



YVCOG EXECUTIVE COMMITTEE AGENDA

Monday, September 17, 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
Vacant, 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 September 17, 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: August 20, 2018 YVCOG Executive Committee Meetings pp. 3-4
2. Approval of Payroll: As of September 14, 2018, approve payroll vouchers SEP-18-001 through SEP-18-006 in the amount of \$91,235.00 through electronic fund transfers. p. 5
3. Approval of Accounts Payable Vouchers: As of September 14, 2018, approve claim vouchers numbered SEP-18-007 through SEP-18-054 in the total amount of \$281,305.94. pp. 5-8
4. Approval of application for Associate Membership for Yakima County Development Association p. 9

Action: *Approve Consent Agenda.*

Motion: *"I move to approve the Consent Agenda."*

OLD BUSINESS

1. May 21, 2018 Executive Committee Minutes: Amendment

Larry Mattson, Executive Director

- Clarification of minutes regarding City of Yakima permanent shelter land use actions pp. 10-11

Action: *Discuss and approve amended minutes.*

Motion: *"I move to approve the amendment to the May 21, 2018 minutes."*

NEW BUSINESS

1. Executive Director's Correspondence

Larry Mattson, Executive Director

- YVCOG technical assistance discussion with City of Yakima
- Correspondence regarding Councilwoman Kay Funk – letter p. 12
- 'Valley Vision' regional plan

- 2018 performance review
Action: Information
- 2. 2019 YVCOG Preliminary Budget pp. 13-14
Chris Wickenhagen, Deputy Director
Action: Approval to forward 2019 Preliminary Budget to General Membership for review.
Motion: "I move to approve and forward the 2019 Preliminary Budget to General Membership for review."
- 3. YVCOG Revised Procurement Policies and Procedures pp. 15-18
Chris Wickenhagen, Deputy Director
Action: Discuss and approve the revision to the Procurement Policies & Procedures
Motion: "I move to approve the YVCOG Procurement Policies & Procedures revision."
- 4. Homeless Program
Crystal Testerman, Homeless & Housing Assistance Program Manager
Sole Source Award - \$50,000 to City of Yakima for Electrical Service Installation pp. 19-21
Action: Authorize
Motion: "I move to Authorize the Chair to sign the contract after signatures have been received from the City of Yakima for \$50,000 for Phase 1 electrical service installation at the homeless shelter site".
- 5. Staff Reports
 - A. Planning Program – Mike Shuttleworth, Planning Manager p. 22
Action: Information
 - B. Homeless Program Update – Crystal Testerman, Homeless Housing and Assistance Program Manager
Action: Information
- 6. 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
August 20, 2018

CALL TO ORDER

Vice Chair John Hodkinson called the August 20, 2018 meeting of the YVCOG Executive Committee to order at 1:54 p.m.

**ROLL CALL &
INTRODUCTIONS**

- Members present: John Hodkinson, Bill Moore, Mike Leita and Janice Gonzales
- Members present via teleconference: Brad Hill
- Members absent: Dan Olson, Jim Restucci*
- YVCOG staff present: Larry Mattson, Chris Wickenhagen, Mike Shuttleworth, Crystal Testerman and Jodi Smith,
- Others present: None
- 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.

*Consent Agenda**

- A. Approval of Minutes: July 16, 2018 YVCOG Executive Committee Meetings
- B. Approval of Payroll: As of August 17, 2018, approve payroll vouchers AUG-18-001 through AUG-18-006 in the amount of \$91,235.00 through electronic fund transfers.
- C. Approval of Accounts Payable Vouchers: As of August 17, 2018, approve claim vouchers numbered AUG-18-007 through AUG-18-052 in the total amount of \$257,696.98.
- D. Approval of application for Associate Membership for Spark Northwest.
- E. Consolidated Homeless Grant (CHG): Commerce Amendment with YVCOG of \$215,500.00, starting August 1, 2018 through June 30, 2019.
- F. YVCOG Modifications with Catholic Charities Housing Services and Yakima Neighborhood Health Services.

YNHS – RRH/RA 2018-2020 Mod 1	\$311,176
CCF – RRH 2018-2020 Mod 1	\$109,500
CCF – TANF 2018-2020 Mod 1	\$46,806

Mike Leita moved to approve the Consent Agenda. Janice Gonzales seconded the motion. The Consent agenda was approved.

OLD BUSINESS

*Homeless Housing and
Assistance Program
Governance**

Chris Wickenhagen, Deputy Director, provided information on local fund administration for the Homeless Housing and Assistance Program governance structure. Over the past several months, YVCOG and the Committee met several times but were not able to come to agreement. The Homeless Governance subcommittee and YVCOG each presented their proposal to the Yakima County Board of County Commissioners. BOCC has appointed a Task Force that will report in September. BOCC has legislative authority over local funds and will decide who will administer these dollars. They are hoping to decide in early October.

Action: Informational.

NEW BUSINESS

*Executive Director's
Correspondence*

Larry Mattson asked to move this item to the end of the meeting to accommodate Voting Members' schedules.

Action: Informational.

*Electronic Document
Transmittals and
Signatures Policy**

Ms. Wickenhagen provided information on a new policy to allow for electronic signatures.

Mike Leita moved to approve the policy. Bill Moore seconded. Motion passes.

*Homeless Program**
YVCOG Executive Committee Minutes

Crystal Testerman reported on the Request for Qualifications that was awarded to the City of Yakima.

** Indicates documents included and available for meeting.*

August 20, 2018

A recording of this meeting is available. A recording of this meeting is available.

\$200,000 of the \$250,000 available was requested for utility and water services. A Sole Source contract for \$50,000.00 for electrical service is also being requested.

Motion to authorize the chair to sign the contract after signatures have been received from the City of Yakima for \$200,000 Phase 1 utility installation at the homeless shelter site made by Mike Leita. Seconded by Bill Moore. Motion passes.

