

**PARKS AND RECREATION COMMISSION
REGULAR MEETING**

Phil Bazemore Active Adult Center
500 S. Jefferson Street
Monroe, NC 28112
Tuesday, January 28, 2025 - 6:00 PM

AGENDA

- Item 1.** **Public Input**
- Item 2.** **Parks and Recreation Celebrations and Recognitions**
- Item 3.** **Approval of Minutes - December 17, 2024**
- Item 4.** **Parks and Recreation Division Updates**
- Item 5.** **Community Center Floor Replacement**
- Item 6.** **Legislative Agenda Discussion**
- Item 7.** **2025 Event Schedule**



STAFF REPORT

TO: Parks and Recreation Commission
VIA: Mark Watson, City Manager
DATE: January 28, 2025
FROM: Peter Hovanec, Parks, Recreation, and Tourism Director
SUBJECT: Parks and Recreation Celebrations and Recognitions

SUMMARY STATEMENT

The Parks and Recreation Commission will be presented positive reports of celebrations or accomplishments from the previous month in each of the four Parks and Recreation divisions.

REVIEW

Parks and Recreation divisions include Athletics/Special Events, Community Centers, Monroe Aquatics and Fitness Center, and the Bazemore Center for Active Adults. Each of these divisions interfaces daily with the public and provides services and activities contributing to the quality of life of Monroe and Union County residents.

RECOMMENDATION

Presented for informational purposes; no action is needed at this time.

Attachment(s):

CITY OF MONROE
PARKS AND RECREATION COMMISSION MEETING
PHIL BAZEMORE ACTIVE ADULT CENTER
500 W. JEFFERSON STREET, MONROE, NC 28112
DECEMBER 17, 2024 – 6:00 P.M.

MINUTES

Members Present: Chairman Franco McGee, John Thomasson, Debbie Dillion, and Joseph Milner

Members Absent: None

Staff Present: Pete Hovanec, Alison Nichols, Terry Sholar (left 7:06 p.m.), Richard Long (left 7:06 p.m.), Jeffrey Wells, Randy Davis, Leann Yandle, Jalen Dixon, and Thomas Latimer

Visitors: None

Chairman McGee called the meeting to order at 6:02 p.m.

Mr. Hovanec performed introductions of new staff members to the Board.

Chairman McGee noted that a public comment period would be held at the beginning of future meetings, but there were no visitors at this meeting.

Item No. 1 Approval of Minutes – October 15, 2024 Mr. Thomasson made a motion to approve the minutes of the October 15, 2024 meeting. Dr. Milner seconded the motion, which passed unanimously with the following votes:

AYES: McGee, Dillion, Milner, and Thomasson

NAYS: None

Item No. 2 Parks and Recreation Division Updates Mr. Hovanec asked staff to present divisional updates.

- Mr. Hovanec presented the Bazemore Active Adult Center update on behalf of Aleshia Holland and reviewed upcoming events, which are in addition to the many daily events that take place at the center. Chairman McGee asked for statistics on participation rates at the center for tracking purposes. Mr. Hovanec promised to supply those, adding that the center provides 99% of services and activities free, which is a phenomenal asset for the community. Mr. Hovanec also added that the golf course is another of the City's assets: Pro shop renovations are starting, and the golf course is making money for the first time in a decade.
- Mr. Hovanec presented an update on Athletics and Special Events on behalf of Tyson Carrier. There has been a 33% increase in the basketball program participation from last year, which

brings challenges in terms of providing coaches and space. The Christmas Tree Lighting was the last special event of the year and saw great attendance. Looking forward to spring athletics, staff is determining value of bolstering numbers or putting focus on other things that would serve the community better, such as adult leagues. Mr. Dixon showed the Board the new basketball jerseys, which players get to keep as part of the \$45 registration fee.

