



Albuquerque Metropolitan Arroyo Flood Control Authority
Regular Meeting Minutes
May 22, 2025
Page 1

1. Call to Order and Roll Call

Chair Brown called the Board Meeting to order at 9:06 a.m., Thursday, May 22, 2025, at the AMAFCA office in Albuquerque, NM.

Directors present via Zoom Chair Ronald D. Brown – at the AMAFCA office
and / or in person: Director Tim Eichenberg – at the AMAFCA office
 Director Orlando G. Martinez, Jr. – at the AMAFCA office
 Director Elizabeth Newlin Taylor – at the AMAFCA office
 Director Bruce M. Thomson – at the AMAFCA office

Directors excused: None

Attorney present via Zoom Jessica Nixon, Robles, Rael & Anaya – at the AMAFCA office
and / or in person:

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

A quorum was present.

2. Approval of Agenda

Director Taylor made a motion to approve the May 22, 2025, Agenda. Director Eichenberg seconded the motion. The motion passed unanimously (5-0).

3. Meetings Scheduled

- a. **June 26, 2025, 9:00 a.m. – Regular Meeting**
- b. **July 24, 2025, 9:00 a.m. – Regular Meeting**
- c. **August 28, 2025, 9:00 a.m. – Regular Meeting**
- d. **September 25, 2025, 9:00 a.m. – Regular Meeting**
- e. **October 23, 2025, 9:00 a.m. – Regular Meeting**

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. Mr. Kevin Troutman, AMAFCA Executive Director, introduced Ms. China Bills, AMAFCA Real Estate Manager. Ms. Bills will replace Mr. Willie West who is retiring. Ms. Bills briefed the Board on her past work experience. The Board welcomed Ms. Bills to AMAFCA.

AMAFCA Regular Meeting Minutes

May 22, 2025

Page 2

5. Approval of Minutes

a. April 24, 2025

Director Taylor made a motion to approve the Minutes of April 24, 2025. Director Eichenberg seconded the motion, which passed (3-0). Directors Martinez and Thomson abstained due to not being present at the May meeting.

6. Consent Agenda

Director Taylor asked that item 6.d. South Domingo Baca Channels – Award Design and Construction Management Services to Wilson & Company, Inc., be moved to the Regular Agenda.

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

- Albuquerque International Balloon Fiesta License – Second Extension of License with the City of Albuquerque;
- Bond Counsel Services – First Extension of the Professional Services Agreement with Modrall, Sperling, Roehl, Harris & Sisk, P.A.;
- Design, Bidability, and Constructability Reviews – Third and Final Extension of the Design, Bidability, and Constructability Reviews with CF Padilla, LLC and Salls Brothers Construction, Inc.;
- Swinburne Grade Control Structures – Amendment 2 to the Professional Services Agreement for Design and Construction Management Services with Bohannon Huston, Inc.;
- Lot 18-a, Block 12, Tract 3, Unit 2 North Albuquerque Acres Subdivision – Quitclaim / Release of Easement (McPeck, Clint & Mendoza, Enjoli); and
- Lot 15, Block 18, Tract 3, Unit 3 North Albuquerque Acres Subdivision – Quitclaim / Release of Easement (Bixby, Bruce & Madonna).

Director Martinez seconded the motion. The motion passed unanimously (5-0).

Item 6.d. South Domingo Baca Channels – Award Design and Construction Management Services to Wilson & Company, Inc.

Director Taylor advised there were some minor edits to the document and note there was not a fee schedule attached to the agreement to review. Ms. Adrienne Martinez, AMAFCA Project Manager, advised the fee schedule would be included with the agreement.

Director Taylor made a motion that the Board approve the South Domingo Baca Diversion and Main Channel Project Professional Engineering Services Agreement with Wilson & Company, Inc., Engineers & Architects, as amended. Director Thomson seconded the motion, which passed unanimously (5-0).

