STATE OF DELAWARE
OFFICE OF THE STATE TREASURER BANK RECONCILIATIONS

## AGREED-UPON PROCEDURES

QUARTER ENDED DECEMBER 31, 2014

# STATE OF DELAWARE OFFICE OF THE STATE TREASURER <br> BANK RECONCILIATIONS <br> QUARTER ENDED DECEMBER 31, 2014 <br> TABLE OF CONTENTS 

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# Zelenkofske Axelrod LLC 

Independent Accountants' Report on Applying Agreed-Upon Procedures

Kathleen Davies<br>Chief Administrative Auditor<br>Office of Auditor of Accounts<br>State of Delaware

We have performed the procedures enumerated below, which were agreed to by the Office of the State Treasurer and the Office of Auditor of Accounts, State of Delaware, solely to assist you in the evaluation of the bank reconciliations of the Office of the State Treasurer as of December 31, 2014. The Office of the State Treasurer's management is responsible for the State of Delaware's (the "State") bank reconciliations. This agreed-upon procedures engagement was performed in accordance with Government Auditing Standards, issued by the Comptroller General of the United States, and the attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Our procedures and findings are as follows:

1. Compared the list of accounts generated from the First State Financials (FSF) Activity by Balance Sheet Account (DGLO46) to the bank accounts reconciled by the Office of the State Treasurer and the accounts included as part of each quarter's ending cash balance in FSF cash accounts 11000, 11001, 11002, 11005, 11006, 11007, 11010, 11011, 11012, 11017, 11023, 11024, and 11025 and found them in agreement.

Performed the following procedures regarding agency and department level reconciliations:
a. We discussed the reconciliation process with the Office of the State Treasurer, noting that the DGL046 report used for the monthly Treasurer's FSF reconciliation provides information by bank code only, not by agency/department level.
b. Currently, there is not a system report that shows a breakout of the Office of the State Treasurer ending cash balances at the agency or department level. As a result, the Office of the State Treasurer completes the monthly Treasurer's to FSF reconciliation at the statewide level only (by bank code, as detailed on the DGL046). Detailed information is not available to complete a reconciliation at the agency/department level or to provide cash balances at the agency/department level as of a specified point in time.

## Zelenkofske Axelrod LLC

2. We obtained the required quarterly reconciliation format comparing the Ending Balance on the DGL046 "Cash account subtotals" page to the FSF Daily Validity Report (DGL060) "STATE TOTALS" page for the quarter ended December 31, 2014 as detailed below.

FSF Balance Sheet Account to Daily Validity Report Reconciliation - Cash and Investments December 31, 2014

Combined Cash Balance as of December 31, 2014 per DGL046
\$1,884,143,899

Less Encumbrances and Remaining Spending Authority per DGL060:

|  |  | Encumbered |  | Remaining Spending Authority |  | Total |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| NSF-20 |  |  |  |  |  |  |
| (Nonappropriated Special |  |  |  |  |  |  |
| Funds) | \$ | 77,246,888 | \$ | 1,347,945,392 |  | 1,425,192,280 |

Remaining balance left to satisfy other fund types
$458,951,619$
ASF HOLD-30
(Appropriated Special Funds)
84,740,796
$398,168,114$
482,908,910
Remaining balance left to satisfy other fund types
$(23,957,291)$
GF-03
(General Fund - prior year continuing)
$27,176,262$
64,952,129
92,128,391
GF-04
(General Fund - prior year encumbrance balance)

6,130,922
2,511,585
$8,642,507$
Remaining balance left to satisfy other fund types
(124,728,189)
GF-01
(General Fund - regular
appropriations) 258,446,456 1,666,402,046 1,924,848,502
GF-02
(General Fund - supplemental appropriations) 307,478

21,429,711 $21,737,189$

Cash and Investments at the Office of the State Treasurer as of December 31, 2014 in excess (deficit) of all fund balances
$\$(2,071,313,880)$
3. We determined the bank account balances held by the Office of the State Treasurer are not sufficient to support the use of the fund types listed at procedure \#2 at December 31, 2014.

