City of Carroll

112 E. 5th Street Carroll, Iowa 51401-2799 (712) 792-1000 FAX: (712) 792-0139

MEMO TO: Honorable Mayor and City Council Members

FROM: Mike Pogge-Weaver, City Manager MJP-W

DATE: September 23, 2020

SUBJECT: 224 N Main St - Request for Redevelopment Proposals (RFP)

The City purchased 224 N Main St on October 1, 2019 with the purpose of demolishing the former City Apartments building and then sell the property for redevelopment. Demolition work was completed this summer and final environmental testing was completed in September and the City is now in a position to sell the property.

Attached is an RFP to sell the property. The RFP calls for redevelop the property into a residential use. The preferred, but not required, development would be a 4-plex residential building. The RFP considers both land price, future use, developer experience, and architectural style in determining the preferred development proposal.

If the proposed RFP is approved by the City Council, the timeline for proposal and sale of the property is as follows:

October 12, 2020	**City Council approves RFP**
October 22, 2020	Informational Meeting – 11:30 a.m. at City Hall
November 12, 2020	11:00 a.m. - Proposal Deadline
November 17, 2020	Review panel recommends preferred Proposal
November 23, 2020	**City Council selects preferred Proposal and Sets Public Hearing**
December 14, 2020	**Public Hearing and City Council approves preferred Proposal**

Bold items denote City Council action

The RFP calls for the City to enter into a Real Estate Contract of Sale with the Proposer of the preferred development proposal specifying the terms and conditions of the redevelopment. A deed will be provided upon completion of the terms and requirements set forth the Real Estate Contract of Sale. The redevelopment would be required to start within 9 months of the date of the Real Estate Contract of Sale or date otherwise approved and must be completed within 18 months of the date of the Real Estate Contract of Sale.

City policies 304 (Sale of Surplus City Property) and 307 (Appraisals for Real Property Sales and Purchases) cover the City's requirements for the sale of real property by the City. These polices go beyond the requirements of state code. Additionally, the City would like to get this property back into private hands as quickly as possible and feel it is prudent to waive these polices to do that. For those reasons, the Council is asked to waive these police for this real property sale.

RECOMMENDATION: Mayor and City Council consideration of a motion waving city policies 304 and 307 related to the sale of real property and approve the proposed Request for Redevelopment Proposals for 224 N Main St.

City of Carroll
Request for Redevelopment Proposal

224 N Main St

Proposal Due: 11:00 AM on November 12, 2020

627 N Adams St – Carroll, IA 51401 – (712) 792-1000 – www.cityofcarroll.com

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REDEVELOPMENT PROPOSAL
224 N Main St

PROPOSAL SPECIFICATIONS AND REQUIREMENTS:

Section 1. BACKGROUND

The City of Carroll ("City") invites developers, end-users and interested parties (collectively "Proposer") to submit a development plan ("Proposal") for a City-owned property at 224 N Main Street, Carroll, Iowa 51401 ("Property"). The legal description of the Property is as follows:

> Lot 9 and the South 11 feet of the West 68 feet of Lot 10, Block 37, Second Addition to the City of Carroll, Carroll County, Iowa

The City will consider all Proposals that contemplate development of the Property with a project which enhances the neighborhood with quality architecture, is financially feasible and is consistent with the market.

RFP information for this site is available online at:
https://www.cityofcarroll.com/Redevelopment-Opportunities

Proposals will be accepted until 11:00 AM on November 12, 2020.

Proposals are to be submitted to:
City of Carroll
Attn: Mike Pogge-Weaver
627 N Adams St
Carroll, IA 51401

The City will not be bound to accept any Proposal and may decide to abandon the disposition. Any sale of the Property shall be without warranty or guarantee as to its completeness, condition, accessibility or its suitability for intended use of the Proposer. The Property will be based on best reuse of the Property and price. Price will NOT be the sole factor in selling the Property. The Property will be disposed of "as is and where is."

