



MINUTES OF THE BUSINESS MEETING
Held August 7, 2017

The August 7, 2017 Business Meeting was called to order at 5:15 p.m., by Vice-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:

Jeff Matson, Commission President – Excused Absence
Arnold Martin, Commission Vice President
Jim Grubenhoff, Commission Secretary
Jay Hester, Executive Director
Travis Jansen, Project Manager
Nicole Jech, Finance Officer
Rob Faber, Legal Counsel

Tyler Schilperoort - Guest

Citizen Comments: Tyler commented that he is glad to be here.

PROJECT MANAGER: A typed memo was presented and the following items were discussed; (a copy of the memo is available upon request).

- Travis presented Addendum #2 with Meier Architecture and Engineering in the amount of \$35,827.53 for design and construction management at the Wine Production Facility. The estimated budget had been exceeded for a few reasons. It was explained to the Commission that due to the uniqueness of the project, it was more difficult than originally anticipated, thus requiring more time and changes. In addition to that, the Contractor needed some extra direction, supervision and site visits than normal. These factors all had a role in adding additional costs to the project.
- Travis discussed the recent walkthrough of the Funny Farm building for the Brewery Project that is currently out for bid. There was a good turnout of at least 20 individuals that showed interest in the project. Bids for the project are due Thursday, August 10th.

GENERAL COMMENTS:

Staff Comments: Jay mentioned that the Port received a letter from an interested party in regards to the Sunnyside Beauty Academy space that will be available soon. It is unclear if this person would like to operate a school or just a salon. Jay asked if the Port is interested in continuing incubator rental of that space. The Commissioners expressed their interest in learning more about this persons plan before deciding what should be done with the space. Jay also mentioned that there were two other individuals interested in the space as well.

ACTION ITEMS:

- The consent agenda includes:

Minutes of the Business Meeting held on July 17, 2017. Payroll issued on July 20, 2017 in the amount of \$43,744.79 and on August 4, 2017 in the amount of \$55,036.23. Payables issued on July 25th & 27th, 2017 in the amount of \$93,394.17 totaling \$192,175.19. Commissioner Grubenhoff moved to approve, Commissioner Martin seconded. Motion approved 2-0.

- Motion to approve Addendum #2 with Meier Architecture & Engineering in the amount of \$35,827.53 for design and construction management at the Wine Production Facility and authorize Travis Jansen to sign on behalf of the Port. Commissioner Grubenhoff moved to approve, Commissioner Martin seconded. Motion approved 2-0.

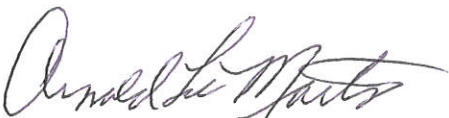
Commissioner Comments: Jim commented that he celebrated his 61st birthday last week.

Arnold commented that it has been an interesting week with the high summer temperature and all the smoke from the fires nearby. He also mentioned that it is great to see water in the canals.

Legal Comments: Rob commented that he did not have much to comment on at this time because he was gone all week. He and his family were moving their son off to his first year of college.

EXECUTIVE SESSION: The executive session was called to order at 5:40 p.m. by Vice 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. The executive session closed at 5:50 p.m. by Vice President Martin.

ADJOURNMENT: The Business Meeting adjourned at 5:53 p.m., peace and harmony prevailing.



Arnold Martin, Vice President

ATTEST:


Jim Grubenhoff, Secretary