

# PORT OF GRANDVIEW

Regular Meeting #10  
Tuesday, October 11<sup>th</sup>, 2022  
7:00 p.m.

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

## MINUTES

### 1. CALL TO ORDER

The meeting was called to order by Secretary Richard Shenyer at 7:03 p.m. on Tuesday, October 11<sup>th</sup>, 2022 at 1313 W. Wine Country Rd., Suite #101, Grandview, Washington and via Zoom. Present were Commissioners Richard Shenyer and Frank Lyall, Executive Director Randy Tucker, and Office Manager Mary Barnett. President Sewell was excused due to illness.

*Commissioner Lyall moved and Commissioner Shenyer seconded a motion to excuse President Jim Sewell from the October 11th, 2022 Regular Meeting due to illness. Motion carried.*

### 2. PUBLIC PARTICIPATION: none

### 3. CONSENT AGENDA

#### a) Warrant Approval – 610-0210

- Warrant #6233 to #6251 in the amount of \$10,449.05
- Warrant #6252 in the amount of \$1,010.64
- Warrant #6253 in the amount of \$300.00
- Warrant #1036 in the amount of \$5,821.86

#### b) Minutes of the September 13th, 2022 Regular Meeting Minutes of the October 4<sup>th</sup>, 2022 Special 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. 9/30/2022

610-0210 - \$ 179,015.00  
610-0220 - \$ 472,133.98  
610-0240 - \$ 585.69  
TIP - \$ 1,810,121.00

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

*Commissioner Lyall moved and Commissioner Shenyer seconded a motion to accept the Treasurer & Auditor Reports. Motion carried.*

**5. EXECUTIVE SESSION - none**

**6. OLD BUSINESS**

a) **Personnel Manual Update** – In progress

b) **2022 American Rescue Plan Act Funds Update** – Executive Director Randy Tucker reported on the status of the Port's 2022 American Rescue Plan Act Funds application.

c) **Yakima Valley College Economic Development Program** – Office Manager Mary Barnett reported that no new information has been received concerning the YVC Economic Development Program scholarship to be awarded for Winter or Spring Quarter.

d) **WA State Grape Society Annual Meeting & Trade Show Banner**  
Randy reported on the status of the proposed trade show banner.

e) **Port Retreat – Update Comprehensive Plan** – Retreat scheduling is on hold.

f) **YCDA Comprehensive Economic Development Strategy Grant**  
Executive Director reported on the status of the Port's application for a YCDA Comprehensive Economic Development Strategy Grant.

g) **Retainage Bond Policy** – Per previous discussion, Commissioners elected to not change current retainage bond policy.

h) **Land Price Adjustment** – Land price adjustment is on hold.

i) **Executive Director's Report**

- i. **Broadband Update – CERB Planning Grant, Petrichor**
- CERB Contract – Executive Director Randy Tucker reported on the progress of processing the Port's CERB Planning Grant.

ii. **Wallace Way Business Park West Update**

- **Construction Update** – Executive Director Randy Tucker reported on the construction progress on Lot 3, owned by Tolman Commercial Properties.

Randy Tucker distributed copies of the Port's construction company timeline for WWBPW. The Culbert Construction Co. move-in date range has been set for November 1-7.

- **Street Name** – Randy Tucker reported that the new street name will be Port Point West.
- **Boundaries for Marketing Purposes** – Randy Tucker reported on the progress for creating a new map of WWBPW.
- **Disposition of Pump** – Randy Tucker went back to OVS but has not received the requested valuation of the pump. Commissioner Lyall recommending returning in one month.
- **Land Lease Rent Increase** - Randy Tucker shared that he notified Addie Sybouts about her land lease rent increase for 101 Stover Rd. The monthly rent will be increased by \$50 to \$400 per month effective January 1<sup>st</sup>, 2023.

j) **Office Manager's Report**

Office Manager Mary Barnett reminded Commissioners and staff about the Redistricting Public Meeting to be held on November 1<sup>st</sup> at 6:00 p.m. at the Port office.

Mary Barnett reminded everyone to use their Port credit card for their hotel bill at the 2022 Small Ports Seminar in Leavenworth.

