

Township of Toms River Parking Authority

Meeting Minutes

Regular Meeting

August 3, 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	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
Legal Counsel Mr. Tom Gannon

Public Attendees are as follows:

Carol Murray – Ocean County Library
2 Employees of the Ocean County Library

Approval of Minutes

Motion to accept the Minutes of the June 2016 meeting: Approval postponed until the August meeting.

Approval of the July 2016 bill list for the Parking Authority

Thirty Six (36) checks totaling \$402,541.97.

Motion to accept bill list for the Parking Authority: Vice Chairman Tariq Siddiqui

2nd Motion: Treasurer Bill Beining

Abstention: None

All in Favor

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

Twelve (12) checks totaling \$16,171.77

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

2nd Motion: Secretary Norvella Lightbody

Abstention: None

All in Favor

Financial Overview

- **Parking Authority**

Revenue

- Total Revenue was \$12,560 higher than this time last year.
- Meter revenue was \$15,820 higher.
- Permit revenue was \$4,200 higher.
- Fine Revenue was \$12,280 lower.
- Bus commissions were \$1,793 higher. With Academy still be lower than previous year.
- Vending and ATM revenues were up by a total of \$4,811.

Expenses

- Administrative expenses were higher than 2015 by \$10,929.
- Operational expenses were \$2,138 higher than 2015.
- Net income was (\$41,145). Compared to previous year resulted in a negative change in the Authority's net position of \$188.

- **Park and Ride**

Revenue

- Revenue was lower than previous year by \$2,861. Fewer parking permits have been purchased but metered parking is up.

Expenses

- Expenses were currently lower than previous year by \$5,709.
- Net income was \$12,797. Compared to previous year resulted in a positive change in the Park and Ride's net position of \$2,848.

Unfinished Business

- **Rate Increase/Restructuring:** Everything is on track for an October 1st effective date.
- **New Single Space Meters:** The new meters have been ordered and will arrive mid-September.
- **Omnipark Conversion/Programming changes:** This will be completed in September.

New Business

- **Shared Services for Sheriff Street Lot:** An inter local agreement between the Parking Authority, Toms River Township and the Toms River Board of Education was approved regarding the enforcement of the TRBOE parking lot located on Sheriff Street. In addition, 15 spaces will be available for public parking at all times and an additional 50 spaces available for public parking after 3:00 pm Monday thru Friday and on weekends. The Parking Authority will supply a Multispace pay station, signage and will stripe and number the layout. After the Authority recoups any capital investment, revenue will be shared equally between the Authority and the Board of Education. This agreement will go into effect on September 6th.

A Motion was made to accept the Tri-party inter local agreement between the Authority, Township and the Board of Education regarding the Sheriff Street Lot:

Treasurer Bill Beining

2nd Motion: Secretary Norvella Lightbody

A Roll Call Vote was Taken:

Mike Sutton

Yes

Tariq Siddiqui	Yes
Norvella Lightbody	Yes
Bill Beining	Yes
Richard J. Banach	Absent
Brenda Tutela	Yes

- **Interlocal Agreements between the Township and the Parking Authority:** Mike Sutton, Tom Gannon and Pam Piner met with the Township Business Administrator, Paul Shives and Township Attorney, Ken Fitsimmons regarding updating the agreements between the Township and the Authority for enforcement of parking meters and the enforcement of the Municipal garage. These agreements have not been updated for several years. Once the draft is received from the Township they will be forwarded to the Parking Authority Commissioners.
- **Library Employee Concerns:** Carol Murray and two additional Ocean County Library employees attended the meeting to express their concerns regarding the new rate increase. Library employees regularly park at street meters close to the library and were concerned about the higher amount that will be charged to park on the street for eight hours. A conversation took place between the Board of Commissioners, Pam Piner, the Director of the Authority and the Library employees. The necessity for the rate increase and the importance of turning over short term street parking was explained. The discussion was ended with the Library employees protesting the increase with concerns that the new rates would eliminate people from visiting the downtown area.

Executive Session

No Executive Session was held

Public Comments/Questions

- See "Library Employee Concerns"

Next Meeting Date

Wednesday, August 31, 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: Secretary Norvella Lightbody

All in Favor

Respectfully Submitted,

Pam Piner
Executive Director