



Veterans Memorial Buildings Advisory Committee

Meeting Minutes – May 5, 2026

Santa Rosa Veterans Memorial Building

Advisory Committee

Cloverdale – Gene Marcinkowski

Cotati – Kurt Harris (absent)

Guerneville – Ken Holybee

Petaluma – Duane Wilson

Santa Rosa – Lou Nuñez

Sebastopol – Lewis Spengler

Sonoma – Terry Leen

UVC – Bob Safreno (absent)

County of Sonoma

Amanda Bouillercce – Veterans Liaison

James McBeth – Facility Manager (absent)

Kara Mack – Events Mgmt Supervisor

Erich Buchold – Asst Bldg Supt

Sonoma County Fairgrounds

Stephanie Goodwin – Operations & Bldg Mgr

Sebastopol Center for the Arts

Danny Foster – Facilities Manager (absent)

City of Cotati

Ashley Wilson – Recreation Manager

Guests

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Approval of Minutes

a. Correction: n/a

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

5. Public Comments/Questions

a. Rhonda Ross Leen: finished patio looks really nice, turned out really well.

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

- a. SHARED \$452,114.21
- b. Cloverdale \$41,441.37
- c. Cotati \$46,725.65
- d. Guerneville \$101,158.80
- e. Petaluma \$76,789.47
- f. Santa Rosa \$199,826.18
- g. Sebastopol \$1,292.00
- h. Sonoma \$60,724.89

iii. Vets Revenues

- a. Cotati (\$3,805.65)
- b. Guerneville (\$138,588.00)
- c. Petaluma (\$108,108.93)
- d. Sonoma (\$91,485.29)
- e. Cloverdale (\$3,641.40)

iv. Maintenance Equipment line item: bleacher service, lighting, maintenance equipment supplies

v. Maintenance Building line item: landscaping

vi. Facility Operations Maintenance Log: all routine maintenance performed by FacOps and included in their budget (not the Veterans Building Operational Expenses)

ii. Guerneville:

- i. Contract with Dept of Health/WCCS has been renegotiated for July 1, 2026 – June 30, 2027, with a one-year optional extension.
- ii. Toilet overflow, routine maintenance.

iii. Petaluma: Fan project going on (not A/C) – reinstalled in banquet room and auditorium. Command center was installed yesterday. Piping for electrical will be done in the next few days. Inspection on Monday. Did not have enough funds to do a full A/C upgrade. Richard Franke memorial was held last Thursday. Kids theater, memorials, weddings, etc. Keeping up on landscaping. Switch has been changed as requested.

iv. Sonoma: Ordering new mic heads for wireless mics, including caps. Lighting has all been done. Finished handles for water pressure on toilets. Sink screens installed to regulate water pressure. Memorial Day celebration coming up.

b. CITY OF COTATI

- i. Cotati: 4 vets events, 25 non vets events. Primarily children's theater, private parties, coaches' meetings, etc. Hood inspection done for stove in kitchen. May voting is planned. Memorial Day event – flag raising with Boy Scouts outside the building. Switching over our irrigation schedule for the



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front lawn. New LED lights – one stays on for an emergency light. New rental increase will be effective July 1 – Amanda will provide chart.

c. SONOMA COUNTY FAIRGROUNDS

- i. Santa Rosa: Second quarter scheduled 2025 events: April 2026 (20 Veteran Events, 54 Non-Veteran Events, Total: 74); May 2026 (21 Veteran Events, 58 Non-Veteran Events, Total: 79); June 2026 (19 Veteran Events, 43 Non-Veteran Events, Total: 62).
 1. The events we've recently had at the SR Vets were the AARP Tax Aide Program, Comic-Con, Orchid Show and Sale, Car Show Swap Meet, Trading Card Show, Bingo, Ballroom and Cumbia Dance Classes, Quinceañeras, First Communion and the Outdoor Market.
 2. Upcoming events are a Mexican Concert, Boy Scout Recognition Dinner, Weddings, Election Dept. Training and Vote Center, Misc. Meetings, and the County Public Service Luncheon tomorrow.
 3. In March we had a landscape company rent a portion of the parking lot and they donated new wood chips to the front landscape of the building. Two new veteran benches were installed in the front of the building. Bathroom sinks received new aerators in April.
 4. Fac-Ops Fixes: filled in a cement / gravel area causing a trip hazard between the east side parking lot and sidewalk, fixed a continuously running sink, replaced a part on the kitchen oven hood that was causing a loud noise, replaced a part in one of the ovens that went out causing it to not turn on, fixed a loose door frame in east hallway, ordered a new refrigerator for the Club Kitchen as the one in their stopped working, replaced a part in the main kitchen freezer due to the temperature dropping and install of the two veteran benches.

