
MEMORANDUM



TO: Mayor Walker and Councilors
FROM: Stacy Marquardt, Community Development Planner
SUBJECT: **City Owned South Parking Lot A Bid**
DATE: September 26, 2023

Background:

The City Council directed Staff to contact property owners adjacent to the two City owned parking lots that the Council determined they would like to sell. A letter was sent out to all adjacent property owners notifying them of the sale of the parking lots. During the first round of sealed bids the North Parking Lot and South Parking Lot B had valid bids. The original bid that was submitted for South Parking Lot A was rescinded. At that meeting the Council accepted the submitted bids to purchase the North Parking Lot (West Half to the School District and East Half to Trinity Church) and the bid for the South Parking Lot B (Homestead Rentals, LLC). Staff stated they would put the South Parking Lot A back out for bid and notify the adjacent properties again and also put on the City website to open it up to the general public. On August 29th a letter was sent again to all adjacent property owners notifying them of the sale with a map to show the location of South Parking Lot A. It was also put on the City of Princeton's website. The deadline for bid submittal for South Parking Lot A was September 21, 2023 at 11:00 am. The sealed bids received for South Parking Lot A were opened on September 21, 2023 at 11:00 am in the City Council Chambers. The City received 1 bid, which is summarized in the table below.

Bidder Name	Parking Lot(s) Bidding on	Bid Amount	Comments
Pettibone Nursery and Landscape	South Parking Lot A	\$3501.00	See narrative attached to bid form

The City would be selling this parking lot with a deed restriction placed on said parcel stating the lot can only be used as a parking lot in the future. Also, the City will place utility easements where necessary and an ingress/egress easement for the adjacent properties to access their parking areas. The City will cover all costs associated with closing.

Recommendation:

Staff recommend that the City Council authorize:

- 1) Sale of South Parking Lot A to Pettibone Nursery and Landscape for \$3501.00 with the condition that a deed restriction is placed on the property restricting it to remain a parking lot in the future. The City will place utility easements where necessary and an ingress/egress easement over the property to allow adjacent property owners to access their parking areas.