

**AGENDA  
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**United Way  
Of Imperial County**

2410 Imperial Business Park Drive  
Imperial, CA 92251  
Tel 760-355-4900  
Fax 760-355-1501  
[unitedwayic.stacy@att.net](mailto:unitedwayic.stacy@att.net)

July 24, 2015

Dear City Council Members,

The United Way of Imperial County would like to be placed on the City Council's next upcoming agenda. We would like to request your sponsorship for our Kick-Off Breakfast on September 16<sup>th</sup>. We would appreciate the opportunity to speak before you and personally request this support. The United Way serves seventeen different charities in the Valley and your assistance is vital to our mission of helping our community. Please see the attachment regarding sponsorship and kindly notify me of the scheduled council date we may attend. Thank you for your time and consideration in this matter.

Sincerely,

Stacy Caro  
United Way Of Imperial County  
Office Manager



**United Way  
of Imperial County**  
2410 Imperial Business Park Drive  
Imperial, CA 92251  
Tel 760-355-4900  
Fax 760-355-1501  
[www.unitedwayic.com](http://www.unitedwayic.com)  
[unitedwayic.stacy@att.net](mailto:unitedwayic.stacy@att.net)  
[unitedwayic.ken@att.net](mailto:unitedwayic.ken@att.net)

July 7, 2015

*Business Name*

Dear

United Way of Imperial County is proud to present our Sixth Annual Kick-Off Breakfast. This event will be held September 16, 2015, at 7:30AM at the Police Athletic League, El Centro. At this event, we thank our donors and update the community with Member Agency Presentations.

We have 3 sponsorships available:

- 1) Platinum - \$500.00 This includes 1 table (8 tickets) for the breakfast, your business table topper, platinum sponsorship featured in slide show and on our social media. Certificate of Appreciation presentation at event.
- 2) Gold (4 available) - \$275.00. This includes 6 tickets to the breakfast, your business name displayed at the breakfast, on social media and slide show. This sponsorship is limited.
- 3) Silver - \$150.00. This includes 4 tickets to the breakfast, your business name displayed at the breakfast, on social media and slide show.

If you would like further information or wish to reserve your place as a sponsor, please contact United Way at 760-355-4900. You can also use the RSVP card enclosed to reserve your sponsorship. Your donation is tax deductible. Our nonprofit FEIN is 95-3527016

Thank you,

Heddy McNeer, Board Member-Special Events  
Ken Wuytens, Executive Director  
Stacy Caro, Office Manager

P.S. We thank you for your consideration and interest.



United Way  
of Imperial County

# 2015 United Way of Imperial County Annual Kick-Off Breakfast & Recognition Awards

## *Sponsorship Opportunities & Benefits*

### *Platinum Breakfast Sponsor\* - \$500*

Table for 8 at Breakfast, Large Table Topper, Featured in slide show, website and on our social media, Certificate of Appreciation presentation at event.

### **Gold Breakfast Sponsor\* - \$275.00**

Company name displayed at event, on Social Media & slide show.  
6 Complimentary breakfast tickets

### **Silver Breakfast Sponsor\*- \$150**

Company name displayed at event, on Social Media & slide show.  
4 Complimentary breakfast tickets

*\* Sponsorships must be received by September 04, 2015 to insure your name gets displayed on all materials.*

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### **Individual Tickets - \$11 per person in advance by September 11, 2015**

All sponsorship/ticket purchases may be mailed or delivered to:

**United Way of Imperial County**  
**2410 Imperial Business Park Drive**  
**Imperial, CA 92251 - Phone: 760- 355-4900**  
[www.unitedwayic.com](http://www.unitedwayic.com)

### ***Payment Information:***

           **Check enclosed for:** \_\_\_\_\_

Please fill out the following information.

Name(s): \_\_\_\_\_

or  
Company: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_

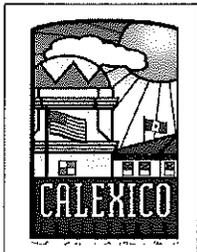
Email Address: \_\_\_\_\_

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# AGENDA STAFF REPORT

**DATE:** August 18, 2015  
**TO:** Mayor and City Council  
**APPROVED BY:** Richard N. Warne, City Manager *REW*  
**PREPARED BY:** Gabriela T. Garcia, Deputy City Clerk  
**SUBJECT:** Attendance Report for Commissions, Boards and Committees.

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## Recommendation:

Recommendation for City Council to authorize the City Clerk to advertise the vacant positions on the following commissions, boards and committees:

Economic Development Commission – Appointments by Mayor Pro Tem Castro and Council Member Moreno.

Planning Commission - Appointment by Mayor Kim.

Business Improvement District – Appointments by Mayor Kim, Council Member Hurtado and Council Member Moreno.

Recreation Commission – Appointment by Mayor Kim

Financial Advisory Board – Council Member Hurtado (Commissioner Cordero resigned)

## Background:

City Commissions, Boards and Committees report their attendance to the City Clerk's Office on a quarterly basis. In addition, Commissions, Boards and Committees and/or Department Heads also report commissioner resignations to the City Clerk in order to request a new appointment. Pursuant to Ordinance No. 1159 approved by the City Council on February 3, 2015 and became effective on March 7, 2015, said ordinance adopts amendments to Chapter 2.19 "Eligibility and Procedures for Commissions, Boards and Committees" Sections 2.19.010 through 2.19.100 of the City of Calxico Municipal Code. The Ordinance amends various sections of the current Municipal Code related to timing of commissioner appointments, vacancies, absences, eligibility to be a commissioner, and compensation of commissioners. The Ordinance also adds various sections pertaining to organization of commissions, staff support of commissions and budgets for commissions.

Section No. 2.19.020(c) of the ordinance states that "Notwithstanding any other provision of this chapter, any member of any commission, board or committee (except non-voting ex-officio members) who absents himself or herself from any three regularly scheduled meetings (for any reason) in a twelve-month period shall automatically forfeit his or her position and shall automatically be removed from the membership of the commission, board or

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committee. Any member so removed shall not be reappointed for a period of one year to any city commission, board or committee. It shall be the responsibility of the chairman, vice chairman or presiding officer to report attendance at each meeting of the commission, board or committee to the city clerk”

### **Discussion & Analysis:**

Once a commissioner has reached the third absence, it is reported to the City Clerk's Office and also reported with the quarterly attendance report. Attached please find the quarterly attendance reports from March 2015 to June 2015 for the following commissions:

1. Abatement of Dangerous Buildings - This commission meets as needed. This commission did not have any projects to discuss during the past quarter. (No Report)
2. Arts Commission – Arts Commission has gone dark for the summer months of July and August. – Report attached.
3. Beautification Commission – Report attached.
4. Business Improvement District – Report attached.
5. Economic Development Commission – Report attached.
6. Financial Advisory Board – Report attached.
7. Historical Commission – Report attached.
8. Library Board of Trustees – This Board has gone dark for the summer months of June-August. – Report attached.
9. Measure H Committee – Report attached.
10. Personnel Commission - This commission meets as needed. This commission has not had cases to discuss during the past quarter. (No Report)
11. Planning Commission – Report attached.
12. Police Commission – Report attached.
13. Recreation Commission – Recreation Commission has gone dark for the summer months of June-August. – Report attached.
14. Street Naming Committee- This commission meets as needed. This commission has not had applications to discuss during the past quarter. (No Report)

Be advised that only regular meetings were counted in determining the amount of absences for the commissioners. The City Clerk's office has issued letters to the commissioners who have missed three meetings advising them they have forfeited their position on the Commission. Finance Director Quinn reported that Commissioner Cordero resigned from the Financial Advisory Board.

It is requested that the City Clerk be authorized to advertise the following positions as vacant for the required ten (10) day period in order for the Council to make new appointments for the following commissions, boards or committees:

Economic Development Commission – Appointments by Mayor Pro Tem Castro and Council Member Moreno.

Planning Commission - Appointment by Mayor Kim.

