

SUBJECT: UPCOMING AGENDA ITEMS & IDENTIFICATION OF NEW ONES

DATE: NOVEMBER 10, 2025

PREPARED BY: SAMMA FOX, DEPUTY CITY MANAGER

PRESENTED BY: DIANA LANGLEY, CITY MANAGER

SUMMARY:

Staff requests that the City Council review the upcoming Council agenda items for the next three months, provide feedback, and suggest any additional topics for consideration.

BACKGROUND / PRIOR DISCUSSIONS:

On September 9, 2025, City Council held a workshop that included the City Council, City Attorney, City Manager, and Deputy City Manager to discuss building effective Council practices including roles, meetings, and collaboration. One of the results from the meeting is Council's request to, monthly, review upcoming Council agenda items on a three-month rolling basis, and identify additional agenda items.

The first review of upcoming agenda items and identification of new ones occurred October 14, 2025. Council asked staff to include additional information next time:

- High-level budget impact (recognizing this is preliminary information) - a new column has been added with this information
- Identification of quasi-judicial items – these items are bolded
- Notation of if/when an item has gone or will go before another board or commission – this has been added to the description
- A “parking lot” for future items that have not been scheduled – added to the end

ANALYSIS:

The attached list details upcoming agenda items forecasted by staff for the Council meetings scheduled for the next three months, through February 24, 2026. The list includes the name of the agenda item, department, presenter, and a brief description of the item, as well as a high-level budget impact, identification if quasi-judicial, and the board / commission involvement. Staff requests that Council review the list, provide feedback, and suggest any additional items for consideration. While the timing of items may shift, the list reflects staff's best current estimate of when topics will be presented to Council.

2025 COUNCIL WORK PLAN:

This item supports Council's Work Plan by enhancing transparency, improving meeting preparation, and fostering proactive agenda planning.

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FISCAL IMPACT:

Budgeted?: **No**

ALTERNATIVE(S):

1. Change the frequency of how often the list is reviewed by Council (e.g., quarterly instead of monthly), which may reduce administrative workload but limit responsiveness.
2. Change how far out the list forecasts agenda items.

RECOMMENDATION:

Review upcoming Council agenda items for the next three months, provide feedback, and suggest any additional topics for consideration.

ATTACHMENT(S):

1. List of upcoming agenda items – November 18, 2025 through February 24, 2026



UPCOMING AGENDA ITEMS & IDENTIFICATION OF NEW ONES

NOVEMBER 18, 2025 – Regular Council Meeting

Consent Agenda				
Agenda Item	Department	Presenter	Description	Budget Impact
Historic Preservation Fund – 2025 Annual Contingency / Reserve	Community Development	Jess Daniels	Adoption of minimum HPF reserve.	N/A
Award Cured in Place Pipe CIP Contract	Public Works	Kurt Kowar / Tyler Trojan	Award of annual contract for sanitary sewer line rehabilitation.	Budgeted ~\$480,000
Augmentation of Water Rights IGA – City and County of Broomfield	Public Works	Kurt Kowar / Cory Peterson	Approval of an IGA allowing for the lease of water rights between the City and Broomfield	Budgeted ~\$0
Board and Commission Recommendations	Council Committee	Mayor Leh and Councilmember Fahey	The Council Committee tasked to review Board & Commission Applications and make recommendations for interviews to the full Council	N/A
Regular Business				
Agenda Item	Department	Presenter	Description	Budget Impact
Swearing In of Newly Elected Councilmembers	Council	Judge Thrower	Judge Thrower will administer the Oath of Office to newly elected councilmembers	N/A
Highline Davidson GDP Amendment – 2nd Reading Planning Commission – 9/11/25	Community Development	Matt Post	GDP amendment to allow residential uses and set development standards	N/A
1016 Main Street Landmark Designation Historic Preservation Commission – 9/15/25	Community Development	Jess Daniels	Approval of local landmark designation	N/A

Bold Items are Quasi-Judicial

Coal Creek Village – 1st Reading Planning Commission – 9/12/24 & 10/9/25	Community Development	Matt Post	First Reading for Rezoning from MU-CC to MU-R. Second Reading to include concurrent Preliminary Plat and PUD for mixed use residential development and an SRU to allow ground floor residential units in the MU-R zone district.	N/A
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NOVEMBER 25, 2025 – No Council Meeting (Thanksgiving Week)

