



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

**April 5, 2023
6:30 PM**

The Arts & Culture Commission Meeting will be conducted on **April 5, 2023** at 6:30 p.m. The meeting location is the Council Chambers at City Hall, located at 2400 Margaret St., North St. Paul.

The **April 5, 2023** 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.

Participants accessing the meeting by phone please use the following meeting ID:
87921831549

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
Carey Nadeau, Vice-Chair
Amanda Black, Commissioner
Stacy Maher, Commissioner
Emily Haeg Nguyen, Commissioner
Lisa Ritchie, Commissioner
See Yang, Commissioner
Cecelia Goracki, Student Commissioner
Lisa Wong, Council Member

Staff
Sara Lang, Commission Secretary

III. Adopt Agenda

IV. Approval of Minutes

A. Approval of Minutes from 3/8/23

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. Project Updates by Sub-Committees
- B. Public Art Code Discussion

VIII. Old Business

IX. Reports from Staff

- A. Commissioner City Emails Update

X. Reports from Commissioners

XI. Reports from Council Liaison

XII. Adjournment

The next regularly scheduled Arts & Culture Commission meeting is May 3rd, 2023.



To	Date
Arts and Culture Commissioners	April 5, 2023
Agenda Placement # IV.A	
Approval of Minutes	
Subject	
Approval of Minutes from 3/8/23	
Background/Facts	
Recommended Action	
Attachments	

1. ACC 03.08.2023 Minutes
- Respectfully submitted,
Sara Lang, Arts & Culture Commission Secretary

City of North Saint Paul
Arts & Culture Commission Meeting Minutes

March 8, 2023

6:30 PM

I. Call to Order

Acting Chair Carey Nadeau called the meeting to order at 6:30 PM

II. Roll Call

Tom Sonnek, Chair (excused absent)

Lisa Ritchie, Commissioner

Carey Nadeau, Commissioner

Stacy Maher, Commissioner

Emily Haeg Nguyen, Commissioner (excused absent)

See Yang, Commissioner

Amanda Black, Commissioner

Cecelia Goracki, Student Commissioner (non-voting) (excused absent)

Lisa Wong, Council Member (non-voting)

Staff

Sara Lang, Commission Secretary

III. Adopt Agenda

On motion by Commissioner Maher, seconded by Commissioner Ritchie, with all present voting aye (5-0), motion carried to adopt the agenda.

IV. Approval of Minutes

A. Approval of the 02/01/23 Meeting Minutes

On motion by Commissioner Ritchie, seconded by Commissioner Maher, with all present voting aye (5-0), motion carried to approve the minutes of the February 1, 2023 meeting.

V. Meeting Open to the Public

There was no public input.

VI. Public Hearings

None

VII. Commission Business, Action Items & Recommendations

A. Project Updates by Sub-Committees

A - 1 Project Snowy Update

Subcommittee members reported the group has been working on the Snowy statue purchase agreement including the language for the sidewalk encroachment permit and are waiting for final review by the City. The subcommittee developed a timeline for the project but reported that due to the complexity and time-consuming nature of the project they recommended waiting until summer 2024 to launch it. The rest of the commissioners present were in agreement. It was noted the City will not waive the \$50 fee for the sidewalk encroachment permit should any of the businesses purchasing a Snowy need one. The subcommittee will work on gathering final costs from the manufacturer including delivery.

On motion by Commissioner Black, seconded by Commissioner Yang, with all present voting aye (5-0), motion carried that the Arts and Culture Commission will cover the initial year \$50 encroachment fee should one be required with a possible expenditure of up to \$500.

The subcommittee also recommended that a specific person be put in charge of each aspect of the project and that they have developed a list of important questions that need to be answered in order to have a smooth way forward on the project. City Council Rep Lisa Wong, said a team consisting of the City Manager, Community Development Director and Finance Director planned to work through the questions. It was noted the purchase agreement should allow for possible cost increases if the project is not implemented until 2024.

