



Public Art Commission Meeting Minutes

Jen Perry, Chair
Katie Gasper, Vice Chair
Dana Frazee
Inger Hiller
Kenneth Greenberg
Katie Klossner
Julisa Morris

Thursday, January 9, 2025

4:00 PM

Clubhouse at Red Hawk Ridge Golf
Course
2156 Red Hawk Ridge Dr.
Castle Rock, CO 80109

This meeting is open to the public. All times indicated on the agenda are approximate. Three or more Council members may also attend this meeting, during which the items listed herein will be discussed.

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CALL TO ORDER / ROLL CALL

The meeting was called to order by Chair Jen Perry at approximately 4:06 p.m. Councilmember Ryan Hollingshead was in attendance, as was Staff Liaison Maia Yates.

- Present** 6 - Commissioner Julisa Morris, Commissioner Katie Gasper, Commissioner Dana Frazee, Commissioner Katie Klossner, Chair Jen Perry, and Commissioner Inger Hiller
- Not Present** 1 - Commissioner Kenneth Greenberg

PUBLIC COMMENT

None.

APPROVAL OF THE MINUTES

[PAC 2025-001](#) Approval of the Minutes

Chair Jen Perry motioned and Vice Chair Katie Gasper seconded the approval of the minutes; the motion passed unanimously. Member Inger Hiller was not present during their approval.

"I move to approve the minutes of the November 18, 2024 meeting."

- Yes:** 5 - Commissioner Morris, Commissioner Gasper, Commissioner Frazee, Commissioner Klossner, and Chair Perry
- Not Present:** 2 - Commissioner Greenberg, and Commissioner Hiller

DISCUSSION ITEMS

[PAC 2025-002](#) Strategic Initiatives

Staff and commission members provided updates and discussed various strategic initiatives identified in the public art plan, including:

- The Holiday Card Art Contest award presentation and card sales that occurred throughout December. Approximately 360 cards were sold at the Recreation

Center, Cantril School and MAC, generating \$360 in sales revenue to be used for public art programming. The cards cost about \$270, and staff expressed desire for the cards to be on sale for a longer duration in the future.

- Members review the 2025 schedule for Douglas County Art Encounters and staff noted that the call for artwork submissions had already been posted by the County. Due to submissions being due on February 21 and the regional selection meeting being scheduled for March 5, it was determined to move the Public Art Commission's March meeting from March 13 to March 4, also at 4 pm. The commission planned to rank submissions at this meeting as well as conduct additional business.

- Staff provided the update to members that Metzler Family Open Space will likely not work as an installation location for the proposed sculpture series called Big Drive. Members then reviewed the previous location options discussed, but directed staff to reach back out to Parks and Recreation staff to see if any additional options may be available. The commission would like the sculpture to be visible and welcoming to Town, but also accessible for public engagement.

- Staff noted that the Subdivision Improvement Agreement between the Town and the Plum Creek Investment Group regarding The Burt development provided \$40,000 of revenue to be used for gateway enhancements or other enhancements for community identification within the vicinity. The funds have yet to be used by the Town, and commission members directed staff to verify what is meant by vicinity and where such enhancements could be installed. Staff confirmed that they would contact the Town Attorney's Office to gain insight for future planning.

- An internal meeting to discuss public art communication was scheduled for the following week to be held with the commission's Staff Liaison and various Town communication staff. The meeting would help determine the posting location and frequency for public art initiatives on social media since the Parks and Recreation Department was about to launch their own Facebook account, as well as verify newsletter options and website improvements. The Staff Liaison would then coordinate with members of the commission to establish outreach priorities for 2025.

- Staff drafted a call for art for the vinyl wrap project for the bathroom facility at Festival Park. Members reviewed the call and provided input, confirming the project details.

- Staff drafted a scope of work to obtain photography services throughout 2025. Members reviewed the draft and provided input. The commission plans to catalog the Town's public art collection by, at a minimum, obtaining one professional photograph of each piece. Overtime, additional photographs may be sought to feature the artwork in different seasons and/or themes. The commission will open the request for proposals to professional photographers and students and determine the final scope of work once potential vendors are considered and/or selected.

- Members continued to discuss the Town of Castle Rock Arts and Culture Annual Grant Program to confirm grant types, eligibility, the process, the timeline and online application questions. Staff and Chair Jen Perry will continue to finalize

program details for the commission's review in February prior to distributing to the Town Manager's Office for review and launch.

COMMISSION COMMENTS

None.

ADJOURN TO DINNER

The meeting adjourned at approximately 5:16 p.m.