

**OCCUPANCY TAX COMMITTEE  
DATE: August 1, 2013  
AGENDA**

**Committee Supervisors:**  
**William H. Kenny, Chairman**  
**Eugene J. Merlino**  
**Ralph W. Bentley**  
**Ronald F. Conover**  
**Dennis L. Dickinson**  
**Edna Frasier**  
**William Mason**

- I. Committee meeting called to order by Chairman.**
- II. Motion to approve minutes of meeting held on May 1, 2013.**
- III. Report on Revenues from the County Treasurer.**
- IV. Action Agenda:**
  - Coopers Cave Tournament cancelled due to rain in July - \$1000 unused**
  - Village/Town of Lake George requesting \$50,000 for multi-media attraction – see attached letter**
  - Lake George Regional Chamber of Commerce – request to pay \$25,000 in advance, rather than on reimbursement basis for upgrades at Exit 17 Information Center.**
- V. Old Business/Pending items: none**
- VI. New Business : if any**
- VII. Adjourn**

**Grant, Leisa**

---

**From:** Thomas Burns [tjjburns@hotmail.com]

**Sent:** Thursday, July 18, 2013 3:59 PM

**To:** Grant, Leisa

**Subject:** RE: Coopers Cave Tournament

Ms. Grant,

As we discussed on the phone, due to poor weather at the beginning of the Season, we were unable to schedule our July Tournament in the Warren County area.

Hopefully, we will be back on board next year.

Thank you for your support of American Legion Baseball.

Thomas J. Burns  
American Legion Post 233  
Glens Falls, New York.

---

Subject: Coopers Cave Tournament  
Date: Thu, 18 Jul 2013 15:55:04 -0400  
From: grantl@warrencountyny.gov  
To: tjjburns@hotmail.com

Good Afternoon, Mr. Burns:

Please confirm that the above tournament will not be happening this year, so that I can advise the Occupancy Tax Coordination Committee. Thank you so much! Leisa

Leisa Grant  
1340 State Route 9  
Lake George, NY 12845  
Principal Account Clerk  
518.761.6370  
[grantl@warrencountyny.gov](mailto:grantl@warrencountyny.gov)

7/30/2013



## VILLAGE OF LAKE GEORGE, NEW YORK

P.O. BOX 791  
12845

ROBERT M. BLAIS  
Mayor

DARLENE V. GUNTHER  
Clerk-Treasurer



TRUSTEES  
John Earl  
Ray Perry  
John Root  
Joseph Mastrodomenico, Jr.  
ENFORCEMENT OFFICER  
Douglas Frost  
518-668-5771  
Fax: 518-668-3735  
E-mail: lgville@nycap.rr.com

July 17, 2013

William Kenny, Chairman  
Warren County Occupancy Tax Committee  
1340 State Route 9  
Lake George, NY 12845

Dear Bill:

The Village and Town of Lake George are preparing a grant application for a unique multi-media attraction in Lake George.

This presentation will include displays throughout the Village, light shows and a massive 3-D film presentation on the Fort William Henry walls and over the lake. It will be the most exciting, unique attraction to hit the area in years and is done over 5-6 days to keep tourists here.

To match the grant the Town and Village are pledging a minimum of \$200,000 each. We would like to apply to the Occupancy Tax committee for \$50,000.

We have a power point presentation ready if we could get on your next agenda.

Please advise. Our grant application deadline is August 15, 2013.

Thank you.

Sincerely,

Robert M. Blais  
Mayor

cc: Dennis Dickinson, Supervisor  
Vinnie Crocitto, Councilman  
Lisa Nagle, Elan Planning

RMB/das



PROPOSAL

PRESENTED TO WARREN COUNTY OCCUPANCY TAX COMMITTEE

REGARDING

MANAGEMENT OF THE INFORMATION CENTER  
LOCATED BETWEEN EXITS 17 & 18, ADIRONDACK NORTHWAY (I-87)

MAY 2013 through MAY 2014

WARREN COUNTY CONTRIBUTION	\$25,000
PROJECTED EXPENSES	
CTM HOSPITALITY E-BOARD KIOSK	\$ 9,550
HI-DEF DIGITAL DISPLAY SCREENS	\$ 1,000
COMPUTER PURCHASE	\$ 750
INTERNET ACCESS / MONTHLY FEES	\$ 8,000
EXTERIOR AND INTERIOR SIGNAGE	\$ 2,500
FF&E - FURNITURE, FIXTURES, ELECTRICAL	\$ 1,700
OFFICE & OPERATING SUPPLIES	\$ 1,500
TOTAL EXPENSES - NOT INCLUDING PAYROLL	\$25,000

