

ENVIRONMENTAL CONCERNS & REAL PROPERTY TAX SERVICES  
Real Property Tax Services  
March 24, 2026

COMMITTEE MEMBERS: PATCHETT, Etu, Strainer, Beaty, Niles, Crocitto and Diamond

- I. Committee meeting called to order by Chair
- II. Approval of minutes of prior Committee Meeting
- III. Privilege of the floor and public comment
- IV. Action Agenda/New Business Items:
  1. Request: 2026 Tax Foreclosure moving to an Online Auction  
Rationale: Improve accessibility and participation in annual tax foreclosure auction
  2. Request:  
Rationale:
  3. Request:  
Rationale:
- V. Discussion Items:
  - 1.
- VI. Referrals/Pending Items:
  - 1.
- VII. Privilege of the floor and public comment
- VIII. Motion to adjourn

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- Attachments:
1. Online Real Estate Auction Process Overview
  2. Online Bidding information
  3. Continue Leveraging an Online Auction model
  4. Cost Benefit Analysis between live and online auction

# ***RESOLUTION REQUEST FORM NO. 20***

## ***MISCELLANEOUS***

***\*Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.  
Please attach any backup information available and be as detailed as possible.***

**DEPARTMENT NAME: Real Property Tax Services**

**DATE: March 19, 2026**

- (a) Purpose of Request:  
**To change the Property Tax Foreclosure Auction from Live to an online auction.**
  
- (b) Details:  
**To allow changing the tax foreclosure auction format from a live auction to an online auction.**
  
- (c) Previous Resolution Number:
  
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount:

**Sample: A.8021 470 Planning & Community Development – Contract**

\* as listed in budget and LOGOS

## Online Real Estate Auction Process Overview

### 1. Registration Process

All prospective bidders must complete the following steps prior to being approved to bid:

- Complete a Bidder Registration Packet (digital or hard copy)
- Create an Online Bidding Account

Bidding privileges will only be granted once the registration packet has been reviewed and approved.

Until that time, bidders may view the auction but will not be permitted to place bids.

### 2. Auction Posting & Structure

- The auction is posted to the website immediately upon final assembly.
  - Bidding will not be allowed until the advertised auction start date.
- Each property is listed as an individual lot within the overall auction event.
- Every lot includes:
  - Property photos
  - Tax maps
  - Detailed property descriptions
  - Any required legal disclosures

### Staggered Closing Times

Auction lots close in 2–3 minute intervals.

This prevents all properties from closing simultaneously and allows bidders to actively participate in multiple parcels without system congestion.

### 3. Bidding Timeline

- Bidding does not open until the publicly advertised start date and time.
- Standard bidding window: Approximately 14 days
- Registration cutoff: 2–3 business days prior to auction closing

This allows sufficient time to review registrations and ensure only qualified bidders participate.

### 4. Bidding Mechanics

#### Standard Bidding

- Bidders may place the next required incremental bid.

#### Maximum (Proxy) Bidding

- Bidders may enter a maximum bid amount.
- The system will automatically bid on their behalf in competitive increments.
- The system continues bidding until:
  - Their maximum is surpassed, or
  - The countdown timer expires.

#### Important:

Entering a maximum bid does *not* automatically charge the bidder that amount. They are only obligated to pay the final winning bid price.

### 5. Dynamic End Time (Anti-Sniping Protection)

If a bid is placed within the final 60 seconds of a property's countdown:

- That specific lot resets to a full 60 seconds.

- Only the affected property extends, not the entire auction.

This “dynamic end time” replicates the competitive nature of a live auction and ensures fairness and transparency.

#### **6. Deposit Collection Process**

As part of registration, bidders must select their deposit payment method:

- Credit Card (on file), or
- Direct payment to the County (Cash or Certified Funds)

#### **If Paying by Credit Card:**

- Upon winning a parcel, the required deposit is automatically charged immediately after the auction closes.

#### **If Paying at the County:**

- The successful bidder receives a post-auction email with detailed instructions for submitting certified funds within the required timeframe.

#### **7. Post-Auction Procedures**

Immediately following the auction closing:

- Post-auction emails sent to each winning bidder
- A detailed post-auction summary report is prepared.
- Individual property Contracts of Sale are generated (Excel and PDF).
- Deposit receipts are prepared.
- TP and RP forms are generated.
- Hard-copy property folders are assembled and delivered to the County.
- All digital documentation is transmitted via secure FTP within one hour of auction close.

This ensures efficiency, compliance, and audit-ready documentation.

