

EASTERN SANDOVAL COUNTY ARROYO FLOOD CONTROL AUTHORITY

Minutes of Regular Meeting 15 November 2011

1. **Call to Order at 6:03 PM**
2. **Pledge of Allegiance led by Chairman Reyes.**
3. **Roll Call:** Chairman Reyes, present; Director Sandoval, Present; Director Torres, absent.
4. **Approval of Agenda:** Motion to approve agenda made by Director Sandoval; second by Chairman Reyes. Passed unanimously.
5. **Introduction of Guests:** David Thompson, Thompson Engineering Consultants; Chuck Easterling, Easterling Consultants; Dan Hogan, Molzen-Corbin; Elvidio Diniz, Weston Solutions; Walt Kuhn, Tetra Tech; Rob Demeule, Huitt-Zollars; Scott Armstrong, Bohannon Huston; John Orozco, Byte Service; Tony C de Baca, Town of Bernalillo; Mel Bentz, ANAI.
6. **Chairman's Report:** Deferred.
7. **Approval of Minutes: Regular Meeting of October, 25th, 2011:** Motion to approve minutes of Regular Meeting of October, 25th, 2001 made by Director Sandoval; second Chairman Reyes. Passed unanimously.
8. **Discussion and Action:**
 - 8.1 **Selection of Awardees for On Call Engineering Services and Authorization of Executive Engineer to Negotiate and Execute Contracts with Awardees:** Mike Castillo stated that the response to the Request for Proposal was good. Larry Blair presented the tabulated results of the selection process. Chairman Reyes asked if the tabulation was available to view. Mr. Blair stated that the tabulation was included with the packet given to the Board. Chairman Reyes asked Mr. Blair to describe how the results were tabulated. Mr. Blair reviewed the selection process and the tabulation of scores. Chairman Reyes asked that the scores be announced. Mr. Blair read the scores. Mr. Castillo recommended that the top five respondents be chosen. Director Sandoval asked how contracts and payments would be handled. Mr. Castillo stated his understanding that all five firms would be contracted, used as needed, and paid only for work done. Michael Cadigan confirmed that the current task order process will be used. Chairman Reyes stated his support of Mr. Castillo's recommendation and asked if the same contract would be applicable to all parties. Mr. Cadigan stated that a draft contract has been drawn up, which does allow for very minor negotiations and that the Board has the right to refuse any contract not in its best interest. Mr. Castillo clarified for Director Sandoval that the award only affects future projects and not those currently in progress. Motion to award the contract to Wilson & Company, Huitt-Zollars, Easterling Consultants, Molzen-Corbin, and Bohannon Huston made by Director Sandoval; second Chairman Reyes. Passed unanimously.
 - 8.2 **Re-Districting Resolution:** Mr. Cadigan briefed the Board on the proposed redistricting. Mr. Cadigan presented a map showing the new district boundaries. Chairman Reyes asked what the legal requirements for public involvement are. Mr. Cadigan stated that the resolution must be adopted at a properly noticed public meeting with published minutes. Chairman Reyes asked about the population number for the proposed districts. Mr. Cadigan stated that he would have numbers available at the next meeting. Mr. Cadigan described the geography of the districts in further detail at the request of Director Sandoval. Director Sandoval stated his desire that the proposed districts be presented to the public for comment and asked if the boundaries can be moved. Mr. Cadigan stated that, due to state law prohibiting the splitting of precincts, there is not much flexibility. Mr. Cadigan provided the Board with options regarding public involvement. Director Sandoval stated that he would like to have as much public comment on the resolution as possible. Chairman Reyes asked about the deadline for enacting the resolution. Mr. Cadigan stated that the resolution needs to be adopted by spring 2012. Chairman Reyes stated that he would like to take action as soon as possible. The Board discussed options for notifying the public. Chairman Reyes stated that he would like to have the resolution on the agenda for discussion at the December meeting and vote in January. Director

Sandoval asked if the State needed to be involved. Mr. Cadigan stated that districting is left up to the Board. Future redistricting by the State will not affect the proposed map. A notice regarding the resolution will be published and included with water bills. Additional information will be available on the website.

