



Keep Woodland Park Beautiful Meeting Minutes

May 16, 2023 - 2 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 2:15 P.M. Voting members attending were Sarah Horwood, Kassidi Gilgenast, Claudia Miller, Lisa Parnell and City Staff Liaison Kristen Higginbotham. Not in attendance: Mary Manka, City Council Liaison (TBD).

2. Approval of Minutes — April 2024— approved.

3. Public Comment on Items not on the agenda:

4. Sub-committee Reports and Ongoing Projects

A. Annual Clean-Up Planning

- Litter Index –
 - Sarah and Lisa to complete on May 22nd 5pm
- To increase community engagement- committee would like to know where the spots are to get cleaned up in the city based on feedback from community.
 - During clean up- kids will be sent to only local areas.
- Promotion
 - Kristen to send us a few suggestions for promotional items.
Committee approved \$250 for the promotional items
 - Online advertising
 - a. Kristen confirmed that she is sending to the gravevine, and school district
 - b. Social media - advertising campaign- Committee approved \$50 for advertising in meta. Discussed including: Exploring Colorado Springs, Mom groups and Highschoolers that need volunteer contribution.
 - Flyers
 - a. Committee decided to keep the QR code.
 - b. Kassidi mentioned building a contact list - with the list of volunteers.
 - c. Committee discussed updating the word - registration, vs sign up, and encouraging people to sign up ahead of time to expedite registration.
 - Signage
 - a. Kassidi to follow up with ordering the banners

- One-Sheet Information Page
 - a. Sarah to check the KWPB website and confirm its up to date.
- Budget for clean up:
 - \$50 advertising
 - \$200 for education funds to be used by Claudia for kids activities
 - \$325 food budget
 - a. However, committee will follow up to try to get food donation- Ajs Pizzeria, Roys - donate a banquet plater of mac and cheese. Joanies does a lot as well. Kristen to send Kassidi and Lisa - the list of contacts.
 - b. Kassidi can reach out to the contacts to get food donation. Lisa happy to reach out to them as well.
- Waste Management- is having a free hard to recycle items will need to be proposed. Kassidi to follow up to make sure.
- Senior Center Clean Up will be on Sat 5/18, and the Cemetery clean up. Committee will not participate at this time, but consider for the future events.
- B. Median Project updates/planning**
 - Requested Information
 - Claudia provided the information that had been requested at the last KWPB meeting. We also discussed that statues were actually not approved or in the budget for this year, but committee should be prepared for next year's budget. City would have to go through the process of identifying vendors. The only thing in the budget this year, is to pull out the concrete.
 - Continue Planning Beautification Project Ideas
 - Welcome to WP sign.
 - Flower Basket proposal for summer
- 5. Other Committee Business:**
 - KAB affiliation: Committee to follow up with KAB to confirm affiliation. Lisa indicates she may have a contact.
 - WP Scoops Planning -the goal is to focus on changing the behavior, and the people that are more challenging to get to pick up. Previously, committee had discussed doing a heat map to identify the key areas.
- 6. City Liaison Report:** None.
- 7. Council Liaison Report:** None.
- 8. Adjournment:** The meeting adjourned at 06:01 P.M. The next meeting was scheduled for - June 13, 2:00 P.M.