MINUTES OF THE REGULAR RATON CITY COMMISSION MEETING HELD ON TUESDAY, APRIL 14, 2020 AT 6 PM

I. CALL TO ORDER:

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

II. ROLL CALL/ATTENDANCE:

Answering roll call was: Mayor James Neil Segotta, Jr. and the following who were present via conference call: Mayor Pro-tem Linde' Schuster and Commissioners: Lori Chatterley, Ron Chavez and Don Giacomo. Also present were City Manager Scott Berry and Clerk/Treasurer Michael Anne Antonucci and 2 visitors. Economic Development Director Jessica Barfield also joined the meeting via conference call. Visitors were allowed to come in the Commission Chambers one person at a time and all persons in attendance maintained a 6-foot social distance to comply with the COVID-19 restrictions and to ensure public safety.

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

- **Next Regular Commission Meeting Tuesday, April 28, 2020 at 6 p.m.**
- **Proclamation: National Public Safety Telecommunicators Week** – Mayor Segotta read and presented the proclamation to Dispatch Supervisor Apryll Lopez.

IV. COMMENTS FROM THE GENERAL PUBLIC:

Pat Walsh, a concerned resident, was present and addressed the Commission regarding a petition they have been circulating with regards to the pit bull that recently attacked a local woman who was seriously injured. According to Ms. Walsh the action requested is for the existing animal laws to be enforced, the offenders cited and be held accountable by the court. She also stated that the City needs to have two (2) animal control officers and that officials should recognize that this creates bad publicity for Raton. City Manager Berry stated that he and the Police Chief recently met with Ms. Walsh to discuss their concerns. He also noted that no one believes that anyone is above the law and that the City has worked hard with the Humane Society to adopt a stricter ordinance. He also stated that this was an unfortunate circumstance and that the City wants to work to correct irresponsible pet owners. Mayor Segotta stated that he is very upset by what happened and that he is also a dog lover. He noted that the City is trying to provide the best services possible with the resources they have but it is difficult to hire additional animal control officers when the police department is currently short 4 officers. Commissioner Chavez stated that the City is working on addressing the problem with the new ordinance.

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

A. *Approval of March 24, 2020 Regular Commission Meeting Minutes*

A motion was made by Commissioner Chatterley to approve the March 24, 2020 Regular Commission Meeting Minutes. The motion was seconded by Commissioner Giacomo and carried 5-0 with a roll call vote of "yes" from each Commissioner.

B. *Deliberate and Act on Resolution 2020-20: Declaring a Health Emergency for the City of Raton.*

City Manager Berry introduced the proposed resolution and noted that such action was being recommended by the New Mexico Municipal League so that the City could seek available State and Federal resources. He also reported that there have been no confirmed COVID-19 cases in Raton but has still been greatly affected as a result of business and school closures. A motion was made by Commissioner Chatterley to approve Resolution 2020-20: Declaring a Health Emergency for the City of Raton. The motion was seconded by Commissioner Chavez and carried 5-0 with a roll call vote of "yes" from each Commissioner.

C. *Deliberate and Act on City of Raton Emergency Micro Loan Program Guidelines and Application:*

City Manager Berry reported that the City Commission previously approved an allocation of $20,000 and a resolution to proceed with creating a Micro Loan Program for local businesses affected by the COVID-19 crisis. Economic Development Director Jessica Barfield was present via conference call and explained that she has been working to provide information to local businesses and recently did a Zoom meeting with INBANK and 78 businesses from the region that participated. She also reported that as of today, $2.5 million in SBA Loans were awarded in Colfax County with $1.8 million of that total staying in Raton and that 290 local jobs were saved as a result. She also gave a brief overview of the Paycheck Protection Program (PPP) which requires that funds be spent in 8 weeks and stipulates that 75% of the loan be spent on employees and 25% that can help with utilities, mortgages and rent. Ms. Barfield stated that some small businesses in Raton still need help to survive until they can open again. She noted that the Micro Loan Program will be available first come first serve, capped at $2,500 and will have a 6-month deferment period before payments are due. The interest rate will be 1% and the repayment period 24 months thus keeping the monthly payments low. The program is available to Raton businesses only. She then gave a brief overview of the guidelines, application and expected expenditure worksheet. City Manager Berry stated that he is asking the Commission to adopt the micro loan documents and authorize an application review committee consisting of the City Manager, Economic Development Director and City Treasurer. A motion was made by Mayor Pro-tem Schuster to approve the City of Raton Emergency Micro Loan Program Guidelines and Application and to authorize the committee to review and approve the applications. The motion was seconded by Commissioner Giacomo and carried 5-0 with a roll call vote of "yes" from each Commissioner.

D. ***Deliberate and Act on Resolution 2020-21: Recognizing 911 Telecommunicators of the Raton Police Department as First Responders and the Critical Infrastructure of Public Safety Framework.***

City Manager Berry introduced the resolution and then turned over to Dispatch Supervisor Apryll Lopez who discussed the departments current classification as clerical staff and noted that the 911 Saves Act is seeking to change their classification to First Responders and asked for City Commission support in recognizing the dispatchers as First Responders. She also noted that Texas and several other states have already reclassified their dispatchers. City Manager Berry stated that dispatchers are highly trained personnel and work in a high stress environment. Mayor Segotta stated that they are definitely First Responders. A motion was made by Commissioner Chavez to approve Resolution 2020-21: Recognizing 911 Telecommunicators of the Raton Police Department as First Responders and the Critical Infrastructure of Public Safety Framework. The motion was seconded Mayor Pro-tem Schuster and carried 5-0 with a roll call vote of "yes" from each Commissioner.

