



City of Downey

ROSTER OF CITY OFFICIALS

CITY COUNCIL

ROGER C. BROSSMER, MAYOR - DISTRICT 3 (11/2012)
rbrossmer@downeyca.org

DAVID R. GAFIN, MAYOR PRO TEM - DISTRICT 1 (11/2012)
dgafin@downeyca.org

MARIO A. GUERRA, COUNCIL MEMBER – DISTRICT 2 (11/2014)
mquerra@downeyca.org

LUIS H. MARQUEZ, COUNCIL MEMBER – DISTRICT 5 (11/2012)
lmarquez@downeyca.org

FERNANDO VASQUEZ, COUNCIL MEMBER – DISTRICT 4 (11/2014)
fvasquez@downeyca.org

The Downey City Council meetings are held on the second and fourth Tuesday of the month at 7:30 p.m. in the Council Chamber of Downey City Hall. Council Members are elected to four-year terms from the respective Districts. Elections are held in November of even-numbered years, on the same date as the Statewide General Election. Council Members are limited to two terms of office. The position of Mayor rotates in December.

Telephone (562) 904-7274; Fax (562) 923-6388
Secretary to the City Council: Shirley Conte
City of Downey
11111 Brookshire Avenue, 3rd Floor
Downey, California 90241
www.downeyca.org

EXECUTIVE MANAGEMENT

City Manager	Gilbert A. Livas
City Attorney	Yvette M. Abich Garcia
City Clerk	Adria M. Jimenez, CMC
Assistant City Manager/City Treasurer	John Oskoui
Chief of Police	Rick Esteves
Fire Chief	Lonald D. Croom
Community Development Director	Brian Saeki
Interim Director of Parks & Recreation	Arlene Salazar
Finance Director	John Michicoff
Public Works Director	John Oskoui

MIDDLE MANAGEMENT

Assistant to the City Manager	Shannon De Long
Assistant Fire Chief/Fire Marshall/Emergency Services Coordinator	Mark Gillaspie
Assistant Utility Manager/Utility Superintendent	Jason Wen
City Planner	William Davis
Computer Systems Manager	Alvin Lam
Deputy Director of Public Works	Louis Atwell
Deputy Director of Public Works	Edwin Norris
Economic Development Manager	Steven Yee
Executive Director Space Science Learning Center	Scott K. Pomrehn
Finance Manager	Maurina Lee
Fire Battalion Chiefs	Bruce English
	Ed Haupt
	Chuck Seely
Housing Manager	Ed Velasco
Maintenance Services Manager	Lea Sharp
Personnel Director	Irma Youssefieh
Police Captains	Carl Charles
	Steve Garza
	Jim Heckel
Social Services Manager	Vacant

CITY HOSPITAL COMMISSION

PURPOSE The purpose of this Commission is to advise the City Council on community hospital concerns which are referred to it by the City Council including, but not limited to, matters relating to the compliance with the 1983 Lease Agreement with the Downey Community Hospital Foundation.

CITY STAFF CONTACT Shannon DeLong, Assistant to the City Manager, (562) 904-7286
sdelong@downeyca.org

MEETING INFORMATION The first Wednesday of the 2nd month of each quarter (February, May, August, November) at 5:00 p.m., second floor Training Room of Downey City Hall.

INITIATED ***Ordinance No. 1063, adopted April 27, 1999***

TERM OF OFFICE The Commission consists of 10 members; two appointed at-large in the community by each Council Member. The members serve four year terms.

CURRENT REPRESENTATIVES

<u>DISTRICT</u>	<u>NAME</u>	<u>APPOINTOR</u>	<u>TERM EXPIRES</u>
1	VACANT	Gafin	1/1/2013
1	Rachel Villalobos	Gafin	1/1/2011
2	Jerald Silby	Guerra	1/1/2009
2	Diana Hansen	Guerra	1/1/2011
3	G. Harold Tseklenis	Brossmer	1/1/2009
3	Sharisse Molyneux	Brossmer	1/1/2007
4	VACANT	Vasquez	1/1/2013
4	Connie Wetzstein	Vasquez	1/1/2015
5	Diane Boggs	Marquez	1/1/2013
5	Charles Hutchinson	Marquez	1/1/2011

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EMERGENCY PREPAREDNESS COMMITTEE

PURPOSE This Committee provides input, suggestions and solutions pertaining to the needs of a large scale, broad-based community preparedness action plan – specifically training needs and resource acquisition.

CITY STAFF CONTACT Mark Gillaspie, mgillaspie@downeyca.org

MEETING INFORMATION First Tuesday of the month at 6:00 p.m., Fire Department Emergency Operations Center, 12222 Paramount Boulevard.

