

**SOUTHERN SANDOVAL COUNTY ARROYO FLOOD CONTROL AUTHORITY
(SSCAFCA)
MINUTES OF SEPTEMBER 16, 2011
BOARD OF DIRECTORS REGULAR MEETING**

CALL TO ORDER.

The regular meeting of the SSCAFCA Board of Directors was called to order by Mark Conkling, Chairman, at 9:050 a.m.

ROLL CALL OF DIRECTORS.

Directors in attendance were Mark Conkling, James Fahey, Steve House and Donald Rudy. John Chaney was noted as absent. Chuck Thomas, SSCAFCA's Executive Engineer, Bernard Metzgar, SSCAFCA's attorney, and members of the public were also present.

PLEDGE OF ALLEGIANCE.

The Board was led in the Pledge of Allegiance by Mark Conkling.

APPROVAL OF AGENDA.

A motion was made by Jim Fahey to approve the Agenda as presented. It was seconded by Steve House and passed unanimously.

ANNOUNCEMENTS.

Announcements were made by Mark Conkling that all electronic devices needed to be turned off during the meeting and that the microphones are voice activated.

STAFF REPORTS.

Executive Engineer:

1. Action/Acceptance of Resolution 2011-14 Infrastructure Capital Improvement Plan.

Mr. Thomas presented Resolution 2011-14 to the Board. He stated that since the last meeting, staff has met with the Village of Corrales and the City of Rio Rancho to coordinate requests. Minimal changes have been made to the description of the projects. There were several projects where all the entities were requesting money from capital outlay. These were noted on the Plan with the understanding that they were regional issues that multiple entities were trying to address.

A motion was made by Jim Fahey to accept Resolution 2011-14 as presented. It was seconded by Steve House. Roll call vote: Mark Conkling, yes; Jim Fahey, yes; Steve House, yes; Donald Rudy, yes. The motion carried 4-0.

2. Action/Acceptance of Fence Relocation Agreement with AMREP Southwest, Inc. for Wilpett Ponds.

Mr. Thomas stated that when the survey was completed on the Wilpett Ponds, some of the boundary fence of the ponds was slightly out of line with the adjacent platted properties. The distance ranged from below one inch up to a maximum of seven inches. This is a resolution that acknowledges those encroachments and outlines who is responsible to correct them should it be needed.

A motion was made by Donald Rudy to accept the Agreement as presented. It was seconded by Steve House and passed unanimously.

3. Discussion of New Mexico Department of Transportation request to purchase SSCAFCA property.

Mr. Thomas stated that The NMDOT has requested the purchase of two small pieces of SSCAFCA's property. They are necessary for the continued expansion of Paseo del Volcan to put in the lanes on the west side. There is a box culvert under construction and will be expanded so there is no impact to the drainage plan, but will actually be an improvement for SSCAFCA. There is no formal agreement developed and put in place yet. Mr. Conkling asked that the Executive Committee be authorized to review the finalized agreement after approval by the Board.

A motion was made by Steve House to approve the sale of the property and authorization as presented. It was seconded by Jim Fahey and passed unanimously.

4. Discussion of Renewal of Agreement with United States Geological Survey (USGS) for the Rainfall/Runoff Monitoring Program.

Mr. Thomas reported that this is an ongoing contract that has been renewed on an annual basis. It provides for monitoring rain gauges and for monitoring flow in the arroyos. The total cost of the project is \$46,100.00. SSCAFCA's portion is \$24,100.00. The difference in this year's contract is that last year's contract had \$10,000.00 set aside for water quality measuring that was not used, so there was a surplus element. One of the things that was done was to install a full gauge monitor at the Calabacillas Arroyo to allow full flow monitoring. This cost will be split with AMAFCA. Also, a full flow gauge was added to the La Barranca Arroyo.

Fiscal Services Director:

1. Recognition/Acknowledgment of the Fiscal Services Report for August 31, 2011.

Ms. Debbie Casaus stated that after two months of fiscal year 2012, the operating property tax revenue is at .3% lower than the same time last fiscal year. Debt service is 1.8% lower. Staff has done some calculations and been in contact with RBC Capital and DFA, and it appears that this year's operating mil levy is increasing to 2.44 for residential and .906 for non residential. This is done by DFA and is basically holding revenue at the same level. SSCAFCA has seen a huge dip in its assessed valuations this year by almost 7%. Based on holding revenue the same and the drop in the assessed valuation, this caused the slight increase in the general operating mil levy.

Ms. Casaus stated that on the debt service side, SSCAFCA is also seeing an increase in its mil levy from .87 to 1.023. This is about a 17% increase over the mil levy that SSCAFCA has had in the past and is strictly due to the assessed valuations. This is mostly based on re-appraisals that the assessor's office did. This is out of SSCAFCA's control. Mr. Conkling stated that this is minimal and that SSCAFCA has not raised taxes.

Ms. Casaus stated that the general fund budget is at 8.29% of the total budget and SSCAFCA is currently 17% through the fiscal year. Staff continues to monitor expenditures. City of Rio Rancho permits are down by about 42% compared to last year at this same time. The interest earned on funds with the State Treasurer's Office was at a rate of .226% compared to a U.S. Treasury bill at .010%.

The Board recognized and acknowledged the Fiscal Services Report.

2. Action/Acceptance of contract renewal for General Maintenance Services with no requests for changes with:

- a. Santiago's Native Landscaping, LLC;
- b. RAC Construction, Inc.;
- c. CBKN Dirtworks;
- d. WebbCorr Construction, LLC.