## Zelenkofske Axelrod LLC

4. Obtained the Office of the State Treasurer's reconciliation of bank balances to FSF as of December 31, 2014, and performed procedures \#5-\#9 below.
5. Agreed each bank balance to the actual bank statements, and also agreed each book balance to the DGL046 report. No exceptions were noted.
6. Obtained explanations and examined supporting documentation for reconciling items over $\$ 3,368,000$, including the subsequent clearing of these reconciling items in the following months. No exceptions were noted.
7. Recalculated the reconciliations for mathematical accuracy. No exceptions were noted.
8. Compared the types and amounts of reconciling items over $\$ 3,368,000$ for nonrecurring items. Nonrecurring items are any items that are not outstanding deposits, outstanding checks - vendor and Division of Revenue accounts, ACH payments, general journal vouchers and Treasury vouchers. No items were noted that were both over $\$ 3,368,000$ and nonrecurring.
9. Agreed the cash balance reflected in the reconciliations to the Monthly Financial Report submitted by the Secretary of Finance to the Governor and members of the General Assembly. No exceptions were noted.
10. Obtained and reviewed the Office of the State Treasurer's bank reconciliation policies and procedures dated February 28, 2000, in order to determine if these policies and procedures were applied when the Office of the State Treasurer performed its December 31, 2014 reconciliation. We noted that the 2000 policy document was still in effect for the reconciliation process to FSF; there were no material changes to the reconciliation process. No deviation from written policy was noted.
11. Obtained the wire transfer log for the quarter. Selected all significant transfers between accounts in excess of $\$ 3,368,000$ for the quarter and agreed the transfer information to the applicable month's bank statements, ensuring both sides of the transfer actually occurred within one business day. No exceptions were noted.
12. Agreed the transfer activity obtained in procedure \#11 to the appropriate postings in the accounts on the DGL046 report. No exceptions were noted.
13. Haphazardly selected the following five wire transfers between accounts in the quarter from the zero-balance bank accounts and agreed the net activity to the corresponding clearing in the concentration bank account. In addition, agreed the monthly posting of the zero balance and concentration activity to the DGL046 report. No exceptions were noted.

| Quarter ended December 31, 2014 | Wire Date |  | Amount |  |
| :--- | ---: | :--- | :--- | ---: |
|  | $10 / 06 / 14$ |  | $6,749,627.74$ |  |
|  | $10 / 16 / 14$ |  | $\$$ | $40,107,875.59$ |
|  | $11 / 10 / 14$ |  | $\$$ | $885,475.53$ |
|  | $12 / 04 / 14$ |  | $\$$ | $123,529,242.81$ |
|  | $12 / 22 / 14$ |  | $\$$ | $3,953,684.49$ |

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14. Obtained the Office of the State Treasurer's General Account Cash Reconciliation as of December 31, 2014, summarized the quarter's reconciliations into the form of Exhibit A, and performed the following procedures:
a. Agreed the bank account information to the corresponding bank statements. No exceptions were noted.
b. Agreed the ending book balance to the ending balance as reported in the Reconciliation to Accounting Exhibit $B$ and the to the quarter-end reconciliation. No exceptions were noted.
15. Obtained the monthly rollforward of cash activity from the Office of the State Treasurer, summarized the quarterly activity and obtained the "Proof of Cash Reconciliation" in the form of Exhibit C, and performed the following procedure:
a. Agreed the beginning balances to the prior month's ending balances and agreed the ending balances to the monthly reconciliations. No exceptions were noted.

We were not engaged to, and did not, conduct an audit, the objective of which would be the expression of an opinion on the specified bank reconciliations. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the Office of the State Treasurer and the Office of the Auditor of Accounts, State of Delaware, and is not intended to be, and should not be, used by anyone other than those specified parties. However, under 29 Del. C. §10002(1), this report is a public record and its distribution is not limited. This report is required by statue, was provided to the Governor of the State of Delaware, the State of Delaware Controller General, the State of Delaware Attorney General, and the State of Delaware Office of Management and Budget.

