



# **TOWN OF TAOS**

# **Candidate Handbook**

## **2025 Regular Local Election**

### **OFFICE OF THE TOWN CLERK**

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Taos, New Mexico, 87571  
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# Table of Contents

Letter of Introduction .....	
Declaration of Candidacy Information .....	
Important Dates to Remember .....	
Town Code Regarding Campaign Materials and Signs.....	
Powers, Duties, and Compensation of Elected Officials.....	
Taos County Resolution 2021-13 Designation of a Polling Place.....	
Resolution 25-26 Election Resolution.....	
Ordinance 22-02 Opting-In to the Regular Local Election Act.....	
Town Management Team Contact List.....	
Forms Needed for Filing Candidacy.....	
• Declaration of Candidacy – Statement of Intent	
• Written Authorization of Designation	
• Declaration of Intent to be a Write-In Candidate	
• Affidavit of Withdrawal of Candidacy	
Precinct Map.....	



## Office of The Town Clerk

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Dear Prospective Candidate:

It is a pleasure to welcome you as a potential candidate for municipal office.

This handbook has been compiled to assist you with declaring your candidacy and campaign. Please visit our website at <https://taosnm.gov/> to acquaint yourself with the Town Council meeting agendas, minutes, and to view archived recorded meetings. Regular Town Council Hybrid Meetings are conducted on the second and fourth Tuesday of each month at 4:00 p.m. and are livestreamed. Town Council Workshop Hybrid Meetings are on the fourth Monday at noon and are livestreamed. To attend Town Council Meetings virtually, please use the meeting attendee link: <https://us02web.zoom.us/j/85337689695>. Additionally, you will find many resources on the Town of Taos website to assist you in learning more about the Town of Taos government, including the annual budget, Town Code, audits, economic impact reports, comprehensive plan, and staff contact information.

I trust this information will answer most of your questions; however, the Town Clerk's Office is available for any additional information. Please do not hesitate to contact me at 575-751-2005 or Deputy Clerk Miquela Mangum at 575-751-2004 if we can assist.

Thank you so much for your interest in our community, and best wishes on your campaign!

Sincerely,

A handwritten signature in black ink, appearing to read "Denise M. Martinez".

Denise M. Martinez,  
Town Clerk

# IMPORTANT DATES TO REMEMBER

August 6, 2025		Secretary of State will issue a proclamation to call the election.
<b>August 26, 2025</b>	<b>9:00 AM - 5:00 PM</b>	<b>CANDIDATE FILING DAY with the County Clerk at 105 Albright Street, Suite D, Taos, New Mexico.</b>
September 2, 2025	9:00 AM – 5:00 PM	Write-In Candidate Filing Day with the County Clerk at 105 Albright Street, Suite D, Taos, New Mexico
By September 5, 2025	by 5:00 PM	Deadline for the County Clerk to certify the candidate and place the name on the ballot.
September 5, 2025	by 5:00 PM	Deadline for the candidate to withdraw candidacy.
October 7, 2025 – November 1, 2025		Absentee ballots may be cast or early voting on a tabulator in the County Clerk's Office during regular business hours and from 10:00 a.m. to 6:00 p.m. Saturday, November 4, 2023.
By October 28, 2025		Deadline for any group of three candidates to file a written notice to appoint watchers for the election
<b>November 4, 2025</b>		<b>REGULAR LOCAL ELECTION DAY</b>
Between November 10 -14, 2025		Local Canvassing Board will meet to canvass the election.
Starting November 28, 2025		Certificates of Election will be issued to the successful candidates from the Secretary of State.
By January 1, 2026		Candidate presents the Certificate of Election to the Town Clerk and takes the Oath of Office.
On January 1, 2026		Term of Office begins for newly elected candidates. Note: The Oath of Office shall be administered on or before January 1, 2026.

Pursuant to Section 1-6-5.7 (B) (2) of the New Mexico Elections Handbook, no later than ninety days before each statewide election, the County Clerk shall publicly fix the hours of operation for alternate voting locations in the county, which shall open no earlier than 7 a.m. and shall close no later than 9 p.m.

## Locations

The Early Voting location for the upcoming Regular Local Election to be on November 4, 2025, will be located at:

- Taos County Courthouse  
105 Albright Street

## Dates & Hours of Operation

- Monday, October 7, 2025, through Friday, October 31, 2025
- Saturday, November 1, 2025 (This is the only Saturday to vote at the Courthouse)

The Early/Alternate Voting locations for the upcoming Regular Local Election to be held on November 4, 2025, will be located at:

- Peñasco Community Center  
14316 Street Road 75
- Questa Municipal Village Hall Offices  
2500 Old State Rd 3
- El Prado Water & Sanitation District Office  
1017 Paseo del Pueblo Norte

## Dates & Hours of Operation

- Saturday, October 18, 2025  
10 a.m. to 6 p.m.
- Tuesday, October 21, 2025, through Saturday, October 25, 2025  
10 a.m. to 6 p.m.
- Tuesday, October 28, 2025, through Saturday, November 1, 2025  
10 a.m. to 6 p.m.

## Taos Pueblo

Alternate Voting location for Taos Pueblo residents located at the Taos Pueblo Community Center.

## Dates & Hours of Operation

- Saturday, November 1, 2025  
8 a.m. to 5 p.m.

# Declaration of Candidacy Information

The 2025 Regular Local Election is on Tuesday, November 4, 2025. As a potential candidate, there are things you need to know about the election process and your responsibilities.

## General Eligibility Requirements for the Town of Taos Elective Offices:

To become a candidate for the Town of Taos Elective Offices, a person must be a registered voter and possess the qualifications specified by law. Pursuant to the Election Code §1-1-7.1, any *qualified elector to determine the residence of a person desiring to be a candidate for the nomination or election to an office under the provision of the Election Code, permanent residence shall be resolved in favor of that place shown on the person's certificate of registration as his permanent residence, provided the person resides on the premises.*

**Felony Convictions:** A person who has been convicted of a felony shall not be permitted to hold an office of the public trust for the state, a county, a municipality, or a district, unless the person has presented the governor with a certificate verifying the completion of the sentence and was granted a pardon or a certificate by the governor restoring the person's full rights of citizenship. NMSA 1978, §31-13-1(E).

## Determining Residency:

### Residence; rules for determining - Election Code §1-1-7.

For the purpose of determining residence for voting, the place of residence is governed by the following rules:

- A. The residence of a person is that place in which his habitation is fixed, and to which, whenever he is absent, he has the intention to return;
- B. The place where a person's family resides is presumed to be his place of residence, but a person who takes up or continues his abode with the intention of remaining at a place other than where his family resides is a resident where he abides;
- C. A change of residence is made only by the act of removal joined with the intent to remain in another place. There can be only one residence.
- D. a person does not gain or lose residence solely by reason of his presence or absence while employed in the service of the United States or of this state, or while a student at an institution of learning, or while kept in an institution at public expense, or while confined in a public prison or while residing upon an Indian or military reservation;
- E. No member of the armed forces of the United States, his spouse, or his dependent is a resident of this state solely by reason of being stationed in this state;
- F. A person does not lose his residence if he leaves his home and goes to another country, state, or place within this state for temporary purposes only and with the intention of returning;
- G. A person does not gain a residence in a place to which he comes for temporary purposes only;
- H. A person loses his residence in this state if he votes in another state in an election requiring residence in that state, and has not upon his return regained his residence in this state under the provisions of the constitution of New Mexico;
- I. "residence" is computed by not including the day on which the person's residence commences and by including the day of the election;
- J. A person does not acquire or lose residence by marriage only.

