Neighborhood Group Leaders Association Minutes

Thursday, September 17, 2026

6:30 pm to 8:30 pm at the Longmont Civic Center
350 Kimbark St, Council Chambers

Understanding the City of Longmont Community Engagement Model

1. **Call to Order:** 6:35 pm by Rick Jennings with Opening Statement
2. **NGLA Business:**
    a. Approval of agenda and previous meeting minutes:
        i. Agenda Motion by Ricky Jennings, seconded by Pat Wilder, PASSED
        ii. Minutes Motion by Rick Jennings, seconded by Lynn Karlin, PASSED
    b. Identification of new members and visitors:
        i. Kristin Sidney of Hover Woods
        ii. Juan Contreras of Nelson Park Circle
        iii. Bob Burke of The Shores
        iv. Wyn Schultz of Meadow Mountain,
        v. Hans Schmidt of West Point Village
3. **City Updates:**
    a. City Council Update: Councilmember Diane Crist - Not in attendance, no update
    b. Public Safety Update: Assistant Police Chief John García – Not in attendance, no update
4. **Community Roundtable:**
    a. Neighborhood announcements and updates:
        i. Sat, Sept 19th @ Harvest Junction Shopping Center – will be a picnic and a community clean up event
        ii. 10/4 – 10-2pm, Boulder County Fairgrounds, Longmont Fair & Sustainable Future

iii. Energy Affordable Resource Fair, 10/8, 5:30-7:00 pm
iv. Fall Fest @ West Grange, Oct 10th, 3:30- 6:00 pm – live band, food trucks, petting zoo, face painters, pumpkin painting, & yard games
v. Trunk or Treat @ Sunnyvale, 225 E. 8th Ave, 10/31, 6-9 pm, food trucks, DJ

b. Community updates, input:
   i. Community Fruit Basket - will come pick the produce from your fruit trees and distribute
   ii. Juan – Nelson Park needs landscape changes and would like to network with communities that have done this and utilized grants
   iii. Sharon O'Leary – expressed the importance of 2-way communication between communities and cities – as an example, when zoning is changed that affects your neighborhood, the city should inform the neighborhood
   iv. Which cameras in the city do what? A city webpage will tell you - https://longmontcolorado.gov/information/webcams/
   v. Survey for City of Longmont – cards on the back table
   vi. City boards & advisory committees are open – sign-up/apply
   vii. New bus line going to the airport – one bus every hour, opens Sept 27th, 8th & Coffman, bus depot @ South Main, Niwot Park & Ride, 1 hour 40 minutes end-to-end
   viii. City is working on correcting contact info for neighborhoods so that when a code enforcement letter is sent, for example, it goes to the proper contact in the neighborhood and not just a resident. Suggestion was made to perhaps coordinate with the State HOA Registration program.
   ix. Call animal control and/or local police department non-emergency when wildlife is spotted. Tell community to take precautions, such as keeping trash away & enclosed, closing windows, etc.
   x. Hal Morrison from Bohn Farm, raised the issue of having to pay for meeting space to City Council. Guillermo explained that open

air structures are free to use but enclosed spaces may start having a fee. NGLA benefits are being considered and revised. Revisions are expected by January.

5. **Community Presentations:**
    a. City of Longmont Community Engagement Model
        i. Dylan Zamora-Silva – Community Engagement Specialist for Longmont
        ii. Dylan outlined a practical framework for **community engagement (CE)** that neighborhoods can use to strengthen communication, participation, and shared decision-making.
        iii. The presentation emphasizes how neighborhoods benefit from adopting a structured CE planning approach using this framework.
        iv. **Levels of Engagement –** each level requires different methods, tools and expectations
            1. **Inform** – Provide clear, accessible information
            2. **Consult** – Ask for feedback and perspectives
            3. **Involve** – Work directly with residents throughout the process
            4. **Partner** – Share decision-making power and responsibility
        v. Selecting the appropriate engagement level involves asking targeted questions about:
            1. Desired **decision-making involvement**
            2. Needed **community input**
            3. The **process** required
            4. The **people** affected
            5. Understanding neighborhood interests and values is essential
        vi. **Who Should Be Included -** Engagement should involve **anyone affected by the plans**, including:
            1. Residents
            2. Local organizations
            3. Stakeholders with lived experience
            4. Groups historically left out of planning processes

vii. Audience examples highlighted how past efforts could have benefited from broader inclusion.
viii. **Who Should Be at the Table -** Identify individuals or groups essential to achieving CE goals:
    1. Those with decision-making authority
    2. Those impacted by outcomes
    3. Those who bring expertise, representation, or community trust
ix. **Methods by Engagement Level -** The presentation provides specific methods for:
    1. **Involve** – workshops, co-design sessions, working groups
    2. **Consult** – surveys, listening sessions, comment periods
    3. **Inform** – newsletters, social media updates, public notices
x. Panel Discussion and then Q&A
    1. Morgan posed 3 pre-set questions to Dylan and Guillermo
    2. Opened to attendees for questions

6. **Community Action Review:**
    a. Progress report and outcomes from last meeting
        i. Guillermo – not much from last meeting
        ii. Revising benefit package for NGLA, streamlining grants, & other things are being worked on
        iii. New version of Neighborhood Portal to launch during the Summit
        iv. Summit on Oct 10th @ 10:30, which will also be the October meeting
        v. Upcoming Neighborhood Leadership Series– 9/23, 10/7 & 10/28
    b. Action items for Neighborhood Programs team
        i. What do we want to see as members?
    c. Upcoming events, opportunities, and future agenda topics
    d. Staff Business – 40th Anniversary, Neighborhood Leadership Series
7. **Adjourn:** 8:37 pm, Motioned by Sharon O'Leary, Seconded by Rick Jennings, PASSED