

YVCOG EXECUTIVE COMMITTEE  
MEETING MINUTES  
August 16, 2021

CALL TO ORDER

Chair James Restucci called the August 16, 2021 meeting of the YVCOG Executive Committee to order at 2:22 p.m.

ROLL CALL &  
INTRODUCTIONS

- **Members present via teleconference**  
Janice Gonzales: Area 2 – Wapato, Toppenish, Harrah, Zillah  
John Hodkinson, Vice Chair: Area 1 – Moxee, Naches, Selah, Tieton, Union Gap  
Bill Moore: Area 3 – Mabton, Granger, Grandview  
Sherry Raymond: Member-At-Large  
James Restucci, Chair: City of Sunnyside
- **Members absent**  
Ron Anderson: Yakima County\*  
Brad Hill: City of Yakima\*
- **YVCOG Staff**  
Chris Wickenhagen, Alan Adolf, Shane Andreas, Vicki Baker, Jeff Watson,  
Tamara Hayward, Jodi Smith
- **Others Present via teleconference**  
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\**

[Approval of Minutes:](#)

July 19, 2021, YVCOG Executive Committee Meeting

[Approval of Payroll Voucher:](#)

As of July 31, 2021, approve payroll voucher JUL 21-001 in the amount of \$85,006.38 through electronic fund transfers.

[Approval of Accounts Payable Vouchers:](#)

As of July 31, 2021, approve claim vouchers numbered JUL-21-002 through JUL-21-014 in the total amount of \$10,697.21.

***Decision: Janice Gonzales, Area 2 representative, moved to approve the Consent Agenda. Sherry Raymond, City of Selah, seconded. The motion carried.***

*Executive Director's  
Correspondence*

Chris Wickenhagen, YVCOG Executive Director

- **Law Enforcement Community Engagement grant** – Applied for grant to increase public safety by increasing public engagement to assist law enforcement for our member jurisdictions.
- **Regional Housing Study:** housing is a huge need throughout the Yakima Valley. Data and study needed for a regional approach.
- **Health Equity through Housing – grant #2:** implementation grant submitted. Housing study included Toppenish community involvement.
- **HOME Consortium / Habitat for Humanity:** H4H is no longer a participant in the Yakima County HOME Consortium. Administrative entity needs to address funding issues should be a grant, not a loan to be repaid.
- **Gang Prevention:** Ron Hannah, anti-gang coalitions for prevention. YA Corps staff person, possible cost-sharing with law enforcement agencies, YVCOG provide billing and administration.
- **ARPA Funds / City meetings:** listening tour scheduled with member jurisdictions.
- **Homeless & Housing Program for October General Membership** changed to Public

Safety, renewal of sales tax on November ballot.

**Information**

*Staff Reports\**

**Shane Andreas, Finance Specialist.**

• July 2021 Budget Report

Includes revenues of \$ 91,776.33, expenditures of \$ 95,583.88 for both salaries and vouchers. 58.33% through the year. Over budgeted amount for revenue due to outstanding 2020 revenue that came in 2021. This is addressed in the budget amendment that you will see later in this meeting. Revenue Balance of \$121412.65. Cash balance is \$648,906.39, which is more revenue than expected and will be addressed.

