



**YVCOG EXECUTIVE COMMITTEE
AGENDA**

Monday, September 18, 2017
1:30 p.m.

The 300 Building
311 N. 4th St, Ste 204, Yakima, WA

YVCOG EXECUTIVE COMMITTEE MEMBERS:

Jim Restucci, Chair, Mayor, City of Sunnyside,
John Hodkinson, Vice-Chair, Member-at-Large
Mike Leita, Commissioner, Yakima County
Maureen Adkison, Council Member, City of Yakima
Dan Olson, Council Member, City of Union Gap
Janice Gonzales, Council Member, City of Zillah
Mario Martinez, Mayor, City of Mabton

- ❖ **CALL TO ORDER** – The September 18, 2017 meeting of the YVCOG Executive Committee will come to order at _____ p.m.
- ❖ **INTRODUCTIONS / ROLL CALL**
- ❖ **APPROVAL OF MINUTES** – August 21, 2017 (pgs. 3-4)
- ❖ **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*

OLD BUSINESS

1. 2018 YVCOG Preliminary Budget (pgs 5-6)
Larry Mattson, Executive Director
Chris Wickenhagen, Deputy Director
Action: Approval to forward 2018 Preliminary Budget to General Membership for review.
Motion: "I move to approve and forward the 2018 Preliminary Budget to General Membership for review."

NEW BUSINESS

1. Executive Director's Correspondence (pgs. 7-18)
Larry Mattson, Executive Director
 - Governance Agreement – update on member review; next steps
Action: Information.
2. Monthly Budget Report (pgs. 19-21)
Chris Wickenhagen, Deputy Director
 - August 2017 Budget Report.
Action: Approval.
Motion: "I move to approve the August monthly budget report."

- August 2017 Cash Flow Statement
Action: *Informational*

(pg. 22)

3. Approval of Vouchers
Chris Wickenhagen, Deputy Director
Action: *Review, approval and authorization of signatures*

4. Program Updates
Planning Program – Mike Shuttleworth, Planning Manager
Action: *Informational.*

Homeless Program – Crystal Testerman, Homeless Program Manager
Action: *Informational.*

Homeless Program Budget Report – Chris Wickenhagen, Deputy Director
Action: *Informational.*

(pgs. 23 - 27)

5. September 21, 2017 YVCOG General Membership Meeting
Larry Mattson, Executive Director
 - Location: Toppenish, Mt. Adams Country Club
Program & Business Items: 2018 Legislative Session Preview
Action: *Information*

6. Executive Session – Executive Director Annual Performance Review
James Restucci, Chairman
Conclude review process
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 21, 2017

CALL TO ORDER

Vice Chairman Hodkinson, called the August 21, 2017 meeting of the YVCOG Executive Committee to order at 1:50pm

ROLL CALL &
INTRODUCTIONS

Members present: John Hodkinson, Janice Gonzales, Maureen Adkison, and Mario Martinez

Members Absent: Dan Olson and Mike Leita

Call in: Jim Restucci

YVCOG staff present: Larry Mattson, Jessica Hansen, Lance Larsen, Crystal Testerman, Chris Wickenhagen and Mike Shuttleworth

Others present: Raquel Crowley (Senator Murray's office)

A quorum was present.

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

APPROVAL OF MINUTES

Mr. Martinez moved to approve the minutes from the July 17, 2017. Ms. Adkison seconded. The motion carried.

PUBLIC COMMENT POLICY

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

OLD BUSINESS

Executive Director – Annual Performance Review

Chairman Restucci requested, to all meeting participants, to move the executive session for annual performance review to the end of the meeting. Hearing no objections, the executive session was moved to the end of the agenda.

NEW BUSINESS

Executive Director's Correspondence

Mr. Mattson and Ms. Wickenhagen will be traveling to all city councils and the county this fall to update how YVCOG helped each jurisdiction. During these meetings, YVCOG will offer a new Ala Carte menu for optional assistance during 2018. Mr. Mattson also updated the Executive Committee on upcoming classes being hosted by YVCOG but presented by the Washington State Archives office.

2018 YVCOG Budget Development

Ms. Wickenhagen presented the 2018 YVCOG to the board. There should only be about a 1% increase from 2017 to 2018.

Contracts

Mr. Mattson reported on the ERMSI contract for transportation modeling for YVCOG. Ms. Gonzales moved to approve and authorize for the chair to sign the amended contract for \$15,000, to ERMSI, increasing the total contract amount to \$40,000. Ms. Adkison seconded the motion. The motion carried.

Mr. Mattson presented the Mabton TA. Ms. Gonzales moved to approve and authorize the chair to sign the Mabton TA contract for \$3,000. Ms. Adkison seconded the motion. The motion carried.

Monthly Budget Report

Ms. Wickenhagen presented the July 2017 Monthly Budget Report* showing a revenue balance of \$179,969.74. Mr. Martinez moved to approve the monthly budget report. Ms. Gonzales seconded. Motion carried.

Approval of Vouchers

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

As of this date, the Executive Committee approved for payment those claims and payroll

vouchers in the list as follows: payroll vouchers numbered AUG-17-001 through AUG-17-006 in the total amount of \$90,575.00 and claim vouchers numbered AUG-17-007 through AUG-17-050 in the total amount of \$240,530.47. Mr. Martinez moved to approve the June Vouchers with provision for future amendments as expressed by the Deputy Director. Ms. Adkison seconded. Motion carried.

Program Updates

Mr. Shuttleworth reported that there was only one comprehensive plan update left and now will be working on land use planning.

Ms. Testerman update the board on the Homeless Program. She introduced the board to Lance Larsen the newest employee for YVCOG and will be the Homeless Program Finance Coordinator.

'First Touch' – Updates to YVCOG Personnel Manual

Mr. Mattson reported on the 'First Touch' viewing for the Executive Committee of the YVCOG Personnel Manual. The manual will be brought back next month for further discussion.

General Membership Meeting

Mr. Mattson reported that the September 20, 2017 YVCOG general membership meeting will take place in Toppenish at the Mount Adams Country Club and the program will be on our local legislators: 2017 Session Wrap-up & 2018 Session Look-Ahead

OLD BUSINESS

Executive Director – Annual Performance Review

Chairman Restucci announced that the board will recess into Executive Session, pursuant to RCW 42.30.110(1)(g) (“review the performance of a public employee”) for the purpose of reviewing the performance of the Executive Director Larry Mattson. This session will begin at 2:30pm, and will be concluded at 3:10pm

OTHER BUSINESS

PUBLIC COMMENT

ADJOURN

With no other business, Mr. Hodkinson adjourned the meeting at 3:13p.m.

Respectfully submitted,

John Hodkinson Jr, YVCOG Executive Committee Vice Chair

Date signed

ATTEST:

Jessica Hansen, Office and Communication Specialist

YVCOG Executive Committee Agenda
August 21, 2017

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

Pg 4

**Yakima Valley Conference of Governments
Proposed Budget 2018**

Consolidated:

Revenue	2018	2017	Change	%
Programs & Projects				
Local	\$ 1,162,000	\$ 1,201,543	\$ (39,543)	-3%
State	\$ 1,685,341	\$ 1,367,965	\$ 317,376	19%
Federal	\$ 560,750	\$ 818,035	\$ (257,285)	-46%
Miscellaneous	\$ 7,400	\$ 5,700	\$ 1,700	23%
Total Programs & Projects:	\$ 3,415,491	\$ 3,393,243	\$ 22,248	
Dues				
Grandview	\$ 7,811	\$ 7,437	\$ 374	5%
Granger	\$ 3,119	\$ 2,977	\$ 142	5%
Harrah	\$ 858	\$ 831	\$ 27	3%
Mabton	\$ 2,006	\$ 1,930	\$ 76	4%
Moxee	\$ 4,176	\$ 4,016	\$ 160	4%
Naches	\$ 1,467	\$ 1,431	\$ 36	2%
Selah	\$ 7,140	\$ 6,837	\$ 303	4%
Sunnyside	\$ 11,028	\$ 10,429	\$ 599	5%
Tieton	\$ 1,455	\$ 1,405	\$ 50	3%
Toppenish	\$ 6,429	\$ 6,112	\$ 317	5%
Union Gap	\$ 5,875	\$ 5,660	\$ 215	4%
Wapato	\$ 3,985	\$ 3,818	\$ 167	4%
Yakima	\$ 55,447	\$ 52,103	\$ 3,344	6%
Yakima Co	\$ 51,766	\$ 48,273	\$ 3,493	7%
Zillah	\$ 2,709	\$ 2,603	\$ 106	4%
Total Dues	\$ 165,271	\$ 155,862	\$ 9,409	
Total Revenue:	\$ 3,580,762	\$ 3,549,105	\$ 31,657	1%

