



**City of North St. Paul
Arts & Culture Commission
Regular Meeting Agenda**

**March 2, 2022
6:30 PM**

The Arts & Culture Commission Meeting will be conducted on **March 2, 2022** at 6:30 p.m. The meeting location is the Sandberg Room at City Hall, located at 2400 Margaret St., North St. Paul.

The **March 2, 2022** Zoom meeting can be accessed at
tinyurl.com/NSPartsandculture
(from a PC, Mac, tablet, iPhone, or Android device)
or by phone at 1-929-205-6099, meeting ID 821 4097 2224, password 362656.

The Arts & Culture Commission Zoom meeting will be 'open to the public to listen in but will be muted from contributing at all times with the exception of a Public Hearing and open to the public forum.

Please join the meeting early to test your audio and video settings.

I. Call to Order

II. Roll Call

Tom Sonnek, Chair
Julie Barrett, Commissioner
Carey Nadeau, Commissioner
Stacy Maher, Commissioner
Trudy Ohnsorg, Commissioner
Lisa Wong, Council Member

Staff
Lisa Ritchie, Commission Secretary

III. Adopt Agenda

IV. Approval of Minutes

A. February 2, 2022 Meeting Minutes

V. Meeting Open to the Public

This Open Forum is an opportunity for persons to address the Arts & Culture Commission on items not on the agenda. A completed public comment form should be presented to the staff liaison prior to the meeting. Comments will be limited to 3

minutes per person. While the Commission may ask clarifying questions of the speaker, no formal action by the Commission or discussion will be held on these items.

VI. Public Hearings

VII. Commission Business, Action Items & Recommendations

- A. Hart Johnson presentation - Snowman statues
- B. Craft Wagon
- C. Downtown banners, council chamber background and 135 year anniversary celebration banner
- D. Luv's Mural (Funding sources, how to find artists, etc.)
- E. Intake Form and RFP Review

VIII. Reports from Staff

- A. Arts & Culture Commission Apparel

IX. Reports from Commissioners

X. Reports from Council Liaison

XI. Adjournment

The next regularly scheduled Arts & Culture Commission meeting is April 6, 2022

**February 2, 2022
6:30 PM**

I. Call to Order

Tom Sonnek called the meeting to order at 6:38 PM

II. Roll Call

Tom Sonnek, Chair
Trudy Ohnsorg, Vice Chair
Julie Barrett, Commissioner - Absent
Carey Nadeau - Commissioner
Stacy Maher, Commissioner
Lisa Wong, Council Representative

STAFF

Lisa Ritchie, Admin. Assistant

A. Attending via ZOOM

Attendee:

Trudy Ohnsorg

Address:

1400 Oglsby Lane
Morehead City
NC 28557

III. Adopt Agenda

Trudy Ohnsorg made a motion to adopt the agenda and it was seconded by Carey Nadeau. Motion carried to adopt the agenda with all present voting AYE. Motion carried.

IV. Approval of Minutes

Meeting Minutes from 1/19/2022

Carey Nadeau made a motion to approve the January 19, 2022 meeting minutes which was seconded by Stacy the with all present voting aye more soon. To prove the meeting minutes.

V. Meeting Open to the Public

Note: This is a courtesy extended to persons wishing to address the committee who are not on the agenda. A completed public comment form should be presented to the Arts and Culture Commission Committee Secretary prior to the meeting; presentations will be limited to 3 minutes. This session will be limited to 15 minutes.

Attendees: Terry Furlong and Susanna Sidoti Gorodisher (Owner of Luv Ice Cream)

Terry attended the meeting to listen to and support Susanna from Luv's Ice Cream's proposed mural presentation as well as update the ACC on the snowman statue. He stated this could be part of the "Open to the Public" section of the agenda being as it was not an agenda item.

After Suzanna's presentation, Terry presented an update on the snowman statue idea as an icon for the city. He has been in contact with Hart Johnson, who along with his sister, started a mold company. The Johnson's knew Charles Schultz and contracted to create the Snoopy statues for downtown St. Paul. The Snoopy statues were placed throughout St. Paul. Other cities joined along and had icons representing their city created (i.e.: Roseville Roses) When Terry connected with the Johnson's, he learned they already have a snowman mold noting the mold is the biggest expense to the project. The process to create the statue includes bringing in artists to finish the statue and Terry thinks it would be a great idea to have this at North Saint Paul public works where the community can watch the artists at work. He estimated the project could span over sell years. Terry mentioned it is a possibility for city businesses to sponsor them, they could be sold or auctioned off at the end to recover the cost to create these. There was short discussion of possible options for public viewing.

Carey inquired about the cost. Terry stated the mold is approx. \$20K. He isn't sure on the final cost, but thinks it is approx. \$4K - \$5K. Tom indicated he is interested in talking with the Johnson's to learn more about the process and expectations. Terry thinks they would be willing to attend a future meeting. Terry found an email with the pricing and found there is a discount for ordering multiples (the more ordered, the less the statue cost). Stacy inquired about collaborating with businesses to help offset the costs or rules against the city using it as a fundraiser. Lisa Wong concurred it would be worth inquiring.

