



Advisory Board Budget Meeting
Monday, April 15, 2024, 5:30 pm
Via Zoom (Link Below)

<https://unm.zoom.us/j/98656879453>

Meeting ID: 986 5687 9453

AGENDA

1. Call to Order
2. Confirmation of a Quorum
3. Routine Business—*Board Action Items*
 - a. Adoption of Agenda
4. New Business
 - a. Budget Narrative (Attachment A)
 - b. Budget Adjustment Requests (BARs) for FY24 (Attachment B)
 - c. FY25 Operating Budget (Attachment C)
5. *Board Action Items*
 - a. Approval of FY24 BARs
 - b. Approval of FY25 Operating Budget
6. Approval of the Bylaws (Attachment D)
7. Approval of bond amount and ballot language (Attachment E)
8. Bond financial analysis presented at the April 8, 2024 meeting (Last Attachment)
9. Next Meeting
 - a. May 13, 2024 at 5:30 pm UNM-LA Lecture Hall, Building 2
10. Adjournment

**UNM-Los Alamos Advisory Board Report
FY25 Proposed Budget Summary Narrative**

The detailed information for the UNM Los Alamos FY25 Budget has been entered into the UNM Budget application. The transfer and upload of that data into the HED reporting format is scheduled to occur later in April. This UNM Los Alamos FY25 Operating Budget presentation includes material developed by UNM Los Alamos and reports from the UNM Budget application.

FY25 Operating Budget

- Budget summary pages reflecting Revenue, Transfers, Uses of Revenue, and Non-I&G items that make up the Organization Budget for UNM-LA are presented on pages two and three. The summary pages include the Original FY24 Budget, the Proposed FY25 Budget, and dollar and percentage differences.
- Proposed total unrestricted revenues of \$6,029,480 show an increase of \$444,923 in comparison to the FY24 total revenues of \$5,584,557.
- Instructional and General Net revenue increased \$431,774. The increase is largely due to an increase in state appropriations and an increase in budgeted use of reserves for Building Renewal & Remodeling and other campus initiatives.
- The increase in “Other Revenues” are a combination of several factors. “Other Revenues” consists of tuition, fees, mil levy, community education, and interest. The chart below provides additional detail on the changes.

| | FY24 | FY25 | Difference |
|--------------|-------------|-------------|------------|
| Tuition | \$811,540 | \$821,659 | \$10,119 |
| Fees | \$154,135 | \$162,900 | \$8,765 |
| Mil Levy | \$1,560,000 | \$1,680,000 | \$120,000 |
| Community Ed | \$55,640 | \$142,300 | \$86,660 |
| Interest | \$34,000 | \$50,000 | \$16,000 |
| Total | \$2,615,315 | \$2,856,859 | \$241,544 |

- Changes to expenditures include increases in all categories except Capital Expenditures.
- Pages four through seven are graphs reflecting Revenue and Expenditures for Instruction and General and for the entire organization.
- Restricted funding to maintain budget authority to operate grants was increased by \$620,600. The changes to restricted funding are based on estimated actuals for FY24 and a review of current grants. We have recurring Adult Education, Small Business Development Center, Title V, BSME, and other grants that will extend through FY25. The Office of Planning and Budget Analysis provides assistance with restricted funding and budgeting.

UNM-Los Alamos Advisory Board Report FY24 Budget Adjustment Requests

FY24 Budget Adjustment Requests (BARs)

- Attachment B contains the Unrestricted and Restricted BARs for FY24, as required by the Department of Higher Education and the UNM Board of Regents.
- The FY24 Unrestricted and Restricted BARs identify changes made to the original budget structure created during the budget process and the actual budget requirements needed to operate the university.
- There are five items on the unrestricted BAR #1 that create differences between the original FY24 budget and the revised FY24 budget.
 - (1) Beginning balances were revised by \$1,610,272 after the FY23 yearend process was completed
 - (2) Overall expenditures had a net increase of \$2,070, Instructional and General expenditures increased by \$2,070
 - (3) Instructional and General expenditures had a net increase of \$2,070 (transfer from Central Campus for Policy Committee work and a budget revision from Instruction to Student Services and Institutional Support for salary adjustments)
 - (4) Overall transfers had a net increase of \$597,930. Transfers to Auxiliary Enterprises increased by \$44,282 and transfers out of Instructional and General increased by \$642,212.
 - (5) Overall Transfers out of Instructional and General increased by \$642,212. \$44,212 to Auxiliary Enterprises for return of unused budget in Other Instruction, \$600,000 to Renewal and Replacements for capital project match, and \$2,070 from Central Campus for Policy Committee Chair position.
- There are four items on the restricted BAR #1 that create differences between the original FY24 budget and the revised FY24 budget.
 - (1) Overall revenues had a net decrease of \$198,445. Instructional and General revenue decrease by \$22,500. Public Service revenue decreased by \$175,945 to match actuals for our Title V Department of Education grant.
 - (2) Overall expenditures had a net decrease of \$198,445. Instructional and General expenditures decrease by \$22,500. Public Service expenditures decreased by \$175,945 to match actuals for our Title V Department of Education grant.
 - (3) Instructional and General revenues decreased by \$22,500. Federal Grants and Contracts decreased by \$25,000, to match actual budgets.

State Grants and Contacts increased by \$2,500 to match actual budgets. Budget was reduced to update budget authority for current Grants/Contracts.

- (4) Instructional and General expenditures decreased by \$22,500. Academic Support decreased by \$10,500, reduced funds for work study. Student Services increased by \$1,500, increased funds for work study. Institutional Support decreased by \$13,500, reduced funds for work study. Budget was reduced to update budget authority for current Grants/Contracts.

- Exhibit 1 – UNM-LA Unrestricted BAR #1
- Exhibit 2 – UNM-LA Restricted BAR #1

NEW MEXICO HIGHER EDUCATION DEPARTMENT
BUDGET ADJUSTMENT REQUEST

INSTITUTION : **UNM - Los Alamos Campus**

FY **2024**

Adjustment to Fund: **UNRESTRICTED**

Request # BAR #1

| | Current Approved Budget | INCREASE (DECREASE) | Revised Budget |
|---|----------------------------|------------------------|------------------|
| REVENUES | | | |
| Instruction and General | 5,040,748 | 0 | 5,040,748 |
| Student Social & Cultural Activities | 50,100 | 0 | 50,100 |
| Research | 0 | 0 | 0 |
| Public Service 6,500 0 6,500 Internal Service Dept. 0 0 0 | | | |
| Student Financial Aid 6,000 0 6,000 Auxiliary Enterprises 90,500 0 90,500 | | | |
| Athletics | 0 | 0 | 0 |
| Independent Operations | 0 | 0 | 0 |
| | | | |
| Subtotal Current Funds | 5,193,848 | 0 | 5,193,848 |
| Capital Outlay | 0 | 0 | 0 |
| Renewals & Replacements 0 0 0 Retirement of Indebtedness 0 0 0 | | | |
| | | | |
| Subtotal Plant Funds | 0 | 0 | 0 |
| TOTAL REVENUES | 5,193,848 | 0 | 5,193,848 |
| BEGINNING BALANCES | | | |
| Instruction and General | 2,343,441 | 1,182,997 | 3,526,438 |
| Student Social & Cultural Activities | 28,352 | 5,633 | 33,985 |
| Research | 0 | 0 | 0 |
| Public Service | 67,375 | 90,816 | 158,191 |
| Internal Service Dept. | 0 | 0 | 0 |
| Student Financial Aid | 173,880 | 36,914 | 210,794 |
| Auxiliary Enterprises | 396,444 | 293,912 | 690,356 |
| Athletics | 0 | 0 | 0 |
| Independent Operations | 0 | 0 | 0 |
| | | | |
| Subtotal Current Funds | 3,009,492 | 1,610,272 | 4,619,764 |
| Capital Outlay | 0 | 0 | 0 |
| Renewals & Replacements 0 0 0 Retirement of Indebtedness 0 0 0 | | | |
| | | | |
| Subtotal Plant Funds | 0 | 0 | 0 |
| TOTAL BEGINNING BALANCES | 3,009,492 | 1,610,272 | 4,619,764 |
| TOTAL AVAILABLE | | | |
| Instruction and General | 7,384,189 | 1,182,997 | 8,567,186 |
| Student Social & Cultural Activities | 78,452 | 5,633 | 84,085 |
| Research | 0 | 0 | 0 |
| Public Service | 73,875 | 90,816 | 164,691 |
| Internal Service Dept. | 0 | 0 | 0 |
| Student Financial Aid | 179,880 | 36,914 | 216,794 |
| Auxiliary Enterprises | 486,944 | 293,912 | 780,856 |
| Athletics | 0 | 0 | 0 |
| Independent Operations | 0 | 0 | 0 |
| | | | |
| Subtotal Current Funds | 8,203,340 | 1,610,272 | 9,813,612 |
| Capital Outlay | 0 | 0 | 0 |
| Renewals & Replacements | 0 | 0 | 0 |
| Retirement of Indebtedness | 0 | 0 | 0 |

NEW MEXICO HIGHER EDUCATION DEPARTMENT
BUDGET ADJUSTMENT REQUEST

INSTITUTION : **UNM - Los Alamos Campus** FY **2024**

Adjustment to Fund: **UNRESTRICTED** Request # BAR #1

| | Current Approved | INCREASE | Revised Budget | |
|---|-------------------------|-------------------|-----------------------|----------|
| | Budget | (DECREASE) | | |
| Subtotal Plant Funds | 0 | | | 0 |
| GRAND TOTAL AVAILABLE | 8,203,340 | 1,610,272 | 9,813,612 | |
| EXPENDITURES | | | | |
| Instruction and General | 5,071,085 | 2,070 | 5,073,155 | |
| Student Social & Cultural Activities | 10,100 | 0 | 10,100 | |
| Research | 0 | 0 | 0 | |
| Public Service 83,009 0 83,009 Internal Service Dept. 0 0 0 | | | | |
| Student Financial Aid 70,200 0 70,200 Auxiliary Enterprises 340,500 0 340,500 | | | | |
| Athletics | 0 | 0 | 0 | |
| Independent Operations | 0 | 0 | 0 | |
| Subtotal Current Funds | 5,574,894 | 2,070 | 5,576,964 | |
| Capital Outlay | 0 | 0 | 0 | |
| Renewals & Replacements 0 0 0 Retirement of Indebtedness 0 0 0 | | | | |
| Subtotal Plant Funds | 0 | 0 | 0 | |

| |
|----------|
| (40,000) |
| 0 |
| 0 |
| 0 |
| 36,000 |
| 0 |
| 0 |
| 0 |

| |
|----------|
| (40,000) |
| 0 |
| 0 |
| 0 |
| 36,000 |
| 44,282 |
| 0 |
| 0 |

TOTAL EXPENDITURES **5,574,894** **2,070** **5,576,964**

| TRANSFERS IN (OUT) | | | | |
|---|------------------|------------------|--------------------|---|
| Instruction and General | (650,783) | (642,212) | (1,292,995) | |
| Student Social & Cultural Activities | | | | |
| Research | 0 | | | |
| Public Service | 0 | | | |
| Internal Service Dept. 0 Student Financial Aid 0 Auxiliary Enterprises 44,282 | | | | |
| Athletics | 0 | | | |
| Independent Operations | 0 | | | |
| Subtotal Current Funds | (654,783) | (597,930) | (1,252,713) | |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Renewals & Replacements | 0 | 0 | 0 | |
| Subtotal Plant Funds | 0 | 0 | 0 | |

NEW MEXICO HIGHER EDUCATION DEPARTMENT
BUDGET ADJUSTMENT REQUEST

INSTITUTION : **UNM - Los Alamos Campus** FY **2024**

Adjustment to Fund: **UNRESTRICTED** Request # BAR #1

| | Current Approved Budget | INCREASE (DECREASE) | Revised Budget |
|--------------------------------------|----------------------------|------------------------|--------------------|
| Retirement of Indebtedness | 0 | 0 | 0 |
| NET TRANSFERS | (654,783) | (597,930) | (1,252,713) |
| ENDING BALANCES | | | |
| Instruction and General | 1,662,321 | 538,715 | 2,201,036 |
| Student Social & Cultural Activities | 28,352 | 5,633 | 33,985 |
| Research | 0 | 0 | 0 |
| Public Service | (9,134) | 90,816 | 81,682 |
| Internal Service Dept. | 0 | 0 | 0 |
| Student Financial Aid | 145,680 | 36,914 | 182,594 |
| Auxiliary Enterprises | 146,444 | 338,194 | 484,638 |
| Athletics | 0 | 0 | 0 |
| Independent Operations | 0 | 0 | 0 |
| Subtotal Current Funds | 1,973,663 | 1,010,272 | 2,983,935 |
| Capital Outlay | 0 | 0 | 0 |
| Renewals & Replacements | 0 | 0 | 0 |
| Retirement of Indebtedness | 0 | 0 | 0 |
| Subtotal Plant Funds | 0 | 0 | 0 |
| TOTAL ENDING BALANCES | 1,973,663 | 1,010,272 | 2,983,935 |

TOTAL EXPENDITURES,

TRANSFERS, BALANCES 8,203,340 1,610,272 9,813,612 **INSTRUCTION & GENERAL:**

REVENUES

| | | | |
|--|-----------|------------------------------------|-----------|
| Tuition and Fees0 | 1,024,315 | | 1,024,315 |
| Federal Government Appropriations0 | 0 | | 0 |
| State Government Appropriations0 Local Grants/Contracts0 | 2,334,683 | Government Appropriations0 Federal | 2,334,683 |
| State Grants/Contracts0 | 1,560,000 | | 1,560,000 |
| Local Grants/Contracts0 | 0 | | 0 |
| Private Gifts/Grants/Contracts0 | 750 | Endowment/Land/Permanent Fund0 | 750 |
| Sales & Services of Ed Activities0 | 0 | | 0 |
| Other Sources0 | 0 | | 0 |
| | 50,000 | | 50,000 |
| | 71,000 | | 71,000 |

TOTAL REVENUES **5,040,748** **0** **5,040,748**
BEGINNING BALANCE **2,343,441** **1,182,997** **3,526,438**

TOTAL AVAILABLE **7,384,189** **1,182,997** **8,567,186**

EXPENDITURES

| | | | |
|---|---------|--------|---------|
| Instruction 1,671,849 (43,668) 1,628,181 Academic Support 839,937 0 839,937 | | | |
| Student Services | 657,593 | 22,360 | 679,953 |
| Institutional Support 1,335,231 23,378 1,358,609 Operation & Maintenance of Plant 566,475 0 566,475 | | | |

TOTAL EXPENDITURES **5,071,085** **2,070** **5,073,155**

TRANSFERS IN (OUT) OF I&G

| | | | |
|---|---------|---------|-----------|
| Student Social & Cultural Activities | | 0 | |
| Research | | 0 | |
| Public Service | | 0 | |
| Internal Service Dept. | | 0 | |
| Student Financial Aid | 36,000 | 0 | 36,000 |
| Auxiliary Enterprises | 0 | 44,282 | 44,282 |
| Intercollegiate Athletics 0 Independent Operations | 0 | | |
| Capital Outlay | | 0 | |
| Renewals & Replacements | 528,783 | 600,000 | 1,128,783 |

NEW MEXICO HIGHER EDUCATION DEPARTMENT
BUDGET ADJUSTMENT REQUEST

INSTITUTION : **UNM - Los Alamos Campus** FY **2024**

Adjustment to Fund: **UNRESTRICTED** Request # **BAR #1**

| | Current Approved Budget | INCREASE (DECREASE) | Revised Budget |
|--|----------------------------|------------------------|------------------|
| Retirement of Indebtedness | | 0 | |
| Non-Budgetary Exhibits: | | | |
| Endowment Fund | 0 | 0 | 0 |
| Other (From Main Campus) | 0 | (2,070) | (2,070) |
| Other (Specify) | 0 | 0 | |
| NET TRANSFERS | | 642,212 | 1,662,321 |
| 650,7831,292,995 ENDING BALANCE | | 538,715 | 2,201,036 |

Prepared by: Date Approved by BOR

Bob Harmon

| For NMHED Use Only | Accept | Reject | Date | |
|-------------------------|--------|--------|--------------|-----------------------|
| NMHED Analyst | _____ | _____ | ___/___/___ | NMHED Control # _____ |
| NMHED Director | _____ | _____ | ___/___/___ | |
| For DFA Use Only | | | | |
| DFA Analyst | _____ | _____ | ___/___/___ | DFA Control # _____ |
| DFA Director | _____ | _____ | ___/___/___ | Agency Code _____ |
| | | | crease _____ | |

Explanation for Budget Adjustments.

