



January 18, 2022

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 - December

Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of 12/13/2021.

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 December 10, 2021

REVENUE	December Actual	Month Budget	YTD Actual	YTD Budget	Annual Budget	% of YTD Budget
Student Fees	\$ 243,669	\$ 1,933,506	\$ 16,544,869	\$ 11,601,039	\$ 23,202,077	71%
State Support	2,512,565	2,981,647	12,575,971	17,889,880	35,779,760	35%
Federal Support	248,126	83,333	1,753,269	500,000	1,000,000	175%
Other Revenue	232,527	105,680	1,014,317	634,082	1,268,163	80%
Non-Revenue Sources	-	83,333	-	500,000	1,000,000	0%
TOTAL REVENUE	3,236,887	5,187,500	31,888,426	31,125,000	62,250,000	51%
EXPENSES	December Actual	Month Budget	YTD Actual	YTD Budget	Annual Budget	% of YTD Expenses
<u>PERSONNEL COSTS</u>						
Administrative	274,403	274,414	1,771,464	1,646,484	3,292,968	54%
Instructional	1,043,998	1,203,263	6,274,928	7,219,580	14,439,160	43%
Non-Instructional	1,209,888	1,213,858	7,861,393	7,283,151	14,566,301	54%
OPS	598,695	507,279	3,094,183	3,043,677	6,087,354	51%
Personnel Benefits	845,952	884,518	5,048,064	5,307,108	10,614,217	48%
TOTAL PERSONNEL COSTS	3,972,936	4,083,333	24,050,032	24,500,000	49,000,000	49%
<u>CURRENT EXPENSES</u>						
Services	182,307	358,027	1,733,430	2,148,161	4,296,322	40%
Material & Supplies	120,160	209,348	779,022	1,256,090	2,512,180	31%
Other Current Charges	122,619	515,958	2,854,964	3,095,749	6,191,498	46%
TOTAL CURRENT EXPENSES	425,086	1,083,333	5,367,416	6,500,000	13,000,000	41%
CAPITAL OUTLAY	-	20,833	51,661	125,000	250,000	21%
TOTAL EXPENSES	\$ 4,398,022	\$ 5,187,500	\$ 29,469,109	\$ 31,125,000	\$ 62,250,000	47%

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

Issued in November & December 2021

Purchase Order	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-014657	11/1/2021	Lumen Learning	166,000.00	Supported enrollment in Candela and Online Homework Manager	FAC 6A-14.0734 Exemption (2) (a) Educational tests, textbooks, printed instructional materials and equipment, films, filmstrips, video tapes, disc or tape recordings or similar audio-visual materials, and graphic or computer-based instructional software.
PO-014666	11/3/2021	Clarity Activation Partners	110,000.00	Advertising and promotional benefits with with Clarity Activation Partners	Exempt per FAC 6A-14.0734(2)(e) - Services or commodities available only from a single or sole source.
PO-014667	11/3/2021	Miami Heat Limited Partnership	175,000.00	Advertising and promotional benefits with Miami Heat	Exempt per FAC 6A-14.0734(2)(e) - Services or commodities available only from a single or sole source.
PO-014668	11/3/2021	Florioda Panthers Hockey Club LTD	175,000.00	Advertising and promotional benefits with Florida Panthers Hockey Club	Exempt per FAC 6A-14.0734(2)(e) - Services or commodities available only from a single or sole source.
PO-014669	11/3/2021	Fox Sports Net Florida, Inc.	200,000.00	Advertising and promotional benefits with Fox Sports Florida/Sun Sports	Exempt per FAC 6A-14.0734(2)(e) - Services or commodities available only from a single or sole source.
PO-014670	11/3/2021	Miami Dolphins LTD	175,000.00	Advertising and promotional benefits with Miami Dolphins	Exempt per FAC 6A-14.0734(2)(e) - Services or commodities available only from a single or sole source.
PO-014678	11/3/2021	Jacksonville Jaguars LLC	178,250.00	Advertising and promotional benefits with Jacksonville Jaguars	Exempt per FAC 6A-14.0734(2)(e) - Services or commodities available only from a single or sole source.

**Purchase Orders from \$100,000 to \$324,999 +
Issued November & December 2021 (Continued)**

Purchase Order	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-014685	11/8/2021	VSG Enterprises LLC	225,000.00	Advertising and promotional benefits with Vinik Sports Group	Exempt per FAC 6A-14.0734(2)(e) - Services or commodities available only from a single or sole source.
PO-014718	11/9/2021	Marlins Stadium Operator LLC	175,000.00	Advertising and promotional benefits with Marlins Stadium	Exempt per FAC 6A-14.0734(2)(e) - Services or commodities available only from a single or sole source.
PO-014722	11/10/2021	Architects: Lewis + Whilock, PA	147,944.00	Provide professional services for the design and documentation for improvements at buildings 20, 23 and 34 complex.	TCC RFQ 2020-02 Recommendation for Architectural Services; Approved at 2/17/20 DBOT meeting.
PO-014732	11/15/2021	Legends Sales & Marketing LLC	120,000.00	Advertising and promotional benefits with Legends Sales and Marketing	Exempt per FAC 6A-14.0734(2)(e) - Services or commodities available only from a single or sole source.
PO-014772	12/1/2021	DAG Architects Inc.	238,798.00	Provide architectural and civil engineering services to develop master planning update for TCC's Florida Public Safety Institute.	TCC RFQ 2020-02 Recommendation for Architectural Services; Approved at 2/17/20 DBOT meeting.
PO-014800	12/8/2021	Patterson Dental Supply Inc.	309,310.63	Medical equipment for student health care training.	Competitive bid via E&I's Cooperative Services solicitation process, contract EI-00077.