

## Agenda



**Date:** Wednesday, April 9, 2025  
**Time:** 6:00 p.m.  
**Location:** Civic Center Branch Library  
Conference Room  
365 F St, Chula Vista

### Cultural Arts Commission Special 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 on 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 three (3) hours before 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, Jing, Kohse, Muraoka, Rufolo, Ruiz, Sablan, Ward, Vice Chair Zavala, and Chair Bishop.

**3. CONSENT CALENDAR (Items 3.1 through 3.2)**

*The Commission will enact the Consent Calendar staff recommendations by one motion, without discussion, unless a Commissioner, member of the public, or staff requests that an item be removed for discussion. 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.*

**Recommended Action:**

Commission approve the recommended action on the below consent calendar items.

**3.1 Approval of Meeting Minutes**

4

**Recommended Action:**

Commission approve the minutes dated: March 5, 2025.

**3.2 Written Communications**

7

Communication from Commissioners Jing, Kohse, and Rufolo requesting an excused absence from the March 5, 2025 Cultural Arts Commission meeting.

**Recommended Action:**

Commission excuse the absences.

**4. 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.*

**5. 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.*

**5.1 Presentation on Cultural Arts Updates**

Presenter: Principal Librarian and Cultural Arts Manager Erwin Magbanua

**6. 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.*

**6.1 2025 Performing and Visual Arts Grant Review Panel Recommendations to City Council**

**Recommended Action:**

Commission approve the review panel recommendations.

**6.2 Discussion and Possible Action Regarding the Local Arts Agency Learning Network Cohort Capacity-Building Grant**

**Recommended Action:**

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

**OTHER BUSINESS**

**7. STAFF COMMENTS**

**8. CHAIR'S COMMENTS**

**9. COMMISSIONERS' COMMENTS**

**10. ADJOURNMENT**

to the regular meeting on May 7, 2025 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).*

*Sign up at [www.chulavistaca.gov/residents/enotification](http://www.chulavistaca.gov/residents/enotification) to receive email notifications when agendas are published online.*

**City of Chula Vista**  
**Regular Cultural Arts Commission Meeting**  
**MINUTES**

March 5, 2025, 6:00 p.m.  
Civic Center Branch Library  
Conference Room  
365 F St, Chula Vista

Commissioners Present: Commissioner Brady, Commissioner Muraoka, Commissioner Sablan, Commissioner Ward, Vice-Chair Zavala, Chair Bishop

Absent: Commissioner Kohse, Commissioner Rufolo, Commissioner Ruiz

Also Present: Principal Librarian & Cultural Arts Manager Magbanua, Librarian III Ytuarte

Minutes are prepared and ordered to correspond to the agenda.

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**1. CALL TO ORDER**

*A regular meeting of the Cultural Arts Commission of the City of Chula Vista was called to order at 6:11 p.m. in Conference Room, located in Civic Center Library, 365 F Street, Chula Vista California.*

**2. ROLL CALL**

*Secretary Magbanua called the roll.*

**3. PUBLIC COMMENTS**

Resident Robert Johnson spoke about the Commission's meeting schedule and race in the arts.

**4. PRESENTATIONS**

**4.1 Presentation on TuYo Theatre Collaborations in Chula Vista**

## 2025-03-05 Cultural Arts Commission Regular Meeting Minutes

Vanessa Flores presented on the various performances of TuYo Theatre in the region.

Resident Robert Johnson spoke about racial and religious groups in theatre programs.

#### 4.2 Presentation on Cultural Arts Updates

Principal Librarian and Cultural Arts Manager Erwin Magbanua presented updates on cultural arts programs and facilities by the City.

Resident Robert Johnson spoke regarding Commissioner comments.

### 5. ACTION ITEMS

#### 5.1 Approval of Meeting Minutes

**Moved by** Commissioner Ward

**Seconded by** Commissioner Sablan

Approve the minutes dated: February 5, 2025

The motion was carried by the following vote:

Yes (6): Commissioner Brady, Commissioner Muraoka, Commissioner Sablan, Commissioner Ward, Vice-Chair Zavala, and Chair Bishop

**Result: Carried (6 to 0)**

#### OTHER BUSINESS

### 6. STAFF COMMENTS

Principal Librarian and Cultural Arts Manager Erwin Magbanua reminded Commissioners to check emails for announcements.

### 7. CHAIR'S COMMENTS

Chair Bishop provided updates on the Local Arts Agency Network.

