



## Legislation Text

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File #: 18-159, Version: 1

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### MEMORANDUM

**TO:** Board of Supervisors

**FROM:** Cathy Saderlund Auditor-Controller/County Clerk

**DATE:** March 13, 2018

**SUBJECT:** Approve Reissuance of Tax Refund Check from FY 2009/2010 to Martha Brooklan in the amount of \$43.21

**EXECUTIVE SUMMARY:**

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

Check number 973730 was a roll change refund for a reduction in value in the amount of \$43.21, issued to Martha Brooklan on 10/02/2009. Ms. Brooklan states the check was misplaced, has returned the uncashed check, and has requested that we reissue this check. Attached is the supporting documentation for this request.

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

**FISCAL IMPACT:** ☒ None ☐ Budgeted ☐ Non-Budgeted

Estimated Cost:

Amount Budgeted: none

Additional Requested: none

Annual Cost (if planned for future years):

**FISCAL IMPACT (Narrative):** none

**STAFFING IMPACT (if applicable):** none

**RECOMMENDED ACTION:** Approve Reissuance of Tax Refund Check from FY 2009/2010 to Martha Brooklan in the amount of \$43.21