

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

**REGULAR MEETING, THURSDAY, OCTOBER 19, 2023**

**Part I - OPERATIONS**

**GWTIDA as agent for NJSEA**

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

Salute to flag.

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

**Roll Call:**

Mr. Byrne	Absent	Mr. Murray	Present
Mr. Greenland	Present	Mr. Sciarra	Present
Mr. Barnabei	Present	Mr. Morey	Absent
Mr. Hamlin	Absent	Mr. Vasser	Absent
Mr. Bumbernick	Present		

Also present were Ms. Feketics, Ms. Carlino, Ms. Dougherty, Mr. Rose, Mr. Lynch, Mr. Federici, Ms. Springer, Mr. Frey and Mr. Amenhauser.

**A. Approval of Minutes**

**Mr. Sciarra made a motion to approve the Re-Organization meeting minutes of August 17, 2023, second by Mr. Greenland.**

**Roll Call:**

Mr. Byrne	Yea via email	Mr. Murray	Abstain
Mr. Greenland	Yea	Mr. Sciarra	Yea
Mr. Barnabei	Abstain	Mr. Morey	Yea via email
Mr. Hamlin	Yea via email	Mr. Vasser	Absent
Mr. Bumbernick	Abstain		

**Motion moved and approved.**

**Mr. Sciarra made a motion to approve the regular meeting Operations minutes of August 17, 2023, second by Mr. Greenland.**

**Roll Call:**

Mr. Byrne	Yea via email	Mr. Murray	Abstain
Mr. Greenland	Yea	Mr. Sciarra	Yea
Mr. Barnabei	Abstain	Mr. Morey	Yea via email
Mr. Hamlin	Yea via email	Mr. Vasser	Absent
Mr. Bumbernick	Abstain		

**Motion moved and approved.**

**B. Public Comment – None.**

**C. Executive Director's Report**

Included in the board packet were:

Administration Update – October 2023  
ASM Update – October 2023  
DE North Update – October 2023  
Finance Update – October 2023  
Housing Update – October 2023  
Sales Update – October 2023

Mr. Belasco discussed the planter areas along Ocean Avenue next to our lots. He has reached out to Rutgers Co-Op, and he and Mr. Frey have met with them as well. Rutgers will be making some recommendations to beautify the area. Mr. Belasco has also reached out to Chris Miller, USDA and the NJ Audubon Society to look into funding opportunities to keep green space and beautify the area. We hope to have a presentation in the coming month and will update the board. Mr. Greenland concurs that this is a good direction to go in, and a great idea. This also presents an opportunity for educational gardens, could have a dual purpose and signage could be placed.

Ms. Carlino stated that we have received tax collection numbers for August in the amount of \$1.9 Million. We are 9% ahead of August 2022 and 7% ahead of 2022. It was noted that July was an interesting number, due to missing an entire weekend due to the island-wide power outage.

As Mr. Federici stated that the 50's concert went well, with a slight increase in revenue of 5%. Attendance for the 50's weekend was 1,000 for the Friday night dance party and 1,900 for the Saturday night concert. The Wildwood Warrior 50 also went very well, and we received positive comments from the organizer of the Cape May County Chamber of Commerce Installation Dinner.

Mr. Belasco stated that he and Joy Samaniego, our Housing Manager, met with the Beach House staff via Zoom regarding the Housing Program. They joined our program, logins were created and training was conducted. The property has inventory for all online events.

Mr. Lynch noted that the RV Show is in the Exhibit Hall, and we are looking forward to a successful weekend.

**Motions:**

**Mr. Barnabei made a motion to award a contract to Watchfire, to replace the existing convention center marquee sign located at the main entrance of the Wildwoods Convention Center, in an amount not to exceed \$68,057.58, including installation, second by Mr. Murray.**

**Roll Call:**

Mr. Byrne	Absent	Mr. Murray	Yea
Mr. Greenland	Yea	Mr. Sciarra	Yea
Mr. Barnabei	Yea	Mr. Morey	Absent
Mr. Hamlin	Absent	Mr. Vasser	Absent
Mr. Bumbernick	Yea		

