

**August 6, 2025
6:30 PM**

The Arts & Culture Commission Meeting will be conducted on **August 6, 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 July 2, 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. Sub-Committee Updates
B. 2026 Project Planning Discussion

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, September 3, 2025 at 6:30 PM.



To	Date
Arts and Culture Commissioners	August 6, 2025

Agenda Placement # IV.A

Approval of Minutes

Subject

Approval of July 2, 2025 Meeting Minutes

Background/Facts

Recommended Action

Attachments

1. 7.2.2025 Minutes

Respectfully submitted,
Jordyn Lehman, Community Development Administrative Assistant



**Arts & Culture Commission
Regular Meeting Minutes
July 2, 2025
6:30 PM**

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

I. CALL TO ORDER

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

II. ROLL CALL

COMMISSION

Tom Sonnek, Chair – Arrived at 6:32 PM
Carey Nadeau, Vice-Chair - Present
Amanda Black, Commissioner – Arrived at 6:33 PM
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

Vice-Chair Nadeau called for a motion to adopt the July 2, 2025 meeting agenda.
M/Clark-Williams, S/Strang
Motion carried 5-0.

IV. APPROVAL OF MINUTES

A. Approval of June 4, 2025 Meeting Minutes

Vice-chair Nadeau asked for a motion to approve the June 4, 2025 meeting minutes.
M/Clark-Williams, S/Soto
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. National Night Out Discussion

Staff liaison Lehman opened conversation by explaining that staff would like to know of any supplies or pre-planning that needed to be in done ahead of the ACC handing out the snowies at National Night Out. Commissioner Soto suggested that the Commission request two tables for the event, one for handing out the cut-outs and another for decorating. The Commissioners also agreed to purchase white exterior latex paint and foam paint brushes for the decorating station.

B. Sub-Committee Updates

1- Mural Project

Commissioner Clark-Williams shared that she had a meeting with a potential artist and the NSP Historical Society to discuss the mural design. The artist has verbally flushed out the design and the next step would be to have a physical mockup created. Commissioner Clark-Williams and Vice-Chair Nadeau explained that no artist has been officially picked.

Vice-Chair Nadeau shared that she had met with an organization that helps to maintain the Gateway Trail regarding interest in a potential mural. They told the Commissioners that they have to check with their staff liaison from the DNR and will get back to the Commission.

2- Utility Boxes

Chair Sonnek relayed some of the points discussed in his conversation with City Manager Frandle prior to the meeting. Chair Sonnek suggested to start drafting parameters for projects, specifically for different utility boxes depending on their location and what needs to be considered and review this with the City.

In regards to the heart hand utility, box Chair Sonnek laid out two possible scenarios moving forwards. One option would be to reach out the residents who live around the utility box to get public feedback. The other option would be to find another utility box for the design such as one of the boxes in Casey Lake Park. Commissioner Black shared that moving the box to a park would have some benefits as people can walk up to and closely examine the design. Commissioner Strang had made a PowerPoint to be used for public outreach. Chair Sonnek suggested that the PowerPoint be sent to Troy and himself for review and then forwarded to the City Manager.

Commissioner Clark-Williams shared that an artist has been selected for the Veteran's Memorial utility box and the design is complete.

3- Art Cart

Commissioner Soto noted that the last two Art Cart events were unfortunately canceled due to rain but they are hopeful they will get out to an event soon. The next event the Art Cart will be at will be the Music in the Park at Silver Lake on July 17th.

4- Art Night

Commissioner Black shared that the last Art Night with Acrylic Studio Arts went very well. She noted that some feedback they had received was that it is difficult to find information about upcoming Art Nights. Additionally the next Art Night will be in September and includes making mandala on coasters.

5- Autumn Arts Festival

Staff liaison Lehman asked on the behalf of Communications and Event Coordinator Ava Griemert for a verbal confirmation of Commissioners who will be attending the Autumn Arts Festival.

6- Taste of North St. Paul

Chair Sonnek shared that the Commission recently received news that the city attorney advised that the City does not pursue the Taste of North St. Paul food passport idea in its current form due to legal concerns. Chair Sonnek relayed his conversation with City Manager Frandle and that the City Manager would reach out to the city attorney to revisit the discussion about the Taste of North St. Paul and what can be done to make this idea work.

Commissioner Verma shared that they have received a quote from a printing company for 1,500 passports and custom stamps for around \$1700. The subcommittee believed this to be an appropriate number as they would like to give these passports out at events such as the Car Show, have some placed with restaurants, the passports are cheaper bought in bulk, and that number is roughly 10% of the NSP population.

