

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 12/31/2016

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 2015 and has been used by the OSC as the basis for preparing this update document for the fiscal year ended 2016:

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

All amounts included in this update document for 2015 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
- 7) Schedule of Other Post Employment Benefits (OPEB)

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

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2016

(A) GENERAL

Balance Sheet

Code Description	2015	EdpCode	2016
Assets			
Cash	510,460	A200	579,439
Petty Cash	200	A210	
TOTAL Cash	510,660		579,439
Due From Other Funds	1,000	A391	1,000
TOTAL Due From Other Funds	1,000		1,000
TOTAL Assets and Deferred Outflows of Resources	511,660		580,439

TOWN OF Guilford
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(A) GENERAL

Balance Sheet

Code Description	2015	EdpCode	2016
Accounts Payable	5,447	A600	2,864
TOTAL Accounts Payable	5,447		2,864
Accrued Liabilities	1,469	A601	
TOTAL Accrued Liabilities	1,469		0
TOTAL Liabilities	6,916		2,864
Fund Balance			
Assigned Appropriated Fund Balance	76,000	A914	76,000
Assigned Unappropriated Fund Balance	70,100	A915	70,129
TOTAL Assigned Fund Balance	146,100		146,129
Unassigned Fund Balance	358,644	A917	431,447
TOTAL Unassigned Fund Balance	358,644		431,447
TOTAL Fund Balance	504,744		577,575
TOTAL Liabilities, Deferred Inflows And Fund Balance	511,660		580,439

TOWN OF Guilford
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(A) GENERAL

Results of Operation

Code Description	2015	EdpCode	2016
Revenues			
Real Property Taxes	187,709	A1001	190,964
TOTAL Real Property Taxes	187,709		190,964
Interest & Penalties On Real Prop Taxes	12,346	A1090	13,520
TOTAL Real Property Tax Items	12,346		13,520
Non Prop Tax Dist By County	239,769	A1120	224,620
TOTAL Non Property Tax Items	239,769		224,620
Tax Collector Fees	588	A1232	
Clerk Fees	1,413	A1255	970
Park And Recreational Charges		A2001	
Planning Board Fees	475	A2115	175
TOTAL Departmental Income	2,476		1,145
General Services, Inter Government		A2210	400
Youth Recreation Services, Other Govts	500	A2350	500
TOTAL Intergovernmental Charges	500		900
Interest And Earnings	224	A2401	257
Rental of Real Property	600	A2410	600
TOTAL Use of Money And Property	824		857
Dog Licenses	5,700	A2544	4,847
Permits, Other	250	A2590	175
TOTAL Licenses And Permits	5,950		5,022
Fines And Forfeited Bail	43,104	A2610	39,273
TOTAL Fines And Forfeitures	43,104		39,273
Sales of Real Property		A2660	2,500
TOTAL Sale of Property And Compensation For Loss	0		2,500
Refunds of Prior Year's Expenditures		A2701	2,556
Unclassified (specify)		A2770	100
TOTAL Miscellaneous Local Sources	0		2,656
St Aid, Revenue Sharing	17,673	A3001	17,673
St Aid, Mortgage Tax	24,311	A3005	18,905
St Aid - Other (specify)		A3089	2,150
Additional Description Justice Court Grant			
St Aid, Youth Programs	1,100	A3820	1,100
TOTAL State Aid	43,084		39,827
TOTAL Revenues	535,762		521,284
Interfund Transfers		A5031	550
TOTAL Interfund Transfers	0		550
TOTAL Other Sources	0		550
TOTAL Detail Revenues And Other Sources	535,762		521,834

TOWN OF Guilford
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(A) GENERAL

