



MINUTES OF THE BOARD OF COUNTY COMMISSIONERS

MONDAY, AUGUST 4, 2025

LAND USE HEARING

There was no Land Use Hearing for the week of August 4, 2025.

TUESDAY, AUGUST 5, 2025

ADMINISTRATIVE MATTERS MEETING

The Board of County Commissioners met at 9:00 a.m. with Acting County Manager Lesli Ellis. Chair Stephens presided. Commissioner Shadduck-McNally and Commissioner Kefalas were present. Also present were Sarah Martin and Tom Clayton, Commissioners' Office, and Lindsey Jones, 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 regarding the Foundation's Poultry Memorial Scholarship. Ms. Buckardt did not agree with communication she received from Assistant County Manager Laurie Kadrach about the 4-H Foundation. Ms. Buckardt detailed some of the sources of revenue for the 4-H Foundation and expressed concerns that The Ranch would stop a fundraiser that was planned with the 4-H Foundation as the recipient. Ms. Buckardt did express her relief that the Poultry Memorial Scholarship fundraiser was allowed to take place as planned, but also her frustration at the extra steps that were necessary to allow this to happen.

Chair Stephens closed public comment.

The Board thanked Ms. Buckardt for being present and responded to her comments.

2. **APPROVAL OF THE MINUTES FOR THE WEEK OF JULY 28, 2025:**

MOTION:

Commissioner Kefalas moved that the Board of County Commissioners approve the minutes for the week of July 28, 2025.

Motion carried 3-0.

3. **REVIEW OF THE SCHEDULE FOR THE WEEK OF AUGUST 11, 2025:** Ms. Martin reviewed the upcoming schedule with the Board. The Board made one addition to the upcoming schedule.

4. **CONSENT AGENDA:**

ABATEMENTS

1. **PETITION FOR ABATEMENT OR REFUND OF TAXES: R0068039 – 606 S. Howes LLC-REVISED – Tax Year 2023**
2. **PETITION FOR ABATEMENT OR REFUND OF TAXES: R0075663 – Kulikowski Robert – 1701 W. Mulberry St. – Tax Year 2022**
3. **PETITION FOR ABATEMENT OR REFUND OF TAXES: R1083775 – Francis Revocable Trust – Tax Year 2023**
4. **PETITION FOR ABATEMENT OR REFUND OF TAXES: R0069469 – 613 S Washington LLC – Tax Year 2022**
5. **PETITION FOR ABATEMENT OR REFUND OF TAXES: R1614550 – Morey Kenneth L – Tax Year 2024**
6. **PETITION FOR ABATEMENT OR REFUND OF TAXES: R1614550 – Morey Kenneth L – Tax Year 2023**
7. **PETITION FOR ABATEMENT OR REFUND OF TAXES: R1570927 – Grant Mary Gretchen/Douglas Walter – Tax Year 2023**
8. **PETITION FOR ABATEMENT OR REFUND OF TAXES: R1570927 – Grant Mary Gretchen/Douglas Walter – Tax Year 2024**
9. **PETITION FOR ABATEMENT OR REFUND OF TAXES: R1658605 – Mim Leasing Inc/Mark McDonald – Tax Year 2024**
10. **PETITION FOR ABATEMENT OR REFUND OF TAXES: R0703176 – Raffa Paul L/Cassidee – Tax Year 2023**
11. **PETITION FOR ABATEMENT OR REFUND OF TAXES: R0703176 – Raffa Paul L/Cassidee – Tax Year 2024**
12. **PETITION FOR ABATEMENT OR REFUND OF TAXES: R1352199 – Hagle Dennis W Revocable Trust – Tax Year 2024**

