



**DRAFT MINUTES  
VILLAGE OF TIJERAS  
SPECIAL COUNCIL MEETING  
TUESDAY, SEPTEMBER 10, 2024, AT 6:00PM  
COUNCIL CHAMBER AND ZOOM**

Join Zoom Meeting  
<https://us06web.zoom.us/j/89896154132>

Meeting ID: 898 9615 4132  
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	✓	JO	✓
<b>Quorum present</b>		<b>Yes</b>	<b>No</b>				

4. **Introduction of Guests**

Jessica Nixon, Village Attorney

5. **Public Comment**

Commissioner Ramon Garcia- Received a call from Rita Rivera (Senior Center Manager) in reference to vehicles speeding near the center again and worried that one of the Seniors or vehicles get hit. Possibly look at putting speed bumps and trimming trees that are blocking the speed limit sign.

Response:

Mayor Jake Bruton- Since the road is private property, we can not put speed bumps but if it is gifted to us by Counciller Ortiz we can then revisit and look at placing speed bumps in the mean time we can block the road and get the trees trimmed.

Counciller Ortiz- Will talk to the school administration and ask them to remind parents about speed limit and, if possible, to avoid driving through there.

Clerk/Manager Audrey Caufield- We can call Sheriff's department again and ask them to patrol the area again like they have done in the past for us.



6. **Approval of Agenda:**

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

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

[Attachment A – DRAFT Meeting Minutes from Special Council Meeting 09-03-2024.pdf](#)

<b>A C T I O N</b>	<b>Motion To</b>	<b>Approve Meeting Minutes from Special Council Meeting 09/03/2024</b>		<b>Councilor Armenta-Yes Councilor Barnes-Yes Councilor Garcia-Yes Councilor Ortiz-Yes</b>
	<b>Made by:</b>	<b>Armenta</b>		
	<b>Second by:</b>	<b>Barnes</b>		
	<b>Motion carried?</b>	<b>PASSED</b>	<b>FAILED</b>	

8. **Council to Review and Take Action on Ortiz Apartments – 17 Tijeras Ave. – Build 8 Apartments on Property, as Referred by Planning and Zoning Commission**

- a. [Planning and Zoning Commission Approved Ortiz Apartments on 8/28/2024. Commission Referred Ortiz Apartments to Council for Approval of Structure Over 450 SqFt.](#)
- b. [Attachment B – Jonathan Ortiz Tijeras-Apts-17-Tijeras-Ave](#)

- **Councilor Ortiz asked to be recused from Council’s action item due to conflict of interest.**
- **Councilor Armenta – Don’t have interest with the project at this time but could be involved in the future when construction takes way would Council/Mayor like for me to recuse myself as well.**
- **Mayor Jake Bruton- I am ok with you being part of taking action but if and when auditors ask about the project I ask/advise that you make sure you are transparent and honest with regards to your involvement.**
- **Councilor Garcia & Councilor Barnes – No problem with Councilor Armenta taking action.**
- **Jessica Nixon (Attorney)- Councilor Armenta now it’s up to you if you’d like to recuse yourself or be part of taking action on item.**
- **Councilor Armenta- With the feedback given I will take part in taking action.**



- Councilor Jonathan Ortiz explained he is intending to build a two-story apartment complex which consists of 4 on the top floor and 4 on the bottom floor of which 6 will be 2 bed 2 bath and the other 2 will be 1 bed 1 bath. Tenants would be using Tijeras Avenue to access the apartment complex, if we decide to do commercial down in the future, we will make an entrance on 66 but currently will be accessing Tijeras Ave, Dumpster will be onsite and will tie into sewer for waste but if there any issues he will revisit and look into Septic.

