
Joint DRYVE and TRANS-Action Committees Meeting Minutes

November 20, 2019, 2:00 p.m. to 4:00 p.m.

Meeting Location: WSDOT South Central Region Board Room, Union Gap WA

WELCOME

Trent Marquis, TRANS-Action Chair, and Lance Hoyt, DRYVE Chair, brought the meeting to order and welcomed all attendees. Everyone introduced themselves (see attached attendance sign-in sheet).

EXECUTIVE BOARD (TRANS-ACTION)

Approval of Minutes – John Hodkinson moved to approve TRANS-Action’s September 26, 2019 meeting minutes. Jonathan Smith seconded the motion and it was approved unanimously.

Approval of Financial Report – Alan Adolf summarized TRANS-Action’s financial report (see attached financial report). Joan Davenport moved to approve TRANS-Action’s financial report. John Hodkinson seconded the motion and it was approved unanimously.

Budget – Alan Adolf presented the 2020 proposed Budget (see attached proposed budget). Jonathan Smith moved to approve TRANS-Action’s budget as proposed. Jase Testerman seconded the motion and it was approved unanimously.

Elections – TRANS-Action’s officer positions two-year terms are completed on 12/31/2019. Trent Marquis said that the nominations for officer positions include: Secretary – Gracie Sexton, Treasurer – Jan Ollivier, Vice Chair – Norm Childress, and Chair – Trent Marquis. John Hodkinson made a motion to approve these nominations for officer positions. Jase Testerman seconded the motion and it was approved unanimously. The committee thanked Alan for his many years of service as TRANS-Action’s Treasurer.

The Executive Committee currently includes Ex-Officio member Todd Trepanier, the WSDOT South Central Regional Administrator, and At-Large TRANS-Action member Mike Battle. Jonathan Smith moved for Todd Trepanier and Mike Battle to serve on the Executive Board in these positions for the next term. Jase Testerman seconded the motion and it was approved unanimously.

EXECUTIVE BOARD (DRYVE)

Approval of Minutes – Jase Testerman moved to approve DRYVE’s September 26, 2019 meeting minutes. Rocky Wallace seconded the motion and it was approved unanimously.

Approval of Financial Report and Proposed 2020 Budget – Alan Adolf summarized DRYVE’s financial report (see attached financial report) and the 2020 proposed Budget (see attached proposed budget). Rocky Wallace moved to approve DRYVE’s financial report and budget proposal. Jonathan Smith seconded the motion and it was approved unanimously.

Elections –The Treasurer position will be vacant as Alan Adolf is stepping down from that role. Jan Ollivier was the only nomination for this position. The committee unanimously approved having Jan fill that role.

FEDERAL LEGISLATIVE COMMENTS

Raquel Crowley updated the committee on federal legislative issues. The federal emphasis on transportation issues is State of Good Repair. She encouraged members to make the D.C. trip in February, prior to the Appropriations cycle. She said the 3rd week in February is typically a recess week. The morning coffee gathering with both Murray and Cantwell offices should be scheduled. The D.C. group should showcase how much federal support we have received for transportation projects and how much of that was matched with state and local funds.

John Estey, Congressman Newhouse office, updated the committee on progress of the Fast Act. He suggested that January would be a good time to schedule D.C. meetings.

I-976 RECAP / IMPACTS

Trent Marquis said we are waiting to hear the legal judgments on the passage of I-976. Transportation matching funds through the TBDs that were formed by council vote are affected. TBDs formed by public vote are not affected. The communities with Transportation Benefit Districts (TBDs) include Yakima, Toppenish, Grandview, Zillah, Wapato, and Mabton. Lance Hoyt said the YVCOG’s Technical Advisory Committee sent a letter to Rep. Jeremie Dufault, explaining the impacts to cities that have formed a TBD to fund local transportation improvements.

WSDOT is putting a “pause” on constructing capacity building projects. Design funds can still be spent. Federally funded projects with local match are not affected. PE and RW for Safe Routes to School can be obligated, not CN.

COMMUNICATION SUBGROUP

The Communication Subgroup includes Matt Pietrusiewicz, Joan Davenport, Bill Preston, Jim Restucci, and Jonathan Smith. They are meeting monthly. The website should be ready to launch in December. YCDA will keep it updated with project information provided by committee members. It can be viewed at DRYVETRANSACTION.org. The website will be important to get public support of future transportation projects.

