



COUNTY OF SONOMA

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

SUMMARY REPORT

Agenda Date: 5/6/2025

To: Sonoma County Board of Supervisors

Department or Agency Name(s): County Administrator's Office

Staff Name and Phone Number: Yvonne Shu and Inez Hernandez, 565-2431

Vote Requirement: Informational Only

Supervisorial District(s): Countywide

Title:

Quarterly Ad Hoc Update - First Quarter 2025

Recommended Action:

Receive first quarter updates on 2025 Board Ad Hoc Committees activities.

Executive Summary:

On January 7, 2025, the Board of Supervisors approved the Ad Hoc assignments including department liaison responsibilities for calendar year 2025. Staff will provide quarterly updates on Ad Hoc activities to keep the Board and public informed on progress made by the committees. Each committee is unique in its charter, outcomes, and process. Attachment A includes detailed information on each ad hoc and a summary of activities completed in this quarter is below.

Discussion:

The Ad Hoc committee assignments for calendar year 2025 are as follows:

Ad Hoc Committee	Supervisor Assigned	Department/Agency	Lead Staff	Ad Hoc Status
Code Enforcement	Rabbitt and Hopkins	Permit Sonoma	Tennis Wick and Scott Orr	In Progress
Potter Valley	Rabbitt and Gore	Sonoma Water	Grant Davis	In Progress
South Santa Rosa Annexation	Hermosillo and Coursey	County Administrator's Office	Christel Querijero and Maggie Luce	In Progress
Transient Occupancy Tax (TOT) Policy Review	Rabbitt and Gore	County Administrator's Office	McCall Miller	In Progress
Unincorporated Governance	Hermosillo and Hopkins	County Administrator's Office	Christel Querijero and Maggie Luce	In Progress

Code Enforcement: The ad hoc met twice in this quarter.

Agenda Date: 5/6/2025

February 27, 2025, agenda items included:

- Draft charter review, Committee assignments and meeting schedule
Directions to Staff: Bring back draft charter for 4/1/25 meeting.

April 1, 2025, agenda items included:

- Draft Charter revisions, code enforcement overview
Directions to Staff:
- Bring Charter to the Board on 5/6/25 for approval.

Potter Valley: There was no activity in the first quarter. Meetings will be scheduled as needed.

South Santa Rosa Annexation: The ad hoc met on February 14, 2025, and agenda items included:

- South Santa Rosa Specific Area Plan.
Direction to Staff:
- Continue coordination with City of Santa Rosa on the South Santa Rosa Specific Area Plan; prepare Board item to recommend use of District 3's District Formation Funds for anticipated request from the City of Santa Rosa for the planning effort as a precursor for potential annexation; follow up with District 5 about the parcels within the South Santa Rosa Specific Area Planning map and the draft annexation exploration map that fall within District 5.
- No future meetings are scheduled yet. The ad hoc committee plans to meet again when there is an update on the City of Santa Rosa's South Santa Rosa Specific Area Planning effort.

Transient Occupancy Tax (TOT) Policy Review: The ad hoc met on February 6, 2025, and March 19, 2025, and agenda items included:

- Draft Charter, Overview of Community Investment Fund Policy; FY 23-24 TOT Allocations.
Directions to Staff:
- Bring forward Charter for approval by the Board of Supervisors.

Unincorporated Governance: The ad hoc met on February 20, 2025, and agenda items included:

- Preview 2/22/25 All-MAC Convening content.
- District Formation Advisory Services RFP Update.
- District Formation Policy Update.
Directions to staff:
- Confirmation on details for the 2/22/25 convening's logistics and program.
- District Formation Advisory Services contract services should be available to communities that are just getting started as well as groups that have already done work to explore district formation options.
- Next Meeting is scheduled on 5/8/25.

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

No

Prior Board Actions:

2024 Quarterly Ad Hoc Updates: August 13, October 22, and January 28, 2025.

2023 Quarterly Ad Hoc Updates: April 18, September 19, December 5, and March 26, 2024.

Agenda Date: 5/6/2025

FISCAL SUMMARY

Narrative Explanation of Fiscal Impacts:

When applicable, Ad Hoc committee financial information will be included in their quarterly report.

Narrative Explanation of Staffing Impacts (If Required):

None

Attachments:

Attachment A - First Quarter Consolidated Ad Hoc Reports

Related Items “On File” with the Clerk of the Board:

None