Motion to approve the sole source contract of \$50,000 to the City of Yakima for electric service at the homeless shelter site made by Mike Leita. Seconded by Bill Moore. Motion carries.

2019 Budget Development*

Chris Wickenhagen gave a report on the Budget Subcommittee meeting where the 2019 Proposed Budget was examined in detail. The attached summary is what the General Membership will be seeing. A proposed 1.5% increase includes increases in health insurance, retirement. Budget includes 2163 funds with an amendment prepared, if necessary. Bylaws say we must bring budget to membership approval in October.

Action: Informational

Staff Reports*

Budget Report – Chris Wickenhagen gave information on the July 2018 budget for revenues, expenses and payroll. No unusual items or activity to report.

Planning Program – Mike Shuttleworth briefed the Committee on planning activities for Mabton Urban Growth Area Amendment. Talking about tiny homes with Grandview. International Building Codes will have a modification on Tiny Homes. Granger had two hearings with an Examiner. Subdivision 1st phase. Union Gap had a Shorelines and SEPA review. Tiny Homes for homeless shelters or for low-income housing? State needs to approve deviations from IBC standard. The Executive Committee expressed an interest in having input for State standards.

Homeless Program – Crystal Testerman.

- Finished expenditure report for Commerce of state local and Federal moneys. This report will look at the overall money being spent on Homeless issues on a state level
- Community Outreach: Attended Healthy Communities Neighborhood Building subcommittee for the Yakima City Council. Gave a report on contracts awarded, the RFP and scoring process,
- Hosting Commerce Department's 2-day training on Trauma Informed Service Providers
- Tiny Homes will be officially opening on Aug 29th
- Serving on Task Force for homeless program structure

Executive Director's Correspondence

Larry Mattson tabled the information on the City of Yakima technical assistance process until next month. Also tabled item on Jim Restucci's appointment to the Washington Transportation Commission. Gave information on Spark NW. Mabton, Grandview and Sunnyside members have possible projects.

Action: Informational.

September 19, 2018 General Membership Meeting

Mr. Mattson reported on the September General Membership meeting in Zillah for a legislative update.

OTHER BUSINESS

None.

PUBLIC COMMENT

None.

ADJOURN

With no other business, John Hodkinson adjourned the meeting at 2:48 p.m.

Respectfully submitted,

James A. Restucci, YVCOG Executive Committee Chair

Date signed

YVCOG Executive Committee Minutes

August 20, 2018

** Indicates documents included and available for meeting.*

A recording of this meeting is available. A recording of this meeting is available.

pg 4

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 \$372,540.94 this 17th day of September, 2018.

Mike Leita - Yakima County

Brad Hill - Yakima

Jim Restucci - Sunnyside

John Hodgkinson - Area 1

Janice Gonzales - Area 2

Bill Moore - Area 3

Vacant - Member-at-Large

VOUCHER #	PAYEE	PURCHASE	AMOUNT	WARRANT #
2018				
SEP-18-001	YVCOG	Salaries & Wages, "August"	\$67,000.00	
SEP-18-002	YVCOG	Retirement, "August"	\$8,510.00	
SEP-18-003	YVCOG	Social Security / Medicare, "August"	\$4,800.00	
SEP-18-004	YVCOG	Medical, "August"	\$9,900.00	
SEP-18-005	YVCOG	Worker's Compensation, "August"	\$210.00	
SEP-18-006	YVCOG	Unemployment, "August"	\$815.00	
SEP-18-007	Catholic Charities	Homeless Services	\$10,000.00	
SEP-18-008	City of Yakima	Homeless Services	\$13,000.00	
SEP-18-009	Generating Hope	Homeless Services	\$8,000.00	
SEP-18-010	Lower Valley Crisis Service	Homeless Services	\$5,000.00	
SEP-18-011	People for People	Homeless Services	\$700.00	
SEP-18-012	Rod's House	Homeless Services	\$11,000.00	
SEP-18-013	Transform Yakima Together	Homeless Services	\$45,000.00	
SEP-18-014	Yakima Neighborhood Health Svcs.	Homeless Services	\$95,000.00	
SEP-18-015	Yakima Valley Farmworkers/NCAC	Homeless Services	\$32,000.00	
SEP-18-016	YWCA	Homeless Services	\$17,000.00	
SEP-18-017	Alliant Communications	Phone System - Voice Partner Plan	\$172.04	
SEP-18-018	Allstream (formerly Integra Telecom)	DSL/Phone Service	\$1,000.00	
SEP-18-019	Conference of Governments	Petty Cash reimbursement	\$200.00	
SEP-18-020	Graf Investments	Rent/Janitorial Services	\$6,650.35	
SEP-18-021	Key Bank	Bank Fees	\$100.00	
SEP-18-022	LiftForward - Microsoft Surface Plus for Business	Surface Pro Computer - Business Membership (5)	\$350.01	
SEP-18-023	Meyer, Fluegge & Tenney	Professional Legal Services	\$700.00	
SEP-18-024	Printing Department	Purchasing Support, Printing	\$200.00	
SEP-18-025	US Bank (JR)	P-card Purchases	\$2,500.00	
SEP-18-026	US Bank (LM)	P-card Purchases	\$5,000.00	
SEP-18-027	US Bank (TH)	P-card Purchases	\$10,000.00	
SEP-18-028	USPS	Postage	\$100.00	
SEP-18-029	Xerox Corp	Copier Lease & Maintenance Agmt	\$700.00	
SEP-18-030	Yakima County	Technology Support, etc.	\$1,217.04	
SEP-18-031	Yakima Waste Systems	Recycle service	\$24.00	
SEP-18-032	Alan Adolf	Registration/Travel Reimbursement	\$300.00	
SEP-18-033	Brian Galloway	Registration/Travel Reimbursement	\$50.00	
SEP-18-034	Chris Wickenhagen	Registration/Travel Reimbursement	\$20.00	
SEP-18-035	Crystal Testerman	Registration/Travel Reimbursement	\$200.00	
SEP-18-036	Jodi Smith	Registration/Travel Reimbursement	\$50.00	
SEP-18-037	Lance Larsen	Registration/Travel Reimbursement	\$50.00	
SEP-18-038	Lauris Mattson	Registration/Travel Reimbursement	\$300.00	
SEP-18-039	Mike Shuttleworth	Registration/Travel Reimbursement	\$300.00	
SEP-18-040	Tamara Hayward	Registration/Travel Reimbursement	\$50.00	
SEP-18-041	William Denton	Registration/Travel Reimbursement	\$20.00	
SEP-18-042	Daily Sun News	Publication Costs - 2019-2020 M/RTIP	\$125.00	
SEP-18-043	Daily Sun News	Publication Costs - October M/RTIP Amendment	\$125.00	
SEP-18-044	Eco Resource Management - R. Schul	Transportation Modeling Services	\$4,387.50	
SEP-18-045	Office Depot	Miscellaneous Office Supplies	\$500.00	
SEP-18-046	Peabody Communications	Writing in Plain Talk - instruction and travel	\$1,900.00	
SEP-18-047	Peabody Communications	Writing Policies and Procedures 10/9-10/10/18	\$4,500.00	
SEP-18-048	Washington State Ridesharing Organization (WSRO)	Wheel Options - Promotional Participation Fee	\$66.00	
SEP-18-049	Yakima Chamber Foundation	Leadership Yakima Tuition - Crystal Testerman	\$999.00	
SEP-18-050	Yakima County Treasurer	Banking Services (June/July/August)	\$1,000.00	
SEP-18-051	Yakima Herald-Republic	Publication Costs - 2019-2022 M/RTIP	\$250.00	
SUB TOTAL			\$372,040.94	

