



Albuquerque Metropolitan Arroyo Flood Control Authority
Regular Meeting Minutes
October 22, 2025
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AMAFCA experienced some technical difficulties which caused a slight delay opening the meeting.

1. Call to Order and Roll Call

Chair Brown called the Board Meeting to order at 9:06 a.m., Wednesday, October 22, 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 Orlando G. Martinez, Jr. – via Zoom – logged off at 11:30 a.m. Director Bruce M. Thomson – via Zoom – logged off at 11:30 a.m.
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Directors excused:	None
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Attorney present via Zoom and / or in person:	Marcus J. Rael, Jr., Robles, Rael & Anaya – at the AMAFCA office – left at 11:05 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 Eichenberg asked that Agenda Items 6.a. to 6.c. and 6.e. be removed from the Consent Agenda. Only item 6.d. should remain on Consent. The exhibits were not included with the Board memos.

Director Eichenberg made a motion to approve the October 22, 2025, Agenda. Director Taylor seconded the motion, which passed unanimously (5-0) on a roll call vote.

3. Meetings Scheduled

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

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- d. January 22, 2026, 9:00 a.m. – Regular Meeting**
- e. February 26, 2026, 9:00 a.m. – Regular Meeting**

4. Items from the Floor / Public Comments

No items from the floor or public comments were received. Mr. Kevin Troutman, AMAFCA Executive Director, introduced AMAFCA's new maintenance workers / operators, Messrs. Leonard Aragon and Justin Jojola. Both gentlemen provided a brief recap of their past job experience. The Board welcomed both new employees to AMAFCA.

5. Approval of Minutes

a. September 24, 2025

Director Taylor made a motion to approve the Minutes of September 24, 2025. Director Eichenberg seconded the motion, which passed unanimously (5-0) on a roll call vote.

6. Consent Agenda

Chair Brown advised only Agenda Item 6.d. would be on the Consent Agenda, which was shared on the TV for all participants to view. Director Eichenberg made a motion that the Board approve Item 6.d. on the Consent Agenda. The motion approved the following:

- Corrales Main Canal/Piedras Marcadas Dam Outfall Improvements Project – Advertise for Request for Proposals for Professional Engineering & Construction Management Services.

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

Item 6.a. On-Call Oblique Aerial Photography Services – Approval of Service Agreements

Responding to questions from the Board, Mr. Jared Romero, AMAFCA Drainage Engineer, advised Exhibit A was not attached to the agreement since the responses to the Requests for Proposal (RFP) had a range of costs, not a fee schedule; contractor's services would not be considered a professional service under the procurement code; two consultants responded to the RFP and both were deemed responsive; the consultant will provide a scope of work and cost estimate for any assigned task; and if time critical, the task will be assigned based those who can perform in an emergency.

Director Eichenberg made a motion that the Board approve the On-Call Oblique Aerial Photography Services agreements with USP USA and High Mesa, substantially as attached. Director Taylor seconded the motion, which passed (4-0) on a roll call vote. Director Thomson could not be heard.

Item 6.b. On-Call Land Surveying Services – Approval of Professional Service Agreements

Responding to questions from the Board, Ms. Nicole Friedt, AMAFCA Planning & Engineering Director, advised the number of RFPs received; estimated funds spent on all agreements; and stressed that fee schedules are obtained so it is easy to identify what consultants are more expensive. The small firm, Bona Fide, is new and is becoming established and may be able to only do certain tasks. This is a professional service.

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Director Eichenberg made a motion that the Board approve the On-Call Land Surveying Services agreements with Bohannon Huston, Bona Fide Surveying, CobbFendley, Souder, Miller & Associates, and Wilson & Company, substantially as attached. Director Taylor seconded the motion, which passed unanimously (5-0) on a roll call vote.

Item 6.c. On-Call Geotechnical / Materials Testing Services - Approval of Service Agreements

The Board advised it would be helpful to get the information on rates in the future. Ms. Nicole Friedt, AMAFCA Planning & Engineering Director, asked for clarification on whether the information from the RFP is being asked for or the fee schedule. The Board asked for both sets of information. Responding to a question from the Board on if there was any concern on confidentially on rates for Professional Services, Attorney Real advised that under State procurement code, there is no concern on confidentially, and when responding to a Government entity's request for proposal, it is all public record. Mr. Troutman advised that the RFP does follow procurement code for services.

Director Taylor made a motion that the Board approve the On-Call Geotechnical Engineering / Material Testing Professional Services agreements with GEOMAT LLC, NV5, Inc., Terracon Consultants, Inc., and Yedoma Consultants, LLC, substantially as attached. Director Eichenberg seconded the motion, which passed unanimously (5-0) on a roll call vote.

