

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: OCCUPANCY TAX COORDINATION

DATE: APRIL 25, 2023

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: DICKINSON
MERLINO
WILD
GERACI
STROUGH
RUNYON
DIAMOND

OTHERS PRESENT:

REPRESENTING THE TOURISM DEPARTMENT:

HEATHER BAGSHAW, DIRECTOR
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
MAGOWAN

TAMMIE DeLORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
MICHAEL R. SWAN, COUNTY TREASURER
FRANK CAVONE, F. CAVONE PRODUCTIONS
JESSE JACKSON, EXECUTIVE DIRECTOR, LAKE GEORGE TV
JEFFREY MEAD, GENERAL MANAGER, COOL INSURING ARENA
DOUG MILLER, ADIRONDACK SPORTS COMPLEX
GINA MINTZER, EXECUTIVE DIRECTOR, LAKE GEORGE REGIONAL
CHAMBER OF COMMERCE & CVB
REPRESENTING SUNY ADIRONDACK:
DR. KRISTINE DUFFY, PRESIDENT
KELLY BLACK, GRANT WRITER
REPRESENTING WARREN COUNTY HISTORICAL SOCIETY:
STAN CIANFARANO, CO-PRESIDENT
DON RITTNER, EXECUTIVE DIRECTOR, WARREN COUNTY HISTORICAL
SOCIETY
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD
*SEE SIGN IN SHEET FOR ADDITIONAL ATTENDEES

Please note, the following contains a summarization of the April 25, 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 11:05 a.m.

Motion was made by Ms. Runyon, seconded by Mr. Strough and carried by a unanimous vote of those present (*Mr. Diamond absent*) 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.*

The meeting commenced with a review of the Action/New Business Items portion of the agenda in the following

order:

- a. To appropriate funds in the amount of \$477,100 from Budget Code *A.881.00 Reserve - Occupancy Tax*, to Budget Code *A.6417.0002 469, Other Payments/Contributions*, to cover the 25% due to towns, Village of Lake George and City of Glens Falls.

Motion was made by Mr. Strough, seconded by Mr. Merlino and carried by a unanimous vote of those present (*Mr. Diamond absent*) to approve the request as outlined above and refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

- b. To approve use of property and general liability insurance for 2022 and 2023 expenses for Adirondack Sports Complex.

Doug Miller, *Adirondack Sports Complex*, provided a brief explanation as to why he had no marketing receipts to verify for expenses due to in-house marketing and why he had no receipts for umpires fees which he had used in the past before the Umpire Associations changed to cash at the plate.

Mr. Diamond entered the meeting at 11:07 a.m.

Motion was made by Ms. Runyon and seconded by Mr. Strough to approve the request as presented; following discussion Ms. Runyon and Mr. Strough amended their motions to approve the use of General Liability and Property Insurance expenses to satisfy the back up needed to pay the 2022 - 2024 Occupancy Tax vouchers for Adirondack Sports Complex. Following further discussion with regard to a possible future sale of the Adirondack Sports Complex, Larry Elmen, *County Attorney*, clarified the approval was for the current owner and not a future entity. Mr. Dickinson called the question and the motion carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the May 19th Board meeting. *A copy of the resolution request form is on file with the minutes.*

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

Frank Cavone, *F. Cavone Productions*, spoke regarding his application for the Wild in the Trees Music and Skate Festival.

Motion was made by Ms. Runyon, seconded by Mr. Diamond and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the May 19th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- d. To authorize agreement with Warren County Historical Society for the disbursement of 2023 Occupancy Tax Revenues in the amount of \$4,000 to provide funding for the promotion of Warren County history.

Stan Cianfarano and Don Rittner, *representing Warren County Historical Society*, spoke regarding their application to replace historic markers, books and hold a history art show.

Mr. Merlino exited the meeting at 11:16 a.m. and re-entered the meeting at 11:20 a.m.

Motion was made by Mr. Strough, seconded by Ms. Runyon and carried unanimously to approve the request as

outlined above and the necessary resolution was authorized for the May 19th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- e. Application from Warren County DPW Adirondack Hot Air Balloon Festival expenses - \$30,000 yearly; \$20,000 for 2023.

Discussion ensued following which a motion was made by Mr. Wild to table the item until next month, as there was no representative from the Department of Public Works in attendance.

- f. Application from Adirondack Community College - Synthetic Turf Recreational Complex - \$500,000.

Dr. Kristine Duffy, *President, SUNY Adirondack*, and Kelly Black, *Grant Writer, SUNY Adirondack*, spoke regarding the application submission for the college turf project to support athletic sports programs, as well as for community usage and to increase area sports tournaments.

Motion was made by Mr. Wild and seconded by Mr. Strough to award \$500,000 to Adirondack Community College; following discussion Messrs. Wild and Strough amended their motions to award \$250,000 a year for two years to Adirondack Community College. Upon further discussion, Messrs. Wild and Strough further amended their motions to award \$100,000 per year for five consecutive years beginning in 2023 to Adirondack Community College for construction and installation of a turf field. Following discussion, Mr. Dickinson called the question and the motion carried unanimously to approve the request as amended and the necessary resolution was authorized for the May 19th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Next, jumping ahead to the Discussion Items portion of the agenda the following item was reviewed:

- b. Lake George TV update was provided by Jesse Jackson, *Executive Director, Lake George TV*.

Leisa Grant, *Principal Account Clerk*, apprised an application had been received by Don Rittner, *Executive Director, Warren County Historical Society*, and requested he provide a presentation. Mr. Rittner spoke with regard to the application submitted requesting \$36,000 for a tv history adventure series "History on the Road" to promote the history of Warren County.

The consensus of the Committee was to revisit the application request next month.

Ms. Grant requested to appropriate funds in the amount of \$116,000 from Budget Code A.881.00, *Reserve Occupancy Tax*, to various budget codes to cover the special event awards made during the meeting.

Motion was made by Ms. Runyon, seconded by Mr. Merlino and carried unanimously to approve the request as outlined above and refer same to the Finance Committee. *A copy of the resolution request is on file with the minutes.*

Returning to the Discussion Items portion of the agenda the following items were discussed in the following order:

- c. Cool Insuring Arena First Quarter update was provided by Jeffrey Mead, *General Manager, Cool Insuring Arena*; a copy of which is on file with the meeting minutes.
- a. Treasurer's Report was provided by Michael Swan, *County Treasurer*; a copy of which is on file with the meeting minutes.
- d. Lake George Regional CVB First Quarter Report was reviewed by Gina Mintzer, *Executive Director, Lake George Regional Chamber of Commerce & CVB*; a copy of which is on file with the meeting minutes.

Concluding the agenda review, the Referrals Item was addressed as follows:

- a. County Attorney to review Occupancy Tax Spending Plan History and Local Law and provide any updates required. Mr. Elmen apprised the item would be addressed over the next couple of months with the new Tourism Director.

As there was no further business to come before the Occupancy Tax Coordination Committee, on motion made by Mr. Wild, seconded by Mr. Diamond and carried unanimously, Mr. Dickinson adjourned the meeting at 12:37 p.m.

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