Secretary Lang reported on aspects of the City of Roseville's implementation of a similar project including decorating all sculptures at once and providing an artist stipend and that that group is available as a resource perhaps through a Zoom call.

A - 2 Mural Project

Commissioner Nadeau reported a grant application has been submitted to the Minneapolis Regional Arts Council seeking \$15,000 for the mural project. The subcommittee is also looking for other funding sources.

A - 3 Utility Box Wrapping

Commissioner Yang reported for the subcommittee that weather prevented them from going out with Electrical Director John Wick to look at and measure the utility boxes, however he helped with a map the ones that would be more visible. An initial quote for three boxes based on approximate sizes ranged from \$1,000 to \$3,000 including cost per square foot and installation. The budget won't cover all 11 boxes so the subcommittee prioritized five at this time. The cost could be up to \$6,000 and the commission had budgeted \$4,000. It was noted funds budgeted for Project Snowy for

2023 could possibly be diverted to the utility box project. The subcommittee plans to look at the boxes and get final dimensions and quotes. One set of boxes is near a business, Roddy's, which is very interested in participating in the design. The subcommittee would like to involve the community in the other designs, possibly soliciting images, selecting three in each of three categories and letting citizens vote through the City website. Commissioners asked Secretary Lang to see if the City might be willing to absorb some of the cost in order to support local minority or women-owned businesses.

A - 4 Art Cart

Commissioner Ritchie had no updates. She plans to move forward beginning in April and start the program in June. City Night at the car show will be June 9 and the Art Cart has been invited to be there. Commissioner Nadeau suggested seeing if the Art Cart could involve student performers and the subcommittee will discuss it.

A - 5 Paint Along

Commissioner Ritchie said the event is scheduled and on the City web site open for registration. She plans to run the event without a minimum number of participants. Commissioners discussed reducing the cost this time since it is the first one, to attract interest, possibly as low as \$10. Commissioner Nadeau mentioned collection donations at the event and Secretary Lang reported the City Attorney's opinion is that donations cannot be solicited.

A - 6 Art Festival

The subcommittee reported the project has run into some roadblocks. The original date of Sept. 23 is also St. Peter's Festival. The date is now September 16th. They looked at having it on the main street downtown from Margaret to Century but were denied access to close the street by the City Manager. They still need to choose location and are working with the Park and Recreation Commission.

Secretary Lang said any idea is to use Hause Park in order to showcase renovations there. As a neighborhood park it lacks parking but can use the parking lot on Charles behind the businesses a block and a half or two blocks away and have the food trucks there. Commissioners pointed out at that location there would be a need for some accessible parking as well.

B. Cultural Groups in North St. Paul

Secretary Lang reported on list she has started. She and Commissioner Nadeau is working with the school district on getting more contacts. It will be an ongoing list. Commissioners discussed including groups from the general area that serves North St. Paul while highlighting those in the City.

VII. Old Business

None

IX. Reports from Staff

Secretary Lang reported that commissioners will be getting city emails.

X. Reports from Commissioners

Commissioner Yang reported on joining the St. Paul and Minneapolis Art Foundation in order to be apply to apply for grants from that group. The next application would be in April.

XI. Reports from Council Liaison

Council Member Wong reported the City is working with developers and contractors concerning the community center and seeking funding on federal and state levels. There are still a lot of unknowns as far as costs and ultimate uses. The building needs a lot of work. There is also discussion on green space in the community including the possibility of a downtown park.

XII. Adjournment

On motion by Commissioner Maher, seconded by Commissioner Black, with all present voting aye (5-0), motion carried to adjourn the meeting.

Acting Chair Nadeau adjourned the Arts & Culture meeting at 7:55 PM.

