



**Albuquerque Metropolitan Arroyo Flood Control Authority**  
**Regular Meeting Minutes**  
**June 27, 2024**  
**Page 1**

**1. Call to Order and Roll Call**

Chair Brown called the Board Meeting to order at 9:00 a.m., Thursday, June 27, 2024, at the Balloon Fiesta Event Center in Albuquerque, NM.

Directors present via Zoom and / or in person      Chair Ronald D. Brown – at the Balloon Fiesta Event Center  
Director Tim Eichenberg – at the Balloon Fiesta Event Center  
Director Elizabeth Newlin Taylor – at the Balloon Fiesta Event Center

Directors excused:                      Director Orlando G. Martinez, Jr.  
Director Bruce M. Thomson

Attorney present via Zoom and / or in person:      William Zarr, Robles, Rael & Anaya – at the Balloon Fiesta Event Center

Others present via Zoom and / or in person:      Kevin Troutman, Executive Director  
Staff  
Other attendees on file at AMAFCA

A quorum was present.

**2. Approval of Agenda**

Director Taylor made a motion to approve the June 27, 2024 Agenda. Director Eichenberg seconded the motion. The motion passed unanimously (3-0).

**3. Meetings Scheduled**

- a. July 25, 2024, 9:00 a.m. – Regular Meeting – Balloon Fiesta Event Center**
- b. August 22, 2024, 9:00 a.m. – Regular Meeting – Balloon Fiesta Event Center**
- c. September 26, 2024, 9:00 a.m. – Regular Meeting – Location to be determined**

Board of Directors meetings for the months of July and August will be held at the Balloon Fiesta Event Center at 9401 Balloon Museum Drive in Albuquerque. The location of the September meeting will be announced closer to the date. AMAFCA had considered meeting at the SSCAFCA office in Rio Rancho; however, after a review of AMAFCA's enabling legislation, the AMAFCA Board is required to meet within AMAFCA's district boundaries. Director Taylor advised she would be present via Zoom for the September meeting.

## AMAFCA Regular Meeting Minutes

June 27, 2024

Page 2

### 4. Items from the Floor / Public Comments

No items from the floor or public comments were received. Mr. Kevin Troutman, AMAFCA Executive Director introduced Ms. Crystal Griego, AMAFCA Director of Administration, and Mr. Samuel Montoya, AMAFCA Maintenance Worker. Both individuals expressed appreciation for the opportunity to come on board with AMAFCA. The Board welcomed Ms. Griego and Mr. Montoya.

### 5. Approval of Minutes

#### a. May 23, 2024

Director Taylor made a motion to approve the Minutes of May 23, 2024. Director Eichenberg seconded the motion, which passed (3-0).

### 6. Consent Agenda

Chair Brown recapped Agenda Items **6.a.** and **6.b.** on the Consent Agenda. The items were shared on the TV for all participants to view. Director Eichenberg made a motion that the Board accept the items on the Consent Agenda. The motion approved the following:

- Lot 13, Block 8, Tract 3, Unit 2, North Albuquerque Acres Subdivision – Acceptance of Drainage Easement; and
- AMAFCA Fleet – Equipment Purchase(s).

Director Taylor seconded the motion. The motion passed unanimously (3-0).

### 7. Executive Director's Report

#### a. Notification of Past Month's Activities

Mr. Kevin Troutman, AMAFCA Executive Director, referenced the mailout which highlighted significant activities from the previous and current month and answered questions from the Board.

*AMAFCA Office Modifications:* The internal framing of the new conference room and the work room have been finished. Drywall installation has started in those locations. The new north side of the board room has been framed and drywall installation has started as well. The new duct work installation for the board room is underway as well as electrical rough in the framed areas. The subgrade plumbing for the new public restrooms has been installed. The stem walls for the south and west expansions as well as the slabs for both have been poured. Installation of the backflow prevention device on the building fire line along with the fire department connection has started, neither of which were present before, and are required for code compliance. On June 6, the air handling units in the occupied portion of the building started to fail with all air conditioning units failing and resulted in no air conditioning. Internal temperatures on June 7 were around 95 degrees. Staff was able to continue working, either remotely or using the functioning units on the lower level, with minimal staff on the upper level. The units were repaired the afternoon of June 11. During this time, staff continued to work and provide services to the public.

