

**March 4, 2026
6:30 PM**

The Arts & Culture Commission Meeting will be conducted on **March 4, 2026** 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
Ashley Perfect, 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 February 4, 2026 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

VIII. Old Business

IX. Reports from Staff

- A. 2026 Budget & Events Calendar

X. Reports from Commissioners

XI. Reports from Council Liaison

XII. Adjournment

The next regularly scheduled Arts & Culture Commission meeting is April 1, 2026 at 6:30 PM.



To	Date
Arts and Culture Commissioners	March 4, 2026

Agenda Placement # IV.A

Approval of Minutes

Subject

Approval of February 4, 2026 Meeting Minutes

Background/Facts

Recommended Action

Attachments

1. ACC Minutes 02-04-2026

Respectfully submitted,
Jordyn Lehman, Community Development Administrative Assistant



**Arts & Culture Commission
Regular Meeting Minutes
February 4, 2026
6:30 PM**

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

I. CALL TO ORDER

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

II. ROLL CALL

COMMISSION

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

STAFF/LIAISONS

Jordyn Lehman, Staff Liaison – Present
Ken Roberts, Community Development Director – Present
Jack Brooksbank, City Attorney – Present

III. ADOPT AGENDA

Chair Sonnek called for a motion to adopt the February 4, 2026 meeting agenda.

M/Nadeau, S/Soto
Motion carried 7-0.

IV. APPROVAL OF MINUTES

A. Approval of January 7, 2026 Meeting Minutes

Chair Sonnek asked for a motion to approve the January 2026 meeting minutes.

M/Perfect, 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. Commission Training with City Attorney Jack Brooksbank

City Attorney Jack Brooksbank reviewed and discussed the following topics with the Commission: Open Meeting Laws, Data Practices, Conflicts of Interest, Gift Laws, Role of the City Manager and Robert's Rules of Order.

Commissioners asked for further clarification on best conduct in instances of chance encounters with other Commissioners. In summary, Brooksbanks advised the Commissioners to give their best effort to avoid instances of chance encounters that lead to a quorum as it is difficult to prove that no City business was discussed. Chance encounters will happen and do not always mean a violation of open meeting laws but keeping the encounters brief and not seeking other Commissioners out is ideal. If there is knowledge that a quorum could be met, especially for a scheduled City Event then it is recommended to notify the City so proper notifications can be sent out.

Commissioner Perfect inquired on how photos taken by Commissioners for promotion of City events should be handled. Brooksbank recommended sending the photos to the Commissioners City emails and then deleting the photos off their personal device so that the information remains intact in a City account and is removed from the personal device.

Vice-Chair Nadeau inquired about monetary donations and the rules regarding the subject. Brooksbank noted that donations can be accepted by the City Council with the money earmarked for a specific purpose but the City cannot solicit donations.

Commissioner Clark-Williams asked questions regarding voting on changing money allocations and purchasing small items such as supplies for the Art Cart. Brooksbank noted that money moved for internal record keeping should be voted on by the Commission and when a contract goes to Council that is when council would "approve" that specific budget reallocation. Brooksbank advised that purchasing small items does not need a vote if there is consensus regarding the purchase and it should be conducted during meetings for the greatest transparency.

B. Review of Commission Expectations with Ken Roberts

Community Development Director Ken Roberts gave a presentation to the Commission to review expectations for the Commission and City Staff. Roberts reviewed the Commissions Bylaws and noted that project proposal forms will be required for projects moving forwards.

C. Sub-Committee Updates

1- Autumn Arts
No updates from the Commission.

2- Murals
No updates from the Commission.

3- Utility Boxes
Commissioner Clark-Williams shared she has submitted a project proposal form for the Minnesota Photography utility both and plans on pivoting on the design for the second utility box design. She is currently working on the proposal form for the new design.

4- Art Night

Vice-Chair Nadeau shared that the first Art Night of 2026 is scheduled for tomorrow February 5th. The activity included is painting mandala on mugs and all 15 spots for the class have been filled.

5- Art Cart

Vice-Chair Nadeau shared that the sub-committees for Art Cart and Art Night are proposing to combine. The sub-committee proposes hiring artists to lead Art Cart activities in a similar way to how Art Nights are conducted.

6- Public Art Project

Vice-Chair Nadeau shared that a date to present the Coin Press to City Council has been set for March 17th.

VIII. REPORTS FROM STAFF

Both the 2025 Event Calendar and 2026 Budget Tracker Sheet were listed on the staff reports.

Staff liaison Lehman requested direction on the budget as the coin press exceed the amount budgeted for public art projects in 2026. The Commission agreed to move money from the mural budget to the public art project to cover the cost.

IX. REPORTS FROM COMMISSIONERS

Vice-Chair Nadeau had no updates related to City business.

