



Public Art Advisory Board Regular Meeting

Agenda

October 20, 2025 @ 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.

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- 1. Call to Order**
 - 2. Approval of Minutes**
 - a. Minutes of August 18, 2025 1 Minute
 - b. Minutes of September 15, 2025 1 Minute
 - 3. Public Comments (for items not on the agenda): Three minutes allowed for each speaker**
 - 4. Action Items**
 - a. Finalize Scope of Work for Seven Oaks Park Art Sculpture RFQ 30 minutes
 - b. Select Three Board Members to Serve on Seven Oaks Park Art Sculpture Selection Committee. 10 minutes
 - c. PAAB Sponsorship of Tapestry Project for Arts Weekend 2026 10 minutes
 - 5. Non-Action Items**
 - 6. Staff Updates**
 - a. Tree Whisperer Repair and Refurbishment
 - 7. Board Comments**
 - 8. Upcoming Agenda Items**
 - 9. Adjournment**



Public Art Advisory Board Regular Meeting Minutes

August 18, 2025 at 12:00 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

Charles Hamilton, Danny Humphress (Virtual), Elizabeth Ingram, Peggy Bohl, Austin Reeves, Carolyn Fennell, Laura Burst

Staff Present

Assistant Director of Communications Craig O'Neil, Sr. Advisor Arts & Culture Anda Ariail, Graphics Specialist Meghan Robinson, Events & Marketing Coordinator Stephanie Silva

1. Call to Order

The meeting was called to order at 12:02pm.

2. Approval of Minutes

- a. Minutes of July 21, 2025

**Motion made by Ms. Bohl to approve the minutes, seconded by Ms. Burst.
Motion carried unanimously with a 7-0 vote.**

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

4. Action Items

- a. Bloomberg Connects

Mr. Hamilton presented Bloomberg Connects as a marketing application intended for the city's art collection, aiming to enhance and expand the city's esteemed initiatives.

Motion made by Mr. Hamilton to implement Bloomberg Connects; seconded by Mr. Humphress.

Discussion: Ms. Bohl expressed interest in seeing the current webpage's click count. She noted that Bloomberg Connects was designed for museums, institutions, and large cities like New York and Chicago, aiming to facilitate trade. Ms. Bohl raised concerns about potential conflicts of interest and exploitation for private gain. Mr. O'Neil responded to Ms. Ingram, stating that staff are committed to promoting the public art collection. He also told Ms. Bohl that staff will provide webpage stats since the page is almost a year old. Additionally, Mr. O'Neil mentioned that Bloomberg Connects would be able to be worked on by city staff beginning in February 2026, after the contract is reviewed/approved by the city attorney.

Ms. Fennell pointed out that the city incurs no costs beyond the time commitment of two board members and city staff.

The motion passed with a 6-1 vote. Ms. Bohl voted no.

b. Scope for Permanent Sculpture(s) in Seven Oaks Park

Mr. O'Neil requested the board to provide a scope for the Seven Oaks Park permanent feature, enabling it to be presented to procurement for incorporation into the Request for Quotation (RFQ).

- Mr. Hamilton presented a PowerPoint presentation of his recommendation of the scope. He displayed examples of public art in various cities and suggested child-friendly, interactive, quirky, public art abstracts, non-traditional. He recommended having a work session to discuss permanency, how many pieces, using the same or more than one artist, going to the armory show for ideas or well-known repositories of art, and considering miniature sculptures to select pieces of art. Things to consider: genres, non-traditional or abstract, visionary and interactive.
- Ms. Bohl expressed a preference for a maquette and shared her enthusiasm for Phil Anderson's vision for the Winter Park brand.
- Mr. O'Neil suggested that the piece is enjoyable for most people, not offensive or a political statement, and ties into the charm of the Winter Park brand.
- Mr. Humphress emphasized the importance of the art being iconic, historical, and paying tribute to the city's rich natural heritage. He also mentioned that it should be whimsical, impressive, and timeless.
- Ms. Ingram suggested a colorful, eye-catching piece that is contemporary. She also mentioned the possibility of an already-made made piece that could help with costs. An example of an interactive piece is the Jaxoscope in Jacksonville or a large abstract oak tree. Additionally, she recommended issuing an RFQ to see what artists come up with and focusing on one piece at a time.
- Ms. Burst proposed an abstract, colorful peacock that can be enjoyed by people of all ages, especially children, and is easy to maintain. She also suggested that it should be thought-provoking.
- Ms. Bohl proposed finding the brand and having Phil Anderson share his vision. She recommended a fixed, bronze or steel piece that is classic, long-lasting, and created by a local artist. The piece should have a theme, be interactive, appeal to children, and be non-controversial. Her top priorities were items that reflect the brand, are colorful, and relate to Winter Park.
- Mr. Reeves emphasized the importance of the material and medium being interactive, but also thoughtfully used, not just something to be sat on. He suggested focusing on one piece at a time.

