



Laguna Niguel Military Support Committee AGENDA

**REGULAR MEETING OF
June 20, 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**

CALL TO ORDER

ROLL CALL

INVOCATION – Committee Member Khalifa

PLEDGE OF ALLEGIANCE – Committee Member Garnreiter

PRESENTATIONS

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 Special Meeting on May 23, 2022

Recommendation

Approve as written or amended.

DISCUSSION ITEMS

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

Recommendation

Hear reports.

2. Review of Mileage Reimbursement Form

Recommendation

Review.

3. Update on the Stockdale Homecoming

Recommendation

Hear Update.

4. Discuss and Approve Items for the July 4th Fun Run

Recommendation

Discuss and approve.

5. Discuss and Approve Food Trucks at the Summer Concerts for Military Support Committee Fundraising

Recommendation

Discuss and approve.

6. Discuss and Approve Using Gift Cards for Silent Auction Items for Taste for the Troops. Examples Include “Shop Till You Drop”, “Dine Around Town”

Recommendation

Discuss and approve.

7. Update on Taste for the Troops

Recommendation

Hear update.

8. Review of Committee Positions and Tasks

Recommendation

Review.

9. Discuss and Approve Items #1-4

1. Designate a Subcommittee to manage/oversee the Sea Country Festival

- a. Authorize the subcommittee to perform all functions necessary to coordinate with 1-4 Marines, develop a work schedule and coordinate with Parks and Rec and the OCHCA

2. Approve the plan of 2 booths - 1 Information and 1 fundraising

3. Approve the submission of applications for 2 booths

- a. 1 is Free (as a City Committee), the other is \$225 (non-profit rate- includes Tent, table 2 chairs) for use by Handel's
 - b. Approve the Funds for \$225 for booth fees to be paid to the City
4. **Next Update:** At July meeting with a status report

Recommendation

Discuss and approve.

10. Committee Reports

Recommendation

Hear reports.

ADJOURNMENT

LAGUNA NIGUEL MILITARY SUPPORT COMMITTEE

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

**Amy Betonte
Timothy Bowman
Melissa Caldwell
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, 1st Assault Helicopter Battalion,
140th Aviation Regiment**

Carole Allen, 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, POLICE SERVICES SECRETARY, hereby certify, under penalty of perjury, that I caused the posting of this agenda by 12:00 p.m. on Friday, June 17, 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
Balance Sheet Summary (Unaudited)
As of April 30, 2022

	<u>Apr 30, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
10100 · US Bank Checking	
10110 · Unrestricted Amounts	45,347.60
10120 · Temporarily Restricted Amounts	
10125 · 1-4 Marines	3,842.14
10138 · Robert Ming Memorial	962.93
Total 10120 · Temporarily Restricted Amo...	<u>4,805.07</u>
Total 10100 · US Bank Checking	50,152.67
10310 · PayPal New	
10315 · PayPal New Unrestricted	655.89
10320 · Temporarily Restricted PayPal	
10329 · Robert Ming Memorial PayPal	4,201.30
Total 10320 · Temporarily Restricted PayPal	<u>4,201.30</u>
Total 10310 · PayPal New	4,857.19
Total Checking/Savings	55,009.86
Other Current Assets	
12000 · *Undeposited Funds	30.00
Total Other Current Assets	<u>30.00</u>
Total Current Assets	55,039.86
TOTAL ASSETS	<u>55,039.86</u>
LIABILITIES & EQUITY	
Equity	
30200 · Available for Operations	22,686.88
30400 · Operating Reserve	15,000.00
31000 · Temp. Restricted Net Assets	
31110 · Use Restricted-1/4 Marines	5,149.56
Total 31000 · Temp. Restricted Net Assets	5,149.56
Net Income	12,203.42
Total Equity	<u>55,039.86</u>
TOTAL LIABILITIES & EQUITY	<u>55,039.86</u>

Laguna Niguel Military Support Foundation
Income & Expense--Month Summary 2022 (unaudited)
January through December 2022

	<u>Apr 22</u>
Ordinary Income/Expense	
Income	
40000 · Direct Public Support	730.00
Total Income	<u>730.00</u>
Gross Profit	730.00
Expense	
60000 · Program Expenses	1,078.90
70000 · Management & Admininstrat...	1,224.07
Total Expense	<u>2,302.97</u>
Net Ordinary Income	-1,572.97
Net Income	<u><u>-1,572.97</u></u>

