



YVCOG EXECUTIVE COMMITTEE AGENDA

Monday, August 15, 2016
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 August 15, 2016 meeting of the YVCOG Executive Committee will come to order at _____ p.m.
- ❖ **INTRODUCTIONS / ROLL CALL**
- ❖ **APPROVAL OF MINUTES** – July 18, 2016
- ❖ **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. No items

NEW BUSINESS

1. Associate membership
Chris Wickenhagen, Deputy Director
Yakima Housing Authority
Action: Approval
2. Contracts
Chris Wickenhagen, Deputy Director
 - Subrecipient Agreement CFDA 14.228 – City of Wapato
 - Yakima Housing Authority \$9,265.00
Action: Approval for chair to sign.
3. Approval of Vouchers
Tamara Hayward, Office Specialist
Action: Review, approval and authorization of signatures

4. Homeless Program Update

Chris Wickenhagen, Deputy Director

- 5-Year Plan Status Update

Action: Information

5. Monthly Budget Report

Chris Wickenhagen, Deputy Director

- June 2016 Budget Report.

Action: Approval

- June 2016 Cash Flow Statement.

Action: Information

6. 2017 YVCOG Budget Development

Chris Wickenhagen, Deputy Director

- Review 2017 Budget Subcommittee Report

- Review 2017 Draft Budget

Action: Review & Discussion.

7. September 21, 2016 YVCOG General Membership Meeting

Chris Wickenhagen, Deputy Director

- Location: Sunnyside, WA VFW Hall

Program & Business Items: 2017 Legislative Session Preview

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
July 18, 2016

CALL TO ORDER

Mr. Hodkinson, Vice Chairman, called the July 18, 2016 meeting of the YVCOG Executive Committee to order at 2:50pm

ROLL CALL &
INTRODUCTIONS

Members present: Jim Restucci, John Hodkinson, Mike Leita, Dan Olson, and Janice Gonzales, Mario Martinez, Maureen Adkison

Members Absent:

YVCOG staff present: Larry Mattson, Chris Wickenhagen, Shawn Conrad, Avery Zoglman, and Tim Sullivan

Others present: Raquel Crowley, Senator Murray's Office; Lowell Krueger, Yakima Housing Authority, Joan Davenport; City of Yakima.

A quorum was present.

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

APPROVAL OF MINUTES

Mr. Leita moved to approve the minutes from the June 20, 2016 minutes Ms. Gonzales 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.

Mr. Leita requested agenda item #10 be moved to the top of the agenda in consideration of others present. Mr. Restucci asked if there were any objections to moving line item #10 to the front of the agenda. There were no objections.

NEW BUSINESS

Homeless Program Update

Mr. Sullivan presented the 5-year plan timeline to the Executive Committee. The Executive Committee will receive a draft by November 9 to review and discuss during the November Executive Committee meeting. Staff will update the plan with the direction from the Executive Committee and email this to the HPPC for their review. The plan will be brought back to the Executive Committee in December for their final approval and implemented January 1, 2017.

Mr. Sullivan shared that an independent agency was contracted by State Auditor's Office to audit Commerce and their management of the Homeless Program throughout Washington State. He believes YVCOG was able to provide good feedback about the processes and procedures of Commerce.

Mr. Sullivan discussed the HUD CoC process. These funds do not pass through YVCOG or Yakima County. The funds are a direct to the awarded agency. The agencies submit their application to the CoC committee made up of members from the Homeless Planning and Policy Council for scoring and then it is submitted to HUD. No providers who apply for these funds are part of the committee.

Mr. Sullivan discussed the need to contract out Project Homeless Connect, an activity of the Homeless Network, which runs parallel with Point in Time; a Homeless Program requirement. He is currently working on the RFP. Ms. Gonzales asked if the RFP is for all four locations. Tim confirmed that the RFP will be for all four locations.

Mr. Mattson requested clarification of the Board's direction on the motion from the June 20, 2016 Executive Committee meeting. The Executive Committee made a stipulation before funding the Yakima Neighborhood Health Services' Hygiene Center at Roy's Market, that the City of Yakima Council pre-approve the project before YVCOG provides funding. Ms. Davenport shared that the City doesn't have an application to approve. Mr.

