

# UTAH COLLEGE OF APPLIED TECHNOLOGY

## AGENDA ITEM

### UCAT BOARD OF TRUSTEES

12 January 2017

ITEM: III.T

TOPIC: Office of the UCAT Commissioner Budget Report

#### BACKGROUND

Per UCAT policy 555.3.6, "A report, detailing revenue and expenditures for all budget categories, shall be presented to the Board of Trustees in all regular meetings of the Board." The attachments include a report detailing appropriated revenues and expenditures by category for the Office of the Commissioner for the current fiscal year through Dec 31, 2016 as well as the check register for Sep - Dec 2016.

The Office of the Commissioner owns a 2006 GMC Envoy used for business errands and staff travel. In addition to being over 11 years old, the Envoy has well over 200,000 miles on it. The Office has realized some budget savings due mostly to vacant positions. Barring any objection from the Board, administration would like to replace the Envoy with a new vehicle better suited for staff travel.

#### RECOMMENDATIONS

Information/discussion only

Attachments:

Check/Disbursement register

Budget progress report



# Utah College of Applied Technology Check Listing

September through December 2016

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
Bill Pmt -Check	09/30/2016	EFT	WF Card - 0010	-1,799.50
Bill Pmt -Check	09/30/2016	EFT	WF Card - 0028	-7.00
Bill Pmt -Check	09/30/2016	EFT	WF Card - 4403	-6,436.89
Bill Pmt -Check	10/07/2016	11161	Aubrey Schrag	-11.94
Bill Pmt -Check	10/07/2016	11162	Barbara Corry	-228.00
Bill Pmt -Check	10/07/2016	11163	BATC	-186,275.00
Bill Pmt -Check	10/07/2016	11164	DATC	-199,400.00
Bill Pmt -Check	10/07/2016	11165	DXATC	-118,175.00
Bill Pmt -Check	10/07/2016	11166	Fuelman	-42.14
Bill Pmt -Check	10/07/2016	11167	James King	-154.19
Bill Pmt -Check	10/07/2016	11168	Joseph Demma	-169.50
Bill Pmt -Check	10/07/2016	11169	MATC	-176,575.00
Bill Pmt -Check	10/07/2016	11170	Micheal Housley	-62.79
Bill Pmt -Check	10/07/2016	11171	NEXEO	-400.00
Bill Pmt -Check	10/07/2016	11172	OWATC	-190,675.00
Bill Pmt -Check	10/07/2016	11173	Shawn Owens	-812.50
Bill Pmt -Check	10/07/2016	11174	Signature Images	-155.28
Bill Pmt -Check	10/07/2016	11175	Snow College	-68,750.00
Bill Pmt -Check	10/07/2016	11176	SWATC	-118,387.00
Bill Pmt -Check	10/07/2016	11177	TATC	-111,550.00
Bill Pmt -Check	10/07/2016	11178	UBATC	-153,500.00
Bill Pmt -Check	10/07/2016	11179	USU Eastern	-62,500.00
Bill Pmt -Check	10/07/2016	11180	Utah Dept of Admin Services	-32,880.00
Bill Pmt -Check	10/07/2016	11181	Utah Division Of Risk Management	-1,302.00
Bill Pmt -Check	10/27/2016	11182	OWATC	-1,500.00
Bill Pmt -Check	10/27/2016	11183	Salt Lake Chamber	-10,000.00
Bill Pmt -Check	10/27/2016	11184	Utah Correctional Industries	-7,180.00
Bill Pmt -Check	10/27/2016	11185	Utah Division Of Risk Management	-1,584.91
Bill Pmt -Check	10/27/2016	11186	UWHEN	-1,000.00
Bill Pmt -Check	10/28/2016	11187	Dallan Clawson	-575.00
Bill Pmt -Check	11/01/2016	EFT	WF Card - 0010	-1,010.00
Bill Pmt -Check	11/01/2016	EFT	WF Card - 0028	-46.12
Bill Pmt -Check	11/01/2016	EFT	WF Card - 4403	-2,972.37
Bill Pmt -Check	11/09/2016	11188	BH Development, LC	-240.00
Bill Pmt -Check	11/09/2016	11189	Cache Valley Publishing	-550.00
Bill Pmt -Check	11/09/2016	11190	Dave Woolstenhulme	-1,070.84
Bill Pmt -Check	11/09/2016	11191	IC Group	-741.80
Bill Pmt -Check	11/09/2016	11192	Michael Jensen	-89.60
Bill Pmt -Check	11/09/2016	11193	Scott Theurer	-216.00
Bill Pmt -Check	11/09/2016	11194	Steve Moore	-160.00
Bill Pmt -Check	11/09/2016	11195	Tyler Brinkerhoff	-99.00
Bill Pmt -Check	11/09/2016	11196	Utah Dept of Admin Services	-47,772.18
Bill Pmt -Check	11/09/2016	11197	Utah Manufacturers Association	-1,000.00
Bill Pmt -Check	11/14/2016	11198	Steve Moore	-80.00