## Zelenhosthe Axelood LLC

ZELENKOFSKE AXELROD LLC
Harrisburg, Pennsylvania
March 4, 2015

## STATE OF DELAWARE OFFICE OF THE STATE TREASURER bANK RECONCILIATIONS

General Account Cash Reconciliation

Quarter ended December 31, 2014

| Balance per Citizens Bank | $\$$$1,054,061$ <br> Balance per Mellon Bank <br> Bank balance at December 31, 2014$\quad 127,997,099$ |
| :--- | ---: |

Additions:

| Investments managed by Wilmington Trust, account number 830754 | $186,506,934$ |
| :--- | ---: |
| Investments managed by Wachovia Bank, account number 830751 | $187,070,864$ |
| Receivables from various sources | 135,470 |
| Deposits in transit | $(172,257)$ |
| Balance at Bank of New York Mellon, account number 353608 | $56,161,805$ |
| Balance at Bank of New York Mellon-JPMorgan, account number 830766 | $227,527,093$ |
| Balance at Bank of New York Mellon, account number 830760, 830762, and 830763 | $471,969,812$ |
| Balance at Bank of New York Mellon, account number 830764 and 830765 | $303,794,962$ |
| Fidelity Government Obligation Bonds 2014A | 801,967 |
| Fidelity Government Obligation Bonds 2014C | $236,014,858$ |
| Balance at Wilmington Trust, DELGIP, account number 830755 | 2,931 |
| Wilmington Trust Land and Water Conservation Trust Fund \#1, account number 830758 | $78,664,501$ |
| Balance at Bank of America, Division of Corp. State Lockbox, account number 2001800374 | $(470,762)$ |
| Balance at Wilmington Trust, Morgan Greenfield Intermediate, account number 830759 | $67,876,972$ |
| Balance at Bank of America, Labor Lockbox | 500 |
| Balance at JP Morgan Chase, Corp Lockbox | $1,167,624$ |
| Fidelity 2013 MMLPA | 739,179 |
| Balance at PNC Bank, Concentration, account number 5694010993 | $7,705,211$ |
| Balance at PNC Bank, DMR Special Services, account number 56-94003988 | 269,071 |
| US Bank - Bonds \#1075400 | 639,035 |

## Subtotal

1,826,405,770
Deductions
Outstanding zero-balance accounts (ZBAs) - outstanding checks
Payable for bank errors
69,908,244
Payable to Mellon 07/98
11,088
Payable to PNC Bank miscellaneous adjustments
Subtotal
Balance per State Treasurer's books, adjusted December 31, 2014

