

**PRESENT:**

**ABSENT:**

**ALSO PRESENT:**

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**A G E N D A**

Tentative: 06/03/15

**MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS:**

**REGULAR MEETING: MONDAY, JUNE 8, 2015– 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: TUESDAY, MAY 26, 2015.  
(Excused: Commissioner Butch)

\_\_\_\_\_

D. Approval of EXECUTIVE SESSION MINUTES: TUESDAY, MAY 26, 2015.  
(Excused: Commissioner Butch)

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E. Approval of 2014 VOUCHER LIST

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F. Approval of 2015 VOUCHER LIST

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G. SECRETARY—DIRECTOR’S REPORT:

H. BOARD CORRESPONDENCE RECEIVED:

1. Borough of Union Beach Resolution No. 2015-103, as adopted on May 21, 2015, which endorses the acquisition of Stone Road Meadows by the County of Monmouth or by the County Park System, and urges that the property be preserved as open space or developed for recreational purposes.

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. FREEHOLDER’S REPORT:

L. ITEMS FOR BOARD REVIEW:

1. Update—Fisherman’s Cove Conservation Area – Hours When Dogs/Pets Are Allowed On The Beach.
  
2. Board Action Item #1 – Declaring the Month of July 2015 as “Parks & Recreation Month”, and recommending to the Monmouth County Board of Chosen Freeholders that the Board of Chosen Freeholders Declare the Month of July 2015 as “Parks and Recreation Month” in the County of Monmouth.
  
3. Board Action Item #2 – Recommending Acceptance of the 2014/2015 Deer Management Program Annual Report Dated May 15, 2015, and Approval of the Recommendations for the Deer Management Program for the 2015/2016 Season.
  
4. Board Action Item #3 – Recommending Authorization of Change Order #1, in the amount of \$7,867.95 for contract additions and deletions, to MTB, LLC, Neptune City, NJ, for Bel-Aire Golf Course Maintenance Garage Building #3006 Roof Reconstruction (Bid #0058-14), Items: Total Base Bid Price; as originally awarded by Resolution #R-14-12-1=439 in the Contract Amount of \$147,300.00, for a New Total Change Order #1 Contract Amount of \$155,167.95.
  
5. Board Action Item #4 – Recommending Award of Contract to EastGate Construction Co., Inc., Ocean, NJ, for Furnishing of Various Roofing, Flashing and Associated Repairs (Bid #0053-15), Items: #1-9 (2015 Service Contract for the Period of 06/08/15 through 12/31/15), with the Board of Recreation Commissioners reserving the option to extend the contract for an additional one (1) year period (2016), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$17,000.00.
  
6. Board Action Item #5 – Recommending Award of Contract to the highest responsible bidder, as per bid proposal to Links Hospitality, LLC, Brick, NJ, for Food and Beverage Concession at Charleston Springs Golf Course (Bid #0055-15), Item: Proposal 1, Food and Beverage Concession at Charleston Springs Golf Course; Concessionaire agrees to pay the Monmouth County Park System the Annual Sum of \$8,000.00 for Year 1 (Period of 06/08/15 through 12/31/15), for the privilege of operating the Food Concession, Snack Bar Facility and Two (2) Mobile Food and Beverage Concession Carts, with the Board of Recreation Commissioners reserving the option to extend the contract for two (2) additional one (1) year periods, under the same terms and conditions as per bid specifications; in the Annual Sum of \$10,000.00 for Year 2 (Period of 03/11/16 through 12/31/16), and in the Annual Sum of \$15,000.00 for Year 3 (Period of 03/11/17 through 12/31/17).

7. Board Action Item #6 – Recommending acceptance of the written proposal of PATJO Appraisal Services, Inc., Kendall Park, NJ, for Providing Professional Appraisal Services for Block 109, Lot 24, Township of Howell, New Jersey, ±15.74 Acres, Owner: McCracken, Project: Additions to Metedeconk River Greenway, Interest: Fee Simple (Ref. #15-09 & PS #25-15), in an Amount Not To Exceed \$2,500.00, 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 #7 – Recommending acceptance of the written proposal of DRD Appraisal, LLC dba Stuart Appraisal Company, Freehold, NJ, for Providing Professional Appraisal Services for Block 109, Lot 24, Township of Howell, New Jersey, ±15.74 Acres, Owner: McCracken, Project: Additions to Metedeconk River Greenway, Interest: Fee Simple (Ref. #15-09 & PS #25-15), in an Amount Not To Exceed \$2,650.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
  
9. Board Action Item #8 – Authorizing the Chairman and Secretary-Director of the Board to Enter Into a Temporary Right of Entry Agreement between the Monmouth County Board of Recreation Commissioners, on behalf of the County of Monmouth, and the State of New Jersey, Department of Environmental Protection, Division of Water Supply and Geoscience, Geological and Water Survey, to Conduct Groundwater Investigation Activities in the vicinity of Block 20, Lot 27.01, Upper Freehold Township, being a part of Clayton Park, to Install One (1) Monitoring Well, as per the temporary right of entry agreement.
  