AMAFCA Regular Meeting Minutes

May 22, 2025

Page 3

7. Executive Director's Report

a. Notification of Past Month's Activities

Mr. Kevin Troutman, AMAFCA Executive Director, recapped significant activities from the previous and current month and answered questions from the Board.

Open Enrollment: Open Enrollment for healthcare coverage is available through May 23, 2025. CoA is not requiring any action unless anyone wishes to make changes to their coverage.

Zuni-Penn Public Meeting: A public meeting for the Zuni-Penn project was held at the International District Library on May 13, 2025. Director Thomson and AMAFCA staff were in attendance. There were no attendees from the public, but input was solicited from the development group. Exhibits showing options for the perimeter fence were made available for viewing at the meeting. AMAFCA staff requested input from the Board on the perimeter fence options.

FEMA: The Federal Emergency Management Agency (FEMA) is usually a significant participant in activities with the Association of State Floodplain Managers (ASFPM), especially the annual conference. This year, FEMA has been silent and FEMA staff are not allowed to attend the conference. Nicole and Jared are scheduled to attend the upcoming ASFPM conference and will provide an update at the June meeting. There are rumors circulating that the National Flood Insurance Program may be on the chopping block. There has also been communication indicating that the disaster recovery funds may not be made available. Recent notifications have indicated there is a bipartisan draft bill that is proposing major overhauls of FEMA.

Federal Funding: While AMAFCA has not been granted hazard mitigation grant money for the Calabacillas GCS 3a1-3b1, staff has received the subgrant agreement language for the grant. The agreement would require AMAFCA to follow all Federal procurement and contracting requirements. This includes the requirement to meet the Build America standards. Staff anticipates an increase in material costs due to those requirements. The agreement stated that any failure to follow the Federal requirements will result in rejection of any reimbursement request.

City of Albuquerque (CoA) Trail Improvements: City Counsel Services staff had reached out to AMAFCA regarding improvements along the North Diversion Channel trail. Originally, there was discussion regarding landscape improvements along the channel, but the levee vegetation restrictions make this difficult. The current plan being discussed would add benches and shade structures adjacent to the trail between Menaul and Indian School. CoA would be responsible for maintaining these improvements, cleaning any trash that accumulates, and cleaning up homeless encampments.

Not listed on the Executive Engineer's Report was the topic of the Post Office Pond. AMAFCA was informed that CoA is ready to sell the property. The agreement states that when the property is sold, both AMAFCA and CoA, would split the proceeds and reinvest those funds back into South Valley projects. CoA informed AMAFCA they have no programs to reinvest in. There may be an amendment to the agreement in the future. Responding to a question from the Board regarding the condition of the Alcalde and Barelas pump stations, Mr. Troutman acknowledged CoA specifically advised they had no short-term needs. The Board asked that the South Valley facilities, especially those in the flood zone(s), be reviewed.

AMAFCA Regular Meeting Minutes

May 22, 2025

Page 4

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 and answered questions from the Board. The presentation included Budget information for Fiscal Year 2025 such as General Fund Budget to Actual; Revenues; Expenditures; and Cash & Investments.

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

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.

9. AMAFCA FY-2026 Budget

a. FY-2026 Budget All Funds

Ms. Maria Zuniga, AMAFCA Director of Finance & Procurement, along with Ms. Laurel Johnson, AMAFCA Accounting Manager, summarized information provided in the memo and answered a question from the Board. The presentation included Budget information for Fiscal Year 2026 such as General Fund Budget to Actual; Revenues; Expenditures; and Cash & Investments.

b. Resolution 2025-06, Budget Adoption for Fiscal Year 2026

Ms. Maria Zuniga, AMAFCA Director of Finance & Procurement, summarized information provided in the memo. Director Taylor provided Ms. Zuniga with a minor editorial change.

