



**MINUTES OF THE REGULAR RATON CITY COMMISSION**  
**MEETING HELD ON TUESDAY, JANUARY 24, 2023 AT 6 PM**

**I. CALL TO ORDER:**

Mayor Neil Segotta called the meeting of the Raton City Commission to order at 6:00 p.m.

**II. ROLL CALL/ATTENDANCE:**

Answering roll call was: Mayor Neil Segotta and Mayor Pro-tem Linde' Schuster. Commissioners: Donald Giacomo and Lori Chatterley. Commissioner Ronald Chavez was absent. Also present were City Manager Scott Berry, Deputy Clerk Desire'e Trujillo, Clerk/Treasurer Michael Anne Antonucci, and 15 visitors.

**III. MAYOR SEGOTTA LED EVERYONE IN THE PLEDGE OF ALLEGIANCE:**

**IV. RECOGNITION OF VISITORS, CITIZEN OF THE MONTH AND/OR PRESENTATION OF PROCLAMATION, SERVICE AWARD, CONGRATULATIONS, CONDOLENCES, HOLIDAY SCHEDULES, AND CITY/MUNICIPAL EVENTS:**

- All City Offices will be closed Monday, February 20<sup>th</sup> in Observance of President's Day
- Next Regular Commission Meeting Tuesday, February 14, 2023 at 6:00 p.m.

**V. Committee Reports from Commissioners**

Commissioner Lori Chatterley met January 5<sup>th</sup> via zoom with North Central New Mexico Economic Development Division Executive Director Monica Abeita and Commissioner Brush from Taos County to help plan for the annual meeting next Thursday and Friday in Santa Fe. She attended a zoom meeting January 10<sup>th</sup> along with City Manager Berry, Mayor Segotta, NM Department of Energy, Minerals, and Natural Resources Cabinet Secretary and other representatives from the Nature Conservancy, and other State agencies to discuss the funding gap with the Bartlett Mesa acquisition and the various funding sources. She attended a Northeast Virtual Stakeholder Meeting via zoom on January 18<sup>th</sup> to discuss how, where, and what people do for outdoor recreation in Colfax County . She noted there will be a public meeting at the Philmont Scout Ranch on February 9<sup>th</sup> at 12:00 p.m., Angel Fire Community Center at 5:30 p.m. and in Raton on February 27<sup>th</sup> to determine solutions, ideas, and potential funding opportunities. The Colfax County Senior Citizens Board met on January 17<sup>th</sup> but Commissioner Chatterley was unable to attend.

Commissioner Donald Giacomo attended the Arthur Johnson Memorial Library Board meeting on January 17<sup>th</sup> and reported Dennie Gum is the new Library Director and that they have hired a new library aid. He also reported on the

**MINUTES OF THE REGULAR RATON CITY COMMISSION**  
**MEETING HELD ON TUESDAY, JANUARY 24, 2023 (Cont.)**

donations received, fines collected, number of copies made, and the programs held. He attended the RPS Board meeting on January 23<sup>rd</sup> where they elected their officers for 2023, reviewed the bookkeeping reports, approved Resolution 2023-1 Meeting Notice Requirement, and the Lighting on Frontage Road Proposal.

Mayor Pro-tem Linde' Schuster attended the Raton Public School Facility Master Plan meeting for the proposed new facility which she spoke very highly of and encouraged the citizens to be in favor of. She also attended the Raton Water Works Board meeting on January 17<sup>th</sup> and reported Lake Maloya is 3' below the spillway, we are currently running on the Cimarron system, and the Water Chemical Treatment bids received were opened on December 10<sup>th</sup>.

Mayor Neil Segotta attended a zoom meeting January 10<sup>th</sup> along with City Manager Berry, Commissioner Chatterley, NM Department of Energy, Minerals, and Natural Resources Cabinet Secretary and other representatives from the Nature Conservancy, and other State agencies to discuss the funding gap with the Bartlett Mesa acquisition and the various funding sources. He and City Manager Berry met with Representatives Jack Chatfield, Joseph Sanchez and Senator Pete Campos and discussed the City of Raton's capital outlay requests. He also met with NM Municipal League Executive Director AJ Forte and discussed the City of Raton's needs.

**VI. Items from Citizens Present:**

District 1 County Commissioner, Si Trujillo came and spoke on his intentions to collaborate with the City of Raton to better serve the community. He also made mention of some of the city residents bringing up their issues with unpaved city streets. He encouraged the City Commission to compare the pay rates for other towns City Commission/Council to theirs due to him believing they should be entitled to a raise.

**VII. ACTION ITEMS/ PUBLIC HEARINGS/ORDINANCES/ RESOLUTIONS/ CITY MANAGER'S REPORT- The City Commission may discuss and/or take actions on the following agenda items:**

**A. *DELIBERATE AND ACT on Approval of January 10, 2023 Regular Meeting Minutes***

A motion was made by Commissioner Lori Chatterley to approve the January 10, 2023 Regular Meeting Minutes with one minor date correction. The motion was seconded by Commissioner Donald Giacomo and carried 4-0 with all voting "aye".

