



**MEETING MINUTES  
VILLAGE OF TIJERAS  
REGULAR COUNCIL MEETING  
MONDAY, JUNE 2, 2025, AT 6:00 P.M.  
COUNCIL CHAMBERS AND ZOOM**

Please turn off cell  
phones or set to silent.

Join Zoom Meeting  
<https://us06web.zoom.us/j/89201680711>  
Meeting ID: 892 0168 0711  
Dial: (720)707-2699

1. **Call to Order**

Meeting called to order by Mayor Bruton

2. **Pledge of Allegiance**

Pledge of Allegiance led by Mayor Bruton

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

MA	✓	EB	✓	YG	n/a	JO	✓
Quorum present		Yes	No				

4. **Introduction of Guests**

Jessica Nixon, Village Attorney  
Nathan Mulvihill, Village Attorney

5. **Public Comment**

None

6. **Approval of Agenda for June 2, 2025**

A C T I O N	Motion To:	Approve Agenda for June 2, 2025.		
	Made by:	J. Ortiz		Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- n/a Councilor Ortiz- Yes
	Second by:	E. Barnes		
	Motion carried?	PASSED	FAILED	

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

**Attachment A – Budget Workshop DRAFT Minutes May 27, 2025**

- Councilor M. Armenta – Thank the staff (Audrey & Maria) for all the hard work as it was a successful budget workshop.

A C T I O N	Motion To:	Approve Budget Workshop Minutes for May 27, 2025.		
	Made by:	M. Armenta		Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- n/a Councilor Ortiz- Yes
	Second by:	J. Ortiz		
	Motion carried?	PASSED	FAILED	



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

[Attachment B – Special Council Meeting DRAFT Minutes May 29, 2025](#)

A C T I O N	Motion To:	Approve Special Council Meeting Minutes for May 29, 2025.		
	Made by:	J. Ortiz		Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- n/a Councilor Ortiz- Yes
	Second by:	E. Barnes		
	Motion carried?	PASSED	FAILED	

9. **Review and Approval Financial Statements July 2024 – April 2025**

- Mayor Bruton – This is a procedural process to get financial statements reviewed and approved on a monthly basis but have gotten a little behind.
- Councilor J. Ortiz – We used to do these monthly and understand that Audrey is wearing multiple hats. Do you need an accountant or need someone to help you out? We don't want to over work you and want you to be happy. We want to make sure that we're doing what we can to support you guys (Clerk- A. Caufield – After Mayor Bruton and I discussed, and we're caught up and up to date and I think I'll be ok. Moving forward these will be ready monthly.) (Mayor Bruton – I always make sure and check to see how things are going and what support is needed to help with the workload.
- Councilor M. Armenta – Great point Councilor Ortiz. The large transfer in/out might be explained by Audrey in another meeting. (Clerk A. Caufield – There was a large transfer in/out that was not in budget workshop but is included in these statements which is for the funds that were moved from General Fund to Water Fund which was for the sale of the water tower leases. All the BAR's will be ready to be reviewed/approved in our next meeting.) This looks like a lot of work, and I appreciate all of Audrey's hard work for getting this done.

[Attachment C.1 – Income Statement July 2024](#)

[Attachment C.2 – Income Statement August 2024](#)

[Attachment C.3 – Income Statement September 2024](#)

[Attachment C.4 – Income Statement October 2024](#)

[Attachment C.5 – Income Statement November 2024](#)

[Attachment C.6 – Income Statement December 2024](#)

[Attachment C.7 – Income Statement January 2025](#)

[Attachment C.8 – Income Statement February 2025](#)

[Attachment C.9 – Income Statement March 2025](#)

[Attachment C.10 – Income Statement April 2025](#)

A C T I O N	Motion To:	Approve Financial Statements for July 2024-April 2025 including attachments C.1 through C.10.		
	Made by:	M. Armenta		Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- n/a Councilor Ortiz- Yes
	Second by:	E. Barnes		
	Motion carried?	PASSED	FAILED	