## Proclamation by the Secretary of State

### ***Election Code §1-22-4B***

On August 6, 2025, the Secretary of State shall, by resolution, issue a public proclamation in Spanish and English calling for the 2025 Regular Local Election to be held on November 4, 2025.

## Filing for Candidacy

### ***Election Code § 1-22-7A***

Individuals seeking candidacy shall file a declaration of candidacy on Tuesday, August 26, 2025, between the hours of 9:00 a.m. and 5:00 p.m. with Taos County Clerk Valerie Montoya at 105 Albright Street, Suite D, Taos, New Mexico.

From the information provided in the Declaration of Candidacy, the County Clerk determines if the individual is a qualified elector and if the individual is registered to vote within the town limits. By September 5, 2025, by 5:00 p.m., the County Clerk shall certify the candidate and place the name on the ballot for the position specified in the declaration of candidacy. (§1-22-10A).

The last day to withdraw candidacy is by 5:00 p.m. on September 2, 2025 (§1-10-6C).

## Filing for Candidacy as a Write-In Candidate

### ***Election Code §1-22-8.1C***

Write-in candidates for the Regular Local Election shall file a declaration of intent to be a write-in candidate between 9:00 a.m. and 5:00 p.m. on September 2, 2025.

A write-in candidate shall be considered a candidate for all purposes and provisions relating to candidates in the Local Election Act, except that the write-in candidate's name shall not be printed on the ballot nor posted in any polling place. (§1-22-8.1).

## Forms and Requirements

*(Included at the end of this packet are the forms to file for candidacy.)*

**All candidates filing must complete and submit the following forms to the County Clerk on the designated filing date:**

1. Declaration of Candidacy form
2. Written Authorization for Designation (only if someone is filling on behalf of the candidate)
3. Declaration of Intent to be a Write-in Candidate  
A copy of the candidate's current voter registration on file with the County Clerk shows that the person is both a qualified elector of the state and was registered to vote in the area to be elected to represent on the date of the proclamation calling for the regular local election. **Candidate must be registered to vote with the Taos County Clerk's Office on or before August 6, 2025** (the date of the Secretary of State's Election Proclamation). (§1-22-3B).
4. Affidavit of Withdrawal of Candidacy (if applicable)

The forms provided with this information packet must be used for filing. In addition, these forms are also available on the Secretary of State's website. Please read through all the forms enclosed and understand the requirements of the information you need to provide. Your signature is required to be notarized. ***(IMPORTANT: Please ensure that your name and resident address on the Declaration of Candidacy/Declaration of Intent to be a Write-in Candidate are***

***IDENTICAL to your name and resident address as shown on your voter registration.*** The voter registration must have a physical (street) address as the place of residency, **not a post office box.**

If you cannot personally submit your Declaration of Candidacy, a Written Authorization for Designation (included in this packet) is also available. This allows the designation of an individual to act solely on your behalf to file your Declaration of Candidacy and any other documents required.

The County Clerk will not accept a declaration of candidacy for more than one municipal elected office per candidate. Each candidate shall declare only one municipal elected office (§1-22-7.B). A declaration of candidacy shall not be amended after it has been filed with the Town Clerk (§1-22-7.C.). Whoever knowingly makes a false statement in a declaration of candidacy is guilty of a fourth-degree felony (§1-22-7.F). When the declaration of candidacy is filed with the County Clerk, it becomes a public record.

### **Certified Candidate Information**

The candidate's name will appear on the ballot exactly as shown on the voter's registration. The order of candidates for the same office shall follow the randomization method established by the rule of the Secretary of State (§1-22-3.1E.6).

### **Additional Information**

Listed below are additional resources that may be helpful to you. Please click on the links below:

- [Town of Taos Official Website](#)
- [New Mexico Secretary of State Website](#)

You may search Town public records such as minutes, resolutions, ordinances, deeds, and easements through the Town Clerk's page at <https://taosnm.gov/257/Public-Records>. Additionally, the Town Code, budgets, audits, and many other resources are available on the Town's website.

If records are not accessible on the Town's website, you may submit a public record request through the [Public Records Request Portal](#), or contact Town Clerk Denise Martinez at (575)751-2005 to submit your request in person to the Town Clerk's Office.

The Clerk's Office would be more than happy to assist in your efforts to run for an elected position. Please do not hesitate to contact me at [dmmartinez@taosnm.gov](mailto:dmmartinez@taosnm.gov) or (575)751-2005 or Deputy Town Clerk Miquela Mangum at [mmangum@taosnm.gov](mailto:mmangum@taosnm.gov) or (575) 751-2004 if we can be of any assistance.

# CAMPAIGN MATERIAL

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## **ADVERTISING**

### **Chapter 12.28**

#### **12.28.010: GENERALLY:**

It is unlawful in the town for any person to distribute, place, or post in or upon public property any showcard, poster, brochure, circular, handbill, or other advertising device, or to distribute, place, or post in or upon private property, including utility poles, any such matter without the express consent of the owner. (Prior code § 3-1)

#### **12.28.020: SIGNS OR BANNERS ACROSS STREETS OR SIDEWALKS:**

No person shall erect or place any sign or banner of wood, cloth, metal, or other material across any street or sidewalk in the town without the permission of the town manager. (Editorially amended during 1998 codification: prior code § 3-2)

#### **12.28.030: DESTROYING LAWFUL POSTERS:**

It is unlawful for any person to wrongfully and maliciously tear down, deface, or cover up any posted advertisement or bill within the town of any other person during the time such sign or advertisement is lawfully posted and is of value. (Prior code § 3-3)

#### **12.28.040: MARKING ON STREETS OR SIDEWALKS PROHIBITED; EXCEPTION:**

It is unlawful for any person to advertise, or attempt to advertise, by marking or painting on any of the streets or sidewalks within the town, without permission from the town manager. (Editorially amended during 1998 codification: prior code § 3-4)

#### **12.28.050: SOUND VEHICLES RESTRICTED:**

It is unlawful within the town for any person to advertise anything by the use of any public address system or amplifying equipment located on or transported by any vehicle without first having obtained any other required town license and a permit therefor from the town police department. (Prior code § 3-5)

#### **12.28.060: STICKERS ON VEHICLES:**

It is unlawful for any person to attach any gummed sticker to any vehicle within the town without the consent of the owner of such vehicle. (Prior code § 3-6)

#### **12.28.070: GENERAL PENALTY FOR VIOLATIONS OF CHAPTER; CONTINUING VIOLATIONS:**

- A. Whenever in this chapter an act is prohibited or is made or declared to be unlawful or an offense or a misdemeanor, or whenever in this chapter the doing of any act is required or the failure to do any act is declared to be unlawful, and no specific penalty is provided therefor, the violation of any such provision or the failure to perform any such act shall be punishable by a fine of not exceeding three hundred dollars (\$300.00) or by imprisonment not to exceed ninety (90) days or by both such fine and imprisonment in the discretion of the court.

