



August 15, 2011

MEMORANDUM

TO: District Board of Trustees
FROM: Jim Murdaugh, President
SUBJECT: Fund Analysis - July 2011

Item Description:

This item is to provide the Board a summary of the College's operating revenues and expenses as of July 31, 2011.

Overview:

As directed in the Accounting Manual for Florida's College System, revenues from state appropriations, student tuition and fees, interest earned, and other contributions are recorded and monitored in the College's operating fund (fund1). Expenditures for direct instruction expenses are also recorded in the operating fund.

Salient Facts:

In accordance with Florida Statutes (section 1011.30), the Board of Trustees must approve the College's operating fund (fund 1) budget each fiscal year. This 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 and less than \$250,000. That report for the months of June and July is attached to this item.

Past Actions:

The Board requested this to be done.

Future Actions:

For information only, no Board action required.

Funding/Financial Matters:

The College continues to be in sound financial condition.

Staff Resource:

Teresa Smith

Recommended Action:

For information only, no Board action required.

**Tallahassee Community College
Fund Analysis
Unrestricted Current Fund
As of July 31, 2011**

REVENUE	Budgeted	Received Year to Date	Budgeted Balance				
Student Fees	\$ 32,770,043	\$ 4,402,770	\$ 28,367,273				
State Support	28,576,842	2,046,360	\$ 26,530,482				
Federal Support	900,000	-	\$ 900,000				
Other Revenue	115,000	118,386	\$ (3,386)				
Non Revenue Sources	339,000	-	339,000				
TOTAL REVENUE	\$ 62,700,885	\$ 6,567,516	\$ 56,133,369				
EXPENSES	Budgeted	Expended Year to Date	July Expenses	% of YTD Expenses	Prior Year (PY) Budget	July (PY) Expenses	PY % of YTD Expenses
<u>PERSONNEL COSTS</u>							
Administrative	\$ 2,285,136	\$ 179,205	\$ 179,205	8%	\$ 2,478,811	153,942	6%
Instructional	14,966,349	976,212	\$ 976,212	7%	14,435,127	896,256	6%
Non-Instructional	15,187,760	1,088,506	\$ 1,088,506	7%	13,610,871	1,030,011	8%
OPS	8,984,022	626,147	\$ 626,147	7%	7,209,289	635,489	9%
Personnel Benefits	7,464,309	556,163	\$ 556,163	7%	8,043,893	607,504	8%
Personnel Contingency	828,473	\$ -	\$ -	0%	\$ 2,663,168	-	0%
TOTAL PERSONNEL COSTS	\$ 49,716,049	\$ 3,426,233	\$ 3,426,233	7%	\$ 48,441,159	\$ 3,323,202	7%
<u>CURRENT EXPENSES</u>							
Services	\$ 5,430,652	\$ 135,810	\$ 135,810	3%	\$ 4,786,875	\$ 241,432	5%
Material & Supplies	2,716,321	56,010	\$ 56,010	2%	4,778,463	163,044	3%
Other Current Charges	4,031,561	1,175,767	\$ 1,175,767	29%	3,928,392	160,538	4%
TOTAL CURRENT EXPENSES	\$ 12,178,534	\$ 1,367,587	\$ 1,367,587	11%	\$ 13,493,730	\$ 565,014	4%
CAPITAL OUTLAY	\$ 800,000	\$ 98,060	\$ 98,060	12%	\$ 764,455	\$ 24,402	3%
TOTAL EXPENSES	\$ 62,694,583	\$ 4,891,880	\$ 4,891,880	8%	\$ 62,699,344	\$ 3,912,618	6%

Purchase Orders From \$100,000.00 to \$249,999.99 For June and July 2011

Issued in June 2011

Purchase Order No.	Vendor Name	Amount \$	Item Description	Budget	Approval/Exemption
2011-3663	Maquet, Inc.	\$177,192.36	Universal Basic Edition Ventilator; Equipment for Ghazvini Center for Healthcare Education.	77652011-PECO	Exempt per 6A-14.0734 (2) (E); Sole Source
2011-3670	Marquis Media, LLC	\$146,000.00	Promotional and advertising benefits for FPSI project No. K8PM111602.	25003094-Grant; Professional Sports Marketing	Exempt per 6A-14.0734 (2) (E) (F); Sole Source & Professional Services

Issued in July 2011

Purchase Order No.	Vendor Name	Amount \$	Item Description	Budget	Approval/Exemption
2012-0385	Johnson Controls, Inc.	\$103,575.00	Service contract from 5/1/2011 through 4/30/2012.	77672011-PECO Maintenance	State Contract#973-320-08-1; Energy Savings (Expires 12/31/2012)
2012-0501	Cook Brothers, Inc.	\$140,426.72	Florida Public Safety Institute water line extension/restoring.	75000004-Bonds; FPSI Water Line Extension	Reference Contract: Gadsden Re-Entry Center, State Project No. AEO52
2012-0505	Clutch Performance Group	\$146,000.00	Analyze and evaluation of current activation values of DUI Awareness campaigns in existing sports venues.	25003094-Grant; Professional Sports Marketing	Exempt per 6A-14.0734(2)(F); Professional Services
2012-0728	City of Tallahassee	\$162,598.00	Yearly agreement with Star Metro Bus services for TCC students.	25103042-Student Activity Fee; Star Metro	Exempt per 6A-14.0734(2)(E); Sole Source

2012-0525	Cheney Brother, Inc.	\$175,000.00	Food products for the FPSI Cafeteria.	31035020-Auxillary Fund; FPSI Cafeteria	Exempt per 6A-14.0734(2)(D); Food
2012-0750	City of Tallahassee	\$180,000.00	Utility services for the Ghazvini Center for Healthcare Education. (Electric, gas, water, sewer & refuse)	17010040-Ghazvini Maintenance	Exempt per 6A-14.0734(2)(E); Sole Source
2012-0414	City of Tallahassee	\$182,000.00	Utility services for the College Center for Library Automation (CCLA). (Electric, garbage, water, fire, sewer & stormwater)	24112222-CCLA; Fiscal year 2011-2012	Exempt per 6A-14.0734(2)(E); Sole Source
2012-0526	Reinhart Foodservice LLC	\$200,000.00	Food products for the FPSI Cafeteria.	31035020-Auxillary Fund; FPSI Cafeteria	Exempt per 6A-14.0734(2)(D); Food
2012-0531	SHI International Corporation	\$223,880.74	Microsoft license, maintenance and services for TCC IT department.	16312000-Information Systems	State Contract#252-001-09-1; Microsoft License, Maintenance & Services (Expires 03/31/2012)