

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: OCCUPANCY TAX COORDINATION

DATE: MARCH 22, 2023

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: DICKINSON
MERLINO
WILD
GERACI
STROUGH
RUNYON
DIAMOND

OTHERS PRESENT:

REPRESENTING THE TOURISM DEPARTMENT:
PAUL TACKETT, ASSISTANT TOURISM COORDINATOR
LEISA GRANT, PRINCIPAL ACCOUNT CLERK
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
JOHN TAFLAN, COUNTY ADMINISTRATOR
LARRY ELMEN, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS BRUNO
DRISCOLL
FRASIER
LEGGETT
MAGOWAN
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
MICHAEL R. SWAN, COUNTY TREASURER
AMY COLLINS, TOURISM & DOWNTOWN BUSINESS COORDINATOR
ED LARKIN, SR. VICE PRESIDENT, HOOD COMMUNICATIONS
GINA MINTZER, EXECUTIVE DIRECTOR, LAKE GEORGE REGIONAL
CHAMBER OF COMMERCE & CVB
GARY THORNQUIST, GENERAL MANAGER, LAKE GEORGE RV PARK
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

Please note, the following contains a summarization of the March 22, 2023 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>

Mr. Dickinson called the meeting of the Occupancy Tax Coordination Committee to order at 11:56 a.m.

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

Copies of the meeting agenda were distributed; *a copy of the agenda is on file with the minutes.*

Privilege of the Floor and Public Comment was called for but there was no one wishing to speak.

The meeting commenced with a review of the Discussion Items portion of the agenda which consisted of a review of the Treasurer's Report; a copy of which is on file with the meeting minutes.

Next, Committee reviewed the Action/New Business Items portion of the agenda in the following order:

- a. To amend Resolution No. 84 of 2023 to remove Adirondack Cycling Advocates, Inc.
- b. To revise the 2022 Occupancy Tax contract with Adirondack Cycling Advocates, Inc. to include a \$1,500 expense for the continuation of the planning and design work on the Rabbit Pond Trail in Ski Bowl Park in

North Creek.

Motion was made by Mr. Diamond, seconded by Mr. Merlino and carried unanimously to approve the requests as outlined above and the necessary resolutions were authorized for the April 21st Board meeting. *Copies of the resolution request forms are on file with the minutes.*

- d. To appropriate funds in the amount of \$15,000 from Budget Code A.881.00, *Reserve, Occupancy Tax*, to Budget Code A.6417.0002 480.05, *Tourism, Business Promotion*, to cover the County portion of the salary of the Lake George Event Manager position.

Larry Elmen, *County Attorney*, reviewed a draft intermunicipal agreement pertaining to the Lake George Event Manager position provided by the Village of Lake George Attorney. Discussion ensued with regard to the position and agreement.

Motion was made by Mr. Merlino, seconded by Ms. Runyon and carried unanimously to approve the request as outlined above and refer same to the Finance Committee as well as to authorize an intermunicipal agreement, in a form approved by the County Attorney, with the Village of Lake George and Town of Lake George to provide funding for the Lake George Event Manager position for a three year term and the necessary resolution was authorized for the April 21st Board meeting. *Copies of the resolution request forms are on file with the minutes.*

- c. To authorize agreement with F. Cavone Productions for the disbursement of \$12,000 to provide funding for the Wild in the Trees Music and Skate Festival to be held October 7 - 8, 2023.

The consensus of the Committee was to have the applicant make a presentation on the event at a future meeting.

Concluding the agenda review, the Referrals Items were addressed as follows:

- a. County Attorney to review Occupancy Tax Spending Plan History and Local Law and provide any updates required. Mr. Elmen apprised he planned to provide an overview and recommendations at a later date.
- b. It was the consensus of the Tourism and Occupancy Tax Coordination Committees to invite Gina Mintzer, *Director, Lake George Chamber of Commerce & CVB*, to attend the next meeting to explain the increase in the contract with the Lake George Chamber of Commerce & CVB at the next meeting. Ms. Mintzer explained the increase in the contract was a result of increased sports activities along with assuming responsibilities for the motorcoach business and purchase of a data tracking tool. Discussion ensued with regard to the motorcoach responsibilities.

As there was no further business to come before the Occupancy Tax Coordination Committee, on motion made by Mr. Geraci, seconded by Mr. Wild and carried unanimously, Mr. Dickinson adjourned the meeting at 12:28 p.m.

Respectfully submitted,
Leslie Lovelace, Secretary to the Clerk of the Board