September 2018 Voucher Register - Page 2

[illegible]

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 **\$357,218.44**

Auditing Officer

VENDOR

INVOICE #

AMOUNT

WARRANT #

2018

1	Salaries & Wages, *August*	SEP-18-001	\$67,000.00	
2	Retirement, *August*	SEP-18-002	\$8,510.00	
3	Employment Security Dept/Social Security, *August*	SEP-18-003	\$4,800.00	
4	Employee Benefit Trust/Medical, *August*	SEP-18-004	\$9,900.00	
5	Worker's Compensation/Worker's Comp, *August*	SEP-18-005	\$210.00	
6	Employment Security Dept/Unemployment, *August*	SEP-18-006	\$815.00	
7	Catholic Charities - Homeless services	SEP-18-007	\$10,000.00	
8	City of Yakima - Homeless services	SEP-18-008	\$13,000.00	
9	Generating Hope - Homeless services	SEP-18-009	\$8,000.00	
10	Lower Valley Crisis Service - Homeless services	SEP-18-010	\$5,000.00	
11	People for People - Homeless services	SEP-18-011	\$700.00	
12	Rod's House - Homeless services	SEP-18-012	\$11,000.00	
13	Transform Yakima Together - Homeless services	SEP-18-013	\$45,000.00	
14	Yakima Neighborhood Health - Homeless services	SEP-18-014	\$95,000.00	
15	Yakima Valley Farmworkers/NCAC - Homeless services	SEP-18-015	\$32,000.00	
16	YWCA - Homeless services	SEP-18-016	\$17,000.00	
17	Alliant Communications - Phone System Service & Support	SEP-18-017	\$172.04	
18	Allstream - DSL/Phone Service	SEP-18-018	\$1,000.00	
19	Conference of Governments - petty cash reimbursement	SEP-18-019	\$200.00	
20	Graf Investments - Rent/Janitorial, *September*	SEP-18-020	\$2,197.28	
21	Graf Investments - Rent/Janitorial, *September*	SEP-18-020	\$4,453.07	
22	Key Bank - Monthly banking fees	SEP-18-021	\$100.00	
23	LiftForward - Microsoft Surface Plus for Business - monthly computer business membership	SEP-18-022	\$350.01	
24	Meyer, Fluegge, & Tenney - Professional Legal Services	SEP-18-023	\$700.00	
25	Printing Department - Purchasing support / printing	SEP-18-024	\$200.00	
26	US Bank (JR) - P-card	SEP-18-025	\$2,500.00	
27	US Bank (LM) - P card	SEP-18-026	\$5,000.00	
28	US Bank (TH) - P-card	SEP-18-027	\$10,000.00	
29	USPS - Postage reimbursement	SEP-18-028	\$100.00	
30	Xerox Corp / Copier Lease	SEP-18-029	\$700.00	
31	Yakima County Technology Services	SEP-18-030	\$1,217.04	
32	Yakima Waste Systems	SEP-18-031	\$24.00	
33	Alan Adolf, Travel & Registration; *August*	SEP-18-032	\$300.00	
34	Brian Galloway, Travel & Registration; *August*	SEP-18-033	\$50.00	
35	Chris Wickenhagen, Travel & Registration; *August*	SEP-18-034	\$20.00	
	Sub Total		\$357,218.44	

