



**COUNCIL MEETING
MARCH 25, 2025
MINUTES**

Mayor Chris Nichols brought to order at 6:30 p.m. the second regular meeting of the Craig City Council for the month of March 2025. In addition to Mayor Nichols, those present were Councilmembers Derek Duran, Jesse Jackson, Randy Looper, Andrea Camp and Luke Tucker. Staff present were City Manager Peter Brixius, City Attorney Heather Cannon, Police Chief Michael Cochran, Finance Director Mindy Elliott, City Clerk Katie Carmody, GIS/Technology Tech John Meinhart, Water and Wastewater Director Carl Ray, Building Official Marlin Eckhoff, Parks and Recreation Director Ryan Dennison, and Economic Development Manager Shannon Scott.

All participated in the Pledge of Allegiance.

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

Councilman Jackson moved with a second by Councilwoman Camp to excuse the absence of Councilwoman Michelle Gottschall. Ayes: 6. Nays: 0. Motion carried.

Councilman Looper moved with a second by Councilman Duran to approve the Consent Agenda as presented which included the approval of the minutes from the regular council meeting on March 11, 2025 and the approval of bills through March 20, 2025 in the amount of \$586,540.83. Ayes: 6. Nays: 0. Motion carried.

Councilman Looper moved with a second by Councilman Duran to amend the March 25, 2025, agenda to remove the following item from the agenda: Item 3C the Presentation of the Yampa Valley Regional Transportation Authority by Bill Ray. Item 3C was removed from the agenda as the presentation will be given as part of Item 7A Public Hearing for the Yampa Valley Regional Transportation Authority. Ayes: 6. Nays: 0. Motion carried.

Police Chief Michael Cochran presented Lifesaving awards to Officer Nate Baker and Officer Wacie Laabs.

Matt Solomon presented the Northwest Colorado Energy Initiative (NCEI) update.

Ashley Dishman presented information and updates for the Northwest Colorado Small Business Development Center (SBDC).

City Manager Peter Brixius updated the group on current and future meetings and projects.

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.

No public comment was given.

Being no public comment, Mayor Nichols closed the Regular Session and moved into Public Hearing at 7:11 p.m.

Bill Ray introduced the Yampa Valley Regional Transportation Authority and provided a presentation.

Being no public comment, the Public Hearing for the Yampa Valley Regional Transportation Authority was closed, and the Public Hearing for Ordinance No. 1165 (2025) was opened at 7:38 p.m.

Public Hearing regarding 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.

City Attorney Heather Cannon gave an overview of the ordinance.

Being no public comment, the Public Hearing for Ordinance No. 1165 (2025) was closed, and the Public Hearing for the minor subdivision labeled Country Club Heights Minor Subdivision Filing No. 1 was opened at 7:46 p.m.

Public Hearing regarding the Damon Hill request of a minor subdivision labeled Country Club Heights Minor Subdivision Filing No. 1, which will separate an existing 27,517 sq ft lot into two separate lots at the intersection of East 7th Street and Country Club Dr.

Building Official Marlin Eckhoff gave an overview of the Damon Hill request of a minor subdivision labeled Country Club Heights Minor Subdivision Filing No. 1.

Being no public comment, the Public Hearing for the minor subdivision labeled Country Club Heights Minor Subdivision Filing No. 1 was closed, and Mayor Nichols returned to Regular Session at 7:48 p.m.

Mayor Nichols read the (Second 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 Looper moved with a second by Councilman Jackson to approve 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: 6. Nays: 0. Motion carried.

Parks and Recreation Director Ryan Dennison presented for discussion and approval Resolution No. 3 (2025) ~ A Resolution to appropriate funds between the General Fund – Parks and Recreation – to Pool for Craig Sports Complex Phases 1 and 2. After further discussion Councilman Duran moved with a second by Councilman Tucker to approve Resolution No. 3 (2025) ~ A Resolution to appropriate funds between the General Fund – Parks and Recreation – to Pool for Craig Sports Complex Phases 1 and 2. Ayes: 6. Nays: 0. Motion carried.

Water and Wastewater Director Carl Ray presented for discussion and approval of a Change Order for the Raw Water Control Valve Project in the amount of \$27,500.00. After further discussion Councilwoman Camp moved with a second by Councilman Looper to approve the Change Order

for the Raw Water Control Valve Project in the amount of \$27,500.00. Ayes: 6. Nays: 0. Motion carried.

Water and Wastewater Director Carl Ray presented for discussion and approval the Award of Bid for the North Clarifier Rehabilitation Project to Coblaco Services, Inc. in the amount of \$162,427.00 for the base bid plus alternate. After further discussion Councilman Looper moved with a second by Councilwoman Camp to approve the Award of Bid for the North Clarifier Rehabilitation Project to Coblaco Services, Inc. in the amount of \$162,427.00 for the base bid plus alternate. Ayes: 6. Nays: 0. Motion carried.

Building Official Marlin Eckhoff presented for discussion and approval of the request from Craig Cedar Mtn MHP dba Cedar Mtn Village Manufactured Home Park of a Site Plan for Parcel "A" of the Cedar Mountain Mobile Park Plat to expand the park by 14 spaces. After further discussion Councilman Looper moved with a second by Councilman Jackson to approve the request from Craig Cedar Mtn MHP dba Cedar Mtn Village Manufactured Home Park of a Site Plan for Parcel "A" of the Cedar Mountain Mobile Park Plat to expand the park by 14 spaces. Councilman Duran abstained from the vote. Ayes: 5. Nays: 0. Motion carried.

Building Official Marlin Eckhoff presented for discussion and approval the Damon Hill request of a minor subdivision labeled Country Club Heights Minor Subdivision Filing No. 1, which will separate an existing 27,517 sq ft lot into two separate lots at the intersection of East 7th Street and Country Club Dr. After further discussion Councilman Duran moved with a second by Councilman Jackson to approve the Damon Hill request of a minor subdivision labeled Country Club Heights Minor Subdivision Filing No. 1, which will separate an existing 27,517 sq ft lot into two separate lots at the intersection of East 7th Street and Country Club Dr. Ayes: 6. Nays: 0. Motion carried.

Parks and Recreation Director Ryan Dennison presented for discussion and approval to change the name of the Craig Dog Park to Don Williams Memorial Dog Park. After further discussion Councilman Duran moved with a second by Councilman Looper to approve to change the name of the Craig Dog Park to Don Williams Memorial Dog Park. Ayes: 6. Nays: 0. Motion carried.

No discussions were scheduled.

Water and Wastewater Director Carl Ray gave the Water and Wastewater reports for February 2025.

Economic Development Manager Shannon Scott gave the Economic Development First Quarter Report for 2025.

Finance Director Mindy Elliott gave the Finance report for January and February 2025.

Police Chief Michael Cochran gave the Police update for February 2025 and the 2024 Annual Report.

Being no further business, Councilman Looper moved with a second by Councilwoman Camp to adjourn the March 25, 2025, meeting at 9:10 p.m. Ayes: 6. Nays: 0. Motion carried.