



— POSITION AVAILABLE —

CITY MANAGER | *Apply by June 5, 2020*

## Welcome to the City of Brighton, Colorado!

Lying between the Rocky Mountains and the High Plains on the east bank of the South Platte River is Brighton, CO. It is a rapidly growing city —14% annually since 1990—yet one that retains its charming small-town feel. The reason? Its roots are as a distinct agricultural community and not as a suburb of Denver. Geographically, the River, surrounding farmland, and a bit to the south, the Rocky Mountain Arsenal National Wildlife Refuge, provide a sense of separation from the big city and its traffic snarls. In other words, even though the big city is only 20 minutes away, Brighton is its own place. It is diverse and welcoming.

Residents are community-minded and forward thinking. The City motto is, “What we value today is what we become tomorrow.” In 2011, Brighton was named one of America’s Promise Alliance’s 100 Best Communities for Young People, and it has only gotten better since then. Now all it needs is a strong, professional, City Manager to help lead it to its bright future.



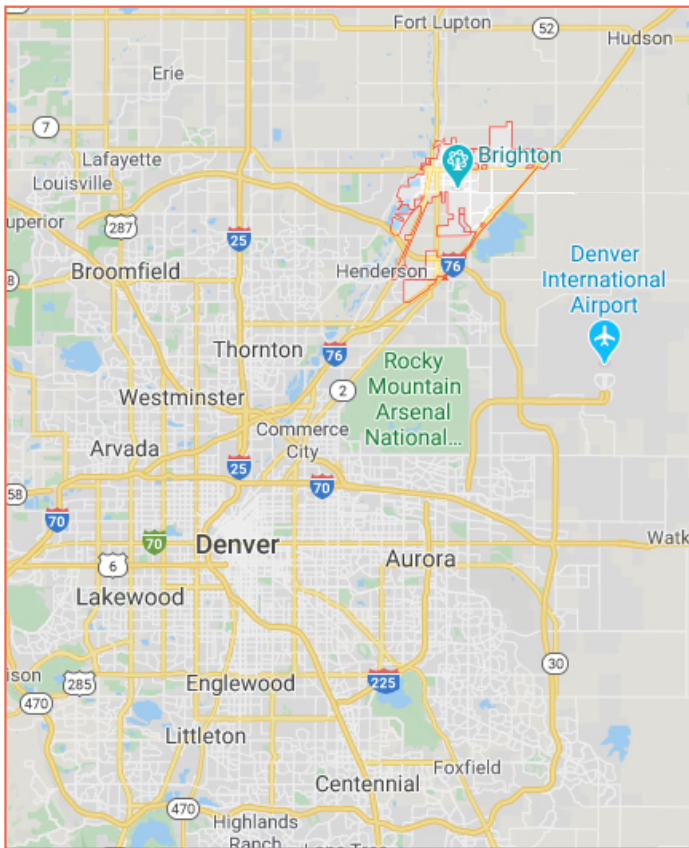


Figure 1: Location of Brighton

Some of the many things that make Brighton special are its scenic vistas, four distinct seasons, over 300 days of sunshine annually, its historic Main Street, and its municipal parks. The Oasis Family Aquatic Park, the Sugar Beet Bike Park, a disc golf course, and the Bromley Farm/Koizuma-Hishinuma Farm are few examples. In all, city parks cover 960 acres providing 20 athletic fields, 19 playgrounds, the Brighton Recreation Center, the Eagle View Adult Center, 34 miles of trails, and 600 acres are open space. Bordering on the city limits to the east is Barr Lake State Park, where Colorado's stunning outdoor beauty is on display. It is a 2,715-acre park including 1,037 acres of lake and 12 miles of trails. While fishing, boating and water skiing are available in the lake's northern half, the southern half is a wildlife refuge and a bird lover's paradise—over 350 species of birds have been observed, including numerous bald eagles.

Less than two miles south lies Rocky Mountain Arsenal National Wildlife Refuge, a 15,988-acre refuge. Over 330 species of wildlife roam these vast lands, including deer, coyotes, raptors, raccoons, prairie dogs, and bison. The Refuge offers educational programs, catch-and-release fishing, hiking trails, and tours.

Two Brighton highlights are the Armory Performing Arts Center (where music and the arts are encouraged) and Lulu's Farm (a diverse market carrying fresh produce, grills, storage buildings, outdoor furniture, and more). Nearby are the Colorado Clay Shooting Park, the Riverdale Golf Course, and the Berry Patch Farms, where patrons can harvest their own fruit and vegetables. The Mile High Flea Market is a year-round flea/farmer's market that offers all kinds of household items, fashion, arts and crafts, and food. The Adams County Historical Museum and the Adams County Regional Park & Fairgrounds are just to the southwest of the City. Hunting (among others, elk, and bison) and fishing in the surrounding area are popular with residents and visitors alike. 90 minutes away is some great skiing!

