AGENDA

MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS' REGULAR MEETING
MONDAY EVENING, NOVEMBER 9, 2026, AT 6:30 PM
THOMPSON PARK VISITOR CENTER,
"BEECH ROOM", 1ST FLOOR, 805 NEWMAN SPRINGS RD, LINCROFT, NJ

A. Roll Call

B. Statement of Adequate Public Notice
Pledge of Allegiance followed by a moment of silence

C. Approval of MINUTES—REGULAR MEETING: SEPTEMBER 28, 2026
(Excused: Vice Chairman Mandeville, Commissioners Hennessy and Adcock)

D. Approval of MINUTES - EXECUTIVE SESSION – LAND ACQUISITION MATTERS: SEPTEMBER 28, 2026 (Excused: Vice Chairman Mandeville, Commissioners Hennessy and Adcock)

E. Approval of 2025 VOUCHER LIST (Dated: 10/05/26)

F. Approval of 2026 VOUCHER LIST (Dated: 10/05/26)

G. Approval of 2025 VOUCHER LIST (Dated: 10/30/26)

H. Approval of 2026 VOUCHER LIST (Dated: 10/30/26)

I. BOARD CORRESPONDENCE RECEIVED:

J. Motion to OPEN the HEARING OF THE PUBLIC.
(Presentations are limited to three (3) minutes per person.)

K. Motion to CLOSE the HEARING OF THE PUBLIC.

L. DIRECTOR'S REPORT:

1. BUDGET REPORTS

2. REVENUE REPORT—MONTH OF SEPTEMBER

3. ATTENDANCE REPORT—MONTH OF SEPTEMBER

4. ATTENDANCE REPORT—MONTH OF OCTOBER

5. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT — SEPTEMBER (Dated: 10/6/2026)

6. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT — OCTOBER (Dated: 11/2/2026)

7. MCPS WEBSITE TRAFFIC REPORT — SEPTEMBER COMPARISON, BY YEARS 2021 – 2026

M. COUNTY COMMISSIONER'S REPORT:

N. CAPITAL PROJECT REVIEW – Andrew J. Spears, Director

O. ITEMS FOR BOARD REVIEW:

1. Board Review Item #1 – Recommend award of contract to the lowest responsible bidder, as per bid proposal to Continental Hardware, Inc., Newark, NJ, to Furnish and Deliver Lumber for Various Monmouth County Departments On-Call as Needed for the Period of January 1, 2027 through December 31, 2027 (Monmouth County Co-Op) (F-19-2027) (MCPS total $150,000.00) (Addendum #1 Issued); in the Total Contract Amount of $246,658.00.

2. Board Review Item #2 – Recommend Purchase from Paraco Gas Corporation, Rye Brook, NY, to Furnish and Deliver Assorted Propane Gasses for Various Monmouth County Departments On-Call, as needed for the Period of January 1, 2027 through December 31, 2028 (MCPS total $48,870.00); as available under the Monmouth County Co-op Contract (F-15-2027), in the Total Contract Amount of $146,688.19.

3. Board Review Item #3 – Recommend Purchase from U.S. Electrical Services, Inc. t/a Yale Electric Supply, Trenton, NJ, to Furnish and Deliver Light Bulbs for Various Monmouth County Departments On-Call, as needed for the Period of January 1, 2027 through December 31, 2027 (MCPS total $20,000.00); as available under the Monmouth County Co-op Contract (F-18-2027), in the Total Contract Amount of $74,050.00.

