CITY OF DELRAY BEACH

100 NW 1st Avenue
Delray Beach, FL 33444

ADVISORY BOARD MINUTES
PUBLIC ART ADVISORY BOARD
DRAFT

Tuesday, March 24, 2026 **6:00 p.m.** **City Hall, 1st Floor Conference Room**

1. *CALL TO ORDER:*

The meeting was called to order by Samuel Spear, Chair, at 6:04 pm.

2. *ROLL CALL:*

Present:
Andrea Sherman
Bob Costello
Lark Keeler, Second Vice Chair
Samuel Spear Jr., Chair
Michelle Kaplan
Montre Bennett, Vice Chair

Absent:
None

Staff present:
Daniela Vega, Staff Assistant City Attorney
Rob Evans, Economic Development Manager, Board Liaison

Roll was called and quorum was present.

3. *APPROVAL OF AGENDA:*

A Motion was made by Montre Bennett, seconded by Bob Costello to approve the agenda. All in favor, no opposed. Motion **PASSED** unanimously **(4-0)**.

4. *APPROVAL OF MINUTES:*

A Motion was made by Montre Bennett, seconded by Bob Costello to approve January 27, 2026. All in favor, no opposed. Motion **PASSED** unanimously **(5-0)**.

5. *PUBLIC COMMENTS*

None

6. *OLD BUSINESS:*

A. Downtown Development Authority (DDA) Art Update – Marusca Gatto

None

B. Utility Box Wrapping Update

Mr. Evans stated he confirmed with Public Works that the utility boxes located at W. Atlantic Avenue and SW 4th Avenue; SW 1st and SW 5th Avenue; W. Atlanta and SW 9th Ave; and Old School Square by the Silver Ball Museum are owned by the City of Delray Beach.

Mr. Evans advised there is a new contract with the county and a new process to follow which requires the use of a vendor that manufactures a type of wrap that is resistant to graffiti and stickers. The vendor in Canada does not install the utility wraps and is more expensive. Mr. Evans is looking for a local company that meets the county's specifications and can handle the installation. The county has recommended a vendor.

Mr. Spear, Chair, noted that there are many local companies that already offer designs that meet the requirements. He added that various obstacles have been blocking this project from moving forward. Before proceeding with the Call to Artist, he suggested considering an existing design created from one of the vendors. He also recommended anticipating potential issues and developing a checklist.

Discussion ensued.

Ms. Kaplan pulled up a company named Southern Florida on her phone and stated they specialize in traffic wraps.

Mr. Spear, Chair, asked about the next step and emphasized the need to keep the project moving forward.

Mr. Evans stated the next step would be to get vendors and quotes.

Mr. Spears, Chair, asked Ms. Vega, Staff Assistant City Attorney, if only city staff can reach out of vendors or if a board member may assist staff.

Ms. Vega, Staff Assistant City Attorney, stated that outreach should be handled by staff, as they represent the city. She added staff can reach out to vendors for quotes and also reach out to other cities and counties that have successfully completed utility wraps to gather vendor information.

Mr. Spear, Chair, asked if there is a requirement to have more than one vendor.

Mr. Bennett, Vice Chair, commented that it was his understanding that the board was proceeding with a Call to Artist.

Mr. Spear, Chair, stated that working with a company that already has existing designs would be a faster process than issuing a Call to Artist, which could take months.

Ms. Sherman asked why it would take months. Mr. Spear, Chair, the process takes months.

Ms. Sherman stated that while she understands the desire to expedite the project, she questioned whether the board prefers creative designs or ones commonly seen in other cities.

Mr. Spear, Chair, requested that the board allows Mr. Evans time to explore options, and if suitable designs are not found, the board can then proceed with the Call to Artist. He suggested that Mr. Evans identify five vendors and provide a range of design samples for consideration.

Ms. Vega, Staff Assistant City Attorney, reminded each board that individual members may communicate directly with Mr. Evans and he may communicate with each of them individually; however, group discussions are not permitted.