- Mr. Humphress stated that the art should not be limited. He also proposed scheduling the permanent installation for the spring or summer..
- Mr. O'Neil will compile a list of items based upon board member input. Mr. Reeves recommended sending out the RFQ call before the end of the year. Ms. Ingram proposed having the RFQ ready for the next meeting.

Motion made by Ms. Bohl to proceed with the RFQ, expend between \$100K and \$175K and begin immediately after Mr. O'Neil has listed the priorities; seconded by Ms. Burst. The motion carried unanimously by a 7-0 vote.

5. Non-Action Items

6. Staff Updates

a. Mobility Hub EV Charging Stations

Mr. O'Neil mentioned that using artwork to hide the mobility hub would create a conflict with the heat generated by the chargers. Instead, the Parks Department will let the hedges grow taller to provide some camouflage.

b. Seven Oaks Park Rotating Sculpture Project Approved

On July 23rd, the City Commission approved the three rotating sculptures in Seven Oaks Park. Ms. Ariail is working with procurement to have this in place by January 15, 2026.

7. Board Comments

Mr. O'Neil addressed the board regarding the approval of the \$5K funding allocated for artwork commemorating the Celebration of America 250. The designated art piece is planned to be installed at the Blue Bamboo Jazz Garden, situated on the brick pedestal. Procurement is currently reviewing a summary that solicits input from the city's Arts & Culture Alliance members, including Crealde School of Art, and Rollins Museum of Art. Final approval would be provided by Chris and Melody Cortez, and the PAAB. Ms. Ariail expressed that the installation of this piece should occur during Arts Weekend to position it as a keynote event. Mr. Hamilton expressed concerns about the potential political implications of celebrating the 250th anniversary of America and his discomfort with this aspect of the PAAB providing a piece of art. Ms. Fennell and Mr. O'Neil acknowledged the political discussion and his concerns.

8. Upcoming Agenda Items

9. Adjournment

The meeting adjourned at 1:33 p.m.

Approved by the board on

/s/ Bahiyyah Layton, Board Coordinator



Public Art Advisory Board Regular Meeting Minutes

September 15, 2025 at 12:00 PM

City Hall Commission Chambers
401 S. Park Avenue

Present

Charles Hamilton, Danny Humphress, Elizabeth Ingram, Peggy Bohl, Austin Reeves, Carolyn Fennell

Absent

Laura Burst

Staff Present

Assistant Director of Communications Craig O'Neil, Sr. Advisor Arts & Culture Anda Ariail, Events & Marketing Coordinator Stephanie Silva, Procurement Contracts Agent Rebecca Watt

1. Call to Order

Call to order at 12:01 p.m.

2. Public Comments (for items not on the agenda): Three minutes allowed for each speaker

Gigi Papa commented on the video recording of the last meeting, stating that she believed a board member showed disdain for our country and voted against the artwork for the America 250th celebration. She recommended removing that board member and having the city commission respond. Ms. Papa emphasized that the board should never promote personal political agendas during meetings.