10. Board Action Item #9 – Recommending Award of Contract to Jamali Developers, LLC, Monroe Township, NJ, for Restroom Building 201 Interior Reconstruction at Holmdel Park (Bid #0051-15), Item: #1, Base Bid; in the Total Contract Amount of \$216,000.00.
  
11. Status of Funded Projects as of May 28, 2015.

**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 #9 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 2015 as "PARKS AND RECREATION MONTH", and RECOMMENDING to the MONMOUTH COUNTY BOARD OF CHOSEN FREEHOLDERS that the BOARD OF CHOSEN FREEHOLDERS DECLARE the MONTH OF JULY 2015 as "PARKS AND RECREATION MONTH" in the COUNTY OF MONMOUTH.

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2. Resolution ACCEPTING the 2014/2015 DEER MANAGEMENT PROGRAM ANNUAL REPORT DATED MAY 15, 2015, and APPROVING the RECOMMENDATIONS FOR THE DEER MANAGEMENT PROGRAM FOR THE 2015/2016 SEASON.

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3. Resolution Authorizing CHANGE ORDER #1, in the amount of \$7,867.95 for contract additions and deletions, to MTB, LLC, Neptune City, NJ, for BEL-AIRE GOLF COURSE MAINTENANCE GARAGE BUILDING #3006 ROOF RECONSTRUCTION (Bid #0058-14), ITEMS: Total Base Bid Price; as originally awarded by Resolution #R-14-12-1=439 in the Contract Amount of \$147,300.00, for a NEW TOTAL CHANGE ORDER #1 CONTRACT AMOUNT OF \$155,167.95.

\_\_\_\_\_

4. Resolution AWARDED CONTRACT to the lowest responsible bidder, as per bid proposal to EASTGATE CONSTRUCTION CO., INC., Ocean, NJ, for FURNISHING OF VARIOUS ROOFING, FLASHING AND ASSOCIATED REPAIRS (Bid #0053-15), ITEMS: #1-9 (2015 Service Contract for the Period of 06/08/15 through 12/31/15), with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT for an ADDITIONAL ONE (1) YEAR PERIOD (2016), under the same terms and conditions, as per bid specification; in the Estimated Total Contract Amount of \$17,000.00.

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5. Resolution AWARDING CONTRACT to the highest responsible bidder, as per bid proposal to LINKS HOSPITALITY, LLC, Brick, NJ, for FOOD AND BEVERAGE CONCESSION AT CHARLESTON SPRINGS GOLF COURSE (Bid #0055-15), ITEM: Proposal 1, Food and Beverage Concession at Charleston Springs Golf Course; Concessionaire agrees to pay the Monmouth County Park System the Annual Sum of \$8,000.00 for Year 1 (Period of 06/08/15 through 12/31/15), for the privilege of operating the Food Concession, Snack Bar Facility and Two (2) Mobile Food and Beverage Concession Carts, with the Board of Recreation Commissioners RESERVING the OPTION TO EXTEND the CONTRACT for TWO (2) ADDITIONAL ONE (1) YEAR PERIODS, under the same terms and conditions as per bid specifications; in the Annual Sum of \$10,000.00 for Year 2 (Period of 03/11/16 through 12/31/16), and in the Annual Sum of \$15,000.00 for Year 3 (Period of 03/11/17 through 12/31/17).
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6. Resolution ACCEPTING the WRITTEN PROPOSAL of PATJO APPRAISAL SERVICES, INC., Kendall Park, NJ, as received on May 28, 2015, proposal dated May 28, 2015, for PROVIDING PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 109, LOT 24, TOWNSHIP OF HOWELL, NEW JERSEY,  $\pm 15.74$  ACRES, OWNER: MC CRACKEN, PROJECT: ADDITIONS TO METEDECONK RIVER GREENWAY, INTEREST: FEE SIMPLE (Ref. #15-09 & PS #25-15), in an Amount Not To Exceed \$2,500.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
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7. Resolution ACCEPTING the WRITTEN PROPOSAL of DRD APPRAISAL, LLC dba STUART APPRAISAL COMPANY, Freehold, NJ, as received on May 28, 2015, proposal dated May 18, 2015, for PROVIDING PROFESSIONAL APPRAISAL SERVICES FOR BLOCK 109, LOT 24, TOWNSHIP OF HOWELL, NEW JERSEY,  $\pm 15.74$  ACRES, OWNER: MC CRACKEN, PROJECT: ADDITIONS TO METEDECONK RIVER GREENWAY, INTEREST: FEE SIMPLE (Ref. #15-09 & PS #25-15), in an Amount Not To Exceed \$2,650.00, as solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 or 20.5 as appropriate.
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8. Resolution AUTHORIZING the CHAIRMAN and SECRETARY-DIRECTOR OF THE BOARD to ENTER INTO A TEMPORARY RIGHT OF ENTRY AGREEMENT between the MONMOUTH COUNTY BOARD OF RECREATION COMMISSIONERS, on behalf of the COUNTY OF MONMOUTH, and the STATE OF NEW JERSEY, DEPARTMENT OF ENVIRONMENTAL PROTECTION, DIVISION OF WATER SUPPLY AND GEOSCIENCE, GEOLOGICAL AND WATER SURVEY, to CONDUCT GROUNDWATER INVESTIGATION ACTIVITIES in the vicinity of BLOCK 20, LOT 27.01, Upper Freehold Township, being a part of CLAYTON PARK, to INSTALL ONE (1) MONITORING WELL, as per the temporary right of entry agreement.
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9. Resolution AWARDING CONTRACT to the lowest responsible bidder, as per bid proposal to JAMALI DEVELOPERS, LLC, Monroe Township, NJ, for RESTROOM BUILDING 201 INTERIOR RECONSTRUCTION AT HOLMDEL PARK (Bid #0051-15), ITEM: #1, Base Bid; in the Total Contract Amount of \$216,000.00.

