

YVCOG EXECUTIVE COMMITTEE
MEETING MINUTES
October 21, 2019

CALL TO ORDER Vice Chair John Hodkinson called the October 21, 2019 meeting of the YVCOG Executive Committee to order at 2:26 p.m.

ROLL CALL & INTRODUCTIONS

- Members present: John Hodkinson, Bill Moore, Sherry Raymond
- Members present via teleconference: Brad Hill
- Members excused absent: Mike Leita*, Jim Restucci*, Janice Gonzales
- 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: September 16, 2019 YVCOG Executive Committee Meeting
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.
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.

Action: *Bill Moore moved to approve the Consent Agenda. Sherry Raymond seconded. The motion carried.*

OLD BUSINESS

None.

NEW BUSINESS

*Executive Director's Correspondence**

Chris Wickenhagen, Executive Director

- Kresge Grant: Great news on award of Health Equity through Housing grant to build plan. Mike Shuttleworth will be heading this program. Three-year plan.
- Upcoming Conferences: Chris will be attending Yakima County Home Consortium for assistance in HUD funding. Scope of work being written. AMPO (Association of Metropolitan Planning Organizations) this week, NARC ED (National Association of Regional Councils Executive Directors) conference, then MPO/RTPO (Metropolitand and Regional Planning Organizations) conference in Seattle for next 2 ½ weeks.
- Jurassic Parliament class fliers. Limited to 50 people.

Action: *Information*

*YVCOG Proposed Policies**

Chris Wickenhagen, Executive Director.

Policies in place so that activities are not subjective. Cost of Living Adjustment for staff determined by average COLA of all members.

POL-403: Policy regarding Cost of Living Adjustment

Motion to approve POL-403 COLA made by Bill Moore and seconded by Sherry Raymond. Motion carried.

STP funds, and other Grants or programs reimbursing YVCOG for administration of funds.

POL-115: Policy regarding Administering or Monitoring Grants, Funds or Programs covering direct and indirect expenses.

Action: *Motion to approve POL-115 regarding administering or monitoring grants,*

funds of programs made by Sherry Raymond. Seconded by Bill Moore. Motion carried.

*Staff Reports**

Budget Report – Chris Wickenhagen reported.

Revenues for September were posted in October, including CTR (Commuter Trip Reduction) funds. Revenues of \$6,048.55. Expenditures of \$68,715.54. Revenue balance of -\$308,000 for the month of September 2019. Yakima County provided amended funds for homeless reimbursements upfront in 2018. Actual reimbursements happened in 2019.

Land Use Planning Program - Mike Shuttleworth reported on Planning activities and community assistance for:

Grandview: 2 annexation proposals – 100+ acres and a .5 acre. Public Hearing in October.

Granger: Council to consider Conditional Use Permit and subdivision with a Hearing Examiner recommendation. Planning Commission recommended multifamily design standards. Sent to City Council for consideration. Council to consider a short plat.

Toppenish: Variance application to the Hearing Examiner in November. Zoning Code related to Special Permits. Public hearing with Planning commission on communication facility ordinance. Business License reviews.

Harrah: work on completing annexation process. Boundary Review Board completed review on Oct. 25, 2019.

Union Gap: several SEPA reviews. Monday meeting with Community Development group to discuss permits. Wednesday meetings with possible applicants.

Solar Workshop with Solar NW and City of Yakima on 10/24/19, 6:00-7:00 p.m

Shoreline Master Plan: Updates for Mabton, Grandview, Granger, Wapato, Toppenish, Union Gap and Naches.

Future Projects: Long Range Regional plan with Kresge Grant.

Trainings: Infrastructure Assistance Coordination Council conference, 10/22 – 10/24 in Wenatchee.

Jury Duty and Vacation: Jury duty 10/28 – 11/8. Vacation 11/15-11/25.

Closing Report for Homeless Program – Chris Wickenhagen presented information.

Commerce gave a closing report on YVCOG administration of the homeless program funds including accomplishments and goals.

Action: Information

General Membership Meetings

Jodi Smith, Communications Specialist, presented information

- December 11, 2019: hosted by City of Yakima. Oxford Suites, Yakima. Menu will be prime rib. \$25/meal. Program will be the 2019 Comprehensive Emergency Management Plan and highlights from member jurisdictions.
- February 19, 2020: Toppenish. Program/Speaker suggestions?
- March 18, 2020: *host needed*
- May 20, 2020: *host needed*
- *Nominations for distinguished service award being accepted.*

Action: Information

OTHER BUSINESS

None.

PUBLIC COMMENT

None

ADJOURN

With no other business, John Hodkinson adjourned the meeting at 3:22 p.m.

Respectfully submitted,


James A. Restucci, YVCOG Executive Committee Chair

11/18/19
Date signed

ATTEST:


Jodi Smith, Communications Specialist