

# NEW MEXICO JUNIOR COLLEGE

## BOARD MEETING

Thursday, December 21, 2017

Zia Board Room – Library

1:30 pm

## AGENDA

- |  |               |
|--|---------------|
| A. Welcome   | Pat Chappelle |
| B. Adoption of Agenda  | Pat Chappelle |
| C. Approval of Minutes of November 16, 2017                    | Pat Chappelle |
| D. President's Report  | Kelvin Sharp  |
| E. New Business  |               |
| 1. Oath of Office  | Kelvin Sharp  |
| 2. Monthly Expenditure Reports                                 | Dan Hardin    |
| 3. Monthly Revenue Report                                      | Dan Hardin    |
| 4. Oil and Gas Revenue Report                                  | Dan Hardin    |
| 5. Schedule of Investments                                     | Dan Hardin    |
| 6. Consideration of Investments                                | Dan Hardin    |
| 7. Presentation & Recommendation by HB Construction Lucas Ford | Kelvin Sharp  |
| F. Public Comments   | Pat Chappelle |
| G. Announcement of Next Meeting                                | Pat Chappelle |
| H. Closure of Open Meeting                                     | Pat Chappelle |
| I. Adjournment   | Pat Chappelle |

**NEW MEXICO JUNIOR COLLEGE  
BOARD MEETING  
NOVEMBER 16, 2017  
MINUTES**

The New Mexico Junior College Board met on Thursday, November 16, 2017, beginning at 1:30 p.m. in the Zia Room of Pannell Library. The following members were present: Ms. Patricia Chappelle, Madam Chair; Mr. Ron Black, Secretary; Mr. Travis Glenn; and Mr. Hector Baeza. Members not present were Mr. Manny Gomez and Mrs. Mary Lou Vinson.

Ms. Chappelle called the meeting to order and welcomed visitors and guests present: Dorothy Fowler and Kim Ryan, Hobbs News-Sun and Dennis Holmberg, J.F. Maddox Foundation.

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

Upon a motion by Mr. Glenn, seconded by Mr. Black, the Board unanimously approved the minutes of October 19, 2017.

***Under President's Report,*** Mr. Deron Clark, Director of Athletics, introduced the Men's Golf Team, currently ranked No. 5 nationally.

Mr. Brandon Hunt provided Small Business Develop Center (SBDC) results for the fiscal year 2016/2017. SBDC assisted in the creation of 23 new businesses in Lea County resulting in 51 jobs created/retained in the Lea County area. In addition, SBDC assisted in securing the financing of loans in the total amount of \$3,008,500.00. The number of new constituents served was 76 and a total of 109 are currently being served. The total number of constituents in various training workshops was reported at 134.

Mr. Dale Gannaway gave an update on the New Horizons Foundation that included the unanimous approval by the New Horizons Foundation Board for the creation of

a New Horizons Investment Fund. He noted this is due to the written legislation by the New Mexico legislature authorizing two and four year institutions to commercialize technologies to help drive economic development for the State.

Dr. Sharp informed the Board that Christmas Traditions Around the World is scheduled for December 7, Employees & Faculty of the Year Breakfast is scheduled for the morning of December 8, and the NMJC Christmas Awards Banquet is scheduled for the evening of December 8.

*Under New Business*, Mr. Dale Gannaway presented a recommendation for the appointment of Lea County Commissioner Don Jones to the New Horizons Foundation Board of Directors. Upon a motion by Mr. Glenn, seconded by Mr. Black, the Board unanimously approved this recommendation.

Mr. Dan Hardin presented the October 2017 financial reports. Upon a motion by Mr. Baeza, seconded by Mr. Glenn, the Board unanimously approved the Expenditure Report for October 2017. In addition, the Revenue Report, Oil and Gas Revenue Report, and Schedule of Investments Report were reviewed.

Mr. Black made a motion to appoint Ms. Evelyn Rising to represent District VI on the Board (Mr. Zeak Williams position). Mr. Glenn seconded the motion, which carried unanimously.

Ms. Chappelle called for comments from the public. There being none, the next regular board meeting was scheduled for Thursday, December 21, 2017 beginning at 1:30 pm. Ms. Chappelle noted following adjournment of the meeting, the Board would take a tour of the Entertainment & Music Technology building.

Upon a motion by Mr. Glenn, seconded by Mr. Baeza, the board meeting adjourned at 2:15 pm.

