



*City of Arts & Innovation*

# City Council/Successor Agency Housing Authority and Parking Authority Memorandum

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**TO:** HONORABLE MAYOR AND CITY COUNCIL, DATE: MAY 14, 2019  
HOUSING AUTHORITY BOARD AND PARKING  
AUTHORITY BOARD

**FROM:** COMMUNITY & ECONOMIC DEVELOPMENT WARDS: ALL  
DEPARTMENT

**SUBJECT:** RESOLUTIONS UPDATING SIGNING AUTHORITY FOR THE CITY MANAGER,  
ASSISTANT CITY MANAGERS, DEPUTY CITY MANAGERS AND COMMUNITY  
AND ECONOMIC DEVELOPMENT DIRECTOR ON DOCUMENTS RELATED TO  
REAL PROPERTY ACQUISITIONS, APPRAISAL EVALUATIONS, RIGHT OF  
WAY CERTIFICATIONS AND CERTIFICATES OF ACCEPTANCE

## **ISSUE:**

Adoption of various resolutions updating signing authority for real property acquisitions, appraisal evaluations, right of way certifications and certificates of acceptance for the City Manager, Assistant City Manager, Deputy City Managers and the Community and Economic Development Director.

## **RECOMMENDATIONS:**

That the City Council:

1. Adopt a Resolution (Attachment 1) authorizing the City Manager, Assistant City Managers, Deputy City Managers and the Community and Economic Development Director to approve appraisals of the fair market value of real property and repealing Resolution No. 21025;
2. Adopt a Resolution (Attachment 2) authorizing the City Manager, Assistant City Managers, Deputy City Managers and the Community and Economic Development Director to accept conveyances of real property and offers of dedications and repealing Resolution No. 21027; and
3. Adopt a Resolution (Attachment 3) authorizing the City Manager, Assistant City Managers, Deputy City Managers and the Community and Economic Development Director to execute Right-of-Way Certifications for projects in street rights-of-way utilizing state and/or federal funding and repealing Resolution No. 21028.

That the Successor Agency:

1. Adopt a Resolution (Attachment 4) authorizing the City Manager, Assistant City Managers, Deputy City Managers and the Community and Economic Development Director to approve appraisals of the fair market value of real property.

That the Housing Authority:

1. Adopt a Resolution (Attachment 5) authorizing the City Manager, Assistant City Managers, Deputy City Managers and the Community and Economic Development Director to approve appraisals of the fair market value of real property;
2. Adopt a Resolution (Attachment 6) authorizing the City Manager, Assistant City Managers, Deputy City Managers and the Community and Economic Development Director to accept conveyances of real property and repealing Section 7 of Resolution No. 2; and
3. Adopt a Resolution (Attachment 7) authorizing the City Manager, Assistant City Managers, Deputy City Managers and the Community and Economic Development Director to negotiate and execute offers and other related documents for acquisition of real property interests under \$50,000 and for acquisitions over \$50,000 if the Housing Authority has previously approved the transaction.

That the Parking Authority:

1. Adopt a Resolution (Attachment 8) authorizing the City Manager, Assistant City Managers, Deputy City Managers and the Community and Economic Development Director to review and approve appraisals of the fair market value of real property and repealing Resolution No. 26;
2. Adopt a Resolution (Attachment 9) authorizing the City Manager, Assistant City Managers, Deputy City Managers and the Community and Economic Development Director to accept conveyances of real property and offers of dedications and repealing Resolution No. 28; and
3. Adopt a Resolution (Attachment 10) authorizing the City Manager, Assistant City Managers, Deputy City Managers and the Community and Economic Development Director to negotiate and execute offers and other related documents for acquisition of real property interests under \$50,000 and for acquisitions over \$50,000 if the Parking Authority has previously approved the transaction and repealing Resolution No. 27.

**BACKGROUND:**

On September 6, 2005, several resolutions were adopted authorizing the City Manager and others to execute documents regarding real property. That authority was also given to positions that no longer exist (i.e., the Development Director and Real Property Manager). The Development Department was merged into the Community Development Department in 2011 which then later became the Community & Economic Development Department in 2015.

**DISCUSSION:**

With the reorganization of the departments and positions, and to ensure there is no delay in processing real property transactions, several old resolutions need to be repealed and new resolutions adopted in their place. These include the authority for approving fair market value appraisals, the execution of the certificate of acceptances and right-of-way certifications as well as execution of property acquisition documents for the Housing Authority and the Parking Authority.

**FISCAL IMPACT:**

There is no fiscal impact associated with the adoption of these resolutions.

Prepared by: David Welch, Community & Economic Development Director  
Certified as to  
availability of funds: Edward Enriquez, Chief Financial Officer/Treasurer  
Approved by: Rafael Guzman, Assistant City Manager  
Approved as to form: Gary G. Geuss, City Attorney

**Attachments:**

1. City Council Resolution - Appraisals
2. City Council Resolution – Certificate of Acceptance
3. City Council Resolution – Right-of-Way Certification
4. Successor Agency Resolution - Appraisals
5. Housing Authority Resolution – Appraisals
6. Housing Authority Resolution – Certificate of Acceptance
7. Housing Authority Resolution – Property Documents
8. Parking Authority Resolution – Appraisals
9. Parking Authority Resolution – Certificate of Acceptance
10. Parking Authority Resolution – Property Documents