



## Legislation Details (With Text)

**File #:** 19-0206      **Version:** 1      **Name:** 2019 Petty Cash  
**Type:** Resolution      **Status:** Adopted  
**File created:** 1/31/2019      **In control:** Finance  
**On agenda:** 3/20/2019      **Final action:** 3/20/2019

**Title:** Dept/ Agency: Finance  
Action: (X) Ratifying (X) Authorizing ( ) Amending  
Purpose: Establishing Petty Cash Funds  
Period: January 1, 2019 through December 31, 2019  
Total Amount: \$8,750.00  
Additional Information:  
See Exhibit for custodians and amounts

**Sponsors:** Council of the Whole

**Indexes:**

**Code sections:**

Date	Ver.	Action By	Action	Result
3/20/2019	1	Municipal Council	Adopt	Pass

**Dept/ Agency:** Finance

**Action:** (X) Ratifying (X) Authorizing ( ) Amending

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**Additional Information:**

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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 2019; 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 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 \$8,750.00 to be maintained by the following bonded custodians for the calendar Year 2019:

<b><u>DEPARTMENT/DIVISION</u></b>	<b><u>CUSTODIAN</u></b>	<b><u>AMOUNT</u></b>
<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	Magalis Armand	\$200.00
Division of Assessments	Aaron Wilson	\$100.00
<b>Department of Law</b>		
Law Department	Kenyatta Stewart	\$1,000.00
<b>Department of Public Works</b>		
Director's Office	Khalif Thomas	\$750.00

**TOTAL**

**\$8,750.00**

2. This resolution is ratified from January 1, 2019 to the date of adoption by the Municipal Council.
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 and/or his designee, the Director of the Department of Finance, to establish Petty Cash Funds for various Departments and Agencies for the Year 2019 for a combined total of \$8,750.00 (Eight Thousand Seven Hundred Fifty Dollars and Zero Cents) and designate Bonded Custodians over same.