

WARREN COUNTY TREASURER

Michael R. Swan
County Treasurer

Robert V. Lynch II, CPA
Deputy Treasurer

To: All Supervisors
From: Michael R. Swan, Treasurer
Date: October 22, 2021
Subject: Budget Analysis Report

Budget Analysis Report

The purpose of the monthly budget analysis report is to make the County Supervisors and Administration aware of certain issues that may present a problem in the near future or are currently a problem. It is important that appropriate action be taken to address these issues or concerns before they become a problem.

We have analyzed the revenue and expenditure budgets for the County departments as of September 30, 2021 and have noted the following items Supervisors should be aware of.

Revenues

County Clerk

County Clerk Fees – As of September 30, the department has received \$849,428 in County Clerk Fees in 2020 and \$1,089,959 in 2021 which is an increase of 28%. It should be noted that the 2021 amount is at 85% of the budget for this account so the actual revenue received is on target to exceed the budget.

Mortgage Tax – As of September 30, the department has received 1,748,897 in Mortgage Tax in 2020 and \$2,163,342 in 2021 which is an increase of 24%. It should be noted that the 2021 amount is at 108% of the budget for this account so the actual revenue received has already exceeded the budget.

Automobile Use Tax – As of September 30, the department has received \$303,855 in Automobile Use Tax in 2020 and \$355,408 in 2021 which is an increase of 17%. It should be noted that the 2021 amount is through August and is at 75% of the budget for this account, so the actual revenue amount received is above the budget.

County Treasurer

Sales Tax – It has been noted that we have collected \$7,815,432 more in sales taxes as of September 30, 2021 than we did for the period as of September 30, 2020 which is a 19.0% increase. This increase would have been far greater if \$413,456 had not been withheld by the State for fiscally distressed health care facilities and \$10,386 had not been withheld by the State for the AIM funding to the Village of Lake George.

VLT/Tribal Compact Moneys (Casino) – We have not received our 4th quarter 2019 payment from the State as of the date of this report. We typically receive this payment in April. We have estimated the payment to be \$88,841. We have contacted the NYS Gaming Commission and they noted that they have not yet received the payment from the Mohawk Indians. We have also not received any payments for 2020 which is budgeted for \$420,000. It has been noted that the casino closed on March 17, 2020 and did not reopen until August 28, 2020 so there was no revenue to share for this time period. **We have also not received any payments for 2021 as of the date of this report. We budgeted \$375,000 in 2021 for this revenue.**

Tourism

Occupancy Tax – The department has collected \$1,797,303 more in occupancy taxes as of September 30, 2021 than we did as of September 30, 2020 which is a 61% increase which relates to the COVID pandemic. The department has collected \$1,032,241 more in occupancy taxes as of September 30, 2021 than we did as of September 30, 2019 which is a 28% increase.

Sheriff's Correction Division

Jail Services, Other Government – As of September 30, the department has received \$124,957 in Jail Services, Other Government in 2020 and \$319,120 in 2021 which is an increase of 155%. It should be noted that the 2021 amount is at 160% of the budget for this account so the actual revenue received has already exceeded the budget.

Building & Fire Code

Building Permits – As of September 30, the department received \$143,370 in building permits in 2020 and \$186,417 in 2021 which is an increase of 30%. It should be noted that the 2021 amount is at 91% of the budget for this account so that actual revenue received is on target to exceed the budget.

Health Services

Home Nursing Charges – As of September 30, the department has received \$1,976,126 in Home Nursing Charges in 2020 and \$1,871,194 in 2021 which is a decrease of 5%. It should be noted that the 2021 amount is through August and is at 46% of the budget for this account, so the actual revenue amount received is significantly below the budget.

COVID Grants – The department has not submitted any claims for its various COVID grants covering expenditures in 2020 and 2021. There are unclaimed expenditures of \$167,922 in 2020 and \$188,222 as of September 30, 2021 for a total of \$356,144.

Expenditures

Please see the attached Budget Exception report which summarizes budgeted expenditure line items where there is currently a problem or there may be a problem in the future. We are reporting on an exception basis only. **Over expended budget line items are highlighted in red.**

School Resource Officers

The Sheriff Department overspent the 2020-21 contract with Queensbury School for school resource officer services by \$11,668. There is not supposed to be any cost to the County for these services so it is important for the department to closely monitor the costs so that they do not exceed the contracted amount and become a County cost. **This was presented to the Public Safety Committee for approval on October 18, 2021.**

Capital Projects

Departments are responsible for administering their capital projects and making sure that they are closed in a timely manner after completion. The following are capital projects where there has not been any recent activity and a determination should be made by the responsible department whether or not the project should be closed. This has been a recurring issue and the County has been written up in the past by our auditors. **Planning has stated that they will address the closure of their projects before year end.**

<u>Office of Emergency Services</u>	<u>Date of Last Activity</u>	<u>Cash</u>	<u>Balance owed to Other funds/Govt</u>
H358-Hazard Mitigation Grant Program	10/2017	-	2,152
<u>Planning</u>			
H292-FWHC-Making the Connection	4/2018	-	21,189
H312-First Wilderness 2008	12/2017	14,194	-
H313-First Wilderness 2009	11/2018	8,032	-
H334-First Wilderness 2011	11/2017	6,931	109
H347-Invasive Species Boat Washing	12/2018	-	257

Notes:

1. H358, H292, H334 and H347 all have balances owed to other funds or other governments and will need funding transferred into the project so that the liabilities can be paid.
2. H334 is over budget and will need a budget amendment before it can be closed.

County Debt Balances

The following shows the County's current debt outstanding as of September 30, 2021 along with ending debt balances for future years:

	<u>Current Balance</u>	<u>End of 2021 Balance</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025-2029</u>	<u>2030-2034</u>
<u>Bonds</u>							
Pub Safety Bldg & Com Upgrade	2,165,000	2,165,000	1,085,000	-	-	-	-
Recovery Act Bonds, Various Proj	12,305,000	11,630,000	10,935,000	10,205,000	9,445,000	5,200,000	-
Court Expansion - 2015	6,260,000	6,260,000	5,890,000	5,510,000	5,120,000	2,995,000	530,000
Court Expansion - 2017	7,030,000	7,030,000	6,665,000	6,290,000	5,910,000	3,865,000	1,550,000
SUNY Adirondack NSTEM - 2017	4,765,000	4,765,000	4,515,000	4,260,000	4,000,000	2,615,000	1,050,000
<u>Capital Leases</u>							
Municipal Center Energy Project	539,914	279,883	-	-	-	-	-
Countryside Adult Home Energy Proj	15,206	7,629	-	-	-	-	-
Total Outstanding	33,080,120	32,137,512	29,090,000	26,265,000	24,475,000	14,675,000	3,130,000

Again, we invite comments from Supervisors and department heads to expand this into a more useful management tool in these critical financial times.