



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

Chair Brown called the Board Meeting to order at 9:01 a.m., Thursday, July 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 Director Bruce M. Thomson – at the AMAFCA office
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Directors excused:	Director Orlando G. Martinez, Jr.
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Attorney present via Zoom and / or in person:	Marcus J. Rael, Jr., Robles, Rael & Anaya – at the AMAFCA office
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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

Mr. Kevin Troutman, AMAFCA Executive Director, advised there were handouts in the Board folders. Director Thomson asked that Item 6.a. be removed from the Consent Agenda.

Director Thomson made a motion to approve the July 24, 2025, Agenda, as amended. Director Taylor seconded the motion, which passed unanimously (4-0).

3. Meetings Scheduled

- a. August 28, 2025, 9:00 a.m. – Regular Meeting**
- b. September 25, 2025, 9:00 a.m. – Regular Meeting**
- c. October 23, 2025, 9:00 a.m. – Regular Meeting**
- d. November 20, 2025, 9:00 a.m. – Regular Meeting**
- e. December 11, 2025, 9:00 a.m. – Regular Meeting & Board of Director's Luncheon**

There were no changes to the above dates.

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4. Items from the Floor / Public Comments

No items from the floor or public comments were received.

5. Approval of Minutes

a. June 26, 2025

Director Taylor made a motion to approve the Minutes of June 26, 2025. Director Thomson seconded the motion, which passed unanimously (4-0).

6. Consent Agenda

Chair Brown recapped Agenda Items 6.b. through 6.i. 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:

- On-Call Land Surveying Services – Advertise Request for Proposals;
- On-Call Oblique Aerial Photography Services – Advertise Request for Proposals;
- On-Call Storm Water Quality Services / Environmental Engineering Services – Advertise Request for Proposals;
- Engineering Services for Design and Construction Management of the Agency and Area-Wide 2025 Flood Control Rehabilitation – First Extension of contract with Wilson and Company;
- Swinburne Grade Control Structures – Advertise for Construction Bids;
- Federal Lobbyist Services – Advertise Request for Proposals;
- Navajo Elementary Regional Pond – Drainage Easements (Tract 6 MRGCD Map 47 and Tract 93-A2, MRGCD Map 46); and
- Purchase of an excavator.

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

Item 6.a. On-Call Geotechnical and Materials Testing Services – Advertise Request for Proposals

Responding to questions from the Board, Ms. Nicole Friedt, AMAFCA Planning & Engineering Director, advised the meaning of “LS” on the spreadsheet is lump sum. Ms. Friedt explained why an on-call contractor had not been used. Ms. Friedt referenced areas of concern and stressed the issues that had been observed were communicated directly to the contractor.

Director Thomson made a motion that the Board authorize the Chief Procurement Officer to Advertise for Request for Proposals for the On-Call Geotechnical and Materials Testing Services. Director Eichenberg seconded the motion, which passed unanimously (4-0).

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.

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Not listed in the Executive Engineer's Report included recent notification had been received from the City of Albuquerque (CoA) regarding CoA moving forward with the sale of the Post Office Pond property and CoA will honor its commitment to invest its proceeds back into the Mid Valley area (as referenced in the Martineztown Flood Relief Agreement for Acquisition and Construction of the Post Office Interim Storm Water Detention Pond from 2008). There is a meeting with CoA in August to discuss further. Mr. Troutman and Ms. Paula Dodge-Kwan, AMAFCA Director of Operations & Maintenance, attended the 2025 Environmental Systems Research Institute (ESRI) Conference in San Diego, CA. Mr. Troutman and Ms. Dodge-Kwan and Crystal Griego, AMAFCA Director of Administration, attended a recent Equal Employment Opportunity Commission (EEOC) training.

Black Dam: On July 3, 2025, a strong overnight rainstorm washed out the SSCAFCA facility under construction at the intersection of Unser and Westside. The damage to this facility sent a large amount of sediment and debris down into the Black Dam Water Quality Structure and into the main dam pool. Some of the form work was also washed in, which partially blocked the outlet of the dam. AMAFCA is working with SSCAFCA staff on remediating this issue.

