



Legislation Text

File #: 24-373, Version: 1

Memorandum

Date: April 2, 2024

To: The Honorable Chair, Lake County Board of Supervisors

From: Jenavive Herrington, Auditor-Controller/County Clerk

Subject: Approve Reissuance of Property Tax Refund Check from FY 14/15 in the amount of \$363.42 issued to Catherine Orloff Trustee

Executive Summary:

The Auditor-Controller's office has received a request to reissue a check that was not cashed within six months of the date of issuance and is now void.

Check number 712206 was a supplemental tax refund in the amount of \$363.42, issued to Catherine Orloff Trustee on 06/24/2015. Mrs. Orloff states that the check was misplaced and recently discovered outside of the two-year timeframe allowable for the Auditor-Controller to approve reissuance. She has returned the check to our office uncashed and has requested that we reissue the check.

Government Code §29802 sets guidelines by which the Auditor-Controller or your Board may authorize replacement for void checks. The date of the checks falls outside the two-year timeframe allowable for the Auditor-Controller to approve reissuance; therefore, I respectfully request your approval to reissue the check to Catherine Orloff Trustee.

If not budgeted, fill in the blanks below only:

Estimated Cost: N/A Amount Budgeted: N/A Additional Requested: N/A Future Annual Cost: N/A

Purchasing Considerations (check all that apply): ☐ Not applicable

- ☐ Fully Article X.- and/or Consultant Selection Policy-Compliant (describe process undertaken in "Executive Summary")
- ☐ Section 2-38 Exemption from Competitive Bidding (rationale in "Executive Summary," attach documentation, as needed)
- ☐ For Technology Purchases: Vetted and Supported by the Technology Governance Committee ("Yes," if checked)
- ☐ Other (Please describe in Executive Summary)

Consistency with Vision 2028 (check all that apply):

- | | | |
|--|--|--|
| ☐ Well-being of Residents | ☐ Public Safety | ☐ Not applicable |
| ☐ Economic Development | ☐ Infrastructure | ☐ Disaster Prevention, Preparedness, Recovery |
| ☐ Community Collaboration | ☐ Business Process Efficiency | ☐ County Workforce |
| | | ☐ Clear Lake |

Recommended Action:

**Approve Reissuance of Property Tax Refund Check from FY 14/15 in the amount of
\$363.42 issued to Catherine Orloff Trustee**