



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

**Monday, April 27, 2026**  
**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](http://arapahoe.legistar.com). Meetings marked with an asterisk (\*) can be attended virtually via [arapahoe.legistar.com](http://arapahoe.legistar.com) while non-asterisked (\*) 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](mailto:kdavis2@arapahoegov.com) with questions about the agenda.*

*Arapahoe County is committed to making its public meetings accessible to persons with disabilities. If you need special accommodations, please contact the Commissioners' Office at 303 795 4630 or Relay Colorado 711 at least 3 days in advance to make arrangements.*

**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  
Phillip Savino  
Nikki Rosecrans

**9:00 AM Calendar and Board Updates**  
**Michelle Halstead, Director, Commissioners' Office**

**12:00 PM BREAK**

## STUDY SESSION TOPICS

1:00 PM \*Acceptable Use Policy for Computers and Related Technology

**Attachments:** [Board Summary Report](#)  
[AC Decision Support Framework](#)  
[Computer Usage Policy](#)

The purpose of this study session was for the Arapahoe County Information Technology (IT) to request that the Board of County Commissioners approve the updated Acceptable Use Policy for Computers and Related Technology (AUP), which establishes clear expectations for the appropriate use of County Computing Resources - including computers, mobile devices, networks, internet access, email, applications (such as Software-as-a-Service (SaaS), web-based platforms, low-code/no-code solutions, and Artificial Intelligence (AI) tools), and other technology systems used to conduct County business.

A background of the request was presented.

Staff discussed the process to update the AUP. The last AUP was updated in 2021.

Language has been included to incorporate updates within technology that have changed throughout the past 5 years.

Staff are requesting that BOCC review the updated AUP and approve that it moves forward to formal adoption with a resolution number.

5-0 in favor of the request.

1:15 PM \*Facility Space Requests and Funding for Human Resources and Finance Department Office Configurations

**Attachments:** [Board Summary Report](#)  
[Proposed Space Updates](#)

The purpose of this study session was to ask the Board to consider facility space requests and funding for the Human Resources and Finance departments to support additional FTEs as approved in the 2026 budget.

A background of the request was presented. There were 3 FTE added in the 2026 budget within FFM and HR departments.

The requests were outlined for converting a conference room within the Information Technology department for shared Human Resources office space, converting the Longs Peak conference room into a shared Human Resources office space and converting an attorney office space to Finance Department group workspace. The funding request would approximately \$320,000 which would be coming from the project savings from the Completed Space Study Consolidation Project. These conversions would create 6 new workspaces for Finance department, and 10 new

workspaces for HR department.

HR Director explained the need for additional personnel space.

Commissioner clarified that discussions were held with IT department and County Attorney's office.

Commissioner requested an explanation regarding the location for these projects.

5-0 in favor of the request.

Commissioner asked regarding the timeline for the projects.

### **1:30 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 Baker and duly seconded by Commissioner Campbell that the Board go into executive session pursuant to sections 24-6-402(4)((b)&(e) of the Colorado Revised Statutes to develop strategy and instruct negotiators, and receive legal advice, regarding:**

- 1. The proposed MOU between the County and the DA, and**
- 2. An IGA with Cherry Creek Schools for school resource officers, and**

**Further, 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:**

- 1. A request for reconsideration of the State Sunlight/Long oil and gas facility use by special review administrative permit, and**
- 2. The provision of fire protection services in unincorporated Arapahoe County.**

**The motion passed 5-0.**

**The meeting was adjourned.**

**\*Virtual/Streamed**