



# Laguna Niguel Military Support Committee AGENDA

REGULAR MEETING OF  
July 9, 2018 - 12:00 p.m.

COUNCIL CHAMBERS  
LAGUNA NIGUEL CITY HALL

30111 Crown Valley Parkway  
Laguna Niguel, California 92677

*WELCOME TO YOUR MILITARY SUPPORT COMMITTEE MEETING!*

*Regular meetings are held on the second Monday of each month at 12:00 p.m. in the Council Chambers of City Hall, 30111 Crown Valley Parkway, Laguna Niguel, California 92677, (except in January and February when they are held on the fourth Monday of the month).*

*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 that is located in the reception area on the second 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 AND ROLL CALL**

**INVOCATION – Committee Member John Humphrey**

**PLEDGE OF ALLEGIANCE – Committee Member Mike Pouraryan**

**PRESENTATIONS**

**PUBLIC COMMUNICATIONS**

**DISCUSSION ITEMS**

**1. Foundation Financial Report**

**Recommendation**

Receive and file report.

**2. Minutes of the Special Military Support Committee Meeting on June 11, 2018**

**Recommendation**

Approve as written or amended.

**3. 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.

**4. Selection of Date for the Veterans Day Ceremony Sunday, November 11, 2018 or Monday November 12, 2018**

**Recommendation**

Select a date for the Veterans Day Ceremony.

**5. Update on the 2018 Major Fundraiser Sub-Committee Report - "Tribute to our Military"**

**Recommendation**

Hear Update.

**6. Recap on July 4<sup>th</sup> Activities**

**Recommendation**

Hear report.

**7. Update on the USS Stockdale Family Day Cruise to be held August 2, 2018**

**Recommendation**

Hear update.

**8. Update on Car Wash for 1<sup>st</sup> Battalion, 4<sup>th</sup> Marines to be held August 18, 2018**

**Recommendation**

Hear update.

**9. Committee Reports**

**Recommendation**

Hear reports.

**ADJOURNMENT**

**LAGUNA NIGUEL MILITARY SUPPORT COMMITTEE**

**Mayor Elaine Gennawey – Co-Chair  
Council Member Laurie Davies – Co-Chair**

**Daniel Abrams  
Carole Allen  
Carl David  
Rich Encinas  
Debra Garnreiter  
John Humphrey  
Bill Kelley  
Kathy Khalifa  
Brud LeTourneau**

**Frank McGrath  
Dave Mellon  
Dennis Mulvaney  
Mike Pouraryan  
Maynard Rains  
Bev Resh  
David Tuma  
John Ulrich**

**Sebrina King, First Battalion, Fourth Marines  
CMDCN (SW) Jared Mueller, USS Stockdale  
Lt. Colonel Aaron Schilleci, 1<sup>st</sup> Assault Helicopter Battalion,  
140<sup>th</sup> Aviation Regiment**

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

*Americans with Disabilities Act - In compliance with the Americans with Disabilities Act, if you are an individual who requires accommodations to participate in this meeting, please contact the City Clerk's Office at (949) 362-4300. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility.*

*The Council Chambers is wheelchair accessible and disabled parking is available in the City Hall parking lot. Assisted Listening is available in the Council Chambers. To arrange for use of a personal listening device, please contact the City Clerk prior to the meeting.*

**AFFIDAVIT OF POSTING**

COUNTY OF ORANGE)  
CITY OF LAGUNA NIGUEL)

I, JUANA I. LAUR, DEPUTY CITY CLERK, hereby certify, under penalty of perjury, that I caused the posting of this agenda by 12:00 p.m. on Friday, July 6, 2018, 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:   
Juana I. Laur, MMC, Deputy City Clerk

# **Foundation Financial Report**

**Agenda Item No. 1**

8:06 AM  
06/05/18  
Cash Basis

Laguna Niguel Military Support Foundation  
Income & Expense--Month Summary 2018 (unaudited)  
May 2018

