



**COUNCIL MEETING  
APRIL 23, 2024  
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 April 2024. In addition to Mayor Nichols, those present were Councilmembers Nathan Butler, Derek Duran, Jesse James Jackson, Randy Looper, Andrea Camp and Luke Tucker. Staff present were City Attorney Heather Cannon, Finance Director Mindy Elliott, Interim Finance Director Bruce Nelson, Senior Account Amanda Tomlinson, Water and Wastewater Director Carl Ray, Building Official Marlin Eckhoff, Road & Bridge/Solid Waste Director Shane Baker, Parks and Recreation Director Ryan Dennison, Economic Development Manager Shannon Scott, and Deputy City Clerk Gina Duran.

All participated in the Pledge of Allegiance.

Deputy City Clerk Gina Duran took councilmember roll call. Those present were Councilmembers Nathan Butler, Derek Duran, Jesse James Jackson, Randy Looper, Andrea Camp, Luke Tucker and Mayor Chris Nichols.

Councilman Looper moved with a second by Councilman Duran to approve the Consent Agenda with the following amendment: approval of the minutes from the April 9, 2024, council meeting. Additional items include the approval of the bills through April 19, 2024, in the amount of \$1,315,287.45 and applications from Tom Kleinschnitz to fill a vacancy and Amy Smith to serve as alternate on the Economic Development Advisory Committee until September 2024. Ayes: 7. Nays: 0. Motion carried.

Councilman Duran moved with a second by Councilman Looper to approve the April 23, 2024, agenda with the following amendment: removal of agenda item 8F Resolution No. 10 (2024)~ a resolution for a \$20.00 surcharge to cover municipal charges. Ayes: 7. Nays: 0. Motion carried.

Matt Soloman gave an update regarding the Northwestern Colorado Energy Initiative (NCEI) and introduction for Regional Grant Navigator.

Kandee Dilldine representing the Craig Downtown Business Association updated council and staff on upcoming events scheduled for summer and fall here in Craig.

Kevin Booth representing the Yampa Valley Regional Airport gave an update of the YVRA expansion.

No City Manager report was given.

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

Public Comment was given by Vicki Huyser, Farrah Smilanich, Randy Armstrong, and Jim Haul.

Mayor Nichols closed the Regular Session and moved into Public Hearing.

Public Hearing regarding a Fermented Malt Beverage and Wine Liquor License application from Family Dollar Stores of Colorado dba Family Dollar #33924 located at 750 W. Victory Way, Craig, CO.

Public Comment was given by Vicki Huyser, Todd Smilanich , Randy Armstrong. Rob Hosack and Eva Garretson from Liquor Pros commented via Zoom.

Being no further public comment Mayor Nichols closed Public Hearing and moved back into Regular Session

City Clerk White presented for approval a Fermented Malt Beverage and Wine Liquor License application from Family Dollar Stores of Colorado dba Family Dollar #33924 located at 750 W. Victory Way, Craig, CO. No action or motion was taken by council members.

Road & Bridge/Solid Waste Director Baker presented the (Introduction and First Reading) of Ordinance No. 1151 (2024) ~ an ordinance adopting Rural Zone Fees and updating fees for tires, mattresses, furniture, and appliances. After further discussion, Councilman Camp moved with a second by Councilman Tucker to approve the (Introduction and First Reading) of Ordinance No. 1151 (2024) ~ an ordinance adopting Rural Zone Fees and updating fees for tires, mattresses, furniture, and appliances. Ayes: 7. Nays: 0. Motion carried.

Road & Bridge/Solid Waste Director Baker presented for approval the award of bid from United Companies in the amount of \$314,491.40 for the 2024 Asphalt Overlays. After further discussion, Councilman Looper moved with a second by Councilman Butler to approve the award of bid from United Companies in the amount of \$314,491.40 for the 2024 Asphalt Overlays. Ayes: 7. Nays: 0. Motion carried.

