

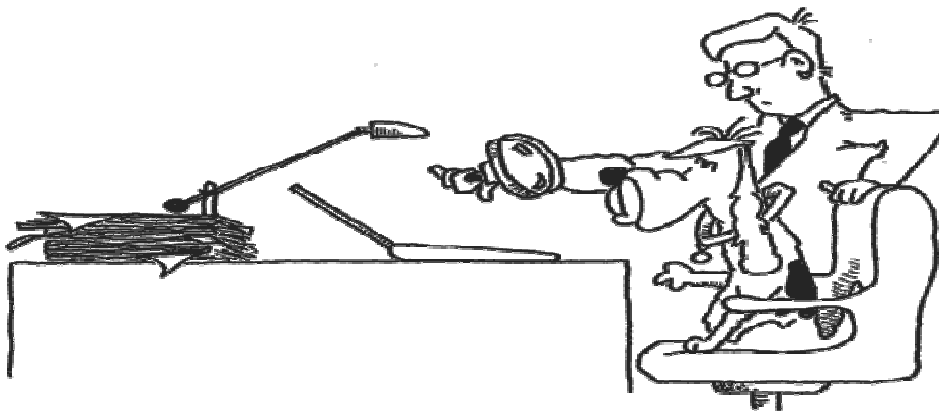


JUNE 2011 ISSUE

Audit Watch is a report issued by the Auditor's Office which contains information of interest to county officials and board members. This issue for the sixth month of the Fiscal Year 2011 is a supplement to the May 31, 2011 financial information prepared and issued by the Finance Department. As of May 31, 2011 county offices and departments would be at 50% 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 53% of budget expenditures.

- * Budget overages are based upon actual expenditures plus encumbrances in relation to the budget. Encumbrances in the Transportation Division and Building Management Department represent commitments for future projects.
- For those departments with significant encumbrances, the encumbered amount is identified in the monthly financial statements.
- * Debt Service expenditures are comparable with the prior year.
- * 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 July 13, 2011*
- *Next Payroll Date is July 8, 2011*
- *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.*



EXPENDITURES: 05-31-11 05-31-10

EXPENDITURES:	<u>05-31-11</u>	<u>05-31-10</u>
BUILDING MANAGEMENT	72% (3)	44%
REGIONAL OFFICE OF EDUCATION	60%	62%
JUDICIARY & COURTS	55%	59%
COURT SERVICE ADMINISTRATION	59%	41%
ELECTRONIC MONITORING	59%	44%
JUVENILE CUSTODY	64%	64%
ADULT JUSTICE FACILITY DEBT SERV	73%	71%
COMMUNICATION/TECHNOLOGY	55%	30%
OPERATIONAL SUPPORT	57%	85%
RIVERBOAT	82%	79%
CHILDREN'S WAITING ROOM	54%	41%
COURT DOCUMENT STORAGE	64%	38%
DRUG PROSECUTION	54%	48%
WEED & SEED	63%	58%
ADULT DRUG COURT	100% (1)	100%
COUNTY HIGHWAY	61%	61%
COUNTY BRIDGE	60%	47%
MOTOR FUEL TAX	85%	74%
COUNTY HIGHWAY MATCHING	98%	50%
MOTOR FUEL LOCAL OPTION	72%	60%
TRANSPORTATION SALES TAX	89%	89%
COUNTY HEALTH	54%	51%

(cont'd)

THE ABOVE FINANCIAL INFORMATION IS **UNAUDITED**

**EXPENDITURES:**05-31-201105-31-2010

CDBG	78%	325
HOMELESS MGMT INFO SYSTEMS	56%	66%
RECOVERY ACT PROGRAMS	100% (2)	-0-%
CAPITAL IMPROVE. BOND CONST.	149% (3)	20%
TRANSIT SALES TAX BOND CONST	112%	80%
RECOVERY ZONE BOND CONST	55%	0%
TRANSPORTATION CAPITAL	74%	81%
AURORA IMPACT FEES	140% (3)	3%
CAMPTON HILLS IMPACT FEES	97% (2)	72%
GREATER ELGIN IMPACT FEES	296% (2)	133%
NORTHWEST IMPACT FEES	62%	4%
SOUTHWEST IMPACT FEES	139% (2)	0%
TRI - CITIES IMPACT FEES	103% (2)	115%
WEST CENTRAL IMPACT FEES	100% (2)	100%
NORTH IMPACT FEES	316% (2)	97%
JUVENILE JUSTICE BOND DEBT SERV	100%	133%
MFT BOND DEBT SERVICE	79%	77%
TRANSIT SALES TAX DEBT SERV	94%	0%
ENTERPRISE SURCHARGE	75%	72%
CIRCUIT CLERK	55%	55%
ELECTIONS	64%	51%
CAPITAL IMPROVEMENT BOND SERV.	96%	95%

- (1) Entire expenditure is a transfer
- (2) Entirely due to encumbrances
- (3) Primarily encumbrances, no other expenditures at this time

The Above Financial Information is **UNAUDITED**



FEATURE OF THE MONTH — ETHICS



In view of the issues discussed in the Governor Rod Blagojevich trial, it seems appropriate to feature ethics this month. According to County Ordinance 10-206, which amended and restated the Kane County ethics ordinance, there are prohibited political activities including the following:

- An employee shall not be required to (a) purchase tickets, solicit orders to purchase tickets, sell, distribute or receive payment for political tickets for any political fundraiser or campaign fund for a specific candidate for political office or (b) financially contribute to any political organization, political party, political rally, political fundraiser, political meeting or event.
- Political contributions shall not be intentionally solicited or accepted on County property by any employee or candidate for elective office. An inadvertent acceptance of a political contribution shall not be considered a violation of this ordinance if reasonable and timely action to return the contribution to its source.
- An officer or employee or a candidate for an elected office may not promise anything of value related to County government, including but not limited to positions in County government, promotions, salary increases, other employment benefits, board or commission appointments, favorable treatment in any official or regulatory matter, the awarding of any public contract, or action or inaction on any legislative or regulatory matter, in consideration for a contribution to a political committee, political party, or other entity that has as one of its purposes the financial support of a candidate for elective office.

Any employee who is requested or directed to engage in a prohibited political activity shall report such request or directive to the State's Attorney Office.

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OTHER REMINDERS

stamps). Travel reimbursement will only be available when submitted within **90** days of the travel date.

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.

Travel Policy

The new version of the travel policy may be found on the Finance web page.

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.

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

Personal Expense Vouchers must be personally approved by the department supervisor or designee (no facsimile

The Watch Dogs:

Bill Keck

John Harahan

Michele Matuszak



CRYSTAL BALL ROOM

Our crystal ball is broken!!!

There can be great fortune in your future but you must tell the tale!!!!

Do you want to tell your tale of woe?? The crystal ball needs your documents to be able to read your story!!!Your fortune will then be easily reimbursed.

