

City Manager's Office (Admin: Shannon Pollock, ext.. 2389 / City Manager: Michael Martinez)

- Daily operation oversight
- Prepares recommendations for City Council on policies and budgets
- Implements Council directives after a majority vote
- Budget and Performance (Manager: Kayla Barber-Perrotta)
 - Management of budgets and forecasts
 - Annual, CIP, 10-year picture
 - Performance and Leadership Academy management and facilitation
- Sustainability (Coordinator: Traci McLean)
 - Long-term planning for growth with triple bottom line approach
 - Managing sustainability-related capital projects
 - Coordinating sustainability efforts across departments
 - Event planning & educational workshops

City Attorney's Office (Point of Contact: Jeanette Gallagher, ext. 2257 / City Attorney: Alicia Calderon)

- Provides legal advice and assistance regarding City business to all City departments and City Council
- Prosecutes violations of city municipal ordinances (city laws) created by the City of Brighton

Economic Development Corporation (Admin: Julie Ramsey, ext. 2194 / Director: Robin Martinez)

- Recruit new businesses
- Maintain relationships with business owners
- Expand current businesses
- Goal is to increase jobs and tax revenue

Human Resources (Point of Contact: Christian Morales, ext. 2098 / Director: Kevin Young)

- Recruitment and orientation
- Compensation and benefits
- Training and development
- Administer employee benefits
- Employee relations
- Workers compensation
- Tuition reimbursement
- Bilingual pay program

General Services

- **City Clerk** (Point of Contact: Estefania Flores, ext. 2013/ City Clerk: Natalie Hoel)
 - City Council agendas and minutes
 - Elections
 - Records management, to include open records request
 - Liquor licensing
- **Municipal Court** (Point of Contact: ext. 2064/ Court Administrator: Michelle Ramos)

- Court calendar and dockets
- Report convictions on traffic cases
- Collect fines and bond money
- Probationary services
- Input court orders and process summons

Facilities & Fleet (Admin: Candy Davis, ext. 1000 / Fleet Admin: Iveth Martinez, ext. 2087 / Director: Patrick Rome)

- Facility maintenance
- Package sorting
- Custodial services
- Maintenance of City of Brighton fleet (vehicles), to include pool vehicles, Police Department vehicles, and assigned staff vehicles

Parks & Recreation (Admin: Veronyka Gonzalez, ext. 2013 / Director: Travis Haines)

- Parks Maintenance (Manager: Doug Brown, ext. 1223)
 - Upkeep of all parks in the City of Brighton, including playground maintenance
 - Mowing during summer months
 - Snow removal during winter months
- **Cemetery** (Admin: Julie Meketuk, ext. 2090 / Manager: Rhiannon Natali, ext. 2060)
 - Upkeep of cemetery grounds
 - Burial services
 - Flag burning pit
- **Open Space/Forestry** (Manager: Bob Woods, ext. 2274)
 - Upkeep of all open spaces in the City of Brighton
 - Maintaining forest life
- **Eagle View Adult Center** (Manager: Sue Corbett, ext. 2076)
 - Provide support to senior citizens through classes and social events
- **Recreation Center** (Admin: Nancy Gutierrez, ext. 2202 / Asst Director: Carleen Watts, ext. 2206)
 - Aquatics/Oasis
 - Sports
 - Facility Rentals (Community rooms, park shelters, etc.)
 - Youth summer camps (Funshine)
 - Fitness classes
 - Personal training
 - Special events (campouts, adult night out, holiday events, Oasis special nights, etc.)

Public Works (Admin: Liz Escatel, ext. 2117 / Director: Greg Labrie)

- Engineering
- Construction
 - Department management
 - Construction and ROW Inspection Service

- Street maintenance Operations
- Streets (Manager: Bob Younger)
 - Provide safe roadways within City limits
 - Snow removal
 - Street sweeping

Communications & Engagement (Admin: Sheryl Johnson, ext. 2042 / Director: Kristen Chernosky)

- Communications (Manager: Zachary Reese, ext. 2141)
 - Coordinates external and internal communications
 - Provides information to residents, businesses, visitors, employees, and media outlets
 - Responsible for KBRI-8, city publications, news releases, graphic design, and the city's website
- Special Events (Manager: Gary Montoya, ext. 2217)
 - Coordinates some of the city's flagship events (Brighton Summerfest, 4th of July Celebration and Fireworks, Tree Lighting & Winter Market, and Festival of Lights Parade)
 - Coordinates Flix & Kicks/Music & Movies in the Park
- Armory (Coordinator: Marcus Garcia, ext. 2140 / Manager: Gary Montoya, ext. 2217)
 - Venue rentals
 - Concerts
 - Theater/Plays
- Arts & Culture (Coordinator: David Gallegos, ext. 2176)
 - Eye for Art Program
 - Art in the Park
 - Outdoor Art
 - Excellence in Arts Award
- Youth Services (Admin: Abby Martinez, ext. 2186 / Manager: Tawnya Russell, ext. 2123)
 - Brighton Youth Commission
 - Brighton Youth Corps
 - Growing Grads Initiatives such as College & Career Fair Kickoff, FAFSA/CAFSA Nights, Summer Internship Program, Youth Entrepreneurship Program, Scholarships, Mentoring)
 - Image Summit
 - Adams County Mayors and Commissioners Youth Awards