BAR #1 includes \$1,610,272 revised beginning balances to reflect the actual ending balances as of 06/30/2023.

BAR #1 includes a net increase in expenditures of \$2,070. Instructional and General expenditures increased by \$2,070.

BAR #1 includes a net increase of \$2,070 in Instructional and General expenditures. \$43,668 budget decrease in Instruction. \$22,360 from Instruction to Student Services for salary adjustments, \$23,378 from Instruction to Institutional Support for salary adjustments. \$2,070 from 2U0224 for Policy Committee Chair position.

BAR #1 includes a net increase of (\$597,930) in Transfers In (Out). \$44,282 from Instructional and General to Auxiliaries (Student Housing) for return of unused budget in Other Instruction for FY23. \$642,212 from Instructional and General.

BAR #1 includes a net increase of (\$642,212) in Transfers In (Out) of Instructional and General. \$42,282 to Auxiliaries (Student Housing) for return of unused budget in Other Instruction. \$600,000 to Renewal and Replacement for capital project match. \$2,070 increase from Central Campus for Policy Committee Chair position.

NEW MEXICO HIGHER EDUCATION DEPARTMENT
BUDGET ADJUSTMENT REQUEST

INSTITUTION :

UNM - Los Alamos Campus

FY 2024

Adjustment to Fund:

UNRESTRICTED

Request # BAR #1

Current Approved

INCREASE

Budget

(DECREASE)

Revised Budget

NEW MEXICO HIGHER EDUCATION DEPARTMENT
BUDGET ADJUSTMENT REQUEST

| | | | |
|--|------------------------------------|-----------------------|------------------|
| INSTITUTION : | UNM - Los Alamos Campus | | FY 2024 |
| Adjustment to Fund: | RESTRICTED Request # BAR #1 | | |
| | Current Approved | INCREASE | Budget |
| | (DECREASE) | Revised Budget | |
| | | | 0 |
| | | | 332,000 |
| | | | 870,000 |
| | | | 0 |
| | | | 0 |
| | | | 0 |
| | | | 0 |
| | | | 0 |
| | | | 0 |
| | 332,000 | | |
| | 1,045,945 | | |
| | 1,414,445 | | |
| | 0 | | |
| REVENUES | | | |
| Instruction and General | 36,500 | (22,500) | 14,000 |
| Student Social & Cultural Activities0 | | | |
| Research0 | | | |
| Public Service(175,945) | | | |
| Internal Service Dept.0 | | | |
| Student Financial Aid0 | | | |
| Auxiliary Enterprises0 | | | |
| Athletics0 | | | |
| Independent Operations0 | | | |
| Subtotal Current Funds(198,445) | | 1,216,000 | |
| Capital Outlay0 | | | |
| Renewals & Replacements0 Retirement of Indebtedness0 | | | |
| Subtotal Plant Funds | | | 0 |
| TOTAL REVENUES | 1,414,445 | (198,445) | 1,216,000 |
| BEGINNING BALANCES | | | |
| Instruction and General | 0 | 0 | 0 |

NEW MEXICO HIGHER EDUCATION DEPARTMENT
BUDGET ADJUSTMENT REQUEST

| | | | | |
|--|------------------------------------|------------------------|------------------|---------------|
| INSTITUTION : | <u>UNM - Los Alamos Campus</u> | | <u>FY 2024</u> | |
| Adjustment to Fund: | <u>RESTRICTED</u> Request # BAR #1 | | | |
| | Current Approved | INCREASE | | Budget |
| | <u>(DECREASE)</u> | Revised Budget | | |
| Student Social & Cultural Activities0 | 0 | | 0 | |
| Research0 | 0 | | 0 | |
| Public Service0 | 0 | | 0 | |
| Internal Service Dept.0 Student Financial Aid0 | 0 | Auxiliary Enterprises0 | 0 | |
| Athletics0 | 0 | | 0 | |
| Independent Operations0 | 0 | | 0 | |
| Subtotal Current Funds | 0 | 0 | 0 | 0 |
| 0 | 0 | | 0 | |
| Capital Outlay0 | 0 | 0 | 0 | |
| Renewals & Replacements0 Retirement of Indebtedness0 | 0 | 0 | 0 | |
| Subtotal Plant Funds | 0 | 0 | 0 | 0 |
| TOTAL BEGINNING BALANCES | 0 | 0 | 0 | |
| TOTAL AVAILABLE | | | | |
| Instruction and General | 36,500 | (22,500) | 14,000 | |
| Student Social & Cultural Activities | 0 | 0 | 0 | |
| Research | 332,000 | 0 | 332,000 | |
| Public Service | 1,045,945 | (175,945) | 870,000 | |
| Internal Service Dept. | 0 | 0 | 0 | |
| Student Financial Aid | 0 | 0 | 0 | |
| Auxiliary Enterprises | 0 | 0 | 0 | |
| Athletics | 0 | 0 | 0 | |
| Independent Operations | 0 | 0 | 0 | |
| | <u>1,414,445</u> | | | |
| | | <u>(198,445)</u> | | |
| | | | <u>1,216,000</u> | |
| Subtotal Current Funds | 1,414,445 | (198,445) | 1,216,000 | |
| Capital Outlay | 0 | 0 | 0 | |
| Renewals & Replacements | 0 | 0 | 0 | |
| Retirement of Indebtedness | 0 | 0 | 0 | |
| Subtotal Plant Funds | 0 | 0 | 0 | |
| GRAND TOTAL AVAILABLE | | | | |
| EXPENDITURES | | | | |
| Instruction and General | 36,500 | (22,500) | 14,000 | |
| Student Social & Cultural Activities | 0 | 0 | 0 | |
| Research | 332,000 | 0 | 332,000 | |
| Public Service | 1,045,945 | (175,945) | 870,000 | |
| Internal Service Dept. | 0 | 0 | 0 | |
| Student Financial Aid | 0 | 0 | 0 | |

NEW MEXICO HIGHER EDUCATION DEPARTMENT
BUDGET ADJUSTMENT REQUEST

INSTITUTION : UNM - Los Alamos Campus

FY 2024

Adjustment to Fund: RESTRICTED Request # BAR #1

| | Current Approved (DECREASE) | INCREASE Revised Budget | Budget |
|--|--------------------------------|----------------------------|------------------|
| Auxiliary Enterprises | | 0 | |
| Athletics | | 0 | |
| Independent Operations | | 0 | |
| Subtotal Current Funds 1,216,000 | | 1,414,445 | (198,445) |
| Capital Outlay0 | | | |
| Renewals & Replacements0 Retirement of | | Indebtedness0 | |
| Funds _____0 | 0 | | 0 |
| TOTAL EXPENDITURES | 1,414,445 | (198,445) | 1,216,000 |
| TRANSFERS IN (OUT) | | | |
| Instruction and General | 0 | 0 | 0 |
| Student Social & Cultural Activities | 0 | 0 | 0 |
| Research | 0 | 0 | 0 |
| Public Service | 0 | 0 | 0 |
| Internal Service Dept. 0 0 0 Student Financial Aid 0 0 0 Auxiliary Enterprises 0 0 0 | | | |
| Athletics | 0 | 0 | 0 |
| Independent Operations | 0 | 0 | 0 |
| Subtotal Current Funds | | 0 | 0 0 |
| Renewals & Replacements0 Retirement of | | Indebtedness0 0 | Capital Outlay0 |
| Subtotal Plant Funds | 0 | 0 | 0 |
| _____0 | 0 | | |
| Subtotal Current Funds | 0 | 0 | 0 |
| Capital Outlay | 0 | 0 | 0 |
| Renewals & Replacements | 0 | 0 | 0 |
| Retirement of Indebtedness | 0 | 0 | 0 |
| Subtotal Plant Funds | 0 | 0 | 0 |
| TOTAL ENDING BALANCES | 0 | 0 | 0 |
| NET TRANSFERS | 0 | 0 | 0 |
| ENDING BALANCES | | | |
| Instruction and General | 0 | 0 | 0 |
| Student Social & Cultural Activities | 0 | 0 | 0 |
| Research | 0 | 0 | 0 |
| Public Service | 0 | 0 | 0 |
| Internal Service Dept. | 0 | 0 | 0 |
| Student Financial Aid | 0 | 0 | 0 |
| Auxiliary Enterprises | 0 | 0 | 0 |
| Athletics | 0 | 0 | 0 |
| Independent Operations | 0 | 0 | 0 |

NEW MEXICO HIGHER EDUCATION DEPARTMENT
BUDGET ADJUSTMENT REQUEST

INSTITUTION : UNM - Los Alamos Campus FY 2024

Adjustment to Fund: RESTRICTED Request # BAR #1

| | Current Approved (DECREASE) | INCREASE Revised Budget | Budget |
|--|--------------------------------|--------------------------------------|------------------|
| TOTAL EXPENDITURES, | | | |
| TRANSFERS, BALANCES | <u>1,414,445</u> | <u>(198,445)</u> | <u>1,216,000</u> |
| REVENUES | | | |
| Tuition and Fees0 | 0 | | 0 |
| Federal Government Appropriations0 State | 0 | Government Appropriations0 Local | 0 |
| Government Appropriations0 | 0 | | 0 |
| Federal Grants/Contracts(25,000) | 0 | | 0 |
| State Grants/Contracts2,500 Local | 25,000 | Grants/Contracts0 | 0 |
| Private Gifts/Grants/Contracts0 | 11,500 | Endowment/Land/Permanent Fund0 Sales | 14,000 |
| & Services of Ed Activities0 | 0 | | 0 |
| Other Sources0 | 0 | | 0 |
| | 0 | | 0 |
| | 0 | | 0 |
| | 0 | | 0 |
| TOTAL REVENUES | <u>36,500</u> | <u>(22,500)</u> | <u>14,000</u> |
| BEGINNING BALANCE | | | 0 |
| TOTAL AVAILABLE | <u>36,500</u> | <u>(22,500)</u> | <u>14,000</u> |
| EXPENDITURES | | | |
| Instruction | 0 | 0 | 0 |
| Academic Support 10,500 (10,500) 0 Student Services 12,500 1,500 14,000 | | | |
| Institutional Support 13,500 (13,500) 0 Operation & Maintenance of Plant 0 0 0 | | | |
| TOTAL EXPENDITURES | <u>36,500</u> | <u>(22,500)</u> | <u>14,000</u> |
| TRANSFERS IN (OUT) OF I&G | | | |
| Student Social & Cultural Activities | 0 | 0 | 0 |
| Research | 0 | 0 | 0 |
| Public Service | 0 | 0 | 0 |
| Internal Service Dept. 0 0 0 Student Financial Aid 0 0 0 Auxiliary Enterprises 0 0 0 | | | |
| Intercollegiate Athletics 0 0 0 Independent Operations 0 0 0 | | | |
| Capital Outlay | 0 | 0 | 0 |
| Renewals & Replacements 0 0 0 Retirement of Indebtedness 0 0 0 | | | |
| Non-Budgetary Exhibits: | 0 | 0 | |
| Endowment Fund 0 0 0 | | | |
| Other (Specify) 0 0 0 | | | |
| Other (Specify) | 0 | | 0 |
| NET TRANSFERS | <u>0</u> | <u>0</u> | <u>0</u> |
| ENDING BALANCE | | | |

Prepared by: Date Bob Harmon Approved by BOR

| | Accept | Reject | Date | |
|---------------------------|--------|--------|----------------|-----------------------|
| For NMHED Use Only | | | | |
| NMHED Analyst | _____ | _____ | ___/___/___ | NMHED Control # _____ |
| NMHED Director | _____ | _____ | ___/___/___ | _____ |
| For DFA Use Only | | | | |
| DFA Analyst | _____ | _____ | ___/___/___ | DFA Control # _____ |
| DFA Director | _____ | _____ | ___/___/___ | _____ |
| | | | Transfer _____ | Agency Code _____ |

Explanation for Budget Adjustments.

NEW MEXICO HIGHER EDUCATION DEPARTMENT
BUDGET ADJUSTMENT REQUEST

INSTITUTION : UNM - Los Alamos Campus

FY 2024

Adjustment to Fund: RESTRICTED Request # BAR #1

Current Approved

INCREASE

(DECREASE)

Revised Budget

Budget

BAR #1 includes an overall decrease in Revenues of \$198,445. Instructional and General revenue decreased by \$22,500. Public Service revenue decreased by \$175,945 to match actuals for our Title V Department of Education grant.

BAR #1 includes an overall decrease in Expenditures of \$198,445. Instructional and General expenditures decreased by \$22,500. Public Service expenditures decreased by \$175,945 to match actuals for our Title V Department of Education grant.

BAR #1 includes a budget decrease of \$22,500 in Instructional and General revenues. Federal Grants and Contracts decreased by \$25,000, to match actual budgets. State Grants and Contracts increased by \$2,500 to match actual budgets. Budget was reduced to update budget authority for current Grants/Contracts.

BAR #1 includes a budget decrease of \$22,500 in Instructional and General expenditures. Academic Support decreased by \$10,500, reduced funds for work study. Student Services increased by \$1,500, increased funds for work study. Institutional Support decreased by \$13,500, reduced funds for work study. Budget was reduced to update budget authority for current Grants/Contracts.



Presentation To The Local Advisory Board

Fiscal Year 2025 Operating Budget



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UNM Los Alamos Campus Budget Summary For FY25

| | Original FY24 Budget | Projected FY25 Budget | FY24 Budget vs FY25 Projected Budget | Percent Change | Percent of I&G Revenue |
|--------------------------------|-------------------------|--------------------------|---|----------------|---------------------------|
| Revenue: | | | | | |
| Instruction and General | | | | | |
| State Appropriations | \$ 2,334,683 | \$ 2,517,800 | \$ 183,117 | 7.84% | 50.89% |
| Grant and Contract Revenues | \$ 750 | \$ 2,863 | \$ 2,113 | 281.73% | 0.06% |
| F and A Return | \$ 40,000 | \$ 40,000 | \$ - | 0.00% | 0.81% |
| Sales and Service | \$ 62,000 | \$ 64,000 | \$ 2,000 | 3.23% | 1.29% |
| Other Revenues | \$ 2,615,315 | \$ 2,856,859 | \$ 241,544 | 9.24% | 57.74% |
| Allocations and Transfers, net | \$ (650,783) | \$ (534,000) | \$ 116,783 | -17.94% | -10.79% |
| Total I & G Revenues | \$ 4,401,965 | \$ 4,947,522 | \$ 545,557 | 12.39% | 100.00% |
| Other Inc/Dec to I&G Revenues | | | | | |
| Budgeted Use of Reserves | \$ 681,120 | \$ 821,704 | \$ 140,584 | 20.64% | |
| Misc. Services | \$ (12,000) | \$ (9,000) | \$ 3,000 | -25.00% | |
| Balancing | \$ (30,337) | \$ (287,704) | \$ (257,367) | 848.36% | |

| | | | | |
|--|-------------------|-------------------|------------------|--------------|
| Net I&G Revenues | \$ 5,040,748 | \$ 5,472,522 | \$ 431,774 | 8.57% |
| Non-I&G Revenue: | | | | |
| Student Cultural and Social - Exhibit 15 | | \$ | | |
| Public Service/Non-Endowed Spending - Exhibit 17 | \$ 50,100 | 52,500 | \$ 2,400 | 4.79% |
| Student Aid/Endowed Spending - Exhibit 19 | \$ 83,009 | \$ | \$ 4,700 | 5.66% |
| Auxiliaries - Exhibit 20 | | 87,709 | | |
| Total Non-I&G Revenue | \$ 70,200 | \$ 69,000 | \$ (1,200) | -1.71% |
| | | | | |
| | \$ 340,500 | \$ 347,749 | \$ 7,249 | 2.13% |
| Total Unrestricted Revenue | \$ 543,809 | \$ 556,958 | \$ 13,149 | 2.42% |
| Net Reserves/Transfers/Allocations Net Unrestricted Revenue | | | | |
| | \$ 5,584,557 | \$ 6,029,480 | \$ 444,923 | 7.97% |
| Restricted Revenue | | | | |
| Instruction and General | \$ 9,663 | \$ (247,704) | \$ (257,367) | -2663.43% |
| Federal Grants and Contracts | \$ 5,574,894 | \$ 6,277,184 | \$ 702,290 | 12.60% |
| State Grants and Contracts | | | | |
| Non I&G | | | | |
| Research Exh. 16 | | | | |
| Public Service Exh. 17 | | \$ | | |
| Total Restricted Revenue | \$ 25,000 | 25,000 | \$ - | 0.00% |
| | \$ 11,500 | \$ 14,000 | \$ 2,500 | 21.74% |
| Total Revenue | \$ 332,000 | \$ 332,000 | \$ - | 0.00% |
| | \$ 1,045,945 | \$ 1,664,045 | \$ 618,100 | 59.09% |
| | \$ 1,414,445 | \$ 2,035,045 | \$ 620,600 | 43.88% |
| | | | | |
| | \$ 6,989,339 | \$ 8,312,229 | \$ 1,322,890 | 18.93% |

