

NEW MEXICO JUNIOR COLLEGE

BOARD MEETING

Thursday, April 15, 2021
Ben Alexander Building – Daniels Room
1:30 pm

AGENDA

- | | |
|---|-----------------------------|
| A. Welcome | Pat Chappelle |
| B. Adoption of Agenda | Pat Chappelle |
| C. Approval of Minutes of March 18, 2021 | Pat Chappelle |
| D. President's Report | Kelvin Sharp |
| E. New Business | |
| 1. Consideration of 2021-2022 Budget Recommendation | Josh Morgan
Kelvin Sharp |
| 2. Monthly Expenditure Report | Josh Morgan |
| 3. Monthly Revenue Report | Josh Morgan |
| 4. Oil and Gas Revenue Report | Josh Morgan |
| 5. Schedule of Investments | Josh Morgan |
| 6. Fiscal Watch Report | Josh Morgan |
| 7. Consideration of Watson Hall Renovation | Josh Morgan |
| 8. Appointment of Board Member to District 4 | Pat Chappelle |
| F. Public Comments | Pat Chappelle |
| • Phone Number (575) 492-2595 | |
| • Fax Number (575) 492-2559 | |
| G. Determination of Next Meeting | Pat Chappelle |
| H. Closure of Open Meeting | Pat Chappelle |
| • Discussion of Limited Personnel Matters
Pursuant to NMSA 1978 §10-15-1 H (2)
- Review of President's Contract | |
| 9. Consideration of President's Contract | Pat Chappelle |
| I. Adjournment | Pat Chappelle |

**NEW MEXICO JUNIOR COLLEGE
BOARD MEETING
MARCH 18, 2021
MINUTES**

The New Mexico Junior College Board met on Thursday, March 18, 2021, beginning at 1:30 p.m. in the Ben Alexander Building, Daniels Room. The following members were present: Ms. Pat Chappelle, Madam Chair; Mr. Travis Glenn, Secretary; Mrs. Erica Jones; Ms. Evelyn Rising and Mr. Hector Baeza. Mr. Manny Gomez attended via Zoom.

Ms. Chappelle called the meeting to order and welcomed guests attending via Facebook Live due to the current COVID-19 pandemic and the current Public Health Order requiring social distancing. She commented in response to the Governor's order, guidelines continue to be followed. Ms. Chappelle encouraged the public to participate and provide public comments at the end of the formal agenda to either (575) 492-2595 or by fax to (575) 492-2559.

Upon a motion by Mr. Glenn, seconded by Mr. Baeza, the agenda was unanimously adopted.

Upon a motion by Ms. Rising, seconded by Mrs. Jones, the Board unanimously approved the minutes of February 18, 2021.

Under President's Report, Dr. Sharp provided Legislative Session updates and noted sessions are scheduled to conclude at noon on March 20, 2021. Dr. Sharp reported Senate Bill 77, the Regional Two Plus Two Pilot Project and House Bill 212, the transition of NMSU to be an independent college, have passed both House and Senate. The outcome of the Lottery Scholarship and the Opportunity Scholarship is still on the House floor. Dr. Sharp stated the budget has passed the House and is in debate in the Senate. He noted NMJC's Instruction and General Appropriations will remain the same.

Under New Business, Ms. Chappelle announced two candidates have shown interest in appointment to District 4 recently vacated by Mr. Ron Black. Ms. Chappelle requested the volunteer of three NMJC Board Members to interview the candidates and provide a recommendation of appointment to the full Board. Volunteers are Mr. Travis Glenn, Ms. Evelyn Rising, and Mrs. Erica Jones.

Ms. Chappelle invited Mr. Josh Morgan to present the February 2021 financial reports. Upon a motion by Mr. Glenn, seconded by Ms. Rising, the Board unanimously approved the Expenditure Report for February 2021. In addition, the Revenue Report, Oil and Gas Revenue Report, and Schedule of Investments Report were reviewed.

Mr. Morgan presented a recommendation to increase tuition as follows: In-District by \$1.00; Out-of-District by \$2.00; and Out of State by \$5.00. Following significant discussion and upon a motion by Mr.

Glenn, seconded by Mrs. Jones, the Board unanimously approved the recommended increases as requested. Mr. Gomez expressed when increasing rates, the Board should be mindful to keep rates affordable and maintain focus on what is beneficial to students and student education. Dr. Sharp noted Legislation is working on parameters for the Opportunity/Lottery Scholarship that will assist New Mexico students with costs. Dr. Sharp noted when parameters are finalized, a breakdown of costs will be provided.

Ms. Chappelle invited Mr. JoeMike Gomez to present Request for Proposal #135, Covid-19 Surveillance Testing with a request to award the bid to Trifecta Solutions at \$80 per test. Dr. Sharp added this is a required testing for all athletes to be able to compete. Following discussion and questions and upon a motion by Mr. Gomez, seconded by Mr. Baeza, the Board unanimously approved the recommendation as presented.

Ms. Chappelle invited Mr. Dennis Holmberg to present a recommendation for appointment of a New Horizons Foundation Board Member. Mr. Holmberg recommended Lea County Commissioner Gary Eidson as the replacement for the recent resignation of Mr. Don Jones. Upon a motion by Mr. Baeza, seconded by Mrs. Jones, the Board unanimously approved this recommendation.

Ms. Chappelle called for comments from the public. There being none, a virtual 2021/2022 Board Budget Work Session was scheduled for Thursday, April 8, 2021 at 1:30 pm and the next board meeting was scheduled for Thursday, April 15, 2021 beginning at 1:30 pm.

Mr. Glenn moved the board go into closed session for the discussion of limited personnel matters under the provisions of section 10-15-1-H (2) of New Mexico Statutes Annotated 1978. Mrs. Jones seconded the motion. The roll call vote was as follows: Mr. Baeza – yes; Ms. Rising – yes; Mrs. Jones – yes; Mr. Glenn – yes; Mr. Gomez – yes; and Ms. Chappelle – yes.

Ms. Chappelle noted upon reconvening in open session, a motion to adjourn will be the only action taken. At this time, the NMJC Facebook Live session ended and Mr. Gomez attended the closed session by conference phone.

Upon re-convening in open meeting, Ms. Chappelle stated that the matters discussed in the closed meeting were limited only to those specified in the motion for closure.

Upon a motion by Mrs. Jones, seconded by Ms. Rising, the board meeting adjourned at 3:24 pm.

Pat Chappelle, Chair

Travis Glenn, Secretary

NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

5317 Lovington Highway
Hobbs, NM 88240
Phone: (575)492-2770
Fax: (575)492-2768

To: New Mexico Junior College Board
From: Josh Morgan
RE: FY 22 Budget
Date: April 15, 2021

Board Members,

The administration is asking for your approval of the FY 22 Operating Budget in the amount of \$30,797,349, which includes a 1.5% salary increase to all staff. The administration is also asking for your approval of the Capital Projects in the amount of \$7,750,000.00.

We very much appreciate your support of New Mexico Junior College.

Respectfully,



Josh Morgan



Board Budget Work Session
April 8, 2021

Important Budget Priorities

- Remain conservative and mindful of future needs and potential developments.
- Sensitive to state issues and formula funding – institutional share.
- Recognize NMJC staff.
- Plan funding of current and future capital needs.
- Support NMJC as a leader in low tuition and student costs.

Strategic Plan: Realities of our world

note – these have remained relatively unchanged

- Regulatory uncertainty
- Increased expectations and restrictive rules related to accreditation
- Financial uncertainty
- Student expectations
- Majority of community college students do not complete or transfer

An unchanging fact:

Our greatest resource is our people –

NMJC is a collection of talented people and by working together we can and will make a difference for our students.

Strategic Focus for 2021/22

Recovering from COVID

1. Create a great student experience

Focus on engagement and commitment

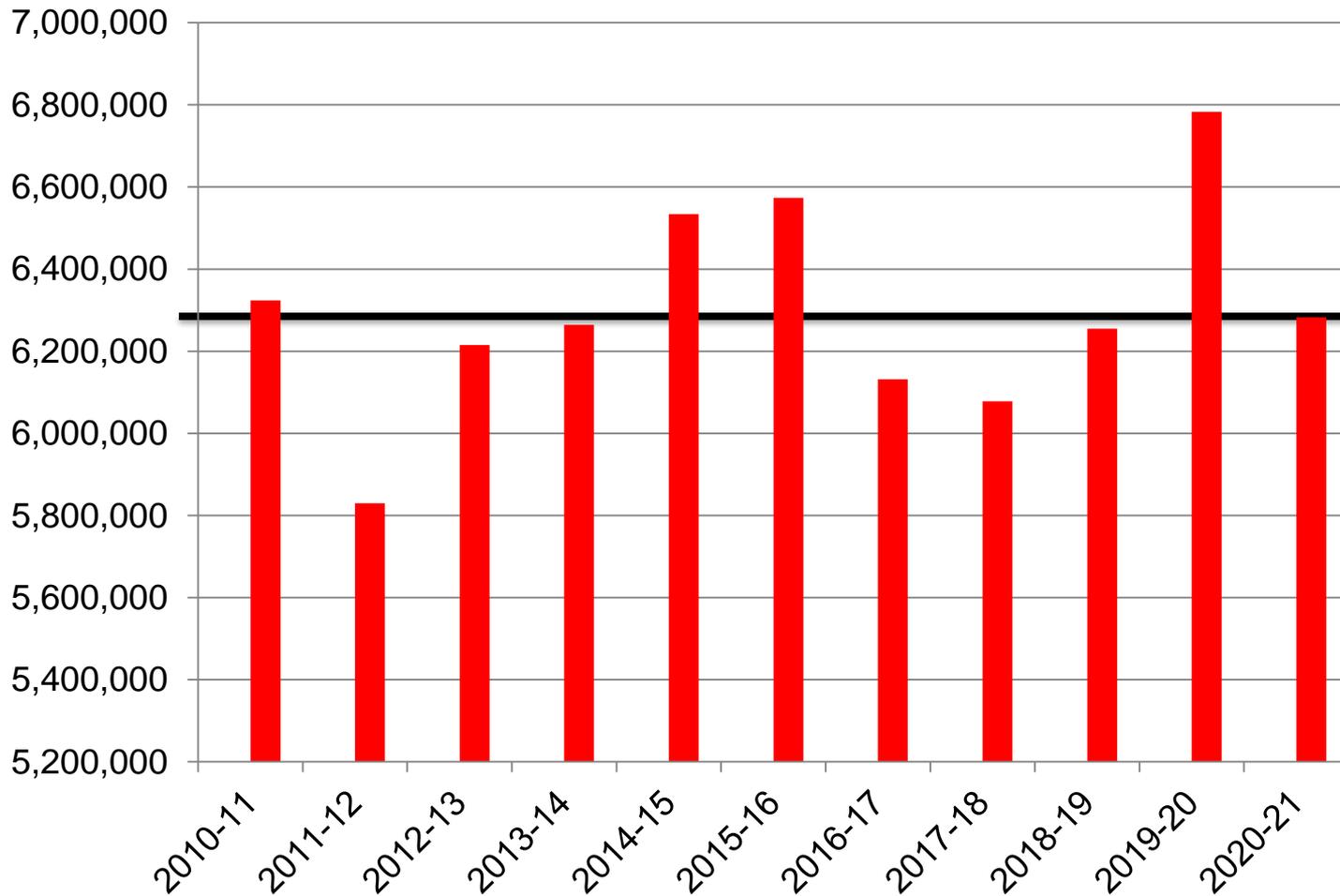
2. Begin the process of recovering our enrollment.
3. Maintain our commitment to a full set of class offerings.

