

Township of New Hanover
County of Burlington
State of New Jersey

Resolution Number 2019-06

Establishing a Cash Management Plan

WHEREAS, pursuant to Chapter 8, Laws of 1982, the Township of New Hanover is required to adopt a Cash Management Plan, including the Designation of a Depository or Depositories.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of New Hanover, a municipal Corporation of the County of Burlington in the State of New Jersey, that the Cash Management Plan dated January 1, 2019, and on file in the offices of the Municipal Clerk and Chief Financial Officer and adopted for the year 2019, shall be replaced with the attached Cash Management Plan; and

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the Chief Financial Officer.



Mayor

IT IS HEREBY CERTIFIED that this is a true copy of a resolution adopted by the Township Committee of the Township of New Hanover, County of Burlington, State of New Jersey, on the 1st day of January, 2019. IN WITNESS WHEREOF I have hereunto set my hand and affixed the seal of the Township of New Hanover the 1st day of January, 2019.



Township Deputy Clerk

Record of Vote

	Moved	Second	Yes	No	Abstained	Absent
Koshak		✓	✓			
Murphy			✓			
Peterla			✓			
Rigney			✓			
Roohr	✓		✓			

CASH MANAGEMENT PLAN OF THE TOWNSHIP OF NEW HANOVER

I. STATEMENT OF PURPOSE

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits ("Deposits") and investment ("Permitted Investments") of certain public funds of the Township of New Hanover ("Township") pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decision made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximated the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments. This cash management plan is subject to the township's annual audit.

II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN

- A. The Plan is intended to cover the deposit and/or investment of the following funds and accounts of the Township:

Current, Dog, Developer or Trust Escrow, Tax Collector, Municipal Alliance, Township Clerk, Municipal Court Bail Account, Municipal Court Regular Account, Payroll, Affordable Housing Trust Fund, Petty Cash, Public Defender Trust Fund, General Capital Fund, and Grant Fund

III. DESIGNATION OF OFFICIALS OF THE TOWNSHIP OF NEW HANOVER AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN

The Chief Financial Officer of the Township of New Hanover (the "Designated Official") is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted investments, such officials of the Township are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgement kept on file with such officials.

IV. DESIGNATION OF DEPOSITORIES

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of Deposit which are not otherwise invested in Permitted Investments as provided for in the Plan:

Beneficial Bank, Republic Bank

All such depositories shall acknowledge in writing receipts of this Plan by sending a copy of such acknowledgement to the Designated Official(s) referred to in Section III above.

V. DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIALS MAY DEAL

The following brokerage firms and/or dealers and other institutions are hereby designated as firms with whom the Designated Official(s) of the Township referred to in this Plan may deal for purposes of buying and selling securities identified in this plan as Permitted Investments or otherwise providing for the Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this plan by sending a copy of such acknowledgement to the Designated Official(s) referred to in Section III above.

VI. AUTHORIZED INVESTMENTS

- A. Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:
1. Bonds or other obligations of the United States of America or Obligations guaranteed by the United States of America
 2. Government money market mutual funds
 3. Any obligation that a federal agency or a federal instrumentality has issued in accordance with any act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor.
 4. Bonds or other obligations of the Local Unit or bonds or other obligation of school districts of which the Local Unit is a part or within which the school district is located

5. Bonds or other obligations having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units
6. Local government investment pools
7. Deposits with the State of New Jersey Cash Management Fund established pursuant to Section 1 of P.L. 1977, c. 281 (C.52:18 A-90.4); or
8. Agreements for the repurchase of fully collateralized securities if:
 - a) the underlying securities are permitted investments pursuant to Paragraph 1. and 3. of this subsection a.
 - b) the custody of collateral is transferred to a third party
 - c) the maturity of the agreement is not more than 30 days
 - d) the underlying securities are purchased through a public depository as defined in Section 1 of P.L. 1970, c. 236 (C.17:9-41), and
 - e) a master repurchase agreement providing for the custody and security of collateral is executed

For purposes of the above language, the terms “government money market mutual fund” and “local government investment pool” shall have the following definitions:

Government Money Market Mutual Fund. An investment company or investment trust:

- a) which is registered with the securities and Exchange Commission under the “Investment Company Act of 1940”, 15U.S.C. Sec. 80a-1 et seq., and operated in accordance with 17 C.F.R. sec. 270.2a-7;
- b) The portfolio which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; and
- c) which has:
 - (i) attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or

(ii) retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the "Investment Advisors Act of 1940," 15 U.S.C. sec. 80b-1 et seq., with experience investing in U.S. Government Securities for at least the most recent past 60 months and with assets under management in excess of \$500 million

Local Government Investment Pool. An investment pool:

a) which is managed in accordance with 17 C.F.R. sec. 270, 2a-7;

b) which is rated in the highest category by nationally recognized statistical rating organization

c) which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270, 2a-7 and repurchase agreements that are collateralized by such U.S. Government securities

d) which is in compliance with rules adopted pursuant to the "Administrative" Procedure Act, P.L. 1968, c. 410 (c. 52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of investments

e) which does not permit investment in instruments that: are subject to high price volatility with changing market conditions; cannot reasonable be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and

f) which purchases and redeems investments directly for the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or state bank located within this state, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c. 9 (C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization of not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of

New York its position in and borrowing on such U.S. Government securities.

VII. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGEMENT OF RECEIPT OF PLAN

To the extent that any Deposit of Permitted Investment involves a document or security which is not physically held by the Township, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Township. To assure that there is no unauthorized use of the funds of the Permitted Investments or Deposits. Purchase of any permitted investments that involve securities shall be executed by a "delivery versus payment" method to insure that such Permitted Investments are either received by the Township or by a third party custodian prior to or upon the release of the Township's funds.

To assure that all parties with whom the township deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official(s).

VIII. REPORTING REQUIREMENTS .

On the 21st day of each month during which this plan is in effect, the Designated Official(s) referred to in Section III hereof shall supply to the governing body of the Township, a written report of any Deposits or Permitted Investments made pursuant to this plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of the Township as a Deposit of a Permitted Investment.
- B. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- C. The class or type of securities purchased or Deposits made.
- D. The book value of such Deposits or Permitted Investments.
- E. The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- F. The fees incurred to undertake such Deposits or Permitted Investments.

- G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month
- H. All other information which may be deemed reasonable from time to time by the governing body of the Township.

IX. TERM OF PLAN

This plan shall be in effect from January 1, 2016 to December 31, 2016. Attached to this plan is a resolution of the governing body of the Township of New Hanover approving this plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Committee, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received that copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.