



CITY COUNCIL WORK SESSION MEMORANDUM

TO: Matthew R. Schmitz, MPA - City Manager

FROM: Matt Chesmore – Building Official

DATE OF MEETING: March 17, 2025

ITEM TITLE: Disposition of Real Estate

DISCUSSION:

Staff would like to talk with Council about how to dispose of property obtained through the 657A process. We have one property that is ready to be disposed of, with costs allocated and tallied, but we need guidance from the Council on how they would like to proceed. We have compiled a couple of options for consideration:

1. Publicly Advertise the parcel for sale in local newspapers, posting in public buildings, etc.
 - a. This option may be the least expensive, but we believe it will also create a narrow list of bidders due to limited outreach.
2. Hire a real estate agent through an RFP process.
 - a. This option would be more costly than option 1, but we believe it would attract a wider range of potential buyers. It would also require the least Staff time since we would be hiring a professional to handle the sale of the property.

It should be noted that both of the above options are widely used throughout communities disposing of property.

RECOMMENDATION:

Staff recommends discussion of this topic. No action is needed at this meeting, as any decision items needed would be brought forward to a City Council meeting for approval.