



# AGENDA

## VETERANS & MILITARY AFFAIRS COMMITTEE

### Special Meeting Agenda

Monday, April 21, 2025, 4:00 p.m.

Council Chambers

825 Imperial Beach Boulevard

Imperial Beach, CA 91932

Public Comments: Members of the public can participate in-person at the Veterans and Military Affairs Committee meeting to provide public comments or can submit their comments on specific agenda items via e-mail at: [cityclerk@imperialbeachca.gov](mailto:cityclerk@imperialbeachca.gov).

Written comments received by noon on the day of the Committee meeting, that are within the subject matter jurisdiction of the City of Imperial Beach, will be provided to the Committee and be made available to the public at the Committee meeting. They will be part of the official record of the meeting, but they will not be read aloud at the meeting.

Public comments on a special meeting agenda are limited to items on the special meeting agenda notice.

In compliance with the Americans with Disabilities Act, the City of Imperial Beach requests that individuals who require reasonable accommodation to fully participate in this meeting contact the City Clerk's office at (619) 628-2347 or TTY 711 as soon as possible during regular business hours and not later than at least twelve (12) hours in advance of the meeting to discuss your accessibility needs.

Any disclosable public records provided to a majority of the Committee regarding any open session item on this agenda will be available for public inspection at the following designated locations: Office of the City Clerk, located at 825 Imperial Beach Blvd., Imperial Beach, CA 91932 and on the City's website at: <https://www.imperialbeachca.gov/129/Agendas-Minutes>.

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENT  
Public comments on a special meeting agenda are limited to items on the special meeting agenda notice.
5. BUSINESS ITEMS
  - 5.1 APPROVAL OF THE NOVEMBER 25, 2024 VETERANS AND MILITARY AFFAIRS COMMITTEE REGULAR MEETING MINUTES.  
**Recommendation:**  
That the Veterans and Military Affairs Committee approve the November 25, 2024 Regular Meeting Minutes.
  - 5.2 PRESENTATION BY ARMED SERVICES YMCA\*
  - 5.3 UPDATE ON THE SENIORS AND VETERANS RESOURCE FAIR - MAY 3, 2025\*
  - 5.4 CONSIDERATION OF PROCLAMATION FOR NATIONAL MILITARY APPRECIATION MONTH BY CITY COUNCIL \*  
\*No Staff Report
6. INFORMATIONAL ITEMS/REPORTS
7. ADJOURNMENT

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# STAFF REPORT

## VETERANS & MILITARY AFFAIRS COMMITTEE

**April 21, 2025**

**ITEM TITLE: APPROVAL OF THE NOVEMBER 25, 2024 VETERANS AND MILITARY AFFAIRS COMMITTEE REGULAR MEETING MINUTES**

**ORIGINATING DEPARTMENT:**

City Clerk

**RECOMMENDATION:**

That the Veterans and Military Affairs Committee approve the November 25, 2024 Regular Meeting Minutes.

**ATTACHMENTS:**

ATT 1 November 25, 2024 Regular Meeting Minutes\_DRAFT

**CITY OF IMPERIAL BEACH  
VETERANS AND MILITARY AFFAIRS COMMITTEE  
REGULAR MEETING MINUTES  
November 25, 2024, 4:00 p.m.  
Council Chambers  
825 Imperial Beach Boulevard  
Imperial Beach, CA 91932**

Members Present: Chair Haythe, Vice Chair Martin, Member Phyu, Member Pochedly

Members Absent: Member Foley

Staff Present: Fire Chief French, CAO Cortez-Martinez, Sr. Administrative Assistant Carballo

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**1. CALL TO ORDER**

Chair Haythe called the meeting to order at 4:00 p.m.

**2. ROLL CALL**

Sr. Administrative Assistant Carballo took roll.

Chair Haythe led the Pledge of Allegiance

**3. PUBLIC COMMENT**

None.

**4. BUSINESS ITEMS**

**4.a APPROVAL OF THE SEPTEMBER 30, 2024 VETERANS AND MILITARY AFFAIRS COMMITTEE SPECIAL MEETING MINUTES**

**Motion by** Member Pochedly

**Seconded by** Vice Chair Martin

That the Veterans and Military Affairs Committee approve the September 30, 2024 Special Meeting Minutes.

AYES (4): Chair Haythe, Member Martin, Member Phyu, Member Pochedly

ABSENT (1): Member Foley

**Motion Carried (4 to 0)**

**4.b PRESENTATION ON NAVY COMMUNICATIONS AND RESOURCES BY AMY PUGA, NAVY BASE CORONADO OMBUDSMAN.**

Not Presented.

**4.c PRESENTATION ON THE CITY'S SPECIAL EVENT PERMITTING PROCESS.**

CAO Cortez-Martinez gave a PowerPoint presentation on the item. She reviewed various types of permits and the requirements and procedures for each.

CAO Cortez-Martinez responded to questions of Vice Chair Martin stating that the VMAC could partner with the City on events, if necessary, however for private events the VMAC should not be involved. She also reviewed the process for presenting special event information to the City Council and advised that VMAC could attend the City Council meetings as individuals and not as VMAC, and/or city staff can share the presentation and report to the Committee.

**5. INFORMATIONAL ITEMS/REPORTS**

Vice Chair Martin inquired how to assist or provide support for an event if an issue arises and how to provide that information to the public. It was advised by Chair Haythe and CAO Cortez-Martinez that in order to follow proper procedure, items would need to be placed on an agenda for taking action.

Fire Chief French informed VMAC of changes to the regular meeting schedule for 2025. He invited the VMAC and attendees to join the City of Imperial Beach at the raising of the United States Space Force Flag at City Hall on December 2<sup>nd</sup> at 9:00 a.m.

Vice Chair Martin requested a future agenda item to discuss the brief after it is presented at the City Council Meeting.

CAO Cortez-Martinez advised that it is tentatively scheduled for February 5th or February 19th.

Vice Chair Martin requested an agenda item to discuss non-profit involvement from Armed Forces-YMCA and get the word out to other non-profits that can assist with Imperial Beach Events.

CAO Cortez-Martinez informed VMAC about hosting a Veterans Resource Fair event that could be combined with the City's Senior Resource Fair that is scheduled to take place in May. She said if there is any interest to please email Fire Chief French directly.

**6. ADJOURNMENT**

Chair Haythe adjourned the meeting at 4:37 p.m.

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Sunem Carballo, CMC  
Sr. Administrative Assistant

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John H.M. Haythe  
Chair