

**TO:** The Board of County Commissioners  
**FROM:** Douglas J. DeBord, County Manager  
**DATE:** January 28, 2025  
**RE:** County Manager Report

- **Inspired by a teenager in your life? Nominate them for the 2025 Douglas County Outstanding Youth Award. ([full story](#))**



Do you know a Douglas County teenager, between the ages of 13 and 19, who has overcome adversity and created positive change in their life and others? Nominations for the 2025 Douglas County Outstanding Youth Awards are now being accepted. Ten award recipients will be able to share their special night with family members, their adult supporters, and elected officials at a reception at 6 p.m., April 28, hosted by the Douglas County Youth Initiative at the Douglas County Commissioners Hearing Room in Castle Rock.

This one-of-a-kind award encompasses all youth: youth who have not finished their K-12 education, youth in traditional classroom settings, youth in group homes, youth in alternative schools, and youth in foster homes. Award recipients will receive a signed letter from elected officials recognizing the teen’s achievements, a \$300 gift card and County-wide recognition of their award. Nominators will be invited to speak at the ceremony about their nominees and share how those individuals inspired change and rose above life’s challenges.

[Visit our webpage](#) for more information on the Douglas County Outstanding Youth Awards, or to fill out an online nomination form by March 4, 2025. Contact Marsha Alston with questions at [malston@douglas.co.us](mailto:malston@douglas.co.us) or [303-814-5327](tel:303-814-5327).

- **You’ve heard of First Aid. What about Mental Health First Aid?** Knowing how to help someone through a mental health struggle can be just as important as helping someone through a physical battle. That’s why Douglas County and its partners are hosting free Mental Health First Aid training.



Join a free training geared toward those who work with or care for older adults. [Visit our webpage to sign up](#) individually or as a group for the two-day course, which is from 9 a.m. to 1 p.m. Thursday, Jan. 30, and Friday, Jan. 31 in Highlands Ranch. Interested in training later in 2025? [Check out our online calendar for more upcoming classes.](#)

## Human Services

- **Eligibility - The Human Services office at the Highlands Ranch Senior Center officially opened Tuesday, 1/21/2025!** The Department will offer a limited set of services including the ability for community members to apply for, submit documentation for, or inquire about the Supplemental Nutrition Assistance Program (SNAP), Medicaid,



Temporary Assistance to Needy Families (TANF), or the Adult Financial programs. Individuals can also obtain their EBT cards at this location. We are really excited to be able to partner with the Highlands Ranch Metro District and the Highlands Ranch Senior Center to improve access to these services for Douglas County residents in the Northern areas of the county.

## Open Space and Natural Resources

- **New year, new adventures. Explore Douglas County with us in 2025** - Agents of Discovery App encourages



learning and discovery for families of all ages ([full story](#))

Are you looking to kick off a family adventure in 2025? How about exploring Douglas County's 65,000 acres of pristine open spaces and trails while learning about native wildlife and habitats in a fun and interactive way? Embark on a journey with us through the free Agents of Discovery app!

For families who've taken part in the Decode program, Agents of Discovery is the next phase of exploration. You'll get to conquer quests, ace trivia and complete challenges through the app. The adventure begins as soon as you download the app by [following the instructions on our webpage](#). In January, you'll get to know your tour guide Agent Douglas, and learn what our county's black bears are up to in the winter months. There's a new Douglas County-specific mission to download each month to guide you and your family through the year and help you learn why our home is one of the healthiest and happiest places in the nation.

- Open Space staff, in partnership with the County Open Space Advisory Committee, Douglas County Public



Affairs, and Larkspur Fire Department held an Open House event regarding the BOCC initiative to start a camping program on Open Space properties. All surrounding property neighbors were invited to attend the event to ask questions and receive information regarding the program. Approximately 35-45 citizens attended the event and hundreds of comments were received during event. OS Staff, in conjunction with Public Affairs, will coalesce the comments so they can be presented to the BOCC at their discretion.

## Community Development

### Parks, Trails and Building Grounds

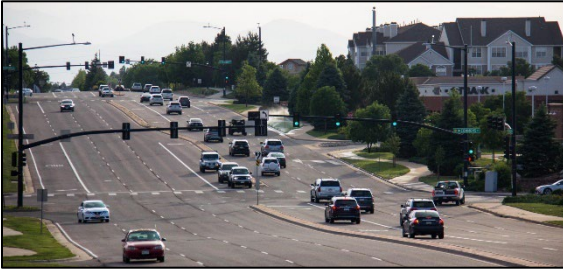
- **Rueter-Hess Reservoir Winter Update** - As temperatures began to drop, the Rueter Hess Rangers observed the reservoir's shoreline for signs of freezing. After the new year weather conditions kept the shoreline frozen even during warmer daytime hours when the sun was out. Due to the ice, Rueter Hess Reservoir has closed to all fishing as of January 3, 2025, for the remainder of the season and will remain closed to fishing until the ice on the reservoir melts.

Rueter Hess Reservoir will remain open for trail access only. The colder weather has not deterred visitors from enjoying the Incline Challenge and Coyote Loop Trail. Rangers will continue to answer questions about access to the water in the summer and the Newlin's Gold hike within the reservoir side of the property.



## Public Works

- **Planning for the future of transportation in Douglas County** - Join Douglas County for opportunities to provide input and learn about proposed transit and transportation solutions ([full story](#))



Are you planning for your future in 2025? We are too, with connectivity through transportation. Whether you travel solely by car or are looking for a transit option, Douglas County wants to continue improving the way you move throughout the county. There are several opportunities to provide your feedback throughout February.

To learn about the [Integrated Transit and Multimodal Study](#), comment on new potential opportunities and proposed transit options, attend one of the meetings held in February (see full story for dates). Additionally, Douglas County wants to find ways to provide reasonable and reliable transit to people who do not own or have access to their own transportation, who do not own a phone, and/or who have limited personal mobility. In February, an online survey will also be available to share your input.