Ms. Deborah Casaus stated that staff is asking for renewal for the four contractors above. These are the four that SSCAFCA has had on contract and there are no requests for changes. This is the last renewal on these contracts so they will be up for RFPs next year.

A motion was made by Steve House to approve the contract renewals as presented. It was seconded by Donald Rudy and passed unanimously.

3. Action/Acceptance of contract renewal with Manuel Lujan Agencies for Insurance Services with no request for changes.

Mr. Deborah Casaus stated that staff is asking for renewal for the second year of this contract with no changes.

A motion was made by Jim Fahey to approve the contract renewal as presented. It was seconded by Donald Rudy and passed unanimously.

4. Action/Acceptance of contract renewal with AMEC Earth and Environmental for Data Asset Management Program Services with no request for changes.

Mr. Deborah Casaus stated that staff is asking for renewal of this contract with no changes and that there are a few items to be finished up with regard to training and other items from the original task order.

A motion was made by Jim Fahey to approve the contract renewal as presented. It was seconded by Donald Rudy and passed unanimously.

Administrative Services Director:

1. Education Outreach Update.

Ms. Catherine Conran stated that this program has been expanded from 10 classes in Rio Rancho to 22 classes. The River Xchange Program has taught children what SSCAFCA is trying to do. The program video was played for the Board. Ms. Conran stated that one of the things they wanted to instill in the children is that they can make a difference. The educational component is part of SSCAFCA's NPDES MS4 requirements.

Field Services Director:

1. Update on Gateway Pond Project.

Mr. Jim Service stated that the wall in Gateway Pond project has been stripped and completed. They are forming the monuments right now. The concrete for the monuments should be placed either Tuesday or Wednesday next week. The only problem may be that the adhesive may be temperature sensitive, so this might be a problem with the panels not getting on until the spring of next year. The artist seems confident that the material she is using is not that sensitive so this project should be completed in the next couple of weeks.

2. Corrales Heights Dam Project Closeout.

Mr. Jim Service stated that the Corrales Heights Dam has been completed. Staff is waiting to do the closeout package to ensure that everything is done to specifications and get the final change order in.

CHAIRMAN'S REPORT.

Mr. Conkling stated that a professional development educational session for board members has been recommended and SSCAFCA should hold a special meeting in the SSCAFCA office and invite ESCAFCA to go over the open meeting act, inspection of public records, ethics, past regulations and quasi judicial hearings and other things that have changed over the years. Attorney Randy Van Vleck, of the New Mexico Municipal League, does these kind of presentations and would be paid to come in to go over these issues. The date of October 14, 2011 was chosen after a discussion. Staff will verify with Mr. Van Vleck.

Mr. Conkling stated that Laura Davis is retiring at the end of this month after ten years of service to SSCAFCA. He called her in and presented her with a gift and a note of appreciation for her service to SSCAFCA.

BOARD OF DIRECTOR'S COMMENTS.

Mr. Rudy stated that starting last year, SSCAFCA got together with the City of Rio Rancho in an operation to start cleaning up a lot of the trash in the arroyos. SSCAFCA was very pleased by the level of enthusiasm and cooperation of all organizations involved. This led to a request to the State Legislature to pass a memorial to stimulate the cleanup of the arroyos. MRCOG was named to administer the program and it has a clean arroyos task force which has cleaned up many arroyos this past summer. SSCAFCA is still in the middle of meetings on this program and there will be a response on the program to the Legislature in November.

Mr. Thomas stated that a series of banners under the Trek initiative have been delivered to all middle schools and high schools where there will be high exposure.

COMMITTEE REPORTS.

None.

PROPERTY MATTERS.

Mr. Conkling stated a new matter has been added to SSCAFCA's regular meeting Agenda. This will be the place where SSCAFCA reports on its buying and selling of properties and will provide a tracking report for auditors and the DFA. This has been recommended by counsel and staff.

ACTION/APPROVAL OF THE MINUTES OF JUNE 17, 2011 AND JUNE 27, 2011

A motion was made by Donald Rudy to approve the minutes of the meetings of June 17, 2011 and June 27, 2011 as presented. It was seconded by Jim Fahey and passed unanimously.

ATTORNEY'S REPORT.

None.

FOR YOUR INFORMATION:

1. SSCAFCA received the City of Rio Rancho Bicycle and Pedestrian Master Plan on August 26, 2011.

Mr. Conkling stated that staff will review this Plan to ensure that it flows well with SSCAFCA's plans.

PUBLIC FORUM.

Mr. Ron Meyer stated that he wanted to acknowledge the Executive Director, Mr. Thomas, for meeting with him earlier this week to discuss the unnamed watershed. In casual conversation, he had mentioned to Mr. Conkling the CASA Walk-A-Thon which is taking place on September 24, 2011 at Intel. He stated that each time a foster child is assigned to a home, they are also assigned to a CASA volunteer. There are 51 children and 19 volunteers. The reason for the walk-a-thon is because funding was cut and there is a serious funding problem. He is here to enlighten the Board on this issue. Mr. Conkling stated that Mr. Meyer should work with staff to see if some kind of contribution can be made to the program by SSCAFCA.

OTHER BUSINESS.

Next Regular Board Meeting is on Friday, October 21, 2011 at 9:00 a.m.

ADJOURNMENT.

A motion was made by Jim Fahey and seconded by Donald Rudy to adjourn the meeting. It was carried unanimously. Meeting adjourned at 10:00 a.m.



MARK CONKLING
CHAIRMAN



STEVE HOUSE
Secretary

DATE APPROVED: 10/21/11