



**MEETING MINUTES
VILLAGE OF TIJERAS
SPECIAL COUNCIL MEETING
TUESDAY, SEPTEMBER 3, 2024, AT 6:00PM
COUNCIL CHAMBER AND ZOOM**

Join Zoom Meeting
<https://us06web.zoom.us/j/81365051173>

Meeting ID: 813 6505 1173
Dial: (720)707-2699

1. **Call to Order**

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

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

2. **Pledge of Allegiance**

Pledge of Allegiance led by Mayor Jake Bruton

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

MA	✓	EB	✓	YG	n/a	JO	✓
Quorum present		Yes	No				

4. **Introduction of Guests**

Jessica Nixon, Village Attorney

5. **Public Comment**

Rita Rivera – VOT Senior Center Manager

- Martin is not able to log into his computer nor access Quick Books to clock in/out
- In the past when logged into Quick Books we wouldn't have to log in every time we had to clock in/out and now that's changed asked Patrick from CamNet and he said it would have to go through Audrey
- Is the cleaning Crew still on contract for another month

Mayor Bruton stated the following:

- All of the issues /concerns sound to be administrative and should be addressed through the correct channels via email and Mayor should be CC'd on communication

Dominic Marks – VOT Lead Maintenance Tech/Utility Operator

- The issues were resolved today

Mayor Bruton along with Councilor Ortiz and Councilor Armenta asked if he was sure and Mr. Marks confirmed that he was



6. **Approval of Agenda:**

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

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

[Attachment A – DRAFT Meeting Minutes from Special Council Meeting 07-30-2024.pdf](#)

A C T I O N	Motion To	Approve Meeting Minutes from Special Council Meeting 07/30/2024		Councilor Armenta-Yes Councilor Barnes-Yes Councilor Garcia-n/a Councilor Ortiz-Yes
	Made by:	Armenta		
	Second by:	Barnes		
	Motion carried?	PASSED	FAILED	

8. **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	Move to Executive Session Pursuant to NMSA 1978 Section 10-15-1(H)(2) of Open Meeting Act. Council to Close Session for Discussion of Limited Personnel Matters		Councilor Armenta-Yes Councilor Barnes-Yes Councilor Garcia-n/a Councilor Ortiz-Yes
	Made by:	Ortiz		
	Second by:	Barnes		
	Motion carried?	PASSED	FAILED	

9. **Return to Open Session; Council to Reconvene in Open Session**

A C T I O N	Motion To	Return to Open Session; Council to Reconvene in Open Session		Councilor Armenta-Yes Councilor Barnes-Yes Councilor Garcia-n/a Councilor Ortiz-Yes
	Made by:	Armenta		
	Second by:	Barnes		
	Motion carried?	PASSED	FAILED	



10. **Council to Certify Executive Session Discussion was Limited to Personnel Matters and No Action was Taken**

A C T I O N	Motion To	Certify Executive Session Discussion was Limited to Personnel Matters and No Action was Taken		
	Made by:	Barnes		Councilor Armenta-Yes Councilor Barnes-Yes Councilor Garcia-n/a Councilor Ortiz-Yes
	Second by:	Ortiz		
	Motion carried?	PASSED	FAILED	

11. **Updates**

- a. Mayor – None
- b. Councilors
- Councilor Ortiz –
No updates but questions.
 1. Has anyone been in contact with someone about the East Mountain Celebration? If we need Council to step in and help just let us know. (Clerk/Manager Audrey Caufield has been in contact with Andrew Parra and would appreciate help with the Car Show)
Councilor Ortiz will get link for vehicle submission to add to VOT website.
 2. If Senior Center needs any donations as far as Snacks, Coffee or Drinks just let me know and I will help. (Rita Rivera – Senior Center Manager said that would be great)
- Councilor Barnes-
No updates but questions.
 1. What is the status with the Veterans Memorial? (Clerk/Manager Audrey Caufield stated that there has been vandalism and the plaques that were previously ordered are incorrect and will need to be reordered.
 2. The Senior Center was closed on Friday before the Holiday- How are seniors made aware of the closures? (Clerk/Manager Audrey Caufield stated that they are notified in advance.
 3. What type of pay do employees get for this type of closure? (Clerk/Manager stated that it is Admin pay approved by Mayor Bruton)
- Councilor Armenta
Question/Update
 1. What updates do we have on the Pocket Park? (Clerk/Manager stated that we have a scheduled Precon meeting on Thursday 09/05/2024)
 2. Also willing to donate snacks to the Senior Center if needed.
 - c. Village Clerk/Manager Audrey Caufield
 1. We will be having a Special Council Meeting next week Tuesday 09/10/2024 and our Regular Council Meeting on 09/16/2024
 - d. Deputy Clerk Maria Martinez - None



12. Time and Place of Next Meeting

THE NEXT REGULAR MEETING OF THE VILLAGE OF TIJERAS GOVERNING BODY WILL BE HELD ON MONDAY, SEPTEMBER 16, 2024.

13. Adjournment

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.