

A G E N D A

Tentative: 12/10/25

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS' REGULAR MEETING
MONDAY EVENING, DECEMBER 15, 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

Pledge of Allegiance followed by a moment of silence
- C. Approval of MINUTES—REGULAR MEETING: DECEMBER 1, 2025
(Excused: Commissioners Butch and Stolte)
- D. Approval of MINUTES - EXECUTIVE SESSION – LAND ACQUISITION MATTERS:
DECEMBER 1, 2025 (Excused: Commissioners Butch and 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:
 - 1. BUDGET REPORTS
 - 2. REVENUE REPORT—MONTH OF OCTOBER
 - 3. ATTENDANCE REPORT—MONTH OF NOVEMBER
 - 4. HUMAN RESOURCES MONTHLY REPORT — NOVEMBER (Dated: 12/9/2025)
 - 5. MCPS TRAINING REQUESTS AS OF DECEMBER 9, 2025
 - 6. MCPS WEBSITE TRAFFIC REPORT — NOVEMBER COMPARISON BY YEARS
2020 – 2025
- K. COUNTY COMMISSIONER'S REPORT:

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

M. ITEMS FOR BOARD REVIEW:

1. Board Action Item #1 – Authorizing the Director to prepare a Citation expressing the Board’s Appreciation for Services to Patrick J. Killeen, County Park Ranger, who started work with the Monmouth County Park System on August 4, 2008, and who will retire effective January 1, 2026, with seventeen (17) years and four (4) months of service.
2. Board Action Item #2 – Recommend acceptance of the written proposal of Ceramic Supply, Inc., Lodi, NJ, as received on November 13, 2025, proposal dated October 30, 2025, for Furnishing and Delivery of Moist Clay for the Creative Arts Center (P-24-2026), in an Estimated Amount of \$21,000.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
3. Board Action Item #3 – Recommend acceptance of the written proposal of Coastal Elite Veterinary Services, Howell, NJ, as received on November 13, 2025, proposal dated October 31, 2025, for Providing Professional Veterinary Services (P-25-2026), in an Estimated Amount of \$60,175.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
4. Board Action Item #4 – Recommend acceptance of the written proposal of M and N Farms, LLC, Chesterfield, NJ, as received on December 2, 2025, proposal dated November 26, 2025, for Furnishing and Delivery of Hay and Straw (P-22-2026), in an Estimated Amount of \$19,465.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
5. Board Action Item #5 – Recommending approval of the Friends of the Parks Various 2026 Projects, and further Authorizing the Chairman and Director to Enter into a General Project Agreement for the Year 2026 with the Friends of the Monmouth County Park System, Inc., for Various 2026 Projects.
6. Board Action Item #6 – Authorizing the Purchase of Commercial Grounds Equipment from KLBL, Inc., dba Vic Gerard Golf Cars, Farmingdale, NJ, Items: One-hundred fifteen (115) new Club Car Tempo Golf Cars including Visage Connect, Golf Experience & Yardage with Cart Tracking, \$930,879.00 and One-hundred fourteen (114) trade-in Golf Cars, minus (-) \$175,700.00 with working chargers, pickup, and delivery; as available under the Bergen County Co-op (BC-Bid-24-10), for the Period of 05/07/24 through 05/06/26, in the Total Contract Amount of \$755,179.00.
7. Board Action Item #7 – Rescinding contract awarded by Resolution #R-25-10-6=302, to Paramus Ford, Inc., dba All American Ford of Paramus, Paramus, NJ, for Purchase of Cars, Crossovers, Class 1-3 Pickup Trucks/Chassis, Sport Utility Vehicles and Vans, Items: Two (2) 2025 Transit-350 Cargo RWD High Roof HD Ext. Van 148” WB DRW Base (F4X); as available under Bergen County Co-op (BC-Bid-24-43), for the Period of 6/19/24 through 6/18/26; in the Total State Contract Amount of \$129,684.20, as this purchase was mistakenly duplicated under Resolution #R-25-11-17=362.
8. Board Action Item #8 – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Complete Security Systems, Inc., Marlboro, NJ, for Furnishing and Delivery of Installation, Repairing, Testing and Monitoring of Alarm

