

**TOWN OF GUILDERLAND
FINANCIAL REPORT
DECEMBER 31, 2021**

DRAFT

TOWN OF GUILDERLAND

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INDEPENDENT AUDITOR'S REPORT

To the Members of the Town Board
Town of Guilderland
Guilderland, New York

Report of the Audit of the Statutory Financial Statements

Opinions

We have audited the statutory financial statements of the governmental fund type activities of the Town of Guilderland (the Town) as of and for the year ended December 31, 2021, as presented in the Annual Financial Report Update Document, and the related notes to the statutory financial statements.

Unmodified Opinion on Statutory Financial Statements

In our opinion, the accompanying statutory financial statements present fairly, in all material respects, the assets, liabilities, results of operations and changes in fund equity of the Town of Guilderland's governmental fund type and non-current governmental assets and non-current governmental liabilities groups of accounts as of and for the year ended December 31, 2021, in accordance with the financial provisions as contained in *Government Auditing Standards*, issued by the Comptroller General of the United States on the basis of accounting practices prescribed or permitted by the office of the New York State Comptroller as described in Note 1.

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles section of our report, the statutory financial statements do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of each fund of the Town of Guilderland, as of December 31, 2021, or the changes in its financial position, or where applicable, its cash flows for the year then ended.

Basis for Opinion on Statutory Financial Statements

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Statutory Financial Statements section of our report. We are required to be independent of the Town of Guilderland and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As described in Note 1 of the financial statements, the statutory financial statements are prepared by the Town of Guilderland, on the basis of accounting practices prescribed or permitted by the Office of the New York State Comptroller to demonstrate compliance with the Office of the New York State Comptroller's regulatory basis of accounting and budget laws, which is a basis of accounting other than accounting principles generally accepted in the United States of America. The effects on the statutory financial statements of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

Responsibilities of Management for the Statutory Financial Statements

The Town's management is responsible for the preparation and fair presentation of these statutory financial statements in accordance with financial reporting practices prescribed or permitted by the Office of the New York State Comptroller to demonstrate compliance with the office of the New York State Comptroller's regulatory basis of accounting and budget laws. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of statutory financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibilities for the Audit of the Statutory Financial Statements

Our objectives are to obtain reasonable assurance about whether the statutory financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the statutory financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the statutory financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the statutory financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town of Guilderland's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the statutory financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town of Guilderland's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Other Matters

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the 2021 statutory financial statements included in the Annual Financial Report Update Document of the Town as a whole. The Town's bank reconciliation information included on pages 61 and 62 of the Annual Financial Report Update Document is presented for purposes of additional analysis and is not a required part of the 2021 statutory financial statements. The information included on pages 61 and 62 are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the statutory financial statements. Such information has been subjected to the auditing procedures applied in the audit of the statutory financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the statutory financial statements or to the statutory financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information on pages 61 and 62 are fairly stated, in all material respects, in relation to the statutory financial statements as a whole.

Other Information

The supplementary information included on pages 7, 13, 26, 31, 49, 54, 59, 60 and 63 through 65 and the 2020 comparative financial information included in the Annual Financial Report Update Document has not been subjected to the auditing procedures applied in the audit of the statutory financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated _____, 2024 on our consideration of the Town of Guilderland's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control over financial reporting and compliance.

Restrictions on Use

Our report is intended solely for the information and use of the Town of Guilderland and the Office of the New York State Comptroller and is not intended to be, and should not be, used by anyone other than these specified parties.

Latham, NY

_____, 2024

ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(A) GENERAL
Balance Sheet

Code Description	2020	EDP Code	2021
Assets			
Cash	4,449,115	A200	4,157,852
Cash In Time Deposits	844,343	A201	819,629
Petty Cash	1,875	A210	2,175
TOTAL Cash	5,295,333		4,979,656
Accounts Receivable	518,150	A380	547,226
TOTAL Other Receivables (net)	518,150		547,226
Due From Other Funds	908,298	A391	1,061,307
TOTAL Due From Other Funds	908,298		1,061,307
Due From State and Federal Government	-	A410	1,746,354
Due From Other Governments	820,688	A440	4,165,062
TOTAL Due From Other Governments	820,688		5,911,416
Prepaid Expenses	123,768	A480	-
TOTAL Prepaid Expenses	123,768		-
Cash Special Reserves	398,107	A230	464,970
TOTAL Restricted Assets	398,107		464,970
TOTAL Assets	8,064,344		12,964,575
Liabilities			
Accounts Payable	522,103	A600	236,872
TOTAL Accounts Payable	522,103		236,872
Accrued Liabilities	7,550	A601	224,775
TOTAL Accrued Liabilities	7,550		224,775
Guaranty & Bid Deposits	1,488,059	A730	1,396,834
TOTAL Other Deposits	1,488,059		1,396,834
Other Liabilities	24,040	A688	3,411,208
Group Insurance	63,178	A720	53,269
TOTAL Other Liabilities	87,218		3,464,477
Due To Other Funds	3,280,423	A630	2,930,238
TOTAL Due To Other Funds	3,280,423		2,930,238
Due To Other Governments	121,152	A631	112,952
Receivers Fund	20,018	A742	20,018
TOTAL Due To Other Governments	141,170		132,970
TOTAL Liabilities	5,526,523		8,386,166
Deferred Inflows of Resources			
Deferred Inflows of Resources	23,239	A691	125,861
TOTAL Deferred Inflows of Resources	23,239		125,861
Fund Balance			
Not in Spendable Form	123,768	A806	-
TOTAL Nonspendable Fund Balance	123,768		-
Unemployment Insurance Reserve	5,059	A815	51,319
Other Restricted Fund Balance	393,048	A899	413,651
TOTAL Restricted Fund Balance	398,107		464,970
Assigned Appropriated Fund Balance	1,181,380	A914	300,000
Assigned Unappropriated Fund Balance	-	A915	908
TOTAL Assigned Fund Balance	1,181,380		300,908
Unassigned Fund Balance	811,327	A917	3,686,670
TOTAL Unassigned Fund Balance	811,327		3,686,670
TOTAL Fund Balance	2,514,582		4,452,548
TOTAL Liabilities, Deferred Inflows And Fund Balance	8,064,344		12,964,575

ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(A) GENERAL
Results of Operations

Code Description	2020	EDP Code	2021
Revenues			
Real Property Taxes	1,371,275	A1001	1,500,803
TOTAL Real Property Taxes	1,371,275		1,500,803
Other Payments In Lieu of Taxes	19,250	A1081	25,151
Interest and Penalties On Real Prop Taxes	57,938	A1090	59,883
TOTAL Real Property Tax Items	77,188		85,034
Non Prop Tax Dist By County	2,753,861	A1120	3,277,951
Franchises	707,111	A1170	579,330
TOTAL Non Property Tax Items	3,460,972		3,857,281
Clerk Fees	3,930	A1255	2,719
Police Fees	-	A1520	-
Vital Statistics Fees	18,012	A1603	18,650
Ambulance Charges	1,701,216	A1640	2,108,371
Other Health Departmental Income	5,280	A1689	23,971
Park and Recreational Charges	145,268	A2001	268,575
Refuse & Garbage Charges	412,461	A2130	443,093
Other Home & Community Services Income	22,709	A2189	30,579
TOTAL Departmental Income	2,308,876		2,895,958
General Services, Inter Government	54,786	A2210	69,906
TOTAL Intergovernmental Charges	54,786		69,906
Interest and Earnings	1,702	A2401	195
Rental of Real Property	204,470	A2410	250,132
TOTAL Use of Money and Property	206,172		250,327
Games of Chance	10	A2530	20
TOTAL Licenses and Permits	10		20
Fines and Forfeited Ball	414,693	A2610	473,294
TOTAL Fines and Forfeitures	414,693		473,294
Sales of Scrap and Excess Materials	-	A2650	1,748
Sales of Real Property	1,815	A2660	4,296
Sales of Equipment	330	A2665	6,270
Insurance Recoveries	(4,657)	A2680	63,883
TOTAL Sales of Property And Compensation For Loss	(2,512)		76,197
Refunds of Prior Year's Expenditures	1,061	A2701	56,047
Gifts and Donations	-	A2705	21,763
Proceeds of Seized & Unclaimed Property	20	A2715	80
AIM Related Payments	135,398	A2750	135,398
Unclassified (specify)	28,758	A2770	3,609
TOTAL Miscellaneous Local Sources	165,237		216,897
Interfund Revenues	600,000	A2801	800,000
TOTAL Interfund Revenues	600,000		800,000
St. Aid, Mortgage Tax	1,253,722	A3005	1,559,666
St. Aid - Other (specify)	5,308	A3089	52,754
St. Aid, Youth Programs	7,000	A3820	-
ST Aid - Capital Projects	-	A3087	32,792
TOTAL State Aid	1,266,030		1,645,212
Federal Aid - Other	28,896	A4089	91,239
TOTAL Federal Aid	28,896		91,239
TOTAL Revenues	9,951,623		11,962,168
Interfund Transfers	-	A5031	54,076
TOTAL Interfund Transfers	-		54,076
TOTAL Other Sources	-		54,076
TOTAL Detail Revenues And Other Sources	9,951,623		12,016,244

ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(A) GENERAL
Results of Operations

Code Description	2020	EDP Code	2021
Expenditures			
Legislative Board, Pers Serv	103,667	A10101	109,793
TOTAL Legislative Board	103,667		109,793
Municipal Court, Pers Serv	368,990	A11101	392,069
Municipal Court, Contr Expend	4,742	A11104	9,266
TOTAL Municipal Court	373,732		401,335
Supervisor, Pers Serv	237,490	A12201	250,790
Supervisor, Contr Expend	943	A12204	858
TOTAL Supervisor	238,433		251,648
Comptroller, Pers Serv	186,871	A13151	205,605
Comptroller, Contr Expend	4,204	A13154	1,504
TOTAL Comptroller	191,075		207,109
Auditor, Contr Expend	-	A13204	3,151
TOTAL Auditor	-		3,151
Tax Collection, Pers Serv	79,106	A13301	43,595
Tax Collection, Contr Expend	6,204	A13304	13,917
TOTAL Tax Collection	85,310		57,512
Purchasing, Pers Serv	4,690	A13451	5,234
TOTAL Purchasing	4,690		5,234
Assessment, Pers Serv	195,338	A13551	189,350
Assessment, Equip & Cap Outlay	-	A13552	595
Assessment, Contr Expend	225,959	A13554	215,840
TOTAL Assessment	421,297		405,785
Clerk, Pers Serv	59,127	A14101	119,785
Clerk, Equip & Cap Outlay	3,545	A14102	2,640
Clerk, Contr Expend	1,496	A14104	3,055
TOTAL Clerk	64,168		125,480
Law, Pers Serv	15,131	A14201	16,025
Law, Contr Expend	-	A14204	-
TOTAL Law	15,131		16,025
Personnel, Pers Serv	-	A14301	-
TOTAL Personnel	-		-
Elections, Contr Expend	58,619	A14504	69,626
TOTAL Elections	58,619		69,626
Records Mgmt, Pers Serv	25,371	A14601	26,982
Records Mgmt, Contr Expend	8,353	A14604	-
TOTAL Records Mgmt	33,724		26,982
Operations of Plant, Pers Serv	145,058	A16201	154,340
Operations of Plant, Equip & Cap Outlay	19,143	A16202	589
Operations of Plant, Contr Expend	96,154	A16204	87,565
TOTAL Operations of Plant	260,355		242,494
Central Garage, Pers Serv	39,296	A16401	42,256
Central Garage, Equip & Cap Outlay	2,003	A16402	2,023
Central Garage, Contr Expend	26,720	A16404	55,018
TOTAL Central Garage	68,019		99,297
Central Comm System, Pers Serv	7,513	A16501	8,739
Central Comm System, Contr Expend	510	A16504	-
TOTAL Central Comm System	8,023		8,739
Central Storeroom, Equip & Cap Outlay	-	A16602	-
Central Storeroom, Contr Expend	4,357	A16604	2,573
TOTAL Central Storeroom	4,357		2,573
Central Print & Mail, Contr Expend	11,754	A16704	24,234
TOTAL Central Print & Mail	11,754		24,234

ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(A) GENERAL
Results of Operations

Code Description	2020	EDP Code	2021
Central Data Process, Contr Expend	117,105	A16804	124,699
TOTAL Central Data Process	117,105		124,699
Unallocated Insurance, Contr Expend	53,152	A19104	81,996
TOTAL Unallocated Insurance	53,152		81,996
Municipal Assn Dues, Contr Expend	1,650	A19204	1,650
TOTAL Municipal Assn Dues	1,650		1,650
Pur of Land/right of Way, Equip & Cap Out	3,703	A19402	23,552
TOTAL Pur of Land/right of Wa	3,703		23,552
Taxes & Assess On Munic Prop, Contr Expend	11,175	A19504	11,809
TOTAL Taxes & Assess On Munic Prop	11,175		11,809
TOTAL General Government Support	2,129,139		2,300,723
Public Safety Comm Sys, Pers Serv	653,304	A30201	706,153
Public Safety Comm Sys, Equip & Cap Outlay	(3,712)	A30202	11,993
Public Safety Comm Sys, Contr Expend	10,439	A30204	12,472
TOTAL Public Safety Comm Sys	660,031		730,618
Police, Contr Expend	148,988	A31204	-
TOTAL Police	148,988		-
TOTAL Public Safety	809,019		730,618
Registrar of Vital Statistics, Pers Serv	9,144	A40201	9,513
TOTAL Registrar of Vital Statistics	9,144		9,513
Ambulance, Pers Serv	1,901,455	A45401	2,153,267
Ambulance, Equip & Cap Outlay	61,031	A45402	116,868
Ambulance, Contr Expend	307,076	A45404	466,703
TOTAL Ambulance	2,269,562		2,736,838
TOTAL Health	2,278,706		2,746,351
Street Admin, Pers Serv	148,296	A50101	157,839
Street Admin, Equip & Cap Outlay	389	A50102	1,182
Street Admin, Contr Expend	4,822	A50104	3,060
TOTAL Street Admin	153,507		162,081
Garage, Equip & Cap Outlay	3,835	A51322	21,612
Garage, Contr Expend	37,976	A51324	57,253
TOTAL Garage	41,811		78,865
TOTAL Transportation	195,318		240,946
Other Economic Opportunity Pro, Pers Serv	27,589	A63261	26,649
TOTAL Other Economic Opportunity Pro	27,589		26,649
Publicity, Pers Serv	3,028	A64101	-
Publicity, Contr Expend	5,769	A64104	4,666
TOTAL Publicity	8,797		4,666
Veterans Service, Contr Expend	827	A65104	533
TOTAL Veterans Service	827		533
TOTAL Economic Assistance And Opportunity	37,213		31,848

ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(A) GENERAL
Results of Operations

