



MINUTES OF THE BUSINESS MEETING
Held September 17, 2018

The September 17, 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
Tyler Schilperoort, Commission Secretary
Jay Hester, Executive Director
Nicole Jech, Finance Officer
Lucia Navarro, Administrative Assistant
Rob Faber, Legal Counsel

GUESTS: None

The public hearing on the 2019 Preliminary Budget was opened at 5:16 p.m. by President Martin.

Legal Comments: Rob Faber reviewed the 6 requirements for needed to be met for the Public Hearing on the 2019 Preliminary Budget:

1. A preliminary budget for the ensuing fiscal year must be prepared by September 15, 2018. The Port's preliminary budget was prepared and presented to the commissioner on Tuesday, September 4, 2018.
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 Tuesday following the first Monday in October per RCW 53.35.020. Here, the hearing is being held September 17, 2018.
3. Notice of the public hearing on the budget must be published once a 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 Friday, September 7, and Friday, September 14 with the Daily Sun News 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 10 days before the hearing (September 7, 1st publication; September 17 hearing).
5. Increases in property taxes by individual taxing districts are limited to the lessor 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 increasing from \$600,950.65 for 2018, to \$606,960.15 for 2019, which is an increase of 1%. Additionally, the implicit price deflator shows inflation to be more than 1% for the most current year.

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 2018, the Port's assessed valuation was \$1,513,049,820, and the Port's 2018 tax levy amount was \$600,950.65, which is a 2018 levy rate of \$0.39717836.

As of meeting time there were no written public comments.

Citizen Comments: None

Comments: Commissioner Grubenhoff commented that the taxes are only about \$0.39 per \$1,000 of assessed value. He asked if this information is published in the local newspaper to inform the community of the Port's commitment to be prudent with its spending. Commissioner Martin asked Nikki to provide a brief synopsis of the current budget as presented. Nikki shared that there has been an overall 13% decrease in the general fund budget from last year, and a 1.5% overall decrease in the IWW budget.

The public hearing on the 2019 Preliminary Budget was closed at 5:31 p.m. with no further comments or questions.

Guest Comments: None

DISCUSSION/ACTION ITEMS:

FINANCE OFFICER:

- Nikki presented a draft of the 2019 budget to the Commissioners. Jay shared that staff are currently working on finalizing the capital project numbers for next year. Commissioner Grubenhoff asked when the industry meeting is set to take place this year. Jay responded that the user meeting is scheduled for October 9.

EXECUTIVE DIRECTOR:

- Jay reviewed the CERB agenda packet with the commissioners for the reception and tour that will take place on Wednesday, September 19 and Thursday, September 20 respectively.
- The Ag Forestry event that was held at Co Dinn Cellars on September 13, 2018 was discussed. Jay shared that many business leaders were in attendance and many compliments were given to the Port for the work that has been completed at Co Dinn Cellars and Varietal Brewing Company. Commissioner Schilperoort stated that it was a good meeting that focused on a commitment to ag & leadership, which is a great idea.

GENERAL COMMENTS:

Staff Comments: Jay provided a brief summary of the Ag Forestry meeting that took place at Varietal and Co Dinn Cellars on Thursday, September 13, 2018. He stated that several business leaders were in attendance and many compliments were given to the Port for the redevelopment of Co Dinn Cellars and Varietal Brewing Company.

Legal Comments: None

Commissioner Comments: None

ACTION ITEMS:

- The consent agenda includes:

Minutes of the Business Meeting held on September 4, 2018. Payroll issued on September 4, 2018 in the amount of \$38,539.59, payables issued on September 10, 2018 in the amount of \$180,875.04, totaling \$219,414.63. Commissioner Schilperoort moved to approve, Commissioner Grubenhoff seconded. Motion approved 3-0.

- Motion to approve the lease extension with Ecological Land Services and authorize Jay Hester to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Schilperoort seconded. Motion approved 3-0.

EXECUTIVE SESSION: The Executive Session was opened at 6:00 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 10 minutes. At 6:10 p.m. the session was extended for ten minutes by President Martin. At 6:20 p.m. a five minute extension was called by President Martin. The session closed at 6:25 p.m.

ADJOURNMENT: The Business Meeting adjourned at 6:30 p.m., peace and harmony prevailing.



Arnold Martin, President

ATTEST: 

Tyler Schilperoort, Secretary