

**SOUTHERN SANDOVAL COUNTY ARROYO FLOOD CONTROL AUTHORITY
(SSCAFCA)
MINUTES OF NOVEMBER 21, 2014
BOARD OF DIRECTORS REGULAR MEETING**

CALL TO ORDER.

The regular meeting of the SSCAFCA Board of Directors was called to order by Donald Rudy, Chairman, at 9:03 a.m.

ROLL CALL OF DIRECTORS.

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

ANNOUNCEMENTS.

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

PLEDGE OF ALLEGIANCE.

The Board was led in the Pledge of Allegiance by Donald Rudy.

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.

ACTION/APPROVAL OF THE MINUTES OF OCTOBER 17, 2014.

A motion was made by Jim Fahey to approve the Minutes of October 17, 2014 as presented. It was seconded by John Chaney and passed unanimously.

PUBLIC FORUM.

Mr. Fahey acknowledged the presence of Michael Obrey, who has just been elected to the SSCAFCA Board beginning January 1, 2015.

STAFF REPORTS:

Executive Engineer:

1. Action/Acceptance of Selection/Agreement with Carreon Construction, LLC for Corrales Heights 4 to 1 Pedestrian Trail Drainage Improvements.

Mr. Charles Thomas stated that this project was designed in house by Andres Sanchez to complete the sediment retaining wall along the north portion of the Dam 4 to 1 Trail as well as to complete improvements to the existing inlets along Dam 4 to 1 and provide some retaining wall sediment protection around the three inlets at risk. This project completes the improvements along the Corrales Heights area. SSCAFCA received three bids with Carreon Construction being the lowest at \$94,607.58. The contract documents are currently being prepared. They are not ready at this point, but staff would like to receive approval to move forward at this time. The on-call contracts with SSCAFCA do not envision this scale of construction and elements. Therefore, the best course was to go out to bid and hire a contractor to complete this work.

A motion was made by Jim Fahey to accept the selection of Carreon Construction, LLC and go forward with the contract documents. It was seconded by John Chaney and passed unanimously.

2. Presentation on SSCAFCA's new Internal Web Application.

Mr. Charles Thomas stated that HDR is one of SSCAFCA's on-call engineering companies. One of Mr. Matt Cooper's specialties is in GIS in the realm of computer services. One of the things that SSCAFCA had looked at doing for the benefit of staff was to develop a more robust application with GIS to allow more staff members the ability to create ad hoc maps to respond to public requests and deal with other internal projects.

Mr. Matt Cooper, of HDR, Inc., stated that this project focused on a web mapping application using existing server software that was not being utilized at the time. This software allows SSCAFCA to review its GIS data, especially with regard to right-of-way. Another side of this project was to organize the data and make it into a consistent format. This will make it more efficient for everybody to go to one place to get it. This application is an internal web-based application, so the information lives only inside the SSCAFCA office, but the imagery is updated externally. The public cannot get to this website. Staff deals with a lot of outside data and it comes in various formats and is updated irregularly. One of the efforts was to streamline the information that comes in that will simplify the process. If you click on a location, it will pull up all information on that parcel. He went through and showed the Board the various aspects of the program and what could be done with it.

Mr. Andres Sanchez stated that the neat thing for staff with this is the ability to quickly pull up information, especially with regard to the review process. It makes the data available to all the staff even if they aren't intimately involved in the process from the beginning.

Mr. Charles Thomas stated that the thought process behind this was to make the information from one portion of the work that is done internally available to the rest of the staff. The hope is that, in addition to being more efficient with the data searches and to know exactly what is going on, staff also will get a visual representation of the data and will be able to respond to citizen questions and comments much more efficiently.

In response to a question from the Board regarding offering the information to the public, Mr. Cooper stated that most of the data can be filtered so that only certain information can be shown in a search by the public.

Ron Reeder asked if, besides the Chrome browser, if the other major browsers were also supported. Mr. Cooper stated that they are supported. The technology is modern and all browsers will work.

3. FEMA Update Discussion.

Mr. Charles Thomas stated that there are two general categories of processes ongoing with FEMA. One is a reimbursement request for all of the work that was completed following the 2013 storms. That work is proceeding at pace. Staff did find in the process of going through the audit that there were some small corrections that were required to the two large reimbursements. FEMA had made some cut and paste errors in their spreadsheet that was going to result in an over-reimbursement to SSCAFCA for approximately \$150,000. Staff alerted FEMA to those corrections and the worksheet has been modified and the revision is being processed. The downside is that those documents have to go back and be re-approved, but from an audit perspective, it keeps everything clean and accurate. The other reimbursements were for the July storm and should close out the July storm. The total for that was roughly \$300,000 in reimbursement for work that had been submitted. The last two are the large ones that had to undergo revision. Hopefully, SSCAFCA will receive the money within the next month.

