

All Numbers in This Report
Have Been Rounded To
The Nearest Dollar

ANNUAL FINANCIAL REPORT
UPDATE DOCUMENT
For The
TOWN of Guilford
County of Chenango
For the Fiscal Year Ended 12/31/2018

AUTHORIZATION

ARTICLE 3, SECTION 30 of the GENERAL MUNICIPAL LAW:

1. ***Every Municipal Corporation *** shall annually make a report of its financial condition to the Comptroller. Such report shall be made by the Chief Fiscal Officer of such Municipal Corporation ***
5. All reports shall be certified by the officer making the same and shall be filed with the Comptroller *** It shall be the duty of the incumbent officer at the time such reports are required to be filed with the Comptroller to file such report ***

State of NEW YORK
Office of The State Comptroller
Division of Local Government and School Accountability
Albany, New York 12236

TOWN OF Guilford

*** FINANCIAL SECTION ***

Financial Information for the following funds and account groups are included in the Annual Financial Report filed by your government for the fiscal year ended 2017 and has been used by the OSC as the basis for preparing this update document for the fiscal year ended 2018:

- (A) GENERAL
- (CM) MISCELLANEOUS SPECIAL REV
- (DA) HIGHWAY-TOWN-WIDE
- (H) CAPITAL PROJECTS
- (PN) PERMANENT
- (SF) FIRE PROTECTION
- (SL) LIGHTING
- (SW) WATER
- (TA) AGENCY
- (V) DEBT SERVICE
- (W) GENERAL LONG-TERM DEBT

All amounts included in this update document for 2017 represent data filed by your government with OSC as reviewed and adjusted where necessary.

*** SUPPLEMENTAL SECTION ***

The Supplemental Section includes the following sections:

- 1) Statement of Indebtedness
- 2) Schedule of Time Deposits and Investments
- 3) Bank Reconciliation
- 4) Local Government Questionnaire
- 5) Schedule of Employee and Retiree Benefits
- 6) Schedule of Energy Costs and Consumption

All numbers in this report will be rounded to the nearest dollar.

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(A) GENERAL

Balance Sheet

Code Description	2017	EdpCode	2018
Assets			
Cash	672,730	A200	727,739
Petty Cash	200	A210	200
TOTAL Cash	672,930		727,939
Due From Other Funds	1,000	A391	1,000
TOTAL Due From Other Funds	1,000		1,000
Cash Special Reserves		A230	45,425
TOTAL Restricted Assets	0		45,425
TOTAL Assets and Deferred Outflows of Resources	673,930		774,364

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(A) GENERAL

Balance Sheet

Code Description	2017	EdpCode	2018
Accounts Payable	2,977	A600	8,980
TOTAL Accounts Payable	2,977		8,980
Accrued Liabilities		A601	336
TOTAL Accrued Liabilities	0		336
Due To Other Funds		A630	170
TOTAL Due To Other Funds	0		170
TOTAL Liabilities	2,977		9,487
Fund Balance			
Assigned Appropriated Fund Balance	76,000	A914	76,000
Assigned Unappropriated Fund Balance	63,363	A915	45,425
TOTAL Assigned Fund Balance	139,363		121,425
Unassigned Fund Balance	531,591	A917	643,452
TOTAL Unassigned Fund Balance	531,591		643,452
TOTAL Fund Balance	670,954		764,877
TOTAL Liabilities, Deferred Inflows And Fund Balance	673,930		774,364

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(A) GENERAL

Results of Operation

Code Description	2017	EdpCode	2018
Revenues			
Real Property Taxes	192,549	A1001	204,142
TOTAL Real Property Taxes	192,549		204,142
Other Payments In Lieu of Taxes	527	A1081	
Interest & Penalties On Real Prop Taxes	13,829	A1090	12,417
TOTAL Real Property Tax Items	14,357		12,417
Non Prop Tax Dist By County	281,174	A1120	302,098
TOTAL Non Property Tax Items	281,174		302,098
Clerk Fees	1,246	A1255	1,309
Planning Board Fees	350	A2115	375
TOTAL Departmental Income	1,596		1,684
Youth Recreation Services, Other Govts	500	A2350	500
TOTAL Intergovernmental Charges	500		500
Interest And Earnings	487	A2401	823
Rental of Real Property	600	A2410	600
TOTAL Use of Money And Property	1,087		1,423
Dog Licenses	5,224	A2544	5,053
Permits, Other	275	A2590	275
TOTAL Licenses And Permits	5,499		5,328
Fines And Forfeited Bail	23,531	A2610	21,344
TOTAL Fines And Forfeitures	23,531		21,344
Sales of Scrap & Excess Materials	1,404	A2650	
TOTAL Sale of Property And Compensation For Loss	1,404		0
Refunds of Prior Year's Expenditures	309	A2701	
Gifts And Donations		A2705	28,030
Unclassified (specify)		A2770	33
TOTAL Miscellaneous Local Sources	309		28,063
St Aid, Revenue Sharing	17,673	A3001	17,673
St Aid, Mortgage Tax	51,113	A3005	34,972
St Aid - Other (specify)	4,100	A3089	5,888
Additional Description Justice Court Grant			
St Aid, Youth Programs	1,100	A3820	1,100
TOTAL State Aid	73,986		59,633
TOTAL Revenues	595,992		636,632
Interfund Transfers	2,000	A5031	400
TOTAL Interfund Transfers	2,000		400
TOTAL Other Sources	2,000		400
TOTAL Detail Revenues And Other Sources	597,992		637,032

