

Section 3000: Fiscal Management

3950-R Surplus Land or Buildings

3950-R

Sale, Lease or Disposition of Real Property

1. Real property that is unused or unneeded for District programs shall be identified by the Superintendent at least annually and reported to the Board.
2. Real property that is not needed for District programs in the future may be considered for sale, lease or other disposition.
3. The Superintendent shall have the value of the property established by obtaining one (1) or more appraisals prepared by independent registered real estate appraisers.
4. The Superintendent shall request Board approval to seek buyers or lessees, or to consider offers by buyers or lessees on vacant or unused real property and shall recommend one of the following processes for the sale, lease or disposition of property to the Board: (a) public bid, (b) negotiation or (c) listing with a realtor.
5. Prior to any final action of the Board approving the sale, lease or other disposition of Board owned property, the Superintendent shall establish a date for a public informational meeting to be held for the purpose of explaining the proposed disposition of the property and to receive comments thereon. Notice of the time, place and purpose of said meeting shall be mailed to: (a) all persons who own property within five hundred (500) feet of the property in question, and (b) such other persons as may be identified by the Superintendent. This notice shall be mailed at least ten (10) calendar days prior to the meeting.
6. After the approved process for sale, lease or disposition of the property has been completed and the Superintendent has identified the proposed price, terms and conditions of the sale or lease of the property, the Superintendent shall submit all relevant information concerning the disposition to the Board together with a recommendation for action.

Rules Accepted: June 29, 2009