



MINUTES OF THE BUSINESS MEETING
Held July 16, 2018

The July 16, 2018 Business Meeting was called to order at 5:15 p.m., by President Martin. The meeting was held at the Port of Sunnyside's Administration Office located at: 2640 E. Edison Avenue, Ste. 1, Sunnyside, WA.

Commissioners and Staff present at the Business Meeting:

Arnold Martin, Commission President
Jim Grubenhoff, Commission Vice President – excused absence
Tyler Schilperoort, Commission Secretary
Jay Hester, Executive Director
Lucia Navarro, Administrative Assistant
Rob Faber, Legal Counsel

GUESTS: None

DISCUSSION/ACTION ITEMS:

EXECUTIVE DIRECTOR:

- Jay presented Resolution 2018-06 A Resolution Updating the Port's Promotional Hosting Policy. These updates were recommended by the State Auditor's office and better define allowable expenditures for Promotional Hosting. Commissioner Schilperoort asked for an example of a promotional hosting expense. Jay told him under this policy the Port is able to take the owner of a potential new Sunnyside business development out for dinner. The allowable expenses under this policy must be directly related to bringing new industry and/or trade developments to our community.
- Resolution 2018-07 A Resolution Establishing the Port's Trade Development Policy was discussed. This policy was created to establish the criteria that events need to meet in order for the Port to be able to provide sponsorship.

GENERAL COMMENTS:

Staff Comments: Jay shared with Commission that the Port's current farm leases will be expiring this year. The Port can either go out for bid or renegotiate the contracts with our current tenants. Commissioner Schilperoort asked if the Port is obligated to go out for bid for these farm leases to which Jay responded no. There is no law that states these leases must be bid on prior to their expiration. Commissioner Schilperoort asked how other Port's handle their farm leases. Jay responded that most Port's do not have farm land that they lease out.

He suggested that the Port begin renegotiating their current farm leases and if a reasonable agreement cannot be met then the Port can go out for bid. Commissioner Schilperoort asked why the Port's farmland is so inexpensive compared to other farm land. Commissioner Martin responded that the prices were comparable when they were set 5 years ago. Jay suggested that the Port update the rental rates and provide the current renters the first opportunity to retain the contract.

Jay also shared his experience at the recent Executive Director's Seminar. He received a lot of positive feedback from other Port's in regards to everything that the Port of Sunnyside is doing for our community.

Legal Comments: None

Commissioner Comments: Commissioner Schilperoort asked why they weren't able to answer Andy McNabb's (Daily Sun News) questions after the previous Port meeting was adjourned. Rob responded that the question could have been answered if it had been asked during the meeting. That was the time for any business to be handled by the Commissioners. Once the meeting was adjourned the time for business to be discussed had concluded and the Commissioners could not answer any questions as a group.

Commissioner Schilperoort asked if they are allowed to join meetings via phone conference. Jay responded that it was allowable if they are not able to be physically present.

ACTION ITEMS:

- Motion to approve Resolution 2018-06 A Resolution Updating the Port's Promotional Hosting Policy. Commissioner Schilperoort moved to approve, Commissioner Martin seconded. Motion approved 2-0.
- Motion to approve Resolution 2018-07 A Resolution Establishing the Port's Trade Development Policy. Commissioner Schilperoort moved to approve, Commissioner Martin seconded. Motion approved 2-0.
- The consent agenda includes:

Minutes of the Business Meeting held on July 2, 2018. Payroll issued on July 5, 2018 in the amount of \$33,719.81, payables issued on July 10, 2018 in the amount of \$182,972.83, totaling \$216,692.64. Commissioner Schilperoort moved to approve, Commissioner Martin seconded. Motion approved 2-0.

EXECUTIVE SESSION: The Executive Session was opened at 6:10 p.m. by President Martin to discuss real estate and legal issues as allowed by RCW 42.30.110 subsection C & I respectively. The session was expected to last 5 minutes. The session closed at 6:15 p.m.

ACTION ITEMS: No action was taken.

ADJOURNMENT: The Business Meeting adjourned at 6:18 p.m., peace and harmony prevailing.



Arnold Martin, President

ATTEST:


Tyler Schilperoort, Secretary