



**COUNCIL MEETING
MARCH 11, 2025
MINUTES**

Interim Mayor Andrea Camp brought to order at 6:30 p.m. the first regular meeting of the Craig City Council for the month of March 2025. In addition to Interim Mayor Camp, those present were Councilmembers Michelle Gottschall, Jesse Jackson, Randy Looper, and Luke Tucker. Staff present were City Manager Peter Brixius, City Attorney Heather Cannon, Finance Director Mindy Elliott, City Clerk Katie Carmody, GIS/Technology Tech John Meinhart, and Water and Wastewater Director Carl Ray.

All participated in the Pledge of Allegiance.

City Clerk Katie Carmody took councilmember roll call. Those present were Interim Mayor Andrea Camp and Councilmembers Michelle Gottschall, Jesse Jackson, Randy Looper, and Luke Tucker.

Council Looper moved with a second by Councilman Jackson to excuse the absences of Mayor Chris Nichols and Councilman Derek Duran. Ayes: 5. Nays: 0. Motion carried.

Councilman Looper moved with a second by Councilman Tucker to approve the Consent Agenda as presented which included the approval of the minutes from the regular council meeting on February 25, 2025, the approval of the minutes from the special council meeting on February 26, 2025, the approval of bills through March 6, 2025 in the amount of \$381,964.17, the approval of EDAC's recommendation to appoint Deborah Fitch to fill the member-at-large position until September 2025 on the Economic Development Advisory Committee, and the approval of EDAC's recommendation to appoint Edy George to serve a 2-year term as an alternate on the Economic Development Advisory Committee beginning March 17, 2025. Ayes: 5. Nays: 0. Motion carried.

Councilman Looper moved with a second by Councilman Jackson to amend the March 11, 2025, agenda to remove the following item from the agenda: Item 10A the Police report and to add the following item to the agenda: Item 8G action to consider and approve a Letter of Support for the U.S. Department of Transportation's Rural and Tribal Assistance Pilot Program grant in the amount of \$700,000 for the purpose of Master Planning for commuter rail stations from Oak Creek to Craig. Item 10A was removed from the agenda due to illness and will be presented during the regular council meeting on March 25, 2025. Item 8G was added to the agenda due to the deadline for submission of the Letter of Support. Ayes: 5. Nays: 0. Motion carried.

Councilwoman Gottschall moved with a second by Councilman Jackson to approve the March 11, 2025, agenda as amended. Ayes: 5. Nays: 0. Motion carried.

There were no presentations scheduled.

City Manager Peter Brixius updated the group on current and future meetings and projects. Robin Schepper joined via ZOOM to discuss a City Council retreat.

City Councilmembers discussed various meetings and events in which they participated in or will participate in soon.

The floor was now open for public comment.

Ken Morgan gave a public comment.

Being no further public comment, Interim Mayor Camp closed the Regular Session and moved into Public Hearing at 7:00 p.m.

Public Hearing regarding Ordinance No. 1163 (2025) ~ a supplemental appropriation ordinance to carryover budgeted 2024 projects of commitments not accomplished in 2024 into the 2025 budget.

Finance Director Mindy Elliott gave an overview of the ordinance.

Being no public comment, the Public Hearing for Ordinance No. 1163 (2025) was closed, and the Public Hearing for Ordinance No. 1164 (2025) was opened at 7:02 p.m.

Public Hearing regarding Ordinance No. 1164 (2024) ~ an ordinance of the City Council for the City of Craig, Colorado amending a portion of Chapter 3.16 of the Craig Municipal Code concerning sales tax to change reporting period threshold amounts.

Finance Director Mindy Elliott gave an overview of the ordinance.

Being no public comment, the Public Hearing for Ordinance No. 1164 (2025) was closed, and Interim Mayor Camp returned to Regular Session at 7:03 p.m.

Water and Wastewater Director Carl Ray presented for approval the Award of Bid for the Raw Water Control Valve to Anson Excavating and Pipe in the amount of \$239,700.00. After further discussion Councilman Looper moved with a second by Councilman Jackson to approve the Award of Bid for the Raw Water Control Valve to Anson Excavating and Pipe in the amount of \$239,700.00. Ayes: 5. Nays: 0. Motion carried.

Interim Mayor Camp read the (Second Reading) Ordinance No. 1163 (2025) ~ a supplemental appropriation ordinance to carryover budgeted 2024 projects or commitments not accomplished in 2024 into the 2025 budget. Councilwoman Gottschall moved with a second by Councilman Tucker to approve the (Second Reading) of Ordinance No. 1163 (2025) ~ a supplemental appropriation ordinance to carryover budgeted 2024 projects or commitments not accomplished in 2024 into the 2025 budget. Ayes: 5. Nays: 0. Motion carried.

Interim Mayor Camp read the (Second Reading) Ordinance No. 1164 (2025) ~ an ordinance of the City Council for the City of Craig, Colorado amending a portion of Chapter 3.16 of the Craig Municipal Code concerning sales tax to change reporting period threshold amounts. Councilman Jackson moved with a second by Councilman Looper to approve the (Second Reading) of Ordinance No. 1164 (2025) ~ an ordinance of the City Council for the City of Craig, Colorado amending a portion of Chapter 3.16 of the Craig Municipal Code concerning sales tax to change reporting period threshold amounts. Ayes: 5. Nays: 0. Motion carried.

City Attorney Heather Cannon presented for approval the Craig-Moffat Airport Intergovernmental Agreement. After further discussion Councilman Jackson moved with a second by Councilman

Tucker to approve the Craig-Moffat Airport Intergovernmental Agreement. Ayes: 5. Nays: 0. Motion carried.

Interim Mayor Camp read the (Introduction and First Reading) Ordinance No. 1165 (2025) ~ an ordinance of the City Council for the City of Craig, Colorado amending section 2.12.320 to the Craig Municipal Code concerning the collection of unpaid municipal court fines and costs. After further discussion Councilman Tucker moved with a second by Councilman Looper to approve the (Introduction and First Reading) Ordinance No. 1165 (2025) ~ an ordinance of the City Council for the City of Craig, Colorado amending section 2.12.320 to the Craig Municipal Code concerning the collection of unpaid municipal court fines and costs. Ayes: 5. Nays: 0. Motion carried.

City Manager Peter Brixius presented for approval the purchase of SRT – Special Response Team Tactical Plate Carries from Point Blank Enterprise in the amount of \$19,232.00. After further discussion Councilman Looper moved with a second by Councilwoman Gottschall to approve the purchase of SRT – Special Response Team Tactical Plate Carries from Point Blank Enterprise in the amount of \$19,232.00. Ayes: 5. Nays: 0. Motion carried.

Presented for consideration and approval a Letter of Support for the U.S. Department of Transportation's Rural and Tribal Assistance Pilot Program grant in the amount of \$700,000 for the purpose of Master planning for commuter rail stations from Oak Creek to Craig. Grant has no match and Routt County would be the grant administrator. After further discussion Councilwoman Gottschall moved with a second by Councilman Jackson to approve the Letter of Support for the U.S. Department of Transportation's Rural and Tribal Assistance Pilot Program grant in the amount of \$700,000 for the purpose of Master planning for commuter rail stations from Oak Creek to Craig. Ayes: 5. Nays: 0. Motion carried.

No Staff reports were given.

Being no further business, Councilman Tucker moved with a second by Councilman Looper to adjourn the March 11, 2025, meeting at 7:31 p.m. Ayes: 5. Nays: 0. Motion carried.