

Summary Analysis of 2019-20 Projected Revenues and Fund Balance  
As of May 31, 2020

ACCOUNT	2019-20 BUDGET	REVENUE EARNED YTD	ACCRUED REVENUE	TOTAL PROJECTED REVENUE	TOTAL PROJECTED VARIANCE OVER/(UNDER)	Note: This analysis contains estimates and projections of revenues based on certain assumptions. Actual results can vary and as such these estimates and projections are subject to change.	
A 1001	Real Property Taxes	87,634,980	51,750,035	35,884,945	87,634,980	-	
A 1081	PILLOTS, including LIPA PILLOTS	1,665,963	593,570	956,520	1,550,090	(115,873)	Reflects statement from Nassau Cty. LIPA PILLOTS have varied widely from year to year.
A 1085	School Tax Relief Reimbursement	1,368,390	1,368,390	-	1,368,390	-	
A 1090	Interest on Property Taxes	4,000	-	4,000	4,000	-	
A 2280	Health Service for Other Districts	725,000	(20,404)	750,898	730,494	5,494	Billings for health services for students attending in-district NPS. Projection reflects fewer students receiving services.
A 2230	Day School Tuition-Other Districts	254,278	(108,094)	352,198	244,104	(10,174)	Billings for special ed services to in-district NPS students. Revenue projection reflects fewer students receiving services offset by recoveries of prior year billings. Boundary properties designated to MUFSD (total \$150K), plus tuition collected in re: non-res. students (\$1K)
A 1311	Day School Tuition- Individuals	134,190	10,601	151,754	162,355	28,165	Less students participated in Fall 2019.
A 1335	Other Student Fees & Charges	10,000	984	4,016	5,000	(5,000)	
A 1335.1	Driver Education Tuition	32,000	7,740	-	7,740	(24,260)	
A 1489	Other Charges for Services	-	5,070	-	5,070	5,070	
A 2401	Interest and Earnings	205,026	201,184	8,962	210,146	5,120	Facilities not used due to Coronavirus shutdown.
A 2410	Rental of Real Property	40,000	18,866	3,285	22,151	(17,849)	Worker's Comp. recoveries. 19-20 includes \$130K life insurance recovery for former Supt.
A 2680	Insurance Recoveries- Other	30,000	161,410	-	161,410	131,410	
A 2770	E Rate Aid	10,000	-	10,000	10,000	-	
A 2703	Refund of Prior Year Expense- Other	60,000	34,810	27,552	62,362	2,362	
A 2705	Gifts and Donations	50,000	19,418	21,371	40,789	(9,211)	Projection remains at Budget amount and includes gifts from the SCA for enrichment programs and reimbursements from FOMC and other Clubs.
A 2389	Other Misc Revenue	2,000	4,925	-	4,925	2,925	
A 2773	Indirect Revenue - Grants	26,000	-	27,006	27,006	1,006	
	Total Operational Revenues, excluding State Aid	92,251,827	54,048,505	38,202,507	92,251,012	(815)	
A 3101	State Aid- Basic Formula	4,171,388	3,358,882	428,520	3,787,402	(383,986)	The Projected State Aid Revenue represents the Final 20-21
A 3102	State Aid- Lottery	-	112,519	-	112,519	112,519	Budget Proposal, wherein 19-20 is projected to be 230K lower
A 3103	State Aid- BOCES	634,654	225,957	435,732	661,689	27,035	than the final state aid runs for 19-20 received on April 1, 2019.
A 3260	State Aid- Textbook	291,631	206,264	60,655	206,264	(85,367)	In addition, an error was made in budget preparation of 80K.
A 3262	State Aid- Computer Software	-	60,655	-	60,655	60,655	
A 3263	State Aid- Library Material	-	25,306	-	25,306	25,306	
A 3288	State Aid- Prior Year	50,000	47,558	-	47,558	(2,442)	Nassau Cty reimbursement for CPSE Administration.
A 3289	State Aid- Other	10,000	25,000	-	25,000	15,000	Grant in aid of \$25,000 received in December 2019.
	Total State Aid, excluding Intermediate Care Facility	5,157,673	4,062,141	864,252	4,926,393	(231,280)	
A 3104	State Aid- Including Intermediate Care Facility and Children's Residential Project	397,103	404,346	-	404,346	7,243	The budget included 2 students at the ICF, there is only 1 student. Revenue reduction is offset on the expense side. In addition, includes unbudgeted recoveries for residential students placed in CRP schools from 16-17, 17-18 and 18-19 of 164K.
	Total State Aid	5,554,776	4,466,487	864,252	5,330,739	(224,037)	
A 4601	Federal Aid- Medicaid Assistance	12,499	19,029	-	19,029	6,530	Projection reflects savings from Library Bond Refunding completed in June 2019. and is offset on the expense side.
A 2801	Interfund Revenues - Debt Service Manhasset Library Applied Fund Balance	1,083,019	1,013,104	-	1,013,104	(69,915)	
		595,120	595,120	-	595,120	-	

**Summary Analysis of 2019-20 Projected Revenues and Fund Balance  
As of May 31, 2020**

ACCOUNT	2019-20	REVENUE	ACCRUED	TOTAL	TOTAL	Note: This analysis contains estimates and projections of revenues based on certain assumptions. Actual results can vary and as such these estimates and projections are subject to change.
	BUDGET	EARNED YTD	REVENUE	PROJECTED	PROJECTED	
Total Revenues and Fund Balance	<u>99,497,241</u>	<u>60,142,245</u>	<u>39,066,759</u>	<u>99,209,004</u>	<u>(288,237)</u>	
					<u>(536,618)</u>	1.31.20 Projection
					<u>248,381</u>	Increase in FB, primarily ICF Revenues

Summary Analysis of 2019-20 Projected Expenses and Fund Balance  
As of May 31, 2020 (Updated from 4.30.20)

Note: This analysis, with attachments, contains estimates and projections of expenses based on certain assumptions. Actual results can vary and as such these estimates and projections are subject to change.