If you're more interested in vehicle travel, you'll want to learn about the [2050 Transportation Plan](#). Please plan to attend one of the meetings in March (see full story for dates) to learn about the current state of transportation and share input on your transportation needs. [The 2050 Transportation Plan](#) will evaluate the existing status of the road network, projections for future demands, and public input to guide investment in transportation improvements. During a series of community meetings, we will present what the latest data is telling us about our transportation system and collect public-input on how the community would like to see transportation addressed.

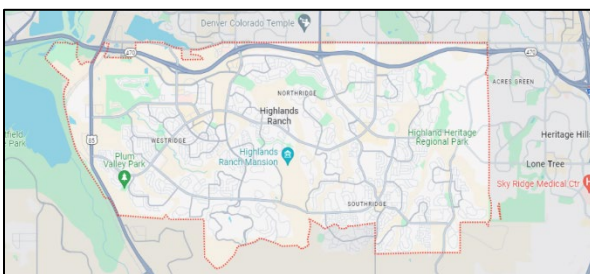
- **C-470 Trail and University Blvd Pedestrian Grade Separation Project** - The contractor Notice to proceed



(NTP) was provided January 6<sup>th</sup> and they anticipate starting work on January 27<sup>th</sup>. The objective of the project is to construct a grade separation for bicyclists and pedestrians using the C-470 Trail to cross over University Blvd. The new bridge will improve pedestrian and cyclist safety by eliminating the need for users of the C-470 Trail to cross University Blvd. at-grade, which currently requires four separate roadway crossings, across a total of eight lanes of traffic. The proposed grade separated C-470 Trail

crossing will also improve traffic operations, since the numerous bicyclists and pedestrians currently crossing at-grade, adversely impact signal progression along University Blvd. and traffic entering or existing the C-470 ramps, especially on the weekends when trail use is highest. Currently, construction is anticipated to be substantially completed on or before December 31, 2025. The project is in partnership with CDOT through their Safer Main Streets (SMS) program and they will be contributing 80% of the actual construction costs.

- The 2025 construction season will start soon in Highlands Ranch. Having a reliable roadway network is



essential. Douglas County assures the existing transportation infrastructures in Highlands Ranch are maintained and preserved through the following improvement programs: Capital Improvements, Drainage, Street Paving, Sidewalk Repairs, Traffic Operations (signals, signings, and markings); Intelligent Transportation Systems (ITS)/Traffic Management Center (TMC); and Bicycle, Pedestrian, and Trails.

Currently, the following construction projects are located within (or immediately surrounding) Highlands Ranch – please click on their links below for further information:

- [Broadway and Highlands Ranch Parkway Intersection](#)
- [C-470 Trail & University Blvd Pedestrian Grade Separation Improvements](#)
- [County Line Road Widening \(University to Broadway\)](#)
- [County Line Road Operational Improvements \(I-25 east side to Inverness\)](#)
- [Highlands Ranch Drainage Projects](#)
- [Lincoln Avenue Improvements](#)
- [US 85 Widening Project from Highlands Ranch Parkway to C-470](#)
- [Highlands Ranch Neighborhood Improvements \(2025\)](#)

- **US 85 Widening from Highlands Ranch Pkwy to C-470 Improvements** - For project info and traffic impacts: [US 85 Widening from Highlands Ranch Parkway to C-470](#). Timeline is fall 2022 through fall 2025.



- **West Frontage Road Relocation (aka Dawson Trails Boulevard Project)** – Anticipated to be completed fall 2025. Douglas County and the Town of Castle Rock have partnered to construct the new road called Dawson Trails Blvd. For further information: [West Frontage Road Relocation Project](#)



- **Gravel Road Paving Program** – For all projects below (unless otherwise noted), construction will occur Monday through Friday between 7 a.m. – 7 p.m. Two days before the start of work, no-parking signs may be posted along the streets scheduled for work. During construction, access to driveways will be available, with occasional short delays. One to two weeks before the start of work, the County will send Cone Zone Mailers to notify adjacent residents of the planned work. Variable messages signs will be used to notify residents of upcoming work.

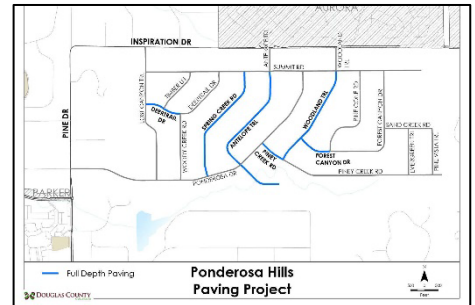


Work will be completed in phases – the first phase consists of preparing the road for paving, including grading, stabilization, and culvert inspection and repair. This prep work will be performed by Public Works Operations crews. The second phase consists of paving the main roadway by the County’s Asphalt Overlay Contractor. The final phase includes shouldering and driveway tie-ins, performed by Public Works Operations crews. Work is scheduled to occur during the summer school break. Schedules will be posted in February.

- [Village Road from Betts Ranch Road to Alpine Drive](#)
- [Coronado Drive](#)
- [Rafter Road from Highway 83 to Lost Lake Trail](#)
- [Furrow Road Phase 2, beginning at the end of Phase 1 paving, north to True Mountain Drive](#)
- [Parker East](#) includes Arrowhead Lane, Kettledrum Lane, North Lacrosse Lane, and East Cherokee Lane from Awl Road to North Apache Road.
- [Christie Ridge Rd from Bear Canyon Cir to Bear Canyon Cir](#)
- [Homestead Hills](#) includes Antelope Lane, Cottontail Lane, Deer Lane, Ponderosa Lane, and Robin Road.
- [Charter Oaks Neighborhood Street Paving](#) includes Beverly Boulevard, Carolyn Drive, Charter Oaks Drive, Coventry Drive, Debbie Lane, East 1st Avenue, East 2nd Avenue, East 3rd Avenue, East Oak Hills Drive, Heather Drive, Keith Court, Oak Court, Oak Hills Lane, Oakwood Lane, Pinewood Court, Pinewood Drive, and Saxeborough Drive.



