



YVCOG EXECUTIVE COMMITTEE AGENDA

Monday, July 16, 2018
1:30 p.m.

The 300 Building
311 North 4th St, Suite 204, Yakima

YVCOG EXECUTIVE COMMITTEE MEMBERS:

Jim Restucci, Chair, City of Sunnyside
Janice Gonzales, Council Member, City of Zillah
Mike Leita, Commissioner, Yakima County
Dan Olson, Member-at-Large

John Hodkinson, Vice-Chair, City of Union Gap
Brad Hill, Council Member, City of Yakima
Bill Moore, Council Member, City of Grandview

- ❖ **CALL TO ORDER** – The July 16, 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*

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.

1. Approval of Minutes: June 18, 2018 YVCOG Executive Committee Meetings *pp 3-4*
2. Approval of Payroll: As of July 13, 2018, approve payroll vouchers JUL-18-001 through JUL-18-006 in the amount of \$91,235.00 through electronic fund transfers. *p.5*
3. Approval of Accounts Payable Vouchers: As of July 13, 2018, approve claim vouchers numbered JUL-18-007 through JUL-18-049 in the total amount of \$222,636.063 *pp. 5-8*
4. Approval of 2-year contracts for Year One funding: \$15,000 to Rod’s House for outreach, \$15,000 to Transform Yakima Together for outreach, and \$125,000 capital contract for Rod’s House. *pp. 9-14*

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

OLD BUSINESS

1. City of Yakima Permanent Shelter Funding Request *pp. 15-18, 18A-G*
Larry Mattson, Executive Director

Action: *“I move to authorize YVCOG to issue a Request for Proposals (RFP) for utilities for a permanent shelter in an amount up to \$250,000, subject to available funds.”*

2. Homeless Housing and Assistance Program Governance
Larry Mattson, Executive Director
 - Presentation of YVCOG staff’s recommendation *pp. 19-22*
 - Presentation of Governance Subcommittee’s recommendation, Sara Watkins, City of Yakima Senior Assistant Attorney *pp. 23-36*

Action: *Select One*

- “I move to approve the advisory committee structure as presented by YVCOG staff, and direct staff to begin working with Yakima County to ensure the full transfer of authority for the Homeless Housing & Assistance Program to YVCOG by December 31st, 2018.”

OR

- “I move to approve the revised governance structure as presented by Sara Watkins on behalf of the Governance Committee, and direct staff to begin transferring the administration of 2163 funds for Homeless Housing & Assistance to Yakima County or other local government entity, to be completed no later than December 31st, 2018.”

NEW BUSINESS

1. Executive Director’s Correspondence

Larry Mattson, Executive Director

- Update: Urban Institute Administrative Data Training & Tech. Assistance
Action: Information

2. Staff Reports

A. Budget Report – Chris Wickenhagen, Deputy Director pp. 37-40
Action: Information

B. Planning Program – Mike Shuttleworth, Planning Manager
Action: Information

C. Homeless Program Update – Crystal Testerman, Homeless Housing and Assistance Program Manager
Action: Information

3. 2019 YVCOG Budget Process p. 41

Larry Mattson, Executive Director

- Appoint 2019 Budget Subcommittee
Action: Discuss and approve. “I move to approve the 2019 Budget Subcommittee.”
- Adopt 2019 Budget Schedule
Action: Discuss and approve. “I move to approve the 2019 budget schedule.”

4. September 19, 2018 YVCOG General Membership Meeting

Larry Mattson, Executive Director

- Location: Zillah Civic Center
- Program – Our Local Legislators: 2018 Session Wrap-up & 2019 Session Look-Ahead
Action: Information

OTHER BUSINESS

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
June 18, 2018

CALL TO ORDER

Vice Chair John Hodkinson called the June 18, 2018 meeting of the YVCOG Executive Committee to order at 1:31 p.m.

ROLL CALL &
INTRODUCTIONS

- Members present: John Hodkinson, Bill Moore, Mike Leita, Brad Hill, Dan Olson
- Members present via teleconference: Chair Jim Restucci
- Members absent: Janice Gonzales
- YVCOG staff present: Larry Mattson, Lance Larsen, Tamara Hayward and Jodi Smith
- Others present: Cliff Moore, Lowel Krueger, 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
*Consent Agenda**

- Approval of Minutes: May 21, 24 and 31, 2018 YVCOG Executive Committee Meetings
- Approval of Payroll: As of June 18, 2018, approve payroll vouchers JUN-18-001 through JUN-18-006 in the amount of \$91,235.00 through electronic fund transfers.
- Approval of Accounts Payable Vouchers: As of June 18, 2018, approve claim vouchers numbered JUN-18-007 through JUN-18-057 in the total amount of \$343,991.70.
- Monthly Budget Report, May 2018
- Homeless Housing & Assistance Program Contract Modifications – Reduce 2017-2018 contract amounts to rollover to 2018-2020 contracts
 - Catholic Charities CHG 2017-2018 Mod 3 (\$52,000.00)
 - Rod's House Coordinated Entry Mod 1 (\$4,000.00)

Brad Hill moved to approve the Consent Agenda. Bill Moore seconded the motion. Consent agenda is unanimously approved.

Executive Director's
Correspondence

Larry Mattson, Executive Director

- Request for assistance – Generating Hope's Wapato shelter operations. Emergency reserve policy states the fund to be used to reimburse a city, town or County. The emergency reserve fund has already been designated to the City of Yakima and has not yet been replenished. The City of Wapato has been made aware of the situation.
- 2018 NARC Conference – Rural Broadband will also be presenting at the Association of Washington Cities (AWC) conference next week. This is an issue that Partners for Rural Washington is also bringing forward as a matter of public safety.
- The Urban Institute will be visiting and attending the Executive Committee meeting in July. YVCOG has a Training and Technical Assistance contract for administrative data including pay for success contracts for homeless program - HMIS and PIT.
- 2019 Regional Solutions Conference. April 17-19 in Tri-Cities. Agenda is being formulated. Other COGS are interested in partnering with us.

Action: Information

*Program Updates**

Planning Program: Mike Shuttleworth reported on planning activities. Granger has an outdoor arena project, rezone application, application for subdivision. For Union Gap - meeting with applicants on future projects, boundary line adjustments, wetlands inventory. In Granger, Mike met with the City Council on Healthy City, Healthy Residents project and also heard about their new splash park which is fairly simple but has high usage.

Homeless Program: Lance Larsen reported on the 2018 Point in Time (PIT) stakeholders report, which is a night in January where there is a nationwide effort to count the homeless population. Some differences this year include contracting with a professional firm to conduct the count. Mr. Leita thanked the

Homeless Housing & Assistance Program Contracts: Year One Funding

homeless program staff for the valuable PIT count based on solid methods used in this survey. This gives the Executive Committee solid data that we can use to make better decisions in the future.

Action: Informational

Larry Mattson and Lance Larsen presented RFP guidelines and the process used by the 7-member scoring committee. Questions and discussion and questions followed including use of additional 2163 funds, additional funds needed by City of Yakima for temporary and permanent homeless shelter site, and the need for community input for dispersing anticipated additional 2163 funds. Mr. Leita stated that there is an estimated \$1.1 million in 2163 reserves, without the extra fees that will be collected starting in July. Current Governance structure has the YVCOG Executive Committee requesting additional 2163 funds. Mr. Leita stated for the BOCC that they will not respond to a request made from the YVCOG General Membership, until they get direction for the excess funds from the YVCOG Executive Committee. YVCOG requests monthly 2163 receipts. A written request will be sent to Charles Ross, Auditor.

There was discussion regarding a request to Andy Ferguson for sending a written description of the electrical demands and the estimated funding needed.

Mike Leita moved to approve and authorize the Chair to sign after provider signature of the CHG contracts and local 2163 contracts without asterisks. Seconded by Dan Olson. Motion carried unanimously.

Mike Leita stated that Yakima County is hesitant about releasing additional anticipated 2163 funds without community input. The release of additional 2163 funds will be discussed after a broader community process and Homeless Program governance has been decided. He requested the issue of Governance be decided at the July 16th meeting of the Executive Committee.

OTHER BUSINESS

Homeless Housing & Assistance Program Governance – Larry Mattson recapped the last meeting regarding coming to agreement with Lowel Krueger, Sara Watkins, Larry, Chris and Crystal. Have met 3 times and are scheduled to meet again next week. Looking at by-laws, articles, interlocal agreement. Discussion scheduled to resume June 27th.

Mike Leita stated that the County position is that YVCOG cannot be removed as program administrator. They need an acceptable process for balanced community input. We have a working process in place. What is missing is the equivalent of the HPPC/Homeless Network.

Special Meeting was discussed for a date after the governance committee meets on June 27th.

Mike Leita discussed an Executive Committee vote on Governance and making a decision at the July 16th meeting. There was general agreement from the Executive Committee members.

Executive Session

Motion: I move the Executive Committee go into closed session under RCW 42.30.110 (1)(g) to discuss the performance of Larry Mattson, Executive Director

“The Yakima Valley Conference of Governments shall convene an Executive Session, pursuant to RCW 42.30.110(1)(g), for the purpose of discussing the performance of Executive Director, Larry Mattson. This session will begin at 3:19 o'clock and will be concluded at 3:29.”

