



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, May 12, 2025
9:00 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.

Arapahoe County is committed to making its public meetings accessible to persons with disabilities. If you need special accommodations, please contact the Commissioners' Office at 303 795 4630 or Relay Colorado 711 at least 3 days in advance to make arrangements.

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
Mike Gouin
Tyler Brown
Bryan Weimer
Larry Mugler

STUDY SESSION TOPICS

9:00 AM *Space Utilization Update / Process for Requesting Space

Attachments: [Board Summary Report](#)
[Presentation](#)

The purpose of this study session was to provide an update on the current projects surrounding space utilization and to provide a process for departments and elected offices to request space.

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

Commissioner Summey appeared virtually.

Discussion topics were displayed and reviewed.

Staff presented the history of the Facilities and Fleet Management (FFM) requests and the topics that were discussed with BOCC on October 24, 2023. The topics that were discussed at previous meeting were Countywide Facilities Master Plan, notable expiring leases, and initial project recommendations.

FFM team conducted Space Study in 2023. The purpose of the Space Study was to consolidate leased space into owned space where feasible, to consolidate occupancy within facilities when space is underutilized, to best leverage County assets to serve residents in the future, and to centralize services to optimize County's position to serve its residents.

When reviewing spaces, staff review different factors with a recommended framework.

Initial project recommendations from October 2023 were presented. Staff also presented updates and the projects and their status. Graphics showing the process and steps taken to complete project recommendations were displayed.

Other space utilization projects were listed and discussed.

FFM presented the space utilization projects that were completed in 2024 and the space utilization projects that are currently being worked on by FFM.

Commissioner asked staff regarding the Aurora DMV and the work being done with the Clerk and Recorder's (C&R) office surrounding the lease that is set to expire in March 2027 and wanted to ensure relocation is complete prior to March 2027.

Discussion was held regarding the Aurora DMV relocation. Staff met with C&R in January 2025 regarding construction of a new building in vacant plot but both parties agreed to avoid that option. Relocation to CentrePoint was discussed. Staff have expanded search perimeters as of last week to assist with relocation search. Staff mentioned the potential purchase of a Walgreens building as well as a location in the Southlands area, but no location is set for purchase at this time. More discussion to come since perimeter was expanded.

Commissioner mentioned a vacant plot adjacent to CentrePoint that could be a potential location to consider.

Further discussion was held regarding the options for the relocation of the Aurora DMV and the importance of continued meetings to ensure movement is made due to the short timeline.

Commissioner asked regarding transportation for the public if locations were relocated further south as it would take away resources from the north Aurora residents.

Commissioner commented on the appearance of Altura Plaza and that wherever the Aurora DMV is relocated Commissioner wants to ensure the location and design appear welcoming and presentable.

The services being delivered at the Altura Plaza location were discussed. Discussion was held surrounding the idea of combining the Aurora DMV and the services from Altura Plaza.

Staff presented the proposed space utilization process requests. FFM is requesting to create Space Request Forms for all departments and elected offices that should be submitted to FFM. This proposed process needs to be presented to the E-team but FFM team wanted BOCC to be aware of the request.

Commissioner requested FFM to provide BOCC consolidated view of the timelines, projects, locations, services, etc.

Discussion concluded without vote.

10:00 AM *Sheriff's Office 1A Information Session

Attachments: [Board Summary Report](#)
[Presentation](#)

The purpose of this study session was to provide information to the Board of County Commissioners about the funding realities, needs and wants regarding the Sheriff's Office. This will help inform the County's use of additional 1A funds and the upcoming 2026 budget discussions.

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

Staff provided background information regarding the 1A informational sessions. This session will be providing the "Have To" items, the "Should" items, and the "Could" items from the Sheriff's Office.

Current service levels, resources, and additional services provided by the Sheriff's department were discussed.

The ACSO gaps and short falls were listed and discussed. Staff listed the most critical needs.

The "Have To" items for ACSO were discussed.

Priority 1 request was to replace detention facility. ACSO made request for \$500,000,000 ongoing and one-time funding to allow the replacement of the deteriorating detention facility, improve safety, security, and operational efficiency.

Priority 2 request was to right-size the budget. ACSO requested \$1,880,000 ongoing to ensure ACSO can maintain adequate supplies and services, supporting critical operations. Examples of costs were listed.

