

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: OCCUPANCY TAX COORDINATION

DATE: MAY 5, 2014

COMMITTEE MEMBERS PRESENT:

SUPERVISORS KENNY
MERLINO
CONOVER
DICKINSON
FRASIER
SIMPSON
STROUGH

OTHERS PRESENT:

LEISA GRANT, PRINCIPAL ACCOUNT CLERK, TOURISM
MICHAEL R. SWAN, COUNTY TREASURER
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
PAUL DUSEK, COUNTY ADMINISTRATOR
JOAN SADY, CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS BROCK
SEEBER
TAYLOR
LYNN POTENZA, SISTER CITIES COMMITTEE OF GLENS FALLS/WARREN
COUNTY
LYNN STANCLIFF, SISTER CITIES COMMITTEE OF GLENS FALLS/WARREN
COUNTY
ROBERT BLAIS, MAYOR OF THE VILLAGE OF LAKE GEORGE
MICHAEL CONSUELO, EXECUTIVE DIRECTOR, LAKE GEORGE REGIONAL
CHAMBER OF COMMERCE & CVB
FRED AUSTIN, FORT WILLIAM HENRY RESORT
DON LEHMAN, *THE POST STAR*
CHARLENE DIRESTA, SR. LEGISLATIVE OFFICE SPECIALIST

Mr. Kenny called the meeting of the Occupancy Tax Coordination Committee to order at 9:34 a.m.

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

Copies of the agenda packet were distributed to the Committee members; *a copy of the agenda packet is on file with the minutes.*

Privilege of the floor was extended to Michael R. Swan, County Treasurer, who distributed copies of the Warren County Occupancy Tax Report for 2013 to the Committee members; *a copy of same is on file with the minutes.*

Mr. Swan informed the books had been closed for 2013 and the total occupancy tax collections had been \$3,707,382.54, an increase of 4.7% compared to 2012. He advised the Occupancy Tax Fund Balance as of December 31, 2013 was \$682,004.98 and the designated reserve amount was \$500,000, leaving an available balance of \$182,004.98. Mr. Dickinson inquired about the occupancy tax collections thus far for 2014 and Mr. Swan replied year-to-date collections reflected an increase of 4% compared to the same time period for 2013. Mr. Merlino asked if the sales tax revenues reflected a decrease and Mr. Swan replied affirmatively. Mr. Swan advised that usually the occupancy tax and sales tax collections mirrored each other and he was unsure why sales tax collections had decreased. He said he had talked to the New York State Department of Taxation and Finance and they had indicated that adjustments were being made. He noted in 2013 there had been a boost in sales tax collections which had resulted from similar adjustments. He admitted the winter season had been tough but he noted there had been many winter tourists. He added car dealerships reported great sales and a large percentage of sales tax collections were derived from car sales.

Mr. Kenny stated the next item on the agenda pertained to a request from The Sister Cities Committee of Glens Falls/Warren County for \$4,000 in occupancy tax funding to cover the cost of mailing an Adirondack Balloon Festival hot air balloon to Saga City, Japan.

Lynn Potenza, Member of Sister Cities Committee of Glens Falls/Warren County, introduced her fellow Committee member, Lynn Stancliff and distributed an outline of the expenses for the Exchange Program. Ms. Potenza commented this was a one time request for \$4,000 in occupancy tax funding to cover the cost of mailing an Adirondack Balloon Festival hot air balloon to Saga City, Japan and returning it. She explained they had committed to send a Balloon Team to Saga City and she noted the Sister Cities Organization had originally started with the Balloon Team exchange. She said for the first 20 years of the program, Balloon Teams had been exchanged by both parties but for the last five years the Committee had not been financially able to reciprocate the Balloon Team exchange. She mentioned that last year when the Saga City Balloon Team had visited, they indicated they had missed having the Warren County Balloon Team visit Saga City. Ms. Potenza stated the Balloon Team had committed to go to Saga City this year and The Sister Cities Committee of Glens Falls/Warren County had said they would find the necessary financing in order to mail the hot air balloon envelope to Saga City, Japan. She noted the Balloon Team would pay all of the expenses for transportation, meals, lodging, etc.

