

**June 4, 2025
6:30 PM**

The Arts & Culture Commission Meeting will be conducted on **June 4, 2025** at 6:30 p.m. The meeting location is the Council Chambers at City Hall, located at 2400 Margaret St., North St. Paul.

You can watch the meeting on our YouTube channel here: <https://tinyurl.com/NSPYouTube>

I. Call to Order

II. Roll Call

Tom Sonnek, Chair
Carey Nadeau, Vice-Chair
Amanda Black, Commissioner
Sharon Clark-Williams, Commissioner
Raquel Soto, Commissioner
Laura Strang, Commissioner
Aliza Verma, Commissioner
Yued Orozco-Garcia, Student Commissioner
Troy Woods, Council Liaison

STAFF

Jordyn Lehman

III. Adopt Agenda

IV. Approval of Minutes

A. Approval of May 7, 2025 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. Taste of North St. Paul Budget Discussion
B. 2026 Budget Proposals Discussion

C. Sub-Committee Updates

VIII. Old Business

IX. Reports from Staff

A. 2025 Budget & Events Calendar

X. Reports from Commissioners

XI. Reports from Council Liaison

XII. Adjournment

The next regularly scheduled Arts & Culture Commission meeting is Wednesday July 2, 2025, at 6:30 PM.



To **Date**

Arts and Culture Commissioners June 4, 2025

Agenda Placement # IV.A

Approval of Minutes

Subject

Approval of May 7, 2025 Meeting Minutes

Background/Facts

Recommended Action

Attachments

1. 5.7.2025 Minutes

Respectfully submitted,
Jordyn Lehman, Community Development Administrative Assistant



**Arts & Culture Commission
Regular Meeting Minutes
May 7, 2025
6:30 PM**

North St. Paul City Hall – Council Chambers
2400 Margaret Street

I. CALL TO ORDER

Chair Tom Sonnek called the meeting to order at 6:30 PM.

II. ROLL CALL

COMMISSION

Tom Sonnek, Chair - Present
Carey Nadeau, Vice-Chair - Present
Amanda Black, Commissioner – Absent Excused
Sharon Clark-Williams, Commissioner - Present
Laura Strang, Commissioner – Present
Raquel Soto, Student Commissioner – Absent Excused
Aliza Verma, Commissioner - Present
Yued Orozco-Garcia Student, Commissioner – Absent Unexcused
Troy Woods, Council Liaison - Present

STAFF/LIAISONS

Jordyn Lehman, Staff Liaison - Present

III. ADOPT AGENDA

Chair Sonnek called for a motion to adopt the May 7, 2025 meeting agenda.
M/Nadeau, S/Strang
Motion carried 5-0.

IV. APPROVAL OF MINUTES

A. Approval of April 2, 2025 Meeting Minutes

Chair Sonnek asked for a motion to approve the April 2, 2025 meeting minutes with one change that the 2024 event calendar to be corrected to 2025.
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. Introductions – Ken Roberts

The new Community Development director Ken Roberts gave an introduction to the Commission and described his work history and education. Roberts noted that the Downtown Design manual was a project of interest for him.

B. Community Craft Project Discussion

Staff liaison Lehman noted that after the past ACC meeting staff had realized that a vendor would be making bracelets at the Autumn Arts Festival and that it may be best to not make corded bracelets for the Community Craft Project in order to avoid creating a competing experience. Lehman also relayed a message from Commissioner Black that she believed the Commission should do only the felt coasters for the Community Craft Project. The Commission agreed and noted that they want enough materials for around 100 coasters.

C. Sub-Committee Updates

1- Mural Project

Commissioner Clark-Williams shared that they have received several strong responses to the NSP Historical Society Mural call for artists. The sub-committee plans to meet with the Historical Society in a few weeks on 5/28 to discuss the fine details of the project and would like have the artist chosen by June 6th or earlier.

2- Utility Boxes

Commissioner Clark-Williams noted that a call for artists for the Veteran's utility box will be sent out soon if not by tomorrow. The scope of potential artists have been broadened and the sub-committee has received more input from the Veteran's Park Board. Commissioner Strang shared copies of the colored photos for the Heart hands utility box. She believes this box will be completed this summer.

3- Art Cart

Art Cart will be at the Big Truck Night for the Friday Night Car Show.

4- Art Night

Commissioner Nadeau shared that the first Art Night with terracotta pot painting was a success and that Commissioner Verma will be volunteering at next month's Art Night.

5- Autumn Arts Festival

Staff liaison Lehman shared that the number of approved Autumn Arts vendor application is nearly at the maximum of 40 vendors.

