

# WARREN COUNTY TREASURER

To: All Supervisors and Department Heads  
From: Christine V. Norton Treasurer  
Date: June 8, 2026  
Subj: *April 2026 Budget Analysis Report*

## **Budget Analysis Report(s):**

The *Treasurer's responsibility* is to assess potential risks and opportunities to the County's finances, proactively identifying issues where deviations from budget could lead to unfavorable financial consequences. It is the responsibility of the *County Supervisors and Administrator* to understand these deviations from budget, *on a monthly and year-over-year basis*, to take the required steps to manage the County's budget and the results of operations.

The *2026 Budget Analysis Report through April*, along with supporting reports, to highlight current and emerging budget risks. Early identification enables prompt action and strengthens the County's ability to achieve its financial objectives.

## **Jan-April 2026 Budget Analysis Report**

### **Executive Summary (with page notations for further details):**

- Departments should continue to monitor spending and ensure timely use of ARPA funds ahead of the 2026 year-end deadline (see p. 18).
- The Comprehensive Annual Financial Report has successfully been submitted to the State by the April 30, 2026 deadline.

- Overall, the County remains in a stable financial position, with the General Fund balance slightly above the required minimum (**\$371K – see below**) and key revenue streams performing at or near expectations.
- Counties across NYS struggle with platform compliance with the NYS STR Sales Tax Law

**General Fund Balance:**

The following shows the balance of unappropriated surplus for the General Fund as of the date of this report compared to the minimum balance needed to operate which equals two months of operating expenses or 16.7%.

Fund Balance Surplus – December 31,2025	\$37.1M
Appropriated for 2026 Budget	<u>\$(1.9)M</u>
Unappropriated Surplus - 2026	\$35.2M
Additional Appropriated During 2026	\$(145)K*
Insurance recoveries – ACH fraud	<u>\$ 250K</u>
Balance Unappropriated Surplus 2026	\$35.3M
Minimum Surplus Balance Needed (2 months operating expense)	<u><b>\$34.9M</b></u>
<b>Balance of Surplus Exceeding/(Below) Minimum Balance</b>	<u><u><b>\$371K</b></u></u>

**\* - The details of the Additional Appropriated Surplus through March 2026 is as follows:**

<b>Date</b>	<b>Resolution</b>	<b>Description</b>	<b>Amount</b>
03/24/2026	129	Treasurer – Forensic Audit	<b>\$145,000</b>

## REVENUES through APRIL 2026:

### County Treasurer:

- **Sales Tax:**

- We have collected **\$394K** more in sales taxes through April 30, 2026, than we did through April 30, 2025 which is a **1.9%** increase.
- We received **\$515K** more in sales tax through April 30, 2026, than budgeted, which is a **2.4 %** increase.
  - The net County budget surplus after accounting for the distribution to the Towns and Village is \$272,786.

- **Interest & Earnings:**

- As of April 30, 2026, Interest & Earnings revenue exceeded the same period in 2025 by **\$88K**, representing a **12%** increase.
  - Interest revenue exceeded budget projections by **\$185K**, or **29%**.
    - Below is a breakdown of interest earned through April 30, 2026, for the General bank account, ICS investment account, and Wealth Management investment account, **showing a significant shift from lower to higher yielding investments.**

Account	Interest Rate	April 2026 Revenue	April 2025 Revenue	Amount change	% Change
General Checking	2%	\$110,164	\$239,255	(129,091)	-54%
General Insured Cash Sweep	3.6%	\$287,497	\$320,526	(33,029)	-10%
Wealth Management	3.9 %	\$434,677	\$185,022	249,655	135%
<b>TOTAL</b>		<b>\$832,339</b>	<b>\$744,804</b>	<b>87,534</b>	<b>11.75%</b>

- **Adult Use Cannabis:**

- First quarter adult-use cannabis revenues were received and distributed at the end of April:

- Seventy-five percent of the total **\$98K** received was distributed among the City of Glens Falls(**\$11K**), Town of Warrensburg(**\$14K**), and Town of Queensbury(**\$48K**) based on proportional sales activity.

- Occupancy Tax:**

- Please see below the occupancy tax figures through April 30,2026.

***Total Occ Tax Collections***

	<b>4/31/26</b>	<b>Q1 2026</b>	<b>YTD</b>
Total Collections 2026	\$ 204K	\$ 359K	\$ 563K
Total Collections 2025	\$ 176K	\$ 388K	\$ 564K
\$\$ Change	<u>\$ 28K</u>	<u>\$ (29K)</u>	<u>\$ (\$1K)</u>
% Change	16%	(8.3%)	(0.2%)

**Comments:** YoY total receipts are flat, down a fraction of a percent, likely due to the economy and higher gas prices. The bump in April 2026 is due to the change in filing cycles for STR's (from Annual to Quarterly) in compliance with the NYS STR Sales Tax Law. Q1 STR Tax Returns were due in April, which produced an increase in receipts.