- B. Each day any such violation or failure to perform such act shall continue shall constitute a separate offense and a separate violation of an ordinance of this town, unless otherwise specifically provided. (Prior code § 3-7)

## **HANDBILLS**

### **Chapter 12.32**

#### **12.32.010: DEFINITIONS:**

For the purposes of this chapter, the following words, terms, and phrases shall have the meanings respectively ascribed to them:

**HANDBILL:** Any printed or written matter, sample, device, dodger, circular, leaflet, pamphlet, paper, booklet, or any other printed or otherwise reproduced original or copies of any matter of literature.

**NEWSPAPER:** Any newspaper of general circulation as defined by general laws, any newspaper duly entered with the postal service of the United States in accordance with federal statutes or regulations, and any newspaper filed and recorded with any recording officer as provided by general law. In addition, thereto, the term "newspaper" shall mean and include any periodical or current magazine regularly published with not less than four (4) issues per year and sold to the public, and the term shall mean and include any other copyrighted material.

**VEHICLE:** Every device in, upon, or by which any person or property is or may be transported or drawn upon a highway, including devices used exclusively upon stationary rails or tracks. (Prior code § 3-19)

#### **12.32.020: PROHIBITED ACTIVITIES IN OR UPON INHABITED PRIVATE PREMISES:**

No person shall throw, deposit or distribute within the town any handbill in or upon private premises which are inhabited, except by handing or transmitting any such handbill directly to the owner, occupant or other person then present in or upon such private premises; provided, however, that in case of inhabited private premises which are not posted as provided in section [12.32.030](#) of this chapter, such person, unless requested by anyone upon such premises not to do so, may place or deposit any such handbill in or upon such premises if such handbill is so placed or deposited as to secure or prevent the same from being blown or drifted about such premises or sidewalks, streets or other public places; and provided further, that mailboxes may not be so used when so prohibited by federal postal law or regulation. (Prior code § 3-21)

#### **12.32.030: PROHIBITED ACTIVITIES WHEN SO NOTIFIED OR WHERE PROPERLY POSTED:**

No person shall throw, deposit or distribute within the town any handbill upon any private premises if requested by anyone thereon not to do so or if there is placed on such premises a sign bearing the words: "No Trespassing", "No Peddlers or Agents", or any similar notice indicating in any manner that the occupants of such premises do not wish to have their right of privacy disturbed or to have any handbills left upon such premises. (Prior code § 3-22)

#### **12.32.040: DEPOSITING ON UNINHABITED OR VACANT PREMISES:**

It is unlawful for any person to throw or deposit any handbill in or upon any private premises within the town that are uninhabited or vacant. (Prior code § 3-23)

#### **12.32.050: PLACING ON VEHICLES:**

It is unlawful within the town for any person to throw or deposit any handbill in or upon any vehicle. (Prior code § 3-24)

**12.32.060: RESTRICTED IN PUBLIC PLACES:**

It is unlawful within the town for any person to hand out, distribute, or sell any handbill in any public place; except that a handbill may be personally delivered to any person willing to accept the same. (Prior code § 3-25)

**12.32.070: DEPOSITING ON PUBLIC PREMISES:**

It is unlawful within the town for any person to throw or deposit any handbill in or upon any public premises which are inhabited, uninhabited, or vacant. (Prior code § 3-26)

**12.32.080: EXEMPTIONS FOR MAIL AND NEWSPAPERS:**

The provisions of this chapter shall not apply to the distribution of mail by the United States postal service or of newspapers of general circulation within the town; except that, newspapers shall be placed on private property for delivery thereto in such a manner as to prevent their being carried or deposited by the elements upon any street, sidewalk or other public place or upon other private property. (Prior code § 3-20)

## SIGNS

**16.20.010.5.14: CONDITIONALLY EXEMPT SIGNS:**

The following types of signs are conditionally exempt from these sign regulations and do not require a sign permit, provided they comply with the design criteria defined in this section. Any exempt sign that does not meet the design criteria will be deemed noncompliant with these sign regulations.

- A. Bulletin Boards: A single on-premises exterior bulletin board is permitted, so long as the bulletin board does not exceed eight (8) square feet in sign area nor exceed seven feet (7') in overall height.
- B. Construction Signs: No more than two (2) construction signs shall be permitted per project location, so long as each construction sign is no larger than twenty-four (24) square feet in sign area and no greater than six feet (6') in height.
- C. Commercial Sign Walker: One (1) commercial sign walker shall be allowed per each place of business, provided that the sign area does not exceed three (3) square feet in sign area. Commercial sign walkers shall be prohibited within the Historic Overlay Zone (HOZ).
- D. Directional Signs: No more than two (2) directional signs shall be allowed per premises, provided they do not exceed six (6) square feet nor three feet (3') in height.
- E. Drive-Through Menu Signs: Drive-through menu signs are exempt from these sign regulations provided they do not exceed two (2) in number per premises. Drive-through menu signs shall not be located in the street frontage facade of the building.
- F. Election Campaign Signs: An election campaign sign is exempt from the provisions of these sign regulations provided there are no more than five (5) such signs per site location, nor exceed six (6) square feet in sign area, and so long as the sign is posted with the consent of the property owner. All such signs shall not be placed earlier than sixty (60) days prior to the election, and shall be removed within three (3) days after the election. These signs shall not be posted on any public right-of-way or on Town of Taos property.