Leita stated that as a regional agency, YVCOG is extending a courtesy to the City of Yakima before approving funds be spent on a project that the City may or may not endorse. His intention is to allow the jurisdiction in which a provider is planning to develop be made aware and endorse the proposal. Mr. Restucci asked for the June agenda and related supporting material. Mr. Restucci requested a short recess at 3:20pm to allow staff to get this information. Mr. Restucci called the meeting back to order at 3:29pm. This information was brought back to the Executive Committee during their July 18, 2016 meeting. The YVCOG Executive Committee voted to reconsider this request. The request was then considered de novo under parliamentary procedure. Acting on this 'new' proposal, Mr. Leita moved to approve. Mr. Olsen seconded. Mr. Martinez approved, Mr. Leita, Mr. Olson, Mr. Hodkinson, Ms. Adkison, Mr. Restucci voted no. Ms. Gonzales abstained. Motion failed.

Mr. Mattson shared that the available funds for the Emergency Solutions Grant (ESG) were overstated to the Homeless Planning & Policy Council and in turn, the recommendation to the Executive Committee to approve the HURAY project (YNHS Rapid Rehousing Vouchers Request) last month with \$287,000 in ESG Funds and \$24,000 in local filing fees (2163 funds). With the over-obligation of ESG Funds, the previous ESG contracts would not be able to be funded (affecting six other contracts). There was an assumption that any shortage of money for the ESG contracts was to be covered by using 2163 funds; this assumption was not approved by Mr. Mattson or the Executive Committee.

With the shortage of actual ESG Funds, YVCOG is requesting the Executive Committee to approve using \$155,000 of the 2163 Funds to cover the previous contracts. These contracts are vital to serving targeted audiences in the Homeless Community. Mr. Leita approved using \$155,000 in local filing fees. Mr. Hodkinson seconded. Mr. Restucci called for comment/discussion. Mr. Martinez wanted to confirm that it is still YVCOG's intention to develop a 5-Year Plan on how to utilize these funds before we spend them. Mr. Mattson confirmed that this is YVCOG's intention; the draft plan will be circulated this fall. Mr. Restucci called for a vote. It passed by all members of the Executive Committee except for Ms. Gonzales who abstained.

OLD BUSINESS

Urban Institute Pay for Success Feasibility Study – Mr. Mattson reported the next steps are for YVCOG to identify 2 – 4 topic areas for further exploration, and provide to the Urban Institute data for those topic areas/targeted populations.

NEW BUSINESS

Correspondence

Mr. Mattson reported on the following items:

Yakima Student Stability Program Memorandum of Agreement with Yakima School District (YSD). The agreement is between Yakima School District, YVCOG and local Consolidated Homeless Grant grantee and sub-grantees. YVCOG, as the contracting and coordinating agency of the Homeless Program in Yakima County will provide access to the Homeless Management Information System to YSD, provide training to the YSD homeless liaisons, and include the homeless liaisons as par part of the Coordinated Entry system. YVCOG will also facilitate the funding to extend available service to homeless youth and their families.

YVCOG 2016-2018 Strategic Plan Overview. The draft themes, objectives and tasks were presented to the Executive Committee.

Contracts

Mr. Mattson presented the PSA with Generating Hope Noah's Ark for their emergency

request last month for \$20,000. Mr. Mattson requested approval from the Executive Committee to allow the Chair to sign the contract when initiated by Noah's Ark. Mr. Leita moved to approve chair to sign the contract when initiated by Noah's Ark. Mr. Martinez second. Motion passed.

Mr. Mattson present a sub-recipient CDBG grant passed through the City of Union Gap for the purpose updating Union Gap's Comprehensive Plan in accordance with growth Management Act. Mr. Martinez made the motion to approve the CDBG Sub-recipient Grant. Ms. Gonzales second. Motion passed.

Mr. Mattson informed the Executive Committee that we are anticipating two more contracts. Another Subrecipient CDBG grant passed through the City of Wapato and the Sanitary Facilities reimbursement for the City of Yakima.

