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Arroyo Flood Control Authority  
Regular Meeting Minutes  
April 23, 2015**

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**1. Call to Order and Roll Call**

Chair Brown called the Regular Board Meeting to order at 10:00 a.m. Thursday, April 23, 2015. Roll was noted as follows:

Directors present:	Chair Ronald D. Brown Director Cynthia D. Borrego Director Tim Eichenberg Director Bruce M. Thomson arrived at 10:03 a.m.
Directors excused:	Director Deborah L. Stover
Attorney present:	Attorney Vanessa Chavez, Robles, Rael & Anaya
Others present:	Jerry M. Lovato, P.E., Executive Engineer Staff Other attendees on file at AMAFCA

A quorum was present.

**2. Approval of Agenda**

Mr. Jerry Lovato, AMAFCA Executive Engineer, stated that handouts had been provided in the Board folders for agenda items 8a and 15a were handouts and a verbal report would be given for each. Item 15b Marble Arno Pump Station would be a verbal item as well.

Chair Brown stated under Item 22, Unfinished Business, a floating item would be utilized for the Legislative Liaison(s) to cover their report.

Director Eichenberg made a motion to approve the agenda, as amended. Director Borrego seconded the motion, which passed unanimously (4-0).

**3. Meetings Scheduled**

- a. May 28, 2015, 10:00 a.m. – Regular Meeting**
- b. June 25, 2015, 10:00 a.m. – Regular Meeting**
- c. July 23, 2015, 10:00 a.m. – Regular Meeting**

Director Borrego advised she might have a conflict with the July meeting date. Chair Brown suggested that the Directors review calendars at the June meeting to see if there will be issues with any of the other Directors. No changes were made to the meeting schedule as presented.



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**4. Items from the Floor/Public Comment**

No one had signed up for Public Comment. Mr. Lovato introduced Ms. Melissa Lozoya, CoA Department of Municipal Development Deputy Director. Ms. Lozoya thanked the Board for the opportunity to speak. She informed the Board that Mr. Ron Romero, formerly with NMDOT, is the new Engineering Division Manager within the Department of Municipal Development. Mr. Romero had taken Ms. Loyoya's old position (new position referenced above). The Board welcomed Mr. Romero and congratulated both him and Ms. Lozoya on their new positions.

**5. Approval of Minutes**

**a. March 26, 2015 - Regular Meeting**

Director Eichenberg made a motion to approve the minutes. Director Borrego seconded the motion, which passed (4-0).

Director Thomson asked staff to check into the proper wording for the platform that the AMAFCA Financial Advisors utilized to receive the online Bond sale.

**6. Financial Matters**

**a. Approval of March 2015 Expenditures**

Mr. Herman Chavez, AMAFCA Finance and Administration Manager, presented the March 2015 Expenditures. There were no questions.

Director Thomson made a motion to approve the March 2015 Expenditure Report. Director Eichenberg seconded the motion, which passed (4-0).

**b. Bank Reconciliation Fiscal Agent Funds**

Mr. Herman Chavez presented the Bank Reconciliation Fiscal Agent Funds. There were no questions and no Board action was required.

**c. Investment Report for March 2015**

Mr. Herman Chavez presented the Investment Report for March 2015. There were no questions and no Board action was required.



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**d. Financial Position Recap March 16, 2015 through April 15, 2015 & Forecast  
April 16, 2015 through May 15, 2015**

Mr. Herman Chavez presented the Financial Position Recap and Forecast. Director Thomson asked for clarification on the Construction Fund that showed a balance of \$1M from LGIP and \$0.5M will be taken out for next month, Mr. Chavez responded that there was a difference in timing on the Agency and Area-Wide fund with a payment of \$900K. Mr. Lovato advised that additional funds were also withdrawn due the North Diversion Channel Grade Control Structures Bathtub project being completed so a smaller amount to withdrawal was needed.

Director Eichenberg made a motion that the Board approve the Financial Forecast. Director Thomson seconded the motion, which passed (4-0), on a roll call vote.