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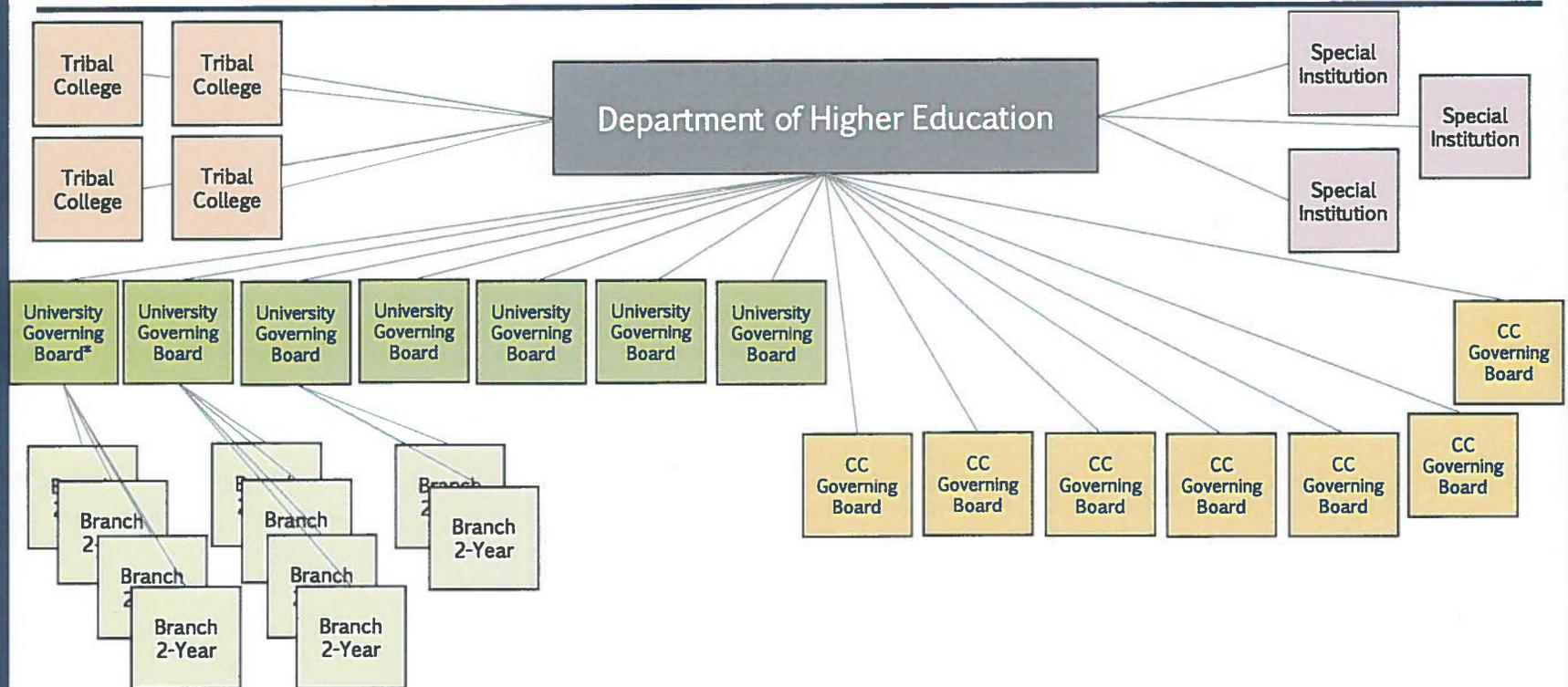
Pat Chappelle, Chair

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Ron Black, Secretary



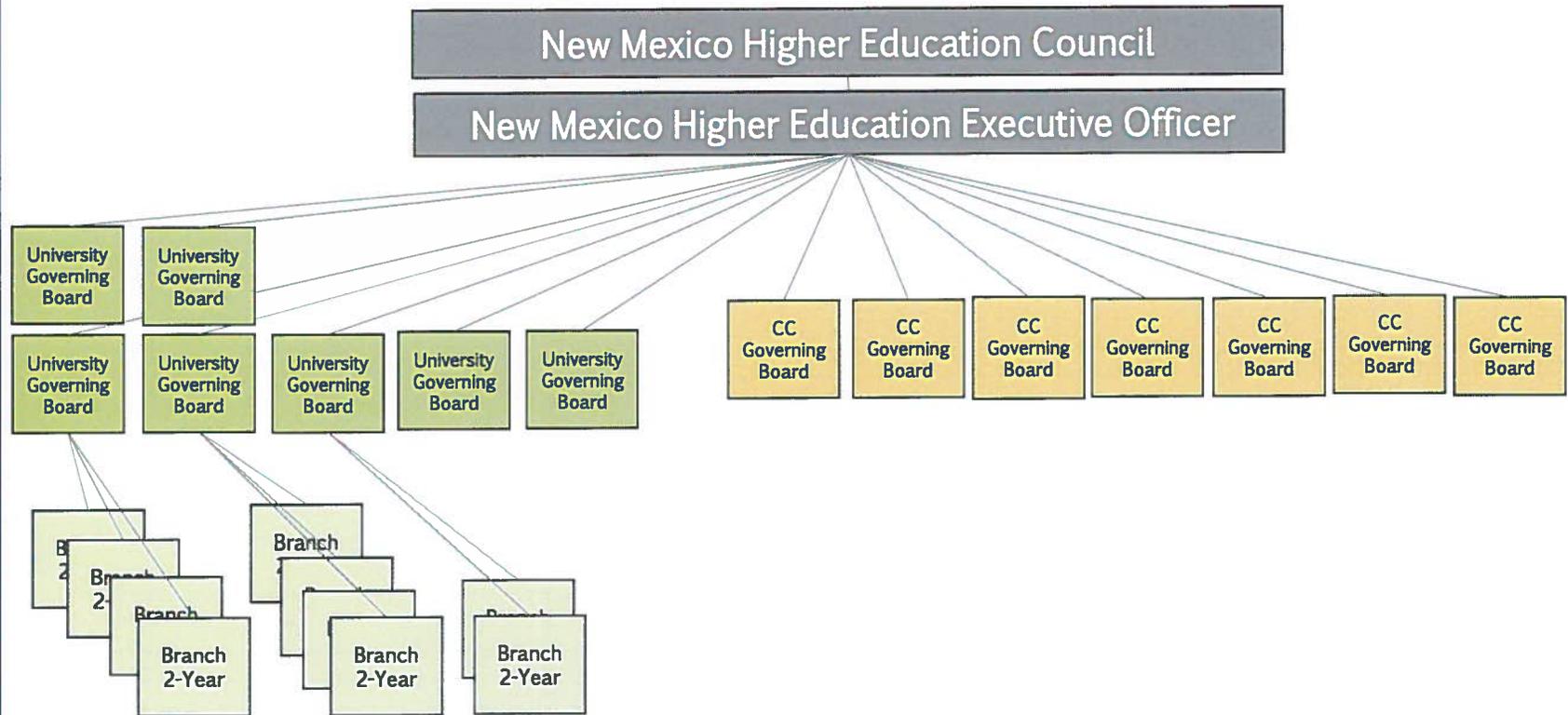
# Current Governance Structure in New Mexico