Item 6.e. AMAFCA Fleet – Authorization to Purchase Equipment

Mr. Esqui Padilla, AMAFCA Operations Manager, answered questions from the Board. Mr. Padilla stressed AMAFCA is looking for the best price, not only via the Pricing Agreement; staff has found it is easier to utilize compact trucks; they would be take-home vehicles; and all AMAFCA vehicles have GPS. The Board cautioned staff not to rely solely on a State Pricing Agreement when it comes to purchases. Staff should also utilize a competitive process.

Director Eichenberg made a motion that the Board authorize the Executive Director to purchase two (2) Compact Pickup Trucks. Director Taylor seconded the motion, which passed unanimously (5-0) on a roll call vote.

Item 6.f. Lot 31, Block C, Tract 3, Unit 1 North Albuquerque Acres Subdivision – Approval of Quitclaim/Release of Easement

Responding to questions from the Board, Mr. Jared Romero, AMAFCA Drainage Engineer, advised that there had been nothing submitted for a drainage permit in relationship to the adjacent lots.

Director Taylor made a motion that the Board approve the Quitclaim / Release of Easement (Lorenzo & Anjeanette Vigil). Director Eichenberg seconded the motion, which 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, recapped significant activities from the previous and current month.

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AMAFCA Staffing: Mr. Joseph Sanchez accepted the position of Engineering Technician.

Kirtland / Community Sustainability Committee (KCSC): The next meeting will be October 30 at 1:30 p.m. at the MRCOG building. Mr. Troutman plans to attend. If any Board Director wishes to attend, please let Mr. Troutman know.

Southwest Mesa Flooding: AMAFCA received a number of phone calls after a series of rainstorms on September 28, 2025. This is area covered by the Black Mesa Letter of Map Revision that recently went into effect. One house downstream from the Gun Club lateral cross saw runoff on the property that was consistent with the newly analyzed floodplain.

Monsson Recap: Mr. Troutman referred the Board to the graphics in their mailout.

Not listed on the Board memo: MRCOG is not procuring ortho photography in 2026. Hopefully, they will do so in 2027. Responding to a question on whether a lack of new ortho photography will interfere with AMAFCA activities, Mr. Troutman advised AMAFCA should be able to function and there is some high drone imagery. AMAFCA will move the FY26 budget line item to FY27.

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. Responding to questions from the Board, Ms. Johnson advised that AMAFCA's staff member / Fiduciary Liaison, PJ Chavez, is responsible for sending out invoices to entities for which AMAFCA holds fiduciary funds. The presentation included Budget information for Fiscal Year 2026 such as General Fund Budget to Actual; Revenues; Expenditures; Cash & Investments; and Property Taxes.

Director Eichenberg made a motion that the Board accept the Financial Information. Director Taylor seconded the motion, which 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. Responding to a question on the timing of the proposed upcoming Bond sale and whether AMAFCA could postpone until the fall time frame, Mr. Troutman advised the Guac-Amole Dam Project was just approved to go out to RFP and will have a \$20,000,000.00 construction contract to follow. He further stated that AMAFCA would defer to AMAFCA's Financial Advisor on if the Bond Sale should happen in March or September.

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 the manual has four sections, and only Section 1 is before the Board for approval. The Board suggested that AMAFCA consider giving a two-week notice to employees who are on a flex schedule in order to adjust their schedule.

Director Taylor made a motion that the Board approve Section 1 of the Personnel Manual, effective November 1, 2025, and repeal of the former Remote Work Policy, which has been incorporated into the updated Section 1. Director Eichenberg seconded the motion, which passed (4-0) on a roll call vote. Director Thomson's vote could not be heard.

10. AMAFCA Inventory

a. Approval of Resolution 2025-17, Disposal of Inventory

Ms. Crystal Griego, AMAFCA Director of Administration, summarized information provided in the memo. Responding to a question from the Board on how equipment is auctioned off, Messrs. Troutman and Esqui Padilla, AMAFCA Operations Manager, advised AMAFCA utilizes Bentley Auction. Under their State Pricing Agreement Bentley will receive a rebate of 10 percent. AMAFCA is researching Online Bidding avenues as well.

Director Taylor made a motion that the Board approve and adopt Resolution 2025-17, Disposal of Inventory, and authorize the Chair and Secretary-Treasurer to execute the same on behalf of AMAFCA. Director Eichenberg seconded the motion, which passed unanimously (5-0) on a roll call vote.

