



June 21, 2021

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Fund Analysis - May

Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of 5/28/2021.

Overview and Background

As directed in the Florida Public Community College Accounting Manual, revenues from state appropriations, student tuition and fees, interest earned, and other contributions are recorded and monitored in the College's operating fund (fund 1). Expenditures for direct instruction expenses are also recorded in the operating fund.

In accordance with Florida Statutes (1011.01), the Board of Trustees must approve the College's operating fund budget each fiscal year. The College monitors the operating fund activity to ensure approved budget limits are maintained. Additionally, the Board has requested a report of all purchases over \$100,000, but less than \$325,000. The report for the month of January is attached to this item.

Past Actions by the Board

For information only, no Board action required.

Funding/ Financial Implications

The College continues to be in sound financial condition.

Recommended Action

For information only, no Board action required.

Tallahassee Community College Fund Analysis
Unrestricted Current Fund
As of May 31, 2021

REVENUE	May	Month	YTD	YTD	Annual	% of YTD
	Actual	Budget	Actual	Budget	Budget	Budget
Student Fees	\$ 1,170,607	\$ 2,053,219	\$ 23,547,014	\$ 22,585,407	\$ 24,638,626	96%
State Support	\$ 3,214,208	\$ 2,797,583	\$ 29,024,143	\$ 30,773,411	\$ 33,570,994	86%
Federal Support	\$ 80,099	\$ 40,833	\$ 1,362,872	\$ 449,167	\$ 490,000	278%
Other Revenue	\$ 115,462	\$ 210,833	\$ 3,065,851	\$ 2,319,167	\$ 2,530,000	121%
Non-Revenue Sources	\$ -	\$ 115,286	\$ -	\$ 1,268,145	\$ 1,383,431	0%
TOTAL REVENUE	\$ 4,580,376	\$ 5,217,754	\$ 56,999,880	\$ 57,395,297	\$ 62,613,051	91%
EXPENSES	May	Month	YTD	YTD	Annual	% of YTD
	Actual	Budget	Actual	Budget	Budget	Expenses
<u>PERSONNEL COSTS</u>						
Administrative	\$ 264,869	\$ 277,903	\$ 2,984,828	\$ 3,056,934	\$ 3,334,838	90%
Instructional	\$ 1,216,816	\$ 1,053,712	\$ 10,897,085	\$ 11,590,832	\$ 12,644,544	86%
Non-Instructional	\$ 1,200,517	\$ 1,467,835	\$ 13,885,176	\$ 16,146,180	\$ 17,614,014	79%
OPS	\$ 326,520	\$ 436,607	\$ 4,881,248	\$ 4,802,679	\$ 5,239,286	93%
Personnel Benefits	\$ 832,885	\$ 877,531	\$ 8,990,439	\$ 9,652,838	\$ 10,530,369	85%
TOTAL PERSONNEL COSTS	\$ 3,841,606	\$ 4,113,588	\$ 41,638,777	\$ 45,249,463	\$ 49,363,051	84%
<u>CURRENT EXPENSES</u>						
Services	\$ 319,562	\$ 339,089	\$ 3,128,953	\$ 3,729,981	\$ 4,069,070	77%
Material & Supplies	\$ 116,468	\$ 195,744	\$ 1,974,992	\$ 2,153,189	\$ 2,348,933	84%
Other Current Charges	\$ 405,176	\$ 548,500	\$ 6,157,154	\$ 6,033,497	\$ 6,581,997	94%
TOTAL CURRENT EXPENSES	\$ 841,206	\$ 1,083,333	\$ 11,261,099	\$ 11,916,667	\$ 13,000,000	87%
CAPITAL OUTLAY	\$ -	\$ 20,833	\$ -	\$ 229,167	\$ 250,000	0%
TOTAL EXPENSES	\$ 4,682,812	\$ 5,217,754	\$ 52,899,876	\$ 57,395,297	\$ 62,613,051	84%

Purchase Orders from \$100,000 to \$324,999 +

Issued in May 2021

Purchase Order	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-013610	5/6/2021	Seminole Sports Properties (SSP)	120,000.00	Advertising and promotional services provided at FSU games for FDOT. SSP has exclusive rights for FSU multi-media services.	Exempt per FAC 6A-14.0734(2)(e) - Services or commodities available only from a single or sole source.
PO-013625	5/11/2021	NASCAR Enterprises, LLC Daytona International Speedway, LLC	100,000.00	Advertising and promotional services provided during events at Daytona International Speedway (DIS). NASCAR has exclusive rights for DIS multi-media services.	Exempt per FAC 6A-14.0734(2)(e) - Services or commodities available only from a single or sole source.
PO-013677	5/21/2021	Dell Marketing, L.P.	103,213.56	Dell PowerEdge R840 Servers (3)	Contract # C000000005866 Customer Agreement # RFP No. 15-16-05 Technology Refresh Program.