



**CITY OF[™]
MOUNT
D O R A**

**Leisure Services
900 N. Donnelly St.
Mount Dora, FL 32757
352-735-7183
Fax: 352-735-3681**

E-mail: publicarts@cityofmoundora.com

**PUBLIC ARTS COMMISSION MEETING
City Hall Board Room, 510 N. Baker Street, Mount Dora, FL 32757
January 24, 2023 at 3:30 PM**

AGENDA

- I. Call to Order
- II. Roll Call
 - A. Election of 2023 Chair and Vice-Chair
- III. Approval of Minutes
 - A. November 22, 2022 Public Arts Commission Meeting Minutes
- IV. Public Comment
- V. Presentations
 - A. Annual Ethics Review
- VI. Action Items
- VII. Resolutions
- VIII. Ordinances
- IX. Discussion Items
- X. City Staff
 - A. Staff Update
- XI. Communications and Reports
 - A. Commission Member John Wesner
 - B. Commission Member Maryann McNamara
 - C. Commission Member Keashawn "Kay" Volmer
 - D. Vice-chair Harlow Middleton

E. Chair Thomas Decker

XII. Future Meeting Dates

- A. March 28, 2023, 3:30 p.m.
- B. May 23, 2023, 3:30 p.m.
- C. July 25, 2023, 3:30 p.m.
- D. September 26, 2023, 3:30 p.m.
- E. November 28, 2023, 3:30 p.m.

XIII. Adjournment

NOTICE: Please note that, for purposes of Section 286.011, Florida Statutes, two or more members of the City Council may be present at this meeting, and this meeting may be considered a City Council meeting.

NOTICE: If any person decides to appeal any decisions at this meeting with respect to any matter considered, such person may need a record of these proceedings. For such purpose, a person may need 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.

NOTICE: In accordance with the Americans With Disabilities Act of 1990, persons needing special accommodations to participate in this proceeding should contact Jennifer Schwarz no later than seven (7) days prior to the proceedings. (352) 735-7183 ext. 1605. for assistance. If hearing impaired, telephone the Florida Relay Service numbers (800) 955-8771 (TDD) or (800) 955-8770 (Voice) for assistance.

If you have any comments or question regarding the contents of this agenda packet, please call Jennifer Schwarz at (352) 735-7183 ext. 1605.



CITY OF MOUNT DORA

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DATE: January 24, 2023

TO: Public Arts Commission Members

FROM: Troy Shonk, Director of Parks and Recreation

SUBJECT: Election of 2023 Chair and Vice-Chair

Introduction:

According to the bylaws of the Public Arts Commission, at the first meeting of the calendar year, the commission shall elect one of its members as chairman and such officers as it finds necessary.

Discussion:

For the nomination of officers, the board shall consider the following procedure:

Current Chair will call the meeting to order and, after roll call, he/she will open the floor for nominations.

The Chair recognizes the member making the nomination:

“__(name)__, would you please state your name for the record and your nomination?”

Member:

“My name is __(name)__ and I would like to nominate __(name)__ for __(position)__.”

Chair asks the nominee if they consent to the nomination.

If nominee gives their consent, the Chair announces:

“__(name)__ has been nominated for the position of __(position)__. Are there any further nominations?”

Continue until there are no other nominations.

If there is only one nomination, the Chair declares the nominations closed.

“May I have a second motion to nominate __(name)__ as the new __(position)__?”

“Any discussion?”

“All those in favor/opposed?”

Motion carried. Passes/Fails.

If there are multiple nominations, the Chair will take a vote on each nomination in the order they were made.

After tallying the ayes and nays the Chair will announce the nominee that received the majority of the votes:

“_(name)_ has received the majority of the votes. May I have a motion and a second to accept the results of the vote?”

“Any discussion?”

“All those in favor/opposed?”

Motion carried by a voice vote of ____ to ____.

Passes/Fails.

The new Chairperson takes over the meeting at this point.

Budget Impact:

N/A

Strategic Impact:

N/A

Recommendation Commission members elect their 2023 Chair and Vice-Chair.

Attachment(s):

Prepared by: Jeanann Hand, City Clerk

Reviewed by: carsonc carsonc, Special Events Manager

Final Approval - 1/13/2023



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DATE: January 24, 2023

TO: Public Arts Commission Members

FROM: Troy Shonk, Director of Parks and Recreation

SUBJECT: November 22, 2022 Public Arts Commission Meeting Minutes

Introduction:

This is a request for the Public Arts Commission to approve meeting minutes.

Discussion:

Administrative staff prepare minutes and present them to the Commission as an opportunity to make suggestions or corrections prior to final approval.

Budget Impact:

N/A

Strategic Impact:

Detailed minutes ensure that Commission meetings are well documented and votes are recorded for the public record.

Recommendation Commission approve minutes as transcribed.

Attachment(s):

1. 11-22-22 PAC Minutes.ADA

Prepared by: Jeanann Hand, City Clerk

Reviewed by:

**CITY OF
MOUNT DORA, FLORIDA
PUBLIC ARTS
COMMISSION
MINUTES**



**November 22, 2022
3:30 P.M.
City Hall
Council Chambers
510 N. Baker St.**

CALL TO ORDER

Having been duly advertised as required by law, Commission Chairperson Thomas Decker called to order the meeting of the Public Arts Commission at 3:30 P.M. in the Mount Dora Council Chambers.

