PORT OF SUNNYSIDE

MINUTES OF THE BUSINESS MEETING
Held July 23, 2026

The July 23, 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: Commission President Grubenhoff led the Pledge of Allegiance.

GUESTS: None

GUEST COMMENTS: None

DISCUSSION / ACTION ITEMS:

Executive Director

- **CSD Attorney's** – The Port has elected to hire CSD Attorney's to assist with matters related to the Pizza Vida/Sabor Vida lease.

Finance Director

- **General Policy Manual** – Chapter 13 of the Policy Manual has been updated in accordance with the State Auditor's recommendations to clarify policies regarding the use of Port-owned and private vehicles, as well as fuel card usage.

Project Manager

- **Hood Installation** – The property at 400 S. 6th Street needs to have a hood installed prior to selecting a new tenant for the site. The Port will be going out for bid for two different sizes of hoods to determine which option is best suited for the property.

Operations Manager

- **Operations Plant** – June was another good month for treatment. Lagoon 4 was lowered to approximately 5 feet, with minimal water being sent to the lagoon. The screw press was recently inspected and is in overall good condition, with some automation upgrades being evaluated. Parametrix is working on a pipeline option for Windmill Farms due to increased discharge needs.

ACTION ITEMS:

- Motion to approve the consent agenda which includes minutes of the Business Meeting held on July 6, 2026. Payroll issued on July 2, 2026, in the amount of $57,328.73. Payables issued on July 10, 2026, in the amount of $378,353.19 totaling $435,681.92. 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 ongoing matters related to the Pizza Vida/Sabor Vida lease. Commissioner Martin moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.
- Motion to repeal existing Chapter 13 of the General Policy Manual and replace with the revised Chapter 13, Port-Owned and Private Vehicle Use and Fuel Card Usage, as presented. Commissioner Schilperoort moved to approve; Commissioner Martin seconded. Motion approved 3-0.

STAFF COMMENTS: None

COMMISSIONER COMMENTS: None

EXECUITVE SESSION:
In open session Commissioner President Grubenhoff read the following:

As permitted by RCW 42.30.110(1)(c), we will hold an executive session to consider the price at which real estate will be offered when public knowledge regarding such consideration would cause a likelihood of a decreased price. Such consideration may include the following factors:

1. The proposed purchase price, both as a per acre amount and as a potential total amount.
2. The location of the subject property and its current use by the Port.
3. The amount of the Buyer's deposit, its refundability, and the anticipated closing date.
4. The anticipated timeline for the Buyer's construction after closing.
5. The Port's obligations under a potential Sale Agreement.

Final action may be taken.

The Executive Session was opened at 6:08 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 possible action expected. At 6:38 p.m. the session was extended by 12 minutes. The session ended at 6:50 p.m.

ADJOURNMENT:

The Business Meeting adjourned at 6:53 p.m., peace and harmony prevailing.

ATTEST:

Jim Grubenhoff

Jim Grubenhoff, President

Arnold Lee Martin

Arnold Martin, Secretary