Mr. Strough apprised Saga City had sent representatives to Warren County on an annual basis without reciprocation and he opined that representatives should be sent to Saga City. Mr. Merlino agreed with Mr. Strough's assessment and Mr. Dickinson asked for clarification on what exactly would be mailed. Ms. Potenza replied it was the balloon envelope which was the hot air balloon minus the basket. Ms. Stancliff informed Saga City would supply a basket for use and would cover the cost of fuel. She noted that Mark Donahue, Lead Organizer of the Adirondack Balloon Festival, would accompany the Balloon Team as the Balloon Pilot. Ms. Potenza commented the Balloon Team would be happy to take flyers and brochures with them for distribution, as promotion for Warren County was one of the goals. Mr. Kenny noted the \$4,000 would be allocated from the Occupancy Tax Reserve Fund.

Following a brief discussion, motion was made by Mr. Strough, seconded by Mr. Merlino and carried unanimously to authorize the allocation of \$4,000 from the Occupancy Tax Reserve to The Sister Cities Committee of Glens Falls/Warren County to cover the costs associated with mailing a hot air balloon envelope to Saga City, Japan and returning it. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the May 16, 2014 Board Meeting.*

Mr. Kenny said the next item on the agenda pertained to a proposal from Robert Blais, Mayor of the Village of Lake George, for an Occupancy Tax Special Event Funding application process involving multiple funding sources. In reviewing the proposal, he said his understanding was that the Occupancy Tax Coordination Committee would continue to hold their annual workshop meeting for the distribution of Special Event Funding; however, he continued, representatives from the individual municipalities would also be present. Mr. Kenny asked if the representatives from the municipalities would make decisions during that meeting as to how much funding events would receive and Mayor Blais explained his theory was to streamline the Special Event Funding Process.

Mayor Blais mentioned some applicants received funding from multiple sources which necessitated multiple applications and attendance at multiple meetings. He apprised there would be one application filed in one location and on the application the applicant would check off the municipalities from which were requesting funding. He stated the applicant would attend the annual Occupancy Tax Coordination Committee workshop meeting and give one presentation on their event. He added the Committee members and the representatives from the municipalities would all listen

to the same presentations thereby simplifying the process for the applicants. At some point following the meeting, Mayor Blais continued, the Committee members and representatives from the municipalities would decide how much funding to award each event and from which sources. He said this process would eliminate double-dipping and excessive paperwork. He pointed out if the applicant did not apply for County Special Event Funding then the application would be handled at the local municipality level. He acknowledged details on how this streamlined process would work would need to be fine tuned. He noted the current process made it possible for an applicant to request funding from multiple sources without any accountability and he mentioned the possibility that events were submitting the same vouchers to all sources.

Mayor Blais acknowledged the guidelines for the Village of Lake George Special Event Funding differed from the County's and he provided the example that the Village did not fund events organized by for-profit entities. He said the County's Special Event Funding Application would be adequate for use with this process and could merely be amended to include a section asking which municipalities the applicant was requesting funding from. He added the guidelines for the Village could be attached to the application. He commented some of the municipalities awarded funding in advance of the event and the County reimbursed funds following the submission of vouchers. He opined the way in which the funds were distributed should be universal among the municipalities.

Mr. Kenny stated if this process was adopted it would not commence until 2015 because the 2014 applications had already been received and in the case of the Lake George Winter Festival had already been funded. Mayor Blais said he was willing to commence the process on whatever time table fit the County's needs. He noted having a set deadline for submission of the application would be beneficial to all the municipalities. Mr. Conover mentioned not all events requested funding from multiple sources and Mayor Blais reiterated if the applicant was not applying for County funding the process would be handled by the local municipality. Mayor Blais explained if an applicant filled out the application in the Town of Bolton and was only requesting funding from the Town, then the application would not be forwarded to the County; however, he added, if the applicant wanted Town and County funding, the application would be forwarded to the County for review during the annual workshop meeting and a representative from the Town of Bolton would be asked to attend the meeting.

Mr. Merlino suggested the annual workshop meeting could be moved up to September or October as opposed to December. He added this might make the application process simpler for events held in the beginning of the year. Mayor Blais agreed moving the annual meeting up might be a good idea. Mr. Strough said he supported the concept of the proposal and asked if it would be possible to have Tourism Department staff draft a joint application to be reviewed at the next Committee Meeting. Mr. Merlino asked if there were a large number of applicants that received funding from multiple sources and Mayor Blais replied they had identified between 25 and 40 applicants for Village funding that had been awarded funding from other sources. A brief discussion ensued.

