

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: OCCUPANCY TAX COORDINATION

DATE: SEPTEMBER 28, 2023

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: MERLINO
WILD
STROUGH
DIAMOND

COMMITTEE MEMBERS ABSENT:

SUPERVISORS: DICKINSON
GERACI
RUNYON

OTHERS PRESENT:

REPRESENTING THE TOURISM DEPARTMENT:

HEATHER BAGSHAW, DIRECTOR
LEISA GRANT, PRINCIPAL ACCOUNT CLERK
MICHAEL SWAN, COUNTY TREASURER
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 LEGGETT
MCDEVITT
ETU
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
AMY COLLINS, TOURISM AND BUSINESS COORDINATOR, CITY OF GLENS
FALLS
JESSE JACKSON, LAKE GEORGE TV
ED LARKIN, SR. VICE PRESIDENT, HOOD COMMUNICATIONS
CHRISTINE NORTON, WARREN COUNTY RESIDENT
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

Please note, the following contains a summarization of the September 28, 2023 meeting of the Occupancy Tax Coordination Committee; the meeting in its entirety can be viewed using the following links:

Warren County website - <https://warrencountyny.gov/mma>

Warren County's YouTube Channel - <https://www.youtube.com/watch?v=7PXytyY26Uw>

In the absence of Committee Chair Dickinson, Mr. Merlino, as Vice-Chair, called the meeting of the Occupancy Tax Coordination Committee to order at 11:02 a.m.

Motion was made by Mr. Strough, seconded by Mr. Wild and carried by a unanimous vote of those present (*Messrs. Dickinson and Geraci and Ms. Runyon 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.

Privilege of the floor and public comment was called for, but there was no one was wishing to speak.

The meeting commenced with a review of the Action Agenda/New Business Items, as follows:

- a. To amend the amount retained by Warren County with respect to administering the Occupancy Tax from 3% to 10%.

Following a discussion, a motion was made by Mr. Diamond and seconded by Mr. Merlino to approve the request, but failed to receive the majority vote required, (*Messrs. Dickinson and Geraci and Ms. Runyon absent*), with Messrs. Strough and Wild voting in opposition.

Next the Discussion Items section, of the agenda was reviewed as follows:

1. 2024 Budget request review - documentation provided as an agenda attachment.
2. Occupancy Tax Grant Funding Application- It was noted there were four regulations that needed to be revised which were Special Events/Activities Funding Allocation, Application Funding Criteria, Occupancy Tax Grant Application and Scoring Criteria.

Following a brief discussion, a motion was made by Mr. Strough, seconded by Mr. Diamond and carried by a unanimous vote of those present (*Messrs. Dickinson and Geraci and Ms. Runyon absent*), to approve the recommended updates to the Warren County Tourist and Convention Development Application for Occupancy Tax funding, and the necessary resolution was authorized for the October 20th Board Meeting.

It was advised the Occupancy Tax Funding Application had been summarized with less content that would be more focus on the application itself rather than insurance, certification, licencing and permits being included that would be specified within the contract. It was consensus of the Committee to continue the discussion next month.

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. It was consensus of the Committee to remove this item from the Referrals list.

Privilege of the floor and public comment was called for, but there was no one wishing to speak.

Privilege of the floor was extended to Michael Swan, *County Treasurer*, who reviewed the Treasurer's Occupancy Tax Report; *a copy of which is on file with the meeting minutes.*

As there was no further business to come before the Occupancy Tax Coordination Committee, on motion made by Mr. Diamond, seconded by Mr. Strough and carried by a unanimous vote of those present (*Messrs. Dickinson and Geraci and Ms. Runyon absent*), Mr. Merlino adjourned the meeting at 11:50 a.m.

Respectfully submitted,
Molly Ganotes, Legislative Office Specialist