



Board Summary Report

File #: 26-307

Agenda Date: 6/16/2026

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To: Board of County Commissioners

Through: Michelle Halstead, Acting Director, Facilities & Fleet Management

Prepared By:

Ken Morris, Division Manager - Project Operations, Facilities & Fleet Management

Presenter: Ken Morris, Division Manager - Project Operations, Facilities & Fleet Management; Mary Jo Vobejda, Consultant Project Manager, Facilities & Fleet Management

Subject:

1:00 PM *Facilities Master Plan Project Update

Purpose and Request:

The purpose of this drop-in is to provide the Board an informational update on the status of the Facilities Master Plan project.

Alignment with Strategic Plan: Good Governance - Plan for future service, infrastructure, and fiscal needs.

Background and Discussion: Maximizing the use of County facilities and assets is an objective within the *Arapahoe Forward* strategic plan, under the goal of sustainable growth and infrastructure. To achieve that objective, it's important to develop a cohesive, countywide facility investment strategy that will create a roadmap for future investments in alignment with evolving demographics and service delivery needs. The 2026 adopted budget included funding for a Facilities Master Plan as part of the five-year capital improvement project (CIP) plan.

The multi-year master planning process has three phases: discovery and alignment (current phase) in 2026; modeling, testing, and prioritization of scenarios in 2027; and financial strategy, refined community engagement, and potential funding decisions in 2028. The County's annual leadership retreat in March 2026 presented a strategic opportunity to engage elected and appointed leadership in a conversation about the County's long-range facilities and service-delivery future. The direction and outputs provided from the meeting were synthesized in a report distributed to attendees and used by the project management team to anchor the scope of services and deliverables, ensuring that consultants are grounded in leadership vision. Retreat outcomes also were used to develop a project charter that informs collective expectations and guides decision-making through a cross-disciplinary team structure. This document was endorsed by the E-Team during their May 13, 2026, meeting. The FFM department is currently soliciting qualified consultants to provide master planning services. We anticipate completing the procurement process no later than early July.

Alternatives: N/A. This is an informational session.

Fiscal Impact: The first phase has been approved within the 2026 budget. The 2027 and 2028 phases will be refined and requested annually through the normal budget process.

Alignment with Strategic Implementation Strategies: N/A

Staff Recommendation: N/A. This is an informational session.

Concurrence: E-Team concurs with the project scope, timeline, project approach and team structure.