

GREATER WILDWOODS TOURISM IMPROVEMENT & DEVELOPMENT AUTHORITY  
WILDWOODS CONVENTION CENTER

REGULAR MEETING, THURSDAY, MAY 16, 2019

**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. Greenland	Present	Mr. Barnabei	Absent
Mr. Reidenbach	Present	Mr. Hamlin	Absent
Mr. Morey	Present	Mr. Bumbernick	Present
Mr. Montello	Present	Mr. Vasser	Absent

Also present were Mr. Siciliano, Ms. Trapp, Mr. Rose, Mr. Lynch, Mr. Federici, Mr. Frey, Mr. Cox and Mr. April.

**A. Approval of Minutes**

**Mr. Patterson made a motion to approve the minutes of March 21, 2019, second by Mr. Morey.**

**Roll Call:**

Mr. Byrne	Yea	Mr. Patterson	Yea
Mr. Greenland	Yea	Mr. Barnabei	Yea via email
Mr. Reidenbach	Yea	Mr. Hamlin	Yea via email
Mr. Morey	Yea	Mr. Bumbernick	Yea
Mr. Montello	Yea	Mr. Vasser	Yea via email

**Motion was moved and approved.**

**Mr. Greenland made a motion to approve the minutes of April 17, 2019, second by Mr. Bumbernick.**

**Roll Call:**

Mr. Byrne	Yea	Mr. Patterson	Yea
Mr. Greenland	Yea	Mr. Barnabei	Yea via email
Mr. Reidenbach	Yea	Mr. Hamlin	Yea via email
Mr. Morey	Yea	Mr. Bumbernick	Yea
Mr. Montello	Yea	Mr. Vasser	Yea via email

**Motion was moved and approved.**

**B. Public Comment – None.**

**C. Executive Director's Report**

Included in the board packet were:

- Administration Update – May 2019
- Finance Update – May 2019
- Housing Update – May 2019
- Sales Update – May 2019
- SMG Update – May 2019
- Delaware North Update – May 2019

Mr. Greenland commented on the award won for Best Advertising Campaign. This will be discussed on the tourism side of the meeting.

Mr. Siciliano stated that Event Security discussion will take place under the motions section.

Mr. Siciliano stated that we received the 2% Tourism Tax collection numbers for March 2019. We were up \$19,500 over plan for march and also 23% up for the first quarter against the 5-year average.

**Correspondence/Communication:** None.

**Motions:**

Mr. Siciliano stated that we need a motion to memorialize the action taken via email on February 27, 2019 to award the contract for the water pump project at the Wildwoods Convention Center to AC Mechanical, in the amount of \$89,850.00. Affirmative votes received via email were: Bumbernick, Hamlin, Morey, Barnabei, Montello, Reidenbach, Patterson, Vasser and Byrne.

Mr. April stated that no official motion is needed. Mr. Siciliano just needed to read the above into the minutes and no roll call is needed.

Mr. Siciliano discussed Security Services and Crowd Management Bid for the Wildwoods Convention Center and stated that we had a bid opening on May 3<sup>rd</sup>. We originally thought we only received one bid from Green Mountain and when we initially reviewed the bid content, we saw that the bid did not include hourly rates for year three of the contract and determined that the bid was non-responsive. Because we wanted to go back out to bid as soon as possible, Mr. Siciliano sent an email to the GWTIDA Board asking to reject the bid as non-responsive. However, on Monday, May 6<sup>th</sup>, we learned that Tri-County Security had a response delivered to our facility at approximately 10:00 am on May 3<sup>rd</sup>. As soon as staff heard this they looked and found the bid in the mail room addressed to Sr. Event Coordinator, and it was not identified as a response to the bid. Part of the confusion could have been that it was Emily's last day and she was in the process of training Lauren, her replacement. Mr. Siciliano then emailed the board again to inform them of the above and that the bid opening was rescheduled for Wednesday, May 8<sup>th</sup> at 2:00 pm. The Tri-County bid was responsive and even if Green Mountain would have been responsive, Tri-County would be the lowest responsible bidder. Now, during the process, from pre-bid to bid, we communicated with 4 different companies, but only 2 companies actually submitted bids. A bid summary sheet was distributed to the board. This summary shows the fee structure for Tri-County. Year three of Tri-County is what year one was for Green Mountain. The ratio for supervisor to guards is 10:1. In addition, the last contract

