



MICHAEL NEALEIGH
Mayor

ROBERT WILSON
Mayor Pro-Tem.

VILLAGE OF JEMEZ SPRINGS

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Jemez Springs Village Council Meeting Minutes Tuesday May 19, 2026, 6:00 PM Governing Body Conference Room

1. Call to Order – Mayor Nealeigh called the meeting to order at 6:05 p.m.

Council Members Present: Mayor Michael Nealeigh, Trustee Judy Boyd, Trustee James McCue, Trustee Robert Wilson, Trustee Victoria Martinez (via telephone).

Also in Attendance:: Interim Clerk Heather Gutierrez, Finance Director Consultant Jim Cox, Police Chief Joe Moreno, Library Director Andrew Adaryukov, P&Z Secretary Talia Michele, and members of the public Cheryl Denney Maracich and Stephen Anderson.

2. Pledge of Allegiance – Mayor Nealeigh led the Pledge of Allegiance.

3. Certification of the Agenda – Mayor Nealeigh certified that the agenda was posted in accordance with the Open Meetings Act.

4. Approval of Minutes – There being no additions or corrections to the Minutes of the 4-21-2026 Monthly Meeting Trustee McCue moved to approve the minutes as presented, Trustee Boyd seconded and the minutes were approved. Trustee Wilson moved to approve the minutes of the 4-21-2026 Special ICIP Workshop as presented, seconded by Trustee McCue and approved by voice vote.

5. Public Input – Mayor Nealeigh asked for public input. There was none.

6. Court Report – The Court Report was presented.

7. Mayor's Report

a. Code Enforcement – Mayor Nealeigh indicated that he is following up on a reported violation of Village Ordinance Chapter 51- Lighting, Outdoor.

b. Administration

i. General

1. Sale of Sound Equipment – Mayor Nealeigh reported that sealed offers were solicited on the Village website, in After the Thunder, and on flyers posted around the Village but no offers were submitted. He indicated that he would expand circulation of the Invitation for Offers and try again.

2. Status of the geothermal well – Mayor Nealeigh reported that the Department of Finance and Administration (DFA) has provided \$97,693 in emergency funding for drilling a new well. Consultant Jim Witcher is working to produce a Request for Proposals.

ii. Project Updates

1. Streets and Bridges – Mayor Nealeigh reported that the required environmental certifications and the Request for Proposals are pending for the South Mooney Bridge Replacement Plan and Design project. He noted that he made presentations for the North Mooney Bridge and Community Park plan and design applications at the NMDOT District 6 office in Milan on the 4th of May.

2. Capital Outlay Projects

a. Tractor: Mayor Nealeigh reported that the Notice of Obligation (NOO) for the John Deere tractor and attachments is still pending final approval by DFA.

b. Library Entrances: Likewise, an NOO is pending approval with DFA.

c. Library HVAC: Mayor Nealeigh reported that quotes were received for a mini-split system. The lowest bid (from TLC) was low enough that the project is being expanded to include a ceiling cassette unit in the conference room and additional interior units in the children's area and at the circulation desk and will use one-time monies from the Rural Endowment Fund. A second three-unit system will be installed in the stacks and teen area after the start of the new fiscal year utilizing capital outlay funds.

d. River Walk Gazebo & Dark Sky Viewing Area: The lowest bid came in **\$40,000** over budget. Mayor Nealeigh will adjust the specifications and submit a new Invitation to Bid.

3. Grant Activity - Pending grants include a NM Tourism Dept. CoOp grant (requires local match) and a "Destination Forward" grant for **~\$22,000** for signage at the Visitor/Community Center.

Mayor Nealeigh announced the Village was awarded a **\$100,000** Grant Writing Engineering and Planning (GWEP) grant for broadband planning and engineering. Mayor Nealeigh explained that this grant will fund work in cooperation with the Pueblo of Jemez JNET build-out of fiber optics in the Canyon. The grant is currently in the 21-day public notice period.