	2019 -2020 Approved Budget	Total Expensed/ Encumbered as of 4-30-20	Projected Remaining Expenses/ Adjustments	Total Projected 2019-2020 Expenses	Total Projected 2019-2020 Fund Balance	2018-2019 Actual Expenses	Projected Exp. vs 2018-2019 Actual Expenses	Incr./ (Decr.) 2019-2020	Fund Balance Projection	Projected COVID-19 Net Unspent Funds
Total Compensation (100 Codes)	51,839,650.00	49,817,084	478,872	50,295,956	1,543,694	50,146,508	149,448	1,31,20	520,329	1,023,365
Total Equipment (200 Codes)	1,517,504.00	1,124,418	373,991	1,498,409	19,095	1,121,426	376,983		14,281	4,814
Total Transportation (300 Codes)	5,050,044.00	4,413,171	(405,848)	4,007,323	1,042,722	4,818,610	(811,287)		207,498	835,224
Total Contractual (400 Codes)*	7,487,317.00	7,091,139	286,824	7,377,963	109,354	6,865,103	512,861		42,898	66,455
Legal Services - Special Education(1420 429 Code)	125,000.00	54,670	-	54,670	70,330	22,062	32,608		70,330	(0)
Contract Therapists (2250 440 Codes)	1,575,240.00	1,582,015	7,000	1,589,015	(13,775)	1,451,747	137,267		(41,940)	28,165
Special Ed Tuition - Public (2250 471 Codes)	162,605.00	157,156	-	157,156	5,449	237,574	(80,418)		5,913	(464)
Special Ed Tuition - Private (2250 472 Codes)	1,063,990.00	1,155,720	3,765	1,159,485	(95,495)	987,732	171,754		(96,379)	884
Special Ed Tuition- BOCES (2250 490 Codes)	1,594,228.00	882,561	-	882,561	711,667	1,008,003	(125,442)		642,576	69,091
Total Supplies (500 Codes)	1,005,476.00	867,134	111,419	978,554	26,922	1,097,671	(119,118)		59,303	(32,381)
Total Interest Expense (700 Codes)	158,000.00	(14,522)	83,019	68,497	89,503	94,120	(25,623)		96,397	(6,894)
Total Employee Benefits (800 Codes)	23,588,819.00	16,191,423	6,060,186	22,251,609	1,337,210	22,583,023	(331,414)		1,159,839	177,371
Total Interfund Transfers (900 Codes)*	4,329,368.00	3,248,858	929,978	4,178,836	150,532	5,044,324	(865,488)		131,472	19,060
TOTAL	99,497,241.00	86,570,827	7,929,207	94,500,034	4,997,207	95,477,903	(977,870)		2,812,517	2,184,691
										2,035,960

\* excludes other 400 codes on this schedule.

1 Fund balance is projected as a result of changes in staff mix, primarily because of teachers on unpaid leaves of absence replaced with leave replacements at a lesser salary, in addition to unfilled positions

2 Legal Fees for Special Education had been volatile: 2010-11: \$292,634, 2011-12: \$367,240, 12-13: \$439,945, 13-14 \$417,295. However, special education legal fees have stabilized over the last several years: \$85,314 in 14-15; \$133,387 in 15-16; \$121,179 in 16-17; 78,143 in 17-18; \$22,062 in 18-19 and projected \$54,600 in 19-20.

3 Billing for Special Education Contract Therapists lags by several months. Therefore estimates for this line item can be volatile. The District budgeted for 460 classified school age students and 40 pre-school students to receive related services in 2019-20. As of October 2019, the District was servicing 400 school age students and 27 pre-school students.

4 The District budgeted for 40 special education students to attend out of district schools. The actual student count is 36. Certain students budgeted to attend certain out of district schools are actually attending different programs than originally budgeted.

5 The district issued its 2019-20 tax anticipation note for \$6,000,000 at a coupon rate of 1.75%, prior to application of premium of \$14,522. The net interest cost (NIC) rate, after premium is 1.42%

6 See attached analysis

<b>Sources and Uses of 2019-20 of Excess Unassigned Fund Balance</b>		<u>With Capital \$ Used</u>	<u>Without Capital \$ Used</u>	
Unassigned Fund Balance at July 1, 2019		3,979,890	3,979,890	
<b>Sources of Unassigned Fund Balance in 2019-20</b>				
Total 2019-20 Revenues and Transfers in Excess of Budget	(288,237)			
Total 2019-20 Unspent Appropriations	<u>4,997,207</u>			
<b>Total Excess Unassigned Fund Balance Available for Assignment</b>			<u>4,708,970</u>	
<b>Uses of Unassigned Fund Balance in 2019-20</b>				
Designated to 2020-21 Tax Levy	(724,067)		(724,067)	
Interest Allocated to Reserves, net	(90,073)		(90,073)	
Proposed Transfer to Capital Projects Fund for Asphalt and Water Main Project	(860,000) 1			
COVID Fund/Transfer to 2018 Capital Reserve TBD	<u>(2,988,328)</u>			
Total Uses of Excess Unassigned Fund Balance			<u>(4,662,468)</u>	
<b>Unassigned Fund Balance at June 30, 2020</b>		<u>4,026,393</u>	<u>7,874,720</u>	<b>46,503</b>
<b>2020-21 Budget</b>		<u>100,659,820</u>	<u>100,659,820</u>	
<b>Unassigned Fund Balance at June 30, 2020 as a % of 2020-21 Budget</b>		<u>4.00%</u>	<u>7.82%</u>	

Note: This analysis contains estimates and projections of revenues, expenses, interest and transfers to reserves that are based on certain assumptions. Actual results can vary and as such these estimates and projections.

<sup>1</sup> This is related to the 2014 Capital Projects Referendum. Approximately \$1.755 million remains in the capital projects fund from the 2014 Bond Referendum. The funds are to be used to complete the Asphalt and Water Main Project at the Secondary School campus. However, the latest bid for this project is \$2.615 million and exceeds the amount available. The proposed transfer is subject to voter approval.

