



MEETINGS OF THE *Broomfield Council*

BROOMFIELD COUNCIL MEETING AGENDA

TUESDAY, SEPTEMBER 22, 2026

6:00 PM

Broomfield Council Chambers

George Di Ciero City and County Building

One DesCombes Drive

Broomfield, CO 80020

1. Meeting Commencement

1.A. Pledge of Allegiance

1.B. Review and Approval of Agenda

2. Petitions and Communications

2.A. Housing Solutions - Youth Presentation

3. Councilmember Reports

4. Public Comment

5. Reports

6. Consent Items

6.A. Minutes for Approval

6.B. EBT Acknowledge Review of Social Services Expenditures (Resolution No. 2026-114-BSS)

6.C. Proposition 123 Colorado Affordable Housing Financing Fund Cycle 2 Opt In (Resolution 2026-104)

6.D. Supporting Ballot Items 1A Regarding Lodging Tax and 1B Regarding the Broomfield-Xcel Franchise Agreement (Resolution No. 2026-126 and Resolution No. 2026-127)

7. Action Items

7.A. Code Change Regarding Review Criteria for Site Development Plan Administrative Amendments to Require Public Hearing for Changes that would Reduce or Eliminate Outdoor Recreation Facilities (Ordinance No. 2305 - Second Reading)

7.B. Nordstrom Silo Landmark Nomination (Resolution No. 2026-111)

7.C. Aligning Personnel Merit System with Charter Change (Ordinance No. 2316 First Reading)

8. Mayor and Councilmember Requests for Future Action

- 8.A. Councilmembers Twiss and Peterson's Request for Future Action to discuss and consider initiating the process to hold a revocation hearing for the Broomfield Town Square Site Development Plan
- 8.B. Councilmember Ward's Request for Future Action regarding Council bringing forward a resolution expressing support for the passage of H.R. 5356, National Infrastructure Bank Act of 2025
- 8.C. Councilmember Ward's Request for Future Action regarding holding a study session to be presented by Councilmember Ward on Regional Transportation Authorities

9. Adjournment

The City and County of Broomfield operates without regard to race, color, national origin, ethnicity, citizenship, immigration status, religion, gender, age, sex, sexual orientation, gender identity, gender expression, marital status, source of income, military status, or disability in all programs and activities.

Individuals with disabilities requiring accommodation or persons needing a language interpreter must submit such a request to the City Clerk no later than noon on Thursday prior to the scheduled Council meeting to allow adequate time to make arrangements. Please call 303.438.6332 or TDD 303.465.5411 or write cityclerk@broomfield.org to make your request.

During the meeting, individuals can click the "CC" button on Live Council meeting video feeds to view closed captioning. Auxiliary hearing aid equipment can be requested on the night of the meeting with our AV team located at the back of the Council Chambers.



Date Posted: September 16, 2026

Minutes for the City Council Regular Meeting

One DesCombes Drive, Broomfield, CO 80020

September 8, 2026, 6:02 PM - September 8, 2026, 8:08 PM

[View Correspondence](#)

[View Presentations](#)

Roll Call: *(The following members were in attendance)*

- **Guyleen Castriotta**, Mayor
- **Katie Peterson**, Ward 1
- **Julie Twiss**, Ward 1
- **Paloma Delgadillo**, Ward 2
- **Austin Ward**, Ward 2
- **Jean Lim**, Ward 3
- **Sarah Braun**, Ward 3 - remote
- **Laurie Anderson**, Ward 4
- **Sean McKenzie**, Ward 4 - remote
- **Heidi Henkel**, Ward 5
- **Todd Cohen**, Ward 5

Not Present:

- Lori Goldstein, Broomfield Urban Renewal Authority Member
- Elizabeth Law-Evans, Broomfield Urban Renewal Authority Member

Also Present:

- Jennifer Hoffman, City and County Manager
- Anna Bertenzetti, Deputy City and County Manager
- Nancy Rodgers, City and County Attorney
- Crystal Clemens, City and County Clerk
- And various staff members

The Mayor called a recess at 7:53 p.m. The meeting reconvened at 7:58 p.m.

1. Meeting Commencement

1.A. Pledge of Allegiance- 6:02 PM

1.B. Review and Approval of Agenda- 6:02 PM

2. Petitions and Communications

2.A. Update - 2026R and 2027 Proposed Budget - 6:03 PM

2.B. Proclamation - Declaring September 2026 as Suicide Prevention Awareness Month- 6:04 PM

2.C. Proclamation Constitution Week - 6:16 PM

2.D. Presentation - Broomfield Days - 6:22 PM

3. Councilmember Reports

4. Public Comment

5. Reports

5.A. Broomfield Housing Alliance Annual Update 2026- 6:38 PM

6. Consent Items

Councilmember Anderson moved to approve the Consent Items 6A - 6E. The motion was seconded by Councilmember Ward, and passed 10-0.

6.A. Minutes for Approval- 6:59 PM

6.B. Amendment to Intergovernmental Agreement (IGA) with Adams County Communications Center Authority (ADCOM) (Resolution No. 2026-109)- 6:59 PM

6.C. Mile High Water License Approval (Resolution No. 2026-63)- 6:59 PM

6.D. Modernization of the Elevator at George DiCero Building (Resolution No. 2026-102)- 6:59 PM

6.E. Supporting US House Resolution 10115 (Resolution No. 2026-115)- 6:59 PM

7. Action Items

7.A. Public Hearing - Palisade Park Chipotle Mexican Grill Final Plat and Site Development Plan/Urban Renewal Site Plan (Resolution No. 2026-107)- 7:09 PM

Public Hearing was opened at 7:10 PM and closed at 7:30 PM

Councilmember Cohen moved to approve Resolution No. 2026-107 Approving the Palisade Park Filing No. 1 Replat G, Lot 1 (Chipotle Mexican Grill) Final Plat and Site Development

Plan/Urban Renewal Site Plan. The motion was seconded by Councilmember Henkel, and passed 8 -2 with Councilmember Ward and Councilmember Twiss opposed.

7.B. BURA Public Hearing - Palisade Park Chipotle Mexican Grill Final Plat and Site Development Plan/Urban Renewal Site Plan (Resolution No. 2026-108-UR)- 7:37 PM
(Broomfield Urban Renewal Authority - BURA)

Authority Member Cohen moved to approve Resolution No. 2026-108-UR Approving the Palisade Park Filing No. 1 Replat G, Lot 1 (Chipotle Mexican Grill) Urban Renewal Site Plan. The motion was seconded by Authority Member Henkel, and passed 8 - 2 with Authority Member Ward and Authority Member Twiss opposed.

7.C. Electric Vehicle (EV) Charging as Primary Permitted Use in Non-Residential Districts (Public Hearing and Second Reading for Ordinance No. 2301)- 7:39 PM
Public Hearing was opened at 7:39 PM and closed at 7:44 PM

Councilmember Anderson moved to approve Ordinance No. 2301 to amend the Broomfield Municipal Code, Title 17, to revise the regulations for Electric Vehicle Charging Systems and to allow Electric Vehicle Charging Stations in various Broomfield Zone Districts. The motion was seconded by Mayor Pro Tem Lim, and passed 9 - 1 with Councilmember Ward opposed.

Councilmember Ward moved to amend Ordinance No. 2301. The motion was seconded by Councilmember Delgadillo, and failed 4-6 with Mayor Pro Tem Lim, Councilmember Anderson, Councilmember Cohen, Councilmember Henkel, Councilmember Braun, and Councilmember McKenzie opposed.

7.D. Council Appointments to Boards, External Organizations, and Committees - September 2026- 8:04 PM

Mayor Pro Tem Lim moved to approve the slate as presented. The motion was seconded by Councilmember Delgadillo, and passed 10-0.

8. Mayor and Councilmember Requests for Future Action

9. Adjournment

APPROVED:

Mayor Castriotta

Office of the City and County Clerk



Meeting Date: Tuesday, September 22, 2026

To: Mayor and Council
From: Jennifer Hoffman, City and County Manager
Presented By: Lisana Munoz, Human Services Director

Memo Title/Subject: Human Services Expenditure Report for April, May, and June 2026

[View Correspondence](#)
[View Presentation](#)

Council Action Needed on Item

If the Council, sitting as the Board of Social Services, desires to acknowledge the review of social services’ expenditures for the period April 1 to June 30, 2026, as presented, the appropriate motion is...
That Resolution 2026-114-BSS be adopted.

Summary

Each quarter, Human Services staff report to the Council, sitting as the Board of Social Services pursuant to C.R.S. 26-1-116(1)(2), financial and statistical activity to inform the Board of the Department of Human Services (DHS) programmatic trends. This report provides information on Human Services programs along with the related revenue and expenditures for the second quarter of 2026. Sources and Uses of Funds for DHS’ various programs is shown below under Financial Considerations. Graphics of programmatic trends for state fiscal year 2025/2026 are shown in Tables A through H of this memorandum.

Financial Considerations

As shown in the sources and uses of funds table below, the Department of Human Services is within the amended budgeted amount. A detailed programmatic table of sources and uses can be found [here](#).

HUMAN SERVICES - SOURCES AND USES OF FUNDS BY PROGRAM								
Sources and Uses of Funds	Actual Q2 Apr - Jun 2025	Actual Q2 Apr - Jun 2026	% Change	Actual Jan - Jun 2025	Actual Jan - Jun 2026	% Change	Original Budget 2026	Amended Budget 2026
Beginning Balance	\$5,393,960	\$ 6,371,010	18.11%	\$ 5,836,704	\$ 6,451,743	10.54%	\$ 4,826,278	\$ 5,553,473
TOTAL HUMAN SERVICES								
Sources of Funds								
State & Federal Reimbursements	\$1,544,792	\$ 1,479,912	-4.20%	\$ 2,147,268	\$ 2,042,365	-4.89%	\$ 4,380,759	\$ 4,425,970
State & Federal Share of Electronic Benefit Transfers (EBT's)	\$3,152,065	\$ 2,803,044	-11.07%	\$ 4,916,202	\$ 4,551,326	-7.42%	\$ 12,153,918	\$12,153,918
Other Revenues & Taxes	\$1,577,287	\$ 1,049,566	-33.46%	\$ 2,148,083	\$ 1,889,920	-12.02%	\$ 2,916,922	\$ 2,952,991
Total Sources of Funds	\$6,274,145	\$ 5,332,522	-15.01%	\$ 9,211,552	\$ 8,483,612	-7.90%	\$ 19,451,599	\$19,532,879
Uses of Funds								
State & Federal Share of Electronic Benefit Transfers (EBT's)	\$3,195,891	\$ 2,788,113	-12.76%	\$ 4,968,099	\$ 4,539,541	-8.63%	\$ 12,451,046	\$12,480,224
County Share of Electronic Benefit Transfers (EBT's)	\$ 92,202	\$ 90,499	-1.85%	\$ 145,856	\$ 152,834	4.78%	\$ 298,781	\$ 298,781
Operations	\$2,170,659	\$ 2,076,378	-4.34%	\$ 3,724,949	\$ 3,494,438	-6.19%	\$ 8,424,417	\$ 8,443,392
Total Uses of Funds	\$5,458,752	\$ 4,954,990	-9.23%	\$ 8,838,904	\$ 8,186,813	-7.38%	\$ 21,174,244	\$21,222,397
Balance - TOTAL HUMAN SERVICES	\$ 815,393	\$ 377,532	-53.70%	\$ 372,648	\$ 296,799	-20.35%	\$ (1,722,645)	\$ (1,689,518)
Ending Balance	\$6,209,352	\$ 6,748,542	8.68%	\$ 6,209,352	\$ 6,748,542	8.68%	\$ 3,103,633	\$ 3,863,955
REVENUES AND EXPENSES THAT FLOW THROUGH THE STATE ARE ONE MONTH IN ARREARS								

Prior Council Actions

Council, sitting as the Board of Social Services, reviews human services expenditures each quarter. For more detailed information on human services programs, updates on relevant legislation, and ongoing state and county activity, please see Consent Item 6B, [Memo for Electronic Benefit Transfers for 1st Quarter 2026](#).

