



Keep Woodland Park Beautiful Meeting Minutes

November 30, 2023 - 5 pm

Upstairs Conference Room, 220 W. South Avenue, Woodland Park, CO

1. Call to Order and Roll Call:

- The meeting was called to order at 5:04 P.M. Voting members attending were Sarah Horwood, and Kassidi Gilgenast. Not in attendance: Mary Manka, Claudia Miller, City Staff Liaison Kristen Higginbotham and Charlie Estes. City Council Liaison, Robert Zuluaga briefly joined to say hello to committee.

2. Approval of Minutes — Oct 2023 – Waiting on next meeting to vote.

3. Public Comment on Items not on the agenda:

4. Sub-committee Reports and Ongoing Projects

- A. By-Laws changes- will be presented on January 4th to the city council, Kassidi to present those changes.
- B. Median Project – will discuss more at the next meeting. Our main question is – is the city really removing all the trees currently in the medians?
- C. Beautification Award: getting the certificate, updated, printed, and framed.
- D. Program Discussion: Adopt a Garden and Adopt a Spot-
 - a. Garden- what does the city commit to so we know where we as a committee can provide support.
 - b. Spot-committee needs to audit of the outstanding signs in the city for the adopt a spot program, to see who is still active, or who still needs a sign. Before this a project committee wants to do a recruitment push to get other committee members.
- E. Continue Planning Beautification Project Ideas:
 - a. Sign at city entrance. Proposal for the city on some city funds.
 - i. Committee can ask to see if welding teacher could assist with the city letters. This will encourage community engagement - involve school shop classes involved.
Committee to confirm with Kristin- to see if the sign is something we could do. Where could we put a sign? What are the parameters we can work within?
- F. Discuss marketing /communication strategy.

- a. Need to do a re-examination on whether we want to continue using the website. The email is tied to the website, clean it up. Updating contact information wherever we have the email.
 - b. Look into creating a contact form - that goes to Kristen - then she would help to summarize and bring it back to committee meetings.
 - KAB Website/Contact
 - One-Sheet Information Page
 - Promotional Materials for KWPB
 - Promo to get more members to the committee.
 - G. Annual Report - work on putting it together. Summarize all the things that we have done and present the rationale for the committee. Next year committee will plan to do Annual report in Aug and Sep, to present in October around budget time.
- 5. Other Committee Business:** the following were not discussed during the meeting:
- Highway 67 Project Update
 - WP Scoops Planning
 - Plastic bag fee project proposal
- 6. City Liaison Report:** None.
- 7. Council Liaison Report:** None.
- 8. Adjournment:** The meeting adjourned at 05:40 P.M. The next meeting was scheduled for - December 14, 5:00 P.M.

