



## YVCOG EXECUTIVE COMMITTEE AGENDA

**Monday, October 21, 2019**  
**1:30 p.m.**

The 300 Building  
311 North 4<sup>th</sup> St, Suite 204, Yakima

### YVCOG EXECUTIVE COMMITTEE MEMBERS:

Jim Restucci, Chair, City of Sunnyside  
Janice Gonzales, Council Member, City of Zillah  
Mike Leita, Commissioner, Yakima County  
Sherry Raymond, Member-at-Large, City of Selah

John Hodkinson, Vice-Chair, City of Union Gap  
Brad Hill, Council Member, City of Yakima  
Bill Moore, Council Member, City of Grandview

**CALL TO ORDER** – The October 21, 2019 meeting of the YVCOG Executive Committee will come to order at \_\_\_\_ p.m.

### INTRODUCTIONS / ROLL CALL

**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*

### CONSENT AGENDA

*James Restucci, YVCOG Executive Committee Chair*

***“The items listed below may be acted upon by a single motion and second of the Executive Committee. By the simple request to the Chair, any Executive Committee Member may remove items from the Consent Agenda for separate consideration after the adoption of the remainder of the Consent Agenda items.”***

1. Approval of Minutes: September 16, 2019 YVCOG Executive Committee Meeting pp. 3-4
2. Approval of Payroll: As of September 30, 2019, approve payroll voucher SEP-19-001 in the amount of \$50,136.77 through electronic fund transfers. p. 5
3. Approval of Accounts Payable Vouchers: As of September 30, 2019, approve claim vouchers numbered SEP-19-002 through SEP-19-025 in the total amount of \$18,578.77. pp. 5-6

**Action:** *Discuss and approve*

**Motion:** *“I move to approve the Consent Agenda.”*

### OLD BUSINESS

1. None

### NEW BUSINESS

1. Executive Director's Correspondence  
*Chris Wickenhagen, Executive Director*
  - Kresge Grant
  - Upcoming Conferences
  - Jurassic Parliament - *table***Action:** *Information*

2. YVCOG Proposed Policies

*Chris Wickenhagen, Executive Director*

- POL-403: Policy regarding Cost of Living Adjustment *p. 7*  
*Action: Discuss and approve*  
*Motion: "I move to approve POL-403 regarding the cost of living adjustment."*
- POL-115: Policy regarding Administering or Monitoring Grants, Funds or Programs *p. 8*  
*Action: Discuss and approve*  
*Motion: "I move to approve POL-115 regarding administering or monitoring grants, funds or programs."*

3. Staff Reports

- Budget Report – *Chris Wickenhagen, Executive Director pp. 9-12*
- Land Use Planning Program – *Mike Shuttleworth, Program Manager*
- Closing Report for Homeless Program - *Chris Wickenhagen, Executive Director*

*Action: Information*

4. YVCOG General Membership Meeting

*Jodi Smith, Communications Specialist*

- December 11, 2019: hosted by City of Yakima. Oxford Suites, Yakima. Menu will be prime rib. \$25/meal. Program will be highlights of 2019 and looking ahead to 2020 from YVCOG and member jurisdictions.
- February 19, 2020: Toppenish. Program/Speaker suggestions?
- March 18, 2020: *host needed*
- May 20, 2020: *host needed*

