



**COUNCIL MEETING
JUNE 24, 2025
MINUTES**

Mayor Nichols brought to order at 6:30 p.m. the second regular meeting of the Craig City Council for the month of June 2025. In addition to Mayor Nichols, those present were Councilmembers Michelle Gottschall, Jesse Jackson, Randy Looper, Andrea Camp and Luke Tucker. Staff present were City Manager Peter Brixius, Finance Director Mindy Elliott, GIS/Technology Tech John Meinhart, Public Works Director Danny Paul, Water and Wastewater Director Carl Ray and Parks & Recreation Director Ryan Dennison. City Attorney Heather Cannon joined via Zoom.

All participated in the Pledge of Allegiance.

Finance Director Mindy Elliott took councilmember roll call. Those present were Mayor Nichols, and Councilmembers Michelle Gottschall, Jesse Jackson, Randy Looper, Andrea Camp and Luke Tucker.

Councilman Jackson moved with a second by Councilwoman Camp to excuse Councilman Duran from the meeting. Ayes: 6. 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 June 10, 2025 and the approval of bills through June 19, 2025 in the amount of \$455,818.39. Ayes: 6. Nays: 0. Motion carried.

Councilwoman Camp moved with a second by Councilman Jackson to approve the June 24, 2025, agenda as presented. Ayes: 6. Nays: 0. Motion carried.

Robert McDonald, from OLC, presented information on the Craig Sports Complex Project, introduced his team and partners, provided a summary of scope for the project, recapped community engagement sessions and outlined next steps for the project.

Kevin Kimball, representing The Adams Group, LLC, presented the audited 2024 financials for the City of Craig.

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

City of Craig Public Works Director Danny Paul was introduced to the council and gave a summary of his background.

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.

Alvin Arnaud gave a public comment.

John Newkirk gave a public comment.

Christopher Miles Anore gave a public comment.

Allison Houston gave a public comment.

Maston Houston gave a public comment.

No Public Hearing was scheduled.

City Attorney Heather Cannon presented for discussion and approval Resolution No. 11 (2025) ~ a Resolution for a lease extension for the Yampa Building Master Lease with the Chamber of Commerce until December 31, 2025. Mayor Nichols and Councilman Looper recused themselves and exited the dais due to conflict of interest. After further discussion, Councilwoman Gottschall moved with a second by Councilman Tucker to approve Resolution No. 1 (2025) ~ a Resolution for a lease extension for the Yampa Building Master Lease with the Chamber of Commerce until December 31, 2025. Ayes: 4. Nays: 0. Abstained: 2. Motion carried.

City Attorney Heather Cannon presented for discussion and approval Resolution No. 12 (2025) ~ a Resolution approving the appointment of Donald Steerman as Special Counsel for the City of Craig. After further discussion, Councilman Tucker moved with a second by Councilman Jackson to approve Resolution No. 12 (2025) ~ a Resolution approving the appointment of Donald Steerman as Special Counsel for the City of Craig. Ayes: 6. Nays: 0. Motion carried.

Finance Director Mindy Elliott presented for discussion and approval Resolution No. 13 (2025) ~ a Resolution to amend the City of Craig Money Purchase Plan to become compliant with the Secure Act 2.0 provisions. After further discussion, Councilwoman Camp moved with a second by Councilman Looper to approve Resolution No. 13 (2025) ~ a Resolution to amend the City of Craig Money Purchase Plan to become compliant with the Secure Act 2.0 provisions. Ayes: 6. Nays: 0. Motion carried.

Finance Director Mindy Elliott presented for discussion and approval the acceptance of the 2024 Annual Audit completed by The Adams Group, LLC for the City of Craig. After further discussion Councilman Looper moved with a second by Councilman Jackson to approve the acceptance of the 2024 Annual Audit completed by The Adams Group, LLC for the City of Craig. Ayes: 6. Nays: 0. Motion carried.

Councilmembers requested updates on projects for future agendas and workshops.

Water and Wastewater Director Carl Ray presented the Water and Wastewater Reports for May 2025.

Finance Director Mindy Elliott presented the April 2025 Financials.

Being no further business, Councilman Looper moved with a second by Councilwoman Camp to adjourn the June 24, 2025, meeting at 8:24 p.m. Ayes: 6. Nays: 0. Motion carried.