Business Improvement District – Appointments by Mayor Kim, Council Member Hurtado and Council Member Moreno.

Recreation Commission – Appointment by Mayor Kim

Financial Advisory Board – Council Member Hurtado (Resignation by Commissioner Cordero)

**Fiscal Impact:**

None.

**Coordinated With:**

Economic Development Commission  
Business Improvement District  
Finance Department  
Planning Department  
Community Services Department  
Building Department

**Attachment:**

Attendance Reports  
Municipal Code Section 2.19.020(c)  
Ordinance No. 1159  
Sample Letter for Commissioners  
Email from Finance Director on resignation of commissioner for Financial Advisory Board

Arts Commission  
Meeting attendance 2015

|   | Jan | Feb                       | Mar    | Apr         | May    | Jun      | Jul                 | Aug                 | Sep | Oct | Nov | Dec |
|---|-----|---------------------------|--------|-------------|--------|----------|---------------------|---------------------|-----|-----|-----|-----|
| Hildy Carrillo (Moreno)                       |     |                           | *      | *           | *      | *        | Dark for the summer | Dark for the summer |     |     |     |     |
| Soledad Salazar (Hurtado)                     |     | Not available             | Absent | *           | *      | *        | Dark for the summer | Dark for the summer |     |     |     |     |
| Carmen Durazo (Kim)                           |     | Not available<br>Dr's app | *      | *           | Absent | Absent   |                     |                     |     |     |     |     |
| Estela Castañeda (Castro)                     |     | Not available             | Absent | Out of town | *      | *        |                     |                     |     |     |     |     |
| Lolita Arias (Real) -- appointed in July 2015 |     |                           |        |             |        |          | Appointed           |                     |     |     |     |     |
| Fernanda Marquez (Real)                       |     | Not yet appointed         | *      | *           | Absent | Resigned |                     |                     |     |     |     |     |

Library Board of Trustees

|                               | Jan    | Feb    | Mar                                | Apr    | May    | Jun                 | Jul                 | Aug                 | Sep | Oct | Nov | Dec |
|-------------------------------|--------|--------|------------------------------------|--------|--------|---------------------|---------------------|---------------------|-----|-----|-----|-----|
| Norberto Nuñez (Moreno)       | *      | absent | Rescheduled - Open house @ schools | absent | *      | Dark for the summer | Dark for the summer | Dark for the summer |     |     |     |     |
| Elaine Perez (Hurtado)        | *      | *      |                                    | absent | *      |                     |                     |                     |     |     |     |     |
| Diana Cortez Estrada (Castro) | absent | absent |                                    | absent | absent |                     |                     |                     |     |     |     |     |
| Betty Uribe (Real)            | *      | *      |                                    | *      | absent |                     |                     |                     |     |     |     |     |
| Sugey Quezada (Kim)           | absent | *      |                                    | *      | absent |                     |                     |                     |     |     |     |     |

Recreation Commission

|                          | 1/21/2015                | 2/18/2015 | 3/18/2015 | 4/15/2015 | 5/20/2015 | June                | July                | Aug                 | Sep | Oct | Nov | Dec |
|--------------------------|--------------------------|-----------|-----------|-----------|-----------|---------------------|---------------------|---------------------|-----|-----|-----|-----|
| Bernal Yolanda (Hurtado) | Council woman<br>Hurtado | *         | absent    | *         | *         | Dark for the summer | Dark for the summer | Dark for the summer |     |     |     |     |
| Salvador Cuevas (Castro) | *                        | *         | *         | *         | absent    |                     |                     |                     |     |     |     |     |
| Gustavo Escobar (Real)   | *                        | *         | *         | absent    | *         |                     |                     |                     |     |     |     |     |
| Jesus Rojas (Kim)        | absent                   | absent    | absent    | absent    | absent    |                     |                     |                     |     |     |     |     |
| Ureña Patricia (Moreno)  | *                        | *         | *         | absent    | absent    |                     |                     |                     |     |     |     |     |

**BEAUTIFICATION COMMITTEE  
ATTENDANCE ROSTER  
JANUARY TO JUNE 2015**

| COMMITTEE MEMBERS:    | 01/13/2015<br>MEETING<br>DATE: | 2/10/2015<br>MEETING<br>DATE: | 3/10/2015<br>MEETING<br>DATE: | 4/14/2015<br>MEETING<br>DATE: | 5/12/2015<br>MEETING<br>DATE: | 6/09/2015<br>MEETING<br>DATE: |
|-----------------------|--------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Carmen Estrada        | N.M.                           | N.M.                          | N.M.                          | N.M.                          | PRESENT                       | N.M.                          |
| Angel Esparza         | N.M.                           | N.M.                          | N.M.                          | N.M.                          | ABSENT                        | N.M.                          |
| Maria L. Juarez       | N.M.                           | N.M.                          | N.M.                          | N.M.                          | PRESENT                       | N.M.                          |
| Karla Flores          | N.M.                           | N.M.                          | N.M.                          | N.M.                          | PRESENT                       | N.M.                          |
| Esther Alicia Marquez | N.M.                           | N.M.                          | N.M.                          | N.M.                          | PRESENT                       | N.M.                          |

N.Q. = No Quorum

M.C. = Meeting Cancelled

N.M. = No Meeting Scheduled

**BUSINESS IMPROVEMENT DISTRICT  
REGULAR MEETING ATTENDANCE ROSTER  
2015**

| <b>Committee members</b> | <b>March</b> | <b>April</b> | <b>May</b> | <b>June</b> | <b>July</b> | <b>August</b> |
|--------------------------|--------------|--------------|------------|-------------|-------------|---------------|
| Jaime Jimenez            | X            | absent       | X          | absent      | absent      | absent        |
| Eduardo Lopez            | X            | X            | X          | X           | X           | X             |
| Mark Holloway            | X            | absent       | X          | X           | X           | X             |
| Greg Gelman              | absent       | X            | absent     | X           | absent      | absent        |
| Robert Gronich           | absent       | X            | absent     | absent      | absent      | absent        |

NOTE: Effective March 3, 2015, any member who misses 3 meetings during a 12 month period will be removed, per Ordinance #1159

**Economic Development Commission  
ATTENDANCE ROSTER  
2015**

| Committee members | 12-Feb | 19-Mar | 4/23/2015<br>special<br>mtg | 21-May | 18-Jun | 16-Jul | 20-Aug | 17-Sep | 15-Oct | 19-Nov | 17-Dec | Total<br>Absences |
|-------------------|--------|--------|-----------------------------|--------|--------|--------|--------|--------|--------|--------|--------|-------------------|
| Ben Horton Sr.    | X      | X      | X                           | X      | X      | X      |        |        |        |        |        | none              |
| Ben Horton Jr.    | X      | absent | absent                      | X      | absent | absent |        |        |        |        |        | absent 3          |
| Celeste Jimenez   | X      | absent | absent                      | absent | absent | absent |        |        |        |        |        | absent 4          |
| Mary Salazar      | X      | X      | X                           | X      | X      | absent |        |        |        |        |        | absent 1          |
| Belinda Alvarado  |        |        | absent                      | absent | X      | X      |        |        |        |        |        | absent 1          |

FINANCIAL ADVISORY BOARD  
ATTENDANCE ROSTER 2015  
MARCH TO JUNE 2015

| Committee Members | 03/16/15           | 4/20/2015          | 5/18/2015          | 6-8-2015<br>Spc. Mtg. | 6/15/2015  |
|-------------------|--------------------|--------------------|--------------------|-----------------------|--|
| Yolanda Cordero   | Info not available | Info not available | Info not available | X                     | X  |
| Esther Gomez      | Info not available | Info not available | Info not available | X                     | X  |
| Javier Gonzalez   | Info not available | Info not available | Info not available | X                     | absent - Councilman<br>Castro sat in for Mr.<br>Gonzalez |
| Alex Perrone      | Info not available | Info not available | Info not available | X                     | absent   |
| Dr. Manuel Yañez  | ----               | ----               | ----               | ----                  | ----   |

N.Q. = No Quorum  
M.C. = Meeting Cancelled  
N.M. = No meeting called.