DECEMBER 2, 2025 – Regular Council Meeting

Consent Agenda				
Agenda Item	Department	Presenter	Description	Budget Impact
Kelly PC Contract Extension	City Manager's Office	Diana Langley / Samma Fox	Extend the contract for City Attorney services with Kelly PC	Budgeted TBD (Under \$500K)
Municipal Judge Contract	City Manager's Office	Diana Langley / Samma Fox	Extend the contract for Municipal Judge Services with Judge Thrower	Budgeted ~\$40,000
AVID4 Adventure Lease Agreement – 1501 Empire Road	Community Development	Vanessa Zarate	Consider a Lease Agreement with Avid4 Adventure for the former City Services building located at 1501 Empire Road.	Budgeted ~\$260,000
Approval of Extension of Utility Billing Administration and Support Contract	Finance	Ryder Bailey	Extend the contract for City Utility Billing services with CLA	Budgeted ~\$150,000
Emergency Operations Plan Adoption	City Manager's Office	Diana Langley	Approval of an Emergency Operations Plan	N/A

Bold Items are Quasi-Judicial

Banking Authorization Update – Resolution	Finance Department	Ryder Bailey	Updates to Authorized signors for Banking and Financial accounts as result of new Deputy Finance Director hiring.	N/A
Award Access Control Contract	Information Technology	Paulina Bennett	Award Contract for Access Control System hardware implementation and software replacement	Budgeted ~\$240,000
Award Middle Mile Fiber Contract	Information Technology	Paulina Bennett / Daniel Wooldridge	Award Contract to build out conduit and fiber for the City middle mile fiber ring.	Budgeted ~\$120,000
Water Meter Replacement and AMI Project	Public Works	Kurt Kowar / Cory Peterson	Award of contract for Citywide Water Meter Replacement.	Budgeted ~\$4,800,000
Regular Business				
Agenda Item	Department	Presenter	Description	Budget Impact
PUD Application Redtail Ridge Lift Station • Planning Commission – 11/13/25	Community Development	Emily Cline-Gibson	PUD for wastewater lift station facility.	N/A
Trestle Strategy Group Discussion – Affordable Housing Prioritization	Community Development	Rob Zuccaro	Review affordable housing strategies for use of capital fund set aside to support affordable housing projects.	N/A
801 Grant (Center for the Arts) PUD Amendment • Planning Commission – 11/13/25	Community Development	Emily Cline-Gibson	PUD for electronic message sign.	N/A
Boulder County Office of Disaster Management IGA	City Manager's Office	Diana Langley	An agreement to begin participation in Boulder County ODM beginning in 2026.	Budgeted ~\$220,000

DECEMBER 8-9, 2025 – Board and Commission Interviews

Bold Items are Quasi-Judicial

DECEMBER 16, 2025 – Regular Council Meeting (Start at 5pm)

Consent Agenda				
Agenda Item	Department	Presenter	Description	Budget Impact
Board and Commission Appointments	City Council		Council will make appointments to the Boards and Commissions effective January 1, 2026	N/A
Regular Business				
Agenda Item	Department	Presenter	Description	Budget Impact
Executive Session: Review of Appointed Officials	City Council	City Council	Review of Municipal Judge and City Prosecutor	N/A
Historic Preservation Fund Update Historic Preservation Commission – 10/2025 & 11/17/25	Community Development	Jess Daniels	Update to Incentive Grants and Loan Program Funding	N/A
DISCUSSION / DIRECTION: Wildland Urban Interface (WUI) Code and City-wide Home Hardening	Community Development	Rob Zuccaro	Review options for adoption of local WUI code in compliance with State minimum code and potential updates to City-wide Structure Hardening code.	N/A
DISCUSSION / DIRECTION: Upcoming Agenda Items and Identification of New Ones	City Manager's Office	Diana Langley/ Samma Fox	Review upcoming agenda items and identify new ones for the period of January 6, 2026, through March 31, 2026	N/A
Legislative Agenda Adoption	City Manager's Office	Samma Fox	Adopt the 2026 Legislative Agenda	N/A