Sandia Pueblo: On July 3, 2025, staff from the Pueblo of Sandia Environment Department reached out to AMAFCA staff regarding some erosions on the berm placed along the outfall of the North Diversion Channel. AMAFCA has committed to work with them. However, due to the Black Dam and Hubbell fire, AMAFCA has needed to delay helping at this time.

Homeless Encampments: Local landowners are concerned with a homeless encampment along the South Diversion Channel west of I-25 near the baffle chute. There have been reports of possible theft of materials on adjacent properties that may be related to this encampment. AMAFCA has added this area, at least in the short term, to the locations for the security team to make contact. AMAFCA had reported the location to the multi-disciplinary encampment team. Additionally, on July 10, 2025, an individual repeatedly tried to enter both the AMAFCA office building and the maintenance yard. This person was escorted off site several times before moving on.

Leadership Training: The AMAFCA leadership team will be engaged in a leadership training program that is expected to last approximately six months.

ArroyoCam: Recently, cameras showing the North Diversion Channel have been having connectivity issues. AMAFCA's new IT consultant, Envisions IT Solutions, a division of Bohannon Huston, Inc., has been doing exploration testing in an attempt to identify the issue; the current consensus is the cables connecting the cameras to the network switch at the base of the tower may be the issue. AMAFCA is working to schedule replacement of the cables as soon as practicable. Replacement will require a manlift and this effort is being coordinated with other operational needs to minimize costs.

Browning Street: Bernalillo County (BernCo) has resumed design activities on the Browning Street project. This project proposes adding box culverts to Browning Street just upstream of the North Domingo Baca Dam at three separate locations. This project may have an effect on how water enters into AMAFCA's North Domingo Baca Dam Diversion. AMAFCA has expressed concerns with the proposed design approach and inconsistencies with drainage master plans, previous analyses, and BernCo ordinance. This may also have a negative effect on the upstream floodplain within the previously identified drainage easement with severe, unauthorized encroachments. AMAFCA had requested that BernCo help enforce AMAFCA's easements and

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their ordinance; however, no response or action has occurred. At this time, AMAFCA does not have a resolution on how to proceed with resolving the outstanding encroachment issues since AMAFCA does not have enforcement authority. The Planning and Engineering staff will be monitoring the outcome of this project.

Travel: Mr. Troutman will be traveling to Colorado, July 24 through July 29. Ms. Nicole Friedt will be designated as the 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 and answered questions from the Board. The presentation included Budget information for Fiscal Year 2025 such as General Fund Budget to Actual; Revenues; Expenditures; Cash & Investments; and Property Taxes.

Director Thomson made a motion that the Board accept the Financial Information. Director Eichenberg seconded the motion, which passed unanimously (4-0).

b. Other Matters

Ms. Maria Zuniga, AMAFCA Director of Finance & Procurement, summarized information provided in the memo, walked the Board through upcoming tasks within the ConceptBoard system, and answered questions from the Board.

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 and answered a question from the Board. It was stressed that AMAFCA is required to submit quarterly reports to the NM Department of Finance and Administration (DFA) using the Local Government Budget Management System (LGBMS); the fourth quarter report requires Board review & approval; and AMAFCA / Fiduciary Funds & accounts are structured in DFA's reporting structure. Reports analyze beginning cash; revenues; expenditures; transfers in/out; adjustments for accruals; and ending cash.

b. Approval of Resolution 2025-14, 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.

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Director Taylor made a motion that the Board approve and adopt Resolution 2025-14, 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 (4-0) on a roll call vote.

10. AMAFCA Budget

a. Resolution 2025-15, Fiscal Year 2026 AMAFCA Budget - Adoption

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

Director Thomson made a motion that the Board approve and adopt Resolution 2025-15, Fiscal Year 2026 AMAFCA Budget and authorize the Chair and Secretary-Treasurer to execute the same on behalf of AMAFCA. Director Eichenberg seconded the motion. The motion passed unanimously (4-0) on a roll call vote.

11. AMAFCA Inventory

a. Resolution 2025-16 – Capitalization Policy

Ms. Crystal Griego, AMAFCA Director of Administration, summarized information provided in the memo and answered questions from the Board.

