



Carrie Warren-Gully, Chair, District 1
Jessica Campbell, District 2
Jeff Baker, District 3
Leslie Summey, Chair Pro Tem, District 4
Bill Holen, District 5

Arapahoe County

Board of County Commissioners Study Session

Meeting Minute Summaries

Tuesday, October 1, 2024
9:30 AM

Administration Building
5334 S. Prince St.
Littleton, CO 80120
West Hearing Room

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Commissioners Present

Carrie Warren-Gully
Jeff Baker
Jessica Campbell
Leslie Summey
Bill Holen

Others Present

Ron Carl
John Christofferson
Michelle Halstead
Cooney Sarracino
Scott Kellar
Loretta Daniel
Jason Reynolds
Rebecca Doane
Sara Overby
Jill Flygare
Desari Read

STUDY SESSION TOPICS

9:30 AM *North Central Region Bomb Dog Robot Purchase

Attachments: [Board Summary Report](#)
[DPD Professional Preference Request](#)
[Waiver Per the Purchasing Policies](#)

The purpose of this study session was to approve a sole source waiver per the purchasing policies for the purchase of a bomb dog robot. The bomb robot will be available as a regionally shared asset for use across the North Central Region (NCR) and housed/maintained by the Denver Police Department. The NCR will fund the equipment purchase through Homeland Security Grant Program funding and will be purchased at no cost to Arapahoe County.

Background of the request was presented.

The five bomb squad teams have worked together with vendors to see and utilize the robotic bomb dog.

A video displaying the product was displayed.

Commissioner asked about concerns of product.

Commissioner asked about the teams purchase and use of the robotic bomb dog.

3-0 in favor of waiver. Commissioner Summey and Commissioner Campbell absent and excused.

9:45 AM *DRCOG Livable Centers & Innovative Mobility Set-Aside Programs

Attachments: [Board Summary Report](#)
[Innovative Mobility Set-Aside](#)
[Livable Centers Small-Area Planning Set-Aside](#)

The purpose of this study session was the DRCOG's 2024-2027 Transportation Improvement set-aside program offers two grant opportunities for local governments. These set-aside programs require no local funding match and are managed by DRCOG, which reduces the amount of local staff commitment required to implement. Staff plans to submit letters of interest for the Innovative Mobility and Livable Centers programs, which do not require Arapahoe County financial contributions. Unless directed otherwise by the Board, staff will submit those letters before DRCOG's Livable Centers deadline of October 7, 2024.

Background of the two available grants was presented. Staff presented the interest regarding obtaining a grant requiring monthly meetings.

Commissioner Summey arrived at 9:49 AM.

The area of focus for the grant implementation was discussed.

Commissioner asked about the scope of the details of the application and about the number of applicants.

Commissioner asked about the timeline and duties along with other projects.

Commissioner Campbell arrived at 9:57 AM.

The timeline and integration of project were presented by staff.

5-0 in favor for staff to apply for both available grants.

10:00 AM *Energy Program Implementation

Attachments: [Board Summary Report](#)
[Presentation](#)
[Overview of Job Duties for Energy Program Positions](#)
[Revenue and Expenditure Projections](#)
[Inspection Data \(Tables 1 & 2\)](#)
[BOCC Meeting July 22, 2024](#)

The purpose of this study session was at their July 22, 2024, study session, the Board of County Commissioners (Board) directed staff to include a new oil and gas inspections program as part of the Phase 2B oil and gas regulations. Creating and implementing this program will require investments in personnel, training, and equipment. The purpose of this study session is to provide the Board with additional details about the program's implementation, costs, and anticipated revenues and to seek concurrence on program elements such as the anticipated schedule and proposed staffing level.

A PowerPoint presentation was presented, a copy of which has been retained for the record.

Background of the inspection program was presented.

Public Works created a comprehensive energy program. The areas that the energy program will be related with were listed.

The goal of the energy program is to protect public health, avoid and mitigate adverse impacts, and promote and enforce regulations.

