



**MINUTES OF THE BUSINESS MEETING  
Held May 4, 2026**

The May 4, 2026, Business Meeting was called to order at 5:18 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, Commission Secretary  
Rob Faber, Legal Counsel

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

**PLEDGE OF ALLEGIANCE:** Commissioner President Grubenhoff led the Pledge of Allegiance.

**GUESTS:**

Vanessa Cervantes – Whispering Wires Ranch Custom Butchery  
Reagan Hernandez – Whispering Wires Ranch Custom Butchery

**GUEST COMMENTS:**

Reagan stated that she opposes the Sunnyside RNG project. She stated that she will continue to oppose this project and any future development in the industrial park.

Vanessa shared comments regarding her opposition to the Sunnyside RNG project.

**DISCUSSION / ACTION ITEMS:**

**Executive Director**

- **CSD Attorneys** – The Port has elected to hire CSD Attorneys to assist with matters relating to bio-gas projects.
- **Resolution 2026 – 02** – The Port needs to amend the 2026 meeting schedule to address a scheduling conflict in May and add a second meeting in July.

**Finance Director**

- **FCS Contract** – The Port is electing to hire FCS to assist with a rate study for the 2027 budget process.
- **CLA Contract** – The Port has hired CLA to assist with the annual financial report to ensure accuracy and completeness.
- **Purchasing & Contracting Policy** – As recommended by the SAO the Port has drafted a purchasing and contracting policy for Commissioner review and approval.

**ACTION ITEMS:**

- Motion to approve the consent agenda which includes minutes of the Business Meeting held on April 20, 2026. Payroll issued on April 20, 2026, in the amount of \$49,849.79. Payables issued on April 24, 2026, in the amount of \$118,092.64, totaling \$167,942.43. Commissioner Schilperoort moved to approve; Commissioner Martin seconded. Motion approved 3-0.
- Motion to approve and ratify the hiring of CSD Attorneys at Law for matters related to biogas projects. Commissioner Martin moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.
- Motion to approve Resolution 2026-02, A Resolution amending Resolution 2025-14. Commissioner Schilperoort moved to approve, Commissioner Martin seconded. Motion approved 3-0.
- Motion to approve the On-Call Financial Services contract with FCS, a Bowman Company, and authorize Delilah Saenz to sign on behalf of the Port. Commissioner Martin moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.
- Motion to ratify Lucia Navarro's signature on the Statement of Work – Client Accounting & Advisory services with CLA. Commissioner Schilperoort moved to approve, Commissioner Martin seconded. Motion approved 3-0.
- Motion to adopt the proposed Purchasing and Contracting Policy. Commissioner Martin moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.

**STAFF COMMENTS:** Adam shared paint color options for the airport hangar project.

**COMMISSIONER COMMENTS:** None

**EXECUTIVE SESSION:**

The Executive Session was opened at 5:48 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 20 minutes with no action expected. At 6:08 p.m. the session was extended by 5 minutes. At 6:13 p.m. the session was extended by 5 minutes. The session ended at 6:18 p.m.

**ADJOURNMENT:**

The Business Meeting adjourned at 6:20 p.m., peace and harmony prevailing.

**ATTEST:**

  
\_\_\_\_\_  
Jim Grubenhoff, President

  
\_\_\_\_\_  
Arnold Martin, Secretary