MICHAEL NEALEIGH
Mayor

ROBERT WILSON
Mayor Pro-Tem.

**VILLAGE OF JEMEZ SPRINGS**
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VICTORIA MARTINEZ
Trustee
JAMES MCCUE
Trustee

# Jemez Springs Village Council Meeting Minutes
# Tuesday October 20, 2026, 6:00 PM
# Governing Body Conference Room

**1. Call to Order:** Mayor Nealeigh called the meeting to order at 6 pm.

**Council Members Present:** Mayor Michael Nealeigh, Trustee Judy Boyd, Trustee Victoria Martinez, Trustee James McCue, and Trustee Robert Wilson.
**Also in Attendance:** Interim Clerk Heather Gutierrez, Finance Director Consultant Jim Cox, Library Director and Planning and Zoning Chair Andrew Adaryukov, Wastewater Operations Manager Rose Fenton, Community & Visitor Center Director Jane House, IT Consultant Fred Simmank, VFD Chief Mano Sanchez, Street Superintendent Scott Johnson, MRCOG Planning Director Biaca Borg, MRCOG Planner Seth Tinkle, and members of the public Olympia Holliday, Talty Robinson, Jay Gourley, and Jules Gourley.

**2. Pledge of Allegiance:** Attendees stood and recited the Pledge of Allegiance.

**3. Certification of Agenda:** Mayor Nealeigh certified that the agenda publication complied with the Open Meetings Act.

**4. Approval of Minutes**
Mayor Nealeigh asked for corrections to the September 15, 2026 public hearing minutes. Trustee Wilson moved to approve the minutes as presented. Trustee Martinez seconded the motion. The Council approved the motion unanimously. Mayor Nealeigh asked for corrections to the September 15, 2026 regular Council meeting minutes. Trustee McCue moved to approve the minutes as presented. Trustee Martinez seconded the motion. The Council approved the motion unanimously.

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**5. Public Input**
Mayor Nealeigh requested public input on non-agenda items. No attendees offered comments.

**6. Court Report**
The court report indicated zero citations and zero court actions.

**7. Mayor's Report**
a. Code Enforcement: Mayor Nealeigh reported that the Madrid Road lot line violation remained technically open while waiting for the property owner to fill the hole created when the in-ground structure was removed from the lot line.
b. Administration
i. General
1. Comprehensive Plan: Bianca Borg and Seth Tinkel from the Mid-Region Council of Governments (MRCOG) presented a proposal for conducting a comprehensive planning process. They pointed out that MRCOG does not charge the Village for conducting the comprehensive planning process but does request a **$5,000** commitment for public outreach expenses. They estimated that the planning schedule will run through March 2028.
2. Flood Damage Inventory and Clean Up: Mayor Nealeigh noted that dirt from effected areas is being used to level areas near the community building. Clearing continues near Lewis Drive and Lucero Road.
3. Dark Sky Certification Application: Mayor Nealeigh explained that certification by the Dark Sky International requires nomination from a previously certified location. A letter of nomination will be solicited from the Valles Caldera National Preserve.
4. Snack Stop Installation: Mayor Nealeigh reported that he is waiting on an estimate from Jemez Mountain Electrical Coop for installing power to the vendor pad located at 76 Jemez Springs Plaza. Mayor Nealeigh reminded the Council that this expense will be covered by the tenant.
5. Broadband Project Update: Mayor Nealeigh discussed a meeting with Jemez Pueblo officials regarding the $100,000 engineering grant for fiber expansion.
6. Addressing Ordinance Update: Mayor Nealeigh introduced Street Superintendent Scott Johnson and reported that they are developing an addressing ordinance that will be present to the Council for consideration later this year. The primary purpose of the new ordinance is to standardize addressing in the Village and ensure that 911 responders can locate Village residents and guests in times of need.

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7. Community and Visitor Center (CVC) Update: Director Jane House reported visible progress on the building interior. She noted increased use of the facility for meetings and expressed her intent to reach out to event planners.

8. Annual Surplus Sale: CVV Director House also shared that the surplus sale generated **$83** and cleared out numerous unwanted items.

ii. Capital Projects

1. Transportation Projects: Mayor Nealeigh reported that Bohannon Huston was issued a notice to proceed on the South Mooney Bridge replacement plan and design project. He noted that the next step is to apply for the **$1 million** distribution from NMDOT to cover the cost of this phase of the project. In addition, Mayor Nealeigh reported that the Community Park entrance plan and design project is waiting on a signed agreement from NMDOT.

2. Current Capital Outlay Projects: Mayor Nealeigh stated the library HVAC installation was complete. The River Walk project is waiting for DFA approval of the two contractors who will supply and install the picnic tables, benches, trash receptacles and bollards. The library back patio project is in the final design agreement phase.