**e. Disposal of Asset(s) – Notice of Official Finding**

Mr. Herman Chavez stated that one item on the Official Finding was considered a continuation from the March Meeting. He further stated that the 2013 Volvo “skidsteer” was added to the list due to excessive repairs in the short time AMAFCA had owned it. Director Thomson asked how many hours were on the “skidsteer”. Mr. Lovato responded about 700 and the biggest concern was down time. The vehicle had approximately \$34K in repairs done. The Volvo dealership had offered to replace the unit for a new one free of charge. Chair Brown stated that it is impressive that the dealership was willing to step up to the plate and offer another piece of equipment to compensate for the faulty one purchased.

Director Thomson made a motion that the Board approve and adopt the Disposal of Asset(s) – Notice of Official Finding, and authorize the Board to sign. Director Eichenberg seconded the motion. The motion passed unanimously (4-0), on a roll-call vote.

**7. Legal**

**a. Status Report**

Chair Brown asked if there were any questions for Attorney Vanessa Chavez pertaining to her memo on various legal matters. There were no questions.

**8. Executive Engineer's Report**

**a. Notification of Past Month's Activities**

Mr. Jerry Lovato, AMAFCA Executive Engineer, apologized for not having a written report for the significant activities of the past month. He recapped the following:



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- **ACEC Awards** – Bohannon Huston, Inc. (BHI) and Wilson and Company, both received awards during the recent ACEC Award Ceremony. BHI won the award for the Calabacillas Grade Control Structure 7a. Wilson won the award for the Boca Negra Detention Dam. There were 11 awards presented that evening that covered all projects competed in the last year in the state of New Mexico. It is impressive that two of the awards went to AMAFCA projects.
  
- **City of Albuquerque (CoA)** - Albuquerque/Bernalillo County Water Utility Authority (ABCWUA): Rehabilitation of an ABCWUA well was done in the Embudo Channel below Eubank that resulted in orange staining on the concrete. This portion of the channel is maintained by CoA. Mr. Patrick Chavez, AMAFCA Storm Water Quality Engineer, had been in touch with the CoA and ABCWUA. The result of the orange staining appeared to be from iron sulfite in the flush, which turned into a chalk like consistency that should be washed away during the upcoming rain season. Mr. Lovato stated that due to the work that Mr. Kurt Wagener, AMAFCA Field Engineer, had done at the North Diversion Channel (NDC) any contamination was taken care of prior to reaching the river. Director Thomson stated that every product that is being used in the well water procedures at the ABCWUA does meet public safety requirements, as it is part of the water supply. Mr. Lovato stated that this was not considered an illicit discharge, but due to the staining and public perception it was important to notify the Board.
  
- ***Illicit Discharges:*** AMAFCA received a report of an oil spill originating from Roberts Oil downstream of Tramway the runs into the South Domingo Baca Dam. Mr. Patrick Chavez, AMAFCA Storm Water Quality Engineer, is working with the New Mexico Environment Department, which has taken the lead. There was an illegal pipe installed. Director Borrego asked about the type of spill. Mr. Chavez responded that it is diesel; however, there might be gasoline as well. There will be two tests done in order to get a historical determination and the test will delineate the extent of contamination in the area.
  - A tree business had installed an illegal 10” PVC drain pipe around the same area of the spill. Director Thomson asked if it is only stormwater flowing into the pipe from this location. Mr. Lovato responded that RVs do visit the area because there is a sanitary disposal facility built next to the Tree business, so flows into the pipe



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are unknown at this time. Chair Brown asked if there was any way to require that property owners put in a detention area. Mr. Lovato responded that is something that Mr. Chavez and the County are working on.

- **Tract B, C, and D donation** – Located along the Calabacillas Arroyo near the Caliche Hills area. Landowners wanting to donate land to AMAFCA approached Mr. Jeffrey Willis, AMAFCA Real Estate Manager. This donation would be a benefit to both AMAFCA and the constituents, as it will enable AMAFCA to put up access control to keep four wheelers out. The landowners have requested that AMAFCA pay for the appraisal. While it is within the Executive Engineer's authority, he thought it was important to bring the issue to the Board since it impacts right-of-way. Once the Caliche Hills area is under control, the excess property can be sold. Mr. Lovato referred to the aerial and pointed out the applicable tracts. Once an appraisal has been done, it will be brought in front of the Board.
- **Emergency Pumps** - Mr. Lovato stated that during an after business hours emergency situation there has been issues obtaining pumps to pump out floodwater. This happened recently with the emergency work on the Second Street Alameda Drain. AMAFCA has enough money in the budget by utilizing two line items in the budget AMAFCA is anticipating purchasing pumps as opposed to renting them.
- **Kirtland Air Force Base (KAFB)** – Staff recently spoke with KAFB and the Civil Engineer, and KAFB is still pushing AMAFCA to purchase land to build the pond on KAFB. Mr. Lovato reiterated that AMAFCA is not interested in buying the property, but is willing to sit down with KAFB and come up with a plan that the base can execute to take care of the flooding that is impacting both the base and the surrounding neighborhoods.

