



ARAPAHOE COUNTY

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

Arapahoe County

Board of County Commissioners Study Session

Meeting Minute Summaries

Monday, April 13, 2026
9:30 AM

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

The Arapahoe County Board of Commissioners typically holds weekly study sessions on Monday and Tuesday. Study sessions (except for executive sessions) are open to the public and agendas are available online at arapahoe.legistar.com. Meetings marked with an asterisk () can be attended virtually via arapahoe.legistar.com while non-asterisked (*) sessions are open to in-person attendance only. The members of the Board of County Commissioners may choose to attend study sessions virtually.*

The Board of County Commissioners may go into executive session during or at the conclusion of a study session or administrative meeting as necessary to receive legal advice or discuss other confidential matters, and if they do so, the public will be excluded from that portion of the meeting. The Board may alter the times of the meetings throughout the day, as well as cancel or reschedule noticed meetings. Contact the Commissioners' Office at 303 795 4630 or kdavis2@arapahoegov.com with questions about the agenda.

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Commissioners Present

Carrie Warren-Gully
Jeff Baker
Jessica Campbell
Leslie Summey
Rhonda Fields

Others Present

Ron Carl
John Christofferson
Michelle Halstead
Cooney Sarracino
Callie Pecore
Adam Workman
Jared Rowilson
Caitlyn Mars

9:00 AM Calendar and Board Updates
Michelle Halstead, Director, Commissioners' Office

11:30 AM Administrative Meeting with HR Director

STUDY SESSION TOPICS

1:30 PM *2026/27 Court Security Cash Fund Grant, and Authorization for 8 Fixed Asset Numbers

Attachments: [Board Summary Report](#)
[Grant Evaluation Form-Court Services Security Grant](#)
[2026 Security Grant Items List](#)

The purpose of this study session was the Sheriff's Office requested permission to apply for the 2026/27 Colorado Judicial Department Court Security Cash Fund (Court Security) grant. If awarded, the grant will fund court security equipment including 8 items costing over \$5,000 each, requiring fixed asset numbers.

Sheriff's office staff explained their request to apply for a grant that will lead to a request for eight fixed asset numbers.

4-0 in favor to pursue grant. Commissioner Warren-Gully absent and excused.

1:45 PM *Request to approve \$129,553.69 in general funds for additional costs associated with 10 sheriff's office vehicles approved in the 2026 budget

Attachments: [Board Summary Report](#)
[2026 Sheriff Equipment List](#)
[Capital Asset Budgeting Policy](#)

The purpose of this study session was to seek approval from the Board of County Commissioners (BOCC) for additional \$129,553.69 in general funds associated with 10 vehicles for the sheriff's office that were approved in the 2026 budget, consistent with Resolution 160622. If approved, staff will proceed with purchases to ensure timely equipment delivery and finalize the fund transfer actions to the appropriate fund during the Q1 2026 Budget Supplemental to facilitate purchases.

Commissioner Warren-Gully arrived at 1:35 p.m.

Staff presented the request for a transfer of funds from the general fund. The fund would be for a replacement and purchase of vehicles that would usually go through budget process. Due to unforeseen errors, some vehicle costs require more funding for vehicle requirements. There were 10 vehicles that needed the additional costs.

Sheriff's Office staff discussed the Sheriff's process and how it can be improved.

Commissioner asked about the next steps and EBC discussion.

Commissioner asked regarding the replacement of funds that includes additional costs. Commissioner also clarified the Sheriff's work with FFM.

Commissioner asked about the cost and saving variations presented by staff. Commissioner also addressed issues and concerns related to the cost of vehicles and FTEs.

5-0 in favor of requests.

Commissioner inquired about the vendor currently being used for vehicles.

