

# CITY OF NORTH WILDWOOD

## NOTICE OF PROPOSED AGENDA OF COUNCIL MEETING

JULY 19, 2022 AT 10:00 AM

This is a proposed agenda which is subject to change by Mayor and Council without further notice.

**ROLL CALL.....FLAG SALUTE.....MOMENT OF SILENCE.**

**MINUTES:** APPROVAL OF MINUTES OF REGULAR MEETING OF JULY 5, 2022

**PROCLAMATION:** James Kane, 2022 NJ State Non-Public B Javelin Champion

### **COMMUNICATIONS:**

#### *Receive & File:*

NEW JERSEY TRANSIT, RE: Federal Financial Assistance, Public Comment Period to August 15

NEW JERSEY DEP, RE: CAFRA Permit, BG Capital, Seasonal Tourism Structures/Seaport Pier

#### *Approve & File:*

SPECIAL EVENT, RE: National Night Out, August 2

SPECIAL EVENT, RE: Heart of Surfing, August 6

SPECIAL EVENT, RE: National Lighthouse Day, August 7

#### *Approve & File With State:*

ANGLESEA IRISH SOCIETY, RE: Social Affair Permit Application, Boots @ Beach Festival, Sept. 16-18

ANGLESEA IRISH SOCIETY, RE: Social Affair Permit Application, Irish Fall Festival, Sept. 23-25

### **REPORTS:**

Various Depts.

### **ORDINANCES:**

Ord. 1882 (2<sup>nd</sup> Reading) – Amending Chapter 276, Land Development

Ord. 1883 (1<sup>st</sup> Reading) – Bond Ordinance Capital Improvements

Ord. 1884 (1<sup>st</sup> Reading) – Capital Improvement Ordinance

Ord. 1885 (1<sup>st</sup> Reading) – Amending Chapter 138, Beaches

### **RESOLUTIONS:**

1. Cancelling Amounts on Sewer Accounts (Leaks)
2. Return of Balance of Escrow Deposit – Ruoff/Gardner
3. Authorizing Reduction of 2022 Lease Payment for Hot Dog Vendor Location
4. Authorizing Advertisement of RFP for Communications Management Concession
5. Authorizing Application and Acceptance of NJDCA Grant – Firefighter Turnout Gear
6. Approving Adoption of Technology Practices Policy

**VOUCHER LIST/FINANCE:** Authorizing payment of all approved vouchers

### **COUNCIL:**

### **PUBLIC:**

### **ADJOURNMENT:**

**Next Regular Meeting: Tuesday, August 2, 2022 @ 10:00 AM**

**REGULAR MEETING  
JULY 5, 2022  
5:00 PM**

A regular meeting of the North Wildwood City Council was held in the evening of the above date in the City Hall. The President of Council stated, *"The meeting is now open. Adequate notice of this meeting has been provided by posting a copy of the notice of the time and place of this meeting on the City Clerk's bulletin board and by mailing a copy of the same to The Herald, The Press and Wildwood Leader on January 5, 2022."*

**ROLL CALL:** Present were Mayor Patrick Rosenello, President of Council Salvatore Zampirri, Councilpersons Margaret Bishop, David Del Conte, Kellyann Tolomeo, James Kane and Joseph Rullo. Councilman Edwin Koehler was present via telephonic conference call. Also present were City Administrator Nicholas Long, Solicitor Michael Donohue and Engineer Ralph Petrella.

**MINUTES:** On a motion by Bishop, seconded by Tolomeo, that the minutes of the regular meetings of June 8, 2022 and June 21, 2022 be approved. Carried, with Del Conte abstaining.

**COMMUNICATIONS:**

ATLANTIC COUNTY MUNICIPAL JIF

RE: 2019 Retrospective Program Update

On a motion by Tolomeo, seconded by Kane, that the above correspondence be received and filed. Carried.

OFFICE OF THE CITY CLERK

RE: Results of June 7, 2022 Primary Election

On a motion by Tolomeo, seconded by Kane, that the above correspondence be received and filed. Carried.

NEW JERSEY DEP

RE: CAFRA Permit, Charles Lafferty, 506 W.  
Spruce Avenue

On a motion by Tolomeo, seconded by Kane, that the above correspondence be received and filed. Carried.

NEW JERSEY DEP

RE: CAFRA Permit, Beach Creek Marina, 510 New  
York Avenue

On a motion by Tolomeo, seconded by Kane, that the above correspondence be received and filed. Carried.

NEW JERSEY DEP

RE: 2022 NJDEP Clean Communities Grant  
Awards (36,682.65)

On a motion by Tolomeo, seconded by Kane, that the above correspondence be received and filed. Carried.

US DEPARTMENT OF AGRICULTURE

RE: USDA Community Facilities Grant (\$28,400)

On a motion by Tolomeo, seconded by Kane, that the above correspondence be received and filed. Carried.

**REGULAR MEETING  
JULY 5, 2022**

CAPE MAY COUNTY MUA  
RE:

May 2022 Regional Pump Station Flow Report

On a motion by Tolomeo, seconded by Kane, that the above correspondence be received and filed. Carried.

**APPOINTMENTS:**

**Beach Patrol:**

Richard Giandrea	Lifeguard	7/7/22
Alia Rupponer	Lifeguard	7/7/22

**Fire Department:**

Daniel Lacca	Part-Time Firefighter/EMT	7/6/22
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**Recreation Department:**

Cody Conlin	Summer Recreation Aide	7/5/22
Leonardo Scarpato	Summer Recreation Aide	7/5/22
Brady Conlin	Summer Recreation Aide	7/5/22

**Department of Public Works:**

James Thompson	Laborer	7/8/22
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On a motion by Kane, seconded by Bishop, the above seasonal appointments be confirmed. Carried.

**UEZ Board:**

Nicholas Long	Board Member (unexpired term ending 12/31/22)
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On a motion by Kane, seconded by Bishop, the above appointment be confirmed. Carried.

**Finance Office:**

Robert Barber	Assistant Budget Examiner	7/5/22
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On a motion by Rullo, seconded by Kane, the roll being called with all voting in the affirmative, the above appointment was confirmed.

**ORDINANCES:**

**ORDINANCE NO. 1881** - On a motion by Kane, seconded by Del Conte, that Ordinance No. 1881 be placed on its second reading. Carried.

The City Clerk read Ordinance No. 1881 by its title, as required by Law, known as "*An Ordinance Amending And Supplementing Chapter 138, Beaches*".

This Ordinance has been published according to Law, posted on the City Clerk's bulletin board with copies available in the City Clerk's Office on request.

The President of Council stated this was the time and place to hold a public hearing on Ordinance No. 1881 and asked if anyone present had any objections to the passage of this Ordinance. Hearing none, he then asked the City Clerk if he had received any objections in writing, the City Clerk stated none, the President of Council declared the hearing closed.

**REGULAR MEETING  
JULY 5, 2022**

On a motion by Rullo, seconded by Bishop, that Ordinance No. 1881 be passed on its second reading and published according to Law, the roll being called, all voting in the affirmative, the President of Council declared Ordinance No. 1881 duly adopted.

**RESOLUTIONS:**

# 188-22

RE: Refund For Overpayment Of Sewer Taxes

The above resolution was offered by Tolomeo, seconded by Bishop, the roll being called, all voting in the affirmative, the President of Council declared the resolution duly adopted.

# 189-22

RE: Issuance Of Amusement Game Licenses - Cox

The above resolution was offered by Kane, seconded by Rullo, the roll being called, all voting in the affirmative, the President of Council declared the resolution duly adopted.

# 190-22

RE: Authorizing Contact Person For The  
Employment Practices Liability Attorney  
Consultation Service – Atlantic County  
Municipal Joint Insurance Fund

The above resolution was offered by Tolomeo, seconded by Del Conte, the roll being called, all voting in the affirmative, the President of Council declared the resolution duly adopted.

# 191-22

RE: Authorizing The City Of North Wildwood To  
Enter Into A Shared Services Agreement With  
The North Wildwood Board Of Education For  
Use Of The North Wildwood Community Center

The above resolution was offered by Kane, seconded by Rullo, the roll being called, all voting in the affirmative, the President of Council declared the resolution duly adopted.

# 192-22

RE: Urging Immediate Passage Of S-330/A-3804,  
Restoration Of Energy Tax Receipts Property  
Tax Relief Fund

The above resolution was offered by Rullo, seconded by Tolomeo, the roll being called, all voting in the affirmative, the President of Council declared the resolution duly adopted.

# 193-22

RE: Supporting An Appropriations And Levy Cap  
Exemption For A Three-Year Period Regarding  
Increases In Liability, Worker's Compensation,  
Cyber Liability And Property Insurance

The above resolution was offered by Rullo, seconded by Tolomeo, the roll being called, all voting in the affirmative, the President of Council declared the resolution duly adopted.

# 194-22

RE: Amending Resolution No. 53-22 – Authorizing  
Professional Services Contract With Lomax  
Environmental Consulting For As Needed  
Environmental Consulting Services

**REGULAR MEETING  
JULY 5, 2022**

The above resolution was offered by Rullo, seconded by Tolomeo, the roll being called, all voting in the affirmative, the President of Council declared the resolution duly adopted.

# 195-22

RE: Approval To Submit A Grant Application And  
Execute A Grant Agreement With The New  
Jersey Department Of Transportation For The  
Project Of Reconstruction Of Atlantic Avenue –  
Phase 2

The above resolution was offered by Kane, seconded by Tolomeo, the roll being called, all voting in the affirmative, the President of Council declared the resolution duly adopted.

**PRESENTATION: GOLD STAR MEMORIAL GATEWAY ENHANCEMENT PROJECT**

Engineer Jim Verna presented to Mayor and Council plans for a Gold Star Memorial Project to enhance the entrance to the City on Spruce Avenue. The local VFW has been pushing for the Gold Star Memorial and is raising money for it. This Gold Star Memorial would be the first one in the State of New Jersey. The old Triangle Restaurant lot, the current Veteran's Memorial lot, and potentially the old Heston's lot and the old George's Sunoco lot (although those two lots have some environmental issues) would be involved in this project. The Tower planned for the Triangle Restaurant lot would be 40 feet tall and have a fountain around it for beautification and to discourage anyone from climbing on the Tower. A few options have been presented for the Memorial and the City favors a hybrid option that encompasses the lots on both sides of Spruce Avenue. Phase 1 will take in all of the project except for the Heston's lot. The City has a \$400,000 DCA Grant that will cover the ADA aspects of the enhancements. It is hoped that the application will be considered by the County Open Space Board in August. Bids could be received in Spring 2023 with construction beginning in Autumn 2023.

# 196-22

RE: Authorizing The Filing Of An Application For  
Cape May County Open Space Program Funding  
For Gold Star Memorial And Gateway  
Enhancement Project

The above resolution was offered by Kane, seconded by Tolomeo, the roll being called, all voting in the affirmative, the President of Council declared the resolution duly adopted.

**FINANCE/VOUCHER LIST:**

On a motion by Tolomeo, seconded by Bishop, authorizing payment of all approved vouchers. Carried. As per Resolution #10-22, all bills listed below be paid and warrants drawn by the proper officers for the stated amounts.

Check #	Vendor Name	Net Amount
52543	MADISON BURKEY	100.00
52544	JULIA ELIZABETH BROWN	500.00
52545	RICKII ELANA DAVIS	150.00
52546	ANGLESEA VOLUNTEER FIRE CO #1	64,518.00
52547	MTS SOFTWARE SOLUTIONS, INC.	2,853.68
52548	BEATLEMANIA NOW INC	1,500.00
52549	ASBURY FEVER	1,200.00
52550	CAPE REGIONAL PHYSICIANS ASSC.	880.00
52551	CAPE MEDIATION SERVICES, INC.	565.47
52551	CAPE MEDIATION SERVICES, INC.	457.80
52552	COMCAST	395.00
52553	COMCAST	723.75
52554	THE CAMEOS, LLC	1,375.00

52555	CAPE 47 LUMBER	1,393.50
52556	LEGACY BAND	1,500.00
52557	CLEGG'S GARAGE INC	112.00
52558	CREST/NWW SHIRT SHOP, JAX, LLC	740.50
52559	DEVO & ASSOCIATES	752.00
52560	GREASEBAND INC	1,500.00
52561	GENERAL CODE ,LLC	3,980.00
52562	GARDEN STATE GENERAL CONST.	41,245.28
52563	JOYCEMEDIA	29.95
52564	K.O. SPORTS	2,202.00
52565	LIGHTS OUT MUSIC LLC	2,000.00
52566	MAACO AUTO PAINTING	1,010.00
52567	NW FIRE CO. #1	25,000.00
52568	YEAMON MUSIC, INC.	1,200.00
52569	ODELL MICKENS	1,500.00
52570	STEVEN J OR LYNN O'DONNELL	1,696.96
52571	RUSMIN OCEAN GARDENS CONDO	50.00
52572	RICHARD OR KERRI WEST	732.64
52573	ANGLESEA COLONY GARDENS II CON	6,493.25
52574	CRYSTAL ENTERTAINMENT, LLC	1,200.00
52575	CHRISTOPHER HALL	60.00
52576	ANDREA PETERMAN	175.00
52577	RENAE CATALONO	500.00
52578	JULIE BAKER	100.00
52579	CHIEF JOHN STEVENSON	216.41
52580	SHAW CRANE CO., INC	2,600.00
52581	SCHULER SECURITY INC	1,030.00
52582	Stefankiewicz & Belasco LLC	1,652.00
52583	TAYLOR OIL COMPANY	9,648.34
52584	U.S. POSTAL SERVICE (CMRS-FP)	10,000.00
52585	VERIZON WIRELESS	1,102.03
52586	VERIZON	7.18
52587	VILLAS NAPA AUTO PARTS	1,659.79
52588	WEST PAYMENT CENTER	204.53
52589	WB MASON CO INC	3,160.00
52590	KATHERINE MADDEN	60.00
52591	RONALD GELZUNAS	6,983.00
52592	JESSICA DONAHUE	245.00
52593	JAMES BURLEIGH	50.00
52594	ADAM MC GRAW	10.00
52595	NORTH WILDWOOD BD OF EDUCATION	4,000.00
52596	ERIC NEVIL	10.40
52597	JOE QUATTRONE	4,350.00
52598	rudco products co	19,564.00
52599	ROBERT CRAWFORD	450.00
52600	ISIAH DEGUZMAN	450.00
52601	JUAN GUZMAN	450.00
52602	ANDREW SMITH	450.00
52603	DAVID ZASLAVSKY	450.00
52604	LAURYN ATKINSON	510.00
52605	STEPHANIE L. TON	425.00
52606	STARR GENERAL CONTRACTING	7,375.00
52607	VAN NOTE-HARVEY ASSOCIATES	638.40
52608	WILLIAMS SCOTSMAN, INC	553.30
52609	CAIDEN BLACHARD	450.00
52610	JUSTIN RAAB	450.00
52611	JOSEPH CIAURRO	450.00
52612	NIKOLAS HILETZARIS	450.00
52613	LA RODRIQUEZ	450.00
52614	DANIEL DEVLIN	450.00

**REGULAR MEETING  
JULY 5, 2022**

**COUNCIL:**

**MAYOR AND COUNCIL** welcomed Councilman Del Conte back after a recent illness.

**CITY CLERK JETT** stated that a new Historical Marker has already been ordered for the old Heston gas station property, which was the site of the first Anglesea Railroad Station, built in 1884.

**PUBLIC:**

**BONNIE LEE BEHM**, 315 E. 9<sup>th</sup> Avenue, stated that the ParkeMobile app shows paid parking on side streets from Surf Avenue to Atlantic Avenue in addition to Surf Avenue.

**MAYOR ROSENELLO** stated that paid parking on those side streets west of Surf Avenue was never considered.

**BONNIE LEE BEHM** stated that there are no available parking spaces around City Hall in the summer time, especially for families that own undersized lots that do not have driveways. Could discounted parking permits be made available to the owners of undersized lots that do not have enough room to install driveways? The residential neighborhoods need help with parking in the summer. There were many empty spaces on Surf Avenue this past weekend but people are parking in the residential neighborhoods to avoid paying for the spaces on Surf Avenue. Please try to consider options for residential property owners. The parking problems were exacerbated by installing the parking meters on Surf Avenue. We need solutions in our neighborhood.

**MAYOR ROSENELLO** stated that giving out residential parking permits would not help the parking problem. The fact is that there are more cars than spaces in the City. If the City were to give permits to some property owners, they would need to be made available to all property owners. There are probably thousands of properties in the City that would qualify as 'undersized' lots. North Wildwood is the densest residential area in the State.

**FORREST FIDELL**, 309 E. 9<sup>th</sup> Avenue, stated that the landscaping in front of City Hall should have been made a parking lot instead. Parking in the area is a big problem in the summer. Maybe employees could park at the City-owned property on W. 5<sup>th</sup> Avenue. The west side of John F. Kennedy Beach Drive could have been used for diagonal parking. Please help our neighbors.

**DEBBIE O'CONNOR**, 317 E. 9<sup>th</sup> Avenue, stated that the Police Department could probably figure out a way to shuttle its summer employees from the W. 5<sup>th</sup> Avenue property. They take up spaces in the residential area. A shuttle program would help the City Hall neighborhood immensely. Please try. North Wildwood is great but parking is not a pleasant situation.

**ADJOURNMENT:**

On a motion by Tolomeo, seconded by Bishop, that there being no further business before Council, we do now adjourn. Carried. 5:56 PM.

**APPROVED:**

\_\_\_\_\_  
Patrick T. Rosenello, Mayor

**ATTEST:**

\_\_\_\_\_  
W. Scott Jett, City Clerk

*This is a generalization of the meeting of July 5, 2022 and not a verbatim transcript.*

**NEW JERSEY TRANSIT CORPORATION  
FISCAL YEAR 2022 REQUEST FOR FEDERAL FINANCIAL ASSISTANCE**

The New Jersey Transit Corporation (NJ TRANSIT), under the Infrastructure Investment and Jobs Act, (IIJA), Fixing America's Surface Transportation (FAST) Act, and under provisions of Moving Ahead for Progress in the 21st Century (MAP-21), gives notice of its intent to apply for Federal Fiscal Year 2022 federal financial assistance, Federal Fiscal Year 2021, Federal Fiscal Year 2020 and Federal Fiscal Year 2019 carryover funds from the following programs: \$525.833 million under 49 U.S.C. Section 5307 for operating and capital assistance; \$238.622 million under Section 5337 State of Good Repair; \$33.471 million under Section 5339 Bus and Bus Facilities; \$12.320 million under 49 U.S.C. Sections 5310 Enhanced Mobility of Seniors and Individuals with Disabilities and Section 5311 Rural Transportation Program; \$125.000 million under Full Funding Grant Agreement (FFGA); \$87.214 million of Federal Highway Authority; and \$0.470 million of Discretionary funding for a total of \$1.023 billion.

Federal operating funds will be matched as required with funds provided by the State of New Jersey and local recipients in conformance with Federal and State guidelines. NJ TRANSIT intends to provide the non-Federal share of capital projects through credit for toll revenues. The Federal Fiscal Year 2022 Federal program is described below.

**FISCAL YEAR 2022 FEDERAL PROGRAM  
Proposed Section 5307 Urbanized Area Formula Program  
(in Millions of Dollars)**

<b><u>PROJECT</u></b>	<b><u>FEDERAL</u></b>
ALP46A Electric Locomotive Overhaul	12.466
Capital Lease Payments	116.803
Cumberland County Bus Program	2.040
Elizabeth Intermodal Station Reconstruction	25.085
HBLRT Weehawken Tunnel Repairs	4.827
Lyndhurst Station Reconstruction	22.708
Mechanical Equipment Inspection Improvements	1.300
Network Resiliency	4.470
Newark Penn Station (Escalator/Elevator/Fire Ext.)	7.117
New Brunswick Escalator Upgrade and Inbound Platform Extension	2.551
Perth Amboy Intermodal ADA Improvements	10.695
Preventive Maintenance - Bus	196.899
Preventive Maintenance - Rail	87.846
Roselle Park ADA	2.860
SANDY Rsl 08MAS 4 ROC Unit Substations	6.420
SANDY Rsl 15R 4 MMC Building Perimeter Flood Protection Center	4.800
Track, Bridge, Mobility, and Capacity Improvements	1.350
Traction Power, Catenary, and Control System Improvements	1.500
West Summit Interlocking Improvement	14.096
<b>Total:</b>	<b>\$525.833</b>

**Proposed Section 5337 State of Good Repair  
(in Millions of Dollars)**

<b><u>PROJECT</u></b>	<b><u>FEDERAL</u></b>
ALP46A Electric Locomotive Overhaul	21.350
GP-40 Diesel Locomotive Overhaul (7)	23.435
Lackawanna Cutoff Port Morris Andover	40.671
Preventive Maintenance - Bus	0.623
Preventive Maintenance - Rail	146.907
RiverLine Light Rail Vehicle (LRV) Mid-Life Overhaul	5.636
<b>Total:</b>	<b>\$238.622</b>

**Proposed Section 5339 Bus and Bus Facilities  
(in Millions of Dollars)**

<b><u>PROJECT</u></b>	<b><u>FEDERAL</u></b>
Greenville Bus Garage	6.279
HQ-GOB Parking Lot Replacement – Design	8.645
Nabi Bus Overhauls	18.547
<b>Total:</b>	<b>\$33.471</b>

**Proposed Section 5310, 5311  
(in Millions of Dollars)**

<b><u>PROJECT</u></b>	<b><u>FEDERAL</u></b>
Local- Enhanced Mobility of Seniors and Ind.w/Disabilities	7.733
Local- Rural Transit Program Contracts	4.587
<b>Total:</b>	<b>\$12.320</b>



STATE OF NEW JERSEY  
DEPARTMENT OF ENVIRONMENTAL PROTECTION  
WATERSHED & LAND MANAGEMENT  
Mail Code 501-02A, P.O. Box 420, Trenton, New Jersey 08625-0420  
Telephone: (609) 777-0454 or Fax: (609) 777-3656  
www.nj.gov/dep/landuse



## PERMIT

<p>In accordance with the laws and regulations of the State of New Jersey, the Department of Environmental Protection hereby grants this permit to perform the activities described below. This permit is revocable with due cause and is subject to the terms, conditions, and limitations listed below and on the attached pages. For the purpose of this document, "permit" means "approval, certification, registration, authorization, waiver, etc." Violation of any term, condition, or limitation of this permit is a violation of the implementing rules and may subject the permittee to enforcement action.</p>		Approval Date <b>June 30, 2022</b>
		Expiration Date <b>June 29, 2027</b>
Permit Number(s): 0507-03-0009.2, LUP220001	Type of Approval(s): CZM GP22 Seasonal Tourism Structures	Governing Rule(s): N.J.A.C. 7:7-1.1(a)
Permittee: BG Capital LLC c/o Joseph Byrne 9310 Keystone Street Philadelphia, PA 19114		Site Location: Block(s) & Lot(s): [317.03, 1] Municipality: North Wildwood City County: Cape May
<p><b>Description of Authorized Activities:</b></p> <p>This document authorizes the placement of temporary seasonal beach amenities, including a bar; mobile food kitchen, water storage and gray water tank (to be removed from the beach daily); wood floor; seating; tables; fencing; and shade structures, in association with a commercial development on the parcel(s) referenced above.</p> <p>This project is authorized under and in conditional compliance with the applicable Coastal Zone Management Rules (N.J.A.C. 7:7-1.1 et seq.), as amended on October 5, 2021, provided that all conditions to follow are met.</p> <p><i>The Department has determined that the herein approved activities meet the requirements of the (FHACA/CZM) rules. This approval does not obviate the local Floodplain Administrator's responsibility to ensure all development occurring within their community's Special Flood Hazard Area is compliant with the local Flood Damage Prevention Ordinance, and minimum NFIP standards, regardless of any state-issued permits. FEMA requires communities to review and permit all proposed construction or other development within their SFHA in order to participate in the NFIP.</i></p>		
Prepared by:  Becky Mazzei		Received and/or Recorded by County Clerk:
If the permittee undertakes any regulated activity, project, or development authorized under this permit, such action shall constitute the permittee's acceptance of the permit in its entirety as well as the permittee's agreement to abide by the requirements of the permit and all conditions therein.		
<b>This permit is not valid unless authorizing signature appears on the last page.</b>		

### STATEMENT OF AUTHORIZED IMPACTS:

The authorized activities allow for the permittee to undertake impacts to regulated areas as described below. Additional impacts to regulated areas without prior Department approval shall constitute a violation of the rules under which this document is issued and may subject the permittee and/or property owner to enforcement action, pursuant to N.J.A.C. 7:7-29.

### PRE-CONSTRUCTION CONDITIONS:

1. Prior to the placement of any of the authorized structures, the permittee shall obtain approval under N.J.A.C. 7:36-25.13 from the NJDEP Green Acres Program.
2. On or before April 1<sup>st</sup> of each year, for the duration of the permit, the permittee shall submit for review and approval a revised site plan dated no more than 30 days prior to the submittal, including supplemental documents as appropriate, to the Department's Division of Land Resource Protection, [Becky.Mazzei@dep.nj.gov](mailto:Becky.Mazzei@dep.nj.gov), and the Office of Coastal Engineering, [Christopher.Constantino@dep.nj.gov](mailto:Christopher.Constantino@dep.nj.gov), showing the location of the beach berm area, compliance with N.J.A.C. 7:7-6.22(a)2 through 10, utility routes and depths, and identifying any changes from what was originally authorized.

### SPECIAL CONDITIONS:

1. The mobile food kitchen with sink, water storage and gray water tank must be removed from the beach daily, as indicated on the approved plan.
2. All structures authorized by this permit shall immediately be removed from the beach and relocated to a secure place any time the National Weather Service issues a Severe Weather Alert for the municipality in which the development is located, for significant weather events that would directly affect structures left on the beach, until the Severe Weather Alert is lifted.
3. The temporary structures authorized in this permit shall remain in place only from May 1<sup>st</sup> to Oct. 31<sup>st</sup> of each year. Removal of all temporary structures shall be completed by October 31<sup>st</sup> of each year, including removal of the fence. Pursuant to N.J.A.C. 7:7-6.22(a)1i, floor decking, open drink and food concession stand shells, and stage shells may remain in place on a year-round basis.
4. This permit does not authorize any excavation, grading, or filling on the beach.
5. For the purposes of this permit, the Department has determined that this project is not a Major Development as defined in the Stormwater Management rules at N.J.A.C. 7:8-1.2. Therefore, the Department did not review the proposed project for compliance with these rules.
6. This permit is issued subject to compliance with N.J.A.C. 7:7-27.2 Conditions that apply to all coastal permits.

#### *T&E Conditions*

1. If activity of rare beach-nesting shorebird species (i.e. State- or federally listed threatened or endangered species, or migratory shorebird species of special concern), or a State-/Federally listed endangered beach plant population, is discovered at or near the permitted limit of disturbance, work and recreational use of the area shall cease until the Permittee has coordinated with, and guidance on

habitat management practices can be issued by, the NJ Department of Environmental Protection and, potentially, the US Fish & Wildlife Service. Please note that this coordination may result in the need for the Permittee's adherence to provisions as necessary to protect this sensitive habitat (e.g., seasonal restriction on regulated activities). The Department reserves the right to suspend all regulated activities onsite should it be determined that the Permittee has not taken proper precautions to ensure continuous compliance with these conditions.

2. The permittee shall adhere to the provisions of the City of North Wildwood Beach Management Plan for the Protection of Federally & State-Listed Species (dated December 2018 or most current version adopted by the City and created in coordination with the United State Department of the Interior Fish & Wildlife Service New Jersey Field Office and the New Jersey Department of Environmental Protection Division of Fish and Wildlife Endangered and Nongame Species Program).

*Office of Coastal Engineering Conditions*

1. Any authorized buried structural support measures are to be treated as temporary and must be removed by the permittee or the City if determined to be in conflict with the beachfill during initial construction, periodic nourishment, and emergency FCCE nourishment, prior to those activities occurring.
2. All authorized structures and activities (including but not limited to the beach bar, the buried structural support measures, the utilities, etc) that are in conflict with the beachfill during initial construction, periodic nourishment, and emergency FCCE nourishment must be removed prior to these efforts.
3. During any future beach nourishment and maintenance activities, all occupations (including but not limited to the beach bar, the buried structural support measures, the utilities, etc) in conflict with the project must be completely removed, prior to those activities occurring, by the owner/operator or the City at no cost to US Army Corps of Engineers (USACE) or NJDEP- Office of Coastal Engineering:
4. In the event that the temporary occupations (including but not limited to the beach bar, the buried structural support measures, the utilities, etc) are not removed by the owner/operator, they may be removed by the governments' contractor, at no cost to USACE or NJDEP- Office of Coastal Engineering.
5. The permittee shall indicate all utility routes and the buried structural support measures on the permit plans and subsequent conditional compliance plans, including depth of burial.
6. All utilities and buried structural support measures must be clearly delineated and identifiable in the field at all times.
7. If any repairs or modifications to utilities or their routes or the buried structural support measures are required, the permittee must contact the Division of Land Resource Protection and the Office of Coastal Engineering for review and prior written approval.
8. Prior to the construction of the upcoming USACE beachfill, the permittee shall provide and maintain a minimum buffer of 10 feet between the seaward dune toe and any portion of the authorized project.
9. Following the construction of the upcoming USACE beachfill, the permittee shall provide and maintain a minimum buffer of 10 feet between the USACE seaward dune toe fencing and any portion of the authorized project.

10. The permittee shall not modify the dune height and width at any time during the temporary occupation.
11. The permittee shall not lower or lessen the beach berm elevation and width during the temporary occupation
12. Dune fence or beach grasses shall not be removed or destroyed during the temporary occupation
13. The permittee shall maintain and not alter any public access without the preapproval of all applicable local, State and Federal agencies, including NJDEP- Office of Coastal Engineering, NJDEP- Division of Land Resource Protection, and USACE.
14. No pilings or other permanent structures shall be placed within the federal beach template.
15. The site shall be restored to pre-occupation condition after the occupation ends seasonally.
16. The authorized structures shall not encroach upon the surrounding dune areas.

**STANDARD CONDITIONS:**

1. The issuance of a permit shall in no way expose the State of New Jersey or the Department to liability for the sufficiency or correctness of the design of any construction or structure(s). Neither the State nor the Department shall, in any way, be liable for any loss of life or property that may occur by virtue of the activity or project conducted as authorized under a permit.
2. The issuance of a permit does not convey any property rights or any exclusive privilege.
3. The permittee shall obtain all applicable Federal, State, and local approvals prior to commencement of regulated activities authorized under a permit.
4. A permittee conducting an activity involving soil disturbance, the creation of drainage structures, or changes in natural contours shall obtain any required approvals from the Soil Conservation District or designee having jurisdiction over the site.
5. The permittee shall take all reasonable steps to prevent, minimize, or correct any adverse impact on the environment resulting from activities conducted pursuant to the permit, or from noncompliance with the permit.
6. The permittee shall immediately inform the Department of any unanticipated adverse effects on the environment not described in the application or in the conditions of the permit. The Department may, upon discovery of such unanticipated adverse effects, and upon the failure of the permittee to submit a report thereon, notify the permittee of its intent to suspend the permit.
7. The permittee shall immediately inform the Department by telephone at (877) 927-6337 (WARN DEP hotline) of any noncompliance that may endanger public health, safety, and welfare, or the environment. The permittee shall inform the Watershed & Land Management by telephone at (609) 777-0454 of any other noncompliance within two working days of the time the permittee becomes aware of the noncompliance, and in writing within five working days of the time the permittee becomes aware of the noncompliance. Such notice shall not, however, serve as a defense to

enforcement action if the project is found to be in violation of this chapter. The written notice shall include:

- i. A description of the noncompliance and its cause;
  - ii. The period of noncompliance, including exact dates and times;
  - iii. If the noncompliance has not been corrected, the anticipated length of time it is expected to continue; and
  - iv. The steps taken or planned to reduce, eliminate, and prevent recurrence of the noncompliance.
8. Any noncompliance with a permit constitutes a violation of this chapter and is grounds for enforcement action, as well as, in the appropriate case, suspension and/or termination of the permit.
9. It shall not be a defense for a permittee in an enforcement action that it would have been necessary to halt or reduce the authorized activity in order to maintain compliance with the conditions of the permit.
10. The permittee shall employ appropriate measures to minimize noise where necessary during construction, as specified in N.J.S.A. 13:1G-1 et seq. and N.J.A.C. 7:29.
11. The issuance of a permit does not relinquish the State's tidelands ownership or claim to any portion of the subject property or adjacent properties.
12. The issuance of a permit does not relinquish public rights to access and use tidal waterways and their shores.
13. The permittee shall allow an authorized representative of the Department, upon the presentation of credentials, to:
  - i. Enter upon the permittee's premises where a regulated activity, project, or development is located or conducted, or where records must be kept under the conditions of the permit;
  - ii. Have access to and copy, at reasonable times, any records that must be kept under the conditions of the permit; and
  - iii. Inspect, at reasonable times, any facilities, equipment, practices, or operations regulated or required under the permit. Failure to allow reasonable access under this paragraph shall be considered a violation of this chapter and subject the permittee to enforcement action.
14. The permittee shall not cause or allow any unreasonable interference with the free flow of a regulated water by placing or dumping any materials, equipment, debris or structures within or adjacent to the channel while the regulated activity, project, or development is being undertaken. Upon completion of the regulated activity, project, or development, the permittee shall remove and dispose of in a lawful manner all excess materials, debris, equipment, and silt fences and other temporary soil erosion and sediment control devices from all regulated areas.
15. The permittee and its contractors and subcontractors shall comply with all conditions, site plans, and supporting documents approved by the permit.

16. All conditions, site plans, and supporting documents approved by a permit shall remain in full force and effect, so long as the regulated activity, project, or development, or any portion thereof, is in existence, unless the permit is modified pursuant to the rules governing the herein approved permits.
17. The permittee shall perform any mitigation required under the permit in accordance with the rules governing the herein approved permits.
18. If any condition or permit is determined to be legally unenforceable, modifications and additional conditions may be imposed by the Department as necessary to protect public health, safety, and welfare, or the environment.
19. Any permit condition that does not establish a specific timeframe within which the condition must be satisfied (for example, prior to commencement of construction) shall be satisfied within six months of the effective date of the permit.
20. A copy of the permit and all approved site plans and supporting documents shall be maintained at the site at all times and made available to Department representatives or their designated agents immediately upon request.
21. The permittee shall provide monitoring results to the Department at the intervals specified in the permit.
22. A permit shall be transferred to another person only in accordance with the rules governing the herein approved permits.
23. A permit can be modified, suspended, or terminated by the Department for cause.
24. The submittal of a request to modify a permit by the permittee, or a notification of planned changes or anticipated noncompliance, does not stay any condition of a permit.
25. Where the permittee becomes aware that it failed to submit any relevant facts in an application, or submitted incorrect information in an application or in any report to the Department, it shall promptly submit such facts or information.
26. The permittee shall submit written notification to the Bureau of Coastal and Land Use Compliance and Enforcement, 401 East State Street, 4th Floor, PO Box 420, Mail Code 401-04C, Trenton, NJ 08625, at least three working days prior to the commencement of regulated activities.
27. The permittee shall record the permit, including all conditions listed therein, with the Office of the County Clerk (the Registrar of Deeds and Mortgages, if applicable) of each county in which the site is located. The permit shall be recorded within 30 calendar days of receipt by the permittee, unless the permit authorizes activities within two or more counties, in which case the permit shall be recorded within 90 calendar days of receipt. Upon completion of all recording, a copy of the recorded permit shall be forwarded to Watershed & Land Management at the address listed on page one of this permit.

**APPROVED PLAN(S):**

The drawing(s) hereby approved consist of one sheet(s) prepared by Engineering Design Associates, dated June 24, 2020, last revised March 23, 2022, and entitled:

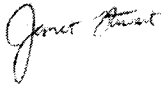
“NJDEP COASTAL GENERAL PERMIT #22 PLAN, BLOCK 317.03, LOT 1, CITY OF NORTH WILDWOOD, CAPE MAY COUNTY, NEW JERSEY.”

**APPEAL OF DECISION:**

Any person who is aggrieved by this decision may submit an adjudicatory hearing request within 30 calendar days after public notice of the decision is published in the DEP Bulletin (available at [www.nj.gov/dep/bulletin](http://www.nj.gov/dep/bulletin)). If a person submits the hearing request after this time, the Department shall deny the request. The hearing request must include a completed copy of the Administrative Hearing Request Checklist (available at [www.nj.gov/dep/landuse/forms.html](http://www.nj.gov/dep/landuse/forms.html)). A person requesting an adjudicatory hearing shall submit the original hearing request to: NJDEP Office of Legal Affairs, Attention: Adjudicatory Hearing Requests, Mail Code 401-04L, P.O. Box 402, 401 East State Street, 7th Floor, Trenton, NJ 08625-0402. Additionally, a copy of the hearing request shall be submitted to the Director of Watershed & Land Management at the address listed on page one of this permit. In addition to your hearing request, you may file a request with the Office of Dispute Resolution to engage in alternative dispute resolution. Please see [www.nj.gov/dep/odr](http://www.nj.gov/dep/odr) for more information on this process.

If you need clarification on any section of this permit or conditions, please contact Watershed & Land Management's Technical Support Call Center at (609) 777-0454.

Approved By:



Digitally signed by Janet Stewart  
Date: 2022.06.30 15:51:48 -04'00'

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Janet Stewart, Manager  
Bureau of Coastal Permitting  
Watershed & Land Management

- c: Municipal Clerk, North Wildwood City  
Municipal Construction Official, North Wildwood City  
Agent (original) – Lyndsy M. Newcomb



**NDEP COASTAL GENERAL PERMIT #22 PLAN**  
BLOCK 317.03, LOT 1  
CITY OF NORTH WILDWOOD  
CAPE MAY COUNTY, NEW JERSEY

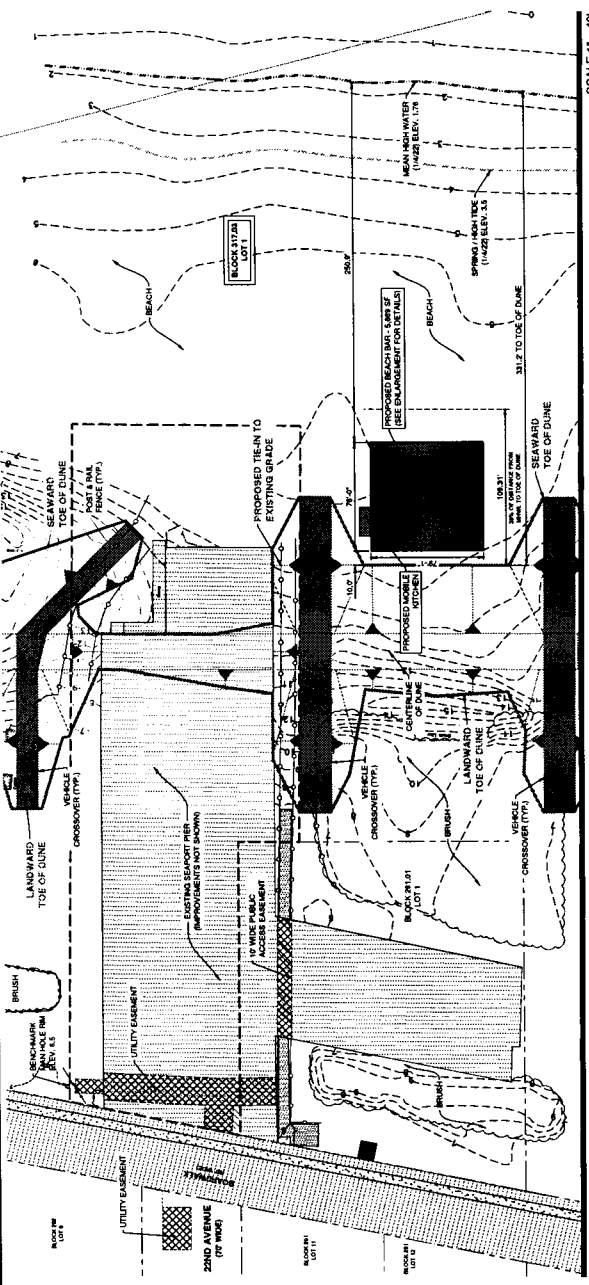
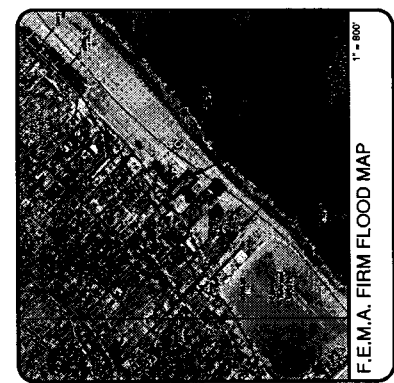
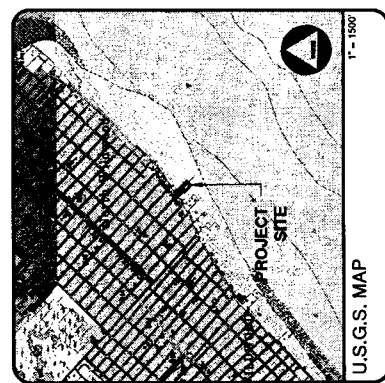
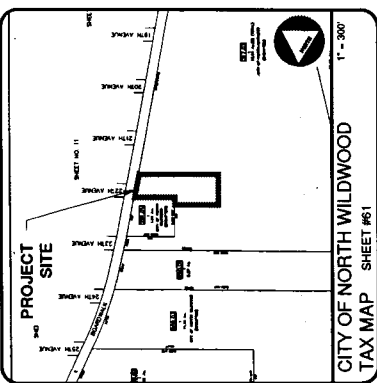
**VINCENT C. ORLANDO**  
PROFESSIONAL ENGINEER  
N.J.P.E. #100000000  
Vincent Orlando

THIS PLAN OR DOCUMENT DOES NOT CONSTITUTE A PROFESSIONAL ENGINEERING DESIGN OR A PROFESSIONAL ENGINEERING CALCULATION. IT IS THE RESPONSIBILITY OF THE CLIENT TO OBTAIN A PROFESSIONAL ENGINEERING DESIGN OR A PROFESSIONAL ENGINEERING CALCULATION FROM A LICENSED PROFESSIONAL ENGINEER.

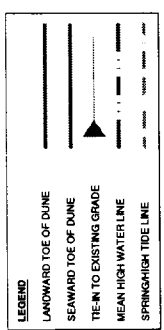
REVISION	DATE	BY
REV. PER NDEP	3/25/22	MAJ
REV. PER NDEP	3/25/22	MAJ
REV. PER NDEP	3/25/22	MAJ



DATE: 6/30/22	DRAWN BY: MAJ
SCALE: AS NOTED	CHECKED BY: VCO
PROJECT # 4871	SHEET 1 OF 1

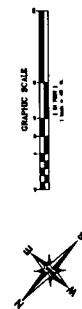


SCALE 1" = 40'

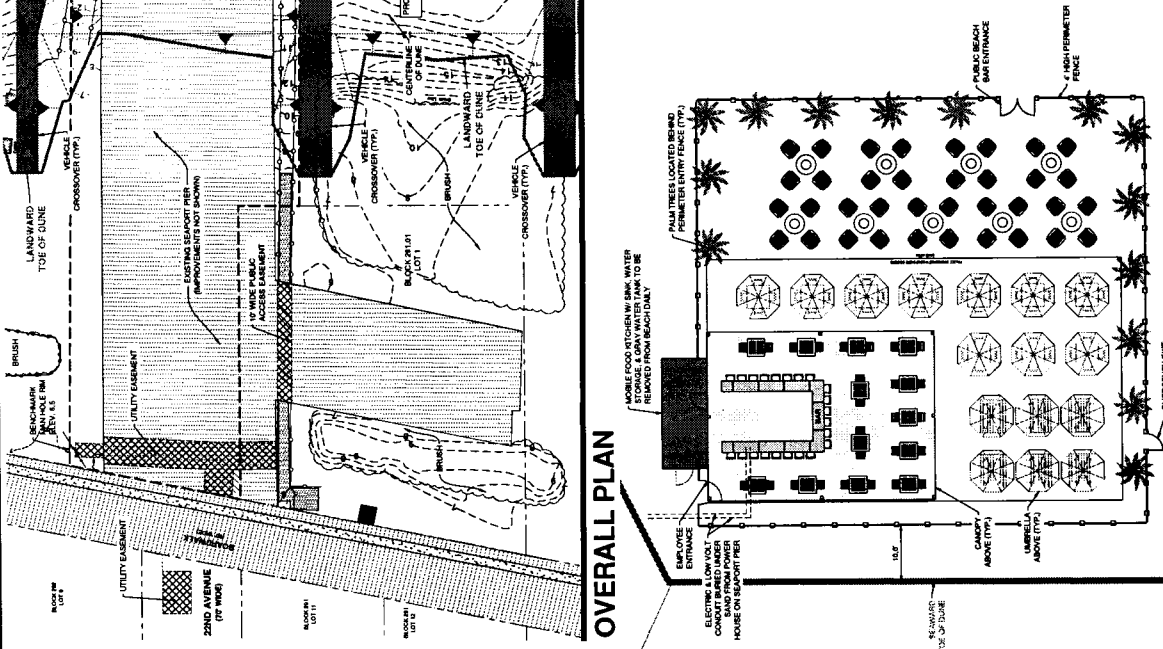


**GENERAL NOTE:**

1. Applicant: BG Capital, LLC c/o Joe Byrne  
9310 Keystone Street  
Philadelphia, PA 19114
2. The project site is known as Block 317.03, Lot 1 as shown on the City of North Wildwood Tax Map, Plate #61.
3. It is the intent of the applicant to construct a Beach Bar at the existing "Seaport Pier". The Beach Bar is to include one (1) bar, one (1) mobile food kitchen and multiple seating areas & shade structures.
4. Outbound and Topographic Information taken from plan entitled "Beach Topography" situated in portions of Block 291.01 Lot 1 and Block 317.03 Lots 1 & 1.01, City of North Wildwood, Cape May County, NJ. Plan prepared by The Martelli Group, LLC - George Sherman, N.J.P.E. #15, dated 02/20/20 & revised through 1/5/2022.
5. Landward & Seaward Toe of Dune 2. The site as shown on plans entitled "Wildwood Beachfill Initial Construction" Herndon Hill to Cape May Inlet, Cape May County, NJ prepared by the U.S. Army Corps of Engineers dated 2/6/2018.
6. Elevations are in feet and refer to NAVD 88 Datum.



**CAFRA COASTAL GENERAL PERMIT #22 PLAN**



NOTE: ALL PROPOSED ON-SITE FEATURES ARE REMOVABLE IF REQUIRED

SCALE 1" = 10'

**ENLARGEMENT PLAN**

EDA Engineers - Landscape Architects - Planners



# City of North Wildwood Special Event Application Form

Name of Event: NATIONAL NIGHT OUT

Date of Event: 8/2/22 Date of Application: 6/14/22

Type of Event (check one)

- ☐ Parade / Procession 
 ☒ Festival ☒ 1 Day ☐ multi-day 
 ☐ Block Party 
 ☐ Bonfire
- ☐ Craft Show ☐ 1 Day ☐ multi-day 
 ☐ Walk / Run (1K-5K-10K) / Triathlon / Bike / Marathon / Race
- ☐ Ceremony / Celebration / Demonstration 
 ☐ Polar Plunge / Water Event 
 ☐ Car Show
- ☐ Film / Photography 
 ☐ Stage Request Only 
 ☐ Other: \_\_\_\_\_

The City of North Wildwood requires all organizations, corporations, and/or individuals planning to stage an event file an official application with the Recreation & Tourism Department. This application must be fully completed, signed, and forwarded to the Recreation & Tourism Department 90 days in advance of the event date unless waived by the Mayor and/or governing body.

(City Code 382-23) A "special event" is an event sponsored by an organization who desires to use portion of the public streets or other public property, or avail itself of public facilities. Such event must be sponsored by a corporation (nonprofit or for profit), authorized to do business in the State of New Jersey, a nonprofit civic association, a charitable association, a religious association or any other association of persons. Special events shall include, by way of example and not by way of limitation, such events as parades, festivals, craft fairs, art shows, athletic contests, running races, bicycle races, fund raising events and similar events of which may include entertainment.

