

**SOUTHERN SANDOVAL COUNTY ARROYO FLOOD CONTROL AUTHORITY
(SSCAFCA)
MINUTES OF OCTOBER 20, 1992
REGULAR BOARD OF DIRECTORS MEETING**

CALL TO ORDER

The meeting of the SSCAFCA Board of Directors was called to order by Chairperson Judy Vanderstar Russell at 1:04 p.m.

Directors in attendance were Judy Vanderstar Russell, John Chaney, Guy McDowell, and Annette Jones. A quorum was declared present. Fred Coppola was noted as absent. Bernard Metzgar, legal counsel, was present. Staff member present was Pam McGrath, Administrative Secretary.

APPROVAL OF AGENDA

Judy Vanderstar Russell requested that the agenda be amended to include the minutes of August 18, 1992, which were tabled at the last meeting.

A motion by Annette Jones, seconded by John Chaney, to approve the agenda as amended passed unanimously.

APPROVAL OF PRIOR MINUTES

A motion by Annette Jones to take the August 18, 1992 minutes off the table was seconded by John Chaney and passed unanimously.

A motion by John Chaney, seconded by Annette Jones, to approve the minutes of the regular meeting of August 18, 1992 as written, carried unanimously.

A motion by Annette Jones, seconded by John Chaney, to approve the minutes of the special meeting of September 8, 1992 as written, carried unanimously.

Judy Vanderstar Russell stated that she had some corrections to the minutes of September 15, 1992. The correction is to change all the Corp to Corps on page 2. A motion by John Chaney, seconded by Annette Jones, to approve the minutes of the regular meeting of September 15, 1992 as amended, carried unanimously.

EXECUTIVE ENGINEER ASSESSMENT COMMITTEE REPORT

Larry Blair, chairman of the assessment committee, requested approval of the evaluation criteria for all applicants. Mr. Blair stated that a code would be assigned to each resume and copies would be made of all resumes received, blocking out the name and address and putting the code on, for all committee members to individually assess. After the committee members have reviewed the resumes, a meeting would be called to finalize a list for the Board.

After a discussion by the Board, the Board wanted to change "Intergovernmental relations" to "Intergovernmental and public relations" and change "Knowledge of SSCAFCA Area" to "Knowledge of SSCAFCA and Southwest Area". A motion by Annette Jones to approve the screening evaluation criteria as amended with the above changes was seconded by John Chaney. The motion passed unanimously by roll call vote.

MOU WITH AMAFCA

Judy Vanderstar Russell informed the Board that the Memorandum of Understanding with AMAFCA has been signed.

IVORY AND LISBON CHANNELS

Jerry Fossenier, City Engineer, City of Rio Rancho, presented a proposed Memorandum of Understanding Between Southern Sandoval County Arroyo Flood Control Authority and City of Rio Rancho on Lisbon & Ivory Channel Stabilization to the Board.

After a discussion by the Board, it was the consensus to have Larry Blair, Executive Engineer of AMAFCA, look over the memorandum and discuss it with Mr. Metzgar and present his comments to the Board at a future meeting.

MOU ARROYO DE LOS MONTOYAS FACILITIES

Judy Vanderstar Russell informed the Board that the Memorandum of Understanding between Southern Sandoval County Arroyo Flood Control Authority and City of Rio Rancho on Arroyo De Los Montoyas Facilities has been signed.

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FINAL DESIGN DAMS 1 & 4

Dave Harrison of Easterling & Associates went over the final design for Dams 1 & 4 and the outstanding issues. Mr. Harrison stated that the construction design was designed for two phases, if needed. There was discussion on some outstanding issues such as acquisition of construction easements, resolution of SCS comments on the contribution of silt to the Los Montoyas and land rights. Mr. Dick Norton also asked some questions in a letter to Easterling & Associates regarding some property he is developing below Dam No. 4. The Board requested that Mr. Harrison's comments be put in writing for the Board's information and review.

The Board also discussed the questions posed by Mr. Norton and it was the consensus of the Board to have Mr. Metzgar, legal counsel, draft a letter of reply to him.

A question was raised by Mrs. Jones regarding the ownership of the Dams as the design for Dam No. 1 moved the inlet to the interior of the dam. It was stated by Mr. Metzgar that permission could be received from both entities in question to pursue moving the inlet to the interior.

Mrs. Jones suggested that an assessment of the land rights needed for this project should be done as a first thing by the Executive Engineer, who will be hired by the Board.