\* UNM Main Campus and HSC

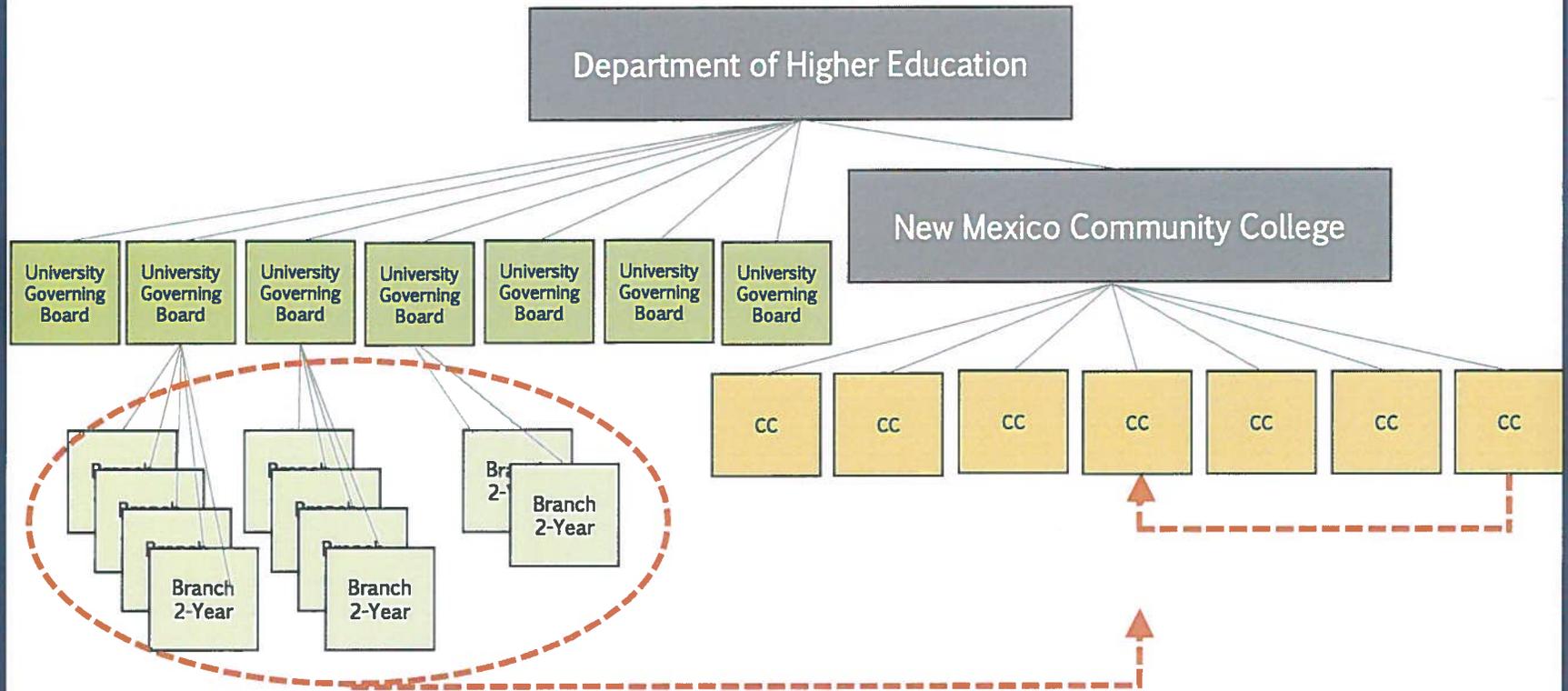


# Recommendation of the NM SHEM Committee





# NMHED Recommendation



# Proposed FY19 I&G Funding Recommendation

Institution	Proportion of Total I&G Funding with Flat Funding for FY19	FY18 Funding into the FY19 Formula	FY19 Performance Funding	FY19 Total I&G Funding	Change in I&G Funding from FY18 Adjusted Budget	Percentage Change FY18 to FY19
<b>Grand Total</b>	<b>100.00%</b>	<b>\$564,591,000</b>	<b>\$36,698,420 100.00%</b>	<b>\$564,591,000</b>	<b>\$0</b>	<b>0%</b>
<b>University of New Mexico</b>	<b>31.24%</b>	<b>\$175,823,200</b>	<b>\$11,970,070 32.62%</b>	<b>\$176,364,800</b>	<b>\$541,600</b>	<b>0.31%</b>
University of New Mexico-Gallup	1.45%	\$8,407,100	\$311,780 0.85%	\$8,172,400	(\$234,700)	-2.79%
University of New Mexico-Los Alamos	0.30%	\$1,710,400	\$94,170 0.26%	\$1,693,400	(\$17,000)	-0.99%
University of New Mexico-Taos	0.68%	\$3,274,100	\$240,860 0.66%	\$3,302,100	\$28,000	0.86%
University of New Mexico-Valencia	0.91%	\$5,135,200	\$329,000 0.90%	\$5,130,400	(\$4,800)	-0.09%
<b>Subtotal UNM &amp; Branches</b>	<b>34.48%</b>	<b>\$194,350,000</b>	<b>\$12,945,880 35.28%</b>	<b>\$194,663,100</b>	<b>\$313,100</b>	<b>-2.71%</b>
<b>New Mexico State University</b>	<b>19.33%</b>	<b>\$109,438,500</b>	<b>\$6,816,840 18.58%</b>	<b>\$109,141,800</b>	<b>(\$296,700)</b>	<b>-0.27%</b>
New Mexico State University-Alamogordo	1.20%	\$7,036,200	\$181,230 0.49%	\$6,760,100	(\$276,100)	-3.92%
New Mexico State University-Carlsbad	0.68%	\$3,860,000	\$211,320 0.58%	\$3,820,400	(\$39,600)	-1.03%
New Mexico State University-Dona Ana	3.78%	\$21,387,300	\$1,336,960 3.64%	\$21,334,100	(\$53,200)	-0.25%
New Mexico State University-Grants	0.67%	\$3,320,100	\$126,540 0.34%	\$3,230,800	(\$89,300)	-2.69%
<b>Subtotal NMSU &amp; Branches</b>	<b>25.56%</b>	<b>\$145,042,100</b>	<b>\$8,672,880 23.63%</b>	<b>\$144,287,200</b>	<b>(\$764,900)</b>	<b>-8.16%</b>
<b>Eastern New Mexico University</b>	<b>4.57%</b>	<b>\$25,603,100</b>	<b>\$1,873,280 5.10%</b>	<b>\$25,812,200</b>	<b>\$209,100</b>	<b>0.82%</b>
Eastern New Mexico University-Roswell	1.91%	\$10,985,700	\$530,770 1.45%	\$10,802,400	(\$183,300)	-1.67%
Eastern New Mexico University-Ruidoso	0.34%	\$1,936,100	\$106,470 0.29%	\$1,916,700	(\$19,400)	-1.00%
<b>Subtotal ENMU &amp; Branches</b>	<b>6.82%</b>	<b>\$38,524,900</b>	<b>\$2,510,520 6.84%</b>	<b>\$38,531,300</b>	<b>\$6,400</b>	<b>-1.85%</b>