Warren County  
Occupancy Tax  
2013

2013 Revenues

Revenue Collected through 7/26/13	\$ 884,099.11
Revenue Collected through 7/26/12	\$ 843,640.03
Increase/(Decrease) from 2013	<u>\$ 40,459.08</u>
Increase/(Decrease) from 2013	4.58%

Occupancy Tax Fund Balance

General Ledger Balance at 12/31/12	2,496,472.28
Appropriated 2013 Budget, Carry over for cash flow	(1,890,353.00)
Occupancy Tax Fund Balance at 12/31/12	<u>606,119.28</u>
Res #163 '13; Appropriate for Shortfall in Special Events Funding	(10,470.00)
Res #164 '13; Appropriate for Legal Expenses-BAN-Gaslight Village	(3,298.40)
Res #320 '13; Install Plexiglass over Town Posters	(800.00)
Res #320 '13; Assist LG Chamber in Exit 17 Information Center	(25,000.00)
Res #320 '13; Payment to Towns exceeded budget	(39,827.00)
Res #320 '13; Village of Lake George's Save Our Lake Blues Festival	(2,500.00)
Fund Balance Less Resolutions	<u>524,223.88</u>

Designated Reserve;	(500,000.00)
Balance Available as of July 31, 2013	<u>24,223.88</u>

Reserve Balances Prior Years

<u>2004</u>		<u>2008</u>	
G/L Balance	2,049,475.22	G/L Balance	2,542,772.45
Approp 2005 Budget	(1,500,000.00)	Approp 2009 Budget	(2,320,000.00)
	<u>549,475.22</u>		<u>222,772.45</u>
<u>2005</u>		<u>2009</u>	
G/L Balance	2,280,971.34	G/L Balance	2,408,097.77
Approp 2006 Budget	(2,150,000.00)	Approp 2010 Budget	(1,650,000.00)
	<u>130,971.34</u>		<u>758,097.77</u>
<u>2006</u>		<u>2010</u>	
G/L Balance	2,247,400.00	G/L Balance	2,656,100.01
Approp 2007 Budget	(2,150,000.00)	Approp 2011 Budget	(1,486,870.00)
	<u>97,400.00</u>		<u>1,169,230.01</u>
<u>2007</u>		<u>2011</u>	
G/L Balance	2,481,414.57	G/L Balance	2,714,786.13
Approp 2008 Budget	(2,150,000.00)	Approp 2012 Budget	(1,866,673.00)
	<u>331,414.57</u>		<u>848,113.13</u>

Warren County  
 Payments Due to Towns for Occupancy Tax  
 For Year Ended 12/31/12  
 To be paid to towns in May, 2013

Total Revenue Recorded	3,533,154.97		
25% of Total Revenue	883,288.74		
Less: \$30,000 Paid to Each Town Previously	<u>(390,000.00)</u>		
	<u>493,288.74</u>		
		Adjusted Percentages to	
		Accommodate for Receivab	
Bolton (23.47%)	115,774.87	829,104.96	23.4664%
Chester (1.12%)	5,524.83	39,478.25	1.1174%
City of Glens Falls (2.24%)	11,049.67	79,097.72	2.2387%
Hague (0.73%)	3,601.01	25,997.00	0.7358%
Horicon (0.74%)	3,650.34	26,106.85	0.7389%
Johnsburg (1.31%)	6,462.08	46,230.67	1.3085%
Lake George (24.64%)	121,546.35	870,768.16	24.6456%
Lake Luzerne (0.79%)	3,896.98	27,803.59	0.7869%
Queensbury (24.61%)	121,398.36	869,529.41	24.6106%
Stony Creek (0.25%)	1,233.22	8,813.10	0.2494%
Thurman (0.08%)	394.63	3,044.74	0.0862%
Village of Lake George (19.66%)	96,980.57	694,539.72	19.6578%
Warrensburg (0.36%)	1,775.84	12,640.80	0.3578%
	<u>493,288.74</u>	<u>3,533,154.97</u>	<u>100.0000%</u>