The next regularly scheduled Arts & Culture Commission meeting is April 5, 2023



To	Date
Arts and Culture Commissioners	April 5, 2023
Agenda Placement # VII.A	
Commission Business, Action Items & Recommendations	
Subject	
Project Updates by Sub-Committees	
Background/Facts	
Recommended Action	
Attachments	
1. Copy of ACC WIP 2023 2. Project Snowy WBS - NEW GANTT CHART	
Respectfully submitted, Sara Lang, Arts & Culture Commission Secretary	

Work Improvement A3

[illegible]

	February	March	April	May	June	July	August	September	October	November	December	January	February	March	April	May	June	July	
Milestones	1-4 5-11 12-1 19-2 26-4 5-11 12-1 19-2 26-12-8 9-15 16-2 23-7 30-6 7-15 14-2 21-2 28-7 4-10 11-1 18-2 25-12-8 9-15 26-2 23-7 30-6 6-12 13-1 20-2 27-2 3-9 10-1 17-2 24-3 1-7 8-14 15-2 22-7 29-4 5-11 12-1 19-2 26-2 3-9 10-1 17-2 24-3 31-6 7-15 14-2 21-2 28-7 4-10 11-1 18-2 25-2 3-9 10-1 17-2 24-3 31-6 7-15 14-2 21-2 28-4 5-11 12-1 19-2 26-12-8 9-15 16-2 23-7 30-6																		
Define full programming			x	x															
Fully drafted purchase agreement																			
Biz assoc. partnership discussion																			
Solicit businesses for purchases																			
Execute agreements with biz																			
Complete artist RFP write up																			
Open Call for Artist																			
Review art submissions																			
Final selection of artists																			
Contracts with artists executed																			
Order and wait for Snowy statues																			
Artists paint & deco statues																			
Final clear coat for Snowy																			
Vomela creation and affixation																			
Reveal at car show??																			
Final placement of Snowys																			
Pitch story to media																			
Recognize on City news and SM																			
Create walking map																			
Create project webpage information																			
Invite biz/artists to City Hall																			



To	Date
Arts and Culture Commissioners	April 5, 2023
Agenda Placement # VII.B	
Commission Business, Action Items & Recommendations	
Subject	
Public Art Code Discussion	
Background/Facts	
Recommended Action	
Attachments	

1. Minnesota Statute
- Respectfully submitted,
Sara Lang, Arts & Culture Commission Secretary

Minnesota Statute

450.20 ART COMMISSION; WORK OF ART.

The council of any city of the first class may establish by ordinance a city art commission of five resident members to be appointed by the mayor, one each from lists of three persons each presented to the mayor as follows: One by the oldest incorporated society of fine arts or other similar body of the city, one by the library board thereof, and one by the park board. The other two shall be selected, one from the resident painters, sculptors, and architects, and one from the citizens generally. If any list be not submitted within 30 days after request so to do, the mayor shall appoint without the recommendation. The terms of members shall begin January 1 next after appointment. The first board shall serve for one, two, three, four, and five years, respectively, as designated by the mayor, and thereafter the term of each shall be five years, and until a successor qualifies. Vacancies shall be filled for the unexpired terms by like appointments. After the commission is established, the city shall acquire no work of art, nor shall any such work be placed in any public place therein, unless the design and location thereof be approved by such commission; neither shall any work of art possessed by the city be removed, replaced, or altered without the approval of the commission. The mayor or council may request the commission to pass upon the design of any municipal building, bridge, approach, gate, fence, lamp, or other structure to be erected upon any public ground of the city, and upon any proposed grading, platting, or laying out of public grounds or ways; and in these cases the decisions of the commission shall be binding, and shall be obeyed. If the commission shall fail to decide upon any matter within 60 days after such request, its decision may be dispensed with and in cases of emergency the mayor or council may prescribe a shorter time. The term "work of art," as used herein, shall embrace all paintings, mural decorations, stained glass, statues, bas-reliefs or other sculptures, monuments, fountains, arches, gates, and other permanent structures for ornament or commemoration. Nothing herein shall apply to any building or grounds owned by the state or require any library or park board to accept any work of art to be displayed upon property under its control.