

Township of Toms River Parking Authority

Meeting Minutes

Regular Meeting
September 22, 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	Present
Treasurer Richard Banach	Absent
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:

None

Approval of Minutes

Motion to accept the Minutes of the June 23, 2022 Meeting: Vice Chairman Bill Beining

2nd Motion: Vice Treasurer Brenda Tutela

All in Favor

Motion to accept the Minutes of the July 21, 2022 Meeting: Secretary Norvella Lightbody

2nd Motion: Vice Chairman Bill Beining

All in Favor

Motion to accept the Minutes of the August 25, 2022 Meeting: Secretary Norvella Lightbody

2nd Motion: Vice Treasurer Brenda Tutela

All in Favor

Approval of the September 2022 Bill List for the Parking Authority

Eighteen (18) checks totaling \$92,579.41 and Sixteen (16) electronic payments totaling \$22,789.73.

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

2nd Motion: Secretary Norvella Lightbody

Roll Call:

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

Approval of the September 2022 Bill List for the Park and Ride

Eight (8) checks totaling \$14,842.59

Motion to accept bill list for the Park and Ride: Vice Chairman Bill Beining

2nd 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	Absent
Commissioner Mike Sutton	Absent
Chairman Tariq Siddiqui	Yes (Abstained from MUA Payments)

Financial Overview

- The Parking Authority had revenue in August 2022 of \$38,243. This is \$2,484 lower than August 2021. Total expenses were \$37,878. A decrease of \$1,648 compared to the previous year. Net revenue was \$365. A decrease of \$836 compared to August 2021.
 - Outstanding payables as of 09/22/22 was \$39,369 plus \$134,679 of employer's pension contribution.
 - Total loan balances as of 09/22/2022 was \$33,739 plus \$450,000 pending for NJT.

YTD Revenue as of August 2022 was \$411,589. An increase of \$18,707 compared to 2021. YTD Expenses were \$277,470 a decrease of \$1,509 compared to 2021. YTD Net Revenue was \$134,119. An increase of \$20,216 compared to 2021 and a decrease of \$23,753 compared to 2019, pre pandemic.

- The Park and Ride had revenue in August 2022 of \$15,328. This is \$8,746 higher than August 2021. Total Expenses were \$17,445. An increase of \$247 compared to 2021. Net revenue was \$(2,117). An Increase of \$8,499 compared to August 2021
 - Outstanding payables as of 08/25/2022 was \$224,242
 - General payables was \$6,945
 - NJT Draw \$108,000
 - Due to Parking Authority \$217,297

YTD Revenue as of August 2022 was \$117,864. An increase of \$40,059 compared to 2021. YTD Expenses were \$144,667 an increase of \$8,668 compared to 2012. YTD Net Revenue was \$(35, 471) an improvement of \$31,390 compared to 2021 and a decrease of \$70,457 compared to 2019, pre pandemic.

Unfinished Business

- **NJT Status:** Pending – No Update
- **Redevelopment Status/Land Sale:** Joe Coronato, Jr., Legal Counsel for the Authority presented updated terms for the land sale contract with the Township for the sale of the parking lot (Lot H). The Commissioners agreed to the terms and to having \$500,000 escrowed with Coronato Law, encumbered for New Jersey Transit. The remaining balance will be used for Pension Payables and Emergency funds as deemed by the Board of Commissioners.

Motion to accept the land sales contract between the Parking Authority and the Township of Tom River for the sale of the parking lot (Lot H) as presented by the Authority's Legal Counsel Joe Coronato, Jr.: Vice Treasurer Brenda Tutela

2nd Motion: Secretary Norvella Lightbody

Roll Call Vote:

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

This is an on-going legal matter and the details of the Sales Contract will be disclosed once the contract has been finalized.

- **Maintenance Building Clean Up:** Submittal for the request of record destruction has been returned as a large part of records marked for destruction require an Auditor's signature. Pam Piner has reached out to the Authority's Auditing company to have them approved the required documents, She is waiting to hear back on the proper procedure.

New Business

- **Park and Ride Elimination:** Pam Piner, TRPA Director provided a financial analysis to the Board of Commissioners showing the Parking Authority's financial position with and without the Park and Ride. Based on the current financial information, it would not be in the best interest of either party to terminate the current relationship. However, it is imperative to negotiate new contracts for both NJT Bus Ticket sales and for the operation of the Park and Ride including an increase in the daily parking rate. The current parking rate of \$2.00 has not increased in over 20 years and is no longer able to cover current expenses.

Public Comments/Questions

- None

Executive Session

- None

Next Meeting Date

Thursday, October 27, 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 Chairman Bill Beining

2nd Motion: Secretary Norvella Lightbody

All in Favor

Respectfully Submitted,

Pam Piner
Executive Director