

YVCOG EXECUTIVE COMMITTEE  
MEETING MINUTES  
August 19, 2019

**CALL TO ORDER** Vice Chair John Hodkinson called the August 19, 2019 meeting of the YVCOG Executive Committee to order at 1:45 p.m.

**ROLL CALL & INTRODUCTIONS**

- Members present: John Hodkinson, Bill Moore, Sherry Raymond, Janice Gonzales
- Members present via teleconference: Brad Hill
- Members absent: Jim Restucci\*, Mike Leita
- YVCOG staff present: Chris Wickenhagen, Mike Shuttleworth 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: July 15, 2019 YVCOG Executive Committee Meeting
2. Approval of Payroll: As of July 31, 2019, approve payroll voucher JUL-19-001 in the amount of \$77,043.65 through electronic fund transfers.
3. Approval of Accounts Payable Vouchers: As of July 31, 2019, approve claim vouchers numbered JUL-19-002 through JUL-19-025 in the total amount of \$235,143.22.

**Action:** *Janice Gonzales moved to approve the Consent Agenda. Brad Hill seconded. The motion carried.*

**OLD BUSINESS**  
*2019 Accountability Audit*

Chris Wickenhagen reported that the 2019 State Audit had no Findings. The Exit Interview was delayed due to vacations. The cost of the Audit was approximately \$10,000.

**Action:** *Information*

**NEW BUSINESS**  
*Executive Director's Correspondence*

Chris Wickenhagen asked the Executive Committee for commentaries on the following:

- Regional Summit 2020
  - Questions include: Should we proceed in 2020? Are we inviting the right people? Should Senior Staff be separate from Electeds?
  - Comments include: 1 day without hotel and social event may be more cost-effective. Economic Development and John Dickson sessions were most compelling. Senior Staff should attend. Visioning sessions more appropriate for Electeds. Barriers include cost and not all cities attend.
- Jurassic Parliament training
  - Summary comments: recommendation that this was the best training for City Council and public meetings. Include Planning Commissions, Board of Adjustments as well as elected officials. Training should happen as soon as possible after November 2019 elections.

**Action:** *Information*

**2020 YVCOG Budget Development\***

Chris Wickenhagen presented the draft 2020 Budget. The Budget Subcommittee met on August 9th. John Hodkinson and Sherry Raymond attended. Brad Hill was unable to be present. The Draft Budget has proposed that Member Dues remain at the same level. Dues increases are based on population increases and an increase in non-federal matching funds. Budget Expenditures have decreased due to the transfer of the Homeless Program. Questions included Yakama Nation participation? Tribes pay dues to other COGS but can participate on the Policy

Board and not pay Member Dues. We are communicating with the Nation and continue to work with them on planning. The Draft Budget will be on the September Executive Committee Agenda for recommendation to submit to the General Membership for approval.

**Action: Information**

*Appoint 2019 Auditing Officer and Alternate Auditing Officer\**

Chris Wickenhagen asked the Executive Committee to appoint the 2019 Auditing Officer and Alternate Auditing Officer for YVCOG.

**Action: Motion to Approve and authorize Chair to sign Resolution 2019-1 appointing Chris Wickenhagen as 2019 auditing & investing officer and Tamara Hayward as alternate auditing and investing officer made by Bill Moore. Seconded by Janice Gonzales. Motion carried.**

*Appoint Official Federal Reimbursement Certification and Signature Office\**

Chris Wickenhagen presented information on the Federal Reimbursement Certification and Signature Officer, as required for federal reimbursements.

**Action: Motion to approve and authorize Chair to sign Resolution 2019-2 authorizing Christina Wickenhagen to legally bind YVCOG for the sole purpose of requesting federal reimbursements and Tamara Hayward as an alternate, made by Janice Gonzales and seconded by Bill Moore. The motion carried.**

*Appoint WCIA Full Board Delegate and Alternate Delegate\**

Chris Wickenhagen presented information on the WCIA Delegate and Alternate.

**Action: Motion to approve and authorize Chair to sign Chris Wickenhagen as YVCOG's Delegate and Tamara Hayward as Alternate Delegate to WCIA Full Board, made by Sherry Raymond. Seconded by Janice Gonzales. Motion carried.**

*Staff Reports\**

**Budget Report** – Chris Wickenhagen reported.

Revenues of \$367,487.12. Expenditures of \$312,186.87. Revenue balance of -\$229,059.08.

**Land Use Planning Program** - Mike Shuttleworth reported.

- Sunnyside: Does not currently employ a Planner. Working on a SEPA for the Port, and on the review panel for hiring a Planner.
- Granger: Proposed subdivision hearing, Conditional Cuse Permit, sit plan revision, design standards for multi-family housing, gravel parking lots, short plat conditions for Yakima Housing Authority project.
- Toppenish: variance application, business licenses, working with their staff to assist in customer questions.
- Union Gap: several SEPA applications, Comprehensive Plan amendments, meeting with Applicants.
- Harrah: Updating Comp Plan for additional to the Urban Growth Area for proposed school, annexation process and Conditional Use Permit for school, developing application packet for Yakima County Boundary Review Board.
- Mabton: possible mobile home park
- Tieton: Zoning Map and possible rezone application
- Solar workshops with City of Yakima on August 15<sup>th</sup> at the Harman Center had approximately 25 attendees. September 25<sup>th</sup> in Spanish at the Henry Beauchamp Community Center and October 24<sup>th</sup> at the First Street Conference Room

**Action: Information**

*General Membership Meetings*

Jodi Smith presented information.

- September 18<sup>th</sup> meeting will be held at the Grandview Community Center. Senators Warnick, King and Honeyford along with Representatives Corry, Dufault and Dent are attending. Staff representatives from Senator Murray and Representative Newhouse will also attend.
- October 16<sup>th</sup> meeting in Selah at Nana Kate's. Speaker will be Lisa McLean from the Office of Financial Management on the 2020 Census. We have also invited Yakama/Yakima Census group to attend.

**OTHER BUSINESS**     None.

**PUBLIC COMMENT**   None

**ADJOURN**             With no other business, John Hodkinson adjourned the meeting at 2:40 p.m.

Respectfully submitted,

  
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James A. Restucci, YVCOG Executive Committee Chair

9/16/19  
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Date signed

ATTEST:

  
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Jodi Smith, Communications Specialist