



Albuquerque Metropolitan Arroyo Flood Control Authority
Regular Meeting Minutes
July 25, 2019
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1. Call to Order and Roll Call

Chair Brown called the Regular Board Meeting to order at 10:00 a.m., Thursday, July 25, 2019. Roll was noted as follows:

Directors present:	Chair Ronald D. Brown Director Cynthia D. Borrego Director Tim Eichenberg – left at 10:54 a.m. Director Deborah L. Stover Director Bruce M. Thomson
Directors excused:	None
Attorney present:	Robert White, Robles, Rael & Anaya
Others present:	Jerry M. Lovato, P.E., Executive Engineer Staff Other attendees on file at AMAFCA

A quorum was present.

2. Approval of Agenda

Chair Brown asked that the agenda **Item 12 Local Election – AMAFCA Participation in Bernalillo County Clerk’s Education Outreach Program** be moved up to after Item 7 so that Director Eichenberg to be able to participate in the discussion. Director Borrego made a motion to approve the agenda, as amended. Director Stover seconded the motion, which passed (5-0).

3. Meetings Scheduled

- a. September 26, 2019, 10:00 a.m. – Regular Meeting**
- b. October 24, 2019, 10:00 a.m. – Regular Meeting**
- c. November 21, 2019, 10:00 a.m. – Regular Meeting**

There were no changes to the above dates.

4. Items from the Floor/Public Comments

None.

5. Approval of Minutes

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a. June 27, 2019

Director Borrego made a motion to approve the minutes of June 27, 2019. Director Stover seconded the motion, which passed (5-0).

Chair Brown stated that agenda **Items 6 a through 6 c** were on the Consent Agenda. Director Eichenberg made a motion that the Board accept the items on the Consent Agenda.

The motion approved the following:

- Reappointed the five existing members (Mr. Aldo Vaio, Mr. Art Peterson, Mr. Charles Easterling, Dr. Julie Coonrod, and Ms. Janet Saiers) to the Technical Standards Committee through July 31, 2022; and
- Advertisement of Request for Proposal for AMAFCA On-Call Engineering Services; and
- Advertisement of Request for Proposal for On-Call GIS and Technology Support Services.

Director Borrego seconded the motion, which passed (5-0).

7. Executive Engineer's Report

a. Notification of Past Month's Activities

Mr. Jerry M. Lovato, AMAFCA Executive Engineer, referenced the handout which highlighted significant activities from the previous month and answered questions from the Board.

- **General & Administrative**

Health Insurance Update: The transition by the City of Albuquerque (CoA) to a Self-Insured Program was completed July 1, 2019. There were a few hiccups which CoA staff did a great job of addressing.

- **Governmental Affairs**

City of Albuquerque - Coordination Meetings: AMAFCA, CoA, and Balloon Fiesta staff continue to identify emergency access projects. The North Edith Neighborhood Association voiced concerns that residents do not have an emergency route out of the neighborhood if access to Alameda Road is blocked. AMAFCA, working with Balloon Fiesta which owns property at Edith and Alameda, is looking at the possibility of creating an additional access ramp to the North Diversion Channel (NDC) maintenance road to address concerns the North Edith Neighborhood Association's concerns and to give AMAFCA easier access to the channel.

Open Space Advisory Board: AMAFCA had been working with the Open Space Advisory Board (OSAB) to address drainage deficiencies in the Boca Negra and Amole-Hubble systems. The OSAB voted and approved granting an easement to AMAFCA to expand the Hubble Dam into open space property and allow the construction of the North Geologic

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Window Dam on open space property. Also, the OSAB passed a request that AMAFCA consider providing some form of compensation for the open space property. Portions of the properties would no longer function as open space, as an example a paved road. The AMAFCA Board concurred and stated that Open Space uses AMAFCA properties therefore both Open Space and AMAFCA should be able to work together to negotiate agreements for work on facilities in order to address drainage deficiencies.

UNM North Golf Course: Mr. Lovato and Director Thomson attended a meeting with UNM and Bernalillo County to discuss AMAFCA's involvement with the construction of a drainage facility on the North Golf Course. UNM agreed to allow AMAFCA permanent access to the project and UNM would maintain the facility. AMAFCA would only be responsible for catastrophic failures. The draft easement agreement is currently in legal review.

- **Planning, Engineering, & R&D**

Turnkey Agreements - Horizon: During the last year AMAFCA started to put milestones into the turnkey agreements. This would ensure that AMAFCA facilities are functional when needed. In the case of the Horizon Turnkey agreement, the initial milestone of July 31, 2019, was set to make sure that AMAFCA had enough time to address the access along the NDC maintenance road, should the project run behind schedule. The NDC maintenance road needs to be functional the first week of September in order to meet other deadlines for the Balloon Fiesta schedule. The first milestone is fast approaching and the work on AMAFCA right of way is not complete. It is anticipated that the developer will have the project done in time. However, if the project is not done AMAFCA would need to act before the next scheduled Board Meeting in September.