Boards and Commissions Prior Actions and Recommendations

N/A

Human Services Programmatic Trends

Table A

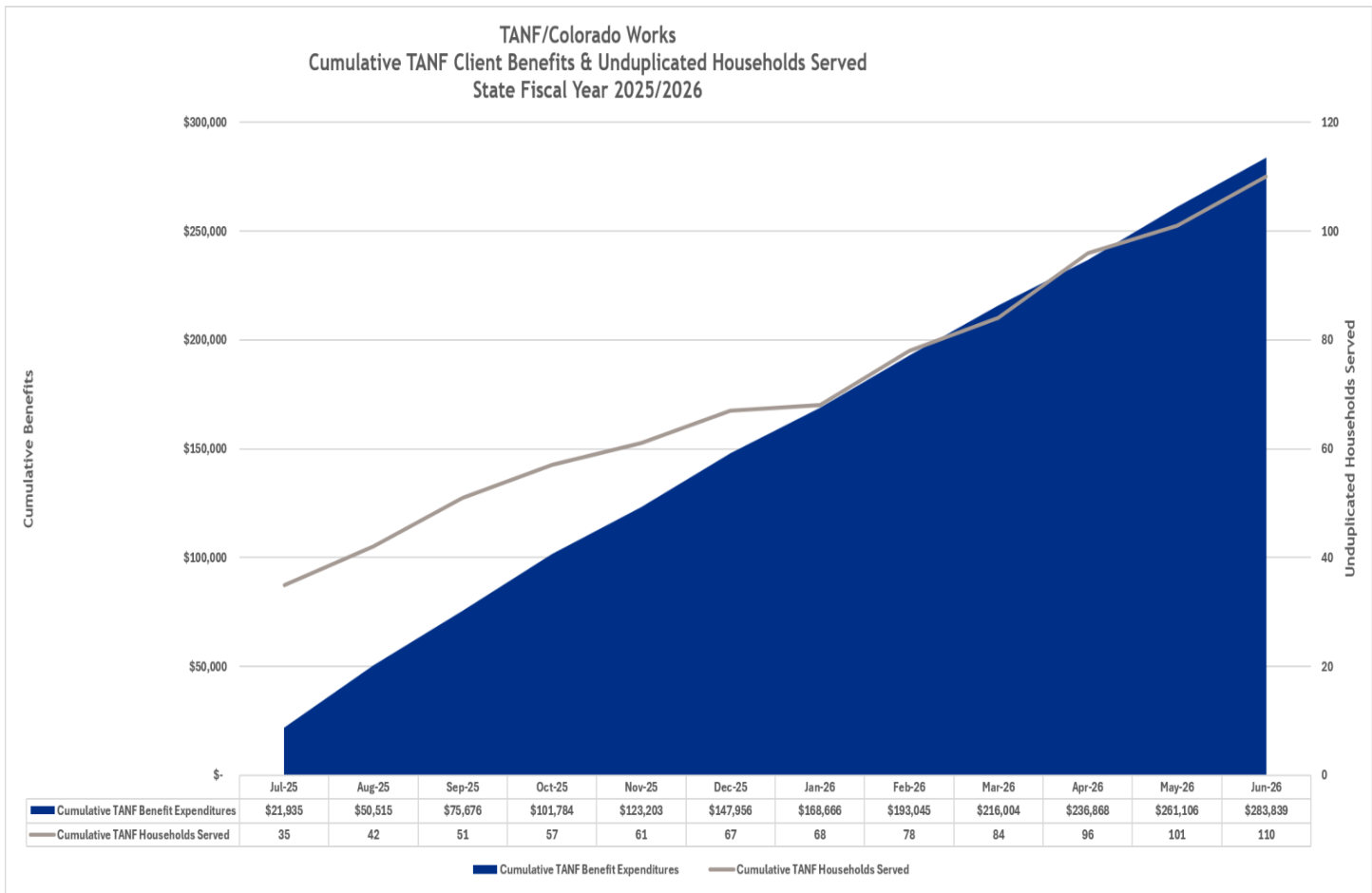


Table A shows the cumulative TANF/CO Works benefits paid to residents for SFY 25/26 along with the cumulative number of unique Broomfield households served. One hundred ten unique Broomfield TANF households received \$283,839 in benefits during SFY 25/26. DHS ended the fiscal year underspending its TANF/CO Works allocation and TANF county reserves remain at the maximum allowed of \$312,858.

Meeting Date: September 22, 2026

Title of Memo: Human Services Expenditure Report for April, May, and June 2026

Prepared By: Venita R. Dye

Table B

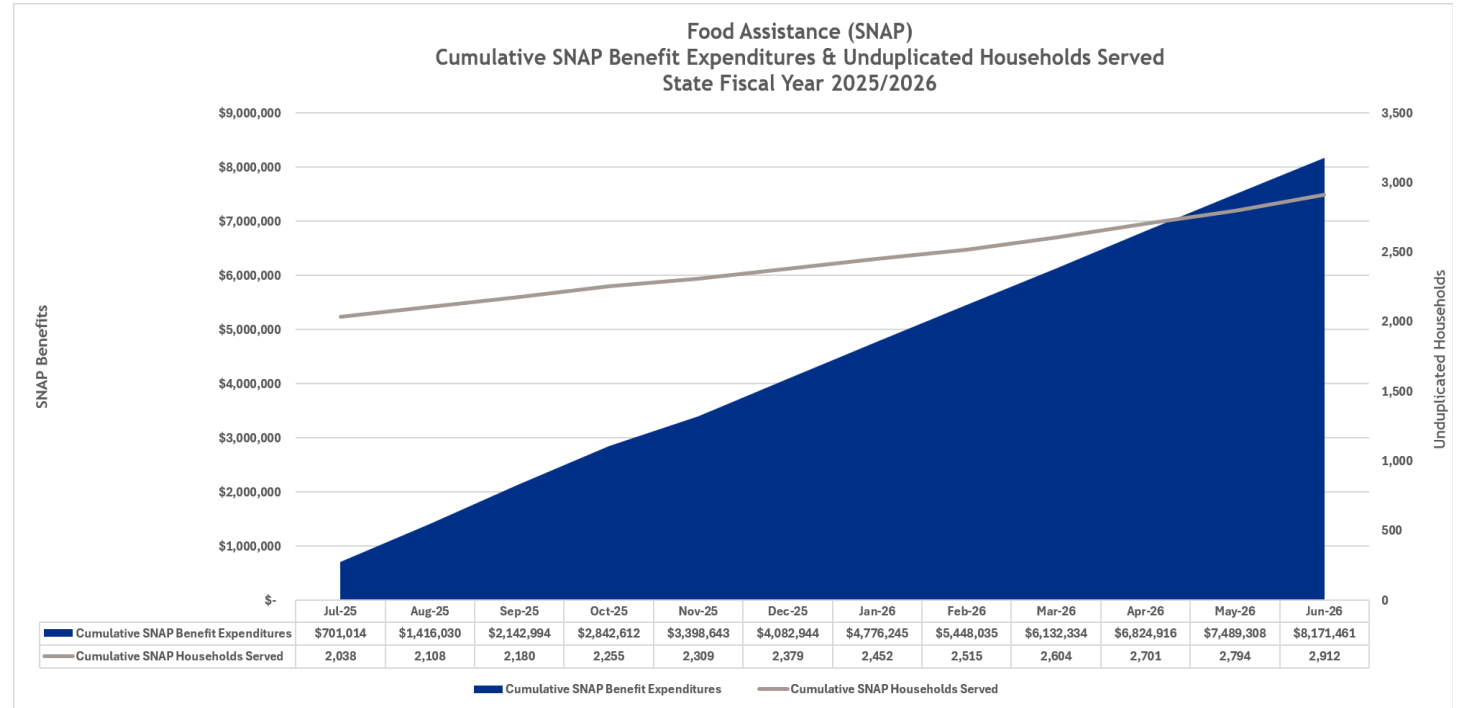


Table B shows cumulative SNAP benefits paid to Broomfield residents and the cumulative unique households served. Broomfield households received \$8,171,461 in cumulative SNAP benefits and DHS staff served 2,912 unique SNAP households during SFY 25/26.

