City Council
Mayor Jill McLewis
Vice Mayor Sandra Maurer
Councilmember Phill Carter
Councilmember Neysa Hinton
Councilmember Stephen Zollman

Interim City Manager
Mary Gourley
mgourley@Cityofsebastopol.gov

Public Works Director
Oriana Hart
ohart@cityofsebastopol.gov

Sebastopol Commons Committee
Councilmember Stephen Zollman – Chair
RM Horrell – Vice Chair

SEBASTOPOL COMMONS: BUILDING THE COMMONS COMMITTEE
TUESDAY, JUNE 9, 2026
1:00 pm

MEETING MINUTES
(ABBREVIATED)

In Person Locations: 1:00-2:15: Sebastopol City Hall, City Hall Conference Room, 7120 Bodega Avenue
2:30 pm: O'Reilly Building, 1003-1005 Gravenstein Hwy N, (In person only)
Remote Teleconference Participation: 12125 Ramsey Road, Sebastopol

CALL TO ORDER: *Councilmember Zollman called the meeting to order at 1:00 pm*
ROLL CALL:

Attendees:	*Committee*:	*Councilmember Stephen Zollman, Councilmember Phill Carter, RM Horrell, Sarah Glade Gurney, Naomi Hupert, Kent Jenkins, Deb Hoadley, Mary Lou Schmidt. Remote: Fred Engbarth*
	Absent:	*Partial: Fred Engbarth (did not attend Field Visit at O'Reilly)*
	City Staff:	*Mary Gourley, Oriana Hart, Elissa Overton*

LAND ACKNOWLEDGEMENT: The City of Sebastopol acknowledges that we live and work within the unceded ancestral homelands of the Southern Pomo and the Coast Miwok people. We pay our respect to the past, present, and future generations of these peoples, including the Federated Indians of Graton Rancheria.

AGENDA:
Consent Calendar Item(s):
1. Approval of Minutes of the May 12, 2026 Building the Commons Committee Meeting (Posted and included as ITEM 1 with meeting agenda)
    a. Motion for Approval: Yay's: 9, Nay's: 0, Absent: 0, Abstain: 0

Subcommittee Update(s):
2. Update from the Community Needs Assessment Subcommittee
3. Update from the Funding Assessment Subcommittee

Council Agenda Report:
4. Approval of Agenda Report for third report out at July 7 Council Meeting.
    a. Motion for Approval: Yay's: 9, Nay's: 0, Absent: 0, Abstain: 0

New Business:
5. Pending Questions
    a. Further discuss at next meeting

Subcommittee Composition:

6. Election of new Chair.
7. Discussion of Restructuring of current Subcommittees or establishment of additional subcommittees (this is a standing agenda item and will only be discussed if new subcommittees are requested)
8. Identify focus topics of newly created subcommittees (this is a standing agenda item and will only be discussed if new subcommittees are created)

Timelines/Milestones/Next Steps:

9. Committee Schedule
10. What is required to be accomplished at each of these future meetings

Future Meetings:

1. Next Meeting Date: July 14, 2026 at 1:00 pm
2. Meeting Agenda items for July 14, 2026 (the committee process is to approve the agenda items for the next Committee meeting)
3. Request for Future Agenda items (this is an opportunity for members to make requests for topics/agenda items/information for next meeting)

ADJOURNMENT OF MEETING

- Meeting adjourned at: 3:07 pm

INFORMATION ONLY

- A list of resources in the drop box for this Committee is attached ("ITEM 15. DROPBOX ITEMS included with meeting agenda") and can be found at the link below:
  https://www.dropbox.com/scl/fo/jukixk5i0u6qc6m6aopqm/AGhv7odAoAxAq1fG9gtkrU4?rlkey=kh83eobwmz20x0q915zpmrlfk&st=1i2plhoj&dl=0
- Brown Act: https://www.cacities.org/uploadedfiles/leagueinternet/0d/0dd433d2-29c5-410c-af4f-418e247e7af3.pdf
- Public Document Access: https://www.cityofsebastopol.gov/boards-commissions-committees/

Submitted by: Elissa Overton, City Staff Member

ATTACHED:

Attachment A – AI recap of meeting minutes

ATTACHMENT A

THE FOLLOWING DATA IS GENERATED BY AI AND CONTAINS INACCURATE REPRESENTATIONS OF THE DISCUSSIONS THAT TOOK PLACE. PLEASE LISTEN TO THE AUDIO RECORDING FOR CLARIFICATION AND FURTHER DETAILS.

