

TO THE HONORABLE BOARD OF COMMISSIONERS OF BERRIEN COUNTY, MICHIGAN: Your County Personnel and Human Services Committee respectfully recommends the adoption of the following:

R E S O L U T I O N

WHEREAS, via resolution #P0611201, the Berrien County Board of Commissioners approved meal allowance rates to reimburse employees for reasonable and necessary expenses related to approved County business; and

WHEREAS, meal allowance rates have not been reviewed since 2006 and it is advisable to periodically review and revise established maximum limits for authorized meal allowances; and

WHEREAS, the U.S. General Services Administration annually releases recommended amounts for meal allowances; and

WHEREAS, going forward Berrien County will use that resource to establish amounts for meal allowances and will approve updates as needed via resolution.

NOW, THEREFORE, BE IT HEREBY RESOLVED that effective with travel on or after April 1, 2023, the maximum reimbursement allowance for the reasonable and necessary cost of meals incurred outside of the County while conducting approved County business is as follows:

Breakfast only	\$13
Lunch only	\$15
Dinner only	\$26
Maximum Daily	\$54

BE IT FURTHER RESOLVED that reimbursement of meal expenses shall be contingent upon the terms and conditions as set forth in Policy ADM-6050.

**Respectfully Submitted,
BERRIEN COUNTY PERSONNEL AND HUMAN SERVICES COMMITTEE**

Robert P. Harrison, Chairman

Michael J. Majerek, Vice Chair

Chokwe Pitchford