



## Snohomish County Council

**Committee:** Finance  
**ECAF:** 2021-0657  
**Proposal:** Motion 21-306

**Analyst:** Jim Martin  
**Date:** September 3, 2021

### **Consideration:**

Cancellation of Aged Outstanding Warrants.

### **Background**

RCW 36.22.100 requires that County warrants not presented for payment within one year of issue be cancelled, and the funds submitted to Washington State Department of Revenue Unclaimed Property Division. There is no fiscal impact to the County as the payments are already accounted for.

The Finance department monitors warrants that are issued and remain outstanding, and does have policies in place to contact vendors for warrants over \$25. Outstanding warrants over \$25 receive special notices that remind vendors to redeem their warrants. Finance continues to contact vendors until the warrants are sent to the Department of Revenue Unclaimed Property Division by October 31<sup>st</sup> of the subsequent year. The DOR publishes the information in newspapers and on their website so that people can still redeem the outstanding warrants.

### **Current Proposal**

The amount being cancelled is \$31,036.15 across the entire County. The majority of the warrants are for Jury Fees/Mileage and Fair Exhibitors. Exhibit A in the ECAF packet lists all the outstanding warrants to be cancelled.

### **2021 Budget:**

*Is this in the current year budget:* N/A

**Future Budget Impacts:** None.

**Handling:** Normal.

**Approved-as-to-form:** N/A.

**Risk Management:** N/A.

**Executive Recommendation:** APPROVE.

**Attachments:** Refer to the submitted ECAF that includes the following attachments:

- (1) Proposed Motion
- (2) Exhibit A, Schedule of Unclaimed Warrants

**Amendments:** NONE.

**Request:** Move to GLS, September 22<sup>nd</sup> for consideration.