Table C

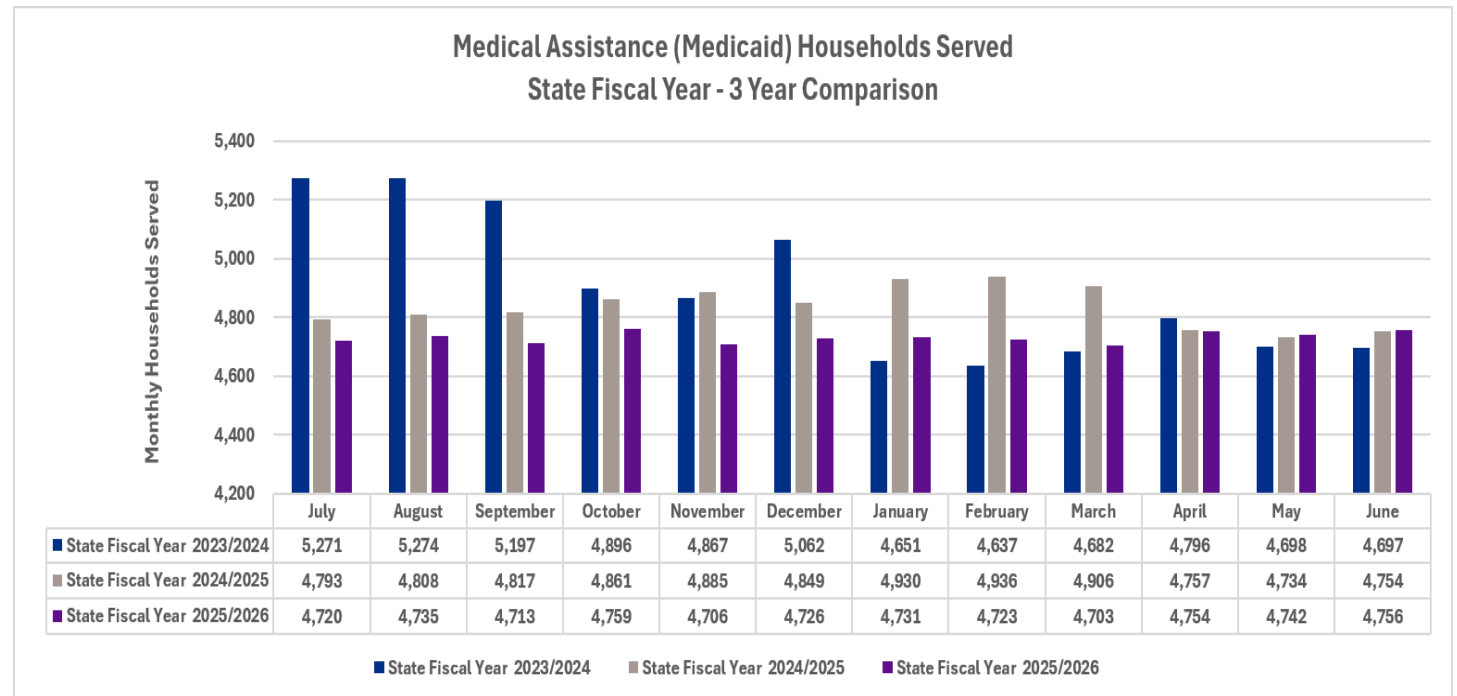


Table C shows the distinct number of Broomfield Medical Assistance/Medicaid households served each month over three fiscal years, SFY 23/24, SFY 24/25, and SFY 25/26. During SFY 25/26 DHS staff served 5,508 unique Medical Assistance/Medicaid households and 9,351 unique Medical Assistance/Medicaid individuals.

Meeting Date: September 22, 2026

Title of Memo: Human Services Expenditure Report for April, May, and June 2026

Prepared By: Venita R. Dye

Table D

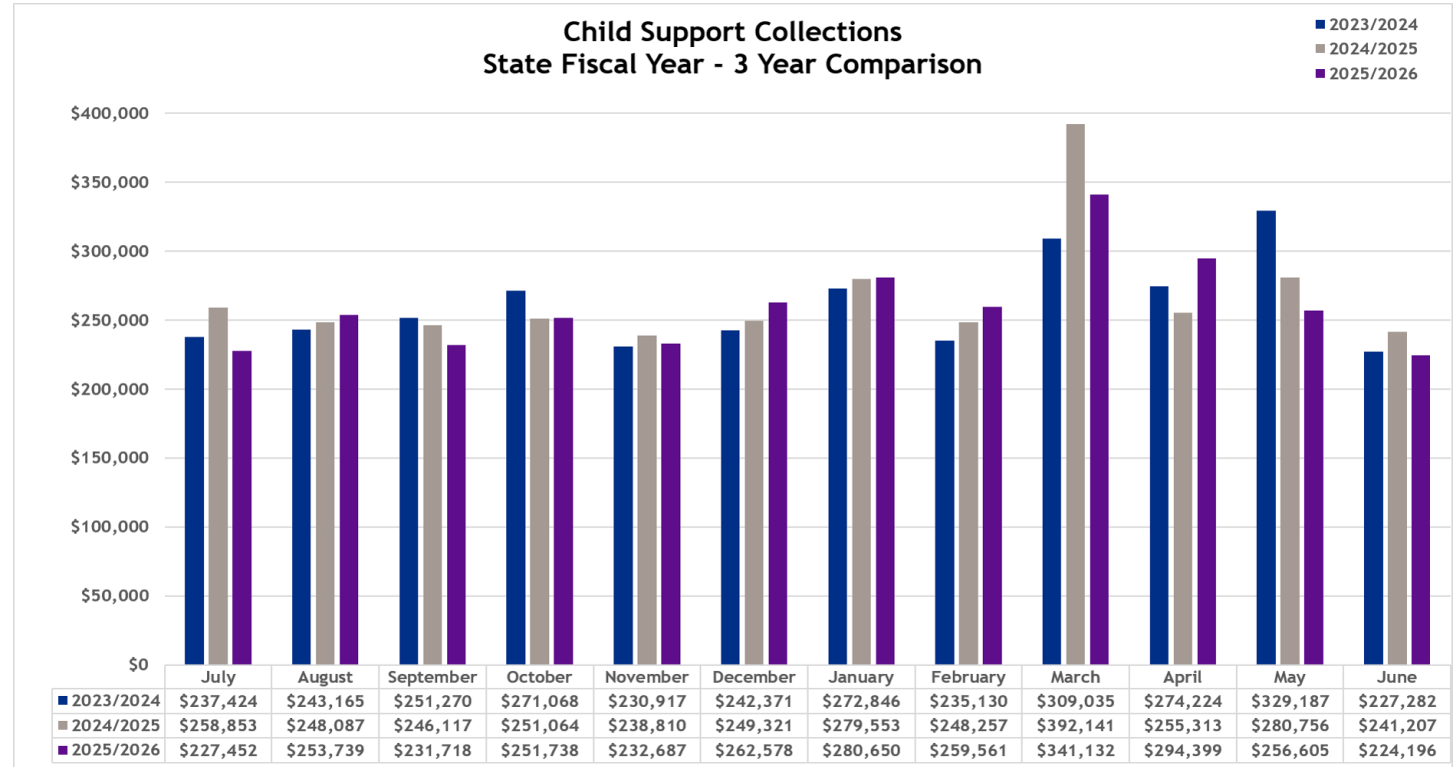
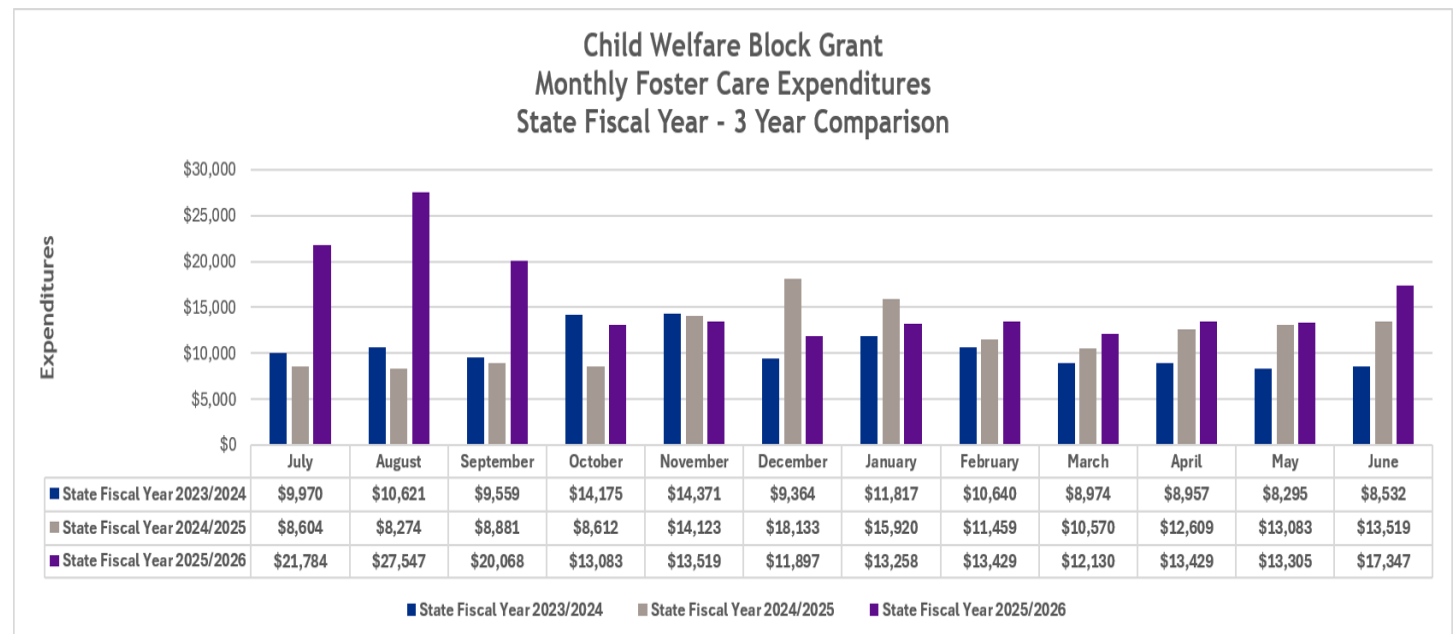