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(A) GENERAL

Results of Operation

Code Description	2017	EdpCode	2018
Expenditures			
Legislative Board, Pers Serv	8,082	A10101	7,214
Legislative Board, Contr Expend	35	A10104	
TOTAL Legislative Board	8,117		7,214
Municipal Court, Pers Serv	16,900	A11101	17,238
Municipal Court, Equip & Cap Outlay	3,800	A11102	5,384
Municipal Court, Contr Expend	2,338	A11104	4,623
TOTAL Municipal Court	23,038		27,245
Supervisor,pers Serv	7,079	A12201	7,221
Supervisor,contr Expend	835	A12204	1,215
TOTAL Supervisor	7,914		8,436
Comptroller,pers Serv	11,202	A13151	11,426
TOTAL Comptroller	11,202		11,426
Budget, Pers Serv	528	A13401	539
TOTAL Budget	528		539
Assessment, Pers Serv	18,534	A13551	18,905
Assessment, Contr Expend	547	A13554	869
TOTAL Assessment	19,081		19,774
Fiscal Agents Fees, Contr Expend	1,200	A13804	2,200
TOTAL Fiscal Agents Fees	1,200		2,200
Clerk,pers Serv	28,981	A14101	33,500
Clerk,contr Expend	2,018	A14104	2,295
TOTAL Clerk	30,999		35,795
Law, Contr Expend	217	A14204	6,250
TOTAL Law	217		6,250
Engineer, Contr Expend		A14404	3,705
TOTAL Engineer	0		3,705
Buildings, Pers Serv	2,848	A16201	4,077
Buildings, Equip & Cap Outlay	700	A16202	
Buildings, Contr Expend	34,919	A16204	50,073
TOTAL Buildings	38,467		54,149
Central Print & Mail,contr Expend	5,291	A16704	5,466
TOTAL Central Print & Mail	5,291		5,466
Central Data Process & Cap Outlay		A16802	1,450
Central Data Process, Contr Expend	2,408	A16804	5,061
TOTAL Central Data Process	2,408		6,511
Unallocated Insurance, Contr Expend	30,224	A19104	31,547
TOTAL Unallocated Insurance	30,224		31,547
Municipal Assn Dues, Contr Expend	900	A19204	900
TOTAL Municipal Assn Dues	900		900
TOTAL General Government Support	179,587		221,155
Control of Animals, Pers Serv	6,330	A35101	6,456
Control of Animals, Contr Expend	1,800	A35104	1,380
TOTAL Control of Animals	8,130		7,836
TOTAL Public Safety	8,130		7,836

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(A) GENERAL

Results of Operation

Code Description	2017	EdpCode	2018
Expenditures			
Registrar of Vital Statistics, Pers Serv	336	A40201	343
TOTAL Registrar of Vital Statistics	336		343
Public Health Other, Pers Serv	2,191	A40501	2,235
TOTAL Public Health Other	2,191		2,235
TOTAL Health	2,527		2,578
Street Admin, Pers Serv	52,580	A50101	53,632
Street Admin, Contr Expend	210	A50104	
TOTAL Street Admin	52,790		53,632
Garage, Contr Expend	2,231	A51324	2,430
TOTAL Garage	2,231		2,430
TOTAL Transportation	55,021		56,062
Veterans Service, Contr Expend	465	A65104	720
TOTAL Veterans Service	465		720
TOTAL Economic Assistance And Opportunity	465		720
Parks, Contr Expend	6,814	A71104	29,242
TOTAL Parks	6,814		29,242
Youth Prog, Pers Serv	18,187	A73101	19,057
Youth Prog, Equip & Cap Outlay	576	A73102	
Youth Prog, Contr Expend	1,081	A73104	4,747
TOTAL Youth Prog	19,844		23,804
Historian, Pers Serv	1,618	A75101	1,650
Historian, Contr Expend	1,593	A75104	1,600
TOTAL Historian	3,211		3,250
TOTAL Culture And Recreation	29,869		56,296
Refuse & Garbage, Contr Expend	921	A81604	921
TOTAL Refuse & Garbage	921		921
Code Enforcements, Contr Expend	27,510	A86644	240
TOTAL Code Enforcements	27,510		240
Cemetery, Contr Expend	7,602	A88104	600
TOTAL Cemetery	7,602		600
TOTAL Home And Community Services	36,033		1,761
State Retirement System	29,241	A90108	29,722
Social Security, Employer Cont	13,123	A90308	13,912
Hospital & Medical (dental) Ins, Empl Bnft	32,419	A90608	33,128
TOTAL Employee Benefits	74,782		76,762
Debt Principal, Serial Bonds	80,000	A97106	85,000
TOTAL Debt Principal	80,000		85,000
Debt Interest, Serial Bonds	38,200	A97107	34,938
TOTAL Debt Interest	38,200		34,938
TOTAL Expenditures	504,614		543,108
TOTAL Detail Expenditures And Other Uses	504,614		543,108

