

**AGENDA  
ITEM**

**11**



# CITY COUNCIL AGENDA STAFF REPORT

**DATE:** July 25, 2024  
**TO:** Mayor and City Council  
**APPROVED BY:** Juan Contreras, Acting City Manager *JAC*  
**PREPARED BY:** Veronica L. Alvarado, City Clerk *VLA*  
**SUBJECT:** Appointment by Council Member Tylanda to the Library Board of Trustees

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**Recommendation:**

Appointment by Council Member Tylanda to the Library Board of Trustees.

**Background:**

Council Member Tylanda was appointed on May 28, 2024, to serve as Council Member on the Calexico City Council. As a result, Council Member Tylanda must make appointments to the existing commissions, boards, and committees.

**Discussion and Analysis:**

Pursuant to section 2.19.010, each councilmember will appoint one member to each board, commission or committee. No ratification/approval by the whole Council is required.

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

1. Pursuant to Ordinance No. 1226, Section 2.19.030 Eligibility Sections A-E.
  - 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 commission, board or committee at any time.
  - E. With the exception of the planning commission, which shall receive compensation as determined by the city council, commission, board and committee members shall receive a stipend of fifty dollars (\$50) for each meeting that the member attends. The city manager or

city council may authorize the reimbursement of reasonable expenses incurred by the members in the performance of their duties.

The positions were advertised on the City's social media pages and website.

The following application was received for the Library Board of Trustees:

- Elena Huie-Mendez

**Fiscal Impact:**

None

**Coordinated With:**

None

**Attachment(s):**

1. Applications (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)

Calexico Library Board of Trustees

**PERSONAL INFORMATION:**

Name Elena Huie-Mendez  
 Residence Address [Redacted]  
 Length of time at this Address: 31 yrs E-mail address: [Redacted]  
 Home Phone No. [Redacted] Cell/Message Phone No. [Redacted]

**RECEIVED**  
 JUN 21 2024  
 City of Calexico  
 City Clerk's Office

KbS 4:25pm

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? Yes  
 If yes, name of agency and position: Board member Vincent Memorial Catholic H.S.

**EDUCATION:** Highest level of education completed: Masters  
 Name of Institution where Highest Level of Education was completed: UC San Diego / San Diego St. Univ.  
 Location of Institution: UCSD: La Jolla, CA and SDSU-Imp: Calexico, CA

**EMPLOYMENT INFORMATION / EXPERIENCE:**

| Name and Address of Employer (s)   | Position Title | Dates of Employment          |
|------------------------------------|----------------|------------------------------|
| <u>Calexico U. School District</u> | <u>Teacher</u> | <u>1979 - 2013 (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?** 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.

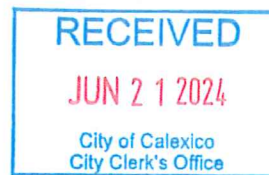
[Redacted Signature and Date]

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: \_\_\_\_\_

June 21, 2024

To: City of Calexico Council Members Legaspi and Tylenda  
From: Elena Huie Mendez  
Re: Application for Calexico Library Board of Trustees Consideration



KBS 4:25 pm

Dear Council Members Legaspi and Tylenda,

I am interested in being reconsidered as a member of the Calexico Library Board of Trustees. I was originally appointed by Mr. Manzanares in 2023 and have served as a Library Board member since.

Attached is the required application for 'City Commission and Statement of Qualifications' form.

Thank you for your consideration.

Sincerely,

[Redacted signature]

Elena Huie-Mendez

[Redacted address line 1]

[Redacted address line 2]

