



City and County of Broomfield Government

Municipal Court
County Court
17th Judicial District Court

CITIZEN ADVISORY BOARDS, COMMISSIONS AND COMMITTEES

- Broadlands Golf Course Board
- Brunner Farmhouse Advisory
- Capital Improvements Advisory
- Cemetery Committee
- Cultural Council
- Health and Human Services Advisory
- HHS Workforce Investment Board
- Historic Landmark Board
- Land Use Review Commission
- Library Board
- Open Space and Trails Committee
- Parks & Recreation Committee
- Public Art Committee

Citizens of Broomfield
Mayor and City Council

INDEPENDENT AUTHORITY BOARDS
Building Corporation
Housing Authority
Urban Renewal Authority
Local Licensing Authority
Arista Local Improvement District

BOARDS OF THE CITY COUNCIL
Board of Social Services
Board of Health

MEDICAL / PENSION BOARDS
Employee Medical Care Plan Board
Employee Pension Board
Police Pension Board

LEGAL, AUDITS AND JUDICIAL
City/County Attorney
City/County Auditor
Municipal Judge

APPEAL AND FINAL ADMINISTRATIVE DECISION BOARDS
Building and Construction Review Board
Board of Zoning Adjustment
Personnel Merit Commission
Board of Equalization

INTERNAL AUDITOR
303-464-5821
Bernie Block
• Internal audit of department processes

ASSESSOR DEPARTMENT
303-464-5819
John Storb
• Valuation of all real and personal property
• Certification of value to taxing authorities
• Maintain value and boundaries of all taxing authorities
• Senior exemption program
• Produce tax roll

ECONOMIC DEVELOPMENT
303-464-5579
Joe McClure
• Commercial and Retail Development and Retention
• Liaison with Business Community & BEDC

PUBLIC INFORMATION
303-438-6308
Rosann Doran
Communications
• Channel 8 - 303-438-6354
• Website - 303-438-6327

City/County Manager

HEALTH AND HUMAN SERVICES DEPARTMENT
720-887-2200
Debra Oldenettel

- Single Entry Point (Long-Term Care Service)
- Services for Children and Families
- Services for Child Care & Early Childhood Development
- Elderly, Disabled and Self-Sufficiency
- Coroner
- Services for Employment and Self-Sufficiency
- Workforce Development
- Workforce Center
- Low Income Public Assistance Benefits
- Public Health Education
- Immunizations
- Food Service Inspections
- Environmental Health
- Community Extension Agent
- Vital Statistics
- Veterans' Services

COMMUNITY RESOURCES DEPARTMENT

- Recreation Services 303-460-6901
 - Recreation Centers
 - Recreation Programs
 - Facility Planning
 - Special Community Events
 - Cemetery
- Open Space & Trails Kristan Pritz 303-438-6335
 - Planning
 - Acquisition
 - Management of Open Space Lands
- Public Library and Cultural Affairs Roberta Depp 720-887-2300
 - Books and Periodicals
 - Education
 - Information Access
 - Life-Long Learning
 - Coordination with IT
 - Arts Programs
 - Auditorium
 - Public Art

POLICE DEPARTMENT
303-438-6400
Tom Deland

Administration

Patrol

Traffic

Investigations

Crime Prevention

Community Policing

Communications Center 303-438-6400

Records

Training

Special Events Management

Animal Control

Emergency Management

Responsible for Sheriff Functions

Court Security

Jail Management Detention Center

COURTS ADMINISTRATION DEPARTMENT
720-887-2100
Jackie Smith

Municipal Court Administration

County Court Admin.

District Court Admin.

Arraignment Schedules

Case Schedules

Coordination with Police Department

Penalties Administration

Community Corrections Programs

Coordination with 17th Judicial District's Probation Department

Coordination with Health and Human Services Department

Training for Courtroom Users

FINANCE DEPARTMENT
303-438-6357
Pat Soderberg

Budget

- Internal Audit
- Performance Management Reporting

Fiscal Services

- Accounting
- Asset Management
- Debt Management
- Investments
- Payroll
- Central Purchasing

Risk Management

- Liability Insurance Administration

Revenue Division

- Sales and Use Tax
- Property Tax
- Water and Sewer Billing
- Public Trustee

HUMAN RESOURCES DEPARTMENT
303-438-6320
Suzanne Smith

Administration of Personnel Merit System

Employment Recruitment and Selection

Salary/Compensation Administration

Employee Benefits Administration

Administration of Self-Funded Medical Care Plan

Employee Training and Development

Employee Relations

Job Line 303-438-6475

Volunteer Recruitment and Administration

CLERK AND RECORDER DEPARTMENT
303-464-5819

City and County Clerk

- City Council agendas and minutes
- Solicitor and liquor licensing
- City Records
- Board of Equalization Administration
- Mail Room
- Central Supplies
- Courier Service

Elections

- Voter Registration
- Election Administration

Motor Vehicle

- Titles & License Plates

Document Recording

- Property Deeds
- Marriage Licenses

PUBLIC WORKS DEPARTMENT
303-464-5803
Alan King

Street Maintenance

Parks Maintenance

Fleet Maintenance

Facilities Maintenance

Water System Maintenance

Sewer System Maintenance

Storm System Maintenance

Water Supplies

Water Treatment

Sewer Treatment

Industrial Pretreatment

Reuse Systems Operations

Environmental Services

- Mosquito Control
- Recycling
- Water Quality
- Laboratory Operations

INFORMATION TECHNOLOGY DEPARTMENT
303-438-6204
Kale Gilmore

Operations - Systems and Networks

- Systems and Network Security
- Server operations and maintenance
- Telecommunications
- Network Infrastructure

End-User Tools

- I.T. Help Desk
- Support for other departments

Applications

- Enterprise Software Maintenance
- Department application support
- Software development

Geographical Information Systems

- Implements spatial data policies, procedures and standards
- Provides technical leadership, spatial data management, and project coordination to improve the quality and lower the cost of services
- Provide intergovernmental coordination and data exchange within the geospatial community

COMMUNITY DEVELOPMENT DEPARTMENT
303-438-6389
Kevin Standbridge

Planning

- Comprehensive & Area Plans
- Development Review
- Growth Management
- Demographic Database

Engineering

- Infrastructure Planning
- Traffic/Transportation
- Development Review
- Infrastructure Inspection

Capital Improvements Program

- Project Design
- Construction Mgmt

Building

- Building Plan Review
- Building Inspection
- Building Code Services

Code Compliance

- Zoning Violations
- Nuisance Complaints

Transportation Mgmt

- Local and Regional Transportation Planning

Housing

- Develop and manage programs for affordable housing
- Manage CDBG Housing Programs

Geographical Information Systems

- Mapping/Surveyor
- Geographic Data
- Live Broadcast of Council Meetings