- Mr. Latimer provided a Community Center update. Staff has hired Nick Daniello to be the new supervisor at Sutton Park. Community centers continue to collaborate with community groups. The drug house across the street from J Ray Shute is now gone, which is a huge bonus for the center. Mr. Latimer discussed the upcoming Hooping for Hopes event. Staff has seen increased participation at all centers and is working hard with great results. All centers are slated for renovations like new floors, gym flooring, and updated furniture in an attempt to be more welcoming and less institutional. Mr. Latimer expressed his thanks to City Council for approving that funding. Mr. Hovanec said staff is hoping to implement the membership card scanning system at each center. These systems should be able to piggyback onto the Bazemore's system and would cost approximately \$1500 each for equipment and software. Chairman McGee noted that this would be helpful for emergency contacts and program planning and would reflect the desire to be more innovative and technologically savvy. Mr. Hovanec stated that the QR codes should be delivered soon for the parks and facilities and just need to be posted.
- Ms. Yandle provided an update for the Monroe Aquatics and Fitness Center. The center strives to be forward facing with the community. Membership is up by 700 since last year and is currently at 5800 memberships (16,000 members). Ms. Yandle reviewed the upcoming membership drive, incentive programs, and community outreach programs. The recent Angel Tree program provided Christmas gifts for 140 recipients and saw huge member participation. These outreach events provide not only community engagement but also marketing for MAFC in getting our name out to the community. Staff is introducing online registration for swim lessons. Ms. Yandle reviewed the center's advertising and marketing strategies. Mr. Thomasson asked how much of the growth the center sees is related to Monroe's general growth vs. marketing strategies and if capacity issues for all centers and activities are a problem. Mr. Hovanec answered that community centers are fine. MAFC is probably at or near capacity occasionally at peak hours. It's not a problem yet, but staff is aware of need to anticipate solutions.

Item No. 3 Athletics and Special Event Sponsorship Package Mr. Hovanec said the sponsorship package has been considered over the past few years but has never made it to City Council. Sponsorship and funding opportunities are possible, but there is currently no mechanism in place to solicit sponsorships. Mr. Hovanec reviewed the proposed sponsorship package on the screen, noting that they are suggestions that would need to be vetted by Legal and supported by City Council. Staff has some reservations regarding the lack of leeway to choose sponsors or reject those who are not in line with City values as there is no mechanism in place to deny possibly objectionable sponsors.

Chairman McGee suggested removing league sponsorships and uniform sponsorships from the package.

Mr. Sholar stated that one of Legal's main concerns is putting sponsor names on children's jerseys.

Mr. Davis said that he faced the same issue at his previous job with Parks and Recreation in Columbia. Sponsors weren't allowed, but the department accepted earmarked donations with no name advertising/recognition.

Mr. Thomasson expressed confusion because named advertising has been a tradition in little leagues and even in professional sports and wondered if there is a way to put a fence around named sponsorships somehow to allow companies to put their names out for advertising.

Dr. Milner asked how many organizations would actually cause controversy, noting that this is a big source of potential revenue to miss.

Mr. Long responded that the whole issue is that the City can't pick and choose; if the City opens up sponsorship, they open it up to everyone.

Mr. Wells asked if the difference is that the City is public and some of the leagues being referred to as examples in this discussion are private.

The Board discussed City policy regarding vendors setting up booths at events.

Mr. Hovanec asked Mr. Long and Mr. Sholar about other named sponsorships such as medals.

Mr. Long responded that his advice would be to have none of it.

Mr. Hovanec noted that the Board is trying not to overlook a source of revenue to help offset costs and doesn't want to leave money on the table. Perhaps the Board needs to look at events only and not athletics, but there still could be issues there with event posters/banners.

Dr. Milner noted that the City is obviously already open to this with banners/booths at City events and repeated the question of how likely this would become problematic – is foregoing a source of Parks and Recreation revenue worth avoiding an unlikely event? Carried out, this logic could lead to not allowing any organizations to participate/advertise in City events/activities.

Mr. Sholar stated that this issue is not unique to Parks and Recreation; the City is dealing with the same regarding usage of City facilities. As a government entity, the City would get in trouble for not allowing certain people/groups to use facilities because the City doesn't like their message. There are groups that want to cause trouble just for the sake of notoriety or pushing political agendas.

Mr. Latimer asked about the policy for allowing the logos of non-profit groups who partner with the City on event flyers.

Mr. Hovanec responded that community partners for City events are included on flyers because they are partnering with the City.

Chairman McGee reiterated the suggestion to scratch league sponsorships and uniform sponsorships from the proposed package and called for a motion to approve sending the revised sponsorship package to the consent agenda of the next City Council meeting.

Dr. Milner made a motion to approve sending the revised sponsorship package to the consent agenda of the next City Council meeting. Ms. Dillion seconded the motion, which passed unanimously with the following votes:

AYES: McGee, Dillion, Milner, and Thomasson

NAYS: None

Chairman McGee stated that several people have wanted to participate through giving money and this gives the City a way to accept that.

Item No. 4 Skate Pump Track Discussion Mr. Hovanec explained that staff has been looking at possible locations for a pump track close to the Downtown core with the intention of focusing on an actual skate park later on. A pump track can possibly be done in a section of Belk Tonawanda Park; staff has identified three possible areas there that could be used without compromising too much green space. Staff will be looking more specifically at numbers for this; current cost “guesstimations” are \$100-300,000 for design and construction.

