
Building & Code Updates

Mark Washburn, NYS CEO, Certification No. 1020-0364 August 1 -August 31, 2026

Plan Reviews

- 3 discussions about upcoming projects
- 7 permit review
- 7 pre permit site visit

Site Visits

- 3 Site visits, Updates by contractors ongoing projects
- 3 Erosion control site visits
- Ongoing Multiple Site visit for the CARS project, Meetings with contractor, state agency and property owner regarding egress path to public way
- Meeting onsite of CARS: Meeting with DASNY regarding Changes to plans/ Plan review 2 hrs

CEO Activity

7 Permits issued/ Projects Cost= \$191,930. / Fees collected= \$2,737.00

- 4 Foundation/Footer inspections/ Slab / Backfill 0 reinspection's
- 2 Framing inspections/ 0
- 0 Plumbing inspections/ 0 reinspection
- 4 Final inspection/0 Reinspection
- Code research different issues approximately 6 hours
- Outreach regarding Fire inspections ongoing and multiple appointments (Attached)
- Multiple site visits on open projects for job status (follow up on going)
- Follow up with ongoing enforcement actions Multiple site visits
- Multiple fire inspections Operating permit issued
- Inspection of Zerbini Circus and Tburg Fair
- Monitor, Photos and site visit regarding Plea deal on 2 enforcement cases

Town of Ulysses Clerk's Office
MONTHLY REPORT for August 2026

Submitted by Carissa Parlato

<u>LICENSES/PERMITS issued:</u>	<u>#</u>
Sporting licenses	38
Disabled parking permits	10
Dog licenses and renewals	39
Marriage licenses	4
Notarizations	10

<u>FINANCIAL REPORT:</u>	
\$5156.00	TOTAL fees collected
\$3674.99	stays in the town
\$1481.01	goes to the state

<u>FOIL requests</u>	<u>completed</u>
Purchasing reports	8/5

CLERK's OFFICE TASKS:

Water:

- Collected payments
- Budget mtg

Public engagement projects and tasks:

- Weekly newsletter, Facebook updates, press releases on:
 - Town Board vacancy
 - Adult recreation

IT:

- Checked spam filter weekly
- Corresponded with Computer Room & Advance 2000 for assistance as needed
- Prepare to transition to new provider

Health & Safety Committee:

- Aug. meeting cancelled

TC Public Information Advisory Board:

- Aug. meeting cancelled

Records Management:

- Weekly meetings with Lori on planning for disposal of scanned building plans and scanning of new plans
- Began disposition of plans scanned in 2018

Facilities

- Landscaping
- Ordered supplies
- Meet re: HVAC

Other:

- Participated in engineer RFQ screening & interviews
- Attended Tompkins Chamber training: L.E.A.R.N. - Effective Strategies for Business Leadership Success

General/routine tasks:

- mail, answered inquiries on various topics, attended town board meetings and took minutes, notary services, licensing (marriage, dog, sporting), disabled parking permits, collected building & zoning fees, participated in weekly Supervisor/Clerks office meetings, managed building use/equipment sign out, responded to FOIL requests, posted board meetings & videos on web and Youtube, monthly solar meter reads



TOWN OF ULYSSES

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Town Clerk (607) 387-5767, Ext 221 • clerk@townofulyssesny.gov

Planning & Zoning August 2026 Report to Town Board

Town Board Meeting Date, 09.08.2026

Submitted by Niels Tygesen, 08.31.2026

Planning Board

The Planning Board held a meeting on August 4 to discuss the following items:

- The Board conducted final site plan review and approved a proposed accessory structure located at 1282 Taughannock Blvd.
- The Board discussed the proposed Smith Woods CEA and provided comments to the Town Board.
- [Draft minutes link](#); [recorded meeting video link](#).

Board of Zoning Appeals

The BZA did not conduct any business this month.

Planning Projects

- 2025-45 Comp Plan Update
 - 2026 3Q report tracking for CSC grant.

Zoning Enforcement

- Ongoing research on code enforcement cases.
- Keith Dodge, 1942 Trumansburg Road (parcel 20.-3-9.22), plead guilty to all violations on July 28, 2026. The plea deal stated that monthly inspections between the defendant and Code Enforcement would start August 26, 2026. Staff scheduled monthly meetings in advance with the defendant through the duration of the plea deal (April 2027). Neither the defendant nor their attorney attended the first monthly inspection.

Miscellaneous

- Building, Planning, and Zoning permit reviews.
- 2027 budget.
- Tompkins County Stormwater Coalition Meeting – municipal facility inventories and BMPs, 2-3 year implementations (MCM focus areas/education, IDDE, post-construction inventories/inspections).
- ITCTC [Planning Committee Meeting](#).
- Customer support pertaining zoning information and permitting process.

Greetings Board Members: Below are financial highlights from the August 2026 financial statements.

Balance Sheet

As detailed in the Supervisor's Report, total cash balances as of 8/31/2026 amounted to \$480,164.10, a decrease of \$1,594.09 from the end of July. A few notable items to comment on for this month:

- We redeemed \$100,000 from investments to cover expenditures.
- Sales tax payments are coming on a timely basis, having received payments through July as of the end of August. Sales tax revenue is still running a little over 10% better than budget based on trends thus far in 2026.
- EMS Payments are also now current through July and ambulance charges are currently earned at 68.3% of the budget. If revenues continue at a consistent pace through the rest of the year, we will be about 17% over budget.
- We finally received our first Mortgage Tax payment from the County in the amount of \$41,323.49 – approximately 59% of our budget.
- Cash outlays reflect normal operations, with the exception of a large payment in the amount of about \$120,000 for road work. Also notable is the larger summer payroll due to summer camp and youth employment.

In addition to cash balances, the Town had investments valued at a total of \$3,571,463.85 as of August 31, 2026. Of the total investments, \$1,835,941.55 represents reserve funds, and \$1,735,522.3 represents a combination of fund balance and property tax revenue. As of August 31, a total of \$78,749.24 was recorded in interest and earnings from investments.

Income Statement

Revenues through August 2026 are mostly as expected. Below I have pointed out some highlights:

- Sales tax revenues through the end of July are running at about 12% over budget.
- EMS revenues as of July are almost 70% of the budgeted revenue.
- Court revenue is recorded through July, with the annual budget of \$25,000 now fully earned.
- The first mortgage tax payment in early amounted to 59% of the annual budget.
- WD3 reflects the third quarter billing, with 78.6% of the budget earned.

Expenditures through August 2026 are also as expected, with some spending being front loaded (such as payments for Fire and Ambulance services, community organizations, and some insurance costs). I don't have anything new to point out from my previous report other than the increase in summer payroll activity and the spending for road improvements.

Bookkeeper/Budget Officer Activities

Below are some highlights of my activities for the Month:

- Personnel: I continue to support employees and retirees with benefit administration, employment, and civil services functions. I have also been very busy with YEP and Camp employees, most of whom started work in early July.
- Finance Committee: The Finance Committee has not met recently, and likely will not until after budget adoption.
- Budget Modifications: There are a couple of accounts that will require budget modifications – but nothing odd or unusual as of the end of August. I expect to review the September vouchers and determine prior to the Board meeting whether additional adjustments will be necessary prior to presenting anything for September Board review and approval.
- 2027 Budget Planning: I am deep into budget planning tasks for 2027. Budget request forms have been submitted from budget managers and Committee Chairs. I have prepared and reviewed a draft budget for the Youth Commission, along with the Youth and Recreation Department Heads. As discussed at the June board meeting, our detailed budget review with the Board will take place on September 21st from 9:30am until 2:00pm. More details will be distributed as we approach that date.