



CALAVERAS COUNTY BOARD OF SUPERVISORS AGENDA SUBMITTAL

Short Name/Subject Introduction of Duplicate Warrant Issuance Ordinance	Board Meeting Date September 12, 2017	Agenda Number 21
Dept: Auditor/Controller Contact: Rebecca Callen Phone: (209) 754-6343	Supervisory District Number	Regular Agenda
Published Notice Required? No Public Hearing Required? No		Estimated Time: 10 Minutes
Type of Document? Action Item PowerPoint Presentation Included? No Budget Transfer Included (Must be signed by Auditor)? No Complete Agreement Required? No Position Allocation Change? No		

RECOMMENDATION:

Introduce and waive the first reading of an ordinance adding section 2.24.040 "Establishment of reduced time periods allowed by statute", specifically for issuance of duplicate warrants. Authorize staff to publish a summary of the ordinance before the second reading as required by law.

DISCUSSION/SUMMARY:

Government Code Section 29850 – 29854 defines the process for replacing lost or destroyed warrants/ checks. The county currently does not have a shortened time for a recipient to be granted approval for a lost warrant under the 20 days defined in code.

Given the County is on Positive Pay, reconciles the cleared check information daily, and has the ability to immediately determine if a check is outstanding, it would be acceptable to shorten the hold time from 20 days to 7 days.

Per Government Code Section 29853, the Board of Supervisors may by ordinance establish this shortened period of time.

This change does not impact Public Assistance warrants, which are already set at 5 days, per Government Code Section 29853.5.

FINANCING:

There is no cost to implement this in general. However, any check that is reissued will have the original version “stopped” at our bank to prevent it from being cashed at a future date. The bank will charge for this service and that fee will be charged to the budget unit where the check was originally drawn from.

ALTERNATIVES:

The Board of Supervisors could retain the Government Code timeframe of 20 days. However, I

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do not feel that is in the best interest of the employees or vendors.

APPROVED BY:


Rebecca Callen, Auditor/Controller 7/11/2017


Diane Beverud, Deputy Clerk of the Board of Supervisors 7/12/2017


Megan Stedfeld, County Counsel 8/2/2017


Tim Lutz, County Administrative Officer 8/22/2017