



MINUTES
VILLAGE OF TIJERAS
HYBRID COUNCIL MEETING
MONDAY, DECEMBER 4, 2023 AT 6:00 P.M.
IN-PERSON ATTENDANCE AT COUNCIL CHAMBERS
VIRTUAL ATTENDANCE VIA ZOOM

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**

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

4. **Introduction of Guests**

Jessica Nixon, Village Attorney
 Ernie Barnes, Zoning Commissioner

Shaline Lopez, Grant Administrator
 Ramon Garcia, Zoning Commissioner

5. **Public Comment**

None.

6. **Approval of Agenda**

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

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

[Attachment A - 110623 Draft Minutes.pdf](#)

Councilor Armenta addressed the discussion from the November 6, 2023 Council Meeting regarding monthly financial statements, clarifying that he was not questioning any of the transactions listed in the report. Rather, he explained, he was simply inquiring if there is another way to display the information on the report, acknowledging that the Village has just transitioned to a new financial software and there may be bugs to work out.

Councilor Armenta referred to the comment made at the November 6, 2023 Council Meeting that residents have voiced concerns about the Village’s financial practices. He shared excerpts from a recent letter sent to the Governing Body members by the Village’s auditors, including the statements that the financial statements of the Village are “consistent and clear” and there were “no disagreements with management” during the course of the audit. Councilor Armenta added he is confident that the Governing Body and Village staff are diligent in trying to make the Village a better place and to move forward, rather than backward.

A C T I O N	Motion	Approve the 11/6/2023 Minutes		
	Made by:	Armenta		Councilor Armenta-Yes Councilor Garcia-Absent Councilor Ortiz-Yes Councilor Wilson-Yes
	Second by:	Ortiz		
	Motion carried?	PASSED	FAILED	

8. **Council to Review Previous Planning and Zoning Commission Meeting Minutes**

[Attachment B - 111523 Draft P&Z Minutes.pdf](#)

The Governing Body reviewed the Planning and Zoning Commission meeting minutes.

9. **Council to Review and Take Action on Quote for Senior Center Gutter Installation**

Mayor Bruton explained that there are no gutters in the courtyard at the Senior Center and that gutters were omitted from the Senior Center Phase IV project due to concerns that they might be damaged by snow. Mayor Bruton stated the existing drainage infrastructure in the courtyard is insufficient and something must be done to prevent the courtyard from flooding, adding that he is confident the snow barriers on the roof will prevent any damage to the gutters. He explained that the proposed gutters would direct water into the parking lot.

Commissioner Barnes noted that, in his experience, ABC Seamless charges more for their service than other companies.

Commissioner Garcia stated that Senior Center and Maintenance Department staff brought to his attention an issue related to an existing gutter downspout draining into an electrical box on the east side of the building. Mayor Bruton stated that the proposal from ABC Seamless includes the removal of the downspout in question.

Councilor Armenta asked if the proposal includes adding gutters to the rear of the Senior Center. Mayor Bruton stated this proposal is only for adding gutters to the courtyard, noting that Maintenance Department staff have a planned project to address the drainage on the rear side of the building. He added that the Village could explore adding gutters to the rear of the building in the future, if necessary.

Councilor Ortiz stated that he would like to approve a maximum budget for this project rather than the specific proposal from ABC Seamless, so that the staff could seek other quotes and move forward with the company that offers the best price and quality.

Clerk Kennedy explained that the staff contacted ABC Seamless because of the high quality of their work on the historic Santo Niño Church, but he would seek additional quotes.

A C T I O N	Motion	Approve the installation of gutters by a company yet to be determined at an amount not to exceed \$10,776.66	
	Made by:	Armenta	Councilor Armenta-Yes Councilor Garcia-Absent Councilor Ortiz-Yes Councilor Wilson-Yes
	Second by:	Garcia	
	Motion carried?	PASSED	

10. **Council to Review and Discuss Capital Outlay Requests for the 2024 Legislative Session**

Mayor Bruton stated the Village’s Infrastructure Capital Improvement Plan (ICIP) should serve as the basis for this year’s capital outlay requests.

Mayor Bruton stated he would like to make an additional capital outlay request for funding for technology improvements for Village Hall and the Senior Center.

Councilor Ortiz suggested that the Village also request gap funding for the Pocket Park project. The Mayor and Council agreed on a request amount of \$100,000.00.

Councilor Wilson requested clarification on the intent of the ICIP project titled “Open Space and Recreational Trail Network.” Mayor Bruton responded that the Village’s intent is to acquire open space property and develop recreational trails, likely along the Tijeras Arroyo.

