



Date: Tuesday, January 04, 2022
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.

Board Reorganization for 2022

- Appointment of Chair
- Appointment of Chair Pro-tem
- Posting of Meetings
- 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 December 27, 2021

Upcoming Schedule Review

1. Schedule review for the week of January 10, 2022

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. 2021 Brendan Ranger Community Service Award Winner

Submitted by: Jill Maasch, Human Services

DESCRIPTION: Recognizing 2021 Brendan Unitt Community Service Award Winner – Bill Wilson of Natural Resources Department

2. Creating 1.0 FTE Deputy District Attorney III Position in the Office of the District Attorney

Submitted By: Josh Fudge, Budget

DESCRIPTION: Create 1.0 FTE Deputy District Attorney III position to be funded through the American Rescue Plan Act – Fiscal Recovery Fund

3. 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 amount 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

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.