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(A) GENERAL

Analysis of Changes in Fund Balance

Code Description	2017	EdpCode	2018
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	577,575	A8021	670,966
Prior Period Adj -Decrease In Fund Balance		A8015	12
Restated Fund Balance - Beg of Year	577,575	A8022	670,954
ADD - REVENUES AND OTHER SOURCES	597,992		637,032
DEDUCT - EXPENDITURES AND OTHER USES	504,614		543,108
Fund Balance - End of Year	670,966	A8029	764,877

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(A) GENERAL

Budget Summary

Code Description	2018	EdpCode	2019
Estimated Revenues			
Est Rev - Real Property Taxes	216,142	A1049N	220,110
Est Rev - Non Property Tax Items	168,060	A1199N	183,421
Est Rev - Departmental Income	600	A1299N	700
Est Rev - Intergovernmental Charges	1,050	A2399N	1,200
Est Rev - Use of Money And Property	500	A2499N	500
Est Rev - Licenses And Permits	5,500	A2599N	5,500
Est Rev - Fines And Forfeitures	24,000	A2649N	25,000
Est Rev - State Aid	31,273	A3099N	31,273
TOTAL Estimated Revenues	447,125		467,704
Appropriated Fund Balance	76,000	A599N	76,000
TOTAL Estimated Other Sources	76,000		76,000
TOTAL Estimated Revenues And Other Sources	523,125		543,704

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(A) GENERAL

Budget Summary

Code Description	2018	EdpCode	2019
Appropriations			
App - General Government Support	221,562	A1999N	232,239
App - Public Safety	9,206	A3999N	12,460
App - Health	2,578	A4999N	2,630
App - Transportation	58,932	A5999N	61,300
App - Economic Assistance And Opportunity	700	A6999N	700
App - Culture And Recreation	29,670	A7999N	33,648
App - Home And Community Services	4,422	A8999N	4,422
App - Employee Benefits	76,117	A9199N	77,642
App - Debt Service	119,938	A9899N	118,663
TOTAL Appropriations	523,125		543,704
TOTAL Appropriations And Other Uses	523,125		543,704

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(CM) MISCELLANEOUS SPECIAL REV

Balance Sheet

Code Description	2017	EdpCode	2018
Assets			
Cash	2,251	CM200	2,661
TOTAL Cash	2,251		2,661
TOTAL Assets and Deferred Outflows of Resources	2,251		2,661

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(CM) MISCELLANEOUS SPECIAL REV

Balance Sheet

Code Description	2017	EdpCode	2018
Fund Balance			
Assigned Unappropriated Fund Balance	2,251	CM915	2,661
TOTAL Assigned Fund Balance	2,251		2,661
TOTAL Fund Balance	2,251		2,661
TOTAL Liabilities, Deferred Inflows And Fund Balance	2,251		2,661

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(CM) MISCELLANEOUS SPECIAL REV

Results of Operation

Code Description	2017	EdpCode	2018
Revenues			
Gifts And Donations	630	CM2705	810
TOTAL Miscellaneous Local Sources	630		810
TOTAL Revenues	630		810
TOTAL Detail Revenues And Other Sources	630		810

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(CM) MISCELLANEOUS SPECIAL REV

Results of Operation

Code Description	2017	EdpCode	2018
Other Uses			
Transfers, Other Funds	2,000	CM99019	400
TOTAL Operating Transfers	2,000		400
TOTAL Other Uses	2,000		400
TOTAL Detail Expenditures And Other Uses	2,000		400

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(CM) MISCELLANEOUS SPECIAL REV

Analysis of Changes in Fund Balance

Code Description	2017	EdpCode	2018
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	3,621	CM8021	2,251
Restated Fund Balance - Beg of Year	3,621	CM8022	2,251
ADD - REVENUES AND OTHER SOURCES	630		810
DEDUCT - EXPENDITURES AND OTHER USES	2,000		400
Fund Balance - End of Year	2,251	CM8029	2,661

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(DA) HIGHWAY-TOWN-WIDE

Balance Sheet

Code Description	2017	EdpCode	2018
Assets			
Cash	720,941	DA200	728,258
TOTAL Cash	720,941		728,258
Due From Other Funds		DA391	145
TOTAL Due From Other Funds	0		145
Cash In Time Deposits Special Reserves	323,181	DA231	307,859
TOTAL Restricted Assets	323,181		307,859
TOTAL Assets and Deferred Outflows of Resources	1,044,122		1,036,262

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(DA) HIGHWAY-TOWN-WIDE

Balance Sheet

Code Description	2017	EdpCode	2018
Accounts Payable	8,416	DA600	10,721
TOTAL Accounts Payable	8,416		10,721
Accrued Liabilities	9,888	DA601	11,174
TOTAL Accrued Liabilities	9,888		11,174
TOTAL Liabilities	18,304		21,895
Fund Balance			
Capital Reserve	323,181	DA878	247,764
Reserve For Repairs		DA882	60,095
TOTAL Restricted Fund Balance	323,181		307,859
Assigned Appropriated Fund Balance	98,000	DA914	98,000
Assigned Unappropriated Fund Balance	604,637	DA915	608,509
TOTAL Assigned Fund Balance	702,637		706,509
TOTAL Fund Balance	1,025,818		1,014,368
TOTAL Liabilities, Deferred Inflows And Fund Balance	1,044,122		1,036,262

