



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

Tuesday, June 17, 2025
9:30 AM

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

Virtual link -

https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZmNkMmFhNmItNDI0YS00YzRjLWI1ZWUtMDM2MjA3ZmE0ZTIy%40thread.v2/0?context=%7b%22Tid%22%3a%2257d7b626-d71d-47f6-84c1-c43bda19ba16%22%2c%22Oid%22%3a%227e5e8f56-c201-4a77-9dcb-0749d458bd26%22

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-asteriked (*) sessions are open to in-person attendance only. The members of the Board of County Commissioners may choose to attend study sessions virtually.*

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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
Elizzebeth Loomis
Phil Savino
Dr. Kelly Lear

Mike Gouin
Santos Vera
Kelly Phillips-Henry
Nathan Fogg

STUDY SESSION TOPICS

9:30 AM *2025-2029 Five-Year Consolidated Plan & 2025 Annual Action Plan Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and HOME Investment Partnership - American Rescue Plan (HOME-ARP) Allocations

Attachments: [Board Summary Report Presentation](#)

The purpose of this study session was to review funding recommendations for the 2025 Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) projects, seek direction from the Board of County Commissioners (BOCC) regarding the use of these funds, and obtain approval to submit the 2025-2029 Consolidated Plan and 2025 Annual Action Plan to the U.S. Department of Housing and Urban Development (HUD) for review.

To receive funding through the Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME), HUD requires a Five-Year Consolidated Plan. Covering 2025 to 2029, this Plan is developed collaboratively to establish the County's vision, priorities, and strategies for community development. It includes a comprehensive needs assessment, identification of priority needs, specific goals and objectives, and planned strategies and activities to address those priorities. Additionally, the Plan requires a Housing Needs Assessment (HNA), an Analysis of Impediments to Fair Housing Choice, and annual updates through the Annual Action Plans. The process also involves community participation and establishes methods for measuring performance and tracking progress of funded activities.

This session also addressed the allocation of additional HOME-American Rescue Plan (HOME-ARP) funds in the amount of \$4,009, received on June 2, 2025, to support eligible administrative and planning activities in accordance with program guidelines.

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

Audio issues due to technical difficulties.

Staff provided a background of HUD and the five-year Consolidated Action Plan. The HUD approval process was reviewed.

The definition of an Urban County was defined and how it is incorporated with the Community Development Block Grant (CDBG).

Commissioner asked about other municipalities involved in urban county decision making.

The background of the CDBG was presented with concerns of current federal budget discussions. Staff discussed the objectives and purposes of the funds.

Staff presented the definition of HOME Consortium. The purpose and abilities of the HOME

Consortium were discussed.

The HOME Investments Partnership Program was presented. It allows the county to provide funding to increase affordable housing since CDBG cannot be used for new buildings.

The Consolidated Plan was presented. It is a plan to address community needs. The legal and regulatory background of the Consolidated Plan was reviewed. The process for the Consolidated was listed and reviewed. Staff discussed where the County currently is in the process. The participation of the citizens of the county was presented. The different forms of outreach were listed. The data sources used for the Consolidated Plan are the American Community Survey and the Comprehensive Housing Affordability Strategy.

Statistics regarding the population, households, and median income were reviewed.

A needs assessment for the county was presented that reflects the poverty rate and low to moderate income. A housing profile was also discussed with the cost of housing increase in Arapahoe County. Homeowner housing and the cost burden for households were reviewed. Staff also presented rental housing and the cost burden for those households as well. Maps of Arapahoe County for each category were displayed.

A map of the housing needs by income group was displayed and reviewed.

Staff presented housing needs for special populations. This can include elderly, disabled, homeless, and survivors of domestic violence.

Statistics showing Arapahoe County's population experiencing homelessness were listed and reviewed. Similar statistics were reviewed for the City of Aurora.

Commissioner Baker arrived at 10:34 AM.

A chart for the homeowner affordability gap was displayed and reviewed. A chart for the renter affordability gap was displayed and reviewed. A chart for the gaps in housing supply was displayed and reviewed. These charts reflect the number of households and units and the affordability of each.