HISTORICAL COMMISSION  
 ATTENDANCE ROSTER  
 CALENDAR YEAR 2015

| Committee Members | 02/24/15           | 03/24/15              | 04/28/15 | 05/26/15 | 06/23/15 | 06/30/15 |
|-------------------|--------------------|-----------------------|----------|----------|----------|----------|
| Carlos Herrera    | X                  | X                     | Absent   | M.C.     | M.C.     | Absent   |
| Vincent Cuevas    | X                  | X                     | X        | M.C.     | M.C.     | X        |
| Loli Torres       | X                  | Resigned<br>3-23-2015 | -----    | -----    | -----    | -----    |
| Hilda Bowen       | X                  | X                     | X        | M.C.     | M.C.     | X        |
| Flora Martinez    | No # to<br>Contact | X                     | X        | M.C.     | M.C.     | X        |

N.Q. = No Quorum

M.C. = Meeting Cancelled

N.M. = No Meeting Scheduled

**MEASURE H COMMITTEE  
ATTENDANCE ROSTER 2015**

| Committee Members    | 01/19/15 | 02/16/15 | 03-16-2015<br>RESCHEDULED   | 3/23/2015 Sp.<br>No Quorum | 4/20/2015<br>No Quorum | 04/28/2015 Sp. | 5/26/2015 | 6/15/2015 | 7/20/2015 | 8/17/2015 |
|----------------------|----------|----------|-----------------------------|----------------------------|------------------------|----------------|-----------|-----------|-----------|-----------|
| Sonia Redona         | NM       | NM       | Rescheduled to<br>3-23-2015 | Absent                     | Absent                 | Absent         | M.C.      | Present   | N.M.      |           |
| Luis Gonzalez        | NM       | NM       | Rescheduled to<br>3-23-2015 | Absent                     | Absent                 | Absent         | M.C.      | Absent    | N.M.      |           |
| Francisco Sanchez    | NM       | NM       | Rescheduled to<br>3-23-2015 | Absent                     | Absent                 | Present        | M.C.      | Present   | N.M.      |           |
| Guillermo Hermosillo | NM       | NM       | Rescheduled to<br>3-23-2015 | Present                    | Present                | Present        | M.C.      | Present   | N.M.      |           |
| Norma Aguilar        | NM       | NM       | Rescheduled to<br>3-23-2015 | Present                    | Present                | Present        | M.C.      | Present   | N.M.      |           |

N.Q. = No Quorum

M.C. = Meeting Cancelled

N.M. = No meeting called.

PLANNING COMMISSION  
 ATTENDANCE ROSTER  
 MARCH TO JUNE 2015

| Committee Members | 3/9    | 3/23   | 5/26 | 6/8    | 6/22            | 7/13            | 7/27 | 8/10 | 8/24 | 9/14 | 9/28 | 10/12 | 10/26 | 11/9 | 11/23 | 12/14 | 12/28 |
|-------------------|--------|--------|------|--------|-----------------|-----------------|------|------|------|------|------|-------|-------|------|-------|-------|-------|
| Cesar Rodriguez   | Absent | X      | M.C. | X      | X               | X               |      |      |      |      |      |       |       |      |       |       |       |
| Daniel Romero     | X      | X      | M.C. | X      | Absent          | X               |      |      |      |      |      |       |       |      |       |       |       |
| Josie Felix       | X      | X      | M.C. | Tardy  | X               | X               |      |      |      |      |      |       |       |      |       |       |       |
| David Ouzan       | X      | X      | M.C. | X      | X               | X               |      |      |      |      |      |       |       |      |       |       |       |
| Greg Gelman       | Absent | Absent | M.C. | Absent | Position Vacant | Position Vacant |      |      |      |      |      |       |       |      |       |       |       |

N.Q. = No Quorum

M.C. = Meeting Cancelled

N.M. = No Meeting Scheduled

**POLICE COMMISSION  
ATTENDANCE ROSTER  
JANUARY TO JUNE 2015**

| Committee members    | 01/28/15 | 2/19/2015<br>Special  | 03/25/15 | 4/29/2015 | 5/19/2015<br>Special | 5/27/2015 | 6/24/2015<br>Special |
|----------------------|----------|-----------------------|----------|-----------|----------------------|-----------|----------------------|
| Guillermo Hermosillo | N.M.     | X                     | X        | M.C.      | X                    | M.C.      | X                    |
| Joe Bielma           | N.M.     | X                     | X        | M.C.      | X                    | M.C.      | Absent               |
| Francisco Sanchez    | N.M.     | Absent<br>Out of town | Absent   | M.C.      | X                    | M.C.      | X                    |
| James Beaver         | N.M.     | X                     | X        | M.C.      | X                    | M.C.      | X                    |
| German Jimenez       | N.M.     | Absent - ill          | X        | M.C.      | X                    | M.C.      | X                    |

N.Q. = No Quorum

M.C. = Meeting Cancelled

N.M. = No Meeting Scheduled

## 2.19.020 - Vacancies and removal of members.

- A. Any member of the commission may resign from any commission, board or committee at any time.
- B. A member of any commission, board, or committee may be removed at any time by the city council member who appointed such member to the respective commission, board, or committee for any reason and/or if absent from three regularly scheduled meetings in a calendar year. Such removal must be announced at a public meeting of the city council.
- C. Notwithstanding any other provision of this chapter, any member of any commission, board or committee (except non-voting ex-officio members) who absents himself or herself from any three regularly scheduled meetings (for any reason) in a twelve-month period shall automatically forfeit his or her position and shall automatically be removed from the membership of the commission, board or committee. Any member so removed shall not be reappointed for a period of one year to any city commission, board or committee. It shall be the responsibility of the chairman, vice chairman or presiding officer to report attendance at each meeting of the commission, board or committee to the city clerk.
- D. Members will also be automatically removed for violating the Political Reform Act of 1974 as determined by the appropriate agency with authority to render such decisions or failing to comply with mandatory ethics training or conflict-of-interest filings required by the state or the city.

(Ord. No. 1159, § 1, 2-3-15)

## ORDINANCE NO. 1159

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CALEXICO ADOPTING AMENDMENTS TO CHAPTER 2.19 "ELIGIBILITY AND PROCEDURES FOR COMMISSIONS, BOARDS AND COMMITTEES" SECTIONS 2.19.010 THROUGH 2.19.100 OF TITLE 2 "ADMINISTRATION AND PERSONNEL" OF THE CITY OF CALEXICO MUNICIPAL CODE**

**WHEREAS**, the City Council of the City of Calexico has reviewed Chapter 2.19 "ELIGIBILITY AND PROCEDURES FOR COMMISSIONS, BOARDS AND COMMITTEES" of TITLE 2 "ADMINISTRATION AND PERSONNEL;" and

**WHEREAS**, the City Council of the City of Calexico wishes to adopt amendments to Chapter 2.19 "ELIGIBILITY AND PROCEDURES FOR COMMISSIONS, BOARDS AND COMMITTEES" of TITLE 2 "ADMINISTRATION AND PERSONNEL."

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CALEXICO DOES HEREBY ORDAIN AS FOLLOWS:**

**Section 1.** CHAPTER 2.19 "ELIGIBILITY AND PROCEDURES FOR COMMISSIONS, BOARDS AND COMMITTEES" Sections 2.19.010 and 2.19.100 of TITLE 2 "ADMINISTRATION AND PERSONNEL" of the Calexico Municipal Code are amended and enacted to read as follows:

### SECTIONS

#### **"2.19.010 - Appointments to Commissions, Boards and Committees—Process.**

- A. Appointments to all city commissions, boards and committees, shall be made by the following process:
1. When the commission, board or committee consists of five (5) members, each City Council Member will appoint one commissioner, board member or committee member. If after a reasonable amount of time (not to exceed forty-five (45) days after an election is certified or vacancy otherwise exists), a City Council Member has failed to make an appointment, the appointment will be made by a majority vote of the City Council and the appointee shall not be removed from office except by majority vote of the City Council.
  2. When the commission, board or committee consists of seven (7) members, the first five (5) members will be appointed in the following manner: each City Council Member will appoint one commissioner. If after a reasonable amount of time, a City Council Member has failed to make an appointment, the appointment will be made by a majority vote of the City Council. The

appointment of the final two (2) members will be by a majority vote of the City Council.