3. Action Items

a. Seven Oaks Park Sculpture Installation RFQ Details and Scope

Mr. O'Neil stated that staff members visited Seven Oaks Park to assess the three locations for the Art on the Green project. PAAB shall proceed with finalizing the scope for the Request for Quotations (RFQ) in collaboration with the procurement department.

Ms. Bohl proposed including a bronze statue option in the RFQ due to its durability and weather resistance. She emphasized that bronze should be part of the RFQ and not overlooked, as it expands options. It was clarified that while the board didn't specifically suggest a statue, using bronze as a medium is acceptable.

The list of suggested scope is as follows:

- commissioned or existing art piece,

- visionary
- may portray the city's brand of A. inclusive, B. charming, C. parks and lakes, D. city of Arts & Culture

Ms. Bohl commented that the art piece should reflect the time, thinking, and love, and should be traditional or abstract. Mr. Reeves stated that it is the artist's responsibility to develop a concept and recommended item E to promote dialogue. The board discussed this and continued listing other points.

- not political or offensive
- colorful
- interactive
- whimsical
- timeless
- should appeal to all ages
- must be easy to maintain and withstand Florida weather
- must have potential to become a landmark art piece
- Submit a maquette or a digital rendering

Up to five finalists will receive \$1,000 each. A total of \$175,000 is allocated for the selected artist fee, which includes but is not limited to installation, insurance, supplies, artwork, and any other requirements, excluding travel funds.

Austin Reeves had to leave at 12:52 pm

Procurement Contracts Agent Rebecca Watt outlined the process for establishing the selection committee after the RFQ is issued. She noted that this process follows Florida Statutes, and once an odd number of members are chosen, they must adhere to a code of silence, meaning they cannot discuss the proposals unless there is a publicly noticed meeting.

A discussion about the appropriate number of board members to be on the selection committee was suggested, with a proposed total of three. Additionally, two staff members would be included to make a total of five members. These members are permitted to communicate with procurement. The first phase, involving portfolio reviews, will be conducted in publicly noticed meetings of the selection committee. In the second phase, the artists' oral presentations are exempt from public records. The third phase involves reconvening the selection committee to recommend the finalist.

The final draft of the RFQ/RFP will be presented at the next PAAB meeting, after which procurement will establish the selection committee. The board members consented to appoint three members to serve on this committee. Ms. Watt provided additional clarification regarding the procedure for submitting proposals via an OpenGov link. Ms. Fennell summarized that in the upcoming meeting, the board will evaluate the selection process and determine whether any additions are necessary for the RFQ.

Motion made by Mr. Humphress to approve the items that have been listed by the board for forwarding the Seven Oaks Signature Art Project; seconded by Mr. Hamilton. The motion carried unanimously by a 5-0 vote.

Gigi Papa stated that the Public Art dedicated fund is derived from taxpayer general funds, including the \$600K, and residents are not involved in the decision-making process.

4. Non-Action Items

5. Staff Updates

- a. Art by Gillie and Marc

Mr. O'Neil shared photographs of 'Arf' by Gillie and Marc, renowned for their public art seating installations. Ms. Bohl remarked that the benches are interactive and expressed her hope that the selected artist is local.

- b. America 250 Call to Artists

Mr. O'Neil informed the board that the call to artists for the America 250 artwork, which was approved for \$5,000, received no responses by the required early deadline.

6. Board Comments

7. Upcoming Agenda Items

Mr. O'Neil mentioned that a Commissioner informed him about a letter from the Orwin Manor Home District Homeowners Association, requesting funding from PAAB to install two gateway signs. The bid for the project is \$146,000. Ms. Fennell recommended guidelines for funding such projects, while Mr. Hamilton expressed the view that it may not fall within PAAB's scope. The board decided unanimously that this is not something to be funded by the dedicated funding source and would not recommend bringing this back for discussion.

8. Adjournment

The meeting adjourned at 1:30 p.m.