Yakima Valley Conference of Governments
Proposed Budget 2018

Consolidated:

Expenses	2018	2017	change	%
Salaries and Benefits				
Salaries	\$ 878,000	\$ 851,000	\$ 27,000	3%
Health Insurance	\$ 115,500	\$ 113,000	\$ 2,500	2%
Life Insurance	\$ 1,500	\$ 5,000	\$ (3,500)	-233%
Retirement Contribution	\$ 112,000	\$ 97,000	\$ 15,000	13%
Social Security Equivalent	\$ 68,000	\$ 65,200	\$ 2,800	4%
Unemployment Insurance Tax	\$ 9,000	\$ 10,000	\$ (1,000)	-11%
Workers Compensation	\$ 4,000	\$ 4,800	\$ (800)	-20%
Total Salaries & Benefits	\$ 1,188,000	\$ 1,146,000	\$ 42,000	
Other Expenses				
Communication Services	\$ 11,700	\$ 12,600	\$ (900)	-8%
Consultants & Contracted Services	\$ 104,200	\$ 104,200	\$ -	0%
Advertising	\$ 15,000	\$ 12,000	\$ 3,000	20%
Incentives	\$ 8,000	\$ 8,000	\$ -	0%
Insurance - Property & Libability	\$ 9,000	\$ 8,500	\$ 500	6%
Office Equipment	\$ 17,000	\$ 25,000	\$ (8,000)	-47%
Pass Through Funding - Homeless Prog.	\$ 1,885,000	\$ 1,933,595	\$ (48,595)	-3%
Registration & Dues	\$ 61,087	\$ 56,460	\$ 4,627	8%
Professional Development	\$ 20,000	\$ 20,000	\$ -	0%
Rentals & Leases	\$ 160,000	\$ 122,000	\$ 38,000	24%
Repair & Maintenance	\$ 5,500	\$ 5,500	\$ -	0%
Supplies	\$ 32,000	\$ 30,000	\$ 2,000	6%
Travel	\$ 64,000	\$ 65,000	\$ (1,000)	-2%
Utilities	\$ 275	\$ 250	\$ 25	9%
Total Other Expenses	\$ 2,392,762	\$ 2,403,105	\$ (10,343)	
Total Expenses	\$ 3,580,762	\$ 3,549,105	\$ 31,657	1%

Member Jurisdictions Review DRAFT (v. 3)

YAKIMA VALLEY CONFERENCE OF GOVERNMENTS GOVERNANCE AGREEMENT

This Interlocal Cooperation Agreement is made by and between Yakima Valley Conference of Governments (YVCOG) Yakima County, City of Grandview, City of Granger, Town of Harrah, City of Mabton, City of Moxee, Town of Naches, City of Selah, City of Sunnyside, City of Tieton, City of Toppenish, City of Union Gap, City of Wapato, City of Yakima, City of Zillah, and the Confederated Tribes and Bands of the Yakama Nation, (each hereafter referred to as a "Member" or collectively, as "Members") for the purpose of confirming, organizing and maintaining a regional agency known as Yakima Valley Conference of Governments.

This agreement terminates and supersedes in all respects the Yakima Valley Conference of Governments Interlocal Cooperation Agreement dated February 7, 1994. The YVCOG's Articles of Association and Bylaws remain in full effect. In the event of conflicting provisions, the Articles and Bylaws shall prevail.

RECITALS:

WHEREAS, Yakima Valley Conference of Governments was established in 1966 and has served as a regional agency serving the individual and collective interests of participating member cities, towns, communities and political subdivisions within Yakima County, Washington; and

WHEREAS, RCW 36.64.080 authorizes counties, cities, towns and other participating political subdivisions to establish a regional agency (i.e. "Conference"), for the purpose of studying, coordinating, assisting and managing matters of regional or governmental interest and concern, including but not limited to transportation, land use planning, codes and ordinances, comprehensive facility and land use planning, government finances, air and water quality, regional and local social services, and other matters of local and regional interest or significance; and

WHEREAS, Federal transportation legislation (23 U.S.C. 134 and 49 U.S.C. 5303) requires the designation, by agreement between the Governor of the State of Washington and units of general purpose local government, of a Metropolitan Planning Organization (MPO) which, in cooperation with the State of Washington is to develop transportation plans and programs for urbanized areas of Washington State; and

WHEREAS, YVCOG has been designated as MPO for Yakima County with responsibility for implementing national policy set forth in 23 CFR §§450.300-.338 the local urbanized area including a continuing, cooperative, and comprehensive performance-based multimodal transportation planning process, together with development of a metropolitan transportation plan and a transportation improvement program (TIP); and

WHEREAS, State of Washington authorizes formation of a Regional Transportation Planning Organization (RTPO) through the voluntary association of local governments within a county (RCW 47.80.020); provided each RTPO shall encompass at least one complete county, have a population of at least 100,000 and have as members all counties within the region and at least sixty percent of the cities and towns collectively representing a minimum of seventy-five percent of the population of all incorporated municipalities; and

WHEREAS, each RTPO formed by local governments is required to create a transportation policy board in accordance with RCW 47.80.040 which board shall provide policy advice to the RTPO and shall allow representatives of major employers within the region, the department of transportation, transit districts, port districts, and member cities, towns, and counties within the region to participate in policy making; and

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WHEREAS, RCW 47.80.020 provides that the RTP0 in an urbanized area shall be the same as the MPO designated for federal transportation planning purposes; and

WHEREAS, in accordance with applicable federal and state laws, the Members affirm and ratify the formation and continuation of a unified metropolitan and regional transportation planning program to carry out the responsibilities of the MPO and RTP0, as well as other responsibilities determined by YVCOG (Exhibit A); and

WHEREAS, Yakima Valley Conference of Governments (YVCOG) has been designated as the lead planning agency and fiscal agent for the Metropolitan Planning Organization and the Regional Transportation Planning Organization; and

WHEREAS, the Washington State Growth Management Act, Chapter 36.70A RCW, requires the coordinated countywide planning by counties, cities, towns and other political subdivisions that develops and implements policies for contiguous and orderly growth, provision of urban services, siting of capital facilities, transportation, planning, consideration of needs for affordable housing, economic development and employment, and other comprehensive planning matters; and

WHEREAS, the Members executing this Agreement confirm and represent that each of the Members has adopted one or more resolutions authorizing the execution of this Agreement, and that such resolutions are in all ways valid and binding; and

WHEREAS, the Yakima Valley Conference of Governments has been and may be named as a subrecipient on federal and state transportation planning grant funds; and

WHEREAS, the Yakima County Commissioners authorized the execution of this Agreement by Resolution No. 2017-AA, adopted on December, 2017;

WHEREAS, the Confederated Tribes and Bands of the Yakama Nation Tribal Council authorized the execution of this Agreement by Resolution No. 2017-BB adopted on December, 2017;

WHEREAS, the City of Grandview Council authorized the execution of this Agreement by Resolution No. 2017-CC adopted on December, 2017;

WHEREAS, the City of Granger Council authorized the execution of this Agreement by Resolution No. 2017-DD adopted on December, 2017;

WHEREAS, the Town of Harrah Council authorized the execution of this Agreement by Resolution No. 2017-EE adopted on December, 2017;

WHEREAS, the City of Mabton Council authorized the execution of this Agreement by Resolution No. 2017-FF adopted on December, 2017;

WHEREAS, the City of Moxee Council authorized the execution of this Agreement by Resolution No. 2017-GG adopted on December, 2017;

WHEREAS, the Town of Naches Council authorized the execution of this Agreement by Resolution No. 2017-HH adopted on December, 2017;

WHEREAS, the City of Selah Council authorized the execution of this Agreement by Resolution No. 2017-II adopted on December, 2017;

WHEREAS, the City of Sunnyside Council authorized the execution of this Agreement by Resolution No. 2017-JJ adopted on December, 2017;

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WHEREAS, the City of Tieton Council authorized the execution of this Agreement by Resolution No. 2017-KK adopted on December, 2017;

WHEREAS, the City of Toppenish Council authorized the execution of this Agreement by Resolution No. 2017-LL adopted on December, 2017;

WHEREAS, the City of Union Gap Council authorized the execution of this Agreement by Resolution No. 2017-MM adopted on December, 2017;

WHEREAS, the City of Wapato Council authorized the execution of this Agreement by Resolution No. 2017-MM adopted on December, 2017;

