

**SOUTHERN SANDOVAL COUNTY ARROYO FLOOD CONTROL AUTHORITY
(SSCAFCA)
MINUTES OF APRIL 20, 2018
BOARD OF DIRECTORS REGULAR MEETING**

CALL TO ORDER.

The regular meeting of the SSCAFCA Board of Directors was called to order by James Fahey, Chairman, at 9:02 a.m.

ROLL CALL OF DIRECTORS.

Directors in attendance were Mark Conkling, James Fahey, Steve House and Michael Obrey. Charles Thomas, Executive Engineer, Charles Garcia, SSCAFCA's attorney, and members of the public were also present.

ANNOUNCEMENTS.

An announcement was made by Chairman Fahey 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 Chairman Fahey.

APPROVAL OF AGENDA.

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

ACTION/ACCEPTANCE OF THE MINUTES OF MARCH 16, 2018.

A motion was made by Mark Conkling to accept the minutes of March 16, 2018 as presented. It was seconded by Michael Obrey and passed unanimously.

PUBLIC FORUM.

No comments were received.

STAFF REPORTS.

Executive Engineer:

1. Action/Acceptance of Selection/Agreement for On Call Surveyors.

Mr. Thomas stated that we put out a Request for Proposals (RFP) in February with seven firms responding. Staff are recommending the top five firms to be selected as on-call surveyors for SSCAFCA. The firms are:

- Bohannon-Huston, Inc.
- Wayjohn Surveying, Inc.
- Cartesian Surveys, Inc
- Wilson & Company
- Community Sciences Corporation

Mr. Thomas noted that Cartesian Surveys and Wilson & Company have not previously been used by SSCAFCA for surveying services.

A motion was made by Steve House to accept the recommended selection of firms for On-Call surveying services. It was seconded by Michael Obrey and passed unanimously.

2. Development Review.

Mr. Thomas stated that there were seventeen separate development actions that took place in the past month. Most significantly were activities associated with the four large developments, Mariposa, Lomas Encantadas, Edinburg and Paseo Gateway. The other item of note is a summary plat of properties located adjacent to the Black Arroyo Wildlife Park. Portions of the property extend into the Black Arroyo. The properties are proposing to re-zone to commercial and are impacted by the LEE line.

Fiscal Services Director:

1. Action/Acceptance of the Fiscal Services Report for March 31, 2018.

Ms. Casaus stated that we are at 2.8% greater than last year for the operating property tax revenue at the same time last fiscal year, and the debt service property tax revenue is 2.2% greater than last year.

Ms. Casaus indicated that General Fund expenditures fiscal year-to-date through March 31, 2018 amount to 44.5% of the total budget for the year. We are currently 75% through Fiscal Year 2018. There were 55 Single-Family Residential permits issued by the City of Rio Rancho for the month of March. Finally, she stated that interest was earned on funds invested in State Treasurer's Office local government program at a rate of 1.5% for the month of December. The current yield on a 90-day U.S. Treasury bill is 1.75%.

A motion was made by Mark Conkling to accept the fiscal services report as presented. It was seconded by Michael Obrey and passed unanimously.

2. Action/Acceptance of Fiscal Year 2019 Preliminary Budget.

Ms. Casaus presented information on the proposed FY19 budget which begins in July of 2018. Ms. Casaus stated the preliminary budget is due to the Department of Finance and Administration by June 1, 2018.

Chairman Fahey noted that our current Public Employee's Retirement Agency (PERA) liability is approximately \$1.4 million. In response to a question from Director Conkling, Ms. Casaus stated that the PERA liability is not considered material and our auditor has not required a specific set aside. She confirmed that this liability does not impact our bond rating.

The make-up of the general fund is similar to the current year except for the elimination of the Administrative Services Department budget. The line items associated with that department have been reassigned to other departments. We have an estimated carry over of \$2.37 million, based on anticipated expenditures through the end of the current fiscal year and final collection of taxes. We have budgeted \$2,117,000 in property tax revenue in our operating budget, assuming a 1.5% growth in assessed valuation.

The personnel budget remains flat and we are not proposing any salary increases. However, the insurance cost did increase by 12%, which is the first increase in four years. The large one-time line items include infrastructure improvements at \$407,500, a new truck at \$44,000 and Right of Way at \$43,000. Our general Operations & Maintenance is funded at just over \$1 million.

Ms. Casaus stated that staff are proposing a bond sale in July or August of this year in the amount of \$2.5 million. Our financial advisor will present an update at the May Board meeting on the bond sale strategy. Related to this, there is a line item of \$75,000 transferred to the debt service fund to cover interest expenses associated with the bond sale to keep debt service tax rates from rising.

Ms. Casaus stated that the reserve amounts remain the same, at \$750,000, since FY10. In the debt service, we are projecting a revenue of \$3,176,000, assuming the same 1.5% growth in assessed valuation. In the construction fund, we are projecting a carryover balance of \$404,000. The construction fund includes the bond proceeds of \$2.5 million and grants of \$5.7 million. We are budgeting \$8.6 million for all of our projects.

A motion was made by Steve House to accept the Fiscal Year 2017 Audit Report. It was seconded by Mark Conkling and passed unanimously.

OTHER COMMITTEE REPORTS.

Quality of Life Committee. In response to a question from Director Conkling, Mr. Thomas stated that we are awaiting the final report on an Arroyo Access/Trails masterplan for the jurisdiction.

ATTORNEY'S REPORT.

None.

CHAIRMAN'S REPORT.

Chairman Fahey noted that the solar project in the Northwest Sector of Corrales is moving forward with a meeting with Village of Corrales personnel to discuss zoning and platting concerns.

BOARD OF DIRECTOR'S COMMENTS.

Director Conkling inquired if there had been any news reports or discussion of the impacts of the Local Election Act passed in the 2018 Legislature. Mr. Thomas stated there have been no comments or concerns raised by the public.

PROPERTY MATTERS.

None.

FOR YOUR INFORMATION.

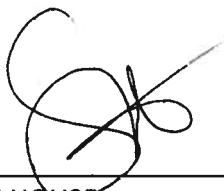
1. Corrales Comment Article, "Land Trade for Proposed Solar Farm," (3/14/2018) (m/o)
2. Corrales Comment Article, "Mayor Roake Cleans House: New Administrator, Clerk," (4/07/2018) (m/o)

OTHER BUSINESS.

- Next Regular Board Meeting is on Friday, May 18, 2018 at 9:00 a.m.

ADJOURNMENT.

The meeting was adjourned by Chairman Fahey at 9:30 a.m.



STEVE HOUSE
Secretary



JAMES FAHEY
Chairman

DATE APPROVED: 5/18/2018