

CITY OF VISTA

Commissions, Boards, and Committees Descriptions and Qualifications

The following information describes the Citizen Commissions, Boards, and Committees in the City of Vista. Regular appointments are made each year in March, with terms beginning April 1. Occasionally, unscheduled vacancies occur during the year and additional appointments are made at that time. Notices of unscheduled vacancies are posted on the City website, www.cityofvista.com, at the Vista branch of the San Diego County Library and the Gloria McClellan Adult Activity Center, as well as through social media. Recommendations for appointment are made by each City Council member on a rotating basis, with the confirmation of appointment being made by the full City Council, with the exceptions noted in the descriptions below.

Central Vista Business Improvement District (CVBID) Advisory Board

The City Council called for the formation of a Central Vista Business Improvement District (CVBID) Advisory Board, appointing owners of businesses subject to the assessments within the District. The purpose of the CVBID Advisory Board is to recommend to the City Council the expenditures of revenue derived from the levy of assessments within the District.

The Board consists of seven members who each serve a one-year term. The Mayor makes the recommendations for appointment. Confirmation of appointments are made by the full City Council.

Meetings are held as needed in the Vista Room, Second Floor of the Civic Center.

Qualifications: Owner of a business subject to the assessments within the Central Vista Business Improvement District, unless otherwise qualified and acceptable candidates meeting this requirement are unavailable.

Community Development Block Grant (CDBG) Advisory Committee

The Committee is charged with the task of providing recommendations to the City Council for social service projects that will benefit Vista's low and moderate income residents. The CDBG Citizens Advisory Committee was established on March 26, 1991, when the City Council approved Vista becoming an entitlement city, which is a city with a population of 50,000 or more that receives CDBG funds directly from the federal government. The Committee uses the City's Five-Year Consolidated Plan to recommend priority areas for funding, which are presented to the City Council for adoption. Based on the priorities, a Request for Proposals is issued to identify projects within the community that address the priorities. The Committee reviews the proposals and makes recommendations to the City Council for projects that can assist the City in meeting its community development goals.

There are seven members who each serve a four-year term. Meetings are called as needed.

Qualifications: 1) Resident of the City of Vista; and 2) 18 years of age.

Community Safety Commission

The Commission's purpose is to conduct meaningful and constructive dialogue with the City's Fire Department and law enforcement services provider on public safety concerns, issues and priorities and ensure that concerns are addressed in a collaborative and effective manner.

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The Commission consists of seven regular members* and two non-voting youth members. Regular members each serve a four-year term, and non-voting youth each serve a one-year term.

Meetings are held the second Thursday of every other month at 5:30 p.m. in the City Council Chambers.

Qualifications: 1) Resident of the City of Vista and 2) 18 years of age.

**One regular member is to be recommended by the Vista Unified School Board.*

Environmental Commission (NEW – effective 12/14/23)

The purpose of the Environmental Commission is to promote and support the City's climate and environmental responsibility goals and to advise the City Council and the City Manager on matters relating to environmental health, environmental conservation, environmental justice, and environmental sustainability in the City (hereinafter referred to as environmental matters). The Commission's powers and duties are set forth in Chapter 2.50 of the Vista Municipal Code.

The Commission consists of seven regular members who each serve a four-year term.*

Meetings are held on the fourth Wednesday of each month at 5:30 p.m. in the City Council Chambers.

Qualifications: 1) Resident of the City of Vista; and 2) 18 years of age.

**Terms will be staggered; initial appointees will be assigned a one, three, or four year term*

Investment Advisory Committee

The purpose of the Committee is to review the practices and procedures of the Treasurer by reviewing the transactions bi-annually for the preceding six months to determine if the Treasurer has complied with the City's Investment Policy, as well as to review the policies of the City with respect to investment activities.

The Committee shall consist of representatives of the City Manager and City Attorney, a City Council liaison, and four representatives from the local financial community. The Mayor makes the recommendations for appointment, with the confirmation of appointment made by the full City Council.

Meetings are held bi-annually.

Qualifications: 1) 18 years of age and 2) qualified by virtue of education, training, experience or background to serve in the capacity of advising the City on financial investment matters.

Parks and Recreation Commission

The purpose of this Commission is to advise the City Council, City Manager, and the Recreation & Community Services Department on matters concerning parks and recreation. The powers and duties of the Parks and Recreation Commission are set forth in Chapter 2.44 of the Vista Municipal Code.

The Commission consists of seven regular members* and two non-voting youth members. Regular members each serve a four-year term, and non-voting youth each serve a one-year term.

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Meetings are held on the fourth Monday of each month at 6:00 p.m. in the City Council Chambers.

Qualifications: 1) Resident of the City of Vista; 2) 18 years of age; and 3) shall not be employed by the City or a member of the City Council.

**One regular member is to be recommended by the Vista Unified School Board.*

Planning Commission

The purpose of the Planning Commission is to recommend to the City Council plans for the regulation of the future growth, development and beautification of the City and to hear and take action on certain applications for subdivisions of land, site development plans, special use permits, or variances.