WHEREAS, the City of Yakima Council authorized the execution of this Agreement by Resolution No. 2017-NN adopted on December, 2017;

WHEREAS, the City of Zillah Council authorized the execution of this Agreement by Resolution No. 2017-PP adopted on December, 2017;

NOW, THEREFORE, pursuant to the above recitals that are incorporated into this Interlocal Cooperation Agreement as if included below, and in consideration of the terms and conditions set forth below, it is hereby agreed as follows:

Section 1 PURPOSES

This Interlocal Cooperation Agreement is authorized by Interlocal Cooperation Act (RCW Ch. 39.34) for the following purposes:

- A. To establish, organize and maintain a regional agency pursuant to RCW 36.64.080 for the purpose of implementing study of regional and governmental issues of mutual interest and concern including transportation study and planning;
- B. To implement and perform the function and duties of a Regional Transportation Planning Organization (RTPO) for Yakima County as set forth in RCW 47.80.023 and WAC Ch. 468-86, as currently adopted or hereafter amended;
- C. To implement and perform the duties and functions of a Metropolitan Planning Organization (MPO) for the Yakima Valley Urbanized Area as such Area's boundaries are defined now or in the future, and as set forth in 23 U.S.C. 134 and 49 U.S.C. 5303 as currently adopted or hereafter amended and 23 CFR Parts 450 and 500 and 40 CFR Part 613, as currently adopted or as amended;
- D. To engage and assist in regional planning activities related to land use, transportation, sewer and water, parks and recreation, human services, housing and other community development programs;
- E. To assist in the planning and coordination of projects and programs which may involve federal and/or state financial participation and to assist in review of such projects and programs to assure compliance with area wide comprehensive plans;
- F. To contract or hire technical and administrative staff to provide and perform services with respect to conference programs, plans and activities including planning, grant administration and other services.

Section 2 FUNCTIONS AND AUTHORITIES

A. Transportation. YVCOG shall perform the duties and responsibilities of an RTPO and MPO as prescribed in applicable federal and state laws and regulations and serve as a conference pursuant to RCW 36.64.080. Transportation planning and responsibilities are specifically delegated to Transportation Policy Board. Such responsibilities with respect to transportation shall include but not be limited to the following:

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1. Prepare and periodically update a transportation strategy for the region. The strategy shall address alternative transportation modes and transportation demand management measures in regional quarters and shall recommend preferred transportation policies to implement adopted growth strategies. The strategy shall serve as a guide in preparation of the regional transportation plan.
2. Prepare a Regional Transportation Plan ("RTP") that is consistent with countywide planning policies, county, city and town comprehensive plans, and state transportation plans. The RTP will be developed in accordance with RCW 47.80.030 and will establish planning direction and strategies for regionally significant transportation projects, as defined in state law and shall be consistent with the regional growth management strategy, including but not limited to:
 - a. Certify that transportation elements of local comprehensive plans are consistent with the regional transportation plan.
 - b. Certify that all transportation projects within the region that have a significant impact upon regional facilities or services are consistent with the RTP.
3. Develop in cooperation with WSDOT, local governments and operators of public transportation services a six-year regional transportation improvement plan.
4. Carry out Metropolitan Planning Organization (MPO) functions as prescribed in Title 23 USC §134 and 49 USC §5303 for federally funded projects in the region and /or as required by federal and/or state laws and regulations that are applicable to the MPO, now or in the future. These functions include preparation of a RTP, an annual Unified Planning Work Program (UPWP), and a four-year capital plan (with an annual element).
5. Develop, coordinate, collect and maintain transportation related databases and transportation-related information for the members.
6. Develop and review transportation system level of service methodologies and standards, and work with cities, county, WSDOT and transit agencies on level of service standards and alternative transportation performance measures.
7. Perform such other transportation planning related functions as the Policy Board may hereinafter determine to be in the best interests of the Members.

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B. Homelessness.

The Conference shall work with member agencies to reduce homelessness within the Yakima Valley. The Conference shall develop and update as needed a strategic plan to reduce homelessness. The Conference shall support a Continuum of Care comprised of representatives from governments, victim service providers, nonprofit homeless assistance providers, law enforcement, businesses, advocates, faith-based organizations, school districts, public housing agencies, social service providers, mental health agencies, universities, affordable housing developers, hospitals, and organizations that serve veterans and homeless and formerly homeless individuals.

1. Serve as the "Collaborative Applicant" for the HUD Continuum of Care program by annually reviewing, scoring and prioritizing new and renewal projects. The purposes of the Continuum of Care program are to:
 - a. Serve as the annual homeless assistance application to HUD for funding to support housing and services targeted for homeless sub-populations;
 - b. Serve as a strategic planning body for addressing homelessness in our region
2. Coordinate the annual Point in Time count of the homeless
3. Maintain the Homeless Management Information System (HMIS)
4. Maintain the Coordinated Entry and Referral System.
5. Develop, implement, and update as needed a comprehensive countywide five-year homeless plan
6. Regularly review and evaluate homeless and housing data to determine the effectiveness of the local strategies and objectives identified in the five year plan
7. Establish performance outcomes and targets to measure and evaluate the effectiveness of funded programs.
8. Establish and publish a transparent funding distribution process to solicit, screen, review, score and rank potential projects.

C. Research and Planning. The Conference may act as a research and fact-finding agency of the members. To that end, it may make such surveys, analyses, studies and reports as authorized or requested by the Executive Committee. The Conference upon such authority or request may also:

1. Make inquiries, investigations, and surveys concerning the resources of Yakima County.
2. Assemble and analyze obtained data and develop systematic utilization thereof.
3. Cooperate with other commissions and public and private agencies of Yakima County, Washington, State, and the United States in planning endeavors.
4. Develop programs of Intergovernmental cooperation for the benefit of members.

D. Technical Assistance. The Conference may provide technical assistance to local, state and federal governments through regional data collection and forecasting services, consistent with the purpose, functions, and budget of the agency. In addition, the Conference may provide technical assistance with respect to transportation, economic development, land use and other planning and program functions as authorized by the Executive Committee. The Conference may also provide technical assistance to other agencies not listed herein, provided such agency is an approved Associate Member in good standing per the Articles of Association.

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E. Discussion Forum. The Conference may provide a forum for discussion among local, state and federal officials together with other interested parties on issues or matters of common regional interest or significance.

F. Other Functions. The Conference shall, insofar as possible:

1. Coordinate general planning among and for the participating members;
2. Provide a written report to the members each year;
3. Prepare, approve and administer annual budget, which includes setting the amount Voting Members' and non-voting Members' dues, hire an Executive Director (who shall hire and supervise employees), hire consultants, engage professional accounting, legal and other services as needed; sue and be sued; and
4. Other such additional, modified or removed functions and authorities as shall be authorized by the Executive Committee.

Section 3

BYLAWS

The authority to make, amend, or repeal bylaws is vested in the Conference so long as such bylaws are consistent with the provisions of these articles and applicable laws. Bylaws for the Conference, as revised, are included in Exhibit B and are adopted as part of this agreement. New Bylaws and/or amendments to the Bylaws require a "first reading" at a regular meeting of the Executive Committee and adoption thereafter at a subsequent regular meeting. Amendment of the Bylaws shall require a two thirds vote of the Conference Executive Committee.

Section 4

JURISDICTIONAL BOUNDARY

The Regional Transportation Planning Organization (RTPO) boundaries include all of Yakima County, which area is designated as the Yakima Valley Metropolitan Statistical Area (MSA) by the federal Office of Management and Budget Office. The Metropolitan Planning Area (MPA) boundary consists of the Urbanized Area ("UZA") as defined by the US Census, the contiguous geographic areas likely to become urbanized in the next 20 years, plus the adopted Urban Growth Areas of Selah, Moxee, Naches, Yakima and Union Gap. The MPO was established in 1974 by the Governor of the State of Washington. The RTPO was established in 1991. This Interlocal agreement replaces the original MPO and RTPO documents that were destroyed in a fire in the 1990s. All references to the "region" or "Valley" in this agreement shall mean the political boundaries of Yakima County unless changed by the Policy Board.

Section 5

MEMBERSHIP, EXECUTIVE COMMITTEE AND POLICY BOARD.

A. Governing Body – Members. The Conference shall be governed by its membership in accordance with its organizational documents (Articles and Bylaws, as revised; Exhibits B and C) in this agreement. Membership in the Conference shall include representatives of the participating members including the county, cities, towns, ports or other municipal corporations and Tribal governments with its representative being the elected chief executive or designated official by the governing body of the member.

