



Laguna Niguel Military Support Committee **SPECIAL MEETING AGENDA**

SPECIAL MEETING OF
January 26, 2026 - 12:00 p.m.

WELCOME TO YOUR MILITARY SUPPORT COMMITTEE SPECIAL MEETING!

Regular meetings are held on the third Monday of each month at 12:00 p.m. in the Community Room of City Hall, 30111 Crown Valley Parkway, Laguna Niguel, California 92677.

Any person wishing to address the Committee will need to complete and present a white colored, "Request to Speak" form to the Secretary. These forms are available on the counter that is located inside the Community Room. Please be aware that the time limit will be established by the Chair. To allow equal time for speakers, minutes may not be given to another speaker. You may have another person read your written statement. The Committee may establish a time limit of all comments of not less than one half hour.

No action will be taken on any items not on the agenda, unless the Committee makes a determination that an emergency exists or that there is a need for immediate action and the need to take action came to the attention of the City, subsequent to the agenda being posted. Any documents that are provided to the Committee regarding items on this agenda less than 72 hours prior to this meeting will be available for public inspection at the public review table, located in the reception area on the first floor of City Hall at 30111 Crown Valley Parkway, Laguna Niguel, California 92677, until 12:00 p.m. on the date of the Committee meeting. After 12:00 p.m., the documents will be available at the counter located inside the Community Room.

Thank you for attending your Laguna Niguel Military Support Committee meeting.

City Hall
30111 Crown Valley Parkway
(949)362-4300 Fax (949)362-4340
www.cityoflagunaniguel.org

CALL TO ORDER

ROLL CALL

INVOCATION – Chair McGrath

PLEDGE OF ALLEGIANCE – Vice Chair Caldwell

PRESENTATIONS

1. **Administration of Oath of Office to Incoming Military Support Committee Members - City Clerk, Marissa Asistin**

Recommendation

Administer Oath of Office.

PUBLIC COMMUNICATIONS

CONSENT CALENDAR

1. **Foundation Financial Report**

Recommendation

Receive and file report.

2. **City Military Support Committee Account**

Recommendation

Receive and file report.

3. **Minutes of the Regular Military Support Committee Meeting on November 17, 2025**

Recommendation

Approve as written or amended.

DISCUSSION ITEMS

1. **Reports from the 1st Marine Regiment, USS Stockdale, and 1st Assault Helicopter Battalion, 140th Aviation Regiment Representatives**

Recommendation

Hear reports.

2. Discuss Sub-Committee Assignments

Recommendation

Discuss.

3. Discuss Robert D. Ming Memorial Scholarship

Recommendation

Discuss.

4. Sub-Committee Reports

Recommendation

Hear reports from:

July 4th Celebration
Baby Care Packages
Care Packages
Car Washes
Holiday Parade
Holiday Toy Drive
Letter Writing
Major Fundraiser
Scholarships
Sea Country Festival
Social Media
Special Needs
Veterans Day

6. Chair Report

Recommendation

Hear comments.

ADJOURNMENT

LAGUNA NIGUEL MILITARY SUPPORT COMMITTEE

Mayor Johns – Liaison
Council Member Winstead - Liaison
Chair Frank McGrath
Vice Chair Melissa Caldwell

Janice Baker
Timothy Bowman
Jennifer Cunningham
Hilary Valenova Dayag
Heather Valenova Dayag
Cindy Dopf
Navid Gohardani

John Hanley
Lynn Hoskins
Karen Luckman
Elizabeth Mastro
Mary Smith
Dave Tuma
John Ulrich
Anthony Zueck

Sebrina King, 1st Marine Regimental
Command Master Chief Gomer Turiano, USS Stockdale
LT Col Clark Theodore, 1st Assault Helicopter Battalion,
140th Aviation Regiment

Mary Smith, Laguna Niguel Military Support Foundation Representative

Email address.....info@lnmilitarysupport.org
Website address.....www.lnmilitarysupportfoundation.org

AFFIDAVIT OF POSTING

COUNTY OF ORANGE)
CITY OF LAGUNA NIGUEL)

I, TAMBERLYN LUKETICH, RECREATION COORDINATOR, hereby certify, under penalty of perjury, that I caused the posting of this agenda by 12:00 p.m. on Friday, January 23, 2026 at City Hall, 30111 Crown Valley Parkway; Crown Valley Community Park, 29751 Crown Valley Parkway, and Sea Country Senior and Community Center, 24602 Aliso Creek Road.

