

PORT OF GRANDVIEW

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

REGULAR MEETING

Tuesday, October 8th, 2024
6:00 p.m.

MINUTES

1. CALL TO ORDER

The meeting was called to order by President Lyall at 6:12 p.m. on Tuesday, October 8th, 2024. Present were Commissioners Frank A. Lyall, Richard Shenyer, and Jim Sewell, Executive Director Randy Tucker, and Office Assistant Felicia Peña.

2. PUBLIC HEARING – 2025 BUDGET

The 2024 Budget Public Hearing was called to order by President Lyall at 6:12 p.m.

- a) **Public Comments** - none
- b) **Comments made by mail or e-mail** – none
- c) **Commissioners’ comments** – none
- d) **Closing** – The Public Hearing was closed at 6:18 p.m.

3. MOTION TO ADOPT THE 2025 BUDGET

Commissioner Shenyer moved and Commissioner Sewell seconded a motion to adopt the 2025 Port of Grandview Budget (see attachment). Motion carried.

4. PUBLIC PARTICIPATION – None.

5. CONSENT AGENDA

- a) **Warrant Approval** – 610-0210 – General Fund
 - Warrant #6722 to #6742 in the amount of \$90,652.11
 - Warrant #6744 in the amount of \$164.32
 - Warrant #6743 in the amount of \$1,089.67

b) **Minutes** of the September 10th, 2024 Regular Meeting

Commissioner Sewell requested an amendment to remove information regarding Shonan property from the minutes of the September 10th, 2024 Port of Grandview Regular Board Meeting.

- c) **Minutes** of the September 17th, 2024 Special Meeting
- d) **Minutes** of the September 27th, 2024 Special Meeting

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

6. COMMUNICATIONS – Written & Oral

a) **Yakima Co. Treasurer Reports Fund Bal. 10/5/2024**

610-210	- \$	113,493.55
610-0220	- \$	815.93
610-0240	- \$	1,050.86
TIP	- \$	2,856,322.00

b) **Port Auditor’s Monthly Budget Report**

c) **Loan Debt Service**

d) **Outstanding Debt Report**

Commissioner Sewell moved and Commissioner Shenyer seconded a motion to accept the Communications Reports. Motion carried.

7. **OLD BUSINESS**

a) **Wallace Way West**

- i. **Jason Tolman Project** – Executive Director Tucker offered for the Port to take excess dirt from the building site.
- ii. **CBU Mailbox** – Tolman Commercial Properties, LLC will be sent an invoice to cover their share of the cost of the mailbox for future tenants on the Wallace Way West property.

b) **Heitzman Lot Update**

- i. **Closing 15th of October – \$72,597.09** – Commissioners discussed plans to finalize the purchase between the Port of Grandview and Terry and Delmer Heitzman. President Lyall and Terry and Delmer Heitzman will sign by October 15th, 2024.
- ii. **Record Covenant** – Commissioners agreed not to record a covenant for the property being sold by Heitzman until after the Port of Grandview has acquired, then sold said property.

c) **Shonan** – Commissioners inquired about the land appraisal value of the Shonan property.

8. **NEW BUSINESS**

a) **Upcoming Audit – First Half of December** – The Office of the Washington State Auditor has agreed to schedule the Port of Grandview’s non-federal audit sometime in early December 2024.

b) **Authorize Executive Director to sign Petersen Invoice** – Commissioners and staff discussed cases where virtual signatures from the Commissioners are needed. Commissioners agreed to have Director Tucker look into creating a DocuSign account for the Port.

9. **OTHER BUSINESS**

a) **Lineage Property Proposal** – Commissioners discussed a possible future partnership with Lineage.

b) **Rent 2025** – Tim Nelson reached out to let the Port know there will be an increase in rent starting January 2025.

- c) **Port of Sunnyside 60th Anniversary** – Executive Director Tucker reported on the event.
- d) **Environmental Seminar** – Commissioner Lyall and Director Tucker discussed their experience at the WPPA seminar in Walla Walla.

10. **UPCOMING EVENTS**

- a) **October 24th – 25th** – WPPA Small Ports Seminar, Lake Chelan
Commissioners and staff are registered.
- b) **November 21st–22nd** – WSGS Annual Meeting & Trade Show, Grandview
- c) **December 2nd – 4th** – WA State Dairy Conference Annual Meeting & Trade Show, Pasco
- d) **December 11th – 13th** – WPPA Annual Meeting, Bellevue
- e) **February 10th–12th, 2025** – WA Winegrowers Trade Show

11. **EXECUTIVE SESSION** – No Executive Session was held.

12. **ADJOURNMENT** – The meeting adjourned at 7:35 p.m.
The next Regular Meeting will be held at 6:00 p.m. on Tuesday, November 12th, 2024, at 1313 W. Wine Country Rd., Suite #101, Grandview, Washington.

Respectfully,

C. James Sewell, Secretary