PUBLIC COMMENT

None

ADJOURN

With no other business, Vice Chair Hodkinson adjourned the meeting at 3:29 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 **\$313,871.03** this 16th day of July, 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 #
2018				
JUL-18-001	YVCOG	Salaries & Wages, *July*	\$67,000.00	
JUL-18-002	YVCOG	Retirement, *July*	\$8,510.00	
JUL-18-003	YVCOG	Social Security / Medicare, *July*	\$4,800.00	
JUL-18-004	YVCOG	Medical, *July*	\$9,900.00	
JUL-18-005	YVCOG	Worker's Compensation, *July*	\$210.00	
JUL-18-006	YVCOG	Unemployment, *July*	\$815.00	
JUL-18-007	Catholic Charities	Homeless Services	\$16,000.00	
JUL-18-008	Entrust	Homeless Services	\$14,000.00	
JUL-18-009	Lower Valley Crisis Service	Homeless Services	\$5,000.00	
JUL-18-010	People for People	Homeless Services	\$0.00	
JUL-18-011	Rod's House	Homeless Services	\$2,100.00	
JUL-18-012	Transform Yakima Together	Homeless Services	\$57,000.00	
JUL-18-013	Yakima Neighborhood Health Svcs.	Homeless Services	\$50,000.00	
JUL-18-014	Yakima Valley Farmworkers/NCAC	Homeless Services	\$31,000.00	
JUL-18-015	YWCA	Homeless Services	\$600.00	
JUL-18-016	Alliant Communications	Phone System - Voice Partner Plan	\$172.04	
JUL-18-017	Allstream (formerly Integra Telecom)	DSL/Phone Service	\$1,000.00	
JUL-18-018	Conference of Governments	Petty Cash reimbursement	\$200.00	
JUL-18-019	Graf Investments	Rent/Janitorial Services	\$6,541.74	
JUL-18-020	Key Bank	Bank Fees	\$100.00	
JUL-18-021	LiftForward - Microsoft Surface Plus for Business	Surface Pro Computer - Business Membership (5)	\$350.01	
JUL-18-022	Meyer, Fluegge & Tenney	Professional Legal Services	\$1,392.00	
JUL-18-023	Printing Department	Purchasing Support, Printing	\$200.00	
JUL-18-024	US Bank (JR)	P-card Purchases	\$2,500.00	
JUL-18-025	US Bank (LM)	P-card Purchases	\$5,000.00	
JUL-18-026	US Bank (TH)	P-card Purchases	\$5,000.00	
JUL-18-027	USPS	Postage	\$100.00	
JUL-18-028	Xerox Corp	Copier Lease & Maintenance Agrmt	\$700.00	
JUL-18-029	Yakima County	Technology Support, etc.	\$1,217.04	
JUL-18-030	Yakima Waste Systems	Recycle service	\$24.00	
JUL-18-031	Alan Adolf	Registration/Travel Reimbursement	\$200.00	
JUL-18-032	Brian Galloway	Registration/Travel Reimbursement	\$40.00	
JUL-18-033	Chris Wickenhagen	Registration/Travel Reimbursement	\$20.00	
JUL-18-034	Crystal Testerman	Registration/Travel Reimbursement	\$200.00	
JUL-18-035	Jodi Smith	Registration/Travel Reimbursement	\$20.00	
JUL-18-036	Lance Larsen	Registration/Travel Reimbursement	\$20.00	
JUL-18-037	Lauris Mattson	Registration/Travel Reimbursement	\$300.00	
JUL-18-038	Mike Shuttleworth	Registration/Travel Reimbursement	\$200.00	
JUL-18-039	Tamara Hayward	Registration/Travel Reimbursement	\$20.00	
JUL-18-040	William Denton	Registration/Travel Reimbursement	\$20.00	
JUL-18-041	Daily Sun News	August M/RTIP Amendment (English/Spanish)	\$250.00	
JUL-18-042	Eco Resource Management	Robert Shull - transportation modeling (thru June)	\$624.00	
JUL-18-043	Entrust	Homeless Services - April (\$6,599.20) and May (\$9,669.52)	\$16,268.72	
JUL-18-044	MacFarlane Estep	Jurassic Parliament (Robert's Rules) Training - Yakima Chamber of Commerce - 7/11/18	\$2,000.00	
JUL-18-045	MetroCount	Traffic Counter supplies (Battery Packs & Road Tube)	\$710.45	
JUL-18-046	Office Depot	Miscellaneous Office Supplies	\$46.03	
SUB TOTAL			\$312,371.03	

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 **\$291,691.83**

			Auditing Officer	
	VENDOR	INVOICE #	AMOUNT	WARRANT #
	2018			
1	Salaries & Wages, *July*	JUL-18-001	\$67,000.00	
2	Retirement, *July*	JUL-18-002	\$8,510.00	
3	Employment Security Dept/Social Security, *July*	JUL-18-003	\$4,800.00	
4	Employee Benefit Trust/Medical, *July*	JUL-18-004	\$9,900.00	
5	Worker's Compensation/Worker's Comp, *July*	JUL-18-005	\$210.00	
6	Employment Security Dept/Unemployment, *July*	JUL-18-006	\$815.00	
7	Catholic Charities - Homeless services	JUL-18-007	\$16,000.00	
8	Entrust - Homeless Services	JUL-18-008	\$14,000.00	
9	Lower Valley Crisis Service - Homeless services	JUL-18-009	\$5,000.00	
10	People for People - Homeless services	JUL-18-010	\$0.00	
11	Rod's House - Homeless services	JUL-18-011	\$2,100.00	
12	Transform Yakima Together - Homeless services	JUL-18-012	\$57,000.00	
13	Yakima Neighborhood Health - Homeless services	JUL-18-013	\$50,000.00	
14	Yakima Valley Farmworkers/NCAC - Homeless services	JUL-18-014	\$31,000.00	
15	YWCA - Homeless services	JUL-18-015	\$600.00	
16	Alliant Communications - Phone System Service & Support	JUL-18-016	\$172.04	
17	Allstream - DSL/Phone Service	JUL-18-017	\$1,000.00	
18	Conference of Governments - petty cash reimbursement	JUL-18-018	\$200.00	
19	Graf Investments - Rent/Janitorial, *August*	JUL-18-019	\$2,197.28	
20	Graf Investments - Rent/Janitorial, *August*	JUL-18-019	\$4,344.46	
21	Key Bank - Monthly banking fees	JUL-18-020	\$100.00	
22	LiftForward - Microsoft Surface Plus for Business - monthly computer business membership	JUL-18-021	\$350.01	
23	Meyer, Fluegge, & Tenney - Professional Legal Services	JUL-18-022	\$1,392.00	
24	Printing Department - Purchasing support / printing	JUL-18-023	\$200.00	
25	US Bank (JR) - P-card	JUL-18-024	\$2,500.00	
26	US Bank (LM) - P card	JUL-18-025	\$5,000.00	
27	US Bank (TH) - P-card	JUL-18-026	\$5,000.00	
28	USPS - Postage reimbursement	JUL-18-027	\$100.00	
29	Xerox Corp / Copier Lease	JUL-18-028	\$700.00	
30	Yakima County Technology Services	JUL-18-029	\$1,217.04	
31	Yakima Waste Systems	JUL-18-030	\$24.00	
?	Alan Adolf, *July*	JUL-18-031	\$200.00	
33	Brian Galloway, *July*	JUL-18-032	\$40.00	
34	Chris Wickenhagen, *July*	JUL-18-033	\$20.00	
	Sub Total		\$291,691.83	

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 **\$22,179.20**

Auditing Officer

	VENDOR	INVOICE #	AMOUNT	WARRANT #
35	Crystal Testerman, *July*	JUL-18-034	\$200.00	
36	Jodi Smith, *July*	JUL-18-035	\$20.00	
37	Lance Larsen, *July*	JUL-18-036	\$20.00	
38	Larry Mattson, *July*	JUL-18-037	\$300.00	
39	Mike Shuttleworth, *July*	JUL-18-038	\$200.00	
40	Tamara Hayward, *July*	JUL-18-039	\$20.00	
41	William Denton, *July*	JUL-18-040	\$20.00	
42	Daily Sun News - August M/RTIP Amendment (Eng/Sp)	JUL-18-041	\$250.00	
43	Eco Resource Management Systems - Trans. Modeling	JUL-18-042	\$624.00	
44	Entrust - Homeless Services (April and May 2018)	JUL-18-043	\$16,268.72	
45	MacFarlane Estep - Jurassic Parliament Training	JUL-18-044	\$2,000.00	
46	MetroCount - Traffic Counter Supplies	JUL-18-045	\$710.45	
47	Office Depot - Miscellaneous Office Supplies	JUL-18-046	\$46.03	
48	Office Depot - Miscellaneous Office Supplies	JUL-18-047	\$500.00	
49	WSRO - 2018 Wheel Options Contribution/Prizes	JUL-18-048	\$600.00	
50	Yakima Herald Republic - August M/RTIP Amendment	JUL-18-049	\$250.00	
51	Yakima Herald Republic/EI Sol - August M/RTIP Amendment	JUL-18-049	\$150.00	
52			\$0.00	
53			\$0.00	
54			\$0.00	
55			\$0.00	
56			\$0.00	
57			\$0.00	
58			\$0.00	
59			\$0.00	
60			\$0.00	
61			\$0.00	
	Sub Total		\$22,179.20	
	July 2018 GRAND TOTAL		\$313,871.03	

**AGREEMENT BETWEEN
YAKIMA VALLEY CONFERENCE OF GOVERNEMENTS
AND
TRANSFORM YAKIMA
IN CONJUNCTION WITH PROGRAM YEAR 2018 – 2019 for the
CONSOLIDATED HOMELESS GRANT (CHG) & HOMELESS HOUSING AND ASSISTANCE FUND (HHAF)**

1. Grantee Transform Yakima Together PO BOX 363 Yakima, WA 98907		2. Contract Amount \$15,000.00	3. Tax ID # 51-0175998
4. Grantee's Program Representative Andrew Ferguson, Exec Director (509)426-2929 Aferguson57@gmail.com		5. YVCOG Program Representative Crystal Testerman, Program Manager (509)424-4695 crystal.testerman@yvcog.org	
6. Grantee's Financial Representative Andrew Ferguson, Exec Director (509)426-2929 Aferguson57@gmail.com		7. YVCOG's Contract Representative Lance Larsen, Financial Coordinator (509)574-1550 Lance.larsen@yvcog.org	
8. Contract #/Project Type: TYT – Outreach 2018-2020 Outreach Services		9. CONTRACT START DATE 7/1/2018	10. CONTRACT END DATE 6/30/2020
11. Original Grant Amount \$15,000.00	12. Modification Amount	14. Funding Authority Local Surcharge Fee - 2163 funds	
13. TOTAL CONTRACT AMOUNT \$15,000.00		15. State/Federal BARS code 001-712-516-50-X09	16. CFDA # N/A
17. Grantee Selection Process: (check all that apply) <input type="checkbox"/> Sole Source <input checked="" type="checkbox"/> Competitive Bidding/RFP <input type="checkbox"/> Pre-Approved by Funder		18. Grantee Type: (check all that apply) <input type="checkbox"/> Public Organization/Jurisdiction <input type="checkbox"/> Contractor <input checked="" type="checkbox"/> Subrecipient <input checked="" type="checkbox"/> Non-Profit	
Grant Purpose: This grant is designed to support an integrated system of housing assistance that can immediately address the need of a household or individual experiencing homelessness, in turn connecting them with the resources needed to end that homeless episode. Funded projects will support Yakima County's 5-Year Homeless Plan to Make Homelessness Brief and Rare through innovative practices that limit barriers to entry and prioritize unsheltered clients.			
Y V C O G and the GRANTEE, as identified above, acknowledge and accept the terms of this Agreement and attachments and have executed this Agreement on the date signed, to start as of the date and year referenced above. The rights and obligations of both parties to this Agreement are governed by this Agreement and the following other documents incorporated by reference: (1) Terms and Conditions, (2) GRANTEE's 2018 - 2020 Homeless Housing, Operations, and Services Application for Funding – Scope of Work, (3) Guidelines for Homeless Housing and Assistance Fund (HHAF), (4) Guidelines for the Consolidated Homeless Grant (CHG), and (5) YVCOG's Grant Agreement with the Department of Commerce.			

(FACE SHEET)

<u>Category</u>	<u>Amount</u>
Year 1: 7/1/2018 – 6/30/2019	
Admin – Indirect (6%)	\$900
Operations	\$14,100
Year 2: 7/1/2019 – 6/30/2020	
Admin – Indirect (6%)	\$900
Operations	\$14,100
TOTAL	\$30,000

SECTION NO. 4: PAYMENT

YVCOG shall reimburse GRANTEE an amount not to exceed the amount set forth on the FACE SHEET of this Agreement for all things necessary, or incidental to the performance of services as set forth in Section No. 1 of this Agreement.