New Mexico Junior College Funding Streams

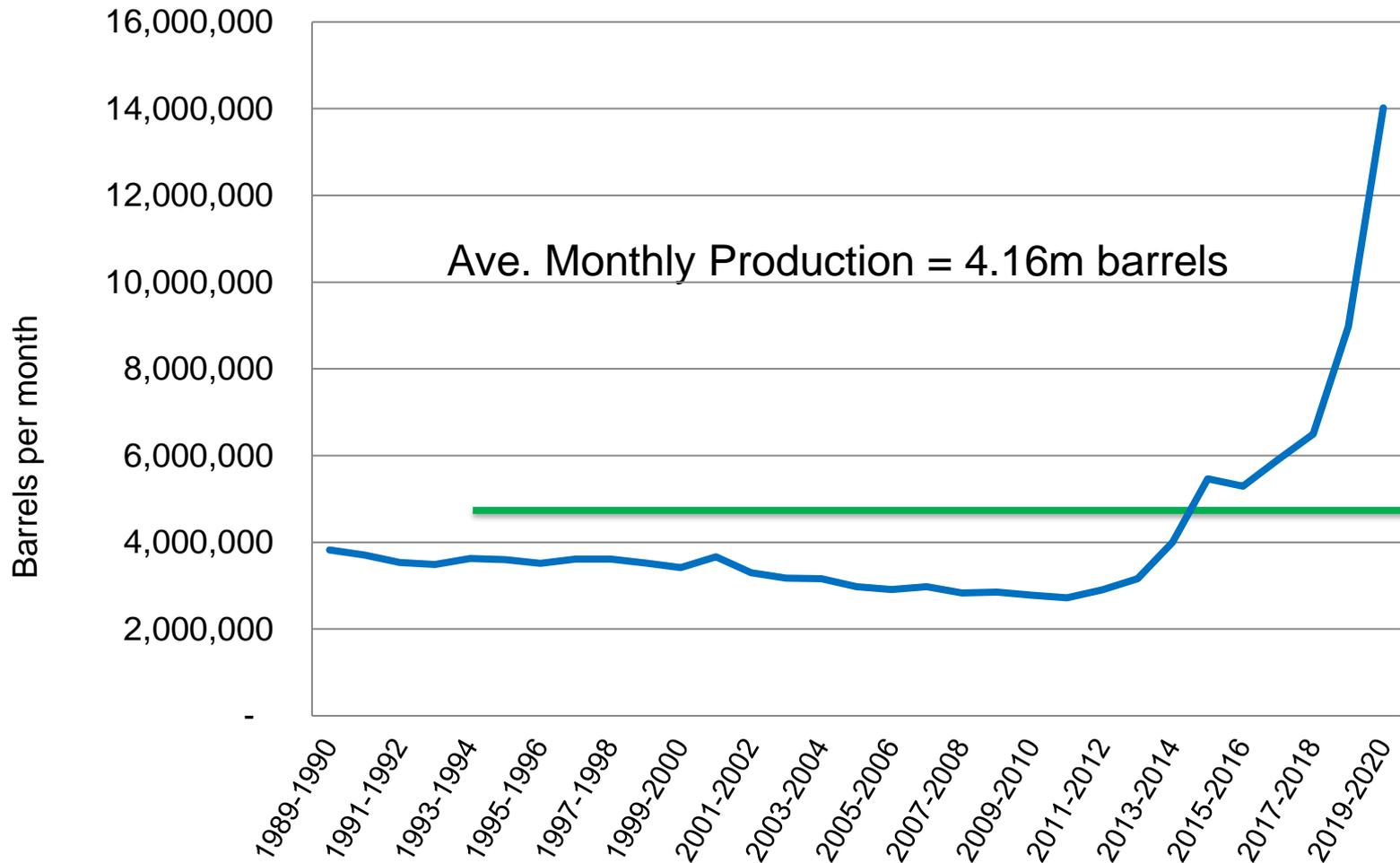
- State Funding
- Tuition and Fees
- Oil and Gas
- Oil and Gas Equipment Tax
- Mill Levy Property Taxes
- Auxiliary Enterprises
- Interest and miscellaneous fees

History of State Appropriations

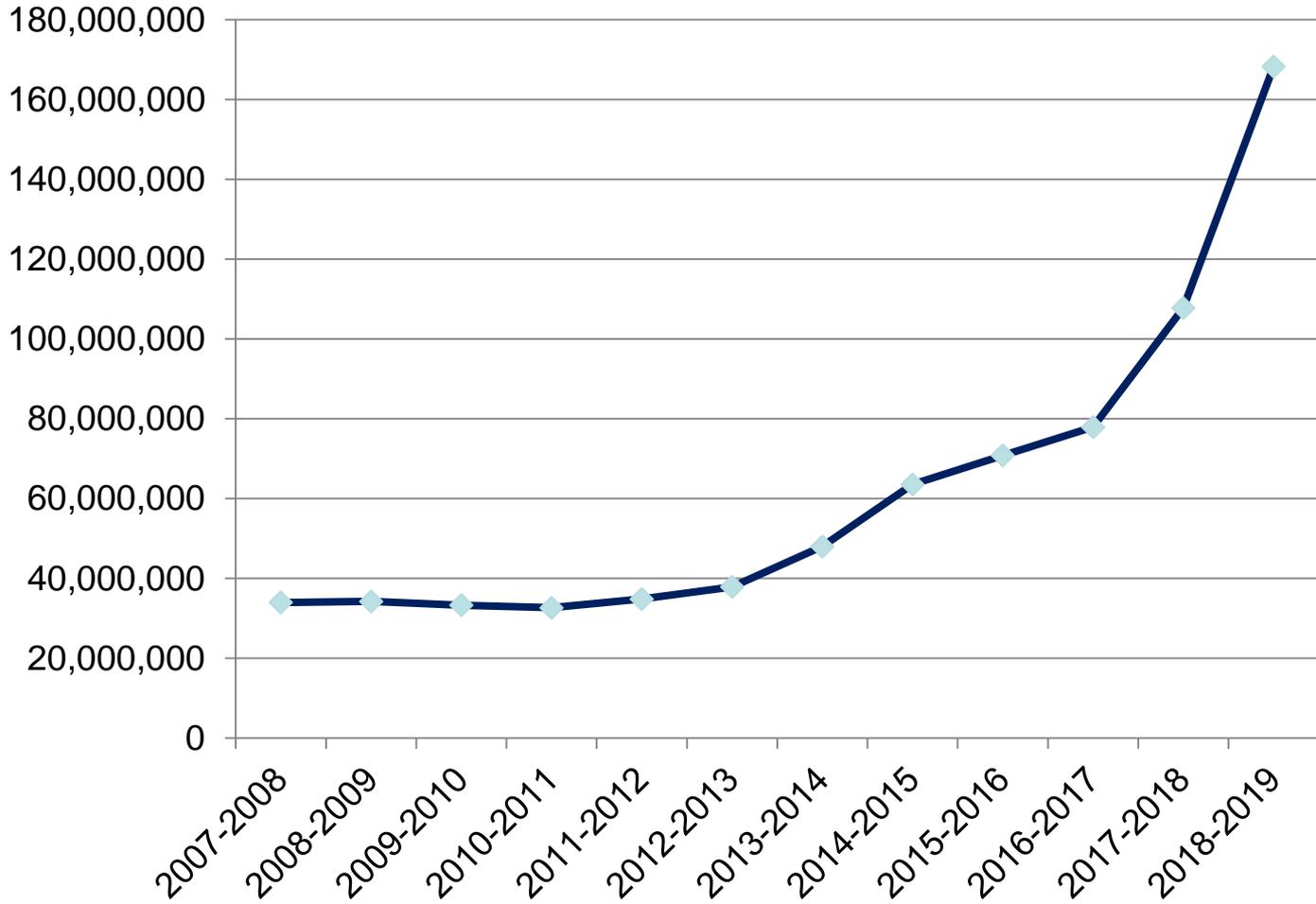
10-year average annual collections = \$6,294,512



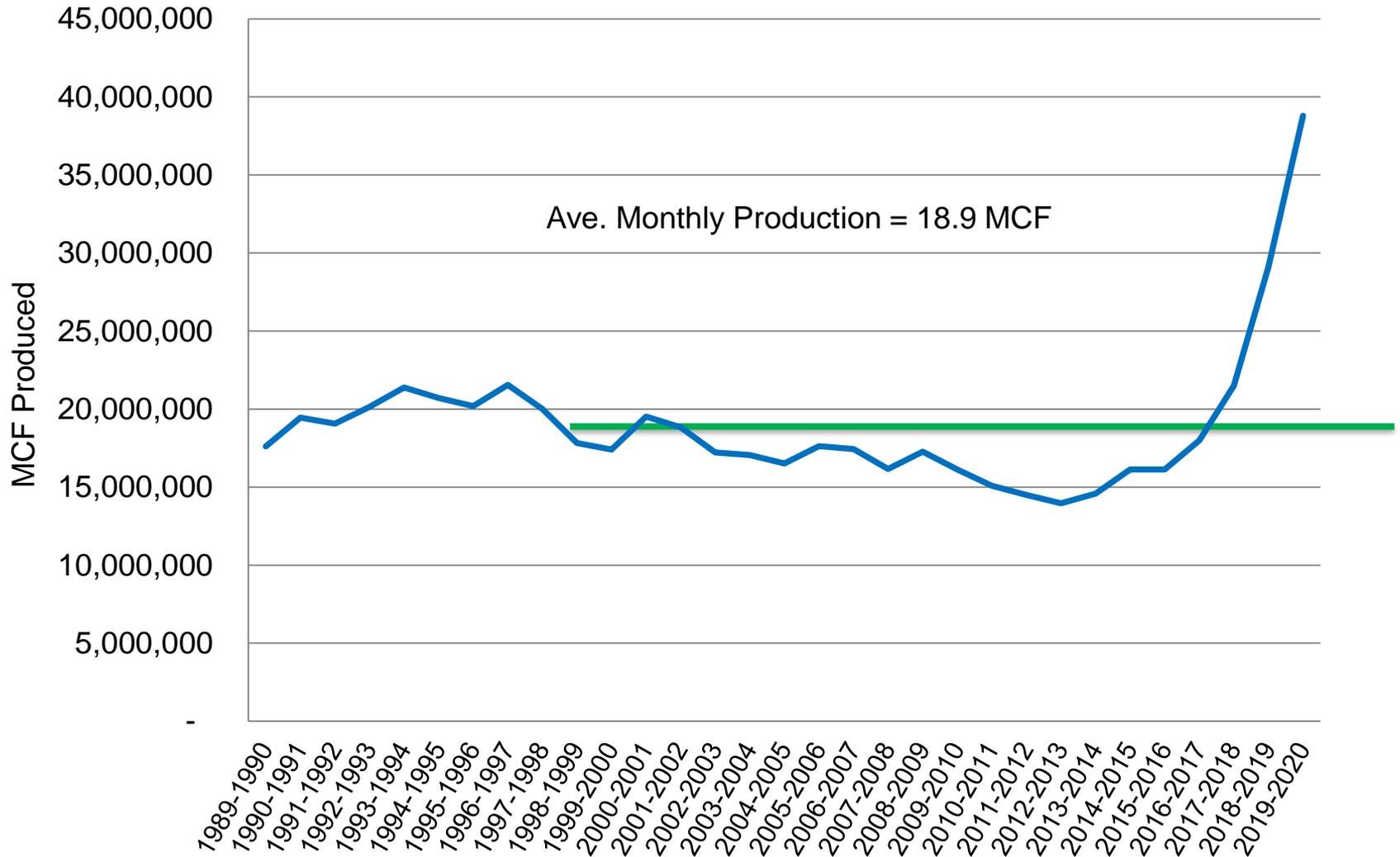
Long-term Average Monthly Oil Production in Lea County (through 2019-20)



