



# Laguna Niguel Military Support Committee REGULAR AGENDA

**REGULAR MEETING OF  
July 17, 2023 - 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 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](http://www.cityoflagunaniguel.org)**

**CALL TO ORDER**

## ROLL CALL

INVOCATION – Committee Member Humphrey

PLEDGE OF ALLEGIANCE – Committee Member Flohr

PRESENTATIONS – Review of Sub-Committee Expenses, Purchase Limits, and Reimbursement Guidelines – Justin Martin, Assistant City Manager

## 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 Special Military Support Committee Meeting on June 26, 2023**

**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. **Major Fundraising Committee and Event Update**

**Recommendation**

Hear Update

3. **Discuss and Approve Consolidation of Several Event Subcommittees into the Major Fundraiser Committee. Proposed Major Fundraiser Subcommittee to be:**
  - a. **Mike Gerard – Co-Chair**
  - b. **Edward Struzik – Co-Chair**
  - c. **Frank McGrath**
  - d. **Jeff von Waldburg**
  - e. **Cheryl Flohr**
  - f. **Tim Bowman**

**Recommendation**

Discuss and approve.

4. **Discuss and Approve a Check Request for the Family Day Support for the 1<sup>st</sup> Battalion, 4<sup>th</sup> Marines, Not to Exceed \$3,000.00**

**Recommendation**

Discuss and approve a check request for the August 30<sup>th</sup> Family Day Support for the 1<sup>st</sup> Battalion, 4<sup>th</sup> Marines, not to exceed \$3,000.00.

5. **Sub-Committee Reports**

**Recommendation**

Hear reports from:

July 4<sup>th</sup> Celebration  
Baby Care Packages  
Care Packages  
Car Washes  
Holiday Parade – Report in September  
Holiday Toy Drive – Report in September  
Letter Writing  
Sea Country Festival  
Social Media  
Special Needs  
Veterans Day

6. **Chair Report**

**Recommendation**

Hear comments.

**ADJOURNMENT**

**LAGUNA NIGUEL MILITARY SUPPORT COMMITTEE**

**Mayor Pro Tem Stephanie Oddo – Liaison  
Chair Frank McGrath  
Vice Chair Melissa Caldwell**

**Janice Baker  
Ralph Boelter  
Timothy Bowman  
Melissa Crew  
Cheryl Flohr  
Michael Gerard  
John Humphrey**

**Christopher Kling  
Elizabeth Lovejoy  
Edward Struzik  
David Tuma  
John Ulrich  
Jeff von Waldburg**

**Sebrina King, First Battalion, Fourth Marines  
Command Master Chief Gomer Turiano, USS Stockdale  
LT Col Clark Theodore, 1<sup>st</sup> Assault Helicopter Battalion,  
140<sup>th</sup> Aviation Regiment**

**Ed Struzik, 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, July 14, 2023 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 May 31, 2023

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
10100 US Bank Checking	
10110 Unrestricted Amounts	81,122.99
10120 Temporarily Restricted Amounts	
10125 1-4 Marines	-3,729.50
10138 Robert Ming Memorial	5,164.23
<b>Total 10120 Temporarily Restricted Amounts</b>	<b>1,434.73</b>
<b>Total 10100 US Bank Checking</b>	<b>82,557.72</b>
10310 PayPal New	
10315 PayPal New Unrestricted	63.02
10320 Temporarily Restricted PayPal	
10322 1-4 Marines PayPal	0.89
<b>Total 10320 Temporarily Restricted PayPal</b>	<b>0.89</b>
<b>Total 10310 PayPal New</b>	<b>63.91</b>
10500 Gift Cards	670.00
<b>Total Bank Accounts</b>	<b>\$83,291.63</b>
<b>Total Current Assets</b>	<b>\$83,291.63</b>
<b>TOTAL ASSETS</b>	<b>\$83,291.63</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
<b>Total Liabilities</b>	
Equity	
30000 Retained Earnings	0.00
30200 Available for Operations	56,331.99
30400 Operating Reserve	15,000.00
31000 Temp. Restricted Net Assets	
31140 Use Restricted-Robert Ming Mem.	5,164.23
<b>Total 31000 Temp. Restricted Net Assets</b>	<b>5,164.23</b>
Net Revenue	6,795.41
<b>Total Equity</b>	<b>\$83,291.63</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$83,291.63</b>