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



item type

Action Items

meeting date

October 20, 2025

prepared by

Craig O'Neil, Assistant Director of Communications

approved by

Clarissa Howard, Director of
Communications

subject

Finalize Scope of Work for Seven Oaks Park Art Sculpture RFQ

motion | recommendation

The board is requested to finalize the Scope of Work for the Seven Oaks Park sculpture RFQ.

background

For several months, the PAAB has been providing input to create a Scope of Work for a permanent sculpture in Seven Oaks Park. The sculpture will be located in the center of the park in the circular brick structure which currently features landscape. The permanent sculpture will enhance and engage the park along with three additional rotating sculptures which will be installed in January 2026. Once the Scope of Work for the permanent sculpture is finalized, the city's Procurement Division will create a selection committee, distribute an RFQ/RFP to solicit proposals from potential sculpture artists, and help determine the timeline for this permanent piece. Three members of the PAAB will be on the selection committee along with two city staff members. The selected artist and project resulting from the RFQ/RFP process will be presented to City Commission for final approval before installation.

alternatives | other considerations

fiscal impact

Up to \$175,000 to be allocated for this project from the city's Public Art Dedicated Funding Source.

attachments

1. Scope FINAL as of 10.10.25

Project Description

The City of Winter Park is seeking proposals to create and install a sculpture as a welcoming feature of the of the Seven Oaks Park, located at 1150 North Orange Avenue, Winter Park, Florida, inviting visitors to enjoy the park and experience a sculpture walk, along with the three (3) rotating "Art on the Green" sculptures located throughout the park. The artwork should appeal to all people, avoiding colors, symbols, or other depictions associated with political sides or points of view. Final artwork will focus on the natural environment, city landmarks, or an abstract depiction of these elements.

The budget for this sculpture project is one hundred seventy-five thousand dollars (\$175,000), including but not limited to installation insurance, supplies, artwork, and any other requirements of the project. Travel funds are not available for this project.

Scope of Work

The sculpture will be located at the circular brick area in the center of the park, measuring approximately 17.5 feet in diameter. An aerial view and site image identifying the location are provided in **Attachment A**.

The selected artist or artist team will be responsible for the following:

- Design and creation of a sculpture(s) for the Seven Oaks Park.
- Procurement of necessary materials for the project.
- Insurance for the installation process.
- Execution in a timely manner, adhering to agreed-upon deadlines.
- Coordination with City staff for any logistical requirements.

Elements most important to the selection committee include the following:

- A commissioned or existing art piece
- Visionary
- Portray the City's brand, such as:
 - Inclusive
 - Charming
 - A nod to Parks & Lakes
 - City of Arts & Culture
- Promote dialogue
- Not political or offensive
- Colorful
- Interactive
- Styles may include:
 - Traditional
 - Abstract
 - Whimsical
- Appeal to all ages
- Must be easy to maintain and withstand the Florida climate.

- Serve as a signature piece among several other “Art on the Green” sculptures throughout the park.

Eligibility

Artists may apply as individuals or as an artist team. All applicants must be eligible to work in the United States and be 18 years of age or older. Artists wishing to apply as a team should appoint and declare one (1) person to serve as the main contact for the project and submit a single collaborative portfolio.

City of Winter Park employees and or its elected officials and immediate family are ineligible to apply.

Portfolio Submission Requirements

Interested artists or artist teams are required to submit a portfolio showcasing previous artwork projects or relevant artwork. The portfolio should demonstrate the artist's proficiency in sculpture design and installation, as well as their ability to work collaboratively with stakeholders. Portfolio requirements are:

- Portfolio with a minimum of three (3) and a maximum of five (5) project work samples from the individual or team.
- Submissions may include up to three (3) images of any individual project, but should present work from three (3) to five (5) separate projects.
- Resumé or curriculum vitae outlining the artist's or team's relevant experience, education, references, and any additional qualifications.
- Two (2) professional references from projects presented in the artist's portfolio.
- Previous project budgets and timelines.
- A maquette or digital rendering must be included.