4. Board Action Item #4 – Recommend Authorizing Contract Amendment #2, in the Amount of $78,000.00 to include construction observation services, to AKRF, Inc., New York, NY, for Providing Professional Landscape Architectural and Engineering Services for the Preparation of Plans and Bid Documents for Walkways and Patio at Seven Presidents Oceanfront Park, Long Branch, New Jersey (Ref. #20-72 & PS #14-21), as originally awarded by Resolution #R-21-4-5=121, in the Contract Amount Not To Exceed $75,360.00, and as modified by Contract Amendment #1 awarded by Resolution #R-22-5-23=177, in the Total Contract Amendment #1 Amount of $73,409.00, for a new Total Amended Contract Amount of $151,409.00, as modified by Contract Amendment #2, and further Authorizing the Director to send notice of Contract Amendment to County of Monmouth Public Notices, as required by law, within twenty (20) days of its passage. **(see Memo)**

5. Board Action Item #5 – Establishing the 2027 Schedule of Regular Meetings of the Monmouth County Board of Recreation Commissioners and further Authorizing the Director to post and send notice to County of Monmouth Public Notices, as required by law, within twenty (20) days of its passage. **(See Att.)**

6. Board Action Item #6 – Recommend Approving and Adopting the Monmouth County Park System Marketing Promotional Program for the Year 2027. (**See Att.**)

7. Board Review Item #7 – Recommend competitive contracting to procure a parent and child music enrichment program for children ages 6 months through 5 years for the Monmouth County Park System.

8. Board Review Item #8 – Recommend Exercising of Option to Extend Contract as per bid proposal, for an Additional One (1) Year Period (2027), as originally awarded by Resolution #R-24-11-4=403 (2025) and extended by Resolution #R-25-10-6=326 (2026), reserving the option to extend the contract for one (1) additional year (2027), to A. C. Schultes, Inc., Woodbury Heights, NJ, for Furnishing and Delivery of Golf Course Irrigation Well & Pumping Equipment Services and Repair Parts (Bid #0001-25), Item: 2027 Supply/Service Contract for the Period of January 1, 2027 through December 31, 2027 (F-50-2026); in the Estimated Total Contract Amount of $10,000.00.

9. Board Review Item #9 – Recommend award of contract to the lowest responsible bidder, as per bid proposal to Coastal Elite Veterinary Services, LLC, to Provide On-Call, as needed Professional Veterinary Services for the Monmouth County Park System for the Period of January 1, 2027 through December 31, 2027 (P-8-2027); in the Total Contract Amount of $65,300.00.

10. Board Review Item #10 – Recommend Retaining the Extraordinary Unspecifiable Services of Two River Art, LLC dba Kidzart, Atlantic Highlands, NJ, to provide Specialized Trademarked Instruction for Drawing & Painting Classes within the Monmouth County Park System for the Period of January 1, 2027 through December 31, 2027 (R-8-2027), in an amount not to exceed $53,058.00.

11. Board Review Item #11 – Recommend Retaining the Extraordinary Unspecifiable Services of Aspiring Artists, LLC, Spring Lake, NJ, to provide Specialized Trademarked Instruction for Impressionistic Painting Classes within the Monmouth County Park System for the Period of January 1, 2027 through December 31, 2027 (R-9-2027), in an amount not to exceed $57,120.00.

12. Board Review Item #12 – Recommend Retaining the Extraordinary Unspecifiable Services of Gina Torello t/a Lightscapes Studio, LLC, Oakhurst, NJ, to provide Exceptional Instruction for Fine Art Classes in Multiple Disciplines within the Monmouth County Park System for the Period of January 1, 2027 through December 31, 2027 (R-11-2027), in an amount not to exceed $60,092.00.

13. Board Review Item #13 – Recommend award of contract to the lowest responsible bidder, as per bid proposal to W. B. Mason Company, Inc., Cranberry, NJ, to Furnish and Deliver Various Paper Towels, Toilet Tissue, and Dispensers for Various Monmouth County Departments on-call, as needed for the Period of January 1, 2027 through December 31, 2027 (F-26-2027) (MCPS total $96,974.60); in the Total Contract Amount of $221,190.43.

14. Board Review Item #14 – Recommend Purchase from Storr Tractor Company, Branchburg, NJ, to Furnish and Deliver Various Toro Equipment for the Monmouth County Park System, as available under the Bergen County Co-op #CK04/26-13, in the Total Contract Amount of $354,947.45.

