

**PART I
OPERATIONS
GWTIDA as AGENT for
NJSEA**

(Minutes from 4/27/17 Regular Board Meeting)

**GREATER WILDWOODS TOURISM IMPROVEMENT & DEVELOPMENT AUTHORITY
WILDWOODS CONVENTION CENTER**

REGULAR MEETING, THURSDAY, APRIL 27, 2017

**Part I - OPERATIONS
GWTIDA as agent for NJSEA**

Call to Order: The Meeting was called to order by Mr. Byrne at 6:00 p.m.

Salute to flag.

The Open Public Meetings Act was read by Mr. Byrne.

Roll Call:

Mr. Byrne	Present	Mr. Patterson	Absent
Mr. DelMonte	Absent	Mr. Barnabei	Present
Mr. Reidenbach	Present	Ms. Murphy	Absent
Mr. Morey	Present	Mr. Greenland	Present
Mr. Montello	Present		

Also present were Mr. Siciliano, Mr. McNicholas, Mr. Rose, Mr. Lynch, Ms. Trapp, Mr. Federici, Ms. Feketics and Mr. April.

A. Approval of Minutes

The minutes of February 16th could not be approved.
There was no March board meeting.

- B. Public Comment** – Bob White, taxi operator inquired about taxi companies having one license that is good for the whole island. GWTIDA does not have the regulatory authority to control it. Mr. White informed the board that he just paid \$1,400 for 3 licenses and does not have the ability to pick up guests in the City of Wildwood or at the Wildwoods Convention Center. Both Mr. Byrne and Mr. Siciliano stated that they met with the 3 Mayors and discussed this issue. It was their understanding that each municipality was going to handle this. Mr. Siciliano will follow up with the 3 Mayors on how to proceed and hopefully correct this issue.

C. Executive Director's Report

Included in the board packet were:

- Administration Update – March/April 2017
- Finance Update – March/April 2017
- Housing Update – March/April 2017
- Sales Update – March/April 2017
- SMG Update – March/April 2017
- Delaware North Update – March/April 2017

Correspondence/Communication: None.

Mr. Siciliano discussed the tax collections that were included in the Finance Report.

Mr. Siciliano stated that we received two landscaping bids. One was from RPM Landscaping and the second was from Schoffler Landscaping. RPM Landscaping was not a responsible bidder, failing to provide a pesticide license, and Schoffler Landscaping's bid exceeded the amount we have budgeted for landscaping services. The services were then re-bid, and we received 4 bids – Evergreen Consolidated, Schoffler Landscaping, Lawn Crafters and Fielder's Choice Lawn Care. Evergreen Consolidated was the lowest responsible bidder. Due to last month's board meeting being cancelled, the board was notified via email of what was happening and asked to weigh in, as there was a need to move forward in order for work to begin. Therefore, Evergreen was hired on an hourly basis. We would like to recommend formally rejecting the first set of bids, authorizing the Finance Department to re-bid, and award the contract to the lowest responsible bidder, Evergreen Consolidated.

Motions:

Mr. Reidenbach made a motion to Reject the Landscaping bids of RPM Landscape Contractor LLC in the amount of \$15,380.00 and Schoffler Landscaping in the amount of \$38,250.00 as stated in the 2017 Bid Report for Grounds Maintenance and Landscaping Services Bid 1, second by Mr. Greenland.

Roll Call:

Mr. Byrne	Yea	Mr. Patterson	Absent
Mr. DelMonte	Absent	Mr. Barnabei	Yea
Mr. Reidenbach	Yea	Ms. Murphy	Absent
Mr. Morey	Yea	Mr. Greenland	Yea
Mr. Montello	Yea		

Motion was moved and approved.

Mr. Reidenbach made a Motion to Authorize the Finance Department to Go out to Re-Bid for Landscaping services at the Wildwoods Convention Center, second by Mr. Greenland.

Roll Call:

Mr. Byrne	Yea	Mr. Patterson	Absent
Mr. DelMonte	Absent	Mr. Barnabei	Yea
Mr. Reidenbach	Yea	Ms. Murphy	Absent
Mr. Morey	Yea	Mr. Greenland	Yea
Mr. Montello	Yea		

Motion was moved and approved.

Mr. Reidenbach made a Motion to Award a Contract for Landscaping Services at the Wildwoods Convention Center to the lowest responsible re-bidder to Evergreen Consolidated LLC, in the amount of \$28,700.00, commencing on May 1, 2017 and ending on April 30, 2018, second by Mr. Greenland.

Roll Call:

Mr. Byrne	Yea	Mr. Patterson	Absent
Mr. DelMonte	Absent	Mr. Barnabei	Yea
Mr. Reidenbach	Yea	Ms. Murphy	Absent
Mr. Morey	Yea	Mr. Greenland	Yea
Mr. Montello	Yea		

Motion was moved and approved.

Mr. Siciliano also sent an email to the board informing them that we would like to join the Camden County Co-Op and asking them to weigh in. There were no objections.