4,026,393

2019-20 Benefits Expense and Fund Balance and Historical Analysis of Benefits Expense

	2019-2020		2018-2019		2017-2018		2016-2017		2015-2016		2014-2015		2013-2014		2012-2013		2011-2012		2010-11		2009-10		Projected 19-20 vs Actual 09-10 Increase (Decrease)
	Approved Budget	Total Projected 2019-2020 Expenses	Total 2018-2019 Expenses	Total 2017-2018 Expenses	Total 2016-2017 Expenses	Total 2015-2016 Expenses	Total 2014-2015 Expenses	Total 2013-2014 Expenses	Total 2012-2013 Expenses	Total 2011-2012 Expenses	Total 2010-11 Expenses	Total 2009-10 Expenses	ACTUAL		ACTUAL		ACTUAL		ACTUAL				
		Fund Balance																					
Employees' Retirement System*	1,219,451	1,147,928	1,167,632	1,057,595	986,459	926,100	1,162,241	795,633	1,221,010	1,096,089	864,214	540,996	606,932										606,932
Teachers' Retirement System*	3,944,409	3,785,346	4,465,125	4,098,474	4,802,185	6,640,208	6,396,900	5,478,273	4,642,842	4,324,822	4,423,863	2,334,746	1,450,600										1,450,600
Social Security-Employer Portion	3,861,303	3,765,269	3,627,379	3,611,865	3,498,044	3,396,385	3,314,932	3,171,667	3,244,579	3,243,260	3,121,896	3,203,755	561,514										561,514
Workers' Compensation - Nassau Coop	416,041	438,524	414,448	397,282	380,390	362,523	358,663	375,207	361,177	303,625	128,221	0	438,524										438,524
Workers' Compensation - Tail Claims	33,415	23,856	24,540	31,258	31,703	35,800	66,885	67,457	91,578	123,340	183,167	219,369	(195,511)										(195,511)
Life Insurance Premiums	39,500	39,809	38,960	38,149	36,661	36,751	34,573	38,644	39,156	38,721	39,225	39,523	286										286
Unemployment Insurance	20,000	15,920	18,514	5,200	19,092	12,682	14,641	35,278	55,339	84,466	72,852	60,605	(44,685)										(44,685)
MEAMASA Trust Contribution	362,461	352,988	341,147	352,899	342,362	335,459	313,432	59,341	430,411	483,553	474,971	478,596	(125,608)										(125,608)
Employee Assistance Program	9,030	9,030	9,030	9,030	9,030	9,030	9,030	9,030	9,054	9,030	9,030	9,030	0										0
Annuity Management	3,500	2,940	3,048	3,264	3,228	3,336	3,336	3,516	8,835	8,370	9,304	10,647	(7,707)										(7,707)
Other Benefits	0	0	7,137	4,361	5,920	4,247	1,540	14,875	4,666	9,996	0	0	0										0
Medicare Reimbursement	1,023,140	1,258,077	1,049,204	917,071	803,286	671,871	639,171	588,480	527,837	507,709	469,112	441,566	817,511										817,511
Health Insurance- Admin Fees	27,500	42,431	26,306	26,595	24,729	23,791	23,482	22,547	21,962	21,719	22,764	22,999	19,432										19,432
Dental Insurance	70,000	54,149	52,090	26,532	34,283	37,911	41,416	36,796	41,208	40,629	36,109	38,123	16,026										16,026
Health Insurance Buy Back	259,689	254,723	200,383	191,033	177,500	179,733	110,269	165,227	268,352	339,353	288,492	306,155	(51,432)										(51,432)
Health Insurance- Active- PA7	8,421,407	7,752,945	7,686,770	7,516,644	6,934,323	6,460,894	5,956,501	5,689,293	5,678,974	5,291,584	4,918,007	4,551,222	3,201,723										3,201,723
Health Insurance- Cobra- PC7	0	(77,026)	(13,341)	(85,131)	(2,180)	(10,721)	0	(346)	(4,886)	0	0	0	(77,026)										(77,026)
Health Insurance- Retired- PR7	3,853,575	3,383,697	3,464,752	3,401,491	3,184,521	3,015,790	2,850,945	2,780,276	2,505,740	2,392,691	2,272,882	1,961,885	1,421,812										1,421,812
Health Insurance- Survivor- PS7	0	0	0	0	0	0	0	0	3,120	0	0	0	0										0
Health Insurance- HIP	0	0	0	0	0	0	0	40,649	44,426	49,706	50,225	53,325	(53,325)										(53,325)
<b>Total</b>	<b>23,564,421</b>	<b>22,251,609</b>	<b>22,583,024</b>	<b>21,603,612</b>	<b>21,271,537</b>	<b>22,143,790</b>	<b>21,297,967</b>	<b>19,371,795</b>	<b>19,195,380</b>	<b>18,368,663</b>	<b>17,384,334</b>	<b>14,272,542</b>	<b>7,979,067</b>										<b>7,979,067</b>
Pension Deferrals Under the Stable Contribution Option (not included in the above totals)																							
			28,937	96,194	118,318	261,777	1,653,875	1,087,917															
% Increase 2019-20 Projected Benefits vs 2009-10 Actual Benefits																							
Fully Paid off by 14-15																							
1,199 million paid off in 15-16																							
Increase in Benefits as a % of 2009-10 Actual Total General Fund Expenses																							
9.95%																							
Increase in 2019-20 Budget vs 2009-10 Budget																							
18,402,962																							
% Increase in 2019-20 Budget vs 2009-10 Budget																							
22.69%																							
0.44																							