Chairman McGee asked if there were grants available for skate parks.

Mr. Wells responded that there are opportunities for parks grants and that this would be a component of that. It could also be a state legislative ask. The Waxhaw pump track was about \$150,000.

The Board discussed the pump track graphic being shown on the screen and noted appreciation for the combination of skill levels it would accommodate as well as the positive addition it would be to Belk Tonawanda. The Board agreed that the cost to use ratio seemed reasonable.

Mr. Hovanec promised that staff would move forward with investigations in meetings with the manager and finance team and would seek schematics to bring to the Board for review and approval. Once funding is allocated, staff will get proposals and schematics from companies. Those will be brought before the Board for approval and then to City Council for approval.

Item No. 5 Construction Project Updates Mr. Hovanec reviewed the upcoming renovations that were approved and funded by City Council last year and are currently taking place or about to take place. There is a big focus on improving Parks and Recreation facilities to be more inviting/less institutional so that kids will want to come, not have to come.

Mr. Thomasson asked if there were a master plan for the Dickerson Center.

Mr. Hovanec responded that there is not currently one, but staff would like to do an overall Parks and Recreation master plan with sub plans for each park and facility.

Chairman McGee charged the Board with thinking about the future of Parks and Recreation and its perception by City residents. Chairman McGee brought up the idea of building a sports complex as currently athletic programs take place at community centers, and sometimes the practices and tournaments displace the kids who want to use the community centers for normal activities.

The group discussed the feasibility of a sports facility in Monroe as well as other existing indoor sports facilities.

Ms. Dillion made a motion to adjourn. Mr. Thomasson seconded the motion, which passed unanimously with the following votes:

AYES: McGee, Dillion, Milner, and Thomasson

NAYS: None

The meeting adjourned at 7:26 p.m.

DRAFT



STAFF REPORT

TO: Parks and Recreation Commission
VIA: Mark Watson, City Manager
DATE: January 28, 2025
FROM: Peter Hovanec, Parks, Recreation, and Tourism Director
SUBJECT: Parks and Recreation Division Updates

SUMMARY STATEMENT

The Parks and Recreation Commission will be presented updates of plans and programs in each of the four Parks and Recreation divisions.

REVIEW

Parks and Recreation divisions include Athletics/Special Events, Community Centers, Monroe Aquatics and Fitness Center, and the Bazemore Center for Active Adults. Each of these divisions interfaces daily with the public and provides services and activities contributing to the quality of life of Monroe and Union County residents.

RECOMMENDATION

Presented for informational purposes; no action is needed at this time.

Attachment(s):



STAFF REPORT

TO: Parks and Recreation Committee
VIA: Mark Watson, City Manager
DATE: January 28, 2025
FROM: Pete Hovanec, Parks and Recreation and Tourism Director
PREPARED BY: Ryan Jones, Property Management Director
SUBJECT: Community Center Floor Replacement

SUMMARY STATEMENT

General Service is requested to consider a recommendation to City Council to award the contract for the purchase and installation of flooring at the Winchester, Sutton Park, J. Ray, Old Armory and Dickerson Community Centers in the amount of \$202,459.00 to Kell Marketing Group.

REVIEW

On June 11, 2024, City Council approved the FY25 budget. As a part of the budget approval, community center upgrades were included. These upgrades will provide several opportunities for community center upgrades that include the replacement of the community center floors. The replacement of the floors will provide an immediate impact on the aesthetic and overall usage of each facility. Floor renovations will be staggered in scheduling to ensure that open gym and other activities are provided at other facilities while renovation takes place. Funds are available in capital project GB2502.

The following bids were received for this project:

| | |
|---------------------------|---------------------|
| Kell Marketing | \$202,459.00 |
| Stratos Solutions | \$206,750.00 |
| Watford Tile, Inc. | \$211,319.00 |

In accordance with Section 34.01-G of the City of Monroe Code of Ordinances, City Council is required to authorize all purchases exceeding \$200,000.

RECOMMENDATION

Staff recommends that the General Service Committee recommend Council approval to award this contract to Kell Marketing and authorize the City Manager to execute any and all necessary documents related to this contract.