Laguna Niguel Military Support Foundation
Income & Expense Detail (Unaudited), 1-4 Marines
January through April 2022

Date	Num	Name	Memo	Paid Amou...
Ordinary Income/Expense				
Income				
	40000	Direct Public Support		
	40010	Individual, Small Bus Contribs		
01/18/2022		One Shield Security Services	1-4 Marines	700.00
		Total 40010 · Individual, Small Bus Contribs		700.00
		Total 40000 · Direct Public Support		700.00
Total Income				
Gross Profit				
Expense				
	60000	Program Expenses		
	61100	Supplies--Pgm Exp		
01/18/2022	15012	OCC Outdoors	1-4 Memorial Park Benches	7,313.38
03/11/2022		RMBQ INC	1-4 Marines - Town Hall Meeting	250.00
04/28/2022		ITC Enterprises, Inc.	1-4 Marines Mother's Day Brunch	1,000.00
04/28/2022		Debit ... United States Post Office	Postage for 1-4 Mother's Day Brunch Caterin...	8.95
		Total 61100 · Supplies--Pgm Exp		8,572.33
	62000	Facilities and Equipment		
	62100	Equipment Rental--Pgm Exp		
02/13/2022	00009...	Encore	Refund - Audio Visual Services Group - 2021...	-3,843.50
		Total 62100 · Equipment Rental--Pgm Exp		-3,843.50
		Total 62000 · Facilities and Equipment		-3,843.50
	63820	Credit Card Processing Fees		
	63824	Other Transaction Fees		
01/12/2022	17198...	Eventbrite	Refund of 1-4 Marine Birthday Ball Fees	-838.91
01/12/2022	17158...	Eventbrite	Refund of 1-4 Marine Birthday Ball Ticket Fees	-1,882.50
		Total 63824 · Other Transaction Fees		-2,721.41
		Total 63820 · Credit Card Processing Fees		-2,721.41
		Total 60000 · Program Expenses		2,007.42
Total Expense				
Net Ordinary Income				
Net Income				
				-1,307.42
				-1,307.42

**City Military Support
Committee Account**

Agenda Item No. 2



Laguna Niguel, CA

Detail vs Budget Report

Account Detail

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

Account	Post Date	Packet Number	Name	Source Transaction	Pmt Number	Description	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
100-01-5750			Military Support				0.00	4,000.00	0.00	2,079.22	2,079.22	1,920.78	48.02 %
	08/20/2021	APPKT00395	8/6/21 Luketich		9657	Military Support Committee			2667 - U.S. BANK NATIONAL ASSOCIATION				16.60
	08/20/2021	APPKT00397	8/6/21 Asuncion		9657	Military Support Committee			2667 - U.S. BANK NATIONAL ASSOCIATION				600.00
	10/26/2021	APPKT00416	10/6/21 Luketich		10070	Military Support Committee			2667 - U.S. BANK NATIONAL ASSOCIATION				350.98
	10/26/2021	APPKT00416	2109013		10028	Public Works maintenance for September 2021			VEN01217 - MCE CORPORATION				444.68
	11/24/2021	APPKT00424	11/8/21 Luketich		10258	Military Support Committee			2667 - U.S. BANK NATIONAL ASSOCIATION				13.98
	02/18/2022	APPKT00449	2/7/22 Luketich		10863	Military Support Committee			2667 - U.S. BANK NATIONAL ASSOCIATION				15.98
	03/23/2022	APPKT00460	3/7/22 Luketich		11105	Military Support Committee			2667 - U.S. BANK NATIONAL ASSOCIATION				16.48
	04/25/2022	APPKT00468	4/6/22 Luketich		11296	Military Support Committee			2667 - U.S. BANK NATIONAL ASSOCIATION				17.78
	05/20/2022	APPKT00475	30123		11509	Printing for Military Support Committee			1041 - SOLINK INC.				586.16
	05/24/2022	APPKT00477	5/6/22 Luketich		11525	Military support			2667 - U.S. BANK NATIONAL ASSOCIATION				16.58
Report Total:												48.02 %	
							0.00	4,000.00	0.00	2,079.22	2,079.22	1,920.78	48.02 %

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	2,079.22	2,079.22	1,920.78	48.02 %
Report Total:		0.00	4,000.00	0.00	2,079.22	2,079.22	1,920.78	48.02 %