Results of Operation

Code Description	2015	EdpCode	2016
Expenditures			
Legislative Board, Pers Serv	7,804	A10101	7,940
Legislative Board, Contr Expend	330	A10104	369
TOTAL Legislative Board	8,134		8,309
Municipal Court, Pers Serv	16,375	A11101	16,660
Municipal Court, Equip & Cap Outlay	471	A11102	597
Municipal Court, Contr Expend	2,525	A11104	2,942
TOTAL Municipal Court	19,371		20,200
Supervisor,pers Serv	6,835	A12201	6,954
Supervisor,contr Expend	851	A12204	1,198
TOTAL Supervisor	7,686		8,152
Comptroller,pers Serv	10,816	A13151	11,004
TOTAL Comptroller	10,816		11,004
Budget, Pers Serv	510	A13401	519
TOTAL Budget	510		519
Assessment, Pers Serv	17,895	A13551	18,206
Assessment, Contr Expend	1,468	A13554	726
TOTAL Assessment	19,363		18,932
Fiscal Agents Fees, Contr Expend		A13804	500
TOTAL Fiscal Agents Fees	0		500
Clerk,pers Serv	28,078	A14101	27,590
Clerk,contr Expend	1,411	A14104	3,420
TOTAL Clerk	29,489		31,011
Law, Contr Expend	6,104	A14204	7,478
TOTAL Law	6,104		7,478
Buildings, Pers Serv	2,749	A16201	2,797
Buildings, Equip & Cap Outlay	36	A16202	909
Buildings, Contr Expend	41,069	A16204	23,563
TOTAL Buildings	43,854		27,269
Central Print & Mail,contr Expend	5,461	A16704	5,160
TOTAL Central Print & Mail	5,461		5,160
Central Data Process, Contr Expend	226	A16804	233
TOTAL Central Data Process	226		233
Unallocated Insurance, Contr Expend	38,711	A19104	29,732
TOTAL Unallocated Insurance	38,711		29,732
Municipal Assn Dues, Contr Expend	899	A19204	900
TOTAL Municipal Assn Dues	899		900
TOTAL General Government Support	190,624		169,398
Control of Animals, Pers Serv	6,112	A35101	7,145
Control of Animals, Contr Expend	1,266	A35104	1,479
TOTAL Control of Animals	7,378		8,623
TOTAL Public Safety	7,378		8,623
Registrar of Vital Statistics, Pers Serv	324	A40201	330
TOTAL Registrar of Vital Statistics	324		330

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(A) GENERAL

Results of Operation

Code Description	2015	EdpCode	2016
Expenditures			
Public Health Other, Pers Serv	2,154	A40501	2,191
TOTAL Public Health Other	2,154		2,191
TOTAL Health	2,478		2,521
Street Admin, Pers Serv	50,767	A50101	51,650
Street Admin, Contr Expend	210	A50104	150
TOTAL Street Admin	50,977		51,800
Garage, Contr Expend	2,216	A51324	1,566
TOTAL Garage	2,216		1,566
TOTAL Transportation	53,193		53,366
Veterans Service, Contr Expend	525	A65104	457
TOTAL Veterans Service	525		457
TOTAL Economic Assistance And Opportunity	525		457
Parks, Contr Expend	991	A71104	924
TOTAL Parks	991		924
Youth Prog, Pers Serv	14,762	A73101	16,274
Youth Prog, Equip & Cap Outlay		A73102	165
Youth Prog, Contr Expend	2,093	A73104	1,504
TOTAL Youth Prog	16,855		17,942
Historian, Pers Serv	1,562	A75101	1,589
Historian, Equip & Cap Outlay		A75102	
Historian, Contr Expend	1,593	A75104	2,302
TOTAL Historian	3,155		3,891
Adult Recreation, Contr Expend	200	A76204	
TOTAL Adult Recreation	200		0
TOTAL Culture And Recreation	21,202		22,758
Planning, Contr Expend		A80204	
TOTAL Planning	0		0
Refuse & Garbage, Contr Expend	921	A81604	921
TOTAL Refuse & Garbage	921		921
Code Enforcements, Contr Expend		A86644	220
TOTAL Code Enforcements	0		220
Cemetery, Contr Expend	625	A88104	179
TOTAL Cemetery	625		179
TOTAL Home And Community Services	1,546		1,320
State Retirement System	32,092	A90108	28,966
Social Security, Employer Cont	12,574	A90308	12,818
Unemployment Insurance, Empl Bnfts		A90508	74
Hospital & Medical (dental) Ins, Empl Bnft	31,038	A90608	31,631
TOTAL Employee Benefits	75,704		73,488
Debt Principal, Serial Bonds	70,000	A97106	80,000
TOTAL Debt Principal	70,000		80,000

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(A) GENERAL

Results of Operation

Code Description	2015	EdpCode	2016
Expenditures			
Debt Interest, Serial Bonds	56,069	A97107	37,072
TOTAL Debt Interest	56,069		37,072
TOTAL Expenditures	478,718		449,004
TOTAL Detail Expenditures And Other Uses	478,718		449,004

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(A) GENERAL

Analysis of Changes in Fund Balance

Code Description	2015	EdpCode	2016
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	447,701	A8021	504,744
Restated Fund Balance - Beg of Year	447,701	A8022	504,744
ADD - REVENUES AND OTHER SOURCES	535,762		521,834
DEDUCT - EXPENDITURES AND OTHER USES	478,718		449,004
Fund Balance - End of Year	504,744	A8029	577,575

