



# Public Art Advisory Board Regular Meeting

## Agenda

**April 20, 2026 @ 12:00 PM**

City Hall Commission Chambers  
401 S. Park Avenue

### welcome

Agendas and all backup material supporting each agenda item are accessible via the city's website at [cityofwinterpark.org/meetings/](http://cityofwinterpark.org/meetings/) and include virtual meeting instructions.

### decorum

As a courtesy to those present, please silence your mobile devices. If you must take a phone call, please excuse yourself and step outside.

Members of the public shall observe the same rules of propriety, decorum and good conduct applicable to members of the Board. Persons making remarks or exhibiting behavior that disrupts the orderly conduct of this meeting will be subject to removal from the meeting.

### assistance & appeals

Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office ([407-599-3277](tel:407-599-3277)) at least 48 hours in advance of the meeting.

"If a person decides to appeal any decision made by the Board with respect to any matter considered at this hearing, a record of the proceedings is needed to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." (F.S. 286.0105).

### board member compliance

Board/Committee members when acting within the scope of their public duties are subject to the Florida Sunshine Law (Ch. 286, F.S.), Florida Public Records Act (Ch. 119, F.S.) and state ethics laws (Ch. 112, F.S.). All discussions with any other board member(s) regarding public items that are likely to come before the board/committee must occur on the record during a public meeting. No member shall vote upon, and no appointed member shall attempt to influence, any item considered which would inure to the special private gain or loss of the member, any principal/parent/subsidiary retaining the member, or any relative or business associate of the member. Members must announce their conflict and file a written conflict disclosure with the City Clerk within 15 days of the meeting.

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- 1. Call to Order**
  - 2. Approval of Minutes**
    - a. Minutes of March 16, 2026 1 Minute
  - 3. Public Comments (for items not on the agenda): Three minutes allowed for each speaker**
  - 4. Action Items**
    - a. Public Art Donation Guidelines 30 minutes
    - b. Strategic Plan Subcommittee 10 minutes
  - 5. Non-Action Items**
  - 6. Staff Updates**
    - a. Bloomberg Connects 5 minutes
    - b. Public Art Advisory Board Liaison 5 minutes
  - 7. Board Comments**
  - 8. Upcoming Agenda Items**
  - 9. Adjournment**



# Public Art Advisory Board Regular Meeting Minutes

**March 16, 2026 at 12:00 PM**

City Hall Commission Chambers  
401 S. Park Avenue

## **Present**

Charles Hamilton, Danny Humphress (Virtual), Peggy Bohl, Carolyn Fennell, Linda Barnby, Laura Burst

## **Staff Present**

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

### **1. Call to Order**

Mr. O'Neil explained the board attendance policy and introduced new board member Linda Barnby, who brought cupcakes to celebrate her birthday. Ms. Barnby shared her background, including teaching, being an attorney, owning a gallery, and starting a YouTube channel.

Ms. Fennell called the meeting to order at 12:10 p.m. The decorum statement was read.

### **2. Approval of Minutes**

- a. Minutes of February 16, 2026

**Motion made by Mr. Hamilton to approve the minutes, seconded by Ms. Bohl.  
Motion carried unanimously.**

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

### **4. Action Items**

- a. Public Art Donation Guidelines

Mr. O'Neil addressed the previous meeting's issue, where a public art piece was presented to the board for approval or rejection. The board had no established guidelines for making such decisions. After researching, Mr. O'Neil determined that guidelines needed to be developed. He mentioned that elements from the dedicated funding presentation to the commission could be used to create the guidelines for public art donations. Ms. Fennell suggested creating a sub-committee to review the initial guidelines and give feedback to the board within two months.

Ms. Ariail researched other public art groups' guidelines and observed that Orange County and the City of Orlando rarely accept public art donations due to maintenance costs. Their guidelines are unpublished and are not extensive.

A discussion ensued regarding the parameters for developing guidelines.

The board agreed to establish a subcommittee comprising Ms. Barnby, Ms. Burst, Ms. Bohl, and Ms. Fennell to review the guidelines for public art donations.

