



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

I. CALL TO ORDER:

Mayor 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, Mayor Pro-tem Linde' Schuster, Commissioners: Lori Chatterley, Ron Chavez and Don Giacomo. Also present were City Manager Scott Berry, Clerk/Treasurer Michael Anne Antonucci, Public Works Director Jason Phillips, Deputy Clerk Desire'e Trujillo and approximately 2 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:

- Next Regular Commission Meeting will be held on July 28, 2020 at 6 p.m.

V. COMMENTS FROM THE GENERAL PUBLIC:

None

VI. COMMITTEE REPORTS FROM COMMISSIONERS:

Mayor Pro-tem Linde' Schuster reported the Center for Community Innovation located at the Visitors Center is closed until further notice.

Mayor Neil Segotta reported the NMML Policy Committee met on 7/14/2020 and had 147 in attendance. In which they ranked 11 Resolutions.

VII. 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 the June 23, 2020 Regular Commission Meeting minutes

Motion was made to approve the June 23, 2020 Regular Commission Meeting Minutes with a few grammatical amendments by Commissioner Lori Chatterley. The motion was seconded by Commissioner Don Giacomo and carried 5-0 with all voting "aye".

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B. *Presentation of Colfax County Affordable Housing Plan by Monica Abeita, Executive Director of North Central NM Economic Development District.*

City Manager Berry spoke on a plan to enable specific contributions for affordable housing under the states Affordable Housing Acts and Rules. Mr. Berry stated the funding for the operation is from the MFA Grant. City Manager Berry stated Colfax County is the lead agency on this plan although it is a multi jurisdictional plan. He stated Monica Abeita, the Executive Director of North Central NM Economic Development District and her staff have been working on this plan. Monica Abeita was present by phone conference. Mrs. Abeita stated Colfax County has already adopted the plan, in which she states the municipalities adopting the plan will make it a more efficient process. Mrs. Abeita stated the need for about 100 developed new units due to the 30% low income families living in Colfax County. She also spoke of revamping old homes, transitional housing and senior housing. Mrs. Abeita is wanting to get a survey together to be more successful at pin pointing the exact needs of the community. No action was taken.

C. *Deliberate and Act on Resolution 2020-47: Adoption of Colfax County Affordable Housing Plan.*

City Manager Scott Berry stated he tried to coordinate with the economic development plan and comprehensive plan. He further noted that workforce development is the challenging element including the housing needs. Mr. Berry also stated he is looking forward to working with Monica Abeita and her teams expertise on additional goals to accomplish in our area. A motion was made by Mayor Pro-tem Linde' Schuster to approve Resolution 2020-47: Adoption of Colfax County Affordable Housing Plan. The motion was seconded by Commissioner Ronald Chavez and carried 5-0 with all voting "aye".

D. *Public Hearing: Infrastructure Capital Improvement Plan (ICIP) FY 2022-2026*

City Manager Scott Berry spoke of the many Items on the ICIP that are all of importance to the City of Raton. Mr. Berry stated the Raton Police Department is in need of 7 or 8 new vehicles and says that after they are purchased he is wanting to replace a couple vehicles a year which will in return reduce costs in the general fund. City Manager Berry also mentioned the City ambulances being in need of defibrillators & other equipment. Mr. Berry also addressed the need for drainage and street improvements and also made mention of the City's need for more bear proof dumpsters. City Manager Berry attended a zoom meeting with the Outdoor Recreation Task Force, Axie Navas, Outdoor Recreation Division and Kristi Tafoya, Director of NM State Parks looking at the trail development plan. Commissioner Lori Chatterley, who is active on the Outdoor Recreation Taskforce, stated the Sugarite Canyon Superintendent says the greater need is to connect the City of Raton with Sugarite Canyon. City Manager Berry encourages anyone and

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everyone to get involved and give their input for the betterment of our town. He stated anyone who can't make the public hearings to mail, e-mail or call in any suggestions or input they may have.

E. *Public Hearing: FY2021 City of Raton Budget*

City Clerk/Treasurer Michael Anne Antonucci stated the FY2021 deadline is July 31st & she is still currently working on it. Clerk/Treasurer Antonucci stated she may need to have a special commission meeting next week to finalize balances and for the closing out of the 4th quarter. Mrs. Antonucci stated she will contact the City commission to make sure they will all be available to meet. She also stated she is still working with the department heads on the personnel schedules and that she still has not received the GRT Report. City Manager Scott Berry stated due to the process being different this year we should revisit after the 1st quarter. No further discussion took place.

