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Clackamas County Property Sale Policy

Name of Policy	Sale and Purchase of County-Owned Property	Policy #	FIN 1.206
Policy Owner Name	Christa Wolfe	Effective Date	
Policy Owner Position	Finance Deputy Director	Approved Date	
Approved By	Board of County Commissioners	Next Review Date	

I. PURPOSE

The purpose of this policy is to establish a standard governing the County’s sale of county-owned property to county employees, elected officials, volunteers, interns, their household members and relatives.

II. AUTHORITY

The Board of County Commisioners has the authority to promulgate polices for the management and operation of Clackamas County government. (ORS 203.035)

III. GENERAL POLICY

To avoid an appearance of a conflict of interest and to ensure transparency and fairness to the public, Clackamas County will not sell county-owned property to current County employees, elected officials, volunteers and interns, or to any member of their households or relatives. The only exception to this policy is for the purchase of foreclosed property when the property is that of the employee, official, volunteer or intern (i.e. their own property has been foreclosed on and is being redeemed out of foreclosure by the employee, elected official, volunteer, or intern.)

IV. DEFINITIONS

“County-owned property” is real or personal property that is owned by the county.

“Household member” means any person who resides with the public official, employee, volunteer or intern.

“Relative” includes a spouse, domestic partner, parent, stepparent, child, sibling, stepsibling, son-in-law or daughter-in-law, and any individual for whom the county employee, official, volunteer and intern is financially responsible.

V. POLICY GUIDELINES

Employees, elected officials, interns and volunteers are responsible for complying with this policy.

All suspected abuse of this policy will be referred to the County Internal Auditor for investigation.

VI. ACCESS TO POLICY

This policy will be available for viewing on the Clackamas County intranet policy page.
<http://web1.clackamas.us/bccadmin/county-policies>

VII. RELATED POLICIES

BCS Property Disposition Policies, which follow Oregon Revised Statutes, governing the process for the disposition of County-owned real property.

Local Contract Review Board Rules C-046-0610 et seq. governing the sale of personal property

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