



## TOWN OF APPLE VALLEY TOWN COUNCIL STAFF REPORT

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**To:** Honorable Mayor and Town Council      **Date:** June 12, 2012

**From:** Dennis Cron, Assistant Town Manager      **Item No:** 12  
Municipal Operations and Contract Services

**Subject:** DIRECT AND AUTHORIZE STAFF TO ESTABLISH A ROTATING  
VICTOR VALLEY BASED REAL ESTATE BROKER LIST FOR  
CURRENT AND FUTURE REAL ESTATE SALES AND PURCHASE  
TRANSACTIONS MADE ON BEHALF OF THE TOWN

**T.M. Approval:** \_\_\_\_\_      **Budgeted Item:**  Yes  No  N/A

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### RECOMMENDED ACTION:

That the Town Council direct and authorize Staff to establish a rotating list of local Victor Valley real estate brokers for purchase and/or sale of property on behalf of the Town.

### SUMMARY:

From time to time, the Town needs the services of a real estate broker to assist the Town with managing the sale and/or purchase of property on behalf of the Town. It is difficult and cumbersome to identify a "best broker proposal" to provide these services when the Town makes a property purchase or decides to market a Town owned property for sale.

As an alternative to the RFP/RFQ process (which can be time intensive and political), staff recommends the Town Council direct staff to develop standardized terms and conditions the Town will consider as a condition of using a particular Victor Valley based real estate brokerage firm for the purchase or sale of property on behalf of the Town.

Brokerage firms that agree to the standard commission terms, to be developed by Economic Development and Finance Department staff, would be placed on a rotational list. A particular broker would then be offered a six (6) month term to manage the sale or purchase of property on behalf of the Town. All local real estate firms who maintain a physical Victor Valley office address, and agree to be bound by terms of a standard agreement would be added to the rotational brokerage firms list.

The brokerage firms that will be added to the initial rotational list are those firms that recently submitted proposals to market the Town's former Public Works and Animal Shelter facilities, and those firms are listed in no particular order as follows:

Lee & Associates  
Coldwell Banker Commercial  
Century 21 Fairway  
Shear Commercial Group  
Agio Real Estate

**BACKGROUND:**

The Town owns various properties, both inside and outside the Town's incorporated Town boundary. The Town Council, in consultation with staff, may determine from time to time that it wishes to sell and/or dispose of one or more Town owned properties, or in the alternative, that it wishes to purchase a property. Due in part to the complexity of selecting a real estate broker, while at the same time leaving the process open and accessible to all Victor Valley real estate brokerage firms, staff would recommend establishing a list to be used for this purpose.

**FISCAL IMPACT:**

N/A