



**2020-06 RESOLUTION FOR “DISPOSAL OF SURPLUS PROPERTY POLICY”**

WHEREAS: the intention of this resolution is to establish the process for disposing of property owned by the Rivergrove Water District that has been deemed to have no operational use or value, is expired, obsolete, or is to be removed from service due to safety concerns; and

WHEREAS: the Board of Commissioners of the Rivergrove Water District, as the District’s governing body, has defined Surplus Property as any personal property of the District that has been determined by the Board as being of no further use or value to the District,

WHEREAS: all duly elected officials and employees of the Rivergrove Water District are required to comply with the Rivergrove Water District’s “Disposal of Surplus Property Policy”.

**THEREFORE, BE IT RESOLVED the Board of Commissioners of the Rivergrove Water District adopts the “Disposal of Surplus Property Policy”, which becomes an integral part of this resolution, is a sufficient and appropriate plan of control for proper management and disposal of any and all surplus property.**

This Resolution moved by Commissioner Johnson.

Seconded by Commissioner Patterson.

Adopted by the Board of Commissioners of the Rivergrove Water District this 24<sup>th</sup> day of August 2020, by the following vote:

Ayes: Commissioner Roth, Commissioner Johnson, Commissioner McDowell, Commissioner Magura, and Commissioner Patterson.

Nays: None

Signed

Christine K Roth  
Christine K. Roth, Chair

Attest

James W. Johnson  
James W. Johnson, Commissioner

## **Rivergrove Water District Disposal of Surplus Property Policy**

This policy governs the process for disposing of surplus property owned by the Rivergrove Water District and has been adopted by the Board of Commissioners by Resolution 2020-06.

### **Definition**

Surplus property is defined as any personal property of the District that has been determined by the Board of Commissioners as being of no operational use or value, is expired, obsolete, or is to be removed from service due to safety concerns.

### **Procedures**

- Surplus property will be identified and a request for a declaration that the indicated property is of no further use or value to the District will be submitted to the Board of Commissioners by District employees.
- The Board of Commissioners will, by motion, declare such property “surplus” and authorize the means by which the Board or designee may dispose of the property, including granting the designee discretion to dispose of the property in any appropriate manner.
- The Board of Commissioners may require an appraisal of the property prior to disposition.
- Surplus property may be disposed of in the manner that is most advantageous to the District or the community at large, including, but not limited to, the following:
  1. **Public Auction** – Auctions must be sufficiently advertised in the manner that is most likely to obtain a competitive bidding pool for the property. Employees may purchase surplus property from the District only at an advertised auction, and only if the employee submits the highest bid for the property.
  2. **Donation** – Surplus property may be donated or sold to any nonprofit organization, any other local government, or any state or federal program created to dispose of surplus property.
  3. **Disposal** – Surplus property determined to be of insufficient value to merit auction or donation, or determined to be a safety hazard, may be disposed of in any appropriate manner.