

YVCOG EXECUTIVE COMMITTEE
MEETING MINUTES
April 15, 2019

- CALL TO ORDER** Chair Jim Restucci called the April 15, 2019 meeting of the YVCOG Executive Committee to order at 1:55 p.m.
- ROLL CALL & INTRODUCTIONS**
- Members present: John Hodkinson, Bill Moore, Sherry Raymond, Mike Leita
 - Members present via teleconference: Brad Hill
 - Members absent: Janice Gonzales*
 - YVCOG staff present: Larry Mattson, Chris Wickenhagen, Mike Shuttleworth, Esther Magasis and Jodi Smith
 - Others present: None
 - A quorum was present.
- *Indicates notice of absence received prior to meeting.*
- PUBLIC COMMENT POLICY** It is the policy of the Yakima Valley Executive Committee to accept public comment on agenda items at the time the item is being discussed. Public comments regarding items not on the agenda will be heard at the end of the meeting.
- Consent Agenda***
1. Approval of Minutes: March 18, 2019 YVCOG Executive Committee Meeting
 2. Approval of Payroll: As of March 31, 2019, approve payroll voucher MAR-19-001 in the amount of \$93,019.93 through electronic fund transfers.
 3. Approval of Accounts Payable Vouchers: As of March 31, 2019, approve claim vouchers numbered MAR-19-002 through MAR-19-031 in the total amount of \$176,714.07.
 4. Void Warrant number 2509 for \$21,505.00 to ACR Business Consulting on 2/15/19 for incorrect mailing address.
- Action:** *Bill Moore moved to approve the Consent Agenda. John Hodkinson seconded. The motion passed.*
- OLD BUSINESS** Yakima County Printing Office Update – Larry Mattson, Executive Director. More information about assets, income, property and other financials is being gathered. If YVCOG does incorporate this service, it must be mutually beneficial and financially stable.
Action: *Information*
- NEW BUSINESS**
- Executive Director's Correspondence*** Larry Mattson, Executive Director, presented information on:
- Yakima Greenway Board Membership invitation to YVCOG to participate as ex officio Board Member. YVCOG staff will participate.
 - Formal introduction of Esther Magasis, YVCOG Homeless Administrative Manager
- Action:** *Information*
- 2018 Annual Financial Report** Chris Wickenhagen, Deputy Director presented information on the 2018 Annual Financial Report. A Certified Public Accountant is also reviewing the Financial Report.
- Schedule 1 shows where Revenue and Expenses
 - Ending Balance is high because reimbursement has not yet been requested from the City of Yakima for Camp Hope water, sewer hookup. Contracts run July 1 through June 30th. Budget Amendments from 2018 for \$350,000. No reimbursements from January 2019, and very low reimbursement for February. Contracts for City of Yakima are still active. Rolled over committed funds to pay other contracts. Request for report on status of Camp Hope utilities be emailed to Executive Committee.
 - Liabilities for PTO, Pension
 - State Assistance contracts for State Funds
 - Federal funds, none.
 - Cash Basis. Reimbursement for Program Management

- No labor relation consultants
- Amendment for balanced budget
- Final notes to State Auditor

Action: Motion to approve the 2018 Annual Financial Report and for the Deputy Director to submit the 2018 annual report to the Washington State Auditor's Office made by Mike Leita. Seconded by Bill Moore. Motion passes.

Staff Reports*

Budget Report – Chris Wickenhagen, Deputy Director reported revenues and expenses for the month. Revenue of \$294,165.22. Vouchers of \$269,734.00. Error. YTD Revenues of \$735,840.01. YTD Expenditures of \$969,352.61. Leaving a negative balance of -\$233,512.60 balance because we bill after we know exact expenditures. 25% of the way through the year. On track with revenue and expenditures.

Homeless Administrative Program – Esther Magasis, Program Manager reported on starting April 1st and has focused on education, research, webinars, meeting program providers, Commerce and County representatives along with the homeless Coalition.

- Joan Souders is YVCOG's representative on the Yakima Homeless Coalition.
- The application for State funds was submitted on behalf of Yakima County.
- Beginning July 1, Yakima County will be issuing checks. YVCOG's role will be solely administrative, and responsible for advising the Commissioners on anything related to compliance.
- Commerce has updated the Coordinated Entry Guidelines. Yakima County has led the way on guidelines. Meets all but one requirement. Recruiting a formerly homeless person to join the Coordinated Entry meetings, including compensation. YVCOG is working with the County to determine appropriate "compensation".

Land Use Planning Program - Mike Shuttleworth, Program Manager

- Mabton has approved 1 annexation for a medical clinic.
- Mabton denied 1 annexation.
- Granger PC design standards for multifamily, duplexes
- Granger application from Yakima Housing Authority for Phase 2 of farmworker housing.
- Union Gap Park Plan to Outdoor Recreation Board
- UG alley vacate
- UG short plat for a condominium project
- Harrah looking at property for the School District annexation for an elementary school
- Toppenish is looking to YVCOG for possible planning services.
- Gaps and Overlaps update
- Long range planning, solar and other regional projects.

Regional Plan and Other Updates – Larry Mattson, Executive Director. Need to get out to elected officials throughout the valley as done by Esther Magasis earlier this year. YVCOG is positioned to be the technical, stable and responsible partner. To protect the long-term viability of our member Cities. Value Planning, Regional Planning at our Summit. We also have the Regional Plan, as presented by Mike Shuttleworth.

- Lending institutions are looking for collaboration components. e.g. Mental Health and Community Development by the Federal Reserve Bank. SYNC project Value Planning. National League of Cities. Regional Plan is not a Comp Plan. E.g. Granger low income housing is tax exempt cannot support the schools.
- Collaborative Innovation: an approach, a process, tools and methods, directions
- Finding the Funding
- Shared intent, a process

Action: Information

2019 Regional Summit

Larry Mattson gave an update.

2019 General
Membership
Meetings

Larry Mattson, Executive Director.

- May 15th: Union Gap hosting at City Hall. Program: Ryan Oelrich, Executive Director of Priority Spokane.

Action: Information

OTHER BUSINESS None

**PUBLIC
COMMENT**

ADJOURN With no other business, Jim Restucci adjourned the meeting at 3:01 p.m.

Respectfully submitted,



James A. Restucci, YVCOG Executive Committee Chair

5/20/19

Date signed

ATTEST:



Jodi Smith, Communications Specialist