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(DA) HIGHWAY-TOWN-WIDE

Results of Operation

Code Description	2017	EdpCode	2018
Revenues			
Real Property Taxes	682,617	DA1001	671,227
TOTAL Real Property Taxes	682,617		671,227
Sales Tax (from County)	105,040	DA1120	105,040
TOTAL Non Property Tax Items	105,040		105,040
Transportation Services, Other Govts	3,165	DA2300	4,187
TOTAL Intergovernmental Charges	3,165		4,187
Interest And Earnings	635	DA2401	1,181
TOTAL Use of Money And Property	635		1,181
Sales of Scrap & Excess Materials	1,142	DA2650	673
Sales of Equipment	125	DA2665	3,500
Insurance Recoveries		DA2680	358
TOTAL Sale of Property And Compensation For Loss	1,267		4,531
Refunds of Prior Year's Expenditures		DA2701	10,211
TOTAL Miscellaneous Local Sources	0		10,211
St Aid, Consolidated Highway Aid	260,966	DA3501	257,252
St Aid Emergency Disaster Assistance		DA3960	2,885
TOTAL State Aid	260,966		260,137
Fed Aid Emer Disaster Assist		DA4960	17,308
TOTAL Federal Aid	0		17,308
TOTAL Revenues	1,053,690		1,073,823
TOTAL Detail Revenues And Other Sources	1,053,690		1,073,823

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(DA) HIGHWAY-TOWN-WIDE

Results of Operation

Code Description	2017	EdpCode	2018
Expenditures			
Maint of Streets, Pers Serv	143,981	DA51101	122,738
Maint of Streets, Contr Expend	65,080	DA51104	98,376
TOTAL Maint of Streets	209,061		221,114
Perm Improve Highway, Equip & Cap Outlay	272,209	DA51122	257,252
TOTAL Perm Improve Highway	272,209		257,252
Machinery, Equip & Cap Outlay	4,200	DA51302	247,943
Machinery, Contr Expend	38,578	DA51304	59,637
TOTAL Machinery	42,778		307,580
Brush And Weeds, Contr Expend		DA51404	4,057
TOTAL Brush And Weeds	0		4,057
Snow Removal, Pers Serv	106,366	DA51421	100,235
Snow Removal, Equip & Cap Outlay	9,653	DA51422	20,749
Snow Removal, Contr Expend	24,220	DA51424	32,188
TOTAL Snow Removal	140,239		153,172
TOTAL Transportation	664,288		943,175
State Retirement, Empl Bnfts	48,861	DA90108	45,618
Social Security , Empl Bnfts	21,245	DA90308	16,435
Hospital & Medical (dental) Ins, Empl Bnft	93,275	DA90608	77,287
Other Employee Benefits (spec)	2,504	DA90898	2,758
TOTAL Employee Benefits	165,886		142,098
TOTAL Expenditures	830,174		1,085,273
TOTAL Detail Expenditures And Other Uses	830,174		1,085,273

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(DA) HIGHWAY-TOWN-WIDE

Analysis of Changes in Fund Balance

Code Description	2017	EdpCode	2018
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	802,301	DA8021	1,025,819
Prior Period Adj -Decrease In Fund Balance		DA8015	1
Restated Fund Balance - Beg of Year	802,301	DA8022	1,025,818
ADD - REVENUES AND OTHER SOURCES	1,053,690		1,073,823
DEDUCT - EXPENDITURES AND OTHER USES	830,174		1,085,273
Fund Balance - End of Year	1,025,819	DA8029	1,014,373

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(DA) HIGHWAY-TOWN-WIDE

Budget Summary

Code Description	2018	EdpCode	2019
Estimated Revenues			
Est Rev - Real Property Taxes	671,227	DA1049N	686,734
Est Rev - Non Property Tax Items	105,040	DA1199N	107,140
Est Rev - Intergovernmental Charges	3,000	DA2399N	3,000
Est Rev - Use of Money And Property	450	DA2499N	500
Est Rev - Sale of Prop And Comp For Loss	3,000	DA2699N	0
Est Rev - State Aid	260,267	DA3099N	260,267
TOTAL Estimated Revenues	1,042,984		1,057,641
Appropriated Fund Balance	98,000	DA599N	98,000
TOTAL Estimated Other Sources	98,000		98,000
TOTAL Estimated Revenues And Other Sources	1,140,984		1,155,641

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(DA) HIGHWAY-TOWN-WIDE

Budget Summary

Code Description	2018	EdpCode	2019
Appropriations			
App - Transportation	786,740	DA5999N	822,089
App - Employee Benefits	242,244	DA9199N	243,552
TOTAL Appropriations	1,028,984		1,065,641
App - Interfund Transfer	112,000	DA9999N	90,000
TOTAL Other Uses	112,000		90,000
TOTAL Appropriations And Other Uses	1,140,984		1,155,641

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(H) CAPITAL PROJECTS

Balance Sheet

Code Description	2017	EdpCode	2018
Assets			
Cash		H200	14
TOTAL Cash	0		14
Due From Other Funds		H391	1,086
TOTAL Due From Other Funds	0		1,086
TOTAL Assets and Deferred Outflows of Resources	0		1,100

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(H) CAPITAL PROJECTS

Balance Sheet

Code Description	2017	EdpCode	2018
Accounts Payable		H600	1,086
TOTAL Accounts Payable	0		1,086
TOTAL Liabilities	0		1,086
Fund Balance			
Assigned Unappropriated Fund Balance		H915	14
TOTAL Assigned Fund Balance	0		14
TOTAL Fund Balance	0		14
TOTAL Liabilities, Deferred Inflows And Fund Balance	0		1,100

