



Meeting Minutes

3:30 p.m., January 19, 2017

Room 326, City-County Building

1. Call meeting to order and establish quorum

Present: John Moore, Becky Lawson, Chris Riccardo, Mitch Carroll, Chip Clawson, Susan Steffens, Kathy Macefield (volunteer) , Mary Vandenbosch (staff), Judy Merickel (Helena Business Improvement District, BID), Dave Hewitt (Parking Commission)

2. Approve minutes from December 15 – Chip moved to approve, seconded by Susan. Unanimously approved.

3. HPAC mission and wording

- a. Discussion was held. Chip’s proposal was amended slightly: The mission of the Helena Public Art Committee is to commission, maintain, and acquire the highest quality professional public art possible.
- b. Unanimously approved.

4. Parking garage mural

- a. BID concerns – discussion from BID representatives regarding the artist selection process.
- b. Review proposals. All three proposals complied with the requirements outlined in the RFP. A worksheet was compiled indicating that the three artists (there were a total of three submissions) had provided the requirements outlined in the RFP. Committee members reviewed together the proposals and ranked them individually, providing the ranking sheets to Mary. General discussion took place.
- c. Select top proposal: Ryan ‘Arcy’ Christenson’s proposal was recommended for the Parking Garage Mural project. Ed will convey the recommendation to the City Commission and Dave will convey the recommendation to the Parking Commission.

5. Traffic signal boxes

a. Finalize RFP – Becky updated the committee on the findings for the vinyl wrap estimate received. One more estimate is expected from a company in Bozeman. The estimated price to wrap the boxes is needed in order to finalize the RFP for the artist’s payment. Becky will seek verbiage describing the file type, etc, for the image to be provided by the artist for printing on the wraps. It may be necessary to work with the artists to adjust designs to fit the wrap. The HPAC agreed to revise the draft RFP accordingly. Other revisions agreed to include: including City staff on the selection committee and eliminating the statement that designs may not obstruct functionality of the traffic signal box.

b. Friends of the Placer – sponsorship for 6th & Last Chance. They have delivered a check for \$500 to sponsor the box at Sixth and Last Chance.

6. Ray Bjork basketball court project

a. Jack Gottlob presentation – did not occur. The presentation will take place at another meeting. John will coordinate the presentation date with Jack.

7. Budget Planning

a. **Inspection and maintenance.** Mary explained that staff responsible for the city budget requested that the HPAC make a recommendation regarding funds needed for inspection and maintenance of city-owned art.

b. Proposed projects and general budget. Members discussed general parameters of a budget proposal for FY18. John agreed to contact the City, draft a proposal, and (if necessary) call a special meeting to review the proposal.

8. Next meeting February 16

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