Summary

This meeting focused on the Community Needs Assessment Committee's progress on evaluating two potential locations for a new community facility that would incorporate a library. The committee discussed a recent mold issue at the current library that could potentially keep it closed for months, which emphasized the urgency of finding a replacement space. The Finance Subcommittee reported they had narrowed down options to two locations (Civic Center redevelopment and O'Reilly building) after reviewing 6-7 potential sites, with plans to tour the O'Reilly building at 2:30 PM. The committee reviewed and refined language in their staff report, focusing on clearly explaining how they arrived at the two selected locations and highlighting key community needs identified through stakeholder interviews, including office space, meeting space, and shared resources. The conversation ended with plans to finalize the staff report for the next City Council meeting, while noting that the committee's future direction and potential dissolution/reconfiguration would depend on the broader group's decision on next steps.

Next steps

- Email the joint press release about the library mold situation to relevant committee members.
- Add summary information about public-private partnerships, including design-build and California's progressive public-private partnership model, to the Dropbox for committee reference.
- Print out the news release regarding the library mold situation for committee review.
- Update the 3rd quarter report draft to reflect agreed-upon language changes, including referencing the full committee's narrowing down to two options, and provide a link to the relevant City Council report for context.
- Ensure the final approved report is included in the council member packet for the next meeting.

Collaboration

- All committee members: Review the SWOT analysis and focus feedback/discussion on the two remaining site options (Civic Center/library and O'Reilly) for future meetings.
- All committee members: Conduct informal outreach to key community stakeholders (e.g., Senior Center, West County Community Health Services, Historical Society, etc.) to gather feedback on the two site options (A and B) before the next meeting.
- All committee members: Attend the O'Reilly site tour at 2:30 to inform future site comparisons and community outreach.

- Finance Subcommittee: Prepare a more detailed recommendation and analysis for the next meeting, including refined financial options for the two site choices, to support the September plan report.
- All committee members: Await direction from City Council regarding next steps for outreach and possible restructuring of subcommittees after review of the two site options.

Summary

Library Mold and Financing Updates

The committee discussed a recent mold issue at the library, with officials confirming it was isolated to the staff room and teen center, and remediation is underway with SERPRO. The committee reviewed updates from their Community Needs Assessment Subcommittee regarding project financing options, including the potential establishment of an EIFD (Educational Infrastructure Financing District) with a proposed $75,000 budget allocation. The group explored various funding possibilities including private-public partnerships and EIFD funding, though specific next steps and decision-making authority remain unclear pending further city council discussion.

EIFD Project Community Education Planning

The committee discussed community education efforts regarding the EIFD project, with Fred noting new materials added to the Dropbox about public-private partnerships. The group agreed to present two main options for the project at their next meeting within 30 days, rather than pursuing detailed public-private partnership analysis at this stage. The committee also reviewed and refined language in Mary's staff report, particularly regarding service areas and building descriptions, with plans to conduct a tour of the O'Reilly site before their next meeting.