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(H) CAPITAL PROJECTS

Results of Operation

Code Description	2017	EdpCode	2018
Other Sources			
Interfund Transfers		H5031	16,336
TOTAL Interfund Transfers	0		16,336
TOTAL Other Sources	0		16,336
TOTAL Detail Revenues And Other Sources	0		16,336

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(H) CAPITAL PROJECTS

Results of Operation

Code Description	2017	EdpCode	2018
Expenditures			
Buildings, Equip & Cap Outlay		H16202	150
TOTAL Buildings	0		150
TOTAL General Government Support	0		150
Source Supply Pwr & Pump, Equip & Cap Outla		H83202	16,172
TOTAL Source Supply Pwr & Pump	0		16,172
TOTAL Home And Community Services	0		16,172
TOTAL Expenditures	0		16,322
TOTAL Detail Expenditures And Other Uses	0		16,322

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(H) CAPITAL PROJECTS

Analysis of Changes in Fund Balance

Code Description	2017	EdpCode	2018
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year		H8021	
ADD - REVENUES AND OTHER SOURCES			16,336
DEDUCT - EXPENDITURES AND OTHER USES			16,322
Fund Balance - End of Year		H8029	14

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(PN) PERMANENT

Balance Sheet

Code Description	2017	EdpCode	2018
Assets			
Cash	61	PN200	61
TOTAL Cash	61		61
TOTAL Assets and Deferred Outflows of Resources	61		61

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(PN) PERMANENT

Balance Sheet

Code Description	2017	EdpCode	2018
Fund Balance			
Assigned Unappropriated Fund Balance	61	PN915	61
TOTAL Assigned Fund Balance	61		61
TOTAL Fund Balance	61		61
TOTAL Liabilities, Deferred Inflows And Fund Balance	61		61

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(PN) PERMANENT

Results of Operation

Code Description	2017	EdpCode	2018
Revenues			
Interest And Earnings		PN2401	0
TOTAL Use of Money And Property	0		0
TOTAL Revenues	0		0
TOTAL Detail Revenues And Other Sources	0		0

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(PN) PERMANENT

Results of Operation

Code Description	2017	EdpCode	2018
Other Uses			
Transfers, Other Funds		PN99019	
TOTAL Operating Transfers	0		0
TOTAL Other Uses	0		0
TOTAL Detail Expenditures And Other Uses	0		0

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(PN) PERMANENT

Analysis of Changes in Fund Balance

Code Description	2017	EdpCode	2018
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	61	PN8021	61
Restated Fund Balance - Beg of Year	61	PN8022	61
ADD - REVENUES AND OTHER SOURCES			0
DEDUCT - EXPENDITURES AND OTHER USES			
Fund Balance - End of Year	61	PN8029	61

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(SF) FIRE PROTECTION

Balance Sheet

Code Description	2017	EdpCode	2018
Assets			
Cash In Time Deposits		SF201	
TOTAL Cash	0		0
TOTAL Assets and Deferred Outflows of Resources	0		0

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(SF) FIRE PROTECTION

Balance Sheet

Code Description	2017	EdpCode	2018
Fund Balance			
Assigned Unappropriated Fund Balance		SF915	
TOTAL Assigned Fund Balance	0		0
TOTAL Fund Balance	0		0
TOTAL Liabilities, Deferred Inflows And Fund Balance	0		0

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(SF) FIRE PROTECTION

Results of Operation

Code Description	2017	EdpCode	2018
Revenues			
Real Property Taxes	101,337	SF1001	107,605
TOTAL Real Property Taxes	101,337		107,605
TOTAL Revenues	101,337		107,605
TOTAL Detail Revenues And Other Sources	101,337		107,605

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(SF) FIRE PROTECTION

Results of Operation

Code Description	2017	EdpCode	2018
Expenditures			
Fire Protection, Contr Expend	104,471	SF34104	107,605
TOTAL Fire Protection	104,471		107,605
TOTAL Public Safety	104,471		107,605
TOTAL Expenditures	104,471		107,605
TOTAL Detail Expenditures And Other Uses	104,471		107,605

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(SF) FIRE PROTECTION

Analysis of Changes in Fund Balance

Code Description	2017	EdpCode	2018
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	3,134	SF8021	
Restated Fund Balance - Beg of Year	3,134	SF8022	
ADD - REVENUES AND OTHER SOURCES	101,337		107,605
DEDUCT - EXPENDITURES AND OTHER USES	104,471		107,605
Fund Balance - End of Year		SF8029	

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(SL) LIGHTING

Balance Sheet

Code Description	2017	EdpCode	2018
Assets			
Cash	17,488	SL200	18,819
TOTAL Cash	17,488		18,819
TOTAL Assets and Deferred Outflows of Resources	17,488		18,819

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(SL) LIGHTING

Balance Sheet

Code Description	2017	EdpCode	2018
Accounts Payable		SL600	1,182
TOTAL Accounts Payable	0		1,182
TOTAL Liabilities	0		1,182
Fund Balance			
Assigned Unappropriated Fund Balance	17,488	SL915	17,637
TOTAL Assigned Fund Balance	17,488		17,637
TOTAL Fund Balance	17,488		17,637
TOTAL Liabilities, Deferred Inflows And Fund Balance	17,488		18,819