2013 – 2015 Audit

Ms. Wickenhagen reported that the Audit is complete and the report has been posted by the State. There were no findings or management letters. Another clean audit. This is the seventh consecutive clean audit spanning over 21 years. Mr. Hodkinson reported he attended the exit conference and asked about the new audit responsibilities taking on the Homeless Program with Subrecipients. The Auditor said we are responsible for everything, tracking all money and records for each agency. Mr. Hodkinson asked if we were prepared for this with our current staffing. Ms. Wickenhagen shared that she is in the process of hiring a Grant Accountant.

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 JUL-16-001 through JUL-16-006 in the total amount of \$89,075.00, and claim vouchers numbered JUL-16-007 through JUL-16-033 in the total amount of \$30,452.37. Mr. Olson moved to approve the July Vouchers;* Ms. Adkison seconded this motion. Motion carried.

Program Update

Mrs. Conrad offered the following updates:

- Continuing to assist cities with their GMA Updates
- Grandview final adoption for GMA
- *new Union Gap GMA Update
- *new Wapato GMA Update
- CoC Application assistance

Program Update

Mr. Calhoun offered the following updates:

- Recreation Conservation grant – presenting in Olympia Aug 8 in front of the Funding Board
- Dep of Health Water Feasibility Initial draft submitted June 15th, revising for Final submission at the end of month
- City of Tieton – new Planning Commission, going to train new Commission

Mr. Hodkinson requested Item #7 be moved to the bottom of the agenda. There were no objections.

Monthly Budget Report

Ms. Wickenhagen presented the June 2016 Monthly Budget Report* showing a revenue balance of \$9,809.25. Mr. Olson moved to approve the monthly budget report. Ms. Adkison seconded. Motion carried.

2017 YVCOG Budget Process

Mr. Mattson stated the need to have the Chair appoint a 2017 Budget Sub-committee. Mr. Restucci appointed Mr. Leita, Ms. Adkison and Ms. Gonzales.

Mr. Restucci then asked for a motion to adopt the 2017 Budget Schedule. Mr. Olson moved to approve the 2017 Budget Schedule. Mr. Hodkinson second. Motion passed.

General Membership Meeting

Mr. Mattson informed the Committee that the September General Membership meeting will be held in Sunnyside. He will be contacting area Legislators to invite them to come and provide members an update.

Executive Session

Mr. Mattson announced an executive session as per RCW42.30.110(1)(g) from 4:30pm to 4:40pm for the purpose of reviewing the performance of a public employee. At 4:40pm, Mr. Restucci requested 5 more minutes. Executive Session ended at 4:45pm.

OTHER BUSINESS

PUBLIC COMMENT

None.

ADJOURN

With no other business, Mr. Restucci adjourned the meeting during Executive Session at 4:45p.m.

Respectfully submitted,

James A. Restucci, YVCOG Executive Committee Chair

Date signed

ATTEST:

Christina Wickenhagen, Deputy Director

YAKIMA VALLEY CONFERENCE OF GOVERNMENTS
APPLICATION FOR
ASSOCIATE MEMBERSHIP

Yakima Housing Authority
Agency Name
810 N. 6th Avenue
Street
Yakima, WA
City/State

Lowel Krueger
Contact Person
(509) 453-3106
Phone
98902
Zip Code

Associate Membership Privileges

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

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:

The mission of the Yakima Housing Authority is to further affordable housing. Community Partnerships are vital to our organization in order to further our mission.

This application will be reviewed by the YVCOG Executive Committee. Upon acceptance there is a yearly fee of \$50.00.


Signature of Agency Representative

6/21/2011
Date

SUBRECIPIENT AGREEMENT

This Agreement is entered into by the City of Wapato ("Local Government") and the Yakima Valley Conference of Governments ("Subrecipient") with respect to the Local Government's Growth Management Act Update Project ("Project").

