



# Arapahoe County

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## Board Summary Report

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**File #:** 25-336

**Agenda Date:** 7/28/2025

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**To:** Board of County Commissioners

**Through:** Michelle Halstead, Director, Commissioners' Office

**Prepared By:**

Chris Henning, Deputy Director, Communications' Office

**Presenter:** Chris Henning, Deputy Director, Communications' Office

**Subject:**

1:00 PM \*Updated 2025 Community Engagement Planning Guide

**Purpose and Request:**

Commissioners are asked to formally approve and adopt the updated Arapahoe County Community Engagement Planning Guide.

**Background and Discussion:** Community engagement is critical for commissioners to better understand what is most important to Arapahoe County residents. Engagement is characterized by the use of a variety of tools and philosophies that enlist the public in understanding, thinking about, influencing and contributing to County initiatives, plans, actions, decisions and processes. Community engagement can inform community members about County matters, help people understand how and why decisions are made, give people a voice in the community, and enlist help in shaping decisions.

The Arapahoe County Community Engagement Planning Guide (Plan) helps Arapahoe County employees strategically plan outreach activities that meet the specific business needs of various departments and offices. The plan provides for a variety of tools, activities and philosophies that can be deployed to engage stakeholders at many levels. This plan helps standardize and streamline engagement opportunities across the County.

The Plan was originally published in 2022. This 2025 update makes minor updates to the list of available engagement tools. The guide is used by staff to strategically plan outreach and engagement efforts with

residents and specific stakeholders. The guide provides an overview of outreach tools and philosophies that enlist the public in understanding, thinking about, influencing and contributing to County initiatives, plans, actions, decisions and processes. The June 2025 update includes an updated chart of available electronic tools to help with engagement efforts.

**Fiscal Impact:** None.

**Alternatives:** The Board could opt not to approve the updates or request additional updates.

**Alignment with Strategic Plan:**

- ☐ Be fiscally sustainable
- ☐ Provide essential and mandated service
- ☒ Be community focused

**Staff Recommendation:** Staff recommends a brief discussion and approval of the updated plan.

**Concurrence:** The plan has been shared with E-Team for review and approval.