MEMORANDUM 10 November 2021

From: Interim Town Manager

To: Town Council of the Town of Duncan

Subject: Proposed Municipal Property Management Consolidation and Disposal Plan

The following is our proposed disaggregation, consolidation, leasing, selling and retention plan for the 71 municipal owned properties. Consolidation will require consultation with the County Assessor and County Recorders and the Town will follow administrative, legal, or public notification requirements. Properties so identified will be sold or leased at fair market value and in accordance with state and municipal property divestment laws, regulations, and codes. Proceeds from sales or leases will be used for property maintenance, infrastructure, equipment acquisition, road improvements, road maintenance, or other Council-directed fiscal priorities. In addition to increased revenue streams, this will help clean up an excessively messy inventory and better manage our assets. After consolidation, we can reduce our number of properties from the seventies to the fifties. After sales, our property inventory will be in the twenties and way easier to manage. Please see the attached exhibits for the overhead views of these properties.

1. We recommend that the following parcel is disaggregated into its 10 constituent and distinct parts so that the Town can better manage, lease, sell, or consolidate with other municipal owned properties: **50028186A**
2. We recommend that the following parcels that comprise Centennial Park be consolidated so that the Town can better manage this important community cultural and historical landmark: **50028158**, **5003003**, **5003026**, **5003027**, **50028159**, and two lots from the disaggregated parcel **50028186A.**
3. We recommend that the following parcels that comprise municipal owned properties adjacent to the Gila River are consolidated so that the Town can better manage these properties for conservation, economic, flood control, flood mitigation, or recreational purposes: **50028105**, **5003009**, **50030010**, **50030011**, **50030018**, **50031053**, **50031054**, **50031055**, **50033010**, and **50033011.**
4. We recommend that the following parcels that comprise municipal owned properties adjacent Town Hall are consolidated so that the Town can better manage these properties: **50059023** and **50059024B.**
5. We recommend that the following parcels adjacent the former landfill are consolidated so that the Town can better manage these properties for conservation, economic, recreational, or solid waste transfer site purposes: **500545005** and **5006001.**
6. We recommend that the following parcels adjacent the Waste Water Treatment Ponds are consolidated so that the Town can better manage these properties for conservation, economic, flood control, flood mitigation, recreational, or waste water treatment purposes: **50024003** and **50026003.**
7. We recommend that the following parcels adjacent the Gila River and Waste Water Treatment Ponds are consolidated so that the Town can better manage these properties for conservation, economic, flood control, flood mitigation, recreational, or waste water treatment purposes: **50015014** and **50015011.**
8. We recommend that the following parcels adjacent the Municipal Airfield are consolidated so that the Town can better manage these properties for conservation, economic and recreational purposes: **40019003, 40019004B,** and **40019004C.**
9. We recommend that the following parcels at the Public Works yard are consolidated so that the Town can better manage these properties: **50060007** and **50060006B**. Consultation with the owner of parcel **50057004** is required to acquire the land on which Public Works is using for storage of vehicles, equipment, and supplies and consolidate this property with **50060007** and **50060006B**.
10. We recommend that the Duncan Valley Cemetery (**50057003**) is resurveyed to correct parcel boundaries and rezoned as a cemetery. Town will coordinate with the owners of parcels **50057004** and **50048003B**, and include the municipal owned parcel **5006003** for this survey.
11. We recommend that the following property (The Outpost), minus the wells and easements to those wells, are sold or leased: **50009044.** Buyer will be required to comply with legal covenants, for example, roads, sidewalks, utilities, open space, easements, right of ways, and architectural design.
12. We recommend that the following properties are sold for development: **50014008, 50029060**, **50022038B**, **50008040**, **50001013** (Portion reserved for Town Park), and **50003007B**. Developers will be required to comply with legal covenants, for example, roads, sidewalks, utilities, open space, easements, right of ways, and architectural design.
13. We recommend that the following properties are sold or leased as individual parcels or lots: **50029031**, **50029012** (10 Lots), **50029035** (12 Lots), **5003038**, **50051059**, **50052028**, **50059046**, **50031094**, **50028009** (add 1 Lot from disaggregated **50028186A**), **5002814** (add 1 Lot from disaggregated **50028186A**), **50028117**, and several properties from the disaggregated parcel **50028186A.** Buyers will be required to comply with legal covenants, for example, roads, sidewalks, utilities, open space, easements, right of ways, and architectural design.
14. We recommend that the following properties are retained for various cultural, economic, historic, or recreational purposes:
	1. Espezia Square formed from one lot disaggregated from **50028186A**
	2. Proposed Animal Control Facility: **50031041** and **50031042**
	3. Proposed Community Garden: **50009043B**
	4. Proposed Long-Distance Bicyclist Camp: **50025049B**
	5. Proposed Town Community Center: **50028079**
	6. Proposed Town Park or Sandra Day-O’Connor Interpretive Center (Town will need to acquire adjacent parcels **50020017** and **50020015** from the State of Arizona): **50020016**
	7. Retained to defend water right claims (two wells): **50009044**
	8. Retained for Historical and Cultural Purposes or proposed ceremonial Town Marshal’s Office (Old County Jail): **50028008**
	9. Retained for Historical and Cultural Purposes or Memorial to flood victims (Old Theater): **50028048**

Best Regards,

Philip D. Cushman

Interim Town Manager