



**MEETING MINUTES
VILLAGE OF TIJERAS
REGULAR COUNCIL MEETING
MONDAY, AUGUST 4, 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/83329790063?pwd=0YEod8LtvoUYVbHeHNexaNXPA4nJqQ.1>
 Meeting ID: 833 2979 0063
 Passcode: 091561
 Dial: (720)707-2699

1. **Call to Order**

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

2. **Pledge of Allegiance**

Pledge of Allegiance led by Mayor Bruton

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

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

4. **Introduction of Guests**

Jessica Nixon, Village Attorney
 Nathan Mulvihill, Village Attorney - Not present

5. **Public Comment**

Phill Roberts

- Drainage at the end of Melissa Lane where it meets Rincon Loop the culverts are clogged on the down hill side, 2 culverts that service the uphill side 1 is 12” and is 70% clogged and the 18” is 90% clogged. The runoff that comes down removes the gravel on Melissa Lane. Expect that VOT would address the issue would like to have an engineer who would design something that would stabilize the upstream side. Would like to have the Village address the issue. (Mayor Bruton – Is flowing up and over Melissa Lane) Yes that’s the problem and it’s creating an issue and the problem not being addressed is becoming our problem. (Mayor Bruton – I will talk to Audrey and Maria and have them get someone to go out and look and get the culverts cleaned out. Thank you for coming out and letting us know.) (Councilor M. Armenta – Does this occur when there’s heavier rainfall? How many times does this occur throughout the year? The mayor and everybody else want to make this right.) The last storm and during the winter. Have had several conversations with Village staff several times regarding this issue. Thank you for your time.

6. **Approval of Agenda for Monday, August 4, 2025**

A C T I O N	Motion To:	Approve Agenda for Monday, August 4, 2025.		
	Made by:	J. Ortiz		Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- Yes Councilor Ortiz- Yes
	Second by:	E. Barnes		
	Motion carried?	PASSED	FAILED	



7. Council to Review and Approve Previous Minutes for July 30, 2025

[Attachment A – Emergency Meeting Minutes July 30, 2025](#)

Councilor M. Armenta – Thank Councilor Barnes and Councilor Garcia for making the time to attend the meeting as I was unable to attend. (Mayor Bruton – Yes, we all appreciate it and all we needed was 2 to have quorum and having this meeting will help avoid a finding on next audit.) (Councilor Y. Garcia – Thank you all for everything as well. We’re a team and wherever there’s a shortfall or someone can’t make it someone else picks up.)

A C T I O N	Motion To:	Approve Minutes for July 30, 2025.	
	Made by:	Y. Garcia	
	Second by:	E. Barnes	
	Motion carried?	PASSED	FAILED

8. Council to Review and Approve Resolution 2025-26 Designating a Voting Delegate and Alternate

[Attachment B.1 – Resolution 2025-26 Designating a Voting Delegate and Alternate](#)

[Attachment B.2 – NMML 68th Annual Conference Email](#)

Mayor Bruton – I suggest that we appoint Audrey and Maria as the delegates must attend and I’m not sure if any of the Councilors would like to attend or will be able to attend. Everyone is welcome to attend and if you would like to be a delegate you will have to attend. (Councilor E. Barnes – Did we send delegates to Clovis last year?) No but this year the NMML is requiring that we appoint delegates before the conference this year. (Councilor M. Armenta – I think it’s a great idea that we appoint Audrey and Maria, and they’ll represent us great.)

A C T I O N	Motion To:	Approve Resolution 2025-26 Designating Audrey Caufield as Voting Delegate and Maria Martinez as Alternate Voting Delegate	
	Made by:	J. Ortiz	
	Second by:	M. Armenta	
	Motion carried?	PASSED	FAILED

9. Council to Review and Approve Resolution 2025-27 Approving the Donation of a Firetruck

[Attachment C.1 – Resolution 2025-27 Approving the Donation of a Firetruck](#)

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

Mayor Bruton – This is the 1988 fire truck, I spent some time a few weeks ago fixing some things on it so that it’s ready for the firefighters to come out and drive it back to Mexico. They’re excited and if we could donate it to someone who will put it to use is great (Councilor Y. Garcia – This is great that we’re able to donate it for a good cause. (Councilor E. Barnes – Will this be removed from our capitol inventory? Clerk/Manager A. Caufield – Yes)

A C T I O N	Motion To:	Approve Resolution 2025-27 Approving the Donation of Firetruck	
	Made by:	Y. Garcia	
	Second by:	E. Barnes	
	Motion carried?	PASSED	FAILED

10. Council to Review and Approve Resolution 2025-28 Water Trust Board Application Approval

[Attachment D.1 – Resolution 2025-28 Approval of Water Trust Board Application for Wastewater System](#)

[Attachment D.2 – 2026 Water Trust Board NOI](#)

Mayor Bruton – This is a \$1.2 million with no match on it comes from water trust board and will go towards wastewater if approved. (Clerk/Manager A. Caufield – If this is approved this will help with the North Monte Vista project and not have to downsize the project and will have everyone on Monte Vista included.)



(Councilor M. Armenta – When will we have an answer? A. Caufield – We don’t know.) (Councilor J. Ortiz – Glad we’re going after this funding and thanks to Audrey for finding these funds.)

