



**COMMISSION
AGENDA MEMORANDUM**

Item No. 8a

ACTION ITEM

Date of Meeting January 8, 2019

DATE: December 21, 2018

TO: Stephen P. Metruck, Executive Director

FROM: Rudy Caluza, Director, Accounting & Financial Reporting

SUBJECT: Resolution No. 3756 – Delegation of authority to sell and convey Port personal property for 2019 not exceeding a value of \$19,000

ACTION REQUESTED

Request introduction of Resolution No. 3756: A resolution of the Port Commission of the Port of Seattle authorizing the Executive Director to sell and convey Port personal property in 2019 in accordance with RCW 53.08.090 with a value not greater than \$19,000 and repealing Resolutions No. 3715, 3730, and 3743, dealing with the same subject.

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 Executive Director 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 official 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 2019, the same level as 2018. It is now the appropriate time for the Commission to renew the Executive Director's authority for the year 2019.

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 \$15,000-\$30,000 in equipment, furnishings and computer/mobility devices, and about \$30,000 in rolling stock/vehicles, each year. Also, Chapter 39.33 RCW in part authorizes the Port to sell, transfer or exchange surplus property to the state or other local jurisdictions. As in 2017, Port staff has again proactively reached out to jurisdictions in 2018, including the school districts where the Port transferred certain computer mobility devices. Seattle School District received 84 iPhones and 19 iPads. Highline

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School District received 91 iPhones and 20 iPads. The school districts use the devices for the younger grades to educate and prepare them on the use of technology.

ATTACHMENTS TO THIS REQUEST

- (1) Draft Resolution No. 3756

PREVIOUS COMMISSION ACTIONS OR BRIEFINGS

January 9, 2018 – The Commission adopted Resolution No. 3743, authorizing the Executive Director to sell and convey Port personal property in accordance with RCW 53.08.090.

March 10, 2017 – The Commission adopted Resolution No. 3730, authorizing the Chief Executive Officer to sell and convey Port personal property in accordance with RCW 53.08.090.

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.