we were in, our event guards fee was \$16.80 per hour. This is an increase of 30% for Tri-County. Green Mountain year one would have been \$23 per hour or 35%. We are going to recommend that we award the 3-year contract to Tri County Security NJ with two one-year options, with a 60-day out clause. Internally we know that we are going to have to have some serious conversations with our clients that use this service and take a hard look at our past security calls and see if we can cut down anywhere. Clients will need to know this information and the impact it will have on their events. It is not a good idea to go back out to bid, because we need to have a contract in place for these services for upcoming events.

Mr. Reidenbach had questions on manpower which were answered by Mr. Siciliano and Justin Cox. Standards and access points were discussed, as well as who makes those decisions. Mr. April stated that he would be happier if the client made those decisions. Who is responsible if something happens and the client says they did not make the call? Mr. April also stated that if it is our call, we should have a fixed standard. Mr. April would like to know what SMG does regarding this, in other buildings.

**Mr. Reidenbach made a motion to award the contract for Event Security and Crowd Management Services at the Wildwoods Convention Center to Tri-County Security NJ, for a period of three years, beginning on June 1, 2019 and ending on May 31, 2022, with an option for two additional one-year terms, and a 60-day out clause. Payment shall be hourly, based on services needed, second by Mr. Byrne.**

**Roll Call:**

Mr. Byrne	Yea	Mr. Patterson	Yea
Mr. Greenland	Yea	Mr. Barnabei	Absent
Mr. Reidenbach	Yea	Mr. Hamlin	Absent
Mr. Morey	Yea	Mr. Bumbernick	Yea
Mr. Montello	Yea	Mr. Vasser	Absent

**Motion was moved and approved.**

**D. Chairperson's Report**

Mr. Byrne reiterated meetings held throughout the month and does keep busy throughout the month.

**Committee Reports:**

- **Buildings and Grounds** – Mr. Greenland stated that minutes were included in the packet. Mr. Reidenbach had questions regarding the plywood beach scenes along the bulkhead in our lots, which were answered by Mr. Greenland. Staff will review and decide on the best course of action. Mr. Siciliano further stated that he and Mr. Frey reviewed. There are no rotten boards, however paint is chipping and bulkheads behind the boards are in poor condition in areas.

**Old Business:** Mr. Byrne provided an update on the hotel project. We have received the third draft of the RFQP. Mr. Peterman has signed off on it, and the timeline is mid-May for the final to go out. We are waiting on approval from NJSEA before it gets issued.

**New Business:** None.

**Policies/Procedures:** None.

**Correspondence/Communication:** None.

E. **Executive Session** – None.

F. **Any matter of immediate attention** - None.

G. **Motion to go into the GWTIDA/Advertising portion of the meeting.**  
**Mr. Patterson made a motion to go into the GWTIDA portion of the meeting,**  
**second by Mr. Morey.**

**Roll Call:**

Mr. Byrne	Yea	Mr. Patterson	Yea
Mr. Greenland	Yea	Mr. Barnabei	Absent
Mr. Reidenbach	Yea	Mr. Hamlin	Absent
Mr. Morey	Yea	Mr. Bumbernick	Yea
Mr. Montello	Absent	Mr. Vasser	Absent

**Motion was moved and approved.**

Respectfully,



Frances Feketics  
Board Secretary

GREATER WILDWOODS TOURISM IMPROVEMENT & DEVELOPMENT AUTHORITY  
WILDWOODS CONVENTION CENTER

REGULAR MEETING, THURSDAY, MAY 16, 2019

Part II – GWTIDA/Advertising and Promotions

A. Approval of Minutes

The Regular meeting minutes of March 21, 2019 were approved.

The Regular meeting minutes of April 17, 2019 were approved.

B. Executive Director's Report

**Department Updates** – Included in the board packet were:

Events Department Update – May 2019  
Finance Department Update – May 2019  
Marketing/Public Relations Update – May 2019

Mr. Siciliano stated that we received the 1.85% hospitality tax collections through March. Our first quarter collections were \$73,093, which is 31% over 2018 and 70% over budget.

