



**Date:** May 3, 2022

**Location:** Zoom Virtual Meeting - Scheduled Meeting

**Author:** Tammy Curtis

1. Call To Order
2. Roll Call

Advisory Committee Members		County of Sonoma	
Cloverdale	Gene Marcinkowski	Tammy Curtis - absent	Department Analyst
Cotati	Brandon Stewart	Keith Lew	Deputy Director
Guerneville	John Uniack	Michelle Ling-absent	Strategic Analyst
Petaluma	Duane Wilson	James McBeth	Facility Manager
Santa Rosa	Lou Nuñez	Kara Mack-absent	Interim Events Coordinator and Booking & Reservations Coordinator
Sebastopol	Lewis Spengler	Johannes Hovertsz	General Services Director
Sonoma	Terry Leen	Mark DeBacker- absent	Capital Projects Manager
		Hope Marshall	Administrative Services Officer
		<b>Sebastopol Center for the Arts</b>	
		Steven Cano – not present	Facility Manager
		<b>Sonoma County Fairgrounds</b>	
		Carrie Wimer	Exhibit Coordinator
		Stephanie Goodwin	Reservations Coordinator
<b>Guests</b>			
American Legions	Frank Christ	American Legions	Don Watts
American Legions	Bob Taylor	American Legions	Bob Cox
American Legions Post 293	Claudia Calvo	American Legion Post 293	Al Meyers
American Legions – Post 3919	James Richter	GSD – Energy	Christin Condon
GSD – Energy	Jane Elias		

3. Pledge of Allegiance
4. Approval of Minutes
  - a. 2/3/22 – Motion accepted by Brandon S, 2<sup>nd</sup> by Lou Nunez
5. Public Comments/Questions

- a. None
- 6. Old Business
  - a. Issuance of access cards (prox cards) – updated list
  - b. Facilities Use Licenses in review, Tammy and Counsel
- 7. Guest Speaker
  - a. None
- 8. Correspondence
  - a. None
- 9. Building Reports by Building Operator
  - a. General Services –
    - i. Plan to add positions per Lou’s request will be added to the 23/24 Budget request
    - ii. Plan to change Cotati Vets to City of Cotati to assume management and operations
  - b. Cotati:
    - i. Rented more often since reopen. North Bay Theatrics has 14 day rental for children’s performance
  - c. Guerneville:
    - i. Currently used as shelter
  - d. Petaluma:
    - i. CNCA preconference Assembly – 450 guest
    - ii. SAC Crew has been onsite to address trip hazards
  - e. Sonoma:
    - i. Film Festival brought in approximately 700 in attendance
    - ii. No major repairs
  - f. Sonoma County Fairgrounds
    - i. June 4 events, July 30 events, August 36, Sept 46 events, September 46 events, October 58 events, November 67 events, December 38 events, January 37 events, February 46 events, March 76 events, Apr 82 events, May is 79 events
    - ii. Swamp cooler replaced in kitchen
    - iii. Club room received new refrigerator
    - iv. Bushes removed to prevent people from hiding in them
    - v. ISD working on WiFi project
  - g. Sebastopol Center of the Arts
    - i. Steve Cano not here at meeting
  - h. Cloverdale Veterans Group:
    - i. Veterans are using building 12-14 times a month
    - ii. Pool complete and ribbon cutting soon
- 10. Auditorium Reports by Veteran Representative
 

Terry discussed Voter’s choice act – signed into law around 2016/2017 allowing voters to vote up to 10 days in advance causing impact with polling during Veteran’s Memorial Day Events, this is Voters choice

  - a. Cloverdale - Gus
    - i. Purchased chairs, purchased computer system.

- ii. Events slow, primarily due to Covid.
    - iii. Veterans are using building 12-14 times per month.
  - b. Cotati –
    - i. Nothing
  - c. Guerneville –
    - i. Operating as full time shelter
  - d. Petaluma
    - i. Friday night social returning
    - ii. Issue at event with security, Duane took over and checked all IDs. Hope to address issues with Security Company.
  - e. Santa Rosa
    - i. Continue to have concerns with Fair employee serving building not having benefits as a county employee.
  - f. Sebastopol
    - i. Breakfast meetings show need for kitchen upgrade
  - g. Sonoma
    - i. Issue with Arnold Field, asked for license form the city and the county for Arnold field and documents received, now reviewing. We know Parks services is still in control and working on getting container moved. Hope: we have been in contact and will follow up on this.
    - ii. Things are good as far as Veterans.
  - h. United Veterans Council
    - i. Not present
- 11. Capital Improvements Report
  - a. Current Projects:
    - i. Santa Rosa
      - i. generator project completed
      - ii. Auditorium floor coat completed
      - iii. Seismic phase 3 added to Capital Plan
      - iv. Solar parking canopy preparing solicitation (RFP)
      - v. Air scrubbers-not all deployed. Awaiting delivery of storage
      - vi. CERS likely to be located in Santa Rosa
  - b. Cotati
    - i. No update from Sonoma Water on the installation of the groundwater plain monitoring well. Agreement executed but no schedule.
  - c. Petaluma
    - i. Scrubbers delivered 7/26
    - ii. Seismic design completed.
      - a. Awaiting construction funding.
      - b. Applying for HMGP grant funds
    - iii. generator project completed
  - d. Cloverdale
    - i. Pool upgrade project design completed. Construction scheduled at conclusion of current swim season. Dedication ceremony to be held.

- ii. Generator propose for next Capital Plan
- e. Sebastopol
  - i. Scrubbers delivered
  - ii. Emergency Management looking for funds for new generator
  - iii. New kitchen added to the Capital Improvements Projects list. Scope may be SCA's responsibility
- f. Sonoma
  - i. Water damage repair complete
  - ii. Seismic upgrade being planned for possible funding
  - iii. CERS project in design. Will provide drafts of design for review.
- g. Guerneville
  - i. Site evaluation matrix in review with District 5 staff. Upon completion, the matric will be sent to John U. to provide Veteran's input to site scoring
- h. Capital Priorities –Comprehensive list of deferred maintenance, Veteran Service Organization priorities and marketability improvements developed for all Veteran Buildings in the Capital Improvement Plan. Priorities are scored against Administrative Policy 5-2 criteria, considers Board Pillars and considers whether VSO requests. List developed in response to questions received in Budget Hearings on 6/15. List is provided to VSO's via VSO Coordinator for review and comment.

12. New Business

- i. Bylaws state a plan should be completed
- ii. Veterans to form an adhoc committee to create annual plan to present to the county. The plan will Develop list of capital priorities for County projects
- iii. Must decide priorities as a committee.

13. Good of the Order

- a. From Terry
  - i. Board does not know what they don't know. Remember to engage with your state leadership. Be aware of Military Veteran code that applies to the buildings 1260 1266.
- b. Johannes, director of TPW and GS for now we need to figure out priorities and resources.

14. Meeting adjourned

- a. Motion by \_\_\_\_\_
- b. Second by \_\_\_\_\_