



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

September 4, 2024
6:30 PM

The Arts & Culture Commission Meeting will be conducted on **September 4, 2024** at 6:30 p.m. The meeting location is the Council Chambers at City Hall, located at 2400 Margaret St., North St. Paul.

I. Call to Order

II. Roll Call

COMMISSION

Tom Sonnek, Chair
Carey Nadeau, Vice-Chair
Amanda Black, Commissioner
Sharon Clark-Williams, Commissioner
Raquel Soto, Student Commissioner
Laura Strang, Commissioner
See Yang, Commissioner

LIASION

Lisa Wong, Council Member
Mai Xiong, City Staff

III. Adopt Agenda

IV. Approval of Minutes

A. Approval of August 7, 2024, 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. Arts and Culture Commission Appointment
- B. 2025 Events Budget Discussion
- C. Fall Round Up Parade

- D. Snowy Trading Cards
- E. Sub-Committee Updates
 - Fall Festival
 - Project Snowy
 - Utility Box Wrap Project
 - Mural Project
 - Paint Night
 - Art Cart

VIII. Reports from Staff

- A. 2024 Budget Updates

IX. Reports from Commissioners

X. Reports from Council Liaison

XI. Adjournment

The next regularly scheduled Arts & Culture Commission meeting is Wednesday, October 2, 2024, at 6:30 PM.

Members, please notify any planned absences to:

Mai Xiong
Arts & Culture Staff Liaison
651-747-2442
Mai.xiong@northstpaul.org



**Arts & Culture Commission
Regular Meeting Minutes
August 7, 2024
6:30 PM**

I. CALL TO ORDER

Vice-Chair Nadeau called the meeting to order at 6:30 PM.

II. ROLL CALL

COMMISSION

Tom Sonnek, Chair – Present
Carey Nadeau, Vice-Chair - Present
See Yang, Commissioner - Present
Amanda Black, Commissioner - Absence Excused
Sharon Clark-Williams, Commissioner - Present
Laura Strang, Commissioner - Absence Excused
Raquel Soto, Student Commissioner - Present

STAFF/LIAISONS

Lisa Wong, City Council Liaison - Present
Mai Xiong, Staff Liaison – Present

III. ADOPT AGENDA

Chair Sonnek called for a motion to adopt the August 7, 2024, meeting agenda.
M/Nadeau, S/ Clark-Williams
Motion carried 4-0.

IV. APPROVAL OF MINUTES

- A. Approval of July 10, 2024, Meeting Minutes
Vice-Chair Nadeau called for a motion to approve the July 10, 2024, meeting minutes.
M/Nadeau, S/ Clark-Williams
Motion carried 5-0.

V. MEETING OPEN TO THE PUBLIC

There were no public comments.

VI. PUBLIC HEARINGS

There were no public hearings.

VII. COMMISSION BUSINESS, ACTION ITEMS & RECOMMENDATIONS

A. Updates from Sub-Committees

Project Snowy

The Commission noted that two Snowy statues were missing noses: one at Berwald and the other at City Hall. Staff Liaison Xiong was directed to explore the option of repairing the statue donated to the city.

Utility Boxes

The utility box by North High School has been wrapped. The Commission discussed coordinating a reveal event after the school year begins to maximize visibility. Meanwhile, the Heart Hands utility box is progressing, with plans to wrap the design at Casey Lake Park once it is finalized.

Mural Project

The sub-committee reported that the proposed location for a mural from the July 10 meeting is no longer available and that a new location will need to be considered.

Art Cart

Staff Liaison Xiong reported a lack of volunteer interest from the local community and requested the Commission's assistance with Art Cart coverage. In response, Chair Sonnek volunteered to coordinate the upcoming Art Cart activity at the August 15 Music in the Park event.

Paint Night

Vice-Chair Nadeau shared that Swetha's paint night event was sold out and mentioned an upcoming paint night by Jeremy scheduled for August 29. Staff Liaison Xiong noted that she is currently working with Swetha, to schedule another class session as directed by the Commission on July 10.

Staff Liaison Xiong noted she is currently with Swetha, one of the paint night instructors on scheduling another class session, as per the Commission's direction from the July 10 meeting.