After the assessments, staff found the priority needs of the county. The priority needs are housing needs, preservation of existing housing stock, non-housing community development, homelessness, and program administration.

The goals of the Housing and Development Strategic Goals were presented. The affordable housing goal is to increase availability and accessibility. The community public service goal is to provide services to low- and moderate-income residents. The tenant-based rental assistance goal is to provide rental subsidies. Public facility improvement's goal is meant to upgrade and develop public facilities. The infrastructure improvement goal is to enhance infrastructure for safety and economic development. The program administration goal is to enhance effectiveness for HUD funded programs.

Staff presented background to the Annual Action Plan. The CDBG awards were listed and reviewed.

An overview of the recommendations for the City of Centennial, City of Englewood, Town of Deer Trail, City of Littleton's recommendations were presented. The urban county allows the city to make determination of projects.

Public services provided their recommendations for different projects. These projects include Project Angel Heart, Integrated Family Community Services, HAAT Force, and Centennial Housing Stability Program.

HOME Investments recommendations were listed and reviewed.

The applications not recommended were listed and reviewed and may have been not recommended for the amount requested. Other programs or projects were not recommended based on timing requirements.

Commissioner asked about the step in the action plan to communicate with developers to build requested type of housing.

Discussion was held about the difficulties for residents attempting to find housing.

5-0 in favor to proceed with recommended funding.

11:00 AM *Information Technology 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 Information Technology 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 presented the foundation and included that the IT Department will be providing the "Have to" items, "Should" items, and the "Could" items regarding the use of additional 1A funds.

The current service levels and resources provided by the IT Department were presented and discussed. The services provided were listed and the statistics related to those services were listed.

Gaps and shortfalls facing IT were presented with the most critical needs.

Staff presented the "Have to" items. These items included funding infrastructure refresh for on premises, a program for property tax assessment and taxation, emergency notification solution to reach all users and buildings, TEAMS shared device phone licenses to upgrade phones, increase browsing and remote access security, device security management system, IT ticketing software replacement, new

content management system, CARES application, door controller replacement, Avigilon camera replacement, digital accessibility media remediation funding, and Assessor's data import program to import deed data.

Staff presented the "Should" items. These items included camera server replacements, an FTE for av and security systems, 3 FTEs for project implementation capacity, hearing room av display improvements, document management system, Microsoft license upgrade.

Staff presented the "Could" items. These items included a modernization of communication platform, upgrade DA workflow connection to Colorado DA Council's software, an FTE for network engineer, customer relationship management system for countywide use, and security operations platform.

Graphs showing a historical look of IT's General Fund Expenditures and Capital Expenditure Fund from 2019-2024 were displayed and presented.

A line graph was presented showing the FTEs from the General fund from 2019-2024.

Areas of opportunity were listed and discussed.

The challenges and concerns were reviewed.

Commissioner asked about clarification on accessibility media remediation and its compliance with the law.

Commissioner asked about the amount that would be needed in the requested fund.

Commissioner asked about clarification of hearing room av updates and FTEs.

Presentation concluded without vote.

12:00 PM BREAK

1:00 PM *Coroner'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 Coroner'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 presented the foundation and included that the Coroner's Office will be providing the "Have to" items, "Should" items, and the "Could" items regarding the use of additional 1A funds.

The current service levels and resources provided by the Coroner's Office were presented and discussed.

Staff presented "Have to" items. These items included toxicology testing, overtime for Medical Death Investigators, and Coroner's Office Specialist. The request for toxicology testing would be \$110,000 ongoing and the budget increase would be about \$20,000. The request for overtime for Medical Death Investigators would be \$37,265 ongoing with projected increases in salary over time. The request for Coroner's Office Specialist would be for \$82,423 ongoing with projected increases in salary over time and would include 1 FTE.

Staff presented the "Should" items. These items included a Forensic Epidemiologist, and Family Assistance Coordinator/Social Worker. The request for a Forensic Epidemiologist would be \$115,423 ongoing with projected increases in salary over time and would include 1 FTE. The request for a Family Assistance Coordinator/Social Worker would be \$90,930 ongoing with projected increases in salary overtime and would include 1 FTE.