Road & Bridge/Solid Waste Director Baker presented for approval the award of bid from Duran and Pearce Contractors in the amount of \$759,450.22 for Alice Pleasant Park Improvements. Councilman Duran abstained from the discussion and vote. After further discussion, Councilman Looper moved with a second by Councilman Butler to approve the award of bid from Duran and Pearce Contractors in the amount of \$759,450.22 for Alice Pleasant Park Improvements. Ayes: 6. Nays: 0. Motion carried.

Parks and Recreation Director Dennison presented for approval Resolution No. 9 (2024) ~ a resolution appropriating additional funds in the General Fund-Parks and Recreation for advertising and promotion of the Whittle the Wood 2024 Event for \$14,000.00. After further discussion, Councilman Duran moved with a second by Councilman Jackson to approve Resolution No. 9 (2024) ~ a resolution appropriating additional funds in the General Fund-Parks and Recreation for advertising and promotion of the Whittle the Wood 2024 Event for \$14,000.00. Ayes: 7. Nays: 0. Motion carried.

City Manager Elliott presented for approval Resolution No. 11 (2024) ~ a resolution amending and approving a Federal and State Grant Procurement Policy. After further discussion, Councilwoman Camp moved with a second by Councilman Jackson to approve Resolution No. 11 (2024) ~ a resolution amending and approving a Federal and State Grant Procurement Policy. Ayes: 7. Nays: 0. Motion carried.

Building Official Eckhoff presented for approval the Final Replat of Lot 1A of MRH Replat #2 (8th Street). After further discussion, Councilman Duran moved with a second by Councilman Jackson to approve the Final Replat of Lot 1A of MRH Replat #2 (8th Street). Ayes: 7. Nays: 0. Motion carried.

Discussion and action by the Craig City Council to determine whether or not to officially Post for a vote to consider the referral from the Planning and Zoning Commission's meeting of February 19, 2024, regarding the rezoning of the Woodbury Park West site to Residential High Density (RHD) and to consider a replat of the Woodbury Park West site as proposed. P&Z Feb. 19, 2024, provided a vote of 2 Yea and 2 Nay votes for rezoning and 4 Yea and 0 Nay votes for the replat of the Woodbury Park West site. Vote Outcome: A passing vote on this question would compel City Staff to prepare information necessary for Council to vote on rezoning and a replat of the Woodbury Park West site. After further discussion, Councilman Jackson moved with a second by Councilman Looper to direct staff to post for rezoning Woodbury Park West site to Residential High Density (RHD) and to consider a replat of the Woodbury Park West site as proposed. Deputy City Clerk, Gina Duran, polled the City Council. Ayes: 3. Nays: 4. Motion Failed.

Discussion and action by the Craig City Council to direct staff to take steps to prepare for rezoning a portion of the Woodbury Park East site to Residential High Density (RHD). Current zoning is Light Industrial and Residential Medium Density. After further discussion, Councilman Jackson moved with a second by Councilman Looper to direct staff to further explore rezoning a portion of the Woodbury Park East site to Residential High Density (RHD). Deputy City Clerk, Gina Duran, polled the City Council. Ayes: 4. Nays: 3. Motion carried.

Public Comment was given by Vicki Huyser, Randy Armstrong, and Clinton Dunlap.

Road & Bridge/Solid Waste Director Baker gave the department quarterly report.

Finance Director Elliott gave the Finance report for March 2024.

Water and Wastewater Director Ray gave the monthly Water and Wastewater department reports for March 2024.

Councilwoman Camp moved with a second by Councilman Looper to move into Executive Session ~ Executive Session pursuant to C.R. S. § 24-6-402 (4)(f)(l) to discuss personnel matters but specifically to complete the annual review of the City Attorney. Ayes: 7. Nays: 0. Motion carried.

Mayor Nichols moved from Regular Session and into Executive Session

Councilman Duran moved with a second by Councilman Butler to exit the Executive Session and return to regular session. Ayes: 7. Nays: 0. Motion carried.

Mayor Nichols moved from Executive Session back into Regular Session.

Closing Remarks: None

Being no further business, Councilman Looper moved with a second by Councilman Duran to adjourn the meeting. Ayes: 7. Nays: 0. Motion carried.