

TOWN OF WINDSOR AGENDA REPORT

Public Art Advisory Commission Meeting Date: June 25, 2025

To: Chair and Commissioners
From: Nelle Herman, Recreation Manager
Subject: Commission Workplan and Sub-Committee Appointments

Recommendation:

Receive staff report on Public Art Advisory Commission Workplan and by motion, update Workplan and sub-committees.

Background:

The Public Art Advisory Commission (Commission) uses a Workplan as a working document to help track projects. This Workplan provides the Commission with a roadmap for current and future projects. All funds used for public art are held in the Public Art Special Revenue Fund. These funds are dedicated to the acquisition, installation, lease and maintenance of public art through the Commission. Any unused funds roll-over to the next fiscal year. There is not a specific stream for Public Art funding, all projects are supported by the General Fund. Any funds not spent will remain in the fund and cannot be used for anything other than public art.

At their regular meeting of February, 26, 2025, the Commission reviewed and updated the Workplan, Attachment 1, to reflect goals over the next couple of years. The Commission budget request was built using the Workplan as a reference.

Discussion:

The Town budget was adopted on June 16, 2025. Due budget cuts in every Town department not every item submitted through in the Public Art Advisory Commission budget will be funded. A new Commission Workplan should be created to reflect the approved budget.

It is recommended that the Commission update the Workplan to reflect the adopted budget and determine which areas will require a sub-committee. Any subcommittees which do not seem appropriate for the updated Workplan should not be extended. Also, new subcommittees may be created based on the upcoming workplan priorities. The Commission should appoint new Commissioners to the subcommittee for the remainder of the calendar year. The Commission will reorganize in February of 2026 and new appointments will be made.

Attachment(s):

[1. 2025-2027 Public Art Advisory Workplan](#)

Prepared by:

Nelle Herman
Recreation Manager

Recommended by:

Olivia Lemen

Parks and Recreation Director