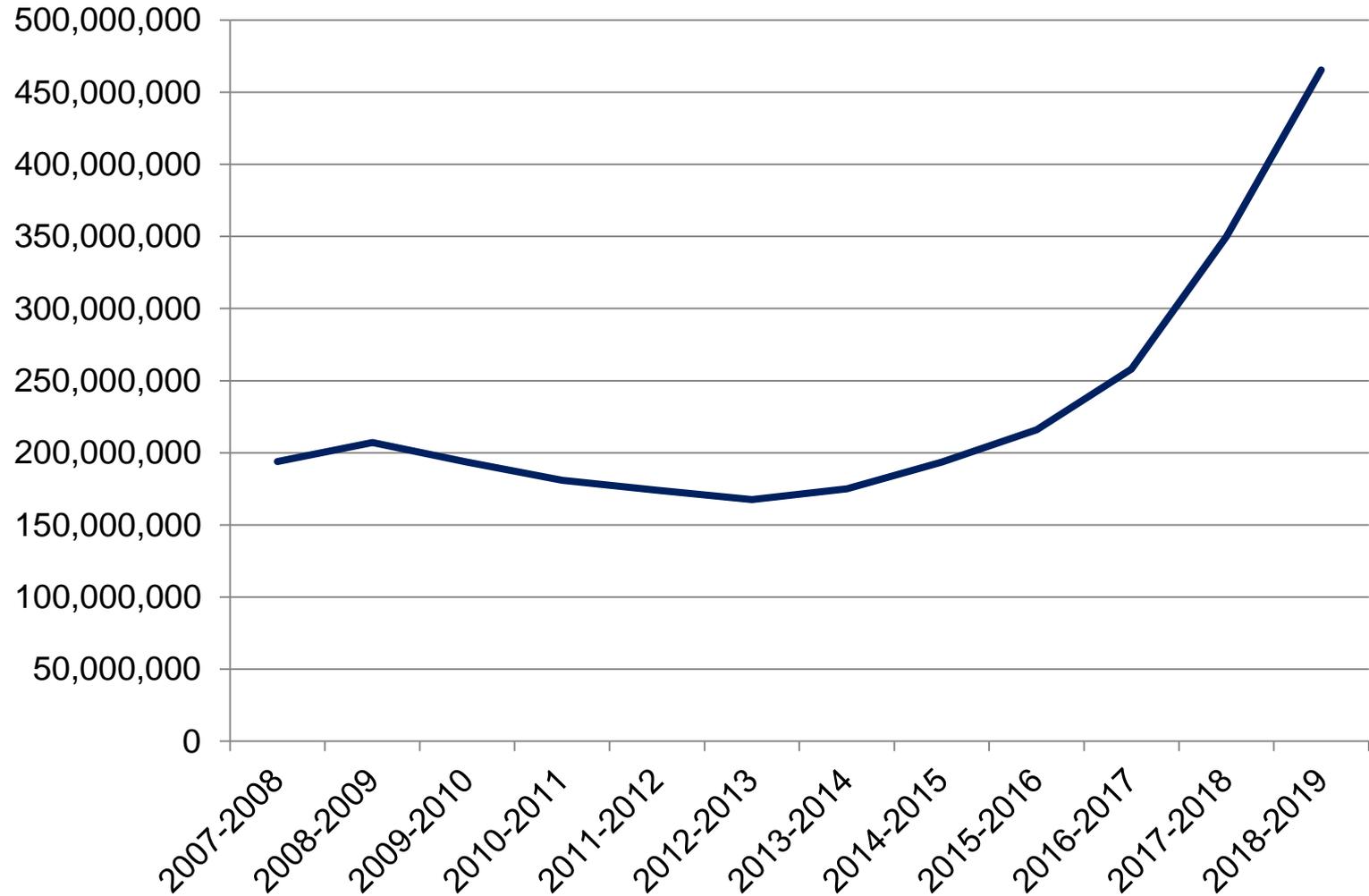
Annual Oil Production in Lea County BBLs 2007/08 through 2018/19



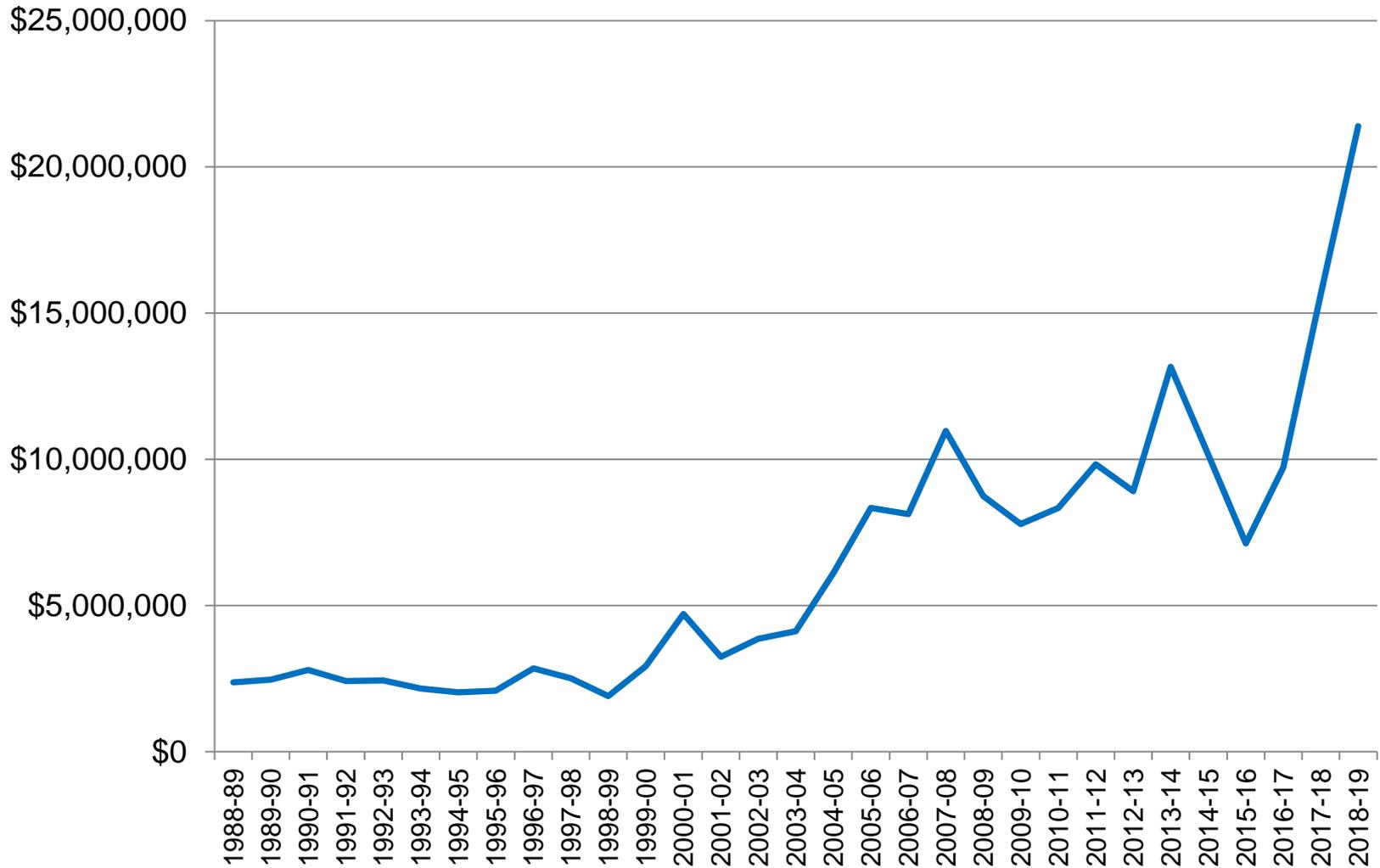
Long-term Average Monthly Gas Production in Lea County



