

A G E N D A

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS' REGULAR MEETING
MONDAY EVENING, DECEMBER 1, 2025, AT 7:00 PM
THOMPSON PARK VISITOR CENTER,
"BEECH ROOM", 1ST FLOOR, 805 NEWMAN SPRINGS RD, LINCROFT, NJ**

- A. Roll Call
- B. Statement of Adequate Public Notice – Read by

Pledge of Allegiance followed by a moment of silence
- C. Approval of MINUTES—REGULAR MEETING: NOVEMBER 17, 2025
(Excused: Commissioners Butch, Davidson, Foster, Stolte)
- D. Approval of MINUTES - EXECUTIVE SESSION – LAND ACQUISITION MATTERS:
NOVEMBER 17, 2025 (Excused: Commissioners Butch, Davidson, Foster, Stolte)
- E. Approval of 2024 VOUCHER LIST
- F. Approval of 2025 VOUCHER LIST
- G. BOARD CORRESPONDENCE RECEIVED:
- H. Motion to OPEN the HEARING OF THE PUBLIC.
(Presentations are limited to three (3) minutes per person.)
- I. Motion to CLOSE the HEARING OF THE PUBLIC.
- J. DIRECTOR'S REPORT:
- K. COUNTY COMMISSIONER'S REPORT:
- L. PRESENTATION:

"Sports & Fitness Program Update", by Michael Williams, Assistant Recreation Supervisor
- M. CAPITAL PROJECT REVIEW – Andrew J. Spears, Director
- N. ITEMS FOR BOARD REVIEW:
 - 1. Board Action Item #1 – Recommending to the Monmouth County Board of County Commissioners the Entering Into a Lease Agreement between the Trinity Episcopal Church, for a One (1) Year Period, Commencing January 1, 2026 and Ending on December 31, 2026, with the option to renew the lease for an additional one (1) year period for the Lease of Available Space for the "Urban Recreation Initiative" Program, at the Trinity Episcopal Church, 503 Asbury Avenue, Asbury Park, NJ, by the Monmouth County Park System, as per the terms and conditions of the lease agreement, and further recommending that the Board of County Commissioners authorize the Director or his Designee to renew said lease, on behalf of the County of Monmouth.

2. Board Action Item #2 – Authorizing the Purchase of Golf Course Point-of-Sale and Tee Time Reservation System, from Golf Compete, Inc., d/b/a foreUP Golf Software, Pleasant Grove, UT, Item: Point of Sale & Tee Time Reservation System for the Monmouth County Park System Golf Courses – Shark River, Pine Brook, Howell, Hominy Hill, Charleston Springs, and Bel-Aire Golf Courses for the Period of 1/1/26 through 12/31/26; as available under Local Public Contract Law 40A:11-5 (dd), in the Total Contract Amount of \$48,520.00.
3. Board Action Item #3 – Rescinding aggregate contract to Accredited Lock & Door Hardware Co., Secaucus, NJ only, for Furnishing and Delivery of Hardware and Industrial Supplies (Bid #0003-24), Item: 2026 Supply Contract for the Period of 1/1/26 through 12/31/26; being a portion of an aggregate contract awarded by Resolution #R-25-11-17=359, in the Estimated Total Aggregate Amount of \$70,000.00, as vendor requested this be done due to increase in prices due to tariff fees.
4. Board Action Item #4 – Recommend Authorizing Change Order #1, in the amount of \$1,017.63, to increase golf ball inventory due to increase in rounds, to the following vendors, for Furnishing and Delivery of Golf Products, Resale Merchandise, and Clothing (Bid #0008-25), as originally awarded by Resolution #R-24-12-2=437 (2025), and extended by Resolution #R-25-10-20=337 (2026), Item: 2025 Supply Contract (Period of 1/1/25 through 12/31/25), with the Board of Recreation Commissioners reserving the option to extend the contract for an additional one (1) year period (2027), under the same terms and conditions, as per bid specification; in the Estimated Total Aggregate Contract Amount of \$160,000.00, for a new Estimated Total Aggregate Change Order #1 Contract Amount of \$161,017.63:
 1. Acushnet Company, 333 Bridge Street, Fairhaven, MA 02719
 2. Golf Max, 535 E. 42nd Street, Paterson, NJ 07513
 3. Jack Jolly & Son Inc., 855 Industrial Hwy, Ste. 2, Cinnaminson, NJ 08077
5. Board Action Item #5 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Melissa Chill Music, Riegelsville, PA, for Furnishing of a Parent and Child Music Enrichment Program for Children Ages 6 Months through 5 Years (Bid F-76-2026), Item: 2026 Service Contract (Period of 1/1/26 through 12/31/26); in the Estimated Total Contract Amount of \$63,000.00.
6. Board Action Item #6 – Recommend acceptance of the written proposal of Hemlock Hill Farm, Colts Neck, NJ, as received on November 13, 2025, proposal dated November 11, 2025, for Furnishing and Delivery of Animal Feed and Supplements (P-23-2026), (Period of Contract 1/1/26 through 12/31/26); in an Amount Not To Exceed \$28,302.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
7. Board Action Item #7 – Recommending Adoption of Monmouth County High School Golf Fees and Charges, to take effect immediately.
8. Board Action Item #8 as added to the Agenda – Rejecting All bids received on November 19, 2025 for Furnish and Delivery of Heating and Air Conditioning Maintenance and Repair Parts, and Service, and Installations (Bid F-75-2026), as a

