



Bonner County

Auditing

December 2, 2025

Memorandum

Consent Agenda
BOCC
Item # 1

To: Commissioners

From: BOCC

Re: Administration Building will be Closed for a Holiday Luncheon

The Bonner County Administration Building will be closed for an Employee Holiday Luncheon from 11:30 A.M. to 2:30 P.M on December 9, 2025.

Auditing Review: _____

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.

Risk Review: _____

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved. This includes new equipment/assets to be insured or contracts requiring insurance for review.

Legal Review: _____

Email is attached *Handwritten signature* verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: _____ Original to BOCC
_____ Copy to

Consent Agenda

Recommendation Acceptance: yes no

Handwritten signature

Brian Domke, Chair

Handwritten date

Date 12/2/25