GRANTEE's reimbursement for services set forth in Section No. 1 of this Agreement shall be in accordance with the terms and conditions outlined in the BUDGET chart located in Section No. 3 of this Agreement (above), as well as in accordance with the Program performance requirements. The YVCOG reserves the right to revise this amount in any manner which YVCOG may deem appropriate, to account for any future fiscal limitations affecting the YVCOG.

SECTION NO. 5: NOTICES

A. Notices required by this Agreement shall be in writing and delivered via mail (postage prepaid), commercial courier, or personal delivery or sent by facsimile or other electronic means. Any notice delivered or sent as afore said shall be effective on the date of delivery. All notices and other written communications under this Agreement shall be addressed to the individuals in the capacities indicated below, unless otherwise modified by subsequent written notice between the YVCOG and GRANTEE.

B. Communication and details concerning this Agreement shall be directed to the Agreement representatives as identified on the FACE SHEET.

SECTION NO. 6: SPECIAL CONDITIONS

GRANTEE shall participate in the Yakima County Coordinated Entry Assessment program for services provided under this Agreement, as applicable. The GRANTEE is responsible for designating a staff person who shall attend bi-monthly Coordinated Entry meetings and participate in the planning for future coordinated service efforts.

The GRANTEE shall employ a progressive engagement approach if the GRANTEE will provide rental assistance under this Agreement.

The GRANTEE shall send essential staff to all mandatory YVCOG trainings and information meetings.

The GRANTEE is responsible for re-evaluating the program participant's eligibility in accordance with the Guidelines for Homeless Housing and Assistance Fund (HHAF) and the Guidelines for the Consolidated Homeless Grant (CHG).

Specific to Project: "No special conditions."

SECTION NO. 7: GENERAL CONDITIONS

A. DOCUMENTATION AND RECORD KEEPING

1) Records to be Maintained

**AGREEMENT BETWEEN
YAKIMA VALLEY CONFERENCE OF GOVERNEMENTS
AND
ROD'S HOUSE
IN CONJUNCTION WITH PROGRAM YEAR 2018 – 2019 for the
CONSOLIDATED HOMELESS GRANT (CHG) & HOMELESS HOUSING AND ASSISTANCE FUND (HHAF)**

1. Grantee Rod's House 204 South Naches Avenue Yakima WA 98901		2. Contract Amount \$15,000.00	3. Tax ID # 36-4659738
4. Grantee's Program Representative Joshua Jackson, Exec Director (509)895-2665 joshua@rodshouse.org		5. YVCOG Program Representative Crystal Testerman, Program Manager (509)424-4695 crystal.testerman@yvcog.org	
6. Grantee's Financial Representative Joshua Jackson, Exec Director (509)895-2665 joshua@rodshouse.org		7. YVCOG's Contract Representative Lance Larsen, Financial Coordinator (509)574-1550 Lance.larsen@yvcog.org	
8. Contract #/Project Type: RH - Outreach 2018-2020 Outreach Services		9. CONTRACT START DATE 7/1/2018	10. CONTRACT END DATE 6/30/2020
11. Original Grant Amount \$15,000.00	12. Modification Amount \$0.00	14. Funding Authority Local Surcharge Fee - 2163 Funds	
13. TOTAL CONTRACT AMOUNT \$15,000.00		15. State/Federal BARS code 001-722-513-50-X02	16. CFDA # N/A
17. Grantee Selection Process: (check all that apply) <input type="checkbox"/> Sole Source <input checked="" type="checkbox"/> Competitive Bidding/RFP <input type="checkbox"/> Pre-Approved by Funder		18. Grantee Type: (check all that apply) <input type="checkbox"/> Public Organization/Jurisdiction <input type="checkbox"/> Contractor <input checked="" type="checkbox"/> Subrecipient <input checked="" type="checkbox"/> Non-Profit	
Grant Purpose: This grant is designed to support an integrated system of housing assistance that can immediately address the need of a household or individual experiencing homelessness, in turn connecting them with the resources needed to end that homeless episode. Funded projects will support Yakima County's 5-Year Homeless Plan to Make Homelessness Brief and Rare through innovative practices that limit barriers to entry and prioritize unsheltered clients.			
Y V C O G and the GRANTEE, as identified above, acknowledge and accept the terms of this Agreement and attachments and have executed this Agreement on the date signed, to start as of the date and year referenced above. The rights and obligations of both parties to this Agreement are governed by this Agreement and the following other documents incorporated by reference: (1) Terms and Conditions, (2) GRANTEE's 2018 - 2020 Homeless Housing, Operations, and Services Application for Funding – Scope of Work, (3) Guidelines for Homeless Housing and Assistance Fund (HHAF), (4) Guidelines for the Consolidated Homeless Grant (CHG), and (5) YVCOG's Grant Agreement with the Department of Commerce.			

(FACE SHEET)

TARGET PERFORMANCE MEASURES IDENTIFIED BY THE DEPARTMENT OF COMMERCE:

Performance Measure	2018 Baseline	Changes from Baseline	June 30, 2019 Program Target
Unduplicated persons	75	0%	75 persons
Unduplicated households	40	0%	40 households

SECTION NO. 2: TIME OF PERFORMANCE

The term of this Agreement shall commence as of the date printed on the FACE SHEET and shall terminate on the date printed on the FACE SHEET, unless terminated sooner.

SECTION NO. 3: BUDGET

The GRANTEE is authorized to spend no more than **FIFTEEN THOUSAND AND NO/100 DOLLARS (\$15,000.00)** through 6/30/2019 and no more than **FIFTEEN THOUSAND AND NO/100 DOLLARS (\$15,000.00)** through 6/30/2020.

Category	Amount
Year 1: 7/1/2018 – 6/30/2019	
Admin – Indirect (6%)	\$900
Operations	\$14,100
Year 2: 7/1/2019 – 6/30/2020	
Admin – Indirect (6%)	\$900
Operations	\$14,100
TOTAL	\$30,000

SECTION NO. 4: PAYMENT

YVCOG shall reimburse GRANTEE an amount not to exceed the amount set forth on the FACE SHEET of this Agreement for all things necessary, or incidental to the performance of services as set forth in Section No. 1 of this Agreement.

GRANTEE's reimbursement for services set forth in Section No. 1 of this Agreement shall be in accordance with the terms and conditions outlined in the BUDGET chart located in Section No. 3 of this Agreement (above), as well as in accordance with the Program performance requirements. The YVCOG reserves the right to revise this amount in any manner which YVCOG may deem appropriate, to account for any future fiscal limitations affecting the YVCOG.

SECTION NO. 5: NOTICES

A. Notices required by this Agreement shall be in writing and delivered via mail (postage prepaid), commercial courier, or personal delivery or sent by facsimile or other electronic means. Any notice delivered or sent as afore said shall be effective on the date of delivery. All notices and other written communications under this Agreement shall be addressed to the individuals in the capacities indicated below, unless otherwise modified by subsequent written notice between the YVCOG and GRANTEE.

B. Communication and details concerning this Agreement shall be directed to the Agreement representatives as identified on the FACE SHEET.

**AGREEMENT BETWEEN
YAKIMA VALLEY CONFERENCE OF GOVERNEMENTS
AND
ROD'S HOUSE
IN CONJUNCTION WITH PROGRAM YEAR 2018 – 2019 for the
CONSOLIDATED HOMELESS GRANT (CHG) & HOMELESS HOUSING AND ASSISTANCE FUND (HHAF)**

1. Grantee Rod's House 204 South Naches Avenue Yakima WA 98901		2. Contract Amount \$125,000.00	3. Tax ID # 36-4659738
4. Grantee's Program Representative Joshua Jackson, Exec Director (509)895-2665 joshua@rodshouse.org		5. YVCOG Program Representative Crystal Testerman, Program Manager (509)424-4695 crystal.testerman@yvcog.org	
6. Grantee's Financial Representative Joshua Jackson, Exec Director (509)895-2665 joshua@rodshouse.org		7. YVCOG's Contract Representative Lance Larsen, Financial Coordinator (509)574-1550 Lance.larsen@yvcog.org	
8. Contract #/Project Type: RH - Capital 2018-2020 Capital Improvement Project		9. CONTRACT START DATE 7/1/2018	10. CONTRACT END DATE 6/30/2020
11. Original Grant Amount \$125,000.00	12. Modification Amount \$0.00	14. Funding Authority Local Surcharge Fee - 2163 Funds	
13. TOTAL CONTRACT AMOUNT \$125,000.00		15. State/Federal BARS code 001-722-513-50-X02	16. CFDA # N/A
17. Grantee Selection Process: (check all that apply) <input type="checkbox"/> Sole Source <input checked="" type="checkbox"/> Competitive Bidding/RFP <input type="checkbox"/> Pre-Approved by Funder		18. Grantee Type: (check all that apply) <input type="checkbox"/> Public Organization/Jurisdiction <input type="checkbox"/> Contractor <input checked="" type="checkbox"/> Subrecipient <input checked="" type="checkbox"/> Non-Profit	
<p>Grant Purpose: This grant is designed to support an integrated system of housing assistance that can immediately address the need of a household or individual experiencing homelessness, in turn connecting them with the resources needed to end that homeless episode. Funded projects will support Yakima County's 5-Year Homeless Plan to Make Homelessness Brief and Rare through innovative practices that limit barriers to entry and prioritize unsheltered clients.</p>			
<p>Y V C O G and the GRANTEE, as identified above, acknowledge and accept the terms of this Agreement and attachments and have executed this Agreement on the date signed, to start as of the date and year referenced above. The rights and obligations of both parties to this Agreement are governed by this Agreement and the following other documents incorporated by reference: (1) Terms and Conditions, (2) GRANTEE's 2018 - 2020 Homeless Housing, Operations, and Services Application for Funding - Scope of Work, (3) Guidelines for Homeless Housing and Assistance Fund (HHAF), (4) Guidelines for the Consolidated Homeless Grant (CHG), and (5) YVCOG's Grant Agreement with the Department of Commerce.</p>			

(FACE SHEET)

SECTION NO. 3: BUDGET

The GRANTEE is authorized to spend no more than **One Hundred Twenty-Five Thousand (\$125,000.00)** through 6/30/2019 and **One Hundred Twenty-Five Thousand** through 6/30/2020 (\$125,000.00).

<u>Category</u>	<u>Amount</u>
Year 1: 7/1/2018 – 6/30/2019	
Admin – Indirect (6%)	\$7,500
Capital Expenses	\$117,500
Year 2: 7/1/2019 – 6/30/2020	
Admin – Indirect (6%)	\$7,500
Capital Expenses	\$117,500
TOTAL	\$250,000

SECTION NO. 4: PAYMENT

YVCOG shall reimburse GRANTEE an amount not to exceed the amount set forth on the FACE SHEET of this Agreement for all things necessary, or incidental to the performance of services as set forth in Section No. 1 of this Agreement.

