

### Regular meetings

Second & fourth Tuesdays, 5:30 p.m. in the City Council Chambers. At regular meetings, routine matters are acted upon, discussions and public hearings are held, and action is taken.

### Workshop meetings

First Tuesday of each month, 2:00 p.m. Workshop meetings are study sessions where the City Council receives information and clarifies matters prior to taking formal action at a subsequent regular meeting.

Occasionally, action items are scheduled on Workshop Agendas when action is required to meet immediate deadlines.

### Special & Adjourned meetings

In addition to the two regular meetings and the Workshop meeting each month, the City Council may hold adjourned meetings and special meetings. Joint meetings with other boards and joint dinner meetings with commissions and committees are also scheduled throughout the year.

### Buena Sanitation District Board meetings

At the same time and in the same location as the regular and Workshop meetings of the City Council.

### Community Development Commission meetings

At the same time and in the same location as the regular and Workshop meetings of the City Council.

### Industrial Development Authority & Joint Powers Financing Authority meetings

As needed, at the same time and in the same location as the regular meetings of the City Council.

## City Council

### Mayor

Judy Ritter

### Council Members

John J. Aguilera  
Steve Gronke  
Frank Lopez, Jr.  
Dave Cowles

### City Council meetings and location

The Vista City Council meets on the second and fourth Tuesday of each month. Agendas are posted on the city web site and in the Civic Center. Council Chambers are located at 200 Civic Center Drive on the second floor.

### Contact Numbers

City Council: (760) 639-6130  
City Manager: (760) 639-6131  
City Clerk: (760) 639-6125

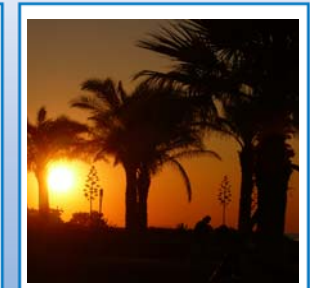
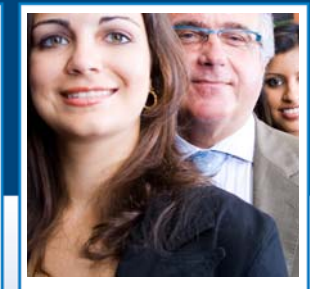
*Your presence, input and involvement contribute to effective city government*



This publication is available in an alternate format.  
Please contact the ADA Coordinator at (760) 639-6145.



# Welcome to Your City Council Meeting



*A Guide to the City Council Meeting*

City Clerk's Office  
cityofvista.com

## Vista city government

The City of Vista was incorporated in 1963. It is a chartered municipal corporation with a Council/Manager form of government. This form of government provides for the City Council to set policy and give direction on all matters concerning the City. The City Manager is the Chief Executive responsible for carrying out City Council policy and overseeing the day-to-day operations of the City.

The City Council consists of four Council Members and the Mayor. They are collectively referred to as the City Council. They are elected at-large for a four-year term of office. General Municipal elections are held in November of even-numbered years. There are two City Council seats open every two years. The Mayor's seat is open every four years. The Mayor Pro Tempore is appointed by the City Council to serve a one-year term. Elections are non-partisan and members are elected as representatives for all of the residents.

## Citizen participation

It is the intention of your City Council to be receptive to your concerns about the community. The opinions of the residents of Vista are an important factor in helping the City Council form policy and make decisions. Your participation in the meeting will assure a responsible and efficient local government. All meetings are open to the public with the exception of discussions which pertain to property acquisition, legal, or personnel issues. State law allows these to be handled privately in closed session. No other issues may be discussed in closed session.

## Consent calendar

These items will receive no separate discussion unless removed from the Consent Calendar by the public, staff or a City Council Member. The consent calendar is a grouping of routine matters to be acted on in one motion. If you wish to discuss any item listed under the Consent Calendar you may complete a speaker slip and submit it to the City Clerk before the Consent Calendar is approved. Items that are removed will be discussed in the numeric order they appear on the agenda.

## Discussion items

Non-ministerial items that require more in-depth study and discussion are placed on this portion of the agenda. City staff presents information for City Council consideration. Action may be taken on the items presented or further discussion may be required and the item can be brought back to the City Council at a later time.

## Public hearings

A Public Hearing is an open consideration within the regular City Council meeting for which special notice has been given through legal advertising and, if appropriate, mailed to property owners.

## Oral communications

This section of the meeting is set aside to give the public an opportunity to speak on any city-related item which does not appear on the agenda. State law prohibits the City Council from taking action on items not listed on the agenda. Your concerns will be referred to staff and, if appropriate, staff will prepare a report for a future City Council agenda or send a letter in response to the issue of concern.

### *Continued oral communications ...*

When addressing the City Council, please step to the lectern and state your name for the record. There is a time limit of three minutes. Please limit your comments to points not made by previous speakers. No visual materials may be televised during the Oral Communications portion of the agenda.

## Addressing city council

Anyone wishing to address an item on the agenda should complete a speaker slip. Indicate the agenda item and submit the speaker slip to the City Clerk before the item is to be heard. An "Oral Communication" speaker slip must be filled out and submitted to the City Clerk in order to speak to the City Council on a matter not on the agenda. Oral communications are heard near the end of the meeting.

## Submitting documents/exhibits

Any supporting material you wish to present should be handed to the City Clerk before addressing the City Council. Material submitted will become part of the public record and will not be returned. Multimedia presentations must be pre-screened by staff prior to viewing at a public meeting, and must be submitted at least 24 hours in advance to the City Clerk.

## Obtaining information

The agenda is prepared and distributed the week prior to the meeting date. Agenda copies and staff reports are available at the City Clerk's Office and on the City's web site. To receive upcoming agendas by e-mail, send your request to [mkilian@cityofvista.com](mailto:mkilian@cityofvista.com). Minutes are available online following approval at a subsequent City Council meeting.