

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

**KENNEWICK IRRIGATION DISTRICT  
RESOLUTION 2020-11**

**Declaring Surplus Personal 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:

**WHEREAS**, the Board of Directors of Kennewick Irrigation District met in open public session on March 17, 2020, with a quorum present; and,


**WHEREAS**, the District has certain equipment, as listed in the attached Excess and Surplus Property Disposal Authorization Form, that are no longer usable or needed, and;

**WHEREAS**, it would be in the best interest of the District that said equipment 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 2020-11 is hereby adopted** by the Board of Directors of Kennewick Irrigation District, Benton County, Washington, at an open public meeting thereof this 17<sup>th</sup> day of March, 2020.

  
Kirk Rathbun

  
Gene Huffman  
**ABSENT**

Arland Ward

  
David McKenzie

**ABSENT**

Raman Venkata

## 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: Engineering/Operations	Contact: Jason McShane
Form Completed By: Lori Gibson	Date: 3/11/2020

**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 (✓)
	1004	2014 F150 4X4 REG CAB S/N: 1FTMF1EM4EKF40125	G	2015 S Ely St Kennewick	\$7,550	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	Date	<b>Attachments</b>  Please attach appropriate documentation for valuation of property
District Treasurer (\$0 to \$500)	3-11-20	
District Manager (\$501 to \$4,999)	3/11/2020	
Board President (\$5,000 or greater)	3/11/2020	
		<b>ATTENTION</b>  Please refer to P&P 2.23 to determine if public notification is required.

**Finance Department Use Only**  
(Review must be completed before property is sold, traded or disposed)

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