

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: TOURISM & OCCUPANCY TAX COORDINATION

DATE: APRIL 19, 2021

COMMITTEE MEMBERS PRESENT:

SUPERVISORS GERAGHTY
MERLINO
BRAYMER
WILD
HOGAN
BEATY
STROUGH

OTHERS PRESENT:

REPRESENTING THE TOURISM DEPARTMENT:

JOANNE CONLEY, DIRECTOR
LEISA GRANT, PRINCIPAL ACCOUNT CLERK
PAUL TACKETT, ASSISTANT TOURISM COORDINATOR
TANYA BRAND, GROUP TOUR PROMOTER
GINA MINTZER, LAKE GEORGE CHAMBER OF COMMERCE AND CVB,
EXECUTIVE DIRECTOR

JEFF MEAD, COOL INSURING ARENA GENERAL MANAGER

RACHEL E. SEEBER, CHAIRWOMAN OF THE BOARD

RYAN MOORE, COUNTY ADMINISTRATOR

AMANDA ALLEN, CLERK OF THE BOARD

ROBERT TERWILLIGER, FIRST ASSISTANT COUNTY ATTORNEY

FRANK E. THOMAS, BUDGET OFFICER

SUPERVISORS CONOVER

DIAMOND

DICKINSON

DRISCOLL

FRASIER

LEGGETT

MAGOWAN

MCDEVITT

SHEPLER

SMITH

GINELLE JONES, DIRECTOR, PUBLIC HEALTH/PATIENT SERVICES

AMY MCBYRNE, DIRECTOR, COUNTRYSIDE ADULT HOME

DEANNA PARK, DIRECTOR, OFFICE FOR THE AGING

REPRESENTING THE ADIRONDACK CIVIC CENTER COALITION:

ELIZABETH MAHONEY, BOARD MEMBER

DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS

MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

Please note, the following contains a summarization of the April 19, 2020 meeting of the Tourism & Occupancy Tax Coordination Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <https://warrencountyny.gov/mma>

Note: As per Governor Cuomo's Executive Order 202.1: "Article 7 of the Public Officers Law, to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed". All of the Committee members were in attendance aside from Supervisor Strough who participated remotely.

Mr. Geraghty called the meeting of the Tourism & Occupancy Tax Coordination Committee to order at 9:50 a.m.

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

Mr. Geraghty notified there would not be a report by the County Treasurer because he was on vacation.

Privilege of the floor was extended to Joanne Conley, *Tourism Director*, who presented a Power Point Presentation on the Tourism Department's quarterly report, which she reviewed in detail and answered questions posed by the Committee. *A copy of the presentation is on file with the meeting minutes.*

Privilege of the floor was extended to Gina Mintzer, *Lake George Chamber of Commerce and CVB, Executive Director*, who presented a Power Point Presentation, which she reviewed in detail and answered questions posed by the Committee. *A copy of the presentation is on file with the meeting minutes.*

Privilege of the floor was extended to Jeff Mead, *Cool Insuring Arena General Manager*, who provided an update regarding the activities at the Cool Insuring Arena, informing during the first quarter there were no events. He stated youth hockey took place from August 2020-March 2021 and they currently hosted the weekly Farmers Market. He said in the second quarter they held a dance event in May 2020, indicating they lost hockey, basketball and all events. He remarked the Cool Insuring Arena was in good financial shape and there was still two months of improvements to be completed. He apprised he was optimistic for the future. Ms. Braymer notified the City of Glens Falls had allocations to repair the roof. Mr. Mead remarked the roof had deteriorated over the past few years, adding the City owned the building and would have the roof repaired. Mr. Dickinson inquired how much was in the Capital Improvement Fund and Mr. Mead replied \$200,000.

Mr. Geraghty announced an executive session would be necessary to discuss the employment history of a particular individual.

Motion was made by Ms. Braymer, seconded by Mr. Geraghty and carried unanimously to enter into an executive session pursuant to Section 105(d) of the Public Officer's Law.

Executive session was held from 10:52 a.m. until 11:06 a.m.

Upon reconvening, Mr. Geraghty announced a motion was necessary to set the salary for the new Tourism Development/Event Coordinator position at \$63,711.

Motion was made by Mr. Wild, seconded by Ms. Hogan and carried unanimously to set the salary as outlined above and to refer same to the Personnel, Administration and Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

Ryan Moore, *County Administer*, spoke regarding the Occupancy Tax Spending Plan, informing short-term rentals were not registered with the Treasurer and he would like four to six months to develop a plan. Ms. Hogan mentioned it was an opportunity for growth and she was worried about the smaller towns not being able to make a proposal for funding. Ms. Braymer informed the request did not have to be detailed. Mr. Strough suggested to work with the County to aid in the collection of taxes from short-term rentals, advising there needed to be a form for individuals to register. Mr. Moore informed there were about 700 short-term rentals in the County and about 200 of them were registered. Ms. Braymer explained forms were available on the County Treasurers website. Ms. Hogan reported she was concerned that companies that collected occupancy tax were not providing it to the County. Mr. Moore noted

the Treasurers Office was handling that situation. Mr. Dickinson mentioned the Town of Lake George had their own way of handling it. Mr. Strough informed the Treasurers Office used zip codes and the Town of Queensbury had five different zip codes, mentioning it was not a perfect way of locating short term-rentals. Mr. Conover advised in the Town of Bolton they had a program that provided the short-term rentals occupancy tax to the County.

Regarding the Referral/Pending Item, Mr. Geraghty informed the work that was previously done by the Communications Specialist was absorbed by other employees within the department. Ms. Conley voiced that she wanted to keep the unfunded position within the budget. Mr. Geraghty asked if there was any desire to delete the position, but there was none. Mr. Geraghty advised this matter could now be removed from the Pending Items list.

Mr. Geraghty asked if there were any public comments and Don Lehman, *Director of Public Affairs*, replied in the negative.

As there was no further business to come before the Tourism & Occupancy Tax Coordination Committee, on motion made by Ms. Braymer and seconded by Mr. Wild and carried unanimously, Mr. Geraghty adjourned the meeting at 11:41 a.m.

Respectfully submitted,
Molly Ganotes-Gleason, Legislative Office Specialist