Systems (Bid F-65-2026), Items: 1-5 (Period of 1/1/26 through 12/31/26), with the Board of Recreation Commissioners reserving the option to extend the Contract for two (2) additional one (1) year periods (2027 & 2028), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$150,000.00. (see Memo)

9. Board Action Item #9 – Recommending Adoption of Reservable Group Use Areas, Picnic Pavilions & Tents, Shelter Buildings, and Cabin Fees and Charges, as proposed, to take effect January 1, 2026.
10. Board Action Item #10 – Recommending Adoption of Room Rentals Fees & Charges, as proposed, to take effect January 1, 2026.
11. Board Action Item #11 – Recommending Adoption of Athletic Facility Use Fees & Charges, as proposed, to take effect January 1, 2026.
12. Board Action Item #12 – Recommending Adoption of Professional Portraits in the Parks Fees & Charges, as proposed, to take effect January 1, 2026.
13. Board Action Item #13 – Recommending Adoption of Commercial Media Use Fees & Charges, as proposed, to take effect January 1, 2026.
14. Board Action Item #14 – Recommending Adoption of East Freehold Showgrounds Fees & Charges, as proposed, to take effect January 1, 2026.
15. Board Action Item #15 – Recommending Adoption of Fort Monmouth Recreation Area Fees & Charges, as proposed, to take effect January 1, 2026.
16. Board Action Item #16 – Recommending Adoption of Seven Presidents Oceanfront Park Fees & Charges, as proposed, to take effect January 1, 2026.
17. Board Action Item #17 – Recommending Adoption of Turkey Swamp Park Fees & Charges, as proposed, to take effect January 1, 2026.
18. Board Action Item #18 – Recommending Adoption of Swimming River Park Fees & Charges, as proposed, to take effect January 1, 2026.

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 the DIRECTOR to prepare a CITATION expressing the BOARD'S APPRECIATION FOR SERVICES to PATRICK J. KILLEEN**, County Park Ranger, who started work with the Monmouth County Park System on August 4, 2008, and who will **RETIRE effective January 1, 2026**, with seventeen (17) years and four (4) months of service.
2. Resolution **ACCEPTING the WRITTEN PROPOSAL of CERAMIC SUPPLY, INC., Lodi, NJ**, as received on November 13, 2025, proposal dated October 30, 2025, for **FURNISHING AND DELIVERY OF MOIST CLAY FOR THE CREATIVE ARTS CENTER (P-24-2026)**, in an Estimated Amount of **\$21,000.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
3. Resolution **ACCEPTING the WRITTEN PROPOSAL of COASTAL ELITE VETERINARY SERVICES, Howell, NJ**, as received on November 13, 2025, proposal dated October 31, 2025, for **PROVIDING PROFESSIONAL VETERINARY SERVICES (P-25-2026)**, in an Estimated Amount of **\$60,175.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
4. Resolution **ACCEPTING the WRITTEN PROPOSAL of M AND N FARMS, LLC, Chesterfield, NJ**, as received on December 2, 2025, proposal dated November 26, 2025, for **FURNISHING AND DELIVERY OF HAY AND STRAW (P-22-2026)**, in an Estimated Amount of **\$19,465.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
5. Resolution **APPROVING the FRIENDS OF THE PARKS VARIOUS 2026 PROJECTS, and further AUTHORIZING the CHAIRMAN AND DIRECTOR to ENTER INTO a GENERAL PROJECT AGREEMENT FOR THE YEAR 2026 with the FRIENDS OF THE MONMOUTH COUNTY PARK SYSTEM, INC., for VARIOUS 2026 PROJECTS.**
6. Resolution **AUTHORIZING the PURCHASE OF COMMERCIAL GROUNDS EQUIPMENT from KLBL, INC., dba VIC GERARD GOLF CARS, Farmingdale, NJ**, ITEMS: One-hundred fifteen (115) new Club Car Tempo Golf Cars including Visage Connect, Golf Experience & Yardage with Cart Tracking, \$930,879.00 and One-hundred fourteen (114) trade-in Golf Cars, minus (-) \$175,700.00 with working chargers, pickup, and delivery; as available under the Bergen County Co-op (BC-Bid-24-10), for the Period of 05/07/24 through 05/06/26, in the Total Contract Amount of **\$755,179.00**.
7. Resolution **RESCINDING contract** awarded by Resolution #R-25-10-6=302, to **PARAMUS FORD, INC., dba ALL AMERICAN FORD OF PARAMUS, Paramus, NJ**, for **PURCHASE OF CARS CROSSOVERS, CLASS 1-3 PICKUP TRUCKS/CHASSIS, SPORT UTILITY VEHICLES AND VANS**, ITEMS: Two (2) 2025 Transit-350 Cargo RWD High Roof HD Ext. Van 148" WB DRW Base (F4X); as available under Bergen County Co-op