- [Lincoln Creek](#) includes Centennial Drive, Centerpark Loop, Colony Loop, Creektop Avenue, and Village Creek Parkway (work will occur between April and November)
- [Bell Cross Ranch](#) includes Bell Cross Circle, Bell Cross Way, Roy Clarke Boulevard, and Mary Clarke Place (work will occur between April and November)
- [Highlands Ranch](#) includes East Dutch Creek Street, East Millstone Street, East Milestone Place, and South Millstone Court
- [Ponderosa Hills](#) includes Lost Canyon Trail from Ponderosa Drive to Deertrail Drive, Woody Creek Road from Ponderosa Drive to Deertrail Drive, Timber Lane, Forest Canyon Drive from Pine Cone Road to Summit Road, Piney Creek Road from Woodland Trail to the east end of the street, Sand Creek Road, Evergreen Trail, and Pine Vista Trail



- **Resurfacing Projects** – Both projects will be utilizing high performance asphalt to extend the life of the new surface. Work will be completed in phases – the first phase consists of rotomilling to remove some of the top layer of asphalt, which generally takes two to four hours or less per block to complete and will be performed by the County’s asphalt overlay contractor. The final phase follows rotomilling by one to two weeks and includes placing the new overlay; this last phase may take 4 – 8 hours per block to complete.



During construction, access to driveways will be available, with occasional short delays. One to two weeks before the start of work, the County will send Cone Zone Mailers to notify adjacent residents of the planned work. One to two days before the start of each phase of work, the Contractor will deliver a Cone Zone door hanger with the start date of work on your block. Two days before the start of rotomilling and paving, no-parking signs will be posted along the streets scheduled for work. Construction will occur Monday through Friday between 7 a.m. – 7 p.m.

- [East Palmer Divide Avenue from Furrow Road to Hwy 83](#)
  - [Gillian Avenue from Hwy 83 to South East Cherry Creek Road, and Steele Avenue from South East Cherry Creek Road to the Elbert County Line](#)
  - [Irish Pat Murphy Drive between Thunder Hill Road and South Pinery Parkway](#)
  - [Bayou Hills includes Bayou Hills Road, Bayou Ridge Trail, Desert Pint Brush Court, East Bayou Hills Lane, Moonshine Ridge Trail, North Bayou Hills Lane, Sand Lily Lane, and Wild Crocus Circle](#)
  - [Chambers Road \(between Lincoln Avenue and E-470\)](#)
  - [Veneford Ranch Road between University Boulevard and Colorado Boulevard](#)
  - [Cresthill Lane between Highlands Ranch Parkway and Gleneagles Village Parkway](#)
- **Gravel Road Projects** - Starting in Summer of 2024, the following gravel road projects will occur: Twin Oaks subdivision, Castle Mesa subdivision, Ponderosa Circle, Pine Vista Trail, Outer Marker Road, Mesa Ridge Lane, Jackson Creek Road, Butte Circle, Cathedral Rock Drive, and Meadow Wood Lane.



### Office of Emergency Management

- Staff will be holding a functional IMT/EOC exercise Friday, January 24<sup>th</sup>, which will test our response to a critical power outage.

## Community Services

- **Integral Care Training** - On January 10 and 17, Community Services hosted the Integral Care Training sessions, bringing together case manager, facilitators, and community partners for an immersive learning experience. These sessions introduced and deepened participants' understanding of the integral Care framework - a transformative approach to empowering individuals facing complex challenges.



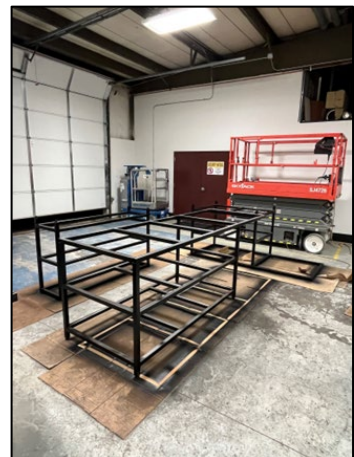
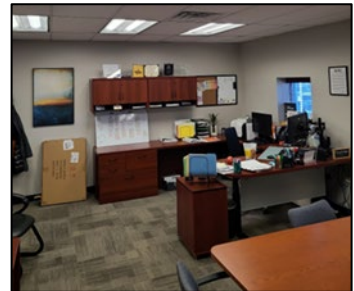
Participants explored the foundational principals of Integral Care, a holistic framework designed to empower individuals by surrounding them with comprehensive care and support. This model equips facilitators to guide toward meaningful transformation by addressing the barriers to their goals and aligning their motivations with actionable steps.

There were 15 case managers in attendance from eight different local partners. In addition to the deeper understanding of the Integral Care Model, attendees left with stronger connections and an expanded network of resources.

## Facilities, Fleet and Emergency Support Services

### Facilities (County-wide)

- **Justice Center:**
  - Radio Communications Remodel/New Office - 100% complete
  - Clerk of Courts Phase III, IV and V - complete
  - DA's remodel – 99% complete
  - K9 Memorial, entrance – 90% complete
  - Elevator Modernization J, K, L, M – 33% complete
  - DCSO Lobby Control and Records Remodel – 100% complete
- **Wilcox:**
  - Clerk and Recorder Remodel Phase II – 1% complete
  - Building LED Retrofit Project – 75% complete (see above right)
- Fleet Shop Parts Room Remodel – 5% complete (see right)



### Fleet

- **Recently Completed:**
  - In-serviced units 2409 and 24049.
  - Transfer of DA18 leases to DA23.
  - Heavy Duty Tire IFB specifications

- In Servicing all FY2023 Road and Bridge plow trucks. (see right)
- Fuel site management automatic tank gauge upgrades are in process.
- Trello, project management software implementation.
- RFQ's for Tires and Shop Supplies.
- 2025 Budget: working on asset specs and upfit specs.
- Castle Rock parts counter remodel.



