



## YVCOG EXECUTIVE COMMITTEE AGENDA

Monday, May 21, 2018  
1:30 p.m.

The 300 Building  
311 North 4<sup>th</sup> St, Suite 204, Yakima

### YVCOG EXECUTIVE COMMITTEE MEMBERS:

Jim Restucci, Chair, City of Sunnyside,  
John Hodkinson, Vice-Chair, City of Union Gap  
Janice Gonzales, Council Member, City of Zillah  
Brad Hill, Council Member, City of Yakima  
Mike Leita, Commissioner, Yakima County  
Bill Moore, Council Member, City of Grandview  
Dan Olson, Member-at-Large

- ❖ **CALL TO ORDER** – The May 21, 2018 meeting of the YVCOG Executive Committee will come to order at \_\_\_ p.m.
- ❖ **INTRODUCTIONS / ROLL CALL**
- ❖ **PUBLIC COMMENT POLICY** – *It is the policy of the YVCOG 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*

### NEW BUSINESS

#### 1. Consent Agenda

*Larry Mattson, Executive Director*

*The items listed below may be acted upon by a single motion and second of the Executive Committee. By the simple request to the Chair, any Executive Committee Member may remove items from the Consent Agenda for separate consideration after the adoption of the remainder of the Consent Agenda items.*

- A. Approval of Minutes: pp. 3-5
- B. April 23, 2018 YVCOG Executive Committee Meeting
- C. Approval of Payroll: As of May 18, 2018, approve payroll vouchers MAY-18-001 through MAY-18-006 in the amount of \$91,235.00 through electronic fund transfers. pp. 6-8
- D. Approval of Accounts Payable Vouchers: As of May 18, 2018, approve claim vouchers numbered MAY-18-007 through MAY-18-049 in the total amount of \$249,763.77. pp. 6-8
- E. Monthly Budget Report, April 2018 pp. 9-12
- F. City of Granger: Amendment to 2018 Technical Assistance Contract and an A La Carte Professional Service Agreement for \$2,500.00. pp. 13-14
- G. Contract Amendment: WA State Dep't of Commerce CHG – additional \$16,006.00 for Housing and Essential Needs to be spent by 6/30/18 pp. 15-20

**Action: Approve Consent Agenda. "I move to approve the Consent Agenda."**

#### 2. Executive Director's Correspondence

*Larry Mattson, Executive Director*

- City of Yakima Request for Reconsideration of RFP Scoring Appeal Denial pp. 21-22

3. Homeless Program Grant Agreement pp. 23-31  
*Larry Mattson, Executive Director*
- Continuum of Care Grant Agreement between U.S. HUD and YVCOG  
*Action: Review, approve and authorize*  
*"I move to authorize the Chair to sign the Continuum of Care Grant Agreement."*

4. 2018 YVCOG Budget Amendment pp 32-33  
*Chris Wickenhagen, Deputy Director*
- Review of the May 16, 2018 budget amendment approved by General Membership  
*Action: Information*

5. Program Updates

- A. Planning Program – Mike Shuttleworth, Planning Manager  
*Action: Information*

B. Homeless Program

- Program Update - *Crystal Testerman, Homeless Program Manager*
- Advisory Committee: Special Executive Committee Meeting May 24, 2018 at 1:30 p.m.  
*Action: Information*

C. YVCOG September 19th General Membership Meeting in Zillah

*Larry Mattson, Executive Director*

- Location: Zillah Civic Center  
Speakers: State Representatives  
Topic: Legislative Update
- Hosting for October 17th and December 12<sup>th</sup> GM meetings available.
- January 2019 will be in Toppenish.

*Action: Information*

**OTHER BUSINESS**

- "Jurassic Parliament" class by Ann Macfarlane. Wednesday, July 11<sup>th</sup> at the Chamber. *Table*

**PUBLIC COMMENT**

**ADJOURN**

*YVCOG ensures full compliance with Title VI of the Civil Rights Act of 1964 by prohibiting discrimination against any person on the basis of race, color, national origin, or sex in the provision of benefits and services resulting from its federally assisted programs and activities. For questions regarding YVCOG's Title VI Program, you may contact the Title VI Coordinator at 509.574.1550.*

*If you need special accommodations to participate in this meeting, please call us at 509.574.1550 by 10:00 a.m. three days prior to the meeting. For TDD users, please use the state's toll-free relay service, 800.833.6388 and ask the operator to dial 509.574.1550.*

YVCOG EXECUTIVE COMMITTEE MEETING MINUTES  
April 23, 2018

CALL TO ORDER

Chair James Restucci called the April 23, 2018 meeting of the YVCOG Executive Committee to order at 1:48 p.m.

ROLL CALL &  
INTRODUCTIONS

- Members present: James Restucci, John Hodkinson, Bill Moore, Brad Hill, Janice Gonzales, Mike Leita
- Members absent: Dan Olson\*
- YVCOG staff present: Larry Mattson, Chris Wickenhagen, Crystal Testerman and Jodi Smith
- Others present: Kathy Coffey, Sara Watkins, Andy Ferguson
- A quorum was present.

*\*Indicates notice of absence received prior to meeting.*

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.

NEW BUSINESS  
*Executive Director's  
Correspondence\**

Mr. Mattson reported on:

- Regional Summit – Initial survey results have positive feedback
- Innovative Broadband Solutions is a concept that Partners for Rural Washington is promoting to help rural areas grow and prosper.
- Homeless Program Contract Compliance – email from citizen Kay Funk. Encouraged her to attend Executive Committee meeting, and to voice her concerns at the Yakima City Council meetings. Mr. Hill has stated that private citizen statements have been encouraged to use the appropriate channels.
- Interagency Multijurisdictional System Improvement Team (IMSIT) – State looking at public works board and common revenue streams that help local cities and the County with infrastructure. They are looking at a more holistic funding approach that dovetails with the YVCOG's Healthy Cities initiative.

*Action: Information*

*Consent Agenda\**

Mr. Leita moved to approve the Consent Agenda.  
Mr. Hodkinson seconded the motion. The Consent Agenda was approved 6-0 as presented. Motion to move consent agenda to Item #1 for future meetings was approved without objection. So ordered by the Chair.

*Ratification of Vouchers\**

Ms. Wickenhagen presented information on the revision of March 2018 Voucher Register to include payment to New Suncadia, LLC for MAR-19-055 in the amount of \$10,126.30.  
Motion to ratify voucher MAR-19-055. Mr. Leita moved to ratify approval. Ms. Gonzales seconded. Voucher was ratified.

*2017 Annual Report Review\**

Ms. Wickenhagen reported on YVCOG financial statements as submitted to the State Auditor. They review financial transactions, contract, policies and procedures, SAS 115. The Executive Committee is the body that is responsible for the financial health of YVCOG. Although the Executive Committee is responsible, YVCOG also submits the report to a CPA for review. YVCOG is pleased to report that this

is the 28<sup>th</sup> year of 0 Findings.

Ms. Wickenhagen provided a summary of the report. The CPA has reviewed the report and has found no issues. There was a recommendation to provide additional support documentation.

Motion to authorize chair to sign after reviewed by independent consultant was made by Ms. Gonzales and seconded by Mr. Leita. Motion passes.

### *Program Updates*

**Planning Program:** Mr. Mattson reported on program updates in the absence of Mr. Shuttleworth, including: subdivisions in Mabton, a rezone in Grandview, a subdivision and several permit activities in Granger, and several big projects in Union Gap. Kudos from City Manager Arlene Fisher for a great job by Mike Shuttleworth.

**Homeless Program:** Ms. Testerman reported on the following -

- RFP application process. Contracts will be executed on July 1<sup>st</sup> for one year of funding. These will be modified later to include year two as reasonably expected funding becomes available.
- CHG monitoring report from Department of Commerce found YVCOG in complete compliance, with one discrepancy for HMIS data entry from one provider. YVCOG is working with the provider and they have corrected the issue.
- Subgrantee monitoring audits have been completed for 2 more providers. Funds are being withheld from one agency until compliance standards are met. Appropriate training has been setup to assist with compliance.
- Community impact visits – staff are making site visits and portfolios are being compiled
- Tiny Homes Development Update: Andy Ferguson reported on pioneering and piloting a project for Tiny Homes. Members of the Executive Committee discussed the status of homeless housing, services and resources.

Ms. Coffey stated that Yakima City Council has full confidence in Mr. Hill and his representation on the Executive Committee of YVCOG.

At the end of discussion, Mr. Leita stated that he saw a general consensus that we need to find a permanent site.

**Advisory Committee:** Mr. Mattson reported that the chair of the Committee, Lowell Krueger, has requested Thursday, May 24<sup>th</sup> to report on their work. A quorum of the Executive Committee is available to meet at 1:30 p.m. With no objections, Chair Restucci so ordered. A Special Meeting notice will be published.

*Action: Information*

### *May 2018 YVCOG General Membership Meeting*

May 16, 2018 General Membership meeting in Union Gap at The Barn.

### **OTHER BUSINESS**

Mr. Mattson invited Bill Moore and Brad Hill to meet for an orientation 11:30 a.m.-1:00 p.m. on May 21<sup>st</sup>, with lunch provided. Anyone is welcome to join them.

