



Date: Tuesday, December 09, 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 November 24 2025

Upcoming Schedule Review

1. Schedule review for the week of December 15, 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. 2025 APWA Colorado Chapter Award Winner
Submitted by: Ken Cooper and Jennifer Johnson, Facilities
DESCRIPTION: Awarded top project for large structures category
2. Approval of the purchase agreement for the Parrish Ranch Conservation Partnership property, as recommended by the Open Lands Advisory Board at its November 19, 2025, meeting.

Submitted by: Daylan Figgs (Natural Resources), Meegan Flenniken (Natural Resources), Alex Swartz (Engineering/Natural Resources)

DESCRIPTION: As described in the Purchase Agreement, This land acquisition project includes Larimer County's fee purchase of the 83-acre Parrish Ranch Conservation Partnership property. The property is adjacent to the Red-Tail Ridge Open Space and the Arrowhead Red-Tail property acquired by Larimer County in January 2025. The property possesses significant conservation values including wildlife habitats, scenic vistas, buffers to conserved lands, and future public nature-based recreation opportunities.

Initial Review of the project by the Open Lands Advisory Board occurred on September 25, 2025; the Board of County Commissioners' initial review occurred on October 7, 2025. The project received Final Review at the November 19, 2025, meeting of the Open Lands Advisory Board and is recommended to the Board of County Commissioners for final review and approval.

3. Adoption of a resolution establishing an expedited review process for qualified affordable housing developments.

Submitted by: Matt Lafferty, Community Development Department

Larimer County, in 2023, opted into Proposition 123, which created favorable funding opportunities for affordable housing projects in communities that opted into the program. As a participant in Proposition 123, the County agreed to meet the minimum requirements of the program, which included establishing an expedited review process for qualified affordable housing projects. As such, this request is to consider the adoption of an expedited review process for affordable housing projects in Larimer County to establish compliance with Proposition 123. The Community Development Department Reviewed this proposal with the Board of County Commissioners at the CPIR work session on November 3, 2025.

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.

Executive Session

No decision expected

Executive Session pursuant to Colorado Revised Statute 24-6-402(4)(a): Purchase acquisition, lease, transfer or sale of any real or personal property interest.

Submitted by: Daylan Figgs, Natural Resource Director, Meegan Flenniken, Land Conservation, Planning & Resource Division Manager and Justin Core, Senior Land Agent

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.