



Legislation Details (With Text)

File #: 14-0194 **Version:** 1 **Name:** Establishing Petty Cash
Type: Resolution **Status:** Filed
File created: 2/10/2014 **In control:** Finance
On agenda: 3/19/2014 **Final action:** 3/19/2014
Title: Dept/ Agency: Finance
Action: () Ratifying (X) Authorizing () Amending
Purpose: Establishing Petty Cash Funds
Period: 2014 Calendar Year
Total Amount: \$8,950.00
Additional Information:

Sponsors:

Indexes:

Code sections:

Date	Ver.	Action By	Action	Result
3/19/2014	1	Municipal Council	Adopt	Pass

Dept/ Agency: Finance
Action: () Ratifying (X) Authorizing () Amending
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Total Amount: \$8,950.00
Additional Information:

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 \$8,950.00 for the Year 2014; 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 HE CITY OF NEWARK, NEW JERSEY, THAT:

1. Pursuant to N.J.S.A. 40A:5-21, the Mayor and/or his designee, the Acting 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 \$8,950.00 to be maintained by the following bonded custodians for the calendar Year 2014:

DIVISION

CUSTODIAN

AMOUNT

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	Joseph Perieria	\$ 1,000.00
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Office of the City Clerk

Office of the City Clerk	Robert Marasco	\$ 500.00
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Office of the Municipal Council

Office of the Municipal Council	Robert Marasco	\$ 500.00
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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

Div. of Water Account. & Cust. Serv.	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 Child Family Well Being

Director's Office	Fidelia Odutola	\$ 500.00
Division of Medical Care Services	Fidelia Odutola	\$ 50.00
Division of Environmental Health	Fidelia Odutola	\$ 50.00
Division of Social Services	Fidelia Odutola	\$ 50.00
Division of Planning	Fidelia Odutola	\$ 50.00
Division of Surveillance & Prevention	Fidelia Odutola	\$ 50.00

Department of Finance

Director's Office	Magalis Armand	\$ 200.00
Division of Assessments	Romal Bullock	\$ 100.00

Law Department

Law Department	Anna P. Pereira	\$ 1,000.00
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Total		\$ 8,950.00
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2. A certified copy of this resolution shall be filed in the Office of the City Clerk and shall be made available for public inspection.
3. That two (2) certified copies of this resolution be filed with the Director of Local Government Services for their approval.

STATEMENT

This resolution authorizes the Mayor and/or his designee, the Acting Director of the Department of Finance to establish Petty Cash Funds for various Departments and Agencies for the Year 2014 totaling \$8,950.00.