<b>New Mexico Institute of Mining and Technology</b>	<b>4.53%</b>	<b>\$25,523,000</b>	<b>\$1,706,060 4.65%</b>	<b>\$25,670,100</b>	<b>\$47,100</b>	<b>0.18%</b>
<b>New Mexico Highlands University</b>	<b>4.62%</b>	<b>\$26,046,100</b>	<b>\$1,732,800 4.72%</b>	<b>\$26,085,900</b>	<b>\$39,800</b>	<b>0.15%</b>
<b>Northern New Mexico College</b>	<b>1.68%</b>	<b>\$9,706,900</b>	<b>\$381,920 1.04%</b>	<b>\$9,467,900</b>	<b>(\$249,000)</b>	<b>-2.57%</b>
<b>Western New Mexico University</b>	<b>2.87%</b>	<b>\$15,996,900</b>	<b>\$1,262,260 3.44%</b>	<b>\$16,219,400</b>	<b>\$222,500</b>	<b>1.39%</b>
<b>Four Year University &amp; Two Year Branch Totals</b>	<b>80.56%</b>	<b>\$455,189,900</b>	<b>\$29,212,310 79.60%</b>	<b>\$454,814,900</b>	<b>(\$375,000)</b>	<b>-13.56%</b>
<b>Central New Mexico Community College</b>	<b>9.53%</b>	<b>\$52,816,800</b>	<b>\$4,416,510 12.03%</b>	<b>\$53,799,300</b>	<b>\$983,500</b>	<b>1.86%</b>
<b>Clovis Community College</b>	<b>1.59%</b>	<b>\$9,094,100</b>	<b>\$449,620 1.23%</b>	<b>\$8,952,600</b>	<b>(\$141,500)</b>	<b>-1.56%</b>
<b>Luna Community College</b>	<b>1.15%</b>	<b>\$6,730,900</b>	<b>\$175,680 0.48%</b>	<b>\$6,469,000</b>	<b>(\$261,900)</b>	<b>-3.89%</b>
<b>Mesalands Community College</b>	<b>0.66%</b>	<b>\$3,864,200</b>	<b>\$121,120 0.33%</b>	<b>\$3,734,100</b>	<b>(\$130,100)</b>	<b>-3.36%</b>
<b>New Mexico Junior College</b>	<b>0.92%</b>	<b>\$5,157,900</b>	<b>\$346,540 0.94%</b>	<b>\$5,169,200</b>	<b>\$11,300</b>	<b>0.22%</b>
<b>San Juan College</b>	<b>3.96%</b>	<b>\$22,655,400</b>	<b>\$1,259,130 3.43%</b>	<b>\$22,348,400</b>	<b>(\$207,000)</b>	<b>-0.92%</b>
<b>Santa Fe Community College</b>	<b>1.65%</b>	<b>\$9,182,800</b>	<b>\$717,610 1.96%</b>	<b>\$9,303,500</b>	<b>\$120,700</b>	<b>1.31%</b>
<b>Two Year Independent Community College Totals</b>	<b>19.44%</b>	<b>\$109,401,100</b>	<b>\$7,486,110 20.40%</b>	<b>\$109,776,100</b>	<b>\$375,000</b>	<b>-6.33%</b>

## Oath of Office

I, Evelyn Rising, do solemnly swear to support the constitution of the United States of America and the laws of the State of New Mexico. I will faithfully and impartially discharge the duties of office as a member of the New Mexico Junior College Board, Hobbs, New Mexico which I am about to enter according to law and to the best of my ability, so help me God.

