



PORT OF SUNNYSIDE
Commissioner Business Meeting
February 3, 2025

I. OPEN MEETING

II. GUESTS

III. CITIZEN COMMENTS

IV. DISCUSSION / ACTION ITEMS:

TAB

A. Minutes of the Special Business Meeting held on January 15, 2025, minutes of the Special Business Meeting held on January 17, 2025, and minutes of the Business Meeting held on January 21, 2025. 1

B. Payables & Payroll Listings 2

Consent Agenda

* All items listed with an asterisk (*) are routine and will be enacted by one motion. There will be no separate discussion of these items at the Business Meeting unless a commissioner requests.

*a. Minutes of the Special Business Meeting held on January 15, 2025, minutes of the Special Business Meeting held on January 17, 2025, and minutes of the Business Meeting held on January 21, 2025.

*b. Payroll issued on January 9, 2025, and January 17, 2025, in the amount of \$55,078.10, payables issued on January 24, 2025, in the amount of \$684,551.61 totaling \$739,629.71.

Suggested Motion: To approve the consent agenda as presented above.

C. INTERIM EXECUTIVE DIRECTOR 3

Suggested Motion: To authorize the purchase from Lad Irrigation in the amount of \$28,701.63 for the linear motor.

Suggested Motion: To approve the Employment Agreement between the Port of Sunnyside and Lucia Navarro and authorize Travis Jansen to sign on behalf of the Port.

Suggested Motion: To authorize Travis Jansen, as the Interim Executive Director of the Port of Sunnyside, to sign all closing documents for the Port's purchase of 2405 Reith Way, Sunnyside, Washington, from The Eye Center Sunnyside, LLC, including but not limited to the excise tax affidavit, closing statement and closing escrow instructions, which are consistent with the Real Estate Purchase and Sale Agreement signed by the Port.

D. FINANCE DIRECTOR MEMO 4

Suggested Motion: To approve Resolution 2025-01, A resolution declaring excess personal property and authorizing the disposal of excess personal property.

E. PROJECT MANAGER MEMO 5

Suggested Motion: To approve the Amendment to Commercial Lease with Jason Silva and authorize Travis Jansen to sign on behalf of the Port.

Suggested Motion: To approve the Additional Design Service Agreement with Graham Baba Architects, for the administration office tenant improvement project, and authorize Travis Jansen to sign on behalf of the Port.

V. GENERAL COMMENTS:

A. Staff Comments

B. Commissioner Comments

VI. EXECUTIVE SESSION: Real Estate, Personnel and Legal issues as allowed by RCW 42.30.110 Subsections C, G, and I respectively.

VII. ADJOURNMENT