



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

**December 6, 2023
6:30 PM**

The Arts & Culture Commission Meeting will be conducted on **December 6, 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 **December 6, 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 11/1/23

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. Commissioner Recognition
 - A. Cecelia Goracki
- B. Updates from the Sub-Committees
- C. Culture in ACC Projects
- D. 2023 Budget Recap

VIII. Old Business

IX. Reports from Staff

- A. Research on City Funded Murals

X. Reports from Commissioners

- A. Walking With The Snowman-Carey

XI. Reports from Council Liaison

XII. Adjournment

The next regularly scheduled Arts & Culture Commission meeting is January 3rd, 2024.



To	Date
Arts and Culture Commissioners	December 6, 2023
Agenda Placement # IV.A	
Approval of Minutes	
Subject	
Approval of Minutes from 11/1/23	
Background/Facts	
Recommended Action	
Attachments	

1. ACC 11.01.2023 Minutes
- Respectfully submitted,
Sara Lang, Arts & Culture Commission Secretary

City of North Saint Paul
Arts & Culture Commission Meeting Minutes

November 1, 2023

6:30 PM

I. Call to Order

Chair Sonnek called the meeting to order at 6:31 PM

II. Roll Call

Tom Sonnek, Chair

Carey Nadeau, Vice Chair

Stacy Maher, Commissioner

Lisa Ritchie, Commissioner

See Yang, Commissioner (Absent - Excused)

Amanda Black, Commissioner

Cecelia Goracki, Student Commissioner (non-voting)

Lisa Wong, Council Member (non-voting)

Staff

Sara Lang, Commission Secretary

III. Adopt Agenda

On motion by Commissioner Nadeau, seconded by Commissioner Maher, with all present voting aye (5-0), motion carried to approve the agenda as presented.

IV. Approval of Minutes

A. Approval of the 10/04/23 Meeting Minutes

On motion by Commissioner Nadeau, seconded by Commissioner Black, with all present voting aye (5-0), motion carried to approve the minutes as presented.

V. Meeting Open to the Public

There was no public input.

VI. Public Hearings

There were no public hearings.

VII. Commission Business, Action Items & Recommendations

A. Updates from Subcommittees

A - 1 Project Snowy

Chair Sonnek said he had heard from a former mayor who offered to help with the Project Snowy outreach. The deadline to purchase the Snowy statutes was Nov. 1 but the Commission agreed to extend it to Jan. 31. They hope to have artist submissions to show prospective buyers when reaching back out to the businesses. It was asked if the artist application can be ran in the next newsletter and Commission Secretary Lang said she would follow up on that.

A - 2 Mural Project

No update at this time.

A - 3 Utility Box Project

A couple of new utility box covers have been installed on 7th Ave and 2nd St. Further progress will be on hold until spring.

A - 4 Art Cart

The Art Cart is locked up and put away for the winter.

A - 5 Paint Along

The recent "Paint Night" had its best attendance yet and the feedback was good. People said they were looking forward to the next one. The Commission agreed to look at dates in early December for one more Paint Night this year. Any supplies that could freeze have been moved to the public works garage. Commission Secretary Lang said she would follow up with Commissioners Nadeau and Ritchie for dates and setting up registration for December.

A - 6 Arts Festival

Commission Secretary Sara Lang said the staff is still working on a recommendation template to get input for next year. The feedback from the vendors, food trucks and performers was good. Commissioners plan to ask to be on the agenda for the Parks and Rec Commission later this month.

B. Culture in ACC Projects

This subcommittee has not met but is leaning toward hiring a consultant. They have looked at the Minneapolis Arts and Culture Commission as they recently had a consultant at a meeting. Council Member Wong suggested focusing on community engagement rather than hiring a consultant due to cost.

C. 2023 Budget Recap

Commission Secretary Lang explained the Commission started with a budget broken down into subcategories. The 2024 budget recommendation should be finalized in

December by City Council. The Commission discussed the purchase of 11 X 14 canvasses for the Paint Night from the current budget. The Commission also suggested rocks, plaster stepping stones, stamps and tablecloths as purchases from the remaining budget. The Commission will come back to the December meeting with other recommendations. The Commission asked to follow up with Tivolitoo about the clear coating process and to ask Public Works if they have supplies the Commission may need to complete the clear coat process.

On motion by Commissioner Nadeau, seconded by Commissioner Black, with all present voting aye (5-0), motion carried to approve the purchase of supplies including canvasses, rocks and plaster of paris using funds from the art cart supplies and utility box wrapping line items totaling \$560.64.