B. Pursuant to this code and Government Code Section 54974, the following procedures shall be employed in filling vacancies on commissions, boards and committees in the city:

1. The City Clerk shall advise the City Council of the names of those persons whose term of office on a City commission, board or committee will be expiring thirty (30) days prior to such expiration.
2. The City Clerk shall promptly advise the City Council of any unscheduled vacancy whether due to resignation, death, termination or other causes.
  - a. Whenever an unscheduled vacancy occurs in any commission, board or committee for which the City Council has the appointing power, whether due to resignation, death, termination or other causes, a special vacancy notice shall be posted in the office of the City Clerk, and in other places as directed by the City Council not earlier than twenty (20) days before or not later than twenty (20) days after the vacancy occurs. Final appointment to the board, commission or committee shall not be made by the city council for at least ten (10) working days after the posting of the notice in the city clerk's office.
  - b. Notwithstanding subsection (C)(2)(a) of this section, the City Council may, if it finds that an emergency exists, fill the unscheduled vacancy immediately. Such emergency appointments shall be made by the Mayor with the approval of the City Council. A person appointed to fill the vacancy shall serve only on an acting basis until the final appointment is made pursuant to this section.
3. The chair of each City commission, board or committee shall notify the City Clerk of any position which should be declared vacant pursuant to the provisions of this code or state law. The City Clerk shall in turn advise the City Council of all such notification.
4. The City Council shall provide by ordinance any additional procedures necessary for appointments to commissions, boards and committees.

#### **2.19.020 Vacancies and Removal of Members.**

- A. Any member of the Commission may resign from any commission, board or committee at anytime.

- B. A member of any commission, board, or committee may be removed at any time by the City Council Member who appointed such member to the respective commission, board, or committee for any reason and/or if absent from three (3) regularly scheduled meetings in a calendar year. Such removal must be announced at a public meeting of the City Council.
- C. Notwithstanding any other provision of this Chapter, any member of any commission, board or committee (except non-voting ex-officio members) who absents himself or herself from any three (3) regularly scheduled meetings (for any reason) in a twelve (12)-month period shall automatically forfeit his or her position and shall automatically be removed from the membership of the commission, board or committee. Any member so removed shall not be reappointed for a period of one (1) year to any City commission, board or committee. It shall be the responsibility of the Chairman, Vice Chairman or presiding officer to report attendance at each meeting of the commission, board or committee to the City Clerk.
- D. Members will also be automatically removed for violating the Political Reform Act of 1974 as determined by the appropriate agency with authority to render such decisions or failing to comply with mandatory ethics training or conflict-of-interest filings required by the State of California or the City of Calexico.

#### **2.19.030 Eligibility.**

- A. To be eligible for, and to hold appointment, each appointee shall neither hold public office, or City employment, nor shall he/she be an officer of any local, state or national partisan official group. All members of commissions, boards and committees of the City shall be residents of the city or shall regularly work within the City.
- B. Members of the City Council may be appointed by the majority of the City Council to attend commission, board or committee meetings as liaisons to the City Council.
- C. Appointee shall be subject to the conflict-of-interest sections of the Political Reform Act of 1974.
- D. An individual may serve on only one (1) committee, board or committee at anytime.
- E. With the exception of the Planning Commission, which shall receive compensation as determined by the City Council, members commissions, boards and committees shall serve without compensation, provided that the City Manager or City Council may authorize the reimbursement of reasonable expenses incurred by the members in the performance of their duties.

#### **2.19.040 Disqualifying Activity.**

In the event that any commissioner, board member, or committee member shall place his/her name as a candidate or permit his/her name to be placed as a candidate for any elective office in the City of Calexico, the term of said commissioner shall automatically terminate effective on the date that his/her name is received by the public officer charged with the duty of receiving said names as candidates for elective office in the City of Calexico.

#### **2.19.050 Terms of office.**

- A. The term of office of any commissioner, board member, or committee member appointed under this chapter shall commence upon his/her appointment to said office and shall continue for the duration of the term of office of the appointing councilperson, automatically terminating at the day and hour that the City Clerk shall certify the results of the election for the office to which the appointing councilperson was elected. If a City Council Member is elected to serve another term of office, that City Council Member is entitled to make all new appointments to City commissions, boards, and committees, however, such City Council Member can choose to re-appoint his/her previous appointees for a new term concurrent with the respective City Council Member's new term of office. If the appointing councilperson shall die while holding office or be sooner removed from office by recall or resignation, the term of said City Council Member's appointee on the commission, board or committee shall terminate upon the appointment or election of a new City Council Member assuming the office of the said deceased or removed City Council Member.

By way of clarification, therefore, in the event the nominating City Council Member shall not be a full term City Council Member then the appointment of said new commissioner, board member or committee member shall be only for the unexpired portion of the term of the commissioner, board member or committee member being replaced by said appointment.

- B. The term of office of any commission, board or committee member appointed by the whole City Council on a seven (7)-member commission, board or committee, shall be for four (4) years.
- C. The term of office of a commissioner, board member, or committee member can also be terminated pursuant to Section 2.19.020 of this chapter.

#### **2.19.060 Alternates and Interim Members.**

- A. Any commissioner, board member, or committee member appointed pursuant to this chapter who is unable to attend a scheduled meeting shall immediately notify the city council member who appointed them of their anticipated absence at the meeting. The City Council Member who appointed the commissioner, board member, or committee member may serve as an alternate at the meeting.

- B. Whenever a vacancy occurs on any commission, board, or committee, the City Council Member who has the power to appoint a successor pursuant to This chapter may serve as an interim member of the commission, board, or committee until the vacancy has been filled.
- C. Any City Council Member serving as an alternate or interim member of a commission, board, or committee shall be counted for the purposes of reaching a quorum and may vote and otherwise participate in all matters before the commission, board, or committee.
- D. This section does not apply to the planning commission or the personnel commission.
- E. No more than two City Council Members may serve as alternates or interim members of the same commission, board, or committee at any given time.

**2.19.070 Organization.**

- A. The officers of City commissions, boards and committees shall consist of a Chairman, Vice Chairman and Secretary to be elected by the commission, board, or committee, and such other offices as Commission may from time to time designate. The term of said officers shall be fixed by the commission, board or committee.
- B. Each commission, board and committee shall make its own rules and regulations and fix the procedure for calling, holding and conducting meetings; providing, that such rules and regulations are not in conflict with the Brown Act or with the provisions of any laws of the State of California or the City of Calexico.

**2.19.080 Meetings and Quorum.**

- A. Each commission, board or committee shall meet regularly at a time and place in the City to be determined by the commission, board or committee. Meetings shall not be held on legal holidays of the City.
- B. Special meetings of the called by the Chairman of the Commission or the Vice Chairman in the Chairman's absence, majority of the Commission, City Council, City Manager or staff member assigned to work with the commission, board or committee. Notice of special meetings shall be given each member of the commission, board or committee in compliance with the Brown Act and in a reasonable time in advance of the meeting.
- C. Three (3) voting members of the commission, board or committee shall constitute a quorum of the commission, board or committee for the purpose of transacting business.

D. No action authorizing the expenditure of funds shall be taken by the commission, board or committee at any meeting other than a regular meeting by a majority vote.

E. Each commission, board or committee shall keep a public record of its transactions, findings, determinations and recommendations.

**2.19.090 Commission, Board or Committee Staff Support.**

The City Manager will assign a staff member to each commission, board or committee.

