



LEGISLATIVE MEMORANDUM

TO:	Honorable Mayor and Members of the City Council
FROM:	Suzanne Sherman, City Manager
THRU:	Greg Minor, Parks and Facilities Department Director
DATE:	March 21, 2024
RE:	Consideration of utilizing Undesignated Fund Balance to reimburse costs for the emergency replacement of the pool heater at the Palm Bay Aquatic Center (\$43,740).

SUMMARY:

On February 5, 2024, the pool heater failed as determined by in-house staff and the manufacturer's local representatives; this resulted in a pool closure. The pool heater was manufactured in 2011 with an average life expectancy/service life of 10 to 12 years. Funding approval was being requested for the replacement of the pool heater at the time of the failure through the CDBG process. Following the approval of the emergency repair by the Chief Procurement Officer, Parks & Facilities reduced the amount of their request to CDBG for pool replacement equipment.

The total cost for the replacement was \$43,740.39 and was charged to the Facilities Division Building Repair account. Reimbursement is being requested from Undesignated Fund balance for this unforeseen emergency expenditure.

REQUESTING DEPARTMENTS:

Parks & Facilities

FISCAL IMPACT:

Requesting \$43,740.39 to be reimbursed from Undesignated Fund Balance 001-0000-392-1001 to Facilities Repair and Maintenance account 001-4525-519-4623.

STAFF RECOMMENDATION:

Motion to approve the reimbursement of costs associated with emergency pool heater replacement at the Aquatic Center.

Honorable Mayor and Members of the City Council

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ATTACHMENTS:

1. Emergency Purchase Form