



## Legislation Details (With Text)

**File #:** 21-1354      **Version:** 1      **Name:** 2021 Petty Cash  
**Type:** Resolution      **Status:** Adopted  
**File created:** 9/15/2021      **In control:** Finance  
**On agenda:** 10/20/2021      **Final action:** 10/20/2021

**Title:** Dept/ Agency: Finance  
Action: (X) Ratifying (X) Authorizing ( ) Amending  
Purpose: Establishing Petty Cash Funds  
Period: January 1, 2021 through December 31, 2021  
Total Amount: \$8,750.00  
Additional Information:  
See the list below for custodians and amounts.

**Sponsors:** Council of the Whole

**Indexes:**

**Code sections:**

| Date       | Ver. | Action By         | Action | Result |
|------------|------|-------------------|--------|--------|
| 10/20/2021 | 1    | Municipal Council | Adopt  | Pass   |

**Dept/ Agency:** Finance

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**WHEREAS, N.J.S.A. 40A:5-21** authorizes the establishment of a Petty Cash Fund in any county or Municipality by application and resolution, and

**WHEREAS,** it is the desire of the City of Newark, County of Essex to establish such a fund for the following departments and agencies within the City of Newark totaling \$8,750.00 (Eight Thousand Seven Hundred Fifty Dollars and Zero Cents), for the Year 2021; and

**WHEREAS,** the custodians listed below for this fund are bonded and shall maintain records for this fund in a manner conducive to proper accounting and auditing procedures.

**NOW, THEREFORE, BE IT RESOLVED BY THE MUNICIPAL COUNCIL OF THE CITY OF NEWARK, NEW JERSEY, THAT:**

1. Pursuant to N.J.S.A. 40A:5-21, the Mayor of the City of Newark and/or his designee, the Director of the Department of Finance are hereby authorized and directed to establish a Petty Cash Fund for the following departments and agencies within the City of Newark totaling Eight Thousand Seven Hundred Fifty Dollars and Zero Cents (\$8,750.00) to be maintained by the following bonded

custodians for the Calendar Year 2021:

| <u>DEPARTMENT/DIVISION</u>                         | <u>CUSTODIAN</u>        | <u>AMOUNT</u> |
|--|-------------------------|---------------|
| <b>Department of Administration</b>                |                         |               |
| Office of Management and Budget                    | Darlene Tate            | \$500.00      |
| Division of Office Services                        | Gloria Valentine Westry | \$200.00      |
| <b>Department of Engineering</b>                   |                         |               |
| Director's Office                                  | Felicia Nazon           | \$250.00      |
| Division of Motors                                 | Van L. Crossen          | \$1,000.00    |
| <b>Department of Public Safety</b>                 |                         |               |
| Division of Police                                 | Joseph Pastore          | \$1,000.00    |
| <b>Office of the City Clerk</b>                    |                         |               |
| Office of the City Clerk                           | Kenneth Louis           | \$500.00      |
| <b>Office of the Municipal Council</b>             |                         |               |
| Office of the Municipal Council                    | Kenneth Louis           | \$500.00      |
| <b>Office of the Mayor and Agencies</b>            |                         |               |
| Office of the Mayor                                | Madalyn Roque           | \$500.00      |
| Office of the Municipal Court                      | Diane Riley             | \$500.00      |
| <b>Department of Water &amp; Sewer Utilities</b>   |                         |               |
| Division of Water Accounting & Customer Service    | Latesha Jessamy         | \$200.00      |
| Division of Water Supply, Director's Office        | Latesha Jessamy         | \$300.00      |
| Division of Water Supply, Central Avenue           | Latesha Jessamy         | \$500.00      |
| <b>Department of Health and Community Wellness</b> |                         |               |
| Director's Office                                  | Oluyinka Fadahunsi      | \$500.00      |
| Division of Medical Care Services                  | Oluyinka Fadahunsi      | \$ 50.00      |
| Division of Environmental Health                   | Oluyinka Fadahunsi      | \$ 50.00      |
| Division of Social Services                        | Oluyinka Fadahunsi      | \$ 50.00      |
| Division of Planning                               | Oluyinka Fadahunsi      | \$ 50.00      |
| Division of Surveillance and Prevention            | Oluyinka Fadahunsi      | \$ 50.00      |
| <b>Department of Finance</b>                       |                         |               |
| Director's Office                                  | Marlene Bragg           | \$200.00      |
| Division of Assessments                            | Aaron Wilson            | \$100.00      |
| <b>Department of Law</b>                           |                         |               |
| Law Department                                     | Kenyatta Stewart        | \$1000.00     |

**Department of Public Works**

Director's Office

Craig Smith

\$750.00

**TOTAL:**

**\$8,750.00**

2. This resolution is ratified from January 1, 2021 to the date of adoption by the Municipal Council of this authorizing resolution.

3. A copy of the adopted resolution shall be filed in the Office of the City Clerk and shall be made available for public inspection.

4. The City Clerk shall file two (2) copies of this resolution with the Director of Local Government Services for his approval.

**STATEMENT**

This Resolution ratifies and authorizes the Mayor of the City of Newark and/or his designee, the Director of the Department of Finance, to establish Petty Cash Funds for various Departments and Agencies for the Year 2021 for a combined total of \$8,750.00 and designate Bonded Custodians over the same.