Tom wrapped up the discussion with action items: Terry will follow up with the Johnson's. ACC will review the documents received via email.

VI. Public Hearings

Attendees: NONE

VII. Commission Business, Action Items & Recommendations

A. Updates and ongoing planning for craft wagon

Lisa Ritchie stated the craft wagon is located Public Works. The condition is unknown at this point. She did mention it John Stark. As far as the logistics of moving it around, would need to be inquired about with the city attorney because of the liability. Ron said it is a possibility to have it at the car show if the location worked. Lisa will follow up with Ron to see if the Public Works crew could move it as needed. Terry indicated Lisa Wong should bring the Craft Wagon ideas to John Stark and if John determines it should go to council or just approved by him. Per Tom, there would be two parts to bringing back the Craft Wagon. 1 – Staffing (could be run by volunteers) 2 – Costs of projects incurred. Tom mentioned the possibility of collaborating with the Parks & Rec commission for the funding. Another thought is to promote the ACC with the Craft Wagon at the Car Show.

Tom suggested presenting to the Parks & Rec commission to see if they are interested in collaborating on the project. Stacy mentioned that if both commissions were to spend money on it, they would each need to approve the funding in a commission meeting and the ACC would need the PRC approval before moving forward at all.

Tom stated next for craft wagon, 1 – Lisa Wong to check with Soren on liability and John Stark on the logistics for moving the wagon as needed, Council approval (whether or not it is needed).

2 – Lisa Ritchie will check with Jill Officer on getting the ACC on the Parks & Rec agenda to discuss collaboration and bring volunteer applications to the ACC meetings. Trudy brought up previously discussing of decorating the Craft Wagon which Lisa Ritchie will also ask Ron about.

Items for next month's agenda: 1 – Call for volunteers; 2 – Open Gov volunteer form; 3 – Craft supplies; 4 – Programming; 5 – Schedule; 6 – Staff to oversee volunteers.

There was discussion of how many people would be required to man the wagon at a time which was determined it should be discussed with the city attorney. The schedule was also brought up. Previously, the wagon went to a different park each week. Tom's opinion is he would be happy to have the wagon used at least 6 times this summer. Carey mentioned coordinating the events with Music in the Parks. Lisa Ritchie stated she would be interested in hosting the craft wagon at these events. She will check on coordinating with Music in the Parks and would volunteer on those dates. She inquired if the commission plans to also host additional events in the parks during the day.

Tom stated he thinks that would be a good idea but things have changed over the years and isn't sure if kids are at home during the summer or if they are in daycare. Carey suggested connecting with the school district as they have run programs during the summer previously. Trudy would like to have a large poster board at each event as a way to engage people with the Arts and Culture in general. Finding out what they want to see and gathering feedback. Lisa Ritchie will create this.

B. Updates on Luv Ice Cream Mural

Tom introduced Susanna from Luv's Ice Cream and gave her a quick overview of our newly formed Arts & Culture Commission. Susanna would like a mural painted on the side of the building and has been working on the idea since 2015. Tom indicated it is not something that a business owner can get done on their own especially because of the cost involved but it is something that can benefit the city. Tom explained the idea of incorporating art, such as a mural, in our city is what drove the Arts & Culture Commission to be formed. He stated we are currently in the process of determining the process for how to take a project from the ideation stage to execution. Terry Furlong joined the meeting at 6:45. Terry had recently reached out to Susanna just recently and asked if she could connect with the Arts & Culture Commission and to see where she is at in the process. Tom & Terry met with her earlier in the week and asked her to share what she has learned so far with the group and where we can take this from here.

Susanna gave an overview of the history of the building. The building is 70 years old roughly, yet she and her husband are just the 3rd owners. The original sign was preserved. They had it repainted using Vintage Pink Neon, which is the same color as in 1956 and also

the color of "Love". Susanna's idea for a mural would be to portrait the history of North St. Paul. The location of the building is a perfect wall for a mural and a nice welcome for people coming to North Saint Paul. Susanna mentioned she had been in contact with Liz Greenbaum, Executive Director of Articulture, who currently has a mural on the side of the Articulture building. Thru their conversation she learned about the process and shared that information with the Arts & Culture Commission. What comes to mind when Susanna thinks of North Saint Paul, is the history of the community. This is a worker's community, with highly skilled laborers that built North Saint Paul and the communities around it. The history of North St. Paul would be a beautiful tribute to North St. Paul and is what Susanna would like to portrait in the mural. The thing that has prohibited Susanna from moving forward is the cost. Being as there are a number of skilled labor unions around, they may be interested in helping to finance. Susanna stated the resources that she had approached were not interested in discussion with her as she is a private entity and they were looking to work with community sanctioned council.

Susanna stated she and her husband would prep the wall and then let the experts take it from there.

