

# AGENDA

Tentative: 06/04/25

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS' REGULAR MEETING  
MONDAY EVENING, JUNE 9, 2025, AT 7:00 PM  
THOMPSON PARK VISITOR CENTER,  
"BEECH ROOM", 1<sup>ST</sup> 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: MAY 27, 2025  
(Excused: Commissioners Butch and Foster)
- D. Approval of MINUTES - EXECUTIVE SESSION – LAND ACQUISITION MATTERS:  
MAY 27, 2025 (Excused: Commissioners Butch and Foster)
- 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. CAPITAL PROJECT REVIEW – Andrew J. Spears, Director
- M. ITEMS FOR BOARD REVIEW:
  - 1. Board Action Item #1 – Declaring the Month of July 2025 as “Parks and Recreation Month”, and further recommending to the Monmouth County Board of County Commissioners that the Board of County Commissioners Declare the Month of July 2025 as “Parks and Recreation Month” in the County of Monmouth.
  - 2. Board Action Item #2 – Recommend acceptance of the written proposal of Stuart Appraisal Company, LLC, Tinton Falls, NJ, as received on May 20, 2025, proposal dated May 16, 2025, for Providing Professional Appraisal Services of Block 64, Lot 1, Freehold Borough, Improved Property, Owned by: Rolando & Nilda Castro, ±0.124 Acres, Project: Additions to Henry Hudson Trail, Interest: Fee Simple

(Ref. #24-70 & P-53-2025), in an Amount Not To Exceed \$1,440.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(see Memo)**

3. Board Action Item #3 – Recommend acceptance of the written proposal of Comprehensive Appraisal Corp., Freehold, NJ, as received on May 20, 2025, proposal dated May 14, 2025, for Providing Professional Appraisal Services of Block 64, Lot 1, Freehold Borough, Improved Property, Owned by: Rolando & Nilda Castro, +0.124 Acres, Project: Additions to Henry Hudson Trail, Interest: Fee Simple (Ref. #24-70 & P-53-2025), in an Amount Not To Exceed \$1,575.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(see Memo)**
4. Board Action Item #4 – Recommending Adoption of Amended Bel-Aire Golf Course Fees & Charges, effective, July 1, 2025 through December 31, 2025, incorporating greens fee discounts for Monmouth County resident disabled veteran who provide federal government issued ID displaying a disability rating, as previously adopted on February 10, 2025 by Resolution #R-25-2-10=89. **(see Att.)**
5. Board Action Item #5 – Recommending Adoption of Amended Charleston Springs Golf Course Fees & Charges, effective, July 1, 2025 through December 31, 2025, incorporating greens fee discounts for Monmouth County resident disabled veteran who provide federal government issued ID displaying a disability rating, as previously adopted on February 10, 2025 by Resolution #R-25-2-10=90. **(see Att.)**
6. Board Action Item #6 – Recommending Adoption of Amended Hominy Hill Golf Course Fees & Charges, effective, July 1, 2025 through December 31, 2025, incorporating greens fee discounts for Monmouth County resident disabled veteran who provide federal government issued ID displaying a disability rating, as previously adopted on February 10, 2025 by Resolution #R-25-2-10=91. **(see Att.)**
7. Board Action Item #7 – Recommending Adoption of Amended Howell Park Golf Course Fees & Charges, effective, July 1, 2025 through December 31, 2025, incorporating greens fee discounts for Monmouth County resident disabled veteran who provide federal government issued ID displaying a disability rating, as previously adopted on February 10, 2025 by Resolution #R-25-2-10=92. **(see Att.)**
8. Board Action Item #8 – Recommending Adoption of Amended Pine Brook Golf Course Fees & Charges, effective, July 1, 2025 through December 31, 2025, incorporating greens fee discounts for Monmouth County resident disabled veteran who provide federal government issued ID displaying a disability rating, as previously adopted on February 10, 2025 by Resolution #R-25-2-10=93. **(see Att.)**
9. Board Action Item #9 – Recommending Adoption of Amended Shark River Golf Course Fees & Charges, effective, July 1, 2025 through December 31, 2025, incorporating greens fee discounts for Monmouth County resident disabled veteran who provide federal government issued ID displaying a disability rating, as previously adopted on February 10, 2025 by Resolution #R-25-2-10=94. **(see Att.)**
10. Board Action Item #10 – Authorizing the Director to prepare a Citation expressing the Board’s Appreciation for Services to Michael A. Vaccaro, Supervisor of Trades, who started work with the Monmouth County Park System on September 21, 1998, and who

will retire effective July 1, 2025, with twenty-six (26) years and nine (9) months of service.