Mr. Thomas stated that the second thing they are working through is that there are several applications in to FEMA under the Hazard Mitigation Grant Program. SSCAFCA has received subgrant agreements from the State on the two non-construction projects, one for arroyo safety and the other for a real time rain gauge network. That project will go out for design next year. The other projects that are construction based all require a benefit-cost analysis. FEMA requires that work be done to justify that the funding request is more than matched by the need in the area. The review of the benefit-cost analysis modeling tool leaves some elements up for interpretation. Region 6, which is the district New Mexico is in, has a very strict reviewer out of Denton, Texas who has been reviewing all of SSCAFCA's work. Staff has had numerous questions and comments and have been working with its state representatives. He stated that hopefully the Alberta Road Improvements subgrant agreement will arrive within the next month or so.

4. Development Review.

Mr. Charles Thomas stated that there are only four items of note. The largest is the Stonegate Subdivision Drainage Analysis Report. SSCAFCA had several comments on their initial submittal and it was not approved originally. Their engineers have addressed all of SSCAFCA's comments and made the modifications to the report. That Report has now been approved allowing that subdivision to move forward. Somewhat related is the Solcito Offsite Sewer Construction Plans. That crosses the arroyo at Idalia and goes up to serve the Edinburg area. SSCAFCA is on the review comments, but as a sanitary sewer, it is not within SSCAFCA's purview. SSCAFCA wanted to make sure it wasn't interfering with any of SSCAFCA's issues and that the crossing of the arroyo was done in a safe manner.

Mr. Thomas stated that the third item is Loma Colorado Commercial Site Drainage Management Plan, which has been approved. There is one site under construction right now and the rest of the facilities will move forward with design following this approval. The last one is the grading and drainage plan for the U-Haul Rio Rancho. This is close to SSCAFCA's building and is on the Lisbon Channel. Staff had several concerns with how they were planning on tying into that channel. Staff has made those comments and are awaiting responses from the U-Haul corporation.

Fiscal Services Director:

1. Recognition/Acknowledge of the Fiscal Services Report for October 31, 2014.

Deborah Casaus presented the Fiscal Services Report for October 31, 2014 in the Board's packets. SSCAFCA is four months through the current fiscal year and is about 23% less than last year's collections on the operating fund and 19.2% in debt service. General fund expenditures year to date through October 31 are about 16.31% of the total budget, keeping in mind that included in that number is the large storm cleanout. If you take that out, we're about 20% of total budget. There were 16 single family residential permits issued by the City of Rio Rancho for the month of October, which is slightly below last year. Interest earned on the State Treasurer's funds was at a rate of .113% for the month of October. SSCAFCA just had its audit exit conference and SSCAFCA had the Treasurer participate in that. As mandated by the Sate Auditor's office, they can't really say anything about the conference until it becomes a public document.

She stated that SSCAFCA has the general facility maintenance services contract out which is due in December and the Black Arroyo Wildlife Trail Project re-bid out at this time.

The Fiscal Services Report for October 31, 2014 was recognized and acknowledged by the Board.

2. Action/Acceptance of Resolution 2014-20, Disposition of Tangible Personal Property.

Ms. Deborah Casaus stated that Resolution 2014-20 has been prepared. As mandated by the State, SSCAFCA is required to declare certain unusable property as excess property. These are items that are on the Asset List that are greater than \$5,000 or computers because computers must have their hard drives destroyed.

A motion was made by Steve House to accept Resolution 2014-20 as presented. It was seconded by Jim Fahey. Roll call vote: John Chaney, yes; Jim Fahey, yes; Steve House, yes; Donald Rudy, yes. The motion passed 4-0.

Environmental Services Director

1. Action/Acceptance of Construction Oversight Services for the Harvey Jones Channel Improvements Project, Phase 2, Bohannon Huston, Inc., \$77,532.63.