Report Revision Committee Meeting

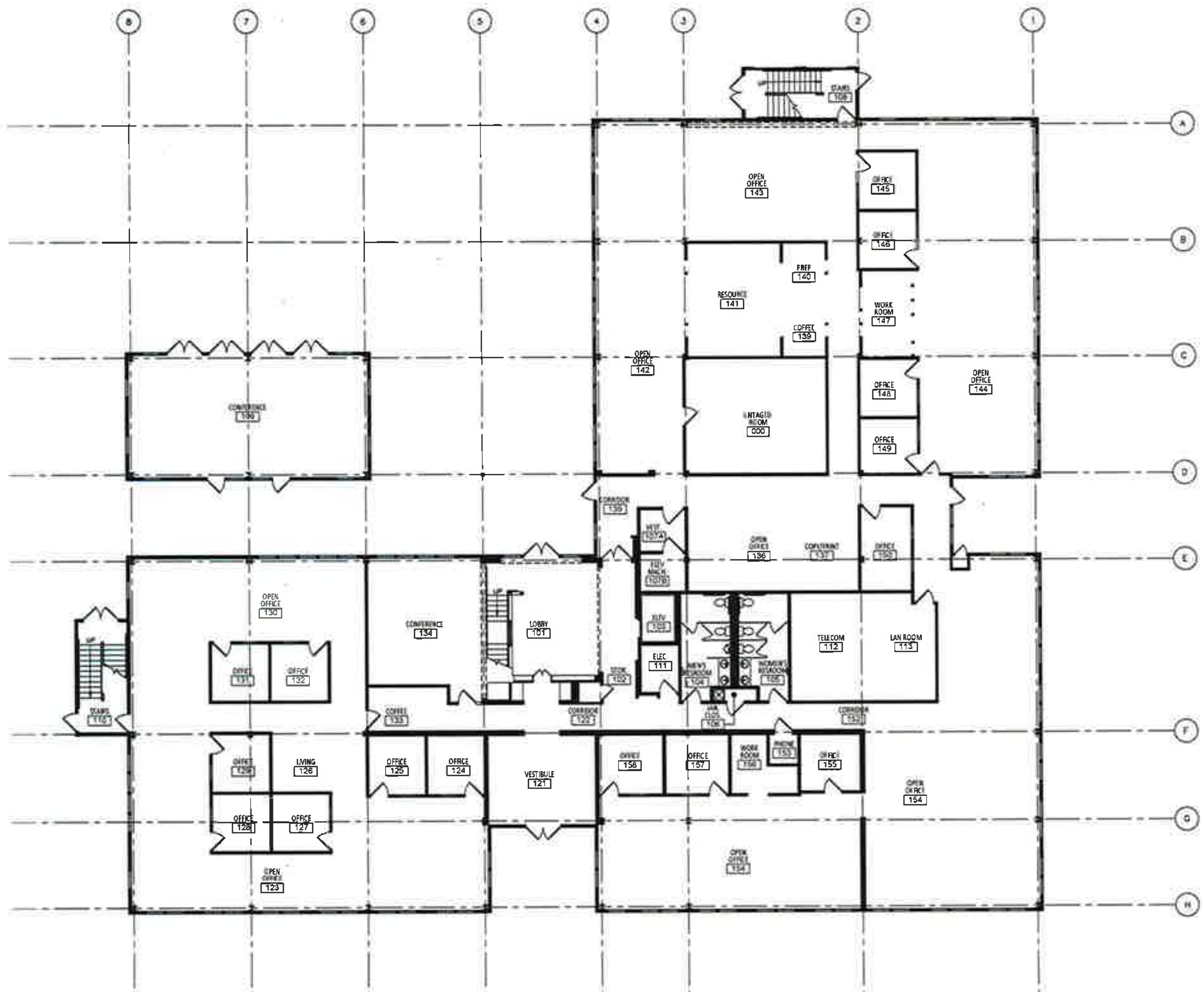
The committee discussed revisions to a report about two location options, deciding to remove a sentence about a later report and add a reference to the SWOT document on the website. They agreed to clarify that the full standing committee, not just the subcommittee, narrowed down the options to two main choices from a larger list. The group also reviewed the needs assessment section, with specific language changes to highlight key needs like office space and meeting space, and they decided to strike a sentence about future outreach plans since it wasn't certain at this point.

