



## RESOLUTION / ORDINANCE EXECUTIVE SUMMARY ADDENDUM

### **Title**

Authorizing Three (3) Procurement Cards Issued to the Kane County Division of Transportation and the Transaction Limits Thereof

### **Committee Flow:**

Transportation Committee, Finance and Budget Committee

### **Contact:**

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### **Budget Information:**

Was this item budgeted? N/A	Appropriation Amount: \$ N/A
If not budgeted, explain funding source: N/A	
Was this item passed through the appropriate committee? N/A	

### **Summary:**

Per the Procurement Card (p-card) policy, each year the number of p-cards issued and the transaction limits established for each County department/office shall be approved annually by the standing committee to which the department/office reports and by the Finance Committee.

This resolution authorizes the number of procurement cards (P-card) issued to the Kane County Division of Transportation (KDOT) and the cards monthly and single purchase transaction limits. KDOT has three (3) p-cards issued in the name of Mike Zakosek, Mike Way, and Heidi Files each with single purchase limits of \$5,000 and monthly transaction limits of \$15,000.

Staff recommends approval.