

Township of Toms River Parking Authority

Meeting Minutes

Regular Meeting
May 27, 2021

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 was 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	Present
Treasurer Richard Banach	Present
Vice Treasurer Brenda Tutela	Present
Commissioner Mike Sutton	Present

Additional Attendees are as follows:

Executive Director Pam Piner
Joe Coronato, Jr., Coronato Law
Joe Coronato, Sr., Coronato Law

Public Guests:

None

Approval of Minutes

Motion to accept the Minutes of the March 2021 meeting: Vice Chairman Bill Beining

2nd Motion: Vice Treasurer Brenda Tutela

All in Favor

Motion to accept the Minutes of the April 2021 meeting: Commissioner Mike Sutton

2nd Motion: Treasurer Richard J. Banach

All in Favor

Abstention: Norvella Lightbody, was not in attendance.

Approval of the May 2021 Bill List for the Parking Authority

Twenty (20) checks totaling \$49,652.29

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

2nd Motion: Vice Chairman Bill Beining

All in Favor

Roll Call:

Vice Treasurer Brenda Tutela	Yes
Vice Chairman Bill Beining	Yes

Secretary Norvella Lightbody	Yes
Treasurer Richard J. Banach	Yes
Commissioner Mike Sutton	Yes
Chairman Tariq Siddiqui	Yes

Approval of the May 2021 Bill List for the Park and Ride

Seven (7) checks totaling \$6048.75

Motion to accept bill list for the Park and Ride: Commissioner Mike Sutton

2nd Motion: Treasurer Richard J. Banach

All in Favor

Roll Call Vote:

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

Financial Overview

- The Parking Authority had revenue of \$25,741 in April 2021. Total revenue for the month was \$26,692 higher than the previous March. This was the beginning of the COVID-19 shutdown. Total expenses were \$41,727. A reduction of \$21,742 compared to the previous year. Net revenue was (\$15,987). This was still an improvement of \$48,434 compared to March 2020. March 2021 had three payroll cycles and this contributed to the negative net revenue for the month.
- YTD revenue for the Parking Authority was \$196,480 as of April 30, 2021. A reduction of \$61,569 from 2020. YTD expenses were \$120,690 a reduction of \$116,579 from the previous year. YTD net revenue was \$75,789.
 - Total available funds as of 5/27/21 was \$11,093
 - Outstanding payables as of 5/27/21 was \$69,431 plus \$150,179 of employer's pension contribution.
 - Total loan balances as of 5/27/21 was \$92,054 plus \$450,000 pending for NJT.
- The Park and Ride had revenue of \$6,591 in April 2021. An increase of \$6,591 compared to March 2020. Expenses were \$16,178 compared to \$14,689 in March of 2020, a increase of \$1,489. This was a result of the timing of a propane tank refill. Net revenue is still a deficit of (\$9,587) compared to \$(14,689) in 2020. Even though net revenue is still a deficit there was an improvement of \$5,102. YTD revenue for the first quarter of 2021 was \$44,255 compared to \$110,430 in 2020. A reduction of \$66,175. YTD expenses were \$69,257 compared to \$78,506 in 2020. A reduction of \$9,250. YTD net revenue was (\$25,002) compared to \$31,924 in 2020. This is a decline of \$56,925.
 - Total available funds as of 5/27/21 was \$4,864
 - Outstanding payables as of 5/27/21 was \$221,418
 - General payables was \$3,666, status current
 - NJT Draw \$48,000
 - Due to Parking Authority \$169,752

Unfinished Business

- **Bobcat Sale:** The Township has stated that they are interested in purchasing the Bobcat for \$40,000. They are preparing a resolution for approval by the Governing Body..
- **NJT Status:** This is an on-going issue.
- **Refinance Meter Loan:** Still in process.

- **Lawn Care:** The riding lawn mower needed to be picked up by Blossom Lawn to have a new belt put on. The Park and Ride has been mowed. The Township did a one time favor and mowed the Huddy Park lot. Once the riding lawn mower is returned, then Lot H and E will be mowed. The Authority needs to purchase a walk behind mower and a weed trimmer. The purchase for this equipment was not approved. Pam Piner said she would reach out to the Township to see if an shared services agreement could be entered into.
- **Marine Building Utilities:** The Township is having the utility accounts transferred to them.

New Business

- **FEMA Snow Emergency Funding:** The MUA Executive Director informed Pam Piner about a grant from FEMA that would assist in paying any snow plow expenses for the year 2021. Ms. Piner said she applied for this grant and is waiting to hear if the Authority will receive any funds.
- **Broadway Opening Date:** Broadway has been scheduled to reopen on September 1, 2021. Ticket sales have already started for 4 shows. This will play an important part in the Park and Ride returning to normal activity.
- **2021 Budget Adoption:** This topic was not discussed.

General Discussion

A general discussion took place regarding several topics. Renegotiating the NJT contract, the sale of the parking lot owned by the Authority and the PERS Employer's pension contribution payable. A working session was scheduled for June 21, 2021 in order to discuss these topics in detail and to identify any possible resolutions. The regular meeting was also moved to be held immediately following the working session instead of the normal date of June 24th.

Public Comments/Questions

- None

Executive Session

- None

Next Meeting Date

Thursday, May 27, 2021 @ 4:45 p.m. in the Lommel 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

2nd Motion: Treasurer Richard J. Banach

All in Favor

Respectfully Submitted,

Pam Piner
Executive Director