**Motion moved and approved.**

**Mr. Murray made a motion to approve Crest Savings Bank Starlight Ballroom sign agreement extension for 5 years at \$10,000 per year, beginning January 1, 2025 and ending on December 31, 2029.**

**Roll Call:**

Mr. Byrne	Absent	Mr. Murray	Yea
Mr. Greenland	Yea	Mr. Sciarra	Yea
Mr. Barnabei	Yea	Mr. Morey	Absent
Mr. Hamlin	Absent	Mr. Vasser	Absent
Mr. Bumbernick	Yea		

**Motion moved and approved.**

**Mr. Murray made a motion to memorialize the email vote taken on September 14, 2023 to award a contract to Turn-Key Technologies to upgrade the Wi-Fi equipment in the Wildwoods Convention Center, in an amount not to exceed \$65,000. Turn-Key Technologies is a Nation Co-Op, so there is no need to bid the contract ourselves, second by Mr. Barnabei.**

**Roll Call:**

Mr. Byrne	Absent	Mr. Murray	Yea
Mr. Greenland	Yea	Mr. Sciarra	Yea
Mr. Barnabei	Yea	Mr. Morey	Absent
Mr. Hamlin	Absent	Mr. Vasser	Absent
Mr. Bumbernick	Yea		

**Motion moved and approved.**

**Mr. Barnabei made a motion to award a contract to Carrier to replace the Variable Frequency Drive (VFD) in Chiller #1 in the amount of \$60,798.00. This contract is through Sourcewell, a state contract, therefore there is no need to go out to public bid., second by Mr. Murray.**

**Roll Call:**

Mr. Byrne	Absent	Mr. Murray	Yea
Mr. Greenland	Yea	Mr. Sciarra	Yea
Mr. Barnabei	Yea	Mr. Morey	Absent
Mr. Hamlin	Absent	Mr. Vasser	Absent
Mr. Bumbernick	Yea		

**Motion moved and approved.**

**Correspondence/Communication:** Included in the packet was a thank you note from the family of Bob Patterson.

**D. Chairperson's Report**

Mr. Greenland reiterated meetings and conference calls held and attended throughout the month, as well as discussions with Mr. Belasco regarding ongoing items. There were no questions.

Mr. Amenhauser updated the board on the City of Wildwood and Green Acres issue. Mr. Amenhauser met with Testa and Lou Delollis of the City of Wildwood, and Testa will be in contact with the NJDEP. Mr. Belasco added that we received good verbal indication that we would be receiving the letter we have been waiting for, however we have not received it to date. Conversations will be ongoing regarding this matter.

**Committee Reports:**

- o **Buildings and Grounds Committee:** Mr. Greenland stated that minutes of the Buildings & Grounds Committee meeting were included in the packet. We are working on a Capital Plan, and a 5-year plan, which will include a new roof and a generator. There were no questions.

**Old Business:** None.

**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. Murray made a motion to go into the GWTIDA portion of the meeting, second by Mr. Bumbernick.**

**Roll Call:**

Mr. Byrne	Absent	Mr. Murray	Yea
Mr. Greenland	Yea	Mr. Sciarra	Yea
Mr. Barnabei	Yea	Mr. Morey	Absent
Mr. Hamlin	Absent	Mr. Vasser	Absent
Mr. Bumbernick	Yea		

**Motion moved and approved.**

Respectfully,



Frances Feketics  
Board Secretary

GREATER WILDWOODS TOURISM IMPROVEMENT & DEVELOPMENT AUTHORITY  
WILDWOODS CONVENTION CENTER

REGULAR MEETING, THURSDAY, OCTOBER 19, 2023

Part II – GWTIDA/Advertising and Promotions

A. Approval of Minutes

Mr. Sciarra made a motion to approve the regular meeting Tourism minutes of August 17, 2023, second by Mr. Greenland.

Roll Call:

Mr. Byrne	Yea via email	Mr. Murray	Abstain
Mr. Greenland	Yea	Mr. Sciarra	Yea
Mr. Barnabei	Abstain	Mr. Morey	Yea via email
Mr. Hamlin	Yea via email	Mr. Vasser	Absent
Mr. Bumbernick	Abstain		

Motion moved and approved.