P.7

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 **\$15,322.50**

Auditing Officer

VENDOR

INVOICE

AMOUNT

WARRANT

36	Crystal Testerman, Travel & Registration; *August*	SEP-18-035	\$200.00	
37	Jodi Smith, Travel & Registration; *August*	SEP-18-036	\$50.00	
38	Lance Larsen, Travel & Registration; *August*	SEP-18-037	\$50.00	
39	Larry Mattson, Travel & Registration; *August*	SEP-18-038	\$300.00	
40	Mike Shuttleworth, Travel & Registration; *August*	SEP-18-039	\$300.00	
41	Tamara Hayward, Travel & Registration; *August*	SEP-18-040	\$50.00	
42	William Denton, Travel & Registration; *August*	SEP-18-041	\$20.00	
43	Daily Sun News - 2019-2022 M/RTIP Eng/Spanish	SEP-18-042	\$125.00	
44	Daily Sun News - October M/RTIP Amendment	SEP-18-043	\$125.00	
45	Eco Resource Management - R. Schull - Transportation Modeling Services	SEP-18-044	\$4,387.50	
46	Office Depot - Miscellaneous Office Supplies	SEP-18-045	\$500.00	
47	Peabody Communications - Writing in Plain Talk	SEP-18-046	\$1,900.00	
48	Peabody Communications - Policies & Procedures	SEP-18-047	\$4,500.00	
49	Washington State Ridesharing Organization (WSRO) - Wheel Options participation fee	SEP-18-048	\$66.00	
50	Yakima Chamber Foundation - Leadership Yakima Tuition - Crystal Testerman	SEP-18-049	\$999.00	
51	Yakima County Treasurer - Banking services	SEP-18-050	\$1,000.00	
52	Yakima Herald-Republic - 2019-2022 M/RTIP	SEP-18-051	\$250.00	
53	Yakima Herald-Republic - October M/RTIP Amendment	SEP-18-052	\$250.00	
54	Yakima Herald-Republic / El Sol - 2019-2020 M/RTIP (Spanish)	SEP-18-053	\$125.00	
55	Yakima Herald-Republic / El Sol - October M/RTIP Amendment (Spanish)	SEP-18-054	\$125.00	
56				
57				
58				
59				
60				
61				
62				

Sub Total

\$15,322.50

August 2018 GRAND TOTAL

\$372,540.94

p. 8

**YAKIMA VALLEY CONFERENCE OF GOVERNMENTS
APPLICATION FOR
ASSOCIATE MEMBERSHIP**

Yakima County Development Association

Agency Name

10 North 9th Street

Street

Yakima, WA

City/State

Jonathan Smith

Contact Person

509-575-1140

Phone

98901

Zip Code

Associate Membership Privileges

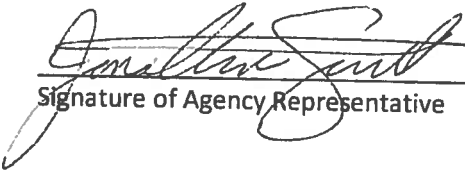
The Associate Member receives notification of all YVCOG meetings, conferences, trainings and work sessions, and is included in all general membership activities. Associate Members have the opportunity to contract with the YVCOG for technical assistance. The Associate Member also receives the YVCOG newsletter and other YVCOG publications which are developed by members or YVCOG staff.

The Associate Member does not retain voting privileges in YVCOG. The authority to make motions, seconds and hold Executive Committee positions is not provided.

Explain your agency's interest in YVCOG Associate Membership:

As the economic development organization for Yakima County we recognize the vital role that YVCOG plays supporting the municipalities throughout the County. We wish to formally partner with YVCOG and work cooperatively on projects that improve the economic wellbeing of local businesses and residents, benefit the local municipalities, and help the County grow

This application will be reviewed by the YVCOG Executive Committee. Upon acceptance there is a yearly fee of \$500.00.


Signature of Agency Representative

9-13-2018

Date

YVCOG EXECUTIVE COMMITTEE MEETING MINUTES

May 21, 2018

CALL TO ORDER

Vice Chair John Hodkinson called the May 21, 2018 meeting of the YVCOG Executive Committee to order at 1:52 p.m.

ROLL CALL & INTRODUCTIONS

Members present: John Hodkinson, Bill Moore, Janice Gonzales, Mike Leita

- Members present via teleconference: Jim Restucci
- Members absent: Dan Olson* and Brad Hill*
- YVCOG staff present: Larry Mattson, Chris Wickenhagen, Crystal Testerman, Mike Shuttleworth and Jodi Smith
- Others present: Mayor Kathy Coffey, John Gasperetti, Sara Watkins, Joan Davenport and Annette Rodriguez
- 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*

The Consent Agenda was presented by Vice Chair John Hodkinson for review and discussion.

- *Approval of Minutes: April 23, 2018 Executive Committee Minutes*
- *Approval of Payroll: Voucher MAY-18-001 through MAY-18-006 in the amount of \$91,235.00 through electronic fund transfers*
- *Approval of Accounts Payable Vouchers: As of 5/18/18, claim vouchers MAY-18-007 through MAY-18-049 in the total amount of \$249,763.77.*
- *Monthly Budget Report: April 2018*
- *Technical Assistance Contract: Amendment for City of Granger and A La Carte agreement for \$2,500*
- *Contract Amendment: WA State Department of Commerce additional \$16,006.00 for Housing and Essential Needs for YNHS*

Action: Janice Gonzales moved to approve the Consent Agenda. Bill Moore seconded. The motion passed.

Executive Director's Correspondence*

Larry Mattson presented correspondence:

- Letter from City of Yakima asking for reconsideration of denial to appeal RFP for YNHS application for outreach funds. Discussion followed including public testimony that described the cohesive community approach that would be used, including City Code Enforcement. Mayor Coffey appealed for assistance for this crisis that is affecting many businesses and neighborhoods.
Action: Motion to establish a review committee for the Yakima Neighborhood Health Services appeal request, along with all other applications for homeless outreach funding was made by Janice Gonzales and seconded by Mike Leita. The motion failed with Janice Gonzales voting in favor.
- YVCOG letter to Ms. Funk: A motion to authorize the Chair to sign a letter to Ms. Funk was made by Jim Restucci and seconded by Bill Moore. After hearing information from Larry Mattson and Kathy Coffey, the motion passed unanimously.