Gas Production in Lea County MCF 2007/08 through 2018/19

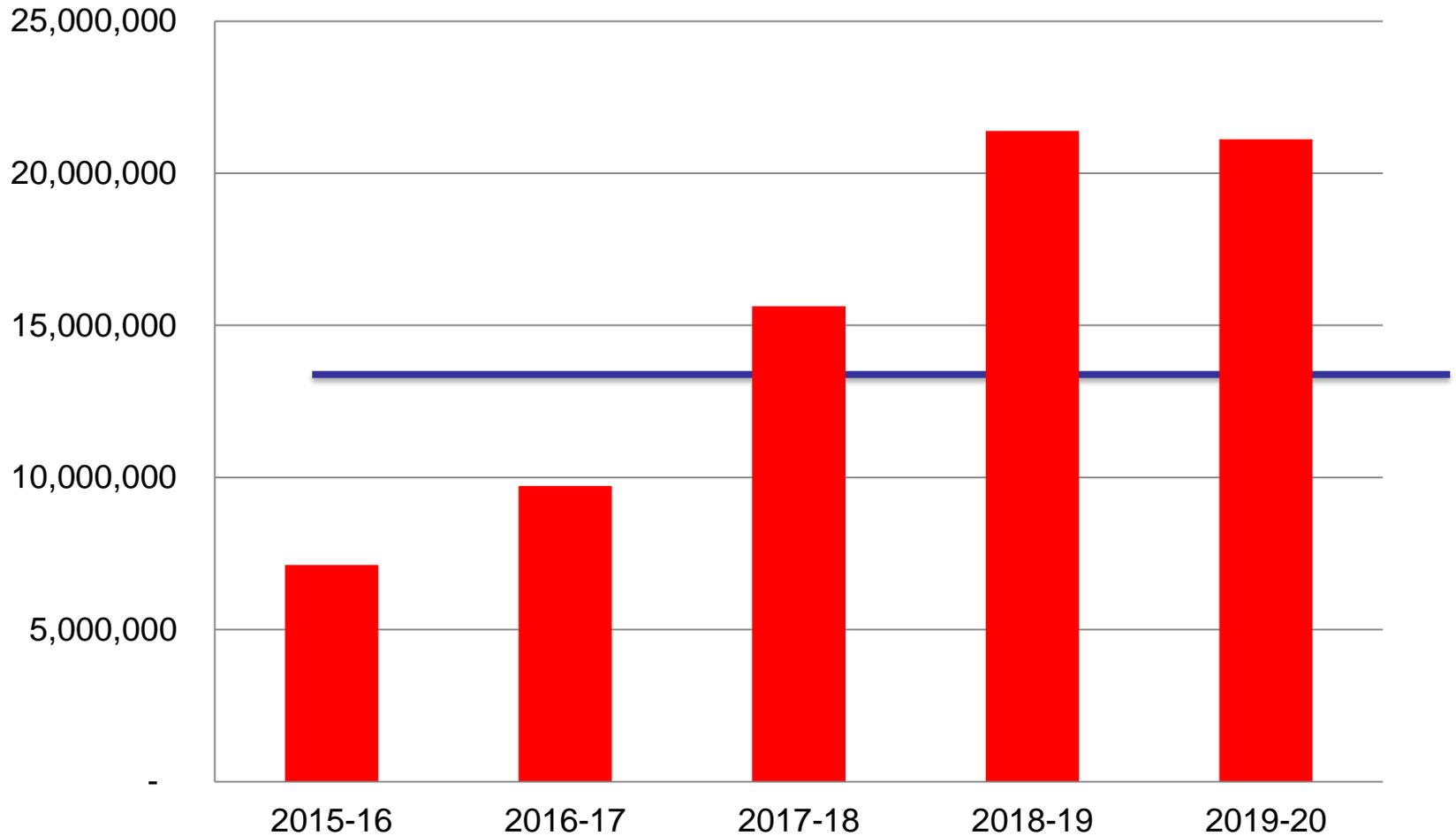


Long-term NMJC Oil and Gas Revenue



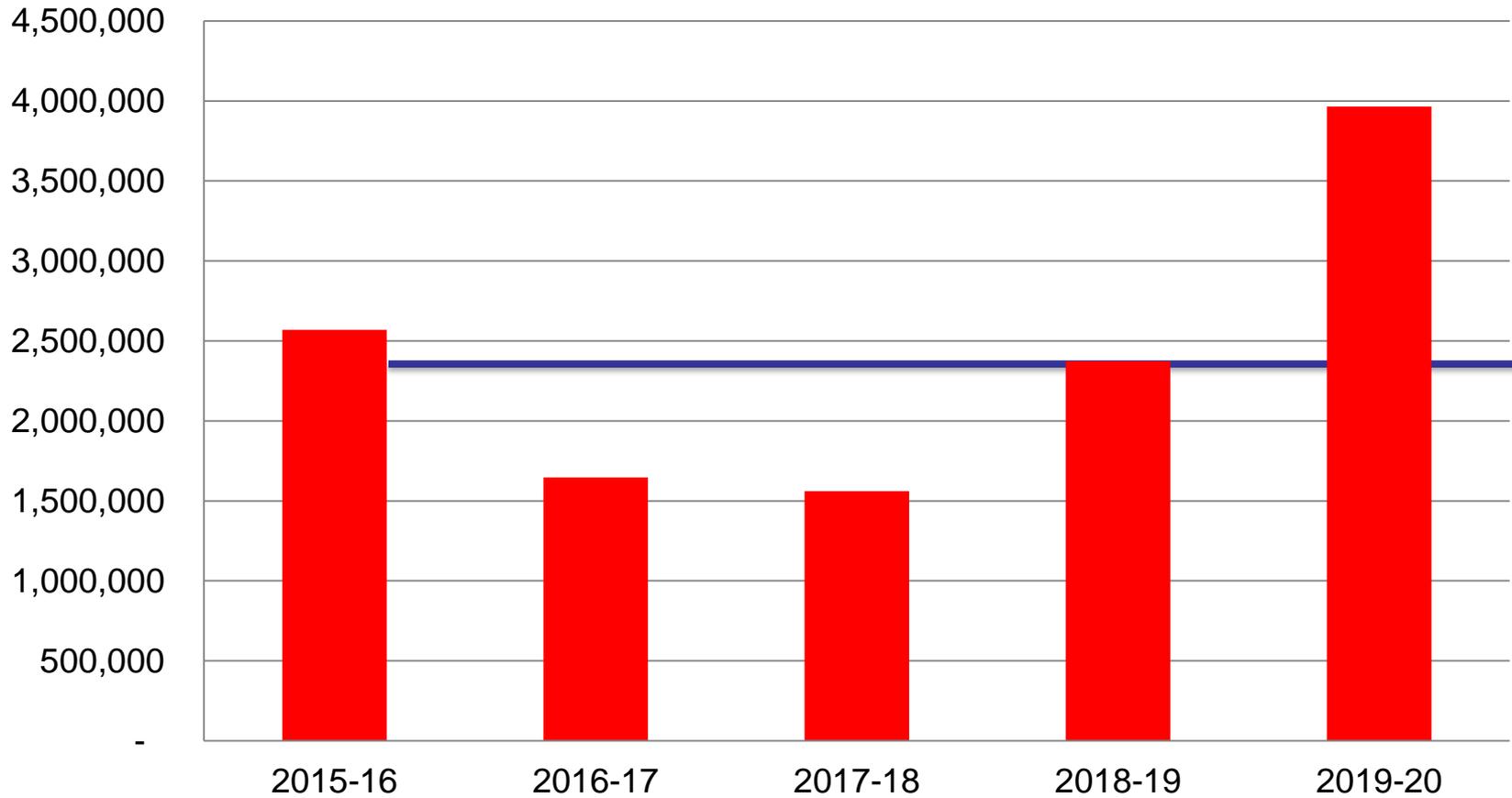
History of Oil and Gas Revenues

5-year average collections = \$14,997,489



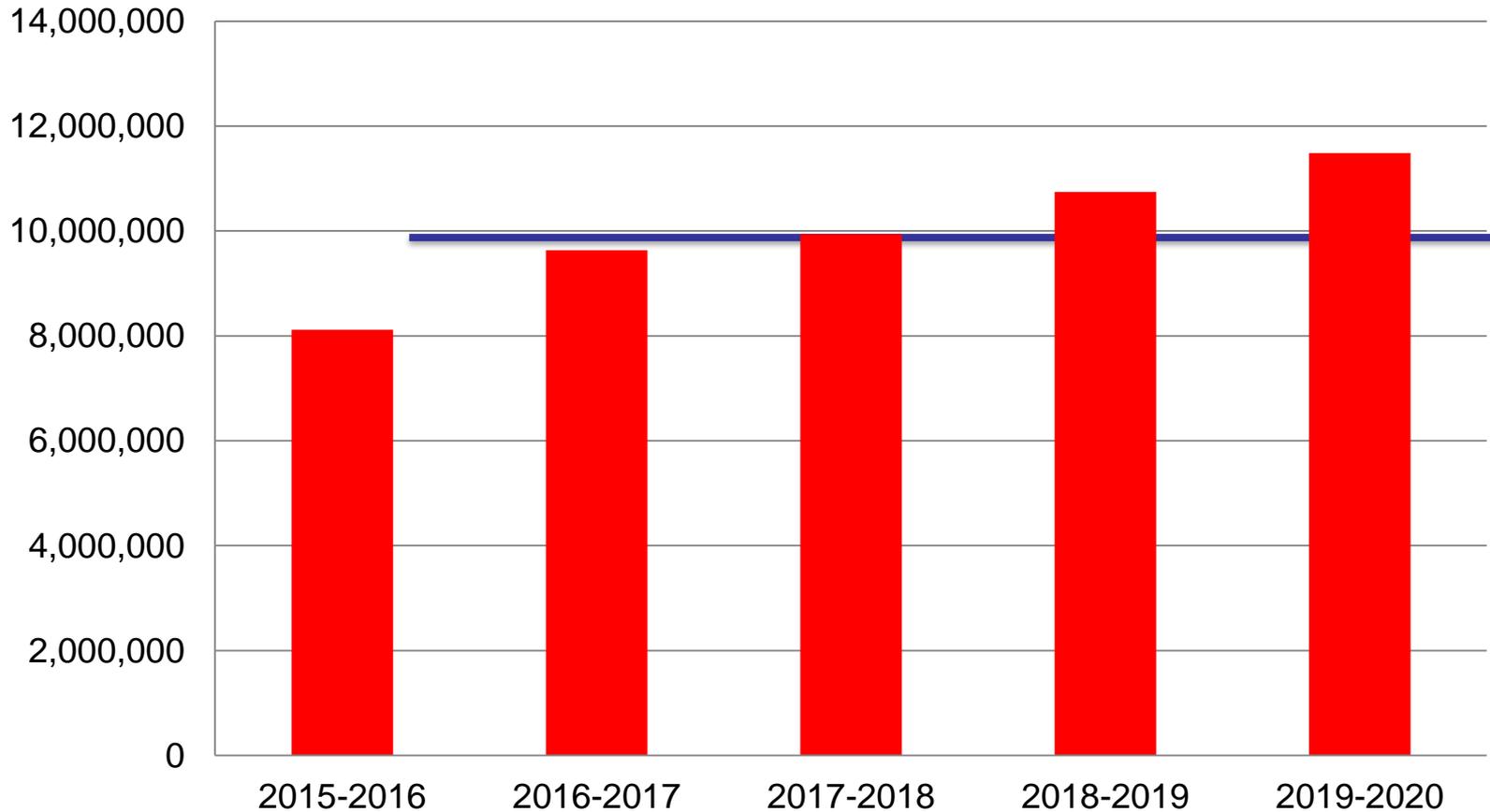
Oil & Gas Equipment Revenue

5-year average annual collections =
\$2,422,391

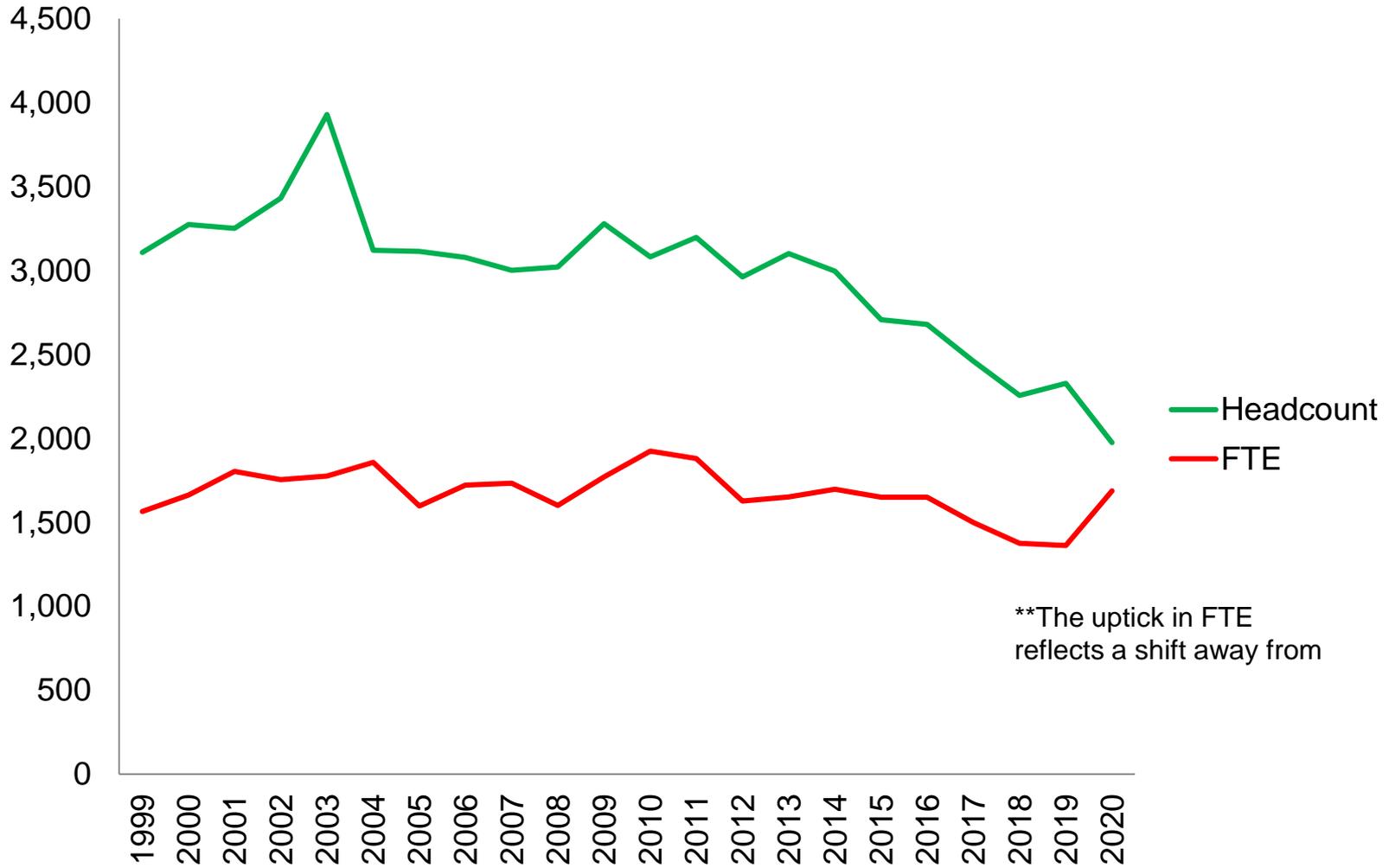


Property Tax Revenue

**5-year average annual collections =
\$9,983,824**



NMJC Fall Headcount and FTE History



Lessons & Issues for NMJC

- State funding continues to shift. Institutional performance will become more important.
 - End-of-Course completions, NMJC Degrees, Certificates, STEMH Courses and degrees, At-Risk Student Success, and Retention matters.
- Conservative financial planning continues to be a critical strategy.
- The long-term impact of the virus is unknown at this time.
 - Short term impact: 14.1% decline in SCH enrollment.
 - Shift in student priorities still unknown.

