



Albuquerque Metropolitan Arroyo Flood Control Authority
Regular Meeting Minutes
April 24, 2025
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1. Call to Order and Roll Call

Chair Brown called the Board Meeting to order at 9:03 a.m., Thursday, April 24, 2025, at the AMAFCA office in Albuquerque, NM.

Directors present via Zoom and / or in person	Chair Ronald D. Brown – at the AMAFCA office Director Tim Eichenberg – at the AMAFCA office Director Elizabeth Newlin Taylor – at the AMAFCA office
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Directors excused:	Director Orlando G. Martinez, Jr. Director Bruce M. Thomson
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Attorney present via Zoom and / or in person:	Marcus J. Rael, Jr., Robles, Rael & Anaya – at the AMAFCA office - left the meeting at 11:06 a.m.
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Others present via Zoom and / or in person:	Kevin Troutman, Executive Director Staff Other attendees on file at AMAFCA
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A quorum was present.

2. Approval of Agenda

Director Taylor made a motion to approve the April 24, 2025, Agenda. Director Eichenberg seconded the motion. The motion passed unanimously (3-0).

3. Meetings Scheduled

- a. May 22, 2025, 9:00 a.m. – Regular Meeting**
- b. June 26, 2025, 9:00 a.m. – Regular Meeting**
- c. July 24, 2025, 9:00 a.m. – Regular Meeting**

Chair Brown advised he may not be present at the June 26, 2025, Board meeting. There was a brief discussion on whether to consider cancelling the meeting in June or July. There were no changes to the above dates.

4. Items from the Floor / Public Comments

No items from the floor or public comments were received.

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5. Approval of Minutes

a. March 27, 2025

Director Taylor made a motion to approve the Minutes of March 27, 2025. Director Eichenberg seconded the motion, which passed unanimously (3-0).

6. Consent Agenda

Chair Brown recapped Agenda Items 6.a. through 6.c. on the Consent Agenda, which were shared on the TV for all participants to view. Director Taylor made a motion that the Board accept the items on the Consent Agenda. The motion approved the following:

- Financial Advisor – First Extension of Professional Services Agreement with RBC Capital Markets, LLC;
- General Counsel Services – Agreement with Robles, Rael, and Anaya, P.C.; and
- Advertisement for Bids for Sediment Removal from the AMAFCA Facilities.

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

7. Executive Director's Report

a. Notification of Past Month's Activities

AMAFCA Office Modifications: Warranty work continues, which includes light fixtures that needed adjustment or replacement in the meeting rooms, sealing of concrete in front of the building, and work on the lower gate to address issues with the telescoping mechanism.

AMAFCA Staffing: Mr. Willie West has announced his retirement from AMAFCA with his last day near the end of May. Ms. China Bills has accepted the Real Estate Manager position and will be training with Mr. West. The person selected (name not announced) for the Development Review Engineer will start in June.

2025 Legislative Session: Senate Bill 100 to increase AMAFCA's statutory debt limit was signed by the Governor and will become effective June 20. Also signed by the Governor, is Senate Bill 21, which provides the framework for surface water discharge regulation to move under the jurisdiction of the New Mexico Environment Department (NMED). When Senate Bills 21 and 22 were merged into one bill, it does not appear that the emergency clause from Bill 22 was incorporated into the combined bill. If that is the case, June 20 would also be the effective date for the legislation. Staff will be looking for NMED's plans to go to the Water Quality Control Commission to address concerns regarding fee rates and surface water quality standards.

Single Axle Dump Truck(s): The dump truck will be here mid-summer as originally planned. The installation of the dump bed for the other single axle dump truck AMAFCA ordered is in progress. That truck should be delivered in the next month or so.

Federal Funding: The Federal Emergency Management Agency (FEMA) ended the Building Resilient Infrastructure and Communities (BRIC) funding. AMAFCA had submitted the Calabacillas GCS 3a1, 3b1 Project for the Hazard Mitigation Assistance Grant program. Funding

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for the project has not been confirmed to date. There have been rumors indicating the Hazard Mitigation Grants may be cut in the near future.

Travel: Mr. Troutman will be traveling to Washington, D.C., May 5-8. Ms. Nicole Friedt will be acting Executive Engineer during that time.

b. Notification of On-Call Services Task Orders

Mr. Kevin Troutman, AMAFCA Executive Director, referred the Board to the memo for task orders issued over the last month. 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 2025 such as General Fund Budget to Actual; Revenues; Expenditures; and Cash & Investments. There were no questions.

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. There were no questions.

c. Approval of Professional Services Agreement for Audit Services with Cordova CPAs, LLC

Ms. Maria Zuniga, AMAFCA Director of Finance & Procurement, summarized information provided in the memo and answered questions from the Board.

Director Eichenberg made a motion that the Board authorize the Executive Director to execute the Audit Contract with Cordova CPAs, LLC. Director Taylor seconded the motion. The motion passed unanimously (3-0).