Community Development (Admin: Nooreen Ebrahim, ext. 2059 / Director: Holly Prather)

- Permitting (Permit Counter, ext. 2017)
 - Assist with construction-related permitting and licensing including all contractor's licensing, building permits, temporary and event permits, right of way permits, bonding, inspections and general development coordination
- Special Licensing (Permit Counter, ext. 2017)

- Assist with business licensing including but not limited to alcoholic beverages, mobile businesses, and group/foster home
- Assist with contractor's licensing
- Planning & Zoning (Planner on Duty, ext. 2059)
 - Assists with understanding and applying the City of Brighton's development policies and regulations in accordance with the Comprehensive Plan and District Plan, the Land Use and Development Code
 - Provides primary staff support to the Planning Commission
 - Provides information on development processes, land use, zoning and design standards
- Historic Preservation (Emma Lane, ext. 2051)
 - Provides primary staff support to the Historic Preservation Commission
 - Downtown Historic District design and Certificate of Appropriateness
 - Property Designation
- Brighton City Museum (Bill Armstrong, ext. 2288)

Finance (Admin: Jill Johnson, ext. 2254 / Director: Catrina Asher)

- Accounting & Reporting
 - Payables and receivables
 - Capitol Asset and Grant Reporting
 - Cash, Investment & Debt Management
 - Payroll Processing
 - General Accounting
 - Annual Audit and Financial Reporting
- Sales Tax & Business Licensing (ext. 2041)
 - Business License Processing
 - Sales Tax Collection and Auditing
 - Construction Use Tax Project Reconciliation
- Procurement & Contracting (ext. 2067)
 - Solicitation Processing & Selection
 - Contract Administration
 - Vendor Management
- Utility Billing & Customer Service (ext. 2009)
 - Billing and Payment Processing
 - Customer Assistance Programs

Information Technology (Admin: Alicia Romo, ext. 2338 / Director: Chris Neves)

- IT Help Desk (ext. 2057)
- IT onboarding for new employees
- End user support
- Network and cyber security
- Asset and project portfolio
- Systems implementation and maintenance

- Geographic Information Systems (GIS) which provides geographics capabilities, analysis, maps, and data to city departments
- Cloud storage and computing
- Digital adaptation and migration
- Infrastructure design and architecture

Police Department (Admin: Monique Martinez, ext.. 2304 / Police Chief: Matt Domenico)

- Non-emergency issues & General Information (ext., 2300)
- Non-emergency Dispatch (303-288-1535)
- Investigations (Commander Chad Wooten)
 - Investigations Main Line (ext., 3703)
 - Investigations Tip Line (ext., 8740)
 - Sexual Assault Taskforce
- Patrol (Admin: Pilar Anich, ext. 2309 / Commander Monce Portillo)
 - Uniformed officers responsible for responding to calls for service
- Animal Welfare
 - Non-emergency Dispatch (303-288-1535)
- Code Enforcement (ext., 2025)
 - Community Services Division
- Youth Services Unit (Commander Mike Domenighini, ext. 8755)
 - School Resource Officers
 - Safe2Tell
- Victim Services (Manager: Kim Messina, ext. 2308)
 - Provides victims with information, support and referrals, comfort, compassion, and caring to crime victims and their families
 - Crisis Intervention
- Property and Evidence (Commander Justin Moore)
 - Collect forensic evidence and manage all evidence and property taken in by department
- Records (ext., 2300 / Commander Justin Moore)
 - Responsible for the retention of police records as well as the release of information to the public, courts and other law enforcement agencies, and insurance companies
 - Complete background checks and clearance letters
 - Complete VIN inspections
 - Tows and impound information
- Emergency Management (Coordinator: Stephanie Hackett, ext. 2316)
 - Provides planning, training, exercises, and education outreach programs related to natural and man-made disasters
 - Assists and prepares government agencies, citizens, and private/non-profit organizations prior to, during and after a local emergency or disaster
- Police Explorers (Christine Gardalen, ext. 2346)
 - A program for young men and women between the ages of 14-21 who have an interest in law enforcement

Utilities (Admin: Liz Escatel, ext. 2117 / Director: Scott Olsen)

- Day-Time Water & Sewer Outages (ext., 2068) (Supervisor: Cody Henry)
- Emergency & After Hours (303-806-5970)
- Water Treatment (Manager: Jordan Anderson)
- Sewer (Manager: Kim Schoen)
 - Wastewater Treatment Plant
- Stormwater (Coordinator: Rachel Mertens)
 - Stormwater Hotline (ext., 2120)
- Utility Customer Service (ext., 2009)
- Utility Engineering (Manager: Anna Sparks)
 - Responsible for managing Capital Improvement Plan projects for water, wastewater, and storm drainage infrastructure
 - Provides design review for development projects