

Township of Toms River Parking Authority

Meeting Minutes

Regular Meeting
April 27, 2023

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 Brenda Tutela	Absent
Commissioner Moshe Kupferstein	Absent
Commissioner Mike Maulshagen	Present

Additional Attendees are as follows:

Executive Director Pam Piner
Legal Counsel Joe Coronato, Jr.

Public Guests:

None

Approval of Minutes

March Minutes: Approval postponed to May meeting.

Approval of the April 2023 Bill List for the Parking Authority

Seventeen (17) checks totaling \$35,086.61 and Fifteen (15) electronic payments totaling \$27,403.99 and Two (2) checks from the NJT Trust Account totaling \$65,527.57.

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

2nd Motion: Commissioner Mike MaulShagen

All in Favor

Roll Call:

Vice Chairman Bill Beining	Yes
Commissioner Mike MaulShagen	Yes
Secretary Norvella Lightbody	Yes
Treasurer Brenda Tutela	Absent
Commissioner Moshe Kupferstein	Absent
Chairman Tariq Siddiqui	Yes

Approval of the April 2023 Bill List for the Park and Ride

Ten (10) checks totaling \$11,063.54

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

2nd Motion: Vice Chairman Bill Beining

All in Favor

Roll Call Vote:

Secretary Norvella Lightbody	Yes
Vice Chairman Bill Beining	Yes
Treasurer Brenda Tutela	Absent
Commissioner Moshe Kupferstein	Absent
Commissioner Mike Maulshagen	Yes
Chairman Tariq Siddiqui	Yes

Financial Overview

- The Parking Authority had YTD revenue as of March 2023 of \$213,839. This is \$11,430 Lower than the previous year. Total YTD expenses were \$104,660. An increase of \$16,024 compared to the previous year. Net YTD revenue was \$109,179. A decrease of \$27,455 compared to 2022..
 - Total Funds as of 04/30/23 was \$53,607
 - Unrestricted funds \$6,706
 - Reserve Funds \$22,161
 - Restricted Funds – PERS \$24,740
 - Outstanding payables as of 04/30//2023 was \$35,722 plus \$176,372 of employer’s pension contribution of which \$34,361 is current and will be paid in April 2023.
 - Total loan balances, as 04/30/2023 was \$13,599 plus \$450,000 pending for NJT.
- The Park and Ride had YTD revenue as of March 2023 of \$66,566. An increase of \$15,042 compared to 2022. YTD expenses were \$53,715. A reduction of \$3,172 compared to 2022. YTD net revenue was \$12,851 an increase of \$18,214 compared to 2022.
 - Total Funds as of 04/30/2023 was \$11,956
 - Unrestricted funds \$4,077
 - Reserved funds \$2,500
 - Restricted Funds – PERS \$5,279
 - Outstanding payables as of 04/30/2023 was \$384,795
 - General payables was \$12,585
 - NJT Draw \$132,000
 - Due to Parking Authority \$221,327

Unfinished Business

- **NJ/DOT Agreement:** No update
- **Maintenance Building Cleanup:** No Update
- **2023 Budget:** Pending update report from HFS for the 2020 Audit.

New Business

- **MUA Shared Services Agreement for 2023:** The approval for this agreement was postponed until the next meeting. There was no quorum for the vote as Chairman Tariq Siddiqui had to abstain due to a conflict of interest.
- **Commissioner Signatures for Ocean First Bank:** Required paperwork and signature cards were presented for Commissioner signatures. Signatures for Commissioners who were absent will be obtained by email.
- **Part Time Positions:** Director Pam Piner said that she had potential candidates for both ticket agent positions and the enforcement position. She was waiting for final acceptance from the candidates.

Public Comments/Questions

- None

Executive Session

- None

Next Meeting Date

Thursday, May 25, 2023 @ 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