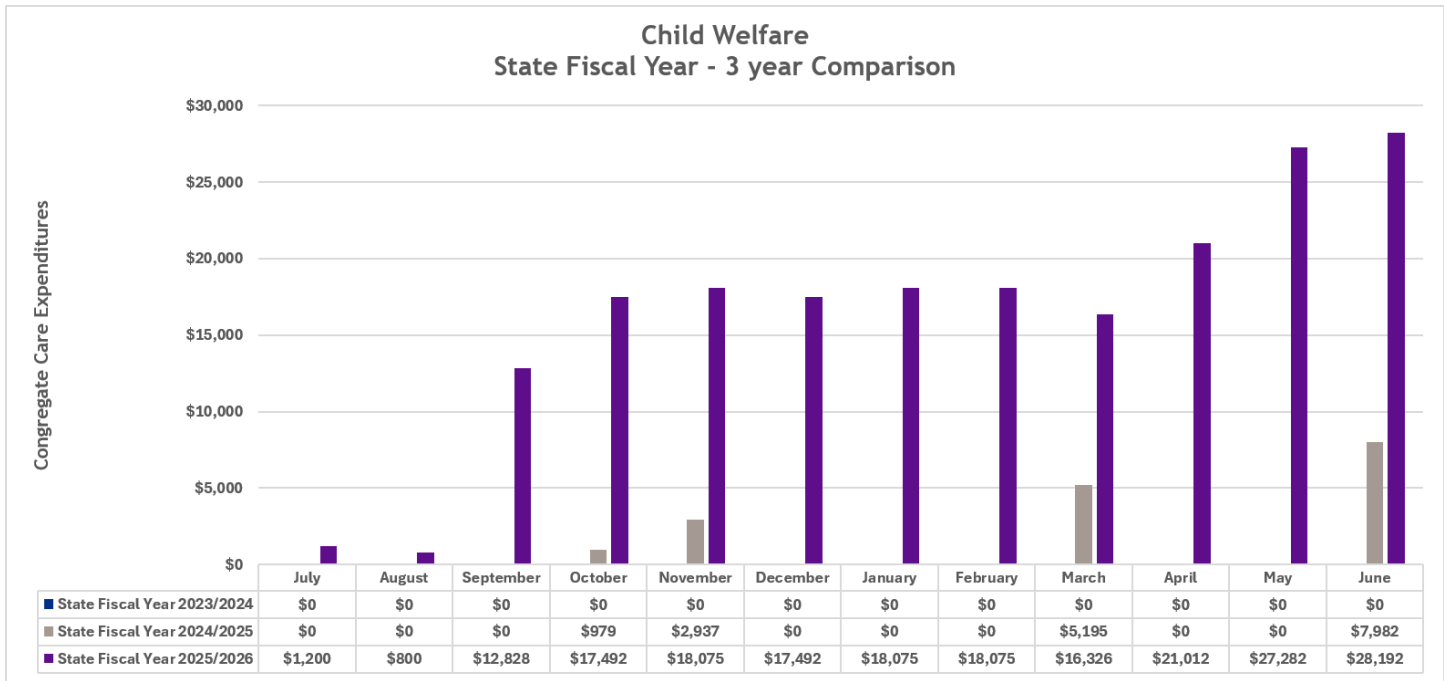
Table D shows the monthly child support collections over three fiscal years. The Child Support Services (CSS) unit consistently collects over \$3M each year to support custodial parents and their children. During SFY 23/24, the CSS unit collected \$3,123,919; in SFY 24/25, the CSS unit collected \$3,189,479; and in SFY 25/26, the CSS unit collected \$3,116,455.

Table E



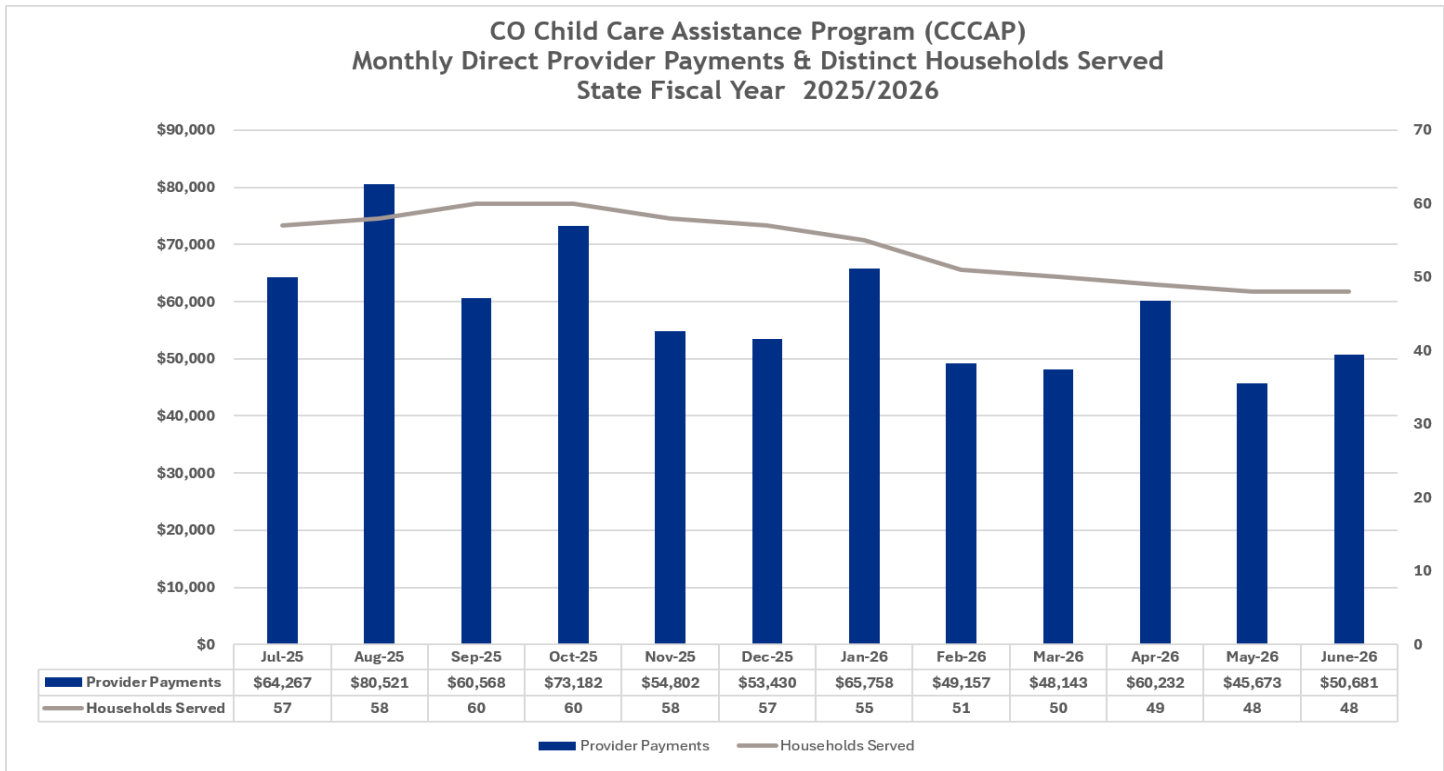
The graph above provides a monthly comparison of foster care expenditures over three state fiscal years, SFY 23/24, SFY 24/25, and SFY 25/26. The total amount paid in SFY 25/26 for foster care was \$190,796.

Table F



The Children, Adult and Family Division has had difficulty providing consistent and quality care to high acuity youth throughout SFY 25/26. As illustrated in Table F above, Broomfield DHS has seen a significant increase in monthly congregate care expenditures during the 2025/2026 state fiscal year compared to the two prior years where expenditures were largely negligible or non-existent.

Table G

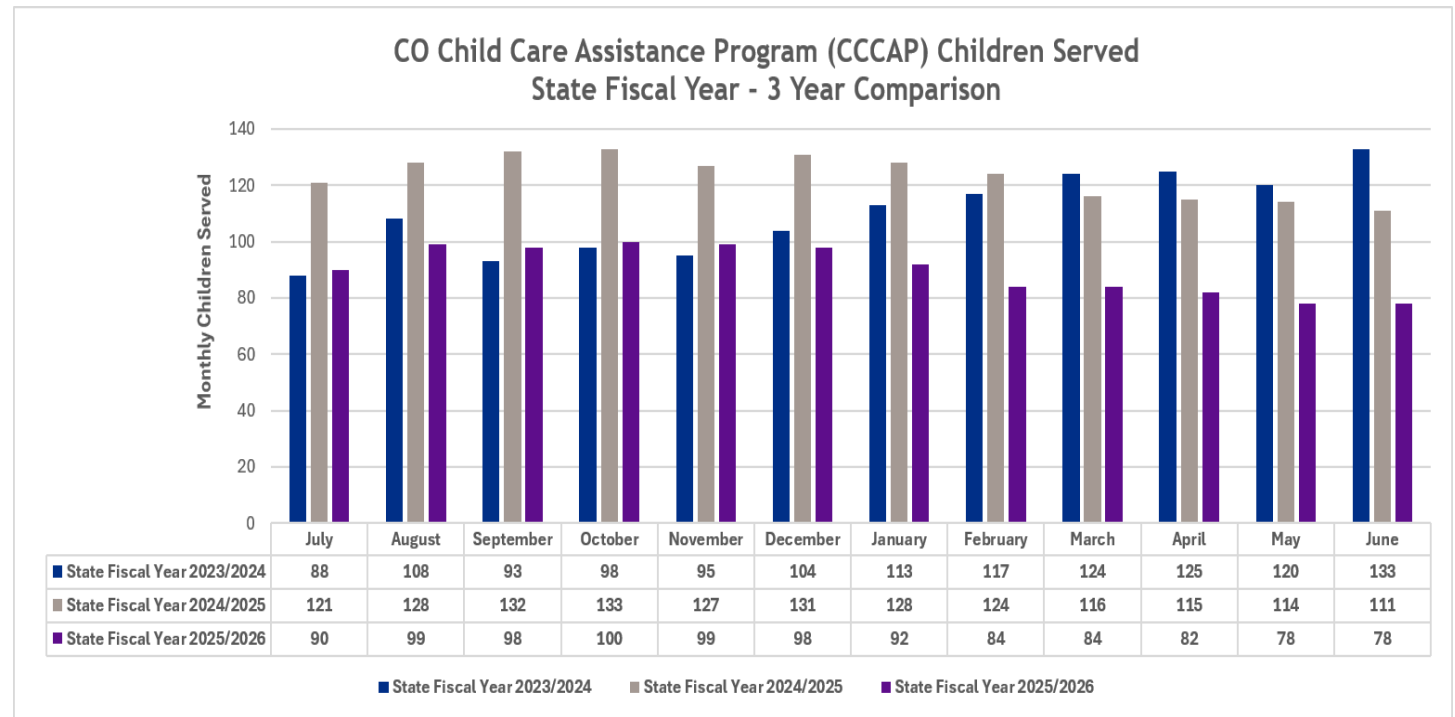


Meeting Date: September 22, 2026

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Prepared By: Venita R. Dye

Table H



Tables G and H above illustrate the activity in the CO Child Care Assistance Program (CCCAP). Table G shows the distinct number of households served each month and the provider payments issued throughout SFY 25/26. Direct provider payments totalled \$706,413 in SFY 25/26. Table H shows the number of children served each month through the CCCAP program over three fiscal years. You will notice that when Broomfield implemented a freeze on participation, the number of children served began to decline.

RESOLUTION NO. 2026-114-BSS

A Resolution Acknowledging Review of Expenditures and Electronic Benefit Transfers for
April, May, and June 2026

Be it resolved by the City Council, sitting as the Board of Social Services of the City and
County of Broomfield, Colorado:

Section 1.

City Council, sitting as the Board of Social Services, hereby acknowledges the review of
expenditures from the social services fund from January 1, 2026 through June 30, 2026
summarized in the Financial Considerations section of the memo, incorporated into the
attached memorandum.

Section 2.

This resolution is effective upon its approval by the Board of Social Services.