Community events are frequent and popular. The Egg Dash, Summerfest, concerts and movies in the park, 4th of July celebration, City Council's Annual BBQ, Brighton Chili Festival, bi-annual Trash Bash, Turkey Trot, and Festival of Lights Parade are all signs of the healthy, thriving community. Not surprisingly, Brighton has been named a Tree City over 25 times.

A real treat is the Downtown Historic District, with its nineteenth-century buildings and single and double storefronts, that puts Brighton's history on display. The walking tours showcase the area for residents and tourists alike. The City's investment in infrastructure, redevelopment, and new developments have helped bring a vitality to the downtown as well as numerous business opportunities. Other major shopping areas include the Prairie Center and the Brighton Pavilion Center—meaning you never have to leave our city to find what you need.

Housing is affordable in Brighton. The median home value is \$368,888 compared to prices of over half a million in many of its neighbors. It is considered a competitive market, with a nice variety of options and locations. Brighton is served by School District 27J, a district of over 26 schools that serves over 17,900 students. Higher education facilities are close at hand. In Brighton is Front Range Community College. Within a 40-mile drive lie nine other colleges and universities. Some of the better known are the University of Denver, the University of Colorado at Denver, the Metropolitan State University of Denver, and the Community College of Denver.





While Brighton is largely self-contained, nearby Denver offers additional culture, dining, shopping, and sports. MLB's Rockies, NBA's Nuggets, NHL's Avalanche, the NFL's Broncos, and MLS's Rapids call the city home. Nationally recognized museums include the Denver Art Museum, the Denver Museum of Nature and Science, and the History Colorado Center. The Denver Center for the Performing Arts is the second largest performing arts center in the nation after the Lincoln Center in New York City. Denver is simply filled with art districts, music, and nightlife.

If you like to travel, it could not get much easier. Denver International Airport is 25 minutes away. It was recently ranked as the 10th busiest airport in the world and the 5th busiest in the United States. Greyhound, Amtrak, and Bustang all have stops in the City. If you like to drive, Brighton's eastern boundary is Interstate 76. Additionally, the E-470 tollway and US 85 pass through the City. Using those, it is easy to get to anywhere in the Rocky Mountain region. Of course, the best part of any trip is returning home to Brighton.

What really makes Brighton special is the people. The community is tight-knit and family-oriented yet welcoming to newcomers, businesses, and growth. Residents are friendly and down to earth. Neighbors help neighbors. It is just a great place for a family.

Brighton is some of the best of Colorado—scenic, hospitable, and historic. It is a place like no other so please apply today to help lead Brighton into the future.

## History

Before Brighton came to be, the area was home to buffalo and Native Americans. Later came

Table 1: Brighton Demographics

Distribution by Race		Distribution by Age	
White	87.2%	0 to 15	23.1%
Black	1.6%	15 to 25	14.2%
Asian	2.6%	45 to 65	21.7%
Two or More Races	7.8%	65 to 85	8.8%
Total	100%	Over 85	1.2%
Hispanic Ethnicity (all races)	38.4%		
Estimated Population: 41,254			

Educational Achievement (Over Age 25)	
High School or Higher	85.0%
Bachelor's Degree or Higher	21.0%

Other Statistics	
Median Age—Brighton	32.8
Median Age—U.S.	37.8
Median Household Income	\$71,411
Poverty Rate	10.9%

Source: U.S. Census Bureau and the Brighton City Budget for FY2020

trappers, traders, explorers, miners, farmers, merchants, railroad men, and tourists. The railroad stretched from Cheyenne, WY, through Brighton to Denver. The City was founded in the 1870s as Hughes Station. It was a stagecoach and railroad rest stop surrounded by a farming community. The name was changed to Brighton when the City was platted in 1881. Brighton Beach, NY, was the hometown of the wife of the engineer who did the platting. At its start, the City had a windmill, a water tank, the small depot, and a section house. It was incorporated in 1887. By 1889, a vegetable-canning factory and a brickworks had been added. A sugar refinery followed in 1917.

In 1904, due to the railroad passenger and freight station, as well as its highway access, Brighton became the county seat of Adams County. The City continued to develop as a processing and shipping center for local produce, including carnations, sugar beets, wheat, corn, barley,

hay, and beef and dairy cattle. The dairy industry was a real asset because it operated year-round. By the turn of the current century, more than half of Brighton’s workers were engaged in service industries. Multiple factories have also been built—providing Brighton with a strong foundation for the future.