RECITALS

A. The Washington State Department of Commerce (Commerce) is authorized by the Federal Department of Housing and Urban Development (HUD) to administer funds for selected units of local government for the purpose of carrying out projects under the Washington State Community Development Block Grant (CDBG) Program. CDBG programs are undertaken and administered in accordance with applicable local, state and federal laws, regulations and policies; and

B. Local Government has applied for and received a Planning Only Grant Contract through the CDBG Program for the purpose of completing its Growth Management Act (GMA) Periodic Update ("Project"). The award is referenced as Contract No. 15-62210-040 (the "Grant Contract"), to fund the Project with Federal Award Identification Number B-15-DC-53-001; and

C. Local Government has requested that Subrecipient undertake certain aspects of the Project as more particularly set forth herein and Subrecipient is prepared to provide assistance and undertake such work.

D. Local Government agrees to engage the Subrecipient to accomplish the Scope of Work and the objectives of the local CDBG project, on the terms and conditions set forth herein;

NOW, THEREFORE, the parties agree as follows:

1. **PURPOSE.** It is the purpose and intent of this Agreement to designate and assign to Subrecipient responsibilities as more particularly set forth herein and in the Grant Contract as approved and funded by Commerce. Under this Agreement, Local Government is still responsible for the overall administration and monitoring of the use of the CDBG funds in accordance with program requirements. Local Government and Subrecipient shall work cooperatively in meeting requirements and work contemplated by the Grant Contract.

2. SCOPE OF SERVICES.

A. *Local Government Responsibilities.* The Local Government is responsible for administration of the CDBG contract, and ensuring CDBG funds are used in accordance with all program requirements and the Grant Contract. The Local Government shall provide such assistance and guidance to the Subrecipient as may be required to accomplish the objectives tasks and Project outcomes contemplated by the Grant Contract and set forth in this Agreement.

Local Government shall be responsible for completing the following tasks and objectives of the Project:

Principal Tasks

- Review and comment on draft project materials in a timely fashion
- Schedule timely meetings for review of draft project materials

Attachment #1
Budget and Scope of Work
City of Wapato GMA Periodic Update
CDGB Planning Only Grant

Tasks	Est. Cost
<i>Prep/Review</i>	
Kick-off staff meeting(s) and file setup	\$390
Staff meetings for draft review/revision	\$780
<i>Comprehensive Plan Update</i>	
Administration Element Review and update	\$520
Utilities Element Review and update	\$390
Transportation Element Review and update	\$4,250 1
Land Use Element Review and update	\$4,210
Housing Element Review and update	\$3,720
Natural Systems Element Review and update	\$2,630
Capital Facilities Element Review and update	\$2,300
<i>Development Regulations Update</i> Review and update	\$2,440
<i>Critical Areas Ordinance Update</i> Review and update	\$1,150
<i>Planning Commission Meetings</i> Prep and staff PC mtgs	\$2,570
<i>Combined Adoption Process</i> SEPA, Commerce submittals, adoption process	\$2,550
<i>Misc.</i> Mileage, copies, mailing	\$350
<i>Project Administration</i>	\$4,620 2
TOTAL PROJECT COST	\$32,870
TOTAL CDBG FUNDS FOR ELIGIBLE COSTS	\$24,000

1 Transportation Element to be completed at no charge using YVCOG RTPO funds.

2 YVCOG Project Administration costs to be paid by City of Wapato.



Yakima Housing Authority
PROFESSIONAL SERVICE AGREEMENT

THIS AGREEMENT made and entered into by and between the Yakima Housing Authority, hereinafter referred to as the "YHA", and the Yakima Valley Conference of Governments, hereinafter referred to as the "CONFERENCE",

WITNESSETH THAT:

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

WHEREAS, it would be beneficial to the YHA to utilize the Conference as an independent entity to accomplish the Scope of Work as set forth herein and such endeavor would tend to best accomplish the objectives of its local planning program.

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

1. Services to be Provided by the Parties:

- a. The Conference shall complete in a satisfactory and proper manner as determined by the YHA the work activities described in the Scope of Work (Attachment #1 to the contract).
- b. The YHA will provide such assistance and guidance as may be required to support the objectives set forth in the Scope of Work and will provide compensation for services as set forth in Section 3 below.

2. Time of Performance:

The effective date of this contract shall be the date the parties sign and complete execution of the contract. The termination date of the contract shall be December 31, 2016.

3. Consideration:

The YHA shall reimburse the Conference in accordance with the Budget described in Attachment #1 of the contract for all allowable expenses agreed upon by the parties to complete the Scope of Work. In no event shall the total amount to be reimbursed by the YHA exceed the sum of \$9,265. Reimbursement under this contract shall be based on billings, supported by appropriate documentation of costs actually incurred. It is expressly understood that claims for reimbursement shall not be submitted in excess of actual, immediate cash requirements necessary to carry out the purposes of the agreement.

Attachment #1
Yakima Housing Authority - Moving to Work Grant Assistance
YVCOG Budget and Scope of Work

Tasks		Est. Hours	Est. Cost
<i>General grant coordination</i>	Develop and maintain schedule and deadlines; review NOFA for requirements; track and communicate with YHA re: needed items.	30	\$2,010
<i>Staff meetings/events</i>	Attend meetings/events for public input; answer questions and provide information.	15	\$1,005
<i>Data collection</i>	Collect needed data as requested by YHA.	20	\$1,340
<i>Writing/editing</i>	Edit and revise narrative provided by YHA.	30	\$2,010
<i>Formatting</i>	Format final document.	10	\$670
<i>Project Management/Admin</i>		—	\$1,980
<i>Mileage</i>		—	\$200
<i>Copies and mailing</i>		—	\$50
TOTALS		105	\$9,265

NOTES:

1. Length of contract is six months.
2. Time estimates assume interaction with staff to gather data and review draft materials.
3. Timelines for completion of these tasks will be dependent upon availability of staff for responses
4. Hours to staff meetings include meeting preparation and travel to/from meeting site.
5. Cost estimates per task include benefits and indirect costs.

May 2, 2016



**YVCOG Executive Committee Meeting August 15, 2016
BUDGET REPORT
July 2016**

Prepared By Christina Wickenhagen, Deputy Director

REVENUES RECEIVED:

	2015 TOTAL	2016
January	\$ 139,242.72	\$ 85,638.48
February	\$ 8,458.67	\$ 112,354.71
March	\$ 122,787.20	\$ 202,376.73
April	\$ 88,696.32	\$ 108,418.53
May	\$ 73,382.91	\$ 120,008.63
June	\$ 27,377.24	\$ 58,623.14
July	\$ 153,299.59	\$ 119,768.97
August	\$ 18,103.44	\$ -
September	\$ 111,391.18	\$ -
October	\$ 96,570.50	\$ -
November	\$ 141,987.62	\$ -
December	\$ 100,389.56	\$ -
Total Revenue MTD (through July)	\$ 613,244.65	\$ 807,189.19
Total Revenue YTD	\$ 1,081,686.95	\$ 807,189.19

EXPENDITURES:

Salaries	January	\$ 44,902.46	\$ 64,453.00
	February	\$ 44,973.88	\$ 64,428.77
	March	\$ 45,466.69	\$ 65,621.22
	April	\$ 45,405.04	\$ 64,674.51
	May	\$ 45,262.88	\$ 64,962.08
	June	\$ 45,405.04	\$ 65,012.35
	July	\$ 56,908.71	\$ 64,685.84
	August	\$ 57,255.46	\$ -
	September	\$ 55,885.22	\$ -
	October	\$ 60,384.15	\$ -
	November	\$ 60,993.62	\$ -
	December	\$ 60,750.91	\$ -
Total Salaries MTD (through July)		\$ 328,324.70	\$ 453,837.77
Total Salaries YTD		\$ 623,594.06	\$ 453,837.77

Vouchers	January	\$ 37,102.55	\$ 58,972.77
	February	\$ 27,281.15	\$ 56,876.72
	March	\$ 28,564.67	\$ 45,097.15
	April	\$ 25,014.46	\$ 46,943.47
	May	\$ 37,301.64	\$ 34,790.03
	June	\$ 33,450.80	\$ 45,778.90
	July	\$ 31,814.70	\$ 41,822.23
	August	\$ 30,891.36	\$ -
	September	\$ 39,898.68	\$ -
	October	\$ 35,370.69	\$ -
	November	\$ 34,022.79	\$ -
	December	\$ 28,643.22	\$ -
Total Vouchers MTD (through July)		\$ 220,529.97	\$ 330,281.27
Total Vouchers YTD		\$ 389,356.71	\$ 330,281.27

TOTAL EXPENDITURES MTD (through July) 548,854.67 \$784,119.04

TOTAL EXPENDITURES YTD \$1,012,950.77 \$784,119.04

Revenue Balance \$68,736.18 \$23,070.15

MONTHLY CASH FLOW (estimate)

Salaries	\$ 64,685.84	REIMB (SAL)	\$ 50,228.15	ADMIN	\$ 14,457.69
Vouchers	\$ 41,822.23	REIMBURSED	\$ 31,175.39	ADMIN	\$ 10,646.84

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2016
Yakima Valley Conference of Governments
REVENUE Budget

58%

G	Sub-Departments Grants/Contracts	YTD Actual			Year-to-Date \$ Variance	Year-to-Date % Variance
		July	Revenue	Budget		
615 308 000 01	Beginning Fund Bal-Designated **			195,000.00 **	195,000.00	
	Administration					
615 100 368.5	Admin-Gen'l Assessment	30,496.75	104,265.75	114,986.00	10,720.25	91%
615 100 369.9	Admin-Misc Revenue (copies, posters)	-	3,115.20	300.00	-2,815.20	1038%
615 100 345.8	Admin-Assoc Membership Fees	-	150.00	300.00	150.00	50%
100 369 10 001	Sale of Scrap & Junk		386.55	400.00 *	13.45	97%
	Total Administration	30,496.75	107,917.50	115,986.00	8,068.50	93%
615 100 337.X	Intergov-Local Match WSDOT	-	39,412.00	39,412.00	0.00	100%
615 100 368.5	Intergov -Local Transit	-	6,000.00	6,000.00	0.00	100%
	Total Intergov-Local	-	45,412.00	45,412.00	0.00	100%
615 210 333	STP - Fed Hwy Admin WSDOT	-	16,048.34	25,000.00	8,951.66	64%
	MPO/RTPO					
350 333 20 205	FHWA-DOT-Metro Plan (PL)	26,416.00	107,533.24	350,000.00	242,466.76	31%
350 333 20 505	FTA-DOT-Metro Plan Grant	-	80,978.81	70,000.00	-10,978.81	116%
350 334	RTPO-WSDOT	-	68,562.65	97,000.00	28,437.35	71%
	Total MPO/RTPO	26,416.00	257,074.70	517,000.00	259,925.30	50%
615 440 334	CTR - Plans & Progr WSDOT	6,140.73	48,061.68	75,000.00	26,938.32	64%
615 445 333	CMAQ Grant	9,872.11	68,454.63	103,750.00	35,295.37	66%
60 66 468	Dept of Health Grant N1557	4,055.68	8,805.06	30,000.00 *	21,194.94	29%
610 333 66 468	Dept of Health Grant N1558	3,541.04	9,747.52	30,000.00 *	20,252.48	32%
700 345 89 003	Homeless PSA	32,070.00	163,685.58	600,000.00	436,314.42	27%
615 100 337.1	Intergov-Scholarship	-	195.00	500.00	305.00	39%
615 5XX 345.8	Intergov Serv-Exec Boards (TA Contr)			72,600.00 *		
	Member TA's 2015	-	1,909.96			
	Grandview TA 2016	204.16	292.49			
	Grandview GMA PSA	768.73	6,304.47			
	Granger TA 2016	135.89	1,334.57			
	Granger GMA PSA	186.34	4,691.10			
	Harrah PSA 2014	-				
	Mabton TA 2016	1,050.79	5,339.06			
	Mabton GMA PSA	219.13	3,449.67			
	Moxee TA 2016	-				
	Naches TA 2016	-				
	Naches GMA PSA	266.41	7,844.65			
	Selah TA 2016	-				
	Selah GMA PSA	374.22	4,095.73			
	Tieton TA 2016	491.99	1,474.92			
	Toppenish TA 2016	599.14	2,019.01			
	Union Gap TA 2016	1,022.01	2,434.88			
	Wapato TA 2016	1,857.85	6,314.31			
	Wapato Parks PSA	-	3,259.11			
	Wapato CDBG Grant PSA	-	1,960.08			
	YC HOME Cons PSA 15-19	-	140.17			
	Yakima Community Foundation	-	27,000.00			
		-				
	Total TA Contracts	7,176.66	79,864.18	72,600.00	-7,264.18	110%
	Total Revenue	119,768.97	805,266.19	1,615,248.00	\$ 332,219.97	50%

