## **BEND-LA PINE SCHOOLS**

Administrative School District No. 1 Deschutes County, Oregon

## **ADMINISTRATIVE REGULATION**

Name: Disposition of District Owned Property

Section: Fiscal Code: DNA-AR

## A. Real Property

- 1. The district may sell, lease or rent real property owned by this district in any lawful manner.
- 2. The Board may deed real property to other governments as provided by law.
- 3. The district may sell real property to interested persons:
  - a. The Board shall declare by resolution that the real property is no longer required for school purposes;
  - b. A market value appraisal of the real property shall be made;
  - c. The Board shall establish a minimum price of sale for the property;
  - d. The process of sale shall be:
    - (1) Sealed bid:
      - (a) Public notice of bid sale shall be published in a newspaper of general circulation in the area;
      - (b) The sale shall be awarded to the highest bidder with a bid that is equal to or greater than the Board's minimum price of sale.
    - (2) The sale of property may be assigned by the Board to a licensed real estate agent who may sell the property with net proceeds to the district at close of sale being no less than the Board's minimum price of sale.
- 4. The Board may finance sale of real property:
  - a. The Board shall specify the minimum down payment;
  - b. The Board shall specify the length and terms of the contract of sale;
  - c. The Board shall deliver a warranty deed to the property upon payment of the full purchase price and satisfaction of all terms of the contract.

## B. Equipment and Materials

See DJ-AR Division 50 for disposal of surplus equipment and materials.