Staff presented the "Could" items. The "Could" items included a request for a Body Transportation Unit. This request would be for \$62,384 one-time for a vehicle, and \$120,182 ongoing for transportation staff with projected increases to salary over time. This request includes 2 FTE.

A graph showing a historical look of the General Fund Expenditures from 2019-2024 was displayed and reviewed.

A line graph showing the 2019-2024 Coroner's Office FTE by Fund was presented.

Areas of opportunity and areas of efficiencies were listed and discussed.

Staff discussed the challenges and concerns for Coroner's Office.

Commissioner asked staff what the average cost for a toxicology test would be.

Commissioner asked staff for clarification on the "Should" items and the importance of the items that were listed.

Presentation concluded without vote. Commissioner Fields absent and excused.

1:30 PM *Facilities and Fleet Management 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 Facilities and Fleet Management 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 presented the foundation and included that the Facilities and Fleet Management (FFM) Department will be providing the “Have to” items, “Should” items, and the “Could” items regarding the use of additional 1A funds.

The current service levels and resources provided by the FFM were presented and discussed. Staff discussed the major programs and service areas and the services provided by FFM.

FFM gaps/short falls, and most critical needs were listed and discussed.

Staff presented the “Have to” items. These items included the General Operating Budget, the Building Maintenance Operating Budget, Capital Improvement Projects, Building Maintenance Projects, Additional FTEs, and vehicles. The General Operating Budget request would be for approximately \$500,000 in ongoing funding with inflationary increases each year thereafter. The Building Maintenance Operating Budget request would be for an amount that is TBD ongoing with inflationary increases each year thereafter. The request for Capital Improvement Projects would be for \$60 million in one-time funding allocated over 5 years from 2026-2030. The request for Building Maintenance Projects would be for approximately \$6 million one-time funding allocated over 5 years from 2026-2030. The request for additional FTE would be for 4 FTE and about \$416,000 ongoing with inflationary increases each year thereafter. The FTE being requested would include a Project Manager, Custodian, Plumber, and Fleet Mechanic. The financial breakdown for each FTE requested was listed. The request for vehicles would be for 9 vehicles needed. These vehicles included 1 new, 6 replacements, and 2 salvaged vehicles. The amount for the request would be TBD one-time funding.

Staff presented the “Should” items. These items included Snow Removal Outsourcing, Ground Outsourcing, and Utilities/Trash Budget Increase. The funding needed for these requests would be TBD and likely to increase with inflationary costs each year and no additional FTE.

Staff presented the “Could” items. These items included the Altura Plaza Disposal/Tenant Relocation, and Technical Energy Audit. The funding needed for these requests would be TBD and no additional FTE would be required.

Graphs showing a historical look of the General Fund Expenditures, Building Maintenance Fund Expenditures, and Capital Expenditure Fund Expenditures from 2019-2024 were displayed and reviewed.

A line graph showing FTE by fund from 2019-2024 was displayed.

The Facility Condition Index (FCI) was defined and the overall FCI score for Arapahoe County was reviewed and discussed.

Areas of opportunity were listed and discussed.

The challenges and concerns were presented.

Commissioner asked regarding the items that FFM presented as TBD for funding and if FFM would be able to provide a ballpark estimate to give BOCC an idea of what is needed.

Commissioner asked staff regarding the reasoning for outsourcing snow removal and groundwork as opposed to hiring a groundskeeper to assist.

Commissioner commented on the Altura Plaza and thanked staff for their attention on that item. Commissioner asked about the timeline surrounding Altura Plaza.

Commissioner asked regarding the General Budget Increase request and noted that FFM has been historically able to stay within the budget. Commissioner asked for clarification on the amount of the request and where FFM sees the need for such a substantial increase in budget.

Commissioner commented on the number of TBD requests and that the BOCC and EBC would need more of a range or estimate to determine if the requests are appropriate.