1. Membership in the Conference is established by execution of this Governance Agreement and shall be open to Yakima County, City of Grandview, City of Granger, Town of Harrah, City of Mabton, City of Moxee, Town of Naches, City of Selah, City of Sunnyside, City of Tieton, City of Toppenish, City of Union Gap, City of Wapato, City of

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Yakima, City of Zillah, Confederated Tribes and Bands of the Yakama Nation, legally established port districts, transit and paratransit service providers, economic development agencies, Yakima Air Terminal, McAllister Field, Yakima Regional Clean Air Agency.

2. The Conference shall also authorize Associate Membership in the conference to governmental organizations, agencies and special service districts upon written application. The Executive Committee shall be responsible for reviewing and accepting/denying an agency or entity application for associate member status within the Conference and in accordance with the Articles of Association.

3. Membership shall designate an Executive Committee which shall be responsible for the internal administration, programming, procedures and practices of the Conference, together with any other duties and responsibilities as may be delegated by the general membership of the Conference. The Executive Committee shall not, however, exercise authority or responsibilities with respect to MPO and RTPPO functions and authorities which shall be the responsibility of the Transportation Policy Board.

B. Executive Committee. The internal administration, programming, procedures and practices of the Conference, together with any other duties and responsibilities as delegated by the general membership, shall be vested in an Executive Committee.

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1. The Executive Committee shall be composed of seven (7) members as follows:

Jurisdiction/Area	Number of Representatives
Yakima County	1
City of Yakima	1
City of Sunnyside	1
Area 1 Cities (Moxee, Naches, Selah, Tieton, Union Gap)	1
Area 2 Cities (Wapato, Toppenish, Harrah, Zillah)	1
Area 3 cities (Granger, Grandview, Mabton)	1
At-large representative	1
Total	7

2. The Member at Large position may be filled by any person who resides within Yakima County. The Executive Committee shall be selected in the manner set forth in the Bylaws for the Conference.

3. The Executive Committee shall have the following powers, duties and responsibilities:

- a. To review and recommend Conference budget and membership dues;
- b. To recommend amendments to the Articles of Association and Bylaws;
- c. To approve expenditures;
- d. To address personnel policies and issues in cooperation with the Executive Director;
- e. To manage and coordinate loan and grant funding and programs;
- f. To review and coordinate the provision of Conference services, programs, policies and initiatives, within the scope of authority established by membership;
- g. To initiate, advise, and aid in the establishment of cooperative arrangements, including interlocal agreements, among local governments and member agencies within the region;
- h. To propose, initiate, or approve any study, policy discussion, plan, or other Conference matter;
- i. To approve new memberships and resolve membership questions;
- j. To make recommendations to any local government or member agency, or to other appropriate agencies or entities;
- k. To propose amendments to the YVCOG Governance Agreement for ratification by members;
- l. To elect a Chair person and Vice-Chair person and other officers; and
- m. To establish committees.

C. Transportation Policy Board. The Transportation Policy Board ("Transportation Policy Board" or "Policy Board") established by the Conference with authority to carry out (1) the RTPO functions set forth in RCW Ch. 47.80 and WAC Ch. 468-86, as currently adopted or hereafter amended, and (2) the MPO functions for the Yakima Valley Urbanized Area as set forth in 23 USC 134, 49 USC 5303, 23 CFR Parts 450 and 50, and 40 CFR Part 613, as currently adopted or hereafter amended. The composition of the Policy Board shall remain consistent with federal and state law as currently adopted or amended. Should such state or federal law change, the composition of the Policy Board shall be automatically adjusted to comply with such changes without requiring this agreement to be amended or approval by the membership.

Member Jurisdictions Review DRAFT (v. 3)

1. Designation of Policy Board Representative. The Transportation Policy Board shall consist of the seven (7) members of the YVCOG Executive Committee plus three (3) additional voting members as described below. Each participating member shall be represented by its duly elected chief executive or by an official designated by the governing body of the member. The member-at-large shall be a resident of Yakima County. The representative of the major employer group will be recommended by the governing board of the Yakima County Development Association (YCDA, or New Vision), or a Chamber of Commerce, and shall be confirmed and appointed by the Policy Board. WSDOT shall designate a high-level staff person to serve on the Policy Board. WSDOT shall designate its representative appointment in January of each year.

2. Ex Officio Members. Any member of the Washington State House of Representatives or Senate whose districts are wholly or partly within the boundaries of the regional transportation planning organization shall be an ex officio, nonvoting member of the Transportation Policy Board. For the Yakima Valley, this includes Legislative Districts 13, 14, and 15.

3. Voting and Ex Officio Members. Each such membership shall either be a Voting Membership or an Ex-Officio Membership as set forth below.

a. Voting representation on the Policy Board of the MPO/RTPO shall be as follows:

Table 1 - Transportation Policy Board Representation

Member/Agency	Policy Board
YVCOG Executive Committee	7
WSDOT	1
YCDA/Major Employer Representative	1
Transit or Paratransit Provider	1
Legislative Delegation (13 th , 14 th , 15 th dist.)	Ex officio
Total	10

b. At the Policy Board's discretion, ex-officio membership shall also be open to other governmental and non-governmental entities when elected to membership by a majority of the Policy Board, and shall be effective upon their delivery of their written assurance that they will comply with this Agreement and the YVCOG bylaws. Ex-Officio members of the Organization are non-voting.

4. Purpose. The purpose of the Transportation Policy Board shall be to exercise on behalf of and in association with the Yakima Valley Conference of Governments the authority pursuant to the Agreement and under federal and state laws as the Yakima Valley Metropolitan Planning Organization and the Regional Transportation Planning Organization for Yakima County.

5. Duties. The Policy Board has the powers, duties, authority, functions and responsibilities set forth herein and otherwise prescribed by law, including but not limited to the following:

1. To approve the transportation work program (Unified Planning Work Program);
2. To approve consultant contracts consistent with the Unified Planning Work Program;
3. To certify local comprehensive plans are consistent with the Regional Transportation Plan;
4. To select projects in Yakima County to be funded with regionally managed funds, except those projects seeking Transportation Alternative Program Funds;
5. To manage the transportation improvement program for projects within Yakima County as per state and federal law;
6. To elect a Transportation Policy Board Chairperson and Vice-Chairperson
7. To establish committees consistent with Section 9 above;
8. To perform transportation planning activities for members as described in the approved work program

Member Jurisdictions Review DRAFT (v. 3)

5. Transportation Work Program and Budget. The Policy Board shall prepare, adopt, and amend as necessary a proposed work program and budget for each fiscal year beginning July 1 of every year. The detailed Unified Planning Work Program shall list specific work projects to be undertaken by the MPO/RTPO in keeping with the requirements of the biennial Metropolitan/Regional Transportation Planning Organization Agreement with WSDOT. The Executive Director shall confer with and inform members concerning the preparation of and progress on the implementation of work programs and projects.

MPO/RTPO administration and operations shall be funded through such federal, state, local and/or private funding as may become available and as appropriated therefore by statute, resolution or ordinance. The biennial appropriation from WSDOT to carry out the regional transportation planning program shall be distributed to the YVCOG, the RTPO's lead planning agency.

Section 6

GOVERNANCE, MEETINGS

A. Board Officers. The Executive Committee and Policy Board shall elect from its membership a chair and vice-chair. The term of office for the chair and vice chair shall be two years. When the chair's term expires the vice-chair shall become chair and a new vice-chair shall be elected. The primary duties of the chair shall be to preside over the meetings of the Board. In absence of the chair, the vice chair shall preside at the meetings. In his or her absence, a chair pro-tem shall be selected from the Board members present.

B. Meetings. Meetings of the Executive Committee of the Conference and the Transportation Policy Board shall be held at such times and places as determined and specified in the Conference's Bylaws. Meeting of both boards shall be called and held in compliance with Chapter 42.30 RCW, the Washington Open Public Meetings Act.

1. Notice. Written notice and the agenda of all regular Executive Committee and Policy Board meetings shall be delivered, mailed, or transmitted electronically to all board members at least five days prior to the meeting.

2. Special Meetings. Special meetings may be called by the Chair or upon the written request of a majority of voting members in accordance with RCW 42.30.080. Notice of special meetings must be given in compliance with RCW 42.30.080. The notice must state the time, place, and purpose of the meeting.

3. Quorum. A quorum for the Executive Committee and Policy Board shall consist of a simple majority of its total votes pursuant to the Agreement.

4. Voting. Each member/representative shall have votes as prescribed in the Agreement and for Towns, ports and Tribes established by the process set forth herein. Actions will be decided by a simple majority of the quorum.