	<u>May 18</u>
Ordinary Income/Expense	
Income	
40000 · Direct Public Support	
40010 · Individ, Small Bus Contribs	25.00
Total 40000 · Direct Public Support	25.00
Total Income	25.00
Gross Profit	25.00
Expense	
60000 · Program Expenses	
61100 · Supplies--Pgm Exp	2,500.00
62000 · Facilities and Equipment	
62100 · Equipment Rental--Pgm Exp	700.00
Total 62000 · Facilities and Equipment	700.00
63100 · Transportation--Pgm Exp	
63110 · Family Emergency	1,600.00
Total 63100 · Transportation--Pgm Exp	1,600.00
63820 · Credit Card Processing Fees	
63822 · Monthly Fee	19.95
Total 63820 · Credit Card Processing Fees	19.95
64100 · Contract & Prof Services--PE	
64120 · Internet/Website--Pgm Exp	59.75
Total 64100 · Contract & Prof Services--PE	59.75
Total 60000 · Program Expenses	4,879.70
70000 · Management & Administration	
70900 · Business Expenses	
70920 · Business & Charity Registration	25.00
70950 · Taxes--Calif. Franchise Tax	10.00
Total 70900 · Business Expenses	35.00
72100 · Contract & Prof Services--M&A	
72110 · Accounting Fees	230.00
Total 72100 · Contract & Prof Services--M&A	230.00
72500 · Credit Card Processing (Non-Pgm)	
72510 · Transaction Fee (Non-Pgm)	19.95
Total 72500 · Credit Card Processing (Non-Pgm)	19.95
Total 70000 · Management & Administration	284.95
Total Expense	5,164.65
Net Ordinary Income	-5,139.65
Net Income	-5,139.65

8:02 AM  
06/05/18  
Cash Basis

Laguna Niguel Military Support Foundation  
Balance Sheet (Unaudited)  
As of May 31, 2018

	<u>May 31, 18</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10100 · US Bank Checking	
10110 · Unrestricted Amounts	30,016.95
10120 · Temporarily Restricted Amounts	
10125 · 1-4 Marines	-1,524.20
10130 · USS Stockdale/McClusky	-4,664.00
10132 · 1-140 Army Aviation Air Assault	-40.56
10135 · Golf Tournament	-129.23
<b>Total 10120 · Temporarily Restricted Amounts</b>	<u>-6,357.99</u>
<b>Total 10100 · US Bank Checking</b>	23,658.96
10300 · PayPal Account	19,024.64
<b>Total Checking/Savings</b>	<u>42,683.60</u>
<b>Other Current Assets</b>	
12000 · *Undeposited Funds	25.00
<b>Total Other Current Assets</b>	<u>25.00</u>
<b>Total Current Assets</b>	<u>42,708.60</u>
<b>TOTAL ASSETS</b>	<b><u>42,708.60</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
30000 · Unrestricted Net Assets	3,484.76
39999 · Opening Balance Equity	49,265.88
Net Income	-10,042.04
<b>Total Equity</b>	<u>42,708.60</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>42,708.60</u></b>

5:08 PM

06/27/18

Cash Basis

**Laguna Niguel Military Support Foundation**  
**Income & Expense Detail, 1-140 Army Aviation**  
 May 2018

Date	Memo	Class	Original Amount	Paid Amount	Balance
<b>Ordinary Income/Expense</b>					
<b>Expense</b>					
60000 · Program Expenses					
63100 · Transportation--Pgm Exp					
63110 · Family Emergency					
05/04/2018	Emergency Childcare	Service Member Support:1-140 Army Aviation	500.00	500.00	500.00
	Total 63110 · Family Emergency			500.00	500.00
	Total 63100 · Transportation--Pgm Exp			500.00	500.00
	Total 60000 · Program Expenses			500.00	500.00
	Total Expense			500.00	500.00
	Net Ordinary Income			-500.00	-500.00
	<b>Net Income</b>			<b>-500.00</b>	<b>-500.00</b>



**Minutes of the Special Military Support  
Committee Meeting on  
June 11, 2018**

**Agenda Item No. 2**

**MINUTES OF THE SPECIAL MEETING OF  
THE CITY OF LAGUNA NIGUEL  
MILITARY SUPPORT COMMITTEE  
June 11, 2018 – 10:00 a.m.**

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**CALL TO ORDER**

The meeting was called to order at 10:00 a.m. by Co-Chair Davies

**ROLL CALL**

**Present:** Co-Chair Davies  
Dan Abrams  
Carole Allen  
Rich Encinas  
Debra Garnreiter  
John Humphrey  
Frank McGrath  
Dave Mellon  
Dennis Mulvaney  
Mike Pouraryan  
Maynard Rains  
Bev Resh (left at 11:00 a.m.)  
David Tuma

Sebrina King – First Battalion, Fourth Marines Representative  
Master Chief Jared Mueller, USS Stockdale  
Lt. Col. Aaron Schillechi, 1<sup>st</sup> Assault Helicopter Battalion,  
140<sup>th</sup> Aviation Regiment

**Absent:** Co-Chair Gennawey  
Carl David  
Bill Kelley  
Kathy Khalifa  
Brud LeTourneau  
John Ulrich

**City Staff:** Juana Laur, Deputy City Clerk  
Liz Fraijo, Administrative Secretary

**INVOCATION** - Co-Chair Davies gave the invocation.

**PLEDGE OF ALLEGIANCE** - Committee Member Bev Resh led the flag salute.

**PRESENTATIONS** - None

**PUBLIC COMMUNICATIONS** - None

**DISCUSSION ITEMS**

**1. Foundation Financial Report**

Co-Chair Davis commented on the Military Support Foundation Financial Report dated April 2018 showing \$47,848.25 in assets.