Warren County												
Tourism Expenditures												
2004-2013 Summary												
G/L Code	G/L Description	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	(through 6/30)
A.6417 110	Salaries - Regular				342,355.76	343,202.88	337,978.85	325,926.81	327,056.63	335,655.73	166,520.03	
A.6417 120	Salaries - Overtime				9,210.38	7,941.69	6,774.44	2,861.04	6,280.34	5,717.17	5,384.14	
A.6417 130	Salaries - Part Time				5,421.42	4,316.68	4,873.99	7,823.35	12,097.16	12,890.71	10,233.85	
A.6417 210	Furniture/Furnishings										156.50	
A.6417 220	Office Equipment			7,376.25	830.07	240.00		197.00	334.89	9,028.82	4,041.67	
A.6417 230	Automotive Equipment			226.48								
A.6417 260	Other Equipment			744.00				729.01				
A.6417 410	Supplies				1,950.00							
A.6417 418	Ins-General Liability				37,114.99	24,959.19	13,530.87	19,563.20	10,477.68	7,503.19	8,403.08	
A.6417 421	Equipment Rental				480.68	484.35	320.18	329.71	308.37	247.32	193.75	
A.6417 422	Repair/Maint.-Equipment				7,271.09	3,073.64	2,814.88	3,100.14	2,803.20	1,637.35		
A.6417 423	Telephone				3,044.42	1,343.09	1,213.98	46.40	324.51			
A.6417 424	Postage				230,455.80	260,109.26	249,083.34	247,715.24	1,230.06	1,386.85	888.72	
A.6417 426	Subscriptions			52,956.56	275.00	275.00	425.00	425.00	2,293.29	1,818.29	90,398.19	
A.6417 427	Memberships & Dues				5,526.00	4,629.00	4,894.00	6,082.00	4,664.00	4,764.43	1,343.29	
A.6417 428	Data Processing & Internet Fees				850.00	14,993.00	37,822.20	45,706.18	24,012.19	28,360.00	7,000.00	
A.6417 436	Advertising Fees			3,453.88								
A.6417 441	Auto-Supplies & repair				276.98	281.21	534.20	589.69	705.36	73.48	338.13	
A.6417 442	Automotive - Gas & Oil				999.15	1,478.82	927.67	1,034.30	1,225.32	971.03	338.13	
A.6417 444	Travel/Education/Conference			488.62	11,222.47	15,485.52	14,153.72	14,339.36	12,898.70	11,473.00	9,784.06	
A.6417 445	Foods				63.89							
A.6417 469	Other Payments/Contributions				758,493.44	847,016.86	848,043.59	736,830.09	819,999.67	843,462.00	493,288.74	
A.6417 470	Contract			407,500.00		720,124.09	406,644.55	301,299.05	560,287.25	790,419.75	224,800.22	
A.6417 471	Administration			962,210.79	1,297,908.89							
A.6417 480	Tourism-Special Events											
A.6417 480.01	Bicentennial Citizens Advisory Committee						327,094.21	325,142.63	311,878.72	382,194.92	67,470.00	
A.6417 481	Tourism Promotion								888.00	10,000.00		
A.6417 810	Retirement			131,656.30	1,579,252.15	970,264.70	893,455.58	980,400.07	983,162.19	1,013,107.24	292,308.19	
A.6417 830	Social Security						24,583.51	33,276.42	47,801.35	59,910.64	34,770.28	
A.6417 831	Medicare Contribution						21,122.00	20,376.62	20,889.33	21,884.27	10,899.24	
A.6417 840	Workmen's Compensation						4,938.82	4,765.50	4,892.45	5,007.39	2,549.02	
A.6417 860	Hospitalization						716.00	65,700.85	73,922.53	1,375.97	1,910.13	
A.6417 861	Retirees Hospitalization								8,453.60	79,247.62	47,386.11	
A.6417 862	EPO Co-Pay									11,899.08	5,893.80	
A.6417 865	Dental Insurance									385.00	90.00	
Total		544,395.72	2,531,951.56	3,235,355.87	3,512,802.71	3,220,274.37	3,273,238.68	1,032.00	3,158,582.14	3,495,615.91	3,905,471.76	1,580,162.14

First half and Second half collections of Bed Tax

January to June 2010	561,816.15
July to December 2010	2,718,182.53
Total 2010 Collected	3,279,998.68

January to June 2011	530,597.53
July to December 2011	2,843,250.49
Total 2011 Collected	3,373,848.02

January to June 2012	607,378.27
July to December 2012	2,925,776.70
Total 2012 Collected	3,533,154.97

Collected Bed Tax less Expences

Collected bed tax in 2010	3,279,998.00
2010 Expences	3,158,582.00
Difference	121,416

Collected bed tax in 2011	3,373,848
2011 Expences	3,495,615
Difference	-121,767

Collected bed tax in 2012	3,533,154
2012 Expences	3,905,471
Difference	-372,317

Total 2 year Loss	<u>493,733</u>
-------------------	----------------