5. Participation by Telephone or Electronic Media. When extraordinary circumstances prevent attendance by a member or alternate, such member or alternate may participate in a meeting by telephone conference or other electronic communications media so long as all members may simultaneously hear each other and participate during the meeting. Participation by such means shall constitute presence in person at a meeting for purposes of establishing a quorum, voting, and for all other purposes.

6. Appointment – Alternate. All representatives appointed to the Executive Committee and Policy Board shall remain until further written notification is received from the members. Alternate Policy Board representatives may serve in the absence of the designated representative so long as the alternate representative is an elected or appointed official of the appointing member's agency.

C. Committees: The Policy Board may appoint such other committees as it may determine at its discretion, from time to time, for such purpose as deemed appropriate and for such actions as may be delegated to such committee. Such committees shall be composed and formed as directed but shall not: (1) act on behalf of either Executive Committee or Policy Board; (2) take testimony; or (3) take public comment.

Member Jurisdictions Review DRAFT (v. 3)

Section 7

ALLOCATIONS

A. Yakima County, Cities and Towns, and any other entity holding membership in the Conference pursuant to the budgetary laws set forth in the Revised Code of Washington, to applicable resolutions and ordinances of such member entities, and to such bylaws as may be adopted by the Conference; provided, however, that services and facilities may be provided by such participating agencies at a mutually agreed lieu of assessment.

B. The County and all cities and towns shall be assessed dues according to a per capita ratio or through an equitable assessment established by the Conference. Special purpose districts, tribes, and associate members in good standing shall be assessed at rates to be established annually by the Conference.

Section 8

EXECUTIVE DIRECTOR AND CONSULTANTS

The Conference by action designated in the bylaws, may appoint an Executive Director and may employ any attorneys, consultants and/or staff deemed reasonable or necessary to carry out the purposes and functions of the Conference. No parts or property of the Conference shall inure to the benefit of any private person, except that the Conference is authorized to pay reasonable compensation for services rendered and make payments in furtherance of its purposes. The Executive Director and his or her designee shall act as Secretary to the Membership, Executive Committee and Transportation Policy Board and shall carry out other duties as assigned by the respective bodies.

Section 9

CONTRACTS AND CONTRACTUAL SERVICES

The Conference may contract generally and enter into any contract or reasonable agreement with the Federal Government, the State, any municipal corporation and/or other governmental or private agency consistent with its purposes and may receive grants and gifts and make loans in furtherance of such programs.

Section 10

DURATION, DISSOLUTION and TERMINATION

The Conference and MPO/RTPO shall have perpetual existence, until dissolved by a vote of two-thirds of the voting members; provided, that all members shall receive one month written notice of the proposed dissolution, and all members are provided an opportunity for comment on the motion.

All parties to this Governance Agreement shall have the right to terminate this agreement, with or without cause, by giving written notice of its intention to cancel at the expiration of ninety (90) days following such notice.

If any parties to this agreement should exercise their right of termination, Yakima Valley Conference of Governments, as the designated lead agency, shall submit an amendment to the agreement within thirty (30) days to the remaining parties and to the Department of Transportation for concurrence and recertification, respectively [retrieved from 1994 Interlocal Agreement].

Member Jurisdictions Review DRAFT (v. 3)

Section 11

INDEMNIFICATION INSURANCE AND LIABILITY

A. The Conference shall defend, indemnify, and hold harmless all employees. No member representative shall be personally liable for any monetary damages for conduct, action, or inaction as a member representative, unless such conduct involves intentional misconduct or a knowing violation of law. The Council shall obtain and keep in force third party liability insurance related to its activities with commercially reasonable liability limits and deductibles. To the extent practicable, the Conference shall cause its members to be named as insured under such policy(ies).

B. No Member or Member Representative shall be personally liable for any monetary damages for conduct, action, or inaction as a member representative, unless such conduct involved intentional misconduct or a knowing or willful violation of law.

Section 12

GENERAL PROVISIONS

A. Adoption and Effective Date. The effective date of this Agreement shall be as of the date last signed by the County and, at least sixty percent (60%) of the cities and towns within the Conference boundaries that represent seventy-five percent (75%) of the cities' and towns' population. This Agreement shall be binding upon the members who have executed this Agreement, their successors and assigns; provided, that upon such execution, all prior agreements relating to the formation of the YVCOG or its predecessors shall be deemed terminated and replaced herewith. Thereafter, no city, town, tribe or special district shall be a member of the YVCOG or the Yakima Valley Transportation Policy Board until its governing body shall have approved this Agreement.

B. Entire Agreement/Modification. This Agreement constitutes the entire Agreement between the members. There are no understandings or agreements between members other than those set forth in this Agreement. No other statement, representation or promise has been made to induce the members to enter into this Agreement.

C. Amendment. This Agreement may not be amended, supplemented or otherwise modified unless expressly set forth in a written agreement executed by all members and adopted by resolution of each member's legislative authority or governing body.

D. Savings. If any portion of this Agreement, or its application to any person or circumstances, is held or determined to be invalid, such holding or determination shall not affect the validity or enforceability of any other term or provision and the application of this Agreement to other persons or circumstances shall not be affected.

E. Counterparts. This Agreement may be executed by the members using duplicate counterparts.

Exhibits

Exhibit A. YVCOG Resolution 1990-4

Exhibit B. YVCOG Bylaws, as revised

Exhibit C. YVCOG Articles of Association, as revised

[signature page follows]

**YVCOG Executive Committee Meeting September 18, 2017
BUDGET REPORT
Aug-17**

Prepared By Christina Wickenhagen, Deputy Director

REVENUES RECEIVED:		2016	2017
January		\$ 85,638.48	\$ 687,448.01
February		\$ 112,354.71	\$ 222,612.72
March		\$ 200,453.73	\$ 143,691.60
April		\$ 108,418.53	\$ 360,562.37
May		\$ 120,008.63	\$ 153,282.29
June		\$ 58,623.14	\$ 219,035.19
July		\$ 119,768.97	\$ 432,976.93
August		\$ 55,619.87	\$ 160,380.55
September		\$ 78,557.30	
October		\$ 119,732.27	
November		\$ 133,507.18	
December		\$ 112,858.99	
Total Revenue MTD (through August)		\$ 860,886.06	\$ 2,379,989.66
Total Revenue YTD		\$ 1,305,541.80	\$ 2,379,989.66
EXPENDITURES:			
Salaries	January	\$ 64,453.00	\$ 61,556.39
	February	\$ 64,428.77	\$ 63,175.58
	March	\$ 65,621.22	\$ 57,954.48
	April	\$ 64,674.51	\$ 60,751.40
	May	\$ 69,115.38	\$ 65,018.66
	June	\$ 65,012.35	\$ 63,955.81
	July	\$ 64,685.84	\$ 64,475.95
	August	\$ 71,677.89	\$ 63,079.58
	September	\$ 58,678.48	
	October	\$ 58,885.05	
	November	\$ 57,033.22	
	December	\$ -	
Total Salaries MTD (through August)		\$ 529,668.96	\$ 499,967.85
Total Salaries YTD		\$ 704,265.71	\$ 499,967.85
Vouchers	January	\$ 53,237.27	\$ 70,136.49
	February	\$ 67,919.72	\$ 318,813.00
	March	\$ 45,097.15	\$ 243,468.95
	April	\$ 46,943.47	\$ 276,628.38
	May	\$ 30,636.73	\$ 254,611.89
	June	\$ 45,778.90	\$ 258,527.85
	July	\$ 41,865.23	\$ 180,564.54
	August	\$ 41,479.03	\$ 204,038.24
	September	\$ 56,292.17	
	October	\$ 47,815.44	
	November	\$ 33,749.75	
	December	\$ 52,040.44	
Total Vouchers MTD (through August)		\$ 372,957.50	\$ 1,806,789.34
Total Vouchers YTD		\$ 562,855.30	\$ 1,806,789.34
TOTAL EXPENDITURES MTD (through August)		\$902,626.46	\$2,306,757.19
TOTAL EXPENDITURES YTD		\$1,267,121.01	\$2,306,757.19
Revenue Balance		\$38,420.79	\$73,232.47

