



REQUEST FOR COUNCIL ACTION

AGENDA DATE: October 14, 2025

AGENDA ITEM: Consider Voiding Lost Accounts Payable Checks and Issue Replacement Checks.

PREPARED BY: Laura Pfeifer

BACKGROUND:

Accounts payable check #160800 issued to Govconnection on July 29, 2025 for \$3,297.74 is lost. An authorized representative has completed the required Affidavit of Lost Check.

Accounts payable check #159878 issued to Treasure Bay Printing on April 15, 2025 for \$46.00 is lost. Juan Lazo has completed the required Affidavit of Lost Check.

REQUESTED COUNCIL ACTION:

Make a motion to void lost accounts payable checks #160800 and #159878, issue new checks and waive bond requirements for the checks to Govconnection and Treasure Bay Printing for the amounts of \$3,297.74 and \$46.00, respectively.