Grant Administrator Shaline Lopez stated that the 2024 legislative session begins on January 16th and it is a shorter, 30-day session. She added she plans to communicate with the Village’s legislators prior to the beginning of the session. Ms. Lopez asked if she should pursue reauthorization of the “Community Water Well” appropriation requested by a water cooperative but mistakenly appropriated to the Village. The Mayor and Council agreed she should attempt to reauthorize the funding for purposes including additional remote monitoring equipment and replacement water meters.

Ms. Lopez asked if she should add the IT upgrades and Pocket Park gap funding projects to the ICIP. Mayor Bruton responded it is not necessary.

11. Updates

a. Previous Meeting Items

- i. **Los Vallecitos Slope** – Mayor Bruton has had discussions with a manager from TLC, who agreed to work with the original subconsultant to repair the slope.
- ii. **Fire Hydrant Testing** – Mayor Bruton shared that Prodigy Builders will begin training Village staff on hydrant testing beginning 12/5/2023.
- iii. **Patricio Garcia Project** – Clerk Kennedy provided an update on the project, stating that staff are still working to accomplish widening of the roadway as part of the active project, but noting that it may be difficult to execute easement agreements with nearby residents before the funding reversion date of 12/31/2023. He shared a suggestion from the Village’s engineer to obtain letters of permission from each resident pending execution of the easement agreements, and asked the Village Attorney if that would be acceptable. Ms. Nixon responded that the instrument the Village should use is a Letter of Intent, which would authorize the Village to widen the roadway pending completion of the easement agreements. Clerk Kennedy stated he would work with the Village Attorney to execute Letters of Intent with the residents of Patricio Garcia Road.
- iv. **Upcoming Events** – Mayor Bruton reminded the Council of the Winter Celebration on December 15th and announced the CAP meeting with GCC scheduled for Wednesday, February 21st, 2024 at 1:00 p.m. The CAP meeting will be held at the GCC plant.

- b. Mayor
 - i. Mayor Bruton stated that rather than holding the regularly-scheduled Council Meeting on December 18th, he would like to instead have a ceremony to swear-in the individuals who won their elections and bid farewell to Councilor Wilson. He encouraged the current and incoming Councilors to invite their friends and family.
 - ii. Mayor Bruton shared that the N.M. Municipal League will be holding trainings for newly-elected officials in early January. Clerk Kennedy and Deputy Clerk Limon shared details about the trainings, requesting that the Councilors notify the Clerks at their earliest convenience if they would like to attend.
- c. Council
 - i. Councilor Ortiz thanked staff for their work at recent events and complimented the Garcia family on their Christmas light display.
 - ii. Councilor Ortiz shared that the owner of a company called Zia Consulting would like to present to the Council regarding his company's services. Clerk Kennedy stated he would arrange for this individual to attend an upcoming meeting.
 - iii. Councilor Armenta thanked the staff and Planning and Zoning Commission. He asked if the Mayor and staff have had a chance to ask TLC about the possibility of installing a speed bump on Los Vallecitos. Clerk Kennedy stated he would reach out to TLC.
 - iv. Councilor Wilson thanked the staff for all their hard work with this meeting, recent events, as well as the newsletter.
 - v. Councilor Wilson also stated she agrees with Deputy Clerk Limon that updating the Village's Comprehensive Master Plan would be beneficial and would like to see the Council continue working on the project.
 - 1. Mayor Bruton stated the project is still in progress and the Village is currently exploring options to fund the update.
- d. Clerk
 - vi. Clerk Kennedy stated that he has received several complaints from residents about near-constant noise from the rumble strips on I-40. He stated he and the Mayor are working to bring these concerns to the issue of NMDOT, as well as coordinating with the office of Representative Stefani Lord, who has received similar complaints from her constituents and is working to raise the issue with NMDOT.
- e. Deputy Clerk
 - i. Deputy Clerk Limon thanked the Council for authorizing a capital outlay request for tech improvements, adding that he looks forward to working with the Village's IT firm to complete the upgrades.

- ii. Deputy Clerk Limon stated the next Senior Center tech course would occur in January.
 - iii. Deputy Clerk Limon updated the Council that the family of the owners of Ribs Restaurant, who recently passed in a tragic accident, are seeking support from the community during this difficult time.
- f. Departments
- i. Grant Administrator Shaline Lopez provided the Council with updates regarding her recent work on the Village's grant-funded projects.

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

THE NEXT MEETING OF THE VILLAGE OF TIJERAS GOVERNING BODY WILL BE HELD ON MONDAY DECEMBER 18TH 2023.

ADJOURNMENT

The meeting adjourned at 6:59 p.m.

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