



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, August 9, 2022

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

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Commissioners Present

Carrie Warren-Gully
Nancy Sharpe
Jeff Baker
Nancy Jackson
Bill Holen

Others Present

Michelle Halstead
Taylor Hendrix
Katherine Smith
Stephanie Piko
Patrick Fleming
Tiffanie Bleau
Elisha Thomas
Patrick Hernandez
Todd Weaver
Dusty Sash
Lisa Fedak
Phil Savino
Lisa Vantine
Selina Baschiera
Bridget Gurule
Shannon Carter
Mark Nicastle
Patrick O'Neil
Stephanie Charlton
Dr. Kelly Lear

Mary Vanderhoof
Adriane Hackett
Leslie Myers
Terri Syrpes
Dominique Rideout
Julie Weaver
Jennifer Cooley
Rachel Beck
John Gustafson
Jay Calderone
Linda Mitchell
Heather Lin
Rebecca Doane
PK Kaiser
Bryan Weimer
Cheryl Ternes
Tyler Brown
Josh Phillips
Michelle Frishman

STUDY SESSION TOPICS

11:30 AM *City of Centennial Outreach Liaison IGA proposal

Attachments: [Board Summary Report](#)
[Draft Job Description](#)
[Draft IGA](#)

The purpose of this study session was to propose to the Board an Intergovernmental Agreement (IGA) with the City of Centennial for a Centennial Homeless Liaison position.

Katherine Smith, Community Resources, gave a background of the request and reviewed the outline of the intergovernmental agreement.

Mayor of Centennial Stephanie Piko, spoke on the need to provide more resources for the homeless population in Centennial.

The proposed responsibilities and outlook of the Outreach Liaison position was reviewed.

The transition from the current Tri-Cities Coordinator to the Outreach Liaison was reviewed.

The need to take action to help find solutions for the homeless population was discussed extensively.

The annual plan for the position was discussed.

The current resources Centennial provides for the homeless population and potential services to be added in the future were reviewed and discussed.

The hiring process was reviewed.

The Board was in agreement with request as presented.

A timeline was provided of the next steps.

12:00 PM BREAK

1:00 PM *2023 Total Compensation

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

The purpose of this study session was to provide information and receive direction for 2023 Total Compensation package.

A Power Point was presented, a copy which has been retained for the record.

Total compensation philosophy was reviewed, which included compensation, benefits, work-life success, performance recognition and development and career opportunity.

2022 Market Value for benefits was reviewed.

Medical renewal and updates for medical plans for 2023 was reviewed.

Commissioner Holen joined the meeting virtually.

Staff discussed the benefit of having two medical plans available for employees. The E-Team has recommended against one plan only.

The possibility of offering an HSA was mentioned.

The Board agreed with keeping two medical plans for employees.

The dental renewal for 2023 was reviewed.

The use of the reserve funding for dental was explained.

The Board was in agreement with using the reserve for dental.

Human Resources roles expanding was reviewed along with employee's expectations changing.

The Working on Wellbeing program was reviewed.

Two new benefits to support employee well-being were reviewed.

Staff reviewed the retirement contribution. Staff proposed raising the County's contribution from 9% to 9.25%

The Board agreed.

Human Resources has requested a quote for the FSA/HRA/COBRA (RFQ) through the counties broker, Lockton, due to employee dissatisfaction.

Staff reviewed the proposed holiday schedule for 2023 and requested approval from the Board.

The Board agreed with the schedule as presented.

Changes to long-term disability benefits were reviewed.

The following compensation market topics were discussed:

- 2022 Labor market
- Market timeline
- Market indicators on pay
- Reclassifications of 12 jobs
- Market/structure adjustments
- 2023 anticipated pay increases
- Merit adjustments

Staff presented a request to increase the starting rate for Motor Vehicle and to apply compression up through Sr. Motor Vehicle Specialist and Lead Motor Vehicle Specialist.

The Board agreed with the request as presented.

Market and structure adjustments for sworn positions in the Sheriff's office were reviewed.

Specialty pay for the Arapahoe County Sheriff's Office was reviewed.

Market and structure adjustments for communications technicians in the Sheriff's Office were reviewed.

Commissioner Holen was absent and excused as of 2:30 PM.

Total compensation for 2022 was reviewed.

Benefit option 1 and 2 and compensation option 1 and 2 were reviewed.

Todd Weaver, Finance Director, reviewed the budget.

Staff presented the Board with two compensation and two benefits options and requested the Board decide which options to move forward with.

There was extensive discussion on pros and cons of each option and the outcome of delaying the decision to a later date.

The Board is in agreement with benefit option 1 and directed the Executive Budget Committee to try and work in compensation option 1. 4-0 Commissioner Holen was absent and excused.

3:00 PM *Funding for High Line Canal Tree Risk Assessment

Attachments: [Board Summary Report](#)
[Funding Application](#)
[OSTAB Recommendation](#)

The purpose of this Study session was for representatives from High Line Canal Conservatory to present a joint funding proposal to perform a new tree risk assessment along the entire length of the High Line Canal. Staff and the Open Space and Trails Advisory Board (OSTAB) support the proposed project and recommended that the Board approve up to \$70,000 in Open Space Acquisition and Trail Development funding.

Commissioner Holen was absent and excused.

Shannon Carter, Open Spaces Director, gave a background on the High Line Canal Tree Assessment program.

A Power Point was presented, a copy of which has been retained for the record.

Tree canopy background was reviewed.

The importance of maintaining the tree canopy was reviewed.

Difficulties the tree canopy are enduring was reviewed.

Tree canopy progress and investment was reviewed.

The purpose of the 2022 canal-wide tree risk assessment was reviewed.

The funding request was reviewed.

The responsibility of pruning and removal of the trees was discussed.

It was stated that the pruning and removal of trees is currently contracted out.

The planting of the trees is currently volunteer based.

The Board agreed with the request as presented. Commissioner Holen was absent and excused. 4-0

The meeting was adjourned.

***Virtual/Streamed**