

Township of Toms River Parking Authority

Meeting Minutes

Regular Meeting
June 27, 2019

Call to order

The regular meeting of the Toms River Township Parking Authority was called to order at 4:45 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 Banach	Absent
Commissioner Brenda Tutela	Present

Additional Attendees are as follows:

Executive Director Pam Piner
Legal Counsel Tom Gannon

Public Guests:

None

Approval of Minutes

Motion to accept the Minutes of the May 2019 meeting: Vice Chairman Tariq Siddiqui

2nd Motion: Secretary Norvella Lightbody

All in Favor

Correction: Secretary Norvella Lightbody requested that the minutes be changed to state that "no written quote" was provided regarding the cost to recreate/update the web site.

Approval of the June 2019 Bill List for the Parking Authority

Twenty Seven (27) checks totaling \$276,209.45

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

2nd Motion: Commissioner Brenda Tutela

All in Favor

Roll Call Vote:

Chairman Mike Sutton	Yes
Vice Chairman Tariq Siddiqui	Yes
Secretary Norvella Lightbody	Yes
Treasurer Bill Beining	Yes
Vice Treasurer Richard J. Banach	Absent
Commissioner Brenda Tutela	Yes

Approval of the June 2019 Bill List for the Park and Ride

Fourteen (14) checks totaling \$17,155.50

Motion to accept bill list for the Park and Ride: Vice Chairman Tariq Siddiqui

2nd Motion: Commissioner Brenda Tutela

All in Favor

Roll Call Vote:

Chairman Mike Sutton	Yes
Vice Chairman Tariq Siddiqui	Yes
Secretary Norvella Lightbody	Yes
Treasurer Bill Beining	Yes
Vice Treasurer Richard J. Banach	Absent
Commissioner Brenda Tutela	Yes

Financial Overview

- Revenue for the Parking Authority through May 31, 2019 was \$25,453 higher than 2018. Administrative expenses were \$16,355 lower than 2018 and Operational expenses were \$35,464 lower than in 2018. Year to date net revenue for 2019 is \$78,656 higher than in 2018.
- Revenue for the Park and Ride through May 31, 2019 was \$920 higher than 2018 with expenses being lower by \$9,276. Year to date net revenue for the Park and Ride is \$10,197 higher than it was in 2018.
- The combined full year projection for the “Change in Net Position” is expected to be \$128,250 an improvement of \$75,994 from 2018.

Unfinished Business

- **New Meter Modems** IPS (single space meter vendor) sent an email stating that Verizon has committed to keeping 3G until 2021. Waiting to hear from ITS (pay station vendor) if they received the same commitment.
- **Park and Ride New Pay Stations and Pay By Cell:** The new pay stations for the Park and Ride are being configured and will be installed the 2nd week of July. Pay by Cell was implemented and active on June 1, 2019 at the Park and Ride.

New Business

- **Yellow Truck Replacement:** The 2004 Yellow Ford F250 pick up has a blown engine and cannot be fixed due to the corrosion on the bolts and other parts of the engine. The 2014 Ford Explorer has been assigned to the maintenance department until a new truck can be purchased in 2020.

Public Comments/Questions

- None

Executive Session No Executive Session was held

Next Meeting Date

Thursday, July 25, 2019 @ 4:45 p.m. in the Community 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: Treasurer Bill Beining

All in Favor

Respectfully Submitted,
Pam Piner
Executive Director