



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, May 20, 2025
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-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
Jim Albee
Jim Katzer
James Beall
Diane Kruse
Gini Pingnot
Michael Westerberg

Jennifer Ludwig
Adam Burson
Sara Overby

STUDY SESSION TOPICS

9:30 AM *South Metro Fire Rescue Funding Challenges

Attachments: [Board Summary Report Presentation](#)

The purpose of this study session was for South Metro Fire Rescue to provide an overview of financial challenges due to rising costs and declining revenues. A short presentation will be provided, and BOCC feedback is welcome.

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

Staff provided background information regarding the South Metro Fire Rescue (SMFR) staff and services. Staff presented the services and the counties and municipalities which SMFR serve.

A financial snapshot was presented.

A comparison on property taxes was displayed showing the Mill Levy Comparison, FPD Mill Levy Reductions, and Other Mill Levies.

A table showing the increase in demand over a 6-year span was presented and reviewed. The table showed the increase in demand in Alarms, EMS, Fire, Other, Public Assist, Special Ops, and the Totals for each year from 2019-2024.

Staff explained the rising costs for certain items from 2019 to what those prices look like now. The items discussed included the prices for heat and impact resistant helmet, 100 ft. hose, bunker coat, bunker pant, boots, and the cost to purchase an engine.

A line graph showing the 10-year Forecast Revenue and Expenditures was displayed.

Staff provided funding priorities that would maintain the quality of service the community expects and deserves from SMFR.

Commissioner asked staff regarding budget and how SMFR dealt with years pre-covid as the graph only displayed years 2024-2035. Commissioner also asked how SMFR make decisions to utilize the budget.

Commissioner asked for clarification on how and why the SMFR are debt free.

The funding options were presented. Those options included cuts to services, a property tax increase, and new sales tax.

Community outreach was made. Staff provided the community response from the survey that was conducted from Jan. 27-Feb. 4.

Next steps were reviewed and discussed.

Staff presented the SMFR interactive website and resources.

Commissioner asked thanked staff for the presentation and asked regarding the EMS responses. Commissioner asked staff to explain the types of responses and if there were any comparisons with fire and EMS responses.

Commissioner asked staff regarding how SMFR deals with certain partnerships and the community about property tax increases or new sales tax.

Commissioner Campbell arrived at 10:13AM.

Presentation concluded without vote.

10:00 AM *Arapahoe County Fiber Services Study

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

The purpose of this study session was to present an overview of existing fiber services within Arapahoe County, discuss service providers and their offerings, discuss current grant funding underway, identify areas that lack sufficient services, and highlight best practices by local governments to improve broadband infrastructure. This is the first of three planned study sessions with the Board of County Commissioners (BOCC) regarding the Fiber Services Study. The goals of this meeting are:

1. To inform the BOCC of current services and best practices
2. To clarify the BOCC's goals for service levels within the County

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

Staff discussed the updates to the Fiber Master Plan and presented the purpose of the Fiber Services Study and included the meeting schedule with the BOCC for future meetings.

The industry context and the importance of broadband services were presented.

Staff presented maps displaying the current broadband availability throughout the county both in Arapahoe County and Unincorporated Arapahoe County.

Broadband speed tests were done, and a map was displayed showing the results of the speed tests throughout the county.

Commissioner asked staff to clarify regarding the industry and transparency with customers.

A map showing the Broadband Providers and their locations were presented.

Graphic showing the Arapahoe County Fiber Providers and their locations were presented.

Staff presented the recent grant funding efforts and Broadband Equity Access Deployment (BEAD). A graphic was presented showing the counties in Colorado and the number of applications by county. A

graphic was displayed showing the number of applications for Arapahoe County specifically.

A map of Arapahoe County Applications by Project Area was shown.

Commissioner asked staff what the average amount of grant funding is for an application.

A graphic displaying the Apparent Funding Inside TDS Territory was displayed.

Potential county roles for improving broadband were presented. Staff discussed work and policies with other counties and municipalities.

Commissioner asked regarding the cost and who provides payment for the conduit when construction is being done.

IT Director asked staff regarding building policies and whether the policies would be developed at the city level or the county level as Arapahoe County has many cities within its borders.

Commissioner asked staff regarding the number of cities within Arapahoe County NeoConnect has communicated with regarding broadband.

The partnership models were displayed and discussed.

Preliminary County fiber needs, existing fiber, locations, data centers, and growth areas were briefly presented. Maps and graphics were displayed showing the existing and planned fiber in Arapahoe County, the locations of county buildings and the growth areas, the location of data centers in Arapahoe County, and the existing leasable fiber throughout the county.

Public outreach was discussed.

Staff presented BOCC with items to consider for the potential roles for Arapahoe County, and the options to build out the County's fiber network.

Commissioner voiced concern regarding investing more time and energy in expanding broadband with lack of funding.

Commissioner voiced the need for information, and ideas for policies, and a timeline for certain conversations.

Discussion will be extended as to receive more information.

5-0 in favor of pausing discussion as to receive more information.

