WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: OCCUPANCY TAX COORDINATION

DATE: SEPTEMBER 1, 2026

COMMITTEE MEMBERS PRESENT:
SUPERVISORS: CROCITTO
WILD
STROUGH
TURNER
RUNYON
PATCHETT

COMMITTEE MEMBER ABSENT:
SUPERVISOR BUTLER

OTHERS PRESENT:
REPRESENTING THE TOURISM DEPARTMENT:
HEATHER BAGSHAW, DIRECTOR
PAUL TACKETT, TOURISM COORDINATOR
JESSICA CARSON, FISCAL COORDINATOR
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
JOHN TAFLAN, COUNTY ADMINISTRATOR
AMANDA ALLEN, CLERK OF THE BOARD
KIMBERLY RICHARDS, COUNTY ATTORNEY
RYAN DICKEY, FIRST ASSISTANT COUNTY ATTORNEY
NATHAN ETU, BUDGET OFFICER
SUPERVISOR STRAINER
TAMMIE DELORENZO, ASSISTANT COUNTY ADMINISTRATOR
LIZA OCHSENDORF, DIRECTOR, WORKFORCE DEVELOPMENT
MONICA STARK, DEPUTY COUNTY TREASURER
GINA MINTZER, EXECUTIVE DIRECTOR, LAKE GEORGE CHAMBER OF COMMERCE & CVB
TED MORRIS, CHIEF OPERATING OFFICER, AIR RACE X
LESLIE LOVELACE, LEGISLATIVE OFFICE SPECIALIST

Please note, the following contains a summarization of the September 1, 2026 meeting of the Occupancy Tax Coordination Committee; the meeting in its entirety can be viewed on the Warren County website using the following links:

Warren County website - https://warrencountyny.gov/mma
Warren County's YouTube Channel - https://www.youtube.com/watch?v=mHdo969vJbo

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

Mr. Crocitto called the meeting of the Occupancy Tax Coordination Committee to order at 10:00 a.m.

Motion was made by Ms. Runyon, seconded by Mr. Wild and carried by a unanimous vote of those present *(Mr. Butler absent)* to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor for public comment was called for:

Gina Mintzer, *Executive Director, Lake George Chamber of Commerce & CVB,* requested the Committee be cognizant of the in-kind services that would be provided for the Air Race X event which could result in additional funding requests, as there had been in the past for previous events. Mr. Crocitto replied $150,000 had been reserved for that purpose.

The Committee commenced with a review of the Action Agenda/New Business Items portion of the agenda, which included the following requests:

a. To authorize a new contract with ARS US, LLC to host Air Race X at Warren County Airport as a signature event September 3-5, 2027 in an amount not to exceed $394,500 for a term commencing October 1, 2026 and terminating October 31, 2027.

Motion was made by Ms. Runyon and seconded by Mr. Strough to approve the request as presented. A discussion ensued with respect to the requested contract and the costs of any associated insurance requirements, during which Committee was apprised that the County Attorney's Office was still in the process of obtaining a specific cost estimate from the County's insurance carrier for additional liability insurance for the event, along with negotiating the contract. Privilege of the floor was extended to Ted Morris, *Chief Operating Officer, Air Race X,* who answered questions posed by the Committee members and indicated that Air Race X would provide several layers of insurance for the event.

At the close of discussion, Mr. Crocitto called the question and the motion was carried by a unanimous vote of those present *(Mr. Butler absent)* to approve the request as outlined above and the necessary resolution was authorized for the September 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

b. To appropriate $394,500 from Budget Code A.881.00, *Tourism-Occupancy Tax Reserve*, to Budget Code A.6417.0002.480.09, *Tourism-Signature Events*, to cover the cost of funding the Air Race X event.

Heather Bagshaw, *Tourism Director,* suggested tabling Item b based on earlier comments. Following discussion, a motion was made by Mr. Wild, seconded by Ms. Runyon and carried by a majority vote of those present *(Mr. Butler absent),* with Messrs. Patchett and Strough voting in opposition, to table the request until the next meeting. *A copy of the resolution request form is on file with the minutes.*

c. To authorize a new contract with Lake George Steamboat Company to host the end-of-year Annual Hospitality Workforce Celebration held on September 14, 2026 in an amount not to exceed $17,724 to be paid by funds raised through business donations and up to $5,000 in Occupancy Tax previously approved by the Board of Supervisors for a term commencing September 14, 2026 and terminating September 30, 2026.

Motion was made by Ms. Turner and seconded by Ms. Runyon to approve the request as presented; following discussion, Mr. Crocitto called the question and the motion was carried by a majority vote of those present *(Mr. Butler absent)*, with Mr. Patchett voting in opposition, to approve the request as outlined above and the necessary resolution was authorized for the September 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Mr. Wild exited the meeting at 11:02 a.m. and re-entered the meeting at 11:05 a.m. during discussion.

d. To rescind Resolution No. 151 of 2025, which authorized an extension agreement with Sticks Media LLC, to create a weekly Warren County radio feature that aired twice daily during prime listenership (7:20 a.m. and 5:20 p.m.) due to new ownership.
e. To authorize a new contract with Border Media LLC, to create a weekly Warren County radio feature that airs twice daily during prime listenership (7:20 a.m. and 5:20 p.m.) in a total amount not to exceed $24,000 annually for a term commencing June 1, 2026 and terminating February 28, 2027.

Motion was made by Mr. Strough and seconded by Ms. Runyon to approve Item d as presented; following discussion, Mr. Strough and Ms. Runyon amended their motion and second to include approval of Item e. Mr. Crocitto called the question and the motion, as amended to approve Items d and e as outlined above, was carried by a unanimous vote of those present *(Mr. Butler absent)* and the necessary resolutions were authorized for the September 18th Board meeting. *Copies of the resolution request forms are on file with the minutes.*

Privilege of the floor and public comments were called for:

Chairman Geraghty urged Town Supervisors to review and consider the occupancy tax funding balance maintained by their individual municipality prior to requesting additional funding for events in an effort to increase the Occupancy Tax Reserve.

Mr. Wild requested a copy of the Report listing occupancy tax balances for each town be included in the monthly agenda packet for reference; Ms. Bagshaw agreed to do so for future agendas.

As there was no further business to come before the Occupancy Tax Coordination Committee, on motion made by Ms. Runyon, seconded by Mr. Strough and carried by a unanimous vote of those present *(Mr. Butler absent)* Mr. Crocitto adjourned the meeting at 11:14 a.m.

Respectfully submitted,
Leslie Lovelace, Legislative Office Specialist