| Bank Account | Bank Balance | Accounting Total (FSF-DGL046) | Total Account Variance | General Ledger Adjustments |  | Variances Bank to Ledger | Variances <br> FSF/DFMS to Ledger |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | 14,335.37 |  |  |  |  |  |
|  |  |  |  | Outstanding Deposits-FY 2015 | 1,045,384.36 |  | 1,045,384.36 |
|  |  |  |  | Bank Error | 0.50 |  | 0.50 |
|  |  |  |  | CWA | 0.00 | 0.00 |  |
|  |  |  |  | Outstanding Deposits (prior FY10) | (11.09) |  | (11.09) |
|  |  |  |  | Over/Short (FY2010) | 79.84 | 79.84 |  |
|  |  |  |  | Deposits in Transit (old to FY2009) | 86,395.29 | 170,974.82 | $(84,579.53)$ |
|  |  |  |  | CRs done to wrong bank code (old to FY2009) | $(39,017.79)$ |  | $(39,017.79)$ |
|  |  |  |  | MW/JV needed (prior FY2010) | $(35,156.98)$ |  | $(35,156.98)$ |
|  |  |  |  | Need JV's | $(2,111.30)$ |  | $(2,111.30)$ |
|  |  |  |  | Open Receivables (old to FY 2009) | $(15,807.23)$ | $(15,807.23)$ |  |
|  |  |  |  | Voucher Done to wrong bank account | (29.99) |  | (29.99) |
|  |  |  |  | Paperwork Variances with Other Bank Accounts |  |  |  |
|  |  |  |  | NEED TRV | 0.00 |  |  |
| Offset Adjustment $\quad 1,054,060.98$ |  | $0.00 \quad 0.00$ |  |  |  |  |  |
| 1,054,060.98 |  |  | 1,039,725.61 |  |  | 155,247.43 | 884,478.18 |
|  |  | $\overline{265,053.84}$ | Bank Errors(bank)/Cks Cleared(pw-Book)(old-FY09) (2,633.21) |  |  |  |  |
|  |  |  |  | Bank Errors(bank)/Cks Cleared(pw-Book)(FY10-FY15) | (81.04) | $\begin{array}{r}6,539.89 \\ 0.00 \\ \hline\end{array}$ | (81.04) |
|  |  |  |  | Direct Deposit Receivable (old-FY09) | 40,120.04 | $\begin{aligned} & (9,167.08) \\ & (7,710.56) \end{aligned}$ | $\begin{array}{r} 49,287.12 \\ 194,692.79 \\ 152,922.88 \end{array}$ |
|  |  |  |  | Direct Deposit Receivable (FY10-15) | 186,982.23 |  |  |
|  |  |  |  | Cancelled Checks(old-FY09) | 152,922.88 |  |  |
|  |  |  |  | Cancelled Checks(FY10-FY13) | 626.40 |  | $\begin{array}{r} 152,922.88 \\ 626.40 \end{array}$ |
|  |  |  |  | Stale Dated Checks(old-FY09) | $(51,880.37)$ |  |  |
|  |  |  |  | Stale Dated Checks(FY15) | 1,807.84 |  |  |
|  |  |  |  | Need JV-Handwritten checks(8/11-9/11,1/12,3/12) | $(1,661.52)$ |  | $\begin{array}{r} 1,807.84 \\ (1,661.52) \\ (263,195.03) \end{array}$ |
|  |  |  |  | Pay Cycle Adjustments(old to FY01) | $(263,195.03)$ |  |  |
|  |  |  |  | Pay Cycle Adjustments(PHRST)(FY02) | $(302,190.38)$ |  | $\begin{aligned} & (263,195.03) \\ & (302,190.38) \end{aligned}$ |