Mr. Barnabei made a Motion for the Greater Wildwoods Tourism Improvement & Development Authority to become a member of the Camden County Co-Op, benefitting our organization with respect to pricing of goods and services, second by Mr. Reidenbach.

Roll Call:

Mr. Byrne	Yea	Mr. Patterson	Absent
Mr. DelMonte	Absent	Mr. Barnabei	Yea
Mr. Reidenbach	Yea	Ms. Murphy	Absent
Mr. Morey	Yea	Mr. Greenland	Yea
Mr. Montello	Yea		

Motion was moved and approved.

Mr. Siciliano stated that we need to go out to bid for Operations Services in the facility. 2017 is the last year of our 5-year contract with SMG. We would like to do another 5 year contract, with no extension option.

Mr. Reidenbach made a Motion to authorize the Finance Department to go out to bid for Operations Services at the Wildwoods Convention Center, second by Mr. Greenland. Contract will be a 5-year contract, with no option to extend, with a 90-day clause.

Roll Call:

Mr. Byrne	Yea	Mr. Patterson	Absent
Mr. DelMonte	Absent	Mr. Barnabei	Yea
Mr. Reidenbach	Yea	Ms. Murphy	Absent
Mr. Morey	Yea	Mr. Greenland	Yea
Mr. Montello	Yea		

Motion was moved and approved.

D. Chairperson's Report

Mr. Byrne gave an overview of meetings attended throughout the month. There were no questions.

Committee Reports:

- **Buildings and Grounds** – Mr. Greenland stated that the report was included in the packet and there were no questions. We will be getting 2 new flagpoles, and discussed the GOBO lighting on the Wildwoods sign. So far we have had shamrocks and Easter flowers. We are awaiting the design of a flag to be projected next. Great job on the project!
- Mr. Siciliano gave an update on the convention center hotel. On April 7th we received 5 RFQ responses. On April 26th we met with Tony Peterman of JLL to discuss the proposals. Four out of the five qualify to set up interviews/discussions. We have submitted questions to the 5th company. Their responses to those questions will determine if we will interview them as well. Mr. Siciliano is very excited to report that we have scheduled interviews for May 12th. This is a major step for the Wildwoods. Mr. Byrne gave kudos to Mr. Siciliano for working on this project for the last 5 years. There is a spectrum of interest in the project from developers.

Old Business: Mr. Greenland commented on the increases in Food & Beverage revenue as stated in the April report. Cheer Tech produced a 75% increase in year over year revenues, Feis at the Beach saw a 13.5% increase over last year, SJ Wrestling produced a 32% increase over last year, and the Methodist event doubled in revenue from last year.

Mr. Reidenbach stated that according to the Sales Report, we had 15,500 attendees in the building in February and March. Mr. Lynch discussed the Futsal event and its growth over the years. Also, NJ has placed 4th and 5th for recruits for wrestling in the US. Mr. Siciliano reiterated that we have had a great year with numbers of people coming to the facility.

New Business: Nothing.

Policies/Procedures: Mr. Siciliano stated that there are times when a board meeting needs to be cancelled, and sometimes we need to move forward on certain items. Mr. April stated that we can set forth a policy when there is no quorum and a meeting needs to be cancelled. In that case, an email will be sent to each individual board member, for them to consider it and then reply without replying to any other board member. If 4 board members object to the action, it will not carry and the action will not be taken. We would need 6 affirmative votes and will ask for those affirmative votes. This policy will be adopted at the next board meeting.

Correspondence/Communication: Nothing.

E. Executive Session

None.

F. Any matter of immediate attention - Nothing.

- G. Motion to go into the GWTIDA/Advertising portion of the meeting.
Mr. Reidenbach made a motion to go into the GWTIDA portion of the meeting, second by Mr. Montello.

Roll Call:

Mr. Byrne	Yea	Mr. Patterson	Absent
Mr. DelMonte	Absent	Mr. Barnabei	Yea
Mr. Reidenbach	Yea	Ms. Murphy	Absent
Mr. Morey	Yea	Mr. Greenland	Yea
Mr. Montello	Yea		

Motion was moved and approved.

Respectfully,



Frances Feketics
Board Secretary

PART II
GWTIDA
ADVERTISING/PROMOTIONS
(Minutes from 4/27/17 Regular Board Meeting)

GREATER WILDWOODS TOURISM IMPROVEMENT & DEVELOPMENT AUTHORITY
WILDWOODS CONVENTION CENTER

REGULAR MEETING, THURSDAY, APRIL 27, 2017

Part II – GWTIDA/Advertising and Promotions

A. Approval of Minutes

The Regular Meeting minutes of February 16, 2017 could not be approved.

B. Executive Director's Report

Department Updates – Included in the board packet were:

Events Department Update – March/April 2017
Finance Department Update – March/April 2017
Marketing/Public Relations Update – March/April 2017

Mr. Siciliano discussed the ad campaign and the fact that we received some negative comments, mostly on social media, along with a few emails and phone calls. The negativity lasted for a short period of time. It was explained that this campaign was a well thought out campaign that followed a process. It is a quality campaign and those not in agreement with it were asked to look at the whole picture – the copy, the commercial, and not just the tagline. Mr. Greenland stated that he was asked by the North Wildwood Tourism board, and answered them as stated above.