13. PETITION FOR ABATEMENT OR REFUND OF TAXES: R1198009 – Bean Group LLC – Tax Year 2023
14. PETITION FOR ABATEMENT OR REFUND OF TAXES: R1198009 – Bean Group LLC – Tax Year 2024
15. PETITION FOR ABATEMENT OR REFUND OF TAXES: R1629817 – Midpoint Drive Self Storage Owner LP – Tax Year 2023
16. PETITION FOR ABATEMENT OR REFUND OF TAXES: R0068497 – Ritzman Mary Lou C – Tax Year 2023
17. PETITION FOR ABATEMENT OR REFUND OF TAXES: R0068497 – Ritzman Mary Lou C – Tax Year 2024
18. PETITION FOR ABATEMENT OR REFUND OF TAXES: R1604847 – Shireman Suzanne Danielle – Tax Year 2023
19. PETITION FOR ABATEMENT OR REFUND OF TAXES: R1604847 – Shireman Suzanne Danielle – Tax Year 2024
20. PETITION FOR ABATEMENT OR REFUND OF TAXES: R0260070 – Schaal Carl Paul/Pamela Marie – Tax Year 2023
21. PETITION FOR ABATEMENT OR REFUND OF TAXES: R0260070 – Schaal Carl Paul/Pamela Marie – Tax Year 2024
22. PETITION FOR ABATEMENT OR REFUND OF TAXES: R0147222 – Hinton Andy L/Shirley A – Tax Year 2023
23. PETITION FOR ABATEMENT OR REFUND OF TAXES: R0147222 – Hinton Andy L/Shirley A – Tax Year 2024
24. PETITION FOR ABATEMENT OR REFUND OF TAXES: R1607576 – Khadka Kiran B – Tax Year 2024
25. PETITION FOR ABATEMENT OR REFUND OF TAXES: R0147486 – Solitaire Homes East LLC – Tax Year 2023
26. PETITION FOR ABATEMENT OR REFUND OF TAXES: R0147486 – Solitaire Homes East LLC – Tax Year 2024
27. PETITION FOR ABATEMENT OR REFUND OF TAXES: R1083821 – Anderson Troy – Tax Year 2023

28. PETITION FOR ABATEMENT OR REFUND OF TAXES: R1083821 – Anderson Troy – Tax Year 2024
29. PETITION FOR ABATEMENT OR REFUND OF TAXES: R0101257 – Valentine Bronwen – Tax Year 2023
30. PETITION FOR ABATEMENT OR REFUND OF TAXES: R0101257 – Valentine Bronwen – Tax Year 2024
31. PETITION FOR ABATEMENT OR REFUND OF TAXES: R0176672 – 1734 Azalea LLC – Tax Year 2022
32. PETITION FOR ABATEMENT OR REFUND OF TAXES: R0176672 – 1734 Azalea LLC – Tax Year 2023
33. PETITION FOR ABATEMENT OR REFUND OF TAXES: R0075663 – Kulikowski Robert – 1701 W. Mulberry St. – Tax Year 2023

AGREEMENTS

1. COOPERATIVE FOREST ROAD AGREEMENT
2. LEASE AGREEMENT
3. MUNICIPAL LAW ENFORCEMENT SERVICES AGREEMENT BY AND BETWEEN LARIMER COUNTY AND TOWN OF WELLINGTON

APPOINTMENTS

1. RECOMMENDED MIDTERM APPOINTMENT TO THE NAMAQUA HILLS GENERAL IMPROVEMENT DISTRICT – Joe Clark

LIQUOR LICENSES

1. LIQUOR LICENSE RENEWAL – ADHIKARI AND SONS CORPORATION DBA FOUR SEASONS LIQUOR – RETAIL LIQUOR STORE – FORT COLLINS, COLORADO
1. LIQUOR LICENSE RENEWAL – HILL TOP GENERAL STORE & ANTIQUES LLC DBA HILL TOP GENERAL STORE & ANTIQUES LLC – RETAIL LIQUOR STORE – RED FEATHER LAKES, COLORADO

1. **LIQUOR LICENSE NEW ISSUANCE – REGEN FITNESS CLUB LLC DBA RE:GEN FITNESS CLUB – BEER & WINE LICENSE – FORT COLLINS, COLORADO**

RESOLUTIONS

1. **REIMBURSEMENT RESOLUTION**

MOTION

Commissioner Shadduck-McNally moved that the Board of County Commissioners approve the Consent Agenda for August 5, 2025.

Motion carried 3-0.

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

6. **DISCUSSION ITEMS:**

1. PROCLAMATION – LARIMER COUNTY FARMERS MARKET WEEK: Maggie Switzer, Extension Program Coordinator, presented this proclamation announcement for Larimer County Farmers Market Week. Ms. Switzer detailed some of the accomplishments and ongoing projects of the Larimer County Farmers Market. The Market has been a leader in food systems work and food access programming in the community, including accepting Supplemental Nutrition Assistance Program (SNAP) benefits, the Double Up Food Bucks program, and Market Days for Older Adults. Ms. Switzer mentioned the Food Bank for Larimer County's "Veg Out" program, which allows the Food Bank to purchase unsold produce from local farmers, benefitting both the Food Bank and the farmers. Ms. Switzer also highlighted a winter "Farm 2 Local Biz" networking event that allows local restaurants to network with local farmers in an effort to serve more local produce.

The Board expressed their pride in the Larimer County Farmers Market and all of the programs in place to impact the community. The Board thanked Ms. Switzer and CSU Extension for all of their hard work.

