

BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT

RESOLUTION 2017-24

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT, KITSAP COUNTY, WASHINGTON, AUTHORIZING THE CANCELLATION OF UNCLAIMED PROPERTY IN THE FORM OF OUTSTANDING PAYROLL CHECKS.

WHEREAS, each year the Park District has unclaimed property in the form of payroll checks that have not been cashed; and

WHEREAS, Park District staff has done due diligence in attempting to resolve the unredeemed checks by seeking to contact those individuals to whom the checks are payable; and

WHEREAS, the unclaimed property section of the WA State Department of Revenue stipulates that after one year of not redeeming items such as those referenced above, these outstanding payroll checks are to be reported to WA State as unclaimed property, and may be submitted when an agency does not want to continue holding the funds; and

WHEREAS, such cancellation is best authorized through a resolution of the Board of Commissioners with an attached list of those items that will be cancelled, and referenced herein as "Exhibit A"; and

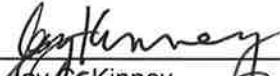
WHEREAS, the Administrative Services Director will transfer the cancelled funds to the unclaimed property section of the WA State Department of Revenue, so that any persons later wanting to redeem their unclaimed property can do so by contacting the Department of Revenue,

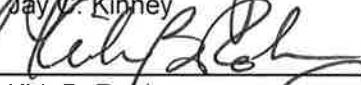
NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Bainbridge Island Metropolitan Park & Recreation District, Kitsap County, Washington, that the Administrative Services Director be authorized to at the 2017 year end cancel any outstanding payroll checks that have been on the books for one year as indicated on the attached Exhibit A, and to adjust the appropriate payroll accounts accordingly.


PASSED by the Board of Commissioners of the Bainbridge Island Metropolitan Park & Recreation District, Kitsap County, Washington, at a regular meeting thereof held this 21st day of December, 2017, the undersigned commissioners being present.


BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT

BY: 
Kenneth R. DeWitt

BY: 
Jay C. Kinney

BY: 
Kirk B. Robinson

BY: 
John Thomas Swolgaard

ATTEST: 
Lee Cross, Secretary

Payroll: Outstanding checks

EXHIBIT A

Payee	Type	Amount
Dominique A. D'Onofrio	Payroll	\$ 34.61
Susan Lugo	Payroll	\$ 639.74
Jacob A Strader	Payroll	\$ 110.44
Dominique A. D'Onofrio	Payroll	\$ 67.18
Jacob A Strader	Payroll	\$ 129.94
Kaelan C. Armstrong	Payroll	\$ 5.48
Amanda Sellman	Payroll	\$ 213.74
Total		<u>\$ 1,201.13</u>