## Aitkin County Board of Commissioners Request for County Board Action/Agenda Item Cover Sheet



To: Chairperson, Aitkin County Board of Commissioners Date: 1-31-12
Via: Patrick Wussow, County Administrator
From: Patrick Wussow, County Administrator
Title of Item:
2011 Year End Report
Requested Meeting Date: <u>2-7-12</u> Estimated Presentation Time:
Presenter: Kirk Peysar, County Auditor
Type of Action Requested (check all that apply)
X_ For info only, no action requested Approve under Consent Agenda
For discussion only with possible future action Adopt Ordinance Revision
Let/Award Bid or Quote (attach copy of basic bid/quote specs or summary of complex specs, each bid/quote received & bid/quote
comparison) Approve/adopt proposal by motion Approve/adopt proposal by resolution (attach draft resolution)
Authorize filling vacant staff position
Request to schedule public hearing or sale Other (please list)
Request by member of the public to be heard
Item should be addressed in closed session under MN Statute
Fiscal Impact (check all that apply)
Is this item in the current approved budget? Yes No(attach explanation)
What type of expenditure is this? Operating Capital Other (attach explanation)
Revenue line account # that funds this item is:
Expenditure line account # for this item is:
Staffing Impact (Any yes answer requires a review by Human Resources Manager before going to the board)
Duties of a department employee(s) may be materially affectedYesNo
Applicable job description(s) may require revisionYesNo
Item may impact a bargaining unit agreement or county work policyYesNo
Item may change the department's authorized staffing levelYes No
Supporting Attachment(s)
X Memorandum Summary of Item
Copy of applicable county policy and/or ordinance (excerpts acceptable)
Copy of applicable state/federal statute/regulation (excerpts acceptable)
Copy of applicable contract and/or agreement
<ul> <li>Original bid spec or quote request (excluding complex construction projects)</li> <li>Bids/quotes received (excluding complex construction projects, provide comparison worksheet)</li> </ul>
Bid/quote comparison worksheet
Draft County Board resolution Plat approval check-list and supporting documents
Plat approval check-list and supporting documents Copy of previous minutes related to this issue
Copy of previous militales related to this issue X_ Other supporting document(s) (please list) Revenues & Expenditures - AS400 & Graphs
A Other supporting document(s) (prease net)

Provide eleven (11) copies of supporting documentation <u>NO LATER THAN Wednesday at Noon</u> to make the Board's agenda for the following Tuesday. Items <u>WILL NOT</u> be placed on the Board agenda unless complete documentation is provided for mailing in the Board packets. (see reverse side for details)

### AITKIN COUNTY ADMINISTRATOR

# Aitkin County Courthouse Patrick Wussow, Aitkin County Administrator

217 Second Street N.W. - Room 130

Aitkin, MN 56431 218-927-7276

Fax: 218-927-7374

TO:

Aitkin County Board of Commissioners

FROM: Patrick Wussow, Aitkin County Administrator

RE:

Review 2011 Budget - Kirk Peysar

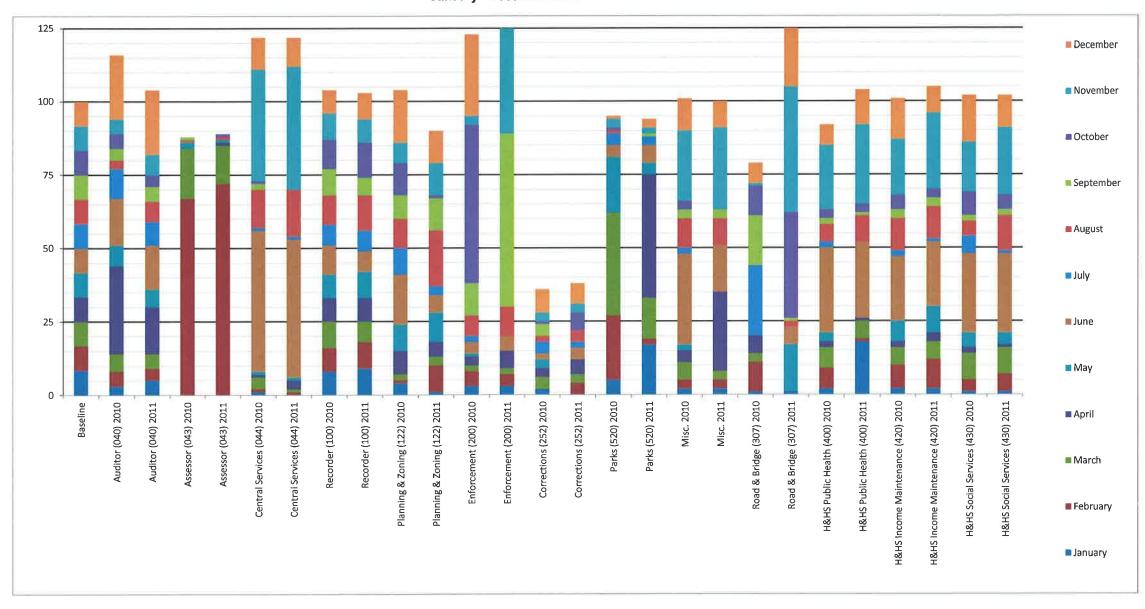
**DATE: January 31, 2012** 

The attached AS-400 is for the year 2011. It includes revenues and expenditures for the entire year of 2011. These are unaudited figures.

Additionally, staff is providing summary bar charts of 2011 Revenues & Expenditures. These charts only represent significant accounts.

If you have questions prior to the Board meeting please let me know as some questions may require research into specific line items.

#### Revenues (Only) Report January - December 2010 January - December 2011



#### Expenditures (Only) Report January - December 2010 January - December 2011