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PUBLIC COMMENT

Ms. Watkins had a question regarding the portion of the RFP that had no qualified applicants. Mr. Mattson stated that YVCOG will meet with the City of Yakima in the next week. A determination will be made afterward.

ADJOURN

With no other business, Chair Restucci adjourned the meeting at 3:48 p.m.

Respectfully submitted,

\_\_\_\_\_  
James A. Restucci, YVCOG Executive Committee Chair

\_\_\_\_\_  
Date signed

ATTEST:

\_\_\_\_\_  
Jodi Smith, Office Specialist

**VOUCHER REGISTER AND APPROVAL**

We the undersigned representatives of the Yakima Valley Conference of Governments; Yakima County Washington; do hereby certify the merchandise or services hereinafter specified have been approved for payment in the total amount of \_\_\_\_\_ this ~~3340,997.77~~ **3340,997.77** May, 2018.

Mike Leita - Yakima County

Brad Hill - Yakima

Jim Restucci - Sunnyside

John Hodgkinson - Area 1

Janice Gonzales - Area 2

Bill Moore - Area 3

Dan Olson - Member-at-Large

VOUCHER #	PAYEE	PURCHASE	AMOUNT	WARRANT #
<b>2018</b>				
MAY-18-001	YVCOG	Salaries & Wages, *May*	\$67,000.00	
MAY-18-002	YVCOG	Retirement, *May*	\$8,510.00	
MAY-18-003	YVCOG	Social Security / Medicare, *May*	\$4,800.00	
MAY-18-004	YVCOG	Medical, *May*	\$9,900.00	
MAY-18-005	YVCOG	Worker's Compensation, *May*	\$210.00	
MAY-18-006	YVCOG	Unemployment, *May*	\$815.00	
MAY-18-007	Catholic Charities	Homeless Services	\$25,000.00	
MAY-18-008	Entrust	Homeless Services	\$0.00	
MAY-18-009	Lower Valley Crisis Service	Homeless Services	\$5,000.00	
MAY-18-010	People for People	Homeless Services	\$350.00	
MAY-18-011	Rod's House	Homeless Services	\$500.00	
MAY-18-012	Transform Yakima Together	Homeless Services	\$45,000.00	
MAY-18-013	Yakima Valley Farmworkers/NCAC	Homeless Services	\$30,000.00	
MAY-18-014	Yakima Neighborhood Health Svcs	Homeless Services & CSRC demolition	\$85,000.00	
MAY-18-015	YWCA	Homeless Services	\$30,000.00	
MAY-18-016	Alliant Communications	Phone System - Voice Partner Plan	\$172.04	
MAY-18-017	Allstream (formerly Integra Telecom)	DSL/Phone Service	\$1,000.00	
MAY-18-018	Conference of Governments	Petty Cash reimbursement	\$200.00	
MAY-18-019	Graf Investments	Rent/Janitorial Services	\$6,541.74	
MAY-18-020	Key Bank	Bank Fees	\$100.00	
MAY-18-021	LiftForward - Microsoft Surface Plus for Business	Surface Pro Computer - Business Membership	\$575.00	
MAY-18-022	Meyer, Fluegge & Tenney	Professional Legal Services	\$500.00	
MAY-18-023	Printing Department	Purchasing Support, Printing	\$200.00	
MAY-18-024	US Bank (JR)	P-card Purchases	\$2,500.00	
MAY-18-025	US Bank (LM)	P-card Purchases	\$5,000.00	
MAY-18-026	US Bank (TH)	P-card Purchases	\$5,000.00	
MAY-18-027	USPS	Postage	\$100.00	
MAY-18-028	Xerox Corp	Copier Lease & Maintenance Agrmt	\$700.00	
MAY-18-029	Yakima County	Technology Support, etc.	\$1,217.04	
MAY-18-030	Yakima Waste Systems	Recycle service	\$24.00	
MAY-18-031	Alan Adolf	Registration/Travel Reimbursement	\$250.00	
MAY-18-032	Brian Galloway	Registration/Travel Reimbursement	\$20.00	
MAY-18-033	Chris Wickenhagen	Registration/Travel Reimbursement	\$50.00	
MAY-18-034	Crystal Testerman	Registration/Travel Reimbursement	\$200.00	
MAY-18-035	Jodi Smith	Registration/Travel Reimbursement	\$50.00	
MAY-18-036	Lance Larsen	Registration/Travel Reimbursement	\$50.00	
MAY-18-037	Lauris Mattson	Registration/Travel Reimbursement	\$300.00	
MAY-18-038	Mike Shuttleworth	Registration/Travel Reimbursement	\$200.00	
MAY-18-039	Tamara Hayward	Registration/Travel Reimbursement	\$50.00	
MAY-18-040	William Denton	Registration/Travel Reimbursement	\$20.00	
MAY-18-041	Daily Sun News	June M/RTIP Amendment - English/Spanish	\$250.00	
MAY-18-042	Daily Sun News	Phase 35 Funding	\$412.50	
MAY-18-043	Daily Sun News	Special Meeting Notice - English/Spanish	\$71.25	
MAY-18-044	Office Depot	Miscellaneous Office Supplies	\$500.00	
MAY-18-045	Ron Cubellis	Review YVCOG's 2017 Annual Report	\$543.75	
MAY-18-046	Sound Employment Solutions	Professional HR Services	\$500.00	
MAY-18-047	Yakima Herald-Republic & El Sol	Special Meeting Notice - English & Spanish	\$157.70	
MAY-18-048	Yakima Herald-Republic & El Sol	June M/RTIP Amendment - English & Spanish	\$350.00	
MAY-18-049	Yakima Herald Republic	Phase 35 Funding	\$1,107.75	
<b>GRAND TOTAL</b>			<b>\$340,997.77</b>	

## INVOICE REGISTER AND APPROVAL

I certify under penalty of perjury under the laws of the State of Washington that the materials have been furnished, the services rendered or the labor performed as described herein, and that I am authorized to authenticate and certify said claims in the amount of **\$336,234.82**

		Auditing Officer		
	VENDOR	INVOICE #	AMOUNT	WARRANT #
	<b>2018</b>			
1	Salaries & Wages, *May*	MAY-18-001	\$67,000.00	
2	Retirement, *May*	MAY-18-002	\$8,510.00	
3	Employment Security Dept/Social Security, *May*	MAY-18-003	\$4,800.00	
4	Employee Benefit Trust/Medical, *May*	MAY-18-004	\$9,900.00	
5	Worker's Compensation/Worker's Comp, *May*	MAY-18-005	\$210.00	
6	Employment Security Dept/Unemployment, *May*	MAY-18-006	\$815.00	
7	Catholic Charities - Homeless services	MAY-18-007	\$25,000.00	
8	Entrust - Homeless Services	MAY-18-008	\$0.00	
9	Lower Valley Crisis Service - Homeless services	MAY-18-009	\$5,000.00	
10	People for People - Homeless services	MAY-18-010	\$350.00	
11	Rod's House - Homeless services	MAY-18-011	\$500.00	
12	Transform Yakima Together - Homeless services	MAY-18-012	\$45,000.00	
13	Yakima Valley Farmworkers/NCAC - Homeless services	MAY-18-013	\$30,000.00	
14	Yakima Neighborhood Health - Homeless services	MAY-18-014	\$85,000.00	
15	YWCA - Homeless services	MAY-18-015	\$30,000.00	
16	Alliant Communications - Phone System Service & Support	MAY-18-016	\$172.04	
17	Allstream - DSL/Phone Service	MAY-18-017	\$1,000.00	
18	Conference of Governments - petty cash reimbursement	MAY-18-018	\$200.00	
19	Graf Investments - Rent/Janitorial, *June*	MAY-18-019	\$2,197.28	
20	Graf Investments - Rent/Janitorial, *June*	MAY-18-019	\$4,344.46	
21	Key Bank - Monthly banking fees	MAY-18-020	\$100.00	
22	LiftForward - Microsoft Surface Plus for Business - monthly computer business membership	MAY-18-021	\$575.00	
23	Meyer, Fluegge, & Tenney - Professional Legal Services	MAY-18-022	\$500.00	
24	Printing Department - Purchasing support / printing	MAY-18-023	\$200.00	
25	US Bank (JR) - P-card	MAY-18-024	\$2,500.00	
26	US Bank (LM) - P card	MAY-18-025	\$5,000.00	
27	US Bank (TH) - P-card	MAY-18-026	\$5,000.00	
28	USPS - Postage reimbursement	MAY-18-027	\$100.00	
29	Xerox Corp / Copier Lease	MAY-18-028	\$700.00	
30	Yakima County Technology Services	MAY-18-029	\$1,217.04	
31	Yakima Waste Systems	MAY-18-030	\$24.00	
32	Alan Adolf, *May*	MAY-18-031	\$250.00	
33	Brian Galloway, *May*	MAY-18-032	\$20.00	
34	Chris Wickenhagen, *May*	MAY-18-033	\$50.00	
	<b>Sub Total</b>		<b>\$336,234.82</b>	

**INVOICE REGISTER AND APPROVAL**

I certify under penalty of perjury under the laws of the State of Washington that the materials have been furnished, the services rendered or the labor performed as described herein, and that I am authorized to authenticate and certify said claims in the amount of **\$4,762.95**