In addition, Sandoval County Commissioner Joshua Jones is providing \$18,500 for the "Park and Garden" project. This project includes developing

and implementing a comprehensive landscaping plan for Village facilities, placing site amenities (trash receptacles, benches, tables), at Village parks and doing additional electrical work at the Community Park pavilion.

c. Personnel – Mayor Nealeigh stated that he will advertise for Deputy Clerk and Visitor/ Community Center Director in June. Funding for these two positions will come from the GRO (Government Results and Opportunity) Grant managed through the Mid-Region Council of Governments.

d. Community Relations – Mayor Nealeigh indicated that no formal activity has taken place in past month.

e. Boards and Commissions

i. Library Board - Mayor Nealeigh referred the Council to the Library Board minutes. Library Director Andrew Adaryukov was present to answer questions in the absence of Ms. Stone.

ii. Planning and Zoning Commission - Mayor Nealeigh noted the P&Z minutes were provided. He reported that the Chair and Vice Chair had resigned citing personal reasons. The Secretary, Talia Michelle, has the authority to convene the next meeting and initiate the election of a temporary chair (Chair pro tem) to preside until permanent officers are elected. Mayor Nealeigh announced his intention to appoint an ad hoc committee to review all Village ordinances for recodification, as the last codification occurred between 2010 and 2014. The Commission has been working on Chapter 130 (Zoning), but the ad hoc committee will review all ordinances. The Commission will also be working with the Mid-Region Council of Governments (MRCOG) to update the Comprehensive Plan, which was last updated in 2015. Work will begin in late summer. Mayor Nealeigh noted his appointment of Cheryl Denney Maracich as a Commissioner, with confirmation scheduled under New Business.

f. Department Reports – Department reports were provided the Trustees at the time the agenda was published on Friday, May 15. There were no questions about the departmental reports. Chief Moreno provided a report of a search and rescue effort that took place on May 18th and involved First Responders from Sandoval County, the Pueblo of Jemez and Jemez Springs. Chief Sanchez noted that the Jemez Springs Fire Department was not mentioned in a recent front-page article about another search and rescue operation, despite being the first on scene. Mayor Nealeigh commended both departments for their excellent work.

8. Trustee Report - Trustee Boyd: Nothing to report. Trustee McCue: Nothing to report. Trustee Martinez: Nothing to report. Trustee Wilson: Nothing to report.

9. Finance Board Motion to convene the Finance Board was made by Trustee Wilson and seconded by Trustee Boyd. The motion carried and the Finance Board convened.

a. Interim Clerk Report - Interim Clerk Gutierrez reported that a few people with delinquent sewer bills have caught up. She is meeting weekly with Wastewater Operations Manager Rose Fenton to address significant arrears (**\$20,000 to \$28,000** total). She stated that water shut-off via the Domestic Water Association is the final recourse, but they will prioritize compassionate payment plans first.

b. Lodgers Tax Board Report - Trustee McCue reported the board met on May 19th regarding three funding requests: New Mexico Tourism Department CoOp Grant match of **\$14,190** (valued at over **\$40,000** in product), for use on the website and external distribution; Fourth of July celebration expenses of **\$6,000**; and public safety assistance for the Ann Hillerman event on June 13th of **\$1,500**. The Lodgers Tax Board voted to recommend these requests to the Village Council for approval. A motion was made by Trustee Boyd and seconded by Trustee Martiniz to accept the recommendations of the Lodgers Tax Board and to approve the expenditures as presented. The motion was approved unanimously by voice vote.

c. Finance Director Report

i. Prior Fiscal Years (2023, 2024, 2025) - Finance Director Consultant Jim Cox reported that he is currently working on the 2023 audit following completion of the work on the preliminary budget. He anticipates having more information by the next meeting.

ii. Current Fiscal Year (2026) – Mr. Cox summarized May GRT received, showing **\$5,711** over budget for the month. Currently the Village is **\$40,632** over budget for GRT with one month remaining. The historical trend is close to FY22/FY25. He reported that the General Fund (as of April, 83.33% of year complete) has collected 87.43% of budgeted revenue (**\$561,190.65**) and expended 69.52% (**\$481,946.50**). Mr. Cox then provided for review the check registers for the month of April.

Mayor Nealeigh introduced a request from sewer account holder Stephen Anderson who is seeking a credit on his account for overpayment. Mayor Nealeigh explained that Mr. Anderson had continued automatic sewer bill payments from August 2004 to August 2024 and accumulated a credit of **\$5,941.59**. Mayor Nealeigh recommended granting Mr. Anderson a credit tied specifically to Mr. Anderson and to the property in question. A motion to approve the credit was made by Trustee Wilson and seconded by Trustee Mc Cue. The motion passed unanimously by voice vote. Mr. Anderson then offered to donate **\$500** of the credit to be applied to other residents' arrears. Trustee McCue moved to accept Mr. Anderson's offer of **\$500** credit to be applied to other account holder arrears at the discretion of the mayor. Trustee Martinez seconded the motion which passed by unanimous vote.

iii. Coming Fiscal Year (2027)

1. Review and Approve Lease with Jemez Mountain Brewhouse - Mayor Nealeigh presented a lease agreement with the Jemez Mountain Brewhouse (tenant) for 17691 Highway 4. The monthly rent is set at **\$800** a month for

five years. A credit of **\$5,335.57** in remodeling expense in lieu of rent carries over from the previous lease regarding previous remodeling. He noted that a walk-through of the leased building will be done prior to signing.

