

RECEIVED

Council/Agency Meeting Held: _____	2006 NOV 13 PM 4:37 CITY CLERK CITY OF HUNTINGTON BEACH City Clerk's Signature
Deferred/Continued to: _____ <input type="checkbox"/> Approved <input type="checkbox"/> Conditionally Approved <input type="checkbox"/> Denied	
Council Meeting Date:                    11/20/2006	Department ID Number:            CK 2006-4

**CITY OF HUNTINGTON BEACH  
REQUEST FOR COUNCIL ACTION**

**SUBMITTED TO:** HONORABLE MAYOR AND CITY COUNCIL

**SUBMITTED BY:** JOAN L. FLYNN, CITY CLERK *Joan L. Flynn*

**PREPARED BY:** JOAN L. FLYNN, CITY CLERK *Joan L. Flynn*

**SUBJECT:** APPOINT DUANE WENTWORTH AS CITY HISTORIAN AND DIRECT CITY ATTORNEY TO DRAFT RESOLUTION TO FORMALLY ESTABLISH THE COUNCIL-APPOINTED POSITION OF CITY HISTORIAN AND ESTABLISH PROCESS FOR FUTURE HISTORIAN APPOINTMENTS, AND AUTHORIZE THE CITY CLERK TO APPROPRIATE AND ADMINISTER FUNDS ANNUALLY TO SUPPORT RESEARCH, STORAGE AND REPRODUCTION OF HISTORICAL RECORDS,

Statement of Issue, Funding Source, Recommended Action, Alternative Action(s), Analysis, Environmental Status, Attachment(s)

**Statement of Issue:** Request City Council consideration to formally establish the Council-appointed position of City Historian, and authorize the City Clerk to appropriate and administer annual funds to support the City Historian's efforts to research, store and reproduce historical records.

**Funding Source:** No funds are needed in the area of personnel expenses since this position is filled on a voluntary basis with no compensation. Funds in the amount of \$18,000 were budgeted for FY 2006/07, Account No. 10010101.69300, City Clerk, to help defray the initial costs for proper storage and/or optical imaging of historical photographs and documents.

**Recommended Action: Motion to:**

- 1) Appoint Duane Wentworth as City Historian, and
- 2) Direct the City Attorney to draft a resolution to formally establish the Council-appointed position of City Historian and authorize the City Clerk to administer funds annually to support the City Historian's efforts to research, store and reproduce historical records; and establish protocol for the replacement/appointment of future historians.

**Alternative Action(s):** Deny motions listed above and direct staff accordingly.

*E-10*

## REQUEST FOR COUNCIL ACTION

MEETING DATE: 11/20/2006

DEPARTMENT ID NUMBER: CK 2006-4

**Analysis:** At the January 2, 1968 City Council meeting, the Council directed the City Attorney to prepare a resolution establishing the position of City Historian and the appointment of Delbert G. (Bud) Higgins (retired Fire Chief) to the position, along with providing the Historian availability to City records and establishing annual funding in the amount of \$500 for research purposes, to be administered by the City Administrator. Our research of legislative history indicates that this Council-directed action never occurred. Staff requests that Council reissue the 1968 direction to the City Attorney with appropriate revisions to allow the position to function in an organization that has evolved over the near 39 years since the initial request was made.

At the February 6, 1989 City Council meeting, Mayor Wes Bannister appointed retired City Clerk Alicia Wentworth as City Historian. Over the last 17 ½ years Ms. Wentworth had spent valuable time collecting historical data, publishing chronicles and educating the public on the City's rich history and interesting timeline of development. Unfortunately, with the recent passing of Ms. Wentworth, the position is vacant.

The City Clerk's Office currently assists the City Historian support volunteers by providing use of department office space and housing for historical documents and photographs. One of the City Clerk's Departmental Goals for FY 2006/07 is to increase involvement with the City Historian by providing financial assistance for research, document preservation and indexing and digitizing of historical photos. To allow this to take place, the City Clerk requested and was granted \$18,000 in this fiscal year's budget to purchase adequate/specialized storage for the photos and to begin the imaging process which will allow easier access to the photographs. Currently, individuals check out the original photographs and return same when they have made copies. The new procedure would allow individuals access to the photos through the internet, and the originals would remain safe in the vault.