3. Pending Capital Outlay Projects:

Mayor Nealeigh noted that the Community and Visitor Center (CVC) ` furniture and equipment project is waiting for a signed agreement from DFA which will provide access to **$75,000**. He also reported that the Community Park Toilet project is waiting on a notice of obligation to contract with an architectural firm for facility design and cost estimates. He reminded the Council that a Trails Plus grant application for **$300,000** was submitted earlier in the month. He also mentioned that a grant agreement was executed by DFA and planning begun on the community park playground project.

4. Other Capital Projects: Mayor Nealeigh reported that three firms are communicating with consultant Jim Witcher regarding the geothermal well replacement. In addition, work is continuing on the Village parks and gardens project.

c. Personnel

1. Chief of Police Interview Committee: Mayor Nealeigh reported that the committee interviewed a candidate on October 9th and will interview a second candidate on October 30th.

2. Mayor Nealeigh announced that Wastewater Assistant Alec Elliot resigned effective Friday, October 23rd.

d. Community Relations

DRAFT

1. Mayor Nealeigh attended the Jemez Valley Wellness Center Fifth Anniversary Celebration and Wellness Fair on October 10th. Representative Chandler also attended the event.
2. He announced that Representative Chandler will be conducting a Town Hall Meeting on December 5th at the Community & Visitors Center.

e. Boards and Commissions
Council members reviewed the most recent minutes of the Planning and Zoning Commission and the Library Board.
f. Department Reports
Council members were given an opportunity to respond to the written department reports presented for their information. No questions or comments were offered.
g. Deputy Clerk Report
Mayor Nealeigh directed the Council to the written report submitted by Deputy Clerk Tonya Yudizky and noted that she is attending a New Mexico Municipal League (NMML) training conference this week (October 19-23).
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**8. Trustee's Report**
Trustee Wison praised the Trail Sale and the work of Talty Robinson. Ms. Robinson shared that the Trail Sale was well attended but may have had fewer vendors than the previous year. Trustee Martinez noted strong attendance at the Harvest Festival. Trustees McCue and Boyd had no report.

9. Finance Board
Trustee Boyd moved to convene the Finance Board and Trustee McCue seconded the motion. The Council approved the motion unanimously. The Finance Board convened at 6:57 p.m.
a. Sewer Billing Report: Council members reviewed the Interim Clerk's report.
b. Lodgers' Tax Board Report: Lodgers Tax Board Chair Jim McCue reviewed the Board's recommendation to fund the Harvest Festival budget of **$2,305**. Trustee Boyd moved to accept the Board's recommendation. Trustee Martinez seconded the motion. The Council approved the motion unanimously.
c. Finance Director Report: Finance Director Consultant Jim Cox reported that the 2023 audit was submitted to the auditors. He outlined a timeline to complete audits for 2024 through 2026 by June 2027. In addition, he reported that first-quarter general fund revenues reached 21 percent of the budget which he considered on par with expectations. September gross receipts tax collections fell below budget, but the quarter finished **$7,500** over budget overall. General fund expenditures tracked at 39 percent. The Bath House showed a 21 percent revenue increase and a 14 percent expense reduction for September. First quarter transfers to Bath House operations totaled **$39,000.** Local resident Olympia Holliday asked Mr. Cox how

DRAFT

long the Village could absorb Bath House losses. Mr. Cox responded by noting that in the past Bath House operations have contributed to the general fund but that pending the drilling of a new well some decision on the Bath House business plan would have to be considered by the end of the current fiscal quarter.

d. **Resolution 2026-02-** Adopting a Cash Rounding and Penny Handling Policy: Mayor Nealeigh introduced a resolution adopting a cash rounding and penny handling policy. Trustee Wilson moved to approve the resolution. Trustee Boyd seconded the motion. A roll call vote recorded aye votes from Trustees Boyd, Martinez, McCue, and Wilson. The resolution passed unanimously.
Trustee McCue moved to adjourn the Finance Board. Trustee Wilson seconded the motion. The Council approved the motion unanimously. The Finance Board adjourned at 7:12 p.m.

**10. Old Business**
Approval of Police Department SOP for Patrol, Briefing, and Ride-alongs. Trustee Wilson moved to approve the standard operating procedures. Trustee McCue seconded the motion. A roll call vote recorded aye votes from Trustees Boyd, Martinez, McCue, and Wilson. The motion passed.

**11. New Business**
a. Request for an Alcohol Special Permit for an October 24 event at the Community & Visitors Center. Trustee Wilson moved to grant the alcohol special permit requested by Gaymez representative Jules Gourley. Trustee Martinez seconded the motion. A roll call vote recorded aye votes from Trustees Boyd, Martinez, McCue, and Wilson. The motion passed and the special permit was granted.
b. Request for Alcohol Special Permit for November 21evenet at the Community & Visitors Center. Trustee McCue moved to approve the alcohol special permit requested by Gaymez representative Jules Gourley. Trustee Boyd seconded the motion. A roll call vote recorded aye votes from Trustees Boyd, Martinez, McCue, and Wilson. The motion passed and the special permit was granted.

**12. Adjourn:** Mayor Nealeigh adjourned the meeting at 7:17 p.m.

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