



MINUTES OF THE BUSINESS MEETING
Held April 15, 2024

The April 15, 2024, Business Meeting was called to order at 5:15 p.m., by President Martin. The meeting was held at the Port of Sunnyside's Business Administration Office located at 2405 Reith Way, Suite 2, Sunnyside, WA.

Commissioners and Staff present at the Business Meeting:

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

Adam Smith, Project Manager
Travis Jansen, Operations Manager
Delilah Saenz, Finance Director
Nikki Jech, Contract Specialist

GUESTS:

Felicitas Rodriguez – Ella
Vicky Frausto – City Council
Maria Fernandez – Ella
Matt Paxton – CSD Attorneys at Law (Via Zoom)

GUEST COMMENTS: None

DISCUSSION / ACTION ITEMS:

Executive Director

- **SVID Temporary Water Transfer Agreement** – This is a drought year for both Roza Irrigation and SVID. To help with this problem the Port can temporarily sign over water rights to approximately 238 of its acres. The Port has paid the irrigation bills on the property but will receive compensation at an approximate rate of \$750 per acre in exchange for the water usage. This does affect three of the Port's current farm tenants, but they were all agreeable to the decision. The transfer agreement must still be approved by the SVID board.

Project Manager

- **Inspire Tenant Improvement Project (Change Request #04)** – During the design phase of the project, there was a misunderstanding regarding the number of mini-split systems that need to be installed. Change request #04 will cover the additional installation cost in the amount of \$16,555.41. Inspire has requested that due to the confusion, they are asking for the Port to cover the additional cost.
- **Inspire Tenant Improvement Project Suite 2 & 3** – New remodeling plans of Suite 2 & 3 have been submitted to the Port for review. Per the lease agreement, Inspire will be covering the remodeling costs.

*Denotes item out of the normal order of events.

***GUEST COMMENTS:** Maria commented outside of the comment period and inquired about the full rent amount that Inspire pays. Jay responded \$150,000 per year.

ACTION ITEMS:

- Motion to approve the consent agenda which includes minutes of the business meeting held on April 1, 2024, payroll issued on April 5, 2024, in the amount of \$52,864.32, payables issued on March 28, 2024, and April 10, 2024, in the amount of \$728,031.59, totaling \$780,895.91. Commissioner Grubenhoff moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.
- Motion to approve the 2024 Conditional, Temporary Water Transfer Agreement with SVID and authorize Jay Hester to sign on behalf of the Port. Commissioner Schilperoort moved to approve; Commissioner Grubenhoff seconded. Motion approved 3-0.
- Motion to approve change request #4 in the amount of \$16,555.41 for the installation of the mini-split air conditioner unit in suite 4 and authorize Adam Smith to sign on behalf of the Port. Commissioner Grubenhoff moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.
- Motion to approve the remodeling plans for suite 1 and 2 for Inspire Development Centers and authorize Adam Smith to sign on behalf of the Port. Commissioner Schilperoort moved to approve; Commissioner Grubenhoff seconded. Motion amended to approve the remodeling plans for suites 2 and 3 (rather than 1 and 2, which was a typo). Commissioner Grubenhoff moved to amend; Commissioner Schilperoort seconded. Motion approved 3-0.

STAFF COMMENTS: None

COMMISSIONER COMMENTS: None

EXECUTIVE SESSION:

The Executive Session was opened at 5:38 p.m. by President Martin 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 15 minutes with possible action. The session ended at 5:53 p.m.

ACTION ITEMS:

Motion to award the construction contract for the Midvale Park Street and Utility Improvements, in the amount of \$8,298,767.76, to Interwest Construction, Inc., and to authorize Jay Hester to sign on behalf of the Port subject to the statutory requirements of RCW 39.04.105. To the extent that Interwest's bid has any technicalities or irregularities, those technicalities and irregularities are hereby waived. Commissioner Grubenhoff moved to approve; Commissioner Schilperoort seconded. Motion approved 3-0.

*Denotes item out of the normal order of events.

ADJOURNMENT:

The Business Meeting adjourned at 5:57 p.m., peace and harmony prevailing.



Arnold Martin, President

ATTEST:



Jim Grubenhoff, Vice President