FY22 Revenue Picture

	FY21 Budget	FY21 Proposed	+/-	Difference
Tuition & Fees	3,914,806	3,939,025	Increase	24,219
State Appropriations	5,747,200	6,318,400	Increase	571,200
Athletics	535,500	530,800	Decrease	(4,700)
Oil & Gas	5,580,000	5,580,000	-	-
Oil & Gas Equip. Tax	1,655,000	1,655,000	-	-
Mill (Property)	9,200,000	9,721,500	Increase	521,500
Auxiliary Enter.	2,709,861	2,756,942	Increase	47,081
Interest & Misc.	338,918	358,918	Decrease	(43,236)
	29,681,285	30,797,349	Increase	1,116,064

		Budget 2020/2021	Budget 2021/2022	Increase (Decrease)	Page #	
President						
President's Office	1001	403,824	403,824	-	1	
Board	1010	37,625	37,625	-	2	
VP for Instruction	1011	165,000	165,000	-	3	
VP for Student Services	1012	129,177	129,177	-	3	
VP for Finance	1013	138,287	124,000	(14,287)	3	Salary Diff
VP for Training & Outreach	1014	108,076	108,076	-	3	
General Counsel & Executive Director Adm	1016	203,528	203,528	-	3	
General Institutional Support	1025	258,500	258,500	-	4	
Lea County Cowboy Hall of Fame	1070	9,427	9,427	-	5	
Western Heritage Museum	1071	299,737	299,737	-	6	
Maintenance	1101	802,004	840,099	38,095	7	Salary Diff & Air Handler Agreements
Custodial	1102	829,095	819,456	(9,639)	8	Salary Diff
Grounds	1103	258,166	278,166	20,000	9	Weed control agreement
Motor Pool	1104	13,000	13,000	-	10	
		3,655,446	3,689,615	34,169		

General Counsel & Executive Director of Adm Services						
Office Gen Counsel & Ex of Admin Service	1029	16,000	16,000	-	11	
Institutional Foundation	1030	70,322	76,822	6,500	12	Maintenance Agreement
Institutional Development	1031	67,848	69,688	1,840	13	Salary Diff
Campus Security	3101	469,099	477,399	8,300	14	Bosch Maintenance Agreement
Human Resources	4010	256,525	256,525	-	15	
		879,794	896,434	16,640		

Vice President for Instruction						
Office of the Vice President for Instruction	2001	1,456,907	1,456,907	-	16	
Summer School	2002	320,000	320,000	-	17	
Instructional Support	2004	48,000	48,000	-	18	
Institutional Effectiveness	1032	176,350	207,862	31,512	19	Salary Diff
College Communications	3071	385,704	385,704	-	20	
KNMJ Radio & T-Bird TV	3072	50,000	59,300	9,300	21	Tower Rental Increase
		2,436,961	2,477,773	40,812		
Division of Public Safety						
Director of Public Safety Programs	2041	160,419	160,419	-	22	
Corrections Academy	2043	-	-	-	23	
Law Enforcement Academy	2045	78,514	78,514	-	24	
Dispatch Academy	2048	5,000	5,000	-	25	
		243,933	243,933	-		

Dean of Arts Sciences & Learning Support		Budget 2020/2021	Budget 2021/2022	Increase (Decrease)	Page #	
Office Dean ASLS	2101	201,444	203,937	2,493	26	Salary Diff
Transitional Studies	2103	310,158	310,158	-	27	
Library Administration	2011	143,485	140,792	(2,693)	28	Salary Diff
Library Services	2012	200,217	200,217	-	29	
Academic Success Center	2104	188,267	188,267	-	30	
English	2121	213,470	259,958	46,488	31	Position Added Back
Humanities	2141	200	200	-	32	
Education/Early Childhood	2161	53,673	53,673	-	33	
Languages	2181	48,912	48,912	-	34	
Performing Arts	2221	12,093	12,093	-	35	
Music - Band	2222	60,140	60,140	-	36	
Arts	2321	64,348	64,348	-	37	
History/Government/Anthropology	2851	100,781	100,781	-	38	
Math	2811	195,290	188,038	(7,252)	39	Salary Diff
Biology	2831	235,728	235,728	-	40	
Chemistry	2832	57,147	57,147	-	41	
Geology	2833	64,051	64,051	-	42	
Anatomy/Microbiology	2834	13,451	12,451	(1,000)	43	Supplies
Physics/Engineering/Astronomy	2835	50,272	51,272	1,000	44	Supplies
Psychology	2852	103,176	138,276	35,100	45	Position Added Back
Sociology	2853	59,840	94,941	35,101	46	Position Added Back
		2,376,143	2,485,380	109,237		

Dean of Applied Sciences & Learning Technology						
Dean's Office for Applied Sciences & LT	2910	207,160	209,660	2,500	47	Salary Diff
Lea County Distance Education	2003	107,544	107,544	-	48	
Criminal Justice	2042	66,550	86,607	20,057	49	Position Added Back
Physical Education	2821	838,566	840,025	1,459	50	Salary Diff
Business/Accounting/Economics	2601	118,596	118,596	-	51	
Computer Information Systems	2642	64,295	64,295	-	52	
Distance Learning	2905	199,219	199,219	-	53	
Nursing	2542	688,292	709,247	20,955	54	Serve Maint. Agree & Salary Diff
Nursing Expansion (RPSP)	2544	299,900	281,900	(18,000)	55	Decrease in RPSP Funding
Automotive Technology	2581	-	65,218	65,218	56	Position Added Back
Ford/ASSET	2582	141,973	151,296	9,323	57	
GM/ASEP	2583	144,675	137,098	(7,577)	58	
Technical Programs	2584	48,980	48,980	-	59	
Diesel	2585	72,240	72,240	-	60	
Cosmetology & Barbering	2651	245,838	320,938	75,100	61	Position Added Back & Supplies
Welding	2661	86,604	86,604	-	62	
Entertainment Technology	2911	190,745	190,745	-	63	
Animal Science	2912	89,918	89,918	-	64	
Energy Technology	2914	1,000	68,746	67,746	65	Position Added Back
Special Programs	2621	45,600	45,600	-	66	
		3,657,695	3,894,476	236,781		

Vice President for Training & Outreach					
Office Vice President for Training & Outreach	2901	181,404	181,404	-	67
Transportation Training	2902	100,049	100,049	-	68
Continuing Education	2903	380,276	380,276	-	69
Events	2904	36,700	36,700	-	70
Workforce Training	2906	93,740	93,740	-	71
Truck Driving Training	2909	95,774	95,774	-	72
Oil & Gas Training	2913	106,964	106,964	-	73
		994,907	994,907	-	

		Budget 2020/2021	Budget 2021/2022	Increase (Decrease)	Page #	
Vice President for Student Services						
Office Vice President for Student Services	3001	57,320	52,808	(4,512)	74	Salary Diff
Counseling Office	3021	136,244	136,244	-	75	
SSS	3022	26,901	26,901	-	76	
Enrollment Management	3041	153,863	157,294	3,431	77	Salary Diff
Student Recruiting	3042	218,941	182,187	(36,754)	78	Position Eliminated
Financial Aid	3061	232,381	240,825	8,444	79	Salary Diff
Testing Center	2105	83,049	81,116	(1,933)	80	Salary Diff
Institutional Workstudy	3064	100,000	100,000	-	81	
Honors Scholarship	3066	110,880	110,880	-	81	
Student Tuition Waivers	3067	600,000	650,000	50,000	81	Waivers
Employee Tuition Waivers	3067	25,000	25,000	-	81	
Dean of Students	3080	116,900	116,900	-	82	
Student Life	3081	182,640	182,640	-	83	
Residential Housing	3082	268,444	269,246	802	84	Salary Diff
Athletic Administration	3121	209,927	219,967	10,040	85	Visiting Team
Basketball - Men	3122	176,785	182,845	6,060	86	GIA & Travel
Basketball - Women	3123	179,625	184,985	5,360	87	GIA & Travel
Baseball	3124	239,795	250,171	10,376	88	GIA & Travel
Golf	3125	100,081	106,873	6,792	89	GIA & Travel
Rodeo	3126	307,987	348,582	40,595	90	GIA & Supplies
Athletic Training	3127	78,213	84,146	5,933	91	GIA & Supplies
Track & Field Men & Women	3128	409,740	424,620	14,880	92	GIA & Travel
Cheerleaders	3129	16,448	16,448	-	93	
Volleyball	3130	168,480	176,840	8,360	94	GIA & Travel
Cross Country Men & Women	3131	109,920	117,720	7,800	95	GIA & Travel
Women's Sport	3132	100,000	180,000	80,000	96	GIA & Travel
Food Service	4050	575,020	627,000	51,980	97	Increased Costs
		4,984,584	5,252,238	267,654		

Vice President for Finance						
Business Office	4001	383,210	383,210	-	98	
Telephone/Mail Services	4030	126,326	126,326	-	99	
Computer Services	1050	1,052,232	1,058,852	6,620	100	Salary Diff
ELIN	1051	124,784	131,935	7,151	101	Salary Diff
Fringe Benefits	4011	5,114,228	5,264,228	187,100	102	ERB rate increase & Comp Increase
Bookstore	4040	1,186,708	1,186,708	-	103	
Document Center	4060	54,334	54,334	-	104	
Insurance	4101	362,000	413,000	51,000	105	Premium Increase
Utilities		1,115,000	1,126,000	11,000	106	
				-		
		9,518,822	9,744,593	225,771		
				-		
Proposed new positions				-		
Compensation 1.5%		-	185,000	185,000		
BR&R (State Mandated)		598,000	598,000	-		
ER&R (State Mandated)		335,000	335,000	-		
		933,000	1,118,000	185,000		
		29,681,285	30,797,349	1,116,064		

2021/22						
NEW MEXICO JUNIOR COLLEGE						
Capital Project Requests						
Fund #	Request	Project	Master Plan	Vision	Strategic Priorities	Strategies & Objectives
91110	600,000	<i>Voc B Air Handler</i>	MP	V 1,2,3	SP 2,3	SO 1,3,4
91111	900,000	<i>Softball Field</i>	MP	V 1,2,3,4	SP 2,3	SO 3,4
91501	500,000	<i>Technology Upgrade</i>	IT	V 1,2,3,4	SP 2,3,4	SO 1,3,4,5,6
91539	180,000	<i>Housing Upgrades and Repairs</i>	MP	V 1,2,3	SP 2	SO 1,3,4
91543	300,000	<i>Concrete Upgrades & Shade Structures</i>	MP	V 1,2,3	SP 2	SO 3,4
91544	100,000	<i>Campus Construction</i>	MP	V 1,2,3	SP 2	SO 1,3,4
91551	100,000	<i>Campus Security</i>	MP	V 1,2,3	SP 2	SO 1,2,3,4
91532	500,000	<i>Campus Paving</i>		V 1,2,3	SP 2	SO 1,3,4
91558	60,000	<i>Copier replacement</i>		V 1,2,3	SP 2	SO 3
91560	500,000	<i>Non-Recurring Compensation</i>		V 1,2,3	SP 1,2,5	SO 3,4,5
91562	100,000	<i>Athletics</i>		V 1,2,3,4	SP 2,3	SO 1,3,4
91590	1,500,000	<i>Watson Hall Remodel</i>	MP	V 1,2,3,4	SP 2,3	SO 1,2,3,4,6
91599	1,000,000	<i>Vocational Training Building</i>	MP	V 1,2,3,4	SP 2,3	SO 1,2,3,4,6
91576	600,000	<i>Driving Range Upgrades</i>		V 1,2,3,4	SP 2,3	SO 1,3,4
91570	60,000	<i>WHM Exhibits</i>		V 1,2,3,4,5	SP 2	SO 3,4
91582	350,000	<i>New Horizons Resources</i>		V 1,2,3,4,5	SP 2	SO 2,3,4
91589	400,000	<i>Turf Replacement</i>		V 1,2,3	SP 2	SO 3
	7,750,000	Total request for capital projects from reserves				

* Oil and gas revenues collected in excess of budgeted amounts will be considered as a funding source for capital need

Thank you!



NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

To: **New Mexico Junior College Board Members**
From: Josh Morgan
Date: April 9, 2021
RE: Expenditure and Revenue Reports for March 2021

March is month nine or 75% of the budget for the 2020/2021 fiscal year. The Expenditure Report represents expenditure totals that include funds expended and encumbered. The total year-to-date funds expended and/or encumbered through the month of February is \$52,603,037.

The total current unrestricted fund expenditures through March are \$18,860,843, which is 66% of the projected budget. Instruction and General is running below normal for this time of year. This is due to open positions not yet filled as well as a decline in travel. In other current unrestricted funds, expenses are also down as compared to FY 20. Internal Services which consists of the Computer Services and the Document Center continue to receive monthly credits from Instruction & General to cover the operating costs. Auxiliary Enterprises will begin to have credits posting from return of books. Over all, expenditures are down as compared to March 2020.