Correspondence/Communication – None.

Motions:

Mr. Reidenbach made a motion to approve the Bill List in the amount of \$302,140.92, second by Mr. Barnabei.

Roll Call:

Mr. Byrne	Yea	Mr. Patterson	Absent
Mr. DelMonte	Absent	Mr. Barnabei	Yea
Mr. Reidenbach	Yea	Ms. Murphy	Absent
Mr. Morey	Yea	Mr. Greenland	Yea
Mr. Montello	Yea		

Motion was moved and approved.

Mr. Greenland made a Motion to authorize Finance Department to go out to bid for Public Relations Services for the Greater Wildwoods Tourism Improvement and Development Authority, second by Mr. Barnabei. This will be a 5-year contract with a 60-day clause.

Roll Call:

Mr. Byrne	Yea	Mr. Patterson	Absent
Mr. DelMonte	Absent	Mr. Barnabei	Yea

Mr. Reidenbach	Yea	Ms. Murphy	Absent
Mr. Morey	Yea	Mr. Greenland	Yea
Mr. Montello	Yea		

Motion was moved and approved.

Mr. Siciliano discussed the GWTIDA Audit. He stated that there were no findings or recommendations. Great job to Robert McNicholas for the work he did and the assistance he provided.

Mr. Siciliano reviewed the management discussion and analysis page of the audit with the board. This is a good source of information and explains our revenue structure. Also reviewed was the Condensed Statement of New Position. We currently have \$1,581,637 in unrestricted surplus, and \$1,074,140 in restricted funds (TDF). This is our working capital reserve. Mr. Siciliano also discussed our income statement.

Mr. April read the following statement: "Now, Therefore be it resolved, that the governing body of the Greater Wildwoods Tourism Improvement and Development Authority hereby certifies to the Local Finance Board of the State of New Jersey that each governing body member has personally reviewed the annual audit report for the fiscal year ended December 31, 2016, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations", and has evidenced the same by group affidavit in the form prescribed by the Local Finance Board.

Mr. Byrne made a motion to accept the 2016 GWTIDA Audit, as read by Mr. April, second by Mr. Reidenbach.

Roll Call:

Mr. Byrne	Yea	Mr. Patterson	Absent
Mr. DeMonte	Absent	Mr. Barnabei	Yea
Mr. Reidenbach	Yea	Ms. Murphy	Absent
Mr. Morey	Yea	Mr. Greenland	Yea
Mr. Montello	Yea		

Motion was moved and approved.

C. Chairperson's Report

Committee Reports:

- **Advertising:** Mr. Siciliano stated that there is nothing to add at this time. Report was included in the packet.
- **Special Events:** Mr. Siciliano stated that there is nothing to add at this time. Reports were included in the packet.
- **Strategic Planning:** Mr. Morey discussed the Rio Avenue Project, which will begin in the Fall of 2018 and be completed in the Spring of 2019. Also, there are some interesting things going on at the Cape May County Airport.

Mr. Morey is also working with the City of Wildwood on beach plans. There is a big decision that will be made regarding recommending to DEP the location of the dunes. Mr. Byrne stated his position on the dune. We have a desire for beach parking. If the dune is placed against the boardwalk, that option disappears. The city also needs room for concert space. Mr. Siciliano reiterated that GWTIDA supports the 2015 Plan and did a resolution, as did the other island organizations and municipalities. Additional discussion on parking and dunes ensued. Mr. Siciliano stated that we should be prepared for additional parking in the future.

Old Business – Mr. Siciliano and Mr. Byrne are working with Triad Associates in asking the State of New Jersey for additional money. Triad did a wonderful job with the document, which has been delivered to Senator Van Drew. Senator Van Drew would like GWTIDA to meet with him to further discuss. Updated resolutions from each municipality will also be obtained. The convention center hotel will give us a lot of leeway in regards to the C5 Plan. We are making progress.

New Business – Mr. Siciliano stated that the Cape May County Technical High School Prom is coming up and that all of the décor was made by the students. He invited the board to see the set up in the ballrooms after the meeting. They students did an amazing job!

Policies/Procedures – None.

Correspondence/Communication – None.

D. **Public Comment** – None.

E. **Executive Session** – None.

F. **Any matter of immediate attention**
Our next Board Meeting will be held on Thursday, May 18, 2017 at 6:00 p.m.

G. **Motion to Adjourn**
Mr. Reidenbach made a motion to adjourn, second by Mr. Montello.

Roll Call:

Mr. Byrne	Yea	Mr. Patterson	Absent
Mr. DeMonte	Absent	Mr. Barnabei	Yea
Mr. Reidenbach	Yea	Ms. Murphy	Absent
Mr. Morey	Yea	Mr. Greenland	Yea
Mr. Montello	Yea		

Motion was moved and approved.

Respectfully Submitted,



Frances Feketics
Board Secretary