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(SL) LIGHTING

Results of Operation

Code Description	2017	EdpCode	2018
Revenues			
Real Property Taxes	14,750	SL1001	14,750
TOTAL Real Property Taxes	14,750		14,750
Interest And Earnings	14	SL2401	23
TOTAL Use of Money And Property	14		23
TOTAL Revenues	14,764		14,773
TOTAL Detail Revenues And Other Sources	14,764		14,773

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(SL) LIGHTING

Results of Operation

Code Description	2017	EdpCode	2018
Expenditures			
Street Lighting, Contr Expend	12,241	SL51824	14,624
TOTAL Street Lighting	12,241		14,624
TOTAL Transportation	12,241		14,624
TOTAL Expenditures	12,241		14,624
TOTAL Detail Expenditures And Other Uses	12,241		14,624

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(SL) LIGHTING

Analysis of Changes in Fund Balance

Code Description	2017	EdpCode	2018
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	14,965	SL8021	17,488
Restated Fund Balance - Beg of Year	14,965	SL8022	17,488
ADD - REVENUES AND OTHER SOURCES	14,764		14,773
DEDUCT - EXPENDITURES AND OTHER USES	12,241		14,624
Fund Balance - End of Year	17,488	SL8029	17,636

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(SW) WATER

Balance Sheet

Code Description	2017	EdpCode	2018
Assets			
Cash	142,522	SW200	150,159
TOTAL Cash	142,522		150,159
Water Rents Receivable	15,963	SW350	14,481
TOTAL Other Receivables (net)	15,963		14,481
Cash Special Reserves	19,755	SW230	19,524
TOTAL Restricted Assets	19,755		19,524
TOTAL Assets and Deferred Outflows of Resources	178,239		184,163

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(SW) WATER

Balance Sheet

Code Description	2017	EdpCode	2018
Accounts Payable	4,729	SW600	2,719
TOTAL Accounts Payable	4,729		2,719
Due To Other Funds		SW630	1,086
TOTAL Due To Other Funds	0		1,086
TOTAL Liabilities	4,729		3,805
Fund Balance			
Capital Reserve	15,000	SW878	
Reserve For Repairs	19,755	SW882	19,524
TOTAL Restricted Fund Balance	34,755		19,524
Assigned Appropriated Fund Balance	6,377	SW914	4,155
Assigned Unappropriated Fund Balance	132,378	SW915	156,680
TOTAL Assigned Fund Balance	138,755		160,835
TOTAL Fund Balance	173,510		180,358
TOTAL Liabilities, Deferred Inflows And Fund Balance	178,239		184,163

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(SW) WATER

Results of Operation

Code Description	2017	EdpCode	2018
Revenues			
Real Property Taxes	32,364	SW1001	32,364
TOTAL Real Property Taxes	32,364		32,364
Metered Water Sales	44,622	SW2140	45,315
Unmetered Water Sales	120	SW2142	120
Interest & Penalties On Water Rents	893	SW2148	816
TOTAL Departmental Income	45,635		46,251
Interest And Earnings	88	SW2401	178
TOTAL Use of Money And Property	88		178
Sales, Other		SW2655	3,574
Additional Description Timber Sales			
TOTAL Sale of Property And Compensation For Loss	0		3,574
Fed Aid, Water Cap Proj		SW4991	
TOTAL Federal Aid	0		0
TOTAL Revenues	78,087		82,367
TOTAL Detail Revenues And Other Sources	78,087		82,367

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(SW) WATER

Results of Operation

Code Description	2017	EdpCode	2018
Expenditures			
Water Administration, Pers Serv	4,191	SW83101	4,275
Water Administration, Equip & Cap Outlay		SW83102	
Water Administration, Contr Expend	1,549	SW83104	1,482
TOTAL Water Administration	5,740		5,757
Source Supply Pwr & Pump, Equip& Cap Outlay		SW83202	90
Source Supply Pwr & Pump, Contr Expend	17,099	SW83204	12,980
TOTAL Source Supply Pwr & Pump	17,099		13,070
Water Purification, Pers Serv	23,745	SW83301	24,220
Water Purification, Equip & Cap Outlay		SW83302	1,380
Water Purification, Contr Expend	4,552	SW83304	6,098
TOTAL Water Purification	28,297		31,698
Water Trans & Distrib, Equip & Cap Outlay	176	SW83402	268
Water Trans & Distrib, Contr Expend	12,458	SW83404	3,322
TOTAL Water Trans & Distrib	12,634		3,590
TOTAL Home And Community Services	63,771		54,115
Social Security , Empl Bnfts	2,118	SW90308	2,168
TOTAL Employee Benefits	2,118		2,168
Debt Principal, Serial Bonds	2,899	SW97106	2,899
TOTAL Debt Principal	2,899		2,899
TOTAL Expenditures	68,788		59,182
Transfers, Capital Projects Fund		SW99509	16,336
TOTAL Operating Transfers	0		16,336
TOTAL Other Uses	0		16,336
TOTAL Detail Expenditures And Other Uses	68,788		75,518