A Motion was made by Committee Member Pouraryan and seconded by Committee Member Resh, to receive and file the Military Support Foundation Financial Report of April 2018.

**The Motion passed 13-0-0.**

**2. Update on City Military Support Committee Account**

Deputy City Clerk Laur submitted the May report setting out the expenses incurred during May 2018 and the funds available for the Military Support Committee in the City Account 01/5750.

**3. Minutes of the Regular Military Support Committee Meeting on May 14, 2018**

A Motion was made by Committee Member Allen and seconded by Committee Member Resh to approve the Minutes of the May 14, 2018 Military Support Committee meeting as written.

**The Motion passed 13-0-0.**

**4. 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**

1/4 Representative King provided an update on the activities of the 1st Battalion, 4<sup>th</sup> Marines Unit as they prepare for deployment sometime in November. She stated the 1/4 Commanding Officer is available and wanting to participate in community events and asked that she be notified of any upcoming events. She added the Sargent Major may also be attending future MSC meetings with her. She stated she is looking into the holiday party schedule and will coordinate it with Committee Member Encinas. She stated

the Marine Ball will be held on October 5, 2018 at the Omni Resort in Carlsbad and information will be available soon and she will send it to the Deputy City Clerk Laur for distribution to MSC members.

Master Chief Jared Mueller of the USS Stockdale updated the MSC on the recent activities of the crew. He reported on the successful family day event on June 8<sup>th</sup> held in Mission Bay. He stated the Family Day Cruise is still scheduled for August 2, 2018 and he will provide a flyer for distribution to the MSC members with information on the event to Deputy City Clerk Laur. He stated the ship will be gone in August. He stated the new Ombudsman, Savanna Miller, will be attending the next meeting. Master Chief Mueller presented the MSC with a paddle in appreciation for all the Committee and City does for the crew of the USS Stockdale. MC Mueller stated that the new squadron commander was formerly the commanding officer of the US McClusky. He stated the car wash on June 9<sup>th</sup> was a big success.

Lt. Col. Aaron Schillechi, 1<sup>st</sup> Assault Helicopter Battalion, 140th Aviation Regiment, updated the MSC on the activities of the Battalion. He stated Captain Summerall was recognized by the Secretary of the Army and was awarded with the prestigious General Douglas MacArthur Leadership Award. He stated they are working on building their communication abilities and that he would like to work with the city emergency coordinator on possible natural disaster drills and work with the tactical communications team. He stated they are working with the MSC sub-committee on setting up a car wash. He discussed the "Army Vision" and getting back to basics with the army. He stated the Change of Command will take place on October 14<sup>th</sup> and that he will be leaving to attend senior service college but that he will be available between now and then to attend any events the city would like his participation in.

**5. Discussion of Sponsorship of the 1<sup>st</sup> Battalion, 4<sup>th</sup> Marines Family Day Late Billing/Cost Overrun**

A Motion was made by Committee Member Pouraryan and seconded by Committee Member Abrams to approve the reimbursement to Committee Member Melon of \$75.00 that he paid for the rental of an additional generator at the 1/4 Family Day held on May 9, 2018.

**The Motion passed 13-0-0.**

**6. Request for Use of \$850 Shirt Fundraiser Revenue Towards the 1<sup>st</sup> Battalion, 4<sup>th</sup> Marines Ball Fund Account**

A Motion was made by Committee Member Resh and seconded by Committee Member Encinas to approve the use of \$850.00 monies raised from t-shirt sales toward the 1<sup>st</sup> Battalion, 4<sup>th</sup> Marines Ball.

**The Motion passed 13-0-0.**

**7. Filling of Vacancy on the 2018 Major Fundraiser Sub-Committee**

A Motion was made by Committee Member Pouraryan and seconded by Committee Member Resh to appoint Committee Member McGrath to serve on the 2018 Major Fund Raiser Sub-Committee.

