

# AGENDA

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS' REGULAR MEETING  
MONDAY EVENING, JANUARY 25, 2021, AT 7:00 PM  
REMOTE TELECONFERENCE FROM THOMPSON PARK HEADQUARTERS  
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—ANNUAL FIRST REGULAR MEETING: MONDAY,  
JANUARY 11, 2021

D. Approval of 2020 VOUCHER LIST

E. Approval of 2021 VOUCHER LIST

F. BOARD CORRESPONDENCE RECEIVED:

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

H. Motion to CLOSE the HEARING OF THE PUBLIC.

I. SECRETARY—DIRECTOR'S REPORT:

1. BUDGET REPORTS

2. REVENUE REPORT—MONTH OF DECEMBER

3. ATTENDANCE REPORT—MONTH OF DECEMBER

4. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT— DECEMBER (Dated: 1/19/2021)
5. MCPS WEBSITE TRAFFIC REPORT FOR JANUARY — DECEMBER 2020
6. MCPS WEBSITE TRAFFIC REPORT YEARLY COMPARISON — 2009 – 2020
7. MCPS WEBSITE TRAFFIC REPORT DECEMBER COMPARISON BY YEARS – 2009 – 2020
8. MCBRC 2020 PURCHASING PERFORMANCE REPORT — 4TH QUARTER: OCTOBER – DECEMBER (Report Dated: January 19, 2021)
9. MCBRC 2020 ANNUAL PURCHASING PERFORMANCE REPORT: JANUARY 1, 2020 – DECEMBER 31, 2020 (Report Dated: January 19, 2021)

J. COUNTY COMMISSIONER’S REPORT:

K. PRESENTATION AND ITEMS FOR BOARD REVIEW:

1. Board Action Item #1 – Recommending acceptance of the written proposal of Banc3 Engineering, Inc., Princeton, NJ, as received on January 13, 2021, proposal dated January 8, 2021 for Providing Professional Surveying Services of Partial Boundary Survey, Holmdel Park, Block 20.01, Lot 6.01, Holmdel Township, New Jersey, ±1.380 Acres, Owned by County of Monmouth (Ref. #20-71 & PS #86-20) in an Amount Not To Exceed \$3,770.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate. (See Memo).
2. Board Action Item #2 – Authorizing Contract Amendment #1, to the Contract for Food Concession at Seven Presidents Oceanfront Park (Bid #0038-20), originally awarded by Resolution R-20-2-24=120 to A Taste of the Season, LLC, Union, NJ, for Two (2) Seasons for the Periods of 05/01/20 through 09/30/20 and 05/01/21 through 09/30/21, at an Annual Rate of \$70,000.00, and authorizing the Secretary-Director to send notice of Contract Amendment to The Star Ledger, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage. Contract Amendment #1 reduces the annual rate for One (1) Season for the Period 05/01/20 through 09/30/20 from \$70,000.00 to \$45,000.00 to account for the cancellation of day camps, cancellation of Long Branch July 4<sup>th</sup> fireworks, and materially reduced demand for concessions arising from public concern during COVID-19 global pandemic health crisis, for a new Total Amended Contract Amount of \$115,000.00. (See Memo).
3. Board Action Item #3 – Authorizing Contract Amendment #1, to the Contract for Furnishing of a Mobile Food Concession Vehicle at Dorbrook Recreation Area

(Bid #0040-19) originally awarded by Resolution R-19-5-6=203 to All Around Concessions, Brick, NJ for Two (2) Seasons for the Periods of 05/18/19 through 09/08/19, and 05/16/20 through 09/06/20, at an Annual Rate of \$11,101.00, and authorizing the Secretary-Director to send notice of Contract Amendment to The Star Ledger, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage. Contract Amendment #1 reduces the annual rate for One (1) Season for the Period 05/16/20 through 09/06/20 from \$11,101.00 to \$1,500.00 to account for the shortened season, capped visitation, and materially reduced demand for concessions arising from the COVID-19 global pandemic health crisis, for a new Total Amended Contract Amount of \$12,601.00. (See Memo).

