



# SONOMA COUNTY BOARD OF SUPERVISORS AGENDA

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

Susan Gorin, First District  
David Rabbitt, Second District  
Shirlee Zane, Third District  
James Gore, Fourth District  
Lynda Hopkins, Fifth District

Sheryl Bratton, County Administrator  
Bruce Goldstein, County Counsel

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**Tuesday, September 10, 2019**

**8:30 AM**

**Board of Supervisors Chambers  
575 Administration Drive 102A**

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This is a simultaneous meeting of the Board of Supervisors of Sonoma County, the Board of Directors of the Sonoma County Water Agency, the Board of Commissioners of the Community Development Commission, the Board of Directors of the Sonoma County Agricultural Preservation and Open Space District, the Sonoma County Public Finance Authority, and as the governing board of all special districts having business on the agenda to be heard this date. The five District Supervisors also serve as the Board of Directors of the Sonoma County Water Agency, the Sonoma County Agricultural Preservation and Open Space District, the Sonoma County Public Finance Authority, and as the Board of Commissioners of the Community Development Commission. Each of the foregoing entities is a separate and distinct legal entity. The Board welcomes you to attend its meetings which are regularly scheduled each Tuesday at 8:30 a.m. Your interest is encouraged and appreciated.

**AGENDAS AND MATERIALS:** Agendas and most supporting materials are available on the Board's website at <https://www.sonoma-county.legistar.com/>. Due to legal, copyright, privacy or policy considerations, not all materials are posted online. Materials that are not posted are available for public inspection between 8:00 a.m. and 5:00 p.m., Monday through Friday, at 575 Administration Drive, Room 100A, Santa Rosa, CA.

**SUPPLEMENTAL MATERIALS:** Materials related to an item on this agenda submitted to the Board after distribution of the agenda packet are available for public inspection in the Board of Supervisors office at 575 Administration Drive, Room 100A, Santa Rosa, CA, during normal business hours.

**DISABLED ACCOMMODATION:** If you have a disability which requires an accommodation, an alternative format, or requires another person to assist you while attending this meeting, please contact the Clerk of the Board at (707) 565-2241 or [bos@sonoma-county.org](mailto:bos@sonoma-county.org) as soon as possible to ensure arrangements for accommodation.

**PUBLIC TRANSIT ACCESS TO THE COUNTY ADMINISTRATION CENTER:** Sonoma County Transit: Rt. 20, 30, 44, 48, 60, 62; Santa Rosa CityBus: Rt. 14; Golden Gate Transit: Rt. 80. For transit information call (707) 576-RIDE or 1-800-345-RIDE or visit or <http://www.sctransit.com/>

**APPROVAL OF THE CONSENT CALENDAR:** The Consent Calendar includes routine financial and administrative actions that are usually approved by a single majority vote. There will be no discussion on these items prior to voting on the motion unless Board Members request specific items be discussed and/or removed from the Consent Calendar. There will an opportunity for the public to comment on the consent calendar prior to it being voted upon.

**PUBLIC COMMENT:** Any member of the public may address the Board on a matter listed on the agenda. Commenters are requested to fill out a Speaker Card and to come forward to the podium when recognized by the Board Chair. Please state your name and limit your comments to the agenda item under discussion. Available time for comments is determined by the Board Chair based on agenda scheduling demands and total number of speakers.

**LANGUAGE INTERPRETERS:** Language services are available at all regular and special Board and Committee meetings if made at least 48 hours in advance of the meeting to help ensure availability. For more information or to request services: Contact (707) 565-2241.

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**BOARD CHAMBERS SECURITY SCREENING:** Security screening is conducted for all individuals attending Board meetings. Individuals planning to participate in Board meetings are advised to allow extra time to complete the screening process. The full policy can be found at <http://sonomacounty.ca.gov/Board-of-Supervisors/>

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**8:30 A.M. CALL TO ORDER****PLEDGE OF ALLEGIANCE****I. APPROVAL OF THE AGENDA**

(Items may be added or withdrawn from the agenda consistent with State law)