The Commission consists of seven regular members and two non-voting youth members. Regular members each serve a four-year term, and non-voting youth each serve a one-year term.

Meetings are held on the first and third Tuesday at 6:00 p.m. in the City Council Chambers.

Qualifications: 1) Resident of the City of Vista; 2) 18 years of age; and 3) shall not be employed by the City or a member of the City Council.

Public Arts Commission

The purpose of the Public Arts Commission is to promote and support the public display and public appreciation of art in the City of Vista. The powers and duties are set forth in Chapter 2.46 of the Vista Municipal Code.

The Commission consists of seven regular members* who each serve a four-year term and two non-voting youth members who each serve a one-year term.

Meetings are held on the first Tuesday of each month at 6:15 p.m. in the Morris B. Vance Community Room.

Qualifications: 1) Resident of the City of Vista and 2) 18 years of age.

**One regular member is to be recommended by the Vista Unified School Board.*

Sales Tax Oversight Committee

The purpose of the Sales Tax Oversight Committee is to receive and review the independent financial audit of the City and other City financial reports necessary to advise the City Council of its findings and make recommendations for the 30-year timeframe of the sales tax.

The Committee consists of seven* members who each serve a four-year term.

Meetings are held annually.

Qualifications: 1) Resident of the City of Vista and 2) 18 years of age.

**One regular member is to be recommended by the Vista Chamber of Commerce.*

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Senior Citizens Affairs Commission

The purpose of the Senior Citizens Affairs Commission is to make recommendations to and advise the City Council with respect to all matters pertinent to senior citizens in the City of Vista. The powers and duties are set forth in Chapter 2.56 of the Vista Municipal Code.

The Commission consists of seven regular members who each serve a four-year term; at least three members shall be senior citizens.

Meetings are held on the fourth Wednesday of every other month at 1:30 p.m. in the Conference Room at the Gloria E. McClellan Adult Activity Center.

Qualifications: 1) Resident of the City of Vista; 2) 18 years of age; and 3) at least three members of the Commission must be 55 years of age or older.

Traffic Commission

The purpose of the Traffic Commission is to advise the City Council on matters relating to safe and efficient movement of traffic, including pedestrians and bicycles, upon existing streets, roads, and highways of the city. The Commission's powers and duties are set forth in Chapter 2.60 of the Vista Municipal Code.

The Commission consists of seven* regular members who each serve a four-year term.

Meetings are held on the first Wednesday of each month at 6:00 p.m. in the City Council Chambers.

Qualifications: 1) Resident of the City of Vista; and 2) 18 years of age.

**One regular member is to be recommended by each of the following: Vista Unified School Board and Vista Chamber of Commerce.*

Youth Advisory Commission

The purpose of the Commission is to develop mutual understanding and respect between young people and adult citizens of Vista. The Commission's powers and duties are set forth in Chapter 2.58 of the Vista Municipal Code.

The Commission consists of eleven regular members who each serve a two-year term. The Mayor makes the recommendations for appointment, with the confirmation of appointment made by the full City Council.

Meetings are held on the third Wednesday of each month at 4:30 p.m. in the Vista Room located on the second floor of the Civic Center.

Qualifications: 1) Registered student, including a student enrolled in a home-school program, who is attending any public or licensed private school, whether it is located within or out of the boundaries of the City of Vista; and 2) will have successfully completed the eighth grade level, or its equivalent, by the date of appointment, but not yet reached their 19th birthday.

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When the need arises, members are recruited for the following Boards. The Mayor makes the recommendations for appointment, with the confirmation of appointment made by the full City Council.

Building Board of Appeals

The Building Board of Appeals convenes to hear and make decisions on appeals of orders, decisions and determinations made by the Building Official relative to the application and interpretation of the Building Code. The Board's powers and duties are set forth in state law.

The Board shall consist of five voting members. Meetings are called as needed.

Qualifications: 1) Resident of the City of Vista; 2) 18 years of age; and 3) qualified by virtue of experience and training to review matters pertaining to building construction.

Mobilehome Park Review Board

The City of Vista has established a program of contractual obligations, known as the City of Vista "Don Olmstead" Mobilehome Park Accord Program, with owners of privately held mobile home parks within the city to encourage equitable treatment, fair dealing and an alternative "model lease agreement" between the owners and their tenants. Under the Accord agreements, the City Council has agreed to establish a "citizen review panel" to receive complaints from residents and owners regarding alleged violations of the Accord, and to seek to resolve such disputes. The function of this board is to provide a forum for hearing and investigating complaints from residents and owners regarding relationships and conditions in all mobilehome parks in the City of Vista and to provide a means for resolving such complaints and disputes.

This Board consists of three members. Meetings are called as needed.

Qualifications: 1) Resident of the City of Vista; 2) 18 years of age; 3) shall be eligible to register as a qualified elector in the City of Vista; and 4) shall not have any property, financial or economic interest as an owner, lessee, or tenant in any mobile home park.