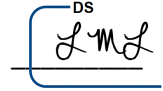


**EVERETT PORT COMMISSION
AGENDA ITEM COVER SHEET**

Project/Subject Title: Resolution No. 1170 (2021) - Authorization for Managing Official to Sell and Convey Surplus Property

Initialed by:
Executive Director:
Lisa Lefeber



Physical Location: 1205 Craftsman Way, #200
Everett, WA 98201

Finance Review:
Eric Russell
Originating Dept.:



Executive

Contact Person: Emily Hammer
Phone Number: 425.388.0625

COMMISSION MEETING OF: JANUARY 5, 2021

Agenda Item Type: X Action

Attachments for Commission Meeting Packet (please identify):

Resolution No. 1170 (2021) - Authorization for Managing Official to Sell and Convey Surplus Property

Expenditure Required: \$ N/A
Amount Budgeted: \$
Additional Required: \$

Account/CIP:

Summary Statement: RCW 53.08.090, Sale of Property, allows the Port Commission to authorize the managing official of a port district to sell and convey port district property of \$10,000 or less in value. The \$10,000 amount may be adjusted annually. For 2021, the amount is \$15,000. The authority is to be in force for not more than one calendar year from the date of the resolution and may be renewed from year-to-year. Prior to the sale or conveyance, the managing official shall itemize the list the property to be sold and make written certification to the Commission that the listed property is no longer needed for Port District purposes. Resolution No. 1170 (2021) updates, cancels and supersedes Resolution No. 1147 (2020).

For surplus property valued in excess of \$15,000, the Commission must approve the sale of the property by separate resolution.

The Commission's Port District Surplus Property Resolution is placed on the Commission agenda annually for review and readopting (with any desired modifications) with the other annual business resolutions and matters taken up at the January Commission meeting.

Recommendation (Exact action requested of Commission): Staff is requesting that the Commission move to adopt Resolution No. 1170 (2021) authorizing the managing official of the Port to sell and convey surplus property pursuant to RCW 53.08.090 and updates, cancels and supersedes Resolution No. 1147 (2020).