

**RESOLUTION OF THE BOARD OF 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 –
AUTHORIZATION TO USE THE ESSEX COUNTY RECREATION AND OPEN SPACE
TRUST FUND TO FUND LANDSCAPE MAINTENANCE CONTRACTS IN THE
AMOUNT NOT TO EXCEED \$500,000.00**

WHEREAS, the Essex County Department of Parks, Recreation and Cultural Affairs has been working closely with the Essex County Recreation and Open Space Trust Fund Advisory Board relative to specific needs and improvements in the County Park System; and

WHEREAS, on April 10, 2003, the Open Space Trust Fund Advisory Board reviewed and approved the Open Space Master Plan; and

WHEREAS, on January 26, 2023 the Essex County Recreation & Open Space Trust Fund Advisory Board reviewed and approved the allocation of funds for Landscape Maintenance Contracts in the amount of \$500,000.00; and

WHEREAS, it is recommended the Essex County Board of County Commissioners approve by resolution the approval of the allocation for Landscape Maintenance Contracts, now, therefore be it

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

1. That the County Executive is hereby authorized to approve the allocation to Fund Landscape Maintenance Contracts in the amount not to exceed \$500,000.00 from the Essex County Recreation and Open Space Trust Fund.
2. That this Resolution shall take effect immediately.
3. That two (2) certified copies be forwarded to Daniel K. Salvante, Director, Department of Parks Recreation & Cultural Affairs and one (1) copy to the Chief Financial Officer and one to County Counsel.

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 – Landscape Maintenance
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: **Commissioner Authorization to use Recreation and Open Space Trust Fund dollars based on the recommendation of the Recreation and Open Space Trust Fund Advisory Board to allocate an amount not to exceed \$500,000.00 for landscape maintenance contracts**

INTRODUCTION

At their January 27, 2023, meeting, the Essex County Recreation and Open Space Trust Fund Advisory Board approved the allocation of Open Space Trust Fund money in an amount not to exceed \$500,000.00 for landscape maintenance contracts (minutes attached).

RECOMMENDATION

It is recommended that the Essex County Board of County Commissioners authorize an amount not to exceed \$500,000.00 for landscape maintenance contracts.

REASON FOR RECOMMENDATION

These funds will help to continue the revitalization of the Essex County Park System and the continued landscape maintenance of several parks.

FISCAL IMPACT

Funds are available in the Essex County Recreation & Open Space Trust Fund.



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

CERTIFICATION OF FUNDS

Vendor Name County of Essex
Account Name Landscape Maintenance Contracts
Account # 03-287-23-370-001-003
Contract Period (If Applicable)
Purpose of Contract Authorization to Use the Essex County Recreation and Open Space Trust
Fund to fund Landscape Maintenance Contracts

500,000.00 Contract Amount

Funding

Temporary Budget Amount
Current Fund Budget Amount
Contingent Current Year Amount
Grant Funding
Capital Funding
500,000.00 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: 712


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.