



GOVERNOR'S EXECUTIVE ORDER N-29-20**
CORONAVIRUS COVID-19
AND SAN MATEO COUNTY HEALTH DIRECTIVE
FROM MARCH 17, 2020**

On March 17, 2020, the Governor of California issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the current Shelter-In-Place Order issued by the San Mateo County Health Officer which became effective on March 17, 2020, and which was updated and recently extended on April 29, 2020; the statewide Shelter-In-Place Order issued by the Governor in Executive Order N-33-20 on March 19, 2020; and the CDC's social distancing guidelines which discourage large public gatherings, San Bruno City Hall is no longer open to the public for meetings of the Culture and Arts Commission.

If you would like to make a Public Comment on an item not on the agenda, or comment on a particular agenda item, please email us at twallace@sanbruno.ca.gov. The length of all emailed comments should be commensurate with the three minutes customarily allowed per speaker, which is approximately 300 words total. Emails received before the special or regular meeting start time will be forwarded to the Culture and Arts Commission, posted on the City's website and will become part of the public record for that meeting. If emailed comments are received after the meeting start time, or after the meeting ends, they will be forwarded to the Culture and Arts Commission and filed with the agenda packet becoming part of the public record for that meeting.

Individuals who require special assistance of a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, agenda packet or other writings that may be distributed at the meeting, should contact Tim Wallace, Community Services Superintendent, 48 hours prior to the meeting at (650) 616-7084 or by email at twallace@sanbruno.ca.gov. Notification in advance of the meeting will enable the City of San Bruno to make reasonable arrangements to ensure accessibility to this meeting, the materials related to it, and your ability to comment.

**CULTURE AND ARTS COMMISSION
MEETING AGENDA**

Thursday, January 20, 2022 • 6:30 p.m.

WELCOME TO OUR COMMISSION MEETING

Zoom Meeting Details:

Please click this URL to join.

<https://sanbruno-ca-gov.zoom.us/j/83905087630>

Password:

503582

Or join by phone:

US: +1 669 900 9128

Meeting ID: 839 0508 7630

1. **CALL TO ORDER/ROLL CALL:** Chair Melissa Rohlf, Vice Chair Pamela Madden, Pamela Gamble, Jeanne George, Janet Monaghan, Melodie Tobin.
2. **PLEDGE OF ALLEGIANCE:**
3. **REVIEW OF AGENDA:**
4. **ACCEPTANCE OF THE MINUTES:** November 18, 2021
5. **CONSENT CALENDAR:**
6. **PUBLIC COMMENT ON ITEMS NOT ON AGENDA:** (Note: Commission's policy is to refer matters raised in this forum to staff for investigation and/or action where appropriate. State Law, known as the "Brown Act", prohibits Commission from discussing or acting upon any matter that is not on the agenda. Non-agenda issues raised by members of the public or by the Commission may, at the discretion of the Commission, be scheduled for consideration at future meetings.)
7. **UNFINISHED BUSINESS:**
8. **NEW BUSINESS:**
 - a. Receive Presentation From Steve Okamoto, Vice-President of the Tanforan Assembly Center Memorial Committee
 - b. Approve Recommendation to City Council to Fund an Appropriation of \$50,000 from the City Art Fund in Support of the Construction of a Tanforan Memorial at the San Bruno BART Station
 - c. Approve Recommendation to City Council to Fund an Appropriation from the City Art Fund not the exceed \$2,600 to Sponsor a Community Services Department Juneteenth Event
 - d. Approve 2022 Meeting Schedule of the Commission
 - e. Conduct Election of Commission Officers for 2022
9. **ITEMS FROM COMMISSION MEMBERS:**
10. **ITEMS FROM STAFF:**
11. **ADJOURNMENT**

The next Regular Culture and Arts Commission Meeting will be held on Thursday, February 17, 2022 at 6:30 p.m.