(City Code 382-24) There shall be an application fee charged to each organization, excluding municipal operations, operating a special event in the sum of **\$25.00 for non-profit and \$50.00 for for-profit** entities.

All applications will have a 30-day review. Some may require a 14 day and 7 day review prior to their event.

## SECTION 1 – ORGANIZATION INFORMATION

- 1) Name of Organization: NATIONAL NIGHT OUT
- 2) Address of Organization: 901 ATLANTIC AV, N. WILDWOOD, NJ 08260
- 3) Purpose of Organization: TO STRENGTHEN CITY / COMMUNITY PARTNERSHIP
- 4) How many members are in your organization: 50
- 5) Is your organization tax exempt: (please circle) YES NO Is this a non-profit event YES NO
- 6) NJ Registered Charitable Organization#: \_\_\_\_\_ Tax ID#: 26-2825210

## SECTION 1 – ORGANIZATION INFORMATION CONT

### 1) Organizer Contact Information:

Name of Event Chairperson / Organizer JOHN STEVENSON	
Title POLICE CHIEF	Cell Phone 609-374-2440
Address / City / State / Zip 901 ATLANTIC AV, N. HILCOWOOD, NJ 08260	
Email jstevenson@nwpd.org	

Name of Event Chairperson / Organizer	
Title	Cell Phone
Address / City / State / Zip	
Email	

## SECTION 2 – APPLICATION AUTHORIZATION

I, CHIEF JOHN STEVENSON, the undersigned state that I am the duly  
Name of Applicant

authorized representative of the NATIONAL NIGHT OUT  
Name of Organization

in addition, the information provided in this application is correct to the best of my knowledge. I understand that some of the information is preliminary in nature and I will provide updated information as it becomes available. I further agree to abide by changes made to the proposed event as indicated when so granted.

 #234  
Applicant Signature

6/14/22  
Date

### SECTION 3 – EVENT INFORMATION

1) Official Name of Event: CHT of NORTH WOODWOOD NATIONAL NIGHT OUT

2) Location of Event (please list city venue requirements by day date): BILL HENRY PARK

3) Describe Event Activities: DISPLAYS FROM CHT DEPTS, OTHER AGENCIES, FOOD, MUSIC, RACES, GAMES, PRIZES

4) Will the event be held for the sole purpose of advertising any product, goods, or event: YES ☒ NO

5) If yes, describe in detail: \_\_\_\_\_

6) Will alcohol be served or sold by event organizers or others: YES ☒ NO

A) Do you have a ABC/Social Affairs Permit: YES NO

B) Are you requesting approval for open display of alcohol: YES NO

C) Designated Hours for open display of alcohol: \_\_\_\_\_

D) Designated Location of open display of alcohol: \_\_\_\_\_

E) Other Conditions: \_\_\_\_\_

**If alcohol is being sold at the event, the organizer is responsible to identify patrons of legal age to consume alcohol and provide the patron with a wristband after identification was properly checked.**

8) Rain Date or Delayed Starting Time: \_\_\_\_\_

9) Schedule Details: (Include a copy of program schedule timeline description of events)

	1 <sup>st</sup> Day	2 <sup>nd</sup> Day	3 <sup>rd</sup> Day	4 <sup>th</sup> Day
Day of the Week (SU,M,TU,W,TH,F,SA)	TU			
Date (MM/DD/YY)	8/2/22			
Set-Up (00:00AM/PM)	10:00 AM			
Event Starts (00:00 AM/PM)	5:30 PM			
Event Ends (00:00 AM/PM)	8:30 PM			
Clean-Up (00:00 AM/PM)	8:30 PM			

### SECTION 3 – EVENT INFORMATION CONTINUE

10) Will the event require site to remain in place overnight, or will the site be broken down each night (partially or completely) Explain: STAGE WILL REMAIN OVERNIGHT

11) Describe how you plan to provide security for the event: NWPD

a) Private Security Company (name address contact person/phone): \_\_\_\_\_

12) If an event management company is contracted to handle the event, please provide the following information:

Company Name: N/A

Address: \_\_\_\_\_ City/ST/Zip: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Portion/s of event that the company is responsible for: \_\_\_\_\_

### **ALL EVENTS MUST SUBMIT A DETAILED SITE PLAN**

Site plan should include port-a-pots, vendors, stage(s), electrical hook-ups, road closings, etc.

### SECTION 4 – INSURANCE REQUIREMENTS

1) Name of Insurance Company: JIF

Policy Number: \_\_\_\_\_

Limits of Liability: \_\_\_\_\_

Events are required to provide the City of North Wildwood with a Certificate of Insurance indicating the continuation of insurance coverage and designating the City of North Wildwood as an **"Additionally Insured."**

**A copy of the Additional Insured Endorsement page(s) must be provided with the certificate.**

# **CERTIFICATE OF INSURANCE**

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Evidence of financial responsibility from event chairperson, organization and others with whom the City of North Wildwood does business is required. Evidence should be in the form of a document that is issued by an insurance company or their authorized representative, which spells out the insurance coverage in force at the dates and times the special event will occur. It does not serve as a binder and does not confer rights upon the holder. The policy must be current and not expire before or on the dates of the event.

The Director of Tourism and Special Events, City Administrator or City of North Wildwood Mayor and Council may refuse to grant the use of permission to execute the Special Event whenever in their judgment there is good reason why permission should be refused. They shall not be required to give a reason for such refusal.

**Individuals** – Block Parties or any other oriented parties

**Non-Profit/Charitable Groups** – Civic Groups, Social Groups, Support Groups or any other group that does not gain profits.

**Commercial Rental** – Any organization that is for profit (i.e. Associations, Corporations, Partnerships, etc. ...)

## **I. INDIVIDUALS**

- A. General Liability Limit \$100,000  
Evidence that the individual has comprehensive personal liability insurance in force is required to use any City of North Wildwood property or facility. This would be in the form of Homeowners, Condo, or Tenant's policy where the personal liability coverage is included along with other coverage for the individual. A copy of the policy needs to be kept on file with the Special Event Application as evidence of coverage.

## **II. NON-PROFIT/CHARITABLE GROUPS**

- A. General Liability Limit \$1,000,000  
B. City of North Wildwood, N.J. named as "**Additional Insured**" with Endorsement page(s)  
C. Executed Hold Harmless Agreement required with Special Event Application. The Special Event shall not be allowed to occur or use the City of North Wildwood until it has obtained the insurance required under this contract. All coverage shall be with insurance carriers licensed and admitted to do business in the State of New Jersey and acceptable to the City of North Wildwood. If the organization/individual contracts with a vendor, evidence of adequate insurance coverage will need to be secured from them.

## **III. COMMERCIAL (FOR PROFIT) GROUPS**

- A. Commercial General Liability Limit \$1,000,000  
Combine Single Limit of Liability for Bodily Injury and Property Damage.  
B. City of North Wildwood, N.J. named as "**Additional Insured**" with Endorsement page(s)  
C. Executed Hold Harmless Agreement required with Special Event Application. The Special Event shall not be allowed to occur or use the City of North Wildwood until it has obtained the insurance required under this contract. All coverage shall be with insurance carriers licensed and admitted to do business in the State of New Jersey and acceptable to the City of North Wildwood. If the organization/individual contracts with a vendor, evidence of adequate insurance coverage will need to be secured from them.

## STAGE / REVIEWING STAND REQUEST

Stage Costs: ☐ Stage 20' x 24' ☐ Stage 24' x 24' ☒ Stage 24' x 24' with Banner Frame

A) Street Use - \$750.00 (*Street Venues*) Beach Use - \$1,000.00 (*Beach Venues*)

Reviewing Stand Costs: ☐ Reviewing Stand 8' x 14'

B) Street Use - \$250.00 (*Street Venues*) Beach Use - \$500.00 (*Beach Venues*)

C) Lights-Electricians: There is an additional \$250 for electrical set-up

D) Call In: additional \$250 charge, if workers need to be called in to break down stage and/or secure in place due to bad weather, heavy rain, winds more than 30mph, etc.

E) Special Set-up: additional \$250 charge, if workers need to come back and set-up outside of normal working hours for the Department of Public Works.

F) Banners for banner frame must be supplied to DPW 48 hours prior to event. Organizer is responsible to collect banners following stage dismantle. Describe banners/signs in detail (*please attach a photo or layout*):

G) Foul Weather, Heavy Rain, High Wind (*Over 30 MPH*)

This person is the sole event manager to cancel or postpone stage usage with consultation from the Director of Public Works or designee.

Coordinator: \_\_\_\_\_ Cell #: \_\_\_\_\_

**SITE PLAN SHOULD INCLUDE LOCATION, STAGE DIRECTION, ETC.**

	1 <sup>ST</sup> DAY	2 <sup>ND</sup> DAY	3 <sup>RD</sup> DAY	4 <sup>TH</sup> DAY
Day of the Week (SU,M,TU,W,TH,F,SA)	TU			
Date (MM/DD/YY)	8/2/22			
Delivery/Removal (00:00AM/PM)	10:00 AM			
Set-Up (00:00AM/PM)	10:00 AM			
Event Starts (00:00 AM/PM)	5:30 PM			
Event Ends (00:00 AM/PM)	8:30 PM			
Break-Down (00:00 AM/PM)	8:30 PM			

## FESTIVAL 1 DAY OR MULTIPLE DAYS

1) Location (list any street closing): BLOCKS AROUND HENRY PARK

2) Number of Non-Food Vendor Spaces: \_\_\_\_\_ Number of Food Vendor Spaces: \_\_\_\_\_

3) List of Vendors and Contact Numbers—fully updated list must be turned in one week prior to event.

**(NOTE: All vendor applications, fire permits and fees should be collected by the event organizer and distributed to appropriate department(s) at one time.**

**Food Vendors must meet the requirements of the Cape May County Board of Health)**

4) Location of Stages / Performance Areas (site plan): SAME AS PREVIOUS YEAR

5) Type of Entertainment / Music: BAND / D.J.

a program schedule—may submit draft version—final version must be turned in 1 week prior to event

\*Attach

6) Are Vendor fees charged: YES ☒ NO Amount: \$ \_\_\_\_\_

7) Purpose of the fees and beneficiary: \_\_\_\_\_

8) Special Guests (i.e., Mascot, Politician, Musician, Controversial, Actor, Actress, etc.): \_\_\_\_\_

9) These items are **PROHIBITED** in the Festival Area:

- Any Glass Bottles and Glass Containers served at festival sites
- Any type of Back Packs
- Any type of Coolers

## PUBLIC WORKS

1) Are NW trash/recycling receptacles and removal requested:

Is the event organization ordering the Dumpsters:

Number Requested: Trash- \_\_\_\_\_ Recycling can/bottles- \_\_\_\_\_

☒ YES

YES

☐ NO

NO

Dumpsters- \_\_\_\_\_

### VENDOR COORDINATOR PLEASE ATTACH A RECLYING/TRASH PLAN

- All trash from set-up to clean-up must be removed and placed in the dumpsters provided. No stockpiling of trash behind space.
- Walkways behind vendors must be kept clear of all obstructions at all times.
- In cooking areas, the complete floor space must be covered with approved material to protect the ground surface, for example, tar paper.
- Water is available at the sink location. All grey water must be contained and disposed of in containers at the sink location. No dumping of any water in the event area is allowed.
- Before festivals, maps will be provided indicating locations of trash and recycle dumpsters, grey water, and grease disposal.
- Cardboard boxes intended for disposal must be broken down. All cardboard must be put into dumpsters designated for cardboard.

**Improper disposal of any material (including grey water, trash, garbage, and recyclables) – will be subject to legal action for violations under Ordinance #374-19.5.**

The information above needs to be distributed by the Event Organizer to all vendors prior to and during the event on their own stationary.

Name of person responsible for distributing information to vendors: \_\_\_\_\_

2) Do you request the use of any portable equipment from Public Works:

YES

NO

(Please write an amount next to each requested item)

Traffic Cones- 200 Fencing- 75 pc Street Barrels- \_\_\_\_\_ Eating Tables- \_\_\_\_\_

Additional Equipment Requested \_\_\_\_\_

3) Restrooms/Port-a-Pots: Will your event direct people to public restrooms-

☒ YES

☐ NO

Will your event use portable toilets/trailers-

YES

☐ NO

Is the event organizer ordering toilets/trailers-

YES

☐ NO

If yes, how many will be used: \_\_\_\_\_

Name of company: \_\_\_\_\_

Contact Person/Cell: \_\_\_\_\_

**Note: One toilet for every 500 people is requested for events lasting over 2 hours – an appropriate number of these toilets should be handicapped accessible.**

4) Will your event have any temporary structures, fences, or fixtures:

☒ YES

☐ NO

Anchors, pins, spikes or other materials are strictly prohibited in asphalt, boardwalk, and/or concrete to secure objects.

If so, please describe in detail: \_\_\_\_\_

Event Organizer is required to contact the Construction office for permits. 609 522 2030 ext. 1560

The City of North Wildwood will not allow any markings and/or painting of the streets, sidewalks, boardwalks, and parking lots, except those made by approved marking devices. Call the Dept. of Public Works to arrange for an appointment with the Director of Public Works prior to the event to submit marking devices for approval. If unapproved marking devices are used, the event/organization will be charged with the cost of removing and restoring to prior to event status. In addition, this department will likely not approve this organization's future events.

Respectfully,

Doug Nordberg, Director of Public Works

## RECREATION & TOURISM DEPARTMENT

1) Do you anticipate the need for Rec/Tour Dept. staff to support your event: YES NO

If yes, how many- 5

Purpose: ASSIST w/ GAMES AS IN PAST YEARS

2) Will you require the use of Recreation Dept. Facilities (Rec Center/Parks): YES NO

If yes, please describe in detail (include dates/times)- HENFEY PARK

3) Will you require the use of Recreation Dept. portable equipment: YES NO

(Please write an amount next to each requested item)

Bleachers- ✓ Coolers- \_\_\_\_\_ Chairs (folding)- \_\_\_\_\_ Tables- \_\_\_\_\_ Chairs (ceremony)- \_\_\_\_\_

Sound System (2 or 4 speakers) w/ microphone- \_\_\_\_\_ Podium- \_\_\_\_\_ Tents- \_\_\_\_\_ Signs- \_\_\_\_\_  
circle one

Additional Equipment- TENTS

	1 <sup>ST</sup> DAY	2 <sup>ND</sup> DAY	3 <sup>RD</sup> DAY
Day of the Week (SU,M,TU,W,TH,F,SA)	<u>TU</u>		
Date (MM/DD/YY)	<u>8/2/2</u>		
Equipment Requested			
Set-Up (00:00 AM/PM)	<u>10:00 AM</u>		
Break-Down (00:00 AM/PM)	<u>8:30 PM</u>		
Location:	<u>HENFEY PARK</u>		

4) Does the publicity plan for this event include any of the below: YES NO

☒ Posters ☒ Website ☒ Social Media ☐ Radio ☐ TV ☒ Newspaper/Publication ☐ Other

5) List any planned Print/Radio/TV Advertising: PRESS RELEASE

Include copies of any direct mail/invitations/email/internet/posters/press releases/media kit being sent out

## BUILDINGS, GROUNDS & PARKS DEPARTMENT

1) Will any object, such as tent posts or signs be driven into the ground: YES ☒ NO  
(If yes, please consult with B.G. & P. Dept. to avoid damaging the irrigation system)

2) Will the event require the closure of any park / City area to the general public: YES ☒ NO

If yes, please describe in detail: HENFEL PARK

3) Will the boardwalk be used to secure any items (tents, signs or any other type of structure): YES ☒ NO

If yes, please describe in detail: \_\_\_\_\_

4) Will you have any vehicles on the boardwalk (Weight limit of 5000 lbs.): YES ☒ NO  
(Vehicles are restricted to the Tram Path only)

If yes, please describe in detail: \_\_\_\_\_

5) Will your event have any electrical needs: YES ☒ NO  
(Please attach a separate page for number of hook-ups needed at vendor locations and the electrical layout)  
Will you have any sound / lighting equipment: YES ☒ NO  
Will you be using a lighting or sound contractor: YES ☒ NO

Contractor Information: \_\_\_\_\_

6) Overhead banners, banner flags and/or signs installed on City property

(Please request a banner specifications sheet with your application. All banners need City approval before being created and displayed. Organizer is responsible to collect banners following the event)

- a) Overhead Banners should be professionally made and measure 40 feet in length by 3 feet in width
- b) To get maximum display use; heavy duty grommets should be 16 inches apart and wind flaps cut and stitched in banner, should be constructed to last 2-4 weeks of display in the wind
- c) Banner Flags (10 poles) should be 5 feet in length by 30 inches wide (display should be 53" long)
- d) Welcome Area Billboard is 8 feet in length by 12 feet in width

7) Describe banners/signs in detail with proper wording (please attach a photo layout): \_\_\_\_\_

8) Electrical service fees shall be paid by the vendor:

(Please attach a separate page for number of hook-ups needed at vendor locations and the electrical layout)

- A) \$35 per event for ONE twenty-amp      \$50 per event for ONE thirty-amp
- \$75 per event for ONE fifty-amp

B) Extra circuits will be provided only if there is a surplus of circuits after all vendors who have paid for electrical service have been provided with electrical service and thereafter will be provided on a first-requested and paid/first-provided basis.

C) Any service calls to a vendor that is necessitated by an overloaded circuit will result in the vendor being assessed an additional \$70 fee, which sum is payable in the advance of the restoration of electrical service to the vendor.

# NORTH WILDWOOD BEACH PATROL

1) What location(s) of the beach/ocean will be used and for what purpose: N/A

2) Do you anticipate the need for NWBP staff to support your event: YES NO

If yes, how many- 2 Purpose: ASSIST w/ NWBP DISPLAY AS  
IN PAST YEARS

3) Will you require the use of NWBP Facilities, Vehicles, or Equipment: YES NO  
(If yes, please describe in detail, include dates and times)

	1 <sup>st</sup> DAY	2 <sup>nd</sup> DAY	3 <sup>rd</sup> DAY
Day of the Week (SU,M,TU,W,TH,F,SA)			
Date (MM/DD/YY)			
Equipment Requested			
Set-Up (00:00 AM/PM)			
Break-Down (00:00 AM/PM)			
Location:			

## CITY CLERK OFFICE

1) Number of Non-Food Vendor Spaces: \_\_\_\_\_ Number of Food Vendor Spaces: \_\_\_\_\_  
(Final Vendor list must be turned in 1 week prior to event date)

(Organizer is responsible for obtaining vendor permits from Clerk's office & distributing vendor permits to vendors before inspection)

Vendor Fees	1 Day	2 Day	3 Day
First Year Fee	\$ 10.00	\$ 20.00	\$ 40.00
Second Year Fee	\$ 20.00	\$ 40.00	\$ 80.00
Third & Fourth Year Fee	\$ 50.00	\$ 100.00	\$ 150.00
Fifth & Plus Year Fee	\$ 75.00	\$ 150.00	\$ 200.00

2) Will your event require bulk special event parking passes: YES NO

**FOR 3-DAY OR MORE EVENTS ONLY**

3) If yes, how many: \_\_\_\_\_ List dates for passes: \_\_\_\_\_

**\*Minimum 250 for out of season events and 500 for in season events; \$5 per day/per vehicle**

(Must be paid for 30 days prior to date of event) (In season is Memorial Day to Labor Day of each calendar year)

## POLICE DEPARTMENT

1) Contact information of person in charge of event: MARIE WHALEN

2) Contact information of person on-site of event: MARIE WHALEN

3) Street or sidewalk closure(s): ☒ YES ☐ NO  
Plan approved: ☒ YES ☐ NO

4) Barricade request (*fencing barrels cones*) ☒ YES ☐ NO  
Plan submitted: YES NO  
Plan approved: YES NO

5) Responsible party for barricade set-up (*Federal Fencing-Atlas-Police, etc.*): NWPD

Contact information: \_\_\_\_\_

6) Signage requested "NO PARKING", Other (*describe below*): \_\_\_\_\_ Post Time: \_\_\_\_\_

NWPD

7) Equipment stored overnight: YES NO

Location: \_\_\_\_\_ Contact Info: \_\_\_\_\_

8) Site Plan – Detour/Traffic plan submitted: ☒ YES ☐ NO  
Police Approval: ☒ YES ☐ NO

9) Police requested or required for event: YES NO Start time: \_\_\_\_\_  
(*Please write amount next to request*) Finish time: \_\_\_\_\_

Officers- \_\_\_\_\_ Traffic Posts- \_\_\_\_\_ Overnight Security- \_\_\_\_\_

10) Music: ☒ YES ☐ NO Start time: 5:30 PM Finish time: 8:30 PM  
Location: \_\_\_\_\_

11) Alcohol being served at event: YES ☒ NO Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_  
State ABC Approval: YES NO  
City Approval: YES NO

12) Staging Area: YES ☒ NO  
Plan Submitted: YES NO  
Plan Approved: YES NO

13) First-Aid/EMS on site: YES NO

14) Large Events: Command Post being utilized: YES ☒ NO

Location of Command Post: \_\_\_\_\_ Phone #: \_\_\_\_\_

List of Department representatives and contact numbers:  
(*Please put on a separate sheet*)

## FIRE & EMS DEPARTMENT

---

1) Do you anticipate the need for Fire / EMS staff / equipment to support your event: YES NO  
*Fire Chief will determine the amount of staff and/or equipment needed for your request.* attendance - 3000

3) Purpose: \_\_\_\_\_  
\_\_\_\_\_

4) Will you require the use of Fire Dept. Facilities or portable equipment: YES NO

5) If yes, please describe in detail, including dates and times: \_\_\_\_\_  
\_\_\_\_\_

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## CONSTRUCTION, FIRE & HOUSING DEPARTMENT

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1) Will there be a bonfire, open flame, lighting, cooking, extinguishing, or burning of any material: YES NO

2) If yes, please describe in detail: \_\_\_\_\_  
\_\_\_\_\_

3) Will there be any tents used larger than 900 square feet and more than 30 feet in any direction: YES NO

4) If yes, please describe in detail: \_\_\_\_\_  
\_\_\_\_\_

5) Permit #: \_\_\_\_\_ (*Will be issued after Mayor & Council Approval*)

**\*\*The number of bonfire permits are limited and based on the availability of fire personnel\*\***

a) Application for a permit required by this code shall be made to the fire official in such form and detail as the fire official shall prescribe. Applications for permits shall be accompanied by plans or drawings as required by the fire official for evaluation of the application.

b) Type I Permit: PERMIT FEE - \$54.00 (non-refundable)

1) The use of any open flame or flame-producing device, in connection with any public gathering for purpose of entertainment, amusement, or recreation.

2) The erection, operation or maintenance of any tent or canopy that is greater than 900 square feet and more than 30 feet in any direction.



# 15TH ANNUAL NORTH WILDWOOD NATIONAL NIGHT OUT

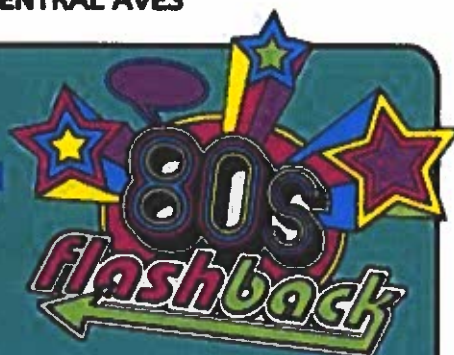
**TUESDAY AUGUST 2ND 2022 5:30 - 8:30**

IN OUR CONTINUING YEARLY EFFORTS TO BUILD A BETTER COMMUNITY AND A SAFER AMERICA, THE CITY OF NORTH WILDWOOD WILL BE HOSTING THE 15TH ANNUAL NATIONAL NIGHT OUT ON TUESDAY, AUGUST 2ND 2022 AT BILL HENFEY PARK - 8TH & CENTRAL AVES

## NEW THIS YEAR ...

AS IN PREVIOUS EVENTS THIS YEAR'S NNO WILL ONCE AGAIN INCLUDE GREAT FOOD, GAMES, DOOR PRIZES, AND TONS OF ACTIVITIES AND PRIZES FOR CHILDREN OF ALL AGES

**BUT NEW THIS YEAR ...** WE ARE GOING BACK TO THE 80'S!  
DIG IN THE BACK OF YOUR CLOSETS & COME DRESSED TO THE NINES IN ALL YOUR 1980'S GARB



PRIZES AWARDED  
FOR BEST COSTUME  
MALE, FEMALE, & CHILD

As always - don't forget to bring your chair or blanket to sit on and claim your spot in the field

## Featuring ANIMAL HOUSE BAND & DJ JASEN MITCHELL

FOR THE LAST 36 YEARS NATIONAL NIGHT OUT HAS BEEN A NATIONWIDE ANNUAL COMMUNITY-BUILDING CAMPAIGN THAT PROMOTES POLICE COMMUNITY PARTNERSHIPS AND NEIGHBORHOOD CAMARADERIE. OVER 38 MILLION NEIGHBORS CELEBRATE TOGETHER IN 18,125 COMMUNITIES FROM ALL 50 STATES & MILITARY BASES WORLDWIDE.

IF YOU HAVE ANY QUESTIONS, WOULD LIKE TO DONATE OR BE A PART OF THE EVENT THIS YEAR PLEASE FEEL FREE TO CONTACT US AT 522-2030 X 1503  
OR E-MAIL [NWNATIONALNIGHTOUT@NWPD.ORG](mailto:NWNATIONALNIGHTOUT@NWPD.ORG)



**FOLLOW US ON FACEBOOK AT: NW National NIGHT OUT**

## Steve DeHorsey

---

**From:** John Stevenson <jstevenson@nwpd.org>  
**Sent:** Wednesday, June 15, 2022 3:02 PM  
**To:** bciavarelli@northwildwood.com; Kyle Rutherford; Mayor Patrick Rosenello (prosenello@northwildwood.com); joe rullo; Councilman Jim Kane (jkane@northwildwood.com); Councilman Ed Koehler (edkoehler@northwildwood.com); Councilman Dave DelConte (ddelconte@northwildwood.com); Council President Sal Zampirri (szampirri@northwildwood.com); 'ktolomeo@northwildwood.com'  
**Cc:** 'Douglas Nordberg'; aderitis@northwildwood.com; 'Todd Burkey'; 'Robert Matteucci'; dford@northwildwood.com; 'Scott Jett'; jhesley@northwildwood.com; 'Fire Chief'; rhaas@northwildwood.com; 'Daniel F Speigel'; 'Steve DeHorsey'; 'Angela DeRitis'; 'Jeannette Axelsson'; nlong@northwildwood.com  
**Subject:** National Night Out 2022  
**Attachments:** National Night Out 2022.jpg

All,

This year's National Night Out will be held at Henfey Park on Tuesday, August 2, 2022 from 5:30pm-8:30pm. We are asking that any city departments participating in this year's event go along with our "80's Theme" (see attached). We will be having live entertainment from Animal House Band on stage with DJ Jasen Mitchell.

Thanks

John A. Stevenson, CPM  
Chief of Police  
North Wildwood Police Department  
901 Atlantic Avenue  
North Wildwood, NJ 08260  
jstevenson@nwpd.org  
(609) 522-2030 x 1500

## PERMIT / APPROVAL / AUTHORIZATION

Event Name: National Nite Out

Date(s) of Event: Tues 8/2/22

Mayor & Council: \_\_\_\_\_

Date: \_\_\_\_\_

City Clerk: \_\_\_\_\_

Date: \_\_\_\_\_

Director of Tourism: \_\_\_\_\_

Date: \_\_\_\_\_

Application Fee waived: ☒ YES ☐ NO

Service Fees waived: ☒ YES ☐ NO

☐ Approved as submitted.

☐ Approved with the following conditions:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

### Office use only:

Final Date of Approval: \_\_\_\_\_ Projected Total Costs for this event: \_\_\_\_\_

Date Permit Issued: \_\_\_\_\_ Permit Number: \_\_\_\_\_

Permit Cost: \_\_\_\_\_ Total City Departmental Projected Costs: \_\_\_\_\_

## FOR OFFICIAL USE ONLY

Date of Preliminary Meeting: \_\_\_\_\_

Meeting Notes: \_\_\_\_\_

Date of Pre-event Meeting: \_\_\_\_\_

Meeting Notes: \_\_\_\_\_

### EVENT CHECKLIST

- ☐ N/A Application Fee Paid
- ☒ JIF 7-7-22 Certificate of Insurance listing N.W. as Additionally Insured
- ☒ JIF 7-7-22 Additional Insured Endorsement Page(s) attached
- ☐ N/A Hold Harmless completed & signed
- ☐ sel Detailed Site Plan defining the logistics of the event
- ☐ Vendor list submitted to Clerk's Office
- ☒ SM 7-7-22 Copy of extra materials such as schedule, agenda, flyers, timeline, etc.
- ☐ Additional applications (State Police-BOH-NJDOT-Fire Permit-ABC-Tent Permit)
- ☐ N/A Special Event Parking Passes Paid
- ☐ Miscellaneous
- ☐ Ready to be placed on the DMS

# TREASURER DEPARTMENT

## BILLING

National Nite Out  
Name of Event

Tues 8-7-22  
Date of Event

Application Fee	\$ <u>0.00</u>	Non-Profit \$25.00	For-Profit \$50.00
Police Dept.	\$ _____		
Fire Dept.	\$ _____		
Public Works Dept.	\$ _____		
Buildings, Grounds, Electric-Parks	\$ _____		
Clerk's Office	\$ _____		
Construction, Fire & Housing	\$ _____		
Beach Patrol	\$ _____		
Recreation & Tourism Dept.	\$ _____		
Stage Rental	\$ _____		
Special Event Parking Passes	\$ _____		
Miscellaneous Costs	\$ _____		
TOTAL	\$ <u>0.00</u>		



# City of North Wildwood Special Event Application Form

Name of Event: National Lighthouse Day

Date of Event: August 7, 2022 Date of Application: May 11, 2022

Type of Event (check one)

- ☐ Parade / Procession      ☐ Festival ☐ 1Day ☐ multi-day      ☐ Block Party      ☐ Bonfire  
☐ Craft Show ☐ 1Day ☐ multi-day      ☐ Walk / Run (1K-5K-10K) / Triathlon / Bike / Marathon / Race  
☒ Ceremony / Celebration / Demonstration      ☐ Polar Plunge / Water Event      ☐ Car Show  
☐ Film / Photography      ☐ Stage Request Only      ☐ Other: \_\_\_\_\_

The City of North Wildwood requires all organizations, corporations, and/or individuals planning to stage an event file an official application with the Recreation & Tourism Department. **This application must be fully completed, signed, and forwarded to the Recreation & Tourism Department 90 days in advance of the event date unless waived by the Mayor and/or governing body.**

(City Code 382-23) A "special event" is an event sponsored by an organization who desires to use portion of the public streets or other public property, or avail itself of public facilities. Such event must be sponsored by a corporation (nonprofit or for profit), authorized to do business in the State of New Jersey, a nonprofit civic association, a charitable association, a religious association or any other association of persons. Special events shall include, by way of example and not by way of limitation, such events as parades, festivals, craft fairs, art shows, athletic contests, running races, bicycle races, fund raising events and similar events of which may include entertainment.

(City Code 382-24) There shall be an application fee charged to each organization, excluding municipal operations, operating a special event in the sum of **\$25.00 for non-profit and \$50.00 for for-profit entities.**

All applications will have a 30-day review. Some may require a 14 day and 7 day review prior to their event.

## SECTION 1 – ORGANIZATION INFORMATION

- 1) Name of Organization: City of North Wildwood
- 2) Address of Organization: 901 Atlantic Avenue
- 3) Purpose of Organization: Municipal Gov't
- 4) How many members are in your organization: \_\_\_\_\_
- 5) Is your organization tax exempt: (please circle) YES NO Is this a non-profit event YES NO
- 6) NJ Registered Charitable Organization#: \_\_\_\_\_ Tax ID#: \_\_\_\_\_

## SECTION 1 – ORGANIZATION INFORMATION CONT

### 1) Organizer Contact Information:

Name of Event Chairperson / Organizer W. Scott Jett	
Title City Clerk	Cell Phone 609-780-3768
Address / City / State / Zip 901 Atlantic Avenue	
Email sjett@northwildwood.com	

Name of Event Chairperson / Organizer	
Title	Cell Phone
Address / City / State / Zip	
Email	

## SECTION 2 – APPLICATION AUTHORIZATION

I, W. Scott Jett, the undersigned state that I am the duly  
Name of Applicant

authorized representative of the City of North Wildwood  
Name of Organization

in addition, the information provided in this application is correct to the best of my knowledge. I understand that some of the information is preliminary in nature and I will provide updated information as it becomes available. I further agree to abide by changes made to the proposed event as indicated when so granted.

W. Scott Jett  
Applicant Signature

May 11, 2022  
Date

### SECTION 3 – EVENT INFORMATION

- 1) Official Name of Event: National Lighthouse Day
- 2) Location of Event (please list city venue requirements by day/date): Hereford Inlet Lighthouse
- 3) Describe Event Activities: Ceremony commemorating The signing of original Lighthouse Act by President Washington on August 7, 1789.

4) Will the event be held for the sole purpose of advertising any product, goods, or event: YES ☒ NO

5) If yes, describe in detail: \_\_\_\_\_

6) Will alcohol be served or sold by event organizers or others: YES ☒ NO

A) Do you have a ABC/Social Affairs Permit: YES ☒ NO

B) Are you requesting approval for open display of alcohol: YES ☒ NO

C) Designated Hours for open display of alcohol: \_\_\_\_\_

D) Designated Location of open display of alcohol: \_\_\_\_\_

E) Other Conditions: \_\_\_\_\_

**If alcohol is being sold at the event, the organizer is responsible to identify patrons of legal age to consume alcohol and provide the patron with a wristband after identification was properly checked.**

8) Rain Date or Delayed Starting Time: \_\_\_\_\_

9) Schedule Details: (Include a copy of program schedule/timeline/description of events)

	1 <sup>st</sup> Day	2 <sup>nd</sup> Day	3 <sup>rd</sup> Day	4 <sup>th</sup> Day
Day of the Week (SU,M,TU,W,TH,F,SA)	Sunday			
Date (MM/DD/YY)	08/07/22			
Set-Up (00:00AM/PM)	1 PM			
Event Starts (00:00 AM/PM)	2 PM			
Event Ends (00:00 AM/PM)	4 PM			
Clean-Up (00:00 AM/PM)	5 PM			

### SECTION 3 – EVENT INFORMATION CONTINUE

---

10) Will the event require site to remain in place overnight, or will the site be broken down each night (partially or completely) Explain: NO

11) Describe how you plan to provide security for the event: NONE

a) Private Security Company (name/address/contact person/phone): \_\_\_\_\_

12) If an event management company is contracted to handle the event, please provide the following information:

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_ City/ST/Zip: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Portion/s of event that the company is responsible for: \_\_\_\_\_

### **ALL EVENTS MUST SUBMIT A DETAILED SITE PLAN**

Site plan should include port-a-pots, vendors, stage(s), electrical hook-ups, road closings, etc.

### SECTION 4 – INSURANCE REQUIREMENTS

---

1) Name of Insurance Company: ACM I F

Policy Number: \_\_\_\_\_

Limits of Liability: \_\_\_\_\_

Events are required to provide the City of North Wildwood with a Certificate of Insurance indicating the continuation of insurance coverage and designating the City of North Wildwood as an **“Additionally Insured.”**

**A copy of the Additional Insured Endorsement page(s) must be provided with the certificate.**

## PUBLIC WORKS

1) Are NW trash/recycling receptacles and removal requested: YES NO  
Is the event organization ordering the Dumpsters: YES NO  
Number Requested: Trash-\_\_\_\_\_ Recycling can/bottles-\_\_\_\_\_ Dumpsters-\_\_\_\_\_

### VENDOR COORDINATOR PLEASE ATTACH A RECLYING/TRASH PLAN

- All trash from set-up to clean-up must be removed and placed in the dumpsters provided. No stockpiling of trash behind space.
- Walkways behind vendors must be kept clear of all obstructions at all times.
- In cooking areas, the complete floor space must be covered with approved material to protect the ground surface, for example, tar paper.
- Water is available at the sink location. All grey water must be contained and disposed of in containers at the sink location. No dumping of any water in the event area is allowed.
- Before festivals, maps will be provided indicating locations of trash and recycle dumpsters, grey water, and grease disposal.
- Cardboard boxes intended for disposal must be broken down. All cardboard must be put into dumpsters designated for cardboard.

**Improper disposal of any material (including grey water, trash, garbage, and recyclables) – will be subject to legal action for violations under Ordinance #374-19.5.**

The information above needs to be distributed by the Event Organizer to all vendors prior to and during the event on their own stationary.

Name of person responsible for distributing information to vendors: \_\_\_\_\_

2) Do you request the use of any portable equipment from Public Works: YES NO  
(Please write an amount next to each requested item)

Traffic Cones-\_\_\_\_\_ Fencing-\_\_\_\_\_ Street Barrels-\_\_\_\_\_ Eating Tables-\_\_\_\_\_

Additional Equipment Requested \_\_\_\_\_

3) Restrooms/Port-a-Pots: Will your event direct people to public restrooms- YES NO  
Will your event use portable toilets/trailers- YES NO  
Is the event organizer ordering toilets/trailers- YES NO  
If yes, how many will be used: \_\_\_\_\_  
Name of company: \_\_\_\_\_  
Contact Person/Cell: \_\_\_\_\_

**Note: One toilet for every 500 people is requested for events lasting over 2 hours – an appropriate number of these toilets should be handicapped accessible.**

4) Will your event have any temporary structures, fences, or fixtures: YES NO  
Anchors, pins, spikes or other materials are strictly prohibited in asphalt, boardwalk, and/or concrete to secure objects.

If so, please describe in detail: \_\_\_\_\_

Event Organizer is required to contact the Construction office for permits. 609 522 2030 ext. 1560

The City of North Wildwood will not allow any markings and/or painting of the streets, sidewalks, boardwalks, and parking lots, except those made by approved marking devices. Call the Dept. of Public Works to arrange for an appointment with the Director of Public Works prior to the event to submit marking devices for approval. If unapproved marking devices are used, the event/organization will be charged with the cost of removing and restoring to prior to event status. In addition, this department will likely not approve this organization's future events.

Respectfully,

Doug Nordberg, Director of Public Works

# RECREATION & TOURISM DEPARTMENT

1) Do you anticipate the need for Rec/Tour Dept. staff to support your event: YES NO

If yes, how many- \_\_\_\_\_

Purpose: \_\_\_\_\_

2) Will you require the use of Recreation Dept. Facilities (Rec Center/Parks): YES NO

If yes, please describe in detail (include dates/times)- \_\_\_\_\_

3) Will you require the use of Recreation Dept. portable equipment: YES NO

(Please write an amount next to each requested item)

Bleachers- \_\_\_\_\_ Coolers- \_\_\_\_\_ Chairs (folding)- 30 Tables- \_\_\_\_\_ Chairs (ceremony)- \_\_\_\_\_

Sound System (2 or 4 speakers) w/ microphone- \_\_\_\_\_ Podium- 1 Tents- 1 Signs- \_\_\_\_\_  
circle one

Additional Equipment- \_\_\_\_\_

	1 <sup>ST</sup> DAY	2 <sup>ND</sup> DAY	3 <sup>RD</sup> DAY
Day of the Week (SU,M,TU,W,TH,F,SA)			
Date (MM/DD/YY)			
Equipment Requested			
Set-Up (00:00 AM/PM)			
Break-Down (00:00 AM/PM)			
Location:			

4) Does the publicity plan for this event include any of the below: YES NO

☒ Posters ☒ Website ☒ Social Media ☒ Radio ☐ TV ☒ Newspaper/Publication ☐ Other

5) List any planned Print/Radio/TV Advertising: CMC Herald

Include copies of any direct mail/invitations/email/internet/posters/press releases/media kit being sent out

## BUILDINGS, GROUNDS & PARKS DEPARTMENT

1) Will any object, such as tent posts or signs be driven into the ground: YES **NO**  
(If yes, please consult with B.G. & P. Dept. to avoid damaging the irrigation system)

2) Will the event require the closure of any park / City area to the general public: YES **NO**

If yes, please describe in detail: \_\_\_\_\_

3) Will the boardwalk be used to secure any items (tents, signs or any other type of structure): YES **NO**

If yes, please describe in detail: \_\_\_\_\_

4) Will you have any vehicles on the boardwalk (Weight limit of 5000 lbs.): YES **NO**  
(Vehicles are restricted to the Tram Path only)

If yes, please describe in detail: \_\_\_\_\_

5) Will your event have any electrical needs: YES **NO**  
(Please attach a separate page for number of hook-ups needed at vendor locations and the electrical layout)

Will you have any sound / lighting equipment: YES **NO**

Will you be using a lighting or sound contractor: YES **NO**

Contractor Information: \_\_\_\_\_

6) Overhead banners, banner flags and/or signs installed on City property

(Please request a banner specifications sheet with your application. All banners need City approval before being created and displayed.  
Organizer is responsible to collect banners following the event)

- a) Overhead Banners should be professionally made and measure 40 feet in length by 3 feet in width
- b) To get maximum display use; heavy duty grommets should be 16 inches apart and wind flaps cut and stitched in banner, should be constructed to last 2-4 weeks of display in the wind
- c) Banner Flags (10 poles) should be 5 feet in length by 30 inches wide (display should be 53" long)
- d) Welcome Area Billboard is 8 feet in length by 12 feet in width

7) Describe banners/signs in detail with proper wording (please attach a photo/layout): \_\_\_\_\_

8) Electrical service fees shall be paid by the vendor:

(Please attach a separate page for number of hook-ups needed at vendor locations and the electrical layout)

- A) \$35 per event for ONE twenty-amp      \$50 per event for ONE thirty-amp  
\$75 per event for ONE fifty-amp

B) Extra circuits will be provided only if there is a surplus of circuits after all vendors who have paid for electrical service have been provided with electrical service and thereafter will be provided on a first-requested and paid/first-provided basis.

C) Any service calls to a vendor that is necessitated by an overloaded circuit will result in the vendor being assessed an additional \$70 fee, which sum is payable in the advance of the restoration of electrical service to the vendor.

## NORTH WILDWOOD BEACH PATROL

1) What location(s) of the beach/ocean will be used and for what purpose: \_\_\_\_\_

2) Do you anticipate the need for NWBP staff to support your event: YES ☒ NO

If yes, how many- \_\_\_\_\_ Purpose: \_\_\_\_\_

3) Will you require the use of NWBP Facilities, Vehicles, or Equipment: YES ☒ NO  
(If yes, please describe in detail; include dates and times)

	1 <sup>st</sup> DAY	2 <sup>nd</sup> DAY	3 <sup>rd</sup> DAY
Day of the Week (SU,M,TU,W,TH,F,SA)			
Date (MM/DD/YY)			
Equipment Requested			
Set-Up (00:00 AM/PM)			
Break-Down (00:00 AM/PM)			
Location:			

## CITY CLERK OFFICE

1) Number of Non-Food Vendor Spaces: \_\_\_\_\_ Number of Food Vendor Spaces: \_\_\_\_\_

(Final Vendor list must be turned in 1 week prior to event date)

(Organizer is responsible for obtaining vendor permits from Clerk's office & distributing vendor permits to vendors before inspection)

Vendor Fees	1 Day	2 Day	3 Day
First Year Fee	\$ 10.00	\$ 20.00	\$ 40.00
Second Year Fee	\$ 20.00	\$ 40.00	\$ 80.00
Third & Fourth Year Fee	\$ 50.00	\$ 100.00	\$ 150.00
Fifth & Plus Year Fee	\$ 75.00	\$ 150.00	\$ 200.00

2) Will your event require bulk special event parking passes: YES NO

**FOR 3-DAY OR MORE EVENTS ONLY**

3) If yes, how many: \_\_\_\_\_ List dates for passes: \_\_\_\_\_

**\*Minimum 250 for out of season events and 500 for in season events; \$5 per day/per vehicle**

(Must be paid for 30 days prior to date of event) (In season is Memorial Day to Labor Day of each calendar year)

## POLICE DEPARTMENT

1) Contact information of person in charge of event: \_\_\_\_\_

2) Contact information of person on-site of event: \_\_\_\_\_

3) Street or sidewalk closure(s): YES ☒ NO  
Plan approved: YES NO

4) Barricade request (*fencing/barrels/cones*) YES ☒ NO  
Plan submitted: YES NO  
Plan approved: YES NO

5) Responsible party for barricade set-up (*Federal Fencing-Atlas-Police, etc.*): \_\_\_\_\_

Contact information: \_\_\_\_\_

6) Signage requested "NO PARKING", Other (*describe below*): \_\_\_\_\_ Post Time: \_\_\_\_\_

7) Equipment stored overnight: YES NO

Location: \_\_\_\_\_ Contact Info: \_\_\_\_\_

8) Site Plan – Detour/Traffic plan submitted: YES ☒ NO  
Police Approval: YES NO

9) Police requested or required for event: YES NO Start time: \_\_\_\_\_  
(Please write amount next to request) Finish time: \_\_\_\_\_

Officers- \_\_\_\_\_ Traffic Posts- \_\_\_\_\_ Overnight Security- \_\_\_\_\_

10) Music: YES NO Start time: \_\_\_\_\_ Finish time: \_\_\_\_\_  
Location: \_\_\_\_\_

11) Alcohol being served at event: YES ☒ NO Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_  
State ABC Approval: YES NO  
City Approval: YES NO

12) Staging Area: YES ☒ NO  
Plan Submitted: YES NO  
Plan Approved: YES NO

13) First-Aid/EMS on site: YES ☒ NO

14) Large Events: Command Post being utilized: YES ☒ NO

Location of Command Post: \_\_\_\_\_ Phone #: \_\_\_\_\_

List of Department representatives and contact numbers:

(Please put on a separate sheet)

## FIRE & EMS DEPARTMENT

---

1) Do you anticipate the need for Fire / EMS staff / equipment to support your event: YES

NO

*Fire Chief will determine the amount of staff and/or equipment needed for your request.* attendance - \_\_\_\_\_

3) Purpose: \_\_\_\_\_  
\_\_\_\_\_

4) Will you require the use of Fire Dept. Facilities or portable equipment: YES

NO

5) If yes, please describe in detail, including dates and times: \_\_\_\_\_  
\_\_\_\_\_

---

## CONSTRUCTION, FIRE & HOUSING DEPARTMENT

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1) Will there be a bonfire, open flame, lighting, cooking, extinguishing, or burning of any material: YES NO

2) If yes, please describe in detail: \_\_\_\_\_  
\_\_\_\_\_

3) Will there be any tents used larger than 900 square feet and more than 30 feet in any direction: YES NO

4) If yes, please describe in detail: \_\_\_\_\_  
\_\_\_\_\_

5) Permit #: \_\_\_\_\_ (Will be issued after Mayor & Council Approval)

**\*\*The number of bonfire permits are limited and based on the availability of fire personnel\*\***

a) Application for a permit required by this code shall be made to the fire official in such form and detail as the fire official shall prescribe. Applications for permits shall be accompanied by plans or drawings as required by the fire official for evaluation of the application.

b) Type 1 Permit: PERMIT FEE - \$54.00 (non-refundable)

1) The use of any open flame or flame-producing device, in connection with any public gathering for purpose of entertainment, amusement, or recreation.

2) The erection, operation or maintenance of any tent or canopy that is greater than 900 square feet and more than 30 feet in any direction.

## PERMIT / APPROVAL / AUTHORIZATION

Event Name: National Lighthouse Day

Date(s) of Event: Sun 8-7-22

Mayor & Council: \_\_\_\_\_

Date: \_\_\_\_\_

City Clerk: \_\_\_\_\_

Date: \_\_\_\_\_

Director of Tourism: \_\_\_\_\_

Date: \_\_\_\_\_

Application Fee waived:

☒ YES

☐ NO

Service Fees waived:

☒ YES

☐ NO

☐ Approved as submitted.

