1. Call to Order and Roll Call

Chair Brown called the Board Meeting to order at 9:07 a.m., Wednesday, September 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
Directors excused:	Director Orlando G. Martinez, Jr.
Attorney present via Zoom and / or in person:	Marcus J. Rael, Jr., Robles, Rael & Anaya – at the AMAFCA office – left at 10:42 a.m.
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 September 24, 2025, Agenda. Director Thomson seconded the motion, which passed unanimously (4-0).

3. Meetings Scheduled

a. **October 22, 2025, 9:00 a.m. – Regular Meeting**
b. **November 20, 2025, 9:00 a.m. – Regular Meeting**
c. **December 11, 2025, 9:00 a.m. – Regular Meeting & Board of Director's Luncheon**
d. **January 2, 2026, 9:00 a.m. – Special Meeting**
e. **January 22, 2026, 9:00 a.m. – Regular Meeting**

Director Thomson advised he would not be present for the October 22, 2025 meeting; however, he will try to connect via Zoom.

4. Items from the Floor / Public Comments

No items from the floor or public comments were received.

5. Approval of Minutes

a. August 28, 2025

Director Taylor made a motion to approve the Minutes of August 28, 2025. Director Thomson seconded the motion, which passed unanimously (4-0).

6. Consent Agenda

Chair Brown recapped Agenda Items 6.a. and 6.b. on the Consent Agenda. Director Thomson made a motion that the Board approve the items on the Consent Agenda. The motion approved the following:

- Ditch Safety Coordinator – third and final extension for the Professional Services Contract with Sunny505; and
- Legislative Liaison/Lobbyist – approval of Amendment Two to the Professional Services Contract with Alarid Consulting to correct text to align with the approved 2022 compensation.

Director Taylor 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.

AMAFCA Staffing: Mr. Esqui Padilla accepted the position of Operations Manager and Mr. Roddy "Mark" Ramirez accepted the position of Vegetation Management Technician. Two vacant Operator position have been filled, which will bring the maintenance crew to full strength for the first time in several years. Ms. Adrienne Martinez, AMAFCA Project Manager / Project Engineer, announced her resignation with her last day being September 26, 2025. The Engineering Technician and Project Engineer positions are currently advertised.

Project Schedule: Meetings have been taking place to coordinate with partner organizations in order to align project timing. The information will be consolidated into a master list. A draft Project Schedule will be presented to the Board in early spring of 2026 in order to adopt the final Project Schedule in time to meet the 2027 Legislative Session timelines.

Federal Emergency Management Agency (FEMA): Mr. Troutman met with AMAFCA's Federal Lobbyist, Mr. John O'Donnell, regarding the FEMA Act of 2025. Discussions are happening regarding possible correspondence to be sent to the House delegation for potential amendments to the Bill. This would include efforts to include the approval of local procurement rules for grants and to enable AMAFCA to be added to the approved list in order to alleviate major issues that arise when using Federal funding for local projects. AMAFCA has asked that the Lobbyist work with the Senate delegation to assist with the grant funding for the Calabacillas 3a1, 3b1 project for Hazard Mitigation.

Monsoon Recap: The prediction of a wet July and dry August was pretty accurate. August was the 4th warmest and 10th driest on record. September may average an inch down as Monsoon season starts to wrap up.

There were no questions.

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 a question from the Board. The presentation included Budget information for Fiscal Year 2026 such as General Fund Budget to Actual; Revenues; Expenditures; Cash & Investments; and Property Taxes.

Director Taylor made a motion that the Board accept the Financial Information. Director Thomson 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. Ms. Johnson handed out additional information regarding Property Tax Mills for Tax Year 2025, Assessed Valuations, Property Tax Projections, and Budget and Actuals.

9. AMAFCA Personnel Manual

a. Review of Draft Section 1 of the Personnel Manual

Ms. Crystal Griego, AMAFCA Director of Administration, summarized information provided in the memo and answered questions from the Board. Ms. Griego advised there were four sections in the manual with section one being brought before the Board. There was a brief discussion regarding outside employment to include a requested change by the Board. Directors should email any comments to Chair Brown. The Board thanked Ms. Griego for her work on the Personnel Manual.

10. Legal

a. Status Report

Attorney Marcus J. Rael, Jr. summarized information provided in the memo.

