

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

Real Property Agenda

Date: December 5, 2023

Time: 10:30 AM

APPROVAL OF MINUTES:

- Motion to approve 11/7/2023 minutes.

FINANCIAL:

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

OLD BUSINESS:

- Exemption briefing for Towns and School Districts continues.

NEW BUSINESS:

- Town & County tax bill printing.

PERSONNEL:

- Director to take final required class.

RESOLUTIONS:

- N/A

PROCLAMATIONS:

- N/A

ADJOURNMENT:

Steven Palinosky, Real Property Director

ADMINISTRATIVE SERVICES COMMITTEE MINUTES

TIOGA COUNTY OFFICE OF REAL PROPERTY TAX SERVICES

November 7th, 2023

10:30 AM

ATTENDANCE:

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

EX-OFFICIO: N/A

STAFF: N/A

GUESTS: N/A

APPROVAL OF MINUTES: Committee Chair calls for motion to approve October 3rd minutes. Motion made by Legislator Brown, second by Legislator Ciotoli. Motion carried unanimously.

FINANCIAL:

- Reviewed Real Property budget YTD and October revenue/expense.
- Mentioned annual RPS fees.

OLD BUSINESS:

- Discussion from County Directors Conference regarding NYS Article 11 / In Rem tax foreclosure status.
- Exemption briefing to Town Boards and School Boards – Brief of Firefighters exemption, Senior exemption scales, and income calculation for Senior exemption is ready. County Director plans to begin addressing Town and School boards later this month. Senior exemption income calculation and exemption scales were discussed.
- Noted that tentative totals were sent to the Towns.

NEW BUSINESS:

- Discussed conversions of Ag land.
- Noted that final totals will be sent to Towns this month.
- Preparation underway for December Town & County tax bill printing.

PERSONNEL:

- N/A

RESOLUTIONS/PROCLAMATIONS:

- K52 – Adopt State Equalization reports.

EXECUTIVE SESSION: N/A

ADJOURNMENT: 10:48 AM

Steven B Palinosky
Director, Tioga County Real Property Tax Services

DRAFT



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2023 12

ACCOUNTS FOR: General Fund ORIGINAL APPROP TRANSFRS/ADJUSTMS REVISED BUDGET YTD ACTUAL ENCUMBRANCES AVAILABLE BUDGET PCT USE/COL

A1355 Assessments

A1355	412900	Tax Maps & Assessm	-24,000	0	-24,000	-19,435.85	.00	-4,564.15	81.0%*
A1355	510010	Full Time	106,966	0	106,966	90,541.10	.00	16,424.90	84.6%
A1355	520090	Computer	0	1,060	1,060	1,059.99	.00	.00	100.0%
A1355	540180	Dues	300	0	300	300.00	.00	.00	100.0%
A1355	540320	Leased/service Equ	2,500	0	2,500	1,448.88	.00	1,051.12	58.0%
A1355	540420	Office Supplies	1,400	0	1,400	927.86	.00	472.14	66.3%
A1355	540450	Payment To State	10,650	0	10,650	10,650.00	.00	.00	100.0%
A1355	540480	Postage	200	0	200	87.59	.00	.00	43.8%
A1355	540650	Taxes	3,000	-1,060	1,940	435.90	.00	1,504.11	22.5%
A1355	540731	Training/State Req	400	0	400	335.00	.00	65.00	83.8%
A1355	540733	Training/All Other	1,500	0	1,500	1,205.34	.00	294.66	80.4%
A1355	581088	State Retirement F	10,331	0	10,331	9,804.06	.00	527.04	94.9%
A1355	583088	Social Security FR	7,629	0	7,629	6,869.21	.00	759.45	90.0%
A1355	584088	Worker's Compensat	2,449	0	2,449	2,203.65	.00	245.03	90.0%
A1355	585588	Disability Insuran	136	0	136	117.45	.00	18.27	86.5%
A1355	586088	Health Insurance F	25,721	0	25,721	21,602.28	.00	4,118.22	84.0%
A1355	588988	Eap Frtnge	29	0	29	27.45	.00	1.67	94.3%

TOTAL Assessments

TOTAL General Fund

TOTAL REVENUES
TOTAL EXPENSES

149,210
149,210
0
149,210
128,179.91
128,179.91
-19,435.85
147,615.76

-24,000
173,210
0
-24,000
173,210
-19,435.85
147,615.76
.00
-4,564.15
21,029.87

85.9%
85.9%

**Real Property Revenue and Expense Breakdown
November 2023**

Account	Amount	Description
540320		
Leased Service Equipment	\$6.29	Xerox Copier
540450		
Payment To State	\$10,650.00	Annual RPS Licensing Fee
540733		
Training/All Other	\$30.43	Fuel for Travel to Conference
Total Expenses	\$10,686.72	
Income Sources		
Maps & Printouts to Public	\$22.00	November Cash Revenue
School Tax Charges	\$450.00	TST BOCES
Total Revenue	\$472.00	