Bold Items are Quasi-Judicial

DECEMBER 23, 2025 – No Council Meeting (Christmas Week)

JANUARY 6, 2026 – Regular Council Meeting

Consent Agenda				
Agenda Item	Department	Presenter	Description	Budget Impact
Regular Business				
Agenda Item	Department	Presenter	Description	Budget Impact
2026 Council Work Plan Adoption	City Manager's Office	Samma Fox	Adopt the 2026 Council Work Plan	N/A
Coal Creek Village – 2nd Reading Planning Commission Date – 9/12/24 & 10/09/25	Community Development	Matt Post	Rezoning from MU-CC to MU-R and Preliminary Plat and PUD for mixed use residential development and an SRU to allow ground floor residential units in the MU-R zone district.	N/A
PROS Long Range Plan and Trails Master Plan Consultant Update	PROS	Adam Blackmore / Bryon Weber	DTJ Design will present a progress update on the PROS Long-range Plan and Trails Master Plan. Topics may include a summary of public engagement efforts, community survey results, takeaways from the needs assessment report and an outline of the project's next steps.	N/A

Bold Items are Quasi-Judicial

JANUARY 13, 2026 – Special Council Meeting

Agenda Item	Department	Presenter	Description	Budget Impact
Cultural Services Update	Cultural Services	Brandi Cummings	An overview of the department, highlighting the core functions, key initiatives, and success metrics of each division — the Louisville Public Library, the Historical Museum, and Arts & Events.	N/A
DISCUSSION / DIRECTION: Upcoming Agenda Items & Identification of New Ones	City Manager's Office	Diana Langley / Samma Fox	Review upcoming agenda items and identify new ones for the period of January 20, 2026, through April 28, 2026	N/A

JANUARY 20, 2026 – Regular Council Meeting

Consent Agenda				
Agenda Item	Department	Presenter	Description	Budget Impact
Generator Replacement	Public Works	Kurt Kowar / Tyler McCauley	Award of generator installation and replacements at WTP, PD/Court, and Recreation Center.	Budgeted ~\$5,000,000
Regular Business				
Agenda Item	Department	Presenter	Description	Budget Impact

Bold Items are Quasi-Judicial

JANUARY 27, 2026 – Special Council Meeting

Agenda Item	Department	Presenter	Description	Budget Impact

February 3, 2026 – Regular Council Meeting

Consent Agenda				
Agenda Item	Department	Presenter	Description	Budget Impact
Regular Business				
Agenda Item	Department	Presenter	Description	Budget Impact

February 10, 2026 – City Council / ELT Workshop

February 17, 2026 – Regular Council Meeting

Consent Agenda				
Agenda Item	Department	Presenter	Description	Budget Impact

Bold Items are Quasi-Judicial

Regular Business				
Agenda Item	Department	Presenter	Description	Budget Impact
DISCUSSION / DIRECTION: Upcoming Agenda Items & Identification of New Ones	City Manager's Office	Diana Langley / Samma Fox	Review upcoming agenda items and identify new ones for the period February 18, 2026 through May 26, 2026	N/A

February 24, 2026 – Special Council Meeting

Agenda Item	Department	Presenter	Description	Budget Impact
Discussion / Direction – Via Appia	Public Works	Kurt Kowar	Review Information on Corridor Performance and Options for Future Resurfacing and Improvement	Budgeted \$1,000,000+

PARKING LOT – Future Items that Have Not Been Scheduled

Agenda Item	Department	Presenter	Description	Budget Impact
Comprehensive Plan	Community Development	Rob Zuccaro / Jeff Hirt	Review updated draft of Comprehensive Plan update followed by adoption hearing.	N/A
RMMA Follow-Up	Task Force	CM Hoefner, CM Kern, CA Kelly	Follow up and options from the Council Task Force.	N/A
Pickleball Court Conversion Construction Services Agreement	Parks, Recreation, Open Space	Adam Blackmore / Bryon Weber	Staff will provide a project update and possible request for additional funding.	Budgeted ~\$ 200k

FAST TRACK LRC MEETING – START AT 5PM WITH THEM FOR A REGULAR MEETING?

Bold Items are Quasi-Judicial