SEBASTOPOL PROPERTIES

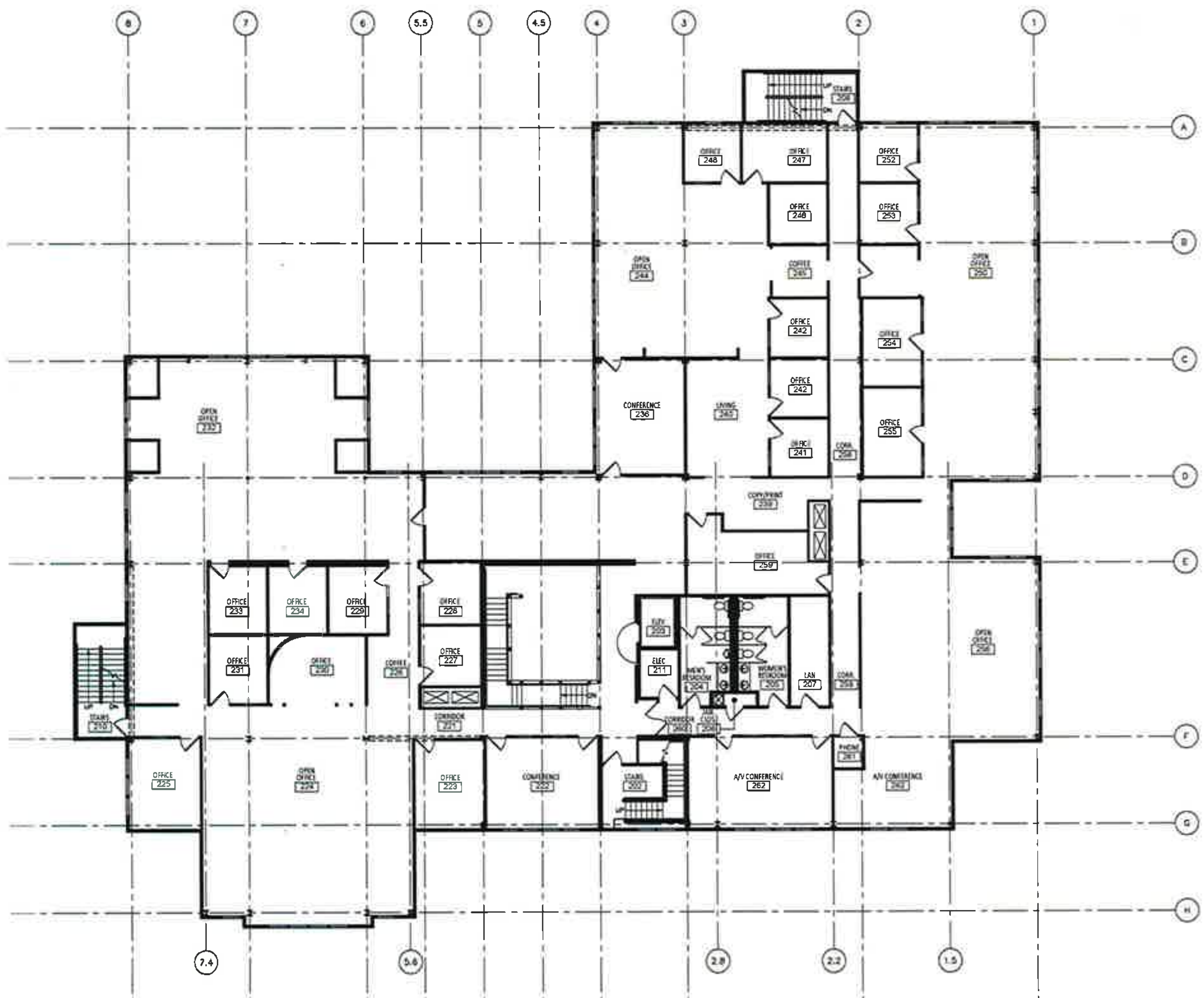
1511 E. ORANGETHORPE AVE, SUITE C
FULLERTON, CA 92831