- **Facilities Operations & Maintenance**

Raven Pond Neighborhood Complaints: AMAFCA continues to receive complaints from an individual concerning smells and mosquitoes at Raven Pond. AMAFCA has been diligently working to address foul smells and mosquitoes since last year. It was noted that an odor instrument had been utilized and it did not detect foul smell(s) and that mosquito monitoring indicated counts at Raven Pond are some of the lowest in the Albuquerque Urban Area.

- **Public Outreach**

Bear Arroyo Clean Up: AMAFCA participated in a cleanup effort with CoA and the Rocky Mountain Youth Corps. 70 volunteers along with Director Eichenberg and AMAFCA staff attended. Trial work was done and a lot of trash and debris was collected.

There was a brief discussion regarding a current contractor on an AMAFCA project that has financial issues; their construction crew walked off the job; the Bonding Company had not taken delivery at this time; the contractor cannot get concrete or rock; if AMAFCA was to front money to the contractor AMAFCA would be assuming the responsibility; the

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contractor has suppliers on this and other contracts that need to be paid; and in the past, AMAFCA stepped forward and paid for a facilitator to work with the prime contractor and his subs and suppliers, AMAFCA could do again. It was noted that other discussions, if needed, should be scheduled in a closed session at a future meeting.

b. Notification of On-Call Services Task Orders

Mr. Jerry M. Lovato, AMAFCA Executive Engineer, referred to the memo for task orders issued over the last few months. There were no questions.

Item 12 was moved to after agenda Items 7 earlier in the meeting.

12. Local Election – AMAFCA Participation in Bernalillo County Clerk’s Education Outreach Program

Mr. Jerry M. Lovato, AMAFCA Executive Engineer, summarized information provided in the memo and answered questions from the Board. A number of questions were asked such as: How much would be used for Election and Outreach; if AMAFCA contributes \$10K and maybe up to \$25K, how much would go towards the Election and how much towards Outreach; could there be a limit on what is contributed and only use what is needed; would AMAFCA be prominently listed in advertising; what other entities are contributing; would AMAFCA get an itemized detail on what was spent; would AMAFCA be doing any advertising for the Election; and what was the Election Timeline Declaration of Candidacy?

Director Borrego made a motion to allow the Executive Engineer to negotiate and execute a funding agreement, for up to \$25,000.00 (at the discretion of the AMAFCA Executive Engineer) with the Bernalillo County Clerk’s Office to enhance outreach efforts for Voter Education about the Local Election. Director Thomson seconded the motion, which passed (5-0).

The timeline would be research and information would be provided under Unfinished Business later in the meeting.

8. Financial Matters

a. FY 19 Budget to Actual

Mr. Herman Chavez, AMAFCA Finance and Administration Manager, summarized information provided in the memo and answered questions from the Board.

b. AMAFCA Cash & Investments

Mr. Herman Chavez, AMAFCA Finance and Administration Manager, summarized information provided in the memo. There were no questions.

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c. Approval of June 2019 Expenditures

Mr. Herman Chavez, AMAFCA Finance and Administration Manager, summarized information provided in the memo and answer questions from the Board.

Director Thomson made a motion to approve the June 2019 Expenditure Report. Director Borrego seconded the motion, which passed (5-0).

d. Financial Position Recap June 16, 2019 through July 15, 2019 & Forecast July 16, 2019 through August 15, 2019

Mr. Herman Chavez, AMAFCA Finance and Administration Manager, summarized information provided in the memo and answered questions from the Board

Director Thomson made a motion to approve the Financial Forecast Report. Director Borrego seconded the motion, which passed (5-0).

e. Fiduciary Funds – Proof of Cash and Savings

Mr. Herman Chavez, AMAFCA Finance and Administration Manager, summarized information provided in the memo. There were no questions.

9. Fourth Quarter Report

a. AMAFCA Fourth Quarter Financial Report Ending June 30

Mr. Herman Chavez, AMAFCA Finance and Administration Manager, summarized information provided in the memo. There were no questions.

b. Approval of Resolution 2019-13, AMAFCA Fourth Quarter Financial Report Ending June 30

Mr. Herman Chavez, AMAFCA Finance and Administration Manager, summarized information provided in the memo. There were no questions.

Director Borrego made a motion that the Board adopt Resolution 2019-13, AMAFCA Fourth Quarter Financial Report Ending June 30. Director Stover seconded the motion, which passed unanimously (5-0), on a roll-call vote.

Director Eichenberg left the meeting at this time.

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10. Disposition of Inventory

a. Items with Resale Value less than \$5000.00

Mr. Herman Chavez, AMAFCA Finance and Administration Manager, summarized information provided in the memo and answered questions from the Board.