- **Fleet Acquisitions:**

- 2023 Asset Replacements & ADDs (72 Assets)
  - 1 at upfitter
- 2024 Asset Replacements & ADDs (84)
  - Budgeted – 12 P.O.d; 32 at upfitter, 20 received
  - Additional/Unbudgeted – 4 in process, 8 received
  - Risk Mgt Replacement – 3 received

**Douglas County Fairgrounds and James R. Sullivan Events Center**

- **Fairgrounds Events:** Mile High Youth Corp, Open Riding, 4H Running Rovers, Fair Board, Gymnastics, GOP Breakfast, Aurora Horsman Banquet, DC Rabbit Ears, Reined Cow horse, 169th Welcome Home, RMKS, Western Suburban Wrestling, Elite K9, Parker Barkers, 4H Cowboy Club, Barrels Practice, Kari Solberg Canine practice, PE Plus, Castle Rock Winter Ball, Rocky Mountain Working Dogs, Parker Trail Riders, Church Gathering, Kari Solberg Canine Workshop, Aurora Horseman, GOP Event, Parker Barkers, Mile High Youth Corp



- **Fair and Rodeo:**

- Fair Board Rules Meeting 1/30
- Show Management Committee Meeting 2/5
- Livestock Sale Committee Meeting 2/5
- Rodeo Committee Meeting 2/12
- Guest Services Committee Meeting 2/10
- Marketing Committee Meeting 2/10
- Admin. Committee Meeting 2/13
- Entertainment Committee Meeting 2/13
- Executive Committee Meeting 2/13



**Information Technology**

**Completed IT Projects/Initiatives**

- **Alfresco Retirement Project** - The Alfresco Retirement project for the Assessor's Office successfully went live on December 20, 2024. This initiative involved migrating over 420,000 documents to an interim SharePoint repository before completing their transition to SharePoint and RealWare, enhancing document searchability and streamlining operations. With the retirement of the outdated Alfresco system, this project delivered significant benefits, including improved document management, enhanced system stability and support, increased security, and alignment with Douglas County's standard technology stack. Additionally, updated scanning technology will ensure seamless integration with SharePoint. The timely completion of this project



underscores our commitment to advancing technology capabilities and supporting the Assessor's Office in achieving operational excellence.

As part of this effort, the project also fully replaced the Annual Report process with a streamlined Power BI solution, enabling dynamic data visualization and reporting. Additionally, a major data quality improvement initiative was implemented, enhancing the accuracy and reliability of case information.

- **Recorder's Office Relocation** - The relocation of the Recorder's Office IT infrastructure from the Wilcox building to the Elections building was completed on 1/14/25. This move involved the migration of 19 workstations, 2 printers, 1 QMatic kiosk, a large-format printer, network connectivity, and specialized recording software (QMatic), ensuring seamless access to critical records and services. The project team minimized disruption to Recorder's Office operations, with downtime limited to the two days approved by the state and no disruption to citizens.



- **Tax Roll Quality Improvement Project** - The 2024 Tax Roll Quality Improvements project was a collaborative effort among the IT, Assessor, Budget, and Treasurer departments to streamline and document the annual Tax Roll process, traditionally conducted in silos. Key objectives included mapping data flows, documenting master data, validating output formats from Harris' RealWare, verifying input requirements for Tyler's Treasurer Plus, and conducting a test Tax Roll process. The project delivered a comprehensive process flow, master data documentation, and system validations, culminating in a smooth and efficient 2024 Production Tax Run in January 2025.



- **Human Services Highlands Ranch Office Setup** - The IT infrastructure setup for the new Human Services office at the Highlands Ranch Senior Center was completed on 1/21/2025. This project equipped the new space with 6 workstations, 2 printers, EBT card readers and signature pads, and reliable network connectivity (both wired and wireless), enabling staff to serve clients effectively. The project team coordinated with Human Services and Facilities to ensure seamless integration within the existing Senior Center environment.



- **Cohero Re-Implementation** - The Cohero Re-implementation project successfully concluded on December 11, 2024, with the deployment of key system updates. This initiative re-established Cohero as the primary platform for managing the Coroner's case data. It introduced significant enhancements, including a Task Management module, integration with external data sources, customizable user-defined fields, and improved system performance.



- **DA23 Program** - The IT department has successfully planned, designed, and implemented core technology solutions to establish the 23rd District Attorney's (DA23) office. These efforts ensured DA23's operational readiness, adherence to county standards, and a seamless transition into the new judicial district, which became fully operational on January 14, 2025. Below are the key IT contributions:



- **DA23 IT Infrastructure Project:** The deployment of IT infrastructure solutions for DA23 culminated in a 15-month collaboration between Arapahoe, Elbert, Lincoln, and Douglas County. On January



11, 2025, the project team equipped 88 employees across multiple locations with essential technology, including laptops, desktops, cellphones, peripherals, printers, desk phones, network infrastructure, and Microsoft 365 solutions. This effort also transitioned authorized data from DA18 to DA23 accounts and ensured all DA23 offices—Lincoln County Courthouse (Hugo), Elbert County Courthouse (Kiowa), Diversion Office (Centennial), and the Douglas County Justice Center (Castle Rock)—were fully operational ahead of DA George Brauchler's swearing-in.

- **DA23 Diversion Office Project:** Douglas County IT established its first presence at the E. Lansing Circle facility in Centennial, Colorado, supporting the DA23 Diversion Office. Over three months, the team installed fiber optic infrastructure, enabling network connectivity, and deployed equipment such as phones, peripherals, printers, and conference room tools. The office is now fully equipped to support Diversion staff in their new workspace.
- **DA23 Conference Room AV Project:** The Conference Room Audio Visual project for the 23rd District Attorney's Office is now live as of January 15, 2025. Over 16 months of collaboration, this effort transformed the office with modernized conference spaces and advanced communication tools to support both in-person and virtual meetings, enhancing overall efficiency and usability. The project features a large, flexible conference room that can accommodate various needs, two smaller meeting rooms with streamlined booking systems, and digital signage displays to improve communication throughout the office.
- **DA23 KACE Project:** IT worked closely with the District Attorney's Office to successfully launch a new system on January 15, 2025, designed to streamline the management of Investigation and Personal Service Requests. This new solution replaces the previous system, offering a more efficient and collaborative way to handle these requests. The platform provides enhanced visibility, improved tracking, and a streamlined process for creating and sharing requests. With its intuitive design, it integrates seamlessly with existing tools, fostering better communication and workflow automation across the office.
- **DA23 DocuSign Project:** Launched on January 1, 2025, the DA23 Apps: DocuSign project introduced an advanced e-signature platform to streamline processes for programs like the Diversion Counseling and Victim Witness Programs. Features include electronic routing, signature tracking, template creation, and read receipt notifications for tracking documents such as subpoenas. The initiative also established a SharePoint site for secure document retention.
- **DA23 MSB Project:** The MSB project provided a secure and efficient payment solution for the 23rd District Attorney's Office. Launched on January 14, 2025, the updated DA23 website allows clients to make Diversion Counseling Program, Restitution, and CORA/CCJRA payments. This initiative enhances accessibility and convenience for the public.
- **DA23 Website Project:** The 23rd District Attorney's Office website launched on January 14, 2025, after a 10-month effort to create a public-facing platform. Highlights include securing a .gov URL, designing the site's structure, developing user-centered messaging, and building a fully functional website.
- **DA23 JustFOIA Project:** The JustFOIA system went live on January 14, 2025, replacing DA18's manual process for managing CORA, CCJRA, and Pro Se requests. Integrated with MSB for payment processing, this solution streamlines request handling and introduces an independent system tailored to DA23's needs. The team delivered the solution within 3.5 weeks, setting up forms and workflows, training staff, and integrating the website.