☐ Approved with the following conditions:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

### Office use only:

Final Date of Approval: \_\_\_\_\_ Projected Total Costs for this event: \_\_\_\_\_

Date Permit Issued: \_\_\_\_\_ Permit Number: \_\_\_\_\_

Permit Cost: \_\_\_\_\_ Total City Departmental Projected Costs: \_\_\_\_\_

## FOR OFFICIAL USE ONLY

Date of Preliminary Meeting: \_\_\_\_\_

Meeting Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date of Pre-event Meeting: \_\_\_\_\_

Meeting Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### EVENT CHECKLIST

- |                                     |                 |  |
|-------------------------------------|-----------------|--|
| <input type="checkbox"/>            | <u>N/A</u>      | Application Fee Paid   |
| <input checked="" type="checkbox"/> | <u>JTF</u> 7-7u | Certificate of Insurance listing N.W. as Additionally Insured                |
| <input checked="" type="checkbox"/> | <u>JTF</u> 7-7u | Additional Insured Endorsement Page(s) attached                              |
| <input type="checkbox"/>            | <u>N/A</u>      | Hold Harmless completed & signed   |
| <input checked="" type="checkbox"/> |                 | Detailed Site Plan defining the logistics of the event                       |
| <input type="checkbox"/>            |                 | Vendor list submitted to Clerk's Office                                      |
| <input checked="" type="checkbox"/> |                 | Copy of extra materials such as schedule, agenda, flyers, timeline, etc.     |
| <input type="checkbox"/>            | <u>N/A</u>      | Additional applications (State Police-BOH-NJDOT-Fire Permit-ABC-Tent Permit) |
| <input type="checkbox"/>            | <u>N/A</u>      | Special Event Parking Passes Paid  |
| <input type="checkbox"/>            |                 | Miscellaneous  |
| <input type="checkbox"/>            |                 | Ready to be placed on the DMS  |

# TREASURER DEPARTMENT

## BILLING

Natural Light House Dy  
Name of Event

Sun 8-7-22  
Date of Event

Application Fee	\$ <u>0.00</u>	Non-Profit \$25.00	For-Profit \$50.00
Police Dept.	\$ _____		
Fire Dept.	\$ _____		
Public Works Dept.	\$ _____		
Buildings, Grounds, Electric-Parks	\$ _____		
Clerk's Office	\$ _____		
Construction, Fire & Housing	\$ _____		
Beach Patrol	\$ _____		
Recreation & Tourism Dept.	\$ _____		
Stage Rental	\$ _____		
Special Event Parking Passes	\$ _____		
Miscellaneous Costs	\$ _____		
TOTAL	\$ <u>0.00</u>		



# City of North Wildwood Special Event Application Form

Name of Event: Special Needs Surfing - Hearts of Surfing  
 Date of Event: Sat., Aug 6, 2022 Date of Application: 2/14/22

Type of Event (check one)

- ☐ Parade / Procession      ☐ Festival ☐ 1Day ☐ multi-day      ☐ Block Party      ☐ Bonfire  
☐ Craft Show ☐ 1Day ☐ multi-day      ☐ Walk / Run (1K-5K-10K) / Triathlon / Bike / Marathon / Race  
☐ Ceremony / Celebration / Demonstration      ☐ Polar Plunge / Water Event      ☐ Car Show  
☐ Film / Photography      ☐ Stage Request Only      ☒ Other: \_\_\_\_\_

The City of North Wildwood requires all organizations, corporations, and/or individuals planning to stage an event file an official application with the Recreation & Tourism Department. **This application must be fully completed, signed, and forwarded to the Recreation & Tourism Department 90 days in advance of the event date unless waived by the Mayor and/or governing body.**

(City Code 382-23) A "special event" is an event sponsored by an organization who desires to use portion of the public streets or other public property, or avail itself of public facilities. Such event must be sponsored by a corporation (nonprofit or for profit), authorized to do business in the State of New Jersey, a nonprofit civic association, a charitable association, a religious association or any other association of persons. Special events shall include, by way of example and not by way of limitation, such events as parades, festivals, craft fairs, art shows, athletic contests, running races, bicycle races, fund raising events and similar events of which may include entertainment.

(City Code 382-24) There shall be an application fee charged to each organization, excluding municipal operations, operating a special event in the sum of **\$25.00 for non-profit and \$50.00 for for-profit** entities.

All applications will have a 30-day review. Some may require a 14 day and 7 day review prior to their event.

## SECTION 1 – ORGANIZATION INFORMATION

- 1) Name of Organization: Hearts of Surfing  
 2) Address of Organization: 301 Dorchester Dr., EHT, NJ 082  
 3) Purpose of Organization: to give kids with Autism & other developmental disabilities opportunity to surf  
 4) How many members are in your organization: \_\_\_\_\_  
 5) Is your organization tax exempt: (please circle) YES NO Is this a non-profit event YES NO  
 6) NJ Registered Charitable Organization#: 47-5544718 Tax ID#: 31536

## SECTION 1 – ORGANIZATION INFORMATION CONT

### 1) Organizer Contact Information:

Name of Event Chairperson / Organizer Cindy Fertsch	
Title Co Founder / Director	Cell Phone 609-705 5323
Address / City / State / Zip 301 Dorchester Dr., EHT NJ 08234	
Email shorelocalcindy@gmail.com	

Name of Event Chairperson / Organizer Bob Fertsch	
Title Co Founder / Director	Cell Phone 609 334-1691
Address / City / State / Zip 301 Dorchester Dr., EHT, NJ 08234	
Email shorelocalnews@gmail.com	

## SECTION 2 – APPLICATION AUTHORIZATION

I, Cindy Fertsch, the undersigned state that I am the duly  
Name of Applicant  
authorized representative of the Hearts of Surfing  
Name of Organization

in addition, the information provided in this application is correct to the best of my knowledge. I understand that some of the information is preliminary in nature and I will provide updated information as it becomes available. I further agree to abide by changes made to the proposed event as indicated when so granted.

Cindy Fertsch  
Applicant Signature

2/15/20  
Date

## SECTION 3 – EVENT INFORMATION

1) Official Name of Event: Heart of Surfing + Dean Randazzo

2) Location of Event (please list city venue requirements by day/date): Surf Day  
2nd st. beach, Northwood

3) Describe Event Activities: \_\_\_\_\_

children with autism and other develop-  
mental disabilities will be paired with volunteers

4) Will the event be held for the sole purpose of advertising any product, goods, or event: YES ☒ NO to Surf with support

5) If yes, describe in detail: \_\_\_\_\_

6) Will alcohol be served or sold by event organizers or others: YES ☒ NO

A) Do you have a ABC/Social Affairs Permit: YES ☒ NO

B) Are you requesting approval for open display of alcohol: YES ☒ NO

C) Designated Hours for open display of alcohol: N/A

D) Designated Location of open display of alcohol: N/A

E) Other Conditions: N/A

**If alcohol is being sold at the event, the organizer is responsible to identify patrons of legal age to consume alcohol and provide the patron with a wristband after identification was properly checked.**

8) Rain Date or Delayed Starting Time: NONE

9) Schedule Details: (Include a copy of program schedule/timeline/description of events)

	1 <sup>st</sup> Day	2 <sup>nd</sup> Day	3 <sup>rd</sup> Day	4 <sup>th</sup> Day
Day of the Week (SU,M,TU,W,TH,F,SA) <input checked="" type="radio"/>				
Date (MM/DD/YY)	<u>Aug. 6th</u>			
Set-Up (00:00AM/PM)	<u>8:30 am setup</u>			
Event Starts (00:00 AM/PM)	<u>9 am</u>			
Event Ends (00:00 AM/PM)	<u>12 pm</u>			
Clean-Up (00:00 AM/PM)	<u>by 12:30 pm</u>			

### SECTION 3 – EVENT INFORMATION CONTINUE

10) Will the event require site to remain in place overnight, or will the site be broken down each night (partially or completely) Explain: NO

11) Describe how you plan to provide security for the event: N/A

a) Private Security Company (name/address/contact person/phone): \_\_\_\_\_

12) If an event management company is contracted to handle the event, please provide the following information:

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_ City/ST/Zip: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Portion/s of event that the company is responsible for: \_\_\_\_\_

### ALL EVENTS MUST SUBMIT A DETAILED SITE PLAN

Site plan should include port-a-pots, vendors, stage(s), electrical hook-ups, road closings, etc.

### SECTION 4 – INSURANCE REQUIREMENTS

1) Name of Insurance Company: HDI Global Specialty

Policy Number: Liability HDGL19000413

Limits of Liability: 1,000,000

accident - access  
SRP0173938

Events are required to provide the City of North Wildwood with a Certificate of Insurance indicating the continuation of insurance coverage and designating the City of North Wildwood as an "Additionally Insured."

A copy of the Additional Insured Endorsement page(s) must be provided with the certificate.

## HOLD HARMLESS

NAME OF ORGANIZATION/USER Hearts of Surfy will be referred to as **USER** from this point forward. **USER** shall indemnify, save harmless and defend the **City of North Wildwood**, its elected and appointed officials, its employees, agents, volunteers and others working on behalf of the **City of North Wildwood**, from and against any and all claims, losses, costs, attorney's fees, damages, or injury including death and/or property loss, expense claims or demands arising out of **User's** use of the named **Facility(ies)/Equipment**, including all suits or actions of every kind or description brought against the **City of North Wildwood**, either individually or jointly with **USER** for or on account of any damage or injury to any person or persons or property, caused or occasioned or alleged to have been caused by, or on account of, any of the activities conducted by or caused to be conducted by **USER**, or through any negligence or alleged negligence in safeguarding the **FACILITY(IES)/EQUIPMENT**, participants, or members of the public, or through any act, omission or fault or alleged act, omission or fault or alleged act, omission or fault of the **USER**, its employees, agents, volunteers, subcontractors or others under the direction, control or under any contractual relationship with the **USER**. The above **USER** shall inspect the described **FACILITY (IES) / EQUIPMENT** prior to the use of the **FACILITY(IES)/EQUIPMENT** and report any defective, hazardous or dangerous conditions found at the **FACILITY(IES)/EQUIPMENT** to an Appointed Recreation Supervisor and/or Public Works Supervisor at (609) 522-2955 or (609) 522-4646, and **USER** shall immediately cease the use of the **FACILITY(IES)/EQUIPMENT** until such defective, hazardous or dangerous conditions are remedied. After the use of the **FACILITY(IES)/EQUIPMENT**, **USER** shall immediately report to the **City of North Wildwood** any and all defects, hazards, damages or dangerous conditions upon or adjacent to the **FACILITY(IES) / EQUIPMENT**.

### INSURANCE

Notwithstanding the indemnification and defense obligations of the **USER**, **USER** shall purchase and maintain such insurance described in the attached schedule and as is appropriate for the type of use and hazards present and as will provide protection from any and all covered claims which may arise out of or caused or alleged to have been caused in any manner from **User's** use of the **FACILITY(IES) / EQUIPMENT**, whether it is to be used by the **USER**, its employees, agents, volunteers, subcontractors or others under the direction, control or under any contractual relationship with the **USER** or by anyone for whose acts any of them may be liable. Where indicated, the **USER** shall be required to name the **City of North Wildwood** as an "Additional Insured" on the **User's** policy of commercial general liability insurance, and simultaneously with the delivery of the executed Use of Facilities Agreement or Special Event Application, **USER** shall provide the **City of North Wildwood** with a Certificate of Insurance indicating that the insurance coverage as described in the attached schedule, and as is appropriate for the type of use and hazards present, has been obtained and that the **City of North Wildwood** has been designated as an "Additional Insured" where required. The **USER** shall also provide the Additional Insured Endorsement page(s) to be included with the Certificate. On or before the renewal date of said policy, **USER** shall be required to provide the **City of North Wildwood** with a Certificate of Insurance indicating the continuation of insurance coverage and designating the **City of North Wildwood** as an "Additional Insured" for the duration of this agreement. The schedule of insurance and the limits of liability for the insurance shall provide coverage for not less than the amounts listed in the attached schedule or greater where required by law.

### COVID-19

**USER** verifies and asserts that all activities conducted at the **FACILITY(IES)** shall be in full compliance with the CDC, DOH Guidelines and the State of New Jersey Governor's Executive Orders applicable to public pools, summer camps, sports leagues, and recreation programs with can be reviewed at:

[https://nj.gov/infobank/eo/056murphy/approved/eo\\_archive.html](https://nj.gov/infobank/eo/056murphy/approved/eo_archive.html)

**USER** shall be responsible for all participants or guests complying with any social distancing or masks/face covering requirements of the state or Federal government which are in effect.

Signed by an authorized representative of the **USER** and the **City of North Wildwood** on

this 15 day of Feb, 2022

  
USER (SIGNATURE)

Cindy Fetsch  
USER (PRINT NAME)

  
CITY REPRESENTATIVE

Steve R. DeLong  
CITY REPRESENTATIVE (PRINT)

## PUBLIC WORKS

1) Are NW trash/recycling receptacles and removal requested:

YES

☒ NO

Is the event organization ordering the Dumpsters:

YES

☒ NO

Number Requested: Trash-\_\_\_\_\_ Recycling can/bottles-\_\_\_\_\_ Dumpsters-\_\_\_\_\_

### VENDOR COORDINATOR PLEASE ATTACH A RECLYING/TRASH PLAN

- All trash from set-up to clean-up must be removed and placed in the dumpsters provided. No stockpiling of trash behind space.
- Walkways behind vendors must be kept clear of all obstructions at all times.
- In cooking areas, the complete floor space must be covered with approved material to protect the ground surface, for example, tar paper.
- Water is available at the sink location. All grey water must be contained and disposed of in containers at the sink location. No dumping of any water in the event area is allowed.
- Before festivals, maps will be provided indicating locations of trash and recycle dumpsters, grey water, and grease disposal.
- Cardboard boxes intended for disposal must be broken down. All cardboard must be put into dumpsters designated for cardboard.

**Improper disposal of any material (including grey water, trash, garbage, and recyclables) – will be subject to legal action for violations under Ordinance #374-19.5.**

The information above needs to be distributed by the Event Organizer to all vendors prior to and during the event on their own stationary.

Name of person responsible for distributing information to vendors: \_\_\_\_\_

*Cindy Fertsch*

2) Do you request the use of any portable equipment from Public Works:

YES

☒ NO

(Please write an amount next to each requested item)

Traffic Cones-\_\_\_\_\_ Fencing-\_\_\_\_\_ Street Barrels-\_\_\_\_\_ Eating Tables-\_\_\_\_\_

*NONE*

Additional Equipment Requested \_\_\_\_\_

*Surfboards, Beach Patrol*

3) Restrooms/Port-a-Pots: Will your event direct people to public restrooms-

☒ YES

☒ NO

Will your event use portable toilets/trailers-

☒ YES

☒ NO

Is the event organizer ordering toilets/trailers-

YES

☒ NO

If yes, how many will be used: \_\_\_\_\_

Name of company: \_\_\_\_\_

Contact Person/Cell: \_\_\_\_\_

**Note: One toilet for every 500 people is requested for events lasting over 2 hours – an appropriate number of these toilets should be handicapped accessible.**

4) Will your event have any temporary structures, fences, or fixtures:

YES

☒ NO

Anchors, pins, spikes or other materials are strictly prohibited in asphalt, boardwalk, and/or concrete to secure objects.

If so, please describe in detail: \_\_\_\_\_

Event Organizer is required to contact the Construction office for permits. 609 522 2030 ext. 1560

The City of North Wildwood will not allow any markings and/or painting of the streets, sidewalks, boardwalks, and parking lots, except those made by approved marking devices. Call the Dept. of Public Works to arrange for an appointment with the Director of Public Works prior to the event to submit marking devices for approval. If unapproved marking devices are used, the event/organization will be charged with the cost of removing and restoring to prior to event status. In addition, this department will likely not approve this organization's future events.

Respectfully,

Doug Nordberg, Director of Public Works

## RECREATION & TOURISM DEPARTMENT

1) Do you anticipate the need for Rec/Tour Dept. staff to support your event: YES NO

If yes, how many- \_\_\_\_\_

Purpose: \_\_\_\_\_

2) Will you require the use of Recreation Dept. Facilities (Rec Center/Parks): YES NO

If yes, please describe in detail (include dates/times)- \_\_\_\_\_

3) Will you require the use of Recreation Dept. portable equipment: YES NO

(Please write an amount next to each requested item)

Bleachers- \_\_\_\_\_ Coolers- \_\_\_\_\_ Chairs (folding)- \_\_\_\_\_ Tables- \_\_\_\_\_ Chairs (ceremony)- \_\_\_\_\_

Sound System (2 or 4 speakers) w/ microphone- \_\_\_\_\_ Podium- \_\_\_\_\_ Tents- \_\_\_\_\_ Signs- \_\_\_\_\_  
circle one

Additional Equipment- Surfboards / Life guards to assist

	1 <sup>ST</sup> DAY	2 <sup>ND</sup> DAY	3 <sup>RD</sup> DAY
Day of the Week (SU,M,TU,W,TH,F,SA) <span style="border: 1px solid black; border-radius: 50%; padding: 2px;">NO</span>			
Date (MM/DD/YY)	Aug 12 '22		
Equipment Requested			
Set-Up (00:00 AM/PM)	8:30		
Break-Down (00:00 AM/PM)	12:00		
Location:	2nd St. Beach North Wildwood		

4) Does the publicity plan for this event include any of the below: YES NO

☐ Posters ☐ Website ☒ Social Media ☐ Radio ☐ TV ☐ Newspaper/Publication ☐ Other

5) List any planned Print/Radio/TV Advertising: NONE

Include copies of any direct mail/invitations/email/internet/posters/press releases/media kit being sent out

## BUILDINGS, GROUNDS & PARKS DEPARTMENT

- 1) Will any object, such as tent posts or signs be driven into the ground:  
(If yes, please consult with B.G. & P. Dept. to avoid damaging the irrigation system)

YES ☒ NO

- 2) Will the event require the closure of any park / City area to the general public:

YES ☒ NO

If yes, please describe in detail: \_\_\_\_\_

- 3) Will the boardwalk be used to secure any items (tents, signs or any other type of structure):

YES ☒ NO

If yes, please describe in detail: \_\_\_\_\_

- 4) Will you have any vehicles on the boardwalk (Weight limit of 5000 lbs.):

YES ☒ NO

(Vehicles are restricted to the Tram Path only)

If yes, please describe in detail: \_\_\_\_\_

- 5) Will your event have any electrical needs:

YES

☒ NO

(Please attach a separate page for number of hook-ups needed at vendor locations and the electrical layout)

Will you have any sound / lighting equipment:

YES

NO

Will you be using a lighting or sound contractor:

YES

NO

Contractor Information: \_\_\_\_\_

- 6) Overhead banners, banner flags and/or signs installed on City property

(Please request a banner specifications sheet with your application. All banners need City approval before being created and displayed.)

Organizer is responsible to collect banners following the event

- a) Overhead Banners should be professionally made and measure 40 feet in length by 3 feet in width
- b) To get maximum display use; heavy duty grommets should be 16 inches apart and wind flaps cut and stitched in banner, should be constructed to last 2-4 weeks of display in the wind
- c) Banner Flags (10 poles) should be 5 feet in length by 30 inches wide (display should be 53" long)
- d) Welcome Area Billboard is 8 feet in length by 12 feet in width

NO

- 7) Describe banners/signs in detail with proper wording (please attach a photo/layout): \_\_\_\_\_

- 8) Electrical service fees shall be paid by the vendor:

(Please attach a separate page for number of hook-ups needed at vendor locations and the electrical layout)

A) \$35 per event for ONE twenty-amp

\$50 per event for ONE thirty-amp

\$75 per event for ONE fifty-amp

B) Extra circuits will be provided only if there is a surplus of circuits after all vendors who have paid for electrical service have been provided with electrical service and thereafter will be provided on a first-requested and paid/first-provided basis.

C) Any service calls to a vendor that is necessitated by an overloaded circuit will result in the vendor being assessed an additional \$70 fee, which sum is payable in the advance of the restoration of electrical service to the vendor.

# NORTH WILDWOOD BEACH PATROL

1) What location(s) of the beach/ocean will be used and for what purpose: 2nd St.  
North Wildwood

2) Do you anticipate the need for NWBP staff to support your event: YES NO  
 If yes, how many- 20 Purpose: assist individuals with  
special needs in ocean to surf w/

3) Will you require the use of NWBP Facilities, Vehicles, or Equipment: YES NO assistance/ support  
 (If yes, please describe in detail; include dates and times)

	1 <sup>st</sup> DAY	2 <sup>nd</sup> DAY	3 <sup>rd</sup> DAY
Day of the Week (SU,M,TU,W,TH,F,SA)	8:30		
Date (MM/DD/YY)	8/6/22		
Equipment Requested	truck to carry supplies		
Set-Up (00:00 AM/PM)	8:30 am		
Break-Down (00:00 AM/PM)	12:30 pm		
Location:	2nd st. beach North Wildwood		

## CITY CLERK OFFICE

1) Number of Non-Food Vendor Spaces: 0 Number of Food Vendor Spaces: 0  
 (Final Vendor list must be turned in 1 week prior to event date)  
 (Organizer is responsible for obtaining vendor permits from Clerk's office & distributing vendor permits to vendors before inspection)

Vendor Fees	1 Day	2 Day	3 Day
First Year Fee	\$ 10.00	\$ 20.00	\$ 40.00
Second Year Fee	\$ 20.00	\$ 40.00	\$ 80.00
Third & Fourth Year Fee	\$ 50.00	\$ 100.00	\$ 150.00
Fifth & Plus Year Fee	\$ 75.00	\$ 150.00	\$ 200.00

2) Will your event require bulk special event parking passes: YES NO  
**FOR 3-DAY OR MORE EVENTS ONLY**

3) If yes, how many: \_\_\_\_\_ List dates for passes: \_\_\_\_\_  
 \*Minimum 250 for out of season events and 500 for in season events; \$5 per day/per vehicle  
 (Must be paid for 30 days prior to date of event) (In season is Memorial Day to Labor Day of each calendar year)

# POLICE DEPARTMENT

1) Contact information of person in charge of event: Cindy Fertsch 609 705 532

2) Contact information of person on-site of event: Cindy Fertsch

3) Street or sidewalk closure(s): YES ☒ NO  
Plan approved: YES ☒ NO

4) Barricade request (fencing/barrels/cones) YES ☒ NO  
Plan submitted: YES ☒ NO  
Plan approved: YES ☒ NO

5) Responsible party for barricade set-up (Federal Fencing-Atlas-Police, etc.): \_\_\_\_\_

Contact information: \_\_\_\_\_

6) Signage requested "NO PARKING", Other (describe below): \_\_\_\_\_ Post Time: \_\_\_\_\_

7) Equipment stored overnight: YES ☒ NO  
Location: \_\_\_\_\_ Contact Info: \_\_\_\_\_

8) Site Plan – Detour/Traffic plan submitted: YES ☒ NO  
Police Approval: YES ☒ NO

9) Police requested or required for event: YES ☒ NO Start time: \_\_\_\_\_  
(Please write amount next to request) Finish time: \_\_\_\_\_

Officers- \_\_\_\_\_ Traffic Posts- \_\_\_\_\_ Overnight Security- \_\_\_\_\_

10) Music: YES ☒ NO Start time: \_\_\_\_\_ Finish time: \_\_\_\_\_  
Location: \_\_\_\_\_

11) Alcohol being served at event: YES ☒ NO Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_  
State ABC Approval: YES ☒ NO  
City Approval: YES ☒ NO

12) Staging Area: YES ☒ NO  
Plan Submitted: YES ☒ NO  
Plan Approved: YES ☒ NO

13) First-Aid/EMS on site: YES ☒ NO

14) Large Events: Command Post being utilized: YES ☒ NO

Location of Command Post: \_\_\_\_\_ Phone #: \_\_\_\_\_

List of Department representatives and contact numbers:  
(Please put on a separate sheet)

## FIRE & EMS DEPARTMENT

- 1) Do you anticipate the need for Fire / EMS staff / equipment to support your event: YES NO  
*Fire Chief will determine the amount of staff and/or equipment needed for your request. attendance - \_\_\_\_\_*

3) Purpose: \_\_\_\_\_

- 4) Will you require the use of Fire Dept. Facilities or portable equipment: YES NO

5) If yes, please describe in detail, including dates and times: \_\_\_\_\_

## CONSTRUCTION, FIRE & HOUSING DEPARTMENT

- 1) Will there be a bonfire, open flame, lighting, cooking, extinguishing, or burning of any material: YES NO

2) If yes, please describe in detail: \_\_\_\_\_

- 3) Will there be any tents used larger than 900 square feet and more than 30 feet in any direction: YES NO

4) If yes, please describe in detail: \_\_\_\_\_

- 5) Permit #: \_\_\_\_\_ (Will be issued after Mayor & Council Approval)

**\*\*The number of bonfire permits are limited and based on the availability of fire personnel\*\***

a) Application for a permit required by this code shall be made to the fire official in such form and detail as the fire official shall prescribe. Applications for permits shall be accompanied by plans or drawings as required by the fire official for evaluation of the application.

b) Type 1 Permit: PERMIT FEE - \$54.00 (non-refundable)

1) The use of any open flame or flame-producing device, in connection with any public gathering for purpose of entertainment, amusement, or recreation.

2) The erection, operation or maintenance of any tent or canopy that is greater than 900 square feet and more than 30 feet in any direction.

## PERMIT / APPROVAL / AUTHORIZATION

Event Name: Heart of Seaford

Date(s) of Event: Sat 8-6-22

Mayor & Council: \_\_\_\_\_ Date: \_\_\_\_\_

City Clerk: \_\_\_\_\_ Date: \_\_\_\_\_

Director of Tourism: \_\_\_\_\_ Date: \_\_\_\_\_

Application Fee waived: ☒ YES ☐ NO

Service Fees waived: ☒ YES ☐ NO

☐ Approved as submitted.

☐ Approved with the following conditions:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

### Office use only:

Final Date of Approval: \_\_\_\_\_ Projected Total Costs for this event: \_\_\_\_\_

Date Permit Issued: \_\_\_\_\_ Permit Number: \_\_\_\_\_

Permit Cost: \_\_\_\_\_ Total City Departmental Projected Costs: \_\_\_\_\_

## FOR OFFICIAL USE ONLY

Date of Preliminary Meeting: \_\_\_\_\_

Meeting Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date of Pre-event Meeting: \_\_\_\_\_

Meeting Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### EVENT CHECKLIST

☐

N/A

Application Fee Paid

☐

Certificate of Insurance listing N.W. as Additionally Insured

☐

Additional Insured Endorsement Page(s) attached

☒

SM 274

Hold Harmless completed & signed

☐

Detailed Site Plan defining the logistics of the event

☐

N/A

Vendor list submitted to Clerk's Office

☐

Copy of extra materials such as schedule, agenda, flyers, timeline, etc.

☐

N/A

Additional applications (State Police-BOH-NJDOT-Fire Permit-ABC-Tent Permit)

☐

N/A

Special Event Parking Passes Paid

☐

Miscellaneous

☐

Ready to be placed on the DMS

# TREASURER DEPARTMENT

## BILLING

Heart of Sunday  
Name of Event

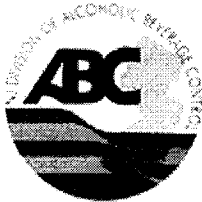
Sat 8-6-22  
Date of Event

Application Fee	\$ <u>0.00</u> <i>void</i>	Non-Profit \$25.00	For-Profit \$50.00
Police Dept.	\$ _____		
Fire Dept.	\$ _____		
Public Works Dept.	\$ _____		
Buildings, Grounds, Electric-Parks	\$ _____		
Clerk's Office	\$ _____		
Construction, Fire & Housing	\$ _____		
Beach Patrol	\$ _____		
Recreation & Tourism Dept.	\$ _____		
Stage Rental	\$ _____		
Special Event Parking Passes	\$ _____		
Miscellaneous Costs	\$ _____		
TOTAL	\$ <u>0</u>		

**Scott Jett**

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**From:** ABCDoNotReply@njoag.gov  
**Sent:** Saturday, July 9, 2022 11:40 AM  
**To:** sjett@northwildwood.com  
**Subject:** NJ ABC - Permit Application for an event in your municipality.  
**Attachments:** IRISH\_FALL\_FESTIVAL\_SETUP\_SETUP.pdf; Irish\_Fall\_Festival\_Security\_Plan.docx



**State of New Jersey  
Office of the Attorney General  
Division of Alcoholic Beverage Control**

**Municipal Notification Regarding  
Application of Event Type Permit**

P.O. Box 087, 140 East Front Street, Trenton, NJ 08625-0087 • 609-984-2830 • [www.nj.gov/oag/abc](http://www.nj.gov/oag/abc)

**FOR ALL APPLICANTS:** You are receiving a courtesy copy of your application.

**FOR APPLICANTS OF COVID 19 EXPANSION OF PREMISES PERMIT :** You are responsible for ensuring that your application has been endorsed by the Chief of Police and the Clerk of the municipality in which the expanded premises that is the subject of this application is located.

**FOR APPLICANTS OF SOCIAL AFFAIR, CATERING, EXTENSION OF PREMISES AND LIMITED BREWERY OFF-PREMISES EVENT PERMITS FOR EVENTS TO BE HELD ON MUNICIPAL OR PRIVATE PROPERTY:** You are responsible for ensuring that your application has been endorsed by the Chief of Police and the Clerk of the municipality in which the event that is the subject of this application.

**FOR APPLICANTS OF TEMPORARY STORAGE PERMITS:** You are responsible for ensuring that your application has been endorsed by the Chief of Police and the Clerk of the municipality that is the subject of this application.

**FOR MUNICIPAL ISSUING AUTHORITIES:** A Special Permit (Social Affair or Catering or Extension of Premises or Limited Brewery Off-Premises or COVID-19 EXPANSION OF PREMISES) has been applied for in your jurisdiction. Please login to the Division website to review the Permit Application and provide your Endorsement of the application by the noted due date. If you have any questions regarding the application, please contact the Division at 609-984-2830, and request to speak with a representative of the Permit Unit.

**FOR APPLICANTS OF SOCIAL AFFAIR, CATERING, EXTENSION OF PREMISE AND LIMITED BREWERY OFF-PREMISES PERMITS FOR EVENTS TO BE HELD ON PROPERTY OR PREMISES THAT ARE OWNED BY OR**

UNDER THE CONTROL OF A STATE OR COUNTY ENTITY: You are responsible for obtaining the Endorsements of the Chief Law Enforcement Officer and Chief Administrative Official with jurisdiction over the property or premises on which the event that is the subject of this application will be held. For instructions on obtaining the required Endorsements, please scroll down to the end of this Notification.

FAILURE TO OBTAIN THE REQUIRED ENDORSEMENTS WILL RESULT IN DENIAL OF YOUR APPLICATION.

This notification is being sent to the following email addresses:

- 256@NYPD.ORG
- ronsimone3@gmail.com
- sjett@northwildwood.com

Permit Type:	Social Affair
File Number:	533557
Permittee:	ANGLESEA IRISH SOCIETY
License Number:	N/A
Mailing Address:	
Physical Address:	3005 PACIFIC AVENUE WILDWOOD, NJ 08260 USA
Contact:	MICHAEL WILSON

Applicant Email:	ronsimone3@gmail.com
------------------	----------------------

Additional Permit Information

County:	05 - CAPE MAY COUNTY
Municipality:	07 - NORTH WILDWOOD CITY

Was the Non-Profit Group/Organization formed as a Religious, Civic or Educational Entity?  
Yes

Location

Location Description:

North Wildwood Entertainment District

Address:

100 Olde New Jersey AVENUE  
North Wildwood, NJ 08260  
USA

Event Details

What is the specific event being held?

Non-profit Irish Fall Festival

Event Dates

Sep 22, 2022 from 12:00 PM to 11:00 PM

Sep 23, 2022 from 10:00 AM to 11:00 PM

Sep 24, 2022 from 10:00 AM to 11:00 PM

Sep 25, 2022 from 10:00 AM to 11:00 PM

Application Questions

Question 1:

Please supply the person's name and phone number to contact should there be any questions related to this application. NAME PHONE NUMBER

Response:

Ronald Simone (267) 252-1888

Question 2:

Is the event premise owned by or under the control of a A) municipality, B) county, C) State or D) other? Please Identify the owner by one of the aforementioned codes. Provide the name of the owner, as well as a phone number for the owner and for what the premise is normally used.

Response:

A. Municipality W. Scott Jett, City Clerk (609) 522-2030 ext. 1400 Municipal public right of way

Question 3:

By checking yes, the applicant is stating that they are in good standing and do not currently have their non-profit status revoked.

Yes / No Response:

Yes

Question 4:

Has the organization been issued a Social Affair Permit during the past three (3) years?

Yes / No Response:

Yes

Question 5:

Does the event premise hold an alcoholic beverage license or Winery Salesroom/Outlet issued by the New Jersey Division of Alcoholic Beverage Control?

Yes / No Response:

No

Question 6:

For what purpose is the premise normally used for?

Response:

Municipal public right of way

Question 7:

Does the premise conduct mercantile business?

Yes / No Response:

No

Question 8:

How is a charge assessed? Ticket, contribution or other; please specify.

Response:

Free of charge event. Sales of alcoholic beverages.

Question 9:

Who is the recipient of the proceeds?

Response:

Non profit organization.

Question 10:

Will you be dispensing Wine?

Yes / No Response:

No

Question 11:

Will you be dispensing Malt Alcoholic Beverages(Beer)?

Yes / No Response:

Yes

What is the cup size?

Response:

12oz

Question 12:

Will you be dispensing Distilled Spirits?

Yes / No Response:

Yes

What is the cup size?

Response:

12oz

Question 13: How is the alcohol being obtained? Is it being donated or are you purchasing? Please explain:

Response: Purchased and donated.

Question 14: Who will be pouring the alcoholic beverages at the event?

Response: Bartenders

Question 15: How many people are expected to attend the event on a daily basis?

Response: 10,000 - 25,000

Question 16: What is the approximate age group of the attendees?

Response: 21 - 65

Question 17: Will persons under the legal age to consume alcohol be in attendance?

Response: Yes.

Question 18: Explain in DETAIL the security plans for the event. The plans should include the number of people checking for ID's, plans to prevent pass-offs to minors, the type of security at the event, the limit of alcoholic beverages per transaction, and any other relevant information pertaining to the event.

Response: Security Plan Description: Anglesea Irish Society has contracted with GMCS USA for security services to assist with ID Checks and overall security needs. There will be a two drink per person limit, with two security guards at each serving station to ensure that all IDs are checked and that no drinks are passed back after purchase. There will be a total of three (3) serving stations with two (2) security guards at each serving station for a total of six (6) security guards to assist with all ID checking and security needs. There will additionally be a large police presence from North Wildwood Police Department and the Cape May County Sheriff's Office to assist and ensure that alcoholic drinks are not passed to minors after purchase. Immediately following ID, if a valid ID is presented and the

buyer is of age, they will receive a wristband that will permit them to purchase a beverage. Wristbands will be checked prior to any purchase being approved. Servers will also be checking for wristbands. If a fake ID is presented to security, the Police Department who will be onsite will respond accordingly. There will also be security guards posted at night and the City has security cameras along the entire Entertainment District.

Question 19:

Is the event being handled by a third party, promoter, production company, or other entity?

Yes / No Response:

No

Question 20:

By selecting yes, you understand that gambling, mock gambling and gambling paraphernalia are not permitted on the premise licensed by the Special Permit unless otherwise approved by the Legalized Games of Chance Control Commission. Contact the Commission at (973) 273-8000

Yes / No Response:

Yes

Question 21:

Has this organization exceeded their limit of 12 Social Affair Permits for this calendar year?

Yes / No Response:

No

Question 22:

The Division must be notified for cancellation or rescheduling prior to the date of the event. Refunds will not be issued if cancellation is provided after the event date. Do you acknowledge the above statement and wish to submit your application.

Yes / No Response:

Yes

Question 23:

By checking "yes" to this question, you are stating that you have obtained the necessary consent from the person so authorized at the premises where the affair is to be held, including property under the control of a unit of government, municipality, county or State, a church; or premises under license or other privately owned facility.

Yes / No Response:

Yes

Question 24:

Provide the full name, title, phone number and e-mail address of the person who provided the applicant with approval for the event being held at the location specified.

Response:

W. Scott Jett, City Clerk (609) 522-2030 ext. 1400  
sjett@northwildwood.com 901 Atlantic Ave North  
Wildwood, NJ 08260

Question 25:

For verification purposes, please supply the mailing address of the non-profit organization.

Response:

3005 Pacific Avenue, Wildwood, NJ 08260

#### Documents

See below for a list of documents attached to this email.

Document Type	File Name	Upload Date
Site Plan/Sketch of Premise	IRISH FALL FESTIVAL SETUP SETUP.pdf	Jul 09, 2022
Miscellaneous Document	Irish Fall Festival Security Plan.docx	Jul 09, 2022

**SPECIAL NOTE TO ALL SOCIAL AFFAIR, CATERING, EXTENSION OF PREMISES AND LIMITED BREWERY OFF-PREMISES EVENT APPLICANTS FOR EVENTS TO BE HELD ON PROPERTY OR PREMISES OWNED BY OR UNDER THE CONTROL OF A STATE OR COUNTY ENTITY**

1) If you identified in question two (2) above that the event will be held on property or at a premises which is either owned by or under the control of a County or State entity, you are required to obtain the Endorsements of the Chief Law Enforcement Officer and Chief Administrative Official with jurisdiction over the property on which the event is to be held.

2) This notification and all documents identified above must be submitted to the appropriate officials;

3) If the Chief Law Enforcement Officer or Chief Administrative Official objects to the application or seeks to impose Special Conditions on the requested permit, they shall provide, in writing, the reason(s) for the objections or Special Conditions.

4) The Endorsements required herein must be returned to the Division via email (NJABCPermits@njoag.gov) by no later than five business days prior to the date of the event. Counterparts of the Endorsements may be submitted, provided that both Endorsements are received by

the Division no later than five business days prior to the date of the event.

THIS SECTION IS TO BE COMPLETED BY THE OFFICIALS OF THE COUNTY OR STATE ENTITY WITH JURISDICTION OVER THE PREMISES OR PROPERTY ON WHICH THE EVENT IS TO BE HELD

CERTIFICATION OF CHIEF ADMINISTRATIVE OFFICIAL AND CHIEF LAW ENFORCEMENT OFFICER:

I hereby certify that:

1. I have the authority to act on behalf of the State or County entity in this matter;
2. I have reviewed the application submitted;
3. I have considered any objections made to this application; and
4. I have concluded that there are not more than 25 permits issued for the premises designated in this application for this calendar year.

I further certify that the statements provided herein are accurate. If any of the foregoing statements are willfully false, I am subject to punishment.

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Chief Administrative Official

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of State or County Entity: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Chief Law Enforcement Officer

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of State or County Entity: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

If there are any questions regarding the Certification section above, please contact the Division at 609-984-2830 and request to speak with a representative of the Permit Unit.

Thank you,

NJABC Permit Unit

Please note: Upon the request by the Division, original signatures must be provided.

**CONFIDENTIALITY NOTICE** The information contained in this communication from the Office of the New Jersey Attorney General is privileged and confidential and is intended for the sole use of the persons or entities who are the addressees. If you are not an intended recipient of this e-mail, the dissemination, distribution, copying or use of the information it contains is strictly prohibited. If you have received this communication in error, please immediately contact the Office of the Attorney General at (609) 292-4925 to arrange for the return of this information.

2<sup>ND</sup> AVENUE

VENDORS

BEER/ID  
1

1<sup>ST</sup> AVENUE

KEENANS

CURRANS

VENDORS

ELKS

BEER/ID  
2

CHESTNUT AVENUE

JOE JOES  
PIZZA

NORTH  
END

VENDORS

EXIT 6

WALNUT AVENUE

INLET ON  
OLDE

VENDORS

BEER/ID  
3

SPRUCE AVENUE

### **Security Plan Description:**

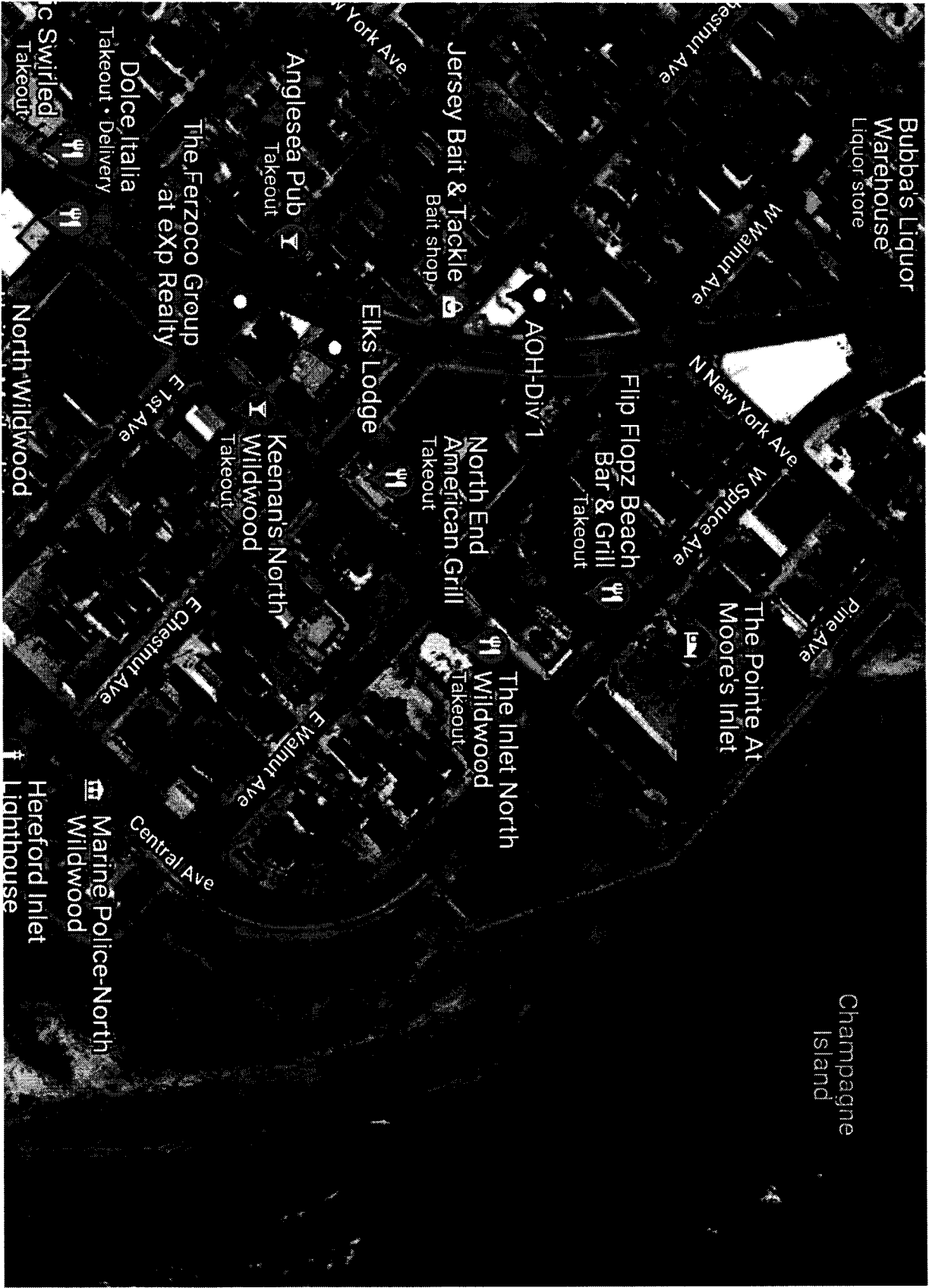
Anglesea Irish Society has contracted with GMCS USA for security services to assist with ID Checks and overall security needs. There will be a two drink per person limit, with two security guards at each serving station to ensure that all IDs are checked and that no drinks are passed back after purchase. There will be a total of three (3) serving stations with two (2) security guards at each serving station for a total of six (6) security guards to assist with all ID checking and security needs. There will additionally be a large police presence from North Wildwood Police Department and the Cape May County Sheriff's Office to assist and ensure that alcoholic drinks are not passed to minors after purchase. Immediately following ID, if a valid ID is presented and the buyer is of age, they will receive a wristband that will permit them to purchase a beverage. Wristbands will be checked prior to any purchase being approved. Servers will also be checking for wristbands. If a fake ID is presented to security, the Police Department who will be onsite will respond accordingly.

There will also be security guards posted at night and the City has security cameras along the entire Entertainment District.

There will be three serving locations: East side of 1<sup>st</sup> Avenue East side of Chestnut Avenue, and the East side of Spruce Avenue, as shown as an orange square on the attached map, labeled BEER/ID.



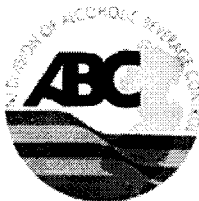
Serving Stations 1, 2 and 3  
(Two security guards, Police presence, and servers at every serving station. Every patron waiting in line will have to present an ID and if of legal age, will receive a wristband to be able to purchase a beverage.



**Scott Jett**

---

**From:** ABCDoNotReply@njoag.gov  
**Sent:** Saturday, July 9, 2022 11:15 AM  
**To:** sjett@northwildwood.com  
**Subject:** NJ ABC - Permit Application for an event in your municipality.  
**Attachments:** BOOTS\_AT\_THE\_BEACH\_SETUP\_rev\_9.16.21.pdf; Boots\_at\_the\_Beach\_Festival.pdf



**State of New Jersey  
Office of the Attorney General  
Division of Alcoholic Beverage Control**

**Municipal Notification Regarding  
Application of Event Type Permit**

P.O. Box 087, 140 East Front Street, Trenton, NJ 08625-0087 • 609-984-2830 • [www.nj.gov/oag/abc](http://www.nj.gov/oag/abc)

**FOR ALL APPLICANTS:** You are receiving a courtesy copy of your application.

**FOR APPLICANTS OF COVID 19 EXPANSION OF PREMISES PERMIT :** You are responsible for ensuring that your application has been endorsed by the Chief of Police and the Clerk of the municipality in which the expanded premises that is the subject of this application is located.

**FOR APPLICANTS OF SOCIAL AFFAIR, CATERING, EXTENSION OF PREMISES AND LIMITED BREWERY OFF-PREMISES EVENT PERMITS FOR EVENTS TO BE HELD ON MUNICIPAL OR PRIVATE PROPERTY:** You are responsible for ensuring that your application has been endorsed by the Chief of Police and the Clerk of the municipality in which the event that is the subject of this application.

**FOR APPLICANTS OF TEMPORARY STORAGE PERMITS:** You are responsible for ensuring that your application has been endorsed by the Chief of Police and the Clerk of the municipality that is the subject of this application.

**FOR MUNICIPAL ISSUING AUTHORITIES:** A Special Permit (Social Affair or Catering or Extension of Premises or Limited Brewery Off-Premises or COVID-19 EXPANSION OF PREMISES) has been applied for in your jurisdiction. Please login to the Division website to review the Permit Application and provide your Endorsement of the application by the noted due date. If you have any questions regarding the application, please contact the Division at 609-984-2830, and request to speak with a representative of the Permit Unit.

**FOR APPLICANTS OF SOCIAL AFFAIR, CATERING, EXTENSION OF PREMISE AND LIMITED BREWERY OFF-PREMISES PERMITS FOR EVENTS TO BE HELD ON PROPERTY OR PREMISES THAT ARE OWNED BY OR**

UNDER THE CONTROL OF A STATE OR COUNTY ENTITY: You are responsible for obtaining the Endorsements of the Chief Law Enforcement Officer and Chief Administrative Official with jurisdiction over the property or premises on which the event that is the subject of this application will be held. For instructions on obtaining the required Endorsements, please scroll down to the end of this Notification.

FAILURE TO OBTAIN THE REQUIRED ENDORSEMENTS WILL RESULT IN DENIAL OF YOUR APPLICATION.

This notification is being sent to the following email addresses:

- 256@NYPD.ORG
- ronsimone3@gmail.com
- sjett@northwildwood.com

Permit Type:	Social Affair
File Number:	533552
Permittee:	ANGLESEA IRISH SOCIETY
License Number:	N/A
Mailing Address:	
Physical Address:	3005 PACIFIC AVENUE WILDWOOD, NJ 08260 USA
Contact:	MICHAEL WILSON

Applicant Email:	ronsimone3@gmail.com
------------------	----------------------

Additional Permit Information

County:	05 - CAPE MAY COUNTY
Municipality:	07 - NORTH WILDWOOD CITY

Was the Non-Profit Group/Organization formed as a Religious, Civic or Educational Entity?