**II. CONSENT CALENDAR**

1. Gold Ridge Resource Conservation District Fund Transfer [2019-1228](#)  
Approval of the Resolution of the Board of Supervisors, County of Sonoma, State of California, authorizing the Auditor-Controller Treasurer-Tax Collector to establish a temporary fund transfer for Gold Ridge Resource Conservation District in an amount up to \$600,000. (Fourth and Fifth District)  
**Department or Agency Name(s):** Auditor-Controller-Treasurer-Tax Collector
2. Annual Financing for the Alternative Method of Property Tax Allocation (Teeter Plan) [2019-1278](#)  
for delinquent property taxes for the fiscal year ending 2018-19.  
Approve resolution authorizing the \$8,950,300 annual financing used to advance delinquent taxes to taxing jurisdictions in fiscal year 2018-19 and renew the issuance of \$6,790,800 in prior delinquent tax anticipation notes as authorized by the Alternative Method of Property Tax Allocation.  
**Department or Agency Name(s):** Auditor-Controller-Treasurer-Tax Collector
3. Fiscal Year 2019-20 Secured Property Tax Rates [2019-1298](#)
  - A) Adopt Concurrent Resolution of the Board of Supervisors of the County of Sonoma and the Board of Directors of the Sonoma County Water Agency, setting the Fiscal Year 2019-20 secured property tax rates including tax rates for all debt service funds within their jurisdictions.
  - B) Adopt Resolution of the Board of Supervisors, County of Sonoma, setting the Fiscal Year 2019-20 unitary, operating non-unitary, and railroad unitary tax rate for voter approved indebtedness.**Department or Agency Name(s):** Auditor-Controller-Treasurer-Tax Collector
4. Disbursement of Fiscal Year 2019-2020 Fifth District Community Investment Fund [2019-1244](#)  
Grant Awards  
Approve Community Investment Fund grant awards and Authorize the County Administrator, or designee, to execute an agreement with the following entity for a Community Investment Grant for FY 2019-2020: Los Cien Sonoma County Inc. - 4th Annual Mochilada; \$2,000 (Fifth District)  
**Department or Agency Name(s):** Board of Supervisors

