

# Township of Toms River Parking Authority

## Meeting Minutes

Regular Meeting  
June 23, 2022

### Call to order

The Regular meeting of the Toms River Township Parking Authority was called to order at 4:45 p.m. by Chairman Tariq Siddiqui, who also led those present in the flag salute.

### Open Public Meetings Act Statement

This meeting is called in accordance with the Open Public Meetings Act of the State of New Jersey. Notice of the meeting was published in the Asbury Park Press. Notice was also posted on the bulletin board at Town Hall and placed on file with the Township Clerk for public review.

### Roll call

Executive Director Pam Piner conducted a roll call as follows:

Chairman Tariq Siddiqui	Present
Vice Chairman Bill Beining	Present
Secretary Norvella Lightbody	Absent
Treasurer Richard Banach	Present
Vice Treasurer Brenda Tutela	Present
Commissioner Mike Sutton	Absent

Additional Attendees are as follows:

Executive Director Pam Piner  
Legal Counsel Joe Coronato, Jr.

Public Guests:

Lance Chambeau –River Lady, Owner

- The Board of Commissioners gave Mr. Chambeau the floor for his comments and concerns. Mr. Chambeau shared his frustrations with the parking in the Huddy Park lot being utilized for events. He feels that the lot should only be used for patron parking. The Parking Authority explained why events were held there and why certain spots were blocked off specifically for the Farmers' Market. The BID had an agreement with the Township to hold the Farmer's Market at that location each Wednesday and the Authority was managing the parking as best as possible so as not to affect the River Lady and the Water Street Bar and Grill. It was explained that this could not be changed this year, but going forward his concerns would be considered.

### Approval of Minutes

**Minutes of the April 2022 meeting were postponed until the July 21, 2022 meeting (no attending quorum)**

**Minutes of the May 2022 meeting was postponed until the July 21, 2022 meeting (no attending quorum)**

### Approval of the June 2022 Bill List for the Parking Authority

Eighteen (18) checks totaling \$88,992.80 and Thirteen (13) electronic payments totaling \$18,069.13

**Motion to accept bill list for the Parking Authority:** Vice Treasurer Brenda Tutela

**2<sup>nd</sup> Motion:** Vice Chairman Bill Beining

**Roll Call:**

Vice Treasurer Brenda Tutela	Yes	
Vice Chairman Bill Beining	Yes	
Secretary Norvella Lightbody	Absent	
Treasurer Richard J. Banach	Yes	
Commissioner Mike Sutton	Absent	
Chairman Tariq Siddiqui	Yes	(Abstained from MUA Payments)

**Approval of the June 2022 Bill List for the Park and Ride**

Eleven (11) checks totaling \$19,378.14

**Motion to accept bill list for the Park and Ride:** Treasurer Richard J. Banach

**2<sup>nd</sup> Motion:** Vice Treasurer Brenda Tutela.

**Roll Call Vote:**

Treasurer Richard J. Banach	Yes	
Vice Treasurer Brenda Tutela	Yes	
Vice Chairman Bill Beining	Yes	
Secretary Norvella Lightbody	Absent	
Commissioner Mike Sutton	Yes	
Chairman Tariq Siddiqui	Yes	(Abstained from MUA Payments)

**Financial Overview**

- The Parking Authority had revenue in May 2022 of \$38,959. This is \$4,383 higher than the previous year. An improvement of 13%. Total expenses were \$36,008. An increase of \$5,305 compared to the previous year. Net revenue was \$2,952. This is a decrease of \$922 than the previous year or -24%
  - Total Funds as of 06/23/2022 was \$81,793
    - Unrestricted funds \$2,349
    - Reserved Funds \$42,100
    - Restricted Funds \$37,186 NJT
    - Restricted Funds \$158 Academy
  - Outstanding payables as of 06/23/2022 was \$46,515 plus \$135,000 of employer's pension contribution.
  - Total loan balances as of 04/28/2022 was \$43,694 plus \$450,000 pending for NJT.
- The Park and Ride had revenue in May 2022 of \$12,984. This is \$5,177 higher than the previous year. An improvement of 66%. Expenses were \$14,360. A decrease of \$(2141) compared to the previous year. Net revenue was \$(1,376). This is an improvement of \$7,318 compared to the previous year. An improvement of 84%.
  - Total Funds as of 06/23/2022 was \$5,713
    - Unrestricted Funds \$3,213
    - Restricted Funds \$2,500 Contingency Fund
  - Outstanding payables as of 05/26/2022 was \$308,244
    - General payables was \$4,571 – status current
    - NJT Draw \$96,000
    - Due to Parking Authority \$207,958