significant revision to the specifications is needed, and further Authorizing the Director to re-advertise for same.

9. Board Action Item #9 as added to the Agenda – Recommend acceptance of the written proposal of Van Cleef Engineering Associates, LLC, Freehold, NJ, as received on November 18, 2025, proposal dated November 17, 2025, for Providing Professional Surveying Services 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. #25-42 & P-90-2025), in an Amount Not To Exceed \$2,900.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
10. Board Action Item #10 as added to the Agenda – Recommend acceptance of the written proposal of Kenny Environmental Services, LLC, Marlton, NJ, as received on November 18, 2025, proposal dated November 10, 2025, 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), in an Amount Not To Exceed \$2,970.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
11. Board Action Item #11 as added to the Agenda – Recommend acceptance of the written proposal of Kenny Environmental Services, LLC, Marlton, NJ, as received on November 18, 2025, proposal dated November 10, 2025, for Providing Professional Preliminary Assessment/Site Investigation (PA/SI) of Block 259, Lot 3, Middletown Township, Improved Property, Owned by: Eric & Danielle Olsen, ±0.1148 Acres, Project: Additions to Bayshore Recreation Area, Interest: Fee Simple (Ref. #25-44 & P-87-2025), in an Amount Not To Exceed \$2,970.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
12. Board Action Item #12 as added to the Agenda – Recommend acceptance of the written proposal of Johnson, Mirmiran & Thompson, Inc., Trenton, NJ, as received on November 18, 2025, proposal dated November 12, 2025, for Providing Professional Surveying Services of Block 259, Lot 3, Middletown Township, Improved Property, Owned by: Eric & Danielle Olsen, ±0.1148 Acres, Project: Additions to Bayshore Recreation Area, Interest: Fee Simple (Ref. #25-45 & P-88-2025), in an Amount Not To Exceed \$2,300.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
13. Board Action Item #13 as added to the Agenda – Recommend acceptance of the written proposal of Kenny Environmental Services, LLC, Marlton, NJ, as received on November 18, 2025, proposal dated November 10, 2025, for Providing Professional Preliminary Assessment/Site Investigation (PA/SI) of Block 50, Lot 34, Howell Township, Improved Property, Owned by: DeSanctis, Carmine & Mautuori, Mary, ±1.41 Acres, Project: Additions to Manasquan River Greenway, Interest: Fee Simple (Ref. #25-46 & P-89-2025), in an Amount Not To Exceed \$2,970.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.

14. Board Action Item #14 as added to the Agenda – Recommend acceptance of the written proposal of Morgan Engineering, LLC/Morgan Municipal, LLC, Island Heights, NJ, as received on November 18, 2025, proposal dated November 13, 2025, for Providing Professional Surveying Services of Block 50, Lot 34, Howell Township, Improved Property, Owned by: DeSanctis, Carmine & Mautuori, Mary, ±1.41 Acres, Project: Additions to Manasquan River Greenway, Interest: Fee Simple (Ref. #25-47 & P-92-2025), in an Amount Not To Exceed \$3,350.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.