Mr. Conover stated he was willing to explore the possibility of a joint application but he noted the current County application encouraged applicants to seek local funding. He voiced his concern that some events would not be funded at the Town level until late in the year because of the budget process. Mayor Blais acknowledged there would be details to work out and he noted the Village of Lake George currently used the County's application for their Special Event Funding process. He opined a multiple source application would encourage the events to apply to multiple sources which would reduce the financial burden to each municipality. He noted the possibility of making everyone appreciate more the impact of an event, such as the Adirondack Balloon Festival on the entire County. He commented if the proposal was approved then municipalities would disburse the funding after the vouchers were approved at the County level. Leisa Grant, Principal Account Clerk for the Tourism Department, asked for details on the proposed application and Mr. Kenny suggested a list

of the municipalities within Warren County with boxes to be checked could be added to the existing application.

Following further discussion on the matter, motion was made by Mr. Strough, seconded by Mr. Merlino and carried unanimously to approve conceptually the proposal from Mayor Blais for a joint/multiple source application for Special Event Funding to be discussed further at the next Committee Meeting.

Mr. Kenny said the next item on the agenda was to discuss adjustments to the Scoring System Guidelines for distribution of Occupancy Tax Special Event Funding, as outlined in the agenda packet. He commented the Committee would review each item individually and proposed adjustment number 1 was a suggestion that the 2014 event requests would be listed alphabetically and by the individual Towns where the events were intended to be held. He noted this would make it easier for the Committee members to see where the funds would be disbursed. Mr. Dickinson asked how the events were currently listed and Mr. Kenny replied alphabetically with no consideration to the location. Mr. Kenny explained last year there had only been one application for an event in the Town of Lake Luzerne and listing the event requests alphabetically and by the individual Towns where the events would be held would prevent facts like that from being overlooked in the future. He said the applicant for last year's event in Lake Luzerne had requested \$3,000 and was awarded \$1,000; however, he continued, if the Committee had been aware that this was the only request for the Town of Lake Luzerne, they might have awarded the full \$3,000. It was the consensus of the Committee to accept proposed adjustment number 1 to the Scoring System Guidelines for distribution of Occupancy Tax Special Event Funding.

Mr. Kenny stated proposed adjustment number 2 pertained to adding the category of multi-week under Length of Event and the category of multi-month under Month of Event. He noted a point value of 8 had been suggested for both of these adjustments. He explained some events, such as concert series, were not held on consecutive days and there was currently no means to evaluate those events. Mr. Conover asked if the Hyde Collection Exhibits would qualify as a multi-week/multi-month event and Mr. Kenny replied affirmatively. Mr. Conover voiced his concern that he was unsure a multi-week/multi-month event merited the additional 8 points because there was an assumption that the event would result in an increase in hotel occupancy which was not necessarily true. He stated he was concerned this adjustment would assign additional points which would not be available for events held on consecutive days, such as Americade. Mr. Kenny clarified the 8 points were not additional points but were merely an additional category under Length of Event and Month of Event. Mrs. Frasier asked for an example and Ms. Grant responded the Hyde Collection had three exhibits which lasted about three months each.

Discussion ensued.

Mr. Merlino said this adjustment would pertain to the Adirondack Folk School which held about 6 small events throughout the year. He noted each of the 6 events would not result in many "heads in beds" but if the 6 events were considered to be one multi-week event that would change. Mr. Conover voiced his concern that the County's top events would be competing against multi-week events. Mr. Kenny explained currently the Committee members selected a point assignment for each of the multi-week/multi-month events and he noted opinions differed as to the number of points assigned to each event. Chairman Geraghty asked if there had been any real problems with awarding Special Event Funding to multi-week/multi-month events and Mr. Kenny replied in the negative. Chairman Geraghty said it seemed to him the current scoring system was sufficient and Mr. Kenny agreed the current system was good but they were trying to narrow the field. Following

further discussion on the matter, it was the consensus of the Committee that proposed adjustment number 2 to the Scoring System Guidelines for distribution of Occupancy Tax Special Event Funding be rejected as it was determined to be unnecessary.

