



MEMORANDUM

TO: Toby Futrell, City Manager

FROM: Greg Canally, Budget Officer

DATE: January 31, 2008

SUBJECT: Upper Bull Creek Greenbelt Easements

Item # 77 on the January 31, 2008 Council Agenda is to approve a resolution directing the City Manager to work with the landowners on the north side of Spicewood Springs Road between Low Water Crossing numbers 1 and 2 and Low Water Crossing numbers 3 and 4 to secure the needed easements for extending the Upper Bull Creek Greenbelt and report back to City Council in 90 days.

Staff from the Parks and Recreation Department (PARD) will be available to work on this item. It is estimated that one Planner full-time equivalent (FTE), working approximately a total of 30 hours, will be required to complete this effort. Additionally, it should be noted that this will not interrupt any current or ongoing projects.

Additionally, staff from the Public Works Department's Real Estate division will also be available to perform work on this item. However, workload will depend on the total number of easements needed, which is unknown at this time.