Page 2



UNM Los Alamos Campus Budget Summary For FY25

| | Original FY24 Budget | Projected FY25 Budget | FY24 Budget vs FY25 Projected Budget | Percent Change | Percent of I&G Expenditures |
|--------------------------------|----------------------|-----------------------|--------------------------------------|----------------|-----------------------------|
| Expenditures | | | | | |
| Instruction and General | | | | | |
| Faculty and Salary Detail | \$ 1,427,009 | \$ 1,496,631 | \$ 69,622 | 4.88% | 25.98% |
| Salary Adjustments | \$ - | \$ - | \$ - | 0.00% | 0.00% |
| Other Salaries | \$ 1,489,527 | \$ 1,683,974 | \$ 194,447 | 13.05% | 29.23% |
| Payroll Benefits | \$ 943,292 | \$ 1,138,611 | \$ 195,319 | 20.71% | 19.77% |
| Supplies | \$ 355,401 | \$ 371,752 | \$ 16,351 | 4.60% | 6.45% |
| Student Costs | \$ 10,510 | \$ 16,200 | \$ 5,690 | 54.14% | 0.28% |
| Travel | \$ 18,550 | \$ 21,900 | \$ 3,350 | 18.06% | 0.38% |
| Communication Charges | \$ 29,614 | \$ 30,050 | \$ 436 | 1.47% | 0.52% |
| Services | \$ 179,891 | \$ 192,665 | \$ 12,774 | 7.10% | 3.34% |
| Plant Maintenance | \$ 209,800 | \$ 218,672 | \$ 8,872 | 4.23% | 3.80% |
| Utilities | \$ 95,020 | \$ 104,523 | \$ 9,503 | 10.00% | 1.81% |
| Other Expense | \$ 308,720 | \$ 478,968 | \$ 170,248 | 55.15% | 8.32% |
| Misc. Services | \$ (12,000) | \$ (9,000) | \$ 3,000 | -25.00% | -0.16% |

| | | | | | | | | |
|------------------------|-----------|-----------|----|---------|--------|---------|---------|-------|
| | \$ | \$ | \$ | 689,141 | 13.59% | 100.00% | | |
| | 5,071,085 | 5,760,226 | | | | | | |
| Banner Tax | \$ | 10,176 | \$ | 11,776 | \$ | 1,600 | 15.72% | 0.20% |
| Capital Expenditures | \$ | 5,575 | \$ | 3,504 | \$ | (2,071) | -37.15% | 0.06% |
| Total I&G Expenditures | | | | | | | | |

| | | | | |
|---------|---------|----|--------|-------|
| \$ | \$ | \$ | 13,149 | 2.61% |
| 503,809 | 516,958 | | | |

| | | | | |
|----|-----------|-----------|---------|--------|
| \$ | 5,574,894 | \$ | 702,290 | 12.60% |
| | | 6,277,184 | | |

| | | | | |
|---------|-----------|----|----------|----------|
| \$ | \$ | \$ | 25,000 | 100.00% |
| - | 25,000 | \$ | 25,000 | 100.00% |
| \$ | \$ | - | (10,500) | -100.00% |
| 10,500 | | | | |
| \$ | \$ | \$ | 1,500 | 12.00% |
| 12,500 | 14,000 | | | |
| \$ | \$ | - | (13,500) | -100.00% |
| 13,500 | | | | |
| \$ | \$ | - | - | 0.00% |
| - | | | | |
| \$ | \$ | \$ | - | 0.00% |
| 332,000 | 332,000 | | | |
| \$ | 1,045,945 | \$ | 618,100 | 59.09% |
| | 1,664,045 | | | |
| \$ | 1,414,445 | \$ | 620,600 | 43.88% |
| | 2,035,045 | | | |

| | | | | |
|----|-----------|----|-----------|--------|
| \$ | 6,989,339 | \$ | 1,322,890 | 18.93% |
| | 8,312,229 | | | |

Non-I&G:

| | | | | | | | |
|--|----|---------|----|---------|----|---------|--------|
| Student Cultural and Social - Exhibit 15 | \$ | 10,100 | \$ | 12,500 | \$ | 2,400 | 23.76% |
| Public Service/Non-Endowed Spending - Exhibit 17 | \$ | 83,009 | \$ | 87,709 | \$ | 4,700 | 5.66% |
| Student Aid/Endowed Spending - Exhibit 19 | \$ | 70,200 | \$ | 69,000 | \$ | (1,200) | 0.00% |
| Auxiliaries - Exhibit 20 | \$ | 340,500 | \$ | 347,749 | \$ | 7,249 | 2.13% |
| Total Non-I&G Expenditures | | | | | | | |

Total Unrestricted Expenditures

Restricted Expenditures

Instruction and General

Instruction

Academic Support

Student Services

Institutional Support

Operation & Maintenance

Non I&G

Research Exh. 16

Public Service Exh. 17

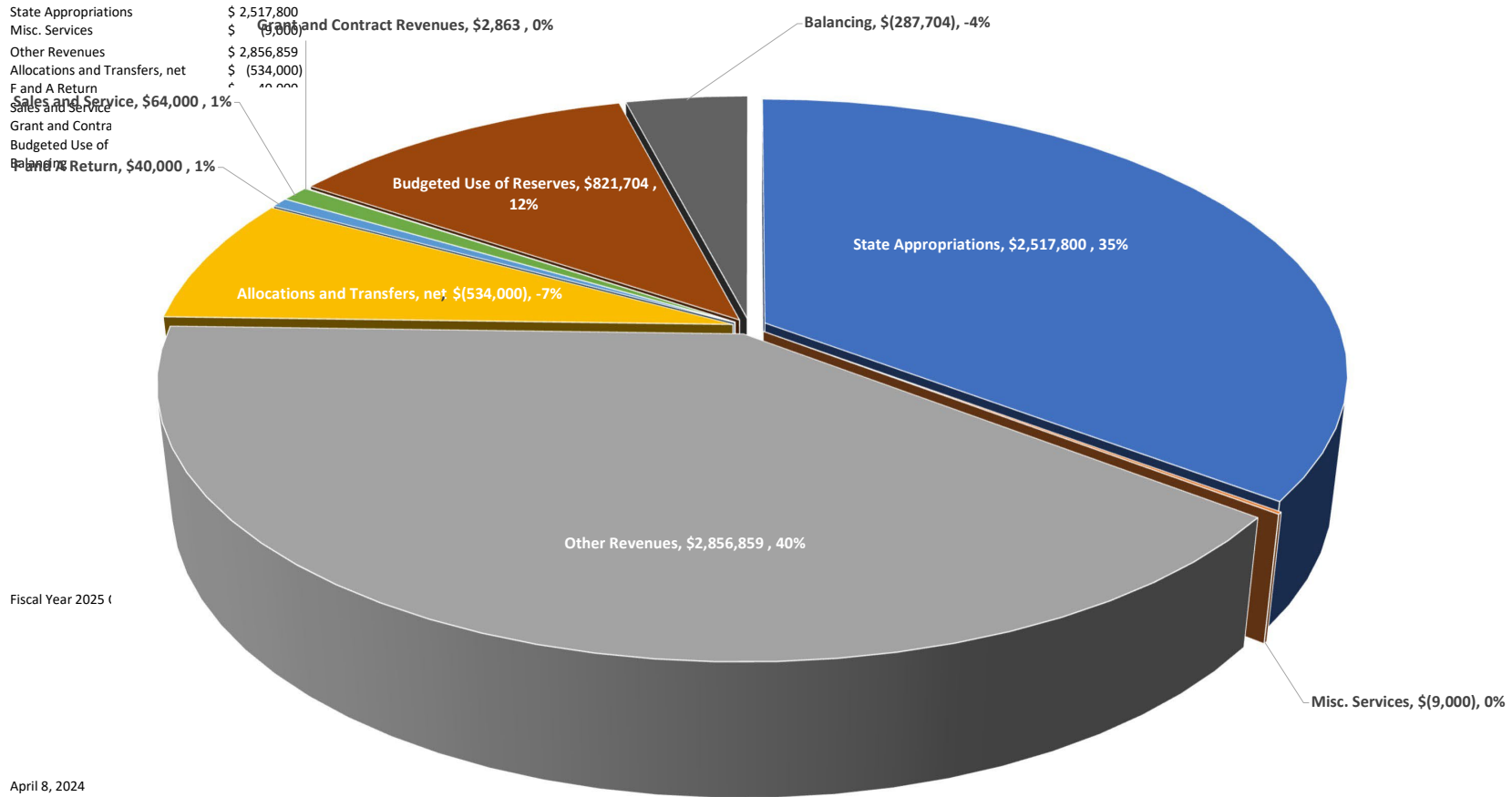
Total Restricted Expenditures

Total Expenditures



FY25 Revenue - Instruction and General

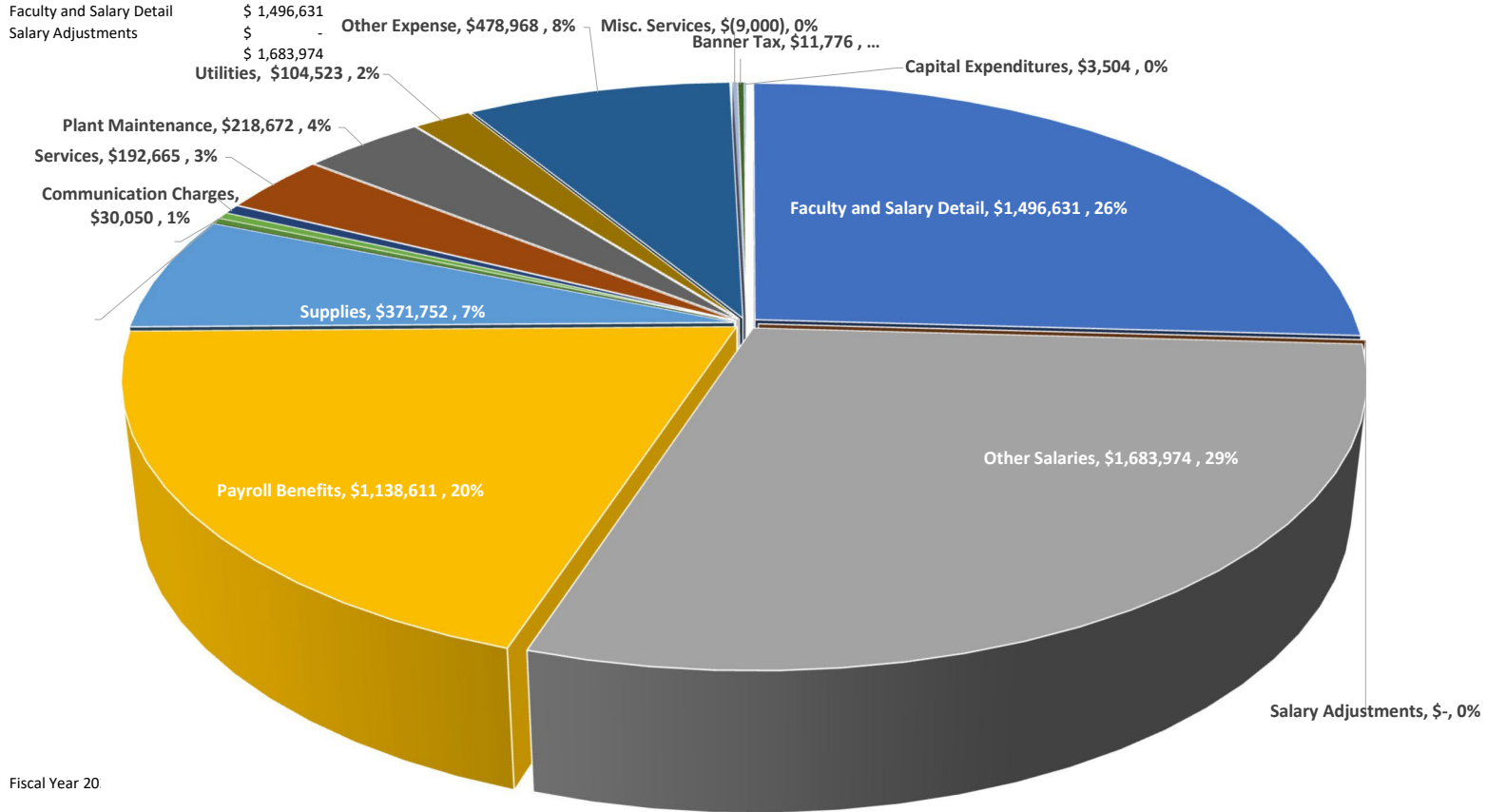
Total I&G Revenue \$5,472,522





FY25 Expenditures - Instruction and General

Total I&G Expenditures \$5,760,226



Fiscal Year 20

- Other Salaries
- Payroll Benefits
- Supplies
- Travel
- Communication Charges
- Services
- Misc. Services
- Plant Maintenance
- Utilities

Travel, \$21,900 , 0%

Other Expense

Banner Tax

Capital Expenditures

Student Costs, \$16,200 , 0%



FY25 Sources of Revenue - Organization

Total \$8,312,229

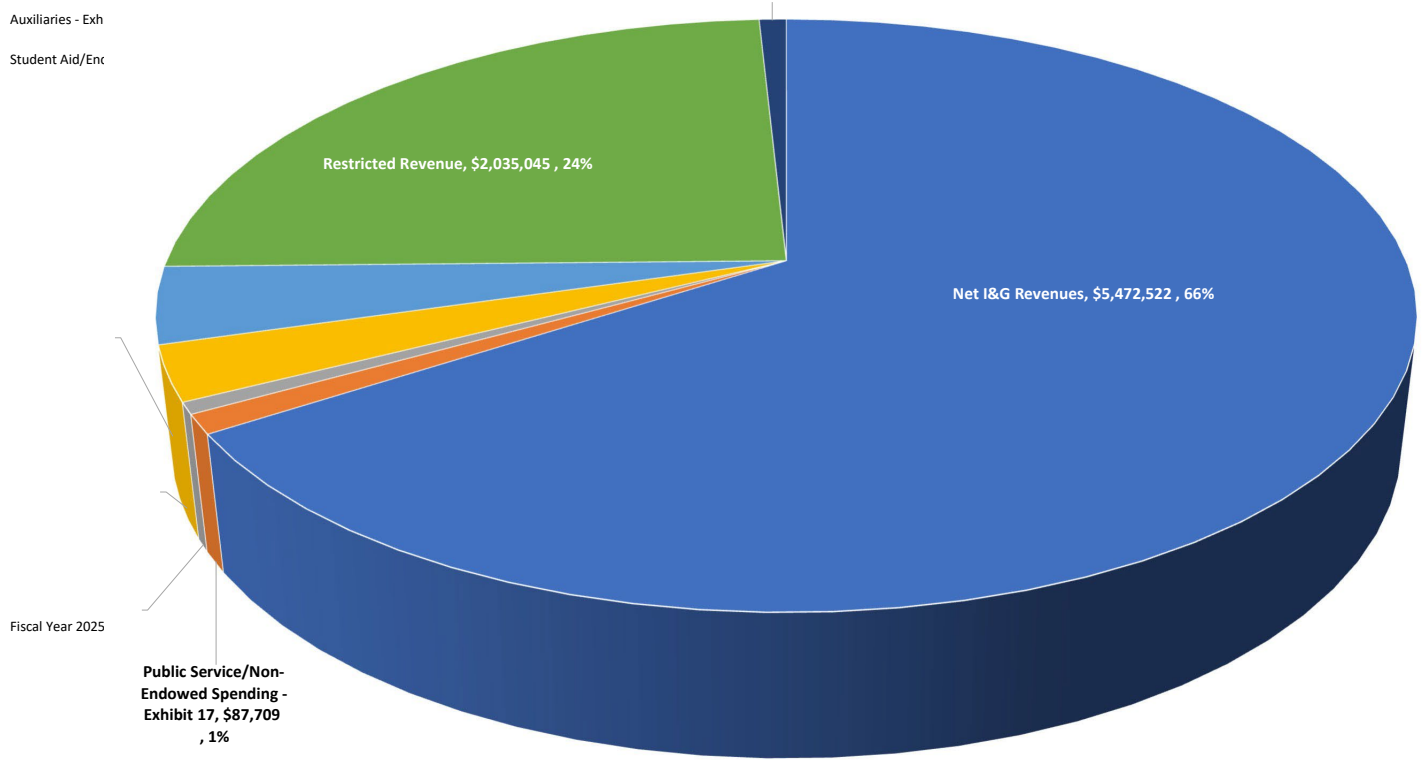
| | |
|--|--------------|
| Net I&G Revenues | \$ 5,472,522 |
| Public Service/Non-Endowed Spending - Exhibit 17 | \$ 87,709 |
| Student Cultural and Social - Exhibit 15 | \$ 52,500 |
| Net Reserves/Transfers/Allocations | \$ 247,704 |
| Restricted Revenue | \$ 2,035,045 |
| | \$ 69,000 |

| | |
|-----|-------------------------------|
| 66% | Student Aid/Endowed |
| 1% | Spending - Exhibit 19, |
| 1% | \$69,000 , 1% |
| 3% | Auxiliaries - Exh |
| 24% | Auxiliaries - Exh |
| 1% | Student Aid/Enc |