- G. Garage Sale and Yard Sale Signs: One (1) on-premises sign announcing a garage or yard sale event shall be wholly exempt from the provisions of these sign regulations, provided it is located on the premises where the sale is to be held. No more than three (3) off-site signs announcing a garage or yard sale event shall likewise be wholly exempt from the provisions of these sign regulations, provided they are posted with the consent of the owner of the premises on which they are placed. Such a sign shall not be displayed for a period of more than two (2) consecutive days prior to the event and must be removed by the entity or individual who posted it within one (1) day of the conclusion of the event.
- H. Gasoline Station Price Signs: One (1) on-premises single- or double-faced gasoline price sign is exempt from the provisions of these sign regulations provided the sign does not exceed twelve (12) square feet per sign area and does not bear any advertising or logo other than a gasoline brand name and price. No more than one (1) double-faced price sign is permissible at any one (1) location.
- I. Government-Sponsored Special Event Signs: A temporary sign erected or authorized by the Town of Taos that advertises a community event is exempt from these sign regulations.
- J. Menu Signs: Menu signs shall be no greater than six (6) square feet and are exempt from these sign regulations so long as such a sign is mounted on the facade near the entrance of the restaurant or eatery.
- K. Memorial Signs: On-premises memorial signs are exempt from the provisions of these sign regulations so long as the sign is permanently attached to the building or structure to which they refer and does not exceed three (3) square feet in sign area.
- L. Noncommercial Signs: Permanent, civic, church, service club, political, or other noncommercial signs or emblems, whether for a charitable purpose, a religion, a cause, an idea, an ideology, or any other noncommercial purpose, are exempt from these sign regulations.
- M. Real Estate (Residential) Signs: Real estate (residential) sales or leasing signs are exempt from these sign regulations, but are limited to one (1) such sign per street frontage, which may be double faced, and the sign shall not exceed six (6) square feet in sign area, nor exceed five feet (5') in height above the average grade below. Such sign shall be removed within three (3) days of the rental, leasing, or sale closing of the property.
- N. Real Estate (Commercial, Industrial, Agricultural) Signs: Real estate (commercial, industrial, agricultural) signs are exempt from these sign regulations, but are limited to one (1) such sign per street frontage, and which may be double faced, and which may not exceed twelve (12) square feet in sign area, nor exceed eight feet (8') in height above the average grade below. Such sign shall be removed within three (3) days of the rental, leasing, or sale closing of the property.
- O. Street Address Signs: Street address signs shall not exceed three (3) square feet per sign area and are exempt from these sign regulations. Whenever possible and practical, the street address of the property shall be clearly visible to the public.
- P. Subdivision Signs: Subdivision signs are exempt from these sign regulations, but shall not exceed twelve (12) square feet in sign area and shall not exceed six feet (6') in height.

Subdivision signs shall be located at the main intersection or intersections entering into the subdivision.

- Q. Time And Temperature Signs: Time and temperature signs (prohibited in the Historic Overlay Zone) are exempt from these sign regulations, but shall not exceed twelve (12) square feet per sign area, nor exceed an overall height of six feet (6'). Time and temperature signs are not permitted or allowed by any variance process within the Historic Overlay Zone.
- R. Window Signs: Window signs are exempt from these sign regulations, but the total area of all window signs shall not exceed twenty percent (20%) of all of the window area visible to the public.
- S. Illuminated Window Signs: Except in the Historic Overlay Zone, interior static neon, LED, or otherwise internally illuminated window signs displaying messages such as "open" or other advertisements are permitted, provided they do not exceed, cumulatively, three (3) square feet in total sign area.
- T. Vehicle and Equipment Signs: Signs on trucks, buses, boats, trailers, or other motorized vehicles and equipment are permitted so long as the signs adhere to the following standards:
  - 1. The primary purpose of the vehicle or equipment is not the display of signs;
  - 2. The vehicle/equipment is in operating condition, currently registered and licensed to operate on public streets when applicable, and actively used in the daily function of the business to which the signs relate;
  - 3. The vehicles and equipment are not used primarily as static displays, advertising a product or service, nor utilized as storage or shelter; and
  - 4. During periods of inactivity, the vehicles and equipment shall be stored in a designated parking space; said vehicle shall not be parked in drive aisles, landscaped areas, public right-of-way, or any other areas not specifically designated for parking. (Ord. 17-03, 2017)

# Powers, Duties and Compensation of Elected Officials

## MAYOR

### **Chapter 3.32**

The Mayor is the Chief Executive Officer of the Town, and shall:

- A. Cause the ordinances and regulations of the Town to be enacted and obeyed;
- B. Exercise, within the Town, those powers conferred upon Sheriffs of counties, to suppress disorders and keep the peace;
- C. Perform such other duties compatible with the office and which the Town Council may require;
- D. Supervise the operation and management of the Town, through the Town Manager;
- E. Appoint the Town Manager, subject to the advice and consent approval of the majority of the members of the Town Council, as authorized by this Code;
- F. Sign all commissions, licenses and permits granted by the Town Council and other acts that the law or ordinances may require. (Ord. 18-01, 2018)

#### **3.32.020: VACATED MAYOR'S OFFICE; APPOINTMENT BY TOWN COUNCIL:**

In the event of the death, disability, resignation, or change of residence from the Town of the Mayor, the Town Council shall appoint, by majority vote, a qualified elector of the Town of Taos to fill the vacancy for the unexpired term of office. (Ord. 18-01, 2018)

#### **3.32.030: PRESIDING OFFICER OF THE TOWN COUNCIL:**

The Mayor shall be the presiding officer of the Town Council at all meetings of the Council. The Mayor shall vote only when there is a tie vote or as otherwise required by law. (Ord. 18-01, 2018)

#### **3.32.040: MAYOR PRO TEMPORE:**

The Town Councilors shall, at the organizational meeting after the regular local election, elect from their own body a Mayor Pro Tempore to act in the absence of the Mayor, except as may otherwise be provided by law or ordinance. The Town Councilors may change the Mayor Pro Tem at their pleasure at any time. The Mayor shall have the power to break a tie vote on the election of the Mayor Pro Tempore. (Ord. 18-01, 2018)

## TOWN COUNCIL

### **Chapter 3.28**

#### **3.28.010: GOVERNING BODY; LEGISLATIVE BRANCH:**

- A. The Corporate Authority of the Town is vested in the Governing Body, the Town Council, which shall constitute the legislative branch of the Town, and shall not perform any executive functions, except those assigned to it by law.
- B. A majority of the Governing Body is a quorum for the purpose of transacting business.
- C. Unless otherwise provided by law, a question before the Governing Body shall be decided by a majority vote of the members of the quorum present.
- D. The Governing Body of the Town is the Town Council, whose members are the Mayor and the four (4) Councilors. The election of the Mayor and Councilors shall be on an at large basis.
- E. Whenever there is a requirement that a certain fraction or percentage of the members of the entire Town Council, or all the members of the Town Council, or of the entire membership of the Governing Body, or other similar language, other than the requirement of a simple majority, in order for a measure to pass, the Mayor shall have no vote except in the case of a tie, and the Mayor shall not be counted in determining the actual number of votes needed. (Ord. 18-01, 2018)

### **3.28.020: POWERS AND DUTIES:**

The Town Council shall:

- A. Elect one of its members to act as Mayor Pro Tem as provided in section [3.32.040](#) of this title;
- B. Possess all powers granted by law, and such other Municipal powers not conferred by law or ordinance on another officer of the Town;
- C. Manage and control the finances and all property, real and personal, belonging to the Town;
- D. Determine the time and place of holding its meetings, which shall be in accordance with the New Mexico Open Meetings Act;
- E. Determine the rules and/or procedures of Council proceedings;
- F. Keep minutes of its proceedings;
- G. Adopt rules and regulations necessary to effect the powers granted to municipalities;
- H. Prescribe the compensation, including but not limited to benefits and fees, to be paid to Town officers and employees;
- I. Prescribe the powers and duties of those officers whose terms of office or powers and duties are not defined by law, and impose additional powers and duties upon those officers whose powers and duties are prescribed by law;
- J. Discharge any appointed official, Department Director, classified or other employee by a majority vote of the entire Council subject to the provisions of this title, any Collective Bargaining Agreement (CBA), the merit employment system described in this title, and this Personnel Policy, as applicable. (Ord. 18-01, 2018)

