



City of Enid  
401 W. Owen K. Garriott Road  
Enid, Oklahoma 73701  
580-234-0400

---

---

PUBLIC ARTS COMMISSION OF ENID

---

---

**NOTICE OF MEETING**

Notice is hereby given that the Public Arts Commission of Enid will meet in rescheduled regular session at 12:00 p.m. on the 19th day of February, 2020, in the Lower Level Conference Room in the basement of the City Administration Building, located at 401 W. Owen K. Garriott Road, Enid, Oklahoma, and the agenda for said meeting is as follows:

**- AGENDA -**

**PUBLIC ARTS COMMISSION OF ENID**

1. **CALL TO ORDER/ROLL CALL.**
2. **CONSIDER APPROVAL OF MINUTES OF THE PUBLIC ARTS COMMISSION MEETING OF JANUARY 8TH, 2020.**
3. **REVIEW AND APPROVE PACE FEBRUARY FINANCIAL REPORT.**
4. **DISCUSS TERM LIMITS OF PACE MEMBERS.**
5. **REVIEW AND TAKE ACTION ON THE PROPOSED PACE PARTNERING APPLICATION AND SUBMITTAL CHECKLIST.**
6. **DISCUSS AND TAKE ACTION ON "LAZY CIRCLES IN THE SKY".**
7. **DISCUSS AND TAKE ACTION ON THE "LIFT" PROJECT.**
8. **PUBLIC COMMENTS.**
9. **ADJOURN.**

Public Arts Commission of Enid

2.

**Meeting Date:** 02/19/2020

---

**SUBJECT:**

CONSIDER APPROVAL OF MINUTES OF THE PUBLIC ARTS COMMISSION MEETING OF  
JANUARY 8TH, 2020.

---

**Attachments**

Minutes

---

MINUTES OF REGULAR MEETING OF  
THE PUBLIC ARTS COMMISSION OF THE CITY OF ENID, OKLAHOMA,  
HELD ON THE 8TH DAY OF JANUARY 2020

The Public Arts Commission of the City of Enid, County of Garfield, State of Oklahoma, met in regular meeting in the Council Chambers of the Administration Building of the City of Enid, located at 401 West Owen K. Garriott Road in said city, at 12:00 P.M. on the 8th day of January, pursuant to notice given to the Clerk of the City of Enid, and pursuant to notice thereof displayed at the entrance to the Administration Building of said city.

**CALL TO ORDER/ROLL CALL.**

**President Mike Klemme called the meeting to order at 12:08 p.m. with the following members present or absent:**

PRESENT: Mike Klemme, Kelly Tompkins, Commissioner David Mason, Marcy Jarrett, Michael Shuck, Carolyn Poplin

ABSENT: Christy Northcutt.

**CONSIDER APPROVAL OF MINUTES OF THE PUBLIC ARTS COMMISSION MEETING OF DECEMBER 11, 2019.**

Commissioner David Mason made a motion to approve the minutes and Kelly Tompkins seconded the motion with the vote as follows:

AYE: Mike Klemme, Commissioner David Mason, Kelly Tompkins, Marcy Jarrett, Michael Shuck, Carolyn Poplin.

NAY: None.

**REVIEW AND APPROVE PACE JANUARY FINANCIAL REPORT.**

Annette Radomski, Senior Accountant, presented the monthly financial report. The available balance as of December 31, 2019 is \$142,259.31. Kelly Tompkins made a motion to approve the report and motion was seconded by Commissioner David Mason with the vote as follows:

AYE: Kelly Tompkins, Commissioner David Mason, Mike Klemme, Marcy Jarrett, Michael Shuck, Carolyn Poplin.

NAY: None.

**DISCUSS AND TAKE ACTION ON THE GUIDELINES AND STANDARDS FOR AWARDED PROJECTS AND FUNDS AND THE DUTIES OF THE PUBLIC ARTS COMMISSION OF ENID PER THE ART IN PUBLIC PLACES ORDINANCE.**

Angela Rasmuson, Staff Liaison, asked the members if they were ready for her to prepare a new draft application and submittal requirements based on the discussion from the last two PACE meetings and from the information received from other cities. After a brief discussion amongst the members, Commissioner David Mason made a motion for a draft application and submittal requirements be prepared and sent to PACE members prior to the next meeting. Marcy Jarrett seconded the motion with the vote as follows:

AYE: Mike Klemme, Commissioner David Mason, Marcy Jarrett, Kelly Tompkins, Michael Shuck, Carolyn Poplin.

NAY: None.

#### **UPDATE AND TAKE ACTION ON "LAZY CIRCLES IN THE SKY".**

Commissioner David Mason discussed that the sidewalk around the project was in dire need of repair. He said that he spoke with the City Manager regarding potential funds to upgrade the sidewalks at this location. Angela Rasmuson mentioned she would ask the ADA Access Board at their next meeting if they had any interest in recommending new sidewalks be built at this location as it is an area discussed in the transition plan. The construction of the sidewalk through the project will be postponed due to public safety concerns. Lighting for this project was discussed. Michael Shuck has not decided on a lighting product and has not determined whether he would like to illuminate the art from above, below or both. Establishing power to the location will be investigated and discussed at a future meeting. Marcy Jarrett made a motion for Michael Shuck to research lighting products and to bring the information to the next PACE meeting for consideration. Motion was seconded by Mike Klemme with the vote as follows:

AYE: Marcy Jarrett, Mike Klemme, Commissioner David Mason, Carolyn Poplin, Kelly Tompkins, Michael Shuck.

NAY: None.

