



MINUTES OF THE BUSINESS MEETING
Held February 18, 2025

The February 18, 2025, special Business Meeting was called to order at 5:15 p.m., by President Martin. The meeting was held at the Port of Sunnyside's Business Administration Office located at 2405 Reith Way, Suite 2, Sunnyside, WA.

Commissioners and Staff present at the Business Meeting:

Arnold Martin, Commission President
Jim Grubenhoff, Commission Vice President
Tyler, Schilperoort, *Excused Absence*
Rob Faber, Legal Counsel
Travis Jansen, Operations Manager

Adam Smith, Project Manager
Delilah Saenz, Finance Director
Jasmine Chavez, Admin Assistant
Nikki Jech, Contract Specialist

GUESTS: Lucia Navarro

GUEST COMMENTS: None

The public hearing on a Resolution Adopting Amendment and Supplement No. 38 to its Comprehensive Plan of Development was opened at 5:16 p.m. by President Martin.

Rob commented that the hearing is to amend the Port's Comprehensive Plan of Development. The Port is in the process of acquiring parcel 231030-14411 (The Eye Center) to use part of the property for its administrative office, while the remaining portion will be available for lease to a potential commercial tenant. As of the meeting date, the Port has not yet acquired ownership of the property, but the closing is anticipated to happen soon.

No public comments were received.

The Public Hearing was closed at 5:21

DISCUSSION / ACTION ITEMS:

Interim Executive Director

- **Resolution 2025-03** – This resolution is a resolution adopting amendment and supplement No. 38 to its comprehensive plan of development.

Project Manager

- **St. Clair Road Project** – The project is now 65% complete. The contractor has encountered unforeseen buried utilities, which HLA's inspector has documented. Some items have exceeded our budgeted limits, while others remain under. HLA projects a 2.7% increase in overall costs due to these overruns. However, initial bids for the project came in under budget, so there are still loan and grant funds available to cover the additional expenses. A complete list of all the affected items will be put together and submitted for review and commission approval.

ACTION ITEMS:

- Motion to approve the consent agenda which includes minutes of the Business Meeting held on February 3, 2025, payroll issued on February 5, 2025, in the amount of \$51,629.25, and payables issued on February 10, 2025, in the amount of \$562,457.98, totaling \$614,087.23. Commissioner Grubenhoff moved to approve; Commissioner Martin seconded. Motion approved 2-0.
- Motion to approve Resolution 2025-03 A Resolution adopting amendment and supplement No. 38 to its comprehensive plan of development. Commissioner Grubenhoff moved to approve; Commissioner Martin seconded. Motion approved 2-0.

STAFF COMMENTS:

Nikki mentioned that WPPA is updating their website and directory, and they are asking for updated information. With the new director starting, it would be a good time to update their photos. Nikki will arrange the photoshoot and reach out to commissioners with information.

Lucia commented that she is excited to start on Monday.

COMMISSIONER COMMENTS: None

EXECUTIVE SESSION: The Executive Session was opened at 5:41 p.m. by President Martin to discuss Real Estate issues as allowed by RCW 42.30.110 Subsection C, and I, respectively. The session was expected to last 15 minutes with no action expected. The session ended at 5:56 p.m.

ADJOURNMENT:

The Business Meeting adjourned at 5:57 p.m., peace and harmony prevailing.

ATTEST:



Arnold Martin, President



Jim Grubenhoff, Vice President