

**PRESENT:**

**ABSENT:**

**ALSO PRESENT:**

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**A G E N D A**

Tentative: 07/09/14

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:**

**REGULAR MEETING: MONDAY, JULY 14, 2014– 7:00 PM**

**THOMPSON PARK VISITOR CENTER, "BEECH ROOM",  
1<sup>ST</sup> FLOOR, 805 NEWMAN SPRINGS RD, LINCROFT, NJ**

A. Roll Call \_\_\_\_\_ PM – By \_\_\_\_\_

B. Statement of Adequate Public Notice – Read by \_\_\_\_\_

*Salute to the flag and the Pledge of Allegiance followed by a moment of silence.*

C. Approval of MINUTES—REGULAR MEETING: MONDAY, JUNE 23, 2014  
(Excused: Commissioners Peters, Hennessy, Horsnall and Hood)

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D. Approval of EXECUTIVE SESSION MINUTES-LAND ACQUISITION MATTERS:  
MONDAY, JUNE 23, 2014 (Excused: Commissioners Peters, Hennessy, Horsnall and Hood))

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E. Approval of 2013 VOUCHER LIST

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F. Approval of 2014 VOUCHER LIST

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G. SECRETARY—DIRECTOR’S REPORTS:

1. GOLF REPORT – MIKE JANOSKI

2. PARKS REPORT – TOM FOBES

3. VISITOR SERVICES REPORT – PATTI CONROY

4. BUDGET REPORTS

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5. REVENUE REPORT—MONTH OF JUNE (Dated: 6/30/14)

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6. ATTENDANCE REPORT—MONTH OF JUNE (Dated: 6/30/14)

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7. HUMAN RESOURCES TRAINING & SAFETY MONTHLY REPORT—JUNE 2014  
(Dated: 7/8/2014)

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8. MCPS TRAINING REQUESTS AS OF JULY 8, 2014

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9. MCBRC 2014 PURCHASING PERFORMANCE REPORT—SECOND QUARTER:  
APRIL 1, 2014 – JUNE 30, 2014 (Report Date: July 1, 2014)

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10. MCPS WEBSITE TRAFFIC REPORT—JUNE

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H. BOARD CORRESPONDENCE RECEIVED:

1. Letter from Danielle Price, Accreditation Manager, Commission for Accreditation of Park and Recreation Agencies, dated July 2, 2014, stating the Commission will review the Park System's accreditation materials at their October meeting in Charlotte, NC.

I. Motion to OPEN the HEARING OF THE PUBLIC. (Time: \_\_\_\_\_PM)

*(Presentations are limited to three (3) minutes per person.)*

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J. Motion to CLOSE the HEARING OF THE PUBLIC. (Time: \_\_\_\_\_PM)

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K. PRESENTATION:

“40<sup>th</sup> Annual Monmouth County Fair being held July 23-27, 2014”  
by Helen Fiore, Office Services Manager

L. FREEHOLDER'S REPORT:

M. ITEMS FOR BOARD REVIEW:

1. Board Action Items #1 & #2

- Recommending Change Order #1, in the amount of \$1,076.00 to Whirl Corporation, Inc., for Playground Repairs at Various Parks (Bid #0067-13). *(Board Action Item #1)*
- Recommending Change Order #1, in the amount of minus (-)\$5,445.56 to Masonry Preservation Group, Inc., for Concrete Restoration at Battery Lewis, Hartshorne Woods Park (Bid #0052-12). *(Board Action Item #2).*

2. Board Action Item #3 –Rescinding Administrative Procedures for the Use of Two Monmouth County Park System Golf Courses for the New Jersey Senior Citizen Inter-County Golf Match Play Program, as adopted by Board Resolution #R-11-3-14=150 on March 14, 2011.
3. Board Action Item #4 – Recommending the Donation of one (1) historic fire hydrant manufactured in 1895 by the Rensselaer Mfg. Co., named “The Corey” to the New Jersey Fire Museum.
4. Board Action Item #5 – Proposed Bel-Aire Golf Course Fees and Charges (inclusion of Footgolf).
5. Board Action Item #6 – Proposed Miscellaneous Golf Course Fees and Charges (inclusion of Footgolf Soccer Ball Rental at Bel-Aire Golf Course).
6. Board Action Item #7 – Recommending the Entering Into a Temporary Electrical Use Agreement with Slope Brook Farm, Inc., Colts Neck, NJ, for the Reimbursement of Electrical Services, Field #3, Hominy Hill Golf Course, for the Period of July 15, 2014 through October 31, 2014, inclusive.
7. Board Action Items #8, #9 & #10
  - Recommending Change Order #1 in the amount of \$6,000.00 to Campus Coordinates, for Furnishing and Delivery of Screen Printed Tee Shirts, Sweatshirts & Sweatpants (Bid #0011-14). (*Board Action Item #8*)
  - Recommending Change Order #1 in the amount of \$7,450.00 to Shorelands Construction, Inc., for Henry Hudson Trail Bridge Replacement East Creek, Union Beach (Bid #0070-13). (*Board Action Item #9*)
  - Recommending Change Order #1 in the amount of \$14,062.06 to Precision Building & Construction, LLC, for Restoration of Main House & Carriage House at Portland Place, Hartshorne Woods Park–Phase 1 (Bid #0055-13). (*Board Action Item #10*)
8. Status of Funded Projects as of July 8, 2014.

