



BOARD OF COUNTY COMMISSIONERS BUSINESS MEETING
TUESDAY, FEBRUARY 18, 2025
AGENDA

Tuesday, February 18, 2025

1:30 PM

Hearing Room

Invocation – Jason Van Divier

1:30 PM

1. Call to Order

- a. Pledge of Allegiance
- b. Attorney Certification of Agenda
- c. Commissioners Disclosure for Items on This Agenda

2. Ceremonies/Proclamations

- a. Payment in Lieu of Taxes (PILT) Federal Funding Provided to Fire Protection Districts Assisting in Coverage of the Pike National Forest Lands in Douglas County.

Approve, acknowledge, and distribute checks to the fire districts represented at the meeting.

— *Emergency Management*

Michael Alexander, Director, Emergency Management

Beginning in 2002 and every year thereafter, Douglas County has provided supplemental funding for the five (5) fire districts that respond to incidents in the Pike National Forest area of Douglas County. These districts are the Jackson 105 Fire, Larkspur Fire, Mountain Communities Volunteer Fire, North Fork Fire, and West Douglas Fire.

For 2025, the County approved \$100,000 to be distributed amongst the six (6) districts. These districts responded 151 times to the Pike National Forest in 2024. The 2025 distribution is based on a cost per call set at \$662.00. The final numbers were rounded to distribute an even \$100,000.00 as follows:

Jackson 105 Fire	16 calls	\$ 10,598.33
Larkspur	10 calls	\$ 6,626.34
Mountain Communities	52 calls	\$ 34,430.33
North Fork Fire	37 calls	\$ 24,500.33
West Douglas Fire	33 calls	\$ 21,852.33
West Metro Fire	3 calls	\$ 1,992.34
TOTAL		\$100,000.00

- b. Resolution Recognizing School Resource Officers.

Approve Resolution.

Douglas County Commissioners

Your Douglas County community is served by the largest School Resource Office team in the state. The Douglas County Sheriff’s Office employs 43 officers who protect every elementary, middle, and high school in unincorporated Douglas County. The Board of Douglas County Commissioners is proud to invest in this program annually and to recognize these specialized officers with School Resource Officer Appreciation Week Feb. 17-21.

Attachments: [SRO Recognition February 18](#)

3. Consent Agenda

a. Approval of Vouchers February 18, 2025

Approval. — *Finance Department*
Andrew Copland, Director of Finance

The attached printout lists vouchers and electronic funds transfers requiring Board approval.

Vouchers	\$ 14,181,667.85
Electronic Funds Transfers	\$ 1,000,000.00
Handwritten Checks	\$ 4,397,258.87
Purchasing Card Charges	\$
Election Judges	\$
TOTAL:	\$ 19,578,926.72

All vouchers, electronic fund transfers, and election judge payments have been approved and signed by a department authorized signer or an elected official. The department authorized signer or an elected official acknowledges the item or service is within the approved budgetary spending authority (Colorado Revised Statutes Title 29, Article 1) and is pursuant to Douglas County policies.

Attachments: [02.18.25 BOCC](#)

b. Following the Recommendation of Assessor’s Office to Settle BAA Appeal.

Approval of the Settlement Agreement as Recommended by the Assessor’s Office and to Authorize the Douglas County Attorney’s Office to Sign the Proposed Stipulation. — *County Attorney*
Ashley Chamberlain, Paralegal

The Assessor's Office has requested a reduction in value for the following property. The values of the subject property has been appealed from the Board of County Commissioners (“BOCC”) sitting as the Douglas County Board of Equalization (“BOE”) to the State Board of Assessment Appeals (“BAA”). This case may not be settled without approval of the BOCC. The Attorney's Office will need settlement authority from the BOCC before signing the stipulation with the taxpayer. The information in this memo is a summary of the settlement justification offered by the Assessor's Office.

Attachments: [Board Memo 2.18.25](#)

- c. Purchase of Replacement Ballistic Vests for Douglas County Sheriff’s Office Commissioned Staff Under Galls GSA Contract #47QSWA21D008H in the Amount of \$164,043.40.