POSTED BY:


Tamberlyn Luketich, Recreation Coordinator

Foundation Financial Report

Agenda Item No. 1

Laguna Niguel Military Support Foundation

Income & Expense - Month Summary (Unaudited)

December 2025

	TOTAL
Revenue	
40000 Direct Public Support	
40015 Found Indiv/Sm Bus Cont	100.00
Total 40000 Direct Public Support	100.00
53000 Investments	
53100 Interest-Savings, Short-term CD	0.01
53200 Dividends on Goldman Fs Govt A	110.96
Total 53000 Investments	110.97
Total Revenue	\$210.97
GROSS PROFIT	\$210.97
Expenditures	
60000 Program Expenses	
61100 Supplies--Pgm Exp	6,850.36
62000 Facilities and Equipment	
62200 Facility Rent, Parking, Utils	312.00
Total 62000 Facilities and Equipment	312.00
63100 Transportation--Pgm Exp	
63120 Other Transportation	500.00
Total 63100 Transportation--Pgm Exp	500.00
Total 60000 Program Expenses	7,662.36
70000 Management & Administration	
72100 Contract & Prof Services--M&A	
72110 Accounting Fees	295.00
Total 72100 Contract & Prof Services--M&A	295.00
Total 70000 Management & Administration	295.00
Total Expenditures	\$7,957.36
NET OPERATING REVENUE	\$ -7,746.39
NET REVENUE	\$ -7,746.39

Laguna Niguel Military Support Foundation

Balance Sheet Summary (Unaudited)

As of December 31, 2025

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
10100 US Bank Checking	
10110 Unrestricted Amounts	8,698.23
10120 Temporarily Restricted Amounts	
10127 1st Marine Regiment	-5,775.66
10130 USS Stockdale	-5,260.94
10132 1-140 Army Aviation Air Assault	-2,000.00
10134 Bill Kelley Memorial	50.00
10136 Major Fundraiser	13,160.46
10138 Robert Ming Memorial	8,083.35
Total 10120 Temporarily Restricted Amounts	8,257.21
Total 10100 US Bank Checking	16,955.44
10310 PayPal New	
10315 PayPal New Unrestricted	63.02
Total 10310 PayPal New	63.02
10550 In-kind Clearing	31.88
10600 Edward Jones	37,249.94
Total Bank Accounts	\$54,300.28
Total Current Assets	\$54,300.28
TOTAL ASSETS	\$54,300.28
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
30000 Retained Earnings	-200.00
30200 Available for Operations	32,694.12
30400 Operating Reserve	15,000.00
31000 Temp. Restricted Net Assets	
31140 Use Restricted-Robert Ming Mem.	10,083.35
Total 31000 Temp. Restricted Net Assets	10,083.35
Net Revenue	-3,277.19
Total Equity	\$54,300.28
TOTAL LIABILITIES AND EQUITY	\$54,300.28

LNMSF - 1st Marine Regiment

Profit and Loss Detail

January - December 2025

DATE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
Ordinary Revenue/Expenditures				
Revenue				
40000 Direct Public Support				
40010 Individ, Small Bus Contribs				
06/28/2025	188	Danylyshyn, Eugene	1st Marine Reg Car Wash	200.00
06/28/2025	190	Donor - Anonymous	1st Marine Reg Car Wash	2,994.90
06/28/2025	189	Leonhart M & Johns Foster	1st Marine Reg Car Wash	100.00
06/28/2025	191	Donor - Anonymous	1st Marine Reg - Car Wash	1,355.00
Total for 40010 Individ, Small Bus Contribs				\$4,649.90
Total for 40000 Direct Public Support				\$4,649.90
Total for Revenue				\$4,649.90
Expenditures				
60000 Program Expenses				
61100 Supplies--Pgm Exp				
04/15/2025		MCCS 4601-61	Departure Days Snacks/Drinks	208.49
04/24/2025		King, Sebrina	Easter Celebration Supplies Reimb	289.11
04/24/2025		MCCS-4601-03	Easter Celebration Supplies	210.89
07/22/2025		MCCS 4501-59	Lunch for 1st Mar Reg at Beach	203.25
07/22/2025		MCCS 4501-59	July Bowling Social - 1st Mar Reg	500.00
10/28/2025		MCCS 4501-03	1st Marine Regiment Ball Supplies & Discounts	5,000.00
11/11/2025		MCCS 4501-59	Refreshments	362.81
11/11/2025		MCCS 4501-59	Ball Gown Social Refreshments	251.71
11/11/2025		MCCS 4501-59	ADVON Refreshments	613.97
12/02/2025		Zach's Catering, Inc	1st Marine Regiment - Holiday Party	2,500.00
Total for 61100 Supplies--Pgm Exp				\$10,140.23
62000 Facilities and Equipment				
62100 Equipment Rental--Pgm Exp				
06/23/2025		Luxe Detail & Tint	Equipment for 1st Marine Regiment Car Wash	250.00
Total for 62100 Equipment Rental--Pgm Exp				\$250.00
Total for 62000 Facilities and Equipment				\$250.00
63820 Credit Card Processing Fees				
63823 Transaction Discount Fee				
06/30/2025			PayPal Fees - 1st Mar Reg - Car Wash	35.33
Total for 63823 Transaction Discount Fee				\$35.33
Total for 63820 Credit Card Processing Fees				\$35.33
Total for 60000 Program Expenses				\$10,425.56
Total for Expenditures				\$10,425.56
Net Revenue				\$ -5,775.66