- **DA23 Finance Project:** The DA23 Finance project successfully went live on December 31, 2024, following the onboarding of the DA23 Finance team to the JDE Financial system and the DA23 Victim's Compensation team to eCIVIS – Grants Management. This milestone marks the integration of DA23 into Douglas County's shared financial systems, enhancing efficiency and transparency. Key achievements include the setup of financial data in JDE for the new DA23 office, business process identification, reusability analysis of DA18 data, and comprehensive training for the DA23 Finance and Victim's Compensation teams.
- This integration delivers significant benefits, including improved financial transparency and accountability, streamlined budgeting and resource allocation, and enhanced data sharing and collaboration across County departments. These advancements ensure better financial oversight, resource alignment, and operational support.
- **DA23 NextStep Solutions Project:** The NextStep Solutions application, a behavioral health software for the DA23 Diversion Program, was launched on January 3, 2025. This tool enhances case management capabilities, supporting the program's mission to deliver comprehensive behavioral health services.

**New IT Projects/Initiatives**

<b>Project Name/ Initiative</b>	<b>Project Description</b>	<b>Department/ Office</b>
<b>Cartegraph Asset Management – Open Space</b>	Implement Cartegraph OMS system for Open Space to help manage assets. The new system will empower staff to efficiently track and manage assets, plan maintenance schedules, prepare for disasters, forecast budgets, and streamline work order management.	Open Space

**Current IT Projects/Initiatives**

<b>Project Name/ Initiative</b>	<b>Project Description</b>	<b>Department/ Office</b>
<b>Alfresco Retirement</b>	This project will upgrade the Assessor's Office document management system and retire the Alfresco platform to improve efficiency, enhance search and supportability, and reduce costs.	Assessor
<b>CJMS Replacement</b>	The CJMS System will be replaced with a new system that will increase communications, compliance, and public safety.	Community Justice Services
<b>WorkSMART Budget/Finance</b>	As part of the JDE replacement program, our goal is to streamline business processes and improve data accuracy through efficient data entry and integration across systems. This project aims to modernize the County's outdated finance, accounting, budget, and procurement processes by implementing a modern Enterprise Resource Planning (ERP) system.	Enterprise
<b>WorkSMART HR/ Payroll</b>	As part of the JDE replacement program, we aim to streamline business processes and improve data accuracy through efficient data entry and integration across systems. This project focuses on implementing a Human Capital Management (HCM) platform to monitor and enhance the entire employee lifecycle comprehensively.	Enterprise
<b>Fleet Fuel Veeder Root Upgrade</b>	Upgrade the outdated system to the latest technology and install IT Network data and power to improve the county's fleet services' operational effectiveness, reliability, and upgrade capabilities.	Facilities

<b>Motor Vehicle Data Warehouse</b>	This phase of the data warehouse project consolidates data from the Motor Vehicle division’s data sources into a single location, allowing the division to generate reports and dashboards via PowerBI. Project outcomes include improving the efficiency and service levels of motor vehicle services, creating performance standards for staff, and enabling the ability to report data to internal and external stakeholders.	Clerk & Recorder
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**Human Resources**

- As part of the **WorkSMART HR/Payroll** project, we are excited to announce that this March, we will transition to a new modern Human Capital Management (HCM) platform: ADP. This change marks the end of a 23-year-old JDE system and outdated process, and the beginning of a one-stop shop for HR and Payroll.



ADP will be the system to manage all employee-related information:

- Payroll Processing
- Time Recording/Scheduling
- Benefits Management
- Learning Management
- Leave Management
- Recruitment/Onboarding
- Performance management
- Manager Self Service (MSS)
- Employee Self Service (ESS)



We are committed to making this transition as smooth as possible. Over the next several weeks, staff will receive additional updates including training opportunities and guides, to help them prepare. We encourage staff to sign up for training sessions that will cover all they need to know about navigating the ADP system, including self-service tools, time and attendance, and more.

**Communications and Public Affairs**

- Board of County Commissioner’s Immigration Resolution** (Campaign began Jan. 14 and is ongoing)  
With a focus on both safety and compassion, the Board of Douglas County Commissioners in January adopted a formal resolution to support President Donald Trump’s immigration policy.



**Communication Objectives:**

- Become part of the national conversation around Immigration under President Trump
  - Be clear about the Board’s position on illegal immigration and the Board’s support for new federal policies under President-elect Trump.
  - Express the Board’s compassion and support for those who desire to achieve Douglas County’s quality of life through legal means.

**Tactics** were primarily digital and earned media. They included a Douglas County newsroom story with an email alert, updates to douglas.co.us and organic social media. The team also utilized a new approach to earned media by creating a resource hub for reporters that included all the elements a reporter would need to create a story – a copy of the resolution, a copy of the news release, a link to the meeting livestream where the resolution was discussed, filmed interviews with the Commissioners and a filmed message directly to President Trump.

