



COUNTY ADMINISTRATOR REPORT
THURSDAY JULY 23rd, 2026, AT 10:00 AM
LEGISLATIVE CONFERENCE ROOM

DEPARTMENTAL MANAGEMENT & LABOR RELATIONS

POLICY REVIEW & IMPLEMENTATION

- IV. Personnel Rules/e. Disciplinary Procedures (Draft in Review)
- C. Assignment & Use of County Vehicles (Draft in Review)

DEPARTMENT HEAD EVALUATIONS

- Self-Assessment Model – Distribute 07/28-08/11 (2-Weeks)

FINANCIAL MANAGEMENT & BUDGETING

BUDGET OFFICER

- YTD 05.2026 County Budget Report ([Attachment 001](#))
- 05/31/2026 YTD Budget Report A1230 C. Admin | A1340 Budget ([Attachment 002](#))

CAPITAL PROJECTS

- Radio Communications Tower Update
 - 07/20 John V. Scott Dedication Carmichael Tower
- Consolidated County Office Building
 - Committee Meeting – August 29th Agenda & Calendar ([Attachment 003](#))

GRANTS & SHARED SERVICES

- USDA - FY26 Congressional Direct Spend (CDS) Grant (\$1,500,000 In Review; Reso20-26)
- NYSED - NYS 250th Commemoration Commission Award (\$15,000 On-Going; Reso447-25)
- ESD – 2025 County Infrastructure Grant (\$1,000,000 Pending; Reso134-25)

OPIOID SETTLEMENT FUNDS

- Opioid Advisory Committee Meeting 07/16

ADMINISTRATION & COMMUNICATION

LEADERS' MEETING

- Next Meeting: Tuesday, July 28th, 2026 – Hubbard Auditorium (Procurement/OSC)

STRATEGIC PLAN

- 2026 Update ([Attachment 004](#))

REMOTE WORK

- 2026 Update

WEBO RADIO INTERVIEW

- 06/19 County Updates, Foster Care Awareness Month

MISC

- Tioga County Chamber of Commerce - 2026 Leadership Tioga 07/08 ED&P
- Institute for Advancement (IAA) 06/24 – Civil Service 101/Interdepartmental Comm.
- Suicide Prevention Coalition Steering Committee Meeting 07/13

COUNTY OF TIOGA
YTD BUDGET REPORT (ALL FUNDS)
JUNE 2026

OBJECTS OF REVENUE	ORIGINAL BUDGET	MODIFICATIONS	REVISED BUDGET	ACTUALS	\$ REMAINING
<i>Personal Services</i>	\$ (68,201,807)	\$ (160,000)	\$ (68,361,807)	\$ (48,016,083)	\$ (20,345,724)
<i>Interest, Income, Charges</i>	\$ (4,153,412)	\$ (336,553)	\$ (4,489,965)	\$ (3,799,346)	\$ (690,619)
<i>State Aid</i>	\$ (17,576,589)	\$ (12,054,820)	\$ (29,631,408)	\$ (8,901,351)	\$ (20,730,058)
<i>Federal Aid</i>	\$ (6,811,237)	\$ (5,480,172)	\$ (12,291,408)	\$ (4,237,816)	\$ (8,053,593)
<i>Interfund Transfers</i>	\$ (4,053,593)	\$ (100,000)	\$ (4,153,593)	\$ (2,444,509)	\$ (1,709,084)
TOTAL YTD REVENUE	\$ (100,796,636)	\$ (18,131,545)	\$ (118,928,181)	\$ (67,399,104)	\$ (51,529,077)

57%

OBJECTS OF EXPENSE	ORIGINAL BUDGET	MODIFICATIONS	REVISED BUDGET	ACTUALS	\$ REMAINING
<i>Personnel</i>	\$ 28,887,709	\$ 1,365,784	\$ 30,253,493	\$ 11,843,835	\$ 18,409,658
<i>Capital Equipment</i>	\$ 5,428,632	\$ 12,983,771	\$ 18,412,402	\$ 6,692,498	\$ 11,719,905
<i>Interdepartmental</i>	\$ 659,624	\$ -	\$ 659,624	\$ 191,365	\$ 468,259
<i>Contractual</i>	\$ 51,262,685	\$ 12,982,797	\$ 64,245,482	\$ 25,357,356	\$ 38,888,125
<i>Debt Principal</i>	\$ 570,000	\$ -	\$ 570,000	\$ 570,000	\$ -
<i>Debt Interest</i>	\$ 210,900	\$ -	\$ 210,900	\$ 116,013	\$ 94,886
<i>Employee Benefits</i>	\$ 18,523,428	\$ 675,326	\$ 19,198,754	\$ 8,122,894	\$ 11,075,860
<i>Interfund Transfers</i>	\$ 4,053,593	\$ 100,000	\$ 4,153,593	\$ 2,444,509	\$ 1,709,084
TOTAL YTD EXPENSE	\$ 109,596,570	\$ 28,107,678	\$ 137,704,248	\$ 55,338,471	\$ 82,365,777

40%

TOTAL REVENUE	\$ (100,796,636)	\$ (18,131,545)	\$ (118,928,181)	RESO 259-26, \$78,114.00 Bridge Replacement Glenmary over Thorn Hollow Creek H390900
TOTAL EXPENSE	\$ 109,596,570	\$ 28,107,678	\$ 137,704,248	
APPLIED FUND BALANCE	\$ 8,799,933	\$ 9,976,134	\$ 18,776,067	



TIOGA COUNTY, NEW YORK

Tioga County YTD BUDGET REPORT

FOR 2026 06

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENC/REQ	AVAILABLE BUDGET	PCT USE/COL
A1230 County Administrator							
A1230 510010 SALARY FT	133,903	0	133,903	60,025.78	.00	73,877.22	44.8%
A1230 540140 Cont Svs	1,400	0	1,400	.00	.00	1,400.00	.0%
A1230 540180 Dues	500	0	500	400.00	.00	100.00	80.0%
A1230 540340 Literature	150	0	150	.00	.00	150.00	.0%
A1230 540420 Office Sup	150	0	150	120.96	.00	29.04	80.6%
A1230 540480 Postage	50	0	50	5.17	.00	44.83	10.3%
A1230 540640 Supplies	300	0	300	.00	.00	300.00	.0%
A1230 540660 Telephone	500	0	500	.00	.00	500.00	.0%
A1230 540732 Training C	3,200	0	3,200	986.00	.00	2,214.00	30.8%
A1230 540733 Train Oth	1,500	0	1,500	.00	.00	1,500.00	.0%
A1230 581088 St Ret	19,157	0	19,157	2,349.96	.00	16,807.04	12.3%
A1230 583088 Social Sec	10,287	0	10,287	4,453.25	.00	5,833.75	43.3%
A1230 584088 Work Comp	2,426	0	2,426	568.68	.00	1,857.32	23.4%
A1230 585588 Disab Ins	116	0	116	26.64	.00	89.36	23.0%
A1230 586088 Health Ins	38,359	0	38,359	14,187.12	.00	24,171.88	37.0%
A1230 588988 Eap	31	0	31	7.08	.00	23.92	22.8%
TOTAL NO PROJECT	212,029	0	212,029	83,130.64	.00	128,898.36	39.2%
TOTAL County Administrator	212,029	0	212,029	83,130.64	.00	128,898.36	39.2%
TOTAL EXPENSES	212,029	0	212,029	83,130.64	.00	128,898.36	
A1340 Budget							
A1340 411100 Sales Tax	-26,000,000	0	-26,000,000	-13,119,024.83	.00	-12,880,975.17	50.5%*
A1340 411101 Sales Taxc	-2,500,000	0	-2,500,000	-1,723,085.99	.00	-776,914.01	68.9%*
A1340 411160 Tax-Cannab	0	-160,000	-160,000	-85,662.76	.00	-74,337.24	53.5%*
A1340 411400 Emg 911	0	0	0	181,639.13	.00	-181,639.13	100.0%*
A1340 427350 Opioid	-10,000	0	-10,000	-40,103.26	.00	30,103.26	401.0%
A1340 427700 Oth Unclas	0	0	0	-4,271.72	.00	4,271.72	100.0%
A1340 430160 ST-Casino	-1,750,000	0	-1,750,000	-498,702.68	.00	-1,251,297.32	28.5%*
A1340 540140 Cont Svs	0	430,125	430,125	107,531.25	93,718.75	228,875.00	46.8%
TOTAL NO PROJECT	-30,260,000	270,125	-29,989,875	-15,181,680.86	93,718.75	-14,901,912.89	50.3%
HPCC High Profile Criminal Case							
A1340 540721 HPCC Trial Cspe	250,000	-196,081	53,919	.00	.00	53,919.32	.0%



**Tioga County
YTD BUDGET REPORT**

FOR 2026 06

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENC/REQ	AVAILABLE BUDGET	PCT USE/COL
TOTAL High Profile Criminal Case	250,000	-196,081	53,919	.00	.00	53,919.32	.0%
M7674 ARPA FUNDS							
A1340 440890 M7674 FA-OTHER	0	0	0	-26,785.96	.00	26,785.96	100.0%
TOTAL ARPA FUNDS	0	0	0	-26,785.96	.00	26,785.96	100.0%
TOTAL Budget	-30,010,000	74,044	-29,935,956	-15,208,466.82	93,718.75	-14,821,207.61	50.5%
TOTAL REVENUES	-30,260,000	-160,000	-30,420,000	-15,315,998.07	.00	-15,104,001.93	
TOTAL EXPENSES	250,000	234,044	484,044	107,531.25	93,718.75	282,794.32	
GRAND TOTAL	-29,797,971	74,044	-29,723,927	-15,125,336.18	93,718.75	-14,692,309.25	50.6%

** END OF REPORT - Generated by Bailey, Jackson **



Consolidated County Office Building (CCOB) Committee Agenda
Wednesday July 29th, 2026
Hubbard Auditorium, 56 Main St, Owego, NY 13827

- I. Call to Order**
 - a. Welcome
 - b. Review of Committee Membership and Purpose
- II. Overview of the Consolidated County Office Building Project**
 - a. Background and rationale
 - b. Status of property acquisition
 - c. Strategic goals of the project
 - i. *Improved public access*
 - ii. *Consolidation of services*
 - iii. *Operational efficiencies*
 - iv. *Long-term facility planning*
 - v. *Redevelopment opportunities for existing facilities*
- III. Review of Committee Responsibilities**
 - a. Advisory role of the Committee
 - b. Relationship with the County Legislature (decision makers)
 - c. Reporting expectations to the Legislature
 - d. Meeting frequency and operating procedures
- IV. Review of Proposed Committee Structure**
 - a. Executive Committee
 - b. Design & Construction Subcommittee
 - c. Regulatory & Financial Oversight Subcommittee
 - d. Department Head participation
 - e. Coordination between the committees
- V. Project Governance and Communication Protocols**
 - a. Open Meetings Law requirements
 - i. Post meeting dates and minutes
 - b. Records retention obligations
 - c. Protocol for public communications and media inquiries
 - d. Document management standards
 - e. Resolution and approval process
 - f. Change order and contract approval procedures
- VI. Current Project Status Update**
 - a. Property acquisition

- b. Status of existing tenants
 - i. Hiawatha Dental
 - ii. Family & Children's Counseling Services
- c. Preliminary environmental review status (SEQR)
- d. Existing building conditions
 - i. Demolition of 67 Central Ave / Code compliance considerations
 - ii. Funding and financing considerations
 - iii. Project constraints and risks
 - iv. Parking
 - v. Utilities
 - vi. Community concerns and potential public feedback

VII. Discussion of Project Goals and Priorities

- a. Space needs assessment (2025 SOCA Information)
- b. Future growth considerations (GIS Map)
- c. Public service delivery objectives
- d. Parking capacity and accessibility
- e. Security requirements
- f. ITCS Technology infrastructure
- g. Sustainability and energy efficiency

VIII. Immediate Action Items

- a. Develop project schedule and milestones
- b. Establish document repository
- c. Gather departmental space requirements
- d. Determine consultant procurement strategy
- e. Establish a Public Information Plan

IX. Preliminary Project Timeline

- a. Design procurement
- b. Space planning
- c. Environmental review (SEQR Determination)
- d. Design phases
- e. Construction procurement
- f. Construction timeline
- g. Target occupancy date

X. Open Discussion

- a. Committee member comments and questions

XI. Next Meeting

- a. Wednesday, August 26th, 2026 at 1:30 PM – Hubbard Auditorium
- b. Confirm topics for the next meeting

2026

County of Tioga
Committee Calendar
Proposed 2026.07.17



JANUARY

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

MARCH

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

APRIL

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MAY

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JUNE

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

JULY

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

AUGUST

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- Policy Review Committee Meetings (2:00 PM)
- Legislative Meetings & Standing Committees
- Executive Team Meetings
- Holidays
- Consolidate County Office Building (CCOB) Committee Meeting

Tioga County
Strategic Plan Project Owner Status Report
Project Owner: County Administrator | JULY 2026 UPDATE

Taxpayer Value Objectives

Development and Implementation of Updated Procurement Oversight Strategies

Champion: County Administrator

Milestone #1: Assess Procurement Practices

STATUS: In Progress

Complete review of purchasing procedures, audit findings, and current practices; Identify policy gaps and compliance risk.

Milestone #2: Develop Procurement Framework

STATUS: Not Started

Finalize updated procurement procedures, forms, approval workflows; Establish procurement performance metrics

Milestone #3: Implement Countywide Training

STATUS: Not Started

Conduct training for Department Heads and purchasing staff; Implement procurement documentation and contract tracking.