**Chris Wickenhagen presented for Lynn Deitrick, Planning Manager**

- Land Use & Regional Planning Program: Information presented included community assistance:
  - Tieton: City Flood Hazard code amendment SEPA Determination – 60 day State Review Period prep & upload to State system. PC hearing set for Aug. 19 to comply with FEMA guidelines and mapping update.
  - Mabton: Dollar General –Issued SEPA Determination – review construction documents and issued final lot line adjustment
  - Toppenish: Code amendment - working with staff and consulting attorney to process the following amendments: Rezone update to code to address site specific or area wide rezones. Home Occupations (cleaning up conflicts) and which hearing body makes recommendations. Short Subdivision Exemptions additional explanation/process to code. Add specificity to address Accessory Dwelling Units (ADUs).
  - Union Gap: RZN/Comp plan future land use map amendment for multi-family development. Providing zoning information at Early Assistance Meetings.
  - Grandview: Working with the City on a Planned Unit Develop (PUD) with a Subdivision (Euclid Meadows 123 Single Family Lots) and a standard Subdivision (Pappys Landing 110 Single Family Lots) including SEPA review, noticing for application submittal and public hearing.
  - Granger: Working with them on land use requirements for conditional use permitting inquires and subdivision inquires.
  - Wapato: O’ Reilly’s Auto parts store development - Class two review issued & construction plans review. Working with the city on lot line adjustments, and working with them on zoning requirements for a proposed site to relocate the existing city police department.
- **ADDITIONAL WORK**
  - YCDA (Yakima County Development Association) status of City zone mapping: The data are being developed starting with the cities who have had the most recent zoning data updated by the COG. Data for the cities of Wapato and Tieton. We currently working on Harrah.
  - SHORELINE MASTER PROGRAM - Shoreline Update Shoreline Master Programs. At the end of July worked with the Cities to insert deliverables within the DOE grant system to close out grant payment that ended July 30. Finishing up with City Councils for their action and submittal to DOE.
  - Commute Trip Reduction (CTR). We continue to as follows. Reviewing of the CRT Ordinances and Plans adopted 10-20 years ago by the MPO jurisdictions; Moxee, City of Yakima, Union Gap, Selah, and Yakima County. Waiting to hear from the WSDOT with respect to what their mandates are at the State level. Once we here from WSDOT what the State level requirements will be. Staff will arrange meetings with the jurisdictions and make specific suggestions toward code updates which reflect current practices as well as developing and initiating a process for required CRT Plan updates. Continue seeking information from the State when and how the CRT electronic survey is deployed. Continue endeavoring to make a more

direct connection with other smaller regional jurisdictions for voluntary plans.  
**Vicki Baker, Regional Program Manager**  
 Regional Programs – Collaborations for Regional Housing study, funding through Commerce, Transportation and Kresge. Community Outreach is already in place and in process. Habitat For Humanity national organization is very interested in Land Trusts as a permanent affordable option, Partner with YVCOG, Catholic Charities is interested in partnering with YVCOG. Our outreach is being noticed by many entities in Commerce. Stakeholders are excited about funding. ARPA help with technical requirements of funds. Listening tour with member cities scheduled.

**Jodi Smith, Communications Specialist**

DATE	HOST	SPEAKER/TOPIC
September 15	Grandview	Legislative Update

Executive Director Chris Wickenhagen spoke on General Membership meeting status for the remainder of the year and asked the Executive Committee for direction.

**Decision: Motion to meet virtually for the remainder of 2021 was made by Janice Gonzales, and seconded by Sherry Raymond. The motion passed.**

**UNFINISHED BUSINESS** None.

**NEW BUSINESS**

[Proposed Amendment to 2021 YVCOG Budget\\*](#)

*Chris Wickenhagen, Executive Director*

Reviewed and discussed the proposed amendment to the 2021 Budget. Information included assessments received in 2021 for 2020, FTA and RTPO transportation funding for planning area increased, YCDA contract funds received but not budgeted.

**Decision: Motion to approve and forward the 2021 Budget Amendment to the General Membership for consideration in September made by Bill Moore, Area 3 Representative from Grandview. Seconded by Janice Gonzales. Motion passed..**

[2022 YVCOG Draft Budget: Preliminary Review\\*](#)

*John Hodkinson, Budget Subcommittee*

2022 Budget Schedule Budget Subcommittee Report includes a 22% increase in revenue through Transportation funds, no changes to member assessments except for changes in population, added flexibility for new programs. Thank you to Budget Subcommittee for their work, and thank you to staff for their great work.

**OTHER BUSINESS**

The next Executive Committee meeting will be Monday, September 20, 2021, at 1:30 p.m.

**PUBLIC COMMENT**

No comment.

**ADJOURN**

With no other business, YVCOG Executive Committee Chair James Restucci adjourned the meeting at 3:15 p.m.

Respectfully submitted,

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

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 Date signed

ATTEST:

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 Jodi Smith, Communications Specialist