The Board asked for clarification on whether the Larimer County Farmers Market is the oldest farmers market in Colorado. Ms. Switzer responded that it is the oldest farmers market in Northern Colorado and one of the oldest in the State. The Board also asked about a recent food tasting event that took place at the Market. Ms. Switzer detailed the July 26, 2025, soil health celebration day at the Market, where a food tasting competition allowed the community to taste produce and milk samples from local sources as compared to samples purchased at Costco. The local food samples overwhelmingly won the blind taste testing competition.

The Board asked how vendors are recruited to sell at the Market, how vendors are prioritized, and whether or not there is a waiting list. Ms. Switzer responded that since the Market is so well-established, recruiting is not a major issue. Vendors can submit applications between January and March each year, and the application period closes when all slots are filled. Returning vendors and

vendors local to Larimer County are given first priority. More information about how vendors are prioritized, as well as the application process for interested vendors, can be found on the CSU Extension website.

The Board asked how the Double Up Food Bucks program works. Ms. Switzer responded that SNAP shoppers with Electronic Benefit Transfer (EBT) cards can double the amount of funds they have to spend up to \$20.00 per week. This extra money can only be spent on fruits, vegetables, mushrooms, and microgreens at the Market. This is a statewide program run by Nourish Colorado, and the Larimer County Farmers Market is an implementer of the program.

Commissioner Kefalas read the Proclamation declaring August 3rd – August 9th, 2025, as Larimer County Farmers Market Week.

The Board wanted to honor Dr. Tony Koski, a Colorado State University Professor who volunteered much of his time over the years, and who recently passed away. The Board also commented on the many ways the Market impacts the community through all of the programs listed by Ms. Switzer, but also as a place for economic growth and social support.

MOTION

Commissioner Kefalas moved that the Board of County Commissioners approve the Proclamation declaring August 3rd – August 9th, 2025, as Larimer County Farmers Market Week.

Motion carried 3-0.

The Board took a brief recess.

The Board returned to session.

2. 2025 STARBURST AWARD TO THE LARIMER COUNTY DEPARTMENT OF NATURAL RESOURCES, PRESENTED BY THE COLORADO LOTTERY: Jenn Almstead, Natural Resources, introduced Adrian Varney, Colorado Lottery; Marilyn Hilgenberg, City of Loveland Open Lands and Trails Manager; and Julia Feder, City of Fort Collins Natural Areas Department. Ms. Almstead shared that in the Fall of 2022, Canyon Edge Open Space was listed for sale on the open market and was at risk of potential development in an area extremely vulnerable to 35-acre and larger subdivisions. Larimer County, in partnership with the City of Fort Collins and the City of Loveland, purchased the open space for \$9 million before it was lost forever. Thanks to the funds from Colorado Lottery, Great Outdoors Colorado (GOCO) awarded a \$1.5 million grant to Larimer County to permanently protect Canyon Edge Open Space. The grant was part of the GOCO Centennial Program, which invests in high value, once in a generation projects that have lasting impacts on the State for future generations.

Adrian Varney, Proceeds Manager for the Colorado Lottery, presented the 2025 Starburst Award to the Larimer County Department of Natural Resources and its partners for excellent use of lottery dollars in the Canyon Edge Open Space acquisition. Ms. Varney gave some background about the Starburst Award program. Each year, hundreds of projects across Colorado use lottery proceeds for parks, open space, recreation, and schools, but less than three percent of participants receive this award. Canyon Edge Open Space earned this award not just because it is a land conservation win,

but also because it is a perfect representation of the Colorado Lottery's core missions. Canyon Edge Open Space could have been lost to development, but it is now protected forever thanks to decisive action from Larimer County, the City of Loveland, and the City of Fort Collins. Soon this land will provide trails, public access, and outdoor learning spaces for all ages and abilities. Projects like this require vision, collaboration, and partnership. Ms. Varney thanked the Board not only as the Colorado Lottery Program Manager, but also as a citizen of Colorado, for making this investment in the community and the State for generations to come.

Ms. Feder thanked the Board and was grateful to have Larimer County as such a great partner for this and all future projects. Ms. Hilgenberg thanked the Colorado Lottery and the ongoing impact lottery dollars make toward funding trails and open spaces in Loveland.

The Board recognized Daylan Figgs, Natural Resources Director; Meegan Flenniken, Natural Resources Land Conservation Program Manager; and Justin Core, Senior Land Agent; who were present in the audience and who contribute greatly to these types of projects.

The Board thanked Ms. Varney for coming out to present this award in person. The Board commented on the personal significance of the area and expressed their gratitude that this viewshed will be protected forever. The Board also shared their appreciation for the ongoing partnerships with the Colorado Lottery, the City of Fort Collins, and the City of Loveland. The Board thanked Staff for their quick and diligent work to ensure that this land was protected.

