



Date: Tuesday, September 14, 2021
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. If commenting by phone, you must register in advance. 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. We will call you for your comment.

Approval of Minutes

1. Draft minutes for the week of September 6, 2021

Upcoming Schedule Review

1. Draft schedule for the week of September 20 - 25, 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. Approval of Adjustment in Natural Resources User Fees and Addition of a New Fee

Submitted By: Daylan Figgs, Natural Resources Director

DESCRIPTION: As discussed at the 9/3/21 work session and at the 9/14/21 Admin Matters, Natural Resources is seeking Board approval on proposed user fee adjustments in addition to adding a new fee at Devil's Backbone Open Space south trailhead.

3. Small Business Development Center Update and Funding Request

Submitted by: Jacob Castillo, Economic and Workforce Development

DESCRIPTION: The Larimer Small Business Development Center is a key partner with Larimer County Economic and Workforce Development Department. The SBDC provides critical business support and training to new start-up companies and existing firms throughout Larimer County.

4. Small Business Week Proclamation

Submitted by: Jacob Castillo, Economic and Workforce Development

DESCRIPTION: Approve and present a Proclamation declaring September 12 through September 18, 2021 as "National Small Business Week" in Larimer County and recognize and thank the network of professionals who support small businesses in Larimer County.

5. Proclamation honoring healthcare workers supporting our community

Submitted by: Commissioner Jody Shadduck-McNally

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.