11:00 AM *Open Spaces 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 Open Spaces 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 Open Spaces 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 Open Spaces Department were presented and discussed. Services provided include building parks & trails, preserving open spaces, and heritage activities & properties.

A graphic was displayed showing the funds to other local governments.

Staff presented the "Have to" items. These items included funding to the High Line Canal Role Change, Fair Costs, and Dove Valley Operational Costs.

The "Should" items were listed and reviewed. This included the continuation of enhancing off-street multi-modal connections.

The "Could" items were listed and reviewed. This included funding support for the County Fair in the request for \$250,000 one-time to address inflationary increases for staff time, equipment, and entertainment costs.

A graph showing a historical look of Open Spaces General Fund Expenditures from 2019-2024 was presented.

Graphs were displayed showing the Open Space Sales Tax Fund Expenditures from 2019-2024, and the Recreation District Fund Expenditures from 2019-2024.

A line graph was presented showing the FTE by fund from 2019-2024. These funds included the General Fund, the Open Space Sales Tax Fund, and the Arapahoe County Recreation District Fund.

Areas of opportunity were listed and discussed.

The challenges and concerns were reviewed.

Commissioner commented on how reasonable the request for \$250,000 to assist with the funding to the County Fair was. Commissioner noted that the Fair should be a brand and a sense of pride for the County and is not intended to be profitable.

Presentation concluded without vote.

11:30 AM *Treasurer'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 Treasurer'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 Treasurer'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 Treasurer's Office were presented and discussed.

The "Have to" items were listed and reviewed. Staff discussed vertical movement problems. These items included the request for 2 FTE. 1 FTE would be a Manager for Deeds, Physical Collections, Business Analyst, and Tax System's Analyst and the request would be approximately \$135,000 ongoing. 1 FTE would be a Physical Collections Assistant/Administrative Assistant, and the request would be approximately \$65,000 ongoing.

The "Should" items were listed and reviewed. These items consist of projects that have minimal funding needs, revenue saving, or funding needed is uncertain. Treasurer's Office requested more robust communication from Treasurer's Office to the public, being 100% digital services capable, reducing the number of paper statements mailed out each year, and reducing the number of checks received each year.

Commissioner clarified bank credits and their usage.

The "Could" items were listed and reviewed. Staff included that the "Could" projects are technically outside of the Treasurer's Office, and the Public Trustee's Office, but that these items would still affect Arapahoe County. These items included the Public Trustee's Office statute problem, setting up procurement department, combining customer service, and opening a public bank.

A graph showing a historical look of Treasurer's Office General Fund Expenditures from 2019-2024 was presented.

A line graph was presented showing the FTE by fund from 2019-2024. The fund presented was the General Fund.

Areas of opportunity were listed and discussed.

The challenges and concerns were reviewed.

Commissioner asked staff regarding the “Should” items and approximately how many FTE the procurement department would need.

Presentation concluded without vote.

12:00 PM BREAK

1:00 PM *Commissioners’ 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 Commissioners’ 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 Commissioner’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 Commissioner’s Office were presented. Staff presented current statistics related to the County’s accessibility.

The current gaps and most critical needs were presented. The gaps and needs were reviewed based on the work of the office.

The “Have-to” items were presented. Staff discussed the need for an improved website. The need for an improved website and estimated costs were reviewed. Staff discussed the need for a mailing folder/insertor to better address complex mailing support.

The “Should” items were presented. Staff discussed the positional need for an Administrative Coordinator for the Commissioner’s Office. The duties of the position were reviewed. Staff also discussed the need to update the east and west hearing rooms regarding accessibility and technology.

The “Could” items were presented. Staff discussed the need for a videographer and the roles structure within the county. The position for an Economic Development Coordinator was reviewed to drive economic growth and mobility. Staff discussed the possibility of a customer relationship management system to improve customer engagement.

A graph showing a historical look of Commissioner’s Office General Fund Expenditures from 2019-2024 was presented.

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

Areas of opportunity were listed and reviewed.

Challenges and concerns were presented.

Commissioner asked staff about the issues with the website and issues within the hearing rooms. Commissioner also asked about the reasoning behind the customer relationship management system.

Commissioner provided feedback on the different requests and the urgency of some.

Presentation concluded without vote.

1:30 PM *County Attorney'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 County Attorney'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 County Attorney'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 County Attorney's Office were presented and discussed. Gaps within service were reviewed.

The "Have-to" items were presented. Staff discussed the need for at least one additional attorney FTE and one additional paralegal FTE. The County Attorney's Office is requesting additional funds in future years to cover increasing costs of liability and property insurance premiums, as well as increased costs including workers comp, auto property, and liability claims. The overall claim costs will increase an estimated \$300,000 per year.

The "Should" items were presented. These items included a one-time request for \$550,000 toward speakers for emergency alert system, an ongoing \$300,000 to be used for increases in insurance premiums which could have an additional increase each year, an ongoing \$250,000 for additional attorney and paralegal, a one-time request of \$90,000 for upgraded radios for ERT, and a one-time request for \$350,000 for security cameras.

