

YVCOG EXECUTIVE COMMITTEE MEETING MINUTES
August 15, 2016

CALL TO ORDER

John Hodkinson, Vice Chairman, called the August 15, 2016 meeting of the YVCOG Executive Committee to order at 2:47pm

ROLL CALL &
INTRODUCTIONS

Members present: John Hodkinson, Mike Leita, Dan Olson, and Janice Gonzales, Maureen Adkison
Members Absent: Jim Restucci and Mario Martinez
YVCOG staff present: Chris Wickenhagen, Tami Hayward, and Jessica Hansen
Others present:
A quorum was present.
**Indicates notice of absence received prior to meeting.*

APPROVAL OF MINUTES

Mr. Leita moved to approve the minutes from the July 18, 2016 minutes Ms. Adkison seconded. The motion carried.

PUBLIC COMMENT POLICY

It is the policy of the Yakima Valley Executive Committee to accept public comment on agenda items at the time the item is being discussed. Public comments regarding items not on the agenda will be heard at the end of the meeting.

OLD BUSINESS

NEW BUSINESS

Associate Membership

Ms. Wickenhagen presented Yakima Housing Authority's application for Associate Membership. Yakima Housing Authority has expressed an interest in grant assistance. Mr. Leita moved to accept Yakima Housing Authority's associate application. Ms. Adkison seconded. Motion carried.

Contracts

Ms. Wickenhagen presented a sub recipient agreement for the City of Wapato. The City of Wapato is requesting a GMA periodic update and CDGB planning only grant. Ms. Wickenhagen also presented a Yakima Housing Authority agreement requesting a professional service agreement for grant assistance. Mr. Leita moved to accept both the City of Wapato and Yakima Housing Authority's agreements. Ms. Gonzales seconded. Motion Carried.

Approval of Vouchers

Vouchers were audited and certified by the Auditing Officer as required by RCW 42.24.080, those expense reimbursement claims certified as required by RCW 42.24.090, and have been recorded on a listing which has been made available to the Executive Committee.

As of this date, the Executive Committee approved for payment those claims and payroll vouchers in the list as follows: payroll vouchers numbered AUG-16-001 through AUG-16-006 in the total amount of \$99,875.00, and claim vouchers numbered AUG-16-007 through AUG-16-035 in the total amount of \$28,876.11. Ms. Gonzales moved to approve the August Vouchers * Mr. Olson seconded this motion. Motion carried.

Homeless Program Update

Ms. Wickenhagen reported that the Homeless Draft 5-year plan will be ready for review at the next Executive Committee meeting.

Monthly Budget Report

Ms. Wickenhagen presented the July 2016 Monthly Budget Report* showing a revenue balance of \$23,070.15. Mr. Leita moved to approve the monthly budget report. Mr. Olson seconded. Motion carried.

*2017 YVCOG Budget
Development*

Ms. Wickenhagen reported on the 2017 budget development and stated that the budget subcommittee had reviewed and discussed the current budget recommendations. The proposed budget is for their review to be voted on during the next Executive Committee meeting to be presented to the General Membership for approval in October. During this review of the budget Mr. Leita asked if YVCOG has a policy for a reserve amount. Ms. Wickenhagen reported that there isn't a policy, but that the beginning fund balance is equivalent to approximately three (3) months expenses. He requested staff develop and submit a policy for their review and consideration.

General Membership Meeting

Ms. Wickenhagen reported that the General Membership meeting will be held in Sunnyside, WA. The program will be legislative updates.

OTHER BUSINESS


PUBLIC COMMENT

ADJOURN

With no other business, Mr. Hodkinson adjourned the meeting at 4:23p.m.

Respectfully submitted,


James A. Restucci, YVCOG Executive Committee Chair


Date signed

ATTEST:


Jessica Hansen, Office and Communication Specialist