

EASTERN SANDOVAL COUNTY ARROYO FLOOD CONTROL AUTHORITY

Minutes of Working Session 17 May 2011

WORKING SESSION

1. Call to Order at 10:15 AM
2. Chair's Comments: Chairman Reyes stated that effective today, Mike Castillo will assume all responsibilities as the Executive Engineer and Mr. Blair will act as an advisor.

Roll Call: All present; Counsel Cadigan was absent.

3. Work Areas: Mike Castillo (handout): Mr. Castillo handed out a one page diagram entitled ESCAFCA Work Program. He briefed the Board on the reduction in area resulting from HB306. He then discussed the ESCAFCA Work Program (handout) as follows:

1. Administrative
 - He intends to hire part-time secretarial help for 8-12 hours per week. He introduced Tanya Mortensen who works for the Town of Bernalillo part-time and might be available.
 - He reviewed some examples of ARCVIEW mapping (handout) which would be the type of technology he proposes to acquire.
 - He reported that Modesto Tapia has been helping in budget development and account procedures.
2. Finance
 - The budget process is under way; revenue is very uncertain.
 - He intends to look for new sources of new revenue.
3. Communication Liaison
 - Government requires widespread coordination.
4. Technical Review/Document Preparation
 - Organize and index all documents by category.
 - Setup good electronic mapping system.
5. Construction Projects: Deferred
6. Operations & Maintenance
 - Develop a skeleton response plan for emergencies.

Chairman Reyes suggested considering public relations services in Category 3.

4. FY2012 Budgets

- a. Debt Service [m/o]: Mr. Blair reviewed the budget and the Board had no changes.
- b. Project Fund [m/o]: Accountant Tapia recommended moving a pipeline safety contract from Operations budget to the Project budget for \$50,000. There were no other changes.
- c. Operating Fund [m/o]: The \$50,000 pipeline grant was moved to Project Fund. Other adjustments were made to Contractor amounts.

5. Discussion: Engineering Report [m/o]: Briefly discussed.

6. Project Discussion

a. Algodones – Mr. Castillo reported that NMDOT is looking at ESCAFCA use of the “gore” area at the interchange for a pond.

b. Mid-Bernalillo Conveyance – Discussion centered on options 3 & 4, particularly the need for ponding areas east of I-25. Concern was expressed over the amount of right of way needed for the two options. Consensus was to continue to work on options 3 & 4 but to explore other possibilities with NMDOT, Corp of Engineers, Sandia Pueblo, and the Forest Service for possible upstream facilities. In brief discussion about acquiring Tract 77, the Board's consensus was to defer any action until ownership can be firmly established.

c. Athena Pond – This is the front running project. The Board urged coordination with the Town of Bernalillo to finalize to design concept and MOU.

(On both the above projects, working session is to be scheduled with the Town Council, and public meetings scheduled.)

d. LOMR

1. Las Huertas – Work will be halted until the Board takes further action.

2. Bernalillo – The Board expressed a desire to move ahead.

e. Placitas Projects: Work will be halted until the Board takes further action.

1. Tecolote Rd.

2. Juniper Rd.

3. Camino de la Ciruela

7. Concluding Remarks: Mr. Blair recommended reading the Wall Street Journal article (mailout), especially regarding 100 year floods.

8. Adjourn at 2:13 PM. Motion to adjourn made by Director Torres; second by Director Sandoval. Passed unanimously.

Minutes of Regular Meeting 17 May 2011

REGULAR MEETING

1. Call to Order at 2:18 PM.

2. Pledge of Allegiance led by Chairman Reyes

3. Roll Call: All present; Counsel Cadigan was absent.

4. Approval of Agenda [m/o]: Motion to approve agenda made by Director Sandoval; second by Director Torres. Passed unanimously.

5. Introduction of Guests: None

6. Chair's Report: None

7. Approval of minutes: Regular meeting of 03 May 2011[m/o]: Approval of minutes of Regular meeting of 03 May 2011 made by Director Sandoval; second by Director Torres. Passed unanimously.

8. Financial Report: (handout): Item deleted.

9. Discussion: EPA MS4 Watershed Based Permit: Sarah Holcomb, NMED: Sarah Holcomb gave a presentation to the Board regarding the Watershed Based MS4 Permitting Pilot in the Middle Rio Grande.

10. Action/Discussion: Resolution 2011-10 Debt Service Budget for FY 2012 [m/o]: Motion to approve Resolution 2011-10 Debt Service Budget for FY 2012 made by Director Torres; second by Director Sandoval. A roll call vote was taken with the following results: 3 in favor

Chairman Reyes – yes

Director Torres – yes

Director Sandoval – yes

11. Action/Discussion: Resolution 2011-11 Project Fund Budget for FY 2012 [m/o]: Motion to approve Resolution 2011-11 Project Fund Budget for FY 2012 made by Director Sandoval; second by Director Torres. A roll call vote was taken with the following results: 3 in favor

Chairman Reyes – yes

Director Torres – yes

Director Sandoval – yes

12. Action/Discussion: Resolution 2011-12 Operating Fund Budget for FY 2012 [m/o]: Motion to approve Resolution 2011-12 Operating Fund Budget for FY 2012 made by Director Sandoval; second by Director Torres. A roll call vote was taken with the following results: 3 in favor

Chairman Reyes – yes

Director Torres – yes

Director Sandoval – yes

13. Discussion/Action: Public Relations Services: Chairman Reyes suggested that ESCAFCA not engage into a contract with Public Relation Services. He stated that Cadigan & Associates could perform these duties under Mr. Cadigan's current contract. Mr. Castillo expressed that he felt the job was too big for one person. Director Sandoval stated that he would like to see the website kept more up to date. Director Torres stated he felt ESCAFCA should stay away from spending PR money. He offered letting ESCAFCA use the staff at City Hall, on occasion.

a. Cancel RFP: Motion to cancel RFP made by Director Torres; second by Director Sandoval. Passed unanimously.

b. Extend Griffin Contract for website services only until 30 August 2011. Chairman Reyes asked Mr. Castillo to negotiate a contract with Griffin & Associates to extend their contract for website services only and bring it up again at the next Board meeting as an action item.

14. Executive Engineer's Report: Mr. Blair asked if the Board wanted to change the time of the Board meetings. Director Sandoval expressed concern about changing the time. His concern was that constituents would not be able to attend during the day and having the Board be accused of non-transparency. No decision was made.

15. Public Comment [limit to 3 minutes]: None

16. Adjourn at 3:13 PM. Motion to adjourn made by Sandoval; second by Director Torres. Passed unanimously.

Regular meeting 6 PM, Tuesday 21 June 2011, at Bernalillo Town Hall

Submitted by Kristi Winters

Wayne Sandoval, Board Secretary

Audio recording is on file.