Request the Board approve the issuance of the purchase orders to Galls under GSA Contract #47QSWA21D008H for the replacement of 76 ballistic vests and plates for 76 commissioned officers. — *Sheriff*

Captain Troy McCarty

For 2025, the Douglas County Sheriff’s Office needs to complete the replacement of (76) ballistic vests and plates for our commissioned staff. The vest and plates have a five-year warranty which is tracked by Professional Standards when the replacements are due. All pricing is based upon Gall’s GSA Contract #47QSWA21D008H for Point Blank Carrier and Plates which is attached. The breakdown by fund is below:

General Fund - \$89,392.45
LEA Fund = \$57,544.40
School Resource Fund = \$25,383.10

Sufficient funding is included in the 2025 Adopted Budget. Individual purchase orders will be submitted to Purchasing upon approval by the BOCC to move forward.

Attachments: [Galls GSA Contract](#)
 [Galls Armor Quote](#)

- d. 2024 FY State Criminal Alien Assistance Program Funding Award Acceptance in the Amount of \$94,061.00.

Request that the Board approve acceptance of the 2024 SCAAP award. — *Sheriff*
Captain Phil Domenico

The Sheriff's Office continues to submit a yearly funding application, with the assistance of Justice Benefits, Inc. (JBI), to the Bureau of Justice Assistance for SCAAP funding. The application is based on personnel costs incurred for housing illegal aliens at the Douglas County Detention Facility. On January 16, 2025, a funding award to Douglas County in the amount of \$94,061.00 was announced pertaining to the 2024 FY application.

Based on this award amount, \$15,049.76 (16%) is due to Justice Benefits, Inc. per the contractual agreement for compiling and preparing the inmate and personnel data for the application. This payment to JBI may not be paid from the grant award and, therefore, is requested to be approved and added to the Detentions Division budget as supplemental funding to enable payment of the invoice to JBI.

It is anticipated that the funds will be utilized for inmate health care costs. The acceptance process is electronic, so there are no signatures required.

Attachments: [Award Package FAW-187975](#)

- e. 2025 Tyler Technologies Software Maintenance Purchase Order per the Approved Software Renewal Agreement Dated December 18, 2023, with Costs Shared by the Douglas County Emergency Communications Services Authority in the Annual Amount of \$576,402.29 with the County Portion Amount at \$324,375.42 and the Douglas County Emergency Communications Services Authority Portion Amount at \$252,026.87.

Request that the Board approve the request for a purchase order to Tyler Technologies in the amount of \$324,375.42 for the 2025 software renewal maintenance portion for the Douglas County Sheriff's Office. — *Sheriff*
Lieutenant Kirk Ring

The attached purchase order request is for the Douglas County Sheriff's Office portion of the 2025 Software Maintenance as outlined in the Approved Renewal Agreement dated December 18, 2023. The total agreement cost is \$576,402.29 with the Douglas County Sheriff's Office portion being \$324,375.42 and the Douglas County Emergency Communications Services Authority (DCECSA) paying the remaining amount of \$252,026.87.

Attachments: [PO2025 Tyler Technologies \\$324,375.42](#)

- f. Sixth Amendment to the Allied Universal Security Services Public Contract for Services for 2025 Justice Center and County Building Security in the Amount of \$1,206,532.00. Request that the Board approve and sign the Sixth Amendment through DocuSign. — *Facilities and Fleet & Emergency Support Services*
Captain Philip Domenico

On January 11, 2022, the Board of County Commissioners awarded RFP #045-21 to Allied Universal Security Services. Four one-year options to extend the related agreement were included for the following:

- 1) Robert A. Christensen Justice Center
- 2) Highlands Ranch Substation (HRSS)
- 3) Wilcox Building, Miller Building, and the parking structure
- 4) Park Meadows Motor Vehicle Office
- 5) Highlands Ranch Motor Vehicle Office
- 6) Human Services Building
- 7) Lansing Point

This Sixth Amendment increases guard service at the Wilcox Building and Miller Building from January 13, 2025, through June 1, 2025, for the Wilcox remodel project. Additional service to pay guards for lunch (\$6,677.55). Additional guard service for September through December 2025 for Elections to have a guard during the election period (\$19,310.85), and increases the Maximum Contract Liability from \$1,180,543.20 to \$1,206,532.