***Hotels, Motels & Resorts***

Total Collections 2026	\$ 113K	\$ 338K	\$ 451K
Total Collections 2025	\$ 103K	\$ 359K	\$ 462K
\$\$ Change	<u>\$ 10K</u>	<u>\$ (21K)</u>	<u>\$(\$11K)</u>
% Change	10%	(6%)	(2.4%)

**Comments:** down 2% YoY. This is our key sector, attributing to approximately 80% of total Warren County occupancy tax receipts. Focus on this sector is crucial for sustained growth. When reviewing out top 15 HMR's approximately 50% are down YoY.

## *Short Term Rental Collections*

	<b>4/31/26</b>	<b>Q1 2026</b>	<b>YTD</b>
Total Collections 2026	\$ 92K	\$ 20K	\$ 112K
Total Collections 2025	\$ 72K	\$ 30K	\$ 102K
\$\$ Change	<u>\$ 20K</u>	<u>\$ (10K)</u>	<u>\$ 10K</u>
% Change	28%	(33%)	10%

**Comments:** Q1 2026 STR Tax Returns were due in April, which produced a 30% increase in receipts. This change was the direct result of a change in filing cycles for STR's (from Annual to Quarterly) in compliance with the NYS STR Sales Tax Law.

### **County Clerk**

- **County Clerk Fees:**

- As of April 30, 2026, the department received **\$386K** compared to **\$384K** during the same period in 2025, representing a **0.5%** increase.
- The 2026 actual revenue is **3.4%** below expected 2026 budgeted amounts. DMW fees for online shared services have not been received yet for March and April.

- **Mortgage Tax:**

- Mortgage Tax revenue through April 30, 2026 totaled **\$703K** compared to **\$689** during the same period in 2025, representing a **2.1%** increase
- Actual 2026 revenue is currently **5.5%** above budgeted expectations. Variances are directly tied to the housing market activity.

- **Auto Use Tax:**

- As of March 31, 2026, only January and February Auto Use Tax revenues had been received. Therefore, the following results reflect only January/February comparison between 2026 and 2025. The County Clerk's Office continues working with the State regarding these delays in reporting.

- January and February 2026 Auto Use Tax revenue was **\$4K lower** than the same period in 2025, representing a **5%** decrease.
- Actual 2026 revenue is **13% below** budget expectations. Auto Use Tax revenue is tied to vehicle registration numbers and weight-based charges for Warren County residents. While a current deficit exists, it is anticipated to normalize during 2026. Inconsistent reporting is likely attributable to the State experiencing reconciliation issues with its new software system.

## Building Permits

- As of April 30, we received **\$105K** in 2026 compared to **\$70K** through April 2025 which is a **50% increase**. This increase is attributable to both higher permit fees and the scale of current development projects.

## EXPENDITURES through APRIL 2026:

- **American Rescue Plan Act (ARPA) dollars:**
  - As of 3/31/2026, the entire amount of ARPA funding received has been obligated and we have completed our 1<sup>st</sup> Quarter 2026 reporting. The breakdown between expended and encumbered is as follows:

	3/31/2026
ARPA Funding Received	\$ 12,420,372
Expended to Date	(11,999,409)
Encumbered to Date	(420,963.08)
Unobligated Balance	\$ -

- Departments with purchase orders encumbering ARPA funds must fully expend those funds by the 2026 year-end.
  - If a department determines that a purchase order is no longer necessary, those funds may be reallocated to another project, provided the replacement project was already obligated as of December 31,2024.
  - The County will continue reporting on subrecipient monitoring requirements throughout 2026.

○ *Any County or subrecipient ARPA unspent funds as of 12/31/26 will have to be returned to the US Treasury.*

▪ **Psychiatric Exp/Criminal:**

- Our 2026 Psychiatric Expenses are tracking in line with our April 2025 spend, with a slight increase of **\$22K**, or **5% YOY (\$415K: 2026; \$393K: 2025)**
- We continue to work with NYSAC, our local state legislators, and WC Supervisors and Department Heads (Mental Health, District Attorney, Public Defender), to look for ways to reduce these mandatory county costs go forward.

**BUDGET EXCEPTION REPORT through APRIL 2026:**

- 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.
  - Each department is responsible for ensuring that their budgets, including salary and fringe, are not over-expended and if they are, the issue should be addressed immediately. Legally, the County is not allowed to incur costs for goods or services without sufficient budget in the expenditure line item to cover these costs
- We appreciate the County Administrator's support in addressing these over budgets in a timely manner.