PORT OF SUNNYSIDE

MINUTES OF THE BUSINESS MEETING
Held June 15, 2026

The June 15, 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
Jasmine Chavez, Admin Assistant

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

GUESTS: None

GUEST COMMENTS: None

DISCUSSION / ACTION ITEMS:

Executive Director

- **Bos Refrigeration** – There was an error in calculation of $ 1,344.10 from the proposal approved at the last meeting. Approval of this item will authorize the additional funds needed to fully fund the proposal.

- **Resolution 2026-03** – This resolution declares the land improvements associated with the St. Clair Road Project as surplus and authorizes the execution of the dedication documents transferring those improvements to the City of Sunnyside. This dedication is necessary to complete the project closeout process.

- **Resolution 2026-04** – This resolution authorizes the Executive Director to extend the closing date for the Purchase and Sale Agreement between the Port and Sunnyside RNG.

Operations Manager

- **IWWTF** – Travis mentioned that May was the strongest month for treatment operations that they have had in the last several years, but there are still many improvements needed to run efficiently. He also mentioned that he will be meeting with Parametrix next week to provide comments on the partial engineering drawings that have been received.

ACTION ITEMS:

- Motion to approve the consent agenda which includes minutes of the Business Meeting held on June 1, 2026. Payroll issued on June 5, 2026, in the amount of $52,615.62. Payables issued on June 1, 2026, and June 10,2026, in the amount of $1,150,293.48 totaling $1,202,909.10. Commissioner Martin moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.

- Motion to approve the additional $1,344.10 for Bos Refrigeration for A/C unit repairs and authorize Lucia Navarro to sign on behalf of the Port. Commissioner Schilperoort moved to approve; Commissioner Martin seconded. Motion approved 3-0.

- Motion to approve Resolution 2026-03, A resolution of the Port of Sunnyside surplusing certain improvements pursuant to RCW 53.08.090(1) and authorizing the Executive Director to execute Right-of-Way Dedication Deed to the City of Sunnyside. Commissioner Martin moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.

- Motion to approve Resolution 2026-04, A resolution of the Port of Sunnyside Authorizing the Executive Director to execute amendments to the Purchase and Sale Agreement with Sunnyside RNG, LLC to extend the closing date not to exceed six months. Commissioner Schilperoort moved to approve; Commissioner Martin seconded. Motion approved 3-0.

STAFF COMMENTS:

Jasmine mentioned that registration for the Commissioners Seminar was opened and asked commissioners to let her know if they plan on attending.

Delilah mentioned that the State Auditor exit conference is on Thursday, June 18 and asked commissioners if they would like to attend.

Adam mentioned that the next Airport Advisory meeting is on Thursday, June 18.

COMMISSIONER COMMENTS:

Tyler commented that as a port Commissioner he is pleased to keep the mission of the Port of Sunnyside in promoting economic development, supporting job creation and long-term infrastructure, that benefits all residents and businesses in our Port district.

EXECUITVE SESSION:

The Executive Session was opened at 5:57 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 6:27 p.m. the session was extended by 10 minutes. At 6:37 p.m. the session was extended by 5 minutes. The session ended at 6:42 p.m.

ADJOURNMENT:

The Business Meeting adjourned at 6:43 p.m., peace and harmony prevailing.

ATTEST:

Jim Grubenhoff

Jim Grubenhoff, President

Arnold Lee Martin

Arnold Martin, Secretary