

**Occupancy Tax Coordination Committee
Warren County Tourism Department
AGENDA
February 27, 2018**

Committee Members:

D. Dickinson, Chairman
E. Merlino
M. Simpson
J. Strough
D. Beaty
E. Frasier
C. Leggett
K. Geraghty
B. Driscoll

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- I. Committee meeting called to order by Chairman Merlino.
 - II. Motion to approve minutes of January 26, 2018 Occupancy Tax Coordination Meeting.
 - III. Report on Revenues from the County Treasurer
 - IV. Lake George CVB Update - Kristen Hanifin, Special Events & Convention Sales Director
 - V. Action Agenda:
 - CVB to provide details of ATTA ELEVATE 2019 event,
 - CVB to request County assistance and support for ATTA ELEVATE 2019 event with funding, by co-signing the event contract and by considering administering the Market NY CFA grant of \$166,410 at the County.
Rationale: Currently there is a high level of support for this event from I LOVE NY, DE and NYS Parks.
 - VI. Privilege of the Floor to discuss any additional items to come before Committee.
 - VII. Motion to adjourn.
 - VIII. Pending item:
Chairman working on setting up a presentation by representatives of Airbnb to take place at a future committee meeting. (02.02.17)

Attachment #1 - CVB report for January 2018

Attachment #2 - Overview of ATTA 2019 Elevate event

Attachment #3 - Plan of Finance

Attachment #4 - 2019 AdventureElevate ATTA Event Service Agreement

Attachment #5- Resolution Request - Support the CVB for ATTA ELEVATE 2019 with funding

Attachment #6 - Resolution Request - Support the CVB by co-signing The ATTA ELEVATE agreement

Attachment #7 - Resolution Request – Agreement to administer CFA/Market NY grant

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: TOURISM

DATE: 2/27/18

- (a) Purpose of Request:
Resolution to support the Lake George Regional Chamber of Commerce and CVB in their efforts to hold ATTA ELEVATE 2019 in the Lake George area by co-signing the agreement.

- (b) Details:
This event will attract over 300 international tour operators, receptive tour operators and media to the region.

- (c) Previous Resolution Number:
none

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:
No funds required at this time.

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

* as listed in budget and LOGOS

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MISCELLANEOUS

**Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
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DEPARTMENT NAME: TOURISM

DATE: 2/27/18

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Resolution to support the Lake George Regional Chamber of Commerce and CVB in their efforts to hold ATTA ELEVATE 2019 in the Lake George area by funding the agreement.

(b) Details:

This event will attract over 300 international tour operators, receptive tour operators and media to the region.

(c) Previous Resolution Number:

none

(d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

881.00 Reserve - Occupancy Tax \$84,000

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

* as listed in budget and LOGOS

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: TOURISM

DATE: 2/27/18

(a) Purpose of Request:

**To appropriate \$84,000 from A.881, Reserve-Occupancy Tax to A.6417 480.02
Tourism- Convention Event Development Fund to pay upfront expenses for the
ATTA ELEVATE 2019 conference in Warren County.**

(b) Details:

**The Lake George Regional Chamber of Commerce and CVB, Inc. has secured a
CFA/Market NY grant for \$166,410. The Occupancy Tax Coordination Committee
has agreed to co-sign the ATTA ELEVATE agreement and fund the conference,
subject to reimbursement over a 9-12 month period from New York State funds.**

(c) Previous Resolution Number:

(d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and
Amount:

A.881, Reserve-Occupancy Tax \$84,000

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

* as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 20

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Please attach any backup information available and be as detailed as possible.*

DEPARTMENT NAME: TOURISM

DATE: 2/27/18

(a) Purpose of Request:

Resolution to support the Lake George Regional Chamber of Commerce and CVB in their efforts to hold ATTA ELEVATE 2019 in the Lake George area by administering the CFA/Market NY grant

(b) Details:

(c) Previous Resolution Number:

none

(d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

No funds required at this time.

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

* as listed in budget and LOGOS

WARREN COUNTY TREASURER

MICHAEL R. SWAN
County Treasurer

ROBERT V. LYNCH II
Deputy Treasurer

OCCUPANCY TAX REPORT

Tuesday February 27, 2018

Revenue Collected Through 12/31/17	\$ 4,282,940.47
Revenue Collected Through 12/31/16	<u>4,127,091.39</u>
Increase/Decrease for 2017 over 2016	155,849.08
Percent Change	3.64%

This is as of February 26, 2018. Figure many change as collections are still coming in.