Director Thomson made a motion to approve the deletion / removal of items from AMAFCA's Capitalized Fixed Asset Inventory as presented. Director Stover seconded the motion, which passed (4-0).

b. Approval of Resolution 2019-14, Disposal of Inventory with a Resale Value Greater than \$5,000.00

Mr. Herman Chavez, AMAFCA Finance and Administration Manager, summarized information provided in the memo and answered questions from the Board. There was a brief discussion regarding what Agencies were interested in the equipment (Southern Sandoval County Arroyo Flood Control Authority and Elephant Butte Irrigation District).

Director Borrego made a motion that the Board adopt Resolution 2019-14, Disposal of Inventory with a Resale Value Greater than \$5000.00. Director Thomson seconded the motion, which passed unanimously (4-0), on a roll-call vote.

11. AMAFCA Maintenance Superintendent – Request for Temporary Position

Mr. Jerry M. Lovato, AMAFCA Executive Engineer, summarized information provided in the memo and answered questions from the Board. The Board asked that Mr. Lovato pass on their well wishes to Mr. Gabaldon and many had worked with him for years.

Director Borrego made a motion that the Board approve the creation of a temporary position, not to exceed 45 days, for cross training with the Maintenance Superintendent. Director Stover seconded the motion, which passed (4-0).

Item 12 had been moved up earlier in the meeting.

13. Approval of Resolution 2019-15, Grant of Funds to Support the Rio Grande Wildlife and Water Source Protection Water Fund

Mr. Jerry M. Lovato, AMAFCA Executive Engineer, summarized information provided in the memo and answered questions from the Board. It was noted that AMAFCA was one of the first agencies to contribute to the fund and more entities have started to contribute to this well-established program. It was noted that the Fund had changed their name since the last time AMAFCA had contributed.

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Director Thomson made a motion that the Board adopt Resolution 2019-15, Grant of Funds to Support the Rio Grande Wildlife and Water Source Protection Water Fund. Director Stover seconded the motion, which passed unanimously (4-0), on a roll-call vote.

14. Legal

a. Status Report

Attorney Robert White provided a verbal summary stating that he had conferred with Attorney Randy Autio and activity to report included routine review and approval of contracts. There were no questions.

15. North Diversion Channel Outfall Project – Consideration to Approve Funding Agreement with Weston Solutions

Mr. Nolan Bennett, AMAFCA Field Engineer, summarized information provided in the memo and answered questions from the Board.

Director Thomson made a motion that the Board approve the agreement with Weston Solutions to provide funding for the North Diversion Channel Outfall Physical Model. Director Stover seconded the motion, which passed (4-0).

16. Joint Projects – Bernalillo County

a. Isleta Drain SWMM Model – Presentation by Wilson & Company

Mr. Bradley L. Bingham, AMAFCA Drainage Engineer, summarized information provided in the memo and answered questions from the Board. Mr. Bingham introduced Mr. Gene Valdez and Mr. Glen Selover from Wilson and Company. The presentation covered topics such as Project Team and Scope; Map of Area; EPA SWMM Summary; Existing Model; Hydraulic Calculations; Deliverables; and the PC SWMM and Benefits of Using the PC SWMM.

b. Alameda Drain SWMM Model Agreement – Consideration of Approval of Funding Agreement

Mr. Bradley L. Bingham, AMAFCA Drainage Engineer, summarized information provided in the memo and answered questions from the Board.

Director Stover made a motion that the Board approve the Alameda Drain Stormwater Management Model Project Joint Funding Agreement. Director Thomson seconded the motion, which passed (4-0).

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17. Joint Projects – City of Albuquerque

a. Dallas Storm Drain Regional Drainage Facility Central Site Funding Agreement – Approval of Funding Agreement

Mr. Jerry M. Lovato, AMAFCA Executive Engineer, summarized information provided in the memo and answered questions from the Board.

Director Thomson made a motion that the Board approve the Dallas Storm Drainage Facility Central Site Funding Agreement. Director Stover seconded the motion, which passed (3-0). Director Borrego abstained.

18. AMAFCA Field Highlights

a. Field Report

Mr. Nolan Bennett, AMAFCA Field Engineer, introduced Mr. Sal Hernandez, AMAFCA Operator, to be promoted to AMAFCA Maintenance Superintendent. Mr. Hernandez thanked the Board and AMAFCA and advised he would be around for nine years, until he retired. The Board welcomed Mr. Hernandez.

Mr. Bennett gave a report of various projects and events over the last month and answered questions from the Board.

b. Construction Report

Mr. Nolan Bennett, AMAFCA Field Engineer, walked the Board through additional information that was compiled in the charts. The Board concurred that the charts are very helpful. There were no questions.