Approved on September 22, 2026

City Council, sitting as the Board of Social Services
of the City and County of Broomfield, Colorado

Mayor/Chair

Attest:

Office of the City and County Clerk

Approved as to form:

NCR

City and County Attorney



CITY AND COUNTY OF BROOMFIELD

Staff Memorandum

Meeting Date: Tuesday, September 22, 2026

To: Mayor and Council

From: Jennifer Hoffman, City and County Manager

Presented By: Branden Roe, Planning Manager

Memo Title/Subject: Resolution to Formally Opt in to Cycle 2 of Proposition 123, a voluntary Affordable Housing Commitment Related to Providing Affordable Housing and Funding Opportunities

[View Correspondence](#)

[View Presentation](#)

Council Action Needed on Item

If Council desires to provide formal authorization for the City and County Manager to submit a Commitment to Opt In to the Proposition 123 program for the second cycle, then the appropriate motion is... That Resolution 2026-104 be adopted.

Background

On [August 3, 2026](#), Council held a study session regarding Cycle 2 of the Proposition 123 (Prop 123) program, and provided direction to staff to proceed with bringing forward this resolution formally opting into Prop 123 for the 2027-2029 cycle, to be filed with the Colorado Division of Housing before November 1, 2026, and to draft an ordinance establishing an expedited (fast-track) review process for eligible income-aligned residential developments, to be considered for adoption by December 31, 2026. Local governments that opt into the program and meet its requirements unlock eligibility for state funding for affordable housing projects within their jurisdiction, including funding that flows to non-profit and private developers building income-aligned housing in their community.

The City and County of Broomfield (CCOB) opted into the first three-year cycle of Prop 123 (2024-2026) and permitted 331 new affordable units against a minimum obligation of 166 - nearly 2 times CCOB's minimum obligation.

CCOB's estimated obligation for Cycle 2 of Prop 123 would require permitting a minimum of 275 affordable units by December 31, 2029. If this obligation is not met, funding awarded during Cycle 2 would not be subject to a "clawback" provision, but eligibility for funds would be at risk for Cycle 3 (2030-2033).

Financial Considerations

If Council chooses not to approve Resolution No. 2026-104, then CCOB, non-profits, Broomfield Housing Alliance, and other developers operating within Broomfield would not be eligible for state funding opportunities related to affordable (income-aligned) housing.

Prior Council Action

[August 8, 2023](#) - Council approved Resolution No. 2023-109, opting into the Proposition 123 program and authorizing the City and County Manager to make and file an implementation commitment with the Colorado Division of Housing. In August 2023, CCOB filed its commitment with the State Department of Local Affairs (DOLA) to meet the Prop 123-required 9% increase (or 166 units) in its baseline number of affordable housing

units (3% per year over a three-year period). The commitment established Broomfield's baseline number of affordable housing units at 1,845.

[October 15, 2024](#) - Council held a study session related to opportunities for updating the Broomfield Municipal Code development review requirements to establish an expedited review process (also referred to as a fast-track process) for eligible income-aligned residential developments under the Prop 123 program. During this study session, Council provided direction that Broomfield should not "lead the charge" at this time, but for staff to continue working on a possible ordinance, including establishing Council as the only decision-making entity for eligible projects requiring public hearings.

[August 3, 2026](#) - Council held a study session regarding Cycle 2 of the Prop 123 program. During this study session, Council provided direction to move forward with Broomfield opting into the next Prop 123 three-year cycle (2027-2029). Opting in requires two formal actions by Council before the end of 2026 to: (1) adopt a resolution formally opting into Prop 123 for the 2027-2029 cycle, to be filed with the Colorado Division of Housing prior to November 1, 2026, and (2) approve an ordinance establishing an expedited (fast-track) development review process for eligible income-aligned residential developments, by December 31, 2026.

RESOLUTION NO. 2026-104

A Resolution Opting-In to the Proposition 123 Program for the Second Cycle (2027-2029)

Be it resolved by the City Council of the City and County of Broomfield, Colorado:

Section 1. Opt-In

The City and County of Broomfield hereby opts-in to the Proposition 123 program, as administered by the Colorado Department of Local Affairs (DOLA) through the Division of Housing for the three-year 2027-2029 commitment cycle, and the City and County Manager, or their designee, is directed to file a three-year commitment with DOLA for purposes of obtaining Proposition 123 funding for the 2027 to 2029 cycle.

Section 2. Delegation

The City and County Manager, or their designee, is authorized to approve and submit additional documents and agreements, in a form approved by the City and County Attorney, as necessary to participate in the Proposition 123 Program for the second funding cycle 2027 to 2029.

Section 4. Effective Date

This resolution is effective on the date of approval by the City Council.

Approved on September 22, 2026.

The City and County of Broomfield, Colorado

Mayor

Attest:

City and County Clerk

Approved As To Form:

City and County Attorney

KKH



CITY AND COUNTY OF BROOMFIELD

Staff Memorandum

Meeting Date: September 22, 2026

To: Mayor and Council

From: Jennifer Hoffman, City and County Manager

Memo Title/Subject: Resolutions Supporting Ballot Items 1A regarding Lodging Tax and 1B regarding the Broomfield-Xcel Franchise Agreement

[View Correspondence](#)

[View Presentation](#)

Council Action Needed on Item

- If Council desires to endorse and support ballot item 1A regarding increasing the Broomfield lodging tax to preserve and expand housing opportunities in Broomfield, the appropriate motion is to adopt **Resolution 2026-126**.
- If Council desires to endorse and support ballot item 1B regarding the Public Service Company of Colorado (Xcel) Franchise Agreement, the appropriate motion is to adopt **Resolution 2026-127**.

Summary

Background Regarding Item 1A, Lodging Tax

Ballot item 1A would increase Broomfield's lodging tax from 1.6% to 6.0%. The revenue would be dedicated to the independent Housing Authority for the City and County of Broomfield, known as Broomfield Housing Alliance (BHA), to preserve and expand housing opportunities within Broomfield. If approved, the increase would generate approximately \$2.4 million in additional annual revenue, bringing total lodging tax collections from approximately \$900,000 to \$3.3 million per year.

Broomfield's lodging tax rate has remained unchanged since its establishment in 1997, nearly three decades ago, and is now the lowest among comparable communities in the region, many of which have increased their rates at least once during that period. Regional visitation is expected to grow, with events such as the Sundance Film Festival drawing more travelers to the Denver metropolitan area, creating an opportunity for Broomfield to capture a greater share of visitor spending.

In November 1997, Broomfield voters approved a 1.6% lodging tax dedicated to the maintenance and enhancement of gateway corridors and major roadway landscaping. Since that time, Broomfield has experienced significant growth, changing demographics, and evolving community priorities.

Through strategic planning discussions, adoption of the Housing Needs Assessment, implementation of the Inclusionary Housing Ordinance, annual budget decisions, and continued investment in housing stability programs, Council has consistently identified expanding attainable housing opportunities and promoting housing stability as long-term community priorities.

Resolutions Supporting Ballot Items 1A Regarding Lodging Tax and 1B regarding the Broomfield-Xcel Franchise Agreement

If approved by the voters, Broomfield's lodging tax revenue would be dedicated to the Broomfield Housing Alliance (BHA) to support all lawful housing-related purposes, including administrative and operational expenses, preserving existing housing, expanding attainable and workforce housing opportunities, and promoting long-term housing stability for Broomfield residents, including older adults and seniors who wish to age in the community.

Background Regarding Item 1B, Public Service Company of Colorado Franchise Agreement

Pursuant to the City and County of Broomfield (CCOB) Charter, Section 17.6, the grant of a gas and electric franchise is subject to voter approval. Broomfield residents approved the existing franchise agreements with Public Service Company of Colorado, by virtue of [Ordinance No. 1872](#), and United Power, Inc., by virtue of [Ordinance No. 1874](#), both adopted in 2007. Public Service Company of Colorado currently does business under the name Xcel Energy ("Xcel"). This [map](#) shows the Xcel and United Power service areas in Broomfield.

Chapter 17.6(b) of CCOB's home rule charter allows Broomfield Council to set the terms and conditions of the franchise to be voted on.

Under the existing franchise agreement, Xcel collects a 3% fee on each consumer bill and then pays CCOB a 'Franchise Fee' equal to 3% of its gross revenues from gas and electricity sales within the City and County. This averages \$3.25-3.5M annually and is revenue for the General Fund. No franchise fee is charged for utility services provided directly to the CCOB for its own use, such as street lighting. The agreement includes an "Underground Program" dedicated to relocating existing overhead electric lines underground. Xcel budgets an amount equal to 1% of the preceding year's Electric Gross Revenues for this purpose. This averages \$679,000 per year.

The proposed franchise agreement maintains the franchise fee (3%) and undergrounding fund contributions (1%) as before.

The franchise agreement grants the utility provider the non-exclusive right to use CCOB's right-of-way, CCOB streets, public utility easements, and other CCOB property to build the infrastructure needed to provide electricity and gas to Broomfield's homes, businesses, and public spaces. The franchise agreement also regulates operational matters pertaining to traffic signals and streetlights managed in partnership with our utility providers.

The franchise agreement includes public benefits delivered through CCOB's partnership with our utility providers, including:

- General fund revenue support
- Efficient public construction projects that reduce costs and minimize disruptions
- Energy assistance and efficiency programs that help residents manage costs
- Street lighting and traffic signal lighting to keep Broomfield communities safe
- Underground program benefits

Meeting Date: September 22, 2026

Resolutions Supporting Ballot Items 1A Regarding Lodging Tax and 1B regarding the Broomfield-Xcel Franchise Agreement

There are no increased costs associated with approval of the franchise agreement. Our utility providers may, at various times, request increases from the PUC, but those terms are not regulated by the franchise agreement with CCOB. The franchise agreement with CCOB is primarily focused on how the utility providers access rights-of-way to provide services to residents in Broomfield.

RESOLUTION NO. 2026-126

A resolution to endorse and support City and County of Broomfield ballot question 1A, which proposes increasing the City and County of Broomfield's Lodging Tax and dedicating it to the Broomfield Housing Authority to preserve and expand housing opportunities

Recitals.

Whereas, on November 3, 2026, Broomfield voters have the opportunity to vote on ballot question 1A, which proposes increasing the City and County of Broomfield's current 1.6% lodging tax rate by 4.4%, bringing the total rate to 6%.

Whereas, Council has the authority to endorse and support the approval of ballot questions, including questions regarding the increase of tax rates.

Whereas, Council encourages the citizens of the City and County of Broomfield to participate in the upcoming election on November 3, 2026.

Now, therefore, be it resolved by the City Council of the City and County of Broomfield, Colorado:

Section 1.

That the Council hereby endorses and expresses its support for the passage of Broomfield Ballot Question 1A.

This resolution is effective upon its approval by the City Council.

