



Legislation Text

File #: TMP-24-2501, Version: 1

AUTHORIZING REVISION TO THE KANE COUNTY FINANCIAL POLICIES RELATED TO TRAVEL

WHEREAS, the Local Government Travel Expense Control Act (50 ILCS 150/1 et seq.) permits local public agencies to regulate the reimbursement of travel, meal, and lodging expenses for officers and employees (50 ILCS 150/10); and

WHEREAS, the Local Government Travel Expense Control Act provides that certain documentation must be submitted before such expenses may be approved (50 ILCS 150/20); and

WHEREAS, the Local Government Travel Expense Control Act also provides that county board member expenses may only be approved by roll call vote at an open meeting of the county board (50 ILCS 150/15); and

WHEREAS, the Kane County Code, Section 2-72: Travel Expenses Generally, provides for reimbursement for the expenses of county board members; and

WHEREAS, the County Auditor has a statutory duty to audit all claims against the county (55 ILCS 5/3-1005); and

WHEREAS, the Kane County Financial Policies, Travel Policy, does not currently provide for a process that would permit the County Auditor to review county board member requests for reimbursement to ensure the appropriate documentation has been provided before the requests are submitted to the county board for a roll call vote; and

WHEREAS, it is necessary to amend section (f) of the Kane County Financial Policies, Travel Policy, to establish a process for the County Auditor to audit county board member requests for reimbursement.

WHEREAS, this process, which will be added to section (f)(i) of the Kane County Financial Policies, Travel Policy (underline indicates insertion of text), will be established as follows:

County Board members will, before presenting a reimbursement for expenses through the committee process, submit the personal expense voucher and any supporting documentation, to the County Board Office for entry into New World or other similar software for the Auditor's Office for review. The Auditor's Office will advise the County Board Office or the Finance Department if adjustments to the request are recommended.

NOW, THEREFORE, BE IT RESOLVED by the Kane County Board that the revision to the Kane County Financial Policies, Travel Policy, attached as Exhibit A, is hereby approved.

Passed by the Kane County Board on July 9, 2024.

John A. Cunningham, MBA, JD, JD
Clerk, County Board
Kane County, Illinois

Corinne M. Pierog MA, MBA
Chairman, County Board
Kane County, Illinois

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