**Auxiliaries -
Exhibit 20,
\$347,749 , 4%**

**Net
Reserves/Transfers/
Allocations,
\$247,704 , 3%**

**Student Cultural and
Social - Exhibit 15,
\$52,500 , 1%**



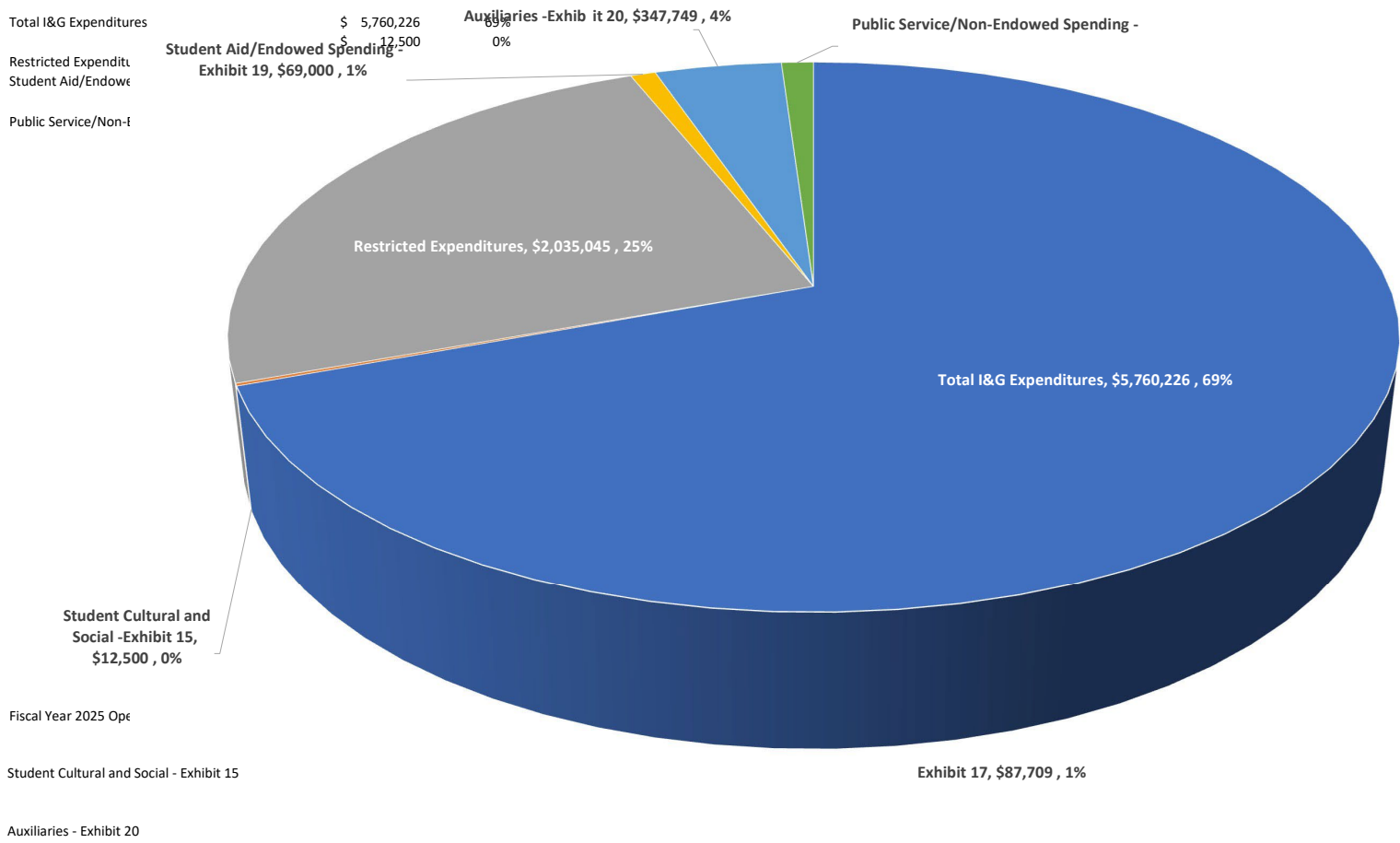
Fiscal Year 2025

**Public Service/Non-
Endowed Spending -
Exhibit 17, \$87,709
, 1%**

April 8, 2024

FY25 Expenditures - Organization

Total \$8,312,229



| Acct Code | Description | FY24 | FY25 | Difference |
|---|-----------------------------------|--------------|--------------|-------------------|
| <u>Faculty and Salary Detail</u> | | | | |
| 2000 | Faculty Salary Detail | \$ 854,899 | \$ 857,043 | \$ 2,144 |
| 2003 | Faculty Summer Instruction | \$ 8 6,000 | \$ 89,000 | \$ 3,000 |
| 2005 | Faculty Incentive | \$ - | \$ 3,500 | \$ 3,500 |
| 2006 | Faculty Endowed | \$ 1,500 | \$ 1,500 | |
| 2007 | Faculty Temp Part Time | \$ 423,600 | \$ 447,588 | \$ 23,988 |
| 2008 | Teaching - Non-Credit Instructors | \$ 3 3,010 | \$ 35,000 | \$ 1,990 |
| 200B | Summer Administration | \$ - | \$ - | \$ - |
| | | <hr/> | | |
| Total | | \$ 1,399,009 | \$ 1,433,631 | \$ 34,622 |
| <u>Salary Adjustments</u> | | | | |
| 20SA | Salary Adjustments | \$ - | \$ - | \$ - |
| | | <hr/> | | |
| Total | | \$ - | \$ - | \$ - |
| <u>Other Salaries</u> | | | | |
| 2020 | Administrative Professional | \$ 834,804 | \$ 1,020,098 | \$ 1 85,294 |
| 2040 | Technician Salary Detail | \$ 362,192 | \$ 330,315 | \$ (31,877) |
| 2060 | Support Staff Salary Detail | \$ 218,094 | \$ 284,313 | \$ 66,219 |
| 20EA | Extra Faculty Compensation | \$ 2 8,000 | \$ 63,000 | \$ 35,000 |
| 20FA | Pooled Faculty Compensation | \$ 3 7,238 | \$ 17,539 | \$ (19,699) |
| 20JO | Student Salaries | \$ 2 5,000 | \$ 22,001 | \$ (2,999) |
| 20PO | Temporary Salary | \$ - | \$ 2,600 | \$ 2,600 |
| 20SU | Pooled Union Staff Compensation | \$ 1 2,199 | \$ 7,108 | \$ (5,091) |
| | | <hr/> | | |
| Total | | \$ 1,517,527 | \$ 1,746,974 | \$ 2 29,447 |
| <u>Payroll Benefits</u> | | | | |
| 2110 | FICA | \$ 201,854 | \$ 251,076 | \$ 49,222 |
| 2140 | Retirement | \$ 405,871 | \$ 466,272 | \$ 60,401 |
| 2160 | Group Insurance | \$ 205,956 | \$ 285,618 | \$ 79,662 |
| 2180 | Unemployment Compensation | \$ 2,190 | \$ 2,573 | \$ 383 |
| | Workers Compensation | \$ 3,793 | \$ 4,617 | \$ 824 |
| 21JO | Other Staff Benefits | \$ 104,624 | \$ 116,509 | \$ 11,885 |
| 21LO | Accrued Annual Leave | \$ 1 8,631 | \$ 10,985 | \$ (7,646) |
| | Catastrophic Leave Expense | \$ 373 | \$ 961 | \$ 588 |
| | | <hr/> | | |
| Total | | \$ 943,292 | \$ 1,138,611 | \$ 1 95,319 |
| <u>Supplies</u> | | | | |
| 3100 | Office Supplies | \$ 1 1,620 | \$ 10,740 | \$ (880) |

| Acct Code | Description | FY24 | FY25 | Difference |
|------------------|---------------------------------------|-------------|-------------|-------------------|
| 3110 | Books Periodicals | \$ 1,014 | \$ 1,000 | \$ (14) |
| 3140 | Computer Software | \$ 7,106 | \$ 5,371 | \$ (1,735) |
| 3150 | Computer Supplies <\$5,001 | \$ 21,357 | \$ 23,282 | \$ 1,925 |
| 3170 | Custodial Supplies | \$ 12,000 | \$ 12,000 | \$ - |
| 3180 | Non Capital Equipment <\$5,001 | \$ - | \$ - | \$ - |
| 3182 | Tools <\$5,001 | \$ 700 | \$ 1,200 | \$ 500 |
| 3189 | Tagged Non-Capital Equipment <\$5,001 | \$ - | \$ - | \$ - |
| 31A0 | Business Food - Local | \$ 1,500 | \$ 1,900 | \$ 400 |
| 31B0 | Food F&A Unallowable | \$ 300 | \$ - | \$ (300) |
| 31C0 | Dues Memberships | \$ 17,250 | \$ 17,700 | \$ 450 |
| 31J0 | Parking Permits | \$ 250 | \$ 100 | \$ (150) |
| 31K0 | Postage | \$ 2,260 | \$ 2,280 | \$ 20 |
| 31L0 | Printing Supplies | \$ 3,000 | \$ 3,000 | \$ - |
| 31M0 | Recruitment Expense | \$ 12,900 | \$ 3,500 | \$ (9,400) |
| 31M1 | Staff Recruitment Expense | \$ 100 | \$ - | \$ (100) |
| 31N2 | Individual Safety Equipment | \$ 300 | \$ 350 | \$ 50 |
| 31P0 | Training Materials Supplies | \$ 1,447 | \$ 2,328 | \$ 881 |
| 31P1 | Instructional Materials Supplies | \$ 222,844 | \$ 281,101 | \$ 58,257 |
| 31S0 | Lab Supplies | \$ 100 | \$ 500 | \$ 400 |
| 31T3 | Lighting | \$ 1,500 | \$ 1,500 | \$ - |
| 37Y0 | Supply Costs F&A Unallowable | \$ 160 | \$ - | \$ (160) |
| 37Z0 | Other Supply Costs | \$ 37,693 | \$ 3,900 | \$ (33,793) |

| | | | |
|-------|------------|------------|-----------|
| Total | \$ 355,401 | \$ 371,752 | \$ 16,351 |
|-------|------------|------------|-----------|

Travel

| | | | | |
|------|---------------------|----------|-----------|----------|
| 3800 | In State Travel | \$ 9,850 | \$ 9,900 | \$ 50 |
| 3820 | Out of State Travel | \$ 8,500 | \$ 11,500 | \$ 3,000 |
| 38E0 | Vehicle Fuel | \$ 200 | \$ 500 | \$ 300 |

| | | | |
|-------|-----------|-----------|----------|
| Total | \$ 18,550 | \$ 21,900 | \$ 3,350 |
|-------|-----------|-----------|----------|

Fellowships

| | | | | |
|------|---------------------------|-----------|-----------|----------|
| 4060 | Scholarships Fellowships | \$ - | \$ 4,200 | \$ 4,200 |
| 40A0 | Student Participant Costs | \$ 10,510 | \$ 12,000 | \$ 1,490 |

| | | | |
|--|-----------|-----------|----------|
| | \$ 10,510 | \$ 16,200 | \$ 5,690 |
|--|-----------|-----------|----------|

Communication Charges

| | | | | |
|------|-----------------------------|-----------|-----------|----------|
| 6000 | Telecom Charges | \$ 17,730 | \$ 18,860 | \$ 1,130 |
| 6040 | Telephone Line Spec Circuit | \$ 2,500 | \$ 2,500 | \$ - |
| 6060 | Voice Mail Box | \$ 3,270 | \$ 3,160 | \$ (110) |

| Acct Code | Description | FY24 | FY25 | Difference |
|-----------|------------------|-----------|-----------|------------|
| 6080 | Cellular Charges | \$ 6,114 | \$ 5,530 | \$ (584) |
| 60B0 | Data Networking | \$ - | \$ - | \$ - |
| Total | | \$ 2,9614 | \$ 30,050 | \$ 436 |

Services

| | | | | |
|-------|-------------------------------------|------------|------------|-------------|
| 6300 | Alarm System | \$ 3,600 | \$ 3,600 | \$ - |
| 6301 | Equipment Moving Services | \$ 5,000 | \$ 5,000 | \$ - |
| 6311 | Non-Perpetual Journals | \$ 875 | \$ - | \$ (875) |
| 6313 | Electronic Journals | \$ 1,185 | \$ 1,257 | \$ 72 |
| 6315 | Electronic Databases | \$ 7,300 | \$ 6,098 | \$ (1,202) |
| 6330 | Media Services | \$ 500 | \$ - | \$ (500) |
| 6350 | Promotional Exp F&A Unallowable | \$ 16,750 | \$ 15,300 | \$ (1,450) |
| 6370 | Printing/Copying/Binding | \$ 5,200 | \$ 25,200 | \$ 20,000 |
| 63A0 | Conference Fees | \$ 8,500 | \$ 8,500 | \$ - |
| 63A1 | Event Fees | \$ 1,200 | \$ 1,200 | \$ - |
| 63A2 | Seminars/Training Fees | \$ 5,000 | \$ 5,000 | \$ - |
| 63B0 | Rental Fees | \$ 2,500 | \$ 2,500 | \$ - |
| 63C0 | Copying | \$ 9,839 | \$ 8,575 | \$ (1,264) |
| 63E0 | Honoraria | \$ - | \$ 5,000 | \$ 5,000 |
| 63G0 | Insurance Bonds | \$ - | \$ - | \$ - |
| 63N0 | Laundry Dry Cleaning | \$ - | \$ - | \$ - |
| 63Q0 | General Liability Insurance | \$ 6,806 | \$ 6,806 | \$ - |
| 63T0 | Contract Services | \$ 88,500 | \$ 76,000 | \$ (12,500) |
| 63X0 | Technical Services | \$ - | \$ 2,500 | \$ 2,500 |
| 6413 | Bibliographic Utils Non-Perpetual | \$ 1,936 | \$ 2,059 | \$ 123 |
| 6414 | Electronic General Non-PerPerpetual | \$ - | \$ 2,070 | \$ 2,070 |
| 69Z0 | Other Professional Services | \$ 15,200 | \$ 16,000 | \$ 800 |
| Total | | \$ 179,891 | \$ 192,665 | \$ 12,774 |

Plant Maintenance

| | | | | | |
|------|-------------------------------|----------------------------------|-----------------------------------|----------------------------------|------------|
| 7000 | Plant Repairs Maintenance | \$ - | \$ - | 7010 Bldg. Structure Maintenance | \$ - |
| | \$ 1,000 | \$ 1,000 | 7011 Janitorial/Cleaning Services | \$ 130,000 | \$ 130,000 |
| - | | | | | |
| 7020 | HVAC Systems Maintenance | \$ 6,000 | \$ 6,000 | 7040 Non | |
| | Structural Improvements | \$ 500 | \$ 500 | | \$ - |
| 7041 | Painting Expense | | \$ 1,000 | \$ 1,000 | \$ - |
| 7050 | Plumbing Repairs | \$ 1,000 | \$ 1,000 | 7060 Facility Rent Expense | \$ 1 |
| | \$ 1 | 7080 Grounds Repairs Maintenance | \$ 26,000 | \$ 27,000 | \$ 1,000 |
| 70D0 | Equipment Repairs Maintenance | | \$ 1,700 | \$ 1,500 | \$ (200) |
| 70E1 | Computer Software Maintenance | \$ 12,000 | \$ 12,000 | 70F0 Equipment Rent | |
| | Expense | \$ 12,000 | \$ 13,525 | Expense | \$ 1,525 |

| <u>Acct Code</u> | <u>Description</u> | <u>FY24</u> | <u>FY25</u> | <u>Difference</u> | |
|------------------|----------------------------------|-------------|------------------------------|-------------------|-----|
| 70G0 | Property Insurance \$ 1 5,664 \$ | 20,961 \$ | 5,297 70J0 Auto Insurance \$ | 1,185 \$ | |
| | 1,185 \$ 70K0 Lock Shop \$ | 250 \$ | 1,000 \$ | 750 | |
| 75Z0 | Other Repairs Maintenance | \$ | 1,500 \$ | 2,000 \$ | 500 |
| | | <hr/> | | | |
| Total \$ | | 209,800 | \$ 218,672 | \$ 8,872 | |

