

**TIOGA COUNTY OFFICE OF REAL PROPERTY TAX SERVICES
ANNUAL REPORT TO THE LEGISLATURE**

The Tioga County Office of Real Property Tax Services is the resource center for all matters pertaining to the County's real property. We answer questions and provide guidance to property owners and the general public. We assist our municipalities in the administration of their assessment and tax rolls, and with the preparation, printing, and distribution of tax bills. We work closely with municipal Assessors in the maintenance of their rolls and tax maps. We do initial review and processing of all property transfers, entering transfer information in the state Salesnet system, and loading transfer information into the real property database for the Assessors to finalize. We work in conjunction with the County's GIS Mapping Technician in the maintenance of the County tax map, to include parcel splits and merges, and incorporation of recorded surveys. We maintain and update the County website's Real Property and Assessment Rolls portal with the most recent property information, to include tax maps, tax rolls, tentative and final assessment rolls, and current tax rates for county, town, village and school districts.

In 2021, the Tioga County Office of Real Property Tax Services operated with two full-time employees; Director and Office Specialist III. Our office processed 1,553 deed transfers and printed 26,000 Town & County tax bills. We also supported 6 school districts and 6 Villages in tax roll and tax bill processing. Additional services we have provided to the public include sending copies of tax bills and property records via email, and tax map printing services.

At the Tioga County Office of Real Property Tax Services we continually strive to provide the highest level of professionalism and customer service to the public, property owners, Assessors, municipalities, and school districts, while insuring compliance with State & County requirements.