



Date: Tuesday, September 23, 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 15, 2025

Upcoming Schedule Review

1. Schedule review for the week of September 29, 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. Proclamation Honoring Larimer County Co-Responders and Behavioral Health Crisis Clinicians

Submitted by: Sergeant Robert Cook, Larimer County Sheriff's Office

DESCRIPTION: Proclamation declaring the week of September 14 – September 20, 2025 as Larimer County Co-Responders and Crisis Clinicians week and call upon residents to recognize, honor and give thanks to these professionals for their daily service.

2. Joint Proclamation Designating September 2025 as Suicide Prevention Month in Larimer County

Submitted by: Tom Gonzales, Health & Environment

DESCRIPTION: September is National Suicide Prevention Month, a time to raise awareness about the signs of suicide and how open communication and connection to local resources can save lives. Recognizing the warning signs, finding the words to check in with someone, and knowing where to turn for help are powerful steps we can all take. In Larimer County, community partners are working together toward the goal of zero suicides.

3. 2025 Election Update

Submitted by: Tina Harris, Clerk and Recorder

DESCRIPTION: Clerk Harris will provide the BCC with an update on the 2025 election including updates on the certified ballot, the location change of 2 ballot boxes, information on the election's dashboard, and general process updates.

4. Approval of the Board of Equalization referee recommendations.

Submitted by: Elizabeth Carter, Recording Department, Clerk & Recorder's Office

DESCRIPTION: Clerk Harris to update the Board on BOE process, new online scheduling portal, and review the referees' recommendations to the Board of County Commissioners convened as the Board of Equalization for the hearings held from September 15, 2025, through September 17, 2025.

5. Resolution in Support of the Stewardship, Conservation and Continued Public Ownership of Public Lands in Larimer County

Submitted By: Commissioner Jody Shadduck-McNally

DESCRIPTION: The Larimer County Board of Commissioners strongly supports keeping public lands under federal and state stewardship, emphasizing their importance to Larimer County's economy, environment, and quality of life. It endorses the Bureau of Land Management's Public Lands Rule, which prioritizes conservation alongside other uses. The Board opposes any disposal or transfer of public lands without transparency and public input, urges Congress to protect public land ownership and funding, and calls for well-resourced land management agencies. It also advocates for inclusive collaboration with Tribal Nations, local governments, and the public.

NAMED PARTIES: Larimer County Board of County Commissioners

6. Approval of the acceptance of the Legend Trail Ranch Conservation Easement donation, as recommended by the Open Lands Advisory Board at its August 28, 2025 meeting.

Submitted by: Justin Core (Engineering/Natural Resources), Meegan Flenniken (Natural Resources), Daylan Figgs (Natural Resources)

DESCRIPTION: This project includes Larimer County's acceptance of a donated conservation easement on the 675-acre Legend Trail Ranch located in the Laramie Foothills Priority Conservation Area (Open Lands Master Plan). This project will add protected land to a landscape that is comprised of existing conserved private lands and various public lands. The conservation easement will confer a variety of public benefits by protecting agricultural land, natural wildlife habitat and scenic views of the foothills landscape in northern Larimer County.

Initial Review of the project occurred in July and August 2025, by the Open Lands Advisory Board and the Board of County Commissioners, and on August 28, 2025, the Open Lands Advisory Board gave a Final Review and recommended the Resolution to the Board of County Commissioners for final review and approval. The Resolution Approves the Acceptance of the Conservation Easement and authorizes Justin Core as Land Agent to sign closing documents on behalf of the Board.

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.