#### **DISCUSS AND TAKE ACTION ON THE "LIFT" PROJECT.**

Michael Shuck and Mike Klemme met with the Airport Director, Deirdre Gurry to get her thoughts about the project. They stated she thought it was a great idea and she will be getting back to them about a location at the airport where a "paper airplane" could be installed. Commissioner Mason asked for a background on this project as most of the discussion occurred prior to his appointment to PACE. Michael Shuck described the project concept and his research to find a company to produce the fiberglass paper airplane replicas. The durability of the fiberglass to withstand weather was discussed. Marcy Jarrett made a motion for Michael Shuck to obtain updated quotes for production of the airplanes and Kelly Tompkins seconded the motion with the vote as follows:

AYE: Marcy Jarrett, Kelly Tompkins, Mike Klemme, Commissioner David Mason, Carolyn Poplin, Michael Shuck.

NAY: None.

#### **PUBLIC COMMENT.**

None.

#### **ADJOURN.**

Carolyn Poplin made a motion to adjourn at 12:53 p.m. and motion was seconded by Kelly Tompkins with the vote as follows:

AYE: Mike Klemme, Carolyn Poplin, Kelly Tompkins, Marcy Jarrett, Commissioner David Mason, Michael Shuck.

NAY: None.



Public Arts Commission of Enid

3.

Meeting Date: 02/19/2020

---

**SUBJECT:**

REVIEW AND APPROVE PACE FEBRUARY FINANCIAL REPORT.

---

**Attachments**

Financials

---

**PUBLIC ARTS COMMISSION OF ENID**  
**MONTHLY FINANCIAL REPORT**

FINANCIAL REPORT FOR: Feb-20  
DATE PREPARED: 2/10/2020  
PREPARED BY: *A Radomski*

<u>1/1/20</u>	BEGINNING BANK BALANCE:	182,688.12	
	LESS: CLEARED CHECKS:	(77.01)	
	PLUS: CLEARED DEPOSITS:	0.00	
	CLEARED MISCELLANEOUS:	154.34	<u>INTEREST</u>
<u>1/31/20</u>	= ENDING BANK BALANCE:	182,765.45	

LESS EXPENDED or COMMITTED FUNDS:

EXPENDED/UNREIMBURSED

COMMITTED

Under Her Wing was the Universe	12,000.00
Lazy Circles in the Sky	14,075.00

<u>Maintenance &amp; Administration</u>	14,276.80
---	-----------

1/31/20 ENDING AVAILABLE BALANCE: 142,413.65

**Previously paid expenses**

---

**ART EXPENSE**

Under Her Wing was the Universe	12,000.00	3/2/18
Train Tunnel Mural Design	200.00	5/9/2018
Obelisk Engineering/Lazy Circles	400.00	10/31/2018
Lazy Circles/Artform	14,549.40	6/4/2019
Lazy Circles/Artform	17,782.60	12/4/2019
Lazy Circles/Artform	1,921.88	<b>PENDING</b>

TOTAL SPENT                      46,853.88

---

**MAINTENANCE & ADMINISTRATION**

---

**INPUT**

Under Her Wing was the Universe	6,000.00
Train Tunnel Mural Design	50.00
Lazy circles in the Sky	9,361.40

**EXPENSE**

PACE brand identity	(990.00)	5/9/2018
Under Her Wing Elec reimb (2 months)	(67.59)	10/3/2019
Under Her Wing Elec reimb (3 months)	(77.01)	1/9/2020

TOTAL AVAILABLE                      14,276.80



**Meeting Date:** 02/19/2020

---

**SUBJECT:**

**REVIEW AND TAKE ACTION ON THE PROPOSED PACE PARTNERING APPLICATION AND SUBMITTAL CHECKLIST.**

---

**Attachments**

Packet

---



Thank you for your interest in partnering with PACE (Public Arts Commission of Enid) for your upcoming art project. We are excited to have the opportunity to hear about your project and to perhaps play a role in its development. To get the process started you will have to complete the application and provide the documents as outlined on the submittal checklist. As art projects are far from being a one size fits all, if you see requirements that you believe may not pertain to your project please contact the PACE Staff Liaison, Angela Rasmuson at [arasmuson@enid.org](mailto:arasmuson@enid.org) or at (580)616-7242 to discuss the applicable requirements. After your submittal has been reviewed and accepted by the Staff Liaison your project will be schedule to be heard at the next available PACE meeting. Some projects may need to be approved by the City of Enid Mayor and Board of Commissioners. If this applies to your project you will be notified at the PACE meeting when your project is approved.

Once all required approvals are obtained you will receive a letter which will contain important information such as the amount of funding you will be receiving as well as summarize the specific details of the approval of your project.

We hope that you find our process an easy one to follow but should you need any help along the way or have any questions please don't hesitate to ask for assistance.



Public Arts Commission of Enid

Partnering Application

PROJECT INFORMATION

Application Date: \_\_\_\_\_

Description of Art: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Project Address: \_\_\_\_\_

Property Owner Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Property Owner Statement:** I authorize the applicant to speak for me in matters regarding this application. Any agreement made by the applicant regarding this proposal will be binding upon me. I authorize City of Enid Staff to enter the property for the purpose of observing and taking photographs of the project area for presentation and for inspections to insure consistency between approved proposal and completed project. Owner agrees that work will be performed **exactly as approved** and any revisions will be approved prior to work commencing.

Property Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

APPLICANT INFORMATION

Name: \_\_\_\_\_ Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Connection to Project: \_\_\_\_\_

**Applicant Statement:** I am applying for City of Enid partnering funds for the above project. In order for my project to be considered for funding I understand I am required to submit the documents as listed on the submittal checklist. I understand once the project receives final approval any changes or revisions must be approved prior to work commencing. Revisions may be subject to approval by City Staff, PACE and City Commission and if not approved could result in loss of funding for the project.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