Tom inquired if anyone has any thoughts or questions? Trudy is very excited and optimistic they can get it done. Terry Furlong agreed and added it is the entrance to North Saint Paul, adding being as it is city related, financial resources may be an option. He brought up the fact that if Susanna were to sell the building, he feels a need for a contract to protect the mural from being painted over. Stacy questioned if there has been consideration of maintenance down the road. We should look at a partnership with the city to preserve it. She added there is a federal mural act which may protect it. Tom indicated it is something to be looked into. Lisa Wong agreed it was worthy of discussion. Susanna mentioned her hometown received a "Downtown Beautification Grant" which was used to beautify the town and the end result was amazing.

Tom proposed for the team to think about what the intake form should look like.

He categorized: the art itself, theme, color/style, the artist, would there be others involved (i.e.: community), review (including input from neighboring businesses, Planning Commission, cost (who would be willing to contribute?), execution, maintenance, timing. Terry stated there are a lot of resources out there thinks there should be information out there if we could research it. Susanna is willing to reach back out to Elizabeth Greenbaum to see if she is willing to come to an Arts & Culture commission meeting.

Tom wrapped up the discussion with Susanna and asked for any other questions or comments for the project? Summing up the conversation with Susanna, Tom stated Susanna had given her thoughts of the theme for the mural. Confirmed she hasn't chosen an artist yet, reviews and approvals would all be done by the ACC.

Action items are: Tom – draft of intake form, Susanna – contact Liz Greenbaum, the commission to think about what else can be done to move this forward? Trudy will buddy up with Tom to start making calls to possible funding sources.

C. Continued Process Mapping

Summary: Tabled for next meeting

Carey made a motion to table Continued Process Mapping and it was seconded by Trudy. Motion carried to table Continued Process Mapping with all present voting AYE. Motion carried.

VIII. Old Business

NONE

IX. Reports from Staff

- A. Purchasing Policy – Lisa included a copy of the city’s purchasing policy in the packet
- B. Finance Information – Lisa contacted Dan Winek (Finance Director) to inquire about parameters around what ACC funds can be used for, donations and/or sponsors, as well as the possibility of raising funds thru the city’s website. Per Dan, most of this information can be found in the city’s purchasing policy. The ACC may seek sponsors and/or grants. If this is the direction they choose to go is similar to the Park fund, authorization to set-up a separate ACC fund would be needed.
- C. 125 Celebration – Per John Stark, it is the city’s 125th year anniversary. He would like the ACC to take lead on getting a banner(s) ordered. Terry mentioned he would like to see a large banner strung across a street.

X. Reports from Commissioners

Summary:

Trudy announced she would be back in town, late Monday. Carey stated she is reading an excellent book and highly recommends it. It is about using Art to enhance space around you. The title is “JOYFUL”

Tom announced there are several action items to take away from tonight. March meeting: Plan for moving forward with the Craft Wagon; Banner; Council Chambers background. We will have updates on the mural and the snowman. Lisa Ritchie will let Tom know if the ACC can get on the Parks & Rec agenda.

Lisa confirmed Terry will follow-up with Art Johnson, Tom will create the in-take art form. Susanna will follow-up with Liz. Tom added: Tom & Trudy will connect to make calls on funding for the mural. Carey will draft an RFA. Everyone will review the documentation received via email. Lisa Wong will check with Soren and the city manager on the logistics of the craft wagon and whether or not council approval is needed.

XI. Reports from Council Liaison

Summary:

Lisa Wong didn’t have anything to report.

XII. Adjournment

Tom made a motion to adjourn. Stacy moved it and Stacy seconded the motion with all present voting aye. Meeting adjourned at 8:25 PM.