Code Description	2020	EDP Code	2021
Recreation Admini, Pers Serv	198,626	A70201	223,837
Recreation Admini, Equip & Cap Outlay	1,115	A70202	-
Recreation Admini, Contr Expend	96,316	A70204	139,297
TOTAL Recreation Admini	296,057		363,134
Parks, Equip & Cap Outlay	-	A71102	41,162
Parks, Contr Expend	2,710	A71104	3,759
TOTAL Parks	2,710		44,921
Special Rec Facility, Pers Serv	32,343	A71801	48,814
Special Rec Facility, Equip & Cap Outlay	-	A71802	6,976
Special Rec Facility, Contr Expend	7,544	A71804	13,667
TOTAL Special Rec Facility	39,887		69,457
Historian, Pers Serv	2,544	A75101	2,694
TOTAL Historian	2,544		2,694
Historical Property, Pers Serv	25,226	A75201	27,131
Historical Property, Equip & Cap Outlay	10,956	A75202	29,963
Historical Property, Contr Expend	20	A75204	-
TOTAL Historical Property	36,202		57,094
Other Performing Arts, Pers Serv	1,257	A75601	1,800
Other Performing Arts, Contr Expend	13,064	A75604	21,942
TOTAL Other Performing Arts	14,321		23,742
TOTAL Culture And Recreation	391,721		561,042
Refuse & Garbage, Pers Serv	482,673	A81601	508,761
Refuse & Garbage, Equip & Cap Outlay	-	A81602	24,033
Refuse & Garbage, Contr Expend	591,438	A81604	601,674
TOTAL Refuse & Garbage	1,074,111		1,134,468
Comm Beautification, Pers Serv	52,012	A85101	50,471
Comm Beautification, Contr Expend	5,961	A85104	5,379
TOTAL Comm Beautification	57,973		55,850
TOTAL Home And Community Services	1,132,084		1,190,318
State Retirement System	596,486	A90108	625,723
Social Security, Employer Cont	370,096	A90308	407,073
Worker's Compensation, Empl Bnfts	79,965	A90408	174,969
Unemployment Insurance, Empl Bnfts	42,254	A90508	-
Disability Insurance, Empl Bnfts	1,553	A90558	2,167
Hospital & Medical (dental) Ins, Empl Bnft	770,936	A90608	808,493
TOTAL Employee Benefits	1,861,290		2,018,425
Debt Principal, Serial Bonds	65,000	A97106	115,000
Install Pur Debt, Principal	41,884	A97856	124,530
TOTAL Debt Principal	106,884		239,530
Debt Interest, Serial Bonds	4,472	A97107	3,867
Install Pur Debt, Interest	6,341	A97857	14,053
TOTAL Debt Interest	10,813		17,920
TOTAL Expenditures	8,952,187		10,077,721
Other Uses			
Transfers, Other Funds	-	A99019	557
TOTAL Operating Transfers	-		557
TOTAL Other Uses	-		557
TOTAL Expenditures	8,952,187		10,078,278

ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

Analysis of Changes in Fund Balance

Code Description	2020	EDP Code	2021
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	1,395,784	A8021	2,514,582
Prior Period Adj -Increase In Fund Balance	119,362	A8012	-
Restated Fund Balance - Beg of Year	1,515,146	A8022	2,514,582
ADD - REVENUES AND OTHER SOURCES	9,951,623		12,016,244
DEDUCT - EXPENDITURES AND OTHER USES	8,952,187		10,078,278
Fund Balance - End of Year	2,514,582	A8029	4,452,548

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(A) GENERAL
Budget Summary

Code Description	2021	EDP Code	2022
Estimated Revenues			
Est Rev - Real Property Taxes	1,500,802	A1049N	1,519,225
Est Rev - Real Property Tax Items	100,600	A1099N	79,200
Est Rev - Non Property Tax Items	1,431,429	A1199N	2,120,000
Est Rev - Departmental Income	2,268,000	A1299N	3,232,293
Est Rev - Intergovernmental Charges	66,000	A2399N	-
Est Rev - Use of Money And Property	352,000	A2499N	215,500
Est Rev - Fines And Forfeitures	700,000	A2649N	500,000
Est Rev - Sale of Prop And Comp For Loss	6,000	A2699N	11,000
Est Rev - Miscellaneous Local Sources	7,000	A2799N	7,000
Est Rev - Interfund Revenues	800,000	A2801N	900,000
Est Rev - State Aid	582,400	A3099N	1,242,398
TOTAL Estimated Revenues	7,814,231		9,826,616
Appropriated Fund Balance	1,181,380	A599N	300,000
TOTAL Estimated Other Sources	1,181,380		300,000
TOTAL Estimated Revenues And Other Sources	8,995,611		10,126,616

Budget Summary

Code Description	2021	EDP Code	2022
Appropriations			
App - General Government Support	2,015,262	A1999N	2,192,374
App - Public Safety	693,894	A3999N	3,707,664
App- Health	2,392,762	A4999N	9,390
App - Transportation	219,507	A5999N	234,362
App - Economic Assistance And Opportunity	32,072	A6999N	36,180
App - Culture And Recreation	578,145	A7999N	588,135
App - Home And Community Services	1,034,763	A8999N	1,131,382
App - Employee Benefits	1,875,340	A9199N	2,043,155
App - Debt Service	153,866	A9899N	133,974
TOTAL Appropriations	8,995,611		10,076,616
App - Interfund Transfer	-	A9999N	50,000
TOTAL Other Uses	-		50,000
TOTAL Appropriations	8,995,611		10,126,616

ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year ended 12/31/2021

(B) GENERAL TOWN-OUTSIDE VG
Balance Sheet

Code Description	2020	EDP Code	2021
Assets			
Cash	-	B200	70,387
Cash In Time Deposits	750,274	B201	4,075,973
Petty Cash	650	B210	650
TOTAL Cash	750,924		4,147,010
Accounts Receivable	38,035	B380	63,688
TOTAL Other Receivables (net)	38,035		63,688
Due From Other Funds	59,115	B391	59,055
TOTAL Due From Other Funds	59,115		59,055
Due From Other Governments	3,151,242	B440	-
TOTAL Due From Other Governments	3,151,242		-
Prepaid Expenses	99,954	B480	28,581
TOTAL Prepaid Expenses	99,954		28,581
TOTAL Assets	4,099,270		4,298,334
Liabilities			
Accounts Payable	73,364	B600	50,127
TOTAL Accounts Payable	73,364		50,127
Accrued Liabilities	9,050	B601	309,724
TOTAL Accrued Liabilities	9,050		309,724
Due To Other Funds	3,578,326	B630	3,571,188
TOTAL Due To Other Funds	3,578,326		3,571,188
TOTAL Liabilities	3,660,740		3,931,039
Fund Balance			
Not in Spendable Form	99,954	B806	28,581
TOTAL Nonspendable Fund Balance	99,954		28,581
Assigned Unappropriated Fund Balance	338,576	B915	338,714
TOTAL Assigned Fund Balance	338,576		338,714
TOTAL Fund Balance	438,530		367,295
TOTAL Liabilities, Deferred Inflows And Fund Balance	4,099,270		4,298,334

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year ended 12/31/2021

(B) GENERAL TOWN-OUTSIDE VG
Results of Operations

Code Description	2020	EDP Code	2021
Revenues			
Sales Tax (from County)	8,948,386	B1120	9,913,377
TOTAL Non Property Tax Items	8,948,386		9,913,377
Police Department Fees	217,666	B1520	258,194
Safety Inspection Fees	288,728	B1560	351,155
Park and Recreational Charges	13,519	B2001	62,896
Other Culture & Recreation Income	36,701	B2089	39,445
Zoning Fees	12,338	B2110	9,720
TOTAL Departmental Income	568,952		721,410
Public Safety Services For Other Govtvs	34,118	B2260	34,444
TOTAL Intergovernmental Charges	34,118		34,444
Interest and Earnings	1,625	B2401	188
Rental of Real Property	7,150	B2410	6,600
TOTAL Use of Money and Property	8,775		6,788
Licenses, Other	16,042	B2545	18,753
Permits, Other	1,600	B2590	2,600
TOTAL Licenses and Permits	17,642		21,353
Sales of Scrap & Excess Materials	178	B2650	-
Sales of Equipment	6,290	B2665	6,270
Insurance Recoveries	49,261	B2680	87,982
TOTAL Sales of Property And Compensation For Loss	55,729		94,252
Refunds of Prior Year's Expenditures	2,148	B2701	6,709
Unclassified (specify)	2,081	B2770	104
TOTAL Miscellaneous Local Sources	4,229		6,813
St. Aid - Other (specify)	4,375	B3089	-
St. Aid, Other Public Safety	33,738	B3389	13,827
TOTAL State Aid	38,113		13,827
Federal Aid - Other	823	B4089	14,292
TOTAL Federal Aid	823		14,292
TOTAL Revenues	9,676,767		10,826,556
Interfund Transfers	25,000	B5031	557
TOTAL Interfund Transfers	25,000		557
TOTAL Other Sources	25,000		557
TOTAL Detail Revenues And Other Sources	9,701,767		10,827,113

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year ended 12/31/2021

(B) GENERAL TOWN-OUTSIDE VG
Results of Operations

Code Description	2020	EDP Code	2021
Expenditures			
Law, Pers Serv	15,131	B14201	16,025
TOTAL Law	15,131		16,025
Operation of Plant, Pers Serv	133,864	B16201	149,056
Operation of Plant, Equip & Cap Outlay	17,778	B16202	530
Operation of Plant, Contr Expend	97,018	B16204	63,753
TOTAL Operation of Plant	248,660		213,339
Central Garage, Pers Serv	39,296	B16401	42,257
Central Garage, Equip & Cap Outlay	370	B16402	2,023
Central Garage, Contr Expend	9,594	B16404	49,542
TOTAL Central Garage	49,260		93,822
Central Comm System, Pers Serv	41,435	B16501	30,089
TOTAL Central Comm System	41,435		30,089
Central Print & Mail Contr Expend	12,823	B16704	24,008
TOTAL Central Print & Mail	12,823		24,008
Central Data Process, Equip & Cap Outlay	-	B16802	-
Central Data Process, Contr Expend	181,279	B16804	172,864
TOTAL Central Data Process	181,279		172,864
Unallocated Insurance, Contr Expend	75,275	B19104	94,652
TOTAL Unallocated Insurance	75,275		94,652
Pur of Land/Right of way, Equip & Cap Outl	-	B19402	23,552
TOTAL Pur of Land/Right of Way	-		23,552
TOTAL General Government Support	623,863		668,351
Police, Pers Serv	4,002,881	B31201	4,141,663
Police, Equip & Cap Outlay	290,472	B31202	134,030
Police, Contr Expend	249,000	B31204	199,607
TOTAL Police	4,542,353		4,475,300
Traffic Control, Pers Serv	100,486	B33101	73,059
Traffic Control, Equip & Cap Outlay	26,131	B33102	26,881
Traffic Control, Contr Expend	17,447	B33104	51,953
TOTAL Traffic Control	144,064		151,893
Fire, Pers Serv	82,157	B34101	81,145
Fire, Equip & Cap Outlay	-	B34102	-
Fire, Contr Expend	17,508	B34104	15,019
TOTAL Fire	99,665		96,164
Control of Animals, Pers Serv	119,488	B35101	134,700
Control of Animals, Equip & Cap Outlay	1,924	B35102	1,958
Control of Animals, Contr Expend	10,980	B35104	13,027
TOTAL Control of Animals	132,392		149,685
Safety Inspection, Pers Serv	255,819	B36201	269,731
Safety Inspection, Equip & Cap Outlay	2,500	B36202	-
Safety Inspection, Contr Expend	2,218	B36204	4,112
TOTAL Safety Inspection	260,537		273,843
TOTAL Public Safety	5,179,011		5,146,885
Public Health, Pers Serv	360,591	B40101	406,137
Public Health, Equip & Cap Outlay	-	B40102	18,204
Public Health, Contr Expend	35,983	B40104	31,809
TOTAL Public Health	396,574		456,150
TOTAL Health	396,574		456,150
Street Lighting, Contr Expend	55,119	B51824	50,405
TOTAL Street Lighting	55,119		50,405
Sidewalks, Equip & Cap Outlay	-	B54102	4,400
Sidewalks, Contr Expend	6,226	B54104	1,554
TOTAL Sidewalks	6,226		5,954
TOTAL Transportation	61,345		56,359

ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year ended 12/31/2021

(B) GENERAL TOWN-OUTSIDE VG
Results of Operations

Code Description	2020	EDP Code	2021
Programs for Aging, Pers Serv	243,181	B67721	258,228
Programs for Aging, Equip & Cap Outlay	6,961	B67722	22,637
Programs for Aging, Contr Expend	18,425	B67724	31,333
TOTAL Programs for Aging	268,567		312,198
TOTAL Economic Assistance And Opportunity	268,567		312,198
Parks, Pers Serv	445,217	B71101	565,317
Parks, Equip & Cap Outlay	58,774	B71102	83,790
Parks, Contr Expend	135,264	B71104	153,279
TOTAL Parks	639,255		802,386
Library, Contr Expend	41,523	B74104	63,000
TOTAL Library	41,523		63,000
TOTAL Culture And Recreation	680,778		865,386
Zoning, Pers Serv	53,206	B80101	56,307
Zoning, Contr Expend	697	B80104	14
TOTAL Zoning	53,903		56,321
Planning, Pers Serv	156,522	B80201	164,005
Planning, Equip & Cap Outlay	1,186	B80204	1,209
TOTAL Planning	157,708		165,214
Drainage, Pers Serv	101,993	B85401	101,507
Drainage, Contr Expend	21,950	B85404	23,610
TOTAL Drainage	123,943		125,117
Forestry, Pers Serv	20,950	B87301	22,141
TOTAL Forestry	20,950		22,141
TOTAL Home And Community Services	356,504		368,793
State Retirement, Empl Bnfts	284,041	B90108	297,987
Police & Firemen Retirement, Empl Bnfts	929,930	B90158	1,001,803
Social Security, Empl Bnfts	458,320	B90308	483,471
Worker's Compensation, Empl Bnfts	142,367	B90408	219,643
Disability Insurance, Empl Bnfts	2,162	B90558	2,730
Hospital & Medical (dental) Ins, Empl Bnft	1,122,436	B90608	1,002,592
TOTAL Employee Benefits	2,939,256		3,008,226
TOTAL Expenditures	10,505,898		10,882,348
Other Uses			
Transfers, Capital Projects Fund	14,000	B99509	16,000
TOTAL Operating Transfers	14,000		16,000
TOTAL Other Uses	14,000		16,000
TOTAL Expenditures	10,519,898		10,898,348

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year ended 12/31/2021

(B) GENERAL TOWN-OUTSIDE VG
Analysis of Changes in Fund Balance

Code Description	2020	EDP Code	2021
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	1,256,661	B8021	438,530
	-		
Restated Fund Balance - Beg of Year	1,256,661	B8022	438,530
ADD - REVENUES AND OTHER SOURCES	9,701,767		10,827,113
DEDUCT - EXPENDITURES AND OTHER USES	10,519,898		10,898,348
Fund Balance - End of Year	438,530	B8029	367,295

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year ended 12/31/2021

(B) GENERAL TOWN-OUTSIDE VG
Budget Summary

Code Description	2021	EDP Code	2022
Estimated Revenues			
Est Rev - Non Property Tax Items	9,913,377	B1199N	10,906,512
Est Rev - Departmental Income	602,000	B1299N	582,000
Est Rev - Use of Money And Property	24,000	B2499N	25,100
Est Rev - Licenses And Permits	30,000	B2599N	-
Est Rev - Sale of Prop And Comp For Loss	-	B2699N	7,000
Est Rev - Miscellaneous Local Sources	6,500	B2799N	3,200
Est Rev - State Aid	70,000	B3099N	-
TOTAL Estimated Revenues	10,645,877		11,523,812
Estimated - Interfund Transfers	75,000	B5031N	-
TOTAL Estimated Other Sources	75,000		-
TOTAL Estimated Revenues And Other Sources	10,720,877		11,523,812