Attachments: Kell Marketing Quote
Stratos Solutions Quote
Watford Tile, Inc. Quote



Quote KQ 2271

1332 Tomberlin Rd.
Monroe, NC 28110

January 9, 2025

Ryan Jones
City of Monroe
2325 Hanover Drive
Monroe, NC 28110

Phone: 704-292-1920
Fax: 704-292-2246
E-mail: Darius@KELLmarketing.com

Subject: Winchester

Description: **Remove VCT product; adhesive; cover base; wall base; rubber reducer; floor prep; scraping/preparing; water proofing; install of new LVT flooring; all materials for completion of job included; clean up.**

Finish Size: NA

Materials: LVT

Artwork: NA

| | | | | | |
|-------------------|-----------------|---|-------------------|------------------|------------|
| Quantity & Price: | <u>Quantity</u> | | <u>Unit Price</u> | <u>Extension</u> | |
| | 1 | @ | \$27,873.27 | \$27,873.27 | Before tax |

Packing: NA

Delivery: TBD

Prep. & Setup Charges: Unless otherwise noted, all one-time charges are included in the unit pricing above for new orders. If there are any changes in the artwork, colors, or if additional proofing is required, additional charges will apply.

Terms: DOR

Note: 1 Quoted prices are valid for 14 days

All designs and pricing are confidential and the exclusive property of The KELL Marketing Group, Inc. and/or their suppliers, and are not to be disclosed to third parties, unless otherwise required by North Carolina law. Quotation is subject to change if an error is made in good faith. All design rights, citations, attributes, and accreditations are retained by The KELL Marketing Group, Inc. and/or their suppliers.

Respectfully submitted,
Darius Williams



Quote KQ 2270

1332 Tomberlin Rd.
Monroe, NC 28110

January 9, 2025

Ryan Jones
City of Monroe
2325 Hanover Drive
Monroe, NC 28110

Phone: 704-292-1920
Fax: 704-292-2246
E-mail: Darius@KELLmarketing.com

Subject: Jay Ray

Description: **Remove VCT product; adhesive; cover base; wall base; rubber reducer; floor prep; scraping/preparing; water proofing; install of new LVT flooring; all materials for completion of job included; clean up.**

Finish Size: NA

Materials: LVT

Artwork: NA

| | | | | | |
|-------------------|-----------------|---|-------------------|------------------|------------|
| Quantity & Price: | <u>Quantity</u> | | <u>Unit Price</u> | <u>Extension</u> | |
| | 1 | @ | \$21,439.91 | \$21,439.91 | Before tax |

Packing: NA

Delivery: TBD

Prep. & Setup Charges: Unless otherwise noted, all one-time charges are included in the unit pricing above for new orders. If there are any changes in the artwork, colors, or if additional proofing is required, additional charges will apply.

Terms: DOR

Note: 1 Quoted prices are valid for 14 days

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Respectfully submitted,
Darius Williams



Quote KQ 2268

1332 Tomberlin Rd.
Monroe, NC 28110

January 9, 2025

Ryan Jones
City of Monroe
2325 Hanover Drive
Monroe, NC 28110

Phone: 704-292-1920
Fax: 704-292-2246
E-mail: Darius@KELLmarketing.com

Subject: Dickerson

Description: **Remove VCT product; adhesive; cover base; wall base; rubber reducer; floor prep; scraping/preparing; water proofing; install of new LVT flooring; all materials for completion of job included; clean up.**

Finish Size: NA

Materials: LVT

Artwork: NA

| | | | | | |
|-------------------|-----------------|---|-------------------|------------------|------------|
| Quantity & Price: | <u>Quantity</u> | | <u>Unit Price</u> | <u>Extension</u> | |
| | 1 | @ | \$45,682.83 | \$45,682.83 | Before tax |

Packing: NA

Delivery: TBD

Prep. & Setup Charges: Unless otherwise noted, all one-time charges are included in the unit pricing above for new orders. If there are any changes in the artwork, colors, or if additional proofing is required, additional charges will apply.

Terms: DOR

Note: 1 Quoted prices are valid for 14 days

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Respectfully submitted,
Darius Williams



Quote KQ 2267

1332 Tomberlin Rd.
Monroe, NC 28110

January 9, 2025

Ryan Jones
City of Monroe
2325 Hanover Drive
Monroe, NC 28110

Phone: 704-292-1920
Fax: 704-292-2246
E-mail: Darius@KELLmarketing.com

Subject: Army

Description: **Remove VCT product; adhesive; cover base; wall base; rubber reducer; floor prep; scraping/preparing; water proofing; install of new LVT flooring; all materials for completion of job included; clean up.**

Finish Size: NA

Materials: LVT

Artwork: NA

| | | | | | |
|-------------------|-----------------|---|-------------------|------------------|------------|
| Quantity & Price: | <u>Quantity</u> | | <u>Unit Price</u> | <u>Extension</u> | |
| | 1 | @ | \$65,291.74 | \$65,291.74 | Before tax |

Packing: NA

Delivery: TBD

Prep. & Setup Charges: Unless otherwise noted, all one-time charges are included in the unit pricing above for new orders. If there are any changes in the artwork, colors, or if additional proofing is required, additional charges will apply.

