



Albuquerque Metropolitan Arroyo Flood Control Authority
Regular Meeting Minutes
July 25, 2024
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1. Call to Order and Roll Call

Chair Brown called the Board Meeting to order at 9:02 a.m., Thursday, July 25, 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 Elizabeth Newlin Taylor – at the Balloon Fiesta Event Center
Director Bruce M. Thomson – at the Balloon Fiesta Event Center
Director Tim Eichenberg – via Zoom - left Zoom at 9:45 a.m.
Director Orlando G. Martinez, Jr.- at the Balloon Fiesta Event Center - arrived at 9:04 a.m.

Directors excused: None

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 July 25, 2024 Agenda. Director Thomson seconded the motion. The motion passed unanimously (4-0) on a roll call vote.

3. Meetings Scheduled

- a. **August 22, 2024, 9:00 a.m. – Regular Meeting – Balloon Fiesta Event Center**
- b. **September 26, 2024, 9:00 a.m. – Regular Meeting – New Mexico Veterans’ Memorial**
- c. **October 24, 2024, 9:00 a.m. – Regular Meeting – New Mexico Veterans’ Memorial**

The Board of Directors meeting for August will still be held at the Balloon Fiesta Event Center at 9401 Balloon Museum Drive in Albuquerque. The meeting location for the September and October meetings will be at the New Mexico Veterans’ Memorial at 1100 Louisiana Blvd SE in Albuquerque.

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4. Items from the Floor / Public Comments

No items from the floor or public comments were received. Mr. Kevin Troutman, AMAFCA Executive Director, introduced Mr. Joseph Sanchez, AMAFCA Maintenance Worker. The Board welcomed Mr. Sanchez.

Director Martinez arrived at 9:04 a.m.

5. Approval of Minutes

a. June 27, 2024

Director Taylor made a motion to approve the Minutes of June 27, 2024. Director Thomson seconded the motion, which passed (3-0) on a roll call vote. Directors Thomson and Martinez abstained from the vote noting they were not present at the June meeting.

6. Consent Agenda

Mr. Kevin Troutman, AMAFCA Executive Director, advised that Director Taylor had requested some minor typographical changes to Item 6.b. North and South Diversion Channel Topographic Survey Project – Professional Services Agreement with Cobb, Fendley & Associates, Inc. He further stated the document with the changes, as well as the final document, had been sent out to the Board and were available in the Board folders. Director Thomson advised he had a question and asked that Item 6.b. be removed from the Consent Agenda. The Board agreed with the request.

Chair Brown recapped Agenda Item 6.a. on the Consent Agenda which was shared on the TV for all participants to view. Director Thomson made a motion that the Board accept the item on the Consent Agenda. The motion approved the following:

- Storm Water Quality Education Coordinator – Advertise Request for Proposals.

Director Taylor seconded the motion. The motion passed unanimously (5-0) on a roll call vote.

6.b. North and South Diversion Channel Topographic Survey Project – Professional Services Agreement with Cobb, Fendley & Associates, Inc.

Responding to questions regarding if the U.S. Army Corps of Engineers (CoE), who built the North Diversion Channel (NDC) and South Diversion Channel (SDC), were participating in the project and if AMAFCA had reach out to them to participate, Mr. Jared Romero, AMAFCA Drainage Review Engineer, advised that the CoE would approve modifications to the channels. The survey is to look at computer programs for both facilities. AMAFCA felt it was prudent to take on the project. The CoE had not been contacted for inclusion in the survey project. Mr. Troutman advised that if the CoE were to participate in the survey, the survey would have needed to have been submitted into the CoE Federal workplan, which would further delay the survey since the plans for Federal Fiscal Year 2025 has already been approved by the Federal government. The next Federal workplan would be for Federal Fiscal Year 2026. The Board noted it would be good to have other entities participating in the projects when it is appropriate.

Director Thomson made a motion that the Board approve the Professional Services Agreement with Cobb, Fendley & Associates, Inc., for the North and South Diversion Channel Topographic

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Survey Project in the amount of \$213,385.48, not including New Mexico Gross Receipts Tax. Director Taylor seconded the motion. The motion passed unanimously (5-0) on a roll call vote.

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 Fixtures and Furnishings: Ms. Paula Dodge-Kwan, AMAFCA Director of Operations, recently completed Certified Procurement Officer (CPO) training. AMAFCA currently has five employees who have CPO training. Discussions were had with the training instructors, and it was noted that due to the contract not involving engineers, architects, or surveyors, having the ad run as a Request for Proposal (RFP) versus a Request for Bid, would allow the cost to be used as an evaluation criterion for the RFP. This will ensure that AMAFCA will receive low-cost on items while allowing for more flexibility to fit the spaces and proper quality of the products received to last for many years to come.

AMAFCA Office Modifications: The backflow prevention device was installed, pouring of the foundation and exterior framing has started, bullet resistant panels were cut, (resulted in burning plastic smell throughout the building) and installed for the front, the retaining wall around the building is starting, the fire department connection has been extended out for a future location, and some of the interior work should be done soon.