Yes

Location

Location Description:

**North Wildwood Entertainment District**

**Address:**

100 Olde New Jersey Avenue AVENUE

North Wildwood, NJ 08260

USA

Municipal Public Right of Way

**Event Details**

What is the specific event being held?

Charity County Music Concert/Festival

**Event Dates**

Sep 16, 2022 from 6:00 PM to 11:00 PM

Sep 17, 2022 from 10:00 AM to 11:00 PM

Sep 18, 2022 from 10:00 AM to 5:00 PM

**Application Questions**

Question 1:

Please supply the person's name and phone number to contact should there be any questions related to this application. NAME PHONE NUMBER

Response:

Ronald Simone (267) 252-1888

Question 2:

Is the event premise owned by or under the control of a A) municipality, B) county, C) State or D) other? Please Identify the owner by one of the aforementioned codes. Provide the name of the owner, as well as a phone number for the owner and for what the premise is normally used.

Response:

A. Municipality, City of North Wildwood, NJ - W. Scott Jett, City Clerk, (609) 522-2030 ext. 1400

Question 3:

By checking yes, the applicant is stating that they are in good standing and do not currently have their non-profit status revoked.

Yes / No Response:

Yes

Question 4:

Has the organization been issued a Social Affair Permit during the past three (3) years?

Yes / No Response:

Yes

Question 5: Does the event premise hold an alcoholic beverage license or Winery Salesroom/Outlet issued by the New Jersey Division of Alcoholic Beverage Control?

Yes / No Response: No

Question 6: For what purpose is the premise normally used for?

Response: Municipal Street/Public Right of Way

Question 7: Does the premise conduct mercantile business?

Yes / No Response: No

Question 8: How is a charge assessed? Ticket, contribution or other; please specify.

Response: Free to the general public

Question 9: Who is the recipient of the proceeds?

Response: Non-profit organization.

Question 10: Will you be dispensing Wine?

Yes / No Response: No

Question 11: Will you be dispensing Malt Alcoholic Beverages(Beer)?

Yes / No Response: Yes

What is the cup size?

Response: 12oz

Question 12: Will you be dispensing Distilled Spirits?

Yes / No Response: Yes

What is the cup size?

Response: 12oz

Question 13: How is the alcohol being obtained? Is it being donated or are you purchasing? Please explain:

Response: Purchased and donated

Question 14: Who will be pouring the alcoholic beverages at the event?

Response: Bartenders

Question 15: How many people are expected to attend the event on a daily basis?

Response: Up to 10,000

Question 16: What is the approximate age group of the attendees?

Response: 21 - 60

Question 17: Will persons under the legal age to consume alcohol be in attendance?

Response: Yes

Question 18: Explain in DETAIL the security plans for the event. The plans should include the number of people checking for ID's, plans to prevent pass-offs to minors, the type of security at the event, the limit of alcoholic beverages per transaction, and any other relevant information pertaining to the event.

Response: Anglesea Irish Society has contracted with GMCS USA for security services to assist with ID Checks and overall security needs. There will be a two drink per person limit, with two security guards at each serving station to ensure that all IDs are checked and that no drinks are passed back after purchase. There will additionally be a large police presence from North Wildwood Police Department to assist and ensure that alcoholic drinks are not passed to minors after purchase. Immediately following ID, if a valid ID is presented and the buyer is of age, they will receive a wristband that will permit them to purchase a beverage. Wristbands will be checked prior to any purchase being approved. Servers will also be checking for wristbands. If a fake ID is presented to security, the Police Department who will be onsite will respond accordingly. There will also be security guards posted at night and the City has security

cameras along the entire Entertainment District. There will be two serving locations: East side of 1st Avenue and the West side of Chestnut Avenue, as shown as an orange square on the attached map, labeled BEER/ID.

Question 19: Is the event being handled by a third party, promoter, production company, or other entity?

Yes / No Response: No

Question 20: By selecting yes, you understand that gambling, mock gambling and gambling paraphernalia are not permitted on the premise licensed by the Special Permit unless otherwise approved by the Legalized Games of Chance Control Commission. Contact the Commission at (973) 273-8000

Yes / No Response: Yes

Question 21: Has this organization exceeded their limit of 12 Social Affair Permits for this calendar year?

Yes / No Response: No

Question 22: The Division must be notified for cancellation or rescheduling prior to the date of the event. Refunds will not be issued if cancellation is provided after the event date. Do you acknowledge the above statement and wish to submit your application.

Yes / No Response: Yes

Question 23: By checking "yes" to this question, you are stating that you have obtained the necessary consent from the person so authorized at the premises where the affair is to be held, including property under the control of a unit of government, municipality, county or State, a church; or premises under license or other privately owned facility.

Yes / No Response: Yes

Question 24: Provide the full name, title, phone number and e-mail address of the person who provided the applicant with approval for the event being held at the location specified.

Response: W. Scott Jett, City Clerk (609) 522-2030 ext. 1400  
sjett@northwildwood.com 901 Atlantic Ave North  
Wildwood, NJ 08260

Question 25: For verification purposes, please supply the mailing address of the non-profit organization.

Response: 3005 Pacific Avenue, Wildwood, NJ 08260

#### Documents

See below for a list of documents attached to this email.

<b>Document Type</b>	<b>File Name</b>	<b>Upload Date</b>
Site Plan/Sketch of Premise	BOOTS AT THE BEACH SETUP_rev. 9.16.21.pdf	Jul 09, 2022
Miscellaneous Document	Boots at the Beach Festival.pdf	Jul 09, 2022

**SPECIAL NOTE TO ALL SOCIAL AFFAIR, CATERING, EXTENSION OF PREMISES AND LIMITED BREWERY OFF-PREMISES EVENT APPLICANTS FOR EVENTS TO BE HELD ON PROPERTY OR PREMISES OWNED BY OR UNDER THE CONTROL OF A STATE OR COUNTY ENTITY**

1) If you identified in question two (2) above that the event will be held on property or at a premises which is either owned by or under the control of a County or State entity, you are required to obtain the Endorsements of the Chief Law Enforcement Officer and Chief Administrative Official with jurisdiction over the property on which the event is to be held.

2) This notification and all documents identified above must be submitted to the appropriate officials;

3) If the Chief Law Enforcement Officer or Chief Administrative Official objects to the application or seeks to impose Special Conditions on the requested permit, they shall provide, in writing, the reason(s) for the objections or Special Conditions.

4) The Endorsements required herein must be returned to the Division via email (NJABCPpermits@njoag.gov) by no later than five business days prior to the date of the event.

Counterparts of the Endorsements may be submitted, provided that both Endorsements are received by the Division no later than five business days prior to the date of the event.

THIS SECTION IS TO BE COMPLETED BY THE OFFICIALS OF THE COUNTY OR STATE ENTITY WITH JURISDICTION OVER THE PREMISES OR PROPERTY ON WHICH THE EVENT IS TO BE HELD

CERTIFICATION OF CHIEF ADMINISTRATIVE OFFICIAL AND CHIEF LAW ENFORCEMENT OFFICER:

I hereby certify that:

1. I have the authority to act on behalf of the State or County entity in this matter;
2. I have reviewed the application submitted;
3. I have considered any objections made to this application; and
4. I have concluded that there are not more than 25 permits issued for the premises designated in this application for this calendar year.

I further certify that the statements provided herein are accurate. If any of the foregoing statements are willfully false, I am subject to punishment.

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Chief Administrative Official

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of State or County Entity: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Chief Law Enforcement Officer

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of State or County Entity: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

If there are any questions regarding the Certification section above, please contact the Division at 609-

984-2830 and request to speak with a representative of the Permit Unit.

Thank you,

NJABC Permit Unit

Please note: Upon the request by the Division, original signatures must be provided.

**CONFIDENTIALITY NOTICE** The information contained in this communication from the Office of the New Jersey Attorney General is privileged and confidential and is intended for the sole use of the persons or entities who are the addressees. If you are not an intended recipient of this e-mail, the dissemination, distribution, copying or use of the information it contains is strictly prohibited. If you have received this communication in error, please immediately contact the Office of the Attorney General at (609) 292-4925 to arrange for the return of this information.

**Food Vendors 2:**

WCA Corn – 2-7 \*\* Need 50 AMP  
Board. (Beach Bum) Iced Coffee – 2-6  
Big Squeeze Lemon – 2-5 \*\* Need 50 AMP  
Original Hot Spot – 2-4 \*\* Need 3 X 20 AMP  
Gourmet BBQ – 2- 3 \*\* Need 50 AMP  
Hot Diggity Dogs – 2-2 \*\* Need 20 AMP  
Rib Eyes Steaks – 2-1 \*\* Need 50 AMP

**Vendors 1:**

Cow Town – 1-7 \*\* Need 20 AMP  
Wood Wide Creations – 1-6 \*\* Need 20 AMP  
Keltex Apparel – 1-5 \*\* Need 20 AMP  
Jolina Leggings – 1-4 \*\* Need 20 AMP  
Binky's Bows – 1-3 \*\* Need 20 AMP  
Sign Me Pretty – 1-2 \*\* Need 20 AMP  
Bass Pro Shops – 1-1

**Vendors C:**

Zanes Western Apparel – C-6 \*\* Need 20 AMP  
Lost @ Sea – C-5 \*\* Need 20 AMP  
Maggies of Wildwood – C-4  
Owl, Jewelry – C-3  
Busy Bees NJ – C-2  
Fat Daddy's Jerky Hut – C-1

**Vendors W:**

Embellish – W-5  
State Farm – W-4  
No Dogs Left Behind – W-3  
Project Refit – W-2  
Unity Tour – W-1

*Wildwood Catholic Academy PTO and AOH Women Aux will be in the lot at 1<sup>st</sup> Avenue*

## 2<sup>ND</sup> AVENUE

### FOOD VENDORS 2:

WCA Corn - 2-7  
Board. Iced Coffee - 2-6  
Big Squeeze Lemon - 2-5  
Original Hot Spot - 2-4  
Gourmet BBQ - 2-3  
Hot Diggity Dogs - 2-2  
Rib Eyes Steaks - 2-1

Portapots

AOH  
Aux

WCA  
PTO

BEER/ID

## 1<sup>ST</sup> AVENUE

Stage

Trash/  
Recycling

KEENANS

### VENDORS 1:

Cow Town - 1-7  
Wood Wide Creations - 1-6  
Keltex Apparel - 1-5  
Jolina Leggings - 1-4  
Binky's Bows - 1-3  
Sign Me Pretty - 1-2  
Bass Pro Shops - 1-1

CURRANS

ELKS

City  
Stage

## CHESTNUT AVENUE

Raffle Tent

BEER/ID

JOE JOES  
PIZZA

### VENDORS C:

Zanes Western Apparel - C-6  
Lost @ Sea - C-5  
Maggies of Wildwood - C-4  
Owl Jewelry - C-3  
Busy Bees NJ - C-2  
Fat Daddy's Jerky Hut - C-1

NORTH  
END

EXIT 6

## WALNUT AVENUE

INLET ON  
OLDE

### VENDORS W:

Embellish - W-5  
State Farm - W-4  
No Dogs Left Behind - W-3  
Project Refit - W-2  
Unity Tour - W-1

## SPRUCE AVENUE

### **Security Plan Description:**

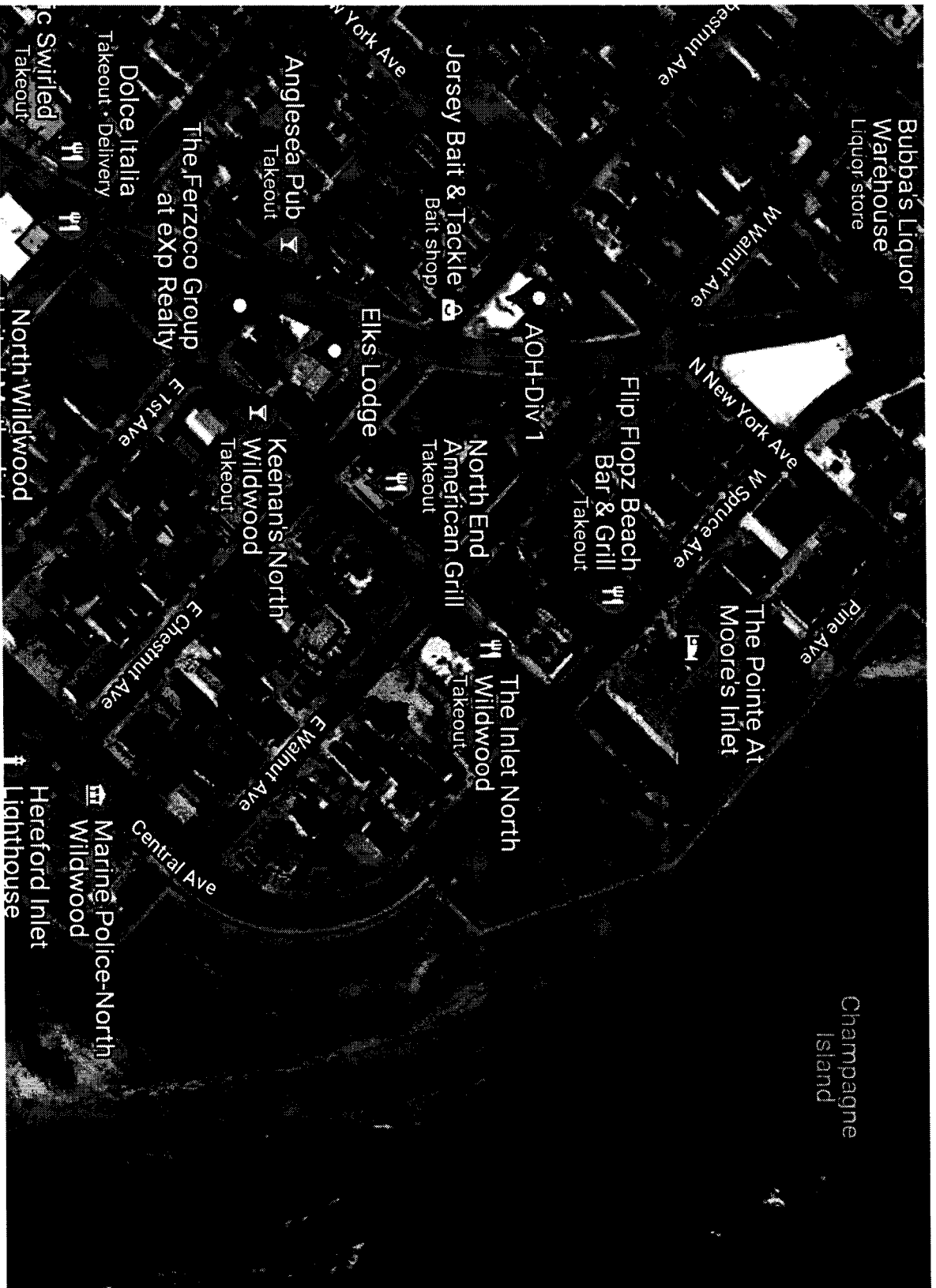
Anglesea Irish Society has contracted with GMCS USA for security services to assist with ID Checks and overall security needs. There will be a two drink per person limit, with two security guards at each serving station to ensure that all IDs are checked and that no drinks are passed back after purchase. There will additionally be a large police presence from North Wildwood Police Department to assist and ensure that alcoholic drinks are not passed to minors after purchase. Immediately following ID, if a valid ID is presented and the buyer is of age, they will receive a wristband that will permit them to purchase a beverage. Wristbands will be checked prior to any purchase being approved. Servers will also be checking for wristbands. If a fake ID is presented to security, the Police Department who will be onsite will respond accordingly.

There will also be security guards posted at night and the City has security cameras along the entire Entertainment District.

There will be two serving locations: East side of 1<sup>st</sup> Avenue and the West side of Chestnut Avenue, as shown as an orange square on the attached map, labeled BEER/ID.



Serving Station 1 and 2  
(Two security guards, Police presence, and servers at every serving station. Every patron waiting in line will have to present an ID and if of legal age, will receive a wristband to be able to purchase a beverage.



**CITY OF NORTH WILDWOOD**  
**COUNTY OF CAPE MAY, NEW JERSEY**

**ORDINANCE NO. 1885**

**AN ORDINANCE AMENDING CHAPTER 138, BEACHES**

**BE IT ORDAINED**, by the Council of the City of North Wildwood in the County of Cape May, State of New Jersey, as follows:

**Section One.** The portions of Ordinance 334, as amended, that have been codified in §138-3 of the Code of the City of North Wildwood are hereby supplemented to the extent that §138-3 shall henceforth include an additional paragraph, which shall be codified as §138-3U and which shall read as follows:

U. To ride a bicycle upon the beaches of the City of North Wildwood, with the following exception:

- 1) Bicycles may be permitted on the beaches of the City of North Wildwood from 6:00 a.m. to 9:00 a.m., and from 5:30 p.m. to 10:00 p.m.

**Section Two.** If any portion of this Ordinance is determined to be invalid by a court of competent jurisdiction, that determination shall have no effect upon the remainder of this Ordinance, which shall remain valid and operable.

**Section Three.** All Ordinances or parts of Ordinances inconsistent with this Ordinance, to the extent of such inconsistencies only, be and the same hereby are repealed.

**Section Four.** This Ordinance shall take effect immediately upon final passage and publication as provided by law.

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Patrick T. Rosenello, Mayor

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W. Scott Jett, City Clerk

Introduced: July 19, 2022  
Advertised: July 27, 2022  
Hearing/Final: August 16, 2022  
Advertised: August 24, 2022

**CITY OF NORTH WILDWOOD**  
**COUNTY OF CAPE MAY, NEW JERSEY**

**ORDINANCE NO. 1884**

ORDINANCE AUTHORIZING THE ACQUISITION OF  
VARIOUS HEAVY EQUIPMENT FOR THE CITY OF NORTH  
WILDWOOD, IN THE COUNTY OF CAPE MAY, NEW  
JERSEY, APPROPRIATING \$600,000 THEREFOR FROM  
CAPITAL -RESERVE TO PAY DEBT SERVICE FOR THE  
FINANCING THEREOF

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORTH  
WILDWOOD, IN THE COUNTY OF CAPE MAY, NEW JERSEY (not less than two-thirds of  
all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The improvement described in Section 2 of this ordinance is hereby  
authorized to be undertaken by the City of North Wildwood, in the County of Cape May, New  
Jersey (the “City”) as a general improvement. For the improvement or purpose described in  
Section 2, there is hereby appropriated the sum of \$600,000 from the City of North Wildwood  
Capital Reserve to pay debt, said sum being inclusive of all appropriations heretofore made  
therefor.

Section 2. The acquisitions hereby authorized and the purpose of the appropriations are  
as follows:

- Acquisition of Various Heavy Equipment for the Public Works Department  
including, but not limited to, Roll Off Truck and Dumpster, Street Sweeper, and a  
Dingo, together with the acquisition of all materials and equipment and the  
completion of all work necessary therefor or related thereto for an amount not to  
exceed \$600,000.

Section 3. The following matters are hereby determined, declared, recited and stated:

The improvement or purpose described in Section 2 of this bond ordinance is not a  
current expense. It is an improvement or purpose that the City may lawfully undertake as a

general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

Section 4. The capital budget of the City is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director of the Division of Local Government Services is on file with the Clerk and is available there for public inspection.

Section 5. This bond ordinance shall take effect upon its publication and passage in the manner provided by law.

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Patrick T. Rosenello, Mayor

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W. Scott Jett, City Clerk

Introduced: July 19, 2022  
Advertised: July 27, 2022  
Hearing/Final: August 16, 2022  
Advertised: August 24, 2022

**CITY OF NORTH WILDWOOD  
COUNTY OF CAPE MAY, NEW JERSEY**

**ORDINANCE NO. 1883**

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**BOND ORDINANCE AUTHORIZING THE COMPLETION OF VARIOUS CAPITAL IMPROVEMENTS IN THE CITY OF NORTH WILDWOOD, IN THE COUNTY OF CAPE MAY, NEW JERSEY; APPROPRIATING THE SUM OF \$3,500,000 THEREFOR; AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OR BOND ANTICIPATION NOTES OF THE CITY OF NORTH WILDWOOD, IN THE COUNTY OF CAPE MAY, NEW JERSEY, IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$3,325,000; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING**

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**BE IT ORDAINED** by the City Council of the City of North Wildwood, in the County of Cape May, New Jersey (not less than two-thirds of all the members thereof affirmatively concurring), pursuant to the provisions of the Local Bond Law, constituting Chapter 169 of the Laws of 1960 of the State of New Jersey, as amended and supplemented ("Local Bond Law"), as follows:

**Section 1.** The purposes described in Section 7 hereof are hereby authorized as general improvements to be made or acquired by City of North Wildwood, in the County of Cape May, New Jersey ("City").

**Section 2.** It is hereby found, determined and declared as follows:

- (a) the estimated amount to be raised by the City from all sources for the purposes stated in Section 7 hereof is \$3,500,000; and
- (b) the estimated amount of bonds or bond anticipation notes to be issued for the purposes stated in Section 7 hereof is \$3,325,000; and
- (c) a down payment in the amount of \$175,000 for the purposes stated in Section 7 hereof is currently available in accordance with the requirements of Section 11 of the Local Bond Law, *N.J.S.A. 40A:2-11*.

**Section 3.** The sum of \$3,325,000, to be raised by the issuance of bonds or bond anticipation notes, together with the sum of \$175,000, which amount represents the required down payment, are hereby appropriated for the purposes stated in this bond ordinance ("Bond Ordinance").

**Section 4.** The issuance of negotiable bonds of the City in an amount not to exceed \$3,325,000 to finance the costs of the purposes described in Section 7 hereof is hereby authorized. Said bonds shall be sold in accordance with the requirements of the Local Bond Law.

**Section 5.** In order to temporarily finance the purposes described in Section 7 hereof, the issuance of bond anticipation notes of the City in an amount not to exceed \$3,325,000 is hereby authorized. Pursuant to the Local Bond Law, the Chief Financial Officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver the same to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their date to delivery thereof. The Chief Financial Officer is hereby directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this Bond Ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

**Section 6.** The amount of the proceeds of the obligations authorized by this Bond Ordinance which may be used for the payment of interest on such obligations, accounting,

engineering, legal fees and other items as provided in Section 20 of the Local Bond Law, N.J.S.A. 40A:2-20, shall not exceed the sum of \$700,000.

**Section 7.** The improvements hereby authorized and the purposes for which said obligations are to be issued; the estimated costs of each said purpose; the amount of down payment for each said purpose; the maximum amount obligations to be issued for each said purpose and the period of usefulness of each said purpose within the limitations of the Local Bond Law are as follows:

	<u>Purpose/Improvement</u>	<u>Estimated Total Cost</u>	<u>Down Payment</u>	<u>Amount of Obligations</u>	<u>Period of Usefulness</u>
A.	Construction and Reconstruction of Various Streets, Roads, and Bulkheads in the City, all as more particularly set forth in the information on file with the City Administrator, together with the acquisition of all materials and equipment and completion of all work necessary therefor or related thereto	\$1,500,000	\$75,000	\$1,425,000	10 years
B.	Completion of Various Improvements to Municipal Buildings and Grounds including, but not limited to, Beach Replenishment in the City, all as more particularly set forth in the information on file with the City Administrator, together with the acquisition of all materials and equipment and completion of all work necessary therefor or related thereto	2,000,000	100,000	1,900,000	15 years
	<b>TOTAL</b>	<b>\$3,500,000</b>	<b>\$175,000</b>	<b>\$3,325,000</b>	

**Section 8.** Grants or other monies received from any governmental entity, if any, will be applied to the payment of, or repayment of obligations issued to finance, the cost of the purposes described in Section 7 above.

**Section 9.** The average period of useful life of the several purposes for the financing of which this Bond Ordinance authorizes the issuance of bonds or bond anticipation notes, taking into consideration the respective amounts of the bonds or bond anticipation notes authorized for said several purposes, is not less than 12.85 years.

**Section 10.** The supplemental debt statement provided for in Section 10 of the Local Bond Law, N.J.S.A. 40A:2-10, was duly filed in the office of the Clerk prior to the passage of this Bond Ordinance on first reading and a complete executed duplicate original thereof has been filed in the Office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. The supplemental debt statement shows that the gross debt of the City, as defined in Section 43 of the Local Bond Law, N.J.S.A. 40A:2-43, is increased by this Bond Ordinance by \$3,325,000 and that the obligations authorized by this Bond Ordinance will be within all debt limitations prescribed by said Local Bond Law.

**Section 11.** The full faith and credit of the City are irrevocably pledged to the punctual payment of the principal of and interest on the bonds or bond anticipation notes authorized by this Bond Ordinance, and to the extent payment is not otherwise provided, the City shall levy ad valorem taxes on all taxable real property without limitation as to rate or amount for the payment thereof.

**Section 12.** The applicable Capital Budget is hereby amended to conform with the provisions of this Bond Ordinance to the extent of any inconsistency therewith, and the resolution promulgated by the Local Finance Board showing full detail of the amended Capital Budget and Capital Program as approved by the Director of the Division of Local Government Services, is on file with the Clerk and available for inspection.

**Section 13.** The City hereby declares its intent to reimburse itself from the proceeds of the bonds or bond anticipation notes authorized by this Bond Ordinance pursuant to Income Tax Regulation Section 1.150-2(e), promulgated under the Internal Revenue Code of 1986, as amended ("Code"), for "original expenditures", as defined in Income Tax Regulation Section 1.150-2(c)(2), made by the City prior to the issuance of such bonds or bond anticipation notes.

**Section 14.** The City hereby covenants as follows:

(a) it shall take all actions necessary to ensure that the interest paid on the bonds or bond anticipation notes authorized by this Bond Ordinance is exempt from the gross income of

the owners thereof for federal income taxation purposes, and will not become a specific item of tax preference pursuant to Section 57(a)(5) of the Code;

(b) it will not make any use of the proceeds of the bonds or bond anticipation notes or do or suffer any other action that would cause the bonds or bond anticipation notes to be "arbitrage bonds" as such term is defined in Section 148(a) of the Code and the Regulations promulgated thereunder;

(c) it shall calculate or cause to be calculated and pay, when due, the rebatable arbitrage with respect to the "gross proceeds" (as such term is used in Section 148(f) of the Code) of the bonds or bond anticipation notes;

(d) it shall timely file with the Internal Revenue Service, such information report or reports as may be required by Sections 148(f) and 149(e) of the Code; and

(e) it shall take no action that would cause the bonds or bond anticipation notes to be "federally guaranteed" within the meaning of Section 149(b) of the Code.

**Section 15.** The improvements authorized hereby are not current expenses and are improvements that the City may lawfully make. No part of the cost of the improvements authorized hereby has been or shall be specially assessed on any property specially benefited thereby.

**Section 16.** All ordinances, or parts of ordinances, inconsistent herewith are hereby repealed to the extent of any such inconsistency.

**Section 17.** In accordance with the Local Bond Law, this Bond Ordinance shall take effect twenty (20) days after the first publication thereof after final passage.

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Patrick T. Rosenello, Mayor

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W. Scott Jett, City Clerk

Introduced: July 19, 2022  
Advertised: July 27, 2022  
Hearing/Final: August 16, 2022  
Advertised: August 24, 2022

(Effective September 14, 2022)

CITY OF NORTH WILDWOOD  
COUNTY OF CAPE MAY, NEW JERSEY

ORDINANCE NO. 1883

Notice of Pending Bond Ordinance and Summary

The bond ordinance, the summary terms of which are included herein, was introduced and passed upon first reading at a meeting of the City Council of the City of the City of North Wildwood, in the County of Cape May, New Jersey, on July 19, 2022. It will be further considered for final passage, after public hearing thereon, at a meeting of the City Council to be held at the City Council Room, 901 Atlantic Ave, North Wildwood, New Jersey on \_\_\_\_\_, 2022 at \_\_\_\_\_ o'clock \_\_M. During the week prior to and up to and including the date of such meeting copies of the full ordinance will be available at no cost and during regular business hours, at the City Clerk’s office for the members of the general public who shall request the same. The summary of the terms of such bond ordinance follows:

Title: **BOND ORDINANCE AUTHORIZING THE COMPLETION OF VARIOUS CAPITAL IMPROVEMENTS IN THE CITY OF NORTH WILDWOOD, IN THE COUNTY OF CAPE MAY, NEW JERSEY; APPROPRIATING THE SUM OF \$3,500,000 THEREFOR; AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OR BOND ANTICIPATION NOTES OF THE CITY OF NORTH WILDWOOD, IN THE COUNTY OF CAPE MAY, NEW JERSEY, IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$3,325,000; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING**

	<u>Purpose/Improvement</u>	<u>Estimated Total Cost</u>	<u>Down Payment</u>	<u>Amount of Obligations</u>	<u>Period of Usefulness</u>
A.	Construction and Reconstruction of Various Streets, Roads, and Bulkheads in the City, all as more particularly set forth in the information on file with the City Administrator, together with the acquisition of all materials and equipment and completion of all work necessary therefor or related thereto	\$1,500,000	\$75,000	\$1,425,000	10 years
B.	Completion of Various Improvements to Municipal Buildings and Grounds including, but not limited to, Beach Replenishment in the City, all as more particularly set forth in the information on file with the City Administrator, together with the acquisition of all materials and equipment and completion of all work necessary therefor or related thereto	2,000,000	100,000	1,900,000	15 years
	<b>TOTAL</b>	<b>\$3,500,000</b>	<b>\$175,000</b>	<b>\$3,325,000</b>	
Appropriation:	\$3,500,000				
Bonds/Notes Authorized:	\$3,325,000				
Grants:	N/A				
Section 20 Costs:	\$700,000				
Useful Life:	12.85 years				

\_\_\_\_\_  
W. SCOTT JETT, City Clerk

This Notice is published pursuant to *N.J.S.A. 40A:2-17*.

CITY OF NORTH WILDWOOD  
COUNTY OF CAPE MAY, NEW JERSEY

ORDINANCE NO. 1883

Bond Ordinance Statements and Summary

The bond ordinance, the summary terms of which are included herein, has been finally adopted by the City Council of the City of North Wildwood, in the County of Cape May, New Jersey on \_\_\_\_\_, 2022 and the twenty (20) day period of limitation within which a suit, action or proceeding questioning the validity of such ordinance can be commenced, as provided in the Local Bond Law, has begun to run from the date of the first publication of this statement. Copies of the full ordinance are available at no cost and during regular business hours, at the City Clerk’s office at the City Council Room, 901 Atlantic Ave, North Wildwood, New Jersey, for members of the general public who request the same. The summary of the terms of such bond ordinance follows:

Title: **BOND ORDINANCE AUTHORIZING THE COMPLETION OF VARIOUS CAPITAL IMPROVEMENTS IN THE CITY OF NORTH WILDWOOD, IN THE COUNTY OF CAPE MAY, NEW JERSEY; APPROPRIATING THE SUM OF \$3,500,000 THEREFOR; AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OR BOND ANTICIPATION NOTES OF THE CITY OF NORTH WILDWOOD, IN THE COUNTY OF CAPE MAY, NEW JERSEY, IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$3,325,000; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING**

	<u>Purpose/Improvement</u>	<u>Estimated Total Cost</u>	<u>Down Payment</u>	<u>Amount of Obligations</u>	<u>Period of Usefulness</u>
A.	Construction and Reconstruction of Various Streets, Roads, and Bulkheads in the City, all as more particularly set forth in the information on file with the City Administrator, together with the acquisition of all materials and equipment and completion of all work necessary therefor or related thereto	\$1,500,000	\$75,000	\$1,425,000	10 years
B.	Completion of Various Improvements to Municipal Buildings and Grounds including, but not limited to, Beach Replenishment in the City, all as more particularly set forth in the information on file with the City Administrator, together with the acquisition of all materials and equipment and completion of all work necessary therefor or related thereto	2,000,000	100,000	1,900,000	15 years
	<b>TOTAL</b>	<b>\$3,500,000</b>	<b>\$175,000</b>	<b>\$3,325,000</b>	

Appropriation: \$3,500,000  
Bonds/Notes Authorized: \$3,325,000  
Grants: N/A  
Section 20 Costs: \$700,000  
Useful Life: 12.85 years

\_\_\_\_\_  
W. SCOTT JETT, City Clerk

This Notice is published pursuant to N.J.S.A. 40A:2-17.

# **CITY OF NORTH WILDWOOD COUNTY OF CAPE MAY, NEW JERSEY**

## **ORDINANCE NO. 1882**

### **AN ORDINANCE AMENDING AND SUPPLEMENTING ORDINANCE 1177, AS AMENDED**

**WHEREAS**, Ordinance 1177, adopted May 19, 1994, has been codified in the Code of the City of North Wildwood as Chapter 276, Land Development; and

**WHEREAS**, the City of North Wildwood's Land Development Ordinance establishes specific zoning districts throughout the City which identify and specify specific permitted and prohibited uses, area and bulk requirements governing the construction of said uses, and requirements governing overall development within said districts; and

**WHEREAS**, the City of North Wildwood has established the R-1.5 zone which is a residential zoning district; and

**WHEREAS**, the purpose of the City's R-1.5 zone seeks to permit accessory apartments as a conditional use in areas located between the City's traditional R-1 Zone and its more-intense commercial districts, thereby providing a transition between R-1 and commercial land uses while simultaneously providing for more-affordable housing in the City; and

**WHEREAS**, the R-1.5 zone was previously amended in order to allow for the construction of two-family dwellings as conditional uses so long as they are designed to appear as if they were a detached single-family dwelling and so long as they comply with the bulk requirements governing duplexes in the R-2 Zoning District; and

**WHEREAS**, the City Council of the City of North Wildwood finds that allowing the development of two-family dwellings and/or single-family semi-detached dwellings in the R-1.5 zone is inconsistent the City's current Master Plan and with the overall purpose of the R-1.5 zone and same should be eliminated within the R-1.5 zone.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the City of North Wildwood, in the County of Cape May and State of New Jersey as follows:

**Section One.** The portion of Ordinance 1177, as amended, that has been codified in the Code of the City of North Wildwood at §276-15.1(C)(3) allowing two-family dwellings in the R-1.5 zone is hereby deleted.

**Section Two.** If any portion of this Ordinance is determined to be invalid by a court of competent jurisdiction, that determination shall have no effect upon the remainder of this Ordinance, which shall remain valid and operable.

**Section Three.** All Ordinances or parts of Ordinances inconsistent with this Ordinance, to the extent of such inconsistencies only, be and the same hereby are repealed.

**Section Four.** This Ordinance shall take effect immediately upon final passage and publication as provided by law.

\_\_\_\_\_  
Patrick T. Rosenello, Mayor

\_\_\_\_\_  
W. Scott Jett, City Clerk

Introduced: June 8, 2022  
PB Recommendation: June 30, 2022  
Advertised: July 6, 2022  
Hearing/Final: July 19, 2022  
Advertised: July 27, 2022

# City Clerk's Report

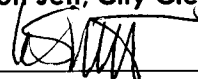
## June 2022

Alcoholic Beverages	10,300.00	9-01-08-103-000
Mercantile License	8,897.00	9-01-08-104-001
Room License	1,827.00	9-01-08-104-002
NW Tourism	4,527.50	-
GWTIDA	45,244.00	-
Cat License	.00	-
Dog License (City)	19.60	-
Dog License (State)	7.00	-
Pilot Clinic Fund	1.40	-
Animal Population Control	.00	-
Boardwalk Games	500.00	9-01-08-104-005
Legalized Bingo	.00	9-01-08-104-003
Raffle	300.00	9-01-08-104-004
Street Inspection Fees	.00	9-01-08-105-016
Street/Trench Permit	.00	9-01-08-105-016
Appliance Pick Up	600.00	9-01-08-105-001
Photo Copies	144.05	9-01-16-510-004
Parking Permits	86,350.00	9-01-08-105-009
City Properties	.00	9-01-08-128-001
Gun Permits	4.00	9-01-08-105-002
Beach Permits	4,320.00	9-01-08-105-003
Planning Board	.00	9-01-08-105-004
Zoning Permits	.00	9-01-08-105-017
Zoning Board	200.00	9-01-08-105-005
Assessments/Improvements	.00	9-01-16-510-003
Election Salary/Rent	9,800.00	9-01-08-128-001
Special Events	.00	9-01-08-104-001
Late Fees	25.00	9-01-16-569-001
Miscellaneous (incl/Dumpster Permits)	271.75	9-01-16-569-001
	.00	
<b>Totals</b>	<b>\$ 173,338.30</b>	

<b>Disbursements:</b>	
Ck # 1291 NJ Dept. of Health-Dogs	8.40
Ck # 1292 City of N.W. Dog Trust	19.60
Ck # 1293 N.W. Tourism	4,523.50
Ck # 1294 Treasurer	113,730.80
<b>GWTIDA</b>	<b>44,644.00</b>
Ck # 1256 – 6/9/22 – Refund – John & Margaret Boehs – Paid Room License Twice (Regency #637) – 300-GWTIDA; 8-Room; 4-NWTourism	312.00
Ck # 1257 – 6/14/22 – Refund – Janet Marshall – Paid GWTIDA in Error – (Surf Song #406) – 300-GWTIDA	300.00
Ck # 1258-1290 6/23/22 Pri. Election Checks	9,800.00
<b>Total</b>	<b>\$ 173,338.30</b>

W. Scott Jett, City Clerk

Date: 7/5/2022



# **Vital Statistics Monthly Report**

## **June 2022**

<b>Birth Certificates</b>	<b>\$ 15.00</b>
<b>Marriage Certificates</b>	<b>\$ 125.00</b>
<b>Marriage License</b>	<b>\$ 56.00</b>
<b>Death Certificates</b>	<b>\$ 365.00</b>
<b>Total</b>	<b>\$ 561.00</b>

### **TOTALS IN NORTH WILDWOOD FOR MONTH**

<b>Births</b>	<b>Marriage</b>	<b>Deaths</b>
<b>0</b>	<b>6</b>	<b>1</b>

**Sincerely,**



**W. Scott Jett, CMR**

# NORTH WILDWOOD POLICE DEPARTMENT

901 ATLANTIC AVENUE  
NORTH WILDWOOD, NJ 08260



PHONE : 609.522.2411  
WEBSITE : [WWW.NWPD.ORG](http://WWW.NWPD.ORG)

The following is a report of the activities of the North Wildwood Police Department for the month of JUNE 2022

**PATRICK T. ROSENELLO**  
DIRECTOR OF PUBLIC SAFETY

**JOHN A. STEVENSON**  
CHIEF OF POLICE

**WILLIAM J. ETSSELL**  
CAPTAIN

**KATHERINE C. MADDEN**  
LIEUTENANT

**JUSTIN R. ROBINSON**  
LIEUTENANT

**ADAM B. MCGRAW**  
LIEUTENANT

## CRIMES

Arson/Suspicious Fires	0
Assault - Aggravated	3
Assault - Simple	4
Burglary	1
Drug Offenses	1
Fraud	2
Murder	0
Possess Stolen Property	0
Rape	0
Robbery	0
Theft	14
Weapon Offenses	0

## DISORDERLY COMPLAINTS

Disorderly Acts/ Complaints	30
Malicious Property Damage	6

## PERSONNEL INJURY

Officer Injuries	1
------------------	---

## MOTOR VEHICLE

Drunk Driving	2
MV Accidents	31
MV Complaints, Misc	361
MV Theft	0
Summonses Issued	163

## SERVICES

Ambulance/Medical Assists	94
Assist Other Agencies	21
Beach/Boardwalk Permits	0
Residential Property Checks	419
Scheduled Business Checks	917

## MISCELLANEOUS COMPLAINTS

Animal	33
False Burglary Alarms	13
False Fire Alarms	15

## ARRESTS

Adult	47
Juvenile	8

Total number of Incidents handled by the Department for the Month 3759

Total Monies turned over to the City Clerk \$ 156.30

Respectfully,

John A. Stevenson  
Chief of Police

# JUNE 2022

Police Reports: 136.30

Beach/Board Permits: 0

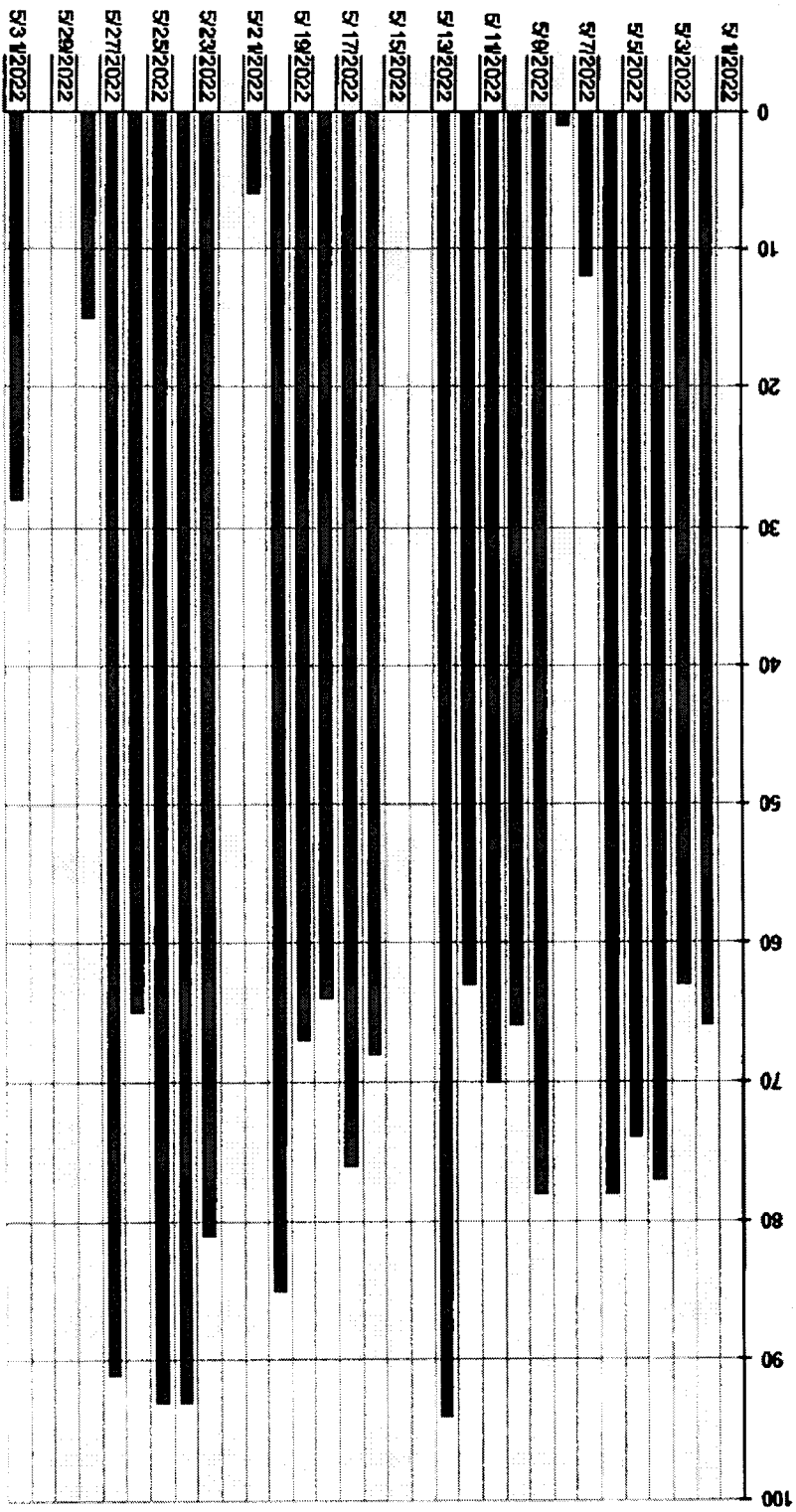
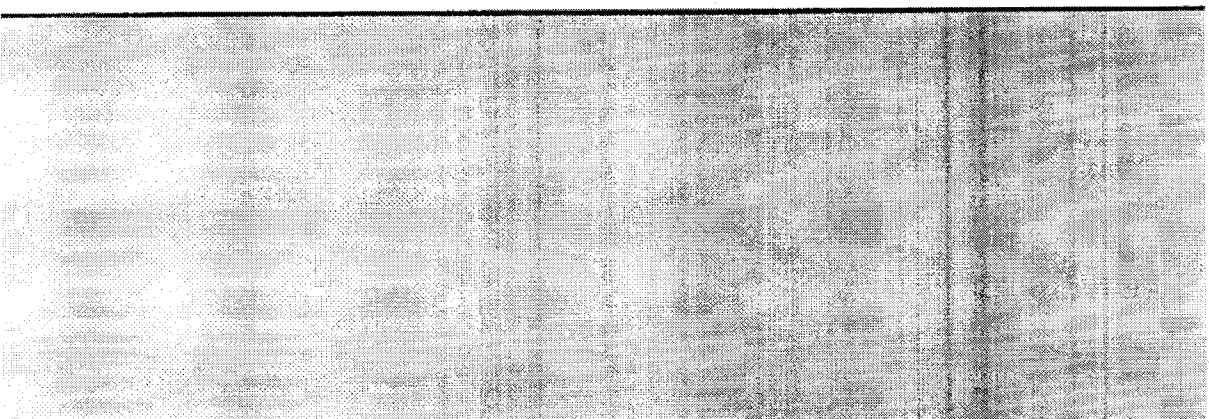
Firearms: 20.00

**GRAND TOTAL: 156.30**

# Building Usage- Monthly

2022

	Adults 7:30am-2pm	Adults 2pm-7pm	Open Rec 1-6 Day	Open Rec 1-6 Friday Night	Open Rec 7-12 Day - No School	Open Rec 7-12 Evening	Adults 6pm-9pm	Bldg Ttl
January								1,057
February								1,384
March								1,662
April								1,380
May	438	100	738	33	0	150	122	1,681
June								0
July								0
August								0
September								0
October								0
November								0
December								0
TOTALS:	1,986	342	2,967	168	47	687	867	7,064



**RECREATION DEPARTMENT  
MONTHLY TRANSMITTAL SUMMARY  
MAY 2022**

	WEEK 1 TOTALS	WEEK 2 TOTALS	WEEK 3 TOTALS	WEEK 4 TOTALS	WEEK 5 TOTALS	WEEK 6 TOTALS	MONTHLY TOTALS
5th St. Park Lot							
Irish Festival	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5th St. PL - Subtotal:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Boat Ramp							
Launches	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00
Permits	\$0.00	\$550.00	\$700.00	\$850.00	\$1,300.00	\$100.00	\$3,500.00
Boat Ramp - Subtotal:	\$0.00	\$550.00	\$700.00	\$950.00	\$1,300.00	\$100.00	\$3,600.00
Buckets Basketball Camp Registrations							
Week 1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Week 2	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Week 3	\$175.00	\$525.00	\$1,575.00	\$0.00	\$0.00	\$0.00	\$2,275.00
Buckets Basketball Camp - Subtotal:	\$175.00	\$525.00	\$1,575.00	\$0.00	\$0.00	\$0.00	\$2,275.00
BUCKETS BASKETBALL CLINIC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Donations							
Capt Kidd							
VFW Post 5941	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
2	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Donations - Subtotal:	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
Facility Rentals							
Gym							
Powerzone Volleyball	\$0.00	\$750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00
School Bball	\$0.00	\$0.00	\$340.95	\$0.00	\$0.00	\$0.00	\$340.95
Karate							
Butch Hamer	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00
4	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Facility Rental - Subtotal:	\$0.00	\$750.00	\$340.95	\$0.00	\$250.00	\$0.00	\$1,340.95
FISHING TOURNAMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fitness Classes							
Cheer Class	\$0.00	\$1,110.00	\$120.00	\$0.00	\$0.00	\$30.00	\$1,260.00
Cardio & Cut	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Hip Hop	\$0.00	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00
Line Dancing	\$0.00	\$0.00	\$0.00	\$25.00	\$35.00	\$0.00	\$60.00
Meditation & Yoga	\$0.00	\$85.00	\$100.00	\$95.00	\$100.00	\$0.00	\$380.00
Yoga	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sunset Yoga	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Zumba	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fitness Classes - Subtotal:	\$0.00	\$1,205.00	\$220.00	\$120.00	\$135.00	\$30.00	\$1,710.00
Hockey League Registrations							
2nd - 4th	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5th - 6th	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Hockey - Subtotal:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
KAYAK PERMITS	\$0.00	\$200.00	\$0.00	\$400.00	\$0.00	\$0.00	\$600.00
Soccer Camp Registrations							
Week 1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Week 2	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Soccer Camp - Subtotal:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sponsorships - All Leagues							
Summer Bball							
Ladies for the Knights	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00
WW Moose Lodge	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00
Think Pink for Pat	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00
Keenan's Irish Pub	\$0.00	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
FOP Lodge	\$0.00	\$0.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00
Joe Joe's Place	\$0.00	\$0.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00
Bells Philly Grill	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$250.00
8	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sponsorships - Subtotal:	\$0.00	\$750.00	\$250.00	\$500.00	\$0.00	\$250.00	\$1,750.00
Summer B-ball Registrations							
K-2	\$0.00	\$0.00	\$80.00	\$120.00	\$120.00	\$0.00	\$320.00
3-5	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6-8	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
HS COED	\$80.00	\$120.00	\$80.00	\$80.00	\$40.00	\$0.00	\$400.00
Summer B-ball - Subtotal:	\$80.00	\$120.00	\$160.00	\$200.00	\$160.00	\$0.00	\$720.00
Winter B-ball Registrations							
7-8 Girls (Sharks)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5-6 Girls (Sharks)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3-4 Girls (Sharks)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sponsorships/Donations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Winter B-ball - Subtotal:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

