

**July 2, 2025  
6:30 PM**

The Arts & Culture Commission Meeting will be conducted on **July 2, 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 June 4, 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. National Night Out Discussion  
B. 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 August 6, 2025 at 6:30 PM.**



To	Date
Arts and Culture Commissioners	July 2, 2025

**Agenda Placement # IV.A**

Approval of Minutes

**Subject**

Approval of June 4, 2025 Meeting Minutes

**Background/Facts**

**Recommended Action**

**Attachments**

1. 6.4.2025 Minutes

Respectfully submitted,  
Jordyn Lehman, Community Development Administrative Assistant



**Arts & Culture Commission  
Regular Meeting Minutes  
June 4, 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 – Present  
Sharon Clark-Williams, Commissioner - Present  
Laura Strang, Commissioner – Present  
Raquel Soto, Commissioner – Present  
Aliza Verma, Commissioner - Present  
Yued Orozco-Garcia, Student Commissioner – Present  
Troy Woods, Council Liaison - Present

STAFF/LIAISONS

Jordyn Lehman, Staff Liaison - Present

**III. ADOPT AGENDA**

Chair Sonnek called for a motion to adopt the June 4, 2025 meeting agenda.  
M/Soto, S/Black  
Motion carried 7-0.

**IV. APPROVAL OF MINUTES**

A. Approval of May 7, 2025 Meeting Minutes

Chair Sonnek asked for a motion to approve the May 7, 2025 meeting minutes.  
M/Nadeau, S/Clark-Williams  
Motion carried 7-0.

**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. Taste of North St. Paul Budget Discussion

Staff liaison Lehman opened the conversation by introducing a proposed reallocation of the 2025 Taste of North St. Paul budget from City staff. The proposed budget reallocation is \$500 to the Taste of North St. Paul, \$1,000 for two additional Art Nights in 2025, and \$500 for a community craft project for the September Give Back Event.

Commissioner Verma shared that currently the sub-committee has not settled on a number for the budget but she feels that although they likely will not use the full \$2,000 dollars that is currently allocated, that \$500 will likely be too low for this event. Commissioner Verma described that the passport would be around 20 pages, they are looking into pricing for 500 and then 1,000 booklets, and Commissioner Strang is looking into custom snowy stamps for the restaurants to use. Both Commissioners agreed they were not ready to make a decision on budget reallocation at that moment.

#### B. 2026 Budget Discussion

The Commission discussed what they would like to submit to City Council for their proposed 2026 budget and decided on \$7,000 for utility box wraps – phase 4, \$500 for Art Cart supplies, \$12,500 for murals, \$5,000 for public art, and \$1,000 for branding and communications. Additionally, the Commission approved the proposed event budget items from Ava Griemert. Vice-Chair Nadeau called for a motion to adopt this budget proposal with a second from Commissioner Verma. Motion carried 7-0.

#### C. Sub-Committee Updates

##### 1- Mural Project

Commissioner Clark Williams shared that the sub-committee had met with the NSP Historical Society to review applications and she will meet with the Historical society and mural artist tomorrow to get a better understanding their ideas for the project. Vice-Chair Nadeau noted that the Commission is looking into the potential of a mural along the Gateway Trail. Nadeau had reached out to the Gateway Trail Association and they seemed interested in the project.

##### 2- Utility Boxes

Commissioner Strang shared that staff liaison Lehman had received the images for the Heart Hand Utility Box. Staff liaison Lehman confirmed with the Commission that this design was planned to be on the utility box on the corner of 17<sup>th</sup> street and Sean's Way. Lehman informed the Commission that City Manager Frandle felt that the design was very colorful and made a large statement for something that is in a resident's yard and along a busy street and foresees potential issues with that particular design in that location. From this information the Commission felt very confused since the box was on the approved list of utility boxes from the Electric Director. The Commission discussed the matter further and felt that they would like to establish better expectations between the Commission and the City and to develop a consistent approach to projects moving forwards. Commissioner Clark-Williams shared that the sub-committee will be meeting with the Veteran's Park Committee to review applications and choose a design.

##### 3- Art Cart

Chair Sonnek shared that the Art Cart will be at the Big Truck night will be doing water color abstract as well as giving out snowy cards.

##### 4- Art Night

It was noted that the 5/15 candle making Art Night was very well received and the next event is water color bookmarks on 6/12.

##### 5- Autumn Arts Festival

Staff liaison Lehman informed the sub-committee that Events and Communications Coordinator Ava Griemert plan on scheduling monthly meetings with the sub-committee as the event date approaches.

##### 6- Taste of North St. Paul



It was noted that the sub-committee is working on getting a finalized number of businesses who would like to be a part of the Taste of North St. Paul event. Additionally Commissioner Verma passed around a demo of the potential passport.

7- Public Art Project

Commissioner Strang shared that Public Works Director Ron Ritchie found a company called Calico Products who could potentially create rectangular concrete snowy stamps. Vice-Chair Nadeau continued the conversation by noting that they plan on having a table at National Night out to hand out the take home wooden snowy cutouts where there will be a station for people to be able to decorate their snowy. The Commission tentatively plans to purchase 150-200 cutout snowies for \$1,000. The Commission would also like to look into the possibility of selling the snowies for \$5.00 on the City's park rental website.