Approved on September 22, 2026

The City and County of Broomfield, Colorado

Mayor

Attest:

Office of the City and County Clerk

Approved as to form:

City and County Attorney

RESOLUTION NO. 2026-127

A resolution to endorse and support the City and County of Broomfield ballot question 1B, which grants a franchise to the Public Service Company of Colorado (Xcel), approving a Franchise Agreement

Recitals.

Whereas, on November 3, 2026, Broomfield voters have the opportunity to vote on ballot question 1B, which grants a franchise to the Public Service Company of Colorado (Xcel), approving a Franchise Agreement.

Whereas, Council has the authority to endorse and support the approval of ballot questions, including questions regarding franchise agreements.

Whereas, Council encourages the citizens of the City and County of Broomfield to participate in the upcoming election on November 3, 2026.

Now, therefore, be it resolved by the City Council of the City and County of Broomfield, Colorado:

Section 1.

That the Council hereby endorses and expresses its support for the passage of Broomfield Ballot Question 1B.

This resolution is effective upon its approval by the City Council.

Approved on September 22, 2026

The City and County of Broomfield, Colorado

Mayor

Attest:

Office of the City and County Clerk

Approved as to form:

City and County Attorney



Meeting Date: Tuesday, September 22, 2026

To: Mayor and Council

From: Jennifer Hoffman, City and County Manager

Presented By: Anna Bertanzetti, Deputy City and County Manager

Memo Title/Subject: Second Reading and Public Hearing of Ordinance No. 2305 Regarding Review Criteria for Administrative Amendments to Site Development Plans

[View Correspondence](#)

[View Presentation](#)

Council Action Needed on Item

- If Council desires to proceed with an amendment to the Broomfield Municipal Code to modify the review criteria for administrative amendments to site development plans (SDPs), then the appropriate motion is...
 - That Ordinance No. 2305 be adopted on second and final reading and ordered published;
- If approved on second reading, proposed Ordinance No. 2305 will be published by title, and become effective 7 days after publication.

Summary

Ordinance No. 2305 proposes an amendment to Section 17-38-230 Modification regarding the review criteria for administrative amendments to site development plans. The amendment is intended to ensure that residents who choose to purchase or rent a home in a residential development can rely on the outdoor recreation amenities shown on the approved site development plan. Under the proposed amendment, any modification that would reduce or eliminate a permanent outdoor recreation facility, such as a pool, playground or dog park, could not be processed administratively and would instead require consideration through a public hearing process.

The proposed finding would be added to the existing review criteria that must be satisfied for an administrative amendment to a site development plan. An applicant would still be required to meet all other applicable findings under Section 17-38-230, including that the modification does not reduce required landscaping or plantings and does not increase parking by more than ten percent. The new finding would apply in addition to, not in place of, those existing requirements.

Prior Council or Other Entity Actions

[March 17, 2026](#) - City Council directed staff to prepare an ordinance to amend the review criteria for administrative amendments to site development plans.

[August 25, 2026](#) - Council voted to approve Ordinance No. 2305 related to review criteria for administrative amendments to site development plans (SDPs) on first reading with no amendments. No changes have been made to the ordinance since the first reading.

September 22, 2026

First Reading of Ordinance No. 2305 Regarding Review Criteria for Administrative Amendments to SDP
Prepared By: Anna Bertanzetti, Deputy City & County Manager

Financial Considerations

The amendment is not anticipated to have a financial impact on Broomfield. The Planning Division processes all SDP administrative amendments and amendments requiring public hearings.

Proposed Code Amendment

The following is the new required finding to Section 17-38-230 as a condition that must be met for a modification to proceed administratively:

The location and size of permanent outdoor recreation facilities in residential developments—including pools, playgrounds, and dog parks—may be changed through the administrative modification process, provided that: (1) the size of the facilities is not reduced; and (2) the location and design of the facilities remain appropriate given the approved site development plan.

If a proposed modification cannot satisfy the required findings for administrative review, the modification is subject to the same review process as the original site development plan, including review by the Land Use Review Commission and consideration by the Broomfield Council at a public meeting or Council call-up depending on size of the property. This process provides an opportunity for affected residents and other interested parties to offer public comment prior to a final determination, ensuring that changes to amenities residents may have relied upon when choosing to live in a development are not approved without meaningful public accountability and Council oversight.

Nance **Bold type** indicates new material to be added to the Broomfield Municipal Code
~~Strikethrough type~~ indicates deletions from the Broomfield Municipal Code

ORDINANCE NO. 2305

An ordinance to amend Chapter 17-38-230 of the Broomfield Municipal Code regarding the
Standards of Review for Modification of Site Development Plans

Recitals.

Whereas, the City and County of Broomfield has adopted site development plan review procedures in Chapter 17-38 of the Broomfield Municipal Code, including Section 17-38-230 governing modifications to approved site development plans; and

Whereas, Section 17-38-230 establishes review criteria pursuant to which certain modifications to an approved site development plan may be processed administratively without a public hearing; and

Whereas, residents who purchase or rent homes in residential developments often rely on the outdoor recreation amenities shown on the approved site development plan, such as pools, playgrounds, and dog parks, when making their housing decisions; and

Whereas, the City Council desires to amend Section 17-38-230 to add a required finding providing that the location and size of existing permanent outdoor recreation facilities in residential developments may be changed administratively only if the size of the facilities is not reduced and the location and design of the facilities remain appropriate given the approved site development plan; and

Whereas, any proposed modification that cannot satisfy the required findings for administrative review will remain subject to the same review process as the original site development plan, including review by the Land Use Review Commission and consideration by the City Council, providing affected residents and other interested parties an opportunity for public comment; and

WHEREAS, the City Council finds that adoption of this ordinance is in the best interest of the public health, safety, and welfare of the residents of the City and County of Broomfield.

Now, therefore, be it ordained by the City Council of the City and County of Broomfield, Colorado:

Section 1.

Chapter 17-38- Planned Unit Development is hereby amended as follows:

. . .

17-38-230 - Modification.

- (A) The city **and county** manager or ~~his or her~~ **their** designee may approve modifications to the site development plan if it is ~~he or she~~ determined the modifications are generally consistent with the approved PUD plan and site development plan. Such modifications are also restricted to the following categories and limits:
- (1) Floor area ratios, number and density of dwelling units, building coverage, and overall exterior dimensions may be decreased by any amount or may be increased by not more than 10%.
 - (2) Minimum lot sizes and open area may be increased by any amount or may be decreased by not more than 10%.
 - (3) Parking and drive coverage may be changed by not more than 10%.
 - (4) Location, species, and size of new trees and shrubs, and location and type of turf, ground cover, planting areas, retaining and decorative walls, fences, and similar structures can be changed, provided that materials remain equivalent and locations remain appropriate.
 - (5) The grading plan may be changed, provided that the city engineer determines there is a sound engineering basis for such change.
 - (6) **The location and size of permanent outdoor recreation facilities in residential developments, including, but not limited to pools, playgrounds, and dog parks, may be changed through the administrative modification process, provided that: (1) the size of the facilities is not reduced; and (2) the location and design of the facilities remain appropriate given the approved site development plan.**
 - (7) Other modifications may be made if, in the opinion of the city **and county** manager or ~~his or her~~ **their** designee, they are minor in scope, will not have a detrimental effect on the neighborhood or the project, and satisfy the review standards of section 17-38-220.

Section 2.

This ordinance is effective seven days after publication following final passage.

Introduced and approved after first reading on August 25, 2026, and ordered published in full.

Introduced a second time and approved on September 22, 2026, and ordered published.

The City and County of Broomfield, Colorado

Mayor

Attest:

Office of the City and County Clerk

Approved as to form:

KKH

City and County Attorney



CITY AND COUNTY OF BROOMFIELD

Staff Memorandum

Meeting Date: Tuesday, September 22, 2026

To: Mayor and Council

From: Jennifer Hoffman, City and County Manager

Presented By: Judy Hammer, Principal Planner

Memo Title/Subject: Consideration of a Historic Landmark Nomination for the Nordstrom Silo, located at 1790 West 160th Avenue.

[View Correspondence](#) and [BroomfieldVoicePage](#)

[View Presentation](#)

Council Action Needed on Item

- If Council desires to affirm the recommendation of the Historic Landmark Board and approve the application, the appropriate motion is... **That Resolution 2026-111 be adopted.**

Alternatives

- If Council finds that the standards contained in the Broomfield Municipal Code (BMC) have not been met, Council could vote to deny the application.
- If Council finds that the application has outstanding issues, Council can also modify and approve the resolution or continue the public hearing to a date certain.

Summary

Property Owner: City and County of Broomfield

Applicant: Kristan Pritz, Director of Open Space and Trails

Address: 1790 West 160th Ave

Property Legal Description: United Power Parkway Substation Filing No. 1 Outlot 1

Application Materials: [Landmark Nomination Application](#)

The Open Space and Trails Department, represented by Director Kristan Pritz, requests local historic landmark nomination for the c. 1948 Nordstrom Ranch silo, located at 1790 West 160th Avenue. Situated on a 3.16-acre City and County of Broomfield (CCOB)-owned open lands parcel, the structure is the sole remaining element associated with the historic Nordstrom Ranch. Securing historic landmark status for the Nordstrom Silo opens valuable funding pathways, making the property eligible for state preservation grants. Should this nomination be approved, the Open Space and Trails (OST) Department will apply for a State Historical Fund Grant through History Colorado to directly offset repair costs and to ensure efficient project budgeting.

Historic Landmark Board and Open Space and Trails Committee

The Historic Landmark Board (HLB) reviewed the application on September 1, 2026, and voted to recommend approval of the application by a unanimous vote (6-0). The HLB noted the importance of restoring the historic silo given its visual prominence along West 160th Avenue, its historic ties to the Nordstrom Ranch in Broomfield, and its potential to teach visitors about the use of silos and the ranching history of Broomfield.

The Open Space and Trails Committee conducted a site visit of the silo on August 24, 2026, and voted to recommend approval of the application for a CCOB landmark nomination and to support an application for a State Historical Fund Grant for rehabilitation by (9-0).

Standards of Review

A public hearing is required. At the conclusion of the public hearing, the Council reviews and makes a decision on the application based on the following standards of the Broomfield Municipal Code:

- Historic Landmark Review Standards are found in B.M.C. 17-72, which references the [criteria for designation at 17-72-050](#).

The Council shall consider all information available to them from the public hearing in their decision-making to determine if the application for historic landmark designation meets the above-referenced criteria.

Quasi-Judicial Status

This application is considered a quasi-judicial matter because Council applies pre-existing criteria in the Code to an individual property in order to evaluate the landmark designation application. As a result, the HLB and Council must only consider evidence and testimony presented at the hearing and on the record. Any comments submitted via email will be shared with the HLB and Council as part of the public record for the application, and members of the decision-making body may not discuss the application outside of the public hearing. For additional information about quasi-judicial proceedings, please see the [Frequently Asked Questions about Quasi-Judicial Land Use Proceedings](#) on the City's website.