11. Legal

a. Status Report

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

12. Planning and Engineering Update

a. Guac-Amole Dam – 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 Hubbell Lake Dam Expansion project identified as part of the proposed solution; preliminary estimates far exceeded programmed funding; 60% design and Prelim Cost Estimate \$25.5M; AMAFCA Project Schedule estimated total project cost of \$9.25M; recapped the Amole-Hubbell System; key components; design assumptions; 100-year hydrologic results; geotechnical investigation & assessment; 2 test pits, 10 borings; 2 piezometers; seismic p-wave study; ground

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water not encountered in any of the 10 borings.; 1 piezometer left at one boring site and revisited and was observed to have been dry since installation; site has good natural forming drainage; seepage should be minimal; and existing ground adjacent to majority of embankment higher than reservoir.

b. Authorization to Advertise Request for Proposals for Engineering & Construction Management Services for Guac-Amole Dam

Ms. Nicole Friedt, AMAFCA Director of Planning & Engineering, summarized information provided in the memo. There were no questions.

Director Taylor made a motion that the Board authorize the Chief Procurement Officer to Advertise for Proposals for Engineering & Construction Management Services for the Guac-Amole Dam, to convene a Selection Advisory Committee and allow the Executive Director to negotiate with the offeror selected by the Selection Advisory Committee. Director Eichenberg seconded the motion. The motion passed unanimously (5-0) on a roll call vote.

c. Award of Construction Contract for Swinburne Dam Grade Control Structure Project to Lowest Responsible Bidder

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

Director Taylor made a motion that the Board award the construction project to C.F. Padilla in the amount of \$5,741,411.00, plus NMGR, for the Swinburne Dam Grade Control Structure Project. Director Eichenberg seconded the motion. The motion passed unanimously (5-0) on a roll call vote.

d. Approval of Amendment 3 to the Engineering Services for the Design and Construction Management of the Swinburne Dam Grade Control Structures Project Contract

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

Director Taylor made a motion that the Board authorize the Executive Director to approve Amendment Three to the Agreement for Engineering Services for the Design and Construction Management of the Swinburne Dam Grade Control Structures Project. Chair Brown seconded the motion. which passed (4-0) on a roll call vote. Director Eichenberg voted no.

e. Construction Report

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

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13. 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. There were no questions.

b. Field Highlights

Mr. Esqui Padilla, AMAFCA Operations Manager, provided a report on various projects / events. There were no questions.

14. Real Estate

a. Approval of Resolution 2025-18, Disposal of Property Associated with the Sacate Blanco Channel

Ms. China Bills, AMAFCA Real Property Manager, summarized information provided in the memo. There were no questions.

Director Taylor made a motion that the Board approve and adopt Resolution 2025-18, Disposal of Property Associated with the Sacate Blanco Channel, and authorize 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.

b. Approval of Resolution 2025-19, Artwork on AMAFCA Facilities

Mr. Kevin Troutman, AMAFCA Executive Director, summarized information provided in the memo and stressed only minor changes were made to the resolution since the Board reviewed it last month. The Board thanked Mr. Troutman for taking on the Artwork project.

Director Eichenberg made a motion that the Board approve and adopt Resolution 2025-19, Artwork on AMAFCA Facilities, 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.

Attorney Rael left the meeting at 11:05 a.m.

15. Executive Session (closed)

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

Chair Brown advised Item **14.a.** was a Closed Session agenda item and advised that Directors Martinez and Thomson could still participate via Zoom. The meeting was at the AMAFCA office with all five Directors in attendance in person and via Zoom. 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*

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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 (5-0) on a roll call vote. Mr. Troutman and Ms. Griego remained for Item 14.a.

Chair Brown closed the meeting at 11:05 a.m. Chair Brown asked for a motion to re-open the meeting at 11:33 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. Directors Martinez and Thomson signed off Zoom at 11:30 a.m. prior to the vote to reopen the meeting. Chair Brown stated that no decisions were made regarding Personnel Matters during the Closed Session.

15. Unfinished Business

None

16. New Business

Director Taylor advised the Interstate Stream Commission conducted a rule-making hearing earlier in the previous week for regional Water Planning. She noticed one deficiency in the draft rule that Flood Control Authorities were not specifically allowed a seat at the planning table; however, flood control projects were allowed to be done. It was proposed that Flood Control Authorities be added to the language. This will enable AMAFCA to participate in the Middle Rio Grande Regional Planning Authority. The other issue raised is that one part of the Regional Plan would require the Office of The State Engineer to consider public welfare decisions of the Regional Planning Counsel, which is a slippery slope in terms of people who want to move their water rights around; objected due to concern. Deliberations will take place in December.

Chair Brown advised he volunteered to meet with the Valencia County Flood Control Authority to provide some guidance. There are five candidates running for the five positions on the newly formed Flood Control Authority Board.

17. Adjourn

There being no further business to come before the Board, Chair Brown adjourned the meeting at 11:36 a.m.

Orlando G. Martinez, Jr., Secretary – Treasurer, 11/20/2025

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