



City of Nome, Alaska

CITY CLERKS'S OFFICE

MEMORANDUM

DATE: August 12, 2020

TO: Mayor Handeland and Members of the Nome Common Council

FROM: Bryant Hammond, City Clerk

SUBJECT: Real Property Disposal Process

City of Nome staff are recommending the disposal of three (3) properties owned by the City of Nome:

207 Prospect Place, lot 49 of block 57, Parcel ID 001.411.24

209 Prospect Place, lot 50 of block 57, Parcel ID 001.411.20

103 East King Place, lot 5A of block 50, Parcel ID 001.161.29

Each property is located within the townsite of Nome and has access to utilities.

Per City Attorney Cacciola:

Based on 2.10.030-.050, I see the procedure as the council passing a normal non-code ordinance in the regular course. This non-code ordinance declares the property surplus and authorizes sale. From there, it's on you as the clerk – no further council action required.

The timing of the published notice and bid opening are strange. Per 2.10.050(c), the bid opening shall be on the 36th day after the date of first publication of the notice. 2.10.040(a) says that the notice must be published not less than 30 days before the date of bid opening. Finally, per 2.10.050(b), bids must be received within 30 days after the date of first publication.

In effect, the date you publish determines everything else – deadline to submit bids is within 30 days of the date of first publishing and the opening is on the 36th day. I suppose this is to allow six days for bids that are post-marked by not received within 30 days.

Should the council desire to reject all bids under 2.10.050(c), that's up to the council to do at its meeting following bid opening. No further council authorization is required, but council can "veto" the sale.

Process Overview:

- August 24 - first reading.
- September 14 - second reading and public hearing. Passage of the ordinance declares the listed property as surplus and available for disposal.
- September 17 - first notice published in the Nome Nugget.
- October 17 - deadline for sealed bids to either be postmarked or physically received at the Clerk's Office.
- October 23 - 11am bid opening in Council Chambers. Highest responsive and responsible bids will be granted quit claim deeds, subject to action taken at the next Council meeting.
- October 26 - Regular City Council meeting and opportunity for Council to reject any and all bids by motion.

Reference NCO 2.10 at:

<https://www.codepublishing.com/AK/Nome/#!/Nome02/Nome0210.html#2.10>