## AMAFCA Regular Meeting Minutes

June 27, 2024

Page 3

*Monsoon Outlook:* The Climate Prediction Center (CPC) forecasts are showing a below normal monsoon season this year. The CPC data is also showing a shift from El Niño conditions to neutral conditions. While the correlation between equatorial sea surface temperatures and monsoon strength is less well defined than winter precipitation, the transition from El Niño conditions can result in a stronger monsoon, with a delayed start. The local forecast office is anticipating near to slightly below normal precipitation in July, above normal in August, and near normal in September. The cooler conditions forecast for the eastern Pacific tends to suppress, but not eliminate, tropical development. These tropical systems can provide enhanced moisture during monsoon season if the subtropical high-pressure system is located to the east of New Mexico. The Atlantic basin is already abnormally warm with an active Atlantic hurricane season is forecast. Tropical moisture influx from the Atlantic basin depends on the location of the subtropical high and the landfall of the system. Even a below average monsoon season is not without risks, however. Last year was well below average yet there was considerable damage done to the infrastructure upstream of the AMAFCA system by a single storm event. Currently, Albuquerque is approximately 0.75” below average for both the calendar year and water year. The CPC forecast is showing La Niña conditions developing in the equatorial Pacific. There is a higher likelihood of a drier than normal winter this year.

*Bernalillo County (BernCo) Projects:* Staff met with consultants performing work for BernCo. BernCo has started many projects associated with its park system that include upgrades to the park adjacent to North Domingo Baca Dam. They are looking to make improvements to the little league fields which are in AMAFCA property as well as improvements to Rio Bravo Park which could include drainage infrastructure. These various projects throughout Bernalillo County may provide opportunities to complete drainage upgrades identified in both the Project Schedule and the master projects database. Staff will keep the Board apprised if any of these opportunities arise.

*Paseo del Norte / Unser Widening Project:* The City of Albuquerque (CoA) is finalizing the plans for the Paseo del Norte / Unser Widening project. Included is the Unser Pond, which will address the drainage from the roadway as well as the existing drainage deficiency in the Chamisa Storm Drain. AMAFCA is participating in a cost share of the pond with CoA. The drainage report for the project follows the Option 3 alignment for the Upper Piedras Marcadas Drainage Management Plan. Moving forward, staff will follow this option when reviewing development plans due to other roadway infrastructure that will be in place.

*Zuni-Penn Pond:* The modeling analysis for the Zuni-Penn Pond is nearing completion. The model analyzed several variations with a goal of maximizing effectiveness, while minimizing cost. The modeling results show that there is minimal benefit from the deeper pond. Staff hopes to have the results finalized soon so that 100% design plans can be produced. The removal of the pump station and shallowing of the pond will reduce costs, ease the complexity of construction, and reduce total excavated material. The revised project should be within the budget allocated by CoA. CoA has paid their portion of the project invoiced to date.

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

Mr. Kevin Troutman, AMAFCA Executive Director, referred to the memo for task orders issued over the last few months. There were no questions.

## AMAFCA Regular Meeting Minutes

June 27, 2024

Page 4

### 8. Financial Matters

#### a. Financial Matters – Acceptance of Financial Information

Ms. Maria Zuniga, AMAFCA Director of Finance & Procurement, along with Ms. Laurel Johnson, AMAFCA Accounting Manager, summarized information provided in the memo and answered questions from the Board. The presentation included General Fund Budget to Actual; Revenues; Expenditures; and Cash & Investments.