Terms: DOR

Note: 1 Quoted prices are valid for 14 days

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Respectfully submitted,
Darius Williams



Quote KQ 2266

1332 Tomberlin Rd.
Monroe, NC 28110

January 9, 2025

Ryan Jones
City of Monroe
2325 Hanover Drive
Monroe, NC 28110

Phone: 704-292-1920
Fax: 704-292-2246
E-mail: Darius@KELLmarketing.com

Subject: Sutton

Description: **Remove VCT product; adhesive; cover base; wall base; rubber reducer; floor prep; scraping/preparing; water proofing; install of new LVT flooring; all materials for completion of job included; clean up.**

Finish Size: NA

Materials: LVT

Artwork: NA

| | | | | | |
|-------------------|-----------------|---|-------------------|------------------|------------|
| Quantity & Price: | <u>Quantity</u> | | <u>Unit Price</u> | <u>Extension</u> | |
| | 1 | @ | \$36,170.88 | \$36,170.88 | Before tax |

Packing: NA

Delivery: TBD

Prep. & Setup Charges: Unless otherwise noted, all one-time charges are included in the unit pricing above for new orders. If there are any changes in the artwork, colors, or if additional proofing is required, additional charges will apply.

Terms: DOR

Note: 1 Quoted prices are valid for 14 days

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Respectfully submitted,
Darius Williams

MONROE REC CENTERS

CITY OF MONROE

DICKERSON REC CENTER

| | | | |
|---|--|----|-----------|
| 1 | FURNITURE MOVING- STANDARD | \$ | 1,100.00 |
| 2 | VCT DEMO | \$ | 2,500.00 |
| 3 | ADHESIVE SCRAPE | \$ | 3,000.00 |
| 4 | DUMPSTER | \$ | 750.00 |
| 5 | NEW LVT - \$2.25/SF MATERIAL ALLOWANCE (2.5MM THICK) | \$ | 15,000.00 |
| 6 | WALL BASE - 4.5" WALL BASE | \$ | 1,250.00 |
| 7 | FLOOR PREP ALLOWANCE (UP TO 32 BAGS OF PATCH) | \$ | 2,400.00 |
| 8 | MOISTURE PROBES X 3 | \$ | 450.00 |

TOTAL (APPLICABLE TAX INCLUDED) \$ 26,450.00

DICKERSON GYM

| | | | |
|----|--|----|-----------|
| 1 | FURNITURE MOVING- STANDARD | \$ | 825.00 |
| 2 | VCT DEMO | \$ | 2,000.00 |
| 3 | ADHESIVE SCRAPE | \$ | 2,400.00 |
| 4 | DUMPSTER | \$ | 750.00 |
| 5 | NEW LVT - \$2.25/SF MATERIAL ALLOWANCE (2.5MM THICK) | \$ | 7,500.00 |
| 6 | REXCOURT 6.5MM | \$ | 14,225.00 |
| 7 | WALL BASE - 4.5" WALL BASE | \$ | 1,250.00 |
| 8 | REDUCERS | \$ | 150.00 |
| 9 | FLOOR PREP ALLOWANCE (UP TO 32 BAGS OF PATCH) | \$ | 2,400.00 |
| 10 | MOISTURE PROBES X 3 | \$ | 450.00 |

TOTAL (APPLICABLE TAX INCLUDED) \$ 31,950.00

SUTTON PARK GYM

| | | | |
|---|--|----|-----------|
| 1 | FURNITURE MOVING- STANDARD | \$ | 1,100.00 |
| 2 | VCT DEMO | \$ | 2,500.00 |
| 3 | ADHESIVE SCRAPE | \$ | 3,000.00 |
| 4 | DUMPSTER | \$ | 750.00 |
| 5 | NEW LVT - \$2.25/SF MATERIAL ALLOWANCE (2.5MM THICK) | \$ | 16,000.00 |
| 6 | WALL BASE - 4.5" WALL BASE | \$ | 1,100.00 |
| 7 | REDUCERS | \$ | 150.00 |
| 8 | FLOOR PREP ALLOWANCE (UP TO 32 BAGS OF PATCH) | \$ | 2,400.00 |
| 9 | MOISTURE PROBES X 3 | \$ | 450.00 |