GRANTEE’s reimbursement for services set forth in Section No. 1 of this Agreement shall be in accordance with the terms and conditions outlined in the BUDGET chart located in Section No. 3 of this Agreement (above), as well as in accordance with the Program performance requirements. The YVCOG reserves the right to revise this amount in any manner which YVCOG may deem appropriate, to account for any future fiscal limitations affecting the YVCOG.

SECTION NO. 5: NOTICES

A. Notices required by this Agreement shall be in writing and delivered via mail (postage prepaid), commercial courier, or personal delivery or sent by facsimile or other electronic means. Any notice delivered or sent as afore said shall be effective on the date of delivery. All notices and other written communications under this Agreement shall be addressed to the individuals in the capacities indicated below, unless otherwise modified by subsequent written notice between the YVCOG and GRANTEE.

B. Communication and details concerning this Agreement shall be directed to the Agreement representatives as identified on the FACE SHEET.

SECTION NO. 6: SPECIAL CONDITIONS

IF APPLICABLE:

GRANTEE shall participate in the Yakima County Coordinated Entry Assessment program for services provided under this Agreement, as applicable. The GRANTEE is responsible for designating a staff person who shall attend bi-monthly Coordinated Entry meetings and participate in the planning for future coordinated service efforts.

The GRANTEE shall employ a progressive engagement approach if the GRANTEE will provide rental assistance under this Agreement.

The GRANTEE shall send essential staff to all mandatory YVCOG trainings and information meetings.



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

June 19, 2018

To: YVCOG EXECUTIVE COMMITTEE:

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
Larry Mattson, YVCOG Executive Director

Re: Formal Request to Be Granted Additional Funds for Water and Sewer Utilities to Camp Hope to Serve Homeless Persons

Dear Chairman Restucci and Members of the YVCOG Executive Committee:

The City of Yakima appreciates the fact that you have authorized an expenditure of \$100,000 to initiate the installation of water and sewer utilities to the current location of the temporary homeless encampment. This is a very positive step to bringing those critical utilities to what will be the permanent location of a low-barrier homeless shelter. This project is roughly divided into two phases: Phase 1 – Sewer and water utilities, with on-site connections for toilets, showers and potable water, are brought to the temporary location, and Phase 2: Sewer and water connections are extended to the permanent location, re-using as much of the infrastructure, including grinder pumps and on-site facilities, as possible.

As discussed during your Executive Committee meeting on June 18, the City has been working to develop a preliminary estimate for the total cost of both phases so that your funding decisions can be informed by hard numbers. Attached please find two documents:

1. An estimate by the engineering firm of HLA in the amount of \$231,029.60. This is the full estimate for Phase 1, including engineering and construction costs.
2. An estimate for Phase 2, extending the water and sewer utilities to the permanent location in the amount of \$263,457.80. Again, this is a full cost estimate for engineering and construction.

page 15

Based on these estimates, the City of Yakima is hereby formally requesting, through this letter, that the YVCOG Executive Board grant the City up to an additional \$154,132.56 to complete Phase 1 of the project of getting water and sewer extended to serve Camp Hope. This amount covers the difference between the \$100,000 already obligated and the full cost estimate, plus a 10% contingency to address any unforeseen costs that might arise during Phase 1.

If you need additional information, please do not hesitate to contact us.

Sincerely,



Kathy Coffey, Mayor



Cliff Moore, City Manager

CITY OF YAKIMA
Camp Hope Utility Extension (w/ Private Lift Station)
Engineer's Opinion of Construction Cost

6/8/2018

HLA Project No. 18105

Item No.	Description	Unit	Unit Cost	Overall Quantity	Overall Cost
Schedule A: Water Main Improvements					
1	Minor Change	FA	\$2,000.00	1	\$2,000.00
2	Mobilization	LS	\$4,000.00	1	\$4,000.00
3	Project Temporary Traffic Control	LS	\$1,000.00	1	\$1,000.00
4	Crushed Surfacing Base Course	TON	\$45.00	110	\$4,950.00
5	HMA Cl. 1/2-Inch PG 64-28	TON	\$100.00	60	\$6,000.00
6	Shoring or Extra Excavation	LF	\$1.00	950	\$950.00
7	PVC Pipe for Water Main 3 In. Diam.	LF	\$30.00	950	\$28,500.00
Schedule A Subtotal					\$47,400.00
Sales Tax 8.2%					\$3,888.80
Contingency 15%					\$7,700.00
Schedule A Total Estimated Construction Cost					\$58,988.80
Design Engineering 15%					\$8,850.00
Construction Engineering 15%					\$8,850.00
Schedule A Total Estimated Project Cost					\$76,688.80
Schedule B: Sewer Main Improvements (Private Lift Station)					
8	Minor Change	FA	\$2,000.00	1	\$2,000.00
9	Mobilization	LS	\$7,000.00	1	\$7,000.00
10	Crushed Surfacing Base Course	TON	\$45.00	70	\$3,150.00
11	HMA Cl. 1/2-Inch PG 64-28	TON	\$100.00	40	\$4,000.00
12	Manhole 48 In. Diam. Type 1	EA	\$3,500.00	1	\$3,500.00
13	Shoring or Extra Excavation	LF	\$1.00	500	\$500.00
14	Select Backfill, as Directed	CY	\$50.00	50	\$2,500.00
15	Sewer Lift Station (Incl. E One and Anchors)	LS	\$30,000.00	1	\$30,000.00
16	PVC Sanitary Sewer Forcemain 2 In. Diam.	LF	\$25.00	950	\$23,750.00
17	PVC Sanitary Sewer Main 4 In. Diam.	LF	\$40.00	350	\$14,000.00
18	Electrical System, Complete	LS	\$5,000.00	1	\$5,000.00
Schedule B Subtotal					\$95,400.00
Sales Tax 8.2%					\$7,822.80
Contingency 15%					\$15,500.00
Schedule B Total Estimated Construction Cost					\$118,722.80
Design Engineering 15%					\$17,810.00
Construction Engineering 15%					\$17,810.00
Schedule B Total Estimated Project Cost					\$154,342.80
Total Project Cost					\$231,029.80
Phase 1 Assumptions:					
1.	4' wide patch for each utility (road is only 20' wide)				
2.	City to complete water main tap and meter installation on 22nd St.				
3.	Approx. 100 people served (@ 50 gpd/person = 50,000 gallons average or 20,000 gallons peak)				
4.	Lift Station quote was for E One DH 272 (2 week delivery)				
5.	Water service depth = 3'				
6.	3" HDPE only comes in 40' sticks = additional welds				
7.	Includes on site utilities				
8.	Force main depth = 4'				
9.					

CITY OF YAKIMA
Camp Hope Utility Extension - Phase 2-To Permanent Location
Engineer's Opinion of Construction Cost

6/8/2018

HLA Project No. 18105

Item No.	Description	Unit	Unit Cost	Overall Quantity	Overall Cost
Schedule A: Water Main Improvements					
1	Minor Change	FA	\$2,000.00	1	\$2,000.00
2	Mobilization	LS	\$4,000.00	1	\$4,000.00
3	Shoring or Extra Excavation	LF	\$1.00	1,200	\$1,200.00
4	PVC Pipe for Water Main 3 In. Diam.	LF	\$30.00	1,200	\$36,000.00
Schedule A Subtotal					\$43,200.00
Sales Tax 8.2%					\$3,542.40
Contingency 15%					\$7,000.00
Schedule A Total Estimated Construction Cost					\$53,742.40
Design Engineering 15%					\$8,060.00
Construction Engineering 15%					\$8,060.00
Schedule A Total Estimated Project Cost					\$69,862.40
Schedule B: Sewer Main Improvements					
5	Minor Change	FA	\$5,000.00	1	\$5,000.00
6	Mobilization	LS	\$11,000.00	1	\$11,000.00
7	Shoring or Extra Excavation	LF	\$1.00	1,200	\$1,200.00
8	Select Backfill, as Directed	CY	\$50.00	50	\$2,500.00
9	Sewer Lift Station (Incl. 2 EA E One and Anchors)	LS	\$60,000.00	1	\$60,000.00
10	PVC Sanitary Sewer Main 2 In. Diam.	LF	\$25.00	1,200	\$30,000.00
11	Electrical System, Complete	LS	\$10,000.00	1	\$10,000.00
Schedule B Subtotal					\$119,700.00
Sales Tax 8.2%					\$9,815.40
Contingency 15%					\$19,400.00
Schedule B Total Estimated Construction Cost					\$148,915.40
Design Engineering 15%					\$22,340.00
Construction Engineering 15%					\$22,340.00
Schedule B Total Estimated Project Cost					\$193,595.40
Phase 2 Total Project Cost					\$263,457.80
Assumptions:					
1.	Extension of utilities from Phase 1				
2.	Phase 1 Lift Station cannot be moved and Phase 2 requires additional lift stations				
3.	Approx. 200 people served (@50 gpd/person = 10,000 gallons average or 40,000 gallons peak)				
4.	Does not include Camp Hope site utilities				
5.	Does not include permanent generator				
6.	Water service depth = 3'				
7.	Force main depth = 4'				
8.	Lift station quote was for 2 EA - E One DH 272 (2 week delivery)				



July 13, 2018

Larry Mattson
Executive Director
Yakima Valley Conference of Governments
Yakima, WA 98901

RE: Financial Request for Cost of Utilities for Camp Hope

Dear Larry,

This letter is updated from the previous letter sent June 22, 2018.

Per the conversation at the most recent YVCOG Executive Board meeting on June 18, Transform Yakima Together is requesting financial support for the electrical utilities and second driveway into the camp area and emergency access road around the camp, needed for Camp Hope for the next two years and required by the City.

As discuss, this request is somewhat delayed because of all the other decisions needed prior to this to establish the roles of all the agencies involved and to get the various approvals needed from the related Councils and Boards. As you know, I've been trying to bring all the parties together on this situation for several months.

Last month, it was finally determined and approved that the City would take the lead in getting the water and sewer utilities installed at the camp site with YVCOG providing the funding (initially approving \$100,000 and now considering additional monies based on the actual estimates coming in from the engineering firm.)

Once that decision was made, it was left to us to facilitate the installation of the electrical utilities and a second driveway into the camp area and emergency access road around the camp, both of which are required by the terms of our lease with the City and needed for meeting the basic needs of the camp as discussed in various meetings over the last few months, including the most recent and previous YVCOG Executive Board meetings.

I have solicited bids from contractors for these services and am still waiting for all of the submittals to come in. At this point, we have a bid for approximately \$52,000 for the electrical (see attached) and waiting for a second bid. However, there are a couple of unknowns or contingency issues that will affect the final cost. First, we do not know if this work will be subject to "prevailing wage" laws. If so, the cost would be closer to \$80,000. I've discussed this at length with Lance but we need someone with the proper

knowledge and authority to advise us on this. We also do not know what the cost from Pacific Power will be to actually set up the service and won't know until we actually select the contractor and he works with PP to get things going. Also, there is some work that we are responsible to dig the trenches needed for the electrical conduit. This may be an additional \$2,000 for equipment rental.

