



## COMMUNITY DEVELOPMENT MEMORANDUM

Planning,  
Zoning,

Building Safety,  
Construction Inspection  
Services,  
Public Health

**To:** Mayor and City Council Members  
**Cc:** Gregg Mandsager, City Administrator  
Dave Gobin, Community Development Director  
**From:** Andrew Fangman, City Planner  
**Date:** May 3, 2016  
**Re:** Resolutions Declaring 303 Brook Street & 307 Brook Street as Surplus Property

**INTRODUCTION:** Staff is recommending that three City owned parcels at 303 Brook Street & 307 Brook Street be declared as public surplus.

**BACKGROUND:** The City owns a vacant 7,321 square foot parcel located at 303 Brook Street and a vacant and an 8,605 square foot parcel at 307 Brook Street. Staff has determined that there is no public purpose for the continued City ownership of these three parcels, and is recommending that City Council declare them as surplus process, which would be the first step in returning these parcels to productive use and the tax roll. Currently Parks and Recreation Department staff is mowing these three parcels and shoveling snow on the adjoining sidewalks. Between these costs and the property tax that is not being collected on these parcels it is costing the City about \$2,400 per year to continue to own these two parcels.

The City first acquired the Brook Street parcels in 1984 and also in 1984 the City demolished a house on this site, in 1993 the City subdivided the two Brook Street Parcels with aim of making two site available for the development of affordable homes.

The attached resolutions are declaring the properties as surplus. Discussion on the sale procedure and price will occur at a future meeting of Council.

**RECOMMENDATION:** To approve the attached resolutions.

**BACKUP INFORMATION:**

1. Resolutions Declaring 303 Brook Street & 307 Brook Street as Surplus Property
2. Maps

Prepared by Andrew Fangman, 215 Sycamore St. Muscatine, IA, 52761 (563) 262-4141

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION DECLARING AS SURPLUS AND AUTHORIZING THE  
DISPOSAL OF SAID CERTAIN REAL ESTATE (303 BROOK STREET)**

**WHEREAS**, the City Council of Muscatine, does hereby declare to be surplus and it to be in the best interest of the public to dispose of the following described real estate, also known as 303 Brook Street, in Muscatine, Iowa, to-wit;

**Lot 2 of Subdivision of Lot 11 of Block 1 of Brook Street Addition to City of  
Muscatine, Muscatine County Iowa.**

**NOW, THEREFORE, BE IT RESOLVED**, that the City Administrator is hereby authorized and directed to take the necessary steps to dispose of the Property, subject to appropriate action of the City Council as provided by law.

**PASSED, APPROVED AND ADOPTED** this 5<sup>th</sup> day of May 2016.

**BY THE CITY COUNCIL OF THE  
CITY OF MUSCATINE, IOWA**

---

**Diana L. Broderson, Mayor**

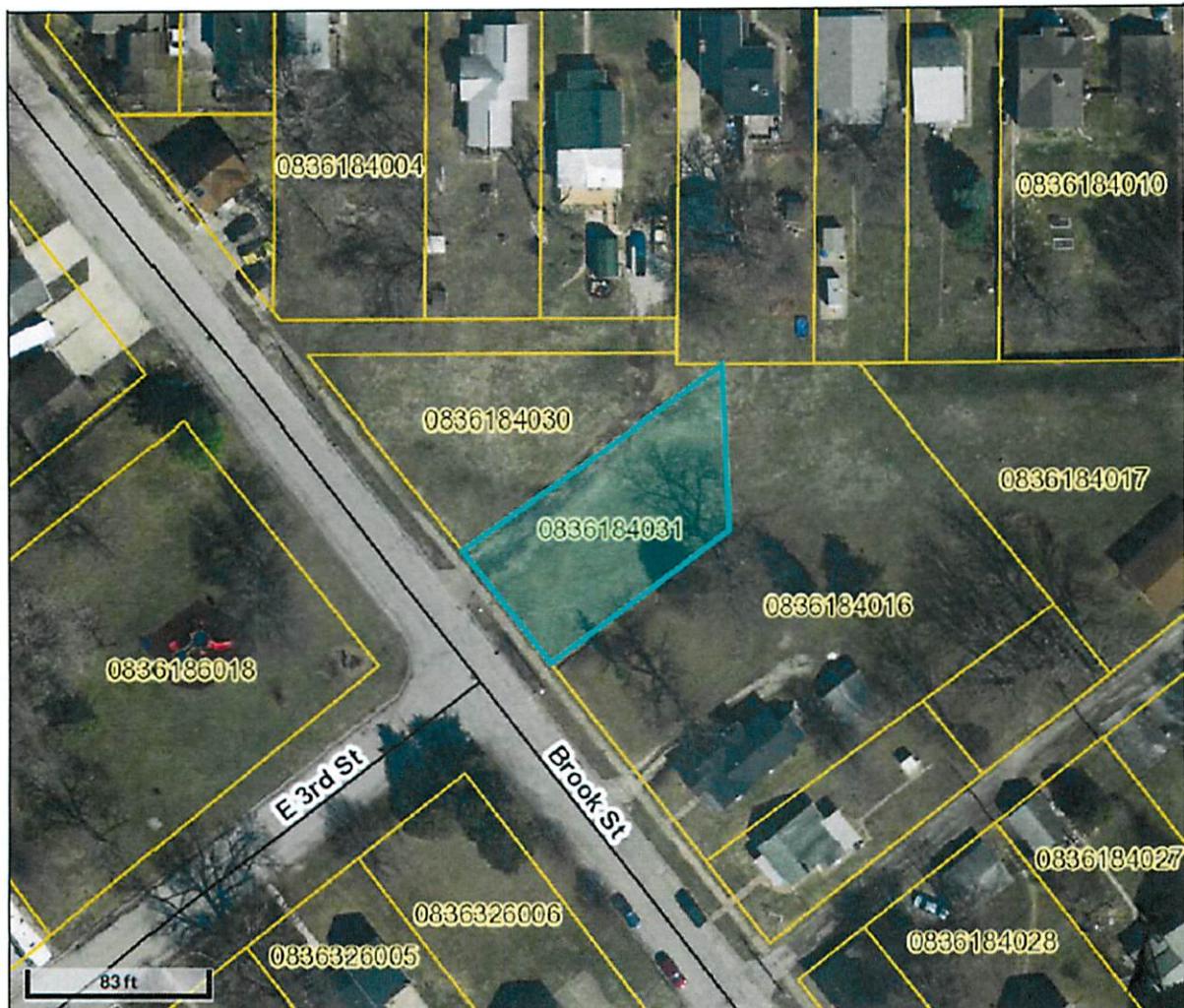
**Attest:**

---

**Gregg Mandsager, City Clerk**



## Muscatine Area Geographic Information Consortium (MAGIC)



ParcelID	0836184031	Alternate ID	n/a	Owner Address	MUSCATINE CITY OF 215 SYCAMORE ST MUSCATINE IA 52761
Sec/Twp/Rng	36-77-2W	Class	ZZ - EXEMPT PROPERTY		
Property Address		Acreage	n/a		
District				MCMUU - MUSCATINE CITY/MUSCATINE SCH/MUSCATINE FIRE	
Brief Tax Description				LOT 2 SDLOT 11 BLK 1 BROOK ST ADD	
				<b>(Note: Not to be used on legal documents)</b>	

Date created: 4/19/2016