

JOINT PARK O&M COMMITTEE MEETING
O&M AGENDA
June 22, 2021

Committee Members: *Merlino*, Dickinson, Magowan, and Geraghty – *Alternate County Member: Hogan*

I. Committee Meeting Call to Order by Chair

II. Approval of Minutes of prior Committee Meeting

III. Action Agenda/New Business Items:

1. Request: Miscellaneous Resolution for fee structure at Charles R. Wood Park
Rationale: Negotiating a fee for the Ice Castles event.

IV. Discussion Items:

- Update on 2021 schedule of events

IV. Referral/Pending Items:

1. Deteriorating wall at Tiki Resort - Mr. Hajos advised a plan would be available in the Spring and Mr. Dickinson advised he would participate in those discussions. (01.20.21) Update: Mr. Hajos advised he planned to inspect the Tiki Resort property along with Messrs. Dickinson and Merlino and speak to the owner to resolve the issue of the deteriorating wall. (03.23.21)

VI. Privilege of the floor and public comment ((please allow for 15 second delay on live stream meetings))

VII. Motion to Adjourn

Attachments: None

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: Park O&M

DATE: 6/22/2021

- (a) Purpose of Request: For park O&M to negotiate a rate structure for Ice Castles for a 3-year term.
- (b) Details: Ice Castles has approached Warren County to use the Festival Space (Charles R. Wood Park) from October through May. Based on Resolution 170 of 2021, the Park O&M committee would negotiate a rate structure based on the following:
- Actual Overhead to provide attendant, utilities, and supplies to service grounds and restrooms.
 - Time of Year
 - Festival Exposure
 - Value to the region in room nights and projected or actual revenue in the community
- Tourism, DPW, Village of Lake George and Committee Chairman Merlino have reviewed event and have calculated the overhead cost for the event to be \$50,000. The \$50,000 cost would be for the first year of the term, with an increase of 10% each additional year
- (c) Previous Resolution Number: 170 of 2021
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

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

* as listed in budget and LOGOS



PROJECTED COSTS TO HOST ICE CASTLES 2021

1.	Set up-October, November, December		
	Breakdown- March, April, May 15 (approx.)	3hrs per day x 150 days x 20	\$9,000
2.	Open Operation: Weekdays 4pm-10pm	55 days x 8 x 20	\$8,800
	Sat./Sun. Noon-10:30pm	22 days x 11x 30	\$7,260
3.	Restrooms: Supplies		\$2,000
	Heat, electricity		\$2,000
4.	Ground rehab; grass, gravel:	Estimated by Green Mgmt	\$9,940
5.	Snow removal: Pathways, entrances, etc. Estimate only, there could be overtime. This is done by DPW not lot attendant		\$5,000
6.	Snow removal for the lot	Completed by DPW Staff and Equipment	\$6,000
	Total		\$50,000

Warren County Board of Supervisors

RESOLUTION NO. 170 OF 2021

**RESOLUTION INTRODUCED BY SUPERVISORS MERLINO, DICKINSON, MAGOWAN AND GERAGHTY -
ALTERNATE COUNTY MEMBER: HOGAN**

AUTHORIZING EVENT FEE RATES FOR THE FESTIVAL COMMONS AT THE CHARLES R. WOOD PARK

RESOLVED, that the event fees for events held at the Festival Commons at the Charles R. Wood Park are listed as follows:

FESTIVAL SPACE - EVENTS UP TO TEN (10) DAYS OF USE:

Festival Space	\$1,500.00	Per day
Set-Up Day(s)	\$500.00	Per day
Tear-Down Day(s)	\$500.00	Per day
Security Deposit	\$500.00	Returnable 14 days after event

FESTIVAL SPACE - SINGLE DAY USE OR ANY PORTION OF ONE DAY:

Mon-Fri Only	\$750.00	One day only
Mon-Fri Only	\$500.00	Not for profit
Set-Up/Tear-Down Day(s)	\$500.00	Per day
Security Deposit	\$500.00	Returnable 14 days after event

Above does not include National Holidays

FESTIVAL SPACE - EVENT OVER TEN (10) DAYS OF USE:

Festival Space	\$1,500.00	First day
Festival Space	\$750.00	Every day thereafter
Set-Up Day(s)	\$500.00	Per day
Tear-Down Day(s)	\$500.00	Per day
Security Deposit	\$500.00	Returnable 14 days after event

*RESOLUTION NO. 170 OF 2021**PAGE 2 OF 2*Define Multiple use days:

Must be a minimum of three (3) separate events under the same sponsorship, promoter, or organization. Open event days must exceed 10 days for all events, and an event attended by patrons must actually be held on each day.

All days must be within one calendar year, January through December.

Extended Event Use - Over thirty (30) days

Park O&M Committee reserves the right to negotiate a rate structure based on the following:

1. Actual overhead to provide attendant, utilities, and supplies to service the grounds and restrooms.
2. Time of year.
3. Festival Exposure.
4. Value to the region in room nights and projected or actual revenue in the community.

* Non-refundable deposit of \$1,000 for first day and \$500 for each additional day is due with Festival Commons area application. Balance and security deposit are due ten (10) days in advance of event.

** The Festival Commons Fee includes: onsite attendant for minor cleanup and changing of trash bags, bathroom cleaning once daily, and use of water (up to 2,000 gallons/day) and electric services.

*** ALL deposits and advanced funds are non-refundable (aside from security deposit), and all event sponsors and sub-contractors/vendors must comply with all County insurance requirements.

and be it further

RESOLVED, that the Warren County Board of Supervisors hereby authorizes the rates for the use of the Festival Commons at Charles R. Wood Park as outlined above until amended or revised by future resolution.