

CITY OF SAN ANTONIO
DEPARTMENT OF ASSET MANAGEMENT
INTERDEPARTMENTAL CORRESPONDENCE SHEET

TO: Mayor and City Council

FROM: Rebecca Waldman, Director, Department of Asset Management

THROUGH: Terry M. Brechtel, City Manager

COPIES: Erik J. Walsh, Assistant to the City Manager; Shawn P. Eddy, Special Projects Manager, Property Disposition

DATE: Thursday, June 3, 2004

SUBJECT: S. P. No. 1080—Request for a License to Use Public Right of Way over a drainage easement within NCB 8398 for an existing footbridge

PETITIONER: San Antonio Independent School District
Attn: Kamal Elhabr, P.E., Assoc. Superintendent
1702 N. Alamo, Suite 307
San Antonio, TX 78215-1213

SUMMARY AND RECOMMENDATIONS

This Ordinance will grant a license agreement to San Antonio Independent School District to use, and maintain an existing footbridge over a drainage easement Public Right of Way at the Longfellow Middle School campus at 1130 East Sunshine Drive, in NCB 8398, in Council District No. 7, for a ten (10) year term and the consideration of \$5,000.00.

Staff recommends approval of this Ordinance.

BACKGROUND INFORMATION

Petitioner is requesting a License to use Public Right of Way over a drainage easement within NCB 8398 for an existing footbridge as shown on attached Exhibit "A." The San Antonio Independent School District (SAISD) purchased property northeast of the drainage easement for a parking lot and constructed a footbridge over the easement to provide pedestrian access from the parking lot to the Longfellow Middle School campus.

POLICY ANALYSIS

This action is consistent with the City Code and Ordinances which require City Council approval for any private use of property owned or controlled by the City.

FISCAL IMPACT

The City will collect \$5000.00 for this license to use Public Right of Way.

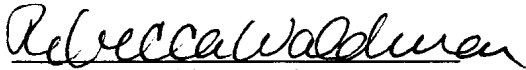
COORDINATION

In compliance with City procedures, this request has been canvassed through interested City departments, public utilities and applicable agencies. A Canvassing Checklist and an executed Letter of Agreement, by which the petitioner agrees with all conditions imposed through this canvassing, are attached for review.

SUPPLEMENTARY COMMENTS

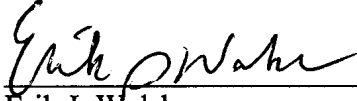
The City of San Antonio's Planning Commission recommended approval of this request at its regular meeting of 5/26/2004.

The petitioner is exempt from filing a Discretionary Contracts Disclosure Statement.



Rebecca Waldman, Director
Department of Asset Management

Approved:



Erik J. Walsh
Assistant to the City Manager

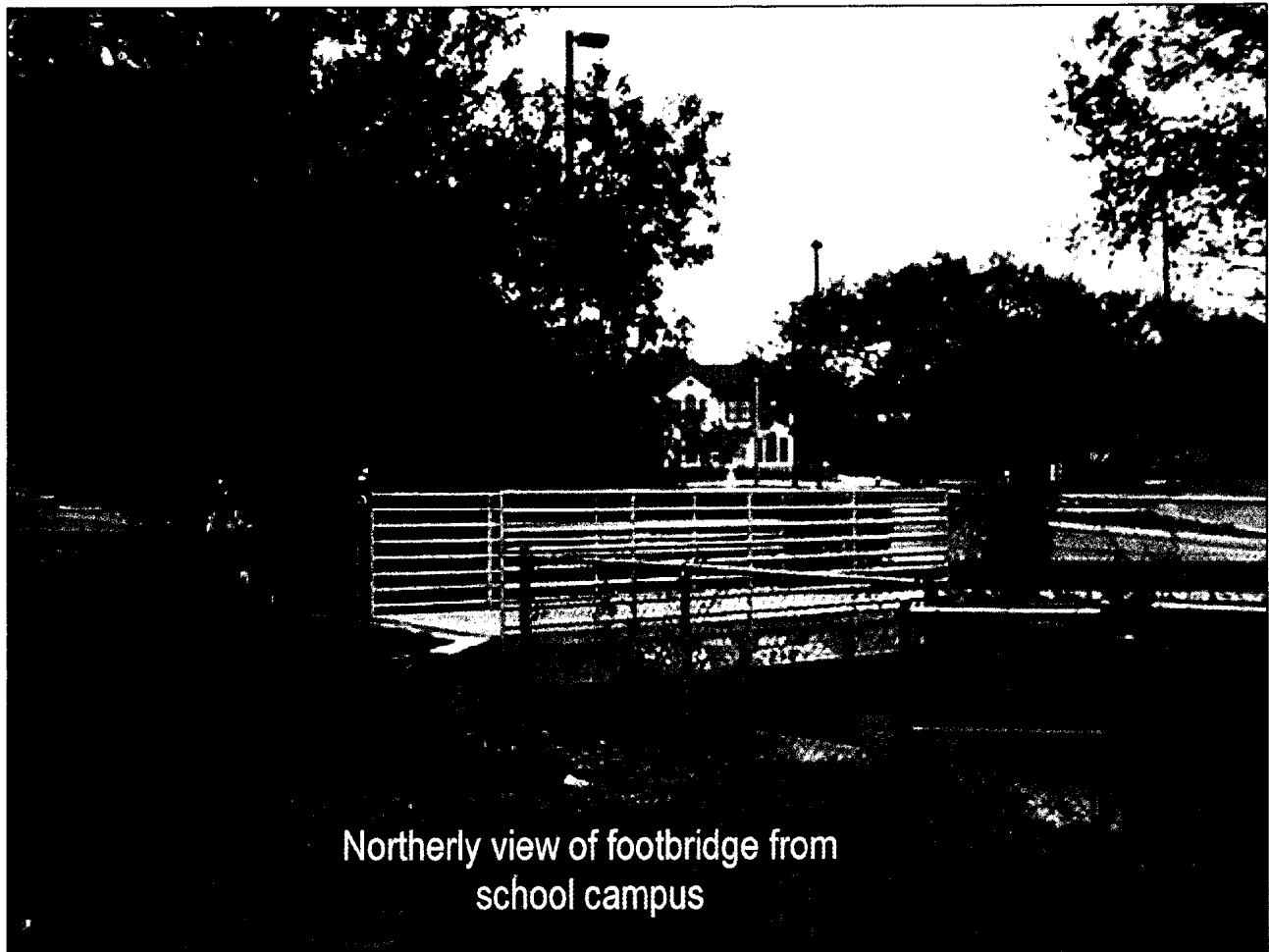
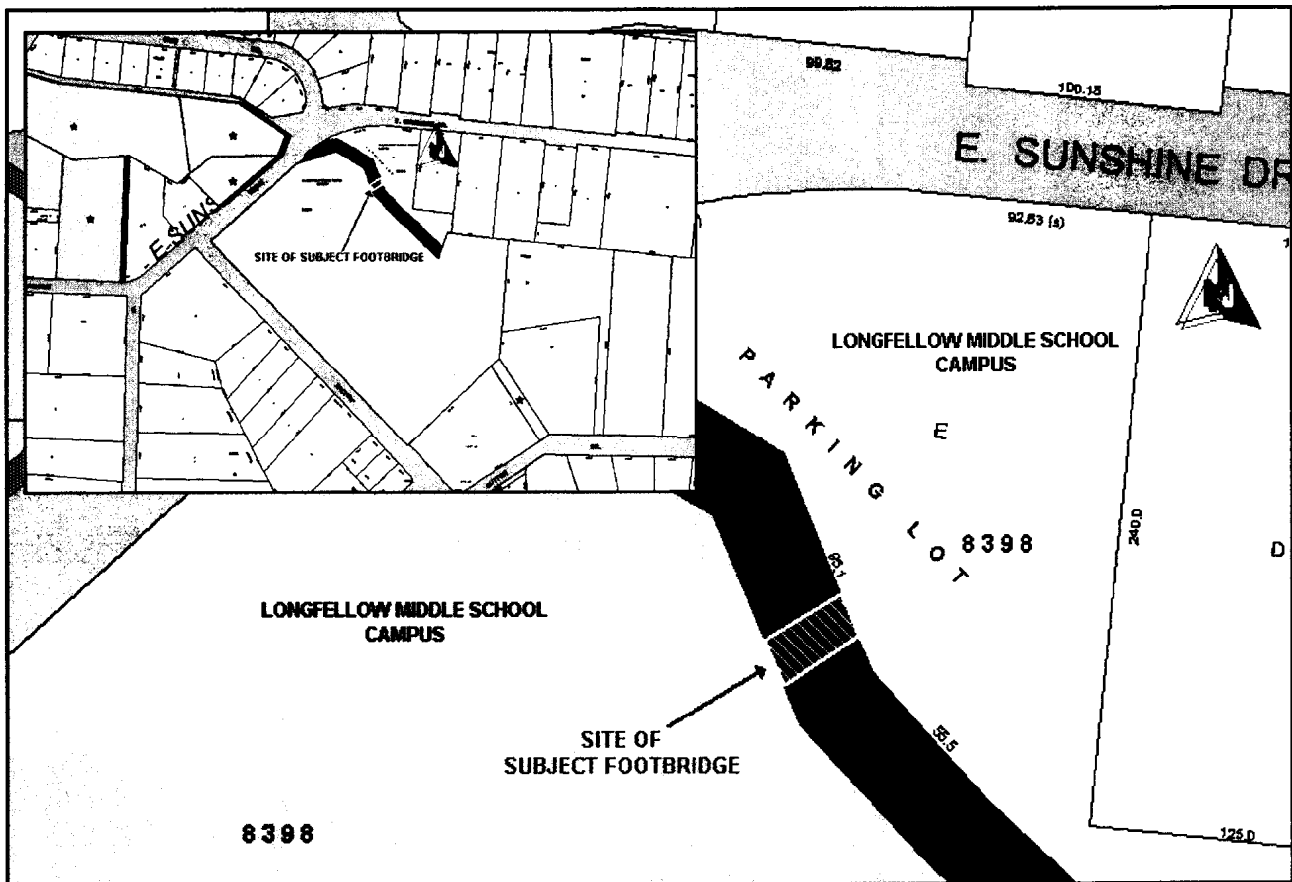


