

ORDINANCE NO. 9338 (NEW SERIES)

AN ORDINANCE AMENDING SECTIONS 473 OF THE SAN DIEGO COUNTY  
ADMINISTRATIVE CODE RELATING TO PETTY CASH REIMBURSEMENT

The Board of Supervisors of the County of San Diego ordain as follows:

**Section 1.** Section 473 of the Administrative Code is hereby amended to read:

**SEC. 473. CLAIM FOR EXPENSES.**

For any expense which is reimbursable under this Article, a complete statement shall be filed with the Auditor and Controller on claim or other forms prescribed by the Auditor and Controller within 30 days of the date the expense was incurred. Original receipts for all individual expenditures in excess of the per diem allowance set out in Section 472 and for convention and registration fees regardless of amounts shall be filed with the statement. If an original statement is not available, the claimant must provide a description explaining why the actual receipt is not being presented. When available, the brochure or announcement describing the activity attended shall also be filed with the claim.

**Section 2.** Effective Date. This ordinance shall take effect 30 days after adoption. Within fifteen days after the date of adoption of this ordinance, a summary shall be published once with the name of those members voting for and against the same in the newspaper of general circulation published in the County of San Diego.

**Section 3.** Operative Date. This ordinance shall be operative on June 22, 2001.

PASSED, APPROVED AND ADOPTED this 22<sup>ND</sup> day of May, 2001.