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Evelyn Rising

State of New Mexico

County of Lea

Subscribed and sworn to me this 21<sup>st</sup> day of December, 2017 by Evelyn Rising.

My Commission Expires: 9/12/20

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Notary Public

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# NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

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To: **New Mexico Junior College Board Members**

From: Dan Hardin

Date: December 14, 2017

RE: Expenditure and Revenue Reports for November

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November is month five or 42 percent of the 2017/2018 fiscal year. The expenditure report reflects expenditure totals that include funds expended and encumbered. The total year-to-date funds expended and/or encumbered through November 2017 is \$16,497,801.00.

Looking at the expense report for November, the Total Current Unrestricted Funds year-to-date is \$11,331,329.00 or 42% of the budget. As you compare this total to the November expenditures in 2016, the trends are similar or moving down. Instruction and General is on track for the amount of expenditures for the first five months of the fiscal year. In the other unrestricted funds, Internal Services is currently over budget because of the maintenance agreements that are paid for at the beginning of the fiscal year. Internal Services is the Computer Services Department and the Document Center. As we have indicated in the past there is a credit posted each month to the Computer Services Department to cover the cost of Computer Services from Instruction and General. As the year progresses, the monthly credit will bring the expenditures back in line with the budget for the year. Looking at the other current unrestricted departments most are consistent with the prior year. Auxiliary Enterprises expenditures are higher this fiscal year than in FY 17. Most of the difference has to do when books are ordered or when Food Services invoices are received. Robert Adams and his Bookstore staff are doing a great job of making sure the right books and the right amount of books are on the shelf for the NMJC students as well as for the dual credit students up and down the County.

In the restricted funds, Grant spending is at 21% of the budget. As you know the TAACCCT grant and the Upward Bound grant are phasing out by the end of December.

Restricted Student Aid expenditures are higher as of November 2017 as compared to November 2016. This would indicate that more students are being awarded Pell funds than in 2016. Total expenditures for restricted funds are \$2,665,804.00.

Plant fund expenditures for November were \$80,239.00; the total year-to-date including encumbrances is \$2,500,668.00. The expenditures for the month are mostly from

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Technology Upgrades, Dorm Refurbishing, and the Entertainment Technology project.

Total expenditures and encumbrances through November 2017 is \$16,497,801.00, which is 34% of the budget.

The Revenue remains positive for the fiscal year of 2017/18. With the two months of Oil and Gas revenue history in this fiscal year and the Oil and Gas revenue at the end of the last fiscal year the outlook for Oil and Gas mill levy for the rest of the fiscal year is looking positive. Auxiliary Enterprises revenue is at 50% of the budget as of the end of November. The revenue for the restricted funds has declined with the TAACCCT grant and Upward Bound grants coming to an end. The restricted student aid revenue is higher in FY 18 as compared to last year, which is positive.

The year-to-date Revenue for November 2017 is \$12,082,473.00.

The Oil and Gas report shows the actual Oil and Gas revenue for July and August, and the accrual of \$465,000.00 per month for September, October and November. The first two months of actual Oil and Gas revenue is \$761,094.00 over budget. Additionally, we received \$9,753.07 in November for Oil and Gas Equipment Tax revenue. The College should be receiving a large distribution of mill levy property tax revenue from the Lea County Treasurer around the 14<sup>th</sup> of December.

The Investment report reflects the \$8,593,127.00 invested with LGIP. Interest income for the LGIP funds for the month of November is \$7,918.00.

Board members please know that the full time employees across campus appreciate the December one-time allocation, we all are so grateful for the support that you as the New Mexico Junior College Board give to the faculty and staff. Thank you!

This is the Financial Report for November 2017.

