



Mansfield Public Art Advisory Committee - Regular Meeting

June 30, 2025 - 9:00 AM

1164 Matlock Road
Mansfield, TX 76063

1. CALL MEETING TO ORDER

2. CITIZEN COMMENTS

Citizens wishing to address the Mansfield Public Art Advisory Committee (MPAAC) on agenda items and items not on the agenda may do so at this time. Due to regulations to the Texas Open Meetings Act, please do not expect a response from the Committee as they are not able to do so. **THIS WILL BE YOUR ONLY OPPORTUNITY TO SPEAK.** All comments are limited to five (5) minutes. In order to be recognized during "Citizen Comments" please complete a card located at the entrance and present it to MPAAC prior to the start of the meeting.

3. INTRODUCTIONS

4. COMMITTEE OVERVIEW

Committee By-Laws

Roles & Responsibilities

Overview of Mansfield Public Art Program

5. NEW BUSINESS

25-900 Review of Submissions for RFP #2025-47-01-02: Design & Installation of Public Artwork

Presenters: Christopher Bryant, Public Art Manager

Attachments:

1. MPAAC RFP Scorecard

6. NEXT STEPS

Creation of Public Art Selection Criteria & Policies

Selection of MPAAC Officers

7. ADJOURN

CERTIFICATION

All meetings of the Mansfield Public Art Advisory Committee and its committees are open to the public.

I certify that the above agenda was posted next to the main entrance of the Shelly Lanners Administrative Offices on June 26, 2025, prior to 5:00 p.m. in accordance with City policy.

C. Bryant

Christopher Bryant
Public Art Manager



**City of Mansfield
Staff Report**

Item ID: 25-894

Agenda Date: June 30, 2025

Title

Committee By-Laws

Description/History

Review of adopted by-laws for the Mansfield Public Art Advisory Committee.

Strategic Initiative

Focus on the Future

Recommendation

Review of MPAAC bylaws

Funding Source

N/A

Prepared By

Christopher Bryant, Public Art Manager - (817) 728-3380

Public Art Advisory Committee By-Laws

Article I CREATION AND PURPOSE

1.1. CREATION. The Mansfield City Council created the Public Art Advisory Committee on November 13, 2023.

1.2. PURPOSE. The committee's purpose shall be to advise City staff and the City Council on matters related to Public Art and the Public Art Collection of the City.

Article II MEMBERSHIP

2.1. NUMBER OF DIRECTORS. The committee shall be made up of up to seven (7) residents of the City, appointed by the City Council. The composition of the committee shall be as follows:

- Five (5) members shall have expertise in the field of art or architecture, and
- Two (2) members of the community at large.

2.2. TERM OF OFFICE. Members of the committee shall serve two (2) year terms, with a limit of three (3) terms, with appointments staggered so they do not all expire at once.

2.3. VACANCIES. Any vacancies occurring in the committee shall be filled by the City Council.

2.4. RESIGNATION. Any member may resign at any given time by giving written notice to the City Council. Such resignation will take effect on the date of receipt of such notice or at any later time specified therein, and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

2.5. REMOVAL. Members may be removed at any time, with or without cause, by the City Council.

2.6. EX-OFFICIO MEMBERS. The Public Art Manager will serve as an ex-officio member of the board with no voting privileges. The City Council may appoint a Council member to serve ex-officio as liaison between the Council and the Public Art Advisory Committee.

2.7. VOTING RIGHTS. All regular members of the Committee shall have one vote equal in weight. All voting shall be by voice vote however, the Chairperson of the Committee may, at his/her discretion, call for a call vote or secret ballot.

Article III

DUTIES OF COMMITTEE MEMBERS

3.1. DUTIES. The Public Art Advisory Committee shall use the guidelines of the Public Art Program Policy and work with City staff on the following:

- Establishing criteria and eligibility standards for applicants of Public Art projects,
- Establishing criteria for awarding Public Art projects,
- Evaluating proposed donations, commissions, calls, accession and deaccession of Public Art, and
- Act principally in an advisory capacity on any matter pertaining to Public Art.
- Work within the capacity of funding established by the 2% of the Public Art ordinance

3.2. OFFICERS. The members of the Committee shall meet and elect a President, Vice-President, and Secretary annually at the first meeting or at other appropriate times to fill vacancies. The term of office is one calendar year.

3.3. PRESIDENT. The President shall preside over all meetings, appoint special committees as needed, and authorize calls for any special meetings. The president shall act as the public spokesperson for the committee at public events and shall perform all other duties the committee elects.

3.4. VICE PRESIDENT. The Vice-President shall act in the place of the President in the event of his/her absence or inability or refusal to act, and shall exercise and discharge such other duties as may be required by the Committee.

3.5. SECRETARY. The Secretary shall keep accurate records of meeting minutes in coordination with the Public Art Manager and work with the Public Art Manager to have minutes and agendas input to the City's electronic record system.