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 **RECOMMENDING TO THE MONMOUTH COUNTY BOARD OF COUNTY COMMISSIONERS THE ENTERING INTO A LEASE AGREEMENT BETWEEN THE TRINITY EPISCOPAL CHURCH, FOR A ONE (1) YEAR PERIOD, COMMENCING JANUARY 1, 2026 AND ENDING ON DECEMBER 31, 2026, WITH THE OPTION TO RENEW THE LEASE FOR AN ADDITIONAL ONE (1) YEAR PERIOD FOR THE LEASE OF AVAILABLE SPACE FOR THE “URBAN RECREATION INITIATIVE” PROGRAM, AT THE TRINITY EPISCOPAL CHURCH, 503 Asbury Avenue, Asbury Park, NJ, by the MONMOUTH COUNTY PARK SYSTEM, as per the terms and conditions of the lease agreement, and FURTHER RECOMMENDING THAT THE BOARD OF COUNTY COMMISSIONERS AUTHORIZE THE DIRECTOR OR HIS DESIGNEE TO RENEW SAID LEASE, ON BEHALF OF THE COUNTY OF MONMOUTH.**
2. Resolution **AUTHORIZING the PURCHASE of GOLF COURSE POINT-OF-SALE AND TEE TIME RESERVATION SYSTEM, from GOLF COMPETE, INC., d/b/a foreUP GOLF SOFTWARE, Pleasant Grove, UT, ITEM: Point of Sale & Tee Time Reservation System for the Monmouth County Park System Golf Courses – Shark River, Pine Brook, Howell, Hominy Hill, Charleston Springs, and Bel-Aire Golf Courses for the Period of 1/1/26 through 12/31/26; as available under Local Public Contract Law 40A:11-5 (dd), in the Total Contract Amount of \$48,520.00.**

3. Resolution **RESCINDING aggregate contract to ACCREDITED LOCK & DOOR HARDWARE CO.**, Secaucus, NJ **ONLY**, for **FURNISHING AND DELIVERY OF HARDWARE AND INDUSTRIAL SUPPLIES (Bid #0003-24)**, ITEM: 2026 Supply Contract for the Period of 1/1/26 through 12/31/26; being a portion of an aggregate contract awarded by Resolution #R-25-11-17=359, in the Estimated Total Aggregate Amount of **\$70,000.00**, as vendor requested this be done due to increase in prices due to tariff fees.
4. Resolution **Authorizing CHANGE ORDER #1**, in the amount of **\$1,017.63**, to increase golf ball inventory due to increase in rounds, to the following vendors, for **FURNISHING AND DELIVERY OF GOLF PRODUCTS, RESALE MERCHANDISE, AND CLOTHING (Bid #0008-25)**, as originally awarded by Resolution #R-24-12-2=437 (2025), and extended by Resolution #R-25-10-20=337 (2026), ITEM: 2025 Supply Contract (Period of 1/1/25 through 12/31/25), with the Board of Recreation Commissioners reserving the option to extend the contract for an additional one (1) year period (2027), under the same terms and conditions, as per bid specification; in the Estimated Total Aggregate Contract Amount of **\$160,000.00**, for a **NEW ESTIMATED TOTAL AGGREGATE CHANGE ORDER #1 CONTRACT AMOUNT OF \$161,017.63**:
 1. Acushnet Company, 333 Bridge Street, Fairhaven, MA 02719
 2. Golf Max, 535 E. 42nd Street, Paterson, NJ 07513
 3. Jack Jolly & Son Inc., 855 Industrial Hwy, Ste. 2, Cinnaminson, NJ 08077
5. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **MELISSA CHILL MUSIC**, Riegelsville, PA, for **FURNISHING OF A PARENT AND CHILD MUSIC ENRICHMENT PROGRAM FOR CHILDREN AGES 6 MONTHS THROUGH 5 YEARS (Bid F-76-2026)**, ITEM: 2026 Service Contract (Period of Contract 1/1/26 through 12/31/26); in the Estimated Total Contract Amount of **\$63,000.00**.
6. Resolution **ACCEPTING THE WRITTEN PROPOSAL of HEMLOCK HILL FARM**, Colts Neck, NJ, as received on November 13, 2025, proposal dated November 11, 2025, for **FURNISHING AND DELIVERY OF ANIMAL FEED AND SUPPLEMENTS (P-23-2026)**, (Period of Contract 1/1/26 through 12/31/26); in an Amount Not To Exceed **\$28,302.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
7. Resolution **Adopting MONMOUTH COUNTY HIGH SCHOOL GOLF FEES AND CHARGES**, to take effect immediately.
8. Resolution **REJECTING ALL bids** received on November 19, 2025, for **FURNISH AND DELIVERY OF HEATING AND AIR CONDITIONING MAINTENANCE AND REPAIR PARTS, AND SERVICE, AND INSTALLATIONS (Bid F-75-2026)**, as a significant revision to the specifications is needed, and further **AUTHORIZING the DIRECTOR to RE-ADVERTISE** for same.
9. Resolution **ACCEPTING the WRITTEN PROPOSAL of VAN CLEEF ENGINEERING ASSOCIATES, LLC**, Freehold, NJ, as received on November 18, 2025, proposal dated November 17, 2025, for **PROVIDING PROFESSIONAL SURVEYING SERVICES 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. #25-42 & P-90-2025), in an Amount Not To Exceed **\$2,900.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.

