



**MINUTES**  
**VILLAGE OF TIJERAS**  
**HYBRID COUNCIL MEETING**  
**MONDAY, MARCH 18, 2024 AT 6:00 P.M.**  
**COUNCIL CHAMBERS / ZOOM**

1. **Call to Order**

Meeting called to order at 6:00 by  
Mayor Bruton

**Please turn off cell  
phones or set to silent  
mode.**

2. **Pledge of Allegiance**

Mayor Bruton led attendees in the Pledge of Allegiance.

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

MA	✓	EB	✓	YG	✓	JO	✓
Quorum present	Yes	No					

4. **Introduction of Guests**

Jessica Nixon, Village Attorney  
Geoff Mamerow, SAS  
Jack Crider, Entranosa WWA

Audrey Caufield, Finance Director  
Rita Rivera, Senior Center Manager  
Ramon Garcia, P&Z Commissioner

5. **Public Comment**

None.

6. **Approval of Agenda**

A C T I O N	Motion	Approve the Agenda		
	Made by:	Ortiz		Councilor Armenta-Yes
	Second by:	Armenta		Councilor Barnes-Yes
	Motion carried?	PASSED	FAILED	Councilor Garcia-Yes Councilor Ortiz-Yes

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

[Attachment A - 030424 Draft Minutes.pdf](#)

A C T I O N	Motion	Approve the Minutes for March 4, 2024		
	Made by:	Garcia		Councilor Armenta-Yes
	Second by:	Barnes		Councilor Barnes-Yes
	Motion carried?	PASSED	FAILED	Councilor Garcia-Yes Councilor Ortiz-Yes

8. **Council to Review Previous Planning and Zoning Commission Meeting Minutes**

[Attachment B - 022824 P&Z Draft Minutes.pdf](#)

*The Governing Body reviewed the Planning and Zoning Commission Meeting Minutes.*

Councilor Barnes requested more information regarding the zoning complaint mentioned in the minutes. Clerk Kennedy informed the Councilor that the complaint is related to a drainage issue allegedly originating from the PNM Manzanita Substation property and impacting an adjacent property owner. He added that an engineer from Molzen Corbin had visited the site to inspect the drainage and issued a letter to the Village with official findings. Village staff are determining what action to take based on the letter.

9. **Council to Hear Presentation of Fiscal Year 2023 Audit Report**

*Geoff Mamerow of SAS presented the fiscal year 2023 audit report to the Governing Body.*

10. **Council to Review and Take Action on Resolution 2024-07 Acknowledging and Accepting the FY2023 Audit Report**

[Attachment C - Resolution 2024-07 Accepting the FY23 Audit.pdf](#)

[Attachment D - Village of Tijeras - FY23 Audit - Response to DFA Audit Review Letter.pdf](#)

Mayor Bruton stated that the Village has made substantial progress during the current administration on correcting audit findings inherited from the previous administration.

Clerk Kennedy provided an overview of the actions Village staff have taken to correct the findings identified in the FY2023 audit report, as described more in greater detail in Attachment D.

Councilor Barnes recused himself from the vote, as he was not yet on the Council during FY23.

A C T I O N	<b>Motion</b>	<b>Approve Resolution 2024-07</b>	
	<b>Made by:</b>	<b>Ortiz</b>	
	<b>Second by:</b>	<b>Armenta</b>	
	<b>Motion carried?</b>	<b>PASSED</b>	<b>FAILED</b>
<b>Councilor Armenta-Yes</b> <b>Councilor Barnes-Recused</b> <b>Councilor Garcia-Yes</b> <b>Councilor Ortiz-Yes</b>			

### **11. Council to Review and Take Action on Resolution 2024-08** **Revising the 2024 OMA Resolution**

[Attachment E - Resolution 2024-08 OMA Resolution 2024 Revision.pdf](#)

Mayor Bruton stated that Councilor Garcia suggested reducing the Village Council’s regular meeting schedule to one meeting per month and creating the option for virtual attendance at all meetings. Mayor Bruton thought the suggestion was a good one and instructed Village staff to update the OMA resolution accordingly. Mayor Bruton asked for feedback from the Council about the change and also their preferred meeting date.

Councilor Ortiz stated he would prefer to meet on the third Monday of each month. He added he would like to monitor the length of Council Meetings and reverse the change if it causes meetings to become excessively long or otherwise negatively affects the Village’s ability to conduct business. Mayor Bruton thanked Councilor Ortiz for his feedback and stated he agreed.

Councilor Armenta stated he is open to holding Village Council meetings in hybrid format, but noted he has concerns about virtual participation in executive sessions.

Village Attorney Jessica Nixon stated that anyone participating virtually in an executive session must certify that there is no one else present in the room with them. She also noted that the Village can prohibit virtual participation in executive sessions. She identified a typo in the draft resolution.

The Council decided to amend the resolution to specify that meetings will be held on the third Monday of each month and to correct the typo identified by the Village Attorney.

