

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: OCCUPANCY TAX COORDINATION

DATE: JUNE 20, 2022

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: DICKINSON
MERLINO
WILD
MAGOWAN
GERACI (ZOOM)

COMMITTEE MEMBERS ABSENT:

SUPERVISORS: RUNYON
STROUGH

OTHERS PRESENT:

REPRESENTING THE TOURISM DEPARTMENT:
LEISA GRANT, PRINCIPAL ACCOUNT CLERK
KRISTEN HANIFIN, DEVELOPMENT/EVENT COORDINATOR
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
RYAN MOORE, COUNTY ADMINISTRATOR
LARRY ELMEN, COUNTY ATTORNEY
SARAH MCLLENITHAN, DEPUTY CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS BRAYMER (ZOOM)
HOGAN
LEGGETT
SEEBER (ZOOM)
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
MICHAEL SWAN, COUNTY TREASURER
GINA MINTZER, LAKE GEORGE CHAMBER OF COMMERCE AND CVB,
EXECUTIVE DIRECTOR
NANCY TURNER , REPRESENTING ADK CHRISTKINDLMARKT
REPRESENTING CLIFF & REDFIELD INTERACTIVE:
DAN FORBUSH
BILL WALKER
REPRESENTING THE PLANNING & COMMUNITY DEVELOPMENT
DEPARTMENT:
SARA FRANKENFELD, GIS ADMINISTRATOR
ETHAN GADDY, ASSISTANT COUNTY PLANNER
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

Please note, the following contains a summarization of the June 20, 2022 meeting of the 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: Pursuant to New York State Legislation (S.50001/A.40001): “Notwithstanding the provisions of article 7 of the public officers law to the contrary, any state agency, department, corporation, office, authority, board, or commission, as well as any local public body, or public corporation as defined in section 66 of the general construction law, or political subdivisions as defined in section 100 of the general municipal law, or a committee or subcommittee or other similar body of such entity, shall be authorized to meet and take such action authorized by law without permitting in public in-person access to meetings and authorize 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 in attendance were physically present aside from Mr. Geraci who attended virtually.

Mr. Dickinson called the meeting of the Occupancy Tax Coordination Committee to order at 12:22 p.m.

Motion was made by Mr. Wild, seconded by Mr. Merlino and carried by majority vote of those present (Mr. Geraci, Ms. Runyon and Mr. Strough absent) to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Copies of the Occupancy Tax Coordination agenda were distributed to those in attendance; those participating virtually accessed the agenda via the Warren County website. *A copy of the agenda is on file with the minutes.*

Mr. Geraci entered the meeting at 12:24 p.m.

The meeting Commenced with the Discussion Items portion of the agenda was reviewed, as follows:

- a. Treasurer's Report - a review of the Treasurer's Report was provided by Michael Swan, *County Treasurer*, a copy is on file with the minutes.
- b. Occupancy Tax Special Event Funding Applications were reviewed:
 - i. Warrensburg Bike Rally request for \$10,000. (Carried over from the April 2022 meeting).

Motion was made by Mr. Magowan, seconded by Mr. Merlino and carried by a unanimous vote of those present (*Ms. Runyon and Mr. Strough absent*) to approve the award and authorize agreement with Warrensburg Bike Rally as presented and the necessary resolution was authorized for the July 15th Board Meeting, *A copy of the resolution request form is on file with the minutes.*

- ii. ADK Christkindlmarkt 2022, request for \$25,000. (Carried over from April 2022 meeting - budget information forwarded to Committee). Nancy Turner, *representing Christkindlmarkt*, was in attendance to request \$25,000 in Occupancy Tax funding.

Motion was made by Mr. Magowan, seconded by Mr. Merlino and carried by a unanimous vote of those present (*Ms. Runyon and Mr. Strough absent*) to approve the award and authorize agreement with ADK Christkindmarkt as presented and the necessary resolution was authorized for the July 15th Board Meeting, *A copy of the resolution request form is on file with the minutes.*

Motion was made by Mr. Magowan, seconded by Mr. Wild and carried by a unanimous vote of those present (*Ms. Runyon and Mr. Strough absent*) to appropriate \$35,000 from the Occupancy Tax Reserve fund to Budget Code A.6417 002 480, *Tourism-Special Events*, to fund the approved contract awards and refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

- iii. Six Flag Vampire Bar 2022, request for \$25,000. (Carried over from April 2002 meeting, no response from the applicant for emails sent on May 4th and 5th requesting additional information.)

Motion was made by Mr. Wild, seconded by Mr. Magowan and carried by a unanimous vote of those present (*Ms. Runyon and Mr. Strough absent*) to deny the request.

- c. Occupancy Tax Funding request.
 - i. Cliff and Redfield/Planning Department request for \$8,400 in support for a marketing and communications plan for the First Wilderness National Heritage Corridor. Dan Forbush and Bill Walker from Cliff & Redfield Interactive displayed web pages from Stories from Open Spaces along with a page from Warren County Historians; Challenge website regarding Letterbox Locations and answered question posed by the Committee.

Motion was made by Mr. Magowan, seconded by Mr. Merlino and carried by a unanimous vote of those present (*Ms. Runyon and Mr. Strough absent*) to approve award and authorize an agreement with Cliff and Redfield/Planning Department as presented and the necessary resolution was authorized for the July 15th Board Meeting, *A copy of the resolution request form is on file with the minutes.*

Motion was made by Mr. Wild, seconded by Mr. Merlino and carried by a unanimous vote of those present (*Ms. Runyon and Mr. Strough absent*) to allow Cliff & Redfield Interactive to return next month to apply for additional funding.

Motion was made by Mr. Magowan, seconded by Mr. Wild and carried by a unanimous vote of those present (*Ms. Runyon and Mr. Strough absent*) to appropriate \$8,400 from the Occupancy Tax Reserve fund to Budget Code A.8021 470, *Planning (and Comm. Dev., Contracts)*, to fund the agreement with Cliff and Redfield and refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

The following referrals were reviewed:

- i. County Attorney to provide an update on the Municipal Agreement and Occupancy Tax Spending Guidelines. The County Attorney had asked for responses to review the documents and none were provided. Upon further discussion a motion was made by Mr. Merlino, seconded by Mr. Wild and carried by a unanimous vote of those present (*Ms. Runyon and Mr. Strough absent*) for the County Attorney to review the Occupancy Tax Spending Plan History and Local Law and provide any updates required.
- ii. County Attorney to provide an update and follow up discussion regarding Winterfest. The County Attorney advised they could treat the situation in the manner of a grant, similar to how ARPA funding was distributed. He added going forward they needed to consider whether they wanted to continue in the same manner they had been where the County would receive a benefit from the funding they awarded and a contract and insurance was required to indemnify the County of any legal issues or they could move forward with the grant process pending response from the State Comptroller's Office that it was legally permissible to award occupancy tax in this manner. It was the consensus of the Committee to take no action until the County Attorney received a response from the State Comptroller's Office.

As there was no further business to come before the Occupancy Tax Coordination Committee, on motion made by Mr. Magowan, seconded by Mr. Wild and carried by a unanimous vote of those present (*Ms. Runyon and Mr. Strough absent*) Mr. Geraghty adjourned the meeting at 1:21 p.m.

Respectfully submitted,
Molly Ganotes-Gleason, Legislative Office Specialist