**b. Notification of On-Call Services Task Orders**

Mr. Lovato referred to his memo for the task orders that had been issued the prior month and provided additional information to the Board. There were no questions.

***Consent Agenda:***

Chairman Brown stated that the agenda items 9 through 12 were on the Consent Agenda. He asked that Item 12 be moved to the Regular Agenda since it was not part of the original mailout and the recommendation itself was part of a late mailout. Director Eichenberg made a motion to move Item 12 to the Regular Agenda. Director Thomson seconded the motion, which passed (4-0).



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There being no further items on the consent agenda, and no additional questions, Director Thomson made a motion that the Board:

- Authorize the Executive Engineer to enter into an audit contract with Atkinson & Company, LTD for a one-year term;
- Accept Southwest Sewer Service, Inc., as the lowest responsible bidder and authorize the Chair to execute a contract with Southwest Sewer Service, Inc., for the Mechanical Trash and Debris Removal from Flood Control Facilities 2015 contract; and
- Accept Pate Construction Co., Inc., as the lowest responsible bidder and authorize the Chair to execute the contract for the construction of the Piedras Marcadas Dam Water Quality Improvements Project.

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

**12. San Mateo to Moon Mini Drainage Management Plan RFP – Selection Advisory Committee Recommendation**

The memo from Mr. Patrick Chavez, AMAFCA Storm Water Quality Engineer, stated that the Selection Advisory Committee (SAC) convened on April 21, 2015 to consider the four responsive proposals. The firms were scored and numerically ranked with a total of 500 possible points.

The results of the SAC rankings are as follows:

<u>Rank</u>	<u>Firm</u>	<u>Total Score</u>
1	Smith Engineering	429
2	Parsons Brinckerhoff	418
3	Souder, Miller & Associates	404
4	Streamtech, Inc.	364

Director Thomson made a motion that the Board accept the recommendation of the Selection Advisory Committee and authorize the Executive Engineer to commence negotiations with Smith Engineering. Director Borrego seconded the motion, which passed (4-0).

**13. Manual Trash and Debris Removal from Flood Control Facilities – Award Contract to Qualified Bidder**

Three bids were found non-responsive. Two bids were deemed non-responsive at the bid opening and were not read. The bid from RP Construction was read at the bid opening. Upon review of the submitted bid documents, it was found that the bid security furnished by RP Construction was a company check and not a Certified Check or Bid Bond. The information for bidders states



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*“Each proposal must be accompanied by a Certified Check or a Bid Bond acceptable to AMAFCA in an amount which shall be not less than five (5) percent of the amount of the bid, payable without condition to AMAFCA as a guarantee that the bidder, if awarded the contract will, within seven (7) days execute such contract in accordance with the proposal and in the manner and form required by the Contract Documents....”*. Because the bid security was not a Certified Check or Bid Bond, staff found the bid from RP Construction to be non-responsive.

Mr. Wagener introduced Mr. Richard Powell, owner of RP Construction, who was present to protest the award. He stated that he misread the instructions pertaining to the need for a certified check. He further stated he is well aware of the work that was to be done to carry out the contract since he had the Manual Debris and Trash Removal Contract in 2004. He stated that funds were available and had a certified check to present to the Board if they would be willing to accept his bid since he was the lowest bidder. Chair Brown stated that it was unfortunate that there was a non-compliance issue involved. He further stated that AMAFCA needs to comply with the public procurement process and has a definite obligation to comply with all procedures. Chair Brown asked that RP Construction consider bidding in the future and not lose faith in the bidding process. Mr. Powell stated that he did understand and acknowledged again that he misread the need for a certified check at the time of submitting the bid.

Responding to a question on the length of the contract, Mr. Wagener advised that the contract would be brought to the Board for renewal each year. If the contractor is not meeting AMAFCA's requirements staff will recommend that the contract go out for bid again.