**To**

Arts and Culture Commissioners

Date

March 2, 2022

Agenda Placement # VII.B

Commission Business, Action Items & Recommendations

Subject

Craft Wagon

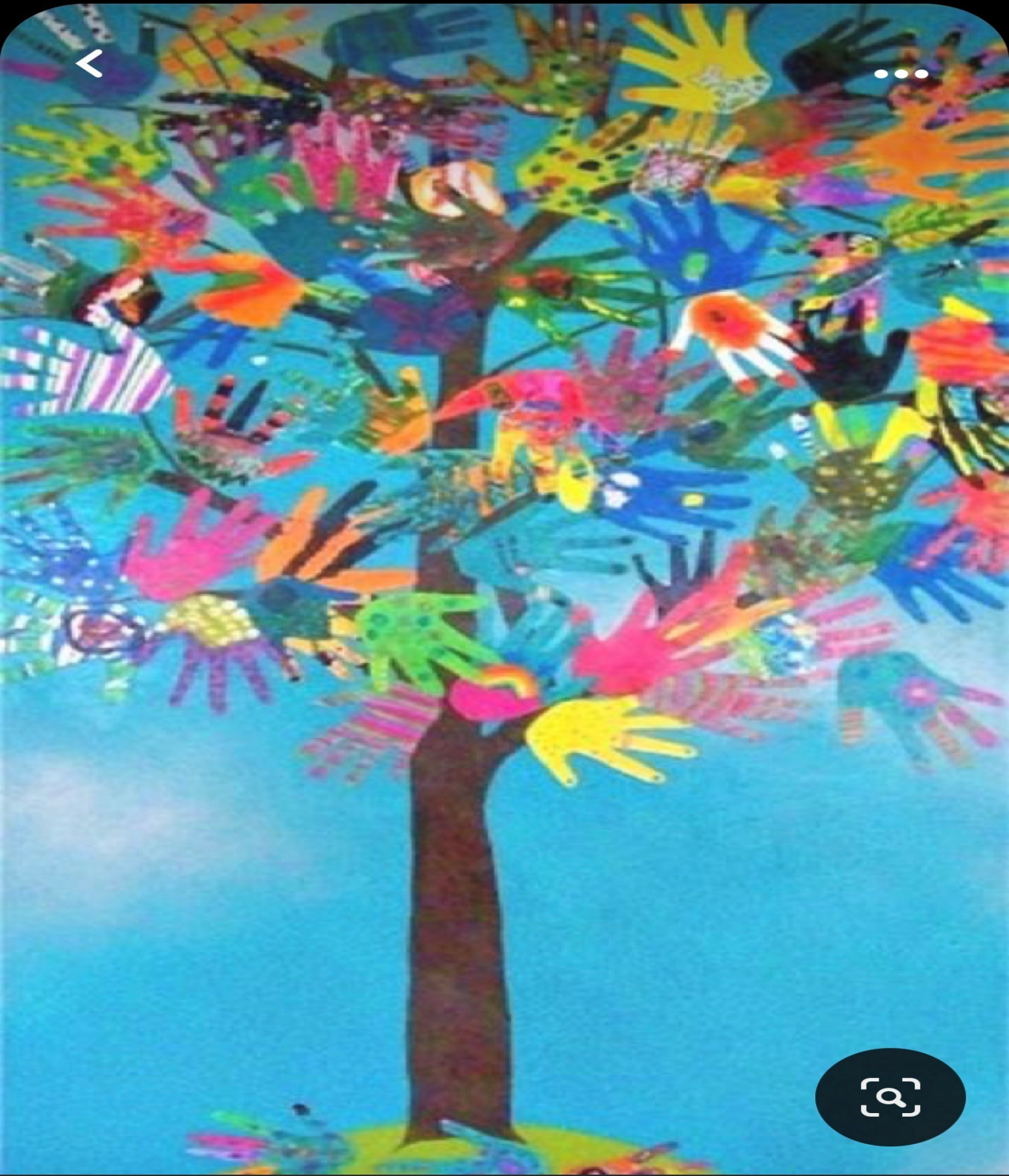
Background/Facts

Lisa will host 3 events with the Craft Wagon that coincide with Music in the Parks on the 3rd Thursday of June, July and August. The craft will be a collaborative effort and the final piece will be displayed on a wall of North St. Paul Library in the "Kids' Corner". The project consists of a large tree with children's hand prints as the leaves. Hopefully, families will make it a family event to visit the library to let the kids find their own hand. Materials include construction paper, craft paper, embellishments, coloring markers and glue. Discuss other possible ideas/options.

Recommended Action**Attachments**

1. tree

Respectfully submitted,
Lisa Ritchie, Administrative Assistant

[Visit](#)[Save](#)



To

Arts and Culture Commissioners

Date

March 2, 2022

Agenda Placement # VII.C

Commission Business, Action Items & Recommendations

Subject

Downtown banners, council chamber background and 135 year anniversary celebration banner

