



**Albuquerque Metropolitan
Arroyo Flood Control Authority
Regular Meeting Minutes
November 16, 2017
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1. Call to Order and Roll Call

Chair Thomson called the Regular Board Meeting to order at 10:04 a.m. Thursday, November 16, 2017. Roll was noted as follows:

Directors present:	Chair Bruce M. Thomson Director Cynthia D. Borrego Director Tim Eichenberg Director Deborah L. Stover Director Ronald D. Brown – arrived at 10:52 a.m.
Directors excused:	None
Attorney present:	Attorney Randy Autio, Robles, Rael & Anaya
Others present:	Jerry M. Lovato, P.E., Executive Engineer Staff

A quorum was present.

2. Approval of Agenda

Mr. Lovato asked that **Item 13. Louisiana-Gibson Regional Drainage Facility at Kirtland AFB and Outfall Pipe Project – Review Draft Funding Agreement with Kirtland Air Force Base** be removed from the agenda. This agreement was not ready in time for the Board meeting. He further stated that **Item 19 Agreement for the Design and Construction of the Montano Levee – Consideration for Approval of the Agreement with City of Albuquerque, Bernalillo County, and the Middle Rio Grande Conservancy District** had not been mailed out, but was included in the Board folder. There was a brief discussion regarding the item.

Director Eichenberg made a motion to approve the agenda, removing Item 13a and all of Item 19. Director Stover seconded the motion, which passed unanimously (4-0).

3. Meetings Scheduled

- a. **December 14, 2017, 10:00 a.m. – Regular Meeting and Board Holiday Luncheon**
- b. **January 25, 2018, 10:00 a.m. – Regular Meeting**
- c. **February 22, 2018, 10:00 a.m. – Regular Meeting**

There were no changes made to the dates listed above.

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4. Items from the Floor/Public Comments

No one signed up for Public Comment.

5. Approval of Minutes

a. October 26, 2017

Director Eichenberg made a motion to approve the minutes of October 26, 2017. Director Borrego seconded the motion, which passed (4-0).

b. November 6, 2017

Director Borrego made a motion to approve the minutes of November 6, 2017. Chair Thomson seconded the motion, which passed (4-0).

6. Financial Matters

a. FY 18 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.

c. Approval of October 2017 Expenditures

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

Director Borrego made a motion to approve the October 2017 Expenditure Report. Director Stover seconded the motion, which passed (4-0).

d. Financial Position Recap October 16, 2017 through November 10, 2017 & Forecast November 11, 2017 through December 10, 2017

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

Director Stover made a motion to approve the Financial Forecast Report. Director Borrego seconded the motion, which passed (4-0).

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e. Fiscal Agent Funds – Proof of Cash and Savings

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

f. AMAFCA FY-2017 Audit and CAFR Update

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

g. Other Financial Matters

1. Arbitrage Fund Payments
2. Tax Distribution

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

7. Legal

Attorney Randy Autio summarized information provided in the memo and answered questions from the Board.

8. Executive Engineer's Report

a. Notification of Past Month's Activities

Mr. Jerry Lovato, AMAFCA Executive Engineer, highlighted significant activities from the past month and answered questions from the Board.

- **University of New Mexico (UNM) North Golf Course:** AMAFCA had been asked to draft a new agreement between UNM and AMAFCA to allow access to construct drainage facilities to control flows leaving the UNM North Golf Course area. Bernalillo County (BernCo) will not be a party to the UNM and AMAFCA agreement. BernCo will work with AMAFCA to provide testing services only.
- **AMAFCA**
Louisiana Gibson Regional Flood Detention Facility at KAFB Public Meeting: AMAFCA staff participated in the annual Siesta Hills Neighborhood Association meeting to introduce the project and explain the possible road re-alignments of Gibson Boulevard east of Louisiana. The project was well received. KAFB provided direction to AMAFCA concerning the preferred alignment of Gibson east of Louisiana Boulevard.

2017 MS4 Permit – Annual Report: The Annual report is currently in public review and will be submitted by December 1, 2017.

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AMAFCA Stormwater Management Plan: The revised document is currently in public review and will be sent to EPA by December 1, 2017.

Yard Modifications: The AMAFCA crew is working diligently to install fencing around the parking lot. AMAFCA will be using an On-Call Constructability contractor to install asphalt ramps and drives to the lower equipment yard in the next thirty days.

- **Public Outreach**

West I-40 Phase IV – Project Celebration: A Project Celebration event, to commemorate completion of the final piece on the West I-40 Diversion system, was held on Tuesday, November 7, 2017. Chair Thomson and Director Borrego were in attendance. The event was covered on television and in the Albuquerque Journal.

Twinkle Light Parade: AMAFCA will be participating in this year's parade on December 2, 2017. Nob Hill will be the parade route with staging along Silver Avenue between Washington and San Mateo.

- b. **Notification of On-Call Services Task Orders**

Mr. Jerry Lovato, AMAFCA Executive Engineer, referred to the memo for task orders that had been issued the prior month. There were no questions.