Director Thomson made a motion that the Board accept Black Forest Tree Service as the lowest responsible bidder and authorize the Board Chair to execute a contract with Black Forest Tree Service in the amount of \$45,360.00 for the Manual Debris and Trash Removal Contract from Flood Control Facilities 2015. Director Borrego seconded the motion, which passed (4-0).

**14. AMAFCA Telemetry Project**

**a. AMAFCA Telemetry Project – Status Report**

Mr. Kevin Troutman, AMAFCA GIS Manager, introduced Mr. Jim DeAngelo with AECOM (formerly URS).

Mr. DeAngelo highlighted the following:

- Overview: Review Telemetry modality, Begin system design on Dam/Arroyo locations, Begin Civil design for Dam/ Arroyo locations, Understand Specifications for Base Station and Software





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- 30 Percent Summary: Determined Cellular Telemetry Modality, Equipment and Base Station needs understood. 30% Prototypical design for dam locations completed, 30% design for Arroyo locations completed

Various schematics, including the Instrumentation Architectural Overview, were covered.

- 30 Percent Dam and Arroyo Design: Solar Powered, Pressure Sensor/Rainfall Gauge, Cellular Modality, Minimal Dam/Arroyo disturbance, Expandable to include additional sensors
- 30 Percent Arroyo Design for the North Diversion Channel: Hard Wired, Radar Sensor/Rainfall Gauge, Wi-Fi/Radio Modality, Incorporated into AMAFCA building and Yard, Expandable to include additional sensors, Enhanced video/data capabilities
- Capabilities: System is expandable to include more sites/additional data types, Remote access to data via web, Automated warnings/Improved situational awareness, Improved utilization of staff/Improved Safety

Director Thomson asked why only seven sites were planned for the Telemetry project. Mr. Troutman responded that the dams were selected since they were gated facilities and two of the arroyos already have time lapse cameras, which will be upgraded. Responding to questions on the cell coverage and expense, Mr. Troutman stated that AECOM has verified there is excellent coverage and AMAFCA has confirmed that the cell communication aspect is rather cheap. Mr. Lovato stated the cell system that will be utilized would be a machine-to-machine function versus a typical cell phone call that may not work in an emergency. Mr. Troutman stated that the function will be real-time at the office and other locations will not be a true live feed. Director Borrego asked how the equipment would be made secure so it will not be vandalized. Mr. DeAngelo advised the equipment would be elevated at least 10 feet above the surface. He referred to the slides detailing the look of the setup, the solar panels, additional equipment, how wires will be worked through the culvert, etc. He did state that while the solar panels will not be bulletproof, they would be safe from rocks being thrown at them. Director Borrego asked if the equipment would be contained and visible on AMAFCA property. Mr. DeAngelo responded, yes, it will be on AMAFCA property, but it will not be a large distracting item. Mr. Troutman stated that the equipment will be in gated facilities and should not hurt views. Director Borrego asked if this would need to go through the City approval process. Mr. Troutman replied, no. Director Thomson asked if there were plans to expand to other AMAFCA facilities. Mr. Troutman responded, yes, this is just the first phase to build the base infrastructure. In the future, AMAFCA plans to include the inlets at the NDC for the MS4 program. Director Borrego asked if AMAFCA





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would be keeping up with the changing technology and software. Mr. Troutman responded that the way the project has been developed it could be expanded. He further stated that sondes are another portion of the program and the system will enable AMAFCA to see if any particular sonde is losing calibration. Director Thomson asked if USGS would be putting the data on their website. Mr. Troutman stated that the information could be made available to the USGS for cross listing.

Mr. DeAngelo's presentation was well received.

**b. AMAFCA Telemetry Project – Authorization to proceed beyond Task A1**

Chair Brown stated that the Board had asked for an update when the contract was 30 percent complete. Director Thomson stated that when the contract was originally brought to the Board he did have some concerns with the cost. He further stated he is pleased with the work done so far and would like to have the Executive Engineer move forward. Director Borrego stated that the advances in telecommunications are the trend of the future. She stressed that the system(s) be installed keeping in mind community concerns and they should be the least obtrusive as possible.

