



# Public Art Advisory Board Regular Meeting

## Agenda

**August 19, 2024 @ 12:00 PM**

City Hall Commission Chambers  
401 S. Park Avenue

### welcome

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### please note

Times are projected and subject to change.

- 
- 1. Call to Order**
  - 2. Consent Agenda**
    - a. Approve the minutes of June 17, 2024 1 minute
  - 3. Public Comments (for items not on the agenda): Three minutes allowed for each speaker**
  - 4. Action Items**
    - a. Funding for Arts Weekend 15 minutes
    - b. Discussion of Arts & Culture Alliance Liaison(s) 10 minutes
    - c. Reschedule Meeting on September 16 5 minutes
  - 5. Non-Action Items**
  - 6. Staff Updates**
    - a. Public Art Collection Online Project 20 minutes
    - b. Highwaymen Painting Loan 10 minutes
    - c. John Costin Large Bird Prints 5 minutes
    - d. White A Sculpture Restoration 5 minutes
  - 7. Board Comments**
    - a. Request for discussion of items by Charles Hamilton 10 minutes
  - 8. Upcoming Agenda Items**
  - 9. Adjournment**



## Public Art Advisory Board

# agenda item 2.a

**item type**

Consent Agenda

**meeting date**

August 19, 2024

**prepared by****approved by****subject**

Approve the minutes of June 17, 2024

**motion | recommendation****background****alternatives | other considerations****fiscal impact****attachments**

1. PAAB-mins-2024-06-17 DRAFT CO



# Public Art Advisory Board Regular Meeting Minutes

**June 17, 2024 at 12:00 PM**

City Hall Commission Chambers  
401 S. Park Avenue

## **Present**

Peggy Bohl, Charles Hamilton, Drew Henner, Austin Reeves, Laura Burst

## **Absent**

Danny Humphress, Elizabeth Ingram

## **Staff Present**

Director of Communications Clarissa Howard, Assistant Director of Communications Craig O'Neil, Creative Services Manager Theresa Broman, Content & Graphics Specialist Meghan Robinson, Senior Advisor Arts & Culture Anda Ariail

## **1. Call to Order**

Craig O'Neil called the meeting to order at 12:00 p.m. Mr. O'Neil thanked the Board members for their attendance at the Installation Event held at the library. Board members introduced themselves. Mr. O'Neil clarified the remark made at the Installation Event that the Morse Genius Foundation funded the event when it was actually the Public Advisory Board that funded the installation and the event.

## **2. Consent Agenda**

- a. Approve the minutes of May 20, 2024

**Motion made by Ms. Bohl to approve the minutes, seconded by Mr. Reeves.  
Motion carried unanimously with a 5-0 vote.**

## **3. Public Comments (for items not on the agenda)**

## **4. Action Items**

- a. Move Forward with Process to Secure Highwaymen Art Loan From Morse Museum of American Art

Ms. Bohl thanked and complimented the staff on the Installation Event. Ms. Bohl requested to procure a loan from the Morse Museum of a Highwaymen Painting and to

work collaboratively with the library and Ms. Ariail.

**Motion made by Mr. Hamilton to proceed with the Highwaymen loan from the Morse Museum; seconded by Mr. Reeves. Motion carried unanimously with a 5-0 vote.**

b. White A Sculpture Restoration

Mr. O'Neil presented the restoration of the White A sculpture. The sculpture needs to be rewelded, stripped and repainted. Mr. O'Neil advised the proposed cost will be \$3635. Mr. Reeves expressed his concern about the quality of paint that will be used.

**Motion made by Ms. Bohl to approve \$4K for restoration of White A sculpture pending Mr. O'Neil's further investigation of the quality of the paint; seconded by Mr. Reeves. Motion carried unanimously with a 5-0 vote.**

## **5. Non-Action Items**

a. Discussion: Call for Artists and RFQ's

Mr. Hamilton presented to the Board a need to secure talent. RFP's (Request for Proposals) can be written in advance to add talent for future projects. Ms. Bohl suggested creating a strategic plan to grow the City's art collection incorporating Mr. Hamilton's idea. Mr. O'Neil advised that he will contact procurement for the legalities and suggested a work session for further discussion.

## **6. Staff Updates**

a. Presentation: Public Art Online Inventory Update

Mr. O'Neil explained to the Board that City staff has taken on the project of creating an online inventory of every public art piece belonging to the City. This project has saved the Public Art Advisory Board \$10K. Creative Services Manager Ms. Broman introduced the new Public Art logo and the Public Art Collection webpage that will be located on the City's website. The art pieces are set up by location and will interact with the GIS system.

