

**CITY MANAGER'S OFFICE MEMORANDUM
#17-2026**

DATE: April 27, 2026
TO: Honorable Mayor Meredith Leighty and City Council Members
FROM: Heather Geyer, City Manager 
SUBJECT: City Council Quarterly Agenda Planning

PURPOSE

To provide City Council an opportunity to engage in a quarterly agenda planning process.

BACKGROUND

City Manager Geyer facilitates a quarterly agenda planning process with the goal of managing the length of meetings and providing the appropriate time for Council decision-making.

BUDGET/TIME IMPLICATIONS

City Council input and feedback will be used to schedule/reprioritize items through July 27, 2026 and review meeting cancellations and additions. There are no financial implications.

STAFF RECOMMENDATION

The item is for informational purposes only.

STAFF REFERENCE

If Council members have any questions, please contact Heather Geyer, City Manager, at hgeyer@northglenn.org or 303.450.8706.

ATTACHMENTS

1. Presentation
2. Tentative Future Agendas

QUARTERLY AGENDA PLANNING

Heather Geyer

City Manager

303.450.8706

hgeyer@northglenn.org

Council Meeting

April 27, 2026



CITY OF
Northglenn

PURPOSE

To provide City Council an opportunity to engage in a quarterly agenda planning process.

- Process intended to assist the City Manager in agenda management.
- Goal is to manage the length of meetings and provide the appropriate time for Council decision-making.



AGENDA

- Review Tentative Future Agendas through July 27, 2026
- Review of upcoming meeting cancellations and additions
- Seek clarification on the purpose/scope of items and direction if needed
- Reprioritization of any agenda items



AGENDA REVIEW SCHEDULE FOR 2026

- ~~Jan. 12~~
- April 13 *Moved to April 27*
- July 13 *Moved to July 27*
- Oct. 12 *Moved to Oct. 26*



UPCOMING MEETINGS

Cancellations

- May 25 – Memorial Day
- June 22 – CML Conference

Meeting Changes

- May 18 – Special meeting
- June 15 – Special meeting



ITEMS TO HIGHLIGHT

- **May 4** – Overview of 2024 International Building Code Adoption, Review of Final Draft Plan for Section 36, Neighborhood Services – Discussion #4
- **May 11** – Proclamations, Presentation on Youth Resource Assessment Center, March Financial Report, 1st Reading for Natural Medicine UDO Amendments, Section 36 Comprehensive Plan Amendment, WWTP Biosolids Removal Contract, Climate Pollution Reduction Grant Subaward Agreement
- **May 18** – Northglenn High School Time Capsule Art Piece, Board and Commission Appointments, Eleanor M. Wyatt Centennial Park & Sculpture Garden Design, Adams 12 IGA for J.D. Clayton Park



ITEMS TO HIGHLIGHT

- **June 1** – Communications & Marketing Assessment Update #2, End of State Legislative Session Report, Stormwater Assessment, Economic Development & NURA Update
- **June 8** – Proclamations, April Financial Report, Presentation by Adams 12 on Supporting Thriving Schools in a Period of Declining Enrollment, 2025 Audit, Public Hearing & 2nd Reading for Natural Medicine UDO Amendments, 1st Reading for International Building Codes, 1st Reading on Automated Speed Enforcement Cameras & Speed Corridors, Verra Mobility Automated Traffic Enforcement Cameras Contract, 2025 Comprehensive Annual Financial Report Audit Acceptance, 104th Avenue Area Plan Discussion
- **June 15** – Proclamations, Beautification Awards



ITEMS TO HIGHLIGHT

- **July 6** – Accessory Dwelling Units (ADUs)/Shipping Container Homes
- **July 13** – Proclamations, May Financial Report, Public Hearing & 2nd Reading for the International Building Codes, Public Hearing & 2nd Reading Automated Speed Enforcement Cameras & Speed Corridors, Non-binding Resolution for FPPA, Civic Campus Parking Lot Contract, Adams County Traffic Safety Plan
- **July 20** – TBD
- **July 27** – Beautification Awards, Youth Commission Quarterly Report, Quarterly Agenda Planning, City Manager Performance Check-in



COUNCIL CONSENSUS

- Scheduling of items through July 27, 2026



QUESTIONS?



