



Legislation Details (With Text)

File #: 12-0786 **Version:** 1 **Name:** Petty Cash Fund
Type: Resolution **Status:** Filed
File created: 3/28/2012 **In control:** Finance
On agenda: 5/16/2012 **Final action:** 5/16/2012

Title: Dept/ Agency: Finance
Action: (X) Ratifying (X) Authorizing () Amending
Purpose: Establishing Petty Cash Funds
Period: January 1, 2012 through December 31, 2012
Total Amount: \$ 9,550.00
Additional Information:
See below for custodians and amounts

Sponsors:

Indexes:

Code sections:

Date	Ver.	Action By	Action	Result
5/16/2012	1	Municipal Council	Adopt	Pass

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WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund in any county of 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 \$9,550.00 for the Year 2012; and

WHEREAS, the previous custodians of the petty cash funds for the Division of Motors, Police Department and Division of Assessments were William Petolino, Eugene Venable and Evelyn Laccitiello respectively; and

WHEREAS, in accordance with N.J.S.A. 40:5-21, the City desires to change the custodians of the 2012 Petty Cash Funds for the Division of Motors, Police Department and Division of Assessments as follows:

Van L. Crossen, Division of Motors
Daniel Gonzalez, Police Department
Romal Bullock, Division of Assessments

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 \$9,550.00 to be maintained by the following bonded custodians for the calendar Year 2012:

<u>DIVISION</u>	<u>CUSTODIAN</u>	<u>AMOUNT</u>
Department of Administration		
Business Administrator's Office	Sharon Brown	\$ 500.00
Office of Management and Budget	Darlene Tate	\$ 500.00
Office of Emergency Management	Tarrandia Knight	\$ 500.00
Division of Office Services	Gloria Valentine Westry	\$ 200.00
Department of Engineering		
Director's Office	Felicia Nazon	\$ 100.00
Division of Motors	Van L. Crossen	\$1,000.00
Division of Traffic & Signals	Bethzaida Seguinot	\$ 100.00
Department of Neighborhood & Recreational Services		
Division of Parks & Grounds	Kimberly Moore	\$ 100.00
Division of Recreation & Cultural Affairs	Kimberly Moore	\$ 100.00
Division of Inspection & Enforcement	Kimberly Moore	\$ 100.00
Division of Sanitation	Kimberly Moore	\$ 100.00
Police Department		
Police Department	Daniel Gonzalez	\$ 1,000.00
Office of the City Clerk		
Office of the City Clerk	Robert Marasco	\$ 500.00
Office of the Municipal Council		
Office of the Municipal Council	Robert Marasco	\$ 500.00
Office of the Mayor and Agencies		
Office of the Mayor	Henrique Ferreira	\$ 500.00
Office of the Municipal Court	Diane Riley	\$ 500.00
Department of Water & Sewer Utilities		
Division of Water Accounting & Customer Services	Sharon Armour	\$ 200.00
Division of Water Supply, Director's Office	Sharon Armour	\$ 300.00
Division of Water Supply, Central Avenue	Sharon Armour	\$ 500.00
Department of Health & Human Services		
Director's Office	Cathy Lardieri	\$ 500.00
Division of Medical Care Services	Cathy Lardieri	\$ 50.00
Division of Environmental Health	Cathy Lardieri	\$ 50.00
Division of Social Services	Cathy Lardieri	\$ 50.00
Division of Planning	Cathy Lardieri	\$ 50.00
Division of Surveillance & Prevention	Cathy Lardieri	\$ 50.00
Department of Finance		
Director's Office	Magalis Armand	\$ 200.00
Division of Assessments	Romal Bullock	\$ 100.00
Department of Economic & Housing Development		
Department of Economic & Housing Development	Yolanda Rosario	\$ 200.00

Law Department

Law Department	Anna P. Pereira	\$ 1,000.00
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Total		\$ 9,550.00
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2. A copy shall be filed in the Office of the City Clerk and shall be made available for public inspection.
3. That two copies of this resolution be filed with the Director of Local Government Services for his approval.

STATEMENT

This resolution 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 2012 totaling \$9,550.00.