*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  
September 16, 2019

- CALL TO ORDER** Vice Chair John Hodkinson called the September 16, 2019 meeting of the YVCOG Executive Committee to order at 2:29 p.m.
- ROLL CALL & INTRODUCTIONS**
- Members present: John Hodkinson, Bill Moore, Mike Leita
  - Members present via teleconference: Brad Hill and Janice Gonzales
  - Members excused absent: Jim Restucci\*, Sherry Raymond \*
  - 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: August 19, 2019 YVCOG Executive Committee Meeting
  2. Approval of Payroll: As of August 31, 2019, approve payroll voucher AUG-19-001 in the amount of \$49,199.01 through electronic fund transfers.
  3. Approval of Accounts Payable Vouchers: As of August 31, 2019, approve claim vouchers numbered AUG-19-002 through AUG-19-020 in the total amount of \$58,114.04.
- Action:** *Mike Leita moved to approve the Consent Agenda. Bill Moore seconded. The motion carried.*
- OLD BUSINESS**  
**YVCOG 2020 Preliminary Budget\***
- Chris Wickenhagen –Presented the preliminary budget the subcommittee recommended to the Executive Committee requesting approval to forward to the General Membership for approval.  
**Action:** *Bill Moore moved to approve and forward the 2020 Preliminary Budget to General Membership for review and approval in October. Mike Leita seconded. Motion carried.*
- NEW BUSINESS**  
**Executive Director's Correspondence\***
- Chris Wickenhagen reported on several items:
- Accountability Audit Report – for 2016-2018. This was a “clean” audit that responded to 5 different citizen complaints. Nothing unallowable was found. YVCOG shared the information with Yakima County to modify contracts for scope of work as well as monetary amounts.
  - Met with Kathleen Davis, WSDOT: One issue that was discussed is all communities do Value Planning. Future funding will require value planning as part of their funding process. YVCOG can offer value planning training to our members.
  - Jurassic Parliament, December 18<sup>th</sup>. Training for new or existing council members, planning commissions, etc., offered by Ann Macfarlane.
  - Regional Summit – Skip the summit in 2020. We will focus on presenting topics during our General Membership meetings. More trainings may be offered.
- Action:** *Information*
- Staff Reports\***
- Budget Report** – Chris Wickenhagen reported.  
Revenues of \$26,866.10. Expenditures of \$64,771.05. Revenue balance of -\$245,459.03  
Homeless expenses and revenue reporting are almost complete.

**Land Use Planning Program - Mike Shuttleworth reported on Planning activities for Grandview, Sunnyside, Granger, Toppenish, Harrah and Union Gap**

**Action: Information**

**General Membership Meetings**

Jodi Smith presented information.

- September 18<sup>th</sup> meeting will be held at the Grandview Community Center. Senators King and Honeyford along with Representatives Chandler, 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.
- Suggested City of Yakima host the December 11<sup>th</sup> meeting at Harman Center inviting newly elected from all jurisdictions.
- Looking for hosts for 2020.

**OTHER BUSINESS** None.

**PUBLIC COMMENT** None

**ADJOURN** With no other business, John Hodkinson adjourned the meeting at 2:47 p.m.

Respectfully submitted,

\_\_\_\_\_  
James A. Restucci, YVCOG Executive Committee Chair

\_\_\_\_\_  
Date signed

ATTEST:

\_\_\_\_\_  
Jodi Smith, Communications Specialist

**VOUCHER REGISTER AND APPROVAL**

We the undersigned representatives of the Yakima Valley Conference of Governments; Yakima County Washington; do hereby certify the merchandise or services hereinafter specified have been paid, in the total amount of \$68,715.54, and approved this 21st day of October, 2019.

Mike Leita - Yakima Count                      Bradley Hill - Yakima                      James A. Restucci - Sunnyside                      John P. Hodkinson, Jr. - Area 1

Janice Gonzales - Area 2                      Bill Moore - Area 3                      Sherry Raymond - Member-at-Large