A second estimate/bid is attached for the driveway and site development work, including the emergency access road of another \$53,000. Again, there are some final details that need to be determined that would modify the actual costs, including the prevailing wage issue.

So, based on these preliminary numbers, I am estimating that the total cost for our part of the utilities will be about \$100,000, without prevailing wages. Therefore, we are asking YVCOG to approve these expenditures and their reimbursement through TYT to serve Camp Hope and its residents for the next two years per the agreements signed between our organizations and the conversations related to the camp in the recent YVCOG meetings.

I'm sorry I don't have more specifics to give you at this time but I should have all the details before the YVCOG meeting on the 16th. I'm gone on vacation for the next two weeks but will put a finish package together when I get back.

Please let me know if you have any questions or comments.

I appreciate your commitment to ending homeless and making a difference in our community. I know that our joint efforts, along with many other dedicated providers, will help change people's lives and appreciate your support.

If you have further questions or need to contact me, please call me directly on my cell phone at (714) 745-3753.

Best regards,
Andy

Andy Ferguson
Executive Director
Transform Yakima Together
509-426-2929
Aferguson57@gmail.com

MH Electric, Inc.
 PO Box 11224
 Yakima, Wa. 98909

Estimate

Date	Estimate #
6/13/2018	5592

509-452-6039

Name / Address
Camp Hope

Terms	Project
50% Ditch inspection 50% Final	Power Distribution

Qty	Description
1	600a 120/240v Single phase Current Transformer cabinet with meter including; cabinet, meter, conduit 5' exiting the service underground.
1	600a 120/240v Single phase service including; 3-200amp disconnects, 1-200amp panel, labor and back board to mount service.
1	Install conduit and wire from new service to 200a panel for Family Dorms. (Conduit run up to 200')
1	Install conduit and wire from new service to 200a panel for Women/Men dorm and bath rooms. (Conduit run up to 200')
1	Install conduit and wire from new service to 120a disconnect for Mobil Kitchen. (Conduit run up to 240')
1	Install conduit and wire from new service to 50a disconnect for existing office. (Conduit run up to 60')
1	Install conduit and wire from new service to 50a disconnect for new office. (Conduit run up to 100')
2	Install conduit and wire from new service to 30a disconnect for tiny house. (Conduit run up to 160')
6	Install conduit and wire from service at Family Dorms to each pod with a 30a feeder. (Conduit to run under trailer in ditch)
7	Install conduit and wire from service at Women/Men Dorms to each dorm, bath room and cafeteria with a 30a feeder to a sub panel located at each building. (sub panel to be mounted on a 4x4 post)
4	Install conduit and wire for lighting including; pipe, wire, switches, labor and switched receptacles for LED string lighting. (switches to be mounted at the end closes to the disconnect, receptacles to be mounted half way down the dorm. Led to be supplied and installed by customer.)
4	Install conduit and wire for receptacles including; pipe, wire, receptacles and labor. (receptacles to be mounted at the end closes to the disconnect)
1	State Inspection 600a Service with feeders.

This estimate excludes all excavation needed to provide power to all out buildings listed above in estimate.
 This estimate excludes modifications to dorms or out buildings to bring to code.
 This estimate excludes hook up of gas furnace but has power provisions provided.
 Led string lighting to be provided and installed by customer.

We thank you for the opportunity on this project. We look forward to working with you.	Subtotal	\$48,835.64
Estimate excludes trenching and P.U.D. expense if applicable. Estimate is good for 14 days from estimate date.	Sales Tax (8.2%)	\$4,004.52
Payments are to be due by the 10th of the month following invoice. Interest will be applied at the rate of 1.5% per month on past due amount.	Total	\$52,840.16

Signature _____

18C

Reference	Vendor Name	Date	Amount	Notes
18-021 - ERMSI	Eco Resource Management Systems Inc	7/2/2018	\$624.00	Transportation Modeling - services through June 2018
Account Number	Title	Category	Amount	Notes
001-360-500-41-001	UPWP 2018 Professional Services		\$624.00	

Entered Amount \$624.00

Net \$624.00

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation, and that I am authorized to authenticate and certify to said claim.

Signed: _____

4C Construction LLC
 1770 East Pomona Rd.
 Yakima Wa 98901

ESTIMATE

Camp Hope
 East Birch Street
 Behind Uhaul

Estimate # 0000147
 Estimate Date 07/11/2018

Item	Description	Unit Price	Quantity	Amount
	Excavation for new entrance:	12175.00	1.00	12,175.00
	*Includes mobilization to and from the site			
	*Includes part time supervision while on site			
	*Note:Equipment delivery of			
	**Dump truck, backhoe, Dozer, cutting equipment			
	*Dig out behind curb so curb can be cut out			
	*Removal of curb			
	*Clear and grub for new entrance			
	*Haul in fill material to build new entrance			
	*Build new entrance. Materials placed loose and track compacted.			
	*Delivery of needed equipment and start date TBD			
	Note: An estimate for Fencing or gates can be provided if needed and or requested			
	Parking lot: 11,500 plus sqft	9825.00	1.00	9,825.00
	*Furnish and place .33' of 1 1/4" minus for new parking lot			
	*Includes necessary water for compaction and dust control during excavation activities			
	New gravel access roadway as shown on KDF site plan:	11985.00	1.00	11,985.00
	*Add ground prep and a 12' wide gravel road way half way around camp hope as shown on KDF plans (Not shaded)			
	*Placement of .33 of 1 1/4 minus for road way			
	*Will finish North side of road way to connect to entry once fencing has been moved out of the way. Currently fenced in tent site is over North side roadway paralleling parking lot and will need to be moved back to compete connection of road. Additional mobing of equipment will be needed when ready for rock placement and compaction to finish. See remaining mob an rock placement below			
	*Includes necessary water for compaction and dust control during excavation activities			

Added Rock to existing entry and road way. *Furnish and place .17 of 1 1/4" minus on existing roadway. *Includes necessary water for compaction and dust control during excavation activities	6500.00	1.00	6,500.00
---	---------	------	----------

Additional mob of needed equipment, rock placement watering and compaction of materials at entry North side to compete, unless fencing has been moved and work can be completed while equipment is onsite and has not been taken off site. If fencing and trailers have been adjusted than the amount will be adjusted to reflect not needing to mob equipment back to site.	4965.00	1.00	4,965.00
--	---------	------	----------

Furnish and install a complete 48"x 24 'plus for clearance double swing gate *Concrete *Piping *Galvanized chain link Fencing *Stabilizer cables west and east side *Center pier block/concrete with whole to accommodate locking mechanize	3950.00	1.00	3,950.00
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Note: Chain and lock not included

Bid excludes:

- *Any engineering or compaction testing if needed
- *Any city fees or permits unless stated above
- *Any removal or adjustment of onsite structures, trailers, fencing or tents that may be in the way to complete project as shown on site plan
- *Any concrete or asphalt repairs
- *Any traffic control
- *Any soil sterilant
- *Parking lot striping
- *Any plumbing or electrical trenching
- *Any prevailing wage rates
- *Any bond costs if required by city
- *Anything beyond what is stated above

*Please feel free to contact us should you have any additional questions.

David with 4CCONSTLLC 509-930-3127

	Subtotal	49,400.00
	+ washington (8.20%)	4,050.80
	Total	53,450.80
	Amount Paid	0.00
	Estimate	\$53,450.80

Reference	Vendor Name	Date	Amount	Notes
46911 JCC - Meyer, Fluegge & Tenney	Meyer, Fluegge, & Tenney, Inc., PS	6/30/2018	\$1,392.00	Legal Services through 6/30/2018
Account Number	Title	Category	Amount	Notes
001-701-500-41-001	Homeless Professional Sys		\$1,392.00	

Entered Amount \$1,392.00

Net \$1,392.00

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation, and that I am authorized to authenticate and certify to said claim.

Signed: _____

YVCOG

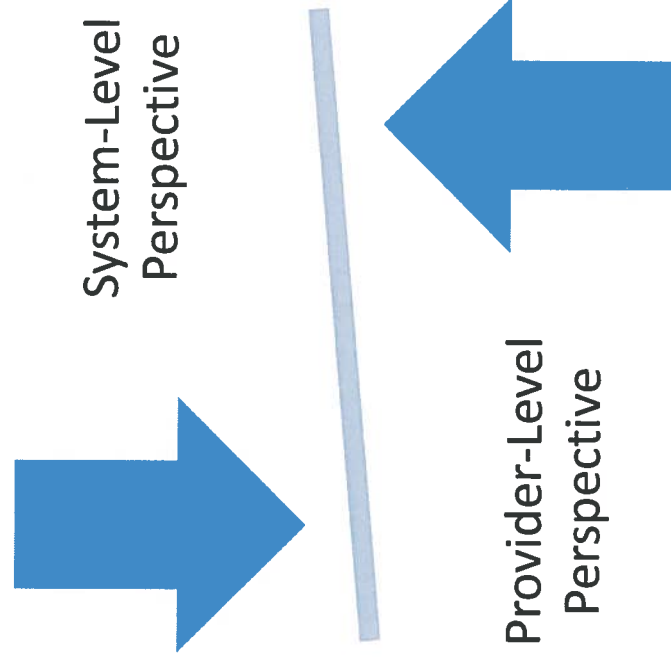
Working Draft Recommendation – Revised Advisory Committee
Structure of the Homeless Housing and Assistance Program

