



**MINUTES OF THE REGULAR RATON CITY COMMISSION  
MEETING HELD ON TUESDAY, FEBRUARY 8, 2022 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, Mayor Pro-tem Linde' Schuster. Commissioners: Ronald Chavez, Donald Giacomo and Lori Chatterley. Also present were City Manager Scott Berry, Deputy Clerk Desire'e Trujillo, Clerk/Treasurer Michael Anne Antonucci and 7 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 February 21, 2022 in Observance of President's Day
- Next Regular Commission Meeting Tuesday, February 22, 2022 at 6:00 p.m.

**V. ITEMS FROM CITIZENS PRESENT: None.**

**VI. 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 Minutes for Regular Meeting held on January 25 , 2022***

A motion was made by Commissioner Lori Chatterley to approve the Minutes for the Regular Meeting held on January 25, 2022. The motion was seconded by Mayor Pro-tem Linde' Schuster and carried 5-0 with all voting "aye".

***B. REPORT TO COMMISSION on Visitor Information Center by The Center for Community Innovation***

City Manager Scott Berry stated that Caleb Bradley the Visitor Center's Activities Coordinator was present to provide an update on the activities and the visitor analytics at the Center. Mr. Bradley reported the Center is open 7 days a week from 9:30 a.m. – 4:30 p.m. and that they are currently undergoing a soft remodel under the direction of Community Facilities Manager, Jolene

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Greene. He stated one of the goals at the center is to host small events and that the few that they have held he felt were a success. He also stated that he felt the 2021 visitor sign in analytics have improved in comparison to 2019, which is a better comparison than 2020 due to having to close at certain periods in time due to COVID. There are currently 11 volunteers, with 6 more returning this spring, and an attempt at recruiting more volunteers is soon to be underway. Anita Flores with GrowRaton was present and expressed her appreciation to the City for allowing them to have an office space at the Visitor's center and stated it has been great for networking opportunities. Mayor Segotta pointed out that per the signed MOU the Commission is supposed to receive quarterly reports, which has not happened for the past year. Mr. Bradley stated he would make sure that happens going forward. There was no action taken.

***C. DELIBERATE AND ACT on Public Celebration Permits for Blü Dragonfly Brewing for Events at the Shuler Theater on February 25, 2022 and March 3, 2022***

City Manager Scott Berry stated that there are two separate event permits. The February 25<sup>th</sup> event is Cowboy Comedian, William Lee Martin from 5:00 p.m. – 10:30 p.m. The Los Lobos is March 3<sup>rd</sup> from 5:00 p.m. – 10:30 p.m. which has been canceled twice due to COVID restrictions and has been highly anticipated. A motion was made by Commissioner Ronald Chavez to approve the Public Celebration Permits for Blü Dragonfly Brewing for Events at the Shuler Theater on February 25, 2022 and March 3, 2022. The motion was seconded by Mayor Pro-tem Linde' Schuster and carried 5-0 with all voting "aye".

***D. DELIBERATE AND ACT on Award of RFP and Contract for Airport Engineering Services at Raton Municipal Airport***

City Manager Scott Berry stated the engineering service contract is required every four years by the Federal Aviation Administration and the State. The City of Raton advertised a request for proposals in the Albuquerque Journal, Huerfano World Journal, and on the City of Raton website for solicitation of Airport Engineering Services. The deadline to submit proposals was 5:00 p.m. on February 2, 2022. Two proposals were received and evaluated by a selection committee with a total of 200 possible points. Based on the evaluation scores the recommendation of award was Molzen Corbin. A motion was made by Mayor Pro-tem Linde' Schuster to approve the Award of RFP Contract for Airport Engineering Services at the Raton Municipal Airport. The motion was seconded by Commissioner Donald Giacomo and carried 5-0 with all voting "aye".

***E. DELIBERATE AND ACT on Bid Award for Street and Maintenance Contract***

City Manager Scott Berry stated sealed bids were solicited for Street and Infrastructure Maintenance which is an annual contract for the City of Raton to have in place for minor concrete projects. He noted the contract is also for

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the 50/50 homeowners cost sharing for sidewalk and gutters. A public bid opening was held on February 2, 2022 at 2:00 p.m. with one bid submitted. It was recommended to award the bid to Archuleta Construction, LLC for the bid amount of \$74,639 plus NMGRT for a total of \$80,989.51. A motion was made by Mayor Pro-tem Linde' Schuster to approve the Bid Award for Street and Maintenance Contract. The motion was seconded by Commissioner Lori Chatterley and carried 5-0 with all voting "aye".

**F. *DELIBERATE AND ACT on American Rescue Plan Act (ARPA) Grant to Public Libraries Agreement for FY2022***

City Manager Scott Berry stated this grant is federal funding given to the NM State Library which awarded the Arthur Johnson Memorial Library \$17,828 for specific improvements and activities. He noted that this grant is very good for the library. A motion was made by Commissioner Lori Chatterley to approve the American Rescue Plan Act (ARPA) Grant to Public Libraries Agreement for FY2022. The motion was seconded by Commissioner Donald Giacomo and carried 5-0 with all voting "aye".