VOUCHER #	PAYEE	PURCHASE	AMOUNT	WARRANT #
<b>Jul-19</b>				
SEP-19-001	YVCOG	Payroll; September 2019	\$50,136.77	ACH
SEP-19-002	Key Bank	Monthly Banking Services; September 2019	\$44.55	ACH
SEP-19-003	Alliant Communications, Corp	Phone System - Voice Partner Plan	\$172.04	2733
SEP-19-004	Allstream Business US, Inc.	DSL/Phone Services	\$869.45	2734
SEP-19-005	Christina Wickenhagen	Travel and Registration reimbursement	\$10.44	2735
SEP-19-006	LiftForward Inc	Surface Pro Computer Leases	\$350.01	2736
SEP-19-007	Printing Department	Printing Supplies and Services	\$80.07	2737
SEP-19-008	Sunnyside Sun Media LLC	Legal Notice - 2020-2023 M/RTIP Call for Public Comments - English/Spanish	\$100.75	2738
SEP-19-009	Xerox Corporation	Copier Lease and Maintenance	\$373.55	2739
SEP-19-010	Yakima County Tech Services		\$1,817.26	2740
SEP-19-011	Yakima Herald Republic / El Sol	Legal Notices - English/Spanish	\$857.63	2741
SEP-19-012	Yakima Waste Systems, Inc	Acct No. 2195-1056349 - Recycling Services	\$15.27	2742
SEP-19-013	Advanced Travel Fund YVCOG	M. Shuttleworth - Transportation and Community Summit - Portland, OR - 9/18-9/20/2019	\$595.58	2743
SEP-19-014	Alan Adolf	Travel and Registration reimbursement	\$130.20	2744
SEP-19-015	Centerpoint Language Services	Professional Interpreting Services	\$780.16	2745
SEP-19-016	Christina Wickenhagen	Travel and Registration reimbursement	\$327.82	2746
SEP-19-017	Graf Investments	Office Space Rental & Building Expense; OCT	\$6,893.51	2747
SEP-19-018	Jodi Smith	Travel and Registration reimbursement	\$112.39	2748
SEP-19-019	Meyer, Fluegge, & Tenney, Inc., PS	Professional Legal Services	\$96.00	2749
SEP-19-020	Michael Shuttleworth	Travel and Registration reimbursement	\$215.58	2750
SEP-19-021	Office Depot Inc	Miscellaneous Office Supplies	\$124.86	2751
SEP-19-022	State of Washington State Auditor's Office	2016-2018 Performance Audit	\$855.11	2752
SEP-19-023	Tamara Hayward	Travel and Registration reimbursement	\$81.70	2753
SEP-19-024	US Bank Corporate Payment Systems	P-card payment - SEP	\$3,349.84	2754
SEP-19-025	Vision Municipal Solutions, LLC	VisionFest 2019 conference registration - T. Hayward - Leavenworth, WA - 10/9-10/11/2019	\$325.00	2755
<b>GRAND TOTAL</b>			<b>\$68,715.54</b>	

**INVOICE REGISTER AND APPROVAL**

I certify under penalty of perjury under the laws of the State of Washington that the materials have been furnished, the services rendered or the labor performed as described herein, and that I am authorized to authenticate and certify said claims in the amount of \$68,715.54.