VIII. Old Business

None

IX. Reports from Staff

Commission Secretary Lang reminded Commissioners they are up for reinstatement this year and should let her know by Nov. 27 if they wish to be reappointed for another year. She said she would send a reminder a week before that date. Sonnek said he wished to be reappointed. Commission Secretary Lang also mentioned that the backside of the Silver Lake bathroom building has been painted a darker blue and she will reconnect with Taylor Berman in the spring to add to the project.

X. Reports from Commissioners

Chair Sonnek reported the North St. Paul High School Drama Department was presenting "Catch Me if you Can" the next weekend.

XI. Reports from Council Liaison

City Council member Lisa Wong said the City Council has reviewed the budget including the capital improvements budget which will be formally voted on later this year. She also mentioned that the EDA promotional video has come out and that it can be a resource for other Commissions if interested. There was also mention of the turtle crossing problem on Holloway near Southwood and she is working on ideas to create community conversation around the problem.

XII. Adjournment

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

Chair Sonnek adjourned the Arts & Culture meeting at 7:16 PM

The next regularly scheduled Arts & Culture Commission meeting is Dec. 6, 2023.



To	Date
Arts and Culture Commissioners	December 6, 2023
Agenda Placement # VII.D	
Commission Business, Action Items & Recommendations	
Subject	
2023 Budget Recap	
Background/Facts	
Recommended Action	
Attachments	

1. 2023 Expenses ACC
- Respectfully submitted,
Sara Lang, Arts & Culture Commission Secretary

2023 Beginning Total \$12,000

Product	Vendor	Quantity	Total Cost	Payment Method
Tablecloths	Amazon	1 Pack of 12	\$18.99	Invoice
Rocks	Amazon	2 Packs of 25	\$35.96	Invoice
Images	Shutterstock	1 Plan	\$29.00	Credit Card
T-shirts/Aprons	Graffic Traffic	12	\$265.00	Invoice
Rocks	Amazon	4 Packs of 25	\$67.92	Invoice
Wraps	FTCC	2	\$2,460.00	Invoice
Disposable Cups	Amazon	1 Pack of 240	\$23.75	Invoice
Paper Plates	Amazon	1 Pack of 200	\$11.34	Invoice
Invisible Tape	Amazon	1 Pack of 6	\$8.90	Invoice
Paper Cutter	Amazon	1	\$10.99	Invoice
Tablecloths	Amazon	1 Pack of 12	\$17.99	Invoice
Single Hole Punch	Amazon	1 Pack of 12	\$25.99	Invoice
Pipe Cleaners	Amazon	1 Pack of 200	\$6.99	Invoice
Washable Markers	Amazon	1 Pack of 18 Boxes	\$27.54	Invoice
Birdhouses	Michaels	40	\$167.60	Credit Card
Stackable Pencils	Graffic Traffic	250	\$215.00	Invoice
Artist Stipend	Taylor Berman	1	\$500.00	Invoice
Artist Stipend	Taylor Berman	1	\$4,000.00	Invoice
Wraps	FTCC	2	\$1,200.00	Invoice
11x14 Canvas	Michaels	2	\$87.68	Credit Card
Tablecloths	Amazon	48	\$71.56	Invoice
Foam Stickers	Amazon	1	\$12.99	Invoice
Wood Blocks	Amazon	4	\$67.96	Invoice
Stepping Stones	Amazon	10	\$3.45	Invoice
			\$116.45	Invoice
Rocks	Amazon	1 Set of 60	\$25.98	Invoice

2023 Total Spent \$9,479.03

	Running Balance
Art Cart Supplies	\$481.01
Art Cart Supplies	\$445.05
Utility Box Wrapping	\$3,971.00
Branding and Communication	\$235.00
Art Cart Supplies	\$377.13
Utility Box Wrapping	\$1,511.00
Art Cart Supplies	\$353.38
Art Cart Supplies	\$342.04
Art Cart Supplies	\$333.14
Art Cart Supplies	\$322.15
Art Cart Supplies	\$304.16
Art Cart Supplies	\$278.17
Art Cart Supplies	\$271.18
Art Cart Supplies	\$243.64
Art Installation	\$1,832.40
Branding and Communication	\$20.00
Art Installation	\$1,332.40
Mural	\$0.00
Utility Box Wrapping	\$311.00
Art Cart Supplies	\$155.96
Art Cart Supplies	\$84.40
Art Cart Supplies	\$71.41
Art Cart Supplies	\$3.45
Art Cart Supplies	\$0.00
Utility Box Wrapping	\$194.55
Utility Box Wrapping	\$168.57