11. AMAFCA Projects

a. Award of Construction Contract for Zuni-Pennsylvania Detention Pond Project to the Lowest Responsible Bidder

Ms. Nicole Friedt, AMAFCA Director of Planning & Engineering, summarized information provided in the memo and answered questions from the Board. Ms. Friedt stated that this was the first project that AMAFCA has utilized with an online bid process and it was successful. There was a brief discussion regarding the concern voiced by the Board regarding the property and surrounding areas being in a high crime zone. Ms. Friedt stressed that the contractor is aware of the area and was under the impression that the contractor will be packing up materials every day and bringing them back the following workday.

Director Thomson made a motion that the Board award the construction project to Compass Engineering & Construction Services, LLC, in the amount of $2,764,885.00, plus NMGRT, for the Zuni-Pennsylvania Detention Pond Project. Director Eichenberg seconded the motion. The motion passed unanimously (4-0).

b. Approval of Amendment One to the Engineering Services for the Design and Construction Management of the Zuni-Penn Pond Project Contract

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

Director Thomson made a motion that the Board authorize the Executive Director to approve Amendment One to the Agreement for Engineering Services for the Design and Construction Management of the Zuni-Penn Pond Project in the amount of $120,689.08 with Parametrix, Inc., substantially as attached. Director Eichenberg seconded the motion. The motion passed unanimously (4-0).

c. Early Warning System – Approval of Agreement with City of Albuquerque

Ms. Nicole Friedt, AMAFCA Director of Planning & Engineering, summarized information provided in the memo, stressing that comments had been incorporated into the final document. There were no questions.

Director Taylor made a motion that the Board approve the Agreement to provide funding for the City of Albuquerque Early Detection and Warning System Project. Director Eichenberg seconded the motion. The motion passed unanimously (4-0).

d. Corrales Main Canal – Approval of Cooperation Agreement with Middle Rio Grande Conservancy District

Ms. Nicole Friedt, AMAFCA Director of Planning & Engineering, summarized information provided in the memo and answered a question from the Board. Ms. Friedt advised that since the development of the draft agreement, the City of Albuquerque stated they have no interest in the Canal or want to participate in the agreement, and they have been removed from the agreement.

Director Thomson made a motion that the Board approve the Cooperation Agreement with the Middle Rio Grande Conservancy District for the Corrales Main Canal. Director Taylor seconded the motion. The motion passed unanimously (4-0).

e. Construction Report

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

Ms. Friedt took this time to thank Ms. Adrienne Martinez for her work at AMAFCA and wished her well. The Board also wished Ms. Martinez well in her future endeavors. Ms. Martinez stated she might be back.

12. Facilities, Operations & Maintenance Update

a. AMAFCA Operations September Update

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

b. Stormwater Quality Program Update

Mr. Patrick J. Chavez, AMAFCA Stormwater Quality Program Engineer, provided a brief recap on the recent StormCon 2025 conference. Mr. Chavez continued with a presentation on the New Mexico Environment Department's Public Information Session for the New Mexico Surface Water Rulemaking. The presentation included the rulemaking timeline; a new definition of waters of the United States and an amended definition of waters of the State; public comment period for both the Draft New Rules 20.6.5 and Draft Amendments to 20.6.2 runs from August 29, 2025, through October 28, 2025; the virtual NM Statewide MS4 General Permit meeting as well as other meetings were referenced; key additions (draft statewide permit); removals and revisions; and closed with information on the Per and Polyfluoroalkyl Substances (PFAS) Sampling Program.

c. Field Highlights

Mr. Esqui Padilla, AMAFCA Operations Manager, provided a report on various projects / events and answered a question from the Board.

13. Real Estate

a. Review of Draft Resolution – Artwork on AMAFCA Facilities

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

Attorney Rael left the meeting at 10:42 a.m.

14. Executive Session (closed)

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

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

Chair Brown advised Items **14.a. and 14.b.** were Closed Session agenda items. The meeting was at the AMAFCA office with four 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*," ninth edition, 2024, to discuss Purchase, Acquisition or Disposal of Real Property or Water Rights (§ 10-15-1(H)(8)) and Personnel Matters (§ 10-15-1(H)(2)). Director Thomson seconded the motion, which passed unanimously (4-0) on a roll call vote. Mr. Troutman and Mses. Griego and Bills, remained for Item 14.a. Mr. Troutman was present for Item 14.b.

Chair Brown closed the meeting at 10:42 a.m. Chair Brown asked for a motion to re-open the meeting at 11:22 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 Taylor stated that no decisions were made regarding Real Property and Personnel Matters during the Closed Session.

15. Unfinished Business

None

16. New Business

None

17. Adjourn

There being no further business to come before the Board, Chair Brown adjourned the meeting at 11:23 a.m.

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Tim Eichenberg, Assistant Secretary – Treasurer,10/22/2025

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