

**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS  
COUNTY OF ESSEX**

**RESOLUTION NO.** \_\_\_\_\_ **AUTHORITY FOR RESOLUTION:** N.J.S.A. 40:41A-38(n)

**PROPOSED BY:** COUNTY EXECUTIVE **AUTHORITY FOR ACTION:** N.J.S.A. 40:41A-36(i)

**SUBJECT:**

**DEPARTMENT OF PARKS, RECREATION AND CULTURAL AFFAIRS – RESOLUTION  
AUTHORIZING THE RELEASE AND ACCEPTANCE OF THE ALLOCATION OF FUNDS FROM THE  
ESSEX COUNTY RECREATION AND OPEN SPACE TRUST FUND FOR ADDITIONAL PARK  
MAINTENANCE STAFFING FOR YEAR 2023 – AMOUNT NOT TO EXCEED \$1,053,830.00**

**WHEREAS**, the County by Ordinance No.O-1998-00034 established a County Recreation & Open Space Trust Fund, pursuant to the provisions of Public Law 1997 Chapter 24, allowing funds from said Trust Fund to be used to supplement the departmental budget for maintenance, restoration and development of Essex County Parks; and

**WHEREAS**, at a meeting of the Essex County Recreation and Open Space Advisory Board held on January 26, 2023 it was unanimously voted to fund additional maintenance worker positions in the amount not to exceed \$1,053,830.00 during 2023; and

**WHEREAS**, the County Executive has proposed to allocate from the Trust Fund an amount not to exceed \$1,053,830.00 to be utilized by the Essex County Department of Parks Recreation & Cultural Affairs for calendar year 2023 to fund additional maintenance worker positions for the purpose of maintaining the Essex County Parks System; now, therefore, be it

**RESOLVED**, by the Essex County Board of County Commissioners as follows:

1. That a total sum not to exceed \$1,053,830.00 be allocated from the Essex County Recreation and Open Space Trust Fund for utilization by the Essex County Department of Parks Recreation and Cultural Affairs for the year 2023 fund additional maintenance worker positions for the purpose of maintaining the Essex County Parks System.
2. That the Clerk of the Board of County Commissioners forward one (1) certified copy of this resolution upon its adoption to Robert Jackson, County Administrator, Jerome St. John, County Counsel, Daniel Salvante, Director, Department of Parks Recreation and Cultural Affairs, Ehab Salama, Chief Financial Officer.

Approved as to form and legality \_\_\_\_\_ Date 1/24/23  
ESSEX COUNTY COUNSEL

RECORD OF VOTE (X=Vote N.V.=Abstention ABS=Absent)

Moved by Commissioner \_\_\_\_\_  
Second by Commissioner \_\_\_\_\_

Commissioner	Yes	No	N.V.	ABS	Commissioner	Yes	No	N.V.	ABS
Cooper					Mercado				
Gill					Pomares, V.P.				
Graham					Richardson, Pres.				
Johnson					Sebold				
Luciano									

It is hereby certified that the foregoing Resolution was ( ) adopted ( ) defeated ( ) tabled by roll call vote at a \_\_\_\_\_ meeting of the Board of County Commissioners of the County of Essex, New Jersey held on \_\_\_\_\_.

Is Publication Required ( ) Yes ( ) No

Date Published \_\_\_\_\_

\_\_\_\_\_  
Wayne L. Richardson, President

Open Space – Additional Staffing  
1/24/2023



COUNTY OF ESSEX

DECISION MEMORANDUM

BOARD AGENDA ITEM

COUNTY EXECUTIVE

COUNTY ADMINISTRATOR

Parks

DEPARTMENT: \_\_\_\_\_

DIVISION: \_\_\_\_\_

**TO:** Robert Jackson  
County Administrator

**FROM:** Daniel K. Salvante, Director

**DATE:** January 27, 2023

**RE:** Essex County Recreation & Open Space Trust Fund – Additional 2023 Staffing

**INTRODUCTION**

At the January 26, 2023, Essex County Recreation & Open Space Trust Fund Advisory Board meeting, the Board voted to fund an additional 8 positions for 2023 Staffing at a total amount of \$1,053,830.00.

**RECOMMENDATION**

It is requested that the recommendation from the Recreation & Open Space Advisory Board be accepted and the County allocate an amount not to exceed \$1,053,830.00 from the Trust Fund for additional 2023 staffing.

**REASON FOR RECOMMENDATION**

Continuation of this program will enable the County Park System to provide continued enhancement of park and reservation maintenance.

**FISCAL IMPACT**

An amount not to exceed \$1,053,830.00 will be allocated from the Recreation & Open Space Trust Fund to continue with this program during the 2023 year.



