



Keep Woodland Park Beautiful Meeting Minutes

January 11, 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 5:14 P.M. Voting members attending were Sarah Horwood, Kassidi Gilgenast, Claudia Miller and City Staff Liaison Kristen Higginbotham. Not in attendance: Mary Manka, , City Council Liaison, Robert Zuluaga. Communication was sent out to Charlie Estes notifying of the removal from the committee.

2. Approval of Minutes — Dec 2023— approved.

3. Public Comment on Items not on the agenda:

4. Sub-committee Reports and Ongoing Projects

A. By-Laws changes – presenting in February city council meeting

- Kassidi to present in February city council meeting. She will need the final copy of the bylaws and will provide summary of the key changes. Kristen to clarify from Suzanne on what is expected from the council.

B. Median Project updates/planning

- Committee would like to find out the timelines for the median, it appears that this year the city wants to make sure the concrete is done and bases installed. Kristen confirms that the city may not be purchasing the statues in 2025.
- Committee may need to look at fundraising for the trees. An option is to reach out to the businesses in front of the medians.
 - About the trees - there are a few concerns regarding maintenance and safety - which are the driving forces for removal. First, they grow poorly due to being restricted in the median as well as being susceptible to damage from cars and (primarily) snowplows. The other concern is that our staff face greater risk in attending to the trees. Despite efforts to reduce the impact of traffic - they often have to deal with inattentive drivers and speeders. Lastly - wildlife.
- Claudia is suggesting having a brainstorming meeting with the community, and the committee, to get more perspectives.
- Kassidi would like to get the final rendering of the concrete. Kristen confirmed we will have more information in February about the medians. Claudia to follow up with Ben on the median project.

- C. Program Discussion: Adopt a Garden and Adopt a Spot- not discussed.
- Committee would like to get more people on the committee to distribute tasks for these programs.
 - Plan for recruitment of members:
 - Kassidi to circle back to Kristen on how to promote the committee.
 - City Flags: Committee would like to know- What types of banners does the city own? What is the state of those banners? Who is responsible for the flag schedule and rotation of the different banners?
 - New Idea: Claudia has mentioned- Theater - having the city purchase it to have seminars and classes. To create a community type center. Claudia to email the planning department.

D. Continue Planning Beautification Project Ideas

- Welcome to WP sign
 - This would require a few steps from public works and possibly Council. The City does not have this budgeted, so it would require KWPB to support the cost in its entirety and/or consider fundraising efforts. Waiting for feedback from the city - on what requirements are needed for the sign. Committee to look at examples of signs.
- Flower baskets for Summer-
 - DDA wants to help fund baskets for Main Street.
 - Committee to put summer proposal of what we want for flower baskets. Brainstorm some ideas for flower beds/baskets - to show examples.

E. Annual City Wide Clean up

- Committee discussed dates for the city wide clean up- and decided to have Maybe later in June 2024, and 22nd and 29ths on back up day.
- Committee to check to see if KAB - can provide resources. Check with KAB to see if they have new signs for Great America clean-up.
- Committee discussed identifying 2-3 partners in the event- sponsorship.
- Some sponsor ideas: Park State Bank , Core Electric Utility, then Cripple Creek

F. Discuss marketing /communication strategy:

- KAB Website/Contact
- One-Sheet Information Page

G. Annual Report

- Discussed that for 2024 committee will plan the annual report – to start discussion in August, and present in September, before budget discussions.

5. Other Committee Business: the following were not discussed during the meeting:

- WP Scoops Planning

6. City Liaison Report: None.

7. Council Liaison Report: None.

8. Adjournment: The meeting adjourned at 06:24 P.M. The next meeting was scheduled for - February 8, 5:00 P.M.