#### **Key Considerations for Online Tax Foreclosure Auctions**

##### **Surplus Funds Compliance**

Given the evolving legal landscape surrounding surplus funds, the method of sale must be:

- Fully transparent
- Publicly competitive
- Broadly marketed
- Documented and defensible

Online auctions:

- Increase bidder participation
- Expand geographic reach
- Create competitive price discovery
- Typically yield higher returns

These factors are critical should a former owner pursue surplus proceeds. A transparent, competitive auction process provides defensibility and reduces liability exposure to the County.

## Online Bidding:

We expertly manage online bidding through our high-traffic auction platform. The online auction typically becomes available on our website three weeks before the auction (with no bidding until the advertised date). The bidding timeline is typically 14 days but will be ultimately determined by Warren County's preference.

We provide instructional videos on the online auction site guiding users on registration and bidding procedures, and arrange virtual Q&A sessions as needed. As appropriate, we can send email reminders about online bidder registration deadlines as the auction approaches.

## Recording and Processing Bids:

We track all bidding activity and winning bidders throughout the auction process, providing regular updates of auction activity for the duration of each auction. We maintain a detailed bid history log that identifies each bid placed, down to the second, and maintain a verified list of backup bidders for all properties sold.

After the auction concludes, we compile and deliver a complete report detailing auction activity including successful high bidders and backup bidders. All registration packets are organized, and winning bidder packets are turned over to you.

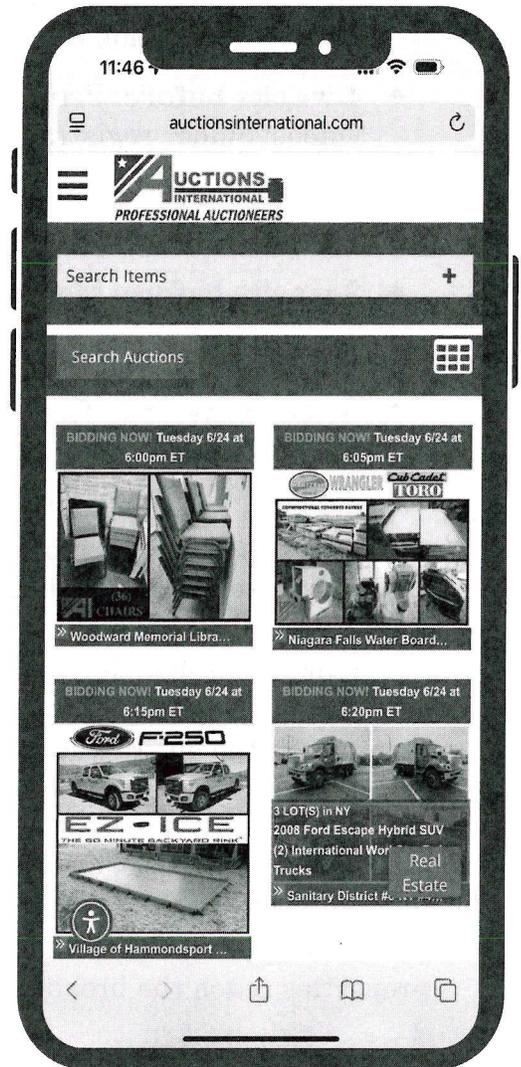
## Collection of Proceeds:

Upon auction close, winning bidders are required to make payment. Auctions International, Inc. has the capability to accept payments from bidders by ACH/wire transfer, credit/debit card, and cash deposits into our Citizens Bank account.

Typically, Auctions International, Inc. collects credit card payments, while cash and certified check payments are made directly to the County, with our customizable Contracts of Sale making cash/check payment collection easy to manage for County staff. If preferred, Auctions International, Inc.'s team is fully equipped to manage all payment collection options, offering the County the opportunity to alleviate the administrative burden associated with these tasks.

When we collect payments on your behalf, the County's proceeds will be remitted within 15 days after the tax foreclosure auction is finalized.

## MOBILE-COMPATIBLE, AI-POWERED ONLINE AUCTION PLATFORM



## **Timeline Overview (Customizable):**

- ◆ **5 weeks before:** Mail postcards to previous attendees, neighboring owners, and/or other stakeholders as determined by the County; prepare bidder packets and online auction details; reserve ad space; release auction info to web portals
- ◆ **4 weeks before:** Print bidder packets and auction books; offer instructional videos; bidder registration begins
- ◆ **3 weeks before:** Continue advertising; respond to inquiries; finalize auction sale arrangements; online auction preview available on website
- ◆ **2 weeks before:** Maintain advertising; bidder registration continues
- ◆ **1 week before:** Bidding opens; send email reminders about registration deadlines
- ◆ **Auction period:** The sale will be conducted on our robust auction platform, with built-in process automations and safeguards to ensure a successful sale; our leadership team will provide administration and oversight throughout the process
- ◆ **After auction:** Remove signage if applicable; continue support for your staff and purchasers; provide digital recording and comprehensive reports

Our comprehensive and customizable approach ensures the process aligns with your needs, timeline, and goals, while emphasizing transparency and fairness throughout the entire auction cycle.