**VIII. REPORTS FROM STAFF**

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

**IX. REPORTS FROM COMMISSIONERS**

Commissioner Clark-Williams make a clarification on the utility box discussion that the Commission was less upset but more seeking clarification from the City and ultimately this shows the Commission's growth.

Vice-Chair Nadeau had no updates.

Commissioner Verma had no updates.

Commissioner Strang had no updates.

Commissioner Soto had no updates.

Commissioner Black had no updates.

Chair Sonnek had no updates.

Student commissioner shared he was now a student board representative and intends to start a Rotary club at his school.

**X. REPORTS FROM COUNCIL LIAISON**

Council Liaison Troy Woods shared that at the last meeting they had a recap at the Spring Clean-Up Day and what they can do to address the event's issues and how to make the event better next year. Additionally, the Council will discuss the Community Center at the June 17<sup>th</sup> Council Meeting.

**XI. ADJOURNMENT**

Chair Sonnek asked for a motion to adjourn the meeting at 8:20 PM.

M/Aliza, S/Clark-Williams

Motion carried 7-0.

**The next regularly scheduled Arts and Culture Commission Meeting is Wednesday, July 2, 2025 at 6:30 PM.**



**To** **Date**

Arts and Culture Commissioners July 2, 2025

**Agenda Placement # VII.A**

Commission Business, Action Items & Recommendations

**Subject**

National Night Out Discussion

**Background/Facts**

The ACC plans on handing out Take Home Snowies and providing a decorating station at the National Night Out on August 5th. Please discuss a general plan, how many commissioners will be present, what materials are needed, how much space, tables, etc.

**Recommended Action**

**Attachments**

None

Respectfully submitted,  
Jordyn Lehman, Community Development Administrative Assistant



To	Date
Arts and Culture Commissioners	July 2, 2025
<b>Agenda Placement # VII.B</b>	
Commission Business, Action Items & Recommendations	
<b>Subject</b>	
Sub-Committee Updates	
<b>Background/Facts</b>	
<b>Recommended Action</b>	
<b>Attachments</b>	
None	

Respectfully submitted,  
Jordyn Lehman, Community Development Administrative Assistant



To	Date
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Arts and Culture Commissioners	July 2, 2025
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**Agenda Placement # IX.A**

Reports from Staff

**Subject**

2025 Budget & Events Calendar

**Background/Facts**

**Recommended Action**

**Attachments**

1. 2025 Budget Tracker
2. Event Schedule Planner 2025

Respectfully submitted,  
Jordyn Lehman, Community Development Administrative Assistant

### Budget Report

BUDGET	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
<b>\$1,000 ART CART</b>												
<b>Current Total</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>
<b>\$7,000 UTILITY BOX WRAPS</b>												
<b>Current Total</b>	<b>\$7,000.00</b>	<b>\$7,000.00</b>	<b>\$7,000.00</b>	<b>\$7,000.00</b>	<b>\$7,000.00</b>	<b>\$7,000.00</b>	<b>\$7,000.00</b>	<b>\$7,000.00</b>	<b>\$7,000.00</b>	<b>\$7,000.00</b>	<b>\$7,000.00</b>	<b>\$7,000.00</b>
<b>\$12,000 MURALS</b>												
<b>Current Total</b>	<b>\$12,000.00</b>	<b>\$12,000.00</b>	<b>\$12,000.00</b>	<b>\$12,000.00</b>	<b>\$12,000.00</b>	<b>\$12,000.00</b>	<b>\$12,000.00</b>	<b>\$12,000.00</b>	<b>\$12,000.00</b>	<b>\$12,000.00</b>	<b>\$12,000.00</b>	<b>\$12,000.00</b>
<b>\$1,000 BRANDING AND COMMUNICATION</b>												
Orange Snowy Card Envelopes				\$16.98								
<b>Current Total</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>	<b>\$983.02</b>	<b>\$983.02</b>	<b>\$983.02</b>	<b>\$983.02</b>	<b>\$983.02</b>	<b>\$983.02</b>	<b>\$983.02</b>	<b>\$983.02</b>	<b>\$983.02</b>
<b>\$5,000 PUBLIC ART</b>												
Take Home Snowy Artist Agreement - 7/1							\$1,000.00					
<b>Current Total</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	<b>\$4,000.00</b>	<b>\$4,000.00</b>	<b>\$4,000.00</b>	<b>\$4,000.00</b>	<b>\$4,000.00</b>	<b>\$4,000.00</b>
	<b>JANUARY</b>	<b>FEBRUARY</b>	<b>MARCH</b>	<b>APRIL</b>	<b>MAY</b>	<b>JUNE</b>	<b>JULY</b>	<b>AUGUST</b>	<b>SEPTEMBER</b>	<b>OCTOBER</b>	<b>NOVEMBER</b>	<b>DECEMBER</b>
<b>\$2,500 ART NIGHT</b>												
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	
<b>Current Total</b>	<b>\$2,500.00</b>	<b>\$2,500.00</b>	<b>\$2,500.00</b>	<b>\$2,230.00</b>	<b>\$1,780.00</b>	<b>\$1,540.00</b>	<b>\$1,540.00</b>	<b>\$1,540.00</b>	<b>\$1,300.00</b>	<b>\$250.00</b>	<b>\$10.00</b>	<b>\$10.00</b>

# EVENT SCHEDULE PLANNER 2025

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

JANUARY							FEBURARY							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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