

Township of Toms River Parking Authority

Meeting Minutes

Regular Meeting
September 28, 2016

Call to order

The regular meeting of the Toms River Township Parking Authority was called to order at 4:30 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	Absent
Commissioner/Vice Chairman Tariq Siddiqui	Present
Commissioner/Treasurer Bill Beining	Present
Commissioner/Secretary Norvella Lightbody	Present
Commissioner/Vice Treasurer Richard J. Banach	Present
Commissioner Brenda Tutela	Present

Additional Attendees were as follows:

Executive Director Pam Piner
Maintenance Manager Ken Kufall
Legal Counsel Mr. Tom Gannon

Public Guests were as follows:

Steve Delmar, Toms River Taxi
Balkar S. Mola, EZ Taxi
Baljinder Singh, EZ Taxi

Approval of Minutes

Motion to accept the Minutes of the August 2016 meeting: Secretary Norvella Lightbody

2nd Motion: Treasurer Bill Beining

All in Favor

Approval of the September 2016 bill list for the Parking Authority

Thirty Two (32) checks totaling \$406,780.00.

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

2nd Motion: Vice Treasurer Richard J. Banach

Abstention: None

All in Favor

Approval of the September 2016 bill list for the Park and Ride

Thirteen (13) checks totaling \$67,071.30

Motion to accept bill list for the Park and Ride: Commissioner Brenda Tutela

2nd Motion: Secretary Norvella Lightbody

Abstention: None

All in Favor

Financial Overview

- **Parking Authority**

Revenue

- Total Revenue was \$14,080 higher than this time last year.
- Meter revenue was \$18,504 higher.
- Permit revenue was \$4,362 higher.
- Fine Revenue was \$14,635 lower.
- Bus commissions were \$397 higher. With Academy still being lower than previous year by \$1,989.
- Vending and ATM revenues were up by a total of \$5,849.

Expenses

- Administrative expenses were higher than 2015 by \$8,284.
- Operational expenses were \$4,739 higher than 2015.
- Net income was (\$53,986). Compared to previous year resulted in a positive change in the Authority's net position of \$467.

- **Park and Ride**

Revenue

- Revenue was lower than previous year by \$2,599. Fewer parking permits have been purchased but metered parking is up.

Expenses

- Expenses were slightly higher than previous year by \$1,408.
- Net income was \$1,889. Compared to previous year resulted in a negative change in the Park and Ride's net position of \$4,007.

Unfinished Business

- **New Single Space Meters:** The installation of the new meters is scheduled for Monday, October 3rd.
- **Omnipark Conversion/Programming changes:** The conversion to Omnipark from Park Trak is completed and the system is running fine with a few items still being modified by Omnipark.
- **Sheriff Street lot:** The solar panel for the pay station has been installed. However, the modem and the battery are both dead. Replacements have been ordered and will be changed once they arrive. The pay station can currently operate off line.

New Business

- **Taxi Issues at Park and Ride:** Taxi business owners and drivers attended the meeting to discuss the ongoing issues with ABC Taxi. The commissioners said they would review any current agreements and/or ordinances regarding the Taxi standing policies at the bus terminal and would then make a decision on how to resolve the problems.

Executive Session

An Executive Session was held to discuss issues at the Park and Ride.

Motion to leave public session and to enter into executive session for the purpose of discussing salary increases for 2016. Treasurer Bill Beining

2nd Motion: Commissioner Brenda Tutela

All in Favor

Motion to leave executive session and return to public session: Commissioner Brenda Tutela

2nd Motion: Secretary Norvella Lightbody

All in Favor

Discuss took place regarding security at the bus terminal and ongoing litigations.

Public Comments/Questions

- Discussion with the Taxi owners and drivers regarding ABC Taxi.

Next Meeting Date

Wednesday, October 26 2016 @ 4:30 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: Treasurer Bill Beining

2nd Motion: Commissioner Brenda Tutela

All in Favor

Respectfully Submitted,

Pam Piner
Executive Director