



City of Topeka
Governing Body Action Form
City Council Chambers
214 SE 8th Street
Topeka, Kansas 66603
www.topeka.org
April 7, 2026

DATE:	April 7, 2026	
CONTACT PERSON:	Braxton Copley, Deputy City Manager	DOCUMENT #:
SECOND PARTY/SUBJECT:	Commercial Real Estate Sale Contract - 204 SW 5th Street	PROJECT #:
CIP PROJECT:	No	
ACTION OF COUNCIL:		JOURNAL #:
		PAGE #:

DOCUMENT DESCRIPTION:

RESOLUTION introduced by City Manager Dr. Robert M. Perez, authorizing the transaction of real property owned by the City pursuant to Topeka Municipal Code Section 3.30.310.

Voting Requirement: Action requires at least six (6) votes by the Governing Body.

(Approval will authorize the City Manager to sign the Commercial Real Estate Sale Contract for 204 SW 5th Street, Topeka, KS for \$215,000.00.)

VOTING REQUIREMENTS:

Action requires at least six (6) votes by the Governing Body.

POLICY ISSUE:

Whether to authorize the sale of the property located at 204 SW 5th Street, Topeka, KS, pursuant to Topeka Municipal Code 3.30.330.

STAFF RECOMMENDATION:

Staff recommends that the governing body not approve the sale of the property.

BACKGROUND:

Resolution No. 9714, adopted by the Governing Body on September 9, 2025, authorized the City Manager to engage a real estate broker to market surplus City-owned real property pursuant to Topeka Municipal Code 3.30.330(c)(6).

The broker subsequently received an offer from 823 Topeka, L.L.C. in the amount of Two Hundred Fifteen Thousand and 00/100 Dollars (\$215,000.00), which is equal to the listed asking price.

While the Purchaser has made a full price offer, staff recommend that the City retain ownership. The cost benefit analysis demonstrates that there is greater value to the City to continue operating it as a surface parking lot rather than receiving the purchase price and the future real property taxes if it is operated as a private surface parking lot.

BUDGETARY IMPACT:

Sale = \$215,000.00
Title Fee = \$876.00
City's half of estimated closing cost = \$350.00
Escrow Fee = \$75.00
Brokerage Fee 6% = \$12,900.00
Total sale minus fees = \$200,799.00

SOURCE OF FUNDING:

Sale of property

ATTACHMENTS:

[Resolution & Exhibit A](#)
[Presentation - 204 SW 5th Street](#)
[Griffith & Blair - Seller's Estimated Closing Costs](#)
[Brochure - 204 SW 5th Street](#)
[Benefit Cost Analysis](#)
[Cost Benefit Study Annual Revenue and Expense](#)
[Former Law Enforcement Center LSI Report](#)