



MINUTES OF THE BUSINESS MEETING
Held July 7, 2025

The July 7, 2025, 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, Commission Secretary
Rob Faber, Legal Counsel

Lucia Navarro, Executive Director
Delilah Saenz, Finance Director
Adam Smith, Project Manager
Travis Jansen, Operations Manager
Jasmine Chavez, Admin Assistant

GUESTS: LaDon Linde, Yakima County Commissioner

GUEST COMMENTS: LaDon commented that the county recently acquired the Cascade Natural Gas building in downtown Sunnyside and wanted to know if the Port may have any interest in taking a look at the building, so he can arrange a tour of the building.

DISCUSSION / ACTION ITEMS:

Executive Director

Lucia mentioned that Miriam Mendoza from Yakima Eco Systems had rented the Gravel Lot for the farmers market scheduled from July through October. She has already paid the application fee, deposit, and July rent. However, due to receiving fewer vendor applications than expected, Miriam has requested to cancel her reservation and is seeking a refund for the amounts already paid. Rob stated that he needs to conduct some research before advising on how to proceed with the matter.

Operations Manager

Treatment performance continues to fluctuate, with Darigold still having a significant impact on current issues at the plant. On a positive note, foam levels have been lower compared to last year. Parametrix is currently preparing a technical memo outlining treatment alternatives. Over the past month, several industries have exceeded their contractual discharge limits, and with the potential addition of new industries, an expansion may need to be considered. Travis is aiming to present options for the commissioners to review at the next meeting.

ACTION ITEMS:

- Motion to approve the consent agenda which includes Minutes of the Business Meeting held on June 16, 2025, Minutes of the Special Business Meeting held on July 1, 2025. Payroll issued on June 20, 2025, in the amount of \$56,372.85, and payables issued on June 25, 2025, in the amount of \$827,039.97 totaling \$883,412.82. Commissioner Schilperoort moved to approve; Commissioner Grubenhoff seconded. Motion approved 3-0.

STAFF COMMENTS:

Delilah shared that she attended the Finance Seminar with Lucia and found the information very valuable. She mentioned being especially grateful that we're not the Port of Seattle, who gave a presentation on their experience after being hacked. They were down for about three weeks and had to recover in phases. Despite having 28,000 employees, not a single paycheck was missed—they had just three days to process payroll and had to rebuild every computer. It was a major event and a real eye-opener. Overall, the seminar provided a lot of great information and opportunities to make new connections.

Arnold asked about the kind of protection we have in place, and Lucia explained that our IT services are handled by Inspire. They've reinforced our firewalls, and all suspicious emails are automatically routed to Inspire, which helps prevent curious employees from clicking on anything potentially harmful. Lucia said she trusts the work Inspire does for us but also believes there is always room for improvement, especially after hearing what the Port of Seattle went through. She wants to ensure we never experience something similar.

Lucia also shared that she attended the Finance Seminar and was very glad she went. The seminar covered a variety of topics relevant to Ports, such as bonds and security. She learned that we are one of only four ports that manage their own treasury, while most ports handle their finances through their county. It was a reminder of the comprehensive work we do as a Port and gave her great pride.

Lucia also mentioned that she and Adam recently met with Parr Lumber, as their lease is coming up for renewal. Parr Lumber is interested in expanding and is willing to fund the expansion themselves. They would also like to enter into a long-term lease with the Port. Lucia will be working with Rob on this and will keep the Commissioners informed as things progress.

COMMISSIONER COMMENTS:

Jim mentioned that he drove by Sabor Vida and noticed the sign is up, it was good to see progress being made. Adam added that there is still no official opening date, but Jason is currently working on the hood installation and coordinating inspections.

Arnold shared that he is still reviewing the expenses for the admin remodel and expressed concern about the skylight, noting it may be an unnecessary expense and could lead to higher maintenance costs in the future. He also raised the issue of direct sunlight hitting the admin office, which could make the space uncomfortable. Adam responded that he does not foresee the sunlight being a problem.

EXECUTIVE SESSION:

The Executive Session was opened at 6:15 p.m. by President Martin to discuss Real Estate, Personnel and Legal issues as allowed by RCW 42.30.110 Subsections C, G, and I, respectively. The session was expected to last 15 minutes with no action expected. The session ended at 6:30 p.m.

ADJOURNMENT:

The Business Meeting adjourned at 6:31 p.m., peace and harmony prevailing.



Arnold Martin, President

ATTEST:


Tyler Schilperoort, Secretary