INITIATED *Approved by Minute Action April 12, 1988*

TERM OF OFFICE Terms run concurrently with the term of the Council Member making the appointment.

CURRENT REPRESENTATIVES

<u>DISTRICT</u>	<u>NAME</u>	<u>APPOINTOR</u>	<u>TERM EXPIRES</u>
1	VACANT	Gafin	12/2012
1	Dee Bacus	Gafin	12/2012
2	Robert Buckley	Guerra	12/2010
2	Ruben Salgado	Guerra	12/2010
3	Roy Beard	Brossmer	12/2012
3	Janet Molinaro	Brossmer	12/2012
4	Diana Carbajal	Vasquez	12/2014
4	Lee Ann Sears	Vasquez	12/2014
5	Sally Nunez	Marquez	12/2012
5	Andy Doyle	Marquez	12/2012

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GREEN TASK FORCE

PURPOSE Review and make recommendations to the City Council regarding energy; waste reduction; urban design, urban nature, transportation, environmental health; water; and any other matters specifically requested to be reviewed by the City Council.

CITY STAFF CONTACT Shannon DeLong – sdelong@downeyca.org; (562) 904-6154

MEETING INFORMATION To be determined

INITIATED ***Ordinance No. 10 – 1265, adopted September 28, 2010***

TERM OF OFFICE The Task Force consists of 10 members; two appointed at-large by each Council Member. Terms run concurrently with the term of the Council Member making the appointments.

CURRENT REPRESENTATIVES

<u>DISTRICT</u>	<u>NAME</u>	<u>APPOINTOR</u>	<u>TERM EXPIRES</u>
1	Steve Perez	Gafin	12/2012
1	Alex Saab	Gafin	12/2012
2	Mario Mendoza	Guerra	12/2014
2	George Manzanilla	Guerra	12/2014
3	Patrick Owens	Brossmer	12/2012
3	Sean Ashton	Brossmer	12/2012
4	Jose Magana	Vasquez	12/2014
4	Jonathan Cousimano	Vasquez	12/2014
5	Janet Molinaro	Marquez	12/2012
5	Anna Valcarcel	Marquez	12/2012

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HANDICAPPED APPEALS BOARD

PURPOSE Conduct Hearings on written appeals regarding handicapped access compliance requirements for construction. Two members shall be physically handicapped. The remaining three members will be appointed from the Planning Commission.

CITY STAFF CONTACT Brian Saeki, Community Development Director, (562) 904-7154
bsaeki@downeyca.org

MEETING INFORMATION Meets as called.

INITIATED *Resolution No. 4940, adopted October 13, 1987*

TERM OF OFFICE Members are appointed at-large and by qualifications for four year terms.

CURRENT REPRESENTATIVES	<u>DISTRICT</u>	<u>NAME</u>	<u>APPOINTOR</u>	<u>TERM EXPIRES</u>
		At-Large	VACANT	Council
	At-Large	Wendy Welt	Council	06/30/07

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LIBRARY ADVISORY BOARD

PURPOSE The purpose of this Board is to make recommendations to the City Council for the operation and conduct of the City Library; recommend rules, regulations and bylaws for administration and protection; recommend the duties of the Librarian and other officers and employees; recommend the purchase or lease of personal property for library purposes; recommend purchase or lease of property and the rental or provision for adequate buildings or rooms for library purposes; within 60 days after the close of each fiscal year, report to the City Council on the condition of the Library for the preceding fiscal year and on such other matters deemed expedient by the Board.

CITY STAFF CONTACT Shannon DeLong – sdelong@downeyca.org; (562) 904-6154

MEETING INFORMATION Third Tuesday of the month in the Cormack Room of the Downey City Library at 6:30 p.m.

INITIATED *City Charter, Section 908*

TERM OF OFFICE Terms run concurrently with the term of the Council Member making the appointment.

CURRENT REPRESENTATIVES

<u>DISTRICT</u>	<u>NAME</u>	<u>APPOINTOR</u>	<u>TERM EXPIRES</u>
1	Susan Bouris	Gafin	12/2012
2	Billy Sanders	Guerra	12/2014
3	Theresa Ford	Brossmer	12/2012
4	Karol Morrison	Vasquez	12/2014
5	Betty Monroy	Marquez	12/2012

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PERSONNEL ADVISORY BOARD

- PURPOSE** The purpose of the Personnel Advisory Board is to act in an advisory capacity to the City Council and the City Manager on personnel administration. Recommend the adoption, amendment or repeal of personnel Rules and Regulations. Make any investigation upon request by the City Council concerning the administration of personnel in the municipal service. Hear appeals of any officer or employee under the personnel system, who is suspended, demoted or removed. Members receive \$18 per meeting.
- CITY STAFF CONTACT** Irma Youssefieh, Personnel Director (562) 904-7293
iyoussef@downeyca.org
- MEETING INFORMATION** Meets on a special called basis to handle personnel grievances. The meetings are held in the second floor Training Room of Downey City Hall.
- INITIATED** ***City Charter, Section 902***
- TERM OF OFFICE** Terms run concurrently with the term of the Council Member making the appointment.

