

YVCOG EXECUTIVE COMMITTEE  
MEETING MINUTES  
September 17, 2018

- CALL TO ORDER Chair Jim Restucci called the September 17, 2018 meeting of the YVCOG Executive Committee to order at 2:30 p.m.
- ROLL CALL & INTRODUCTIONS
- Members present: Jim Restucci, John Hodkinson, Bill Moore, Mike Leita and Brad Hill
  - Members present via teleconference: none
  - Members absent: Janice Gonzales\*
  - YVCOG staff present: Larry Mattson, Mike Shuttleworth, Crystal Testerman and Jodi Smith,
  - Others present: Joan Davenport and Sara Watkins
  - A quorum was present.

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

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

- Consent Agenda\**
- A. Approval of Minutes: August 20, 2018 YVCOG Executive Committee Meetings
  - B. Approval of Payroll: As of September 14, 2018, approve payroll vouchers SEP-18-001 through AUG-18-006 in the amount of \$91,235.00 through electronic fund transfers.
  - C. Approval of Accounts Payable Vouchers: As of September 17, 2018, approve claim vouchers numbered SEP-18-007 through SEP-18-054 in the total amount of \$281,305.94.
  - D. Approval of application for Associate Membership for Yakima County Development.

***John Hodkinson moved to approve the Consent Agenda. Brad Hill seconded the motion. The motion passed.***

**OLD BUSINESS**

*Executive Committee Amended 5/21/18 Minute\** Larry Mattson discussed clarification of Minutes from the May 21, 2018 meeting of the Executive Committee.  
***Motion to approve the amendment to the May 21, 2018 Minutes made by Bill Moore. Seconded by John Hodkinson. Motion passed.***

**NEW BUSINESS**

*Executive Director's Correspondence* Mr. Mattson presented information on:

- YVCOG technical assistance discussion with the City of Yakima.
- Letter to Councilwoman Kay Funk reiterates in writing information presented at Yakima City Council on 9/11/18.
- "Valley Vision" regional plan invited Steve Maher to General Membership meeting in October.
- 2018 performance review form sent out for Executive Director Larry Mattson. Please reply directly to Chair Jim Restucci.

*Action: Informational.*

*2019 YVCOG Preliminary Budget\** Larry Mattson provided information on the Preliminary Budget as presented to the Executive Committee last month.  
***Motion to approve and forward the 2019 Preliminary Budget to General Membership for Review made by John Hodkinson. Seconded by Bill Moore. Motion passed.***

*YVCOG Revised* Larry Mattson provided information on an update to the YVCOG Procurement Policies.

*Procurement Policies and Procedures\**

Primary changes include protest procedures for RFP/RFQs. Added thresholds for \$50,000 contracts per MRSC.

**Motion to approve the revised YVCOG Procurement Policies and Procedures made by Brad Hill. Seconded by Bill Moore. Motion passed.**

*Homeless Program Sole Source Award\**

Crystal Testerman reported on the Sole Source award of \$50,000 to the City of Yakima.

**Motion to authorize the Chair to sign the contract after signatures, for \$50,000.00 Phase I electrical service installation at the homeless shelter site made by Bill Moore. Seconded by John Hodkinson. Motion passed.**

*Staff Reports\**

Planning Program – Mike Shuttleworth reported on a busy month, including community assistance to Granger rezone and conditional use permit, Hearing Examiner recommendation on rezone and conditional use permit for a horse arena/event facility, preliminary plat. Grandview rezone and preliminary plat. Mabton UGA expansion. Union Gap comprehensive plan amendment and class 2 review. Other projects include South County Solar, Healthy Valley, Healthy Cities in Granger, long range regional plan, small cell project regulations. Training includes the Planning Directors’ Conference.

Homeless Program – Crystal Testerman.

- 2018 Annual Report on Homelessness in Yakima summarizes funding processes, sources, compliance, RFP scoring process and committee membership. Copies available on the YVCOG website and sent to elected, city managers and administrators, homeless providers and the public
- Letter to City of Yakima answering the request for 10 items of information reiterating verbal response given at 9/11/18 City Council meeting sent by Executive Director Larry Mattson.
- Received data quality score from Commerce of 87%. 99% for Annual Report score, 3<sup>rd</sup> highest in the State
- Community engagement includes:
  - Attending the City of Yakima’s HCNB Committee meetings.
  - Youth Homelessness conference with Trudy Inslee where Josh Jackson/Rod’s House awarded 1 of 4 anchor projects aimed at addressing youth homelessness.
  - WFOA conference in Vancouver this week.

*September 19, 2018 General Membership*

Zillah Civic Center. Program – Legislative Update from local representatives.

**OTHER BUSINESS**

**PUBLIC COMMENT** None.

**ADJOURN** With no other business, Jim Restucci adjourned the meeting at 2:58 p.m.

Respectfully submitted,

  
James A. Restucci, YVCOG Executive Committee Chair

10/15/18  
Date signed

ATTEST:

  
Jodi Smith, Office Specialist