



Date: Tuesday, January 13, 2026
Time: 9:00 AM
Location: Hearing Room, 1st Floor, 200 West Oak Street, Fort Collins

CONSENT AGENDA

Appointments

1. Recommended Midterm Appointments to the Community Advisory Board

NAMED PARTIES: James Holland and Riyaz Gayasaddin

Submitted By: Sarah Martin, BoCC

DESCRIPTION: Appoint James Holland and Riyaz Gayasaddin to a midterm appointment to the Community Advisory Board beginning January 13, 2026 and ending June 30, 2028.

2. Recommended Midterm Appointment to the Community Advisory Board

NAMED PARTIES: Aida Kobneck

Submitted By: Sarah Martin, BoCC

DESCRIPTION: Appoint Aida Kobneck to a midterm appointment to the Community Advisory Board beginning January 13, 2026 and ending June 30, 2027.

3. Recommended Midterm Appointment to the Riviera Estates Public Improvement District

NAMED PARTIES: Matthew Gustafson

Submitted By: Sarah Martin, BoCC

DESCRIPTION: Appoint Matthew Gustafson to a midterm appointment to the Riviera Estates Public Improvement District beginning January 13, 2026 and ending November 30, 2027.

4. Recommended Reappointment to the Charles Heights Public Improvement District

NAMED PARTIES: Michael Morton

Submitted By: Sarah Martin, BoCC

DESCRIPTION: Reappoint Michael Morton to the Charles Heights PID beginning January 13, 2026 and ending November 30, 2029.

Letters of Support

1. Letter of Support for National Park Services Land Acquisition

SUBJECT MATTER: Request approval of a letter of support for Rocky Mountain Park to acquire land from a willing seller. The Town of Estes also supports this request.

Submitted By: Laurie Kadrich, Assistant County Manager

DESCRIPTION: The property is located near Rocky Mountain Park headquarters at 2289 Eagle Cliff Road. The Larimer County parcel is 3534201016 (NPS Tract 04-108).

Liquor Licenses

1. Liquor License Renewal – JJ’s Liquor LLC

JJ’s Liquor

LOCATION: Fort Collins, Colorado

NAMED PARTIES: Larimer County and Nicole Kassick

LICENSE TYPE: Retail Liquor Store

REQUEST: Approval & Issuance

2. Liquor License Renewal – HGC Ptarmigan LLC

Ptarmigan Country Club

LOCATION: Fort Collins, Colorado

NAMED PARTIES: Larimer County and Kelsey McHale

LICENSE TYPE: Hotel & Restaurant

REQUEST: Approval & Issuance

3. Special Event Liquor Permit 6% - Polar Bear Run & Plunge

Green Events Inc

LOCATION: Fort Collins, Colorado

NAMED PARTIES: Larimer County and Lisa Sinclair

LICENSE TYPE: Special Event Liquor Permit 6%

REQUEST: Approval & Issuance

4. Liquor License Renewal – Riversong Inc

Riversong Inn Retreat

LOCATION: Estes Park, Colorado

NAMED PARTIES: Larimer County and Carmen Sample

LICENSE TYPE: Bed & Breakfast

REQUEST: Approval & Issuance

Miscellaneous

1. Edits to the 2026 Legislative Agenda

Submitted By: Shane Atkinson, Legislative Coordinator

DESCRIPTION: Approving some minor edits and additions to the online version of the County’s Legislative Agenda, in preparation for the 2026 Legislative Session.

2. 2026 Colorado Counties Incorporated (CCI) Proxy Designation

Submitted By: Shane Atkinson, Legislative Coordinator, Commissioner’s Office

DESCRIPTION: Designates Heather O’Hayre, Human Services Director as the Board of County Commissioner’s proxy for the CCI Health and Human Services Steering Committee, and Shane Atkinson, Legislative Coordinator, as proxy for all other CCI steering Committees for the 2025 Legislative Session.

3. Larimer County Nedrah Acres Public Improvement District No. 77 Advisory Board Bylaws

Submitted By: Katie Beilby, Engineering

DESCRIPTION: Bylaws for the Nedrah Acres Public Improvement District No. 77 that was voted in favor of during the November 4, 2025, election. These are the Public Improvement Districts standard bylaws.

4. Larimer County Thunder Mountain Public Improvement District No. 76 Advisory Board Bylaws

Submitted By: Katie Beilby, Engineering

DESCRIPTION: Bylaws for the Thunder Mountain Public Improvement District No. 76 that was voted in favor of during the November 4, 2025, election. These are the Public Improvement Districts standard bylaws.

Resolutions

1. Updated Resolution to Approve a Fee Schedule for Community Justice Alternatives Relating to the Release of Criminal Justice Records; and Health Information Protected under HIPAA and Substance Use Treatment Regulations

Submitted By: Emily Humphrey, Director-Community Justice Alternatives

DESCRIPTION: Updating the Criminal Justice Records Request Fees

NAMED PARTIES: Larimer County Community Justice Alternatives

Per the Americans with Disabilities Act (ADA), Larimer County will provide a reasonable accommodation to qualified individuals with a disability who need assistance. Services can be arranged with at least seven (7) business days' notice. Please email us at bcc-admin@larimer.org, or call (970) 498-7010 or Relay Colorado 711. "Walk-in" requests for auxiliary aids and services will be honored to the extent possible but may be unavailable if advance notice is not provided.