15. Board Action Item #15 – Recommend Authorizing the Chairman and Director to Enter Into a Joint Use Agreement with Fostering Farmers, a 501(c)(3) non-profit organization, located at 429 Crestview Terrace, Brick, NJ 08723, to use the County's real property known as Red Gables, located at 600 Navesink River Road, Middletown Township, within Huber Woods Park, to restore the existing fenced garden to active farming for public enjoyment, agricultural education, and horticultural programming for a period of three (3) years, with an option to renew upon mutual agreement.

16. Board Action Item #16 – Recommending Adoption of Bel-Aire Golf Course Winter Fees & Charges, as proposed, to take effect January 1, 2027 through February 28, 2027. **(See Att.)**

17. Board Action Item #17 – Recommending Adoption of Charleston Springs Golf Course Winter Fees & Charges, as proposed, to take effect January 1, 2027 through February 28, 2027. **(See Att.)**

18. Board Action Item #18 – Recommending Adoption of Shark River Golf Course Winter Fees & Charges, as proposed, to take effect January 1, 2027 through February 28, 2027. **(See Att.)**

19. Board Action Item #19 – Recommending Adoption of Reservable Group Use Areas, Picnic Pavilions & Tents, Shelter Buildings, and Cabin Fees and Charges, as proposed, to take effect January 1, 2027. **(See Att.)**

20. Board Action Item #20 – Recommending Adoption of East Freehold Showgrounds Fees & Charges, as proposed, to take effect January 1, 2027. **(See Att.)**

21. Board Action Item #21 – Recommending Adoption of Fort Monmouth Recreation Area Fees & Charges, as proposed, to take effect January 1, 2027. **(See Att.)**

22. Board Action Item #22 – Recommending Adoption of Seven Presidents Oceanfront Park Fees & Charges, as proposed, to take effect January 1, 2027. **(See Att.)**

23. Board Action Item #23 – Recommending Adoption of Turkey Swamp Park Fees & Charges, as proposed, to take effect January 1, 2027. **(See Att.)**

24. Board Action Item #24 – Recommending the inclusion of East Freehold Showgrounds in the Monmouth County Board of Recreation Commissioners' Policy Designating Charleston Springs Golf Course, Hominy Hill Golf Course, Howell Park Golf Course, Shark River Golf Course, and Wickatunk Recreation Area as Special Use Locations for the Sale and Consumption of Alcoholic Beverages as provided by the Food and Beverage Concessionaire(s), and/or Caterer(s), in accordance with the Board's Bid Specifications and New Jersey Division of Alcoholic Beverage Control (NJABC) regulations, as previously adopted by the Board on April 24, 2017, and further Rescinding previously adopted Board Resolution #R-17-4-24=156.

25. Board Action Item #25 – Recommend authorizing Contract Amendment #2, in the Amount of $7,400.00 to revise construction documents to bid a third time, to Artheon (formerly CME Associates), Neptune, NJ, for Providing Professional Engineering Services for the Development of Site Improvements at Wolf Hill Recreation Area, Oceanport, NJ

(Ref. #24-42 & PS #49-24), as originally awarded by Resolution #R-24-11-4=414, in the Contract Amount Not To Exceed $131,500.00, and as modified by Contract Amendment #1 awarded by Resolution #R-25-8-18=262 in the Total Contract Amendment #1 Amount of $140,840.00, for a new Total Amended Contract Amount of $148,240.00, as modified by Contract Amendment #2. **(see Memo)**

