



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, May 19, 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/85433738090>

Password:

193501

Or join by phone:

US: +1 669 900 9128

Meeting ID: 854 3373 8090

1. **CALL TO ORDER/ROLL CALL:** Chair Pamela Madden, Vice Chair Janet Monaghan, Pamela Gamble, Jeanne George, Melissa Rohlf.
2. **PLEDGE OF ALLEGIANCE:**
3. **REVIEW OF AGENDA:**
4. **ACCEPTANCE OF THE MINUTES:** March 17, 2022
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. Review Submissions and Select Artists for the Community Art Gallery Program 2022-23
 - b. Adopt Movies in the Park Film Selection Process Document and Select Movies for Public Voting
9. **ITEMS FROM COMMISSION MEMBERS:**
10. **ITEMS FROM STAFF:**
11. **ADJOURNMENT**

**The next Regular Culture and Arts Commission Meeting will be held
on Thursday, June 16, 2022 at 6:30 p.m.**

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



MEETING MINUTES
Culture and Arts Commission
March 17, 2022

1. **CALL TO ORDER/ROLL CALL:** **Chair Madden** called the meeting of the Culture and Arts Commission to order at 6:41 p.m. Commissioners Present: Chair Madden, Vice Chair Janet Monaghan, Jeanne George, and Melissa Rohlfs. Excused Absence: Gamble and Tobin. Staff Present: Mottola and Wallace.
2. **PLEDGE OF ALLEGIANCE:** **Commissioner George** led the Pledge of Allegiance.
3. **REVIEW OF AGENDA:** No changes.
4. **ACCEPTANCE OF MINUTES:** Minutes from February 17, 2022. **MSC George/Monaghan.** Accepted 3-0-1.
5. **CONSENT CALENDAR:** None.
6. **PUBLIC COMMENT:** None.
7. **UNFINISHED BUSINESS:** None.
8. **NEW BUSINESS:**
 - a. Discuss process for selection of films for Movies in the Park – **Superintendent Wallace** presented. Staff is recommending categories for the public to vote on so there is a variety of movies shown. The commission discussed categories. Comedy, animation/children, action, and drama were decided on.
9. **ITEMS FROM COMMISSION MEMBERS:** None.
10. **ITEMS FROM STAFF:**

Superintendent Wallace announced that Melodie Tobin resigned today due to her move out of the area.
11. **ADJOURNMENT:** With no other business to be conducted, **Chair Madden** adjourned the meeting at 6:55 p.m.



DATE: May 19, 2022
TO: Culture and Arts Commission
FROM: Tim Wallace, Community Services Superintendent
SUBJECT: Review Submissions and Select Artists for the Community Art Gallery Program 2022-23

BACKGROUND:

The Culture and Arts Commission produces a call for artists each year for the Community Art Gallery program. The Commission then selects three artists to exhibit their works at the Library for four months each, in succession.

DISCUSSION:

A Call for Artists was developed and distributed with a deadline date of March 18. The Commission received 30 submissions for consideration, the largest number of submissions in several years. Each artist submitted at least five, but not more than 15 digital images of the works they proposed to exhibit. These images have been transferred to a PowerPoint slideshow which will be shown to the Commission at its May meeting. Each Commissioner is requested to assign scores to each artist's overall submission.

Commissioners are requested to score submissions based on technical expertise, creativeness, and appropriateness of the images. San Mateo County artists will be awarded additional consideration in recognition of their contribution to the local community.

Winning artists will be notified of the results by May 24. These artists will begin exhibiting their works at the San Bruno Library by July 1.

FISCAL IMPACT:

Each selected artist will be awarded a \$250 stipend.

ATTACHMENTS:

None.



DATE: May 19, 2022
TO: Culture and Arts Commission
FROM: Tim Wallace, Community Services Superintendent
SUBJECT: Adopt Movies in the Park Film Selection Process Document and Select Movies for Public Voting

BACKGROUND:

The Commission has sponsored Movies in the Park for many years. This popular program consists of the screening of popular films every Friday evening in City Park in the month of September.

Traditionally the general public is offered the opportunity to express their desire for screening particular films by voting for their favorites online. The public is requested to select from a single list of titles that is developed by the Commission. The list normally consists of ten films and includes movies of various genres, mediums, and target age groups.

In 2021, the four movies with the most votes were all animated films intended for a younger audience. Due to a lack of a quorum at meetings prior to the screening of the films and the fact that there did not exist any documentation that films other than those with the most votes should be selected, Staff selected to screen the films with the most votes.

DISCUSSION:

After the films were screened, multiple Commissioners expressed their disappointment with the fact that all four films were animated. Based on the desire to not repeat a similar outcome in the future, Staff brought forth an item to the Commission's March meeting encouraging Commissioners to discuss methods in which the public's vote results in the films with the highest number votes being screened while also ensuring that a variety of films are selected.