Historic Landmark Background and Purpose

The Broomfield Municipal Code (BMC) Chapter 17-72 empowers property owners to nominate their property for historic landmark designation. The HLB reviews and makes a recommendation before Council makes the final determination.

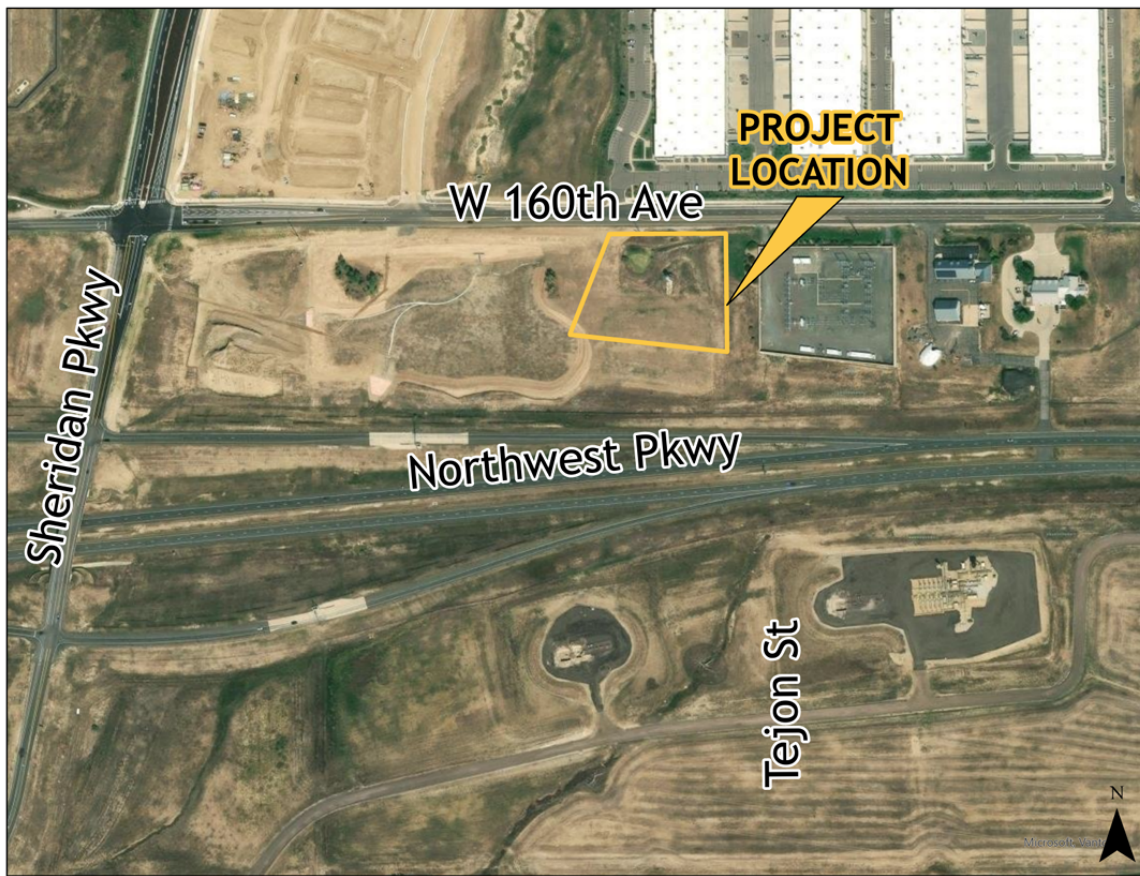
Historic designation balances private property rights with the public benefit of preserving Broomfield's unique character.

Landmark Owner Benefits and Responsibilities:

- **Structural Care:** Owners are required to preserve the landmark's integrity by maintaining exterior elements—including walls, roofs, chimneys, foundations, windows, doors, paint, and surrounding landscaping—in safe, well-kept condition.
- **Property Enhancements:** Owners are required to obtain a Certificate of Historic Appropriateness from the HLB via a public hearing prior to initiating exterior work beyond routine maintenance.
- **Demolition Protection:** The HLB reviews and approves all demolition requests associated with properties that are listed as historic landmarks through a Certificate of Demolition process.
- **Financial Incentives:** Landmark status may qualify certain owners to apply for valuable historic preservation tax credits and future grant opportunities.

Area and Site Context, History, and Silo Description

The Nordstrom Silo's setting and surrounding context include an open field featuring moderately sloped hills and a detention pond to the west of the structure. To the north of the site and across West 160th Ave are industrial flex buildings within the Baseline neighborhood; east of the site is a United Power-owned electrical substation. Northwest Parkway bounds the CCOB-owned property to the south. Immediately to the west of the silo parcel is an 11.73-acre CCOB-owned parcel that is a combination of "Open Lands" and "Open Space."



Project Location Map

While historically used for agricultural operations such as cultivating grains to feed livestock, the property is currently vacant and not in active agricultural use.

The Nordstrom family's ranching legacy began in 1909 when Swedish immigrants Anna and Andrew Nordstrom Sr. purchased 40 acres of land originally deeded to the Union Pacific Railway. As agricultural industrialization demanded larger operations, the family expanded their holdings into several hundred acres to raise cattle and cultivate grain, eventually constructing the 40-foot concrete stave silo around 1948. An auxiliary concrete pad was added directly south in 1984 to accommodate two secondary silos. The operation transitioned alongside Broomfield's growth; in 1988, the family permitted partial land annexation for municipal expansion while maintaining farm operations. By 2005, all adjacent farm structures had been demolished, leaving the main silo as the sole surviving structure of the original ranch before the City and County of Broomfield acquired the site in 2022.

Architecturally, the four-story silo features precast tongue-and-groove concrete stave walls on an 8-inch concrete slab foundation, supported externally by 28 steel hoop bands. The structure is crowned by a conical corrugated steel roof with a central opening and features ten vertical, steel-framed access hatches along its east elevation. Directly south sits the non-historic 1984 concrete pad, which displays circular imprints from the removed secondary silos, inscribed names, and a handprint. The immediate area is bounded by a wooden fence to the southwest and native vegetation, including a juniper tree against the north wall that conceals a 5-foot wooden post. The following photograph shows the silo in context with the surrounding improvements.



Nordstrom Silo, southeast elevation

Landmark Designation Criteria

Properties over 50 years old must meet one of 15 criteria under [BMC Section 17-72-050](#). Staff and the HLB evaluated the silo against four applicable criteria:

Sec. 17-72-050(A)(1): Exemplifies specific elements of an architectural style or period;

- **Mid-20th-Century Agricultural Utility:** Constructed ca. 1948, the silo exemplifies the functional, utilitarian architecture that defined mid-century agricultural operations in Colorado and the broader region.
- **Classic Concrete Stave Form:** The structure embodies the distinctive elements of a precast concrete stave silo:
 - A 40-foot-tall circular footprint (15 ft x 15 ft) resting on an 8-inch-thick slab-on-grade concrete foundation.
 - Outer walls composed of 2-inch-thick, 10-inch-wide by 30-inch-tall precast tongue-and-groove concrete staves.

- A classic conical roof constructed of 20 pie-shaped corrugated steel panels with a central opening and a slope hatch.
- Ten vertically aligned east-facing access openings framed in steel, featuring original flat wood-plank hatches with metal handles.

Sec. 17-72-050(A)(5): Represents a style particularly associated with the Broomfield area;

- **Reflection of Broomfield's Rural Heritage:** Prior to rapid suburbanization and commercial expansion, the Broomfield landscape was defined by family-operated farms and agricultural infrastructure.
- **Era of Agricultural Industrialization:** As mass production made precast concrete silos ubiquitous throughout rural Colorado in the early-to-mid 20th century, structures like the Nordstrom Silo became signature visual markers across agricultural operations in Adams and Broomfield Counties.

Sec. 17-72-050 (A)(10): Exemplifies cultural, political, economic, or social heritage of the community;

- **The Nordstrom Family Legacy:** Established by Swedish immigrants Anna and Andrew Nordstrom Sr. in 1909, the Nordstrom farm grew over several decades into a multi-hundred-acre operation cultivating wheat, barley, hay, and corn, alongside livestock.
- **Role in Broomfield's Economic Growth:** The Nordstrom family played a key role in the area's development. In 1988, portions of their land were annexed by the City of Broomfield—a pivotal event that enabled Broomfield to expand its economic base while allowing the family to continue farming. The silo stands as the primary remaining physical tie to this prominent local farming family and their contribution to Broomfield's economic evolution.

Sec. 17-72-050 (A)(14): Enhances sense of identity of the community;

- **Visual Anchor to the Past:** While nearly all surrounding agricultural buildings were demolished by 2005 as land transitioned to commercial and residential development, the Nordstrom Silo survived.
- **Contrast and Historical Continuity:** Prominently situated near West 160th Avenue, the 40-foot-tall silo creates a powerful visual contrast against modern nearby commercial developments. It serves as a tangible link to Broomfield's origins, preserving a physical sense of place and historical identity for residents in an otherwise rapidly urbanized environment.

Zoning and Relationship to Comprehensive, Neighborhood, and Sub-Area Plans

The project area is zoned Planned Unit Development (PUD) and is governed by the North Park PUD Plan, Amendment No. 5, approved by Council on July 14, 2020. The subject site is designated Open Lands per the PUD Plan. The subject property was dedicated to CCOB to meet a portion of the total 129.95 acres of public land dedication requirements as specified in the North Park PUD Plan. According to the North Park Supplemental Binder, "open lands are those public and private lands acquired and preserved in the public interest to provide for the conservation and protection of natural, physical and aesthetic enjoyment of the out-of-doors, recreational opportunities, edges to development, preservation of agricultural resources and protection of prominent geographical features and cultural resources."

The 2016 Broomfield Comprehensive Plan designated the site as "Open Lands". The proposed landmark nomination does not impact the Plan's land use or Broomfield's Long-Range Financial Plan's assumptions.

Financial Considerations

Securing historic landmark status for the Nordstrom Silo opens valuable funding pathways, making the property eligible for state preservation grants. Should this nomination be approved, the Open Space and Trails (OST) Department will apply for a State Historical Fund Grant through History Colorado to directly offset repair costs and to ensure efficient project budgeting.

September 22, 2026

United Power Parkway Substation Filing No. 1, Outlot 1 (Nordstrom Silo Landmark Nomination)

Prepared By: Judy Hammer, Principal Planner

The draft 2027 budget, which will be considered by Council in October 2026, includes \$125,000 from the Open Space Sales and Use Tax fund for rehabilitation and stabilization. Use of these funds would be dependent on landmark designation of the silo. If approved, a \$232,000 grant request from the State Historical Fund would support the estimated \$332,000 total project cost, which will be finalized upon bidding.

