



MINUTES OF THE BUSINESS MEETING
Held September 8, 2026

The September 8, 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, Commission Secretary
Rob Faber, Legal Counsel

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

Lucia informed commissioners that Sunnyside Daybreak Rotary will be using the gravel lot for a beer garden during Sunshine Days on September 12 and 13. The Port will also be sponsoring the annual walk for hope, as we have in previous years, through the use of the gravel lot.

- **ELS** – ELS is interested in renewing their lease for another year for the office space out at the Ports Operations office.

Finance Director

- **Preliminary Budget** - The 2027 preliminary budget was presented. The capital budget, debt schedule, and draft resolutions were also presented. Tax information from the county has not yet been received and will be provided once available. No significant changes are anticipated at this time; however, any changes will be presented as they arise.

Project Manager

- **Planters Hotel Exhaust Hood** – Only one bid was received for the installation of the hood, the bid came from CP Mechanical LLC in the amount of \$82,000, plus tax.

ACTION ITEMS:

- Motion to approve the consent agenda which includes minutes of the Business Meeting held on August 17, 2026. Payroll issued on August 20, 2026, in the amount of \$51,128.41. Payables issued on August 25, 2026, in the amount of \$218,473.22 totaling

\$269,601.63. Commissioner Martin moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.

- Motion to approve the lease with Ecological Land Services (ELS) 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 the bid from CP Mechanical LLC in the amount of \$82,000, plus tax, for the Planters Hotel Exhaust Hood and authorize Adam Smith to sign on behalf of the Port. Commissioner Martin moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.

STAFF COMMENTS: None

COMMISSIONER COMMENTS:

Jim commented that he is looking forward to the trip to Denmark.

EXECUTIVE SESSION:

The Executive Session was opened at 6:05 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 6:25 p.m. the session was extended by 10 minutes. At 6:35 p.m. the session was extended by 10 minutes. The session ended at 6:45 p.m.

ADJOURNMENT:

The Business Meeting adjourned at 6:46 p.m., peace and harmony prevailing.

ATTEST:


Jim Grubenhoff, President


Arnold Martin, Secretary