



**VILLAGE OF TIJERAS
REGULAR COUNCIL MEETING MINUTES
TUESDAY, JANUARY 20, 2026, 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/89497340942?pwd=j4mtOAYqx6QkXfdMPjIaksdDUGfN3u.1>
Meeting ID: 894 9734 0942
Passcode: 487480
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**

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

4. **Introduction of Guests**

Jessica Nixon – Village Attorney – Not present

5. **Public Comment**

None

6. **Approval of Agenda for Tuesday, January 20, 2026**

ACTION	Motion To:	Approve Agenda for Tuesday, January 20, 2026.					
	Made by:	Y. Garcia				Councilor Armenta- Yes	
	Second by:	E. Barnes				Councilor Barnes- Yes	
	Motion carried?	PASSED		FAILED		Councilor Garcia- Yes	
	Yes					Councilor Ortiz- Yes	

7. **Council to Review and Approve Regular Council Meeting Draft Minutes for January 5, 2026**

[Attachment A – Regular Council Meeting Draft Minutes for January 5, 2026](#)

ACTION	Motion To:	Approve Regular Council Meeting Minutes for January 5, 2026.					
	Made by:	E. Barnes				Councilor Armenta-Yes	
	Second by:	M. Armenta				Councilor Barnes- Yes	
	Motion carried?	PASSED		FAILED		Councilor Garcia- Yes	
	Yes					Councilor Ortiz- Yes	

8. **Council to Review and Approve Income Statement – December 2025**

[Attachment B – Income Statement December 2025](#)

- All Council members thankful to Audrey for having Income Statement out for review/approval.

ACTION	Motion To:	Approve December 2025 Income Statement.					
	Made by:	M. Armenta				Councilor Armenta- Yes	
	Second by:	Y. Garcia				Councilor Barnes- Yes	
	Motion carried?	PASSED		FAILED		Councilor Garcia- Yes	
	Yes					Councilor Ortiz- Yes	



9. **Council to Review and Approve Resolution 2026-02 Approving a Memorandum of Understanding Between the Village of Tijeras and the East Mountain Historical Society**

Attachment C.1 – 2026-02 Approving a Memorandum of Understanding Between the Village of Tijeras and the East Mountain Historical Society

Attachment C.2 - Village of Tijeras and East Mountain Historical Society Memorandum of Understanding

- Mayor Bruton – Continuation of current MOU just have to update with current date with no changes.
- Councilor Y. Garcia – Was told that the office EMHS uses at the Senior Center is not really being used but for storage and they hardly go into the office.
- Councilor E. Barnes – I’ve been there a few times and they’ve been there. Had conversations with them and offered to post their meeting information on our newsletter.
- Mayor Bruton – We can reach out and ask if they have office hours to where they can allow the public to access archives.
- Councilor J. Ortiz – Do they pay rent? I support them, just curious. (Mayor Bruton – No, they do not.)

A C T I O N	Motion To:	Approve Resolution 2026-02 Approving a Memorandum of Understanding Between the Village of Tijeras & the East Mountain Historical Society.		
	Made by:	J. Ortiz		Councilor Armenta- Yes
	Second by:	Y. Garcia		Councilor Barnes- Yes
	Motion carried? Yes	PASSED	FAILED	Councilor Garcia- Yes Councilor Ortiz- Yes

10. **Council to Discuss and Take Action to Select a Member of Council to serve as Mayor Pro Tem**

Mayor Discussion: Under New Mexico state law and the Village of Tijeras Code of Ordinances, the Mayor Pro Tem is selected by the Village Council from among its members. The Mayor Pro Tem presides in the absence of the Mayor and performs other duties as authorized by law and ordinance.

- Mayor Bruton – Like in the past it’s up to Council to decide if they’d like to nominate somebody and vote.
- Councilor J. Ortiz – Current Mayor Pro Tem Armenta is doing a great job and would like to nominate him.
- Councilor E. Barnes – Agree and think he’s been doing a great job including in the absence of the mayor and support him.
- Councilor Y. Garcia – Agree and think he should continue as Mayor Pro Tem.

A C T I O N	Motion To:	Approve Councilor Matt Armenta as Mayor Pro Tem.		
	Made by:	J. Ortiz		Councilor Armenta- Yes
	Second by:	E. Barnes		Councilor Barnes- Yes
	Motion carried? Yes	PASSED	FAILED	Councilor Garcia- Yes Councilor Ortiz- Yes

- All congratulated Councilor M. Armenta. (Councilor M. Armenta – Thank you.)

