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KEEP AMERICA BEAUTIFUL AFFILIATE

**Meeting Minutes**  
**July 13, 2020 – 6 P.M.**

**Virtual Meeting thru Zoom (due to Coronavirus restrictions)**

**1. Call to Order and Roll Call:**

- The meeting was called to order at 6:05 p.m. Voting members attending: Charlie Estes, Jan Wilson, Sarah Horwood, Michelle Perkins, Sue Janicki joined at 6:21p.m. Youth Ambassador Abby Woods was not in attendance. Also attending: Council Liaison Rusty Neal, Acting City Staff Liaison Sally Riley.
- Susy resigned from the committee via email discussed in the call. Sally asks Jan to copy city to file email for record keeping.

**2. Approval of Minutes – May 4, 2020 & June 1, 2020–** minutes were approved.

**3. Public Comment on Items not on the Agenda:** none.

**4. Sub-committee Reports and Ongoing Projects**

**A. Young Ambassadors (Abby)-** not present to provide report.

**B. Community Education & Awareness (Jan)**

- This sub-committee covers the Newsletter, the Bear Aware program, and other promotions to educate and raise awareness.
- The Bear Aware program is to get the community to not feed the bears. Past campaigns have involved a kid poster contest with the schools. Posters would be judged, and the kids would then come to the city council meeting to get recognition. The program would also work with the code enforcement officials- - distributing information to folks that are in violation of trash in regard to bears. Charlie Estes has agreed to cover this sub-committee. Jan will get information to Charlie on ideas of what to do for the program and Michelle will share contact information with Charlie for Tim Conning which will help with the Bear Aware program.
- Charlie expressed interest in cigarette butt littering. Sarah will share with Charlie information from KAB on littering cigarette butts.

**C. Beautification & Community Improvement (Jan, Michelle)**

- Jan confirmed that flowers went out to people of adopt a garden. The plants are not doing well right now. It was suggested to use moth balls to prevent deer damaging plants.
- Michelle confirmed that for the dog park signs that were proposed, one has been selected. Currently, the sign would cost \$97. Jan will be reaching out to Val Carr to see about covering price of the sign.

**D. Litter Prevention & Waste Reduction (Sarah)**

- In May 2020 minutes, Jan and Michelle indicated they will complete litter index.
- Adopt a Spot: Sarah confirmed all the 15 current adoptees from the Adopt a Spot program will be contacted. Sarah is trying to determine which of the signs are still pending.
  - The city of Woodland Park is updating their signs, and Sarah would like to discuss in the future process for updating the Adopt a Spot signs.

- For the Adopt a Spot Agreement forms and waivers, Sarah would like to confirm that its acceptable to just send via email, as the current forms indicate to drop off in city hall.
- Sarah sent out the last draft of the Recycling Directory- to the committee for final review and comments. The directory will be finalized if no further comments received at the next KWPB meeting.
  - The directory will be available electronically, posted online, and few copies will be printed. Contacting everyone with a spot in the next 2 weeks. Via email or phone.
- Sarah would like to start promoting the Adopt a Spot program online, and providing updates for the KWPB committee online, and on the city website if possible, would like to receive training on the website to post information, recycling tips.

## 5. Other Committee Business

### A. City Wide Clean Up (Jan)

- Clean up planned for September 26 start at 7:30 am. October 3rd is the alternate date.

### B. KWPB Newsletter (Jan and Michelle)

- KWPB will only be doing 2 newsletters a year. Jan to draft newsletter in the next 2 weeks and discussed possible option to have newsletter posted in the newspaper for free. Sarah volunteered to format information into Newsletter if the team sends materials to include in the next version. Charlies Estes profile will be in the next newsletter. Sue's profile will be included in this next version. Michelle will send the profile for Sue to Charlie for reference.

## 6. City Liaison Report

- Budget is still frozen, not sure if that is going to change. The grant request that was submitted to KAB for \$10k, to cut a number of trees and do wood carvings, there have been no response yet.
- Discussed that with the new city website, there is no need to continue to have the separate KWPB website. The committee is okay with this decision. Sally confirmed the setup is simple, and KWPB team would be able to provide information for posting, then someone from city would update the website.
- Sally provided update on the Lowes grant at \$1k, materials and supplies were purchased for the mini clean up and any future clean ups. But the \$700 for perennials have not been purchased. Jan and Steve will be doing the purchasing of the perennials. Sally emphasized that it has to be done before the end of the July 2020 as the report due to KAB by August 1<sup>st</sup>. The perennials can go into the city gardens that have not been adopted. Jan will provide report by next meeting. Provide Lor update for the different programs by end of July.
- There have been a couple of locations that have done a good job of beautifying property: Taco Bell, Residence in Park street. They have done an amazing job of beautifying their home in the southeast corner of Henrietta and Pine St.

## 7. Council Liaison Report – no report at this time.

## 8. Adjournment: The meeting adjourned at 07:05 P.M. The next meeting is August 3<sup>rd</sup>, 2020 at 6 P.M.