



Date: Tuesday, January 12, 2021
Time: 10:00 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. **PLEASE NOTE: Due to the COVID-19 pandemic and limited room capacity, we are taking public comments via email, in addition to in-person comments. If commenting via email, please send your comment to bcc-admin@larimer.org.**

Board Reorganization for 2021

- Appointment of Chair
- Appointment of Chair Pro-tem
- Responsibility for Receiving Problem Solving Request

(Larimer County Resources Policy and Procedure 331.8 affords employees the right to engage in a Problem Solving Process to address dissatisfaction with certain work-related matters over which the employee's Appointing Authority has control, such as corrective actions and work assignments. The County Manager and County Attorney report directly to the Board of County Commissioners. In order for the employees who directly report to the County Manager and County Attorney to have an opportunity to effectively utilize the Problem Solving Process, the Board Chair is appointed as the person responsible for receiving and reviewing any formal Problem Solving Requests filed by these direct reports.)

Approval of Minutes

1. Draft minutes for the week of January 4, 2020

Upcoming Schedule Review

1. Draft schedule for the week of January 18, 2021

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

1. COVID-19 Updates and Decisions

Submitted by: Linda Hoffmann, County Manager

2. Board of County Commissioners Division of Responsibilities

Submitted By: Michelle Bird, Public Affairs Director

DESCRIPTION: The Board of County Commissioners has many varied responsibilities. In order to effectively use their time, the Board finds it necessary to divide duties and responsibilities among the Board members.

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

Executive Session pursuant to C.R.S. 24-6-402(4)(b): Conference with an attorney to receive legal advice on specific legal questions regarding the Ranch Option Agreement - negotiations on Site Plan and Development Agreement

No decision expected

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 bgimeson@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.