## MANHASSET UFSD FUND BALANCE AND RESERVES

CUMULATIVE COMPONENTS OF AND CHANGES TO FUND BALANCE FOR THE FISCAL YEAR ENDED JUNE 30, 2017 THROUGH JUNE 30, 2019

	June 30, 2019	June 30, 2018	2019 vs 2018 Inc./Dec.)	June 30, 2017	2018 vs 2017 Inc./Dec.)	Cumulative Inc./Dec.)
<b>General Fund</b>						
<b>Restricted:</b>						
Reserve for Workers' Compensation	\$ -	\$ -	-	-	-	-
Reserve for Retirement Contribution	-	-	-	-	-	-
Reserve for Retirement Contribution - TRS Sub Fund	-	-	-	-	-	-
Reserve for Repairs	152,277	149,639	2,638	148,851	788	3,426
Reserve for Unemployment Insurance	-	-	-	-	-	-
Capital Reserve (2010)	5,597,433	4,872,539	724,894	3,902,992	969,547	1,694,441
Capital Reserve (2018)	68,614	-	68,614	-	-	68,614
<b>Nonspendable Fund Balance</b>	<b>6,765</b>	<b>6,765</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,765</b>
<b>Assigned:</b>						
Designated for Encumbrances	655,745	477,519	178,226	585,598	(108,079)	70,147
Designated for subsequent year's expenditures	595,120	595,120	-	595,120	-	-
<b>Unassigned</b>	<b>3,979,890</b>	<b>3,854,797</b>	<b>125,093</b>	<b>3,755,630</b>	<b>99,167</b>	<b>224,260</b>
<b>Total Fund Balance - General Fund</b>	<b>11,055,844</b>	<b>9,949,614</b>	<b>1,106,230</b>	<b>8,988,191</b>	<b>961,423</b>	<b>2,067,653</b>
<b>Special Aid Fund</b>						
Assigned - unappropriated	-	-	-	33,071	(33,071)	(33,071)
<b>School Lunch Fund</b>						
Nonspendable (inventory)	307	440	(133)	2,234	(1,794)	(1,927)
Assigned - unappropriated	527,837	369,043	158,794	874,205	(505,162)	(346,368)
<b>Total Fund Balance - School Lunch Fund</b>	<b>528,144</b>	<b>369,483</b>	<b>158,661</b>	<b>876,439</b>	<b>(506,956)</b>	<b>(348,295)</b>
<b>Debt Service Fund</b>						
Restricted	160,290	116,785	43,505	108,299	8,486	51,991
<b>Capital Projects Fund</b>						
Restricted for unspent bond proceeds	1,963,635	1,623,470	340,165	5,662,197	(4,038,727)	(3,698,562)
Restricted for investments in capital assets	-	-	-	2,650,000	(2,650,000)	(2,650,000)
Assigned Unappropriated Fund Balance	905,345	-	905,345	-	-	905,345
<b>Total Fund Balance - Capital Projects Fund</b>	<b>2,868,980</b>	<b>1,623,470</b>	<b>1,245,510</b>	<b>8,312,197</b>	<b>(6,688,727)</b>	<b>(5,443,217)</b>
<b>Total Fund Balance</b>	<b>\$ 14,613,258</b>	<b>\$ 12,059,352</b>	<b>\$ 2,553,906</b>	<b>\$ 18,318,197</b>	<b>\$ (6,258,845)</b>	<b>\$ (3,704,939)</b>
<b>General Fund Balance as a Percent of Budget</b>	<b>11.11%</b>	<b>10.32%</b>		<b>9.57%</b>		

See explanatory footnotes on the following pages.

**MANHASSET UFSD  
FUND BALANCE AND RESERVES**

**COMMENTS ON COMPONENTS OF AND CHANGES TO FUND BALANCE FOR THE FISCAL YEAR AND RESERVE FUNDING PLAN**

**Definition:** A reserve fund is a separate account established by a school district to finance the cost of various objects or purposes of the school district.

**General Fund Restricted Fund Balance:**

**1. Reserve for Workers' Compensation:**

**Purpose:** This reserve may be used to pay for compensation benefits and other expenses authorized by Article 2 of the Workers' Compensation Law and for payment of expenses of administering the self insured program.

**Explanation for change:** The remaining balance was fully utilized in 2013-14 to pay workers' compensation benefits.

**Other Comments:** This reserve does not require voter approval either to create or expend.

**Funding:** Due to the District's participation in the Nassau County Workers' Compensation Cooperative as of November 2010 and the subsequent wind-down of tail claims incurred prior to that date, there is no need to add funds to this reserve.

**2. Reserve for Retirement Contribution:**

**Purpose:** This reserve is used to fund retirement contributions payable to ERS--the NYS and Local Employees Retirement System.

**Explanation for change:** The remaining balance in the reserve was fully utilized in 2013-14.

**Other Comments:** This reserve fund does not require voter approval either to create or expend.

**Funding:** Because the District participates in the ERS Stable Contribution Option, it is not anticipated that the District will place additional funds in this reserve at this time.

**3. Reserve for Repairs:**

**Purpose:** This reserve may be used to pay the cost of repairs to capital improvements or equipment of a type which does not recur annually or at shorter intervals.

**Explanation for change:** Earned interest.

**Other Comments:** This fund was established through voter approval for funding in 1990. Funds may be spent without voter approval, but only after a public hearing, except in emergency situations. In the case of an emergency, expenditures may be authorized by a two-thirds vote of the school Board, but the amount must be repaid to the reserve over the ensuing two years.

**Funding/Usage:** Voter approval is required to transfer funds to the reserve for repairs. Barring an emergency, at this time it is not anticipated that the repair reserve will be utilized in 2018-19.

**4. Reserve for Unemployment Insurance:**

**Purpose:** This reserve may be used to reimburse the State Unemployment Insurance Fund for payments made to claimants.

**Explanation for change:** On June 17, 2010, the Board authorized the establishment of the unemployment insurance reserve. Under the 2013-14 adopted budget, reductions of 22.29 full time equivalent employees were made. However, as a result of unpaid maternity leaves, staff who would have otherwise been laid off were employed as leave replacements in 2013-14, and this trend continued in 2014-15. However, upon completion of their assignment, these leave replacements would have been eligible for unemployment. Therefore, on June 19, 2014, the Board authorized the transfer of \$200,000 to the unemployment insurance reserve to cover this expense when realized. In November 2014, the Board authorized an additional transfer of \$5,812 to this reserve.

**Explanation for Change:** Earned interest.

**Other Comments:** This reserve does not require voter approval either to create or expend.

**Funding:** The District increased staff in 2014-15 through 2017-18, and unemployment expense during the same period averaged approximately \$20,000 in each year. Therefore, effective June 30, 2017, it was determined that the District can meet its obligations for unemployment benefits out of budgeted fund and the balance in this reserve was transferred to the 2010 Capital Reserve.