A C T I O N	<b>Motion</b>	<b>Approve Resolution 2024-08 as Amended</b>	
	<b>Made by:</b>	<b>Ortiz</b>	
	<b>Second by:</b>	<b>Garcia</b>	
	<b>Motion carried?</b>	<b>PASSED</b>	<b>FAILED</b>
<b>Councilor Armenta-Yes</b> <b>Councilor Barnes-Yes</b> <b>Councilor Garcia-Yes</b> <b>Councilor Ortiz-Yes</b>			

12. **Council to Review and Take Action on Amended MOU between the Village of Tijeras and Entranosa Water & Wastewater Association for Pipeline Project G2799**

[Attachment F - Amended Village of Tijeras-Entranosa MOU for Pipeline Project G2799.pdf](#)

Mayor Bruton stated that the amended agreement would result in the Village owning the project. Upon completion of the project, The Village would lease it to Entranosa at rate of \$7,000.00 per year over 50 years. He noted there is also an amendment to specify that Entranosa will be responsible for the cost of any change orders.

A C T I O N	<b>Motion</b>	<b>Approve the Amended MOU</b>		
	<b>Made by:</b>	Armenta		Councilor Armenta-Yes
	<b>Second by:</b>	Ortiz		Councilor Barnes-Yes
	<b>Motion carried?</b>	PASSED	FAILED	Councilor Garcia-Yes Councilor Ortiz-Yes

13. **Council to Enter Executive Session Pursuant to Section 10-15-1 H (6) NMSA 1978, Regarding the Purchase, Acquisition, or Disposal of Real Property, to Include Discussion of Tower Leases.**

Councilor Garcia certified that no one else was present in the room or would be present at any time during the executive session.

A C T I O N	<b>Motion</b>	<b>Enter Executive Session</b>		
	<b>Made by:</b>	Garcia		Councilor Armenta-Yes
	<b>Second by:</b>	Ortiz		Councilor Barnes-Yes
	<b>Motion carried?</b>	PASSED	FAILED	Councilor Garcia-Yes Councilor Ortiz-Yes

The Governing Body entered executive session at 7:09 p.m.

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

A C T I O N	<b>Motion</b>	<b>Motion to Reconvene in Open Session</b>		
	<b>Made by:</b>	Armenta		Councilor Armenta-Yes
	<b>Second by:</b>	Barnes		Councilor Barnes-Yes
	<b>Motion carried?</b>	PASSED	FAILED	Councilor Garcia-Yes Councilor Ortiz-Yes

The Governing Body reconvened in open session at 7:33 p.m.

15. **Council to Certify that Discussion During the Executive Session was Limited to those Matters Identified in the Motion to Enter Executive Session and No action was Taken**

<b>A C T I O N</b>	<b>Motion</b>	<b>Motion to certify that discussion during the Executive Session was limited to those matters identified in the motion to enter executive session and no action was taken</b>	
	<b>Made by:</b>	<b>Garcia</b>	<b>Councilor Armenta-Yes Councilor Barnes-Yes Councilor Garcia-Yes Councilor Ortiz-Yes</b>
	<b>Second by:</b>	<b>Ortiz</b>	
	<b>Motion carried?</b>	<b>PASSED</b>	

16. **Updates**

- a. Previous Meeting Items
  - i. Los Vallecitos Slope – Clerk Kennedy stated the Village is expecting a quote from TLC for the cost of sealing the cracks.
  - ii. I-40 Rumble Strips – Clerk Kennedy stated there have been no updates since the written confirmation from the Federal Highway Administration that the issue will be addressed.
- b. Mayor
  - i. Mayor Bruton stated the films for the Park and View have been selected and Council will be receiving a flyer soon with details.
- Council
  - ii. Councilor Ortiz shared updated information regarding Earth Day.
  - iii. Councilor Armenta thanked Village staff for their work on the audit.
  - iv. Councilor Garcia questioned if additional curb and gutter would be added to Patricio Garcia. Clerk Kennedy stated it will not be possible to construct curb and gutter during the current project, but it may be possible to add these improvements later.
  - v. Councilor Barnes asked for an update on the status of the Pine View Neighborhood Roadway Improvements project. Clerk Kennedy stated design is somewhere between the 60% and 90% milestones.
- c. Clerk
  - i. Clerk Kennedy announced his resignation as Clerk and thanked the Mayor and Council for the opportunity to serve the Village.
- d. Deputy Clerk
  - ii. Deputy Clerk Limon stated that he had no updates.
- e. Departments
  - iii. Senior Center Director Rita Rivera shared figures with the Council on Senior Center attendance and meal service.

- iv. Director Rivera asked the Council to consider the possibility of hiring a part-time driver to provide transportation to and from the Senior Center. Mayor Bruton stated he would look into it.
- v. Finance Director Audrey Caufield thanked Clerk Kennedy for his support.

## 17. **Time and Place of Next Meetings**

*THE NEXT MEETING OF THE VILLAGE OF TIJERAS GOVERNING BODY WILL BE HELD ON MONDAY, APRIL 15<sup>TH</sup>, 2024.*

## **ADJOURNMENT**

The meeting adjourned at 7:55 p.m.

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 is in need of an amplifier, 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 Village Clerk at 505-281-1220 at least three (3) days prior to the meeting.

Pursuant to New Mexico Open Meetings Act Section 10-15-1 (H) Subsection (2) limited personnel matters; (5) discussion of bargaining strategy preliminary to collective bargaining negotiations; (7) attorney-client privilege pertaining to threatening or pending litigation in which the public is or may become a participant; (8) discussion of the purchase, acquisition or disposal of real property or water rights by the public body. Speakers limited to 2 minutes