Mr. Hamilton advised approaching the request for 'what qualifies as public art' with an open mind and proposed changing the phrase from 'in general' to 'when possible.' He also noted that bullet #4, which states that the art 'must be compatible with the neighborhood,' could be seen as subjective, so it should be carefully considered. Further discussion focused on improving the wording and determining who should decide on the art pieces. Ms. Ariail recommended including a plan for the placement of art.

Mr. O'Neil will contact the subcommittee members next week to determine a meeting time before the next scheduled PAAB meeting. During this subcommittee meeting, the guidelines will be approved.

b. Strategic Plan

Mr. Hamilton noted that the board had previously begun work on the strategic plan and paused when the board went to the commission for the dedicated funding source. Mr. O'Neil added that the strategic plan is 70% complete.

The board discussed incorporating potential opportunities for additional funding sources into the strategic plan. Following the discussion, there was a consensus that the subcommittee would meet to finalize the guidelines. During the next regular meeting, members will be selected to attend the strategic plan work session.

c. The Story of Art in America

This item was removed from the agenda. It represented an opportunity for the Winter Park Public Art Collection to be featured in The Story of Art in America, a sixth-season docuseries highlighting six U.S. cities. The sixth city was confirmed, Peter Gervois from Legit Productions will reach out this summer regarding the upcoming season.

d. Public/Private Partnerships

Ms. Bohl noted that the concept of a public-private partnership could be explored through art, involving collaboration with both public and private sectors on art acquisitions. Ms. Ariail mentioned that the sculptures in Seven-Oaks Park are available for purchase by private individuals or corporations. Mr. O'Neil recommended including this idea in the strategic plan, and Mr. Hamilton highlighted the section of the plan dedicated to developing a strategy for securing private funding.

**5. Non-Action Items**

**6. Staff Updates**

Arts Weekend is scheduled for February 4th to 7th, 2027. As summer and fall approach, the Tapestry project proposal will be presented to the board. Staff are considering displaying the tapestries at the Chamber and revisiting the project annually before Arts Weekend.

## **7. Board Comments**

Mr. Humphress stated that last year, the board decided to proceed with the Bloomberg Connect app. He requested an update from staff on the current status and when the agreement will be reviewed. Procurement is currently reviewing the agreement and will inform staff when the project is ready to advance. Mr. Hamilton briefly described the Bloomberg Connect app and inquired about how he will continue contributing as a non-board member to the project. The City Clerk's office will respond to his inquiry. Ms. Bohl requested a legal review of the contract to address potential conflicts with self-serving digital creators using the city's public art. Ms. Fennell confirmed that the city attorney is reviewing the contract.

## **8. Upcoming Agenda Items**

- Return with the guidelines prepared by the subcommittee for approval.
- Decide on a Strategic Plan subcommittee or work session.
- Status update on Bloomberg Connects from Procurement and the city attorney.

## **9. Adjournment**

The meeting adjourned at 1:28 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**

April 20, 2026

**prepared by**

Craig O'Neil, Assistant Director of Communications

**approved by**

Clarissa Howard, Director of Communications

**subject**

Public Art Donation Guidelines

**motion | recommendation**

It is suggested that the board review, discuss, edit and finalize the guidelines.

**background**

A subcommittee was formed at the most recent board meeting on March 16 and tasked with reviewing the proposed Public Art Donation Guidelines. The subcommittee met on April 7, and edited the proposed guidelines as shown in the attached "tracked" document. The board is now tasked with reviewing the suggested edits and voting on a final version to implement.

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

1. Public Art Donation Guidelines 2026 TRACKED CHANGES
2. Public Art Donation Guidelines 2026 FINAL REVISED
3. PAAB-subcommittee-min-2026-04-07

## **City of Winter Park** **Public Art Donation Guidelines**

The Winter Park Public Art Advisory Board is committed to collecting, preserving and interpreting notable works of art, communicating and implementing educational opportunities concerning public art.