Joan Davenport made a motion that TRANS-Action and DRYVE dedicate a section of the website to discuss the impacts that I-976 has on our local agencies. Gracie Sexton seconded the motion. The Communications Subgroup can work on mapping the local projects that were previously funded by funds that have now been taken away by the I-976 passage. We can also have it as a subject at the fair booth. The motion passed unanimously.

PROJECT AND PRESERVATION SUBGROUPS

The Project Subgroup and Preservation Subgroup have not met yet. There is a lack of direction for these two groups. Members suggested having these groups identify the projects we want to present at D.C. and to the public. The list shall include projects that fulfill federal priorities/have the same messaging. The Subgroups for Projects and Preservation shall include a WSDOT representative (either Troy Suing or Brian White), Chris Wickenhagen from YVCOG, Matt Pietrusiewicz from Yakima County, and Lance Hoyt from Toppenish. This group will meet on December 3rd to discuss the project list.

JTC STUDIES

The Joint Transportation Committee (JTC) met at the YVCOG office this morning to discuss their passenger rail feasibility study. The JTC is gauging interest in having passenger rail in this region in the future.

Adjourned at 4:00 PM

Hereby Submitted / Approved:

Trent Marquis, TRANS-Action Chair

Date Signed:

Lance Hoyt, DRYVE Chair

Date Signed:

Attest:

Jan Ollivier, TRANS-Action Secretary

Date Signed:



Signature

Signature	Name	Organization	Phone	Email
<i>Byron Adams</i>	Adams, Byron	Moxee, Public Works Director	575-8851	byron.adams@co.yakima.wa.us
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	Evans, Richard	Senator Maria Cantwell	509-946-8106	richard_evans@cantwell.senate.gov
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	Haas, Ranie	Washington State Tree Fruit Association	452-8555	ranie@wstfa.org

ON PHONE

Joan Davenport

Bob Desrosellier

Arlene Fisher

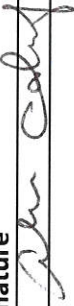



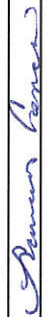


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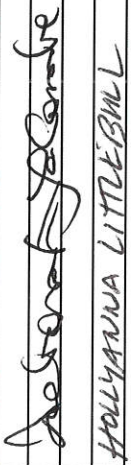

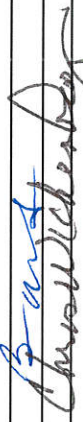


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Driving Rural Yakima Valley's Economy

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Signature	Name	Organization	Email
<i>Bill Preston</i>			



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\$ mm/dd/yyyy

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Account Summary

Available balance today, 11:01 a.m.

\$15,154.36

Account Activity

Transactions

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90 days 30

Date	Description	Check #	Deposits	Withdrawals	Account Balance
Completed Transactions					
08/15/2019	Debit Purchase -visa 08/13 card 6061 Wa Secretary Of .wa.gov Wa			\$10.00	\$15,154.36

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TRANS-Action of Yakima County

Yearly Budget Accounting

Estimated Budget Expenditures for 2020 (Proposal)

Member Assessments (January-December 2020 Fiscal Year)

(Over 5000 population)			
Active Participant (2019)	Yakima County	\$	1,000.00
Active Participant (2019)	City of Yakima	\$	1,000.00
Active Participant (2019)	City of Selah	\$	1,000.00
Active Participant (2019)	City of Union Gap	\$	1,000.00
			\$ 4,000.00
(Under 5000 population)			
Active Participant (2019)	Moxee	\$	375.00
Active Participant (2019)	Naches	\$	375.00
Active Participant (2019)	Tieton	\$	375.00
			\$ 1,125.00
Private Businesses, Non-Profit Agencies, Organizations, Private Citizens			
Active Participant (2019)	Assoc of General Contractors	\$	250.00
Active Participant (2019)	Association of Realtors	\$	250.00
	Central Washington Homebuilders	\$	-
Active Participant (2019)	Gray & Osborne	\$	250.00
Active Participant (2019)	Greater Yakima Chamber of Commerce	\$	250.00
Active Participant (2019)	HLA Engineering & Surveying, Inc.	\$	250.00
Active Participant (2019) *	HW Lochner, Inc.	\$	250.00
	Medstar Transportation		
Active Participant (2019)	People for People	\$	250.00
	SOZO Sports of Central Washington		
	Washington State Tree Fruit Association		
Active Participant (2019) *	Wide Hollow Development	\$	250.00
Active Participant (2019) *	Yakima County Development Association	\$	250.00
	Yakima Greenway		
			\$ 2,250.00

