

EQUIPMENT AND SUPPLIES MANAGEMENT
DISPOSAL OF PROPERTY

CIB
(LOCAL)

DISPOSAL OF
EQUIPMENT AND
PROPERTY

Property or equipment no longer in use by the College District that is considered surplus, scrap, or outdated, including abandoned or unclaimed personal property, may be disposed of by any of the following methods:

1. Placing the items up for auction;
2. Conducting a sale on the College District campus with predetermined prices;
3. Transferring the property to another local government; or
4. Selling the items to a recycling center.

The College President or designee shall determine the appropriate method for the disposal of property or equipment considered surplus, scrap, or outdated.

The disposition of real property shall require Board action.

Any monies realized from disposal of unclaimed or abandoned personal property shall be deposited in the College District's General Fund.

[For the applicability of the abandoned property procedures under Property Code Chapter 76, see CD]