Exhibit "A"

Canvassing Checklist

SPNo 1080

Request: Petitioner is requesting a License to use Public Right of Way over a drainage easement within NCB 8398 for an existing footbridge as shown on attached Exhibit "A." The San Antonio Independent School District (SAISD) purchased property northeast of the drainage easement for a parking lot and constructed a footbridge over the easement to provide pedestrian access from the parking lot to the Longfellow Middle School campus.

	Included in Canvassing	Out Date	In Date	Uncond. Approval	Conditional Approval	Denial
Planning Department	<input checked="" type="checkbox"/>	10/29/2002	12/10/2002	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PublicWorks	<input checked="" type="checkbox"/>	10/29/2002	12/2/2003	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Development Services	<input checked="" type="checkbox"/>	10/29/2002	11/8/2002	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Police Department	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire Department	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parks and Recreation	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Neighborhood Action (NAD)	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
City Public Service	<input checked="" type="checkbox"/>	10/29/2002	12/31/2002	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
S.A. Water System (SAWS)	<input checked="" type="checkbox"/>	10/29/2002	11/8/2002	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TXDOT	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
S.A. River Authority (SARA)	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
VIA Metropolitan	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environmental Services	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Agency	<input type="checkbox"/>			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Neighborhood Association	<input checked="" type="checkbox"/>	10/29/2002		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Canvassing Comments

Donaldson Terrace NA; Attn: Gerald Lee; 1226 E. Sunshine Dr.; 78228 - NO RESPONSE WAS RECEIVED FROM NEIGHBORHOOD ASSOCIATION.



CITY OF SAN ANTONIO

DEPARTMENT OF ASSET MANAGEMENT

P.O. BOX 839966 SAN ANTONIO, TEXAS 78283-3966

TEL. 210-207-4032 FAX 210-207-7888

March 10, 2004

San Antonio Independent School District
Attn: Kamal Elhabr, P.E.
Bond Construction Associate Superintendent
1702 N. Alamo, Suite 307
San Antonio, TX 78215-1213

Re: S. P. No. 1080—Request for a License to Use a portion of a drainage easement
Public Right of Way with an existing footbridge adjacent to
NCB 8398

Dear Mr. Elhabr:

With reference to the captioned project, please be advised that the City of San Antonio has now completed the canvassing process and will recommend a new license to use Public Right of Way subject to the following conditions:

PUBLIC WORKS DEPARTMENT

Approved provided the School District keeps up all maintenance associated with footbridge.

CITY PUBLIC SERVICE BOARD

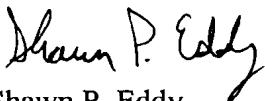
Approved provided any existing easements be retained. Any facilities that require removal/relocation are at petitioner's expense.

The fee established for this license agreement is \$5,000.00 for a 10-year term. This license fee is due and payable to the City of San Antonio prior to City Council consideration. If for some reason the license is not approved by City Council, the fee will be returned to the petitioner. Also, a Certificate of Insurance must be provided and the City of San Antonio must be formally released from any and all liabilities, which may be incurred in connection with this request.

If you concur with the above mentioned conditions, including the payment of the fee established for this license, please countersign this letter in the space provided below and return to the undersigned. *Upon receipt of this signed Letter of Agreement, the License Agreement, the Certificate of Insurance and the fee we will continue processing of your request.*

This Letter of Agreement is being offered by the City of San Antonio only to the above named petitioner and will expire thirty (30) days after the date of issuance unless a specific extension is requested by the petitioner and granted by the City.

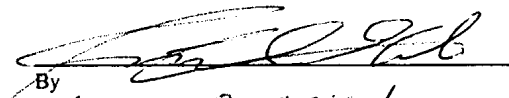
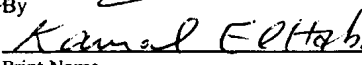
Sincerely,

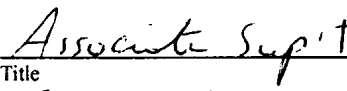

Shawn P. Eddy
Special Projects Manager
Property Disposition Division

SPE/ma

AGREED AS TO TERMS AND CONDITIONS:

PETITIONER


By

Print Name


Title
3-15-04
Date