

February 21, 1930.

Dear Sir:

Heretofore the County Auditor has furnished semi-annually a budget report (the budget performance) which was of little value because of the system of accounting in use and the fact that no informative data was furnished pertaining to the operation of departments.

The Board has decided and found that with little additional expense an annual report containing information of the activities of all departments should be furnished to the public and those interested. Also the elective officers should have some means of officially accounting to the public.

To this end we are asking you to furnish this office with such data, properly explained, as in your judgment would be suitable to include in such a report. The publishing can be facilitated if the reports are concise, informative, and well-edited, and furnished on the date requested. Tables, properly segregated, covering several years operations, would be desirable if properly captioned and explained.

The booklet will comprise about fifty pages and your Department has been allotted _____ pages. The closing date to receive the matter has been set for Thursday, February 27th, five p.m. If information is not available by that time it may be construed that your Department is not interested, but we cannot permit a longer period as it will make the publication too late to be of value if delayed.

We ask your co-operation and beg to remain,

CLAY S. MORSE

Chairman

CSM:RC

P.S.

Where two departments are somewhat interlocked suggest that the heads thereof confer to avoid duplication. The annual of King County, Washington, is entirely tables, with no explanation and would not be the kind of report to have real value, but on the other hand, a report without supporting tables would hardly be desirable; a compromise of both would be suitable.

C.S.M.