**2.19.100 Commission, Board or Committee Budget.**

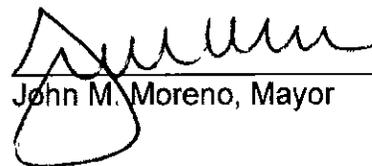
Each commission, board and committee may receive funds by an annual appropriation in the City budget or by government corporate or private grants or donations, and from the proceeds of City-approved functions. All such funds shall be held and managed as the City Manager or City Council may direct."

**Section 3.** Except as expressly modified pursuant to this Ordinance, all provisions of the Calexico Municipal Code shall remain unmodified and in full force and effect.

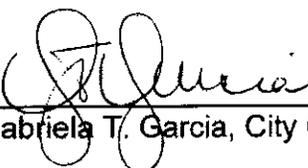
**Section 4.** The City Clerk shall certify to the passage and adoption of this Ordinance, and shall make a minute of the passage and adoption thereof in the records of the proceedings of the City Council at which the same is passed and adopted. This ordinance shall be in full force and effect thirty (30) days after its final passage and adoption, and within fifteen (15) days after its final passage, the City Clerk shall cause it to be published in a newspaper of general circulation.

First read at a regular meeting of the City Council held on the 20th day of January, 2015 and adopted and ordered published at a regular meeting of said Council on the 3rd day of February, 2015.

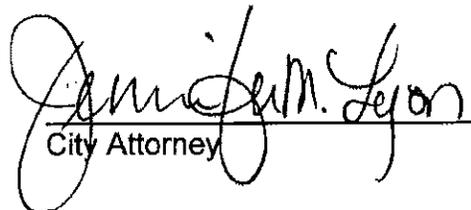
**PASSED, APPROVED AND ADOPTED this 3rd day of February, 2015.**

  
\_\_\_\_\_  
John M. Moreno, Mayor

**ATTEST:**

  
\_\_\_\_\_  
Gabriela T. Garcia, City Clerk

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
City Attorney

SAMPLE LETTER

August \_\_\_\_, 2015

Re: \_\_\_\_\_ Commission Appointment – Forfeiture of Position

Dear \_\_\_\_\_:

Section 2.19.020(c) of the City of Calexico Municipal Code states as follows:

Notwithstanding any other provision of this chapter, any member of any commission, board or committee (except non-voting ex-officio members) who absents himself or herself from any three regularly scheduled meetings (for any reason) in a twelve-month period shall automatically forfeit his or her position and shall automatically be removed from the membership of the commission, board or committee. Any member so removed shall not be reappointed for a period of one year to any city commission, board or committee. It shall be the responsibility of the chairman, vice chairman or presiding officer to report attendance at each meeting of the commission, board or committee to the city clerk.

The \_\_\_\_\_ Commission held regular meetings on \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_. The City’s records show that you did not attend those meetings (see attached attendance roster). As a result, under the above-quoted section, you have automatically forfeited your position on the \_\_\_\_\_ Commission.

Thank you for your service to the Calexico \_\_\_\_\_ Commission. If you have any questions, please do not hesitate to call (760) 768-2102 for assistance.

Sincerely,

Gabriela T. Garcia  
Deputy City Clerk

Enclosure

cc: Mayor Joong S. Kim and City Council Members  
Richard N. Warne, City Manager  
Mark Austin, Interim City Attorney

## **Gabby Garcia**

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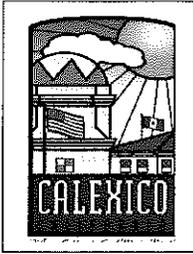
**From:** John Quinn <jquinn@calexico.ca.gov>  
**Sent:** Wednesday, August 12, 2015 3:24 PM  
**To:** 'Gabby Garcia'  
**Subject:** Resignation

Gabby:

Please let it be known that Yoli Cordero resigned her position as Chair of the Financial Advisory Board (FAB) on or about August 3, 2015. She was appointed by Councilwoman Maritza Hurtado. Her resignation came to me via phone call.

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# AGENDA STAFF REPORT

**DATE:** August 18, 2015

**TO:** Mayor and City Council

**APPROVED BY:** Richard N. Warne, Interim City Manager *nee*

**PREPARED BY:** Gabriela T. Garcia, Deputy City Clerk *[Signature]*

**SUBJECT:** Mayor Kim Agenda Item Request: Appointment by Mayor of a Hearing Officer (No Name Submitted in Advance by Mayor Kim).

=====

**Recommendation:**

Mayor to make appointment of Hearing Officer.

**Background:**

Pursuant to Municipal Code Section 1.27.090 - Hearing Officer.

- A. The Mayor shall appoint an administrative hearing officer and any alternate administrative hearing officers as needed. The terms of the administrative hearing officer and any alternate administrative hearing officers shall be commensurate with the term of the mayor. Any administrative hearing officer may be removed at any time by the mayor. Upon expiration of the mayor's term or upon a vacancy in the position of mayor, all administrative hearing officers shall remain in place until new administrative hearing officers are appointed by the succeeding Mayor.
- B. Administrative hearing officers shall have the following qualifications:
  - 1. A bachelor's degree from an accredited college or university or a combination of (i) a certificate from a training course for administrative hearing examiners and (ii) at least three years of relevant practical experience in the area of law enforcement, legal training, code enforcement or any other applicable field;
  - 2. The ability to exercise independent and fair judgment; and
  - 3. Any specific training as required by state or local law. As for hearing officers who hear appeals of parking violations, a minimum of twenty hours of training within the past five years pursuant to Vehicle Code Section 40215 is required (up to twelve hours of relevant experience may be substituted for up to twelve hours of training).
- C. The hearing officers shall be compensated at the rate of eighty-three dollars per month, fifty dollars per hearing, or as otherwise set by city council resolution. The employment, performance evaluation, compensation and benefits of the hearing officers, if any, shall not be directly or indirectly conditioned upon the amount of administrative citation fines upheld by the hearing officer.

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D. Hearing officers shall not be Calexico city employees.

**Discussion & Analysis:**

The City currently uses the Administrative Hearing Officer to perform hearings for appeals of administrative citations related to building, planning and code enforcement issues as well as appeals for parking violations.

As per Calexico Municipal Code Section 1.27.090 the Mayor shall appoint a Hearing Officer and any alternate hearing officers as needed. The terms of the Hearing Officer and any alternate hearing officers shall be commensurate with the term of the mayor.

**Fiscal Impact:**

None.

**Coordinated With:**

None.

**Attachment:**

Municipal Code Section 1.27.090.  
Ordinance No. 1127.

## 1.27.090 - Hearing officer.

- A. The mayor shall appoint an administrative hearing officer and any alternate administrative hearing officers as needed. The terms of the administrative hearing officer and any alternate administrative hearing officers shall be commensurate with the term of the mayor. Any administrative hearing officer may be removed at any time by the mayor. Upon expiration of the mayor's term or upon a vacancy in the position of mayor, all administrative hearing officers shall remain in place until new administrative hearing officers are appointed by the succeeding mayor.
- B. Administrative hearing officers shall have the following qualifications:
1. A bachelor's degree from an accredited college or university or a combination of (i) a certificate from a training course for administrative hearing examiners and (ii) at least three years of relevant practical experience in the area of law enforcement, legal training, code enforcement or any other applicable field;
  2. The ability to exercise independent and fair judgment; and
  3. Any specific training as required by state or local law. As for hearing officers who hear appeals of parking violations, a minimum of twenty hours of training within the past five years pursuant to Vehicle Code Section 40215 is required (up to twelve hours of relevant experience may be substituted for up to twelve hours of training).
- C. The hearing officers shall be compensated at the rate of eighty-three dollars per month, fifty dollars per hearing, or as otherwise set by city council resolution. The employment, performance evaluation, compensation and benefits of the hearing officers, if any, shall not be directly or indirectly conditioned upon the amount of administrative citation fines upheld by the hearing officer.
- D. Hearing officers shall not be Calexico city employees.

