



CITY OF LAKE FOREST PARK

CITY COUNCIL

AGENDA COVER SHEET

Meeting Date	September 24, 2026
Originating Department	Finance Department
Contact Person	Leslie Peterson, Finance Director
Title	Resolution 26-2099/Cancelling Certain Checks

Legislative History

- First Presentation/Action September 24, 2026 Regular Meeting
-

Attachments:

1. Resolution Number 26-2099
-

Executive Summary

Resolution Number 26-2099 proposes cancelling unclaimed checks and transferring the associated funds to the State under the Revised Uniform Unclaimed Property Act.

Background

State law allows for the nullification of checks that remain unpresented for payment one year after they have been issued. The City's Finance Department issued a "lost check affidavit" letter to each payee, providing an option to request a reissue if their check was lost or misplaced. We have not received any response from the payees and recommend the cancellation of these checks.

All funds from these cancelled checks will be forwarded to the State of Washington as outlined in Chapter 63.30 RCW, the "Revised Uniform Unclaimed Property Act," once they are considered abandoned. Unclaimed property funds need to be submitted to Washington State Department of Revenue annually by October 31.

Fiscal & Policy Implications

Transferring the unclaimed funds to the state alleviates the City from holding onto the money, eliminating the need to wait indefinitely for potential claimants. There are 16 checks with a total value of \$800.92.

Alternatives

<i>Options</i>	<i>Results</i>
• Approve the resolution	The checks would be cancelled and the unclaimed money would be sent to the state
• Not approve the resolution	The unclaimed money would need to be tracked by the City in order to fulfill claims if someone were to claim it.

Staff Recommendation

Approve Resolution 26-2099 to cancel the checks and transfer the funds to the State.