



MINUTES OF THE BUSINESS MEETING
Held March 2, 2026

The March 2, 2026, Business Meeting was called to order at 5:15 p.m., by President Grubenhoff. The meeting was held at the Port of Sunnyside's Administration Office located at 2405 Reith Way, Suite 1, Sunnyside, WA.

Commissioners and Staff present:

Jim Grubenhoff, Commission President
Tyler Schilperoort, Commission Vice President
Arnold Martin, Secretary
Rob Faber, Legal Counsel

Lucia Navarro, Executive Director
Delilah Saenz, Finance Director
Adam Smith, Project Manager
Travis Jansen, Operations Manager

PLEDGE OF ALLEGIANCE: Commission President Jim Grubenhoff led the Pledge of Allegiance.

GUESTS: None

GUEST COMMENTS: None

DISCUSSION / ACTION ITEMS:

Project Manager

- **Northwest Fence** – The bids for the cantilever gate were discussed. A total of five (5) bids were received for this project. Upon review of the bids, two of the bids were disqualified as the final bids received from those companies did not include the clarifications in the addendum that was provided prior to bid closing. The remaining qualifying bids were ranked based on total bid amount, and the lowest responsive bidder was Northwest Fence.
- **Elite Electrical Contracting** – The bids for the administration parking lot light project were discussed. A total of eight (8) bids were received with the lowest responsive bid coming from Elite Electrical Contracting.

ACTION ITEMS:

- Motion to approve the consent agenda which includes minutes of the Business Meeting held on February 17, 2026, and minutes of the Continued Business Meeting held on February 20, 2026. Payroll issued on February 20, 2026, in the amount of \$49,410.85, payables issued on February 25, 2026, in the amount of \$246,452.34, totaling \$295,863.19. Commissioner Schilperoort moved to approve; Commissioner Martin seconded. Motion approved 3-0.
- Motion to approve the bid from Northwest Fence in the amount of \$12,771 plus tax for the cantilever gate at operations and authorize Adam Smith to sign on behalf of the Port. Commissioner Martin moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.

- Motion to approve the bid from Elite Electrical Contracting in the amount of \$4,454.80 plus tax for the admin parking lot lights and authorize Adam Smith to sign on behalf of the Port. Commissioner Schilperoort moved to approve, Commissioner Martin seconded. Motion approved 3-0.

STAFF COMMENTS: None

COMMISSIONER COMMENTS: None

EXECUTIVE SESSION:

The Executive Session was opened at 5:31 p.m. by President Grubenhoff 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 6:01 p.m. the session was extended by 15 minutes. At 6:16 p.m. the session was extended by 15 minutes. The session ended at 6:31 p.m.

ADJOURNMENT:

The Business Meeting adjourned at 6:34 p.m., peace and harmony prevailing.

ATTEST:


Jim Grubenhoff, President


Arnold Martin, Secretary