(Ord. 1053 § 2 (part), 2007)

(Ord. No. 1066, § 2, 9-1-09; Ord. No. 1127, § 1, 12-21-10)

**ORDINANCE NO. 1127**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CALEXICO,  
CALIFORNIA AMENDING CHAPTER 1.27 OF THE CALEXICO MUNICIPAL CODE  
RELATED TO QUALIFICATIONS OF ADMINISTRATIVE HEARING OFFICERS**

**WHEREAS**, the City Council wishes to amend the qualifications necessary to be a hearing officer.

**NOW, THEREFORE**, the City Council of the City of Calexico does ordain as follows:

**SECTION ONE:**

That Title 1, Chapter 1.27, Section 1.27.090 of the Municipal Code is amended as follows:

“1.27.090 Hearing officer.

A. The mayor shall appoint an administrative hearing officer and any alternate administrative hearing officers as needed. The terms of the administrative hearing officer and any alternate administrative hearing officers shall be commensurate with the term of the mayor. Any administrative hearing officer may be removed at any time by the mayor. Upon expiration of the mayor’s term or upon a vacancy in the position of mayor, all administrative hearing officers shall remain in place until new administrative hearing officers are appointed by the succeeding mayor.

B. Administrative hearing officers shall have the following qualifications:

1. A bachelor’s degree from an accredited college or university or a combination of (i) a certificate from a training course for administrative hearing examiners and (ii) at least three (3) years of relevant practical experience in the area of law enforcement, legal training, code enforcement or any other applicable field;
2. The ability to exercise independent and fair judgment; and
3. Any specific training as required by state or local law. As for hearing officers who hear appeals of parking violations, a minimum of 20 hours of training within the past five years pursuant to Vehicle Code section 40215 is required (up to 12 hours of relevant experience may be substituted for up to 12 hours of training).

C. The hearing officers shall be compensated at the rate of \$83.00 per month, \$50.00 per hearing, or as otherwise set by City Council resolution. The employment, performance evaluation, compensation and benefits of the hearing officers, if any, shall not be directly or indirectly conditioned upon the amount of administrative citation fines upheld by the hearing officer.”

**SECTION TWO:**

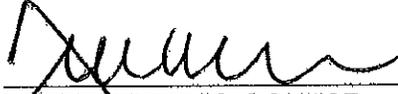
This ordinance was introduced on December 7, 2010 and adopted on December 21, 2010 and shall become effective 30 days after the date of adoption.

**SECTION THREE:**

The City Clerk is directed to prepare and have published a summary of this ordinance no less than five (5) days prior to the consideration of its adoption and again fifteen (15) days following adoption indicating votes cast.

PASSED, APPROVED AND ADOPTED, at a regular meeting of the City Council of the City of Calexico, California held on this 21st day of December, 2010.

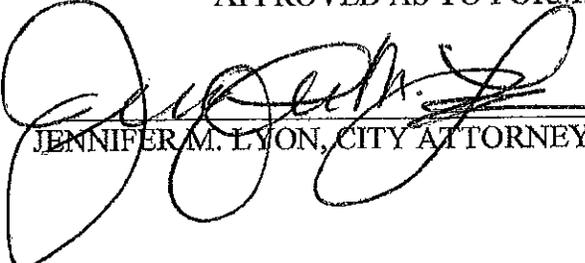
CITY OF CALEXICO

  
\_\_\_\_\_  
JOHN MORENO, MAYOR

ATTEST:

  
for LOURDES CORDOVA, CITY CLERK

APPROVED AS TO FORM:

  
\_\_\_\_\_  
JENNIFER M. LYON, CITY ATTORNEY

STATE OF CALIFORNIA )  
COUNTY OF IMPERIAL ) SS  
CITY OF CALEXICO )

I Lourdes Cordova, City Clerk of the City of Calexico, California, do hereby certify under penalty of perjury that the foregoing Ordinance No. 1127, that was introduced at a regular meeting of the Calexico City Council held on December 7, 2010, was duly passed and adopted by said City Council at a Regular Meeting held on December 21, 2010, by the following vote to wit:

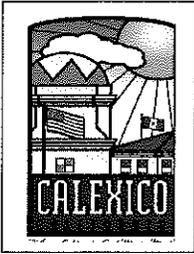
AYES: MORENO, CASTRO, ROMERO, HURTADO, HODGE  
NOES: NONE  
ABSENT: NONE  
ABSTAIN: NONE

  
\_\_\_\_\_  
LOURDES CORDOVA, CITY CLERK

SEAL

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# AGENDA STAFF REPORT

**DATE:** August 18, 2015

**TO:** Mayor and City Council

**APPROVED BY:** Richard N. Warne, Interim City Manager *RW*

**PREPARED BY:** Gabriela T. Garcia, Deputy City Clerk *GTG*

**SUBJECT:** Mayor Kim Agenda Item Request: Mayor's Appointment to the Centinela State Prison Citizen Advisory Committee

=====

**Recommendation:**

Mayor Kim to make appointment to the Centinela State Prison Citizen Advisory Committee.

**Background:**

The Centinela State Prison has a Citizen's Advisory Committee that is made up of community members nominated by various elected officials and governing bodies in the area. One of the committee goals is to encourage community service projects, open houses, public education efforts, and any other appropriate activities aimed at strengthening the institution's partnership with the community. Historically, the City of Calexico has had a representative on the committee for many years and the appointment to this committee is made by the incoming Mayor.

**Discussion & Analysis:**

Mayor Kim requested that this item be brought before the Council for an appointment to be made to the committee to represent the City of Calexico.

**Fiscal Impact:**

None.

**Coordinated With:**

None.

**Attachment:**

Description of Centinela State Prison Citizen Advisory Committee.

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# **Citizen's Advisory Committee**

## **Functions**

The Warden shall establish a Citizens Advisory Committee which shall be used to:

- Improve the public's understanding of correctional programs.
- Influence correctional directions.
- Suggest means to improve and participate in inmate programming.

The role of the committees is to:

- Provide an important opportunity for the Department to gain the support of interested and concerned citizens. Wardens shall extend an invitation to committee members to acquaint themselves with the institution's facilities and programs.
  - Voice their concerns and make suggestions for facility and program enhancements as well as to support the institution or facility and its programs.
  - Play a key role in furthering the Department's mission. Wardens shall regularly attend meetings and shall feel free to share information with the committee on problems, progress, and resolutions.
  - Encourage community service projects, open houses, public education efforts, and any other appropriate activities aimed at strengthening the institution's partnership with the community.

## **Composition**

The Warden shall appoint a 12 member Citizens Advisory Committee from a list of nominations submitted as follows:

- Two persons from nominations submitted by the Assembly member in whose district the prison is located.
- Two persons from nominations submitted by the Senator in whose district the prison is located.
- Two persons from nominations submitted by the city council of the city containing or nearest to the institution.
- Two persons from nominations submitted by the county board of supervisors of the county containing the institution.
- One person from nominations submitted by the Chief of Police of the city containing or nearest to the institution and the county sheriff of the county containing the institution.
- Three persons selected by the Warden including one who is a victim of a crime or a representative of a victim's organization.

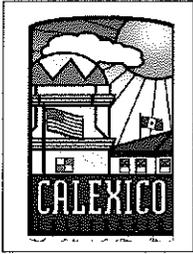
## **Selection**

Nominators shall submit biographical data for each nominee.

The Department's EEO and affirmative action policies shall be considered in the selection of nominees.

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# AGENDA STAFF REPORT

**DATE:** August 18, 2015

**TO:** Mayor and City Council

**APPROVED BY:** Richard N. Warne, City Manager *RW*

**PREPARED BY:** Gabriela T. Garcia, Deputy City Clerk

**SUBJECT:** Mayor Kim Agenda Item Request: Mayor's Appointment to the Oversight Board for the Calexico Community Redevelopment Agency Successor Agency (No Name Submitted in Advance by Mayor Kim)

=====

## Recommendation:

Mayor to make one appointment to the Oversight Board for the Calexico Community Redevelopment Agency Successor Agency.

