



**CITY-OWNED PROPERTY
DEPARTMENT RETENTION REQUEST FORM
(ESCHEATED PROPERTIES ONLY)**

DATE: April 5, 2020

TO: City Manager's Office

THRU: City Attorney's Office

THRU DEPT HEAD APPROVAL: N/A

FROM STAFF (Point of Contact): N/A

DEPARTMENT REQUESTING RETENTION: N/A

PROPERTY: Please refer to Attachment A

WHAT IS THE MUNICIPAL NEED/PURPOSE FOR THE PROPERTY?

Escheated properties received from St. Lucie Board of County Commissioners.

FOR PARCELS IN EXCESS OF .25 ACRES, WOULD AN EASEMENT ACCOMPLISH THE DEPARTMENT NEED? LIST OTHER ALTERNATIVES.

N/A

WITH WHICH CITY COUNCIL STRATEGIC GOAL(S) WILL THIS PROPERTY'S USE BY YOUR DEPARTMENT ALIGN?

N/A

WHAT DEPARTMENTAL BUSINESS PLAN OBJECTIVES ARE SUPPORTED BY THE USE OF THIS PROPERTY?

N/A

HOW DOES YOUR DEPARTMENT INTEND TO MANAGE THE PROPERTY?

N/A

IN WHAT FISCAL YEAR DOES YOUR DEPARTMENT INTEND TO COMMENCE USE OF THE PROPERTY?

N/A



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IS THERE A CAPITAL IMPROVEMENT PROGRAM (CIP) PROJECT ASSOCIATED WITH THE PROPERTY? IF YES, INCLUDE CIP FUND AND PROJECT TITLE. IF NO, IDENTIFY THE BUDGETED FUNDS NEEDED TO ACTIVATE PROPERTY USE.

N/A

HOW WILL YOUR DEPARTMENT FUND NON-AD VALOREM TAXES ASSESSED ON THE PROPERTY, MAINTENANCE, OTHER?

N/A

CITY MANAGER OFFICE USE ONLY

CHECK ONE: APPROVED FOR ASSIGNMENT: ___ DENIED FOR ASSIGNMENT: X

IF DENIED, SHALL THE PROPERTY BE DECLARED SURPLUS? YES X NO

PRINT NAME: David Graham SIGNATURE: [Signature]

DATE: 03/31/2021

Note: Properties declared surplus shall be disposed in accordance with Section 35.09 of the City Code, Sec. 9.09(g) of the City Charter, Resolution 18-R07 and Policy #18-01ccd.

METHOD OF DISPOSAL, CHECK ONE:

REQUEST FOR PROPOSAL ___ BROKER ___ AUCTION X OTHER* ___

*EXPLAIN OTHER: _____

NOTE: CMO STAFF SHALL, UPON COMPLETION AND SIGNATURE, PROVIDE A COPY TO THE CITY ATTORNEY OFFICE AND THE PROCUREMENT MANAGEMENT DIVISION FOR DISPOSITION.

CITY ATTORNEY OFFICE (CAO) ACTION:

NOTIFIED IT/GIS BY CAO NAME & DATE: Margaret Carland (via Betty Bollinger) on 4.5.21

NOTIFIED FINANCE BY CAO NAME & DATE: Margaret Carland (via Betty Bollinger) on 4.5.21