

Township of Toms River Parking Authority

Meeting Minutes

Regular Meeting
August 25, 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	Absent
Secretary Norvella Lightbody	Present
Treasurer Richard Banach	Present
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

- Minutes for the June 2022 Meeting postponed until September meeting – attending quorum not present.
- Minutes for the July 2022 Meeting postponed until September meeting

Approval of the August 2022 Bill List for the Parking Authority

Twenty Two (22) checks totaling \$94,588.55 and Sixteen (16) electronic payments totaling \$32,711.95.

Motion to accept bill list for the Parking Authority: Treasurer Richard J. Banach

2nd Motion: Vice Treasurer Brenda Tutela

Roll Call:

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

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

Eight (8) checks totaling \$9,864.25

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

2nd Motion: Treasurer Richard J. Banach.

Roll Call Vote:

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

Financial Overview

- The Parking Authority had revenue in July 2022 of \$34,690. This is \$38,181 lower than July 2021. July 2021 was so much higher due to the sale of the Bobcat for \$40,000. Total expenses were \$41,030. A decrease of \$8,865 compared to the previous year. Net revenue was \$2,525.
 - Outstanding payables as of 08/25/2022 was \$58,584 plus \$134,679 of employer's pension contribution.
 - Total loan balances as of 07/21/2022 was \$37,065 plus \$450,000 pending for NJT.
- The Park and Ride had revenue in July 2022 of \$12,804. This is \$3,284 higher than the previous year. An improvement of 34%. Expenses were \$18,223. An increase of \$5,718 compared to the previous year. Net revenue was \$(5,419). This is an increased deficit of \$2,434 compared to the previous year.
 - Outstanding payables as of 08/25/2022 was \$317,079
 - General payables was \$3,724
 - NJT Draw \$104,000
 - Due to Parking Authority \$213,355

Unfinished Business

- **NJT Status:** Pending – No Update
- **Redevelopment Status/Land Sale:** Pending – No Update
- **Maintenance Building Clean Up:** Records that have been submitted for disposal is pending NJ State approval.

New Business

- **Commissioner Information for New Bank Accounts:** Each Commissioner was given a form asking for their personal information and an unsealed envelope. This information is needed for TD Bank to update the current accounts and to open two new accounts. The two new accounts will be for the deposit of NJ Transit Bus Ticket monies and for any contingency monies determined in the future.
- **27 Washington Street Project:** Joe Coronato gave an update to the status of the request made by the owners of this property for the Parking Authority to agree to supplying parking for a future residential and commercial mixed use project. The Authority's approval is needed by the Board of Adjustment to approve the property owners' building requests. In November 2019 the Authority agreed to supply parking decals at two decals per unit in the Municipal Parking Garage at the normal rate. The owner of the project said that they

would build the cost into the monthly rent or HOA fees, which ever would apply. The fee would be an annual cost. However, since 2019 the project has changed and the property owners' need has also changed. In 2019 the project was only for residential units and would have an estimated 10 parking spaces on site. The parking decals offered in 2019 were under the same guidelines as any public parking decal and would only allow the residents to park in a designated area without having to feed the meter. Individual spaces would not be assigned. The current need by the property owner now includes both residential and commercial parking needs. The building will consist of both residential and commercial units. It no longer contains the 10 on site parking spaces. The property owners' were also erroneously under the impression that specific spaces would be designated for their needs only. The Board of Commissioners came to the decision that based on the current project specifications and requirements, the Parking Authority cannot commit to the ability to manage their parking needs. The dynamics of the Downtown area has changed significantly since the parking request was made in 2019. Joe Coronato, Jr., legal counsel for the Authority will work with the Board of Adjustments and the property owners.

- **Post Office Employee Parking:** Pam Piner presented a plan regarding the relocation of Post Office employee decal holders. Once construction begins on the current lot utilized for the post office begins, decal holders will be displaced. Decal holders that are not post office employees will be moved to the parking area where the old hotel use to stand. Post Office employees will be moved to the small lot on the south side of Herflicker Blvd., both sides of street parking on Herflicker Blvd. and the east side of Adafre. These three locations offer 114 spaces and there are currently 96 decal holders. The meter heads that are currently located for the street parking will be removed and "Decal Parking Only" signs will be mounted on the top of each meter pole.
- **Parking Meter Options vs. Modem Upgrades:** Pam Piner suggested that new options should be researched for street parking before upgrading all of the 220 single space meter modems to 4G. It may be more cost effective to replace the single space meter with new pay stations that may be less money. She will continue to look at other alternatives while upgrading some of the single space meters for less congestive areas.
- **Weekend Bus Ticket Sales:** The bus terminal has been open on the weekends during the summer to accommodate for the increase in ridership. However, this activity has started to decline as summer moves to an end. The bus terminal will be closed on the weekends again beginning the weekend after Labor Day. It will reopen at the beginning of November once the Holiday activities open in New York City.

Public Comments/Questions

- None

Executive Session

- None

Next Meeting Date

Thursday, September 22, 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 Treasurer Brenda Tutela

2nd Motion: Treasurer Richard J. Banach
All in Favor

Respectfully Submitted,

Pam Piner
Executive Director