Utilities

| | | | | |
|----------|----------------------|------------|------------|----------|
| 7600 | Natural Gas Fuel Oil | \$ 2 5,327 | \$ 27,860 | \$ 2,533 |
| 7620 | Electricity | \$ 5 0,877 | \$ 55,965 | \$ 5,088 |
| 7660 | Sewer Refuse | \$ 9,226 | \$ 10,149 | \$ 923 |
| 7680 | Domestic Water | \$ 7,778 | \$ 8,556 | \$ 778 |
| 76B0 | City Services | \$ 1,812 | \$ 1,993 | \$ 181 |
| | | <hr/> | | |
| Total \$ | | 9 5,020 | \$ 104,523 | \$ 9,503 |

Other Expense

| | | | | |
|----------|-------------------------|------------|------------|-------------|
| 8000 | Banking Fees | \$ 1,725 | \$ 2,542 | \$ 817 |
| 8060 | Other Operating Costs | \$ 112,395 | \$ 191,326 | \$ 78,931 |
| 8065 | Administrative Overhead | \$ 189,500 | \$ 180,000 | \$ (9,500) |
| 8070 | Government Fee Expense | \$ 100 | \$ 100 | \$ - |
| 80EO | Contingency Budget | \$ 5,000 | \$ 105,000 | \$ 1 00,000 |
| | | <hr/> | | |
| Total \$ | | 308,720 | \$ 478,968 | \$ 1 70,248 |

Miscellaneous

| | | | | |
|----------|------------------------|-------------|------------|----------|
| 0699 | Miscellaneous Services | \$ (12,000) | \$ (9,000) | \$ 3,000 |
| | | <hr/> | | |
| Total \$ | | (12,000) | \$ (9,000) | \$ 3,000 |

Banner Tax

| | | | | |
|----------|------------|------------|-----------|----------|
| 80K0 | Banner Tax | \$ 1 0,176 | \$ 11,776 | \$ 1,600 |
| | | <hr/> | | |
| Total \$ | | 1 0,176 | \$ 11,776 | \$ 1,600 |

Capital Expenditures

| | | | | |
|----------|--------------------------------|----------|----------|------------|
| 9100 | Library Acquisitions | \$ 3,500 | \$ 1,250 | \$ (2,250) |
| 9192 | Electronic Reference perpetual | \$ 2,075 | \$ 2,254 | \$ 179 |
| | | <hr/> | | |
| Total \$ | | 5,575 | \$ 3,504 | \$ (2,071) |

Total Expenditures \$ 5,071,085 \$ 5,760,226 \$ 680,451

8060 Other Operating Costs (I&G)

| Acct Code | Description | FY24 | FY25 | Difference |
|------------------|--|-------------|-------------|-------------------|
| Index | | | | |
| 138000 | ABE | \$ - | \$ - | \$ - |
| 140000 | Los Alamos Offsite Student Services (Holding) | \$ 1 5,000 | \$ 10,000 | \$ (5,000) |
| 140003 | ADA Support Los Alamos | \$ - | \$ 8,708 | \$ 8,708 |
| 144003 | Los Alamos Teleconferencing Center | \$ 500 | \$ 500 | \$ - |
| 144005 | Business Operations | \$ 1,000 | \$ 1,000 | \$ - |
| 144035 | Lab Fees | \$ - | \$ - | \$ - |
| 144051 | Los Alamos Title V Spending | \$ - | \$ - | \$ - |
| 144138 | Student Print Management | \$ - | \$ - | \$ - |
| 146000 | LA Academic Support General Computer (Holding) | \$ 1 5,000 | \$ 10,000 | \$ (5,000) |
| 150000 | Physical Plant | \$ 5,000 | \$ 5,000 | \$ - |
| 150004 | Los Alamos Facility Usage (Holding) | \$ 1 5,000 | \$ 10,000 | \$ (5,000) |
| 183000 | NM Ctr for Language Access (Holding) | \$ 1 5,000 | \$ 10,000 | \$ (5,000) |
| 450011 | Executive Director | \$ 250 | \$ 250 | \$ - |
| 450014 | Marketing | \$ 1,440 | \$ 1,500 | \$ 60 |
| 450015 | Institutional | \$ 10,000 | \$ 10,000 | \$ - |
| 450017 | Los Alamos Staff Council (Holding) | \$ 1 5,000 | \$ 10,000 | \$ (5,000) |
| 450022 | Los Alamos Gen Admin Services | \$ 1,000 | \$ 1,000 | \$ - |
| 450045 | Los Alamos F&A Spending | \$ 14,851 | \$ 14,851 | \$ - |
| 452007 | Academic Support Contingency | \$ - | \$ - | \$ - |
| 464000 | Specialized Training | \$ - | \$ 29,653 | \$ 29,653 |
| 464001 | Children's College | \$ - | \$ 15,257 | \$ 15,257 |
| 464003 | Community Education | \$ 200 | \$ 7,819 | \$ 7,619 |
| 464029 | Special Projects | \$ - | \$ 36,634 | \$ 36,634 |
| 468001 | Los Alamos Registrar | \$ - | \$ 6,000 | \$ 6,000 |
| 979001 | Recruitment/Retention | \$ 3,154 | \$ 3,154 | \$ - |
| | | \$ 112,395 | \$ 191,326 | \$ 78,931 |



BYLAWS OF THE ADVISORY BOARD

ADOPTED
May 11, 1987

APPROVED WITH NO CHANGES

September 19, 1988
September 11, 1989
May 13, 1991
September 14, 1992
August 22, 1994
September 11, 1995
September 9, 1996
September 8, 1997
September 14, 1998
September 13, 1999
September 11, 2000
September 17, 2001
September 9, 2002
September 15, 2003
October 4, 2004
September 25, 2006
September 10, 2007
September 8, 2008
September 14, 2009
September 13, 2011
September 10, 2012
September 9, 2013
September 14, 2015
September 12, 2016
September 11, 2017
September 14, 2020
September 13, 2021
September 12, 2022

AMENDED
November 9, 1993
November 7, 2005
November 26, 2018
November 4, 2019

BYLAWS OF THE ADVISORY BOARD

| | BYLAW | PAGE |
|---|----------------------|-------------|
| I. ORGANIZATION | | |
| Name | BYLAW 1100 | (3) |
| Members | BYLAW 1110 | (3) |
| Elections of Officers | BYLAW 1120 | (3) |
| Vacancy and Replacement of Member | BYLAW 1130 | (3) |
| Advisory Board Duties | BYLAW 1140 | (4) |
| Board Committees | BYLAW 1150 | (4) |
| Standing Committees | BYLAW 1150 | (4) |
| Temporary Committees | BYLAW 1150 | (4) |
| Travel and Reimbursement | BYLAW 1160 | (4) |
| II. DUTIES OF MEMBERS | | |
| Chairperson | BYLAW 1220 | (5) |
| Secretary | BYLAW 1220 | (5) |
| Individual Members | BYLAW 1230 | (5) |
| III. METHOD OF OPERATION | | |
| Amendment and Review of Bylaws | BYLAW 1320 | (6) |
| Review of Operating Agreement | BYLAW 1320 | (6) |
| Board Meetings | BYLAW 1330 | (6) |
| Notification of Members | BYLAW 1330.01 | (6) |
| Time and Place | BYLAW 1330.02 | (7) |
| Public Sessions | BYLAW 1330.03 | (7) |
| Executive Sessions | BYLAW 1330.04 | (7) |
| Construction of the Agenda | BYLAW 1330.05 | (8) |
| Advance Delivery of the Materials | BYLAW 1330.06 | (8) |
| Procedures for making Reports and Recommendations to the Board | BYLAW 1330.07 | (8) |
| Quorum | BYLAW 1330.08 | (9) |
| Minutes | BYLAW 1330.09 | (9) |
| Regular Meetings | BYLAW 1330.09 | (9) |
| Order of Business | BYLAW 1330.10 | (10) |
| Information to Precede Action | BYLAW 1330.11 | (11) |
| Parliamentary Procedures | BYLAW 1330.12 | (11) |
| Special Advisory Board Meetings | BYLAW 1340 | (11) |
| Emergency Meetings | BYLAW 1350 | (12) |
| Information Meetings | BYLAW 1360 | (12) |
| Executive Meetings | BYLAW 1370 | (13) |

I. ORGANIZATION

NAME

BYLAW 1100

These are the Bylaws for the Branch Community College Advisory Board of the University of New Mexico, Los Alamos Campus.

MEMBERS

BYLAW 1110

The Advisory Board of the Los Alamos Branch of the University of New Mexico shall be composed of the five members elected by the registered voters of the Los Alamos Branch Community College District.

ELECTION OF OFFICERS

BYLAW 1120

The Advisory Board shall elect a chairperson and a secretary from among its members. The election shall be held at the first regular Board Meeting after the board member election by the voters.

The term for officers shall be for one year beginning immediately upon their election and ending at the regular Board meeting one year thereafter when their successors have been elected.

The Advisory Board may hold a special election to fill officer vacancies.

VACANCY AND REPLACEMENT OF MEMBER

BYLAW 1130

In the event of a vacancy occurring in the membership of the Advisory Board caused in any other manner than by the expiration of the term of office, the remaining board members will appoint a qualified person to serve the remainder of the term.

ADVISORY BOARD DUTIES

BYLAW 1140

The duties of the Advisory Board shall be as stipulated by the Operating Agreement between the Branch Community College Advisory Board and the University of New Mexico, and by the Branch Community College Act, as amended.

BOARD COMMITTEES

BYLAW 1150

Standing Committees

No individual member and no group comprising less than the full membership of the Advisory Board shall be designated as a standing committee to perform any of the Advisory Board's function.

Temporary Committees

With the consent of the Advisory Board, the chairperson shall appoint temporary committees comprised of less than the full membership for special purposes. These committees shall be discharged on the completion of their assignment. The chairperson shall be an ex-officio member of any such committee. The chairperson shall have the option of appointing community members for special committees with the consent of the majority of the Advisory Board.

TRAVEL AND REIMBURSEMENT

BYLAW 1160

Members of the Advisory Board will not be reimbursed for attendance at regularly scheduled meetings in Los Alamos.

Members of the Advisory Board may be reimbursed by the Los Alamos Branch at the rate of staff reimbursement for mileage and per diem for discharge of official duties outside of Los Alamos.

II. DUTIES OF MEMBERS

DUTIES OF THE CHAIRPERSON

BYLAW 1220

The chairperson shall preside at all meetings of the Advisory Board and shall appoint all committees unless otherwise directed by the Advisory Board.

The chairperson shall sign for the Advisory Board and generally represent the Advisory Board at all times when it is not convened. In this function, in the absence of official Advisory Board action, the chairperson may not make commitments, which bind the Advisory Board. The chairperson shall notify the convened Advisory board at the next regular meeting of any such representations.

DUTIES OF THE SECRETARY

BYLAW 1220

The secretary shall co-sign with the chairperson when required.

In the absence of the secretary, another member of the Advisory Board shall act as signatory.

In the absence of the chairperson, the secretary shall call the meeting to order and conduct the meeting.

DUTIES OF INDIVIDUAL MEMBERS

BYLAW 1230

Members of the Advisory Board have no individual authority.

III. METHOD OF OPERATION

AMENDMENT AND REVIEW OF BYLAWS

BYLAW 1310

The Advisory Board's Bylaws shall be reviewed annually at the regular September meeting.

Bylaws or amendments to the existing bylaws of the Advisory Board shall be proposed at one Advisory Board meeting and voted on at one of the next two regular meetings. A proposed bylaw or amendment may be further amended at the second meeting and may then be voted on at that same meeting.

An affirmative vote by at least three members of the Advisory Board shall be necessary to adopt or suspend a bylaw.

REVIEW OF OPERATING AGREEMENT

BYLAW 1320

The Advisory Board shall annually review the Operating Agreement between the Advisory Board and the University at the regular September meeting.

BOARD MEETINGS

BYLAW 1330

The regular meeting of the Advisory Board will be held on the Monday preceding the second Tuesday of each odd calendar month, except

July, at 5:30 p.m., at the Branch Campus unless otherwise directed by the chairperson of the Advisory Board.

NOTIFICATION OF MEMBERS

BYLAW 1330.01

The Chancellor shall notify members of the Advisory Board of the regular, special, information, and emergency meetings of the Advisory Board.

The listing of all regularly scheduled meetings of the Advisory Board for the ensuing fiscal year will be determined at the regular May meeting and announced and posted publicly on or about the first of July each year.

TIME AND PLACE

BYLAW 1330.02

The regular meeting of the Advisory Board will be held on the Monday preceding the second Tuesday of each odd calendar month, except July, at 5:30 p.m. at the Branch campus unless otherwise directed by the chairperson of the Advisory Board. All meetings will be posted in advance on the UNM Los Alamos website and distributed to local media or by such other appropriate means, giving the date, the time, and the place, as well as the major topics discussed. This information will be made available to the news media on Friday prior to the regular Monday meetings.

A listing of the dates for the regularly scheduled meetings will be posted on the UNM Los Alamos website on or about the first of July each year, with copies made available to the public upon request.

PUBLIC SESSIONS

BYLAW 1330.03

All meetings of the Advisory Board, except executive sessions or meetings shall be open to the public and conducted in accordance with the Open Meetings Act of the State of New Mexico.

EXECUTIVE SESSIONS

BYLAW 1330.04

The Advisory Board may hold executive sessions according to and for those purposes expressly permitted in the Open Meetings Act of the State of New Mexico.

CONSTRUCTION OF THE AGENDA

BYLAW 1330.05

The agenda for regular meetings will be set up by the Chancellor and the chairperson and will be delivered to the Advisory Board members no later than Friday before the regular meeting.

ADVANCE DELIVERY OF MATERIALS

BYLAW 1330.06

Background and resource material pertinent to agenda items shall be prepared and distributed to Advisory Board members by the Chancellor no later than the Friday before the regular meeting.

**PROCEDURES FOR MAKING REPORTS AND
RECOMMENDATIONS TO THE ADVISORY BOARD BYLAW 1330.07**

The Advisory Board may require that the following steps be followed when individuals are presenting reports, recommendations, or requests to it:

1. The report should be submitted to the Chancellor's Office allowing sufficient time (a ten-day period is suggested) for copies to be submitted to individual Advisory Board members for study.
2. The Advisory Board will review and discuss reports at a regular meeting of the Advisory Board following the submission of the report or request. Individuals, or their representatives, submitting requests are invited to be present to discuss and answer questions relative to the report that has been submitted.
3. At a subsequent meeting, and after careful study and consideration of the recommendations of the Chancellor, the Advisory Board will act upon these requests.

QUORUM

BYLAW 1330.08

Three (3) Advisory Board members, meeting at the designated time and place, shall constitute a quorum for the purpose of conducting business. All action, motions, and decisions of the Advisory Board must be made by a majority vote of those present. Revisions and suspensions of policies and Bylaws require the approval by at least three (3) Advisory Board members. The only business that can be

conducted in the absence of a quorum is to take measures to obtain a quorum, fixing a time of adjournment, or to take a recess.

MINUTES

BYLAW 1330.09

Regular Meetings

The minutes of regular Advisory Board meetings shall be kept by a UNM LA staff member in accordance with New Mexico Statutes. The minutes shall include but not be limited to the date and time of meeting, the Advisory Board members present, action taken by the Advisory Board members, and subjects discussed.

The minutes of work sessions and informational sessions will be kept. The minutes shall include but not be limited to the date and time of the meeting, the Advisory Board members present, and the subjects discussed.

ORDER OF BUSINESS

BYLAW 1330.10

The order of business for regular meetings of the Advisory Board shall consist, when necessary, of the following:

- 1. Call to Order and Confirmation of a Quorum**
- 2. Routine Business**
 - a. Approval of minutes of the previous meetings**
- 3. Public Comment**
- 4. Information for the Board**
- 5. Unfinished Business**
- 6. Presentations of the Directors**
- 7. Board Requested Action or Discussion**
- 8. Future Business**
- 9. Adjournment**

INFORMATION TO PRECEDE ACTION

BYLAW 1330.11

The Advisory Board shall defer action on questions for which the members determine insufficient information exists until such time as adequate information is furnished.

