



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>
Department of Administration		
Office of Management and Budget	Darlene Tate	\$500.00
Division of Office Services	Gloria Valentine Westry	\$200.00
Department of Engineering		
Director's Office	Felicia Nazon	\$250.00
Division of Motors	Van L. Crossen	\$1,000.00
Department of Public Safety		
Division of Police	Joseph Pastore	\$1,000.00
Office of the City Clerk		
Office of the City Clerk	Kenneth Louis	\$500.00
Office of the Municipal Council		
Office of the Municipal Council	Kenneth Louis	\$500.00
Office of the Mayor and Agencies		
Office of the Mayor	Madalyn Roque	\$500.00
Office of the Municipal Court	Diane Riley	\$500.00
Department of Water & Sewer Utilities		
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
Department of Health and Community Wellness		
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
Department of Finance		
Director's Office	Marlene Bragg	\$200.00
Division of Assessments	Aaron Wilson	\$100.00
Department of Law		
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.