



**Occupancy Tax Coordination Committee
AGENDA
September 26, 2022**

Committee Members: DICKINSON, Merlino, Wild, Magowan, Runyon, Strough and Geraci

Chair of the Board shall serve as an Ex-Officio member when needed in accordance with Section C (4) of the Rules of the Board.

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- I. Committee meeting called to order by Chairman Dickinson
 - II. Motion to approve minutes of the August 22, 2022 Occupancy Tax Committee Meeting.
 - III. Action Agenda/New Business Items: None
 - IV. Discussion Items:
 - a. Occupancy Tax Budget Review 2023, Leisa Grant
 - V. Referrals: None
 - VI. Privilege of the floor and public comment
 - VII. Motion to adjourn

Attachment #1: Occupancy Tax Budget 2023

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

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2023 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

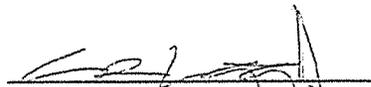
NAME OF DEPARTMENT: Tourism/Occupancy - Occupancy Tax

BUDGET ACCOUNT CODE: A.6417 0002

OBJECT CODES	2021 EXPENDITURES	2022 ADOPTED	2022 AMENDED	2023 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$2,607,736.20	\$3,227,000.00	\$3,941,960.00	\$3,919,500.00
TOTALS	\$2,607,736.20	\$3,227,000.00	\$3,941,960.00	\$3,919,500.00

2021 REVENUES	2022 ADOPTED REVENUES	2022 AMENDED REVENUES	2023 DEPARTMENT REQUESTS
\$4,964,972.15	\$2,681,311.00	\$2,681,311.00	\$3,400,000.00

SIGNED:


DEPARTMENT HEAD

TITLE:

Acting County Administrator

DATE:

9/8/2022

Account	Account Description	2021 Actual Amount	2022 Adopted Budget	2022 Amended Budget	2022 Actual Amount	2023 Departmental Request
Fund A - General						
EXPENSE						
Department 6417 - Tourism/Occupancy						
Sub Department 0002 - Occupancy Tax						
<i>Contractual Expense</i>						
469	Other Payments/Contributions	1,059,609.82	1,250,000.00	1,724,000.00	1,333,996.65	1,855,000.00
469.05	Municipal Application Funding	.00	195,000.00	195,000.00	.00	50,000.00
471	Administration	146,000.00	127,000.00	127,000.00	127,000.00	207,000.00
480	Tourism-Special Events	502,136.39	600,000.00	840,960.00	26,259.95	700,000.00
480.02	Tourism - Convention Event Development Fund	162,500.00	250,000.00	250,000.00	187,500.00	250,000.00
480.03	Tourism - Special Event Discretionary Fund	2,500.00	.00	.00	.00	2,500.00
480.04	Tourism - Warren County Projects	4,989.99	5,000.00	5,000.00	2,300.00	5,000.00
480.05	Tourism - Business Promotion	505,000.00	575,000.00	575,000.00	437,500.00	625,000.00
480.07	Warren County Environmental Projects	125,000.00	125,000.00	125,000.00	125,000.00	125,000.00
480.08	Tourism - Civic Center Capital Costs	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00
<i>Contractual Expense Totals</i>		\$2,607,736.20	\$3,227,000.00	\$3,941,960.00	\$2,339,556.60	\$3,919,500.00
Comments						
<i>Account</i>	<i>Level</i>	<i>Comment</i>				
469	Departmental Request	25% of 2022 collections estimated at \$5,800,000 plus \$405,000 Spending Plan				
469.05	Departmental Request	For Town requests above the Spending Plan amount				
471	Departmental Request	Treasurer's fee: 3% of 2021 Occupancy Tax collections of 6,895,986.61				
480.02	Departmental Request	Civic Center promotion				
480.03	Departmental Request	Lyme Adirondack Forest Company LLC - access to Hague fire tower				
480.04	Departmental Request	Black Dog Designs - Festival Commons website				
480.05	Departmental Request	\$600,000 CVB; \$25,000 LG Visitor's Center				
480.07	Departmental Request	Invasive Species funding for Towns of Chester, Horicon and Lake Luzerne				
480.08	Departmental Request	Civic Center Capital Costs - year 4 of 5				
Sub Department 0002 - Occupancy Tax Totals		\$2,607,736.20	\$3,227,000.00	\$3,941,960.00	\$2,339,556.60	\$3,919,500.00
Department 6417 - Tourism/Occupancy Totals		\$2,607,736.20	\$3,227,000.00	\$3,941,960.00	\$2,339,556.60	\$3,919,500.00
EXPENSE TOTALS		\$2,607,736.20	\$3,227,000.00	\$3,941,960.00	\$2,339,556.60	\$3,919,500.00
Fund A - General Totals						
EXPENSE TOTALS		\$2,607,736.20	\$3,227,000.00	\$3,941,960.00	\$2,339,556.60	\$3,919,500.00
Fund A - General Totals		(\$2,607,736.20)	(\$3,227,000.00)	(\$3,941,960.00)	(\$2,339,556.60)	(\$3,919,500.00)
Net Grand Totals						
REVENUE GRAND TOTALS		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
EXPENSE GRAND TOTALS		\$2,607,736.20	\$3,227,000.00	\$3,941,960.00	\$2,339,556.60	\$3,919,500.00

