



Carrie Warren-Gully, Chair Pro Tem, District 1
Nancy Sharpe, District 2
Jeff Baker, District 3
Nancy Jackson, Chair, District 4
Bill Holen, District 5

Arapahoe County

Board of County Commissioners Study Session

Meeting Minute Summaries

Tuesday, September 21, 2021

**Administration Building
West Hearing Room**

****Specific to COVID - The members of the Board of County Commissioners may choose to attend study sessions virtually or in person. The public may attend study sessions marked with an asterisk (*) by following this link (<https://arapahoe.legistar.com>) and clicking the "In Progress" link located under the Audio/Video column to watch and listen to the live stream. These study sessions can only be attended virtually by the public due to the current social distancing requirements. The public may attend study sessions/administrative meetings that are not marked with an asterisk (*) in person only. These study sessions/administrative meetings are held in the West Hearing Room on the main floor of the County Administration Building, 5334 South Prince Street, Littleton, CO 80120. 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.*

***** Non-COVID *****

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 items for discussion are included on this agenda. Meeting agendas (except for executive session agendas) are available at arapahoegov.com/agendas.

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 gtrost@arapahoegov.com with questions about the agenda.

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STUDY SESSION TOPICS

10:00 AM *Senior Resources Transportation/Chore Program

Attachments: [Board Summary Report](#)

The purpose of this study session is to provide information to the Board of County Commissioners on our senior programs and to seek direction regarding the future of the Transportation and Chore Services Programs (DRCOG).

History, background, and costs of the programs were discussed.

County match of the funding of DRCOG of Arapahoe and neighboring counties were discussed.

Statistics regarding the population of Arapahoe county seniors and those utilizing DRCOG services were reviewed.

Commissioner Holen expressed concerns giving up direct contact with contractors and requested having some sort of liaison with the DRCOG team.

There was a discussion regarding whether the county should continue managing the DRCOG transportation contract or allow DRCOG take over the management of that contract.

Potential board members for the VIA board were discussed.

Commissioner Baker expressed interest to phase out of the transportation funding; the contract for which was described to expire next year.

All commissioners expressed support.

10:30 AM *Traffic Operations Policies and Procedures Manual Update

Attachments: [Board Summary Report](#)
[Traffic Operations Policy and Procedures manual DRAFT 090721.docx](#)
[BOCC study session TOPP update 090321.pptx](#)

The purpose of this study session is to present to the BOCC the revised draft version of the Traffic Operations Policies and Procedures Manual (TOPP). The manual, last revised in 2017, has recently been reviewed and the draft version is presented for discussion. Staff will highlight the notable changes compared to the current 2017 Manual to both inform the BOCC and seek feedback on proposed policy changes. The Transportation Division would also like to obtain support from the BOCC to have the TOPP manual adopted by the BOCC during a General Business meeting after a brief presentation by staff.

A PowerPoint presentation was presented, a copy is retained for the record.

The 2021 Traffic Operations Policy and Procedures Manual was presented.

The purpose and limitations of the traffic operations policy and procedures manual was discussed.

A summary of changes were presented and discussed.

There was discussion regarding special warning traffic signs.

Commissioner Jackson inquired if there was a charge for special use permits.

There was discussion regarding special events policy.

Commissioner Baker inquired the process to review right-of-way striping in a given area.

Commissioner Baker inquired how public input would be handled and asked what the process would be for unforeseen exceptions for local improvements.

11:30 AM *Proposal for Updating Engineering Permit Fees

Attachments: [Board Summary Report](#)
[Updated Engineering Permit Fees 2021](#)
[Permit Fee Comparisons](#)

The purpose of this Study Session is to provide the Board of County Commissioners (BOCC) with a proposal for updating fees charged by the Engineering Services Division and to get direction from the BOCC on whether to proceed with the next steps required as part of the fee revision process.

A PowerPoint presentation was presented, a copy will be retained for the record.

Background regarding engineering permits and related fees were discussed.

There was discussion of pavement impact fees.

Proposed fee changes were discussed.

The topic will be added as a general business item, targeting November 9th.

12:00 - 1:00 PM BREAK

1:00 PM *ARPA Funding Discussion

Attachments: [Board Summary Report](#)

The purpose of this study session is to consider a draft funding allocation approach and evaluation criteria for the County's American Rescue Plan Act (ARPA) dollars.

A PowerPoint presentation was presented, a copy is retained for the record.

Background of the American Rescue Plan Act was discussed.

Funds appropriated to the county were presented.

Previous stakeholder meetings and feedback themes were discussed.

Available funding allocations were discussed.

Commissioner Jackson inquired how the revenue loss calculation was calculated.

Funding and revenue loss to the General Fund Balance was discussed.

There was discussion regarding proposed evaluation criteria.

There was discussion regarding proposed bucket priorities.

Commissioner Sharpe expressed concern for creating dependencies on programs proposed by the ARPA allocation.

Next steps for the allocation process was discussed.

There was discussion on whether there was enough information regarding the projects that ARPA funds would be allocated to.

2:30 PM *District Attorney's Office 2022 Budget Request

Attachments: [Board Summary Report](#)
[Presentation](#)
[Final by County](#)

The purpose of this study session is to update the Board of County Commissioners (BOCC) on 2021 activities of the Office of the District Attorney and to present the 2022 County budget request of the Office. It will be included in the 2022 budget requests reviewed by the Executive Budget Committee and recommended for approval by the Board.

A PowerPoint presentation was presented, a copy is retained for the record.

The DA Office budget growth by judicial district was presented.

Crime rate and court case filing statistics was presented.

Budget requests for the DA's office was discussed.

There was discussion regarding the 18th district salaries vs neighboring districts.

***Virtual/Streamed Only**