# Utah College of Applied Technology Check Listing

September through December 2016

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>
Bill Pmt -Check	11/22/2016	11199	Ken Garff West Valley Chrysler	-37,844.00
Bill Pmt -Check	11/22/2016	11200	Alicia McIntire	-2,340.84
Bill Pmt -Check	11/22/2016	11201	Aubrey Schrag	-8.95
Bill Pmt -Check	11/22/2016	11202	Dave Woolstenhulme	-321.42
Bill Pmt -Check	11/22/2016	11203	Glen Ricks Photography Inc	-60.00
Bill Pmt -Check	11/22/2016	11204	IC Group	-60.61
Bill Pmt -Check	11/22/2016	11205	Joseph Demma	-117.92
Bill Pmt -Check	11/22/2016	11206	Kristin Smith	-78.00
Bill Pmt -Check	11/22/2016	11207	UETN	-8,118.20
Bill Pmt -Check	11/22/2016	11208	Wallwork Media & Design	-2,850.00
Bill Pmt -Check	11/23/2016	11209	Aubrey Schrag	-29.17
Bill Pmt -Check	11/30/2016	EFT	WF Card - 0010	-1,947.62
Bill Pmt -Check	11/30/2016	EFT	WF Card - 0028	-99.77
Bill Pmt -Check	11/30/2016	EFT	WF Card - 4403	-6,884.38
Bill Pmt -Check	12/19/2016	11210	BATC	-1,662.50
Bill Pmt -Check	12/19/2016	11211	DATC	-3,500.00
Bill Pmt -Check	12/19/2016	11212	Fuelman	-688.52
Bill Pmt -Check	12/19/2016	11213	MATC	-278,298.42
Bill Pmt -Check	12/19/2016	11214	Signature Images	-983.00
Bill Pmt -Check	12/19/2016	11215	Symbol Arts	-850.00
Bill Pmt -Check	12/19/2016	11216	Utah Technology Council	-12,000.00
Bill Pmt -Check	12/30/2016	EFT	WF Card - 0010	-1,001.13
Bill Pmt -Check	12/30/2016	EFT	WF Card - 0028	-328.00
Bill Pmt -Check	12/30/2016	EFT	WF Card - 4403	-6,179.81
Bill Pmt -Check	12/30/2016	EFT	WF Card - 4617	-317.10



*Utah College of Applied Technology*  
*Office of the Commissioner*

*Fiscal Year 2017 Office Budget*

*as of December 31, 2016*

<b>Revenue</b>	<u>Budgeted</u>	<u>Year to Date</u>	<u>%</u>
UCAT Administration Ongoing Appropriation	1,868,900	934,450	50.0%
Equipment Appropriation	1,161,100	580,550	50.0%
Custom Fit Appropriation	3,959,200	1,979,600	50.0%
Perkins Leadership Fund for Professional Development	40,000	-	0.0%
Campus Support for Northstar	170,000	85,000	50.0%
SLDS Grant	135,000	-	0.0%
Equipment Flow Through to Campuses	(1,143,400)	(571,700)	50.0%
Custom Fit Flow Through to Campuses	(3,950,000)	(1,975,000)	50.0%
Admin Line Item to Campuses	(400,000)	(200,000)	50.0%
Total State Budget for President's Office	<u>1,840,800</u>	<u>832,900</u>	<u>45.2%</u>

**Expenditures**

Salaries, Payroll Tax & Benefits	1,410,011	604,521	42.9%
Building Occupancy Costs	131,000	80,652	61.6%
Professional Development Conference	50,000	-	0.0%
Equipment Purchases	17,700	13,798	78.0%
Employee Travel	15,000	9,180	61.2%
Board Expenses	9,000	2,066	23.0%
UCAT System Meetings	11,000	5,723	52.0%
Marketing	84,000	5,036	6.0%
Automobile Expenses	12,000	2,200	18.3%
Annual Report	7,500	-	0.0%
Supplies & Misc. Expenses	65,240	32,592	50.0%
Memberships	22,200	17,200	77.5%
Unallocated/(Covered by Reserves)	6,149	-	0.0%
Total Expenditures	<u>1,840,800</u>	<u>772,968</u>	<u>42.0%</u>