2023 Budget Request - OT

Budget Year 2023

Net Grand Totals	(\$2,607,736.20)	(\$3,227,000.00)	(\$3,941,960.00)	(\$2,339,556.60)	(\$3,919,500.00)
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OCCUPANCY TAX REVENUE 2004 - 2020						
YEAR	REVENUE	Change in Revenue	CVB contract	% of Revenue		
2004	2,597,870.94					
2005	2,792,447.68	107.49%				
2006	3,033,733.76	108.64%				
2007	3,478,027.50	114.65%				
2008	3,302,214.30	94.95%				
2009	2,947,320.39	89.25%	29,839.00	0.01		
2010	3,279,998.68	111.29%	50,000.00	0.02		
2011	3,373,848.02	102.86%	55,000.00	0.02		
2012	3,533,154.97	104.72%	55,000.00	0.02		
2013	3,707,382.54	104.93%	55,000.00	0.01		
2014	3,814,804.68	102.90%	55,000.00	0.01		
2015	4,148,376.97	108.74%	140,000.00	0.03		
2016	4,171,995.34	100.57%	140,000.00	0.03		
2017	4,331,907.90	103.83%	175,000.00	0.04		
2018	4,510,948.31	104.13%	300,000.00	0.07		
2019	4,864,331.73	107.83%	400,000.00	0.08		
2020	4,238,439.27	87.13%	400,000.00	0.09		
2021	6,895,986.61	162.70%	480,000.00	0.07		
TOTAL	69,022,789.59					
	Projected					
2022	5,800,000.00		550,000.00	0.09		
2023	5,800,000.00		700,000.00	0.12		

	2019 award	2021/2022 award	2023 Recommendation
OCCUPANCY TAX RECIPIENTS IN 2019			
Adirondack Festivals, LLC (Wine & Food Festival)	40,000.00	40,000.00	
Adirondack Hot Air Balloon Festival	40,000.00	40,000.00	
Adirondack Race Mgmt, Inc. (Lake George Triathlon)	9,000.00	15,000.00	
Adirondack Sports Complex	40,000.00	45,000.00	
Albany Rods & Kustoms, Inc.	25,000.00	25,000.00	
Americade (Rally and Block Party)	55,000.00	50,000.00	
Christkindlmarkt	10,000.00	25,000.00	
Greater GF Amateur Athletics	15,000.00	30,000.00	
Hyde Collection	15,000.00	25,000.00	
Lake George Winter Carnival	35,000.00	50,000.00	
Lyme Adirondack Timberlands, LLC		2,500.00	
North Creek Business Alliance	12,500.00		
Northeastern District Barbershop Harmony Society	9,000.00	13,700.00	
Planning Department	6,851.00	8,400.00	
PrimeTime Lacrosse Inc.	20,000.00	30,000.00	
Special Olympics		50,000.00	
WC Safe & Quality Biking (now Adk Cycling Advocates)	5,000.00	20,000.00	
Warrensburg Bike Rally	10,000.00	10,000.00	
Warrensburg Chamber of Commerce	<u>24,708.11</u>	<u>28,000.00</u>	
	372,059.11		507,600.00
Ice Castles			50,000.00

Additional Events Funded in 2022			
Adirondack Folk School	12,000.00		
Greater GF Transit (CDPHP Cycle Program)	10,000.00		
Improv Records	40,000.00		
Independence Day	5,000.00		
LG Arts & Craft Festival	3,000.00		
LG BBQ Festival	3,000.00		
LG Music Festival	25,000.00		
LG Dinner Theatre	5,000.00		
Nearby-Faraway	10,000.00		
		<u>113,000.00</u>	
		670,600.00	700,000.00
Municipal Funding			
Town of Chester (Woofstock)	6,000.00		50,000.00
Ttown of Horicon (Food Truck Fridays)	14,000.00		
Up Yonda	3,000.00		
Village of Lake George	<u>25,000.00</u>		
	48,000.00		
Payments to Towns - \$5,800,000 x 25%			1,450,000.00
Spending Plan			405,000.00
Administration			207,000.00
CVB			600,000.00
Civic Center - Promotion			250,000.00
Civic Center - Capital Costs			100,000.00
Lake George Visitor's Center			25,000.00
Black Dog			5,000.00
Invasive Species funding			125,000.00
Lyme Adirondack - fire tower			<u>2,500.00</u>
			3,919,500.00

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 (Occupancy Tax Coordination Committee)

DATE: 9/26/22

- (a) Purpose of Request: Authorizing agreement with Hood Communications to create an interactive advertising platform for Warren County businesses

- (b) Details: Pursuant to the terms and provisions of the specifications (WC 33-22) and proposal.

- (c) Previous Resolution Number: none

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: A.881.00 - Reserve, Occupancy Tax \$274,800/year

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

* as listed in budget and LOGOS