Section 2. DEVELOPMENT OBJECTIVES

The City is seeking development proposals that achieve the following objectives:

- Provide an opportunity for infill redevelopment through new construction in an established neighborhood
- Design that enhances the character of the neighborhood
- Preference for projects that provide additional housing as identified in the Carroll County Housing Assessment Study

Section 3. RFP SCHEDULE

October 12, 2020	**City Council approves RFP**
October 22, 2020	Informational Meeting – 11:30 a.m. City Hall City Council Chambers
November 12, 2020	11:00 a.m. - Proposal Deadline
November 17, 2020	Review panel recommends preferred Proposal
November 23, 2020	**City Council selects preferred Proposal and Sets Public Hearing**
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Bold items denote City Council action

Section 4. GOOD FAITH DEPOSIT

A good faith deposit of 10% of bid amount is required as part of the Proposal. Deposit will be in the form of a cashier's check.

Section 5. FINANCIAL ABILITY

Proposer must show proof of financial ability to complete the Project.

Section 6. FUTURE USE

The Property is zoned I-1 Light Industrial District development. The City's expectation would be that the site would be redeveloped as a multi-family residential development. Proposers are strongly encouraged to submit site plans and building elevations with their Proposal.

Section 7. PRESUBMITTAL CONCEPT REVIEW

Proposers are strongly encouraged to submit a concept review to the City for their review and comment prior to the Proposal deadline. The City can provide a confidential technical review of a Project's conceptual design to the Proposer considering requirements of the zoning code, city code, and other site considerations such as infrastructure, access, etc.

Section 8. REVIEW PANEL

All Proposals will be reviewed and evaluated by a review panel of City Staff. The review panel serves as a recommending body, and only provides a recommendation of a preferred development Proposal for the City Council's consideration. The review panel will make a recommendation of the preferred Proposal for the City Council's consideration based upon the Proposal which best meets the evaluation provided in paragraph 9.

Section 9. PROPOSAL EVALUATION

Proposals will be scored in the following seven categories (100 points total):

a. Capacity, experience, and capability of the Proposer with similar projects (20 points max)
b. Number of residential units (20 points max)
   - Four-plex residential building (20 points)
   - Three- plex residential building (10 points)
   - All other proposals (0 points)
c. Quality of architecture (15 points max)
d. Compatibility with neighborhood (15 points max)
e. Land Purchase Offer Price (10 points max)
f. Financial feasibility (10 points max)
g. Style of entry to each unit (10 points max)
   - Individual entry to each unit (10 points)
   - Single or combined entry to units (0 points)

Section 10. GENERAL REQUIREMENTS

The Proposer shall be obligated to the following redevelopment requirements:

a. The City is selling the Property "As is" and shall disclose, in writing, to interested Proposers all of the facts or claims known to the City about any environmental conditions that exist on the Property. The City has completed environmental testing on the Property. Proposers can find the environmental reports for the project on-line during the period of this RFP at https://www.cityofcarroll.com/Redevelopment-Opportunities. Copies are also available from the City upon request.

b. Any tree removal, landscaping, surveying or other work desired by the Proposer is the responsibility of the Proposer. Any unknown or unforeseen conditions are the responsibility of the Proposer.

c. Property will be kept free of garbage; debris; refuse; building materials; abandoned, non-operational, or junk vehicles; appliances and household furnishings. Yards must be maintained continuously in a healthy manner.

d. The Property will be used for the purpose of redevelopment and not for speculation in land holding. The City Manager shall review all plans for compliance with this Redevelopment Bid Proposal.

e. If a Proposal is accepted, the City shall provide a Real Estate Contract of Sale to the Proposer specifying the terms and conditions of the redevelopment Proposal. A deed will be provided upon completion of the terms and requirements set forth the Real Estate Contract of Sale.

f. Redevelopment proposed must be started within 9 months of the date of the Real Estate Contract of Sale or date otherwise approved and must be completed within 18 months of the date of the Real Estate Contract of Sale.

g. All proposed work requiring permits in accordance with the codes adopted by the City of Carroll must be secured by a licensed registered contractor who is currently registered with the City of Carroll.

h. Written Proposals shall be opened upon receipt, can be made available to the public upon request, and shall be reviewed by Review Panel for recommendation of award to the City Council.

Section 11. TAX ABATEMENT

The subject property is eligible for tax abatement on the first seventy-five thousand dollars ($75,000) of actual value added per living quarter for a period of five (5) years.

More information on the City of Carroll Tax Abatement Program can be found at https://www.cityofcarroll.com/Tax-Abatement.