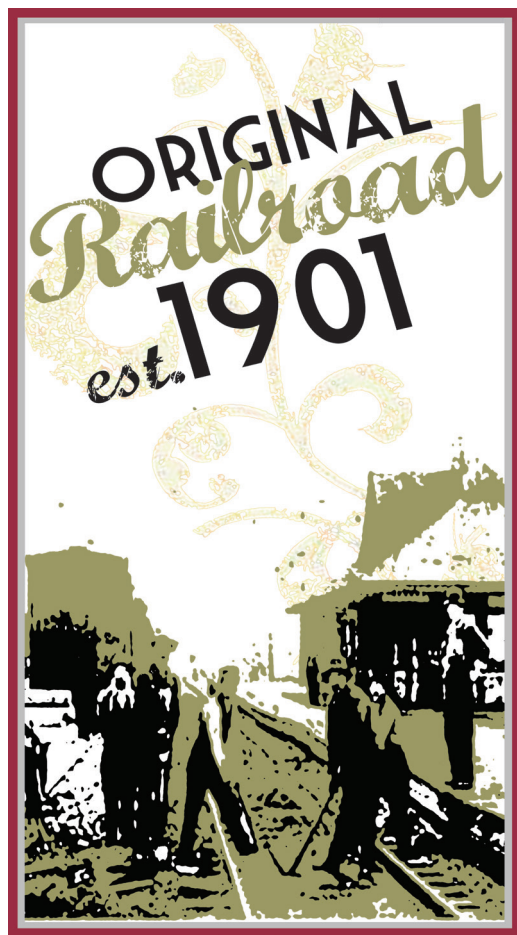
Background/Facts

Recommended Action

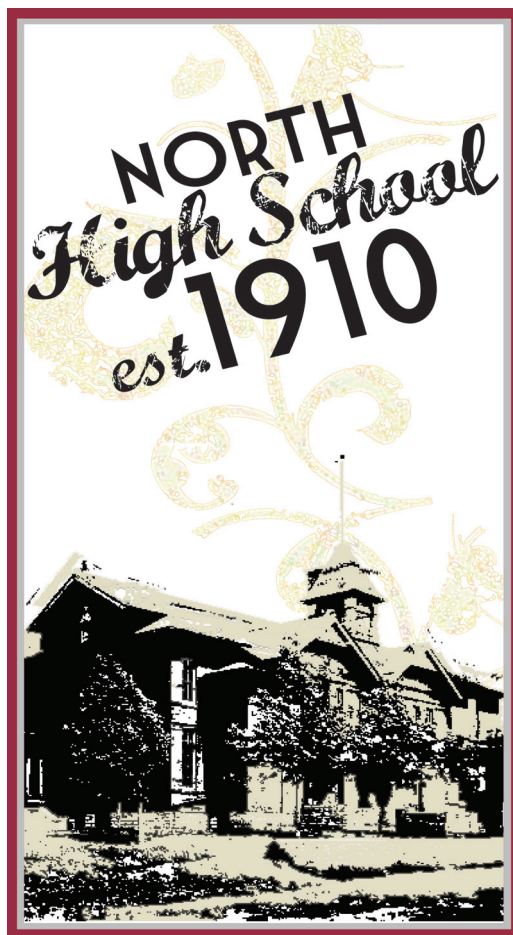
Attachments

1. Banners
2. Branding Guide

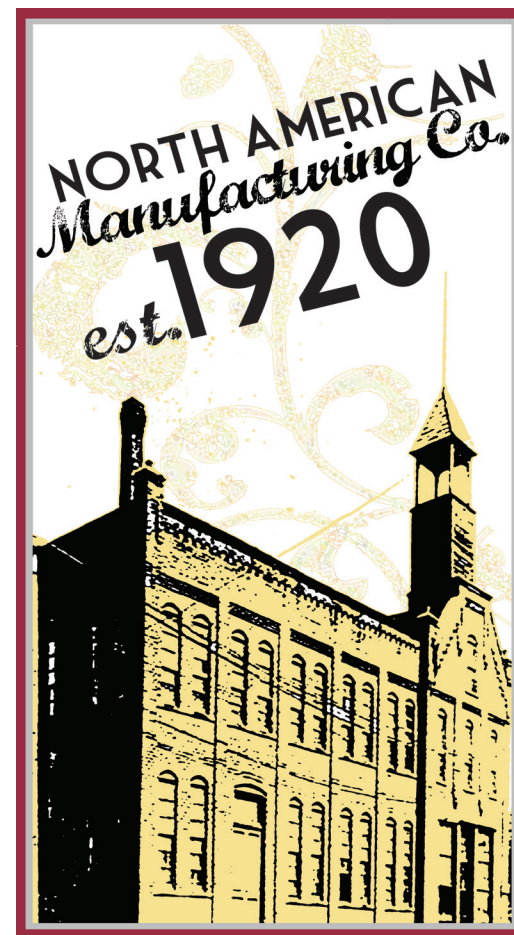
Respectfully submitted,



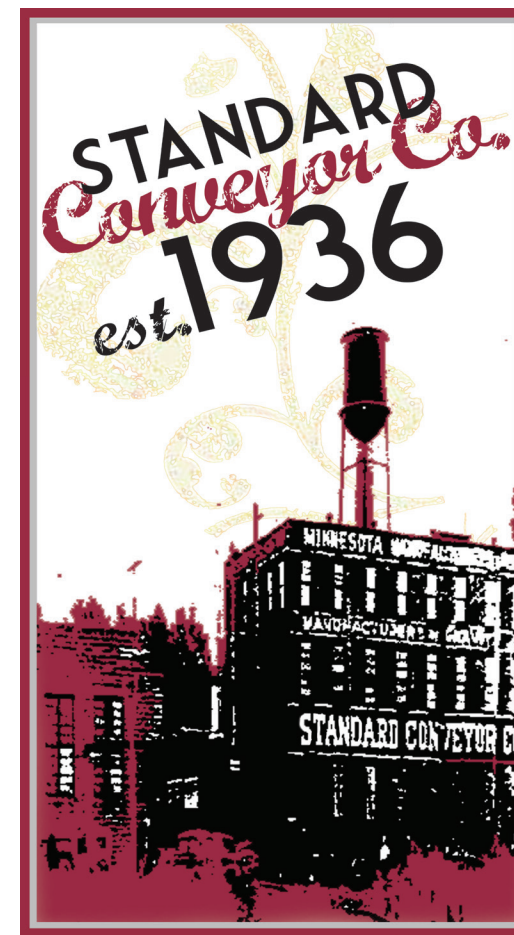
File: NSP Railroad



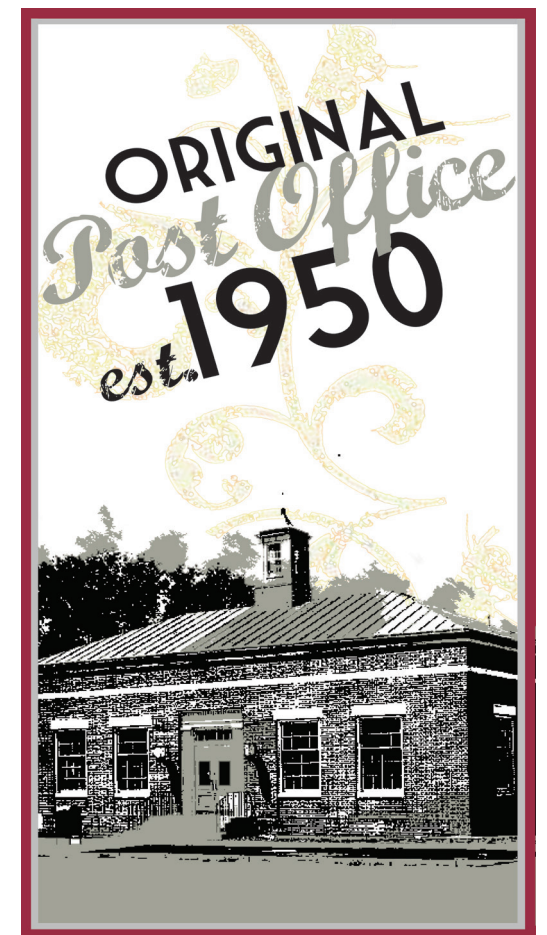
File: NSP School



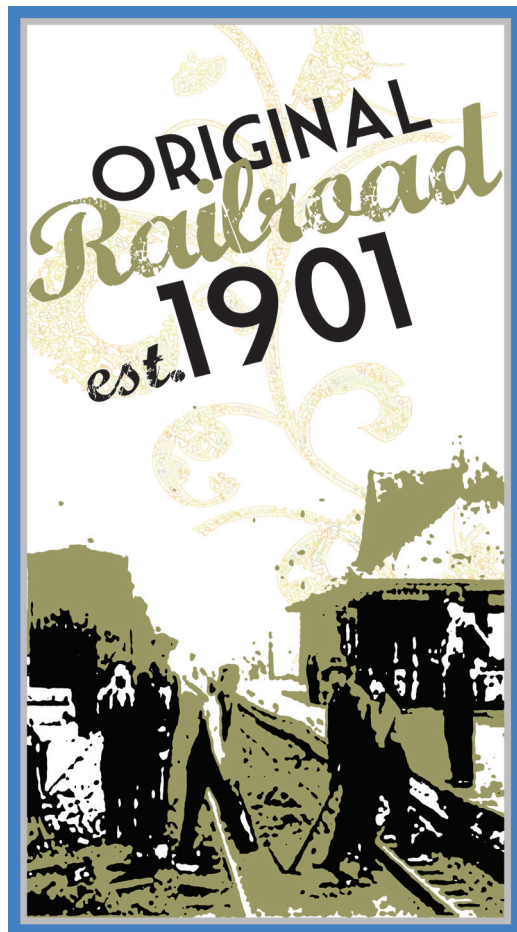
File: NSP North American



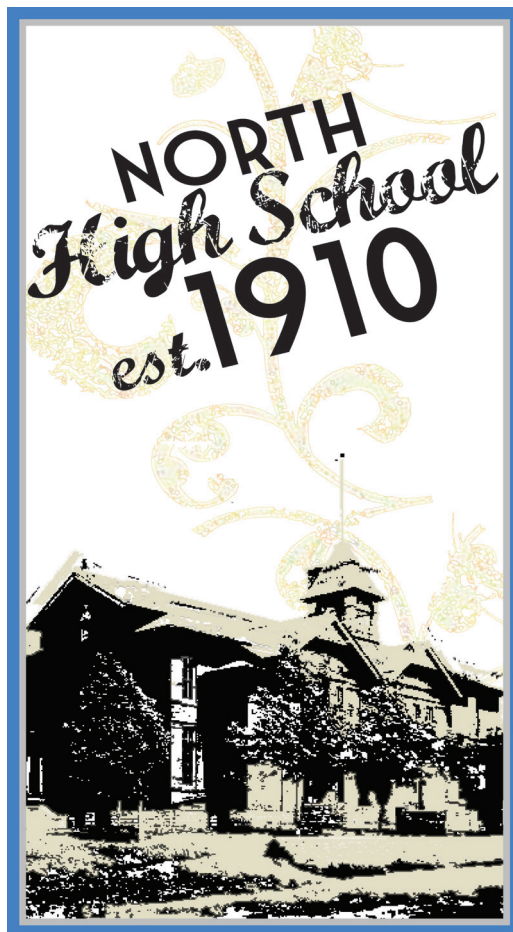
File: NSP Standard Conveyor



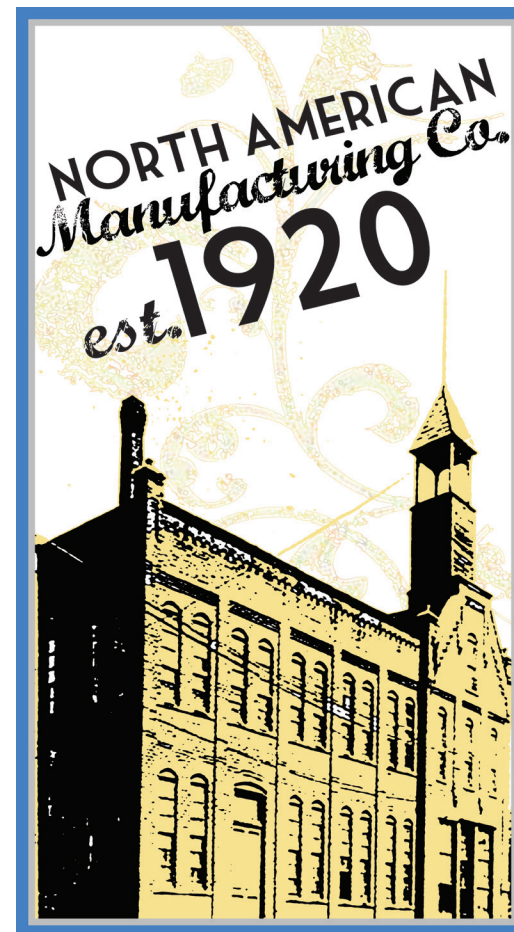
File: NSP Post Office



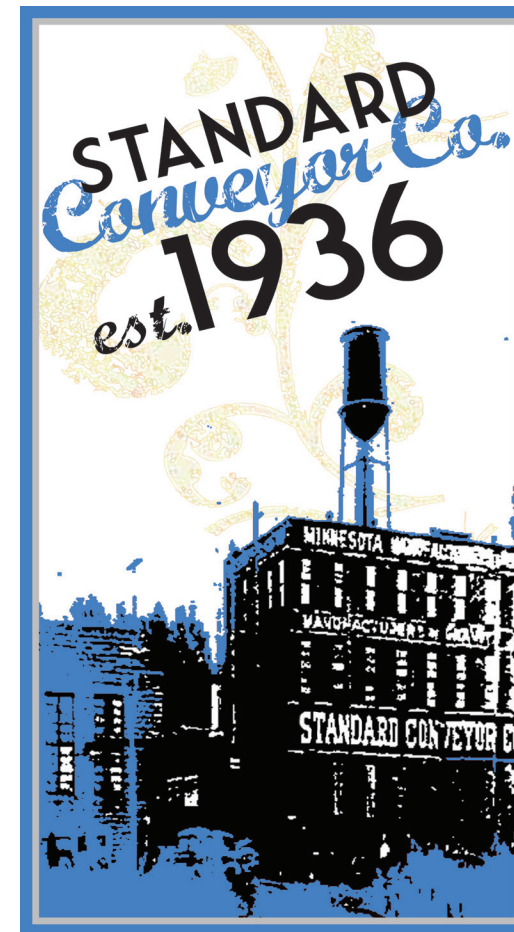
File: NSP Railroad



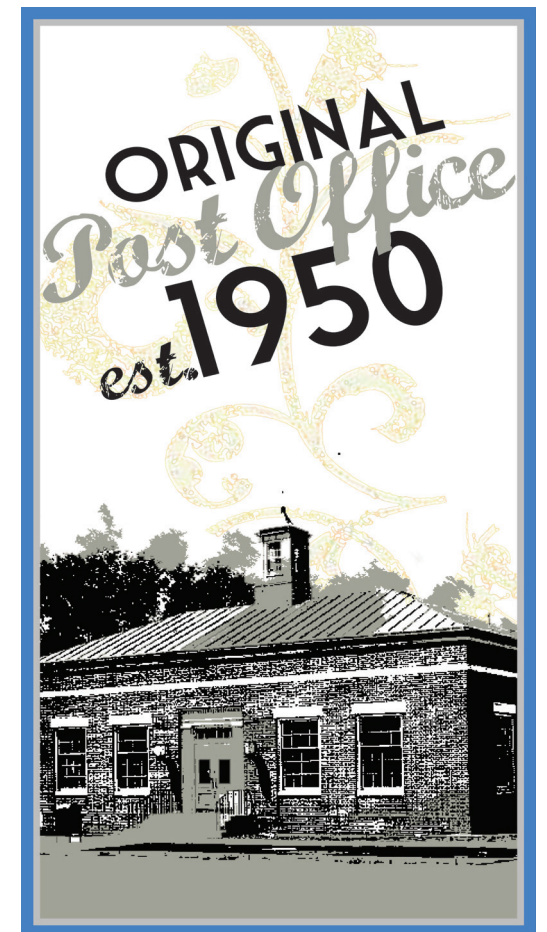
File: NSP School



File: NSP North American



File: NSP Standard Conveyor

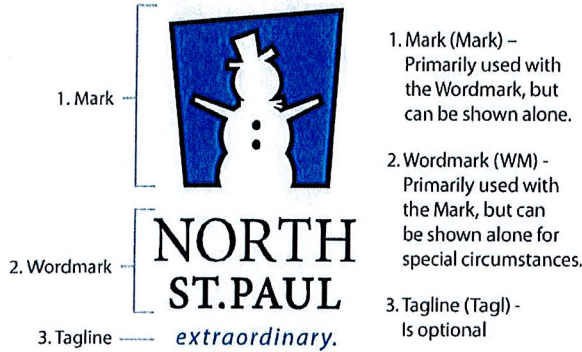


File: NSP Post Office

North St. Paul Logo | Usage Guidelines

This document is to guide you on how to use the North St. Paul (NSP) logo properly in terms of format, color, usage and file naming. Please use it to assist in a officially branded NSP layout, in regards to color palette and font selection.