26. Board Action Item #26 – Recommend authorizing Contract Amendment #3, in the Amount of $84,435.00 for additional remedial investigation work, to Kenny Environmental Services, LLC, Marlton, NJ, for Providing Professional Preliminary Assessment/Site Investigation of Block 77, Lot 37, Freehold Borough, Improved Property, Owned by: Holland Farms, LLC, ±0.8368 Acres, Project: Additions to Henry Hudson Trail, Interest: Fee Simple (Ref. #25-43 & P-91-2025), as originally awarded by Resolution #R-25-12-1=384, in the Contract Amount Not To Exceed $2,970.00, and as modified by Contract Amendment #1 awarded by Resolution #R-26-2-9=55, in the Total Contract Amendment #1 Amount of $20,320.00, and as modified by Contract Amendment #2 awarded by Resolution #R-26-6-8=114, in the Total Contract Amount of $45,020.00, for a new Total Amended Contract Amount of $129,455.00, as modified by Contract Amendment #3, and further Authorizing the Director to send notice of Contract Amendment to County of Monmouth Public Notices, as required by law, within twenty (20) days of its passage. **(see Memo)**

27. Board Review Item #27 as added to the Agenda – Recommend acceptance of the written proposal of Legacy Construction Management, Inc., Wall, NJ, as received on June 30, 2026, proposal dated June 26, 2026, for Construction Management Services for the Construction of the DeBois Creek Recreation Area Development Project in the Township of Freehold for the County of Monmouth (P-43-2026), in an Amount Not To Exceed $293,082.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(see Memo)**

Request received from the Tournament Director of the Monmouth County High Schools, Tim Hogan for the use of Charleston Springs South Golf Course for its' New Jersey Girls High School Golf State Tournament of Champions on Thursday, May 13, 2027. The Tournament will begin with a shotgun start at 9:00 a.m., for approximately 100 junior golfers. The fee of $30.00 per golfer will be charged for each participant which includes use of the warmup range. Mr. Hogan may seek local media/TV coverage of the event. No rain date. Mr. Hogan is requesting carts at no charge for coaches for the purposes of rulings and safety. Hosting the event would require blocking tee times until 2:00 p.m., to the public.

Request received from the Tournament Director of the Monmouth County High Schools, Tim Hogan for the use of Charleston Springs South Golf Course for its' New Jersey Boys High School Golf State Tournament of Champions on Wednesday, May 12, 2027. The Tournament will begin with a shotgun start at 9:00 a.m. for approximately 115-120 junior golfers. The fee of $30.00 per golfer will be charged for each participant which includes use of the warmup range. Mr. Hogan may seek local media/TV coverage of the event. No rain date. Mr. Hogan is requesting carts at no charge for coaches for the purposes of rulings and safety. Hosting the event would require blocking tee times until 2:00 p.m., to the public.

Request received from the head coach of Manasquan High School, Chip Sweeney requesting the use of Howell Park Golf Course for its Manasquan High School Winter Classic on Tuesday, March 16, 2027. The Winter Classic will begin with a shotgun start at 9:00 a.m. for approximately 120 junior golfers. The fee of $24.00 per golfer will be charged for each participant which includes use of the warmup range. Mr. Sweeney is requesting a rain date of Wednesday, March 17, 2027. Mr. Sweeney is requesting carts at no charge for the purposes of rulings and safety. Hosting the event would require blocking tee times until 2:00 p.m. to the public.

RESOLUTION OF CONSENT:

At _____ PM, the following **Resolution of Consent** was offered for adoption by _____:

WHEREAS, the Monmouth County Board of Recreation Commissioners has received the Agenda for the Board Meeting in advance of the meeting; and

WHEREAS, the Board has had an opportunity to review and consider Agenda Items #_____ through #_____ for Board Action; and

WHEREAS, the Board is satisfied that the above items as presented to the Board are in order and complete.

NOW, THEREFORE, BE IT RESOLVED that the Monmouth County Board of Recreation Commissioners does hereby approve by consent, Agenda Items #_____ through #_____.