**Results:**

- Two posts on Nextdoor garnered 17,181 impressions
- Five posts on Facebook, X, Instagram and LinkedIn garnered 1,735 impressions
- One email to 15,990 recipients; 45% open rate
- One online news story had 907 views and 1 min average engagement time
- Earned media included 41 broadcast stories and 117 print/online mentions, resulting in:
  - National TV audience of 495,205
  - Radio audience of 1,236,066
  - Online news audience of 107.7 million

● **Board of County Commissioners Swearing-In Ceremony** (Event was Jan. 9, 2025)

In partnership with the County Manager’s Office and IT, Communication and Public Affairs coordinated and live-streamed the Commissioners’ Swearing-In Ceremony on Jan. 14. The event was also pre-promoted on the County’s digital assets.



**Results:**

- Two Nextdoor posts garnered 17,181 impressions
- Five posts on Facebook, Instagram and LinkedIn garnered 1,735 posts
- 45 people viewed live on YouTube and another 54 viewed later
- An email to 15,990 recipients had a 45% open rate
- A County newsroom story garnered 170 views and had 532 clicks to YouTube

● **New Year’s Eve Drone Show** (Campaign ran Dec. 30-Jan. 4)

Douglas County residents were invited to ring in 2025 with a Drone Show on New Year’s Eve. In partnership with Parks, Communication and Public Affairs launched a digital campaign to drive viewership of the show.

**Campaign Results:**

- Social posts about the drone show **were some of the most engaging posts of the year.** on Facebook, Instagram and X, eight posts were viewed 200,690 times. On Nextdoor, two posts garnered 25,113 impressions.
- A post to the County’s newsroom garnered 4,113 views



● **Proposal for Camping at Sandstone Ranch** (Public Engagement on this topic began in January and will continue in 2025)

We know from our Citizen Surveys that Sandstone Ranch is important to our residents and should be well-preserved yet remain open to the public. The Board of County Commissioners is considering a pilot program to allow minimalist camping on that site that follows the 7 Principles of Leave No Trace camping. Together,

Open Space and Natural Resources and Communication and Public Affairs began a community engagement program in January.

**Communications Objectives:**

- Quell rumors and clarify misinformation about the idea of camping at Sandstone Ranch
- Engage immediate neighbors with the initial idea of camping via a community meeting in January; set expectations about the opportunity for feedback on this Board initiative
- Provide baseline information to countywide audience about the idea of camping at Sandstone Ranch
- Continue target audience education as the pilot program develops



**Communication tactics** began at the grassroots, neighborhood level with an open house for the homes closest to the property. The team launched a webpage and an online feedback form. The open house was advertised via a postcard and targeted Nextdoor post.

**Results**

- 100 postcards mailed
- 883 impressions on the targeted Nextdoor post
- 75 people attended an open house
- 200 forms submitted online

**Planning Services Activity Report**

Completed Projects					
Dist.	Date	Project Title	Project Description	Project Type	Project No.
3	01/08/25	Town of Sedalia, Block 18, Lot 1-A	Request to vacate lot line between Lot 1 and Lot 2/3 to create one larger lot.	Administrative Replat	SB2024-028
1	01/09/25	6484 Stroh Rd, 1st Amendment	Request for approval for added stadium lights around outdoor horse arena.	Administrative Amendment	US2024-013
1	01/14/25	Ascent Classical Academy	City of Lone Tree - addition at the Ascent Classical Academy of Douglas County.	External Referral	RE2024-161
1	01/14/25	Looking Glass Filing 8, 1st Amendment	Town of Parker for a replat to move utility easements on Looking Glass Filing 8.	External Referral	RE2025-006
2	01/15/25	Maher Ranch Single Family Residence	Town of Castle Rock - Preapplication to construct a single-family residence.	External Referral	RE2025-008
2	01/15/25	Maher Ranch Subdivision	Town of Castle Rock - Preapplication to subdivide the lot into 3 parcels.	External Referral	RE2025-007
3	01/15/25	7745 Moore Rd	Request for 2 fundraising events during Halloween and Christmas.	Minor Ent Event	EE2024-006
1	01/21/25	10615 Tomahawk Rd	Gunsmithing, manufacturing, sales.	Class 2 Home Occupation	HO2021-002
2	01/21/25	2180 S Interstate 25, 5th Revision	Request to add a building for classrooms at an existing church.	SIP Revision	SP2024-058

## Referrals

Dist.	Date	Project Title	Project Description	Project Type	Project No.
1	01/06/25	Spring Creek Ranch, Lot 4	Request for residential building envelope adjustment.	Administrative Replat	SB2024-071
3	01/06/25	Highlands Ranch Filing 130A, lots 1 and 2	HRMD proposes various improvements to Toepfer Park.	Location and Extent	LE2024-032
3	01/06/25	Struby Resurvey, Lots 7-11	Request to rezone from General Industrial to Light Industrial.	Rezoning	ZR2024-008
	01/07/25	Natural Medicine Businesses, DCZR Amd, Sections 11-14 & 21	Proposed amendments for Natural Medicine Business Regulations.	Document and Regulation	DR2024-003
2	01/09/25	Pinery West Filing 1K, 1st Amd, Lot 21-A	Request for residential building envelope adjustment.	Administrative Replat	SB2024-067
3	01/09/25	Reynolds Industrial Park, Lot 29	Request for new commercial building and equipment and vehicle storage.	Site Imp Plan	SP2024-082
2	01/10/25	10086 S State Hwy 67, 1st Revision	Request for helicopter landing zone and associated access road to support emergency response for the DCSO	Location and Extent	LE2025-001
2	01/10/25	Three Pine Ridge	Change from SR to A-1 for compliance with the Douglas County CMP.	Zoning Map Change	DR2024-004
1	01/13/25	Meridian Office Park Filing 1, 38 <sup>th</sup> Amd, Lot 6 and Tract G	Request for an easement adjustment.	Administrative Replat	SB2025-003
1	01/15/25	Fields Filing 3	Establish 7 single family residential lots.	Final Plat	SB2024-068
3	01/16/25	Hier Exemption, 1st Amendment	Split an existing exempt parcel into 2 for a single-family residence on 2.36 acres.	Exemption	EX2025-001