Laguna Niguel Military Support Foundation

Income & Expense Detail (Unaudited) USS Stockdale

January - December 2025

DATE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
Ordinary Revenue/Expenditures				
Expenditures				
60000 Program Expenses				
61100 Supplies--Pgm Exp				
03/06/2025		USS Stockdale Family Association	Homecoming Support	2,249.88
05/02/2025		USS Stockdale Family Assoc	USS Stockdale Easter Party	406.56
06/23/2025		Stockdale MWR	Food/drinks for USS Stockdale Family Picnic	2,000.00
12/11/2025		USS Stockdale Family Association	USS Stockdale Holiday Party Expenses	604.50
Total for 61100 Supplies--Pgm Exp				\$5,260.94
Total for 60000 Program Expenses				\$5,260.94
Total for Expenditures				\$5,260.94
Net Revenue				\$ -5,260.94

City Military Support Committee Account

Agenda Item No. 2



Laguna Niguel, CA

Detail vs Budget Report

Account Detail

Date Range: 07/01/2024 - 06/30/2025

Account	Name	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
100 - GENERAL								
Expense								
100.01-5750								
	Military Support	0.00	4,000.00	0.00	3,371.90	3,371.90	628.10	15.70%
	Source Transaction			Vendor		Project Account		Amount
08/26/2024	APPKT00785	17204	Petty Cash Replenishment for CVCC	VEN02921 - STACY WATTS				83.96
09/13/2024	APPKT00816	CC08062024	Military Support	2667 - U.S. BANK NATIONAL ASSOCIATION				42.01
09/17/2024	GLPKT03612	JN10713	FR - Laguna Niguel Military Support Found...					-400.00
10/08/2024	GLPKT03652	JN10830	FR Receipt 10/08/2024 - LG Military Suppo...					-500.00
10/16/2024	APPKT00837	CC09062024	Military Support	2667 - U.S. BANK NATIONAL ASSOCIATION				738.54
11/05/2024	APPKT00856	CalCard10/6/2024	Cal Card 10/6/24 for Tamberlyn Luketich	2667 - U.S. BANK NATIONAL ASSOCIATION				500.00
11/19/2024	GLPKT03764	JN10992	FR 11/19/2024 - LG Military Support Foun...					-2,671.12
11/21/2024	APPKT00871	17753	Printing services	1041 - SOLINK INC.				350.19
12/17/2024	APPKT00926	CC11062024	CalCard 11/6 TL - Costco - MSC T-Shirts	2667 - U.S. BANK NATIONAL ASSOCIATION				1,975.44
12/17/2024	APPKT00926	CC11062024	CalCard 11/6 TL - Costco - MSC T-Shirts	2667 - U.S. BANK NATIONAL ASSOCIATION				161.46
12/17/2024	APPKT00926	CC11062024	CalCard 11/6 TL - Costco - MSC Toy Boxes	2667 - U.S. BANK NATIONAL ASSOCIATION				37.69
12/17/2024	APPKT00926	CC11062024	CalCard 11/6 TL - Costco - MSC T-Shirts	2667 - U.S. BANK NATIONAL ASSOCIATION				534.22
12/23/2024	GLPKT03967	JN11221	FR 12/23/24 - Laguna Niguel Military Supp...					-669.43
12/23/2024	GLPKT03967	JN11221	FR 12/23/24 - Laguna Niguel Military Supp...					-2,450.00
01/17/2025	APPKT00942	CC12062024	CalCard 12/6/24 TL-Costco-Toy Drive Bags	2667 - U.S. BANK NATIONAL ASSOCIATION				90.47
