



**PORT OF SUNNYSIDE**  
**Commissioner Business Meeting**  
**November 17, 2025**

I. OPEN MEETING

II. GUESTS

III. CITIZEN COMMENTS

IV. DISCUSSION / ACTION ITEMS:

A. Minutes of the Business Meeting held on November 3, 2025, and minutes of the Rate Hearing held on November 4, 2025.

TAB

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B. Payables & Payroll Listings

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**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 Business Meeting held on November 3, 2025, and minutes of the Rate Hearing held on November 4, 2025.

\*b. Payroll issued on November 5, 2025, in the amount of \$60,273.74. Payables issued on November 10, 2025, in the amount of \$482,319.18 totaling \$542,592.92.

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

C. EXECUTIVE DIRECTOR MEMO

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D. FINANCE DIRECTOR MEMO

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Suggested Motion: To approve the appointment of Delilah Saenz, Finance Director and Lucia Navarro, Executive Director as corporate contacts on the Banner Bank credit card account.

Suggested Motion: To approve Resolution 2025-12 A Resolution declaring excess personal property and authorizing the disposal of excess personal property.

E. PROJECT MANAGER MEMO

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Suggested Motion: To approve change orders #15, #16, and #18 with M Sevigny Construction in the amount of \$3,743.29 for the Office Remodel and authorize Adam Smith to sign on behalf of the port.

Suggested Motion: To approve the additional design services with Graham Baba Architects in the amount of \$4,667.50 for the Office Remodel and authorize Adam Smith to sign on behalf of the port.

F. OPERATIONS MANAGER MEMO

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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