Referring to the memos from Mayor Blais included in the agenda packet, Mr. Merlino asked if the memos were requesting \$25,000 in Occupancy Tax Funding for the Festival Space. Mayor Blais responded he had intended to discuss this matter at a future Committee Meeting. Due to the County and Village of Lake George having joint ownership of the Festival Space, he continued, and the hopes that it will be revenue generating, he was suggesting events held at the Festival Space be funded 62% by the County and 38% by the Village of Lake George, representing the percentage of ownership.

Mr. Kenny apprised proposed adjustment number 3 pertained to elimination of a reduction of funding for returning events. He said returning events were valuable to Warren County and should not be penalized with a reduction of funding. He noted this guideline was largely ignored although at the time the feeling had been that it was important to include this in the guidelines. Mr. Dickinson apprised at the Town level, they saw several small events which did not apply for County funding. He added as a new event the Special Event Funding was equivalent to "seed money" to assist the event in being successful the first year; however, he continued, it did not seem as if these events requested less funding in consecutive years. Mr. Dickinson opined that if an event's funding was decreased every year then the probability of failure was increased. Mr. Kenny asked if Mr. Dickinson would decrease the funding to Americade and Mr. Dickinson replied in the negative noting he would increase the funding. Mr. Strough asked if the guideline was applied universally and Mr. Dickinson responded the Committee viewed each event on an individual basis. Mr. Merlino indicated there were several events which asked for more funding than they required because they were aware the Committee would award less than the requested amount. Following a brief discussion, it was the consensus of the Committee to accept proposed adjustment number 3 to the Scoring System Guidelines for distribution of Occupancy Tax Special Event Funding.

Mr. Kenny stated proposed adjustment number 4 concerned the addition of the words "one room, one night" to the category of Bed Nights in order to fully define the term in a way which applicants would comprehend. Mr. Dickinson asked if two people occupying one room was one bed night or two and Mr. Kenny replied that a bed night was one room being rented for one night regardless of the number of occupants. Mr. Merlino noted if there were four people occupying one room, it counted as one bed night; however, he continued, there would be four people shopping and dining in Warren County and generating sales tax revenues. It was the consensus of the Committee to accept proposed adjustment number 4 to the Scoring System Guidelines for distribution of Occupancy Tax Special Event Funding.

Mr. Kenny advised proposed adjustment number 5 pertained to an additional category under scoring to allow events which scored less than 15 points to be eligible for up to \$500 in Special Event Funding. He said there might be events which scored less than 15 points which were still worthy of receiving some funding from the County. It was the consensus of the Committee to accept proposed adjustment number 5 to the Scoring System Guidelines for distribution of Occupancy Tax Special Event Funding.

Proposed adjustment number 6, Mr. Kenny said, was a suggestion to delete the wording "Funding is to Encourage New Events". He noted this wording could be left in but the reduced funding amounts listed below it were previously deleted by proposed adjustment number 3. Mr. Dickinson stated his understanding was that the Special Event Funding's purpose was to encourage new events. It was the consensus of the Committee to reject proposed adjustment number 6 to the Scoring System Guidelines for distribution of Occupancy Tax Special Event Funding.

Mr. Kenny mentioned proposed adjustment number 7 pertained to requests for funding of non-events, such as shuttle services, printing of maps, floating classroom, etc. and would set a maximum funding level of \$1,000 for non-events. Mr. Dickinson apprised the Lake George Association (LGA) Floating Classroom Program was a successful program which was educational and great for small groups and youths. He said the Program was a valuable asset and he would hate to see the possible funding they could receive limited to \$1,000. He asked the amount awarded to the LGA Floating Classroom this year and Ms. Grant replied \$1,000. Mr. Strough asked if the proposal was to add a new category entitled "non-events" and Mr. Kenny replied affirmatively. Mr. Dickinson agreed that shuttle services and printing of maps were non-events deserving of a limited amount of funding; however, he opined the LGA Floating Classroom was an event and should not be included in this category. Mr. Strough commented sometimes the printing of a map was ancillary to an event and this proposal would limit the amount of funding which could be awarded. Following a brief discussion, it was the consensus of the Committee to reject proposed adjustment number 7 to the Scoring System Guidelines for distribution of Occupancy Tax Special Event Funding.

