



**Minutes**  
**3:30 p.m., October 17, 2019**  
**Room 326, City-County Building**

**1. Call meeting to order by Chairman John Moore at 3:30.**  
**A quorum was established.**

- a. In Attendance: John Moore, Susan Steffens, Jennie Stapp, Kristin Drees, Kathy Macefield (volunteer), Margaret Strachan, Ed Noonan, Peggy Benkelman (coordinator).
- b. Guests: Steve Hagan – acting Chief of Police, Ana Cortez – City Manager  
Ron Waterman – Equity Fountain Foundation Manager

**2. Approve minutes from August 15, 2019 and September 19 meetings**

Susan Steffens makes a motion to approve both the August and September meeting minutes. Kristin Drees seconds the motion. None were opposed and no changes suggested. Minutes approved.

**3. Equity Fountain Installation**

Ron Waterman spoke about the Equity Fountain timeline for installation. The curbing and the pedestal have been readied. The millstone will be coming to Helena soon and stored at Diamond Construction. The sphere is still in California. Everything should be in Helena around the week of November 3<sup>rd</sup>. It would be nice to have an unveiling ceremony around the week of November 16<sup>th</sup>. The artist, James Dinh will be here to speak. It would be nice to have the artist speak at another location such as the Holter, or luncheon at the Governor's Mansion. If approved, we can promote at the November 8<sup>th</sup> art walk. The water for the Equity Fountain will not be turned on until spring, perhaps HPAC can have another ceremony in the spring.

Chief of Police, Steve Hagan, doesn't anticipate any problems during an unveiling event, but it is probably a good idea to have a few officers on hand. He would likely provide two Bicycle Officers after city gets approval to provide support staff to the event via the Commission.

As Peggy cannot access the AS 400 (city accounting software) The HPAC donation of \$5000K will first need an invoice and W9 form from the Montana Community Foundation. After this info is received, all necessary documents will be forwarded to the City Clerk who will allow Finance to process a check.

**Motion:** HPAC requests that the Commission approve that the city, along with Arts Council, have an unveiling ceremony of the Equity Fountain in Hill Park on or near the date of November 16, 2019. HPAC would also like the Commission to direct the City Manager to provide staff support as needed for the event.

HPAC will submit via NOVUS, approval of a ceremony be discussed at an Admin. Meeting 10/30, and if approved, move forward to the Commission Meeting on November 4<sup>th</sup>, 2019.

#### **4. Memorial installation for Kyle Boundy**

Members of HPAC review the new RFP format for the Kyle Boundy installation. Everyone present thinks it looks fine. Just need to add the various formats an artist can submit: hardcopy, Flash drive, CDROM, OneDrive and have information in all locations on the form. The RFP will then be submitted for approval at an Administrative Commission meeting 10/30, then on to the Commission meeting on 11/4/2019 for final approval.

#### **5. Installation planning FY 2020 Traffic Signal Boxes**

The HPAC Committee determined there are enough funds to move forward with the wrap of 10 Signal boxes at a cost of \$12,300 (\$700 per artist and \$530 per wrap). HPAC committee members reviewed the updated RFP. Everyone present thinks it looks fine. Just need to add the various formats an artist can submit: hardcopy, Flash drive, CDROM, OneDrive and have information in all locations on the form. Peggy also needs to add the specific amounts of \$700 per artist design and \$530 per wrap. The RFP will then be submitted for approval at an Administrative Commission meeting 10/30, then on to the Commission meeting on 11/4/2019 for final approval.

#### **6. HPAC Informational Flyer and Banner**

HPAC members were happy with design provided by Nick Ladas for both the new brochure (flyer) and the retractable banner. It will provide HPAC with a more professional look.

#### **7. Plan for Historic Ghost Signs per City Manager**

Signs have to be located in the downtown area. City Manager, Cortez suggested starting with those building owners that want to contribute as first on the list. Some sort of easement/contract needs to be drawn up for the building owners. Check on Montana Cadastral as to whom the building owners are, or we could check within the city as well.

Preservation standards for signs will be upheld. HPAC will get contact information from Kevin Keeler and Pam Attardo.

**8. Brynn Holt repair of “All of the Above, None of the Above”**

The artist of the sculpture still sees some slight work/repair that needs to be done. Brynn Holt has completed the large part of the repair. He may have to wait until spring (weather needs to be warmer) to complete the final part. The benches around the sculpture need refinishing and repainting. HPAC will contact the Parks department about it.

**9. Fall Art Walk – November 8<sup>th</sup>**

HPAC will put out a request for help from members. They are anxious to display new banner and brochures. If the RFPs are approved by the Commission on 11/4/19 meeting, we may have them on the table for artists to take as well. Table items: Map of Public Art in Helena, RFPs (if approved), List of Projects FY 2020 and possible upcoming projects.

**10. Public comment –**

Peggy will find interactive map of art around Helena and place on HPAC website as per Kathy Macefield’s request.

Kathy also had a good idea for a future project, entry signs into the city. These signs could be done in metal from local students at High Schools and welding classes from Helena College.

**Meeting adjourned at 5:00 pm**

**11. Next meeting November 21st, 2019**