



Keep Woodland Park Beautiful Meeting Minutes

April 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 5:05 P.M. Voting members attending were Sarah Horwood, Kassidi Gilgenast, Claudia Miller and city staff Sam Kozurek and Ben Schmidt. Not in attendance: Mary Manka, City Council Liaison (TBD), and City Staff Liaison Kristen Higginbotham.

2. Approval of Minutes — Jan 2024— approved.

3. Public Comment on Items not on the agenda:

4. Sub-committee Reports and Ongoing Projects

A. Annual Clean-Up Planning

- Team to work on updating the flyer with WM logo, create event in FB and in the KWPB website.
- Committee discussed looking into having a sign created for the KWPB city wide clean up that could be used each year before to promote, and day of the event.
 - Committee to follow up with Kristen to confirm whether we can hang up a sign before the event to promote, and where.
- Claudia confirmed she will have the kids activity tent.
- Committee discussed potential vendors that may be interested in being part of the vent:
 - Committee to ask Kristen - to interface with the farmers market, to see if they have a list of vendors that may be interested in having a booth for a short while.
 - Waste Management - would have a booth and do a drop off your trash event.
 - Check with Focus on the Forest to see if they would want to have a tent at the event.
 - Colorado Parks and Wildlife? Who to contact?
- Food and drinks for volunteers will be the same offerings

B. Median Project updates/planning

- City staff in attendance shared information about the CDOT changes to their documents for the arts in the right of way. Now we have to go into an intergovernmental agreement between the city of WP, and CDOT.

- City has the bases for the statues and the locations for each.
- Need to develop the intergovernmental agreement-(IGA). Once that IGA is developed between the city council and the city of woodland park. We can move forward with the design, and then get it approved through CDOT. If we want to change statues later on, the change will be voted in city council meeting - then would send the resolution to CDOT.
- For the application process, KWPB would be better suited to talk about - the artwork sponsor, the preliminary drawing, and what are the figures going to look like and provide the additional narrative.
- Committee and city to confirm how many statues will be used to start with, and where in the budget – which line item it is coming from. The benefit is that for each statues location, there will be power.
 - Claudia to check with Suzanne LeClerk to see where the statue line item is coming from.
- The timeline for the completion of the IGA_ Engineering side of things - end of May. Get all answers to questions, and get answers approved in the meeting minutes for the responses for the IGA.
- Claudia suggests submitting a budget proposal for 2025, to add trees.
- Committee to start by focusing on the largest and smallest pieces to help with the planning. The islands will be the same, there will be a base every 12 ft with stamped concrete in between. Sam to send us a picture of one of the islands. Ben notes concerns about Claudia's suggestions for grass or any live- plants. Could use the stamped concrete -to add some color in the medians. Kassidi - suggested some bronze replica trees. The current median template the city has gives a lot of flexibility. Another option is to have boulders.

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

A. Continue Planning Beautification Project Ideas

- Welcome to WP sign.
- Flower Basket proposal for summer

B. WP Scoops Planning

C. Discuss marketing /communication strategy:

- a. KAB Website/Contact
- b. One-Sheet Information Page

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 - May 16, 2:00 P.M.