

Klickitat County Port District No. 1  
**RESOLUTION NO. 3-2022**

A Resolution of the Port of Klickitat Commission  
**Amending Resolution No. 12-2010, Establishing a Leasehold Improvements Policy**

*Recitals*

The Commissioners of Klickitat County Port District No. 1 adopted Port Resolution No. 12-2010 on October 5, 2010, establishing a policy for leasehold improvements to Port owned properties.

A review of the current condition of properties leased by the Port has revealed a need to update this policy. The amended policy shall include guidance for improvements to leased buildings in which the useful life of specific improvements, improvements not specific to any Tenant's operations, exceeds the duration of the lease. In these instances, the Port may elect to undertake to install such capital improvements at the Port's expense, especially when the improvements are grant eligible and the improvements are mechanical in nature and depreciating over a long time period.

Furthermore, in order to provide for uniformity and similarity in mechanical systems which will require future repair, the Commission finds it to be in the best interest of the District to install uniform and compatible mechanical systems to allow for a better management of the systems.


The Port finds that a case by case review of tenant improvements to be considered by the Port is in the best interest of the District. When making this review, the Commission finds that it is in the best interest of the District to consider the following non-exclusive criteria: available Port capital funds, length of service of mechanical systems before tenant took possession, remaining time on current tenant's lease or tenant's exercise of options, cost of repair/availability of parts and service professionals for the system, as well as consistency with procurement policy and the availability of grant funds, matching or non-matching.

**NOW, THEREFORE, BE IT RESOLVED** that the Commissioners of the Port of Klickitat amend Resolution No. 12-2010 as follows:

1. The following new section is added:  
New Section 9: Notwithstanding the foregoing Sections of Resolution No. 12-2010 or obligations set forth in any Port lease, the Port may on a case by case basis review and approve tenant improvements as defined in Section 4 herein. When making this review the Port will consider the following non-exclusive criteria for making tenant improvements: available Port capital funds, length of service of mechanical systems before tenant took possession, remaining time on current tenant's lease or tenant's exercise of options, cost of repair/availability of parts and service professionals for the system, as well as consistency with procurement policy and the availability of grant funds, matching or non-matching. One purpose of this provision is to initiate a policy in which Port properties have uniform and compatible mechanical systems.
2. The Commission ratifies the remainder of Resolution No. 12-2010 which shall remain in effect as amended herein.

ADOPTED IN OPEN SESSION this 12th day of July, 2022.

ATTEST:

  
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Bonita Snyder, Port Auditor

PORT OF KLICKITAT COMMISSION

  
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Wayne Vinyard, President

  
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Bill Schmitt, Vice-President

PORT SEAL

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Jim Herman, Secretary