



## **MINUTES**

### **REGULAR MEETING**

**CULTURAL ARTS COMMISSION  
CITY OF SOUTH SAN FRANCISCO**

**TUESDAY, JUNE 24, 2025  
6:30 P.M.**

**Library | Parks and Recreation Building, Council Chambers  
901 Civic Campus Way  
South San Francisco, CA**

### **CALL TO ORDER**

Chair Luster called the meeting to order at 6:30 p.m.

### **ROLL CALL**

Chair Luster, present  
Vice Chair Foley, present  
Commissioner Fernandez, present  
Commissioner Huerta, present  
Commissioner Maharaj, present (6:34 p.m.) \*  
Commissioner Palomino, present  
Commissioner Pomposo, present  
Commissioner Ramos, present  
Commissioner Sanchez, present

### **PLEDGE OF ALLEGIANCE**

### **AGENDA REVIEW**

### **PUBLIC COMMENTS**

None

### **PRESENTATIONS**

1. Fiscal Year 2025-26 Parks and Recreation Operating Budget – Cultural Arts Program New Year Requests (Erin O'Brien, Business Manager)

Business Manager O'Brien gave a brief presentation on the Department's Fiscal Year 2025-26 operating budget requests related to the Cultural Arts Program. The department's budget requests will be considered for approval at the upcoming City Council meeting on Wednesday, June 25.

2. Public Art Collection Monthly Spotlight: East of the 101 Freeway (Erin O'Brien, Business Manager)

Business Manager O'Brien gave a brief presentation on three public art pieces, one mural and two sculptures located to the east of the 101 freeway. She provided brief information on the mural "Prometheus Gives Fire to Man," and two sculptures "Inspire" and "Wild Poppies in the Twilight Rain." The Commission expressed their gratitude for continuing to provide a monthly spotlight, as they find it very useful and educational.

3. Subcommittee Reports (Erin O'Brien, Business Manager)

A. Art Gallery Shows

- Commissioner Pomposo informed the Commission that the preparations for the upcoming art show are underway. Specialist Santos added that there are approximately 30 art pieces by 28 artists. She reminded the Commission that there will be a performing arts component on opening day, June 27 at the 3<sup>rd</sup> Floor Lobby area at the Library | Parks and Recreation Building (LPR).

B. Fundraising

- Commissioner Pomposo informed the Commission there is a low supply of merchandise. This item is further discussed under Matters for Consideration, item 5.

C. Performing Arts

- No update.

D. Public Art

- Commissioner Huerta informed the Commission that the subcommittee met with our public art consultant from MIG to begin the art selection process for the mural at the new Aquatic Center. The list was narrowed down to about 10 artists where the committee's scoring will determine the three to four artists that will be shortlisted.
- Business Manager O'Brien informed the Commission that the shortlisted artists will create proposed submissions that will be included in the Commission's packet along with the subcommittee's final recommendation potentially presented as early as the August meeting.

E. Strategic Vision

- No update.

F. Youth Art Programs

- No update.

G. Goals Chart

- Chart provided in packet.

## **MATTERS FOR CONSIDERATION**

4. Motion to approve the minutes from May 27, 2025.

Motion – Commissioner Fernandez/ Second – Commissioner Foley: To approve the minutes from May 27, 2025, by roll call vote: AYES: Luster, Fernandez, Foley, Huerta, Maharaj, Palomino, Pomposo, Sanchez; NAYES: None; ABSENT: None; ABSTAIN: Ramos

5. Authorization to Use Cultural Arts Donation Account Funds in an amount not to exceed \$5,000 to Replenish Fundraising Apparel (Erin O'Brien, Business Manager)

The Commission inquired about the statistics on how many items were sold last year. Commissioners suggested the possibility of announcing the release of their new merchandise on social media, similar to how the new South City hoodie was promoted. Commissioners also discussed creating a new design for future fundraising efforts. Motion – Commissioner Foley/ Second – Commissioner Ramos: To approve authorization to use the Cultural Arts Donation account to replenish fundraising apparel by roll call vote: AYES: Luster, Fernandez, Foley, Huerta, Maharaj, Palomino, Pomposo, Ramos, Sanchez; NAYES: None; ABSENT: None; ABSTAIN: None

## **ITEMS FROM COMMISSIONERS**

- Commissioner Sanchez shared with the Commission an upcoming art show in the San Francisco Mission District hosted by Gray Area. The art show will open on Wednesday, June 25 and Thursday, June 26. More information can be found on their webpage: [grayarea.org](http://grayarea.org)

## **ITEMS FROM STAFF MEMBERS**

- Business Manager, O'Brien introduced Lola Castro, the Jack Drago Youth Art Intern. Lola introduced herself to the Commission and expressed excitement for her internship.
- Specialist Santos announced the following events:
  - The Commission and nine Cultural Art Program components will be highlighted in July for Parks and Recreation Month.
  - Movie Nights: July 18 at Orange Memorial Park and August 22 at the Martin Elementary School Ballfield.
  - South San Francisco Historical Society will be hosting Victorian Tea Parties on July 19, 20, 26 and 27 at the Plymire-Schwarz House Museum. On August 16 they will have a rummage sale at 80 Chestnut.
  - Cultura Fest: August 23 from 11:00 a.m. – 5:00 p.m. on Grand Avenue.
  - City offices will be closed on July 4 in observance of the Independence Day holiday.

## **ADJOURNMENT**

Being no further business, Chair Luster adjourned the Cultural Arts Commission meeting at 7:18 p.m.

Submitted by:

Approved by:

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Keren Solano  
Administrative Assistant II

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Frances Luster  
Cultural Arts Commission Chair

Approved by the Cultural Arts Commission: \_\_\_\_/\_\_\_\_/\_\_\_\_