

Village of Thornton

Bank Reconciliation Additional Documentation for month ending April 2026

Prepared by: Simone Jackson, Treasurer

Bank Adjustments

| Item | Amount | Explanation |
|-------------------------------|---------------|---|
| Partial credit card clearance | \$1,001.72 | Only \$406.00 of deposit #97 cleared during April. |
| Partial credit card clearance | \$280.00 | Only \$350.00 of deposit #93 cleared during April. |
| Module clearing issue | \$244.57 | Variance of \$244.57 identified related to ACH copier vendor payment (Great American Finance). Payment cleared the bank but remains reflected as an outstanding disbursement within the reconciliation module. Research indicates a system/reconciliation timing or duplicate clearing issue rather than an unrecorded cash transaction. Pending final verification within Caselle. (Support ticket submitted). Verification steps taken: <ul style="list-style-type: none">• Traced the bank activity,• Confirmed the ACH cleared,• Verified the outstanding item,• Recognized the books-to-bank direction of the variance |

Reconciliation Exceptions/Adjusting Entries

Receipt transaction reviewed and verified against payment register activity. Original receipt, void, and reissued payment are properly reflected in the source transaction history. Reconciliation module displays an apparent system-generated discrepancy (\$305.00 and separate -\$7.46 entry) inconsistent with underlying transaction detail. Based on review, issue appears to be a system/reconciliation module anomaly rather than a cash or posting error. Item documented for monitoring and potential vendor support follow-up.