



## CITY OF NORTH WILDWOOD

Office of the City Clerk

901 Atlantic Avenue

North Wildwood, NJ 08260

(609)-522-2030 ext. 1400

### MEMO

TO: Mayor  
City Administrator  
Council President

FROM: W. Scott Jett  
City Clerk

DATE: November 18, 2016

RE: Friends of the Hereford Inlet Lighthouse Management Agreement

The above-referenced Agreement requires the Friends to submit an Annual Plan (including budget) by January 1 of each year for maintenance and operation of the Lighthouse. The Friends are also required to submit an Annual Report of the previous year's activities, etc. Submission of the Annual Report is required within the first 90 days of the new year.

The Friends have customarily submitted both the Annual Plan and the Annual Report together within the first 90 days of the new year. Thus, the Annual Reports for 2012, 2013 and 2014 were submitted in a timely manner; the Annual Plans for those years and 2015 were submitted late.

The Annual Report for 2015 and the Annual Plan for 2016 have NOT been submitted to my Office as of the date of this memorandum.

The required Certificate of Insurance for 2016, normally included with the Annual Plan, has not been submitted.

## Ronald Simone

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**From:** Ronald Simone <[rsimone@northwildwood.com](mailto:rsimone@northwildwood.com)>  
**Sent:** Wednesday, December 14, 2016 1:35 PM  
**To:** [prosenello@northwildwood.com](mailto:prosenello@northwildwood.com); William J Kaufmann  
([william.kaufmann@cafierolaw.com](mailto:william.kaufmann@cafierolaw.com)); [kyecco@northwildwood.com](mailto:kyecco@northwildwood.com);  
[szampirri@northwildwood.com](mailto:szampirri@northwildwood.com)  
**Cc:** [sjett@northwildwood.com](mailto:sjett@northwildwood.com)  
**Subject:** Friends of Lighthouse Reports Received 12/14/16 @ 12:30 p.m.  
**Attachments:** Friends of Lighthouse\_Report on Operations 2014, Annual Plan 2015.pdf; Friends of Lighthouse\_Report on Operations 2015, Annual Plan 2016.pdf

All:

As of December 14, 2016, Steve Murray of the Friends of the Hereford Inlet Lighthouse group has delivered the Report on Operations for 2014 and 2015, in addition to the Annual Plans for 2015 and 2016 to the North Wildwood Administration Office. For additional information on those reports, please see the attached. The original documents have been filed with our City Clerk, Scott Jett, W. to be put on the next Council meeting agenda.

Bill – As authorized by Mayor Rosenello and Administrator Yecco, please prepare a resolution for approval of those said plans accordingly, and update Scott Jett so that he may include the resolution on the agenda for our next Council meeting – Tuesday, December 20<sup>th</sup>, 10:00 a.m.

Kind regards,  
Ron

Ronald Simone  
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