City and County of Broomfield Government

17th Judicial District
District Attorney
District Court
County Court

Residents of Broomfield

Mayor and City Council

INDEPENDENT AUTHORITY BOARDS
Building Corporation
Housing Authority
Urban Renewal 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

APPEAL AND FINAL ADMINISTRATIVE DECISION BOARDS
Planning and Zoning Commission
- Building and Construction Board of Appeals
- Zoning Adjustment
- Construction Licensing Board

Personnel Merit Commission
Board of Equalization
Local Licensing Authority

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

CITIZEN ADVISORY BOARDS, COMMISSIONS AND COMMITTEES
Broadlands Golf Course Board
Brunner Farmhouse Advisory
Cemetery Committee
Cultural Council
Health and Human Services Advisory
HHS Workforce Investment Board
Historic Landmark Board
Planning and Zoning Commission
Library Board
Open Space and Trails Committee
Parks and Recreation Committee
Public Art Committee

GOVERNMENTAL AFFAIRS DEPARTMENT
303-438-6355
Jennifer Hoffman

Intergovernmental Relations
- Federal and State Legislative Relations
- Federal, State and Local Agency Relations

PUBLIC INFORMATION
303-438-6308
Rosann Doran

Communications
- Channel 8
- Website
- Publications

PERFORMANCE AND INTERNAL AUDIT DEPARTMENT
303-464-5821
Bernie Block

- Internal audit and review of organizational 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
- Produce tax roll

City / County Manager
Charles Ozaki
303-438-6300

Deputy Manager
Kevin Standbridge
303-438-6300

Assistant Manager
Jim Becklenberg
303-438-6300

COMMUNITY DEVELOPMENT DEPARTMENT
303-438-6245
Dave Shinneman

Planning
- Comprehensive and Area Plans
- Development Review
- Growth Management
- Demographic Database

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

Capital Improvements Program
- Project Design
- Construction Management

Building
- Building Plan Review
- Building Inspection
- Building Code Services

Code Compliance
- Zoning Violations
- Nuisance Complaints

Transportation Management
- Local and Regional Trans-

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

Geographical Information Systems
- Mapping / Surveyor
- Geographic Data
- Live Broadcast of Council Meetings

POLICE DEPARTMENT
303-438-6400
Tom Deland

Administration
Patrol
Traffic
Investigations
Crime Prevention
Community Policing
Communications Center
Records
Training
Special Events Management
Animal Control
Emergency Management
Responsible for Sheriff
Court Security
Jail Management
Detention Center

HUMAN RESOURCES DEPARTMENT
303-438-6320
Suzanne Smith

Administration of Personnel Merit System
Employment Recruitment
Salary / Compensation Administration
Employee Benefits
Administration of Self-Funded Medical
Employee Training and Development
Employee Relations
Job Line
Volunteer Recruitment and Administration

INFORMATION TECHNOLOGY DEPARTMENT
303-438-6204
Kale Gilmore

Operations - Systems and Networks
- Systems and Network Security
- Server operations and maintenance
- Telecommunications

End-User Tools
- I.T. Help Desk
- Support for other

Applications
- Enterprise Software Maintenance
- Department application support

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

CITY AND COUNTY CLERK DEPARTMENT
303-464-5819
Jim Candelarie

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 and License Plates

Central Records
- Document Recording
- Property Deeds
- Marriage Licenses
- Birth Certificates

COURTS ADMINISTRATION DEPARTMENT
720-887-2100
Jackie Smith

Municipal Court Administration
County Court Admin.
District Court Admin.
Arraignment Schedules
Court Case Manager
Coordination with Police Department
Penalties Administration
Community Corrections Programs
Coordination with 17th Judicial District
Coordination with Health and Human Services Department

FINANCE DEPARTMENT
303-438-6368
Pat Soderberg

Budget
- Performance Management Reporting
- Economic Monitoring

Fiscal Services
- Accounting and Reporting
- Asset Management
- Debt Management
- Cash and Investments
- Payroll

Central Purchasing
- General Purchasing
- Contact Administration

Risk Management
- Property and Liability Insurance Administration

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

ECONOMIC DEVELOPMENT DEPARTMENT
303-464-5579
Bo Martinez

Commercial and Retail Development
Business Retention and Expansion
Liaison with Business Community and BEDC

PUBLIC WORKS DEPARTMENT
303-464-5803
David Allen

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

Environmental Services
- Mosquito Control
- Recycling Water Quality
- Laboratory Operations

COMMUNITY RESOURCES DEPARTMENT

Recreation Services
Nancy Harrold
303-460-6905
- 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
- Arts Programs
- Auditorium
- Public Art
- Museums

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

Senior Services
- Nutrition Services
- Easy Ride Transportation
- Wellness Services
- Information and Referral

Public Health and Environment
- Health Promotions
- Nutrition Services
- Nursing Services / Immunizations
- Environmental Health Services
- Disease Investigations
- Reproductive Health
- Emergency Preparedness and Response
- Vital Records

Self-Sufficiency, Public Assistance and Employment Division
- Temporary Assistance to Needy Families
- Child Support Enforcement
- Medicaid / Medical Assistance
- Adult and Aging Programs
- Food Stamps
- Low-Income Energy Assistance
- Tenant Based Rental Assistance
- Veterans' Services

Broomfield Workforce Center

Family and Children's Services Division
- Child Protection / Adult Protection
- Child Care Assistance
- Out-of-Home Placement / Foster Care
- Adoptions / Foster-Adopt

CSU Extension

01/31/2012