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(A) GENERAL

Budget Summary

Code Description	2016	EdpCode	2017
Estimated Revenues			
Est Rev - Real Property Taxes	203,464	A1049N	205,049
Est Rev - Non Property Tax Items	168,060	A1199N	168,060
Est Rev - Departmental Income	600	A1299N	600
Est Rev - Intergovernmental Charges	1,150	A2399N	1,750
Est Rev - Use of Money And Property	200	A2499N	200
Est Rev - Licenses And Permits	6,200	A2599N	6,200
Est Rev - Fines And Forfeitures	24,000	A2649N	24,750
Est Rev - State Aid	31,273	A3099N	31,273
TOTAL Estimated Revenues	434,947		437,882
Appropriated Fund Balance	76,000	A599N	76,000
TOTAL Estimated Other Sources	76,000		76,000
TOTAL Estimated Revenues And Other Sources	510,947		513,882

TOWN OF Guilford
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(A) GENERAL

Budget Summary

Code Description	2016	EdpCode	2017
Appropriations			
App - General Government Support	209,851	A1999N	209,333
App - Public Safety	11,018	A3999N	9,580
App - Health	2,521	A4999N	2,527
App - Transportation	56,950	A5999N	57,880
App - Economic Assistance And Opportunity	600	A6999N	700
App - Culture And Recreation	27,645	A7999N	29,638
App - Home And Community Services	3,672	A8999N	8,322
App - Employee Benefits	75,596	A9199N	77,702
App - Debt Service	123,094	A9899N	118,200
TOTAL Appropriations	510,947		513,882
TOTAL Appropriations And Other Uses	510,947		513,882

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(CM) MISCELLANEOUS SPECIAL REV

Balance Sheet

Code Description	2015	EdpCode	2016
Assets			
Cash	2,891	CM200	3,621
TOTAL Cash	2,891		3,621
TOTAL Assets and Deferred Outflows of Resources	2,891		3,621

TOWN OF Guilford
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(CM) MISCELLANEOUS SPECIAL REV

Balance Sheet

Code Description	2015	EdpCode	2016
Fund Balance			
Assigned Unappropriated Fund Balance	2,891	CM915	3,621
TOTAL Assigned Fund Balance	2,891		3,621
TOTAL Fund Balance	2,891		3,621
TOTAL Liabilities, Deferred Inflows And Fund Balance	2,891		3,621

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(CM) MISCELLANEOUS SPECIAL REV

Results of Operation

Code Description	2015	EdpCode	2016
Revenues			
Gifts And Donations	560	CM2705	1,146
TOTAL Miscellaneous Local Sources	560		1,146
TOTAL Revenues	560		1,146
TOTAL Detail Revenues And Other Sources	560		1,146

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(CM) MISCELLANEOUS SPECIAL REV

Results of Operation

Code Description	2015	EdpCode	2016
Expenditures			
Other Culture And Recreation-Contr Expend		CM79894	416
TOTAL Other Culture And Recreation-Contr Expend	0		416
TOTAL Culture And Recreation	0		416
TOTAL Expenditures	0		416
Transfers, Other Funds		CM99019	
TOTAL Operating Transfers	0		0
TOTAL Other Uses	0		0
TOTAL Detail Expenditures And Other Uses	0		416

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(CM) MISCELLANEOUS SPECIAL REV

Analysis of Changes in Fund Balance

Code Description	2015	EdpCode	2016
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	2,332	CM8021	2,891
Prior Period Adj -Decrease In Fund Balance	1	CM8015	
Restated Fund Balance - Beg of Year	2,331	CM8022	2,891
ADD - REVENUES AND OTHER SOURCES	560		1,146
DEDUCT - EXPENDITURES AND OTHER USES			416
Fund Balance - End of Year	2,891	CM8029	3,621

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(DA) HIGHWAY-TOWN-WIDE

Balance Sheet

Code Description	2015	EdpCode	2016
Assets			
Cash	520,589	DA200	541,030
TOTAL Cash	520,589		541,030
Due From Other Funds		DA391	516
TOTAL Due From Other Funds	0		516
Cash In Time Deposits Special Reserves	283,040	DA231	283,101
TOTAL Restricted Assets	283,040		283,101
TOTAL Assets and Deferred Outflows of Resources	803,629		824,646

