

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

REGULAR MEETING, THURSDAY, JUNE 16, 2016

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

Also present were Mr. Siciliano, Mr. McNicholas, Mr. Rose, Mr. Lynch, Ms. Trapp, Ms. Kane, Mr. Federici, Ms. Feketics, Mr. April, and Madison Russ of Catamaran Media.

A. Approval of Minutes

Mr. Patterson made a motion to approve the minutes from the Regular Meeting on April 21, 2016, second by Mr. Reidenbach.

Roll Call:

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

Motion was moved and approved.

B. Public Comment – Mr. Byrne welcomed Madison Russ of Catamaran Media to the meeting.

C. Executive Director's Report

Included in the board packet were:

- Administration Update – May/June 2016
- Finance Update – May/June 2016
- Housing Update – May/June 2016
- Sales Update – May/June 2016
- SMG Update – May/June 2016
- Delaware North Update – May/June 2016

Correspondence/Communication: None.

Mr. Siciliano stated that a meeting regarding the convention center hotel was held on Trenton on May 19, our last scheduled board day.

Mr. Siciliano also stated that a 180-day notice requirement is needed on our Food & Beverage contract in the building. The current contract will expire on December 31st of this year, and Mr. Siciliano spoke with Mr. Jerry Freed, Regional Vice President of DE North. We are interested in freezing the management fee for the next 2 years. DE North would like to move forward.

Motions:

Mr. Patterson made a motion to enter into a 2-year extension on the DNC contract for Food & Beverage services at the Wildwoods Convention Center, for the period commencing on January 1, 2017 and ending on December 31, 2018, in the amount of \$92,000 per year, second by Mr. DeMonte.

Roll Call:

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

Motion was moved and approved.

Mr. Reidenbach had questions regarding parking on Memorial Day, which were answered by Mr. Siciliano. We were down in parking for the weekend due to heavy rains on Memorial Day Monday.

D. Chairperson's Report

Mr. Byrne reviewed meetings held throughout the month.

Mr. Byrne provided the board with an update on the host hotel meeting that was held in Trenton, facilitated by Senator Van Drew. The Senator coordinated the key people needed from the following agencies: NJDCA, NJDEP, CAFRA and NJEDA. The NJSEA and City of Wildwood were also in attendance, as well as Mr. Siciliano, Mr. McNicholas and Mr. Byrne. Our professionals there included Tony Peterman, Joe Lomax and Tom Sykes. Mr. Siciliano discussed at the meeting why the hotel is needed, preliminary plans were shown, and engineering of the project was discussed. Our professionals were recognized and are highly thought of by the state agencies in attendance. Incentives were discussed and those in attendance seemed to have no initial problems with the project. A lot was accomplished in the meeting. Thanks to all, it was a good meeting and we are getting closer to developing an RFP. The next step is for Joe Lomax to provide the requested checklist to the NJDEP, and Tony Peterman is working on the RFP. Tony will also work with NJEDA to incorporate ERG into the process. No one had any issues and the project is one that should happen.

Public Comment: None.

Committee Reports:

- **Buildings and Grounds** – Mr. Greenland stated that the report was included in the packet and there were no questions. Some ongoing projects include bleacher motors, signage in parking lots, and lining up of Capital Projects. Mr. Reidenbach had questions regarding state approval, which were answered by Mr. Greenland.
- Mr. Siciliano discussed conventions in the building and the fact that our facility is now 15 years old. We have a great crew that takes pride in the facility, and we try to save money on doing projects in-house.
- **Housing** – Mr. Siciliano reported that the committee met and reviewed a new potential housing software. We would like to move into a software that is easier for hoteliers, attendees and our housing department. The new software received positive reaction from all parties, and we would like to enter into a 3-year deal starting in 2017, with Meeting Max before the end of the month.

Old Business: Nothing.

New Business: Nothing.

Policies/Procedures: Nothing.

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. DeIMonte made a motion to go into the GWTIDA portion of the meeting, second by Mr. Greenland.

Roll Call:

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

Motion was moved and approved.

Respectfully,



Frances Feketics
Board Secretary

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

REGULAR MEETING, THURSDAY, JUNE 16, 2016

Part II – GWTIDA/Advertising and Promotions

A. Approval of Minutes

The minutes of April 21, 2016 were approved.

B. Executive Director's Report

Department Updates – Included in the board packet were:

Events Department Update – May/June 2016
Finance Department Update – May/June 2016
Marketing/Public Relations Update – May/June 2016

Mr. Byrne had questions on cash flow, which were answered by Mr. Siciliano. Our sources of cash flow were discussed, including capital reserve and Advertising. GWTIDA has no deficiency agreement for cash flow. We call them working capital funds – these get us through until revenue comes in. Mr. Siciliano explained that the state swept the original \$4 million from our account. We now have \$2.5 million fund for the convention center. Mr. Siciliano also explained how the 1.85% tax works, and the split to the municipalities.