Auditing Officer

	<b>VENDOR</b>	<b>INVOICE #</b>	<b>AMOUNT</b>	<b>WARRANT #</b>
35	Crystal Testerman, *May*	MAY-18-034	\$200.00	
36	Jodi Smith, *May*	MAY-18-035	\$50.00	
37	Lance Larsen, *May*	MAY-18-036	\$50.00	
38	Larry Mattson, *May*	MAY-18-037	\$300.00	
39	Mike Shuttleworth, *May*	MAY-18-038	\$200.00	
40	Tamara Hayward, *May*	MAY-18-039	\$50.00	
41	William Denton, *May*	MAY-18-040	\$20.00	
42	Daily Sun News - June M/RTIP Amendment (Eng/Spain)	MAY-18-041	\$250.00	
	Daily Sun News - Phase 35 Funding	MAY-18-042	\$412.50	
43	Daily Sun News - Special Meeting Notice (5/24/18)	MAY-18-043	\$71.25	
44	Office Depot - Miscellaneous office supplies	MAY-18-044	\$500.00	
45	Ron Cubellis - Review YVCOG's 2017 Annual Report	MAY-18-045	\$543.75	
46	Sound Employment Solutions - Prof. HR Services	MAY-18-046	\$500.00	
47	Yakima Herald Republic - Special Mtg. Notice (Eng)	MAY-18-047	\$105.50	
48	Yakima Herald Republic / El Sol - Special Mtg. Notice (Spanish) (5/24/18)	MAY-18-047	\$52.20	
49	Yakima Herald Republic - June M/RTIP Amendment	MAY-18-048	\$250.00	
50	Yakima Herald Republic / El Sol - June M/RTIP Amendment (Spanish)	MAY-18-048	\$100.00	
51	Yakima Herald Republic - Phase 35 Funding	MAY-18-049	\$1,107.75	
52				
53				
54				
55				
	<b>Sub Total</b>		<b>\$4,762.95</b>	
	<b>May 2018 GRAND TOTAL</b>		<b>\$340,997.77</b>	



**YVCOG Executive Committee Meeting May 21, 2018  
BUDGET REPORT  
Apr-18**

Prepared By Christina Wickenhagen, Deputy Director

**REVENUES RECEIVED:**

	<b>2017</b>	<b>2018</b>
January	\$ 687,448.01	\$ 804,908.24
February	\$ 222,612.72	\$ 168,643.34
March	\$ 143,691.60	\$ 215,224.77
April	\$ 360,562.37	\$ 549,587.75
May	\$ 153,282.29	\$ -
June	\$ 219,035.19	\$ -
July	\$ 432,976.93	\$ -
August	\$ 162,880.55	\$ -
September	\$ 288,891.74	\$ -
October	\$ 227,803.38	\$ -
November	\$ 182,735.23	\$ -
December	\$ 497,649.16	\$ -

<b>Total Revenue MTD (through April)</b>	\$ 1,414,314.70	\$ 1,738,364.10
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<b>Total Revenue YTD</b>	\$ 3,579,569.17	\$ 1,738,364.10
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**EXPENDITURES:**

<b>Salaries</b>			
January		\$ 61,841.37	\$ 63,578.97
February		\$ 63,175.58	\$ 64,026.97
March		\$ 57,893.72	\$ 64,026.97
April		\$ 60,751.40	\$ 64,026.97
May		\$ 64,794.44	\$ -
June		\$ 63,815.35	\$ -
July		\$ 64,471.15	\$ -
August		\$ 63,344.89	\$ -
September		\$ 63,782.99	\$ -
October		\$ 60,278.48	\$ -
November		\$ 58,075.18	\$ -
December		\$ 60,464.71	\$ -

<b>Total Salaries MTD (through April)</b>	\$ 243,662.07	\$ 255,659.88
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<b>Total Salaries YTD</b>	\$ 742,689.26	\$ 255,659.88
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<b>Vouchers</b>			
January		\$ 70,136.49	\$ 352,453.50
February		\$ 318,813.00	\$ 261,837.78
March		\$ 243,468.95	\$ 268,900.96
April		\$ 276,628.38	\$ 371,713.11
May		\$ 254,611.89	\$ -
June		\$ 258,527.85	\$ -
July		\$ 180,564.54	\$ -
August		\$ 204,038.24	\$ -
September		\$ 197,116.80	\$ -
October		\$ 232,648.43	\$ -
November		\$ 213,241.70	\$ -
December		\$ 218,074.16	\$ -

<b>Total Vouchers MTD (through April)</b>	\$ 909,046.82	\$ 1,254,905.35
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<b>Total Vouchers YTD</b>	\$ 2,667,870.43	\$ 1,254,905.35
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<b>TOTAL EXPENDITURES MTD (through April)</b>	\$1,152,708.89	\$1,510,565.23
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<b>TOTAL EXPENDITURES YTD</b>	\$3,410,559.69	\$1,510,565.23
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<b>Revenue Balance</b>	\$169,009.48	\$227,798.87
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2018  
Yakima Valley Conference of Governments  
Revenue Budget

33%

Grants/Contracts	APRIL	YTD Actual Revenue	2018 Budget	Year-to-Date \$ Variance	Year-to-Date % Variance
<b>Beginning Fund Bal-Designated **</b>			205,000.00 **		
<b>Administration</b>					
Admin-Gen'l Assessment	19,879.00	76,888.50	121,440.00	44,551.50	63%
Admin-Misc Revenue (copies, posters)	-	54.71	300.00	245.29	18%
Admin-Assoc Membership Fees	500.00	500.00	2,000.00	1,500.00	25%
Admin-Gen'l Ala Carte	-	2,500.00	140,000.00	137,500.00	2%
Other Income (Rebates)	134.27	134.27	200.00	65.73	67%
Community Services	3,966.00	3,966.00	6,000.00	2,034.00	66%
Sale of Scrap & Junk	-	-	400.00	400.00	0%
<b>Total Administration</b>	<b>24,479.27</b>	<b>84,043.48</b>	<b>270,340.00</b>	<b>186,296.52</b>	<b>31%</b>
Intergov-Local Match WSDOT	13,823.00	42,933.00	43,831.00	898.00	98%
Intergov -Local Transit	6,000.00	6,000.00	6,000.00	0.00	100%
<b>Total Intergov-Local</b>	<b>19,823.00</b>	<b>48,933.00</b>	<b>49,831.00</b>	<b>898.00</b>	<b>98%</b>
CTR - Plans & Progr WSDOT	6,600.00	26,211.02	75,000.00	48,788.98	35%
CMAQ Grant	9,190.70	23,856.62	103,750.00	79,893.38	23%
Human Services Transp Plan	3,677.59	14,318.90	12,000.00	-2,318.90	119%
FHWA-DOT-Metro Plan (PL)	-	33,547.62	350,000.00	316,452.38	10%
FTA-DOT-Metro Plan Grant	-	52,065.61	70,000.00	17,934.39	74%
RTPO-WSDOT	-	24,881.66	96,996.00	72,114.34	26%
<b>Total TRANSPORTATION</b>	<b>19,468.29</b>	<b>174,881.43</b>	<b>707,746.00</b>	<b>532,864.57</b>	<b>25%</b>
Homeless Local Fees	313,495.64	807,945.64	900,000.00	92,054.36	90%
CHG State Grant	76,129.31	299,873.79	693,000.00	393,126.21	43%
TANF State Grant	11,372.00	15,130.33	55,000.00	39,869.67	28%
HEN State Grant	80,146.51	293,315.33	765,345.00	472,029.67	38%
HUD CoC Federal Grant	-	-	25,000.00	25,000.00	0%
<b>Total HOMELESS</b>	<b>481,143.46</b>	<b>1,416,265.09</b>	<b>2,438,345.00</b>	<b>1,022,079.91</b>	<b>58%</b>
Intergov-Scholarship	198.00	198.00	500.00	302.00	40%
<b>Member TA's 2017</b>					
Grandview	-	6,984.11			
Granger	416.07	534.41			
Harrah	1,789.44	1,986.58			
Mabton					
Moxee	-	59.53			
Naches					
Selah					
Sunnyside					
Tieton					
Toppenish					
Union Gap	2,270.22	4,509.18			
Wapato					
Zillah					
<b>Intergov Serv-Exec Boards (TA Contr)</b>	<b>4,475.73</b>	<b>14,073.81</b>	<b>114,000.00</b>	<b>99,926.19</b>	<b>12%</b>
<b>Total Revenue</b>	<b>549,587.75</b>	<b>1,738,394.81</b>	<b>3,580,762</b>	<b>1,842,367.19</b>	<b>49%</b>

