NOTICE OF MEETING
ARTS DEVELOPMENT COMMISSION
OF THE CITY OF GALVESTON
THURSDAY, MARCH 12, 2026 - 1:30 PM
CITY HALL - ROOM 204
823 ROSENBERG, GALVESTON, TX 77550
TELEPHONE: (409) 797 -3510

1. Call Meeting to Order and Establish a Quorum
2. Roll Call
3. Consider Approval Of Meeting Minutes

   3.A Draft Minutes - February 12, 2026
4. Public Comment

   Members of the public may address the Committee. Speakers will be limited to three minutes.
5. Conflict of Interest
6. Update on ADC Financials (City Staff): Noting and explaining the amount available for Public Art, amount encumbered for A&HPAB organizational support, CAC Public Art Allocations, etc., Amount in “surplus”, amount in maintenance and marketing
7. Discussion on RFP v. RFQ for Arts Asset Mapping and Assessment (Michael Caruso, Purchasing Manager, City of Galveston)
8. Discuss and consider advising staff to draft either an RFP or RFQ for the Arts Asset Mapping and Assessment to bring back to the ADC for approval to take to council
9. Discuss and consider public art calls including parameters and guidelines, amounts, locations, frequency, and scope
10. Discuss and consider calls for panelists including size of panel, timeline, and rubric
11. Future Agenda Items
12. Adjournment

I certify that the above Notice of Meeting was posted in a place convenient to the public in compliance with Chapter 551 of the Texas Government Code on 03/06/2026 at 11:00 AM.

Martha Alvarez

Executive Assistant to City Secretary

Please Note: Members of the City Council may be attending and participating in the discussion.
One or more members of the Arts Development Commission may attend the meeting by videoconference. A quorum of the members of the Commission will be physically present at the meeting location.

Draft - Pending Approval

MINUTES OF THE ARTS DEVELOPMENT COMMISSION OF THE CITY OF GALVESTON

MEETING AGENDA - FEBRUARY 12, 2026

2/12/2026 - Arts Development Commission Minutes

1. Call Meeting to Order and Establish a Quorum

Meeting called to order by Vice-Chair Sherrill Hilton at 1:32 pm

2. Roll Call

Present: Vice-Chair Sherill Hilton, Nellie Cornett, Brita Blesi, Russ Mullins, Trey Click, Sherrill Hilton, Sandra Tetley, Jonathan Crummett, Lacey White
Absent: Chair Trey Click, Tony Lyle, Alex Porretto (City Council)

3. Consider Approval Of Meeting Minutes

   3.A Draft Minutes - January 13, 2026

Commission Member Brita Blesi made a motion to approve the January 13, 2026, meeting minutes, seconded by Sandra Tetley. Approved by 6 and 1 Abstention

4. Public Comment

   Members of the public may address the Committee. Speakers will be limited to three minutes.

None

5. Conflict of Interest

None

6. Clarification of the Attendance Rules per City Ordinance and Open Meetings Act

Executive Assistant Martha Alvarez briefly clarified the attendance requirement, videoconference participation, and physical presence requirement per the City Ordinance and Texas Open Meetings Act.

7. Discuss and Consider the Art in Public Places Applications: United Way, Born Learning Trail, and City of Malaga, Spain

Commissioner Nellie Cornnett made a motion to recommend to council the Art in Public Places Applications: United Way, Born Learning Trail, and City of Malaga, Spain, seconded by Alt. Member Lacey White. Unanimously Approved

   7.A Attachments

8. Discussion of Public Art Recent History, Possibilities, and limitations

Public art funding has grown significantly, allowing for expanded project types and flexible use *of locations. The committee discussed possibilities for visual, performing, and media arts while noting ordinance requirements, public accessibility, and timeline constraints. Finance and Purchasing will provide clarification on funding and processes, and a workshop will be scheduled to review past projects and future funding options.*

9. Discussion of Public Art Panel

   9.A Review of the Public Art Panel Ordinance, Including Purpose and Timelines

Committee reviewed the ordinance governing public art panelists, including the panel's purpose to review proposals and the required timelines for panel selection and call-to-artist processes.

   9.B Discussion of Panel Sign-up Fields and Panelist Selection Process

- *Staff explained that a database of potential panelists will be maintained.*
- *For each call to artists, the board will select 5–7 panelists based on project type, location, and expertise.*
- *The board sets guiding principles and rubrics; panelists apply these in proposal evaluation.*

   9.C Discussion of Software or Programs for Panelist Information Collection and Archiving

- *Staff presented options for tracking panelist information and archiving records electronically, modeled after other city arts programs (e.g., Houston Arts Alliance).*
- *The database allows staff to recommend panelists for each call while keeping the board focused on strategic and developmental decisions.*

10. Maintenance and Marketing Fund Expenditures: Topiary Covers, Plaque(s) Language, and Outreach Materials

The board reviewed the allocation of 16% of public art funding for maintenance, operations, and marketing of city-owned public art. Staff will work with legal and finance to establish a clear process for expenditures, reimbursements, and RFQ/RFP procedures, including tracking labor and materials. Discussion included recent small maintenance expenses and potential outreach materials; no action or vote was taken.

11. FY26 Artist Contract and Timelines Updates

Five artists awarded FY26 public art projects are at various stages of contract and payment, including murals, mosaics, and band shell installations, with one international artist starting mid-March. Staff discussed marketing and HOT tax visitation requirements, including creating tours to track visitor data. No action or vote was taken; this was an informational update.

12. Discussion of Public Art workshop Dates

The board discussed scheduling a public art workshop to review existing installations, consider new grant ideas, and prepare for efficient voting at the next meeting. Potential dates were identified as Wednesday, March 4, and Friday, March 6, from 3–5 p.m., with final confirmation *pending availability of all members. Staff will provide supporting materials in advance, including examples from other cities and grant information.*

13. Discuss and Consider New Future Meeting Dates for August, September, November, December

Commission Member Nellie Cornnett made a motion to approve the following new meeting dates: August 6th, September 3rd, November 5th, and December 3rd as recommended by Executive Assistant Martha Alvarez, with Commission Member Russ Mullins seconding the motion. Unanimously Approved.

14. Future Agenda Items

The board proposed future agenda items, including discussion and potential vote on mapping city public spaces using the maintenance and marketing fund, as well as establishing guidelines for media and performing arts grants. Prioritization of public art needs will be reviewed during the upcoming workshop, with staff providing supporting materials in advance.

15. Adjournment

Meeting Adjourned by Vice-Chair Sherrill Hilton at 3:14 pm

Martha Alvarez

Executive Assistant to City Secretary

Date Approved: