

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

Real Property Agenda

Date: December 3, 2024

Time: 10:30 AM

APPROVAL OF MINUTES:

- Motion to approve 11/5/2024 minutes.

FINANCIAL:

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

OLD BUSINESS:

- Continue prep for Town & County tax rolls and bills.

NEW BUSINESS:

- Firefighters' exemption
 - Towns of Barton and Candor have adopted.
 - State legislation has been amended.

PERSONNEL:

- Karen Hall Assessor Ethics Class.

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

November 5th, 2024

ATTENDANCE:

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

EX-OFFICIO:

STAFF: County Administrator Bailey, Legislative Clerk Haskell

GUESTS: N/A

APPROVAL OF MINUTES: Motion to approve October 5th, 2024, committee meeting minutes. Motion made by Legislator Standing, seconded by Legislator Brown; motion carries unanimously.

FINANCIAL:

- Reviewed Real Property budget YTD and October revenue/expense. Noted that payment of pending revenue invoices will attain budgeted revenue for the year.
- Briefly reviewed yearly RPS fees, which have been paid to the State and billed proportionally to the Towns.
- Discussed resolution amending Real Property administrative fee schedule, which has been reviewed by the County Administrator and Legislative Chair. Outlined reasons for needing updates and proposed fee changes.

OLD BUSINESS:

- Briefed on topics from the County Director's conference – Correction of Errors, Not-for-profit exemptions, Agricultural Districts, and ORPTS update, including RPSOnline system development status and demo.

NEW BUSINESS:

- Preparing for Town & County tax rolls and bills. Totals were provided to Towns and the County Treasurer.

PERSONNEL: N/A

RESOLUTIONS/PROCLAMATIONS:

- K30-Amending Fees – Real Property Office – Approved by committee.
- K31-Adopt State Equalization Reports – Approved by committee.

EXECUTIVE SESSION: N/A

ADJOURNMENT: 10:55 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 11

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
A General Fund							
A1355 Assessments							
A1355 412900 Tax Maps & Assessm	-24,000	0	-24,000	-23,776.50	.00	-223.50	99.1%*
A1355 510010 Full Time	111,294	0	111,294	93,453.65	.00	17,840.35	84.0%
A1355 540180 Dues	300	125	425	425.00	.00	.00	100.0%
A1355 540320 Leased/Service Equ	2,500	-125	2,375	1,690.71	.00	684.29	71.2%
A1355 540420 Office Supplies	1,400	0	1,400	555.33	.00	844.67	39.7%
A1355 540450 Payment To State	10,650	0	10,650	10,650.00	.00	.00	100.0%
A1355 540480 Postage	200	0	200	40.92	.00	159.08	20.5%
A1355 540650 Taxes	3,000	0	3,000	667.09	.00	2,332.91	22.2%
A1355 540731 Training/State Req	400	0	400	300.00	.00	100.00	75.0%
A1355 540733 Training/All Other	1,500	0	1,500	951.10	.00	548.90	63.4%
A1355 581088 State Retirement F	8,234	5,921	14,155	12,521.89	.00	1,633.29	88.5%
A1355 583088 Social Security Fr	0	6,549	6,549	7,169.90	.00	-621.19	109.5%*
A1355 584088 Worker's Compensat	0	2,096	2,096	2,114.16	.00	-18.39	100.9%*
A1355 585588 Disability Insuran	0	111	111	120.06	.00	-9.02	108.1%*
A1355 586088 Health Insurance F	3,952	24,618	28,570	25,273.78	.00	3,296.58	88.5%
A1355 588988 Eap Fringe	0	28	28	28.06	.00	-.50	101.8%*
TOTAL Assessments	119,430	39,323	158,753	132,185.15	.00	26,567.47	83.3%
TOTAL General Fund	119,430	39,323	158,753	132,185.15	.00	26,567.47	83.3%
TOTAL REVENUES	-24,000	0	-24,000	-23,776.50	.00	-223.50	
TOTAL EXPENSES	143,430	39,323	182,753	155,961.65	.00	26,790.97	



TIOGA COUNTY, NEW YORK

Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 11

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	119,430	39,323	158,753	132,185.15	.00	26,567.47	83.3%

** END OF REPORT - Generated by Palinosky, Steven **

Real Property Revenue and Expense Breakdown November 2024

Account	Amount	Description
320		
Leased Service Equipment	\$89.19	Xerox Copier
733		
Training	\$389.08	Directors Conference Room & Fuel
	\$110.00	Assessor Ethics Class
Total Expenses	\$588.27	
Income Sources		
School Tax Rolls & Bills	\$150.00	Vestal Central School District
RPS Extracts	\$525.00	Corelogic - School
Tax Maps & Copies	\$2.00	November Cash Revenue
Total Revenue	\$677.00	