



MINUTES OF THE BUSINESS MEETING
Held September 18, 2023

The September 18, 2023, Business Meeting was called to order at 5:15 p.m., by President Schilperoort. The meeting was held at the Port of Sunnyside's Business Administration Office located at 2640 E. Edison Avenue, Suite 1, Sunnyside, WA.

Commissioners and Staff present at the Business Meeting:

Tyler Schilperoort, Commission President
Arnold Martin, Commission Vice President
Jim Grubenhoff, Commission Secretary
Rob Faber, Legal Counsel

Jay Hester, Executive Director
Adam Smith, Project Manager
Delilah Seanz, Finance Director
Jasmine Chavez, Administrative Assistant

GUESTS:

Maria Fernandez – Ella
Jorge Galvan

GUEST COMMENTS:

The public hearing on the 2024 Preliminary Budget was opened at 5:15 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 2024 preliminary budget was prepared by September 5, 2023.
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 18, 2023.
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 6, and Wednesday, September 13, 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 6 1st publication; September 18 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 increasing by \$6,738.00, which is an increase of 1% to the Port's 2023 tax levy amount of \$673,860.00. Any additional increase in the tax levy budget is due to new construction, improvements to property, and increases in the value of state-assessed property.

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 2023, the Port's assessed valuation was \$2,335,756,115, and the Port's 2023 tax levy amount was \$673,860.00 which is a 2023 levy rate of \$0.28850 per \$1,000.00 of assessed value.

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

The public hearing was closed at 5:20 p.m.

DISCUSSION / ACTION ITEMS:

FINANCE DIRECTOR:

A draft budget was presented to commissioners for review. The draft budget will be presented at every meeting until the budget has been adopted, and any minor changes will be highlighted in red. We are still working with FCS to finalize rates. The User meeting will be held on October 10th.

EXECUTIVE DIRECTOR:

- **Farm Ground Leases** – Lease extensions were presented for all current farm rental properties. All farm leases are set to terminate on November 30, 2023, but we are looking to extend them for 1 year. All other terms and conditions of the agreements remain in effect.

STAFF COMMENTS: None

COMMISSIONER COMMENTS: None

ACTION ITEMS:

The consent agenda includes:

- Minutes of the Business Meeting held on September 5, 2023. Payroll issued on September 5, 2023, in the amount of \$54,881.56 and Payables issued on September 8, 2023, in the amount of \$156,393.37 and totaling \$211,274.93. Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve the farm lease extension of 17 acres of farmland and 13.77 acres of pasture to Randy Schutt and authorize Jay Hester to sign on behalf of the Port. Commissioner Grubenhoff moved to approve; Commissioner Martin seconded. Motion approved 3-0.
- Motion to approve the farm lease extension of 96 acres of farmland to Randy Schutt and authorize Jay Hester to sign on behalf of the Port. Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 3-0.

- Motion to approve the farm lease extension of 33.5 acres of farmland to Markus Rollinger and authorize Jay Hester to sign on behalf of the Port. Commissioner Grubenhoff moved to approve; Commissioner Martin seconded. Motion approved 3-0.
- Motion to approve the farm lease extension of 9 acres of farmland to Duane Schutt and authorize Jay Hester to sign on behalf of the Port. Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve the farm lease extension of 32.76 acres of farmland to Naron Berg and authorize Jay Hester to sign on behalf of the Port. Commissioner Grubenhoff moved to approve; Commissioner Martin seconded. Motion approved 3-0.
- Motion to approve the Extension of Farm Lease of 387.84 acres of farmland to Klompe Dairy and authorize Jay Hester to sign on behalf of the Port. Commissioner Martin moved to approve; Commissioner Grubenhoff seconded. Motion approved 3-0.

EXECUTIVE SESSION The Executive Session was opened at 5:46 p.m. by President Schilperoort to discuss Real Estate, Personnel and Legal issues as allowed by RCW 42.30.110 Subsections C, and G respectively. The session was expected to last 20 minutes with no action expected. The session ended at 6:06 p.m.

ADJOURNMENT: The Business Meeting adjourned at 6:11 p.m., peace and harmony prevailing.



 Tyler Schilperoort, President

ATTEST:



 Jim Grubenhoff, Secretary