



Board of Commissioners Meeting Agenda Item Submittal

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

Board Meeting Date: **August 13, 2024**

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

Overview: The carpet in both the Community Room in Town Hall and the Assembly Room in Emmerton School are in dire need of replacement. 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.

If the Board agrees, staff would like to seek estimates for the replacement of carpet in both rooms. It is estimated that a budget of \$20,000 would be sufficient. The current flooring material is carpet, staff would like to investigate the option of installing vinyl wood flooring. This material is durable and maybe less expensive.

Background Attachment(s): None

Recommended Action: Authorize the appropriation of up to \$20,000 of fund balance for the replacement of the flooring material in both facilities, a budget amendment will be provided for approval at the August 27, 2024, regular meeting.

Action: _____