Director Thomson made a motion that the Board authorize AECOM to proceed beyond Task A1. Director Borrego seconded the motion. The motion passed (4-0).

**15. City of Albuquerque**

**a. West I-40 Diversion Channel Phase IV – Draft Joint Funding Agreement with the City of Albuquerque**

Mr. Lovato referred to the aerial location. He provided the Board with a draft funding agreement and pointed out that CoA will pay \$300K in lump sum. \$300K had already been received from a private company for construction. CoA would like to have a bike trail and if they do decide to include one they will design and pay for the cost, which will be part of an addendum. The last piece would be part of the AMAFCA right-of-way. Chair Brown advised that AMAFCA should proceed with finalizing the agreement.

**b. Marble Arno Pump Station – Draft Joint Funding Agreement with the City of Albuquerque**

Mr. Lovato referred to the aerial noting the temporary post office pond. He apologized for not having a draft funding agreement ready. He advised that CoA had completed Phase I of the project and is working on Phase II. One stipulation of the project is AMAFCA is requiring the property not be sold until a Letter of Map Revision (LOMR) has been approved. AMAFCA's portion will be approximately \$6M. The total cost of the project will be between \$18-22M. CoA



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is looking for federal funds to help with the costs. Director Thomson asked if the pumps would be replaced or rehabilitated. Mr. Lovato stated that the pumps will be replaced. The existing pump station will stay in place for now; a big hole will be dug to remove flood plain and will be the wet well for the new pump station. Director Thomson asked about the storage volume to which Mr. Lovato replied, 30 acre-feet.

**c. Singer Road Project – Status Report**

Mr. Lovato advised that this project came to the Board a few years ago. Right now AMAFCA's maintenance road is being impacted on the west side of the channel. A retaining wall will be added. This area will affect Chappell Road as well.

**d. Channel Road Phase II – Status Report**

Mr. Lovato stated that CoA is looking at completing the project as soon as possible and they are moving fast with a final design. New Mexico Department of Transportation will be taking care of El Pueblo. AMAFCA is requiring access at Hawkins. The United States Army Corp of Engineers (USACE) has not provided information back to AMAFCA. Director Thomson asked if there will be construction in the channel and if not, why is permission needed from the USACE. Mr. Lovato responded that there would not be construction in the channel; however, the project will be changing an inlet into the NDC from an open channel to a box culvert. He further stated that the person in charge of reviewing the plans had retired and the plans might not be reviewed locally. Chair Brown asked if AMAFCA could ask USACE if AMAFCA could do the review itself. He stressed that someone who has no knowledge of the North Diversion Channel will be conducting the review. Director Thomson suggested that the work be contracted out. Chair Brown opined that AMAFCA could do an independent review and it should be within the Executive Engineer's discretionary authority, and if not, bring it back to the Board. Director Thomson asked if it would consist of a Hydrological Analysis. Mr. Lovato replied, no, it would be structural. The hydraulic analysis was done about four years ago with the construction of a model at the University of New Mexico.

**16. Bernalillo County**

**a. South Second Street Project Development – Status Report**

Mr. Lovato introduced Mr. Roger Paul, BernCo Technical Services Director. Mr. Paul referred to the location aeriels and walked the Board through the three options that were drawn up by Parsons Brinkerhoff. He recapped how each option would influence the area and how each would play into the Southeast Valley Drainage Management Plan.



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**b. Southwest Valley Flood Reduction Project – Status Report**

Mr. Lovato stated the area has been seeded with alfalfa. USACE will be planting willows in the island area.

Mr. Bingham presented the possible schedule as follows:

<b>Task</b>	<b>Design</b>	<b>Construction</b>
Pond 187A	Complete	NTP 5-4-15
Pond 187 Outfall – Waterline	End of June	Fall 2015
Pond 187 Outfall – Storm Drain	End of June	Winter 2015-2016
Pond 187 Conveyance	End of May	Winter 2015-2016
Isleta Drain Diversion Structure	End of August	Spring 2016

Five major drain crossing structure upgrades were completed in the summer of 2014. Still to be completed will be the enlargements of the Isleta, Armijo, and Los Padillas Drains.

The tasks left to do include as-builts, grading certification, irrigation ditch operations, final seeding of pond and the Isleta Drain Diversion Structure.