A motion to approve the lease agreement was made by Trustee Wilson and seconded by Trustee Boyd.

Trustee McCue noted the previous lease was not well written and created a shaky situation regarding what remodeling was approved. Mayor Nealeigh noted that the proposed lease specifies that all proposed expenses must be approved by the landlord in writing in advance.

Local resident Talia Michelle voiced strong opposition to the lease as extremely one-way, detrimental to the Village, unfair to other businesses, and far below market rent for commercial space. She argued that commercial leases usually put improvement costs on the occupant and questioned if business owners live in the village. Trustee Wilson noted the original idea was to encourage enhancements to the building value and recalled that at the time of the initial lease the rent reflected fair market value.

Interim Clerk Gutierrez conducted a roll call vote. Trustee Boyd, Aye; Trustee Martinez, Aye; Trustee McCue, Aye; Trustee Wilson, Aye. The motion carried.

2. Review and Approve Fiscal Year 2027 Interim Budget - Jim Cox presented the proposed balanced budget, which must be submitted to the DFA by June 1. This interim budget estimates beginning cash balances, operating costs, and ending cash for July 1 operation. A final budget will be submitted by the end of July. Mr. Cox summarized the proposed budget as follows:

Total estimated beginning cash (all funds) is **\$608,000**.

Proposed revenues is **\$2,705,628**.

Proposed expenditures is **\$2,712,737**

Estimated ending cash is **\$601,403**

General Fund:

GRT is budgeted at **\$457,225** (based on FY26 trend).

Total budgeted revenue is **\$685,205**, which includes **\$90,000** small cities assistance and **\$70,000** in property tax revenue.

Payroll proposes a 3% increase for all staff with a total cost of **\$760,476** allocated across funds.

This budget includes the new Community Center department expense budget of **\$90,000** funded by the GRO fund grant.

Expenses will be tracked in the General Fund but zeroed out and tracked through intergovernmental grant funds to show net zero cost.

The Law Enforcement Protection Fund (LEPF) limits use to training/ capital, not operational costs as previously understood. Expenses had to be moved back to the general fund for FY26 and re-adjusted for FY27. This required a transfer of **\$67,321** from LEPF back to General Fund. The FY27 allocation is **\$96,500**. DFA no longer allows funds to be carried over from one fiscal year to another. The full allocated dollars must be spent by June 30 or revert to the state.

An additional budgeted operating transfer *out* of General Fund of **\$22,708** was necessary to sustain Bathhouse operations.

The GRT administrative fee paid to the state will decrease from 3% to 2% due to Senate bill 148 which mandates a phase-out of this fee.

The **\$12,000** internal administrative fee revenue from the Bath House Enterprise fund was not transferred to General Fund.

The addition of the Deputy Clerk position is included in this budget. This is covered by GRO funds and administered by the Mid-Region Council of Governments. The grant agreement should be ready by the end of July.

The budget has **~\$307,000** estimated reserve, well above the 1/12th budget reserve requirement of **~\$55,224** by DFA.

The Fire Protection Fund (FPF) is state funded with an estimated beginning cash balance of **\$126,896**. FPF funds may carry over from one fiscal year to another.

Lodgers Tax has a beginning cash balance of **\$56,970**. Revenue/expense balanced at **\$35,000**.

The Intergovernmental Grants Fund includes two GRO grants (**\$760k** total for two years (budgeted fully in year 1 per easiest practice) and Capital Outlay (**\$150,000** for Community Park bathrooms and **\$250,000** for playground/ picnic area).

The Wastewater Enterprise budget balanced at **\$81,723** in/out, which does not include GRO/EDA funds or budget carry forward balance of **\$568,819**.

The Bathhouse Enterprise budget assumes **\$197,000** in revenue, **\$22,708** from the General Fund, and **\$219,708** in expenses.

Trustee Wilson moved and Trustee Boyd seconded to adopt the interim budget as presented. Mr. Cox noted that this budget allows operations in July/August until the final budget resolution. Interim Clerk Gutierrez called a roll call vote: Trustee Boyd, Aye. Trustee Martinez, Aye. Trustee McCue, Aye. Trustee Wilson, Aye. Wilson: Aye. The motion carried.