Adequate funding is appropriated in the 2025 adopted budget for the Sheriff's Office and Facilities Management, and separate purchase orders will be processed accordingly upon approval of the Sixth Amendment.

Attachments: [2025 Sixth Amendment Allied Security_02042025](#)

g. 2024 Equitable Sharing Agreement and Certification Report.

Request the Board approve the electronic submission of the 2024 ESAC report. (Note: Despite the signature lines in the documents, signatures are not actually required for submission, however, for recordkeeping purposes the document is being processed via DocuSign). — *Sheriff*

Sonia Steranko, Budget & Logistics Manager

The U.S. Department of Justice requires that all state and local law enforcement agencies participating in the Equitable Sharing Program submit an ESAC report each year delineating the use of federal forfeiture funds received and expended. The report for the 2024 calendar year must be submitted electronically by February 28, 2025 for the Douglas County Sheriff's Office to remain in compliance and to be eligible to receive future distributions of forfeited funds.

All expenditures reflected on the 2024 ESAC report fell within the federal guidelines in terms of permissible uses of the funds received and were approved by the Douglas County Sheriff's Office Seizure Board.

Attachments: [2024 ESAC County Approval_013025](#)

h. Purchase Order for the County's Portion of Funding for Douglas County Colorado State University Extension as Approved in the 2025 Budget in the Amount of \$484,100.00.

Approval of the \$484,100.00 Purchase Order for Douglas County Extension Services. — *Facilities and Fleet & Emergency Support Services*

Tim Hallmark, Facilities, Fleet & Emergency Support Services

The Memorandum of Understanding between Colorado State University and Douglas County for Extension Services was updated in 2018 and continues in full force and effect unless either party terminates the MOU. The County funding pays for a portion of salary costs based upon an agreed-upon formula and provides a set amount for annual operation. The County is involved on a quarterly basis and reimburses CSU for Extension services based on actual expenditures up to the Purchase Order amount that was approved in the County's 2024 annual budget. The budgeted amount for 2025 remained the same as the 2024 budgeted amount.

Attachments: [DC-MOU-CSU Extension](#)

- i. Purchase Orders to HSS Security Systems Integration for Various Access Control & Security Camera Upgrade Projects Approved in 2025 Adopted Budget in the Amount of \$331,405.00. Approval of purchase order to HSS Security Systems Integration for the procurement and installation of security cameras and panels for various 2025 approved projects for a grand total of \$331,405.00. — *Facilities and Fleet & Emergency Support Services*
Jason Petalas, Safety and Security Manager

The Security Division of Facilities, Fleet & Emergency Support Services received approval in the 2025 Adopted Budget to complete a variety of security projects, including replacing discontinued access control panels and upgrading security cameras, various security components, and labor. In 2019, the department completed the Invitation for Bid process for security components (IFB #037-19) and cameras (IFB #036-19). Upon review of the respective bid responses, each bid was awarded to HSS Security Systems Integration.

Purchase orders for 2025 to be completed are for the following projects:

Elections - Camera/Access Control Replacement	\$29,750.00
CSU Extension office - Added Security Equipment	\$6,630.00
Justice Center Panel Refresh	\$35,430.00
Justice Center Phase 4 - Camera Replacement & Licenses	\$146,340.00
Parker Yard - Security Camera Replacement	\$41,200.00
Fairgrounds - Security Camera Replacement	\$39,980.00
Annual Preventative Maintenance - Package #2	\$15,200.00
Equipment Stock	\$16,875.00
Grand total of purchase orders to HSS Security Systems	= \$331,405.00

- Attachments:** [DougCo JC 2025 quote rev1](#)
[DougCo Elections quote](#)
[DougCo CSU 2025 quote](#)
[DougCo JC Panel Refresh 2025 quote](#)
[DougCo Parker Yard quote](#)
[DougCo Fairgorunds ALL quote rev1](#)
[DougCo service quote](#)
[DougCo ACC7 licenses Equipment box sale quote](#)

- j. Acceptance of a Secondary Storm Drainage Easement from Stander, LLC for Chatfield Industrial Park - Block 1 - Lot 7 - 1st Revision (3900 Norwood Drive) to Provide Access to the Private Stormwater System to Perform Maintenance in the Event the Owner Fails to Adequately Maintain said Facilities, Douglas County Project No. DV2023-193.

