

# CULTURAL ARTS COMMISSION

## Agenda

CITY COUNCIL-APPOINTED BOARDS & COMMISSIONS



**Date:** Wednesday, October 2, 2024  
**Time:** 6:00 p.m.  
**Location:** Civic Center Branch Library  
Conference Room  
365 F St, Chula Vista

### Cultural Arts Commission Regular Meeting

**Public Comments:** Public comments may be submitted to the Cultural Arts Commission in the following ways:

- **In-person comments during the meeting.** Join us for the Cultural Arts Commission meeting at the time and location specified on this agenda to make your comments. Each person will be allotted three (3) minutes to address the Commission.
- **Submit an eComment.** Visit [www.chulavistaca.gov/boardmeetings](http://www.chulavistaca.gov/boardmeetings), locate this meeting, and click the comment bubble icon. Click on the item you wish to comment on, then click "Leave Comment."
- **Email comments.** Submit comments via email to [CAC@chulavistaca.gov](mailto:CAC@chulavistaca.gov).

The commenting period will close at noon on the day of the meeting. All comments will be made available to the Commission and the public.

*Accessibility: Individuals with disabilities are invited to request modifications or accommodations in order to access and/or participate in a Cultural Arts Commission meeting by contacting the Library Department at [CAC@chulavistaca.gov](mailto:CAC@chulavistaca.gov) (California Relay Service is available for the hearing impaired by dialing 711) at least forty-eight hours in advance of the meeting.*

**1. CALL TO ORDER****2. ROLL CALL**

Commissioners Brady, Kohse, Muraoka, Sablan, Ward, Vice Chair Zavala, and Chair Bishop

**3. PUBLIC COMMENTS**

*Persons may address the Commission on any subject matter within the Commission's jurisdiction that is not listed as an item on the agenda. State law generally prohibits the Commission from discussing or taking action on any issue not included on the agenda, but, if appropriate, the Commission may schedule the topic for future discussion or refer the matter to staff. If you wish to speak on any item, please fill out a "Request to Speak" form and submit it to the Secretary prior to the meeting.*

**4. PRESENTATIONS**

*The following item(s) will be presentations given to the Commission. Action on these item(s) is typically limited to the Commission receiving the presentation and providing direction or feedback to staff, as appropriate. If you wish to speak on any item, please fill out a "Request to Speak" form and submit it to the Secretary prior to the meeting.*

**4.1 Presentation on City of Chula Vista Commission Roles, Duties, and Procedures**

Presenters: Megan McClurg, Assistant City Attorney, and Kerry Bigelow, City Clerk

**Recommended Action:**

Hear the presentation on the roles, duties, and processes related to City of Chula Vista commissions, including general rules applicable to City boards and commissions, open meeting requirements (Brown Act), and public records (California Public Records Act).

**4.2 Chula Vista ArtFest Expenditures Presentation - Cultural Arts Manager Magbanua**

Presenter: Erwin Magbanua, Principal Librarian and Cultural Arts Manager

**Recommended Action:**

Hear the presentation on the expenditures for the 2023 and 2024 Chula Vista ArtFest events.

**5. ACTION ITEMS**

*The Item(s) listed in this section of the agenda will be considered individually by the Commission and are expected to elicit discussion and deliberation. If you wish to speak on any item, please fill out a "Request to Speak" form and submit it to the Secretary prior to the meeting.*

**5.1 Approval of Meeting Minutes****Recommended Action:**

Approve the minutes dated: September 4, 2024

**5.2 Discussion and Possible Action Regarding a Potential Poet Laureate Program****Recommended Action:**

Commission discuss, make recommendations, and take action as appropriate.

**OTHER BUSINESS**

- 6. STAFF COMMENTS**
- 7. CHAIR'S COMMENTS**
- 8. COMMISSIONERS' COMMENTS**
- 9. ADJOURNMENT**

to the regular meeting on November 6, 2024 at 6:00 p.m.

*Materials provided to the Cultural Arts Commission related to any open-session item on this agenda are available for public review by contacting the Library at [CAC@chulavistaca.gov](mailto:CAC@chulavistaca.gov).*