7- Public Art Project

Council Liaison Woods relayed his conversation with public works and the City Manager regards the concrete snowy stamp. Work is being done by Casey Lake so the Commission would have to start moving on getting a stamp created if they would like to stamp the concrete on that project. The commissioner agreed it would be good to create criteria to give the contractors on how they want the concrete stamped.

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.

Commissioner Soto had no updates.

Commissioner Black had no updates.

Chair Sonnek had no updates.

Student commissioner had no updates.

X. REPORTS FROM COUNCIL LIAISON

Council Liaison Troy Woods shared that at the last City Council talked on budgets for 2026. Additionally there was discussion on parks and Rec and work being done around Casey Lake Park and Gaga ball pits.

XI. ADJOURNMENT

Vice-chair Nadeau asked for a motion to adjourn the meeting at 7:27 PM.

M/Black, S/Sonnek

Motion carried 7-0.

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



To	Date
Arts and Culture Commissioners	August 6, 2025
Agenda Placement # VII.A	
Commission Business, Action Items & Recommendations	
Subject	
Sub-Committee Updates	
Background/Facts	
Recommended Action	
Attachments	
None	

Respectfully submitted,
Jordyn Lehman, Community Development Administrative Assistant



To	Date
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Arts and Culture Commissioners	August 6, 2025
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Agenda Placement # VII.B

Commission Business, Action Items & Recommendations

Subject

2026 Project Planning Discussion

Background/Facts

Start to think about and plan for projects and events for 2026.

Recommended Action

Attachments

1. ACC Budget Proposal for 2026
2. ACC 2026 Projects

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	500	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	12500	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		

Art Cart:

- Determining what events the Art Cart will be at (even if there is not a specific date listed for events listing “all Music in the Parks events” will suffice)
- Planning what projects will be done and what materials will be needed

Utility Box Wraps

- Determining potential boxes that the ACC would like to wrap
- Considering and determining if boxes may require special considerations due to their location
- Determining if boxes require a call for artist
- Creating a timeline and loose deadlines for the year

Murals

- Determine potential mural location
- Determine if the mural location requires special considerations
- Determine a minimum deadline of when a call for artist should go out

Public Art

- Determine what public art projects the ACC would like to take on

Art Night

- Start researching potential new artists
- Find out from artist their preferred min/max class sizes, rates, how long are the classes, express that the artist will source the materials, general availability, misc needs the artist may need
- Start reaching out to new and returning artist to determine scheduling

For ALL 2026 projects please send me proposals by the January 2026 ACC Meeting. I will draft a proposal outline/form by next meeting for reference.



To	Date
Arts and Culture Commissioners	August 6, 2025
Agenda Placement # IX.A	
Reports from Staff	
Subject	
2025 Budget & Events Calendar	
Background/Facts	
Recommended Action	
Attachments	
<ol style="list-style-type: none">1. Event Schedule Planner 20252. 2025 Budget Tracker	

Respectfully submitted,
Jordyn Lehman, Community Development Administrative Assistant

EVENT SCHEDULE PLANNER 2025

EVENT	DATE	TIME	LOCATION	COMMISSIONERS
TASTE OF NORTH ST PAUL	TBD	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	Nadeau, 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	Art Cart
MUSIC IN THE PARK #2	July 17 th	5:00 PM-6:30 PM	SILVER LAKE	Art Cart
NATIONAL NIGHT OUT	August 5 th	5:00-7:00 PM	CITY HALL	Nadeau, Strang, Soto
MUSIC IN THE PARK #3	August 14 th	6:00 PM-7:30 PM	CASEY LAKE	Art Cart
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							FEBURARY							MARCH							APRIL							MAY							JUNE													
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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												
Veteran's Memorial Box Design - 7/15							\$600.00					
Current Total	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$6,400.00	\$6,400.00	\$6,400.00	\$6,400.00	\$6,400.00	\$6,400.00
\$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												
Take Home Snowy Artist Agreement - 7/15							\$1,000.00					
White Acrylic Latex Paint - 7/10							\$26.13					
Wood Glue - 7/10							\$7.41					
Polyurethane Spray - 7/10							\$9.97					
Canvas Drop Cloths - 7/10							\$23.74					
Foam Paint Brushes - 7/10							\$9.98					
Current Total	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$3,922.77	\$3,922.77	\$3,922.77	\$3,922.77	\$3,922.77	\$3,922.77
	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