From an initial population of seven, Brighton has now become one of the fastest growing cities in the United States. In 2000, its population was 21,337. Today it is estimated to be 41,000 plus.

Demographics

See Table 1 (left) for information on Brighton’s demographics.

Climate

Brighton offers four distinct seasons and lies in Colorado’s semi-arid, continental climate zone. It is generally dry (average annual precipitation is 14.2 inches) but can be variable. July is the warmest month, boasting an average high temperature of 89°F, and an average low of 57°F. Occasional afternoon thunderstorms occur in the summer. December and January are the coldest months of the year with an average daily high temperature of 44°F and a daily low temperature of around 15°F. Winters consist of periods of snow, averaging an annual snowfall of 36.6 inches.

Geography

Brighton covers just over 21 square miles total. Its average elevation is 4,984 feet above sea level. The City is characterized by very gentle hills and lies a little over 20 miles northeast of Denver. The next closest major city is Salt Lake City, about 500 miles by road to the west and an eight-hour drive. Kansas City, MO, is 600 miles and nine hours east by car while Las Vegas is about 770 miles southwest and a 12-hour drive.

Commerce

Brighton has a history of industry and hard work. A large portion of the City’s economy is manufacturing. Leading the way for the private sector is Vestas, a wind turbine company. Its facility is composed of a blade manufacturing plant and a nacelle manufacturing plant. In total



the location is valued at over \$290 million and employs over 1,500 people. Another important commercial feature is the Prairie Center, a 396-acre mixed use development including a pedestrian-oriented retail village, homes, and offices. See Table II (below) for the City’s principal employers.

A significant development currently underway is the 76 Commerce Center, which will feature 1.8 million square feet of industrial space in six buildings. The new development shows the true economic pull of Brighton’s key access to crucial transportation and shipping corridors as well as access to the Denver Metropolitan Area and Denver International Airport.

The Government

The City of Brighton utilizes the Council-Manager form of government through a Home Rule Charter approved in the year 2000. The Council is composed of nine members serving staggered four-year terms. They are limited to two terms. Elections are held in odd number years on the first Tuesday in November. The City is divided into four wards, and each ward has two representatives. The Mayor is elected at large. The Council Members are all relatively new. Three were elected

last November. Two are a little over midway through their first term and two are in their second term. Another is a little over halfway through his first term but was recently appointed Mayor due to the recall of his predecessor. As a result, one seat is vacant and will be filled in a special election on May 28th. It should be noted that the relatively new Council is primarily the result of term limits and not dissatisfaction with the prior Council’s performance.

The City Council makes policy and oversees the operation of the City. Among its powers are the ability to levy sales, use, and lodging taxes within its boundaries as well as to extend its corporate limits through annexation. It appoints the City Manager, who serves as the government’s chief executive and administrative officer and is responsible for the day-to-day operations. In addition, the City Manager prepares recommendations for Council consideration and implements the policy direction approved by the City Council. The City Council also appoints the City Attorney and Municipal Judges.

City services include police protection; construction and maintenance of highways, streets and street lighting; recreational activities, cultural events; building, planning and zoning services; economic development; a municipal court; water, wastewater and storm drainage utilities; as well as general government administration. See Figure 2 for the City’s organization chart.

Table 2: Principal Employers, Brighton, CO

Employer	Industry	Employees
Adams County	Government	2,108
School District 27J	Education	1,792
Vestas	Manufacturing	1,500
Halliburton	Oilfield	735
Platte Valley Medical Center	Healthcare	626
City of Brighton	Government	344
Walmart	Retail	318
King Soopers	Retail	291
Transwest	Transportation	231
Staples	Distributor	146

Source: City of Brighton, CO 2018 CAFR

Fire protection and library services are provided by partners: the Greater Brighton Fire Rescue District and Anythink Brighton (a Rangeview Libraries District affiliate).

Brighton’s total 2020 Budget is \$148 million. The General Fund Operating Budget totals \$43 million. Another \$35 million is capital projects for the General Fund. Enterprise Funds compose \$58 million (water–\$41.4 million, wastewater–\$10.7 million, and stormwater–\$5.6 million). Special Revenue Funds (\$5.4 million) and Internal Service Funds (\$6.3 million) compose the remainder of the Total Budget.