The upcoming milestones/other projects are as follows:

- SWVFRP Project Public meeting on May 18, 2015
- Arenal Road Construction – Bid in June
- Approval of OMRRR – Overarching maintenance document of the MRGCD drains

Mr. Paul advised that BernCo has no funding for dirt removal or the widening of the MRGCD drains. BernCo is looking at having companies who need dirt come and take it out material.

There were no questions.

**c. RFK Bridge Update**

The anticipated expansion of the Amole Dam into the Guac dam site east of Unser Boulevard would require the removal of approximately five hundred feet of the existing Amole Arroyo Channel where the proposed pedestrian bridge would be located. Another bridge location over the Amole del Norte channel would work, and if it was made wider, would accommodate AMAFCA maintenance vehicles. To allow access for AMAFCA maintenance, staff requested that RFK consider widening the bridge to twelve feet and upgrading it to withstand HS20 loading. Cost estimates indicate the increase in cost to allow AMAFCA maintenance access across the Amole del Norte Channel would be \$35,000.



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Chair Brown inquired about a timeline. Mr. Bingham responded that they would like to do as soon as possible for the safety of the students. APS received a Legislative Grant in the amount of \$125K to spend; however, some of the money will need to go towards design. Director Eichenberg asked why AMAFCA needs a road for access and if the \$30K is just giving AMAFCA better access. Mr. Bingham responded that as it is now, there is limited access to that portion of the dam. Director Borrego asked if the state's funds had been spent. Mr. Bingham advised that the funds are in escrow. Director Eichenberg voiced his concern that a pedestrian bridge for students is being utilized for vehicle access as well. Director Borrego asked if a trail could be done in that area. Director Thomson opined that if a pedestrian road being converted to a vehicular road can be done for \$35K it is a great deal. Director Borrego stated that it appears the project has already started and AMAFCA should help to finalize the project. Chair Brown advised to proceed.

**17. Ditch Safety 2015 – Presentation by the Ditch Safety Coordinator**

Ms. Dezaree Vega Garcia, Griffin and Associates, briefed the Board on the Ditch Safety Program. She advised that the program now has new characters and they have stepped away from using the Ditch Witch character. The Ditch Safety Program has been rebranded and there is a new tag line. She provided stickers to the Board and referred to the new poster. Mr. Lovato stated that AMAFCA still participates in the swim pass program and funds have increased. Ms. Vega Garcia concurred and stated that this year they tried different tactics and hand delivered information as opposed to a mass mailout. Director Borrego asked for clarification on the rebranding cost. Ms. Vega Garcia stated that the \$15K was for rebranding. Ms. Vega Garcia thanked the Board for their time.

**18. Field Highlights**

**a. Construction Report**

The memo from Mr. Kurt Wagener, AMAFCA Field Engineer, contained a summary of current construction projects.

**b. Field Report**

Mr. Wagener gave a report of various projects and events over the past month, answering several questions from the Board during his presentation.

The slides opened with a picture of a snake in the middle of the road at High Desert, followed by a picture of Chair Brown presenting Ms. Irene Jeffries with her retirement plaque. The presentation also covered some of the following: a homeless camp that set up a tent on a pallet tied off to keeping to from moving down the Embudo Channel, the ABCWUA discharge that colored concrete near Love Well #7 on the Embudo channel orange. There were various pictures that



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included: South Domingo Baca Illicit Discharge, AMAFCA Water Sampling by Ms. Savannah Martinez - UNM Intern, AFD Swift Water Rescue Training, Manual Trash Pickup at the NDC. Also shown were various pictures of the AMAFCA crew doing concrete work in the NDC, Levee drain ditch cleaning at the NDC, and Tiger teeth repair at SDC. Contractor doing sediment removal at NDC, pictures of the Hahn inspection in anticipation of the handoff to CoA, and various pictures of the Pond 187 Laser Leveling for alfalfa planting, seeding, willows, etc.; before, during, and after pictures of the Calabacillas Grade Control Structure 6a, along with Girl Scout Troop 10292 at the Owl Habitat installed there, before, during, and after pictures of the NDC Grade Control Structure "Bathtub" Project including the equipment crossing, the Agency and Area-Wide 2014-2015 Pre-Con meeting, the ACEC Award Dinner Award presentation for the Calabacillas 7a submitted by Bohannon Huston, and closed with a picture of Mr. Jerry Lovato with AMAFCA and Mr. Daniel Aguirre with Wilson and Company smiling after the ACEC award presentation for Boca Negra Dam.