Director Taylor made a motion that the Board accept the Financial Information. Director Eichenberg seconded the motion. The motion passed unanimously (3-0).

#### b. Other Matters

Ms. Maria Zuniga, AMAFCA Director of Finance & Procurement, summarized information provided in the memo and walked the Board through upcoming tasks within the ConceptBoard system. Ms. Zuniga stressed that AMAFCA maintained the AAA bond rating and received another stable outlook from Standard and Poor's.

### 9. FY 2024 Inventory

#### a. Acceptance of Inventories

Ms. Crystal Griego, AMAFCA Director of Administration, summarized information provided in the memo. There were no questions.

Director Eichenberg made a motion that the Board accept the Inventory lists, as presented. Director Taylor seconded the motion. The motion passed unanimously (3-0).

### 10. Legal

#### a. Status Report

Attorney William Zarr summarized information provided in the memo and answered a question from the Board.

### 11. AMAFCA Projects

#### a. Calabacillas GCS 3a1, 3b1 Project – Discussion of Funding Requirements

Mr. Kevin Troutman, AMAFCA Executive Director, summarized information provided in the memo and answered questions from the Board. Part of the presentation included AMAFCA was originally going to completely fund the project; the AMAFCA Board encouraged staff to pursue Federal Emergency Management Agency (FEMA) grant funding through FEMA's Hazard Mitigation Grant Program (HMGP); the Calabacillas project seemed to fit within FEMA's guidelines; AMAFCA submitted this project for a grant and received a FEMA Request for Information which identified the need for an Environmental Assessment (EA) of the proposed project; AMAFCA staff does not have the expertise, nor the availability, to develop an EA; staff

## AMAFCA Regular Meeting Minutes

June 27, 2024

Page 5

have requested a proposal for the services from Bohannon Huston. Inc. (BHI), to develop the EA as an amendment to their existing design contract; Tetra Tech did the 404 with the original contract; it would be a benefit to have Tetra Tech do the same since they are tied to the BHI contract; otherwise AMAFCA would need to go out to Request for Proposal; the project is already a year behind on the bidding process; AMAFCA anticipates another six to eight months of a delay as a result of the FEMA application so far; and not completing the project would be putting people at risk. The Board agreed with what had been done on the project so far and concurred it would be beneficial to have another partner to help fund the project.

### **b. Calabacillas GCS 3a1, 3b1 Project – Approval of Amendment 5 for Professional Engineering Services**

Mr. Kevin Troutman, AMAFCA Executive Director, summarized information provided in the memo and advised that staff is still working to narrow down the scope. There were no questions.

Director Eichenberg made a motion that the Board authorize the Executive Director to negotiate and approve Amendment Five to the Agreement with Bohannon Houston, Inc., for Engineering Services for the Calabacillas Arroyo Grade Control Structures 3a1, 3b1, and Associated Bank Protection Project for the purposes of performing an Environmental Assessment. Director Taylor seconded the motion. The motion passed unanimously (3-0).

### **c. Construction Report**

Ms. Adrienne Martinez, AMAFCA Project Engineer, referenced the Construction Report. There were no questions.

## **12. Joint Projects**

### **a. Agency and Area-Wide Flood Control Maintenance – Discussion of NMDOT Participation**

Mr. Kevin Troutman, AMAFCA Executive Director, summarized information provided in the memo and answered questions from the Board. Part of the presentation included the fact that the AMAFCA Board approved the Agency and Area-Wide Agreement with the New Mexico Department of Transportation (NMDOT), substantially as attached, at the August 2023 Board Meeting; NMDOT has been in various stages of review since then; and NMDOT staff recently expressed concerns with providing their funding in advance of completion of the work, as stated in the terms of the Agreement. While AMAFCA has not spoken to the head of NMDOT, the District 3 procurement officer has been involved and AMAFCA can pursue going higher up. The AMAFCA Board of Directors asked that staff express the importance of the project, especially for the Embudo project. Mr. Troutman noted that should something happened during monsoon season there would be no right of entry should there be an emergency and no agreement in place. If the Governor declared an emergency AMAFCA can come in as an asset. The Board concurred that those arguments would be a perfect segway into discussing with someone higher up at NMDOT.