# Laguna Niguel Military Support Foundation

## Income & Expense - Month Summary 2023 (Unaudited)

May 2023

	TOTAL
Revenue	
40000 Direct Public Support	
40010 Individ, Small Bus Contribs	1.00
<b>Total 40000 Direct Public Support</b>	<b>1.00</b>
<b>Total Revenue</b>	<b>\$1.00</b>
<b>GROSS PROFIT</b>	<b>\$1.00</b>
Expenditures	
60000 Program Expenses	
61100 Supplies--Pgm Exp	5,605.19
63820 Credit Card Processing Fees	
63823 Transaction Discount Fee	0.11
<b>Total 63820 Credit Card Processing Fees</b>	<b>0.11</b>
64100 Contract & Prof Services--PE	
64120 Internet/Website--Pgm Exp	50.00
<b>Total 64100 Contract &amp; Prof Services--PE</b>	<b>50.00</b>
<b>Total 60000 Program Expenses</b>	<b>5,655.30</b>
70000 Management & Administration	
72100 Contract & Prof Services--M&A	
72110 Accounting Fees	2,352.50
<b>Total 72100 Contract &amp; Prof Services--M&amp;A</b>	<b>2,352.50</b>
<b>Total 70000 Management &amp; Administration</b>	<b>2,352.50</b>
<b>Total Expenditures</b>	<b>\$8,007.80</b>
<b>NET OPERATING REVENUE</b>	<b>\$ -8,006.80</b>
<b>NET REVENUE</b>	<b>\$ -8,006.80</b>

# Laguna Niguel Military Support Foundation

## Profit and Loss Detail

January - May, 2023

DATE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
<b>Ordinary Revenue/Expenditures</b>				
<b>Revenue</b>				
40000		Direct Public Support		
40010		Individ, Small Bus Contribs		
01/01/2023	9	One Shield Security Services	1-4 Marines Donation	5,300.00
01/06/2023	8	Panda Express	Fundraiser Donation	99.85
01/27/2023	7	Panda Express	Fundraiser Donation	68.26
02/06/2023	12	One Shield Security Services	1-4 Marine Donation	500.00
04/14/2023	14	Panda Express	1-4 Marine Donation	42.35
04/30/2023	13	One Shield Security Services	1-4 Marine Donation	4,675.00
05/12/2023	18	Anonymous	1-4 Marine Car Wash	1.00
<b>Total for 40010 Individ, Small Bus Contribs</b>				<b>\$10,686.46</b>
<b>Total for 40000 Direct Public Support</b>				<b>\$10,686.46</b>
<b>Total for Revenue</b>				
<b>Expenditures</b>				
60000		Program Expenses		
61100		Supplies--Pgm Exp		
03/14/2023		MCCS 4501-61	Purchase of 1-4 Mar T-Shirt Inventory	1,568.00
03/15/2023		MCCS 4501-61	2022 Marine Ball Expenses	5,468.11
04/08/2023		King, Sebrina	1-4 Mar St Patrick's Day Social - Supplies	518.82
04/28/2023		King, Sebrina	1-4 Homecoming	1,467.68
04/28/2023		King, Sebrina	1-4 Spouses Great Gatsby Dinner	175.00
05/23/2023		MCCS 4501-61	1-4 Marines Ball Fundraiser	2,608.68
05/23/2023		MCCS 4501-61	1-4 Marines Ball Fundraiser	2,608.67
<b>Total for 61100 Supplies--Pgm Exp</b>				<b>\$14,414.96</b>
62000		Facilities and Equipment		
62100		Equipment Rental--Pgm Exp		
01/06/2023		Paris Hotel	USMC Bday Ball - AV Equip Rental - Encore Global	4,100.12
<b>Total for 62100 Equipment Rental--Pgm Exp</b>				<b>\$4,100.12</b>
<b>Total for 62000 Facilities and Equipment</b>				<b>\$4,100.12</b>



# Laguna Niguel Military Support Foundation

## Profit and Loss Detail

January - May, 2023

DATE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
	63820	Credit Card Processing Fees		
	63823	Transaction Discount Fee		
	05/12/2023		Zettle PayPal Fees	0.11
		<b>Total for 63823 Transaction Discount Fee</b>		<b>\$0.11</b>
		<b>Total for 63820 Credit Card Processing Fees</b>		<b>\$0.11</b>
		<b>Total for 60000 Program Expenses</b>		<b>\$18,515.19</b>
		<b>Total for Expenditures</b>		<b>\$18,515.19</b>
		<b>Net Revenue</b>		<b>\$ -7,828.73</b>