6- Taste of North St. Paul

Commissioner Verma stated that after researching the permits and finding the right space for a tasting event that unfortunately the sub-committee believes that this was not a viable idea and would need to look for a more accessible alternative. The sub-committee believed that a food passport would encourage people to visit restaurants without putting too much strain on businesses. People would be rewarded with a prize for visiting a certain amount of restaurants on the passport.

7- Public Art Project

Commissioner Strang shared that the sub-committee has gathered multiple quotes for the take home snowy from businesses such as Wood From the Hood and Calisota Girl Creations. Vice-Chair Nadeau noted that they would like to set up a table at the City's National Night on August 5th to give out the Snowy's and for people to decorate them. In addition to the wood signs the sub-committee would also like to pursue a urethane rubber Snowy stamp that would be used on concrete. Commissioner Strang asked the public works director Ron Ritchie who will look into the process of getting a custom stamp made. Commissioner Strang described that they see the stamp being around 6 inches and have them hidden



around the City for residents to find. Council Liaison Troy Woods noted that he had spoken with the City Engineer and who said that the stamps could be implemented in the current street and utility improvement project around Casey Lake.

VIII. REPORTS FROM STAFF

Both the 2025 Event Calendar and Budget Update were listed on staff reports.

IX. REPORTS FROM COMMISSIONERS

Commissioner Clark-Williams had no updates.

Vice-Chair Nadeau had no updates.

Commissioner Verma had no updates.

Commissioner Strang had no updates.

Chair Sonnek Community shared that he is volunteering at the Community Clean-up Day on Saturday.

X. REPORTS FROM COUNCIL LIAISON

Council Liaison Troy Woods shared that it is Park clean-up day May 18th and on the 19th there is a fundraiser for the Silver Lake Improvement Association at Mac's. Woods also noted that at the last council meeting they discussed the website update and the user engagement of the City's different social media platforms.

XI. ADJOURNMENT

Chair Sonnek asked for a motion to adjourn the meeting at 7:20 PM.

M/Nadeau, S/Verma

Motion carried 5-0.

The next regularly scheduled Arts and Culture Commission Meeting is Wednesday, June 4, 2025 at 6:30 PM.



To	Date
Arts and Culture Commissioners	June 4, 2025

Agenda Placement # VII.A

Commission Business, Action Items & Recommendations

Subject

Taste of North St. Paul Budget Discussion

Background/Facts

With the new direction of the Taste of North St. Paul event from a large tasting event to a food passport the Communications Coordinator Ava Greimert has proposed a reallocation of the budget due to the likelihood of a smaller cost for a food passport.

Proposed Budget Reallocation:

- \$1,000 – To fund two additional Guided Art Nights, which have been extremely popular since expanding beyond painting. Proposed months: August and December
- \$300 – To support prizes for the Taste of North St. Paul Passport
- \$700 – To support a community craft activity during our September Give-Back Event at Casey Lake, which will feature a Cornhole Tournament and Soup Fest to benefit the Food Shelf. The craft activity will offer a fun and creative option for those not playing in the tournament.

Recommended Action

Attachments

None

Respectfully submitted,
Jordyn Lehman, Community Development Administrative Assistant



To	Date
Arts and Culture Commissioners	June 4, 2025

Agenda Placement # VII.B

Commission Business, Action Items & Recommendations

Subject

2026 Budget Proposals Discussion

Background/Facts

Approve a budget to submit to the City Council for 2026. Attached documents are the proposed 2026 budget and the approved 2025 budget for the ACC.

Recommended Action

Attachments

- 1. ACC Budget Proposals 2026 PDF
- 2. ACC Budget 2025 PDF

Respectfully submitted,
Jordyn Lehman, Community Development Administrative Assistant

Item	Description	Funding Request	New or Ongoing	Justification
1	Utility Box Wraps - Phase 4	7000	Ongoing	Highly popular and relatively low-cost way to add visual interest to public spaces. Looking to expand community engagement and possibly pay artists to paint directly on boxes. Other images may be more costly for copyright.
2	Art Cart Supplies	1000	Ongoing	The Art Cart brings art directly to the people, especially children. We would like to increase funding to improve the quality of the programming, including better supplies and possibly payments to artists to lead sessions with children.
3	Mural Project	12000	Ongoing	For multiple potential murals, including support for murals on private businesses.
4	Public Art	5000	Ongoing	Art projects that would be visible and/or accessible to all residents, including art installations in public spaces, and arts & culture-related activities.
5	Branding & Communications	1000	Ongoing	To increase visibility via photography, event signage, swag, calendar of events, etc.
Total Budget Request		26000		
Events				
1	Autumn Arts Festival	7500	Ongoing	Continuation of a growing city event that has something for all ages.
2	Art Classes & Events (including paint nights, etc.)	2500	Ongoing	To pay artists to lead events.
		10000		
Total Projects and Events Request		36000		

