



**MEETING MINUTES
VILLAGE OF TIJERAS
REGULAR COUNCIL MEETING
MONDAY, NOVEMBER 3, 2025, AT 6:00 P.M.
TIJERAS SENIOR CENTER AND ZOOM**

Please turn off cell
phones or set to silent.

Join Zoom Meeting
<https://us06web.zoom.us/j/81796872517?pwd=geuxbcK9Lhwx8UapWFkDtXLarAlrNb.1>
Meeting ID: 817 9687 2517
Passcode: 788794
Dial: (720)707-2699

1. **Call to Order**

Meeting called to order by Mayor Pro Tempore M. Armenta
Mayor Bruton not in attendance.

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**

None

5. **Public Comment**

Frank Perea – Attending meeting to hear what Governing Body has to present. Choose not to speak.
Rita Rivera (Senior Center Manager) – Concerned regarding changes with City of Albuquerque Meal Site Program. Currently serving tray meals versus bulk/portioned meals until training is provided to get someone certified to serve meals. Training will be provided to Village staff by City of Albuquerque in the coming weeks but not certain of the schedule. (Councilor E. Barnes – When were you notified about this?) Received a call from Tim Martinez this morning but heard about the changes since July. (Councilor J. Ortiz- Is this a funding issue with the City?) Yes, all kitchen coordinators are having to service multiple Senior Centers. All centers are being affected not just Village of Tijeras.

6. **Approval of Agenda for Monday, November 3, 2025**

A C T I O N	Motion To:	Table all items on the agenda and recess to reconvene Wednesday November 5, 2025, at 3:00 PM at Tijeras Senior Center and via Zoom.	
	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. **Adjournment**

Meeting adjourned at 6:08 P.M.

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

Wednesday November 5, 2025, at 3:00 P.M. at Tijeras Senior Center.



**VILLAGE OF TIJERAS
RECONVENE REGULAR COUNCIL MEETING
WEDNESDAY, NOVEMBER 5, 2025, AT 3:00 P.M.
TIJERAS SENIOR CENTER AND ZOOM**

Join Zoom Meeting

<https://us06web.zoom.us/j/81521827988?pwd=7Cm1khKfwHc8Ukn62S8R5UEnGhaeb.1>

Meeting ID: 815 2182 7988

Passcode: 927117

Dial: (720)707-2699

9. Call to Order

Meeting called to order by Mayor Bruton

10. Pledge of Allegiance

Pledge of Allegiance led by Mayor Bruton

11. Roll Call/Determination of Quorum

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

12. Approval to Reconvene from Recess Called Monday November 3, 2025.

A C T I O N	Motion To:	Reconvene from Recess Called on Monday, November 3, 2025.					
	Made by:	J. Ortiz				Councilor Armenta- Yes	
	Second by:	E. Barnes				Councilor Barnes- Yes	
	Motion carried?	PASSED		FAILED		Councilor Garcia- Yes Councilor Ortiz-Yes	

13. Approval of Agenda for Wednesday, November 5, 2025

A C T I O N	Motion To:	Approve the Agenda for Wednesday, November 5, 2025.					
	Made by:	Y. Garcia				Councilor Armenta- Yes	
	Second by:	M. Armenta				Councilor Barnes- Yes	
	Motion carried?	PASSED		FAILED		Councilor Garcia- Yes Councilor Ortiz-Yes	

14. Council to Review and Approve Previous Minutes for October 6, 2025

[Attachment A – Regular Council Meeting DRAFT Minutes October 6, 2025](#)

Councilor E. Barnes –

Councilor Garcia asked about weeds at Molly's Bar. Has that been addressed? (Mayor Bruton – Yes that has been addressed and he's taken care of a lot of the weeds.) (Councilor Y. Garcia – Yes, they've cleaned up a lot of the weeds on their property.)

Carmino/Criswell paving? (Mayor Bruton- Yes, drove through there and it's paved there are a few spots that need work where they will be adding concrete, but most is complete.)

A C T I O N	Motion To:	Approve Minutes for Minutes October 6, 2025.					
	Made by:	M. Armenta				Councilor Armenta- Yes	
	Second by:	E. Barnes				Councilor Barnes- Yes	
	Motion carried?	PASSED		FAILED		Councilor Garcia- Yes Councilor Ortiz- Yes	



15. **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**

A C T I O N	Motion To:	Enter Executive Session Pursuant to NMSA 1978, Section 10-15-1(H)(2) of the Open Meetings Act, Council to Close Session for Discussion of Limited Personnel Matters.		
	Made by:	Y. Garcia		Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- Yes Councilor Ortiz- Yes
	Second by:	M. Armenta		
	Motion carried?	PASSED	FAILED	