**Unfinished Business**

- **NJT Status:** Pending – No Update
- **Redevelopment Status/Land Sale:** Joe Coronato, Jr. Legal Counsel for the Authority provided an update regarding the sale negotiations for Lot H with the Township. A large

portion of the proceeds received, by the Authority, from the sale will be used to pay NJT for bus ticket sales owed from 2020 during the beginning of Covid. The Township requested a stipulation that those funds are to be deposited into a Trust account until payment is made to NJT. The Board of Commissioners had no objections towards this request. The funds could be held in Trust with the Authority's Legal Counsel, Coronato Law.

- **Municipal Public Auction:** The auction for the 2011 Ford F450 Dump Truck closed with the highest bid of \$29,100 from A and M Excavating.

**A motion was made to approve the sale of the 2011 F450 Ford Dump Truck to the highest bidder, A and M Excavating at the amount of \$29,100: Vice Chairman Bill Beining**

**2<sup>nd</sup> Motion:** Treasurer Richard J. Banach

**Roll Call Vote:**

Vice Chairman Bill Beining	Yes
Treasurer Richard J. Banach	Yes
Secretary Norvella Lightbody	Yes
Vice Treasurer Brenda Tutela	Yes
Commissioner Mike Sutton	Yes
Chairman Tariq Siddiqui	Yes

- **Request for handicap spaces on the street. Each space closest to each corner where there is a wheelchair accessible ramp:** This item has been referred to the Township Engineer and the Township Planner.

### New Business

- **The 2022 Budget has been approved by the Division of Local Government Services and was presented to the Board of Commissioners for adoption.**

**Motion to adopt the 2022 Toms River Parking Authority Budget as approved by the New Jersey Division of Local Government Services: Vice Chairman Bill Beining**

**2<sup>nd</sup> Motion:** Vice Treasurer Brenda Tutela

**Roll Call Vote:**

Vice Chairman Bill Beining	Yes
Vice Treasurer Brenda Tutela	Yes
Secretary Norvella Lightbody	Yes
Treasurer Richard J. Banach	Yes
Commissioner Mike Sutton	Yes
Chairman Tariq Siddiqui	Yes

- **Parking for 2022 Weekly Farmer's Market:** The weekly Farmer's Market is being moved back to Huddy Park for the 2022 season and will be held each Wednesday. The Bid will be using the row of parking that aligns the park for farmers who will need to work out of their trucks. They have requested an additional 12 spots to offer free parking to attendees of the farmers market. The Bid will pay the Parking Authority for these spaces at \$.75 per hour for 8 hours. Parking spaces closest to Water Street Bar and Grill and the River Lady would remain open to the public.
- **Parking for Rotary Event on Saturday, June 4<sup>th</sup>:** The Parking Authority was made aware on May 25<sup>th</sup> of an event being held in Huddy Park on June 4<sup>th</sup>. The Rotary requested that the entire parking lot (Lot C) adjacent to Huddy Park be closed for their event which was expecting 500 attendees. Pam Piner explained to them that the lot could not be completely closed off as other businesses utilize this lot during the weekend. She offered them the same spaces as were used for each farmer's market. The event had already been approved by the Township so a parking plan for dumpsters, portable toilets and band vehicles needed to be identified. However, free public parking would not be offered.

### Public Comments/Questions

- None

### **Executive Session**

**Motion to leave the public session and enter into an executive session to discuss personnel issues:** Vice Treasurer Brenda Tutela

**2<sup>nd</sup> Motion:** Commissioner Mike Sutton

A complaint request that was forwarded to the Chairman and Vice Chairman from the Township Business Administrator, regarding a telephone conversation between Pam Piner the Director and a member of the public was discussed, addressed and resolved.

**Motion to exit the executive session and return to public session:** Commissioner Mike Sutton

**2<sup>nd</sup> Motion:** Vice Treasurer Richard J. Banach

### **Next Meeting Date**

Thursday, June 23, 2022 @ 4:45 p.m. in the Sunshine Room.

### **Adjournment**

There being no further business before the Board of Commissioners, a motion was made to adjourn the meeting.

**Motion to Adjourn:** Vice Treasurer Brenda Tutela

**2<sup>nd</sup> Motion:** Chairman Tariq Siddiqui

**All in Favor**

Respectfully Submitted,

Pam Piner  
Executive Director