Mr. Hamilton explained to the new Board members, the Board's intention of displaying the City's public art collection using a mobile app. Mr. O'Neil added that other considerations for doing it in-house was cost, efficiency and the ability to update the site quickly. Ms. Broman explained that the mobile app is a work in-progress open to the Board for suggestion and input. Mr. Reeves inquired about the licensing and legalities of the artwork, explaining that although the City may own the piece of artwork, the City does not have the copyrights. Discussion between the staff and Mr.

Reeves continued with a suggestion of watermarking the photographs. A discussion of the preference of local artists and a navigational search feature on the site ensued. Ms. Broman explained the website is being set up in phases. Mr. Hamilton requested the navigational feature added to the next phase and asked for the current timeline. Mr. O'Neil advised the launch will be in September.

## **7. Board Comments**

Mr. O'Neil explained to the new members the meaning of Board Comments and Upcoming Agenda Items. He reminded the Board to attend the Board Appreciation Celebration on June 20, 2024.

Ms. Howard explained the Arts and Culture Alliance to the new Board members. Ms. Ariail advised that each Advisory Board member is a member of the Alliance and is required to participate in the February Arts Weekend. Ms. Ariail stated she is a board member of the City of Orlando Public Arts Advisory Board and will ask them if they have a legal document for their artists. Ms. Ariail also mentioned the City of Orlando requests local artists first in their RFP's.

## **8. Upcoming Agenda Items**

Mr. O'Neil stated a need for another Board member to attend the Arts Alliance meetings and asked for suggestions on what will the Board offer for the Arts Weekend. Mr. Henner would like to revisit adding murals to canals. Board members advised the Commission and the public were against the canal murals.

## **9. Adjournment**

The meeting adjourned at 1:33 p.m.

Approved by the board on  
/s/ Bahiyyah Layton, Board Coordinator



## Public Art Advisory Board

# agenda item 4.a

**item type**

Action Items

**meeting date**

August 19, 2024

**prepared by**

Craig O'Neil, Assistant Director of Communications

**approved by**

Clarissa Howard, Director of  
Communications

**subject**

Funding for Arts Weekend

**motion | recommendation****background**

The Arts Weekend subcommittee of the Arts & Culture Alliance is planning all details for the event coming February 21-23, 2025. The subcommittee has requested funding from the Public Art Advisory Board for two items:

1. \$500: Chalk Art in Central Park to include professional artists creating images on the sidewalks as well as opportunities for children to draw art on the sidewalks with chalk.
2. \$3,000: Temporary art installation in Central Park during the month of February 2025 with the purpose of promoting the weekend and providing opportunities for selfies, etc. on social media. Ideas discussed have included inflatable art similar to the pigeon project in downtown Orlando.

**alternatives | other considerations****fiscal impact**

The total cost to fulfill this request is \$3,500. The PAAB has approximately \$8,000 remaining in its 2024 FY budget as shown in attachments.

**attachments**

1. PAAB Account
2. PAAB Budget Account Summary To Date 08.19.24

Account

|         |         |     |            |                                       |                                |        |               |
|---------|---------|-----|------------|---------------------------------------|--------------------------------|--------|---------------|
| Fund    | 001     | ... | GENERAL    | Acct                                  | 001-17-1701-51-0513-534032-    |        |               |
| Org     | 0011701 | ... | COMM       | Acct name                             | OTHER SERVICES - PUBLIC ART BD |        | Account Notes |
| Object  | 534032  | ... | PUB ART BD | Type                                  | Expense                        | Status | Active        |
| Project |         | ... |            | Rollup                                |                                | ...    |               |
|         |         |     |            | Sub-Rollup                            |                                | ...    |               |
|         |         |     |            | <input type="checkbox"/> MultiYr Fund |                                |        |               |

