

CULTURAL ARTS COMMISSION

Agenda

CITY COUNCIL-APPOINTED BOARDS & COMMISSIONS



Date: Wednesday, September 3, 2025

Time: 6:00 p.m.

Location: Civic Center Branch Library
Conference Room
365 F St, Chula Vista

Cultural Arts Commission Regular Meeting

In-Person Public Comments: 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 minutes to address the Commission.

Electronic Public Comments: At www.chulavistaca.gov/boardmeetings, locate this meeting and click on the comment bubble icon. Select the item and click on "Leave Comment." The deadline to submit e-comments or any comments emailed to CAC@chulavistaca.gov will be noon on the day of the meeting.

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 commission staff at 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, Muraoka, Rufolo, Ruiz, Sablan, Ward, Vice Chair Kohse and Chair Bishop

3. CONSENT CALENDAR (Items 3.1 through 3.2)

Consent calendar items are considered together and acted upon by one motion. There is no separate discussion of these items unless a commissioner or staff removes the item from the Consent Calendar.

3.1 Approval of Meeting Minutes

4

Recommended Action:

Approve the minutes dated: August 6, 2025

3.2 Written Communications

7

Communication from Commissioners Rufolo and Sablan requesting an excused absence from the August 6, 2025, Cultural Arts Commission meeting, and Commissioner Ruiz requesting excused absences from the May 7, 2025, June 4, 2025, and August 6 Cultural Arts Commission meetings.

Recommended Action:

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 the 2025 Odawara Youth Ambassador Exchange Program

Presenter: Commissioner Ken Muraoka

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 Discussion and Possible Action Regarding the Planning of Chula Vista ArtFest 2025**Recommended Action:**

Discuss, make recommendations, and take action as appropriate.

6.2 Discussion and Possible Action Regarding Palma Del Rio, Spain as a Potential Sister City**Recommended Action:**

Discuss, make recommendations, and take action as appropriate.

7. STAFF COMMENTS**8. CHAIR'S COMMENTS****9. COMMISSIONERS' COMMENTS****10. ADJOURNMENT**

to the regular meeting on October 1, 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.

Sign up at www.chulavistaca.gov/residents/enotification to receive email notifications when agendas are published online.

City of Chula Vista
Regular Cultural Arts Commission Meeting
MINUTES

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

Commissioners Present: Commissioner Brady, Commissioner Kohse, Commissioner Muraoka, Chair Bishop, Commissioner Ward

Absent: Commissioner Rufolo, Commissioner Ruiz, Commissioner Sablan

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

Minutes are prepared and ordered to correspond to the agenda.

1. CALL TO ORDER

A regular meeting of the Cultural Arts Commission of the City of Chula Vista was called to order at 6:09 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. CONSENT CALENDAR (Items 3.1 through 3.2)

3.1 Approval of Meeting Minutes

Approve the minutes dated: July 2, 2025.

3.2 Written Communications

Consider Request for Excused Absence, Commissioner Rufolo from the July 2, 2025 Cultural Arts Commission meeting.

Commission approve the recommended action on the consent calendar items.

Moved by Commissioner Kohse

Seconded by Commissioner Ward

The motion was carried by the following vote:

Yes (5): Commissioner Brady, Commissioner Kohse, Commissioner Muraoka, Chair Bishop, and Commissioner Ward

Result: Carried (5 to 0)

4. PUBLIC COMMENTS

Resident Robert commented on utilizing commission meeting time appropriately and expressed concerns about possible alcohol option for ArtFest.

Resident Ramon Riesgo suggested adding the city of Palma del Rio, Spain as a sister city.

5. ACTION ITEMS

5.1 Discussion Regarding the Planning of Chula Vista ArtFest 2025

Commission discussed ArtFest planning.

OTHER BUSINESS

6. STAFF COMMENTS

Principal Librarian and Cultural Arts Manager Magbanua commented on Casa Casillas ribbon cutting event taking place August 11, 2025 and the Gaylord Pacific art walk proposal for September 18, 2025.

7. CHAIR'S COMMENTS

Chair Bishop encouraged the commission to attend the Casa Casillas ribbon cutting event.

8. COMMISSIONERS' COMMENTS

Commissioner Kohse provided updates on his convention appearances.

Commissioner Muraoka provided updates on the Odawara Youth Ambassador program.

Commissioner Brady commented on the newly proposed Pangaea sports and entertainment complex.

9. ADJOURNMENT

The meeting was adjourned at 7:05 p.m.

Minutes prepared by: Erwin Magbanua, Secretary

Erwin Magbanua, Commission Secretary

DRAFT

REQUEST FOR EXCUSED ABSENCE

City of Chula Vista Boards, Commissions, and Committees

Name: Giancarlo Ruiz Date of Absence: May 7, 2025
Board/Commission/Committee: CULTURAL ARTS

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: GR Date: July 30 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)

REQUEST FOR EXCUSED ABSENCE

City of Chula Vista Boards, Commissions, and Committees

Name: Giancarlo RuizDate of Absence: June 4, 2025Board/Commission/Committee: CULTURAL ARTS

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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- ☐ 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: GRDate: July 30 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)

REQUEST FOR EXCUSED ABSENCE

City of Chula Vista Boards, Commissions, and Committees

Name: Giancarlo RuizDate of Absence: AUGUST 6, 2025Board/Commission/Committee: CULTURAL ARTS

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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- ☐ 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: GR Date: _____*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)

REQUEST FOR EXCUSED ABSENCE
City of Chula Vista Boards, Commissions, and Committees

Name: Felix Sablan Date of Absence: Aug 6th, 2025
Board/Commission/Committee: Arts and Cultural 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.

I certify the reason for the absence is as stated above.

Member's Signature

Date: 08/15/2025

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)

REQUEST FOR EXCUSED ABSENCE

City of Chula Vista Boards, Commissions, and Committees

Name: Thelma C. Rufolo Date of Absence: 08/06/25
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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- ☐ 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: [Redacted Signature] Date: 08/05/25

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)