

Policy Regulating Expenses from Hotel Operators' Occupancy Tax Revenues

- (a) In accordance with section 36-9-7 of the County Code, the Board of Commissioners of the County of Union, Illinois hereby establishes the Union County Hotel Operators' Occupancy Tax Board. The purpose and responsibility of this board will include, but not be limited to, the following:
- (1) To recommend allocation of hotel occupancy tax funds as authorized by the Illinois Compiled Statutes;
 - (2) To receive and review applications from organizations requesting funds;
 - (3) To recommend to the Union County Board of Commissioners allocation of Hotel Operators' Occupancy Tax funds; and
 - (4) To review the actual expenditures of Hotel Operators' Occupancy Tax funds, including effectiveness of the expenditure with regards to the goals and purpose of the funds, as defined herein.
- (b) The Union County Hotel Operators' Occupancy Tax Board is comprised of seven (7) members. Said members will be appointed by the Union County Board of Commissioners to two (2) year, staggered terms, ending November 30th of each respective calendar year. The Union County Hotel Operators' Occupancy Tax Board shall designate a liaison to perform support services, prepare agendas, post meeting notices, and prepare the minutes of the board meetings to present to the Union County Board of Commissioners. The Union County Hotel Operators' Occupancy Tax Board shall elect a Chairperson and a Vice-Chairperson, whose terms shall be for a period of one (1) year.
- (c) Members of the Union County Hotel Operators' Occupancy Tax Board shall be:
- (1) a representative, or designee, of the Union County Board of Commissioners, provided s/he is not currently serving on the Southernmost Illinois Tourism Board
 - (2) the Executive Director of the Southernmost Illinois Tourism Bureau, or her/his designee
 - (3) the President of the Shawnee Wine Trail Bed & Breakfast Association, or her/his designee
 - (4) two (2) owner/operators of a hotel in Union County, as defined herein
 - (5) two (2) at-large members from tourism-related companies or organizations
- (d) The Union County Hotel Operators' Occupancy Tax Board shall meet quarterly to fulfill its purpose and responsibilities.
- (e) At the meeting of the Board of Commissioners of the County of Union, Illinois immediately following each meeting of the Union County Hotel Operators' Occupancy Tax Board, the liaison, or designee, shall present the recommendations for expense from the Union County Hotel Operators' Occupancy Tax Revenues to the Board of Commissioners.