F. *Deliberate and Act on FY2021 Lodgers Tax Non-promotional Fund Proposals:*

City Manager Scott Berry stated the Lodgers' Tax Fund looks good for now but is lacking confidence in the revenue. City Manager Berry spoke of the restoration work still being done at the Shuler Theater. Mr. Berry made mention of the ceiling, bar assembly and also the flooring still being worked on and he is pleased with the progress and anticipates completion in the near future. City Manager Berry also made mention of the Convention Center also needing essential work such as boiler replacement, lack of circulation in gym and piping needing replacing. Mr. Berry stated we are already committing a substantial amount of accrued funds and is predicting a 50% decline in Lodgers' Tax Revenue and is wanting to revisit this after the first quarter to see where it is at. City Treasurer Michael Anne Antonucci stated the Lodgers' Tax Revenue declined due to Covid-19 in the months of March, April and May almost \$31,000. Mrs. Antonucci stated we still have not received Lodgers' Tax for the month of June but if the decline continues the amount declined will then be \$50,000. City Treasurer Michael Anne Antonucci stated as of today the amount of monies in the Interim Budget for the Lodgers' Tax Non-Promo Fund is \$232,311 and is anticipating spending close to \$200,000 of that in the first quarter just on the Convention Center, Shuler Theater, property insurance, and the elevator maintenance which is then due. City Treasurer Antonucci stated we will be starting the first quarter with very little in reserve. Mrs. Antonucci stated she is estimating the Lodgers' Tax Revenue to come in at \$310,000 which is quite lower than the \$400,000 received the last few years. Raton Arts Council's President, Terry Baca presented his request for the 2020-21 fiscal year of \$1,500 a month for a total of \$18,000 for the year from the non-promotional Lodgers' Tax Fund. Mr. Baca stated he is aware of the funds being low but is concerned about being able to keep the Executive Director, Brenda Ferri without the Lodgers' Tax help. Mr. Baca provided a detailed listing of expenditures they pay on average monthly and stated he appreciates any help the City can offer. The Raton Museum's President, Kathy McQueary presented her request for the 2020-21 fiscal year of \$15,000. Mrs. McQueary stated she knows this is an unusual year and that she lowered her request from the amount requested last year. Mrs. McQueary

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provided a detailed listing of the numerous events the Raton Museum puts on and also takes part in. A motion was made by Commissioner Donald Giacomo to approve 50% of the Raton Arts Council & the Raton Museum's proposals and to revisit the budget after the 1st quarter for the other half to be contingent upon approval by commission. The motion was seconded by Mayor Pro-tem Linde' Schuster and carried 5-0 with all voting "aye".

G. Deliberate and Act on Resolution 2020-48: Acceptance of New Mexico Department of Transportation Cooperative Agreement Control No. L400501 and Pledge of Matching Funds.

City Manager Berry stated we have received part of the funding for Kearny Avenue but the amount is not adequate for the work needing to done so he is wanting to transfer the funds to a different project. Mr. Berry would like to commit to a revised scope of work and move the \$58,893 to a crack sealing of asphalt pavement. Of the \$58,893, 75% (\$44,170) is the New Mexico Department of Transportation's share and the City's share is the remaining 25% (\$14,723) funded from the Gas Tax Revenues. City Manager Berry proposed to crush and stockpile City owned asphalt millings to use as the aggregate source for future chip sealing operations. City Manager Berry states the City has about 15 thousand cubic yards of asphalt millings that can be recycled and crushed down and used for chip sealing for an estimated 5 years to come. Mr. Berry states the 5th Street Project is about to start however at this point we are hauling from about a 2 1/2 hour distance which adds about 10 additional days time to the process. City Manager Berry recommends approval of this stating we would then have it ready and available here and he feels it would solve a major part of the City's chip sealing needs. Mayor Segotta asked about the cost of the Kearny project in which Mr. Berry stated it would be anywhere upwards of \$200,000. Mayor Segotta also questioned if this meant the City would then be purchasing it's own chip sealing equipment. City Manager Berry stated the discussion has been had internally and he thinks that we can find some used equipment fairly economical. A motion was made by Commissioner Lori Chatterley to approve Resolution 2020-48: Acceptance of New Mexico Department of Transportation Cooperative Agreement Control No. L400501 and Pledge of Matching Funds. The motion was seconded by Commissioner Donald Giacomo and carried 5-0 with all voting "aye".

H. Deliberate and Act on Bid Award for Crack Sealing Pavement Preservation Project

City Manager Berry expressed to the Commission the importance of the Crack Sealing Pavement Preservation Project due to the deadline to spend the funds being December 31, 2020. Mr. Berry also expressed his concern on the moisture getting in the cracks and causing more cracks. City Manager Berry stated there were 4 bids received and recommended awarding the bid request to the low bidder J.R. Striping Inc. at \$47,900 + GRT totaling \$51,975.48. The motion was made by Mayor Pro-tem Linde' Schuster to award the Crack Sealing Pavement Preservation Project to J.R. Striping Inc. The motion was seconded by Commissioner Ronald Chavez and carried 5-0 with all voting "aye".