(B) GENERAL TOWN-OUTSIDE VG
Budget Summary

Code Description	2021	EDP Code	2022
Appropriations			
App - General Government Support	664,879	B1999N	753,325
App - Public Safety	5,255,392	B3999N	5,683,789
App- Health	408,712	B4999N	446,467
App - Transportation	171,353	B5999N	191,664
App - Economic Assistance And Opportunity	185,319	B6999N	192,806
App - Culture And Recreation	855,983	B7999N	883,806
App - Home And Community Services	371,657	B8999N	373,457
App - Employee Benefits	2,807,582	B9199N	2,968,498
App - Debt Service	-	B9899N	-
TOTAL Appropriations	10,720,877		11,493,812
App - Interfund Transfer	-	B9999N	30,000
TOTAL Other Uses	-		30,000
TOTAL Appropriations	10,720,877		11,523,812

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ANNUAL FINANCIAL REORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(CD) SPECIAL GRANT
Balance Sheet

Code Description	2020	EDP Code	2021
Assets			
Cash	61,862	CD200	51,219
TOTAL Cash	61,862		51,219
TOTAL Assets	<u>61,862</u>		<u>51,219</u>
Accounts Payable	564	CD600	74
TOTAL Accounts Payable	564		74
Customers' Deposits	28,201	CD615	46,408
TOTAL Other Deposits	28,201		46,408
TOTAL Liabilities	28,765		46,482
Deferred Inflows of Resources			
Deferred Inflow of Resources	20,107	CD691	-
TOTAL Deferred Inflows of Resources	20,107		-
TOTAL Deferred Inflows of Resources	20,107		-
Fund Balance			
Assigned Unappropriated Fund Balance	12,990	CD915	4,737
TOTAL Assigned Fund Balance	12,990		4,737
TOTAL Fund Balance	33,097		4,737
TOTAL Liabilities, Deferred Inflows And Fund Balance	<u>61,862</u>		<u>51,219</u>

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ANNUAL FINANCIAL REORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(CD) SPECIAL GRANT
Results of Operations

Code Description	2020	EDP Code	2021
Revenues			
Interest and Earnings	10	CD2401	2
TOTAL Use of Money and Property	10		2
Fed. Aid, Community Development Act	112,664	CD4910	111,827
Fed. Aid, Emergency Disaster Assistance	736,012	CD4915	783,909
TOTAL Federal Aid	848,676		895,736
TOTAL Revenues	848,686		895,739
TOTAL Detail Revenues And Other Sources	848,686		895,739
Expenditures			
Pay For Loss of Rental Inc, Contr E	836,928	CD86724	903,992
TOTAL Pay For Loss of Rental Inc	836,928		903,992
TOTAL Home And Community Services	836,928		903,992
TOTAL Expenditures	836,928		903,992
TOTAL Expenditures	836,928		903,992

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ANNUAL FINANCIAL REORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(CD) SPECIAL GRANT
Analysis of Changes in Fund Balance

Code Description	2020	EDP Code	2021
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	1,232	CD8021	12,990
Restated Fund Balance - Beg of Year	1,232	CD8022	12,990
ADD - REVENUES AND OTHER SOURCES	848,687		895,739
DEDUCT - EXPENDITURES AND OTHER USES	836,929		903,992
Fund Balance - End of Year	12,990	CD8029	4,737

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year ended 12/31/2021

(CM) MISCELLANEOUS SPECIAL REV
Balance Sheet

Code Description	2020	EDP Code	2021
Assets			
Cash Special Reserves	336,498	CM230	384,015
TOTAL Restricted Assets	336,498		384,015
Due From Other Funds	2,000	CM391	2,000
TOTAL Due From Other Funds	2,000		2,000
TOTAL Assets and Deferred Outflows of Resources	<u>338,498</u>		<u>386,015</u>
Fund Balance			
Other Restricted Fund Balance	338,498	CM899	386,015
TOTAL Restricted Fund Balance	338,498		386,015
TOTAL Fund Balance	338,498		386,015
TOTAL Liabilities, Deferred Inflows And Fund Balance	<u>338,498</u>		<u>386,015</u>

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year ended 12/31/2021

(CM) MISCELLANEOUS SPECIAL REV
Results of Operations

Code Description	2020	EDP Code	2021
Revenues			
Other Culture And Recreation Income	88,600	CM2089	52,300
TOTAL Departmental Income	88,600		52,300
Interest and Earnings	103	CD2401	37
TOTAL Use of Money and Property	103		37
TOTAL Revenues	88,703		52,337
TOTAL Revenues	88,703		52,337
Expenditures			
Other Uses			
Other Culture and Recreation, Contr. Expend	-	CM79894	4,820
TOTAL Operating Transfers	-		4,820
TOTAL Other Uses	-		4,820
TOTAL Expenditures	-		4,820

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year ended 12/31/2021

(CM) MISCELLANEOUS SPECIAL REV
Analysis of Changes in Fund Balance

Code Description	2020	EDP Code	2021
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	249,795	CM8021	338,498
Restated Fund Balance - Beg of Year	249,795	CM8022	338,498
ADD - REVENUES AND OTHER SOURCES	88,703		52,337
DEDUCT - EXPENDITURES AND OTHER USES	-		4,820
Fund Balance - End of Year	338,498	CM8029	386,015

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(CR) RECREATION
Balance Sheet

Code Description	2020	EDP Code	2021
Assets			
Cash	205,789	CR200	379,176
Cash In Time Deposits	242,910	CR201	-
Petty Cash	-		1,250
TOTAL Cash	448,699		380,426
Accounts Receivable	140,902	CR380	276,270
TOTAL Other Receivables (net)	140,902		276,270
Due From Other Funds	8,542	CR391	8,527
TOTAL Due From Other Funds	8,542		8,527
Prepaid Expenses	5,792	CR480	-
TOTAL Prepaid Expenses	5,792		-
TOTAL Assets	603,935		665,223
Accounts Payable	4,097	CR600	5,858
TOTAL Accounts Payable	4,097		5,858
Accrued Liabilities	-	CR601	7,408
TOTAL Accrued Liabilities	-		7,408
Customers' Deposits	10,537	CR615	10,537
TOTAL Other Deposits	10,537		10,537
Due To Other Funds	1,741,180	CR630	1,795,277
TOTAL Due To Other Funds	1,741,180		1,795,277
TOTAL Liabilities	1,755,814		1,819,080
Deferred Inflows of Resources			
Deferred Inflow of Resources	81,740	CR691	105,655
TOTAL Deferred Inflows of Resources	81,740		105,655
TOTAL Deferred Inflows of Resources	81,740		105,655
Fund Balance			
Not in Spendable Form	5,792	CR806	-
TOTAL Nonspendable Fund Balance	5,792		-
Unassigned Fund Balance	(1,239,411)	CR917	(1,259,512)
TOTAL Unassigned Fund Balance	(1,239,411)		(1,259,512)
TOTAL Fund Balance	(1,233,619)		(1,259,512)
TOTAL Liabilities, Deferred Inflows And Fund Balance	603,935		665,223

ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(CR) RECREATION

Results of Operations

Code Description	2020	EDP Code	2021
Revenues			
Special Recreational Facility Charges	806,701	CR2025	908,905
TOTAL Departmental Income	806,701		908,905
Interest and Earnings	38	CR2401	12
Rental of Real Property	14,200	CR2410	33,400
TOTAL Use of Money and Property	14,238		33,412
Unclassified (specify)	4,106	CR2770	6,761
TOTAL Miscellaneous Local Sources	4,106		6,761
TOTAL Revenues	825,045		949,078
TOTAL Detail Revenues And Other Sources	825,045		949,078
Expenditures			
Unallocated Insurance-Contractual	7,860	CR19104	9,402
TOTAL Unallocated Insurance-Contractual	7,860		9,402
TOTAL General Government Support	7,860		9,402
Special Rec Facility, Pers Serv	319,894	CR71801	275,268
Special Rec Facility, Equip & Cap Outlay	15,400	CR71802	10,073
Special Rec Facility, Contr Expend	160,666	CR71804	183,325
TOTAL Special Rec Facility	495,960		468,666
TOTAL Culture And Recreation	495,960		468,666
State Retirement Empl Bnfts	42,606	CR90108	44,688
Social Security Empl Bnfts	23,985	CR90308	20,794
Worker's Compensation, Empl Bnfts	11,331	CR90408	6,391
Disability Insurance, Empl Bnfts	207	CR90558	80
Hospital & Medical (dental) Ins, Empl Bnft	67,147	CR90608	55,450
TOTAL Employee Benefits	145,276		127,403
Serial Bonds, Principal	360,000	CR97106	330,000
TOTAL Debt Principal	360,000		330,000
Debt Interest, Serial Bonds	55,900	CR97107	39,500
TOTAL Debt Interest	55,900		39,500
TOTAL Expenditures	1,064,996		974,971
TOTAL Expenditures	1,064,996		974,971

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(CR) RECREATION
Analysis of Changes in Fund Balance

Code Description	2020	EDP Code	2021
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	(993,668)	CR8021	(1,233,619)
Restated Fund Balance - Beg of Year	(993,668)	CR8022	(1,233,619)
ADD - REVENUES AND OTHER SOURCES	825,045		949,078
DEDUCT - EXPENDITURES AND OTHER USES	1,064,996		974,971
Fund Balance - End of Year	(1,233,619)	CR8029	(1,259,512)

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ANNUAL FINANCIAL REORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(DA) HIGHWAY - TOWN-WIDE
Balance Sheet

Code Description	2020	EDP Code	2021
Assets			
Cash In Time Deposits	12,898	DA201	12,898
TOTAL Cash	12,898		12,898
TOTAL Assets	12,898		12,898
Fund Balance			
Assigned Unappropriated Fund Balance	12,898	DA915	12,898
TOTAL Assigned Fund Balance	12,898		12,898
TOTAL Fund Balance	12,898		12,898
TOTAL Liabilities, Deferred Inflows And Fund Balance	12,898		12,898

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(DA) HIGHWAY - TOWN-WIDE
Results of Operations

Code Description	2020 EDP Code	2021
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ANNUAL FINANCIAL REORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(DA) HIGHWAY - TOWN-WIDE
Analysis of Changes in Fund Balance

Code Description	2020	EDP Code	2021
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	12,898	DA8021	12,898
Restated Fund Balance - Beg of Year	12,898	DA8022	12,898
Fund Balance - End of Year	12,898	DA8029	12,898

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ANNUAL FINANCIAL REORT UPDATE DOCUMENT
 Town of Guilderland
 For the Fiscal Year Ended 12/31/2021

(DA) HIGHWAY - TOWN-WIDE
 Budget Summary

Code Description	2021	EDP Code	2022
Estimated Revenues			
Est Rev - Real Property Taxes	-	DA1049N	-
TOTAL Estimated Revenues	-		-
TOTAL Estimated Revenues	-		-

(DA) HIGHWAY - TOWN-WIDE
 Budget Summary

Code Description	2021	EDP Code	2022
Appropriations			
App - Transportation	-	DA5999N	-
TOTAL Appropriations	-		-
TOTAL Appropriations	-		-

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(DB) HIGHWAY - PART-TOWN
Balance Sheet

Code Description	2020	EDP Code	2021
Assets			
Cash In Time Deposits	389,229	DB201	735,587
TOTAL Cash	389,229		735,587
Accounts Receivable	41,897	DB380	676,661
TOTAL Other Receivables (net)	41,897		676,661
Due From Other Funds	1,756,427	DB391	911,970
TOTAL Due From Other Funds	1,756,427		911,970
Prepaid Expenses	38,599	DB480	-
TOTAL Prepaid Expenses	38,599		-
TOTAL Assets	2,226,152		2,324,218
Accounts Payable	46,957	DB600	27,818
TOTAL Accounts Payable	46,957		27,818
Accrued Liabilities	-	DB601	80,190
TOTAL Accrued Liabilities	-		80,190
Due To Other Funds	13,637	DB630	256,903
TOTAL Due To Other Funds	13,637		256,903
TOTAL Liabilities	60,594		364,911
Fund Balance			
Not in Spendable Form	38,599	DB806	-
TOTAL Nonspendable Fund Balance	38,599		-
Assigned Unappropriated Fund Balance	2,126,959	DB915	1,959,307
TOTAL Assigned Fund Balance	2,126,959		1,959,307
TOTAL Fund Balance	2,165,558		1,959,307
TOTAL Liabilities, Deferred Inflows And Fund Balance	2,226,152		2,324,218

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(DB) HIGHWAY - PART-TOWN
Results of Operations

Code Description	2020	EDP Code	2021
Revenues			
Real Property Taxes	3,612,135	DB1001	3,309,637
TOTAL Real Property Taxes	3,612,135		3,309,637
Sales Tax (from County)	-	DB1120	955,194
TOTAL Non Property Tax Items	-		955,194
Interest and Earnings	631	DB2401	155
TOTAL Use of Money and Property	631		155
Sales of Scrap & Excess Materials	4,360	DB2650	11,914
Sales of Equipment	25,072	DB2665	3,628
Insurance Recoveries	1,510	DB2680	3,264
TOTAL Sales of Property And Compentation For Loss	30,942		18,806
St. Aid, Consolidated Highway Aid	227,694	DB3501	-
TOTAL State Aid	227,694		-
TOTAL Revenues	3,871,402		4,283,792
TOTAL Detail Revenues And Other Sources	3,871,402		4,283,792
Expenditures			
Unallocated Insurance, Contr Expend	63,689	DB19104	87,503
TOTAL Unallocated Insurance	63,689		87,503
Judgements And Claims, Contr Expend	4,391	DB19304	-
TOTAL Judgements And Claims	4,391		-
TOTAL General Government Support	68,080		87,503
Maint of Streets, Pers Serv	544,097	DB51101	609,874
Maint of Streets, Contr Expend	236,105	DB51104	552,540
TOTAL Maint of Streets	780,202		1,162,414
Perm Improve Highway, Equip & Cap Outlay	277,187	DB51122	801,113
TOTAL Perm Improve Highway	277,187		801,113
Machinery, Pers Serv	390,281	DB51301	267,764
Machinery, Equip & Cap Outlay	199,545	DB51302	983
Machinery, Contr Expend	182,679	DB51304	181,342
TOTAL Machinery	772,505		450,089
Brush And Weeds, Pers Serv	23,847	DB51401	25,244
Brush And Weeds, Contr Expend	968	DB51404	2,264
TOTAL Brush And Weeds	24,815		27,508
Snow Removal, Pers Serv	654,761	DB51421	739,659
Snow Removal, Contr Expend	215,395	DB51424	243,938
TOTAL Snow Removal	870,156		983,597
TOTAL Transportation	2,724,865		3,424,721

ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(DB) HIGHWAY - PART-TOWN
Results of Operations

Code Description	2020	EDP Code	2021
State Retirement Empl Bnfts	241,435	DB90108	253,290
Social Security Empl Bnfts	119,102	DB90308	120,614
Worker's Compensation, Empl Bnfts	141,736	DB90408	61,958
Disability Insurance, Empl Bnfts	771	DB90558	769
Hospital & Medical (dental) Ins, Empl Bnft	463,860	DB90608	498,188
TOTAL Employee Benefits	966,904		934,819
TOTAL Expenditures	3,759,849		4,447,043
Transfers, Other Funds	-	DB99019	1,000
Transfers, Capital Projects Fund	-	DB99509	42,000
TOTAL Operating Transfers	-		43,000
TOTAL Other Uses	-		43,000
TOTAL Expenditures	3,759,849		4,490,043