1:9 ARCHITECTURE

FIRST FLOOR | EXISTING CONDITIONS



SECOND FLOOR | EXISTING CONDITIONS



SEBASTOPOL PROPERTIES
1003 GRAVENSTEIN HWY N
SEBASTOPOL CA 95472

ONE NINE ARCHITECTURE
1511 E ORANGETHORPE AVE SUITE C
FULLERTON CA 92831

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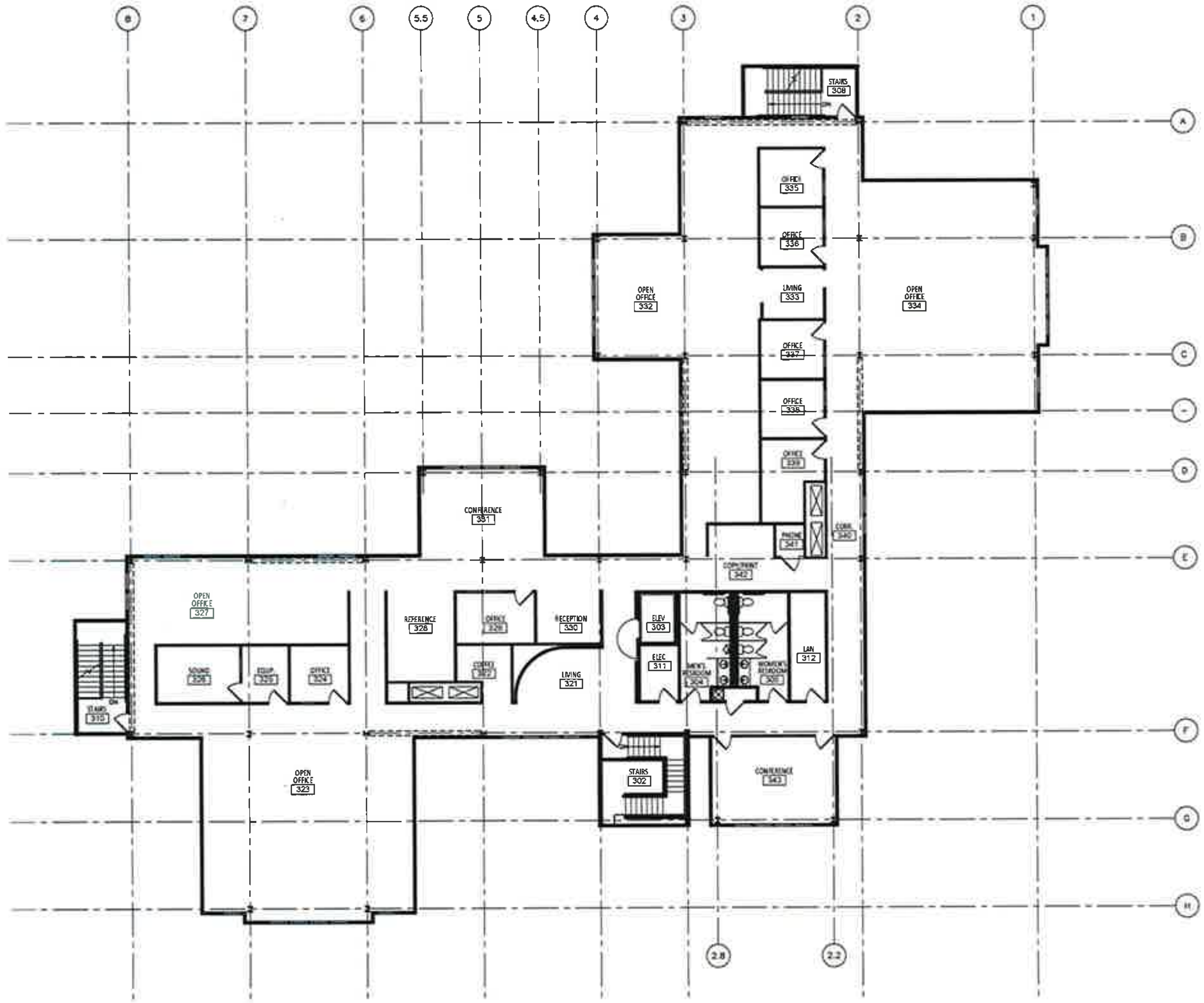
THIRD FLOOR | EXISTING CONDITIONS



