

PORT OF GRANDVIEW

Regular Meeting #9
Tuesday, September 12th, 2023 6:00 p.m.

1313 W. Wine Country Rd., Suite #101
Grandview, Washington 98930

MINUTES

1. CALL TO ORDER

The meeting was called to order by President Richard Shenyer at 6:00 p.m. on Tuesday, September 12th, 2023 at 1313 W. Wine Country Rd., Suite #101, Grandview, Washington and via Zoom teleconference. Present were Commissioners Richard Shenyer, Frank Lyall, and Jim Sewell, and Executive Director Randy Tucker.

2. PUBLIC PARTICIPATION – none

3. CONSENT AGENDA

a) Warrant Approval – 610-0210 – General Fund

- Warrants #6461 to #6474 in the amount of \$10,450.19

b) Warrant Approval – 610-0220 – Construction Fund

- Warrant #1055 in the amount of \$101.96

c) Minutes of the August 8th, 2023 Regular Meeting

Commissioner Sewell moved and Commissioner Lyall seconded a motion to approve the Consent Agenda. Motion carried.

4. COMMUNICATIONS – Written & Oral

a) Yakima Co. Treasurer Reports Fund Bal. 9/1/2023

610-0210 - \$ 113,485.65

610-0220 - \$ 29,950.52

610-0240 - \$ 326.30

TIP - \$ 1,598,322.00

b) Port Auditor's Monthly Budget Report

c) Outstanding Debt Reports

d) Loan Debt Service

Commissioner Sewell moved and Commissioner Lyall seconded a motion to approve the Communication Reports. Motion carried.

5. EXECUTIVE SESSION – No executive session was necessary

6. OLD BUSINESS

- #### a) Wallace Way West – The Executive Director reported that Puterbaugh Construction has been hired to install the 4' x 4' x 4" Pad to support the Cluster Box. The Heitzman's will start their construction on Lot 1 in 2024. They have separated their lot to sell to the Big Weezy's BBQ Pub.

b) Grandview Business Park

- i. Infrastructure Improvements Lot 1,2,3** – Randy reported on the city requirements that will be needed on all lots on Bethany Road. Curb, gutter and some asphalt, no sidewalk.
- ii. Truck Plaza Update** – Raman Malhi is still working on engineering for the Truck Plaza. Estimated timeline to submit project to bid is November 8th, 2023.
- iii. Lot 3 Closing update** – Juan Arteaga closed on Lot #3 on September 13th, 2023.

c) Port Retreat – Update Comprehensive Plan – Randy is planning to have the draft of the Comprehensive Plan by October 20th for review before the WPPA Conference.

d) Executive Director’s Report

- i. WPPA Economic Development Committee Meeting** – Randy attended the WPPA Economic Development Committee, chaired by Diahann Howard ED for Port of Benton. Discussion focused on Business Development and growing markets and how to help the private sector learn more about the Ports.
- ii. Newsletter Planning** – Port Newsletter should be ready by the next meeting.

7. NEW BUSINESS

a) 2024 Preliminary Budget Review – Budget was reviewed and the Budget Hearing was set for October 3rd, 2023, at 6:00 PM at the Port office.

b) Set Budget Hearing and Dates for Notice –

c) Motions and Resolutions for Budget – Discussion followed about the Motions and Resolutions for the upcoming meeting.

d) Yakima Co. Treasurer New Signature Card, Key Bank – A New Signature Card is required by Key Bank. All Commissioners signed the new card. Randy will forward on to Peterson’s Accounting for their Signatures.

e) Accounting Updates

i. US Bank Admin Fee

ii. US Bank Check

iii. General Deposit Signature Change – Randy has changed the Digital Signature to Randy Tucker on the Treasurer’s General Deposit Form.

iv. ACH Payroll Taxes

8. UPCOMING EVENTS

- a) **Sept. 21-22, 2023** – WPPA 2023 Environmental Seminar, Silver Cloud Hotel, Point Ruston, Tacoma
- b) **Oct. 26-27, 2023** – WPPA 2023 Small Ports Seminar, Campbell's Resort, Chelan
- c) **Nov. 16-12, 2023** – Washington State Grape Society Annual Meeting & Trade Show, Grandview, WA.
- d) **Dec. 6-8, 2023** – WPPA 2023 Annual Meeting, Hilton Vancouver

9. ADJOURNMENT – The meeting adjourned at 7:54 p.m.

The next Regular Meeting will be held at 6:00 p.m. on Tuesday, October 10th, 2023, at 1313 W. Wine Country Rd., Suite #101, Grandview, Washington and via Zoom teleconference.

Respectfully submitted,

Frank Lyall, Secretary