The Chancellor may be required to examine and evaluate information and recommend action before the Advisory Board makes a decision.

PARLIMENTARY PROCEDURES

BYLAW 1330.12

Advisory Board meetings shall be conducted by generally recognized procedures. Robert's Rules of Order, Revised, may be used as a standard parliamentary procedure, except when otherwise provided by the Advisory Board's bylaws.

SPECIAL ADVISORY BOARD MEETINGS

BYLAW 1340

Special meetings may be called by the chairperson of the Advisory Board or by request of any two (2) members of the Advisory Board or by the Chancellor and one member of the Advisory Board. For any such meeting, an attempt shall be made to notify each Advisory Board member at least twenty-four (24) hours in advance.

Special meetings shall be conducted according to the Advisory Board bylaws governing the conduct of regular meetings whenever applicable.

Notice of special meetings will be provided to the news media at least twenty-four (24) hours prior to the date of the meeting together with agenda items.

Each special meeting shall have an announced agenda.

EMERGENCY MEETINGS

BYLAW 1350

Emergency meetings may be called by the chairperson of the Advisory Board or by request of any two (2) members of the Advisory Board or by the Chancellor and one (1) member of the Advisory Board. Notice of emergency meetings will be given to the Advisory Board members and the news media immediately upon the decision to have the meeting, together with the agenda.

Emergency meetings shall be conducted according to bylaws governing regular meetings whenever applicable.

INFORMATION MEETINGS

BYLAW 1360

Information meetings may be called by the chairperson of the Advisory Board or by request of any two (2) members of the Advisory Board.

The Advisory Board may meet to receive and discuss instructional and business matters. These information meetings will be held at such time and place determined by the Advisory Board. For any such meeting an attempt shall be made to notify each Advisory Board member at least twenty-four (24) hours in advance.

Invitations may be extended to staff, faculty, community organizations, and other groups who can or wish to provide information, which, at a future time, may lead to decision and action by the Advisory Board.

Notice of information meetings will be provided to the news media twenty-four- (24) hours in advance. No decisions will be made at these meetings, but all known subjects to be discussed will be announced. Subjects for discussion will not be limited to the agenda.

EXECUTIVE MEETINGS

BYLAW 1370

The Advisory Board may meet in closed executive session. Such executive sessions shall be governed by the Open Meetings Act of the State of New Mexico.

Executive meetings may be called by the chairperson of the Advisory Board or by request of any two (2) members of the Advisory Board. For any such meetings, an attempt shall be made to notify each Advisory Board member at least twenty-four (24) hours in advance. A quorum of the members of the Advisory Board must be present to conduct the executive meeting.

During an open meeting, the Advisory Board may go into executive session upon approval of a motion to do so by a majority of the quorum.

Executive meetings may be called to discuss only those agenda items allowed by the Open Meetings Act. No official action shall be taken and no minutes shall be recorded.

During executive sessions, only members of the Advisory Board and persons invited by the Advisory Board shall be present.

Notice of executive meetings shall be given to the news media twenty-four (24) hours prior to the date of the meeting except for those called during an open meeting. Notice shall state purpose for the meeting. Public notice is not required for an executive session to discuss threatened or pending litigation.

STATE OF NEW MEXICO)
)
COUNTY OF LOS ALAMOS)

The Advisory Board (the "Board") of the UNM-Los Alamos Branch Community College District (the "District"), in the County of Los Alamos, and State of New Mexico, met in special open session in full conformity with law and the rules and regulations of the Board, via Zoom on April 15, 2024, at the hour of 5:30 p.m., at which meeting there were present and answering the roll call the following:

Present: Chairperson: _____

Secretary: _____

Members: _____

Absent: _____

Also present: _____

The following resolution was then introduced:

**RESOLUTION OF UNM LOS ALAMOS BRANCH COMMUNITY COLLEGE
DISTRICT ADVISORY BOARD FOR A
GENERAL OBLIGATION BOND ELECTION**

A RESOLUTION CONCERNING A GENERAL OBLIGATION BOND QUESTION TO BE SUBMITTED TO THE QUALIFIED ELECTORS OF THE UNIVERSITY OF NEW MEXICO LOS ALAMOS BRANCH COMMUNITY COLLEGE DISTRICT AT THE GENERAL ELECTION TO BE HELD ON NOVEMBER 5, 2024; PROVIDING THAT A GENERAL OBLIGATION BOND QUESTION BE SUBMITTED TO THE QUALIFIED VOTERS OF THE DISTRICT AT THE ELECTION; PROVIDING FOR THE FILING OF THE ELECTION RESOLUTION WITH THE LOS ALAMOS COUNTY CLERK; PRESCRIBING OTHER DETAILS IN CONNECTION WITH SUCH ELECTION AND BONDS; AND RATIFYING ACTION PREVIOUSLY TAKEN IN CONNECTION THEREWITH.

WHEREAS, the Advisory Board (the "Board") of the University of New Mexico Los Alamos Branch Community College District (the "District"), is established pursuant to Sections 21-14-1 through 21-14-16 NMSA 1978, as amended; and

WHEREAS, the Board has determined that it is in the best interest of the District to submit to a vote of the qualified electors of the District the question of issuance of general obligation (limited tax) bonds in the amount and for the purposes hereinafter specified in Section 2 of this Resolution (the "Bond Question") at the general election to be held Tuesday, November 5, 2024 (the "Election"), and that a Resolution regarding the Election shall be issued by the Board, in accordance with Section 21-2A-10, NMSA 1978; and

WHEREAS, the Board has determined that it is in the best interest of the District to submit to a vote the Bond Question, as permitted by Sections 21-2A-6 and 21-14-2, NMSA 1978, at the Election; and

WHEREAS, the Bond Question to be submitted to the voters has not been defeated at an election held within a period of two years from the date of the Election; and

NOW, THEREFORE, BE IT RESOLVED BY THE ADVISORY BOARD OF THE UNIVERSITY OF NEW MEXICO LOS ALAMOS BRANCH COMMUNITY COLLEGE DISTRICT, COUNTY OF LOS ALAMOS, STATE OF NEW MEXICO THAT THE FOLLOWING RESOLUTION BE ISSUED:

Section 1. The general obligation bond election for the University of New Mexico – Los Alamos Branch Community College District, County of Los Alamos, New Mexico shall be held at the Election.

Section 2. There shall be submitted to all qualified registered electors of the District at the Election, the following question (the “Bond Question”):

College District "Shall the Advisory Board of the University of New Mexico Los
General Obligation Alamos Branch Community College District, be authorized to
Bond Question: issue up to \$3,000,000 of general obligation bonds for the purpose
 of erecting, furnishing, constructing, purchasing, remodeling and
 equipping buildings and utility facilities, exclusive of stadiums;
 making other real property improvements; purchasing grounds;
 and purchasing and installing computer hardware and software; or
 any combination of these purposes?"

Section 3. The District shall file this Resolution with the County Clerk of Los Alamos County (the “County Clerk”) pursuant to Section 21-2A-10 NMSA 1978, as amended. The District hereby requests that the Los Alamos County Board of County Commissioners place the Bond Question on the Ballot for the Election.

Section 4. Officers of the District are authorized and directed to take all action necessary for the Election and to coordinate the inclusion of the District’s Bond Question on the ballots for the Election with the County Clerk and New Mexico Secretary of State as necessary.

Section 5. The County Clerk shall conduct and canvass the Election pursuant to the Election Code, Sections 1-1-1 through 1-1-28, NMSA 1978, Sections 1-16-1 through 1-16-9, NMSA 1978, the Local Election Act, Sections 1-22-1 through 1-22-20, NMSA, the College District Tax Act, Section 21-2A-1 through 21-2A-17 NMSA 1978, Sections 21-14-1 through 21-14-17, NMSA 1978, the Federal Voting Rights Act, and other laws applicable to the Election the District.

Section 6. Notice of the Election and other publications including the Bond Question shall be published by the County Clerk as required by the Election Code. All such publications shall be in the *Los Alamos Daily Post* or such other legal newspaper having a general circulation within the District as determined by the County Clerk. The County Clerk is requested to publish the Election proclamation as provided above and the Election Code.

Section 7. The Chairperson of the District Advisory Board, officers, employees, and agents of the District, and the County Clerk be, and they hereby are authorized and directed to take all action necessary or appropriate to effectuate the provisions of this Resolution, including, but not limited to, the submission of the proposed issuance of general obligation bonds to the New Mexico Higher Education Department for approval.

Section 8. All action heretofore taken by the Board, the Chairperson, officers, and employees of the District not inconsistent with the provisions of this Resolution directed toward the calling and conducting of the Election be, and the same hereby is ratified, approved and confirmed.

Section 9. All acts, motions or resolutions, or parts thereof, inconsistent herewith are hereby repealed to the extent only of such inconsistency.

Section 10. This Resolution shall be in full force and effect after its passage and adoption.

PASSED AND ADOPTED THIS 15th DAY OF APRIL, 2024.

UNM LOS ALAMOS BRANCH COMMUNITY
COLLEGE DISTRICT

By: _____
Chuck McCullough, Chairperson

[SEAL]

ATTEST:

By: _____
Kristin Henderson, Secretary

Member _____ moved the adoption of the foregoing Resolution, and Member _____ seconded the motion. The motion to adopt the Resolution was thereupon put to a vote and was passed and adopted on the following recorded vote:

Those Voting Aye: _____

Those Voting Nay: _____

Those Absent: _____

STATE OF NEW MEXICO)
)
COUNTY OF LOS ALAMOS)

I, Kristen Henderson, the duly qualified and acting Secretary of the Advisory Board (the "Board") of UNM Los Alamos Branch Community College District in Los Alamos County (the "District"), do hereby certify:

1. The foregoing pages are a true, perfect and complete copy of the record of the proceedings of the Board, constituting the governing board of the District, had and taken at a duly called special meeting held via Zoom on the 15th day of April, 2024, at the hour of 5:30 p.m., insofar as the same relate to the proposed submission of a general obligation bond question to the voters of the District at the upcoming general election on November 5, 2024, a copy of which is set forth in the regular book of official records of the proceedings of the Board kept in my office. None of the action taken has been rescinded, repealed or modified.

2. The proceedings and the meeting were duly held and the persons therein named were present at the meeting, as therein shown.

3. Notice of such meeting attached hereto as Exhibit "A", was posted in accordance with the open meetings standards presently in effect, i.e., Advisory Board Bylaw 1330 re-adopted on September 12, 2022 and on April 15, 2024, which is currently in effect.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the District, this 15th day of April, 2024.

(SEAL)

By: _____
Kristen Henderson, Secretary
UNM–Los Alamos Branch Community College District

EXHIBIT "A"

Notice of April 15, 2024 Meeting



LOS ALAMOS

UNIVERSITY OF NEW MEXICO *Los Alamos Branch*

University's Historical Financial Information

April 2024

6565 Americas Parkway NE, Suite 860
Albuquerque, NM
(505) 336-2064

STIFEL | Public Finance

- 01 About Stifel**
- 02 Market Outlook**
- 03 Historical Valuations & Debt Capacity**
- 04 Plan of Finance**

Disclosure

Stifel, Nicolaus & Company, Incorporated (“Stifel”) is providing the information for discussion purposes and is declaring that it has done so within the regulatory framework of MSRB Rule G-23 as a financial advisor, as defined therein, and not an underwriter to the issuer for this proposed issuance of municipal securities. A “financial advisory relationship” shall be deemed to exist when a firm enters into an agreement to render financial advisory or consultant services to or on behalf of an issuer with respect to the issuance of municipal securities, including advice with respect to the structure, timing, terms and other similar matters. Accordingly, any services provided by Stifel as they relate to our role as financial advisor should not be construed as those of an underwriter or placement agent.

These materials have been prepared by Stifel for the client or potential client to whom such materials are directly addressed and delivered for discussion purposes only. All terms and conditions are subject to further discussion and negotiation. Stifel does not express any view as to whether financing options presented in these materials are achievable or will be available at the time of any contemplated transaction. These materials do not constitute an offer or solicitation to sell or purchase any securities and are not a commitment by Stifel to provide or arrange any financing for any transaction or to purchase any security in connection therewith and may not be relied upon as an indication that such an offer will be provided in the future. Where indicated, this presentation may contain information derived from sources other than Stifel. While we believe such information to be accurate and complete, Stifel does not guarantee the accuracy of this information. This material is based on information currently available to Stifel or its sources and are subject to change without notice. Stifel does not provide accounting, tax or legal advice; however, you should be aware that any proposed indicative transaction could have accounting, tax, legal or other implications that should be discussed with your advisors and/or counsel as you deem appropriate.

Helping clients better serve their communities.

- Stifel's Public Finance professionals specialize in raising capital to build and maintain essential infrastructure in the communities they serve.

Local knowledge. National presence.

- The locations of Stifel's regional Public Finance offices provide for a broad national platform with specific local expertise across the country.

Areas of expertise.

- From some of the nation's largest states, cities, and counties to rural school districts and small towns and nearly everything in between, our municipal banking and underwriting groups work with issuers to develop and implement financing strategies that allow them to operate and optimize the important work they do.

Our mission is to provide the professional guidance and resources you need to work toward your goals.

- | | |
|-----------------------|---|
| STIFEL HISTORY | <ul style="list-style-type: none"> ▪ Founded in 1890 and publicly listed since 1983 ▪ Headquartered in St. Louis, Missouri ▪ More than 8,300 Global Employees ▪ More than \$343.7 billion in client assets under management |
|-----------------------|---|

- | | |
|-------------------------|---|
| CAPITAL POSITION | <ul style="list-style-type: none"> ▪ As of September 30, 2023, Stifel's total capital base was approximately \$1.24 billion with excess net capital of \$373.7 million ▪ Based upon this capital position, Stifel has the capacity to commit to underwrite, as sole manager, more than \$4.87 billion of municipal securities |
|-------------------------|---|

- | | |
|-------------------------------------|--|
| PUBLIC FINANCE PROFESSIONALS | <ul style="list-style-type: none"> ▪ Nearly 300 municipal banking, sales, trading and professionals ▪ 40 public finance offices in 23 states |
|-------------------------------------|--|

- | | | |
|--|---|---|
| PUBLIC FINANCE AREAS OF EXPERTISE | <ul style="list-style-type: none"> ▪ Public Education ▪ Non-Profit Education ▪ Healthcare ▪ Pensions ▪ Housing ▪ Religion Finance | <ul style="list-style-type: none"> ▪ State and Local Government ▪ Tax Increment and Development Districts ▪ Transportation and Utilities |
|--|---|---|

Local Offices in Santa Fe | Albuquerque | Las Cruces

- 
NEW MEXICO FOCUS
- 
INVESTING IN NEW MEXICO
- 
SUPPORTING LOCAL FINANCIAL MARKET
- 
FULL-SERVICE NATIONAL EXPERIENCE

- 7 full time employees in **Santa Fe**, 7 FTE's in **Las Cruces**, 1 FTE in **Albuquerque**, and 7 additional FTE's from out of state dedicated to providing New Mexicans our services
- Stifel continues to **invest heavily in New Mexico**, maintaining 3 offices with 15 New Mexico based employees, by providing **scholarships** to high school seniors, and frequently **volunteering** in the community
- **120+ fixed income trading associates** support New Mexico retail and institutional clients, completing 600+ trades worth \$115 million in 2023YTD
 - **285+ fixed income sales associates** support public debt issuances
- Stifel's team of **10+ public finance professionals** dedicated to New Mexico bring **50+ years of experience in New Mexico Public Finance** and provide expertise on setting tax rates, refinancing existing debt, private placements, loans and elections



PHILANTHROPIC AND LOCAL COMMUNITY INVOLVEMENT

- **Stifel's Fabric of Society** - 75 College Scholarships Awarded Annually
- **New Mexico Association of School Board Officials (NMAASBO)**
- **Albuquerque Public Schools Education Foundation**
- **NM Tech President's Golf Tournament**
- **NM School Boards Association (NM SBA)**
- **NM Municipal League (NMML)**
- **Please see Contacts page for additional Philanthropic and Local Community Involvement**

STIFEL'S NEW MEXICO RETAIL HOLDINGS

| | |
|-------------------------|-------------|
| Client Accounts | 2,300 |
| Municipal Client Assets | \$22.4 mil |
| Total Client Assets | \$590.7 mil |

Source: Stifel Internal Records as of October 3, 2023.



