



Legislation Details (With Text)

File #: 13-0244 **Version:** 2 **Name:**
Type: Resolution **Status:** Filed
File created: 2/11/2013 **In control:** Finance
On agenda: 4/17/2013 **Final action:** 4/17/2013
Title: Dept/ Agency: Finance
Action: (X) Ratifying (X) Authorizing () Amending
Purpose: Establishing Petty Cash Funds
Period: January 1, 2013 - December 31, 2013
Total Amount: \$ 9,150.00
Additional Information:

Sponsors:

Indexes:

Code sections:

| Date | Ver. | Action By | Action | Result |
|-----------|------|-------------------|--------|--------|
| 4/17/2013 | 2 | 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 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 \$9,150.00 for the Year 2013; 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 \$9,150.00 to be maintained by the following bonded custodians for the calendar Year 2013:

| <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 |

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 |
|----------------|-----------------|-------------|

Total **\$ 9,150.00**

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 2013 totaling \$9,150.00.