**** POSTED PURSUANT TO LAW ****



MEETING MINUTES

Culture and Arts Commission November 18, 2021

1. **CALL TO ORDER/ROLL CALL:** Vice Chair **Madden** called the meeting of the Culture and Arts Commission to order at 6:32 p.m. Commissioners Present: Chair Rohlfs, Vice Chair Pamela Madden, Jeanne George, Janet Monaghan, and Melodie Tobin. Absences: Gamble. Staff Present: Mottola and Wallace.
2. **PLEDGE OF ALLEGIANCE:** Commissioner **Tobin** led the Pledge of Allegiance.
3. **REVIEW OF AGENDA:** No changes.
4. **ACCEPTANCE OF MINUTES:** Minutes from October 21, 2021. **MSC Tobin/Madden.** Accepted 4-0-1.
5. **CONSENT CALENDAR:** None. **DRAFT**
6. **PUBLIC COMMENT:** None.
7. **UNFINISHED BUSINESS:** None.
8. **NEW BUSINESS:**
 - a. Approve Recommendation to City Council to Fund an Appropriation from the City Art Fund an Amount not to Exceed \$2,600 to Sponsor a Community Services Department Chinese New Year Event – **Superintendent Wallace** presented. Chinese New Year celebrations will begin on February 1, 2022 and end on February 15, 2022. Staff would like to expand it this year by adding Chinese lion dancers and traditional Chinese music as well as hold it at the Senior Center. **Commissioner George** asked what day the event would take place. **Superintendent Wallace** stated tentatively January 20th. It would be held a little bit before Chinese New Year actually begins because it is easier to book the performers and it won't interfere with other Chinese New Year celebrations. **Commissioner Monaghan** asked who on staff will be in charge of the event. **Superintendent Wallace** stated that Han-Ching Wong would be the point person. **MSC Tobin/George.** Passed 5-0.
 - b. Approve Draft 2022 Commission Working Calendar – **Superintendent Wallace** presented. Commission discussed. **MSC George/Madden.** Passed 5-0.
9. **ITEMS FROM COMMISSION MEMBERS:**

Vice-Chair Madden thought the presentation from the Peninsula Art Museum at last month's meeting was very informative. **Superintendent Wallace** stated that someone from the SFO

Museum will present at the February commission meeting.

Chair Rohlfs asked if everyone had seen Commissioner Monaghan on KQED's Check Please Bay Area.

Commissioner George reminded Superintendent Wallace and Commissioner Monaghan that they would be meeting on Saturday, December 4th to judge the San Mateo Avenue holiday window decorating contest. **Superintendent Wallace** stated they would be meeting at 5pm and would email them with the location.

10. **ITEMS FROM STAFF:** None.

11. **ADJOURNMENT:** With no other business to be conducted, **Chair Rohlf**s adjourned the meeting at 6:51 p.m.

DRAFT



DATE: January 20, 2022

TO: Culture and Arts Commission

FROM: Tim Wallace, Community Services Superintendent

SUBJECT: Approve Recommendation to City Council to Fund an Appropriation of \$50,000 from the City Art Fund in Support of the Construction of a Tanforan Memorial at the San Bruno BART Station

BACKGROUND:

From April 28 to October 13, 1942, the Tanforan Horse Track was used as an assembly center and detained approximately 8,000 Bay Area Japanese Americans, most of whom were U.S. citizens, until they were shipped to more permanent internment camps. This was done without charges being filed and without the due process guaranteed under the U.S. Constitution. The bulk of the population of the Tanforan Assembly Center came from the San Francisco Bay Area, including Alameda, Contra Costa, San Mateo, San Francisco, and Santa Clara counties.

The Tanforan Assembly Center Memorial Committee (TACMC) was formed in 2012 and initiated a photographic exhibition of the works of Dorothea Lange and Paul Kitagaki, Jr., displayed inside the San Bruno BART station. The photos include ones taken by Lange in 1942 of families destined for the Tanforan Assembly Center and others taken 60 years later by Kitagaki, whose parents and grandparents were subjects of some of the original Lange photos. The photographic exhibit was installed in 2012 and remains at the BART station today.

DISCUSSION:

Soon after the Lange/Kitagaki photo exhibit installation, TACMC began work on a permanent Tanforan Assembly Center memorial installation on the San Bruno BART station plaza.