ROBERT CASILLAS
Managing Director
rcasillas@stifel.com
602.794.4001



BRAD ANGST
Director
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NICHOLAS CAINE
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LISA MAY
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KEN CHEREVKA
Asst. Vice President
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602.794.4014



JILLIAN JOHNSON
Associate
johnsonjill@stifel.com
602.794.4009



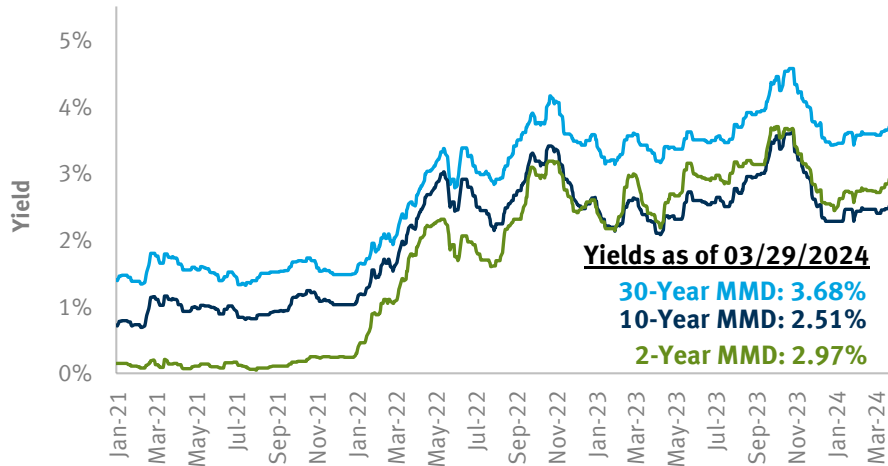
BLAKE BREI
Associate
breib@stifel.com
602.794.4053

Tax-Exempt Interest Rate Movement

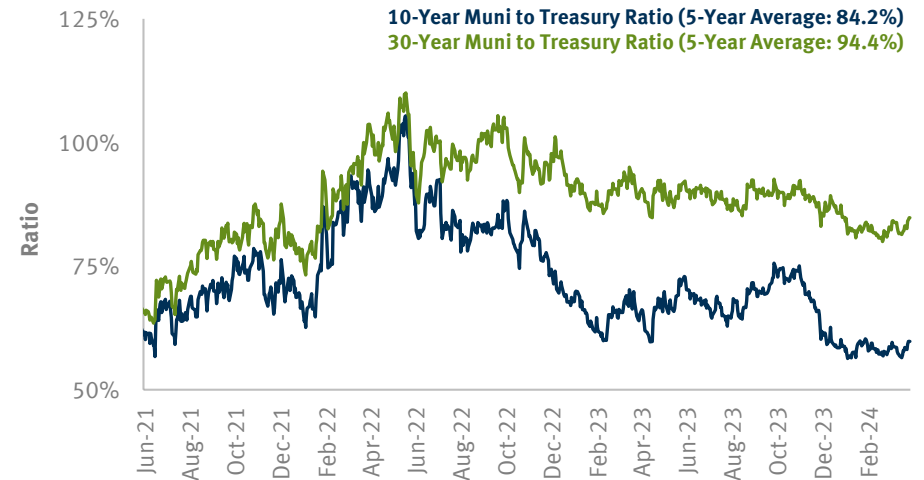
AAA MMD yields have risen from recent December 2023 lows.

AAA MMD Yields Since 2021

Comparing 2-, 10- and 30-Year AAA MMD

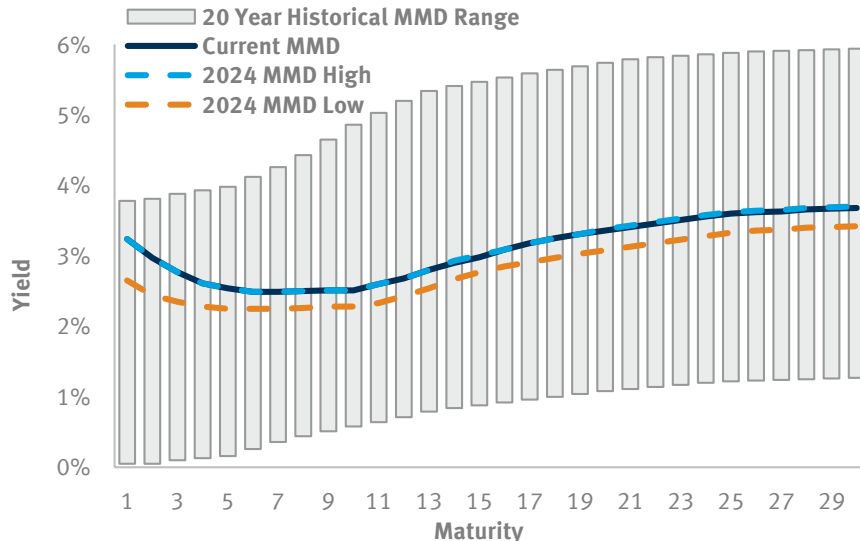


10-Year and 30-Year Muni to Treasury Ratios Since 2021



Current MMD Yields and Historic Context

20-Year Historical AAA MMD Range vs. Current AAA MMD



Sources: TM3, US Treasury. As of March 29, 2024.

AAA MMD Summary Statistics

| | 5-Year | 10-Year | 30-Year |
|---------------|--------|---------|---------|
| Current | 2.54% | 2.51% | 3.68% |
| Weekly Change | +7 bps | +4 bps | +3 bps |

2024 Year-to-Date

| | | | |
|-------------------|---------|---------|---------|
| YTD Change | +26 bps | +23 bps | +26 bps |
| High | 2.54% | 2.51% | 3.70% |
| Low | 2.25% | 2.28% | 3.42% |
| Average | 2.40% | 2.41% | 3.57% |
| Beginning of 2024 | 2.28% | 2.28% | 3.42% |

AAA BVAL Summary Statistics

| | 5-Year | 10-Year | 30-Year |
|---------------|--------|---------|---------|
| Current | 2.50% | 2.50% | 3.67% |
| Weekly Change | +5 bps | +4 bps | +4 bps |

2024 Year-to-Date

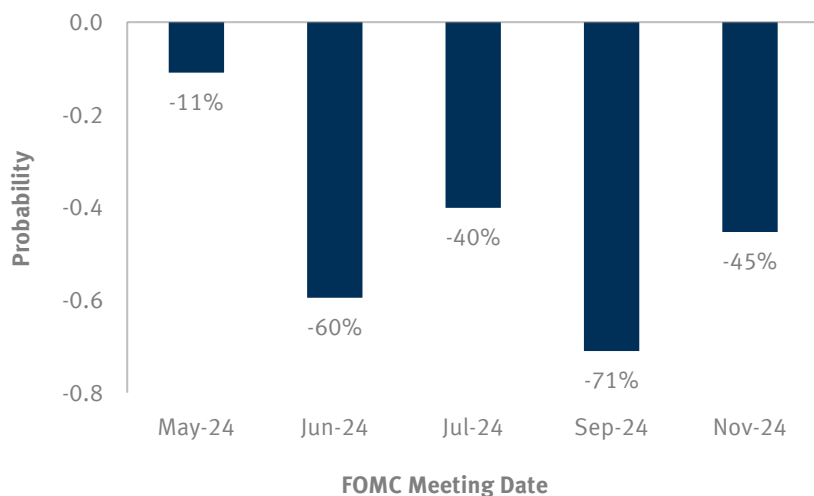
| | | | |
|------------|---------|---------|---------|
| YTD Change | +31 bps | +25 bps | +33 bps |
|------------|---------|---------|---------|

- On Friday, Federal Reserve Chairman Jerome Powell joined the growing number of Fed officials reiterating a message of patience in the aftermath of the March FOMC rate decision. Powell also suggested a potentially more tempered path. "We don't need to be in a hurry to cut," he said at a San Francisco Fed event. "The fact that the U.S. economy is growing at such a solid pace, the fact that the labor market is still very, very strong, gives us the chance to just be a little more confident about inflation coming down before we take the important step of cutting rates."
- Powell's comments of course came just after the latest inflation data showed an acceleration in headline price pressures with minimal improvement in the core. Recall, on Friday the PCE rose 0.3% in January, and 2.5% year-over-year. While in line with expectations, this was an increase from the 2.4% annual gain in January.
- Excluding food and energy, the core PCE rose 0.3% in January, as expected and following a 0.5% gain at the start of the year. Over the past year, core inflation increased 2.8, a minimal retreat from a 2.9% annual gain in January.

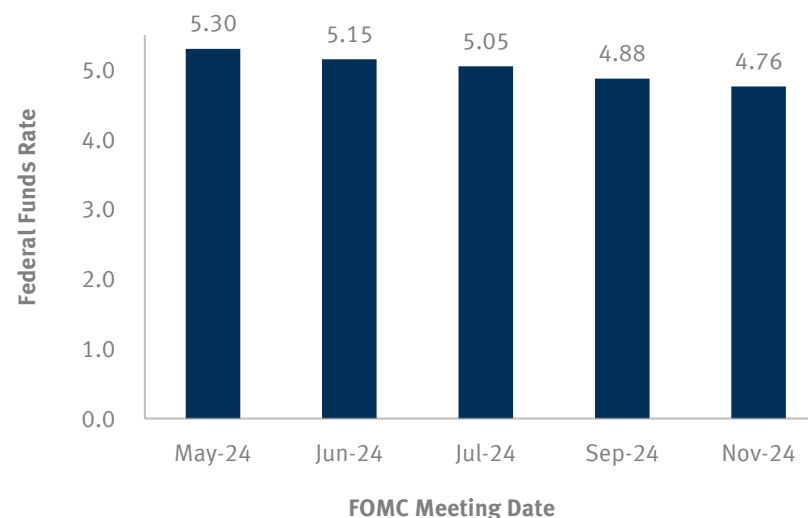
Bloomberg Consensus Yield Curve Projections (%)

| Market Consensus Yield Curve Projections (%) | | | | | |
|--|---------|---------|---------|---------|---------|
| | Current | Q2 2024 | Q3 2024 | Q4 2024 | Q1 2025 |
| Fed Funds | 5.50 | 5.30 | 4.95 | 4.60 | 4.25 |
| 2-Yr UST | 4.59 | 4.26 | 4.00 | 3.77 | 3.60 |
| 10-Yr UST | 4.20 | 4.03 | 3.93 | 3.87 | 3.82 |
| 30-Yr UST | 4.34 | 4.23 | 4.14 | 4.11 | 4.06 |

Market Consensus Probability of a Rate Hike at Upcoming Fed Meetings Calculated Using Fed Funds Futures. (Values > 100% indicate a greater than 25 bp hike)

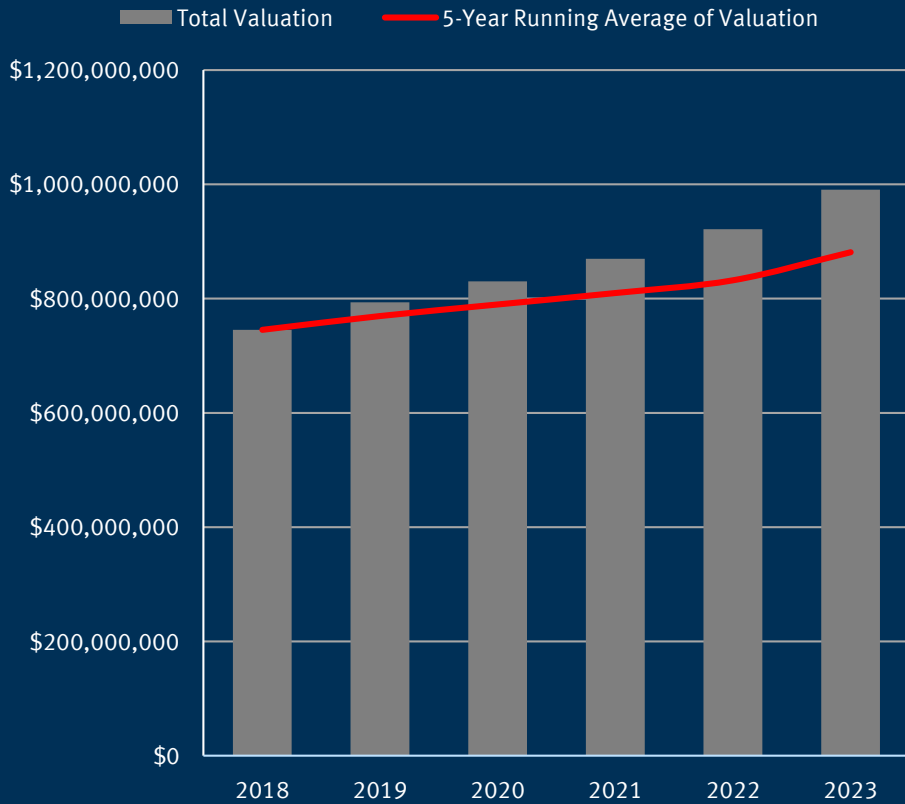


Market Consensus Implied Overnight Effective Rate After Each Fed Meeting



Sources: Stifel Fixed Income Strategy Department, US Treasury, Bloomberg, Thomson Reuters. As of March 29, 2024.

Historical Assessed Valuations



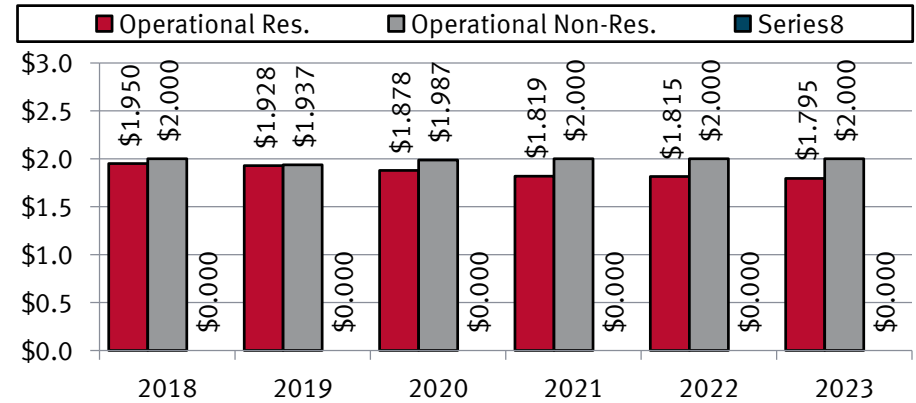
| Tax Year | Total Residential | Total Non-Residential | Total Valuation | Annual % Change |
|----------|-------------------|-----------------------|-----------------|-----------------|
| 2018 | \$646,476,090 | \$98,791,408 | \$745,267,498 | - |
| 2019 | \$679,828,420 | \$113,705,210 | \$793,533,630 | 6.48% |
| 2020 | \$715,999,540 | \$114,182,352 | \$830,181,892 | 4.62% |
| 2021 | \$760,592,490 | \$109,128,225 | \$869,720,715 | 4.76% |
| 2022 | \$808,282,870 | \$113,117,962 | \$921,400,832 | 5.94% |
| 2023 | \$868,981,400 | \$121,783,192 | \$990,764,592 | 7.53% |

General Obligation Bonding Capacity

| | |
|---|--------------|
| 2023 Final Limitation (3% of \$990,764,592) | \$29,722,938 |
| Less: Outstanding GO Debt (As of 4/1/2023) | None |

Additional G.O. Bonding Capacity **\$29,722,938**

| | |
|--|--------|
| Ratio of Direct & Overlapping Debt to 2023 Assessed Valuation: | 0.00% |
| Per Capita Net Bonded Debt: | \$0.00 |
| Est. Population: | 19,187 |



