

YVCOG EXECUTIVE COMMITTEE
MEETING MINUTES
March 16, 2020

CALL TO ORDER Vice Chair John Hodkinson called the March 16, 2020 meeting of the YVCOG Executive Committee to order at 1:47 p.m.

ROLL CALL & INTRODUCTIONS

- Members present: John Hodkinson
- Members present via teleconference: Bill Moore, Janice Gonzales and Sherry Raymond
- Members excused absent: Jim Restucci, Brad Hill, Norm Childress
- YVCOG staff present: Chris Wickenhagen, Lynn Deitrick, Shane Andreas 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 Conference of Governments 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: February 19, 2020 YVCOG Executive Committee Meeting
2. Approval of Payroll: As of February 29, 2020, approve payroll voucher FEB-20-001 in the amount of \$58,323.44 through electronic fund transfers.
3. Approval of Accounts Payable Vouchers: As of February 29, 2020, approve claim vouchers numbered FEB-01-002 through FEB-20-022 in the total amount of \$12,091.67.

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

OLD BUSINESS
None.

NEW BUSINESS
Executive Director's Correspondence

Chris Wickenhagen, Executive Director

- New Senior Planner hired – Lynn Deitrick welcomed to YVCOG
- City Council presentations – Chris Wickenhagen is meeting with cities. Information about YVCOG and availability to assist them.
- Emergency communications: liaison with Emergency Management, and members.
- Washington, D.C. – met with many elected officials.
- General Membership meeting – March 18, 2020 meeting postponed. Agenda items included vote for Area 3 representative and Cliff Hall, WSDOT, presentation
- Update on active contracts – Technical Assistance, Shorelines Master Programs contracts received and being processed

Action: *Information*

POL – 103, Signing Approved Documents* Chris Wickenhagen presented information on proposed POLICY – 103 to authorize the Director to sign approved documents in the physical absence of Chair and Vice Chair.
Action: *Motion to authorize Executive Director to sign approved documents in the absence of the Chair and Vice Chair made by Bill Moore. Seconded by Sherry Raymond. Motion carried.*

Staff Reports*

Budget Report – Shane Andreas presented information on the February 2020 budget. Revenues of \$73,354.15 received. Expenses of \$68,422.55. Cash balance totals \$606,533.33.

Land Use Planning Program – Lynn Deitrick presented information.

Community Assistance

- **Grandview:** Prepared and presented Staff Report to the Grandview Hearing Examiner for 227 lot preliminary plat.
- **Sunnyside:** met to discuss planning assistance during interim of hiring a new planner. Attended Sunnyside Planning Commission meeting.
- **Granger:** met with Planning Commission and conducted a training on open public meeting act and other planning commission functions.
- **Mabton:** worked with the city on a possible short plat and boundary line adjustment.
- **Toppenish:** Prepared staff information on Sign Codes and Fence Ordinances, and met with Planning Commission on signs and fence codes. Meeting every other week with Toppenish community development team to review project applications.
- **Union Gap:** working on several SEPA reviews, short plat applications and meetings with applicants. Meeting on Mondays with Union Gap Community Development group to discuss permits. Met with Union Gap Planning Commission to review possible changes to the definition section of the zoning code.

Other Projects

- **HOME Consortium:** working on 2020-2024 Consolidated Plan
- **Shoreline Master Program** updates for Mabton, Grandview, Granger, Wapato, Toppenish, Union Gap, Naches and Zillah.
- **Kresge Healthy Equity through Housing grant:** work with Heritage University to complete interviews. Work on regional plan grant to look at housing in the lower valley through the lens of health.
- **City of Mabton** funding and grant search to rebuild City Hall
- **CTR:** work with state on CTR program
- **SMP:** working on updates to Shoreline Master Program with cities who have contracts.

Action: Information

General Membership Meetings

Jodi Smith, Communications Specialist, presented information.

POSTPONED UNTIL FURTHER NOTICE.

- March 18, 2020 in Zillah. Program will be MPO/RTPO education for members
- May 20, 2020 in Toppenish. Program – Partnering with Commerce for Funding
- September 16 in Grandview. Updates from state and federal elected officials
- October 21 in Sunnyside. Updates on homeless program - Human Services at Yakima County.
- December 9 hosted by YVCOG.

Action: Information

OTHER BUSINESS

Senator Patty Murray's office has requested specific information on the economic impact of the pandemic, especially from small or family businesses. Send information to Raquel Ferrell Crowley

Next Executive Committee meeting will be Monday, April 20, 2020 at 1:30 p.m.

PUBLIC COMMENT

ADJOURN

With no other business, Vice Chair John Hodkinson adjourned the meeting at 2:09 p.m.

Respectfully submitted,



James A. Restucci, YVCOG Executive Committee Chair

5/18/2020
Date signed

ATTEST:



Jodi Smith, Communications Specialist