



**COUNCIL MEETING
NOVEMBER 11, 2025
MINUTES**

Mayor Pro Tempore Duran brought to order at 6:30 p.m. the first regular meeting of the Craig City Council for the month of November 2025. In addition to Mayor Pro Tempore Duran, those present were Councilmembers Michelle Gottschall, Jesse James Jackson, Randy Looper, Andrea Camp, and Luke Tucker. Staff present were City Manager Peter Brixius, City Attorney Heather Cannon, Assistant City Attorney Garry Rhoden, Finance Director Mindy Elliott, City Clerk Katie Carmody, Public Works Director Danny Paul, Police Commander Doug Conrad and GIS/Technology Tech John Meinhart.

All participated in the Pledge of Allegiance.

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

Councilman Jackson moved with a second by Councilman Looper to excuse the absence of Mayor Nichols from the meeting. Ayes: 6. Nays: 0. Motion carried.

Councilwoman Camp moved with a second by Councilman Jackson to approve the Consent Agenda as presented which included the approval of the minutes from the regular council meeting on October 28, 2025, the approval of the minutes from the special council meeting on November 5, 2025, and the approval of bills through November 6, 2025 in the amount of \$951,054.96. Ayes: 6. Nays: 0. Motion carried.

Councilman Looper moved with a second by Councilman Jackson to approve the November 11, 2025, agenda as presented. Ayes: 6. Nays: 0. Motion carried.

There were no presentations scheduled.

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. There were no disclosures of potential conflicts of interest regarding agenda items.

The floor was now open for public comment.

There was no public comment.

There being no public comment, Mayor Pro Tempore Duran closed the Regular Session and moved into Public Hearing at 6:52 p.m.

Finance Director Mindy Elliott presented 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.

There was no public comment.

Finance Director Mindy Elliott presented for discussion and approval 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.

There was no public comment.

Finance Director Mindy Elliott presented for discussion and approval 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.

There was no public comment.

There being no public comment, Mayor Pro Tempore Duran closed the Public Hearing and moved back into Regular Session at 6:57 p.m.

Finance Director Mindy Elliott presented for discussion and approval (**Second 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. Councilwoman Camp moved with a second by Councilman Tucker to approve (**Second 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. Ayes: 6. Nays: 0. Motion carried.

Finance Director Mindy Elliott presented for discussion and approval (**Second 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. Councilman Tucker moved with a second by Councilman Looper to approve (**Second 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. Ayes: 6. Nays: 0. Motion carried.

Finance Director Mindy Elliott presented for discussion and approval (**Second 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. Councilwoman Gottschall moved with a second by Councilman Jackson to approve (**Second 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. Ayes: 6. Nays: 0. Motion carried.

City Attorney Heather Cannon presented for discussion and approval the negotiated offer and authorize the Mayor to execute the personnel agreement for the City Manager. Councilwoman Gottschall moved with a second by Councilwoman Camp to approve the negotiated offer and authorize the Mayor to execute the personnel agreement for the City Manager. Ayes: 6. Nays: 0. Motion carried.

There were discussions related to the Local Marketing District, including taxing rates on local lodging, and a request for a City Council Workshop related to the Craig Sports Complex.

Public Works Director Danny Paul presented the Public Works Report for October 2025.

Police Commander Doug Conrad presented the Police Report for October 2025.

Being no further business, Councilman Looper moved with a second by Councilwoman Gottschall to adjourn the November 11, 2025, meeting at 7:23 p.m. Ayes: 6. Nays: 0. Motion carried.