## Upcoming BOA Hearings

Dist.	Date	Project Title	Project Description	Project Type	Project No.
3	01/27/25	13059 N US Highway 85	Variance to the setback of a northern property line.	Variance	VA2024-006

## Upcoming PC Hearings

Dist.	Date	Project Title	Project Description	Project Type	Project No.
3	01/27/25	Highlands Ranch Filing 130A, Lots 1 and 2	HRMD proposes various improvements to Toepfer Park.	Location and Extent	LE2024-032
2	02/03/25	10086 S State Hwy 67, 1 <sup>st</sup> Revision	Request for helicopter landing zone and associated access road to support emergency response for the DCSO	Location and Extent	LE2025-001

## Upcoming BCC Land Use Hearings or Meetings

Dist.	Date	Project Title	Project Description	Project Type	Project No.
	01/28/25	Public Contract for Services Between Douglas County and Forsgren Associates Inc.	Request for a public contract in the amount of \$578,360 for services to develop a 2050 Comprehensive Douglas County Water Plan.	Professional Services Contract	

Dist.	Date	Project Title	Project Description	Project Type	Project No.
	01/28/25	Professional Services Contract Between Douglas County & DC Economic Development Corporation	Request for a professional contract for services in the amount of \$937,500 to undertake activities for fostering the growth of local business and local economy.	Professional Services Contract	
	01/28/25	Public Contract for Services Between Douglas County and Interpret Site LLC	Request for a public contract for services in the amount of \$75,000 for professional consulting services related for management of the DC History Repository.	Public Contract for Services	
	01/28/25	2025-2026 Denver Regional Council of Governments Older Adult Services Grant Renewal Application	Request for approval of a renewal application of older adult services and assisted transportation for \$704,422 with a required County contribution of \$88,094 for a Project Total of \$792,516.	Grant Application	
3	01/28/25	Quitclaim Deed Conveying Sterling Ranch Filing 1, Tract P to the Douglas County School District	Request for a quitclaim deed to convey Sterling Ranch Filing 1, Tract P school site, currently held by Douglas County, to the Douglas County School District for construction of an elementary school.	School Land Conveyance	MI2025-002
2	01/28/25	Pinery Planned Development, 31st Amd	Increase dwelling units in PA 63 for future development of up to 45 residential lots.	Planned Dev - Major Amd	ZR2023-002
3	01/28/25	Sterling Ranch Filing 7B	75 single-family lots, 72 townhome lots & 2 superblock lots for future development.	Final Plat	SB2024-052
3	01/28/25	Established District Determination - DWSD	Designate the Dominion Water & Sanitation Dist as an Established District.	District Determination	MI2024-026
1	03/25/25	Tallman Gulch Metro Dist, 2 <sup>nd</sup> Amd	2 <sup>nd</sup> Amendment to the Tallman Gulch Metro District Service Plan.	Material Modification	SV2024-003

### Pre-submittals

Dist.	Date	Project Title	Project Description	Project Type	Project No.
3	01/10/25	Reynolds Industrial Park, 4th Amd, Lot 26A	Construction of an additional warehouse of 3,855sqft.	SIP Revision	PS2025-003
1	01/17/25	6453 Scott Avenue, Metes & Bounds	140-unit mixed product residential development.	Preliminary Plan	PS2025-004
2	01/21/25	Bears Den Rural Site Plan 2nd Exemption, Parcel 16B	The applicant proposes a Building Envelope Adjustment to better place the intended home and barn.	Administrative Replat	PS2025-011
3	01/21/25	5635 Kelly Court, Metes & Bounds	Operate a Contractor Storage facility.	Use by Special Review	PS2025-002
3	01/21/25	M/B North of Titan Rd, East of Wildlife Way	Site Improvement Plan for a Farmers Market and Outdoor Storage uses.	Site Imp Plan	PS2024-205

### New Applications

Dist.	Date	Project Title	Project Description	Project Type	Project No.
3	01/08/25	Sterling Ranch Filing 7A, 1st Amendment	Request to adjust lot lines for lots 322-325 and 362-372.	Administrative Replat	SB2025-001

Dist.	Date	Project Title	Project Description	Project Type	Project No.
2	01/09/25	10086 S State Hwy 67, 1st Revision	Request for helicopter landing zone and associated access road to support emergency response for the Douglas County Sheriff's Office.	Location and Extent	LE2025-001
1	01/10/25	Looking Glass Filing 8, 1st Amendment	Town of Parker - replat to move utility easements on Looking Glass Filing 8.	External Referral	RE2025-006
1	01/10/25	Meridian Office Park Filing 1, 38 <sup>th</sup> Amd, Lot 6 and Tract G	Request for an easement adjustment.	Administrative Replat	SB2025-003
2	01/10/25	Maher Ranch Single Family Residence	Town of Castle Rock - Preapplication to construct a single-family residence.	External Referral	RE2025-008
2	01/10/25	Maher Ranch Subdivision	Town of Castle Rock - Preapplication to subdivide the lot into 3 parcels.	External Referral	RE2025-007
2	01/10/25	Sage Port Filing 2, Poncho Road	Technical Plat Correction to rename Poncho Road to Copper Fox Place.	Administrative Replat	SB2025-002
3	01/10/25	Hier Exemption, 1st Amendment	Split an existing exempt parcel into 2 for a single-family residence on 2.36 acres.	Exemption	EX2025-001
1	01/13/25	Ridgegate East Filing 3, Lots 1 and 2	Lone Tree request for replat, SIP, and variance for King Soopers Marketplace.	External Referral	RE2025-009
2	01/15/25	Cross Mountain	Request for a Zone Map Change of 18 acres from Agricultural One to Open Space Conservation District.	Zoning Map Change	DR2025-001
3	01/17/25	Highlands Ranch Filing 134A, 2 <sup>nd</sup> Amd, Lot 435A, 1 <sup>st</sup> Rev	Applicant, Verizon, proposes a Site Improvement Plan for a new Wireless Communication site.	SIP Revision	SP2025-003