**City Military Support  
Committee Account**

**Agenda Item No. 2**



Laguna Niguel, CA

# Detail vs Budget Report

## Account Detail

Date Range: 07/01/2022 - 06/30/2023

Account	Post Date	Packet Number	Name	Source Transaction	Pmt Number	Description	Encumbrances	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
						Vendor					Project Account	Amount	
100-01-5750	07/08/2022	GLPKT01796	Military Support	JN06970		Various - Monies Provided by LN Military Support Foundation - Reimbursement for shirts (Marjorie S. McKernan - Inv 220516)	0.00	4,000.00	0.00	1,650.71	1,650.71	2,349.29	58.73%
	07/08/2022	GLPKT01796		JN06970		Various - Monies Provided by LN Military Support Foundation - Reimbursement for shirts embroidery (Beega's Boys - Inv 63300)							-86.20
	08/22/2022	APPKT00514		8/8/22 Luketich FY22-23	12248	Military support supplies							17.98
	08/22/2022	GLPKT01844		JN07136		Meissa Caldwell Trust - Reimbursement for shirt (Marjorie S. McKernan Inv 220816)							-40.02
	08/25/2022	APPKT00517		8/25/22	12133	Sea Country Festival wristbands for MSC							1,000.00
	08/29/2022	GLPKT01844		JN07149		Sea Country Festival wristbands for MSC - unspent funds							-640.00
	09/09/2022	APPKT00525		220816	12328	Shirts for Military Support Committee							40.02
	10/19/2022	GLPKT01945		JN07408		LN Military Support Foundation - Reimbursement for Sea Country Festival wristbands							-360.00
	10/25/2022	APPKT00536		10/16/22 Luketich	12668	Military support							365.00
	10/26/2022	GLPKT01955		JN07473		PPE 10/20/22 - Employee Expense Reimbursements							803.82
	11/01/2022	APPKT00541		10/20/2022 #1	12748	Services for 2022 Taste for the Troops							799.20
	11/01/2022	APPKT00541		20221020	12829	Services for 2022 Taste for the Troops							600.00
	11/15/2022	GLPKT01965		JN07492		LN Military Support Foundation - Reimbursement for 2022 Taste for the Troops (ZCM Entertainment, LLC Inv 20221020)							-600.00
	11/15/2022	GLPKT01965		JN07492		Military Support Foundation - Reimbursement for 2022 Taste for the Troops (PPE 10/20/22 EE Exp Reimb - Smart & Final)							-803.82
	11/15/2022	GLPKT01965		JN07492		LN Military Support Foundation - Reimbursement for 2022 Taste for the Troops (Janell Robinson Inv 10/20/2022 #1)							-799.20
	11/21/2022	APPKT00547		11/7/22 Luketich	12938	Military support							19.98
	11/22/2022	APPKT00549		30667	12927	Printing for Military Support							484.88
	12/12/2022	APPKT00554		1708	12982	Auction item for Taste for the Troops							245.00
	01/01/2023	APPKT00558		12/16/22 Howell	13180	Military Support							19.98

Detail vs Budget Report

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 - Continued				0.00	4,000.00	0.00	1,650.71	1,650.71	2,349.29	58.73%
	01/25/2023	APPKT00566	1/6/23 Gelfer	13366	Military support	2667 - U.S. BANK NATIONAL ASSOCIATION							242.36
	02/23/2023	APPKT00577	2/6/23 Luketich	13558	Military support	2667 - U.S. BANK NATIONAL ASSOCIATION							118.36
	03/08/2023	APPKT00582	230307	13616	Shirts for Military Support Committee	1809 - MARJORIE S. MCKERNAN							322.17
	03/09/2023	GLPKT02095	JN07922		Various - Monies Provided by LN Military Support Foundation - Reimbursement for shirts (Marjorie S. McKernan - Inv 230307)								-322.17
	06/20/2023	APPKT00615	6/6/23 Luketich	14467	Military support	2667 - U.S. BANK NATIONAL ASSOCIATION							385.00

Report Total: 0.00 4,000.00 0.00 1,650.71 2,349.29 58.73%

Detail vs Budget Report

Date Range: 07/01/2022 - 06/30/2023

# 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	1,650.71	1,650.71	2,349.29	58.73%
<b>Report Total:</b>		<b>0.00</b>	<b>4,000.00</b>	<b>0.00</b>	<b>1,650.71</b>	<b>1,650.71</b>	<b>2,349.29</b>	<b>58.73%</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	1,650.71	1,650.71	2,349.29	58.73%
<b>Report Total:</b>	<b>0.00</b>	<b>4,000.00</b>	<b>0.00</b>	<b>1,650.71</b>	<b>1,650.71</b>	<b>2,349.29</b>	<b>58.73%</b>

**Minutes of the Regular Military Support  
Committee Meeting on  
June 26, 2023**

**Agenda Item No. 3**

**MINUTES OF THE  
CITY OF LAGUNA NIGUEL  
MILITARY SUPPORT COMMITTEE SPECIAL MEETING  
JUNE 26, 2023 – 12:00 p.m.**

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**CALL TO ORDER** –Chair Oddo called the Special Meeting of the City of Laguna Niguel Military Support Committee to order at 12:01 p.m.