TOTAL (APPLICABLE TAX INCLUDED) \$ 27,450.00

OLD ARMORY - MEDIA ROOM

| | | | |
|---|--|----|-----------|
| 1 | DEMO CARPET TILE | \$ | 1,100.00 |
| 2 | NEW CARPET TILE (\$20/SY MATERIAL ALLOWANCE) | \$ | 12,100.00 |
| 3 | WALL BASE - 4.5" WALL BASE | \$ | 250.00 |
| 4 | REDUCERS | \$ | 1,000.00 |
| 5 | FLOOR PREP ALLOWANCE (UP TO 4 BAGS OF PATCH) | \$ | 300.00 |
| 6 | DUMPSTER | \$ | 750.00 |
| 7 | MOISTURE PROBES X 1 | \$ | 150.00 |

TOTAL (APPLICABLE TAX INCLUDED) \$ 15,650.00

MONROE REC CENTERS

CITY OF MONROE

OLD ARMORY - OFFICE, CLASSROOM, & KITCHEN AREAS

| | | | |
|----|--|----|-----------|
| 1 | FURNITURE MOVING- STANDARD | \$ | 1,500.00 |
| 2 | VCT/CPT DEMO | \$ | 3,500.00 |
| 3 | ADHESIVE SCRAPE | \$ | 4,200.00 |
| 4 | DUMPSTER | \$ | 750.00 |
| 5 | NEW LVT - \$2.25/SF MATERIAL ALLOWANCE (2.5MM THICK) | \$ | 22,000.00 |
| 6 | NEW CARPET TILE (\$20/SY MATERIAL ALLOWANCE) | \$ | 875.00 |
| 7 | WALL BASE - 4.5" WALL BASE | \$ | 2,500.00 |
| 8 | REDUCERS | \$ | 75.00 |
| 9 | NOSINGS | \$ | 600.00 |
| 10 | FLOOR PREP ALLOWANCE (UP TO 40 BAGS OF PATCH) | \$ | 3,000.00 |
| 11 | MOISTURE PROBES X 3 | \$ | 450.00 |

TOTAL (APPLICABLE TAX INCLUDED) \$ 39,450.00

MOISTURE REMEDIATION IF NEEDED

| | | | |
|---|--|----|-----------|
| 1 | J RAY SCHUTE | \$ | 9,000.00 |
| 2 | WINCHESTER REC | \$ | 9,000.00 |
| 3 | WINCHESTER GYM | \$ | 3,000.00 |
| 4 | DICKERSON REC | \$ | 9,000.00 |
| 5 | DICKERSON GYM | \$ | 7,500.00 |
| 6 | SUTTON PARK | \$ | 9,000.00 |
| 7 | OLD ARMORY - MEDIA | \$ | 8,400.00 |
| 8 | OLD ARMORY - OFFICE, CLASSROOMS, KITCHEN | \$ | 12,600.00 |

TOTAL (APPLICABLE TAX INCLUDED) \$ 67,500.00

Notes: Unnecessary trips to be billed at \$300/Mobilization (Excludes polished & sealed concrete trips, see below). Any and all allowances above are subject to change when products are specified. If specifications change with drawings, then any and all line items above are subject to change.

Carpet: Carpet excludes any and all demo or adhesive removal unless line itemed above.

Resilient: Resilient base excludes millwork base or anything other than standard resilient 4" unless noted otherwise above. VCT excludes anything other than standard tiles.

Hard Tile: Hard Tile excludes thickset, mud beds, & epoxy grout unless noted otherwise. If tile is going on any floor above ground level, then elevator or lift must be provided.

Concrete: 480v 3-Phase power (50-60amps) must be provided for Sealed and Polished Concrete. If power is not provided a generator rental fee of \$1000/week to occur. Investment assumes synchronous work. Unnecessary trips to be billed at \$2000/mobilization. Excludes any and all dyes, stains, & color unless noted otherwise above.

Pricing & Warranty: All pricing is valid for a period of 30 days unless otherwise noted. Warranty is standard manufacturers for material and one year from date of completion on labor.

Work Hours: Normal working hours are Monday through Friday 7am-4pm, off hour and weekend work is subject to a surcharge.

Jobsite Conditions: Contractor to provide adequate lighting and permanent HVAC as required for the installation of commercial floor covering and hard tile.

Protection: Pricing excludes cleaning, waxing, and protection of installed finishes unless otherwise noted above.

Sub-floor Preparation: Minor sub-floor preparation has been line itemed above. Extra-ordinary floor preparation needed over and above the quoted amount can be provided at a cost of \$75.00/ bag installed for floor patch. If floor needs to be leveled beyond floor patch capabilities, then it can be provided at \$140/bag installed. Floor patching tickets to be signed in the field by the contracting superintendent (or an authorized agent thereof) for verification of work performed and quantity totals.