TREASURER'S REPORT

1. Financial Statements

A motion by John Chaney, seconded by Guy McDowell, to take off the table the Treasurer's Reports and Expenditures passed unanimously.

A motion by John Chaney, seconded by Guy McDowell, to approve the Treasurers Reports of 7/31/92, 8/18/92, 8/31/92, 9/18/92, and 10/20/92 passed unanimously.

A motion by John Chaney, seconded by Guy McDowell, to approve the following Expenditures passed unanimously.

1. Expenditures 7/1/92-7/24/92
2. Expenditures 7/25/92-8/10/92
3. Expenditures 8/11/92-8/31/92
4. Expenditures 9/1/92-9/9/92
5. Expenditures 9/10/92-10/9/92

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2. Audit Report

Annette Jones, Treasurer, requested that SSCAFCA's audit be changed to be a certified audit. It was that there will be a certified balance sheet and income statement in the audit report prepared by Hinkle & Martinez.

The findings for the 1991-92 audit were discussed. There was a brief discussion on the findings with the consensus that there was nothing major and that the Board will comply as needed.

SECRETARY'S REPORT

John Chaney, Secretary, updated the Board on the progress of the election.

It was the consensus of the Board to hold the Board of Directors Election canvassing on November 10, 1992 at 11:30 a.m., with a special Board meeting to follow at 1:00 p.m. It was the further consensus of the Board to discuss all regular business at the special meeting and to cancel the regular monthly meeting scheduled for November 17, 1992.

LEGAL COUNSEL REPORT

1. Lease With CWD

Bernard Metzgar, legal counsel, presented the sublease agreement for Corrales Watershed District with SSCAFCA. It was the consensus of the Board that the only extra charge to CWD would be the actual cost for long distance calls.

A motion by Annette Jones, seconded by John Chaney, to accept the lease as proposed and to allow Judy Vanderstar Russell to sign the lease passed unanimously by roll call vote.

CHAIRPERSON'S REPORT

1. Final Payment to Easterling & Associates On The Designs of Dams No. 1 and 4.

Judy Vanderstar Russell asked the Board's comments regarding the final payment to Easterling & Associates. Annette Jones stated that all comments from other entities have not been received and that a certain percentage should be retained by SSCAFCA pending the final design after these comments. She also indicated that she felt that only 80% was completed. There was a brief discussion by the Board as to the percentage to be retained pending final design.

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A motion was made by Guy McDowell to pay Easterling & Associates 90% of the total amount of contract plus appropriate sales tax and that final payment will be made once SSCAFCA is assured that it is complete. The motion was seconded by John Chaney and passed unanimously by roll call vote.

2. Cleaning Proposals.

Proposals were received from Servicemaster and Connie's. Two other cleaning services were called for quotes but one did not work weekends and one did not have any weekend openings.

A motion by John Chaney, seconded by Annette Jones, to go with the lowest proposal, which was by Connie's, passed unanimously by roll call vote.

OTHER BUSINESS

1. Security Door.

Guy McDowell brought up the question of a security gate for the back of the conference room. Mr. McDowell contacted a person he knew in the iron works business and a quote of \$700 was received.

Permission was granted by Lessor to install a door between the furnace and the brick wall. Mr. Metzgar informed the Board that a lockable door is adequate protection for what the Board wanted, which is preventing public access to that area.

A motion by John Chaney to authorize up to \$500 for this type of security door and for Pam McGrath to handle it was seconded by Annette Jones and passed unanimously by roll call vote.

2. Public Meeting With Corps of Engineers

Judy Vanderstar Russell announced that a public meeting will be held Wednesday, November 4, 1992, at 7:00 p.m. to provide for public involvement in flood control and related water resource needs for the areas of Rio Rancho and Corrales, New Mexico. The public meeting is sponsored by the U.S. Army Corps of Engineers and SSCAFCA.

DIRECTORS COMMENTS

The Board was informed of the election schools for poll workers, which will be held October 29, 1992 and November 2, 1992 at 7:00 p.m. at the office. The Board members were invited to attend.

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PUBLIC FORUM

None

ADJOURNMENT

A motion by Annette Jones, seconded by John Chaney, to adjourn the meeting was carried unanimously. Meeting adjourned at 3:58 p.m.


JUDY VANDERSTAR RUSSELL
Chairperson



JOHN CHANEY
Secretary

Date Approved 11/10/92