**AMAFCA Regular Meeting Minutes**

**June 27, 2024**

**Page 6**

**13. AMAFCA Projects**

**a. Approval of Resolution 2024-14, FY 2026-2030 AMAFCA Infrastructure Capital Improvement Plan (ICIP)**

Mr. Esqui Padilla, AMAFCA Engineering Technician summarized information provided in the memo. Mr. Troutman answered questions from the Board. Responding to a question regarding Solar Panels in the parking lot, Mr. Troutman advised an approval would allow AMAFCA to ask the Legislature for funding for the project. He further noted that AMAFCA could do a Feasibility Study with an On-Call. The Board agreed that an On-Call should be used for the study in order to obtain what type of benefit(s) would be received and get an estimate of the costs involved.

Director Eichenberg made a motion that the Board approve and adopt Resolution 2024-14, FY 2026 – 2030 AMAFCA Infrastructure Capital Improvement Plan (ICIP) and authorize the Chair and Secretary-Treasurer to execute the same on behalf of AMAFCA. Director Taylor seconded the motion. The motion passed unanimously (3-0) on a roll call vote.

**b. AMAFCA Field Highlights**

Mr. Esqui Padilla, AMAFCA Engineering Technician, provided a report on various projects / events and answered questions from the Board.

**14. Executive Session (closed)**

**a. Purchase, Acquisition or Disposal of Real Property or Water Rights (§ 10-15-1(H)(8))**

Chair Brown advised **Item 14.a.** was a Closed Session agenda item. The meeting was at the Balloon Fiesta Event Center with three Directors in attendance. Director Taylor made a motion that the meeting be closed, pursuant to the Open Meetings Act, § 10-15-1 NMSA 1978, Subsection H, to preserve the confidentiality of the information to be discussed, and as further described in *“The Open Meetings Act, A Compliance Guide for New Mexico Public Officials and Citizens,”* eighth edition, 2015, to discuss Purchase, Acquisition or Disposal of Real Property or Water Rights (§ 10-15-1(H)(8)). Director Eichenberg seconded the motion, which passed unanimously (3-0) on a roll call vote. Messrs. Troutman and West, and Ms. Griego remained. Legal Counsel was present for a portion of the closed session.

Chair Brown closed the meeting at 10:21 a.m. Chair Brown asked for a motion to re-open the meeting at 11:04 a.m. Director Taylor made a motion that the meeting be re-opened. Director Eichenberg seconded the motion, which passed unanimously (3-0) on a roll call vote. Chair Brown stated that no action was taken during the Closed Session and only information was discussed that pertained to the purchase, acquisition, or disposal of Real Property.

**AMAFCA Regular Meeting Minutes**

**June 27, 2024**

**Page 7**

**15. Real Estate**

**a. Authorization to Proceed with the process for the Disposal of the Property Associated with the Sacate Blanco Channel**

Mr. Willie West, AMAFCA Real Estate Manager, summarized information provided in the memo and noted that an approval would allow the Executive Director to enter into discussion to start the potential process of disposing of the property.

Director Taylor made a motion that the Board authorize the Executive Director to proceed with the process for Disposal of the Property Associated with the Sacate Blanco Channel. Director Eichenberg seconded the motion. The motion passed unanimously (3-0). Director Taylor noted that the process does not put an obligation on the AMAFCA Board to sell the property. It is to start the process, more steps would be needed, and the item would be brought back to the Board.

**16. Unfinished Business**

None.

**17. New Business**

None.

**18. Adjourn**

There being no further business to come before the Board, Chair Brown adjourned the meeting at 11:06 a.m.

---

Orlando G. Martinez, Jr., Secretary – Treasurer, 7/25/2024

*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.*