Homeless Program Grant Agreement*

Ms. Testerman presented information on the Grant Agreement that authorizes transferring money for Continuum of Care Agreement. *Action: Motion to authorize the Chair to sign*

the Continuum of Care Grant Agreement was made by Mike Leita and seconded by Janice Gonzales. Motion passed unanimously.

2018 Budget Amendment*

Ms. Wickenhagen presented information about additional funding from recording fees. The budget amendment was approved by the General Membership at their meeting on May 16, 2018.

Action: Information

Program Updates

Planning Program: Mike Shuttleworth provided updates on planning activities in Mabton which has 2 new subdivisions with 112 lots. Water and sewer are the big issues. Grandview's rezone is still being processed. Granger has a conditional use permit for a new arena for 500 cars. Rezone application for an apartment complex is on hold regarding the impact on schools, traffic and emergency services. Union Gap has a SEPA on a site plan, Granger looking at Healthy City/Valley improvements.

Homeless Program: Crystal Testerman

- RFP application process. Contracts will be executed on July 1st for one year of funding. These will be modified later to include year two as reasonably expected funding becomes available. Staff is writing new contracts with new performance measures.
- Commerce Department Review: compliance is complete, and all providers are HMIS compliant.
- State Conference: held in Yakima, and all Homeless Program staff will be attending. YVCOG is hosting HMIS data input
- 24-hour low barrier shelter update: TYT/City of Yakima/YVCOG are working together for no lapse of services after June 30th, 2018. Includes language about religious activity prohibitions. Executive Director Larry Mattson thanked the City of Yakima for taking the steps to rezone property east of Kmart for a low barrier, permanent shelter and long-term solution. Thank you to the City for rezoning property east of Kmart for a low barrier, permanent shelter and long-term solution. For the record: there is no preferred provider for that site. It will be open for application.
- Advisory Committee: Special Meeting for the Executive Committee of YVCOG. Thursday, May 24, 2018, 1:30 p.m. in the Conference Room.

Action: Information

September 19, 2018 YVCOG General Membership Meeting

September 19, 2018 General Membership meeting at the Zillah Civic Center. There will be a legislative update.

OTHER BUSINESS

Jurassic Parliament class announcement.

PUBLIC COMMENT

Mayor Coffey made a plea for help for the City of Yakima in dealing with the homeless population crisis. They need to find a way of providing services to the homeless and helping businesses and City residents deal with a growing concern.

ADJOURN

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

Respectfully submitted,

James A. Restucci, YVCOG Executive Committee Chair

Date signed

ATTEST:

Jodi Smith, Office Specialist

YVCOG Executive Committee Minutes
May 24, 2018 – Special Mtg.

* Indicates documents included and available for meeting.
A recording of this meeting is available.

P.11



YAKIMA VALLEY CONFERENCE OF GOVERNMENTS

311 North 4th Street, Suite 204 • Yakima, Washington 98901
509-574-1550 • FAX 574-1551

website: www.yvcog.org

September 17, 2018

The Honorable Kay Funk
Councilmember, City of Yakima
128 N. 2nd Street
Yakima, WA 98901

Re: Continuing Incorrect, False and Disparaging Statements
Regarding YVCOG's Fiscal Policies

Dear Councilmember Funk:

I write to you regarding the troubling continuation of false, misleading and disparaging statements made about or toward Yakima Valley Conference of Governments (YVCOG). The YVCOG Executive Committee addressed these misstatements in their letter to you of May 24, 2018. It was the Committee's hope that you would reflect upon statements made in the context of open public meetings and that your position would be tempered by a correct understanding of fiscal policies, independent audit reviews, application of public funds and provision of homeless services.

YVCOG is structured to provide coordination and communication between the county, cities and towns of the Yakima Valley on matters of regional significance. You've been provided facts by city department heads, and city legal staff. You've been provided facts by YVCOG staff. You've been provided facts by the Department of Commerce. Facts do indeed matter. It is now clear that despite our efforts to provide accurate and truthful information, you have chosen to publically attack and disparage our organization. Many of your statements are either knowingly false or lack a knowledgeable factual foundation. These comments must stop.

We remain open to meaningful and reasonable discussions. Councilmember Brad Hill has proven to be a significant and active member of the YVCOG Executive Committee. Any communications should be directed through his office. If the false and disparaging statements do not terminate, we will be forced to consider other available courses of action to preserve and protect the reputation of our organization.

Sincerely,

Lauris (Larry) C. Mattson
YVCOG Executive Director

C: Yakima City Council; YVCOG Executive Committee; Cliff Moore

MEMBER JURISDICTIONS

Grandview • Granger • Harrah • Mabton • Moxee • Naches • Selah
Sunnyside • Tieton • Toppenish • Union Gap • Wapato • Yakima • Yakima County • Zillah

P.12

Yakima Valley Conference of Governments Proposed Budget 2019

Consolidated:

Revenue	2019	2018	Change	%
Programs & Projects				
Local	\$ 1,306,000	\$ 1,514,510	\$ (208,510)	-16%
State	\$ 1,971,996	\$ 1,685,341	\$ 286,655	15%
Federal	\$ 533,750	\$ 560,750	\$ (27,000)	-5%
Miscellaneous	\$ 7,400	\$ 7,400	\$ -	0%
Total Programs & Projects:	\$ 3,819,146	\$ 3,768,001	\$ 51,145	1.34%
Dues				
Grandview	\$ 7,908	\$ 7,811	\$ 97	1%
Granger	\$ 3,173	\$ 3,119	\$ 54	2%
Harrah	\$ 869	\$ 858	\$ 11	1%
Mabton	\$ 2,025	\$ 2,006	\$ 19	1%
Moxee	\$ 4,214	\$ 4,176	\$ 38	1%
Naches	\$ 1,529	\$ 1,467	\$ 62	4%
Selah	\$ 7,308	\$ 7,140	\$ 168	2%
Sunnyside	\$ 11,282	\$ 11,028	\$ 254	2%
Tieton	\$ 1,469	\$ 1,455	\$ 14	1%
Toppenish	\$ 6,507	\$ 6,429	\$ 78	1%
Union Gap	\$ 5,934	\$ 5,875	\$ 59	1%
Wapato	\$ 4,026	\$ 3,985	\$ 41	1%
Yakima	\$ 56,384	\$ 55,447	\$ 937	2%
Yakima Transit	\$ 6,000	\$ 6,000	\$ -	0%
Yakima Co	\$ 52,817	\$ 51,766	\$ 1,051	2%
Zillah	\$ 2,743	\$ 2,709	\$ 34	1%
Total Dues	\$ 174,189	\$ 171,271	\$ 2,918	1.68%
Total Revenue:	\$ 3,993,335	\$ 3,939,272	\$ 54,063	1.35%

