



## COUNTY OF SONOMA

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

### SUMMARY REPORT

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**Agenda Date:** 8/12/2025

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**To:** Sonoma County Board of Supervisors  
**Department or Agency Name(s):** County Administrator's Office  
**Staff Name and Phone Number:** Yvonne Shu, 565-2431  
**Vote Requirement:** Informational Only  
**Supervisory District(s):** Countywide

**Title:**

Quarterly Ad Hoc Update - Second Quarter 2025

**Recommended Action:**

Receive second quarterly update on 2025 Board Ad Hoc Committees activities.

**Executive Summary:**

On January 7, 2025, the Board of Supervisors approved Board Ad Hoc assignments, including department liaison responsibilities for calendar year 2025. Staff provides 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.

**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
Agricultural	Gore and Hopkins	Agriculture Weights & Measure	Sue Ostrom	In Progress
Code Enforcement	Rabbitt and Hopkins	Permit Sonoma	Scott Orr	In Progress
Measure O	Coursey and Gore	Health Services	Alea Tantarelli	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	Peter Bruland and McCall Miller	In Progress

Unincorporated Governance	Hermosillo and Hopkins	County Administrator's Office	Christel Querijero and Maggie Luce	In Progress
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Agricultural Ad Hoc: The Board approved the ad hoc on May 6, 2025.

- Initial meeting is scheduled on July 29, 2025 and meeting details will be provided in the next quarterly ad hoc update.

Code Enforcement Ad Hoc: The ad hoc met on April 21, 2025, and June 9, 2025.

- Items on April 21, 2025 agenda included:
  - Staffing changes, discuss data request, topics for next meeting
  - Direction to staff: Bring back additional data
- Items on June 9, 2025 agenda included:
  - Review violation data by type
  - Direction to staff: Refine data by type for further discussion
- Next meeting is scheduled on July 28, 2025 and meeting details will be provided in the next quarterly ad hoc update.

Measure O Ad Hoc: The Board approved the ad hoc on May 6, 2025.

- The initial meeting was held on July 7, 2025 and items on the agenda included:
  - Review ad hoc charter, fiscal update, Measure O Notice of Funding Availability (NOFA) update, Measure O renewal
  - Direction to staff: Schedule monthly meetings through June 2026, provide Measure O fiscal tracking documents, focus on Measure O renewal, conduct analysis of Measure O spending by jurisdiction, initiate communication strategy
- Next meeting is scheduled for August 18, 2025

Potter Valley Ad Hoc: The ad hoc did not meet in the quarter.

- Staff have been engaging with the ad hoc as needed and there was an update presented to the full Board on the overall Potter Valley Project on [July 22, 2025 <https://sonoma-county.legistar.com/LegislationDetail.aspx?ID=7491655&GUID=9845D10F-704D-406D-A4BA-](https://sonoma-county.legistar.com/LegislationDetail.aspx?ID=7491655&GUID=9845D10F-704D-406D-A4BA-)

South Santa Rosa Annexation Ad Hoc: The ad hoc did not meet in the quarter.

- The ad hoc will meet when there is an update on the City of Santa Rosa Specific Area Planning effort. No future meeting is scheduled.

Transient Occupancy Tax (TOT) Policy Review Ad Hoc: The ad hoc did not meet in the quarter.

- Next meeting is scheduled on July 29, 2025, which had not yet occurred as of the finalization of this item. Meeting details will be provided in the next quarterly ad hoc update.

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**Unincorporated Governance Ad Hoc:** The ad hoc met on May 8, 2025 and items on agenda included:

- Debrief February 22, 2025 All-Municipal Advisory Council (MAC) Convening
- Update on revisions to the MAC Handbook
- Update on District Formation Advisory Services consultant work
- Enhanced Infrastructure Financing District (EIFD) Update
- Direction to staff: Bring back the following topics for future ad hoc meeting agenda:
  - Staffing and funding resources for MACs across the County
  - Resources and coordination for ongoing maintenance of smaller community parks in unincorporated areas.
- Next meeting is scheduled on August 13, 2025 and meeting details will be provided in the next quarterly ad hoc update.

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

No

**Prior Board Actions:**

2025 Quarterly Ad Hoc Updates: May 6.

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.

## **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 - Q2 2025 Consolidated Ad Hoc Report

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

None