11. **Council to Discuss and Take Action to Approve the Mayor’s appointment of a Village Clerk**

Mayor Discussion: Pursuant to the Village of Tijeras Code of Ordinances and New Mexico state law, the Mayor appoints the Village Clerk, subject to approval by the Village Council. The Village Clerk is responsible for maintaining official records, supporting the governing body, and performing duties as prescribed by law and ordinance.

- Mayor Bruton – Would like to appoint Audrey Caufield as Village of Tijeras Clerk. Work Audrey does is phenomenal, she is a value to our team and to our community. Really appreciated.
- Councilor Y. Garcia – Love Audrey’s attention to detail, promptness on responding to inquiries, organizational skills and appreciate everything.



- Councilor M. Armenta – Everything is getting fixed as there were a lot of issues and things are now running smooth and very thankful for the hard work. Agree with reappointing Audrey is she does great in her rold.
- Councilor E. Barnes – Audrey’s financial reports are fantastic, notifications to us are always very timely. Agree to reappoint her as our Clerk.
- Councilor J. Ortiz – Would like to echo what everyone has stated about Audrey. Audrey does an awesome job and see that her heart is in the job and really cares for the Village and the community and truly appreciate you.

A C T I O N	Motion To:	Approve appointed of Village Clerk to Audrey Caufield.		
	Made by:	Y. Garcia		Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- Yes Councilor Ortiz- Yes
	Second by:	M. Armenta		
	Motion carried? Yes	PASSED	FAILED	

12. **Council to Discuss and Take Action to Approve the Mayor’s appointment of a Deputy Clerk**

Mayor Discussion: Pursuant to the Village of Tijeras Code of Ordinances and applicable New Mexico state law, the Mayor appoints the Deputy Clerk, subject to approval by the Village Council. The Deputy Clerk assists the Village Clerk in performing official duties and assumes responsibilities as assigned or as required by law and ordinance.

- Mayor Bruton – Would like to reappoint Maria Martinez as Deputy Clerk for the Village. Maria & Audrey are a dynamic duo and work very well together. Has grown into this role since appointed.
- Councilor Y. Garcia – Agree and think they do work well together. Any feedback given to Maria it’s taken very well. Really appreciate what you do.
- Councilor M. Armenta – Agree with the Mayor in saying they’re a dynamic duo and they do really work very well together. Very happy with the way things are taken care of with them.
- Councilor E. Barnes – Appears that they do work very well together. How do you feel Audrey, working with Maria? (Clerk A. Caufield – I don’t think I would be this successful without her.)
- Councilor J. Ortiz – Maria is great, thank you for all you do.
- Commissioner R. Garcia – Agree with all. Thankful for their help when I have questions. Glad they’re staying on board.

A C T I O N	Motion To:	Approve appointment of Village Deputy Clerk to Maria Martinez.		
	Made by:	Y. Garcia		Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- Yes Councilor Ortiz- Yes
	Second by:	E. Barnes		
	Motion carried? Yes	PASSED	FAILED	

13. **Council to Approve Resolution 2026-03 Authorizing the Assignment of Officer and Fiscal Designee for Capital Appropriation SAP 24-I2361-GF**

Attachment D – Resolution 2026-03 Authorizing the Assignment of Officer and Fiscal Designee

A C T I O N	Motion To:	Approve Resolution 2026-03 Authorizing the Assignment of Officer and Fiscal Designee for Capital Appropriation SAP 24-I2361-GF		
	Made by:	Y. Garcia		Councilor Armenta- Yes Councilor Barnes- Yes Councilor Garcia- Yes Councilor Ortiz- Yes
	Second by:	E. Barnes		
	Motion carried? Yes	PASSED	FAILED	



14. Council to Approve Resolution 2026-04 Authorizing the Assignment of Officer and Fiscal Designee for Capital Appropriation SAP 24-I4049-STBR

Attachment E – Resolution 2026-04 Authorizing the Assignment of Officer and Fiscal Designee

A C T I O N	Motion To:	Approve Resolution 2026-04 Authorizing the Assignment of Officer and Fiscal Designee for Capital Appropriation SAP 24-I4049-STBR		
	Made by:	M. Armenta		Councilor Armenta- Yes
	Second by:	E. Barnes		Councilor Barnes- Yes
	Motion carried? Yes	PASSED	FAILED	Councilor Garcia- Yes Councilor Ortiz- Yes