**Yakima Valley Conference of Governments
Proposed Budget 2019**

Consolidated:

Expenses	2019	2018	change	%
Salaries and Benefits				
Salaries	\$ 886,700	\$ 878,000	\$ 8,700	1%
Health Insurance	\$ 123,500	\$ 115,500	\$ 8,000	6%
Life Insurance	\$ 1,500	\$ 1,500	\$ -	0%
Retirement Contribution	\$ 115,400	\$ 112,000	\$ 3,400	3%
Social Security Equivalent	\$ 69,000	\$ 68,000	\$ 1,000	1%
Unemployment Insurance	\$ 9,500	\$ 9,000	\$ 500	5%
Workers Compensation	\$ 4,200	\$ 4,000	\$ 200	5%
Total Salaries & Benefits	\$ 1,209,800	\$ 1,188,000	\$ 21,800	1.80%
Other Expenses				
Communication Services	\$ 13,500	\$ 11,700	\$ 1,800	13%
Consultants & Contracted Services	\$ 104,800	\$ 104,200	\$ 600	1%
Advertising	\$ 15,000	\$ 15,000	\$ -	0%
Community Services	\$ 8,000	\$ 8,000	\$ -	0%
Insurance - Property & Libabilit	\$ 10,700	\$ 9,000	\$ 1,700	16%
Office Equipment	\$ 17,000	\$ 17,000	\$ -	0%
Pass Through Funding - Homeless Prog.	\$ 2,280,000	\$ 2,243,510	\$ 36,490	2%
Registration & Dues	\$ 52,761	\$ 61,087	\$ (8,326)	-16%
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%
Total Other Expenses	\$ 2,783,536	\$ 2,751,272	\$ 32,264	1.16%
Total Expenses	\$ 3,993,336	\$ 3,939,272	\$ 54,064	1.35%

Yakima Valley Conference of Governments

Procurement Policies & Procedures

This document establishes the guidelines by which goods and services will be procured for Yakima Valley Conference of Governments (YVCOG). These policies and procedures are designed to ensure that goods and services are procured at the best available price consistent with high quality, that sound business and ethical practices are adhered to in all YVCOG business transactions, and that all transactions are completed in a manner that provides for open and free competition.

POLICIES

Responsibilities. The Director has primary responsibility for purchasing activities of YVCOG, and has the authority to delegate purchasing responsibilities as appropriate. The Director will review and evaluate the procurement procedures to ensure the best internal controls possible and will recommend changes as necessary.

Code of Ethics. No employee, officer or agent of YVCOG shall participate in selection, award or administration of a contract or authorization of a purchase if a conflict of interest, real or apparent, would be involved.

Open and Free Competition. To ensure open and free competition:

- Unreasonable requirements shall not be placed on firms and/or individuals in order for them to qualify to do business.
- Contract specifications or statements of work may not unduly restrict competition and must identify the requirements that proposing firms and/or individuals must fulfill and the factors to be used in evaluating bids or proposals.

Protest Procedure. Unsuccessful proposers may appeal funding decisions by means outlined in the RFP or RFQ.

YVCOG will resolve disputes relating to procurements regarding the protest to the awarding agency. A protester must exhaust all administrative remedies with YVCOG before pursuing a protest with the Federal granting agency. Reviews of protests by the Federal granting agency will be limited to:

- Violations of Federal law or regulations and standards of this section (violations of State or local law will be under the jurisdiction of State or local authorities) and
- Violations of YVCOG protest procedures for failure to review a complaint or protest. Protests received by the Federal granting agency other than those specified above will be referred to YVCOG.

PURCHASING CATEGORIES

A) General Purchases: This category includes supplies and purchased services.

B) Personal & Professional Services Contracting with Consolidated Planning Grant Funds: This category includes contracting for personal and/or professional services when using state or federal funding. Funds subject to this agreement are casually referred to as the Consolidated Planning Grant (CPG) funds. For FTA funds, the agreement requires that purchasing procedures be undertaken within the more stringent requirements of the Federal Transit Administration (Circular 4220.1F).

P.15

C) Personal & Professional Services Contracting with non-CPG Funds: This category includes contracting for personal and/or professional services when using any source of local, state or federal funding.

D) Intergovernmental Purchases: This category includes goods and/or services purchased from another Washington public entity, per RCW 39.34 and RCW 39.26.125.

PROCEDURES

COMPETITIVE PROCUREMENT

A) General Purchases: Pursuant to RCW 39.34, bidding is not required when purchases of materials, supplies or equipment are made under State standard contracts.

B) Personal & Professional Services Contracting with (consolidated planning grant) CPG Funds:

1. **\$50,000 or less** – When utilizing CPG funds subject to:

- a. Metropolitan/Regional Transportation Planning Program Agreement between YVCOG and WSDOT
 - b. Homeless Program Agreement between YVCOG and Commerce
- procurement will not require competition.