2017
Yakima Valley Conference of Governments
Revenue Budget

67%

Grants/Contracts <i>Beginning Fund Bal-Designated **</i>	August	YTD Actual Revenue	2017 Budget	Year-to-Date \$ Variance	Year-to-Date % Variance
			205,000 **		
Administration					
Admin-Gen'l Assessment	10,742.00	85,556.50	115,414	29,857.50	74%
Admin-Misc Revenue (copies, posters)	-	53.96	300	246.04	18%
Admin-Assoc Membership Fees	-	1,500.00	2,000	500.00	75%
Other Income (Rebates)	-	155.04	160 **	4.96	97%
Community Services	25.00	3,850.00	4,040 **	190.00	95%
Sale of Scrap & Junk	-	-	400	400.00	0%
Total Administration	10,767.00	91,115.50	122,314	31,198.50	74%
Intergov-Local Match WSDOT	-	39,165.00	40,449	1,284.00	97%
Intergov -Local Transit	-	6,000.00	6,000	0.00	100%
Total Intergov-Local	-	45,165.00	46,449	1,284.00	97%
Fed Hwy - STP	-	5,753.43	5,760 **	6.57	100%
FHWA-DOT-Metro Plan (PL)	-	100,947.00	350,000	249,053.00	29%
FTA-DOT-Metro Plan Grant	-	55,263.73	60,000	4,736.27	92%
RTPO-WSDOT	-	68,626.26	92,965	24,338.74	74%
Total MPO/RTPO	-	224,836.99	502,965	278,128.01	45%
Human Services Transp Plan	530.28	5,216.43	5,000	-216.43	104%
CTR - Plans & Progr WSDOT	-	38,804.49	75,000	36,195.51	52%
CMAQ Grant	8,392.42	65,956.41	103,750	37,793.59	64%
Homeless Local Fees	127,925.00	900,525.00	1,103,842 **	203,317.00	82%
CHG State Grant	-	257,318.84	500,000	242,681.16	51%
TANF State Grant	-	25,603.87	100,000	74,396.13	26%
HEN State Grant	-	385,867.95	600,000	214,132.05	64%
ESG Federal Grant	-	115,527.58	275,000	159,472.42	42%
HUD CoC Federal Grant	-	4,220.44	18,525	14,304.56	23%
Total HOMELESS	127,925.00	1,689,063.68			
Intergov-Scholarship	-	-	500	500.00	0%
Intergov Serv-Exec Boards (TA Contr)			90,000		
Member TA's 2016	-	110,731.29			
Grandview GMA PSA	-	884.70			
Granger TA 2017	596.83	945.28			
Granger GMA PSA	1,941.67	10,496.80			
Harrah TA 2017	86.60	3,956.07			
Mabton TA 2017	104.65	104.65			
Mabton GMA PSA	2,847.16	10,386.38			
Naches GMA PSA	-	427.24			
Selah TA 2017	-	1,066.96			
Selah GMA PSA	-	6,412.34			
Tieton GMA	-	14,025.53			
Union Gap TA 2017	1,421.96	3,025.82			
Union Gap GMA	3,214.56	29,865.76			
Wapato GMA Grant PSA	2,552.42	21,748.91			
Total TA Contracts	12,765.85	214,077.73	90,000	-124,077.73	238%
Total Revenue	160,380.55	2,379,989.66	3,549,105	1,169,115.34	67%

2017
Yakima Valley Conference of Governments
EXPENDITURE Budget

67%

	August	YTD Actual	2017 Budget	Annual \$ Variance	YTD % Variance
Salaries					
Salaries and Wages	\$ 63,079.58	\$ 499,822.59	\$ 843,000 *	59%	\$ 343,177.41
Salaries-Overtime	\$ -	\$ -	\$ 8,000	0%	\$ 8,000.00
	<u>\$ 63,079.58</u>	<u>\$ 499,822.59</u>	<u>\$ 851,000</u>	59%	<u>\$ 351,177.41</u>
Personnel Benefits					
Benefits-Direct	\$ 21,979.28	\$ 168,067.40	\$ 295,000 *	57%	\$ 126,932.60
	<u>\$ 21,979.28</u>	<u>\$ 168,067.40</u>	<u>\$ 295,000</u>	57%	<u>\$ 126,932.60</u>
Supplies					
Office & Operating Supplies	\$ 1,934.41	\$ 8,120.33	\$ 38,000	21%	\$ 29,879.67
Small Tools and Minor Equip	\$ -	\$ 1,775.75	\$ 17,000	10%	\$ 15,224.25
Computer Software	\$ -	\$ -	\$ 3,000	0%	\$ 3,000.00
Small & Attractive Items	\$ -	\$ 574.80	\$ 5,000	0%	\$ 4,425.20
	<u>\$ 1,934.41</u>	<u>\$ 10,470.88</u>	<u>\$ 63,000</u>	17%	<u>\$ 52,529.12</u>
Other Services-Charges					
Professional Services	\$ 7,620.50	\$ 47,975.58	\$ 88,000 *	55%	\$ 40,024.42
Prof Serv-Tech Services	\$ 1,217.04	\$ 9,719.93	\$ 16,000	61%	\$ 6,280.07
Communications-Telephone	\$ 1,029.49	\$ 7,424.26	\$ 10,800	69%	\$ 3,375.74
Communication-Postage	\$ 9.62	\$ 380.56	\$ 1,800	21%	\$ 1,419.44
Travel	\$ 1,312.68	\$ 19,717.80	\$ 65,000	30%	\$ 45,282.20
Advertising	\$ 407.80	\$ 8,336.90	\$ 12,000	69%	\$ 3,663.10
Operating Rentals and Leases	\$ 6,089.04	\$ 57,144.19	\$ 122,000	47%	\$ 64,855.81
Insurance	\$ -	\$ 8,715.00	\$ 8,500	103%	\$ (215.00)
Utility Services	\$ 11.76	\$ 94.08	\$ 250	38%	\$ 155.92
Repair and Maintenance	\$ 286.02	\$ 2,752.76	\$ 5,500	50%	\$ 2,747.24
Homeless Provider Contracts	\$ 161,064.38	\$ 1,449,366.25	\$ 1,933,595 *	75%	\$ 484,228.75
Misc. (registrations, dues, sut	\$ 1,076.22	\$ 15,499.76	\$ 76,460 *	20%	\$ 60,960.24
Community Services	\$ -	\$ 900.00			
	<u>\$ 180,124.55</u>	<u>\$ 1,628,027.07</u>	<u>\$ 2,339,905</u>	70%	<u>\$ 711,877.93</u>
Debt Services-Interest					
Interest	\$ -	\$ -	\$ 200		\$ 200.00
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 200</u>		<u>\$ 200.00</u>
	<u>\$ 267,117.82</u>	<u>\$ 2,306,387.94</u>	<u>\$ 3,549,105</u>	65%	<u>\$ 1,242,717.06</u>

2016-17 Cash Flow Statement
Yakima Valley Conference of Governments
Preliminary

July 2017

For the Mo Ended:

