

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, JULY 14, 2026****1:00 pm****DRAFT MEETING MINUTES****(ABBREVIATED)****In Person Location:** 1:00: Sebastopol City Hall, City Hall Conference Room, 7120 Bodega Avenue**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, Sarah Glade Gurney, Kent Jenkins, Mary Lou Schmidt. Remote: Fred Engbarth***Absent:** *RM Horrell, Naomi Hupert, Deb Hoadley***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 June 9, 2026 Building the Commons Committee Meeting (Posted and included as ITEM 1 with meeting agenda)
 - a. Motion for Approval: Yay's: 6, Nay's: 0, Absent: 3, Abstain: 0

Subcommittee Update(s):

2. Update from the Community Needs Assessment Subcommittee
 - a. **Motion for Approval:** Rename "Community Needs Assessment" Subcommittee to "**Public Awareness/Philanthropy Subcommittee**":
Stephen Zollman, Sarah Glade Gurney, Mary Lou Schmidt, Fred Engbarth
 Yay's: 6, Nay's: 0, Absent: 3, Abstain: 0
 - b. Open House
Motion for Approval: Hold Open House at O'Reilly building on August 13, 2026
 Yay's: 6, Nay's: 0, Absent: 3, Abstain: 0
3. Update from the Funding Assessment Subcommittee
 - a. Presentation
 - b. Members: **RM Horrell**, Phill Carter, Kent Jenkins, Naomi Hupert

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: 3:02 pm

INFORMATION ONLY

- A list of resources in the drop box for this Committee can be found at the link below:
<https://www.dropbox.com/scl/fo/jukixk5i0u6qc6m6aopqm/AGhv7odAoAxq1fG9gtrU4?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

The committee received a detailed finance report on options for a new civic campus centered on the O'Reilly property, alongside an update on the library mold remediation. The group agreed to rename the Community Needs Assessment subcommittee to **Public Awareness & Philanthropy** and voted to hold a public outreach meeting at O'Reilly on **August 13th at 3:00 PM**. A new subcommittee will pursue two time-sensitive state grants before their September deadlines.

Decisions Made

- **Agenda reordered:** Library status report moved to first agenda item.
- **Subcommittee renamed:** Community Needs Assessment → **Public Awareness & Philanthropy** subcommittee, expanding scope to include grant writing and public engagement. To pursue two state grants (Resilience Center and Transformative Climate grants) with September deadlines.
- **Public outreach meeting approved:** August 13th, 3:00 PM at O'Reilly campus; full committee meeting, publicly noticed, with small-group tours of the facility.
- **September Council report:** Confirmed for September 15th Council meeting; presentation request of at least 20 minutes (vs. standard 10-minute limit) to be submitted for agenda review.

Library Mold Update

- Library closed June 4th after staff noticed wall buckling; black mold confirmed in the staff room and teen reading room.
- Servpro remediated isolated areas; moisture testing revealed damp exterior walls throughout the main library space.
- Council approved full main-space remediation; Servpro has a ~3-week remediation window once library staff clear items from walls.
- A small isolated meeting room on the south side is mold-free and may serve as a temporary operational space for holds/services.
- County Library (JPA) has not committed to funding beyond waiting for remediation bids; temporary relocation remains a "no" from library administration; library in Forestville until at least August 10th.

Finance Report: Civic Campus Options

- Do Nothing cost: ~\$200K/year operating costs; \$555K in near-term repairs; estimated \$3.5M over 10 years just to maintain existing buildings.
- Three buildings with problems identified: Library (mold/structural), Senior Center (needs to grow), City Hall (tight), Cultural Center (\$800K–\$2M in deferred repairs with flood risk).
- O'Reilly campus options:

- Buy one building: ~\$8M; move-in ready classroom space usable day one.
 - Full campus: ~\$17–20M; sell one building back reduces net cost to ~\$10M.
 - Lease-to-own option available; owner is motivated and open to creative financing.
- Financing stack: Local bridge loan (e.g., Poppy/Exchange Bank) → iBank reduced-rate loan → EIFD kicks in at Year 6 capturing ~25% of incremental property tax growth in the corridor.
- O'Reilly noted as ~90,000 sq ft, built 2002, structurally sound, with existing generator (valued at ~\$100K).

Grant Opportunities (Time-Sensitive)

- Resilience Center grant and Transformative Climate Community grant: both have planning and implementation tiers; implementation grants can fund building purchases.
- Deadlines fall in September; committee urged to begin applications immediately to avoid waiting another year.
- Senior Center has in-house grant writing staff and an outside organization willing to support the effort.

Pending Confirmation

- O'Reilly owner to confirm availability of large third-floor room for August 13th meeting.
- Remediation bids outstanding; structural extent of dry rot and moisture source still unknown.
- Whether Naomi joins the new grants subcommittee (currently on Finance subcommittee; Brown Act constraints apply).
- Zoning code review needed before any redevelopment of current civic block can realize highest-and-best-use value.

Open Questions

- What happens to current city properties (City Hall, Senior Center, library building) if campus moves to O'Reilly? Developer interest noted but no commitments.
- How to address downtown vitality concerns if civic anchors relocate; final Council report should include specific suggestions for maintaining downtown economic health.
- City boundary/urban growth boundary raised and dismissed as impractical given voter-approved UGB and service cost implications.

Action Items

- **Fred:** Draft expanded subcommittee scope document; distribute by next day.
- **Phill / Finance subcommittee:** Contact iBank; continue owner negotiations and potential tenant outreach.
- **New Grants subcommittee (Fred + Mayor + volunteers):** Begin Resilience Center and Transformative Climate grant applications before September deadline.
- **Gary (Senior Center):** Explore whether Senior Center grant staff can assist with grant writing effort.

- **Staff (Mary):** Submit request to Agenda Review Committee for **20+ minute presentation slot** at September 15th Council meeting.
 - **Kent:** Confirm O'Reilly third-floor room availability for August 13th at 3:00 PM.
 - **Committee:** Prepare public-facing presentation for August 13th including site comparison, financial summary, and stakeholder testimonials.
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Next Meeting

- **Regular committee meeting:** August 11th (standard location)
- **Public outreach workshop:** August 13th, 3:00 PM — O'Reilly campus (publicly noticed, with presentation and building tours)