In the restricted funds, the expenditures in the grants area are slightly lower than this time last year. The Business Office continues to monitor the expenditures in the grants and request the drawdown from the state and federal agencies. The year-to-date restricted student aid is more than compared to February 2020. This is due Federal CARES funds that are being awarded. Total amount of restricted funds expended through March 2021 is \$4,387,929.

Total plant funds expended include expenditures for Technology Upgrade, Caster and McLean Remodels, Fire Alarm Upgrade, Facilities Management System Upgrade, Golf Building Construction, and the WHM Roof Replacement.

Total expenditures and or encumbrances through March 2021 were \$52,603,037 or 72% of the budget.

Total current unrestricted revenue received in March 2021 was \$2,932,020, with the year-to-date total of \$35,449,747. This mostly consists of the tuition and fees, the monthly allocation from the state, the oil and gas income, and property tax revenue.

The tuition and fees collected in March 2021 for the spring semester were \$65,441. Oil and gas mill levy received in March for the month of December was \$2,205,833. The property tax revenue received in March was \$77,925. Looking at the past trends in property tax payout, the College should receive additional property tax revenue in June. In FY 20, the total for mill levy property tax was \$11,485,781.

There was \$145,999 drawn in for restricted Grant revenue in March, and \$201,686 in the Restricted Student Aid revenue. The total year-to-date revenue in the restricted funds is \$4,469,063.

In plant funds, there was \$28,657 GOB funds drawn down for the Facilities Management project, \$4,220 STB funds drawn down for the Infrastructure/Heidel Hall Air Handler project and \$57,028 General Fund funds drawn down for the Watson Hall Safety and Security Improvements project. LGIP interest income for March was \$5,265.

Total revenue for the month of March 2021 is \$3,374,875, with year-to-date revenue of \$42,142,354 or 112% of projected revenue budget.

The oil and gas revenues continue to be strong over the past six months. The total oil and gas and oil and gas equipment tax revenue received through March of 2021 including the accrual of \$465,000 for each of the three months of January, February and March is \$17,123,540.

The Investment Report shows a beginning balance in LGIP funds of \$47,000,000. We withdrew \$2,000,000 during the month bring the balance down to \$45,000,000 as of the end of March. Allocated capital projects at the end of March were \$25,144,529.52.

This concludes the Financial Report for March 2021.

NEW MEXICO JUNIOR COLLEGE
Expenditure Report
March 2021

75% of Year Completed

Fund	2019-20			2020-21			
	Final Budget	Year-to-Date Expended or Encumbered	Percentage of Budget Expended	Budget	Current Expended or Encumbered	Expended or Encumbered	Percentage of Budget Expended
CURRENT UNRESTRICTED FUND							
Instruction and General:							
Instruction	11,862,407	6,920,328	58%	10,267,223	783,807	6,435,511	63%
Academic Support	2,569,083	1,611,550	63%	2,372,925	181,148	1,465,432	62%
Student Services	2,207,388	1,450,480	66%	2,121,047	157,896	1,254,671	59%
Institutional Support	4,648,321	3,050,082	66%	4,566,506	337,926	3,055,790	67%
Operation & Maintenance of Plant	3,988,457	2,677,520	67%	3,983,813	268,541	2,446,980	61%
Subtotal - Instruction & General	25,275,656	15,709,960	62%	23,311,514	1,729,318	14,658,384	63%
Research	-	101,898		-	9,097	84,527	
Public Service	50,000	25,207	50%	50,000	4,736	33,746	67%
Internal Service Departments	189,176	119,570	63%	109,089	(95,265)	113,751	104%
Student Aid	685,880	697,238	102%	710,880	5,740	724,449	102%
Auxiliary Enterprises	2,722,498	2,343,969	86%	2,160,172	162,495	2,052,023	95%
Athletics	2,308,988	2,024,627	88%	2,267,001	68,791	1,193,963	53%
Total Current Unrestricted Fund	31,232,198	21,022,469	67%	28,608,656	1,884,912	18,860,843	66%
CURRENT RESTRICTED FUND							
Grants	949,794	545,928	57%	908,797	102,477	526,429	58%
Student Aid	3,862,038	3,850,554	100%	3,862,038	139,300	3,861,500	100%
Total Current Restricted Fund	4,811,832	4,396,482	91%	4,770,835	241,777	4,387,929	92%
PLANT FUNDS							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from Institutional Funds	26,982,338	11,883,660	44%	29,729,122		26,285,898	88%
Projects from State GOB Funds	4,764,218	3,086,500	65%	6,416,370		1,898,973	30%
Projects from State STB Funds	-	-	0%	900,000	4,220	4,220	0%
Projects from General Fund	938,466	463,558	49%	353,400	57,028	297,919	84%
Projects from Private Funds	-	-	0%	-	-	-	0%
Projects from State ER&R	335,000	194,145	58%	1,238,725	3,777	164,417	13%
Projects from State BR&R	598,000	507,459	85%	1,256,545		702,838	56%
Subtotal - Capital and BR&R	33,618,022	16,135,322	48%	39,894,162	65,025	29,354,265	74%
Debt Service							
Revenue Bonds	-	-	0%	-	-	-	0%
Total Plant Funds	33,618,022	16,135,322	48%	39,894,162	65,025	29,354,265	74%
GRAND TOTAL EXPENDITURES	69,662,052	41,554,273	60%	73,273,653	2,191,714	52,603,037	72%

NEW MEXICO JUNIOR COLLEGE
Revenue Report
March 2021

75% of Year Completed

2019-20

2020-21

Fund	2019-20			2020-21			
	Final Budget	Year-to-date Revenue	Percentage of Budget Received	Budget	Current Revenue	Year-to-date Revenue	Percentage of Budget Received
CURRENT UNRESTRICTED FUND							
Instruction and General:							
Tuition and Fees	3,931,431	3,964,518	101%	3,914,806	65,441	3,307,416	84%
State Appropriations	6,546,216	4,683,078	72%	5,747,200	473,829	4,325,711	75%
Advalorem Taxes - Oil and Gas	21,663,449	18,213,567	84%	7,235,000	2,205,970	17,123,540	237%
Advalorem Taxes - Property	10,500,000	7,460,016	71%	9,200,000	77,925	8,241,172	90%
Interest Income	10,000	496	5%	9,000	54	471	5%
Other Revenues	204,646	291,791	143%	196,418	-	123,967	63%
Subtotal - Instruction & General	42,855,742	34,613,466	81%	26,302,424	2,823,219	33,122,277	126%
Research	-	-	0%	-	-	-	0%
Public Service	-	-	0%	-	-	-	0%
Internal Service Departments	41,148	41,148	100%	9,000	-	1,867	21%
Auxiliary Enterprises	3,008,585	2,747,951	91%	2,846,886	64,176	1,923,978	68%
Athletics	568,984	447,246	79%	535,500	44,625	401,625	75%
Total Current Unrestricted	46,474,459	37,849,811	81%	29,693,810	2,932,020	35,449,747	119%
CURRENT RESTRICTED FUND							
Grants	949,794	693,510	73%	908,797	145,999	719,951	79%
Student Aid	3,862,038	3,664,630	95%	3,862,038	201,686	3,749,112	97%
Total Current Restricted	4,811,832	4,358,140	91%	4,770,835	347,685	4,469,063	94%
PLANT FUNDS							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from State GOB Funds	4,702,500	398,508	0%	1,702,500	28,657	1,785,900	105%
Projects from State STB Funds	-	-	0%	900,000	4,220	4,220	0%
Projects from General Fund	792,000	400,000	0%	353,400	57,028	356,948	101%
Projects from Private Funds	-	-	0%	-	-	-	0%
Interest Income (LGIP)	250,000	424,835	170%	120,000	5,265	76,476	64%
Total Plant Funds	5,744,500	1,223,343	21%	3,075,900	95,170	2,223,544	72%
GRAND TOTAL REVENUES	57,030,791	43,431,294	76%	37,540,545	3,374,875	42,142,354	112%

NEW MEXICO JUNIOR COLLEGE

Oil and Gas Revenue Report

March 2021

75% of Year Completed

Sales	Month of Distribution	OIL		GAS		COMBINED		
		Price per BBL	Lea County BBLs sold	Price per MCF	Lea County MCF sold	Monthly Revenue	2020-21 Original Budget	Variance Over (Under) Budget
Actual	July	\$37.25	17,319,589	\$1.88	50,434,252	1,561,399	465,000	1,096,399
Actual	August	\$39.07	17,858,395	\$2.09	56,003,009	1,709,971	465,000	1,244,971
Actual	September	\$36.31	17,908,397	\$2.09	55,735,897	1,641,692	465,000	1,176,692
Actual	October	\$36.27	19,745,180	\$2.15	57,564,996	1,759,720	465,000	1,294,720
Accrual	November	\$37.72	19,894,709	\$2.54	59,354,345	1,945,614	465,000	1,480,614
Accrual	December	\$43.52	19,752,832	\$2.83	59,838,635	2,205,833	465,000	1,740,833
Accrual	January					465,000	465,000	0
Accrual	February					465,000	465,000	0
Accrual	March					465,000	465,000	0
Accrual	April						465,000	(465,000)
Accrual	May						465,000	(465,000)
Accrual	June						465,000	(465,000)
Y.T.D. Production Tax Revenue						12,219,229	5,580,000	6,639,229
Y.T.D. Equipment Tax Revenue						4,904,311	1,655,000	3,249,311
Total Year-to-Date Oil & Gas and Equipment Tax Revenue						17,123,540	7,235,000	9,888,540

Source: New Mexico Taxation and Revenue Department

	FY 16	FY 17	FY 18	FY 19	FY 20
Oil Production Average	5,901,566	6,495,087	8,977,641	14,022,345	17,112,745
Average Price per Barrel	35.55	42.90	53.33	50.27	43.03
Gas Production Average	17,990,679	21,506,106	29,109,728	38,793,786	45,857,679
Average Price per MCF	2.59	3.41	3.66	3.27	1.94

NEW MEXICO JUNIOR COLLEGE

Schedule of Investments

March 2021

75% of Year Completed

Financial Institution	Amount Invested	Account Number	Interest Rate	Interest Earned
State of New Mexico Local Government Investment Pool	47,000,000	7102-1348	0.096%	5,265
Plus deposits				
Less withdrawals	(2,000,000)			
Total LGIP investments	45,000,000			5,265

Capital Project	3/31/2021
Vehicles	652,020.58
Law Academy Building	1,685.98
Computer Labs/ITV Upgrade	200,000.00
Campus Vestibules	1,250,000.00
Voc B Airhandler	200,000.00
Softball Field	890,000.00
Technology Upgrade	138,047.62
JASI	9,413.75
WHM Storage Building	340,034.85
Baseball Field	30,173.45
Rodeo Arena	23,010.06
Fire Alarm Upgrade	1,110,176.01
Luminis Software	2,993.00
Landscaping	151,896.70
Smart Classrooms	17,608.41
Campus Signage	552,892.53
Campus Paving	133,937.16
Roof Replacement WHM	176,064.04
Concrete Upgrade	215,870.33
Campus Construction	27,417.37
Oil & Gas Training	88,974.02
Workforce Training & Outreach	250,000.00
Guided Pathways Rob Johnstone	140,000.00
Public Sector	6,868.00
Campus Security	43,436.07
Lumens Software-Distance Learnig	5,000.00
Copier Replacement	13,082.22
Non-Recurring Compensation	750,000.00
Athletics	72,643.78
Student Life Programming	20,432.28
Succession Plan	52,014.15
WHM Exhibits	54,592.49
Track Upgrades	4,986.60
Driving Range Upgrades	200,758.87
McLean Hall Renovations	538,977.68
Cafeteria Upgrade	64,838.59
Channel 19 Upgrade	2,389.50
Equestrian Center	2,965,451.82
Bob Moran Upgrades	14,003.07
Campus/Hospital Fencing	563,509.84
Turf Replacement	600,000.00
Watson Hall	1,066,056.05
Facilities Management System	1,583,161.02
Busing Support for Recruiting	5,872.30
Caster Upgrades	6,368,222.01
Workforce Training Center	3,000,000.00
Heidel/Hagelstein Air Handlers	400,000.00
Allied Health	144,274.63
Workforce Training Contingency	1,742.69
Total	25,144,529.52

NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

5317 Lovington Highway
Hobbs, NM 88240
Phone: (575) 492-2770
Fax: (575) 492-2768

To: Board Members
From: Josh Morgan
RE: Quarterly Financial Action Report
Date: April 15, 2021

To comply with the HED (Higher Education Department) mandate that each College Board approve a quarterly financial action statement, attached is the Quarterly Action Statement for the quarter ending on March 31, 2021. This disclosure notifies you as the NMJC Board as well as the HED to any financial problems that might not be evident with an income and expense report. The College has made all required payments, payroll, and scheduled payments to vendors. Please approve the Quarterly Financial Action Report as of March 31, 2021.