# NEW MEXICO JUNIOR COLLEGE

## Expenditure Report

### November 2017

42% of Year Completed

Fund	2016-17			2017-18			
	Final Budget	Year-to-Date Expended or Encumbered	Percentage of Budget Expended	Budget	Current Expended or Encumbered	Expended or Encumbered	Percentage of Budget Expended
<b>CURRENT UNRESTRICTED FUND</b>							
<b>Instruction and General:</b>							
Instruction	10,189,730	3,773,313	37%	10,058,717	816,847	3,474,863	35%
Academic Support	2,520,941	1,191,325	47%	2,501,303	240,621	1,117,844	45%
Student Services	1,996,717	836,012	42%	1,990,627	154,696	781,052	39%
Institutional Support	3,847,809	2,051,674	53%	3,888,147	267,682	1,573,782	40%
Operation & Maintenance of Plant	3,653,853	1,487,038	41%	3,652,603	242,977	1,444,939	40%
<b>Subtotal - Instruction &amp; General</b>	<b>22,209,050</b>	<b>9,339,362</b>	<b>42%</b>	<b>22,091,397</b>	<b>1,722,823</b>	<b>8,392,480</b>	<b>38%</b>
Research	0		0%	850,000	70,849	428,881	50%
Public Service	0		0%	50,000	1,623	13,805	28%
Internal Service Departments	85,520	129,391	151%	87,288	(3,386)	191,999	220%
Student Aid	668,551	430,477	64%	668,551	75,843	289,168	43%
Auxiliary Enterprises	2,038,349	1,237,113	61%	2,066,294	217,989	1,323,996	64%
Athletics	1,191,478	667,647	56%	1,270,979	76,496	691,000	54%
<b>Total Current Unrestricted Fund</b>	<b>26,192,948</b>	<b>11,803,990</b>	<b>45%</b>	<b>27,084,509</b>	<b>2,162,237</b>	<b>11,331,329</b>	<b>42%</b>
<b>CURRENT RESTRICTED FUND</b>							
Grants	1,977,141	572,311	29%	1,977,141	69,454	418,437	21%
Student Aid	3,989,359	2,144,707	54%	3,989,359	23,293	2,247,367	56%
<b>Total Current Restricted Fund</b>	<b>5,966,500</b>	<b>2,717,018</b>	<b>46%</b>	<b>5,966,500</b>	<b>92,747</b>	<b>2,665,804</b>	<b>45%</b>
<b>PLANT FUNDS</b>							
<b>Capital Outlay / Bldg. Renewal &amp; Repl.</b>							
Projects from Institutional Funds	11,519,140	3,413,964	30%	9,723,989	44,750	1,469,550	15%
Projects from State GOB Funds	4,955,549	4,950,000	0%	3,960,000		102,377	3%
Projects from State STB Funds	785,072	500,900	0%	596,058	15,347	557,752	0%
Projects from General Fund	0		0%	0	10,162	23,767	0%
Projects from Private Funds	0		0%	0			0%
Projects from State ER&R	332,720	122,818	37%	332,720		57,618	17%
Projects from State BR&R	597,281	208,381	35%	597,281	9,980	289,604	48%
Subtotal - Capital and BR&R	18,189,762	9,196,063	51%	15,210,048	80,239	2,500,668	16%
<b>Debt Service</b>							
Revenue Bonds	0		0%	0	0	0	0%
<b>Total Plant Funds</b>	<b>18,189,762</b>	<b>9,196,063</b>	<b>51%</b>	<b>15,210,048</b>	<b>80,239</b>	<b>2,500,668</b>	<b>16%</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>50,349,210</b>	<b>23,717,071</b>	<b>47%</b>	<b>48,261,057</b>	<b>2,335,223</b>	<b>16,497,801</b>	<b>34%</b>

**NEW MEXICO JUNIOR COLLEGE**  
**Revenue Report**  
**November 2017**

42% of Year Completed

Fund	2016-17			2017-18			
	Final Budget	Year-to-date Revenue	Percentage of Budget Received	Budget	Current Revenue	Year-to-date Revenue	Percentage of Budget Received
<b>CURRENT UNRESTRICTED FUND</b>							
<b>Instruction and General:</b>							
Tuition and Fees	3,667,000	2,524,265	69%	3,812,000	554,060	2,682,257	70%
State Appropriations	5,982,400	2,567,987	43%	5,629,937	469,158	2,345,790	42%
Advalorem Taxes - Oil and Gas	7,235,000	2,761,940	38%	7,235,000	883,104	2,212,743	31%
Advalorem Taxes - Property	7,052,621	122,886	2%	7,700,000		0	0%
Interest Income	15,000	162	1%	10,000	219	968	10%
Other Revenues	347,984	381,020	109%	296,538	73,462	193,689	65%
<b>Subtotal - Instruction &amp; General</b>	<b>24,300,005</b>	<b>8,358,260</b>	<b>34%</b>	<b>24,683,475</b>	<b>1,980,003</b>	<b>7,435,447</b>	<b>30%</b>
Research	0	0	0%	400,000	0	100,000	0%
Public Service	0	0	0%	0		0	0%
Internal Service Departments	39,170	6,537	17%	12,500	700	4,478	36%
Auxiliary Enterprises	2,586,000	1,463,641	57%	3,668,000	225,685	1,815,906	50%
Athletics	477,300	198,835	42%	448,100	39,578	189,986	42%
<b>Total Current Unrestricted</b>	<b>27,402,475</b>	<b>10,027,273</b>	<b>37%</b>	<b>29,212,075</b>	<b>2,245,966</b>	<b>9,545,817</b>	<b>33%</b>
<b>CURRENT RESTRICTED FUND</b>							
Grants	1,977,141	587,280	30%	1,977,141	73,257	425,128	22%
Student Aid	3,989,359	1,968,266	49%	3,989,359	85,007	2,080,105	52%
<b>Total Current Restricted</b>	<b>5,966,500</b>	<b>2,555,546</b>	<b>43%</b>	<b>5,966,500</b>	<b>158,264</b>	<b>2,505,233</b>	<b>42%</b>
<b>PLANT FUNDS</b>							
Capital Outlay / Bldg. Renewal & Repl.							
Projects from State GOB Funds	4,955,549		0%	3,960,000			0%
Projects from State STB Funds	785,072	0	0%	596,058		1,795	0%
Projects from General Fund	0	0	0%	0		0	0%
Projects from Private Funds	0	0	0%	0		0	0%
Interest Income (LGIP)	10,000	16,000	160%	25,000	7,918	29,628	0%
<b>Total Plant Funds</b>	<b>5,750,621</b>	<b>16,000</b>	<b>0%</b>	<b>4,581,058</b>	<b>7,918</b>	<b>31,423</b>	<b>1%</b>
<b>GRAND TOTAL REVENUES</b>	<b>39,119,596</b>	<b>12,598,819</b>	<b>32%</b>	<b>39,759,633</b>	<b>2,412,148</b>	<b>12,082,473</b>	<b>30%</b>

