



ARAPAHOE COUNTY

Carrie Warren-Gully, Chair, District 1
Jessica Campbell-Swanson, 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

Monday, May 6, 2024
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-asteriked (*) 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
Leslie Summey
Bill Holen

Others Present

Ron Carl
John Christofferson
Michelle Halstead
Cooney Sarracino
Melissa Valentine
Todd Weaver
Kim Williams
Keke Kosse
Jason Reynolds
Robert Hill
Tiffanie Bleau

9:00 AM Calendar and Board Updates

Michelle Halstead, Director, Commissioners' Office

11:30 AM E-Team Chair Update

Todd Weaver, Finance Director, E-Team Chair

Kim Williams, Chief Deputy, Treasurer's Office, E-Team Vice Chair

12:00 PM BREAK

STUDY SESSION TOPICS

1:00 PM *Introduction and Demonstration of Strategic Workplan

Attachments: [Board Summary Report Presentation](#)
[Strategic Workplan Master Spreadsheet](#)
[2023-2026 Strategic Plan](#)

The purpose of this study session was to provide an update on the next phase of the county's strategic plan framework, introducing and demonstrating the strategic workplan tool, and seek Board feedback and approval.

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

Commissioner Campbell-Swanson absent and excused. Commissioner Summey arrived at 1:07 PM.

Background of the strategic workplan was provided. Staff is requesting feedback from commissioners. A need for a centralized strategic plan and the 2024 goals were reviewed.

The focus of the strategic plan was listed (Good Governance, Increase Revenue, Sustainable Development, Housing, Economic Mobility, and Workforce).

The workplan was developed by receiving input from other County departments.

Program created by staff displayed categorized projects among departments. Staff displayed the program and demonstrated its functionality. Program was created by data received by departments. The direction was for departments to assign projects and goals to the focus areas of the strategic plan. The data comes from self-reported information from the departments, and commissioners asked about input and focus. Commissioners expressed their interest and satisfaction with the program.

Process and timeline for receiving quarterly updates were reviewed.

The different steps for the outcome measure were discussed (data collection, AI analysis and themes, department/office engagement, and board approval).

The timeline for the strategic workplan was presented. The tool would become a decision-making tool. The future uses of identifying areas of investment, storytelling, and silo demolition were listed.

Commissioners discussed the possible uses of the workplan and program and expressed their appreciation for the work from staff.

4-0 in favor to proceed on presented track. Commissioner Campbell-Swanson absent and excused.

Meeting went into Recess

2:00 PM *Kazmira Request for Support Letter and Marijuana Regulations Amendments

Attachments: [Board Summary Report](#)
[Proposed Letter of Support](#)

Meeting Reconvened

The purpose of this study session was to present and seek direction from the Board on the Kazmira proposal for a US Drug Enforcement Administration-regulated marijuana land use and to present the Kazmira request for a letter to the DEA expressing the County's support for Kazmira's application for a federal marijuana testing permit from the DEA.

Background of Kazmira's manufacturing and requests was presented. Kamira is requesting support for an application for a federal marijuana testing permit from the DEA. The Land Development code would need to be changed to allow for DEA authorized use.

Staff feels that BOCC could allow Kazmira's manufacturing under a permitted use.

Commissioners asked about separation of THC and Hemp production concerns. Further questions were asked about facility use and possible cultivation. Representatives from Kazmira addressed questions about manufacturing and expected use.

4-0 in favor of a letter of support. Commissioner Campbell-Swanson absent and excused.

4-0 in favor for staff to investigate land use regulations. Commissioner Campbell-Swanson absent and excused.

4-0 in favor to have staff draft an exception process. Commissioner Campbell-Swanson absent and excused.

2:30 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 Summey and duly seconded by Commissioner Holen to move 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 the following matters:

- 1. Retirement plan options for DA staff**
- 2. The ECMC hearing process for the Lowery Ranch CAP**

The motion passed 4-0. Commissioner Campbell-Swanson absent and excused.

The meeting was adjourned.

***Virtual/Streamed**