AMAFCA Staffing: Mr. Joseph Sanchez, AMAFCA Maintenance Worker, has started at AMAFCA. Ms. Marie VanDerGeest, AMAFCA Drainage Engineer, had given her notice with her last day being August 2, 2024.

June 29, 2024 Storm: The storm that came through had an exceptionally large footprint. No significant damage was reported. The NDC at the Outfall had berms that overtopped which AMAFCA staff managed to get back in place. The overtopping of the berms was not a flooding risk as it occurred on the river side of the levees. The large flow from this storm pushed some of the trash onto Pueblo of Sandia land. As in years past, AMAFCA is working with the Pueblo to clean the bosque area around the outfall. NDC had the third highest recorded peak flow at 10,400 cubic feet per second at 9:25 p.m. A small amount of damage was noticed at the LaCueva Channel and Window G Channel on the North Domingo Baca Channel, an erosion on Powerline Channel, and the crew is working on cleaning out a large sediment plug in the SDC. June was the seventh wettest June on record.

Floodplains and Flood Risk: Three staff members attended the 2024 Association of State Floodplain Managers conference in Salt Lake City. Staff intends on providing a presentation to the Board at the September meeting. A couple of the takeaways from the conference is there will be a new datum out for vertical and horizontal control systems for surveying and the new NOAA Atlas 15 for rainfall data. The extreme and annual precipitation values have gone down which is not an indicator of reoccurrence frequency. The bigger issues that may lie ahead for AMAFCA are the changes to the floodplain delineation and the new insurance requirements. If the standard changes from the 50% confidence limit to the 95% confidence limit and AMAFCA continues to accept easements for flow across private lots, there will be a greater area that will need to be set

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aside. Responding to a question from the Board, Mr. Romero advised that the push from the 500 to 1,000-year storm, is not from any one entity or FEMA, it appears to be a need for a higher standard for risk as a universal push as well as from the American Society of Civil Engineers on critical facilities for Category 3 structures such as water treatment plants, hospitals, schools, etc. The Board asked that this subject be expanded on during the September presentation.

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.

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. The presentation included Budget information for Fiscal Year 2024 such as General Fund Budget to Actual; Revenues, included a handout pertaining to Property Taxes; Expenditures; and Cash & Investments. Some invoices are still going to trickle in but nothing out of the ordinary is expected.

Director Taylor made a motion that the Board accept the Financial Information. Director Thomson seconded the motion. The motion passed unanimously (5-0) on a roll call vote.

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 advised that AMAFCA will be migrating the Fiduciary accounts into the Sage Intacct program. She further noted that that AMAFCA has already started the audit process. AMAFCA has been assigned a new auditor; however, it is the same audit company performing the Fiscal Year 2024 audit.

9. Fourth Quarter Report

a. AMAFCA Fourth Quarter Financial Reporting Ending June 30

Ms. Maria Zuniga, AMAFCA Director of Finance & Procurement, summarized information provided in the memo. There were no questions.

b. Approval of Resolution 2024-15, AMAFCA Fourth Quarter Financial Report Ending June 30

Ms. Maria Zuniga, AMAFCA Director of Finance & Procurement, summarized information provided in the memo. There were no questions.

Director Taylor made a motion that the Board approve and adopt Resolution 2024-15, AMAFCA Fourth Quarter Financial Report Ending June 30 and authorize the Chair and Secretary-Treasurer to execute the same on behalf of AMAFCA. Director Thomson seconded the motion. The motion passed unanimously (5-0) on a roll call vote.

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10. AMAFCA Budget

a. Resolution 2024-16, Fiscal Year 2025 AMAFCA Budget - Adoption

Ms. Maria Zuniga, AMAFCA Director of Finance & Procurement, summarized information provided in the memo. There were no questions.

Director Thomson made a motion that the Board approve and adopt Resolution 2024-16, Fiscal Year 2025 AMAFCA Budget and authorize the Chair and Secretary-Treasurer to execute the same on behalf of AMAFCA. Director Taylor seconded the motion. The motion passed unanimously (5-0) on a roll call vote.

11. Executive Engineer/Director's Contracting Authority

a. Approval of Resolution 2024-17, Executive Engineer/Director's Contracting Authority

Mr. Kevin Troutman, AMAFCA Executive Director, summarized information provided in the memo and answered questions from the Board. Director Taylor had a minor change.

Director Taylor made a motion that the Board approve and adopt Resolution 2024-17, Executive Engineer/ Director's Contracting Authority, as amended, and authorize the Chair and Secretary-Treasurer to execute the same on behalf of AMAFCA. Director Thomson seconded the motion. The motion passed unanimously (5-0) on a roll call vote.

12. Legal

a. Status Report

Attorney William Zarr summarized information provided in the memo. There were no questions.

Director Eichenberg left the meeting at 9:45 a.m.

