



TCPDC

TIOGA COUNTY PROPERTY DEVELOPMENT CORPORATION

607.687.8260 | www.tiogacountyny.com | 56 Main St. Owego NY 13827

**Tioga County Property Development Corporation
Regular Board of Directors
Wednesday, October 26, 2022 at 4:00 PM
Ronald E. Dougherty County Office Building
56 Main Street, Owego, NY 13827
Economic Development Conference Room #201**

Agenda

1. Call to Order
2. Attendance
 - a. Roll Call: M. Sauerbrey, P. Ayres, M. Baratta, R. Kelsey, S. Yetter, D. Astorina, L. Pelotte, H. Murray, S. Zubalsky-Peer
 - b. Invited Guests: B. Woodburn, K. Warfle
3. Old Business
 - a. Approval of Minutes of Regular Board Meeting, July 7, 2022
 - b. Acknowledgement of Financial Reports through September 30, 2022
 - c. Status of Temple/Liberty Street owned properties
 - i. Providence Housing proposal
 - ii. Property Maintenance
 1. Tree removal
 2. Stone raking/lawn maintenance
 3. Snow removal
 - d. Status of 103 Liberty Street/OACSD project
 - e. Status of 80, 82 and 84 Main St, Candor NYMS Project
 - f. Update on 2022 V. Owego and V. Newark Valley acquisitions
4. New Business
 - a. Proposals for audit and accounting services for year end 2022
 - b. Approval of proposed 2023 Budget
 - c. Accounting Policy update

A PARTNER OF

TEAM TIOGA



- d. Land Bank funding opportunities
 - i. NYS HCR – Land Bank Initiative (LBI)
 1. LBI Phase 1
 - a. Application
 - b. Award
 2. LBI Phase 2
 - ii. Restore NY Round VI
 - iii. Mother Cabrini Health Foundation
 - e. Re-appointments for 2023
 - f. Preliminary discussion regarding Slate of Officers for 2023
 - g. Discussion of 2023 Annual and Regular meeting schedule, tentatively set quarterly on the 4th Wednesday of the month:
 - January 25, 2023 - Annual and Regular Meeting
 - April 26, 2023 Regular Meeting
 - July 26, 2023 Regular Meeting
 - October 25, 2023 Regular Meeting
 - h. 2022 Annual Evaluation of Board Performance
5. Chairman's Remarks
 6. Adjournment

Tioga County Property Development Corporation

Balance Sheet

As of September 30, 2022

10/18/22

Accrual Basis

	<u>Sep 30, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
10000 · Tioga State Bank	508,308.30
Total Checking/Savings	<u>508,308.30</u>
Total Current Assets	508,308.30
Fixed Assets	
14045 · 117 Liberty St	3,001.02
14050 · 39-41 Temple St.	3,000.72
14055 · 115-117 Chestnut Owego	5,001.32
14060 · 112 Liberty St.	50.00
14061 · 110 Liberty Street, Owego	6,339.93
14062 · 107 Liberty Street, Owego	4,162.13
14063 · 96-102 Liberty Street, Owego	36,800.16
14075 · 119 Liberty Street	6,799.74
14081 · 92-94 Liberty Str.	11,700.00
14082 · 37 Temple Str.	9,200.00
14083 · 43-45 Temple St.	15,200.00
14084 · 47 Temple Str.	7,300.00
14085 · 49 Temple Str.	9,999.60
14086 · 113 Liberty Street, Owego	1.00
Total Fixed Assets	<u>118,555.62</u>
TOTAL ASSETS	<u>626,863.92</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
23000 · Deferred Grant Revenue	638,057.00
Total Other Current Liabilities	<u>638,057.00</u>
Total Current Liabilities	<u>638,057.00</u>
Total Liabilities	638,057.00
Equity	
32000 · Unrestricted Net Assets	154,404.57
Net Income	-165,597.65
Total Equity	<u>-11,193.08</u>
TOTAL LIABILITIES & EQUITY	<u>626,863.92</u>