Approval of the Storm Drainage Easement — *Department of Public Works Engineering*
Chuck Smith, Engineer III

This Storm Drainage Easement is located on Chatfield Industrial Park - Block 1 - Lot 7 - 1st Revision (3900 Norwood Drive) and encompasses swales, pipes, and a detention/water quality pond. The stormwater infrastructure serves the site improvements. This Storm Drainage Easements will provide Douglas County access to the private stormwater system to perform maintenance in the event the owner fails to adequately maintain said facilities.

- Attachments:** [Chatfield Industrial Drainage Easement](#)

- k. Acceptance of General Warranty Deed from Edward Boyd and Nadine Boyd Regarding Right-of-Way for the West I-25 Frontage Road Relocation Project, in the Amount of \$88,660.00; Douglas County Project No. CI 2020-015.

Staff recommends the BCC approve the right-of-way acquisition and authorize the Chair to accept and record the GWD. — *Department of Public Works Engineering*
Dirk Zender, Real Property Acquisition Specialist II

On August 13, 2024, the Board of County Commissioners approved a Construction Contact with Holcim-WRC to relocate the West I-25 Frontage Road from the east side of the BNSF railroad tracks to the west side to increase roadway safety and enhance mobility (the “Project”). The County is responsible to construct the portion of the relocated frontage road (referred to as Dawson Trails Blvd) between Tomah Road and the Town of Castle Rock’s municipal boundary approximately 1 mile to the north, which will then ultimately tie into the future I-25/Crystal Valley Parkway Interchange.

The Project was bid with an additional Schedule B to add improvements to the Tomah Road/Bear Dance Drive Intersection consisting of minor widening of Tomah Road, a mill and overlay of the existing roadway pavement section and a slight realignment of Bear Dance Drive (the “Additional Project Improvement”). In order to construct and maintain the Additional Project Improvements, the County needs to acquire additional roadway right-of-way from a parcel of real property owned by Edward Boyd and Nadine Boyd (“Boyd”). County staff has discussed the Additional Project Improvements with Boyd and reached agreement on the acquisition of the right-of-way.

Attachments: [I-25 Frontage Rd.Boyd GWD](#)

1. FY2024 RMHIDTA Grant Modification #4 Decreases the Amount by \$29,141.90 with a New Total Amount of \$1,344,063.04.

Request the Board Chair review and approve the modification by signing where indicated. — *Finance Department*

Andrew Copland, Director of Finance

Douglas County serves as the fiscal agent for the Rocky Mountain High Intensity Drug Trafficking Area (RMHIDTA) and as such is required to accept the annual grant award as well as any modifications to the original grant award made by the national HIDTA program.

Modification 4 made to the 2024 award decreases the award by \$29,141.90 which now totals \$1,344,063.04. These funds were reprogrammed to Adams County for major DTO expenditures. Modifications require the approval of the BOCC.

Attachments: [Mod Ltr Version 4 G24RM0004A](#)

4. Citizen Comments / Organization Comments - If Time Allows

- At this time, you are welcome to comment about any topic other than those that appeared on today's agenda. This is an opportunity to share your thoughts and ideas with us.
- Please state your name and where you reside prior to making comments. You will have up to 3 minutes.
- Obscenity and any comments calling for criminal or violent action are prohibited.
- Commissioner comments, if any, will follow all citizen comments.

5.. Commissioner Comments

6. Other Business

7. County Manager

8. Adjournment

The Next Business Meeting Will be Held on Tuesday, March 11, 2025 @ 1:30 p.m.