Fund Summary

Fund	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
100 - GENERAL	0.00	4,000.00	0.00	2,079.22	2,079.22	1,920.78	48.02 %
Report Total:	0.00	4,000.00	0.00	2,079.22	2,079.22	1,920.78	48.02 %

**Minutes of the Regular Military Support
Committee Meeting on
May 23, 2022**

Agenda Item No. 3

**MINUTES OF THE
CITY OF LAGUNA NIGUEL
MILITARY SUPPORT COMMITTEE SPECIAL MEETING
May 23, 2022 – 12:00 p.m.**

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
Melissa Caldwell
Debra Garnreiter
Michael Gerard
Lynn Hoskins
John Humphrey
Frank McGrath
Bill Sundin (12:20, after items 1-3)
David Tuma
John Ulrich
Jeff von Waldburg

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

Absent: Elena Faita-Nguyen, James Glantz, Kathy Khalifa, Ed Struzik, David Weiss, Stephanie Winstead

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

INVOCATION – Committee Member McGrath

PLEDGE OF ALLEGIANCE – Committee Member Betonte

PRESENTATIONS – None.

PUBLIC COMMUNICATIONS – None.

CONSENT CALENDAR

Committee Member McGrath pulled Item No. 1 for discussion.

A MOTION was made by Committee Member McGrath, seconded by Committee Member Caldwell, to approve Consent Calendar Items No. 2 and 3.

Motion carried 13-0-7, with Committee Members Faita-Nguyen, Jim Glantz, Kathy Khalifa, Ed Struzik, David Weiss and Stephanie being absent.

2. City Military Support Committee Account

Receive and file.

3. Minutes of the Military Support Committee Regular Meeting on April 18, 2022

Approved as written.

ITEMS PULLED FROM CONSENT CALENDAR

1. Foundation Financial Report

Committee Member McGrath inquired about the donation of funds to the Robert Ming Memorial. Bill Kelley stated that there are two line items under assets, one is a checking account and the other is a PayPal account, which have funds of approximately \$5,000.00. The board members of the Foundation wanted to set up a memorial fund in Robert Ming's name. Co-Chair Rains wanted to clarify that the Military Support Committee and the Military Support Foundation are two separate entities.

A MOTION was made by Committee Member McGrath, seconded by Committee Member Caldwell, to approve Consent Calendar Item #1.

Motion carried 13-0-7, with Committee Members Faita-Nguyen, Glantz, Khalifa, Struzik, Weiss and Winstead being absent.

DISCUSSION ITEMS

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

Sebrina King, 1st Battalion, 4th Marines stated that the troops have returned from their training exercise. The Beach Bash Luau will be on June 3rd at Camp Pendleton on Del Mar Beach. It will be from 12:00 p.m. – 4:00 p.m. and the Military Support Committee is invited. The Mother's Day Event also went very well. Family Day is coming up and Sebrina will get a list of names together for the July 4th Fun Run. In August, there will be a Back-to-School Giveaway. Sebrina would like to have a meeting with Committee Member McGrath to go over the car wash, on September 10th. October 7th will be the Birthday Ball at the Paris Hotel and a flyer will be sent out soon. They will also be having a Trunk or Treat event in October. The barracks renovation project turned out amazing and she will send pictures.

Committee Member McGrath reviewed the status of the USS Stockdale. Tabby Jones was unable to attend the meeting because she is spending time with her

family. The Change of Command was on May 2nd and Commander Booher received a Proclamation from the City Council. He presented a gift, from the Commander, to the entire Military Support Committee. Co-Chair Rains read the card given by Commander Booher. The roller skating party is still scheduled for June 11th and the anticipated arrival of the USS Stockdale will be towards the end of June.

Committee Member Bowman stated that 1st Lieutenant Rompel was unable to make the meeting due to the rescheduling of the meeting. The change of command was May 21st and Lt. Col. Jonkey now has a new assignment and will be Col. soon. The new Command Sergeant Major is Canado and the new Battalion Commander is Lt. Col. Kappelman. They will be conducting their annual training in June at Camp Roberts and will be there for a few weeks. They are very interested in helping with the car wash and the Sea Country Festival.

2. Discuss Sea Country Festival Ideas/Activities/Guidelines/Participation

Committee Member Betonte stated that Committee Member Struzik will have more details at the next meeting. Committee Member McGrath reviewed the procedures from the past carnival. Co-Chair Rains asked Deputy City Manager, Justin Martin, if there was a deadline to have paperwork turned in by for the Festival. Justin stated that, as of now, there wasn't a set deadline.