Chair Thomson stated that agenda **Items 9 through 12** were on the Consent Agenda. Director Eichenberg made a motion that the Board accept the items on the Consent Agenda. The motion taken approved the following:

- Approve out of state travel for AMAFCA staff to attend the 2018 ESRI International User Conference in San Diego, CA, not to exceed \$2,950.00; and
- Approve the contracts with SWCA, Bohannon Huston, Inc., Weston Solutions, and CDM Smith for On-Call Storm Water Quality / Environmental Services and authorize the Chair to execute the contracts substantially as attached; and
- Approve the second agricultural lease extensions and authorize the Executive Engineer to execute the lease option extension agreements for the Herring, Rutherford, and Raven Pond properties; and
- Approve the contract with Eagle's Eye Photo for On-Call Oblique Photography Services and authorize the Chair to execute the contract.

Director Borrego seconded the motion, which passed (4-0).

13. **AMAFCA Projects**

- a. **Louisiana-Gibson Regional Drainage Facility at Kirtland AFB and Outfall Pipe Project – Review Draft Funding Agreement with Kirtland Air Force Base**

This item was removed earlier in the meeting.

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b. AMAFCA 2018 Project Schedule – Approve Publishing 2018 Project Schedule

Mr. Bradley L. Bingham, AMAFCA Drainage Engineer, summarized information provided in the memo. There were no questions.

Director Borrego made a motion to approve the publication of the AMAFCA 2018 Project Schedule. Director Stover seconded the motion, which passed (5-0).

14. Storm Water Quality Education Coordinator

a. Storm Water Quality Education Coordinator – 2017 Program Review

Mr. Patrick Chavez, AMAFCA Storm Water Quality Engineer, introduced Ms. Patti Watson, President of CWA Strategic Communications (CWA). Ms. Watson, along with Ms. Phyllis Baker with CWA, presented information on activities done through AMAFCA and the Storm Team. Those activities included areas of interest such as the keeptheriogrand.org website and Facebook page; activities based on seven MS4 permit categories; Educational Partners; Community Events; Educational Kiosk at the Rio Rancho Loma Colorado Library; the Storm Water Team Survey and incentives, etc.

b. Storm Water Quality Education Coordinator – Approve First Extension

This item was not discussed.

Director Eichenberg made a motion to approve the first extension of the Professional Services Agreement with CWA Strategic Communications for the Storm Water Quality Education Coordinator. Director Brown seconded the motion, which passed (5-0).

15. Colorado-New Mexico Regional Extreme Precipitation Study – Project Update

Mr. Kevin Troutman, AMAFCA GIS Manager, along with Mr. Bradley L. Bingham, AMAFCA Drainage Engineer, summarized information provided in the memo and answered questions from the Board. Part of the presentation covered the Storms included in the Study; Storm Analysis; Preliminary PMPs for the 72-Hour 1000-mi² General Storm; 24-Hour 100-mi² Tropical Storm, and 1-Hour 1-mi² Local Storm; frustrations of the Current PMP Process; and the Study Future.

16. Legislative Liaison

a. Legislative Liaison – Approve Third Extension of Professional Services Agreement with Alarid Consulting

This item was not discussed.

Director Eichenberg motion to approve the third extension of professional services agreement with Alarid Consulting. Director Borrego seconded the motion, which passed (5-0).

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b. Briefing before 2018 New Mexico Legislative Session

Ms. Vanessa Alarid with Alarid Consulting summarized information provided in the handout and answered questions from the Board.

17. AMAFCA Field Highlights

a. Field Report

Mr. Nolan Bennett, AMAFCA Field Engineer, gave a report of various projects and events over the last month and answered questions from the Board.

b. Construction Report

There was no discussion or questions on this item.

18. Real Estate

a. Quitclaim Deed / Release of AMAFCA Drainage Easement – Lot 3 of Block 15, Tract 3, Unit 1 of North Albuquerque Acres

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

Director Eichenberg made a motion that the Board authorize the Chair to execute the Quitclaim Deed / Release of Easement for Lot 3 of Block 15, Tract 3, Unit 1 of North Albuquerque Acres. Director Borrego seconded the motion, which passed (5-0).

19. Montano Levee Project

a. Project Update

This item was removed earlier in the meeting.

b. AMAFCA Operational Changes to Address Montano Levee Project – Discussion

This item was removed earlier in the meeting.

c. Agreement for the Design and Construction of the Montano Levee – Consideration for Approval of the Agreement with City of Albuquerque, Bernalillo County, and the Middle Rio Grande Conservancy District

This item was removed earlier in the meeting.

20. Unfinished Business

None.

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21. New Business

Chair Thomson and the Board congratulated Director Borrego on her successful win for City Council in the recent Run-Off Municipal Election. She will be taking the District 5 seat vacated by Councilor Dan Lewis.

22. Adjourn

There being no further business to come before the Board, Chair Thomson adjourned the meeting at 11:53 a.m.

Ronald D. Brown, Secretary-Treasurer, 12/14/17

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.