3.6. BOARD MEMBERS. All board members shall attend committee meetings and public art events. They shall provide their expertise when advising on public art related matters and their support and advocacy when attending public art events and in the community at-large.

3.7. PUBLIC ART MANAGER. The Manager shall be the non-voting liaison for the Committee. He/she shall input all minutes and records into the City's electronic records system, place meeting notices and perform such other duties as the Committee may deem necessary and consistent with both the responsibilities of the Committee and his/her responsibilities to the City of Mansfield through the City Manager or his/her authorized representative. The Public Art Manager is an employee of the City of Mansfield.

3.8. COMMITTEES. Committees may be appointed for special purposes by the Chairperson and with the consent of the majority of the Board. All committees will have at least one Board member serving on them. These committees will be dissolved upon completion of their assignments.

3.9. EXCLUSIONS. It shall not be an activity of the Committee to make expenditures of city funds, nor order any work done on its authority. The Committee shall have no authority to employ or discharge employees of the City. The Board shall not have authority of the duty assignments of any City employee.

Article IV MEETINGS

4.1. MEETINGS. The Board shall hold meetings as may be determined by the Board, and as many other special or called meetings as necessary, provided that adequate notice is given to all Board members and the public, per City policy and Chapter 551 of the Texas Government Code, also referred to as the Open Meetings Act. The posting of the meetings shall conform to the requirements of the Open Meetings Act. Meetings will be called as needed to prepare a call for art, review submissions from a call for art, review donations, accession, or deaccession requests, or provide other public art-related guidance and expertise.

4.3. QUORUM. Four regular, voting members of the Committee shall constitute a quorum for the transaction of business. The act of the majority of members present at a meeting at which a quorum is present at the time of the act shall be the act of the Committee unless a greater number is required by law. In the absence of a quorum, the meeting will be canceled.

Article V CODE OF ETHICS

5.1. COMPENSATION. Members of the Public Art Advisory Committee shall serve without compensation, but may, with Committee approval, receive reimbursement for any expenses incurred in the performance of their duties as a Committee Member.

5.2. CONTRACTUAL PUBLIC ART SERVICES. Any member serving on the committee is ineligible for consideration of a Public Art project by the City during their membership and for an entire year following the expiration of their term.

Article VIII MISCELLANEOUS

6.1. AMENDMENTS. These by-laws may be amended by a majority vote of the Committee members present at any regular meeting provided:

- A quorum is present
- Notice of the meeting was posted as prescribed in Article VI, Section 1
- Amendments to the by-laws shall become effective upon approval of the City Council.

6.2. CONFLICT. In the case of any conflict between any ordinance and/or resolution and these by-laws, the ordinance and/or resolution shall prevail.



**City of Mansfield
Staff Report**

Item ID: 25-898

Agenda Date: June 30, 2025

Title

Roles & Responsibilities

Description/History

Members will review the roles and responsibilities of the Mansfield Public Art Advisory Committee (MPAAC).

Strategic Initiative

Focus on the Future

Recommendation

Review of Mansfield Public Art Advisory Committee (MPAAC) roles and responsibilities as they pertain to the Public Art Program.

Funding Source

N/A

Prepared By

Christopher Bryant, Public Art Manager - (817) 728-3380

Mansfield Public Art Advisory Committee (MPAAC) Overview

Mission

Members of the Mansfield Public Art Advisory Committee (MPAAC) are committed to curating a selection of high-quality Public Art for the Mansfield Public Art Collection. Members are committed to the overall enhancement of the cultural and aesthetic quality of public spaces through the integration of public art throughout our community. The committee also seeks to inspire community pride, foster artistic dialogue, and enrich the daily lives of all residents and visitors through the public art program.

MPAAC Member Roles and Responsibilities**

Advocate

- Spread the word about the Mansfield Public Art Program goals and objectives
- Share information and events related to Mansfield public art on social media
- Connect community to the Public Art Program (website, social media, Public Art staff)
- Advocate to elected representatives about the value of the arts in our community

Attend

- All MPAAC Board meetings throughout the year
- Other designated subcommittee meetings (if applicable)
- Events and activities associated with Public Art and the arts in Mansfield
- Public Art unveilings and local art exhibitions

Support

- Support staff in establishing criteria and eligibility standards for applicants of projects
- Support staff in establishing criteria for awarding projects
- Support staff in evaluating proposed donations or commissions of Public Art
- Support staff in evaluating the removal of Artwork from the public display
- Act principally in an advisory capacity to staff in any matter pertaining to Public Art

Fiscal Responsibility

- Provide oversight for grant and bond associated public art projects to ensure funds are utilized responsibly and efficiently
- Provide oversight of Mansfield Public Arts events, installations, activities, and other associated events to ensure successful implementation, community partnerships, and financial goals

****It is understood that personal circumstances may occasionally prevent committee members from fulfilling all roles and responsibilities completely. When this happens, please speak with Public Art staff so they are aware of the situation and can work to find a viable solution****



**City of Mansfield
Staff Report**

Item ID: 25-899

Agenda Date: June 30, 2025

Title

Overview of Mansfield Public Art Program

Description/History

Discussion about the current state of and purpose of the Mansfield Public Art Program, including initiatives and projects.

