



MINUTES OF THE BOARD OF COUNTY COMMISSIONERS

MONDAY, OCTOBER 13, 2025

LAND USE HEARING

The Land Use Hearing for Monday, October 13, 2025, was cancelled.

TUESDAY, OCTOBER 14, 2025

ADMINISTRATIVE MATTERS MEETING

The Board of County Commissioners met at 9:00 a.m. with County Manager Lorenda Volker. 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:** There was no public comment in person or online.

Chair Stephens closed public comment.

2. **APPROVAL OF THE MINUTES FOR THE WEEK OF OCTOBER 6, 2025:**

M O T I O N:

Commissioner Shadduck-McNally moved that the Board of County Commissioners approve the minutes for the week of October 6, 2025.

Motion carried 3-0.

3. **REVIEW OF THE SCHEDULE FOR THE WEEK OF OCTOBER 20, 2025:** Ms. Martin reviewed the upcoming schedule with the Board. The Board made several additions to the upcoming schedule.

4. **CONSENT AGENDA:**

AGREEMENTS

1. AMENDMENT ONE TO CONTRACT BETWEEN LARIMER COUNTY DEPARTMENT OF HUMAN SERVICES AND MEALS ON WHEELS OF LOVELAND AND BERTHOUD, INC.

APPOINTMENTS

1. RECOMMENDED MIDTERM APPOINTMENT TO THE ESTES PARK LOCAL MARKETING DISTRICT – Jody Shadduck-McNally

LETTERS OF SUPPORT

1. LETTER OF SUPPORT FOR A LOCAL IMPACT ACCELERATOR GRANT APPLICATION

LIQUOR LICENSES

1. LIQUOR LICENSE TRANSFER OF OWNERSHIP – LEGACY PIE CO LLC DBA COLORADO CHERRY COMPANY – BEER & WINE LICENSE – LYONS, COLORADO
2. LIQUOR LICENSE RENEWAL – NOBLE WOLFF LLC DBA POT BELLY RESTAURANT & LOUNGE – TAVERN LICENSE – RED FEATHER LAKES, COLORADO
3. SPECIAL EVENT LIQUOR PERMIT 6% – NATIONAL PHILANTHROPY DAY – ESTES PARK NONPROFIT RESOURCE CENTER/ESTES NONPROFIT NETWORK – ESTES PARK, COLORADO
4. LIQUOR LICENSE RENEWAL – DAO HOUSE LLC DBA DAO HOUSE – HOTEL & RESTAURANT W/OPTIONAL PREMISE – ESTES PARK, COLORADO

MISCELLANEOUS

1. COLORADO PARKS AND WILDLIFE – CONCURRENCE LETTER

RESOLUTIONS

1. RESOLUTION TO APPROVE CHANGES IN FEES FOR THE OFFICE OF THE LARIMER COUNTY CORONER RELATING TO NON-LARIMER COUNTY USE OF THE MORGUE
2. FINDINGS & RESOLUTION DENYING THE BRADBERRY ADMINISTRATIVE SPECIAL REVIEW SHORT TERM RENTAL

3. **UPDATES TO TITLE 29 REGULATIONS RELATING TO LARIMER COUNTY DEPARTMENT OF NATURAL RESOURCES AREAS AND FACILITIES**
4. **RESOLUTION ELIMINATING SALES TAX VENDOR FEE (SERVICE FEE)**

M O T I O N

Commissioner Kefalas moved that Board of County Commissioners approve the Consent Agenda for October 14, 2025.

Motion carried 3-0.

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

6. DISCUSSION ITEMS:

1. REQUEST COMMISSIONERS SET A PUBLIC HEARING DATE OF NOVEMBER 10, 2025, AT 3:00 P.M. TO REVIEW THE PETITION FOR APPROVAL OF HEALTH SERVICE DISTRICT SERVICE PLAN MODIFICATIONS: Lesli Ellis, Community Planning, Infrastructure, and Resources Director, explained that on October 3, 2025, the Park Hospital District submitted a petition for approval of Health Service District Plan Modifications. Under state law, the Board of County Commissioners is required to set a date for a hearing on the petition. Staff are currently processing the petition and requests to set a public hearing date of November 10, 2025, at 3:00 p.m. On that date, the Board of County Commissioners will hold a public hearing and review the material modification presented in the petition.