**B. *DELIBERATE AND ACT on Board Appointments – Planning & Zoning and the Raton Water Works Board***

City Manager Scott Berry requested postponing taking any action on the board appointments to give the members of the public who are interested in serving on the boards an opportunity to put in an application. There will also be a seat opening up in June on the RPS Board of Trustees. He stated that anyone interested could pickup an application at City Hall which will then be brought to the Commission for approval at the February 28<sup>th</sup> meeting. A

**MINUTES OF THE REGULAR RATON CITY COMMISSION**  
**MEETING HELD ON TUESDAY, JANUARY 24, 2023 (Cont.)**

motion was made by Commissioner Lori Chatterley to postpone the Board Appointments – Planning & Zoning and the Raton Water Works Board until the February 28<sup>th</sup> meeting. The motion was seconded by Mayor Pro-tem Linde’ Schuster and carried 4-0 with all voting “aye”.

***C. DELIBERATE AND ACT on Lodgers’ Tax Board Recommendations***

City Manager Scott Berry stated the Lodgers’ Tax Advisory Board met on January 18, 2023 and recommended that \$2,850 plus tax be awarded to the 2023 New Mexico Vacation Guide. \$2,700 for a full page ad and \$150 for a geo-target from the print advertisement line item. After a brief discussion a motion was made by Commissioner Lori Chatterley to approve the Lodgers’ Tax Board Recommendation. The motion was seconded by Commissioner Donald Giacomo and carried 4-0 with all voting “aye”.

***D. DELIBERATE AND ACT on Raton Airport Extension of Electrical Service to New Hanger***

City Manager Scott Berry stated this is in regard to the construction of the new hanger in the Taxiway Delta Area. There is currently no electric service in the hanger. A 4000’ extension of service is required as well as an electrical panel. The panel should arrive sometime in March. The workorder estimate from Springer Electric Cooperative Inc. is \$39,534.64 which the City of Raton would cover the entire cost. A motion was made by Mayor Pro-tem Linde’ Schuster to approve the Raton Airport Extension of Electrical Service to New Hanger. The motion was seconded by Commissioner Lori Chatterley and carried 4-0 with all voting “aye”.

***E. DELIBERATE AND ACT on Bid Award for Raton Senior Center Kitchen Project***

City Manager Scott Berry stated sealed bids were solicited for the Senior Center Kitchen Renovations and a public bid opening was held on Thursday, January 19<sup>th</sup> at 2:00 p.m. One bid was received from Mosark, LLC in the amount of \$114,912 excluding NMGRT. The project is solely funded by a capital outlay grant from Aging and Long-Term Care Services. The renovations will consist of replacement of the walk-in fridge and freezer, removal and installation of a new dishwasher and related carpentry work. The dishwasher will be purchased by the City of Raton utilizing additional grant funding received for the project and will be installed by the contractor. The total amount for the project including NMGRT is \$124,545.42. A motion was made by Commissioner Donald Giacomo to approve the Bid Award for Raton Senior Center Kitchen Project. The motion was seconded by Commissioner Lori Chatterley and carried 4-0 with all voting “aye”.

***F. DELIBERATE AND ACT on Award of RFP for Development of Community Economic Improvement Project Utilizing the Existing Kearny School Facility***

City Manager Scott Berry stated the City of Raton requested proposals through RFP No. 2022-1027 for commercial/business occupancy of the existing Kearny School building facilities and site for economic development

**MINUTES OF THE REGULAR RATON CITY COMMISSION**  
**MEETING HELD ON TUESDAY, JANUARY 24, 2023 (Cont.)**

and community service purposes. One proposal was submitted from El Raton Media Works and was reviewed and scored by the appointed review committee in accordance with the evaluation matrix that was included in the RFP. The committee members determined the proposal to substantially comply with the requirements set forth. Following the evaluation process, and as a representative of the evaluation committee, City Manager Berry recommended award of a Project Participation Agreement and a Lease Agreement for the Kearny School Facility to El Raton Media Works. After some discussion a motion was made by Mayor Pro-tem Linde' Schuster to approve the Award of RFP for Development of Community Economic Improvement Project Utilizing the Existing Kearny School Facility. The motion was seconded by Commissioner Lori Chatterley and carried 4-0 with all voting "aye".

**G. *DELIBERATE AND ACT on Award of RFP for Lease of Convention Center Governmental Liquor License***

City Manager Scott Berry stated an RFP was solicited for leasing the City of Raton Governmental Liquor License with the deadline to submit proposals being January 18, 2023 at 5:00 p.m. The Raton Country Club was the only proposal received and has satisfactorily provided the services at the Raton Convention Center since March 2015. Their proposal was reviewed and considered responsive. The recommendation was to award a lease to the Raton Country Club and enter into a Professional Service Agreement for a period of one year with the option of renewal for 3 additional one-year terms, subject to Commission approval, not to exceed a total of four years. After a brief discussion a motion was made by Commissioner Lori Chatterley to approve the Award for Lease of Convention Center Governmental Liquor License. The motion was seconded by Commissioner Donald Giacomo and carried 4-0 with all voting "aye".

