

**SUMMARY OF REMNANT LAND SALES, STAND ALONE LAND SALES, ACQUISITIONS  
AND OCCUPATIONS FOR THE SECOND QUARTER 2016 (RC)**

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**SUMMARY/ISSUE**

Summary of Remnant Land Sales less than \$2,000,000.00 for the Second Quarter 2016.

Summary of Other Dispositions for the Second Quarter 2016.

Summary of Acquisitions less than \$2,000,000.00 for the Second Quarter 2016.

Summary of Occupations less than \$500,000.00 for the Second Quarter 2016.

**PREVIOUS COUNCIL DIRECTION/POLICY**

On 2009 November 16 Council approved Real Property Bylaw 52M2009 which granted delegated authority to the City Manager who sub delegates to the Administration as outlined in the Confirmation of Delegated Authority by the City Manager.

On 2011 March 21 Council approved LAS2011-017 and directed Administration to report quarterly only on Closed Transactions.

**ADMINISTRATION RECOMMENDATIONS:**

The Land and Asset Strategy Committee recommend that Council authorize:

1. Receive this Report for information; and
2. Request the Recommendations, Report and Attachments remain confidential under Sections 23(1)(b), 24(1)(a), 24(1)(g), and 25(1)(b) of the *Freedom of Information and Protection of Privacy Act* until the report is published in the Council agenda.

**RECOMMENDATION OF THE LAND AND  
ASSET STRATEGY COMMITTEE, DATED  
2016 NOVEMBER 17:**

That Council receive Report LAS2016-140 for information.

**INVESTIGATION**

Pursuant to Bylaw 52M2009 Section 18 (5) *"The City Manager must prepare and submit to Council a report listing all Transactions approved pursuant to the bylaw, every three (3) months, or as otherwise directed by Committee or Council, commencing January, 2010."*

**IMPLICATIONS**

**General**

The Real Property Bylaw is supported by the business process review that has established well-defined real estate processes in a consistent, accountable and effective manner. The redesigned processes, procedures and forms ensure the necessary due diligence and documentation to support Bylaw 52M2009. Delegated authority was only exercised as defined in the Bylaw.

All of the attached Remnant Land Sales are less than \$2,000,000.00 and are adjacent to the property owner(s).

All of the attached Stand Alone Sales have been the subject of Method of Disposition reports and have been approved by Land and Asset Strategy Committee (LASC) and Council.

All of the attached Acquisitions are requirements of Council approved projects or otherwise authorized by Council and less than \$2,000,000.00.

All of the attached Leases/Licenses have an annual base rent or fee less than \$500,000.00, the term does not exceed five (5) years and there are no more than two (2) options to renew, as per Bylaw 52M2009 Section 8(1)(a).

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**Social**

Bylaw 52M2009 provides a single point of reference for Council, Administration and the public concerning the authorities and responsibilities for real estate transactions to be undertaken by Real Estate & Development Services. Staff are provided with training and supported in implementing business processes and the bylaw for all real estate transactions.

- Administrative approvals will only be exercised where the established guidelines are met;
- The Deputy City Manager can opt to forward any proposed sale, lease or acquisition under his authority on to LASC and Council for approval; and
- Quarterly reporting to the LASC and Council regarding transactions approved by the Administration.

**Environmental**

The real estate processes are in accordance with The City of Calgary's Sales, Acquisitions and Leases Environmental (S.A.L.E.) Policy.

**VALUATION**

The negotiated prices of any of the Properties are based on internal valuations or independent appraisals which were endorsed by Administration's Valuation Review Committee.

**Economic (External)**

Where applicable, the changes to the processes and authorities for real estate transactions will streamline the transaction timeline by four to six weeks, thus reducing the time and financial costs associated with finalizing the transaction.

**ATTACHMENTS**

1. Summary of Remnant Land Sales less than \$2,000,000.00 for the Second Quarter 2016.
2. Summary of Other Dispositions for the Second Quarter 2016.
3. Summary of Acquisitions less than \$2,000,000.00 for the Second Quarter 2016.
4. Summary of Occupations less than \$500,000.00 for the Second Quarter 2016.

**BUSINESS PLAN/BUDGET IMPLICATIONS**  
N/A

**RISKS**

The approval processes place additional decision-making responsibility on the Administration for The City's real estate transactions. The potential risks associated with giving Administration greater authority, are mitigated in several ways:

- Increased due diligence and documentation achieved by the clearly defined business processes for all real estate transactions;
- All proposed real estate transactions documented by a land report or land authorization form will be reviewed by the Management Real Estate Review Committee or authorized delegated authority position;