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

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

1. Preliminary Assessment Site/Investigation Environmental Services, Block 34, Lot 29.01, Upper Freehold Township, ±3.360 Acres, Improved, Owner: Sculthorpe, for Additions to Crosswicks Creek Park (Ref. #15-24) (FAIR & OPEN)
2. Surveying Services, Block 34, Lot 29.01, Upper Freehold Township, ±3.360 Acres, Improved, Owner: Sculthorpe, for Additions to Crosswicks Creek Park (Ref. #15-25) (FAIR & OPEN)
3. Preliminary Assessment Site/Investigation Environmental Services of Block 147, Lot 7 (P/O), Tinton Falls Borough, ±0.401 Acres, Unimproved, Owner: County of Monmouth, for Bridge W-38 Minor Disposal of Parkland, Shark River Park (Ref. #15-26) (FAIR & OPEN)

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**DATES TO REMEMBER:**

1. **SATURDAY, JUNE 6, 2015** – 9 AM TO 3 PM. **Special People United To Ride (SPUR) 2<sup>nd</sup> Annual Horse Show.** “Sunnyside Equestrian Center”, Sunnyside Recreation Area, Middletown, NJ.
2. **SUNDAY, JUNE 7, 2015** – 10 AM TO 3 PM. **Deep Cut Gardens Open House.** Deep Cut Gardens, 152 Red Hill Road, Middletown, NJ.
3. **MONDAY EVENING, JUNE 8, 2015** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
4. **FRIDAY, JUNE 12, 2015** – 4 PM UNTIL 6 PM. **Coastal Activity Center (CAC)/ Urban Recreation Program Barbeque** for CAC Participants and Immediate Families. Location: Coastal Activity Center (Salvation Army Building), 605 Asbury Ave., Asbury Park, NJ.
5. **SUNDAY, JUNE 14, 2015** – 11 AM TO 2 PM. **Friends of the Parks Battery Lewis Family Picnic,** Hartshorne Woods Park, Portland Road, Highlands, NJ. A patriotic Flag Day Picnic celebrating the newly moved WWII gun barrel. Suggested donation is \$2.00 per person and \$5.00 per family.
6. **SATURDAY, JUNE 20, 2015** – 9 AM TO 1 PM. **Eco-Elephant Family Flea Market.** Dorbrook Recreation Area, 209 County Route 537 East, Colts Neck, NJ.
7. **MONDAY EVENING, JUNE 22, 2015** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, “Beech Room”, 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.

8. **MONDAY EVENING, JULY 13, 2015** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
9. **WEDNESDAY THROUGH SUNDAY, JULY 22-26, 2015** – **41<sup>st</sup> Annual Monmouth County Fair.** East Freehold Showgrounds, 1500 Kozloski Rd, Freehold, NJ. (*Hours: Weds.–Friday 5 PM to 11 PM; Saturday 3 PM to 11 PM; and Sunday 11 AM to 6 PM*).
10. **SATURDAY, AUGUST 8, 2015** - 1 PM TO 5 PM. **Dorbrook Day.** *Celebrating Dorbrook Recreation Areas' 30<sup>th</sup> Anniversary.* Dorbrook Recreation Area, 209 County Route 537 East, Colts Neck, NJ.
11. **MONDAY EVENING, AUGUST 10, 2015** - 7 PM. **Regular Board Meeting.** Thompson Park Visitor Center, "Beech Room", 1<sup>st</sup> Floor, 805 Newman Springs Road, Lincroft, NJ.
12. **SATURDAY, AUGUST 15, 2015** - 1 PM TO 4 PM. **Sweet Corn Festival.** Historic Walnford, Upper Freehold, NJ.
13. **SATURDAY, AUGUST 22, 2015** - 9 PM TO 1 PM. **Eco-Elephant Family Flea Market.** Dorbrook Recreation Area, 209 County Route 537 East, Colts Neck, NJ.
14. **MONDAY EVENING, AUGUST 24, 2015** - 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 May 26, 2015, 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)

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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 **June 22, 2015**, 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 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.

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

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