Mr. Kenny apprised proposed adjustment number 8 pertained to the order in which applicants would make their presentations during the annual distribution workshop meeting. He explained in 2014 the applicants would make presentations in alphabetical order by the name of the organization and in 2015 the presentations would be made in reverse alphabetical order. Mr. Kenny advised this proposed adjustment was to ensure fairness to all the applicants. Chairman Geraghty asked if all applicants were required to give a presentation at the annual workshop meeting and Mr. Kenny replied in the negative. Chairman Geraghty asked if applicants who did not give a presentation or speak at the meeting were penalized in the amount of funding awarded and Mr. Kenny replied in the negative. It was the consensus of the Committee to accept proposed adjustment number 8 to the Scoring System Guidelines for distribution of Occupancy Tax Special Event Funding.

Mr. Kenny stated proposed adjustment number 9 was a suggestion by Mr. Dickinson to change the vote at the annual workshop meeting to a weighted vote. Mr. Dickinson said his concern had been to allow Town Supervisors the opportunity to support events in their town. Mr. Kenny apprised the Committee had a good understanding of the events which applied for funding. He noted one problem with allowing a Town Supervisor too much weight in supporting a particular event was that all of the Town Supervisors would want to support events held in their towns. Mr. Dickinson said he saw Mr. Kenny's point and he withdrew his suggestion. It was the consensus of the Committee to reject proposed adjustment number 9 to the Scoring System Guidelines for distribution of Occupancy Tax Special Event Funding.

Motion was made by Mr. Dickinson, seconded by Mrs. Frasier and carried unanimously to amend the Scoring Guidelines for distribution of Occupancy Tax Special Event Funding to include item nos. 1,3,4,5 and 8 of the proposed adjustments listed in the agenda packet and outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the May 16, 2014 Board Meeting.*

Mr. Conover apprised a few years prior a list of all the events funded by Warren County had been sent to all of the area lodging properties requesting that they evaluate the effect of these events on their business. He noted this was a valuable tool and he suggested the County could periodically throughout the summer conduct their own survey of lodging properties. He said the New York Capital District Region of the Cadillac & LaSalle Club, Inc. Grand National Meet would be held in July and his understanding was that some of the hotels and motels had already booked to capacity for the event. He said it would be nice to determine the possibility of the event returning to the area. Mr. Dickinson explained the Grand National Meet would be headquartered at the Fort William Henry Resort. He said the organizers had toured the Fort William Henry Resort and the view of Lake George had sealed the deal for the event location. Within one month of declaring their headquarters

for the Grand National Meet, Mr. Dickinson continued, the Fort William Henry Resort and two of their subsidiary hotels had booked to capacity. He apprised that Jim Derby, Town of Lake George Resident, had initiated the inquiries which led to the Grand National Meet being held in Lake George for 2014. Mr. Dickinson stated Mr. Derby would try to spread the event during the Grand National Meet by promoting the area to the subsidiary clubs. He anticipated the event would be successful and would receive a lot of press coverage.

Michael Consuelo, Executive Director of the Lake George Regional Chamber of Commerce & Convention & Visitors Bureau (CVB), said the location of the Grand National Meet would rotate throughout the country and it was unlikely the event would return to the Lake George Region in the near future; however, he continued, if the event was successful and provided a positive experience for the attendees then the organizers would keep the location on the top of their list. He agreed with Mr. Dickinson that there was an opportunity to encourage some of the subsidiary clubs to hold their events in the Lake George Region. Mr. Consuelo said the majority of the lodging properties in Lake George had booked to capacity and the event organizers were now looking at hotels in Saratoga for the overflow attendees.

Mr. Dickinson advised Mr. Derby would schedule meetings with some of the subsidiary club organizers and he said Mr. Derby had invited he and Mayor Blais to attend those meetings, as well. Mr. Consuelo stated it would be important to survey the hotels after the event to determine how many rooms had been booked by attendees. He noted this surveying of the hotels should be completed after all major events, such as The World's Largest Garage Sale, the Adirondack Balloon Festival, etc. He said they currently were not doing an adequate job of extrapolating the information from the lodging properties following major events. He noted some of the lodging properties were reluctant to share this information. Fred Austin, of the Fort William Henry Resort, opined the New York Capital District Region of the Cadillac & LaSalle Club, Inc. Grand National Meet would make Lake George a contender for large conventions. He noted the Grand National Meet was usually held in locations, such as Las Vegas and Miami.

