



Carrie Warren-Gully, Chair, District 1  
Jessica Campbell-Swanson, District 2  
Jeff Baker, Chair Pro Tem, District 3  
Leslie Summey, District 4  
Bill Holen, District 5

# Arapahoe County

## Board of County Commissioners Study Session

### Meeting Minute Summaries

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**Monday, June 5, 2023**

**Administration Building  
5334 S. Prince St.  
Littleton, CO 80120  
West Hearing Room**

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*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-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](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.*

**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**

### **STUDY SESSION TOPICS**

12:00 PM \*Requesting Petty Cash for Open Spaces Department

**Attachments:** [Board Summary Report](#)

Presenter: Heather Lin, Accounting Manager

The purpose of this study session was to request that the Board of County Commissioners provide

approval for the establishment of petty cash funds for Open Spaces per financial policy. The purpose of this request is to make available, as necessary, cash in reasonable amounts for CSU Extension to give out cash prizes as approved by the Arapahoe County Fair Planning Committee at the Arapahoe County Fair.

The purpose of the request was explained.

The total amount requested was \$4,000.

The Board agreed with the request as presented. This item will be placed on an upcoming agenda for formal approval.

### **12:15 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 Holen 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. Complaint regarding Planning Commission and its decision on the Location and Extent application for the Lakeview Park cell tower;**
- 2. Settlement of the Garcia worker's comp and employment claims;**
- 3. Indemnification of Sheriff deputies in Kolak v. Sheriff;**
- 4. Addressing defamation claims on behalf of Human Services staff.**

**The motion passed 5-0.**

**The meeting was adjourned.**

**\*Virtual/Streamed**