



## MINUTES OF THE BOARD OF COUNTY COMMISSIONERS

MONDAY, SEPTEMBER 29, 2025

### LAND USE HEARING

There was no Land Use Hearing for the week of September 29, 2025.

TUESDAY, SEPTEMBER 30, 2025

### ADMINISTRATIVE MATTERS MEETING

The Board of County Commissioners met at 9:00 a.m. with County Manager Lorenda Volker. Chair Stephens presided. Commissioner Shadduck-McNally and Commissioner Kefalas were present. Also present were Sarah Martin and Tom Clayton, Commissioners' Office, and Dianne Cheney, Deputy Clerk.

Chair Stephens opened the meeting with the Pledge of Allegiance.

1. **PUBLIC COMMENT:** Cindy Buckardt, President of the Larimer County 4-H Foundation, addressed the Board. Ms. Buckardt voiced her disappointment in the decision that prevents the Larimer County 4-H Foundation from using the Larimer County buildings at The Ranch facilities for fundraising.

Chair Stephens closed public comment.

2. **APPROVAL OF THE MINUTES FOR THE WEEK OF SEPTEMBER 22, 2025:**

#### **MOTION:**

Commissioner Shadduck-McNally moved that the Board of County Commissioners approve the minutes for the week of September 22, 2025.

**Motion carried 3-0.**

3. **REVIEW OF THE SCHEDULE FOR THE WEEK OF OCTOBER 6, 2025:** Ms. Martin reviewed the upcoming schedule with the Board. The Board made several additions to the upcoming schedule.

4. **CONSENT AGENDA:**

## ABATEMENTS

1. PETITION FOR ABATEMENT OR REFUND OF TAXES: R1622900 – Wellington Hotels LLC – Tax Year 2024
2. PETITION FOR ABATEMENT OR REFUND OF TAXES: R1673623 – Heather & Gregory Loomis – Tax Year 2024
3. PETITION FOR ABATEMENT OR REFUND OF TAXES: R1673640 – Robert Thomas & Rebeka Rene Barker – Tax Year 2024
4. PETITION FOR ABATEMENT OR REFUND OF TAXES: R1673641 – Saraya Trujillo & Corwin Gardner – Tax Year 2024
5. PETITION FOR ABATEMENT OR REFUND OF TAXES: R1593158 – Chalam & Lakshmi Kashyap – Tax Year 2024
6. PETITION FOR ABATEMENT OR REFUND OF TAXES: R0467235 – Arik Solberg & Michael Coats – Tax Year 2024
7. PETITION FOR ABATEMENT OR REFUND OF TAXES: P8285741 – Billet Tech LLC – Tax Year 2023
8. PETITION FOR ABATEMENT OR REFUND OF TAXES: P8285741 – Billet Tech LLC – Tax Year 2024
9. PETITION FOR ABATEMENT OR REFUND OF TAXES: R0671410 – Carroll J Martin & Tricia Diane Kob – Tax Year 2023
10. PETITION FOR ABATEMENT OR REFUND OF TAXES: R0671410 – Carroll J Martin & Tricia Diane Kob – Tax Year 2024
11. PETITION FOR ABATEMENT OR REFUND OF TAXES: R0229253 – Pointe South Apartments LLC – Tax Year 2024
12. PETITION FOR ABATEMENT OR REFUND OF TAXES: R0467243 – Arik Solberg – Tax Year 2024
13. PETITION FOR ABATEMENT OR REFUND OF TAXES: R0003476 – 1032 Incorporated – Tax Year 2023
14. PETITION FOR ABATEMENT OR REFUND OF TAXES: R0003476 – 1032 Incorporated (Corrected to reflect name on the abatement document) – Tax Year 2024.

## **APPOINTMENTS**

1. **RECOMMENDED REAPPOINTMENT TO THE BERTHOUD COMMUNITY LIBRARY DISTRICT BOARD OF TRUSTEES – Amanda Thorstensen**

## **LIQUOR LICENSES**

1. **LIQUOR LICENSE RENEWAL – KOA COLORADO BEVERAGE COMPANY LLC DBA FORT COLLINS/LAKESIDE KOA – FERMENTED MALT BEVERAGE AND WINE – FORT COLLINS, COLORADO**

## **MISCELLANEOUS**

1. **DECOMMISSIONING BOND**
2. **NOTICE OF LIEN**
3. **NOTICE OF LIEN**
4. **NOTICE OF LIEN**
5. **NOTICE OF LIEN**
6. **NOTICE OF LIEN**
7. **NOTICE OF LIEN**
8. **NOTICE OF LIEN**
9. **NOTICE OF LIEN**
10. **NOTICE OF LIEN**
11. **LARIMER COUNTY COMMUNITY ADVISORY BOARD BYLAWS**
12. **REQUEST TO VACATE THE BOARD OF EQUALIZATION'S DECISION FOR ACCOUNT R1634937**

## **POLICIES**

1. **HUMAN RESOURCE POLICY: BENEFITS**

## **RESOLUTIONS**

1. **RESOLUTION EXTENDING THE DEADLINE FOR HEARING REFEREES ON BEHALF OF THE LARIMER COUNTY BOARD OF EQUALIZATION**

2. **RESOLUTION ESTABLISHING THE COMMUNITY ADVISORY BOARD**

**MOTION**

Commissioner Kefalas moved that Board of County Commissioners approve the Consent Agenda for September 30, 2025.