B. Public Comment – None.

C. Executive Director's Report

Mr. Belasco stated that we received word from Patrick Rosenello regarding a ruling from the Supreme Court. Mr. Amenhauser has crafted a letter to be sent to the City of Wildwood to file with the judge asking for a hearing to be as immediate as possible, so boardwalk construction can resume. Any delay at this point puts Memorial Day in jeopardy. Mr. Amenhauser stated that the case has been uploaded to the docket today and we hope to hear back in a few days. The hearing is currently scheduled for December 1<sup>st</sup>.

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

Events Department Update – October 2023

Finance Department Update – October 2023

Marketing/Public Relations Update – October 2023

Ms. Carlino stated that we have received tax collection numbers for August in the amount of \$868,839.00. August 2023 is 12% ahead of August 2022. Also, year-to-date we are 10% ahead of 2022, through August 2023.

**Correspondence/Communication:** None.

Motions:

Mr. Bumbernick made a motion to approve the Bill List in the amount of \$295,195.41, second by Mr. Murray.

Roll Call:

Mr. Byrne	Absent	Mr. Murray	Yea
Mr. Greenland	Yea	Mr. Sciarra	Yea
Mr. Barnabei	Yea	Mr. Morey	Absent
Mr. Hamlin	Absent	Mr. Vasser	Absent
Mr. Bumbernick	Yea		

Motion moved and approved.

Ms. Carlino provided a summary of the 2022 GWTIDA Audit and suggested that they read and review the section of the audit entitled Management Discussion and Analysis, on pages 4 through 16. This section of the audit explains the formation of GWTIDA, our revenue sources and structure, 10-year collection history, the dollars that we give to the three municipalities over the last three years for beach offset payments, as well as, dollars given to each municipality for boardwalk and event support.

The Condensed Statement of Revenues, Expenses and Changes in Net Position can be found on page 13. This report is broken down by two funds:

- 1) The General Fund reflects revenues from the Tourism Tax and Tourism Assessment, and expenses relating to our Administrative, Advertising and Promotions mission and capital expenses.
  - Based on collections in 2022, our Tourism Tax Revenues, 10% of the 2% tax was \$713,959 and the 1.85% tax was \$2,815,482 for a total of \$3,646,887.
  - Our Operating Expenses totaled \$2,669,466 and Non-Operating Revenue and Expenses netted out to \$1,719.
  - Leaving GWTIDA with a positive Net Position of \$979,140.
  
- 2) The TDF Fund reflects revenues from the Tourism Development Fee and expenses relating to Events and Event Support.
  - The TDF collections for 2022 were \$1,175,517 with Interest income of \$16,021 for total revenues of \$1,191,538.
  - Expenses related to our Event Support, including the printing and distribution of our calendar of events and municipal administration fee was \$1,026,918.
  - Leaving GWTIDA with a positive Net Position of \$164,620.

Michaela Carlino also noted that on page 32 of the audit, there is a section titled Findings and Recommendations. The auditors found no material weaknesses or deficiencies in our controls and no non-compliance with State laws or General Accounting Standards.

There were no questions.

**Mr. Amenhauser read the following audit resolution into the minutes:**

**WHEREAS**, N.J.S.A. 40A:5-4 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, 2022 has been completed and filed with Ford Scott & Associates, LLC pursuant to N.J.S.A. 40A:5-6, 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, 2022, 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. Bumbernick made a motion to accept the 2022 GWTIDA audit, as read into the minutes by Mr. Amenhauser, second by Mr. Sciarra.**

**Roll Call:**

Mr. Byrne	Absent	Mr. Murray	Yea
Mr. Greenland	Yea	Mr. Sciarra	Yea
Mr. Barnabei	Yea	Mr. Morey	Absent
Mr. Hamlin	Absent	Mr. Vasser	Absent
Mr. Bumbernick	Yea		

**Motion moved and approved.**

The group affidavit was distributed and signed by all board members present.

Michaela Carlino discussed the 2024 GWTIDA Budget with the members of the board.

This was previously reviewed by the Finance Committee, and they agreed to all of the proposed changes to the budget. All agreed that the budget is balanced and would like to move forward as proposed.

Overall increase from 2023 budget to 2024 budget totals \$389,635, a 9.8% increase.

