




January 22, 2013

MEMORANDUM

TO: District Board of Trustees
FROM: Jim Murdaugh, President 
SUBJECT: Fund Analysis - December 2012

Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of December 31, 2012.

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 (fund1). Expenditures for direct instruction expenses are also recorded in the operating fund.

In accordance with Florida Statutes (Section 2011.30), the Board of Trustees must approve the College's operating fund 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, but less than \$250,000. That report for the months of November and December 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.

Staff Resource

Teresa Smith

Recommended Action

For information only, no Board action required.

**Tallahassee Community College
Fund Analysis
Unrestricted Current Fund
As of December 31, 2012**

REVENUE	Budgeted	Received Year to Date	Budgeted Balance
Student Fees	\$ 32,486,129	\$ 22,487,814	\$ 9,998,315
State Support	28,273,881	11,643,359	\$ 16,630,522
Federal Support	469,766	39,634	\$ 430,132
Other Revenue	308,328	181,567	\$ 126,761
Non Revenue Sources	300,000	59,982	240,018
TOTAL REVENUE	\$ 61,838,104	\$ 34,412,356	\$ 27,425,748

EXPENSES	Budgeted	Expended Year to Date	December Expenses	% of YTD Expenses	Prior Year (PY) Budget	Dec (PY) Expenses	PY % of YTD Expenses
<u>PERSONNEL COSTS</u>							
Administrative	\$ 2,743,685	\$ 1,371,299	\$ 436,356	50%	\$ 2,369,118	1,211,233	51%
Instructional	15,361,676	7,474,202	\$ 2,577,550	49%	15,380,585	7,052,135	46%
Non-Instructional	15,033,896	7,091,199	\$ 2,356,277	47%	15,601,997	7,119,619	46%
OPS	8,557,274	4,096,800	\$ 1,537,780	48%	8,984,022	4,385,863	49%
Personnel Benefits	7,602,629	3,646,849	\$ 1,228,800	48%	7,464,309	3,443,242	46%
TOTAL PERSONNEL COSTS	\$ 49,299,160	\$ 23,680,349	\$ 8,136,763	48%	\$ 49,800,031	\$ 23,212,092	47%
<u>CURRENT EXPENSES</u>							
Services	\$ 5,587,620	\$ 2,859,736	\$ 678,200	51%	\$ 5,820,635	\$ 2,578,521	44%
Material & Supplies	3,072,842	948,106	\$ 286,434	31%	2,906,979	990,445	34%
Other Current Charges	3,962,754	1,163,467	\$ 311,313	29%	4,317,548	2,229,967	52%
TOTAL CURRENT EXPENSES	\$ 12,623,216	\$ 4,971,309	\$ 1,275,947	39%	\$ 13,045,162	\$ 5,798,933	44%
CAPITAL OUTLAY	\$ 1,007,704	\$ 159,727	\$ 41,491	16%	\$ 987,012	\$ 509,218	52%
TOTAL EXPENSES	\$ 62,930,080	\$ 28,811,385	\$ 9,454,201	46%	\$ 63,832,205	\$ 29,520,243	46%

Purchase Orders From \$100,000.00 to \$249,999.99 For 2012-2013

Issued in November 2012

Purchase Order No.	Vendor Name	Amount \$	Item Description	Budget	Approval/Exemption
2013-1520	TAMPA BAY RAYS, LTD.	\$230,000.00	Advertising and promotional benefits with Tampa Bay Rays.	25003142-Pro Sport-FPSI	Exempt per 6A-14.0734 (2) (E); Sole Source Services
2013-1558	FAMILY CAFE', INC.	\$130,952.00	Monthly reimbursables incurred by Family Café to host annual Family Café Conference for Citizens with Disabilities.	21250130-Family Café Fy 12/13-Admin Grants	Exempt per 6A-14.0734 (2) (F) (H)

Issued in December 2012

Purchase Order No.	Vendor Name	Amount \$	Item Description	Budget	Approval/Exemption
2013-1609	CLEMONS RUTHERFORD & ASSOCIATES	\$124,602.32	Extension from previous PO#2009-2522 for Ghazvini construction administration fees.	77652010-2009-10 Peco Health Ed Center	Reference TCC RFP 2011-13 Architectural Services
2013-1682	FOX SPORTS FLORIDA	\$200,000.00	Advertising and promotional benefits.	25003144-Impaired Driving Campaign-FPSI	Exempt per 6A-14.0734 (2) (E); Sole Source Services
2013-1697	MCGRAW-HILL HIGHER EDUCATION	\$235,875.00	Math textbooks.	31053000-Learning Commons Supplies/Fees	Exempt per 6A-14.0734 (2) (A); Educational test, textbooks