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
 Town of Guilderland
 For the Fiscal Year Ended 12/31/2021

(DB) HIGHWAY - PART-TOWN
 Analysis of Changes in Fund Balance

Code Description	2020	EDP Code	2021
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	2,054,005	DB8021	2,165,558
Restated Fund Balance - Beg of Year	2,054,005	DB8022	2,165,558
ADD - REVENUES AND OTHER SOURCES	3,871,402		4,283,792
DEDUCT - EXPENDITURES AND OTHER USES	3,759,849		4,490,043
Fund Balance - End of Year	2,165,558	DB8029	1,959,307

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(DB) HIGHWAY - PART-TOWN
Budget Summary

Code Description	2021	EDP Code	2022
Estimated Revenues			
Est Rev - Real Property Taxes	3,309,637	DB1049N	3,300,108
Est Rev - Non Property Tax Items	955,194	DB1199N	793,488
Est Rev - Use of Money And Property	2,500	DB2499N	2,200
Est Rev - State Aid	220,000	DB3099N	350,000
TOTAL Estimated Revenues	4,487,331		4,445,796
TOTAL Estimated Revenues And Other Sources	4,487,331		4,445,796

(DB) HIGHWAY - PART-TOWN
Budget Summary

Code Description	2021	EDP Code	2022
Appropriations			
App - Transportation	3,373,721	DB5999N	3,310,641
App - Employee Benefits	1,070,610	DB9199N	1,092,155
TOTAL Appropriations	4,444,331		4,402,796
App - Interfund Transfer	43,000	DB9999N	43,000
TOTAL Other Uses	43,000		43,000
TOTAL Appropriations	4,487,331		4,445,796

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(H) CAPITAL PROJECTS
Balance Sheet

Code Description	2020	EDP Code	2021
Assets			
Cash	5,698,953	H200	7,043,939
TOTAL Cash	5,698,953		7,043,939
Accounts Receivable	31,257	H380	16,000
TOTAL Other Receivables (net)	31,257		16,000
Due From Other Funds	4,187,919	H391	3,887,005
TOTAL Due From Other Funds	4,187,919		3,887,005
Due From Other Governments	-	H440	273,465
TOTAL Due From Other Governments	-		273,465
Cash Special Reserves	549,044	H230	396,479
TOTAL Restricted Assets	549,044		396,479
TOTAL Assets	10,467,173		11,616,888
Accounts Payable	28,143	H600	184,496
TOTAL Accounts Payable	28,143		184,496
Due To Other Funds	307,356	H630	646,276
TOTAL Due To Other Funds	307,356		646,276
TOTAL Liabilities	335,499		830,772
Deferred Inflows of Resources			
Deferred Inflows of Resources	36,665	H691	45,832
TOTAL Deferred Inflows of Resources	36,665		45,832
Fund Balance			
Capital Reserve	549,044	H878	396,479
Other Restricted Fund Balance	181,319	H899	181,616
TOTAL Restricted Fund Balance	730,363		578,095
Assigned Unappropriated Fund Balance	9,364,646	H915	10,162,189
TOTAL Assigned Fund Balance	9,364,646		10,162,189
TOTAL Fund Balance	10,095,009		10,740,284
TOTAL Liabilities, Deferred Inflows And Fund Balance	10,467,173		11,616,888

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(H) CAPITAL PROJECTS
Results of Operations

Code Description	2020	EDP Code	2021
Revenues			
Interest and Earnings	2,897	H2401	680
TOTAL Use of Money and Property	2,897		680
Other Compensation for Loss	-	H2690	875,000
TOTAL Use of Money and Property	-		875,000
St. Aid Transportation Capital Grants	-	H3597	11,396
St. Aid, Culture & Rec-Capital Proj	3,141,245	H3897	107,029
TOTAL State Aid	3,141,245		118,425
Federal Aid Capital Proj Publi	-	H4597	155,040
TOTAL Federal Aid	-		155,040
TOTAL Revenues	3,144,142		1,149,145
Interfund Transfers	2,009,000	H5031	308,000
TOTAL Interfund Transfers	2,009,000		308,000
Installment Purchase Debt	335,000	H5785	-
TOTAL Proceeds of Obligations	335,000		-
TOTAL Other Sources	2,344,000		308,000
TOTAL Detail Revenues And Other Sources	5,488,142		1,457,145
Expenditures			
Ambulance, Equip & Cap Outlay	200,000	H45402	89,029
TOTAL Ambulance	200,000		89,029
TOTAL Health	200,000		89,029
Sidewalks, Equip & Cap Outlay	101,752	H54102	143,823
TOTAL Sidewalks	101,752		143,823
TOTAL Transportation	101,752		143,823
Other Culture and Rec, Equip & Cap Outlay	-	H79892	18,000
TOTAL Historical Property	-		18,000
TOTAL Culture And Recreation	-		18,000
Refuse & Garbage, Equip & Cap Outlay	135,000	H81602	-
TOTAL Refuse & Garbage	135,000		-
Water Trans & Distrib, Equip & Cap Outlay	947,756	H83402	279,460
TOTAL Water Trans & Distrib	947,756		279,460
Drain & Storm, Equip & Cap Outlay	241,728	H85972	231,482
TOTAL Drain & Storm	241,728		231,482
TOTAL Home And Community Services	1,324,484		510,942
TOTAL Expenditures	1,626,236		761,794
Transfers, Other Funds	1,025,000	H99019	50,076
TOTAL Operating Transfers	1,025,000		50,076
TOTAL Other Uses	1,025,000		50,076
TOTAL Expenditures	2,651,236		811,870

ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(H) CAPITAL PROJECTS
Analysis of Changes in Fund Balance

Code Description	2020	EDP Code	2021
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	7,258,103	H8021	10,095,009
Restated Fund Balance - Beg of Year	7,258,103	H8022	10,095,009
ADD - REVENUES AND OTHER SOURCES	5,488,142		1,457,145
DEDUCT - EXPENDITURES AND OTHER USES	2,651,236		811,870
Fund Balance - End of Year	10,095,009	H8029	10,740,284

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(K) GENERAL FIXED ASSETS
Balance Sheet

Code Description	2020	EDP Code	2021
Assets			
Land	16,410,973	K101	16,410,973
Buildings	25,219,152	K102	25,219,152
Improvements Other Than Buildings	4,752,101	K103	4,752,101
Machinery and Equipment	25,596,424	K104	26,541,368
CIP	1,735,071	K105	1,781,800
Infrastructure	76,736,247	K106	82,519,389
TOTAL Fixed Assets (net)	150,449,968		157,224,783
Deferred Outflows of Resources			
Deferred Outflows of Resources - Pensions	10,953,452	K496	13,724,921
Total Deferred Outflows of Resources	10,953,452		13,724,921
TOTAL Assets	161,403,420		170,949,704
Liabilities			
Total Non-Current Govt Assets	161,403,420	K159	170,949,704
TOTAL Investments in Non-Current Government Assets	161,403,420		170,949,704
TOTAL Fund Balance	161,403,420		170,949,704
TOTAL	161,403,420		170,949,704

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(SF) FIRE PROTECTION
Balance Sheet

Code Description	2020	EDP Code	2021
Assets			
Cash Special Reserves	858,274	SF230	3
TOTAL Restricted Assets	858,274		3
TOTAL Assets And Deferred Outflows of Resources	858,274		3
Due To Other Funds	858,271		-
TOTAL Due To Other Funds	858,271		-
Fund Balance			
Assigned Unappropriated Fund Balance	3	SF915	3
TOTAL Assigned Fund Balance	6		3
TOTAL Fund Balance	6		3
TOTAL Liabilities, Deferred Inflows And Fund Balance	858,277		3

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(SF) FIRE PROTECTION
Results of Operations

Code Description	2020	EDP Code	2021
Revenues			
Real Property Taxes	156,804	SF1001	161,000
TOTAL Real Property Taxes	156,804		161,000
TOTAL Revenues	156,804		161,000
TOTAL Revenues	156,804		161,000
Expenditures			
Fire Protection, Contr Expend	156,804	SF34104	161,000
TOTAL Fire Protection	156,804		161,000
TOTAL Public Safety	156,804		161,000
TOTAL Expenditures	156,804		161,000
TOTAL Expenditures	156,804		161,000

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(SF) FIRE PROTECTION
Analysis of Changes in Fund Balance

Code Description	2020	EDP Code	2021
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	3	SF8021	3
Prior Period Adj -Increase In Fund Balance		SF8012	
Restated Fund Balance - Beg of Year	3	SF8022	3
ADD - REVENUES AND OTHER SOURCES	156,804		161,000
DEDUCT - EXPENDITURES AND OTHER USES	156,804		161,000
Fund Balance - End of Year	3	SF8029	3

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(SL) LIGHTING
Balance Sheet

Code Description	2020	EDP Code	2021
Assets			
Cash	98,102	SL200	134,737
TOTAL Cash	98,102		134,737
TOTAL Assets	98,102		134,737
Accounts Payable	3,061	SL600	7,491
TOTAL Accounts Payable	3,061		7,491
Due To Other Funds	35,809	SL630	51,522
TOTAL Due To Other Funds	35,809		51,522
TOTAL Liabilities	38,870		59,013
Fund Balance			
Assigned Unappropriated Fund Balance	59,232	SL915	75,724
TOTAL Assigned Fund Balance	59,232		75,724
TOTAL Fund Balance	59,232		75,724
TOTAL Liabilities, Deferred Inflows And Fund Balance	98,102		134,737

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(SL) LIGHTING
Results of Operations

Code Description	2020	EDP Code	2021
Revenues			
Real Property Taxes	45,900	SL1001	47,000
TOTAL Real Property Taxes	45,900		47,000
Interest and Earnings	283	SL2401	206
TOTAL Use of Money and Property	283		206
TOTAL Revenues	46,183		47,206
TOTAL Detail Revenues And Other Sources	<u>46,183</u>		<u>47,206</u>
Expenditures			
Street Lighting, Contr Expend	42,311	SL51824	30,714
TOTAL Street Lighting	42,311		30,714
TOTAL Transportation	42,311		30,714
TOTAL Expenditures	42,311		30,714
TOTAL Expenditures	<u>42,311</u>		<u>30,714</u>

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(SL) LIGHTING
Analysis of Changes in Fund Balance

Code Description	2020	EDP Code	2021
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	55,360	SL8021	59,232
Restated Fund Balance - Beg of Year	55,360	SL8022	59,232
ADD - REVENUES AND OTHER SOURCES	46,183		47,206
DEDUCT - EXPENDITURES AND OTHER USES	42,311		30,714
Fund Balance - End of Year	59,232	SL8029	75,724

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(SM) MISCELLANEOUS
Balance Sheet

Code Description	2020	EDP Code	2021
Assets			
Cash	300,292	SM200	617,653
TOTAL Cash	300,292		617,653
TOTAL Assets	300,292		617,653
Liabilities			
Accounts Payable	2,548	SM600	-
TOTAL Accounts Payable	2,548		-
TOTAL Liabilities	2,548		-
Fund Balance			
Assigned Unappropriated Fund Balance	297,744	SM915	617,653
TOTAL Fund Balance	297,744		617,653
TOTAL Liabilities, Deferred Inflows And Fund Balance	300,292		617,653

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(SM) MISCELLANEOUS
Results of Operations

Code Description	2020	EDP Code	2021
Revenues			
Real Property Taxes	516,736	SM1001	522,195
TOTAL Real Property Taxes	516,736		522,195
TOTAL Revenues	516,736		522,195
TOTAL Revenues	<u>516,736</u>		<u>522,195</u>
Expenditures			
Ambulance, Contr Expend	345,028	SM45404	202,286
TOTAL Ambulance	345,028		202,286
TOTAL Health	345,028		202,286
TOTAL Expenditures	345,028		202,286
TOTAL Expenditures	<u>345,028</u>		<u>202,286</u>

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(SM) MISCELLANEOUS
Analysis of Changes in Fund Balance

Code Description	2020	EDP Code	2021
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	126,036	SM8021	297,744
Restated Fund Balance - Beg of Year	126,036	SM8022	297,744
ADD - REVENUES AND OTHER SOURCES	516,736		522,195
DEDUCT - EXPENDITURES AND OTHER USES	345,028		202,286
Fund Balance - End of Year	297,744	SM8029	617,653

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(SS) SEWER
Balance Sheet

Code Description	2020	EDP Code	2021
Assets			
Cash In Time Deposits	3,765,566	SS201	3,509,744
Petty Cash	50	SS210	50
TOTAL Cash	3,765,616		3,509,794
Accounts Receivable	41,553	SS380	88,831
TOTAL Other Receivables (net)	41,553		88,831
Due From Other Funds	1,042,573	SS391	1,057,742
TOTAL Due From Other Funds	1,042,573		1,057,742
Prepaid Expenses	24,162	SS480	-
TOTAL Prepaid Expenses	24,162		-
Cash Special Reserves	1,520,167	SS230	1,530,642
TOTAL Restricted Assets	1,520,167		1,530,642
TOTAL Assets	6,394,071		6,187,009
Liabilities			
Accounts Payable	50,715	SS600	134,609
TOTAL Accounts Payable	50,715		134,609
Accrued Liabilities	350	SS601	43,097
TOTAL Accrued Liabilities	350		43,097
Due to Other Funds	653,014	SS630	198,760
TOTAL Due to Other Funds	653,014		198,760
TOTAL Liabilities	704,079		376,466
Fund Balance			
Not in Spendable Form	24,162	SS806	-
TOTAL Nonspendable Fund Balance	24,162		-
Reserve For Repairs	1,530,167	SS882	1,540,318
TOTAL Restricted Fund Balance	1,530,167		1,540,318
Assigned Appropriated Fund Balance	295,213	SS914	320,000
Assigned Unappropriated Fund Balance	3,840,450	SS915	3,950,225
TOTAL Assigned Fund Balance	4,135,663		4,270,225
TOTAL Fund Balance	5,689,992		5,810,543
TOTAL Liabilities, Deferred Inflows And Fund Balance	6,394,071		6,187,009

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(SS) SEWER
Results of Operations

Code Description	2020	EDP Code	2021
Revenues			
Real Property Taxes	4,312,123	SS1001	4,440,044
TOTAL Real Property Taxes	4,312,123		4,440,044
Other Payments In Lieu of Taxes	22,918	SS1081	1,681
TOTAL Real Property Tax Items	22,918		1,681
Sewer Charges	185,381	SS2122	122,840
TOTAL Departmental Income	185,381		122,840
Sewer Serv Other Govts	40,167	SS2374	31,353
TOTAL Intergovernmental Charges	40,167		31,353
Interest and Earnings	2,324	SS2401	719
TOTAL Use of Money and Property	2,324		719
Permits, Other	8,225	SS2590	7,117
TOTAL Licenses and Permits	8,225		7,117
Insurance Recoveries	459	SS2680	-
TOTAL Sale of Property And Compensation For Loss	459		-
TOTAL Revenues	4,571,597		4,603,754
Interfund Transfers	10,000	SS5031	10,000
TOTAL Interfund Transfers	10,000		10,000
TOTAL Other Sources	10,000		10,000
TOTAL Revenues	4,581,597		4,613,754
Expenditures			
Unallocated Insurance, Contr Expend	51,719	SS19104	71,445
TOTAL Unallocated Insurance	51,719		71,445
TOTAL General Government Support	51,719		71,445
Sewer Administration, Pers Serv	102,219	SS81101	113,906
Sewer Administration, Equip & Cap Outlay	8,721	SS81102	-
Sewer Administration, Contr Expend	569,651	SS81104	684,780
TOTAL Sewer Administration	680,591		798,686
Sanitary Sewers, Pers Serv	1,056,700	SS81201	1,042,134
Sanitary Sewers, Equip & Cap Outlay	145,450	SS81202	116,929
Sanitary Sewers, Contr Expend	568,081	SS81204	812,647
TOTAL Sanitary Sewers	1,770,231		1,971,710
TOTAL Home And Community Services	2,450,822		2,770,396

ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(SS) SEWER
Results of Operations

Code Description	2020	EDP Code	2021
State Retirement Empl Bnfts	156,222	SS90108	163,700
Social Security Empl Bnfts	86,743	SS90308	86,396
Worker's Compensation, Empl Bnfts	96,311	SS90408	41,007
Disability Insurance, Empl Bnfts	752	SS90558	510
Hospital & Medical (dental) Ins, Empl Bnft	286,905	SS90608	456,515
TOTAL Employee Benefits	626,933		748,128
Debt Principal, Serial Bonds	442,029	SS97106	467,391
TOTAL Debt Principal	442,029		467,391
Debt Interest, Serial Bonds	194,869	SS97107	174,343
TOTAL Debt Interest	194,869		174,343
TOTAL Expenditures	3,766,372		4,231,703
Transfers, Other Funds	10,000	SS99019	11,500
Transfers, Capital Projects Fund	250,000	SS99509	250,000
TOTAL Operating Transfers	260,000		261,500
TOTAL Other Uses	260,000		261,500
TOTAL Expenditures	4,026,372		4,493,203

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(SS) SEWER
Analysis of Changes in Fund Balance

Code Description	2020	EDP Code	2021
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	5,134,767	SS8021	5,689,992
Restated Fund Balance - Beg of Year	5,134,767	SS8022	5,689,992
ADD - REVENUES AND OTHER SOURCES	4,581,597		4,613,754
DEDUCT - EXPENDITURES AND OTHER USES	4,026,372		4,493,203
Fund Balance - End of Year	5,689,992	SS8029	5,810,543

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(SS) SEWER
Budget Summary

Code Description	2021	EDP Code	2022
Estimated Revenues			
Est Rev - Real Property Taxes	4,404,569	SS1049N	4,416,420
Est Rev - Departmental Income	95,300	SS1299N	92,875
Est Rev - Intergovernmental Charges	3,100	SS2399N	1,100
Est Rev - Use of Money And Property	6,500	SS2499N	6,500
Est Rev - Miscellaneous Local Sources	48,000	SS2799N	30,040
TOTAL Estimated Revenues	4,557,469		4,546,935
Appropriated Fund Balance	295,213	SS599N	320,000
TOTAL Estimated Other Sources	295,213		320,000
TOTAL Estimated Revenues And Other Sources	4,852,682		4,866,935

(SS) SEWER
Budget Summary

Code Description	2021	EDP Code	2022
Appropriations			
App - General Government Support	77,000	SS1999N	57,489
App - Home And Community Services	3,005,738	SS8999N	3,113,069
App - Employee Benefits	856,075	SS9199N	796,816
App - Debt Service	652,369	SS9899N	639,561
TOTAL Appropriations	4,591,182		4,606,935
App - Interfund Transfer	261,500	SS9999N	260,000
TOTAL Other Uses	261,500		260,000
TOTAL Appropriations	4,852,682		4,866,935

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(SW) WATER
Balance Sheet

Code Description	2020	EDP Code	2021
Assets			
Cash	3,483,490	SW200	2,651,726
Cash In Time Deposits	587,083	SW201	1,452,193
Petty Cash	50	SW210	50
TOTAL Cash	4,070,623		4,103,969
Water Rents Receivable	483,462	SW350	436,941
Accounts Receivable	69,560	SW380	42,404
TOTAL Other Receivables (net)	553,022		479,345
Due From Other Funds	3,812,678	SW391	3,573,925
TOTAL Due From Other Funds	3,812,678		3,573,925
Prepaid Expenses	19,374	SW480	-
TOTAL Prepaid Expenses	19,374		-
Cash Special Reserves	352,304	SW230	368,809
TOTAL Restricted Assets	352,304		368,809
TOTAL Assets	8,808,001		8,526,048
Accounts Payable	763,185	SW600	697,179
TOTAL Accounts Payable	763,185		697,179
Accrued Liabilities	-	SW601	32,897
TOTAL Accrued Liabilities	-		32,897
Due To Other Funds	1,309,536	SW630	1,111,367
TOTAL Due To Other Funds	1,309,536		1,111,367
TOTAL Liabilities	2,072,721		1,841,443
Deferred Inflows of Resources			
Deferred Inflow of Resources	5,043	SW691	2,841
TOTAL Deferred Inflows of Resources	5,043		2,841
TOTAL Deferred Inflows of Resources	5,043		2,841
Fund Balance			
Not in Spendable Form	19,374	SW806	-
TOTAL Nonspendable Fund Balance	19,374		-
Reserve For Repairs	477,305	SW882	162,119
TOTAL Restricted Fund Balance	477,305		162,119
Assigned Appropriated Fund Balance	286,675	SW914	190,777
Assigned Unappropriated Fund Balance	5,946,883	SW915	6,328,868
TOTAL Assigned Fund Balance	6,233,558		6,519,645
TOTAL Fund Balance	6,730,237		6,681,764
TOTAL Liabilities, Deferred Inflows And Fund Balance	8,808,001		8,526,048

ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(SW) WATER
Results of Operations

Code Description	2020	EDP Code	2021
Revenues			
Real Property Taxes	2,742,208	SW1001	2,729,047
TOTAL Real Property Taxes	2,742,208		2,729,047
Other Payments In Lieu of Taxes	4,210	SW1081	3,135
TOTAL Real Property Tax Items	4,210		3,135
Metered Water Sales	2,420,179	SW2140	2,256,964
Unmetered Water Sales	814	SW2142	300
Water Service Charges	52,620	SW2144	34,588
Interest & Penalties On Water Rents	11,684	SW2148	21,284
TOTAL Departmental Income	2,485,297		2,313,136
Interest and Earnings	989	SW2401	688
Rental, Other (specify)	139,886	SW2440	705
TOTAL Use of Money and Property	140,875		1,393
Sale of Scrap	-	SW2650	2,427
Sales of Equipment	2,080	SW2665	-
Insurance Recoveries	(6,785)	SW2680	403
TOTAL Sale of Property And Compensation For Loss	(4,705)		2,830
Refunds of Prior Year's Expenditures	525	SW2701	-
Unclassified (specify)	830	SW2770	75
TOTAL Miscellaneous Local Sources	1,355		75
TOTAL Revenues	5,369,240		5,049,616
Interfund Transfers	1,125,000	SW5031	-
TOTAL Interfund Transfers	1,125,000		-
TOTAL Other Sources	1,125,000		-
TOTAL Detail Revenues And Other Sources	6,494,240		5,049,616
Expenditures			
Unallocated Insurance, Contr Expend	51,719	SW19104	72,506
TOTAL Unallocated Insurance	51,719		72,506
TOTAL General Government Support	51,719		72,506
Water Administration, Pers Serv	179,517	SW83101	196,847
Water Administration, Equip & Cap Outlay	10,821	SW83102	24,478
Water Administration, Contr Expend	305,827	SW83104	400,039
TOTAL Water Administration	496,165		621,364
Source Supply Pwr & Pump, Copntr Expend	1,821,483	SW83204	1,623,055
TOTAL Source Supply Pwr & Pump	1,821,483		1,623,055
Water Purification, Pers Serv	34,755	SW83301	26,839
Water Purification, Contr Expend	239,789	SW83304	246,196
TOTAL Water Purification	274,544		273,035
Water Trans & Distrib, Pers Serv	624,220	SW83401	690,628
Water Trans & Distrib, Equip & Cap Outlay	262,406	SW83402	491,869
Water Trans & Distrib, Contr Expend	168,552	SW83404	202,709
TOTAL Water Trans & Distrib	1,055,178		1,385,206
TOTAL Home And Community Services	3,647,370		3,902,660

ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(SW) WATER
Results of Operations

Code Description	2020	EDP Code	2021
State Retirement, Empl Bnfts	99,414	SW90108	103,550
Social Security, Empl Bnfts	59,480	SW90308	65,899
Worker's Compensation, Empl Bnfts	96,311	SW90408	29,823
Disability Insurance, Empl Bnfts	684	SW90558	371
Hospital & Medical (dental) Ins, Empl Bnft	234,620	SW90608	419,258
TOTAL Employee Benefits	490,509		618,901
Debt Principal, Serial Bonds	327,971	SW97106	342,609
TOTAL Debt Principal	327,971		342,609
Debt Interest, Serial Bonds	172,513	SW97107	159,913
TOTAL Debt Interest	172,513		159,913
TOTAL Expenditures	4,690,082		5,096,589
Transfers, Other Funds	125,000	SW99019	1,500
Transfers, Capital Projects Fund	1,745,000	SW99509	-
TOTAL Operating Transfers	1,870,000		1,500
TOTAL Other Uses	1,870,000		1,500
TOTAL Expenditures	6,560,082		5,098,089

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(SW) WATER
Analysis of Changes in Fund Balance

Code Description	2020	EDP Code	2021
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	6,915,441	SW8021	6,730,237
Prior Period Adj -Decrease In Fund Balance	(119,362)	SW8012	-
Restated Fund Balance - Beg of Year	6,796,079	SW8022	6,730,237
ADD - REVENUES AND OTHER SOURCES	6,494,240		5,049,616
DEDUCT - EXPENDITURES AND OTHER USES	6,560,082		5,098,089
Fund Balance - End of Year	6,730,237	SW8029	6,681,764

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(SW) WATER
Budget Summary

Code Description	2021	EDP Code	2022
Estimated Revenues			
Est Rev - Real Property Taxes	2,729,047	SW1049N	2,892,275
Est Rev - Departmental Income	2,189,000	SW1299N	2,349,000
Est Rev - Use of Money And Property	2,200	SW2499N	2,200
Est Rev - Miscellaneous Local Sources	316	SW2799N	316
TOTAL Estimated Revenues	4,920,563		5,243,791
Appropriated Fund Balance	286,675	SW599N	190,777
TOTAL Estimated Other Sources	286,675		190,777
TOTAL Estimated Revenues	5,207,238		5,434,568

(SW) WATER
Budget Summary

Code Description	2021	EDP Code	2022
Appropriations			
App - General Government Support	77,500	SW1999N	57,489
App - Home And Community Services	3,836,703	SW8999N	3,953,791
App - Employee Benefits	779,022	SW9199N	721,542
App - Debt Service	512,513	SW9899N	501,746
TOTAL Appropriations	5,205,738		5,234,568
App - Interfund Transfer	1,500	SW9999N	200,000
TOTAL Other Uses	1,500		200,000
TOTAL Appropriations	5,207,238		5,434,568

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(V) DEBT SERVICE
Balance Sheet

Code Description	2020	EDP Code	2021
Assets			
Cash	17,431	V200	17,433
TOTAL Cash	17,431		17,433
TOTAL Assets	17,431		17,433
Fund Balance			
Reserve For Debt	17,431	V884	17,433
TOTAL Restricted Fund Balance	17,431		17,433
TOTAL Fund Balance	17,431		17,433
TOTAL Liabilities, Deferred Inflows And Fund Balance	17,431		17,433

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(V) DEBT SERVICE
Results of Operations

Code Description	2020	EDP Code	2021
Revenues			
Interest and Earnings	8	V2401	2
TOTAL Use of Money and Property	8		2
TOTAL Revenues	8		2
TOTAL Revenues	<u>8</u>		<u>2</u>

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(V) DEBT SERVICE
Analysis of Changes in Fund Balance

Code Description	2020	EDP Code	2021
Analysis of Changes in Fund Balance			
Fund Balance - Beginning of Year	17,423	V8021	17,431
Restated Fund Balance - Beg of Year	17,423	V8022	17,431
ADD - REVENUES AND OTHER SOURCES	8		2
DEDUCT - EXPENDITURES AND OTHER USES	-		-
Fund Balance - End of Year	17,431	V8029	17,433

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ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
Town of Guilderland
For the Fiscal Year Ended 12/31/2021

(W) GENERAL LONG-TERM DEBT
Balance Sheet

Code Description	2020	EDP Code	2021
Assets			
Total Non-Current Govt Liabilities	29,510,727	W129	30,368,126
TOTAL Provision To Be Made In Future Budgets	29,510,727		30,368,126
TOTAL Assets	<u>29,510,727</u>		<u>30,368,126</u>
Liabilities			
Net Pension Liability - Proportionate Share	14,233,854	W638	1,619,341
Installment Purchase Debt	425,970	W685	301,439
Compensated Absences	3,330,251	W687	3,535,602
TOTAL Other Liabilities	17,990,075		5,456,382
Bonds Payable	11,260,000	W628	10,005,000
TOTAL Bond And Long Term Liabilities	11,260,000		10,005,000
Deferred Inflows of Resources			
Deferred Inflows of Resources - Pension	260,652	W697	14,906,744
Total Deferred Inflows of Resources	260,652		14,906,744
TOTAL Liabilities	29,510,727		30,368,126
TOTAL Liabilities	<u>29,510,727</u>		<u>30,368,126</u>

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TOWN OF GUILDERLAND
STATEMENT OF INDEBTNESS
FOR THE FISCAL YEAR ENDING 2021

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	Redeem ed Bond Proc.	Prior Yr. Adjust.	Accreted Interest	O/S End of Year
2014	BOND E	WEST END WATER EXTENSION			8/07/2013	8/1/2023	3.00%		-	\$ 2,675,000	\$ 165,000	\$ -	\$ -		\$ 2,510,000
2012	BOND E	WATER REFUNDING 2012			7/10/2012	2/15/2030	2.00%	Y	\$ 3,078,550	\$ 2,095,507	\$ 177,609	\$ -	\$ -		\$ 1,917,898
Total for Type/Exempt Status - Sums Issued Amts only made in AFR Year									-	\$ 4,770,507	\$ 342,609	\$ -	\$ -	\$ -	\$ 4,427,898
2018	IPC E	Ambulance			7/19/2018	7/19/2022	3.99%		\$ 222,577	\$ 90,970	\$ 44,595	\$ -	\$ -		\$ 46,375
2020	IPC E	Ambulance (2)			1/22/2020	1/22/2024	3.06%		\$ 200,000	\$ 200,000	\$ 47,763	\$ -	\$ -		\$ 152,237
2020	IPC E	John Deer Loader			4/30/2020	4/30/2024	3.20%		\$ 135,000	\$ 135,000	\$ 32,173	\$ -	\$ -		\$ 102,827
Total for Type/Exempt Status - Sums Issued Amts only made in AFR Year									\$ 335,000	\$ 425,970	\$ 124,531	\$ -	\$ -	\$ -	\$ 301,439
2006	BOND N				10/18/2006	9/15/2026	4.07%		\$ 255,000	\$ 95,000	\$ 15,000	\$ -	\$ -		\$ 80,000
2016	BOND N	Sewer Refunding 2012			7/10/2012	2/15/2030	2.00%		\$ -	\$ 5,514,493	\$ 467,391	\$ -	\$ -		\$ 5,047,102
2012	BOND N	GOLF COURSE REFUNDING			7/10/2012	10/15/2022	2.00%	Y	\$ 3,800,000	\$ 880,000	\$ 430,000	\$ -	\$ -		\$ 450,000
Total for Type/Exempt Status - Sums Issued Amts only made in AFR Year									\$ -	\$ 6,489,493	\$ 912,391	\$ -	\$ -	\$ -	\$ 5,577,102
AFR Year Total for All Debt Types - Sums Issued Amts only made in AFR Year									\$ 335,000	\$ 11,685,970	\$ 1,379,531	\$ -	\$ -	\$ -	\$ 10,306,439