(BC-Bid-24-43), for the Period of 6/19/24 through 6/18/26; in the Total State Contract Amount of **\$129,684.20**, as this purchase was mistakenly duplicated under Resolution #R-25-11-17=362.

8. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **COMPLETE SECURITY SYSTEMS, INC.**, Marlboro, NJ, for **FURNISHING AND DELIVERY OF INSTALLATION, REPAIRING, TESTING AND MONITORING OF ALARM SYSTEMS (Bid F-65-2026)**, ITEMS: 1-5 (Period of 1/1/26 through 12/31/26), with the Board of Recreation Commissioners **RESERVING** the **OPTION TO EXTEND** the **CONTRACT** for **TWO (2) ADDITIONAL ONE (1) YEAR PERIODS (2027 & 2028)**, under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of **\$150,000.00**.
9. 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, 2026.
10. Resolution **RECOMMENDING ADOPTION OF ROOM RENTALS FEES AND CHARGES**, as proposed, to take effect January 1, 2026.
11. Resolution **RECOMMENDING ADOPTION OF ATHLETIC FACILITY USE FEES AND CHARGES**, as proposed, to take effect January 1, 2026.
12. Resolution **RECOMMENDING ADOPTION OF PROFESSIONAL PORTRAITS IN THE PARKS FEES AND CHARGES**, as proposed, to take effect January 1, 2026.
13. Resolution **RECOMMENDING ADOPTION OF COMMERCIAL MEDIA USE FEES AND CHARGES**, as proposed, to take effect January 1, 2026.
14. Resolution **RECOMMENDING ADOPTION OF EAST FREEHOLD SHOWGROUNDS FEES AND CHARGES**, as proposed, to take effect January 1, 2026.
15. Resolution **RECOMMENDING ADOPTION OF FORT MONMOUTH RECREATION AREA FEES AND CHARGES**, as proposed, to take effect January 1, 2026.
16. Resolution **RECOMMENDING ADOPTION OF SEVEN PRESIDENTS OCEANFRONT PARK FEES AND CHARGES**, as proposed, to take effect January 1, 2026.
17. Resolution **RECOMMENDING ADOPTION OF TURKEY SWAMP PARK FEES AND CHARGES**, as proposed, to take effect January 1, 2026.
18. Resolution **RECOMMENDING ADOPTION OF SWIMMING RIVER PARK FEES AND CHARGES**, as proposed, to take effect January 1, 2026.

MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:

MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:

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 12, 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 26, 2026 - 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
5. **MONDAY EVENING, FEBRUARY 9, 2026 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
6. **MONDAY EVENING, FEBRUARY 23, 2026 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
7. **MONDAY EVENING, MARCH 9, 2026 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1st Floor, 805 Newman Springs Road, Lincroft, NJ.
8. **MONDAY EVENING, MARCH 23, 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.