2. **\$50,001 or more** – Any contracted procurement over **\$50,001** will go through the competition or sole source procedures detailed in the

- a. WSDOT LAG manual for the Transportation Program
- b. **RCW 39.26.120 for the Homeless Program**
- c. **MRSC Purchasing Bid Limits for WA State Local Governments**

C) Personal & Professional Services Contracting with non-CPG Funds:

There is no state law requiring Personal & Professional Service contracts to be bid. Evidence of competition and sole source procurement will be documented in accordance with procedures as directed by granting agency.

1. **\$50,000 or less** –Procurement will not require formal competition.

3. **\$50,001 or more** – Any contracted procurement over **\$50,001** will follow the competition or sole source procedures as directed by granting agency.

- a. **WSDOT LAG manual for the Transportation Program**
- b. **RCW 39.26.120 for the Homeless Program**
- c. **MRSC Purchasing Bid Limits for WA State Local Governments**

D) Intergovernmental Purchasing:

When it is either economically advantageous for the agency or external expertise is required, YVCOG will consider the feasibility of using qualified public resources before using a private consultant. Pursuant to RCW 39.26.125 Intergovernmental agreements awarded to any governmental entity, whether federal, state or local and any department, division, or subdivision are exempt from the competitive solicitation requirements.

DOCUMENTATION

All procurement activities subject to competitive solicitation procedures include a requirement for documented evidence of completion, as follows:

A) General Purchases:

1. **\$50,000 or less:** No competition or documentation required.
2. **\$50,001 or more:** At YVCOG Executive Director discretion, a verbal price or rate quote from at least three qualified sources may be required to be documented. If three price or rate quotes are not possible, document attempts made.

B) Personal & Professional Services Contracting with CPG Funds:

Evidence of competition and sole source procurement is documented in accordance with the procedures detailed in Chapter 31 of the WSDOT LAG manual and Chapter 14 of the HUD Procurement guidelines.

C) Personal & Professional Services Contracting with non-CPG Funds:

Evidence of competition and sole source procurement is documented in accordance with procedures as directed by granting agency.

D) Intergovernmental Purchasing:

Procurement from another public entity does not require competitive solicitation.

ADDITIONAL REQUIREMENTS

YVCOG staff will seek preapproval by the MPO/RTPO Policy Board and/or Executive Committee for all contracts and all contract amendments over \$10,000.

APPROVAL PROCESS

Purchases: The YVCOG Executive Director must give prior approval of all purchases and RFP/Qs before being issued. The YVCOG Executive Director has primary responsibility of all purchases and the applicable procurement requirements governing specific funds associated with all local, state and federal funds. The Executive Committee has primary fiduciary responsibility to approve purchases via the budget.

PUBLIC DISCLOSURE

Any sections deemed by proposer to be confidential per Washington State Public Disclosure Act (RCW 42.56 et seq.) shall be separated from the main document and uploaded to Public Purchase in a separate file marked "confidential". All other sections of the response shall be made available to the public after contract signing. The signed contract and RFP or RFQ will be posted on YVCOG's website.

QUESTIONS

All questions should be directed to YVCOG Executive Director

Last Updated

March 2017
September 2018

Approved

5/19/2014
3/20/2017



Purchasing Bid Limits

for selected local governments in Washington State

Updated October 23, 2017

Type of Local Government	Quotes Allowed	Vendor List Allowed (see RCW 39.04.190)	Competitive Bids Required
First class city over 150,000	Established by policy		
First class city under 150,000	Established by policy		
Code city over 20,000	Established by policy		
Code city under 20,000	≤ \$7,500	≤ \$15,000	> \$15,000
Second class cities & Towns	≤ \$7,500	≤ \$15,000	> \$15,000
County over 400,000 w/ Purchasing Dept	≤ \$10,000	≤ \$50,000	> \$50,000
County under 400,000 w/ Purchasing Dept	≤ \$10,000	≤ \$50,000	> \$50,000
County under 400,000 w/o Purchasing Dept	≤ \$10,000	≤ \$50,000	> \$50,000
Fire districts (Title 52 RCW)	≤ \$10,000	≤ \$50,000	> \$50,000
Housing Authorities (Ch. 35.82 RCW)	Established by policy		
Metropolitan Park Districts (Ch. 35.61 RCW)	≤ \$40,000	≤ \$50,000	> \$50,000
Port districts (Title 53 RCW)	Established by policy		
Public utility districts (Title 54 RCW)	See RCW 54.04.070 & 54.04.082		
Public hospital districts (Ch. 70.44 RCW)	Set by policy	≤ \$15,000	Set by policy
School districts (Ch. 28A.335 RCW) (no bid limits for book purchases)	≤ \$40,000	≤ \$75,000	> \$75,000
Water/sewer districts (Title 57 RCW)	≤ \$40,000	≤ \$50,000	> \$50,000

**AGREEMENT BETWEEN
YAKIMA VALLEY CONFERENCE OF GOVERNEMENTS
AND
CITY OF YAKIMA
IN CONJUNCTION WITH PROGRAM YEAR 2018 for the
HOMELESS HOUSING AND ASSISTANCE FUND (HHAF)**