Correspondence/Communication – None.

Motions:

Mr. Reidenbach made a motion to approve the Bill List in the amount of \$427,059.95, second by Mr. DelMonte.

Roll Call:

Mr. Byrne	Yea/abstain EFT to J. Byrne Agency	Mr. Patterson	Yea
Mr. DelMonte	Yea	Mr. Barnabei	Yea
Mr. Reidenbach	Yea	Ms. Murphy	Yea
Mr. Morey	Absent	Mr. Greenland	Yea
Mr. Montello	Yea		

Motion was moved and approved.

Mr. Siciliano discussed the GWTIDA Audit and reviewed it with the board. There were no findings or recommendations. Great job was done by Mr. McNicholas. We are in a healthy financial position. We are ahead of plan for March and April. Mr. Greenland had questions regarding the TDF, which were answered by Mr. Siciliano.

Mr. April read the following resolution into the minutes:

WHEREAS, N.J.S.A. 40A:5A-5 requires the governing body of each local authority to cause an annual audit of its accounts to be made, and

WHEREAS, the annual audit report for the fiscal year ended December 31, 2015 has been completed and filed with Ford Scott & Associates, LLC pursuant to N.J.S.A. 40A:5A-15, and

WHEREAS, N.J.S.A. 40A:5A- 17, requires the governing body of each authority to, within 45 days of receipt of the annual audit, certify by resolution to the Local Finance Board that each member thereof has personally reviewed the annual audit report, and specifically the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board, and

WHEREAS, the members of the governing body have received the annual audit and have personally reviewed the annual audit, and have specifically reviewed the sections of the annual audit report entitled "General Comments" and "Recommendations," in accordance with N.J.S.A. 40A:5A-17,

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, 2015, and specifically has reviewed the sections of the audit report entitled "General Comments" and "Recommendations," and has evidenced same by group affidavit in the form prescribed by the Local Finance Board.

BE IT FURTHER RESOLVED that the secretary of the authority is hereby directed to promptly submit to the Local Finance Board the aforesaid group affidavit, accompanied by a certified true copy of this resolution.

Mr. Reidenbach made a motion to accept the GWTIDA Audit, as read into the minutes by our solicitor, Jeff April, second by Mr. Montello.

Roll Call:

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

Motion was moved and approved.

Discussion on year-round rentals and mercantile fees took place. Meeting was held with Mayors and attorneys of the three municipalities. Attorneys are working on language.

C. Chairperson's Report

Committee Reports:

- **Advertising:** Ms. Murphy stated that the electrical box project is in progress. All boxes are primed and prepped for painting. We are receiving a lot of positive feedback. The RFP for Advertising Services has gone out with a return date for responses of July 7th. Mr. Siciliano added that after our Advertising contract expires, we have to, by law, go out for RFP.
- **Special Events:** Mr. DelMonte stated that we are in the middle of events and the Beer Fest went very well. Mr. Patterson added that this year's Unlocking of the Ocean was the best he has ever seen.
- **Strategic Planning:** Mr. Siciliano stated that a Rio Grande Avenue Project meeting was held with County Engineer Dale Foster, Michael Baker Group and property owners surrounding the project area. Another meeting will be held on June 21st from 4-7 p.m. Route details were discussed by Mr. Siciliano, and construction on the project is expected to begin in 2018.

Old Business – None.

New Business – None.

Policies/Procedures – None.

Correspondence/Communication – None.

D. Public Comment – None.

E. Executive Session

Mr. Reidenbach made a motion to go into closed session for the reason of discussing possible litigation in connection with pending legislation and any matter the disclosure of which constitutes an unwarranted invasion of privacy, such as personnel matters, any matters involving the purchase lease or acquisition of real property with public funds, any pending litigation or contract negotiation other than covered by subsection (4) in which the body may become a party, any matter falling within Attorney/Client privilege, to the extent that confidentiality is required in order for the Attorney/Client to exercise his ethical duties as a lawyer and that after discussion are therefore no longer sensitive, the results of the discussions may be disclosed to the public following the adoption of a motion authorizing such disclosure by the Authority Executive Session, second by Mr. Patterson.

Roll Call:

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

Motion was moved and approved.

~~Mr. April stated that in Executive Session, the Board discussed the proposal/plan to have unified taxi regulations for all municipalities on the island.~~

The Executive Director is authorized to discuss this matter with an expert in the cab business, who has been recommended to him. We will then put together a plan which should be adopted, so there is a unified and sensible plan in all 4 municipalities. No formal action was taken.

F. Any matter of immediate attention

Our next Board Meeting will be held on Thursday, July 21, 2016 at 6:00 p.m.

G. Motion to Adjourn

Mr. DelMonte made a motion to adjourn, second by Mr. Montello.

Roll Call:

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

Motion was moved and approved.

Respectfully Submitted,



Frances Feketics
Board Secretary