University of New Mexico – Los Alamos Branch: Historical Tax Rates

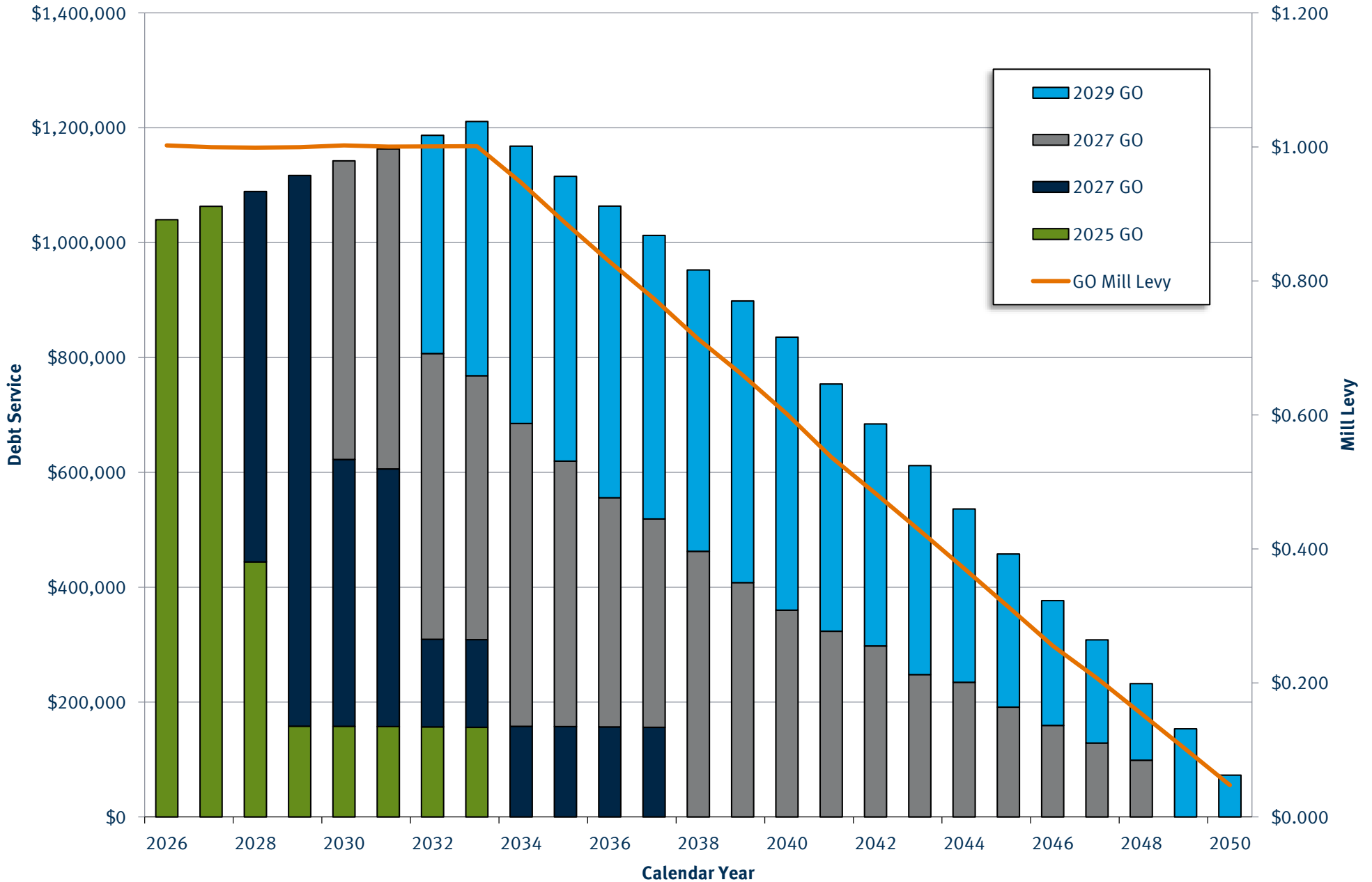
| Tax Year | Operational Tax Rates | | GO Debt Service Levy | Totals | |
|----------|-----------------------|----------|----------------------|-------------|----------|
| | Residential | Non-Res. | Applies to All | Residential | Non-Res. |
| 2018 | 1.950 | 2.000 | 0.000 | 1.950 | 2.000 |
| 2019 | 1.928 | 1.937 | 0.000 | 1.928 | 1.937 |
| 2020 | 1.878 | 1.987 | 0.000 | 1.878 | 1.987 |
| 2021 | 1.819 | 2.000 | 0.000 | 1.819 | 2.000 |
| 2022 | 1.815 | 2.000 | 0.000 | 1.815 | 2.000 |
| 2023 | 1.795 | 2.000 | 0.000 | 1.795 | 2.000 |

Tax Rate Impact – \$1.0 GO Mill Levy

Tax Impact and Debt Service Schedules

| Projected Assessed Value & Current Debt Service | | | | | Plan of Finance & Debt Service | | | | | |
|---|---------------|------------------------------|----------------------|----------------------|--------------------------------|-------------------------|------------------------------|-------------------------|------------------------------|---------------------|
| | Growth Factor | Projected Assessed Valuation | Current Debt Service | Current GO Mill Levy | Series 2025 Spring Sale | Series 2027 Spring Sale | Series 2029 Spring Sale | Series 2031 Spring Sale | Projected Total Debt Service | Projected Mill Levy |
| Payment Date (August 1) | | | | 95% | \$3,000,000 | \$3,000,000 | \$5,000,000 | \$5,000,000 | | 95% |
| 2024 | 7.53% | \$990,764,592 | \$0 | \$0.000 | \$6M - Nov. Election | | | | | |
| 2025 | 5.00% | 1,040,302,822 | | | | | | | | |
| 2026 | 5.00% | 1,092,317,963 | | | \$1,040,000 | | | | \$1,040,000 | \$1.002 |
| 2027 | 2.50% | 1,119,625,912 | | | 1,063,200 | | | | 1,063,200 | 1.000 |
| 2028 | 2.50% | 1,147,616,560 | | | 444,000 | \$645,000 | \$10M - Nov. Election | | 1,089,000 | 0.999 |
| 2029 | 2.50% | 1,176,306,974 | | | 158,000 | 959,000 | | | 1,117,000 | 1.000 |
| 2030 | 2.00% | 1,199,833,113 | | | 157,800 | 464,600 | \$520,000 | | 1,142,400 | 1.002 |
| 2031 | 2.00% | 1,223,829,775 | | | 157,400 | 448,600 | 557,200 | | 1,163,200 | 1.000 |
| 2032 | 2.00% | 1,248,306,371 | | | 156,800 | 152,600 | 497,400 | \$380,000 | 1,186,800 | 1.001 |
| 2033 | 2.00% | 1,273,272,498 | | | 156,000 | 152,800 | 459,400 | 442,800 | 1,211,000 | 1.001 |
| 2034 | 2.00% | 1,298,737,948 | | | | 157,800 | 527,400 | 482,800 | 1,168,000 | 0.947 |
| 2035 | 2.00% | 1,324,712,707 | | | | 157,400 | 462,200 | 495,800 | 1,115,400 | 0.886 |
| 2036 | 2.00% | 1,351,206,961 | | | | 156,800 | 399,000 | 507,800 | 1,063,600 | 0.829 |
| 2037 | 2.00% | 1,378,231,100 | | | | 156,000 | 362,800 | 493,800 | 1,012,600 | 0.773 |
| 2038 | 2.00% | 1,405,795,722 | | | | | 462,600 | 489,800 | 952,400 | 0.713 |
| 2039 | 2.00% | 1,433,911,637 | | | | | 408,000 | 490,400 | 898,400 | 0.660 |
| 2040 | 2.00% | 1,462,589,870 | | | | | 360,000 | 475,400 | 835,400 | 0.601 |
| 2041 | 1.00% | 1,477,215,768 | | | | | 323,400 | 430,400 | 753,800 | 0.537 |
| 2042 | 1.00% | 1,491,987,926 | | | | | 297,800 | 386,600 | 684,400 | 0.483 |
| 2043 | 1.00% | 1,506,907,805 | | | | | 247,800 | 364,000 | 611,800 | 0.427 |
| 2044 | 1.00% | 1,521,976,883 | | | | | 234,400 | 301,800 | 536,200 | 0.371 |
| 2045 | 1.00% | 1,537,196,652 | | | | | 191,200 | 266,600 | 457,800 | 0.313 |
| 2046 | 1.00% | 1,552,568,619 | | | | | 159,400 | 217,400 | 376,800 | 0.255 |
| 2047 | 1.00% | 1,568,094,305 | | | | | 128,600 | 179,800 | 308,400 | 0.207 |
| 2048 | 1.00% | 1,583,775,248 | | | | | 98,800 | 133,400 | 232,200 | 0.154 |
| 2049 | 1.00% | 1,599,613,000 | | | | | | 153,600 | 153,600 | 0.101 |
| 2050 | 1.00% | 1,615,609,130 | | | | | | 72,800 | 72,800 | 0.047 |
| Totals: | | | \$0 | | \$3,333,200 | \$3,450,600 | \$6,697,400 | \$6,765,000 | \$20,246,200 | |

Tax Rate Impact – \$1.0 GO Mill Levy

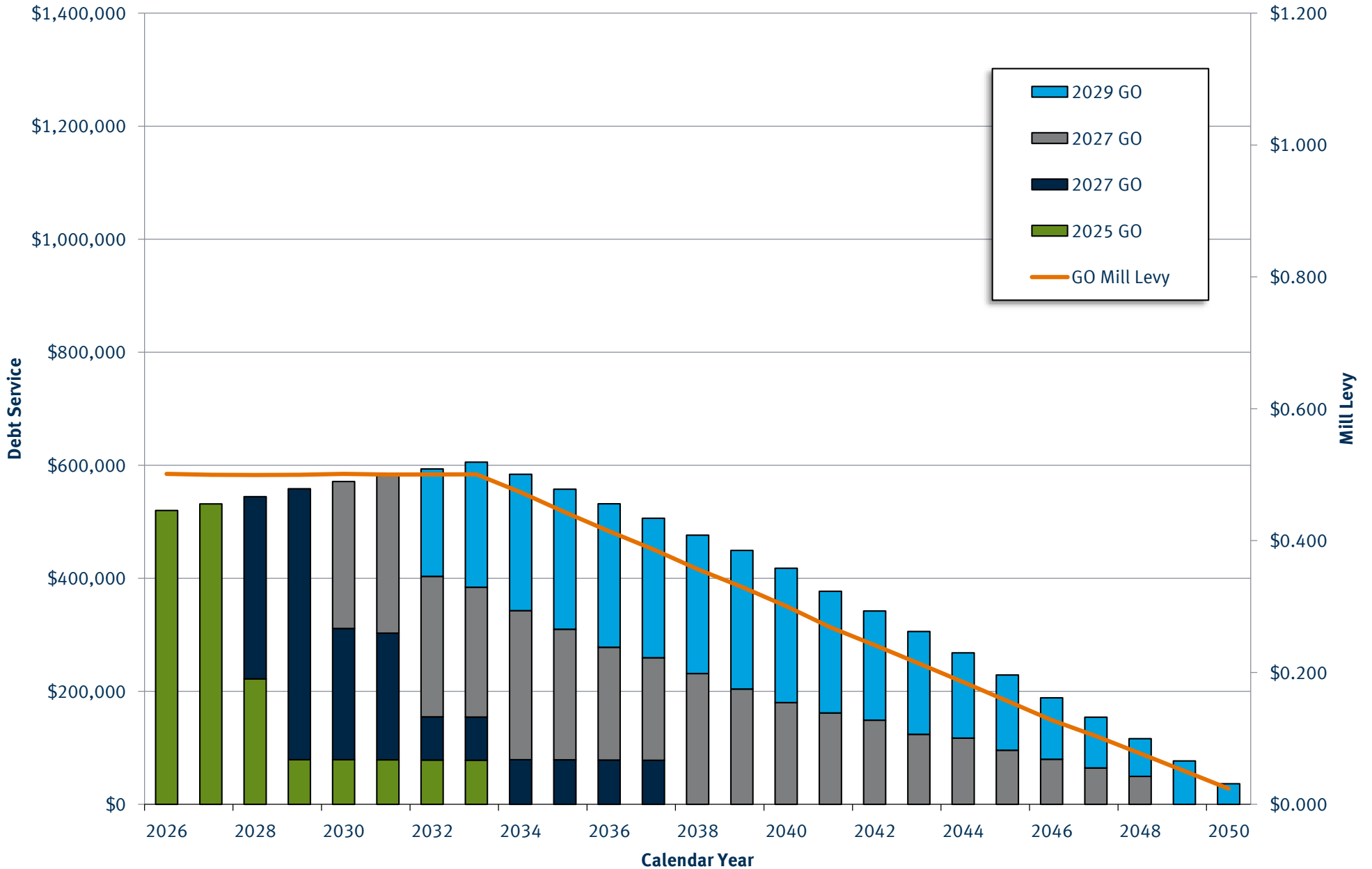


Tax Rate Impact – \$0.5 GO Mill Levy

Tax Impact and Debt Service Schedules

| Projected Assessed Value & Current Debt Service | | | | | Plan of Finance & Debt Service | | | | | |
|---|---------------|------------------------------|----------------------|----------------------|--------------------------------|-------------------------|-----------------------------|-------------------------|------------------------------|---------------------|
| | Growth Factor | Projected Assessed Valuation | Current Debt Service | Current GO Mill Levy | Series 2025 Spring Sale | Series 2027 Spring Sale | Series 2029 Spring Sale | Series 2031 Spring Sale | Projected Total Debt Service | Projected Mill Levy |
| Payment Date (August 1) | | | | 95% | \$1,500,000 | \$1,500,000 | \$2,500,000 | \$2,500,000 | | 95% |
| 2024 | 7.53% | \$990,764,592 | \$0 | \$0.000 | \$3M - Nov. Election | | | | | |
| 2025 | 5.00% | 1,040,302,822 | | | | | | | | |
| 2026 | 5.00% | 1,092,317,963 | | | \$520,000 | | | | \$520,000 | \$0.501 |
| 2027 | 2.50% | 1,119,625,912 | | | 531,600 | | | | 531,600 | 0.500 |
| 2028 | 2.50% | 1,147,616,560 | | | 222,000 | \$322,500 | \$5M - Nov. Election | | 544,500 | 0.499 |
| 2029 | 2.50% | 1,176,306,974 | | | 79,000 | 479,500 | | | 558,500 | 0.500 |
| 2030 | 2.00% | 1,199,833,113 | | | 78,900 | 232,300 | \$260,000 | | 571,200 | 0.501 |
| 2031 | 2.00% | 1,223,829,775 | | | 78,700 | 224,300 | 278,600 | | 581,600 | 0.500 |
| 2032 | 2.00% | 1,248,306,371 | | | 78,400 | 76,300 | 248,700 | \$190,000 | 593,400 | 0.500 |
| 2033 | 2.00% | 1,273,272,498 | | | 78,000 | 76,400 | 229,700 | 221,400 | 605,500 | 0.501 |
| 2034 | 2.00% | 1,298,737,948 | | | | 78,900 | 263,700 | 241,400 | 584,000 | 0.473 |
| 2035 | 2.00% | 1,324,712,707 | | | | 78,700 | 231,100 | 247,900 | 557,700 | 0.443 |
| 2036 | 2.00% | 1,351,206,961 | | | | 78,400 | 199,500 | 253,900 | 531,800 | 0.414 |
| 2037 | 2.00% | 1,378,231,100 | | | | 78,000 | 181,400 | 246,900 | 506,300 | 0.387 |
| 2038 | 2.00% | 1,405,795,722 | | | | | 231,300 | 244,900 | 476,200 | 0.357 |
| 2039 | 2.00% | 1,433,911,637 | | | | | 204,000 | 245,200 | 449,200 | 0.330 |
| 2040 | 2.00% | 1,462,589,870 | | | | | 180,000 | 237,700 | 417,700 | 0.301 |
| 2041 | 1.00% | 1,477,215,768 | | | | | 161,700 | 215,200 | 376,900 | 0.269 |
| 2042 | 1.00% | 1,491,987,926 | | | | | 148,900 | 193,300 | 342,200 | 0.241 |
| 2043 | 1.00% | 1,506,907,805 | | | | | 123,900 | 182,000 | 305,900 | 0.214 |
| 2044 | 1.00% | 1,521,976,883 | | | | | 117,200 | 150,900 | 268,100 | 0.185 |
| 2045 | 1.00% | 1,537,196,652 | | | | | 95,600 | 133,300 | 228,900 | 0.157 |
| 2046 | 1.00% | 1,552,568,619 | | | | | 79,700 | 108,700 | 188,400 | 0.128 |
| 2047 | 1.00% | 1,568,094,305 | | | | | 64,300 | 89,900 | 154,200 | 0.104 |
| 2048 | 1.00% | 1,583,775,248 | | | | | 49,400 | 66,700 | 116,100 | 0.077 |
| 2049 | 1.00% | 1,599,613,000 | | | | | | 76,800 | 76,800 | 0.051 |
| 2050 | 1.00% | 1,615,609,130 | | | | | | 36,400 | 36,400 | 0.024 |
| Totals: | | | \$0 | | \$1,666,600 | \$1,725,300 | \$3,348,700 | \$3,382,500 | \$10,123,100 | |

Tax Rate Impact – \$0.5 GO Mill Levy



STIFEL | Public Finance