Logo Elements



Format Versions

Primary* (Logo)
FILE: NSP_LogoTagl_2c



NORTH
ST. PAUL
extraordinary.

*This logo is to be used a majority of the time, unless it's not applicable.

Rectangular (Rect)- FILE: NSP_LogoTagl_Rect_2c



NORTH
ST. PAUL
extraordinary.

Horizontal (Horz)- FILE: NSP_LogoTagl_Horz_2c



NORTH ST. PAUL
extraordinary.



Mark - FILE: NSP_Mark_2c

Color Versions

Two Color (2c)
FILE: NSP_LogoTagl_2c



NORTH
ST. PAUL
extraordinary.

One Color (1c)
FILE: NSP_LogoTagl_1c



NORTH
ST. PAUL
extraordinary.

Black (Blk)
FILE: NSP_LogoTagl_Bl



NORTH
ST. PAUL
extraordinary.

Reversed Two Color (Rev_2c)
FILE: NSP_RevLogo_2c



NORTH
ST. PAUL
extraordinary.

Reversed One Color (Rev_1c)
FILE: NSP_RevLogo_1c



NORTH
ST. PAUL
extraordinary.

Reversed White (Rev_Wh)
FILE: NSP_RevLogo_Wh



NORTH
ST. PAUL
extraordinary.

Logo Usage

Follow these rules when using the logo.

YES!



Safe Area:

Distance of the "N" type is around the logo in which no other graphics or text can appear.

