



City and County of Broomfield Government

RESIDENTS OF BROOMFIELD

MAYOR AND CITY COUNCIL

17th JUDICIAL DISTRICT

Coroner
County Court
District Attorney
District Court

INDEPENDENT AUTHORITY BOARDS

Arista Local Improvement District
Building Corporation
Housing Authority
Urban Renewal Authority

MEDICAL / PENSION BOARDS

Employee Medical Care Plan Board
Employee Pension Boards

BOARDS OF THE CITY COUNCIL

Board of Health
Board of Social Services

STRATEGIC INITIATIVES
303-464-5153
Tami Yellico

- Comprehensive Plan Completion and Implementation - Special Projects

LEGAL, AUDITS AND JUDICIAL

City/County Attorney
External Auditor
Municipal Judge

APPEAL AND FINAL ADMINISTRATIVE DECISION BOARDS

Board of Equalization
Local Licensing Authority
Personnel Merit Commission
Planning and Zoning Commission

- Building and Construction Board of Appeals
- Construction Licensing Board
- Zoning Adjustment

CITIZEN ADVISORY BOARDS, COMMISSIONS AND COMMITTEES

Broadlands Golf Course Board
Brunner Farmhouse Advisory
Cemetery Committee
Cultural Council
Health and Human Services Advisory
Historic Landmark Board
HHS Workforce Investment Board
Housing Advisory Committee
Library Board
Open Space and Trails Committee
Parks and Recreation Committee
Planning and Zoning Commission
Public Art Committee

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

- Internal audit and review of organizational processes

COMMUNITY ASSISTANCE CENTER
303-438-6300
Eileen Albrecht

- Consolidated customer service—offering one-stop convenience for a variety of City and County services

City / County Manager
Charles Ozaki
303-438-6300

Deputy Manager
Kevin Standbridge
303-438-6300

Assistant Manager
Jennifer Hoffman
303-438-6300

COMMUNITY DEVELOPMENT DEPARTMENT
303-438-6245
Dave Shinneman

Building
• Building Code Services
• Building Inspection
• Building Plan Review

Capital Improvements Program
• Construction Management
• Project Design

Code Compliance
• Nuisance Complaints
• Zoning Violations

Engineering
• Development Review
• Floodplain Permitting
• Infrastructure Inspection
• Infrastructure Planning
• Traffic / Transportation

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

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

Planning
• Comprehensive and Area Plans
• Demographic Database
• Development Review
• Local and Regional Transportation Planning

FINANCE DEPARTMENT
303-438-6368
Pat Soderberg

Budget
• Performance Management Reporting
• Economic Monitoring

Fiscal Services
• Asset Management
• Accounting and Reporting
• Central Purchasing
• Cash and Investments
• Debt Management
• Payroll
• Central Purchasing

Risk Management
• Property and Liability Insurance Administration

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

PUBLIC WORKS DEPARTMENT
303-464-5803
David Allen

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

Facilities Maintenance
Fleet Maintenance
Industrial Pretreatment
Parks Maintenance
Reuse Systems Operations
Sewer System Maintenance
Sewer Treatment
Storm System Maintenance
Street Maintenance
Water Supplies
Water System Maintenance
Water Treatment

POLICE DEPARTMENT
303-438-6400
Gary Creager

Administration
• Emergency Management

Operations Bureau
• Animal services
• Criminal investigations
• Community policing
• Crime prevention
• Crime scene processing
• Patrol
• Property & evidence
• School resource officers
• Special events
• Traffic
• Victim services

Support Services
• Civil services
• Communications Center
• Court security
• Crime analytics
• Inmate transport
• Jail management
• Maintenance
• Records
• Training

ASSESSOR DEPARTMENT
303-464-5819
Sandy Herbison

• Certification of value to taxing authorities
• Maintain value and boundaries of all taxing authorities
• Produce tax roll
• Valuation of all real and personal property

ECONOMIC DEVELOPMENT DEPARTMENT
303-464-5579
Bo Martinez

Business Assistance and Investments
Business Recruitment, Retention, and Expansion

Commercial Development/Redevelopment (Retail, Office, and Industrial) and Mixed-Use Development

Community Partnerships

Data Resources and Information

Small Business Development

Target Industry and Community Marketing

OPEN SPACE AND TRAILS DEPARTMENT
303-438-6335
Kristan Pritz

• Land Acquisition
• Management of Open Space
• Planning
• Trail System Development
• Wildlife Policies, Research, and Education

RECREATION AND SENIOR SERVICES DEPARTMENT
303-460-6900
Clay Shuck

• Cemetery
• Facility Planning
• Recreation Centers
• Recreation Programs
• Special Community

Senior Services
• Nutrition Services
• Easy Ride Transportation
• Well-ness Services
• Information and Referral

COMMUNICATIONS AND GOVERNMENTAL AFFAIRS DEPARTMENT
303-438-6300
Anne Lane

Communications
• Channel 8
• Governmental Affairs
• Local/State /Federal
• Public Relations
• Website Administration / Social Media

PUBLIC LIBRARY AND CULTURAL AFFAIRS DEPARTMENT
720-877-2300
Abby Yellman

• Arts Programs
• Auditorium
• Books and Periodicals
• Creative Broomfield Initiatives
• Cultural Spaces and Places
• Discovery Lab and Makers Space
• Education
• Information Access
• Life-Long Learning
• Museums
• Public Art

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

Clerk and Recorder
• Board of Equalization Administration
• City Council agendas and minutes
• City Records
• Mail Room
• Solicitor and liquor licensing
• Birth Certificates
• Document Recording
• Property Deeds

Elections
• Election Administration
• Voter Registration

Motor Vehicle
• Titles and License Plates

COURTS ADMINISTRATION DEPARTMENT
720-887-2100
Julie McCarthy

Arraignment Schedules
Coordination with 17th Judicial District

Coordination with County Court Administration

Court Case Manager

Coordination with District Court Administration

Municipal Court Administration

Penalties Administration

HUMAN RESOURCES DEPARTMENT
303-438-6320
Suzanne Smith

Administration of Personnel Merit System

Employment Recruitment and Selection

Salary / Compensation Administration

Employee Benefits Administration
• Life and Health
• Retirement Plans
• Wellness
• Workers Compensation

Administration of Self-Funded Medical

Employee Training and Development
• Organizational and Leadership Development

Employee Relations

Job Line

Volunteer Recruitment and Administration

INFORMATION TECHNOLOGY DEPARTMENT
303-438-6201
Ernesto Chavez

Administration
• Project Management
• IT Security Management

Operations
• Application administration
• Network administration
• System administration
• Telecommunications administration
• Customer Success
• Conference room support
• Desktop support
• Help desk
• Printer support
• Geographic Information System

DevOps
• Health Promotions
• Nursing Services / Immunizations
• Environmental Health Services
• Disease Investigations
• Reproductive Health
• Emergency Preparedness and Response
• Vital Records

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

HEALTH AND HUMAN SERVICES DEPARTMENT
720-887-2200
Dan Casey

Broomfield Workforce Center

Child, Adult, and Family Services
• Child Protection / Adult Protection
• Out-of-Home Placement / Foster Care
• Adoptions / Foster-Adopt

CSU Extension

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