8.3 Extend "Pinnacle" negotiator contract extension: Mr. Castillo stated that he contacted the negotiator, who has agreed to extend the contract for one year. Motion to approve the extension agreement made by Director Sandoval; second Chairman Reyes. Passed unanimously. Mr. Cadigan stated the need to locate and retain the services of an appraiser. Closing on S. Hill Road property cannot be completed without an appraisal. The Board discussed the availability and qualifications of appraisers in the area. Mr. Cadigan stated that the contract would need to be publicly bid if it exceeds a certain threshold. Director Sandoval asked that no action be taken until the exact threshold is determined and stated his preference for a local appraiser. Chairman Reyes asked that Mr. Cadigan and Mr. Castillo work together in contacting appraisers and determining if a Request for Proposal will be necessary.

9. Accountants Report Discussion and Acceptance:

9.1 October 31st, 2011 Monthly Financial Report: Mike Castillo briefed the Board on the October 31st, 2011 financial report.

9.2 October 31st, 2011 Monthly Bank Reconciliations: Mike Castillo briefed the Board on the October 31st, 2011 bank reconciliations. Motion to approve monthly financial reports made by Director Sandoval; second Chairman Reyes. Mr. Cadigan stated that either a motion accepting both portions of the budget or a motion accepting each portion individually is required. Motion to approve all portions of the budget made by Director Sandoval; second Chairman Reyes. Passed unanimously.

10. Executive Engineer's Report:

10.1 Capital Project Update:

10.1.1 Athena Pond: Mr. Castillo briefed the Board on Athena Pond project. The project is progressing well with approval from the town. Chairman Reyes and Mr. Castillo will coordinate regarding a final agreement. Director Sandoval stated that the town will need to be informed that they are responsible for any improvements beyond those necessary for flood control.

10.1.2 S. Hill Road – North Pond: Mr. Castillo briefed the Board on his efforts to locate and communicate with the property owner.

10.1.3 S. Hill Road – County Property Pond: Mr. Castillo briefed the Board on his communications with the County regarding the project. Chairman Reyes stated that the County Manager should present the project to the County Commission. Director Sandoval asked if a resolution demonstrating support from the town might also be presented. Mr. Castillo will pursue this.

10.1.4 NMDOT N. Interchange Ponding (Gross Property): Mr. Castillo stated that the project is on standby due to a property ownership dispute. New sources of information are being pursued. Chairman Reyes asked if Wilson & Company can be assigned the task. Mr. Castillo stated that Wilson & Company has been, and will continue to work on it. The issue will be resolved.

- Director Sandoval stated his desire to see a project started in Algodones. Chairman Reyes agreed. The Board discussed initiating talks with property owner Al Baca.
- Mr. Cadigan presented the Board with further information regarding the monetary threshold for publically bidding the appraiser contract and population numbers within the proposed districts.
- Mr. Castillo presented the Board with reports from Wilson & Company. Not much change since last meeting. Placitas LOMR letters have been mailed. Angela Valdez addressed the Board regarding public notification and feedback she has received. Chairman Reyes requested that he receive a hard copy of all documents via USPS.

10.2 Administrative Update:

10.2.1 FY 2012 Draft Operating Budget Worksheet: Mr. Castillo addressed the Board regarding the Fiscal Year 2012 budget. Some of the details have changed but the numbers are primarily the same. Mr. Castillo described the budget in detail. Chairman Reyes asked that action be taken to

approve the budget and the associated resolution at the next meeting. Chairman Reyes stated a need to adhere tightly to the budget due to a shrinking tax base.

10.2.2 Web Page: Mr. Castillo briefed the Board on the changes in website administration and design.

10.2.3 Audit Progress: Mr. Castillo stated that the records are in good shape, but no real progress has been made. Audit must be completed by December 1. Mr. Castillo will contact auditor.

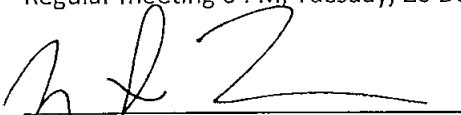
10.2.4 Watershed-Based MS4 Pilot Permit: Mr. Castillo stated that the EPA will continue to push for a Watershed-based permit; however, ESCAFCA has yet to receive an official letter from them.

10.2.5 MRCOG Levy Task Force: Mr. Castillo and Mr. Blair briefed the Board on the activities of the Levy Task Force.

11. Public Comment: Pleased that Algodones is still being considered for future projects. Asked where Mr. Castillo's office is located.

12. Adjourn at 7:30PM: Motion to adjourn made by Director Sandoval; second Chairman Reyes. Passed unanimously.

Regular meeting 6 PM, Tuesday, 20 December 2011, at Bernalillo Town Hall.


Submitted by Nicholette Susco-Taylor


Wayne Sandoval, Board Secretary

Audio recording is on file.