



Date: Tuesday, September 30, 2025
Time: 9:00 AM
Location: Hearing Room, 1st Floor, 200 West Oak Street, Fort Collins

ADMINISTRATIVE MATTERS AGENDA

Pledge of Allegiance

Public Comment

All who wish to comment must follow the Rules and Procedures for Public Comment as established by the Board of County Commissioners: <https://www.larimer.org/public-comment-rules>

PLEASE NOTE: We are taking public comments via email and phone, in addition to in-person comments. If commenting via email, please send your comment to bcc-admin@larimer.org. **You must register by 4:30pm the Monday before the meeting to participate by phone.** If you wish to be called, please email bcc-admin@larimer.org or call (970) 498-7010 and provide your name, topic for comment and phone number. You will be called at that number when it is your turn.

Approval of Minutes

1. Draft minutes for the week of September 22, 2025

Upcoming Schedule Review

1. Schedule review for the week of October 6, 2025

Consent Agenda

The Consent Agenda consists of items of no perceived controversy and routine administrative actions, such as Abatements, Agreements, Deeds, Final Plats, Liquor Licenses, Resolutions and other matters previously reviewed by the Board of County Commissioners. Staff recommends approval of the Consent Agenda. A Commissioner may request that an item be “pulled” off the agenda and considered separately. Items pulled from the agenda will be considered after the Board takes action on the remainder of the Consent Agenda.

[Please click here for Consent Agenda and related documents](#)

Comments from Commissioners' Guests

Discussion Items

Discussion Items enable the Board of County Commissioners to receive information, conduct deliberations and take necessary actions as directing staff or making official decisions. If a hearing to receive testimony from the public is planned for any discussion item, the agenda will list the item as a hearing.

1. Approval of the Board of Equalization referee recommendations.

Submitted by: Elizabeth Carter and Deirdre O’Niell, Recording Department, Clerk & Recorder’s Office

DESCRIPTION: To review the referees’ recommendations to the Board of County Commissioners convened as the Board of Equalization for the hearings held from September 18, 2025, through September 23, 2025.

2. Adoption of Updated Larimer County Road Naming and Addressing System Resolution

Submitted by: Gregg Turnbull, Information Technology and Christine Day, Information Technology and Larimer County's Addressing Coordinator

DESCRIPTION: This request seeks formal adoption of the updated resolution to ensure consistent, efficient, and safety-focused addressing practices countywide. The current resolution, originally adopted nearly 20 years ago, no longer reflects the operational, technological, and public safety needs of the County. The updated resolution establishes a modern framework for road naming and site addressing, formalizes the role of the County Addressing Coordinator, and introduces clear procedures for address assignment, road name changes, deviation requests, and appeals—all in alignment with emergency service partners and best practices. A work session was held with the Board of County Commissioners first on March 31, 2025, and then again on August 11, 2025, to review the proposed updates to the Road Naming and Addressing System Resolution.

County Manager Update

Update to the Board of County Commissioners regarding administrative matters and other items that do not require in-depth discussion or are for informational purposes only.

Commissioner Activity Reports

The Board of County Commissioners represent the County on various committees and task forces and serve as liaisons to the County's boards and commissions. Commissioners report the activities they have been involved in over the past week.

Legal Matters

None requested

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.