Strategic Initiative

Focus on the Future

Recommendation

N/A

Funding Source

N/A

Prepared By

Christopher Bryant, Public Art Manager - (817) 728-3380



**City of Mansfield
Staff Report**

Item ID: 25-900

Agenda Date: June 30, 2025

Title

Review of Submissions for RFP #2025-47-01-02: Design & Installation of Public Artwork

Description/History

RFP submissions for the City of Mansfield's first installation under the new Public Art Program have been received. The completed bid packets have already been reviewed by the Interdepartmental Public Art Committee. The Public Advisory Committee will review the bid packets and recommend up to two (2) artists as finalists for this bid.

Strategic Initiative

Focus on the Future

Recommendation

MPAAC to review RFP submissions for public art installation.

Funding Source

Public Art Fund and NEA grant

Prepared By

Christopher Bryant, Public Art Manager - (817) 728-3380

COMMITTEE MEMBER: _____ ARTIST NAME: _____



Public Art Advisory Committee RFP Evaluation Scorecard (100 Points Total)

1. ARTISTIC MERIT (30 Points Total)

- ☐ **Creativity and Originality (10 pts) SCORE: _____**
Is the concept unique, innovative, and imaginative?
- ☐ **Artistic Quality and Aesthetic Value (10 pts) SCORE: _____**
Does the proposal demonstrate a high level of artistic excellence?
- ☐ **Clarity of Artistic Vision (10 pts) SCORE: _____**
Is the concept clearly conveyed and well-articulated through visuals and narrative?

TOTAL SCORE: _____

2. COMMUNITY ENGAGEMENT & RELEVANCE (20 Points Total)

- ☐ **Cultural & Social Relevance (10 pts) SCORE: _____**
Does the project reflect or engage with local culture, history, identity, or community values?
- ☐ **Community Impact & Engagement Plan (10 pts) SCORE: _____**
Will the work engage the public meaningfully? Does it include outreach or participation elements?

TOTAL SCORE: _____

3. SITE SUITABILITY & CONTEXT (15 Points Total)

- ☐ **Responsiveness to Site (10 pts) SCORE: _____**
Does the proposal thoughtfully respond to the site's history, context, and environment?
- ☐ **Integration with Surroundings (5 pts) SCORE: _____**
Will the work enhance or complement the existing landscape or architectural setting?

TOTAL SCORE: _____

COMMITTEE MEMBER: _____ ARTIST NAME: _____

4. FEASIBILITY & EXECUTION (15 Points Total)

☐ **Technical Feasibility (5 pts) SCORE: _____**

Is the concept practically achievable with available materials and techniques?

☐ **Timeline & Work Plan (5 pts) SCORE: _____**

Is there a realistic schedule for design, fabrication, and installation?

☐ **Artist Qualifications (5 pts) SCORE: _____**

Does the artist/team have the necessary experience or ability to execute the proposal?

TOTAL SCORE:

5. BUDGET & SUSTAINIBILITY (10 Points Total)

• **Realistic Budget (5 pts) SCORE: _____**

Is the budget comprehensive, accurate, and aligned with the proposal's scope?

• **Maintenance & Durability (5 pts) SCORE: _____**

Has the artist considered long-term maintenance, durability, and environmental factors?

TOTAL SCORE:

6. Alignment with Project Goals (10 Points Total)

• **Meets Commissioning Objectives (5 pts) SCORE: _____**

Does the proposal align with the goals outlined in the call for art or master plan?

• **Diversity, Equity, and Inclusion (5 pts) SCORE: _____**

Does the proposal promote accessibility, inclusivity, and represent diverse voices or narratives?

TOTAL SCORE:

TOTAL SCORE: / 100

COMMITTEE MEMBER: _____ ARTIST NAME: _____

Optional Notes/Comments:

(Provide qualitative feedback to help applicants improve or understand evaluation decisions.)



**City of Mansfield
Staff Report**

Item ID: 25-901

Agenda Date: June 30, 2025

Title

Creation of Public Art Selection Criteria & Policies

Description/History

MPAAC will create the selection process and criteria for public art projects and installations.

Strategic Initiative

Focus on the Future

Recommendation

MPAAC will create the process for selecting public art for the city of Mansfield.

Funding Source

N/A

Prepared By

Christopher Bryant, Public Art Manager - (817) 728-3380



**City of Mansfield
Staff Report**

Item ID: 25-902

Agenda Date: June 30, 2025

Title

Selection of MPAAC Officers

Description/History

MPAAC members will discuss nominations for the President, Vice-President, and Secretary, to be voted on at the next meeting.

Strategic Initiative

Focus on the Future

Recommendation

Nominations for MPAAC officers will be discussed for future voting and appointment at the next committee meeting.

Funding Source

N/A

Prepared By

Christopher Bryant, Public Art Manager - (817) 728-3380