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(DA) HIGHWAY-TOWN-WIDE

Balance Sheet

Code Description	2015	EdpCode	2016
Accounts Payable	12,221	DA600	11,279
TOTAL Accounts Payable	12,221		11,279
Accrued Liabilities	9,069	DA601	11,066
TOTAL Accrued Liabilities	9,069		11,066
TOTAL Liabilities	21,291		22,345
Fund Balance			
Capital Reserve	283,040	DA878	283,101
TOTAL Restricted Fund Balance	283,040		283,101
Assigned Appropriated Fund Balance	114,000	DA914	114,000
Assigned Unappropriated Fund Balance	385,298	DA915	405,201
TOTAL Assigned Fund Balance	499,298		519,201
TOTAL Fund Balance	782,338		802,301
TOTAL Liabilities, Deferred Inflows And Fund Balance	803,629		824,646

TOWN OF Guilford
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(DA) HIGHWAY-TOWN-WIDE

Results of Operation

Code Description	2015	EdpCode	2016
Revenues			
Real Property Taxes	668,481	DA1001	677,000
TOTAL Real Property Taxes	668,481		677,000
Sales Tax (from County)	104,000	DA1120	105,040
TOTAL Non Property Tax Items	104,000		105,040
Transportation Services, Other Govts	3,044	DA2300	2,604
TOTAL Intergovernmental Charges	3,044		2,604
Interest And Earnings	343	DA2401	390
TOTAL Use of Money And Property	343		390
Sales of Equipment		DA2665	7,425
TOTAL Sale of Property And Compensation For Loss	0		7,425
Gifts And Donations		DA2705	100
TOTAL Miscellaneous Local Sources	0		100
St Aid, Consolidated Highway Aid	210,430	DA3501	224,955
TOTAL State Aid	210,430		224,955
TOTAL Revenues	986,299		1,017,513
TOTAL Detail Revenues And Other Sources	986,299		1,017,513

TOWN OF Guilford
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(DA) HIGHWAY-TOWN-WIDE

Results of Operation

Code Description	2015	EdpCode	2016
Expenditures			
Maint of Streets, Pers Serv	144,751	DA51101	146,336
Maint of Streets, Contr Expend	78,039	DA51104	54,651
TOTAL Maint of Streets	222,790		200,988
Perm Improve Highway, Equip & Cap Outlay	209,037	DA51122	224,182
TOTAL Perm Improve Highway	209,037		224,182
Machinery, Equip & Cap Outlay	854	DA51302	201,562
Machinery, Contr Expend	62,777	DA51304	66,255
TOTAL Machinery	63,630		267,817
Brush And Weeds, Contr Expend	1,757	DA51404	1,749
TOTAL Brush And Weeds	1,757		1,749
Snow Removal, Pers Serv	95,490	DA51421	99,361
Snow Removal, Equip & Cap Outlay	6,585	DA51422	14,799
Snow Removal, Contr Expend	39,572	DA51424	18,761
TOTAL Snow Removal	141,647		132,920
TOTAL Transportation	638,861		827,656
State Retirement, Empl Bnfts	52,914	DA90108	46,083
Social Security , Empl Bnfts	18,049	DA90308	18,311
Unemployment Insurance, Empl Bnfts	221	DA90508	368
Hospital & Medical (dental) Ins, Empl Bnft	92,596	DA90608	102,696
Other Employee Benefits (spec)	2,568	DA90898	2,435
TOTAL Employee Benefits	166,348		169,894
TOTAL Expenditures	805,209		997,550
TOTAL Detail Expenditures And Other Uses	805,209		997,550

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(DA) HIGHWAY-TOWN-WIDE

Analysis of Changes in Fund Balance

Code Description	2015	EdpCode	2016
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	601,248	DA8021	782,343
Prior Period Adj -Decrease In Fund Balance		DA8015	5
Restated Fund Balance - Beg of Year	601,248	DA8022	782,338
ADD - REVENUES AND OTHER SOURCES	986,299		1,017,513
DEDUCT - EXPENDITURES AND OTHER USES	805,209		997,550
Fund Balance - End of Year	782,343	DA8029	802,306

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(DA) HIGHWAY-TOWN-WIDE

Budget Summary

Code Description	2016	EdpCode	2017
Estimated Revenues			
Est Rev - Real Property Taxes	677,000	DA1049N	682,617
Est Rev - Non Property Tax Items	105,040	DA1199N	105,040
EsT. ReV. - Intergovernmental Charges	3,000	DA2399N	3,000
Est Rev - Use of Money And Property	450	DA2499N	450
Est Rev - Sale of Prop And Comp For Loss	6,000	DA2699N	4,607
Est Rev - State Aid	182,265	DA3099N	224,182
TOTAL Estimated Revenues	973,755		1,019,896
Appropriated Fund Balance	114,000	DA599N	114,000
TOTAL Estimated Other Sources	114,000		114,000
TOTAL Estimated Revenues And Other Sources	1,087,755		1,133,896