	Week 1 TOTALS	Week 2 TOTALS	Week 3 TOTALS	Week 4 TOTALS	Week 5 TOTALS	Week 6 TOTALS	MONTHLY TOTAL
<b>WEEKLY TOTALS:</b>	\$255.00	\$4,100.00	\$3,345.95	\$2,170.00	\$1,845.00	\$380.00	\$12,095.95

MAY - 2022

# North Wildwood Recreation Center BUILDING USAGE - OTHER 2022

	WEEK 1 TOTALS	WEEK 2 TOTALS	WEEK 3 TOTALS	WEEK 4 TOTALS	WEEK 5 TOTALS	WEEK 6 TOTALS	MONTHLY TOTALS
1 AA - Friday Nights	0	18	22	28	43	0	111
2 AI-Anon	0	2	2	3	3	0	10
3 AA Special Event - ??	0	0	0	0	0	0	0
4 Buckets Basketball Clinics	0	0	0	0	0	0	0
5 B-Ball All Leagues Summer (Inside)	0	0	0	0	0	0	0
6 B-Ball Games - MMS (boys & girls)	0	0	0	0	0	0	0
7 B-Ball Practices - MMS (boys & girls)	0	0	0	0	0	0	0
8 B-Ball Practices/Games - WCA (boys & girls)	0	0	0	0	0	0	0
9 B-Ball Travel Girls Practices/Games (Sharks)	0	0	0	23	0	0	23
10 Camps - Buckets Basketball	0	0	0	0	0	0	0
11 Camps - Kitchen Wizards Cooking	0	0	0	0	0	0	0
12 Camps - N. W. Soccer	0	0	0	0	0	0	0
13 Camps - Marine Science	0	0	0	0	0	0	0
14 Class - Cheer Class	0	24	31	34	32	0	121
15 Class - Dance Creativity	0	0	0	0	0	0	0
16 Class - Hip Hop Dance Class	0	2	0	0	0	0	2
17 Class - Line Dancing	0	0	0	5	7	0	12
18 Class - Looming	0	0	0	0	0	0	0
19 Class - Meditation & Yoga	0	21	25	22	21	0	89
20 Class - Taekwondo	0	0	0	0	0	0	0
21 Coast Guard Flotilla #83	0	0	0	7	0	0	7
22 City-Dept Meeting/Training - NRPD Training	0	19	0	0	0	0	19
23 City-Dept Meeting/Training - ??	0	0	0	0	0	0	0
24 City-Dept Meeting/Training - ??	0	0	0	0	0	0	0
25 City-Dept Meeting/Training - ??	0	0	0	0	0	0	0
26 Cheerleading - WCA	0	0	0	0	0	0	0
27 Cheerleading - ??	0	0	0	0	0	0	0
28 CMC Dept. of Aging - Senior Citizen Meals	0	143	129	145	133	27	577
29 Condo Meeting - Trylon Condo	0	0	0	40	0	0	40
30 Condo Meeting - ????	0	0	0	0	0	0	0
31 Condo Meeting - ????	0	0	0	0	0	0	0
32 Condo Meeting - ????	0	0	0	0	0	0	0
33 Condo Meeting - ????	0	0	0	0	0	0	0
34 Condo Meeting - ????	0	0	0	0	0	0	0
35 Crime Watch/Community Meeting	0	0	21	0	0	0	21
36 Daisies/Brownies/Girl Scouts	0	0	0	0	0	0	0
37 Daniel Moore	0	0	0	0	0	0	0
38 Department Head Meetings	0	0	12	0	0	0	12
39 ELECTIONS	0	0	0	0	0	0	0
40 Event - Captain Kidd Chest Stuffing	0	0	16	0	0	0	16
41 Event - Captain Kidd Raffle (rain)	0	0	65	0	0	0	65
42 Event - ??	0	0	0	0	0	0	0
43 Event - ??	0	0	0	0	0	0	0
44 Event - ??	0	0	0	0	0	0	0
45 Event - ??	0	0	0	0	0	0	0
46 Facility Rental - Red Cross Blood Drive	0	42	0	0	0	0	42
47 Facility Rental - Abington Indoor Guard	26	0	0	0	0	0	26
48 Facility Rental - Downingtown	30	0	0	0	0	0	30
49 Facility Rental - Powerzone Volleyball Tournament	0	1,100	0	0	0	0	1,100
50 Facility Rental - ??	0	0	0	0	0	0	0
51 Facility Rental - ??	0	0	0	0	0	0	0
52 Facility Rental - ??	0	0	0	0	0	0	0
53 Facility Rental - ??	0	0	0	0	0	0	0
54 Facility Rental - ??	0	0	0	0	0	0	0
55 Karate Class	0	26	31	29	29	0	115
56 Meeting Various - ??	0	0	0	0	0	0	0
57 Meeting Various - ??	0	0	0	0	0	0	0
58 Meeting Various - ??	0	0	0	0	0	0	0
59 Meeting Various - ??	0	0	0	0	0	0	0
60 Meeting Various - ??	0	0	0	0	0	0	0
61 Rec Department Staff Meetings/Training	0	0	0	0	0	0	0
62 Recreation Commission Meetings	0	0	7	0	0	0	7
63 Republican Club Meetings	0	0	0	0	0	0	0
64 Safety Committee Meetings	0	0	0	0	0	0	0
65 Scrabble Club	0	4	5	2	4	0	15
66 Special Event - Pre/Post-Event Meetings	0	11	0	0	0	0	11
67 Tourism Development Commission Meetings	0	0	5	0	0	0	5
68 Tot-Time	0	0	0	0	0	0	0
69 Volleyball	0	0	0	0	0	0	0
70 Zumbini	0	21	26	29	0	0	76
71 Zumba	0	0	0	0	0	0	0
72 MISC - Senior Dancing	0	12	0	0	0	0	12
73 MISC - ?????	0	0	0	0	0	0	0
74 MISC - ?????	0	0	0	0	0	0	0

WEEKLY TOTALS:

56

1,445

397

307

272

27

2,564

2,564

DATE	TIME	OFFICER	CALLER	NUMBER	ADDRESS	MUNICIPALITY	REASON	RESOLUTION
Wednesday, June 1, 2022	7:41 PM	GENTILE	ACO LINDA			NORTH WILDWOOD	Night shift protocol	Spoke to #2005 gave emergency contact info
Thursday, June 2, 2022	9:47 AM	GENTILE	NECKLAGE, CONCETTA	701W	PINE AVE	NORTH WILDWOOD	WP raccoons	Did wildlife assessment
Thursday, June 2, 2022	8:37 PM	SIFTEL	ACO WENDY			NORTH WILDWOOD	Night shift protocol	Spoke to #2053 gave emergency contact info
Friday, June 3, 2022	5:58 PM	GENTILE	AUTY, LAUREN	21E	19TH AVE	NORTH WILDWOOD	MC Millers	Advised to post to FB
Friday, June 3, 2022	10:05 PM	LIPPINCOTT	ACO CHELSEA			NORTH WILDWOOD	Night shift protocol	Spoke to DREBB gave emergency contact info
Saturday, June 4, 2022	12:05 PM	GENTILE	MARBLE, JEFF	501W	19TH AVE	NORTH WILDWOOD	MC Bkwnth no collar	Advised to post on our FB gave various ways to lure home
Saturday, June 4, 2022	10:13 PM	LIPPINCOTT	ACO CHELSEA			NORTH WILDWOOD	Night shift protocol	Spoke to DREBB gave emergency contact info
Sunday, June 5, 2022	9:12 PM	LIPPINCOTT	ACO CHELSEA			NORTH WILDWOOD	Night shift protocol	Spoke to KIM gave emergency contact info
Monday, June 6, 2022	9:22 AM	GENTILE	CODE ENFORCEMENT	311E	16TH AVE	NORTH WILDWOOD	WP Raccoons living on top floor burned house	Left message for owners info
Monday, June 6, 2022	3:20 PM	GENTILE	MCCANN, MICHAEL	309E	16TH AVE	NORTH WILDWOOD	WP abandoned house next to his	Did wildlife assessment gave various ways to deter
Monday, June 6, 2022	8:46 PM	SIFTEL	ACO WENDY			NORTH WILDWOOD	Night shift protocol	Spoke to 1906 gave emergency contact info
Tuesday, June 7, 2022	1:22 PM	GENTILE	ACCORDI, SAMUEL (LANDLORD)	1600	SURF AVE	NORTH WILDWOOD	DBO GINNY CONCEPCION 809-230-2161 DBV DIANE FRIEL 856-520-2400	Returned call
Tuesday, June 7, 2022	3:16 PM	GENTILE	FRIEL DIANE	1600	SURF AVE	NORTH WILDWOOD	DBV her daughter DBO GINNY CONCEPCION 809-230-2161	returned call reported to CMCHD
Tuesday, June 7, 2022	9:26 PM	LIPPINCOTT	ACO CHELSEA			NORTH WILDWOOD	Night shift protocol	Spoke to DREBB gave emergency contact info
Wednesday, June 8, 2022	9:07 AM	GENTILE	NMW CODE ENFORCEMENT	3115	16TH AVE	NORTH WILDWOOD	Has owners info	Returned call
Wednesday, June 8, 2022	10:02 AM	GENTILE	FRIEL DIANE	1600	SURF AVE	NORTH WILDWOOD	FOLLOW UP DBV	LG returned call
Wednesday, June 8, 2022	11:12 AM	GENTILE	MARBLE, JEFF	501W	19TH AVE	NORTH WILDWOOD	MC has 2 cats missing, thinks they are being stolen	Advised to call CMCAS
Wednesday, June 8, 2022	12:40 PM	GENTILE	CONCEPCION, N. GINNY	1600	SURF AVE	NORTH WILDWOOD	FOLLOW UP DBO Dogs name Joey	Advised to call the health dept
Wednesday, June 8, 2022	9:07 PM	SIFTEL	ACO WENDY			NORTH WILDWOOD	Night shift protocol	Spoke to #2005 gave emergency contact info
Thursday, June 9, 2022	11:28 PM	LIPPINCOTT	ACO CHELSEA			NORTH WILDWOOD	Night shift protocol	Spoke to KAREN gave emergency contact info
Friday, June 10, 2022	2:24 PM	GENTILE	NMW PD	25TH		NORTH WILDWOOD	WP inj duck, PD confirmed it is inj	Duck is in ocean now PD does not need assistance
Saturday, June 11, 2022	10:46 AM	GENTILE	KONDEES, NICK (LANDLORD)	1600	CENTRAL AVE 2ND FLOOR	NORTH WILDWOOD	Granted permission for JS to enter building	Returned call

Sunday, June 12, 2022	9:01 PM	LIPPINCOTT	ACO CHELSEA			NORTH WILDWOOD	Night shift protocol	Spoke to RENNAgave emergency contact info
Monday, June 13, 2022	10:37 AM	GENTILE	KONDEES, NICK (LANDLORD)	CENTRAL AVE 2ND FLOOR	NORTH WILDWOOD	Needs JS to come back 2-3 cats left	Returned call and site set	
Monday, June 13, 2022	6:08 PM	GENTILE	NWMPD KONIDAS, NICK	CENTRAL AVE	NORTH WILDWOOD	CS# 22-25792 another cat has been trapped	JS responded and removed	
Monday, June 13, 2022	6:09 PM	SBARBARO	NICK	1600 CENTRAL	NORTH WILDWOOD	Pick up traps	CMCAS transported	
Tuesday, June 14, 2022	8:58 PM	LIPPINCOTT	CHELSEA KONIDAS,		NORTH WILDWOOD	Night shift protocol	Spoke to RENNAgave emergency contact info	
Tuesday, June 14, 2022	5:00 PM	SBARBARO	NICK	1600 CENTRAL	NORTH WILDWOOD	Pick up traps	no cats caught	
Wednesday, June 15, 2022	1:50 PM	GENTILE	ROCK, CATHY	1505 AVE	NORTH WILDWOOD	WP raccoons	Did wildlife assessment gave various ways to deter	
Wednesday, June 15, 2022	8:49 PM	SIFFEL	ACO WENDY		NORTH WILDWOOD	Night shift protocol	Spoke to 1906 gave emergency contact info	
Thursday, June 16, 2022	2:34 PM	GENTILE	ROCK, CATHY	CENTRAL 1505 AVE	NORTH WILDWOOD	WP raccoons	Did wildlife assessment gave various ways to deter wildlife	
Thursday, June 16, 2022	9:37 PM	LIPPINCOTT	CHELSEA		NORTH WILDWOOD	Night shift protocol	Spoke to 1906 gave emergency contact info	
Friday, June 17, 2022	8:38 PM	SIFFEL	ACO WENDY		NORTH WILDWOOD	Night shift protocol	Spoke to 1906 gave emergency contact info	
Saturday, June 18, 2022	8:10 AM	GENTILE	NWMPD	CENTRAL 1500 AVE	NORTH WILDWOOD	CS# 22-26695WP raccoons in trash can PD verified	MG responded and raccoons gone	
Sunday, June 19, 2022	10:15 PM	LIPPINCOTT	ACO CHELSEA		NORTH WILDWOOD	Night shift protocol	Spoke to HAGGERTY gave emergency contact info	
Monday, June 20, 2022	8:49 PM	SIFFEL	ACO WENDY		NORTH WILDWOOD	Night shift protocol	Spoke to 2053 gave emergency contact info	
Tuesday, June 21, 2022	2:14 AM	GENTILE	NWMPD	1800 OCEAN AVE	NORTH WILDWOOD	Person came into station reporting dog missing Christie Richards 856-507-3672 at surf side condos #221 BLK bully	Returned call	
Tuesday, June 21, 2022	2:28 AM	GENTILE	NWMPD	1800 OCEAN AVE	NORTH WILDWOOD	Letting us know the dog was found	Returned call	
Tuesday, June 21, 2022	10:53 AM	GENTILE	POTCHEN, MARIE	16TH AVE	NORTH WILDWOOD	WP snake in yard	Did wildlife assessment gave various ways to deter	
Tuesday, June 21, 2022	12:33 PM	GENTILE	DEFAZIO, JAMES	NEW JERSEY AVE	NORTH WILDWOOD	WP something in ceiling	Did wildlife assessment gave various ways to deter	
Tuesday, June 21, 2022	2:27 PM	GENTILE	SMITH, MATT	1500 JERSEY AVE 23RD ST	NORTH WILDWOOD	FOLLOW UP CP	Advised to call Monday about trapping	
Wednesday, June 22, 2022	1:10 PM	GENTILE	BECKER, GINA	NEW JERSEY AVE	NORTH WILDWOOD	WP duck in grass in parking lot	Transported to Mary Lee	
Wednesday, June 22, 2022	8:58 PM	SIFFEL	ACO WENDY		NORTH WILDWOOD	Night shift protocol	Spoke to 2233 gave emergency contact info	
Thursday, June 23, 2022	8:08 AM	GENTILE	LOPCHINS YANDREW	1500 AVE CENTRAL	NORTH WILDWOOD	WP raccoons were in school now contained in trash can	JS responded transported to wildlife aid	
Thursday, June 23, 2022	2:31 PM	SBARBARO	ACO	1600 AVE	NORTH WILDWOOD	Trap set	Nothing in trap	
Thursday, June 23, 2022	10:40 PM	LIPPINCOTT	ACO CHELSEA		NORTH WILDWOOD	Night shift protocol	Spoke to RENNA gave emergency contact info	
Sunday, June 26, 2022	11:00 PM	LIPPINCOTT	ACO CHELSEA		NORTH WILDWOOD	Night shift protocol	Spoke to DREBB gave emergency contact info	
Monday, June 27, 2022	1:26 PM	GENTILE	BARTLOS, MOTON	CENTRAL 2007 AVE	NORTH WILDWOOD	WP raccoons @2005 Central ave	Advised to contact code enforcement	

Monday, June 27, 2022	8:51 PM	SIFFEL	ACO WENDY			NORTH WILLOWOOD	Night shift protocol	Spoke to 2205 gave emergency contact info
Tuesday, June 28, 2022	10:42 PM	LIPPINCOTT	CHELSEA			NORTH WILLOWOOD	Night shift protocol	Spoke to KAREN gave emergency contact info
Wednesday, June 29, 2022	11:33 AM	GENTILE	VISALL TONY	306W	1ST AVE	NORTH WILLOWOOD	WFP possuims	Did wildlife assessment and gave various ways to deter
Thursday, June 30, 2022	7:49 PM	LIPPINCOTT	ACO CHELSEA			NORTH WILLOWOOD	Night shift protocol	Spoke to KAREN gave emergency contact info

Scott Jett

**From:** Gurdgiel, Christina <christina.gurdgiel@cmcsheriff.net>  
**Sent:** Tuesday, June 28, 2022 12:13 PM  
**To:** sjett@northwildwood.com  
**Subject:** April 2022 monthly animal reports

Adoptions/Reclaims/Intakes

Adoption/Reclaim      Name      Address      Town      Phone #      Canine/Feline      I.D. Number      Intake Date      Adoption/Reclaim Date

Intakes		
Monthly intake	dogs	cats
Animal control	0	0
Surrender	1	0
Other	0	0

source	address	town	feline/canine	id #	date
surrender	501W 19th st	NWW	canine	21881	4/22/2022

*Chrissy Gurdgiel*  
Cape May County Animal Shelter  
110 Shelter Rd  
CMCH, NJ 08210  
609-465-8923

CITY OF NORTH WILDWOOD  
Cape May County, New Jersey

RESOLUTION

CANCELLING AMOUNTS ON SEWER ACCOUNTS

WHEREAS, the City Tax Collector reports that certain sewer charges may be cancelled by reason of the fact they resulted from water leaks as determined by a plumber and verified by Wildwood Water Utility, or from meters that were running fast as determined by Wildwood Water Utility, and that these meters were subsequently repaired.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Members of Council of the City of North Wildwood, in the County of Cape May and State of New Jersey that the amount on the following sewer accounts may be cancelled:

SEWER  
ADJUSTMENTS:

ADDRESS	ACCT#	SEWER YEAR	OVERAGE BASIC	OVERAGE 3rd Q	TOTAL AMOUNT	CREDIT AMOUNT
120 W 1ST AVE	2414-0	2022	125	61	2485.50	1864.13
902 ATLANTIC AVE	3353-0	2022	35	0	175.00	131.25
109 DELAWARE AVE	1838-0	2022	146	0	730.00	547.50

Total 2,542.88

OFFERED BY: \_\_\_\_\_ SECONDED BY: \_\_\_\_\_

STATE OF NEW JERSEY COUNTY OF CAPE MAY  
I, W. Scott Jett, City Clerk of the City of North Wildwood, in the County of Cape May, State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a Resolution adopted by the Mayor and Council of the City of North Wildwood at a meeting duly held on the 19<sup>th</sup> day of July, 2022.

Dated: July 19, 2022 Signed: \_\_\_\_\_  
W. Scott Jett, City Clerk

Approved: \_\_\_\_\_  
Patrick T. Rosenello, Mayor

	Aye	Nay	Abstain	Absent		Aye	Nay	Abstain	Absent
Tolomeo					Koehler				
Rullo					Bishop				
Kane					Zampirri				
Del Conte									



CITY OF NORTH WILDWOOD

Cape May County, New Jersey

RESOLUTION

AUTHORIZING RETURN OF BALANCE OF ESCROW DEPOSIT

WHEREAS, Christian Ruoff and Barbara Gardner had applied to the North Wildwood Planning Board requesting variance relief in connection with the proposed renovations, alterations and additions at the property located at 224 W. 2<sup>nd</sup> Avenue, a/k/a Block 156, Lot 3, in the City’s R-2 Zoning District, (Application #P-22-3-4); and

WHEREAS, the application was reviewed and it has been determined that no escrow deposit was necessary and, therefore, the entire escrow deposit may be returned

WHEREAS, §276-67(E)(2) provides that unused escrow balances may be returned to the Applicant within 90 days upon written request by the applicant & as authorized by City Council; and

WHEREAS, the amount of funds submitted and escrowed was \$2,000.00 and the Applicant has made written request for return of the unused balance, which amount the Chief Financial Officer of the City of North Wildwood has calculated to be \$2,000.00.

NOW, THEREFORE, BE IT RESOLVED by the Members of Council of the City of North Wildwood, in the County of Cape May and State of New Jersey as follows:

- 1. All of the allegations of the preamble are incorporated herein by this reference thereto as though the same were set forth at length.
- 2. The Chief Financial Officer be and hereby is authorized to return the unused escrow balance as aforesaid to the Applicant.
- 3. The Chief Financial Officer and such other officials as are necessary be and they hereby are authorized to take such actions that are necessary and proper in order to effectuate the purposes and intent of this resolution.

OFFERED BY: \_\_\_\_\_ SECONDED BY: \_\_\_\_\_  
\*\*\*\*\*

I, W. Scott Jett, City Clerk of the City of North Wildwood, in the County of Cape May, State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a Resolution adopted by the Mayor and Council of the City of North Wildwood at a meeting duly held on the 19<sup>th</sup> day of July 2022.

Dated: \_\_\_\_ July 19, 2022 \_\_\_\_\_ Signed: \_\_\_\_\_  
W. Scott Jett, City Clerk

APPROVED: \_\_\_\_\_  
Patrick T. Rosenello, Mayor

<u>Aye</u> <u>Naye</u> <u>Abstain</u> <u>Absent</u>				<u>Aye</u> <u>Naye</u> <u>Abstain</u> <u>Absent</u>			
Tolomeo				Koehler			
Rullo				Bishop			
Kane				Zampirri			
Del Conte							

**CITY OF NORTH WILDWOOD**  
**Cape May County, New Jersey**  
**RESOLUTION**

**ADOPTION OF MUNICIPAL TECHNOLOGY PRACTICES  
POLICY OF THE CITY OF NORTH WILDWOOD**

**WHEREAS**, the City of North Wildwood, in conjunction with the Atlantic and Cape May Counties Joint Insurance Fund (ACMJIF), has developed a Municipal Technology Practices Policy for the City of North Wildwood; and

**WHEREAS**, the ACMJIF has deemed the North Wildwood Municipal Technology Practices Policy to be in compliance and that it meets all of the requirements in accordance with the insurance standards.

**THEREFORE, BE IT RESOLVED**, by the governing body of the City of North Wildwood, County of Cape May, State of New Jersey, that:

1. The Municipal Technology Practices Policy of the City of North Wildwood is hereby adopted.
2. The City Administrator is hereby designated and authorized to coordinate annual training associated with the Municipal Technology Practices Policy.
3. The North Wildwood Municipal Technology Practices Policy shall be annexed to and made part of this Resolution.

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**STATE OF NEW JERSEY** **COUNTY OF CAPE MAY**  
I, W. Scott Jett, City Clerk of the City of North Wildwood, in the County of Cape May, State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a Resolution adopted by the Mayor and Council of the City of North Wildwood at a meeting duly held on the 19<sup>th</sup> day of July, 2022.

Dated: July 19, 2022  
Signed: \_\_\_\_\_  
W. Scott Jett, City Clerk

Approved: \_\_\_\_\_  
Patrick T. Rosenello, Mayor

	Aye	Nay	Abstain	Absent		Aye	Nay	Abstain	Absent
Tolomeo					Koehler				
Rullo					Bishop				
Kane					Zampirri				
Del Conte									



# **MEL Cyber Risk Management Program**

**2<sup>nd</sup> Edition**

March 8, 2021

Version 2.1 – 1/1/22



### **BACKGROUND**

The Municipal Excess Liability Joint Insurance Fund (MEL) has provided its members with cyber insurance coverage since 2013. The MEL has embarked on creating a cyber risk management framework to assist members in managing this evolving risk through the development of a set of minimum technology proficiency standards. The MEL established a Cyber Task Force to deploy cyber education, release a cyber risk management framework and monitor the cyber risk of its members. The task force is comprised of commissioners, risk managers, executive directors and other professionals, and it partnered with the Bloustein Local Government Research Center at Rutgers University.

The MEL recognizes that much of the terminology and technical aspects of the minimum standards might not make sense to everyone; therefore, it is critical this program be reviewed and enacted on with the assistance of a technology expert. Your technology expert should guide your officials in determining what your organization needs to do to comply.

While all members are covered by cyber insurance, the per claim deductible as of 1/1/2022 is \$25,000. Members become eligible for up to \$25,000 reimbursement of their deductible by achieving compliance with the program. Tier 1 = \$10,000 reimbursement, Tiers 1 & 2 = \$20,000 reimbursement, and Tiers 1, 2 & 3 = \$25,000 reimbursement.

In order to qualify for the deductible reimbursement, follow these steps:

1. Submit the Certification checklist. All items must be “Yes” in order to comply; you may submit any “No” or “Not Applicable” responses for consideration with detailed explanations.
2. At the time of a claim, submit the Deductible Reimbursement checklist and provide the supporting documentation requested in the checklist.

PLEASE NOTE, any item not at 100% may make you ineligible for deductible reimbursement.

Many of the minimum standards involve little or no cost (i.e., activating Microsoft Defender software on Windows 10 machines meets the anti-virus requirements), while others will incur costs (cloud-based services, i.e., Microsoft Office 365, Google Office, subscription-based cloud backup). In all cases, the program is designed considering the limited budgets of the members, and so the minimum standards will provide the most security for the lowest cost.

Keep in mind, these minimum standards will not eliminate all technology risks. The standards are only minimums, which will provide a strong level of protection if effectively carried out; however, cyber risks constantly evolve. This means you must constantly monitor your cybersecurity posture so your organization can respond to new threats and risks as warranted.





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### **Getting Started!**

1. GET A TECHNOLOGY EXPERT!
2. Review the Cyber Risk Management Program with your technology expert.
3. Develop a plan, timetable and budget to implement the standards.
4. Once implemented, complete the Certification checklist.
5. Establish a process to at least annually review your technology risks, score how the organization is managing them and ensure the program continues to be met.

Want to learn more about technology risks? See the work done by the Rutgers Bloustein Local Government Research Center on Technology Risk or the MEL Cyber webpages:

**MEL:** <https://njmel.org/mel-safety-institute/resource-center/public-officials/public-officials-cyber-risk-control/>

**Rutgers Bloustein:** <http://blousteinlocal.rutgers.edu/managing-technology-risk/>





## MEL Cyber Risk Management Program

Tier	Subject	Requirements	Comments
1	Information Backup	<ol style="list-style-type: none"> <li>1. Use of standardized system images or virtualized desktops</li> <li>2. Application, Operating System and Network Configuration Software: Back-up copy of current versions must always be available with a copy stored off-premises</li> <li>3. Locally Stored Data (including MS 365, Google Workspace and similar):               <ol style="list-style-type: none"> <li>a. Daily incremental backups with minimum of 14 days of versioning on off-network device.</li> <li>b. Weekly, off-network, off-premises full backup of all data.</li> <li>c. All backups are spot-checked monthly.</li> </ol> </li> <li>4. Cloud-Based Applications and Data: Must meet the same standards as the Locally Stored Data.</li> <li>5. Third-Party Application Data: Vendor must meet the same standards as the Locally Stored Data.</li> </ol>	<ol style="list-style-type: none"> <li>1. Images and virtual desktops must be kept current with manufacturer patches.</li> <li>2. Back-up such software or have current installation files available.</li> <li>3. Backup all locally stored data to local, cloud or off-network devices. MS 365/Google cloud-based and locally stored files require a separate local or cloud-based backup. As this applies to all non-application software, consider cloud storage data.</li> <li>4. Includes Azure, Google Cloud, AWS, etc. Cloud service application and data files must be backed-up using appropriate cloud services.</li> <li>5. Obtain in writing the backup practices used by application vendors, and ensure they meet these practices or provide equivalent protection.</li> </ol> <p>Consider utilizing FedRamp certified service providers/products.</p>
1	Patch Management	<ol style="list-style-type: none"> <li>1. Keep all operating software, application software and infrastructure equipment current with latest versions.</li> <li>2. Use automatic updating where practicable, particularly as related to security patches.</li> <li>3. Install all security and critical updates and patches as soon as prudent and practicable following release.</li> <li>4. Annually review all non-standard applications for possible replacement/upgrade.</li> </ol>	<ol style="list-style-type: none"> <li>1. No comment</li> <li>2. No comment</li> <li>3. System administrators need to coordinate patch upgrades with applications residing on systems managed by third parties to ensure upgrades will not disable their applications. Consider a procedure for these upgrades/patches when Technology Manager may not be available (i.e. vacation).</li> <li>4. Outdated or non-supported operating systems and software should not be used unless there is no practical alternative available, in which case appropriate steps must be taken to mitigate potential security threats.</li> </ol>
1	Defensive Software	<ol style="list-style-type: none"> <li>1. Antivirus and firewalls enabled for all desktops and laptops</li> <li>2. Antispam and antivirus filters enabled for the mail server</li> <li>3. Firewall enabled on all active ports, unused ports closed, antivirus enabled and antimalware enabled for network servers that connect to the internet</li> <li>4. Firewall rules and policies need to be reviewed or reassessed at least twice per year</li> <li>5. Microsoft Office applications open all downloaded files in "Protected Mode"</li> </ol>	<ol style="list-style-type: none"> <li>1. Should have automatic updates. Microsoft Windows comes with a preloaded firewall.</li> <li>2. No comment</li> <li>3. All network servers must have antimalware software running with automatic updates.</li> <li>4. No comment</li> <li>5. No comment</li> </ol>





## MEL Cyber Risk Management Program

<b>1</b>	<b>Security Awareness Training</b>	All computer users receive annual training of at least one hour. Training includes, but is not limited to: 1. Malware Identification 2. Password construction 3. Identifying and responding to security incidents 4. Social engineering attacks	An expert should perform the training in either virtual or in-person format, which includes the various online training services. Best practice (although not required) is to perform training each quarter. Phishing testing is highly recommended twice per year.  You may want to work with your counsel on an employee policy whereby access is removed or other actions taken for not completing/failing the training
<b>1</b>	<b>Password</b>	Must adopt a Technology Password Policy that at least meets the standards set in the MEL's Password Policy, at a minimum, or meet the NIST Password Standards 800-63B (03/02/2020 Updates).	NIST: <a href="https://pages.nist.gov/800-63-3/sp800-63b.html">https://pages.nist.gov/800-63-3/sp800-63b.html</a>
<b>1</b>	<b>Email Warning</b>	Add a clear and obvious automatic warning label to all emails coming from outside of your organization.	No comment
<b>1</b>	<b>Cyber Incident Response Plan</b>	Management/Governing Body adopts a cybersecurity incident response plan to direct staff and guide technology management decision making when a cybersecurity incident takes place, which must include at a minimum the items in the MEL Cybersecurity Incident Response Plan.	See the MEL's template Incident Response Plan.  The Plan should be annually reviewed, tested and updated.
<b>1</b>	<b>Technology Practices Policy</b>	Management/Governing Body adopts a Technology Practices Policy, which must include at a minimum each of the subject items outlined in the MEL Cyber Risk Management Program, as respects Tier 1.	See the MEL's Technology Practices Policy template. The Policy should be annually reviewed and updated.
<b>1</b>	<b>Government Cyber Memberships</b>	1. Register with New Jersey Cybersecurity & Communications Integration Cell (NJCCIC) 2. Register with Multi-State Information Sharing & Analysis Center (MS-ISAC)	1. IT'S FREE! 2. ALSO FREE! If you are/have a utility authority/department, also register for your respective ISAC, such as ICS-CERT (industrial controls), Water-ISAC (water/wastewater) or E-ISAC (electric).





## MEL Cyber Risk Management Program

Tier	Subject	Requirements	Comments
2	<b>Servers</b>	Servers are physically protected from unauthorized access	Access-controlled rooms, locked cages, etc.
2	<b>Access Privilege Controls</b>	<ol style="list-style-type: none"><li>1. Users with administrator rights are limited to those who need them</li><li>2. Non-administrator users are granted limited rights based on job function and responsibility</li><li>3. Access rights are updated upon any personnel status change action</li><li>4. Access rights for each individual are reviewed at least every six (6) months</li></ol>	<ol style="list-style-type: none"><li>1. No comment</li><li>2. No Comment</li><li>3. This should be added to your personnel action form and routed to technology management</li><li>4. No comment</li></ol>
2	<b>Technology Support</b>	Staff or contractors are available for technology guidance	For vendors, a contract needs to be in place. It does not suffice that the organization has the ability to call someone.
2	<b>Logging</b>	Logging must be setup for entire network/all devices, such as System, Application and Security logs.	Consider utilizing log-monitoring tools.
2	<b>Protected Information</b>	Files with personally identifiable information (PII) and protected health information (PHI) are password protected or encrypted	No comment
2	<b>Remote Access</b>	Utilize a Virtual Private Network (VPN) for all remote connections.	This is only applicable if you allow remote access to your network (i.e. employees, vendors, etc.).
2	<b>Leadership Expertise</b>	Organization leadership has access to expertise that supports technology decision making (i.e., risk assessment, planning, and budgeting)	This can be any combination of officials, employees, contractors/consultants or citizen volunteers
2	<b>Technology Business Continuity Plan</b>	Update your organization's Emergency Management/Continuity of Government (CoG) plan to include digital assets and technology management.	Address most items in your CoG in the Technology Practices Policy. Periodically perform tabletop exercises to ensure effective and efficient disaster response.
2	<b>Banking Controls</b>	Implement internal controls and controls with your bank: <ol style="list-style-type: none"><li>1. Establish procedures requiring multiple approvals for requests to change banking information.</li><li>2. Establish procedures requiring multiple approvals and source verification for financial transaction requests over a certain threshold.</li></ol>	Ensure compliance with NJDLGS Electronic Payroll and EFT/P-Card rules. <ol style="list-style-type: none"><li>1. No comment</li><li>2. Consider setting a low amount, such as \$5,000</li></ol>
2	<b>Technology Practices</b>	Adopt a Technology Practices Policy, which must include at a minimum each of the subject items in the MEL Cyber Risk Management Program, as respects Tier 1 and 2.	See the MEL's template Technology Practices Policy. Annually review and update the Policy.
2	<b>Remote Access</b>	Adopt a Remote Access practice policy, which must at a minimum include the items in the MEL's Remote Access Policy	





## MEL Cyber Risk Management Program

Tier	Subject	Requirements	Comments
3	Network Segmentation	Network segmentation.	Consider separating business units, but especially critical/sensitive units, such as finance, police and utilities. Utilities should consider an air-gap for their Industrial Control (ICS) / SCADA systems.  Virtual and/or physical segmentation is acceptable.
3	Logging	Spot-check logs on at least a monthly basis.	Logs should be spot-checked for accuracy and usability.
3	Remote Access	Enable MFA for login to the organization's network, organization's email service (if cloud-based) and with third-party applications passing/storing Protected Information.	This is only applicable if you allow remote access to your network (i.e. employees, vendors, etc.). It is also recommended to limit remote network access to only pre-approved devices with Network Access Control (NAC).
3	Password Integrity	Periodically test all email addresses against HaveIBeenPwned or a similar email breach service to determine if any emails have been compromised, and take necessary action to ensure integrity.	MS-ISAC, NJCCIC and some vendors may be able to provide this testing.
3	Third Party Risk Management	Utilize the MEL's 3 <sup>rd</sup> Party Risk Assessment Tool for new/renewing contracts.	This is most applicable to certain vendors transmitting/storing confidential data, such as technology provider, payroll, HR, etc.  You may also consider asking the vendor to become compliant with the MEL's Cyber Risk Management Program.





## Tier 1

### Information Back-Up

1. Use of standardized system images or virtualized desktops. \_\_\_\_\_
2. Back-up copy of all application, operating and network configuration software must be available. \_\_\_\_\_
3. Daily incremental back-ups with a minimum of 14 days of versioning on off-network device of all data files. \_\_\_\_\_
4. Weekly, off-network, full back-up of all data files. \_\_\_\_\_
5. All back-ups are spot-checked monthly. \_\_\_\_\_
6. Third-party and cloud-based application data is backed-up to the same standards. \_\_\_\_\_

### Patch Management

1. Patch all operating an application software with the latest versions. \_\_\_\_\_
2. Use automatic updating where applicable, particularly as related to security patches. \_\_\_\_\_
3. All security and critical updates and patches are installed as soon as prudent and practicable following release. \_\_\_\_\_
4. The member annually reviews all non-standard applications for possible replacement/upgrade. \_\_\_\_\_

### Defensive Software

1. Antivirus and firewalls are enabled for all desktops and laptops. \_\_\_\_\_
2. Antispam and antivirus filters are enabled for the email server. \_\_\_\_\_
3. Firewalls are enabled on all active ports, and unused ports are closed. \_\_\_\_\_
4. Antivirus and antimalware enabled for network servers connecting to the internet. \_\_\_\_\_
5. Firewall rules and policies are reviewed or reassessed at least twice per year. \_\_\_\_\_
6. Microsoft Office applications open all downloaded files in "Protected Mode". \_\_\_\_\_

### Security Awareness Training

1. All computer users receive annual training of at least one (1) hour on at least the following topics: \_\_\_\_\_
  - a. Malware Identification
  - b. Password Construction
  - c. Identifying Security Incidents
  - d. Social Engineering



## Tier 1

### Password Strength

1. Password policy that minimally meets the requirements outlined in the Password Policy under the MEL's Master Technology Policy v 2.2.

\_\_\_\_\_

### Email Warning

1. Implemented an automatic warning label to all emails coming from outside of your organization.

\_\_\_\_\_

### Cyber Incident Response Plan

1. Management/Governing Body adopts a cybersecurity incident response plan to direct staff and guide technology management decision making when a cybersecurity incident takes place. This must include at a minimum the items in the MEL's Cybersecurity Incident Response Plan.

\_\_\_\_\_

### Technology Practices Policy

1. Management/Governing Body adopts a technology practices policy, which must at a minimum include the items in the MEL's Master Technology Policy v 2.2 respective to Tier 1.

\_\_\_\_\_

### Government Cyber Memberships

1. Registered with the New Jersey Cybersecurity & Communications Integration cell (NJCCIC).
2. Registered with the Multi-State Information Sharing & Analysis Center (MS-ISAC) and any other ISAC relevant to your organization's operations.

\_\_\_\_\_

\_\_\_\_\_



## MEL Cyber Risk Management Certification

### Tier 1

This document must be signed by the mayor, municipal administrator, or municipal clerk (or director of entity if not a municipality) AND your technology expert.

#### **MEMBER ENTITY**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

#### **TECHNOLOGY EXPERT**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## Tier 2

### Server Security

1. Servers and network equipment are protected from unauthorized access. \_\_\_\_\_

### Access Privilege Controls

1. Users with administrative rights are limited to those who need them. \_\_\_\_\_
2. Non-administrator users are granted limited access rights based on job function and responsibilities. \_\_\_\_\_
3. Access rights are updated upon any personnel status change action. \_\_\_\_\_
4. Access rights for each individual are reviewed at least every six (6) months. \_\_\_\_\_

### Technology Support

1. Has qualified staff or contractor(s) to provide technology support and guidance. \_\_\_\_\_

### System / Event Logging

1. Has appropriate system and event logging in place to detect and/or capture system/network performance and security anomalies. \_\_\_\_\_

### Protected Information

1. Has a process that ensures all files containing Personally Identifiable Information (PII) or Protected Health Information (PHI) are password protected or encrypted. \_\_\_\_\_

### Remote Access

1. Requires the use of a Virtual Private Network (VPN) when remotely accessing the network or cloud-base applications. This also includes adopting a Remote Access Policy. \_\_\_\_\_

### Leadership Expertise

1. Senior management has access to resources with expertise in their respective fields to support technology decision making, i.e., risk assessments, planning, budgeting, etc. \_\_\_\_\_



## *MEL Cyber Risk Management Certification*

### **Tier 2**

#### **Technology Business Continuity**

1. The Emergency Management/Continuity of Government (CoG) plan shall  
Include Technology Business Continuity Plan as part of the Disaster Recovery section. \_\_\_\_\_

#### **Banking Controls**

1. Has implemented internal controls to minimize fraudulent banking  
transactions. \_\_\_\_\_

#### **Technology Practice Policy**

1. The Management/Governing Body has adopted the MEL's Technology Policy  
as respects to Tier 2. \_\_\_\_\_



## *MEL Cyber Risk Management Certification*

### **Tier 2**

**This document must be signed by the mayor, municipal administrator, or municipal clerk (or director of entity if not a municipality) AND your technology expert.**

#### ***MEMBER ENTITY***

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

#### ***TECHNOLOGY EXPERT***

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## Tier 3

### Network Segmentation

1. The network is segmented, separating critical units (finance, police, utility, etc.) to minimize the spread of a cyber-attack. \_\_\_\_\_

### Remote Access

1. Implemented the use of Multi Factor Authentication (MFA) when remotely accessing resources and/or accessing third-party applications that pass or store protected and or financial information. \_\_\_\_\_

### Remote Access Policy

1. Adopted a Remote Access Policy that includes Multi-Factor Authentication and minimally includes the items in the Remote Access Policy – MFA in the MEL's Master Technology Policy v2.2. \_\_\_\_\_

### Password Integrity

1. Implemented a process where employees can periodically validate their credentials against HaveIBeenPwned or a similar email breach service. \_\_\_\_\_

### System and Event Logging

1. Logs are reviewed every three (3) months by the IT professional. \_\_\_\_\_

### 3rd Party Risk Management

1. Utilize the MEL's 3<sup>rd</sup> Party Risk Assessment Tool to assess a vendor's risk when issuing new or renewing contracts. \_\_\_\_\_



## *MEL Cyber Risk Management Certification*

### **Tier 3**

**This document must be signed by the mayor, municipal administrator, or municipal clerk (or director of entity if not a municipality) AND your technology expert.**

#### ***MEMBER ENTITY***

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

#### ***TECHNOLOGY EXPERT***

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## *MEL Cyber Risk Management Deductible Reimbursement*

### **Tier 1**

#### **Information Back-Up**

1. Use of standardized system images or virtualized desktops. \_\_\_\_\_
2. Back-up copy of all application, operating and network configuration software must be available. \_\_\_\_\_
3. Daily incremental back-ups with a minimum of 14 days of versioning on off-network device of all data files. \_\_\_\_\_
4. Weekly, off-network, full back-up of all data files. \_\_\_\_\_
5. All back-ups are spot-checked monthly. \_\_\_\_\_
6. Third-party and cloud-based application data is backed-up to the same standards. \_\_\_\_\_

#### **Patch Management**

1. The member patches all operating an application software with the latest versions. \_\_\_\_\_
2. The member uses automatic updating where applicable, particularly as related to security patches. \_\_\_\_\_
3. All security and critical updates and patches are installed as soon as prudent and practicable following release. \_\_\_\_\_
4. The member annually reviews all non-standard applications for possible replacement/upgrade. \_\_\_\_\_

#### **Defensive Software**

1. The member's antivirus and firewalls are enabled for all desktops and laptops. \_\_\_\_\_
2. The member's antispam and antivirus filters are enabled for the email server. \_\_\_\_\_
3. The member's firewalls are enabled on all active ports, and unused ports are closed. \_\_\_\_\_
4. Antivirus and antimalware enabled for network servers connecting to the internet. \_\_\_\_\_
5. Firewall rules and policies are reviewed or reassessed at least twice per year. \_\_\_\_\_
6. Microsoft Office applications open all downloaded files in "Protected Mode". \_\_\_\_\_

#### **Security Awareness Training**

1. All computer users receive annual training of at least one (1) hour on at least the following topics: \_\_\_\_\_
  - a. Malware Identification
  - b. Password Construction
  - c. Identifying Security Incidents
  - d. Social Engineering



## *MEL Cyber Risk Management Deductible Reimbursement*

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### **Password Strength**

1. The member has a password policy that minimally meets the requirements outlined in the Password Policy under the MEL's Master Information Technology Policy v 2.2. \_\_\_\_\_

### **Email Warning**

1. The member has implemented an automatic warning label to all emails coming from outside of your organization. \_\_\_\_\_

### **Cyber Incident Response Plan**

1. Management/Governing Body adopts a cybersecurity incident response plan to direct staff and guide technology management decision making when a cybersecurity incident takes place. This must include at a minimum the items in the MEL's Cybersecurity Incident Response Plan. \_\_\_\_\_

### **Technology Practices Policy**

1. Management/Governing Body adopts a technology practices policy, which must at a minimum include the items in the MEL's Master Technology Policy v 2.2 respective to Tier 1. \_\_\_\_\_

### **Government Cyber Memberships**

1. Registered with the New Jersey Cybersecurity & Communications Integration cell (NJCCIC). \_\_\_\_\_
2. Registered with the Multi-State Information Sharing & Analysis Center (MS-ISAC) and any other ISAC relevant to your organization's operations. \_\_\_\_\_



## Tier 2

### Server Security

1. The member's servers and network equipment are protected from unauthorized access. \_\_\_\_\_

### Access Privilege Controls

1. Users with administrative rights are limited to those who need them. \_\_\_\_\_
2. Non-administrator users are granted limited access rights based on job function and responsibilities. \_\_\_\_\_
3. Access rights are updated upon any personnel status change action. \_\_\_\_\_
4. Access rights for each individual are reviewed at least every six (6) months. \_\_\_\_\_

### Technology Support

1. The member has qualified staff or contractor(s) to provide technology support and guidance. \_\_\_\_\_

### System / Event Logging

1. The member has appropriate system and event logging in place to detect and/or capture system/network performance and security anomalies. \_\_\_\_\_

### Protected Information

1. The member has a process that ensures all files containing Personally Identifiable Information (PII) or Protected Health Information (PHI) are password protected or encrypted. \_\_\_\_\_

### Remote Access

1. The member requires the use of a Virtual Private Network (VPN) when remotely accessing the municipal network or cloud-base applications. This also includes adopting a Remote Access Policy. \_\_\_\_\_

### Leadership Expertise

1. The member's senior management has access to resources with expertise in their respective fields to support technology decision making, i.e., risk assessments, planning, budgeting, etc. \_\_\_\_\_



## *MEL Cyber Risk Management Deductible Reimbursement*

---

### **Technology Business Continuity**

1. The member's Emergency Management/Continuity of Government (CoG) plan shall \_\_\_\_\_  
Include an Technology Business Continuity Plan as part of their Disaster Recovery section.