# NEW MEXICO JUNIOR COLLEGE

## Oil and Gas Revenue Report

### November 2017

42% of Year Completed

		OIL		GAS		COMBINED		
Month of		Price	Lea County	Price	Lea County	Monthly	2017-18	Variance
Sales	Distribution	per BBL	BBLs sold	per MCF	MCF sold	Revenue	Original	Over (Under)
							Budget	Budget
Actual	July	\$41.11	7,043,447	\$3.16	25,188,223	817,449	465,000	352,449
Actual	August	\$43.06	7,085,620	\$3.71	25,547,110	873,645	465,000	408,645
Accrual	September					465,000	465,000	0
Accrual	October					465,000	465,000	0
Accrual	November					465,000	465,000	0
Accrual	December						465,000	(465,000)
Accrual	January						465,000	(465,000)
Accrual	February						465,000	(465,000)
Accrual	March						465,000	(465,000)
Accrual	April						465,000	(465,000)
Accrual	May						465,000	(465,000)
Accrual	June						465,000	(465,000)
Y.T.D. Production Tax Revenue						3,086,094	5,580,000	(2,493,906)
Y.T.D. Equipment Tax Revenue						9,753	1,655,000	(1,645,247)
Total Year-to-Date Oil & Gas and Equipment Tax Revenue						<u>3,095,847</u>	<u>7,235,000</u>	<u>(4,139,153)</u>

Source: New Mexico Taxation and Revenue Department

# NEW MEXICO JUNIOR COLLEGE

## Schedule of Investments

### November 2017

42% of Year Completed

Financial Institution	Amount Invested	Account Number	Interest Rate	Interest Earned
State of New Mexico Local Government Investment Pool	8,593,127	7102-1348	1.058%	7,918
Plus deposits	0			
Less withdrawals	0			
<b>Total LGIP investments</b>	<u>8,593,127</u>			<u>7,918</u>

Capital Project	11/30/2017
Vehicles	6,093.50
Campus Master Plan	60,000.00
Technology Upgrade	121,947.74
JASI	10,860.82
WHM South Gallery	266,594.43
Baseball Field	14,522.68
Rodeo Arena	8,973.19
Luminis Software	2,993.00
Landscaping	179,982.15
Campus Signage	247,419.87
Dorm/Apartment Refurbish	23,230.87
Campus Construction	156,915.95
Oil & Gas Training	145,937.32
Public Sector	9,227.00
Campus Security	88,283.18
Lumens Software-Distance Learning	5,000.00
Copier Replacement	274.00
Non-Recurring Compensation	652,169.10
Athletics	3,188.90
Student Life Programming	20,432.28
Warehouse/Cont Ed Remodel	384.00
Succession Plan	52,014.15
WHM Exhibits	65,662.11
Mansur Hall Upgrades	1,964.13
Driving Range Upgrades	200,000.00
Entertainment Technology	78,568.72
Cafeteria Upgrade	167,898.32
Channel 19 Upgrade	19,075.61
FERPA & Title IX	5,610.68
Equestrian Center	3,000,000.00
Bob Moran Upgrades	59,033.91
Turf Replacement	82,781.47
WHM Titanic Exhibit	3,734.85
HVAC Software-Central Plant	200,000.00
Busing Support for Recruiting	5,872.30
HED Faculty Development	17,914.40
Omni Update	7,500.00
Allied Health	5,779,386.15
Workforce Training Contingency	2,254.40
<b>Total</b>	<b>11,773,701.18</b>

# NEW MEXICO JUNIOR COLLEGE

Vice President for Finance

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

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To: New Mexico Junior College Board members  
From: Dan Hardin  
RE: Investments  
Date: 12 14 2017

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Board members,

Board Secretary Black asked the Business Office to explore alternative investment strategies that could replace a portion of the LGIP funds with higher earning instruments. We contacted the Lea County Treasurer Susan Marinovich to see what the County is doing with their investments. The County is using Moreton Capital Markets to purchase certificates of deposit or as they call ladders. Moreton is a brokerage firm that provides advice and investment services. Additionally, we have had discussions with Lea County State Bank representatives that offer CDARS (Certificate of Deposit Account Registry Service). Both avenues would allow the College to place a lump sum in certificate of deposits that would be fully backed by FDIC insurance.

The rate for LGIP funds for the month of November was 1.058, but the monthly fee was 353.14. One year CDARS at Lea County State Bank are running 1.56 with no fee.

With your approval, we are asking for permission to move funds from the LGIP pool into either the Moreton Capital Markets or Lea County State Bank CDARS. We are proposing moving 3,000,000.00 into a one-year instrument, which matches the funds set aside for the possible construction of an Equestrian Center with Lea County. Additionally, as we get the schedule of payment for the construction of the Allied Health building we would like the ability to convert funds from LGIP to short term CDs that would correspond with the schedule of payments. These would be three-month to possibly one-year certificate of deposit investments.

Respectfully,

Dan Hardin



**CONSTRUCTION**

ALL INTERNET ACTIVITY IS REMOTELY MONITORED

**EXHIBIT B**

**EXHIBIT B**

NEW MEXICO JUNIOR COLLEGE

GMP AMENDMENT TO CM AT RISK CONTRACT

THIS AMENDMENT IS BETWEEN:

**OWNER:** New Mexico Junior College

**CONSTRUCTION MANAGER AT RISK ("the CM AT RISK"):** HB Construction, Inc.

The Project is: Allied Health Building  
NEW MEXICO JUNIOR COLLEGE

Date of Original CM AT RISK Contract ("Contract"): September 21, 2017

Date of this Amendment: December 15, 2017

The Owner and CM AT RISK hereby amend the Contract as set forth below.