01/23/2025	GLPKT04041	JN11359	FR Receipt 01/23/25 - LN Military Support					-400.00
01/23/2025	GLPKT04041	JN11359	FR Receipt 01/23/25 - LN Military Support					-2,282.01
02/18/2025	APPKT00994	CC01062025	CalCard 1/6/25 TL-Target-MSC Storage Bins	2667 - U.S. BANK NATIONAL ASSOCIATION				64.61
02/18/2025	APPKT00994	CC01062025	CalCard 1/6/25 TL-WalMart-MSC Gift Cards	2667 - U.S. BANK NATIONAL ASSOCIATION				500.00
02/18/2025	APPKT00994	CC01062025	CalCard 1/6/25 TL-WalMart-MSC Gift Cards	2667 - U.S. BANK NATIONAL ASSOCIATION				950.00
02/18/2025	APPKT00994	CC01062025	CalCard 1/6/25 TL-Target-MSC Holiday Pre...	2667 - U.S. BANK NATIONAL ASSOCIATION				669.43
02/18/2025	APPKT00994	CC01062025	CalCard 1/6/25 TL-Target-MSC Gift Cards	2667 - U.S. BANK NATIONAL ASSOCIATION				1,000.00
02/18/2025	APPKT00994	CC01062025	CalCard 1/6/25 TL-MCCSOnline-MSC Orn...	2667 - U.S. BANK NATIONAL ASSOCIATION				230.00
02/28/2025	GLPKT04388	JN11681	FR 02/28/25 - Skatepark Shirts Sale					-105.00
03/18/2025	APPKT01004	CC02062025	CalCard 2/6/25 TL-Target-Gift Cards	2667 - U.S. BANK NATIONAL ASSOCIATION				100.00
03/18/2025	APPKT01004	CC02062025	CalCard 2/6/25 TL-WalMart-MSC Holiday G...	2667 - U.S. BANK NATIONAL ASSOCIATION				1,120.14
03/18/2025	APPKT01004	CC02062025	CalCard 2/6/25 TL-Target-MSC Holiday Gif...	2667 - U.S. BANK NATIONAL ASSOCIATION				868.55
03/18/2025	APPKT01004	CC02062025	CalCard 2/6/25 TL-WalMart-Gift Cards	2667 - U.S. BANK NATIONAL ASSOCIATION				300.00
03/18/2025	APPKT01004	CC02062025	CalCard 2/6/25 TL-Arco-Car Wash	2667 - U.S. BANK NATIONAL ASSOCIATION				36.49
03/18/2025	APPKT01004	CC02062025	CalCard 2/6/25 TL-WalMart-MSC Holiday G...	2667 - U.S. BANK NATIONAL ASSOCIATION				293.32
04/16/2025	APPKT01009	CC03062025	CalCard 3/6/25 TL-Amazon-MSC folders	2667 - U.S. BANK NATIONAL ASSOCIATION				24.77
05/09/2025	APPKT01023	18679	Shirts for Military Support Committee	1809 - MARJORIE S. MCKERNAN				121.44
05/19/2025	APPKT01021	CC04062025	CalCard 4/6/25 TL-Albertsons- MSC March...	2667 - U.S. BANK NATIONAL ASSOCIATION				11.58

Fund Summary

Fund	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
100 - GENERAL	0.00	4,000.00	0.00	3,371.90	3,371.90	628.10	15.70%
Report Total:	0.00	4,000.00	0.00	3,371.90	3,371.90	628.10	15.70%

**Minutes of the Regular Military Support
Committee Meeting on
November 17, 2025**

Agenda Item No. 3

**MINUTES OF THE
CITY OF LAGUNA NIGUEL
MILITARY SUPPORT COMMITTEE REGULAR MEETING
November 17, 2025 – 12:00 p.m.**

CALL TO ORDER – Chair McGrath called the Regular Meeting of the City of Laguna Niguel Military Support Committee to order at 12:03 p.m.