13. AMAFCA Projects

a. Black Mesa Three Dam Outlet Letter of Map Revision Update

Mr. Jared Romero, AMAFCA Development Review Engineer, summarized information provided in the memo and answered questions from the Board. Part of the presentation included the Initial submittal to the Federal Emergency Management Agency (FEMA) for review transmitted in June 2023; comments received back from FEMA in September 2023 & January 2024; various discussions were had regarding comments included the Modeling approach for the Rain-on-Grid Mapping, LOMR versus Physical Map Revision; re-submitted April 26, 2024 to FEMA; notification from FEMA July 3, 2024 advised there were no additional technical comments; AMAFCA will only need to provide proof of property owner notifications; final submission to FEMA for number of structures removed from 100-year Floodplain for the LOMR is 162; notifications sent to 106 private properties for change in flood risk as well as an ad placed in the Albuquerque Journal; area encumbered by 100-year Floodplain today is 500 acres; area removed from 100-year Floodplain by LOMR is 380 acres; path to finish line would consist of submission back to FEMA early August; once final acceptance received, AMAFCA will notify the larger community regarding updated risk mapping as requested by the Board; total of eight Flood

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Insurance Rate Maps to be revised and effective within 6 months from FEMA approval. Responding to a question on how the project was affected by the new FEMA standards, Mr. Romero advised the upcoming FEMA changes do not change anything for the current LOMR. Mr. Troutman advised that until a new mapping is done the current FEMA mapping would be used. FEMA can always come in and do a remapping on their own. The Board congratulated AMAFCA staff for their work in removing 75% of the watershed out of the 100-year storm.

b. Hubbell Lake Dam Expansion Project Update

Ms. Marie VanDerGeest, AMAFCA Drainage Engineer, summarized information provided in the memo and answered questions from the Board. Part of the presentation included info on the Board briefing in March 2024 on the Conceptual Site Plan that is now at 30% Design Complete; finalizing the Hydrologic and Hydraulic (H & H) Analyses with 60% Design in progress; covered the proposed Open Space improvements including a trail (CoA has no funding for the trail at this time); H & H Analysis Report is in compliance with Dam Safety Bureau (DSB) Rules & Regulations Governing Dam Design, Construction, and Dam Safety; determination of Probable Maximum Flood per DSB Hydrology guidelines; identification of lack of freeboard in existing dam embankment; reviewed by Office of the State Engineer (OSE) DSB for approval contingent on revisions; OSE comments will not change the design; 60% Design for refined alignment & height of proposed dam embankment; raise portions of existing embankment to eliminate low spots; dam pool grading, drainage & hydraulics; on-farm irrigation headworks relocation with the help of Geotechnical services; will also use Geotechnical services to test existing AMAFCA soil sources to see if can reuse soil for a possible cost savings; Coors Blvd. & Lamonica Road Intersection design & layout will go from a three point to four point intersection to also include a stop light; Timeline Update in October 2024; November 2024 60% Design Completion; March 2025 100% Design Completion; Summer 2025 advertise and award construction; December 2026 construction completion; and will end this contract with Bohannon Huston, Inc.

c. Construction Report

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

14. Stormwater Quality

a. Fiscal Year 2024 Program Update

Ms. Paula Dodge-Kwan, AMAFCA Director of Operations, summarized information provided in the memo and answered questions from the Board. She advised Mr. Patrick J. Chavez, AMAFCA Stormwater Quality Engineer, will be providing an update on a project every month as opposed to all projects being reported at one time once a year. Part of the presentation included the Municipal Separate Storm Sewer System (MS4) Watershed Based Permit which expired in 2019 and was administratively continued automatically; the Annual Report due on December 1st is still required to demonstrate continued compliance; Environmental Protection Agency notified AMAFCA earlier in the year that the Permit would not be renewed but will be under one MS4 Permit issued for the entire State; AMAFCA submitted comments on the draft Permit with the Middle Rio Grande Technical Advisory Group; the State will be moving to Primacy and Statewide MS4 Permit timelines currently overlap; MS4 Permit Minimum Control Measures in Stormwater Manager Program Rev. 7 (effective July 1, 2024) were covered to include Special Conditions (compliance

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with Water Quality standards); Construction Site Runoff Control; Post-Construction Management; Pollution Prevention / Good Housekeeping; Illicit Discharges and Improper Disposal; Control of Floatables; Public Education / Outreach; and Public Involvement and Participation.

15. AMAFCA Field Highlights

a. Field Report

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

16. Executive Session (closed)

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

Chair Brown advised Item **16.a.** was a Closed Session agenda item. The meeting was at the Balloon Fiesta Event Center with four Directors in attendance. Director Eichenberg had left the meeting earlier in the day. 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 Thomson seconded the motion, which passed unanimously (4-0) on a roll call vote. Messrs. Troutman and West remained. Legal Counsel was not in the closed session.

Chair Brown closed the meeting at 10:49 a.m. Chair Brown asked for a motion to re-open the meeting at 11:11 a.m. Director Taylor made a motion that the meeting be re-opened. Director Thomson seconded the motion, which passed unanimously (4-0) on a roll call vote. Director Thomson 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.

17. Unfinished Business

None.

18. New Business

None.

19. Adjourn

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

Orlando G. Martinez, Jr., Secretary – Treasurer, 8/22/2024

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.