



Veterans Memorial Buildings Advisory Committee

Meeting Minutes – August 4, 2026

Cotati Veterans Memorial Building

Advisory Committee

Cloverdale – Gene Marcinkowski

Cotati – Kurt Harris

Guerneville – Ken Holybee

Petaluma – Duane Wilson (absent)

Santa Rosa – Lou Nuñez

Sebastopol – Lewis Spengler (absent)

Sonoma – Terry Leen

UVC – Bob Safreno

County of Sonoma

Amanda Bouillercce – Veterans Liaison

James McBeth – Facility Manager

Kara Mack – Events Mgmt Supervisor (absent)

Erich Buchold – Asst Bldg Supt

Tami Shenk – Senior Office Assistant

Sonoma County Fairgrounds

Stephanie Goodwin – Operations & Bldg Mgr

Sebastopol Center for the Arts

Danny Foster – Facilities Manager

City of Cotati

Ashley Wilson – Recreation Manager

Guests

1. **Call to Order** – No public present. No public comment or questions

2. **Roll Call**

3. **Pledge of Allegiance** – found flag and set-up

4. **Approval of Minutes**

a. Correction: (name) Ronda Ross-Leen

b. Motion to accept by Bob and 2nd by Lou

5. **Public Comments/Questions**

a. n/a

6. **Old Business**

a. n/a

7. **Guest Speaker**

a. n/a

8. **Correspondence**

a. n/a



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9. Building Reports by Building Operator

a. Public Infrastructure

i. Operational Budget

ii. Vets Expenses (End of Year)

- a. SHARED \$558,643.55
- b. Cloverdale \$53,432.30
- c. Cotati \$50,325.77
- d. Guerneville \$97,604.35
- e. Petaluma \$117,687.85
- f. Santa Rosa \$401,447.44
- g. Sebastopol \$1,372.75
- h. Sonoma \$87,082.26

iii. Vets Revenues

- a. Cotati (\$47,827.22)
- b. Guerneville (\$138,588.00)
- c. Petaluma (\$154,690.12)
- d. Sonoma (\$115,586.83)
- e. Cloverdale (\$3,641.40)

- iv. Guerneville: Some work orders have come through consisting of a water leak on the men's shower nozzle, bathroom light bulbs that have burnt out, replacement of the kitchen sink faucet, shower ceilings in men's and women's restrooms to be repainted and edges to be caulked and replacement of the push bar on the westside access door.
- v. Petaluma: Constant reservations for weddings, birthdays, anniversaries and fundraisers have kept us busy. The fan project has now officially been marked as complete with all final permits. The grease trap in the kitchen has a small rust spot that created a very slow leak. Once rust is present we can only assume that rust continues on the inside and will create a much bigger problem overall. It will be replaced with a brand new unit this week. We have a blown out speaker in the auditorium and are in the process of working with the vendor to replace the speakers in the auditorium within the next couple of months. We have procured 2 digital displays that will replace the current outside marquee utilizing the existing frame and base. That should take place within the next couple of months.
- vi. Sonoma: Kids summer camp came back this year and will be finishing up this week. They have occupied the building Monday – Thursday for the month of July. It was great to have them return this year. Transcendence theater is having shows across the street and have rented out the parking lots Thursday evenings – Sunday evenings with exception of when the building has been reserved for events. Customer rentals have consisted of birthdays, memorials etc. The hot water valve in the kitchen sprung a leak on the wall next to the dishwasher and was repaired and replaced. The flagpole rope became weathered and ultimately broke leaving the flags off



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the pole for a short amount of time. The new rope was replaced with the help of the Sonoma Fire department and their ladder truck to hang the new rope and the flags. We thank them for their partnership and thank you for your patience and understanding while that was being fixed. The parking lot signs in the rear parking lot have become faded and unable to read, so we are working on replacing those with new fresh signs and should be up shortly.

b. CITY OF COTATI

- i. Cotati: 6 veteran's events, 24 non vets events, and birthday parties, private events, memorial, children's theater program, model train party, etc. Fire extinguisher to be serviced soon for annual inspection. Will be shopping for possible other options. Working with the school district for relocation for students when evacuated. Nothing finalized yet. City emergency operation manager to work with vet building staff and include a county wide emergency operation plan including a walk through with county to go over what is here in facility such as tables, water, and would need cots. The vet building would be a relocation shelter. Diondre is a guest today and is the City of Cotati's recreation coordinator and works with the public.