2:00 PM *Short Term Rental Regulations

Attachments: [Board Summary Report](#)
[AC Decision Support Framework](#)
[Presentation](#)
[Short-Term Rental Public Comment 2026](#)
[BOCC Meeting March 31, 2026](#)
[BOCC Meeting August 5, 2025](#)
[BOCC Meeting April 14, 2025](#)

The purpose of this study session was to provide the Board of County Commissioners with an informational update on the County's Short-Term Rental (STR) Ordinance (Ordinance No. 2026-01). Staff will present on the ordinance as drafted and read on March 31, 2026; describing the changes incorporated since the Board's previous discussions and summarizing public comments and referral feedback received during the most recent outreach period. No formal action is requested at this time. This update is intended to ensure the Board is fully informed on the current ordinance language, recent revisions, and community and stakeholder input prior to the scheduled public hearing on April 28, 2026.

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

The purpose of the presentation was reviewed.

Staff presented the different feedback received and revisions. The areas needing revisions were listed. These revisions included legacy provisions, insurance requirements, occupancy restrictions, large gatherings, separation requirements, and waitlist/lottery.

Legacy designation was discussed. Short-term rentals would be exempt if they were operating 6 months prior to effective date. The different exemptions, based on the type of property, were presented. Property owners would still need to go through licensing and renewal process.

Commissioner asked about the number of short-term rentals in the county.

Staff proposed the need and requirement for a proof of liability of insurance.

Occupancy restrictions were changed to meet OWTS requirements.

Commissioner asked for clarification regarding renter counts.

Commissioner asked about other types of rentals.

Commissioner asked for limits on large groups and policies in place. Staff addressed this based on large gather rules that cannot exceed 100% of permitted overnight occupancy. Mechanisms will be in place to report issues.

Commissioner asked about the accountability measures in place.

Commissioner asked regarding exceptions for rural properties. Discussion was held surrounding other processes for rural properties and other issues that can arise.

Staff presented separation requirements for short-term rentals and possible loopholes that could be exploited. The lottery and waitlist provisions were removed due to difficulties to regulate.

The public outreach that was received by staff was reviewed. This was the third round of feedback that was directed for identified owners. The feedback received was categorized by the concerns. Discussion was held as to the response time requirements.

Commissioner asked staff regarding their reasoning for the legacy license as it pertains to feedback.

Referral comments that were received by South Metro Fire Rescue, Assessor's Office, and Arapahoe County Sheriff's Office were reviewed. Commissioner addressed issues related to the Sheriff's Office anticipated response times. Other referral comments received by Public Health OWTS and Skyline Fire Protection District were addressed.

Commissioner asked about the burden of OWTS requests for septic inspections. Discussion was held as to the cost and need for the septic inspection.

5-0 in favor to add septic inspection language.

Discussion was held as to Skyline Fire Protection District's request for amended language. Staff discussed the district's authority for inspections and the county's regulations.

5-0 in favor to no include the district's language into the regulation.

3:00 PM *Executive Session

Executive Session and County Attorney Administrative Meeting [Section 24-6-402(4)(b)C.R.S.](As required by law, specific agenda topics will be announced in open meeting prior to the commencement of the closed and confidential portion of this session)

Ron Carl, County Attorney

Administrative Item: County Attorney notified the BOCC about the reading of the firework ordinance.

The motion was made by Commissioner Baker and duly seconded by Commissioner Fields that the Board go into executive session pursuant to sections 24-6-402(4)((b)&(e) of the Colorado Revised Statutes to develop strategy and instruct negotiators, and receive legal advice, regarding the proposed MOU between the County and the DA, and

Further, that the Board go into executive session pursuant to sections 24-6-402(4)(b) of the Colorado Revised Statutes to receive legal advice regarding:

1. A reduction in force in the Clerk and Recorder's Office; and,
2. Cash-in-lieu and land dedication requirements as it pertains to the reconsideration of the condition of approval of the Dayton Point Specific Development Plan; and,
3. Settlement with the Remnant Defendants in the opioid litigation.

The motion passed 5-0.

The meeting was adjourned.

*Virtual/Streamed