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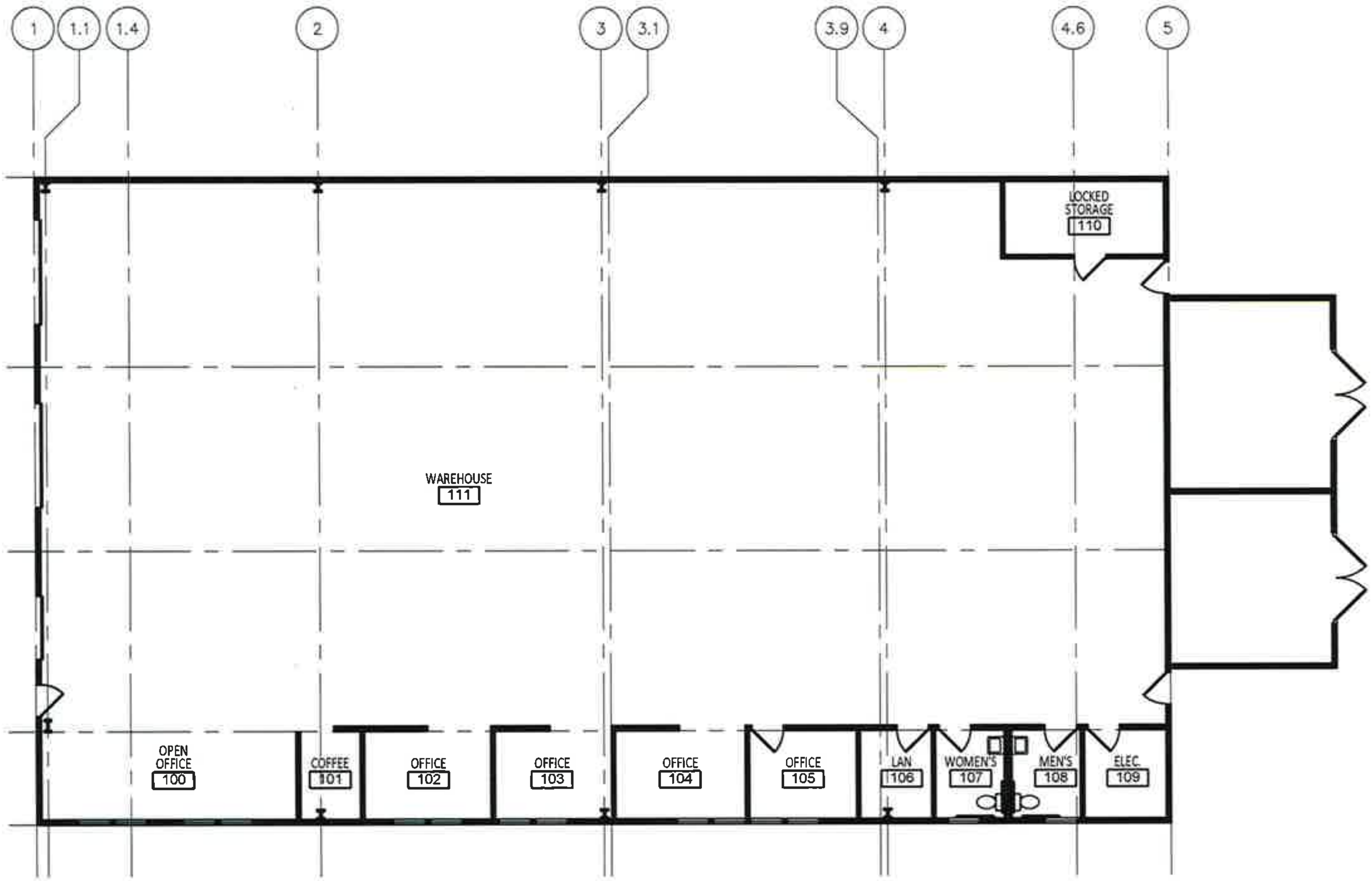