	August	September	October	November	December	Jan-17	Feb-17	Mar-17	April	May	June	July	August
Beginning cash	\$361,708.25	\$304,101.01	\$267,625.55	\$281,007.71	\$323,667.19	\$384,417.25	\$859,959.51	\$700,327.72	\$542,595.89	\$565,778.48	\$399,430.22	\$295,981.75	\$483,918.19
Fed Hwy Admin-WSDOT STP		29,358.20		55,951.14	34,168.98	23,810.65	10,821.57	5,753.43					
FHWA DOT-Metro Plan Grant									28,134.95			38,179.83	
FTA-DOT-Metro Plan Grant											26,344.85	28,918.88	
Human Svs Trasp Plan Grant			2,925.49		5,608.97	502.63	900.16	635.14	64.09	695.49	1,888.64		530.28
DOT-RTPO & RTPO Long Range				14,158.07	13,930.80	1,574.45	12,735.52		32,700.76		10,326.03	11,289.50	
CMAQ Plans & Programs	6,662.90		15,843.11	5,438.22		16,900.99	7,966.72	5,895.22		5,951.73	13,191.85	8,257.48	8,392.42
STATE FUNDS - Homeless Grant							93,946.08	88,308.85	107,115.37	100,663.53	126,336.37	152,420.46	
FEDERAL FUNDS - Homeless Grant							14,030.46			21,309.03	33,737.37	46,450.72	
HUD CoC Grant								1,720.44				2,500.00	
CTR - Grant	6,089.87		12,472.63		12,233.77	6,052.70	6,043.36	6,620.06	6,656.40	7,335.23		6,096.74	
Dept Health Grant		6,934.83											
Homeless 2163 Local Fees													
Intergov Serv-Exec Boards (TA Contr	45,667.10	42,264.27	77,770.79	58,365.05	46,900.75	500,600.00			144,600.00			127,400.00	127,925.00
Intergov-County/City Share-gen assess			10,720.25			62,288.50	1,784.00		25,628.36	16,026.38	7,210.08	11,463.32	12,765.85
Intergov-Local Match WSDOT						30,496.00	1,193.00	7,476.00	10,742.00				10,742.00
Intergov -Local FTA (Yakima Transit)								6,000.00					
Intergov -Scholarship													
Misc Revenue-copies, posters	-3,000.00			194.70	15.72	28.48	24.58	380.04	2,700.00	900.90			25.00
Associate Membership Fees	200.00								500.00	1,000.00			
Scrap & Junk													
Non-revenue													
Expense Revenue Netted Back													
Total Receipts	\$55,619.87	\$78,557.30	\$119,732.27	\$133,507.18	\$112,858.99	\$687,448.01	\$222,612.72	\$143,691.60	\$360,562.37	\$153,282.29	\$219,095.19	\$432,976.93	\$180,380.55
Available Cash	\$417,328.12	\$382,658.31	\$387,357.82	\$414,514.89	\$436,526.18	\$1,071,865.26	\$1,082,572.23	\$844,019.32	\$903,158.26	\$719,060.77	\$618,465.41	\$728,958.68	\$644,298.74
Salaries	71,677.89	58,678.48	58,885.05	57,033.22		122,197.00	63,175.58	57,954.48	60,751.40	65,018.66	63,955.81	64,475.95	63,079.58
Personnel Benefits	20,902.72	19,359.50	19,387.79	18,102.34		40,532.89	20,098.16	19,206.34	20,530.29	21,445.43	21,183.04	22,988.05	21,979.28
Supplies	1,942.11	5,761.37	595.60	822.62	2,347.35	1,575.42	2,790.49	3,815.01	715.47	1,773.48	1,092.40	236.60	1,934.41
Other Services	18,634.20	31,171.30	27,832.05	14,824.79	49,693.09	47,600.44	296,180.28	220,447.60	255,382.62	231,392.98	236,252.41	157,339.89	180,124.55
Justicial Account													
Debt Service - Interest	70.19	62.11	-350.38	64.73	68.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Capital Cash Out	113,227.11	115,032.76	106,350.11	90,847.70	52,108.93	211,905.75	382,244.51	301,423.43	337,379.78	319,630.55	322,483.66	245,040.49	267,117.82
Net Cash Flow	\$304,101.01	\$267,625.55	\$281,007.71	\$323,667.19	\$384,417.25	\$859,959.51	\$700,327.72	\$542,595.89	\$565,778.48	\$399,430.22	\$295,981.75	\$483,918.19	\$377,180.92

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REVENUE BALANCE SUMMARY

Providers	Award Amt	BEG DATE	EXP DATE
Consolidated Housing Grant	\$ 302,688	7/1/2017	6/30/2018
Housing and Essential Needs	\$ 655,666	7/1/2017	6/30/2018
Temporary Assistance for Needy Families	\$ 69,000	7/1/2017	6/30/2018
Emergency Solutions Grant	\$ 295,349	7/1/2017	6/30/2018
Local Filing Fees	\$ 1,103,842	1/1/2017	12/31/2017
2017 HOMELESS FUNDING		Requested	Balance August
Yakima Neighborhood Health	\$ 648,820	\$ 55,922	\$ 592,898
Yakima Valley Farm Workers Clinic	\$ 375,364	\$ 7,772	\$ 367,592
Entrust	\$ 100,000	\$ -	\$ 100,000
Lower Valley Crisis	\$ 46,665	\$ 2,945	\$ 43,720
Rod's House	\$ 63,240	\$ 1,279	\$ 61,961
YWCA	\$ 100,000	\$ 3,174	\$ 96,826
People for People	\$ 3,378	\$ -	\$ 3,378
Catholic Charities	\$ 304,354	\$ -	\$ 304,354
Transform Yakima	\$ 416,000	\$ 39,699	\$ 376,301
Contracts through YVCOG	\$ 2,057,821	\$ 110,792	\$ 1,947,029

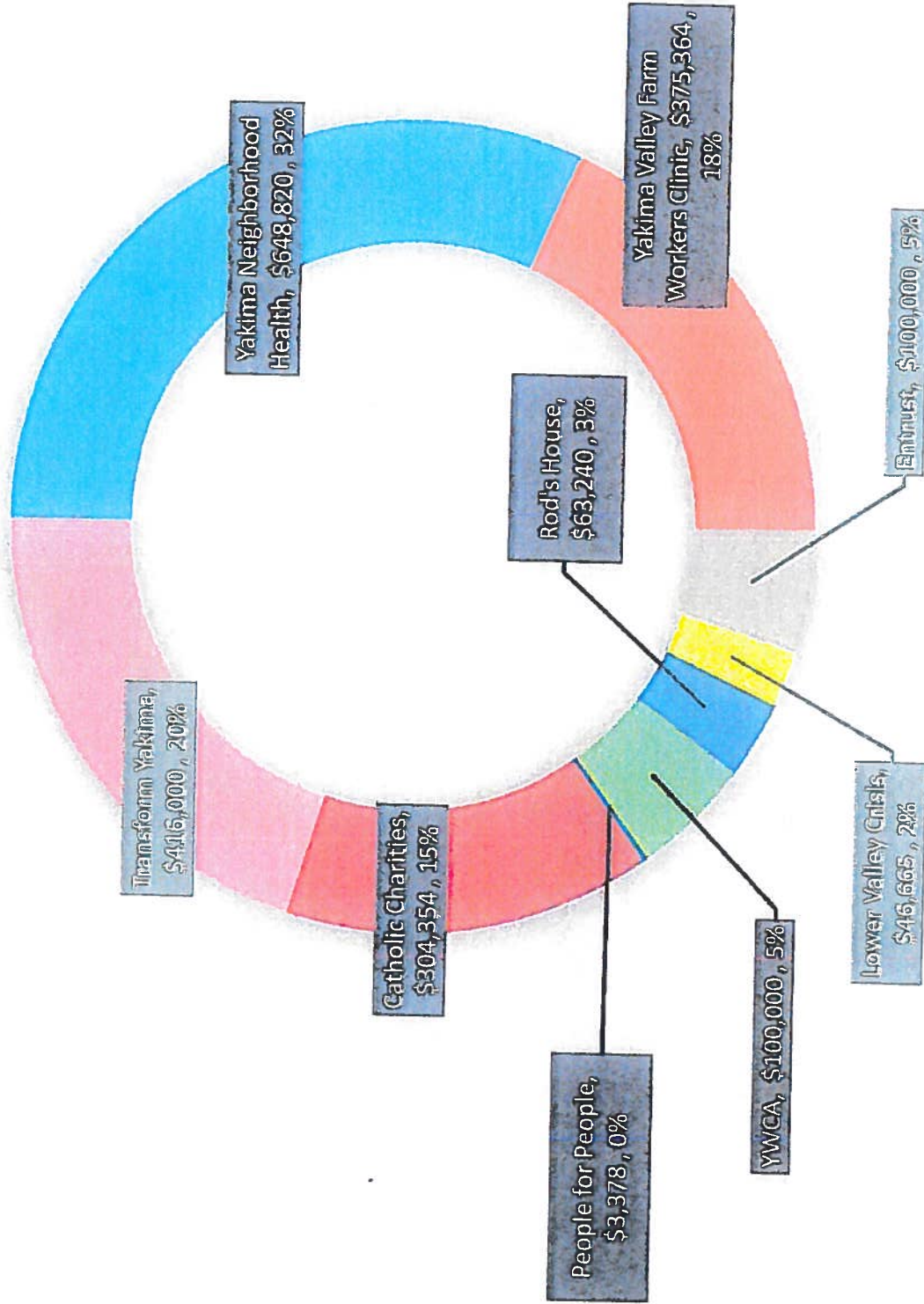
REVENUE BALANCE NEW CONTRACTS - JULY 2017