ROLL CALL

Present: Council Member Oddo
Council Member Winstead
Dan Abrams
Janice Baker
Tim Bowman
Bob Brown
Melissa Caldwell
Jessica Chiaverini
Cindy Dopf
Lynn Hoskins
Karen Luckman
Frank McGrath
Mary Smith
Agnes McGlone Swanson
David Tuma
John Ulrich
Anthony Zueck

Marlene Lira, Ombudsman, USS Stockdale
Sebrina King, Deployment Readiness Coordinator, 1st Marine Regiment
1st Sergeant, Roberto Portell, 1st Marine Regiment
GySgt Gabriel Deanda, 1st Marine Regiment
Carl David, Military Support Foundation

Absent: Jennifer Cunningham

City Staff: Tamberlyn Luketich, Recreation Coordinator
Kaori Garcia, Deputy Parks & Recreation Director
Justin Martin, Assistant City Manager

INVOCATION – Committee Member Hoskins

PLEDGE OF ALLEGIANCE – Committee Member Abrams

PRESENTATIONS – None.

PUBLIC COMMUNICATIONS – None.

CONSENT CALENDAR

1. Foundation Financial Report

Receive and file.

2. City Military Support Committee Account

Receive and file.

3. Minutes of the Regular Military Support Committee Meeting on October 20th.

Approve as written.

A MOTION was made by Committee Member Ulrich, seconded by Committee Member Abrams, to approve Consent Calendar Items 1-3.

Motion carried 15-0-1, with Committee Member Cunningham being absent.

DISCUSSION ITEMS

1. Reports from the 1st Marine Regiment, USS Stockdale, and 1st Assault Helicopter Battalion, 140th Aviation Regiment Representatives

1st Sergeant, Robert Portell, 1st Marine Regiment has Steel Night December 1st – 14th. There should be 12-18 marines at the Laguna Niguel Holiday Parade

Sebrina King thanked everyone for their support with all the homecomings. The date for the holiday party will be on December 18th.

Marlene Lira, Ombudsman, USS Stockdale, stated the Christmas party will be held on December 6th. They will be in Puerto Rico for approximately two weeks. Mid-deployment luncheon should be on January 10th and they should be returning in late February.

Committee Member Bowman reported the 1st Assault Helicopter Battalion, 140th Aviation Regiment had to postpone the Boss Lift due to the organization that helps support it were all furloughed. There will be no drills for the month of December. There will be a change of command in February.

2. Discuss and Approve a Check Request for the Holiday Parade Brunch, Not to Exceed \$500.00

A MOTION was made by Committee Member Dopf, seconded by Vice Chair Caldwell, to approve a check request for the Holiday Parade Brunch, not to exceed \$500.00.

Motion carried 15-0-1, with Committee Member Cunningham being absent.

3. Discuss and Approve a Check Request for the 2025 Holiday Parade Shuttle Bus, Not to Exceed \$500.00

A **MOTION** was made by Vice Chair Caldwell, seconded by Committee Member Tuma, to approve a check request for the 2025 Holiday Parade shuttle bus, not to exceed \$500.00.

Motion carried 15-0-1, with Committee Member Cunningham being absent.

4. Discuss and Approve a Check Request for the 1st Marine Regiment Holiday Party, Not to Exceed \$2,500.00

A **MOTION** was made by Committee Member Abrams, seconded by Committee Member Bowman, to approve a check request for the 1st Marine Regiment Holiday Party, not to exceed \$2,500.00.

Motion carried 15-0-1, with Committee Member Cunningham being absent.

5. Discuss and Approve a Check Request for the 1st Assault Helicopter Battalion, 140th Aviation Regiment Dining In Event, in the Amount of \$2,000.00

A **MOTION** was made by Committee Member Abrams, seconded by Committee Member Dopf, to approve a check request for the 1st Assault Helicopter Battalion, 140th Aviation Regiment Dining in Event, in the amount of \$2,000.00.

Motion carried 14-1-1, with Committee Member Cunningham being absent.

6. Discuss and Approve a Check Request for the USS Stockdale Holiday Party, Not to Exceed \$2,000.00

A **MOTION** was made by Committee Member Ulrich, seconded by Committee Member Brown, to approve a check request for the USS Stockdale Holiday Party, not to exceed \$2,000.00.

Motion carried 15-0-1, with Committee Member Cunningham being absent.

7. Discuss and Approve a Check Request for the USS Stockdale Holiday Party Transportation of Toys, Not to Exceed \$600.00

A **MOTION** was made by Vice Chair Caldwell, seconded by Committee Member Bowman, to approve a check request for the USS Stockdale Holiday Party transportation of toys, not to exceed \$600.00.