4 YEAR COMPARISON

CURRENT YEAR    HISTORY    4 YEAR GRAPH    HISTORY GRAPH

| Yr/Per 2024/08  | Fiscal Year 2024 |  | Fiscal Year 2023 |  | Fiscal Year 2022 |  | Fiscal Year 2025 |  |
|-----------------|------------------|--|------------------|--|------------------|--|------------------|--|
| Original Budget | 20,000.00        |  | 20,000.00        |  | .00              |  | .00              |  |
| Transfers In    | 9,000.00         |  | .00              |  | 7,000.00         |  | .00              |  |
| Transfers Out   | .00              |  | .00              |  | .00              |  | .00              |  |
| Revised Budget  | 29,000.00        |  | 20,000.00        |  | 7,000.00         |  | .00              |  |
| Actual (Memo)   | 20,422.08        |  | 8,113.16         |  | 6,119.74         |  | .00              |  |
| Encumbrances    | 177.46           |  | .00              |  | .00              |  | .00              |  |
| Requisitions    | .00              |  |                  |  |                  |  | .00              |  |
| Available       | 8,400.46         |  | 11,886.84        |  | 880.26           |  | .00              |  |
| Percent used    | 71.03            |  | 40.57            |  | 87.42            |  | .00              |  |

| YEAR | EFF DATE   | AMOUNT   | VDR NAME/ITEM DESC           | COMMENTS                       |
|------|------------|----------|------------------------------|--------------------------------|
| 2024 | 07/11/2024 | 3,271.80 | MICHAEL'S ARTS & CRAFT STORE | FRAMING OF JOHN COSTIN PRINTS  |
| 2024 | 06/03/2024 | 143.67   | PUBLIX                       | Monthly lunch for Public Art A |
| 2024 | 06/03/2024 | -12.77   | PUBLIX                       | Refund for a box lunch from Pu |
| 2024 | 06/03/2024 | 52.35    | ACME STAMP AND SIGN CO       | name tags for new PAAB members |
| 2024 | 06/03/2024 | 39.35    | AMERICAN GRAPHIX SOLUTIONS   | stained glass window photo car |
| 2024 | 06/03/2024 | 17.57    | AMAZON.COM SERVICES LLC      | oval labels for Public Art Col |
| 2024 | 06/03/2024 | 26.75    | AMAZON.COM SERVICES LLC      | bags & tissue for stained glas |
| 2024 | 06/03/2024 | 115.96   | AMAZON.COM SERVICES LLC      | Stained Glass Window frames fo |
| 2024 | 06/20/2024 | 8,958.00 | AMAZING FRAMES USA INC       | AESTHETICS                     |
| 2024 | 06/13/2024 | 3,084.90 | ARTHUR'S CATERING, INC.      | FOOD & DRINKS                  |
| 2024 | 06/07/2024 | 250.00   | CENTRAL FLORIDA VOCAL ARTS   | NON-PROFESSIONAL SERVICES      |
| 2024 | 06/03/2024 | 86.00    | SIGNATURE DEZIGNS            |                                |
| 2024 | 05/06/2024 | 135.08   | PUBLIX                       | Lunches for monthly public art |
| 2024 | 05/06/2024 | 551.80   | AMAZON.COM SERVICES LLC      | Stained Glass Window frames fo |
| 2024 | 05/06/2024 | 20.99    | Einstein Bros Bagels2526     | COFFEE AND BAGELS FOR ARTWORK  |
| 2024 | 05/06/2024 | 23.41    | Printglobe                   | sample paper weight for possib |
| 2024 | 05/06/2024 | 43.98    | Discountmugs.Com             | sample glass paperweight for p |
| 2024 | 05/06/2024 | 2,282.00 | PHILIP ESCHBACH              | NON-PROFESSIONAL SERVICES      |
| 2024 | 04/01/2024 | 251.85   | 10333 Cava Millenia Ca       | Lunch for Public Art Advisory  |
| 2024 | 04/01/2024 | 362.25   | 15 Lightyears, Inc.          | ON SITE VISIT TO DETERMINE ISS |
| 2024 | 04/01/2024 | 122.15   | ACME STAMP AND SIGN CO       | NAMETAGS FOR PUBLIC ART ADVISO |
| 2024 | 03/04/2024 | 126.32   | Park Avenue Pizza            | Lunch for Public Art Advisory  |
| 2024 | 02/12/2024 | 134.49   | Pf Changs #5000 Olo          | Lunches for PAAB regular meeti |
| 2024 | 01/02/2024 | -6.49    | PUBLIX                       | Refund on the sales tax for pu |
| 2024 | 01/02/2024 | 106.39   | PUBLIX                       | Lunches for Public Art Advisor |
| 2024 | 12/04/2023 | 134.38   | PUBLIX                       | lunches for paab meeting       |
| 2024 | 11/06/2023 | 99.90    | PUBLIX                       | Public Art Advisory BOard regu |



## Public Art Advisory Board

# agenda item 4.b

**item type**

Action Items

**meeting date**

August 19, 2024

**prepared by**

Craig O'Neil, Assistant Director of Communications

**approved by**

Clarissa Howard, Director of  
Communications

**subject**

Discussion of Arts & Culture Alliance Liaison(s)

**motion | recommendation**

Allow city staff to serve as the Arts & Culture liaisons and update the PAAB on Alliance happenings on a monthly basis.

