



## CITY COUNCIL MEMORANDUM

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**TO:** City Council

**FROM:** Matthew R. Schmitz, MPA – City Manager

**DATE OF MEETING:** May 11, 2026

**ITEM TITLE:** Resolution authorizing a bid process and setting a public hearing for the proposed sale of 204 3rd Street NE

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### **BACKGROUND:**

The City of Independence acquired the property located at 204 3rd Street NE by Court Order under Iowa Code Section 657A.10B, following a finding that the property was abandoned. Prior to acquisition, we determined that the structures on the property constituted a public nuisance due to severe dilapidation and inoccupancy. The City Council has identified no public use for this parcel, and continuing to own it would require ongoing maintenance at the public's expense.

### **DISCUSSION:**

This resolution formally initiates the bid process and sets a public hearing for the sale of the property. Sealed bids will be accepted until 11:00 A.M. on May 19, 2026. The property will be sold in "as is" condition. To ensure the property is appropriately rehabilitated, the Request for Proposals requires the successful bidder to demolish the primary structure, including the basement foundation, within 90 days of closing. The accessory structure must also be demolished or fully restored to code compliance within one year, provided a new primary structure is constructed within that same timeframe. Transferring this property to a private buyer eliminates a neighborhood nuisance and reduces the ongoing maintenance burden on our staff.

### **RESULTS:**

The City has established priorities during strategic planning sessions. This item supports the Vision from that session of **encouraging a supportive environment for businesses, workforce, and economic development**. This item helps achieve that vision by cleaning up a derelict property, ensuring the complete removal of dilapidated structures, and preparing the lot for potential new residential development.

### **FINANCIAL CONSIDERATION:**

The sale of this property promises to generate sufficient funds to reimburse the City for the expenses incurred to acquire it. Any remaining proceeds will be utilized to support our ongoing nuisance abatement program. To ensure responsible bids, all proposals must include a bid bond equal to 25% of the total bid amount.

### **RECOMMENDATION:**

Staff recommends a motion to approve and authorize the Mayor to sign the resolution authorizing the bid process and setting a public hearing date of May 26, 2026, at 5:30 P.M. for the proposed sale of the property located at 204 3rd Street NE.