

**MEMORANDUM
FINANCE DEPARTMENT**

TO: Mr. Thomas Thomas, City Manager
SUBJECT: Adjustment to the FY2014 Budget

Number: 003-14
Date: 04-02-13

An adjustment to the FY2014 budget in the amount of \$28,000.00 is requested by the Community / Economic Development Department reference payment to Gere/Dismer Architects for preparation of preliminary plans and a draft Section 408 Permit application for review by the Corps of Engineers which was approved by the City Council on December 10, 2012 (see attached).

The requested budget adjustment is for the following account number:

201-312801-53102-0000000	\$28,000.00	Engineering Services
--------------------------	-------------	----------------------

Recommendation: Council approve the adjustment increasing the TIF #1 Downtown Fund (201) budget for FY2014 by \$28,000.00.

Submitted by: Cynthia Parchert, Finance Director
Donald Reichert, Budget Coordinator

Approved: Thomas Thomas, City Manager

**Memorandum
Public Works Department**



To: City Manager
Subject: Riverfront Development
Date: December 4, 2012
Number: 2012-285

Jeff Eder and I met with the Corps of Engineers to learn the permitting process for constructing a building in Schwiebert Park east of the stage. Since the construction will be close to the flood protection system, a Section 408 Permit from the Corps is required. If the construction is outside the flood protection system easement (approximately 30 feet from the toe of the levee), it will probably be classified as a minor modification and the Section 408 Permit review can be accomplished in a couple months. However, if the work is classified as a major modification, the Section 408 Permit is much more complex and the review will take at least a year. The Corps makes the minor/major modification decision based upon its review of preliminary plans and a draft Section 408 Permit application.

Since the appearance of the new building needs to be compatible with the park buildings, I contacted the local architect for the park design, Gere/Dismer Architects. Gere/Dismer Architects and its engineering sub-consultant, Stanley Consultants, will prepare the documents needed for the Corps review for a cost of \$28,000. The work can be completed in about two months from the authorization to proceed.

RECOMMENDATION

The Public Works Department recommends that the City Council authorize the hiring of Gere/Dismer Architects to prepare the preliminary plans and a draft Section 408 Permit application for submittal to the Corps.

Submitted by: Robert T. Hawes, P.E., Assistant City Manager/Public Works Director