OFFICE OF ACCOUNTS AND CONTROL  
HALL OF RECORDS, ROOM 542  
NEWARK, NEW JERSEY 07102

**CERTIFICATION OF FUNDS**

Vendor Name County of Essex  
Account Name Salaries and Wages  
Account # 03-287-56-370-001-011  
Contract Period (If Applicable)  
Purpose of Contract Authorization to Release and Accept the Allocation of Funds from the Essex County Recreation and Open Space Trust Fund for Additional Park Maintenance Staffing for the year 2023.

1,053,830.00 Contract Amount

**Funding**

Temporary Budget Amount  
Current Fund Budget Amount  
Contingent Current Year Amount  
Grant Funding  
Capital Funding  
1,053,830.00 Trust Funding  
Contingent Subsequent Years

I, do hereby certify that the funding is legally appropriated per the above information for the purpose specified in the attached contract. Furthermore, it has been represented to me that the contracts have been processed in accordance with the applicable provisions of the Optional County Charter Law, the Essex County Administrative Code and the Essex County Standard Operating Policies and Procedures.

CM Date: 1/27/2023  
Cert: 710

Ehab Salama  
Chief Financial Officer

**ESSEX COUNTY RECREATION & OPEN SPACE ADVISORY BOARD  
MEETING MINUTES**

**January 26, 2023**

**3:00 p.m.**

**MEETING CONDUCTING VIA ZOOM**

Members Present: Pat Sebold, Dan Salvante, Mel Levine, Anthony Puglisi, Lori Tanner, Chris Weis

Staff/Guests: Kate Hartwyk, Joshua Zaitz

The meeting was called to order at approximately 3:00 p.m

The minutes of December 5, 2022, were approved.

Public Comments on Agenda Items

The meeting was listed on Essex County's website and the public was instructed to email Joshua Zaitz their comments/questions no later than January 25, 2023. Comments/questions would be read out loud at the meeting and a written response would be provided within 3 weeks.

Joshua Zaitz said he did not receive any emails for agenda items.

Financial Report

The financial report was discussed. Joshua Zaitz said just under \$4 million is currently available to spend on projects. He pointed out that originally the Open Space Trust Fund contributed \$1.8 million to the Brookdale Park ball field project but that the County has now received a Green Acres grant in the same amount. The \$1.8 million will be reimbursed back into Open Space shortly but it is not yet reflected in the financial report.

Additional 2023 Salaries -- Adding \$1,053,830.00

Joshua Zaitz said the Open Space Board approved 47 salaries to come out of 2023 Open Space at the December 5, 2022 meeting. Parks is requesting an additional 8 salaries be added in the amount of \$1,053,830.00 which includes overtime and fringe.

Mel Levine made a motion to approve an amount not to exceed \$1,053,830.00 for additional 2023 salaries. Anthony Puglisi seconded the motion. The motion was approved.

\$210,137.00 for Playground Repairs

Daniel Salvante discussed with the Board:

- To help fund an existing contract with Whirl Construction
- Playground repairs at Yanitcaw Park
- Remove damaged components on playground train whistle and replace

- Remove damaged parts on Echo Chamber unit and replace
- Remove damaged tot seat and replace
- Playground repairs at West Side Park
- Replace playbooster net cable
- Replace skyrun zip track
- Remove damaged broken swings and replace
- Playground repairs at Brookdale Park
- Replace missing clink wheel
- Replace missing hardware on rock wall climber
- Remove damaged swings and replace

Mel Levine made a motion to approve an amount not to exceed \$210,137.00 for playground repairs. Dan Salvante seconded the motion. The motion was approved.

#### \$500,000.00 for Landscape Maintenance Contracts

Daniel Salvante discussed with the Board:

- Existing landscape maintenance contracts
- Funding to come from Open Space
- Landscape maintenance in various parks including, but not limited to:
  - Branch Brook Park
  - Kips Castle
  - Graz Park
  - Branch Brook Park Concourse Hill
  - Essex County Parks Administration Building

Mel Levine asked if after a storm the contractors pick up branches. Dan Salvante said that is part of the contract.

Anthony Puglisi asked why Concourse Hill isn't part of the Branch Brook Park landscape maintenance contract. Dan Salvante explained that Concourse Hill is grouped together with the Parks Administration Building.

Pat Sebold made a motion to approve an amount not to exceed \$500,000.00 for landscape maintenance contracts. Mel Levine seconded the motion. The motion was approved.

#### Additional Items

There were none.

#### Public Comments on Any Item

Josh said he did not receive any emails.

The meeting was adjourned at approximately 3:15 pm.