



# Laguna Niguel Military Support Committee AGENDA

**REGULAR MEETING OF  
April 18, 2022 - 12:00 p.m.**

*WELCOME TO YOUR MILITARY SUPPORT COMMITTEE REGULAR MEETING!*

Regular meetings are held on the third Monday of each month at 12:00 p.m. in the Council Chambers 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 Council Chambers. 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 City Council Chambers.

*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](http://www.cityoflagunaniguel.org)**

**CALL TO ORDER**

**ROLL CALL**

**INVOCATION – Committee Member Hoskins**

**PLEDGE OF ALLEGIANCE – Committee Member Ulrich**

**PRESENTATIONS – Bill Kelley, President, Laguna Niguel Military Support Foundation**

**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 Military Support Committee Regular Meeting on March 21, 2022**

**Recommendation**

Approve as written or amended.

**DISCUSSION ITEMS**

**1. Reports from the 1<sup>st</sup> Battalion, 4<sup>th</sup> Marines, USS Stockdale, and 1<sup>st</sup> Assault Helicopter Battalion, 140<sup>th</sup> Aviation Regiment Representatives**

**Recommendation**

Hear reports.

**2. Discuss Ideas for Major Fundraiser and Authorization to Pursue 2-3 Ideas**

**Recommendation**

Discuss and approve.

3. **Discuss Support Needed for Major Fundraiser and Request for Additional Volunteers from the Military Support Committee and Community**

**Recommendation**

Discuss and approve.

4. **Discuss Ideas for Minor Fundraisers to Compliment Major Fundraiser that are Outside the Required Items, as stated, in the Military Support Operational Guidelines and Approval to Explore Same**

**Recommendation**

Discuss and approve.

5. **Discuss the May 14<sup>th</sup> & 15<sup>th</sup> Baby Care Package Drive at Walmart**

**Recommendation**

Discuss and approve.

6. **Discuss Reimbursing USS Stockdale Personnel for Gas Used to Attend the Military Support Committee Meetings Using the Gift Cards Donated.**

**Recommendation**

Discuss and approve.

7. **Update on Proposed USS Stockdale Family Activities**

**Recommendation**

Hear update.

8. **Discussion of Possible Ideas/Activities for our Participation at the Sea Country Festival**

**Recommendation**

Discuss and approve.

9. **Check Request for the Sea Country Festival in August, Not to Exceed \$1,500.00**

**Recommendation**

Discuss and approve the check request for the Sea Country Festival, not to exceed \$1,500.00.

10. **Check Request for the 1<sup>st</sup> Battalion, 4<sup>th</sup> Marines Command Post/Barracks Renovation, Not To Exceed \$3,000.00**

**Recommendation**

Discuss and approve the check request for the 1<sup>st</sup> Battalion, 4<sup>th</sup> Marines Command Post/Barracks, not to exceed \$3,000.00.

11. **Check Request for the 1<sup>st</sup> Battalion, 4<sup>th</sup> Marines June 3<sup>rd</sup> Family Day – Beach Luau, Not To Exceed \$3,000.00.**

**Recommendation**

Discuss and approve the check request for the 1<sup>st</sup> Battalion, 4<sup>th</sup> Marines June 3<sup>rd</sup> Family Day – Beach Luau, not to exceed \$3,000.00.

12. **Committee Reports**

**Recommendation**

Hear reports.

**ADJOURNMENT**

**LAGUNA NIGUEL MILITARY SUPPORT COMMITTEE**

**Mayor Pro Tem Sandy Rains – Co-Chair  
Council Member Rischi Paul Sharma – Co-Chair**

**Amy Betonte  
Timothy Bowman  
Melissa Caldwell  
Elena Faita-Nguyen  
Debra Garnreiter  
Michael Gerard  
James Charles Glantz  
Lynn Hoskins  
John Humphrey**

**Kathy Khalifa  
Frank McGrath  
Edward Struzik  
Bill Sundin  
David Tuma  
John Ulrich  
Jeff von Waldburg  
David Weiss  
Stephanie Winstead**

**Sebrina King, First Battalion, Fourth Marines  
Command Master Chief Eli Robles, USS Stockdale  
LT Col Matt Jonkey, 1<sup>st</sup> Assault Helicopter Battalion,  
140<sup>th</sup> Aviation Regiment**

**Carole Allen, Laguna Niguel Military Support Foundation Representative**

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

**AFFIDAVIT OF POSTING**

COUNTY OF ORANGE)  
CITY OF LAGUNA NIGUEL)

I, TAMBERLYN LUKETICH, POLICE SERVICES SECRETARY, hereby certify, under penalty of perjury, that I caused the posting of this agenda by 12:00 p.m. on Friday, April 15, 2022 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, Police Services Secretary

