

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

Real Property Agenda

Date: March 5, 2024

Time: 10:30 AM

APPROVAL OF MINUTES:

- Motion to approve 2/6/2024 minutes.

FINANCIAL:

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

OLD BUSINESS:

- Exemption briefing for Towns and School Districts continues.

NEW BUSINESS:

- March 1<sup>st</sup> Taxable Status Date
- Town of Owego / U-E School District residents meeting 28 Feb.
- Ag District next steps.
- Exemption next steps.
- County Director's Conference
  - ORPTS
  - GIS
  - Pro Rata / Omitted Tax
  - 480-a Forest Exemptions

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

February 6<sup>th</sup>, 2024

ATTENDANCE:

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

EX-OFFICIO: Legislative Chair Sauerbrey

STAFF: Legislative Clerk Haskell, County Attorney DeWind

GUESTS: N/A

APPROVAL OF MINUTES: Motion to approve January 6, 2024, committee meeting minutes. Motion made by Legislator Standinger, seconded by Legislator Ciotoli; motion carries unanimously.

FINANCIAL: Reviewed Real Property budget YTD and January revenue/expense.

OLD BUSINESS:

- Provided an update on exemption briefing for Towns and School Districts. 7 Towns and two School Districts have been briefed with one Town and one School District scheduled for February.
- Noted that Ag District entry in RPSV4 is complete.
- Noted that Ag Conversion noticed has been sent out to Ag property owners and posted in Town Halls.
- Noted that information on Senior exemption will be disseminated to the public in February.

NEW BUSINESS: None.

PERSONNEL:

- Director will attend NYSACDRPTS Winter Conference in Albany 26-28 February.
- Office Specialist III to begin Assessor classes.

RESOLUTIONS/PROCLAMATIONS: N/A

EXECUTIVE SESSION: N/A

ADJOURNMENT: 11:02 AM

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



# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 03

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A General Fund							
<b>A1355 Assessments</b>							
A1355 412900 Tax Maps & Assessm	-24,000	0	-24,000	.00	.00	-24,000.00	.0%
A1355 510010 Full Time	111,294	0	111,294	12,743.70	.00	98,550.30	11.5%
A1355 540180 Dues	300,300	0	300,300	300.00	.00	0.00	100.0%
A1355 540320 Leased/Service Equ	2,500	0	2,500	386.30	.00	2,113.70	15.5%
A1355 540420 Office Supplies	1,400	0	1,400	.00	.00	1,400.00	.0%
A1355 540450 Payment To State	10,650	0	10,650	.00	.00	10,650.00	.0%
A1355 540480 Postage	200	0	200	.00	.00	200.00	.0%
A1355 540650 Taxes	3,000	0	3,000	.00	.00	3,000.00	.0%
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	.00	.00	1,500.00	.0%
A1355 581088 State Retirement F	8,234	697	8,931	2,177.72	.00	6,753.70	24.4%
A1355 583088 Social Security Fr	0	6,549	6,549	1,238.48	.00	5,310.23	18.9%
A1355 584088 Worker's Compensat	0	2,096	2,096	367.68	.00	1,728.09	17.5%
A1355 585588 Disability Insuran	0	111	111	20.88	.00	90.16	18.8%
A1355 586088 Health Insurance F	3,952	16,788	20,740	4,395.44	.00	16,344.94	21.2%
A1355 588988 Eap Fringe	0	28	28	4.88	.00	22.68	17.7%
<b>TOTAL Assessments</b>	<b>119,430</b>	<b>26,269</b>	<b>145,699</b>	<b>21,735.08</b>	<b>.00</b>	<b>123,963.80</b>	<b>14.9%</b>
<b>TOTAL General Fund</b>	<b>119,430</b>	<b>26,269</b>	<b>145,699</b>	<b>21,735.08</b>	<b>.00</b>	<b>123,963.80</b>	<b>14.9%</b>
<b>TOTAL REVENUES</b>	<b>-24,000</b>	<b>0</b>	<b>-24,000</b>	<b>.00</b>	<b>.00</b>	<b>-24,000.00</b>	
<b>TOTAL EXPENSES</b>	<b>143,430</b>	<b>26,269</b>	<b>169,699</b>	<b>21,735.08</b>	<b>.00</b>	<b>147,963.80</b>	

## Real Property Revenue and Expense Breakdown February 2024

Account	Amount	Description
320		
Leased Service Equipment	\$6.40	Xerox Copier
Total Expenses	\$6.40	
<b>Income Sources</b>		
Maps & Printouts to Public	\$30.00	Walk-in check
	\$12.00	Walk-in check
RPS Files	\$675.00	Wells Fargo - 2024 Town & County
	\$450.00	Lereta - 2024 Village
Total Revenue	\$1,167.00	