



CITY OF TUSTIN

SEEKS APPLICANTS TO SERVE ON THE PLANNING COMMISSION, COMMUNITY SERVICES COMMISSION, AUDIT COMMISSION, AND BUILDING BOARD OF APPEALS

APPLICATION DEADLINE: FRIDAY, FEBRUARY 17, 2023

The Tustin City Council is currently seeking applicants who are interested in serving on the following Commissions and Board:

PLANNING COMMISSION: Two positions on the Planning Commission are available due to term expirations. The commissioners selected will serve until March 1, 2027 or until their respective successors are appointed and qualified.

The Commission meets at 7:00 p.m. on the second and fourth Tuesday of each month to evaluate development proposals and submit recommendations to the City Council regarding land use matters in the City. The term of office is for four (4) years. Compensation is \$150.00 per regular meeting. Applicants are required to be residents and registered voters in the City of Tustin.

COMMUNITY SERVICES COMMISSION: Two positions on the Community Services Commission are available due to term expirations. The commissioners selected will serve until March 1, 2027 or until their respective successor is appointed and qualified.

The Commission meets at 6:00 p.m. on the third Wednesday of each month and serves as an advisory body on recreation, parks, park design, facilities, and programs in Tustin. The term of office is for four (4) years. Compensation is \$100.00 per meeting. Applicants are required to be residents and registered voters in the City of Tustin.

AUDIT COMMISSION: Three positions on the Audit Commission are available due to vacancies. The commissioners selected will serve until March 1, 2027 or until the respective successor is appointed and qualified.

The primary duties of the Audit Commission are to provide recommendations to the Tustin City Council in fulfilling their responsibility to Tustin residents on matters relating to investments, municipal accounting, reporting practices of the City, and the quality and integrity of the financial reports of the City.

The Audit Commission meets once a quarter to review the Treasurer's Quarterly Investment Report. The Audit Commission is responsible for ensuring that the investments represented in the Quarterly Investment Report are in conformance with the City's adopted Investment Policy and in conformance with Section 53646 of the California Government Code. The Audit Commission also meets once a year to review any changes to the Investment Policy.

The Audit Commission also provides Advisory and Oversight guidance to those charged with governance (Mayor and Mayor Pro-Tem) in their required meetings with the External Auditors to

satisfy the requirements of the annual financial statement audit under current auditing standards. The Audit Commission typically meets with the auditors in January.

The term of office is for four (4) years. Compensation is \$100.00 per meeting attended. The Commission shall consist of five (5) members, each of whom shall be both residents and registered voters of the City during all times they hold office, subject to the following exception: Up to two (2) members may reside and be registered voters within the area served by the Tustin Water Department, but outside the City.

BUILDING BOARD OF APPEALS: Three positions on the Building Board of Appeals are available due to term expirations and a vacancy. The commissioners selected will serve until February 5, 2027 or until their respective successor is appointed and qualified.

The Board will hear appeals of determinations made by the City's Building Official which may arise during plan check or construction inspection. Individuals experienced or trained in the interpretation of Building Codes or experienced in construction are highly desirable.

The Board shall consist of five (5) members. Members shall be residents and registered voters of the City during all times they hold office. The Board also shall consist of members who are qualified by experience and training to pass upon matters pertaining to building construction, fire protection, or standard waterworks practices. Preference shall be given to those individuals who possess state licenses or certificates in the field of engineering, construction, or related professions or trades. Pursuant to Health and Safety Code section 19957.5, at least two (2) members of the Board shall be physically disabled. The term of office shall be for four (4) years commencing on the date of appointment or until their respective successors are appointed and qualified. Meetings will be scheduled as needed. On average, the Board will conduct one to three meetings per year. Compensation is \$150.00 per meeting.

To apply, please visit the City's website at <https://www.tustinca.org/571/Commission-Vacancies> or contact the City Clerk's Office, 300 Centennial Way, Tustin, California 92780, at (714) 573-3027.

Applications are due by 5:00 p.m. on Friday, February 17, 2023.