Mr. Spear, Chair, asked if Mr. Evans could send the board any information obtained and Ms. Vega, stated yes.

Discussion ensued.

There was a consensus by the board to have Mr. Evans identify companies that meet the criteria and present the design options offered by those companies.

Mr. Spear, Chair, advised if any board member finds relevant information to forward it to Mr. Evans.

C. Heritage Art Project Update

Mr. Evans stated that Michiko Kurisu completed several stamps a couple of weeks ago and will email the photos. He will also verify how many stamps she still has remaining.

Mr. Spear, Chair, requested the locations of the stamped sidewalks.

Lark Keeler, Second Vice Chair, arrived at the meeting at 6:20 pm

Discussion ensued.

7. *NEW BUSINESS:*

None

8. ***COMMENTS:***

A. Comments by Staff

None

B. Comments By Board Members

Ms. Keeler stated she had signage for the DDA Art on the Square event.

Ms. Sherman asked whether the board must complete the current project before discussing new ones. Mr. Spear, Chair, responded that new projects can be considered at any time.

Ms. Sherman discussed incorporating an interactive activity, possibly at Old School Square. Ms. Keeler noted that this idea had been previously explored but costs were somewhat prohibitive but a partnership with the DDA could be an option.

Mr. Spear, Chair, requested clarification on what she meant by “interactive”. Ms. Sherman explained that Palm Springs features large totem poles that people can paint.

Ms. Kaplan added that at some Old School Square events, an artist uses spray paint to create faces, which attracts a lot of people. She suggested he could set up a area where people can learn his technique.

Discussion ensued regarding opportunities to display artwork at various locations and events.

Mr. Costello described the installation of a metal crate placed in the grass that emits a flashing light and train sounds when people walked by. He suggested a similar feature in Worthing Park.

Ms. Keeler, Second Vice Chair, proposed creating a series of handheld fans showcasing existing public art in the city on one side and the city’s logo on the other. She suggested distributing these fans the Delray Beach Open. Discussion ensued on potential design variations and associated costs.

Ms. Keeler , Second Vice Chair, discussed “Chalk on the Walk” a registration-based event open to participants of all ages, featuring multiple categories and sponsored prizes. Participants would create chalk drawings on the sidewalk around City Hall, with an emphasis on fostering a fun engaging competition for children.

Ms. Keeler, Second Vice Chair, spoke about having a presence at the DDA Arts on the Square on March 28-29, 2026, and shared the signage she created, which will be at the information table representing the Public Art Advisory Board.

Ms. Sherman asked whether the table would need to be staffed. Ms. Keeler, Second Vice Chair, responded that she would be available to staff the table a few hours each day.

Mr. Bennett, Vice Chair, advised Ms. Keeler, Second Vice Chair, that prior to her arrival, the Board discussed identifying vendors with existing artwork and postponing the Call to Artist at this time.

Discussion ensued regarding exploring available artwork options.

Mr. Evans noted that the County recently updated the LDRs which changed everything.

Mr. Spear, Chair, directed Mr. Evans to distribute all findings related to vendors and artwork to the Board members for review and feedback before the next meeting.

Ms. Keeler, Second Vice Chair, discussed the updates to the Call to Artist rubric from the last meeting. Mr. Spear, Chair, requested discussion on the rubric be postponed at this time.

Mr. Bennett, Vice Chair, recommended proceeding with the Call to Artist while simultaneously identifying vendors with artwork, noting that the process may take some time.

Ms. Keeler, Second Vice Chair, suggested having a general Call To Artist to gauge overall interest.

Daniela Vega, Staff Assistant City Attorney, asked whether the Board had sought Commission approval for the three utility boxes and stated that Commission approval would also be required for the Call to Artist.

Mr. Evans stated Mr. Costello had previously presented to the Commission, which agreed to move forward. However, since the selected utility boxes have changed since that presentation, the matter will need to be brought back to the Commission.

Mr. Costello added that the previously selected utility boxes had been pre-approved by FPL.