For more information and eligibility requirements on the Tax Abatement Program, contact Mike Pogge-Weaver, City Manager, 627 N Adams St, Carroll, IA 51401, (712)790-3050 or mpoggeweaver@cityofcarroll.com.

PROPOSAL TO PURCHASE PROPERTY FOR PRIVATE REDEVELOPMENT

Name of Proposer: _____

Address: _____

Telephone: _____

Legal Description: Lot 9 and the South 11 feet of the West 68 feet of Lot 10, Block 37, Second Addition to the City of Carroll, Carroll County, Iowa

Land Purchase Offer Price: _____

Good Faith Deposit: _____

Description of Project or Proposed Use of Property: (For example the type of housing proposed – to be rental or owner occupied, amenities proposed, landscaping planned, etc. This explanation of the housing/development project can be attached as separate page)

_____

_____

_____

_____

Estimated Cost of Improvements:

Funding Source (s): _____

Estimated Sale Price or Rental Cost, if applicable: _____

Estimated Time For Commencement: _____

Estimated Time For Completion: _____

Additional Comments:

_____

_____

_____

The City reserves the right to waive informalities in the sale procedures herein provided and to reject any and all Proposals. If this Proposal is accepted, the City shall provide a Real Estate Contract of Sale to the Proposer specifying the terms and conditions of the redevelopment proposal. A deed will be provided upon completion of the terms and requirements set forth within.

In the event this Proposal is accepted by the City Council and the Proposer fails or refuses to enter into a contract of sale for the property within 45 days after notification of acceptance of proposal, the City may terminate all rights of the Proposer hereunder, and, in such event, may retain the good faith deposit of the Proposer as liquidated damages and the City may proceed with other arrangements or plans for the sale of the Property to which this Proposal relates.

The City may withdraw from the sale of the Property at any time prior to conveyance of title and possession of said Property by reason of the City being enjoined or prevented from so doing by any order or decision or act of any judicial, legislative, or executive body having authority in the premises, or by reason of the City not being able to transfer unencumbered title. In such case, the deposit can be refunded to the Proposer.

Failure by the Proposer to perform the requirements set forth above in the required time frame will result in the Property reverting back to the City of Carroll. In such event, the City may retain all improvements and funds paid by the Proposer.

Sale, assignment, or transfer of the Real Estate Contract by the Proposer, prior to the completion of the development requirements, must have prior written approval by the City of Carroll.

If you have questions, contact Mike Pogge-Weaver, 627 N Adams St, Carroll, IA 51401; (712) 775-7505 or email mpoggeweaver@cityofcarroll.com.

