



Veterans Memorial Buildings Advisory Committee

Meeting Minutes – August 5, 2025

Santa Rosa Veterans Memorial Building

Advisory Committee

Cloverdale – Terry Conway

Cotati – Brandon Stewart (absent)

Guerneville – Ken Holybee (absent)

Petaluma – Duane Wilson (absent)

Santa Rosa – Lou Nuñez (absent)

Sebastopol – Lewis Spengler

Sonoma – Terry Leen

UVC – Bob Safreno

Sebastopol Center for the Arts

Danny Foster – Facilities Manager (absent)

Guests

Sandy Paxton ALA 28

Ronda Ross-Leen – VFW AUX 1943 Sonoma

Brian Med – DAU 48

TJ Sexton – Sonoma County Vet Connect

County of Sonoma

Tammy Curtis – Department Analyst

Amanda Bouillercer – Veterans Liaison (absent)

Elena Avalos – SOA, substitute minute taker

James McBeth – Facility Manager

Kara Mack – Events Mgmt Supervisor

Johannes Hoevertsz – Director (absent)

Erich Buchold – Asst Bldg Supt (absent)

Michelle Ling – Deputy Director (absent)

Chris Collins – Admin Svcs Officer II (absent)

Sonoma County Fairgrounds

Stephanie Goodwin – Operations & Bldg Mgr

Matthew Daly – Fairgrounds COO (absent)

City of Cotati

Ashley Wilson – Recreation Manager

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Approval of Minutes

a. Correction: n/a

b. Motion to accept by Lewis, 2nd by Ken.

5. Public Comments/Questions

a. n/a

6. Old Business

a. Reminders for November meeting:

i. List of building improvements

Tammy: Bring projects and items you want added to the Capital projects for next fiscal year so it can be reviewed. Consider priorities for all buildings and in which order. Send out in Sonoma-hopefully you do same for your buildings for 25/26 budget year.

ii. Election of officers

No one. Terry again.

iii. 2026 meeting location selection

To have Santa Rosa Vets building always be kept as the main location

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- b. Update: Santa Rosa parking lot painting
Sandy Paxton: wanted to know about the striping in the parking area
Lou Nunez: There was a meeting a week ago
Kara Mack: After fair per Erich B.

7. Guest Speaker

- a. n/a

8. Correspondence

- a. n/a

9. Building Reports by Building Operator

- a. Public Infrastructure
 - i. Operational Budget (Tammy Curtis): FY 24/25 has wrapped up. Total Operating Expenditures were \$1,232,855. This does not include maintenance of \$494,000. FY 25/26 operating budget has been approved, \$1,331,288, it's very similar to this year.
 - ii. Guerneville: Kara – Still being used as a shelter. Capacity has been cut back on their beds for shelter. Pest control service with new company has been ordered for the kitchen, the basement and the closet in the club room. There have been a few work orders for the light bulb replacement in the restrooms, a clogged toilet and to check the hot water temp in the kitchen sink. Also working with the SAC crew on permanent removal of the ivy.
 - iii. Petaluma: Kara – Had the A-Z Foundation fundraiser recently and have been booked every weekend with birthday parties, weddings etc. We recently spray-painted the back fence in areas to cover up recently acquired graffiti. We are changing out the wheels on the equipment racks with non-marking wheels to try to curb the scuff marks, but it has been a tough go at that. The flags were just replaced with brand new flags. The Wi-Fi project for Petaluma is also due to start in September. I met with the new pest company in Petaluma, and we are on track to start inside service. We will be ordering new AED pads for this location as well.
 - iv. Sonoma: Kara – Summer camp with the children has concluded, they occupied the building for the month and a half. We have had the usual events like birthday parties, weddings etc., that have kept us busy during the weekends. For the back patio, the concrete company received their PO the end of last month and yesterday we received a revised quote from the landscape company including rock for the swale. That quote will be submitted for a purchase order. The Ballard lights have been purchased and received. Our hopes are to have the entire project begin within a few weeks. We tried to purchase new AED pads, but the provider site has been down, so looking to purchase those pads next week. The fire alarm panel was serviced last week, and the Ansel system will be serviced on Friday. The Wi-Fi project is still on track to begin in September. The new A/C system for the lounge, lobby, men and women's restrooms is fully functional and up and running. I met with the new pest company in Sonoma and we are on track to start inside service. Urinals have been replaced. Toilets in the back room behind the stage were replaced. The flush handles have been replaced in the men's restroom

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and five more still need to be replaced in the women's restroom. Sink handles are to be replaced too.

b. CITY OF COTATI

- i. Cotati: Ashley – Six Vet events and 15 non-vet events. Will be checking the AED pads. Placard signs have been mounted. Fire extinguishers were serviced. Work started on Memorial room. (Per James, structural is done, the rest is still in progress) Not cleared by building inspection, still need to paint parking lot.

c. SONOMA COUNTY FAIRGROUNDS

- i. Santa Rosa: Stephanie – 59 Vet Events, 111 non-typical. Since last meeting, new structural support, toilets got fixed, new handicap door, new drinking fountains that are wheelchair assessable.

d. SEBASTOPOL CENTER FOR THE ARTS

- i. Sebastopol: absent

e. AMERICAN LEGION POST #293

- i. Cloverdale: 36 Veteran Events/10 Paid events /10 community events. Needs some painting vets group working on. Mold in the main hall, light cover needed. Drinking fountains have been plugging occasionally, light fixture in main hall is missing its lens, gutters are rusty. Air scrubbers from fires are being stored at each building, in case of future need.
- ii. Per vets policy, community events are paid events (only veterans events are unpaid). Fee waivers can be requested from the Board of Supervisors.

10. Auditorium Reports by Veteran Representative

- a. Cloverdale: above
- b. Cotati: absent
- c. Guerneville: absent
- d. Petaluma: absent
- e. Santa Rosa: absent
- f. Sebastopol: Lewis – Jennifer is the new Project Manager and haven't met her and would like to meet her. Kitchen project is on hold until mid-December to accommodate two large events.
- g. Sonoma: Any update on the energy study? I haven't seen any results (James – that project was completed last year – will look for and pass along data).

11. Capital Projects Update

- a. Current Projects –
 - i. Stephanie – Call Lance at SPI about the paint for the front portion of the building. Will work in sections. The front of the building starts in August. Do we want to change the color?
 - ii. James – Paint 150K was lowest bid 600K
 - iii. Lou talked about color and maybe looking around the whole building to see what blue is the brightest on the building and choose that blue for the building and not the faded blue. Advantage to keep color to do section at a time. Lou is talking with Lance. James will talk with Project Manager.
 - iv. Industrial fans were placed in the Petaluma Vets building on the ceiling.

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12. New Business

- a. Request: Sebastopol service flags
- b. Request: Santa Rosa Club Room ice machine. Lou wants it either shared or removed.
- c. Terry would like the ice machine locked because people put items in it.

13. Good of the Order

- a. n/a

14. Motion to Adjourn – Bob, second Lewis.