CURRENT REPRESENTATIVES

<u>DISTRICT</u>	<u>NAME</u>	<u>APPOINTOR</u>	<u>TERM EXPIRES</u>
1	Nikki Utermohlen	Gafin	12/2012
2	Fern Persion	Guerra	12/2006
3	VACANT	Brossmer	12/2012
4	Patricia "Pat" Smith	Vasquez	12/2010
5	Jack Horvath	Marquez	12/2012

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PLANNING COMMISSION

- PURPOSE** The Planning Commission recommends to the City Council the adoption, amendment or repeal of Master, General or Precise Plans for the physical development of the City. It also makes recommendations to the City Council concerning proposed public works and for the clearance, conservation and rehabilitation of any areas within the City. Members of this Commission are annually required to complete a Statement of Economic Interest – Form 700 and an Ethics Training class once every two years. Commissioners receive \$36 per meeting.
- CITY STAFF CONTACT** Brian Saeki, Community Development Director, (562) 904-7154
bsaeki@downey.org
- MEETING INFORMATION** First and third Wednesdays of each month at 6:30 p.m. in the Council Chamber of Downey City Hall.
- INITIATED** *City Charter, Section 902*
- TERM OF OFFICE** Terms run concurrently with the term of the Council Member making the appointment.

CURRENT REPRESENTATIVES

<u>DISTRICT</u>	<u>NAME</u>	<u>APPOINTOR</u>	<u>TERM EXPIRES</u>
1	Michael Murray	Gafin	12/2012
2	Robert Kiefer	Guerra	12/2010
3	Louis Morales	Brossmer	12/2012
4	Ernest Garcia	Vasquez	12/2014
5	Hector Lujan	Marquez	12/2012

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PUBLIC FACILITIES FINANCING CORPORATION

- PURPOSE** A nonprofit public benefit corporation whose specific and primary purpose is to provide financial assistance to the City of Downey by financing the acquisition, construction, improvement and remodeling of public buildings and facilities, together with parking, site development, landscaping, utilities, equipment, furnishings, improvements and all appurtenant and related facilities.
- CITY STAFF CONTACT** John Michicoff, Finance Director (562) 904-7265
jmichicoff@downeyca.org
- MEETING INFORMATION** Meets annually in February in the first floor Administrative Services Conference Room of Downey City Hall.
- INITIATED** *Incorporated July 2, 1981 as Civic Center Corp., renamed Downey Public Facilities Financing Corp. November 12, 2002*
- TERM OF OFFICE** Terms run concurrently with the term of the Council Member making the appointment. Members of this committee cannot serve on any other commission, committee or authority of the City.

CURRENT REPRESENTATIVES

<u>DISTRICT</u>	<u>NAME</u>	<u>APPOINTOR</u>	<u>TERM EXPIRES</u>
1	Nikki Utermohlen	Gafin	12/2012
2	VACANT	Guerra	12/2014
3	Carl Jackson	Brossmer	12/2008
4	Doris Patterson	Vasquez	12/2010
5	Carlos Galvan, Jr.	Marquez	12/2012

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PUBLIC WORKS COMMITTEE

PURPOSE The purpose of the Public Works Committee is to act in an advisory capacity to the City Council, including review and making recommendations regarding parking and traffic; solid waste and recycling; wastewater collection and disposal; air quality; hazardous waste; public utilities; transportation and mobility; water supply; energy consumption and conservation; urban runoff and water quality; urban blight and streetscape; other matters affecting a healthy and safe environment; and any other matters specifically requested to be reviewed by the City Council.

CITY STAFF CONTACT John Oskoui, Public Works Director, (562) 904-7102
joskoui@downeyca.org

MEETING INFORMATION Third Thursday of the month at 4:00 p.m. in the 2nd Floor Training Room of City Hall.

INITIATED *Ordinance No. 10-1258, adopted April 27, 2010*

TERM OF OFFICE The Commission consists of 10 members; two appointed at-large in the community by each Council Member. The members serve four year terms.