# **Foundation Financial Report**

**Agenda Item No. 1**

**Laguna Niguel Military Support Foundation**  
**Income & Expense Detail (Unaudited), 1-4 Marines**  
**January through December 2021**

| Date  | Num       | Name                            | Memo   | Paid Amou... |
|---|-----------|---------------------------------|--|--------------|
| <b>Ordinary Income/Expense</b>                |           |                                 |  |              |
| <b>Income</b>                                 |           |                                 |  |              |
| <b>40000 · Direct Public Support</b>          |           |                                 |  |              |
| <b>40010 · Individ, Small Bus Contribs</b>    |           |                                 |  |              |
| 07/05/2021                                    |           | One Shield Security Services    | General Donation                               | 3,075.00     |
| 08/01/2021                                    |           | One Shield Security Services    | General Donation                               | 420.00       |
| 09/11/2021                                    |           | Danylyshyn, Eugene              | Donation                                       | 200.00       |
| 09/11/2021                                    |           | Joseph, William                 | Donation                                       | 100.00       |
| 09/11/2021                                    |           | Leonhart M & Johns Foster       | Donation                                       | 100.00       |
| 09/11/2021                                    |           | Rains Maynard & Sandy           | Donation                                       | 100.00       |
| 09/11/2021                                    |           | Gennawey Elaine&Raymond         | Donation                                       | 100.00       |
| 09/11/2021                                    |           | Donors-Cash (1-4 Car Wash 20... | PayPal Credit Card Car Wash Donations          | 721.00       |
| 09/11/2021                                    |           | Donors-Cash (1-4 Car Wash 20... | 2021 Car Wash                                  | 4,513.00     |
| Total 40010 · Individ, Small Bus Contribs     |           |                                 |  | 9,329.00     |
| Total 40000 · Direct Public Support           |           |                                 |  | 9,329.00     |
| <b>51000 · Program Income from sales/fees</b> |           |                                 |  |              |
| <b>51200 · 1-4 Marines Event Income</b>       |           |                                 |  |              |
| 07/26/2021                                    |           | 1-4 Marines Ball Sales          | 1-4 B-day Ball                                 | 175.56       |
| 08/08/2021                                    |           | 1-4 Marines Ball Sales          | 1-4 B-day Ball                                 | 4,227.53     |
| 08/15/2021                                    |           | 1-4 Marines Ball Sales          | 1-4 B-day Ball Tickets                         | 3,191.91     |
| 08/22/2021                                    |           | 1-4 Marines Ball Sales          | 1-4 B-day Ball Ticket Sales                    | 4,016.43     |
| 08/29/2021                                    |           | 1-4 Marines Ball Sales          | 1-4 B-day Ball Ticket Sales                    | 3,167.63     |
| 08/31/2021                                    |           | 1-4 Marines Ball Sales          | 1-4 B-day Ball Ticket Sales                    | 2,754.41     |
| 09/05/2021                                    |           | 1-4 Marines Ball Sales          | 1-4 B-day Ball Ticket Sales                    | 2,409.13     |
| 09/12/2021                                    |           | 1-4 Marines Ball Sales          | Marine Ball Ticket Sales                       | 5,035.07     |
| 09/19/2021                                    |           | 1-4 Marines Ball Sales          | 1-4 Marine Ball Ticket Sales                   | 8,556.61     |
| 09/26/2021                                    |           | 1-4 Marines Ball Sales          | Ball Ticket Sales                              | 5,557.38     |
| 09/30/2021                                    |           | 1-4 Marines Ball Sales          | Ball Ticket Sales                              | 11,826.57    |
| 10/03/2021                                    |           | 1-4 Marines Ball Sales          | Marine Ball Tickets                            | 6,783.50     |
| 10/10/2021                                    |           | 1-4 Marines Ball Sales          | Marine Ball Tickets                            | 8,021.39     |
| 10/14/2021                                    |           | 1-4 Marines Ball Sales          | Marine Ball Tickets                            | 1,563.31     |
| 10/17/2021                                    | PayP...   | Refunds                         | Marine Ball Refunds                            | -50,918.23   |
| 10/24/2021                                    | PayP...   | Refunds                         | Marine Ball Refunds                            | -16,368.20   |
| Total 51200 · 1-4 Marines Event Income        |           |                                 |  | 0.00         |
| Total 51000 · Program Income from sales/fees  |           |                                 |  | 0.00         |
| Total Income                                  |           |                                 |  | 9,329.00     |
| Gross Profit                                  |           |                                 |  | 9,329.00     |
| <b>Expense</b>                                |           |                                 |  |              |
| <b>60000 · Program Expenses</b>               |           |                                 |  |              |
| <b>61100 · Supplies--Pgm Exp</b>              |           |                                 |  |              |
| 03/19/2021                                    |           | Gonzalez, Kayla                 | 1-4 Marines Kickball Equipment                 | 207.04       |
| 03/31/2021                                    |           | Gonzalez, Kayla                 | 1-4 Marines, Kickball Jerseys                  | 252.00       |
| 05/19/2021                                    |           | Covington, Susan                | Reimb - 1-4 Mar Gold Star Parents Housing      | 1,940.00     |
| 05/28/2021                                    | Reimb     | King, Sebrina                   | 1-4 Mar_Homecoming Snacks Reimb                | 692.97       |
| 07/20/2021                                    |           | Gonzalez, Kayla                 | 1-4 Marines, Kickball Team Snacks              | 90.00        |
| 09/22/2021                                    |           | PHB Sales & Imports             | 1-4 Marines Ball Mementos                      | 6,000.00     |
| Total 61100 · Supplies--Pgm Exp               |           |                                 |  | 9,182.01     |
| <b>62000 · Facilities and Equipment</b>       |           |                                 |  |              |
| <b>62100 · Equipment Rental--Pgm Exp</b>      |           |                                 |  |              |
| 08/07/2021                                    |           | Encore                          | Audio/Visual - 2021 USMC Birthday Ball, Pro... | 3,843.50     |
| 09/07/2021                                    |           | ProntoWash                      | 1-4 Marines Car Wash                           | 700.00       |
| 11/23/2021                                    | Inv 36... | SD Kids Party Rentals           | 1-4 Marines Christmas Carnival 12/13/2021      | 3,469.25     |
| Total 62100 · Equipment Rental--Pgm Exp       |           |                                 |  | 8,012.75     |
| Total 62000 · Facilities and Equipment        |           |                                 |  | 8,012.75     |
| <b>63820 · Credit Card Processing Fees</b>    |           |                                 |  |              |
| <b>63823 · Transaction Discount Fee</b>       |           |                                 |  |              |
| 07/26/2021                                    | PayPal    | PayPal                          | PayPal Fees - 1-4 B-day Ball                   | 5.69         |