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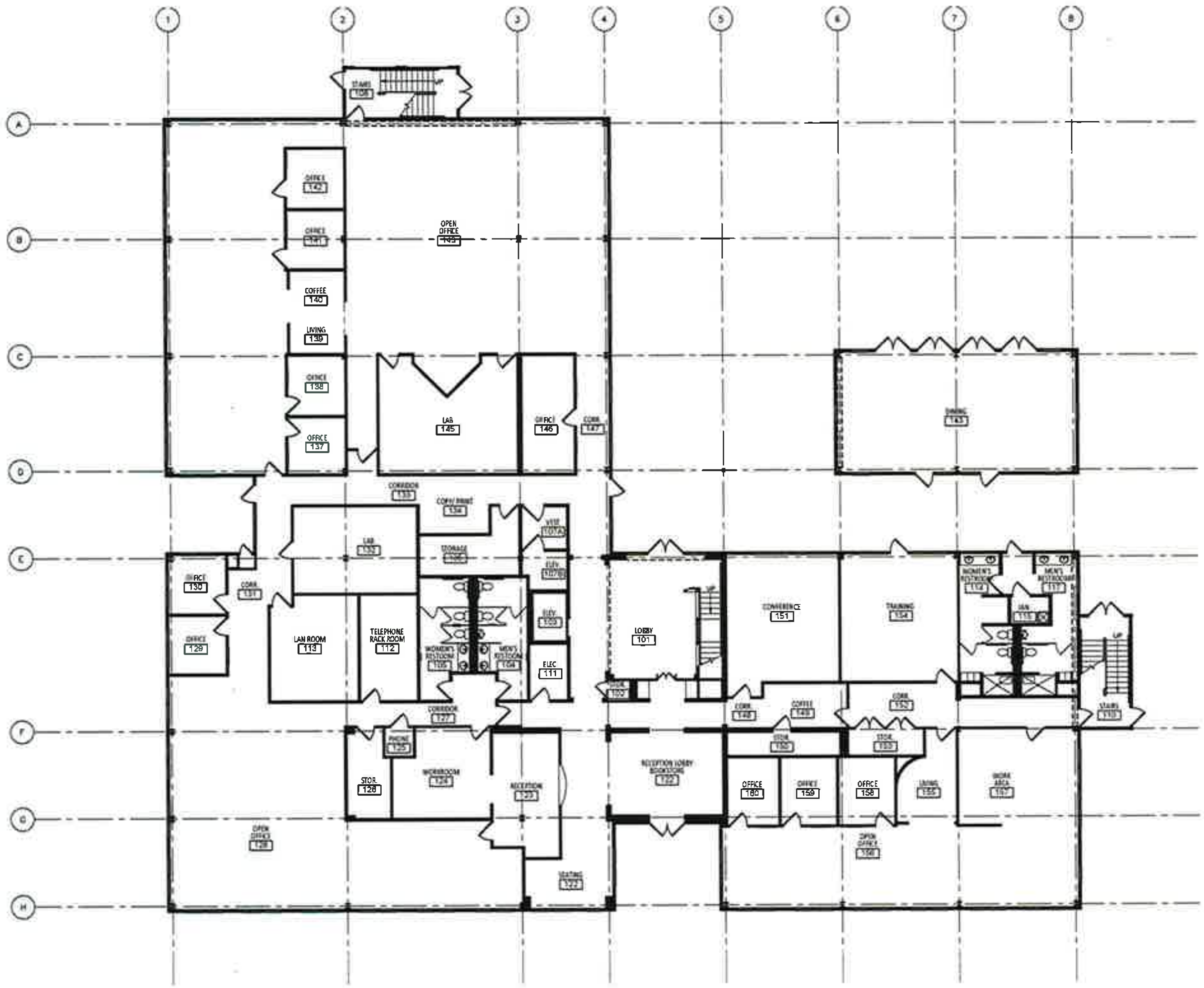