Director Taylor made a motion that the Board approve and adopt Resolution 2025-06, Fiscal Year 2026 AMAFCA Budget, as amended, 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.

c. Resolution 2025-07, Ad Valorem Tax Levy for Tax Year 2025 General Operating Fund

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

AMAFCA Regular Meeting Minutes

May 22, 2025

Page 5

Director Thomson made a motion that the Board approve and adopt Resolution 2025-07, Ad Valorem Tax Levy for Tax Year 2025, Applicable to General Operating Fund. The motion authorized the Chair and Secretary-Treasurer to execute the same on behalf of AMAFCA. Director Eichenberg seconded the motion. The motion passed unanimously (5-0) on a roll call vote.

d. Resolution 2025-08, Ad Valorem Tax Levy for Tax Year 2025 Debt Service Fund

Ms. Maria Zuniga, AMAFCA Director of Finance & Procurement, summarized information provided in the memo and answered questions from the Board. Director Taylor provided Ms. Zuniga with a minor editorial change.

Director Taylor made a motion that the Board approve and adopt Resolution 2025-08, Ad Valorem Tax Levy for Tax Year 2025, Applicable to Debt Service Fund, as amended, and authorize the Chair and Secretary-Treasurer to execute the same on behalf of AMAFCA. Director Martinez seconded the motion. The motion passed unanimously (5-0) on a roll call vote.

10. AMAFCA Infrastructure Capital Improvement Plan

a. Approval of Resolution 2025-09, FY 2026-2031 AMAFCA Infrastructure Capital Improvement Plan (ICIP)

Ms. Paula Dodge-Kwan, AMAFCA Director of Operations, summarized information provided in the memo and answered questions from the Board. It was suggested that the equipment list attached to the Resolution be updated to include funds to help assist with CoA's Early Warning System project.

Director Thomson made a motion that the Board approve and adopt Resolution 2025-09, FY 2026-2031 AMAFCA Infrastructure Capital Improvement Plan (ICIP), as amended, 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. AMAFCA Compensation Policy

a. Approval of Resolution 2025-10, Update to the AMAFCA Compensation Policy

Ms. Crystal Griego, AMAFCA Director of Administration, summarized information provided in the memo and answered questions from the Board. Ms. Griego advised the handout provided in the Board folder contained minor edits provided by AMAFCA's General Legal Counsel.

Director Taylor made a motion that the Board approve and adopt Resolution 2025-10, Update to the AMAFCA Compensation Policy, 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. AMAFCA Inventory

a. Approval of Resolution 2025-11, Disposal of Inventory

AMAFCA Regular Meeting Minutes

May 22, 2025

Page 6

Ms. Crystal Griego, AMAFCA Director of Administration, summarized information provided in the memo and answered questions from the Board. Ms. Griego advised the handout provided in the Board folder contained minor edits provided by AMAFCA's General Legal Counsel.

Director Thomson made a motion that the Board approve and adopt Resolution 2025-11, Disposal of Inventory, as amended, 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.

13. AMAFCA Board of Directors Election

a. Resolution 2025-12, Notification to County Clerk of AMAFCA positions to be filled at the November 4, 2025 Regular Local Election

Ms. Crystal Griego, AMAFCA Director of Administration, summarized information provided in the memo and answered questions from the Board. Ms. Griego advised the handout provided in the Board folder contained minor edits provided by AMAFCA's General Legal Counsel.

Mr. Troutman advised the term date was revised within the Resolution.

Director Taylor made a motion that the Board adopt Resolution 2025-12, Notification to County Clerk of AMAFCA positions to be filled at the November 4, 2025 Regular Local Election, as amended. Director Thomson seconded the motion, which passed unanimously (5-0) on a roll call vote.

14. Recognition of Public Service

a. Recognition of Willie West, Retiring AMAFCA Real Estate Manager

Mr. Troutman announced the retirement of Mr. Willie West. Chair Brown presented Mr. West with a plaque for his 3 years at AMAFCA for a total of 24 years of public service. The Board thanked Mr. West for all his hard work over the years and wished him well in his retirement.

15. Legal

a. Status Report

Attorney Jessica Nixon referred the Board to the memo. There were no questions from the Board.

