



COUNTY BOARD ADDENDUM

County of Champaign, Urbana, Illinois
Thursday, October 23, 2025 – 6:30 p.m.

Shields-Carter Meeting Room
Bennett Administrative Center
102 East Main Street, Urbana, Illinois

Agenda Items

Page #'s

XIV. New Business

K. Adoption of Resolution No. 2025-308 Purchase Not Following the Purchasing Policy

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RESOLUTION NO. 2025-308

PURCHASES NOT FOLLOWING PURCHASING POLICY

October 2025

WHEREAS, Purchases by Champaign County offices and departments sometimes occur that are not in compliance with the Champaign County Purchasing Policy; and

WHEREAS, The Champaign County Auditor must present those purchases to the Champaign County Board for approval of payment;

NOW, THEREFORE, BE IT RESOLVED By the Champaign County Board that the purchases not following purchasing policy as presented by the Champaign County Auditor on October 23, 2025 are hereby approved for payment.

PRESENTED, ADOPTED, APPROVED by the County Board this 23rd day of October A.D. 2025.

Jennifer Locke, Chair
Champaign County Board

Recorded
& Attest: _____
Aaron Ammons, County Clerk
and ex-officio Clerk of the
Champaign County Board
Date: _____

Approved: _____
Steve Summers, County Executive
Date: _____

FOR COUNTY BOARD APPROVAL
10/23/2025

PURCHASES NOT FOLLOWING THE PURCHASING POLICY AND EMERGENCY PURCHASES

For items paid 09/01/2025 through 09/30/2025

	DEPARTMENT	IN/PO DATE	PAID DATE	DESCRIPTION	VENDOR	AMOUNT
	CREDIT CARD PAID WITH NO RECEIPT					
	Coroner	8/29/2025	9/12/2025	Credit card purchase with missing receipt backup for gas purchase	JP Morgan Chase Bank	\$ 40.58
	Coroner	8/29/2025	9/12/2025	Credit card purchase with missing receipt backup for MTD purchase	JP Morgan Chase Bank	\$ 10.00
	State's Attorney	7/31/2025	9/12/2025	Lost receipt form submitted; unable to verify sales tax, food/drinks bought for conference travel meal at Grafton Pub (instead of claiming business travel per diem)	JP Morgan Chase Bank	\$ 12.90
	State's Attorney	7/31/2025	9/12/2025	Lost receipt form submitted; unable to verify sales tax, food/drinks bought for conference travel meal at True Food Kitchen Kansas City (instead of claiming business travel per diem)	JP Morgan Chase Bank	\$ 19.38
	State's Attorney	7/31/2025	9/12/2025	Lost receipt form submitted; unable to verify sales tax, food/drinks bought for conference travel meal at True Food Kitchen Kansas City (instead of claiming business travel per diem)	JP Morgan Chase Bank	\$ 36.96
	State's Attorney	7/31/2025	9/12/2025	Lost receipt form submitted; unable to verify number of nights stayed, any other expenses for conference travel housing at Intercontinental Hotel	JP Morgan Chase Bank	\$ 1,295.14
	NEGLECTED TO USE TAX-EXEMPT STATUS					
	State's Attorney	7/31/2025	9/12/2025	Total is \$767.08; Fastsigns banner & table cover purchase; sales tax portion \$55.75	JP Morgan Chase Bank	\$ 55.75

** Already paid (information only)