Chair Brown acknowledged Mr. John Kelly with the MRGCD Board. Mr. Kelly invited the Board and staff to a memorial dedication for former Counselor and Commissioner Patrick J. Baca. The event was planned for 1:30 p.m. on Monday, May 27, 2015 at the Atrisco Heading Parcel.

**19. Real Estate**

**a. Sevilla at Andalucia Subdivision – Approval of Private Drainage License**

Ms. Lynn Mazur, AMAFCA Development Review Engineer, stated that at the February Board meeting the proposed license was discussed. It is a three-party license between AMAFCA, Pulte, as owner of the project, and the Home Owners Association (HOA) as the end user who will provide long-term maintenance of the swales.

Since the February Board meeting there have been changes to the license. Ms. Mazur highlighted the following changes that were suggested by AMAFCA's legal counsel:

- Added Standard Form Liability Insurance
- HOA will be a viable entity and shall maintain its standing at all times
- State statute has a 50-year time-period on licenses, and AMAFCA's time period is 20 years, which can be an undue burden. An automatic renewal after 20 years for a total of 40 years was suggested
- HOA will maintain swale area and they will clean up trash

Ms. Mazur recommended that the Board authorize the Executive Engineer to approve the license with changes as summarized.



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Director Borrego asked if the developer becomes a different entity; should there be added verbiage. Ms. Mazur responded that once the builder builds the infrastructure and turns it over to the HOA, they are out of the picture.

Director Thomson made a motion that the Board authorize the Executive Engineer to issue the Private License Agreement for Drainage Facilities within the San Antonio Arroyo Easement as Related to Sevilla at Andalucia Subdivision. Director Borrego seconded the motion. The motion passed (4-0).

**b. Closed Session to Discuss Purchase of Property for AMAFCA (§10-15-1(H)  
(8))**

Chair Brown stated that discussion of the purchase of property for AMAFCA would be in closed session.

Director Borrego 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 Meeting Act, A Compliance Guide for New Mexico Public Officials and Citizens,”* seventh edition, 2010, to discuss the potential acquisition of real estate. Director Thomson seconded the motion.

Chair Brown stated that the closed session would be for purposes of discussion only, regarding a potential acquisition of real estate. The motion passed (4-0), on a roll call vote.

Chair Brown closed the meeting at 12:29 p.m.

Director Eichenberg made a motion that the meeting be re-opened and stated that nothing was decided in the closed session. Director Thomson seconded the motion, which passed (4-0), on a roll call vote.

Chair Brown reopened the meeting at 12:46 p.m.

Director Eichenberg made a motion that the Board give instructions to staff and AMAFCA’s legal representative to wait and see if they hear back from the seller. Director Thomson seconded the motion, which passed (4-0), on a roll call vote.



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**20. Tijeras Arroyo Facility Management Plan – Project Outline**

Ms. Lynn Mazur, AMAFCA Development Review Engineer, stated the Tijeras Arroyo covers a large watershed area of approximately 135 square miles from Interstate 25 to Sedillo Hill. The length of the arroyo is 21 miles, of which about 11 miles are within AMAFCA's boundary. Much of it is an uncontrolled arroyo that flows through undeveloped or sparsely developed land.

Staff is proposing an extensive restudy of the arroyo, including property ownership research, literature review, hydrologic and hydraulic (H&H) analyses, sediment transport analysis, prudent line (erosion envelope) analysis and recommendations for arroyo stabilization. The most recent H&H study was in 2008 by Resource Technology, Inc. The study used a HEC-HMS hydrologic model to re-evaluate the 100-year and 500-year flow rates, and a HEC-RAS hydraulic model for the reach from just east of Interstate 25 to the Rio Grande. The final report was never completed, and the H&H models cannot be located. The CoA completed the last comprehensive study of the arroyo in September 1989.

