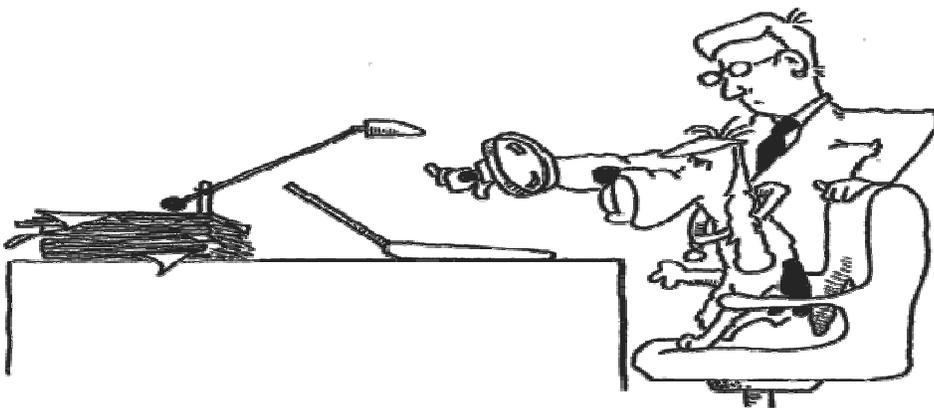


MAY 2010 ISSUE

Audit Watch is a report issued by the Auditor's Office which contains information of interest to county officials and board members. And, on special occasions, to all county employees. See Feature of The Month on page 4 for contest details. This issue for the fifth month of the Fiscal Year 2010 is a supplement to the April 30, 2010 financial information prepared and issued by the Finance Department. As of April 30, 2010 county offices and departments would be at 42% of their budgeted expenditures. Allowing for a 3% threshold, the offices and departments listed on the second page of this newsletter are at or over 45% of budget expenditures.

- * Budget overages are based upon actual expenditures plus encumbrances in relation to the budget. Encumbrances in the Transportation Division represent commitments for future projects.
- * Debt Service expenditures are comparable with the prior year.
- * The Enterprise General fund was used to purchase the Wards building without a budget prepared for the acquisition.
- * Details pertaining to other significant expenditures can be obtained from the Finance Department.

SEE PAGE TWO FOR COMPLETE LIST



SPECIAL POINTS OF INTEREST:

- *Next AP payment cycle date is May 19, 2010*
- *Next Payroll Date is May 14, 2010*
- *Remember to print **Master Card** statements the Monday before the next AP payment cycle.*
- *Please put a note on PEV's for **address change**.*
- *PEV's are for employees only and not Contract workers.*
- ***All payables**, including PEVs are due at 12:00 pm on the Tuesday before the AP payment cycle due date.*
- *[See contest details on page 4.](#)*

EXPENDITURES:	<u>04-30-10</u>	<u>04-30-09</u>
REG. OFFICE OF EDUCATION	47%	44%
JUDICIARY & COURTS	46%	41%
JUVENILE CUSTODY	50%	43%
ADULT JUSTICE FACILITY DEBT SVC.	71%	69%
OPERATIONAL SUPPORT	80%	64%
INSURANCE LIABILITY- HRM	77%	96%
RIVERBOAT	45%	31%
PUBLIC SAFETY SALES TAX	60%	64%
TRANSIT SALES TAX CONTIGENCY	61%	-0-%
WEED & SEED	47%	50%
JUVENILE DRUG COURT (1)	100%	34%
COUNTY HIGHWAY	54%	44%
COUNTY BRIDGE	47%	49%
MOTOR FUEL TAX	72%	66%
COUNTY HIGHWAY MATCHING	50%	97%
MOTOR FUEL LOCAL OPTION	52%	40%
TRANSPORATION SALES TAX	89%	78%
HOME PROGRAM	73%	17%
HOMELESS MANAGEMENT INFO SYS- TEMS	66%	N/A
TRANSIT SALES TAX BOND COSTRUCT	76%	-0-%
TRANSPORTATION CAPITAL	81%	126%
CAMPTON HILLS IMPACT FEES	66% (2)	73%

(cont'd)

THE ABOVE FINANCIAL INFORMATION IS **UNAUDITED**

**EXPENDITURES:**03-31-1003-31-09

GREATER ELGIN IMPACT FEE	133% (2)	116%
TRI-CITIES IMPACT FEES	115% (2)	197%
WEST CENTRAL IMPACT FEES	101% (2)	99%
NORTH IMPACT FEES	97% (2)	-0-%
JUVENILE JUSTICE BOND DEBT SVC.	89%	88%
CAPITAL IMPROVE BOND DEBT SERV	95%	92%
MFT BOND DEBT SERVICE	77%	76%
ENTERPRISE SURCHARGE	68%	33%
ENTERPRISE GENERAL	561%	-0-%

