



MINUTES OF THE BUSINESS MEETING Held October 6, 2025

The October 6, 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
Jasmine Chavez, Admin Assistant

GUESTS: Jason Lamiquiz, Perry Tech

GUEST COMMENTS:

Perry Tech President Jason Lamiquiz provided an update on the Sunnyside campus. He reported a 63% graduation rate in 2024, compared to the typical 87%, noting the decrease was due to a shorter enrollment period. Six of the seven construction graduates are working in construction trades, and 92% of students across the 14 programs offered are employed in their field of study. For 2025, campus utilization has increased. There are 15 students in the construction program that is scheduled to graduate in December. The Medical Assistant program, which began in the summer, is in its final section, with students preparing for graduation. Winter 2026 enrollment is full, with a waitlist, though some openings remain in the construction program. An open house is scheduled for November 1, 2025. Jason noted that Perry Tech works closely with students to secure externships, helping to create direct employment pathways in their respective fields. The current construction class is nearing completion of a home project with Habitat for Humanity. Jason expressed pride in the continued growth and utilization of the Sunnyside campus.

Jim questioned the lower graduation rate. Jason explained that each class has unique characteristics. Students are required to maintain satisfactory academic progress; those who do not may be dismissed but are eligible to re-enroll. He noted that Perry Tech has a strict attendance policy, where students manage attendance points, and running out of points can result in dismissal. Additionally, Perry enforces an instructor notification policy and follows the motto, "*Treat every day in the classroom as if it is the world of work.*" While these policies can lead to dismissal, Perry makes every effort to support struggling students and help them get back on track.

Jim asked if failure to follow instructor directions or being disrespectful could lead to dismissal. Jason clarified that such issues are handled on the academic side. Students receive weekly performance reviews, and inappropriate conduct affects their review score, which in turn impacts their overall grade.

Jim also asked whether local contractors request notification when students graduate. Jason stated that Perry's Career Services team works closely with contractors, who often participate in

events, give presentations, and host booths to connect with students and discuss future employment opportunities.

Jason expressed gratitude for the opportunity to operate in Sunnyside, noting that it is rewarding to see the community view Perry Tech as a valuable resource and benefit. His team is proud to be part of it.

Arnold shared that he is proud to support Perry Tech on behalf of the Port, noting that the program is a great addition to Sunnyside.

Tyler questioned how Perry tracks student employment after graduation. Jason explained that students are required to complete an Employment Verification Form listing their employer and job title. Perry's accreditation body requires accuracy in reporting, so a third-party verification service is used to ensure the data is correct.

Rob clarified that the Port does not have a lease with Perry Tech, but a Use Agreement as part of its economic development program. Port statutes require Perry to provide an annual update to ensure the partnership continues to create employment opportunities.

Jason thanked the Port on behalf of the board for the partnership and reiterated that they are here to serve the community.

DISCUSSION / ACTION ITEMS:

Executive Director

Lucia mentioned that Small Ports is coming up. Since YCDA's Annual Meeting will take place at the same time, Adam will attend that event on behalf of the Port.

Finance Director

Preliminary Budget – Proposed Industry rates have been provided. Industries will see a slight increase in operation rates but will see a significant decrease in debt service due to debt drop off. Some Industries may see a decrease in their monthly invoices.

A new Exhibit A has been added, which includes the 2025 budget and shows the changes from the 2025 to 2026 budget. Version 3 of the preliminary budget includes a few revisions highlighted in blue. Some salary adjustments were made to reflect updates in unemployment and insurance rates, since these rates will increase in 2026. Changes were also made to the IWW fund to more accurately reflect current-year usage and improve budgeting for 2026. Proposed industry rates have been provided.

Preliminary figures from the assessor's office have been received. The preliminary tax base is \$2.9 billion, showing no change. We do not anticipate any changes to the proposed levy rate. The only other item being monitored is the tax levy refund, which we are still waiting to receive from the assessor's office

Delilah also included an updated capital plan for IWW, changes have been incorporated into the proposed budget.

The Ports annual User Meeting will be held on October 14th at 10:00 a.m. and the rate hearing will be held on November 4th at 10:00 a.m.

Project Manager

When the second round of blowers were installed, the contractor reused the hoses from the first phase; however, couplers were needed and were purchased by Rotchy. All aerators are now running.

ACTION ITEMS:

- Motion to approve the consent agenda which includes Minutes of the Business Meeting held on September 15, 2025, and minutes of the Special Business Meeting held on September 23, 2025. Payroll issued on September 19, 2025, in the amount of \$51,830.06, and payables issued on September 25, 2025 in the amount of \$94,268.00 totaling \$146,098.06. Commissioner Grubenhoff moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.
- Motion to approve change order proposal 12 from Rotschy in the amount of \$1,435.28 for the additional camlock fittings and authorize Adam Smith to sign on behalf of the port. Commissioner Schilperoort moved to approve; Commissioner Grubenhoff seconded. Motion approved 3-0.

STAFF COMMENTS:

COMMISSIONER COMMENTS:

Jim mentioned that he was able to go over and see the new admin office. He was impressed by the size of the conference room; it is a lot bigger than he visioned. He likes to see the Port moving forward with all our current projects.

EXECUTIVE SESSION:

The Executive Session was opened at 6:10 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 30 minutes with no action expected. At 6:40 p.m. the session was extended by 5 minutes. At 6:45 the session was extended by 5 minutes. The session ended at 6:50 p.m.

ADJOURNMENT:

The Business Meeting adjourned at 6:51 p.m., peace and harmony prevailing.

ATTEST:


Arnold Martin, President


Jim Grubenhoff, Vice President