Commissioners discussed various methods in which the public's vote could be adopted while still selecting a variety of films. Ultimately, Commissioners came to consensus and determined that dividing films into four categories and asking members of the public to vote for one film in each category was determined to be the best method to ensure a variety of films are screened. Commissioners also were in favor of voting to confirm that the film with the highest number of votes in each category would be confirmed by the Commission to be the film that would be screened.

The four film categories chosen by Commissioners consist of Comedy, Action, Drama, and Children's Animation.

Based on this guidance, Staff have developed a process document for the Commission to review and adopt. This document describes the process by which films are to be selected for Movies in the Park.

Immediately following adoption of the Movies in the Park Film Selection Process document, the Commission will select up to five films from the attached list (Attachment 2) in four different categories for public voting.

The tentative dates for film screenings this year are:

- Friday, September 2
- Friday, September 9
- Friday, September 16
- Friday, September 23
- Friday, September 30

RECOMMENDATION:

Staff recommends the Commission adopt the attached (Attachment 1) process document in order to guide its selections of films for the Movies in the Park program. Following adoption of the process document, Staff recommends the Commission then select five films from each of the four categories listed in Attachment 2 for public voting.

FISCAL IMPACT:

None.

ATTACHMENTS:

1. Movies in the Park Selection Process
2. Films for Potential Movies in the Park Public Voting



DATE: May 19, 2022
TO: Culture and Arts Commission
FROM: Tim Wallace, Community Services Superintendent
SUBJECT: Attachment 1 - Movies in the Park Selection Process

BACKGROUND:

The City of San Bruno has a long-standing tradition of screening one film every Friday evening in September. This program, titled Movies in the Park, continues to be very popular, consistently drawing over 100 members of the public for each film.

The following describes the process by which films are to be selected for screening.

DISCUSSION:

Every spring Staff will bring to a Commission meeting a list of film titles. Prior to the Commission meeting, Staff will assign each of these titles a film category. As determined by the Commission at its March 2022 meeting, film categories consist of:

1. Comedy
2. Action
3. Drama
4. Children's Animation

The Commission may move films from one category to another at a public meeting prior to public voting. Once public voting commences, the moving of films from one category to another will not be allowed.

The Commission will select not more than 5 titles for each category. Once these film titles are selected for public vote, Staff will invite the public to cast votes for a period of at least 4 weeks, but not more than 6 weeks.

Once the public voting period is closed, Staff will tally the votes. The film with the most votes in each category will be screened at Movies in the Park.

In the event there are five Fridays in September, the film with the 5th highest overall vote total will be screened, regardless of which category the film resides.

Staff will report the results of the public voting to the Culture and Arts Commission at the Commission meeting immediately following the end of the voting period. The reporting of the voting results will be informational only. No vote will be taken by the Commission regarding which films to screen and no films will be screened other than the films with the highest vote total in each category, plus the film with the 5th highest vote total overall, if there are five Fridays in September.



DATE: May 19, 2022
TO: Culture and Arts Commission
FROM: Tim Wallace, Community Services Superintendent
SUBJECT: Attachment 2 – Films for Potential Movies in the Park Public Voting

Movie List

Commission is to Select Five Films from Each of Four Categories for Public Voting

Comedy

Annie (2014 version)
Clifford the Big Red Dog
Free Guy
The Greatest Showman
Jungle Cruise
Mr. Popper's Penguins
Night at the Museum: Battle of the Smithsonian
Marley & Me

Action

Avengers: Endgame
Dune (2021 version)
Mulan (Live Action) (2020 version)
Shang-Chi & the Legend of the Ten Rings
Snake Eyes: G.I. Joe Origins
Spider-Man: No Way Home
Wonder Woman: 1984

Drama

Akeelah and the Bee
A Beautiful Day in the Neighborhood
The Call of the Wild (2020 version)
A Dog's Journey
Finding You
Little Women (2019 version)
The Lion King (live action) (2019 version)
Minari
The Secret Garden (2020)
West Side Story
Zoo

Children's Animation

The Addams Family 2
The Bad Guys
The Croods: A New Age
Encanto
The LEGO Movie: The Second Part
Luca
The Mitchells vs the Machines
Pokemon Detective Pikachu
The Secret Life of Pets 2
Sing 2
Sonic the Hedgehog
Space Jam: A New Legacy
Spider-man: Into the Spider-Verse
Spies in Disguise
Turning Red
Trolls: World Tour

Films Screened Over the Past Five Years for Movies in the Park

Movies Screened in 2016

Star Wars: The Force Awakens
The Minions Movie
Finding Nemo
The Good Dinosaur
Zootopia

Movies Screened in 2017

Hocus Pocus
Moana
Jungle Book – Live Action
Sing
Raiders of the Lost Ark

Movies Screened in 2018

Black Panther
Paddington 2
Jumangi – Welcome to the Jungle
Coco

Movies Screened in 2019

Captain Marvel
Mary Poppins Returns
Bumblebee
Ralph Breaks the Internet

Movies Screened in 2021

Raya and the Last Dragon
Wall-E
Soul
Frozen II