9. Real Estate

a. Final approval of Disposal of Property Associated with the Sacate Blanco Channel

Mr. Willie West, AMAFCA Real Estate Manager, summarized information provided in the memo and answered a question from the Board. There was a brief discussion regarding the complexities of the project as it was more difficult than originally thought; who the proposed property owner is; and the Board thanked Mr. West for all his work on the project.

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Director Taylor made a motion that the Board authorize the Final approval for the Disposal of Property Associated with the Sacate Blanco Channel. Director Eichenberg seconded the motion. The motion passed unanimously (3-0).

b. Approval of Trail License with the City of Albuquerque

Mr. Willie West, AMAFCA Real Estate Manager, summarized information provided in the memo and answered questions from the Board. There was a brief discussion regarding the need for AMAFCA's General Counsel to review the Trail License since only AMAFCA's Real Estate Counsel had reviewed; and if AMAFCA General Legal Counsel finds anything that is substantial which should be changed, an amendment would be done.

Director Eichenberg made a motion that the Board approve the Trail License with the City of Albuquerque. Director Taylor seconded the motion. The motion passed unanimously (3-0).

10. Legal

a. Status Report

Attorney Marcus J. Rael, Jr. referred the Board to the memo. There were no questions from the Board.

11. AMAFCA Projects

a. AMAFCA Planning & Engineering Quarterly Update

Ms. Nicole Friedt, AMAFCA Director of Planning and Engineering, walked the Board through upcoming tasks within the ConceptBoard system and answered questions. Responding to a question from the Board regarding no Requests for Proposals (RFPs) received on the Telemetry Phase 2 project, Ms. Friedt advised that the advertised RFP was a very small project, AMAFCA could utilize an On-Call provider, AMAFCA Operations will be evaluating Telemetry as a whole; and AMAFCA will be updating existing equipment costs, etc.

b. Construction Report

Ms. Nicole Friedt, AMAFCA Director of Planning and Engineering, recapped the Construction Report. There were no questions.

c. Zuni-Penn Project – Review of Draft Agreement with the Albuquerque Bernalillo County Water Utility Authority

Ms. Nicole Friedt, AMAFCA Director of Planning and Engineering, summarized information provided in the memo. It is anticipated that the final agreement will be before the Board for approval in May. There were no questions.

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12. Facilities, Operations & Maintenance Update

a. AMAFCA Operations April Update

Ms. Paula Dodge-Kwan, AMAFCA Director of Operations, walked the Board through various completed tasks. There were no questions.

b. AMAFCA Field Highlights

Mr. Esqui Padilla, Engineering Technician, provided a report on various projects and events. There were no questions.

13. AMAFCA FY-2026 Budget

a. Surplus Property Report

Mr. Willie West, AMAFCA Real Estate Manager, summarized information provided in the memo. There were no questions.

b. AMAFCA Equipment and Fleet Evaluation

Ms. Paula Dodge-Kwan, AMAFCA Director of Operations, summarized information provided in the memo and answered questions from the Board. The Board requested that AMAFCA provide at the next Board meeting, a more comprehensive recap, as done in years past, on the current equipment and future needs.

c. Personnel and Salary Committee – COLA Recommendation for FY 2026

Mr. Kevin Troutman, AMAFCA Executive Director, summarized information provided in the memo and answered questions from the Board.

Director Taylor made a motion to authorize a Cost of Living Adjustment of 2.5 percent to be given to AMAFCA staff in the FY2026 Budget. Director Eichenberg seconded the motion. The motion passed unanimously (3-0).

d. FY-2026 Revenue Projections and Draft Budget All Funds

Ms. Maria Zuniga, AMAFCA Director of Finance & Procurement, summarized information provided in the memo, covered the Budget Timeline, Budget Terminology, and answered questions from the Board. The Board noted that during a recent meeting with the Finance Committee it was shocking to hear that AMAFCA had operated in a deficit during the last five years.

14. Executive Session (closed)

a. Personnel Matters (§ 10-15-1(H)(2))

Chair Brown advised Item 14.a. was a Closed Session agenda item. The meeting was at the AMAFCA office 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

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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*,” ninth edition, 2024, to discuss Personnel Matters (§ 10-15-1(H)(2)). Director Eichenberg seconded the motion, which passed unanimously (3-0) on a roll call vote. No AMAFCA staff were present.

Chair Brown closed the meeting at 11:06 a.m. Chair Brown asked for a motion to re-open the meeting at 11:41 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 Personnel Matters were discussed.

15. Unfinished Business

None

16. New Business

Mr. Troutman recapped the upcoming election timeline and applicable deadlines.

17. Adjourn

There being no further business to come before the Board, Chair Brown adjourned the meeting at 11:42 a.m.

Orlando G. Martinez, Jr., Secretary – Treasurer, 5/22/2025

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