The diagram illustrates the organizational structure of the City of Brighton. At the top is the **CITY OF BRIGHTON RESIDENTS**, which oversees the **CITY COUNCIL** and the **CITY MANAGER**. The **CITY COUNCIL** includes the **PROCLERK**, **MERITICAL JONES**, and **CITY ATTORNEY**. The **CITY MANAGER** oversees several key areas: **ASSISTANT CITY MANAGERS** (Economic Development, Urban Renewal, Housing Authority, Data Analytics, Parks & Recreation, Community Development), **INTERESTER SERVICES**, **INFORMATION TECHNOLOGY**, **FINANCE**, **GENERAL SERVICES**, **COMMUNICATIONS & POLICEMEN**, and **FORCE EMPLOYMENT**. The **ASSISTANT CITY MANAGERS** oversee **ECONOMIC DEVELOPMENT**, **URBAN RENEWAL**, **HOUSING AUTHORITY**, **DATA ANALYTICS**, **PARKS & RECREATION**, and **COMMUNITY DEVELOPMENT**. The **INTERESTER SERVICES** oversees **EDUCATION SERVICES** and **PARKS SERVICES**. The **INFORMATION TECHNOLOGY** oversees **WEBSITES**, **PUBLIC WORKS**, and **CIVIL INVOLVEMENT**. The **FINANCE** oversees **INTERESTER & SOCIETY**, **FINANCIAL SERVICES**, **LOCATION SERVICES**, **ACCOUNTING**, **BUDGET & PERFORMANCE**, **PROCUREMENT & CONTRACTS**, and **INVESTMENT**. The **GENERAL SERVICES** oversees **INTERESTER & SOCIETY**, **FINANCIAL SERVICES**, **LOCATION SERVICES**, **ACCOUNTING**, **BUDGET & PERFORMANCE**, **PROCUREMENT & CONTRACTS**, and **INVESTMENT**. The **COMMUNICATIONS & POLICEMEN** oversees **COMMUNICATIONS**, **SPECIAL EVENTS**, **ARTS & CULTURE**, **YOUTH SERVICES**, **AMPHITHEATRE**, and **INTERNATIONAL RELATIONS**. The **FORCE EMPLOYMENT** oversees **PATROL OPERATIONS**, **INVESTIGATIONS**, **RECORDS MANAGEMENT**, **TRAINING**, **BUILDING**, **HOUSING SERVICES**, and **WATERWAYS**. The **WEBSITES** oversees **WEBSITES**, **PUBLIC WORKS**, and **CIVIL INVOLVEMENT**. The **PUBLIC WORKS** oversees **WEBSITES**, **PUBLIC WORKS**, and **CIVIL INVOLVEMENT**. The **CIVIL INVOLVEMENT** oversees **WEBSITES**, **PUBLIC WORKS**, and **CIVIL INVOLVEMENT**. 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Department/Entity	2016	2017	2018	2019	2020
City Council	10.0	10.0	9.0	9.0	9.0
City Managers Office	4.5	4.6	4.6	5.0	5.0
City Attorney*	-	-	-	3.5	3.5
Economic Development	5.4	5.0	3.4	3.0	4.5
Community Development	21.3	21.5	20.0	22.0	25.0
Communications & Engagement	10.0	10.0	12.0	12.0	12.0
Finance	13.0	13.0	12.0	14.0	14.0
General Services	33.1	33.1	33.1	32.1	33.1
Informational Technology	9.0	9.0	11.0	12.0	15.0
Police	90.0	90.0	96.0	106.0	110.0
Public Works	24.0	24.0	22.5	26.5	27.5
Parks & Recreation	41.0	41.0	45.5	45.5	49.5
Fleet Internal Service Fund	-	-	5.5	5.5	6.5
Enterprise Activities	56.0	58.0	67.0	67.5	68.5
<b>Total Authorized FTEs</b>	<b>317.3</b>	<b>319.2</b>	<b>341.6</b>	<b>363.6</b>	<b>383.6</b>

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None of the City's employees are unionized. Brighton does not contract any of its services to third parties.

## The Challenges and Opportunities

The second challenge is protecting Brighton's small town feel and sense of community. That is why many of the residents live here. On the other hand, the City is growing rapidly. Further, nearby growth will bring the Denver suburbs and their impact ever closer. Balancing the current quality of life in Brighton and growth will be tricky. Part of the solution is the current plan to purchase surrounding farmland, thus preventing urban sprawl around the City.





Most Council votes are 9-0, 8-1 or 7-2. Still, the removal of the prior City Manager and the prior Mayor have left the community and the Council somewhat divided. Selecting a new Manager should shift the focus to the future and help bring people together. The challenge will be to build on the positive, create trust in the government, and continue to bring people together.

The fourth challenge will be to elevate the City's voice at the state government level. As the 21st largest city in the state, more attention needs to be paid to its needs. Further, it will continue to grow and could one day become a powerhouse on the eastern plains while in sight of Denver.