Staffing of the inspection program were reviewed. The future FTEs for the inspection program were an inspector and manager. Administrative work will need to be accommodated. Due to an increase in energy-related presubmittals a planner is requested. Staffing request was summarized.

Commissioners asked about the staffing and timing.

The inspection goals were reviewed. The goal is to inspect each drilling. The workload analysis shows that the county can meet the goals within 1-2 years. Goals also consist of inspecting abandoned and

plugged wells. A chart of projected number of inspections was displayed.

The inspection workload was reviewed. The number of inspections completed per day with scheduling were discussed. A chart with the projected annual inspections was displayed.

Staff presented proposed program fees. With a comparison of other counties, the fees per well and pad was discussed. Based on proposed fees, projections of revenue were presented. Two projections for revue were discussed based on expected compliance and full compliance.

Commissioners asked about the billing cycle.

A chart showing the revue projections was displayed.

The program cost was presented. The cost of projected staffing was discussed. A chart regarding projected expenditures for all cost and ongoing cost was displayed. A chart displaying revenue and cost projects was displayed and reviewed.

The implementation schedule was presented. The proposed code amendments were reviewed.

Commissioner asked about the development of an IGA within the schedule.

Commissioners asked about the relationship with the Energy and Carbon Management Commission (ECMC).

Commissioners asked about violation and cost for desensitizing.

Community feedback was reviewed.

Commissioner asked about including language to work between oil and gas with the energy program. Commissioner also asked about the authority of a cease and desist and to include language for immediate fixing of any violation.

Commissioners also asked about the violation costs that may include mitigating factors.

Commissioner asked about duty and roles that can be worked with a collaboration.

A tentative schedule for phase 2 regulations was presented.

5-0 in favor to proceed with inspection program and to proceed to planning committee.

Meeting went into Recess

11:30 AM BREAK

1:00 PM *County Grants Initiative Framework and Implementation Plan

Attachments: [Board Summary Report](#)
[Draft Grant Pilot Program Strategic Framework](#)
[Grants Initial Pipeline Report](#)
[Grants Pipeline by Priorities](#)
[LSI Recommended Actions](#)
[Presentation](#)

Meeting Reconvened

The purpose of this study session was to provide an update on the County Grants Initiative and seek feedback and approval of the proposed Grants Program Pilot Framework and Implementation Plan.

A PowerPoint presentation was presented, a copy of which has been retained for the record.

Commissioner Holen arrived at 1:03 PM.

The scope of work of LSI was presented. An initiative was for a strategic framework for a grant program.

A timeline of the planning process was reviewed. A planning workshop was held focusing on mandates and policies.

Personnel reviewed key issues. Arapahoe County's organizational perspective creates specialized focus areas, but it can create "silos" which could create missed opportunities. Arapahoe County's leadership is supportive but lacks limited dedicated staff in grant capacity. The County's internal policies are perceived as unclear, limited vetting process, and poses potential hindrances for substantial opportunities. The County's grant-related infrastructure has created a good reputation with the state and a proven track record, but the infrastructure has challenges.

The grant trends were presented. There are increased larger grants, increased competitiveness, complex application processes, partnerships, and matching/leveraging dollars.

The recommendations were presented. The program has 5 target areas. The first is cross-functional team structure. The second target area is effective policies and streamlined practices. The third area is centralized information sharing. The fourth target area is trained and knowledgeable staff. The fifth and final area is the focused efforts aligned with needs and priorities.

The time frame for the short, mid, and long-term goals was presented. The different focuses and steps for each term was reviewed further.

Personnel discussed the next steps.

Commissioner asked about creating a grant program within the County's structure and budget. Commissioner also asked about not being dependent solely on grants.

Commissioner asked about community engagement as a factor.

Finance staff provided input regarding their work with LSI and areas of improvement.

5-0 in favor of taking the next steps for implementation.

The meeting was adjourned.

2:30 PM Administrative Meeting

***Virtual/Streamed**