**background****alternatives | other considerations****fiscal impact**

N/A

**attachments**

None



## Public Art Advisory Board

# agenda item 4.c

**item type**

Action Items

**meeting date**

August 19, 2024

**prepared by**

Craig O'Neil, Assistant Director of Communications

**approved by**

Clarissa Howard, Director of  
Communications

**subject**

Reschedule Meeting on September 16

**motion | recommendation**

Move the September meeting to one week later, on Monday, September 23, at noon.

**background**

Facility work is being conducted in Commission Chambers during the week of September 16, and the room will not be available for use. Commission Chambers has been reserved for the PAAB one week later, on Monday, September 23.

**alternatives | other considerations**

Move meeting to a new date or cancel September meeting September.

**fiscal impact**

N/A

**attachments**

None



## Public Art Advisory Board

# agenda item 6.a

**item type**

Staff Updates

**meeting date**

August 19, 2024

**prepared by**

Craig O'Neil, Assistant Director of Communications

**approved by**

Clarissa Howard, Director of  
Communications

**subject**

Public Art Collection Online Project

**motion | recommendation****background**

The city's Communications Department has been working on adding the entire Public Art Collection online, accessed from the city's official website. New photos of each piece have been taken and a majority of descriptions have been updated. Theresa Broman, Creative Services Manager, will present an update on the status of this project.

**alternatives | other considerations****fiscal impact**

The hard costs associated with this project include \$2,300 for new photos. City staff has provided the labor to complete this online collection project.

**attachments**

None



## Public Art Advisory Board

# agenda item 6.b

**item type**

Staff Updates

**meeting date**

August 19, 2024

**prepared by**

Craig O'Neil, Assistant Director of Communications

**approved by**

Clarissa Howard, Director of  
Communications

**subject**

Highwaymen Painting Loan

**motion | recommendation****background**

Craig O'Neil and Peggy Bohl are working out details for a Highwaymen painting to be loaned to the city from the Charles Hosmer Morse Museum of American Art. The painting will be presented in the display area of the Winter Park Library during the month of February 2025, to tie in with the Library's promotions of Black History Month. The painting would then be displayed in the trophy case in the lobby of City Hall Commission Chambers for up to six months afterward. The loan will be promoted alongside "Arts Weekend" as a temporary addition to the city's Public Art Collection.

**alternatives | other considerations****fiscal impact**

N/A

**attachments**

None



## Public Art Advisory Board

# agenda item 6.c

**item type**

Staff Updates

**meeting date**

August 19, 2024

**prepared by**

Craig O'Neil, Assistant Director of Communications

**approved by**

Clarissa Howard, Director of  
Communications

**subject**

John Costin Large Bird Prints

**motion | recommendation****background**

The remaining seven prints that were part of the John Costin Best of Show Collection from 2012 have all been framed and the didactics have been ordered. The five prints that are currently installed in the Winter Park Events Center will need to be tightened up a bit to make room for these new prints so that the entire collection can be installed together on the second floor overlooking Lake Mendsen.

**alternatives | other considerations****fiscal impact**

Framing costs of \$3,500 were previously approved by the PAAB.

**attachments**

None



## Public Art Advisory Board

# agenda item 6.d

**item type**

Staff Updates

**meeting date**

August 19, 2024

**prepared by**

Craig O'Neil, Assistant Director of Communications

**approved by**

Clarissa Howard, Director of  
Communications

**subject**

White A Sculpture Restoration

**motion | recommendation****background**

On June 17, 2024, the PAAB approved the necessary restoration of the White A sculpture, located at the Winter Park Scenic Boat Tour. The contract has been signed, and the restoration process will be scheduled in the coming weeks according to worker availability.

**alternatives | other considerations****fiscal impact**

The original cost for this restoration project came in at \$3,635, which included a \$355 landscape work line item which is being removed. In addition, the board requested that aeronautical paint be used in order to protect the artwork and lengthen the life of the restoration. The new cost totals \$4,565.

**attachments**

None