|  |  |  |  | Pay Cycle Adjustments(PHRST)(FY03) | (267,632.16) |  | $\begin{gathered} (267,632.16) \\ 94,358.85 \end{gathered}$ |
|  |  |  |  | Pay Cycle Adjustments(PHRST)(FY04) | 94,358.85 |  |  |
|  |  |  |  | Pay Cycle Adjustments(PHRST)(FY05) | (143,665.93) |  | $94,358.85$$(143,665.93)$$(277,530.56)$ |
|  |  |  |  | Pay Cycle Adjustments(PHRST)(FY06) | $(277,530.56)$ |  |  |
|  |  |  |  | Pay Cycle Adjustments(PHRST)(FY07) | $(125,053.38)$ |  |  |
|  |  |  |  | Pay Cycle Adjustments(PHRST)(FY08) | $(24,346.64)$ |  | $\begin{array}{r} (125,053.38) \\ (24,346.64) \end{array}$ |
|  |  |  |  | Pay Cycle Adjustments(PHRST)(FY09) | $(29,288.06)$ |  |  |
|  |  |  |  | Pay Cycle Adjustments(PHRST)(FY10) | $(116,153.70)$ |  |  |
|  |  |  |  | Pay Cycle Adjustments(PHRST)(FY11) | $(17,449.96)$ |  | $\begin{array}{r} (116,153.70) \\ (17,449.96) \end{array}$ |
|  |  |  |  | Pay Cycle Adjustments(PHRST)(FY12) | $(79,197.08)$ |  | $(79,197.08)$$(73,428.25)$ |
|  |  |  |  | Pay Cycle Adjustments(PHRST)(FY13) | $(73,428.25)$ |  |  |
|  |  |  |  | Pay Cycle Adjustments(PHRST)(FY14) | $(6,119.15)$ |  | $\begin{array}{r} (73,428.25) \\ (6,119.15) \end{array}$ |
|  |  |  |  | Pay Cycle Adjustments(PHRST)(FY15) | 1,293.71 |  | $\begin{gathered} (6,119.15) \\ 1,293.71 \end{gathered}$ |
|  |  |  |  | Group Life/Dental | 7,813.40 |  | $7,813.40$$334,994.90$ |
|  |  |  |  | PHRST unidentified variance (FY02-FY10) | 334,994.90 |  |  |
|  |  |  |  | PHRST unidentified variance (FY11) | 25,963.29 |  | $\begin{array}{r} 334,994.90 \\ 25,963.29 \end{array}$ |
|  |  |  |  | Vendor Refund Variances | 73,821.98 |  | $\begin{aligned} & 25,963.29 \\ & 73,821.98 \end{aligned}$ |
|  |  |  |  | Tax Adjustments | 246,452.56 |  | $\begin{array}{r} 73,821.98 \\ 246,452.56 \end{array}$ |
|  |  |  |  | Personal Reimbursements | 70,100.38 |  | $\begin{array}{r} 70,100.38 \\ (244.00) \\ (29,986.59) \end{array}$ |
|  |  |  |  | Personal Reimbursements(Need JV-FY13-FY15) | (244.00) |  |  |
|  |  |  |  | Misc Variances | $(29,986.59)$ |  |  |
|  |  |  |  | Outstanding Checks | 309,424.71 | 309,424.71 |  |
|  |  |  |  | Paperwork Variances with Other Bank Accounts |  |  |  |
|  |  |  |  | Checks Cleared Monthly Journal Entry | 0.00 |  |  |
| Offset Adjustment |  | $0.00 \quad 0.00$ |  |  |  |  |  |
|  | 0.00 | 265,053.84 | (265,053.84) |  |  | 299,086.96 | (564,140.80) |
|  |  | $(470,761.91)$ |  |  |  |  |  |
|  |  |  |  | Transits Interest- Need CR | $\begin{aligned} & 0.00 \\ & 0.00 \end{aligned}$ | 0.00 | 0.00 |