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TOWN OF GUILDERLAND
 SCHEDULE OF TIME DEPOSITS AND INVESTMENTS
 FOR THE FISCAL YEAR ENDING 2021

CASH:	<u>EDP Code</u>	<u>Amount</u>
On Hand	9Z2001	2,925
Demand Deposits	9Z2011	18,467,897
Time Deposits	9Z2021	<u>10,925,945</u>
Total		<u>29,396,766</u>
COLLATERAL:		
- FDIC Insurance	9Z2014	1,500,000
Collateralized with securities held in possession of municipality or its agent	9Z2014A	<u>31,213,150</u>
Total		<u>32,713,150</u>
INVESTMENTS:		
- Securities (450)		
Book Value (cost)	9Z4501	
Market Value at Balance Sheet Date	9Z4502	<u> </u>
Collateralized with securities held in possession of municipality or its agent	9Z4504A	<u> </u>
- Repurchase Agreements (451)		
Book Value (cost)	9Z4511	
Market Value at Balance Sheet Date	9Z4512	<u> </u>
Collateralized with securities held in possession of municipality or its agent	9Z4514A	<u> </u>

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TOWN OF GUILDERLAND
BANK RECONCILIATION
FOR THE FISCAL YEAR ENDING 2021

Include All Checking, Savings and C.D. Accounts

Bank Account Number	Bank Balance	Add: Deposit in Transit	Less: Outstanding Checks	Adjusted Bank Balance
*****-5359	\$490			\$490
*****-6428	\$2,643,769	\$ 7,958		\$2,651,727
*****-6436	\$368,809			\$368,809
*****-7958	\$143,519			\$143,519
*****-9018	\$989,663			\$989,663
*****-4902	\$87,935	\$ 1,097		\$89,032
*****-3937	\$1,786,561			\$1,786,561
*****-1068	\$37,455			\$37,455
*****-7016	\$181,616			\$181,616
*****-0731	\$369,365			\$369,365
*****-0939	\$14,650			\$14,650
*****-0001	\$51,319			\$51,319
*****-0249	\$748,485			\$748,485
*****-0348	\$4,271,349		\$50	\$4,271,399
*****-0546	\$1,452,193			\$1,452,193
*****-0553	\$3,509,744			\$3,509,744
*****-0629	\$354			\$354
*****-0645	\$1,530,642			\$1,530,642
*****-0686	\$752,390			\$752,390
*****-1304	\$84,628			\$84,628
*****-1833	\$16,943			\$16,943
*****-1882	\$1,350,852			\$1,350,852
*****-1890	\$119,601			\$119,601
*****-1957	\$0			\$0
*****-1388	\$144,786	\$ 6,244		\$151,030
*****-1982	\$584,216			\$584,216
*****-0320	\$31,126			\$31,126
*****-4728	\$1,362,813			\$1,362,813
*****-6954	\$3			\$3

TOWN OF GUILDERLAND
BANK RECONCILIATION
FOR THE FISCAL YEAR ENDING 2021

*****-3810	\$23,122		\$23,122
*****-4644	\$70,452		\$70,452
*****-7886	\$1		\$1
*****-9205	\$794,083		\$794,083
*****-1174	\$503,340		\$503,340
*****-1661	\$185,260		\$185,260
*****-4780	\$2,496,240		\$2,496,240
*****-8021	\$158,856		\$158,856
*****-8039	\$94,900		\$94,900
*****-8047	\$0		\$0
*****-5249	\$73,306		\$73,306
*****-5220	\$2,227		\$2,227
*****-1422	\$4,811		\$4,811
*****-1450	\$46,408		\$46,408
*****-0240	\$26,630	\$26,439	\$191
*****-0257	\$258,453	\$282,724	(\$24,271)
*****-3696	\$5,080	\$44	\$5,036
*****-0265	\$224,919	\$224,919	\$0
*****-6164	\$5,930		\$5,930
*****-8930	\$39,946		\$39,946
*****-6172	\$28,502		\$28,502
*****-4819	\$7,875		\$7,875
*****-3190	\$1,675,251		\$1,675,251
*****-8843	\$32,000		\$32,000
*****-8850	\$971		\$971
Total Adjusted Bank Balance			\$28,875,062
Petty Cash			\$ 4,175.00
Adjustments			\$ -
Total Cash		9ZCASH	\$28,879,239
Total Cash Balance All Funds		9ZCASHB	<u>\$ 28,879,239</u>

* Must be equal

TOWN OF GUILDERLAND
LOCAL GOVERNMENT QUESTIONNAIRE
FOR THE FISCAL YEAR ENDING 2021

	<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?	<u>No</u>
If not, are you planning on having an audit conducted?	<u>Yes</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>No</u>
7) Has your municipality prepared and documented a risk assessment plan?	<u>No</u>
If yes, has your municipality used the results to design the system of internal controls?	
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>

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TOWN OF GUILDERLAND
EMPLOYEE AND RETIREE BENEFITS
FOR THE FISCAL YEAR ENDING 2021

Total Full Time Employees:			227			
Total Part Time Employees:			168			
Account Code	Description	Total Expenditures (All Funds)	# of Full Time Employees	# of Part Time Employees	# of Retirees	
90108	State Retirement System	1,488,938	186	82		
90158	Police and Fire Retirement	1,001,803	41			
90258	Local Pension Fund	\$ -				
90308	Social Security	1,184,247	227	154	14	
90408	Worker's Compensation Insurance	533,791	227	154	14	
90458	Life Insurance	\$ -				
90508	Unemployment Insurance	-				
90558	Disability Insurance	6,627	9			
90608	Hospital and Medical (Dental) Insurance	3,240,496	199	1	107	
90708	Union Welfare Benefits	\$ -				
90858	Supplemental Benefit Payment to Disabled Firefighters	\$ -				
91890	Other Employee Benefits	\$ -				
Total		\$ 7,455,902				
Computed Total From Financial Section (comparative purposes only)		\$ 7,455,902				
		\$ -				

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TOWN OF GUILDERLAND
ENERGY COSTS AND CONSUMPTION
FOR THE FISCAL YEAR ENDING 2021

Energy Type	Total Expenditures	Total Volume	Units of Measure	Alternative Units of Measure
Gasoline			gallons	
Diesel Fuel			gallons	
Fuel Oil			gallons	
Natural Gas			cubic feet	
Electricity			kilowatt-hours	
Coal			tons	
Propane			gallons	

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**TOWN OF GUILDERLAND
NOTES TO ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
DECEMBER 31, 2021**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Annual Financial Report Update Document (AFRUD) of the Town of Guilderland (the Town) has been prepared in conformity with the New York State Office of the State Comptroller's (OSC) guidelines. The more significant of the government's accounting policies are described below.

A. *Financial Reporting Entity*

The Town of Guilderland was incorporated in 1803 and is governed by the Charter of the Town of Guilderland, the Town law and other general laws of the State of New York and various local laws. The Town Board is the legislative body responsible for the overall operations, the Supervisor serves as chief executive officer and chief fiscal officer of the Town.

The following basic services are provided:

Public Safety	Senior Services	Parks and Recreation	EMS
Highway	Street Lighting	Ambulance	
Public Water	Sanitary Sewer	Fire Protection	

All governmental activities and functions performed for the Town of Guilderland are its direct responsibility. No other governmental organizations have been included or excluded from the reporting entity.

The financial reporting entity includes all funds, account groups, functions and organizations over which the Town Officials exercise oversight responsibility. Oversight responsibility is determined on the basis of financial interdependency, selection of governing authority, designation of management, ability to significantly influence operations and accountability for fiscal matters.

B. *Fund Accounting*

The accounts of the Town are organized on the basis of funds or account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with specified regulations, restrictions or limitations. The various funds are summarized by type in the AFRUD. Certain funds of the Town are utilized to account for resources derived from and/or expenditures applicable to an area less than the entire Town. The following fund types and account groups are used:

Fund Categories

1. **Governmental Fund Types** - Are those through which most governmental functions are financed. They account for the acquisition, use and balances of the government's expendable financial resources according to the purposes for which they may or must be used. The measurement focus is upon determination of financial position and changes in financial position (sources, uses and balances of current financial resources).

TOWN OF GUILDERLAND
NOTES TO ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
DECEMBER 31, 2021

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

B. Fund Accounting

Fund Categories

- a. General Fund - To account for all unrestricted resources except for those required to be accounted for in another fund. They operate within the financial limits of an annual budget adopted by the Town Board.

The Town's General Funds are:

- (A) General Fund Town Wide
- (B) General Fund Town-Outside VG

The Town's other Governmental Funds include:

- (DA) Highway Town Wide
- (DB) Highway Part Town
- (SF) Fire Protection
- (SL) Lighting
- (SM) Ambulance Protection
- (SS) Sewer
- (SW) Water
- (V) Debt Service

- b. Special Revenue Funds - To account for the proceeds of specific revenue sources (other than major capital projects and expendable trust funds) or to finance specified activities as required by law or administrative regulations. All, except the Special Grant Fund, operate within the financial limits of an annual budget adopted by the Town Board and consist of the following:

- (CD) Special Grant Section 8
- (CM) Miscellaneous Special Revenue
- (CR) Recreation

- c. Capital Projects Fund - To account for financial resources segregated for the acquisition of major capital facilities. Financing is generally provided from the proceeds of bond and note sales, transfers from other funds and/or Federal and State grants.
- d. Debt Service Fund - To account for the accumulation of resources that are restricted, committed or assigned for payment of, general obligation long-term debt, including principal, interest and related costs.

TOWN OF GUILDERLAND
NOTES TO ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
DECEMBER 31, 2021

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

B. Fund Accounting

Fund Categories

2. Fiduciary Funds - To account for assets held by the local government in a trustee or custodial capacity. The Town had no fiduciary funds at December 31, 2021.
3. Account Groups - Used to establish accounting control and accountability for general fixed assets and general long-term debt. The two account groups are not "funds." They are concerned with measurement of financial position and not results of operations.
 - a. The Non-Current Governmental Assets Account Group - To account for land, buildings, improvements other than buildings, machinery and equipment, and infrastructure utilized for general government purposes.
 - b. The Non-Current Governmental Liabilities Account Group - To account for all long-term debt.

C. Basis of Accounting/Measurement Focus

Basis of accounting refers to when revenues and expenditures/expenses and the related assets, deferred outflows, liabilities and deferred inflows are recognized in the accounts and reported in the statutory financial statements. Basis of accounting relates to the timing of the measurement made, regardless of the measurement focus. Measurement focus is the determination of what is measured, i.e. expenditures or expenses.

Governmental Funds - The modified accrual basis of accounting is followed by the governmental funds. Under this basis of accounting, revenues are recorded when susceptible to accrual, i.e., both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The Town considers revenues available if they are collected within 60 days after year-end, except grant revenues, for which a one-year availability period is used when all award criteria are met. Receivables not expected to be collected within the availability periods are recorded as deferred inflows of resources.

Material revenue sources considered susceptible to accrual include real property taxes, State and Federal aid, sales tax and certain use charges in the special revenue funds. If expenditures are the prime factor for determining eligibility, revenues from Federal and State grants are recognized when the expenditure is made, all other grant requirements have been met, and the resources are available.

TOWN OF GUILDERLAND
NOTES TO ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
DECEMBER 31, 2021

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

C. Basis of Accounting/Measurement Focus

Expenditures are recorded when the fund liability is incurred except that:

- a. Expenditures for prepaid expenses or inventory-type items are recognized at the time of the purchase.
- b. Principal and interest on indebtedness are not recognized as an expenditure until due.
- e. Compensated absences, such as vacation and sick leave which vests or accumulates, are charged as an expenditure when paid.
- f. Other post-employment benefits are charged as expenditures when payment is due.

D. Property Taxes and Collections

Town real property taxes and special district charges are levied together with Albany County property taxes annually no later than January 1 and become a lien on January 1. The Town is responsible for collecting Town and County real property taxes assessed and billed in January until March 31, at which time settlement proceedings take place wherein the Town receives full credit for its entire tax levy and the County becomes the collecting and enforcement agent for unpaid taxes. For school taxes billed on September 1, the Town acts as the collecting agent for both the Guilderland and South Colonie school districts until November 1 wherein the Town remits to the school districts only the school taxes collected and any unpaid school taxes are relieved, including penalties, on the following January's real property tax bill.

E. General Budget Policies

- 1. The Town employs the following budgetary procedures:
 - a. No later than September 30, the budget officer submits to the Town Board a Tentative Budget for the fiscal year commencing the following January 1. The Tentative Budget includes proposed expenditures and the proposed means of financing for all funds of the Town except for the following: Special Grant Fund - Federal Housing Assistance Payment Programs.
 - b. Public hearings are conducted on the Preliminary Budget and all Special District Budgets to obtain taxpayer comments.
 - c. No later than November 20, the budget is legally enacted through passage of a legislative resolution.

TOWN OF GUILDERLAND
NOTES TO ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
DECEMBER 31, 2021

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

E. General Budget Policies

2. Budget Basis of Accounting - Budgets are adopted annually on a basis consistent with OSC guidelines. Appropriations authorized for the current year are increased by the amount of encumbrances carried forward from the prior year.
3. Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of monies are recorded for budgetary control purposes to reserve that portion of the applicable appropriations, is employed as a control in preventing over expenditure of established appropriations. Open encumbrances are reported as reservations of fund balance since they do not constitute expenditures or liabilities and will be honored through budget appropriations in the subsequent year.

F. Property, Plant and Equipment - General

Fixed assets purchased for general governmental purposes are recorded as expenditures in the governmental funds and are capitalized at cost in the Non-Current Governmental Assets Account Group. Contributed fixed assets are recorded at fair market value at the date received.

No depreciation has been provided on non-current governmental assets, nor has interest been capitalized.

G. Compensated Absences

Employees accrue vacation leave based primarily on the number of years employed up to a maximum rate of 20 days a year, but may accumulate no more than a maximum of 40 days. Upon separation from service, employees are paid up to 40 days.

Employees accrue sick leave at the rate of 12 days per year and may accumulate such credits up to a total of 170 days. At retirement, up to a maximum of 170 days of unused sick time may be applied against retiree health insurance premiums.

H. Post-Retirement Health Insurance Benefits

In addition to providing the retirement benefits, the Town provides post-employment health insurance coverage to its retired employees and their survivors in accordance with the provisions of the employment contracts negotiated between the Town and its employee groups. Substantially all of these employees may become eligible for these benefits, if they reach normal retirement age while working for the Town. Currently as of December 31, 2021 there are 89 employees with at least 10 years of continuous service with the Town of Guilderland that meet eligibility requirements.

TOWN OF GUILDERLAND
NOTES TO ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
DECEMBER 31, 2021

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

H. Post-Retirement Health Insurance Benefits

The Town of Guilderland pays 100% of the total cost of premiums for employees and 60% of the premiums for employee's dependents. Upon retirement from the Town, employees with twenty (20) or more years of service with the Town will have 100% individual coverage and 50% dependent coverage paid by the Town. Employees with ten (10) years, but less than twenty (20) years of service with the Town will have 50% of individual coverage and 35% dependent coverage paid by the Town. The Town recognized the cost of providing benefits for fiscal year 2021 by recording \$739,877, its share of insurance premiums for currently enrolled retirees as an expenditure in fiscal year 2021.