16. **Council to Reconvene in Open Session**

A C T I O N	Motion To:	Reconvene in Open Session.		
	Made by:	J. Ortiz		Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- Yes Councilor Ortiz- Yes
	Second by:	E. Barnez		
	Motion carried?	PASSED	FAILED	

17. **Council to Confirm and Certify for the Record that the matters discussed in closed session were limited only to those specified in the motion to close and no action was taken.**

A C T I O N	Motion To:	Confirm and certify that the matters discussed in closed session were limited to those specified in the motion to close and no action was taken.		
	Made by:	J. Ortiz		Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- Yes Councilor Ortiz- Yes
	Second by:	E. Barnes		
	Motion carried?	PASSED	FAILED	

18. **Council to Review and Approve September 2025 Income Statement**

[Attachment B – Income Statement - September 2025](#)

- Councilor M. Armenta – Thank you, I really appreciate the hard work and getting these out to us.
- Councilor Y. Garcia – Why are there different budgets for full time salaries? (Clerk/Manager A. Caufield – The salaries are separate as follows: Governing Body, Village Staff, Senior Center, and Maintenance.) Is there a way to see what the transfers out are for? (Clerk/Manager A. Caufield – They're done during budget season to make funds whole.)

A C T I O N	Motion To:	Approve September 2025 Income Statement.		
	Made by:	M. Armenta		Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- Yes Councilor Ortiz- Yes
	Second by:	E. Barnes		
	Motion carried?	PASSED	FAILED	

19. **Council to Review and Approve Resolution 2025-32 Approving the Sale of a Surplus Utility Trailer**

[Attachment C.1 – Resolution 2025-32 Approving the Sale of a Surplus Utility Trailer](#)

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

- Mayor Bruton – Has everyone had the opportunity to look at it?
- Councilor E. Barnes – I have not had the opportunity to look at it but I will agree with what's best.



- Councilor M. Armenta – I did look at it and it is large. Spoke to Hector and he stated that there really is no use for it and that we do have a smaller trailer that is useful and he's using. I appreciate you giving us the time and allowing for discussion before selling it.
- Councilor J. Ortiz – Can it be used as storage? Looked up the value and we are getting what it's worth for that model. (Mayor Bruton – I would hate to fill it with stuff and it is getting stolen.) (Councilor M. Armenta – Asked Hector and he stated that it's taking up more room than what it's useful for.) (Clerk/Manager A. Caufield – Also would have to spend on upkeep as it will need tires soon.) If Councilor M. Armenta already spoke to Hector and there really is no use for it we should move forward with getting rid of it.

A C T I O N	Motion To:	Approve Resolution 2025-32 Approving the Sale of Surplus Utility Trailer.		
	Made by:	E. Barnes		Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- Yes Councilor Ortiz- Yes
	Second by:	Y. Garcia		
	Motion carried?	PASSED	FAILED	

20. **Council to Review and Approve Resolution 2025-33 Approval of a Professional Services Contract**

[Attachment D.1 – Resolution 2025-33 Approval of a Professional Services Contract](#)

[Attachment D.2 – Small Purchase Contract Village of Tijeras](#)

- Mayor Bruton – Jessica has left Robles Rael & Anaya to join new firm and I would like to continue working with her as our attorney. She's always very helpful/responsive.
- Councilor M. Armenta – Have to agree as I am very thankful for having Jessica with us. Is this contract the same as what we had with Robles & Anaya? (Clerk/Manager A. Caufield – We went to RFP for Robles & Anaya and we're currently on a month to month as our contract ended. Going with Virtue & Najjar we didn't have to go to RFP as the amount is under the state procurement requirements.)
- Councilor J. Ortiz – Jessica is very valuable to the Village. Is the cost for the new contract less or more? (Mayor Bruton – It's probably going to be less or about the same.)
- Councilor Y. Garcia – Agree with all as she knows a lot about the Village and think it would be wise to continue having Jessica.
- Councilor E. Barnes – Agree as she has been very helpful to the Village and is quite an asset to keep.

A C T I O N	Motion To:	Approve Resolution 2025-33 Approval of Professional Services Contract.		
	Made by:	M. Armenta		Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- Yes Councilor Ortiz- Yes
	Second by:	E. Barnes		
	Motion carried?	PASSED	FAILED	

21. **Council to Review and Approve Rogers & Co. Quote – Well 3 Pump & Motor Purchase**

[Attachment E – Quote – Rogers & Co. – Well 3 Pump & Motor](#)

- Councilor M. Armenta – What caused the damage to the pump, the pipe, or the water? Will the new pump be more durable? (Mayor Bruton – The water caused the damage. We can discuss if it will be more durable.) (Clerk/Manager A. Caufield – Prodigy recommended this pump.)
- Councilor J. Ortiz – Will there be a warranty? (Clerk/Manager A. Caufield – 1 year warranty.)

