

CITY OF PASSAIC  
RESOLUTION NO. 24-08- 199

**RESOLUTION TO APPROVE THE CORRECTIVE ACTION PLAN FOR THE  
CALENDAR YEAR 2023 AUDIT REPORT OF THE CITY OF PASSAIC**

**WHEREAS**, the Division of Local Government Services requires the Chief Financial Officer to file "Corrective Action Plan", attached hereto, outlining the actions to be taken by the City relative to the findings and recommendations in the annual report, and

**WHEREAS**, the "Corrective Action Plan" shall be prepared by the Chief Financial Officer with assistance from other officials affected by the audit findings and recommendations, and

**WHEREAS**, the governing body of the is required by resolution, to approve said "Corrective Action Plan", and

**WHEREAS**, the "Corrective Action Plan", as prepared by the Chief Financial Officer and approved by the governing body, shall be placed on file and made available for public inspection in the office of the City Clerk,

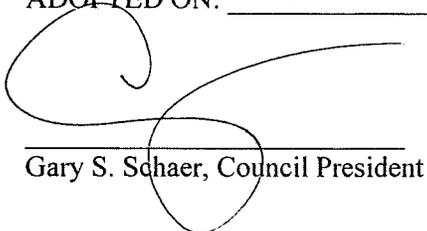
**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Passaic hereby approves the "Corrective Action Plan" for the calendar year 2023 Audit Report submitted by the Chief Financial Officer.

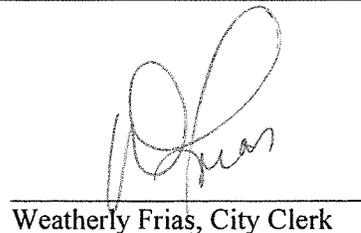
INTRODUCED BY COUNCILPERSON: Terrence Love

SECONDED BY COUNCILPERSON: Maritza Colon-Montanez

Record of Council Vote on Final Passage	Aye	Nay	Abstain	Absent
COLON-MONTANEZ, M.	X			
GARCIA, J.				X
LOVE, T.	X			
MELO, T.	X			
MUNK, C.	X			
SCHAER, G.	X			
SCHWARTZ, D.	X			

ADOPTED ON: August 6, 2024

  
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Gary S. Schaer, Council President

  
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Weatherly Frias, City Clerk

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CITY CLERK'S OFFICE  
PASSAIC, N.J.

**Calendar Year 2023 Findings:**

1. **Description:** Grant receivable and appropriated reserve reports be reviewed and adjusted with the audit balances.

**Corrective Action:** The finance office has begun its review of the grant reports from various departments in order to reconcile to the audit.

**Implementation:** In progress in 2024 and continues.

2. **Description:** Grant receivable balances be reviewed and continued efforts be made to collect balances due or cancelled of record where deemed uncollectible.

**Corrective Action:** Open grant balances will be reviewed by the respective departments to determine its validity. Reimbursement requests are being prepared by the various departments and will be submitted to the various grant agencies.

**Implementation:** In progress in 2024 and continues. Certain grant amounts have already been collected in 2024.

3. **Description:** Outstanding tickets in the Municipal Court over six months be recalled and reassigned.

**Corrective Action:** Tickets not issued within six months will be recalled by the Court Administrator and reassigned.

**Implementation:** In progress in 2024 through year-end.

4. **Description:** Prior year outstanding checks be reviewed and cleared of record.

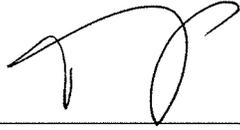
**Corrective Action:** Outstanding checks determined to be stale dated will be voided by resolution.

**Implementation:** October 2024.

Prepared By: Omar J. Garcia, Director of Finance

Accepted By: Mayor and Council  
Regular Meeting held August 6, 2024

Certified By:



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Gary Schaer  
Council President



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Weatherly Frias  
City Clerk