4:07 PM

02/11/22

Cash Basis

**Laguna Niguel Military Support Foundation**  
**Income & Expense Detail (Unaudited), 1-4 Marines**  
**January through December 2021**

| Date                                      | Num      | Name       | Memo                                    | Paid Amou...      |
|---|----------|------------|---|-------------------|
| 08/08/2021                                | PayPal   | PayPal     | PayPal Fees 1-4 B-day Ball Tickets      | 166.08            |
| 08/15/2021                                | PayPal   | PayPal     | PayPal Fees 1-4 B-day Ball Tickets      | 124.11            |
| 08/22/2021                                | PayPal   | PayPal     | PayPal Fees 1-4 B-day Ball Ticket Sales | 151.42            |
| 08/29/2021                                | PayPal   | PayPal     | PayPal Fees 1-4 B-day Ball              | 123.23            |
| 08/31/2021                                | PayPal   | PayPal     | PayPal Fees 1-4 B-day Ball Ticket Sales | 108.82            |
| 09/05/2021                                | PayPal   | PayPal     | PayPal Fees Ball                        | 94.37             |
| 09/12/2021                                | PayPal   | PayPal     | PayPal Fees Ball                        | 193.35            |
| 09/12/2021                                | PayPal   | PayPal     | PayPal Fees - Car Wash                  | 20.61             |
| 09/19/2021                                | PayPal   | PayPal     | PayPal Fees Ball                        | 340.83            |
| 09/26/2021                                | PayPal   | PayPal     | PayPal Fees Ball                        | 226.00            |
| 09/30/2021                                | PayPal   | PayPal     | PayPal Fees Ball                        | 476.15            |
| 10/03/2021                                | PayPal   | PayPal     | PayPal Fees - Marine Ball               | 265.60            |
| 10/10/2021                                | PayPal   | PayPal     | PayPal Fees - Marine Ball               | 314.71            |
| 10/14/2021                                | PayPal   | PayPal     | PayPal Fees - Marine Ball               | 61.40             |
| Total 63823 · Transaction Discount Fee    |          |            |   | 2,672.37          |
| <b>63824 · Other Transaction Fees</b>     |          |            |   |                   |
| 09/12/2021                                | IN202... | Eventbrite | 1-4 Marines B-day Ball, Ticket Sales    | 838.91            |
| 10/05/2021                                |          | Eventbrite | September Ball Ticket Sale Fees         | 1,882.50          |
| Total 63824 · Other Transaction Fees      |          |            |   | 2,721.41          |
| Total 63820 · Credit Card Processing Fees |          |            |   | 5,393.78          |
| Total 60000 · Program Expenses            |          |            |   | 22,588.54         |
| Total Expense                             |          |            |   | 22,588.54         |
| Net Ordinary Income                       |          |            |   | -13,259.54        |
| <b>Net Income</b>                         |          |            |   | <b>-13,259.54</b> |



Laguna Niguel Military Support Foundation  
**Balance Sheet Summary (Unaudited)**  
As of January 1, 2022

|  | <u>Jan 1, 22</u>        |
|--|-------------------------|
| <b>ASSETS</b>                                      |                         |
| <b>Current Assets</b>                              |                         |
| <b>Checking/Savings</b>                            |                         |
| 10100 · US Bank Checking                           |                         |
| 10110 · Unrestricted Amounts                       | 37,031.47               |
| 10120 · Temporarily Restricted Amounts             |                         |
| 10125 · 1-4 Marines                                | <u>5,149.56</u>         |
| <b>Total 10120 · Temporarily Restricted Amo...</b> | <u>5,149.56</u>         |
| <b>Total 10100 · US Bank Checking</b>              | <u>42,181.03</u>        |
| 10310 · PayPal New                                 |                         |
| 10315 · PayPal New Unrestricted                    | <u>655.41</u>           |
| <b>Total 10310 · PayPal New</b>                    | <u>655.41</u>           |
| <b>Total Checking/Savings</b>                      | <u>42,836.44</u>        |
| <b>Total Current Assets</b>                        | <u>42,836.44</u>        |
| <b>TOTAL ASSETS</b>                                | <b><u>42,836.44</u></b> |
| <b>LIABILITIES &amp; EQUITY</b>                    |                         |
| <b>Equity</b>                                      |                         |
| 30200 · Available for Operations                   | 22,686.88               |
| 30400 · Operating Reserve                          | 15,000.00               |
| 31000 · Temp. Restricted Net Assets                |                         |
| 31110 · Use Restricted-1/4 Marines                 | <u>5,149.56</u>         |
| <b>Total 31000 · Temp. Restricted Net Assets</b>   | <u>5,149.56</u>         |
| <b>Total Equity</b>                                | <u>42,836.44</u>        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>              | <b><u>42,836.44</u></b> |