A MOTION was made by Committee Member McGrath, seconded by Committee Member Caldwell, to receive and file.

Motion carried 14-0-6, with Committee Members Faita-Nguyen, Glantz, Khalifa, Struzik, Weiss and Winstead being absent.

3. Discuss and Approve Reimbursement Form for the Military Units to Travel to the Military Support Committee Meetings

Committee McGrath reviewed the proposed reimbursement form. Co-Chair Sharma suggested adding "receipt included" as a line item. Justin Martin, Deputy City Manager stated that the reimbursement would need to be added as an agenda item and the city provides mileage of \$.585 cents per mile. Co-Chair Rains said the item will be added to the agenda on a quarterly basis. Co-Chair Rains asked Committee Member McGrath to coordinate with Justin Martin, Deputy City Manager to come up with a form that is within the city's guidelines.

A MOTION was made by Committee Member McGrath, seconded by Committee Member Betonte, to use the city's mileage rate.

Motion carried 14-0-6, with Committee Members Faita-Nguyen, Glantz, Khalifa, Struzik, Weiss and Winstead being absent.

4. Discuss New Dates for the Baby Care Package Drive at Walmart

Committee Member Garnreiter has new sign-up sheets for the new dates of June 25th & 26th from 10:00 a.m. – 4:00 p.m. Committee Member Hoskins will be creating an updated flyer for the event.

A MOTION was made by Committee Member Tuma, seconded by Committee Member Humphrey, to approve the new dates of June 25th & 26th.

Motion carried 14-0-6, with Committee Members Faita-Nguyen, Glantz, Khalifa, Struzik, Weiss and Winstead being absent.

5. Discuss and Approve Date/Location for Major Fundraiser: October 20, 2022- Laguna Niguel Community Center

Committee Member Betonte has a tentative date of October 20, 2022 at the Laguna Niguel Community Center for the major fundraiser. There is no cost for having the event at this location. The room is being reserved from 2:00 p.m. – 11:30 p.m.

A MOTION was made by Committee Member Ulrich, seconded by Committee Member Tuma, to approve the date of October 20, 2022 from 2:00 p.m.-11:30 p.m. at the Laguna Niguel Community Center.

Motion carried 14-0-6, with Committee Members Faita-Nguyen, Glantz, Khalifa, Struzik, Weiss and Winstead being absent.

6. Discuss and Approve Major Fundraiser Website Domain Name

Committee Member Gerard has locked up domain name on Go Daddy and the sites are TastefortheTroops.com and TastefortheTroops.org. He suggests using Eventbrite for incoming funds for this event.

A MOTION was made by Committee Member Gerard, seconded by Committee Member Sundin, to approve the major fundraiser sites of TastefortheTroops.com and TastefortheTroops.org and to reimburse Committee Member Gerard for cost of domain name and use Eventbrite for source of selling tickets for the event.

Motion carried 14-0-6, with Committee Members Faita-Nguyen, Glantz, Khalifa, Struzik, Weiss and Winstead being absent.

7. Hear Update on Status of Restaurants, to Date, for Major Fundraiser

Committee Member Betonte has eight restaurants to date (Good Choice Sushi, Thrive, Starfish, Handels, Knolls, Beach Fire, Taste of Greece and A's Burgers) and are looking to have at least 24, but preferably 36 restaurants, for the event. She requested help from committee members to secure at least two restaurants each. Committee Member McGrath asked if there was a summary that members could use when contacting restaurants. Committee Member Betonte has a letter available for members to use when calling. Co-Chair Rains asked Committee Member Betonte to send the letter to Tamberlyn for distribution to the members.

Committee Member Betonte also has a spreadsheet of 160 restaurants available as a google working document. Co-Chair Rains asked Committee Member Betonte to send this to Tamberlyn to forward to all the committee members. Co-Chair Rains asked, for the next meeting, to have a list of sub-committee positions for this sub-committee.

8. Discuss and Approve Various Roles by the Military Support Committee Members for Major Fundraiser

Discussed under items 5, 6 & 7.

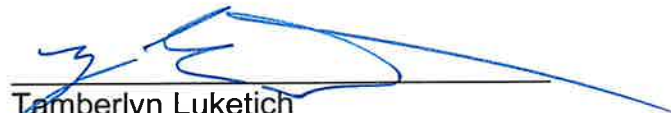
9. Committee Reports

Committee Member Tuma stated that the July 4th Fun Run is going to be a 5K this year.

