

BOROUGH OF RIVER EDGE
RESOLUTION #26-29

Adopt Cash Management Plan

WHEREAS it is in the best interest of the Borough of River Edge to earn additional revenue through the investment and prudent management of its cash receipts and cash on hand; and

WHEREAS, P.L.1997, Chapter 148, approved June 30, 1997 is an act concerning the Local Fiscal Affairs Law, and amends N.J.S.A.40A:5-2 and N.J.S.A.40A:5-14; and

WHEREAS, this law requires that each local unit shall adopt a Cash Management Plan; and

NOW, THEREFORE, BE IT RESOLVED that the following shall constitute the Cash Management Plan for the Borough of River Edge, and that the Borough of River Edge shall deposit its funds pursuant to this plan:

**CASH MANAGEMENT PLAN OF THE BOROUGH OF RIVER EDGE
IN THE COUNTY OF BERGEN, NEW JERSEY**

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 for the Borough of River Edge ("Borough"), 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 decisions 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 approximates 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.

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:

**Current Fund, Capital Fund, Trust Other Fund, Trust Fund, Animal
Control Fund, Recreation Commission Fund.**

- B. It is understood that this Plan is not intended to cover certain funds and accounts, specifically:

**Unemployment Fund, Self-Insurance Fund, Bond and Coupon Account, Payroll
Account, Agency Account.**

III. Designation of Officials Authorized To Make Deposits and Investments Under the Plan

The Chief Financial Officer and Deputy Treasurer are hereby authorized and directed to deposit and/or invest the funds referred to in the Plan.

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 in this Plan:

- **PNC Bank New Jersey**, 1050 Main Street, River Edge, N.J. 07661
- **M & T Bank**, 249 Kinderkamack Road, Oradell, N.J. 07649
- **Bank of America**, 25 N. Maple Ave., Ridgewood, N.J. 07450
- **N.J. Cash Management Fund**, State Street Bank & Trust Company, PO Box 5994, Boston, MA
- **Valley National Bank**, 350 Kinderkamack Road, Oradell, NJ 07649
- **TD Bank**, 275 Forest Avenue, Paramus, N.J. 07652

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) 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 Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to the Designated Official(s) referred to in Section III above.

PNC Capital Markets, Inc.

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 obligations that a federal agency or a federal instrumentality has issued in accordance with an 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 obligations of school districts of which the Local Unit is a part of

- 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 investments by Local Units;
 - (6) Local government pools;
 - (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L.1977, c. 281 (C.52:18A-90.4); or
 - (8) Agreements for the repurchase of fully collateralized securities if:
 - (a) the underlying securities are permitted investments pursuant to paragraphs (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," 15 U.S.C. sec. 80a-1 et seq., and operated in accordance with 17 C.F.R. sec. 270.2a-7.
- (b) the portfolio of 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 the repurchase of 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 the 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. 2701a-7;
- (b) which is rated in the highest category by a 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 the investments;

- (e) which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably 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 from 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 if 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 for New York its position in and borrowing on such U.S. Government securities.

- B. Notwithstanding the above authorization, the monies on hand in the following funds and accounts shall be further limited as to maturities, specific investments or otherwise as follows:

Payroll and Agency Account – Non-Interest Bearing Compensatory Accounts.

VII. Safekeeping Custody Payment and Acknowledgement of Receipt of Plan.

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Borough 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 Borough to assure that there is no unauthorized use of the funds or 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 Borough or by a third party custodian prior to or upon the release of the Borough's funds.

To assure that all parties with whom the Borough 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.

Upon request, during which this Plan is in effect, the Designated Official(s) referred to in Section III hereof shall apply to the government of the Borough a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at

minimum, the following information:

- A. The name of any institution holding funds of the Borough as a Deposit or 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 Borough

IX. Wire and ACH Banking Best Practices (Joint Insurance Fund (“JIF”) requirements).

Wire transfers payments are completed the same day while ACH payments take 1-2 business days for the transaction to be completed. Banking institutions have indicated that ACH payments are more secure than wire transfers. The following requirements must be part of your wire transfer and ACH payments policy:

- A. Identify at least two authorized individuals in the covered entity who are authorized to execute and confirm wire transfers and ACH payments respectively. The Official with financial administrative rights that is tasked with this process is required to have an appropriate level of responsibility. This official will set up the wire transfer or the ACH payment and the other official, also with an appropriate level of responsibility will authorize the release of the wire or ACH payment directly with the bank utilizing a separate platform other than the electronic platform utilized to initiate the wire, i.e., Telephone call or Phone Text, not an email on the same network.
- B. Free form wire transfers and ACH payments must be blocked in the banking system. Only wire transfers where an approved wire or ACH template is authorized are allowed. Wire and ACH Template authorizations should go through the same approval process as noted in a. above, wherein the Finance office initiates and the Administrative office confirms. Also, any changes to a template must be authorized using this same process. A wire transfer or ACH payment requires at least two forms of verification from the vendor bank before a transfer can be authorized.