### **3.28.030: FISCAL RESPONSIBILITIES:**

The Town Council shall:

- A. Control the finances and property of the Town;
- B. Appropriate money for Municipal purposes only;
- C. Adopt the annual operating budget of the Town;
- D. Prescribe policies and procedures for fiscal control;
- E. Provide for payment of debts and expenses of the Town; and
- F. Meet at least annually as the Board of Finance. (Ord. 18-01, 2018)

### **3.28.040: PUBLIC MEETINGS OF THE TOWN COUNCIL:**

- A. The Town Council shall determine at least annually in a public meeting, and provide public notice of the dates, times, locations and notice requirements of all public meetings.
- B. The Town Council may compel the attendance of absent members, in such manner and under such penalties, as it deems desirable.
- C. The Town Clerk shall be responsible for the preparation of the agenda and for providing notice to all members of the Town Council and to the public which shall be made available to the public pursuant to the provision of the Open Meetings Act, New Mexico Statutes Annotated 1978 section 10-15-1 et seq., as amended. (Ord. 18-01, 2018)

### **3.28.050: EMERGENCY MEETINGS:**

- A. Meetings of an emergency nature may be called by the Mayor to consider any matter that needs emergency action because of a clear and present danger to the health, safety, and welfare of the citizens of the Town.
- B. The only subjects for discussion at an emergency meeting shall be the matters designated by the Mayor in his emergency call.
- C. Notice of such an emergency to the members of the Council shall be by telephone, direct home delivery, or by the Town police.
- D. Notice to the public of such meeting shall be by whatever notice is practical under the circumstances. (Ord. 18-01, 2018)

### **3.28.060: VACANCIES:**

- A. Any vacancy on the Town Council shall be filled by appointment of a qualified elector, by the Mayor, with the advice and consent of the Town Council.

- B. Any qualified elector appointed to fill a vacancy on the Town Council shall serve to fill the remaining unexpired term, if any, until the next regular local election, or any special election called for such purpose, at which time a qualified elector shall be elected.
- C. A special election, for the purpose of filling a vacancy on the Town Council, may be called by the Mayor with the consent of the Town Council, or by the Town Council. (Ord. 18-01, 2018)

**3.20.040: COMPENSATION OF MAYOR AND TOWN COUNCIL ELECTED TO OFFICE AT NEXT ELECTION:**

Compensation for the Mayor, Mayor Pro Tem, and Council members is authorized by section 3-10-3, New Mexico Statutes Annotated, 1978, as amended. The Mayor and members of the Town Council who shall be elected to office at the regular local election for office to be held on March 3, 1998, and those elected or appointed thereafter, shall be compensated for their services to the Municipality as follows:

- A. The annual compensation of the Mayor shall be one hundred sixty percent (160%) of the authorized annual salary of an elected County Commissioner of a Class B county as provided in section 4-44-4.1 New Mexico Statutes Annotated, as amended.
- B. The annual compensation of each member of the Town Council shall be eighty percent (80%) of the authorized annual salary of an elected County Commissioner of a Class B county as provided in section 4-44-4.1 New Mexico Statutes Annotated, as amended.
- C. In addition to the above enumerated salaries, compensation for the Mayor and Council members shall include those benefits, including travel allowances under the Per Diem and Mileage Act, as are afforded other Town employees and as may be provided by law, ordinance, or Town policy. Compensation shall be prorated and paid on a biweekly basis. (Ord. 18-01, 2018)

## **MUNICIPAL JUDGE**

### **Chapter 3.68**

**3.68.020: QUALIFICATIONS:**

Any qualified elector, being a resident of the Town, shall be eligible to occupy the Office of Municipal Judge of the Town. (Ord. 18-01, 2018)

**3.68.030: ELECTION:**

The Municipal Judge shall be elected for a term of four (4) years at the regular local election and shall serve until his/her successor is duly elected and qualified. (Ord. 18-01, 2018)

**3.68.040: VACANCIES:**

Vacancies in the Office of Municipal Judge shall be filled by appointment of the Mayor with the approval of the Town Council, at either a regular or special meeting called for that purpose. The Municipal Judge, so appointed, shall serve until the next regular local election. (Ord. 18-01, 2018)

**3.68.050: OATH OF OFFICE:**

The Municipal Judge shall be qualified to act, in such capacity, upon the issuance of a certificate

of election, taking an oath of office as prescribed by law, and filing the required bond. (Ord. 18-01, 2018)

**3.68.060: COMPENSATION:**

The compensation of the Municipal Judge shall include those benefits, including travel allowances under the Per Diem and Mileage Act, and other fringe benefits as are provided all regular employees of the Municipality, and as may be provided by law, ordinance, or Town policy. Compensation shall be prorated and paid on a biweekly basis. (Ord. 18-01, 2018)

**3.68.070: COMPENSATION OF JUDGE ELECTED TO OFFICE AT NEXT MUNICIPAL ELECTION:**

The Municipal Judge who shall be elected to office at the regular local election for office to be held on March 3, 1998, and those elected or appointed thereafter, shall be compensated for their services to the Municipality as follows:

- A. Any new Municipal Judge shall be compensated at the rate of forty four thousand dollars (\$44,000.00) annually; any existing Municipal Judge shall be compensated at their existing rate, and thereafter as that rate may be increased from time to time, in the same fixed amount or percentage increase and at the same time, that the majority of the other Municipal employees receive an increase in compensation.
- B. Any increase granted subsequent to this chapter shall be incremental and shall apply to each subsequent Municipal Judge. (Ord. 18-01, 2018)

**3.68.080: POWERS AND DUTIES:**

- A. The Municipal Judge will maintain regular office hours of at least a forty (40) hour work week, and shall be available for emergency reasons at all reasonable times.
- B. The Municipal Judge shall preside over all Municipal Court hearings, at every stage of any proceedings, concerning violation of any provision of this Code or ordinance of the Town.
- C. The Municipal Judge shall issue warrants for tickets and fines which have not been paid to the Town.
- D. The Municipal Judge shall exercise all powers conferred upon a Municipal Judge by law. (Ord. 18-01, 2018)