page 10

2018  
Yakima Valley Conference of Governments  
EXPENDITURE Budget

33%

	April	YTD Actual	2018 Budget	Annual \$ Variance	YTD % Variance
<b>Salaries</b>					
Salaries and Wages	\$ 64,026.97	\$ 255,659.88	\$ 870,000	29%	\$ 614,340.12
Salaries-Overtime	\$ -	\$ -	\$ 8,000	0%	\$ 8,000.00
<b>Total Salaries and Wages</b>	<b>\$ 64,026.97</b>	<b>\$ 255,659.88</b>	<b>\$ 878,000</b>	<b>29%</b>	<b>\$ 622,340.12</b>
<b>Personnel Benefits</b>					
Benefits-Direct	\$ 22,615.24	\$ 90,364.30	\$ 310,000	29%	\$ 219,635.70
<b>Total Benefits</b>	<b>\$ 22,615.24</b>	<b>\$ 90,364.30</b>	<b>\$ 310,000</b>	<b>29%</b>	<b>\$ 219,635.70</b>
<b>Supplies</b>					
Office & Operating Supplies	\$ 487.28	\$ 3,479.04	\$ 32,000	11%	\$ 28,520.96
Small Tools and Minor Equip	\$ 1,451.50	\$ 4,210.55	\$ 12,000	35%	\$ 7,789.45
Computer Software	\$ -	\$ -	\$ 5,000	0%	\$ 5,000.00
<b>Total Supplies</b>	<b>\$ 1,938.78</b>	<b>\$ 7,689.59</b>	<b>\$ 49,000</b>	<b>16%</b>	<b>\$ 41,310.41</b>
<b>Other Services-Charges</b>					
Professional Services	\$ 9,455.78	\$ 41,112.83	\$ 88,000	47%	\$ 46,887.17
Prof Serv-Tech Services	\$ 1,217.04	\$ 4,868.16	\$ 16,000	30%	\$ 11,131.84
Community Services	\$ -	\$ -	\$ 500	0%	\$ 500.00
Communications-Telephone	\$ 1,062.57	\$ 4,519.97	\$ 11,000	41%	\$ 6,480.03
Communication-Postage	\$ 7.90	\$ 106.30	\$ 700	15%	\$ 593.70
Travel	\$ 2,894.91	\$ 9,694.03	\$ 64,000	15%	\$ 54,305.97
Advertising	\$ 630.66	\$ 3,004.94	\$ 15,000	20%	\$ 11,995.06
Operating Rentals and Leases	\$ 7,843.89	\$ 27,471.79	\$ 190,000	14%	\$ 162,528.21
Insurance	\$ -	\$ 9,667.00	\$ 9,000	107%	\$ (667.00)
Utility Services	\$ 13.22	\$ 50.63	\$ 275	18%	\$ 224.37
Repair and Maintenance/Copies	\$ 135.52	\$ 1,542.80	\$ 5,500	28%	\$ 3,957.20
Homeless Provider Contracts	\$ 321,912.92	\$ 1,023,439.24	\$ 1,885,000	54%	\$ 861,560.76
Misc. (registrations, dues, subscriptions)	\$ 1,984.68	\$ 31,373.77	\$ 58,587	54%	\$ 27,213.23
<b>Total Services</b>	<b>\$ 347,159.09</b>	<b>\$ 1,156,851.46</b>	<b>\$ 2,343,562</b>	<b>49%</b>	<b>\$ 1,186,710.54</b>
<b>Debt Services-Interest</b>					
Interest	\$ -	\$ -	\$ 200		\$ 200.00
	\$ -	\$ -	\$ 200		\$ 200.00
<b>Total Expenditures</b>	<b>\$ 435,740.08</b>	<b>\$ 1,510,565.23</b>	<b>\$ 3,580,762</b>	<b>42%</b>	<b>\$ 2,070,196.77</b>

2017-18 Cash Flow Statement  
Yakima Valley Conference of Governments

April 2018

(Cash Basis Accounting) For the Mo Ended:

	April	May	June	July	August	September	October	November	December	January	February	March	April
<b>Beginning cash</b>	<b>\$542,595.89</b>	<b>\$565,778.48</b>	<b>\$399,430.22</b>	<b>\$295,981.75</b>	<b>\$483,918.19</b>	<b>\$377,180.92</b>	<b>\$405,172.87</b>	<b>\$339,034.96</b>	<b>\$250,453.31</b>	<b>\$469,563.60</b>	<b>\$848,064.37</b>	<b>\$890,712.32</b>	<b>\$573,009.16</b>
Fed Hwy Admin-WSDOT STP	6,656.40	7,335.23	13,191.85	8,257.48	8,392.42	2,699.65			31,988.38	6,411.02		13,200.00	6,600.00
CTR - Grant		5,351.73	1,888.64		530.28				10,076.32	5,610.75		9,055.17	9,190.70
CMAQ Plans & Programs	64.09	695.49	1,888.64						2,034.32	2,034.32		3,930.59	3,677.59
Human Svs Trasp Plan Grant	28,134.95			38,179.83				24,462.87	52,054.92	33,547.62		4,676.40	
FHWA DOT-Metro Plan Grant						51,053.80							
FTA-DOT-Metro Plan Grant						4,735.94							
DOT-RTPO & RTPO Long Range	32,700.76	26,344.85	28,918.88	7,780.59				5,386.83	11,126.02	4,817.83		52,065.61	
Homeless 2163 Local Fees	144,600.00	10,326.03	11,289.50						203,842.00	494,450.00		20,063.83	
Homeless Grant	107,115.37	100,663.53	126,336.37	127,400.00	127,925.00	178,957.54	107,168.47	121,501.50	159,675.55	165,636.72	160,717.30	114,317.61	313,495.64
STATE FUNDS - Homeless Grant	1,720.44	21,309.03	33,737.37	46,450.72		12,325.64			9,948.09				167,647.82
HUD CoC Grant						28,400.38	95,808.58		13,265.46				
FEDERAL FUNDS - Homeless Grant													
Intergov-Ala Carte										2,500.00			3,966.00
Technical Assistance Members	25,628.36	16,026.38	7,210.08	11,463.32	12,765.85	5,137.85	11,384.68	985.53	5,692.42	6,865.77		2,583.26	4,475.73
Intergov-County/City Share-gen asse	10,742.00				10,742.00		10,742.00	19,115.50		55,134.50	1,875.00		19,879.00
Intergov-Local Match WSDOT								1,283.00		17,491.00	1,244.00		13,823.00
Intergov-Local FTA (Yakima Transit)								10,000.00					6,000.00
YV Community Foundation Grant										33.71		8.70	134.27
Misc Revenue-copies, posters	2,700.00	900.90			25.00								500.00
Associate Membership Fees	500.00	1,000.00				500.00							
Scrap & Junk													
Scholarship													198.00
Expense Revenue Netted Back													
<b>Total Receipts</b>	<b>\$360,562.37</b>	<b>\$153,282.29</b>	<b>\$219,035.19</b>	<b>\$482,976.93</b>	<b>\$160,380.55</b>	<b>\$288,891.74</b>	<b>\$227,803.38</b>	<b>\$182,735.23</b>	<b>\$497,649.16</b>	<b>\$794,533.24</b>	<b>\$169,512.70</b>	<b>\$215,224.77</b>	<b>\$549,587.75</b>
<b>Use of Funds</b>	<b>\$903,158.26</b>	<b>\$719,060.77</b>	<b>\$618,465.41</b>	<b>\$728,958.68</b>	<b>\$644,298.74</b>	<b>\$666,072.66</b>	<b>\$632,976.25</b>	<b>\$521,770.19</b>	<b>\$748,102.47</b>	<b>\$1,264,096.84</b>	<b>\$1,016,577.07</b>	<b>\$905,937.09</b>	<b>\$1,122,586.91</b>
Salaries	60,751.40	65,018.66	63,955.81	64,475.95	63,079.58	63,782.99	60,618.74	58,075.18	60,464.71	63,578.97	64,026.97	64,026.97	64,026.97
Personnel Benefits	20,530.29	21,445.43	21,183.04	22,988.05	21,979.28	21,784.20	20,507.04	20,474.70	21,699.30	22,457.31	22,638.57	22,653.18	22,615.24
Supplies	715.47	1,773.48	1,092.40	236.60	1,934.41	429.40	1,569.28	451.51	882.21	3,473.28	1,970.26	955.39	1,938.78
Other Services	255,382.62	231,392.98	236,252.41	157,339.89	180,124.55	174,903.20	211,246.23	192,315.49	195,492.65	326,522.91	237,228.95	245,292.39	347,159.09
Total Cash Out	337,379.78	319,630.55	322,483.66	245,040.49	267,117.82	260,899.79	293,941.29	271,316.88	278,538.87	416,032.47	325,864.75	332,927.93	435,740.08
<b>Net Cash Flow</b>	<b>\$565,778.48</b>	<b>\$399,430.22</b>	<b>\$295,981.75</b>	<b>\$483,918.19</b>	<b>\$377,180.92</b>	<b>\$405,172.87</b>	<b>\$339,034.96</b>	<b>\$250,453.31</b>	<b>\$469,563.60</b>	<b>\$848,064.37</b>	<b>\$690,712.32</b>	<b>\$573,009.16</b>	<b>\$686,856.83</b>

CITY OF GRANGER  
TECHNICAL ASSISTANCE CONTRACT  
AMENDMENT #1

THIS AMENDMENT, entered into this 24th day of April, 2018 by and between the Yakima Valley Conference of Governments, a regional association having its territorial limits within Yakima County, State of Washington (hereinafter called the "Conference"), acting herein by James A. Restucci, Conference Chair, hereunto duly authorized, and the City of Granger, a municipal corporation located within Yakima County, State of Washington (hereinafter called the "City"), acting herein by Mayor Jose Trevino, hereunto duly authorized;

WITNESSETH THAT;

WHEREAS, on January 1, 2018, the City contracted with the Conference for certain technical planning assistance; and,

WHEREAS, it is necessary to amend certain sections of the contract;

NOW, THEREFORE, the parties do mutually agree, to modify the contract to provide the following:

Compensation and Method of Payment:

The amount of the original contract will be increased by an additional \$3,000.00, bringing the total amount of the original contract to \$8,000.00.