NO!



NO squishing or stretching



NO shrinking under .75 inches

Color Specifications

MAIN - Use these colors a majority of the time

PMS 660
C 90, M 57, Y 0, K 0
R 64, G 126, B 201
HEX: 407EC9

PMS Black 3
C 67, M 44, Y 67, K 95
R 33, G 39, B 33
HEX: #212721

PMS 430
C 33, M 18, Y 13, K 40
R 124, G 135, B 142
HEX: #7c878e

Background - Use these to use in the background with logo above

PMS 660
C 18, M 0, Y 5, K 0
R 187, G 221, B 230
HEX: #bbdde6

PMS Cool Gray 2
C 5, M 3, Y 5, K 11
R 208, G 208, B 206
HEX: #d0d0ce

PMS 614
C 6, M 2, Y 32, K 1
R 220, G 213, B 154
HEX: #dcd59a

Secondary - Use these as supportive colors

PMS 362
C 78, M 0, Y 100, K 2
R 80, G 158, B 47
HEX: #509e2f

PMS 7405
C 0, M 15, Y 100, K 5
R 242, G 205, B 0
HEX: #f2cd00

PMS 716
C 0, M 50, Y 100, K 8
R 234, G 118, B 0
HEX: #ea7600

Fonts & Type

Titles: Minion - Regular *Palatino*

Headers: MINION - SEMIBOLD SMALL CAPS *Verdana*

Subheads: Myriad Pro - Bold

Body Copy: Myriad Pro - Regular

File Naming & Type

North St. Paul | Tagline | Color
EXAMPLE: NSP_RevLogoTagl_Horz_2c.eps
| Reversed | | Format | | File Type

The .eps file should be used for print design. The .jpg and .png files are for web, video and Microsoft programs.

Pantone 660 = 74 94 C M

300 = 100 M 50



To

Arts and Culture Commissioners

Date

March 2, 2022

Agenda Placement # VIII.A

Reports from Staff

Subject

Arts & Culture Commission Apparel

Background/Facts

Carey suggested promoting Arts & Culture Commission by selling apparel. Local vendor Graffix Traffic does the printing of the city apparel that is currently available and is able to do the same for the Arts & Culture Commission. There would be a set-up fee initially and an online store front could be set up for a set period of time. After the set-up fee has been paid, the apparel could be ordered at anytime. This would not be a fund raiser as the ordering is done online directly through Graffix Traffic. Quote has been provided.

Recommended Action

Attachments

None

Respectfully submitted,
Lisa Ritchie, Administrative Assistant