**3.68.090: TEMPORARY INCAPACITY; ACTING MUNICIPAL JUDGE:**

During the temporary incapacity, or absence, of the duly elected or appointed Municipal Judge, under circumstances not tantamount to, or constituting, a vacancy in office, including, but not limited to, vacations, temporary absences, unavailability, determination of conflict in hearing a case, or incapacity, the Mayor shall appoint any registered voter, who resides within the Town, to serve as Acting Municipal Judge. Such Acting Judge shall exercise all powers of the Municipal Judge until the return of the duly elected or appointed Municipal Judge. (Ord. 18-01, 2018)

**3.68.100: COMPENSATION FOR ACTING MUNICIPAL JUDGE:**

The duly appointed Acting Municipal Judge shall be paid at a rate of one hundred twenty five dollars (\$125.00) per day, provided, however, that if the temporary incapacity or absence of the

duly elected or appointed Municipal Judge extends more than five (5) days beyond absences for incapacities, or other authorized absences by the Town for regular employees, then the compensation to be paid to the Acting Municipal Judge shall be deducted from the regular authorized salary of the duly elected or appointed Municipal Judge. (Ord. 18-01, 2018)

**3.68.110: REPORTS AND REMITTANCES:**

The Municipal Judge shall furnish monthly written reports to the Finance Director of all monies collected by the Municipal Court, not later than the tenth day of each month. The Municipal Judge shall deposit all monies received by the Municipal Court, within twenty-four (24) hours after receipt, to the Finance Director. All reports shall include an itemized statement showing the different amounts collected, the purpose of the collection, the name of the person paying, and the date of payment. All receipts shall be numbered sequentially in a manner prescribed by the Finance Director. (Ord. 18-01, 2018)



**RESOLUTION 25-26  
REGULAR LOCAL ELECTION RESOLUTION**

Be it resolved by the governing body of the Town of Taos, New Mexico, that:

- A. The Regular Local Election shall be held on November 4, 2025. Polls will open at 7:00 a.m. and close at 7:00 p.m.
- B. At the Regular Local Election, persons shall be elected to fill the following At-Large Elective Offices:
  - 1. One Mayor – 4-year term commencing January 1, 2026.
  - 2. One Councilmember – 4-year term, commencing January 1, 2026.
  - 3. One Councilmember – 4-year term, commencing January 1, 2026.
  - 4. One Municipal Judge – 4-year term commencing January 1, 2026.
- C. Declaration of Candidacy shall be filed with the Taos County Clerk on Tuesday, August 26, 2025, between 9:00 a.m. and 5:00 p.m.
- D. Write-in candidates shall file a declaration of candidacy between 9:00 a.m. and 5:00 p.m. on Tuesday, September 2, 2025.

**PASSED, APPROVED, and ADOPTED**, this 10th day of June 2025, at the Regular Meeting of the Town Council by the following vote:

Mayor Pro Tem Marietta Fambro	<u>Yes</u>
Councilmember Darien D. Fernandez	<u>Yes</u>
Councilmember Corilia Ortega	<u>Yes</u>
Councilmember Genevieve Oswald	<u>Yes</u>

**TOWN OF TAOS**  
  
**Pascualito M. Maestas, Mayor**

**ATTEST:**

  
**Denise M. Martinez, Town Clerk**



**APPROVED AS TO FORM:**

Signed by:  
  
**Jessica Nixon, Town Attorney**



## ORDINANCE 22-02

### **AN ORDINANCE PURSUANT TO NMSA 1978, SECTION 1-22-3.1 (2018) TO OPT-IN TO THE LOCAL ELECTION ACT FOR THE ELECTION OF THE MUNICIPAL OFFICERS OF THE TOWN OF TAOS**

**WHEREAS**, on July 1, 2018, the Local Election Act went into effect as Chapter 1, Article 22, NMSA 1978 establishing the Regular Local Election, a consolidated election day for non-partisan local government bodies on the first Tuesday after the first Monday in November of each odd-numbered year; and

**WHEREAS**, the Local Election Act also established the Municipal Officer Election Day on the first Tuesday in March of even-numbered years; and

**WHEREAS**, the Local Election Act provides the option for each municipality to determine if its elective officers shall be elected on the Municipal Officer Election Day on the first Tuesday of March in even-numbered years or at the Regular Local Election on the first Tuesday after the first Monday in November of odd-numbered years; and

**WHEREAS**, the Town of Taos has considered the issues related to opting into the Regular Local Election Act, including uniformity of procedure and convenience for the voters.

**NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF TAOS, NEW MEXICO THAT:**

**SECTION 1. MUNICIPAL OFFICERS TO BE ELECTED AT THE REGULAR LOCAL ELECTION**  
Pursuant to Subsection B of Section 1-22-3.1 NMSA 1978, the Town of Taos opts into the election of its municipal officers in the November 2023 Regular Local Election and thereafter as approved in NMSA 1978, Section 1-23.3.1.

**SECTION 2. ADJUSTMENT OF TERMS TO CORRESPOND WITH NEW ELECTION DATE**  
To begin with the Regular Local Election in November 2023, the terms of office for the current municipal office holders shall be adjusted, so that:

(A) municipal officers elected or appointed to a term ending in 2024 shall serve until December 31, 2023, and the position shall be elected at the Regular Local Election in November 2023 and the term of office shall commence on January 1, 2024; and

(B) municipal officers elected or appointed to a term ending in 2026 shall serve until December 31,

2025, and the position shall be elected at the Regular Local Election in November 2025, and the term of office shall commence on January 1, 2026.

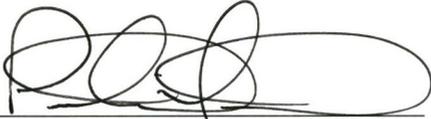
**SECTION 3. FILING WITH SECRETARY OF STATE**

Following approval of this ordinance, the Municipal Clerk shall file a copy of the ordinance with the Secretary of State no later than June 30, 2023.

**PASSED, APPROVED, AND ADOPTED** this 26th day of April 2022, at the Regular Meeting of the Town Council by the following vote:

Mayor Pro Tem Darien D. Fernandez	<u>Yes</u>
Councilmember Nathaniel Evans	<u>Yes</u>
Councilmember Marietta S. Fambro	<u>Yes</u>
Councilmember Corilia I. Ortega	<u>Yes</u>

**TOWN OF TAOS**

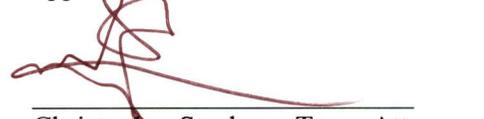


Pascualito M. Maestas, Mayor

ATTEST:

  
Francella Garcia, Town Clerk

Approved as to form:

  
Christopher Stachura, Town Attorney

## TOWN OF TAOS MANAGEMENT TEAM

### **Town Manager**

Lupe Martinez

Office (575) 751-2002

[lemartinez@taosnm.gov](mailto:lemartinez@taosnm.gov)

### **Town Clerk**

Denise Martinez

Office (575) 751-2005

[dmmartinez@taosnm.gov](mailto:dmmartinez@taosnm.gov)