Autumn Arts Festival

Chair Sonnek announced that his wife, Chris Sonnek, will volunteer as the performer coordinator. Staff Liaison Xiong was unaware of Ms. Sonnek's interest in assisting, so Communications and Community Outreach Coordinator Ava Griemert has volunteered to serve as emcee. The Commission agreed that it would be acceptable for both Ms. Sonnek and Ms. Griemert to take on these roles for the event. Commissioner Black will be unavailable to attend but will assist with map creation.

Vice-Chair Nadeau mentioned that the Community Craft project will take place inside the Casey Lake Pavilion and suggested that it be coordinated by one of the Arts and Culture

Commissioners. In response, Commissioners Clark-Williams and Yang agreed to check their schedules and commit to assisting with the event.

B. Preliminary Events / Projects / Budget Ideas and Proposals for 2025

Staff Liaison Xiong noted that she compiled a list of events and project ideas from the July 10 meeting and requested the Commission's help in narrowing down the list by selecting their top choices in each category.

Chair Sonnek shared his selected list and suggested the Commission streamline ideas by grouping similar ones together, which would simplify budgeting decisions. Additionally, the Commission reviewed past expenditures and current spending to ensure their new budget would be realistic, effective, and impactful for the Arts and the Community.

VIII. OLD BUSINESS

There were no old business reports made.

IX. REPORTS FROM STAFF

A. Events Planner Calendar

Staff Liaison Xiong expressed her appreciation for Chair Sonnek and Student Commissioner Soto, who have signed up to assist with the upcoming Music in the Park event scheduled for August 15.

Ms. Xiong shared that she followed up with a couple of potential volunteers but have not had any luck.

B. 2024 Budget Updates

Staff Liaison Xiong agreed with Chair Sonnek that the 2024 Budget has already been discussed and does not require further review at this time.

C. Snowy Trading Cards

The Commission directed Staff Liaison Xiong to proceed with ordering the Snowy trading cards. These cards are intended to engage children at community events, such as parades and festivals, encouraging them to collect all eight designs, with the possibility of a ninth holographic card for added appeal.

X. REPORTS FROM COMMISSIONERS

Chair Sonnek thanked the Commission for their dedication and great work; in addition to wishing Commissioner Strang a happy birthday.

XI. REPORTS FROM COUNCIL LIAISON

Council Liaison Wong mentioned the following events and activities happening in North St. Paul:

1. McKnight Project Construction
2. Pickleball Court Open House at Hause Park on August 14, 2024, at 4:00 PM
3. Student-Built Open House on August 15, 2024
4. Old National Bank Grand Opening on September 10, 2024, at 11:00 AM
5. Shredding Event at Casey Lake on August 8, 2024, from 2:30 PM to 5:30 PM
6. Candidate filing for two council seats, ending on August 13, 2024
7. Inflow and Infiltration Grant available for residents
8. Metropolitan Council Grant for Water Conservation Rebates
9. Grand opening of Sweet Nothing, a new local bakery located at 2566 7th Ave E, North St. Paul, MN 55109
10. Preparation for an RFP feasibility study for the North St. Paul Community Center
11. RFP for a development project across from City Hall
12. Fire Department budget reviewed, with a minor title change
13. Review of utility funds and sewer rates, with a proposed increase in sewer rates

XII. ADJOURNMENT

Chair Sonnek asked for a motion to adjourn the meeting at 8:15 PM.

M/Yang, S/Clark-Williams.

Motion carried 4-0.

The next regularly scheduled Arts and Culture Commission Meeting is Wednesday, September 4, 2024, at 6:30 PM.

Members, please notify any planned absences to:

Mai Xiong
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651-747-2442
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EVENT SCHEDULE PLANNER 2024