13 July 2018

DRAFT – For Discussion Purposes Only

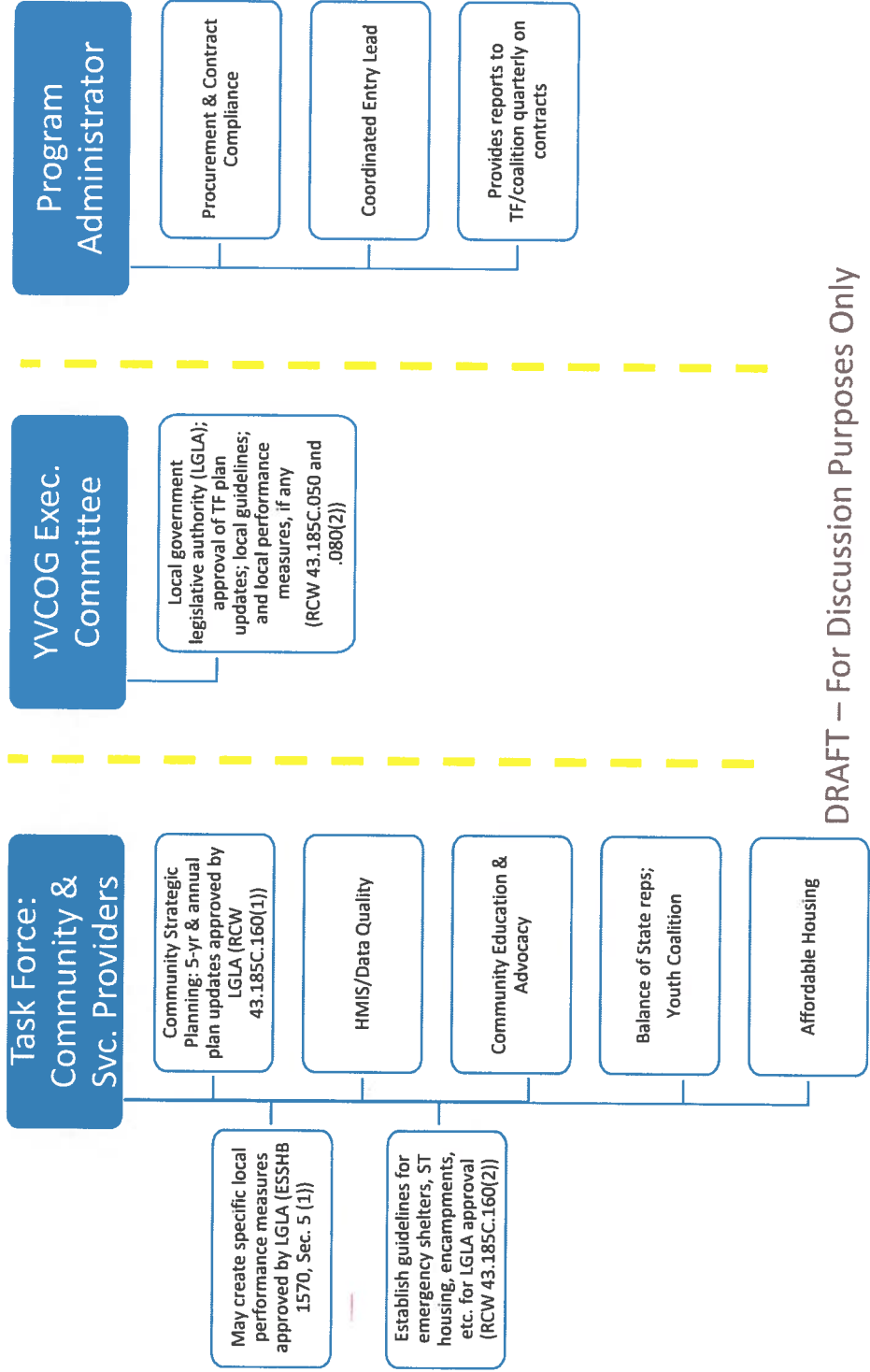
Acknowledging the Inherent Tension Between Top-Down Requirements & Bottom-Up Needs

- Per statute, the “local government legislative authority” is responsible for system-wide priorities. Pushes ‘down’ via RFPs
- Local service agencies in daily contact with clients, understand needs and push ‘up’ via input on five-year plan goals, priorities



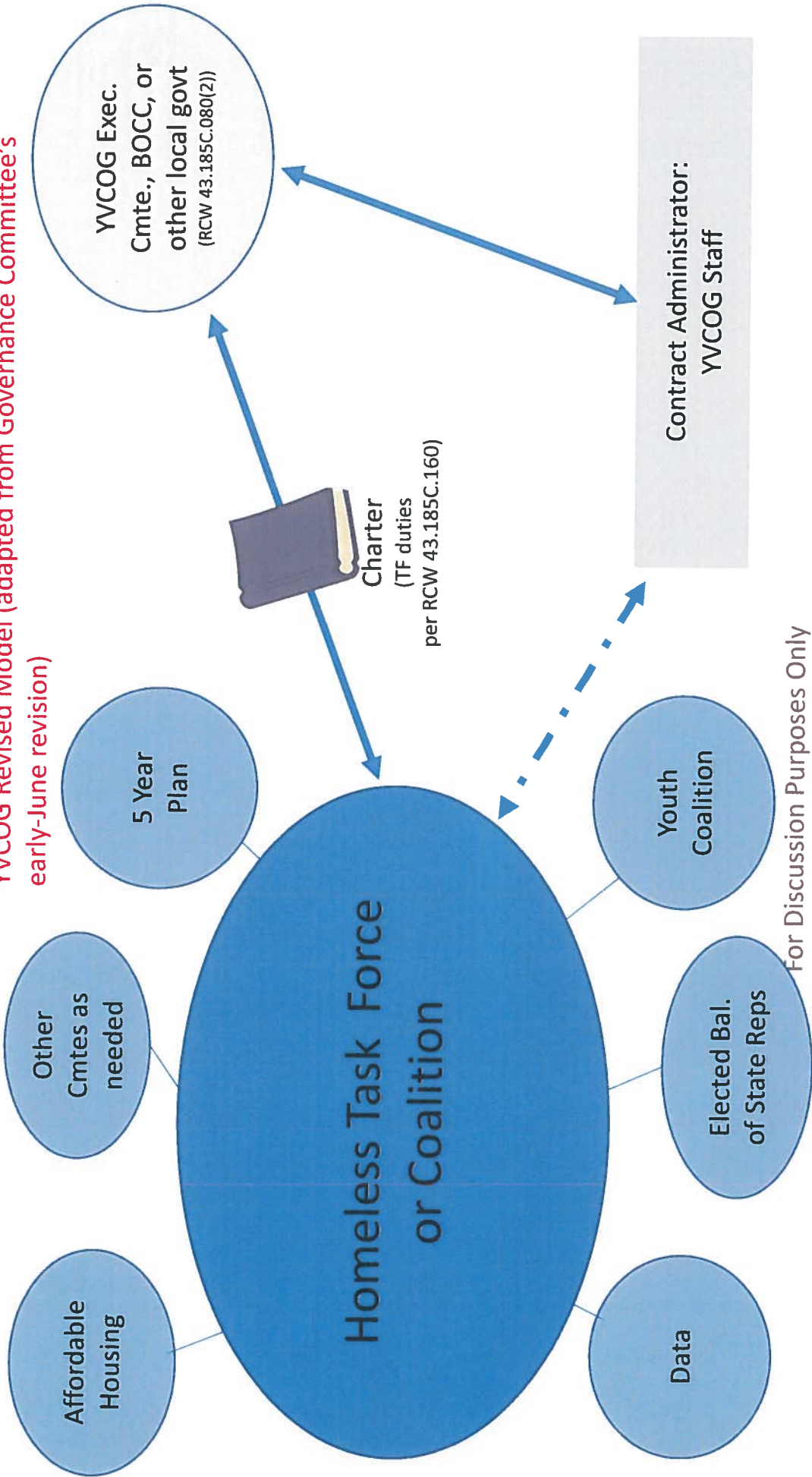
DRAFT – For Discussion Purposes Only

'Maintain Your Lane' – Key Roles of the Three Main Actors



DRAFT – For Discussion Purposes Only

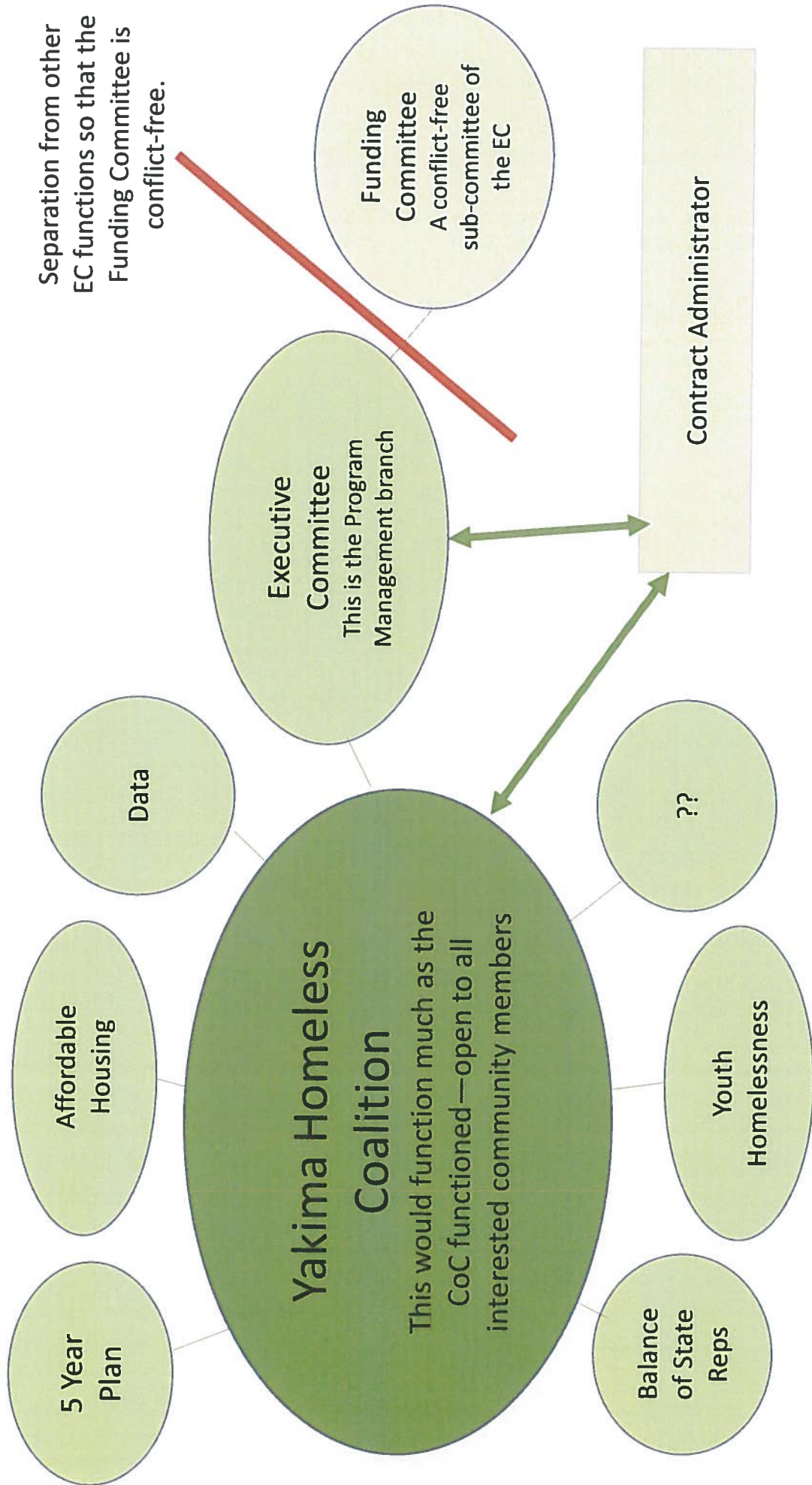
YVCOG Revised Model (adapted from Governance Committee's early-June revision)



For Discussion Purposes Only

Goals of Governance Structure

- Provide for a strategic collaborative approach to addressing homelessness in Yakima County
- Get all interested parties to the table
- Ensure fair and unbiased method of distribution of state and local funding through a conflict-free funding committee
- Increase communication and understanding between providers and the community
- Maximize communication and cross-educate all sectors and community groups affected by and responding to homelessness



Yakima Homeless Coalition

The Yakima Homeless Coalition would be the main body tasked with research, committee work, planning, and collaboration. It would function much like the Continuum of Care—an open body of all interested community members. Here are some of the items the Coalition would be charged with:

- Establishing committees to research specific matters and bring back information to the Coalition members. Examples might include: Affordable Housing, Planning/5 Year Plan Updates, metrics and evaluation.
- The Coalition would have open and fluid membership—any community member, provider, elected official, business person, chamber member, or other person interested in addressing homeless matters in Yakima County could be a member (much like the CoC before going Balance of State).
- Most of the work would get done at this level.
- Would also serve as the synchronizing agency for the CoC. Balance of State Board members to be determined by a vote of the Coalition.