Commissioner requested a cost comparison for outsourcing snow removal and groundwork vs. hiring a groundskeeper at Arapahoe County to assist.

Discussion was held regarding Arapahoe County full-time employee salaries and the importance of providing employees with a salary that allows them to live comfortably.

Commissioner Fields arrived at 2:21 PM.

Commissioner asked regarding Altura Plaza and if FFM staff have considered upgrading the existing location instead of building new or relocating.

Commissioner asked FFM staff on update or timeline on the Aurora DMV relocation.

Presentation concluded without vote.

2:30 PM *Aid to Agencies Mid-Year Update: STRIDE Community Health Center

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

The purpose of this study session was for STRIDE Community Health Center to provide a mid-year update regarding their 2025 Aid to Agencies Award.

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

Staff provided background information on STRIDE Community Health Center and the Senior Dental Program. STRIDE was presented with the 2025 Aid to Agencies Award in the amount of \$400,000.

The jurisdictions and number of patients that have been served were listed and reviewed. There was a total of 150 patients under the Senior Dental Program in the 2024-2025 FY. STRIDE provided a total of \$113,882 worth of dental care for the Senior Dental Patients as of April 30, 2025.

Staff presented patient success stories.

The workforce shortage challenges were reviewed. Staff reviewed the challenges of recruitment and retention.

Next steps were discussed. STRIDE Community Health Center are looking for opportunities to expand in Arapahoe County to reach more patients who are underserved and part of vulnerable populations.

Commissioner thanked staff for the work that STRIDE performs and the population that they serve. Commissioner asked regarding the location of the new office.

Commissioner asked staff about the prevention aspects and education for the senior populations as it pertains to their oral hygiene.

Commissioner asked staff if STRIDE does any outreach for senior patients.

Presentation concluded without vote.

3:00 PM *Aid to Agencies Mid-Year Update: Aurora Mental Health & Recovery

Attachments: [Board Summary Report Presentation](#)

The purpose of this study session was for Aurora Mental Health & Recovery to provide a mid-year update regarding their 2025 Aid to Agencies Award.

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

Staff thanked the BOCC for their support and recognized the difficulties with funding due to the political climate.

The overall updates and accomplishments of Aurora Mental Health & Recovery were presented. The number of clients served, staffing, and training accomplishments were discussed.

Staff presented an update on the Potomac Pavilion Project. Updates were provided to show the state requirement changes. Discussion was held regarding the state changes and support that the BOCC could provide.

The planning process for the Fiscal Year 2026 was presented. Staff are prepared for difficulties facing the agency because of federal legislation. Necessary services are being prioritized. Commissioner asked

for clarification of the pillars that they will be focused on.

The Connect to Care program was presented. This program is a primary access clinic to ensure low barrier access. Data and demographics of services were reviewed. Charts showing clients' race and ethnicity were displayed and reviewed.

East Metro Detox & Recover Services program was presented. The different services that the program provides were listed. Data and demographics of services were reviewed. Commissioner asked about other demographics of clients and financial breakdowns of the agency.

Program challenges were presented. Healthcare faces difficulties with hiring and retention and limited resources. Programs face challenges with new and existing synthetic drugs and navigating impacts with clients and the community.

Presentation concluded without a vote.

3:30 PM *2025 Arapahoe County Emergency Operations Plan

Attachments: [Board Summary Report](#)
[2025 Emergency Operations Plan](#)

The purpose of this study session was to request the Board of County Commissioners to authorize the Chair of the Board of County Commissioners to sign the 2025 Emergency Operations Plan (EOP).

Background of the Emergency Operations Plan was presented. It is required by law and provides the BOCC with an Emergency Support Function.

The proposed plan is meant to be more user friendly and reduce complications.

Commissioner asked for clarification from Staff as to the plan's key components. Commissioner also asked about the changes from the old plan to the new plan.

Commissioner asked staff about other municipalities' staffing as it relates to emergency operations.

5-0 in favor to proceed with the request for the updated plan.

The meeting was adjourned.

***Virtual/Streamed**