

**STAFF REPORT**

G-6



THE CITY OF  
NOVATO  
CALIFORNIA

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MEETING

DATE: April 4, 2017

TO: City Council

FROM: Brian Cochran, Finance Manager  
Veronica Nebb, Senior Assistant City Attorney

SUBJECT: **APPROVE A RESOLUTION TO DELEGATE AUTHORITY TO THE CITY MANAGER TO NEGOTIATE AND EXECUTE ANY AND ALL DOCUMENTS TO EFFECTUATE SALE OF A CITY-OWNED MOBILE HOME LOCATED AT 171 MARIN VALLEY DRIVE**

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**REQUEST**

Consider approving a resolution authorizing the City Manager, subject to the concurrence of the Finance Manager and City Attorney, to negotiate the sale of a City-owned mobile home located at 171 Marin Valley Drive and to execute any documents necessary to effectuate said sale in a form acceptable to the City Attorney.

**DISCUSSION**

The City Council, at its meeting of June 13, 2016, authorized the purchase and installation of a new mobile home on the lot within the Marin Valley Mobile Country Club at 171 Marin Valley Drive. The lot was previously vacated due to a resident who passed away with no next of kin and with no value attributable to the home. During the summer and fall of 2016, the new 1,100 square foot home was designed, manufactured, delivered to the site, set up and installed. The property was also landscaped. The home has now been listed for several months at \$350,000

While the City has received several offers of interest on the home, all have fallen through or backed away for one reason or another. The City has now received an all-cash offer with only an inspection contingency. The proceeds from the sale will be deposited into the City's Marin Valley Mobile Country Club fund.

To facilitate the sale process, staff recommends that the City Council grant the City Manager authority to negotiate the sale of the home at 171 Marin Valley Drive subject to the concurrence of the City Attorney and Finance Manager. This authority would continue to apply to future offers if the current offer to purchase does not close escrow.

**RECOMMENDATION**

Approve a resolution authorizing the City Manager, subject to the concurrence of the Finance Manager and City Attorney, to negotiate the sale of a City-owned mobile home located at 171 Marin Valley Drive and to execute any documents necessary to effectuate said sale in a form acceptable to the City Attorney.

## **ALTERNATIVES**

1. Do not grant the City Manager the authority at this time.
2. Grant the requested authority to the City Manager with revised parameters.

## **ATTACHMENTS**

1. Resolution

CITY COUNCIL OF THE CITY OF NOVATO

RESOLUTION NO \_\_\_\_\_

RESOLUTION DELEGATING AUTHORITY TO THE CITY MANAGER TO NEGOTIATE AND EXECUTE ANY AND ALL DOCUMENTS TO EFFECTUATE SALE OF A CITY-OWNED MOBILE HOME LOCATED AT 171 MARIN VALLEY DRIVE

WHEREAS, the City of Novato owns the 315-unit mobile home park known as Marin Valley Mobile Country Club (“MVMCC”); and

WHEREAS, in 2016 the space at 171 Marin Valley Dr. was vacated, leaving an opportunity for the City to place a new unit on the property and sell said unit; and

WHEREAS, in June 2016, the City Council authorized the purchase and installation of a new mobile home unit at 171 Marin Valley Dr.; and

WHEREAS, the new home has been delivered and installed and has been listed for sale for several months; and

WHEREAS, the City has received an offer to purchase the unit and wishes to facilitate the sale process to close the transaction.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Novato hereby authorizes the City Manager, subject to the concurrence of the Finance Manager and City Attorney, to negotiate the sale of a City-owned mobile home located at 171 Marin Valley Drive and to execute any documents necessary to effectuate said sale in a form acceptable to the City Attorney.

\* \* \* \* \*

I HEREBY CERTIFY that the foregoing resolution was duly and regularly adopted by the City Council of the City of Novato, Marin County, California, at a meeting thereof, held on the 4th day of April, 2017, by the following vote, to wit:

- AYES: Councilmembers
- NOES: Councilmembers
- ABSTAIN: Councilmembers
- ABSENT: Councilmembers

\_\_\_\_\_  
Claudia Laughter, City Clerk

Approved as to form:

\_\_\_\_\_  
City Attorney of the City of Novato