EVENT	DATE	TIME	LOCATION	COMMISSIONERS
SNOWY PAINTING	May 15-May 28	TBD	COMMUNITY CENTER	TBD
SNOWY REVEAL	June 6 th	5:30 PM	SNOWMAN ON MARGARET	
CITY NIGHT AT CAR SHOW	June 14 th	4:30 PM-8 PM	7 TH AND CHARLES	
PAINT ALONG WITH SWETHA	June 17 th	6:30 PM-8:30 PM	CASEY LAKE PAVILION	Carey
MUSIC IN THE PARK #1	June 20 th	7 PM-8:30 PM	CASEY LAKE PARK	
PAINT ALONG WITH JEREMY	July 11 th	6:30 PM-8:30 PM	CASEY LAKE PAVILION	Event Canceled
MUSIC IN THE PARK #2	July 18 th	7 PM-8:30 PM	CASEY LAKE PARK	
PAINT ALONG WITH SWETHA	July 22 nd	6:30 PM-8:30 PM	CASEY LAKE PAVILION	
MUSIC IN THE PARK #3	August 15 th	6 PM-7:30 PM	CASEY LAKE PAVILION	Tom & Raquel
PAINT ALONG WITH JEREMY	August 29 th	6:30 PM-8:30 PM	CASEY LAKE PARK	
AUTUMN ARTS FESTIVAL	September 14 th	11 AM-6 PM	7 TH AVE	Carey, Raquel, Sharon, See
PARADE	September 19 th	6 PM-8:30 PM	CASEY LAKE PAVILION	Carey
PAINT ALONG WITH SWETHA	October 24 th	6:30 PM-8:30 PM	CASEY LAKE PAVILION	Carey
PAINT ALONG WITH SWETHA	November 15 th	6:30 PM-8:30 PM	CASEY LAKE PAVILION	

MAY							JUNE							JULY							AUGUST							SEPTEMBER										
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S				
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		Budget Report											
BUDGET		JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
\$2,000	ART CART												
	Baggies				\$ 14.62								
	Reallocated to Snowy			\$ 275.00									
	Paper Plates					\$ 11.30							
	Tissue Paper Squares					\$ 7.49							
	White Construction Paper					\$ 4.79							
	Black Construction Paper					\$ 4.49							
	Reallocated to Snowy					\$ 500.00							
	Current Total	\$ 2,000.00	\$ 2,000.00	\$ 1,725.00	\$ 1,710.38	\$ 1,182.31	\$ 1,182.31	\$ 1,182.31	\$ 1,182.31	\$ 1,182.31	\$ 1,182.31	\$ 1,182.31	\$ 1,182.31
\$3,000	PROJECT SNOWY												
	Drop Cloths				\$ 23.48								
	Reallocated to Snowy			\$ 2,575.00									
	Clear Coating					\$ 3,200.00							
	Transportation					\$ 250.00							
	Banner					\$ 165.00							
	Vomela					\$ 241.58							
	Reallocated to Snowy					\$ 500.00							
	Reallocated to Snowy					\$ 200.00							
	Invitation Cards					\$ 77.33							
	Snowy Reveal Event						\$ 278.56						
	Current Total	\$ 3,000.00	\$ 3,000.00	\$ 5,575.00	\$ 5,551.52	\$ 2,317.61	\$ 2,039.05	\$ 2,039.05	\$ 2,039.05	\$ 2,039.05	\$ 2,039.05	\$ 2,039.05	\$ 2,039.05
\$7,000	UTILITY BOX WRAPS												
	Utility Box (North High School)								\$ 1,500.00				
	Current Total	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00
\$12,000	MURALS												
	Reallocated to Snowy			\$ 2,000.00									
				\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Current Total	\$12,000	\$ 12,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
\$2,000	BRANDING AND COMMUNICATION												
	Reallocated to Snowy			\$ 300.00									
	Reallocated to Snowy					\$ 200.00							
	Current Total			\$ 1,700.00	\$ 1,700.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
		JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
\$2,500	PAINT NIGHT												
	Paint Night with Swetha Avula - 7/17/24						\$240.00						
	Paint Night with Jeremy Ross - 7/11/24												
	Paint Night with Jeremy Ross - 8/29/24								\$ 320.00				
	Cancellation - Jeremy's Paint Night - 7/11/24							\$ 160.00					
	Paint Night with Swetha Avula - 7/22/24							\$ 240.00					
	Paint Night with Swetha Avula - 10/24/24									\$ 240.00			
	Paint Night with Swetha Avula - 11/15/24											\$ 270.00	
	Current Total	\$2,500	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,260.00	\$ 1,860.00	\$ 1,540.00	\$ 1,540.00	\$ 1,300.00	\$ 1,030.00	\$ 1,030.00