**ROLL CALL**

**Present:** Chair Oddo  
Ralph Boelter  
Tim Bowman  
Melissa Caldwell  
Melissa Crew  
Cheryl Flohr  
Michael Gerard  
John Humphrey  
Elizabeth Lovejoy  
Frank McGrath  
Ed Struzik  
David Tuma  
John Ulrich

Sebrina King, 1<sup>st</sup> Battalion, 4th Marines  
Command Master Chief, Gomer Turiano, USS Stockdale  
Carl David, Sherry Worel, Military Support Foundation

**Absent:** Janice Baker, Christopher Kling and Jeff von Waldburg

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

**INVOCATION** – Committee Member Struzik

**PLEDGE OF ALLEGIANCE** – Committee Member Lovejoy

**PRESENTATIONS** – None.

**PUBLIC COMMUNICATIONS** – None.

**CONSENT CALENDAR**

Committee Member McGrath pulled Item No. 1 for discussion.

**2. City Military Support Committee Account**



Receive and file.

**3. Minutes of the Military Support Committee Regular Meeting on April 17, 2023**

Approve as written.

**A MOTION** was made by Committee Member Caldwell, seconded by Committee Member Boelter, to approve the Consent Calendar Items 2 and 3.

**Motion carried 13-0-3**, with Committee Members Baker, Kling and von Waldburg being absent.

**ITEMS PULLED FROM CONSENT CALENDAR**

**1. Foundation Financial Report**

Committee Member McGrath inquired if the \$20,000 donation was from someone who wanted to remain anonymous. Committee Member Struzik stated that the donation was from an anonymous family foundation and will be moved to a money market account.

**A MOTION** was made by Committee Member McGrath, seconded by Committee Member Struzik, to approve the Consent Calendar Items 1.

**Motion carried 13-0-3**, with Committee Members Baker, Kling and von Waldburg 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**

Committee Member McGrath introduced the new Command Master Chief Gomer Turiano of the USS Stockdale. He was a Navy Corpsman and served with the marines in Afghanistan. Command Master Chief Turiano stated that the ship is finally out of the shipyard and are going through certification events now. There was also 46 sailors that have advanced to the next paygrade.

Sebrina King, 1<sup>st</sup> Battalion, 4<sup>th</sup> Marines stated that November 5<sup>th</sup> will be the date of the Marines Corps Ball. They will be in the field doing training for a few weeks to gear up for the next deployment. On July 13<sup>th</sup>, there will be an Italian Latin night to learn a few dances.

Committee Member Bowman reported on the 1<sup>st</sup> Assault Helicopter Battalion, 140<sup>th</sup> Aviation Regiment. He stated that Chair Oddo and himself went to the Change of Command for Lieutenant Colonel Clark Theodore on June 25<sup>th</sup>. Their annual training will be finishing today.

**2. Major Fundraising Committee and Event Update**

Committee Member Gerard stated that there was nothing to report.

**3. Discussion and Approval of the Laguna Niguel Military Support Committee Operational Guidelines Updates**

Chair Oddo reviewed the Military Support Operational Guidelines and discussed the language changes for the new structure of the committee. Special Needs will have a policy and procedure added to the Operational Guidelines. The city can accept gift cards on behalf of the Military Support Committee. The Military Support Foundation can not accept gift cards.

**A MOTION** was made by Committee Member Ulrich, seconded by Committee Member Flor, to approve the Laguna Niguel Military Support Committee Operational Guidelines updates.

**Motion carried 13-0-3**, with Committee Members Baker, Kling and von Waldburg being absent.

**4. Discuss and Approve the Charity Matterz Consulting Agreement for the Taste for the Troops Event on October 19, 2023**

Committee Member Gerard stated the vendor would only be taking commission from auction items only.

**A MOTION** was made by Committee Member Lovejoy, seconded by Committee Member Bowman, to approve the Charity Matterz Consulting Agreement for the Taste for the Troops Event on October 19, 2023.

**Motion carried 12-0-4**, with Committee Members Baker, Kling and von Waldburg being absent and Committee Member Struzik abstaining.

**5. Discuss and Approve a Check Request for Registrations to the YMCA 4<sup>th</sup> of July Run, Not to Exceed \$500.00**

**A MOTION** was made by Committee Member Ulrich, seconded by Committee Member Caldwell, to approve the check request for registrations to the YMCA 4<sup>th</sup> of July run, not to exceed \$500.00.