Executive Committee

The Executive Committee is a committee of the Yakima Homeless Coalition, charged with oversight and accountability, and to look at matters strategically. They are the Program Manager for homeless programs in Yakima County. The Executive Committee would be made up of 9 members elected by the Coalition (unless otherwise noted as follows) falling into the following groups:

1. 1 City of Yakima elected official or staff person (determined by City Council)
2. 1 County elected official or staff person (determined by County Commissioners)
3. 1 Elected official (determined by the YVCOG General membership)
4. 1 representative working in public safety
5. 1 representative from a for-profit business
6. 1 consumer representative (homeless or formerly homeless person)
7. 3 community members determined by the Coalition from its membership.

Executive Committee

All members of the Executive Committee must attend and participate in Coalition meetings to ensure that the Executive Committee has knowledge and training on the issues being discussed. Engagement of the Executive Committee in the work of the Coalition is one key to the success of this structure, which is why attendance and participation at the Coalition meetings is required.

Engagement = Good Decision-making = Best Use of Funds = Lowering Instances of Homelessness

Executive Committee

Executive Committee Role:

- Oversight and Accountability
- Provider leadership and strategic thinking
- Evaluate long term goals and strategies
- Implement Coalition strategic plans, such as the 5 Year Plan
- Review and approve RFP and Scoring Matrix as appropriate (but not score the RFP as that is the work of the Funding Committee)
- Elect a Chair, Vice Chair and Secretary positions
- Chair should run the Coalition meetings and the Executive Committee meetings, and set all agendas.
- Be knowledgeable about homeless matters
- Attend and participate in all Coalition meetings with a requirement to attend at a minimum 60% of the Coalition meetings each calendar year.
- Be engaged in processes and planning regarding homelessness in Yakima County
- Provide information and/or support to the Contract Administrator when necessary

Funding Committee

The Funding Committee is an offshoot of the Executive Committee and has exclusive authority to score the RFP and determine what entities receive funding. **They do not make a recommendation to any other body. They make the funding decision and direct the Contract Administrator to execute contracts.**

All Executive Committee members constitute the Funding Committee EXCEPT those Executive Committee members that are applying for funding, have applied for funding in the past 10 years, or anticipate applying for funding in upcoming funding cycles. Any Executive Committee member who falls under these categories, or otherwise has a conflict of interest, must remove themselves from the Funding Committee.

Funding Committee

The Funding Committee shall have no fewer than 7 people. If more than 2 Executive Committee members are conflicted, then the Funding Committee is supplemented by members of the Coalition who are not applying for funding. The Coalition will vote in those members to the Funding Committee for that funding cycle only.

The Funding Committee could also include ad hoc members. Examples could be:

- A Balance of State Representative
- Department of Commerce Representative
- Washington Low Income Housing Representative
- Additional members elected from the YVCOG general membership

Contract Administrator/Staff

- Role: To provide administrative support to the Coalition, Executive Committee and select core committees as determined by the Executive Committee, and to administer the funding contracts for state and local funds.
- Should be an organization well-suited to carrying out the functions of contracting with agencies and oversight of contracts.
- Has no independent authority to determine policy and must follow a scope of work determined by the Coalition and Executive Committee—has an administrative function only—brings matters to the Executive Committee for review and approval.
- Contract Administrator would be selected by the Executive Committee
- Signs onto the Inter-local Agreement with the County regarding funds

Contract Administrator/Staff

Additional Roles and Responsibilities

- Administer the contracts awarded by the Funding Committee
- Provide administrative support to the Coalition and Committees
- Collaborate with federal, state and local governments to provide technical assistance on data quality
- Provide documentation to government and non-government entities as requested and necessary
- Provide budget and performance reports to the Executive Committee and Coalition, as requested
- Ensure compliance with federal, state and local requirements and ensure that providers are following contracts for funding
- Must be knowledgeable about the process and homelessness
- Should be engaged at meetings and support the work of the Committees and Coalition—works closely with committees and members
- Report to the Executive Committee about status of contracts as required
- Determine an effective and efficient procurement process and meet procurement guidelines
- Provide technical assistance as needed

Next Steps: Form a Steering Committee

If this structure is approved, it will take some time to set up the Coalition, Executive Committee and put together working documents for the structure.

We propose that a Steering Committee convene to take the next steps. It's only job would be to operationalize the structure and put in place the Coalition the Executive Committee, along with the necessary documents and other items to start work. After the model is set up and the Executive Committee is seated, the Steering Committee would automatically disband. We propose the Steering Committee be made up of people as follows:

- 1/3 of the Committee be YVCOG members (either Exec or GM)
- 1/3 of the Committee be Homeless Network members
- 1/3 of the Committee be members agreed upon by the YVCOG and HN members

Next Steps: Operationalizing this Structure

After the Steering Committee convenes, its first two steps could be as follows:

1. Set up an informational meeting

An informational meeting would likely be necessary to inform interested members of the new structure and answer any structural questions that providers, governments, stakeholders and community members may have. Invitations would go out to all former CoC members, HPPC members, and Homeless Network members. A press release would be necessary for media, and a request for the Homeless Network to place the information on its Facebook page would be made.

2. Provide notice of the meeting to convene the Coalition

As with the informational meeting, notice would need to go out to a wide range of individuals and entities. All those receiving the invitation to the informational meeting will be mailed the information about the initial Coalition meeting. Press releases would also be used to make sure that the community knows about the meeting and that they can attend.

Next Steps: Convening the Coalition

The Coalition should be convened after adequate notice is given to all possible interested parties and the community in general. The meeting would likely be run by a member of the Steering Committee, acting as the chair until the Executive Committee is formed (the chair of the EC is the chair of the Coalition).

The first meeting's agenda would likely include introductions, and explanation of the roles of the Coalition and Executive Committee (done by the Steering Committee) and voting on members to serve on the Executive Committee. After that, there could be a discussion about standing committees and a request for volunteers to serve on those committees.

The Coalition would also choose its next meeting date.

Next Steps: Documents

The following operational documents will need to be drafted and approved by the Executive Committee of the Coalition:

1. Charter
2. Bylaws
3. Conflict of Interest Statement and Policy
4. Calendar of Year and Deadlines (especially for funding/RFP)

These documents could be drafted by the Steering Committee, or a sub-committee of the Executive Committee and/or Coalition.

**YVCOG Executive Committee Meeting July 16, 2018
BUDGET REPORT
Jun-18**

Prepared By Christina Wickenhagen, Deputy Director

REVENUES RECEIVED:		2017	2018
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	\$ 296,490.49
June		\$ 219,035.19	\$ 226,368.52
July		\$ 432,976.93	\$ -
August		\$ 162,880.55	\$ -
September		\$ 288,891.74	\$ -
October		\$ 227,803.38	\$ -
November		\$ 182,735.23	\$ -
December		\$ 497,649.16	\$ -
Total Revenue MTD (through May)		\$ 1,567,596.99	\$ 2,261,223.11
Total Revenue YTD		\$ 3,579,569.17	\$ 2,261,223.11
EXPENDITURES:			
Salaries	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	\$ 64,359.97
	June	\$ 63,815.35	\$ 64,359.97
	July	\$ 64,471.15	\$ -
	August	\$ 63,344.89	\$ -
	September	\$ 63,782.99	\$ -
	October	\$ 60,278.48	\$ -
	November	\$ 58,075.18	\$ -
	December	\$ 60,464.71	\$ -
Total Salaries MTD (through May)		\$ 308,456.51	\$ 384,379.82
Total Salaries YTD		\$ 742,689.26	\$ 384,379.82
Vouchers	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	\$ 260,113.70
	June	\$ 258,527.85	\$ 268,314.70
	July	\$ 180,564.54	\$ -
	August	\$ 204,038.24	\$ -
	September	\$ 197,116.80	\$ -
	October	\$ 232,648.43	\$ -
	November	\$ 213,241.70	\$ -
	December	\$ 218,074.16	\$ -
Total Vouchers MTD (through May)		\$ 1,163,658.71	\$ 1,783,333.75
Total Vouchers YTD		\$ 2,667,870.43	\$ 1,783,333.75
TOTAL EXPENDITURES MTD (through May)		\$1,472,115.22	\$2,167,713.57
TOTAL EXPENDITURES YTD		\$3,410,559.69	\$2,167,713.57
Revenue Balance		\$169,009.48	\$93,509.54

2018
Yakima Valley Conference of Governments
Revenue Budget

50%

Grants/Contracts	June	YTD Actual Revenue	2018 Budget	Year-to-Date \$ Variance	Year-to-Date % Variance
Beginning Fund Bal-Designated **			205,000.00 **		
Administration					
Admin-Gen'l Assessment	-	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	-	1,000.00	2,000.00	1,000.00	50%
Admin-Gen'l Ala Carte	-	15,000.00	140,000.00	125,000.00	11%
Other Income (Rebates)	-	134.27	200.00	65.73	67%
Community Services	610.00	10,196.00	6,000.00	-4,196.00	170%
Sale of Scrap & Junk	-	-	400.00	400.00	0%
Total Administration	610.00	103,273.48	270,340.00	167,066.52	38%
Intergov-Local Match WSDOT	-	42,933.00	43,831.00	898.00	98%
Intergov -Local Transit	-	6,000.00	6,000.00	0.00	100%
Total Intergov-Local	-	48,933.00	49,831.00	898.00	98%
CTR - Plans & Progr WSDOT	13,200.00	39,411.02	75,000.00	35,588.98	53%
CMAQ Grant	11,405.25	35,261.87	103,750.00	68,488.13	34%
Human Services Transp Plan	5,295.71	19,614.61	12,000.00	-7,614.61	163%
FHWA-DOT-Metro Plan (PL)	25,379.57	96,994.60	350,000.00	253,005.40	28%
FTA-DOT-Metro Plan Grant	-	70,000.03	70,000.00	-0.03	100%
RTPO-WSDOT	-	56,288.24	96,996.00	40,707.76	58%
Total TRANSPORTATION	55,280.53	317,570.37	707,746.00	390,175.63	45%
Homeless Local Fees	-	807,945.64	1,258,510.00	450,564.36	64%
CHG State Grant	52,012.04	421,778.23	693,000.00	271,221.77	61%
TANF State Grant	4,551.36	24,533.27	55,000.00	30,466.73	45%
HEN State Grant	103,523.71	504,772.82	765,345.00	260,572.18	66%
HUD CoC Federal Grant	8,719.83	8,719.83	25,000.00	16,280.17	35%
Total HOMELESS	168,806.94	1,767,749.79	2,796,855.00	1,029,105.21	63%
Intergov-Scholarship	-	1,898.00	500.00	-1,398.00	380%
Member TA's 2017	-	7,400.18			
Grandview	-	1,376.10			
Granger	-	4,143.74			
Harrah	-	-			
Mabton	-	1,025.94			
Moxee	-	59.53			
Naches	-	-			
Selah	-	-			
Sunnyside	-	-			
Tieton	-	-			
Toppenish	-	-			
Union Gap	1,671.05	7,792.98			
Wapato	-	-			
Zillah	-	-			
Intergov Serv-Exec Boards (TA Contr)	1,671.05	21,798.47	114,000.00	92,201.53	19%
Total Revenue	226,368.52	2,261,223.11	3,939,272	1,678,048.89	57%