d. SEBASTOPOL CENTER FOR THE ARTS

- i. Sebastopol: absent

e. AMERICAN LEGION POST #293

- i. Cloverdale: 43 Veterans events and 12 other rentals
 1. Kitchen remodel is underway, expected completion is May 15th. Project includes reinstalling the old dishwasher which is not functioning well – a new dishwasher has been ordered and the veterans will cover the cost.
 2. Backup generator construction began March 1. PG&E has completed the gas line connection to the meter. The foundation is in place and both gas and electrical lines have been run. The work area has been fenced off.
 3. One downspout has been replaced. Restroom project is now complete – including installation of six new toilets and one urinal.
 4. Bose sound bar has been installed in the auditorium with the large screen TV.



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5. Cloverdale has received a \$500K grant for further upgrades including: new dishwasher, mildew remediation, refinish hardwood floors, replace stained ceiling tiles in clubroom, replace rain gutters, sound-deadening panels in the auditorium, upgrade sound system, paint the exterior of the building, partial roof repair, outdoor bulletin board, paint interior.

10. Auditorium Reports by Veteran Representative

- a. Cloverdale: above
- b. Cotati: St Patty's Day dinner had a great turnout. We held it on Sunday not Saturday, so more people were able to attend. Getting ready for Memorial Day.
- c. Guerneville: Nothing to report.
- d. Petaluma: Hall of Heroes induction in February – six people were inducted. Each gets a tile attached to the entry hallway.
 - i. Landscape Project Update: on hold pending funding and donations. Looking to rename the building to the Richard Penry Memorial Building
- e. Santa Rosa:
 - i. Contract has been negotiated and will go before the Board of Supervisors in June for approval. One year term beginning July 2026, with two option year extensions.
 - ii. Sealing on the auditorium floor is failing
 - iii. Clubroom ice machine status needed. Was it given to the County? It's not working and should either be repaired or removed. If removed, we still need an ice machine.
 - iv. Parking lot striping is fading, when will it be done? Eric to follow up.
- f. Sebastopol: Absent
- g. Sonoma: (recording failure – update/information lost)

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	\$360.00
Sonoma Vets Lobby HVAC	\$608,737.00	\$56,637.88
FY26 Cloverdale Vets Generator	\$693,783.00	\$50,875.63
FY25 Cloverdale Vets Kitchen	\$375,000.00	\$83,917.59
FY25 SR Vets Ext Wall Repair	\$100,000.00	\$196,808.00
FY25 Sebastopol Vets Kitchen	\$350,000.00	\$26,150.00
FY25 Sonoma Vet Wi-Fi Upgrade	\$75,000.00	49,478.00
FY25 Petaluma Vet WiFi Upgrade	\$75,000.00	\$71,066.00
FY25 Petaluma Heat Pump Replacement	\$100,000.00	\$43,188.62
FY25 Sonoma Vets Exterior Imp	\$73,136.00	\$70,077.43



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FY26 Santa Rosa Vet Bldg Paint	\$168,049.00	\$6,549.00
Shared (BI Billing)		\$1,142.88
Total	\$5,505,425.00	\$698,990.53

Upcoming: Cloverdale Vets \$500K for building improvements (grant)

12. New Business

- a. 5% rental rate increase beginning July 1 – building operators will be provided new prices, and the website will be updated. Prices will be reviewed annually.

13. Good of the Order

- a. Gary Magnani passed on April 1. He was a very active member and will be deeply missed. Memorial service information to come.

14. Motion to adjourn by Lou, 2nd by Ken