7. **NEW BUSINESS**

- a) **Resolution No. 22-04** – A Resolution Levying the 2023 Ad Valorum Property Taxes and Excess Levy Taxes

*Commissioner Lyall moved and Commissioner Shenyer seconded a motion to approve Resolution No. 22-04 levying the 2023 ad valorum property taxes and excess levy taxes. Motion carried.*

- b) **Resolution No. 22-05** – A Resolution to Increase the 2023 Property Tax Levy for the Port of Grandview Above The "Limit Factor" Up To 101 Percent

*Commissioner Lyall moved and Commissioner Shenyer seconded a motion to approve Resolution No. 22-05 to increase the 2023 property tax levy for the Port of Grandview above the "limit factor" up to 101 percent. Motion carried.*

- c) **2023 Tax Levy Certification** – Commissioners and staff reviewed the tax levy certification for 2023.

- d) **Resolution No. 22-06** - A Resolution of the Port of Grandview Adopting the Budget for Fiscal Year 2023

*Commissioner Lyall moved and Commissioner Shenyer seconded a motion to approve Resolution No. 22-06 adopting the budget for fiscal year 2023. Motion carried.*

- e) **Regular Meeting Time Change** – Port Secretary Richard Shenyer changed the meeting start times for the November and December 2022 Regular Meetings to from 7:00 p.m. to 6:00 p.m.

*Commissioner Shenyer moved and Commissioner Lyall seconded a motion to approve a time change for the Port of Grandview November and December 2022 Regular Meetings from 7:00 p.m. to 6:00 p.m. Motion carried.*

**8. UPCOMING EVENTS**

- a) **Oct. 20-21, 2022** – WPPA 2022 Small Ports Seminar, Enzian Inn, Leavenworth – **registration completed**
- b) **Nov. 17-18, 2022** – Washington State Grape Society Annual Meeting & Trade Show, Grandview Nazarene Church – **registration completed**
- c) **Dec. 5-7, 2022** – Washington Dairy Conference, Great Wolf Lodge, Grand Mound – **registration completed**
- d) **Dec. 7-9, 2022** – WPPA 2022 Annual Meeting, Hotel Murano, Tacoma
- e) **Feb. 2, 2023** – Port Day, 7:00 a.m., Olympia
- f) **Feb. 7-8, 2023** – WineVit 2023 Trade Show, Three Rivers Convention Center, Kennewick – **registration completed**
- g) **April 4-6, 2023** – 2023 Food Northwest Process & Packaging Expo, Oregon Convention Center, Portland – **registration completed**
- h) **May 17-19, 2023** – WPPA 2023 Spring Meeting, Davenport Hotel, Spokane
- i) **June 7-9, 2023** – WPPA 2023 Finance & Administration Seminar, Alderbrook Resort, Union
- j) **July 24-26, 2023** – WPPA 2023 Commissioner Seminar, Alderbrook Resort, Union
- k) **Dec. 6-8, 2023** – WPPA Annual Meeting, Hilton Vancouver

**9. POG DEBT/ANNUAL PAYMENTS**

<i>Due Date</i>	<i>Debt/Payee</i>	<i>Amount</i>
12-1-2022	2012 LTGO Bond	\$40,000 (P) \$8,843 (I)
12-15-2022	Escrow Pacific (Lois Higgins Family) – Parcel B	\$55,878.87
2-15-2023	Addie Sybouts Electrical Svc. Reimbursement	\$157.80
6-1-2023	2012 LTGO Bond	\$8,183 (I)
6-1-2023	SIED Loan – YC-FBI-14	\$16,653 (P) \$1,686 (I)
6-1-2023	SIED Loan – YC-WBP-14	\$28,405 (P) \$2,875 (I)
6-1-2023	SIED Loan – YC-WWII-22	\$39,886.24 (P) \$14,172.06 (I)
8-1-2023	K&J Self Storage Unit Annual Rental	\$660
12-1-2023	2012 LTGO Bond	\$45,000 (P) \$8,183 (I)
12-1-2023	Escrow Pacific (Lois Higgins Family) – Parcel B	\$55,878.87

**10. ADJOURNMENT** – The meeting adjourned at 8:05 p.m.

The next Regular Meeting will be held at 6:00 p.m. on Tuesday, November 8<sup>th</sup>, 2022, at 1313 W. Wine Country Rd., Suite #101, Grandview, Washington.

Respectfully submitted,

Richard Shenyer, Secretary