CURRENT REPRESENTATIVES

<u>DISTRICT</u>	<u>NAME</u>	<u>APPOINTOR</u>	<u>TERM EXPIRES</u>
1	Bill Minasian	Gafin	12/2012
1	Martin Susnir	Gafin	12/2012
2	Kent Halbmaier	Guerra	12/2010
2	Patricia Kotze	Guerra	12/2010
3	Joan Frey	Brossmer	12/2012
3	Stephen Chu	Brossmer	12/2012
4	Carmen Vasquez	Vasquez	12/2014
4	Agustin Duran	Vasquez	12/2014
5	Ernie Garcia	Marquez	12/2012
5	Marybeth Vergara	Marquez	12/2012

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RECREATION AND COMMUNITY SERVICES COMMISSION

- PURPOSE** The Recreation and Community Services Commission recommends to the City Council such plans and programs as may be desirable for the improvement, maintenance and expansion of parks and playgrounds as are or may hereafter be established. Members of this Commission are annually required to complete a Statement of Economic Interest - Form 700 and an Ethics Training class once every two years. Commissioners receive \$18 per meeting.
- CITY STAFF CONTACT** Arlene Salazar, Interim Parks & Recreation Director, (562) 904-7227
asalazar@downeyca.org
- MEETING INFORMATION** First Tuesday of each month at 4:00 p.m. in the Council Chamber of Downey City Hall.
- INITIATED** ***Ordinance No. 151, adopted September 12, 1960***
- TERM OF OFFICE** Terms run concurrently with the term of the Council Member making the appointment.

CURRENT REPRESENTATIVES	<u>DISTRICT</u>	<u>NAME</u>	<u>APPOINTOR</u>	<u>TERM EXPIRES</u>
	1	Mark Vasquez	Gafin	12/2012
	2	Alexander Lopez	Guerra	12/2010
	3	VACANT	Brossmer	12/2012
	4	James Veloff	Vasquez	12/2014
	5	Michael Hemsath	Marquez	12/2012

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WATER FACILITIES CORPORATION

- PURPOSE The Corporation is a non-profit corporation, organized for the purpose of assisting, through the issuance of leasehold mortgage bonds, the financing necessary to acquire and/or construct a water supply and distribution system for the City of Downey.
- CITY STAFF CONTACT John Oskoui, Public Works Director, (562) 904-7102
ioskoui@downeyca.org
- MEETING INFORMATION First Thursday in October, annually, at 7:30 a.m. in the second floor Training Room of Downey City Hall.
- INITIATED ***Incorporated 1976***
- TERM OF OFFICE Terms run concurrently with the term of the Council Member making the appointment.

CURRENT REPRESENTATIVES

<u>DISTRICT</u>	<u>NAME</u>	<u>APPOINTOR</u>	<u>TERM EXPIRES</u>
1	Martin Susnir	Gafin	12/2012
2	James Ball	Guerra	12/2010
3	Lawrence Lewis	Brossmer	12/2008
4	Fay Campbell	Vasquez	12/2010
5	Diane Boggs	Marquez	12/2012

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DOWNEY YOUTH COMMISSION

- PURPOSE** The Downey Youth Commission's purpose is leadership development, civic/local government education, provide City Council with youth input, and completion of annual assignments/priorities from the City Council.
- CITY STAFF CONTACT** Arlene Salazar, Interim Director of Parks and Recreation, (562) 904-7227 asalazar@downeyca.org.
- MEETING INFORMATION** Third Thursday of each month at 4:00 p.m. in the Cormack Room of the Downey city Library.
- INITIATED** *Minute action by Council, June 28, 2011*
- TERM OF OFFICE** The Commission consists of 15 members; three appointed at-large in the community by each Council Member. The members terms run concurrent with the fiscal year (July 1 – June 30); Commissioners serve one-year terms; grades 9th – 11th may request to be appointed a second year with no Commissioner serving beyond the 12th grade.

<u>DISTRICT</u>	<u>NAME</u>	<u>APPOINTOR</u>	<u>TERM EXPIRES</u>
1	Rebekah Jin (DHS)	Gafin	07/01/12
1	Sophia Paik (DHS)	Gafin	07/01/12
1	Tiffany Ashton (WHS)	Gafin	07/01/12
2	Natalie Ramirez (St. Joseph)	Guerra	07/01/12
2	Anais Zepeda (Calvary Chapel)	Guerra	07/01/12
2	Genesis Anguiano (DHS)	Guerra	07/01/12
3	Carlos Valenzuela (DHS)	Brossmer	07/01/12
3	Andray Cardoza (Cantrell Sacred)	Brossmer	07/01/12
3	Gabriel Acosta	Brossmer	07/01/12
4	Nick McEwen (DHS)	Vasquez	07/01/12
4	Kimberly Matamoros (DHS)	Vasquez	07/01/12
4	Vanessa Sanchez (Valley Christian)	Vasquez	07/01/12
5	Diego Lucas (WHS)	Marquez	07/01/12
5	Xitlalyc Cardenas (WHS)	Marquez	07/01/12
5	Karina Gonzalez (DHS)	Marquez	07/01/12

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