* Denotes budget amendment

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2016
Yakima Valley Conference of Governments
EXPENDITURE Budget

58%

GL Code & Description	July	YTD Actual	2016 Budget	Annual \$ Variance	YTD % Variance
Salaries					
10-001 Salaries and Wages	\$ -	\$ 457,991.07	\$ 831,000.00 *	55%	\$ 373,008.93
10-002 Salaries-Overtime	\$ -	\$ -	\$ 8,000.00	0%	\$ 8,000.00
10-003 Salaries-Extra Help	\$ -	\$ -	\$ -	0%	\$ -
Salaries	\$ 64,685.84	\$ 457,991.07	\$ 839,000.00	55%	\$ 381,008.93
Personnel Benefits					
20-002 Benefits-Direct	\$ 21,320.88	\$ 156,668.20	\$ 290,000.00 *	54%	\$ 133,331.80
Personnel Benefits	\$ 21,320.88	\$ 156,668.20	\$ 290,000.00	54%	\$ 133,331.80
Supplies					
31-001 Office & Operating Supplies	\$ 690.49	\$ 17,302.79	\$ 44,000.00	39%	\$ 26,697.21
35-001 Small Tools and Minor Equip	\$ -	\$ 10,642.76	\$ 19,000.00	56%	\$ 8,357.24
35-002 Computer Software	\$ -	\$ -	\$ 8,000.00	0%	\$ 8,000.00
35-090 Small & Attractive Items	\$ -	\$ -	\$ 5,000.00	0%	\$ 5,000.00
Supplies	\$ 690.49	\$ 27,945.55	\$ 76,000.00	37%	\$ 48,054.45
Other Services-Charges					
41-001 Professional Services	\$ 11,354.05	\$ 47,947.95	\$ 99,866.00 *	48%	\$ 51,918.05
41-092 Prof Serv-Tech Services	\$ 1,200.65	\$ 7,203.90	\$ 14,500.00 *	50%	\$ 7,296.10
42-001 Communications-Telephone	\$ 788.02	\$ 5,475.55	\$ 10,800.00	51%	\$ 5,324.45
42-002 Communication-Postage	\$ 3.35	\$ 416.89	\$ 3,500.00	12%	\$ 3,083.11
43-001 Travel	\$ 441.74	\$ 14,338.27	\$ 80,000.00	18%	\$ 65,661.73
44-001 Advertising	\$ 566.81	\$ 3,581.55	\$ 12,000.00	30%	\$ 8,418.45
45-001 Operating Rentals and Leases	\$ 4,771.85	\$ 38,326.04	\$ 97,000.00 *	40%	\$ 58,673.96
6-001 Insurance	\$ -	\$ 5,317.00	\$ 6,100.00	87%	\$ 783.00
47-001 Utility Services	\$ 11.47	\$ 79.73	\$ 250.00 *	32%	\$ 170.27
48-001 Repair and Maintenance	\$ 309.96	\$ 2,612.19	\$ 5,500.00 *	47%	\$ 2,887.81
49-001 Misc. (registrations, dues, subscriptions)	\$ 362.96	\$ 21,522.65	\$ 80,500.00	27%	\$ 58,977.35
Other Services - Charges	\$ 19,810.86	\$ 146,821.72	\$ 410,016.00	36%	\$ 263,194.28
Debt Services-Interest					
81-001 Interest	\$ -	\$ -	\$ 200.00		\$ 200.00
Debt Service - Interest	\$ -	\$ -	\$ 200.00		\$ 200.00
Total Expenditure	\$ 106,508.07	\$ 789,426.54	\$ 1,615,216.00 \$ -	49%	\$ 825,789.46

