



**MEETING MINUTES  
VILLAGE OF TIJERAS  
REGULAR COUNCIL MEETING  
MONDAY, JUNE 16, 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/88493663772>  
Meeting ID: 884 9366 3772  
Dial: (720)707-2699

1. **Call to Order**

Meeting called to order by Mayor Pro Tempore at 6:00pm.

2. **Pledge of Allegiance**

Pledge of Allegiance led by Mayor Pro Tempore M. Armenta.

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

M.Armenta	✓	E.Barnes	✓	Y.Garcia	n/a	J.Ortiz	✓
Quorum present		Yes	No				

4. **Introduction of Guests**

Jessica Nixon, Village Attorney – Not present.  
Nathan Mulvihill, Village Attorney

5. **Public Comment**

None

6. **Approval of Agenda for Monday, June 16, 2025**

A C T I O N	<b>Motion To:</b>	Approve Agenda for Monday, June 16, 2025.					
	<b>Made by:</b>	J. Ortiz				<b>Councilor Armenta- Yes</b>	
	<b>Second by:</b>	E. Barnes				<b>Councilor Barnes- Yes</b>	
	<b>Motion carried?</b>	PASSED		FAILED		<b>Councilor Garcia- n/a</b> <b>Councilor Ortiz-Yes</b>	

7. **Council to Review and Approve Previous Minutes for June 2, 2025**

[Attachment A – Regular Meeting Minutes June 2, 2025](#)

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

8. **Council to Review and Approve Resolution 2025-20 Acceptance of the Annual Fixed Asset Inventory**

[Attachment B.1 – Resolution 2025-20 Acceptance of the Annual Fixed Asset Inventory](#)

[Attachment B.2 – FY2025 Schedule of Fixed Assets](#)

- Councilor E. Barnes – Are computers considered fixed assets? (Clerk/Manager A. Caufield – No, anything under \$5000.00 is not required to be listed. In our Self Insurers we have a section for equipment under



\$5000.00 which gets updated as we purchase equipment/assets.) 2011 Ford 250 Utility Truck listed as “Hector’s Truck”. Can “Hector’s Truck” be removed? (Clerk/Manager A. Caufield – Absolutely.)

- Councilor J. Ortiz – Fixed assets listed is not the value but rather the cost at time of purchase, correct? (Clerk/Manager A. Caufield – Correct.) There is some land that the Village is supposed to own is not listed, the process was not completed at the time of the land donation prior to Audrey being Clerk, I donated 3 lots to the Village at the end of Camino Municipal and would like to get this taken care of and make sure it gets transferred correctly. I can get the details to Audrey. (Clerk/Manager A. Caufield – If received by 06/30/2025 updates can be made for this fiscal year otherwise we can update for next fiscal year.)

A C T I O N	Motion To:	Approve Resolution 2025-20 Acceptance of the Annual Fixed Asset Inventory with a friendly amendment of removing “Hector’s Truck” from the inventory and adding 3 lots that were donated off of Camino Municipal.		
	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 Resolution 2025-21 Acceptance of Donation from Departamento de Bomberos Guaymas**

[Attachment C.1 – Resolution 2025-21 Acceptance of Donation from Departamento de Bomberos](#)

[Attachment C.2 – International Wire Transfers](#)

- Clerk/Manager A. Caufield – The funds already received. The resolution is to put funds aside to use towards payment to Bernalillo County Fire. (Mayor Pro Tempore M. Armenta – Our contract is set to expire in 2032 and at that time these funds will be used for that.)
- Councilor E. Barnes – Resolution 2025 was approved on June 2<sup>nd</sup> and funds were received prior to the resolution? (Clerk/Manager A. Caufield – During discussion of disposing there was an agreement regarding the \$15000.00 and the resolution was split into two different resolutions. The first was to dispose of the fire truck the second is to receive funds and place in fire fund.) Thank you for clarifying.
- Councilor J. Ortiz – Thank you. Good questions and good answers.

A C T I O N	Motion To:	Approve Resolution 2025-21 Acceptance of Donation from Departamento de Bomberos Guaymas		
	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	

10. **Executive Session: Pursuant to NMSA 1978, Section 10-15-1(H)(2) of the Open Meetings Act, Council to Close Session for the Discussion of Limited Personnel Matters**

- Closed Session at 6:13pm.