Motion carried 15-0-1, with Committee Member Cunningham being absent.

8. Discuss and Approve a Check Request for the Holiday Toy Drive – Toys and Gift Cards, Not to Exceed \$2,550.00

A **MOTION** was made by Chair McGrath, seconded by Committee Member Tuma, to approve a check request for the Holiday Toy Drive – toys and gift cards, not to exceed \$2,550.00.

Motion carried 15-0-1, with Committee Member Cunningham being absent.

9. Discuss and Approve Cancellation of the Regular Meeting on December 15th 2025.

A MOTION was made by Chair McGrath, seconded by Vice Chair Caldwell, to cancel the regular meeting on December 15th, 2025.

Motion carried 15-0-1, with Committee Member Cunningham being absent.

10. Review and Discuss Feedback from the Military Support Committee Member Survey

Chair McGrath reviewed the results from the Military Support Committee member survey.

11. Sub-Committee Reports

July 4th Celebration – None.

Baby Care Packages – Vice Chair Caldwell stated that baby care packages will start back up again in February.

Care Packages –None.

Car Wash – None.

Holiday Parade – Chair McGrath stated that they need a write-up from the 1st Marine Regimental Headquarters for the parade.

Holiday Toy Drive – Toy boxes will be at three city locations, Mercedes Benz & St. Timothy's Church. November 14th & December 6th are the dates that toys will be ready.

Letter Writing – Committee Member Zueck stated that he will follow up with George White Elementary school regarding writing letters.

Major Fundraising – None.

Sea Country Festival – None.

Scholarships – None.

Social Media – Committee Member Hoskins will send a flyer of the toy drive so everyone can use it.

Special Needs – None.

Veterans Day – Committee Member Tuma thanked everyone who attended and stated it was a nice event with a great speaker.

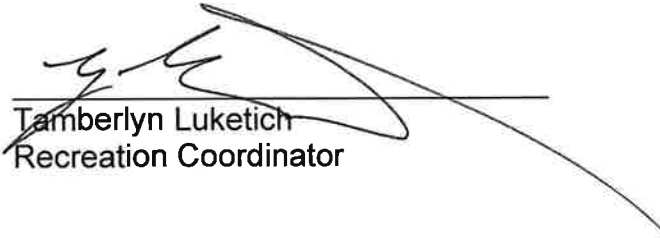
12. Chair Report

Chair McGrath thanked everyone for attending and a special thanks to Committee Member Brown and Swanson for their participation and best of luck to them both.

ADJOURNMENT

There being no further business before the Committee, Chair McGrath adjourned the meeting at 1:10 p.m. to the Special Military Support Committee meeting to be held on January 26, 2026, at 12:00 p.m. in the Community Room, located at 30111 Crown Valley Parkway, Laguna Niguel, CA 92677.

Respectfully submitted by:



Tamberlyn Luketich
Recreation Coordinator

Discuss Sub-Committee Assignments

Agenda Item No. 3

MILITARY SUPPORT COMMITTEE
SUB-COMMITTEE ASSIGNMENTS – 2026

Committee	Member	Event Date
4 th of July Celebration	David Tuma – Co-Chair (YMCA Liaison) Dan Abrams – Co-Chair (Military Liaison) Janice Baker John Ulrich Karen Luckman	July 4, 2026
Baby Care Packages	Melissa Caldwell – Chair Karen Luckman	Ongoing
Care Packages	Tim Bowman Dave Tuma – Co-Chair Janice Baker Lynn Hoskins – Co-Chair	Ongoing
Car Washes	Frank McGrath – Co-Chair Dave Tuma Melissa Caldwell Lynn Hoskins Dan Abrams – Co-Chair	TBD
2026 Major Fundraiser	Frank McGrath Tim Bowman Mary Smith Melissa Caldwell	TBD
Sea Country Festival	Dave Tuma Co-Chair Janice Baker Co-Chair	August (TBD)
Corporate Fundraising/Liaison	Foundation	Ongoing
General/Special Needs – USS Stockdale	Frank McGrath John Ulrich	Ongoing
General/Special Needs – 1 st Marine Regimental HQ	Tim Bowman Dan Abrams	Ongoing
General/Special Needs – 1st Assault Helicopter Battalion 140 th Regiment	Tim Bowman Frank McGrath	Ongoing
Veterans Day	John Ulrich – Co-Chair Dave Tuma – Co-Chair Karen Luckman Jessica Chiaverini	November 11, 2026
Scholarships	Tim Bowman – Chair Anthony Zueck	Ongoing
Social Media	Lynn Hoskins Chair Anthony Zueck	Ongoing

