



Board of Commissioners Meeting Agenda Item Submittal

Item To Be Considered: **Carpet Replacement in the Community Room and Assembly Room**

Board Meeting Date: **August 27, 2024**

Prepared By: **Jon Barlow – Town Manager**

Overview: At the August 13, 2024, meeting, the Board directed staff to seek estimates for replacement of the carpet in both the Community Room in Town Hall and the Assembly Room in Emmerton School.

Estimates were requested for both high-end and low-end products, however those estimates would not be received in time to be included in the agenda materials. Further details to provide cost information will be provided at the meeting.

The previous year's Budget (FY23/24) included \$9,000 for the replacement of the carpet in the Community Room. Since that project was not performed those funds rolled into Fund Balance. To proceed with the project, funds that will need to be allocated from fund balance will be determined based on estimates received.

Recommended Action: Authorize the appropriation of the necessary funds from fund balance for the replacement of the flooring material in both facilities, resulting in a budget amendment to be provided at the next meeting.

Action: _____