A C T I O N	Motion To:	Approve Rogers & Co. Quote – Well 3 Pump & Motor Purchase with Contingency new pump will combat corrosion.		
	Made by:	M. Armenta		Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- Yes Councilor Ortiz- Yes
	Second by:	J. Ortiz		
	Motion carried?	PASSED	FAILED	



22. Council to Review and Approve Purchase of Hydrovac Excavator

Attachment F.1 - Vermeer Quote 31195

Attachment F.2 - Vermeer Quote 31197

Attachment F.3 – Ditch Witch Quote 20230014

Attachment F.4 – Ditch Witch Quote 20229759

- Mayor Bruton – Looking at purchasing Quote 20229759. It is a bigger model but can be used for different projects including cleaning culverts, potholes, wash outs etc.
- Clerk/Manager A. Caufield – Remind council we have \$50000.00 in grant funds and asking for the difference to come out of the water fund. We did get 4 different quotes as this is a state requirement. The quotes from Ditch Witch are in line with the state pricing agreement.
- Councilor M. Armenta – Spoke to Hector about this situation as well and as this is a little more expensive it can be used for a lot more projects and if taken care of well it will last the Village a long time.
- Councilor J. Ortiz – When this is purchased will the maintenance crew have to get specific training on this type of equipment? (Councilor M. Armenta – It's a big machine but it's safe to operate sometimes safer than operating a backhoe.)

A C T I O N	Motion To:	Approve Purchase of Hydrovac Excavator Ditch Witch Quote 20229759		
	Made by:	Y. Garcia		Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- Yes Councilor Ortiz- Yes
	Second by:	E. Barnes		
	Motion carried?	PASSED	FAILED	

23. Council to Review and Approve Repair Quote for Concrete at Brandy's Hair Salon

Attachment G – Quote 25081

- Councilor E. Barnes – Were these repairs included in a previous contract? (Clerk/Manager A. Caufield – No, these repairs are due to wear and tear. When the agreement was signed by Brandy a few years ago these were items that were supposed to be taken care of and were never addressed.)
- Councilor M. Armenta – Understand the urgency of getting these repairs taken care of as Brandy has been waiting for some time now but can we in the future get multiple quotes as we do for other purchases. (Clerk/Manager A. Caufield – Absolutely, would you like for other quotes before moving on?) No I'm ok but for future if we can get more than one quote.

A C T I O N	Motion To:	Approve Quote 25081 for Concrete Repair at Brandy’s Hair Salon		
	Made by:	J. Ortiz		Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- Yes Councilor Ortiz- Yes
	Second by:	E. Barnes		
	Motion carried?	PASSED	FAILED	

24. Council to Review and Approve Repair/Replace Quote for Service Poles at Veterans Memorial and Luis Garcia Park

Attachment H – Quote 25084

- Councilor M. Armenta – Mayor, I understand the urgency on getting this taken care of because of the damage it may cause if it falls over, but for future repairs I ask that we get multiple quotes.
- Councilor J. Ortiz – Did the broken window at the church get fixed? (Clerk/Manager A. Caufield – There is a plexiglass for now as we have to get a custom glass order because it's a historical building.) (Councilor Y. Garcia – During our last event there were kids messing with the glass. As ugly as it may look for now maybe think about covering with plywood while the windows are repaired.)



ACTION

Motion To:	Approve Quote 25084 for Repair/Replace Service Pole at Veterans Memorial and Luis Garcia Park.		
Made by:	Y. Garcia		Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- Yes Councilor Ortiz- Yes
Second by:	M. Armenta		
Motion carried?	PASSED	FAILED	

25. **Council to Review and Approve Repair Quote for Concrete at Veterans Memorial and Luis Garcia Park**
Attachment I – Quote 25080

- Councilor J. Ortiz – Is this something our guys can take care of?
- Councilor M. Armenta – When we had our clean up event Representative Lord suggested on getting an estimate on the brick and submit for capital outlay, maybe we can also add this cost to that. She's concerned about the esthetics and would like to help if possible.

A C T I O N	Motion To:	No Motion Taken		
	Made by:			Councilor Armenta- No Councilor Barnes- No Councilor Garcia- No Councilor Ortiz- No
	Second by:			
	Motion carried?	PASSED	FAILED	

26. **Council to Review and Discuss Landscaping Quotes for Monthly Maintenance**
Attachment J – Monthly Quotes and Trees Project Various Roads

- Clerk/Manager A. Caufield – There are multiple quotes which include:
 1st One time quote to help with specific roads around the Village with weeds and tree removal.
 2nd quote is for the monthly for Luis Garcia Park/Church with annual cost of \$51K.
 3rd quote is for the monthly for the pedestrian side was at \$64K.
 With that total we would have to go to RFP.
- Councilor J. Ortiz – Can we look at hiring a seasonal employee for that? (Mayor Bruton – We tried that and had no luck.
- Councilor M. Armenta – I thank you guys for getting these quotes as requested. Can we look at hiring a full-time position for grounds only? (Mayor Bruton – We can look at that during budget season.)

