



## MEMORANDUM

**TO: PLANNING COMMISSION**

**FROM: TERESA MCCLISH, DIRECTOR OF COMMUNITY DEVELOPMENT**

**SUBJECT: APPOINTMENT OF PLANNING COMMISSIONER TO PARTICIPATE ON AN AD HOC COMMITTEE FOR SELECTION OF A REALTOR TO LIST FOR SALE CITY PROPERTIES ON FAEH AVENUE AND PEARWOOD AVENUE**

**DATE: APRIL 7, 2015**

### **RECOMMENDATION:**

It is recommended the Planning Commission appoint one representative to participate on an Ad Hoc Committee for the selection of a realtor to assist in the sale of City properties on Faeh Avenue and Pearwood Avenue.

### **IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:**

Revenue from the sale of the Faeh Avenue property will be paid to property taxing agencies. As one of the agencies, the City will receive a portion of the revenue, which has been included in the FY 2014-15 Annual Budget revenue estimates. Revenues from the Pearwood Avenue property are intended to be used for an affordable housing project in the City by the Housing Authority of the City of San Luis Obispo. There will be measurable staff time required by the Interim City Manager and Director of Community Development in order to execute sale of the properties. However, selection of one agent will help to reduce that workload.

### **BACKGROUND:**

On March 24, 2015, the City Council authorized the formation of an ad hoc committee in order to select a realtor to list for sale City properties on Faeh Avenue and Pearwood Avenue. The committee will include the following representation:

- ❖ One Council Member
- ❖ One Oversight Board Member
- ❖ One Planning Commissioner
- ❖ Community Development Director

## **PLANNING COMMISSION**

### **APPOINTMENT OF PLANNING COMMISSIONER TO PARTICIPATE ON AD HOC COMMITTEE FOR SELECTION OF A REALTOR TO LIST FOR SALE CITY PROPERTIES ON FAEH AVENUE AND PEARWOOD AVENUE**

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#### **ANALYSIS OF ISSUES:**

Applications/proposals have been solicited and proposals received, but not yet reviewed, with information on experience, recommended approach and commission. In order to provide a fair opportunity for all realtors to obtain the listing, the selection will be made through the following process:

- ❖ Interviews;
- ❖ Recommendation by a selection committee; and
- ❖ Approval by the City Council/Successor Agency.

Based upon the process for sale approved by Council, a representative from the Planning Commission is needed to proceed in selecting an agent.

#### **ADVANTAGES:**

Selection of a Planning Commissioner will aid the Ad Hoc Committee. The Committee will provide the fairest opportunity for local realtors to obtain the listing, resulting in a more competitive service and proposed commissions, and may help facilitate future sale of RDA properties.

#### **DISADVANTAGES:**

The selection process will be more labor intensive, lengthy and require more time from the appointed Commissioner.

#### **ALTERNATIVES:**

The following alternatives are presented for consideration:

- Appoint a Planning Commission representative to the Ad Hoc Committee
- Do not Appoint a Planning Commission representative to the Ad Hoc Committee;  
or
- Provide direction to staff.

#### **ENVIRONMENTAL REVIEW:**

No environmental review is required for the selection of a Planning Commissioner to participate on the Ad Hoc Committee.

#### **PUBLIC NOTICE AND COMMENT:**

The agenda was posted in front of City Hall and on the City's website on Friday, April 3, 2015.