Total 2020 Projected Assessments **\$ 7,375.00**

2019 Carry forward (Estimate) **\$ 15,154.36**

Total Calendar Projected Funds (Estimate) **\$ 22,529.36**

Stated Effort	Activity / Expense	Cost	Budget (Travel)	Budget (Outreach)	
Public Outreach & Operations	2020 CWSF Booth expenses (1/2 Share)	\$ 1,025.00		\$ 1,025.00	
	2020 CWHBA Home & Garden Show Booth (1/2 Share)	\$ 500.00		\$ 1,525.00	
	Outreach Items (Promotional Give-A-Ways)	\$ 1,000.00	"P"	\$ 2,525.00	
	Annual Non-profit renewal (Secretary of State Office)	\$ 10.00		\$ 2,535.00	
	Tax Preparation (Yearly Review of Records)			\$ 2,535.00	
	Production of 30 (ea.) - 2020 Legislative Packets	\$ 300.00		\$ 2,835.00	
	2020 DRYVE & TRANS-Action Joint mtg and Symposium (1/2 share)	\$ 2,000.00		\$ 4,835.00	
	Yakima County Transit Feasibility Study (Match Share w/ YVCOG)	\$ 1,000.00	"1x"	\$ 5,835.00	
	Regional Passenger Rail Feasibility Study (Paid to YVCOG 2019)	\$ 1,000.00	"1x"	\$ 6,835.00	
	Video / Audio Equipment (Meeting Records - Previously Approved, not obtained)		"1x"	\$ 6,835.00	
	Priority Project Video/Visual Development Assistance "Grant" Fund (\$1,000 Max per Jurisdiction)	\$ 2,000.00	"P"	\$ 8,835.00	
	Miscellaneous Operational Purchases / Funding Use to Be Determined	\$ 250.00		\$ 9,085.00	
	Postage (General Correspondence)	\$ 100.00		\$ 9,185.00	
	Subtotal (Public Outreach & Operations)		\$ 9,185.00		
	Travel	Airfare (Yak. Valley to Wash DC) - 3 Delegates @ \$1000	\$ 3,000.00		(Inc. 2.5 to 3 Delegates)
Lodging (Wash DC) - 3 Delegates @ \$1250		\$ 3,750.00		(Inc. 2.5 to 3 Delegates)	
Meals & Transportation (Wash DC) - 3 Delegates @ \$350		\$ 1,050.00		(Inc. 2.5 to 3 Delegates)	
Mileage, Parking, & Lunch (Olympia) -- Four/Five Delegates - Split with DRYVE		\$ 175.00			
Subtotal (Travel)		\$ 7,975.00			
Total 2020 Budgeted Expenses		\$ 17,160.00	\$7,975.00	\$ 9,185.00	
			46%	54%	

"1x" - "One Time" Charge "P" - Partical Yearly Charge

Projected End of Calendar Year 2020 Remaining Balance: **\$ 5,369.36**



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Transfer Money

From Account

To Account

\$ mm/dd/yyyy

Pay a U.S. Bank Account

Pay Bills

Send Money with

Checking - 7291 (DARYNE)

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Account Summary

Available balance today, 10:53 a.m. **\$25,976.06**

Account Activity

Transactions **Search** [Print Transactions](#) | [Download Transactions](#)

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90 days 30

Date	Description	Check #	Deposits	Withdrawals	Account Balance
Completed Transactions					
08/15/2019	Debit Purchase -visa 08/13 card 8446 Wa Secretary Of .wa.gov Wa			\$10.00	\$25,976.06

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For U.S. Bank:

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Driving Rural Yakima Valley's Economy (DRYVE) Transportation Action Committee
Yearly Budget Accounting

Estimated Budget Expenditures for 2020 Calendar Year (Proposal)

TOTAL PROJECTED FUNDING (Carryover + 2020 Assessments):	\$ 34,976.00	
	Budget (Travel)	Budget (Outreach)
	60/40 Split	
Winter 2020 (Wash. DC & Olympia WA) Travel Expenses	60%	\$ 20,985.60
Outreach Expenses	40%	\$ 13,990.40