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(SW) WATER

Analysis of Changes in Fund Balance

Code Description	2017	EdpCode	2018
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	164,210	SW8021	173,510
Restated Fund Balance - Beg of Year	164,210	SW8022	173,510
ADD - REVENUES AND OTHER SOURCES	78,087		82,367
DEDUCT - EXPENDITURES AND OTHER USES	68,788		75,518
Fund Balance - End of Year	173,510	SW8029	180,361

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(SW) WATER

Budget Summary

Code Description	2018	EdpCode	2019
Estimated Revenues			
Est Rev - Real Property Taxes	32,364	SW1049N	32,364
Est Rev - Use of Money And Property	45,920	SW2499N	48,755
TOTAL Estimated Revenues	78,284		81,119
Appropriated Fund Balance	6,377	SW599N	4,155
TOTAL Estimated Other Sources	6,377		4,155
TOTAL Estimated Revenues And Other Sources	84,661		85,274

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(SW) WATER

Budget Summary

Code Description	2018	EdpCode	2019
Appropriations			
App - Home And Community Services	79,582	SW8999N	80,152
App - Employee Benefits	2,180	SW9199N	2,223
App - Debt Service	2,899	SW9899N	2,899
TOTAL Appropriations	84,661		85,274
TOTAL Appropriations And Other Uses	84,661		85,274

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(TA) AGENCY

Balance Sheet

Code Description	2017	EdpCode	2018
Assets			
Cash	3,120	TA200	3,077
TOTAL Cash	3,120		3,077
Due From Other Funds		TA391	25
TOTAL Due From Other Funds	0		25
TOTAL Assets and Deferred Outflows of Resources	3,120		3,102

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(TA) AGENCY

Balance Sheet

Code Description	2017	EdpCode	2018
Due To Other Funds	1,000	TA630	1,000
TOTAL Due To Other Funds	1,000		1,000
Due To Other Governments	10	TA631	-50
TOTAL Due To Other Governments	10		-50
Consolidated Payroll	2,306	TA10	2,306
State Retirement	105	TA18	124
Disability Insurance	713	TA19	778
Group Insurance	-1,014	TA20	-1,057
Other Funds (specify)		TA85	2
Additional Description Uncashed Court Ck Hold Acct			
TOTAL Agency Liabilities	2,110		2,152
TOTAL Liabilities	3,120		3,102
TOTAL Liabilities, Deferred Inflows And Fund Balance	3,120		3,102

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

Balance Sheet

Code Description	2017	EdpCode	2018
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TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

Balance Sheet

Code Description	2017	EdpCode	2018
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TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

Results of Operation

Code Description	2017	EdpCode	2018
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TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

Results of Operation

Code Description	2017	EdpCode	2018
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TOWN OF Guilford
 Annual Update Document
 For the Fiscal Year Ending 2018

(V) DEBT SERVICE

Analysis of Changes in Fund Balance

Code Description	2017	EdpCode	2018
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year		V8021	
Restated Fund Balance - Beg of Year		V8022	
Fund Balance - End of Year		V8029	

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(W) GENERAL LONG-TERM DEBT

Balance Sheet

Code Description	2017	EdpCode	2018
Assets			
Total Non-Current Govt Liabilities	1,200,831	W129	1,030,404
TOTAL Provision To Be Made In Future Budgets	1,200,831		1,030,404
TOTAL Assets and Deferred Outflows of Resources	1,200,831		1,030,404

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2018

(W) GENERAL LONG-TERM DEBT

Balance Sheet

Code Description	2017	EdpCode	2018
Net Pension Liability -Proportionate Share	125,249	W638	42,721
TOTAL Other Liabilities	125,249		42,721
Bonds Payable	1,075,582	W628	987,683
TOTAL Bond And Long Term Liabilities	1,075,582		987,683
TOTAL Liabilities	1,200,831		1,030,404
TOTAL Liabilities	1,200,831		1,030,404

TOWN OF Guilford
Statement of Indebtedness
For the Fiscal Year Ending 2018

2/27/2019

County of: Chenango

Municipal Code: 080335600000

First Year	Debt Code	Description	Cops Flag	Comp Flag	Date of Issue	Date of Maturity	Int. Rate	Var?	Amt. Orig. Issued	O/S Beg. of Year	Paid Dur. Year	Redeemed Bond Proc.	Prior Yr. Adjust.	Accreted Interest	O/S End of Year
2005	BOND N	Guildford Water(EFC)			12/31/2001	08/17/2031	0.00%		\$0	\$40,582	\$2,899	\$0	\$0		\$37,683
2016	BOND N	Public Improv. Adv. Refunding			09/15/2016	09/15/2028	1.25%		\$1,050,000	\$1,035,000	\$85,000	\$0	\$0		\$950,000
Total for Type/Exempt Status - Sums Issued Amts only made in AFR Year									\$0	\$1,075,582	\$87,899	\$0	\$0	\$0	\$987,683
AFR Year Total for All Debt Types - Sums Issued Amts only made in AFR Year									\$0	\$1,075,582	\$87,899	\$0	\$0	\$0	\$987,683

TOWN OF Guilford
 Schedule of Time Deposits and Investments
 For the Fiscal Year Ending 2018