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02/23/22  
Cash Basis

**Laguna Niguel Military Support Foundation**  
**Income & Expense--Month Summary 2021 (unaudited)**  
January through December 2021

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|  | <u>Jan - Dec 21</u>      |
|--|--------------------------|
| <b>Ordinary Income/Expense</b>         |                          |
| <b>Income</b>                          |                          |
| 40000 · Direct Public Support          | 17,119.65                |
| 51000 · Program Income from sales/fees | <u>0.00</u>              |
| <b>Total Income</b>                    | <u>17,119.65</u>         |
| <b>Gross Profit</b>                    | 17,119.65                |
| <b>Expense</b>                         |                          |
| 60000 · Program Expenses               | 30,876.58                |
| 70000 · Management & Administration    | <u>4,646.98</u>          |
| <b>Total Expense</b>                   | <u>35,523.56</u>         |
| <b>Net Ordinary Income</b>             | <u>-18,403.91</u>        |
| <b>Net Income</b>                      | <u><u>-18,403.91</u></u> |

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02/11/22  
Cash Basis

**Laguna Niguel Military Support Foundation**  
**Income & Expense Detail (Unaudited), USS Stockdale**  
**January through December 2021**

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| <u>Date</u>                                  | <u>Name</u>                                 | <u>Memo</u>                                  | <u>Paid Amou...</u>     |
|--|---|--|-------------------------|
| <b>Ordinary Income/Expense</b>               |   |  |                         |
| <b>Expense</b>                               |   |  |                         |
| <b>60000 · Program Expenses</b>              |   |  |                         |
| <b>61100 · Supplies--Pgm Exp</b>             |   |  |                         |
| 02/24/2021                                   | City of Laguna Niguel Finance ...           | USS Stockdale Painting Party - Retail Ord... | <u>546.98</u>           |
|  | Total 61100 · Supplies--Pgm Exp             |  | <u>546.98</u>           |
| <b>62000 · Facilities and Equipment</b>      |   |  |                         |
| <b>62200 · Facility Rent, Parking, Utils</b> |   |  |                         |
| 12/02/2021                                   | Admiral Robinson Recreation C...            | USS Stockdale Children's Holiday Party       | <u>865.50</u>           |
|  | Total 62200 · Facility Rent, Parking, Utils |  | <u>865.50</u>           |
|  | Total 62000 · Facilities and Equipment      |  | <u>865.50</u>           |
|  | Total 60000 · Program Expenses              |  | <u>1,412.48</u>         |
|  | Total Expense                               |  | <u>1,412.48</u>         |
|  | Net Ordinary Income                         |  | <u>-1,412.48</u>        |
|  | <b>Net Income</b>                           |  | <u><u>-1,412.48</u></u> |

7:07 PM  
04/08/22  
Cash Basis

**Laguna Niguel Military Support Foundation**  
**Income & Expense--Month Summary 2021 (unaudited)**  
February 2022

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|                                      | <u>Feb 22</u>          |
|--------------------------------------|------------------------|
| <b>Ordinary Income/Expense</b>       |                        |
| <b>Income</b>                        |                        |
| 40000 · Direct Public Support        | <u>1,346.11</u>        |
| <b>Total Income</b>                  | <u>1,346.11</u>        |
| <b>Gross Profit</b>                  | 1,346.11               |
| <b>Expense</b>                       |                        |
| 60000 · Program Expenses             | -3,751.76              |
| 70000 · Management & Admininstrat... | <u>195.00</u>          |
| <b>Total Expense</b>                 | <u>-3,556.76</u>       |
| <b>Net Ordinary Income</b>           | <u>4,902.87</u>        |
| <b>Net Income</b>                    | <u><u>4,902.87</u></u> |

Laguna Niguel Military Support Foundation  
**Balance Sheet Summary (Unaudited)**  
As of February 28, 2022

|  | <u>Feb 28, 22</u>       |
|--|-------------------------|
| <b>ASSETS</b>                                      |                         |
| <b>Current Assets</b>                              |                         |
| <b>Checking/Savings</b>                            |                         |
| 10100 · US Bank Checking                           |                         |
| 10110 · Unrestricted Amounts                       | 46,511.57               |
| 10120 · Temporarily Restricted Amounts             |                         |
| 10125 · 1-4 Marines                                | <u>5,101.09</u>         |
| <b>Total 10120 · Temporarily Restricted Amo...</b> | <u>5,101.09</u>         |
| <b>Total 10100 · US Bank Checking</b>              | 51,612.66               |
| 10310 · PayPal New                                 |                         |
| 10315 · PayPal New Unrestricted                    | 655.89                  |
| 10320 · Temporarily Restricted PayPal              |                         |
| 10329 · Robert Ming Memorial PayPal                | <u>623.84</u>           |
| <b>Total 10320 · Temporarily Restricted PayPal</b> | <u>623.84</u>           |
| <b>Total 10310 · PayPal New</b>                    | <u>1,279.73</u>         |
| <b>Total Checking/Savings</b>                      | 52,892.39               |
| <b>Other Current Assets</b>                        |                         |
| 12000 · *Undeposited Funds                         | <u>200.00</u>           |
| <b>Total Other Current Assets</b>                  | <u>200.00</u>           |
| <b>Total Current Assets</b>                        | <u>53,092.39</u>        |
| <b>TOTAL ASSETS</b>                                | <b><u>53,092.39</u></b> |
| <b>LIABILITIES &amp; EQUITY</b>                    |                         |
| <b>Equity</b>                                      |                         |
| 30200 · Available for Operations                   | 22,686.88               |
| 30400 · Operating Reserve                          | 15,000.00               |
| 31000 · Temp. Restricted Net Assets                |                         |
| 31110 · Use Restricted-1/4 Marines                 | <u>5,149.56</u>         |
| <b>Total 31000 · Temp. Restricted Net Assets</b>   | 5,149.56                |
| <b>Net Income</b>                                  | <u>10,255.95</u>        |
| <b>Total Equity</b>                                | <u>53,092.39</u>        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>              | <b><u>53,092.39</u></b> |