Stated Effort	Activity / Expense	Cost		
Public Outreach & Operations	2020 Cent. Wash. State Fair Booth Rental (1/2 share)	\$ (1,025.00)	Booth & Equip	\$ 12,965.40
	Production of 30 (ea.) - 2020 Legislative Packets	\$ (300.00)		\$ 12,665.40
	Outreach Items (Promotional Give-A-Ways)	\$ (1,000.00)		\$ 11,665.40
	2020 CWHBA Home and Garden Show (1/2 share)	\$ (500.00)	Booth & Equip	\$ 11,165.40
	2020 501[c]4 Certification w/ Secretary of State Office	\$ (10.00)	September 2020	\$ 11,155.40
	Postage (General Correspondence)	\$ (100.00)		\$ 11,055.40
	Tax Preparation (Yearly Review of Records)	\$ -	(Submit On-Line)	\$ 11,055.40
	Video / Audio Equipment (Meeting Records - Previously Approved, not obtained)	\$ -		\$ 11,055.40
	Countywide Transit Feasibility Study (Paid to YVCOG 2019)			\$ 11,055.40
	Regional Passenger Rail Feasibility Study (Previously Approved, as needed)	\$ (1,000.00)	One Time Charge	\$ 10,055.40
	Priority Project Video/Visual Development Assistance "Grant" Fund (\$1,000 Max per Jurisdiction)	\$ (2,000.00)		\$ 8,055.40
	2020 DRYVE & TRANS-Action Joint Meeting & Symposium (1/2 Share)	\$ (2,000.00)		\$ 6,055.40
	Miscellaneous Operational Purchases / Funding Use to Be Determined	\$ (250.00)		\$ 5,805.40
			Remaining Balance >>>	\$ 5,805.40
Travel	Airfare (Yak. Valley to Wash DC) - 3 Delegates @ \$1000	\$ (3,000.00)		Spring 2020 ?
	Lodging (Wash DC) - 3 Delegates @ \$1250	\$ (3,750.00)	\$ 17,985.60	Spring 2020 ?
	Meals & Transportation (Wash DC) - 3 Delegates @ \$350	\$ (1,050.00)	\$ 14,235.60	Spring 2020 ?
	Mileage, Parking, & Lunch (Olympia) -- Four/Five Delegates - Split with TRANS-Action	\$ (175.00)	\$ 13,185.60	Jan/Feb 2020 ?
			Remaining Balance >>>	\$ 13,010.60
	Total Budget	\$ (16,160.00)		
	Account Balance (Shortfall) by December 31, 2020:			\$ 18,816.00

Projected Assessment Rates (2020 January-December Calendar Year)

Jurisdiction			Projected Revenue	
		(Over 5000)		
Grandview	Active Participant (2019)	\$ 1,000.00		
Sunnyside	Active Participant (2019)	\$ 1,000.00		
Toppenish	Active Participant (2019)	\$ 1,000.00		
Wapato	Active Participant (2019)	\$ 1,000.00		
Yakama Nation	Active Participant (2019)	\$ 1,000.00		
Yakima County	Active Participant (2019)	\$ 1,000.00	\$ 6,000.00	
		(Under 5000)		
Granger	Active Participant (2019)	\$ 375.00		
Harrah		\$ -		Not Active
Mabton		\$ -		
Zillah	Active Participant (2019)	\$ 375.00	\$ 750.00	
		(Agencies)		
BIA	Federal Agency - Not Allowable	\$ -		
YCDA / New Vision	Active Participant (2019)	\$ 250.00		
Port of Grandview	Active Participant (2019)	\$ 250.00		
Port of Sunnyside	Active Participant (2019)	\$ 250.00		
WSDOT	State Agency - Not Allowable (Provides In-Kind Assist)	\$ -		
YVCOG	MPO / RTPO - Not Allowable (Provides In-Kind Assist)	\$ -	\$ 750.00	
		(Private Business)		
Granger Chamber				Not Active
Gray & Osborne, Inc	Active Participant (2019)	\$ 250.00		
HLA - Engineering	Active Participant (2019)	\$ 250.00		
MedStar Cabulance	Active Participant (2019)	\$ 250.00		
People for People	Active Participant (2019)	\$ 250.00		
Sunnyside Chamber				Not Active
Toppenish Chamber	Active Participant (2019)	\$ 250.00		
WA St. Tree Fruit Assoc.	Active Participant (2019)	\$ 250.00		
			\$ 1,500.00	
			Projected Carryover (shortfall) from 2019	\$ 25,976.00
			2020 Total Potential Funding Available	\$ 34,976.00