Mr. Dave Gatterman stated that this task order will be done on a time and materials basis and will depend greatly on the duration of the construction project. It covers all of the construction observation, quality control testing as mandated by NMDOT, handling of administrative issues associated with the FHWA funding, such as employee interviews, equal opportunity employment, EEOC requirements that the contractor must submit for payment, review of all the additional technical material and administrative material that might be required for that project. The FHWA process is administratively heavy and a burden on the staff and contractors. This was not bid - it was off of the on-call contract for services. As Bohannon Huston was the onsite engineers for the process from the development of the design memorandum up to final design, staff thought it was probably best to keep them in the loop since they have a lot of history with this project. This is a cost not to exceed contract.

A motion was made by Jim Fahey to accept the construction oversight services by Bohannon Huston as presented. It was seconded by John Chaney. Roll call vote: John Chaney, yes; Jim Fahey, yes; Steve House, yes; Donald Rudy, yes. The motion passed 4-0.

2. Action/Acceptance of Selection/Agreement with Star Paving for the Harvey Jones Channel Improvements Project, Phase 2.

Mr. Dave Gatterman stated that the amount of this contract is \$450,395.98 and is for construction of the trapezoidal channel and demolition of the existing channel and does include NMGR. This contract is entirely paid for with FHWA money.

A motion was made by Jim Fahey to accept the agreement with Star Paving as presented. It was seconded by Steve House. Roll call vote: John Chaney, yes; Jim Fahey, yes; Steve House, yes; Donald Rudy, yes. The motion passed 4-0.

OTHER COMMITTEE REPORTS.

None.

ATTORNEY'S REPORT.

Mr. Metzgar stated that all of the lawsuits that were filed to obtain property have been settled. He is going through the finalizing process of getting all documents completed. When the judgments are recorded is when the property is actually transferred into SSCAFCA's name. He is attempting to complete everything before the end of the year.

CHAIRMAN'S REPORT.

Mr. Rudy stated that last week the Council of Governments had a work session on their legislative priorities. This coming January begins one of the long sessions. There has also been a change of political leadership at the state level. This year, the actions of the state government will be a bit more complex than usual. He will leave a report from the MRCOG with Mr. Charles Thomas if anybody would like to look at it.

BOARD OF DIRECTOR'S COMMENTS.

None.

PROPERTY MATTERS.

1. Action/Acceptance - Unit 17, Block 19, Lot 20 - 1.84 acres - Badger Dam.
2. Action/Acceptance - Unit 17, Block 19, Lot 21 - 1.15 acres - Badger Dam.
3. Action/Acceptance - Unit 17, Block 19, Lot 22 - 1.21 acres - Badger Dam.

John Chaney left at 10:10 a.m. and was not present for this vote.

Mr. Rudy stated that these properties are being acquired by SSCAFCA for the indicated projects. He asked for a motion and a roll call vote.

Mr. Thomas stated that Badger Dam property acquisition is going surprisingly well. It is on the Barrancas Arroyo at Idalia in Unit 17 in an area where there is some development. There was some concern that pieces that SSCAFCA needed would undergo

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development prior to SSCAFCA acquiring them. There is only one piece needed after these three are approved. Staff is still in negotiations with the property owner.

A motion was made by Jim Fahey to approve the property acquisitions as presented. It was seconded by Steve House. Roll call vote: Jim Fahey, yes; Steve House, yes; Donald Rudy, yes. The motion passed 3-0.

FOR YOUR INFORMATION:

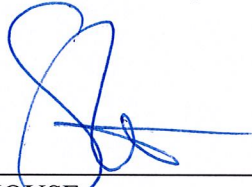
1. Corrales Comment article, "Be Ready Election Day Nov. 4, See Candidate Profiles Inside", (10/25/2014).

OTHER BUSINESS.

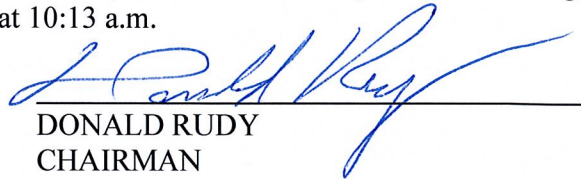
- Next Regular Board Meeting is on Friday, December 19, 2014 at 9:00 a.m.

ADJOURNMENT.

A motion was made by Jim Fahey and seconded by Steve House to adjourn the meeting. It was carried unanimously. Meeting adjourned at 10:13 a.m.



STEVE HOUSE
Secretary



DONALD RUDY
CHAIRMAN

DATE APPROVED: 12/19/14