

Sunnyslope County Water District Disposal of Surplus Property or Equipment Policy

8510 Sale of Surplus Equipment:

8510.1 The Board of Directors takes action to declare equipment surplus.

8510.2 Surplus equipment is advertised for sale with notation of location/hours/days it can be seen and deadline date for submission of sealed bids to the District or the electronic/online public auction site. (Advertisement also notes that the District reserves the right to reject any or all bids, equipment sold “AS IS”.)

8510.3 Sealed bids are opened by the General Manager, or his/her designate, which could be an electronic/online public auction site, who will decide to either accept or reject the highest bid.

8510.4 Bidders are notified of the results. Payment to the District must be in the form of cash or a certified check.

8510.5 A Salvage or Junked Certificate will be obtained, if applicable, for vehicles that are sold to protect the District from liability.

8510.6 The Board is notified of results at the next Regular Board Meeting.

8520 Sale of Real Estate:

8520.1 Board of Directors takes action to declare property surplus and authorizes District staff to obtain an appraisal.

8520.2 Property is offered to public agencies at the appraised price. (State law requires that public agencies have the opportunity to purchase property prior to advertisement to the general public.)

8520.3 If property is not purchased by a public agency, it is advertised in the newspaper with a request that sealed bids be submitted to the District and will be opened as specified.

8520.4 Bids are then submitted to the Board at the next Board Meeting, and action is taken by the Board to accept or reject the highest bid. Bidders are notified of the Board’s action.

8520.5 Payment to the District must be in the form of a certified check.

8520.6 The appropriate documents will be prepared to transfer title, and will then be executed and filed with the appropriate Records Office.

Policy Approved:	<u>July 14, 2011</u>
Policy Amended:	<u>March 17, 2020</u>
	Date