

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: OCCUPANCY TAX COORDINATION

DATE: SEPTEMBER 28, 2020

COMMITTEE MEMBERS PRESENT:

SUPERVISORS DICKINSON  
MERLINO  
STROUGH  
BRAYMER  
BRUNO  
FRASIER  
GERAGHTY  
LEGGETT  
SEEBER

OTHERS PRESENT:

REPRESENTING THE TOURISM DEPARTMENT:

JOANNE CONLEY, DIRECTOR  
LEISA GRANT, PRINCIPAL ACCOUNT CLERK  
FRANK THOMAS, CHAIRMAN OF THE BOARD  
RYAN MOORE, COUNTY ADMINISTRATOR  
MARY ELIZABETH KISSANE, COUNTY ATTORNEY  
AMANDA ALLEN, CLERK OF THE BOARD

SUPERVISORS CONOVER  
DRISCOLL  
HOGAN  
MAGOWAN  
MCDEVITT  
SIMPSON  
WILD

TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS  
TOSHA BROWNELL, COMPUTER HELP DESK TECHNICIAN  
JAMES GRIFFITH, GENERAL MANAGER, AVIATION MALL  
GINA MINTZER, EXECUTIVE DIRECTOR, LAKE GEORGE REGIONAL  
CHAMBER OF COMMERCE & CVB  
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

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Please note, the following contains a summarization of the September 28, 2020 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://www.warrencountyny.gov/gov/comm/Archive/2020/occupancy/>

**Note: As per Governor Cuomo's Executive Order 202.1: "Article 7 of the Public Officers Law, to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed". All committee members participated by video or teleconference, aside from Supervisors Merlino, Braymer, Geraghty and Seeber who were physically present.**

Mr. Dickinson called the meeting of the Occupancy Tax Coordination Committee to order at 11:30 a.m.

Copies of the meeting agenda were distributed to those in attendance, those participating virtually accessed the agenda via the Warren County website. A copy of the agenda is on file with the meeting minutes.

Privilege of the floor was extended to Leisa Grant, *Principal Account Clerk*, who apprised the occupancy tax revenues collected to date were \$2,421,000, which was \$540,000 less than the amount collected at this time last year. She apprised last year approximately \$926,000 had been collected for the months of October, November and December, but she was unsure what they would collect for those months this year.

Next, Ms. Grant reviewed the 2021 Occupancy Tax Budget request, and she answered questions posed by the

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Committee. A lengthy discussion ensued relative to occupancy tax monies distributed to the Towns which were not included in the 2021 Budget request, at the conclusion of which a motion made by Mr. Leggett, seconded by Mr. Geraghty and carried by majority vote, with Ms. Seeber voting in opposition, to approve the 2021 Budget request as presented.

Continuing with the agenda review, Mr. Dickinson suggested creating a consolidated application for the occupancy tax awards made by the County and towns for the ease of applicants when applying to both. Ms. Seeber volunteered to work on the creation of that form.

Concluding the agenda review, Ms. Grant presented the following requests:

- 1) To authorize an agreement with the Adirondack Civic Center Coalition, Inc. in the amount of \$162,500 for Occupancy Tax Special Event Funding in 2021; and
- 2) To authorize an agreement with the Lake George Regional Convention and Visitors Bureau Inc. in the amount of \$480,000 for Occupancy Tax Special Event Funding in 2021.

Motion was made by Mrs. Frasier, seconded by Mr. Strough and carried unanimously to approve the requests as outlined above and the necessary resolutions were authorized for the October 14<sup>th</sup> Board meeting. *Copies of the resolution request forms are on file with the minutes.*

Mr. Dickinson called for any public comment and Don Lehman, *Director of Public Affairs*, read aloud those submitted by Travis Whitehead, *Town of Queensbury Resident*.

There being no further business to come before the Committee, on motion made by Mr. Strough, seconded by Mrs. Frasier and carried unanimously, Mr. Dickinson adjourned the meeting at 1:06 p.m.

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