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2026 TENTATIVE FUTURE AGENDAS

MEETING DATE	AGENDA ITEMS	TIME/ PLACEMENT
April 27 (Regular) <i>Items due April 13</i>	Regular Council Meeting – 6:00 p.m. - Proclamation: National Day of Prayer – May 7 - Proclamation: Public Service Recognition Week – May 3-9 - Proclamation: Early Care and Education Provider Appreciation Day – May 8 (Requested by Early Childhood Partnership of Adams County) - Proclamation: Small Business Week – May 3-9 (Old Wagon Antique Mall will accept) - Presentation: Youth Commission Quarterly Report - CB- Supplemental Appropriation & CIP Carryover – Public Hearing & 2nd Reading – Jason - CR- Adams County Speed Enforcement Saturation Patrols – Chief - CR- 2026 Capital Equipment Vehicle Purchases – Sarah - Discussion Item: Quarterly Agenda Planning – Heather - Executive Session pursuant to Section 4.5(a) for personnel matters regarding a City Manager performance check-in	Consent
May 4 (Study) <i>Items due April 20</i>	Time Capsule Opening – 5:30 p.m. Study Session – 6:00 p.m. 2024 International Building Code Adoption – Overview – Becky - Section 36 Area Plan – Review of Final Draft – Becky - Neighborhood Services – Discussion #4 – Becky	
May 11 (Regular) <i>Items due April 27</i>	Legislative Policy Committee Meeting – 4:45 p.m. Regular Council Meeting – 6:00 p.m. - Interview: Sophia Perederin – Youth Commission - Proclamation: Asian American Pacific Islander Heritage Month – May (DISE Board) - Proclamation: Mental Health Awareness Month – May (DISE Board) - Proclamation: Police Week – May 10-16 - Proclamation: Public Works Week – May 17-23 - Presentation: Youth Resource Assessment Center – Becky Hoffman and Scott O'Harris - Financial Report: March 2026 – Jason - CB- UDO Amendments (Natural Medicine, revised Mixed-use zone district setbacks, clerical corrections) – 1st Reading – Becky - CR- 2026 Wastewater Treatment Plant Biosolids Removal, Hauling & Disposal – Sarah - CR- Section 36 Area Plan – Comprehensive Plan Amendment – Becky - CR- DRCOG Climate Pollution Reduction Grant Subaward Agreement – Becky	Consent
May 18 (Special) <i>Items due May 4</i>	Special Meeting – 6:00 p.m. - Presentation: Northglenn High School Time Capsule Art Piece – Amanda - CR- Planning Commission Reappointment – Nathan Romero - CR- Youth Commission Reappointment – Megha Bipin - CR- Youth Commission Appointment – Sophia Perederin - CR- Eleanor M. Wyatt Centennial Park & Sculpture Garden Design Contract – Amanda - CR- Adams 12 IGA – J.D. Clayton Park – Amanda	Consent Consent Consent

2026 TENTATIVE FUTURE AGENDAS

May 25 (Regular)	○ Cancelled due to Memorial Day	
June 1 (Study) <i>Items due May 18</i>	Study Session – 6:00 p.m. ○ Communications & Marketing Assessment Update #2 – Heather ○ End of State Legislative Session Report – Foster Graham Milstein & Calisher ○ Stormwater Assessment – Sarah ○ Economic Development & NURA Update – Allison	
June 8 (Regular) <i>Items due May 22</i>	Regular Council Meeting – 6:00 p.m. ○ Proclamation: Juneteenth – June 19 (DISE Board) ○ Proclamation: Pride Month – June (DISE Board) ○ Presentation: Supporting Thriving Schools in a Period of Declining Enrollment – Adams 12 Superintendent Chris Gdowski ○ Financial Report: April 2026 – Jason ○ Presentation: 2025 Audit – Jason ○ CB- UDO Amendments – Public Hearing & 2nd Reading – Becky ○ CB- International Building Codes – 1st Reading – Becky ○ CB- Automated Speed Enforcement Cameras & Speed Corridors – 1st Reading – Chief ○ CR- Verra Mobility Automated Traffic Enforcement Cameras – Chief ○ CR- 2025 Annual Comprehensive Financial Report Audit Acceptance – Jason ○ Discussion Item: 104th Avenue Area Plan – Becky	Consent
June 15 (Special) <i>Items due June 1</i>	Study Session – 6:00 p.m. ○ Proclamation: Monarch Flyway ○ Proclamation: Sesquicentennial 250/150 ○ Presentation: June Neighborhood Beautification Awards	
June 22 (Regular)	○ Cancelled due to CML Conference (June 22-25, Westminster)	
July 6 (Study) <i>Items due June 22</i>	Study Session – 6:00 p.m. ○ Accessory Dwelling Units (ADUs)/Shipping Container Homes – Becky ○	
July 13 (Regular) <i>Items due June 29</i>	Regular Council Meeting – 6:00 p.m. ○ Proclamation: National Parks & Recreation Month – July and Parks & Recreation Professionals Day – July 17 ○ Proclamation: Disability Awareness Day – July 14 (DISE Board) ○ Financial Report: May 2026 – Jason ○ CB- International Building Codes – Public Hearing & 2nd Reading – Becky ○ CB- Automated Speed Enforcement Cameras & Speed Corridors – Public Hearing & 2nd Reading – Chief ○ CR- Civic Campus Parking Lot Contract – Sarah ○ CR- Adams County Traffic Safety Plan – Becky ○ Discussion Item: FPPA – Heather	
July 20 (Study) <i>Items due July 6</i>	Study Session – 6:00 p.m. ○ ○	