The verification should include: (i) Multi-factor authentication for each authorized user; (ii) user verbal authorization and verbal confirmation using phone contact information on file, not the phone number in an email; and (iii) a limited email exchange to confirm the wire transfer. The additional factor(s) can be a text with a code sent to an authorized user's smartphone, a hard token, or biometrics. The email exchange shall never contain specific information relating to the actual contents of the transfer.

- C. For all wire/ACH transfer of funds, the following information is required:
 - i. Must create a template for all transactions.
 - ii. Name of person spoken to, including the recipient vendor title and telephone number.
 - iii. Name of the two individuals from the covered entity that verbally and in writing confirmed the authorization of the transfer, and the receiving bank information, including routing number, account number and dollar amount.
 - iv. Confirming telephone call to vendor/receiving entity verifying transfer authorization, receiving bank information including routing number, account number and dollar amount.
 - v. Memorialization of the transfer and confirmation of completion of the transaction.
 - vi. Exception to the above is when a recurring transaction with an established template is transacted, steps iii-v will not have to be completed.
- D. Memorialization of each transfer/payment must be filed with the Chief Financial Officer and made available for audit.
- E. A detailed description of all wire transfers and ACH payments must be filed with the Chief Administrative Officer and the Clerk.
- F. Verbally confirm, within 24 hours, with receiving vendor/entity that the funds were credited to their account.
- G. Entities are required to establish a policy restricting the frequency of wire transfers to infrequent or emergent matters, and real estate transactions, rather than for routine payments to vendors. The frequency of fraudulent transactions for wire transfers is far greater than for checks. Templates must be set up for wire transfers and ACH payments.
- H. Entities are required to placing a dollar limit on wire transfers and ACH payments that is reasonable to your size entity but recognize when setting that limit that your coverage is limited to the maximum coverage of the crime policy and your entity will be responsible for any losses between the coverage limits and the wire limit you set.
- I. Establish on-line banking alerts for all wires & ACHs changes to a template. The online banking policy must include a requirement that the wire/ACH is not released until the recipient of the alert approves it.
- J. Covered entities are required to restrict all permissions on international

wires. Authorized users are required to set up the restrictions on the banking institution's on-line system.

- K. Each Chief Financial Officer must utilize blocks and alerts in their banking system to ensure that any transactions not specifically authorized will be flagged by the banking system, and the Chief Financial Officer must authorize each flagged transaction. The use of a Payee Positive Pay system for all checks and ACH transactions is required. Additionally, daily review of overnight transactions and balances to identify any unusual transactions or events is strongly recommended.
- L. Notify the bank and Chief Financial Officer/Treasurer/Responsible individual immediately if suspicious activity is detected.

X. Disclosure.

Any Governing Body member or official involved in the designation of depositories or in the authorization of investments permitted by Section III and IV, or in the selection of an entity seeking to sell securities to the local unit, who has a material business or personal relationship with the organization, shall disclose that relationship to the Governing Body, the public and the Local Finance board. The Governing Body member or official shall submit a letter to the Borough Clerk who shall list this as correspondence received at the next public meeting and shall forward a copy to the Local Finance Board.

XI. Term of Plan.

This Plan shall be in effect from January 1, 2026 to December 31, 2026. Attached to this Plan is a resolution of the governing body of the Borough 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 Governing Body, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

January 6, 2026

	Motion	Second	Yes	No	Abstain	Absent
Montisano-Koen						
Kinsella						
Malellari						
Glass						
Dhariwal						
Feffer						
Mayor Papaleo						

I hereby certify that this resolution, consisting of 7 page(s), was adopted at a meeting of the Mayor and Council of the Borough of River Edge, held on this 6th day of January, 2026.

Anne Dodd, Borough Clerk