All other provisions of said contract remain unchanged.

YAKIMA VALLEY CONFERENCE  
OF GOVERNMENTS

\_\_\_\_\_  
James A. Restucci, Conference Chair

ATTEST: \_\_\_\_\_  
Secretary

Date: \_\_\_\_\_

CITY OF GRANGER  
YAKIMA COUNTY

Lilia Villarreal  
Lilia Villarreal, Mayor Pro-Tem

ATTEST: Alicia Spencer

Date: April 24, 2018

A LA CARTE PROFESSIONAL SERVICE AGREEMENT  
GRANGER, WA

THIS AGREEMENT made and entered into by and between the City of Granger, Washington hereinafter referred to as the "City", and the Yakima Valley Conference of Governments, hereinafter referred to as the "CONFERENCE",

WITNESSETH THAT:

WHEREAS, Conference provides a broad range of services to support and assist municipalities in planning, implementing and meeting public responsibilities, projects and undertakings;

WHEREAS, the City and the Conference are desirous of entering into a contract to formalize their relationship; and

WHEREAS, it would be beneficial to the City to utilize the Conference as an independent entity to provide A La Carte Services accomplish the Scope of Work as set forth herein and such endeavor would tend to best accomplish the objectives of its local planning program in an efficient and economic manner.

NOW, THEREFORE, in consideration of the mutual promises, covenants, and provisions contained herein, and the mutual benefits to be derived there from, the parties hereto agree as follows:

1. Services to be Provided by the Parties:

- a. The Conference shall provide to City those a la carte services set forth in attached Summary of A La Carte Services (Attachment 1 to the contract). The services shall include the identified service subject to specific hourly and service maximums.
- b. The City will provide such assistance and guidance as may be required to support the successful completion of the a la carte task and/or services and will provide compensation for the task as set forth in Section 3 below.

2. Time of Performance:

The effective date of this contract shall be the date the parties sign and complete execution of the contract and compensation is received by the Conference. The termination date of the contract shall be June 30, 2018.

3. Consideration:

City shall pay to Conference a single fixed sum payment in the amount of TWO THOUSAND FIVE HUNDRED Dollars (\$2,500.00) in consideration of services set forth in the a la carte fee schedule described in Attachment A (Summary of A La Carte Services). The City understands that this is a fixed-sum contract subject to hourly and service limitations set forth in the schedule. Any service in excess of the specified work shall be billed to the City at normal CONFERENCE rates. City further understands and

**Amendment**

Grant Number: 17-46108-37  
Amendment: C

**Washington State Department of Commerce  
Community Services and Housing Division  
Housing Assistance Unit  
Consolidated Homeless Grant (CHG)**

<b>1. Grantee</b> Yakima Valley Confer of Govts 311 N 4TH ST STE 204  YAKIMA, WA 98901		<b>2. Grantee Doing Business As (optional)</b>  N/A	
<b>3. Grantee Representative (only if updated)</b>  Crystal Testerman  (509) 574-1550 crystal.testerman@yvcog.org		<b>4. COMMERCE Representative (only if updated)</b>  Julie Montgomery Grant Manager (360) 725-2963 Julie.montgomery@commerce.wa.gov	
<b>5. Original Contract Amount (and any previous amendments)</b>  \$ 3,198,569.00	<b>6. Amendment Amount</b>  \$ 16,006.00	<b>7. New Grant Amount</b>  \$ 3,214,575.00	
<b>8. Amendment Funding Source</b>  Federal:      State: X Other:      N/A:		<b>9. Amendment Start Date</b>  April 1, 2018	<b>10. Amendment End Date</b>  June 30, 2019
<b>11. Federal Funds (as applicable):</b>  <u>N/A</u>	<b>Federal Agency:</b>  <u>N/A</u>	<b>CFDA Number:</b>  <u>N/A</u>	
<b>12. Amendment Purpose:</b> The amendment adds additional Housing and Essential Needs (HEN) SFY 18 funds to be spent by June 30, <sup>2018</sup> <del>2108</del> . Unsheltered households must be prioritized.			

COMMERCE, defined as the Department of Commerce, and the Grantee acknowledge and accept the terms of this Grant As Amended and attachments and have executed this Grant Amendment on the date below to start as of the date and year referenced above. The rights and obligations of both parties to this Grant As Amended are governed by this Grant Amendment and the following other documents incorporated by reference: Grant Terms and Conditions including Attachment "A" – Scope of Work, Attachment "B" – Budget, and Attachment "C" – Guidelines for the Consolidated Homeless Grant (as they may be revised from time to time). A copy of this Grant Amendment shall be attached to and made a part of the original Grant between COMMERCE and the Grantee. Any reference in the original Grant to the "Grant" shall mean the "Grant As Amended".

<p><b>FOR Grantee</b></p> <p>_____ Signature</p> <p>_____ Print Name and Title</p> <p>_____ Date</p>	<p><b>FOR COMMERCE</b></p> <p>_____ Diane Klontz, Assistant Director Community Services and Housing Division</p> <p>_____ Date</p> <p><b>APPROVED AS TO FORM ONLY</b></p> <p>_____ Sandra Adix Assistant Attorney General</p> <p>_____ 3/20/2014 Date</p>
--	---

**Amendment**

This Grant is amended as follows:


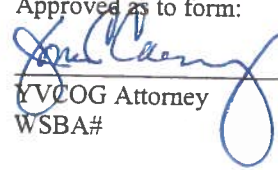
**Attachment B Budget**

Budget Categories	Original	Amendment B	New Total
<b>CHG Base</b>			
Admin	\$223,106.00	\$0.00	\$223,106.00
Fac Support: For-Profit Lease	\$0.00	\$0.00	\$0.00
Fac Support: Other Lease and Fac Costs	\$0.00	\$0.00	\$0.00
Rent: For-Profit Rent	\$542,888.00	\$0.00	\$542,888.00
Rent: Other Rent and Housing Costs	\$0.00	\$0.00	\$0.00
Operations	\$614,175.00	\$0.00	\$614,175.00
<b>TANF</b>			
TANF: For-Profit Rent	\$12,200.00	\$0.00	\$12,200.00
TANF: Other Rent and Housing Costs	\$73,124.00	\$0.00	\$73,124.00
TANF: Operations	\$24,000.00	\$0.00	\$24,000.00
<b>HEN SFY 2018 (July 2017-June 2018)</b>			
HEN: Admin 2018	\$53,480.00	\$0.00	\$53,480.00
HEN: Rent and Housing Costs 2018	\$639,679.00	\$16,006.00	\$655,685.00
HEN: Operations 2018	\$251,379.00	\$0.00	\$251,379.00
<b>HEN SFY 2019 (July 2018-June 2019)</b>			
HEN: Admin 2019	\$53,480.00	\$0.00	\$53,480.00
HEN: Rent and Housing Costs 2019	\$459,679.00	\$0.00	\$459,679.00
HEN: Operations 2019	\$251,379.00	\$0.00	\$251,379.00
<b>Total</b>			
<b>Total</b>	\$3,198,569.00	\$16,006.00	\$ 3,214,575.00

ALL OTHER TERMS AND CONDITIONS OF THIS CONTRACT REMAIN IN FULL FORCE AND EFFECT.



