

RESOLUTION NO. 2024-349

**RESOLUTION OF THE BOROUGH OF SEASIDE PARK, COUNTY OF OCEAN, STATE OF NEW JERSEY, APPROVING
AND ACCEPTING THE CORRECTIVE ACTION PLAN OF THE CHIEF FINANCIAL OFFICER FOR THE 2023 ANNUAL
REPORT OF AUDIT**

WHEREAS, the 2023 audit contained comments and recommendations of the Borough Auditor concerning corrective action to be taken by the Borough of Seaside Park; and

WHEREAS, the Chief Financial Officer has developed a corrective action plan in response to the Auditor's comments and recommendations as contained in the 2023 audit; and

WHEREAS, a copy of said corrective action plan is attached hereto and made a part hereof as Schedule A; and

WHEREAS, the governing body wishes to acknowledge, accept and implement the corrective action plan prepared by the Chief Financial Officer for the 2023 audit.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Seaside Park, County of Ocean, State of New Jersey, as follows:

1. That the Mayor and Borough Council do hereby acknowledge, accept, and authorize the implementation of the corrective action plan prepared by the Chief Financial Officer in response to the Borough Auditor's comments and recommendations in the 2023 audit.
2. That a certified copy of this resolution, together with a copy of the corrective action plan, a copy of the audit, and a copy of the comments and recommendations of the Borough Auditor shall be submitted by the Borough Clerk to the Division of Local Government Services within ten (10) days of adoption of the within resolution.
3. That a certified copy of this resolution shall also be forwarded by the Borough Clerk to the Chief Financial Officer and the Borough Auditor.

CERTIFICATION

I, JENNA JANKOWSKI, RMC, do hereby certify that the foregoing is a true copy of a resolution adopted by the Governing Body of the Borough of Seaside Park at a meeting held on the 19th day of December 2024.


JENNA JANKOWSKI, RMC, Borough Clerk
Borough of Seaside Park

Schedule A



Finding 2023-001

The general ledger was not timely maintained in the Boroughs financial reporting system.

Corrective Action: Due to bank reconciliations not done properly, general ledger entries were not made in a timely manner. Going forward, the Chief Financial Officer will complete the bank reconciliations. In addition, the Cash Management Plan will be revised to include Finance staff advising the Chief Financial Officer regarding errors made immediately.

Finding 2023-002

The Borough’s Utility Operating, Utility Capital and Grant Funds reflect over expenditures.

Corrective Action: Finance Staff have been advised to bring any payments that exceed budget to the attention of the Chief Financial Officer before payment is made so proper budget lines can be charged.

Finding 2023-003

On December 31, 2023, the Bank Accounts were not accurately reconciled.

Correction Action: The Chief Financial Officer will complete bank reconciliations going forward.

