



**MINUTES
VILLAGE OF TIJERAS
COUNCIL MEETING
FRIDAY, APRIL 14, 2023, AT 3:30 P.M.
COUNCIL CHAMBERS**

1. **Call to Order**

Meeting called to order at 6:00 by Mayor Bruton

Please turn off cell phones or set to silent mode

2. **Pledge of Allegiance**

Mayor Bruton led attendees in the Pledge of Allegiance.

3. **Roll Call/Determination of Quorum**

JO	✓	MA	✓	MW	X	YG	X
Quorum present		Yes	No				

4. **Introduction of Guests**

Alyssa Herrera, Village Attorney
Audrey Caufield, Finance Director

Rita Rivera, Senior Center Manager

5. **Public Comment**

None.

6. **Approval of Agenda**

A C T I O N	Motion	Approval of the Agenda		
	Made by:	Ortiz		Councilor Armenta-Yes Councilor Garcia-Absent Councilor Ortiz-Yes Councilor Wilson-Absent
	Second by:	Armenta		
	Motion carried?	PASSED	FAILED	

7. **Council to Review and Approve Previous Minutes**

[Attachment A – 032023 Draft Minutes.pdf](#)

A C T I O N	Motion	Approval of Previous Minutes		
	Made by:	Armenta		Councilor Armenta-Yes Councilor Garcia-Absent Councilor Ortiz-Yes Councilor Wilson-Absent
	Second by:	Ortiz		
	Motion carried?	PASSED	FAILED	

8. **Council to Review and Take Action on Proposal from Southwest Accounting Services for 2023 – 2026 Audit Services.**

[Attachment B – SAS 2023 Audit Quote – Tijeras.pdf](#)

[Attachment C – Audit Proposal Inquiries.pdf](#)

Mayor Jake Bruton stated the change in auditor would be cheaper and Southwest is a part of CES. This price point would not require the bid process.

Councilor Armenta questioned when the start date for this audit firm would be? Mayor Burton stated 2023 July first would be the date.

Councilor Ortiz asked if the Village’s finance director found Southwest competent to perform these services.

Finance Director Audrey Caufield stated she believes Southwest will be fair and reasonable and can handle the Village’s audit.

A C T I O N	Motion	Approve the proposal from Southwest Accounting Services		
	Made by:	Ortiz		Councilor Armenta-Yes Councilor Garcia-Absent Councilor Ortiz-Yes Councilor Wilson-Absent
	Second by:	Armenta		
	Motion carried?	PASSED	FAILED	

9. **Council to Review and Take Action on Molzen Corbin Task Order for Design of Roadway and Drainage Improvements on Criswell Drive and Carmino Road**

[Attachment D – Tijeras – Carmino Road and Criswell Drive Proposal CAP Burton-signed.pdf](#)

Mayor Jake Bruton stated that in discussions with Molzen Corbin they were able to shave off certain costs pertaining to geotechnical studies and construction observation.

Village Clerk Kennedy stated that the updated task order comes in about \$24,000 less than the original.

A C T I O N	Motion	Approval of Molzen Corbin task order for design of roadway and drainage improvements on Criswell/Carmino		
	Made by:	Armenta		Councilor Armenta-Yes Councilor Garcia-Absent Councilor Ortiz-Yes Councilor Wilson-Absent
	Second by:	Ortiz		
	Motion carried?	PASSED	FAILED	

10. Council to Review and Take Action on Lists of Record Destruction Created Pursuant to Resolution 2020-19

[Attachment E – 021323 Shredding Records Index.xls](#)

A C T I O N	Motion	Approval of list of record destruction		
	Made by:	Ortiz		Councilor Armenta-Yes Councilor Garcia-Absent Councilor Ortiz-Yes Councilor Wilson-Absent
	Second by:	Armenta		
	Motion carried?	PASSED	FAILED	

11. Updates

- a. Mayor
 - i. None.
- b. Council
 - i. Councilor Arment had no updates.
 - ii. Councilor Ortiz stated he was contacted by Jimmy Chavez, who requested an update with the light that shines onto his property. Clerk Kennedy stated he would look into the issue.
 - iii. Councilor Ortiz stated another resident spoke to him requesting a meeting with Mayor Bruton regarding the sidewalk project.
 - iv. Councilor Ortiz reminded those in attendance of the Earth Day event and stated he expects good turnout.
- c. Clerk
 - i. Clerk Kennedy provided a reminder that he and the Deputy Clerk would be attending training in ABQ next week.
 - ii. Clerk Kennedy also stated that the Planning and Zoning Commission would be assisting with the Village's construction observation responsibilities on the Criswell/Carmino projects. Clerk Kennedy believes that the experience of the Commission would be a big help for this project.
- d. Deputy Clerk

- i. Deputy Clerk Limon provided an update that he would be out of the office April 26th-30th on bereavement leave.
- e. Departments
 - i. Senior Center Manager Rita Rivera asked if she can provide shuttle services for seniors who live in or near the Village on days that events run past 4pm. Mayor Bruton stated this was a fantastic idea as some of our seniors have issues with transportation and therefore do not make it out to some events. This will ensure they get home safely and are able to participate.

12. **Time and Place of Next Meetings**

THE NEXT MEETING OF THE VILLAGE OF TIJERAS GOVERNING BODY WILL BE HELD ON MONDAY APRIL 17TH, 2023.

ADJOURNMENT

The meeting adjourned at 3:48 pm.

The Governing Body may revise the order of the agenda items considered at this Open Meeting. If you are an individual with a disability who is in need of an amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Village Clerk at 505-281-1220 at least three (3) days prior to the meeting.

Pursuant to New Mexico Open Meetings Act Section 10-15-1 (H) Subsection (2) limited personnel matters; (5) discussion of bargaining strategy preliminary to collective bargaining negotiations; (7) attorney-client privilege pertaining to threatening or pending litigation in which the public is or may become a participant; (8) discussion of the purchase, acquisition or disposal of real property or water rights by the public body. Speakers limited to 2 minutes