Selection Procedure

Phase 1: Review of Portfolios

Portfolios will be evaluated based on the following criteria:

- Artistic merits and creativity of the portfolio submissions.
- Artist’s technical abilities and comparable scale of past works, as demonstrated in previous artwork.
- Demonstrated ability to execute projects within budget and timeline constraints.
- Experience in collaborating with multiple stakeholders, working on design teams, and with projects in urban settings.
- Feedback from references on timing, budget, professionalism & safety.

Phase 2: Selection of Finalists

Up to five (5) finalists will be selected by a selection committee. These finalists will be invited to develop a sculpture concept proposal. A site visit and tour will be provided to inform the concept design. Finalists will be paid a one-time one thousand dollar (\$1,000) fee to help defray the costs of preparing the conceptual proposal.

Phase 3: Finalist Interviews

The committee will reconvene to interview the finalists, review finalist proposals, and recommend one (1) artist (or artist team) to execute the project.

DRAFT





Public Art Advisory Board

agenda item 4.b

item type

Action Items

meeting date

October 20, 2025

prepared by

Craig O'Neil, Assistant Director of Communications

approved by

Clarissa Howard, Director of Communications

subject

Select Three Board Members to Serve on Seven Oaks Park Art Sculpture Selection Committee.

motion | recommendation

The board is requested to select three members to serve on the Seven Oaks Park Art Sculpture Selection Committee.

background

Three board members will serve on the Seven Oaks Park Art Sculpture Selection Committee along with two city staff members. Selection committee members will enter a "cone of silence" once the process begins. Final selection will be presented to City Commission for their approval.

alternatives | other considerations**fiscal impact**

N/A

attachments

None



item type

Action Items

meeting date

October 20, 2025

prepared by

approved by

Clarissa Howard, Director of
Communications

subject

PAAB Sponsorship of Tapestry Project for Arts Weekend 2026

motion | recommendation

The Board is asked to approve sponsorship for the Tapestry Project.

background

Arts Weekend will occur February 5–8, 2026. The PAAB is encouraged to participate by bringing an art project to the community. The Tapestry Project will engage all ages from the Winter Park community at various locations, including Winter Park History Museum, Winter Park Library, Center for Health & Wellbeing, and the Hannibal Square Heritage Center.

alternatives | other considerations

fiscal impact

\$9,792.00 as outlined in the attached proposal.

attachments

1. A Tapestry of Experience - Proposal

A Tapestry of Experience

Winter Park - February 5-8, 2026

Installation Window: January 8-12, 2026

Participating Venues (Proposed)

Winter Park History Museum
Winter Park Library
Center for Health & Wellbeing
Hannibal Heritage Center

Project Overview

The "Tapestry of Experience" invites the Winter Park community to create a collaborative, multi-venue art installation celebrating connection, heritage, and creativity. Each tapestry installation will be themed to reflect its host venue while contributing to a cohesive citywide story.

The on-site interactive during the event aligns with Winter Park's America 250 initiative, providing a public experience, weaving together red, white, and blue elements to honor both history and contemporary community identity.

Scope of Work

- Research & Concept Development
- Research similar community-based "tapestry" collaborations.
- Consult with contacts at each participating venue (with Anda).
- Refine the overarching theme and develop inclusive, interactive concepts.

Venue-Specific Themes (concepts in progress)

- Winter Park History Museum: Flora and fauna, early history, Rollins College influence.
- Winter Park Library: Literature, story, and poetry.
- Center for Health & Wellbeing: The nine pillars of health expressed through color and dimensional forms.
- Hannibal Heritage Center: Historical figures and artifacts representing local heritage and cultural growth.

Design & Collaboration

- Present initial concepts and mockups for review by the City and stakeholders.
- Incorporate stakeholder input and finalize designs.
- Estimate and source materials.
- Coordinate with fabricators for production, quality control, and delivery.
- Facilitate fabrication of structures and interactive elements.

Community Participation

- Prepare and secure materials for public participation, such as strips of cloth, yarn, ribbon, and paper.
- Encourage participants to contribute personally meaningful materials where appropriate.

