

PORT OF GRANDVIEW

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

REGULAR MEETING

Tuesday, January 14th, 2025
6:00 p.m.

MINUTES

1. CALL TO ORDER

The meeting was called to order by President Sewell at 6:03 p.m. on Tuesday, January 14th, 2025. Present were Commissioners Jim Sewell, Richard Shenyer, and Frank A. Lyall, Executive Director Randy Tucker, and Office Assistant Felicia Peña.

2. PUBLIC PARTICIPATION – None.

3. CONSENT AGENDA

a) Warrant Approval – 610-0210 – General Fund

- Warrant #6779 to #6795 and #6797 to #6800 in the amount of \$17,401.78
- Warrant #6796 in the amount of \$710.26

b) Minutes of the Thursday, December 12th, 2024 Regular Meeting

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

4. COMMUNICATIONS – Written & Oral

a) Yakima Co. Treasurer Reports Fund Bal. 1/2/2025

610-210	- \$	105,202.51
610-0220	- \$	815.93
610-0240	- \$	1,218.94
TIP	- \$	2,856,322.00

b) Port Auditor's Monthly Budget Report

c) Loan Debt Service

d) Outstanding Debt Report

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

5. OLD BUSINESS

a) Wallace Way West

- Jason Tolman Project – Buildings A, B, and C of the first wing building are close to being finished.
- Barajas Lot – Executive Director Tucker will continue discussions with Barajas about plans for the lot on Wallace Way.
- Shonan – Commissioners discussed activity at the Shonan facility.

b) Grandview Business Park – Executive Director Tucker updated Commissioners on the designation of the structures currently being constructed: a truck wash, fuel canopies, and a truck repair shop.

6. NEW BUSINESS

a) Audit Update – Port of Grandview staff recently answered Audit Lead Jaylene Anguiano's questions about the policies and procedures concerning invoice approval.

- b) **Port of Grandview Scholarship** – Commissioners discussed methods to gain applicants and recipients of the Port of Grandview Commissioner Ronald E. Grow, DDS Memorial Scholarship.
- c) **Chino Valley Truck Wash** – S.S. Skikos Trucking, Inc. has purchased the truck wash company and plans an extension.
- d) **Resolution No. 25-01** – A Resolution Approving Sale of Real Property

Commissioner Lyall moved and Commissioner Shenyer seconded a motion to approve Resolution No. 25-01 A Resolution Approving Sale of Real Property. Motion carried.

**RESOLUTION NO. 25-01
A RESOLUTION OF THE PORT OF GRANDVIEW
APPROVING THE SALE OF REAL PROPERTY**

WHEREAS, the Port is authorized by RCW 53.08.090 to sell real property owned by the Port no longer needed for Port purposes.

WHEREAS, the real property described in Exhibit 1 attached to this Resolution (hereafter "Property") is no longer needed by the Port for public purposes and the Port has determined to sell the Property for development by private parties.

WHEREAS, SHIRLY ESCOBAR SOLIS AND ENRIQUE TREJO, a married couple, has submitted the Real Estate Contract attached to this Resolution as Exhibit 1 to the Port for the purchase of the Property.

NOW, THEREFORE, BE IT RESOLVED by the Port Commission of the Port of Grandview as follows:

1. *The Property described in the Exhibit 1 is declared to be excess to the future needs of the Port of Grandview and the Port shall sell the real property.*
2. *The Port of Grandview shall enter into the Real Estate Purchase and Sale Agreement in the form attached to this Resolution as Exhibit 2 to sell the Property to **SHIRLY ESCOBAR SOLIS AND ENRIQUE TREJO**.*
3. *The Port of Grandview shall close the sale of the real property in accordance with the provisions of the Real Estate Purchase and Sale Agreement in the form attached to this Resolution as Exhibit 2.*

IT IS FURTHER RESOLVED that the President of the Port Commission of the Port of Grandview is authorized to execute the Real Estate Purchase and Sale Agreement on behalf of the Port in the form attached to this Resolution with any modifications necessary to make the Agreement effective between the Port and SHIRLY ESCOBAR SOLIS AND ENRIQUE TREJO.

