





MEMORANDUM

Parks & Recreation Department

TO: A. Jerome Fletcher II, ICMA-CM, MPA, City Manager

THROUGH: Juliana B. Bellia, Assistant City Manager 

FROM: Sandy Pfundheller, CPRE, Parks & Recreation Director 

SUBJECT: Morgan Family Community Center – Gymnasium Construction Schedule

DATE: September 17, 2024

With the Morgan Family Community Center roof repairs now complete in the area above the gymnasium and the replacement HVAC units installed (scheduled to be brought online this week), repair work within the gymnasium space has commenced.

The following provides the anticipated project schedule for construction activities specific to the gymnasium:

- Gym Painting – in progress, estimated completion date September 27, 2024
- Acoustical Panels Installation – September 30 – October 5, 2024
- Door Repair/Replacement – September 30 – October 5, 2024
- Gym Wood Flooring Delivery and Acclimation – October 7 – October 12, 2024
- Gym Wood Flooring Installation – October 14 – December 2, 2024
- Gym Wood Flooring Striping & Sealing – December 2 – December 13, 2024
- Gym Wood Flooring Cure Time – December 13 – December 31, 2024

Pending any unforeseen challenges or setbacks, Parks & Recreation staff intends to re-open the gymnasium in January of 2025. Once a solid opening date is identified, staff will reactivate applicable recreational programming for this space and reach out to established rental groups that were displaced because of the closure to reinstate reservations in accordance with the current reservation timeline. Additionally, a grand re-opening will be scheduled and advertised to the public.

As previously documented, Substantial Completion of the project is expected within 180 days from the Notice to Proceed/PO, with Final Completion 30 days later. Based on this, it is anticipated that all repairs to the Morgan Family Community Center will be completed no later than February of 2025.

Please let me know if you have any questions or need additional information. Thank you.