4. Board Action Item #4 – Authorizing a Temporary Right-of-Entry Agreement between the Monmouth County Board of Recreation Commissioners and Robert Halas, Union Beach, NJ, granting permission to cross over Monmouth County Park System property, adjacent to the Henry Hudson Trail, also known as Block 130, Lot 21, Keyport Borough, NJ, to his property, also known as Block 130, Lot 24, Keyport Borough, NJ, for delivery of a dumpster beginning January 26, 2021 and concluding no later than March 2, 2021. (See Memo).
5. Board Action Item #5 as Added to the Agenda – Authorizing the Secretary-Director to prepare a Citation expressing the Board’s Appreciation for Services to Paul McCue, Senior County Park Manager, who started work with the Monmouth County Park System on January 10, 1977, and who will Retire effective February 1, 2021, with Forty-Four (44) years of service.
6. Board Action Item #6 as Added to the Agenda – Recommending acceptance of the written proposal of Stuart Appraisal Company, LLC, Freehold, NJ, as received on January 13, 2021, proposal dated January 4, 2021, for Providing Professional Appraisal Services of Block 155, Lot 1.01, Township of Howell, New Jersey, Improved Property, Owned by Mandara, ±4.0 Acres, Project: Additions to Manasquan River Greenway, Interest: Fee Simple (Ref. #20-68 & PS #87-20), in an Amount Not To Exceed \$1,495.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
7. Board Action Item #7 as Added to the Agenda – Recommending acceptance of the written proposal of Patjo Appraisal Company, Kendall Park, NJ, as received on January 13, 2021, proposal dated December 31, 2020, for Providing Professional Appraisal Services of Block 155, Lot 1.01, Township of Howell, New Jersey, Improved Property, Owned by Mandara, ±4.0 Acres, Project: Additions to Manasquan River Greenway, Interest: Fee Simple (Ref. #20-68 & PS #87-20), in an Amount Not To Exceed \$1,800.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
8. Board Action Item #8 as Added to the Agenda – Recommending award of contract to the lowest responsible bidder, as per bid proposal to Woodward Construction Company, Matawan, NJ, for Winter Run Activity Center Rehabilitation, Manasquan River Greenway, Howell, (Bid #0082-20), Item: Total Base Bid Price; in the Total Contract Amount of \$660,640.00.
9. Letter received from Mr. Rich Carroll, Tournament Director, The Shore Conference, dated January 11, 2021, on behalf of the Shore Conference of High School Boys Golf Tournament,

requesting the use of Charleston Springs Golf Course (South), to host their Annual Boys Golf Tournament on Wednesday, April 28, 2021, with a rain date of Thursday, April 29, 2021. Hosting the event would require blocking tee times on the South Course until 2:00 p.m. to the public. The number of participants is estimated to be around 90-100 golfers. The Tournament will have a shotgun start time of 9:00 a.m. The resident weekday junior fee of \$24 would be charged for each participant's practice round played prior to the Tournament. The Shore Conference would pay the Park System \$24 for each round played in the Tournament, which includes greens fees, range balls, and use of the Short Game Area.

10. Email request, dated January 3, 2021, from Jason Henning, Sectional Golf Director, New Jersey State Interscholastic Athletic Association (NJSIAA), Robbinsville, NJ, for Central & South Jersey Group IV State Golf Championship at Charleston Springs Golf Course (North) on Monday, May 10, 2021. Hosting the event would require blocking tee times on the North Course until 3:00 p.m., to the public. The number of participants is estimated to be 90-100 golfers. A shotgun start time of 10:00 a.m. The rain date would be Tuesday, May 11, 2021. A resident weekday junior fee of \$24 for each participant's practice round played prior to the tournament. The NJSIAA would pay the Park System \$24; the applicable resident weekday junior fee for each round played in the Tournament, which includes greens fees, range balls, and the use of the Short Game Area.
  
11. Status of Park Improvement Projects as of January 19, 2021.

#### **RESOLUTION OF CONSENT:**

At (blank) PM, the following **Resolution of Consent** was offered for adoption by (blank):

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 #1 through #4 for Board Action; and

WHEREAS, the Board also reviewed Agenda Items #5, 6, 7, 8 as added to the Agenda; 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 #1 through #8.

Resolution of Consent seconded by:

#### **ITEMS FOR BOARD ACTION:**

1. Resolution ACCEPTING the WRITTEN PROPOSAL of **BANC3 ENGINEERING, INC.**, Princeton, NJ, as received on January 13, 2021, proposal dated January 8, 2021, for

**PROVIDING PROFESSIONAL SURVEYING SERVICES OF PARTIAL BOUNDARY SURVEY, HOLMDEL PARK, BLOCK 20.01, LOT 6.01, HOLMDEL TOWNSHIP, NEW JERSEY, ±1.380 ACRES, OWNED BY COUNTY OF MONMOUTH (Ref. #20-71 & PS #86-20), in an Amount Not To Exceed \$3,770.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.**