**City Military Support  
Committee Account**

**Agenda Item No. 2**



**Detail vs Budget Report**

Date Range: 07/01/2021 - 06/30/2022

**Account Summary**

| Account              | Name             | Encumbrances | Fiscal Budget   | Beginning Balance | Total Activity  | Ending Balance  | Budget Remaining | % Remaining    |
|----------------------|------------------|--------------|-----------------|-------------------|-----------------|-----------------|------------------|----------------|
| 100-01-5750          | Military Support | 0.00         | 4,000.00        | 0.00              | 1,458.70        | 1,458.70        | 2,541.30         | 63.53 %        |
| <b>Report Total:</b> |                  | <b>0.00</b>  | <b>4,000.00</b> | <b>0.00</b>       | <b>1,458.70</b> | <b>1,458.70</b> | <b>2,541.30</b>  | <b>63.53 %</b> |



### Fund Summary

| Fund                 | Encumbrances | Fiscal Budget   | Beginning Balance | Total Activity  | Ending Balance  | Budget Remaining | % Remaining    |
|----------------------|--------------|-----------------|-------------------|-----------------|-----------------|------------------|----------------|
| 100 - GENERAL        | 0.00         | 4,000.00        | 0.00              | 1,458.70        | 1,458.70        | 2,541.30         | 63.53 %        |
| <b>Report Total:</b> | <b>0.00</b>  | <b>4,000.00</b> | <b>0.00</b>       | <b>1,458.70</b> | <b>1,458.70</b> | <b>2,541.30</b>  | <b>63.53 %</b> |

**Minutes of the Regular Military Support  
Committee Meeting on  
March 21, 2022**

**Agenda Item No. 3**

**MINUTES OF THE  
CITY OF LAGUNA NIGUEL  
MILITARY SUPPORT COMMITTEE REGULAR MEETING  
March 21, 2022 – 12:00 p.m.**

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**CALL TO ORDER** – Co-Chair Rains called the Regular Meeting of the City of Laguna Niguel Military Support Committee to order at 12:00 p.m.

**ROLL CALL**

**Present:** Co-Chair Rains  
Co-Chair Sharma  
Amy Betonte  
Tim Bowman  
Elena Faita-Nguyen  
Debra Garnreiter  
Lynn Hoskins  
John Humphrey  
Kathy Khalifa  
Frank McGrath  
Ed Struzik  
Bill Sundin  
David Tuma  
Jeff von Waldburg  
David Weiss

Sebrina King – First Battalion, Fourth Marines Representative  
Carole Allen, Liaison, Military Support Foundation

**Absent:** Melissa Caldwell, Michael Gerard, James Glantz, John Ulrich, Stephanie Winstead

**City Staff:** Tamberlyn Luketich, Police Services Secretary  
Justin Martin, Deputy City Manager

**INVOCATION** – Committee Member McGrath

**PLEDGE OF ALLEGIANCE** – Committee Member Tuma

**PRESENTATIONS**

None

**PUBLIC COMMUNICATIONS**

None

## CONSENT CALENDAR

**A MOTION** was made by Committee Member Betonte, seconded by Committee Member McGrath, to approve the Consent Calendar as presented.  
**Motion carried 15-0-5**, with Committee Members Caldwell, Gerard, Glantz, Ulrich and Winstead being absent.

## DISCUSSION ITEMS

### 1. **Reports from the 1<sup>st</sup> Battalion, 4<sup>th</sup> Marines, USS Stockdale, and 1<sup>st</sup> Assault Helicopter Battalion, 140<sup>th</sup> Aviation Regiment Representatives**

Sebrina King, 1<sup>st</sup> Battalion, 4<sup>th</sup> Marines, just had their Town Hall Meeting on March 15th. There were approximately 100 attendees and she thanked Committee Member Tuma and his daughter Jessica for helping with day care. The went over paperwork and family care plans, etc. A potluck will be coming up on Sunday, March 27<sup>th</sup>. She will send a flyer for more information. April 8<sup>th</sup> will be the Easter Park-Grab & Go. May 8<sup>th</sup> will be a Celebration of Mothers which will be a catered lunch. They will have a beach luau on June 3<sup>rd</sup> at Del Mar Beach. They are attempting a formal event like the Birthday Ball for either September or October.

Committee Member McGrath read a letter to the committee from the Commander of the USS Stockdale.

Co-Chair Rains reported the 1<sup>st</sup> Assault Helicopter Battalion, 140<sup>th</sup> Aviation Regiment were part of the crew that fought the Emerald Fire in Laguna Beach. Committee Member Bowman spoke with Commander Jonkey and he stated that Operations Officer Choi would like to attend the meetings. There will be a change of Command on May 21<sup>st</sup> and he will get the information to the committee.