Resolution of Consent seconded by:

ITEMS FOR BOARD ACTION:

1. Resolution **Authorizing CONTRACT AMENDMENT #2**, in the Amount of **$78,000.00** to include construction observation services, to **AKRF, INC.**, New York, NY, for **PROVIDING PROFESSIONAL LANDSCAPE ARCHITECTURAL AND ENGINEERING SERVICES FOR THE PREPARATION OF PLANS AND BID DOCUMENTS FOR WALKWAYS AND PATIO AT SEVEN PRESIDENTS OCEANFRONT PARK, LONG BRANCH, NEW JERSEY (Ref. #20-72 & PS #14-21),** as originally awarded by Resolution #R-21-4-5=121, in the Contract Amount Not To Exceed $75,360.00, and as modified by Contract Amendment #1 awarded by Resolution #R-22-5-23=177, in the Total Contract Amendment #1 Amount of **$73,409.00**, for a NEW TOTAL AMENDED CONTRACT AMOUNT OF **$151,409.00**, AS MODIFIED BY CONTRACT AMENDMENT #2, and further AUTHORIZING the DIRECTOR to SEND NOTICE of Contract Amendment to County of Monmouth Public Notices, as required by law, within twenty (20) days of its passage.

2. Resolution **ESTABLISHING the 2027 SCHEDULE OF REGULAR MEETINGS OF THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS** and further AUTHORIZING the DIRECTOR to POST AND SEND NOTICE to County of Monmouth Public Notices, as required by law, within twenty (20) days of its passage.

3. Resolution **APPROVING and ADOPTING the MONMOUTH COUNTY PARK SYSTEM MARKETING PROMOTIONAL PROGRAM FOR THE YEAR 2027**.

4. Resolution **AUTHORIZING the CHAIRMAN and DIRECTOR to ENTER INTO a JOINT USE AGREEMENT** with **FOSTERING FARMERS,** a 501(c)(3) non-profit organization, located at 429 Crestview Terrace, Brick, NJ 08723, to use the County's real property known as Red Gables, located at 600 Navesink River Road, Middletown Township, within Huber Woods Park, to restore the existing fenced garden to active farming for public enjoyment, agricultural education, and horticultural programming for a period of three (3) years, with an option to renew upon mutual agreement.

5. Resolution **RECOMMENDING ADOPTION OF BEL-AIRE GOLF COURSE WINTER FEES & CHARGES**, as proposed, to take effect January 1, 2027 through February 28, 2027.

6. Resolution **RECOMMENDING ADOPTION OF CHARLESTON SPRINGS GOLF COURSE WINTER FEES & CHARGES**, as proposed, to take effect January 1, 2027 through February 28, 2027.

7. Resolution **RECOMMENDING ADOPTION OF SHARK RIVER GOLF COURSE WINTER FEES & CHARGES**, as proposed, to take effect January 1, 2027 through February 28, 2027.

8. Resolution **RECOMMENDING ADOPTION OF RESERVABLE GROUP USE AREAS, PICNIC PAVILIONS & TENTS, SHELTER BUILDINGS, AND CABIN FEES AND CHARGES**, as proposed, to take effect January 1, 2027.

9. Resolution **RECOMMENDING ADOPTION OF EAST FREEHOLD SHOWGROUNDS FEES AND CHARGES**, as proposed, to take effect January 1, 2027.

10. Resolution **RECOMMENDING ADOPTION OF FORT MONMOUTH RECREATION AREA FEES AND CHARGES**, as proposed, to take effect January 1, 2027.

11. Resolution **RECOMMENDING ADOPTION OF SEVEN PRESIDENTS OCEANFRONT PARK FEES AND CHARGES**, as proposed, to take effect January 1, 2027.

12. Resolution **RECOMMENDING ADOPTION OF TURKEY SWAMP PARK FEES AND CHARGES**, as proposed, to take effect January 1, 2027.