_____ _____

Name of Proposer (type or print) Signature

_____

Date

EXHIBIT A: PROPERTY AERIAL MAP

PIN 06-25-203-002
Address 224 N MAIN ST
Owner CARROLL - CITY
Class MULTI-RES

EXHIBIT B: INFRASTRUCTURE MAP

PIN 06-25-203-002
Address 224 N MAIN ST
Owner CARROLL - CITY
Class MULTI-RES

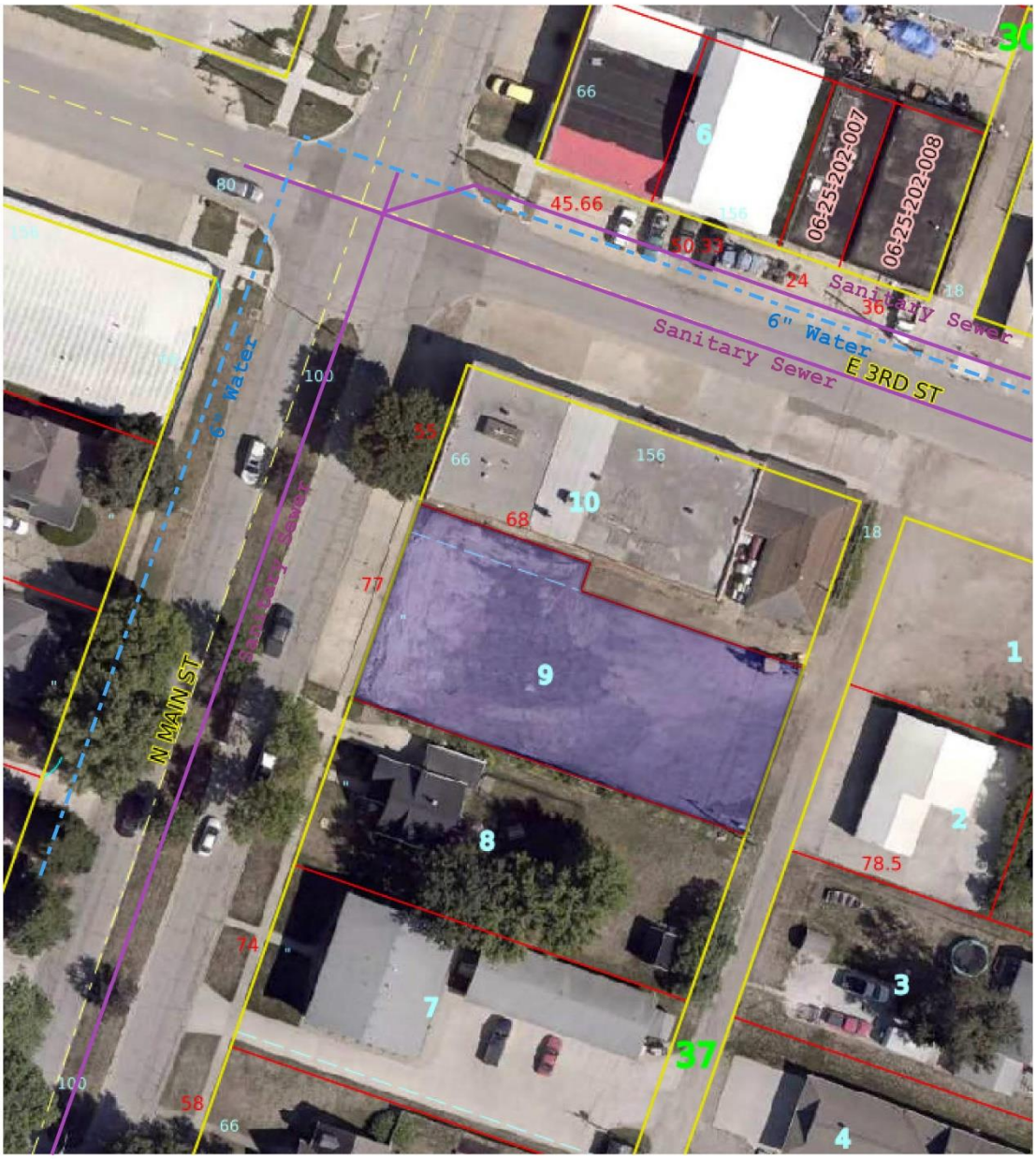

EXHIBIT C: ASSESSOR'S CARDS

CARROLL COUNTY ASSESSOR

Assessor Hub provided by Vanguard Appraisals, Inc

Parcel Number:	06-25-203-002
Deed Holder:	CARROLL - CITY
Property Address:	224 N MAIN ST CARROLL MAP THIS ADDRESS
Class:	MULTI-RES
Map Area:	CARROLL-C
Legal Description:	SECOND ADDITION BLOCK 37 LOT 9 & S 11 FT OF W 68 FT OF LOT 10
Property Report:	PROPERTY REPORT (PDF FILE)

Pin 06-25-203-002 Photo

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Estimated values as of January 01, 2020 - Taxes payable September 2021 and March 2022

Land Value	Dwelling Value	Improvement Value	Total Value
$22,090	$1,680	$0	$23,770

Get Current Year Tax Estimate

Prior Year Value Information

Year	Land Value	Dwelling Value	Improvement Value	Total Value
2019	$22,090	$38,420	$0	$60,510
2018	$22,090	$37,360	$0	$59,450

More Years...

