

RESOLUTION NO. 120

A RESOLUTION OF THE BOARD OF SUPERVISORS OF YAVAPAI COUNTY, STATE OF ARIZONA.

BE IT RESOLVED that the Board of Supervisors of Yavapai County, Arizona, does hereby adopt a County Travel Expense Resolution in words and figures as follows:

I

The provisions of this article shall apply to every public officer, deputy or employee of the county, or of any department, institution or agency thereof, and to a member of any board, commission or other agency of the county when traveling on necessary county business away from his designated post of duty and when authorized to travel by a department head.

II

When the official duties of a public officer or employee of the county require him or her to travel from his designated post of duty, he shall be allowed expenses therefor.

III

Such expenses shall be authorized by Statement of Travel Expenses signed by the head of the department, or by a person to whom such authority has been properly delegated.

IV

First class travel by air, railroad or bus is permitted. Railroad sleeping accommodations shall be considered as transportation, and the cost thereof may be allowed each person traveling. Private conveyance may be allowed for travel by way of the most direct regularly traveled route computed by highway map or speedometer reading when traveling by automobile, and shall be paid at

a rate not to exceed ten (10¢) cents per mile, or, if by airplane, either by commercial airline by the most direct air mileage route listed by the civil aeronautics board at actual rates not to exceed ten (10¢) cents per mile, or by private plane at rates not to exceed the actual rental cost thereof. Provided, however, that any air travel must be authorized by the head of the department involved.

V

When private conveyance is used without the state, mileage shall not be allowed for an automobile, but an amount equal to that of first class travel by railroad, excluding sleeping accommodations may be claimed. When travel outside the state is by airplane, air mileage shall not be allowed, but an amount equal to that of first class airways fare may be claimed by the employee or officer authorized to travel. Provided, however, the Chairman of the Board of Supervisors authorized such outside the state air travel in writing.

VI

When one or more officers, employees or other public agents traveling on official business are transported in the same private conveyance, one mileage only may be allowed.

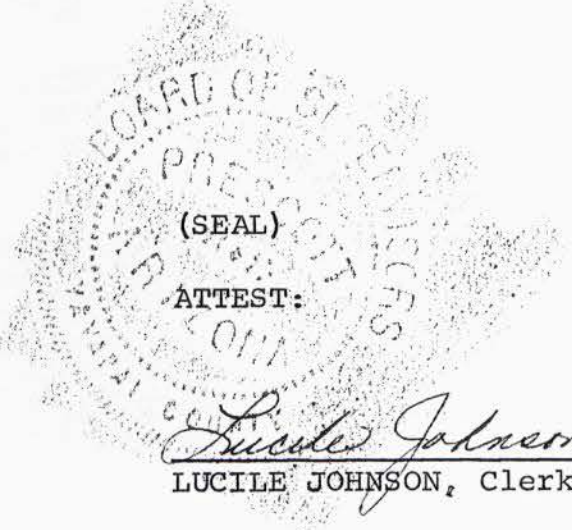
VII

Reimbursement for subsistence may be claimed for actual and necessary expenses not to exceed Twelve (\$12.00) Dollars for travel within the state, for each twenty-four (24) hour day for each person, and the same not to exceed Fifteen (\$15.00) Dollars for travel without the state, for each twenty-four (24) hour day for each person. Provided, however, the Board of Supervisors shall have authority to increase these limits when special circumstances so require.

PASSED this 4<sup>th</sup> day of December, 1967.

THE YAVAPAI COUNTY BOARD OF SUPERVISORS

by *M. E. Rohrer*  
MARVIN E. ROHRER, Chairman



(SEAL)  
ATTEST:

*Lucile Johnson*  
LUCILE JOHNSON, Clerk