A C T I O N	Motion To:	Approve Resolution 2025-28 Water Trust Board Application Approval		
	Made by:	M. Armenta		Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- Yes Councilor Ortiz- Yes
	Second by:	J. Ortiz		
	Motion carried?	PASSED	FAILED	

11. Updates

- a. Prior Meeting Items Discussions
 - i. Fixed Assets Listing – Quit Claim
Clerk/Manager A. Caufield – Still working on getting the updated fixed assets listing pending Quit Claim for properties not listed. Will work with Councilor Ortiz on this.
- b. Mayor Bruton
 - i. Carmino/Criswell currently underway and should be complete by late September and contractors will transition over to Pine View.
 - ii. 90% Pine View meeting on Wednesday at 2:00pm. Councilor Armenta and Councilor Barnes have been invited to that meeting, I will be attending and any other Council Members wanting to attend are more than welcome to attend, the NOPQ has already been posted. After that meeting, we will schedule a walkthrough with residents in that area. Councilor Barnes if you can please help coordinating with residents in that area. (Councilor E. Barnes – Yes of course.)
- c. Councilors
 - E. Barnes –
 - i. Sedillo Ridge Open Space Master Plan Community Conversation at the Ranger Station on Thursday August 14, 2025 from 6:00-7:30pm. Commissioner Eric Olivas is supposed to be there.
 - M. Armenta –
 - i. Pocket Park – Would like to start cleaning up all that mud. Sprinkler systems functioning correctly and take care of any repairs. (Mayor Bruton – Spoke to Bernalillo County Emergency Management trying to look at State funding, will be contacting other representatives from the Governor’s Office to see if there are any other funds available. We’ll be asking Leon/Hector to start working on it.) Maybe do a clean-up on a Saturday with all of us volunteering and get some of the clean-up done. (Councilor J. Ortiz – I like that idea.) (Mayor Bruton – Really good idea to get the community together to work together.) Wouldn’t mind using my dump trucks to get all the dirt and debris cleaned out.
 - ii. Bridge at Primera Agua – In the future look at widening that bridge like the one on Patricio Garcia.
 - iii. Pine View – Happy to hear that this project will start soon.
 - iv. Bernalillo County – Someone was supposed to reach out to Maria or Audrey regarding the yard being used to stored base course. (Maria/Audrey- They haven’t reached out.) Will reach out to them again to make sure they are aware of the process.
 - v. Resident over by Pocket Park – Looks like they might be building some sort of structure.
 - J. Ortiz –
 - i. RV at Pohl Property – Was there a letter sent or would you all like me to go speak to them? (Mayor Bruton – Have we ever sent out a letter? Clerk/Manager A. Caufield – No, we were waiting on them to get their permit from Bernalillo County which was when they stated they would get the RV out, but they haven’t. Mayor Bruton – They’re waiting on engineer stamp on plans to get permit. We will follow up with them again.)



M. Armenta – Commissioner Garcia has a question. Bus up on Pine Ridge? (Deputy Clerk M. Martinez – We’re still working on it with Bernalillo County Building Official, letters were sent last week. Clerk/Manager A. Caufield – They are working on revoking his building permits since he didn’t come to Planning & Zoning Hearing prior to getting his permits.)

Y. Garcia – No updates

d. Clerk – A. Caufield

- i. Candidate Training / Candidate Information Sheet – Signed up Councilor Armenta and Councilor Ortiz for the upcoming training. Copy of information sheet printed and available in the office for those who would like to pick up a copy.
- ii. NMML 68th Annual Conference – Will be in Ruidoso this year. Provided you all with a copy of the dates, costs and regeneration information. Email me if you’d like to attend.
- iii. Fixed Assets Listing – Quit Claim – Will work with Councilor Ortiz.
- iv. East Mountain Celebration – Sunday September 21st. (Councilor M. Armenta-Where?) Vista Grande Community Center. (Councilor J. Ortiz – Councilor Armenta and I will help in recruiting cars for the car show.)
- v. Easements – Property owners did not apply for easements with us. I let Bernalillo County know they property owners must go through us prior to going to NMDOT, Bernalillo County will be helping with making sure that NMDOT doesn’t approve without an approval from the Village.
- vi. Rincon Loop- In addition to the erosion Mr. Roberts spoke up about the culverts in that area are full and there’s a lot of erosion. Flooding didn’t happen before culverts were installed, water dumping into the property. Will need to go after road funds to get the drainage repaired.

e. Deputy Clerk – M. Martinez

- i. Ancestry.com subscription for the Senior Center – Cost will be \$3085.00 but does not include family trees, member directory, ancestry message boards, ancestryDNA, historical newspaper collection, family and local history collection, obituary collection, passenger and immigration lists index, biography genealogy master index and freedman’s bank records. (Clerk A. Caufield – They only offer the “Library” version and it’s just a shell.) (Mayor Bruton – I can see why the “Library” version would not be convenient since it’s just the shell. We can’t purchase a subscription for everyone. I don’t think we should purchase.) (Councilor E. Barnes – Alternative option could be FamilySearch.org which is free. Everyone would just have to sign up. I’ve been using it for some time.)
- ii. Summer Concert – August 23, 2025 from 5-8pm.

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

The next Regular Meeting of the Governing Body of the Village of Tijeras will be held on Monday, August 18, 2025, at 6 P.M. in the Council Chambers.

13. **Adjournment**

Meeting adjourned at 6:40pm.

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.