16. Ditch & Water Safety Task Force

a. 2024 Monsoon Season – Review and Discussion

Mr. Willie West, AMAFCA Real Estate Manager, summarized information provided in the memo and answered questions from the Board. Mr. West introduced Ms. Dezaree Vega Garcia, President of Sunny505, and Mr. Jerry Mathews, Storyteller with Sunny 505. Ms. Vega Garcia briefed the Board on the Ditch & Water Safety Task Force program and answered questions. The presentation included information on public relations for the swim pass program and Staying Safe During Flash Flood season; paid media stories (TV and internet) along with applicable media impressions;

AMAFCA Regular Meeting Minutes

May 22, 2025

Page 7

events at various locations; and promotional products. Videos targeting both adult and child audiences were viewed.

b. Early Warning System

Mr. Willie West, AMAFCA Real Estate Manager, recapped the number of drownings in Albuquerque since 2017 and answered questions from the Board. Messrs. Russell Bennet, Systems Engineer with CoA, and Mark Leech, Director of Technology with CoA, were introduced. Part of the presentation included System Functionality; Participating Entities; Financial Commitments; and Further Actions. There was a discussion regarding rescue calls placed to first responders who are put in significant harm's way; educating children and youth on the dangers with playing in ditches or arroyos; cameras would confirm flows and monitor downstream sections of channels for human activity; alarm system would trigger audible alerts when human activity and flow are detected; working on new technology to identify people in the water (head / flailing hands); the majority of the system will be installed on non-AMAFCA facilities; CoA would absorbing most of the cost through capital outlay; and AMAFCA would make a minimal contribution. The Board agreed that the Early Warning System should be enhanced and commended CoA for taking on the project.

17. AMAFCA Projects

a. AMAFCA Drainage Policy 2025 Update – Review of Draft Policy

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

b. Rio Bravo Park Storm Drain – Project Intro and Review of Draft Funding Agreement with Bernalillo County

Mr. Kevin Troutman, AMAFCA Executive Director, summarized information provided in the memo and noted that Mr. John Barney, Planning Manager with BernCo Parks and Recreation department, was present for any questions. There were no questions. The final agreement may be approved at the June 2025 Board meeting. The Board noted that the Rio Bravo Park Storm Drain was a nice cooperative project.

c. North Unser Pond – Agreement for Funding, Design, and Maintenance with the City of Albuquerque – Draft Supplemental Agreement No. 2

Mr. Kevin Troutman, AMAFCA Executive Director, summarized information provided in the memo and answered questions from the Board. The final agreement may be approved at the June 2025 Board meeting.

d. Award of Black Mesa Manholes Replacement Project

Ms. Adrienne Martinez, AMAFCA Project Engineer, summarized information provided in the memo. The Board noted that the two bids came in dramatically apart and it shows that the construction community has a lot of work. Mr. Troutman noted that the project involves dewatering.

AMAFCA Regular Meeting Minutes

May 22, 2025

Page 8

Director Thomson made a motion that the Board award the construction contract project to Compass Engineering & Construction Services LLC., in the amount of \$997,885.00, plus New Mexico Gross Receipts Tax, for the Black Mesa Manholes Replacement Project. Director Taylor seconded the motion, which passed (4-1). Director Eichenberg voted no.

e. Approval of Task Order 4 for the Construction Management of the Black Mesa Manholes Replacement Project with Wilson and Co

Ms. Adrienne Martinez, AMAFCA Project Engineer, advised the Task Order would coincide with the contract that was just approved for the referenced project. There were no questions.

Director Thomson made a motion that the Board authorize the Executive Director to approve Task Four to the 2024 Engineering On-Call Services Agreement with Wilson and Company, Inc., for Construction Management Services for the Black Mesa Manholes Replacement Project. Director Taylor seconded the motion, which passed (3-2). Directors Eichenberg and Martinez voted no.

f. Zuni-Penn Project – Approval of Agreement with the Albuquerque Bernalillo County Water Utility Authority

Ms. Adrienne Martinez, AMAFCA Project Engineer, referred the Board to their memo. Director Taylor advised there were some minor edits to the agreement. The Board noted this is a great cooperative project.