**MANHASSET UFSD  
FUND BALANCE AND RESERVES**

**5. 2010 Capital Reserve:**

**Purpose:** This reserve fund may be used to pay for the cost of any object or purpose for which bonds may be issued.

**Explanation for change:** On May 18, 2010, the voters approved the establishment of the 2010 Capital Reserve of up to \$10 million and the Board funded the account with a \$2,118,734 transfer from the Insurance Reserve as of June 2010. On May 17, 2011, voters approved capital projects totaling \$2,405,725 to be funded from the 2010 Capital Reserve, together with unassigned fund balance of up to \$296,991. Projects were completed during Summer 2012 and in 2013. The balance at June 30, 2013 was fully expended in 2013-14, as all approved capital projects were completed. In June 2014 and October 2014, the Board authorized the transfer of \$2 million and \$400,000, respectively, to the 2010 Capital Reserve. In June 2015, the Board authorized the transfer of up to \$3.5 million to the 2010 Capital Reserve, of which \$1,805,170 was transferred as of June 30, 2015. The use of the \$2.4 million was authorized by the voters in December 2014 to partially fund \$22.6 million in capital projects over the next two years. Of this, \$1.75 million was transferred in 2014-15 and \$650,000 was transferred in 2015-16. In June 2016, the Board authorized the transfer of up to \$2 million into the 2010 Capital Reserve. The actual transfer was \$541,307 as of June 30, 2016. In June 2017, the Board authorized the transfer of up to \$2,928,500 to the 2010 Capital Reserve. The actual transfer was \$1,340,175. In addition, \$206,720 was transferred from the Reserve for Unemployment Insurance to the 2010 Capital Reserve, effective June 30, 2017. In June 2018, the Board authorized the transfer of up to \$1,500,000 to the 2010 Capital Reserve. The actual transfer was \$948,885. Since its inception, \$9,360,992 of the total authorization of \$10 million has been completed. Interest earnings are \$38,181, and \$4,526,633 of the 2010 Capital Reserve has been utilized for capital projects authorized by the voters. Proposition 2 on the May 21, 2019 ballot seeks voter approval to expend \$4,925 million of the 2010 Capital Reserve, including interest through June 30, 2019.

**Other Comments:** This reserve fund requires voter approval to create and expend. It is anticipated that the Board will seek voter approval in May 2019 to utilize the balance in the 2010 Capital Reserve for capital projects at all schools.

**Funding:** \$9,360,992 of the total authorization of \$10 million has been completed. It is anticipated the District will continue to fund the 2010 Capital Reserve up to an additional \$639,008 as funds become available to fully fund its maximum authorization.

**6. 2018 Capital Reserve:**

**Purpose:** This reserve fund may be used to pay for the cost of any object or purpose for which bonds may be issued.

**Explanation:** On May 15, 2018, the voters approved the establishment of the 2018 Capital Reserve of up to \$10 million, with a maximum funding term of 10 years.

**Other Comments:** This reserve requires voter approval to create and expend.

**Funding:** The 2018 Capital Reserve will be funded generally through the transfer of surplus money, if any, from the District's General Fund unappropriated fund balance that may be available at the end of each fiscal year. The District has not yet commenced the funding of this reserve.

**Assigned Fund Balance:**

**1. Unappropriated Fund Balance - Designated for Encumbrances:**

**Purpose:** Reserved for payment to vendors whose invoices have not yet been received.

**Explanation for change:** The dollar amount of payments to vendors estimated to be open for payment at the end of the school year fluctuates.

**2. Appropriated Fund Balance - Designated for Subsequent Year's Expenditures:**

**Purpose:** To be used for tax levy reduction in the next fiscal year.

**Explanation for change:** The 2015-16 budget applied \$595,120 to the 2015-16 tax levy. The 2016-17 budget applied \$595,120 to the 2016-17 tax levy. The 2017-18 budget applied \$595,120 to the 2017-18 tax levy.

**Funding:** The District evaluates the need for designations for subsequent year's expenditures in concert with the annual budget process.

**Unassigned Fund Balance:**

**Purpose:** This amount is the unallocated portion of the District's fund balance. NYS Real Property Tax Law permits the retention of up to 4% of the current budget as unassigned.

**Other Comments:** At June 30, 2016, 2017 and 2018, the District's unassigned fund balance is at the statutory maximum of 4%.

**Funding:** The District intends to maintain Unassigned Fund Balance at the statutory maximum of 4% of current budget.



## MANHASSET UFSD FUND BALANCE AND RESERVES

### Other Funds:

#### Special Aid Fund:

**Purpose:** The fund is used to account for activities using specific revenue sources, including Federal and State grants that are legally restricted to expenditures for specified purposes.

**Other comments:** The assigned – unappropriated fund balance in the special aid fund of \$33,071 at June 30, 2017 and \$32,727 at June 30, 2016 was the District's funding of a project completed in 2017-18 to upgrade theatrical, LED, and lighting systems at all three schools, funded primarily by a grant from New York State of \$100,000 received in 2017-18.

#### School Lunch Fund:

**Purpose:** The fund is used to account for the activities of the District's school lunch activities.

**Other Comments:** The assigned unappropriated fund balance must be utilized in support of the school program and may include equipment upgrades and cafeteria renovations. In 2011-2012, the District's program lost money. In 2012-13, a minor profit was earned, and the fund balance was less than 1 month's average expenditure. In 2013-14, the program achieved a solid profit, and the fund balance was approximately 2.37 months average expenditure. This level of profitability was sustained in 2014-15, 2015-16, and 2016-17, with fund balance at approximately 3.96, 5.14 and 7.21 months average expenditure, respectively. In 2017-18, the District invested \$652,917 in cafeteria renovations and equipment at all of its schools, and the fund balance was approximately 1.88 months average expenditure, (and 2.81 months, excluding capital expenditures).

**Funding:** Federal regulations limit the net cash resources to be retained by the school lunch fund to 3 months average expenditure and requires a plan to expend excess funds. In 2017-18, the District executed the plan, as detailed below. The expenditures at both Munsey Park and the Secondary School noted below were scheduled for the Summer of 2016. However widespread delays in project approval by NYS SED Facilities Planning caused the projects to be re-scheduled from Summer 2016 to 2017-18, and thus the related planned renovations, serving line and other kitchen equipment expenditures to be purchased through the School Lunch Fund were also delayed.

- The District purchased kitchen equipment.
- The District renovated the Munsey Park cafeteria as part of its 2014 Capital Projects Bond Referendum. In conjunction with this, the District has used the School Lunch fund balance to purchase a new serving line and other equipment.
- The District renovated the Secondary School cafeteria – existing seating area.
- The District expanded the Secondary School Grab & Go area.
- The District replaced the Secondary School cafeteria tables and chairs.
- The District replaced the Secondary School faculty serving line, tables and chairs. In addition, the District replaced the serving line at Shelter Rock in Summer 2018.

#### Debt Service Fund:

**Purpose:** The fund is used to account for the proceeds of debt issuance, including interest earned on such proceeds. These monies must be used to pay the debt service of the obligations from which they originate.

**Explanation for change:** The debt service fund increased \$8,486 in 2017-18 and \$6,879 in 2016-17, primarily allocated interest.