10. **Council to Review and Approve Resolution 2025-17 Approving the Donation of a Firetruck**

[Attachment D.1 – Resolution 2025-17 Approving the Donation of a Firetruck](#)

[Attachment D.2 – Letter to DFA Local Government Division – Disposition of a Vehicle](#)

- Mayor Bruton – We're trying to get the truck to Mexico by the end of June. Will be contacting Bernalillo County as well and see if there's anything that they're able to donate as well.
- Councilor J. Ortiz – It's a great thing that we're doing this and in support of the donation.
- Councilor M. Armenta – Agree with Councilor Ortiz and glad that someone is going to put the fire truck to use instead of letting it go to waste.



- Councilor E. Barnes – Conquer as well. It's going to be quite a trip. We've done this before with donating to Guaymas-Correct? (Mayor Bruton – Yes this will be the 2<sup>nd</sup> time donating to Guaymas. The first time was all the surplus Bernalillo County couldn't use and were going to throw out, when contracted them for fire servicing.

A C T I O N	Motion To:	Approve Resolution 2025-17 Approving the Donation of a Firetruck Including Attachments D.1 & D.2		
	Made by:	E. Barnes		Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- n/a Councilor Ortiz- Yes
	Second by:	M. Armenta		
	Motion carried?	PASSED	FAILED	

#### 11. Council to Discuss and Approve Well 3 Repairs Estimated \$25,000.00

##### Attachment E – Well 3 Repairs Discussion

- Mayor Bruton – Well 3 is currently offline and appears the piping is rotting quick.
- Councilor E. Barnes – How long has it been since Well 3 was finished? (Mayor Bruton – Close to 4 years. Warranty? There isn't warranty already checked and it's only 1 year from the date of completion.)
- Councilor J. Ortiz – The mineral that is in the aquifer causing the corrosion. Will the new pipe material help slow or prevent that from happening? (Mayor Bruton – Yes, we're looking at PVC material which will help.)
- Councilor E. Barnes – Seems like we're spending a lot of money on our wells, tanks and operation but don't have a lot of subscribers. We should look at how to get or encourage more residents using our system. (Mayor Bruton – On the Wastewater project we will require residents to hook up to our system which will add a few more hookups to our system but unless we mandate something we can't force residents to hook up to our system.) Our Village attorney has addressed the mandate in the past. (Attorney – N. Mulvihill – There is a way to do a mandate, but you won't be able to for those who already have existing Wells but any new residents coming in can be required to connect to the water system.) (Mayor Bruton – We can run a promotion/deal where if they connect to the water system, they get a discount without having to pay the full price.)
- Councilor J. Ortiz – Have Grant Writer look for grants for low-income residents to help them hook up to the system. (Mayor Bruton – Yes, we can have her check.)
- Councilor M. Armenta – We also have the option for payment plan. (Mayor Bruton – Yes, there is the option for payments.)

A C T I O N	Motion To:	Approve Well 3 Repairs Estimated \$25,000.00.		
	Made by:	J. Ortiz		Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- n/a Councilor Ortiz- Yes
	Second by:	E. Barnes		
	Motion carried?	PASSED	FAILED	

#### 12. Council to Review and Approve Resolution 2025-18 Approving Changes to NMFA WTB 5693-WTB

##### Attachment F.1 – Resolution 2025-18 Approving Changes to NMFA WTB 5693-WTB

##### Attachment F.2 – Prodigy-Tijeras Mixed Oxidant System Quote

- Mayor Bruton – Proactive approach that Audrey is taking to install Miox system on the new Tank and in need of a change order.
- Councilor E. Barnes – Had to look up, better than using bleach, chlorine etc. Think it's a good idea. (Mayor Bruton – Yes, and this is why we rather install these better than using bleach.)
- Councilor M. Armenta – We were shown how the system works when we took a trip to see the Wells and agree.



