



Lewiston-Porter Central School District

One Purpose, Your Pathway, Our Promise.

Scott M. Hoot

Interim Assistant Superintendent for Administrative Services

Memorandum

NA-3 Property Tax Report Card

Date: April 23, 2024

To: Paul J. Casseri, Superintendent of Schools

From: Scott M. Hoot, Interim Assistant Superintendent for Administrative Services

Subject: 2024-2025 Property Tax Report Card

This memo serves as a request for approval of the 2024-2025 Property Tax Report Card. I have attached the Property Tax Report Card and the School District Budget Notice for your reference.

****Please use Chrome or Firefox browsers when entering the Business Portal to complete the PTRC. Internet Explorer is NOT recommended.****

Note: Some data elements of the Property Tax Report Card have been revised or renamed to more closely follow the Property Tax Cap calculations districts complete on the Office of the State Comptroller website. Please see the Help text above for definitions. Additional guidance on the Property Tax Levy Limit is available on the Office of Educational Management Services website:
<http://www.p12.nysed.gov/mgtserv/propertytax/taxcap/>.

Please also submit an electronic version (PDF or Word) of your school district's 2024-25 Budget Notice to: emscmgts@nysed.gov. This will enable us to help correct any formula or data entry discrepancy quickly.

Notice: The Enacted Budget allows school districts to establish a reserve fund for NYS Teachers' Retirement System Contributions, effective immediately. This reserve, if applicable, should be reported in the Schedule of Reserves under 'Other Reserve' and with a description that says: "To fund employer retirement contributions to the New York State Teachers' Retirement System (TRS.)"

Form Due - April 29, 2024

Form Preparer Name: SCOTT M. HOOT
 Preparer's Telephone Number: (716) 286-7240

<u>Shaded Fields Will Calculate</u>	Budgeted 2023-24 (A)	Proposed Budget 2024-25 (B)	Percent Change (C)
Total Budgeted Amount, not including Separate Propositions	54,593,312	54,651,119	0.11 %
A. Proposed Tax Levy to Support the Total Budgeted Amount ¹	29,608,316	30,236,874	
B. Tax Levy to Support Library Debt, if Applicable	0	0	
C. Tax Levy for Non-Excludable Propositions, if Applicable ²	0	0	
D. Total Tax Cap Reserve Amount Used to Reduce Current Year Levy, if Applicable	0	0	
E. Total Proposed School Year Tax Levy (A+B+C-D)	29,608,316	30,236,874	2.12 %
F. Permissible Exclusions to the School Tax Levy Limit	1,377,099	1,148,678	
G. School Tax Levy Limit, <u>Excluding</u> Levy for Permissible Exclusions ³	29,751,517	30,236,874	
H. Total Proposed Tax Levy for School Purposes, <u>Excluding</u> Permissible Exclusions and Levy for Library Debt, Plus Prior Year Tax Cap Reserve (E-B-F+D)	28,231,217	29,088,196	
I. Difference: (G-H);(negative value requires 60.0% voter approval) ²	1,520,300	1,148,678	
Public School Enrollment	1,823	1,864	2.25 %
Consumer Price Index			4.12 %

¹ Include any prior year reserve for excess tax levy, including interest.
² Tax levy associated with educational or transportation services propositions are not eligible for exclusion under the School Tax Levy Limit and may affect voter approval requirements.
³ For 2024-25, includes any carryover from 2023-24 and excludes any tax levy for library debt or prior year reserve for excess tax levy, including interest.

Actual 2023-24 Estimated 2024-25
(D) (E)

Adjusted Restricted Fund Balance	4,982,795	4,500,000
Assigned Appropriated Fund Balance	2,850,000	3,200,000
Adjusted Unrestricted Fund Balance	2,185,000	1,835,000
Adjusted Unrestricted Fund Balance as a Percent of the Total Budget	4.00 %	3.36 %

Schedule of Reserve Funds

Reserve Type	Reserve Name	Reserve Description *	3/31/24 Actual Balance	6/30/24 Estimated Ending Balance	Intended Use of the Reserve in the 2024-25 School Year (Limit 200 Characters)**
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Note: Be sure to click on the Save button at the bottom after each additional Reserve you add under Capital, Property Loss, Liability, or Other Reserve.

Capital	2016 CAPITAL RESERVE	For the cost of any object or purpose for which bonds may be issued.	3,125,000	3,160,000	\$650,000 pending voter approval of \$11.15M Capital Project
Repair	REPAIR RESERVE	For the cost of repairs to capital improvements or equipment.	487,245	495,000	No planned use in 2024-25
Workers Compensation		For self-insured Workers Compensation and benefits.	<input type="text"/>	<input type="text"/>	
Unemployment Insurance		For reimbursement to the State Unemployment Insurance Fund.	<input type="text"/>	<input type="text"/>	
Reserve for Tax Reduction		For the gradual use of the proceeds of the sale of school district real property.	<input type="text"/>	<input type="text"/>	
Mandatory Reserve for Debt Service	DEBT SERVICE RESERVE	For proceeds from the sale of district capital assets or improvement, restricted to debt service.	131,795	131,795	No planned use in 2024-25
Insurance		For liability, casualty, and other types of uninsured losses.	<input type="text"/>	<input type="text"/>	
Property Loss + (add)		To cover property loss.	<input type="text"/>	<input type="text"/>	

Liability		To cover incurred liability claims.	<input type="text"/>	<input type="text"/>	
Tax Certiorari	TAX CERTIORARI RESERVE	For tax certiorari settlements.	163,650	170,000	Used to fund property tax settlements per court orders
Reserve for Insurance Recoveries		For unexpended proceeds of insurance recoveries at fiscal year end.	<input type="text"/>	<input type="text"/>	
Employee Benefit Accrued Liability	EMPLOYEE BENEFIT ACCRUED LIABILITY RESERVE	For accrued 'employee benefits' due to employees upon termination of service.	136,124	140,000	No planned use in 2024-25
Retirement Contribution	ERS CONTRIBUTION RESERVE	For employer retirement contributions to the State and Local Employees' Retirement System.	200,000	203,000	No planned use in 2024-25
Reserve for Uncollected Taxes		For unpaid taxes due certain city school districts not reimbursed by their city/county until the following fiscal year.	<input type="text"/>	<input type="text"/>	
Single Other Reserve	TRS CONTRIBUTION RESERVE	For Teachers' Retirement Sysytem contributions	675,000	683,000	No planned use in 2024-25

*** NYSED Reserve Guidance:**

http://www.p12.nysed.gov/mgt/serv/accounting/docs/reserve_funds.pdf

OSC Reserve Guidance: <http://osc.state.ny.us/localgov/pubs/listacctg.htm#reservefunds>

****Provide a brief, but specific, statement of the planned use and appropriation for the reserve in SY 2024-25. Mention any capital expenditures that will need to be voted upon in the upcoming Budget Vote.**

Save	Reset	Save & Ready
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