Mr. Evans asked whether FPL was the entity that provided the three designs options. Mr. Costello confirmed FPL has three designs and provided some additional background information.

Discussion ensued.

Mr. Evans questioned the necessity of doing the Call To Artist, asking whether it is required because the project is city-funded and must be open to all artists or if the Board could instead select an artist directly from local galleries and seek approval for that selection.

Mr. Costello provided an overview of Boynton Beach's process for utility box artwork.

Mr. Spear, Chair, stated that both approaches could be pursued simultaneously and asked what the next steps would be for the Call to Artist.

Ms. Keeler, Second Vice Chair, stated she provided the second draft and requested further discussion regarding theme considerations, dimensions and the platform to be used for submissions.

Mr. Evans stated that he had only researched Café as a potential platform, which costs approximately $300 and offers access to a large network of artists. He further added that he could speak with Marusca Gatto, who has connections with the artist community.

Mr. Spear, Chair, stated assuming the draft is acceptable what would be the next step to move forward with the Call to Artist.

Mr. Evans responded that the first step would be to go before the Commission to obtain approval for wrapping the newly selected utility boxes.

Mr. Bennett, Vice Chair, suggested completing the work before going to the City Commission.

Mr. Spear, Chair, again inquired about the next steps.

Ms. Keeler, Second Vice Chair, stated that Board should review the project timeline, including timelines for submission, selection and presentation.

Further discussion followed regarding the project timeline.

Ms. Keeler, Second Vice Chair, suggested presenting the project to the Commission as a comprehensive plan, outlining the following steps: approval of the $300 Café fee; an open Call to Artist; proposal of the three selected utility boxes; selection of artwork; and development of an installation plan. She recommended pursuing approval of all steps.

Mr. Spear, Chair, again inquired about the next step.

Ms. Keeler, Second Vice Chair, stated that she is unable to proceed with finalizing the rubric until the submission platform is determined.

Ms. Kaplan asked why artists could not simply email the submission to Mr. Evans.

Ms. Keeler, Second Vice Chair, explained that Café is a widely submission platform that many artists are already familiar with.

Mr. Bennett, Vice Chair, suggested partnering with the DDA and utilizing their system for the Call to Artist.

Discussion ensued.

Ms. Keeler, Second Vice Chair, inquired about the artist honorarium, noting the information should be included in the plan prior to presenting it to the Commission.

Ms. Sherman stated that compensation cannot be determined arbitrarily and should align with the established budget.

Mr. Costello commented that payment should be consistent with market rates for artists producing quality work, rather than being limited strictly by the budget.

Ms. Keeler, Second Vice Chair, asked what compensation was provided to artists in Boynton Beach.

Mr. Spear, Chair, questioned the necessity of paying an artist. Discussion ensued on whether to offer a $1,000 honorarium or not.

Mr. Evans stated he was asked by management to propose another idea for the Board to consider, which is painting the boxes instead of the wrap.

Mr. Costello cautioned that painted utility boxes could be vulnerable to graffiti.

Discussion ensued regarding the option of painting the utility boxes.

Mr. Spear, Chair, indicated that painting would be the Boards last choice.

Ms. Keeler, Second Vice Chair, continued discussion of the rubric, including considerations such as the proposed $1,000 honorarium, approved design, printing, fabrication, installation costs, city ownership, rights to the artist, and responsibility for maintenance and repair.

Discussion ensued regarding staffing the table at the DDA Art in the Square event.

Ms. Keeler, Second Vice Chair, asked Mr. Evans whether it would be permissible for the Board to collect information from attendees. Mr. Evans will check and advise.

Daniela Vega, Staff Assistant City Attorney, advised that when attending the event and engaging with the public, Board members should not represent themselves as representatives of the City of Delray Beach.

Discussion continued regarding staffing the table at the DDA Art in the Square event.

9. ***ADJOURNMENT:***

The meeting was adjourned at 7:13 pm.

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Board Liaison Date

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Board Chair Date