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5. Response to the 2018-19 Civil Grand Jury Report [2019-1214](#)
- Approve the Board of Supervisors response to the 2018-19 Civil Grand Jury Report recommendations, and direct staff to formally transmit Sonoma County's complete set of responses to the 2018-19 Civil Grand Jury Report findings and recommendations.
- Department or Agency Name(s):** County Administrator, Health Services, Auditor-Controller-Treasurer-Tax Collector and General Services
6. Consolidation of November 5, 2019, Consolidated Elections [2019-0610](#)
- Adopt the resolution authorizing consolidation of the jurisdictions that have submitted a request for consolidation, as required by Elections Code 10402, and have measures to be placed before the voters or sufficient nominees to require election to be held on November 5, 2019. (Second, Third and Fifth District)
- Department or Agency Name(s):** Clerk-Recorder-Assessor
7. General District Election Appointments [2019-1276](#)
- Adopt the resolution appointing nominees to the office of Director of their respective districts for the following districts: Graton Community Services District, Glen Ellen Fire Protection District, Bodega Bay Public Utility District Office, Camp Meeker Recreation and Park District, Monte Rio Recreation and Park District, Russian River Recreation and Park District (F/T), Russian River County Water District, Sonoma Mountain County Water District, Timber Cove County Water District (F/T). (First and Fifth Districts)
- Department or Agency Name(s):** Clerk-Recorder-Assessor
8. Department of Health Services Public Health Staffing Allocations [2019-1255](#)
- A) Adopt a personnel resolution effective October 9, 2019 restoring 4.0 full-time equivalent Social Service Worker III allocations to support the Teen Parent Program and 0.80 full-time equivalent Public Health Nurse II to support the Home Visiting Initiative Program within the Department of Health Services through June 30, 2020.
- B) Authorize the Department of Health Services and the Human Services Department to adjust their fiscal year 2019-2020 budgets through the first quarter consolidated budget adjustments process.
- Department or Agency Name(s):** Health Services and Human Services
9. Department of Health Services Behavioral Health Staffing Allocations [2019-1304](#)
- A) Adopt a personnel resolution effective September 10, 2019 adding 13.70 full-time equivalent positions as detailed in the attached resolution within the Department of Health Services.
- B) Authorize the Department of Health Services to adjust their fiscal year 2019-2020 budget through the first quarter consolidated budget adjustments process.
- Department or Agency Name(s):** Health Services
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10. Hood Mountain-Lawson Backcountry Trail Construction Bid Award [2019-1219](#)
- A) Approve specifications, plans, and forms for the construction of the Hood Mountain-Lawson Backcountry Trail project.
- B) Award the construction contract for the Hood Mountain-Lawson Backcountry Trail Project to Yakima Construction Inc. (Contractor) in the amount of \$313,031 and authorize the Chair of the Board to execute the contract.
- (First District)
- Department or Agency Name(s):** Regional Parks
11. Los Angeles County Reciprocal Transportation of Prisoners Services Agreement [2019-1267](#)
- Authorize the Sheriff to execute a no cost agreement with Los Angeles County for the provision of reciprocal intrastate prisoner transportation services effective July 1, 2019, until terminated by either party. This Agreement benefits the public by implementing cost and operational efficiencies for Intra-state transports.
- Department or Agency Name(s):** Sheriff's Office
12. Annual Federal Equitable Sharing Agreement and Certification with the U.S. Department of Justice and the U.S. Treasury. [2019-1281](#)
- Authorize the Chairperson of the Board of Supervisors to execute an annual Federal Equitable Sharing Agreement and Certification with the U.S. Department of Justice and the U.S. Treasury, as timely annual reporting ensures eligibility for future funding.
- Department or Agency Name(s):** Sheriff's Office
13. Russian River Estuary Water Quality Studies [2019-1253](#)
- In an ongoing effort to better comply with environmental regulations and public health standards:
- A) Authorize Sonoma County Water Agency's General Manager to execute the Third Amended Agreement for Study of Russian River Estuary Circulation and Water Quality Monitoring (Seasons 2014-2021) with Regents of the University of California, on behalf of its Davis campus Bodega Marine Lab to continue to provide monitoring program assistance to evaluate the water quality, flow dynamics, and visual observations of coastal processes of the estuary and outlet channel. The amendment increases the amount by \$415,000, updates the scope of work, and extends the agreement term by two years for a new not-to-exceed agreement total of \$775,000 and end date of May 31, 2022. (Majority)
- B) Adopt a resolution authorizing adjustments to the Board Adopted Budget for Fiscal Year 2019-2020 for the Watershed Planning and Restoration fund in the amount of \$277,000. (4/5)  
(4/5th Vote Required)(Fifth District)
- Department or Agency Name(s):** Sonoma County Water Agency
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14. Amend Engineering and Design Services for Warm Springs Dam Hydropower Retrofit Project [2019-1254](#)

In an ongoing effort to improve efficiency and resiliency of the Warm Springs Dam facility: Authorize Sonoma County Water Agency's General Manager to execute the First Amended Agreement for Engineering and Design Services for Warm Springs Dam Hydropower Retrofit Project with Integrated Engineers & Contractors Corporation. The amended agreement increases the amount by \$264,853, expands the scope of work to include additional facility protection instrumentation to address code compliance requirements, new interconnection requirements required by Pacific Gas & Electric (PG&E), increase overall system functionality, and extend the agreement term by two years for a new not-to-exceed agreement total of \$909,337 and end date of December 31, 2021.

**Department or Agency Name(s):** Sonoma County Water Agency

15. Sonoma Booster Station Electrical Upgrade and Pumping Reliability Project [2019-1279](#)

- A) Adopt and approve the Project Manual and Drawings ("plans and specifications") entitled "Sonoma Booster Station Electrical Upgrade and Pumping Reliability Project."
- B) Authorize the General Manager of the Sonoma County Water Agency to sign Document 00650 (Agreement and Release of Any and All Claims), with County Counsel review, if any unresolved claims are listed by the contractor.
- C) Award the contract to TerraCon Constructors, Inc for the amount of \$3,833,721, and authorize the Chair of the Board to execute the contract.
- D) Delegate to the General Manager of the Sonoma County Water Agency or his designee the authority to approve design changes to the Project as may be necessary or appropriate in connection with change orders within the General Manager's authority pursuant to Resolution No. 04-0547.