13. Resolution **RECOMMENDING THE INCLUSION OF EAST FREEHOLD SHOWGROUNDS IN THE MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS' POLICY DESIGNATING CHARLESTON SPRINGS GOLF COURSE, HOMINY HILL GOLF COURSE, HOWELL PARK GOLF COURSE, SHARK RIVER GOLF COURSE, AND WICKATUNK RECREATION AREA AS SPECIAL USE LOCATIONS FOR THE SALE AND CONSUMPTION OF ALCOHOLIC BEVERAGES AS PROVIDED BY THE FOOD AND BEVERAGE CONCESSIONAIRE(S), AND/OR CATERER(S), IN ACCORDANCE WITH THE BOARD'S BID SPECIFICATIONS AND NEW JERSEY DIVISION OF ALCOHOLIC BEVERAGE CONTROL (NJABC) REGULATIONS,** as previously adopted by the Board on April 24, 2017, and further Rescinding previously adopted Board Resolution #R-17-4-24=156.

14. Resolution **Authorizing CONTRACT AMENDMENT #2**, in the Amount of **$7,400.00** to revise construction documents to bid a third time, to **ARTHEON (formerly CME Associates)**, Neptune, NJ, for **PROVIDING PROFESSIONAL ENGINEERING SERVICES FOR THE DEVELOPMENT OF SITE IMPROVEMENTS AT WOLF HILL RECREATION AREA, OCEANPORT, NJ (Ref. #24-42 & PS #49-24)**, as originally awarded by Resolution #R-24-11-4=414, in the Contract Amount Not To Exceed $131,500.00, and as modified by Contract Amendment #1 awarded by Resolution #R-25-8-18=262 in the Total Contract Amendment #1 Amount of **$140,840.00**, for a NEW TOTAL AMENDED CONTRACT AMOUNT OF **$148,240.00**, AS MODIFIED BY CONTRACT AMENDMENT #2.

15. Resolution **Authorizing CONTRACT AMENDMENT #3,** in the Amount of **$84,435.00** for additional remedial investigation work, to **KENNY ENVIRONMENTAL SERVICES, LLC**, Marlton, NJ, for **PROVIDING PROFESSIONAL PRELIMINARY ASSESSMENT/SITE INVESTIGATION OF BLOCK 77, LOT 37, FREEHOLD BOROUGH, IMPROVED PROPERTY, OWNED BY: HOLLAND FARMS, LLC, ±0.8368 ACRES, PROJECT: ADDITIONS TO HENRY HUDSON TRAIL, INTEREST: FEE SIMPLE (Ref. #25-43 & P-91-2025)**, as originally awarded by Resolution #R-25-12-1=384, in the Contract Amount Not To Exceed $2,970.00, and as modified by Contract Amendment #1 awarded by Resolution #R-26-2-9=55, in the Total Contract Amendment #1 Amount of $20,320.00, and as modified by Contract Amendment #2 awarded by Resolution #R-26-6-8=114, in the Total Contract Amount of **$45,020.00**, for a new Total Amended Contract Amount of **$129,455.00**, as modified by Contract Amendment #3, and further Authorizing the Director to send notice of Contract Amendment to County of Monmouth Public Notices, as required by law, within twenty (20) days of its passage.

MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

EXECUTIVE SESSION

Motion for a Resolution to move into Executive Session for Potential Property Acquisitions or Sales – N.J.S.A. 10:4-12-(b)(5) for the purpose of discussing the following:

- Additions to Bayshore Recreation Area
- Discussion - Additions to Big Brook Park, Shark River Park, Dorbrook Recreation Area, Long Branch Recreation Area, Turkey Swamp Park

Motion to close Executive Session

Motion to reconvene the Regular Meeting

Motion for a Resolution to take action on the following item(s) discussed in Executive Session

1.

2.

DATES TO REMEMBER:

1. **MONDAY EVENING, DECEMBER 7, 2026 – 6:30 PM. Regular Board Meeting**. Thompson Park Visitor Center, "Beech Room", 1st Floor, 805 Newman Springs Road, Lincroft, NJ.

ITEMS FOR THE GOOD OF THE ORDER:

Motion to ADJOURN the Regular Meeting of the Monmouth County Board of Recreation Commissioners.