**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 #1 through #10 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 CHANGE ORDER #1, in the amount of \$1,076.00 for 538 sq. ft. of surfacing sealing at Shark River Park playground, and to extend the contract completion date to May 30, 2014, to WHIRL CORPORATION, INC., Port Monmouth, NJ, for PLAYGROUND REPAIRS AT VARIOUS PARKS (Bid #0067-13), ITEMS: #1-11 (Total Base Bid Price); as originally awarded by Resolution #R-13-12-2=395 in the Contract Amount of \$79,430.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$80,506.00.

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2. Resolution Authorizing CHANGE ORDER #1, in the amount of minus (-)\$5,445.56 for repair of concrete up to 7" deep using shotcrete in the amount of \$23,940.00, repair and replacement of I-beams in the amount of \$28,400.00, and reduction in contract due to actual quantities repaired being less than contract in the amount of minus (-) \$57,785.56, to MASONRY PRESERVATION GROUP, INC., Merchantville, NJ, for CONCRETE RESTORATION AT BATTERY LEWIS, HARTSHORNE WOODS PARK (Bid #0052-12), ITEMS: Total Base Bid Price; as originally awarded by Resolution #R-13-1-7=29 in the Contract Amount of \$250,715.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$245,269.44.

\_\_\_\_\_

3. Resolution Rescinding ADMINISTRATIVE PROCEDURES FOR THE USE OF TWO MONMOUTH COUNTY PARK SYSTEM GOLF COURSES FOR THE NEW JERSEY SENIOR CITIZEN INTER-COUNTY GOLF MATCH PLAY PROGRAM, as adopted by Board Resolution #R-11-3-14=150, on March 14, 2011.

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4. Resolution AUTHORIZING the DONATION of ONE (1) HISTORIC FIRE HYDRANT manufactured by the Rensselaer Mfg. Co., in 1895, named "The Corey" to the NEW JERSEY FIRE MUSEUM.  

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5. Resolution ADOPTING BEL-AIRE GOLF COURSE FEES AND CHARGES, to include Footgolf, and further RESCINDING Resolution #R-14-2-10=108 as previously adopted by the Board.  

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6. Resolution ADOPTING MISCELLANEOUS GOLF COURSE FEES AND CHARGES, to include Footgolf Soccer Ball Rental at Bel-Aire Golf Course, and further RESCINDING Resolution #R-14-2-10=114 as previously adopted by the Board.  

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7. Resolution AUTHORIZING the CHAIRMAN and SECRETARY-DIRECTOR of the BOARD to ENTER INTO a TEMPORARY ELECTRICAL USE AGREEMENT with SLOPE BROOK FARM, INC., Colts Neck, NJ, for the REIMBURSEMENT OF ELECTRICAL SERVICES, FIELD #3, HOMINY HILL GOLF COURSE, for the Period of July 15, 2014 through October 31, 2014, inclusive, as per the terms and conditions of the temporary electrical use agreement.  

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8. Resolution Authorizing CHANGE ORDER #1, in the amount of \$6,000.00 increasing existing contract by twenty percent (20%) as allowed by law, for upcoming events and programs, to CAMPUS COORDINATES, Freehold, NJ, for FURNISHING AND DELIVERY OF SCREEN PRINTED TEE SHIRTS, SWEATSHIRTS & SWEATPANTS (Bid #0011-14), ITEMS: #1-9, 2014 Supply Contract for the Period of 01/22/14 through 12/31/14, with the Board of Recreation Commissioners reserving the option to extend the contract for an additional One (1) Year Period (2015), under the same terms and conditions as per bid specification; as originally awarded by Resolution #R-14-1-22=57 in the Estimated Total Contract Amount of \$30,000.00, for a NEW ESTIMATED TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$36,000.00.  

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9. Resolution Authorizing CHANGE ORDER #1, in the amount of \$7,450.00 due to unanticipated site conditions causing minor field adjustments resulting in an increase in quantities of asphalt overlay on eastern grade (\$5,200.00), 3.0 C.Y. ¾" clean stone base (\$450.00), and 4.0 C.Y. cast-in-place concrete (\$1,800.00), to SHORELANDS CONSTRUCTION, INC., Monmouth Beach, NJ, for HENRY HUDSON TRAIL BRIDGE REPLACEMENT EAST CREEK, UNION BEACH (Bid #0070-13), ITEMS: #1-10 (Total Base Bid Price); as originally awarded by Resolution #R-13-12-16=425 in the Contract Amount of \$90,953.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$98,403.00.  