(First District)

**Department or Agency Name(s):** Sonoma County Water Agency

16. Russian River Watershed Program and Sonoma County Watersheds Program [2019-1280](#)

In an ongoing effort to improve watershed health through monitoring and restoration projects:

- A) Authorize Sonoma County Water Agency's General Manager to execute the Second Amended Agreement for Funding of Russian River Watershed Program with Gold Ridge Resource Conservation District to continue to provide groundwater sustainability planning, reporting, and watershed health education and outreach. The second amended agreement increases the amount by \$100,000, and extends the agreement term two years for a new not-to-exceed agreement total of \$187,000 and end date of August 31, 2021.
- B) Authorize Sonoma County Water Agency's General Manager to execute the Agreement for funding of the Sonoma County Watersheds Program with Sonoma Resource Conservation District through August 31, 2021 in the not-to-exceed amount of \$120,000. Sonoma Resource Conservation District will conduct landowner outreach activities and provide funding development for watershed health and habitat restoration.
- C) Adopt a resolution authorizing adjustments to the Board Adopted Budget for Fiscal Year 2019-2020 for the Russian River Projects Fund, in the amount of \$55,000.

(4/5th Vote Requirement)

**Department or Agency Name(s):** Sonoma County Water Agency

17. Adoption of Ordinances Amending Sewer Lateral Provisions in Sanitation Codes [2019-1293](#)

Adopt Ordinances to amend the Sanitation Code of the Occidental County Sanitation District, Russian River County Sanitation District, and Sonoma County Water Agency Sanitation Zones to provide requirements for side sewer inspection and building sewer repair to reduce inflow and infiltration into the sewer collection systems. (Second Reading - Ready for Adoption) (Second, Third, Fourth and Fifth Districts)

**Department or Agency Name(s):** Sonoma County Water Agency, Russian River County Sanitation District, Occidental County Sanitation District, Airport/Larkfield/Wikiup Sanitation Zone, Geyserville Sanitation Zone, Penngrove Sanitation Zone and Sea Ranch Sanitation Zone

### APPOINTMENTS/REAPPOINTMENTS

18. A) Approve the appointment of Ethan Brown, Audra Verrier, Michael Pickens, and Erin Carlson to the Sonoma County Workforce Investment Board for a one-year term beginning September 10, 2019, and ending September 10, 2020. [2019-1260](#)  
B) Approve the reappointment of Ed Barr, Judy Coffey, Nancy Emanuele, Kristina Holloway, Roy Hurd, Stephen Jackson, David Tam, and Pedro Toledo to the Sonoma County Workforce Investment Board for a two-year term beginning September 10, 2019, and ending September 10, 2021.

**Department or Agency Name(s):** Human Services

19. Approve the Reappointment of Tom Martin to the Sonoma Valley Citizens Advisory Commission, Expiring on August 5, 2023. (First District) [2019-1339](#)

**Department or Agency Name(s):** Board of Supervisors

### PRESENTATIONS/GOLD RESOLUTIONS

#### PRESENTATIONS AT THE BOARD MEETING

(Gold resolutions are presented in the afternoon session at 1:30 P.M.)

20. Adopt a gold resolution recognizing September 15, 2019 through October 15, 2019 as Latino Heritage Month. (Fifth District) [2019-1000](#)

**Department or Agency Name(s):** Board of Supervisors

21. Adopt a gold resolution proclaiming September 2019 as Prostate Cancer Awareness Month. (Fourth District) [2019-1233](#)

**Department or Agency Name(s):** Board of Supervisors

22. Suicide Prevention Week 2019 [2019-1243](#)

Adopt a gold resolution proclaiming the week of September 8 through September 14, 2019 as Suicide Prevention Week in Sonoma County.

**Department or Agency Name(s):** Health Services

PRESENTATIONS AT A DIFFERENT DATE

23. Adopt a Gold Resolution honoring and commending the California Highway Patrol on its 90th Anniversary. (Countywide) [2019-1308](#)

**Department or Agency Name(s):** Board of Supervisors

24. Adopt a gold resolution recognizing the County employee participation in the annual Day of Caring event on Wednesday, September 11, 2019, in partnership with the City of Santa Rosa and United Way of the Wine Country. [2019-1310](#)

**Department or Agency Name(s):** Human Resources

25. Adopt a Gold Resolution to Traci Tesconi for thirty-two years of county service. [2019-1323](#)

**Department or Agency Name(s):** Permit and Resource Management

**III. REGULAR CALENDAR**

26. Retiree Extra-Help Appointment for the Department of Health Services [2019-1305](#)

Pursuant to Government Code Section 7522.56, approve the appointment of Scott Wilson as an Information Technology Analyst III Retiree Extra-Help in order to fill a critically needed position within 180 days of his retirement, with an appointment date as early as September 10, 2019.