Mr. Strough said he had communicated with representatives from Six Flags Great Escape and they were proposing an Oktoberfest event which would be held over two weekends, one of which coincided with the Adirondack Balloon Festival. He noted the County was trying to encourage visitors of the Adirondack Balloon Festival to stay in the area for other activities. He informed Six Flags Great Escape planned on spending advertising money to promote the theme park, the Adirondack Balloon Festival and the Lake George Region. He noted the representatives of Six Flags Great Escape had been displeased with the amount of Occupancy Tax Special Event Funding they had been awarded which could result in a reduction in advertising efforts or a cancellation of the event. Mr. Strough asked if there was an opportunity for Six Flags Great Escape to receive additional funding. Mr. Dickinson asked the amount which had been requested and the amount awarded. Mr. Strough replied they had requested \$40,000 and had been awarded \$4,000. Mr. Merlino opined Six Flags Great Escape was a large organization and the County could help a little with advertising money. He added a few years prior the County had awarded funding for a Christmas event at Six Flags Great Escape and because the theme park did not make the amount of profit they had projected, the event was not held the following year. Mr. Strough stated the Christmas event had been an idea to extend the shoulder season which had not worked well; however, he added, the Oktoberfest event tied right into the County's strategy to keep people who attend the Adirondack Balloon Festival in the area doing other events and activities. Mr. Merlino asked if the Oktoberfest event would bring additional visitors to the area and Mr. Strough replied it would keep visitors in the area for a longer period of time. Mr. Kenny stated Six Flags Great Escape could appeal to the Occupancy Tax Coordination Committee for additional funding. He added Americade received \$50,000 in Special Event Funding and had an economic impact of about \$42 million on Warren County.

Chairman Geraghty advised he had received a phone call from a representative of the Adirondack Nationals Car Show who was concerned about the extra funding awarded to cover the cost of additional Sheriff's patrols. He noted the representative had been unaware that this extra funding was earmarked for police services and Mr. Kenny replied it had been part of the package and was why the Committee had awarded an additional \$5,000. Chairman Geraghty stated when he became the Supervisor for the Town of Warrensburg he had been required to complete an occupancy tax report and send it to the County Attorney's Office. He said he had recently viewed all of the occupancy tax reports which were inconsistent and he suggested there should be one form for the occupancy tax report to be filled out by each of the municipalities. He apprised this standardized report should show the amount of occupancy tax received by the municipality, the events which were funded, the amount funded, the attendance at the event and the remaining balance of occupancy tax revenues. He said there were municipalities which had not awarded all of the occupancy tax funds and it was important for the County to know the balances remaining for each municipality.

Mr. Dickinson said when he was elected to Office, he had requested occupancy tax information from Joan Sady, Clerk of the Board, and had been given a stack of resolutions. Paul Dusek, County Administrator, explained when the occupancy tax had been established, there had been guidelines issued to and agreements signed by the municipalities, as well as a recommended reporting format. He acknowledged a number of resolutions had been adopted over the years and the matter had become confusing. He informed the Codification Project that the County was currently undergoing would provide an opportunity to standardize the occupancy tax reporting form.

Mr. Conover commented some municipalities collected occupancy tax revenues from the County before they awarded them to events and some anticipated the revenues and awarded based on the amount anticipated. Chairman Geraghty opined it was acceptable to be one year behind on the occupancy tax funding. A brief discussion ensued.

Ms. Grant requested to amend the Warren County Tourist and Convention Development Application and Contract for Occupancy Tax Funding with Warren County to include verbiage under Section 3, Promotional and Marketing Consideration for County, to note that radio and television advertising of the event must mention Warren County as a sponsor or display the Warren County Tourism logo on the television advertisement.

Motion was made by Mr. Dickinson, seconded by Mr. Strough and carried unanimously to amend the Warren County Tourist and Convention Development Application and Contract for Occupancy Tax Funding with Warren County as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the May 16, 2014 Board Meeting.*

Mr. Dickinson wished Mr. Strough a happy birthday and the rest of the Committee members added their wishes, as well.

As there was no further business to come before the Occupancy Tax Coordination Committee, on motion made by Mr. Strough and seconded by Mr. Merlino, Mr. Kenny adjourned the meeting at 11:05 a.m.

Respectfully submitted,
Charlene DiResta, Sr. Legislative Office Specialist