Key features of the memorial will include a bronze statue of two young girls, the Mochida sisters, modeled after a Lange photo of the Mochida family headed off to be interned, a replica horse stall, which some internees were forced to live in, and signs listing the names of the 8,000 people interned there. The location of the memorial is outside the pay gates on the west side of the BART station, just south of the path to the food court at the Shops at Tanforan and next to the Target parking structure (behind the San Bruno police station).

The project budget is approximately \$1 million for construction and another \$50,000 for a maintenance fund. Thus far, TACMC has raised about \$950,000 for the project. TACMC is currently looking to raise an additional \$100,000 in the next couple of months to cover the construction costs and seed the maintenance fund.

RECOMMENDATION:

Staff recommends the Commission approve a recommendation to the City Council that \$50,000 be appropriated from the City Art Fund for the construction costs of the Tanforan Assembly Center Memorial on the San Bruno BART station plaza.

FISCAL IMPACT:

\$50,000 appropriation from the City Art Fund. As of January 3, 2022, the Art Fund has a balance of \$393,885.

ATTACHMENTS:

Rendering of Tanforan Assembly Center Memorial





DATE: January 20, 2022
TO: Culture and Arts Commission
FROM: Tim Wallace, Community Services Superintendent
SUBJECT: Recommendation to City Council to Fund an Appropriation from the City Art Fund an Amount not to Exceed \$2,600 to Sponsor a Community Services Department Juneteenth Event

BACKGROUND:

Juneteenth is a holiday commemorating the emancipation of African-American slaves. It is also a day to celebrate African-American culture. Juneteenth is sometimes referred to as Jubilee Day, Emancipation Day, Freedom Day, and Black Independence Day.

Juneteenth is traditionally celebrated on June 19th due to the fact that Union Army General Gordon Granger proclaimed on June 19, 1865, freedom for slaves in Texas, the last Confederate state with institutional slavery.

Celebrations of Juneteenth began in 1866 in Texas and slowly spread across the South. Today, Juneteenth is celebrated nationwide, and Juneteenth officially became a federal holiday in 2021.

Juneteenth activities can include, but are not limited to, rodeos, street fairs, cookouts, family reunions, and park parties.

DISCUSSION:

Staff is proposing a San Bruno Juneteenth event. The Community Services Department staff have not previously organized a Juneteenth event. Not surprisingly, the event will be held in June, 2022. Specific activities for the event have not been planned.

Staff will work with local members of the African-American community and with African-American organizations to plan and organize the event. This will ensure that a respectful and authentic event of which the San Bruno community can be proud is presented.

RECOMMENDATION:

Staff recommends that the Commission recommend to the City Council a funding appropriation from the City Art Fund an amount not to exceed \$2,600 to Sponsor a Community Services Juneteenth event.

These funds will be used to hire performers, as well as purchase necessary supplies such as refreshments and decorations.

FISCAL IMPACT:

Up to \$2,600.

ATTACHMENTS:

None



DATE: January 20, 2022
TO: Culture and Arts Commission
FROM: Tim Wallace, Community Services Superintendent
SUBJECT: Approve 2022 Meeting Schedule of the Commission

BACKGROUND:

At the beginning of each calendar year, the Commission is provided with the draft schedule of the upcoming year's meeting calendar.

DISCUSSION:

The proposed 2022 meeting schedule is as follows:

- January 20
- February 17
- March 17
- April 21
- May 19
- June 16
- July 21
- August 18
- September 15
- October 20
- November 17
- December 15

All Regularly scheduled meetings are scheduled at 6:30 p.m. and are held virtually via Zoom or in-person at City Hall in Conference Room 115.

FISCAL IMPACT:

None.

ATTACHMENTS:

None.



DATE: January 20, 2022
TO: Culture and Arts Commission
FROM: Tim Wallace, Community Services Superintendent
SUBJECT: Conduct Election of Commission Officers for 2022

BACKGROUND:

According to the Culture and Arts Commission By-Laws, the Commission shall elect a Chair and Vice-Chair in January of each year.

DISCUSSION:

The Commission will discuss and elect a Chair and Vice-Chair from amongst its members for 2022.

FISCAL IMPACT:

None.

ATTACHMENTS:

None.