I. Retirement and Pension Plans

The Town provides retirement benefits for its employees through contributions to the New York State and Local Police and Fire Retirement System, the New York State and Local Employees' Retirement System and the Public Employees' Group Life Insurance Plan. These systems provide various plans and options, some of which require employee contributions.

J. Workers' Compensation

The Town of Guilderland is insured by New York State Municipal Workers' Compensation Alliance.

The Town does retain a portion of the liability to cover losses under Section 207-c of the Workers' Compensation Law for police officers. Officers are entitled to their full pay when out on leave. The Town is required to cover any amount of losses not reimbursed by Workers' Compensation. The Town covers this liability each year under yearly budgeted personnel payroll expenses.

K. Dental Insurance

Employees with contracts under the CSEA bargaining unit receive dental insurance at no cost to the employee, dependent and family coverage can be added through payroll deduction. All other employees may also participate in this benefit with the cost paid entirely by the employee through payroll deductions. Currently the Town provides this insurance through Guardian Dental.

L. Estimates

The preparation of AFRUD requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results may differ from these estimates. It is at least reasonably possible that the estimate of the effect on the AFRUD of a condition, situation, or set of circumstances that existed at the date of the AFRUD will change in the near term due to one or more future events.

TOWN OF GUILDERLAND
NOTES TO ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

M. Deferred Compensation Plan

Employees of the Town may elect to participate in the Town's Deferred Compensation Plan created in accordance with Internal Revenue Code Section 457. The Plan, available to all employees, permits them to defer a portion of their salary until future years, usually after retirement.

Under the terms of the amended Plan agreement, these monies are not subject to the claims of the Town's general creditors after they are paid to the Plan's Trustee.

N. Fund Balance

The Town's fund balance is broken down into five different classifications: nonspendable, restricted, committed, assigned, and unassigned.

Nonspendable - consists of assets that are inherently nonspendable in the current period either because of their form or because they must be maintained intact, including prepaid items, inventories, long-term portions of loans receivable, financial assets held for resale, and principal of endowments. The Town's nonspendable fund balance as of December 31, 2021 is \$28,581 (See Note 3E).

Restricted - consists of amounts that are subject to externally enforceable legal purpose restrictions imposed by creditors, grantors, contributors, or laws and regulations of other governments; or through constitutional provisions or enabling legislation. The Town's restricted fund balance as of December 31, 2021 is \$3,101,431 (see Note 3E).

Committed - consists of amounts that are subject to a purpose constraint imposed by a formal action of the government's highest level of decision-making authority before the end of the fiscal year, and that require the same level of formal action to remove the constraint. The Town Board is the decision-making authority that can, by resolution prior to the end of the fiscal year, commit fund balance. The Town has no committed fund balance as of December 31, 2021.

Assigned - consists of amounts that are subject to a purpose constraint that represents an intended use established by the government's highest level of decision-making authority, or by their designated body or official. The purpose of the assignment must be narrower than the purpose of the general fund, and in funds other than the general fund, assigned fund balance represents the residual amount of fund balance. The Town Board, by resolution has authorized the Town Supervisor to assign fund balance. The assigned fund balance at December 31, 2021 for all of the Town's funds, except the general fund, represents the residual amount of fund balance for that fund. In the general fund, the amount of \$300,000 is appropriated for the following year's budget.

TOWN OF GUILDERLAND
NOTES TO ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

N. Fund Balance

Unassigned - consists of the residual classification for the government's general fund, and could report a surplus or deficit. In funds other than the general fund, the unassigned classification should be used only to report a deficit balance resulting from overspending for specific purposes for which amounts had been restricted, committed, or assigned. When resources are available from multiple classifications, the Town spends funds in the following order: restricted, committed, assigned, unassigned.

O. Implementation of New Accounting Standards

The Town has adopted all current Statements of the Governmental Accounting Standards Board (GASB) that are applicable. At December 31, 2021, the Town implemented the following new standards issued by GASB.

GASB has issued Statement 89, Accounting for Interest Cost Incurred Before the End of a Construction Period, effective for the year ending December 31, 2021. This statement had no impact on the Town.

GASB has issued Statement 98, The Annual Comprehensive Financial Report, effective for the year ending December 31, 2021. This statement had no impact on the Town.

P. Future Changes in Accounting Standards

The Town will evaluate the impact each of these pronouncements may have on its statutory financial statements and will implement them as applicable and when material.

GASB has issued Statement 87, Leases, effective for the year ending December 31, 2022.

GASB has issued Statement 91, Conduit Debt Obligations, effective for the year ending December 31, 2022.

GASB has issued Statement 92, Omnibus 2020, effective for the year ending December 31, 2022.

GASB has issued Statement 93, Replacement of Interbank Offered Rates, effective for the year ending December 31, 2022.

GASB has issued Statement 94, Public-Private and Public-Public Partnerships, effective for the year ending December 31, 2023.

TOWN OF GUILDERLAND
NOTES TO ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
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1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

P. Future Changes in Accounting Standards

GASB has issued Statement 96, Subscription-Based Information Technology Arrangements, effective December 31, 2023.

GASB has issued Statement 97, Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans, effective for the year ending December 31, 2022.

GASB issued Statement 99, Omnibus 2022, effective for the year ending December 31, 2023.

GASB issued Statement 100, Accounting Changes and Error Corrections, effective for the year ending December 31, 2024.

GASB issued Statement 101, Compensated Absences, effective for the year ending December 31, 2024.

GASB issued Statement 102, Certain Risk Disclosures, effective for the year ending December 31, 2025.

GASB issued Statement 103, Financial Reporting Model Improvements, effective for the year ending December 31, 2026.

2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

Deficit Fund Balances

The CR Fund (Recreation) had a deficit fund balance of \$1,259,512 at December 31, 2021. Measures will be taken in the ensuing years' budget to reduce the deficit.

3. DETAIL NOTES ON ALL FUNDS AND ACCOUNT GROUPS

A. Assets

1. Cash and Cash Equivalents

a. Investment Policy Over Cash, Cash Equivalents and Investments

The Town's investment policies are governed by State statutes. In addition, the Town has its own written investment policy. Town monies must be deposited in FDIC-insured commercial banks or trust companies located within New York State. The Town Comptroller is authorized to use demand accounts and certificates of deposits. Permissible investments include obligations of the U.S. Treasury and U.S. agencies, repurchase agreements, and obligations of New York State, or its localities.

**TOWN OF GUILDERLAND
NOTES TO ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
DECEMBER 31, 2021**

3. DETAIL NOTES ON ALL FUNDS AND ACCOUNT GROUPS

A. Assets

1. Cash and Cash Equivalents

a. Investment Policy Over Cash, Cash Equivalents and Investments

Collateral is required for demand deposits and certificates of deposit not covered by federal deposit insurance. Obligations that may be pledged as collateral are obligations of the United States and its agencies and obligations of the State of New York, its municipalities and school districts.

b. Cash

At year-end, the book amount of the Town's deposits was \$28,875,062 (excluding \$4,175 in petty cash) and the bank balance was \$29,393,841. The insured and collateral status of the year-end bank balance was as follows:

<u>Status of Bank Balances</u>	<u>Amount</u>
Covered by federal deposit insurance	\$ 1,500,000
Collateralized with securities held by a third party custodian for the benefit of the Town pursuant to a third-party custody agreement	31,213,150
Total	<u>\$ 32,713,150</u>

c. Restricted Cash

Restricted cash consists of:

<u>Fund</u>	<u>Purpose</u>	<u>Amount</u>
General	Special Reserves	<u>\$ 464,970</u>
Miscellaneous Special Revenue	Parkland assessment reserve	<u>\$ 384,015</u>
Fire Protection	Altamont Fire protection district	<u>\$ 3</u>
Sewer	Repair reserve	<u>\$ 1,530,642</u>
Water	Repair reserve	<u>\$ 368,809</u>
Capital Projects Fund	Capital reserves	<u>\$ 396,479</u>

TOWN OF GUILDERLAND
NOTES TO ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
DECEMBER 31, 2021

3. DETAIL NOTES ON ALL FUNDS AND ACCOUNT GROUPS

A. Assets

2. A summary of changes in general fixed assets for the year end December 31, 2021 is as follows:

<u>Type</u>	<u>Balance Beginning of Year</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance End of Year</u>
Land	\$ 16,410,973	\$ -	\$ -	\$ 16,410,973
Buildings	25,219,152	-	-	25,219,152
Improvements other than buildings	4,752,101	-	-	4,752,101
Machinery and equipment	25,596,424	944,944	-	26,541,368
CIP	1,735,071	46,729	-	1,781,800
Infrastructure	76,736,247	5,783,142	-	82,519,389
Total	<u>\$ 150,449,968</u>	<u>\$ 6,774,815</u>	<u>\$ -</u>	<u>\$ 157,224,783</u>

B. Liabilities

1. Pension Plans

Plan Description

The Town of Guilderland participates in the New York State and Local Employees' Retirement System (ERS), the New York State and Local Police and Fire Retirement System (PFRS) which are collectively referred to as the New York State and Local Retirement System (the System). These are cost-sharing multiple-employer defined benefit retirement systems. The net position of the System is held in the New York State Common Retirement Fund (the Fund), which was established to hold all assets and record changes in fiduciary net position allocated to the System. The Comptroller of the State of New York serves as the trustee of the Fund and is the administrative head of the System. The Comptroller is an elected official determined in a direct statewide election and serves a four-year term. System benefits are established under the provisions of the New York State Retirement and Social Security Law (RSSL). Once a public employer elects to participate in the System, the election is irrevocable. The New York State Constitution provides that pension membership is a contractual relationship and plan benefits cannot be diminished or impaired. Benefits can be changed for future members only by enactment of State statute.

**TOWN OF GUILDERLAND
 NOTES TO ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
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3. DETAIL NOTES ON ALL FUNDS AND ACCOUNT GROUPS

B. Liabilities

1. Pension Plans

Plan Description

The Town also participated in the Public Employees' Group Life Insurance Plan (GLIP), which provides death benefits in the form of life insurance. The System is included in the State's financial report as a pension trust fund. That report may be found at www.osc.state.ny.us/retire/publications/index.php or obtained by writing to the New York State Local Retirement System, 110 State Street, Albany, NY 12244.

Contributions

The System is noncontributory except for employees who joined after July 27, 1976, who contribute 3% of their salary for the first ten years of membership and employees who joined on or after January 1, 2010 (ERS) or January 9, 2010 (PFRS) who generally contribute 3% of their salary for their entire length of service. For Tier 6 members, the contribution rates varies from 3% to 6% depending on salary. Under the authority of the NYSRSSL, the Comptroller annually certifies the actuarially determined rates expressly used in computing the employers' contributions based on salaries paid during the Systems' fiscal year ending March 31.

Funding Policy

The required contributions for the current year and two preceding years were:

		<u>ERS</u>		<u>PFRS</u>
2021	\$	1,488,938	\$	1,001,803
2020		1,420,204		929,930
2019		1,368,247		875,121

The Town's contributions made to the Systems were equal to 100% of the contributions required for each year.

Pension Liabilities

At December 31, 2021 the Town reported a liability in its Non-Current Government Liability Account Group (W) of \$1,619,341 for its proportionate share of the net pension liability for the System. The net pension liability was measured as of March 31, 2021 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating members, actuarially determined.

**TOWN OF GUILDERLAND
NOTES TO ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
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3. DETAIL NOTES ON ALL FUNDS AND ACCOUNT GROUPS

B. Liabilities

1. Pension Plans

Pension Liabilities

At December 31, 2021 the Town's proportion for ERS was 0.0353810%, and for PFRS was 0.0912361%.

For the year ended December 31, 2021, the Town recognized its proportionate share of pension expense of \$818,080 for ERS and \$860,701 for PFRS.

Deferred Outflows and Deferred Inflows of Resources Related to Pensions

At December 31, 2021, the Town reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>		<u>Deferred Inflows of Resources</u>	
	<u>ERS</u>	<u>PFRS</u>	<u>ERS</u>	<u>PFRS</u>
Differences between expected and actual experiences	\$ 430,257	\$ 351,506	\$ -	\$ -
Changes of assumptions	6,477,710	3,891,990	122,172	-
Net difference between projected and actual earnings on pension plan investments	-	-	10,120,208	4,657,986
Changes in proportion and differences between contributions and proportionate share contributions	233,147	333,176	2,390	3,988
Contributions subsequent to the measurement date	1,225,976	781,159	-	-
Total	<u>\$ 8,367,090</u>	<u>\$ 5,357,831</u>	<u>\$ 10,244,770</u>	<u>\$ 4,661,974</u>

TOWN OF GUILDERLAND
NOTES TO ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
DECEMBER 31, 2021

3. DETAIL NOTES ON ALL FUNDS AND ACCOUNT GROUPS

B. Liabilities

1. Pension Plans

Pension Liabilities

The District's contributions subsequent to the measurement date, if any will be recognized as a reduction of the net pension asset/(liability) in the year ended March 31, 2022 for ERS and PFRS. Other amounts reported as deferred outflows of resources, and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

	<u>ERS</u>	<u>PFRS</u>
Year Ended:		
2022	\$ (511,826)	\$ (93,044)
2023	(143,041)	67,198
2024	(505,396)	(84,072)
2025	(1,943,392)	(773,671)
2026	-	798,286
Thereafter	-	-

Actuarial Assumptions

The total pension asset/(liability) as of the measurement date was determined by using an actuarial valuation as noted in the table below, with update procedures used to roll forward the total pension asset/(liability) to the measurement date. The actuarial valuation used the following actuarial assumptions:

	<u>ERS</u>	<u>PFRS</u>
Measurement Date	March 31, 2021	March 31, 2021
Actuarial Valuation Date	April 1, 2020	April 1, 2020
Interest Rate	5.9%	5.9%
Salary Scale	4.4%	6.2%
	April 1, 2015 - March 31, 2020	April 1, 2015 - March 31, 2020
Decrement	System's Experience	System's Experience
Inflation Rate	2.7%	2.7%
Projected Cost of Living Adjustments	1.4% annually	1.4% annually
Mortality Improvement	Scale MP-2020	Scale MP-2020

**TOWN OF GUILDERLAND
NOTES TO ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
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3. DETAIL NOTES ON ALL FUNDS AND ACCOUNT GROUPS

B. Liabilities

1. Pension Plans

Actuarial Assumptions

The long term expected rate of return on pension plan investments was determined using a building block method in which best estimate ranges of expected future real rates of return (expected returns net of investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class included in the target asset allocation are summarized below:

	Target Allocation <u>2021</u>	Long-Term Expected Real Rate of Return <u>2021</u>
Asset Class:		
Domestic equities	32%	4.05%
International equities	15	6.30
Private equity	10	6.75
Real estate	9	4.95
Opportunistic/ARS Portfolio	3	4.5
Credit	4	3.63
Real assets	3	5.95
Fixed income	23	0.00
Cash	<u>1</u>	0.50
Total	<u><u>100%</u></u>	

* Real rates of return are net of the long-term inflation assumption of 2.0% for 2021.

(1) Excludes equity-oriented and long-only funds. For investment management purposes, these funds are included in domestic equity and international equity.

Discount Rate

The discount rate used to calculate the total pension asset/(liability) was 5.9% for the measurement date March 31, 2021. The projection of cash flows used to determine the discount rate assumes that contributions from plan members will be made at the current contribution rates and that contributions from employers will be made at statutorily required rates, actuarially. Based upon the assumptions, the System's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension asset/(liability).

