

**CITY OF SAN ANTONIO
PARKS AND RECREATION DEPARTMENT
CITY COUNCIL AGENDA MEMORANDUM**

TO: Mayor and City Council

FROM: Malcolm Matthews, Director of Parks and Recreation

SUBJECT: Ordinance Authorizing a One Year La Villita Retail Lease Agreement with Ms. Claudia Paz Negrete and Mr. Salvador Cazares Negrete d/b/a "Casa Clasal"

DATE: June 29, 2006

SUMMARY AND RECOMMENDATIONS

This ordinance approves a one (1) year La Villita Retail Lease Agreement with Ms. Claudia Paz Negrete and Mr. Salvador Cazares Negrete d/b/a Casa Clasal, for lease of approximately 591 square feet identified as Building 4, 102 Hidalgo Walk, at La Villita in City Council District 1 for the period July 1, 2006 through June 30, 2007.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

The Glass Blower, a retailer in La Villita since 1947, retired and vacated Building 4 at 102 Hidalgo Walk in historic La Villita. A Request for Proposals (RFP) was issued on March 3, 2006 and proposals were due on April 3, 2006. One (1) proposal was submitted and accepted by the City. A five member review committee comprised of City staff, representatives from La Villita, Market Square, Asset Management, Cultural Affairs, and the Convention Visitor's Bureau reviewed and scored the proposal based on below RFP evaluation criteria:

Score Summary Operation of Retail Establishment at 102 Hidalgo Walk, Building 4 Located in Historic La Villita	Max. Points	Casa Clasal
A - Experience, Background, Qualifications	40	37.00
B - Proposed Plan	40	37.60
C - SBEDA	20	12.00
TOTAL SCORE	100	86.60

Ms. Claudia Paz Negrete and Mr. Salvador Cazares Negrete d/b/a Casa Clasal have been tenants in La Villita Building 14 since August 15, 2004 and as a result of the RFP, plan to vacate their current location and move into Building 4. Casa Clasal has maintained their lease account with the City in good standing.

Term of the lease agreement will be from July 1, 2006 through June 30, 2007. This term limit coincides with the other lease agreements in La Villita.

POLICY ANALYSIS

It is the long-standing policy of the City of San Antonio to lease public property in La Villita for retail sales purposes under regulations established in Chapter 32, Article II of the City Code of the City of San Antonio. The approval of a lease agreement requires passage of a City ordinance.

FISCAL IMPACT

Casa Clasal will make payments as established in the lease agreement. The rental rate is based upon a schedule for all tenants. The final year of this lease schedule begins July 1, 2006. Anticipated revenues are as follows:

- \$436.06 per month
- \$5,014.69 Annual Rent

COORDINATION

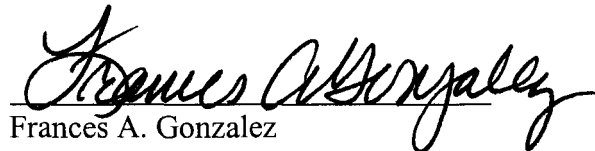
The RFP was coordinated with the City Attorney's Office, the Department of Risk Management, and the Department of Contract Services. The lease agreement was coordinated with the City Attorney's Office.

SUPPLEMENTARY COMMENTS

Discretionary Contracts Disclosure Forms are attached.

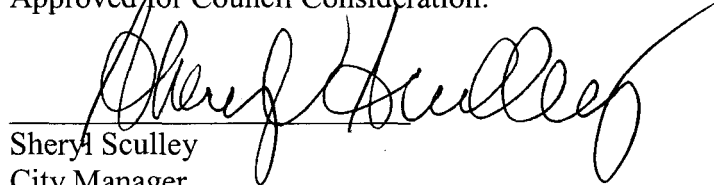


Malcolm Matthews
Director of Parks and Recreation



Frances A. Gonzalez
Assistant City Manager

Approved for Council Consideration:



Sheryl Sculley
City Manager

City of San Antonio
Discretionary Contracts Disclosure

*For use of this form, see Section 2-59 through 2-61 of the City Code (Ethics Code)
Attach additional sheets if space provided is not sufficient.*

(1) Identify any individual or business entity¹ that is a **party** to the discretionary contract:

N/A

(2) Identify any individual or business entity which is a **partner, parent** or **subsidiary** business entity, of any individual or business entity identified above in Box (1):

☒ No partner, parent or subsidiary; or

List partner, parent or subsidiary of each party to the contract and identify the corresponding party:

(3) Identify any individual or business entity that would be a **subcontractor** on the discretionary contract.

☒ No subcontractor(s); or

List subcontractors:

(4) Identify any **lobbyist** or **public relations firm** employed by any party to the discretionary contract for purposes related to seeking the discretionary contract.

☒ No lobbyist or public relations firm employed; or

List lobbyists or public relations firms:

¹ A *business entity* means a sole proprietorship, partnership, firm, corporation, holding company, joint-stock company, receivership, trust, unincorporated association, or any other entity recognized by law. A sole proprietor should list the name of the individual and the d/b/a, if any.

(5) Political Contributions

List all political contributions totaling one hundred dollars (\$100) or more within the past twenty-four (24) months made to any *current or former member* of City Council, any *candidate* for City Council, or to any *political action committee* that contributes to City Council elections, by any individual or business entity whose identity must be disclosed under Box (1), (2), (3) or (4) above, or by the officers, owners of any business entity listed in Box (1), (2) or (3):

☒ No contributions made; If contributions made, list below:

By Whom Made:	To Whom Made:	Amount:	Date of Contribution:


(6) Disclosures in Proposals

Any individual or business entity seeking a discretionary contract with the city must disclose any known facts which, reasonably understood, raise a question² as to whether any city official or employee would violate Section 2-43 of the City Code (Ethics Code), ("conflicts of interest") by participating in official action relating to the discretionary contract.

☒ Party not aware of facts which would raise a "conflicts-of-interest" issue under Section 2-43 of the City Code; or

Party aware of the following facts:

This form is required to be supplemented in the event there is any change in the information before the discretionary contract is the subject of council action, and no later than five (5) business days after any change about which information is required to be filed, whichever occurs first.

Signature: 	Title: OWNER Company or D/B/A: CASA CLASAL	Date: JUN/06/06
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² For purposes of this rule, facts are "reasonably understood" to "raise a question" about the appropriateness of official action if a disinterested person would conclude that the facts, if true, require recusal or require careful consideration of whether or not recusal is required.

City of San Antonio
Discretionary Contracts Disclosure

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No partner, parent or subsidiary; or

List partner, parent or subsidiary of each party to the contract and identify the corresponding party:

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No subcontractor(s); or

List subcontractors:

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Party not aware of facts which would raise a "conflicts-of-interest" issue under Section 2-43 of the City Code; or

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Signature:



Title: OWNER

Company or D/B/A:

Casa Alasol

Date: 06/06/06

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