

City of Newark

City Hall 920 Broad Street Newark, New Jersey 07102

Legislation Text

File #: 21-1354, Version: 1

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.

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:

DEPARTMENT/DIVISION	CUSTODIAN	<u>AMOUNT</u>
Department of Administration Office of Management and Budget Division of Office Services	Darlene Tate Gloria Valentine Westry	\$500.00 \$200.00
Department of Engineering Director's Office Division of Motors	Felicia Nazon Van L. Crossen	\$250.00 \$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 Office of the Municipal Court	Madalyn Roque Diane Riley	\$500.00 \$500.00	
Department of Water & Sewer Utilities Division of Water Accounting &			
Customer Service Division of Water Supply, Director's Office	Latesha Jessamy Latesha Jessamy	\$200.00 \$300.00	
Division of Water Supply, Central Avenue	Latesha Jessamy	\$500.00	
Department of Health and Community Director's Office Division of Medical Care Services Division of Environmental Health Division of Social Services Division of Planning Division of Surveillance and Prevention	y Wellness Oluyinka Fadahunsi Oluyinka Fadahunsi Oluyinka Fadahunsi Oluyinka Fadahunsi Oluyinka Fadahunsi Oluyinka Fadahunsi	\$500.00 \$ 50.00 \$ 50.00 \$ 50.00 \$ 50.00	
Department of Finance Director's Office Division of Assessments	Marlene Bragg Aaron Wilson	\$200.00 \$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

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Services for his approval.

STATEMENT

This Resolution ratifies and authorizes the Mayor of the City of Newarkand/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.