To this end, the Board will acquire culturally diverse and nationally recognized art that builds on the historical character and community spirit of Winter Park.

The Winter Park Public Art Advisory Board will make recommendations to the Winter Park City Commission regarding all matters affecting public art in accordance with the public art ordinance #2487-02.

Proposed gifts of art to the City of Winter Park or of funds for the acquisition of art are referred to the Public Art Advisory Board for review and recommendation to the Winter Park City Commission. Review is based on the criteria established in the Mission, Goals and Public Art Plan, on the work's condition, its appropriateness for a given available site, and its maintenance requirements. The Board will determine if the grantor is to be requested or required to provide perpetual care funds and explore any other aspects for consideration of gifts of art.

Proposed gifts of sites for works of art are reviewed by the Board to ensure consistency with the Mission, Goals and Public Art Plan and with final approval from city zoning and public safety departments-

### **What is public art?**

Public art is artwork displayed in publicly accessible places and buildings. Up until the mid-20th century, public art such as sculptures, mosaics, carvings, and handmade building elements were normal parts of a building. To restore these lost aesthetic qualities and flourishes, more than 350 American states, counties, and cities require public art to be included or otherwise accounted for in public and/or private facilities. Today, public art has evolved to also include, but not limited to sculptures, interactive artworks, digital projections and murals, plus the full range of works produced by artists for buildings, streetscapes, and landscapes.

### **Who manages the Public Art Program?**

The non-quasi-judicial Public Art Advisory Board with city staff liaison(s) manages the program. The board solicits and approves artwork proposals and makes final selections to recommend to the City Commission for final approval for donations, purchases and commissions of new public art in Winter Park. If there are costs associated with a donation of public art, The City Manager or his/her designee may authorize

expenditures of twenty thousand dollars (\$20,000) or less in furtherance of the Public Art Program, with final approval of all artworks being determined by City Commission. All public art program expenditures in excess of twenty thousand dollars (\$20,000) must receive prior approval from the Ceity Ceommission.

### What qualifies as public art?

Many kinds of artistic creations by professional artists that meet the city's guidelines may qualify as public art. The Public Art Advisory Board must evaluate the artist first and then the artwork. In general, selected artists must have experience and in public art and be recognized via galleries, museum exhibitions, publications, or and other cultural institutions. Reproductions of original artwork, unlimited copies of art, or mass-produced art objects do not satisfy this program unless otherwise approved by the City Commission. No matter the quality, items designed by the architects or other designers on construction projects will not satisfy this program.

### What types of public art does the city prefer?

The first critierion critierion for any public art is that is must be the finest artwork available that is appropriate to the particular location. Artwork types may include sculptures, interactive artworks, fountains and/or water features, mosaics, urban furnishings, hybrid formats, traditional design, and contemporary design public art, which meet the following guidelines.

- Must be of exceptional quality and value.
- Must be deemed appropriate by the city staff and Commission, -and supportive of its vision, values, history, cultural diversity, and goals.
- May serve to further the goal of promoting a broad range of artistic styles from traditional to contemporary, maintaining an overall balance within the city.
- Must be compatible with the neighborhood and not injurious to the neighborhood or detrimental to the public welfare.
- Must not propose any safety hazard to the public.
- May be of experimental nature such as a combination of visual and performative forms.
- May be permanent or semi-permanent work,
- Must be able to withstand Florida elements including sun, heat, wind, rain and humidity.

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- Must not propose any safety hazard to the public.
- May be of experimental nature such as a combination of visual and performative forms.
- May be permanent or semi-permanent work.
- Must be able to withstand Florida elements including sun, heat, wind, rain and humidity.



# Public Art Advisory Board Subcommittee Minutes

**April 7, 2026 at 10:00 AM**

City Hall Commission Chambers  
401 S. Park Avenue

## **Present**

Carolyn Fennell, Linda Barnby, Peggy Boh; Assistant Director for Communications Craig O'Neil, Senior Advisor of Arts and Culture Anda Ariail and Content Graphics Coordinator Meghan Robinson. Absent: Laura Burst.