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(DA) HIGHWAY-TOWN-WIDE

Budget Summary

Code Description	2016	EdpCode	2017
Appropriations			
App - Transportation	766,930	DA5999N	813,773
App - Employee Benefits	260,825	DA9199N	260,123
TOTAL Appropriations	1,027,755		1,073,896
Interfund Transfers	60,000	DA9999N	60,000
TOTAL Other Uses	60,000		60,000
TOTAL Appropriations And Other Uses	1,087,755		1,133,896

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Balance Sheet

Code Description	2015	EdpCode	2016
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Balance Sheet

Code Description	2015	EdpCode	2016
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Results of Operation

Code Description	2015	EdpCode	2016
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Results of Operation

Code Description	2015	EdpCode	2016
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(H) CAPITAL PROJECTS

Analysis of Changes in Fund Balance

Code Description	2015	EdpCode	2016
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Analysis of Changes in Fund Balance

Fund Balance - Beginning of Year		H8021	
Fund Balance - End of Year		H8029	

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(PN) PERMANENT

Balance Sheet

Code Description	2015	EdpCode	2016
Assets			
Cash	611	PN200	61
TOTAL Cash	611		61
TOTAL Assets and Deferred Outflows of Resources	611		61

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(PN) PERMANENT

Balance Sheet

Code Description	2015	EdpCode	2016
Due To Other Funds		PN630	
TOTAL Due To Other Funds	0		0
TOTAL Liabilities	0		0
Fund Balance			
Assigned Unappropriated Fund Balance	611	PN915	61
TOTAL Assigned Fund Balance	611		61
TOTAL Fund Balance	611		61
TOTAL Liabilities, Deferred Inflows And Fund Balance	611		61

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(PN) PERMANENT

Results of Operation

Code Description	2015	EdpCode	2016
Revenues			
Interest And Earnings	0	PN2401	
TOTAL Use of Money And Property	0		0
TOTAL Revenues	0		0
TOTAL Detail Revenues And Other Sources	0		0

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(PN) PERMANENT

Results of Operation

Code Description	2015	EdpCode	2016
Expenditures			
Misc Home & Comm Serv, Cont Expend		PN89894	
TOTAL Misc Home & Comm Serv	0		0
TOTAL Home And Community Services	0		0
TOTAL Expenditures	0		0
Transfers, Other Funds		PN99019	550
TOTAL Operating Transfers	0		550
TOTAL Other Uses	0		550
TOTAL Detail Expenditures And Other Uses	0		550

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(PN) PERMANENT

Analysis of Changes in Fund Balance

Code Description	2015	EdpCode	2016
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	611	PN8021	611
Restated Fund Balance - Beg of Year	611	PN8022	611
ADD - REVENUES AND OTHER SOURCES	0		
DEDUCT - EXPENDITURES AND OTHER USES			550
Fund Balance - End of Year	611	PN8029	61

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(SF) FIRE PROTECTION

Balance Sheet

Code Description	2015	EdpCode	2016
Assets			
Cash In Time Deposits		SF201	3,134
TOTAL Cash	0		3,134
TOTAL Assets and Deferred Outflows of Resources	0		3,134

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(SF) FIRE PROTECTION

Balance Sheet

Code Description	2015	EdpCode	2016
Fund Balance			
Assigned Unappropriated Fund Balance		SF915	3,134
TOTAL Assigned Fund Balance	0		3,134
TOTAL Fund Balance	0		3,134
TOTAL Liabilities, Deferred Inflows And Fund Balance	0		3,134

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(SF) FIRE PROTECTION

Results of Operation

Code Description	2015	EdpCode	2016
Revenues			
Real Property Taxes	109,953	SF1001	113,243
TOTAL Real Property Taxes	109,953		113,243
TOTAL Revenues	109,953		113,243
TOTAL Detail Revenues And Other Sources	109,953		113,243

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For the Fiscal Year Ending 2016

(SF) FIRE PROTECTION

Results of Operation

Code Description	2015	EdpCode	2016
Expenditures			
Fire Protection, Contr Expend	109,953	SF34104	110,109
TOTAL Fire Protection	109,953		110,109
TOTAL Public Safety	109,953		110,109
TOTAL Expenditures	109,953		110,109
TOTAL Detail Expenditures And Other Uses	109,953		110,109