Page 6
See accompanying independent accountants' report on applying agreed-upon procedures.

| Bank Account | Bank Balance | Accounting Total (FSF-DGL046) | Total Account Variance | General Ledger Adjus |  | Variances Bank to Ledger | Variances FSF/DFMS to Ledger |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | Outstanding Deposits <br> Bank Error <br> Paperwork Variances with Other Bank Accounts Need TRV from JPM Lockbox <br> ECC: Need TRV | $\begin{aligned} & 0.00 \\ & 0.00 \\ & \\ & 0.00 \\ & 0.00 \end{aligned}$ | 0.00 | 0.00 |
| Offset Adjustment |  | 0.00 | 0.00 |  |  |  |  |
|  | (470,761.91) | (470,761.91) | 0.00 |  |  | 0.00 | 0.00 |
|  |  | 500.00 |  | Outstanding Deposits | 0.00 |  | 0.00 |
| Offset Adjustment |  |  |  | Paperwork Variances with Other Bank Accounts Need TRV to Corp Lockbox ECC: Need TRV | $\begin{aligned} & 0.00 \\ & 0.00 \end{aligned}$ |  |  |
|  |  | 0.00 | 0.00 |  |  |  |  |
|  | 500.00 | 500.00 | 0.00 |  |  | 0.00 | 0.00 |
| ${ }^{2}$ |  | 0.00 |  | Outstanding Deposits | $\begin{aligned} & \hline 0.00 \\ & 0.00 \end{aligned}$ |  | 0.00 0.00 |
| Offset Adjustment |  |  |  | Paperwork Variances with Other Bank Accounts |  |  |  |
|  |  |  |  | Need TRV-Daily Wire | 0.00 |  |  |
|  |  | 0.00 | 0.00 |  |  |  |  |
|  | 0.00 | 0.00 | 0.00 |  |  | 0.00 | 0.00 |
|  |  | 7,746,460.43 |  | Bank Errors(bank)/Cks Cleared(pw-Book)(old-FY09) | 10,999.62 | 48,705.07 | (37,705.45) |
|  |  |  |  | Outstanding Deposits -DNREC | 0.00 |  | 0.00 |
|  |  |  |  | Credit Card Fees (old-FY10) | $(6,507.39)$ | $(6,507.39)$ |  |
| $\square$ |  |  |  | Over/Shorts (FY10) | (20.00) | (20.00) |  |
|  |  |  |  | Vendor ACH PMT- Returned- Need CR | 2,500.00 |  | 2,500.00 |
|  |  |  |  | Open Payables | 0.30 | 0.30 |  |
|  |  |  |  | JV Needed for Payroll On demand Check | (750.40) |  | (750.40) |
|  |  |  |  | JV Needed for Wire Returned | (671.00) |  | (671.00) |
|  |  |  |  | Need Manual Pmt- Pension Bank Fee | (609.56) |  | (609.56) |
|  |  |  |  | JV Needed for Child Support | 0.00 | 0.00 | 0.00 |
|  |  |  |  | Need TRV-Bonds | (0.02) |  | (0.02) |
|  |  |  |  | Daily wire JV done wrong amt-12/26/13 | 0.60 |  | 0.60 |
|  |  |  |  | Misc Adjustment | 1.01 | 0.00 | 1.01 |
|  |  |  |  | MW Done Early | $(46,192.67)$ | 0.00 | $\begin{gathered} (46,192.67) \\ 0.00 \end{gathered}$ |
|  |  |  |  | Paperwork Variances with Other Bank Accounts |  |  |  |
|  |  |  |  | Need TRV Checks Cleared Monthly Journal Entry | $\begin{aligned} & 0.00 \\ & 0.00 \end{aligned}$ |  |  |
| Offset Adjustment |  | 0.00 | 0.00 |  |  |  |  |
|  | 7,705,210.92 | 7,746,460.43 | (41,249.51) |  |  | 42,177.98 | $\underline{(83,427.49)}$ |
|  |  | 0.00 |  |  | 0.00 |  | $\begin{aligned} & \hline \hline 0.00 \\ & 0.00 \end{aligned}$ |
| Offset Adjustment |  |  |  | Paperwork Variances with Other Bank Accounts |  |  |  |
|  |  |  |  | Checks Cleared Monthly Journal Entry | 0.00 |  |  |
|  |  | 0.00 | 0.00 |  |  |  |  |
|  | 0.00 | 0.00 | 0.00 |  |  | 0.00 | 0.00 |
|  |  | $(38,575,054.57)$ |  | Bank Errors(bank)/Cks Cleared(pw-Book)(old-FY09) | $(55,178.09)$ | (40,759.16) | (14,418.93) |
|  |  |  |  | Bank Errors(bank)/Cks Cleared(pw-Book)(FY10-FY15) | 6,253.99 | 6,830.99 | (577.00) |
| Vendor |  |  |  | Cancelled Checks (old to FY09) | (11,996.80) |  | $(11,996.80)$ |
|  |  |  |  | Cancelled Checks (FY10) | 0.00 |  | 0.00 |
|  |  |  |  | ACH Returns (old-FY10) | (2,133.78) |  | $(2,133.78)$ |
|  |  |  |  | ACI Pymts Outstanding | 12,844.05 |  | 12,844.05 |

