
MEMORANDUM



TO: Mayor Walker and Councilors
FROM: Stacy Marquardt, Community Development Planner
SUBJECT: **Sale of City Owned Properties/Parking Lots**
DATE: October 19, 2023

Background:

The City Council previously approved the sale of three parking lots, aka North Parking Lot, South Parking Lot A and South Parking Lot B. South Parking Lot B was approved for sale at the September 28th City Council meeting. Also, at the September 28th City Council meeting a sealed bid from Pettibone Nursery and Landscape was accepted to purchase South Parking Lot A.

Tonight, Staff are requesting approval of sale for the North Parking Lot and South Parking Lot A. The North Parking Lot has been surveyed, and the survey is attached. The west half will be sold to the School District and the east half will be sold to Trinity Lutheran Church. South Parking Lot A will be sold to Pettibone Nursery and Landscape as one parcel. These sales will have a restriction recorded stating they can only be used and sold as parking lots in the future. The City will also record an ingress/egress easement document for the adjacent properties that need to access through these lots to access their properties, along with the proper drainage and utility easements.

The City is also looking for approval tonight to sell the parcel north of South Parking Lot A (see map). This is a sort of "L" shaped property that has been used for parking next to Higgins Homes LLC apartments and Princeton Pantry. We have received the survey, which is attached. The City will transfer the east half of the property to the Princeton Pantry and the west half of the property to Higgins Homes LLC apartments. We have met with both property owners, and they understand that these will be combined into their current properties so it must stay with those respective businesses.

The City will be covering recording costs and survey work to complete these transfers.

Recommendation:

To approve all five resolutions authorizing sales of City properties as presented.