

ADMINISTRATIVE SERVICES COMMITTEE AGENDA  
(County Clerk, Historian, Real Property, Veterans and Elections)

Real Property Agenda

Date: July 2, 2024

Time: 10:30 AM

APPROVAL OF MINUTES:

- Motion to approve 6/4/2024 minutes.

FINANCIAL:

- YTD Budget Report.
- June Revenue & Expense Breakdown.
- 2025 Budget.

OLD BUSINESS:

- Exemptions.
- Final assessment rolls complete and posted.

NEW BUSINESS:

- Village of Owego roll and bills in July.
- Eagleview.

PERSONNEL:

- County Director vacation 23-26 July.

RESOLUTIONS:

- N/A

PROCLAMATIONS:

- N/A

ADJOURNMENT:

Steven Palinosky, CCD  
Real Property Director



# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024\_06

ACCOUNTS FOR: A General Fund	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>AI355 Assessments</b>							
AI355 412900 Tax Maps & Assessm	-24,000	0	-24,000	-2,090.70	.00	-21,909.30	8.7%*
AI355 510010 Full Time	111,294	0	111,294	46,726.87	.00	64,567.13	42.0%
AI355 540180 Dues	300	125	425	300.00	125.00	.00	100.0%
AI355 540320 Leased/Service Equ	2,500	-125	2,375	909.60	.00	1,465.40	38.3%
AI355 540420 Office Supplies	1,400	0	1,400	175.03	.00	1,224.97	12.5%
AI355 540450 Payment To State	10,650	0	10,650	.00	.00	10,650.00	.0%
AI355 540480 Postage	200	0	200	17.28	.00	182.72	8.6%
AI355 540650 Taxes	3,000	0	3,000	258.02	.00	2,741.98	8.6%
AI355 540731 Training/State Req	400	0	400	300.00	.00	100.00	75.0%
AI355 540733 Training/All Other	1,500	0	1,500	256.02	.00	1,243.98	17.1%
AI355 581088 State Retirement F	8,234	697	8,931	6,533.16	.00	2,398.26	73.1%
AI355 583088 Social Security Fr	0	6,549	6,549	3,735.92	.00	2,812.79	57.0%
AI355 584088 Worker's Compensat	0	2,096	2,096	1,103.04	.00	992.73	52.6%
AI355 585588 Disability Insuran	0	111	111	62.64	.00	48.40	56.4%
AI355 586088 Health Insurance F	3,952	16,788	20,740	13,186.32	.00	7,554.06	63.6%
AI355 588988 Eap Fringe	0	28	28	14.64	.00	12.92	53.1%
<b>TOTAL Assessments</b>	<b>119,430</b>	<b>26,269</b>	<b>145,699</b>	<b>71,487.84</b>	<b>125.00</b>	<b>74,086.04</b>	<b>49.2%</b>
<b>TOTAL General Fund</b>	<b>119,430</b>	<b>26,269</b>	<b>145,699</b>	<b>71,487.84</b>	<b>125.00</b>	<b>74,086.04</b>	<b>49.2%</b>
<b>TOTAL REVENUES</b>	<b>-24,000</b>	<b>0</b>	<b>-24,000</b>	<b>-2,090.70</b>	<b>.00</b>	<b>-21,909.30</b>	
<b>TOTAL EXPENSES</b>	<b>143,430</b>	<b>26,269</b>	<b>169,699</b>	<b>73,578.54</b>	<b>125.00</b>	<b>95,995.34</b>	

## Real Property Revenue and Expense Breakdown June 2024

Account	Amount	Description
180		
Dues	\$125.00	Karen Hall NYSAA Dues
320		
Leased Service Equipment	\$158.82	Xerox Copier
731		
Training/State Req	\$200.00	NYSACDRPTS Fall Conference Fee
Total Expenses	\$483.82	
<b>Income Sources</b>		
Tax Maps & Copies	\$3.00	June Cash Revenue
	\$51.00	Town of Owego
Tax Rolls & Bills	\$214.50	Village of Candor
	\$150.15	Village of Nichols
	\$237.25	Village of Spencer
	\$250.00	Village of Waverly
Total Revenue	\$905.90	

## ADMINISTRATIVE SERVICES COMMITTEE MINUTES

### TIOGA COUNTY OFFICE OF REAL PROPERTY TAX SERVICES

June 4<sup>th</sup>, 2024

#### ATTENDANCE:

LEGISLATORS: Legislator Brown, Legislator Standinger, Legislator Ciotoli  
Committee Chair Mullen absent

EX-OFFICIO: Legislative Chair Sauerbrey

STAFF: Legislative Clerk Haskell

GUESTS: N/A

APPROVAL OF MINUTES: Motion to approve May 7<sup>th</sup>, 2024, committee meeting minutes. Motion made by Legislator Brown, seconded by Legislator Ciotoli; motion carries unanimously.

#### FINANCIAL:

- Reviewed Real Property budget YTD and May revenue/expense.

#### OLD BUSINESS:

- Exemptions – Noted that Senior exemption analysis and Firefighter list verification is ongoing.
- Noted that all new and reappointed Town Board of Assessment Review (BAR) members had been trained.
- Noted that Grievance Day was complete, there were a few unusual situations that have been resolved. The number of complaints was modest.
- Discussed updated tax bill verbiage per new tax foreclosure legislation. Portions of tax bill verbiage will mirror the foreclosure notices.

#### NEW BUSINESS:

- Tax rolls and bills were set up and run for Villages of Candor, Nichols, Spencer, and Waverly. (Note-Waverly has bills printed by BOCES)
- The yearly section tax map printing is complete. Revised section maps were provided to the Towns, complete new set in Real Property.
- Noted that final assessment roll will be posted on July 1<sup>st</sup>.
- Discussed revisiting exemption second notice mailings per RPTL 467. Initial cost estimate is \$10,000.

PERSONNEL: N/A

RESOLUTIONS/PROCLAMATIONS: N/A

EXECUTIVE SESSION: N/A

ADJOURNMENT: 10:45 AM

Steven B Palinosky, CCD, Director, Tioga County Real Property Tax Services

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