

# “The City With a Heart”



Melodie Tobin, Chair  
Pamela Gamble, Vice Chair  
Jeanne George, Commissioner  
Bardi Rosman Koodrin, Commissioner  
Carolyn Livengood, Commissioner  
Pamela Madden, Commissioner  
Tami Parker, Commissioner

## MINUTES CULTURE AND ARTS COMMISSION MEETING JULY 18, 2013 6:30 p.m.

Meeting Location: San Bruno City Hall Conference Room 115  
567 El Camino Real, San Bruno

1. **CALL TO ORDER: THIS IS TO CERTIFY THAT** the San Bruno Culture and Arts Commission was called to order by Chair Tobin at 6:43 p.m., Thursday, July 18, 2013.
2. **ROLL CALL/PLEDGE OF ALLEGIANCE:**  
Present:  
Chair Tobin, Commissioners Livengood, Madden, Parker and Rosman Koodrin.  
Staff: Burns, Alita, and Giffether
3. **ANNOUNCEMENTS:** None.
4. **REVIEW OF AGENDA:** The Agenda for July 18, 2013 was accepted as presented.
5. **APPROVAL OF MINUTES:** The minutes of June 20, 2013 will be reviewed at the August meeting.
6. **CONDUCT OF BUSINESS**
  - a. Update on Movies in the Park: Movies receiving the highest votes so far are: Brave, Wreck-it-Ralph, Avengers, Hunger Games, and Oz the Great and Powerful. A sub-committee consisting of Chair Tobin and Vice-Chair Gamble will meet on August 2, 2013 to finalize the movie selections.
  - b. Discuss Centennial Art Project RFQ Process: Staff handed out the timeline for RFQ submittals. Commissioners are encouraged to attend the optional site meeting scheduled for Friday, September 6, 2013 at 2:00pm. Prospective artists, Commissioners and Staff will meet at City Hall and proceed to the site. Artists will be able to ask questions of the Commission at this time. At the October 17, 2013 regular Commission meeting, Commissioners will review applications and decide which artists to interview. On November 21, 2013, Commissioners will conduct interviews and select up to three artists to produce renderings. The Commission will change its regularly scheduled meeting in January from Thursday, January 16, 2014 to Tuesday, January 14, 2014 and develop a final recommendation for the City Council. Staff is developing an advertising plan. As of now, the RFQ will be

published online at the California Arts Council. The RFQ will also be sent to San Mateo County Fair participants, the Society of Western Artists, Skyline College, local arts councils, and regional and national arts organizations. Staff will work on an evaluation tool and share a draft with Commissioners at the September Commission meeting.

- c. Discuss Shakespeare in the Park Event for October 2013: The San Francisco Shakespeare Festival will perform Julius Caesar in City Park on Sunday, October 20, 2013 at 2:00pm. Staff will work on advertising in FOCUS, Channel 1, Community Services Newsletter, Capuchino High school and Skyline College.

**7. NEW BUSINESS:** None.

**8. STAFF REPORTS:**

- a. Update on Grade Separation Arch and Posy Park Water Feature: Staff shared a photo rendering of the approved water feature at the new Grade Separation. Commissioners inquired as to ways to aesthetically address the east side of the grade separation. Once Caltrain has completed the current work, Staff will return to the Commission for further discussion on this topic.

**9. CORRESPONDENCE:** None.

**10. INFORMATION SHARING BY COMMISSIONERS:** Commissioner Koodrin is receiving the Jack London Award from the California Writers Club for her work with the San Mateo County Fair.

**11. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA:** None.

**12. AGENDA-BUILDING FOR NEXT MEETING AND FUTURE MEETINGS**

- Update on Movies in the Park
- Update on Centennial Art Project RFQ Process

**13. ADJOURNMENT:** 7:18 p.m.

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Tracey Gilfether  
Library Services Coordinator

Cc: Mayor and City Council  
City Manager  
City Attorney  
City Clerk  
Community Services Director  
Community Development Director  
Assistant Library Services Director