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10. Resolution Authorizing CHANGE ORDER #1, in the amount of \$14,062.06 extending contract completion date by forty-two (42) days from July 19, 2014 to August 30, 2014 (\$0.00), additional work (\$28,837.06), and credits (minus -\$14,775.00), to PRECISION BUILDING & CONSTRUCTION, LLC, Bridgewater, NJ, for RESTORATION OF MAIN HOUSE & CARRIAGE HOUSE AT PORTLAND PLACE, HARTSHORNE WOODS PARK—PHASE 1 (Bid #0055-13), ITEMS: Base Bid Price @\$1,435,078.00, minus (-) \$60,000.00 for the deduction of the Carriage House Roof and any and all work related to the second floor framing and roofing, as negotiated with contractor and mutually agreed to on August 22, 2013; as originally awarded by Resolution #R-13-9-23=315 in the Contract Amount of \$1,375,078.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$1,389,140.06.
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**MOTION AUTHORIZING ADVERTISING OF THE FOLLOWING BIDS:**

1. Furnishing, Delivery, and Installation of an Integrated Electronic Telecommunications Computerized Automated Golf Tee Time Reservation, Information, Scheduling, Photo Identification, and Point of Sale Service System
  2. Golf Center Alterations at Bel-Aire Golf Course
  3. Dock Replacement at Turkey Swamp Park
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**MOTION AUTHORIZING SOLICITING OF THE FOLLOWING PROFESSIONAL/SPECIALIZED SERVICES:**

1. Two (2) Appraisals, Block 156, Lot 7.03, Howell Township, NJ, Owner: Tolska,  $\pm 2.65$  Acres, Improved, for Additions to Manasquan River Greenway (Ref. #14-31) (*FAIR & OPEN*)
  2. Two (2) Appraisals, Block 20, Lot 7, Upper Freehold Township, NJ,  $\pm 1.0$  Acre, Improved, Owner: Scully, for Additions to Clayton Park (Ref. #14-32) (*FAIR & OPEN*)
  3. Two (2) Appraisals, Block 14, Lot 4.04, Millstone Township, NJ, Owner: Kunzler, for Additions to Perrineville Lake Park (Ref. #14-34) (*FAIR & OPEN*)
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**DATES TO REMEMBER:**

1. **MONDAY EVENING, JULY 14, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
2. **WEDS. THROUGH SUNDAY, JULY 23-27, 2014** - 40<sup>th</sup> Annual Monmouth County Fair. East Freehold Showgrounds, 1500 Kozloski Rd, Freehold, NJ. (*Hours: Weds.-Sat. 5 PM to 11 PM; Sunday 11 AM to 6 PM*).
3. **MONDAY EVENING, AUGUST 11, 2014** - 7 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 25, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
5. **MONDAY EVENING, SEPTEMBER 8, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
6. **MONDAY EVENING, SEPTEMBER 22, 2014** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.

Statement of Adequate Public Notice – Read by \_\_\_\_\_

“Statement of Adequate Public Notice of Executive Session Meeting in compliance with the ‘Open Public Meetings Act’, Laws of the State of NJ, Chapter 231, P.L. 1975. Notice of meeting has been posted, and the County Clerk and two (2) newspapers as designated by the Board have been noticed, including date, time and place, as adopted by the Commission at their regular meeting of June 23, 2014, as required under the Open Public Meetings Act, Chapter 231, P.L. 1975.”

At \_\_\_\_\_ PM, the following Resolution was introduced by \_\_\_\_\_, seconded by \_\_\_\_\_, to move into EXECUTIVE SESSION for the purpose of discussing LAND ACQUISITION MATTERS, being additions to county park lands:

WHEREAS, the Open Public Meetings Act provides that the Monmouth County Board of Recreation Commissioners may recess into Executive Session pursuant to the Notice as set forth in the Agenda and the Statement of Public Notice as referred to therein for the purposes as set forth therein including the purposes of discussing “land acquisition matters”; and

WHEREAS, the Board of Recreation Commissioners, pursuant to the Open Public Meetings Act, may recess into Executive Session to discuss matters involving the Attorney/Client Privilege and matters involving negotiations and real estate matters and procedures related thereto as may relate to a Hearing held pursuant to Resolutions as adopted by the Board of Chosen Freeholders and the Board of Recreation Commissioners.

NOW THEREFORE, BE IT RESOLVED that the Monmouth County Board of Recreation Commissioners does hereby recess into Executive Session to discuss the aforementioned subject matters and the Minutes of the same may be disclosed at such time in the future as the Board of Recreation Commissioners may, in its discretion, determine according to law.

Motion to RECONVENE the REGULAR MEETING. (Time: \_\_\_\_\_ PM)

\_\_\_\_\_

NOTE: Minutes of the Executive Session to discuss Land Acquisition Matters being additions to county park lands, will be available to the public in ninety (90) days or upon completion of acquisition or potential litigation.

**ITEM(S) FOR BOARD ACTION FOLLOWING THE EXECUTIVE SESSION:**

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

Resolution scheduling an **Executive Session Meeting** to be held during the Board's regularly scheduled meeting of **Monday Evening, August 11, 2014, at 7 PM**, in the **"Beech Room"** of the **Thompson Park Visitor Center, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ**, for the purpose of discussing **Personnel Matters, Land Acquisition Matters, being additions to county park lands; and Potential Litigation**, 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.

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Motion to ADJOURN the Regular Meeting of the Monmouth County Board of Recreation Commissioners.  
(Time: \_\_\_\_\_PM)

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