11. Board Action Item #11 – Recommending the Entering Into an Agreement with Monmouth University, West Long Branch, NJ, for Administration of Urban Recreation Scholarships for 2025 summer recreation programs to be held at Monmouth University, and further Authorizing the Chairman and Director to enter into said Agreement and to take all necessary action as may be required by law.
12. Board Action Item #12 – Recommend acceptance of the written proposal of Morgan Engineering, LLC, Island Heights, NJ, as received on May 23, 2025, proposal dated May 15, 2025, for Providing Professional Survey Services of Block 49, Lots 22 & 23, Freehold Township, Improved Property, Owned by: Cupo, ±.5641 Acres, Project: Additions to DeBois Creek Recreation Area, Interest: Fee Simple (Ref. #25-20 & P-54-2025), in an Amount Not To Exceed \$3,150.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(see Memo)**
13. Board Action Item #13 – Recommend acceptance of the written proposal of Gibson & Stattel Environmental, Inc., Bridgeton, NJ, as received on May 23, 2025, proposal dated May 22, 2025, for Providing Professional Preliminary Assessment/Site Investigation (PA/SI) of Block 49, Lots 22 & 23, Freehold Township, Improved Property, Owned by: Cupo, ±.5641 Acres, Project: Additions to DeBois Creek Recreation Area, Interest: Fee Simple (Ref. #25-19 & P-55-2025), in an Amount Not To Exceed \$2,890.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4. **(see Memo)**
14. Board Action Item #14 – Authorizing Change Order #2, in the amount of \$0.00, for a Contract Extension to November 1, 2025, to Whirl Corporation, Inc., Port Monmouth, NJ, for Playground Equipment and Surfacing Replacement at Seven Presidents Playground (Bid #0081-23), Item: Total Base Bid, Items 1-8; as originally awarded by Resolution #R-24-2-26=104 in the Contract Amount of \$317,585.00, and as modified by Change Order #1 awarded by Resolution #R-24-5-6=195 in the Total Change Order #1 Contract Amount of \$317,585.00, for a new Total Change Order #2 Contract Amount of \$317,585.00. **(see Memo)**

**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 **DECLARING the MONTH OF JULY 2025** as “**PARKS AND RECREATION MONTH**”, and further **RECOMMENDING to the MONMOUTH COUNTY BOARD OF COUNTY COMMISSIONERS that the BOARD OF COUNTY COMMISSIONERS DECLARE the MONTH OF JULY 2025** as “**PARKS AND RECREATION MONTH**” in the COUNTY OF MONMOUTH.
2. Resolution **ACCEPTING the WRITTEN PROPOSAL OF STUART APPRAISAL COMPANY, LLC**, Tinton Falls, NJ, as received on May 20, 2025, proposal dated May 16, 2025, for **PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 64, LOT 1, FREEHOLD BOROUGH, IMPROVED PROPERTY, OWNED BY: ROLANDO & NILDA CASTRO, ±0.124 ACRES, PROJECT: ADDITIONS TO HENRY HUDSON TRAIL, INTEREST: FEE SIMPLE (Ref. #24-70 & P-53-2025)**, in an Amount Not To Exceed **\$1,440.00**, 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 COMPREHENSIVE APPRAISAL CORP.**, Freehold, NJ, as received on May 20, 2025, proposal dated May 14, 2025, for **PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 64, LOT 1, FREEHOLD BOROUGH, IMPROVED PROPERTY, OWNED BY: ROLANDO & NILDA CASTRO, ±0.124 ACRES, PROJECT: ADDITIONS TO HENRY HUDSON TRAIL, INTEREST: FEE SIMPLE (Ref. #24-70 & P-53-2025)**, in an Amount Not To Exceed **\$1,575.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
4. Resolution **ADOPTING the AMENDED BEL-AIRE GOLF COURSE FEES & CHARGES, Effective July 1, 2025 through December 31, 2025**, incorporating greens fee discounts for Monmouth County resident disabled veteran who provide federal government issued ID displaying a disability rating, as previously adopted on February 10, 2025 by Resolution #R-25-2-10=89.
5. Resolution **ADOPTING the AMENDED CHARLESTON SPRINGS GOLF COURSE FEES & CHARGES, Effective July 1, 2025 through December 31, 2025**, incorporating greens fee discounts for Monmouth County resident disabled veteran who provide federal government issued ID displaying a disability rating, as previously adopted on February 10, 2025 by Resolution #R-25-2-10=90.
6. Resolution **ADOPTING the AMENDED HOMINY HILL GOLF COURSE FEES & CHARGES, Effective July 1, 2025 through December 31, 2025**, incorporating greens fee discounts for Monmouth County resident disabled veteran who provide federal government issued ID displaying a disability rating, as previously adopted on February 10, 2025 by Resolution #R-25-2-10=91.