10. Resolution **ACCEPTING the WRITTEN PROPOSAL of KENNY ENVIRONMENTAL SERVICES**, Marlton, NJ, as received on November 18, 2025, proposal dated November 10, 2025, 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)**, in an Amount Not To Exceed **\$2,970.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
11. Resolution **ACCEPTING the WRITTEN PROPOSAL of KENNY ENVIRONMENTAL SERVICES, LLC**, Marlton, NJ, as received on November 18, 2025, proposal dated November 10, 2025, for **PROVIDING PROFESSIONAL PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PA/SI) OF BLOCK 259, LOT 3, MIDDLETOWN TOWNSHIP, IMPROVED PROPERTY, OWNED BY: ERIC & DANIELLE OLSEN, ±0.1148 ACRES, PROJECT: ADDITIONS TO BAYSHORE RECREATION AREA, INTEREST: FEE SIMPLE (Ref. #25-44 & P-87-2025)**, in an Amount Not To Exceed **\$2,970.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
12. Resolution **ACCEPTING the WRITTEN PROPOSAL of JOHNSON, MIRMIRAN & THOMPSON, INC.**, Trenton, NJ, as received on November 18, 2025, proposal dated November 12, 2025, for **PROVIDING PROFESSIONAL SURVEYING SERVICES OF BLOCK 259, LOT 3, MIDDLETOWN TOWNSHIP, IMPROVED PROPERTY, OWNED BY: ERIC & DANIELLE OLSEN, ±0.1148 ACRES, PROJECT: ADDITIONS TO BAYSHORE RECREATION AREA, INTEREST: FEE SIMPLE (Ref. #25-45 & P-88-2025)**, in an Amount Not To Exceed **\$2,300.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
13. Resolution **ACCEPTING the WRITTEN PROPOSAL of KENNY ENVIRONMENTAL SERVICES**, Marlton, NJ, as received on November 18, 2025, proposal dated November 10, 2025, for **PROVIDING PROFESSIONAL PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PA/SI) OF BLOCK 50, LOT 34, HOWELL TOWNSHIP, IMPROVED PROPERTY, OWNED BY: DESANCTIS, CARMINE & MAUTUORI, MARY, ±1.41 ACRES, PROJECT: ADDITIONS TO MANASQUAN RIVER GREENWAY, INTEREST: FEE SIMPLE (Ref. #25-46 & P-89-2025)**, in an Amount Not To Exceed **\$2,970.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
14. Resolution **ACCEPTING the WRITTEN PROPOSAL of MORGAN ENGINEERING, LLC/MORGAN MUNICIPAL, LLC**, Island Heights, NJ, as received on November 18, 2025, proposal dated November 13, 2025, for **PROVIDING PROFESSIONAL SURVEYING SERVICES OF BLOCK 50, LOT 34, HOWELL TOWNSHIP, IMPROVED PROPERTY, OWNED BY: DESANCTIS, CARMINE & MAUTUORI, MARY, ±1.41 ACRES, PROJECT: ADDITIONS TO MANASQUAN RIVER GREENWAY, INTEREST: FEE SIMPLE (Ref. #25-47 & P-92-2025)**, in an Amount Not To Exceed **\$3,350.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.

MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

1. Architectural Services, Providing Professional On-Call Specialized Architectural Services for the Monmouth County Park System, Various Park Locations (Ref. #25-68) (*FAIR & OPEN—OVER \$17,500.00*)
2. Environmental Services, Providing PASI Services for Various Land Preservation Projects for 24-month period, 2026-2027 (Ref. #25-69) (*FAIR & OPEN—OVER \$17,500.00*)
3. Survey Services, Providing Surveying Services for Various Land Preservation Projects for 24-month period, 2026-2027 (Ref. #25-70) (*FAIR & OPEN—OVER \$17,500.00*)
4. On-Call Herbicide Applicator for Invasive Plant Species Management, Various Monmouth County Parks (Ref. #25-71) (*FAIR & OPEN—OVER \$17,500.00*)

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 Crosswicks Creek Park
- Discussion – Metedeconk River Greenway
- Agreement with Monmouth Conservation Foundation

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. **SATURDAY, DEC. 6 – FRIDAY, DEC. 12 – 11 AM-4 PM. The Creative Arts Center Exhibit & Sale.** Creative Arts Festival, Thompson Park Creative Arts Center
2. **MONDAY EVENING, DECEMBER 15, 2025 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ
3. **MONDAY EVENING, JANUARY 13, 2026 - 7:00 PM. Annual First Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
4. **MONDAY EVENING, JANUARY 27, 2026 - 7:00 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.