TOWN OF GUILDERLAND
NOTES TO ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
DECEMBER 31, 2021

3. DETAIL NOTES ON ALL FUNDS AND ACCOUNT GROUPS

B. Liabilities

1. Pension Plans

Discount Rate

The following presents the Town's proportionate share of the net pension asset/(liability) calculated using the discount rate of 5.9% for 2021, as well as what the Town's proportionate share of the net pension asset/(liability) would be if it were calculated using a discount rate that is one percentage point lower (4.9%) or one percentage point higher (6.9%) than the current rate:

Sensitivity of the Proportionate Share of the Net Pension Asset/(Liability) to the Discount Rate Assumption

	1% Decrease (4.9%)	Current Assumption (5.9%)	1% Increase (6.9%)
ERS	\$ (9,778,560)	\$ (35,230)	\$ 8,950,400
PFRS	<u>(6,736,533)</u>	<u>(1,584,111)</u>	<u>2,680,763</u>
Employer's proportionate share of the net pension asset/(liability)	<u>\$ (16,515,093)</u>	<u>\$ (1,619,341)</u>	<u>\$ 11,631,163</u>

Changes in Assumptions

Changes in assumptions about future economic or demographic factors or other inputs are amortized over a closed period equal to five years.

2. Long-Term Debt

- a. At December 31, 2021 the total outstanding indebtedness of bonds and bond anticipation notes of the Town aggregated to \$10,005,000; \$10,005,000 of this amount was subject to the constitutional debt limit and represented approximately 3% of the Town's debt limit.
- b. Serial Bonds - The Town borrows money in order to acquire land or equipment or construct buildings and improvements. This enables the cost of these capital assets to be borne by the present and future taxpayers receiving the benefit of the capital assets. These long-term liabilities, which are guaranteed by the full faith and credit of the Town, are recorded in the Non-Current Governmental Liabilities Account Group. The provision to be made in future budgets for capital indebtedness represents the amount, exclusive of interest, authorized to be collected in future years from taxpayers and others for liquidation of the long-term liabilities.

TOWN OF GUILDERLAND
NOTES TO ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
DECEMBER 31, 2021

3. DETAIL NOTES ON ALL FUNDS AND ACCOUNT GROUPS

B. Liabilities

2. Long-Term Debt

c. Summary of Long-Term Debt - The following is a summary of changes in long-term liabilities outstanding in the Non-Current Governmental Liabilities Account Group at December 31, 2021:

<u>Serial Bonds</u>	
Payable January 1, 2021	\$ 11,260,000
Issued	-
Repaid	<u>1,255,000</u>
Payable December 31, 2020	<u>\$ 10,005,000</u>

A summary of serial bonds outstanding at December 31, 2021:

<u>Serial Bonds</u>	<u>Issue and Due Date</u>	<u>Interest Rate</u>	<u>Amount</u>
Water Refunding	2012 - 2030	2.00%	\$ 1,917,898
Sewer Refunding	2012 - 2030	2.00%	5,047,102
Library	2006 - 2026	4.07%	80,000
West End Water Ext.	2013 - 2033	3.00%	2,510,000
Golf Course Refunding	2012 - 2022	2.00%	<u>450,000</u>
Total Serial Bonds			<u>\$ 10,005,000</u>

Schedule of principal payments for future debt service requirements as of December 31, 2021:

	<u>Bonds</u>	<u>Interest</u>
2022	\$ 1,310,000	\$ 317,562
2023	895,000	268,164
2024	925,000	243,522
2025	955,000	216,143
2026-2030	4,085,000	549,517
2031-2035	<u>1,835,000</u>	<u>106,095</u>
	<u>\$ 10,005,000</u>	<u>\$ 1,701,003</u>

**TOWN OF GUILDERLAND
NOTES TO ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
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3. DETAIL NOTES ON ALL FUNDS AND ACCOUNT GROUPS

B. Liabilities

2. Long-Term Debt

d. Installment Purchase Debt

The Town has entered into a variety of leases for certain vehicles and pieces of equipment, which are accounted for as capital leases. Future minimum payments under all noncancelable leases having initial terms in excess of one year at December 31, 2021 consist of the following:

2022	\$	138,600
2023		90,375
2024		90,375
Total		319,350
Less amounts representing interest		17,911
Present Value of Net Minimum Lease Payments	\$	301,439

e. Changes

The changes in long-term liabilities and activity for the year ended December 31, 2021 are summarized as follows:

	Balance January 1	Additions	Deletions	Balance December 31
Compensated Absences	\$ 2,433,674	\$ 1,101,928	\$ -	\$ 3,535,602
Net Pension Liability - Proportionate Share	14,233,854	-	12,614,513	1,619,341
Installment Purchase Debt	425,970	-	124,531	301,439
Total	\$ 17,093,498	\$ 1,101,928	\$ 12,739,044	\$ 5,456,382

Additions and deletions to compensated absences and net pension liability - proportionate share are shown net since it is impractical to determine these amounts separately.

**TOWN OF GUILDERLAND
NOTES TO ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
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3. DETAIL NOTES ON ALL FUNDS AND ACCOUNT GROUPS

C. Interfund Receivables and Payables

Balances of receivables and payables at December 31, 2021 are as follows:

<u>Fund</u>	<u>Interfund Receivables</u>	<u>Interfund Payables</u>	<u>Interfund Revenues</u>	<u>Interfund Expenditures</u>
General Fund	\$ 1,061,307	\$ 2,930,238	\$ 54,076	\$ 557
General Town - Outside VG	59,055	3,571,188	557	16,000
Miscellaneous Special Revenue	2,000	-	-	-
Highway	911,970	256,903	-	43,000
Sewer	1,057,742	198,760	10,000	261,500
Water	3,573,925	1,111,367	-	1,500
Recreation	8,527	1,795,277	-	-
Lighting	-	51,522	-	-
Capital Projects Fund	3,887,005	646,276	308,000	50,076
Total	<u>\$ 10,561,531</u>	<u>\$ 10,561,531</u>	<u>\$ 372,633</u>	<u>\$ 372,633</u>

D. Deferred Inflows of Resources

The Town has deferred inflows of resources consisted of deferred revenue recorded as of December 31, 2021 related to:

<u>Fund</u>	<u>Description</u>	<u>Amount</u>
General Fund	EMS Fees	\$ 125,861
Capital Projects Fund	SASNY SAM Grant	45,832
Water Fund	Water Payments	2,841
Recreation	Memberships	105,655
Total		<u>\$ 280,189</u>

E. Fund Equity

Reserves

- a. Reserves for Repairs

Established pursuant to General Municipal Law, Article 62, Section 6-D, there may be paid into the reserves such amounts as are provided by budgetary appropriation or such revenues as are not required by law to be paid into any other fund or account. Monies in the reserve for repairs may be appropriated

**TOWN OF GUILDERLAND
 NOTES TO ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
 DECEMBER 31, 2021**

3. DETAIL NOTES ON ALL FUNDS AND ACCOUNT GROUPS

E. Fund Equity

Reserves

a. Reserves for Repairs

only for repairs of capital improvements or equipment, which repairs are of a type not recurring annually or at shorter intervals, or to certain other reserve funds pursuant to law. At December 31, 2021 the balance of the Reserves for Repairs was \$1,702,437 as follows:

<u>Fund</u>	<u>Amount</u>
Sewer	\$ 1,540,318
Water	162,119
Total	<u>\$ 1,702,437</u>

b. Capital Reserves

Established pursuant to General Municipal Law, Section 6-C, are the following capital reserves at December 31, 2021:

<u>Fund</u>	<u>Purpose</u>	<u>Amount</u>
Capital Projects	Improvement projects	<u>\$ 578,095</u>

c. Reserve for Debt

This reserve is used to account for proceeds from the sale of property that was financed by obligations still outstanding, interest and earnings on outstanding obligations, and remaining bond proceeds not to be utilized for the intended purpose. These monies must be used to pay the debt service of the obligations from which they originated. At December 31, 2021, the balance of the reserve in the Debt Service Fund was \$17,433.

d. Unemployment Reserve

According to General Municipal Law §6-m, must be used to pay the cost of reimbursement to the State Unemployment Insurance Fund for payments made to claimants where the employer has elected to use the benefit reimbursement method. The reserve may be established by Board action and is funded by budgetary appropriations and such other funds as may be legally appropriated. Within sixty days after the end of any fiscal year, excess amounts may either be transferred to another reserve or the excess applied to the appropriations of the next succeeding fiscal year's budget. At December 31, 2021, the balance of the reserve in the General Fund Town Wide was \$51,319.

**TOWN OF GUILDERLAND
NOTES TO ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
DECEMBER 31, 2021**

3. DETAIL NOTES ON ALL FUNDS AND ACCOUNT GROUPS

E. Fund Equity

Reserves

e. Parkland Assessment Reserves

This reserve is used to account for assessments for land mitigation fees. Monies in the reserve may be appropriated for capital projects supporting the Town’s parklands. At December 31, 2021 the balance in the Miscellaneous Reserve fund was \$386,015.

f. Nonspendable

Consist of prepaid items in the following:

<u>Fund</u>	<u>Amount</u>
General Town - Outside VG	\$ 28,581
Total	<u>\$ 28,581</u>

g. Restricted Donations

These are funds that were donated to the Town with a donor imposed restriction as to purpose and use.

<u>Restriction Purpose</u>	<u>Amount</u>
Animal Shelter	\$ 10,316
Fire Training Tower	114,066
Historic Houses	17,032
Open Space	190,304
Police Department Programs	54,874
Recreation Programs	12,036
Senior Programs	15,023
	<u>\$ 413,651</u>

4. CONTINGENCIES AND COMMITMENTS

The Town has received significant amounts of federal and state grants for specific purposes that are subject to review and audit by the grantor agencies or their designee. Such audits could lead to a request for reimbursement to the grantor agency for expenditures disallowed under terms of the grant. Based on prior experience, the Town believes such disallowances, if any, will be immaterial.

TOWN OF GUILDERLAND
NOTES TO ANNUAL FINANCIAL REPORT UPDATE DOCUMENT
DECEMBER 31, 2021

4. CONTINGENCIES AND COMMITMENTS

From time to time, the Town is involved in litigation that it considers to be in the normal course of business. The town is not presently involved in any legal proceedings in which management expects individually or in the aggregate to have a material adverse effect on its financial condition or results of operations.

5. LEASE COMMITMENTS AND LEASED ASSETS

The Town leases a significant amount of property and equipment under operating leases. Total rental expenditures on such leases for the fiscal year ended December 31, 2021 were approximately \$52,500. The maximum future non-conciliable operating lease payments are as follows:

<u>Year Ending Date</u>	<u>Amount</u>
2022	\$ 52,500
2023	52,500

6. LEASE INCOME

The Town leases the golf course clubhouse under a noncancelable operating lease with a term of three years, with the option to extend for an additional three-year term. Monthly rental payments were waived through March 2020. The following is a schedule of future minimum rental payments to be received under the lease at December 31:

2022	\$ 66,000
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7. TAX ABATEMENTS

The Town has five real property tax agreements that are entered into by the Town of Guilderland Industrial Development Agency. These agreements provide a payment in lieu of taxes (PILOT) in accordance with the IDA's Tax Exemption Policy using a negotiated tax rate agreed upon by the Town of Guilderland, Guilderland Central School District, and County of Albany. As a result of the negotiated rate there are no tax abatements of real property taxes. The payments under these PILOT agreements were \$45,130 for the year ended December 31, 2021 and amount to approximately 0.5% of total combined property tax and PILOT revenue of the Town.

8. SUBSEQUENT EVENTS

Town management has evaluated subsequent events through _____, 2024, which is the date the statutory financial statements were available to be issued. All subsequent events requiring recognition or disclosure as of December 31, 2021 have been incorporated into these financial statements.

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND
OTHER MATTERS BASED ON AN AUDIT OF THE STATUTORY FINANCIAL
STATEMENTS CONTAINED IN THE ANNUAL
FINANCIAL REPORT UPDATE DOCUMENT PERFORMED IN
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Members of the Town Board
Town of Guilderland
Guilderland, New York

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the statutory financial statements of the Town of Guilderland (the Town), as of and for the year ended December 31, 2021, and the related notes to the statutory financial statements, which collectively comprise the Town's basic statutory financial statements, and have issued our report thereon dated _____, 2024.

Internal Control Over Financial Reporting

In planning and performing our audit of the statutory financial statements, we considered the Town's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the statutory financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the Town's statutory financial statements will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies, and therefore, material weaknesses or significant deficiencies may exist that have not been identified. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. We did identify a certain deficiency in internal control described in the accompanying schedule of findings and responses as item 2021-001, that we consider to be a significant deficiency.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town's statutory financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of statutory financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Town's Response to the Findings

The Town's response to the findings identified in our audit is described in the accompanying schedule of findings and responses. The Town's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Latham, NY
_____, 2024

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**TOWN OF GUILDERLAND
SCHEDULE OF FINDINGS AND RESPONSES
FOR THE YEAR ENDED DECEMBER 31, 2021**

Section I: Summary of Auditor's Results

Financial Statements

Type of auditor's report issued	Adverse
Internal control over financial reporting:	
• Material weakness(es) identified?	___yes <u> X </u> no
• Significant deficiency(ies) identified that are not considered to be material weaknesses?	<u> X </u> yes ___none reported
Noncompliance material to financial statements noted?	___yes <u> X </u> no

Section II: Financial Statement Findings

Findings related to the financial statements which are required to be reported in accordance with Government Auditing Standards:

Significant Deficiency

2021-001 Journal Entry Review

Statement of Condition: Due to lack of necessary staffing at the time from January through September 2021, journal entries were being entered and not reviewed. Journal entry review did begin as of October 2021 through the end of the year.

Criteria: To ensure a proper segregation of duties, along with ensuring there are no material errors or inappropriate journal entries being made, it is necessary for all journal entries to be reviewed by a more senior employee than the one who is entering them.

Statement of Cause: Due to a lack of the proper staffing, journal entries were not being reviewed.

Statement of Effect: Without proper review of journal entries, it is unclear if the journal entry being entered is correct and appropriate, and if the entry contains any material errors.

Perspective Information/Context: As part of auditing procedures, controls over the journal entry review process are reviewed and tested.

Repeat Finding: No

Recommendation: The Town should have proper review process for the entire year where all journal entries are reviewed by a more senior staff member.

**TOWN OF GUILDERLAND
SCHEDULE OF FINDINGS AND RESPONSES
FOR THE YEAR ENDED DECEMBER 31, 2021**

Section II: Financial Statement Findings

Findings related to the financial statements which are required to be reported in accordance with Government Auditing Standards:

Significant Deficiency

2021-001 Journal Entry Review

Views of responsible officials and Planned Corrective Actions: Formal review of all journal entries began in October of 2021.

DRAFT

**TOWN OF GUILDERLAND
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
FOR THE YEAR ENDED DECEMBER 31, 2021**

2020-001 Year-end Accounting

Status: This comment was corrected and therefore not repeated.

2020-002 Missing Signatures

Status: This comment was corrected and therefore not repeated.

2020-003 Compliance with Reporting Under the Uniform Guidance

Status: This comment is repeated in the 2021 stand-alone Single Audit.

2020-004 Compliance with Reporting to Housing and Urban Development

Status: This comment is repeated in the 2021 stand-alone Single Audit.

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