Ms. Mazur stressed the importance to perform a new study of the Tijeras Arroyo for two reasons. The first is the recent residential development next to the arroyo, Juan Tabo Hills, is using the flow rates from AMAFCA's 2008 study and the prudent line from the City's 1989 DMP. A grade control structure may be warranted at the drainage outfall of the new phase of development, known as Juan Tabo Hills Estates. The second reason is the history of erosion problems at crossing structures and sanitary sewer facilities further downstream. AMAFCA staff and crews have been out to inspect erosions east of the University Boulevard crossing and to help repair a sanitary sewer crossing with the Water Utility Authority (WUA) further upstream. Kirtland Air Force Base (KAFB) has also done some improvements on the arroyo, and staff is aware of the failure of at least one grade control structure on base. This very unstable arroyo keeps changing shape.

AMAFCA is calling the proposed study a Facility Management Plan since recommendations will be made for arroyo management and improvements. No recommendations for drainage facilities in the upstream watershed will be made. Staff would like to have the study included in the FY 2016 Project Schedule and plans to present it at the agency-wide Tech Team review meetings. Since the study will benefit CoA, BernCo, ABCWUA, and KAFB, AMAFCA may approach those agencies for a cooperative funding agreement when the study commences. Ms. Mazur presented a Google Earth presentation put together by Mr. Kevin Troutman, AMAFCA GIS Manager, showing the entire route of the Tijeras Arroyo, including the areas outside of AMAFCA's jurisdiction. The presentation was an informational item and more information will be covered in a future Board meeting.





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**21. AMAFCA FY-2016 Budget**

**a. Draft FY-2016 Operating Fund Budget**

Mr. Herman Chavez stated there have been slight changes since the first draft was presented to the Board. The MS4 program now has its own line item to breakdown what should be considered separate items for planning, design, and maintenance. Per the request of the Board, the County Assessor's office was contacted and after speaking with both contacts Mr. Chavez is confident with the three percent increase as forecasted, especially with the seven large apartment complexes that have come on line this year. Director Eichenberg stated that there should not be a plan to increase commercial revenues. He further stated that the Assessor's office has not done a good job in the last two years. Chair Brown stated there is a low mix of foreclosures being sold. Director Borrego mentioned that she appreciated the MS4 line item being separated. She asked if the Telemetry Project is equipment. Mr. Lovato responded that it would be construction, but it would make sense to have a telecommunications item. Mr. Chavez will make the suggested change to the non-residential projection. Director Thomson asked if the project manager position is included in the budget. Mr. Chavez responded, yes. There had been a line item added to the budget which encompasses the need for renewing Professional License(s), which will be tracked separately from the Training line item. Director Thomson asked about the Storm Water Quality Program being zeroed out. Mr. Chavez responded that the new budget had placed it the MS4 Program line item.

**b. Draft FY-2016 Contingency Fund Budget**

Mr. Herman Chavez stated that there were no changes from the last draft presented to the Board. There were no questions.

**c. Draft FY-2016 Construction Fund Budget**

Mr. Herman Chavez stated that the only changes to the Construction Fund Budget are to Exhibit B where it shows Projects in a 1, 2, and 3-tier format. Tier 1 is for the most important project(s) on down to Tier 3 being the least important. The budget numbers involved how the Bonds funds need to be spent. All projects that have been added are in bold type. There were no questions.

**d. Draft FY-2016 Building & Yard Fund Budget**

Mr. Herman Chavez stated that there were no changes from the last draft presented to the Board. Director Thomson asked if the budget shows the projected retaining wall and yard improvements. Mr. Chavez replied, yes.



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**e. Draft FY-2016 Unassigned Fund Budget**

Mr. Herman Chavez stated that there were no changes from the last draft presented to the Board. There were no questions.

**22. Unfinished Business**

**a. Hernandez Diversion Discussion**

Mr. Lovato showed the Board a sample sign from an AMAFCA project versus a highway sign to place on the site that will be dedicated for this project. He stated that there is a kiosk already installed on the BernCo piece. The Board concurred with the sample sign. Mr. Lovato asked if a tentative date of Saturday morning, May 30, 2015, would be a good date for the dedication. This would be after the May Board meeting. The Board had no questions and agreed to finalize the time and date in the future.

The floating agenda item discussed earlier in the Board meeting was not utilized.

**23. New Business**

None.

**24. Adjourn**

There being no further business to come before the Board, Chair Brown adjourned the meeting at 1:35 p.m.

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Tim Eichenberg, Secretary-Treasurer, 5/28/15

Recorded by Guylene Harris, Executive Administrative Assistant