Michaela presented the budget with a 5-year average and a 3-year average to the Finance Committee. The committee determined that the 5-year plan is best, and they would like to continue working with a 5-year average.

Mr. Greenland thanked Ms. Carlino for a fantastic job. All of the hard work and effort that goes into this is very appreciated.

**Mr. Amenhauser read the following resolution into the minutes:**

**WHEREAS**, the Annual Budget for Greater Wildwoods Tourism Improvement and Development Authority for the fiscal year beginning January 01, 2024 and ending December 31, 2024 has been presented before the governing body of the Greater Wildwoods Tourism Improvement and Development Authority at its open public meeting of October 19, 2023; and

**WHEREAS**, the Annual Budget as introduced reflects Total Revenues of \$4,349,451.77, Total Appropriations including any Accumulated Deficit, if any, of \$4,390,109.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$40,657.23; and

**WHEREAS**, the Capital Budget as introduced reflects Total Capital Appropriations of \$0.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

**WHEREAS**, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

**WHEREAS**, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

**NOW, THEREFORE BE IT RESOLVED**, by the governing body of the Greater Wildwoods Tourism Improvement and Development Authority, at an open public meeting held on October 19, 2023 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Greater Wildwoods Tourism Improvement and Development Authority for the fiscal year beginning January 01, 2024 and ending December 31, 2024, is hereby approved; and

**BE IT FURTHER RESOLVED**, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

**BE IT FURTHER RESOLVED**, that the governing body of the Greater Wildwoods Tourism Improvement and Development Authority will consider the Annual Budget and Capital Budget/Program for Adoption on December 21, 2023.



**Mr. Bumbernick made a motion to approve the 2024 GWTIDA Tourism Budget as read into the minutes by Mr. Amenhauser, second by Mr. Murray.**

**Roll Call:**

Mr. Byrne	Absent	Mr. Murray	Yea
Mr. Greenland	Yea	Mr. Sciarra	Yea
Mr. Barnabei	Yea	Mr. Morey	Absent
Mr. Hamlin	Absent	Mr. Vasser	Absent
Mr. Bumbernick	Yea		

**Motion moved and approved.**

**D. Chairperson's Report**

Mr. Greenland discussed meetings attended throughout the month, and there were no questions.

Mr. Greenland asked that the board review the GWTIDA Committees List and let him know if anyone would like to join, stay, or be removed from any committee.

Mr. Greenland also noted that Mr. Byrne's term will expire in December of this year and he will not be accepting another term. We are also awaiting Mr. Patterson's replacement by the Borough of Wildwood Crest.

**Committee Reports:**

- **Advertising:** Mr. Rose stated that our SEO/Website maintenance contract expired on December 31, 2023. There will also be a steering committee formed to look at an online booking engine for our website. In addition, the marquee located at Rio and Ocean Avenue, which is not currently working on the south side so it has been shut down) is being reviewed by the committee.
- **Finance:** Mr. Greenland stated that the committee met and discussed both the GWTIDA Audit and Budget and has been previously covered during tonight's meeting.
- **Special Events:** Ms. Dougherty stated that the committee met and reviewed post-event reports and reviewed funding applications for the holidays, food & music festival. Moved from Columbus Day weekend to Roar to the Shore weekend. Total funding to date is \$505,975.49, with an additional \$340,000 in municipal event support, for a total of \$845,975.49.

**Old Business – None.**

**New Business – None.**

**Policies/Procedures – None.**

**Correspondence/Communication – None.**

**E. Executive Session – None.**

**F. Any matter of immediate attention**

Our next Board Meeting is scheduled for Thursday, November 16, 2023 at 6 p.m.

**G. Motion to Adjourn**

**Mr. Bumbernick made a motion to adjourn, second by Mr. Murray.**

**Roll Call:**

Mr. Byrne	Absent	Mr. Murray	Yea
Mr. Greenland	Yea	Mr. Sciarra	Yea
Mr. Barnabei	Yea	Mr. Morey	Absent
Mr. Hamlin	Absent	Mr. Vasser	Absent
Mr. Bumbernick	Yea		

**Motion moved and approved.**

Respectfully Submitted,



Frances Feketics  
Board Secretary