2. Resolution **Authorizing CONTRACT AMENDMENT #1**, to the **CONTRACT for FOOD CONCESSION AT SEVEN PRESIDENTS OCEANFRONT PARK (Bid #0038-20)**, originally awarded by Resolution R-20-2-24=120 to **A TASTE OF THE SEASON, LLC**, Union, NJ, for Two (2) Seasons for the Periods of 05/01/20 through 09/30/20 and 05/01/21 through 09/30/21, at an Annual Rate of \$70,000.00, and authorizing the **SECRETARY-DIRECTOR** to **SEND NOTICE** of Contract Amendment to The Star Ledger, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage. **CONTRACT AMENDMENT #1** reduces the annual rate for One (1) Season for the Period 05/01/20 through 09/30/20 **FROM \$70,000.00 TO \$45,000.00** to account for the cancellation of day camps, cancellation of Long Branch July 4<sup>th</sup> fireworks, and materially reduced demand for concessions arising from public concern during COVID-19 global pandemic health crisis, for a **NEW TOTAL AMENDED CONTRACT AMOUNT OF \$115,000.00**.
3. Resolution **Authorizing CONTRACT AMENDMENT #1**, to the **CONTRACT for FURNISHING OF A MOBILE FOOD CONCESSION VEHICLE AT DORBROOK RECREATION AREA (Bid #0040-19)** originally awarded by Resolution R-19-5-6=203 to **ALL AROUND CONCESSIONS**, Brick, NJ for Two (2) Seasons for the Periods of 05/18/19 through 09/08/19, and 05/16/20 through 09/06/20, at an Annual Rate of \$11,101.00, and authorizing the **SECRETARY-DIRECTOR** to **SEND NOTICE** of Contract Amendment to The Star Ledger, a newspaper circulated in the County of Monmouth, as required by law, within twenty (20) days of its passage. **CONTRACT AMENDMENT #1** reduces the annual rate for One (1) Season for the Period 05/16/20 through 09/06/20 **FROM \$11,101.00 TO \$1,500.00** to account for the shortened season, capped visitation, and materially reduced demand for concessions arising from the COVID-19 global pandemic health crisis, for a **NEW TOTAL AMENDED CONTRACT AMOUNT OF \$12,601.00**.
4. Resolution **AUTHORIZING a TEMPORARY RIGHT-OF-ENTRY AGREEMENT** between the **MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS** and **ROBERT HALAS**, Union Beach, NJ, granting permission to cross over Monmouth County Park System property, adjacent to the Henry Hudson Trail also known as Block 130, Lot 21, Keyport Borough, NJ, to his property, also known as Block 130, Lot 24, Keyport Borough, NJ, for delivery of a dumpster beginning January 26, 2021 and concluding no later than March 2, 2021.
5. Resolution **AUTHORIZING the SECRETARY-DIRECTOR** to prepare a **CITATION** expressing the **BOARD'S APPRECIATION FOR SERVICES** to **PAUL MCCUE**, Senior County Park Manager, who started work with the Monmouth County Park System on **JANUARY 10, 1977**, and who will **RETIRE** effective **FEBRUARY 1, 2021**, with Forty-four (44) years of service.

6. Resolution **ACCEPTING the WRITTEN PROPOSAL of STUART APPRAISAL COMPANY, LLC**, Freehold, NJ, as received on January 13, 2021, proposal dated January 4, 2021, for **PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 155, LOT 1.01, TOWNSHIP OF HOWELL, NEW JERSEY, IMPROVED PROPERTY, OWNED BY MANDARA, ±4.0 ACRES, PROJECT: ADDITIONS TO MANASQUAN RIVER GREENWAY, INTEREST: FEE SIMPLE (Ref. #20-68 & PS #87-20)**, in an Amount Not To Exceed **\$1,495.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
  
7. Resolution **ACCEPTING the WRITTEN PROPOSAL of PATJO APPRAISAL COMPANY**, Kendall Park, NJ, as received on January 13, 2021, proposal dated December 31, 2020, for **PROVIDING PROFESSIONAL APPRAISAL SERVICES OF BLOCK 155, LOT 1.01, TOWNSHIP OF HOWELL, NEW JERSEY, IMPROVED PROPERTY, OWNED BY MANDARA, ±4.0 ACRES, PROJECT: ADDITIONS TO MANASQUAN RIVER GREENWAY, INTEREST: FEE SIMPLE (Ref. #20-68 & PS #87-20)**, in an Amount Not To Exceed **\$1,800.00**, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
  
8. Resolution **AWARDING CONTRACT** to the lowest responsible bidder, as per bid proposal to **WOODWARD CONSTRUCTION COMPANY**, Matawan, NJ, for **WINTER RUN ACTIVITY CENTER REHABILITATION, MANASQUAN RIVER GREENWAY, HOWELL, NJ (Bid #0082-20)**, ITEM: Total Base Bid Price; in the Total Contract Amount of **\$660,640.00**.

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

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

1. Appraisal Services, Block 111, Lots 3 & 9, Marlboro Township, ±2.77 Acres, Property Owned by Anjit and Jaidev Anand, for Additions to Freneau Woods Parks (Ref. #21-02) *(FAIR & OPEN—OVER \$17,500.00)*

**DATES TO REMEMBER:**

1. **MONDAY EVENING, FEBRUARY 8, 2021** – 7:00 PM. **Regular Board Meeting.** Remote teleconference.
  
2. **MONDAY EVENING, FEBRUARY 22, 2021** – 7:00 PM. **Regular Board Meeting.** Remote teleconference.
  
3. **MONDAY EVENING, MARCH 8, 2021** – 7:00 PM. **Regular Board Meeting.** Remote teleconference.

4. **MONDAY EVENING, MARCH 22, 2021** – 7:00 PM. **Regular Board Meeting.** Remote teleconference.

**ITEMS FOR THE GOOD OF THE ORDER:**

Resolution scheduling an **Executive Session Meeting** to be held during the Board's regularly scheduled meeting of **February 8, 2021**, at **7 PM**, by **remote teleconference** for the purpose of discussing **Personnel Matters, Land Acquisition Matters, being additions to county park lands;** and **Attorney Client Privilege Information**, and authorizing the Secretary-Director to post and send notice of said meeting to the County Clerk and two (2) newspapers as designated by the Board, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975.

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