### **Banking Controls**

1. The member has implemented internal controls to minimize fraudulent banking \_\_\_\_\_  
transactions.

### **Technology Practice Policy**

1. The Management/Governing Body has adopted the MEL's Information Technology Policy \_\_\_\_\_  
as respects to Tier 2.



## *MEL Cyber Risk Management Deductible Reimbursement*

### **Tier 3**

#### **Network Segmentation**

2. The member network is segmented, separating critical units (finance, police, utility, etc.) to minimize the spread of a cyber-attack. \_\_\_\_\_

#### **Remote Access**

2. The member has implemented the use of Multi Factor Authentication (MFA) when remotely accessing municipal resources and/or accessing third-party applications that pass or store protected and or financial information. \_\_\_\_\_

#### **Remote Access Policy**

1. The member has adopted a Remote Access Policy that includes Multi-Factor Authentication and minimally includes the items in the Remote Access Policy – MFA in the MEL's Master Technology Policy v2.2. \_\_\_\_\_

#### **Password Integrity**

1. The member has implemented a process where employees can periodically validate their credentials against HaveIBeenPwned or a similar email breach service. \_\_\_\_\_

#### **System and Event Logging**

1. Logs are reviewed every three (3) months by the IT professional. \_\_\_\_\_

#### **3rd Party Risk Management**

1. The member utilizes the MEL's 3<sup>rd</sup> Party Risk Assessment Tool to assess a vendor's risk when issuing new or renewing contracts. \_\_\_\_\_



# Required Documentation

**All supporting documentation noted below are discussed in detail in the Minimum Technological Proficiency Standards.**

1. Cyber training completion certificates or signed attendance
2. Screen shots of antivirus coverage
3. Screen shots of patches
4. Backup reports showing offsite backups
5. Copies of adopted Incident Response Plan and Technology Practices Policy
6. Email warning label screenshot
7. List of staff or contractors that support technology
8. Copies of adopted policies
  - a. Access, use, & control policy
  - b. PII & PHI encryption policy
  - c. Password policy
  - d. Banking Control policy
  - e. Remote Access policy
  - f. Technology Business Continuity policy



## *MEL Cyber Risk Management Deductible Reimbursement*

# Signature

This document must be signed by the mayor, municipal administrator, or municipal clerk (or director of entity if not a member) AND your technology expert.

### **MEMBER ENTITY**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### **TECHNOLOGY EXPERT**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**CITY OF  
NORTH WILDWOOD**

**Master  
Technology Policy**

Version 2.2

MEL Cyber Risk Management Program

## Document Management

Document Owner:	CITY OF NORTH WILDWOOD
Document Name:	Master Technology Policy
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*It is essential to review these policies with a qualified and experienced Technology professional to ensure proper understanding and implementation.*

# 1. Policy Statement

The Technology Policy defines the technology security practices necessary to ensure the security of the member's technology systems and the information it stores, processes, and/or transmits.

# 2. Reason for the Policy

We act as the custodian of a wealth of sensitive information relating to the services we provide and the constituents we serve. We also rely on technology for much of our daily operations. Accordingly, an appropriate set of security measures must be implemented to guard against unauthorized access to, alteration, disclosure, or destruction of this information and/or the technology systems that store, process, or transmit the information.

This policy affirms our commitment to technology security by specifying the policies and standards necessary to achieve our security objectives, including compliance with all Federal and State requirements, as well as the Municipal Excess Liability Joint Insurance Fund's (MEL) Minimum Technology Proficiency Standards.

# 3. Scope

All technology systems and users are expected to comply with this policy.

# 4. Tier 1 Operational Policies

The member shall implement practices and policies that meet or exceed the MEL's requirements at a minimum.

## 6.1. Information Backup Policy

### **Objective:**

The objective of the Information Backup Policy is to ensure all data is regularly "backed up" and available when needed in the event of an incident (e.g., ransomware, flood, fire, etc.). If the network is virtual, meaning no local data is stored on devices, the requirement to backup devices does not apply.

### **Requirements:**

- a) Use of standardized system images or virtualized desktops
- b) A back-up of applications, operating systems and network configuration software must always be available
- c) Daily incremental backups with a minimum of 14 days of versioning on off-network device of all data
- d) Weekly, off-network, full back-up of all data
- e) All backups are spot-checked monthly
- f) Third-party and cloud-based application data must also be backed-up to the same standards

## 6.2. Patch Management Policy

### **Objective:**

The objective of the Patch Management Policy is to ensure all systems and applications are patched on a timely basis. Outdated and/or unsupported operating systems/applications shall not be used.

**Requirements:**

Patch all operating systems, applications, and infrastructure equipment with latest versions.

- a. Use automatic updating where practicable, particularly as related to security patches.
- b. All security and critical updates and patches are installed as soon as possible following release. Following are examples:
  - Microsoft products (Windows, Desktops, Servers, Office, SQL Data Bases, Outlook, etc.)
  - Search engines (Google, Firefox, Microsoft Edge, Bing, etc.)
  - Technical infrastructure equipment that requires regular security updates (switches, firewalls, routers, etc.)
  - Third-Party applications (finance, animal license, construction, code enforcement, etc.)
- c. Annually review all non-standard applications for possible replacement/upgrade

### 6.3. Defensive Software Policy

**Objective:**

The objective of the Defensive Software Policy is to ensure all systems are protected by software that minimizes the likelihood of an attack by malicious individuals and/or malware that can compromise the confidentiality, integrity and availability of that system or information.

**Requirements:**

- a. Antivirus and firewalls are enabled for all desktops and laptops
- b. Antispam and antivirus filters are enabled for all email servers
- c. Firewalls, switches, routers, and any interconnecting devices must ensure unused or non-active ports are closed
- d. Antivirus and antimalware must be enabled for network servers that connect to the internet
- e. Firewall rules and policies need to be reviewed at least twice per year
- f. All Microsoft Office applications automatically open all downloaded files in "Protected Mode"

### 6.4. Security Awareness Training Policy

**Objective:**

The objective of the Security Awareness Training Policy is to ensure all personnel with access to the member's technology assets receive appropriate cyber awareness education to reduce the likelihood of a cyber incident by understanding potential cyber threats.

**Requirements:**

All personnel with access to the member's technology assets shall receive annual training of at least one hour that includes malware identification (email and websites), password construction, identifying security incidents, and social engineering.

## 6.5. Password Policy

### **Objective:**

The objective of the Password Policy is to ensure that users construct passwords that minimize the likelihood of unauthorized access to the member's data and technology systems.

### **Requirements:**

There are two options for compliance: 1) Follow the set of standards below; or 2) Follow the NIST Password Standards 800-63B (03/02/2020 Updates).

#### **Option 1**

##### **1- Change Frequency**

- a. Network users' passwords are updated every three (3) months.

##### **2- Construction**

- b. Passwords must be unique from passwords used on all other programs, websites, devices, etc., both personal and work.
- c. Passwords must be a minimum of ten (10) characters.
- d. Sequential or repetitive characters of more than two in succession are not to be permitted.
  - ✓ Example: "123", "AAA", etc.
- e. Commonly used passwords are not to be permitted.
  - ✓ Example, "password", "123456789", "qwerty", "abc123", etc.
  - ✓ Full lists of commonly used passwords can be found in various cybersecurity reports.
- f. Context-specific words are not to be permitted.
  - ✓ Example, the name of the application or website being logged into.

##### **3- Previously Breached Passwords**

The member shall implement a process for identifying breaches containing user email addresses and utilize a breach corpus search for breached passwords, and such passwords shall be updated and not used again.

##### **4- Failed Login Lockout**

The user account shall be locked out after five (5) failed attempts for a period of no less than 30 minutes. In lieu of a timed lockout, the member may utilize a positive identification process to unlock the account.

#### **Option 2 (NIST)**

##### **1- Failed Login Lockout**

- a. Limit the number of failed authentication attempts

##### **2- Password**

- a. Suggest users use "memorized secrets" instead of passwords

- b. Memorized Secrets are secret values intended to be chosen and memorized by the user; something you know

**3- Length**

- a. 8 characters minimum to at least 64 characters maximum

**4- Change**

- a. Only change if there is evidence of compromise

**5- Screening**

- a. Screen passwords against a list of known compromised passwords

**6- Hints**

- a. Disable password hints and knowledge-based security questions

**7- Composition Minimums**

- a. Skip character composition rules

**8- Composition Restrictions**

- a. Do not allow
  - i. Dictionary words
  - ii. Repetitive or sequential characters
  - iii. Context-specific words (i.e. service name or username)

**9- Copy & Paste**

- a. Allow copying and pasting passwords from a password manager

**10- Other Characters**

- a. Allow ASCII and UNICODE, including emojis

## 6.6. Email Warning Policy

**Objective:**

The objective of the Email Warning Policy is to reduce spoofing emails and social engineering emails by identifying when emails are coming from outside the organization.

**Requirements:**

Example of email warning label:

**CAUTION:**

This email originated from outside of our email domain. Do not click on links or open attachments unless you recognize the sender and know the content is safe. If unsure, do not reply to this email and call the sender directly.

## 6.7. Cyber Incident Response Plan

**Objective:**

The objective of the Incident Response Plan is to define the methods for identifying, tracking, and responding to technology security incidents.

**Requirements:**

Please refer to the Incident Response Plan.



MEL Cyber Incident  
Response Plan - v2.1

## 6.8. Technology Practice Policy

### **Objective:**

The objective of the Technology Practice Policy is to ensure management/governing bodies adopt a Technology Practices Policy that includes all the subject items outlined in the MEL Cyber Risk Management Program.

### **Requirements:**

This document shall serve as the Technology Practice Policy.

## 6.9. Government Cybersecurity Membership Policy

### **Objective:**

The objective of the Government Cybersecurity Membership policy is to ensure the member stays current with cyber threat notifications and relevant information. Both required below are FREE.

### **Requirements:**

The member shall register and become a member of New Jersey Cybersecurity Communications Integration Cell (NJCCIC) and Multi-State Information Sharing and Analysis Center (MS-ISAC).

#### **New Jersey Cybersecurity & Communications Integration Cell (NJCCIC) - <https://www.cyber.nj.gov/>**

The New Jersey Cybersecurity and Communications Integration Cell is the state's one-stop shop for cybersecurity information sharing, threat intelligence, and incident reporting. Acting in a cyber fusion center capacity, the NJCCIC is a component organization within the New Jersey Office of Homeland Security and Preparedness.

The NJCCIC works to make New Jersey more resilient to cyberattacks by promoting statewide awareness of cyber threats and widespread adoption of best practices. We provide a wide array of cybersecurity services, including the development and distribution of cyber alerts and advisories, cyber tips, and best practices for effectively managing cyber risk. Other services include threat briefings, risk assessments, incident response support, and training.

#### **Multi-State Information Sharing & Analysis Center (MS-ISAC) - <https://www.cisecurity.org/ms-isac/>**

The mission of MS-ISAC is to improve the overall cybersecurity posture of the nation's state, local, tribal, and territorial governments through focused cyber threat prevention, protection, response, and recovery.

The Center for Internet Security, Inc. (CIS®) makes the connected world a safer place for people, businesses, and governments through our core competencies of collaboration and innovation.

We are a community-driven nonprofit, responsible for the CIS Controls® and CIS Benchmarks™, globally recognized best practices for securing technology systems and data. We lead a global community of technology professionals to continuously evolve these standards and provide products and services to proactively safeguard against emerging threats. Our CIS Hardened Images® provide secure, on-demand, scalable computing environments in the cloud.

CIS is home to the Multi-State Information Sharing and Analysis Center® (MS-ISAC®), the trusted resource for cyber threat prevention, protection, response, and recovery for U.S. State, Local, Tribal, and Territorial government entities, and the Elections Infrastructure Information Sharing and Analysis Center® (EI-ISAC®), which supports the rapidly changing cybersecurity needs of U.S. elections offices.

## 5. Tier 2 Operational Policies

### 5.1. Server Security Policy

**Objective:**

The objective of the Server Security Policy is to prevent unauthorized physical access, damage, and interference to the member's server(s) and network equipment.

**Requirements:**

The member's servers and network equipment shall be protected by physical barriers with restricted access controls and must not be in common public areas. The servers and network equipment may be stored in an enclosed cabinet, data closet, or office with secure entries.

### 5.2. Access Privilege Controls Policy

**Objective:**

The objective of the Access Privilege Control Policy is to control access to all technology digital assets. Access to all technology shall be controlled by role-based access controls.

**Requirements:**

- a. System and Network administrative rights are to be limited to those who are authorized to make changes to the systems, computers, and network.
- b. Network and system access to file and folders are granted based on the individual's job function and level of responsibility.
- c. Access rights need to be reviewed and updated upon any personnel change. Exiting employees' access must be revoked immediately upon separation.
- d. A review process is to be implemented to ensure access rights are up to date. Minimal review frequency is six (6) months.

### 5.3. Technology Support Policy

**Objective:**

The objective of the Technology Support Policy is to ensure the member has the technical support expertise and structure in place to effectively mitigate and triage technology and cyber related issues.

**Requirements:**

Technical support can be provided by a qualified and experienced employee or vendor.

## **5.4. System and Event Logging Policy**

**Objective:**

The objective of the Logging Policy is to ensure system activities, information security events, and system utilization and performance are captured.

**Requirements:**

The member shall use the following Microsoft logs (or similar for other operating systems) to monitor system activities, information security events, and system utilization and performance.

- a- System
- b- Application
- c- Security

*Note:* There are numerous free and for-cost log management tools on the market.

## **5.5. Protected Information Policy**

**Objective:**

The objective of the Protected Information Policy is to ensure all digital files and data containing sensitive information, Personally Identifiable Information (PII), and Protected Health Information (PHI) are protected in accordance with statutory, regulatory, and contractual requirements.

**Requirements:**

All digital documents containing Personally Identifiable Information (PII), Protected Health Information (PHI) and documents deemed by the member as sensitive shall be encrypted.

## **5.6. Remote Access Policy**

**Objective:**

The purpose of Remote Access Policy is to secure remote access connectivity into the member's network using a Virtual Private Network (VPN).

**Requirements:**

The member shall deploy a Virtual Private Network (VPN) for those who need to remotely access the member's network. Only approved users, third-parties, vendors, and contractors may utilize the VPN service to connect to the member's network. VPN profiles shall be created upon request from the relevant department head, approving authorities, or designated sponsor.

## **Using Personal Devices:**

The following requirements only apply to those approved users, third-party, vendor or contractors who use their personal devices to access the member's network.

- ✓ All personal devices must be up to date with all applicable operating systems, security patches and virus/malware protection software.
- ✓ Users with remote access privileges shall ensure their remote access connection is used explicitly for member work and used in a manner consistent with their on-site connection to the member's network.
- ✓ Personal equipment shall not be used to connect to the member network unless authorized and approved in writing by someone in senior management charged with approving cybersecurity changes.
- ✓ VPN users are automatically disconnected from the member network after thirty (30) minutes of inactivity. The user must then logon again to re-authenticate in order to reconnect to the network.
- ✓ All personal devices are required to use a password to protect from tampering using the same standards and requirements as the member's equipment.
- ✓ The member shall not allow remote users to save any data to their personal devices (i.e. member can utilize Content Access Controls or a Cloud Access Security Broker).

## **5.7. Leadership Expertise Policy**

### **Objective:**

The objective of the Leadership Expertise Policy is to ensure the member's senior management has access to resources with expertise in their respective fields to support technology decision making, such as risk assessments, planning, budgeting, etc.

### **Requirements:**

The member's senior management shall have access to resources with expertise in their respective fields leveraging their technology support and the JIF's or MEL's available resources.

## **5.8. Technology Business Continuity Plan Policy**

### **Objective:**

The objective of the Technology Business Continuity Plan Policy is to ensure the member is prepared and can effectively recover from a disruption in service, including cyber breaches, denial of service or ransomware attacks, and be able to restore continuity of operations.

### **Requirements:**

The Emergency Management/Continuity of Government (CoG) plan shall include an Technology Business Continuity Plan as part of its Disaster Recovery section.

When developing an Technology Business Continuity Plan the member shall consider the following:

### ***Recovery Strategies***

- 5.1. Identify all operational functions
- 5.2. Identify key support personnel and communications plan

5.3. Prioritize based on Recovery Time Objectives (RTOs)

5.4. Consider and accommodate the following impacts:

- ✓ Loss of Computing (Systems and Data)
- ✓ Loss of Telecommunications
- ✓ Loss of Personnel
- ✓ Denial of Physical Access
- ✓ Critical vendors' services

## 5.9. Banking Control Policy

### **Objective:**

The objective of the Banking Control Policy is to prevent or reduce fraudulent banking transactions.

### **Requirements:**

The member shall implement internal controls to minimize fraudulent banking transactions. The following are required:

- ✓ Use Multi-Factor Authentication when accessing the bank's system and making financial transactions, where available.
- ✓ Establish procedures requiring multiple approvals for request to change banking information.
- ✓ Establish procedures requiring multiple approvals and source verification for financial transaction requests over \$5,000.

## 6. Tier 3 Operational Policies

### 6.1. Network Segmentation Policy

#### **Objective:**

The objective of the Network Segmentation Policy is to reduce the spread of a cyber-attack by dividing the network into multiple zones or sub-networks, virtually or physically, and applying security protocols to each zone. The member shall consider isolating key business units or sensitive departments, such as finance and human resources.

#### **Requirements:**

Divide the network into multiple zones or sub-networks, virtually or physically, and apply security protocols to each zone. The member shall consider isolating key business units or sensitive departments, such as finance and human resources.

Utilities shall have an "air gap" between their primary network and their Industrial Control System (ICS) / SCADA system. An air gap is a network security measure that physically isolates one network from another to prevent external connections.

### 6.2. Remote Access Policy

#### **Objective:**

The objective of the Remote Access Policy is to enhance the security level by adding a second layer of authentication when remotely accessing the member's network, as well as giving the member certain controls over the device remotely accessing the network.

**Requirements:**

This is only applicable if you allow remote access to your network (i.e. employees, vendors, etc.). Consider using Network Access Control (NAC) to limit remote network access to only pre-approved devices.

MFA shall be enabled for the following remote connections:

- ✓ Member's network
- ✓ Email service (if cloud based)
- ✓ Third-Party applications that store or transmit PII or PHI information

The following Remote Security Controls shall be enabled for devices remotely accessing the above connections:

- ✓ The member shall require employees to immediately report a lost or stolen device.
- ✓ The member shall maintain the ability to remotely wipe a user's member-owned device.
- ✓ The member shall maintain the ability to disconnect any user from the member's network.

### **6.3. Password Integrity Policy**

**Objective:**

The objective of the Password Integrity Policy is to frequently validate users' emails and passwords to ensure they have not been compromised.

**Requirements:**

The member shall implement a process where user emails are checked against an email breach service, such as HaveIBeenPwned, to determine if any email addresses have been compromised. Member must take necessary action to ensure integrity of any emails found to in the breach database.

The HaveIBeenPwned website is: <https://haveibeenpwned.com/>

### **6.4. System and Event Logging Policy**

**Objective:**

Logs shall be reviewed every three (3) months by the technology professional.

**Requirements:**

Logs shall be reviewed every three (3) months by the technology professional.

*Note:* There are numerous free and for-cost log management tools on the market.

## 6.5. Third-Party Risk Management Policy

### **Objective:**

The objective of the Third-Party Risk Management (TPRM) Policy and Procedure is to ensure the protection of information that is accessible to outside vendors. It is important to properly identify and manage risks associated when working with third-party vendors.

### **Requirements:**

#### **Vendor Review Process (*New and Existing Vendors*)**

A Vendor Review shall take place for those vendors/partnerships who store, handle, access, and/or transmit any of the following sensitive data:

- ✓ Personally Identifiable Information (PII)
- ✓ Protected Health Information (PHI)
- ✓ Financial information
- ✓ Credit card information
- ✓ Access to the member's information system and/or computer network
- ✓ Any asset deemed sensitive and/or of value

The Vendor Review shall be in the form of an extensive Third-Party Security Questionnaire (attached and embedded below) which shall be forwarded to the vendor for completion. Following receipt of the questionnaire and any requested supporting documentation, the *Vendor Relationship Manager*\*\* shall engage the appropriate qualified and experienced professionals, including their Risk Manager, to review and opine on the information provided. The overall risk associated with the selection of the vendor shall be carefully considered.

**\*\*Vendor Relationship Manager** – Person responsible for the service, product, or agreement being requested.



Third Party Security  
Questionnaire.xlsx

#### **Technology Vendors**

It is paramount to select a technology vendor that has the expertise, experience, and certification to effectively design, implement, manage, and maintain your technology system.

### **Requirements:**

The following is a sample list of items that should be considered:

- ✓ Do they have the experience?
- ✓ Are they reliable and with references?
- ✓ Do they stay current with technology and trends?
- ✓ Do they provide a contract with Service Level Agreements (SLA)?
- ✓ Do they recommend ways to improve the performance and security of your network?
- ✓ Can they recommend how to design your network with security controls in mind?
- ✓ Can they design a network with redundancy built in to recover from a major incident?

# Technology Support Guidelines

Industry Standard Certifications	Certifications required based on support role					
	Help Desk Support	PC / Printer Repair	Server Repair & Support	System Administration	Network & Infrastructure Support	Information Security
HDI technical support professional certification	✓					
CompTIA IT Fundamentals (ITF+)	✓	✓				
CompTIA A+	✓	✓	✓	✓		
CompTIA Network +			✓	✓	✓	
CompTIA Server +			✓	✓	✓	
CompTIA Security +			●	●	✓	✓
MCSE			●	✓	●	●
CCNA					✓	✓
CISSP						✓
CEH						✓

- ✓ Certifications marked with a bullet are not required but good to have depending on customer needs.

CompTIA IT Fundamentals (ITF+)	Entry level certification focusing on essential IT skills and knowledge such as the functions and features of common operating systems, establishing network connectivity, security best practices and how to identify common software applications.
CompTIA A+	The certification focuses on validating nine major IT skills, including hardware, operating systems, software troubleshooting, networking, hardware and network troubleshooting, security, mobile devices, virtualization and cloud computing and operational procedures.
CompTIA Network +	The certification focuses on configuring, managing, and maintaining network devices, implementing, and designing functional networks, network troubleshooting and network security.
CompTIA Server +	The certification focuses on knowledge of server hardware and technology as well as troubleshooting and repairing server issues, including disaster recovery.
CompTIA Security +	The certification focuses on threats, attacks and vulnerabilities, risk management, architecture and design, technology and tools, cryptography and PKI and identity and access management.
MCSE Microsoft Certified Systems Engineer	Though Microsoft has retired the MCSE certification program as of June 30, 2020, the certification focuses on designing, managing, and supporting Windows products and architecture.
CCNA Cisco Certified Network Associate	The CCNA certification focuses network fundamentals, network access, IP connectivity, IP services, security fundamentals and automation and programmability.
CISSP Certified Information Systems Security Professional	The CISSP certification focuses on critical security issues, including risk management, cloud computing, application development security, mobile security, etc.
Certified Ethical Hacker	The CEH certification specializes in penetration testing, vulnerability testing, and cyber forensics analysis.



# Cyber Incident Response Plan

### Document Management

Document Owner:	<b>CITY OF NORTH WILDWOOD</b>
Document Name:	Cyber Incident Response Plan
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## 1. Policy Statement

The Incident Response Plan defines our methods for identifying, tracking, and responding to technology-based security incidents.

## 2. Reason for the Policy

The Incident Response Plan is established to assist in protecting the integrity, availability, and confidentiality of technology and assist in complying with statutory, regulatory and contractual obligations.

Responding quickly and effectively to an Incident is critical to minimizing the spread of the Incident and/or the business, financial, legal, and/or reputational impact. Incident Response generally includes the following phases:

- Detection, Reporting, and Analysis.
- Legal.
- Forensics.
- Containment, Eradication, and Recovery.
- Other Responses (i.e. Public Relations).
- Post-Incident Review.

## 3. Scope

This plan governs incidents that have a significant negative impact on information technology systems and/or sensitive information (hereinafter, "Incidents"). Incidents can include denial of service, malware, ransomware, and/or phishing attacks that can significantly impact operations and/or result in the unintended disclosure of sensitive data (e.g., constituent data, Protected Health Information, Personally Identifiable Information, credit card data, and law enforcement records).

Minor events (e.g., routine detection, and remediation of a virus, a minor infraction of a security policy, or other similar issues that have little impact on day-to-day business operations) are not considered an Incident under this policy.

## 4. Incident Identification

For cyber insurance purposes, a security incident is an event that is a: cyber security breach, or cyber extortion threat, or data breach.

### 4.1 Cyber Extortion Threat

A threat against a network to:

1. Disrupt operations.
2. Alter, damage, or destroy data stored on the network.
3. Use the network to generate and transmit malware to third parties.
4. Deface the member's website.
5. Access personally identifiable information, protected health information, or confidential business information stored on the network; made by a person or group, whether acting alone,

or in collusion with others, demanding payment, or a series of payments in consideration for the elimination, mitigation, or removal of the threat.

#### 4.2 Cyber Security Breach

Any unauthorized access to, use, or misuse of, modification to the network, and/or denial of network resources by attacks perpetuated through malware, viruses, worms, Trojan horses, spyware, adware, zero-day attack, hacker attack, or denial of service attack.

#### 4.3 Data Breach

The actual or reasonably suspected theft, loss, or unauthorized acquisition of data that has or may compromise the security, confidentiality and/or integrity of personally identifiable information, protected health information, or confidential business information.

Other cyber security incidents include:

- Attempts from unauthorized sources to access systems or data.
- Unplanned disruption to a service or denial of a service.
- Unauthorized processing or storage of data.
- Unauthorized changes to system hardware, access rights, firmware, or software.
- Presence of a malicious application, such as ransomware, or a virus.
- Presence of unexpected/unusual programs.

### 5. Designation of an Incident Response Manager

The municipality shall designate an Incident Response Manager who is either a full or part time technology person working in your municipality on a daily basis or the highest-ranking administrative person in your municipality that employees would normally contact when having computer or technology problems. Ideally, this person should be readily available to employees in the case of a cyber security event.

#### 5.1 Responsibilities

- The municipality has designated an Incident Response Manager that is responsible for determining whether an event, or a series of security events, is declared an Incident.
- The Incident Response Manager is responsible for ensuring that this policy is followed.
- The Incident Response Manager is responsible for establishing an Incident Response Team to support the execution of this plan.
- The Incident Response Team is tasked with executing this plan in accordance with and at the direction of the Incident Response Manager.
- The highest-ranking administrative official in the municipality is responsible for ensuring that end-users have sufficient knowledge to recognize a potential security Incident and report it in accordance with this plan.
- Employees are responsible to report potential security incidents in a timely manner and provide any requires support during plan execution.

## 6. Incident Response Team and Notification

Establish an incident response team to be able to quickly respond to cyber security incidents, and a team broad enough to gather the needed resources and make the appropriate decisions to resolve the incident. Such team shall include the following.

Title / Position	Name	Telephone #
Highest-ranking Administrative Official		
Chief of Police		
General Counsel		
Human Resources Manager		
Incident Response Manager		
JIF Risk Management Consultant		
JIF Claims Administrator		
Technology Support Contact		
AXA XL Data Breach Hotline		855-566-4724

Please verify with your breach advisor/counsel that their firm will be handling the required breach notifications including, but potentially not limited to, those agencies listed below.

IC3	FBI Internet Crime Complaint Center: <a href="https://www.ic3.gov/">https://www.ic3.gov/</a>
NJ Cybersecurity and Communications Integration Cell (NJCCIC)	Incident Reporting: <a href="https://www.cyber.nj.gov/report">https://www.cyber.nj.gov/report</a> 609-963-6900 x7865

## 7. Incident Response Phases

### 7.1 Detection, Reporting, & Analysis

1. If a user, employee, contractor, or vendor observes a potential security event they should notify the Incident Response Manager immediately. If the Incident Response Manager is not available, the events should be immediately reported to the highest-ranking administrative official.
2. The Incident Response Manager is responsible for communicating the Incident, its severity, and the action plan to the highest-ranking administrative official.
3. If the Incident Response Manager or the highest-ranking administrative official are not available, a user should isolate the affected devices from the network or internet by removing the network cable from the device. If operating via wireless, turn off the wireless connection. If isolating the machine from the network is not possible then unplug the machine from its power source.
4. If you have determined or suspect that the Incident is a cyber security breach, cyber extortion threat, or data breach (*see Definitions Related to Cyber Liability Insurance – Section 4 of this document*) proceed to Step 5. If not, proceed to Step 6.
5. For a cyber security breach, please follow this process:

If the AXA XL Data Breach Hotline does not answer, leave a message with your contact information. Do not delay in calling the Hotline. When they respond, follow their instructions. They will refer the matter to a “breach advisor/counsel” (an attorney experienced in cybersecurity incidents) who will coordinate the response. The Breach Counsel will gather information about the Incident and work with you to determine an action plan.

**The Incident Response Manager should follow the advice from the Breach Counsel until the issue is resolved.**

6. *If the Incident is determined not to be a cyber security breach, cyber extortion threat, or data breach,* the Incident Response Manager should work with the Incident Response Team to assess the Incident, develop a plan to contain the Incident, and ensure the plan is communicated to and approved by the highest-ranking administrative official.
7. The Incident Response Manager should ensure that all actions are documented as they are taken and that the highest-ranking administrative official, Incident Response Team, and outside support are regularly updated.

## 7.2 Containment, Eradication, & Recovery

**Containment** is the act of limiting the scope and magnitude of the attack as quickly as possible. Containment has two goals: preventing data of note from being exfiltrated and preventing the attacker from causing further damage.

### **Immediate triage:**

1. Immediately contact technology expert to report the event and follow their instructions. It is now the responsibility of technology expert to notify management of the incident and to execute the security incident response plan.
2. If technology expert is not available, isolate the affected devices from the network or internet by removing the network cable from the device. If operating via wireless, turn off the wireless connection. DO NOT TURN OFF DEVICE OR REMOVE POWER SOURCE unless instructed by technology expert.
3. Incident response team assembles and assesses if the incident is a cyber security breach, cyber extortion threat, or data breach. If it is, or if there is any question the incident may or may not be one, management contacts their JIF Claims Administrator to advise them of the incident and management (or technology support) will call the Cyber Insurer Hotline. Work with the breach coach and the other partners they suggest to help resolve the incident.
4. Document all actions as they are taken.

**Eradication** is the removal of malicious code, accounts, or inappropriate access. Eradication also includes repairing vulnerabilities that may have been the root cause of the compromise. A complete reinstallation of the OS and applications is preferred.

**Recovery** allows business processes affected by the Incident to recover and resume operations. It generally includes:

- ✓ Reinstall and patch the OS and applications.
- ✓ Change all user and system credentials.
- ✓ Restore data to the system.
- ✓ Return affected systems to an operationally ready state.
- ✓ Confirm that the affected systems are functioning normally.

### 7.3 Forensics

Security incidents of a significant magnitude may require that a forensics investigation take place. Once that need has been established all additional investigation/containment activities need to be directed and/or performed by a forensics specialist to ensure that the evidence and chain of custody is maintained. The highest-ranking administrative official, in consultation with the Incident Response Manager and/or XL Caitlin will advise if engaging a forensics firm is required.

### 7.4 Post-Incident Review

To improve the Incident Response processes and identify recurring issues each Incident should be reviewed and formally reported on. The report should include:

- ✓ Information about the Incident type
- ✓ A description of how the Incident was discovered.
- ✓ Information about the systems that were affected.
- ✓ Information about who was responsible for the system and its data.
- ✓ A description of what caused the Incident.
- ✓ A description of the response to the Incident and whether it was effective.
- ✓ A timeline of events, from detection to Incident closure
- ✓ Recommendations to prevent future Incidents.
- ✓ A discussion of lessons learned that will improve future responses.

## 8. Periodic Review

This policy and associated subordinate procedures will be reviewed at least annually by the Incident Response Manager to adjust processes considering new risks and security best practices. Material changes in this policy should be approved by the highest-ranking administrative official and/or governing body of the municipality.

## 9. Special Situations/Exceptions

Any personally owned devices, such as PDAs, phones, wireless devices, or other electronic devices which have been used to access organizational data and are determined to be relevant to an Incident, may be subject to retention until the Incident has been eradicated.

# Cyber Risk Management Resources

We want to provide many resources and guides on many of the requirements in the MEL Cyber Risk Management Program, but your technology expert should be your first resource. You will find most the resources we highlight below are governmental entities, most notably MS-ISAC, US-CERT, CIS, NJCCIC and NIST. These organizations provide an extensive array of free resources to public entities, so we encourage contacting them for services. See the MEL's Cyber Resources guide: [https://njmel.org/wp-content/uploads/2019/06/Cyber-News-Free-Member-Resources.rev\\_.pdf](https://njmel.org/wp-content/uploads/2019/06/Cyber-News-Free-Member-Resources.rev_.pdf)

## Backups

NJCCIC offers tips for data back-up setups: <https://cyber.nj.gov/mitigation-guides/backups-the-cure-to-viral-cyber-infections>.

## Training

Consider using an outside vendor to provide the training. See the MEL's Cyber Hygiene Training Vendor guide attached. Cybersecurity Ventures, along with many other organizations, publishes an annual report of top vendors: <https://cybersecurityventures.com/security-awareness-training-companies/>.

## Passwords

Review NJCCIC's and NIST's password recommendations. NIST is the go-to source for cybersecurity standards and NJCCIC typically follows and provides some additional commentary:

<https://cyber.nj.gov/instructional-guides/passwords-passwords-passwords>

<https://pages.nist.gov/800-63-3/>

There are many services available to run your organization's email addresses against known breaches, which are typically provided by your security software/SaaS provider, such as Norton, BitDefender, etc. A very popular provider is "Have I Been Pwned?": <https://haveibeenpwned.com/>.

## Multi-Factor Authentication (MFA)

NJCCIC offers an easy technical guide to deploying multi-factor authentication in your organization: <https://cyber.nj.gov/instructional-guides/stop-what-you-are-doing-and-enable-mfa>.

## Government Cyber Memberships

NJCCIC: <https://cyber.nj.gov/members/>

MS-ISAC: <https://learn.cisecurity.org/ms-isac-registration>

Water-ISAC: <https://www.waterisac.org/>

E-ISAC: <https://www.eisac.com/>

US-CERT / CISA: <https://us-cert.cisa.gov/>

ICS-CERT: <https://us-cert.cisa.gov/ics>

IT-ISAC: <https://www.it-isac.org/>

Elections-ISAC: <https://www.cisecurity.org/ei-isac/>

Surface Transportation-ISAC: <http://www.surfacetransportationisac.org/>

## Remote Access

This NJCCIC guide offers security tips for remote access: <https://cyber.nj.gov/this-is-security/tips-for-teleworkers-remote-access-security>.

NJCCIC Router security: <https://www.cyber.nj.gov/instructional-guides/how-to-configure-and-secure-a-home-wi-fi-router>

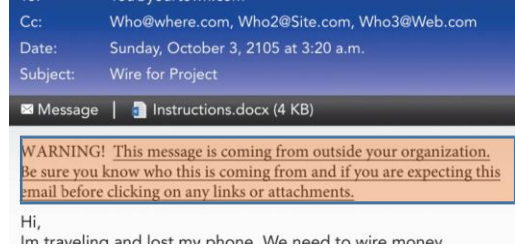
## Banking Controls

See NJ DCA's electronic payroll guide for assistance in this area of banking controls:

<https://www.state.nj.us/dca/divisions/dlgs/resources/pdf/payroll%20agency%20handbook.pdf>

## Email Warning Label for Outside Senders

Add a warning label to all emails coming from outside of your organization via the transport server.



## Segmentation

NJCCIC guide to Network Segmentation: <https://www.cyber.nj.gov/this-is-security/network-segmentation>

## Employee Policies

Remote Working: Via the MEL's Cyber insurer (AXA XL), their partner InformationShield has provided a template Remote Working policy to use with your employees. See attached.

Mobile Device Access & Waiver: Via the MEL's Cyber insurer (AXA XL), their partner NetDiligence has provided a template policy for your employee's use of personal devices for work, giving authorization for you to access and wipe the device.



# Employee Cyber Hygiene Training Options

*Prepared by the Bloustein Local Government Research Center*

Members can meet the Cyber Risk Management Program requirement for employee cyber hygiene training (Tier 1 - at least one hour spread over two years) in several different ways. When considering their approach, JIFs and their members should consider: 1) the technology and cybersecurity risks they face, as measured against 2) the quality and elements of the training program and 3) the cost. As in most risk management training programs, there is a direct correlation between the three elements. The better educational quality programs address a wider range of risks and are of better educational quality but cost more. The following graphic adds depth to the issues to consider; an explanation of the different types of programs follows:



- Different video styles may appeal to different audiences
- Phishing tests increase the value and reduce risks
- Level of customization desired



- Cost is either fees to vendor or time spent by local program manager to customize testing



- Staff needs to be assigned to manage the program, track employees, and decide what training is used.



- The most flexible programs are the most accountable and have higher costs (fees plus time of local manager); The least flexible and accountable are the least expensive



- Prices vary by:
  - Level of service provided by the vendor (higher price) as opposed to effort provided by customer (lower price)
  - Customization of training material



- Different vendors have different approaches and options
- Some provide collateral printed and online material, periodically refreshed



# Employee Cyber Hygiene Training Options

Prepared by the Bloustein Local Government Research Center



## Review and Analysis of Cyber Hygiene Services (Fall 2017)

### Overview

All of the reviewed providers<sup>1</sup> offer online cyber hygiene (a.k.a. security awareness) videos and phishing training (companies only doing phishing training were excluded), and all do the same things with similar user enrollment and management reporting tools. The depth, pricing, management feature flexibility, and to some degree, the quality/style of videos are what differentiates them, making choices very JIF/member-dependent. While pricing is driven by the number of participants covered by contract, general pricing runs in the \$8-\$15/employee/year range (often based on a training service fee plus a phishing service fee), with variations driven by phishing training management, customization needs, and personnel (i.e., who manages the administrative overhead).

Generally, company-managed overhead will be slightly more expensive than a management by a local official or JIF. Depending on the service, member maintenance may require the time and attention of a JIF or member staff person to manage that aspect. Deciding on a vendor may hinge on the capacity of the JIF or individual member to handle the effort required by its choice of service.

All vendors tend to update their material regularly as cyber threats continuously evolve. There are various industry perspectives on how to deal with some cyber threats; different vendors offer different guidance on how to do so; there might be minor differences on how those recommendations affect local governments, but these are not substantial issues. It is important to note most of the videos are focused on private businesses, and the nomenclature reflects that; however, the risks and solutions are generally the same. One vendor (PivotPoint) has developed videos specifically for MEL municipalities.

The videos all differ by style (lifelike animation, cartoon, or live actors) and approach (from serious to relaxed), though the content is similar. All include interactive quizzes to reinforce the videos. National vendors also provide various types of free collateral materials designed to reinforce training. Phishing services involve sending emails to employees to see if they can be fooled into clicking on a dangerous link. Each vendor has a different approach and will propose various options to dealing with this form of penetration testing.

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<sup>1</sup> Research began using the Gartner Group's "Magic Quadrant for Security Awareness Computer-Based Training" 10/16 (most recent available when researched). Six of the vendors were selected from "Leader's" quadrant (high ability to execute and completeness of vision), then reduced to those who services seem most relevant to JIF need (i.e., US -focused, end-user security training, and phishing testing, plus two NJ based firms that JIF member have worked with).



# Employee Cyber Hygiene Training Options

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Phishing Test (Online) Service		
Service Level	Sophistication of Test	Costs
<b>Best</b>	Fully customized templates and schedule	Fees and management time and attention vary by service provider
<b>Better</b>	Limited templates and schedule	Limited management engagement
<b>Marginal</b>	None	None

The following analysis is organized into two vendor categories: New Jersey-based companies and large national ones. Following the analysis is a review of criteria that can be part of a contracting decisions (Training Management Considerations).

## NJ-Based Vendors

### D2Cybersecurity/Kean University

[www.d2cybersecurity.com/industries/municipalities.html](http://www.d2cybersecurity.com/industries/municipalities.html)

D2 specializes in developing cybersecurity education and training for all levels of government and various private sector industries. It has a full line of videos that, depending on the level of service desired, can be branded or customized with the appearance of organization officials (this option requires video recording). Its program is made up of 8 individual modules. Terminology tends to lean corporate, but not overwhelmingly so. Each module has an interactive quiz. It has a contract and marketing arrangement with Kean University that effectively eliminates public contracting issues (over \$17,500 or \$40,000 if that becomes an issue). D2's phishing service has 25+ sample templates it can modify based on specific needs or target groups (i.e., police may get something targeted to them). The company manages the overhead; the user works with them to determine what they want. Extreme customization for a specific user group might result in additional costs, but it appears flexible. Members only need to provide email addresses of employees, but deeper customization is available (depending on complexity, there could be a fee). If contracted by a JIF, it will provide an aggregate, anonymized management report to the JIF, and a detailed report to the member. D2 has a representative (Brian Lau) available to meet with members considering its services.

### PivotPoint

[www.pivotpointsecurity.com/security-awareness-training/](http://www.pivotpointsecurity.com/security-awareness-training/)

PivotPoint has developed a video training series specifically targeted to NJ municipalities<sup>2</sup>. It uses a personally narrated, less formal, self-deprecating, tongue-in-cheek humorous approach; this is different from the other firms (the video presenter is John Verry, the head of the firm). It was developed by technologists (other firms

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<sup>2</sup> This was informed in part through a contract PivotPoint has with A.J. Gallagher managed JIFs; partly developed on the possibility of obtaining work with other JIFs



# Employee Cyber Hygiene Training Options

*Prepared by the Bloustein Local Government Research Center*

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combine education specialists and technologists) and includes some superfluous technology jargon and detailed administrative information that are not present (and sometimes not relevant) in other vendor videos. The videos and site features are not fully active, but it is anticipated this will be addressed over time<sup>3</sup>. Given its interest in specifically serving JIFs, it has the capacity to meet with JIF officials to customize content. It uses a third-party service to manage its phishing program. As such, it has limited mailing flexibility, customization options and a smaller number of templates and landing pages. These limitations are offset by reduced management overhead. Mailings go to enrolled users; the service sends a link to management, who resends it to employee-users so they can self-enroll. A management dashboard provides basic reporting functions for video use and phishing.

## Large National Vendors

The following vendors (in alphabetical order) are very similar in capabilities and approaches. All services are highly automated with dashboards and pick-lists to manage the process. They compete with each other and, over time, generally match each other's features. Video styles are varied. The narratives below are a summary of highlights from observations, limited demonstrations, and, in some cases, discussions with representatives. The firms all have website links to contact representatives who can discuss details for specific potential clients (the study made specific contacts with staff from MediaPro and Wombat, and information about KnowBe4 was obtained from its website and some JIF users of the service). The Gartner Group maintains a user review site of "security awareness computer-based training" companies. The three companies are all included (among others). This can be seen here: [www.gartner.com/reviews/market/security-awareness-computer-based-training](http://www.gartner.com/reviews/market/security-awareness-computer-based-training)

### KnowBe4

[www.knowbe4.com/](http://www.knowbe4.com/)

KnowBe4 is a full-service application including assessment tools, phishing/attack simulations, education modules, collateral materials, ongoing training and phishing ID software tools. It has multiple short modules and longer comprehensive ones from which the member can choose. It also provides a Microsoft Outlook "add-in" feature that lets a user report a phishing attack to it (available separately for a small fee, but installation requires technical skill). System management is highly automated, providing the member a high degree of customization, though it requires the thoughtful attention of a local coordinator to take advantage of all the features (including developing individualized, or edited templates, customized unlimited phishing emails and penetration attempts). Due to its high level of automation and member responsibility for making it all work via dashboards and menu-driven options, its per user cost tends to be lower than other services. KnowBe4's services, support,

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<sup>3</sup> These issues have been brought to their attention and will likely be addressed in future revisions.



# *Employee Cyber Hygiene Training Options*

*Prepared by the Bloustein Local Government Research Center*

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sales and technical support staff are available through its website. It also provides a free phishing test (up to 100 employees).

## **MediaPro**

[www.mediapro.com](http://www.mediapro.com)

Media Pro is a full-service application including assessment tools, phishing/attack simulations, education modules, collateral materials, and ongoing training. It provides a very flexible platform with a wide variety of training packages that permit a “build your own” approach of mixing and matching interactive animated and photo-realistic videos from a wide selection of topics. Its videos include interactive quizzes and tests. Its integrated phishing dashboard has templates, but permits users to edit them and/or provide their own email. It also provides a variety of editable landing pages (the page that comes up when a phish is clicked on) with reinforcing videos that can be modified for specific users. Additionally, it has pre-packaged bundles that simplify the process. It would permit a JIF-based individual to manage the process for all member employees or permit a member who has a coordinator to handle training for the member. From a business standpoint, its representatives appear to understand government procurement issues and will work with resellers to handle RFPs. Its platform appears easy to use and allows a great degree of customization. Pricing is variable, based on the number of users and the services selected. It also has supplemental collateral materials, some of which can be locally branded.

## **Wombat**

[www.wombatsecurity.com](http://www.wombatsecurity.com)

Wombat security is a full-service application including assessment tools, phishing/attack simulations, education modules, collateral materials, ongoing training and phishing ID software tools. Its videos run in 5-15 minutes modules, are interactive, and animated. It has various bundled packages, as well as the ability to customize packages. It has a phishing tool platform designed to send out emails. Pricing is variable; it can be purchased by the package or priced for individual modules; the more modules, the better the pricing. It also has an Outlook add-in if its phishing tools are used. It provides unlimited access to exercises. Its educational focus is on behavioral modification. Its pricing is a little different from the other companies; it charges extra if you want it to manage the process for you. It also provides a dedicated “customer success manager” who helps customize its platform and branding as part of its base service.



# *Employee Cyber Hygiene Training Options*

*Prepared by the Bloustein Local Government Research Center*

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## **Training Management Considerations**

Cyber hygiene training requires management time and attention in ways similar to, but may exceed, other employee training programs. Members need to address the typical aspects of training management, such as assigning activities to individual employees and tracking their compliance and progress. Furthermore, each form of cyber hygiene training requires different levels of management attention. For example, online services require enrollment of employees, usually done by providing the company a list of employee email addresses or providing employees a link for logging into the service. Most services provide a management dashboard that tracks participants' status and the results of testing.

If a JIF is going to administer the program, each member will need to assign an individual to work with a JIF program coordinator to ensure employee lists and participation are effectively managed. If members are going to administer their own program, the office or individual that usually coordinates employee training (often found in the human resources/personnel function) will need to add cyber hygiene to their portfolio. Whether tracking employee participation is managed centrally or in each department, internal management procedures must be established to ensure adequate recordkeeping and oversight.

The member's technology coordinator (by whatever title or function) should be engaged in decision-making for cyber hygiene training to ensure the risks presented to the member's employees are adequately addressed in the training program. Options include: selecting videos by subject matter or customizing the content of phishing emails. While the technology coordinator may not be an expert in employee training techniques, they have expertise in understanding the cyber threats presented to the organization. The coordinator should also be involved in reviewing the results of employee testing.

Finally, as in all risk threats, members should establish an incident review practice whenever a cyber incident takes place. Reviewing cyber incidents from a risk management perspective will highlight gaps in training or internal procedures that can lead management to make improvements in its activities and improve employee training. As in other areas of administration, if an employee is involved in multiple incidents, found to knowingly disregard training or other technology policies, or repeatedly fail the training, the member should employ progressive disciplinary actions in accordance with its disciplinary procedures in other areas.

**CITY OF NORTH WILDWOOD**  
Cape May County, New Jersey  
**RESOLUTION**

**AUTHORIZING THE SUBMISSION AND ACCEPTANCE OF NJDCA GRANT  
FOR FIRE DEPARTMENT TURNOUT GEAR**

**WHEREAS**, the City of North Wildwood desires to apply for and obtain from the New Jersey Department of Community Affairs a Grant in the amount of approximately \$75,000 for the purchase of turnout gear for the North Wildwood Fire Department.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the City of North Wildwood, County of Cape May, State of New Jersey:

1. That the City of North Wildwood does hereby authorize the application for such a grant.
2. That the City of North Wildwood recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the City of North Wildwood and the New Jersey Department of Community Affairs.

**BE IT FURTHER RESOLVED**, that the persons whose names, titles and signatures appear below are authorized to sign the application, and that they or their successors in said titles, are authorized to sign the agreement, and any other documents necessary in connection therewith:

Patrick T. Rosenello, Mayor

Nic Long, City Administrator

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

STATE OF NEW JERSEY

**COUNTY OF CAPE MAY**

I, W. Scott Jett, City Clerk of the City of North Wildwood, in the County of Cape May, State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a Resolution adopted by the Mayor and Council of the City of North Wildwood at a meeting duly held on the 19<sup>th</sup> day of July 2022.