Tioga County Property Development Corporation

Profit & Loss

10/18/22

January through September 2022

Accrual Basis

	Jan - Sep 22
Ordinary Income/Expense	
Income	
44400 · Government Contracts	
44460 · Local Contracts	65,000.00
Total 44400 · Government Contracts	65,000.00
46400 · Other Types of Income	
46430 · Miscellaneous Revenue	78.91
Total 46400 · Other Types of Income	78.91
Total Income	65,078.91
Gross Profit	65,078.91
Expense	
62000 · Operating Expenses	
62100 · Contract Services	
62110 · Accounting Fees	6,860.00
62140 · Legal Fees	30.00
62150 · Outside Contract Services	196,137.50
Total 62100 · Contract Services	203,027.50
65120 · Insurance - Liability, D and O	1,000.00
65150 · Memberships and Dues	1,000.00
Total 62000 · Operating Expenses	205,027.50
62800 · Facilities and Equipment	
62840 · Equip Rental and Maintenance	1,468.80
62870 · Property Insurance	1,496.18
62890 · Rent, Parking, Utilities	35.77
Total 62800 · Facilities and Equipment	3,000.75
63002 · 103 Liberty Street Hooker Found	22,648.31
Total Expense	230,676.56
Net Ordinary Income	-165,597.65
Net Income	-165,597.65

Tioga County Property Development Corporation
Custom Transaction Detail Report
 July through September 2022

	<u>Type</u>	<u>Date</u>	<u>Num</u>
10000 · Tioga State Bank			
	Check	07/06/2022	280
	Check	08/08/2022	281
	Check	09/09/2022	282
	Check	09/14/2022	283
	Check	09/14/2022	284
Total 10000 · Tioga State Bank			
62000 · Operating Expenses			
62100 · Contract Services			
62150 · Outside Contract Services			
	Check	08/08/2022	281
	Check	09/14/2022	283
Total 62150 · Outside Contract Services			
Total 62100 · Contract Services			
Total 62000 · Operating Expenses			
62800 · Facilities and Equipment			
62870 · Property Insurance			
	Check	09/14/2022	284
Total 62870 · Property Insurance			
Total 62800 · Facilities and Equipment			
63002 · 103 Liberty Street Hooker Found			
	Check	07/06/2022	280
	Check	09/09/2022	282
	Check	09/14/2022	283
Total 63002 · 103 Liberty Street Hooker Found			
TOTAL			

Tioga County Property Development Corporation
Custom Transaction Detail Report
July through September 2022

	<u>Name</u>
10000 · Tioga State Bank	
	Village of Owego Clerk Treasurer
	O'Rourke, Inc.
	Village of Owego Clerk Treasurer
	Zimmer's Affordable Tree Service
	Leatherstocking Cooperative Insurance Co.
Total 10000 · Tioga State Bank	
62000 · Operating Expenses	
62100 · Contract Services	
62150 · Outside Contract Services	
	O'Rourke, Inc.
	Zimmer's Affordable Tree Service
Total 62150 · Outside Contract Services	
Total 62100 · Contract Services	
Total 62000 · Operating Expenses	
62800 · Facilities and Equipment	
62870 · Property Insurance	
	Leatherstocking Cooperative Insurance Co.
Total 62870 · Property Insurance	
Total 62800 · Facilities and Equipment	
63002 · 103 Liberty Street Hooker Found	
	Village of Owego Clerk Treasurer
	Village of Owego Clerk Treasurer
	Zimmer's Affordable Tree Service
Total 63002 · 103 Liberty Street Hooker Found	
TOTAL	

Tioga County Property Development Corporation
Custom Transaction Detail Report
July through September 2022

Memo

10000 · Tioga State Bank

103 Liberty Street, Owego - Q2 2022 sewer bill
37 Temple/119 Liberty Street asbestos surveys + as
Floodplain and building permit - 103 Liberty Street
Removal of two trees at 103 Liberty Street and one t
Property Ins. Q3