#### Capital Projects Fund:

**Purpose:** The fund is used to pay for certain specific capital projects authorized by the voters.

**Explanation for change:** On December 3, 2014, the District voters approved a Capital Projects Bond Referendum for projects totalling \$22,690,870, which will be funded by up to \$19,493,194 of bonds and a transfer from the general fund of \$466,676, \$2.4 million of 2010 Capital Reserve funds and a \$250,000 gift from the Manhasset School Community Association. The net change in the capital projects fund balance in fiscal 2018 is a decrease of \$6,688,727. This decrease is primarily due to expenditures of \$6,805,991 pursuant to the 2014 Capital Projects Bond Referendum, offset by grants of \$87,108 related to New York State's Smart Schools Bond Act Program and insurance recoveries of \$30,156. The net change in the capital projects fund balance in fiscal 2017 is an increase of \$1,344,319. This net increase is primarily due to new debt issuance proceeds of \$11,500,000, offset by expenditures of \$10,406,215 pursuant to the 2014 Capital Projects Bond Referendum and a transfer from the general fund of \$6,679 and grants of \$243,855 related to New York State's Smart Schools Bond Act program. The net change in fiscal 2018 is a decrease of \$6,688,727, due to expenditures of \$6,805,991 offset by grants of \$87,108 related to New York State's Smart Schools Bond Act and recoveries under an insurance claim of \$30,156.

Reserve Rollforward

	June 30 2009	Sources 2009-2010	Uses 2009-2010	Other Changes in Reserves in 2009	June 30 2010	Sources 2010-2011	Uses 2010-2011	Other Changes in Reserves in 10-11	June 30 2011	Sources 2011-12	Uses 2011-12	Other Changes in Reserves in 11-12
<b>Restricted Reserves</b>												
Reserve for Workers' Compensation	523,170		(235,000)	288,362	576,532		(199,923)	166,960	543,569		(447,499)	356,356
Reserve for Employee Benefit Accrued Liability	0			0	0			0	0			0
Reserve for Retirement Contribution	300,000			1,735,205	2,035,205		(805,173)	1,162,913	2,392,945		(1,083,680)	2,888
Reserve for Repairs	147,502			147,502	147,502			276	147,778			178
Reserve for Unemployment Insurance	0			0	0			0	0			0
Nonspendable Fund Balance												
2006 Capital Reserve	3,313,264	13,361	(330,289)	2,996,336	2,996,336		(2,998,149)	1,813	0		(339,162)	2,274
Reserve for Insurance	2,110,333	8,401	(2,118,734)	2,118,734	0			3,969	2,122,703			0
2010 Capital Reserve												
2018 Capital Reserve												
Liability Reserve	2,215,177	8,933	(2,224,110)	0	0			1,335,931	5,206,995	0	(1,870,341)	361,696
Total Restricted Reserves	8,609,446	30,695	(4,908,133)	4,142,301	7,874,309	0	(4,003,245)	1,335,931	5,206,995	0	(1,870,341)	361,696
<b>Assigned Reserves</b>												
Reserve for Encumbrances	518,170		(518,170)	582,610	582,610		(582,610)	187,652	187,652		(187,652)	239,112
Designated for Next Year's Budget	700,000		(700,000)	1,475,000	1,475,000		(1,475,000)	1,000,000	1,000,000	0	(1,000,000)	936,714
Total Assigned Reserves	1,218,170		(1,218,170)	2,057,610	2,057,610	0	(2,057,610)	1,187,652	1,187,652	0	(1,187,652)	1,175,826
<b>Unassigned Reserves</b>												
Use of Fund Balance for 2011 Capital Projects	3,225,039			114,569	3,339,608			84,076	3,423,684			85,344
Excess Fund Balance - Expenses (current year)		1,509,862		(1,509,862)	0			(1,863,684)	0			(842,960)
Excess Fund Balance - Revenues (current year)		274,406		(274,406)	0			(405,346)	0			(263,314)
Excess Fund Balance - Revenues (prior years)		630,606		(630,606)	0				0			(276,818)
Increase for 4% Undesignated Fund Balance												
Designated for next year's budget												
Add to Reserve for Worker's Comp												
Add to Reserve for Retirement Contribution												
Add to 2010 Capital Reserve												
Add to 2018 Capital Reserve												
Add to Repair Reserve												
Add to Unemployment Insurance Reserve												
Add to Nonspendable Fund Balance												
Transfer Excess from DW Capital Renovations						18,038		(18,038)	0			0
Transfer to Capital Projects Fund												
Transfer Excess from Capital Projects Fund												
Total Unassigned Reserves	3,225,039		0	(2,300,305)	3,339,608	132,939	0	(132,939)	0	1,383,092	0	(1,297,748)
Total General Fund Balance	13,052,655	2,445,569	(6,126,303)	3,899,606	13,271,527	2,420,007	(6,060,855)	187,652	9,818,331	1,383,092	(3,057,993)	239,774
General Fund Balance as a % of Budget	16.10%				15.89%				11.47%			
<b>General Fund Budget</b>	2009-10				2010-11				2011-12			
Budget to Budget Increase %	81,094,779			83,512,677	83,512,677			85,597,098	85,597,098			
	0.87%			2.98%				2.49%				
<b>State Aid</b>												
State Aid - Gap Elimination Adjustment, net of ARRA	4,075,365			4,221,438	4,221,438			4,420,164	4,420,164			
State Aid - Gap Elimination Adjustment, net of ARRA	(850,351)			(850,351)	(850,351)			(887,740)	(887,740)			
State Pass thru of ARRA Funds/Education Jobs Fund	700,000			289,124	289,124			3,532,424	3,532,424			
Total State Aid	4,075,365			3,660,211	3,660,211			3,532,424	3,532,424			
State Aid - ICF	700,000			793,784	793,784			883,396	883,396			
Revenue Other than State Aid	1,400,300			1,299,827	1,299,827			1,299,827	1,299,827			
MTA Payroll tax reimbursement				157,672	157,672			159,034	159,034			
Transfer in from Library				1,096,500	1,096,500			1,083,680	1,083,680			
Transfer in from Worker's Compensation Reserve	1,095,700			805,173	805,173			447,499	447,499			
Other Tax Items, including PILOTS				199,923	199,923							
Tax Levy Buy Down	700,000			1,475,000	1,475,000			1,000,000	1,000,000			
	7,971,365			9,488,090	9,488,090			9,502,360	9,502,360			
Tax Levy	73,122,914			74,024,587	74,024,587			76,089,738	76,089,738			
Tax Levy Increase	0.45%			1.23%				2.79%				