Milestone #4: Monitor Compliance

STATUS: Not Started

Conduct internal procurement compliance review; Report findings to the Legislature and recommend further policy refinements

NOTES: REQUESTS FOR ADDITIONAL RESOURCES/CHANGES/ADDITIONS:

Audit Recommendations, OSC Guidance, Department Training Needs, Potential Staffing Resources

Accessibility to Services Objectives

Planning & Construction of a new Consolidated County Office Building

Champion: County Administrator

Milestone #1: Begin Project Planning & Consultant Selection

STATUS: In Progress

Create an advisory committee, select architect/engineering consultant firm, establish project schedule and communication plan

Milestone #2: Complete Design & Programming

STATUS: Not Started

Complete departmental space assessment interviews, develop conceptual building design, prepare preliminary cost estimates

Milestone #3: Complete Regulatory Review & Project Approval

STATUS: Not Started

Complete SEQR review and all required studies and design approvals, obtain all Legislative authorizations to proceed with construction

Milestone #4: Complete Construction & Prepare for Occupancy

STATUS: Not Started

Begin construction, monitor schedule-budget-change orders, complete construction, department relocations, and building occupancy.

NOTES: REQUESTS FOR ADDITIONAL RESOURCES/CHANGES/ADDITIONS:

Funding State, Procurement Actions, Public Information, Risk Assessment, and Budget Impacts

Public County Job Fair and County Services Expo

Champion: County Administrator

Milestone #1: Establish Event Framework

STATUS: Not Started

Form a planning committee, identify participating County departments, select tentative event date and location.

Milestone #2: Begin Event Development

STATUS: Not Started

Finalize event layout, logistics, and exhibitors; Confirm staffing assignments and sponsorships (if applicable).

Milestone #3: Execute County Job Fair & Services Expo

STATUS: Not Started

Successfully conduct the event, promote County employment opportunities and educate residents on County programs and services

Milestone #4: Evaluate & Plan Future Improvements

STATUS: Not Started

Compile attendance numbers, hiring leads, exhibitor feedback, and present an after-action report to the Legislature

NOTES: REQUESTS FOR ADDITIONAL RESOURCES/CHANGES/ADDITIONS:

Marketing Resources, Venue Support, Community Partnerships, and Volunteer Staffing

Tioga County
Strategic Plan Project Owner Status Report
Project Owner: County Administrator | JULY 2026 UPDATE

Continued Revision of the Strategic Plan

Champion: County Administrator

Milestone #1: Begin Annual Strategic Plan Review

STATUS: On Going

Review all strategic objectives with champions, evaluate progress toward established milestones and performance measures.

Milestone #2: Identify New Strategic Priorities

STATUS: On Going

Solicit input from Legislators, department heads, and executive leadership; identify emerging organizational needs and legislative priorities.

Milestone #3: Develop Updates Strategic Plan

STATUS: On Going

Revise goals, objectives, milestones, and performance indicators; Present draft to the Executive Team & Legislative for review.

Milestone #4: Adopt & Implement Updated Strategic Plan

STATUS: On Going

Finalize revisions, publish Strategic Plan internally, assign champions and begin implementation.

NOTES: REQUESTS FOR ADDITIONAL RESOURCES/CHANGES/ADDITIONS:

Legislative Priorities, Department Requests, Budget Impacts, Performance Metrics, Emerging State/Federal Initiatives

Workforce Objectives

Continue and Enhance Department Head Leaders Meetings

Champion: County Administrator

Milestone #1: Evaluate Current Leadership Meetings

STATUS: On Going

Obtain feedback from department heads regarding meeting format, contact, and effectiveness. Identify areas to improve collaboration.

Milestone #2: Implement Leadership Improvements

STATUS: On Going

Introduce new meeting formats, leadership development topics, team-building initiatives. Develop annual meeting schedule.

Milestone #3: Strengthen Cross-Department Collaboration

STATUS: Not Started

Utilize meetings to coordinate countywide initiatives, share best practices and resolve organizational challenges.

Milestone #4: Measure Organizational Impact

STATUS: Not Started

Evaluate meeting effectiveness through department head feedback and organizational outcomes.

NOTES: REQUESTS FOR ADDITIONAL RESOURCES/CHANGES/ADDITIONS:

Leadership Development Opportunities, Emerging Organizational Issues, Training Needs, Cross-Department Initiatives

Revise and Address Remote Work Policy - Pilot Program

Champion: County Administrator

Milestone #1: Implement Pilot Program

STATUS: On Going

Finalize pilot procedures, reporting requirements, and eligibility standards. Establish baseline performance metrics.

Milestone #2: Monitor Policy Effectiveness

STATUS: On Going

Collect reports from participating departments regarding productivity and operational impacts. Identify policy strengths and weaknesses.

Milestone #3: Evaluate Organizational Outcomes

STATUS: On Going

Assess workforce engagements, operational efficiency, and service delivery. Recommend policy revisions based on measurable data.

Milestone #4: Present Long-Term Recommendation

STATUS: Pending

Determine whether to discontinue, extend, or adopt a permanent Remote Work Policy. Present final recommendations to Legislature.

NOTES: REQUESTS FOR ADDITIONAL RESOURCES/CHANGES/ADDITIONS:

Productivity Measures, Recruitment & Retention Impacts, Legal Considerations, Department Feedback

Community Partnership Objectives

No Objectives in 2026