



Keep Woodland Park

Beautiful

Meeting Minutes

MAR 13, 2025 – 5 P.M.

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

1. Call to Order and Roll Call:

- The meeting was called to order at 4:31 P.M. Voting members attending included Sarah Horwood, Claudia Miller, Leah Watters, Kassidi Gilgenast, Sheilah Jimenez, and City Staff Liaison Kristen Higginbotham. City Council Liaison Carol Harvey was also in attendance. Lisa Parnell notified that she will not be attending future meetings. Rob Felts joined the meeting.

2. Approval of Minutes — Feb 2024

- The February 2025 minutes were approved. Kristen will determine why the minutes are not appearing on the website.

3. Public Comment on Items not on the agenda: no public comment.

4. Sub-committee Reports and Ongoing Projects

A. Engagement Content & Printed Materials:

- The committee deferred the discussion on engagement content and printed materials. Future topics will include updates to the website and Facebook posts.

B. Community Outreach:

- The committee deferred the discussion on community outreach.

C. Adopt a Garden:

- The committee discussed the struggles with the Adopt a Garden program, including the challenges with plant survival due to deer and heat.
- Steve orders flowers in August year prior, received the first Monday after June 15.
- The committee recognized the need to improve weather monitoring and maintenance knowledge, including irrigation lines and plant food.
- Collaboration with community partnerships, including a master gardener, was suggested.
- Kassidi will reach out to Teller County Mountain Garden, with Brian Kochis as a contact.
- Coordination meetings will be held a week prior to planting.
- Claudia proposed "serenity gardens" in Lyons Park, which is owned by CDOT.
- The committee agreed to focus on current gardens before starting new projects.
- Future involvement in flower ordering for 2026 was discussed.



- The city will provide flowers and watering support.
- Rob will follow up with Steve on bed preparations.
- The committee will contact past garden adoptees for confirmation.
- Rob will take responsibility for gardens and plaques.
- Promotion for volunteer planters will be undertaken.
- Future discussions on Claudia's proposal will be scheduled.
- The arrival of flowers on Mondays was noted as a complication, with consideration of alternate days for 2026.
- Sheilah requested a list of flowers for planning, which Rob will provide.
- The use of free compost was suggested by Sheilah.
- Kristen suggested working with water from compost in utility staff.
- Rob will reach out to the community gardener.
- Kassidi suggested inviting Brian to a future meeting.
- Kristen will provide Rob with a list of garden/rock adoptees for follow-up.
- The committee will ensure adopters remain responsible.

D. Beautification Projects:

- Sheilah contacted CORE about the electrical boxes and is awaiting a response.
- The committee will update all signage.
- Leah and Terry will assess the condition of the signs.
- Another beautification idea is to paint the electric boxes throughout the city limits. Sheilah will contact CORE Deborah Rodus to see if there are any concerns with this project. The designs will be nature-focused.
- The committee discussed the possibility of having a welcome sign for Woodland Park coming from the golf course or redoing the existing welcome sign by painting it. Kristen will follow up on what the city could contribute for the sign and determine whether the colors for the sign from Divide can be changed.

E. Beautification Awards:

- The committee discussed coordinating with the DDA for business nominations for beautification awards.
- Kassidi will discuss this with the DDA chair and Java Haus.
- Leah will define the parameters for the Beautification Award.
- The committee discussed the work done by Above the Clouds on beautifying their building.
- Leah suggested asking for public nominations for beautification awards, including businesses like AJs and Miss Priss. The public will be asked for nominations via Facebook, and the committee will review these nominations at the next meeting.

F. Clean Ups:

- The committee began planning for clean-up events and community beautification in the spring (April-May).

- ☐ Schools will be involved, and educational opportunities will be included.
- ☐ Sarah will draft an article for the courier.
- ☐ Last year's flyer will be updated and distributed.
- ☐ Coordination with Apex marketing will be undertaken.
- ☐ Lessons learned from 2024 include the need to purchase a banner for the entrance to WP.



5. Other Committee Business:

- ☐ Middle School Volunteering in April: Fifty students will tackle Memorial and Meadowoods, structured as field trips with liability covered by the school.
- ☐ KAB Affiliation: KAB reached out regarding a statewide KAB initiative.

6. City Liaison Report: None.

7. Council Liaison Report: Carol Harvey reported that the budget allocation is 4000. Additionally, there are 5000 available for streets and beautification and \$7000 specifically for beautification projects.

8. Adjournment: The meeting adjourned at 5:53 P.M. The next meeting is scheduled for April 10, 2025, at 5:00 P.M.