**Department or Agency Name(s):** Health Services

**ITEM #27 REMOVED FROM THE REGULAR CALENDAR BY ADDENDUM**

27. Department Head Personal Services Agreement - Human Services Director [2019-1306](#)

Authorize the Chair of the Board to execute the second amendment to the Personal Services Agreement with Karen Fies as the Director of the Sonoma County Human Services Department, extending the term of the agreement from September 27, 2019 to September 26, 2021, continuing the "I" step in the position's salary range, and eligibility for other County benefits in accordance with Salary Resolution 95-0925.

**Department or Agency Name(s):** Human Resources

28. 9:00 A.M.- Photovoltaic Energy Systems for the Charles M. Schulz - Sonoma County Airport and County Fleet Operations Division Building at the County Campus [2019-1261](#)

A) Hold a public hearing pursuant to Government Code Section 4217.12 that creates a procurement methodology for solar power purchase and similar agreements allowing the County to perform a best value procurement in light of the benefits of the system to the County.

B) Make the determination and findings that the terms of this proposed Solar Services Agreement with ForeFront Power are in the best interest of the County as described in the discussion of this report.

C) Adopt a Resolution incorporating the determination and findings required by Government Code 4217.12, along with delegating authority for administration of the contemplated agreement and finding the contemplated solar photovoltaic systems to be exempt under the California Environmental Quality Act (CEQA).

D) Authorize the Chair to execute a Power Purchase Agreement with ForeFront Power for an approximate 834kW (DC) sized photovoltaic parking lot canopy system at the Airport Long-Term Parking Lot B, with an alternate location at the Airport Long-Term Parking Lot A, and an approximately 77.76kW (DC) sized system, roof mounted to the top of the Fleet Operations Building at the County Campus.

**Department or Agency Name(s):** Transportation and Public Works and General Services



**ITEM #29 RECOMMENDED ACTION REVISED BY ADDENDUM**

29. Airport Letter of Credit to Fulfill Environmental Permitting Requirements Associated with the Runway Safety Area (RSA) Construction Project [2019-1269](#)

- A) Authorize the Director of Transportation and Public Works to enter into a Continuing Reimbursement Agreement for Letters of Credit with US Bank (“Bank”), whereby the Airport may request that the Bank issue letters of credit according to the terms of the Airport’s application(s) and which grant Bank a security interest in an Airport bank account to be opened at Bank;
- B) Authorize the Director of Transportation and Public Works to enter into a Possessory Collateral Pledge Agreement with Bank, which requires Airport to maintain an account at Bank at 105% of the amount of the Letters of Credit to serve as collateral;
- C) Authorize the Director of Transportation and Public Works to submit an Application to Bank for a Letter of Credit in favor of the U.S. Army Corps of Engineers in the amount of \$49,005 pursuant to the requirement of the terms of the biological opinion for the Airport Runway Safety Enhancement Project issued by the USFW for a performance bond that is 20% of the cost of construction; and
- D) Authorize the Director of Transportation and Public Works to submit an Application to Bank for a Letter of Credit in favor of the U.S. Army Corps of Engineers in the amount of \$75,686 pursuant to the requirement of Interim Management Plan for interim management of the site.
- E) Authorize the Director of Transportation and Public Works to execute and record Conditions, Covenants, and Restrictions regarding the Airport Creek Riparian Mitigation Area as required by the approved mitigation measures, and execute a certificate of acceptance pursuant to Government Code section 27281 regarding same.

