

R 18 - 2019

**RESOLUTION OF THE BOROUGH OF MADISON APPROVING CASH
MANAGEMENT PLAN FOR THE YEAR 2019**

WHEREAS, N.J.S.A. 40A:5-14 provides that each municipality shall adopt a cash management plan annually by majority vote of the governing body; and

WHEREAS, the Chief Financial Officer recommends adoption of the Cash Management Plan attached hereto; and

WHEREAS, the Chief Financial Officer provides a monthly report to the governing body for review.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Madison, in the County of Morris and State of New Jersey that the Cash Management Plan of the Borough of Madison is approved in the form attached hereto for the year 2019.

ADOPTED AND APPROVED
January 2, 2019

ROBERT H. CONLEY, Mayor

Attest:

ELIZABETH OSBORNE, Borough Clerk

**2019 CASH MANAGEMENT PLAN AND INVESTMENT POLICY
FOR THE BOROUGH OF MADISON**

1) Cash Management and Investment Objectives

The Borough of Madison's objectives in this area are:

- a) Preservation of capital.
- b) Adequate safekeeping of assets.
- c) Maintenance of liquidity to meet operating needs and claims settlements.
- d) Maximization of total return, consistent with risk levels.
- e) Investment of assets in accordance with the State of New Jersey Laws and Regulations.
- f) Accurate and timely reporting of interest earnings.

2) Permissible Investments

Investments shall be limited to the following:

- a) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America, including securities of, or other interests in, any open-end or closed-end management type investment company or investment trust registered under the "Investment Company Act of 1940" 54 Stat.847 (15 U.S.C. 80a-1 et seq.), purchased and redeemed only through the use of national or state banks located within this state, if the portfolio of that investment company or investment trust is limited to bonds or other obligations of the United States of America, bonds or other obligations guaranteed by the United States of America and repurchase agreements fully collateralized by bonds or other obligations guaranteed by the United States of America, which collateral shall be delivered to or held by the investment company or investment trust, either directly or through an authorized custodian;
- b) Bonds of any Federal Intermediate Credit Bank, Federal Home Loan Bank, Federal Land Bank, Federal National Mortgage Associates or of any United States Bank for Cooperatives, which have a maturity date not greater than twelve (12) months from the date of purchase;
- c) Bonds or other obligations, having a maturity date not more than twelve (12) months from the date of purchase, approved by the Division of Investment of the Department of Treasury for investment by local units.

3) Authorized Depositories

In addition to the above, the Borough of Madison is authorized to deposit funds in Certificates of Deposit and other time deposits in banks covered by the Governmental Unit Depository Protection Act, N.J.S.A. 17:9-14 et seq. (GUDPA).

The Borough of Madison is also authorized to invest its assets in the New Jersey Cash Management Fund.

4) Authority For Investment Management

The Chief Financial Officer is authorized and directed to make investments, with a maturity of from one to twelve (12) months through commercial banks, which are to be selected by the Chief Financial Officer in consultation with the Borough Administrator. Their actions and decisions shall be consistent with this plan and all appropriate regulatory constraints.

5) Preservation of Capital

Securities shall be purchased with the ability to hold always until maturity.

6) Safekeeping

Securities purchased on behalf of the Borough of Madison shall be delivered electronically or physically to the Borough of Madison's custodial bank, which shall maintain custodial and/or safekeeping accounts for such securities on behalf of the Borough of Madison.

7) Selection of Asset Managers, Custodial Banks and Operating Banks

Custodial banks shall be retained by the Chief Financial Officer in consultation with the Borough Administrator for periods of one (1) year. Additionally, the Borough of Madison shall maintain the ability to change custodial banks annually based upon performance appraisals and upon reasonable notice, and based upon changes in policy or procedures.

8) Audit

This plan, and all matters pertaining to the implementation of it, shall be subject to the Borough of Madison's annual audit.

9) Cash Flow Projections

Asset maturity decisions shall be guided by cash flow factors prepared by the Chief Financial Officer for the Borough of Madison.

10) Cash Management

All moneys turned over to the Chief Financial Officer, Tax Collector and all staff positions shall be deposited within forty-eight (48) hours in accordance with N.J.S.A. 40A:5-15. In the event a check is made payable to the Chief Financial

Officer rather than the Borough of Madison, the following procedure is to be followed:

a) The Chief Financial Officer notifies the payer, returns the check and requests that the check be made payable directly to the Borough of Madison.

The Chief Financial Officer shall minimize the possibility of idle cash accumulating in accounts by assuring that all amounts in excess of negotiated compensating balances are kept in interest bearing accounts or promptly swept into the investment portfolio.

The method of calculating banking fees and compensating balances shall be documented and kept on file for review.

Cash may be withdrawn from investment pools under the discretion of the Chief Financial Officer only to fund operations, claims, imprest accounts or approved debt payments.

11) Checks Payable

All monies payable to the Borough shall be made payable to the "Borough of Madison".

JAMES E. BURNET, IV
Chief Financial Officer
Borough of Madison