2026 TENTATIVE FUTURE AGENDAS

July 27 (Regular) <i>Items due July 13</i>	Regular Council Meeting – 6:00 p.m. ○ Presentations: July Neighborhood Beautification Awards ○ Presentations: Youth Commission Quarterly Report ○ Discussion Item: Quarterly Agenda Planning – Heather ○ Executive Session pursuant to Section 4.5(a) for personnel matters regarding a City Manager performance check-in	
August 3 (Study) <i>Items due July 20</i>	Study Session – 6:00 p.m. ○ Proposed 2027 Budget – Jason ○	
August 10 (Regular) <i>Items due July 27</i>	Regular Council Meeting – 6:00 p.m. ○ Financial Report: June 2026 – Jason ○ Executive Session pursuant to Section 4.5(a) of the City Charter for personnel matters regarding the City Manager performance review	
August 17 (Study) <i>Items due August 3</i>	Study Session – 6:00 p.m. ○ Proposed 2027 Budget – Jason ○	
August 24 (Regular) <i>Items due August 10</i>	Regular Council Meeting – 6:00 p.m. ○ Presentations: August Neighborhood Beautification Awards & Magnificent Tree Award ○ Executive Session pursuant to Section 4.5(a) of the City Charter for personnel matters regarding the City Manager performance review debrief	
September 7 (Study)	○ Cancelled due to Labor Day	
September 14 (Regular) <i>Items due August 31</i>	Regular Council Meeting – 6:00 p.m. ○ Proclamation: Hispanic Heritage Month – September (DISE Board) ○ Financial Report: July 2026 – Jason	
September 21 (Study) <i>Items due Sept. 4</i>	Study Session – 6:00 p.m. ○ ○	
September 28 (Regular) <i>Items due Sept. 14</i>	Regular Council Meeting – 6:00 p.m. ○ ○	
October 5 (Study) <i>Items due Sept. 21</i>	Study Session – 6:00 p.m. ○ ○	
October 12 (Regular) <i>Items due Sept. 28</i>	Regular Council Meeting – 6:00 p.m. ○ Proclamation: National Arts & Humanities Month – October ○ Proclamation: Substance Abuse Awareness Month – October (DISE Bd) ○ Presentations: Good Neighbor Awards ○ Financial Report: August 2026 – Jason	

2026 TENTATIVE FUTURE AGENDAS

October 19 (Study) <i>Items due October 5</i>	Study Session – 6:00 p.m. Communications & Marketing Assessment Recommendations – Heather	
October 26 (Regular) <i>Items due October 12</i>	Regular Council Meeting – 6:00 p.m. - Youth Commission Quarterly Report – Amanda - Discussion Item: Quarterly Agenda Planning – Heather - Executive Session pursuant to Section 4.5(a) of the City Charter for personnel matters regarding a City Manager performance check-in	

Recurring Items:

- Municipal Judge Semi-annual Check-ins with Council
- Quarterly Agenda Planning – Heather
- Crisis Response Unit Quarterly Updates – Jessica
- Economic Development and NURA Reports – Allison
- Good Neighbor Awards
- City Manager Performance Check-ins

TBD:

- Deeper Dive into Boards & Commissions (recruitment, recognition, diversity & compensation) – stand-alone item – Heather, Johanna
- Traffic Calming Policy – Sarah
- Revisions to City Workplace Violence Process – Heather, Chief
- Adams County Walk-in Crisis and Detox Center Update – Heather, Chief
- NPD Canine Therapeutic Services Pilot Program – Chief
- NPD State of the Department – Chief
- E. 112th Ditch & Roadway Project Update – Sarah
- CR- Brownfields Grant Acceptance – Sarah
- CR- 2025 Concrete Project Contract – Sarah
- Customer Service Expectations – Heather
- City Marketing and Communications Plan – Heather
 - Entryway Signage, Wayfinding, & Banner Program
 - City Council Ward Newsletters (Council request)
- Strategic Plan 2.6 – Internal Innovation Team – Heather
- Strategic Plan 2.15 – Future Proofing – Heather
- Strategic Plan 6.1 – Council Discussion on Diverse and Engaged Community – Council
- 2026 Budget Quarterly Check-in – Heather
- Stonehocker Event Center – Becky
- Safety Sensitive Zones – New Zones (Council request)
- E-Bike Ordinance Amendments – Chief
- Proclamation: Transgender Awareness Month – November (DISE Board)
- Proclamation: Seat Belt Day – November 14 (DISE Board)
- Revisit 2004 City Business Principles – Heather
- Accelerate Development Retreat
- Dinner with Adams County Board of County Commissioners
- CR- Public Facilities Standards Amendment – Amanda
- Strategic Plan Progress – Jason
- Adams County Health Department Update – Fall 2026
- CR- Aquifer Storage & Recovery Phase 2 Construction Contract – Sarah
- AgeWise Presentation (Council request)
- Longest Table Event – Heather (Council request)