**CONSOLIDATED HOMELESS GRANT PROGRAM CONTRACT  
FACE SHEET**

CONTRACTOR IS A <input checked="" type="checkbox"/> SUBRECIPIENT <input type="checkbox"/> VENDOR		CONTRACT NUMBER: <b>2017-18 CHG YNHS Mod 3</b>	
1. NAME/ADDRESS: <b>Anita Monoian, President &amp; CEO Yakima Neighborhood Health Services PO BOX 2605 Yakima, WA 98907</b>	2. ORIGINAL CONTRACT AMOUNT: <b>\$414,000.00</b>	5. PREVIOUS CONTRACT AMOUNT: <b>\$639,000.00</b>	
	3. CASH MATCH REQUIREMENT: <b>\$0.00</b>	6. MODIFICATION AMOUNT: <b>\$16,006.00</b>	
	4. TOTAL CONTRACT AMOUNT: <b>\$655,006.00</b>	7. NEW TOTAL CONTRACT AMOUNT: <b>\$655,006.00</b>	
8. CONTACT INFO: <b>Rhonda Hauff, Deputy CEO Yakima Neighborhood Health Services PO BOX 2605 Yakima, WA 98907</b>	9. YVCOG PROGRAM CONTACT INFO: <b>Crystal Testerman, Program Mgr 311 N 4<sup>th</sup> Street, Suite 204 Yakima WA 98901 509-759-7987 crystal.testerman@yvcog.org</b>	10. YVCOG FISCAL CONTACT INFO: <b>Christina Wickenhagen 311 N 4<sup>th</sup> St, Suite 204 Yakima WA 98901 509-759-7986 chris.wickenhagen@yvcog.org</b>	
11. CONTRACT START DATE: <b>July 1, 2017</b>		12. CONTRACT END DATE: <b>June 30, 2018</b>	
13. FUNDING AUTHORITY: <b>Washington State Dept of Commerce Consolidated Homeless Grant (CHG)</b>			
14. STATE AND FEDERAL "BARS" CODE: <b>N/A</b>		15. CFDA NUMBER(S): <b>N/A</b>	
16. PURPOSE: <b>This contract provides resources to address the needs of people who are homeless or at-risk of homelessness, as described in the YVCOG Local Homeless Plan in the county of Yakima where Grantee will provide services. CHG funds and supports a variety of activities, including: operation of facility-based support, rental assistance, data collection and reporting.</b>			
EXHIBITS: When the box below is marked with an X, the following Exhibits are attached and are incorporated into this contract by reference:  <input checked="" type="checkbox"/> Exhibits (specify): <b>Exhibit A – Special Terms and Conditions Exhibit B – Scope of Work Exhibit C - Budget</b>			
This Contract contains all the terms and conditions agreed upon by the parties and all documents attached or incorporated by reference, include Basic Interagency Agreement or its successor. No other understandings or representations, oral or otherwise, regarding the subject matter of this Contract shall be deemed to exist or bind the parties. The parties signing below warrant that they have read and understand this Contract and have authority to enter into this Contract.			
<b>YAKIMA NEIGHBORHOOD HEALTH SRVS YNHS</b>		<b>YAKIMA VALLEY CONFERENCE OF GOVERNMENT</b>	
 Anita Monoian, President & CEO		_____ James A Restucci, Chairman	
_____ Date		_____ Lauris C Mattson, Executive Director	
Attest:  _____ Jodi Smith, Office & Comm. Specialist		Approved as to form:  YVCOG Attorney WSBA#	

BUDGET (7/1/2017 - 6/30/2018)



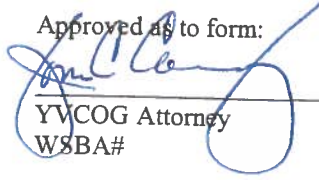
YAKIMA NEIGHBORHOOD HEALTH SERVICES (YNHS)

<i>CHG - HEN</i>				
<b>Project</b>	<b>Admin</b>	<b>Rent and Housing Costs</b>	<b>Operations</b>	<b>HEN Total</b>
YNH HEN	\$15,575.00	\$535,931.00	\$103,500.00	<b>\$655,006.00</b>

**TOTAL CONTRACT AMOUNT: \$655,006.00**

# CONSOLIDATED HOMELESS GRANT PROGRAM CONTRACT

## FACE SHEET

CONTRACTOR IS A <input checked="" type="checkbox"/> SUBRECIPIENT <input type="checkbox"/> VENDOR		CONTRACT NUMBER: <b>2017-18 CHG YNHS Mod 3</b>	
1. NAME/ADDRESS: <b>Anita Monoian, President &amp; CEO                  Yakima Neighborhood Health Services                  PO BOX 2605                  Yakima, WA 98907</b>	2. ORIGINAL CONTRACT AMOUNT: <b>\$414,000.00</b>	5. PREVIOUS CONTRACT AMOUNT: <b>\$639,000.00</b>	
	3. CASH MATCH REQUIREMENT: <b>\$0.00</b>	6. MODIFICATION AMOUNT: <b>\$16,006.00</b>	
	4. TOTAL CONTRACT AMOUNT: <b>\$655,006.00</b>	7. NEW TOTAL CONTRACT AMOUNT: <b>\$655,006.00</b>	
8. CONTACT INFO: <b>Rhonda Hauff, Deputy CEO                  Yakima Neighborhood Health Services                  PO BOX 2605                  Yakima, WA 98907</b>	9. YVCOG PROGRAM CONTACT INFO: <b>Crystal Testerman, Program Mgr                  311 N 4<sup>th</sup> Street, Suite 204                  Yakima WA 98901                  509-759-7987                  crystal.testerman@yvcog.org</b>	10. YVCOG FISCAL CONTACT INFO: <b>Christina Wickenhagen                  311 N 4<sup>th</sup> St, Suite 204                  Yakima WA 98901                  509-759-7986                  chris.wickenhagen@yvcog.org</b>	
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13. FUNDING AUTHORITY: <b>Washington State Dept of Commerce Consolidated Homeless Grant (CHG)</b>			
14. STATE AND FEDERAL "BARS" CODE: <b>N/A</b>		15. CFDA NUMBER(S): <b>N/A</b>	
16. PURPOSE: <b>This contract provides resources to address the needs of people who are homeless or at-risk of homelessness, as described in the YVCOG Local Homeless Plan in the county of Yakima where Grantee will provide services. CHG funds and supports a variety of activities, including: operation of facility-based support, rental assistance, data collection and reporting.</b>			
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This Contract contains all the terms and conditions agreed upon by the parties and all documents attached or incorporated by reference, include Basic Interagency Agreement or its successor. No other understandings or representations, oral or otherwise, regarding the subject matter of this Contract shall be deemed to exist or bind the parties. The parties signing below warrant that they have read and understand this Contract and have authority to enter into this Contract.			
<b>YAKIMA NEIGHBORHOOD HEALTH SRVS                  YNHS</b>		<b>YAKIMA VALLEY CONFERENCE OF                  GOVERNMENT</b>	
 Anita Monoian, President & CEO		 James A Restucci, Chairman	
Date <b>5-11-18</b>		Lauris C Mattson, Executive Director	
Attest:  _____ Jodi Smith, Office & Comm. Specialist		Approved as to form:  _____ YVCOG Attorney WSBA#	

BUDGET (7/1/2017 - 6/30/2018)

YAKIMA NEIGHBORHOOD HEALTH SERVICES (YNHS)

<i>CHG - HEN</i>				
<b>Project</b>	<b>Admin</b>	<b>Rent and Housing Costs</b>	<b>Operations</b>	<b>HEN Total</b>
YNH HEN	\$15,575.00	\$535,931.00	\$103,500.00	<b>\$655,006.00</b>

**TOTAL CONTRACT AMOUNT: \$655,006.00**



**OFFICE OF THE MAYOR**  
129 North Second Street  
City Hall, Yakima, Washington 98901  
Phone (509) 575-6050 • Fax (509) 576-6335



May 18, 2018

To: YVCOG EXECUTIVE COMMITTEE:

Jim Restucci, Chair, City of Sunnyside,  
John Hodgkinson, Vice-Chair, City of Union Gap  
Janice Gonzales, Council Member, City of Zillah  
Brad Hill, Council Member, City of Yakima  
Mike Leita, Commissioner, Yakima County  
Bill Moore, Council Member, City of Grandview  
Dan Olson, Member-at-Large  
Larry Mattson, YVCOG Executive Director

Subject: Request to Reconsider Dismissal of 2018-2019 RFP Application Scoring Appeal for Outreach Program

Dear Chairman Restucci:

The City of Yakima and Yakima Neighborhood Health Services submitted a coordinated outreach program for funding through the 2018-2019 RFP cycle.

Our application was denied funding because reviewers stated that the proposed services were only to be delivered in the City of Yakima. We appealed the denial and this appeal was dismissed by YVCOG staff as not compliant with the appeal process because it did not appeal the actual scoring (per an email from Crystal Testerman).

We are requesting reconsideration of this denial for several reasons. First, our appeal did in fact discuss the scoring of the proposal when it noted the scoring was improper if it docked points for the project not being county-wide. Second, the outreach this funding would support does in fact occur county-wide; and, as stated in the appeal document, **approximately 80% of all homeless persons in Yakima County are located within our City limits.**

In addition, we have a concern about the process used to adjudicate this appeal. The denial of the appeal was the result of a YVCOG staff decision—not the RFP scoring committee, not the HPPC (which is suspended), and not a specially-seated appeal body. We believe that this process is lacking in transparency and oversight.

The Yakima 5-Year Plan to End Homeless states one of its highest priorities is implementation of an effective Coordinated Entry System. As you know, outreach is vital to assessing the needs

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of individuals and getting people into services. This is a critical need in the city of Yakima and we urge your consideration of funding for this program. To that end, we request that the appeal matter be placed on the agenda for the Monday, May 21, 2018, YVCOG Executive Committee meeting for review, or, in the alternative on the agenda for the June YVCOG Executive Committee meeting.

Sincerely,



Kathy Coffey  
Mayor



Cliff Moore  
City Manager

Copies: Crystal Testerman, YVCOG Homeless Program Director  
Rhonda Hauff, YNHS

**Tax ID No.: 47-2455606**  
**Grant Number: WA0401L0T071700**  
**DUNS No.: 197404098**

**CONTINUUM OF CARE PROGRAM (CDFA# 14.267)**  
**GRANT AGREEMENT**

This Grant Agreement (“this Agreement”) is made by and between the United States Department of Housing and Urban Development (“HUD”) and Yakima Valley Conference of Governments (the “Recipient”).

