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d Property & Real Estate Strategy Plan Paper

Overview Description

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First District City Council

Ordinance 2017-170 outlines the annual publishing of all city-owned real estate in combination with a biennial Real Estate Strategy Plan that outlines how to best convert unused city properties into publicly valuable tax generating assets. A key change is creating a publicly shared and searchable list of all city-owned properties. This will demystify the process for acquiring city-owned properties for everyone. Another change is creating a more open and defined process for acquiring city-owned properties, including through the unsolicited bid process. These changes empower the public to see what the City owns, how the City plans to utilize each parcel, and if interested, how to acquire or purchase a parcel.

1. The City must publish a searchable list of ALL city-owned parcels on the City's website. This includes parks, schools, parks and recreation facilities, as well as other public buildings.
2. The list of City-Owned Real Estate and Surplus Properties is to be published on July 1, 2018 and updated every July 1st hereafter.
3. The List will be published with the following information:
 - a. Assessor's information (includes zoning, use, assessed values, etc.),
 - b. Parcels that are currently used by the City (with a description of use),
 - c. Vacant Lots (parcels that do not have any improvements or structures),
 - d. Parcels that the City has solicited an offer, bid, or proposal,
 - e. Parcels deemed surplus by the School Board,
 - f. Parcels declared surplus by Section 8-60, and
 - g. Parcels located in an Enterprise Zone, Arts and Cultural District, CARE, Extra Commercial Area Revitalization Efforts, redevelopment area, conservation area, or rehabilitation district.
4. Biennial report of surplus properties will be provided to City Council by the CAO. This will be a real estate strategy plan that identifies properties available to strategically facilitate development across the City. This will be due as a report to City Council on October 1st every odd numbered year hereafter.
 - a. This allows for City Council to impact and influence all surplus properties in one action, versus piecemeal or one-at-a-time. Council will still retain all authority to add/remove properties by Council action at any time. This will improve the transparency and openness of this process and make it more defined.
5. If a buyer would like to purchase a city-owned parcel, the City's website will provided policies and procedures determined by the CAO as needed for a valid offer. The policies and procedures will include when a deposit is needed, the amount, and any other information listed. Once the offer is deemed valid, the CAO will immediately notify Council and the Mayor.