Priority 3 request was AC/CT Service Level Equalization. ACSO made requests for \$1,742,000 per year for four years, \$1,126,000 ongoing personnel cost, \$334,000 for vehicle costs, and \$282,000 for one-time costs. Funding would allow for an additional 10 FTEs a year for four years to balance service level coverage.

Priority 4 request was funding for the Aurora DV case increase. ACSO requested \$846,000 (\$677,000 ongoing, \$169,000 one-time) to allow for an additional 6 FTE.

Priority 5 request was for overtime work. ACSO requested \$2,465,000 ongoing until staffing issues are resolved.

Priority 6 request was for pay increases to professional staff to ensure livable wages for staff.

Priority 7 request was Office of Emergency Management Staffing (OEM). ACSO requested \$133,000 (\$125,000 ongoing, and \$8,000 one-time) which would allow an addition of 1 FTE.

Priority 8 request was regarding SB25-003 implementation. This request would be for \$1,000,000 (\$950,000 ongoing, and \$50,000 one-time for furniture, computers, uniforms, software, etc.).

Priority 9 was the request of \$2,501,641 one-time to replace 429 outdated radios.

Priority 10 was the request of \$184,122 ongoing cost for Jail Management Software System.

Priority 11 was the request of \$240,000 one-time for Self-Contained Breathing Apparatus Replacement (SCBA) which would allow deputies to breathe in a toxic environment.

Priority 12 was the request of \$1,440,000 average per year for High-Cost Equipment Strategy. Staff identified a list of high-cost equipment which was presented and reviewed.

Staff presented table of the additional “Have To” items and included the Bureau, item, priority level, cost, and if the cost is ongoing or one-time.

Staff presented table of the “Should” items and included the Bureau, item, priority level, cost, and if the cost is ongoing or one-time. Staff went through the list and described each item briefly due to time constraints.

Staff presented table of the “Could” items and included the Bureau, item, priority level, cost, and if the cost is ongoing or one-time. Staff went through the list and described each item briefly due to time constraints.

Graphs were displayed showing the General Fund Expenditures, and the Arapahoe Law Enforcement Authority Fund Expenditures (ALEA) from 2019-2024.

Graphs were displayed showing the Grant Fund Expenditures and the Capital Expenditure Fund Expenditures from 2019-2024.

A line graph was presented displaying FTE by Fund from 2019-2024. The funds being presented were the General Fund, ALEA, and the Grant Fund.

Staff discussed the areas of opportunity, challenges, and concerns.

Commissioner asked ACSO staff regarding mental health staffing and made note that FTE was included in the “Could” items but not the “Have To” items.

Commissioner asked regarding security for court hearings for DV cases.

Commissioner asked staff regarding the budget and ways to improve efficiency and if there were any areas where items could be moved around to address other budget short falls.

Commissioners asked regarding the implementation of SB25-003 and the timeline.

Commissioner commented on the large number of “Have To” items and the dollar amounts that are being requested by the ACSO.

Discussion concluded without vote.

11:30 AM Quarterly Board/Director Meeting

Pikes Peak Conference Room

1:00 PM *Public Works and Development 1A Information Session

Attachments: [Board Summary Report](#)
[Presentation](#)

The purpose of this study session was to provide information to the Board of County Commissioners about the funding realities, needs and wants regarding the Public Works and Development department. This will help inform the County’s use of additional 1A funds and the upcoming 2026 budget discussions.

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

Staff provided background information regarding the 1A informational sessions. This session will be providing the “Have To” items, the “Should” items, and the “Could” items from Public Works and Development.

Public Works and Development explained their current service levels and resources in different services.

The first area discussed was infrastructure services. Staff provided data that relates to concerns raised regarding Road & Bridge and Transportation. Different programs that had been cut due to funding were listed and reviewed. Staffing concerns were raised that provided infrastructure services. The backlog of capital projects was presented. Shared projects were also reviewed.

The second area of service discussed was land development services. Staff provided data related to concerns regarding building, engineering services, and planning/zoning. Concerns were raised about the services provided, backlog of engineering inspections, and difficulties with new legislation.

Staff provided their “Have-To” items. The funding requests were for ongoing funding for Road & Bridge which includes new FTEs. There is a need to keep the assets maintained at current levels. An itemized list of the \$20.53 million request was displayed and reviewed.