Arts & Culture Commission Budget Proposal: 2025

Item	Description	Funding Request	New or Ongoing	Justification
1	Utility Box Wraps - Phase 3	7000	Ongoing	Highly popular and relatively low-cost way to add visual interest to public spaces. Looking to expand community engagement and possibly pay artists to paint directly on boxes. Other images may be more costly for copyright.
2	Art Cart Supplies	1000	Ongoing	The Art Cart brings art directly to the people, especially children. We would like to increase funding to improve the quality of the programming, including better supplies and possibly payments to artists to lead sessions with children.
3	Mural Project	12000	Ongoing	For multiple potential murals, including support for murals on private businesses.
4	Public Art	5000	New	Art projects that would be visible and/or accessible to all residents, including art installations in public spaces, and arts & culture-related activities.
5	Branding & Communications	1000	Ongoing	To increase visibility via photography, event signage, swag, calendar of events, etc.
Total Budget Request		26000		
Events				
1	Autumn Arts Festival	7500	Ongoing	Continuation of a growing city event that has something for all ages.
2	Art Classes & Events (including paint nights, etc.)	2500	Ongoing	To pay artists to lead events.
3	Asian Night	5000	Ongoing	To pay performers and artists
		15000		
Total Projects and Events Request		41000		



To	Date
Arts and Culture Commissioners	June 4, 2025
Agenda Placement # VII.C	
Commission Business, Action Items & Recommendations	
Subject	
Sub-Committee Updates	
Background/Facts	
Recommended Action	
Attachments	
None	

Respectfully submitted,
Jordyn Lehman, Community Development Administrative Assistant

Budget Report

BUDGET	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
\$1,000 ART CART												
Current Total	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
\$7,000 UTILITY BOX WRAPS												
Current Total	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
\$12,000 MURALS												
Current Total	\$12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
\$1,000 BRANDING AND COMMUNICATION												
Orange Snowy Card Envelopes				\$ 16.98								
Current Total	1,000.00	\$ 1,000.00	\$ 1,000.00	983.02	\$ 983.02	\$ 983.02	\$ 983.02	\$ 983.02	\$ 983.02	\$ 983.02	\$ 983.02	983.02
\$5,000 PUBLIC ART												
Current Total	\$5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
\$2,500 ART NIGHT												
Terracotta Pot Painting with Swetha - 4/17			\$ 270.00									
Candle Making with Heidi - 5/15				\$ 450.00								
Watercolor Bookmarks with Swetha - 6/12					\$ 240.00							
Watercolor Greeting Cards with Swetha - 9/23								\$ 240.00				
Hand Knit Chunky Blanket with Jeremy - 10/16									\$ 1,050.00			
Mandala on Coasters with Swetha - 11/20										\$ 240.00		
Current Total	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	2,230.00	\$ 1,780.00	\$ 1,540.00	\$ 1,540.00	\$ 1,540.00	1,300.00	\$ 250.00	\$ 10.00	10.00

EVENT SCHEDULE PLANNER 2025

EVENT	DATE	TIME	LOCATION	COMMISSIONERS
TASTE OF NORTH ST PAUL	Oct/Nov	TBD	TBD	
ART NIGHT (SWETHA)	April 17 th	6-8:00 PM	CASEY LAKE BUILDING	Nadeau, Verma
ART NIGHT (HEIDI)	May 15 th	6-8:00 PM	CASEY LAKE BUILDING	Verma
ART NIGHT (SWETHA)	June 12 th	6-8:00 PM	CASEY LAKE BUILDING	Black
BIG TRUCK NIGHT	June 13 th	4:30 PM-8 PM	7 TH AVE	All Commissioners
MUSIC IN THE PARKS #1	June 26 th	5:00 PM-6:00 PM	HAUSE PARK	
MUSIC IN THE PARK #2	July 17 th	5:00 PM-6:30 PM	SILVER LAKE	
MUSIC IN THE PARK #3	August 14 th	6:00 PM-7:30 PM	CASEY LAKE	
AUTUMN ARTS FESTIVAL	September 13 th	11 AM -6:00 PM	CASEY LAKE	All Commissioners
ART NIGHT (SWETHA)	September 23 rd	6-8:00 PM	CASEY LAKE BUILDING	Nadeau
ART NIGHT (JEREMY)	October 16 th	6-9:00 PM	CASEY LAKE BUILDING	Black
ART NIGHT (SWETHA)	November 20 th	6-8:00 PM	CASEY LAKE BUILDING	Nadeau

JANUARY							FEBRUARY							MARCH							APRIL							MAY							JUNE							
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	S	M	T	W	T	F	S	
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JULY							AUGUST							SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER							
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