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2016

(SF) FIRE PROTECTION

Analysis of Changes in Fund Balance

Code Description	2015	EdpCode	2016
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year		SF8021	
Restated Fund Balance - Beg of Year		SF8022	
ADD - REVENUES AND OTHER SOURCES	109,953		113,243
DEDUCT - EXPENDITURES AND OTHER USES	109,953		110,109
Fund Balance - End of Year		SF8029	3,134

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2016

(SL) LIGHTING

Balance Sheet

Code Description	2015	EdpCode	2016
Assets			
Cash	12,178	SL200	14,965
TOTAL Cash	12,178		14,965
TOTAL Assets and Deferred Outflows of Resources	12,178		14,965

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2016

(SL) LIGHTING

Balance Sheet

Code Description	2015	EdpCode	2016
Accounts Payable	1,006	SL600	
TOTAL Accounts Payable	1,006		0
TOTAL Liabilities	1,006		0
Fund Balance			
Assigned Unappropriated Fund Balance	11,172	SL915	14,965
TOTAL Assigned Fund Balance	11,172		14,965
TOTAL Fund Balance	11,172		14,965
TOTAL Liabilities, Deferred Inflows And Fund Balance	12,178		14,965

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2016

(SL) LIGHTING

Results of Operation

Code Description	2015	EdpCode	2016
Revenues			
Real Property Taxes	14,600	SL1001	14,750
TOTAL Real Property Taxes	14,600		14,750
Interest And Earnings	6	SL2401	7
TOTAL Use of Money And Property	6		7
TOTAL Revenues	14,606		14,757
TOTAL Detail Revenues And Other Sources	14,606		14,757

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2016

(SL) LIGHTING

Results of Operation

Code Description	2015	EdpCode	2016
Expenditures			
Street Lighting, Contr Expend	12,231	SL51824	10,964
TOTAL Street Lighting	12,231		10,964
TOTAL Transportation	12,231		10,964
TOTAL Expenditures	12,231		10,964
TOTAL Detail Expenditures And Other Uses	12,231		10,964

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2016

(SL) LIGHTING

Analysis of Changes in Fund Balance

Code Description	2015	EdpCode	2016
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	8,797	SL8021	11,173
Prior Period Adj -Decrease In Fund Balance	0	SL8015	1
Restated Fund Balance - Beg of Year	8,797	SL8022	11,172
ADD - REVENUES AND OTHER SOURCES	14,606		14,757
DEDUCT - EXPENDITURES AND OTHER USES	12,231		10,964
Fund Balance - End of Year	11,173	SL8029	14,966

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2016

(SW) WATER

Balance Sheet

Code Description	2015	EdpCode	2016
Assets			
Cash	153,605	SW200	133,904
TOTAL Cash	153,605		133,904
Water Rents Receivable	12,826	SW350	13,528
TOTAL Other Receivables (net)	12,826		13,528
Cash Special Reserves	19,733	SW230	19,741
TOTAL Restricted Assets	19,733		19,741
TOTAL Assets and Deferred Outflows of Resources	186,163		167,173

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2016

(SW) WATER

Balance Sheet

Code Description	2015	EdpCode	2016
Accounts Payable	1,293	SW600	2,447
TOTAL Accounts Payable	1,293		2,447
Due To Other Funds		SW630	516
TOTAL Due To Other Funds	0		516
TOTAL Liabilities	1,293		2,963
Fund Balance			
Reserve For Repairs	19,733	SW882	19,741
TOTAL Restricted Fund Balance	19,733		19,741
Assigned Appropriated Fund Balance	2,087	SW914	2,277
Assigned Unappropriated Fund Balance	163,051	SW915	142,192
TOTAL Assigned Fund Balance	165,138		144,469
TOTAL Fund Balance	184,871		164,210
TOTAL Liabilities, Deferred Inflows And Fund Balance	186,163		167,173

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2016

(SW) WATER

Results of Operation

Code Description	2015	EdpCode	2016
Revenues			
Real Property Taxes	32,364	SW1001	32,364
TOTAL Real Property Taxes	32,364		32,364
Metered Water Sales	41,245	SW2140	42,256
Unmetered Water Sales	57	SW2142	320
Interest & Penalties On Water Rents	909	SW2148	734
TOTAL Departmental Income	42,211		43,310
Interest And Earnings	75	SW2401	67
TOTAL Use of Money And Property	75		67
Refunds of Prior Year's Expenditures		SW2701	
Unclassified (specify)		SW2770	
TOTAL Miscellaneous Local Sources	0		0
Fed Aid, Water Cap Proj		SW4991	15,000
TOTAL Federal Aid	0		15,000
TOTAL Revenues	74,650		90,741
TOTAL Detail Revenues And Other Sources	74,650		90,741