1. Grantee CITY OF YAKIMA		2. Contract Amount <p style="text-align: center;">\$50,000</p>	3. Tax ID # <p style="text-align: center;">91-6001293</p>
4. Grantee's Authorized Representative Scott Schafer, Director of Public Works 129 N. 2 nd Street Yakima, WA 98901		5. YVCOG Program Representative Crystal Testerman, Program Manager 311 N. 4 th Street, Ste. 204 Yakima, WA 98901	
6. Grantee's Financial Representative Jeanne Thompson 129 N. 2 nd Street Yakima, WA 98901		7. YVCOG's Contract Representative Lance Larsen, Financial Coordinator 311 N. 4 th Street, Ste. 204 Yakima, WA 98901	
8. Contract #/Project Type: <p style="text-align: center;">COY – Capital 2018-2019 – Electrical Capital Improvement Project</p>		9. CONTRACT START DATE <p style="text-align: center;">August 20, 2018</p>	10. CONTRACT END DATE <p style="text-align: center;">August 20, 2019</p>
11. Original Grant Amount <p style="text-align: center;">\$50,000</p>	12. Modification Amount 	14. Funding Authority <p style="text-align: center;">Local Surcharge Filing Fees (2163)</p>	
13. TOTAL CONTRACT AMOUNT <p style="text-align: center;">\$50,000</p>		15. State/Federal BARS code <p style="text-align: center;">XXX</p>	16. CFDA # <p style="text-align: center;">N/A</p>
17. Grantee Selection Process: (check all that apply) <input checked="" type="checkbox"/> Sole Source <input type="checkbox"/> Competitive Bidding/RFP <input type="checkbox"/> Pre-Approved by Funder Other:		18. Grantee Type: (check all that apply) <input checked="" type="checkbox"/> Public Organization/Jurisdiction <input type="checkbox"/> Contractor <input type="checkbox"/> Subrecipient <input type="checkbox"/> Non-Profit	
Grant Purpose: This award is to fund the installation of water and sewer utilities on city-owned property for the purpose of serving a temporary homeless encampment. 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) Project Scope of Work, (3) Guidelines for Homeless Housing and Assistance Fund (HHAF)			

(FACE SHEET)

TERMS AND CONDITIONS

SECTION NO. 1: PERFORMANCE

The GRANTEE will be responsible for administering **the Capital Improvement Project for Permanent Electrical Service Installation** in a manner satisfactory to the YVCOG, and in accordance with the GRANTEE's Project Scope of Work submitted to the Yakima Valley Conference of Governments (YVCOG), as well as the Yakima County 5-Year Homeless Plan incorporated herein by reference.

All parties acknowledge that this is a first phase of a two-phase project to ultimately bring utilities to a piece of land owned by the City of Yakima which could serve as a location for a permanent low barrier emergency homeless shelter or other type of homeless shelter in the future. This contract covers the design and construction of phase 1. Phase 2 construction may be covered in a separate agreement when necessary.

It is the intent of the YVCOG to continue funding for this project for the term of this Agreement based upon funding availability and entirely contingent upon receipt of Local grant funds specifically allowed for this project.

A. PROJECT DELIVERY

The GRANTEE agrees to provide the following Project services:

<u>Project Description:</u>	Electrical Service Installation
<u>Project Type:</u>	Capital Improvement

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, or extended by agreement of the parties.

SECTION NO. 3: BUDGET

The budget is **FIFTY THOUSAND AND NO/100 DOLLARS (\$50,000)** through **August 20, 2019**.

<u>Category</u>	<u>Amount</u>
Admin	\$3,000
Capital Expense	\$47,000
TOTAL	\$50,000

SECTION NO. 4: PAYMENT

YVCOG shall **reimburse** GRANTEE 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, with prior notice to GRANTEE.

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

This Contract contains 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.

CITY OF YAKIMA

YAKIMA VALLEY CONFERENCE OF GOVERNMENTS

Grantee Authorized Agent

James A Restucci, Chairman

Date

Date

Lauris C. Mattson, Executive Director

Date

Attest:

Attest:

City Representative

Jodi Smith, Office & Comm. Specialist

Approved as to form:

YVCOG Attorney
WSBA#

9/17/18 EXECUTIVE COMMITTEE MEETING PLANNING PROGRAM UPDATES

Program Update:

COMMUNITY ASSISTANTS

- Granger Council meeting on Rezone and Conditional use permit on September 25, 2018.
- Granger Council meeting on Hearing Examiner's recommendation on rezone of 10.81-acre parcel from R- to R-2 and Conditional use permit to construct and operate a horse arena/event facility on September 25, 2018.
- Granger Hearing Examiner hearing on Preliminary Plat to subdivide 12 acres into 9 lots– Prepare Staff report. Hearing on September 19, 2018.
- Working on Staff report for City of Grandview – Rezone application and Preliminary Plat to subdivide 2.89-acre parcel into 9 lots. Hearing Examiner hearing on October 3, 2018.
- Working with Mabton on UGA expansion. Meeting on the 20th with their planning commission.
- Working with City of Union Gap on comprehensive plan amendment. In public review.
- Working with Union Gap on a class 2 review of duplex. Doing notice of application.

OTHER PROJECTS

- South County Solar Project. Meeting scheduled for Sept 20th @ 12:00 - 3:00 P.M. Involves communities of Sunnyside, Grandview and Mabton. First meeting for information to cities and other that will help with project.
- Working Healthy Valley Healthy Cities project in Granger. Sent in progress report to Yakima Valley Community Foundation. End of project is November 30, 2018.

FUTURE PROJECTS

- Working on Budget and funding plan for long range regional plan.
- Working with cities on possible small cell projects regulations.

TRAININGS

- Planning Director's conference, September 11 to 14th

**Yakima Valley Transportation Policy Board and
YVCOG Executive Committee Meetings
September 17, 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
Tim Restucci	Sunnyside WSTC	On File
Bill Moore	City of Grandview	" "
John Holby	CITY of Union Gap	
Madelyn Carlson	PEOPLE FOR PEOPLE	" "
Alan Colaf	YVCOG	" "
JONATHAN SMITH	YAKIMA COUNTY DEVELOPMENT ASSOCIATION	jon@YCOA.com
Micheleita	Y.C.	✓
Todd Trepantier	WSDOT	509-577-1620
BRAD HILL	CITY OF YAKIMA	509-577-3174
SARA Watkins	Yakima	
Joan Davenport	Yakima	
Brian Kelley	YVCOG	
Capital Waterman	YVCOG	
[Signature]	YVCOG	
Jodi Smith	YVCOG	
Larry Matten	"	