

TRANSFER OF PERSONAL PROPERTY TO CRIMEWATCH ORGANIZATION

POLICY NO. 07-02

PURPOSE:

The Board of County Commissioners is desirous of acknowledging neighborhood crimewatch organizations and assisting those organizations when possible in carrying out their crimewatch activities. The purpose of this policy is to provide written procedures for transferring Sheriff's vehicles and/or other equipment to neighborhood crimewatch organizations.

BACKGROUND:

Florida Statutes, Chapter 125.38 authorizes not-for-profit organizations whose purpose is to promote community interest and welfare to apply to the Board of County Commissioners for conveyance or lease of any real or personal property owned by the County. Should the Board determine that the requested property is not needed for County purposes, and the request is approved, the Board may convey or lease the property to the organization through a private sale at a price, nominal or otherwise, as the Board may determine, regardless of actual value of said property. The details of the conveyance or lease must be set forth in a resolution adopted by the Board of County Commissioners.

POLICY:

It shall be the policy of the Board of County Commissioners to approve the transfer of Sheriff's vehicles and/or other equipment to neighborhood crimewatch organizations in accordance with the following procedures:

1. Upon receipt of a written request from the crimewatch organization by the Sheriff's Office for a particular vehicle or equipment item, the Sheriff shall submit the request to the Board of County Commissioners, with a recommended nominal sale price and estimated value of the vehicle or item. The organization's request must be accompanied by the certification of compliance with Section 501(c)(3) of the I.R.S. Code and/or proof of registration with the State of Florida as a not-for-profit organization.
2. The Board may approve the request as recommended by the Sheriff or may adjust the sale price as it deems appropriate.
3. The Board of County Commissioners shall document its approval by adopting a resolution indicating, upon declaration by the Sheriff, that the property is surplus to the County's needs and that the proposed

use of the property by the not-for-profit organization is approved. The resolution shall also set forth the agreed upon price and any other terms which are applied to the conveyance or lease.

4. The County Attorney's office shall prepare an agreement to be executed by the Chairman of the Board of County Commissioners and the authorized representative of the crimewatch organization providing that the vehicle/equipment will be transferred "as is" without warranty and all transferral fees will be paid by the crimewatch organization.
5. The Sheriff's office shall prepare the vehicle or equipment for transfer and the County Administrator's Office shall notify the Clerk of Circuit Court's Finance Department and the Risk Management office in order that the necessary documentation can be made to delete the item from the County's Property records.

Replaces:	Policy No. 87-02
Reference:	April 21, 1987
Adopted:	September 18, 1991
Revised:	October 12, 2004