### **1. Meeting Called to Order**

Craig O'Neil called the meeting to order at 10:03 a.m.

### **2. Discussion Item (s)**

#### a. Public Art Donation Guidelines

The Board discussed revising the Public Art Donation Guidelines, with a focus on permanent pieces. Notable updates included:

- Refining language to better emphasize educational opportunities related to public art.
- Broadening the definition of public art by adding "not limited to".
- Reiterating and clarifying the use of the term "donations" throughout the document.
- Expanding qualification criteria to include references to galleries and the use of "and/or" to avoid limiting eligible artwork.
- Clarifying that all art must be reviewed and approved by city staff and the City Commission.
- Including language to ensure artwork can withstand Florida's climate and environmental conditions.

Members agreed to maintain high-quality standards for accepted works, further clarify evaluation criteria, and include necessary considerations, while relocating content more appropriate for the broader strategic plan rather than the donation-specific guidelines.

### **3. Adjournment**

The meeting adjourned at 11:38 a.m.

Respectfully,

Meghan Robinson  
Content Graphics Coordinator



# Public Art Advisory Board

# agenda item 4.b

**item type**

Action Items

**meeting date**

April 20, 2026

**prepared by**

Craig O'Neil, Assistant Director of Communications

**approved by**

Clarissa Howard, Director of Communications

**subject**

Strategic Plan Subcommittee

**motion | recommendation**

The board is asked to create a subcommittee of several members to review the strategic plan and bring a final version back to the board for discussion and approval in the coming months. The strategic plan was revised a few years ago and is approximately 70% complete at this time.

**background**

The Public Art Advisory Board had a subcommittee in 2021 that worked during several sessions to edit and revise the existing strategic plan. The subcommittee meetings ended when the board shifted focus on presenting to the City Commission various options for a public art dedicated funding source. The funding source was secured in 2023 with unanimous approval from the City Commission. After working on the first ever online public art collection and the newest Art on the Green partnership with Orange County, the board is ready to pick up and finalize the strategic plan project.

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

1. STRATEGIC PLAN SUBCOMMITTEE CHANGES 2026

# Winter Park Public Art Advisory Board Strategic Plan

## EXECUTIVE SUMMARY

### **Mission:**

*The Winter Park Public Art Advisory Board (PAAB) is committed to collecting, exhibiting, and conserving notable works of art to be strategically located in public spaces.*

### **Vision:**

*We use art to stimulate creativity and conversation in all cultural endeavors to residents and visitors in our community. The art will be an inclusive collection that creates a sense of place as it encourages dialogue, reflects the city's history, values and beauty and fosters an interest in future opportunities.*

### **Public Art Defined:**

Any artistic medium curated with consideration that reflects the past, present and future for the community at large located in public space within city limits. Public art can be interpretive, historic, social, or decorative, and can be temporary, permanent, site specific commissioned, or from the city collection.

### **Major Goals:**

#### **1.0 Infrastructure Goal**

To create a stable infrastructure with an effective working Board supported by sufficient staff and resources to implement the Strategic Plan.

#### **2.0 Exhibitions Goal**

To present art in public places through exhibitions and acquisitions to enhance the experience of living in and visiting Winter Park.

Subcommittee stopped here on 07.15.21

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#### **3.0 Funding Goal**

To develop and maintain public and private funding sources by securing support, expanding the donor base and pursuing innovative partnerships and alternative resources.

#### **4.0 Communications/Relationships Goal**

To raise awareness and appreciation of the value of art in public places throughout Winter Park.

## Strategies to Achieve Goals, Vision and Mission

### 1.0 Infrastructure Goal

To maintain a stable infrastructure with an effective working Board supported by sufficient staff and resources to implement the Strategic Plan.

#### Strategy 1.1 Effective Board

**What.** The Strategic Plan of the PAAB will be used as the tool to match prospective candidate's skillsets for recommendations to City Commission.

