

**Livermore Area Recreation and Park District**  
**Staff Report**

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TO: Chair Furst and Board of Directors

FROM: Mathew Fuzie, General Manager  
Julie Dreher, Finance Officer

DATE: December 11, 2024

**SUBJECT: District Notice 0013 – Unclaimed Property**

COMMITTEES: Finance Committee recommended approval, with edits (November 18, 2024)

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**PURPOSE:** The unclaimed property policy is intended to provide guidelines for taking possession of long-standing unclaimed checks in accordance with California Government Code and to ensure the propriety of the related accounting transactions.

**POLICY:** It is the policy of Livermore Area Recreation and Park District (LARPD) to properly account for unclaimed money in a manner that follows the California Government Code sections 50050 through 50056. Checks that are returned to LARPD as undeliverable will be researched to determine the reason for the return. If the owner cannot be located, the returned check will be voided, and the funds will be transferred to an account established for the purpose of holding unclaimed funds. Funds that remain unclaimed for the period of time specified in the Government Code will become the property of LARPD after the proper procedures have been followed. LARPD will reclaim the funds by preparing a journal entry to transfer the funds back to the accounts of origin.

**ATTACHMENT:**

- a) Draft Resolution No. 2819 Approving District Notice 0013 Unclaimed Property

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**THE BOARD OF DIRECTORS  
OF THE  
LIVERMORE AREA RECREATION AND PARK DISTRICT**

**RESOLUTION NO. 2819**

**A RESOLUTION APPROVING DISTRICT NOTICE 0013  
UNCLAIMED PROPERTY**

*BE IT RESOLVED*, by the Board of Directors, as the governing body of the Livermore Area Recreation and Park District, that District Notice 0013: Unclaimed Property is hereby approved.

*ON MOTION* of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, the foregoing resolution was passed and adopted this 11<sup>th</sup> day of December, 2024 by the following roll call vote:

**AYES:**

**NOES:**

**ABSTENTIONS:**

**ABSENT:**

Approved this 11<sup>th</sup> day of December, 2024,

\_\_\_\_\_  
David Furst  
Chair, Board of Directors

**ATTEST:**

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Mathew L. Fuzie  
General Manager and ex-officio Clerk  
to the Board of Directors