

Township of Toms River Parking Authority

Meeting Minutes

Regular Meeting

February 22, 2017

Call to order

The regular meeting of the Toms River Township Parking Authority was called to order at 4:45 p.m. by Chairman Mike Sutton 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	Present
Commissioner/Vice Chairman Tariq Siddiqui	Present
Commissioner/Treasurer Bill Beining	Present
Commissioner/Secretary Norvella Lightbody	Present
Commissioner/Vice Treasurer Richard J. Banach	Absent
Commissioner Brenda Tutela	Present

Additional Attendees are as follows:

Executive Director Pam Piner
Maintenance Manager Ken Kufall

Public Guests: None

Approval of Minutes

Motion to accept the Minutes of the January 2017 meeting: Vice Chairman Tariq Siddiqui

2nd Motion: Commissioner Brenda Tutela

All in Favor

Approval of the February 2017 Bill List for the Parking Authority

Thirty Four (34) checks totaling \$273,992.75.

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

2nd Motion: Secretary Norvella Lightbody

All in Favor

Approval of the February 2017 Bill List for the Park and Ride

Eleven (11) checks totaling \$1,938.57

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

2nd Motion: Treasurer Bill Beining

Abstention: Vice Chairman Tariq Siddiqui from all TR MUA Checks

All in Favor

Financial Overview

- **Parking Authority**

Total revenue for January was \$34,817 higher than the previous year. This is mainly a result of the rate increase that went into effect October 1, 2016. Bus ticket commissions and vending commissions are both still lower than previous year by 7%. Fine revenue is lower overall by \$1,865 with fire lane violations declining by 45%. Administrative expenses were \$697 higher as a result of merchant account fees for credit card usage with the new meters. Operating expenses were \$13,709 higher than previous years. This is due to the annual service agreement of \$12,000 for the pay stations. Other areas with impact if communication fees for the new single space meters and the increase in interest paid on loans. However, the Authority's net position showed an improvement of \$20,047 compared to the same time frame in 2016.

- **Park and Ride**

Total revenue for January was \$7,190 higher than 2016. This was due to the increase in parking permits purchased for 2017. Expenses were \$4,316 higher than the previous year. This is a result of being one month ahead on monthly rent paid to NJT. The Park and Ride's net position increased by \$2,875 as compared to the same time frame in 2016.

Unfinished Business

- **No unfinished Business to discuss**

New Business

- **2017 Budget:** The 2017 Budget was received from the DLGS for Adoption.

Roll Call Vote:

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

The DLGS requested a late budget resolution because the budget was not submitted before October 1, 2016.

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

Executive Session

No Executive Session was held.

Next Meeting Date

Wednesday, March 22, 2017 @ 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: Vice Chairman Tariq Siddiqui

2nd Motion: Treasurer Bill Beining

All in Favor

Respectfully Submitted,

Pam Piner
Executive Director