Capitalized terms not otherwise used herein shall have the meanings given in the Contract. Except as amended hereby, the Contract remains in full force and effect.

1. GMP. The parties agree that the GMP for the Project is \$8,879,985, consisting of the Preconstruction Fee, the MACC, the fixed amount for General Conditions Work and the CM AT RISK Fee (stated as a fixed dollar lump sum amount), as follows:

Maximum Allowable Construction Cost (MACC):	\$8,879,985.00
CM AT RISK Fee (3% of MACC):	\$266,400.00
General Conditions:	\$ 256,000.00
GMP (Total of above categories):	\$8,879,985.00

For purposes of determining the GMP, the MACC includes the CM AT RISK's MACC Construction contingency, the Fixed Cost for GC Work, and the costs of all components and systems required for a complete, fully functional facility.

2. Basis of GMP. The GMP is based on the MACC Supporting Documents attached as Attachments including the Allowances, assumptions, exclusions, unit prices, and alternates designated therein.

3. Plans and Specifications. The Plans and Specifications for the Project are as listed in the MACC Supporting Documents. CM AT RISK shall perform Construction Phase Services in accordance with the Plans and Specifications and the other Contract Documents.

4. Substantial Completion Date. Notwithstanding any provision in the MACC Supporting Documents to the contrary, the required date for Substantial Completion shall be December 3, 2018.

**GMP DOCUMENTS:**

Attachment A: Plans, Specifications, Supplementary Conditions of the Contract, on which the Guaranteed Maximum Price is based, pages 1 through 8 dated December 15, 2017.

Attachment B: Allowance items, pages 1 through 1 dated December 15, 2017.

Attachment C: Assumptions and clarifications made in preparing the Guaranteed Maximum Price, pages 1 through 3, dated December 15, 2017

Attachment D: Completion schedule, pages 1 through 2, dated December 8, 2017

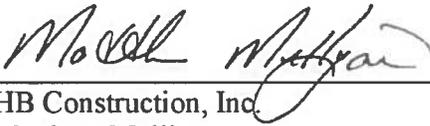
Attachment E: Alternate prices, pages 1 through 1, dated December 15, 2017

Attachment F: Unit prices, pages 1 through 1, dated December 15, 2017

THIS CONTRACT is executed in two original copies of which one is to be delivered to the CM AT RISK, and the remainder to Owner.

**CONSTRUCTION MANAGER AT RISK:**

NAME OF FIRM: HB Construction, Inc.

CM AT RISK:   
HB Construction, Inc.  
Matthew Mulligan

TITLE: President

DATE: December 15, 2017

CM AT RISK's Federal I.D. No: 85-0393716

CM at Risk's New Mexico Contractor's License No: 32220

CM at Risk's New Mexico Gross Receipt's Tax No: 02-165566-00-9

**OWNER:**

The New Mexico Junior College

BY: \_\_\_\_\_  
Dr. Kelvin Sharp

TITLE: President

DATE: \_\_\_\_\_

**\*\*\* Approval of GMP Amendment constitutes a "Notice to Proceed" for the project. \*\*\***

# NMJC ALLIED HEALTH: GMP

## EXHIBIT B: SUMMARY

DECEMBER 15, 2017



#	DIVISION	DESCRIPTION	GMP TOTAL
1	00 00 00	BIDDING REQUIREMENTS	NONE
2	01 00 00	GENERAL REQUIREMENTS/FIELD WORK	\$ 357,949
3	02 00 00	EXISTING CONDITIONS	NONE
4	03 00 00	CONCRETE	\$ 732,870
5	04 00 00	MASONRY	\$ 144,772
6	05 00 00	METALS	\$ 388,217
7	06 00 00	WOOD, PLASTICS, AND COMPOSITES	\$ 143,465
8	07 00 00	THERMAL AND MOISTURE PROTECTION	\$ 408,127
9	08 00 00	OPENINGS	\$ 916,455
10	09 00 00	FINISHES	\$ 1,169,130
11	10 00 00	SPECIALTIES	\$ 177,965
12	11 00 00	EQUIPMENT	W/SPECIALTIES
13	12 00 00	FURNISHINGS	W/SPECIALTIES
14	13 00 00	SPECIAL CONSTRUCTION	NONE
15	14 00 00	CONVEYING EQUIPMENT	NONE
16	21 00 00	FIRE SUPPRESSION	\$ 86,241
17	22 00 00	PLUMBING	W/MECHANICAL
18	23 00 00	MECHANICAL	\$ 1,893,425
19	26 00 00	ELECTRICAL	\$ 1,475,643
20	27 00 00	COMMUNICATIONS	W/ELECTRICAL
21	28 00 00	ELECTRONIC SAFETY AND SECURITY	W/ELECTRICAL
22	31 00 00	EARTHWORK	\$ 284,961
23	32 00 00	EXTERIOR IMPROVEMENTS	NONE
24	33 00 00	UTILITIES	W/MECHANICAL
25		<b>DIRECT COSTS</b>	<b>\$ 8,179,220</b>
26		GENERAL CONDITIONS	\$ 256,000
27		CONSTRUCTION CONTINGENCY	\$ 130,000
28		CONSTRUCTION FEE	\$ 266,400
29		PRECONSTRUCTION FEE	\$ 26,000
29		PERFORMANCE AND PAYMENT BOND	\$ 14,910
30		BUILDER'S RISK INSURANCE	\$ 7,455
31		<b>MACC (NO NMGR)</b>	<b>\$ 8,879,985</b>