IT IS FURTHER RESOLVED that the President of the Port Commission of the Port of Grandview is authorized to execute any documents necessary to implement this Resolution and to complete the sale and conveyance of the real property by the Port in accordance with the terms of the Real Estate Purchase and Sale Agreement.

ADOPTED by the Port Commission of the Port of Grandview this 14th day of January 2025, and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof.

PORT OF GRANDVIEW COMMISSION

C. James Sewell
President

Richard Shenyer
Secretary

Frank A. Lyall
Investment Officer

- e) **Rent Increase** – Commissioners discussed a letter sent by Tim Nelson, Managing Member of Grandview Investments, LLC.

Commissioner Shenyer moved and Commissioner Lyall seconded a motion to approve the lease contract amendment to increase the monthly payment by \$83.00 for a total of \$2,200.00 per month. Motion carried.

- f) **New Office Computer** – The current Port of Grandview office desktop is approximately nine years old and has been running slow. After consultation with Steve Holmes, Computer Connections, staff requested the purchase of a new computer.

Commissioner Lyal moved and Commissioner Shenyer seconded a motion to approve the purchase not exceeding \$1,000.00 of a new Dell Inspiron Desktop computer with Windows 11 and Microsoft Office 2024. Motion carried.

g) **Enduris Memorandum of Coverage** – Port Commissioners discussed current insurance coverage, which will last for the rest of Policy Year ending August 31st, 2025. Commissioners also evaluated the added costs of being a member of the Pool (Enduris), for coverage options that may be deemed unnecessary by Commissioners.

h) **Policies and Procedures Updates** – Port of Grandview Staff are working on small revisions and updates to the Port of Grandview Financial Policies and Procedures Manual. Staff will provide these revised versions for Commissioner approval.

i) **P.O. Box**

Commissioner Shenyer moved, and Commissioner Lyall seconded a motion to approve the replacement of Mary Barnett with Randy Tucker, Executive Director, as the individual with authorized access to the Port of Grandview P.O. Box #392, Grandview, WA 98930. Motion carried.

j) **Invisible Ink Annual Website Review** – Commissioners and staff examined the report sent by Invisible Ink and considered what could be done to optimize the Port of Grandview Website.

k) **Levy Resolution Verification** – Commissioners reviewed an email from Jacob Tate, Yakima County Assessor, listing the levy requests throughout Yakima County.

7. **OTHER BUSINESS**

a) **Press Release** – Port of Grandview Staff wrote a press release announcing the 2025 Port of Grandview Officers, published in The Grandview Herald. Executive Director Tucker recommended making this announcement annually.

b) **Notary** – Director Tucker suggested becoming a Washington State Notary to aid the Port of Grandview.

8. **UPCOMING EVENTS**

a) **January 11th – 13th** – WPPA 2025 Port Day, Tumwater & Olympia

b) **February 10th–12th** – WA Winegrowers Trade Show

c) **March 19th–20th** – Food NW Process & Packing Expo, Portland, Oregon

9. **EXECUTIVE SESSION** – An executive session was called to order at 8:18 p.m. to consider acquisition of property as permitted pursuant to RCW 42.30110(1), expected to last 30 minutes.

The executive session was extended by 15 minutes at 8:48 p.m. by President Sewell.

The executive session adjourned at 9:03 p.m. with no action taken.

10. **ADJOURNMENT** – The meeting adjourned at 9:03 p.m.

The next Regular Meeting will be held at 6:00 p.m. on Tuesday, February 11th, 2025, at 1313 W. Wine Country Rd., Suite #101, Grandview, Washington.

Respectfully,

Richard Shenyer, Secretary