



**COMMISSION
AGENDA MEMORANDUM**

Item No. 6c

ACTION ITEM

Date of Meeting March 28, 2017

DATE: March 10, 2017

TO: Dave Soike, Interim Chief Executive Officer

FROM: Dan Thomas, Chief Financial Officer
Rudy Caluza, Director, Accounting & Financial Reporting

SUBJECT: Resolution No. 3730 – Delegation of authority to sell and convey Port personal property for 2017 not exceeding a value of \$19,000

ACTION REQUESTED

Request Second Reading and Final Passage of Resolution No. 3730: A Resolution of the Port Commission of the Port of Seattle, authorizing the Chief Executive Officer to sell and convey Port personal property in 2017 in accordance with RCW 53.08.090 with a value not greater than \$19,000.

EXECUTIVE SUMMARY

The Port of Seattle regularly determines that personal property is no longer needed for port district purposes and prepares accordingly for its disposal. Commission authorization is required to grant the Chief Executive Officer authority to sell and convey port district personal property of \$19,000 or less in value in accordance with RCW 53.08.090.

JUSTIFICATION

Pursuant to RCW 53.08.090, the Commission may, by resolution renewed from year to year, authorize the managing officer of a port district to sell and convey port district personal property of \$10,000 or less in value. RCW 53.08.090(2) requires yearly adjustment of the \$10,000 limit based on the governmental price index. Such adjustment results in a \$19,000 limit for 2017, changed from \$18,000 in 2016. It is now the appropriate time for the Commission to renew the Chief Executive Officer's authority for the year 2017.

Surplus items that fall within the \$19,000 fair market value limit have been well utilized over the years with many having reached the end of their useful lives. The Port on average surpluses, through either sale or disposal, about \$20-\$30k in equipment, furnishings and computer/mobility devices, and about \$30-\$50k in rolling stock/vehicles, each year. Also, RCW 39.33 in part authorizes the Port to transfer surplus property to the state or other local jurisdictions. Port staff plans to set up new procedures to post and make visible to such jurisdictions, Port surplus property available for transfer on a periodic basis. The jurisdictions will be able to set up notifications to alert them of new postings, and can respond to the Port if

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they have any interest. Port staff has also proactively reached out to jurisdictions, including the Seattle School District, Highline School District and Seattle Housing Authority, where interests to receive certain surplus Port property, primarily computer mobility devices, have been affirmed.

ATTACHMENTS TO THIS REQUEST

- (1) Draft Resolution No. 3730

PREVIOUS COMMISSION ACTIONS OR BRIEFINGS

January 17, 2017 – The Commission approved for First Reading, Resolution No. 3730: A Resolution of the Port Commission of the Port of Seattle, authorizing the Chief Executive Officer to sell and convey Port personal property in 2017 in accordance with RCW 53.08.090 with a value not greater than \$19,000. The Commission requested staff to provide at Second Reading: (1) an overview of the types and dollar value of items determined surplus and disposed of; and (2) an update on the ability of the Port to transfer surplus property to school districts and progress made.

February 23, 2016 – The Commission adopted Resolution No. 3715, authorizing the Chief Executive Officer to sell and convey Port personal property in accordance with RCW 53.08.090.