Vapor Emissions Testing: All costs associated with concrete vapor emissions testing has been excluded from this proposal unless otherwise noted. The space must have permanent HVAC in operation for a minimum of 72 hours for any concrete vapor emissions testing to be accurate and valid. Stratos Solutions will not proceed with the installation of products without results from a certified calcium chloride test. Test results yielding vapor emissions outside the manufacturers warranted tolerances may indicate the need for corrective work. Stratos Solutions will not proceed with the work until warranted concrete vapor conditions are met. It is the recommendation of Stratos Solutions that a certified independent testing agency be retained to perform vapor emissions testing prior the floor covering installation.

Caution: Calcium Chloride test cannot predict long-term moisture conditions of concrete slabs. Moisture testing only indicates moisture conditions at the time the tests are performed.

Change in Work: Stratos Solutions will not proceed with any changes to the original scope of work until the cost of performing such work has been authorized and approved by a written change order.

Hoisting: The General Contractor must provide the means to hoist (elevator, lift, etc.) the material to each floor unless otherwise noted. The cost to remove and replacement exterior windows for the purpose of loading materials is strictly excluded from this proposal and is the responsibility of others.

Contract: The attached proposal clarification must be initialed and received by our office prior to contracting. If contracting is to occur on an AIA form or other general type contract, this proposal must be made part of such contract.

Stratos Solutions looks forward to working with you to provide a quality and professionally installed project. Thank you for your consideration and attention.

MONROE REC CENTERS
STRATOS SOLUTIONS, INC.

CITY OF MONROE
CITY OF MONROE

Signed: _____ *Name:* _____
AUSTIN BLACK

WATFORD TILE INC.

732 Chapin Rd.
Chapin, S.C. 29036

Leslie Watford
WBE
(803)345-3409

January 15, 2025

Re: Windchester Building

The following is to confirm our bid on the above referenced project.

We propose to furnish Labor & Material as defined below for the sum \$ 24,850.00

Bid is based on the following:

Demo of VCT and glue.

Demo of existing 4" cove base and installation of new 4" cove base.

Floor preparation and installation of 3mm/22 Millwear LVP with 100% mitigated adhesive.

Client is to provide dumpster, controlled air, 110 power sources, good lighting, and rooms cleaned out of any and all equipment that may interfere with installation/demo/preparation of floors one week prior to start of project.

Payment of materials to be paid within 7 days of delivery to jobsite.

EXCLUSIONS:

Demolition

Shop drawings

Sealers and sealants

Expansion and control joint layout, and assemblies other than caulk to match grout

Hanging or Finishing Backer Board

There are to be no Curing Compounds or Sealers in the substrates.

QUALIFICATIONS:

Bid valid for 60 days without review

Installation warranted for one year

Thank you for giving us the opportunity to bid this project.

Respectfully submitted,

Steve Baker

WATFORD TILE INC.

732 Chapin Rd.
Chapin, S.C. 29036

Leslie Watford
WBE
(803)345-3409

January 15, 2025

Re: Sutton Park Bldg.

The following is to confirm our bid on the above referenced project.

We propose to furnish Labor & Material base bid as defined below for the sum \$ 30,610.00

Bid is based on the following:

Demo of VCT and glue.

Demo of existing 4" cove base and installation of new 4" cove base.

Floor preparation and installation of 3mm/22 Millwear LVP with 100% moisture barrier adhesive.

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January 15, 2025

Re: Ray Shute Bldg.

The following is to confirm our bid on the above referenced project.

We propose to furnish Labor & Material base bid as defined below for the sum \$ 32,580.00
Addition of Mitigation would be an additional charge of \$15,500.00

Bid is based on the following:

Demo of VCT and glue.

Demo of existing 4" cove base and installation of new 4" cove base.

Floor preparation and installation of 3mm/22 Millwear LVP with 100% moisture barrier adhesive.

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January 15, 2025

Re: Old Armory Bldg.

The following is to confirm our bid on the above referenced project.

We propose to furnish Labor & Material base bid as defined below for the sum \$ 67,869.00
Addition of Mitigation would be an additional charge of \$33,100.00

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Chapin, S.C. 29036

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January 15, 2025

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Sealers and sealants

Expansion and control joint layout, and assemblies other than caulk to match grout

Hanging or Finishing Backer Board

There are to be no Curing Compounds or Sealers in the substrates.

QUALIFICATIONS:

Bid valid for 60 days without review

Installation warranted for one year

Thank you for giving us the opportunity to bid this project.

Respectfully submitted,

Steve Baker

WATFORD TILE INC.

732 Chapin Rd.
Chapin, S.C. 29036

January 15, 2025

Re: Dickerson Bldg. Room Add

The following is to confirm our bid on the above referenced project.