Duane Wentworth, son of Alicia, and grandson of the City's first Mayor, Ed Manning, has expressed interest in continuing the family tradition of historical interest in the City. Duane is familiar with the files and the processes set by his mother, and has a keen interest in moving forward with new technology which will allow greater access to the historical data now in the vault. Duane has been a city employee since 1974, so along with his family history, he has had personal experience with many activities which have taken place in the last 30 years.

**Environmental Status:** Not applicable.

### **Attachment(s):**

City Clerk's Page Number	No.	Description
3	1.	Excerpts from City Council Minutes of January 2, 1968 and February 6, 1989.

E10.3

**ATTACHMENT #1**

~~82~~ 69

CITY HISTORIAN - BUD HIGGINS APPOINTED

On motion by Kaufman, Council directed the City Attorney and the Staff to prepare a Resolution establishing the position of City Historian, with the appointment by Council of Delbert G. Higgins, further directed the City records be made available to him as needed and that a fund not to exceed \$500 annually be made available to him for research purposes, with said fund to be administered by the City Administrator. Motion carried.

29-30

MEAN HIGH TIDE LINE

On motion by Kaufman, Council directed the City Staff to survey and establish a mean high tide line along the City beach. Motion carried.

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COMPLAINT - TRASH PICKUP

Mrs. Ann Fancher, 18041 Gulf Lane, City, addressed the Council and complained about the trash pickup during the past two weeks. She informed the Council that the lack of trash pickup was very inconvenient, especially during the Christmas holidays. She urged the Council to think seriously of establishing a better holiday system when passing the proposed trash contract.

INFORMAL MEETING

The Clerk reminded the Council of the informal meetings called by Mayor Shipley for January 8, 1968 and January 11, 1968.

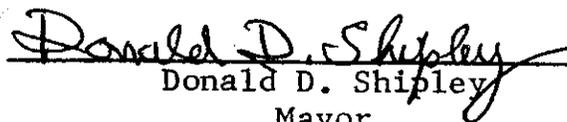
ADJOURNMENT

On motion by Bartlett, the regular meeting of the City Council of the City of Huntington Beach adjourned. Motion carried.



Paul C. Jones

City Clerk and ex-officio Clerk  
of the City Council of the City  
of Huntington Beach, California



Donald D. Shipley  
Mayor

**MINUTES  
CITY COUNCIL/REDEVELOPMENT AGENCY**

Council Chamber, City Hall  
Huntington Beach, California  
Monday, February 6, 1989

A tape recording of this meeting is  
on file in the City Clerk's Office.

Mayor Bannister called the regular meeting of the City Council and the Redevelopment Agency of the City of Huntington Beach to order at 7 p.m.

**ROLL CALL**

Present: MacAllister, Green, Winchell, Bannister, Mays, Silva, Erskine  
Absent: None

**PLEDGE OF ALLEGIANCE AND INVOCATION**

The Flag Ceremony was conducted by Boy Scout Troop #134, Duane Garver, Leader. The Pledge of Allegiance and Invocation was led by Chris Bradbury.

**(City Council) CITY HISTORIAN APPOINTED - ALICIA M WENTWORTH**

Alicia M. Wentworth, Retired City Clerk, was appointed City Historian by Mayor Bannister.

**PROCLAMATION - CITY INCORPORATION WEEK - FEBRUARY 17, 1989**

Mayor Bannister presented a proclamation designating the week of February 17, 1989, as "City Incorporation Week" to Alicia M. Wentworth, City Historian.

**PROCLAMATION - BURN AWARENESS WEEK - FEBRUARY 5-11, 1989**

Mayor Bannister presented a proclamation designating February 5-11, 1989, as "Burn Awareness Week" to William Bennett of the Orange County Burn Association.

**PROCLAMATION - CHILD ABUSE PREVENTION WEEK - APRIL 10-16, 1989**

Mayor Bannister presented a proclamation designating April 10-16, 1989, as "Child Abuse Prevention Week" to Carol Neustadt, Chairwoman of Child Abuse Prevention Week.

**COUNCILWOMAN WINCHELL - PRESENTATION TO COUNCIL BY SCAG (SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS) RE: THE AIR QUALITY MANAGEMENT PLAN**

Barbara Sullivan and Carolyn Green presented a report on the Air Quality Management Plan.

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