Reserve Rollforward

	June 30 2012	Sources 2012-13	Uses 2012-13	Other Changes in Reserves in 12-13	June 30 2013	Sources 2013-14	Uses 2013-14	Other Changes in Reserves 13-14	June 30 2014	Sources 2014-15	Uses 2014-15	Other Changes in Reserves 14-15
<b>Restricted Reserves</b>												
Reserve for Workers' Compensation	452,426		(452,426)		0	25,000	(25,000)		0			
Reserve for Employee Benefit Accrued Liability	0				0				0			
Reserve for Retirement Contribution	1,312,153		(1,303,444)	10	8,719	95,448	(8,729)	10	0			167
Reserve for Repairs	147,956		(95,448)	101	52,609	200,000		139	148,196	5,812		230
Reserve for Unemployment Insurance	0				0	200,000			200,000			
Nonspendable Fund Balance	0				0				0			
2006 Capital Reserve	0				0				0			
Reserve for Insurance	0				0				0			
2010 Capital Reserve	1,785,815		(845,000)	1,479	942,294	2,000,000	(942,471)	177	2,000,000	2,205,170	(1,750,000)	2,233
2018 Capital Reserve	0				0				0			
Liability Reserve	0				0				0			
<b>Total Restricted Reserves</b>	<b>3,698,350</b>	<b>0</b>	<b>(2,696,318)</b>	<b>1,590</b>	<b>1,003,622</b>	<b>2,320,248</b>	<b>(976,200)</b>	<b>326</b>	<b>2,348,196</b>	<b>2,210,982</b>	<b>(1,750,000)</b>	<b>2,630</b>
<b>Assigned Reserves</b>												
Reserve for Encumbrances	239,112		(239,112)		313,293		(313,293)		557,708		(557,708)	402,711
Designated for Next Year's Budget	936,714		(936,714)	216,234	216,234	0	(216,234)	308,000	308,000	0	(308,000)	426,748
<b>Total Assigned Reserves</b>	<b>1,175,826</b>	<b>0</b>	<b>(1,175,826)</b>	<b>529,527</b>	<b>529,527</b>	<b>0</b>	<b>(529,527)</b>	<b>865,708</b>	<b>865,708</b>	<b>0</b>	<b>(865,708)</b>	<b>829,459</b>
<b>Unassigned Reserves</b>												
Use of Fund Balance for 2011 Capital Projects	3,509,028		(1,638)	413,762	3,921,152		(326)	2,312	3,923,138		(2,630)	(304,930)
Excess Fund Balance - Expenses (current year)	0	119,308	(279,269)	279,269	0	1,828,899		(1,828,899)	0	1,131,628		(1,131,628)
Excess Fund Balance - Revenues (current year)	0	256,860		(119,308)	0	570,866		(570,866)	0	406,790		(406,790)
Excess Fund Balance - Revenues (prior years)	0	533,097		(256,860)	0	230,992		(230,992)	0	794,382		(794,382)
Increase for 4% Undesignated Fund Balance	0			(533,097)	0				0			
Designated for next year' budget	0				0				0			
Add to Reserve for Worker's Comp	0				0				0			
Add to Reserve for Retirement Contribution	0				0				0			
Add to 2010 Capital Reserve	0				0				0			
Add to 2018 Capital Reserve	0				0				0			
Add to Repair Reserve	0				0				0			
Add to Unemployment Insurance Reserve	0				0				0			
Add to Nonspendable Fund Balance	0				0				0			
Transfer Excess from DW Capital Renovations	0				0				0			
Transfer to Capital Projects Fund	0				0				0			
Transfer Excess from Capital Projects Fund	0				0				0			
<b>Total Unassigned Reserves</b>	<b>3,509,028</b>	<b>909,265</b>	<b>(280,907)</b>	<b>(216,234)</b>	<b>3,921,152</b>	<b>2,630,757</b>	<b>(326)</b>	<b>(2,628,445)</b>	<b>3,923,138</b>	<b>2,332,800</b>	<b>(2,630)</b>	<b>(2,637,730)</b>
<b>Total General Fund Balance</b>	<b>8,383,204</b>	<b>909,265</b>	<b>(4,153,051)</b>	<b>314,883</b>	<b>5,454,301</b>	<b>4,951,205</b>	<b>(1,506,053)</b>	<b>(1,762,411)</b>	<b>7,137,042</b>	<b>4,543,782</b>	<b>(2,618,338)</b>	
<b>General Fund Balance as a % of Budget</b>	<b>9.63%</b>				<b>6.33%</b>				<b>8.12%</b>			
<b>General Fund Budget</b>	<b>2012-13</b>				<b>2013-14</b>				<b>2014-15</b>			
Budget to Budget Increase %	<u>87,067,224</u>			<u>86,176,419</u>	<u>87,933,150</u>			<u>87,933,150</u>				
	<b>1.73%</b>			<b>-1.03%</b>	<b>2.04%</b>			<b>2.04%</b>				
<b>State Aid</b>	<b>4,430,233</b>			<b>4,372,483</b>	<b>4,425,862</b>			<b>4,425,862</b>				
State Aid - Gap Elimination Adjustment, net of ARRA	(861,499)			(761,499)	(653,900)			(653,900)				
State Pass thru of ARRA Funds/Education Jobs Fund	<b>3,568,734</b>			<b>3,560,984</b>	<b>3,771,962</b>			<b>3,771,962</b>				
State Aid - ICF	713,520			710,897	700,000			700,000				
Revenue Other than State Aid	1,200,481			1,226,200	1,256,000			1,256,000				
MTA Payroll tax reimbursement	1,051,969			1,053,444	1,058,169			1,058,169				
Transfer in from Library	1,303,444			8,709								
Transfer in from ERS Reserve	452,426			25,000								
Other Tax Items, Including PILOTS	936,714			216,234	308,000			7,094,131				
Tax Levy Buy Down	<u>9,227,288</u>			<u>6,801,468</u>	<u>7,094,131</u>			<u>7,094,131</u>				
<b>Tax Levy</b>	<b>77,842,136</b>			<b>79,374,951</b>	<b>80,839,019</b>			<b>80,839,019</b>				
<b>Tax Levy Increase</b>	<b>2.30%</b>			<b>1.97%</b>	<b>1.84%</b>			<b>1.84%</b>				