(1) Entire expenditure is a transfer

(2) Entirely encumbrances, no other expenditures at this time

The Above Financial Information is **UNAUDITED**

FEATURE OF THE MONTH

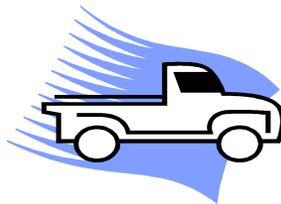
Vehicle Audit 2010

The pace of change in Kane County has been reflected over the years by the volume of retirements and additions to the County's vehicle fleet. It is an Auditor's Office function to periodically conduct an audit of county vehicles. This examination includes compiling a "master" list by reviewing financial fixed asset records, risk management insurance records, and department fleet records. Then the auditor takes to the field and physically verifies each vehicle. With the volume of vehicles in Kane County, it is inevitable that discrepancies arise between the various lists. One of our objectives is to provide assurance that County's fixed asset records are complete and correct. We will be providing feedback to finance, risk management and the departments on our findings.

So, for the next few weeks you may be seeing a lone figure roaming County parking lots, searching out vehicles, and checking them off the "master" list. His equipment will include clipboard and list, a small flashlight and paper towel to wipe windshields to read VIN numbers, and a green Notre Dame hat to protect delicate eyes from the bright springtime Kane County sun.

To help channel the excitement caused by this audit project, the County Auditor is offering a valuable gift certificate to the county employee who correctly guesses the number of Illinois plated vehicles held by Kane County, and covered in this audit. If there are multiple winning entries, the Auditor's Office will hold a drawing of correct entries to select a winner. The final determination of the correct number and the selection of the winner is under sole control of the County Auditor. Only an employee who enters can win. If no one selects the correct number, the County Auditor reserves the right to not select a winner. Each employee can enter only one time, and entries must be submitted on paper via interoffice mail, and must include your name, department, office phone number (or your cell number if no office phone), and your vehicle number guess. This contest is only available to employees of Kane County who appear on the May 14, 2010 NWS Pay Day Register Report. Entries are due in the Auditor's Office no later than May 24, 2010. No county funds are being used in this contest. The County Auditor is providing the gift certificate with personal funds.

And who said nothing exciting ever happens in the Auditor's Office?





FROM THE LIGHT SIDE

CAR BREAK TROUBLE

A Software Engineer, A Hardware Engineer and a Branch Manager were on their way to a meeting. They were driving down a steep mountain road when suddenly the brakes on their car failed. The car careened almost out of control down the road, bouncing off the crash barriers, until it miraculously ground to a halt scraping along the mountainside. The car's occupants, shaken but unhurt, now had a problem: they were stuck halfway down a mountain in a car with no brakes. What were they to do?

"I know," said the Branch Manager, "Let's have a meeting , propose a Vision, formulate a Mission Statement, define some Goals, and by a process of Continuous Improvement find a solution to the Critical Problems, and we can be on our way."

"No, no," said the Hardware engineer, "That will take far too long, and besides, that method has never worked before. I've got my Swiss Army knife with me, and in no time at all I can strip down the car's braking system, isolate the fault, fix it, and we can be on our way."

"Well," said the Software Engineer, "Before we do anything, I think we should push the car back up the road and see if it happens again."

MAY 2010 ISSUE

OTHER REMINDERS

Receipts must be taped to a 8 x11 piece of paper. They need to go through the scanner.



DO NOT USE STAPLES FOR ANY REASON.

Invoice batches must have department approval before being submitted to the Auditor's office. Invoices must be in the order as they appear in the batch on NWS.

Detailed itemized receipts must be submitted for any purchase with a credit card (personal or County issued). A **summary receipt will not** be accepted as supporting documentation.

Personal Expense Vouchers must be personally approved by the department supervisor or designee (no facsimile stamps). Travel reimbursement will only be available when submitted within **90** days of the travel date.

Travel Policy

A revision of the Travel Policy for local travel will be presented for approval and implementation.

Direct deposit is available and we encourage it's use. Contact the Payroll Department for payroll checks and the Finance Department for PEV reimbursements.

The Watch Dogs:

Bill Keck

John Harahan

Michele Matuszak

