



TO: APPLICANTS FOR VETERANS COMMISSION
FROM: Belinda Hawley, City Clerk, City of El Cajon
DATE: JANUARY 25, 2017

Thank you for your interest in serving on the City of El Cajon Veterans Commission. This commission serves in an advisory capacity to the city council and the city manager; shall make recommendations to the city council and the city manager with respect to military veteran related issues, ceremonies, events and activities that occur within the City; shall provide a forum for discussion of issues relating to military veterans; provide advice and assistance to City residents when requested regarding resources available to veterans' spouses and dependents; and shall act as a conduit of communication and coordination between the local military veterans' community and the City of El Cajon. Commissioners will serve on a voluntary basis. Meetings of the Veterans' Commission will be held quarterly or as needed.

Vacancy: Two (2) Commissioners.

Duration of Term: Two (2), Four-Year Terms to expire January 31, 2021.

Requirements:

- One vacancy must be filled with 1) A resident of the City of El Cajon and 2) Be in active service or reservist with the armed forces at any time within the past ten (10) years prior to appointment, and 3) A member of a 501(c)19 veterans' organization based in El Cajon, as specified in Municipal Code Section 2.24.420(B).
- One vacancy must be filled with 1) An applicant honorably discharged from the U.S. Armed Forces and 2) A member of a 501(c)19 veterans' organization based in El Cajon, as specified in Municipal Code Section 2.24.420(B).
- Proof of honorable discharge must be included with the application (unless in active service), for example, a certificate of honorable discharge, or DD 214. Commissioners are required to file a Form 700 according to provisions of the Political Reform Act, the Fair Political Practices Commission, and the City's Conflict of Interest Code.

Applications must be submitted to the City Clerk's Office at City Hall, 200 Civic Center Way, El Cajon, CA 92020, by the deadline Friday, February 17, 2017 at 5:00 p.m.

The City Council will interview applicants at the February 28, 2017 Council meeting at 7:00 p.m. Prior to the meeting date, applicants will receive notification and any pertinent information.

Good luck! The City appreciates your willingness to serve. If you have any questions about

the application and interview process, please contact the City Clerk's Office at 619-441-1763. If you have any questions specific to the duties of Veterans' Commission, please call Recreation Department at 619-441-1754.

To access an application form, [click here](#).