A C T I O N	Motion To:	No Motion Taken		
	Made by:			Councilor Armenta- No Councilor Barnes- No Councilor Garcia- No Councilor Ortiz- No
	Second by:			
	Motion carried?	PASSED	FAILED	

27. **Updates**

- Prior Meeting Items Discussions - None
- Mayor Bruton – Great Trunk or Treat event. It was an amazing turn out. Thank Audrey and Maria for putting everything together as well as the rest of our staff for all the work.
- Councilors
 - Y. Garcia
 - Congratulations to Councilor Ortiz and Councilor Armenta on their win with the election.
 - Trunk or Treat – Great turn out, the early preparations and advertising was very well planned. Feedback that we should've handed out candy for some more time but other than that the rest of the feedback was great, and the residents were very happy. Craft Fair was great but maybe look into funding for an extension to the dining room. (Clerk/Manager A. Caufield – We already have funds for the garden in that area.)



- iii. Fire Hydrants – Is it possible or are we allowed to paint characters on our fire hydrants? (Mayor Bruton – We would have to talk to the Fire Marshal.)
- iv. Senior Center “Free Stuff” – Can we do a drive for our seniors (food, winter gear or other supplies.)
- v. Concrete at Brandy’s – Have the other repairs been taken care of? (Clerk/Manager A. Caufield – They have been addressed but haven’t be completed.)
- vi. VOT Cell phone number changed if possible due to too many spam calls. (Clerk/Manager A. Caufield – Yes, but because it was just recently changed, we must wait but will follow up with our contact.)

M. Armenta

- i. Thankful to the Community, Councilor Ortiz for all the work done to help.
- ii. Village Limits speed limit? (Mayor Bruton – It’s different on different roads and at different points which are set by NMDOT.) Passed Patricio Garcia it goes up to 50MPH and at Cresenciano its residential and there’s a blind spot, can NMDOT look at that? (Mayor Bruton – NMDOT will have to do a speed study and there are times where the speed is increased versus it reducing but we can talk to NMDOT.)
- iii. Senior Center – Concerned with CABQ meal site program changes. Can we have a workshop to discuss options? (Mayor Bruton – Yes, we can get something scheduled.)

E. Barnes

- i. Congratulations to Councilor Ortiz and Councilor Armenta, pleasure to serve with both.
- ii. Monica Lewis – Erosian @ 4 Avenida La Cristina. (Clerk/Manager A. Caufield- Pictures were taken and following up with NMSIF.)
- iii. Trunk or Treat event huge success and has been one of the best we’ve had. Kudos to all who participated, Mayor, Clerk, Deputy Clerk and all the volunteers. One of the best Halloween events the Village has ever had.
- iv. November Newsletter – Kudos to Maria, that was a nice newsletter. (Deputy Clerk M. Martinez – Thank you)

J. Ortiz

- i. Thank all residents and all who supported and voted for Councilor Armenta and me. It’s an honor to be re-elected, look forward to the next four years continue doing good things for our community.
- ii. Agree with Councilor Armenta on having a workshop regarding our Senior Center as we do have a high attendance which is a reflection of our staff.
- iii. Los Vecinos Community Center regarding Village having our own Christmas Celebration and they’re fine with that they would just like to know our date, so we don’t have our events on the same night.
- iv. When campaigning and talking to residents there were a few that gave some feedback and asked that we have more communication out regarding meetings before road projects take place.
- v. Start having quarterly workshop before meeting on a Monday to see what ideas are going on and have more input.

d. Clerk A. Caufield

- i. Veteran’s Day Celebration Monday November 10, 2025, at 10:00 A.M at the Veteran’s Memorial and after performance and speeches will have refreshments at Senior Center and Debra will also be having a recognition.
- ii. Employee Thanksgiving Luncheon (Potluck) Wednesday November 19th @ 1:30 and all Councilors and Commissioners are invited to join.
- iii. Christmas Party/December Celebration Friday December 12th from 4-7PM at Senior Center with tree lighting at Luis Garcia Park. Employee Christmas Party will be from 2-4PM at Village Hall Council Chambers with Potluck with Councilors and Commissioners along with families also invited.



- e. Deputy Clerk M. Martinez – Thank you all glad to hear Trunk or Treat turned out great sorry couldn't attend. Everything that's done is not only Audrey and I it's a team effort and our entire staff also do a lot to help.

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

The next Regular Meeting of the Governing Body of the Village of Tijeras will be held on Monday, November 17, 2025, at 6 P.M. at the Council Chambers.

29. **Adjournment**

Meeting adjourned at 4:25 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 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.