15. Council to Approve Resolution 2026-05 Authorizing the Assignment of Officer and Fiscal Designee for Capital Appropriation SAP 24-I4048-STBR

Attachment F – Resolution 2026-05 Authorizing the Assignment of Officer and Fiscal Designee

A C T I O N	Motion To:	Approve Resolution 2026-05 Authorizing the Assignment of Officer and Fiscal Designee for Capital Appropriation SAP 24-I4048-STBR		
	Made by:	Y. Garcia		Councilor Armenta- Yes
	Second by:	J. Ortiz		Councilor Barnes- Yes
	Motion carried? Yes	PASSED	FAILED	Councilor Garcia- Yes Councilor Ortiz- Yes

16. Council to Approve Resolution 2026-06 Approving a Memorandum of Understand Between the Village and MRCOG for Project SAP 24-I4049-STBR

Attachment G – Resolution 2026-06 Approving a MOU Between the Village and MRCOG

A C T I O N	Motion To:	Approve Resolution 2026-06 Approving a Memorandum of Understanding Between the Village of Tijeras and MRCOG for Project SAP 24-I4049-STBR		
	Made by:	J. Ortiz		Councilor Armenta- Yes
	Second by:	Y. Garcia		Councilor Barnes- Yes
	Motion carried? Yes	PASSED	FAILED	Councilor Garcia- Yes Councilor Ortiz- Yes

17. Council to Approve Resolution 2026-07 Approving a Memorandum of Understand Between the Village and MRCOG for Project SAP 24-I4048-STBR

Attachment H – Resolution 2026-07 Approving a MOU Between the Village and MRCOG

A C T I O N	Motion To:	Approve Resolution 2026-07 Approving a Memorandum of Understanding Between the Village of Tijeras and MRCOG for Project SAP 24-I4048-STBR		
	Made by:	E. Barnes		Councilor Armenta- Yes
	Second by:	M. Armenta		Councilor Barnes- Yes
	Motion carried? Yes	PASSED	FAILED	Councilor Garcia- Yes Councilor Ortiz- Yes



18. Updates

- a. Prior Meeting Items Discussions - None
- b. Mayor Bruton – Hydro Vac – Tested with guys and works great. Would like to get maintenance crew some training on how to fully operate the machine. Asked the guys to order extensions. Really appreciate councilors approval to purchase as this is going to save us money in the long run.
- c. Councilors
 - Councilor Y. Garcia
 - i. Dump Trailer purchase? (Clerk/Manager A. Caufield – Yes and guys already using.)
 - Councilor M. Armenta
 - i. Pineview updates? (Clerk/Manager A. Caufield – Meeting scheduled Friday 1/23 to schedule Pre-Construction meeting.
 - ii. Appreciate the encouragement to attend the training for elected officials in Santa Fe, great information.
 - Councilor E. Barnes
 - i. NMSIF flyer received in training regarding roof repair on our buildings. (Clerk/Manager A. Caufield – Thank you for the information.)
 - ii. Trash pick up fees? (Clerk/Manager A. Caufield – No, we do not as it's an outside company who picks up trash.)
 - iii. IPRA- Should not use personal phone for Village business in case of an IPRA request.
 - iv. Ruidoso received grant money for bridge repairs from Water Trust Board, is this something we can apply for? (Clerk/Manager A. Caufield – Will check for funding.)
 - Councilor J. Ortiz
 - i. Thanks for allowing us to attend elected official training in Santa Fe.
 - ii. Grant Writer? (Mayor Bruton – Currently working ok but would like to hire someone who can work in house.)
 - iii. Residents complaining about fire department and spoke to fire department while in training and they agreed that we did the right thing.
 - iv. Earth Day – Bernalillo County would like to do what we've done in the past versus our idea of Arroyo clean up. Looking at April 11th for our Earth Day. Ashley from Trail Rider would like to sponsor.
- d. Clerk A. Caufield
 - i. Blood Drive 1/21/2026 at Village Hall.
 - ii. Municipal Day 02/04/2026 & 02/05/2026. Will email information to all who would like to attend.
- e. Deputy Clerk M. Martinez – None

19. Time and Place of Next Meeting

The next Regular Meeting of the Governing Body of the Village of Tijeras will be held on Monday, February 2, 2026, at 6:00 p.m. in the Council Chambers.

20. Adjournment

Meeting adjourned at 6:52PM.

"If you are an individual with a disability who is in need of 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."