Reserve Rollforward

	June 30 2015	Sources 2015-16	Uses 2015-16	Other Changes in Reserves 15-16	June 30 2016	Sources 2016-17	Uses 2016-17	Other Changes in Reserves 16-17	June 30 2017	Sources 2017-18	Uses 2017-18	Other Changes in Reserves 17-18	June 30 2018	Sources 2018-19	Uses 2018-19	Other Changes in Reserves 18-19	June 30 2019	11 Year Average
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Restricted Reserves																			
Reserve for Workers' Compensation	0				0				0				0					0	0
Reserve for Employee Benefit Accrued Liability	0				0				0				0					0	0
Reserve for Retirement Contribution	0				0				0				0					0	0
Reserve for Repairs	148,363			180	148,543			308	148,851			788	149,639				2,638	152,277	0
Reserve for Unemployment Insurance	206,042			250	206,292			428										6,765	6,765
Nonspendable Fund Balance	0				0				0				0					0	0
2006 Capital Reserve	0				0				0				0					0	0
Reserve for Insurance	2,457,403	541,307	(650,000)	2,508	2,351,218	1,340,175		211,599	3,902,992	948,885		20,662	4,872,539	724,894			68,614	5,597,433	68,614
2010 Capital Reserve	0				0				0				0					0	0
2018 Capital Reserve	0				0				0				0					0	0
Liability Reserve	2,811,808	541,307	(650,000)	2,938	2,706,053	1,340,175	(206,720)	212,335	4,051,843	948,885	0	21,450	5,022,178	802,911	0		5,825,089	802,911	0
Total Restricted Reserves	402,711			299,847	299,847			585,598	585,598			477,519	477,519				125,093	655,745	655,745
Assigned Reserves																			
Reserve for Encumbrances	426,748		(426,748)		0				0				0					0	0
Designated for Next Year's Budget	829,459		(829,459)	894,967	894,967			1,180,718	1,180,718			1,072,639	1,072,639				1,250,865	1,250,865	1,250,865
Total Assigned Reserves	3,615,578			64,775	3,680,353			75,277	3,755,630			99,167	3,854,797				125,093	3,979,890	3,979,890
Unassigned Reserves																			
Use of Fund Balance for 2011 Capital Projects	0	0			0	0			0	0			0	0				0	0
Excess Fund Balance - Expenses (current year)	0	567,261		(567,261)	0	612,563		(612,563)	0	344,795		(344,795)	0	528,259			528,259	528,259	
Excess Fund Balance - Revenues (current year)	0	636,879		(636,879)	0	1,403,624		(1,403,624)	0	1,319,827		(1,319,827)	0	1,805,865			1,805,865	1,805,865	
Excess Fund Balance - Revenues (prior years)	0	0			0	0			0	0			0	0				0	0
Increase for 4% Undesignated Fund Balance	0	0			0	0			0	0			0	0				0	0
Designated for next year' budget	0	0			0	0			0	0			0	0				0	0
Add to Reserve for Worker's Comp	0	0			0	0			0	0			0	0				0	0
Add to Reserve for Retirement Contribution	0	0			0	0			0	0			0	0				0	0
Add to 2010 Capital Reserve	0	0			0	0			0	0			0	0				0	0
Add to 2018 Capital Reserve	0	0			0	0			0	0			0	0				0	0
Add to Repair Reserve	0	0			0	0			0	0			0	0				0	0
Add to Unemployment Insurance Reserve	0	0			0	0			0	0			0	0				0	0
Add to Nonspendable Fund Balance	0	0			0	0			0	0			0	0				0	0
Transfer Excess from DW Capital Renovations	0	0			0	0			0	0			0	0				0	0
Transfer to Capital Projects Fund	0	0			0	0			0	0			0	0				0	0
Transfer Excess from Capital Projects Fund	0	0			0	0			0	0			0	0				0	0
Total Unassigned Reserves	3,615,578	1,204,140	0	(1,139,365)	3,680,353	2,016,187	0	(1,940,910)	3,755,630	1,664,622	0	(1,565,455)	3,854,797	0	0		125,093	3,979,890	3,979,890
Total General Fund Balance	7,256,845	1,745,447	(1,479,459)	(241,460)	7,281,373	3,356,362	(1,101,687)	(547,857)	8,988,191	2,613,507	(1,180,718)	(471,366)	9,949,614	802,911	(1,072,639)	1,375,958	11,055,844	11,055,844	11,055,844
General Fund Balance as a % of Budget	8.03%				7.91%				9.57%				10.32%					11.11%	11.11%
General Fund Budget	2015-16	2016-17	2017-18	2018-19	2019-20														
Budget to Budget Increase %	2.79%	1.79%	2.05%	2.64%	3.25%				3.25%				3.25%					3.25%	1.96%
State Aid	4,595,753	4,670,338		4,885,612	4,985,113			5,157,673											
State Aid - Gap Elimination Adjustment, net of ARRA	(426,748)																		
State Pass thru of ARRA Funds/Education Jobs Fund	4,169,005	4,670,338		4,885,612	4,985,113			5,157,673											
Total State Aid	543,400	517,988		311,259	88,130			397,103											
Revenue Other than State Aid	1,310,500	1,434,567		1,557,572	1,590,993			1,590,993					1,590,993						
MTA Payroll tax reimbursement																			
Transfer in from Library	1,063,269	1,072,269		1,074,444	1,083,019			1,083,019					1,083,019						
Transfer in from ERS Reserve																			
Transfer in from Worker's Compensation Reserve	1,579,926	1,470,057		1,558,360	1,669,963			1,669,963					1,669,963						
Other Tax Items, including PILOTs	426,748	595,120		595,120	595,120			595,120					595,120						
Tax Levy Buy Down	9,092,848	9,760,339		9,982,367	10,493,871			10,493,871					10,493,871						
Tax Levy	81,296,779	82,248,488		83,908,381	86,421,243			89,003,370					89,003,370						
Tax Levy Increase	2.52% *	1.17%		2.02%	2.99%			2.03%					2.99%						