A graph showing a historical look of County Attorney's Office General Fund Expenditures from 2019-2024 was displayed and discussed.

Graphs were displayed showing the Attorney's Office Self Insurance Liability Fund Expenditures and the Worker's Comp Fund Expenditures from 2019-2024.

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

Commissioner clarified the number of attorneys and paralegals currently employed with the County Attorney's Office.

Areas of opportunity were listed and discussed.

Challenges and concerns were presented.

Commissioner asked regarding space to ensure there is room for the additional FTE. Commissioner clarified with staff regarding funding for equipment, training, etc. for additional FTE. Commissioner also asked staff if the security related measures would be just for the administrative building or if it would be county-wide.

Commissioner asked staff about possible issues or concerns that may arise that was not addressed.

Presentation concluded without vote.

2:00 PM *Public Health 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 Health 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 Public Health 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 Public Health Department were presented and discussed. Services including Environmental Health, WIC (Women, Infant, Children Supplemental), Immunization Program, Sexual Health Clinic, Harm Reduction, and Community Health Improvement Plan. Staff provided information regarding the current funding for the department.

The "Have to" items were presented. Staff explained the importance of an increase to capacity in the WIC (Women, Infant, Children Supplemental) program. The request was for \$251,000 ongoing for 3 FTE. Staff presented another "Have to" item for Environmental Health services. The request was for \$465,000 over the next 3 years to continue the increase in inspector capacity. These funds would include

a total of 5 FTE; 1 FTE for FY26, 2 FTE for FY27, and 2 FTE for FY28. Public Health also requested \$150,000 ongoing for salary and benefits toward a Fund Industrial Hygienist.

The “Should” items were listed and reviewed. Staff provided information on Harm Reduction Outreach Sustainability and the request was \$100,000 ongoing for salary and benefits for 1 FTE (not adding new FTE). Staff discussed the Community Health Improvement Plan and requested \$230,000 ongoing for salary and benefits for 2 new FTE. The need for a Land Use and Build Environment Specialist was discussed. The request was for \$130,000 ongoing for salary and benefits for 1 new FTE.

The “Could” items were listed and reviewed. Staff explained the importance of support operations in the Child and Adult Immunization Program. The request was for \$253,000 ongoing for the purchase of vaccine. Sexual Health Clinic operations were discussed and the Public Health Department requested \$250,000 ongoing for clinic supplies. Staff requested the creation of a Medicaid Enrollment Specialist position to increase access to care for communities with higher needs and underserved populations. The request was for \$65,000 ongoing for the salary and benefits.

A graph showing a historical look of the Public Health Fund Expenditures from 2019-2024 was displayed and discussed.

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

Areas of opportunity were listed and discussed.

The challenges and concerns were reviewed.

Commissioner asked staff regarding grant funding availability for Community Health Improvement Plan.

Commissioner asked regarding the Harm Reduction Outreach Sustainability and the status of certain funding and what the potential looks like in the future.

Commissioner asked about prioritizing Harm Reduction versus the Food Security Network. Commissioner also clarified with staff regarding the sexual health clinic operations and the funding with the assumption there will be FTE to administer vaccines.

Commissioner commented regarding the 8.6 million people who are set to lose Medicaid and asked staff if there would be assistance from the state or federal agency.

Presentation concluded without vote.

3:00 PM *Motorcycle Training for Staff

Attachments: [Board Summary Report](#)
[Proposed Motorcycle Course Memo](#)
[AC 225 Individual Drive Track Release](#)

The purpose of this study session was to authorize Arapahoe County Sheriff's Office to conduct motorcycle training for county and city employees.

A background of the request was presented.

Staff provided background information regarding the motorcycle training for county and city employees.

Staff discussed the process of the training and that there would be little to no funds needed for the training.

Commissioner asked staff regarding the two-day training and the duration of the days. Commissioner clarified whether training would be opened to the public and the cost of the training. Liability concerns were raised.

Commissioner asked if there would be a certificate or endorsement issued upon completion of the training. Commissioner asked staff what would motivate individuals to sign up for motorcycle training.

Commissioner asked staff if the participant data would be tracked since funding would be covered through a grant.

Commissioner asked if there are other groups who conduct these types of trainings.

Commissioner Warren-Gully attended virtually.

4-0 in favor to authorize Arapahoe County Sheriff's Office to conduct motorcycle training for county and city employees. Commissioner Campbell absent and excused.

3:15 PM *ICMA Economic Mobility Grant Application

Attachments: [Board Summary Report](#)
[ICMA Grant Overview](#)
[Grant Evaluation Form - ICMA](#)

The purpose of this study session was to approve submittal for a grant application to the ICMA Special Assistants Program for Economic Mobility and Opportunity.

A background of the request was presented.

Staff provided background information regarding the ICMA Economic Mobility Grant Application.

Commissioner asked if Colorado has applied for the grant in the past.

4-0 in favor of application of the grant. Commissioner Warren-Gully appeared virtually. Commissioner Campbell absent and excused.

The meeting was adjourned.

***Virtual/Streamed**