### **Town Attorney**

### **Finance Director**

Jonathan Montoya

Office (575) 751-2024

[jmontoya@taosnm.gov](mailto:jmontoya@taosnm.gov)

### **Human Resources Director**

Rebecca Beardsley

Office (575) 751-2011

[rbeardsley@taosnm.gov](mailto:rbeardsley@taosnm.gov)

### **Planning, Community & Economic Development Director**

William Evans

Office (575) 751-2033

[wevans@taosnm.gov](mailto:wevans@taosnm.gov)

### **Chief of Police**

Mark Archuleta

Office (575) 737-2618

[marchuleta@taosnm.gov](mailto:marchuleta@taosnm.gov)

### **Assistant Town Manager**

Mark T Flores II

Office (575) 751-2040

[mflores@taosnm.gov](mailto:mflores@taosnm.gov)

### **Interim Parks and Recreation Director**

Melissa Vigil

Office (575) 737-2605

[mvigil@taosnm.gov](mailto:mvigil@taosnm.gov)

### **Facilities and Events Director**

Valorie Mondragon

Office (575) 737-2617

[vmondrgon@taosnm.gov](mailto:vmondrgon@taosnm.gov)

### **Information Technology Director**

Bill Ervin

Office (575) 737-2624

[bervin@taosnm.gov](mailto:bervin@taosnm.gov)

### **Administrative Fire Chief**

Edward Abeyta

Office (575) 758-3386

[eabeyta@taosnm.gov](mailto:eabeyta@taosnm.gov)

### **Municipal Court Judge**

Richard Chavez

Office (575) 737-2603

[rchavez@taosnm.gov](mailto:rchavez@taosnm.gov)

# FORMS FOR FILING

*Forms are available on the Secretary of State's website*

<https://www.sos.nm.gov/2023-regular-local-election-candidate-information/>



STATE OF NEW MEXICO  
**MAGGIE TOULOUSE OLIVER**  
 SECRETARY OF STATE

## 2025 REGULAR LOCAL ELECTION

### DECLARATION OF CANDIDACY – STATEMENT OF INTENT

I, \_\_\_\_\_, being first duly sworn, say that I am a voter of the county  
*(candidate's name on certificate of registration)*

of \_\_\_\_\_, State of New Mexico. I reside at \_\_\_\_\_,  
*(candidate's county of registration)* *(candidate's address as registered)*

and was registered to vote at that place on the date of the proclamation calling this election;

I reside within and am registered to vote in the area to be elected to represent;

I desire to become a candidate for the office of \_\_\_\_\_ at the  
*(office sought, including district or division #, if applicable)*

regular local election to be held in November of the year this declaration is filed;

I will be eligible and legally qualified to hold this office at the beginning of its term; and

I make the foregoing affidavit under oath, knowing that any false statement herein constitutes a felony punishable under the criminal laws of New Mexico.

\_\_\_\_\_  
*Signature of Declarant*

\_\_\_\_\_  
*Mailing Address*

\_\_\_\_\_  
*Residence Address*

\_\_\_\_\_  
*Email Address*

\_\_\_\_\_  
*Phone Number*

State of: \_\_\_\_\_

County of: \_\_\_\_\_

Signed and sworn (or affirmed) before me on the \_\_\_\_\_ day of \_\_\_\_\_, 2025,  
 by \_\_\_\_\_.

\_\_\_\_\_  
*Signature of notarial officer*

\_\_\_\_\_  
*Title and Rank*

My Commission Expires: \_\_\_\_\_



STATE OF NEW MEXICO  
**MAGGIE TOULOUSE OLIVER**  
SECRETARY OF STATE

**2025 REGULAR LOCAL ELECTION**

**DECLARATION OF INTENT TO BE A WRITE-IN CANDIDATE**

I, \_\_\_\_\_, being first duly sworn, say that I am a voter of the county  
*(candidate's name on certificate of registration)*  
of \_\_\_\_\_, State of New Mexico. I reside at \_\_\_\_\_,  
*(candidate's county of registration)* *(candidate's address as registered)*  
and was registered to vote at that place on the date of the proclamation calling this election;  
I reside within and am registered to vote in the area to be elected to represent;  
I desire to become a candidate for the office of \_\_\_\_\_ at the  
*(office sought, including district or division #, if applicable)*  
regular local election to be held in November of the year this declaration is filed;  
I will be eligible and legally qualified to hold this office at the beginning of its term; and  
I make the foregoing affidavit under oath, knowing that any false statement herein constitutes a  
felony punishable under the criminal laws of New Mexico.

\_\_\_\_\_  
*Signature of Declarant*

\_\_\_\_\_  
*Mailing Address*

\_\_\_\_\_  
*Residence Address*

\_\_\_\_\_  
*Email Address*

\_\_\_\_\_  
*Phone Number*

State of: \_\_\_\_\_

County of: \_\_\_\_\_

Signed and sworn to (or affirmed) before me on the \_\_\_\_\_, 2025,

by \_\_\_\_\_.

\_\_\_\_\_  
*Signature of notarial officer*

\_\_\_\_\_  
*Title*



STATE OF NEW MEXICO  
**MAGGIE TOULOUSE OLIVER**  
SECRETARY OF STATE

## 2025 REGULAR LOCAL ELECTION WRITTEN AUTHORIZATION FOR DESIGNATION

I desire to become a candidate for the office of \_\_\_\_\_ in the regular local election to be held on Tuesday, November 4, 2025.

I certify that I am not able to personally deliver my Declaration of Candidacy and all other associated documents to the New Mexico Secretary of State or the County Clerk, as applicable, for filing purposes.

Pursuant to NMSA 1978, § 1-22-7.E, I designate the following individual to act solely on my behalf for the purpose of filing my Declaration of Candidacy and any other documents required:

\_\_\_\_\_  
Name of Designee (printed)

\_\_\_\_\_  
Address of Designee

Signed and authorized by:

\_\_\_\_\_  
Candidate Signature

\_\_\_\_\_  
Candidate Name

\_\_\_\_\_  
Residence Address

\_\_\_\_\_  
Mailing Address (if different)

\_\_\_\_\_  
Candidate Email Address

\_\_\_\_\_  
Phone Number



STATE OF NEW MEXICO  
**MAGGIE TOULOUSE OLIVER**  
SECRETARY OF STATE

**2025 REGULAR LOCAL ELECTION**  
**AFFIDAVIT OF WITHDRAWAL OF CANDIDACY**

I, \_\_\_\_\_, being first duly sworn upon my oath do hereby  
*(candidate's name on certificate of registration)*  
state for my affidavit that:

I withdraw as a candidate for the office of \_\_\_\_\_, in the  
*(office sought, including district or division #, if applicable)*  
Regular Local Election scheduled for November 4, 2025; and that I hereby permanently revoke my  
Declaration of Candidacy filed with my proper filing officer on the \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
*Signature of Candidate*

State of: \_\_\_\_\_

County of: \_\_\_\_\_

Signed and sworn to (or affirmed) before me on the \_\_\_\_\_, 2025,  
by \_\_\_\_\_.