### 2. **Review and Discuss Sub-Committee Dates/Events**

Committee Member McGrath reviewed the updated dates of the sub-committees. He spoke with Victor at Walmart and was asked to come by with information regarding the baby drive. Some tentative dates are May 14<sup>th</sup> & May 15<sup>th</sup>. The car wash is set for September 10<sup>th</sup>. A targeted date for the fundraiser will be presented at the next meeting. The toy drive will be in November and the sub-committee will need to get with Walmart to lock in a date. Deputy City Manager, Justin Martin gave Committee Member McGrath his business card in order to acquire city space for the toy drive. Committee Member Tuma is reaching out to the new director for the July 4<sup>th</sup> celebration and will have more information at the next meeting. Deputy City Manager, Justin Martin, let the committee know that the Sea Country Festival is being held August 26<sup>th</sup>-28<sup>th</sup>.

### 3. **Discuss and Approve Baby Drive in Conjunction with Hidden Hills**

Committee Member Faita-Nguyen spoke to Yvonne with Hidden Hills Condominium Community and she would like to do a month long drive and is

asking for a wish list be created on Amazon.

**A MOTION** was made by Committee Member Faita-Nguyen, seconded by Committee Member Khalifa, to work with Hidden Hills Condominium Community in a baby drive.

**Motion carried 15-0-5**, with Committee Members Caldwell, Gerard, Glantz, Ulrich and Winstead being absent.

#### **4. Committee Reports**

Committee Member Hoskins reviewed a social media checklist to be used during the sub-committee events. Co-Chair Rains asked Committee Member Hoskins to provide Tamberlyn a list of contacts.

Committee Member Khalifa was inquiring if we could put our brochures in the library. Co-Chair Rains will check with the library to see if we can post our brochures there.

Committee Member McGrath asked if we had a liaison for the Girl Scouts/Boy Scouts. Committee Member Hoskins stated that Committee Member Winstead is the liaison.

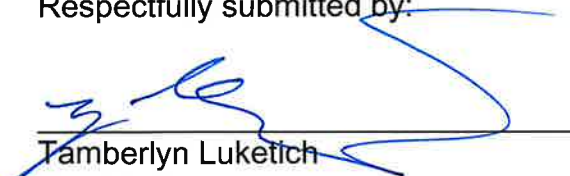
Committee Member McGrath stated he is creating a recognition to be presented at City Hall in early May for the Change of Command of the USS Stockdale.

Co-Chair Rains stated that James Glantz is in Washington DC with the Navy Seals Foundation to help with PTSD and brain health of Navy Seals Veterans. Bill Kelley is the New President of the Military Support Foundations, Adam Liquori will be the Treasurer. Co-Chair Rains will keep everyone informed of any other positions on the Military Support Foundation.

#### **ADJOURNMENT**

There being no further business before the Committee, Co-Chair Rains adjourned the meeting at 12:47 p.m. to the Regular Military Support Committee meeting to be held on April 18, 2022 at 12:00 p.m. in the City of Laguna Niguel Council Chambers located at 30111 Crown Valley Parkway, Laguna Niguel, CA 92677.

Respectfully submitted by:



Tamberlyn Luketich  
Secretary

**Check Request for the Sea Country Festival in  
August, Not to Exceed \$1,500.00**

**Agenda Item No. 9**

# LAGUNA NIGUEL MILITARY SUPPORT COMMITTEE/FOUNDATION EVENT PLANNING AND CHECK REQUEST FORM

| EVENT/ACTIVITY INFORMATION |  |
|----------------------------|--|
| <b>Eve</b>                 | <u>Laguna Niguel Sea Country Festival</u>  |
| <b>Description:</b>        | <u>Sea Country Festival- Fundraiser Sub-Committee is asking for funds for operating capital to</u><br><u>to create fundraising event- e.g. if we are able to sponsor a dunk tank we need to rent equipment</u> |
| <b>Eve</b>                 | <u>August 26,27,28</u> <b>Date Funds Required By:</b> <u>May 1, 2022</u>   |

|                              |                               |                               |
|------------------------------|-------------------------------|-------------------------------|
| <b>Request Submitted by:</b> | <u>Ed Struzik</u>             | <u>Elena Faita-Nguyen</u>     |
|                              | <u>Sub-Committee Co-Chair</u> | <u>Sub-Committee Co-Chair</u> |

| APPROVALS OBTAINED |                          |                  |   |
|--------------------|--------------------------|------------------|---|
| <b>mm</b>          | <input type="checkbox"/> | <b>Battalion</b> | <input type="checkbox"/>                                  |
|                    |                          | <b>ckda</b>      | <input type="checkbox"/>                                  |
|                    |                          | <b>40th</b>      | <input type="checkbox"/>                                  |
|                    |                          | <b>NA</b>        | <input type="checkbox"/>                                  |
| <b>Commit</b>      | <input type="checkbox"/> | <b>Yes</b>       | <b>If Yes, approval date:</b> <u>                    </u> |
|                    |                          |                  | <input checked="" type="checkbox"/> <b>ined</b>           |

| Operating Capital in order to fund a booth/fundraiser at the Sea Country festival. Actual fundraiser is to be determined- working CoC and festival determine space, other vendors etc. |                |            |
|--|----------------|------------|
|  | Foundation/ALL | NTE \$1500 |
|  |                |            |
|  |                |            |
|  |                |            |
| <b>Total Amount Requested</b>  |                | 1500       |

|                                      |   |
|--------------------------------------|---|
| <b>CHECK PAYABLE</b>                 | <u>Amy Betonte</u>                            |
| <b>TREET ADDRE</b>                   | <u>18 Mercato</u>                             |
| <b>CITY</b> <u>Laguna Niguel</u>     | <b>TATE</b> <u>CA</u> <b>ZIP</b> <u>92677</u> |
| <b>TELEPHONE</b> <u>949-637-6734</u> | <b>EMAIL</b> <u>amybetonte@gmail.com</u>      |