Respectfully,



Josh Morgan

QUARTERLY FINANCIAL ACTION REPORT

Fiscal Year 21

Today's Date: 4-15-2021

Period (check one)

1st quarter _____

2nd quarter _____

3rd quarter X

4th quarter _____

Institution: New Mexico Junior College

DURING THE TIME PERIOD COVERED BY THIS REPORT, DID YOUR INSTITUTION:

(1) Request an advance of state subsidy? Yes: _____ No: X

(2) Fail to make its required payments, as scheduled, to appropriate retirement system(s)?

Yes: _____ No: X

(3) Fail to make its payroll payments, as scheduled?

Yes: _____ No: X

(4) Fail to make its scheduled debt service payments?

Yes: _____ No: X

(5) Fail to make payments to vendors, as scheduled, due to a cash deficiency or a substantial deficiency in the payment processing system?

Yes: _____ No: X

(6) Relative to its original budget for the fiscal year, experience any actual or anticipate any projected financial changes (such as unbudgeted decreases in revenues or unbudgeted increases in expenditures) that will result in a substantially reduced year-end fund balance or larger deficit this fiscal year?

Yes: _____ No: X

If the answer to any of the above is "Yes," please describe in a separate document: (i) the reason for the occurrence, (ii) the actions taken by your institution to resolve this particular occurrence, and (iii) the actions taken by your institution to prevent events such as this from occurring again.

In addition, if the answer to number 6 is "Yes," please describe in a separate document the nature of the financial changes and describe and assess the impact that the changes will have on your institution's planned year-end financial position.

New Mexico Higher Education Department
Institutional Finance Division
Quarterly Financial Certification Template

Please complete and sign the following certification form and submit with Quarterly Financial Statements and Quarterly Financial Actions Report.

I certify that I believe the information provided in the attached (a) Financial Statements, and (b) Financial Actions Report, for the:

1st _____ 2nd _____ 3rd X 4th _____ Quarter, FY 21

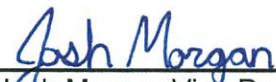
are correct as of the date indicated below, and that

New Mexico Junior College

has a functioning financial accounting system that captures assets, liabilities, revenues, and expenditures on a timely basis, and the Governing Board receives timely notification of any significant actual or projected variances between budgeted and actual revenues and expenditures.

Pat Chappelle Board Chair

Dr. Kelvin Sharp President


Josh Morgan Vice President for Finance

NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

5317 Lovington Highway
Hobbs, NM 88240
Phone: (575)492-2770
Fax: (575)492-2768

To: NMJC Board Members
From: Josh Morgan
RE: Watson Hall Renovation
Date: April 12, 2021

Attached for your review and approval is the Higher Education Department (HED) Capital Project Transmittal Summary for the Watson Hall Renovation. Currently, Watson Hall is the home of the NMJC Cosmetology Program. As you may recall, the renovation of McLean Hall is currently underway and should be completed by May 2021. The NMJC Cosmetology Program will be relocating to McLean Hall upon its completion. The other user group of Watson Hall is the Music Program and that program will be relocating to Bob Moran Hall in the Entertainment Technology area. This will leave the area vacated by the Cosmetology and Music programs available to be renovated and reconfigured to allow for co-location of all allied health programs and expansion of existing programs. The remodeled Watson Hall would establish dedicated training space including state-of-the-art services for EMT, Paramedic, Clinical Medical Assistant, Surgical Scrub Technician, Certified Nursing Assistant and other programs. The renovation will support increased enrollment at NMJC, expansion of opportunities for STEMH related employment and create new training facilities available for ongoing professional development. The Watson Hall theater will not be renovated and will only be slightly upgraded to meet ADA accessibility standards and allow the theater to be used as a larger instructional lecture hall. Vestibules will also be added to the entrances to help with cooling and heating loss and to enable the building to be locked down by adding access controls to the outside vestibule doors.

A professional services contract has been entered into with Dekker/Perich/Sabatini for the programming and conceptual design of the Watson Hall renovation. NMJC received \$2,000,000 in the 2020 General

Obligation Bonds for the renovation of Watson Hall and \$400,000 in General Fund Capital Outlay for the Watson Hall fire alarm system, exterior building access vestibule and control areas and security cameras. Last April 2020, the Board approved moving \$1,100,000 from reserves to fund the Watson Hall renovation. Also, with the Boards approval of the FY21 Capital Projects request, we will be moving \$1,500,000 from reserves to fund the Watson Hall renovation. Total funds available for this project will be \$5,000,000 that will cover construction, contingency, architectural/engineering, movable equipment and gross receipts tax. This project has been in the works for several years and funds have been systematically set aside to fund the renovation. The design work is still in progress but in order to get the program started in August 2022, we need to get the HED Capital Projects committee approval at the May 12, 2021 regular HED Capital Projects committee hearing. Upon getting the HED approval for this project, the next step is to get approval for a contractor that will start the renovation.

We are requesting your approval for the Watson Hall renovation as presented in the HED transmittal summary.

Respectfully,

A handwritten signature in blue ink that reads "Josh Morgan". The signature is written in a cursive, flowing style.

Josh Morgan

NEW MEXICO HIGHER EDUCATION DEPARTMENT
2044 Galisteo Street, Suite 4, Santa Fe, NM 87505-2100

CAPITAL PROJECT TRANSMITTAL SUMMARY SHEET

Complete this summary sheet and include with project submittal. The deadline to submit project documents can be found on the NMHED Annual Calendar of Events at <http://www.hed.state.nm.us/institutions/resources.aspx>. In order to ensure your project will be considered, it must be uploaded by the deadline to the link found at the following web address: <https://cptss.hed.state.nm.us/app>

Institution: New Mexico Junior College

Date: 04/12/2021

1. Project title: NMJC Watson Hall Remodel
2. HED meeting date when project consideration is requested: 05/12/2021
3. Contact person: Josh Morgan Phone: 575-492-2771
Email: jmorgan@nmjc.edu
4. Required forms for project categories (5.3.10 and 2.70.4 NMAC):
 - a) Construction, Alterations, or Demolition (All Forms)
 - b) Revenue Bond Forms (1, 1-A, 4, 5, 6)
 - c) Property Acquisition – Purchase, Lease, or Donation (Forms 1, 1-A, 3, 4, 5, 6)
 - d) Property Disposition – Sale or Trade (Forms 1 and 6)
5. A site plan or plat, as-builts or completed preliminary floor plan drawings, including elevations, with each space identified as to function. (Required for all project categories)
6. Supporting Documentation for Funding Sources. (Required for project category a, b, and c)
7. Certificate of Adequate Parking. (Only required for new construction and property acquisition)
8. Evidence of Energy Measures (Required for project category a and c)
9. Form 1 – Project Information
10. Form 1-A – Institutional and General Information
11. Form 2 – Space Information
12. Form 3 – Estimated Utilities Costs
13. Form 4 – Proposed Project Costs
14. Form 5 – Proposed Project Square Footage and Funding Sources
15. Form 6 – Certification by Governing Board
16. Completed Presenter Information Sheet

NEW MEXICO HIGHER EDUCATION DEPARTMENT

FORM 1: PROJECT INFORMATION

Spell out and define all acronyms

Institution: New Mexico Junior College

Original: **Date:** 04/12/2021

Project title: NMJC Watson Hall Remodel

Revision: **Date:**

Location of Facility: Campus of New Mexico Junior College

Age of Facility: Watson Hall was originally built in 1967 with 13,360 square feet

Date of Last Improvement: 2015; new air handler

Types of Space within Facility: Instructional and a theater for both instructional and public use

Gross Square Footage of Facility: 14,536

Gross Square Footage Offset: No new significant square footage will be added

General Nature of Use and User Groups within Facility:

Watson Hall is an instructional building where performing arts and music courses had been taught. It is also the location of the Cosmetology Program. There is a theater used for both instructional and public use. In May 2021, the Cosmetology Program will be relocating to the newly remodeled McLean Hall. The Music Program has relocated to the Entertainment Technology area of Bob Moran Hall and the Performing Arts Program utilizes the theater in Watson Hall.

Detailed Scope of Work and Impact to User Groups:

Watson Hall has a total of 14,536 square feet. The proposed work to be performed is to remodel and reconfigure the instructional area previously occupied by the Cosmetology, Performing Arts and Music Programs. The area comprised of the theater will not be significantly remodeled. The theater's scope of work will be to make it more assessable for ADA needs and to convert the chairs in the theater to add a table top in order for the theater to be used as additional instructional space for a larger lecture hall. A small vestibule will be added at the west side Watson Hall entrance and vestibules will be incorporated into the existing square footage on the east and south entrance to help with heating and cooling loss and to enable the building to be locked down by adding access controls to the outside vestibule doors.

The work to be performed will reconfigure the square footage portion outside of the theater for Allied Health type classes. The renovation will replace and relocate plumbing for new ADA compliant restrooms, electrical, lighting, move walls, change hallways, add new security systems and access controls, update the facility management system and update the fire alarm system. Dekker Perich & Sabatini are the architects doing the design and renovation work for the space in Watson Hall formerly set up for the Cosmetology Program, Performing Arts and Music Programs and converting the layout and function for Allied Health training programs.

The Cosmetology and Music Programs have permanently relocated to different buildings on the NMJC campus. The Performing Arts Program is the only user group impacted by this renovation but the program has not fully been functioning due to COVID protocols.

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 1: PROJECT INFORMATION (con't)

Institution: New Mexico Junior College

Original: **Date:** 04/12/2021

Project title: NMJC Watson Hall Remodel

Revision: **Date:**

Description of why this project is needed and how it satisfies program needs/enrollment/mission:

Allied health fields are one of the fastest growing employment sections of the economy. In fact, here in Lea County, Covenant Health System is building a new state-of-the art hospital and working to dramatically expand regional medical services in SE New Mexico. NMJC has long-established, successful programs in nursing, EMT, and Clinical Medical Assistant. Now, NMJC needs to expand both capacity for existing pathways and open new pathways to serve the burgeoning medical services field in SE New Mexico. Watson Hall is the building most closely located to the NMJC Allied Health Building (home of the nursing programs). Plans for renovating Watson would allow for co-location of all allied health programs and expansion of existing programs. The remodeled facility would establish dedicated training space including state-of the art simulation services for EMT, Paramedic, Clinical Medical Assistant, Surgical Scrub Technician, Certified Nursing Assistant, and other programs. The remodeled facility will support increased enrollment at NMJC, expansion of opportunities for STEMH related employment, and create new training facilities available for ongoing professional development.

Describe the consequences of this project not receiving approval:

The most critical element of the funding is the ability to increase program capacity in all allied health fields being taught at NMJC. The college can continue to teach the programs but only in limited numbers with current long waiting lists of students. Remodeling of Watson Hall will allow the CAN program to move to new, larger facility and will open corresponding space in the current nursing building for additional class size. Creation of new, dedicated space (without expanding the campus footprint) will allow for the growth of all programs and establishment of new programs such as Surgical Scrub Technician.

Was this project included in the annual Capital Outlay Plan submitted to HED. If yes provide year included. If not, provide reason why:

This project received \$2,000,000 in 2020 GOB funding.