A request for \$76.93 million in one-time funding for 5 years for the infrastructure fund. The benefits of funding the infrastructure fund was reviewed. Concerns were presented if funding was not applied. An itemized list of the \$76.93 million request was displayed and reviewed.

The “Have To” items for the general fund were presented. An FTE for Engineering Service Division was requested. Funding for a need to improve the building permitting process was reviewed.

Staff provided their “Should Do” items. A request for \$139.29 million in one-time funding for 5 years for the Road & Bridge fund. The purpose is for current backlogs of deferred maintenance. An itemized list of the \$139.29 million request was displayed and reviewed.

A Should-Do for the general fund was for 2 FTEs to provide services to the community within the building division. Staff requested an FTE for the Support Services Division, and an FTE for the Planning Division.

Should-Do's for the infrastructure fund was presented. Staff requested \$29.65 for one-time funding for 5 years. An itemized list of the \$29.65 million request was displayed and reviewed.

A Should-Do requested by staff was for an FTE in the Transportation Division, an FTE in the Engineering Services Division, and a reconfiguration project for Public Work's Lima Office. Software needs and funding were presented. Needs for weed control, on-call program, temporary salaries, and professional services were presented by staff. A request was made for inflationary increases, records digitization, and fire alarms.

Staff provided their Could Do's. Funding requests were for capital projects and the County's contribution to the Regional Air Quality Council.

Charts for General Fund expenditures and Road & Bridge Fund Expenditures from 2019-2024 were displayed and reviewed. Staff discussed Fund 16 as it relates to the budget.

Charts for the Capital Expenditure Fund and Infrastructure fund from 2019-2024 were displayed and reviewed. Staff discussed Fund 42 as it relates to the budget. A chart showing the FTEs by fund was displayed and reviewed.

Staff presented areas of opportunities the BOCC may seek. Staff discussed improvements to safety and sustainability. Challenges and concerns were reviewed.

Commissioner asked regarding the specifications of allocation for Fund 16.

Commissioner asked for clarification on a graph showing lane miles, which was not a slide discussed prior.

Commissioner asked about the needs in categorization for inflationary costs.

Discussion concluded without vote.

2:30 PM *Proposed Revisions to the Location and Extent Review Process

Attachments: [Board Summary Report](#)
[Presentation](#)
[Land Development Code proposed changes for review](#)
[Development Application Manual proposed changes](#)
[Location and Extent Case Study](#)
[BOCC Meeting July 23, 2024](#)

The purpose of this study session was for the Planning staff to provide information to BOCC. Staff reviewed the Location and Extent (L and E) provisions in the Land Development Code (LDC) and the Development Application Manual (DAM) and identified several changes that should make the L and E review process more efficient for applicants, staff, and the Planning Commission. At a previous study session on July 23, 2024, the BOCC requested that staff prepare a case study illustrating the effect of the changes on a particular project. Staff presented the case study and described additional changes to make the process more efficient.

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

Background on the revisions to the Location and Extent Review Process was presented. State statutes were provided for clarification. Discussion was held about the review process.

Key provisions within the statute were listed and reviewed.

Staff presented a comparison of the L and E review process with other counties. Some counties do not have L and E in their codes.

Comparisons with Douglas County, EL Paso County, Jefferson County and Larimer County were

presented. The differences between the processes were reviewed.

Staff presented the proposed changes. The proposed changes were related to public and charter schools, exemptions, and procedure. The exemptions were listed.

BOCC had previously requested a case study of an L and E process and review. Staff provided an example of a case study that was found.

Key changes to review process were listed.

Commissioner asked about the revisions and exemptions.

Commissioner asked about tracking charter and comparisons to other counties as it relates to environmental study. Discussion was held to determine what to bring to public comment.

Commissioner asked about fees for agencies.

Discussion concluded without vote.

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

The motion was made by Commissioner Campbell and duly seconded by Commissioner Warren-Gully 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:

- 1. Collective bargaining agreement negotiations with the Fraternal Order of Police, and**
- 2. An intergovernmental agreement with the City of Aurora regarding domestic violence cases, and**

Further, that the Board go into executive session pursuant to section 24-6-402(4)(b) of the Colorado Revised Statutes, to receive legal advice regarding presidential executive orders on DEI and immigration and related actions by federal administrative agencies.

The motion passed 5-0.

The meeting was adjourned.

*Virtual/Streamed