**The Motion passed 13-0-0.**

**8. Discussion on Updating and Purchasing Banners for 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**

Committee Member Encinas stated he and Committee Member Resh inventoried the current banners and discussed their condition. He stated they recommend that the car wash banners be replaced with five new 4' x 10' banners at a cost of approximately \$122.00 each. He further stated they recommend that new banners be purchased for the Toy Drives and Baby Gift Drives at a cost of \$75.00 each.

A Motion was made by Committee Member Encinas and seconded by Committee Member McGrath to approve the purchase of (8) new banners in an amount not to exceed \$800.00 to be paid for by the City.

**The Motion passed 13-0-0.**

**9. Recap on the USS Stockdale Car Wash held June 9, 2018.**

Committee Member McGrath updated the Committee on the car wash held on June 9, 2018, stating the event was a big success and grossed approximately \$3,000. There was great support from the USS Stockdale crew and their families and it was truly a community event. He commented on the generosity of the various vendors in the City who contributed food to the event, including the ARCO station that contributed the ice for the day.

Committee Member Abrams commented on the event and stated it is a community event and asked that at the next car wash other city officials and city council be invited to attend. Co-Chair Davies states she would be sure to announce the next car wash at the city council meeting.

**10. 2018 Major Fundraiser Sub-Committee Report - "Tribute to our Military" Fundraising Event Details and Preliminary Budget**

Committee Member Abrams updated the MSC on the 2018 Major Fundraising event scheduled for October 27, 2018 and commented on the preliminary budget. He provided additional details on the event that would include a dinner at El Niguel Country Club, a possible casino night, a DJ and dancing, and a silent and live auction. He commented on the sponsorships that would be available and requested that the other MSC members assist in securing those sponsors to help meet the goal of the event which is to net \$30,000 for the Military Support Foundation. Discussion continued about possible speakers, details of the preliminary budget, setting a minimum number of tickets each MSC member would be asked to sell, and the fact that all MSC members need to be involved to make the event a success. Co-Chair Davies stated she would contact developers in the city for possible sponsorships.

Discussion ensued about having a table to sell tickets to the fundraiser at the Concerts in the Park and the Fourth of July event.

A Motion was made by Committee Member Encinas and seconded by Committee Member Allen to approve the "Tribute to our Military" Fundraising Event as the 2018 Major Fundraiser for the Military Support Committee.

**The Motion passed 13-0-0.**

**11. Update on July 4<sup>th</sup> Activities**

Administrative Secretary Fraijo stated that a booth has been secured for the MSC to use on the 4<sup>th</sup> of July with a table and two chairs. She stated it is the responsibility of the MSC members to get the MSC canopy to and from the event and if they would like an extra table and chairs, the committee would need to make arrangements for that.

Committee Member McGrath stated he was informed by Committee Member Ulrich that the MSC has 10 free entries from the YMCA to be used by the military and their families and he will be sending a detailed email to the units with further information.

Committee Member Encinas stated the ALR has a table at the event that could be shared to use to promote the 2018 Fundraiser. They will be selling tickets to a luncheon on July 15<sup>th</sup> in Dana Point Harbor the proceeds of which will be donated to the Laguna Niguel Military Support Foundation.

Discussion ensued about reimbursing committee members for costs incurred for various events and adding a link on the MSC website for donations along

with a button specifically for the 1<sup>st</sup> Assault Helicopter Battalion, 140<sup>th</sup> Aviation Regiment. Deputy City Clerk Laur stated she would look into it and report back.

**12. Update on Car Wash for 1<sup>st</sup> Battalion, 4<sup>th</sup> Marines to be held August 18, 2018**

Committee Member McGrath stated all arrangements have been made for the 1/4 Car Wash on August 18<sup>th</sup>. Deputy City Clerk Laur stated she would look into attending the event to handle the credit card donations.

Committee Member Encinas stated he felt the set-up for the car wash needs to be changed to funnel the attendees into an area where they are asked to support the 2018 Major Fundraising Event. Discussion ensued. Committee Member McGrath stated he will discuss it with the Car Wash Sub-Committee.

**13. Committee Reports**

Committee Member Melon commented on baby gifts given to an adopted baby for of the 1/4 Marines and his wife and how appreciative they were for the gifts. 1/4 Representative King provided further details.

Committee Member McGrath stated the USS Stockdale will be deployed over the holidays this year so they are tentatively planning to hold a pre-deployment event in October at Boomers in place of a Christmas party and would also have a holiday children's party at Funbelievable.

Committee Member Encinas stated baby gifts were handed out at the USS Stockdale Family Day event on June 8<sup>th</sup>.

Committee Member Mulvaney stated the last of the Girl Scout cookies will be delivered today to the USS Stockdale and would need assistance after the meeting.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 11:05 a.m.