



February 19, 2024

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 - January

Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of 1/31/2024.

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

N/A.

Funding/ Financial Implications

The College continues to be in sound financial condition.

Recommended Action

Presented as an information item only.

Tallahassee Community College Fund Analysis
Unrestricted Current Fund
As of January 2024

REVENUE	January Actual	Month Budget	YTD Actual	YTD Budget	Annual Budget	% of YTD Budget
Student Fees	\$2,096,572	\$2,411,094	\$25,408,924	\$16,877,656	\$28,933,124	88%
State Support	2,928,005	3,642,644	20,892,523	25,498,505	43,711,723	48%
Other Revenue	184,854	-	1,321,137	-	-	N/A
TOTAL REVENUE	5,209,431	6,053,737	47,622,584	42,376,161	72,644,847	66%
EXPENSES	January Actual	Month Budget	YTD Actual	YTD Budget	Annual Budget	% of YTD Expenses
<u>PERSONNEL COSTS</u>						
Administrative	288,714	363,735	2,351,309	2,546,145	4,364,820	54%
Instructional	1,013,538	1,279,552	7,764,095	8,956,862	15,354,620	51%
Non-Instructional	1,413,095	1,450,527	9,826,220	10,153,691	17,406,328	56%
OPS	475,210	551,162	3,967,779	3,858,136	6,613,948	60%
Personnel Benefits	1,049,997	1,069,178	7,326,131	7,484,243	12,830,131	57%
TOTAL PERSONNEL COSTS	4,240,554	4,714,154	31,235,534	32,999,077	56,569,847	55%
<u>CURRENT EXPENSES</u>						
Services	248,857	376,888	2,399,966	2,638,213	4,522,651	53%
Material & Supplies	156,517	243,322	1,932,983	1,703,255	2,919,866	66%
Other Current Charges	537,320	677,707	4,686,023	4,743,948	8,132,483	58%
TOTAL CURRENT EXPENSES	942,694	1,297,917	9,018,972	9,085,417	15,575,000	58%
CAPITAL OUTLAY	17,635	41,667	37,893	291,667	500,000	8%
TOTAL EXPENSES	\$5,200,883	\$6,053,737	\$40,292,399	\$42,376,161	\$72,644,847	55%

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

Issued in January 2024

Purchase Order	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-019313	1/4/2024	Orlando Magic DBA Orlando Events Center Enterprises, LLC	175,000.00	Advertising and promotional benefits with Orlando Magics	Exempt from the solicitation process, per 2CFR 200.320 (c)(2) for federal awards - Services or commodities available only from a single or sole source.
PO-019314	1/4/2024	Jacksonville Jaguars LLC	178,250.00	Advertising and promotional benefits with Jacksonville Jaguars	Exempt from the solicitation process, per 2CFR 200.320 (c)(2) for federal awards - Services or commodities available only from a single or sole source.
PO-019378	1/12/2024	Hayes e-Government Resources, Inc.	272,698.71	The College's Firewall Solution (5-Year Subscription)	Solicitation via NASPO contract #AR2496, approved by DMS.
PO-019383	1/16/2024	Florida Panthers Hockey Club, LTD	175,000.00	Advertising and promotional benefits with Florida Panthers	Exempt from the solicitation process, per 2CFR 200.320 (c)(2) for federal awards - Services or commodities available only from a single or sole source.
PO-019386	1/16/2024	Alight Solutions LLC	110,000.00	To support HCM and Finance staff with Workday updates, revisions and configuration changes	Exempt from the solicitation process, per FAC 6A-14.0734 (2)(g) Information technology resources defined as all forms of technology used to create, process, store, transmit, exchange and use information in various forms of voice, video and data, and shall also include the personnel costs and contracts that provide direct information technology support consistent with each individual college's information technology plan.
PO-019398	1/17/2024	Tampa Bay Rays Baseball, LTD	175,000.00	Advertising and promotional benefits with Tampa Bay Rays	Exempt from the solicitation process, per 2CFR 200.320 (c)(2) for federal awards - Services or commodities available only from a single or sole source.
PO-019424	1/19/2024	Integrated Facility Systems, Inc.	117,035.00	FPSI Dorm Furniture	Solicitation via OMNIA Partner contract #R191804.