2018
Yakima Valley Conference of Governments
EXPENDITURE Budget

50%

	June	YTD Actual	2018 Budget	Annual \$ Variance	YTD % Variance
Salaries					
Salaries and Wages	\$ 64,359.97	\$ 384,379.82	\$ 870,000	44%	\$ 485,620.18
Salaries-Overtime	\$ -	\$ -	\$ 8,000	0%	\$ 8,000.00
Total Salaries and Wages	\$ 64,359.97	\$ 384,379.82	\$ 878,000	44%	\$ 493,620.18
Personnel Benefits					
Benefits-Direct	\$ 22,723.15	\$ 135,780.86	\$ 310,000	44%	\$ 174,219.14
Total Benefits	\$ 22,723.15	\$ 135,780.86	\$ 310,000	44%	\$ 174,219.14
Supplies					
Office & Operating Supplies	\$ 260.30	\$ 3,947.71	\$ 32,000	12%	\$ 28,052.29
Small Tools and Minor Equip	\$ 517.95	\$ 5,021.62	\$ 12,000	42%	\$ 6,978.38
Computer Software	\$ -	\$ -	\$ 5,000	0%	\$ 5,000.00
Total Supplies	\$ 778.25	\$ 8,969.33	\$ 49,000	18%	\$ 40,030.67
Other Services-Charges					
Professional Services	\$ 5,657.28	\$ 50,522.87	\$ 88,000	57%	\$ 37,477.13
Prof Serv-Tech Services	\$ 1,217.04	\$ 7,302.24	\$ 16,000	46%	\$ 8,697.76
Community Services	\$ -	\$ -	\$ 500	0%	\$ 500.00
Communications-Telephone	\$ 1,134.63	\$ 6,707.05	\$ 11,000	61%	\$ 4,292.95
Communication-Postage	\$ 90.35	\$ 196.65	\$ 700	28%	\$ 503.35
Travel	\$ 3,067.75	\$ 17,978.48	\$ 64,000	28%	\$ 46,021.52
Advertising	\$ 1,625.75	\$ 5,129.10	\$ 15,000	34%	\$ 9,870.90
Operating Rentals and Leases	\$ 4,594.48	\$ 36,660.75	\$ 190,000	19%	\$ 153,339.25
Insurance	\$ -	\$ 9,667.00	\$ 9,000	107%	\$ (667.00)
Utility Services	\$ 13.22	\$ 77.07	\$ 275	28%	\$ 197.93
Repair and Maintenance/Copies	\$ 237.43	\$ 2,124.24	\$ 5,500	39%	\$ 3,375.76
Homeless Provider Contracts	\$ 224,789.84	\$ 1,458,412.13	\$ 2,243,510	65%	\$ 785,097.87
Misc. (registrations, dues, subscriptions)	\$ 2,385.53	\$ 43,805.98	\$ 58,587	75%	\$ 14,781.02
Total Services	\$ 244,813.30	\$ 1,638,583.56	\$ 2,702,072	61%	\$ 1,063,488.44
Debt Services-Interest					
Interest	\$ -	\$ -	\$ 200		\$ 200.00
	\$ -	\$ -	\$ 200		\$ 200.00
Total Expenditures	\$ 332,674.67	\$ 2,167,713.57	\$ 3,939,272	55%	\$ 1,771,558.43

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2017-18 Cash Flow Statement
Yakima Valley Conference of Governments

June 2018

(Cash Basis Accounting) For the Mo Ended:

	June	July	August	September	October	November	December	January	February	March	April	May	June
Beginning cash	\$399,430.22	\$295,981.75	\$483,918.19	\$377,180.92	\$405,172.87	\$339,034.96	\$250,453.31	\$469,563.60	\$848,064.37	\$690,712.32	\$573,009.16	\$686,856.83	\$659,973.65
Fed Hwy Admin-WSDOT STP													
CTR - Grant	6,096.74						31,988.38	6,411.02		13,200.00	6,600.00		13,200.00
CMAQ Plans & Programs	13,191.85	8,257.48	8,392.42	2,699.65			10,076.32	5,610.75		9,055.17	9,190.70		11,405.25
Human Svcs Trasp Plan Grant	1,888.64		530.28					2,034.32	4,676.40	3,930.59	3,677.59		5,295.71
FHWA DOT-Metro Plan Grant	38,179.83			51,053.80		24,462.87	52,054.92	33,547.62				38,067.41	25,379.57
FTA-DOT-Metro Plan Grant	26,344.85	28,918.88		4,735.94				4,817.83		52,065.61		17,934.42	
DOT-RTPO & RTPO Long Range	10,326.03	11,289.50		7,780.59		5,386.83	203,842.00	494,450.00		20,063.83		31,406.58	
Homeless 2163 Local Fees	127,400.00	127,925.00							160,717.30	114,317.61	313,495.64		160,087.11
STATE FUNDS - Homeless Grant	126,336.37	152,420.46	178,957.54	107,168.47	121,501.50	159,675.55	165,636.72				167,647.82		
HUD Coc Grant	2,500.00			12,325.64		9,948.09							
FEDERAL FUNDS - Homeless Grant	33,737.37	46,450.72	28,400.38	95,808.58		13,265.46							8,719.83
Intergov-Ala Carte													
Technical Assistance Members	7,210.08	11,463.32	12,765.85	5,137.85	11,384.68	985.53	5,692.42	2,500.00		2,583.26	3,966.00	12,500.00	
Intergov-County/City Share-gen assess			10,742.00		10,742.00	19,115.50		55,134.50	1,875.00		19,879.00	6,084.32	2,281.05
Intergov-Local Match WSDOT						1,283.00		17,491.00	1,244.00		13,823.00		
Intergov - Local FTA (Yakima Transit)											6,000.00		
YV Community Foundation Grant													
Misc Revenue-copies, posters												5,620.00	
Associate Membership Fees			25.00			10,000.00		33.71		8.70	134.27	500.00	
Scrap & Junk				500.00									
Scholarship												1,700.00	
Expense Revenue Netted Back													
Total Receipts	\$219,035.19	\$432,976.93	\$160,380.55	\$288,891.74	\$227,803.38	\$182,735.23	\$497,649.16	\$794,533.24	\$168,512.70	\$215,224.77	\$549,587.75	\$296,490.49	\$226,368.52
Available Cash	\$518,465.41	\$728,958.68	\$644,298.74	\$666,072.66	\$632,976.25	\$521,770.19	\$748,102.47	\$1,264,096.84	\$1,016,577.07	\$905,937.09	\$1,122,596.91	\$983,347.32	\$885,242.17
Use of Funds													
Salaries	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	64,359.97	64,359.97
Personnel Benefits	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	22,693.41	22,723.15
Supplies	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	501.49	778.25
Other Services	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	236,918.80	244,813.30
Total Cash Out	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	324,473.67	332,674.67
Net Cash Flow	\$295,981.75	\$483,918.19	\$377,180.92	\$405,172.87	\$339,034.96	\$250,453.31	\$469,563.60	\$848,064.37	\$690,712.32	\$573,009.16	\$686,856.83	\$658,873.65	\$552,567.50

**PROPOSED - YAKIMA VALLEY CONFERENCE OF GOVERNMENTS
FY2019 Budget Schedule**

July 16, 2018 (Monday) – Appoint Budget Subcommittee (Chair)

- YVCOG Executive Committee (Regular Meeting) approves 2019 Budget schedule and appoints Budget Subcommittee.

August 7 – August 11, 2018 – Preliminary Budget preparation (YVCOG staff)

August 7, 2018 (Tuesday) – Budget Subcommittee Meeting (proposed 12:00 – 2:00; lunch included)

- Budget Subcommittee meets with Staff to review preliminary 2019 draft budget

August 20, 2018 (Monday) – Review Preliminary Budget Draft

- Executive Committee (Regular Meeting) reviews 2019 draft budget and provides direction to staff for preparation of recommended budget.

September 5, 2018 (Wednesday) – Draft Budget Distributed to Executive Committee

September 17, 2018 (Monday) – Approve 2019 Budget

- Executive Committee (Regular Meeting) approves recommended budget subject to approval by General Membership.

September 24, 2018 (Monday) – Distribute 2019 Budget to Member Jurisdictions

- By this date, staff forwards recommended budget to member jurisdictions for review.

October 17, 2018 (Wednesday) – 2019 Budget Final Approval

- Vote by General Membership to adopt 2016 Budget by Resolution.

October 19, 2018 (Friday) – Final 2019 Budget Distributed to Member Jurisdictions

- By this date, staff sends 2019 Budget and General Assessment letters to member jurisdictions.

December 27, 2018 (Thursday) – 2019 Membership Status

- Deadline for all member jurisdictions to respond, in writing, as to their membership status for 2019 at the approved specified per capita assessment.

Yakima Valley Transportation Policy Board & YVCOG Executive Committee Meetings
 July 16, 2018
 311 N. 4th St., Library Conference Room
 Yakima, WA

PLEASE SIGN IN

<input checked="" type="checkbox"/> Name	<input checked="" type="checkbox"/> Agency	<input checked="" type="checkbox"/> Phone/email
Jodi Smith	YVCOG	
Lee Hudock	HWAC	
Alex Colby	YVCOG	
Mike Shurtleworth	YUCOG	
MADLYN GILSON	- PFP	
Bill Moore	City of Grandview	
Mike Leita	Y.C.	
Todd Trepanier	WSDOT	
Josh Jackson	Rod's House	
Rhonda Hauff	Yakima Neighborhood Health	
SARA WATKINS	City of Yakima	
Joan Davenport	City of Yakima	
JONATHAN SMITH	YAKIMA COUNTY DEVELOPMENT ASSOCIATION	
Andy Ferguson	Transform Yakima Together	
Janice Gonzales	City of Zillah	
DENNIS CRANE	TYE	
Larry Mattson	YUCOG	
John A. Rodding	U.C.	
Matt Eldridge	Urban Institute	
Martha Galvez	URBANO Institute	
Brian Bierenetz	Urban Institute	
Lana Larsen	YVCOG	
(Jim Restucci)	by phone	
(Brad Hill)	by phone	