Installation & Event Management

- Install structures in venues prior to the event.
- Conduct weekly check-ins (in person or via email) with venue contacts.
- Coordinate transportation of installations to the event site.
- Manage setup of the fifth on-site interactive station, to be completed by 11:30 a.m. on February 7.
- Tend the on-site installation during event hours (12:00–3:00 p.m.).
- Oversee takedown after the event.

Post-Event Transition

- Relocate installations to semi-permanent display venues (proposed: Edyth Busch, Blue Bamboo, City Hall, Winter Park Library, Winter Park History Museum).
- Provide each venue with basic maintenance instructions for long-term display.

Timeline

Phase	Dates	Key Deliverables
Concept & Design Development	Oct–Nov 2025	Research, sketches, theme refinement, stakeholder presentations
Fabrication & Prep	Dec 2025	Final designs approved, vendor coordination, material procurement
Installation	Jan 8–12, 2026	Installation of 4 venue pieces
Main Event	Feb 7 2026	Interactive onsite installation & participation, transport of four existing tapestries to showcase
Post-Event	Feb 7-8, 2026	Relocation to semi-permanent venues, maintenance handoff

Budget & Fees

Item	Description	Estimated Cost
Creative Direction / Project Management / Director's Asst.	Research, design, sourcing, coordination, stakeholder engagement, vendor management, fabrication	\$4,500
Installation & Event Support	On-site setup, event staffing, post-event relocation	\$1,500
Fabrication & Materials	Cloth, yarn, ribbon, hardware, structural elements, other supplies	Estimated at cost + 20% coordination fee
Estimated Total	(excluding final material costs)	\$6,000 + materials

All materials and fabrication costs will be invoiced at actual cost plus a 20% coordination fee for sourcing, vendor management, and quality control. Please see next page for itemized estimate of materials.

Estimated Materials Costs

Item	Description	Estimated Cost
Loom frame (5 units)	1/8" aluminum pipe (80ft.)	probable donation (saving \$320)
Base option A (steel)	Stainless steel round base (10)	\$2,150
Base option B (Starboard)	Starboard rectangular base (5)	\$1,004
Fastening Hardware	Joining hardware (10 base joiners), joining hardware (10 aluminum corners)	\$400
Powder coating	All above done in one application	\$400
Loom materials	Heavy jute, wooden beads	\$242
Fabrication / Labor	Holes drilled into horizontal pipes, thread and secure heavy jute and wooden beads vertically to provide warp for loom	\$350
Interactive materials	Fabric remnants, yarn, ribbon, paper, ephemera	\$250
Estimated Total	(excluding final material costs)	Opt.A \$3,792 / Opt.B \$2,646

Image References

The proposed frames are meant to stand not only the test of time (for updating, reuse, etc.) but also to stand up to rough treatment, transportation, and the elements. The standard base is a heavy, steel round, and the other option is the sturdy and durable Starboard. Both options provide an elegant solution to the safety and the longevity of the interactive pieces.



Closing Note

This project combines professional design expertise with genuine community engagement. By integrating local stories, artistic participation, and public visibility, A Tapestry of Experience can become a signature feature of Winter Park's annual arts celebration — and a lasting reflection of the city's creative spirit.



Public Art Advisory Board

agenda item 6.a

item type

Staff Updates

meeting date

October 20, 2025

prepared by

Craig O'Neil, Assistant Director of Communications

approved by

Clarissa Howard, Director of Communications

subject

Tree Whisperer Repair and Refurbishment

motion | recommendation

N/A

background

The Tree Whisperers art installation in Central Park, near the train station, has been repaired and refurbished. This project was approved by the PAAB at the meeting on July 21, 2025. The project is now complete.

alternatives | other considerations**fiscal impact**

\$2,365.00

attachments

1. IMG_2961
2. IMG_2964
3. Tree Whisperer Repairs - October 2025







Tree Whispers
Dana Gifford Powell
photographer
2014

PHOTOGRAPHY BY DANA GIFFORD POWELL
ARTWORK BY JENNIFER HARRIS
DESIGNED BY JENNIFER HARRIS

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