ADJOURNMENT

There being no further business before the Committee, Co-Chair Rains adjourned the meeting at 1:07 p.m. to the Regular Military Support Committee meeting to be held on June 20, 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

Review of Mileage Reimbursement form

Agenda Item No. 2

**City of Laguna Niguel
Military Support Committee
Mileage Reimbursement**

Vehicle Transportation

The most economical mode of transportation reasonably consistent with scheduling needs of the official and the most direct and time-efficient route must be used.

Automobile mileage is reimbursable at the Internal Revenue Service rates in effect at the time that the expense is incurred. These rates are designed to compensate the driver for gasoline, insurance, maintenance, and other expenses associated with operating the vehicle. This amount does not include bridge and road tolls, though these are reimbursable.

Mileage Expense Reimbursement & Report

An expense report must be submitted for mileage reimbursement. All expense reports must be submitted within 120 days of the claimed expenses being incurred. A printed mileage map must be included with the expense report.

**Discuss and Approve Using Gift Cards for Silent
Auction Items for Taste for the Troops**

Agenda Item No. 6

Taco Bell	\$25	1	\$	25		
Target	\$30	5	\$	150		
	\$25	8	\$	200		
C	\$25	1	\$	25		
	\$20	1	\$	20		
C	\$20	3	\$	60		
	\$15	7	\$	105		
Trader Joe's	\$50	1	\$	50		
	\$20	1	\$	20		
Urban Outfitters	\$40	2	\$	80		
VISA	\$50	7	\$	350	-1	
	\$25	19	\$	475	-2	
	Subtotal:		\$	2,435	\$ (300)	

Discuss and Approve Items # 1-4

Agenda Item No. 9

Agenda for MSC Meeting 6/20/22 Regarding the Sea Country

Information:

Report on the Sea Country Festival. Event is being held August 26-28th.

Aug 26th 5:00- 10:00 PM

Aug 27th 12:00- 10:00 PM

Aug 28th 12:00 - 9:00 PM

Location:

The Sea Country Festival will be located on Dorine and El Lazo, in between the Laguna Niguel Design Center and the Chet Holifield Federal Building.

Purpose:

Represent the Military Support Committee at the Sea Country Festival and support Military personnel that attend by 1) Raising community awareness of the mission of the Military Support Committee; 2) Advertise and recruit volunteers to assist in the upcoming "Taste for the Troops" in October; and 3) Raise funds for the Military Support Committee Foundation.

Event Description: MSC will have 2 booths at the Sea Country Festival.

1. An informational Booth dedicated to information, awareness and advertising. In addition we are requesting that the 1-4 Marines provide volunteers for camouflage face painting. Senior members of units will be acknowledged by City Officials.
 - a. Need: Fliers for the MSC in general
 - b. Fliers for the "Taste for the Troops"
 - c. Liaison and volunteers from 1-4 Marines to provide camo face painting and Marine/troop display; eg. Pullup bar, K-Pots, Packs, etc.
 - d. MSC Personnel to staff the booth, assist the 1-4 as required and ensure logistics (entry, exit etc.)

2. A booth dedicated to fundraising.
 - a. An agreement has been reached with Handel's Ice Cream, whereby they will provide ice cream at their standard carnival costs (TBD) as well as provide a "Patriotic Flavor" for a higher price. In return the MSC receives 20% of all revenue is donated to the Military Support Committee.

- b. MSC Will provide (pay) for the booth space.
- c. MSC will assist Handel's as required with logistics prior to the Festival
 - i. Parks and Receptions
 - ii. Orange County Health Care Agency (OCHCA)
- d. MSC will provide liaison and logistics support to Handel's during the festival
 - i. Entrance
 - ii. Exit
 - iii. Validate receipts

ACTIONS: (Recommend APPROVAL)

- 1. Designate a Subcommittee to manage/oversee the Sea Country Festival**
 - a. Authorize the subcommittee to perform all functions necessary to coordinate with 1-4 Marines, develop a work schedule and coordinate with Parks and Rec and the OCHCA
- 2. Approve the plan of 2 booths - 1 Information and 1 fundraising**
- 3. Approve the submission of applications for 2 booths**
 - a. 1 is Free (as a City Committee), the other is \$225 (non-profit rate- includes Tent, table 2 chairs) for use by Handel's
 - b. Approve the Funds for \$225 for booth fees to be paid to the City
- 4. Next Update: At July meeting with a status report**