

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON

RESOLUTION NO. 04-185

Adopting a Policy for Declaring Real Property Owned by Multnomah County Surplus

The Multnomah County Board of Commissioners Finds:

- A. The decision to declare real property surplus rests solely with the Multnomah County Board of Commissioners.
- B. This policy affects all real property owned by Multnomah County except for property acquired through tax foreclosure.
- C. It is in the best interest of the County to adopt a policy for declaring properties surplus which provides for public input before sale or other disposition occurs.

The Multnomah County Board of Commissioners Resolves:

- 1. The Director of Facilities and Property Management ("Director") may determine that a property is no longer required for County use if the property meets one or more of the following criteria:
 - a. The County has or soon will have no practical, efficient, or appropriate use for the property, and will have no use for the property in the near future; or
 - b. The purpose served by the property can be accomplished by use of a better, less costly, or more efficient alternative; or
 - c. The facilities or building on the property are damaged, worn out or otherwise inoperable, and it is not in the best interest of the County to repair or replace them.
- 2. Upon determining that a property meets one or more of the above criteria the Director will submit a recommendation to the Board to declare the property surplus.
- 3. If the Board, by resolution, declares a property surplus, the Director will place a sign on the property for not less than 45 days declaring it surplus. The sign will say:

"Notice of surplus property: this property has been designated surplus by the Multnomah Board of County Commissioners. Multnomah County is seeking input as to the future of this property. Interested parties are invited to express an interest in the property and any proposals for disposition. The Board will hold a public hearing to consider disposition of the property after receiving public

input. All those who submit statements of interest will be notified by mail of the date and time of the hearing. “

The sign will provide the date by which the statements must be submitted, an address where statements are to be submitted and contact information. A notice containing the same information will also be published in a newspaper of general circulation in the County once a week for three consecutive weeks with the last publication not less than one week prior to the date by which statements must be submitted.

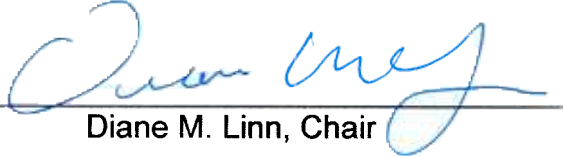
4. Facilities and Property Management will prepare a report to the Board not later than 45 days from the date statements of interest are due. The report will be developed in conjunction with the Public Affairs Office, affected Departments and Board Staff. The report shall contain, at a minimum, the following:
 - a. Property Data: plat plan, survey, location issues, zoning, etc;
 - b. Building Data: square feet, floor plan, unique features, etc;
 - c. Legal Information: chain of title, easements, etc;
 - d. Financial Data: debt service, encumbrances, replacement value, etc;
 - e. County Data: reiteration of findings under part one of this policy;
 - f. Historical Research: past County use, historical uses;
 - g. Summary of public comment;
 - h. Plans for working with community interest groups;

Recommendations for sale and/or disposal.
5. Facilities and Property Management will schedule a time on the Board agenda to present the report to the Board. Facilities and Property Management will mail a notice of the date and time of the hearing to all persons who submitted statements of interest. Facilities and Property Management will also publish a notice in a newspaper of general circulation in the county describing the property and stating that the Board will consider disposition of the property at a public hearing on the date and time set forth in the notice. This notice will be published once a week for three consecutive weeks with the last publication not less than one week prior to the date of the presentation to the Board.
6. After consideration of the report, the Board, by resolution, shall direct further disposition of the property.

7. The Board may exempt a particular property from the process set forth in this resolution upon determining that it is in the best interest of the County to do so. The following properties are already in the process of disposition and are therefore exempt from the process set forth in this resolution: Montavilla Building; Morrison Building; Portland Building; and Hooper Center.

ADOPTED this 9th day of December, 2004

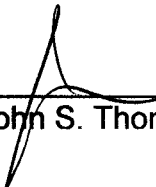
BOARD OF COUNTY COMMISSIONERS
FOR MULTNOMAH COUNTY, OREGON


Diane M. Linn, Chair



REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY
FOR MULTNOMAH COUNTY, OREGON

By 
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