Land Information

Lot Type	Square Feet	Acres
Sq. Ft x Rate	11,044	0.254

Commercial Building Information

Occupancy	Year Built	Building Area
Apartment	1890	1,988
Apartment	1920	1,032
Apartment	1920	520
Apartment	1920	60

Yard Extra Information

Description	Item Count	Year Built
GARAGE	1	1920

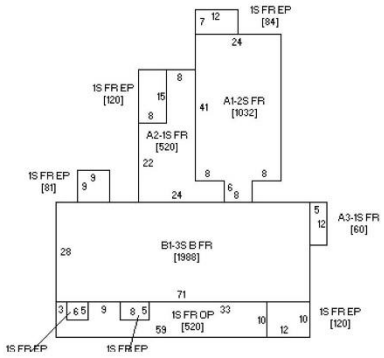
Sale Information

Sale Date	Amount	Non-Useable Transaction Code	Recording
10/01/2019	$31,500	2 - Sale to/by Government/Exempt Organization	2019/2899
03/17/1995	$0	1 - Quit Claim Deed	163/286

Building Permit Information

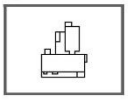
Date	Number	Tag Descr	Tag Date	Amount	Reason
07/09/2020	200251	Yes	01/01/2021	0	Demo/Rmvl

Sketch



Sketch of Pin 06-25-203-002

1 / 1



GIS Map Information

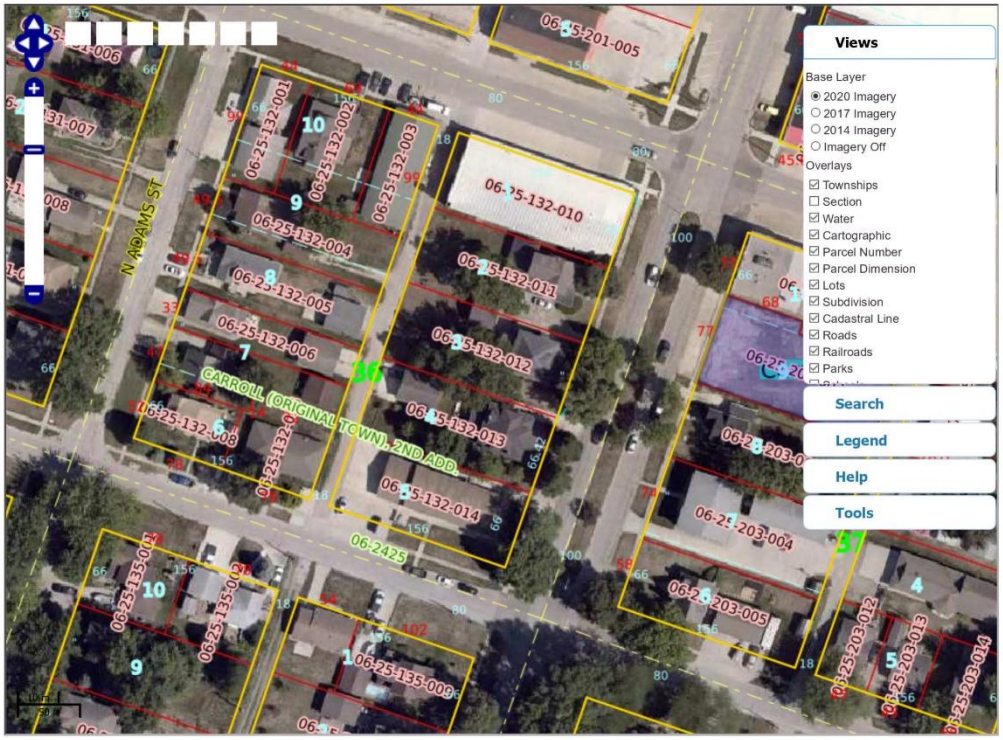

Views
Base Layer
2020 Imagery
2017 Imagery
2014 Imagery
Imagery Off
Overlays
Townships
Section
Water
Cartographic
Parcel Number
Parcel Dimension
Lots
Subdivision
Cadastral Line
Roads
Railroads
Parks
Search
Legend
Help
Tools
N ADAMS ST
CARROLL (ORIGINAL TOWN), 2ND ADD.
06-25-132-010
06-25-132-011
06-25-132-012
06-25-132-013
06-25-132-014
06-25-132-001
06-25-132-002
06-25-132-003
06-25-132-004
06-25-132-005
06-25-132-006
06-25-132-008
06-25-201-005
06-2425
06-25-203-004
06-25-203-005
06-25-203-012
06-25-203-013
06-25-203-014
06-25-135-009

EXHIBIT D: CURRENT SITE PHOTOS

View from Main Street

View from Alley east of property