**Who.** City Commission

#### Strategy 1.2 Sufficient Staff Resources

**What.** Staff resources are required to fulfill the official charge of the Board, and effectively support implementation of this Strategic Plan. Additional resources may be required for special programs, with temporary or contract support employed if necessary.

**Who.** Staff liaison and city staff support. Chair and Vice Chair of Board, with review by full Board.

### 2.0 Exhibitions

To present quality exhibitions involving notable art in public places through exhibitions and acquisitions to enhance the experience of residents and visitors of Winter Park.

#### Strategy 2.1 Presenting Exhibitions

**What:** Exhibitions will be scheduled as funds and resources are available, (board input needed here as to how frequently and what type?)

**Who:** PAAB may hire professional art consultants/curators for exhibitions with approval from the City Commission and support from city staff. These exhibitions may be temporary, permanent, or rotating in a variety of public spaces.

#### Strategy 2.2 Preserving Public Art

**What:** The PAAB will be responsible for preserving and conserving current public art which have been secured through acquisition, donation/gifts, or loans including those from the Winter Park Sidewalk Art Festival. Works of art will be curated by city staff with overview from the PAAB.

**Who:** Staff and contracted resources, as recommended by the PAAB, should be responsible for the City's permanent collection.

## Strategy 2.3 Collecting

**What:** Collecting or acquiring public art will be implemented as funds and/or resources become available. Proposed acquisitions, donations/gifts, or loans of art will be reviewed by the PAAB and a recommendation made to the City Commission.

*Subcommittee stopped here on 09.02.21*

### 3.0 Funding Goal

Tabled this discussion until input from Board and further direction from city staff regarding presentation to City Commission.

### 5.0 Funding Goal – FROM ORIGINAL STRATEGIC PLAN

To develop and maintain public and private funding sources, by securing City support, expanding the donor base and pursuing innovative partnerships and alternative resources.

## Strategy 5.1 – Public Art Funding Programs and Policies

### Strategy 5.1a Research Priority

**What.** Conduct action-oriented research to identify existing and potential public art funding policies, resources and modes of implementation on the national, regional, and local level.

**Who.** A Funding Subcommittee, with potential research partnership with academic institutions, in addition to public art professionals and consultants, Public Art Network and related resources and organizations supporting the arts (United Arts), academics, government staffs and committees.

**Milestones, Resources.** Establish a Funding Subcommittee. Determine research to conduct, complete, prepare and present report to Board. Some staff support for research, communications and preparation of report.

### Strategy 5.1b Develop Plan to Obtain Public Funds

**What.** Develop plan to pursue funding opportunities identified in 5.1a research.

**Who.** Funding Subcommittee, Board, Public art professionals and consultants, Public Art Network and related resources and organizations supporting the arts (United Arts), academics, government staffs and committees.

### Strategy 5.1c Implement Actions to Pursue Public Funding

**What.** Implement plan to pursue funding opportunities from 5.1b.

**Who.** Funding Subcommittee, Board, staff, plus those in 5.1b.

## Strategy 5.2 – Private Art Funding Sources

### **Strategy 5.2a Research**

**What.** Research funding sources such as private grants, foundations, collaborative partners and alternative resources.

**Who.** Funding Subcommittee, staff, grant writer (staff or outsourced). Local funders and decision-makers for grants and foundations; consultants and community philanthropy experts from arts organizations or agencies such as the Rollins Philanthropy Center, Community Foundation/Winter Park Community Foundation of Central Florida; creative thinkers, financial experts and innovators

### **Strategy 5.2b Develop Plan to Obtain Private Funds**

**What.** Develop a comprehensive, prioritized list of funding sources such as grants, foundations, and collaborative partners.