A motion to adjourn the Finance Board was made by Trustee Boy and seconded by Trustee McCue. The motion carried by unanimous voice vote and the Finance Board adjourned.

10. Old Business (None listed on agenda).

11. New Business

a. RESOLUTION 2026-013 A RESOLUTION ADOPTING THE FY 2028-2032 INFRASTRUCTURE CAPITAL IMPROVMEANT PLAN (ICIP)

Mayor Nealeigh presented the ICIP and pointed out that it was heavily weighted towards the first year and focused on achievable projects as funding becomes available.

A motion to adopt resolution 2026-013 was made by Trustee McCue and seconded by Trustee Boyd. Mayor Nealeigh highlighted the projects by calendar year and after discussion a roll call vote was taken. Trustee Boyd, Aye. Trustee Martinez, Aye. Trustee McCue, Aye. Trustee Wilson, Aye. The motion carried and Resolution 2026-013 was adopted.

b. RESOLUTION 2026-014 AUTHORIZING AN APPLICATION TO AND SUPPORT OF THE 2027-2028 NEW MEXICO DEPARTMENT OF TRANSPORTATION (NMDOT) TRANSPORTATION PROJECT FUND (TPF) FOR THE NORTH MOONEY BRIDGE REHABILITATION PROJECT, PLAN AND DESIGN PHASES 1-4.

Mayor Nealeigh explained that the NMDOT application required new funding amounts. Initially, **\$1 million** was requested for the North Mooney Bridge plan and design (the same amount as the South Mooney Bridge replacement). The NMDOT application review panel suggested that a plan and design for a bridge rehabilitation (vs. replacement) should cost approximately **\$700,000**. Resolution 2026-014 reflects the adjusted request.

A motion was made to approve Resolution 2026-014 by Trustee Boyd, seconded by Trustee McCue. Following a brief discussion a roll call vote was requested. Trustee Martinez, Aye. Trustee McCue, Aye. Trustee Boyd, Aye. Trustee Wilson, Aye. The motion carried and Resolution 2026-014 was adopted.

c. RESOLUTION 2026-015 AUTHORIZING AN APPLICATION TO AND SUPPORT OF THE 2027-2028 NEW MEXICO DEPARTMENT OF TRANSPORTATION (NMDOT) TRANSPORTATION PROJECT FUND (TPF) FOR THE COMMUNITY PARK ENTRANCE PROJECT, PLAN AND DESIGN PHASES 1-4

Mayor Nealeigh noted that Bohannon Huston provided an initial estimate for the park plan and design (entrance, resurfacing, striping, lighting, walking trail) via a MRCOG capacity building grant. The initial quote had an exception for lighting (which was requested), requiring a revision. The corrected dollar amount is **\$110,648** for the plan and design of the full scope of the project.

A motion was made by Trustee McCue and seconded by Trustee Boyd to approve Resolution 2026-015 with the corrected dollar amount of **\$110,648**. There being no discussion a roll call vote was taken. Trustee Boyd, Aye. Trustee Martinez,

Aye. Trustee McCue, Aye. Trustee Wilson, Aye. The motion carried and Resolution 2026-015 was adopted.

d. APPROVAL of Jemez Springs Police Department Policy on Information Technology Use and Department Use of Social Media

A motion was made by Trustee McCue and seconded by Trustee Boyd to approve the police department policy as presented. Trustee McCue noted the policy appears to contain standard language for corporate social media use, privacy, etc. A roll call vote was called by Interim Clerk Gutierrez. Trustee Boyd. Trustee Boyd, Aye. Trustee Martinez, Aye. Trustee McCue, Aye. Trustee Wilson, Aye.

e. Confirmation of appointment of Cheryl Denney Maracich as Planning and Zoning Commissioner

Mayor Nealeigh announced his appointment of Cheryl Denney Maracich to the P&Z Commission. She previously served on P&Z, on the steering committee for the 2015 Comprehensive Plan, the Lodgers Tax Board, and is a retired private practice attorney who also practiced with the U.S. Court of Appeals in New Orleans. She is currently a member of the Jemez Artisans Gallery and a founding board member of the Jemez Springs Community Foundation.

A motion to confirm Ms. Maracich was made by Trustee McCue and seconded by Trustee Boyd.

A roll call vote was taken. Trustee Boyd, Aye. Trustee Martinez, Aye. Trustee McCue, Aye. Trustee Wilson, Aye. The motion carried and the appointment was confirmed.

12. Adjourn - Mayor Nealeigh adjourned the meeting at 8:03 p.m.