



**COMMISSION
AGENDA MEMORANDUM**

Item No. 10a

ACTION ITEM

Date of Meeting December 9, 2025

DATE: December 2, 2025

TO: Stephen P. Metruck, Executive Director

FROM: Lisa Lam, Director, Accounting & Financial Reporting

SUBJECT: Resolution No. 3842 – Delegation of Authority to Sell and Convey Port Personal Property for 2026 Not Exceeding a Value of \$23,340

ACTION REQUESTED

Introduction and request adoption of Resolution No. 3842: A resolution of the Port of Seattle Commission authorizing the Executive Director to sell and convey Port personal property in 2026 in accordance with RCW 53.08.090 with a value not greater than \$23,340 and repealing Resolution No. 3832, 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 \$23,340 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 \$23,340 or less in value. RCW 53.08.090(2) established a base value limit for calendar year 2024. Beginning December 2024, the Washington State Department of Revenue adjusted the initial value yearly based on any increases of the consumer price index available on December 1 of the current year from the prior year. It is now timely for the Commission to consider renewal of the Executive Director's authority for the year 2026.

Surplus items that fall within the \$23,340 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 \$55,000 per year in equipment, furnishings and computer/mobility devices with the average FMV being \$11,000 per asset, and about \$1,400,000 per year in rolling stock/vehicles with the average FMV being approximately \$6,000 per vehicle. Also, Chapter 39.33 RCW in part authorizes the Port to sell, transfer or exchange surplus property to the state or other local jurisdictions.

Meeting Date: December 9, 2025

ATTACHMENTS TO THIS REQUEST

- (1) Draft Resolution No. 3842

PREVIOUS COMMISSION ACTIONS OR BRIEFINGS

January 14, 2025 – Resolution No. 3832, authorizing the Executive Director to sell and convey Port personal property in accordance with RCW 53.08.090 with a value not greater than \$22,830, and repealing Resolution No. 3816 dealing with the same subject.

November 21, 2023 – Resolution No. 3816, authorizing the Executive Director to sell and convey Port personal property in accordance with RCW 53.08.090 with a value not greater than \$22,000, and repealing Resolution No. 3808 dealing with the same subject.