Submit form to Military Support Committee for approval. If approved, indicate approvals and submit form to the following **WITH ATTACHED RECEIPTS:**

**William J. Kelley, III**  
 Treasurer, Laguna Niguel Military Support Foundation  
 24495 Rue de Gauguin, Laguna Niguel, CA 92677  
 Tel: (949) 363-7519      Email: [wjk@kelleyandkelleylaw.com](mailto:wjk@kelleyandkelleylaw.com)

|                                  |             |
|----------------------------------|-------------|
| <b>For LNMS Foundation Only:</b> |             |
| <b>Auth</b>                      | <b>Auth</b> |

**Check Request for the 1<sup>st</sup> Battalion, 4<sup>th</sup> Marines  
Command Post/Barracks Renovation, Not to  
Exceed \$3,000.00**

**Agenda Item No. 10**



# LAGUNA NIGUEL MILITARY SUPPORT COMMITTEE/FOUNDATION EVENT PLANNING AND CHECK REQUEST FORM

| EVENT/ACTIVITY INFORMATION |  |
|----------------------------|--|
| Event Name:                | <u>Post/Barracks Renovation</u>                    |
| Description:               | <u>Renovation of Post/Barracks</u>                 |
| Location:                  | <u>Camp Pendleton</u>                              |
| Event Date:                | <u>On-going</u> Date Funds Required By: <u>tbd</u> |

|  |   |
|--|---|
| Request Submitted by: <u>John Humphrey</u><br>Sub-Committee Co-Chair | <u>Tim Bowman</u><br>Sub-Committee Co-Chair |
|--|---|

| APPROVALS OBTAINED |  |  |                                       |
|--------------------|--|--|---------------------------------------|
| Command:           | <input checked="" type="checkbox"/> 1/4 Battalion            | <input type="checkbox"/> USS Stockdale | <input type="checkbox"/> 1/140th      |
|                    | <input type="checkbox"/> NA                                  |  |                                       |
| Committee:         | <input type="checkbox"/> Yes    If Yes, approval date: _____ |  | <input type="checkbox"/> Not Obtained |

| DESCRIPTION OF EXPENSE  | UNIT(S) BENEFITED | AMOUNT \$             |
|---|-------------------|-----------------------|
| Miscellaneous items including, but not limited to paint, brushes, rollers, signs, wallpaper, light covers, staining of doors, picture frames, ceiling tiles, shelves, projector screen, Pull up bars, workout station, power wash catwalks. |                   | NTE \$3,000.00        |
|   |                   |                       |
| <b>Total Amount Requested</b>   |                   | <b>NTE \$3,000.00</b> |

|  |
|--|
| CHECK PAYABLE TO: <u>Sebrina King</u>                              |
| STREET ADDRESS: <u>1034 Eliot ST.</u>                              |
| CITY: <u>Oceanside</u> STATE: <u>CA</u> ZIP: <u>92057</u>          |
| TELEPHONE: <u>760-500-2539</u> EMAIL: <u>sebrina.king@usmc.mil</u> |

Submit form to Military Support Committee for approval. If approved, indicate approvals and submit form to the following **WITH ATTACHED RECEIPTS:**

William J. Kelley, III  
Treasurer, Laguna Niguel Military Support Foundation  
24495 Rue de Gauguin, Laguna Niguel, CA 92677  
Tel: (949) 363-7519      Email: [wjk@kelleyandkelleylaw.com](mailto:wjk@kelleyandkelleylaw.com)

|                           |       |         |       |
|---------------------------|-------|---------|-------|
| For LNMS Foundation Only: |       |         |       |
| Auth 1:                   | Date: | Auth 2: | Date: |

## FACILITIES PRIORITIES

- Barracks is the highest priority. What can we do to help make the living conditions better.
  - Paint – **What colors?**
  - Brushes
  - Rollers
  - Paint Pains
  - Power Wash
  - Designation Signs – **what do they say?**
  
- CP
  - Paint halls, heads, and Conference rooms
  - Sign on the Sides of the CP. Blue Dragons (2) – **What kind of signs?**
  - Sign for the Conference room (2) – **what kind?**
  - Wallpaper for conference room – **what design?**
  - Paint for the blue dragons in front of CP and North side – **what colors?**
  - Light covers – **what style and how many?**
  - Sand Doors
  - Stain Doors – **what color?**
  - Paint wooden bench's – **what color?**
  - Stain for read boards – **what color?**
  - Picture Frames – **black frames?**
    - Large photos (4) – **what size?**
    - Frames 8 by 11 for doors and hall ways (30)
    - Frame MOH memorabilia (15) – **what size?**
  - New ceiling tiles for conference room (36) – **what size?**
  - Shelves – **wall or book shelves?**
  - Projector Screen (1) – **stand alone?**
  
- Pull-up bars, build workout station (3)
  
