



MINUTES OF THE BUSINESS MEETING
Held September 21, 2026

The September 21, 2026, Business Meeting was called to order at 5:16 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
Travis Jansen, Operator
Erik Van Doren, Operations Manager
Jasmine Chavez, Admin Assistant

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

The new Ports Operations Manager, Erik Van Doren, introduced himself.

GUESTS: None

GUEST COMMENTS: None

The public hearing on the 2027 Preliminary Budget was opened at 5:20 p.m.

Legal Comments: Rob discussed the 6 requirements that needed to be met for the public hearing:

1. A preliminary budget for the ensuing fiscal year must be prepared by September 15th. RCW 53.35.010. Here, the 2027 preliminary budget was prepared by September 8, 2026.
2. The preliminary budget must be considered at a public hearing held by the Commission no earlier than September 15th and no later than the first Tuesday following the first Monday in October. RCW 53.35.020. Here, the hearing is being held on September 21, 2026.
3. Notice of the public hearing on the budget must be published once each week for two consecutive weeks in a legal newspaper within the Port district. RCW 53.35.020. Here, the notice of the public hearing was published on Wednesday, September 9, and Wednesday, September 16, with the Sunnyside Sun newspaper in Sunnyside.
4. The first publication of the notice must not be less than 9 days nor more than 20 days before the hearing. RCW 53.35.020. Here, the first publication of the notice of public hearing was published 12 days before the hearing (September 9 1st publication; September 21 hearing).
5. Increases in property taxes by individual taxing districts are limited to the lesser of inflation or 1% annually, in addition to any increases for new construction, improvements

to property, and increases in the value of state-assessed property. WAC 458-19-050(7), 458-19-020 & 458-19-005(2)(j), (m) and (o)(3). Here, the tax levy budget is to increase by \$7,269.09, which is an increase of 1% to the Port's 2026 tax levy amount of \$726,909.00. The official inflation rate will be released by the Washington Department of Revenue shortly after September 25th but it is anticipated that this inflation rate will be above 1%, thereby allowing for the full 1% increase in property taxes.

6. The tax levy for general port purposes cannot exceed \$0.45 per \$1,000.00 of assessed value of the port district. RCW 53.36.020 & WAC 458-19-050. In 2027, the Port's estimated tax base is \$3,056,745,631. The Port's proposed 2027 tax levy amount is \$734,178.00, which is a proposed 2027 levy rate of \$0.24018292 per \$1,000.00 of 2027 assessed value. Please note that this is based upon the 2027 estimated tax base and the 2027 estimated tax levy, so the levy rate is only an estimate at this time.

As of the meeting time, there were no public comments received.

Delilah presented the budget to Commissioners. She will continue to update the budget and highlight any changes as additional information is received until the budget is finalized. The Port's refund levy for 2027 is \$5,000. We are still waiting on information from Manzana and Windmill Farms before finalizing rates.

The public hearing was closed at 5:30 p.m.

DISCUSSION / ACTION ITEMS:

Executive Director

- **Resolution 2026-08** – This Resolution would allow the Port to apply for SIED funding for the potential infrastructure improvements needed to allow Windmill Farms to discharge directly to the Port's Wastewater Treatment plant.

Finance Director

- Delilah mentioned that the annual User meeting will be held on October 13th at 10:00 a.m. and the Rate Hearing will be held on November 3rd at 10:00 a.m.

Project Manager

- **Manhole Replacement** – The Port received two bids for the manhole replacements on Emerald Road. Allstar Construction Group, Inc. was the lowest bidder at \$33,816, plus tax. They will remove the two current manholes and install new ones.

Operations Manager

- **Resolution 2026-06** – This resolution authorizes the purchase of an automatic self-cleaning strainer from S.P. Kinney Engineers, Inc. for the IWWTF Capacity Improvements project. The equipment will be incorporated into the project and conveyed as part of the project bid.

- **Resolution 2026-07** – This resolution authorizes the purchase of a screw press from FKC Co., LTD for the IWWTF Capacity Improvements project. The equipment will be incorporated into the project and conveyed as part of the project bid.
- **Jet Pumps** – The Port received two bids for the jet pumps. Dynatec was the lowest bidder at \$723,732.60, plus tax. The equipment is part of the IWWTF Capacity Improvements project and is being purchased in advance due to long lead times. The equipment will be incorporated into the project and conveyed as part of the project bid.
- **Blowers** – The Port received one bid for the blowers from Dynatec in the amount of \$617,017.14, plus tax, they will be installing the blowers. The equipment is part of the IWWTF Capacity Improvements project and is being purchased in advance due to long lead times. The equipment will be incorporated into the project and conveyed as part of the project bid.

ACTION ITEMS:

- Motion to approve the consent agenda which includes minutes of the Business Meeting held on September 8, 2026. Payroll issued on September 4, 2026, in the amount of \$57,103.14. Payables issued on September 10, 2026, in the amount of \$202,096.36 totaling \$259,199.50. Commissioner Martin moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.
- Motion to approve Resolution 2026-08, A Resolution of the Port of Sunnyside, Yakima County, Washington, approving and authorizing the Sunnyside Port District application for Supporting Investment in Economic Development (SIED) funds for aid in constructing infrastructure to support a new industrial wastewater user to the Port's Industrial Wastewater Treatment Facility (IWWTF). Commissioner Schilperoort moved to approve; Commissioner Martin seconded. Motion approved 3-0.
- Motion to approve the bid from Allstar Construction Group in the amount of \$33,816.00, plus tax, for the Emerald Road Manhole Replacement 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 Resolution 2026-06, A Resolution establishing a sole source provider and authorizing the purchase of equipment from S.P. Kinney Engineers, Inc. for the Industrial Wastewater Treatment Facility. Commissioner Schilperoort moved to approve; Commissioner Martin seconded. Motion approved 3-0.
- Motion to approve Resolution 2026-07, A Resolution establishing a sole source provider and authorizing the purchase of equipment from FKC CO., LTD. for the Industrial Wastewater Treatment Facility. Commissioner Martin moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.
- Motion to award the bid in the amount of \$723,732.60, plus tax, to Dynatec Systems for the IWWTF Jet Pumps 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 award the bid in the amount of \$617,017.14, plus tax, to Dynatec Systems for the IWWTF Blowers and authorize Lucia Navarro to sign on behalf of the Port. Commissioner Martin moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.
- Motion to approve the Access Agreement with Viking Oar and authorize Lucia Navarro to sign on behalf of the Port. Commissioner Schilperoort moved to approve; Commissioner Martin 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 6:21 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 10 minutes with no action expected. The session ended at 6:31 p.m.

ADJOURNMENT:

The Business Meeting adjourned at 6:32 p.m., peace and harmony prevailing.

ATTEST:


Jim Grubenhoff, President


Arnold Martin, Secretary