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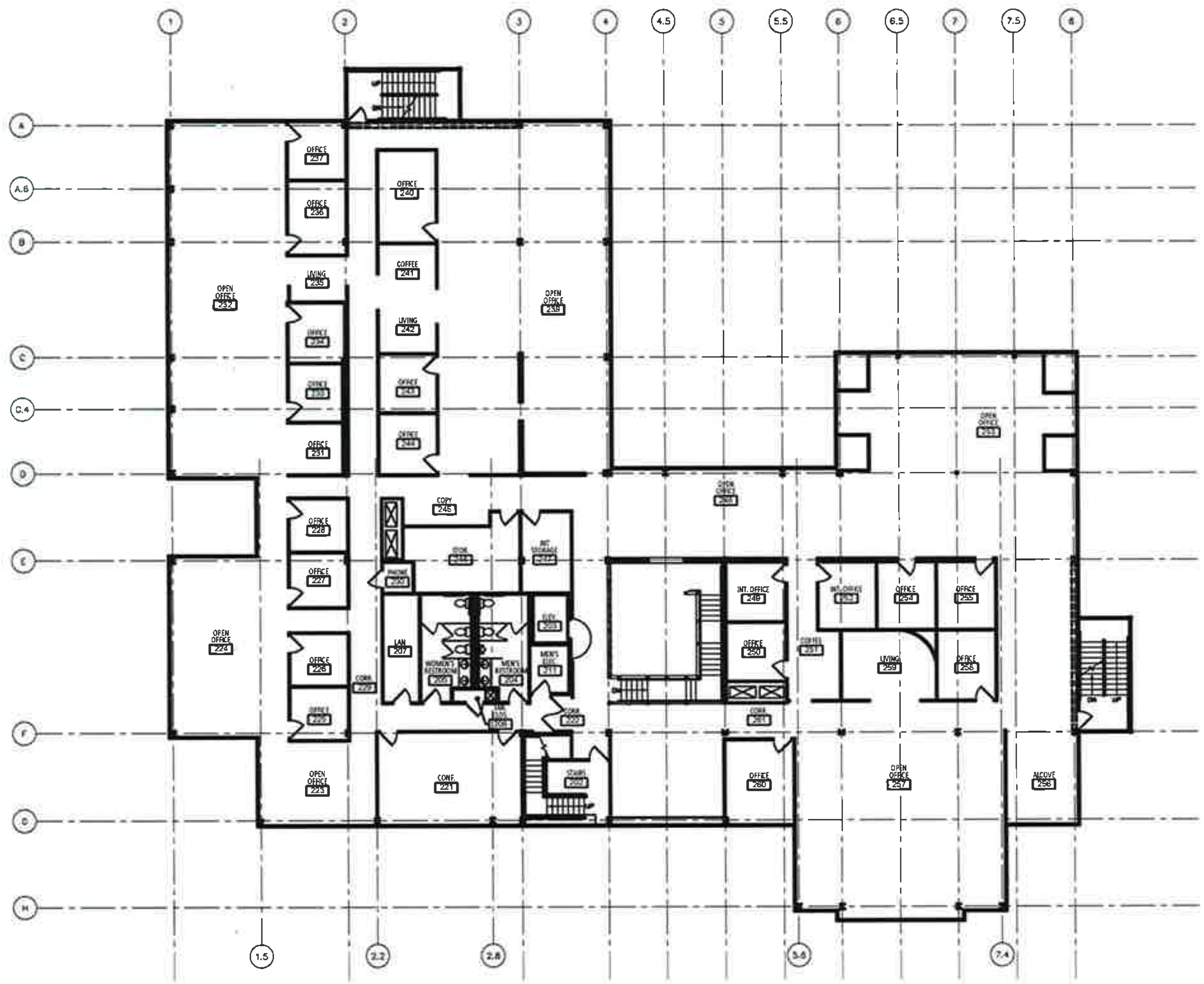

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