

Township of Toms River Parking Authority

Meeting Minutes

Regular Meeting
November 30, 2016

Call to order

The regular meeting of the Toms River Township Parking Authority was called to order at 4:30 p.m. by Vice 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:

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:

None

Approval of Minutes

Approval of the October 2016 Minutes was delayed until the next Board of Commissioners meeting.

Approval of the November 2016 bill list for the Parking Authority

Thirty Five (35) checks totaling \$299,298.83.

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 November 2016 bill list for the Park and Ride

Twelve (12) checks totaling \$11,548.60

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

2nd Motion: Vice Treasurer Richard J. Banach

Abstention: None

All in Favor

Financial Overview

- **Parking Authority**

Revenue

- Total Revenue was \$4,417 higher than this time last year.
- Meter revenue was \$22,540 higher.
- Permit revenue was \$5,613 higher.
- Fine Revenue was \$21,200 lower.
- Bus commissions were \$3,262 lower.
- Vending and ATM revenues were lower than last year for the first time by \$2,536.54.

Expenses

- Administrative expenses were higher than 2015 by \$23,373.
- Operational expenses were \$17,640 higher than 2015.
- Net income was (\$78,841). Compared to previous year resulted in a negative change in the Authority's net position of (\$39,680).
- All Expenses are under budget

- **Park and Ride**

Revenue

- Revenue was lower than previous year by \$1,167.

Expenses

- Expenses were lower than previous year by \$19,331.06.
- Net income was \$(5,884). Compared to previous year still resulted in a positive change in the Park and Ride's net position of \$18,165.

Unfinished Business

- **New Single Space Meters:** The EMV readers have been replaced and the meters seem to be functioning correctly. We will be credited \$27,500 or we can wait to see when the EMV readers will be ready for distribution.
- **2016 Operating and Capital Budget Amendments:** The amendments to the 2016 Operating and Capital Budgets were approved by the DLGS and returned to us with their certification.

New Business

- **DCA-Sandy Relief Office Location:** The DCA will be consolidating all of their Sandy Relief offices to their location on Main Street on April 1, 2017. They will need 35 parking decals. We are currently working on a plan to accommodate their parking needs.
- **Sovereign Bank Lot:** This lot is currently owned by Gary Lotano. Pam Piner will reach out to him to see if he would be willing to enter into a private/public parking contract.
- **Finley Heating and Cooling Lot:** Pam Piner will be reaching out to Jay Finley to see if he would be willing to enter into a private/public parking contract. This will help with the increased parking requirements on the North end of Main Street.

Executive Session

No Executive Session was Held

Public Comments/Questions

- No public attendance

Next Meeting Date

Wednesday, December 28, 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: Secretary Norvella Lightbody

2nd Motion: Commissioner Brenda Tutela

All in Favor

Respectfully Submitted,

Pam Piner
Executive Director