

BILL NO. 2-2011  
INTRODUCED April 1 2011  
ORDINANCE NO. 2-2011  
ADOPTED May 11, 2011

**ORDINANCE AUTHORIZING THE COUNCIL OF THE CITY OF  
MONONGAHELA TO SELL AND CONVEY CITY-OWNED REAL PROPERTY**

WHEREAS, the Council of the City of Monongahela owns real property not presently used for municipal purposes, nor projected in the foreseeable future to be used for municipal purposes,

WHEREAS, the Council of the City of Monongahela desires to create a uniform method for declaring such city-owned property as surplus property and for disposing thereof,

Now, therefore, it is enacted by the Council of the City of Monongahela as follows:

SECTION  
ONE.  
SURPLUS PROPERTY

Whenever the city owns real property not presently used for municipal purposes, nor projected in the foreseeable future to be used for municipal purposes, such property may be declared to be surplus property by resolution of council and be disposed of as hereinafter provided. Any property designated as surplus property shall be immediately available for sale. Any such resolution designating real property as surplus property shall include, a description of the property, size of the lot, reasons for the sale, and appraisal price and date of appraisal if applicable.

SECTION  
TWO.  
APPRAISAL REQUIRED

Prior to the disposition of any city-owned real property, an appraisal shall be required unless the City Council finds, by a quorum of its members, that due to exigent or other circumstances, an appraisal would not be in the best interest of the City of Monongahela.

SECTION  
THREE.  
ADVERTISING

Upon Council's resolution, which designates any city-owned real property as being surplus property, Council shall cause notice of said designation to be published in a local

newspaper of general circulation. The listing shall appear in a large visible ad.

SECTION  
FOUR.  
NOTICE TO ABUTTING PROPERTY OWNERS

Notice shall be sent to the owners of all property abutting any parcel of City-owned real property, which has been designated as surplus property and has been authorized for sale advising that particular information concerning the property is available in the City Hall upon request.

SECTION  
FIVE.  
PERPETUAL LISTING OF SURPLUS PROPERTIES

The City shall maintain and keep available a listing of all surplus properties currently for sale, which shall include a description of the property, the size of the lot, the reasons for the sale, and the appraisal price and date of appraisal if applicable. The City shall keep said listing at City Hall and copies shall be made available upon request for the fee of \$1.00 per page. Also, the City shall make said listing available on the City's official website, under a link entitled "City Property for Sale." Said link shall be conspicuously located on the website front-page.

SECTION  
SIX.  
BIDDING

Unless the City Council finds that a publicly advertised bid is in the best interest of the city, public bids on real property to be sold by the city shall not be required.

The City

SECTION  
SEVEN.  
REQUEST TO PURCHASE FORM

The City shall create, maintain, and make available a uniform Request to Purchase Form for the sale of surplus properties.