Funds Passed Through YVCOG

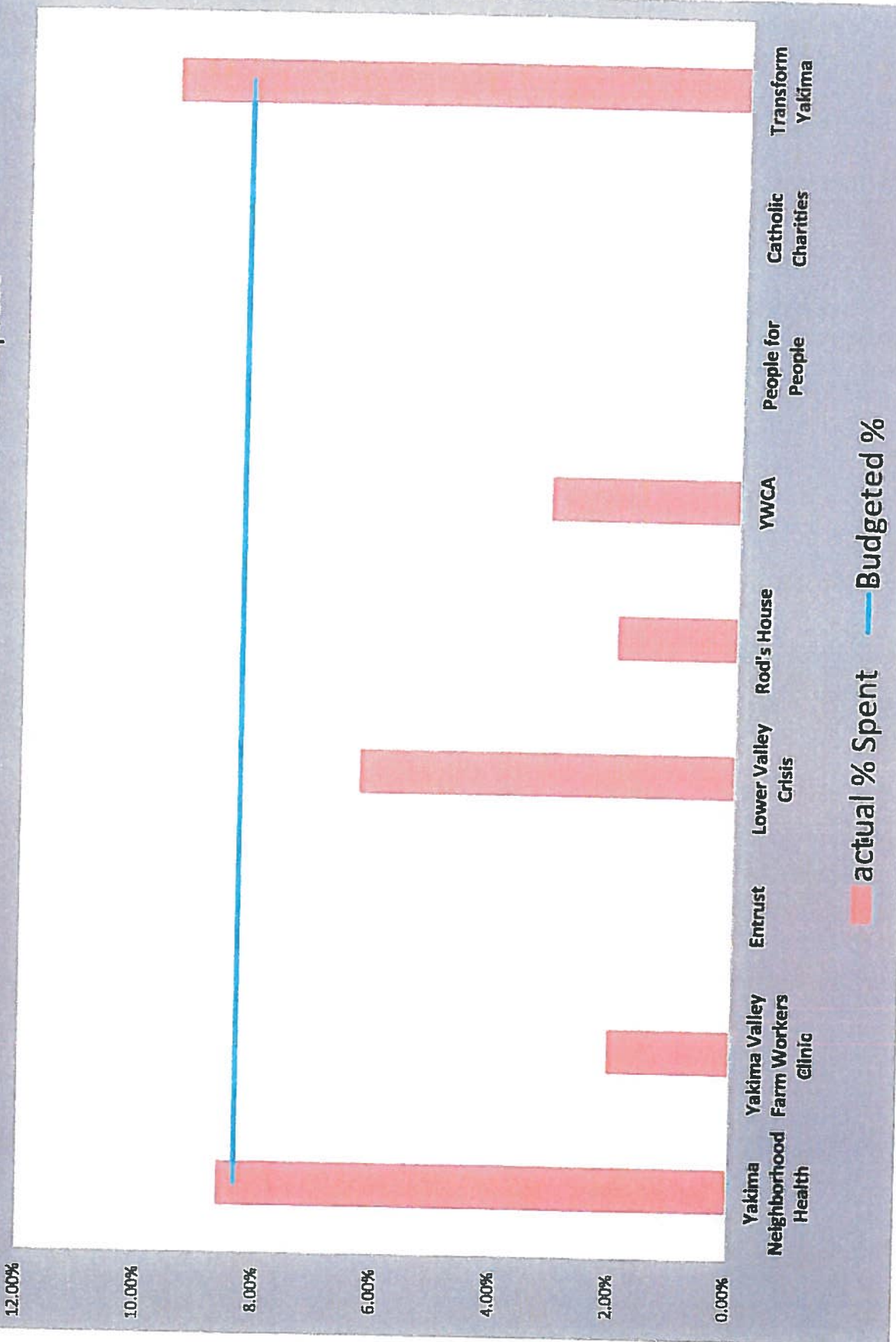
Contract/GRANT	Award Amt	BEG DATE	EXP DATE	July AVAILABLE	July Requests	August AVAILABLE
		7/1/2017	6/30/2018	\$	\$	\$
Consolidated Housing Grant (CHG)	\$ 302,688			302,688.00	\$2,379.07	\$300,308.93
Housing and Essential Needs (HEN)	\$ 655,666	7/1/2017	6/30/2018	\$ 655,666.00	\$46,021.06	\$609,644.94
Temporary Assistance for Needy Families (TANF)	\$ 69,000	7/1/2017	6/30/2018	\$ 69,000.00	\$805.19	\$68,194.81
Emergency Solutions Grant (ESG)	\$ 295,349	7/1/2017	6/30/2018	\$ 295,349.00	\$9,371.00	\$286,978.00
Local Filing Fees (2163)	\$ 735,118	7/1/2017	6/30/2018	\$ 732,127.85	\$53,216.03	\$678,911.82
				\$ 2,054,830.85	\$110,792.35	\$1,944,038.50
2016 TO PROVIDERS						
FEDERAL PASS THROUGH						
Emergency Solutions Grant	\$ 50,000	7/1/2017	6/30/2018	\$ 50,000.00	\$0.00	\$50,000.00
Entrust Community Services	\$ 34,000	7/1/2017	6/30/2018	\$ 34,000.00	\$0.00	\$34,000.00
Catholic Charities	\$ 64,684	7/1/2017	6/30/2018	\$ 64,684.00	\$2,252.38	\$62,431.62
Yakima Valley Farm Workers Clinic	\$ 100,000	7/1/2017	6/30/2018	\$ 100,000.00	\$3,173.83	\$96,826.17
YWCA of Yakima	\$ 46,865	7/1/2017	6/30/2018	\$ 46,665.00	\$2,944.79	\$43,720.21
Lower Valley Crisis	\$ 295,349	7/1/2017	6/30/2018	\$ 295,349.00	\$8,371.00	\$286,978.00
Equals Award Amount						
STATE PASS THROUGH						
Consolidated Housing Grant	\$ 114,354	7/1/2017	6/30/2018	\$ 114,354.00	\$0.00	\$114,354.00
Catholic Charities	\$ 134,334	7/1/2017	6/30/2018	\$ 134,334.00	\$1,612.77	\$132,721.23
Yakima Valley Farm Workers Clinic	\$ 54,000	7/1/2017	6/30/2018	\$ 54,000.00	\$766.30	\$53,233.70
Rod's House	\$ 302,688	7/1/2017	6/30/2018	\$ 302,688.00	\$2,379.07	\$299,308.93
Equals Award Amount						
TANF						
STATE PASS THROUGH						
Catholic Charities	\$ 56,000	7/1/2017	6/30/2018	\$ 56,000.00	\$0.00	\$56,000.00
Yakima Valley Farm Workers Clinic	\$ 13,000	7/1/2017	6/30/2018	\$ 13,000.00	\$805.19	\$12,194.81
Equals Award Amount						
HEN						
STATE PASS THROUGH						
Yakima Neighborhood Health	\$ 414,000	7/1/2017	6/30/2018	\$ 414,000.00	\$43,081.93	\$370,918.07
Catholic Charities	\$ 100,000	7/1/2017	6/30/2018	\$ 100,000.00	\$0.00	\$100,000.00
Yakima Valley Farm Workers Clinic	\$ 141,666	7/1/2017	6/30/2018	\$ 141,666.00	\$2,939.13	\$138,726.87
Equals Award Amount						
LOCAL PASS THROUGH						
Local Filing Fees Committed 2017	\$ 120,000	7/1/2017	6/30/2018	\$ 120,000.00	\$0.00	\$120,000.00
Yakima Neighborhood Health Cap. Impr	\$ 84,000	7/1/2017	3/31/2018	\$ 84,000.00	\$6,834.83	\$77,165.17
Yakima Neighborhood Health WFF	\$ 3,378	8/1/2017	7/31/2018	\$ 3,378.00	\$0.00	\$3,378.00
People for People EFSP	\$ 50,000	7/1/2017	6/30/2018	\$ 50,000.00	\$0.00	\$50,000.00
Entrust	\$ 20,820	7/1/2017	6/30/2018	\$ 20,820.00	\$1,979.70	\$18,840.30
Yakima Neighborhood Health Access Intake	\$ 9,240	7/1/2017	6/30/2018	\$ 9,240.00	\$513.07	\$8,726.93
Rod's House Access Intake						

Yakima Valley Farm Workers Access Intake	2%	\$	11,680	7/1/2017	6/30/2018	\$	11,680.00		\$0.00		\$11,680.00			
Yakima Neighborhood Health HAF	1%	\$	10,000	1/1/2017	12/31/2017	\$	7,897.85		\$4,026.00		\$3,871.85			
Yakima Valley Farm Workers Clinic HAF	1%	\$	10,000	1/1/2017	12/31/2017	\$	9,112.00		\$163.00		\$8,949.00			
Transform Yakima Together Cap. Impr	32%	\$	236,000	7/1/2017	6/30/2018	\$	236,000.00		\$1,565.55		\$234,434.45			
Transform Yakima Together Camp Hope	24%	\$	180,000	7/1/2017	6/30/2018	\$	180,000.00		\$38,133.88		\$141,866.12			
Unobligated	0%	\$		1/1/2017	12/31/2017	\$			\$0.00		\$0.00			
		\$	736,116			\$	732,127.85		\$53,216.03		\$678,911.82			
		\$	2,057,421			\$								

Total Contract Amount by Provider



Budget to Actual Reimbursement Request



09.27