**G. *DELIBERATE AND ACT on Appeal to City Commission on Vacant Building Determination for Property Located at 201 Galisteo Avenue***

City Manager Scott Berry gave an overview of Vacant Building Ordinance 1012 that was adopted on April 27, 2021 in order to address the large number of problems within the City with vacant buildings. He also noted that the City has identified over 400 vacant buildings thus far. Robert & Janis Powledge are the property owners of the commercial property located at 201 Galisteo. Mr. & Mrs. Powledge provided information that they felt excluded their hobby building from being deemed vacant. After a very informative discussion Commissioner Lori Chatterley made a motion to postpone taking any action on the Appeal for the Vacant Building Determination for the Property Located at 201 Galisteo Avenue until the March 8<sup>th</sup> Commission meeting so the Commission will have some time to further assess the appeal. The motion was seconded by Commissioner Donald Giacomo and carried 5-0 with all voting "aye".

**H. *DELIBERATE AND ACT on Appeal to City Commission on Vacant Building Determination for Property Located at 324 South 11<sup>th</sup> Avenue***

City Manager Scott Berry went over some of the elements the City staff takes into consideration when locating vacant buildings. He noted some of the key elements are physical evidence at the property in question, as well as the total utility consumption over a certain period of time. Carlos Urioste and Bill Pichardo are two of the three owners of the residential property located at 324 South 11<sup>th</sup> Avenue. Mr. Urioste & Mr. Pichardo provided some details on the occupancy as well as the general use of the property. After a very informative discussion about the day-to-day use of the property and the long-term utility consumption, Commissioner Ronald Chavez made a motion to postpone taking any action on the appeal for the Vacant Building Determination for the Property Located at 324 South 11<sup>th</sup> Avenue until the March 8<sup>th</sup> Commission meeting so the Commission will have some time to further assess the appeal. The motion was seconded by Commissioner Lori Chatterley and carried 5-0 with all voting "aye".

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**I. *DELIBERATE AND ACT on Agreement Between the City of Raton and Department of Finance and Administration for Capital Appropriation to Purchase Ladder Truck***

City Manager Scott Berry stated this grant agreement for capital outlay in the amount of \$1,100,000 was awarded to the City of Raton in 2021 which was discussed at the last Commission meeting. He also stated the grant doesn't cover the entire cost of the ladder truck and the remaining amount will be financed through New Mexico Finance Authority and repaid from the Fire Fund. City Manager Berry stated that if the Commission approves the purchase the City of Raton would then have to request a Notice of Obligation from DFA and issue a purchase order to the vendor. The approximate lead time to build the truck will then be 12-18 months. City Manager Berry noted it is very important the City move quickly through this process. A motion was made by Mayor Pro-tem Linde' Schuster to approve the Agreement Between the City of Raton and Department of Finance and Administration for Capital Appropriation to Purchase Ladder Truck. The motion was seconded by Commissioner Lori Chatterley and carried 5-0 with all voting "aye".

**J. *DELIBERATE AND ACT on Resolution 2022-7: Budget Adjustment #7 FY22***

City Clerk/Treasurer Michael Anne Antonucci went over the budget adjustments with the Commission. The adjustments were in the special revenue fund to budget for the funds awarded to the City of Raton for the American Rescue Plan Act Grant awarded to Public Libraries for FY2022, capital projects to budget for the Cimarron Pump Station Upgrade Project, debt service fund to create a new debt service fund and line items for the Cimarron Pump System Upgrade Project Loan that closed January 28, 2022 and the trust and agency fund to create a new line item for the transfer of funds from Supplemental Gross Receipts for monthly tax and revenue loan intercepts for New Mexico Finance Authority Loan payment. With no questions from the Commission a motion was made by Mayor Pro-tem Linde' Schuster to approve Resolution 2022-07: Budget Adjustment #7 FY22. The motion was seconded by Commissioner Lori Chatterley and carried 5-0 with all voting "aye".

**K. *CITY MANAGER REPORT***

- City Manager Berry reported the NM Legislative Session will come to an end on February 17<sup>th</sup> with a couple items of concern that would probably make it to next year's 60-day session that should be discussed.
- City Manager Berry reported Representation for the City of Raton has changed in the House of representatives. Representative Roger Montoya represents the west half of the City of Raton (District 40) and Representative Jack Chatfield the east half (District 67).
- City Manager Berry reported there has been good conversation with Representatives and Senator Pete Campos in regard to Capital Outlay which

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he is expecting to receive some information on the City's requests by the end of the week.

- City Manager Berry reported the City staff is currently working on some potential funding available from the NMDOT and will have some additional information in future meetings.
- City Manager Berry reported there are a lot of infrastructure projects that are in the works. He is anticipating having a comprehensive plan ready to present to the Commission in March.
- Commissioner Chatterley reported Municipal Day went great and that Mayor Tim Keller invited anyone wanting to discuss crime prevention to contact him.
- Mayor Neil Segotta reported meeting with the Mayors Caucus where there was a lot of concern expressed about proposals to put a five-year moratorium on local government enactment of GRT increments which would remove decision making authority from local elected officials and severely limit cities' ability to address revenue concerns.

**VII. ADJOURNMENT:**

The meeting adjourned at 7:27 p.m.

**CITY OF RATON**

**ATTEST:**

  
Michael Anne Antonucci, City Clerk

  
James Neil Segotta Jr., Mayor