ROLL CALL

Members Present

John Wesner, District 1
Susn Grogan, District 3
Maryann McNamara, District 4
Kay Volmar, District 5
Harlow Middleton, Vice Chair,
Mayoral Appointee
Thomas Decker, Chair, District 2

Also Present

Chris Carson, Cultural and Special
Events Manager
Troy Shonk, Parks and
Recreation Director
Jen Schwarz, Operations Manager
Jeanann Hand, City Clerk

Members Not Present

Kelly Burns, At Large

APPROVAL OF MINUTES

***MOTION BY VICE CHAIR MIDDLETON TO APPROVE THE OCTOBER 2 , 2022
PUBLIC ARTS COMMISSION MEETING MINUTES; COMMISSIONER MCNAMARA
SECONDED THE MOTION. MOTION APPROVED BY A ROLL CALL VOTE.***

YES Vice-chair Middleton
Commissioner McNamara
Commissioner Grogan
Commissioner Wesner
Commissioner Volmar
Chairperson Decker
NO None

PRESENTATIONS

A. Mount Dora Community Trust Public Arts Funding Options - Mr. Rob English

Mr. Rob English from the Mount Dora Community Trust delivered a presentation on the organization and the opportunities for the Trust and the Public Arts Commission to work together. He explained how the Trust operates. He answered questions from Commission members and contributed to a discussion on the best ways to move forward should the Commission wish to further pursue this option.

Commissioners discussed consulting the City Manager and the City Attorney.

Mr. Shonk suggested the Commission put the this public-private partnership as a Discussion Item on an upcoming Commission agenda.

Janet Gamache, Mount Dora Center for the Arts, expressed support for the endeavor. Ms. Gamache offered suggestions based on the way the MDCA committee works with the Trust. Commissioners agreed to create bullet points, get clarification and discuss this topic further at a future meeting.

ITEM TABLED UNTIL THE JANUARY 24, 2023 MEETING.

CITY STAFF

A. Commission Member Reappointments & Alternates : Review Ordinance No. 2022-26, Amending City of Mount Dora Code offOrdinances, Chapter 2, Article VIII, Boards and Commissions, Division 1, Generally

Mr. Carson directed Commissioners' attention to the newly-adopted ordinance regarding board and commission membership and the ways in which the ordinance would affect Commission members.

Mr. Carson spoke about the new Evans Park fountain. He updated on the lighting of the windmill sculpture and how it has been affected by the Christmas light timer. He spoke about the upcoming holiday events and Small Business Saturday.

Ms. Grogan suggested putting the Call to Artists for holiday banners on a summer agenda. Mr. Carson suggested March would be a workable timeline.

MOTION BY COMMISSIONER GROGAN TO CANCEL THE DECEMBER COMMISSION MEETING; COMMISSIONER VOLMAR SECONDED THE MOTION. MOTION APPROVED BY A ROLL CALL VOTE.

YES	Commissioner Grogan
	Commissioner Volmar
	Commissioner Wesner
	Commissioner McNamara
	Vice-chairperson Middleton
	Chairperson Decker
NO	None

COMMUNICATIONS AND REPORTS

A. Commission Member Susan Grogan

Ms. Grogan mentioned the stairway at Donnelly Park Building and would like it on the next agenda.

B. Commission Member Maryann McNamara

NNo report.

C. Commission Member Keashawn "Kay" Volmer

Ms. Volmer suggested for February, banners for black history month. There have been in the Northeast, but not downtown. Staff clarified who would approve "off-the-rack" banners as opposed to artist-created banners.

D. Commission Member John Wesner

Mr. Wesner asked about kiosks. Mr. Carson provided an update.

E. Vice-chair Harlow Middleton

NNo report.

F. Chair Thomas Decker

Mr. Decker would like gates on the dumpsters. Mr. Carson would consult City Planning Director Vince Sandersfeld.

FUTURE MEETING DATES

A. January 24, 2023, 3:30 P.M.

B. February 28, 2023, 3:30 P.M.

ADJOURNMENT

MOTION BY COMMISSIONER MCNAMARA TO ADJOURN THE NOVEMBER 22, 2022 PUBLIC ARTS COMMISSION MEETING; COMMISSIONER VOLMAR SECONDED THE MOTION. MOTION APPROVED BY A UNANIMOUS VOICE VOTE.

There being no further business for discussion, the meeting adjourned at approximately 5:03 P.M.

THOMAS DECKER, CHAIRPERSON

JEANANN HAND, CITY CLERK



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DATE: January 24, 2023

TO: Public Arts Commission Members

FROM: Troy Shonk, Director of Parks and Recreation

SUBJECT: Annual Ethics Review

Introduction:

Florida's Government-in-the-Sunshine Law was enacted in 1967. Sunshine Law statutes establish a basic right of access to most meetings of boards, commissions and other governing bodies of state and local governmental agencies or authorities. Each year, the advisory board reviews the basics of Sunshine law and other regulations related to their service as members of the board.

Discussion:

Florida's Government-in-the-Sunshine law provides a right of access to governmental proceedings at both the state and local levels. It applies to any gathering of two or more members of the same board to discuss some matter which will foreseeably come before that board for action. The Sunshine law requires that 1) meetings of boards or commissions must be open to the public; 2) reasonable notice of such meetings must be given, and 3) minutes of the meeting must be taken.

At this time, Mount Dora City Attorney Sherry Sutphen will give a brief overview of Sunshine Law, conflicts of interest, and other matters relating to their service on the board.

Budget Impact:

N/A

Strategic Impact:

N/A

Recommendation Board members consider throughout their terms of service on the Public Arts Commission the information shared by Ms. Sutphen.

Attachment(s):

Prepared by: Jeanann Hand, City Clerk

Reviewed by: carsonc carsonc, Special Events Manager

Final Approval - 1/13/2023