Commissioner Clark-Williams had no updates related to City business.

Commissioner Perfect had no updates related to City business.

Commissioner Strang had no updates related to City business.

Commissioner Soto had no updates related to City business.

Commissioner Verma had no updates related to City business.

Chair Sonnek had no updates related to City business.

X. REPORTS FROM COUNCIL LIAISON

Council Liaison Troy Woods was absent from the meeting.

XI. ADJOURNMENT

Chair Sonnek asked for a motion to adjourn the meeting at 7:59 PM.

M/Clark-Williams, S/Perfect

Motion carried 7-0.

The next regularly scheduled Arts and Culture Commission Meeting is Wednesday, March 4, 2026 at 6:30 PM



To	Date
Arts and Culture Commissioners	March 4, 2026
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
Arts and Culture Commissioners	March 4, 2026

Agenda Placement # IX.A

Reports from Staff

Subject

2026 Budget & Events Calendar

Background/Facts

Recommended Action

Attachments

1. Event Schedule Planner 2026
2. 2026 Budget Tracker

Respectfully submitted,
Jordyn Lehman, Community Development Administrative Assistant

EVENT SCHEDULE PLANNER 2026

EVENT	DATE	TIME	LOCATION	COMMISSIONERS
ART NIGHT (SWETHA)	February 5th	6-8:00 PM	CASEY LAKE BUILDING	Nadeau
ART NIGHT (LISA RITCHIE)	March 19 th	6:30-8:30 PM	CASEY LAKE BUILDING	Nadeau
ART NIGHT (FRENCHIE)	April 16 th	6-8:00 PM	CASEY LAKE BUILDING	Nadeau
ART NIGHT (HEIDI)	May 7 th	6-8:00 PM	CASEY LAKE BUILDING	Perfect
MUSIC IN THE PARK # 1 (KIDS)	May 22 nd	4:30-5:30 PM	HAUSE PARK	
TIME CAPSULE OPENING	June 25 th	6:00-8:30 PM	SCOUT MUSEUM	All as able
MUSIC IN THE PARK #2	July 9 th	5:00-6:30 PM	CASEY LAKE	
BIG TRUCK NIGHT	July 10 th	4:30-8:00 PM	7 TH AVE	All as able
AUTUMN ARTS FESTIVAL	September 12 th	10 AM-5:00 PM	CASEY LAKE	All as able
FALL ROUND-UP PARADE	September 17 th	6-8:00 PM	7 TH AVE	All as able
ART NIGHT (JEREMY)	October 15 th	6-8:30 PM	CASEY LAKE BUILDING	Sonnek
ART NIGHT (FOHRENKAMM)	November 19 th	6:30-8:30 PM	CASEY LAKE BUILDING	Perfect
HOLLY JOLLY NIGHT	December 4th	6-9:30 PM	CASEY LAKE	All as able

JANUARY							FEBURARY							MARCH							APRIL							MAY							JUNE									
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JULY							AUGUST							SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER									
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							31																			30																		

Budget Report

BUDGET		JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
\$500	ART CART												
	Paper Plates			\$5.58									
	Tablecloths			\$9.98									
	Current Total	\$500.00	\$500.00	\$484.44	\$484.44	\$484.44	\$484.44	\$484.44	\$484.44	\$484.44	\$484.44	\$484.44	\$484.44
\$7,000	UTILITY BOX WRAPS												
	Heart Hands Utilty Box Wrap/Design						\$3,150.00						
	Current Total	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$3,850.00	\$3,850.00	\$3,850.00	\$3,850.00	\$3,850.00	\$3,850.00	\$3,850.00
\$11,125	MURALS												
	Current Total	\$11,125.47	\$11,125.47	\$11,125.47	\$11,125.47	\$11,125.47	\$11,125.47	\$11,125.47	\$11,125.47	\$11,125.47	\$11,125.47	\$11,125.47	\$11,125.47
\$1,000	BRANDING AND COMMUNICATION												
	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
\$6,375	PUBLIC ART												
	Penny Press			\$6,374.53									
	Snowy Concrete Stamp												
	Current Total	\$6,374.53	\$6,374.53	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
\$4,000	ART NIGHT												
	Mandala on Mugs 2/5/2026		\$270.00										
	Paint on Canvas 3/19/2026			\$157.03									
	Cookie Decorating 4/16/2026				\$750.00								
	Candle Making 5/7/2026					\$600.00							
	Snowman Pillow 10/15/2025									\$900.00			
	Fall Themed Craft 11/19/2025											\$250.00	
	Current Total	\$4,000.00	\$3,730.00	\$3,572.97	\$2,822.97	\$2,222.97	\$2,222.97	\$2,222.97	\$2,222.97	\$2,222.97	\$1,322.97	\$1,072.97	\$1,072.97