



## Legislation Text

File #: 19-875, Version: 1

### MEMORANDUM

**TO:** Board of Supervisors

**FROM:** Cathy Saderlund, Auditor-Controller

**DATE:** September 17, 2019

**SUBJECT:** Approve Reissuance of Tax Refund Checks in the amounts of \$19.92 and \$42.82, issued to Stephen Phipps on 5/14/12.

#### EXECUTIVE SUMMARY:

The Auditor-Controller's office has received a request from Stephen Phipps to reissue two checks, which were not cashed within six months of the issuance date and are void.

Check number 647278 was a supplemental refund for a reduction in value in the amount of \$19.92, issued to Stephen Phipps on 4/18/12. Check number 648863 was a supplemental refund for a reduction in value in the amount of \$42.82, issued to Stephen Phipps on 5/14/12. Mr. Phipps states the checks were misplaced, has returned the uncashed checks, and has requested that we reissue the checks. 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 checks for Mr. Phipps.

**FISCAL IMPACT:** \_\_\_ None \_\_\_ Budgeted \_\_\_ Non-Budgeted

Estimated Cost:

Amount Budgeted:

Additional Requested:

Annual Cost (if planned for future years):

**FISCAL IMPACT (Narrative):** None

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

**RECOMMENDED ACTION:** Approve Reissuance of Tax Refund Checks in the amounts of \$19.92 and \$42.82, issued to Stephen Phipps on 5/14/12.