### 8. COMMISSIONERS' COMMENTS

- Commissioner Brady announced a mosaic unveiling on March 15, 2025, expressed concern about unused City facilities, and art program reductions in schools.
- Commissioner Sablan inquired about Commission protocol when there is a disruption during a meeting and about empty business spaces in the city.

- Commissioner Muraoka expressed concern about the timing of the Odawara Youth Ambassador program and asked for help with program ideas.

**9. ADJOURNMENT**

*The meeting was adjourned at 7:02 p.m.*

*Minutes prepared by: Erwin Magbanua, Secretary*

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Erwin Magbanua, Secretary

DRAFT

**REQUEST FOR EXCUSED ABSENCE**

City of Chula Vista Boards, Commissions, and Committees

Name: Sanja Jing Date of Absence: 03/05/2025

Board/Commission/Committee: Cultural Arts Commission

Chula Vista Municipal Code section 2.25.110 (C) allows board/commission/committee members, by a majority vote, to excuse a fellow board, commission, or committee member’s absence from a meeting for any of the reasons listed below. **A member who is absent from three consecutive, regular meetings will be deemed to have vacated his or her membership, unless the member’s absence is excused by a majority vote of the other members.** An absence is only recorded as “excused” upon receipt of a member’s request and majority vote of the board/commission/committee to excuse the absence. Accordingly, if you have been absent from a regular meeting, please complete and submit this form to the chair or secretary.


Please indicate the reason for the absence:

- 1. Illness of the member, family member of the member, or personal friend of the member;
- 2. Business commitment of the member that interferes with the attendance of the member at a meeting;
- 3. Previously scheduled vacation of the member, notice of which was provided to the respective board or commission in advance of the meeting;
- 4. Attendance of the member at a funeral, religious service or ceremony, wedding, or other similarly significant event;
- 5. Unexpected, emergency situation that prohibits the member’s attendance; or
- 6. Other reason for which the member has given notice to the secretary of his or her unavailability at least seven days in advance of the meeting.

OR

The absence was not for any of the above-listed reasons. I understand that the absence will be recorded as unexcused.

I certify the reason for the absence indicated above is true and correct.

Member’s Signature:  Date: 02/28/2025

*If completed by secretary or staff to board/commission/committee:*

Completed on member’s behalf by: \_\_\_\_\_, per member’s  Verbal  Written request  
on: \_\_\_\_\_ (date) (secretary/liaison’s name)

**Erwin Magbanua**

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**From:** Lee Kohse <lee.kohse@gmail.com>  
**Sent:** Wednesday, February 5, 2025 6:01 PM  
**To:** Erwin Magbanua  
**Subject:** March Absence

**WARNING** - This email originated from outside the City of Chula Vista. Do not click any links and do not open attachments unless you can confirm the sender.  
PLEASE REPORT SUSPICIOUS EMAILS BY USING THE **PHISH ALERT REPORT BUTTON** or to [reportphishing@chulavistaca.gov](mailto:reportphishing@chulavistaca.gov)

I will not be in town for March CAC meeting.

Lee Kohse  
artist  
[www.kohse.com](http://www.kohse.com)  
Inkpot Award Winner



### REQUEST FOR EXCUSED ABSENCE

City of Chula Vista Boards, Commissions, and Committees

Name: Thelma C. Ruffolo Date of Absence: 3/15/25  
Board/Commission/Committee: Cultural Arts Commission

Chula Vista Municipal Code section 2.25.110 (C) allows board/commission/committee members, by a majority vote, to excuse a fellow board, commission, or committee member's absence from a meeting for any of the reasons listed below. **A member who is absent from three consecutive, regular meetings will be deemed to have vacated his or her membership, unless the member's absence is excused by a majority vote of the other members.** An absence is only recorded as "excused" upon receipt of a member's request and majority vote of the board/commission/committee to excuse the absence. Accordingly, if you have been absent from a regular meeting, please complete and submit this form to the chair or secretary.

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- 5. Unexpected, emergency situation that prohibits the member's attendance; or
- 6. Other reason for which the member has given notice to the secretary of his or her unavailability at least seven days in advance of the meeting.

OR

The absence was not for any of the above-listed reasons. I understand that the absence will be recorded as unexcused. - SURGERY

I certify the reason for the absence indicated above is true and correct.

Member's Signature: Thelma C. Ruffolo Date: 3/3/25

If completed by secretary or staff to board/commission/committee:

Completed on member's behalf by: \_\_\_\_\_, per member's  Verbal  Written request  
on: \_\_\_\_\_ (date)  
(secretary/liaison's name)