New Member Mentors	Frank McGrath	Ongoing
Chamber Liaison	Melissa Caldwell	Ongoing
Holiday Parade	Dan Abrams Janice Baker Jessica Chiaverini	TBD
Holiday Toy Drive	Melissa Caldwell –Co-Chair Dave Tuma - Co-Chair Jessica Chiaverini Karen Luckman	TBD
Letter Writing	Anthony Zueck Jessica Chiaverini Mary Smith	Ongoing

**Discuss Robert D. Ming
Memorial Scholarship**

Agenda Item No. 4

Laguna Niguel Military Support Committee Robert D. Ming Memorial Scholarship

Purpose: To award scholarships in recognition of military family members attending college or trade school from our three supported units:

- 1st Marine Regiment, including subordinate commands
- USS Stockdale
- 1st Battalion, 140th Aviation Regiment

Scope:

Scholarship Subcommittee: The Laguna Niguel Military Support Committee Chairman will appoint a Scholarship Subcommittee, consisting of a voluntary lead committee member, two other voluntary committee members, a volunteer member from the Laguna Niguel Military Support Committee Foundation, and the Committee chair and vice-chair.

Funding: The Laguna Niguel Military Support Committee Foundation will provide checks for the winning recipients to be presented by the Committee and City officials.

Eligibility:

- Graduating high school seniors from each supported unit will be eligible for this award. Eligibility is based on having a parent or guardian assigned to one of the supported units.
- Spouses and high school or college undergraduates from each supported unit.
- Applicants must have a minimum overall unweighted GPA of 3.0. Each applicant must submit a transcript issued by their school, and current as of the end of the semester or quarter before the closing date of the contest.
- Recipients must provide a cover letter with a summary of themselves and how they intend to use the award money.
- As this is a Committee unit support activity, it is not open to Laguna Niguel residents unless they otherwise qualify.

Awards: The awards will be \$1,000 per student, with one award for each unit. This award may be used for any direct expense related to continuing education at a university, college, community college, or trade school, to include, but not limited to tuition, books, and room and board.

Topic: The Committee will select a topic for each year and present it to the Committee for discussion and approval. Upon approval, Committee unit representatives will provide the topic to unit commanders and points of contact for dissemination. The unit representatives and subcommittee members will follow up to ensure communication and reminders.

Application Process:

- The Lead Subcommittee member will submit notice to the units by March 1st.
- Apply via the application process as provided, either through website or email.
- Submit the essay to the email address provided by April 1st.
- Be able to accept the award at a Laguna Niguel City Council Meeting or Military Support Committee Meeting.

Essay Format and Content:

- Each essay must be produced in Microsoft Word or similar program with standard margins, double-spaced lines, using Times New Roman 12-pitch font, and two pages maximum.
- The content must be relevant to the topic, original in conception and presentation with no use of Chat GPT or other like artificial intelligence programs, and any non-original information properly cited. Judges will consider proper use of English grammar as part of their overall score.

Judging:

- The Subcommittee will review and evaluate the essays for adherence to the topic, quality and impact, and correct grammar using a scoresheet weighted on a scale of 0-5 for each category, with the scores totaled for each applicant. The subcommittee will discuss tie scores to decide any tiebreakers, with the Committee chair making the final recommendation for each unit winner.
- The Subcommittee will announce the recommended winners to be submitted to the full Committee for discussion and approval.
- Upon approval, the Committee chair will notify the winners through the respective unit commanders.

Payment: The lead Subcommittee member will submit a request to the Foundation for checks made out to each contest winner to be provided back to the lead member for presentation.

Presentation: Recipients will receive their awards at the Laguna Niguel City Council meeting or Military Support Committee meeting, along with a Letter of Commendation from the Mayor. The Military Support Committee will coordinate with the City Council representatives and invite the recipients and parents.

Essay Evaluation Form

Name: _____

Unit: _____

Criteria	Score (0-5)
Adherence to Topic	_____
Relevance to Topic	_____
Content Originality	_____
Content Quality	_____
Content Impact	_____
Correct Grammar Usage	_____
Total:	_____

Comments:

Evaluator: _____