## Background:

The legislation authorized as ABx1 26 requires that there shall be an oversight board (Oversight Board) established for each former California redevelopment agency's successor agency (Successor Agency). The Oversight Board supervises the activities of the Successor Agency and the wind down of the dissolved redevelopment agency's affairs pursuant to ABx1 26. It has a fiduciary responsibility to holders of enforceable obligations and taxing entities that benefit from the distributions of property tax and other revenues of the Successor Agency. The Oversight Board also approves the Successor Agency administrative budget.

The Oversight Board consists of seven members appointed by:

- One member appointed by the County Board of Supervisors;
- One member appointed by the Mayor of Calexico;
- One member appointed by the largest special district taxing entity in Calexico;
- One member appointed by the County Board of Education;
- One member appointed by the Chancellor of California Community Colleges;
- One member of the public appointed by the County Board of Supervisors; and
- One member representing the employees of the former Redevelopment Agency appointed by the Mayor.

In April of 2012, the Oversight Board was formed and the Board has been meeting as necessary to consider and take necessary actions as required by ABx1 26 and AB 1484. Daniel Romero, as Mayor for the City of Calexico in April of 2012, appointed himself and the City Manager to the two positions on the Oversight Board to represent the City. In December of 2012, when Maritza Hurtado became Mayor, she confirmed her appointments to the Oversight Board (herself and City Manager). On October 15, 2013, Mayor Hodge confirmed Council Member Hurtado and the City Manager as his appointees

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to the Oversight Board and their appointments were anticipated to run through until June 30, 2016.

**Discussion & Analysis:**

The item before the Council tonight is to allow the current Mayor to make one appointment to the Oversight Board. Said appointee will serve in an at-will appointment and can be removed from the Oversight Board with or without cause. It is anticipated that the Mayor's appointees to the Oversight Board will serve until June 30, 2016 unless a member resigns, is removed, and/or the Mayor makes a new appointment. Commencing on July 1, 2016, all of the Oversight Boards for the various former redevelopment agencies in a particular county will be consolidated into a single county-wide Oversight Board of a composition specified by ABx1 26. The Oversight Board is deemed to be a local entity for purposes of the Ralph M. Brown Act, the California Public Records Act, and the Political Reform Act of 1974. The Successor Agency will be responsible for posting the agendas and minutes of Oversight Board meetings and maintaining information on the website.

**Fiscal Impact:**

ABx1 26 states that the Oversight Board members shall serve without compensation or reimbursement for expenses from the Successor Agency. However, the Successor Agency is responsible for paying all costs of the meetings of the Oversight Board and such costs may be included in the Successor Agency's administrative budget.

**Coordinated With:**

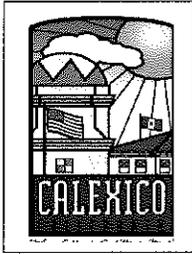
None.

**Attachment:**

None.

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# AGENDA STAFF REPORT

**DATE:** August 18, 2015  
**TO:** Mayor and City Council  
**APPROVED BY:** Richard N. Warne, City Manager *RNW*  
**PREPARED BY:** Gabriela T. Garcia, Deputy City Clerk  
**SUBJECT:** Appointment by City Council of a Resident Commissioner to the Calexico Housing Authority Board.

=====

**Recommendation:**

City Council make the appointment of a Resident Commissioner to the Calexico Housing Authority Board.

**Background:**

A position of a resident Commissioner to the Housing Authority Board expired on July 18, 2015. The City Council as a whole needs to fill this position. The position was advertised on the City website, City Hall, Camarena Library and in the Calexico Chronicle, IV Press and El Sol del Valle.

**Discussion & Analysis:**

The applicants for this position must be residents of the Calexico Housing Authority. The following persons submitted applications for the position of Resident Commissioner:

Juan Villareal  
Olivia Valenzuela  
Daniel Santillan

**Fiscal Impact:**

None.

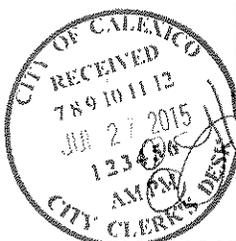
**Coordinated With:**

None.

**Attachment:**

Applications from Juan Villareal, Olivia Valenzuela, Daniel Santillan.





**CITY OF CALEXICO  
APPLICATION FOR CITY COMMISSION  
And  
STATEMENT OF QUALIFICATIONS**

ALL APPLICANTS MUST EITHER  
RESIDE, BE EMPLOYED, OR  
REGISTERED TO VOTE IN THE CITY  
OF CALEXICO. PROOF IS  
REQUIRED WHEN SUBMITTING  
THIS APPLICATION.

APPLICATION IS FOR THE FOLLOWING COMMISSION:  
(A separate application is required for each commission)

Housing Commission

**PERSONAL INFORMATION:**

Name Olivia Valenzuela

Residence Address 707 Rockwood Ave

Length of time at this Address: 35 yrs E-mail address: Olivalva67@yahoo.com

Home Phone No. \_\_\_\_\_ Cell/Message Phone No. 760-412-7648

Are you 18 years of age or older? Yes Are you registered to vote in the City of Calexico? Yes

Do you currently serve as an elected or appointed official for any board and/or agency within the City of Calexico? \_\_\_\_\_  
If yes, name of agency and position: Sr. Citizens Commission

EDUCATION: Highest level of education completed: 14th - IVE

Name of Institution where Highest Level of Education was completed: Imperial Valley College

Location of Institution: Imperial, Ca.

**EMPLOYMENT INFORMATION / EXPERIENCE:**

| Name and Address of Employer (s)                  | Position Title            | Dates of Employment |
|---|---------------------------|---------------------|
| <u>Retired - Calexico Unified School District</u> | <u>Accountant Assist.</u> | <u>32 Yrs.</u>      |

**IMPORTANT:** Read the following carefully and answer completely. A conviction is not an automatic bar to appointment. Each case is considered on its individual merits.

HAVE YOU EVER BEEN CONVICTED OF A FELONY OR MISDEMEANOR OTHER THAN A MINOR TRAFFIC VIOLATION? No  
If yes, Please list all offenses, date and place of offenses(s), and the sentence/fine received:

**ACKNOWLEDGMENT/CERTIFICATION:**

I understand that upon filing, this application becomes a public record. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct

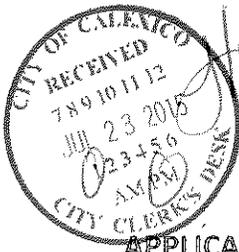
Olivia Valenzuela  
Signature and Date

Do Not Write Below this Line -- For City Use Only

Applicant furnished proof of eligibility requirements via:

Proof of residency:  Yes  No  
Proof of employment:  Yes  No  
Voter Registration Verification:  Yes  No

Appointment By: \_\_\_\_\_  
Term Expires: \_\_\_\_\_  
Date & Clerk Verifying: \_\_\_\_\_



**CITY OF CALEXICO**  
**APPLICATION FOR CITY COMMISSION**  
 And  
**STATEMENT OF QUALIFICATIONS**

ALL APPLICANTS MUST EITHER  
 RESIDE, BE EMPLOYED, OR  
 REGISTERED TO VOTE IN THE CITY  
 OF CALEXICO. PROOF IS  
 REQUIRED WHEN SUBMITTING  
 THIS APPLICATION.

APPLICATION IS FOR THE FOLLOWING COMMISSION:  
 (A separate application is required for each commission)

Calexico Housing Authority

**PERSONAL INFORMATION:**

Name Juan G. Villarreal  
 Residence Address 605 Lincoln St. Calexico, Calif 92231  
 Length of time at this Address: 30+ E-mail address: juan9911@att.net  
 Home Phone No. 760-357-6849 Cell/Message Phone No. \_\_\_\_\_  
 Are you 18 years of age or older? yes Are you registered to vote in the City of Calexico? yes  
 Do you currently serve as an elected or appointed official for any board and/or agency within the City of Calexico? \_\_\_\_\_  
 If yes, name of agency and position: \_\_\_\_\_

**EDUCATION:** Highest level of education completed: \_\_\_\_\_

Name of Institution where Highest Level of Education was completed: CSU@Bakersfield - 1 VC  
 Location of Institution: Calexico and San Diego - San Diego State University  
Bakersfield Calif. - Imperial, Calif.