\_\_\_\_\_  
*Signature of notarial officer*

\_\_\_\_\_  
*Title*

Received in the office of the \_\_\_\_\_ County Clerk at \_\_\_\_\_ A.M./P.M. on the \_\_\_\_\_  
day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
*Signature of Proper Filing Officer*



STATE OF NEW MEXICO  
**MAGGIE TOULOUSE OLIVER**  
 SECRETARY OF STATE

**2025 REGULAR LOCAL ELECTION  
 REQUEST FOR ADDRESS CONFIDENTIALITY**

I, \_\_\_\_\_, request to have my home address designated as confidential  
*(Candidate's Name)*  
 within election and financial related records pursuant to 1.10.37 NMAC. I understand that I am required to provide a  
 valid alternate mailing address which will be subject to public records request.

My home address to be redacted is: \_\_\_\_\_, NM \_\_\_\_\_  
*Residence Address City Zip Code*

My alternate mailing address to be used in public records is: \_\_\_\_\_, NM \_\_\_\_\_  
*Residence Address City Zip Code*

If I am a candidate running for public office, I understand that this designation is contingent on my election to the office for which I am running, and should I fail to be elected to the office, my address will no longer be designated as confidential. I understand that if I remain qualified, it is my responsibility to resubmit this form every two years by February 1st of that calendar year.

I understand that my home address shall not be publicly disclosed or published on a government website so long as I remain qualified for this designation or otherwise do not voluntarily withdraw from this program in writing by filling out the required form and returning it to the Secretary of State. I further understand that limitations on public disclosure do not extend to judicial proceedings.

I understand that the alternate address I provide on this form should be used for all government mailings in order to prevent the unwanted disclosure of my home address. I understand that if I choose to publish my home address in any other publicly available locations after signing this form, its disclosure is not the responsibility of the Office of the Secretary of State, nor will the Secretary of State be responsible for rectifying the disclosure.

\_\_\_\_\_  
*Signature of Declarant*

\_\_\_\_\_  
*Email Address*

\_\_\_\_\_  
*Phone Number*

State of: \_\_\_\_\_

County of: \_\_\_\_\_

Signed and sworn to (or affirmed) before me on the \_\_\_\_\_, 2025, by

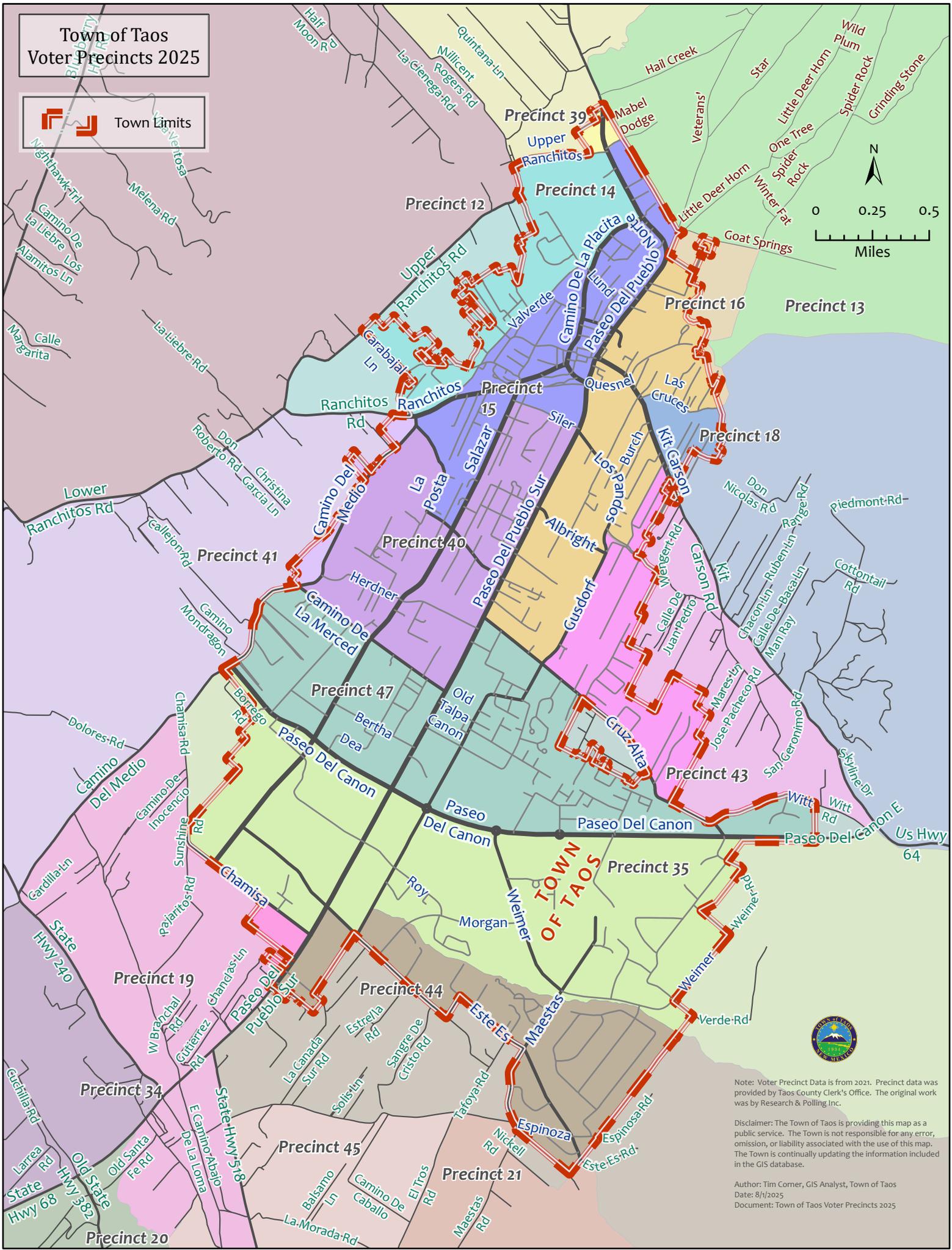
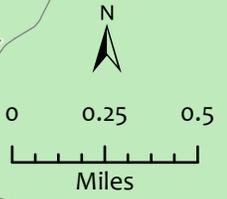
\_\_\_\_\_.

\_\_\_\_\_  
*Signature of notarial officer*

\_\_\_\_\_  
*Title*

# PRECINCT MAP

# Town of Taos Voter Precincts 2025



Note: Voter Precinct Data is from 2021. Precinct data was provided by Taos County Clerk's Office. The original work was by Research & Polling Inc.

Disclaimer: The Town of Taos is providing this map as a public service. The Town is not responsible for any error, omission, or liability associated with the use of this map. The Town is continually updating the information included in the GIS database.

Author: Tim Corner, GIS Analyst, Town of Taos  
Date: 8/1/2025  
Document: Town of Taos Voter Precincts 2025