TIOGA COUNTY, NEW YORK
Office of the County Administrator
Ronald E. Dougherty County Office Building 56 Main Street Owego, NY 13827
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Consolidated County Office Building (CCOB) Committee Agenda
Wednesday July 29th, 2026
Hubbard Auditorium, 56 Main St, Owego, NY 13827

I. **Call to Order**
   a. Welcome
   b. Review of Committee Membership and Purpose
II. **Overview of the Consolidated County Office Building Project**
   a. Background and rationale
   b. Status of property acquisition
   c. Strategic goals of the project
      i. *Improved public access*
      ii. *Consolidation of services*
      iii. *Operational efficiencies*
      iv. *Long-term facility planning*
      v. *Redevelopment opportunities for existing facilities*
III. **Review of Committee Responsibilities**
   a. Advisory role of the Committee
   b. Relationship with the County Legislature (decision makers)
   c. Reporting expectations to the Legislature
   d. Meeting frequency and operating procedures
IV. **Review of Proposed Committee Structure**
   a. Executive Committee
   b. Design & Construction Subcommittee
   c. Regulatory & Financial Oversight Subcommittee
   d. Department Head participation
   e. Coordination between the committees
V. **Project Governance and Communication Protocols**
   a. Open Meetings Law requirements
      i. Post meeting dates and minutes
   b. Records retention obligations
   c. Protocol for public communications and media inquiries
   d. Document management standards
   e. Resolution and approval process
   f. Change order and contract approval procedures
VI. **Current Project Status Update**
   a. Property acquisition

b. Status of existing tenants
    i. Hiawatha Dental
    ii. Family & Children's Counseling Services
c. Preliminary environmental review status (SEQR)
d. Existing building conditions
    i. Demolition of 67 Central Ave / Code compliance considerations
    ii. Funding and financing considerations
    iii. Project constraints and risks
    iv. Parking
    v. Utilities
    vi. Community concerns and potential public feedback

VII. Discussion of Project Goals and Priorities

a. Space needs assessment (2025 SOCA Information)
b. Future growth considerations (GIS Map)
c. Public service delivery objectives
d. Parking capacity and accessibility
e. Security requirements
f. ITCS Technology infrastructure
g. Sustainability and energy efficiency

VIII. Immediate Action Items

a. Develop project schedule and milestones
b. Establish document repository
c. Gather departmental space requirements
d. Determine consultant procurement strategy
e. Establish a Public Information Plan

IX. Preliminary Project Timeline

a. Design procurement
b. Space planning
c. Environmental review (SEQR Determination)
d. Design phases
e. Construction procurement
f. Construction timeline
g. Target occupancy date

X. Open Discussion

a. Committee member comments and questions

XI. Next Meeting

a. Wednesday, August 26th, 2026 at 1:30 PM – Hubbard Auditorium
b. Confirm topics for the next meeting