We implement a comprehensive, multi-channel marketing strategy designed to maximize property exposure across local, regional, and national markets.

Our approach combines traditional and digital marketing tactics to ensure your properties reach the broadest possible audience of qualified buyers.

### **Local Marketing:**

- ◆ Newspaper advertisements in local publications to reach community residents
- ◆ Postcard announcements to previous auction participants and adjacent property owners, distributed 3-4 weeks prior to sale
- ◆ On-site signage at each property (18"x24" durable signs) placed at least 30 days before the auction, featuring auction website and contact information
- ◆ Press releases distributed to local media upon approval by your team
- ◆ Direct mail campaigns to provided contact lists announcing the auction

### **Statewide Marketing:**

- ◆ Publicity distribution through New York Press Service, reaching up to 560 different publications with circulation potentially exceeding 10 million

- ◆ Regional publication advertising
- ◆ Targeted outreach to our extensive database of bidders from prior county tax auctions, which have generated 55,000+ new registrations in the past five years
- ◆ Email campaigns to our targeted segments of our 128,000+ registered bidders across New York State and beyond

### **Worldwide Digital Marketing:**

- ◆ Featured placement on our high-traffic auction platform (AuctionsInternational.com) with seamless mobile compatibility
- ◆ MLS listings when appropriate
- ◆ Google ads and search engine optimization to drive targeted traffic
- ◆ Facebook geo-targeting campaigns with custom events and photo galleries
- ◆ Social media promotion across multiple platforms
- ◆ Listings on major auction websites including AuctionZip.com, AuctionGuy.com, GlobalAuctionGuide.com, and/or GoToAuction.com
- ◆ Ringless voicemail campaigns to predetermined lists of prior auction attendees

## **Continue Leveraging an Online-Only Auction Model**

We commend Warren County for recognizing that online auctions are the best method for government tax recovery and asset liquidation. The County's decision to conduct its tax foreclosure auction through an online-only format reflects the most effective and revenue-positive approach used by counties throughout New York and across the country.

Online auctions have become the government standard because they consistently deliver stronger bidder participation, higher sale values, and greater administrative efficiency than traditional in-person events. We fully support the County's continued use of this model and recommend maintaining an online-only structure to maximize both competitiveness and transparency.

Auctions International, Inc. has nearly 25 years of experience conducting online municipal real estate auctions, including tax-foreclosed property sales for 17 other counties across New York State.

In 2025 alone, we conducted 25 municipal real estate auctions, selling 944 parcels and achieving an average of more than \$1 million in total sale value per auction. Our platform has facilitated over \$85 million in government property sales over the past five years, demonstrating our ability to manage high-volume, high-value Article 11 auctions with precision and scale.

The online format allows us to deploy the full strength of our technology and outreach capabilities, especially for large-volume sales as needed by Warren County:

- ◆ AI-powered search tools and real-time updates that help bidders easily navigate large catalogs;
- ◆ Robust bidder vetting and registration processes that ensure compliance and reduce administrative burden;
- ◆ Comprehensive property listings, photography, and GIS mapping that give bidders confidence to compete;
- ◆ Broad marketing reach that attracts buyers locally, statewide, and nationwide.

Combined with our hands-on support -- property cataloging, targeted marketing, bidder assistance, payment collection, and detailed reporting -- this model creates a seamless, transparent, and highly competitive auction environment.

For Warren County, continuing with an online-only auction is the most effective strategy to increase bidder turnout, drive higher sale prices, and streamline County operations to recover tax revenue.

<b>Cost Analysis-Tax Foreclosure Auction</b>	<b>Live</b>	<b>Online</b>
Buyer's Premium	6-8.77%	6-8.77%
Buildings & Grounds Employee- approximately 6 hours	190	0
Utilities-Electric, Water, etc	nominal	0
Sheriff- approximately 4 hours (reg vs OT pay dependent on staffing for the day)	315.52-401.64	0
County profit	ONLY what is owed in taxes & fees	ONLY what is owed in taxes & fees