Total 10000 · Tioga State Bank

62000 · Operating Expenses

62100 · Contract Services

62150 · Outside Contract Services

37 Temple/119 Liberty Street asbestos surveys + as
Removal of one tree at 92-94 Temple Street

Total 62150 · Outside Contract Services

Total 62100 · Contract Services

Total 62000 · Operating Expenses

62800 · Facilities and Equipment

62870 · Property Insurance

Property Ins. Q3

Total 62870 · Property Insurance

Total 62800 · Facilities and Equipment

63002 · 103 Liberty Street Hooker Found

103 Liberty Street, Owego - Q2 2022 sewer bill
Floodplain and building permit - 103 Liberty Street
Removal of two trees at 103 Liberty Street

Total 63002 · 103 Liberty Street Hooker Found

TOTAL

Tioga County Property Development Corporation
Custom Transaction Detail Report
 July through September 2022

	<u>Account</u>	<u>Class</u>	<u>Clr</u>
10000 · Tioga State Bank			
	10000 · Tioga State Bank		√
	10000 · Tioga State Bank		√
	10000 · Tioga State Bank		
	10000 · Tioga State Bank		√
	10000 · Tioga State Bank		√
Total 10000 · Tioga State Bank			
62000 · Operating Expenses			
62100 · Contract Services			
62150 · Outside Contract Services			
	62150 · Outside Contract Services		
	62150 · Outside Contract Services		
Total 62150 · Outside Contract Services			
Total 62100 · Contract Services			
Total 62000 · Operating Expenses			
62800 · Facilities and Equipment			
62870 · Property Insurance			
	62870 · Property Insurance		
Total 62870 · Property Insurance			
Total 62800 · Facilities and Equipment			
63002 · 103 Liberty Street Hooker Found			
	63002 · 103 Liberty Street Hooker Found		
	63002 · 103 Liberty Street Hooker Found		
	63002 · 103 Liberty Street Hooker Found		
Total 63002 · 103 Liberty Street Hooker Found			
TOTAL			

Tioga County Property Development Corporation
Custom Transaction Detail Report
 July through September 2022

	<u>Split</u>	<u>Amount</u>	<u>Balance</u>
10000 · Tioga State Bank			
	63002 · 103 Liberty Street Hooker Found	-146.01	-146.01
	62150 · Outside Contract Services	-8,783.50	-8,929.51
	63002 · 103 Liberty Street Hooker Found	-100.00	-9,029.51
	-SPLIT-	-2,200.00	-11,229.51
	62870 · Property Insurance	-411.83	-11,641.34
Total 10000 · Tioga State Bank		<u>-11,641.34</u>	<u>-11,641.34</u>
62000 · Operating Expenses			
62100 · Contract Services			
62150 · Outside Contract Services			
	10000 · Tioga State Bank	8,783.50	8,783.50
	10000 · Tioga State Bank	1,000.00	9,783.50
Total 62150 · Outside Contract Services		<u>9,783.50</u>	<u>9,783.50</u>
Total 62100 · Contract Services		<u>9,783.50</u>	<u>9,783.50</u>
Total 62000 · Operating Expenses		9,783.50	9,783.50
62800 · Facilities and Equipment			
62870 · Property Insurance			
	10000 · Tioga State Bank	411.83	411.83
Total 62870 · Property Insurance		<u>411.83</u>	<u>411.83</u>
Total 62800 · Facilities and Equipment		411.83	411.83
63002 · 103 Liberty Street Hooker Found			
	10000 · Tioga State Bank	146.01	146.01
	10000 · Tioga State Bank	100.00	246.01
	10000 · Tioga State Bank	1,200.00	1,446.01
Total 63002 · 103 Liberty Street Hooker Found		<u>1,446.01</u>	<u>1,446.01</u>
TOTAL		<u><u>0.00</u></u>	<u><u>0.00</u></u>