Dated: July 19, 2022

Signed: \_\_\_\_\_  
W. Scott Jett, City Clerk

Approved: \_\_\_\_\_  
Patrick T. Rosenello, Mayor

	Aye	Nay	Abstain	Absent		Aye	Nay	Abstain	Absent
Tolomeo					Koehler				
Rullo					Bishop				
Kane					Zampirri				
Del Conte									

#

Batch Id: NPL Batch Type: C Batch Date: 07/19/22 Checking Account: CREST G/L Credit: Budget G/L Credit  
Generate Direct Deposit: N

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
22-00211	07/19/22 01/31/22	01446 ADVANCED VIDEO & SOUND LLC 1 City hall music	4,610.00 <u>4,610.00</u>	333 BLOSSOM CICLE 2-01-26-310-021 BLDGS & GRNDS - CONTR SVCS	Budget	Aprv	1	1
22-01495	07/19/22 07/01/22	01458 ATLANTIC TACTICAL 1 Double Handcuff TACO	69.95	3319 anvil place 2-01-25-240-032 POLICE - CLOTHING & UNIFORMS	Budget	Aprv	14	1
22-01621	07/19/22 07/13/22	1 Attachments for Vest	102.01 <u>171.96</u>	2-01-25-240-032 POLICE - CLOTHING & UNIFORMS	Budget	Aprv	79	1
22-01626	07/19/22 07/13/22	01479 AT&T MOBILITY 1 CITY CELL PHONES	2,036.49	PO BOX 6463 2-01-31-440-010 TELEPHONE COSTS	Budget	Aprv	86	1
22-01628	07/19/22 07/13/22	1 CITY CELL PHONES	757.86 <u>2,794.35</u>	2-01-31-440-010 TELEPHONE COSTS	Budget	Aprv	88	1
22-01627	07/19/22 07/13/22	01485 ADMINISTRATIVE ADVANTAGE 1 JUNE 2022 BILLING	708.83 <u>708.83</u>	PO BOX 13846 2-01-20-132-099 AMBULANCE BILLING COSTS	Budget	Aprv	87	1
22-01597	07/19/22 07/13/22	01964 AMERIFLEX 1 HRA & FSA JULY 2022	508.25 <u>508.25</u>	PO BOX 871655 2-01-23-220-096 INSURANCE CONSULTANT COMMISSION	Budget	Aprv	55	1
22-01631	07/19/22 07/13/22	01993 ADP LLC 1 TIME AND ATTENDANCE	218.95 <u>218.95</u>	PO BOX 842875 2-01-20-100-036 GEN ADM - OFFICE SUPPLIES	Budget	Aprv	91	1
22-01649	07/19/22 07/14/22	02324 BARBER CONSULTING SERVICES 1 MBEP SERVER/MBEP249 GOV	2,431.15	32 CENTRAL AVENUE 2-01-20-100-028 GEN ADM - PROF/ CONSULTANT	Budget	Aprv	105	1
22-01649	07/19/22 07/14/22	2 MBEP SERVER/MBEP249 GOV	2,431.14	2-01-20-130-028 FIN ADM - OTHER PROF/ CONSULT	Budget	Aprv	106	1
22-01650	07/19/22 07/14/22	1 MISCH OVERTIME AND ADD USERS	100.00	2-01-20-130-028 FIN ADM - OTHER PROF/ CONSULT	Budget	Aprv	107	1
22-01650	07/19/22 07/14/22	2 MISCH OVERTIME AND ADD USERS	200.00	2-01-25-265-036 FIRE - OFFICE SUPPLIES	Budget	Aprv	108	1
22-01650	07/19/22 07/14/22	3 MISCH OVERTIME AND ADD USERS	500.00	2-01-22-195-060 INSP OF CONSTR-COMPUTER MAINTENANCE	Budget	Aprv	109	1
22-01650	07/19/22 07/14/22	4 MISCH OVERTIME AND ADD USERS	2,104.99	2-01-25-240-026 POLICE - MAINT OF OTHER EQUIP	Budget	Aprv	110	1
22-01650	07/19/22 07/14/22	5 MISCH OVERTIME AND ADD USERS	460.00	2-01-20-100-028 GEN ADM - PROF/ CONSULTANT	Budget	Aprv	111	1

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
22-01650	07/14/22	6 MISCH OVERTIME AND ADD USERS	360.00	2-01-22-195-060	Budget	Aprv	112	1
			8,587.28	INSP OF CONSTR-COMPUTER MAINTENANCE				
	07/19/22	02719 Blaney, Donohue, Weinberg PC		2123 DUNE DRIVE, SUITE 11				
22-01644	07/14/22	1 Professional Services	1,551.50	2-01-20-155-027	Budget	Aprv	100	1
			1,551.50	LEGAL SERV-PROF SERVICES				
	07/19/22	03042 CARLSEN GROUP INC, THE		SHORESCAN SOLUTIONS				
22-01624	07/13/22	1 SHORESCAN MONTHLY	87.00	2-01-20-145-036	Budget	Aprv	81	1
				TAX COL- OFFICE SUPPL				
22-01624	07/13/22	2 SHORESCAN MONTHLY	87.00	2-01-20-120-036	Budget	Aprv	82	1
			174.00	MUN CLK - OFFICE SUPPLIES				
	07/19/22	03050 C.M.C.M.U.A.		1523 route 9 north				
22-01596	07/13/22	1 TIPPING & B&G	775.19	2-01-26-310-066	Budget	Aprv	53	1
				BLDGS & GRNDS LANDSCAPING				
22-01596	07/13/22	2 TIPPING & B&G	46,875.55	2-01-31-467-099	Budget	Aprv	54	1
			47,650.74	CMC TIPPING FEES				
	07/19/22	03159 COASTAL LANDSCAPING		102-D N, RAILROAD AVE				
22-01487	07/01/22	1 Spronkler Sys Repairs	250.00	2-01-26-310-021	Budget	Aprv	6	1
				BLDGS & GRNDS - CONTR SVCS				
22-01488	07/01/22	1 Healthy Lawn Program #2	125.03	2-01-26-310-021	Budget	Aprv	7	1
				BLDGS & GRNDS - CONTR SVCS				
22-01489	07/01/22	1 Install new drip irrigation	2,200.00	2-01-26-310-021	Budget	Aprv	8	1
			2,575.03	BLDGS & GRNDS - CONTR SVCS				
	07/19/22	03345 BRIAN CUNNIFF		204 WEST LAVENDER ROAD				
22-01613	07/13/22	1 SUMMER BBALL REFEREE - MENS	90.00	T-03-56-190-011	Budget	Aprv	77	1
			90.00	RECREATION CENTER				
	07/19/22	03370 CAROLYN COLLIER						
22-01575	07/12/22	1 YOGA INSTRUCTOR	35.00	T-03-56-190-011	Budget	Aprv	37	1
				RECREATION CENTER				
22-01575	07/12/22	2 YOGA FUSION INSTRUCTOR	35.00	T-03-56-190-011	Budget	Aprv	38	1
				RECREATION CENTER				
22-01575	07/12/22	3 GET FIT IN 40 INSTRUCTOR	35.00	T-03-56-190-011	Budget	Aprv	39	1
				RECREATION CENTER				
22-01575	07/12/22	4 CORE YOGA INSTRUCTOR	35.00	T-03-56-190-011	Budget	Aprv	40	1
				RECREATION CENTER				
22-01575	07/12/22	5 YOGA INSTRUCTOR	35.00	T-03-56-190-011	Budget	Aprv	41	1
				RECREATION CENTER				
22-01575	07/12/22	6 YOGA FUSION INSTRUCTOR	35.00	T-03-56-190-011	Budget	Aprv	42	1
				RECREATION CENTER				
22-01575	07/12/22	7 GET FIT IN 40 INSTRUCTOR	35.00	T-03-56-190-011	Budget	Aprv	43	1
				RECREATION CENTER				

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
22-01575	07/12/22	8 CORE YOGA INSTRUCTOR	35.00	T-03-56-190-011 RECREATION CENTER	Budget	Aprv	44	1
22-01575	07/12/22	9 YOGA INSTRUCTOR	35.00	T-03-56-190-011 RECREATION CENTER	Budget	Aprv	45	1
22-01575	07/12/22	10 YOGA FUSION INSTRUCTOR	35.00	T-03-56-190-011 RECREATION CENTER	Budget	Aprv	46	1
			<u>350.00</u>					
	07/19/22	03383 ATLANTIC CITY ELECTRIC		P.O.BOX 13610				
22-01645	07/14/22	1 ELECTRIC JUNE 2022 GROUND	15,514.89	2-01-31-430-010 ELECTRICITY COSTS	Budget	Aprv	101	1
22-01645	07/14/22	2 ELECTRIC JUNE 2022 STREETS	1,991.66	2-01-31-435-010 STREET LIGHTING COSTS	Budget	Aprv	102	1
22-01645	07/14/22	3 ELECTRIC JUNE 2022 GENERAL	15,514.89	2-01-31-435-010 STREET LIGHTING COSTS	Budget	Aprv	103	1
			<u>33,021.44</u>					
	07/19/22	039021 CIVIL SERVICE COMMISSION		OFFICE OF ADM & TRAINING				
22-01637	07/14/22	1 CAMPS Training	400.00	2-01-20-100-042 GEN ADM-EDUCATION AND TRAINING	Budget	Aprv	98	1
			<u>400.00</u>					
	07/19/22	05011 EDMUNDS & ASSOCIATES		301 A TILTON ROAD				
22-01630	07/13/22	1 BULK BLANDS	1,050.00	2-01-20-145-036 TAX COL- OFFICE SUPPL	Budget	Aprv	90	1
			<u>1,050.00</u>					
	07/19/22	05743 ENTERPRISE FM TRUST		PO BOX 800089				
22-01633	07/14/22	1 LEASE PAYMENTS	14,264.73	2-01-26-315-025 FLEET MAINT - LEASE PAYMENTS	Budget	Aprv	95	1
			<u>14,264.73</u>					
	07/19/22	06159 FEDERAL RENT-A-FENCE, INC		P.O. BOX 266				
22-01598	07/13/22	1 FENCING FOR BBQ	825.55	2-01-26-310-058 Buildings&Grounds Other Equip/Supplies	Budget	Aprv	56	1
			<u>825.55</u>					
	07/19/22	07046 GENERAL CODE ,LLC		po box 772512				
22-01606	07/13/22	1 SUPPLEMENT 76	4,875.55	2-01-20-120-105 MUN CLK - CODIF. OF ORDS	Budget	Aprv	73	1
			<u>4,875.55</u>					
	07/19/22	07242 GLOCK INC		PO BOX 1254				
22-01602	07/13/22	1 Firing Pin Springs	30.00	2-01-25-240-058 POLICE-OTHER EQUIP & SUPPLIES	Budget	Aprv	69	1
			<u>30.00</u>					
	07/19/22	07313 GUARDIAN TRACKING,LLC		PO BOX 2291				
22-01502	07/01/22	1 Contract Renewal	3,126.45	2-01-25-240-029 POLICE-CONTRACTUAL SERVICES	Budget	Aprv	18	1
			<u>3,126.45</u>					

Check No.	Check Date	Vendor # Name	Payment Amt	Street 1 of Address to be printed on Check	Charge Account	Account Type	Status	Seq	Acct
PO #	Enc Date	Item Description		Description					
22-01608	07/19/22	07317 GREAT AMERICAN FINANCIAL SERV		PO BOX 660831					
	07/13/22	1 POSTAGE MACHINE LEASE	243.00	2-01-20-120-022	Budget	Aprv	74	1	
			<u>243.00</u>	MUN CLK - POSTAGE					
22-01170	07/19/22	07963 GRASSY SOUNDS MARINA OPERATION		13 OLD NORTH WILDWOOD BLVD					
	05/31/22	2 NWFD Boat Fuel	497.40	2-01-31-460-010	Budget	Aprv	2	1	
			<u>497.40</u>	GASOLINE COSTS					
22-01501	07/19/22	09057 IACP		MEMBERSHIP					
	07/01/22	1 Conference	425.00	2-01-25-240-041	Budget	Aprv	17	1	
			<u>425.00</u>	POLICE - CONFERENCES AND MTGS					
22-01639	07/19/22	10077 JOYCEMEDIA		41 PARK DRIVE					
	07/14/22	1 Web Hosting Package	1,033.35	2-01-20-100-028	Budget	Aprv	99	1	
			<u>1,033.35</u>	GEN ADM - PROF/ CONSULTANT					
22-01635	07/19/22	10205 J.BYRNE AGENCY		5200 NEW JERSEY AVENUE					
	07/14/22	1 Anglesea Fire Flood Policy	3,036.00	2-01-23-210-093	Budget	Aprv	96	1	
			<u>3,036.00</u>	INSURANCE-FLOOD/ ACCIDENT					
22-01538	07/19/22	11048 K.O. SPORTS		2001 E. MOYAMENSING AVE					
	07/08/22	1 MENS LEAGUE JERSEYS	1,344.00	T-03-56-190-011	Budget	Aprv	24	1	
				RECREATION CENTER					
22-01538	07/08/22	2 MENS LEAGUE JERSEYS 2X	14.00	T-03-56-190-011	Budget	Aprv	25	1	
				RECREATION CENTER					
22-01538	07/08/22	3 MENS LEAGUE JERSEYS-NEW SCREEN	50.00	T-03-56-190-011	Budget	Aprv	26	1	
				RECREATION CENTER					
22-01538	07/08/22	4 AOH LEAGUE JERSEYS	1,020.00	T-03-56-190-011	Budget	Aprv	27	1	
				RECREATION CENTER					
22-01538	07/08/22	5 AOH LEAGUE - SCREENS	50.00	T-03-56-190-011	Budget	Aprv	28	1	
				RECREATION CENTER					
22-01538	07/08/22	6 ELKS LEAGUE - SCREENS	25.00	T-03-56-190-011	Budget	Aprv	29	1	
				RECREATION CENTER					
22-01538	07/08/22	7 ELKS LEAGUE - JERSEYS	1,020.00	T-03-56-190-011	Budget	Aprv	30	1	
				RECREATION CENTER					
22-01538	07/08/22	8 HIGH SCHOOL LEAGUE - JERSEYS	816.00	T-03-56-190-011	Budget	Aprv	31	1	
				RECREATION CENTER					
22-01538	07/08/22	9 HIGH SCHOOL LEAGUE - SCREENS	50.00	T-03-56-190-011	Budget	Aprv	32	1	
				RECREATION CENTER					
22-01538	07/08/22	10 MRSA LEAGUE - SCREENS	50.00	T-03-56-190-011	Budget	Aprv	33	1	
				RECREATION CENTER					
22-01538	07/08/22	11 MRSA LEAGUE - JERSEYS	816.00	T-03-56-190-011	Budget	Aprv	34	1	
			<u>5,255.00</u>	RECREATION CENTER					
22-01578	07/19/22	11321 KYION FLANDERS		PO BOX 362					
	07/12/22	1 BUCKETS BBALL CAMP COACH	340.00	T-03-56-190-011	Budget	Aprv	49	1	

Check No.	Check Date	Vendor # Name	Payment Amt	Street 1 of Address to be printed on Check	Charge Account	Account Type	Status	Seq	Acct
PO #	Enc Date	Item Description		Description					
			340.00	RECREATION CENTER					
22-01605	07/13/22	1 ENVELOPES	393.12	5914 NEW JERSEY AVENUE		Budget	Aprv	71	1
				MUN CLK - OFFICE SUPPLIES					
22-01605	07/13/22	2 LETTERHEAD	229.76	2-01-20-120-036		Budget	Aprv	72	1
				MUN CLK - OFFICE SUPPLIES					
			622.88						
22-01506	07/05/22	1 VOL. STIPEND- MAY 22	76.00	407 e 10th ave		Budget	Aprv	19	1
				2-01-25-265-095					
			76.00	Fire- Volunteer stipends					
22-01581	07/12/22	1 SUMMER LEAGUE BBALL REF - MENS	90.00	1111 COUNTY BERRY COURT		Budget	Aprv	52	1
				T-03-56-190-011					
			90.00	RECREATION CENTER					
22-01535	07/08/22	1 2ND QUARTER FEES	6,970.00	DIV. OF CODES & STANDARDS		Budget	Aprv	22	1
				T-03-56-150-011					
			6,970.00	UCC-THIRD PARTY					
22-01599	07/13/22	1 JUNE 2022	2,216.14	P.O. BOX 981073		Budget	Aprv	57	1
				2-01-31-440-010					
			2,216.14	TELEPHONE COSTS					
22-01279	06/10/22	1 Contract Renewal	2,956.80	20400 OBSERVATION DR		Budget	Aprv	3	1
				2-01-25-240-029					
			2,956.80	POLICE-CONTRACTUAL SERVICES					
22-01580	07/12/22	1 SUMMER BBALL LEAGUE REF - MENS	90.00	106 A EAST 23RD AVENUE		Budget	Aprv	51	1
				T-03-56-190-011					
			90.00	RECREATION CENTER					
22-01648	07/14/22	1 SURVEY BEACH SPRING 2022	28,111.92	ATTN:BURSAR'S OFFICE		Budget	Aprv	104	1
				C-04-55-863-010					
			28,111.92	ORD 1863- BUILDINGS, GROUNDS, BEACH					
22-01492	07/01/22	1 Training	495.00	102 RYDERS LANE		Budget	Aprv	11	1
				2-01-25-240-042					
			495.00	POLICE - EDUCATION & TRAINING					
22-01490	07/01/22	1 REFUND - BUCKETS BBALL CAMP	175.00	141 MERCY STREET		Budget	Aprv	9	1
				T-03-56-190-011					

Check No.	Check Date	Vendor #	Name	Payment Amt	Street 1 of Address to be printed on Check	Charge Account	Account Type	Status	Seq	Acct
PO #	Enc Date	Item	Description		Description					
				175.00	RECREATION CENTER					
22-01536	07/19/22	1900061	KELLY RAHILL		305 FOYCROFT DRIVE					
	07/08/22	1	SUMMER BBALL LEAGUE - REFUND	40.00	T-03-56-190-011	Budget	Aprv	23	1	
				40.00	RECREATION CENTER					
22-01491	07/19/22	1900062	MEGAN HAWK		112 ANGLESEA DRIVE					
	07/01/22	1	REFUND - BUCKETS BBALL CAMP	175.00	T-03-56-190-011	Budget	Aprv	10	1	
				175.00	RECREATION CENTER					
22-01499	07/19/22	1900063	LISA GREGORICH		5252 WESTBROOK DRIVE					
	07/01/22	1	REFUND- BUCKETS BBALL CAMP	175.00	T-03-56-190-011	Budget	Aprv	16	1	
				175.00	RECREATION CENTER					
22-01577	07/19/22	190052	DANIELLE STERBA		103 FAIRFAX ROAD					
	07/12/22	1	BUCKETS BBALL CAMP REFUND	175.00	T-03-56-190-011	Budget	Aprv	47	1	
					RECREATION CENTER					
22-01577	07/12/22	2	SOCCER CAMP REFUND	250.00	T-03-56-190-011	Budget	Aprv	48	1	
				425.00	RECREATION CENTER					
22-01579	07/19/22	190053	JANICE MAZZONI		858 FERN ROAD					
	07/12/22	1	BUCKETS BBALL CAMP REFUND	350.00	T-03-56-190-011	Budget	Aprv	50	1	
				350.00	RECREATION CENTER					
22-01610	07/19/22	190054	JACKIE POOLER		1233 EAST MOYAMENSING AVENUE					
	07/13/22	1	BUCKETS BBALL CAMP REFUND	175.00	T-03-56-190-011	Budget	Aprv	75	1	
					RECREATION CENTER					
22-01610	07/13/22	2	SUMMER BBALL LEAGUE REFUND	40.00	T-03-56-190-011	Budget	Aprv	76	1	
				215.00	RECREATION CENTER					
22-01494	07/19/22	19059	SEASHORE SIGN		20-b S MAIN STREET					
	07/01/22	1	Bike Lettering	80.00	2-01-25-240-026	Budget	Aprv	13	1	
				80.00	POLICE - MAINT OF OTHER EQUIP					
22-01601	07/19/22	19216	SOUTH JERSEY GAS CO		P.O. BOX 6091					
	07/13/22	1	2118040000	42.59	2-01-31-446-010	Budget	Aprv	58	1	
					NATURAL GAS COSTS					
22-01601	07/13/22	2	3478040000	7.41	2-01-31-446-010	Budget	Aprv	59	1	
					NATURAL GAS COSTS					
22-01601	07/13/22	3	3899040000	40.76	2-01-31-446-010	Budget	Aprv	60	1	
					NATURAL GAS COSTS					
22-01601	07/13/22	4	438040000	66.16	2-01-31-446-010	Budget	Aprv	61	1	
					NATURAL GAS COSTS					
22-01601	07/13/22	5	9379040000	157.19	2-01-31-446-010	Budget	Aprv	62	1	

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22-01601	07/13/22	6 4630140000	37.05	NATURAL GAS COSTS 2-01-31-446-010	Budget	Aprv	63	1
22-01601	07/13/22	7 1920140000	75.07	NATURAL GAS COSTS 2-01-31-446-010	Budget	Aprv	64	1
22-01601	07/13/22	8 1340140000	70.26	NATURAL GAS COSTS 2-01-31-446-010	Budget	Aprv	65	1
22-01601	07/13/22	9 2951140000	79.00	NATURAL GAS COSTS 2-01-31-446-010	Budget	Aprv	66	1
22-01601	07/13/22	10 413904000	118.21	NATURAL GAS COSTS 2-01-31-446-010	Budget	Aprv	67	1
22-01601	07/14/22	11 7823140000	45.71	NATURAL GAS COSTS 2-01-31-446-010	Budget	Aprv	68	1
			<u>739.41</u>	NATURAL GAS COSTS				
07/19/22 19335 STATE TOXICOLOGY LABORATORY				DIVISION OF CRIMINAL JUSTICE				
22-01546	07/11/22	1 Tests	700.00	2-01-25-240-093	Budget	Aprv	35	1
			<u>700.00</u>	POLICE - MEDICAL EXPENSES				
07/19/22 19445 THE SUN BY THE SEA				PO BOX 2101				
22-01616	07/13/22	1 JULY-AUGUST ISSUE	700.00	T-03-56-190-011	Budget	Aprv	78	1
22-01636	07/14/22	1 Business Cards - Long	50.00	2-01-20-100-036	Budget	Aprv	97	1
			<u>750.00</u>	GEN ADM - OFFICE SUPPLIES				
07/19/22 19578 SONITROL SECURITY OF DE VALLEY				802 FIRST STATE BLVD				
22-01496	07/01/22	1 Service Maintenance	1,301.22	2-01-25-240-029	Budget	Aprv	15	1
			<u>1,301.22</u>	POLICE-CONTRACTUAL SERVICES				
07/19/22 20047 TREE SURGEON 89 LLC				27 west hereford ave				
22-01486	07/01/22	1 Tree Service 20th & Central	666.41	2-01-26-310-021	Budget	Aprv	5	1
			<u>666.41</u>	BLDGS & GRNDS - CONTR SVCS				
07/19/22 20250 TAYLOR OIL COMPANY				P.O. BOX 974				
22-01632	07/13/22	1 NO LEAD GAS	2,995.23	2-01-31-460-010	Budget	Aprv	92	1
22-01632	07/13/22	2 NO LEAD GAS	7,793.73	GASOLINE COSTS 2-01-31-460-010	Budget	Aprv	93	1
22-01632	07/13/22	3 NO LEAD GAS	2,857.61	GASOLINE COSTS 2-01-31-460-010	Budget	Aprv	94	1
			<u>13,646.57</u>	GASOLINE COSTS				
07/19/22 20273 TRINITY CODE INSPECTIONS LLC				735 SHUNPIKE ROAD				
22-01534	07/08/22	1 JUNE 2023 ELECTRIC	4,055.00	T-03-56-150-011	Budget	Aprv	20	1
22-01534	07/08/22	2 JUNE 2023 PLUMBING	11,250.00	UCC-THIRD PARTY T-03-56-150-011	Budget	Aprv	21	1
			<u>15,305.00</u>	UCC-THIRD PARTY				

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	07/19/22	22039 VECTOR SECURITY		PO BOX 89462				
22-01622	07/13/22	1 SERVICE - MONITORING	872.68	2-01-28-370-026	Budget	Aprv	80	1
			872.68	REC CNTR- MAINT OF OTHER EQUIP				
	07/19/22	23001 WEST PAYMENT CENTER		P.O. BOX 6292				
22-01603	07/13/22	1 WEST ONLINE	204.53	2-01-20-120-033	Budget	Aprv	70	1
			204.53	MUN CLK - BOOKS AND PUB				
	07/19/22	23225 WB MASON CO INC		P.O. BOX 981101				
22-01625	07/13/22	1 WATER COOLERS	1.90	2-01-20-130-036	Budget	Aprv	83	1
				FIN ADM - OFFICE SUPPLIES				
22-01625	07/13/22	2 WATER COOLERS	4.75	2-01-20-130-036	Budget	Aprv	84	1
				FIN ADM - OFFICE SUPPLIES				
22-01625	07/13/22	3 WATER COOLERS	0.95	2-01-20-130-036	Budget	Aprv	85	1
			7.60	FIN ADM - OFFICE SUPPLIES				
	07/19/22	23281 CHRISTOPHER J.WINTER SR.		7 MONARCH STREET				
22-01493	07/01/22	1 Accreditation Services	450.00	2-01-25-240-029	Budget	Aprv	12	1
			450.00	POLICE-CONTRACTUAL SERVICES				
	07/19/22	24005 XEROX CORPORATION		po box 827598				
22-01629	07/13/22	1 CITY COPIER SERVICE	1,484.48	2-01-25-240-026	Budget	Aprv	89	1
			1,484.48	POLICE - MAINT OF OTHER EQUIP				
	07/19/22	29363 HARBOR AWNINGS		2 SOLAR WAT				
22-01450	06/27/22	1 Lou Booth Canopy 2022	3,168.00	T-03-56-200-011	Budget	Aprv	4	1
			3,168.00	TOURIST DEVELOPMENT COMMISSION				
	07/19/22	30011 MATTHEW K KOCHER		15105 INA DR				
22-01573	07/12/22	1 SOCCER CANP TRAINER	504.00	T-03-56-190-011	Budget	Aprv	36	1
			504.00	RECREATION CENTER				
	07/19/22	02188 BANK OF AMERICA		P.O. BOX 15731				
22-01652	06/16/22	1 101608524 - Subscription Renew	1,500.00	2-01-26-290-025	Budget	Aprv	113	1
				PUB WKS-MAINT OF VEHICLES UNDER 1 TON				
22-01653	06/21/22	1 GIFT CARDS FOR MISS NORTH WILD	100.00	T-03-56-200-011	Budget	Aprv	114	1
				TOURIST DEVELOPMENT COMMISSION				
22-01653	06/22/22	2 GIFT CARDS FOR PICKLEBALL INST	150.00	T-03-56-190-011	Budget	Aprv	115	1
				RECREATION CENTER				
22-01654	06/09/22	1 S4337352.02 - Repair Kit	40.74	2-01-26-290-055	Budget	Aprv	116	1
				PUB WKS-PLBING/AC/HTG EQUIP				
22-01654	06/13/22	2 S4337375.002 - Repair Kit	162.97	2-01-26-290-055	Budget	Aprv	117	1
				PUB WKS-PLBING/AC/HTG EQUIP				
22-01654	06/20/22	3 S4344188.002 - Kit	72.40	2-01-26-290-055	Budget	Aprv	118	1

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22-01655	05/31/22	1 111-9432222 LEATHER RADIO HOLD	559.86	PUB WKS-PLBING/AC/HTG EQUIP 2-01-25-265-056	Budget	Aprv	119	1
22-01655	06/02/22	2 111-2699971-6093 GATE LATCHES	60.95	FIRE - FIRE & SAFETY EQUIPMENT 2-01-28-370-058	Budget	Aprv	120	1
22-01655	06/05/22	3 Phone Cases	89.98	REC CTR-OTHER EQUIP & SUPPLIES 2-01-20-100-036	Budget	Aprv	121	1
22-01655	06/05/22	4 Supplies	80.70	GEN ADM - OFFICE SUPPLIES 2-01-25-240-036	Budget	Aprv	122	1
22-01655	06/06/22	5 Storage Box for Quad	197.81	POLICE - OFFICE SUPPLIES 2-01-25-240-036	Budget	Aprv	123	1
22-01655	06/07/22	6 AMAZON OFFICE SUPPLIES	9.99	POLICE - OFFICE SUPPLIES 2-01-20-145-036	Budget	Aprv	124	1
22-01655	06/07/22	7 AMAZON OFFICE SUPPLIES	15.81	TAX COL- OFFICE SUPPL 2-01-20-145-036	Budget	Aprv	125	1
22-01655	06/08/22	8 Screen door push bar	94.72	TAX COL- OFFICE SUPPL 2-01-26-310-058	Budget	Aprv	126	1
22-01655	06/08/22	9 Bike Helmet	30.98	Buildings&Grounds Other Equip/Supplies 2-01-25-240-036	Budget	Aprv	127	1
22-01655	06/12/22	10 111-9512860-8540255 EQUIPMENT	66.79	POLICE - OFFICE SUPPLIES 2-01-28-370-065	Budget	Aprv	128	1
22-01655	06/10/22	11 111-0482345-1847450 SPORTS BAL	18.99	REC CTR - REC PROGRAM EQUIP & supplies 2-01-28-370-065	Budget	Aprv	129	1
22-01655	06/14/22	12 shirts	54.98	REC CTR - REC PROGRAM EQUIP & supplies 2-01-25-240-036	Budget	Aprv	130	1
22-01655	06/15/22	13 Office Supplies	91.97	POLICE - OFFICE SUPPLIES 2-01-20-120-036	Budget	Aprv	131	1
22-01655	06/15/22	14 Storage Boxes for Quads	386.76	MUN CLK - OFFICE SUPPLIES 2-01-25-240-036	Budget	Aprv	132	1
22-01655	06/16/22	15 OEM Replacement Belt Toro	233.91	POLICE - OFFICE SUPPLIES 2-01-26-310-058	Budget	Aprv	133	1
22-01655	06/17/22	16 whistles	29.98	Buildings&Grounds Other Equip/Supplies 2-01-25-240-036	Budget	Aprv	134	1
22-01655	06/16/22	17 Supplies	19.97	POLICE - OFFICE SUPPLIES 2-01-25-240-036	Budget	Aprv	135	1
22-01655	06/23/22	18 1113570333 RESCUE TUBE	76.99	POLICE - OFFICE SUPPLIES 2-01-25-265-056	Budget	Aprv	136	1
22-01655	06/25/22	19 Phone Case	41.98	FIRE - FIRE & SAFETY EQUIPMENT 2-01-20-100-036	Budget	Aprv	137	1
22-01655	06/26/22	20 1115551097 HDMI SPLITTER	20.10	GEN ADM - OFFICE SUPPLIES 2-01-25-265-024	Budget	Aprv	138	1
22-01655	06/25/22	21 Supplies	96.29	FIRE - MAINT & REPAIRS 2-01-25-240-036	Budget	Aprv	139	1
22-01655	06/25/22	22 Locking connector 50amp	563.80	POLICE - OFFICE SUPPLIES 2-01-26-310-058	Budget	Aprv	140	1
22-01655	06/26/22	23 1115551097 100 FT CABLE , POWE	126.27	Buildings&Grounds Other Equip/Supplies 2-01-25-265-024	Budget	Aprv	141	1
22-01655	06/28/22	24 Liftmaster gate opener	105.90	FIRE - MAINT & REPAIRS 2-01-26-310-058	Budget	Aprv	142	1
22-01655	06/28/22	25 Gloves	203.20	Buildings&Grounds Other Equip/Supplies 2-01-25-240-036	Budget	Aprv	143	1
22-01655	06/29/22	26 Chair lift cylinder pneumatic	179.94	POLICE - OFFICE SUPPLIES 2-01-26-310-058	Budget	Aprv	144	1

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22-01655	06/03/22	27 113-9233020-8877800 A FRAME BO	256.85	Buildings&Grounds Other Equip/Supplies T-03-56-190-011 RECREATION CENTER	Budget	Aprv	145	1
22-01656	06/16/22	1 318702 - Fluid - Flush	656.74	2-01-26-290-027 PUB WKS MAINT CITY FLEET UNDER 1 TON	Budget	Aprv	146	1
22-01656	06/16/22	2 318320 - Repair	1,154.73	2-01-26-290-027 PUB WKS MAINT CITY FLEET UNDER 1 TON	Budget	Aprv	147	1
22-01657	06/01/22	1 Electrical supplies for Rec.	49.60	2-01-26-310-054 BLDGS & GRNDS-ELEC LTG/EQUIP	Budget	Aprv	148	1
22-01657	06/06/22	2 Bulbs for City Hall Elevator	32.36	2-01-26-310-054 BLDGS & GRNDS-ELEC LTG/EQUIP	Budget	Aprv	149	1
22-01657	06/07/22	3 Supplies for 15th St Fire Hous	120.45	2-01-26-310-054 BLDGS & GRNDS-ELEC LTG/EQUIP	Budget	Aprv	150	1
22-01657	06/09/22	4 Supplies for festival	80.44	2-01-26-310-054 BLDGS & GRNDS-ELEC LTG/EQUIP	Budget	Aprv	151	1
22-01657	06/09/22	5 Supplies for festival	20.00	2-01-26-310-054 BLDGS & GRNDS-ELEC LTG/EQUIP	Budget	Aprv	152	1
22-01657	06/15/22	6 electric supplies for upcoming	40.22	2-01-26-310-054 BLDGS & GRNDS-ELEC LTG/EQUIP	Budget	Aprv	153	1
22-01657	06/20/22	7 Supplies NWPD	72.70	2-01-26-310-054 BLDGS & GRNDS-ELEC LTG/EQUIP	Budget	Aprv	154	1
22-01657	06/23/22	8 Elec. supplies NWPD	60.50	2-01-26-310-054 BLDGS & GRNDS-ELEC LTG/EQUIP	Budget	Aprv	155	1
22-01657	06/24/22	9 Supplies for NWPD	84.36	2-01-26-310-054 BLDGS & GRNDS-ELEC LTG/EQUIP	Budget	Aprv	156	1
22-01657	06/28/22	10 Elec supplies NWPD	290.80	2-01-26-310-054 BLDGS & GRNDS-ELEC LTG/EQUIP	Budget	Aprv	157	1
22-01658	06/23/22	1 750993-00 - Parts	12,245.96	2-01-26-290-026 PUB WKS-MAINT OF EQUIPT OVER 1 TON	Budget	Aprv	158	1
22-01659	06/09/22	1 BATTERIES	10.49	2-01-28-370-026 REC CNTR- MAINT OF OTHER EQUIP	Budget	Aprv	159	1
22-01660	06/09/22	1 Split Rail and posts	3,162.21	2-01-26-310-058 Buildings&Grounds Other Equip/Supplies	Budget	Aprv	160	1
22-01660	06/16/22	2 Fencing for beach	3,162.21	2-01-26-310-058 Buildings&Grounds Other Equip/Supplies	Budget	Aprv	161	1
22-01661	06/22/22	1 M2680 ALESANDRINI ROPE GLOVES	38.00	2-01-25-265-032 FIRE - CLOTHING & UNIFORMS	Budget	Aprv	162	1
22-01662	06/27/22	1 KEYS, FASTENERS AND SNIPS	24.63	2-01-28-370-026 REC CNTR- MAINT OF OTHER EQUIP	Budget	Aprv	163	1
22-01663	06/15/22	1 1825756-1825760 - Parts	600.01	2-01-26-290-026 PUB WKS-MAINT OF EQUIPT OVER 1 TON	Budget	Aprv	164	1
22-01664	05/31/22	1 ESO-78494 JUNE MONTHLY FEE	111.00	2-01-25-265-036 FIRE - OFFICE SUPPLIES	Budget	Aprv	165	1
22-01664	06/27/22	2 ESO-80759 JULY MONTHLY FEE	111.00	2-01-25-265-036 FIRE - OFFICE SUPPLIES	Budget	Aprv	166	1
22-01665	06/06/22	1 S03136 JUNE BASE FEE	157.59	2-01-25-265-094 FIRE - MEDICAL SUPPLIES	Budget	Aprv	167	1
22-01666	06/15/22	1 33858-34126 - Stumps & Tree Pa	414.05	2-01-26-290-058 PUB WKS - OTHER EQUIP & SUPPL	Budget	Aprv	168	1
22-01667	06/08/22	1 Proclamation Frames	4.13	2-01-20-100-036 GEN ADM - OFFICE SUPPLIES	Budget	Aprv	169	1
22-01668	06/15/22	1 Balance - Monthly	49.84	2-01-26-290-027	Budget	Aprv	170	1

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22-01668	06/15/22	2 Bal Monthly	10.79	PUB WKS MAINT CITY FLEET UNDER 1 TON 2-01-26-290-027	Budget	Aprv	171	1
22-01668	06/23/22	3 80019 - Wire A	64.80	PUB WKS MAINT CITY FLEET UNDER 1 TON 2-01-26-290-025	Budget	Aprv	172	1
22-01668	06/23/22	4 148599-148598 Starters	631.60	PUB WKS-MAINT OF VEHICLES UNDER 1 TON 2-01-26-290-027	Budget	Aprv	173	1
22-01669	06/15/22	1 9293180080-9293881604 - Seals	84.38	PUB WKS MAINT CITY FLEET UNDER 1 TON 2-01-26-290-038	Budget	Aprv	174	1
22-01670	06/17/22	1 Herald Legal Ads	2,307.91	PUB WKS-GEN HDWR & MINOR TOOLS 2-01-20-120-021	Budget	Aprv	175	1
22-01671	05/31/22	1 Supplies for City Hall	40.96	MUN CLK- LEGAL ADVERTISING 2-01-26-310-054	Budget	Aprv	176	1
22-01671	06/02/22	2 09439776022 WOOD FOR BURN ROO	692.00	BLDGS & GRNDS-ELEC LTG/EQUIP 2-01-25-265-042	Budget	Aprv	177	1
22-01671	06/05/22	3 41895 - Supplies	60.47	FIRE DEPT - EDUCATION 2-01-26-290-055	Budget	Aprv	178	1
22-01671	06/06/22	4 0949778382 WOOD FOR BURN ROOM	228.06	PUB WKS-PLBING/AC/HTG EQUIP 2-01-25-265-042	Budget	Aprv	179	1
22-01671	06/06/22	5 PAINT AND MAINTENANCE SUPPLIES	270.31	FIRE DEPT - EDUCATION 2-01-28-380-058	Budget	Aprv	180	1
22-01671	06/06/22	6 Supplies for Lighthouse repair	48.46	LFGDS - OTHER EQUIP & SUPPLIES 2-01-26-310-058	Budget	Aprv	181	1
22-01671	06/07/22	7 0943000180040 RETURN EXTRA WOO	164.98-	Buildings&Grounds Other Equip/Supplies 2-01-25-265-042	Budget	Aprv	182	1
22-01671	06/08/22	8 54658 - Supplies	76.48	FIRE DEPT - EDUCATION 2-01-26-290-038	Budget	Aprv	183	1
22-01671	06/13/22	9 13535 - Supplies	112.89	PUB WKS-GEN HDWR & MINOR TOOLS 2-01-26-290-038	Budget	Aprv	184	1
22-01671	06/14/22	10 23735 - Supplies	119.48	PUB WKS-GEN HDWR & MINOR TOOLS 2-01-26-290-038	Budget	Aprv	185	1
22-01671	06/17/22	11 89654 - Plywood	64.88	PUB WKS-GEN HDWR & MINOR TOOLS 2-01-26-290-058	Budget	Aprv	186	1
22-01671	06/18/22	12 34617 - Nails & Bolts	78.71	PUB WKS - OTHER EQUIP & SUPPL 2-01-26-290-096	Budget	Aprv	187	1
22-01671	06/20/22	13 cccc	86.32	PUB WKS - STREET SIGNS 2-01-26-290-038	Budget	Aprv	188	1
22-01671	06/23/22	14 48666 - Cleaner	34.99	PUB WKS-GEN HDWR & MINOR TOOLS 2-01-26-290-055	Budget	Aprv	189	1
22-01671	06/27/22	15 09436144380 SPRAY PAINT FOR T	12.96	PUB WKS-PLBING/AC/HTG EQUIP 2-01-25-265-026	Budget	Aprv	190	1
22-01671	06/28/22	16 2022 regular spending	29.91	FIRE - EQUIPMENT MAINT 2-01-25-265-036	Budget	Aprv	191	1
22-01672	06/05/22	1 020804 - Supplies	93.18	FIRE - OFFICE SUPPLIES 2-01-26-290-038	Budget	Aprv	192	1
22-01673	06/23/22	1 354157 - Degreaser	360.71	PUB WKS-GEN HDWR & MINOR TOOLS 2-01-26-290-030	Budget	Aprv	193	1
22-01674	06/02/22	1 office supplies	77.99	PUB WKS CHEMICALS AND GASES 2-01-20-120-036	Budget	Aprv	194	1
22-01675	06/23/22	1 27085 - 12 volt 12 Tooth	490.00	MUN CLK - OFFICE SUPPLIES 2-01-26-290-027	Budget	Aprv	195	1
22-01676	06/08/22	1 10053 TANK TOPS FOR CHEER CLIN	495.00	PUB WKS MAINT CITY FLEET UNDER 1 TON T-03-56-190-011	Budget	Aprv	196	1

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22-01676	06/09/22	2 10054 TANK TOP FOR CHEER CLINI	15.00	RECREATION CENTER T-03-56-190-011	Budget	Aprv	197	1
22-01676	06/21/22	3 10064 TOWELS FOR MISS NORTH WI	300.00	RECREATION CENTER T-03-56-200-011	Budget	Aprv	198	1
22-01677	06/15/22	1 121731 - GJ5Z	375.17	TOURIST DEVELOPMENT COMMISSION 2-01-26-290-027	Budget	Aprv	199	1
22-01678	06/09/22	1 38709 BASKETBALLS	960.00	PUB WKS MAINT CITY FLEET UNDER 1 TON T-03-56-190-011	Budget	Aprv	200	1
22-01679	06/09/22	1 40450 STAFF UNIFORMS	797.00	RECREATION CENTER 2-01-28-380-043	Budget	Aprv	201	1
22-01679	06/22/22	2 40379 SWEATS	2,978.00	LIFEGUARDS - UNIFORMS 2-01-28-380-043	Budget	Aprv	202	1
22-01679	06/22/22	3 40413 SHORTS	282.50	LIFEGUARDS - UNIFORMS 2-01-28-380-043	Budget	Aprv	203	1
22-01680	06/02/22	1 SM-59788 ANNUITY CONTRACT BILL	1,575.00	LIFEGUARDS - UNIFORMS 2-01-25-265-094	Budget	Aprv	204	1
22-01681	06/15/22	1 19-98402 - Tires	1,331.18	FIRE - MEDICAL SUPPLIES 2-01-26-290-026	Budget	Aprv	205	1
22-01681	06/23/22	2 19-98641 - tires	900.00	PUB WKS-MAINT OF EQUIPT OVER 1 TON 2-01-26-290-025	Budget	Aprv	206	1
22-01682	06/08/22	1 SASH, TIARA, TROPHIES FOR MISS	150.66	PUB WKS-MAINT OF VEHICLES UNDER 1 TON T-03-56-200-011	Budget	Aprv	207	1
22-01683	06/08/22	1 NJRPA Membership Renewal	225.00	TOURIST DEVELOPMENT COMMISSION 2-01-28-370-044	Budget	Aprv	208	1
22-01684	06/01/22	1 Safety supplies B&G Dept.	324.26	REC CTR-PROF ASSOC DUES 2-01-26-310-056	Budget	Aprv	209	1
22-01684	06/01/22	2 Safety Supplies for B&G	46.08	BLDGS & GRNDS-SAFETY EQUIP 2-01-26-310-058	Budget	Aprv	210	1
22-01685	06/24/22	1 EZ Pass	100.00	Buildings&Grounds Other Equip/Supplies 2-01-25-240-036	Budget	Aprv	211	1
22-01686	06/07/22	1 00031915 JANITORIAL ITEMS	82.71	POLICE - OFFICE SUPPLIES 2-01-28-370-035	Budget	Aprv	212	1
22-01686	06/08/22	2 00031933 - Supplies	966.03	REC CTR - JANITORIAL SUPPLIES 2-01-26-290-052	Budget	Aprv	213	1
22-01686	06/18/22	3 00032507 - Supplies	545.57	PUB WKS-JANITORIAL EQUIP 2-01-26-290-052	Budget	Aprv	214	1
22-01687	06/29/22	1 30447 TUNE UP FOR JET SKI	224.40	PUB WKS-JANITORIAL EQUIP 2-01-28-380-058	Budget	Aprv	215	1
22-01687	06/29/22	2 30894 TUNE UP FOR JET SKI	307.41	LFGDS - OTHER EQUIP & SUPPLIES 2-01-28-380-058	Budget	Aprv	216	1
22-01687	06/29/22	3 30411 TUNE UP FOR YAMAHA	224.40	LFGDS - OTHER EQUIP & SUPPLIES 2-01-28-380-058	Budget	Aprv	217	1
22-01687	06/29/22	4 100498973 PRIOR PAYMENT (CREDI	6.64	LFGDS - OTHER EQUIP & SUPPLIES 2-01-28-380-058	Budget	Aprv	218	1
22-01688	05/31/22	1 Supplies for B&G Dept.	116.24	LFGDS - OTHER EQUIP & SUPPLIES 2-01-26-310-058	Budget	Aprv	219	1
22-01688	05/31/22	2 Supplies for B&G Dept.	31.85	Buildings&Grounds Other Equip/Supplies 2-01-26-310-058	Budget	Aprv	220	1
22-01688	06/28/22	3 24v coil B&G	18.96	Buildings&Grounds Other Equip/Supplies 2-01-26-310-058	Budget	Aprv	221	1
22-01689	06/15/22	1 Paper Towels	170.97	Buildings&Grounds Other Equip/Supplies 2-01-25-240-036	Budget	Aprv	222	1

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
22-01690	06/21/22	1 438638 FIRST AID SUPPLIES	100.27	POLICE - OFFICE SUPPLIES 2-01-28-380-096	Budget	Aprv	223	1
22-01690	06/27/22	2 435038,435804,436372,437597,43	1,315.33	LIFEGUARDS -FIRST AID SUPPLIES 2-01-25-265-094	Budget	Aprv	224	1
22-01691	06/01/22	1 01645262 OXYGEN CYLINDER RENT	44.95	FIRE - MEDICAL SUPPLIES 2-01-25-265-094	Budget	Aprv	225	1
22-01691	06/15/22	2 01645894 - Rentals	178.25	FIRE - MEDICAL SUPPLIES 2-01-26-290-030	Budget	Aprv	226	1
22-01692	06/03/22	1 SMELTZER AND SONS Snow fencing	4,957.72	PUB WKS CHEMICALS AND GASES 2-01-26-310-058	Budget	Aprv	227	1
22-01692	06/24/22	2 Snow fencing	1,679.76	Buildings&Grounds Other Equip/Supplies 2-01-26-310-058	Budget	Aprv	228	1
22-01693	06/15/22	1 76788-76638-76770-76615 - Unif	2,200.00	Buildings&Grounds Other Equip/Supplies 2-01-26-290-043	Budget	Aprv	229	1
22-01693	06/23/22	2 76752 - Uniform allowance	548.71	PUB WKS - UNIFORM ALLOWANCE 2-01-26-290-043	Budget	Aprv	230	1
22-01694	06/04/22	1 Office Supplies	38.11	PUB WKS - UNIFORM ALLOWANCE 2-01-25-240-036	Budget	Aprv	231	1
22-01694	06/15/22	2 Supplies	147.10	POLICE - OFFICE SUPPLIES 2-01-25-240-036	Budget	Aprv	232	1
22-01694	06/18/22	3 7359153160-000001 TONER	86.99	POLICE - OFFICE SUPPLIES 2-01-28-380-036	Budget	Aprv	233	1
22-01694	06/25/22	4 Calculator	79.99	LIFEGDS - OFFICE SUPPLIES 2-01-25-240-036	Budget	Aprv	234	1
22-01694	06/25/22	5 Printer Ink	121.57	POLICE - OFFICE SUPPLIES 2-01-25-240-036	Budget	Aprv	235	1
22-01694	06/29/22	6 Ink	89.97	POLICE - OFFICE SUPPLIES 2-01-25-240-036	Budget	Aprv	236	1
22-01695	06/21/22	1 PRIZES FOR 4TH OF JULY PARADE	180.00	POLICE - OFFICE SUPPLIES T-03-56-190-011	Budget	Aprv	237	1
22-01696	06/08/22	1 NWSC Prizes - Equipment	35.98	RECREATION CENTER T-03-56-190-011	Budget	Aprv	238	1
22-01696	06/09/22	2 SEI SOCCER.COM - Purchase NWSC	129.98	RECREATION CENTER T-03-56-190-011	Budget	Aprv	239	1
22-01696	06/14/22	3 NWSC Prizes - Equipment	64.76	RECREATION CENTER T-03-56-190-011	Budget	Aprv	240	1
22-01696	06/22/22	4 NWSC Prizes - Equipment	918.32	RECREATION CENTER T-03-56-190-011	Budget	Aprv	241	1
22-01696	06/25/22	5 NWSC Prizes - Equipment	12.36	RECREATION CENTER T-03-56-190-011	Budget	Aprv	242	1
22-01696	06/24/22	6 NWSC Prizes - Equipment	420.07	RECREATION CENTER T-03-56-190-011	Budget	Aprv	243	1
22-01697	05/31/22	1 RRR-15147 - Trash & Recycle La	29.74	RECREATION CENTER G-02-40-100-230	Budget	Aprv	244	1
22-01698	06/21/22	1 FG Ubolit	41.96	2021 Clean Communities 2-01-26-310-058	Budget	Aprv	245	1
22-01698	06/28/22	2 Supplies for B&G	85.98	Buildings&Grounds Other Equip/Supplies 2-01-26-310-058	Budget	Aprv	246	1
22-01699	06/02/22	1 desc here	84.00	Buildings&Grounds Other Equip/Supplies 2-01-20-100-036	Budget	Aprv	247	1
22-01699	06/02/22	2 background	28.00	GEN ADM - OFFICE SUPPLIES 2-01-20-100-036	Budget	Aprv	248	1