A C T I O N	Motion To:	Council to Close Session for the Discussion of Limited Personnel Matters		
	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	



11. **Council to reconvene in open session and certify that no motions or decisions were made and the discussion was limited to the Discussion of Limited Personnel Matters**

- Meeting called back to order by Mayor Pro Tempore M. Armenta at 6:24pm.

A C T I O N	Motion To:	Reconvene in open session and certify that no motions or decisions were made, and discussion was limited to the Discussion of Limited Personnel Matters.		
	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	

12. **Updates**

- a. Prior Meeting Items Discussions
  - i. Clerk/Manager A. Caufield – None. Guard Rails still pending will update as soon as get response from NMDOT.
- b. Mayor
 

Mayor Pro Temp M. Armenta

  - i. Successful first Summer Concert, appreciate all who were there for the Village of Tijeras. Thinking of changing start time due to the heat. (Councilor J. Ortiz – 4-7 was nice but due to the heat maybe 5-8, was awesome so whatever time will work.) Jeff with Triple X suggested 6-9 but that might be a little late. (Councilor J. Ortiz- That might be a little late and wouldn't be considerate of our neighbors.) (Clerk/Manager A. Caufield- Change to 5-8)
  - ii. August 9<sup>th</sup> concert won't be able to attend due to prior commitments Councilor Ortiz and I had. The next available would-be August 23<sup>rd</sup> if we can move that one. (Will change to 08/23)
  - iii. Concerned residents regarding the dog poop at the Pocket Park. When will the dog stations be placed? (Clerk/Manager A. Caufield – Stations received waiting on poles to be delivered.) People are throwing the dog poop in the trash cans which is causing bad smell.
  - iv. Prodigy working on meter for Mashburn property. I'd like to meet with Prodigy before they start to talk to them about the telephone line that was not marked when work was being done before and NM811 stated they didn't have it on record. (Clerk/Manager A. Caufield – Will have Roberta call before they start.)
- c. Councilors
 

J. Ortiz

  - i. Summer Concert was awesome, bringing our community together and using our open spaces for a good cause. Kudos to you all for the hard work and Councilor Armenta for the idea. When new flyers please email so that we can start posting including on social media, spoke to Mayor about us losing access to our VOT Facebook account. (Clerk/Manager A. Caufield – reached out to Facebook and unfortunately can't get access but did create new account and will turn that over to you and would appreciate your help.) Yes, happy to manage and post for you.
  - ii. Pohl property/cannabis business, individuals have been living in an RV for a few months now. (Clerk/Manager A. Caufield – There was not an application submitted to P&Z for approval) Possibly start by sending a letter to them and go from there. (Mayor Pro Tempore M. Armenta- Thank you for bringing that to our attention.)

E. Barnes

  - i. Engineering company has been out to Pine View marking and putting up flags and neighbors were enthusiastic seeing them out there.
  - ii. Senior bus went to Santa Fe and had a blow out and didn't have a spare, do the tires need to be replaced on the bus. (Clerk/Manager A. Caufield – All tires will be replaced and purchase a new rim. Frequent checks on the bus since it doesn't get used often.) (Mayor Pro Tempore M. Armenta – Canvases/covers to help preserve the tires.) How was the situation handled? (Clerk/Manager A. Caufield – Called emergency towing company.)



- d. Clerk – A. Caufield
  - i. Recognize Debra Hoyt for driving skills and abilities during trip when tire blew out. All seniors who were with Debra gave Debra great reviews. Debra was able to stay calm and pull over safely ensuring the safety of her and all the seniors who were on the trip. Handled the situation as a professional. (Councilor E. Barnes- Yes Debra is very calm and collected.)
  - ii. Will be advertising for a full time Senior Center employee as well as for a full time Grant Writer.
- e. Deputy Clerk – M. Martinez
  - i. Recognize Debra Hoyt.
  - ii. Concert – Any feedback is welcome. (Councilor E. Barnes – Advertise outside the area? New News site who advertises in the East Mountain Area.) (Councilor J. Ortiz- There were some waters but if we can possibly provide more would be great. Happy to sponsor for a couple of the concerts.) (Councilor M. Armenta – In the future make a path to make it easier to use our parking lot and be able to walk up.) (Councilor E. Barnes – The guys did a great job getting the park cleaned up.)

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

The next Regular Meeting of the Governing Body of the Village of Tijeras will be held on Monday, July 7, 2025, at 6 P.M. in the Council Chambers.

**14. Adjournment**

Meeting adjourned at 6:45pm.

*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.*