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2016

(SW) WATER

Results of Operation

Code Description	2015	EdpCode	2016
Expenditures			
Water Administration, Pers Serv	4,046	SW83101	4,117
Water Administration, Equip & Cap Outlay		SW83102	86
Water Administration, Contr Expend	579	SW83104	2,071
TOTAL Water Administration	4,625		6,274
Source Supply Pwr & Pump, Equip & Cap Outlay	5,000	SW83202	651
Source Supply Pwr & Pump, Contr Expend	17,740	SW83204	63,124
TOTAL Source Supply Pwr & Pump	22,740		63,775
Water Purification, Pers Serv	22,926	SW83301	23,325
Water Purification, Equip & Cap Outlay		SW83302	324
Water Purification, Contr Expend	4,190	SW83304	8,796
TOTAL Water Purification	27,116		32,446
Water Trans & Distrib, Equip & Cap Outlay	35	SW83402	16
Water Trans & Distrib, Contr Expend	114	SW83404	3,901
TOTAL Water Trans & Distrib	150		3,917
TOTAL Home And Community Services	54,631		106,412
Social Security , Empl Bnfts	2,055	SW90308	2,090
TOTAL Employee Benefits	2,055		2,090
Debt Principal, Serial Bonds	2,899	SW97106	2,899
TOTAL Debt Principal	2,899		2,899
TOTAL Expenditures	59,585		111,401
TOTAL Detail Expenditures And Other Uses	59,585		111,401

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2016

(SW) WATER

Analysis of Changes in Fund Balance

Code Description	2015	EdpCode	2016
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	169,805	SW8021	184,871
Restated Fund Balance - Beg of Year	169,805	SW8022	184,871
ADD - REVENUES AND OTHER SOURCES	74,650		90,741
DEDUCT - EXPENDITURES AND OTHER USES	59,585		111,401
Fund Balance - End of Year	184,871	SW8029	164,213

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2016

(SW) WATER

Budget Summary

Code Description	2016	EdpCode	2017
Estimated Revenues			
Est Rev - Real Property Taxes	32,364	SW1049N	32,364
Est Rev - Use of Money And Property	45,240	SW2499N	45,920
TOTAL Estimated Revenues	77,604		78,284
Appropriated Fund Balance	2,087	SW599N	2,277
TOTAL Estimated Other Sources	2,087		2,277
TOTAL Estimated Revenues And Other Sources	79,691		80,561

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2016

(SW) WATER

Budget Summary

Code Description	2016	EdpCode	2017
Appropriations			
App - Home And Community Services	74,642	SW8999N	75,523
App-Employee Benefits	2,150	SW9199N	2,139
App - Debt Service	2,899	SW9899N	2,899
TOTAL Appropriations	79,691		80,561
TOTAL Appropriations And Other Uses	79,691		80,561

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2016

(TA) AGENCY

Balance Sheet

Code Description	2015	EdpCode	2016
Assets			
Cash	4,295	TA200	3,366
TOTAL Cash	4,295		3,366
TOTAL Assets and Deferred Outflows of Resources	4,295		3,366

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2016

(TA) AGENCY

Balance Sheet

Code Description	2015	EdpCode	2016
Due To Other Funds	1,000	TA630	1,000
TOTAL Due To Other Funds	1,000		1,000
Due To Other Governments	1,266	TA631	
TOTAL Due To Other Governments	1,266		0
Consolidated Payroll	2,306	TA10	2,306
State Retirement		TA18	238
Disability Insurance	549	TA19	767
Group Insurance	-825	TA20	-945
TOTAL Agency Liabilities	2,029		2,366
TOTAL Liabilities	4,295		3,366
TOTAL Liabilities, Deferred Inflows And Fund Balance	4,295		3,366

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2016

(W) GENERAL LONG-TERM DEBT

Balance Sheet

Code Description	2015	EdpCode	2016
Assets			
Total Non-Current Govt Liabilities	1,266,380	W129	1,183,481
TOTAL Provision To Be Made In Future Budgets	1,266,380		1,183,481
TOTAL Assets and Deferred Outflows of Resources	1,266,380		1,183,481

TOWN OF Guilford
Annual Update Document
For the Fiscal Year Ending 2016

(W) GENERAL LONG-TERM DEBT

Balance Sheet

Code Description	2015	EdpCode	2016
Liabilities, Deferred Inflows And Fund Balance			
Bonds Payable	1,266,380	W628	1,183,481
TOTAL Bond And Long Term Liabilities	1,266,380		1,183,481
TOTAL Liabilities	1,266,380		1,183,481
TOTAL Liabilities	1,266,380		1,183,481

