



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 3/5/2024

To: Board of Supervisors

Department or Agency Name(s): Sonoma County Public Infrastructure

Staff Name and Phone Number: Johannes J. Hoevertsz, 707-565-2550

Vote Requirement: Informational Only

Supervisorial District(s): Countywide

Title:

Veterans Buildings Maintenance and Management Update

Recommended Action:

Receive staff update regarding recent maintenance and management activities for the Veterans Memorial Buildings in Santa Rosa, Petaluma, Sonoma, Guerneville, Cloverdale, Sebastopol, and Cotati

Executive Summary:

Sonoma County currently owns and manages Veterans Memorial buildings in Santa Rosa, Petaluma, Sonoma, Guerneville, Cloverdale, Sebastopol, and Cotati, all of which were constructed between 1948 and 1961.

Over the past six fiscal years, the Sonoma County Public Infrastructure Department (SPI), formerly General Services, has provided approximately \$2,080,900 of operating support for the Veteran's Buildings and overseen \$6,611,578 in capital projects. This report seeks to provide an update on recent maintenance and management activities for these buildings.

Discussion:

The County's Veterans Memorial Buildings stand as integral parts of the cultural and social fabric of community, providing a dedicated space for veterans to gather and receive support. These facilities also enhance the county's emergency preparedness capabilities and facilitate educational and cultural activities.

All seven facilities, being constructed in the mid-20th Century, are all in need of ongoing maintenance and management, as well as significant repairs that far outweigh available resources. Sonoma County Public Infrastructure (SPI) strives to support these facilities through regular maintenance efforts provided by the Facilities Operation Division, management of long-term lease renewals and agreements through the Real Estate Division, coordination of capital improvement projects, and event management at the Petaluma and Sonoma locations.

Operating support includes one, full-time Event Services Supervisor, 10+ extra help event services workers, and the equivalent to 1.6 full-time building mechanics. In addition, SPI provides administrative, accounting, and IT support.

Capital Projects – Past Five Fiscal Years

A complete report with brief description on Capital Projects spending for the past five fiscal years is attached as Exhibit C. Significant items include:

Santa Rosa

PROJECT	YEAR COMPLETE	TOTAL COST
New roof	FY 2017/18	\$1,420,878
New backup generator	FY 2021/22	\$582,218
Assisted listening system	FY 2019/20	\$44,498
Energy Upgrades (solar, battery backup, LED lighting)	In progress	\$3,546,720

Petaluma

PROJECT	YEAR COMPLETE	TOTAL COST
Seismic Upgrade	FY 2023/24	\$2,124,001
New backup generator	FY 2022/23	\$352,676
Kitchen renovation	FY 2018/19	\$190,713

Sonoma

PROJECT	YEAR COMPLETE	TOTAL COST
Kitchen renovation	FY 2018/19	\$432,875
Reroof	FY 2020/21	\$472,495
New backup generator	FY 2021/22	\$257,086

Guerneville

PROJECT	YEAR COMPLETE	TOTAL COST
HVAC	FY 2019/20	\$213,859
Seismic Evaluation	FY 2020/21	\$140,791

Cloverdale

PROJECT	YEAR COMPLETE	TOTAL COST
Pool ADA Parking	FY 2018/19	\$239,967
Solar and safety upgrades	FY 2022/23	\$41,948
Pool Cover	FY 2022/23	\$45,000
Battery Backup with Generator	FY 2023/24	\$285,000

Sebastopol

PROJECT	YEAR COMPLETE	TOTAL COST
Fire Sprinkler system	FY 2017/18	\$397,355

Facilities Operations Activities

Petaluma and Sonoma – New Event Management System

In addition to building maintenance and repair, SPI manages and staffs reservation booking and events for the facilities in Petaluma and Sonoma. In December 2023, staff replaced the antiquated scheduling system with a new cloud-based system that includes a live public-facing events calendar, intake forms, a client portal, payment tracking, a Customer Relationship Management component, and robust reporting features, all available via computer and mobile devices.