**Department or Agency Name(s):** Transportation and Public Works

30. Deferred Maintenance Fund Priorities for FY 2019-20 [2019-1309](#)

- A) Accept a report on the current status and prioritization of FY 19/20 recommended deferred maintenance projects for General Fund supported properties and Enterprise Fund supported properties in Bodega Bay.
- B) Adopt a resolution approving budget adjustment to the FY 19/20 Budget in the amount of \$3,120,000, using Deferred Maintenance funds to complete the recommended high priority deferred maintenance projects in FY 19/20. (4/5th)  
(4/5th Vote Required)

**Department or Agency Name(s):** General Services, Regional Parks and County Administrator

31. Fee Waiver [2019-0945](#)

Approve a fee waiver in the amount of \$385 by Boy Scouts of America Redwood Empire Council for use of the Santa Rosa Veterans Memorial Building. (Third District)

**Department or Agency Name(s):** Board of Supervisors

**IV. PUBLIC COMMENT ON CLOSED SESSION ITEMS****V. CLOSED SESSION CALENDAR**

32. The Board of Supervisors and the Board of Directors of the Community Development Commission will consider the following in closed session: Conference with Legal Counsel - Existing Litigation - *Vannucci v. County of Sonoma*, 18-cv-01955-VC (N.D. Cal.) (Government Code Section 54956.9(d)(1).) [2019-1395](#)
33. The Board of Supervisors will consider the following in closed session: Conference with Legal Counsel - Existing Litigation - . Participation in proceedings of the California Public Utilities Commission, including Rulemaking 18-12-005. (Government Code Section 54956.9(d)(1).) [2019-1375](#)

**ITEM #33A ADDED TO THE CLOSED SESSION CALENDAR BY ADDENDUM**

- 33A. The Board of Supervisors will consider the following in closed session: Conference with Labor Negotiators (Govt. Code section 54957.6); Agency designated representative: Sheryl Bratton; Unrepresented employee: Human Services Director. [2019-1409](#)
34. The Board of Supervisors, the Board of Directors of the Water Agency, the Board of Commissioners of the Community Development Commission, and the Board of Directors of the Agricultural Preservations And Open Space District will consider the following in closed session: Conference with Labor Negotiators: Agency Negotiators: Christina Cramer/Janie Carduff, County of Sonoma and Rick Bolanos, Liebert Cassidy & Whitmore. Employee Organizations: All. Unrepresented employees: All, including retired employees. (Government Code section 54957.6). [2019-1299](#)

**VI. REGULAR AFTERNOON CALENDAR****VII. RECONVENE FROM CLOSED SESSION****VIII. REPORT ON CLOSED SESSION****IX. 1:30 P.M. - PRESENTATIONS/GOLD RESOLUTIONS****X. 1:50 P.M. - PUBLIC COMMENT ON MATTERS NOT LISTED ON THE AGENDA BUT WITHIN THE SUBJECT MATTER JURISDICTION OF THE BOARD AND ON BOARD MEMBER REPORTS**

(Comments are restricted to matters within the Board's jurisdiction. The Board will hear public comments at this time for up to thirty minutes. Each person is usually granted time to speak at the discretion of the Chair. Any additional public comments will be heard at the conclusion of the meeting. While members of the public are welcome to address the Board, under the Brown Act, Board members may not deliberate or take action on items not on the agenda.)

35. Housing Needs and Resources for Transition-Age Youth [2019-0443](#)  
Accept Presentation on Housing Needs and Resources for Transition-Age Youth. (Informational Only)  
**Department or Agency Name(s):** Human Services and Community Development Commission
36. Amendment to Ordinance No. 6174 which established the Independent Office of Law Enforcement Review and Outreach (“IOLERO”) in 2015 - First Reading [2019-1284](#)  
Adopt a Resolution introducing, reading title of and waiving further reading of an amendment to Ordinance No. 6174 making changes to the appointment authority for membership on IOLERO’s Community Advisory Council (CAC).  
**Department or Agency Name(s):** Independent Office of Law Enforcement Review and Outreach

**XI. BOARD MEMBER REPORTS ON ASSIGNED BOARDS, COUNCILS, COMMISSIONS OR OTHER ATTENDED MEETINGS**

37. Permit and Resource Management Department: Review and possible action on the following: [2019-1295](#)  
Acts and Determinations of Planning Commission/Board of Zoning Adjustments  
Acts and Determinations of Project Review and Advisory Committee  
Acts and Determinations of Design Review Committee  
Acts and Determinations of Landmarks Commission  
Administrative Determinations of the Director of Permit and Resource Management  
(All materials related to these actions and determinations can be reviewed at:  
<http://sonomacounty.ca.gov/PRMD/Boards-Commissions-and-Committees/>)

**XII. ADJOURNMENT**

NOTE: The next regular meeting will be held on September 17, 2019.

(All dates are tentative until each agenda is finalized)