- Councilor J. Ortiz – Do we have to match anything? (Mayor Bruton – No the funds are from the Tank 3 project just requiring a change order with no funds out of General Funds.)

ACTION	Motion To:	Approve Resolution 2025-18 Approving Changes to NMFA WTB 5693-WTB Including Attachments F.1 & F.2.		
	Made by:	J. Ortiz		Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- n/a Councilor Ortiz- Yes
	Second by:	M. Armenta		
	Motion carried?	PASSED	FAILED	

### 13. Council to Review and Approve Resolution 2025-19 Election Resolution

#### Attachment G – Resolution 2025-19 A Regular Local Election Resolution

- Councilor M. Armenta – There’s also a deadline to proclaim running? (Mayor Bruton – Yes, Audrey & Maria will get you all the packets with the information.)

A C T I O N	Motion To:	Approve Resolution 2025-19 Election Resolution Including Attachment G.		
	Made by:	E. Barnes		Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- n/a Councilor Ortiz- Yes
	Second by:	J. Ortiz		
	Motion carried?	PASSED	FAILED	

### 14. Updates

- a. Prior Meeting Items Discussions
- b. Mayor Bruton
  - i. Council members on trip to Mexico? (Councilor J. Ortiz – Cannot.) (Councilor M. Armenta – As of now cannot but may change.) (Councilor E. Barnes – Have to check passport.)
  - ii. TPF Presentation on 06/27/2025 and will in Mexico delivering the fire truck and someone must present on behalf of the Village and would like someone from the Governing Body present for us. (Councilor M. Armenta – Happy to help and present. Councilor J. Ortiz – Happy to help as well. Councilor E. Barnes – I can also be there.)
- c. Councilors
  - J. Ortiz
    - i. Thank Audrey on getting all the financials together. Apologies for missing the budget workshop, got the days mixed up and tried to join Thursday’s meeting.
    - ii. Pocket Park – Grant money to purchase gazebo or shade structure with picnic tables, have been there with family several time and really enjoy it but missing shade. (Mayor Bruton – Yes, we will look for funding for purchase.)
  - E. Barnes –
    - i. Thank Audrey for detailed accounting reports and presentation on financials. Thank Audrey and Maria for all they do.
  - M. Armenta
    - i. Any updates on the guard rail? (Mayor Bruton – None yet. Left some voicemails but haven’t heard back.)
    - ii. First summer concert coming up. Have a walkthrough before to talk about set up.
    - iii. Echo Councilor Ortiz and Councilor Barnes and thank Audrey, Maria & all the staff. (Mayor Bruton- Yes, we have great staff and I make sure to check in on Audrey & Maria frequently. We have great staff.) Rita & Senior Center staff also do great.



- d. Clerk – A. Caufield
  - i. Fixed Asset – Maintenance team already completed and will be on our next meeting.
  - ii. Rita is doing volunteer Line Dancing at the Senior Center on Monday's starting at 5:30pm.
- e. Deputy Clerk – M. Martinez
  - i. Concert 06/14/2025 – Everything is ready & tent will be set up Friday 06/13/2025. (A. Caufield – Hector & Leon did a great job with the bathrooms.)

**15. Time and Place of Next Meeting**

The next Regular Meeting of the Governing Body of the Village of Tijeras will be held on Monday, June 16, 2025, at 6 P.M. in the Council Chambers.

**16. Adjournment**

Meeting adjourned at 6:39pm

*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 needs a reader, 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 office of the Village Clerk at (505) 281-1220 at least four (4) calendar days prior to the meeting. Public documents including the agenda and minutes can be provided in digital or hardcopy format. The Village of Tijeras strictly prohibits any form of unlawful discrimination based on race, color, religion, gender identity, sexual orientation, sex, national origin, age, disability, or political affiliation in any program, activity, or service sponsored by the Village. Contact the office of the Village Clerk for more information.*