If this request was included in a previous recommendation for Legislative funding, provide information on differences from initial recommendation to current project request:

Provide detailed information on the impact this project will have on Operations and Maintenance budgets? What source of funding will be used to cover these costs?

This is a remodel of an existing building. The impact on the operations and maintenance will not be impacted. No additional funding will be required.

**NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 1-A: INSTITUTIONAL AND GENERAL INFORMATION**

Institution: New Mexico Junior College

Original: **Date:** 04/12/2021

Project title: NMJC Watson Hall Remodel

Revision: **Date:**

Current Total On-Campus Enrollment – Fall Semester	
Head Count: <u>2326</u>	FTE: <u>1593.7</u>
<u>3</u> % Growth from previous year	< <u>30.1</u> >% Average growth in previous 5-year period

Current Total Off-Campus Enrollment (web-based or Distance Ed., etc.) – Fall Semester	
Head Count: <u>271</u>	FTE: <u>121.4</u>
<u>3</u> % Growth from previous year	< <u>22.4</u> >% Average growth in previous 5-year period

Tuition – Fall Semester		
Current Tuition Per Credit Hour: \$ <u>40.00</u>	Current Tuition Per Semester: \$ <u>600.00</u>	
Month/year per semester tuition was last increased: <u>March / 2021</u>	Amount of last per semester tuition increase: \$ <u>1.00</u>	<u>2</u> % Change from last increase

Program Enrollment Being Served by this Project – Fall Semester	
Head Count: <u>379</u>	FTE: <u>247</u>
<u>0</u> % Growth from previous year	<u>6</u> % Average growth in previous 10-year period

Bonding Information (to be completed if local bond proceeds are used for project funding)	
Assessed Valuation: _____	Month/year of most recent local bond issue: _____ / _____
Outstanding Debt: _____	
Available Capacity: _____	

Project Schedule	
Month/year proposed construction start date: <u>June / 2021</u>	Month/year proposed construction completion date: <u>July / 2022</u>

Comments:

The remodeled Watson Hall will support increased enrollment at NMJC and expansion of STEMH related employment opportunities.

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 2: SPACE INFORMATION

Institution: New Mexico Junior College

Original: **Date:** 04/12/2021

Project title: NMJC Watson Hall Remodel

Revision: **Date:**

List the Net Assignable Square Feet (NASF) and Net Usable Square Feet (NUSF) of spaces to be constructed, altered, or demolished by this project. Definitions of classifications used below may be found in "Postsecondary Education Facilities Inventory and Classification Manual" (FICM) published by the U.S. Department of Education.

CLASSIFICATION CODE	TYPE OF SPACE	DEMO	NEW	ALTERATION	% OF NUSF (NEW & ALT)	
100	Classroom	0	0	2,026	25.0123456790	
200	Laboratory	0	0	2,483	30.65432098765	
300	Office	0	0	790	9.753086419753	
400	Study	0	0	0	0	
500	Special	0	0	4,802	59.28395061728	
600	General	0	0	380	4.69135802469	
700	Support	0	0	0	0	
800	Health	0	0	0	0	
900	Residential	0	0	0	0	
TOTAL NET ASSIGNABLE AREA (NASF)		0	0	10,481	129.395062	
WWW	Circulation Area	0	0	1,701	21	
XXX	Building Services Area	0	0	847	10.45679012345	
YYY	Mechanical Area	0	0	697	8.60493827160	
TOTAL NONASSIGNABLE AREA		0	0	3,245	40.061728	NIC SQ FT
TOTAL NET USABLE AREA (NUSF)		0	0	13,726	169.45679	0
TARE		0	0	810		TOTALS
TOTAL PROJECT GROSS SQUARE FEET		0	0	14,536		14,536
FINAL PROJECT GROSS SQUARE FEET						14,536
ORIGINAL BUILDING GROSS SQUARE FEET						14,536
FINAL BUILDING GROSS SQUARE FEET						14,536
FINAL BUILDING GROSS SQUARE FEET DIFFERENCE						0

**NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 3: ESTIMATED UTILITY COSTS AND ENERGY EFFICIENCY MEASURES**

Institution: New Mexico Junior College

Original: **Date:** 04/12/2021

Project title: NMJC Watson Hall Remodel

Revision: **Date:**

This form is designed to estimate the project's effect on current utilities costs, and to note submittal of supporting documentation related to Energy Saving Measures incorporated into the project.

FORMULA	CURRENT EXPENSES	PROJECTED ANNUAL EXPENSES AFTER COMPLETION	DIFFERENCE BETWEEN CURRENT AND PROJECTED (+ OR -)
Eligible GSF: <u>14,536</u> x \$3.75	\$ 54,510.00	\$ 54,510.00	

Check applicable boxes below:

Space is non I&G
(Comment Required)

Target Finder attached

LEED Checklist attached

Project Green Screen Features and Comments. Describe, in detail, the energy measures being implemented:

Since this renovation project is less than 15,000 sf and doesn't exceed 50kW peak load demand it is not being designed to meet LEED Silver Certification through the USGBC. The project does meet a minimum Energy Star score of 75 and achieves a minimum delivered energy performance standard of one-half the U.S. energy consumption for that building type as defined by the U.S. Department of Energy. Some of the energy and water saving features of this project are:

1. Continued use of the efficient campus central plant system using a four-pipe VAV mechanical system. We will reuse a recent air handler and pumps and redistribute the ductwork and VAV units.
2. Use of LED lighting throughout
3. Use of low flow, water saving plumbing fixtures throughout
4. Designed to meet the 2018 International Energy Conservation Code (IECC)

Over the last five years, the utilities for New Mexico Junior College have been averaging 1.59 per square foot for electricity, gas, water/sewer, and garbage. Based on that number, the utility cost for Watson Hall would be \$23,112.

**NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 4: PROPOSED PROJECT COSTS**

Institution: New Mexico Junior College

Original: **Date:** 04/12/2021

Project title: NMJC Watson Hall Remodel

Revision: **Date:**

I. PROJECT BUDGET

EXPENDITURES	ITEMS INCLUDED IN TOTAL COST FOR EACH EXPENDITURE	ORIGINAL SUBMISSION		BUDGET REVISION
		NEW CONSTRUCTION	ALTERATIONS	
A. Building Cost				
1. General	Building Labor, Materials, All Signage, Material Testing & Seismic Testing		\$ 2,781,050.00	
2. Mechanical/Plumbing	Controls, Fire Suppression Systems, Test & Balance		\$ 632,014.00	
3. Electrical	Lighting Control Systems, Performance Testing		\$ 380,000.00	
4. Special Systems (voice, data, other)	Voice/Data, Wiring Performance Testing, Audio/Video infrastructure, Access Control, Security/Camera's, Fire Alarms		\$ 40,000.00	
5. Demolition	Interior Demo, HAZMAT & Abatement		\$ 106,936.00	
BUILDING COST SUBTOTAL		\$ 0.00	\$ 3,940,000.00	\$ 0.00
B. Built-in Equipment	Equipment permanently attached to building and/or infrastructure (Fume hoods, autoclaves, and lab casework)		\$ 60,000.00	
C. Site Development				
1. Utilities, Infrastructure	Utilities 5' beyond new building perimeter, relocations and tunnels		\$ 0.00	
2. Landscaping/Site Improvements	Free standing lighting, hardscapes, parking		\$ 0.00	
3. Demolition	Building, Site or Parking Removal		\$ 0.00	
TOTAL CONSTRUCTION COST (T.C.C.)		\$ 0.00	\$ 4,000,000.00	\$ 0.00

NEW MEXICO HIGHER EDUCATION DEPARTMENT

D. Construction Contingency	Not more than 5% for new Construction or 10% for renovations of Total Construction Cost (T.C.C.)		\$ 400,000.00	
E. Professional Fees				
1. Architectural/Engineering	Planning, Programming, Design thru Construction and Specialized Services		\$ 233,981.00	
2. Project Administration	PM Fees, Construction Manager at Risk (CMAR) Pre-Construction Services, IT Admin Fees, Parking Mitigation, Consultant Services, Tax Segregation services fee, Project Reserve		\$ 0.00	
3. Surveys/Commissioning	Soils Reports, Environmental Reports, Structural Shear Reports		\$ 0.00	
F. Movable Equipment	Special Systems Equipment		\$ 125,000.00	
G. Other	Site acquisition, etc.		\$ 0.00	
H. Art in Public Places (1% of State Appropriation)	AIPP or N/A		\$ 0.00	
I. Gross Receipts Tax	GRT is Not Nested within Costs Above. Amount entered will be added to Total Project Budget		\$ 238,426.00	
J. Gross Receipts Tax	GRT is Nested within Costs Above. Amount entered is included in Total Project Budget			
TOTAL PROJECT BUDGET		\$ 0.00	\$ 4,997,407.00	\$ 0.00

Comments:

Provide information on how the above cost estimates were developed. If developed by an A/E firm, provide the name of the firm and method used for estimating. If developed by the institution, provide method used for estimating.

These estimates were prepared by Dekker/Perich/Sabatini and Bradbury Stamm Construction based on 50% Construction Documents. The estimate By Bradbury used the Unifomat with unit and labor costs based on their recent experience in Hobbs and Lea County.

**NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 5: PROPOSED PROJECT SQUARE FOOTAGE
AND FUNDING SOURCES**

Institution: New Mexico Junior College

Original: **Date:** 04/12/2021

Project title: NMJC Watson Hall Remodel

Revision: **Date:**

COSTS PER GROSS SQUARE FOOT (GSF)			
	Cost (Items A-C on Form 4)	GSF for New Construction NUSF for Alteration	Cost per GSF
New Construction	\$ 0.00	0	NaN
Alterations	\$ 4,000,000.00	13,726	291.41774734081304

RATIO OF NET USABLE TO GROSS SQUARE FEET (NUSF/GSF)			
	NUSF (same as total from Form 2)	GSF	RATIO NUSF/GSF (%)
New Construction	0	0	NaN
Alterations	13,726	14,536	94.4276279581728

FUNDING SOURCE			
Enter the source of funding for the project. Total must match the total project budget on Form 4.			
Funding Source and Description		Original Submission	Budget Revision
<small>Appropriation Code</small>	<small>Description of Funding Type and Source of Funds</small>		
E5309	NMJC Watson Hall Renovation	\$ 2,000,000.00	
	SB 207 General Obligation Bonds Bond Series 2020 GOB20 Laws		
	Section 10/D/2 Appr ID A20E5309 class code E5309		
D3427	General Fund Capital Outlay 2019 GF 2019, DFA #A19D3427	\$ 400,000.00	
	SB 280 Laws of 2019 Chapter 277 Section 41 page 258		
	Other Funding Sources:		
	New Mexico Junior College Mill Levy Funds	\$ 2,600,000.00	
	(FY20 Oil & Gas Mill Levy Allocation \$1,100,000)		
	(FY21 Oil & Gas Mill Levy Allocation \$1,500,000)		
Total:		\$ 5,000,000.00	\$ 0.00

List State Appropriations as follows: Bond Series #: GOBxx or STBxx or GF 20xx, DFA #: A0x-xxxx), SBxxx or HBxxx, Laws of 20xx, chapter x, and section x. This information is available on the CPMS website at <http://cpms.dfa.state.nm.us/>. For all other funding, list revenue source and year budgeted.

NEW MEXICO HIGHER EDUCATION DEPARTMENT
FORM 6: CERTIFICATION BY GOVERNING BOARD

Institution: New Mexico Junior College

Original: **Date:** 04/12/2021

Project title: NMJC Watson Hall Remodel

Revision: **Date:**

ORIGINAL CERTIFICATION

I hereby certify, on the basis of the information contained in Forms 1 through 5 of this capital project submittal and all attached supporting documentation, if appropriate, that the Governing Board approved the original submission of this project at its meeting on April 15, 2021.

Certified:

Dr. Kelvin Sharp

Printed Name of President/Chancellor

Signature

REVISED SUBMISSION CERTIFICATION

I hereby certify that the Governing Board approved this Revised Submission at its meeting on _____.

Certified:

Printed Name of President/Chancellor

Signature