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(Cash Basis Accounting)	July	August	September	October	November	December	January	February	March	April	May	June	July
Yakima County Treasurer													
Key Bank Custodial Account													
Beginning cash	\$267,987.55	\$332,563.73	\$262,761.99	\$278,127.63	\$278,943.29	\$325,914.50		\$0.00	\$296,112.97	\$385,846.66	\$383,112.48	\$402,667.53	\$348,560.44
Fed Hwy Admin-WSDOT STP				10,144.07	11,434.21	6,328.76			828.89	1,828.00	2,552.49	4,595.23	
FHWA DOT-Metro Plan Grant	81,302.12		57,006.97	23,074.41	19,587.73				47,695.75		0.00	19,971.11	26,416.00
FTA-DOT-Metro Plan Grant									31,069.44	28,550.31	21,359.06		
DOT-RTPO & RTPO Long Range	21,522.41		4,802.47	5,296.24	18,527.51				29,540.83	9,436.69	16,461.72	7,010.52	
CMAQ Plans & Programs	6,616.76	9,559.83	7,495.45		19,863.49	9,454.29			8,343.17	13,905.75	13,905.75		9,872.11
DOT - CTR	9,106.42			12,361.81		6,277.33			6,102.11	5,972.78	6,081.09	3,590.61	6,140.73
Dept Health Grant													7,596.72
Active Communities Grant	83.58												
Intergov Serv-Exec Boards (TA C	4,904.92	8,493.61	42,066.29	35,220.47	72,544.22	76,329.18			78,782.22	51,838.10	55,794.58	6,499.92	39,246.66
Intergov-County/City Share-gen	29,689.00			10,471.50					-1,063.00	10,720.25			30,496.75
Intergov-Local Match WSDOT									-860.00				
Intergov -Local FTA (Yakima Transit)													
Intergov -Scholarship											195.00		
Misc Revenue-copies, posters	24.38				30.46				14.32		18.76	3,000.00	
Associate Membership Fees	50.00	50.00								50.00	50.00	50.00	
Scrap & Junk										22.40			
Non-revenue													
Expense Revenue Netted Back	1,756.99					12,181.98							
Total Receipts	\$155,056.58	\$18,103.44	\$111,391.18	\$96,570.50	\$141,987.62	\$112,571.54			\$200,453.73	\$108,418.53	\$120,008.63	\$58,623.14	\$119,768.97
Available Cash	\$423,044.13	\$350,667.17	\$374,153.17	\$374,698.13	\$420,930.91	\$438,486.04	\$0.00		\$496,566.70	\$494,265.19	\$503,121.11	\$461,290.67	\$468,329.41
Use of Funds													
Salaries	56,908.71	57,255.46	55,705.23	60,792.26	60,993.62	0.00			65,621.22	64,674.51	64,962.08	65,012.35	64,685.84
Personnel Benefits	18,416.00	17,719.09	19,430.49	23,272.46	20,117.30	0.00			21,581.89	21,357.02	21,412.82	21,426.18	21,320.88
Supplies	1,784.89	2,012.65	4,360.39	1,749.95	1,368.34	1,219.24			8,190.63	11,188.21	3,076.00	1,700.59	690.49
Other Services	13,370.80	10,917.98	16,529.43	9,940.17	12,537.15	7,169.38			15,324.63	14,398.24	10,301.21	22,652.13	19,810.86
Custodial Account						280,000.00							
Debt Service - Interest									1.67	-465.27	701.47	1,938.98	
Total Cash Out	90,480.40	87,905.18	96,025.54	95,754.84	95,016.41	288,388.62			110,720.04	111,152.71	100,453.58	112,730.23	106,508.07
Net Cash Flow	\$332,563.73	\$262,761.99	\$278,127.63	\$278,943.29	\$325,914.50	\$150,097.42			\$385,846.66	\$383,112.48	\$402,667.53	\$348,560.44	\$361,821.34

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