This Agreement is governed by title IV of the McKinney-Vento Homeless Assistance Act 42 U.S.C. 11301 et seq. (the “Act”) and the Continuum of Care Program rule (the “Rule”).

The terms “Grant” or “Grant Funds” mean the funds that are provided under this Agreement. The term “Application” means the application submissions on the basis of which the Grant was approved by HUD, including the certifications, assurances, and any information or documentation required to meet any grant award condition. All other terms shall have the meanings given in the Rule.

The Application is incorporated herein as part of this Agreement, except that only the project (those projects) listed, and only in the amounts listed on a Scope of Work, are funded by this Agreement. In the event of any conflict between any application provision and any provision contained in this Agreement, this Agreement shall control.

The Scope of Work, is attached hereto and made a part hereof. If in the future appropriations are made available for Continuum of Care grants; if Recipient applies under a Notice of Funds Availability published by HUD; and, if pursuant to the selection criteria in the Notice of Funds Availability, HUD selects Recipient and the project or one or more of the projects listed on the Scope of Work for renewal or for new projects for funding, then additional Scopes of Work may be attached to this Agreement. Those additional Scopes of Work, when attached, will also become a part hereof.

The effective date of the Agreement shall be the date of execution by HUD and it is the date use of funds under this Agreement may begin. Each project will have a performance period that will be listed on the Scope(s) of Work to this Agreement. For renewal projects, the period of performance shall begin at the end of the Recipient’s final operating year for the project being renewed and eligible costs incurred for a project between the end of Recipient’s final operating year under the grant being renewed and the execution of this Agreement may be paid with funds from the first operating year of this Agreement. For each new project funded under this Agreement, Recipient and HUD will set an operating start date in eLOCCS, which will be used to track expenditures, to establish the project performance period and to determine when a project is eligible for renewal. Recipient hereby authorizes HUD to insert the project performance period for new projects into the Scope of Work without Recipient signature, after the operating start date is established in eLOCCS.

This Agreement shall remain in effect until termination either 1) by agreement of the parties; 2) by HUD alone, acting under the authority of 24 CFR 578.107; 3) upon expiration of the final performance period for all projects funded under this Agreement; or 4) upon the

**Tax ID No.: 47-2455606**  
**Grant Number: WA0401L0T071700**  
**DUNS No.: 197404098**

expiration of the period of availability of funds for all projects funded under this Agreement.

Recipient agrees:

1. To ensure the operation of the project(s) listed on the Scope of Work in accordance with the provisions of the Act and all requirements of the Rule;
2. To monitor and report the progress of the project(s) to the Continuum of Care and HUD;
3. To ensure, to the maximum extent practicable, that individuals and families experiencing homelessness are involved, through employment, provision of volunteer services, or otherwise, in constructing, rehabilitating, maintaining, and operating facilities for the project and in providing supportive services for the project;
4. To require certification from all subrecipients that:
  - a. Subrecipients will maintain the confidentiality of records pertaining to any individual or family that was provided family violence prevention or treatment services through the project;
  - b. The address or location of any family violence project assisted with grant funds will not be made public, except with written authorization of the person responsible for the operation of such project;
  - c. Subrecipients will establish policies and practices that are consistent with, and do not restrict, the exercise of rights provided by subtitle B of title VII of the Act and other laws relating to the provision of educational and related services to individuals and families experiencing homelessness;
  - d. In the case of projects that provide housing or services to families, that subrecipients will designate a staff person to be responsible for ensuring that children being served in the program are enrolled in school and connected to appropriate services in the community, including early childhood programs such as Head Start, part C of the Individuals with Disabilities Education Act, and programs authorized under subtitle B of title VII of the Act;
  - e. The subrecipient, its officers, and employees are not debarred or suspended from doing business with the Federal Government; and
  - f. Subrecipients will provide information, such as data and reports, as required by HUD; and
5. To establish such fiscal control and accounting procedures as may be necessary to assure the proper disbursement of, and accounting for grant funds in order to ensure that all financial transactions are conducted, and records maintained in accordance with generally accepted accounting principles, if the Recipient is a Unified Funding Agency;
6. To monitor subrecipient match and report on match to HUD;
7. To take the educational needs of children into account when families are placed in housing and will, to the maximum extent practicable, place families with children as close as possible to their school of origin so as not to disrupt such children's education;
8. To monitor subrecipients at least annually;
9. To use the centralized or coordinated assessment system established by the Continuum of Care as required by the Rule. A victim service provider may choose



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**Grant Number: WA0401L0T071700**  
**DUNS No.: 197404098**

not to use the Continuum of Care's centralized or coordinated assessment system, provided that victim service providers in the area use a centralized or coordinated assessment system that meets HUD's minimum requirements and the victim service provider uses that system instead;

10. To follow the written standards for providing Continuum of Care assistance developed by the Continuum of Care, including those required by the Rule;
11. Enter into subrecipient agreements requiring subrecipients to operate the project(s) in accordance with the provisions of this Act and all requirements of the Rule; and
12. To comply with such other terms and conditions as HUD may have established in the applicable Notice of Funds Availability.

HUD notifications to the Recipient shall be to the address of the Recipient as stated in the Application, unless the Recipient changes the address and key contacts in e-snaps. Recipient notifications to HUD shall be to the HUD Field Office executing the Agreement. No right, benefit, or advantage of the Recipient hereunder may be assigned without prior written approval of HUD.

The Agreement constitutes the entire agreement between the parties hereto, and may be amended only in writing executed by HUD and the Recipient.

By signing below, Recipients that are states and units of local government certify that they are following a current HUD approved CHAS (Consolidated Plan).

**Tax ID No.: 47-2455606**  
**Grant Number: WA0401LOT071700**  
**DUNS No.: 197404098**

This agreement is hereby executed on behalf of the parties as follows:

**UNITED STATES OF AMERICA,**  
**Secretary of Housing and Urban Development**

BY: \_\_\_\_\_  
(Signature)

John W. Peters, Director, Office of Community Planning and Development  
(Typed Name and Title)

\_\_\_\_\_  
(Date)

**RECIPIENT**

Yakima Valley Conference of Governments  
(Name of Organization)

BY: \_\_\_\_\_  
(Signature of Authorized Official)

\_\_\_\_\_  
(Typed Name and Title of Authorized Official)

\_\_\_\_\_  
(Date)

**Tax ID Number: 47-2455606**  
**Grant Number: WA0401L0T071700**  
**DUNS Number: 197404098**

**SCOPE OF WORK for  
 FY 2017 COMPETITION**

1. The project listed on this Scope of Work is governed by the Act and Rule, as they may be amended from time to time. The project is also subject to the terms of the Notice of Funds Availability for the fiscal year competition in which the funds were awarded and to the applicable annual appropriations act.
2. HUD designations of Continuums of Care as High-performing Communities (HPCs) are published in the HUD Exchange in the appropriate Fiscal Years' CoC Program Competition Funding Availability page. Notwithstanding anything to the contrary in the Application or this Grant Agreement, Recipient may only use grant funds for HPC Homelessness Prevention Activities if the Continuum that designated the Recipient to apply for this grant was designated an HPC for the applicable fiscal year.
3. Recipient is not a Unified Funding Agency and was not the only Applicant the Continuum of Care designated to apply for and receive grant funds and is not the only Recipient for the Continuum of Care that designated it. HUD's total funding obligation for this grant is \$19,105.00 for project number WA0401L0T071700. If the project is a renewal to which expansion funds have been added during this competition, the Renewal Expansion Data Report, including the Summary Budget therein, in *e-snaps* is incorporated herein by reference and made a part hereof. In accordance with 24 CFR 578.105(b), Recipient is prohibited from moving more than 10% from one budget line item in a project's approved budget to another without a written amendment to this Agreement. The obligation for this project shall be allocated as follows:

a. Continuum of Care planning activities	\$19,105.00
b. UFA costs	\$0.00
c. Acquisition	\$0.00
d. Rehabilitation	\$0.00
e. New construction	\$0.00
f. Leasing	\$0.00
g. Rental assistance	\$0.00
h. Supportive services	\$0.00
i. Operating costs	\$0.00
j. Homeless Management Information System	\$0.00
k. Administrative costs	\$0.00
l. Relocation costs	\$0.00
m. HPC homelessness prevention activities:	
Housing relocation and stabilization services	\$0.00
Short-term and medium-term rental assistance	\$0.00

**Tax ID Number: 47-2455606**  
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4. The performance period for the project begins January 1, 2019 and ends December 31, 2019. No funds for new projects may be drawn down by Recipient until HUD has approved site control pursuant to §578.21 and §578.25 and no funds for renewal projects may be drawn down by Recipient before the end date of the project's final operating year under the grant that has been renewed.
5. If grant funds will be used for payment of indirect costs, the Recipient is authorized to insert the Recipient's federally recognized indirect cost rates on the attached Federally Recognized Indirect Cost Rates Schedule, which Schedule shall be incorporated herein and made a part of the Agreement. No indirect costs may be charged to the grant by the Recipient if their federally recognized cost rate is not listed on the Schedule.
6. The project has not been awarded project-based rental assistance for a term of fifteen (15) years. Additional funding is subject to the availability of annual appropriations.