E. ***Deliberate and Act on Addendum to Memorandum of Understanding between the City of Raton and the Center for Community Innovation to allow Sublease of Visitor Center Office Space.***

City Manager Berry introduced the addendum and discussed the former MOU with the Raton Chamber for management of the Visitor Center. He then thanked the Chamber and the volunteers for doing a great job. City Manager Berry reported that Economic Development Director Jessica Barfield has an office at the Visitor Center and that part of her job duties will be to oversee the operations of the VIC which will now be handled by the Center for Community Innovation with the assistance of Caleb, Penny Sue and the volunteers under the terms of the new Memorandum of Understanding that was approved at the last meeting. He noted that action to approve a separate MOU to allow office space for GrowRaton at the VIC was tabled and that the suggestion was to have a master agreement with the Center for Community Innovation but to do an addendum to that agreement to allow them to sublease space to other non-profits. A motion was made by Commissioner Chatterley to approve the Addendum to the Memorandum of Understanding Between the City of Raton and the Center for Community Innovation to allow Sublease of Visitor Center Office Space. The was motion seconded by Commissioner Giacomo and carried 5-0 with a roll call vote of "yes" from each Commissioner.

F. ***Deliberate and Act on Resolution 2020-22: FY2020 U.S. Department of Transportation – Better Utilizing Investments to Leverage Development (BUILD) Transportation Discretionary Grant Program for Funding for Railroad Infrastructure Investment Project Application.***

City Manager Berry introduced the resolution and explained that BUILD replaced the TIGER program. He further explained that the program is a successful local grass roots effort that has leveraged over $94 million for improvements to segments of BNSF Railroad on which Amtrak's Southwest Chief operates. He also noted that the City of Raton pledged support last year, but that application was turned down and that the City of Trinidad would be

applying again this year. The City of Raton match will be $12,500 and payable only if the grant is awarded. A motion was made by Commissioner Chatterley to approve Resolution 2020-22: FY2020 U.S. Department of Transportation – Better Utilizing Investments to Leverage Development (BUILD) Transportation Discretionary Grant Program for Funding of Railroad Infrastructure Investment Project Application. The motion was seconded by Mayor Pro-tem Schuster and carried 5-0 with a roll call vote of "yes" from each Commissioner.

G. ***Deliberate and Act on Resolution 2020-23: Budget Adjustment #11 FY20***

City Clerk/Treasurer Antonucci reviewed the budget adjustment and noted that it included line item adjustments and a temporary transfer from the General Fund to the Capital Projects Fund to cover the depot engineering expenses pending reimbursement from the FHWA grant. A motion was made by Commissioner Giacomo to approve Resolution 2020-23: Budget Adjustment #11 FY20. The motion was seconded by Mayor Pro-tem Schuster and carried 5-0 with a roll call vote of "yes" from each Commissioner.

H. ***Discussion on City of Raton FY2021 Interim Budget***

City Manager Berry referred to a memo received from the Department of Finance and Administration recognizing the need to temporarily adjust and amend the budget approval process and guidelines as a result of the COVID-19 public health emergency. City Manager Berry stated that municipalities will not have the data needed to adequately forecast revenues and that DFA will allow for the submission of the approved FY 2020 budget as the FY2021 budget in order to meet the June 1st submission deadline. He further noted that GRT is the City's primary revenue source and that there will be lots of unknowns as a result of the closure of local businesses during the COVID-19 crisis. He also noted that the City of Raton has built up a General Fund surplus which can cover short term shortfalls and that unfortunately the City won't see the effects for 2-3 months. Mayor Segotta stated that he is concerned and noted that the NM Municipal League is recommending a 9-24% decrease in Gross Receipts and that the City will need to be as conservative as possible. There is also great concern with the price of oil which could impact projects previously authorized during the legislative session. Commissioner Chavez stated that he is also concerned and suggested that the City take baby steps and wait and see. City Manager Berry then turned the discussion over to Clerk Treasurer Antonucci who discussed the timeline for submitting an Interim Budget.

VI. ***City Manager's Report.***

City Manager Berry stated that Federal stimulus checks are being sent out and that this will help cover most citizens mortgages and utilities. He also encouraged everyone to support our local businesses and to help clean up town. City Manager Berry sadly reported that next Tuesday will be Dan Campbell's last day and that he will retire after 29 years with Raton Water Works. City Manager Berry stated that Mr. Campbell's contribution is hard to put into words and that he will be greatly missed.

Commissioner Chatterley expressed her gratitude to everyone during the COVID-19 crisis and Mayor Segotta encouraged everyone to support our local businesses.

ADJOURNMENT: The meeting adjourned at 7:08 p.m.

ATTEST:

Michael Anne Antonucci, City Clerk

CITY OF RATON

James Neil Segotta Jr, Mayor