**Who.** Same as 5.2a.

### **Strategy 5.2c Implement Actions to Pursue Private Funding**

**What.** Apply to funding sources such as grants, foundations, collaborative partners as appropriate.

**Who.** Same as 5.2a.

## **Strategy 5.3 – Expand Private Sector Donor Base**

### **Strategy 5.3a Establish Database**

**What.** Establish database of prior and potential donors.

**Who.** Funding Subcommittee, board, staff (establish and maintain database). Board, prior donors, potential donors to include Winter Park businesses and residents or other supporters interested in Winter Park; Economic development agencies, personal contacts

**Milestones, Resources.** Establish a Funding Subcommittee. Initial review of current database, with regularly scheduled additions of prospects and on-going maintenance of database.

### **Strategy 5.3b Develop and Implement Plan for Donor Support**

**What.** Develop and implement a plan for new and continued funding support by donors identified in 5.3a. to cultivate and expand the private sector donor base. Build on Art on the Green and future programs/projects to enhance credibility in requests for funds from individuals and corporations. Follow up each project with a timely, targeted fundraising initiative.

**Who.** Funding sub-committee, board, staff (maintain database).

## **Strategy 5.4 - REVIEW BUDGET AND CURRENT POLICIES ON GIFTS OF FUNDS FOR ACQUISITION OR COMMISSION OF ART, ADMINISTRATION OF A POTENTIAL WINTER PARK PUBLIC ART TRUST FUND, OTHER FUNDING OPTIONS SUCH AS ENDOWMENT.**

### **Strategy 5.4a BUDGET**

**What.** Recommend annual budget and needs.

**Who.** Subcommittee with approval of Board.

#### **Strategy 5.4b GIFTS AND ACQUISITIONS, TRUST FUND**

**What.** Review policies on designated monetary gifts, acquisitions, administration of a potential Public Art Trust Fund, current or potential funding options such as endowments.

**Who.** Subcommittee with approval of Board, and potential input from professionals/consultants/experts in arts, finance, business, government, non-profits

#### **Strategy 5.64**

**What.** Develop plans and/or proposals for budget and/or other policies and programs referenced in Strategy 5.6

**Who.** Subcommittee, Board

#### **Strategy 5.4d**

**What.** Implement advocacy plan. Present to appropriate decision-makers, City officials

**Who.** Subcommittee, Board

### **4.0 Communications/Relationships Goal**

To raise awareness and appreciation of the value of art in public places for the Winter Park community, central Florida, statewide, and globally.

#### **Strategy 4.1 Develop and Implement External Communications Plan**

**What.** Develop a Communications Plan to keep the community and other external stakeholders aware of events, exhibitions and value of public art.

**Who.** PAAB working with city Communications Staff on advertising and publicity. Stakeholders and audiences include Winter Park residents, merchants, donors, arts community, and the tourism industry.

#### **Strategy 4.2 Develop and Implement Internal Communications Plan**

**What.** Develop an Internal Communications Plan to keep stakeholders aware of events and value of public art, as well as for PAAB inclusion on art/architecture decisions. Include regular updates for City Commission and community on Board activities.

**Who.** PAAB working with city Communications staff.

#### **Strategy 4.3 Develop and Distribute Public Art Communications Tools**

**What:** Develop current best practice communication tools to raise awareness and support of public art in Winter Park.

**Who:** PAAB working with city Communications staff with City Commission approval.

#### **Strategy 4.4 Relationships Goal**

**What:** To initiate and sustain opportunities to enhance public support and build consensus among city officials to increase city government support.

Non-city collaborative? (tied into funding)

City collaborative? (tied into funding)  
*Subcommittee finished here 09.16.21*



# Public Art Advisory Board

# agenda item 6.a

**item type**

Staff Updates

**meeting date**

April 20, 2026

**prepared by**

Craig O'Neil, Assistant Director of Communications

**approved by**

Clarissa Howard, Director of Communications

**subject**

Bloomberg Connects

**motion | recommendation**

Staff will provide an update on the status of the Bloomberg Connects contract.

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

None



# Public Art Advisory Board

# agenda item 6.b

**item type**

Staff Updates

**meeting date**

April 20, 2026

**prepared by**

Craig O'Neil, Assistant Director of Communications

**approved by**

Clarissa Howard, Director of Communications

**subject**

Public Art Advisory Board Liaison

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

None