



CITY OF DELRAY BEACH
ADVISORY BOARD MINUTES
PUBLIC ART ADVISORY BOARD

100 NW 1st Avenue
Delray Beach, FL 33444

Tuesday, November 25, 2025

6:00 p.m.

City Hall, 1st Floor Conference Room

1. CALL TO ORDER:

The meeting was called to order by William Bennett, Assistant City Attorney, at 6:02 pm.

2. ROLL CALL:

Present:

Andrea Sherman
Lark Keeler, Second Vice Chair
Samuel Spear Jr., Chair
Michelle Kaplan
Montre Bennett, Vice Chair (arrived at 6:05 pm)

Absent:

Daniel Cianciotto
Bob Costello

Staff present:

William Bennett, Assistant City Attorney
Rob Evans, Economic Development Manager, Board Liaison
Jeane St. Luce, Executive Assistant

Roll was called and quorum was present.

3. APPROVAL OF AGENDA:

A Motion was made by Samuel Spear, seconded by Lark Keeler to approve the agenda. All in favor, no opposed. Motion **PASSED** unanimously (4-0).

4. ELECTION OF OFFICERS:

A. Chairperson

Discussion ensued on the responsibility of the Chairperson

Michelle Kaplan nominated Samuel Spear as Chairperson. All in favor, no opposed. **PASSED** unanimously (4-0).

B. Vice Chairperson

Montre Bennett nominated himself as Vice Chairperson. All in favor, no opposed. **PASSED unanimously (5-0).**

C. Second Vice Chairperson

Samuel Spear nominated Lark Keeler as Second Vice Chairperson. All in favor, no opposed. **PASSED unanimously (5-0).**

5. APPROVAL OF MINUTES:

A Motion was made by Montre Bennett, seconded by Andrea Sherman to approve August 26, 2025 Minutes. All in favor, no opposed. Motion **PASSED unanimously (5-0).**

6. PUBLIC COMMENTS

None

7. OLD BUSINESS:

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

Ms. Gatto was unable to attend the meeting. Mr. Evans provided the Board with a handout.

Discussion ensued regarding the handout.

B. Utility Box Wrapping Update

Mr. Evans advised he has been in contact with the Florida Department of Transportation (FDOT) and Palm Beach County. He stated FDOT has placed a hold on the wrapping of utility boxes. If the FDOT agreement goes before the Commission in January, then an application could be submitted for an FDOT permit which can take up to six months.

Vice Chair Bennett commented that the utility boxes that were selected to be wrapped were owned by the City.

Mr. Evans explained he went on a tour with Neighborhood Services to review and determine ownership of the utility boxes. With the FDOT placing a hold on wrapping of utility boxes, he asked the Board members how they wanted to proceed.

Second Vice Chair Keeler questioned if the county and Delray Beach own utility boxes were together or separate.

Mr. Evans stated some are owned by the city. If the utility boxes are located by the right-of-way, we would have to follow the policies of the county.

Vice Chair Bennett explained that another board member was ready to proceed with the call to artist back in August for the three utility boxes.

Mr. Evans explained he had reviewed Mr. Costello's presentation and there was a combination of FDOT, City and County utility boxes. Because all the utility boxes were combined, it would be beneficial to separate them by ownership and proceed with the utility boxes that are feasible to wrap.

Ms. Kaplan stated maybe start with the city owned utility boxes as they would be the easiest.

Second Vice Chair Keeler questioned if the Board could move forward with refining the call to artist to be ready when the utility boxes were identified.

Ms. Sherman stated she was informed that the wrapping of all the utility boxes was on hold because it was a hazard for drivers. Mr. Evans stated that if the utility box is on the right-of-way, it is off limits.

Discussion ensued on the previously identified utility boxes.

Discussion ensued on the call to artist process and theme.

Mr. Evans questioned what would be the best platform to use when seeking artists. William Bennett, Deputy City Attorney, stated to discuss with Purchasing as they already have an infrastructure in place for advertising solicitations.

Discussion ensued on a platform to use when seeking artists and clarifications on what the artist will submit.

Chair Spear stated for the call to artist parameters should be specified.

Discussion ensued on the resolution of the photo submitted.

Second Vice Chair Keeler questioned the process for printing the art and wrapping the utility boxes.

William Bennett, Deputy City Attorney, stated there could be an all-in-one agreement with the artist.

Second Vice Chair Keeler stated the same printing company should print all the wraps for consistency.

Mr. Evans stated Boynton Beach has advised who they used for their printing and wrapping of the utility boxes. He discussed a company in Canada who has a new type of wrap that is graffiti or sticker proof.

Second Vice Chair Keeler asked if this project will be done in phases. Vice Chair Bennett stated he believes there is only funding to wrap three utility boxes. Mr. Evans stated \$3,500 was allocated for each utility box.

Second Vice Chair Keeler discussed having a rubric for scoring the artist's work. The artist will also have the criteria they will be scored on.

Chair Spear requested Second Vice Chair Keeler to have the rubric for the next meeting.

Vice Chair Bennett reminded everyone that the City also has guidelines that have to be followed.

C. Heritage Art Project Update

Mr. Evans advised Michiko Kurisu is in the process of determining the next stamps.

Discussion ensued on how many stamps have been completed.

Second Vice Chair Keeler suggested promoting the project. There was a consensus to promote the project.

Vice Chair Bennett stated the first stamp was promoted but all future stamps were done by Public Works when they are pouring a new sidewalk.

8. NEW BUSINESS:

None

9. COMMENTS:

A. Comments by Staff

Mr. Evans advised the next meeting will be on December 23 and ask how the board would like to proceed either cancel or reschedule the meeting.

There was a consensus of the board to reschedule the meeting to December 16 at 5:00 pm or 6:00 pm if there is a quorum and the room is available or cancel the meeting.

B. Comments By Board Members

Second Vice Chair Keeler requested at the next meeting to have a budget report. It was her understanding when a new development is built in the city, a percentage is to be given to artwork. William Bennett, Deputy City Attorney, responded that he has no knowledge. Mr. Evans will investigate.

Second Vice Chair Keeler discussed having a Public Art Vision Plan for the city. Mr. Evans will investigate.

Vice Chair Bennett congratulated Mr. Spears for being the Chair. He discussed the Sound Wall Project and completing the project. Mr. Evans will investigate.

Vice Chair Bennett stated the community is reaching out regarding the current frog statue in Frog Alley. The Frog Alley Committee would like a new frog statue as they do not think it looks like a frog. Discussion ensued on the statue.

10. **ADJOURNMENT:**

The meeting was adjourned at 6:56 pm.

Board Liaison

Board Chair



Date




Date