

*City Council Memorandum*

**To: Mayor Fasbender & City Councilmembers**  
**From: City Administrator Dan Wietecha**  
**Date: November 20, 2023**  
**Item: 2023 Budget Amendment: Police Station Heating & Cooling Automation**

**Council Action Requested:**

Approve amendment to the 2023 Budget: \$4,800 for Police Station heating and cooling automation

**Background Information:**

Facilities Manager Charlie Judge continues to find preventive/deferred building maintenance that needs to be addressed. The Police Station has long had heating and cooling problems due to partial and inconsistent conversion from a pneumatic to an electronic control system. This may work well in a large, open area such as a gym, but is inefficient and ineffective in an office building with walls and multiple zones.

As a first step to resolving the heating and cooling problems, we propose recalibrating and balancing the system, which will greatly improve employee comfort and system efficiency right away. In the future, we will plan and budget to add VAV's with heating coils so the system can appropriately heat and cool individual zones of the building.

The quote from Gilbert Mechanical is \$4,800. This includes reprogramming the air handler unit, calibration of DDC / VAV boxes, updated graphics, functional test, and training.

**Financial Impact:**

\$4,800

**Committee Discussion:**

Not applicable

**Attachment:**

Not applicable