

**Occupancy Tax Coordination Committee  
Warren County Tourism Department  
AGENDA  
October 1, 2019**

Committee Members:

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

- 
- I. Committee meeting called to order by Chairman Dickinson.
  - II. Motion to approve minutes of August 28, 2019 Occupancy Tax Coordination Meeting.
  - III. Report on Revenues from the County Treasurer
  - IV. Action Agenda:
    - Review 2020 Occupancy Tax budget
  - VI. Privilege of the Floor to discuss any additional items to come before Committee.
  - VII. Motion to adjourn.

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

**WARREN COUNTY BUDGET SUMMARY SHEET**

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2020 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Tourism/Occupancy - Occupancy Tax  
BUDGET ACCOUNT CODE: A.6417 0002

OBJECT CODES	2018 EXPENDITURES	2019 ADOPTED	2019 AMENDED	2020 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$2,674,753.47	\$2,803,000.00	\$2,796,149.00	\$3,181,500.00
<b>TOTALS</b>	<b>\$2,674,753.47</b>	<b>\$2,803,000.00</b>	<b>\$2,796,149.00</b>	<b>\$3,181,500.00</b>

2018 REVENUES	2019 ADOPTED REVENUES	2019 AMENDED REVENUES	2020 DEPARTMENT REQUESTS
\$1,847,656.00	\$2,543,698.00	\$2,543,698.00	\$2,583,064.00

SIGNED:

\_\_\_\_\_  
DEPARTMENT HEAD

TITLE:

\_\_\_\_\_

DATE:

\_\_\_\_\_

Account	Account Description	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2019 Actual Amount	2020 Departmental Request
Fund	<b>A - General</b>					
	REVENUE					
	Department <b>6417 - Tourism/Occupancy</b>					
	Sub Department <b>0002 - Occupancy Tax</b>					
	<i>Non-Property Tax Items</i>					
1113	Tax - Hotel Room Occupancy	1,847,656.00	2,543,698.00	2,543,698.00	.00	2,583,064.00
	<i>Non-Property Tax Items Totals</i>	<u>\$1,847,656.00</u>	<u>\$2,543,698.00</u>	<u>\$2,543,698.00</u>	<u>\$0.00</u>	<u>\$2,583,064.00</u>
	Sub Department <b>0002 - Occupancy Tax Totals</b>	<u>\$1,847,656.00</u>	<u>\$2,543,698.00</u>	<u>\$2,543,698.00</u>	<u>\$0.00</u>	<u>\$2,583,064.00</u>
	Department <b>6417 - Tourism/Occupancy Totals</b>	<u>\$1,847,656.00</u>	<u>\$2,543,698.00</u>	<u>\$2,543,698.00</u>	<u>\$0.00</u>	<u>\$2,583,064.00</u>
	REVENUE TOTALS	<u>\$1,847,656.00</u>	<u>\$2,543,698.00</u>	<u>\$2,543,698.00</u>	<u>\$0.00</u>	<u>\$2,583,064.00</u>

Account	Account Description	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2019 Actual Amount	2020 Departmental Request
Fund <b>A - General</b>						
EXPENSE						
Department <b>6417 - Tourism/Occupancy</b>						
Sub Department <b>0002 - Occupancy Tax</b>						
<i>Contractual Expense</i>						
469	Other Payments/Contributions	1,487,976.98	1,600,000.00	1,520,149.00	1,125,737.08	1,626,500.00
	Comments					
	Level					
	Departmental Request					
	Comment					
	Departmental Request					
471	Administration	125,000.00	130,000.00	130,000.00	130,000.00	135,000.00
	Comments					
	Level					
	Departmental Request					
	Comment					
	Departmental Request					
480	Tourism-Special Events	203,000.00	193,000.00	338,500.00	112,500.00	285,000.00
480.02	Tourism - Convention Event Development Fund	250,000.00	250,000.00	250,000.00	187,500.00	250,000.00
	Comments					
	Level					
	Departmental Request					
	Comment					
	Departmental Request					
480.03	Tourism - Special Event Discretionary Fund	.00	75,000.00	2,500.00	.00	80,000.00
480.04	Tourism - Warren County Projects	158,776.49	5,000.00	5,000.00	3,275.00	5,000.00
	Comments					
	Level					
	Departmental Request					
	Comment					
	Departmental Request					
480.05	Tourism - Business Promotion	325,000.00	425,000.00	425,000.00	325,000.00	575,000.00
	Comments					
	Level					
	Departmental Request					
	Comment					
	Departmental Request					
480.07	Warren County Environmental Projects	125,000.00	125,000.00	125,000.00	125,000.00	125,000.00
	Comments					
	Level					
	Departmental Request					
	Comment					
	Departmental Request					
480.08	Tourism - Civic Center Capital Costs	.00	.00	.00	.00	100,000.00
	<i>Contractual Expense Totals</i>	<u>\$2,674,753.47</u>	<u>\$2,803,000.00</u>	<u>\$2,796,149.00</u>	<u>\$2,009,012.08</u>	<u>\$3,181,500.00</u>
	Sub Department <b>0002 - Occupancy Tax Totals</b>	<u>\$2,674,753.47</u>	<u>\$2,803,000.00</u>	<u>\$2,796,149.00</u>	<u>\$2,009,012.08</u>	<u>\$3,181,500.00</u>
	Department <b>6417 - Tourism/Occupancy Totals</b>	<u>\$2,674,753.47</u>	<u>\$2,803,000.00</u>	<u>\$2,796,149.00</u>	<u>\$2,009,012.08</u>	<u>\$3,181,500.00</u>

