

Warren County Board of Supervisors

Committee: Park Operations & Management (O&M)

Date: July 29, 2013

Committee Members Present:

Supervisors Monroe
Merlino
Kenny
Dickinson

Others Present:

Jeffery Tennyson, Superintendent of the
Department of Public Works
Kate Johnson, Director of Tourism
Kevin B. Geraghty, Chairman of the Board
JoAnn McKinstry, Assistant to the County
Administrator
Amanda Allen, Deputy Clerk of the Board
Frank E. Thomas, Budget Officer
Supervisors Bentley
Conover
Loeb
Mason
Montesi
Strainer
Taylor
Mike Swan, County Treasurer
Robert Blais, Mayor of the Village of Lake
George
Michael Consuelo, Executive Director of the Lake
George Chamber of Commerce
William Lamy, Project Management Executive
Committee Member
Walt Lender, Executive Director, Lake George
Association
Fred Austin, Fort William Henry
Don Lehman, *The Post Star*
Thom Randall, *Adirondack Journal*
Nicole Livingston, Second Deputy Clerk

Mr. Monroe called the meeting of the Park Operations & Management (O&M) Committee to order at 10:52 a.m.

Motion was made by Mr. Kenny, seconded by Mr. Dickinson and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Copies of the agenda were distributed to the Committee members; *a copy of same is on file with the minutes.*

Mr. Monroe advised the first item on the Agenda pertained to the Park Rules/Use Permit and recalled that the County Attorney had forwarded the Rules to the Committee members for review. He questioned if there were any concerns or issues with the Rules or Permit as drafted and further acknowledged that the proposed draft was based on the Village of Lake George's Park Rules and Use Permit documents. Robert Blais, Mayor of the Village

of Lake George, noted the Village would incorporate the County's Park Rules/Use Permit into their local law, as would the Town of Lake George. In response to an inquiry, Mayor Blais affirmed that he currently signed and authorized the Use Permits for the Festival Space. Mr. Monroe added the County Attorney was still in the process of finalizing the Park Rules/Use Permit documents.

Mr. Monroe stated the next Agenda item concerned the Park Construction Schedule/TEP (Transportation Enhancement Program) and Festival Space. Jeffery Tennyson, Superintendent of Public Works, informed he would be meeting with Elan Planning this week to encourage the Festival Space plans to go out to bid as soon as possible, and he would be requesting approval to authorize a new contract for that work in the Gaslight Village Ad Hoc Committee meeting.

Mr. Monroe apprised the next item was with regard to the Park Maintenance Plan and the proposal submitted by the Village of Lake George. Mr. Tennyson reminded the Committee members of the Village's proposal in which their forces would conduct the routine maintenance on the Park and he opined that seemed appropriate given their forces and equipment were located nearby. An agreement or contract, he continued, would need to be structured to allow reimbursement for the Village's labor against the County budget. Mayor Blais interjected another meeting would be beneficial in order for the Attorney's to draft an agreement and added the Village would be seeking at flat fee for their services. Mr. Monroe remarked that he felt the proposal was very reasonable. Mr. Tennyson noted a budget for the Park still needed to be established, although there was currently a County budget code in place for repairs and it would need to be developed further in the future. He stated it was presumed that there would be corresponding revenue to offset the anticipated expenses. Mr. Monroe mentioned the Mayor had questioned the amount of money available in the parking account and he reported there was \$48,000, not including any revenue from this year; Mr. Monroe estimated the 2013 revenues to be approximately \$10,000.

Mr. Monroe continued the Agenda review with Referrals, noting the first item concerned the Park Maintenance Schedule, which Mr. Tennyson had advised they were still working on and would report back to the Committee at the next meeting. Mr. Tennyson said the next item was the Park Rules which had been reviewed and re-drafted by the County Attorney and would be returned to the Committee when the Village and the Town were ready take action.

Mayor Blais provided an update on the Big Apple Circus event that had recently taken place. He noted there had been a decrease in attendance this year which he attributed to the weather and the extreme heat during the circus. He also acknowledged the lack of signage informing that the tent was air conditioned, which could have increased attendance. Mayor Blais added that a few days into the event, they had been able to place signs on Beach Road and Route 9 advising where tickets could be purchased which had led to a spike in attendance. He reiterated the importance of signage on Beach Road and Route 9 for any activities or events held on the Festival Space. Mr. Tennyson suggested the Committee consider either purchasing portable message boards or designating a budget to cover the cost of renting them, noting the cost to purchase the message boards would be approximately \$16,000 to \$20,000. Mayor Blais recalled that discussions had been held about purchasing an LED sign for the Park and that was being included in the

grant application being submitted by the Village for the last phase of the Park. He recommended utilizing a portion of the funds already on hand for park maintenance if matching funds were needed for this purchase which would result in a permanent LED sign for the Park.

Mr. Loeb mentioned that he had taken his grandchildren to the Big Apple Circus and he thought it was a fantastic show. He noted he had used a coupon that provided \$5 off the regular ticket price; however, he said, the coupon was only accepted Monday through Friday, although that was not printed on the coupon. He expressed his opinion that it seemed deceiving and suggested that the coupon be clearly marked so that others would not be deterred from attending the event.

Mr. Monroe wondered if Committee action was necessary to adopt the Park Rules and Mr. Tennyson replied in the negative, noting the Village and/or the Town of Lake George would need to adopt a local law. He added the County Attorney would be preparing a resolution in the future that would outline the delegation of authority and would encompass the Park Rules and Use Permit.

As there was no further business to come before the Park Operations & Management (O&M) Committee, on motion made by Mr. Dickinson and seconded by Mr. Kenny, Mr. Monroe adjourned the meeting at 11:06 a.m.

Respectfully submitted,

Nicole Livingston, Second Deputy Clerk