



**MEETING MINUTES**

**San Bruno Culture and Arts Commission  
Thursday, November 19, 2015 at 6:30 p.m.  
San Bruno City Hall, Conference Room 115  
567 El Camino Real, San Bruno, CA 94066**

1. **CALL TO ORDER:** Chair Parker called the meeting to order at 6:38 p.m.
2. **ROLL CALL/PLEDGE OF ALLEGIANCE:** Present: Chair Tami Parker, Vice Chair Carolyn Livengood, Jeanne George, Bardi Rosman Koodrin, Pamela Madden, Melodie Tobin. Absent: Pamela Gamble. Staff Present: Kerry Burns, Ludmer Aker, Tracey Gilfether.
3. **ANNOUNCEMENTS:** None.
4. **PRESENTATIONS:** Culture and Arts Commission thanked Tracey Gilfether for her service to the Commission.
5. **REVIEW OF AGENDA:**
6. **APPROVAL OF MINUTES:** M/S Tobin and Livengood approved the minutes of the August 20, 2015 meeting. Approved unanimously.
7. **PUBLIC COMMENT ON ITEMS NOT ON AGENDA:** None.
8. **CONDUCT OF BUSINESS:**
  - a. Oral Report on Status of Centennial Mosaic Mural Project and Encroachment Permit: Community Services Director Burns informed the Commission that the JPB agreement had been signed by City Manager Connie Jackson, but had yet been signed by the JPB. Director Burns promised to keep the Commission informed on the status of the permit and installation.
  - b. Continued Discussion on Traffic Signal Boxes Art Project: The Commission reviewed a Google Map with all the locations of signal boxes, **M/S George/Madden made a motion the the Commission move forward with an art project on the following traffic signal controller boxes, pending confirmation by staff that they are each under the control of the City of San Bruno. Passed Unanimously.**
    - Sneath Lane at El Camino Real
    - Cherry Avenue at San Bruno Avenue

- San Bruno Avenue at Third Avenue
- Sharp Park Road at Pacific Heights Boulevard
- El Camino Real at Interstate 380
- Crystal Springs Road at Cunningham Way

Commissioner Koodrin provided a hand out for her proposal for “The City with a Heart” theme. The Commission agreed to discuss the project theme and artist compensation at a subsequent meeting.

**9. CORRESPONDENCE:** None.

**10. COMMENTS FROM BOARD MEMBERS:** Commissioner Livengood commented on the cancellation of the last few meetings due to lack of quorum. The Commission agreed to let Director Burns know by noon of each meeting date if they will not be able to attend. Commissioner Tobin requested that the murals at Centennial Park receive maintenance. **M/S George/Koodrin made a motion to cancel the Commission’s December meeting. Motion passed with the abstention of Commissioner Livengood.**

**11. AGENDA BUILDING:**

- a. 2016 Work Plan
- b. Update on Art Fund Balance
- c. Traffic Signal Controller Boxes Art Project

**12. ADJOURNMENT:** Chair Parker adjourned the meeting at 8:11 pm.

Respectfully Submitted,

Ludmer Aker  
Executive Assistant  
City of San Bruno

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