A complete report on Veterans Building Maintenance costs for the past five fiscal years is attached as Exhibit B. Significant items include:

Petaluma

WORK	COST
Add Electrical Outlets in Veterans Lounge	\$9,663
New conduit and wiring for patio lighting	\$3,010
Boiler Repair	\$3,132
Ceiling Repair Women's Restroom	\$4,681

Sonoma

WORK	COST
Dining room floor strip, repair and refinish	\$12,210
Repair underground water leaks	\$9,208
Repair Ductwork	\$4,541
Wall repair due to water damage	\$14,242

Guerneville

WORK	COST
Replace section of roofing	\$33,692
Interior dry rot and sheetrock repair	\$30,697
Replace exhaust fan	\$6,922
Provide electrical circuits for cooling units	\$7,762

Cloverdale

WORK	COST
Reattach light fixtures in auditorium	\$3,243
New shelving and clean up in pump room	\$6,766
Replace main breaker in electrical panel	\$4,324

Real Estate Activities – 2022-present

Santa Rosa – Professional Services Agreement with Sonoma County Fair & Expo for 7/1/23 through 6/30/24, with two 1-year extension options; County pays the Fair \$10,000 per month to manage event rentals and building; Fair reports quarterly on revenues vs expenses and reconciling payment is made if revenues exceed

expenses or vice versa. On 6/30/23, the County also commenced a Memorandum Of Understanding (MOU) with the Department of Health Services (DHS) to conduct trainings and testing of future employees from rooms, DHS to pay costs of Fair, and County to rent and staff test events. Term is annual with up to four 1-year extensions. Staff are currently working with American Legion Post 21 for free use of the club room for a new term.

Petaluma – License dated 2/3/2023 for use of office space with Vietnam Vets Assn #563 for financial and counseling purposes, on month-to-month basis through 12/31/24. Extension of agreement issued to Veterans of Foreign Wars #1929 through 3/31/24 for use of the club/lounge room; Legion is considering rental and management of entire building.

Guerneville – MOU with DHS for a term commencing 7/1/23 for continued operation of Homeless services at Vets Building; program contracted by DHS to West County Community Services (WCCS); WCCS pays rent of \$11,569/mo. based on program funding from DHS. Term is through 6/30/24 with four additional annual extensions.

Cloverdale Vets – License agreement with William Ledford Post 293 for a term of 3 years commencing 7/1/23 for the Post to make highest economic use of the building, conduct rentals and perform certain building maintenance. Post keeps some revenues to cover expenses and fund certain cap improvements, otherwise they are to share net revenues with County.

Cloverdale Pool – License with City of Cloverdale for use of the pool, locker rooms and surrounding grounds for a term commencing 7/1/23 and expiring 6/30/2028, for the City to run swim programs done through the local YMCA; City pays County rent of \$3,500/year.

Cotati – County executed a one-year pilot project license agreement on 7/1/2023 with City of Cotati to run rentals and be responsible for certain maintenance. Parties to share revenues after City first deducts appropriate building expenses. Term expires 6/30/24.

Strategic Plan:

N/A

Racial Equity:

Was this item identified as an opportunity to apply the Racial Equity Toolkit?

No

Prior Board Actions:

July 11, 2023 – Petaluma Veterans Memorial Building Seismic and Reroof Project

FISCAL SUMMARY

Expenditures	FY23-24 Adopted	FY24-25 Projected	FY25-26 Projected
Budgeted Expenses			
Additional Appropriation Requested			

Total Expenditures	N/A		
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
General Fund Contingencies			
Total Sources	N/A		

Narrative Explanation of Fiscal Impacts:

This Board Item is informational only and there is no direct fiscal impact.

Narrative Explanation of Staffing Impacts (If Required):

None.

Attachments:

- 1-Exhibit A (Photos)
- 2-Exhibit B (Maintenance and Capital Projects Summary)
- 3-Exhibit C (Project Spend)

Related Items "On File" with the Clerk of the Board:

None.