- Power wash catwalks of barracks
  
- 
  
- 
  
- 
  
-

## **First Projects to Be Completed**

- Power wash CP and cut grass (March 30)
- Move over to 596 to begin lawn maintenance and power washing (April 4)
- Move over to 529 to begin lawn maintenance and power washing (TBD)

**Check Request for the 1<sup>st</sup> Battalion, 4<sup>th</sup> Marines  
June 3<sup>rd</sup> Family Day – Beach Luau, not to Exceed  
\$3,000.00**

**Agenda Item No. 11**

# LAGUNA NIGUEL MILITARY SUPPORT COMMITTEE/FOUNDATION EVENT PLANNING AND CHECK REQUEST FORM

| EVENT/ACTIVITY INFORMATION |   |
|----------------------------|---|
| Event Name:                | <u>Beach Luau</u>   |
| Description:               | <u>Battalion Family Day Beach Luau</u>                    |
| Location:                  | <u>Del Mar Beach Camp Pendleton</u>                       |
| Event Date:                | <u>June 3, 2022</u> Date Funds Required By: <u>5/2/22</u> |

|  |   |
|--|---|
| Request Submitted by: <u>John Humphrey</u><br>Sub-Committee Co-Chair | <u>Tim Bowman</u><br>Sub-Committee Co-Chair |
|--|---|

| APPROVALS OBTAINED |  |  |                                       |
|--------------------|--|--|---------------------------------------|
| Command:           | <input checked="" type="checkbox"/> 1/4 Battalion            | <input type="checkbox"/> USS Stockdale | <input type="checkbox"/> 1/140th      |
|                    | <input type="checkbox"/> NA                                  |  |                                       |
| Committee:         | <input type="checkbox"/> Yes    If Yes, approval date: _____ |  | <input type="checkbox"/> Not Obtained |

| DESCRIPTION OF EXPENSE                             | UNIT(S) BENEFITED | AMOUNT \$             |
|--|-------------------|-----------------------|
| To help cover expense of menu items (see attached) |                   | NTE \$3,000.00        |
|  |                   |                       |
|  |                   |                       |
|  |                   |                       |
| <b>Total Amount Requested</b>                      |                   | <b>NTE \$3,000.00</b> |

|  |
|--|
| CHECK PAYABLE TO: <u>Impeccable Taste</u>                          |
| STREET ADDRESS: <u>10940 Burbank Blvd.</u>                         |
| CITY: <u>North Hollywood</u> STATE: <u>CA</u> ZIP: <u>91601</u>    |
| TELEPHONE: <u>800-530-1266</u> EMAIL: <u>sebrina.king@usmc.mil</u> |

Submit form to Military Support Committee for approval. If approved, indicate approvals and submit form to the following **WITH ATTACHED RECEIPTS:**

William J. Kelley, III  
Treasurer, Laguna Niguel Military Support Foundation  
24495 Rue de Gauguin, Laguna Niguel, CA 92677  
Tel: (949) 363-7519      Email: [wjk@kelleyandkelleylaw.com](mailto:wjk@kelleyandkelleylaw.com)

|                           |       |         |       |
|---------------------------|-------|---------|-------|
| For LNMS Foundation Only: |       |         |       |
| Auth 1:                   | Date: | Auth 2: | Date: |



**"Serving all your Catering needs"**

10940 Burbank Boulevard  
 North Hollywood, CA 91601  
 800-530-1266 - Phone/Fax

**Price in effect for 14 days**

**DATE:** March 29, 2022  
**REQUEST #:**

**Requested By:** Sebrina King

**Contact:** Sebrina King  
[sebrina.king@usmc.mil](mailto:sebrina.king@usmc.mil)  
 760-500-2539

**Event:** Battalion Luau

**Location:** Del Mar Beach  
 Camp Pendleton

**Comments or Special Instructions:**

| SALESPERSON | P.O. NUMBER | EVENT TYPE | EVENT DATE | EVENT TIME | TERMS       |
|-------------|-------------|------------|------------|------------|-------------|
| Diane       | N/A         | Special    | 6/3/22     | TBA        | Per Invoice |

| QUANTITY | DESCRIPTION  | UNIT PRICE | AMOUNT      |
|----------|--|------------|-------------|
| 850      | <u>Battalion Family Day Luau</u><br><br>MENU III - LUAU<br>Hawaiian Chicken<br>Kalua Pulled Pork<br>Hawaiian Cole Slaw<br>Vegetable Pasta or Rice Noodle Salad<br>Coconut Rice<br>Mixed greens, mandarin orange, water chestnuts and chow mein noodles | \$6.00     | \$ 5,100.00 |

**Price includes:**

Delivery, servers, cleanup of service area. **No disposables**  
 (plates, utensils, napkins, cups) are included.

|                |                    |
|----------------|--------------------|
| SUBTOTAL       | \$ 5,100.00        |
| SALES TAX      |                    |
| GRATUITY       |                    |
| DEPOSIT/CREDIT |                    |
| <b>TOTAL</b>   | <b>\$ 5,100.00</b> |

Checks payable to **ITC Enterprises**. Electronic/ACH payments accepted through **MCCS**. VISA/MC/Discover/American Express only accepted thru Paval to [sales@itcatering.com](mailto:sales@itcatering.com).

If you have any questions concerning this estimate, contact Diane 714-697-2496 or [dtimmons@itcatering.com](mailto:dtimmons@itcatering.com).

THANK YOU FOR CONSIDERING IMPECCABLE TASTE CATERING