	EDP Code	Amount
CASH:		
On Hand	9Z2001	\$200.00
Demand Deposits	9Z2011	\$2,003,595.94
Time Deposits	9Z2021	
Total		\$2,003,795.94
 COLLATERAL:		
- FDIC Insurance	9Z2014	\$343,607.93
Collateralized with securities held in possession of municipality or its agent	9Z2014A	\$1,697,724.30
Total		\$2,041,332.23
 INVESTMENTS:		
- Securities (450)		
Book Value (cost)	9Z4501	
Market Value at Balance Sheet Date	9Z4502	
Collateralized with securities held in possession of municipality or its agent	9Z4504A	
- Repurchase Agreements (451)		
Book Value (cost)	9Z4511	
Market Value at Balance Sheet Date	9Z4512	
Collateralized with securities held in possession of municipality or its agent	9Z4514A	

TOWN OF Guilford
Bank Reconciliation
For the Fiscal Year Ending 2018

Include All Checking, Savings and C.D. Accounts

Bank Account Number	Bank Balance	Add: Deposit In Transit	Less: Outstanding Checks	Adjusted Bank Balance
****-2671	\$1,914,435	\$0	\$0	\$1,914,435
****-2722	\$48,608	\$0	\$303	\$48,306
****-2760	\$2,661	\$0	\$0	\$2,661
****-3125	\$9,159	\$0	\$6,082	\$3,077
****-7605	\$35,574	\$0	\$458	\$35,116
	Total Adjusted Bank Balance			\$2,003,596
	Petty Cash			\$200.00
	Adjustments			\$.00
	Total Cash			9ZCASH * \$2,003,796
	Total Cash Balance All Funds			9ZCASHB * \$2,003,796
	* Must be equal			

TOWN OF Guilford
Local Government Questionnaire
For the Fiscal Year Ending 2018

	<u>Response</u>
1) Does your municipality have a written procurement policy?	<u>Yes</u>
2) Have the financial statements for your municipality been independently audited? If not, are you planning on having an audit conducted?	<u>No</u>
3) Does your local government participate in an insurance pool with other local governments?	<u>No</u>
4) Does your local government participate in an investment pool with other local governments?	<u>No</u>
5) Does your municipality have a Length of Service Award Program (LOSAP) for volunteer firefighters?	<u>No</u>
6) Does your municipality have a Capital Plan?	<u>Yes</u>
7) Has your municipality prepared and documented a risk assessment plan? If yes, has your municipality used the results to design the system of internal controls?	<u>No</u>
8) Have you had a change in chief executive or chief fiscal officer during the last year?	<u>No</u>
9) Has your Local Government adopted an investment policy as required by General Municipal Law, Section 39?	<u>Yes</u>

TOWN OF Guilford
Employee and Retiree Benefits
For the Fiscal Year Ending 2018

Total Full Time Employees:		13			
Total Part Time Employees:		6			
Account Code	Description	Total Expenditures (All Funds)	# of Full Time Employees	# of Part Time Employees	# of Retirees
90108	State Retirement System	\$75,340.00	7	6	8
90158	Police and Fire Retirement				
90258	Local Pension Fund				
90308	Social Security	\$32,514.83	6	13	
90408	Worker's Compensation Insurance				
90458	Life Insurance				
90508	Unemployment Insurance				
90558	Disability Insurance				
90608	Hospital and Medical (Dental) Insurance	\$110,415.27	6	1	
90708	Union Welfare Benefits				
90858	Supplemental Benefit Payment to Disabled Fire Fighters				
91890	Other Employee Benefits	\$2,757.90	5		
Total		\$221,028.00			
Computed Total From Financial Section (comparative purposes only)		\$221,028.00			

TOWN OF Guilford
 Energy Costs and Consumption
 For the Fiscal Year Ending 2018

Energy Type	Total Expenditures	Total Volume	Units Of Measure	Alternative Units Of Measure
Gasoline	\$6,212	2,769	gallons	
Diesel Fuel	\$28,069	12,803	gallons	
Fuel Oil			gallons	
Natural Gas			cubic feet	
Electricity	\$32,506	275,288	kilowatt-hours	
Coal			tons	
Propane	\$8,473	6,701	gallons	

CERTIFICATION OF CHIEF FISCAL OFFICER

I, George Seneck, hereby certify that I am the Chief Fiscal Officer of the Town of Guilford, and that the information provided in the annual financial report of the Town of Guilford, for the fiscal year ended 12/31/2018, is TRUE and correct to the best of my knowledge and belief.

By entering the personal identification number assigned by the Office of the State Comptroller to me as the Chief Fiscal Officer of the Town of Guilford, and adopted by me as my signature for use in conjunction with the filing of the Town of Guilford's annual financial report, I am evidencing my express intent to authenticate my certification of the Town of Guilford's annual financial report for the fiscal year ended 12/31/2018 and filed by means of electronic data transmission.

Janice Rideout
Name of Report Preparer if different than Chief Fiscal Officer

George Seneck
Name

(607) 895-9966
Telephone Number

Town Supervisor
Title

223 Marble Road, Guilford, NY 1378
Official Address

02/28/2019
Date of Certification

(607) 895-9966
Official Telephone Number

TOWN OF Guilford
Financial Comments
For the Fiscal Year Ending 2018

(A) GENERAL

Adjustment Reason

Account Code A8015 To reduce prior year fund balance to correct amount

(DA) HIGHWAY-TOWN-WIDE

Adjustment Reason

Account Code DA8015 To adjust beginning fund balance to correct amount