Account	Account Description	2018 Actual Amount	2019 Adopted Budget	2019 Amended Budget	2019 Actual Amount	2020 Departmental Request
Fund	<b>A - General</b>					
	EXPENSE TOTALS	\$2,674,753.47	\$2,803,000.00	\$2,796,149.00	\$2,009,012.08	\$3,181,500.00
Fund	<b>A - General</b> Totals					
	REVENUE TOTALS	\$1,847,656.00	\$2,543,698.00	\$2,543,698.00	\$0.00	\$2,583,064.00
	EXPENSE TOTALS	\$2,674,753.47	\$2,803,000.00	\$2,796,149.00	\$2,009,012.08	\$3,181,500.00
Fund	<b>A - General</b> Totals	(\$827,097.47)	(\$259,302.00)	(\$252,451.00)	(\$2,009,012.08)	(\$598,436.00)
	Net Grand Totals					
	REVENUE GRAND TOTALS	\$1,847,656.00	\$2,543,698.00	\$2,543,698.00	\$0.00	\$2,583,064.00
	EXPENSE GRAND TOTALS	\$2,674,753.47	\$2,803,000.00	\$2,796,149.00	\$2,009,012.08	\$3,181,500.00
	Net Grand Totals	(\$827,097.47)	(\$259,302.00)	(\$252,451.00)	(\$2,009,012.08)	(\$598,436.00)

2019 Occupancy Tax Awards						
	Event	Dates	Amount of Award in 2018	Requested for 2019	Awarded 11/20/18	
1	Adirondack Festivals, LLC	5th Annual Adirondack Wine & Food Festival	6/29 & 6/30/19	10,000.00	* 50,000.00	40,000.00
2	Adirondack Hot Air Balloon Festival, Inc.	Balloon Festival	9/19 - 9/22/19	40,000.00	40,000.00	40,000.00
3	Adirondack Sports Complex, LLC	ADKSC Travel Team Fastpitch Softball Tournaments	1/1 - 12/17/19	40,000.00	40,000.00	40,000.00
4	Albany Rods & Kustoms, Inc.	Adirondack Nationals Car Show	9/5 - 9/8/19	25,000.00	40,000.00	25,000.00
5	Americade	Americade	6/3 - 6/8/19	50,000.00	50,000.00	50,000.00
6	Warren County Safe & Quality Biking Organization	Promotion of Bicycling	2019	3,000.00	16,000.00	5,000.00
7	Warrensburg Bike Rally	19th Warrensburg Bike Rally	5/31 - 6/9/19	5,000.00	39,900.00	10,000.00
8	Warrensburg Chamber of Commerce	40th Annual World's Largest Garage Sale	10/4 & 10/5/19	20,000.00	25,000.00	25,000.00
				193,000.00		
9	Lake George Winter Carnival	Lake George Winter Carnival	1/25, wkends in Feb 2019	not funded in 2018	35,000	35,000.00
10	Greater Glens Falls Amateur Athletic Champ. Assoc.	Federation Basketball Boys/Girls	3/22 - 3/24/19	not funded in 2018	20,000	15,000.00
						285,000.00
		* 50,000 total from Warren County, Town of LG, Joint Town/Village fund				
		Funding sources:				
		A.6417.0002 480	Special Event fund			193,000.00
		A.6417.0002 480.03	Discretionary fund			75,000.00
						268,000.00
		Town of Bolton	reduction in 2018 Spending plan amount	A.6417.0002 469		5,667.00
		Town/Village of Lake George	reduction in 2018 Spending plan amount	A.6417.0002 469		5,666.00
		Town of Queensbury	reduction in 2018 Spending plan amount	A.6417.0002 469		5,667.00
						17,000.00
		<b>4/23/19 Occupancy Tax Meeting</b>				
11	Adirondack Race Management	Lake George Triathlon Festival	8/31 & 9/1/19			9,000.00
12	Americade	Block Party	6/7 & 6/8/19			5,000.00
13	Northeastern District Barbershop Harmony Society	Singing contest & convention	5/3 & 5/4/19			9,000.00
14	Planning Department	updated panels in LG Visitors' Center, Beach Rd				6,851.00
						29,851.00
		Funding sources:				
		A.6417.0002 480 - transfer from A.6417.0002 469	Special Event fund			
		<b>6/4/19 Occupancy Tax Meeting</b>				
15	North Creek Business Alliance	3 year commitment for shuttle bus	Transferred fromn .469			12,500
16	PrimeTime Lacrosse Inc.	lacrosse tournament at Golden Goal	"			20,000
17	Hyde Collection	to assist with marketing	"			15,000
						47,500
					<b>TOTAL</b>	<b>362,351.00</b>