

# Township of Toms River Parking Authority

## Meeting Minutes

Regular Meeting  
July 25, 2019

### Call to order

The regular meeting of the Toms River Township Parking Authority was called to order at 4:45 p.m. by Vice 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:

|  |         |
|--|---------|
| Commissioner/Chairman Michael Sutton       | Absent  |
| Commissioner/Vice Chairman Tariq Siddiqui  | Present |
| Commissioner/Treasurer Bill Beining        | Present |
| Commissioner/Secretary Norvella Lightbody  | Present |
| Commissioner/Vice Treasurer Richard Banach | Absent  |
| Commissioner Brenda Tutela                 | Present |

Additional Attendees are as follows:

Executive Director Pam Piner  
Legal Counsel Tom Gannon

Public Guests:

None

### Approval of Minutes

**Motion to accept the Minutes of the June 2019 meeting:** Commissioner Brenda Tutela

**2<sup>nd</sup> Motion:** Secretary Norvella Lightbody

**All in Favor**

### Approval of the July 2019 Bill List for the Parking Authority

Twenty Eight (28) checks totaling \$274,952.02

**Motion to accept bill list for the Parking Authority:** Treasurer Bill Beining

**2<sup>nd</sup> Motion:** Secretary Norvella Lightbody

**All in Favor**

**Roll Call Vote:**

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

### **Approval of the July 2019 Bill List for the Park and Ride**

Ten (10) checks totaling \$23,983.06

**Motion to accept bill list for the Park and Ride:** Secretary Norvella Lightbody

**2<sup>nd</sup> Motion:** Commissioner Brenda Tutela

**All in Favor**

**Roll Call Vote:**

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

### **Financial Overview**

- Revenue for the Parking Authority through June 30, 2019 was \$13,646 higher than 2018. Administrative expenses were \$9,672 lower than 2018 and Operational expenses were \$53,780 lower than in 2018. Year to date net revenue for 2019 is \$128,773 which is \$78,759 higher than in 2018.
- Revenue for the Park and Ride through June 30, 2019 was \$1,962 higher than 2018 with expenses being lower by \$14,464. Year to date net revenue for the Park and Ride is \$38,262 which is \$16,426 higher than it was in 2018.
- The combined full year projection for the “Change in Net Position” is expected to be \$129,836 an improvement of \$77,580 from 2018.

### **Unfinished Business**

- **Park and Ride New Pay Stations and Pay By Cell:** The new pay stations have been installed and one is functioning. The other new machine had a broken lock. Waiting for the new one to arrive. This should arrive within 10 days.

### **New Business**

- No new business

### **Public Comments/Questions**

- None

**Executive Session** No Executive Session was held

### **Next Meeting Date**

Thursday, August 22, 2019 @ 4:45 p.m. in the Community Room.

### **Adjournment**

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

**Motion to Adjourn:** Secretary Norvella Lightbody

**2<sup>nd</sup> Motion:** Commissioner Brenda Tutela

**All in Favor**

Respectfully Submitted,  
Pam Piner  
Executive Director