



# 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.