Questions from Councilors & Mayor:

- Mayor Bruton- When will construction begin?
- Councilor Armenta- What type of landscaping will there be and will there be fence placed around the apartment complex?
- Councilor Barnes – What type of lighting, square footage of each apartment and where will EV charging station be installed?
- Councilor Garcia- If the easement is gifted to the Village can we look at getting the road done at the same time the construction is underway this was we do not inconvenience tenants in the future and will there be any sort of income restrictions when it comes to renting?
- Mayor Jake Bruton – We can start with a survey/design from Molzen Corbin but we would have to meet with Misty Schuck regarding any type of funding we may have available for road projects since we can't pull from current projects that are already in process.
- Councilor Ortiz-
  1. Intention to begin construction in spring of 2025 but if anything, changes will make sure to update the Village and provide all necessary permits required by the County of Bernalillo.
  2. Zero scape with a few low maintenance trees, fencing will be installed in the future but not right away.
  3. Lighting will be near sidewalks and on the building for safety/security but will ensure the lighting does not disturb surrounding residents, No EV charging stations, Unit A will be approximately 850 sq.ft and Units b, c, & d will be 100-1100 sq.ft.
  4. Would like to get road work done during apartments construction but if understand how getting funds for new projects is a process and if it does not happen at the same time, we are ok with it. As far as income restrictions/rent the price will be set depending on market rates.

Councilors along with Mayor congratulated and thanked Councilor Ortiz on his project.

<b>A C T I O N</b>	<b>Motion To</b>	<b>Approve Ortiz Apartments – 17 Tijeras Ave.- Build 8 Apartments on Property as referred by P&amp;Z Commission</b>	
	<b>Made by:</b>	<b>Barnes</b>	
	<b>Second by:</b>	<b>Garcia</b>	
	<b>Motion carried?</b>	<b>PASSED</b>	<b>FAILED</b>



9. **Council to Review and Take Action on John Lopes/NM Early Learning Academy Signs, as Referred by Planning and Zoning Commission**

- a. Planning and Zoning Commission Approved NM Early Learning Sign on 8/28/2024. Commission Referred NMELA Sign to Council for Approval of Sign Over 24 SqFt.
- b. Attachment C – John Lopez – NMELA-Sign

- **Councilor Ortiz asked to be recused from Council’s action item due to conflict of interest as he is representing NMELA.**
- Councilor Ortiz- Jonathan Ortiz- County is requesting letter from VOT approving sign on building. Currently there is already a sign on the West Side of the building and tenants are wanting to place another sign on the South Side of the building. The signs can light up but tenants are already aware that it would not be permitted to have lit up sign. School is growing and they really want to stay in the Village and continue supporting the community by providing employment childcare and learning.

<b>A C T I O N</b>	<b>Motion To</b>	<b>Approve NMELA Signs as Referred by P&amp;Z Commission</b>	
	<b>Made by:</b>	<b>Armenta</b>	
	<b>Second by:</b>	<b>Barnes</b>	
	<b>Motion carried?</b>	<b>PASSED</b>	<b>FAILED</b>

10. **Updates**

- a. Previous Meeting Items
  - i. East Mountain Celebration- Councilor Ortiz emailed Clerk/Manager Audrey Caufield a link to add to VOT website for those interested to submit application to be part of the car show.
  - ii. Veterans Memorial- Clerk/Manager Audrey Caufield still in the process of getting plaques reordered.
  - iii. Pocket Park- Clerk/Manager Audrey Caufield attended Precon meeting on 09/05/2024 and everything went well.
  - iv. Martin Nieto – Password reset. Deputy Clerk Maria Martinez went to Senior Center on 09/09/2024 and helped get Martin logged back into computer, email, and QuickBooks.
- b. Mayor – No updates
- c. Councilors
  - i. Councilor Ortiz- How many residents have submitted application for the Car Show. Clerk/Manager Audrey Caufield stated that we didn’t have any at this time and have 25 spots available.
  - ii. Councilor Barnes- How did the interviews for the Finance Director. Mayor Jake Bruton stated that we will continue interviewing other candidates.



- iii. Councilor Armenta- Pocket Park Precon went well and have 5 vehicles for to sign up for East Mountain Celebration Car Show.
- d. Village Clerk/Manager  
Audrey Caufield stated that there will be several items on the Agenda for the Regular Council meeting scheduled 09/16/2024 and will be on vacation October 4,2024-October 14,2024.
- e. Deputy Clerk – No updates

## **11. 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.*

## **12. 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.