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
22-01699	06/02/22	3 desc here	28.00	GEN ADM - OFFICE SUPPLIES 2-01-20-100-036	Budget	Aprv	249	1
22-01699	06/02/22	4 desc here	534.00	GEN ADM - OFFICE SUPPLIES 2-01-20-100-036	Budget	Aprv	250	1
22-01699	06/03/22	5 desc here	28.00	GEN ADM - OFFICE SUPPLIES 2-01-20-100-036	Budget	Aprv	251	1
22-01699	06/03/22	6 desc here	84.00	GEN ADM - OFFICE SUPPLIES 2-01-20-100-036	Budget	Aprv	252	1
22-01699	06/03/22	7 desc here	28.00	GEN ADM - OFFICE SUPPLIES 2-01-20-100-036	Budget	Aprv	253	1
22-01700	06/23/22	1 USCG AUXILIARY BOATING SAFETY	250.00	GEN ADM - OFFICE SUPPLIES 2-01-28-380-042	Budget	Aprv	254	1
22-01701	06/03/22	1 Mailing a Letter	8.70	LIFEGDS - EDUCATION & TRAINING 2-01-25-240-036	Budget	Aprv	255	1
22-01701	06/27/22	2 955 - Return Postage	12.90	POLICE - OFFICE SUPPLIES 2-01-26-290-036	Budget	Aprv	256	1
22-01702	06/14/22	1 150138219 LOCKERS FOR LADIES	573.86	PUB WKS - OFFICE SUPPLIES 2-01-28-380-058	Budget	Aprv	257	1
22-01703	06/13/22	1 Delivering a Package	14.40	LFGDS - OTHER EQUIP & SUPPLIES 2-01-25-240-036	Budget	Aprv	258	1
22-01704	06/03/22	1 Clearinghouse Requirement	25.00	POLICE - OFFICE SUPPLIES 2-01-20-100-036	Budget	Aprv	259	1
22-01705	06/22/22	1 Business Cards	124.49	GEN ADM - OFFICE SUPPLIES 2-01-25-240-036	Budget	Aprv	260	1
22-01706	06/01/22	1 322715 - Oil Filter	1.54	POLICE - OFFICE SUPPLIES 2-01-26-290-025	Budget	Aprv	261	1
22-01706	06/01/22	2 322771 - Rotellat1	21.62	PUB WKS-MAINT OF VEHICLES UNDER 1 TON 2-01-26-290-025	Budget	Aprv	262	1
22-01706	06/02/22	3 322797 - Fuel Oil Mix	38.08	PUB WKS-MAINT OF VEHICLES UNDER 1 TON 2-01-26-290-025	Budget	Aprv	263	1
22-01706	06/02/22	4 322801 - wheel weights	37.26	PUB WKS-MAINT OF VEHICLES UNDER 1 TON 2-01-26-290-025	Budget	Aprv	264	1
22-01706	06/02/22	5 32287 - Filter	21.41	PUB WKS-MAINT OF VEHICLES UNDER 1 TON 2-01-26-290-025	Budget	Aprv	265	1
22-01706	06/02/22	6 322813 - Filter - Credit	21.41	PUB WKS-MAINT OF VEHICLES UNDER 1 TON 2-01-26-290-025	Budget	Aprv	266	1
22-01706	06/03/22	7 322867 - wheel weight	29.98	PUB WKS-MAINT OF VEHICLES UNDER 1 TON 2-01-26-290-025	Budget	Aprv	267	1
22-01706	06/06/22	8 323060 - Spark Plug wire Sets	382.28	PUB WKS-MAINT OF VEHICLES UNDER 1 TON 2-01-26-290-025	Budget	Aprv	268	1
22-01706	06/08/22	9 323244 - Drum Brake Adjust Kit	123.35	PUB WKS-MAINT OF VEHICLES UNDER 1 TON 2-01-26-290-026	Budget	Aprv	269	1
22-01706	06/08/22	10 323246 - Coolant Temp Sensor	27.00	PUB WKS-MAINT OF EQUIPT OVER 1 TON 2-01-26-290-027	Budget	Aprv	270	1
22-01706	06/09/22	11 323334 - Connector & filters	31.14	PUB WKS MAINT CITY FLEET UNDER 1 TON 2-01-26-290-025	Budget	Aprv	271	1
22-01706	06/10/22	12 323398 - Spark Plug	13.08	PUB WKS-MAINT OF VEHICLES UNDER 1 TON 2-01-26-290-025	Budget	Aprv	272	1
22-01706	06/11/22	13 323493 - Solenoid	52.94	PUB WKS-MAINT OF VEHICLES UNDER 1 TON 2-01-26-290-027	Budget	Aprv	273	1
22-01706	06/13/22	14 323571 - Aviation Grease	471.10	PUB WKS MAINT CITY FLEET UNDER 1 TON 2-01-26-290-026	Budget	Aprv	274	1

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
22-01706	06/13/22	15 323577 - Air Filter	32.62	PUB WKS-MAINT OF EQUIPT OVER 1 TON 2-01-26-290-026	Budget	Aprv	275	1
22-01706	06/13/22	16 323573 - Connectors & Capsules	42.33	PUB WKS-MAINT OF EQUIPT OVER 1 TON 2-01-26-290-025	Budget	Aprv	276	1
22-01706	06/14/22	17 323653 - Core Deposits - Credi	98.00-	PUB WKS-MAINT OF VEHICLES UNDER 1 TON 2-01-26-290-025	Budget	Aprv	277	1
22-01706	06/14/22	18 323632 - Solenoid	26.03	PUB WKS-MAINT OF VEHICLES UNDER 1 TON 2-01-26-290-025	Budget	Aprv	278	1
22-01706	06/15/22	19 323713 - Air Filter	39.14	PUB WKS-MAINT OF VEHICLES UNDER 1 TON 2-01-26-290-025	Budget	Aprv	279	1
22-01706	06/16/22	20 323798 Spark Plug	19.62	PUB WKS-MAINT OF VEHICLES UNDER 1 TON 2-01-26-290-025	Budget	Aprv	280	1
22-01706	06/18/22	21 323945 - Solder Pellets	21.00	PUB WKS-MAINT OF VEHICLES UNDER 1 TON 2-01-26-290-027	Budget	Aprv	281	1
22-01706	06/17/22	22 323884 - Battery Cables	247.72	PUB WKS MAINT CITY FLEET UNDER 1 TON 2-01-26-290-026	Budget	Aprv	282	1
22-01706	06/21/22	23 324131 - Therm Housing	119.32	PUB WKS-MAINT OF EQUIPT OVER 1 TON 2-01-26-290-026	Budget	Aprv	283	1
22-01706	06/22/22	24 324202 - Battery Cables & Lugs	131.69	PUB WKS-MAINT OF EQUIPT OVER 1 TON 2-01-26-290-025	Budget	Aprv	284	1
22-01706	06/23/22	25 324332 - Sensor	51.96	PUB WKS-MAINT OF VEHICLES UNDER 1 TON 2-01-26-290-027	Budget	Aprv	285	1
22-01706	06/23/22	26 324310 - Belt Idler Pulley	64.77	PUB WKS MAINT CITY FLEET UNDER 1 TON 2-01-26-290-026	Budget	Aprv	286	1
22-01706	06/23/22	27 324297 - Oil Stabilizers	85.16	PUB WKS-MAINT OF EQUIPT OVER 1 TON 2-01-26-290-025	Budget	Aprv	287	1
22-01706	06/23/22	28 324313 - Spark Plug et & Ignit	187.64	PUB WKS-MAINT OF VEHICLES UNDER 1 TON 2-01-26-290-026	Budget	Aprv	288	1
22-01706	06/23/22	29 324299 - Antifreeze Reservoir	20.34	PUB WKS-MAINT OF EQUIPT OVER 1 TON 2-01-26-290-025	Budget	Aprv	289	1
22-01706	06/24/22	30 324350 - Shoes - Rotor - Hardw	319.08	PUB WKS-MAINT OF VEHICLES UNDER 1 TON 2-01-26-290-025	Budget	Aprv	290	1
22-01706	06/27/22	31 324490 - Spark Plug & Ignition	135.66	PUB WKS-MAINT OF VEHICLES UNDER 1 TON 2-01-26-290-025	Budget	Aprv	291	1
22-01706	06/27/22	32 324495 - Gasket Set	40.70	PUB WKS-MAINT OF VEHICLES UNDER 1 TON 2-01-26-290-025	Budget	Aprv	292	1
22-01706	06/28/22	33 324608 - Core Deposit - Wty Ba	151.20	PUB WKS-MAINT OF VEHICLES UNDER 1 TON 2-01-26-290-025	Budget	Aprv	293	1
22-01706	06/28/22	34 324556 - Core Deposit - Credit	81.00-	PUB WKS-MAINT OF VEHICLES UNDER 1 TON 2-01-26-290-025	Budget	Aprv	294	1
22-01707	06/22/22	1 ITEMS FOR JR. LIFEGUARD PROGRA	93.54	T-03-56-190-014	Budget	Aprv	295	1
22-01708	05/31/22	1 Cooler Rental	4.75	REC TRUST-JUNIOR LIFEGUARDS	Budget	Aprv	296	1
22-01708	06/01/22	2 Office Supplies	129.68	POLICE - OFFICE SUPPLIES	Budget	Aprv	297	1
22-01708	06/02/22	3 water for B&G	44.70	BLDGS & GRNDS- OFFICE SUPPL	Budget	Aprv	298	1
22-01708	06/03/22	4 water	53.64	Buildings&Grounds Other Equip/Supplies	Budget	Aprv	299	1
22-01708	06/09/22	5 Office Supplies	91.92	POLICE - OFFICE SUPPLIES	Budget	Aprv	300	1

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
22-01708	06/15/22	6 Water	95.76	MUN CT - OFFICE SUPPLIES 2-01-20-100-036	Budget	Aprv	301	1
22-01708	06/16/22	7 WB Mason Co - Purchase	164.73	GEN ADM - OFFICE SUPPLIES 2-01-20-120-036	Budget	Aprv	302	1
22-01708	06/20/22	8 Water	26.82	MUN CLK - OFFICE SUPPLIES 2-01-20-100-036	Budget	Aprv	303	1
22-01708	06/23/22	9 desc here	496.01	GEN ADM - OFFICE SUPPLIES 2-01-20-150-028	Budget	Aprv	304	1
22-01708	06/24/22	10 Coffee	98.10	ASMT OF TX - OTHER PROF/CONS 2-01-20-100-036	Budget	Aprv	305	1
22-01708	06/27/22	11 WB Mason Office Supplies	47.97	GEN ADM - OFFICE SUPPLIES 2-01-20-145-036	Budget	Aprv	306	1
22-01708	06/29/22	12 Water	71.52	TAX COL- OFFICE SUPPL 2-01-25-240-036	Budget	Aprv	307	1
22-01708	06/28/22	13 Amazon Refund	41.78	POLICE - OFFICE SUPPLIES T-03-56-195-011	Budget	Aprv	308	1
22-01709	06/01/22	1 S0414304 TOWELS	89.81	HEREFORD LIGHTHOUSE TRUST 2-01-28-370-035	Budget	Aprv	309	1
22-01710	06/15/22	1 0179710 - Rain Jackets	500.00	REC CTR - JANITORIAL SUPPLIES 2-01-26-290-058	Budget	Aprv	310	1
22-01710	06/15/22	2 179848 - Rain Jackets	250.00	PUB WKS - OTHER EQUIP & SUPPL 2-01-26-290-058	Budget	Aprv	311	1
22-01711	06/18/22	1 Zoom Monthly	29.98	PUB WKS - OTHER EQUIP & SUPPL 2-01-20-100-053	Budget	Aprv	312	1
22-01712	06/29/22	1 S027284805 - Pet Waste Bags	689.25	GEN ADM - OFFICE EQUIPMENT 2-01-26-290-052	Budget	Aprv	313	1
22-01713	06/27/22	1 Spotify USA - Purchase	17.01	PUB WKS-JANITORIAL EQUIP 2-01-25-240-036	Budget	Aprv	314	1
22-01714	06/22/22	1 ITEMS FOR JR. LIFEGUARD PROGRA	15.99	POLICE - OFFICE SUPPLIES T-03-56-190-014	Budget	Aprv	315	1
22-01715	06/16/22	1 64441 - Parts	862.68	REC TRUST-JUNIOR LIFEGUARDS 2-01-26-290-025	Budget	Aprv	316	1
22-01716	06/07/22	1 Supplies for B&G	1,904.21	PUB WKS-MAINT OF VEHICLES UNDER 1 TON 2-01-26-310-058	Budget	Aprv	317	1
22-01717	06/10/22	1 desc here	10.00	Buildings&Grounds Other Equip/Supplies 2-01-21-185-042	Budget	Aprv	318	1
22-01718	06/10/22	1 00839-309054 windshied for 202	911.63	PLANNING & ZONING-EDUCATION & TRAINING 2-01-26-290-027	Budget	Aprv	319	1
22-01719	06/21/22	1 HQ-277290 BACKSTAYS FOR SOCCER	505.00	PUB WKS MAINT CITY FLEET UNDER 1 TON T-03-56-190-011	Budget	Aprv	320	1
22-01720	06/23/22	1 Nwil - CDL	15,500.00	RECREATION CENTER 2-01-26-290-042	Budget	Aprv	321	1
22-01721	06/01/22	1 2967 - CDL Lunch	60.00	PUB WKS-EDUCATION & TRAINING 2-01-26-290-058	Budget	Aprv	322	1
			88,446.62	PUB WKS - OTHER EQUIP & SUPPL				

checks:	<u>Count</u> 60	<u>Line Items</u> 322	<u>Amount</u> 309,924.62
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There are NO errors or warnings in this listing.

Check No.		Check Date	Vendor #	Name	Payment Amt	Street 1 of Address to be printed on Check		Charge Account	Account Type	Status	Seq	Acct
PO #	Enc Date	Item	Description			Description						

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	2-01	242,663.71	0.00	0.00	242,663.71
	C-04	28,111.92	0.00	0.00	28,111.92
	G-02	29.74-	0.00	0.00	29.74-
	T-03	39,178.73	0.00	0.00	39,178.73
Total of All Funds:		<u>309,924.62</u>	<u>0.00</u>	<u>0.00</u>	<u>309,924.62</u>

G/L Posting Summary

Account	Description	Debits	Credits
2-01-101-01-100-011	CASH-CURRENT FUND	512.03	243,175.74
2-01-201-20-000-000	CURRENT YEAR APPROPRIATIONS	<u>243,175.74</u>	<u>512.03</u>
	Totals for Fund 2-01 :	<u>243,687.77</u>	<u>243,687.77</u>
2-02-101-01-000-000	DUE FROM CURRENT	29.74	0.00
2-02-213-40-700-230	2021 Clean Communities	<u>0.00</u>	<u>29.74</u>
	Totals for Fund 2-02 :	<u>29.74</u>	<u>29.74</u>
2-03-101-01-000-009	CASH - UCC -THIRD PARTY	0.00	22,275.00
2-03-101-01-000-024	CASH - RECREATION CTR TRUST FD	0.00	13,117.32
2-03-101-01-000-026	CASH - HEREFORD LIGHTHOUSE FD	41.78	0.00
2-03-101-01-000-027	CASH-RECREATION TRUST-JR LIFEGUARDS	0.00	109.53
2-03-101-01-000-028	CASH - TOURIST DEV COMMISSION	0.00	3,718.66
2-03-286-56-854-802	RES FOR UCC - THIRD PARTY	22,275.00	0.00
2-03-286-56-862-801	RESERVE FOR RECREATION CTR	13,117.32	0.00
2-03-286-56-863-801	RESERVE FOR HEREFORD LIGHTHSE	0.00	41.78
2-03-286-56-863-804	RESERVE FOR RECREATION-JR LIFEGUARDS	109.53	0.00
2-03-286-56-864-801	RESERVE FOR TOURIST DEVLPMT	<u>3,718.66</u>	<u>0.00</u>
	Totals for Fund 2-03 :	<u>39,262.29</u>	<u>39,262.29</u>
2-04-101-01-000-000	CASH-CAPITAL FUND	0.00	28,111.92
2-04-215-55-900-000	IMPROVEMENT AUTHORIZATIONS	<u>28,111.92</u>	<u>0.00</u>
	Totals for Fund 2-04 :	<u>28,111.92</u>	<u>28,111.92</u>
	Grand Total:	<u>311,091.72</u>	<u>311,091.72</u>

Batch Id: NPL 2 Batch Type: C Batch Date: 07/19/22 Checking Account: CREST G/L Credit: Budget G/L Credit  
Generate Direct Deposit: Y

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
Dir Dep	07/19/22	01445 ACTION UNIFORM CO.		3164 FIRE RD				
22-01497	07/01/22	1 Uniforms	1,512.00	2-01-25-240-032 POLICE - CLOTHING & UNIFORMS	Budget	Aprv	5	1
22-01539	07/08/22	1 Equipment	1,120.00	2-01-25-240-032 POLICE - CLOTHING & UNIFORMS	Budget	Aprv	26	1
22-01542	07/08/22	1 Name Strips	297.00	2-01-25-240-032 POLICE - CLOTHING & UNIFORMS	Budget	Aprv	28	1
22-01620	07/13/22	1 Polo's	790.00	2-01-25-240-032 POLICE - CLOTHING & UNIFORMS	Budget	Aprv	82	1
			<u>3,719.00</u>					
Dir Dep	07/19/22	01480 ANDREW HACKETT		64 halbe ln w				
22-01564	07/11/22	1 VOL STIPEND -JUNE 2022	50.00	2-01-25-265-095 Fire- Volunteer stipends	Budget	Aprv	38	1
			<u>50.00</u>					
Dir Dep	07/19/22	01968 ANTHONY STEFANELLI		505 E 12 AVE				
22-01513	07/05/22	1 VOL. STIPEND- MAY 22	413.00	2-01-25-265-095 Fire- Volunteer stipends	Budget	Aprv	16	1
22-01591	07/12/22	1 VOL STIPEND -JUNE 2022	400.00	2-01-25-265-095 Fire- Volunteer stipends	Budget	Aprv	67	1
			<u>813.00</u>					
Dir Dep	07/19/22	02293 MICHAEL J BROWN SR		100 SEABREEZE CT				
22-01559	07/11/22	1 VOL STIPEND -JUNE 2022	200.00	2-01-25-265-095 Fire- Volunteer stipends	Budget	Aprv	33	1
			<u>200.00</u>					
Dir Dep	07/19/22	02407 BRIAN M ONUSKANYCH		1700 CENTRAL AVE				
22-01511	07/05/22	1 VOL. STIPEND- MAY 22	100.00	2-01-25-265-095 Fire- Volunteer stipends	Budget	Aprv	14	1
			<u>100.00</u>					
Dir Dep	07/19/22	02667 BARBARA GEVAUDAN		2105 TIDEWATER AVE				
22-01570	07/12/22	1 LINE DANCING INSTRUCTOR	35.00	T-03-56-190-011 RECREATION CENTER	Budget	Aprv	42	1
22-01570	07/12/22	2 LINE DANCING INSTRUCTOR	35.00	T-03-56-190-011 RECREATION CENTER	Budget	Aprv	43	1
22-01570	07/12/22	3 LINE DANCING INSTRUCTOR	35.00	T-03-56-190-011 RECREATION CENTER	Budget	Aprv	44	1
22-01570	07/12/22	4 LINE DANCING INSTRUCTOR	35.00	T-03-56-190-011 RECREATION CENTER	Budget	Aprv	45	1
22-01570	07/12/22	5 LINE DANCING INSTRUCTOR	35.00	T-03-56-190-011 RECREATION CENTER	Budget	Aprv	46	1
22-01570	07/12/22	6 LINE DANCING INSTRUCTOR	35.00	T-03-56-190-011 RECREATION CENTER	Budget	Aprv	47	1
			<u>210.00</u>					
Dir Dep	07/19/22	03413 CHRIS ALTOMARI		407 E 22ND AVE UNIT 200				

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
22-01557	07/11/22	1 VOL STIPEND -JUNE 2022	50.00 50.00	2-01-25-265-095 Fire- Volunteer stipends	Budget	Aprv	31	1
Dir Dep 22-01485	07/19/22 07/01/22	03441 CME ASSOCIATES 1 AFFORDABLE HOUSING PLANNER	84.00 84.00	1460 ROUTE SOUTH 9 2-01-20-100-028 GEN ADM - PROF/ CONSULTANT	Budget	Aprv	4	1
Dir Dep 22-01643	07/19/22 07/14/22	03721 CULLEN AND DYKMAN LLP 1 Dispute Re Shore Protection	265.00 265.00	100 QUENTIN ROOSEVELT BLVVD 2-01-20-155-027 LEGAL SERV-PROF SERVICES	Budget	Aprv	86	1
Dir Dep 22-01619	07/19/22 07/13/22	04395 DANIEL O'CONNELL 1 SUMMER BBALL REFEREE - HS	160.00 160.00	187 MAURICE BLVD T-03-56-190-011 RECREATION CENTER	Budget	Aprv	81	1
Dir Dep 22-01561	07/19/22 07/11/22	04506 ROBERT DAVIS 1 VOL STIPEND -JUNE 2022	400.00 400.00	100 CENTRAL AVENUE 2-01-25-265-095 Fire- Volunteer stipends	Budget	Aprv	35	1
Dir Dep 22-01516	07/19/22 07/05/22	04532 ZACHARY DEVOE 1 VOL. STIPEND- MAY 22	689.00	620 W PINE AVENUE , APT 14 2-01-25-265-095 Fire- Volunteer stipends	Budget	Aprv	19	1
22-01594	07/12/22	1 VOL STIPEND -JUNE 2022	208.00 897.00	2-01-25-265-095 Fire- Volunteer stipends	Budget	Aprv	70	1
Dir Dep 22-01646	07/19/22 07/14/22	06733 FOLEY CAT 1 RENTAL	4,856.00 4,856.00	2975 GALLOWAY RD C-04-55-863-010 ORD 1863- BUILDINGS, GROUNDS, BEACH	Budget	Aprv	87	1
Dir Dep 22-01510	07/19/22 07/05/22	06961 FRANCIS G NOLAN 1 VOL. STIPEND- MAY 22	50.00	510 MULBERRY AVE 2-01-25-265-095 Fire- Volunteer stipends	Budget	Aprv	13	1
22-01590	07/12/22	1 VOL STIPEND -JUNE 2022	400.00 450.00	2-01-25-265-095 Fire- Volunteer stipends	Budget	Aprv	66	1
Dir Dep 22-01563	07/19/22 07/11/22	06994 DOUGLAS B FORD 1 VOL STIPEND -JUNE 2022	400.00 400.00	509 W ANDREW AVE 2-01-25-265-095 Fire- Volunteer stipends	Budget	Aprv	37	1
Dir Dep 22-01582	07/19/22 07/12/22	08082 KERRY HALL 1 SUMMER BBALL LEAGUE REF - 6-8	175.00	509 W. MULBERRY AVENUE T-03-56-190-011 RECREATION CENTER	Budget	Aprv	57	1
22-01582	07/12/22	2 SUMMER BBALL LEAGUE REF - 6-8	175.00	T-03-56-190-011	Budget	Aprv	58	1

Check No.	Check Date	Vendor #	Name	Payment Amt	Street 1 of Address to be printed on Check	Charge Account	Account Type	Status	Seq	Acct
PO #	Enc Date	Item	Description		Description					
				350.00	RECREATION CENTER					
Dir Dep	07/19/22	08766	herbert porter		115 TEAL RD					
22-01512	07/05/22	1	VOL. STIPEND- MAY 22	126.00	2-01-25-265-095	Budget	Aprv	15	1	
				126.00	Fire- Volunteer stipends					
Dir Dep	07/19/22	10005	James A Munda		528 E 6th Ave, Unit 2nd Fl					
22-01515	07/05/22	1	VOL. STIPEND- MAY 22	900.00	2-01-25-265-095	Budget	Aprv	18	1	
					Fire- Volunteer stipends					
22-01593	07/12/22	1	VOL STIPEND -JUNE 2022	450.00	2-01-25-265-095	Budget	Aprv	69	1	
				1,350.00	Fire- Volunteer stipends					
Dir Dep	07/19/22	10431	JESSICA DONAHUE		116 E HEATHER RD					
22-01571	07/12/22	1	SUNSET YOGA INSTRUCTOR	35.00	T-03-56-190-011	Budget	Aprv	48	1	
					RECREATION CENTER					
22-01571	07/12/22	2	SUNSET YOGA INSTRUCTOR	35.00	T-03-56-190-011	Budget	Aprv	49	1	
					RECREATION CENTER					
22-01571	07/12/22	3	CARDIO FIT INSTRUCTOR	35.00	T-03-56-190-011	Budget	Aprv	50	1	
					RECREATION CENTER					
22-01571	07/12/22	4	SUNSET YOGA INSTRUCTOR	35.00	T-03-56-190-011	Budget	Aprv	51	1	
					RECREATION CENTER					
22-01571	07/12/22	5	CARDIO FIT INSTRUCTOR	35.00	T-03-56-190-011	Budget	Aprv	52	1	
				175.00	RECREATION CENTER					
Dir Dep	07/19/22	10816	JOHN AUGUSTINO		107 E 8TH AVE					
22-01503	07/05/22	1	VOL. STIPEND- MAY 22	400.00	2-01-25-265-095	Budget	Aprv	7	1	
				400.00	Fire- Volunteer stipends					
Dir Dep	07/19/22	12032	DAVID LINDSAY		Volunteer Stipends					
22-01566	07/11/22	1	VOL STIPEND -JUNE 2022	150.00	2-01-25-265-095	Budget	Aprv	40	1	
				150.00	Fire- Volunteer stipends					
Dir Dep	07/19/22	12433	LORI RYAN		650 STREAM RIDGE LANE					
22-01609	07/13/22	1	SUMMER BBALL REFEREE - HS	160.00	T-03-56-190-011	Budget	Aprv	72	1	
					RECREATION CENTER					
22-01609	07/13/22	2	SUMMER BBALL REFEREE - 6TH-8TH	175.00	T-03-56-190-011	Budget	Aprv	73	1	
				335.00	RECREATION CENTER					
Dir Dep	07/19/22	12486	LESLIE CLINE		1801 NEW YORK AVE					
22-01560	07/11/22	1	VOL STIPEND -JUNE 2022	400.00	2-01-25-265-095	Budget	Aprv	34	1	
				400.00	Fire- Volunteer stipends					
Dir Dep	07/19/22	13001	ADAM MC GRAW							
22-01541	07/08/22	1	Parking/Lunch Reimbursement	40.00	2-01-25-240-042	Budget	Aprv	27	1	

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CITY OF NORTH WILDWOOD  
Check Payment Batch Verification Listing

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Check No.	Check Date	Vendor #	Name	Payment Amt	Street 1 of Address to be printed on Check	Charge Account	Account Type	Status	Seq	Acct
PO #	Enc Date	Item	Description		Description					
				40.00	POLICE - EDUCATION & TRAINING					
Dir Dep	07/19/22	13348	MICHELE BARBARO		546 KESSEL AVE					
22-01572	07/12/22	1	YOGA INSTRUCTOR	35.00	T-03-56-190-011	Budget	Aprv	53	1	
					RECREATION CENTER					
22-01572	07/12/22	2	YOGA INSTRUCTOR	35.00	T-03-56-190-011	Budget	Aprv	54	1	
				70.00	RECREATION CENTER					
Dir Dep	07/19/22	13497	MARIANNA PAPAZOGLU		1708 NEW YORK AVE					
22-01569	07/12/22	1	BUCKETS BBALL CAMP TRAINER	475.00	T-03-56-190-011	Budget	Aprv	41	1	
				475.00	RECREATION CENTER					
Dir Dep	07/19/22	13631	MATTHEW J MCCRORY JR		305 E 8TH AVE					
22-01587	07/12/22	1	VOL STIPEND -JUNE 2022	400.00	2-01-25-265-095	Budget	Aprv	63	1	
				400.00	Fire- Volunteer stipends					
Dir Dep	07/19/22	13934	JOHN P MCCORMICK JR		6 carter braxton building					
22-01612	07/13/22	1	SUMMER BBALL REF - 3RD-5TH GR.	150.00	T-03-56-190-011	Budget	Aprv	77	1	
					RECREATION CENTER					
22-01612	07/13/22	2	SUMMER BBALL REF - 3RD-5TH GR.	150.00	T-03-56-190-011	Budget	Aprv	78	1	
					RECREATION CENTER					
22-01612	07/13/22	3	SUMMER BBALL REF - 3RD-5TH GR.	150.00	T-03-56-190-011	Budget	Aprv	79	1	
				450.00	RECREATION CENTER					
Dir Dep	07/19/22	14306	NORTON LIFE LOCK,INC		60 E RIO SALADO PKWY					
22-01634	07/14/22	1	Service Fee	67.35	2-01-20-100-036	Budget	Aprv	83	1	
				67.35	GEN ADM - OFFICE SUPPLIES					
Dir Dep	07/19/22	14392	NEHMAD DAVIS & GOLDSTIEN PC		4030 OCEAN HEIGHTS AVE					
22-01638	07/14/22	1	Pilleggi, Sperduto, Cassidy	662.50	2-01-20-155-027	Budget	Aprv	84	1	
				662.50	LEGAL SERV-PROF SERVICES					
Dir Dep	07/19/22	15066	STEVE RANSOM							
22-01498	07/01/22	1	Lunch Reimbursement	75.46	2-01-25-240-042	Budget	Aprv	6	1	
				75.46	POLICE - EDUCATION & TRAINING					
Dir Dep	07/19/22	15245	ONE CALL CONCEPTS, INC		7223 PARKWAY DRIVE					
22-01517	07/05/22	1	Locates	112.97	2-01-26-290-058	Budget	Aprv	20	1	
					PUB WKS - OTHER EQUIP & SUPPL					
22-01517	07/05/22	2	Voice Tickets	12.50	2-01-26-290-058	Budget	Aprv	21	1	
				125.47	PUB WKS - OTHER EQUIP & SUPPL					
Dir Dep	07/19/22	16214	PINELANDS CONSTRUCTION LLC		300 77TH STREET					

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Street 1 of Address to be printed on Check Charge Account Description	Account Type	Status	Seq	Acct
22-01533	07/08/22	1 JUNE 2022 TRASH COLLECTING	73,303.67	2-01-32-465-099 GARBAGE COLLECTION COSTS	Budget	Aprv	24	1
22-01533	07/08/22	2 JUNE 2022 TRASH COLLECTING	9,225.00	2-01-32-465-099 GARBAGE COLLECTION COSTS	Budget	Aprv	25	1
			<u>82,528.67</u>					
Dir Dep	07/19/22	18364 RICHARD DAVIS		304 E 14TH AVR				
22-01562	07/11/22	1 VOL STIPEND -JUNE 2022	400.00	2-01-25-265-095 Fire- Volunteer stipends	Budget	Aprv	36	1
			<u>400.00</u>					
Dir Dep	07/19/22	18376 Nicholas R Cripps		3223 Philadelphia Pike				
22-01558	07/11/22	1 VOL STIPEND -JUNE 2022	500.00	2-01-25-265-095 Fire- Volunteer stipends	Budget	Aprv	32	1
			<u>500.00</u>					
Dir Dep	07/19/22	18477 RYAN LEWANDOWSKI		402 E 26 ST				
22-01565	07/11/22	1 VOL STIPEND -JUNE 2022	550.00	2-01-25-265-095 Fire- Volunteer stipends	Budget	Aprv	39	1
			<u>550.00</u>					
Dir Dep	07/19/22	18699 RODMAN MEYER		137 W SWEET BRIAR RD				
22-01507	07/05/22	1 VOL. STIPEND- MAY 22	200.00	2-01-25-265-095 Fire- Volunteer stipends	Budget	Aprv	10	1
			<u>200.00</u>					
Dir Dep	07/19/22	18732 ROBERT J NOCELLA						
22-01509	07/05/22	1 VOL. STIPEND- MAY 22	50.00	2-01-25-265-095 Fire- Volunteer stipends	Budget	Aprv	12	1
22-01589	07/12/22	1 VOL STIPEND -JUNE 2022	50.00	2-01-25-265-095 Fire- Volunteer stipends	Budget	Aprv	65	1
			<u>100.00</u>					
Dir Dep	07/19/22	18773 TRAVIS MOLE		505 WEST PINE AVE				
22-01508	07/05/22	1 VOL. STIPEND- MAY 22	50.00	2-01-25-265-095 Fire- Volunteer stipends	Budget	Aprv	11	1
22-01588	07/12/22	1 VOL STIPEND -JUNE 2022	50.00	2-01-25-265-095 Fire- Volunteer stipends	Budget	Aprv	64	1
			<u>100.00</u>					
Dir Dep	07/19/22	18853 ROBERT A MATTEUCCI		1410 NEW YORK AVE				
22-01505	07/05/22	1 VOL. STIPEND- MAY 22	400.00	2-01-25-265-095 Fire- Volunteer stipends	Budget	Aprv	9	1
22-01586	07/12/22	1 VOL STIPEND -JUNE 2022	400.00	2-01-25-265-095 Fire- Volunteer stipends	Budget	Aprv	62	1
			<u>800.00</u>					
Dir Dep	07/19/22	190051 TIMOTHY MUMFORD		404 ALDERBROKE DRIVE				
22-01576	07/12/22	1 SOCCER CAMP TRAINER 1/2 DAY	252.00	T-03-56-190-011 RECREATION CENTER	Budget	Aprv	56	1
			<u>252.00</u>					

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Dir Dep 22-01615	07/19/22 07/13/22	190056 MICHAEL RACCHUBINSKI 1 BUCKETS BBALL CAMP COACH	400.00 <u>400.00</u>	1426 S. 3RD STREET T-03-56-190-011 RECREATION CENTER	Budget	Aprv	80	1
Dir Dep 22-01543	07/19/22 07/08/22	19199 JOHN STEVENSON 1 Parking Reimbursement	20.00 <u>20.00</u>	2-01-25-240-042 POLICE - EDUCATION & TRAINING	Budget	Aprv	29	1
Dir Dep 22-01519	07/19/22 07/05/22	19443 SHORE QUALITY CLEANING 1 June DPW B/G Offie Cleaning	460.00 <u>460.00</u>	91 CORSON TAVERN RD 2-01-26-310-021 BLDGS & GRNDS - CONTR SVCS	Budget	Aprv	23	1
Dir Dep 22-01611	07/19/22 07/13/22	19517 KIMBERLY STOCKS 1 SUMMER BBALL REF - 3RD-5TH	150.00	6712 CINNAMINSON COURT T-03-56-190-011 RECREATION CENTER	Budget	Aprv	74	1
22-01611	07/13/22	2 SUMMER BBALL REF - 3RD-5TH	150.00	T-03-56-190-011 RECREATION CENTER	Budget	Aprv	75	1
22-01611	07/13/22	3 SUMMER BBALL REF - 3RD-5TH	150.00 <u>450.00</u>	T-03-56-190-011 RECREATION CENTER	Budget	Aprv	76	1
Dir Dep 22-01647	07/19/22 07/14/22	19673 SEA BOX INC 1 RENTAL	750.00 <u>750.00</u>	1 SEA BOX DRIVE C-04-55-863-010 ORD 1863- BUILDINGS, GROUNDS, BEACH	Budget	Aprv	88	1
Dir Dep 22-01518	07/19/22 07/05/22	19689 STARR GENERAL CONTRACTING 1 Portable Restrooms - June 2022	18,715.00 <u>18,715.00</u>	3017 DELSEA DR 2-01-26-290-052 PUB WKS-JANITORIAL EQUIP	Budget	Aprv	22	1
Dir Dep 22-01583	07/19/22 07/12/22	20463 THOMAS J RAIMO 1 SUMMER LEAGUE BBALL REF - HS	160.00	103 w 26th ave T-03-56-190-011 RECREATION CENTER	Budget	Aprv	59	1
22-01583	07/12/22	2 SUMMER LEAGUE BBALL REF - HS	160.00 <u>320.00</u>	T-03-56-190-011 RECREATION CENTER	Budget	Aprv	60	1
Dir Dep 22-01722	07/19/22 07/14/22	22024 VAN NOTE-HARVEY ASSOCIATES 1 23208 muni eng	8,086.75	211 BAYBERRY DRIVE 2-01-20-165-027 ENGINEERING SERVICES	Budget	Aprv	89	1
22-01722	07/14/22	2 sjg street opening	22,206.50	SO 412 SJ GAS CO INFRAS. IMPROVEMENT	Project	Aprv	90	1
22-01722	07/14/22	3 46281 verizon	277.50	SO 570 VERIZON:VARIOUS STREET OPENING	Project	Aprv	91	1
22-01722	07/14/22	4 36281 angleea drive	19.50	SO 644 211-213 Anglesea drive	Project	Aprv	92	1
22-01722	07/14/22	5 36281 munisite	97.50	SO 642 CONCEALMENT POLE	Project	Aprv	93	1

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22-01722	07/14/22	6 42805 5th ave feasibility	360.00	2-01-20-165-027 ENGINEERING SERVICES	Budget	Aprv	94	1
22-01722	07/14/22	7 42922 hereford ave pump statio	11,112.75	C-04-55-826-010 ORDINANCE 1826-STORM WATER PUMP STATION	Budget	Aprv	95	1
22-01722	07/14/22	8 43480 lou booth	379.50	C-04-55-863-010 ORD 1863- BUILDINGS, GROUNDS, BEACH	Budget	Aprv	96	1
22-01722	07/14/22	9 43611 seawall	7,533.60	C-04-55-863-010 ORD 1863- BUILDINGS, GROUNDS, BEACH	Budget	Aprv	97	1
22-01722	07/14/22	10 43812 seaport fire supression	289.50	C-04-55-863-010 ORD 1863- BUILDINGS, GROUNDS, BEACH	Budget	Aprv	98	1
22-01722	07/14/22	11 44323 spruce ave gateway	24,700.00	C-04-55-849-010 ORDINANCE 1849 - STREETS,ROADS,BULKHEADS	Budget	Aprv	99	1
22-01722	07/14/22	12 44459 trench restore contract	180.00	2-01-20-165-027 ENGINEERING SERVICES	Budget	Aprv	100	1
22-01722	07/14/22	13 44463 22nd beach access	360.00	C-04-55-863-010 ORD 1863- BUILDINGS, GROUNDS, BEACH	Budget	Aprv	101	1
22-01722	07/14/22	14 45649 2021 emergency beach fil	59,003.71	C-04-55-863-010 ORD 1863- BUILDINGS, GROUNDS, BEACH	Budget	Aprv	102	1
22-01722	07/14/22	15 45655 police reno	2,644.50	C-04-55-863-010 ORD 1863- BUILDINGS, GROUNDS, BEACH	Budget	Aprv	103	1
22-01722	07/14/22	16 45661 dpw complex	684.00	2-01-20-165-027 ENGINEERING SERVICES	Budget	Aprv	104	1
22-01722	07/14/22	17 45663 1st n ny emergency	360.00	C-04-55-849-010 ORDINANCE 1849 - STREETS,ROADS,BULKHEADS	Budget	Aprv	105	1
22-01722	07/14/22	18 45822 223 w 23rd emergency	58.50	C-04-55-849-010 ORDINANCE 1849 - STREETS,ROADS,BULKHEADS	Budget	Aprv	106	1
22-01722	07/14/22	19 45825 780 allen dr emergency	180.00	C-04-55-849-010 ORDINANCE 1849 - STREETS,ROADS,BULKHEADS	Budget	Aprv	107	1
22-01722	07/14/22	20 45837 14th n deleware emergenc	3,126.50	C-04-55-849-010 ORDINANCE 1849 - STREETS,ROADS,BULKHEADS	Budget	Aprv	108	1
22-01722	07/14/22	21 45838 25th n ny emergency	1,788.75	C-04-55-849-010 ORDINANCE 1849 - STREETS,ROADS,BULKHEADS	Budget	Aprv	109	1
22-01722	07/14/22	22 45839 13th n surf emergency	3,307.50	C-04-55-849-010 ORDINANCE 1849 - STREETS,ROADS,BULKHEADS	Budget	Aprv	110	1
22-01722	07/14/22	23 45840 730 allen dr emergency	189.75	C-04-55-849-010 ORDINANCE 1849 - STREETS,ROADS,BULKHEADS	Budget	Aprv	111	1
22-01722	07/14/22	24 45841 brdwlk repairs	1,659.00	C-04-55-849-010 ORDINANCE 1849 - STREETS,ROADS,BULKHEADS	Budget	Aprv	112	1
22-01722	07/14/22	25 45842 w 16th emergency	729.75	C-04-55-849-010 ORDINANCE 1849 - STREETS,ROADS,BULKHEADS	Budget	Aprv	113	1
22-01722	07/14/22	26 45843 2nd and central emergenc	1,973.75	C-04-55-849-010 ORDINANCE 1849 - STREETS,ROADS,BULKHEADS	Budget	Aprv	114	1
			151,308.81					
Dir Dep	07/19/22	22077 KEYSTONE RIDGE DESIGNS, INC		670 MERCER ROAD				
22-00292	02/07/22	1 BRDWLK Benches	36,086.00	T-03-56-210-016 MEMORIALS AND BEAUTIFICATION ENHANCMENTS	Budget	Aprv	1	1
			36,086.00					
Dir Dep	07/19/22	22632 CORLEN VALLESE		310 E ST. LOUIS AVE				
22-01574	07/12/22	1 SOCCER CAMP COACH	475.00	T-03-56-190-011 RECREATION CENTER	Budget	Aprv	55	1

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PO #	Enc Date	Item	Description		Description					
				475.00						
Dir Dep	07/19/22	23055	CITY OF WILDWOOD		ATTN: FINANCE OFFICE					
22-01484	07/01/22	1	AGREEMENT: TAX ASSESSOR	17,059.20	2-01-20-150-028	Budget	Aprv	3	1	
				17,059.20	ASMT OF TX - OTHER PROF/CONS					
Dir Dep	07/19/22	23071	WILLIAMS SCOTSMAN, INC		901 S BOND STREET					
22-01600	07/13/22	1	TRAILERS	4,096.00	2-01-26-315-025	Budget	Aprv	71	1	
				4,096.00	FLEET MAINT - LEASE PAYMENTS					
Dir Dep	07/19/22	28063	WILLIAM F GREEN		306 E 13TH AVE					
22-01504	07/05/22	1	VOL. STIPEND- MAY 22	400.00	2-01-25-265-095	Budget	Aprv	8	1	
					Fire- Volunteer stipends					
22-01585	07/12/22	1	VOL STIPEND -JUNE 2022	200.00	2-01-25-265-095	Budget	Aprv	61	1	
				600.00	Fire- Volunteer stipends					
Dir Dep	07/19/22	29523	PREMIER ORTHOPAEDICS		352 S DELSEA DR SUITE C					
22-01640	07/14/22	1	Terri Delvicario MMI	800.00	2-01-20-100-028	Budget	Aprv	85	1	
				800.00	GEN ADM - PROF/ CONSULTANT					
Dir Dep	07/19/22	32304	DAVID CAMARADA		555 ELLIOT DR					
22-01514	07/05/22	1	VOL. STIPEND- MAY 22	50.00	2-01-25-265-095	Budget	Aprv	17	1	
					Fire- Volunteer stipends					
22-01592	07/12/22	1	VOL STIPEND -JUNE 2022	400.00	2-01-25-265-095	Budget	Aprv	68	1	
				450.00	Fire- Volunteer stipends					
Dir Dep	07/19/22	39035	ROBERT GALATI		144 SHORELAND CIRCLE					
22-01423	06/20/22	1	Reimbursement	450.00	2-01-25-240-093	Budget	Aprv	2	1	
				450.00	POLICE - MEDICAL EXPENSES					
Dir Dep	07/19/22	6244	PATRICK M FLYNN		2004 NEW YORK AVENUE					
22-01544	07/08/22	1	Lunch Reimbursment	205.26	2-01-25-240-042	Budget	Aprv	30	1	
				205.26	POLICE - EDUCATION & TRAINING					

	<u>Count</u>	<u>Line Items</u>	<u>Amount</u>
Direct Deposit:	58	114	336,381.72

There are NO errors or warnings in this listing.

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	2-01	148,569.66	0.00	0.00	148,569.66
	C-04	125,003.06	0.00	0.00	125,003.06
	T-03	40,208.00	0.00	0.00	40,208.00
Total of All Funds:		313,780.72	0.00	0.00	313,780.72

Project Description	Project No.	Project Total
SJ GAS CO INFRAST. IMPROVEMENT	SO 412	22,206.50
VERIZON:VARIOUS STREET OPENING	SO 570	277.50
CONCEALMENT POLE	SO 642	97.50
211-213 Anglesea drive	SO 644	19.50
Total of All Projects:		<u>22,601.00</u>

G/L Posting Summary

Account	Description	Debits	Credits
2-01-101-01-100-011	CASH-CURRENT FUND	0.00	148,569.66
2-01-201-20-000-000	CURRENT YEAR APPROPRIATIONS	<u>148,569.66</u>	<u>0.00</u>
	Totals for Fund 2-01 :	<u>148,569.66</u>	<u>148,569.66</u>
2-03-101-01-000-012	CASH-DEVELOPER DEPOSITS	0.00	22,601.00
2-03-101-01-000-024	CASH - RECREATION CTR TRUST FD	0.00	4,122.00
2-03-101-01-000-035	CASH-MEMORIALS/BEAUTIFICATION ENHANCEMT	0.00	36,086.00
2-03-286-56-856-801	RESERVE FOR DEVELOPERS DEPOSIT	22,601.00	0.00
2-03-286-56-862-801	RESERVE FOR RECREATION CTR	4,122.00	0.00
2-03-286-56-868-804	RESERVES-MEMORIALS/BEAUTIFICATION ENHA	<u>36,086.00</u>	<u>0.00</u>
	Totals for Fund 2-03 :	<u>62,809.00</u>	<u>62,809.00</u>
2-04-101-01-000-000	CASH-CAPITAL FUND	0.00	125,003.06
2-04-215-55-900-000	IMPROVEMENT AUTHORIZATIONS	<u>125,003.06</u>	<u>0.00</u>
	Totals for Fund 2-04 :	<u>125,003.06</u>	<u>125,003.06</u>
	Grand Total:	<u>336,381.72</u>	<u>336,381.72</u>