**H. *DELIBERATE AND ACT on Center for Community Progress Proposal***

City Manager Scott Berry stated this proposal from the Center for Community Progress is not for profit, but for land bank strategy. They would travel to Raton and conduct an evaluation of the vacant and dilapidated buildings. The focus of this engagement is to provide an assessment of existing tools available to the City of Raton and to identify opportunities to create new or expand existing policies or tools in order to address vacant, abandoned or deteriorated properties and foster a strong equitable community. After some discussion a motion was made by Commissioner Lori Chatterley to approve the Center for Community Progress Proposal not to exceed the amount of \$25,000 from the general fund. The motion was seconded by Mayor Pro-tem Linde' Schuster and carried 4-0 with all voting "aye".

**I. *DELIBERATE AND ACT on Professional Services Contract Between the City of Raton and Lloyd & Associates for Depot Renovation Project***

City Manager Scott Berry requested postponing Item I. until the February 14<sup>th</sup> meeting. A motion was made by Mayor Pro-tem Linde' Schuster to postpone the Professional Services Contract Between the City of Raton and Lloyd &

**MINUTES OF THE REGULAR RATON CITY COMMISSION**  
**MEETING HELD ON TUESDAY, JANUARY 24, 2023 (Cont.)**

Associates for Depot Renovation Project. The motion was seconded by Commissioner Donald Giacomo and carried 4-0 with all voting "aye".

**J. *DELIBERATE AND ACT on Resolution 2023-03: Approval of 2<sup>nd</sup> Quarter Financial Reports***

City Clerk/Treasurer Michael Anne Antonucci went over the ending cash balances as of December 31, 2022 in the general fund, special revenue fund, capital projects fund, debt service fund, solid waste fund, trust & agency fund, and the landfill trust fund. She noted that the general fund GRT is currently 19.20% above the budget projection which could be attributed to November online sales which may be higher in December due to Christmas sales. Clerk Antonucci also went over the cannabis excise tax, gas tax comparison, and the lodgers' tax comparison. After some discussion a motion was made by Commissioner Donald Giacomo to approve Resolution 2023-03: Approval of 2<sup>nd</sup> Quarter Financial Reports. The motion was seconded by Mayor Pro-tem Linde' Schuster and carried 4-0 with all voting "aye".

**K. *DELIBERATE AND ACT on Resolution 2023-04: Budget Adjustment #8 FY23***

City Clerk/Treasurer Michael Anne Antonucci went over the budget adjustment requests in the general fund, Police Department line items. A motion was made by Commissioner Lori Chatterley to approve Resolution 2023-04: Budget Adjustment #8 FY23. The motion was seconded by Commissioner Donald Giacomo and carried 4-0 with all voting "aye".

**L. *CITY MANAGER REPORT***

- City Manager Berry reported the 2023 Regular Legislative Session began on January 17<sup>th</sup> for a 60 day term with the NM Municipal League Bulletin tracking bills worth supporting and bills not favored.
- City Manager Berry reported on January 17<sup>th</sup>, he and Mayor Segotta met with Representatives Jack Chatfield and Joseph Sanchez as well as Senator Pete Campos to discuss the City of Raton's capital outlay requests. He also met with NM Municipal League Executive Director AJ Forte and discussed the City of Raton's needs.
- City Manager Berry reported on January 24<sup>th</sup> he attended the Senate Finance Committee meeting via zoom where a hearing was conducted on the status of capital outlay funding provided to local Government that has not progressed satisfactorily.
- City Manager Berry reported he received notification from the Deputy Assistant Secretary for Economic Development HUD appropriation in the amount of \$3,000,000 in the FY23 Omnibus Bill for the Kearny School Film Facility Project. HUD will issue the grant agreement and other documentation to the City of Raton within 30 days.
- City Manager Berry reported the 2022 Legislative Appropriations awarded in the amount of \$1,100,000 for the Kearny School Project will be submitted to the City of Raton with a bonds available memo within 30 days.

**MINUTES OF THE REGULAR RATON CITY COMMISSION**  
**MEETING HELD ON TUESDAY, JANUARY 24, 2023 (Cont.)**

- City Manager Berry reported there will be a Public Meeting January 25<sup>th</sup> at 6:00 p.m. in the City Commission Chambers for the proposed Sugarite Avenue Reconstruction Project.
- City Manager Berry reported the final inspection of the construction of the Greenhouse Project was on January 23<sup>rd</sup> and the final acceptance is anticipated within the next 10 days.

**VIII. ADJOURNMENT:**

The meeting adjourned at 7:14 p.m.

**CITY OF RATON**

  
James Neil Segotta Jr., Mayor

**ATTEST:**  
  
Michael Anne Antonucci, City Clerk