Director Taylor made a motion that the Board approve and adopt Resolution 2025-16, Capitalization Policy and authorize the Chair and Secretary-Treasurer to execute the same on behalf of AMAFCA. Director Eichenberg seconded the motion. The motion passed unanimously (4-0) on a roll call vote.

b. Acceptance of Inventories

Ms. Crystal Griego, AMAFCA Director of Administration, summarized information provided in the memo and answered questions from the Board.

Director Taylor made a motion that the Board accept the inventory lists as of June 30, 2025. Director Eichenberg seconded the motion, which passed unanimously (4-0).

12. Legal

a. Status Report

Attorney Marcus J. Rael, Jr. summarized information provided in the memo. There were no questions.

13. AMAFCA Projects

a. Planning and Engineering Quarterly Update

Ms. Nicole Friedt, AMAFCA Director of Planning & Engineering, summarized information provided in the memo, walked the Board through upcoming tasks within the ConceptBoard system,

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and answered questions from the Board. Ms. Friedt advised AMAFCA had moved to an Online bidding platform for AMAFCA's construction projects which will mean eBonds will be accepted through Surety2000 to accommodate the online process.

b. Rio Bravo Park Storm Drain – Approval of Funding Agreement with Bernalillo County

Ms. Nicole Friedt, AMAFCA Director of Planning & Engineering, summarized information provided in the memo and answered questions from the Board.

Ms. Friedt introduced Mr. John Barney, Planning Manager with BernCo Parks and Recreation department, who was present for questions. Mr. Barney thanked the Board for the opportunity to collaborate on the project. There was a brief discussion regarding the five-year funding agreement; the agreement would start the first phase for an entire project improvement; there are a number of Bond Cycles; the BernCo project was not on AMAFCA's radar; AMAFCA needs to see how the project will work; and it is easier if the original agreement is in place knowing there will be additional amendments and there is a tighter focus when there is an established agreement and commitment to the project when it is on the books. Responding to a question on if Director Eichenberg would have a conflict of interest on a BernCo project, Attorney Rael advised that since Director Eichenberg has no personal benefit derived from the project, there would be no conflict of interest.

Director Eichenberg made a motion that the Board approve the Agreement to Provide Funding, Construction, and Project Management for the Bernalillo County Rio Bravo Park Regional Storm Drain Improvements and authorize the Chair and Secretary-Treasurer to execute the same on behalf of AMAFCA. Director Thomson seconded the motion, which passed unanimously (4-0).

c. Piedras Marcadas Outfall Improvements – Project Introduction

Ms. Nicole Friedt, AMAFCA Director of Planning & Engineering, summarized information provided in the memo and answered questions from the Board. Part of the presentation referenced the outfall pipe that is currently controlled by a manually operated gate valve, which needs to be coordinated with MRGCD to release detained stormwater; the Corrales Main Canal is having increased maintenance needs as it ages; the lining on the facility is starting to fail; CoA has a couple of ponds that discharge into the facility; a Memorandum of Understanding (MoU) will be drafted among MRGCD, CoA, and AMAFCA to work in partnership to discuss and review the project; no financial commitments will be included in the initial MoU since it is not understood what is needed at this time.

d. Construction Report

Ms. Adrienne Martinez, AMAFCA Project Manager, summarized information provided in the memo and Ms. Martinez and Friedt answered questions from the Board.

14. Facilities, Operations & Maintenance Update

a. AMAFCA Operations June Update

Ms. Paula Dodge-Kwan, AMAFCA Director of Operations & Maintenance, walked the Board through various completed tasks and answered questions from the Board.

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b. Field Highlights

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

15. Unfinished Business

There was a brief discussion regarding various components of CoA's Emergency Warning System, noting the possibility of 42 CoA locations; some locations are slated for practice sites; Hahn Arroyo was mentioned as a location, and it was suggested by the Board that the Hahn might not be a good location.

16. New Business

None

17. Adjourn

There being no further business to come before the Board, Chair Brown adjourned the meeting at 11:20 a.m.

Orlando G. Martinez, Jr., Secretary – Treasurer, 8/28/2025

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