

Please return to:  
**Kennewick Irrigation District**  
2015 S. Ely Street  
Kennewick, WA 99337

**KENNEWICK IRRIGATION DISTRICT  
RESOLUTION 2019-25**

**Declaring Surplus Property**

A **RESOLUTION** of the Board of Directors of Kennewick Irrigation District, Benton County, Washington, for the purpose of authorizing the sale of surplus equipment and materials:

**WHEREAS**, the Board of Directors of Kennewick Irrigation District met in open public session on August 6, 2019 with a quorum present; and,

**WHEREAS**, the District has certain equipment and materials, as attached, that are no longer usable or needed, and;

**WHEREAS**, it would be in the best interest of the District that said equipment and materials be declared surplus and sold, and;

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Board of Directors of the Kennewick Irrigation District that they declare the attached item as excess, and surplus to the needs of the District, and said item shall be sold at the best possible price, as provided by law, at a time and in the manner prescribed by the Secretary/Manager of the District.

**Resolution 2019-25 is hereby adopted** by the Board of Directors of Kennewick Irrigation District, Benton County, Washington, at an open public meeting thereof this 6<sup>th</sup> day of August, 2019.



**Dean Dennis**



**Gene Huffman**



**Kirk Rathbun**

**ABSENT**

**Raman Venkata**



**David McKenzie**

## EXCESS AND SURPLUS PROPERTY DISPOSAL AUTHORIZATION FORM

**Instructions:**

1. Use this form to report all inventoried equipment that is excess to your department's needs (sale, trade or disposal).
2. List all equipment individually and evaluate the working condition of each item.
3. Verify that you have custody of, and KID has title to, each item.
4. Do not sell, trade or dispose of property until you are in receipt of this signed authorization

Department: <span style="font-size: 1.2em; font-family: cursive;">Operations</span>	Contact: <span style="font-size: 1.2em; font-family: cursive;">Jason McShane</span> <span style="font-size: 1.2em; font-family: cursive;">509-205-9794</span>
Form Completed By: <span style="font-size: 1.2em; font-family: cursive;">NIKKI Liudahl</span>	Date: <span style="font-size: 1.2em; font-family: cursive;">7.31.2019</span>

**The following items are excess to the unit's needs:**

Asset Tag #	Equip. #	Description	Condition (E, G, F, R, U)	Location of Equipment	Estimated Value (\$)	Title (✓)
	1003	2015 Ford 1/2 ton reg cab 4x4	Good	Shop	10,717	Y

Condition Codes: E-Excellent; G-Good; F-Fair; R-Repairable; U-Unusable

**Notes (special instructions, identification of an accessory component, comments on repairs needed, etc.):**

**Approvals:**

Current Custodial Department <span style="font-size: 1.2em; font-family: cursive;">[Signature]</span>	Date <span style="font-size: 1.2em; font-family: cursive;">7/31/19</span>	<b>Attachments</b> Please attach appropriate documentation for valuation of property
District Treasurer (\$0 to \$500) <span style="font-size: 1.2em; font-family: cursive;">[Signature]</span>	Date	
District Manager (\$501 to \$4,999) <span style="font-size: 1.2em; font-family: cursive;">[Signature]</span>	Date <span style="font-size: 1.2em; font-family: cursive;">7/31/19</span>	<b>ATTENTION</b> Please refer to P&P 2.23 to determine if public notification is required.
Board President (\$5,000 or greater) <span style="font-size: 1.2em; font-family: cursive;">[Signature]</span>	Date <span style="font-size: 1.2em; font-family: cursive;">8/6/2019</span>	

**Finance Department Use Only**

(Review must be completed before property is sold, traded or disposed)

Reviewed by:	Check List:			
Date:	Authorized Signatures	<input type="checkbox"/>	Inventorial	<input type="checkbox"/>
Date:	Database/Inventory Update	<input type="checkbox"/>	Attractive Asset	<input type="checkbox"/>