



Tourism Committee
Warren County Tourism Department
AGENDA
November 21, 2022

Committee Members: MERLINO, Dickinson, Braymer, Wild, Runyon, Strough and Leggett

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.

- I. Committee meeting called to order by Chairman Merlino
 - II. Motion to approve minutes of the October 24, 2022 Tourism Committee Meeting.
 - III. Privilege of the floor and public comment
 - IV. Action Agenda/New Business Items:
 - a. **Resolution Request:** To transfer \$18,500 from A.6417.0001 110 (Salaries - Regular) to A6417.0001 120 (Salaries - Overtime) in the amount of \$1,500; and A.6417.0001 130 (Salaries - Part Time) in the amount of \$17,000
Rationale: To cover additional services performed by the Part-Time Principal Account Clerk and the increased out-of-office activity for social media content production
 - V. Discussion Items: None
 - VI. Referrals: None
 - VII. Privilege of the floor and public comment
 - VIII. Motion to adjourn
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Attachment #1: Resolution Request Form No. 7 – To transfer funds from Salaries-Regular to Salaries-Overtime and Salaries-Part time.

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

DEPARTMENT NAME: TOURISM

SIGNED:

DATE: 11/21/22

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.6417.0001 110	SALARIES - REGULAR	A.6417.0001 120	SALARIES - OVERTIME	\$1,500
A.6417.0001 110	SALARIES - REGULAR	A.6417.0001 130	SALARIES - PART TIME	\$ 17,000

Please state reason for transfers requested: Principal Account Clerk retired from full-time work effective 3/31/22 and became a part-time employee; additional work in field for staff

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Account- Other Payments/Contributions			

Please state reason for transfer request:

Please file original request with Clerk of the Board and retain copy for your records.

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

DATE: 11/21/22

- (a) Purpose of Request: amend Resolution # 410 of 2022 to delete the fourth and sixth paragraphs specifically naming Paul Tackett as Project Director and add tweak the wording in the sixth paragraph to add "starting in the 2023 Matching Funds year, without further need of resolution" as requested by our contact in Empire State Development

- (b) Details: as above

- (c) Previous Resolution Number: Res# 410 of 2022

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: N/A

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

* as listed in budget and LOGOS

Warren County Board of Supervisors

RESOLUTION NO. 410 OF 2022

RESOLUTION INTRODUCED BY SUPERVISORS MERLINO, DICKINSON, BRAYMER, WILD, RUNYON, STROUGH AND LEGGETT

AUTHORIZING APPLICATION TO EMPIRE STATE DEVELOPMENT FOR MATCHING FUNDS FOR PROMOTION OF TOURISM

WHEREAS, Empire State Development is empowered to approve applications from local governments for matching funds to be used for promoting tourism therein, and

WHEREAS, the Tourism Department has recommended that an application for such funds be submitted to Empire State Development for matching funds up to the amount appropriated therefore within the New York State budget, now, therefore, be it

RESOLVED, that the Tourism Department be, and hereby is, authorized and directed to submit an application to Empire State Development, Tourism Matching Funds Program, NYS Division of Tourism, 625 Broadway, Albany, New York 12245, Attn: Matching Funds Program Director, for matching funds up to the amount appropriated therefore within the New York State budget, to be used for the promotion of tourism in Warren County, and be it further

~~RESOLVED, that Paul Tackett, is hereby named Project Director in relation thereto, and be it further~~

RESOLVED, that the Warren County Board of Supervisors hereby certifies to Empire State Development that both the County of Warren and the Tourism Department hereof have been in existence for more than three (3) years, and be it further

RESOLVED, that ^{the} Paul Tackett, Project Director, be, and hereby is, authorized to submit the application to Empire State Development for Matching Funds for promotion of tourism, on an annual basis ^{starting in the 2023} without further need ^{of a resolution, and be it further} ^{Matching Funds Year,}

RESOLVED, that upon notification by Empire State Development of the award of such grant, that the Chair of the Board of Supervisors be, and hereby is, authorized to execute and deliver such grant agreement and any other forms as may be required for the acceptance of said funds, in the form approved by the County Attorney.