



## YVCOG EXECUTIVE COMMITTEE AGENDA

**Monday, March 16, 2020**  
**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  
Norm Childress, 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 March 16, 2020 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: February 19, 2020 YVCOG Executive Committee Meeting *pp. 3-5*
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. *p. 6*
3. Approval of Accounts Payable Vouchers: As of February 29, 2020, approve claim vouchers numbered FEB-20-002 through FEB-20-022 in the total amount of \$12,091.67. *pp. 6-7*

**Action:** *Discuss and approve*

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

### OLD BUSINESS

None.

### NEW BUSINESS

1. Executive Director's Correspondence  
*Chris Wickenhagen, Executive Director*
  - New Senior Planner hired
  - Council Meeting Presentations
  - Emergency communication
  - Washington, D.C.

- General Membership meeting vote for Area 3, postponed
- Update on Active Contracts

**Action: Information**

2. POL – 103 Signing Approved Documents Proposed Policy

*Chris Wickenhagen, Executive Director*

- Proposed policy to authorize Director to sign approved documents in physical absence of chair and vice chair.

*Action: Discussion and direction for action.*

3. Staff Reports

- Budget Report – *Shane Andreas, Finance Intern*
- Land Use & Regional Planning Program – *Lynn Deitrick, Senior Planner*

**Action: Information**

4. YVCOG General Membership Meeting

*Jodi Smith, Communications Specialist*

- March 18, 2020: **City of Zillah, POSTPONED. Date To Be Announced.**  
*Program: Cliff Hall, WSDOT presentation on MPO/RTPO education*
- May 20, 2020: **Moved to City of Toppenish**  
*Program: Partnering with Commerce for funding opportunities*
- September 16: **City of Grandview**  
*Program: Updates from state and federal elected officials.*
- October 21: **City of Sunnyside**  
*Program: Homeless Services Update from Yakima County*

**Action: Information**

**OTHER BUSINESS**

Next Executive Committee meeting: Monday, April 20, 2020.

**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  
February 19, 2020

CALL TO ORDER Vice Chair John Hodkinson called the February 19, 2020, 2020 meeting of the YVCOG Executive Committee to order at 2:57 p.m.

ROLL CALL &  
INTRODUCTIONS

- Members present: John Hodkinson, Bill Moore, Janice Gonzales
- Members present via teleconference: Sherry Raymond
- Members excused absent: Jim Restucci, Brad Hill, Norm Childress
- YVCOG staff present: Chris Wickenhagen, Mike Shuttleworth, 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: January 15, 2020 YVCOG Executive Committee Meeting
2. Approval of Payroll: As of January 31, 2020, approve payroll voucher JAN-20-001 in the amount of \$62,341.52 through electronic fund transfers.
3. Approval of Accounts Payable Vouchers: As of January 31, 2020, approve claim vouchers numbered JAN-01-002 through JAN-20-021 in the total amount of \$34,596.15.

**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

- Interviews for Associate Planner position will be conducted next week. We have received some excellent applications.
- Member contracts executed for Technical Assistance, Professional Service Contracts and Shoreline Master Permits.

**Action: Information**

*Delegation of Signature  
Authority to Director,  
Resolution 20-01\**

Chris Wickenhagen presented information on the change of Delegation of Authority for the Director to sign minor contracts up to \$25,000. Current limit is \$10,000.

**Action: Motion to authorize Executive Director to sign minor contracts up to \$25,000 made by Janice Gonzales. Seconded by Bill Moore. Motion carried.**

*HOME Consortium  
PSA\**

Chris Wickenhagen presented information on the Yakima County HOME Consortium Professional Services Agreement. Execution date: 2/25/2020.

**Motion to approve and authorize Chair to sign the Yakima County HOME Consortium Professional Services Agreement in the amount of \$23,100 made by Janice Gonzales. Seconded by Bill Moore. Motion carried.**

*2020 Cost Allocation  
Plan\**

Shane Andreas presented information on the 2020 Cost Allocation Plan for staffing and compensation costs.

**Motion to approve and authorize the Chair and Executive Director to certify and sign the 2020 Cost Allocation Plan made by Bill Moore. Seconded by Janice Gonzales. Motion**

*carried.*

*Staff Reports\**

**Budget Report** – Shane Andreas presented information on the January 2020 budget. Revenues of \$118,564.52 received. Expenses of \$96,937.67, or 8% of budgeted expenditures. Cash balance totals \$603,112.76.

**Land Use Planning Program** – Mike Shuttleworth presented information.

**Community Assistance**

- **Grandview:** Prepared Staff Report for 227 lot subdivision heading to Hearing Examiner next week.
- **Granger:** Discussing possible conditional use permit and responding to City questions.
- **Toppenish:** Writing and researching Sign Codes and Fence Ordinances. Bi-weekly staff meeting discussing pending projects. Processing applications and responding to City staff questions.
- **Union Gap:** SEPA reviews and meeting with applicants. Numerous residential applications. Public hearing with Hearing Examiner on mini-storage project; presented City Council and Planning Commission a possible change to zoning code relating to hotels/motels

**Other Projects**

- **Shoreline Master Program** updates for Mavton, Grandview, Granger, Wapato, Toppenish, Union Gap, Naches and Zillah.
- **Kresge Healthy Equity through Housing grant:** met with staff and faculty from Heritage University regarding conducting empathy interviews. Met with Yakima Health District about partnering.
- **City of Mabton** funding and grant search to rebuild City Hall
- **Housing Plans** grants for Cities to develop plans for housing accessibility to all income levels
- **CTR:** working with the State to bring more flexibility and participants into the program.

**Future Projects**

- **Yakima County HOME Consortium** Consolidated Plan, Analysis of Impediments to Fair Housing and CAPER Action Plan
- **Vacation** out of office March 14-23.

**Action: Information**

*General Membership Meetings*

Jodi Smith, Communications Specialist, presented information

- February 19, 2020 in Selah. Program - Cybersecurity for local governments
- 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**

Next Executive Committee meeting will be MONDAY, March 16, 2020 at 1:30 p.m.

**PUBLIC COMMENT**

**ADJOURN**

With no other business, Vice Chair John Hodkinson adjourned the meeting at 3:35 p.m.

0.4

Respectfully submitted,

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

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

ATTEST:

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

DRAFT

P5

**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 \$70,415.11, and approved this 16th day of March, 2020.

Mike Leita - Yakima County	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>Feb-20</b>				
FEB-20-001	YVCOG - Payroll; February 2020	Payroll; February 2020	\$58,323.44	ACH
FEB-20-002	Key Bank - Monthly banking services; February	Monthly Banking Services; February 2020	\$46.08	ACH
FEB-20-003	US Bank Corporate Payment Systems	January P Card Expenses	\$1,992.56	2837
FEB-20-004	Engravings Unlimited, Inc	Name Badge - J. Ayling	\$13.53	2838
FEB-20-005	LiftForward Inc	Surface Pro Computer Leases	\$350.01	2839
FEB-20-006	People for People	Homeless Services; July 2019	\$2,017.69	2840
FEB-20-007	Sunnyside Sun Media LLC	UPWP Advertising - Feb TIP Amendment	\$162.75	2841
FEB-20-008	Xerox Corporation	Copier Lease and Maintenance	\$400.78	2842
FEB-20-009	Yakima Herald Republic	Call for public comments, 2020-2045 Metropolitan, Determination of nonsignificance	\$758.05	2843
FEB-20-010	Yakima Waste Systems, Inc	Recycling Service - 1/1-1/31/2020	\$17.56	2844
FEB-20-011	Advanced Travel Fund YVCOG	S. Andreas - BARS Training, Spokane WA A. Alolf - Quarterly MPO/RTPO/WSDOT Meeting, Seattle WA	\$682.33	2845
FEB-20-012	Alan Adolf	Travel and Registration reimbursement; February	\$137.30	2846
FEB-20-013	Bradley Hill	Travel Reimbursement - NARC Conference - Washington DC	\$3,079.43	2847
FEB-20-014	Brian Galloway	Spanish Press Release	\$53.60	2848
FEB-20-015	Christina Wickenhagen	Travel and Registration reimbursement; February	\$73.71	2849
FEB-20-016	Jodi Smith	Travel and Registration reimbursement; February	\$24.60	2850
FEB-20-017	Michael Shuttleworth	Travel and Registration reimbursement; February	\$176.75	2851
FEB-20-018	Pryor Learning Solutions Inc	Pryor Plus - A. Adolf - 12 month subscription	\$299.00	2852
FEB-20-019	Shane Andreas	Travel and Registration reimbursement; February	\$72.90	2853
FEB-20-020	Tamara Hayward	Travel and Registration reimbursement; February	\$24.60	2854
FEB-20-021	US Bank Corporate Payment Systems	February P Card Expenses	\$1,307.66	2855
FEB-20-022	Xerox Corporation	Copier Lease and Maintenance	\$400.78	2856
<b>GRAND TOTAL</b>			<b>\$70,415.11</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 **\$70,415.11**

Auditing Officer

	<b>VENDOR</b>	<b>INVOICE #</b>	<b>AMOUNT</b>	<b>WARRANT #</b>
	<b>Feb-20</b>			
1	YVCOG - Payroll; February 2020	FEB-20-001	\$58,323.44	ACH
2	Key Bank - Monthly banking services; February	FEB-20-002	\$46.08	ACH
3	US Bank Corporate Payment Systems - TH	FEB-20-003	\$208.26	2837
4	US Bank Corporate Payment Systems - CW	FEB-20-003	\$1,784.30	2837
5	Engravings Unlimited, Inc - J. Ayling - Name Plate	FEB-20-004	\$13.53	2838
6	LiftForward Inc - Surface Pro lease ending 2/28/2021	FEB-20-005	\$293.12	2839
7	LiftForward Inc - Surface Pro lease ending 5/23/2021	FEB-20-005	\$56.89	2839
8	People for People - Homeless Services - July 2019	FEB-20-006	\$2,017.69	2840
9	Sunnyside Sun Media LLC - TIP Amendment (FEB)	FEB-20-007	\$162.75	2841
10	Xerox Corporation - Printer lease and Maintance	FEB-20-008	\$400.78	2842
11	Yakima Herald Republic - Call for Public Comments (Spanish)	FEB-20-009	\$95.70	2843
12	Yakima Herald Republic - Call for Public Comments	FEB-20-009	\$189.90	2843
13	Yakima Herald Republic - 2020-2045 Yakima Valley Metropolitan	FEB-20-009	\$253.20	2843
14	Yakima Herald Republic - 2020-2045 Yakima Valley Metropolitan (Spanish)	FEB-20-009	\$134.85	2843
15	Yakima Herald Republic - Notice of Determination of Nonsignificance	FEB-20-009	\$84.40	2843
16	Yakima Waste Systems, Inc	FEB-20-010	\$17.56	2844
17	Advanced Travel Fund YVCOG - S. Andreas - BARS Training	FEB-20-011	\$497.18	2845
18	Advanced Travel Fund YVCOG - A. Adolf - MPO/RTPO/WSDOT	FEB-20-011	\$185.15	2845
19	Alan Adolf - Travel and Registration Reimbursement - Feb	FEB-20-012	\$137.30	2846
20	Bradley Hill - Travel Reimbursement - NARC Conference - WA DC	FEB-20-013	\$3,079.43	2847
21	Brian Galloway Translating	FEB-20-014	\$53.60	2848
22	Christina Wickenhagen - Travel and Registration Reimbursement - Feb	FEB-20-015	\$73.71	2849
23	Jodi Smith - Travel and Registration Reimbursement - Feb	FEB-20-016	\$24.60	2850
24	Michael Shutteworth - Travel and Registration Reimbursement - Feb	FEB-20-017	\$176.75	2851
25	Pryor Learning Solutions Inc	FEB-20-018	\$299.00	2852
26	Shane Andreas - Travel and Registration Reimbursement - Feb	FEB-20-019	\$72.90	2853
27	Tamara Hayward - Travel and Registration Reimbursement - Feb	FEB-20-020	\$24.60	2854
28	US Bank Corporate Payment Systems - TH	FEB-20-021	\$199.17	2855
29	US Bank Corporate Payment Systems - CW	FEB-20-021	\$1,108.49	2855
30	Xerox Corporation - Printer lease and Maintance	FEB-20-022	\$400.78	2856
	<b>February 2020 GRAND TOTAL</b>		<b>\$70,415.11</b>	



Effective Date: March 16, 2020

# POLICY

Cancels:

See Also:

Approved by: Executive Committee

## **POL -103 Signing Board Approved Documents**

This policy applies to all YVCOG Transportation Policy Board and Executive Committee approved documents.

**The Executive Director has approval to sign documents approved by the Transportation Policy Board for Chair signature in the physical absence of the Chair and Vice Chair.**

**The Executive Director has approval to sign documents approved by the Executive Committee for Chair signature in the physical absence of the Chair and Vice Chair.**

**The Executive Director has approval to carry out directives of the Transportation Policy Board in the physical absence of the Chair and Vice Chair**

**The Executive Director has approval to carry out directives of the Executive Committee in the physical absence of the Chair and Vice Chair**

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**YVCOG Executive Committee Meeting March 16, 2020  
BUDGET REPORT  
Feb-20**

Prepared By Shane Andreas, YVCOG Intern

<b>REVENUES RECEIVED:</b>		<b>2019</b>	<b>2020</b>
January		\$ 310,139.21	\$ 118,564.52
February		\$ 131,535.58	\$ 73,354.15
March		\$ 294,165.22	
April		\$ 162,916.85	
May		\$ 403,207.93	
June		\$ 388,202.35	
July		\$ 367,487.12	
August		\$ 26,866.10	
September		\$ 6,048.55	
October		\$ 107,444.53	
November		\$ 37,340.78	
December		\$ 124,981.67	
<b>Monthly Revenue</b>		<b>\$ 131,535.58</b>	<b>\$ 73,354.15</b>
<b>Total Revenue YTD</b>		<b>\$ 2,360,335.89</b>	<b>\$ 191,918.67</b>
<b>EXPENDITURES:</b>			
<b>Salaries</b>	January	\$ 69,459.42	\$ 46,806.22
	February	\$ 69,459.42	\$ 44,111.47
	March	\$ 70,123.82	
	April	\$ 63,785.42	
	May	\$ 63,785.42	
	June	\$ 64,026.93	
	July	\$ 59,873.31	
	August	\$ 36,468.58	
	September	\$ 37,245.87	
	October	\$ 37,486.84	
	November	\$ 37,613.10	
	December	\$ 37,613.10	
<b>Total Current Salaries</b>		<b>\$ 69,459.42</b>	<b>\$ 44,111.47</b>
<b>Total Salaries YTD</b>		<b>\$ 646,941.23</b>	<b>\$ 90,917.69</b>
<b>Vouchers</b>	January	\$ 328,232.62	\$ 52,124.01
	February	\$ 232,467.15	\$ 24,311.08
	March	\$ 199,610.18	
	April	\$ 337,210.15	
	May	\$ 132,815.81	
	June	\$ 322,045.13	
	July	\$ 252,313.56	
	August	\$ 28,302.47	
	September	\$ 31,469.67	
	October	\$ 32,787.15	
	November	\$ 29,061.70	
	December	\$ 17,067.29	
<b>Monthly Vouchers</b>		<b>\$ 232,467.15</b>	<b>\$ 24,311.08</b>
<b>Total Vouchers YTD</b>		<b>\$ 1,943,382.88</b>	<b>\$ 76,435.09</b>
<b>TOTAL MONTHLY EXPENDITURES</b>		<b>\$ 301,926.57</b>	<b>\$ 68,422.55</b>
<b>TOTAL EXPENDITURES YTD</b>		<b>\$2,590,324.11</b>	<b>\$167,352.78</b>
<b>Revenue Balance</b>		<b>-\$229,988.22</b>	<b>\$24,565.89</b>

2020  
Yakima Valley Conference of Governments  
**EXPENDITURE Budget**

16.00%

	February	YTD Actual	2020 Budget	Annual \$ Variance	YTD % Variance
<b>Salaries</b>					
Salaries and Wages	\$ 44,111.47	\$ 90,917.69	\$ 562,000	16%	\$ 471,082
Salaries-Overtime	\$ -	\$ -	\$ 4,000	0%	\$ 4,000
<b>Total Salaries and Wages</b>	<b>\$ 44,111.47</b>	<b>\$ 90,917.69</b>	<b>\$ 566,000</b>	<b>16%</b>	<b>\$ 475,082</b>
<b>Personnel Benefits</b>					
Benefits-Direct	\$ 14,211.97	\$ 29,747.27	\$ 215,000	14%	\$ 185,253
<b>Total Benefits</b>	<b>\$ 14,211.97</b>	<b>\$ 29,747.27</b>	<b>\$ 215,000</b>	<b>14%</b>	<b>\$ 185,253</b>
<b>Supplies</b>					
Office & Operating Supplies	\$ 108.35	\$ 1,826.09	\$ 10,000	18%	\$ 8,174
Small Tools and Minor Equip	\$ 350.01	\$ 928.13	\$ 5,000	19%	\$ 4,072
<b>Total Supplies</b>	<b>\$ 458.36</b>	<b>\$ 2,754.22</b>	<b>\$ 15,000</b>	<b>18%</b>	<b>\$ 12,246</b>
<b>Other Services-Charges</b>					
Professional Services	\$ 53.60	\$ 10,279.75	\$ 65,000	16%	\$ 54,720
Prof Serv-Tech Services	\$ -	\$ 908.63	\$ 13,000	7%	\$ 12,091
Communications-Telephone	\$ -	\$ 861.21	\$ 6,000	14%	\$ 5,139
Communication-Postage	\$ -	\$ -	\$ 300	0%	\$ 300
Travel	\$ 4,115.62	\$ 4,955.59	\$ 30,000	17%	\$ 25,044
Advertising	\$ 920.80	\$ 1,216.03	\$ 11,000	11%	\$ 9,784
Operating Rentals and Leases	\$ 521.45	\$ 9,916.18	\$ 70,000	14%	\$ 60,084
Insurance	\$ -	\$ 9,947.00	\$ 9,990	100%	\$ 43
Utility Services	\$ 17.56	\$ 32.83	\$ 275	12%	\$ 242
Repair and Maintenance/Copies	\$ 280.11	\$ 543.00	\$ 2,900	19%	\$ 2,357
Misc. (registrations, dues, subscriptions)	\$ 1,713.92	\$ 3,255.69	\$ 40,555	8%	\$ 37,299
Homeless Services Pass-through	\$ 2,017.69	\$ 2,017.69	\$ -		\$ (2,018)
<b>Total Services</b>	<b>\$ 9,640.75</b>	<b>\$ 43,933.60</b>	<b>\$ 249,020</b>	<b>18%</b>	<b>\$ 205,086</b>
<b>Debt Services-Interest</b>					
Interest			\$ 200		\$ 200
	\$ -	\$ -	\$ 200		\$ 200
<b>Total Expenditures</b>	<b>\$ 68,422.55</b>	<b>\$ 167,352.78</b>	<b>\$ 1,045,220</b>	<b>16%</b>	<b>\$ 877,867</b>

2020  
Yakima Valley Conference of Governments  
Revenue Budget

16.00%

Grants/Contracts	February	YTD Actual Revenue	2020 Budget	Year-to-Date \$ Variance	Year-to-Date % Variance
<b>Beginning Fund Bal-Designated **</b>			205,000 **		
<b>Administration</b>					
Admin-Gen'l Assessment	14,387.75	60,125.25	124,136	64,010.75	48%
Admin-Misc Revenue (copies, posters)	-	-	300	300.00	0%
Admin-Assoc Membership Fees	-	-	2,000	2,000.00	0%
Admin-Gen'l Ala Carte	-	-	50,000	50,000.00	0%
Other Income (Rebates)	-	-	3,000	3,000.00	0%
Community Services	-	1,050.00	3,000	1,950.00	35%
Sale of Scrap & Junk	-	-	400	400.00	0%
<b>Total Administration</b>	<b>14,387.75</b>	<b>61,175.25</b>	<b>182,836</b>	<b>121,660.75</b>	<b>33%</b>
Intergov-Local Match WSDOT	7,604.00	29,517.00	64,490	34,973.00	46%
Intergov -Local Transit	-	6,500.00	6,500	0.00	100%
<b>Total Intergov-Local</b>	<b>7,604.00</b>	<b>36,017.00</b>	<b>70,990</b>	<b>34,973.00</b>	<b>51%</b>
CTR - Plans & Progr WSDOT	21,200.00	27,300.00	75,000	47,700.00	36%
CMAQ Grant	4,074.34	7,099.95	100,000	92,900.05	7%
Human Services Transp Plan	586.75	586.75	7,000	6,413.25	8%
Transit Feasibility Study	-	-	33,000	33,000.00	0%
FHWA-DOT-Metro Plan (PL)	24,874.31	54,900.89	300,000	245,099.11	18%
FTA-DOT-Metro Plan Grant	-	-	50,000	50,000.00	0%
RTPO-WSDOT	-	-	100,894	100,894.00	0%
<b>Total TRANSPORTATION</b>	<b>50,735.40</b>	<b>89,887.59</b>	<b>665,894</b>	<b>576,006.41</b>	<b>13%</b>
Intergov-Scholarship	-	-	500	500.00	0%
<b>Member TA's 2019</b>					
Grandview	-	-			
Granger	205.28	609.19			
Harrah	-	-			
Mabton	67.95	67.95			
Moxee	-	-			
Naches	-	-			
Selah	-	-			
Sunnyside	-	-			
Tieton	353.77	353.77			
Toppenish	-	1,096.94			
Union Gap	-	2,710.98			
Wapato	-	-			
Zillah	-	-			
Yakima	-	-			
Sparks NW -	-	-			
Sparks NW - City of Yakima	-	-			
<b>Intergov Serv-Exec Boards (TA Contr)</b>	<b>627.00</b>	<b>4,838.83</b>	<b>125,000</b>	<b>120,161.17</b>	<b>4%</b>
<b>Total Revenue</b>	<b>73,354.15</b>	<b>191,918.67</b>	<b>1,045,220</b>	<b>853,301.33</b>	<b>1.02</b>

P-11

2019-20 Cash Flow Statement  
Yakima Valley Conference of Governments

February 2020

(Cash Basis Accounting) For the Mo Ended:

	February	March	April	May	June	July	August	September	October	November	December	Jan-20	Feb-20
Beginning cash	\$721,375.91	\$550,984.92	\$575,416.14	\$337,841.16	\$544,447.85	\$572,348.56	\$627,815.35	\$591,707.85	\$503,698.05	\$475,453.66	\$437,390.41	\$506,788.78	\$603,112.76
CTR - Grant	6,800.00	2,811.47	6,800.00		18,200.00	2,830.60	6,602.04	4,387.53	11,215.77		6,100.00	6,100.00	21,200.00
CMAQ Plans & Programs		159.45	0.00	1,019.91	11,260.70	18,957.44		57.72	874.59		2,580.88	3,025.81	4,074.34
Human Svs Trasp Plan Grant					870.56						1,180.73		586.75
FHWA DOT-Metro Plan Grant					29,785.33	12,323.97	16,757.06		44,450.03	36,840.78		30,026.58	24,874.31
FTA-DOT-Metro Plan Grant	6,424.36	8,424.36	16,136.25	24,486.34	-1,880.66	13,005.49	11,828.00						
DOT-RTPO & RTPO Long Range	29,707.94	29,707.94	18,654.63	10,615.46	-6,135.49	9,760.91	24,148.79		17,187.72				
Homeless 2163 Local Fees	130,946.24	130,946.24	0.00	288,353.69	101,623.88	87,489.86			9,835.36				
STATE FUNDS - Homeless Grant	117,613.07	103,506.70	92,764.79	73,532.53	228,157.60	198,008.30							
Traffic Counts						1,434.70							
Intergov-Ala Carte		2,000.00	0.00	5,200.00	1,800.00								
Technical Assistance Members	3,203.76	11,283.32	14,665.18	3,933.83	6,759.98		9,572.21	928.06	9,785.08		14,428.00	4,211.83	827.00
Intergov-County/City Share-gen assess	5,569.00		14,086.00		15,219.00		-42,542.00		11,420.50			45,737.50	14,387.75
Intergov-Local Match WSDOT	5,007.00				902.00				2,675.50			21,913.00	7,604.00
Intergov -Local FTA (Yakima Transit)											100,000.00	6,500.00	
Kresge Foundation Grant	142.75	225.74	0.00		106.60	794.87		195.24			692.06	1,050.00	
Misc Revenue-copies, posters		500.00	0.00		500.00								
Associate Membership Fees										500.00			
Scrap & Junk													
Scholarship													
Expense Revenue Netted Back													
<b>Total Receipts</b>	<b>\$131,535.58</b>	<b>\$284,185.22</b>	<b>\$182,918.85</b>	<b>\$403,207.93</b>	<b>\$388,202.35</b>	<b>\$387,487.12</b>	<b>\$28,866.10</b>	<b>\$8,048.55</b>	<b>\$107,444.53</b>	<b>\$37,340.78</b>	<b>\$124,981.67</b>	<b>\$118,564.52</b>	<b>\$73,354.15</b>
Available Cash	\$852,911.49	\$945,150.14	\$738,332.99	\$741,049.08	\$932,650.20	\$939,833.68	\$654,681.45	\$597,758.40	\$611,140.58	\$512,794.44	\$582,372.08	\$825,353.30	\$678,468.91
<b>Use of Funds</b>													
Salaries	69,459.42	70,123.82	63,785.42	63,785.42	64,026.93	59,873.31	36,468.58	37,245.87	37,488.84	37,613.10	37,613.10	46,808.22	44,111.47
Personnel Benefits	23,600.46	22,896.11	21,557.18	21,558.48	19,034.05	17,170.34	12,730.43	12,890.90	12,955.58	12,949.85	13,296.98	15,535.30	14,211.97
Supplies	955.66	1,084.35	5,013.34	1,285.48	749.04	651.47	379.85	628.42	411.98	373.30	1,258.68	2,295.86	458.36
Other Services	207,911.03	175,829.72	332,144.83	109,971.83	302,282.04	234,461.75	15,182.19	17,950.35	19,419.59	15,738.75	2,511.63	34,292.85	9,840.75
Total Cash Out	301,926.57	289,734.00	422,500.57	198,601.23	398,072.06	312,188.87	64,771.05	68,715.54	70,273.99	66,674.80	54,680.39	98,930.23	88,422.55
<b>Net Cash Flow</b>	<b>\$550,984.92</b>	<b>\$575,416.14</b>	<b>\$337,841.16</b>	<b>\$544,447.85</b>	<b>\$572,346.56</b>	<b>\$627,815.35</b>	<b>\$591,707.85</b>	<b>\$503,698.05</b>	<b>\$475,453.66</b>	<b>\$437,390.41</b>	<b>\$506,788.78</b>	<b>\$603,112.76</b>	<b>\$606,533.33</b>

**3/16/20 EXECUTIVE COMMITTEE MEETING  
PLANNING PROGRAM UPDATES**

***Program Update:***

**COMMUNITY ASSISTANCE**

- Grandview prepared and presented staff report to the Grandview Hearing Examiner for a 227-lot preliminary plat.
- Met with City of Sunnyside to planning help for the city while they are looking for new planner. Attended the Sunnyside Planning Commission meeting.
- Met with Granger Planning Commission and conducted a training on open public meeting act and discussed other planning commission functions.
- Worked with Mabton on a possible short plat and process a boundary line adjustment.
- Prepared staff information on Toppenish sign code and fence code. Met with the Toppenish Planning Commission on their sign code and fence code. Answer planning questions.
- Meeting every other Tuesday with Toppenish community development team to review project applications.
- Working with Union Gap on several SEPA reviews, short plat applications and meetings with applicants.
- Monday meetings with Union Gap Community Development group to talk about permits.
- Met with Union Gap Planning Commission to review possible changes to the definition section of the zoning code.
- Working with Yakima County HOME Consortium on their 2020 -2024 Consolidated plan.
- Working on the regional plan grant from Kresge Grant to look at housing in the lower valley through the eyes o health. Work with Heritage University to complete some interviews.
- Starting Shoreline Master Plan review for those Cities that have submitted contracts to YVCOG.
- Training new Planner.

**OTHER PROJECTS**

- Working on Shoreline Master Program Updates TA's for cities of Mabton, Grandview, Granger, Wapato, Toppenish, Union Gap, Naches and Zillah.
- Looking at possible grants for City of Mabton to rebuild city hall.
- Working with state on CTR program

**FUTURE PROJECTS**

**TRAININGS**

**VACATION**

I will be on vacation the week of March 16 to March 20<sup>th</sup>.