M O T I O N

Commissioner Shadduck-McNally moved that the Board of County Commissioners approve the request for a public hearing date of November 10, 2025, at 3:00 p.m. to review the petition for approval of the Health Service District Plan Modifications.

Motion carried 3-0.

2. APPROVAL OF THE BOARD OF EQUALIZATION REFEREE RECOMMENDATIONS:

M O T I O N

Commissioner Kefalas moved that the Board of County Commissioners convene as the Board of Equalization.

Motion carried 3-0.

Elizabeth Carter, Recording Manager, Clerk & Recorder Recording Department, addressed the Board to explain that account number R0444766 was initially on the list of recommendations. However, this

account has been rescheduled for a hearing on October 16, 2025. Ms. Carter noted that the motion to approve or deny the recommendations should exclude account number R0444766.

Dianne Cheney, Recording Specialist, Clerk & Recorder Recording Department, reviewed the referees' recommendations to the Board of County Commissioners convened as the Board of Equalization for the hearings held from September 30, 2025, through October 8, 2025. Ms. Cheney shared that during this time frame, there were hearings for 914 accounts including real property, mobile homes, business personal property, oil and gas, severed mineral rights, and possessory interest accounts. There were 395 hearings conducted. Of the 914 accounts, 412 were adjusted. Of those, 130 were stipulated, meaning that the petitioner and the Assessor's Office came to a mutual agreement. A total of 502 accounts were denied. The percentage of change for September 30, 2025, through October 8, 2025, was -4.78%. The year-to-date percentage of change is -6.23%.

MOTION

Commissioner Kefalas moved that the Board of County Commissioners, convened as the Board of Equalization, approve the recommendations submitted by the Board of Equalization referees for the hearings held September 30, 2025, through October 8, 2025, minus account number R0444766.

Motion carried 3-0.

MOTION

Commissioner Kefalas moved that the Board of County Commissioners, convened as the Board of Equalization, adjourn the meeting as the Board of Equalization and reconvene as the Board of County Commissioners.

Motion carried 3-0.

7. COUNTY MANAGER UPDATE: County Manager Volker briefly detailed the events of the previous week.

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

9. EXECUTIVE SESSION: No decision expected.

Executive Session pursuant to the Colorado Revised Statutes 24-6-402(4)(b): Conferences with an attorney for the purpose of receiving legal advice about the County's scope of authority to review the Petition for Approval of Health Service District Service Plan Modifications submitted by the Estes Park Hospital District.

MOTION

Commissioner Shadduck-McNally moved that the Board of County Commissioners enter into Executive Session pursuant to the Colorado Revised Statutes 24-6-402(4)(b): Conferences with an

attorney for the purpose of receiving legal advice about the County's scope of authority to review the Petition for Approval of Health Service District Service Plan Modifications submitted by the Estes Park Hospital District.

Motion carried 3-0.

With there being no further business, the Board recessed at 9:40 a.m.

EXECUTIVE SESSION

The Board of County Commissioners met at 1:30 pm with Bridget Paris, Human Resources Director. Chair Stephens presided. Commissioner Shadduck-McNally and Commissioner Kefalas were present. Also present was Lindsey Jones, Deputy Clerk.

Executive Session pursuant to C.R.S 24-6-402(4)(f), personnel matters regarding Annual Evaluation for County Manager.

Motion

Commissioner Shadduck-McNally moved that the Board of County Commissioners enter into Executive Session pursuant to C.R.S 24-6-402(4)(f), personnel matters regarding annual evaluation for County Manager.

Motion carried 3-0.

With there being no further business, the Board adjourned at 1:35 pm.

Jody Shadduck-McNally
Jody Shadduck-McNally
KRISTIN STEPHENS, CHAIR
BOARD OF COUNTY COMMISSIONERS
Pro Tem

TINA HARRIS
CLERK & RECORDER

ATTEST:

Lindsey Jones
Lindsey Jones, Deputy Clerk