Auditing Officer

	<b>VENDOR</b>	<b>INVOICE #</b>	<b>AMOUNT</b>	<b>WARRANT #</b>
	<b>September 2019</b>			
1	YVCOG - Payroll; September	SEP-19-001	\$50,136.77	ACH
2	Key Bank - Bank Service Fees; September	SEP-19-002	\$44.55	ACH
3	Alliant Communications, Corp	SEP-19-003	\$172.04	2733
4	Allstream Business US, Inc.	SEP-19-004	\$869.45	2734
5	Christina Wickenhagen; Travel and Registration reimbursement; August	SEP-19-005	\$10.44	2735
6	LiftForward Inc - Microsoft Surface Pro computer leases	SEP-19-006	\$350.01	2736
7	Printing Department - printing supplies and services	SEP-19-007	\$80.07	2737
8	Sunnyside Sun Media LLC - 2020-2023 M/RTIP legal notice - Call for Public Comment - English/Spanish	SEP-19-008	\$100.75	2738
9	Xerox Corporation - copier lease and maintenance	SEP-19-009	\$373.55	2739
10	Yakima County Tech Services	SEP-19-010	\$1,817.26	2740
11	Yakima Herald Republic / El Sol - Legal Notices - English/Spanish	SEP-19-011	\$857.63	2741
12	Yakima Waste Systems, Inc.	SEP-19-012	\$15.27	2742
13	Advanced Travel Fund YVCOG - M. Shuttleworth - Transportation and Community Summit - Portland, OR -9/18-9/10/19	SEP-19-013	\$595.58	2743
14	Alan Adolf - Travel & registration reimbursement; September	SEP-19-014	\$130.20	2744
15	Centerpoint Language Services - interpreting English/Spanish	SEP-19-015	\$780.16	2745
16	Christina Wickenhagen - Travel and Registration reimbursement September	SEP-19-016	\$327.82	2746
17	Graf Investments - Buidling Expense; October	SEP-19-017	\$2,329.12	2747
18	Graf Investments - Office Space Rental; October	SEP-19-017	\$4,564.39	2748
19	Jodi Smith - Travel and registration reimbursement; September	SEP-19-018	\$112.39	2749
20	Meyer, Fluegge, & Tenney - Professional legal services	SEP-19-019	\$96.00	2750
21	Michael Shuttleworth - Travel and registration reimbursement; September	SEP-19-020	\$215.58	2751
22	Office Depot - miscellaneous office supplies	SEP-19-021	\$124.86	2752
23	State of Washington State Auditor's Office - 2016-2018 Performance Audit	SEP-19-022	\$855.11	2753
24	Tamara Hayward - Travel and registration reimbursement; September	SEP-19-023	\$81.70	2754
25	US Bank Corporate Payment Systems - P-card reimbursement; September	SEP-19-024	\$3,349.84	2755
26	Vision Municipal Solutions - VisionFest 2019 registration - T. Hayward - Leavenworth, WA - 10/9-10/11/2019	SEP-19-025	\$325.00	2756
	<b>August 2019 GRAND TOTAL</b>		<b>\$68,715.54</b>	



Effective Date:

# POLICY

See Also:

Approved by: Executive Committee

## **POL -403 Cost of Living Adjustment**

This policy applies to all staff cost of living adjustments (COLA) each year

**COLA's for YVCOG Staff will be determined by averaging member's COLA's for the subsequent year**

**YVCOG Executive Director is responsible for collecting COLA data from members**

**YVCOG Executive Director will present an updated salary matrix to the Executive Committee**

**YVCOG Executive Committee is responsible to approve the updated salary matrix before implemented**



Effective Date:

# POLICY

See Also:

Approved by: Executive Committee

## **POL -115 Administering or Monitoring Awarded Grants, Funds or Programs**

This policy applies to all awarded funds or programs administered or monitored by YVCOG

**YVCOG is to be reimbursed for activities performed**

**YVCOG needs to cover direct and indirect costs to administer or monitor awarded funds or programs**

**YVCOG is responsible for a regional focus for funding passed through to members**

**YVCOG is responsible for federal, state, and local grants and funding compliance**

**YVCOG will use a percentage of the total award or funds passed through to members**

- Except when the award limits the administrative percentage
- Except when the award does not allow planning or administrative activities as a reimbursable expense

**The Program Manager is responsible to identify awards or funds to be utilized by YVCOG**

**The Executive Director will determine the percentage required by YVCOG for each award or funding amount necessary to cover costs by YVCOG**



**YVCOG Executive Committee Meeting September 16, 2019**  
**BUDGET REPORT**  
**Aug-19**

Prepared By Christina Wickenhagen, Executive Director

<b>REVENUES RECEIVED:</b>		<b>2018</b>	<b>2019</b>
January		\$ 804,908.24	\$ 310,139.21
February		\$ 168,643.34	\$ 131,535.58
March		\$ 215,224.77	\$ 294,165.22
April		\$ 549,587.75	\$ 162,916.85
May		\$ 296,490.49	\$ 403,207.93
June		\$ 495,068.52	\$ 388,202.35
July		\$ 210,101.34	\$ 367,487.12
August		\$ 196,495.71	\$ 26,866.10
September		\$ 361,289.63	\$ 6,048.55
October		\$ 609,828.36	\$ -
November		\$ 91,476.53	\$ -
December		\$ 355,732.39	\$ -
<b>Monthly Revenue</b>			\$ 6,048.55
<b>Total Revenue YTD</b>		\$ 4,354,847.07	\$ 2,090,568.91
<b>EXPENDITURES:</b>			
<b>Salaries</b>	January	\$ 63,578.97	\$ 69,459.42
	February	\$ 64,026.97	\$ 69,459.42
	March	\$ 64,026.97	\$ 70,123.82
	April	\$ 64,026.97	\$ 63,785.42
	May	\$ 64,359.97	\$ 63,785.42
	June	\$ 64,359.97	\$ 64,026.93
	July	\$ 65,812.97	\$ 59,873.31
	August	\$ 66,036.97	\$ 36,468.58
	September	\$ 66,834.90	\$ 37,245.87
	October	\$ 62,833.75	\$ -
	November	\$ 62,833.75	\$ -
	December	\$ 65,640.82	\$ -
<b>Total Current Salaries</b>			\$ 37,245.87
<b>Total Salaries YTD</b>		\$ 774,372.98	\$ 534,228.19
<b>Vouchers</b>	January	\$ 352,453.50	\$ 328,232.62
	February	\$ 261,837.78	\$ 232,467.15
	March	\$ 268,900.96	\$ 199,610.18
	April	\$ 371,713.11	\$ 337,210.15
	May	\$ 260,113.70	\$ 132,815.81
	June	\$ 268,426.73	\$ 322,045.13
	July	\$ 216,499.00	\$ 252,313.56
	August	\$ 235,299.83	\$ 28,302.47
	September	\$ 289,074.34	\$ 31,469.67
	October	\$ 272,222.66	\$ -
	November	\$ 263,806.49	\$ -
	December	\$ 203,284.40	\$ -
<b>Monthly Vouchers</b>			\$ 31,469.67
<b>Total Vouchers YTD</b>		\$ 3,263,632.50	\$ 1,864,466.74
<b>TOTAL MONTHLY EXPENDITURES</b>		\$ -	\$ 68,715.54
<b>TOTAL EXPENDITURES YTD</b>		\$4,038,005.48	\$2,398,694.93
<b>Revenue Balance</b>		\$316,841.59	-\$308,126.02

2019  
Yakima Valley Conference of Governments  
Revenue Budget

75%

Grants/Contracts	September	YTD Actual Revenue	2019 Budget	Year-to-Date \$ Variance	Year-to-Date % Variance
<b>Beginning Fund Bal-Designated **</b>			205,000 **		
<b>Administration</b>					
Admin-Gen'l Assessment	-	109,567.50	123,433	13,865.50	89%
Admin-Misc Revenue (copies, posters)	-	794.87	300	-494.87	265%
Admin-Assoc Membership Fees	500.00	2,000.00	2,000	0.00	100%
Admin-Gen'l Ala Carte	-	9,572.00	140,000	130,428.00	7%
Other Income (Rebates)	195.24	1,795.23	200	-1,595.23	898%
Community Services	-	476.77	6,000	5,523.23	8%
Sale of Scrap & Junk	-	-	400	400.00	0%
<b>Total Administration</b>	<b>695.24</b>	<b>124,206.37</b>	<b>272,333</b>	<b>148,126.63</b>	<b>46%</b>
Intergov-Local Match WSDOT	-	1,434.70	44,757	43,322.30	3%
Intergov -Local Transit	-	40,498.50	6,000	-34,498.50	675%
Intergov -Local Transit	-	6,000.00	6,000	0.00	100%
<b>Total Intergov-Local</b>	<b>-</b>	<b>47,933.20</b>	<b>50,757</b>	<b>8,823.80</b>	<b>94%</b>
CTR - Plans & Progr WSDOT	-	47,430.60	75,000	27,569.40	63%
CMAQ Grant	4,367.53	54,211.55	103,750	49,538.45	52%
Human Services Transp Plan	57.72	3,129.09	10,000	6,870.91	31%
FHWA-DOT-Metro Plan (PL)	-	58,846.36	350,000	291,153.64	17%
FTA-DOT-Metro Plan Grant	-	69,999.78	70,000	0.22	100%
RTPO-WSDOT	-	116,091.98	121,996	5,904.02	95%
<b>Total TRANSPORTATION</b>	<b>4,425.25</b>	<b>349,709.38</b>	<b>730,746</b>	<b>381,036.64</b>	<b>48%</b>
Homeless Local Fees	-	587,142.67	1,050,000	462,857.33	56%
CHG State Grant	-	620,946.28	940,000	319,053.72	66%
TANF State Grant	-	29,517.65	70,000	40,482.35	42%
HEN State Grant	-	276,106.53	765,000	488,893.47	36%
<b>Total HOMELESS</b>	<b>-</b>	<b>1,513,713.13</b>	<b>2,825,000</b>	<b>1,311,286.87</b>	<b>54%</b>
Intergov-Scholarship	-	-	500	500.00	0%
<b>Member TA's 2018</b>					
Grandview	64.14	2,602.88	7,500.00	4,897.12	35%
Granger	863.92	7,092.76	8,000.00	907.24	89%
Harrah	-	857.00			
Mabton	-	4,782.13	5,000.00	217.87	96%
Moxee	-	-			
Naches	-	-			
Selah	-	-	5,000.00	5,000.00	0%
Sunnyside	-	1,108.65			
Tieton	-	-			
Toppenish	-	1,651.03			
Union Gap	-	18,578.51	20,000.00	1,421.49	93%
Wapato	-	-			
Zillah	-	-			
Yakima	-	991.78			
Sparks NW -	-	6,000.00	8,000.00	2,000.00	75%
Sparks NW - City of Yakima	-	3,000.00			
<b>Intergov Serv-Exec Boards (TA Contr)</b>	<b>928.06</b>	<b>55,006.85</b>	<b>114,000</b>	<b>58,993.15</b>	<b>48%</b>
<b>Total Revenue</b>	<b>6,048.55</b>	<b>2,090,568.91</b>	<b>3,993,336</b>	<b>1,902,767.09</b>	<b>52%</b>

2019  
Yakima Valley Conference of Governments  
EXPENDITURE Budget

75%

	September	YTD Actual	2019 Budget	Annual \$ Variance	YTD % Variance
<b>Salaries</b>					
Salaries and Wages	\$ 37,245.87	\$ 534,228.19	\$ 880,700	61%	\$ 346,471.81
Salaries-Overtime	\$ -	\$ -	\$ 6,000	0%	\$ 6,000.00
<b>Total Salaries and Wages</b>	<b>\$ 37,245.87</b>	<b>\$ 534,228.19</b>	<b>\$ 886,700</b>	<b>60%</b>	<b>\$ 352,471.81</b>
<b>Personnel Benefits</b>					
Benefits-Direct	\$ 12,890.90	\$ 175,099.36	\$ 323,100	54%	\$ 148,000.64
<b>Total Benefits</b>	<b>\$ 12,890.90</b>	<b>\$ 175,099.36</b>	<b>\$ 323,100</b>	<b>54%</b>	<b>\$ 148,000.64</b>
<b>Supplies</b>					
Office & Operating Supplies	\$ 278.41	\$ 5,155.06	\$ 25,000	21%	\$ 19,844.94
Small Tools and Minor Equip	\$ 350.01	\$ 6,666.58	\$ 17,000	39%	\$ 10,333.42
<b>Total Supplies</b>	<b>\$ 628.42</b>	<b>\$ 11,821.64</b>	<b>\$ 42,000</b>	<b>28%</b>	<b>\$ 30,178.36</b>
<b>Other Services-Charges</b>					
Professional Services	\$ 4,060.39	\$ 51,635.15	\$ 90,000	57%	\$ 38,364.85
Prof Serv-Tech Services	\$ 1,817.26	\$ 9,231.25	\$ 16,800	55%	\$ 7,568.75
Community Services	\$ -	\$ -	\$ 500	0%	\$ 500.00
Communications-Telephone	\$ 1,683.98	\$ 10,409.86	\$ 13,000	80%	\$ 2,590.14
Communication-Postage	\$ -	\$ 165.39	\$ 500	33%	\$ 334.61
Travel	\$ 1,309.45	\$ 11,867.40	\$ 64,000	19%	\$ 52,132.60
Advertising	\$ 958.38	\$ 5,424.19	\$ 15,000	36%	\$ 9,575.81
Operating Rentals and Leases	\$ 4,830.34	\$ 47,019.64	\$ 160,000	29%	\$ 112,980.36
Insurance	\$ -	\$ 9,990.00	\$ 10,700	93%	\$ 710.00
Utility Services	\$ 15.27	\$ 127.04	\$ 275	46%	\$ 147.96
Repair and Maintenance/Copies	\$ 107.60	\$ 1,704.20	\$ 5,500	31%	\$ 3,795.80
Homeless Provider Contracts	\$ -	\$ 1,492,419.96	\$ 2,280,000	65%	\$ 787,580.04
Misc. (registrations, dues, subscriptions)	\$ 3,167.68	\$ 37,551.67	\$ 85,061	44%	\$ 47,509.33
<b>Total Services</b>	<b>\$ 17,950.35</b>	<b>\$ 1,677,545.75</b>	<b>\$ 2,741,336</b>	<b>61%</b>	<b>\$ 1,063,790.25</b>
<b>Debt Services-Interest</b>					
Interest	\$ -	\$ -	\$ 200		\$ 200.00
	\$ -	\$ -	\$ 200		\$ 200.00
<b>Total Expenditures</b>	<b>\$ 68,715.54</b>	<b>\$ 2,398,694.94</b>	<b>\$ 3,993,336</b>	<b>60%</b>	<b>\$ 1,594,641.06</b>

P.11

2018-19 Cash Flow Statement  
Yakima Valley Conference of Governments

September 2019

(Cash Basis Accounting) For the Mo Ended:

	September	October	November	December	January	February	March	April	May	June	July	August	September
Beginning cash	\$612,031.16	\$637,456.36	\$912,228.31	\$677,064.80	\$763,871.77	\$676,318.94	\$505,927.85	\$530,359.17	\$270,775.45	\$477,382.15	\$479,512.44	\$534,812.69	\$496,907.74
CTR - Grant	11,800.00		5,000.00	6,600.00	13,200.00		6,600.00	6,600.00		18,200.00	2,830.60		
CMAQ Plans & Programs	7,443.54	4,501.31	7,412.51		10,212.37		2,811.47			11,260.70	18,957.44	6,602.04	4,367.53
Human Svs Trasp Plan Grant	3,302.88		351.74	933.98	1,021.45		159.45		1,019.91	870.56			
FHWA DOT-Metro Plan Grant	23,062.66		50,206.21	28,549.33						29,765.33	12,323.97	16,757.06	57.72
FTA-DOT-Metro Plan Grant							6,424.36	16,136.25	24,486.34	-1,890.66	13,005.49	11,828.00	
DOT-RTPO & RTPO Long Range	11,428.60		21,914.10		29,339.74		29,707.94	18,654.63	10,615.46	-6,195.49	9,760.91	24,148.78	
Homeless 2163 Local Fees	116,900.00	408,510.00					130,946.24	0.00	288,353.69	101,623.88	87,489.86		
STATE FUNDS - Homeless Grant	184,110.81	176,745.46		315,044.58	112,987.47	117,613.07	103,508.70	92,764.79	73,532.53	228,157.60	198,008.30		
Traffic Counts											1,434.70		
Intergov-Ala Carte			1,225.00				2,000.00	0.00	5,200.00	1,800.00			
Technical Assistance Members	2,543.14	5,047.59	5,067.50	4,604.50	5,232.51	3,203.76	11,283.32	14,665.18	3,933.83	3,933.83	6,799.98	9,572.21	928.06
Intergov-County/City Share-gen assess		12,376.00			101,305.50	5,589.00		14,096.00			15,219.00	-42,542.00	
Intergov-Local Match WSDOT		888.00			29,238.50	5,007.00					902.00		
Intergov-Local FTA (Yakima Transit)					6,000.00								
YV Community Foundation Grant													
Misc Revenue-copies, posters	900.00	1,750.00	138.15		1,601.67	142.75	225.74	0.00		106.60	794.87	500.00	195.24
Associate Membership Fees							500.00	0.00		500.00			500.00
Scrap & Junk													
Scholarship			161.32										
Expense Revenue Netted Back													
<b>Total Receipts</b>	<b>\$361,289.63</b>	<b>\$609,828.36</b>	<b>\$91,476.53</b>	<b>\$355,732.39</b>	<b>\$310,139.21</b>	<b>\$131,535.58</b>	<b>\$294,165.22</b>	<b>\$162,916.85</b>	<b>\$403,207.93</b>	<b>\$388,202.35</b>	<b>\$367,487.12</b>	<b>\$26,866.10</b>	<b>\$6,048.55</b>
<b>Available Cash</b>	<b>\$973,320.79</b>	<b>\$1,247,284.72</b>	<b>\$1,003,704.84</b>	<b>\$1,032,796.99</b>	<b>\$1,074,010.96</b>	<b>\$807,854.52</b>	<b>\$800,063.17</b>	<b>\$693,276.02</b>	<b>\$673,983.38</b>	<b>\$865,584.50</b>	<b>\$846,999.56</b>	<b>\$561,678.79</b>	<b>\$502,956.29</b>
<b>Use of Funds</b>													
Salaries	66,894.90	62,833.75	62,833.75	65,640.82	69,459.42	69,459.42	70,123.82	63,785.42	63,785.42	64,026.93	59,873.31	36,468.58	37,245.87
Personnel Benefits	22,528.33	21,672.79	21,633.18	23,101.46	23,661.40	23,600.46	22,896.11	21,557.18	21,558.49	19,034.05	17,170.34	12,730.43	12,890.90
Supplies	808.67	3,012.29	1,538.44	3,200.12	1,010.79	955.66	1,084.35	5,013.34	1,285.49	749.04	651.47	379.85	628.42
Other Services	245,692.53	247,537.58	240,634.87	176,982.82	303,560.43	207,911.03	175,629.72	332,144.63	109,971.83	302,262.04	234,491.75	15,192.19	17,950.35
Total Cash Out	335,864.43	335,056.41	326,640.24	289,925.22	397,692.04	301,926.57	269,734.00	422,500.57	196,801.23	386,072.06	312,186.87	64,771.05	68,715.54
<b>Net Cash Flow</b>	<b>\$637,456.36</b>	<b>\$912,228.31</b>	<b>\$677,064.60</b>	<b>\$763,871.77</b>	<b>\$676,318.94</b>	<b>\$505,927.95</b>	<b>\$530,359.17</b>	<b>\$270,775.45</b>	<b>\$477,382.15</b>	<b>\$479,512.44</b>	<b>\$534,812.69</b>	<b>\$496,907.74</b>	<b>\$434,240.75</b>

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