Beginning Totals	
Art Cart Supplies	\$500
Utility Box Wrapping	\$4,000
Branding and Communication	\$500
Art Installation	\$2,000
Project Snowy	\$1,000
Mural	\$4,000
	\$12,000

Current Totals	
Art Cart Supplies	\$0.00
Utility Box Wrapping	\$168.57
Branding and Communication	\$20.00
Art Installation	\$1,332.40
Project Snowy	\$1,000.00
Mural	\$0.00
	\$2,520.97



To	Date
Arts and Culture Commissioners	December 6, 2023
Agenda Placement # IX.A	
Reports from Staff	
Subject	
Research on City Funded Murals	
Background/Facts	
Recommended Action	
Attachments	

1. Mural Art Program Potential
- Respectfully submitted,
Sara Lang, Arts & Culture Commission Secretary

Mural Art Program Potential

There are City programs throughout the country that support murals on private property, both financially and via support services. This may be a program for our Commission to explore beginning with the 2025 budget. If this is something of interest, a sub-committee may want to begin developing a program plan and guidelines for the property owners and artists.

Example cities:

- 1- San Marcos, TX; money allocated from the City's hotel occupancy tax collections is used to fund the program. The Commission provides design assistance to artists and businesses as well as complete the call for artists.
- 2- Boynton Beach, FL; the City offers matching grants for murals on privately-owned buildings based on available city funding, up to \$5000. The murals must be guaranteed by the building or site owner for a minimum of five years with maintenance and repair if necessary. The Public Art staff review and applications and make recommendations. Planning/zoning also review.

<https://www.boynton-beach.org/DocumentCenter/View/107/Mural-Program-Guidelines-PDF?bidId=>

- 3- Kingston, CA; the City receives applications and selects projects while following their set guidelines.

https://www.cityofkingston.ca/documents/10180/38503930/Culture_PublicArt_MuralsGuidelines.pdf/87237961-e362-f496-ddb7-910648c5b4af?t=1685128728073

Next Steps:

- 1- Create an internal plan for executing this idea.
- 2- Create a set of proposed guidelines, similar to the above Cities.
- 3- Propose a budget line item for 2025.
- 4- Communication with businesses to see if they would be interested in the program.
- 5- Potentially a presentation to the City Council?



To	Date
Arts and Culture Commissioners	December 6, 2023
Agenda Placement # X.A	
Reports from Commissioners	
Subject	
Walking With The Snowman-Carey	
Background/Facts	
Recommended Action	
Attachments	

1. Walking With The Snowman

Respectfully submitted,
Carey Nadeau, Commissioner

Walking With The Snowman: Free Art Trail Comes To Fleet Street This Christmas

By Laura Reynolds



A Snowman near Playhouse Yard, Blackfriars. Image Matt Brown

12 decorated recreations of The Snowman will appear in central London this Christmas, for the capital's latest free sculpture trail.

The Walking with The Snowman art trail features a dozen 1.6m-tall, individually painted sculptures inspired by the 12 Days Of Christmas, designed by various artists. The models are a tribute to both the animated festive film, and the original picture book by Raymond Briggs.



Jenny Leonard's design features London landmarks.

Birmingham based illustrator and designer Jessica Perrin is one of the artists involved.

Her take on the Twelve Drummers involves a gingerbread-esque Snowman with a marching band made up of 12 tiny drumming mice. Manchester based artist Jenny Leonard tackled Four Calling Birds, with a cheeky modern play on words and a Snowman featuring London's skyline and landmarks.



Near Ludgate Circus. Image Matt Brown

Each figure is mounted on a recyclable plinth made from waste plastic, alongside a plaque about the artist and their inspiration for their designs.



Jessica Perrin's gingerbread-inspired design.

Head to the Fleet Street Quarter to find the chilly chaps located in Chancery Lane, New Street Square, Ludgate Hill and Fleet Street. It's one of six festive trails taking place around the UK this Christmas by public art producer [Wild in Art](#), which was also responsible for the [Croydon Stands Tall giraffe trail](#).

The Walking with The Snowman art trail appears in the Fleet Street Quarter from 21 November 2023 until 5 January 2024, and is free to visit. Keep an eye on the [Fleet Street Quarter](#) website for further details.

Last Updated 24 November 2023