c. SONOMA COUNTY FAIRGROUNDS

- i. Santa Rosa: July 2026 - 20 Veteran Events, 41 Non-Veteran Events, Total: 61;
August 2026 - 15 Veteran Events, 39 Non-Veteran Events, Total: 54;
September 2026 - 23 Veteran Events, 48 Non-Veteran Events, Total: 71.
 1. The fair dates have changed. Some events were already contracted during that time.
 2. The events we've recently had at the SR Vets Building were several County Exams, SEIU Meetings, Trading Card Show, Bingo, Mexican Concert, Ballroom Dance Classes, Quinceaneras, Blood Drive, and the Outdoor Market.
 3. Upcoming events are Weddings, Quinceaneras, a Gaming Tournament, County Exams, a Craft Fair, the Veterans 9/11 Breakfast Tribute, a Polynesian & Tahitian Festival and Misc. Meetings.
 4. Updates: The non-working ice machine was removed from the Club Room and the Veteran groups are purchasing a new one to replace it. Have not received the refrigerator that was ordered for the Club Kitchen. Erich Buchold is working on it.
 5. Fac-Ops Fixes: Fac Ops has replaced some wall outlet covers, tightened door hinges, fixed bathroom sink issues, replaced table cart wheels, cleared the clogged drink fountain and fixed a swamp cooler.

d. SEBASTOPOL CENTER FOR THE ARTS

- i. Sebastopol: 20 rental contracts signed in last quarter. 30% are multiple day event rentals. Memorial Day lunch, Apple Blossom Festival, documentary



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film festival, UC Master Gardner program expanded to cover all of our front landscaping and irrigation work. Added roof to south patio. Kiln was added for youth's ceramics program (a summer camp program addition). Heat pump drainage issues, condensation issues. May be fixed to be determined. Sold out Grateful Dad show Sunday and may just have been overloaded on hot day. Back flow shut off valve needs a full replacement and some exterior plumbing work. Will speak to FacOps about this. November start date for kitchen remodel, and will not conflict with VFW. Want to start remodel as soon as possible.

e. AMERICAN LEGION POST #293

- i. Cloverdale: 38 veteran's events and 16 rentals. Low rentals due to kitchen remodel. New dishwasher on order and expected to take another month to arrive. Backup generator project is in progress and progressing. Bids in for electronic sign project and need one more bid to proceed. Downspout on gutter needs to be replaced. Building to be repainted.

10. Auditorium Reports by Veteran Representative

- a. Cloverdale: above
- b. Cotati:
 - i. Wifi – is it possible, want to add, and when?
 - ii. Kitchen Upgrades. Nothing to add
- c. Guerneville: no updates
- d. Petaluma: Thanking building management for new AC. Big difference! 6 events in last quarter and it's support to the community.
- e. Santa Rosa: The auditorium floor and ceiling needs to be done. Parking lot painting needs to be done. Contractors were at the building, maybe prepping to pave the lot? Amanda to follow-up.
 - i. Is building using solar? Or power every day? Amanda to follow up.
- f. Sebastopol: n/a
- g. Sonoma: n/a

11. Capital Projects Update

- a. Current update:

PROJECT NAME	BUDGET	EXPENSES TO DATE
Guern Vets Evaluation & Plan	\$210,000.00	\$42,739.50
SR Vets Bldg energy efficiency	\$2,676,720.00	\$62.42
Sonoma Vets Lobby HVAC	\$608,737.00	\$56,637.88
Cloverdale Vets Generator	\$693,783.00	\$225,051.52
Cloverdale Vets Kitchen	\$375,000.00	\$332,760.98
SR Vets Ext Wall Repair	\$100,000.00	\$198,934.00
Sebastopol Vets Kitchen	\$350,000.00	\$18,781.00
Sonoma Vet Wi-Fi Upgrade	\$75,000.00	\$49,478.00
Petaluma Vet WiFi Upgrade	\$75,000.00	\$71,066.00



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Petaluma Heat Pump Replacement	\$100,000.00	\$82,532.62
Sonoma Vets Exterior Imp	\$73,136.00	\$70,257.43
Santa Rosa Vet Bldg Paint	\$168,049.00	\$32,811.50
Cloverdale Building Improv Grant	\$500,000.00	\$14,328.20
Shared (BI Billing)		\$1,428.60
Total	\$6,005,425.00	\$1,214,311.30

- b. Request list due at our next meeting in November.

12. New Business

- a. Healdsburg Veterans Memorial Beach – who manages? Why not here? Answer: managed by Parks, Amanda will get additional info if needed.

13. Good of the Order

- a. The Petaluma Veterans Council in conjunction with the American Legion Petaluma Post 28 is inviting all veterans and their families to the upcoming Veteran's and Military Families Game Night on September 4, 2026, from 5:30PM to 8:30PM at the Petaluma Veterans Building.
- b. Sonoma: The Bear Flag Revolt happened in town of Sonoma. US Soldiers were sent to the barracks. 5 active duty soldiers died of natural causes. They were buried somewhere in the paupers burial ground and we are doing a memorial for them. We have identified them and know their dates of death. Sonoma Mountain Cemetery is going to hold a memorial for these 5 soldiers. Also, making a monument to put in the cemetery per Terry Leen. Terry will send out invitation when that is ready and working with professor who has researched these individuals to get this information.
- c. Terry is stepping down from chairman next year. Needs someone to fill in. Terry won't be here in November, out of the county.

14. Motion to adjourn by Bob and 2nd by Lou.