

**AGENDA  
ITEM**

**11**



**CITY COUNCIL**  
**AGENDA STAFF REPORT**

**DATE:** April 15, 2026  
**TO:** Mayor and City Council  
**APPROVED BY:** Benjamin Martinez, City Manager *Bm*  
**PREPARED BY:** Veronica Luna-Alvarado, City Clerk *[Signature]*  
**SUBJECT:** Appointments by the City Council to the Personnel Commission.

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**Recommendation:**

Appointments by the City Council to the Personnel Commission.

**Background:**

On November 5, 2024 all five council members were elected to serve on the Calexico City Council. As a result, all members must make appointments to the existing commissions, boards, and committees.

**Discussion and Analysis:**

The Municipal Code, Section 2.19.010(A)(1)(a) states as follows:

“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 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 continue for the duration of the term of office of the city council member who failed to make the appointment and shall not be removed from office except by majority vote of the city council. When the term of a commissioner, board member, or committee member appointed by the majority vote of the city council expires or the member's seat becomes vacant, the original council member who failed to appoint that member shall regain the ability to make an appointment for that particular commission, board, or committee.” (CMC § 2.19.010(A)(1)(a).)

The criteria for an appointee to hold office is listed below:

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 boards, commissions and committees of the city shall be residents of the city or shall regularly work within the city. (§ 2.19.030.A)

The following person has submitted an application for the Personnel Commission:

1. Liliana Hernandez
2. Mirian Ortega
3. Michael Gutierrez

\*\* Please note that pursuant to Section 2.19.30 Eligibility (D) An individual may serve on only one (1) commission, board or committee at any time.

**Fiscal Impact:**

None

**Coordinated With:**

None

**Attachment(s):**

1. Three Commission Applications

# ATTACHMENT NO. 1



**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)*

**Personnel Commission**

**PERSONAL INFORMATION:**

Name Liliana Hernandez

Residence Address [REDACTED]

Length of time at this Address: 17 years E-mail address: [REDACTED]

Home Phone No. N/A Cell/Message Phone No. [REDACTED]

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: \_\_\_\_\_

**EDUCATION:** Highest level of education completed: Bachelor Degree

Name of Institution where Highest Level of Education was completed: Baja California State University

Location of Institution: Mexicali; B.C., Mex.

**EMPLOYMENT INFORMATION / EXPERIENCE:**

City of Calexico

Name and Address of Employer (s)	Position Title	Dates of Employment
I.C. Behavioral Health Services	Office Technician	07/12/2024
I.C. Behavioral Health Services	Office Assistant	06/28/2021

**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.

[REDACTED] 03/26/2026  
**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: \_\_\_\_\_



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**APPLICATION FOR CITY COMMISSION**  
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 THIS APPLICATION.

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

Personnel

**PERSONAL INFORMATION:**

Name Mirian Ortega

Residence Address

Length of time at this Address: 16 yrs E-mail address:

Home Phone No. \_\_\_\_\_ 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? No  
 If yes, name of agency and position: \_\_\_\_\_

**EDUCATION:** Highest level of education completed: BA

Name of Institution where Highest Level of Education was completed: SDSU

Location of Institution: Calexico

**EMPLOYMENT INFORMATION / EXPERIENCE:**

City of Calexico

Name and Address of Employer (s)	Position Title	Dates of Employment
<u>SDSU - IV 720 Heber Ave</u>	<u>Bilingual Projects Coordinator</u>	<u>12/1997 to 03/2003</u>

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\_\_\_\_\_  
 \_\_\_\_\_

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

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



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

**Personnel Commission**

**PERSONAL INFORMATION:**

Name Michael Gutierrez

Residence Address [REDACTED]

Length of time at this Address: 60 years E-mail address: [REDACTED]

Home Phone No. \_\_\_\_\_ Cell/Message Phone No. [REDACTED]

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: \_\_\_\_\_

**EDUCATION:** Highest level of education completed: H.S. Diploma

Name of Institution where Highest Level of Education was completed: \_\_\_\_\_

Location of Institution: \_\_\_\_\_

**EMPLOYMENT INFORMATION / EXPERIENCE:**

City of Calexico

Name and Address of Employer (s)	Position Title	Dates of Employment
Central Union High School District	Campus Security	2/14/1992 to 10/10/2024 Retired

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 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.

[REDACTED]  
 Signature and Date

3-26-2024

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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: \_\_\_\_\_