

CASH MANAGEMENT PLAN

Resolution No. PA 18-06-005

WHEREAS, N.J.S. 40A:5-14, Local Fiscal Affairs Law, requires that each local government entity adopt a Cash Management Plan designed to assure the deposit, investment and proper disbursement of local funds; now, therefore, be it

RESOLVED, that the Commissioners of the City of Passaic Parking Authority does hereby adopt the following Cash Management Plan:

A. DESIGNATION OF DEPOSITORIES

The following institutions are designated as permissible depositories for the deposit of City funds:

- TD BANKNORTH
- VALLEY NATIONAL BANK
- CAPITAL ONE
- AMBOY NATIONAL BANK

All depositories must conform to the Governmental Unit Deposit Protection Act ("GUDPA"), and shall provide a Notification of Eligibility from the State of New Jersey, Department of Banking, on a semi-annual basis. In addition, designated depositories shall maintain maximum FDIC or FSLIC coverage of all City funds on deposit.

B. DEPOSIT OF FUNDS

All funds shall be deposited within forty-eight (48) hours of receipt, in accordance with N.J.S. 40A:5-15, into appropriate fund operating accounts. Interest bearing operating and capital accounts shall be regularly monitored for the availability of funds for investment. Debt Service and Trust accounts shall be maintained in accordance with Federal and State statutes regulating such funds. Payroll, Developers' Escrow deposits and other agency funds, which represent funds of individuals and other organizations held by the City, shall be deposited in regular, interest bearing checking accounts unless applicable State statutes direct otherwise. Grant funds shall be deposited in accordance with regulations of the granting government or agency.

C. INVESTMENT INSTRUMENTS AND PROCEDURES

The City may purchase those investments permitted in N.J.S. 40A:5-15.1, which include:

- United States Treasury Bonds, Notes and Bills
- United States Government Agency and Instrumentality Obligations
- New Jersey Arbitrage Rebate Management Fund
- Savings Bank Deposits and Certificates of Deposit
- State of New Jersey Cash Management Fund

The parking Authority may purchase other obligations approved by the Division of Investment of the Department of Treasury for investment by local units.

Investments shall be limited to a maturity of not more than one year unless a longer term is permitted by applicable Federal or State regulations. Allowable investments with maturities which extend beyond the end of the City's fiscal year shall be permitted. The purchase of Certificates of Deposit shall be made based on the availability of funds for investment and the analysis of projected cash flows.

D. DISBURSEMENT OF FUNDS

All funds shall be disbursed as authorized and directed by the Commissioners, except that the Chief Financial Officer shall have the authority to make the following disbursements prior to receiving the approval of the Municipal Council:

- Payroll Withholding Amounts
- Debt Service
- Purchase of Investments
- Interfunds
- Petty Cash Reimbursements
- Insurance Premiums
- Salaries and Wages
- Statutory Expenses

Any disbursements made prior to Commissioner's approval shall be listed and included in the Payment of Bills for the first available council meeting following said disbursement for Municipal Council approval.

Disbursements shall be executed via electronic wire transfer of funds by the Chief Financial Officer, or designated staff member, when that method of payment will result in an operating and/or financial benefit to the City.

E. PETTY CASH FUND

Reimbursements for expenditures through the Petty Cash Fund shall be made within the limits approved by the Director of the Division of Local Government Services. The Petty Cash Fund shall be maintained in accordance with N.J.S. 40A:5-21. Individual reimbursements from the Petty Cash Fund shall not exceed \$50 per item. The following Petty Cash Funds shall be maintained:

NONE

F. BONDING

The following officials shall be covered by surety bonds; said surety bonds to be examined by the independent auditor to insure their proper execution:

Chief Financial Officer

Treasurer

Staff members of the Department of Finance and Tax Collection not covered by separate surety bonds shall be covered by a Public Employee's Faithful Performance Bond.

G. COMPLIANCE

The Cash Management Plan of the City of Passaic Parking Authority shall be subject to the approval of the Authority's Legal Counsel, and shall be subject to the annual audit, conducted pursuant to N.J.S. 40A:5-4.

As stated in N.J.S. 40A:5-14, the official(s) charged with the custody of City funds shall deposit them as instructed by this Cash Management Plan, and shall thereafter be relieved of any liability or loss due to the insolvency or closing of any designated depository.

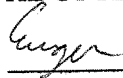
If, at any time, this Cash Management Plan conflicts with any regulation of the State of New Jersey, or any department thereof, the applicable State regulations shall apply.

INTRODUCED BY
COMMISSIONER: Daniel Ritz

SECONDED BY
COMMISSIONER: Adam Buckstein

Record of Commissioner Vote	Aye	Nay	Abstain	Absent
Denise Perez				x
Jose Balbi	x			
Tiffany Allen	x			
Adam Buckstein	x			
Daniel Ritz, Chairman	x			
	x			
Eugene Shpilsky	x			

ADOPTED ON: July 20, 2018


Chairman Date

Amada D. Curling, Secretary Date