Grant Funding Opportunity and Future Improvements

If Council approves the landmark nomination and the Open Space and Trails (OST) Department is awarded a State Historical Fund Grant through History Colorado, the grant will be used to restore the silo. Once that work is complete, OST plans to pursue a separate Capital Improvement Program request for related site improvements, including a trail connection from the West 160th Avenue sidewalk, a shade structure, possible trailhead and interpretive signage on Broomfield's agricultural history. Those future improvements would be funded through the Open Space Sales and Use Tax, separate from the State Historical Fund Grant.

Staff Review of Key Issues

Staff has not identified any key issues with this application.

Neighborhood Outreach and Communication

The City and County of Broomfield standard public notice requirements have been met for this case. These requirements include:

- Mailed notices to all property owners within 1,000 feet of the project boundaries a minimum of ten days in advance of the meeting.
- Posted sign(s) on the property a minimum of ten days in advance of the meeting to advertise the public hearing.
- Publication in the newspaper (Broomfield Enterprise) more than five days before the hearing.

A project website was created for this development on the BroomfieldVoice for general information and public engagement. Staff provided general information and shared submittal documents on this page throughout the technical review process. Any public comments received by Noon in advance of the hearing on September 22, 2026, will be added to the correspondence folder for this application.

RESOLUTION NO. 2026-111

A Resolution Approving the Local Historic Landmark Designation of the United Power Parkway Substation Filing No. 1 Outlot 1 (Nordstrom Silo)

Recitals

Whereas, the applicant and property owner, City and County of Broomfield, submitted an application for an Historic Landmark Designation for the Nordstrom Silo, located south of 136th Ave and west of Huron St.

Whereas, after proper notice was given in accordance with Chapter 17-52 of the Broomfield Municipal Code, a public hearing was heard by the Historic Landmark Board on September 1, 2026.

Whereas, a public hearing was heard by the Historic Landmark Board on September 1, 2026 at which time the Historic Landmark Board by formal resolution recommended approval of the historic landmark designation.

Now, therefore, be it resolved by the City Council of the City and County of Broomfield, Colorado:

Section 1. Findings

Giving consideration to the Broomfield master plan and the criteria set force in Section 17-72-050 in the Broomfield Municipal Code, comments of public officials and agencies, and testimony and written comments from all interested parties, City Council makes the following findings:

- A. That proper posting and public notice was provided as required by law for the hearing before the Council and the case file is hereby incorporated into the record.
- B. That the hearing before City Council was extensive and complete, that all pertinent facts, matters, and issues were submitted and that all interested parties were heard at this hearing.
- C. City Council finds that the structure known as the Nordstrom Silo located at 1790 W. 160th Avenue, more particularly described as Outlot 1, United Power Parkway Substation Filing No. 1, satisfies the age requirement and meets the following significant criteria for designation as a local historic landmark:
 - 1. Exemplifies specific elements of an architectural style or period;
 - 2. Represents a style particularly associated with the Broomfield area;
 - 3. Exemplifies cultural, political, economic, or social heritage of the community; and
 - 4. Enhances the sense of identity of the community.

- D. The Nordstrom Silo is the last remaining structure of the Nordstrom Ranch and is a visual landmark on the landscape.

Section 2. Action

On the basis of the above and pursuant to the provisions of Chapters 17-72 of the Broomfield Municipal Code, the Nordstrom Silo is hereby designated as a local historic landmark.

This resolution is effective on the date of approval by the Council.

Approved on September 22, 2026.

The City and County of Broomfield,
Colorado

Mayor

Attest:

City and County Clerk

Approved As To Form:

NCR

City and County Attorney



CITY AND COUNTY OF BROOMFIELD

Staff Memorandum

Meeting Date: September 22, 2026

To: Mayor and Council

From: Jennifer Hoffman, City and County Manager

Presented By: Niki Macklin, Director of Human Resources; Pat Gilbert, Deputy City and County Attorney

Memo Title/Subject: Amending the Personnel Merit System to align with voter-approved changes to Charter Section 9.1 Personnel

[View Correspondence](#)

[View Presentation](#)

Council Action Needed on Item

If Council desires to adopt the proposed ordinance, the appropriate motion is...

That Ordinance No. 2316 be adopted on first reading and the ordinance published, and that a public hearing and second reading be held on October 27, 2026.

Summary

Staff is proposing Ordinance No. 2316 to modify the list of positions covered under Broomfield's Personnel Merit System to reflect the changes to Chapter IX (Personnel) of Broomfield's Charter that were approved by voters in November 2024, and to include related clarifications. The voter approved Charter change added temporary employees, the Chief of Police, and deputy and assistant City and County managers to the list of employees excluded from the Personnel Merit System. This ordinance updates the Code to be consistent with the Charter and adds language to clarify the definition of temporary employees and to reiterate that temporary employees are at-will employees. The ordinance also clarifies the expectations for all employees and specifies that election judges, who are appointed by the Clerk and whose positions are governed by state statute, are appointed positions not subject to the Personnel Merit System.

Financial Considerations

Staff does not believe that this Code amendment will have any significant fiscal impact on revenue or expenses.

Prior Council or Other Entity Actions

[August 13, 2024](#) - City Council approved Ordinance 2246, submitting to voters a proposed amendment to Chapter VI, Section 6.4 of Broomfield Charter.

On November 5, 2024, Broomfield voters approved the change to Section 6.4 of the Broomfield Charter.

Boards and Commissions Prior Actions and Recommendations

N/A

Detailed Background/Additional Information/Project Details

In September 2022, Broomfield established a Charter Review Committee (CRC) to review the Broomfield Charter and make recommendations to Council regarding any needed changes. Among the changes recommended by CRC were changes to Chapter IX Personnel. One of the proposed Charter changes to Chapter IX was the addition of the Chief of Police, deputy and assistant City and County managers, and temporary employees to the list of employees excluded from the Personnel Merit System. In August 2023, Council adopted Ordinance 2246, which created a ballot question for Broomfield electors to update the Broomfield Charter Chapter IX Personnel. On November 5, 2024, Broomfield voters approved the ballot question, which changed Chapter IX of Broomfield's Charter, amending section 9.1 (b) was amended as follows:

The Personnel Merit System shall include all city and county employees ~~within the provision including the police and fire department chiefs and exclude from the system shall be~~ excluding the City and County Manager, deputy and assistant City and County manager(s), department heads ~~excepting the police and fire department heads~~, elective officers, appointees of Council, temporary employees, appointed members of boards and commissions, and persons employed to make or conduct a special inquiry, investigation, examination or installation or audit.

Broomfield's current municipal code does not reflect this change and is out of alignment with the Charter. If approved, Ordinance No. 2316 would make the following changes to the Broomfield Municipal Code to align the Code with the amended Charter and add clarifying provisions.

BMC 2-14-010 would be amended so that the following positions would be excluded from the Personnel Merit system: Deputy and assistant city and county managers and temporary employees, including election judges. Consistent with the charter as amended, the current exception for the Chief of Police would be removed, which will exclude the chief of police from the Personnel Merit System.

BMC 2-14-030(KK) is revised to clarify the definition of temporary employee.

BMC 2-14-100(B)(3) is updated and amended to clarify that temporary employees serve at the will of the appointing authority, have no disciplinary appeal rights, and may be placed on unpaid administrative leave during an employment investigation.

BMC 2-14-110, entitled Employee Expectations, will be added to clarify that all employees, including those excluded from the Personnel Merit System, are expected to demonstrate behavior consistent with the City's mission statement and guiding values and comply with the Broomfield Municipal Code and all laws, regulations, professional standards, policies, procedures, guidelines, and performance expectations.

Bold type indicates new material to be added to the Broomfield Municipal Code
~~Strikethrough type~~ indicates deletions from the Broomfield Municipal Code

ORDINANCE NO. 2316

An ordinance amending the Personnel Merit System to align with voter approved changes to
Charter Section 9.1 Personnel

Be it ordained by the City Council of the City and County of Broomfield, Colorado:

Section 1.

To conform with Broomfield Charter Section 9.1, section 2-14-010 of the Broomfield Municipal Code is amended as follows:

2-14-010 - Positions covered.

All employees of the city shall be covered by this chapter except the following:

- (A) **City and County Manager.**
- (B) **Deputy and assistant city and county manager(s).**
- (BC) Department heads, ~~except the chief of police, who shall be included.~~
- (~~C~~D) Elected officers.
- (~~D~~E) Appointees of ~~the city~~ Council.
- (EF) Appointed members of boards and commissions.
- (G) **Appointed election judges.**
- (FH) Persons employed to make or conduct a special inquiry, investigation, examination, or installation, or audit.
- (I) **Temporary employees.**

Section 2.

Section 2-14-020(KK) of the Broomfield Municipal Code is amended to read as follows:

...

- (KK) *Temporary employee* means an employee who is hired **to perform work on a short-term, seasonal, flexible, or variable basis** ~~for a specifically limited period of time, normally not to exceed 1,560 hours (exclusive of overtime) in the same position in a calendar year.~~ **Temporary employee also means variable employee.**

...

Section 3

Section 2-14-100(B)(3) of the Broomfield Municipal Code is amended to read as follows:

...

- (3) Temporary appointments.
- a. ~~Appointments to temporary employee positions do not require recruitment, examination, and selection procedures as set forth in sections 2-14-080 through 2-14-100 of this chapter.~~ In filling vacancies for temporary positions, the human resources department will coordinate the recruitment procedures with the department head, or designee thereof.
 - b. A temporary employee may not work more than 1,560 hours (exclusive of overtime) in the same position in a calendar year without approval of the city manager.
 - c. **Temporary employees serve at the will of the appointing authority and have no rights to appeal under section 2-14-210. Temporary employees may be placed on unpaid administrative leave during an employment investigation.**

...

Section 4.

Section 2-14-110 of the Broomfield Municipal Code is added to read as follows:

2-14-110 - ~~Reserved.~~ Employee Expectations.

All employees are expected to demonstrate behavior consistent with the City's mission statement and guiding values and comply with the Broomfield Municipal Code and all laws, regulations, professional standards, policies, procedures, guidelines, and performance expectations.

Section 5.

This ordinance is effective seven days after publication following final passage.

Introduced and approved after first reading on September 22, 2026, and ordered published in full.

Introduced a second time and approved on October 27, 2028, and ordered published.

The City and County of Broomfield, Colorado

Mayor

Attest:

Office of the City and County Clerk

Approved as to form:

A handwritten signature in black ink, appearing to be 'AD' or similar initials, positioned above a horizontal line.

City and County Attorney