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I. *Deliberate and Act on Bid Award for Raton Convention Center, Mechanical Renovations.*

Public Works Director, Jason Phillips stated the boiler system in the Convention Center had leaks and failed. Mr. Phillips stated that it is now needing a new plan which requires 2 boilers in order to be sufficient. He recommended awarding the bid to Mosark, LLC who was the low bidder of two received at \$116,990 + GRT totaling \$126,943.86. The motion was made by Commissioner Ronald Chavez to award the bid for the Raton Convention Center, Mechanical Renovations to Mosark, LLC. The motion was seconded by Mayor Pro-tem Linde' Schuster and carried 4-0 with a vote of "aye". Commissioner Lori Chatterley abstained.

J. *Deliberate and Act on Bid Award for Aquatic Center Mechanical System Replacement Project*

City Manager Scott Berry stated there are a number of issues at the Aquatic Center stemming from the design and construction. Mr. Berry stated we are looking at replacing valves, pipes, walls etc. He also stated there is erosion in the toilet stalls, elements in the mechanical room and showers. City Manager Berry stated in the soliciting of bids the City received one bid which a public bid opening was held on July 7, 2020. The one bid received was Mosark LLC. in the amount of \$55,000 who Mr. Berry recommends. City Manager Berry stated there is not much demand on the Aquatic Center in the fall at which time we can close the facility (October 1st) to complete the work needing to be done by the end of the year. A motion was made by Commissioner Donald Giacomo to award the Aquatic Center Mechanical Systems Replacement Project to Mosark LLC. The motion was seconded by Mayor Pro-tem Linde' Schuster and carried 4-0 with a vote of "aye". Commissioner Lori Chatterley abstained.

K. *Deliberate and Act on Contract between the City of Raton and Envision IT Services for Raton Fire and Emergency Services*

City Clerk/Treasurer Michael Anne Antonucci stated the contract which covered the City of Raton, Raton Water Works and Raton Public Service which was approved at the June 23, 2020 meeting also had this agreement attached but was not put on agenda as item of approval so is now being brought to Commission for a formal approval. Mrs. Antonucci stated the contract covers the workstations, servers and the datto backup services. The monthly fee of the contracted amount being \$1,332.26. A motion was made by Commissioner Lori Chatterley to approve the Contract between the City of Raton and Envision IT Services for Raton Fire and Emergency Services. The motion was seconded by Commissioner Donald Giacomo and carried 5-0 with a vote of "aye".

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L. *Deliberate and Act on Dispatch Agreement between the City of Raton and Colfax County*

City Manager Scott Berry stated we look at call volume when considering the amount to charge. Mr. Berry stated there have been no changes and this is just a renewal of the existing agreement. A motion was made by Mayor Pro-tem Linde' Schuster to approve the Dispatch Agreement between the City of Raton and Colfax County. The motion was seconded by Commissioner Lori Chatterley and carried 5-0 with all voting "aye".

M. *Report to the City Commission on Certification and Completion of the Destruction of Approved Municipal Court Records*

City Clerk/Treasurer Michael Anne Antonucci reminded the Commission of Resolution 2019-59 approved in November, 2019 authorizing the Municipal Court to clear out records eligible for destruction. The Court Clerk provided a listing of everything worked on in the last six months. Mrs. Antonucci stated she and the Court Clerk executed a certificate of destruction and a copy will be placed in the minute book. No action was taken.

N. *City Manager's Report*

- City Manager Berry reported the Filter Plant Project is complete and wants to schedule a time for Commission to look at new construction.
- City Manager Berry reported the Hospital Drive Lift Station is complete.
- City Manager Berry reported the Solid Waste Convenience Center is under construction. He stated the foundation concrete pouring begins tomorrow (July 15th) and the estimated completion is March 1st if not sooner.
- City Manager Berry reported that the Great Blocks Project additional phase is done and is now starting the final phase which is moving rapidly.
- City Manager Berry reported that the ceiling and flooring is the final construction to be done on the Shuler Theatre but will go into more detail at a later date.
- Mayor Neil Segotta asked City Manager Berry about cameras for the Police Force in regards to the Senate Bill 8 passed during Special Session for Police Cameras and Storage of Recordings. Mr. Berry stated he is looking at the present IT for lapel cameras.

VIII. ADJOURNMENT:

The meeting adjourned at 8:08 p.m.

CITY OF RATON


James Neil Segotta Jr., Mayor

ATTEST:

Michael Anne Antonucci, City Clerk