**EMPLOYMENT INFORMATION / EXPERIENCE:**

| Name and Address of Employer (s) | Position Title | Dates of Employment |
|----------------------------------|----------------|---------------------|
| <u>Calexico High School</u>      | <u>Teacher</u> | <u>1980 to 2011</u> |
| <u>District - Calexico</u>       | <u>Retired</u> |                     |

**IMPORTANT:** Read the following carefully and answer completely. A conviction is not an automatic bar to appointment. Each case is considered on its individual merits.

HAVE YOU EVER BEEN CONVICTED OF A FELONY OR MISDEMEANOR OTHER THAN A MINOR TRAFFIC VIOLATION? yes  
 If yes, Please list all offenses, date and place of offenses(s), and the sentence/fine received:  
Misdemeanor - Traffic

**ACKNOWLEDGMENT/CERTIFICATION:**

I understand that upon filing, this application becomes a public record. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct

Juan G. Villarreal  
 Signature and Date

Do Not Write Below this Line - For City Use Only

Applicant furnished proof of eligibility requirements via:

Proof of residency:  Yes  No  
 Proof of employment:  Yes  No  
 Voter Registration Verification:  Yes  No

Appointment By: \_\_\_\_\_  
 Term Expires: \_\_\_\_\_  
 Date & Clerk Verifying: \_\_\_\_\_

**From:** Juan G. Villarreal  
605 Lincoln Street.  
Calexico, Calif. 92231

**To:** Calexico City Council  
608 Heber Avenue  
Calexico, Calif. 92231

**Re:** Letter of Interest - Appointment  
Calexico Housing Authority's Board

**Date:** Wednesday, July 22, 2015

Honorable Councilmen and Councilwoman,

I am submitting my letter of interest to be considered and be appointed to serve as a Public Commissioner to the Calexico Housing Authority's board of Directors. I understand that the Calexico City Council will be selecting one or more commissioners in your next regular meeting to fill one or more expired terms.

I was a teacher for the Calexico Unified School District for over thirty years and I am now retired. As a teacher I had to work with different groups of students and with different groups of parents as well. I served as a Department Chair several times and during that time, I had to speak to students, parents, staff, and members of the community in both English and Spanish in order to address matters of Education. I was also a coach and referee students in our community.

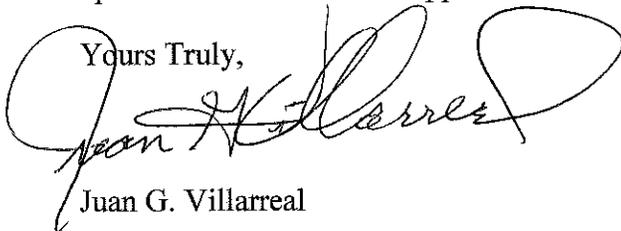
As a member of the Calexico Teacher's Association, I served as a representative for my School many times and was a treasurer for the association for two terms.

In my community I was part of the AYSO program. I was also a member and served as Vice-President of the Imperial Valley Soccer Association.

As follows, my involvement and contributions to the community has given me the foresight and ability to better understand policies and Procedures.

From the above, I believe I will be a great asset in the capacity of Public Commissioner for the Calexico Housing Authority's Board of Directors. In closing, I will appreciate the Council's upmost consideration and appointment.

Yours Truly,

A handwritten signature in black ink, appearing to read 'Juan G. Villarreal', written in a cursive style. The signature is positioned above the printed name.

Juan G. Villarreal



**CITY OF CALEXICO**  
**APPLICATION FOR CITY COMMISSION**  
 And  
**STATEMENT OF QUALIFICATIONS**

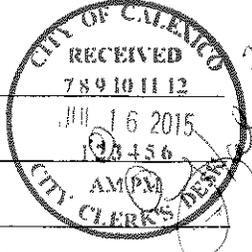
ALL APPLICANTS MUST EITHER  
 RESIDE, BE EMPLOYED, OR  
 REGISTERED TO VOTE IN THE CITY  
 OF CALEXICO. PROOF IS  
 REQUIRED WHEN SUBMITTING  
 THIS APPLICATION.

APPLICATION IS FOR THE FOLLOWING COMMISSION:  
 (A separate application is required for each commission)

Housing Authority

**PERSONAL INFORMATION:**

Name: DANIEL SANTILLAN  
 Residence Address: 826 BEACH AV. CALEXICO  
 Length of time at this Address: 1997 E-mail address: NONE  
 Home Phone No. 768-6070 Cell/Message Phone No. NONE  
 Are you 18 years of age or older? YES Are you registered to vote in the City of Calexico? YES  
 Do you currently serve as an elected or appointed official for any board and/or agency within the City of Calexico? NO  
 If yes, name of agency and position: NO



**EDUCATION:** Highest level of education completed: 14 BOKS  
 Name of Institution where Highest Level of Education was completed: FVC  
 Location of Institution: IMPERIAL

**EMPLOYMENT INFORMATION / EXPERIENCE:**

| Name and Address of Employer (s) | Position Title        | Dates of Employment      |
|----------------------------------|-----------------------|--------------------------|
| <u>CLX SCHOOL DIST</u>           | <u>TRUANT OFFICER</u> | <u>RETIRED 1991-2012</u> |

**IMPORTANT:** Read the following carefully and answer completely. A conviction is not an automatic bar to appointment. Each case is considered on its individual merits.

HAVE YOU EVER BEEN CONVICTED OF A FELONY OR MISDEMEANOR OTHER THAN A MINOR TRAFFIC VIOLATION? NO  
 If yes, Please list all offenses, date and place of offenses(s), and the sentence/fine received:  
NEVER, NOT EVEN CHARGED

**ACKNOWLEDGMENT/CERTIFICATION:**

I understand that upon filing, this application becomes a public record. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct

D. Santillan  
 Signature and Date

Do Not Write Below this Line - For City Use Only

Applicant furnished proof of eligibility requirements via:  
 Proof of residency:  Yes  No Appointment By: \_\_\_\_\_  
 Proof of employment:  Yes  No Term Expires: \_\_\_\_\_  
 Voter Registration Verification:  Yes  No Date & Clerk Verifying: \_\_\_\_\_

DANIEL SANTILLAN RETIRED CLX SCHOOL DIST  
9-25-45 DOB  
826 BEACH CLX

TO THE CITY OF CALEXICO: MY PAST EXPERIENCE,  
WHICH I BELIEVE QUALIFIES ME TO SIT ON THE HOUSING  
ADVISORY BOARD.

- 1969 ECONOMIC OPPORTUNITY COMMISSION
- 1970 COMMUNITY WORKER WITH LOW-INCOME FAMILIES  
// OF IMPERIAL VALLEY.
- 1970 RURAL DEVELOPMENT CORPORATION
- 1971 (NOW CAMPESINOS UNIDOS UNIDOS) TAUGHT  
// ENGLISH AS A SECOND LANGUAGE, CONSUMER  
// EDUCATION AND CITIZENSHIP CLASSES.  
// ALSO THE CONVASING/SURVEY OF THE NORTH  
// END OF IMPERIAL VALLEY RESULTED IN THE  
// OPENING OF LA CLINICA DE CAMPESINOS (NOW  
// LA CLINICA DEL PUEBLO).
- 1971 THE UNITED FARM WORKERS (CESAR CHAVEZ)
- 1976 REPRESENTED FARM WORKERS AS A UNION  
// ORGANIZER AND CONTRACT ENFORCER.
- 1976 CALIFORNIA RURAL LEGAL ASSISTANCE
- 1982 SERVED AS A PARALEGAL FOR PEOPLE OF  
// LOW RESOURCES OF IMPERIAL VALLEY.