TOWN OF Guilford
Statement of Indebtedness
For the Fiscal Year Ending 2016

2/28/2017

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	\$46,380	\$2,899	\$0	\$0		\$43,481
2008	BOND N	Building Project		Y	09/15/2008	09/15/2028	0.00%	Y	\$1,650,000	\$1,220,000	\$80,000	\$0	\$0		\$1,140,000
Total for Type/Exempt Status - Sums Issued Amt only made in AFR Year									\$0	\$1,266,380	\$82,899	\$0	\$0	\$0	\$1,183,481
AFR Year Total for All Debt Types - Sums Issued Amt only made in AFR Year									\$0	\$1,266,380	\$82,899	\$0	\$0	\$0	\$1,183,481

TOWN OF Guilford
 Schedule of Time Deposits and Investments
 For the Fiscal Year Ending 2016

	EDP Code	Amount
CASH:		
On Hand	9Z2001	\$0.00
Demand Deposits	9Z2011	\$1,582,361.64
Time Deposits	9Z2021	\$0.00
Total		\$1,582,361.64
 COLLATERAL:		
- FDIC Insurance	9Z2014	\$357,384.14
Collateralized with securities held in possession of municipality or its agent	9Z2014A	\$1,249,540.18
Total		\$1,606,924.32
 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 2016

Include All Checking, Savings and C.D. Accounts

Bank Account Number	Bank Balance	Add: Deposit In Transit	Less: Outstanding Checks	Adjusted Bank Balance
****-7183	\$61	\$0	\$0	\$61
****-7605	\$36,276	\$0	\$1,730	\$34,546
****-2722	\$50,790	\$0	\$0	\$50,790
****-3125	\$9,730	\$0	\$6,364	\$3,366
****-2760	\$3,621	\$0	\$0	\$3,621
****-7188	\$15,000	\$0	\$0	\$15,000
****-0435	\$263,091	\$0	\$0	\$263,091
****-3261	\$1,211,886	\$0	\$0	\$1,211,886
	Total Adjusted Bank Balance			\$1,582,362
	Petty Cash			\$.00
	Adjustments			\$.00
	Total Cash			9ZCASH * \$1,582,362
	Total Cash Balance All Funds			9ZCASHB * \$1,582,362
	* Must be equal			

TOWN OF Guilford
Local Government Questionnaire
For the Fiscal Year Ending 2016

	<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> <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> <u></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 2016

Total Full Time Employees:		7			
Total Part Time Employees:		15			
Account Code	Description	Total Expenditures (All Funds)	# of Full Time Employees	# of Part Time Employees	# of Retirees
90108	State Retirement System	\$75,049.00	6	7	5
90158	Police and Fire Retirement				
90258	Local Pension Fund				
90308	Social Security	\$33,218.55	7	15	
90408	Worker's Compensation Insurance				
90458	Life Insurance				
90508	Unemployment Insurance	\$442.08	7	7	
90558	Disability Insurance	\$0.00	7		
90608	Hospital and Medical (Dental) Insurance	\$134,327.26	7	1	
90708	Union Welfare Benefits				
90858	Supplemental Benefit Payment to Disabled Fire Fighters				
91890	Other Employee Benefits	\$2,435.00	6		
Total		\$245,471.89			
Computed Total From Financial Section (comparative purposes only)		\$245,471.89			

TOWN OF Guilford
 Energy Costs and Consumption
 For the Fiscal Year Ending 2016

Energy Type	Total Expenditures	Total Volume	Units Of Measure	Alternative Units Of Measure
Gasoline	\$4,485	2,557	gallons	
Diesel Fuel	\$17,917	9,492	gallons	
Fuel Oil			gallons	
Natural Gas			cubic feet	
Electricity	\$27,330	238,402	kilowatt-hours	
Coal			tons	
Propane	\$7,669	6,213	gallons	

TOWN OF Guilford
Schedule of Other Post Employment Benefits (OPEB)
For the Fiscal Year Ending 2016

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 12/31/2016, 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 12/31/2016 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 Rd., Guilford, NY 13815
Official Address

02/28/2017
Date of Certification

(607) 895-9966
Official Telephone Number

TOWN OF Guilford
Financial Comments
For the Fiscal Year Ending 2016

(DA) HIGHWAY-TOWN-WIDE

Adjustment Reason

Account Code DA8015 Prior fund balance rounded up - correction made to adjust to correct amount.

(SL) LIGHTING

Adjustment Reason

Account Code SL8015 To correct prior fund balance due to rounding