### New Miscellaneous Jobs

Dist.	Date	Project Title	Project Description	Project Type	Project No.
3	01/10/25	Sterling Ranch Filing 1, Tract P	Request for School Site Conveyance, Sterling Ranch Filing 1 Tract P	MI	MI2025-002

### New Sign Permits

Dist.	Date	Project Title	Project Description	Project Type	Project No.
2	01/08/25	Castle Pines Village Filing 10, 3 <sup>rd</sup> Amd, Lot 2A-1A	Origins Salon - 880 W Happy Canyon Rd Building #K Unit #140	Sign Permit	SG2025-010
3	01/10/25	Highlands Ranch Filing 142, Lot 5	Amazing Lash Studio - 9579 S University Blvd Bldg #5 Unit #270	Sign Permit	SG2025-011
1	01/14/25	Heritage Hills Filing 2, 1st Amd, Most Lot 5A	Flintco - 9380 Station St Unit #150	Sign Permit	SG2025-012
3	01/17/25	Highlands Ranch Filing 135, Lot 1	City Vet - 9567 S. University Blvd Unit #A101	Sign Permit	SG2025-013 & 2025-014

### Special Event Liquor Permits

Dist.	Date	Event Name	Permittee Name & Event Address	Permit No.
2	01/09/25	St. Francis of Assisi Knights of Columbus Lenten Fish Fry	St Francis of Assisi Knights of Columbus Council 8909 - 2746 Fifth St	LL2025-003



Dist.	Date	Event Name	Permittee Name & Event Address	Permit No.
2	01/09/25	St. Francis of Assisi KOC Wine Tasting Event	St Francis of Assisi Knights of Columbus Council 8909 - 2746 Fifth St	LL2025-002
2	01/13/25	St Peters Catholic School - Havana Nights Gala	St Peters Catholic School - 14771 Spruce Mountain Rd	LL2025-004
2	01/14/25	Boots & Suits Gala Fundraiser	Ponderosa Quarterback Club - 9358 Hilltop Rd	LL2025-005
3	01/15/25	Cold Cases and Cocktails	Highlands Ranch Comm Assoc - 4800 McArthur Ranch Rd	LL2025-006
3	01/15/25	Valentine's Day Music	Highlands Ranch Comm Assoc - 4800 McArthur Ranch Rd	LL2025-007

### Engineering Services Bid Calendar (Updated 12/4/24)

<b>Hess Road Over Access Road Bridge Improvements Project: CI 2024-016</b>	Nov. 25, 2024	Dec. 4, 2024	Dec. 17, 2024 <i>Four bids received</i>	Jan. 28, 2025
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*This project above consists of rehabilitating portions of a bridge structure and roadway crossing an Access Road. The project includes removing portions of the present structure, asphalt milling, sawing and sealing bridge joints, a waterproofing membrane, hot mix asphalt placement, concrete pavement and patching, erosion control, traffic control, and other items.*

<b>2025 Guardrail Repair Project: CI 2025-002</b>	Nov. 26, 2024	Dec. 18, 2024	Jan. 7, 2025 <i>One bid received &amp; under review</i>	Feb. 11, 2025
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*This project consists of repairing or replacing guardrail components within unincorporated Douglas County.*

<b>2025 Sidewalk Repair and Curb Ramp Retrofit Project CI 2025-001</b>	Dec. 23, 2024	Jan. 8, 2025	Jan. 21, 2025	Feb. 25, 2025
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*This project consists of placement of sidewalks, curb, and gutter at various locations throughout Douglas County. Bid Items include removal of sidewalk, replacement of sidewalk, cur rant retrofit, removal and replacement of concrete pavement, emergency repairs and erosion control.*

### Local Improvement District Status

<p><b>Spring Canyon LID (Group 2) CI 2023-019</b></p> <ul style="list-style-type: none"> <li>• <b>Next Step</b> – County to issue an RFP for direct bank loan financial services in January 2025, with proposals due in February 2025.</li> <li>• <b>County to procure a contract for consultant services for preliminary design.</b> The LID Election was held on November 5, 2024 and required 51% YES votes to pass. At this time, the unofficial results indicate the LID passed. We anticipate being under contract in the next month or so, with the goal of having a preliminary design complete by the middle of 2025. We will then be able to formally solicit financing. If financing is obtained, we proceed to final design and advertise for construction at the end of 2025. Critical points are 1) Obtaining financing, and 2)</li> </ul>
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Construction bids within the financing cap. We expect the most critical step will be whether adequate financing can be obtained.

**Webpage created to keep citizens up to date on project [2023 Spring Canyon Local Improvement District \(LID\) - Douglas County](#)**

*Spring Canyon LID is a group of 74 lot owners who are interested in having a LID. If approved the LID project would consist of grading, water, and sanitary sewer infrastructure, storm sewer infrastructure, aggregate base course, curb & gutter, hot mix asphalt, and erosion control as the major construction items.*

### **2023 Bannock Drive LID**

#### **(Group 7) CI 2023-032**

- **Next Step** – County to issue an RFP for direct bank loan financial services in January 2025, with proposals due in February 2025.
- **County to procure a contract for consultant services for preliminary design.** The LID Election was held on November 5, 2024 and required 51% YES votes to pass. At this time, the unofficial results indicate the LID passed. We anticipate being under contract in the next month or so, with the goal of having a preliminary design complete by the middle of 2025. We will then be able to formally solicit financing. If financing is obtained, we proceed to final design and advertise for construction at the end of 2025. Critical points are 1) Obtaining financing and 2) Construction bids within the financing cap. **Webpage created to keep citizens up to date on project [2023 Bannock Drive Local Improvement District \(LID\) - Douglas County](#).**

*2023 Bannock Drive LID is a group of 40 lot owners who are interested in having a LID. These lots are in the Perry Park West region on Bannock Drive east of Cheyenne Drive, along Quivas Road, and Delaware Drive southwest of Elati Road. If approved, the LID project would consist of grading, water, and sanitary sewer infrastructure, storm sewer infrastructure, aggregate base course, curb & gutter, hot mix asphalt, and erosion control as the major construction items.*