

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

Real Property Agenda

Date: June 4, 2024

Time: 10:30 AM

APPROVAL OF MINUTES:

- Motion to approve 5/7/2024 minutes.

FINANCIAL:

- YTD Budget Report.
- May Revenue & Expense Breakdown.

OLD BUSINESS:

- Exemptions
 - Senior exemption income scale analysis.
 - Firefighter list verification.
- BAR Training & Grievance Day complete.
- Tax bill verbiage update.

NEW BUSINESS:

- Tax bills out for Villages of Candor, Nichols, Spencer, Waverly.
- Revised tax map printing complete.
- Final roll July 1st.
- Exemption second notice mailing.

PERSONNEL:

- N/A

RESOLUTIONS:

- N/A

PROCLAMATIONS:

- N/A

ADJOURNMENT:

Steven Palinosky, CCD
Real Property Director

ADMINISTRATIVE SERVICES COMMITTEE MINUTES

TIOGA COUNTY OFFICE OF REAL PROPERTY TAX SERVICES

May 7th, 2024

ATTENDANCE:

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

EX-OFFICIO: Legislative Chair Sauerbrey

STAFF: Legislative Clerk Haskell, County Attorney DeWind

GUESTS: N/A

APPROVAL OF MINUTES: Motion to approve April 2, 2024, committee meeting minutes. Motion made by Legislator Ciotoli, seconded by Legislator Standinger; motion carries unanimously.

FINANCIAL:

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

OLD BUSINESS:

- Exemptions:
 - o Senior exemption income scale analysis is ongoing. Meeting scheduled with Village of Waverly Mayor and Clerk to review projected impact of scale increase.
 - o Firefighter lists are being verified.
- Tentative assessment rolls are complete and posted.

NEW BUSINESS:

- Board of Assessment Review (BAR) member training discussed. Four (4) new / reappointed members trained, one (1) new member training pending.
- Reviewed new legislation from State budget:
 - o Update to In Rem tax foreclosure process, mostly impacts County Treasurer and Court, Real Property to update verbiage on tax bills.
 - o Judicial privacy legislation, members of the Judiciary and their families can request that personal information be removed from public records.

PERSONNEL: N/A

RESOLUTIONS/PROCLAMATIONS: N/A

EXECUTIVE SESSION: N/A

ADJOURNMENT: 11:15 AM

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

DRAFT



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 05

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFERS/ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COI
A General Fund							
A1355 Assessments							
A1355 412900 Tax, Maps & Assessm	-24,000	0	-24,000	-2,042.70	.00	-21,957.30	8.5%*
A1355 510010 Full Time	111,294	0	111,294	42,478.97	.00	68,815.03	38.2%
A1355 540180 Dues	300	0	300	300.00	.00	0.00	100.0%
A1355 540320 Leased/Service Equ	2,500	0	2,500	649.30	101.48	1,749.22	30.0%
A1355 540420 Office Supplies	1,400	0	1,400	175.03	.00	1,224.97	12.5%
A1355 540450 Payment To State	10,650	0	10,650	.00	.00	10,650.00	.0%
A1355 540480 Postage	200	0	200	17.28	.00	182.72	8.6%
A1355 540650 Taxes	3,000	0	3,000	258.02	.00	2,741.98	8.6%
A1355 540731 Training/State Req	400	0	400	100.00	.00	300.00	25.0%
A1355 540733 Training/All Other	1,500	0	1,500	256.02	.00	1,243.98	17.1%
A1355 581088 State Retirement F	8,234	697	8,931	5,988.73	.00	2,942.69	67.1%
A1355 583088 Social Security Fr	0	6,549	6,549	3,423.74	.00	3,124.97	52.3%
A1355 584088 Worker's Compensat	0	2,096	2,096	1,011.12	.00	1,084.65	48.2%
A1355 585588 Disability Insuran	0	111	111	57.42	.00	53.62	51.7%
A1355 586088 Health Insurance F	3,952	16,788	20,740	12,087.46	.00	8,652.92	58.3%
A1355 588988 Eap Fringe	0	28	28	13.42	.00	14.14	48.7%
TOTAL Assessments	119,430	26,269	145,699	64,773.81	101.48	80,823.59	44.5%
TOTAL General Fund	119,430	26,269	145,699	64,773.81	101.48	80,823.59	44.5%
TOTAL REVENUES	-24,000	0	-24,000	-2,042.70	.00	-21,957.30	
TOTAL EXPENSES	143,430	26,269	169,699	66,816.51	101.48	102,780.89	

Real Property Revenue and Expense Breakdown May 2024

Account	Amount	Description
320		
Leased Service Equipment	\$101.48	Xerox Copier
420		
Office Supplies	\$175.03	Staples
650		
Taxes	\$258.02	CDW-G
Total Expenses	\$534.53	
Income Sources		
Tax Maps & Copies	\$13.00	May Cash Revenue
	\$35.00	Walk-in check
Total Revenue	\$48.00	