Mr. Siciliano provided an update on our audit status. The audit is done, however the auditors are waiting for Trenton to release numbers on pension liability. We need that information for our financial statement. Once that is done, we will have our audit review and the process will be complete.

Mr. Greenland commented on Tourism Advocacy Day. Mr. Rose stated that Tourism Advocacy Day was on May 9<sup>th</sup> in Trenton and announced that we attended and received the Tourism Excellence Award for Best Advertising Campaign for 2018, for our Fall campaign. The award was passed around at the meeting.

**Correspondence/Communication** – Mr. Siciliano stated that a letter of invitation for the Unlocking of the Ocean was included in the packet. The Secretary of State will be in attendance, as well as media. Please RSVP to Ms. Trapp if you have not already done so.

**Motions:**

**Mr. Reidenbach made a motion to approve the Bill List in the amount of \$199,502.81, second by Mr. Greenland.**

**Roll Call:**

Mr. Byrne	Yea	Mr. Patterson	Yea
Mr. Greenland	Yea	Mr. Barnabei	Absent
Mr. Reidenbach	Yea	Mr. Hamlin	Absent
Mr. Morey	Yea	Mr. Bumbernick	Yea
Mr. Montello	Absent	Mr. Vasser	Absent

**Motion was moved and approved.**

**C. Chairperson's Report**

Mr. Byrne reiterated meetings held throughout the month.

**Committee Reports:**

- **Advertising:** Mr. Rose reported that the website developer was at today's Advertising Committee Meeting to give a report on our new website. We are going to see how the site performs, then possibly look at a maintenance contract for next year. Mr. Rose stated that to date, the website is performing well.
- **Special Events:** Mr. Montello stated that the last two months were recapped at today's Special Events Committee Meeting. All is status quo.
- **Strategic Planning:** Mr. Morey stated that the giant wall on Rio Grande Avenue will cover the pump station. Mr. Morey also provided the board with the revised and approved signs for the Rio Grande Avenue Project, and Mr. Siciliano gave an update on the bid process for the signage. Stokes Architecture gave us a design, however in order to go out to bid, we have to go to the Local Finance Board to get approval to borrow the money. To do that, we need to know the sign cost. Mr. Siciliano called Crest Savings Bank and spoke with Tony DeSalle to discuss possible financing for the project. We have \$30,000 earmarked for debt service plus we could put money down in addition. Mr. DeSalle stated that \$30,000 at 3.5% for 20 years could finance between \$400,000 to \$425,000, hypothetically speaking. In addition, Gordon Ball reached out to the Local Finance Board. Their response was that we should bid the sign first because we need a not to exceed amount to be financed. Since we have a limited amount of time to award a contract once bids are received, we would need to do this in a very timely manner. For the work to be performed starting in December, it should go to the Local Finance Board at the November 13<sup>th</sup> meeting. The application must be received in Trenton by October 23<sup>rd</sup>. That means the bids must be received prior to this date in sufficient time to determine who to award the contract to. Mr. Siciliano will follow up on this process and how to move forward.
- Mr. Morey discussed wayfinding and design.
- Mr. Morey had questions on our parking system, which were answered by Mr. Siciliano. This issue was brought to the Buildings & Grounds Committee, who discussed it and decided that our parking system will remain as it is for now.

**Old Business – None.**

**New Business –** Mr. Siciliano stated that the Cape May County Tourism Conference will be held on Friday, May 17<sup>th</sup> from 10-Noon.

**Policies/Procedures – None.**

**Correspondence/Communication – None.**

- D. **Public Comment** – None.
- E. **Executive Session** – None.
- F. **Any matter of immediate attention** – None.

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

Roll Call:

Mr. Byrne	Yea	Mr. Patterson	Yea
Mr. Greenland	Yea	Mr. Barnabei	Absent
Mr. Reidenbach	Yea	Mr. Hamlin	Absent
Mr. Morey	Yea	Mr. Bumbernick	Yea
Mr. Montello	Yea	Mr. Vasser	Absent

**Motion was moved and approved.**

Respectfully Submitted,



Frances Feketics  
Board Secretary