Director Taylor made a motion that the Board approve the Cooperation and Funding Agreement with the Albuquerque Bernalillo County Water Utility Authority for the Water Utility Pennsylvania Storm Drain Improvements within the Zuni-Penn Pond Project, substantially as attached. Director Thomson seconded the motion, which passed unanimously (5-0).

g. 7-Bar Retail at Cottonwood Crossings – Approval of Turnkey Agreement

Mr. Kevin Troutman, AMAFCA Executive Director, summarized information provided in the memo. There were no questions.

Director Thomson made a motion that the Board approve the Turnkey Agreement with A Management Inc., for the pipe penetration into the Cottonwood Crossings Pond associated with the 7-Bar Retail Project. Director Taylor seconded the motion, which passed unanimously (5-0).

h. Construction Report

Mr. Kevin Troutman, AMAFCA Executive Director, summarized information provided in the memo and answered questions from the Board. There was a brief discussion regarding the question from the Board regarding the uneven area in the walkway (heading to the outdoor exit leading downstairs), whether it could be carpeted, and if there is a noise factor.

18. Facilities, Operations & Maintenance Update

a. AMAFCA Operations May Update

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

AMAFCA Regular Meeting Minutes

May 22, 2025

Page 9

b. Area Wide Sediment Removal Project - Award of Contract to Qualified Bidder

Mr. Esqui Padilla, AMAFCA Engineering Technician, summarized information provided in the memo. Mr. Padilla and Ms. Dodge-Kwan answered questions from the Board. There was a discussion regarding why AMAFCA is paying a contractor to remove sediment that is of value to the construction community; where is the sediment being moved to; how is AMAFCA monitoring where the sediment is being moved to and when; the need to have the sediment removed remains; the site has not been empty for a long time; and utilizing the AMAFCA crew takes time away from other areas; the site needs to get back down to grade.

Director Thomson made a motion that the Board award the construction contract project to Guzman Construction Solutions in the amount of \$397,372.00, plus New Mexico Gross Receipts Tax for the Area Wide Sediment Removal Project. Director Taylor seconded the motion, which passed (3-2). Directors Martinez and Eichenberg voted no.

c. Field Highlights

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

19. Unfinished Business

None

20. New Business

The Board referenced the 35th Anniversary of the Southern Sandoval County Arroyo Flood Control Authority on June 6, 2025.

Director Eichenberg referenced his name being in the newspaper for a code of conduct violation when he was not even named in the complaint. There has been no retraction by the newspaper. and apologized to fellow AMAFCA Directors of the Board and AMAFCA staff.

There was a discussion regarding having the Personnel and Salary Committee (PSC) take a look at the new change structure that created different departments (staff director structure) to see if the change is worth it; it was recommended that the Human Resources Consultant help look into the structure; Ms. Griego mentioned that she and the PSC had looked again at the Organizational chart; a desk audit was done with the help of the HR Consultant; and some positions had been flagged. The Personnel and Salary Committee will work with the HR Consultant.

Director Martinez mentioned that a State Senator on the west side has some funds available for a splash pad for the Ladera 16b / Western Trail Pond; AMAFCA has an easement; AMAFCA had wanted to transfer the easement to CoA and is still interested in a transfer; the Western Trail Pond is a CoA pond; Albuquerque Public Schools (APS) had some reservations the last time the subject was brought up. there is a safety concern with kids running across the heavy congested traffic area to get to the proposed splash pad; and AMAFCA staff will look into the possibility of a transfer again.

AMAFCA Regular Meeting Minutes

May 22, 2025

Page 10

21. Adjourn

There being no further business to come before the Board, Chair Brown adjourned the meeting at 12:09 p.m.

Tim Eichenberg, Assistant Secretary – Treasurer, 6/26/2025

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