7. Resolution **ADOPTING the AMENDED HOWELL PARK GOLF COURSE FEES & CHARGES, Effective July 1, 2025 through December 31, 2025**, incorporating greens fee discounts for Monmouth County resident disabled veteran who provide federal government issued ID displaying a disability rating, as previously adopted on February 10, 2025 by Resolution #R-25-2-10=92.
8. Resolution **ADOPTING the AMENDED PINE BROOK GOLF COURSE FEES & CHARGES, Effective July 1, 2025 through December 31, 2025**, incorporating greens fee discounts for Monmouth County resident disabled veteran who provide federal government issued ID displaying a disability rating, as previously adopted on February 10, 2025 by Resolution #R-25-2-10=93.
9. Resolution **ADOPTING the AMENDED SHARK RIVER GOLF COURSE FEES & CHARGES, Effective July 1, 2025 through December 31, 2025**, incorporating greens fee discounts for Monmouth County resident disabled veteran who provide federal government issued ID displaying a disability rating, as previously adopted on February 10, 2025 by Resolution #R-25-2-10=94.
10. Resolution **AUTHORIZING the DIRECTOR to prepare a CITATION** expressing the **BOARD'S APPRECIATION FOR SERVICES to MICHAEL A. VACCARO**, Supervisor of Trades, who started work with the Monmouth County Park System on September 21, 1998, and who will **RETIRE effective July 1, 2025**, with twenty-six (26) years and nine (9) months of service.
11. Resolution **RECOMMENDING THE ENTERING INTO AN AGREEMENT WITH MONMOUTH UNIVERSITY, WEST LONG BRANCH, NJ, FOR ADMINISTRATION OF URBAN RECREATION SCHOLARSHIPS FOR 2025 SUMMER RECREATION PROGRAMS** to be held at Monmouth University, and further Authorizing the Chairman and Director to enter into said Agreement and to take all necessary action as may be required by law.
12. Resolution **ACCEPTING the WRITTEN PROPOSAL of MORGAN ENGINEERING, LLC**, Island Heights, NJ, as received on May 23, 2025, proposal dated May 15, 2025, for **PROVIDING PROFESSIONAL SURVEY SERVICES OF BLOCK 49, LOTS 22 & 23, FREEHOLD TOWNSHIP, IMPROVED PROPERTY, OWNED BY: CUPO, ±.5641 ACRES, PROJECT: ADDITIONS TO DEBOIS CREEK RECREATION AREA, INTEREST: FEE SIMPLE (Ref. #25-20 & P-54-2025)**, in an Amount Not To Exceed **\$3,150.00**, 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 GIBSON & STATTEL ENVIRONMENTAL, INC.**, Bridgeton, NJ, as received on May 23, 2025, proposal dated May 22, 2025, for **PROVIDING PROFESSIONAL PRELIMINARY ASSESSMENT/SITE INVESTIGATION (PA/SI) OF BLOCK 49, LOTS 22 & 23, FREEHOLD TOWNSHIP, IMPROVED PROPERTY, OWNED BY: CUPO, ±.5641 ACRES, PROJECT: ADDITIONS TO DEBOIS CREEK RECREATION AREA, INTEREST: FEE SIMPLE (Ref. #25-19 & P-55-2025)**, in an Amount Not To Exceed **\$2,890.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.
14. Resolution **Authorizing CHANGE ORDER #2**, in the amount of \$0.00, for a Contract Extension to November 1, 2025, to **WHIRL CORPORATION, INC.**, Port Monmouth, NJ, for **PLAYGROUND EQUIPMENT AND SURFACING REPLACEMENT AT**

**SEVEN PRESIDENTS PLAYGROUND (Bid #0081-23)**, ITEM: Total Base Bid, Items 1-8; as originally awarded by Resolution #R-24-2-26=104 in the Contract Amount of \$317,585.00, and as modified by Change Order #1 awarded by Resolution #R-24-5-6=195 in the Total Change Order #1 Contract Amount of **\$317,585.00**, for a NEW TOTAL CHANGE ORDER #2 CONTRACT AMOUNT OF **\$317,585.00**.

**MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:**

1. Shark River Park Bridge 406-01 Repairs, Wall Township, NJ

**MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:**

1. Appraisal Services, Additions to Henry Hudson Trail (Ref. #25-29) (*FAIR & OPEN—UNDER \$17,500.00*)
2. Appraisal Services, Additions to Metedeconk River Greenway (Ref. #25-30) (*FAIR & OPEN—UNDER \$17,500.00*)
3. Appraisal Services, Additions to Metedeconk River Greenway (Ref. #25-31), (*FAIR & OPEN—UNDER \$17,500.00*)
4. Professional Engineering Services for Final Design of Sculpture Garden at the Creative Arts Center, Thompson Park (Ref. #25-28), (*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:

- Additions to Bayshore Recreation Area
- Additions to Shark River Park
- Additions to Perrineville Lake 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, JUNE 9, 2025 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.

2. **MONDAY EVENING, JUNE 23, 2025 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
3. **MONDAY EVENING, JULY 14, 2025 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
4. **MONDAY EVENING, AUGUST 4, 2025 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
5. **MONDAY EVENING, AUGUST 18, 2025 – 7:00 PM. Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> 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.