

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

Real Property Agenda

Date: November 7, 2023

Time: 10:30 AM

APPROVAL OF MINUTES:

- Motion to approve 10/3/2023 minutes.

FINANCIAL:

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

OLD BUSINESS:

- Exemption briefing for Towns and School Districts.
 - Firefighters.
 - Senior exemption income calculation.
 - Senior exemption scale.
- Tentative totals were sent to Towns.

NEW BUSINESS:

- Conversions.
- Final totals to Towns this month.
- Prep for Town & County tax bill printing.

PERSONNEL:

RESOLUTIONS:

- Adopt State Equalization Reports

PROCLAMATIONS:

- N/A

ADJOURNMENT:

Steven Palinosky, Real Property Director

ADMINISTRATIVE SERVICES COMMITTEE MINUTES
TIOGA COUNTY OFFICE OF REAL PROPERTY TAX SERVICES

October 3rd, 2023
10:30 AM

ATTENDANCE:

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

EX-OFFICIO: N/A

STAFF: County Attorney DeWind

GUESTS: N/A

APPROVAL OF MINUTES: Committee Chair calls for motion to approve September 5th minutes. Motion made by Legislator Brown, second by Legislator Standinger. Motion carried unanimously.

FINANCIAL:

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

OLD BUSINESS:

- Exemption briefing to Town Boards and School Boards – County Director preparing brief of Firefighters exemption, Senior exemption scales, and income calculation for Senior exemption. Awaiting County Directors Conference for clarification on new Senior exemption income calculation.
- Noted that School tax bills have been collected throughout September. All School Districts except Tioga are now in collection period with interest added.
- Discussed significant increase to School tax rate in certain School Districts. Noted the impact of the increase in value of Tioga County properties County-wide, and how that can result in an increase in the percentage of the levy that Tioga County properties incur in particular for Broome County School Districts.

NEW BUSINESS:

- Discussed spike in correction of errors, and planned steps to reduce correction of errors moving forward.
- Noted that totals will be sent to Towns this month for budget preparation.

PERSONNEL:

- County Director to attend Real Colors Facilitator Certification training for County Institute for Advancement 2-6 October.
- County Director to County Director's Conference in Clayton, NY 23-25 October.

RESOLUTIONS/PROCLAMATIONS: N/A

EXECUTIVE SESSION: N/A

ADJOURNMENT: 10:41 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 10

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

A1355 Assessments

ACCOUNTS	FOR:	ORIGINAL APPROP	TRANSFERS/ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A1355 412900	Tax Maps & Assessm	-24,000	0	-24,000	-8,696.35	.00	-15,303.65	36.2%*
A1355 510010	Full Time	106,966	0	106,966	82,312.90	.00	24,653.10	77.0%
A1355 520090	Computer	0	0	0	1,059.99	.00	.00	100.0%
A1355 540180	Dues	300	1,060	1,360	300.00	.00	.00	100.0%
A1355 540320	Leased/Service Equ	2,500	0	2,500	1,442.59	.00	1,057.41	57.7%
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	0.00	100.0%
A1355 540480	Postage	200	0	200	87.59	.00	112.41	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	225.00	.00	175.00	56.3%
A1355 540733	Training/All Other	1,500	0	1,500	1,119.88	.00	380.12	74.7%
A1355 581088	State Retirement F	10,331	0	10,331	8,924.68	.00	1,406.42	86.4%
A1355 583088	Social Security Fr	7,629	0	7,629	6,263.41	.00	1,365.25	82.1%
A1355 584088	Worker's Compensat	2,449	0	2,449	2,007.77	.00	440.91	82.0%
A1355 585588	Disability Insuran	136	0	136	107.01	.00	28.71	78.8%
A1355 586088	Health Insurance F	25,721	0	25,721	19,544.92	.00	6,175.58	76.0%
A1355 588988	Eap Fringe	29	0	29	25.01	.00	4.11	85.9%

TOTAL Assessments	149,210	0	149,210	116,088.16	.00	33,121.62	77.8%
TOTAL General Fund	149,210	0	149,210	116,088.16	.00	33,121.62	77.8%

TOTAL REVENUES	-24,000	0	-24,000	-8,696.35	.00	-15,303.65	
TOTAL EXPENSES	173,210	0	173,210	124,784.51	.00	48,425.27	

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

Account	Amount	Description
540320		
Leased Service Equipment	\$133.44	Xerox Copier
540731		
Training/State Req	\$110.00	Required Ethics Class
540733		
Training/All Other	\$196.00	NYSACDRPTS Conference Hotel
Total Expenses	\$439.44	
Income Sources		
Maps & Printouts to Public	\$9.00	October Cash Revenue
	\$80.50	Walk-in Customer Checks
Total Revenue	\$89.50	

REFERRED TO:

ADMINISTRATIVE SERVICES COMMITTEE

RESOLUTION NO. -23

ADOPT STATE EQUALIZATION REPORTS

RESOLVED: That the State Equalization Reports for County Tax be and the same hereby are approved, and that the County tax rates be the rates used in computing taxes in the several Towns.