We propose to furnish Labor & Material base bid as defined below for the sum \$ 12,361.00

Bid is based on the following:

Demo of VCT and glue.

Demo of existing 4" cove base and installation of new 4" cove base.

Floor preparation and installation of 3mm/22 Millwear LVP with 100% moisture barrier adh

Client is to provide dumpster, controlled air, 110 power sources, good lighting, and rooms cl
and all equipment that may interfere with installation/demo/preparation of floors one week p
project.

Payment of materials to be paid within 7 days of delivery to jobsite.

EXCLUSIONS:

Demolition

Shop drawings

Sealers and sealants

Expansion and control joint layout, and assemblies other than caulk to match grout

Hanging or Finishing Backer Board

There are to be no Curing Compounds or Sealers in the substrates.

QUALIFICATIONS:

Bid valid for 60 days without review

Installation warranted for one year

Thank you for giving us the opportunity to bid this project.

Respectfully submitted,

Steve Baker

WATFORD TILE INC.

732 Chapin Rd.
Chapin, S.C. 29036

January 15, 2025

Re: Dickerson Bldg.

The following is to confirm our bid on the above referenced project.

We propose to furnish Labor & Material base bid as defined below for the sum \$ 43,220.00
Addition of Mitigation would be an additional charge of \$25,340.00

Bid is based on the following:

Demo of VCT and glue.

Demo of existing 4" cove base and installation of new 4" cove base.

Floor preparation and installation of 3mm/22 Millwear LVP with 100% moisture barrier.
Client is to provide dumpster, controlled air, 110 power sources, good lighting, and roscin and all equipment that may interfere with installation/demo/preparation of floors on this project.

Mitigation addition to be installed with a 1/8" cap.

Payment of materials to be paid within 7 days of delivery to jobsite.

EXCLUSIONS:

Demolition

Shop drawings

Sealers and sealants

Expansion and control joint layout, and assemblies other than caulk to match grout
Finishing or Finishing Backer Board

There are to be no Curing Compounds or Sealers in the substrates.

WARRANTY:

Warranty for 60 days without review

Warranty on warranted for one year

Thank you for giving us the opportunity to bid this project.

Submitted,

out of any
start of



STAFF REPORT

TO: Parks and Recreation Committee
VIA: Mark Watson, City Manager
DATE: January 28, 2025
FROM: Peter Hovanec, Parks, Recreation and Tourism Director
PREPARED BY: Peter Hovanec, Parks and Recreation and Tourism Director
SUBJECT: Legislative Agenda Discussion

SUMMARY STATEMENT

Discussion of items for Council’s Legislative Agenda.

REVIEW

The Parks and Recreation Commission is requested to discuss items for City Council consideration for Council’s 2025 State Legislative Agenda. Staff will provide recommendations for discussion and seek additional recommendations from the Committee.

RECOMMENDATION

Discussion and direction by the Parks and Recreation Commission regarding Legislative Agenda items for Council consideration.



STAFF REPORT

TO: Parks and Recreation Commission
VIA: Mark Watson, City Manager
DATE: January 28, 2025
FROM: Pete Hovanec, Parks and Recreation and Tourism Director
PREPARED BY: Pete Hovanec, Parks and Recreation and Tourism Director
SUBJECT: 2025 Event Schedule

SUMMARY STATEMENT

The Parks and Recreation Commission will be presented an overview of 2025 Parks and Recreation events.

REVIEW

The Parks and Recreation Department has another year of events planned for community engagement and quality of life including Car Cruise-Ins, Music on Main Concert Series, and major holiday events.

RECOMMENDATION

Presented for informational purposes; no action is needed at this time.

Attachment: 2025 P&R Event Schedule

Parks & Rec Events

| | |
|---------------|--|
| April 11 | Car Cruise-In |
| April 12 | Easter Eggstravaganza |
| April 25 | Music on Main |
| May 9 | Car Cruise-In |
| May 16 | Music on Main |
| June 13 | Car Cruise-In |
| June 14 | Juneteenth |
| June 27 | Music on Main |
| July 4 | 4 th of July |
| July 11 | Car Cruise-In |
| July 25 | Music on Main |
| August 8 | Car Cruise-In |
| August 22 | Music on Main |
| September 12 | Car Cruise-In |
| September 26 | Music on Main |
| October 4 | Holiday Craft Show |
| October 10 | Car Cruise-In |
| October 18 | Halloween Happenings |
| Tree Lighting | December 6 |
| Car Cruise-In | 2 nd Friday April through October |
| Music on Main | 4 th Friday April through September except May 3 rd Friday |