The Board took a brief recess.

The Board returned to session.

7. **COUNTY MANAGER UPDATE:** There was no County Manager update.

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

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

MOTION

Commissioner Shadduck-McNally moved that the Board of County Commissioners enter into Executive Session pursuant to Colorado Revised Statute 24-6-402(4)(a): Purchase acquisition, lease, transfer or sale of any real or personal property.

Motion carried 3-0.

The Board entered Executive Session.

With there being no further business, the Board adjourned at 10:20 a.m.

THURSDAY, AUGUST 7, 2025

**SPECIAL MEETING TO CONSIDER A RESOLUTION DECLARING FIRE
RESTRICTIONS IN LARIMER COUNTY**

The Board of County Commissioners met at 12:00p.m. with Acting County Manager Lesli Ellis. Chair Stephens presided. Commissioner Shadduck-McNally and Commissioner Kefalas were present. Also present were John Feyen, County Sheriff; Justin Whitesell, Sheriff's Office; William Ressue, County Attorney; and Lindsey Jones, Deputy Clerk.

Chair Stephens opened the meeting.

DISCUSSION ITEMS:

1. EMERGENCY MEETING TO CONSIDER A RESOLUTION DECLARING FIRE RESTRICTIONS IN LARIMER COUNTY: Sheriff Feyen addressed the Board to review and consider the Resolution Declaring Fire Restrictions in Larimer County effective on the date and time the Resolution is approved by the Board through September 2, 2025. Sheriff Feyen shared that the Sheriff's Office has been considering changing the way that Larimer County handles fire restrictions and fire bans based on National Weather Service recommendations. Because conditions can vary greatly at different elevations throughout the County, it does not always make sense to enact the same restrictions at every elevation.

Sheriff Feyen explained the conditions that are considered when deciding when to enact fire restrictions and noted that more information would be provided about these scientific markers during the Tuesday, August 12, 2025, Administrative Matters meeting. As conditions throughout Larimer County are becoming hotter, drier, and windier, and as many residents have expressed concerns about increasing fire danger, the Sheriff's Office and Emergency Services thought it best to enact fire restrictions immediately above 6,000 feet rather than waiting until the upcoming meeting.

Sheriff Feyen requested that the Board enact specific fire restrictions to only allow contained open fires and gas or liquid fueled fires in those areas of Larimer County above 6,000 feet. Combustible devices, uncontained open fires, use of fireworks, and public fireworks displays would all be prohibited above 6,000 feet. These restrictions would remain in effect until September 2, 2025, or until fire restrictions are revoked by the Board. Expanding the restrictions to lower elevations will also be considered at the August 12, 2025, meeting.

The Board asked for clarification about what types of fires would be banned. The Board also asked about outdoor welding. Sheriff Feyen responded that welding is considered an uncontained open fire, so this would be prohibited under the Resolution.

The Board asked about elevation zones and fire danger indices, and questioned why all three elevation zones in the County are not included in these restrictions. Sheriff Feyen responded with some of the considerations that go into the decision, including available fire management resources,

temperature, and wind conditions. These indices will be reevaluated leading up to the August 12, 2025, meeting, and more areas can be included at that time.

The Board asked how the public will be informed of these restrictions. Sheriff Feyen responded that social media and news releases will be the primary communication methods. Variable messaging boards will also be utilized wherever possible.

The Board asked if Poudre Fire Authority could post notice of the fire restrictions on their electronic sign. The Board also asked about other signage throughout the County that could be utilized to share this information with the public. Sheriff Feyen responded that the Sheriff's Office is able to commandeer resources such as public signage in certain emergencies, but this situation is not one of those types of emergencies, so someone would need to ask the Road and Bridge Department directly about utilizing electronic signage on county roads. Acting County Manager Lesli Ellis agreed to speak with the Road and Bridge Department to see if the signage could be used.

MOTION

Commissioner Shadduck-McNally moved that the Board of County Commissioners approve the Resolution Declaring Fire Restrictions in Larimer County.

Motion carried 3-0.

Justin Whitesell commented to specify that these restrictions will go into effect August 7, 2025, at 1:00p.m.

With there being no further business, the Board adjourned at 12:25p.m.

Justin Stephens

**KRISTIN STEPHENS, CHAIR
BOARD OF COUNTY COMMISSIONERS**

**TINA HARRIS
CLERK & RECORDER**

ATTEST:

Lindsey Jones

Lindsey Jones, Deputy Clerk

