



Lake County Illinois

Legislation Details (With Text)

File #: 09-1539 **Version:** 1 **Name:** Employee Travel Reimbursement Policy
Type: resolution **Status:** Passed
File created: 4/30/2009 **In control:** Financial & Administrative Committee
On agenda: **Final action:** 5/12/2009
Title: Resolution amending the Lake County Employee Policies and Procedures Ordinance, Section 10.9 Travel and Business Expense Reimbursement.
Sponsors:
Indexes:
Code sections:
Attachments: 1. Employee Travel Expense Reimbursement Policy.doc

Date	Ver.	Action By	Action	Result
5/12/2009	1	Lake County Board	adopted	Pass
5/6/2009	1	Financial & Administrative Committee	recommended for adoption to the regular agenda	Pass

Resolution amending the Lake County Employee Policies and Procedures Ordinance, Section 10.9 Travel and Business Expense Reimbursement.

- It is the goal of the county to provide accountability for the use of county funds to reimburse employees for expenses incurred in the performance of their duty.
- It is important from time to time to review and update the policy governing employee reimbursement.

ORDINANCE

WHEREAS, it is the goal of Lake County to provide accountability for public funds and timely reimbursement of business expenses incurred by employees in the discharge of their official duties; and

WHEREAS, it is good policy from time to time to review policies to update them in the best interest of the county; and

WHEREAS, Lake County wishes to establish revised policies and procedures for employee reimbursement.

NOW, THEREFORE, BE IT RESOLVED, by this County Board of Lake County, Illinois, that the revised section 10.9 Employee Travel Expense Reimbursement Policy attached hereto and made part of this policy is adopted.

DATED at Waukegan, Illinois, on this 12th day of May, A.D., 2009.