**Motion carried 13-0-3**, with Committee Members Baker, Kling and von Waldburg being absent.

**6. Discuss and Approve a Check Request for Car Wash Microfiber Towels, In the Amount of \$339.22**

**A MOTION** was made by Committee Member McGrath, seconded by Committee Member Tuma, to approve the check request for car wash microfiber towels, in the amount of \$339.22.

**Motion carried 13-0-3**, with Committee Members Baker, Kling and von Waldburg being absent.

## 7. Sub-Committee Reports

July 4<sup>th</sup> Celebration – Committee Member Tuma said all tables/chairs are confirmed as well as the letter writing table.

Baby Care Packages – Committee Member Caldwell stated that 8 baby bags are being given to the USS Stockdale. Large items will be needed for next year.

Care Packages – No report.

Car Washes – Committee Member McGrath stated that there were approximately 55 marines. The net revenue was \$5,272.00. Thanks to all the committee members who participated and past members. All the vendors will be sent thank you letters.

Holiday Parade – No report until September.

Holiday Toy Drive – No report until September.

Letter Writing – Committee Member Crew stated that the students at St. Annes's wrote 250 cards to be given to the military.

Sea Country – Committee Member Struzik stated there will be two booths and that Handel's Ice Cream will be donating 20% of proceeds to the Military Support Committee. They will be creating a special flavor for the event. He will send a sign up sheet to the members for shifts.

Social Media – Committee Member Gerard stated that Lynn Hoskins updated the flyer for the Taste for the Troops event.

Special Needs – No needs at this time.

Veterans Day – Nothing to report.

## 8. Election of Military Support Committee Chair and Vice Chair

Chair Oddo reviewed the procedure for nominations. Voting will be in the order nominations are received.

Committee Member Bowman nominated Committee Member McGrath for the position of Chair. No further nominations.

**Vote for Committee Member McGrath to be the Chair: 13-0-3**, with Committee Members Baker, Kling and von Waldburg being absent.

Chair McGrath nominated Committee Member Caldwell to be Vice Chair of the Committee. No further nominations.

**Vote for Committee Member Caldwell to be the Vice Chair: 13-0-3**, with Committee Members Baker, Kling and von Waldburg being absent.

## 9. Chair Report

Chair Oddo stated that operational procedures will be reviewed at the next meeting. Committee Member Struzik is a voting member and Chair Oddo suggested to the Military Support Foundation to have an ex-officio member attend the meetings.

Chair McGrath thanked Chair Oddo for her dedication to the Military Support Committee.

## **ADJOURNMENT**

There being no further business before the Committee, Chair Oddo adjourned the meeting at 12:56 p.m. to the Regular Military Support Committee meeting to be held on July 17, 2023 at 12:00 p.m. in the Community Room, located at 30111 Crown Valley Parkway, Laguna Niguel, CA 92677.

Respectfully submitted by:



Tamberlyn Luketish  
Secretary

**Discuss and Approve a Check Request for the  
Family Day Support for the 1<sup>st</sup> Battalion, 4<sup>th</sup>  
Marines, Not to Exceed \$3,000.00**

**Agenda Item No. 4**

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

EVENT/ACTIVITY INFORMATION	
Event Name:	<u>1/4 Family Day</u>
Description:	<u>Marines &amp; Family Beach Day</u>
Location:	<u>Del Mar Beach, Camp Pendleton</u>
Event Date:	<u>8/30/23</u> Date Funds Required By: <u>8/25/23</u>

Request Submitted by:	<u>Tim Bowman</u> Sub-Committee Co-Chair	<u>John Humphrey</u> Sub-Committee Co-Chair
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APPROVALS OBTAINED			
Command:	<input checked="" type="checkbox"/> 1-4 Battalion	<input type="checkbox"/> USS Stockdale	<input type="checkbox"/> None <input type="checkbox"/> N/A
Committee:	<input type="checkbox"/> Yes    If Yes, approval date: _____	<input type="checkbox"/> Not Obtained	

DESCRIPTION OF EXPENSE	UNIT(S) BENEFITED	AMOUNT \$
Catered Food for LUAU to supplement with other food & drinks	1/4	NTE \$3,000.00
Not to Exceed		
<b>Total Amount Requested</b>		NTE \$3,000.00

CHECK PAYABLE TO:	<u>TBD</u>		
STREET ADDRESS:	<u>1034 Eliot Street</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**:

Ed Struzik  
Treasurer, Laguna Niguel Military Support Foundation  
30111 Crown Valley Pkwy, Laguna Niguel, CA 92677  
Email: ed.struzik@gmail.com

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