



ARAPAHOE COUNTY

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

Tuesday, July 23, 2024
1:00 PM

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
Leslie Summey
Bill Holen

Others Present

Ron Carl
John Christofferson
Michelle Halstead
Cooney Sarracino
Nathan Fogg
Larry Mugler
Cheryl Ternes
Jessica Williamson
Suzanna Dobbs
Lisa Hudson
Katherine Smith

STUDY SESSION TOPICS

1:00 PM *Amended IGA with City of Englewood for Emergency Management Services

Attachments: [Board Summary Report](#)
[Amended IGA](#)

The purpose of this study session was to present the amended IGA with the City of Englewood for Emergency Management services and request approval from the Board of County Commissioners to move forward to public hearing/consent agenda if supported.

Background of the request was presented. Because of employment restructuring and vacancies, a need for an amended IGA was proposed.

Commissioner asked staff about the budget and structural changes.

4-0 in favor of moving forward with amended IGA. Commissioner Campbell absent and excused.

1:15 PM *Proposed Revisions to the Location and Extent Review Process

Attachments: [Board Summary Report](#)
[Presentation](#)
[Proposed Land Development Code Changes](#)
[Proposed Development Application Manual changes](#)

The purpose of this study session was to provide the BOCC an opportunity to review and discuss the proposed changes before the formal amendment of the LDC and DAM. The Planning staff has 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. The attached presentation highlights specific areas for which staff requests BOCC discussion and direction. However, staff encourages the BOCC to review all aspects of the proposed regulations and welcomes comments and direction on the entirety of the proposed code amendments.

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

The purpose of the proposed changes to the Land Development Code was presented. The changes would amend the Location and Extent process.

State statutes pertaining to the changes were reviewed. Key provisions of the Location and Extent process were presented.

Staff reviewed other counties codes pertaining to Location and Extent. Some counties have no provisions while others are more extensive.

Proposed changes were presented by staff. Staff wanted to review location and construction of public and charter schools. Other proposed changes consist of making amendments to different exemptions and

procedural changes.

Issues and concerns with proposed changes were raised by staff.

Commissioner asked about why proposed changes to schools pertain only to public and charter schools.

Commissioner asked about a process to compare previous projects.

Presentation concluded without vote.

1:45 PM *Review of the SFY 2024-2025 Core Services Program Plan

Attachments: [Board Summary Report](#)
[2024-2025 Core Plan Final Budget Page](#)
[Draft Resolution](#)

The purpose of this study session was because the County Department of Human Services is statutorily required to have their Board of County Commissioners review and sign the Core Services Program Plan to receive funding for such services from the Colorado Department of Human Services. The County Director and the Placement Alternatives Commission are also required to sign the plan.

Background of the Core Services Program was presented. Services within the program were reviewed.

A chart for the Core Plan final budget was displayed, a copy of which has been retained for the record.

Different line items of the final budget were reviewed. Commissioner asked about clarification of a line item.

4-0 in favor to have Commissioner Warren-Gully sign the Core Services Program Plan. Commissioner Campbell absent and excused.

2:15 PM *East Colorado SBDC Annual Update

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

The purpose of this study session was to provide the Board with an annual update from their economic development partner, East Colorado Small Business Development Center (SBDC) Annual Update.

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

The services provided and who is served by SBDC was presented. The different stages of business that SBDC serves were listed.

A map of the region that is covered by the East Colorado SBDC was displayed.

The team and offices of the East Colorado SBDC were reviewed. Kudos of staff were discussed.

The fiscal impact of East Colorado SBDC was presented. A graph of year over year was displayed.

Upcoming events and webinars were discussed for profit and nonprofit.

Specialty programs provided by East Colorado SBDC were presented (continuing education for childcare providers, business for your creative arts, and SBDC Techsource).

Staff presented upcoming conferences.

Staff utilizes different tech tools to assist businesses.

The use of funds from East Colorado SBDC was reviewed. They provide consulting, recruiting, and small business training.

Presentation concluded without vote.

2:45 PM *ERA II Update and Adjustment

Attachments: [Board Summary Report Presentation](#)

The purpose of this study session was to review current data with the Board of County Commissioners and request further direction on the Emergency Rental Assistance program.

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

Background of the county's ERA funds were reviewed. Staff was previously instructed to research eviction prevention.

Emergency Rental Assistance funds are limited with roughly \$1.5 million remaining, and the county may only expend up to roughly \$120,460.81 for administrative costs.

Staff presented their two recommendations to open the rental assistance program to serve the residents of the City of Aurora and requests additional American Rescue Plan Act (ARPA) allocation of \$300,000.

Commissioners asked questions regarding concerns with distributing funding towards Arapahoe County residence and those in Aurora.

BOCC discussed the use of ARPA funding and ERA funding and ensuring its use in the county so it will not be returned to the federal government.

4-0 in favor to allocate \$300,000 of ARPA funding to administrative costs. Commissioner Campbell absent and excused.

4-0 in favor to allow staff flexible funding for Arapahoe County and Aurora. Commissioner Campbell absent and excused.

The meeting was adjourned.

***Virtual/Streamed**