Several other issues include improving the transportation system (including public buses and bike trails), continuing the work to improve the downtown, and moving a number of water projects forward, including expanding the Greens Sands Water Treatment plant.

## The Ideal Candidate

Brighton's City Council is seeking an outstanding leader and manager with a demonstrated track record of achievement. The ideal candidate will work with the elected officials and staff as a partner, supporter, and trusted adviser. He/she will be a consensus and team builder—someone who knows how to balance competing points of view, to find common interests and to bring people to agreement. All the elected officials want what is best for the community. The task now is to assist them in becoming a cohesive team. The successful candidate will develop healthy working relationships with each member of Council, the staff, the public and the media.

The City expects the next City Manager will be a true professional with outstanding communication skills (verbal, written, and listening). The individual will be involved in the community and equally comfortable conversing with citizens and stakeholders from all walks of life. He/she will believe strongly in transparency and accountability.

The ideal candidate will have set goals, and rely on his/her subordinates to do their jobs. The individual will not be a micro-manager but someone who expects to be informed and will hold the staff accountable. He/she will encourage creativity while realizing not every great idea will be successful. The manager will be a mentor and encourage staff development and decision making. The individual will recognize that no one has a monopoly on knowledge, that input is an important part of the process, and that the diversity of opinion will only make the projects and programs better. Building and maintaining a high level of staff morale will be important to the Manager.

Personally, the City is looking for someone who is energetic, positive, approachable, receptive, open, and honest. The ideal candidate will have nerves of steel and will always be calm with a sense of humor whether it be in a council meeting, a pandemic, or a blizzard. The individual will be confident in his/her abilities and decisive. Unfortunately, some difficult decisions are probably on the horizon.

The Manager will be a critical thinker. While respectful of the past and of current processes, he/she always ask if there is a better way to conduct business and to solve problems. Analytical skills and knowledge of how to utilize information technology to optimize processes and inform the public, are paramount. Given the current pandemic, the Manager will likely need to review the operation from top to bottom to ensure the taxpayers are receiving the best possible service in return for what they pay. He/she will be action-oriented with a hint of impatience with bureaucracy.

The individual will be visionary yet down to earth and practical—someone who is receptive to criticism with a focus on solving problems and moving on to the next issue. The best candidate will be someone who understands politics but does not get involved. He/she will also realize giving credit to others is often the best way to get things done.

Customer service will not be just a catchy phrase with the next manager, along with integrity, be a core principle and a way of life. He/she will be someone who leads by example and encourages the staff to find ways to get to “yes!” While it is understood that the customer is not always right, he/she does deserve a good explanation and whatever help the City can provide.

The individual will have demonstrated skills in management, finance, and development. Knowledge of and experience with intergovernmental relations will be important to the individual's success. The position requires a bachelor's degree in business administration, public administration, public policy or related field and seven to 10 years of increasingly responsible experience as a senior level government or private sector executive. A master's degree is preferred.

Council plans to make a commitment to the candidate and hopes the selected individual will make a long-term commitment to the City. This position should not be viewed as a steppingstone but as a gem in its own right.

## Compensation

The salary range is \$190,000 to \$230,000 depending on qualifications and experience. While the City Council hopes to pay in the lower half of the range, it recognizes an exceptional manager may require a higher salary. Benefits will be defined in the City Manager's contract and he/she will be part of the City's 401(a) pension plan.

## The Most Recent City Manager

The most recent City Manager was asked to leave amidst some controversy after serving a little under two years. The prior City Manager worked for Brighton for 17 years, the last eight as City Manager.

## Residency

The City Manager is required to establish residency inside the City, limits within a reasonable period of time.



## How to Apply

E-mail your cover letter and resume to [Recruit28@cb-asso.com](mailto:Recruit28@cb-asso.com) by June 5, 2020. Questions should be directed to Colin Baenziger at (561) 707-3537 or Lynelle Klein at (425) 658-7025.

## Confidentiality

Under Colorado law, the names of those candidates selected as finalists must be announced. No one's name will be released prior to that time and prior to being given the opportunity to withdraw before being named as a finalist.

## The Process

Applications will be screened between June 6th and July 6th. Finalists will be selected on July 7th. Interviews will be held on July 17th. A selection will be made shortly thereafter.

## Other Important Information

The City of Brighton is an Equal Opportunity Employer and encourages women, minorities, and veterans to apply.

## Additional Information

For additional information about the City visit:

[www.brightonco.gov/](http://www.brightonco.gov/)

[www.brightonchamber.com/](http://www.brightonchamber.com/)

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