See accompanying independent accountants' report on applying agreed-upon procedures.

\begin{tabular}{|c|c|c|c|c|c|c|c|}
\hline Bank Account \& Bank
Balance \& Accounting Total (FSF-DGL046) \& Total Account Variance \& \multicolumn{2}{|c|}{General Ledger Adjustments} \& Variances Bank to Ledger \& Variances FSF/DFMS to Ledger \\
\hline \multirow[b]{2}{*}{Offset Adjustment} \& \& \& \& \begin{tabular}{l}
Misc Adjustments \\
Forgery Credits \\
Stale Dated Checks(old-FY09) \\
Stale Dated Checks(FY10-FY15) \\
Paid Check -Cancelled in FSF-Need TRV 18000 \\
July 2010 Cancelled check twice in FSF \\
Ck 804761-returned by pnc \\
FSF Variance \\
Outstanding checks \\
Paperwork Variances with Other Bank Accounts \\
Checks Cleared Monthly Journal Entry
\end{tabular} \& \(3,478.13\)
\((1,186.27)\)
\(10,167.31\)
\(239,749.93\)
0.00
0.00
0.00
\(138,507.01\)
\(38,234,549.09\)
0.00 \& 38,234,549.09 \& \(3,478.13\)
\((1,18.27)\)
\(10,167.31\)
\(239,749.93\)
0.00
0.00
0.00
\(138,507.01\) \\
\hline \& 0.00 \& 0.00
\((38,575,054.57)\) \& 38,575,054.57 \& \& \& 38,200,620.92 \& 374,433.65 \\
\hline \multirow{3}{*}{Offset Adjustment} \& \& (19,510,583.68) \& \& \begin{tabular}{l}
ACH Pmt processed Oct paid Nov \\
ACH Returns - FY11 \\
ACH Returns - FY12 \\
ACH Returns -FY13 \\
ACH Returns -FY14 \\
ACH Returns -FY15 \\
Reversal Vouchers-FY11 \\
Need TRV-June 13 \\
Wire Service Fees \\
Paperwork Variances with Other Bank Accounts Checks Cleared Monthly Journal Entry
\end{tabular} \& \begin{tabular}{r}
\hline \(23,998,789.72\) \\
\((48,448.22)\) \\
\((1,002.73)\) \\
\(2,088.94\) \\
\(22,483.86\) \\
\((4,476,792.45)\) \\
\(13,404.56\) \\
90.00 \\
\((30.00)\) \\
\\
0.00
\end{tabular} \& 23,998,789.72 \& \[
\begin{array}{r}
(48,448.22) \\
(1,002.73) \\
2,088.94 \\
22,483.86 \\
(4,466,922.45) \\
13,404.56 \\
90.00 \\
(30.00)
\end{array}
\] \\
\hline \& \& 0.00 \& (0.00) \& \& \& 0.00 \& \\
\hline \& 0.00 \& (19,510,583.68) \& 19,510,583.68 \& \& \& 23,998,789.72 \& \(\underline{(4,488,206.04)}\) \\
\hline \& \& 126,583,086.34 \& \& \& \& \& \\
\hline \multirow{3}{*}{Offset Adjustment} \& \& \& \& \begin{tabular}{l}
Outstanding Deposits-FY 2011 \\
Outstanding Deposits-FY 2013 \\
Outstanding Deposits-FY 2014 \\
Outstanding Deposits-FY 2015 \\
TRV-Bond Pmt- \\
Need Manual Pmt- \\
PW done twice- \\
Need Manual Pmt \\
Need TRV from WTC-Bonds \\
TRV Correction-TTF \\
Paperwork Variances with Other Bank Accounts \\
Need TRV-Daily wire \\
Need TRV bonds
\end{tabular} \& \[
\begin{array}{r}
(621.35) \\
3,020.00 \\
(17,958.76) \\
1,429,573.02 \\
0.00 \\
0.00 \\
0.00 \\
0.00 \\
0.00 \\
(0.10) \\
\\
0.00 \\
0.00
\end{array}
\] \& \& \[
\begin{array}{r}
(621.35) \\
3,020.00 \\
(17,958.76) \\
1,429,573.02 \\
0.00 \\
0.00 \\
0.00 \\
0.00 \\
0.00 \\
(0.10)
\end{array}
\] \\
\hline \& \& 0.00 \& 0.00 \& \& \& \& \\
\hline \& 127,997,099.15 \& 126,583,086.34 \& 1,414,012.81 \& \& \& 0.00 \& 1,414,012.81 \\
\hline \multirow{3}{*}{Offset Adjustment} \& \& (1,183,777.73) \& \& \begin{tabular}{l}
Outstanding Deposits-FY15 \\
Outstanding Deposits-FY13 \\
Outstanding Deposits-FY12 \\
Need JE Correction-GL Team \\
Paperwork Variances with Other Bank Accounts Need TRV to move money from ECC to Mellon Need TRV- Corp LxBx Need TRV-Labor LxBx
\end{tabular} \& \(1,223,515.72\)
\((31,480.93)\)
\((8,257.06)\)
0.00

0.00
0.00
0.00 \& \& $1,223,515.72$
$(31,480.93)$
$(8,257.06)$
0.00 <br>
\hline \& \& 0.00 \& 0.00 \& \& \& \& <br>
\hline \& 0.00 \& (1,183,777.73) \& 1,183,777.73 \& \& \& 0.00 \& 1,183,777.73 <br>
\hline
\end{tabular}

Page 8
See accompanying independent accountants' report on applying agreed-upon procedures


Page 9
See accompanying independent accountants' report on applying agreed-upon procedures


Page 10
See accompanying independent accountants' report on applying agreed-upon procedures



Page 12
See accompanying independent accountants' report on applying agreed-upon procedures.

