

OCCUPANCY TAX COMMITTEE

DATE: December 3, 2010

AGENDA

Committee Supervisors:

William H. Kenny, Chairman

Eugene J. Merlino

Ralph W. Bentley

Fred Champagne

Sterling T. Goodspeed

Frank McCoy

Ronald F. Conover

- I. Committee meeting called to order by Chairman.**
- II. Motion to approve minutes of meeting held on September 30, 2010.**
- III. Report on Revenues from County Treasurer.**
- IV. Action Agenda:**
 - A. Discuss \$25,000 funding of the Lake George Village Information Center. (currently in 2011 budget)**
 - B. Approve RFP for Sales/Special Event/Convention Agency/Association position.**
 - C. Proposal from DPW Committee (Airport) to fund 50% of \$21,000 (anticipated overtime costs for 2011 Balloon Festival event) from Occupancy Tax funding. Remaining 50% to be funded by the Adirondack Balloon Festival Committee.**
 - D. Proposal from Mayor Blais to use some funds for public safety during events.**
 - E. Reminder: December 10th is Occupancy Tax Workshop from 9:00 AM to 12:00 PM. – Applications to be distributed. Bring applications back to workshop.**
- V. Old Business - none**
- VI. Report of activities from Sales/Special Events Convention Coordinator.**
- VII. Adjourn**

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Tourism

DATE: December 3, 2010

- (a) Is this a Result of a Bid or Request for Proposal? Yes
- (b) Purpose of Contract: To authorize a contract for 2011 for a Sales/Special Event/Convention Agency/Association
- (c) Name of Contractor: Lake George Regional Chamber of Commerce
- (d) Address of Contractor: 2176 State Route 9, PO Box 272, Lake George, NY
- (e) Contractor's Contact Person and Telephone Number: Luisa Craige-Sherman 518- 668-5755; (fax) 518-668-4286
- (f) Has or will the Contract be provided, if so, please attach: no
- (g) Commencement Date of Contract: January 1, 2011
- (h) Termination Date of Contract: December 31, 2011
- (i) Payment Provisions:
- i) lump sum amount N/A
 - ii) hourly rate amount N/A
 - iii) Total amount not to exceed 55,000.00
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project etc. monthly
- (j) Where are the Funds for this Contract ? List Budget Code, (with title), Object Code (with title), and Amount: OR Capital Project OR Capital Reserve Project Number, and Title, and Amount: A.6417 470 (Contract); not to exceed \$55,000.00

Warren County Board of Supervisors

RESOLUTION NO. 314 OF 2009

Resolution introduced by Supervisors Kenny, Tessier, Merlino, Bentley, Champagne, Simmes and Goodspeed

ACCEPTING PROPOSAL AND AUTHORIZING AN AGREEMENT WITH THE LAKE GEORGE CHAMBER OF COMMERCE FOR AN EVENT COORDINATOR - OCCUPANCY TAX

WHEREAS, the goal of Warren County is to increase new convention/conference business in Warren County by increasing and recruiting new, major, multi-day festivals or special events to be held in Warren County, and

WHEREAS, a Request for Proposals for a Sales/Special Event Convention Coordinator (WC 52-09) produced a sole bidder, Lake George Chamber of Commerce, 2176 State Route 9, PO Box 272, Lake George, New York for an Event Coordinator, now, therefore, be it

RESOLVED, that the Warren County Board of Supervisors, accept the proposal of the Lake George Chamber of Commerce for an amount not to exceed Fifty - ~~five~~ ^{55,000} Thousand Dollars (~~\$50,000~~) annually, ~~to be pro-rated based upon~~ ^{??} the date of execution of the contract, for a term commencing upon execution and terminating on December 31, ~~2009~~ ²⁰¹¹, and be it further

RESOLVED, that the Chairman of the Board of Supervisors be, and hereby is, authorized to execute any and all documents necessary to carry out the preambles of this resolution in a form approved by the County Attorney.