**UNITED STATES OF AMERICA,**  
**Secretary of Housing and Urban Development**

BY: \_\_\_\_\_  
(Signature)

John W. Peters, Director, Office of Community Planning and Development  
(Typed Name and Title)

\_\_\_\_\_  
(Date)

**RECIPIENT**

Yakima Valley Conference of Governments  
(Name of Organization)

BY: \_\_\_\_\_  
(Signature of Authorized Official)

\_\_\_\_\_  
(Typed Name and Title of Authorized Official)

\_\_\_\_\_  
(Date)

**Tax ID Number: 47-2455606**  
**Grant Number: WA0401LOT071700**  
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**FEDERALLY RECOGNIZED INDIRECT COST RATE SCHEDULE**

<u>Grant No.</u>	<u>Recipient Name</u>	<u>Indirect cost rate</u>	<u>Cost Base</u>
_____	_____	_____ %	_____

**ASSIGNMENT, ASSUMPTION AND CONSENT  
AGREEMENT**

THIS ASSIGNMENT, ASSUMPTION AND CONSENT AGREEMENT is entered into by and among (1) Yakima Valley Conference of Governments (“ASSIGNOR”); (2) Washington State Department of Commerce (“ASSIGNEE”); and (3) the United States Department of Housing and Urban Development (“HUD”).

HUD entered into a Continuum of Care Program Grant Agreement with the ASSIGNOR for the FY2017 grant for the WA-507 CoC Planning Grant project under Grant Number WA0401L0T071700. The Agreement is assignable with written consent of HUD.

All three parties now wish for HUD and ASSIGNEE to directly perform the project under Grant Number WA0401L0T071700 with each other, without any involvement of ASSIGNOR.

Thus, the ASSIGNOR now wishes to assign to ASSIGNEE all of the ASSIGNOR’S interest, rights, benefits, duties and obligations under the Agreement for Grant Number WA0401L0T071700. ASSIGNEE wishes to assume all of the ASSIGNOR’S interest, rights, benefits, duties and obligations under the Agreement for Grant Number WA0401L0T071700. Both parties seek HUD’S consent to the assignment, and HUD is willing to consent to the terms and conditions of the assignment as set forth in this agreement.

**THE PARTIES, FOR GOOD AND VALUABLE CONSIDERATION,  
AGREE TO THE FOLLOWING:**

1. ASSIGNOR agrees to the following, effective July 1, 2018:
  - (a) ASSIGNOR agrees to assign to ASSIGNEE all of ASSIGNOR’S interest, rights, benefits, duties, and obligations under ASSIGNOR’S Agreement with HUD for Grant Number WA0401L0T071700 as now existing or as may be amended.
  - (b) ASSIGNOR agrees to hold ASSIGNEE harmless from any claim or demand occurring or arising before July 1, 2018.
2. ASSIGNEE agrees to the following, effective July 1, 2018.
  - (a) ASSIGNEE agrees to assume all of ASSIGNOR’S interest, rights, and benefits and to perform all of ASSIGNOR’S duties and obligations under ASSIGNOR’S Agreement with HUD for Grant Number WA0401L0T071700 as existing or as may be amended.
  - (b) ASSIGNEE agrees to hold the ASSIGNOR harmless from any future claim or demand occurring or arising after July 1, 2018.

3. HUD consents and agrees to the following:

(a) HUD consents and agrees to the assignment from ASSIGNOR to ASSIGNEE of all of ASSIGNOR'S interest, rights, benefits, duties, and obligations under the Agreement executed between HUD and ASSIGNOR for Grant Number WA0401L0T071700 as existing or as may be amended.

(b) HUD consents and agrees to ASSIGNEE'S assumption and performance of all of ASSIGNOR'S interest, rights, benefits, duties and obligations under the Agreement executed between HUD and ASSIGNOR for Grant Number WA0401L0T071700 as existing or as may be amended.

(c) HUD releases ASSIGNOR from any former, current or future duties and obligations stemming from the Agreement executed between HUD and ASSIGNOR for Grant Number WA0401L0T071700, as existing or as may be amended.

**ASSIGNOR:** Yakima Valley Conference of Governments

By: \_\_\_\_\_

Date: \_\_\_\_\_

**ASSIGNEE:** Washington State Department of Commerce

By: \_\_\_\_\_

Date: \_\_\_\_\_

**HUD:** United States Department of Housing and Urban Development

By: \_\_\_\_\_

Date: \_\_\_\_\_

John W. Peters, Director  
Office of Community Planning and Development

**Yakima Valley Conference of Governments  
Approved Amended Budget May 16, 2018**

Consolidated:

<b>Revenue</b>	<b>2018</b>	<b>Amended</b>	<b>Change</b>	<b>%</b>
<b>Programs &amp; Projects</b>				
Local	\$ 1,162,000	\$ 1,520,510	\$ (358,510)	-31%
State	\$ 1,685,341	\$ 1,685,341	\$ -	0%
Federal	\$ 560,750	\$ 560,750	\$ -	0%
Miscellaneous	\$ 7,400	\$ 7,400	\$ -	0%
<b>Total Programs &amp; Projects:</b>	<b>\$ 3,415,491</b>	<b>\$ 3,774,001</b>	<b>\$ (358,510)</b>	
<b>Dues</b>				
Grandview	\$ 7,811	\$ 7,811	\$ -	0%
Granger	\$ 3,119	\$ 3,119	\$ -	0%
Harrah	\$ 858	\$ 858	\$ -	0%
Mabton	\$ 2,006	\$ 2,006	\$ -	0%
Moxee	\$ 4,176	\$ 4,176	\$ -	0%
Naches	\$ 1,467	\$ 1,467	\$ -	0%
Selah	\$ 7,140	\$ 7,140	\$ -	0%
Sunnyside	\$ 11,028	\$ 11,028	\$ -	0%
Tieton	\$ 1,455	\$ 1,455	\$ -	0%
Toppenish	\$ 6,429	\$ 6,429	\$ -	0%
Union Gap	\$ 5,875	\$ 5,875	\$ -	0%
Wapato	\$ 3,985	\$ 3,985	\$ -	0%
Yakima	\$ 55,447	\$ 55,447	\$ -	0%
Yakima Co	\$ 51,766	\$ 51,766	\$ -	0%
Zillah	\$ 2,709	\$ 2,709	\$ -	0%
<b>Total Dues</b>	<b>\$ 165,271</b>	<b>\$ 165,271</b>	<b>\$ -</b>	
<b>Total Revenue:</b>	<b>\$ 3,580,762</b>	<b>\$ 3,939,272</b>	<b>\$ (358,510)</b>	<b>-10%</b>



**Yakima Valley Conference of Governments**  
**Approved Amended Budget May 16, 2018**

Consolidated:

<b>Expenses</b>	<b>2018</b>	<b>Amended</b>	<b>change</b>	<b>%</b>
<b>Salaries and Benefits</b>				
Salaries	\$ 878,000	\$ 878,000	\$ -	0%
Health Insurance	\$ 115,500	\$ 115,500	\$ -	0%
Life Insurance	\$ 1,500	\$ 1,500	\$ -	0%
Retirement Contribution	\$ 112,000	\$ 112,000	\$ -	0%
Social Security Equivalent	\$ 68,000	\$ 68,000	\$ -	0%
Unemployment Insurance Tax	\$ 9,000	\$ 9,000	\$ -	0%
Workers Compensation	\$ 4,000	\$ 4,000	\$ -	0%
<b>Total Salaries &amp; Benefits</b>	<b>\$ 1,188,000</b>	<b>\$ 1,188,000</b>	<b>\$ -</b>	
<b>Other Expenses</b>				
Communication Services	\$ 11,700	\$ 11,700	\$ -	0%
Consultants & Contracted				
Services	\$ 104,200	\$ 104,200	\$ -	0%
Advertising	\$ 15,000	\$ 15,000	\$ -	0%
Incentives	\$ 8,000	\$ 8,000	\$ -	0%
Insurance - Property & Libability	\$ 9,000	\$ 9,000	\$ -	0%
Office Equipment	\$ 17,000	\$ 17,000	\$ -	0%
Pass Through Funding -				
Homeless Prog.	\$ 1,885,000	\$ 2,243,510	\$ (358,510)	-19%
Registration & Dues	\$ 61,087	\$ 61,087	\$ -	0%
Professional Development	\$ 20,000	\$ 20,000	\$ -	0%
Rentals & Leases	\$ 160,000	\$ 160,000	\$ -	0%
Repair & Maintenance	\$ 5,500	\$ 5,500	\$ -	0%
Supplies	\$ 32,000	\$ 32,000	\$ -	0%
Travel	\$ 64,000	\$ 64,000	\$ -	0%
Utilities	\$ 275	\$ 275	\$ -	0%
<b>Total Other Expenses</b>	<b>\$ 2,392,762</b>	<b>\$ 2,751,272</b>	<b>\$ (358,510)</b>	
<b>Total Expenses</b>	<b>\$ 3,580,762</b>	<b>\$ 3,939,272</b>	<b>\$ (358,510)</b>	<b>-10%</b>