| Bank Account | Bank Balance | Accounting Total (FSF-DGL046) | Total Account Variance | General Ledger Adjustments |  | Variances Bank to Ledger | Variances FSF/DFMS to Ledger |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Offset Adjustment |  | 0.00 | 0.00 |  |  |  |  |
|  | 0.00 | 0.00 | 0.00 |  |  | 0.00 | 0.00 |
|  |  | 284,189.71 |  | Interest-Need Cash Receipt | 2.41 |  | $\begin{aligned} & \hline 2.41 \\ & 0.00 \end{aligned}$ |
|  |  |  |  | Paperwork Variances with Other Bank Accounts |  |  |  |
| Offset Adjustment |  | 0.00 | 0.00 |  |  |  |  |
|  | 284,192.12 | 284,189.71 | 2.41 |  |  | 0.00 | 2.41 |
|  |  | 454,980.65 |  | Interest-Need Cash Receipt | 6.52 |  | $\begin{aligned} & \hline \hline 6.52 \\ & 0.00 \end{aligned}$ |
|  |  |  |  | Paperwork Variances with Other Bank Accounts Need TRV | 0.00 |  |  |
| Offset Adjustment |  | 0.00 | 0.00 |  |  |  |  |
|  | 454,987.17 | 454,980.65 | 6.52 |  |  | 0.00 | 6.52 |
|  |  | 236,012,831.78 |  | Interest-Need Cash Receipt | 2,025.98 |  | 2,025.98 |
| + |  |  |  |  |  |  | 0.00 |
| - |  |  |  | Paperwork Variances with Other Bank Accounts |  |  |  |
|  |  |  |  | Need Correction PW done to wrong acct | 0.00 |  |  |
| Offset Adjustment |  | 0.00 | 0.00 |  |  |  |  |
|  | 236,014,857.76 | 236,012,831.78 | 2,025.98 |  |  | 0.00 | 2,025.98 |
|  |  | 631,440.52 |  | Interest- Need Cash Receipt | 7,594.32 |  | 7,594.32 |
|  |  |  |  | Paperwork Variances with Other Bank Accounts |  |  |  |
| $\square$ |  |  |  | Need Correction PW done to wrong acct | 0.00 |  |  |
| Offset Adjustment |  | 0.00 | 0.00 |  |  |  |  |
|  | 639,034.84 | 631,440.52 | 7,594.32 |  |  | 0.00 | 7,594.32 |
| Grand |  |  |  |  |  |  |  |
| Total | 1,955,493,716.57 | 1,884,143,898.96 | 71,349,817.61 |  | 71,349,817.61 | 70,014,668.14 | 1,335,149.47 |

General Ledger $\quad 1,885,479,048.43$

## STATE OF DELAWARE

## OFFICE OF THE STATE TREASURER

## BANK RECONCILIATIONS

Proof of Cash Reconciliation
Quarter ended December 31, 2014

Additions:

| Deposits to Cash Receipts Journal | $2,392,802,925$ |
| :--- | ---: |
| Transportation Trust Fund Deposits | $92,34,208$ |
| Receivables for Bank Errors | 6,473 |
| Receivables for CM Forgery Credits | 2,304 |
| Outstanding Cash Receipts | $4,125,063$ |
| Division of Mental Retardation Transfer | 85,252 |
| Outstanding Checks Prior Month | $230,378,783$ |

Subtotal
2,719,750,008

Deductions:
$\begin{array}{ll}\text { Deposits to Cash Receipts Journal Prior Month } & 3,788,542\end{array}$
Transfer for Principal and Interest Bonds
Transfer from Mellon for Direct Deposit for Payroll and Pensions
Transfer from Mellon to Mercantile for Pensions $\quad 62,358,311$
Transfer from Mellon - JD Eckman
353,096
$\begin{array}{ll}\text { Transfer from Mellon -TTF } & 3,701,867\end{array}$
Transfer from Mellon - ITEK Solutions 23,489
Transfer from Mellon -OMB 574,024
Transfer from Mellon - Wilmington Trust Providence Creek 139,474
Transfer from Mellon - Street and Ellis 788,943
Transfer from Mellon - Def Comp 9,211,184
Transfer from Mellon -TSA Plan 5,341,086
Transfer from Mellon -DNREC-Tunnell \& Raysor 942,052
Transfer from Mellon - Blue Cross Blue Shield 10,820,248
$\begin{array}{lr}\text { Transfer from Mellon Medicaid } & 8,557,130\end{array}$
Transfer from Mellon Supercard 18,904,504
Transfer from Mellon SSI
228,000
Transfer from PNC for PNC Bank Fees SPO 244
Transfer from PNC for Bonds 12,436,240
Transfer for Fed Tx, FICA, \& Medicare 154,968,869
Transfer for Child Support-Payroll Vendor 839,295
ACH Transfers
Transfer for Cleared ZBAs
Transfer for Outstanding ZBAs $\quad 218,358,403$
Subtotal
2,473,971,096
Balance per State Treasurer's books, adjusted December 31, 2014
\$ 1,885,479,048

