



**AGENDA
CITY COUNCIL MEETING
October 28, 2025**

Meeting Information

To watch the live stream of the meeting or watch the recording later:

Facebook – <https://www.facebook.com/cityofcraig/>

6:30 pm ~ Council Meeting

Please note that action (including final action) may be taken on any or all of the following items:

Pledge of Allegiance

The Mission of the City of Craig is providing exceptional service, enhancing quality of life and preserving our cultural values while investing for the future.

Roll Call

Call to Order

1. Consent Agenda

Note: The Consent Agenda consists of proposed actions on business matters which are considered routine and for which approval is based on previously approved City policy or practice. The Consent Agenda will be approved by a single motion to “Approve the Consent Agenda” and Council Members will vote without debate. Council Members may move to remove a Consent Agenda matter for any reason and request that it be managed separately for discussion and consideration. Matters removed from the Consent Agenda will be placed on the agenda as an item of “Other Business” for discussion and consideration.

- A.** Approval of minutes from October 14, 2025, regular council meeting.
- B.** Approval of bills through October 23, 2025, in the amount of \$486,676.93.
- C.** Award of Bid to Sanity Solutions, Inc. in the amount of \$19,688.28 for the Network Storage Refresh.

2. Agenda

- A. Approval of the agenda for October 28, 2025, regular council meeting.

3. Presentations-

- A. Jennifer Riley, Chief Executive Officer, Memorial Regional Health (MRH) to give an update on Memorial Regional Health and to extend an invitation to the MRH's 75th Anniversary Celebration.

4. City Manager Report

5. Council Reports

- A. Disclosure of Potential Conflicts of Interest regarding Agenda Items.

6. Public Comment

*Note: Regular City Council meeting agendas and council packets are posted on the City's website to keep City residents informed of City Council actions and deliberations that affect the community. Public Comment time is set aside for citizens to address the City Council on matters within the jurisdiction of the city. **Each speaker is allocated three (3) minutes to speak. Speakers may not cede their time to another speaker.** The City Council can only act on matters that are on the agenda but may place matters brought to their attention at this meeting on a future agenda for consideration. If you have documents to present to the City Council, please provide a minimum of eight (8) copies. **In an effort to allow for a response to the comment, City employees will prepare responses to public comments provided to the City Clerk at least 24 hours prior to the scheduled meeting. You can submit your comments in writing or email. Please submit comments no later than close of business the day before the scheduled meeting addressed to City Clerk at the following email address; kcarmody@ci.craig.co.us or drop your written comments at the front business office window to be delivered to the Clerk's office. Please make sure that your name, address, and phone number are included with the comment submitted.***

7. Public Hearing

- A. City Clerk Katie Carmody to present for Public Hearing Ordinance No. 1169 (2025) ~ An Ordinance of the City of Craig, Colorado, amending Local Liquor Licensing Fees to reflect the Colorado Department of Revenue Liquor Enforcement Division Fee Schedule, and Declaring an Effective Date Retroactive to the date permitted by state law.
- B. City Clerk Katie Carmody to present for Public Hearing Ordinance No. 1170 (2025) ~ An Ordinance of the City of Craig, Colorado Amending Section 5.10 – Alcohol Beverages to reference the Appropriate State Statutes and to Include Transfer of Ownership Hearing Procedures.

8. Other Business

- A. City Clerk Katie Carmody to present for discussion and approval (**Second Reading**) Ordinance No. 1169 (2025) ~ An Ordinance of the City of Craig,

Colorado, amending Local Liquor Licensing Fees to reflect the Colorado Department of Revenue Liquor Enforcement Division Fee Schedule, and Declaring an Effective Date Retroactive to the date permitted by state law

- B. City Clerk Katie Carmody to present for discussion and approval (**Second Reading**) Ordinance No. 1170 (2025) ~ An Ordinance of the City of Craig, Colorado Amending Section 5.10 – Alcohol Beverages to reference the Appropriate State Statutes and to Include Transfer of Ownership Hearing Procedures.
- C. Finance Director Mindy Elliott to present for discussion and approval (**Introduction and First Reading**) Ordinance No. 1171 (2025) ~ an ordinance adopting the 2026 Budget and setting appropriations for the revenues and expenditures, and making and fixing the amount of property tax levies, for the City of Craig, Colorado for and during the period beginning the first day of January, 2026 and ending the thirty-first day of December 2026.
- D. Finance Director Mindy Elliott to present for discussion and approval (**Introduction and First Reading**) Ordinance No. 1172 (2025) ~ an ordinance amending section 13.16.010 of the Craig Municipal Code to increase the Wastewater rates fees to provide sufficient revenues to maintain the balance of Wastewater Enterprise Funds.
- E. Finance Director Mindy Elliott to present for discussion and approval (**Introduction and First Reading**) Ordinance No. 1173 (2025) ~ an ordinance amending Sections 8.04.250 of the Craig Municipal Code to increase the Refuse Collection Fee Rates to provide sufficient revenues to maintain the balance of the Solid Waste Enterprise Fund.
- F. Finance Director Mindy Elliott to present for discussion and approval Resolution No. 34 (2025) ~ A Resolution of the City of Craig, Colorado to continue the base rate reduction program, determine the cap on the number of participants and to determine the percentage of the reduction.
- G. Water and Wastewater Director Carl Ray to present for discussion and approval of the Award of Bid for the Allis Chalmers Influent Wastewater Pump Refurbishment to Brimhall Industrial in the amount of \$45,238.28.
- H. Finance Director Mindy Elliott to present for discussion and approval Resolution No. 35 (2025) ~ A Resolution to appropriate funds for the Allis Chalmers Influent Wastewater Pump Refurbishment in the amount of \$10,238.28.
- I. Water and Wastewater Director Carl Ray to present for discussion and approval Sole Sourcing of the 10th & Legion Pump Station Pump to Flowserve and the Spare Lift Station Pump to Xylem, Inc.

J. Public Works Director Danny Paul to present for discussion and approval Resolution No. 36 (2025) ~ Purchasing Procurement Policy.

K. City Attorney Heather Cannon to present for discussion and approval the 2026 Sublease for the Moffat County Public Safety Center.

9. Discussions

A. Council discussion and requests for future agenda items.

10. Staff Reports

A. Finance Director Mindy Elliott to present the Financial Report for September 2025.

B. Water and Wastewater Director Carl Ray to present the Water and Wastewater Reports for July through September 2025.

11. Executive Session

A. Executive Session ~ Executive session to discuss 1) the City Attorney's Annual Review, 2) the City Manager's Annual Review, 3) and a discussion of the City Manager's departure, severance package, and succession plan, under 24-6-401(e) (negotiation strategy regarding No. 3 above), and 24-26-401(f) (personnel matters regarding Nos. 1-2 above).

12. Other Business

A. Action for City Council to approve the negotiated offer and authorize the Mayor to execute the personnel agreement, consistent with the terms discussed in Executive Session regarding item number 3).

13. Closing Remarks and Informational Items

14. Adjourn