**Motion carried 3-0.**

5. **COMMISSIONERS' GUESTS:** The Commissioners did not have any guests.

6. **DISCUSSION ITEMS:**

1. **APPROVAL OF THE BOARD OF EQUALIZATION REFEREE RECOMMENDATIONS:**

**MOTION**

Commissioner Shadduck-McNally moved that Board of County Commissioners convene as the Board of Equalization.

**Motion carried 3 – 0.**

Deirdre O'Neill, Operations Coordinator, Clerk & Recorder Recording Department, reviewed 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. Ms. O'Neill shared that during this time frame, there were hearings for 405 accounts including real property, mobile homes, business personal property, oil and gas, severed mineral rights, and possessory interest accounts. There were 281 hearings conducted. Of those, 311 accounts were adjusted. Of the 311 accounts, 154 were stipulated, meaning that the petitioner and the Assessor's Office came to a mutual agreement. A total of 94 accounts were denied. The year-to-date percentage of change is (12.08%). Ms. O'Neill shared some comparison changes from prior years.

The Board thanked staff for the presentation and for the work the team has done facilitating the hearing process.

**MOTION**

Commissioner Kefalas moved that the Board of County Commissioners, convened as the Board of Equalization, approve the recommendations submitted by the Board of Equalization referees for the hearings held September 18, 2025, through September 23, 2025.

**Motion carried 3 – 0.**

## MOTION

Commissioner Kefalas moved that the Board of County Commissioners, convened as the Board of Equalization, adjourn the meeting as the Board of Equalization and reconvene as the Board of County Commissioners.

**Motion carried 3 – 0.**

**2. ADOPTION OF UPDATED LARIMER COUNTY ROAD NAMING AND ADDRESS SYSTEM RESOLUTION:** Gregg Turnbull, Information Technology, and Christine Day, Information Technology and Larimer County's Addressing Coordinator, addressed the Board. Mr. Turnbull shared there have been a number of changes to addressing between 2006 and 2025. The updated resolution improves alignment with current needs, enhances clarity and efficiency, and strengthens ties with public safety. The amended resolution is condensed, better organized and provides better definition of terms used. In addition, specific sections highlight the assigning and changing of road names, road signage, address number assignment and display, and the Request to Deviate and appeals process for residents.

Mr. Turnbull shared a new process outlined in the resolution for property owners who disagree with a proposed road name or address change. The Request to Deviate allows property owners to submit an official form at [larimer.gov/addressing](http://larimer.gov/addressing) when they disagree with a proposed road name or address change. A review process will ensue, including input from various public safety departments, and a decision will be issued in writing based on the purpose of the resolution and public safety input. A Request to Deviate must be filed before an actual appeal can occur. The amended resolution will clarify the addressing deviation process for residents, according to Ms. Day.

The resolution also outlines the appeal process for those property owners that were denied a Request to Deviate. The appeal must be submitted within 30 days of the decision from the Request to Deviate and that appeal will be determined by the Board of County Commissioners at a hearing within 30 days of a valid appeal.

A key piece of the amended resolution is the public safety alignment. Addressing issues can impact emergency response time. Staff worked with various public safety partners to identify areas of concern that could lead to misrouting emergency responders. The amended resolution aligns with the naming and address standards of the Larimer Emergency Telephone Authority (LETA).

The Board expressed their gratitude for all of the hard work done by staff to revise and improve this resolution. The Board announced that this resolution, which centers on public safety and aligns with LETA, will help expedite response time. County Manager Volker noted that despite focusing on public safety, staff empathized with residents during the street name-changing process. The balance of customer service with the emphasis on public safety was appreciated.

## MOTION

Commissioner Shaddock-McNally moved that Board of County Commissioners approve the Fourth Amended Larimer County Road Naming and Site Addressing System Resolution.

**Motion carried 3 – 0.**

7. **COUNTY MANAGER UPDATE:** County Manager Volker briefly detailed the events of the previous week.

8. **COMMISSIONER ACTIVITY REPORTS:** The Board detailed their attendance at events during the previous week.

9. **LEGAL MATTERS:** None requested.

With there being no further business, the Board adjourned at 10:00 a.m.



KRISTIN STEPHENS, CHAIR  
BOARD OF COUNTY COMMISSIONERS

TINA HARRIS  
CLERK & RECORDER

ATTEST:



Dianne Cheney, Deputy Clerk