19. Real Estate

a. Herring Property – Authorization to Advertise for Lease

Mr. Jeffrey S. Willis, AMAFCA Real Estate Manager, summarized information provided in the memo. There were no questions.

Director Thomson made a motion to authorize the Chief Procurement Officer to advertise the Herring Agriculture Lease. Director Borrego seconded the motion, which passed (4-0).

b. Rutherford Property – Authorization to Advertise for Lease

Mr. Jeffrey S. Willis, AMAFCA Real Estate Manager, summarized information provided in the memo. There were no questions.

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Director Thomson made a motion to authorize the Chief Procurement Officer to advertise the Rutherford Agriculture Lease. Director Borrego seconded the motion, which passed (4-0).

c. Pond 187 (Raven Pond) Property – Authorization to Advertise for Lease

Mr. Jeffrey S. Willis, AMAFCA Real Estate Manager, summarized information provided in the memo. There were no questions.

Director Thomson made a motion to authorize the Chief Procurement Officer to advertise the Pond 187 (Raven Pond) Agriculture Lease. Director Borrego seconded the motion, which passed (4-0).

d. Ascension Subdivision – Acceptance of Turnkey

Ms. Nicole M. Friedt, AMAFCA Drainage Review Engineer, summarized information provided in the memo and answered questions from the Board.

Director Borrego made a motion that the Board approve the Turnkey Agreement, substantially the same as attached, and authorize the Chair to execute the Agreement with Gamma Development, LLC. Director Stover seconded the motion, which passed (4-0).

e. Lot 6, Block 14, Tract 1, Unit 3 – Quitclaim of Existing Easement

Ms. Nicole M. Friedt, AMAFCA Drainage Review Engineer, summarized information provided in the memo. There were no questions.

Director Thomson made a motion that the Board authorize the Chair to accept the Quitclaim of Easement for Lot 6 of Block 14, Tract 1, Unit 3 of North Albuquerque Acres. Director Stover seconded the motion, which passed (4-0).

f. Lot 6, Block 14, Tract 1, Unit 3 – Grant of Easement

Ms. Nicole M. Friedt, AMAFCA Drainage Review Engineer, summarized information provided in the memo. There were no questions.

Director Thomson made a motion that the Board accept the Grant of Easement for Lot 6 of Block 14, Tract 1, Unit 3 of North Albuquerque Acres. Director Stover seconded the motion, which passed (4-0).

g. Approval of Resolution 2019-16, Authorize the Acquisition of Real Property for the San Mateo – Moon Mini Drainage Management Plan

Mr. Jeffrey S. Willis, AMAFCA Real Estate Manager, summarized information provided in the memo and answered questions from the Board.

Director Thomson made a motion that the Board adopt Resolution 2019-16, Authorize the Acquisition of Real Property for the San Mateo – Moon Mini Drainage Management Plan. Director

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Stover seconded the motion, which passed unanimously (4-0), on a roll-call vote.

h. Approval of Resolution 2019-17, Authorize the Acquisition of Real Property for the Black Mesa Phase III and IV Project

Mr. Jeffrey S. Willis, AMAFCA Real Estate Manager, summarized information provided in the memo. There were no questions.

Director Thomson made a motion that the Board adopt Resolution 2019-17, Authorize the Acquisition of Real Property for the Black Mesa Phase III and IV Project. Director Borrego seconded the motion, which passed unanimously (4-0), on a roll-call vote.

20. AMAFCA 2020 Project Schedule – Project Summaries

Mr. Bradley L. Bingham, AMAFCA Drainage Engineer, summarized information provided in the memo, stressing the Project Schedule presentation / review changed this year, and answered questions from the Board. The Project Schedule would be on the September meeting agenda, a final list of projects will be presented at the October meeting, and adoption of the final Project Schedule is anticipated to occur in December. The 2020 Project Schedule does not bind the Board / AMAFCA to any specific project and projects are approved individually.

21. Unfinished Business

Mr. Jerry M. Lovato, AMAFCA Executive Engineer, handed out an Election Timeline and document titled AMAFCA Election Procedure After the Local Election Act of 2019 that was drafted by AMAFCA's legal counsel at the beginning of the year. He covered the various aspects on the timeline, stressed that Declaration of Candidacy for the Directors up for reelection this year would need to be filed with the BernCo Clerk no later than Tuesday, August 27, 2019, and there are many unknowns at this time. Information will be provided to the Directors as soon as it is received.

22. New Business

None.

23. Adjourn

There being no further business to come before the Board, Chair Brown adjourned the meeting at 12:54 p.m.

Deborah L. Stover, Secretary-Treasurer, 9/26/19

If Draft is noted as a watermark, the minutes are in draft form, are not the official minutes of record, and are subject to approval by the AMAFCA Board of Directors.