



CC Regular Meeting

AGENDA ITEM REPORT

- Meeting:** CC Regular Meeting - Jan 19 2021
- Title:** Escheatment of Unclaimed Funds to the City of Covina in Accordance with the Escheat of Unclaimed Property Policy
- Presented By:** Geoffrey Cobbett, City Treasurer
Anita Agramonte, Administrative Services Director
- Recommendation:** Authorize staff to pursue the escheatment of unclaimed funds to the City in the amount of \$23,448.06 and approve the transfer of any available funds remaining unclaimed to be recognized as revenue in the General Fund in accordance with the Escheat of Unclaimed Property Policy.

EXECUTIVE SUMMARY:

On December 18, 2018, an updated Escheat of Unclaimed Property policy was adopted and approved by the City Council establishing a uniform and cost-effective method for the treatment of abandoned or unclaimed money in the City's possession consistent with California Government Code Sections 50050 through 50056. Accordingly, staff has reviewed the unclaimed funds presented in Attachments A and B, and recommends escheating the funds to the City in accordance with the policy.

BACKGROUND:

Each year the City of Covina routinely issues checks for vendor payments and various types of refunds. The City accumulates outstanding checks that remain unclaimed, although attempts are made to contact payees in order to reissue the checks. Additionally, monies have accumulated in the Police Department Evidence fund that result from various Police Department activities and have remained unclaimed and can become the City's property.

DISCUSSION:

Section 50050 of the California Government Code states that uncashed checks with an individual amount of \$15 or more, and more than (3) years old may become property of the City of Covina following publication in a newspaper of general circulation published in the local agency by the Treasurer once a week for two successive weeks. As of December 31, 2020, the City held a total amount of \$11,989.12 as detailed in Attachment A.

The Police Evidence Reserve fund has \$10,758.77 in unclaimed monies pertaining to Police Evidence and Found Property/Safekeeping cases. These funds accumulate as a result of various Police Department operational activities including processing of evidence and found property. These monies also meet the criteria under Section 50050, and are illustrated in Attachment A and can be escheated.

Notice will be published once a week for two consecutive weeks beginning on January 21, 2021, and January 28, 2021, in the San Gabriel Valley Examiner. All valid claims received by the filing deadline of February 26, 2021, will be processed within sixty days. Amounts subject to California Government Code Section 50050 totaling \$22,747.89 (less any valid claims), will be recognized as revenue in the General Fund of the City on March 15, 2021, not less than forty-five (45) days; nor more than sixty (60) days after the first publication of the notice.

Furthermore, Section 50055 of the California Government Code states that uncashed checks that are more the (1) year old and less than \$15, may be transferred by the City’s legislative body to the General Fund without public notice in a newspaper. The City’s general ledger shows unclaimed refunds with an individual amount of less than \$15 that are twelve months or older totaling \$700.17. Upon approval of the City Council, these funds may be transferred to the General Fund and recognized as revenues.

Instructions for claiming unclaimed property have been posted on the Covina City Hall bulletin board located at 125 E. College St, Covina, CA 91723. The Claim for Unclaimed Property form has also been placed in the Covina City Clerk’s office and can be completed with proper supporting documentation and can be mailed to or dropped off at the Administrative Services Department – Finance Division of Covina City Hall. These documents are attached hereto as Attachment C & D respectively.

FISCAL IMPACT:

Upon completion of the noticing and escheatment protocols, any remaining unclaimed funds, up to the amount of \$23,448.06, will be recognized in the General Fund – Other Revenue Account 1010-0000-48990.

CEQA (CALIFORNIA ENVIRONMENTAL QUALITY ACT):

N/A.

ATTACHMENTS:

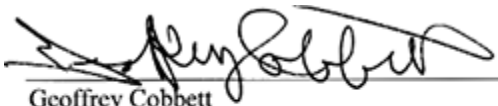
[Attachment A - Proposed Unclaimed Funds \(Pursuant to California Govt Code: Section 50050\)](#)

[Attachment B - Proposed Unclaimed Funds \(Pursuant to California Govt Code: Section 50055\)](#)

[Attachment C - Instructions for Claiming Unclaimed Property](#)

[Attachment D - Claim for Unclaimed Property Form](#)

Respectfully submitted,


Geoffrey Cobbett
City Treasurer


Anita Agramonte
Administrative Services Director

CITY OF COVINA
PROPOSED UNCLAIMED FUNDS (PURSUANT TO CALIFORNIA GOVT CODE: SECTION 50050)

FUND/GL ACCOUNT	NAME/CASE #	DESCRIPTION	DATE	AMOUNT
22000000-22000	CASE # 15-11003	POLICE EVIDENCE	2/3/2016	\$299.00
22000000-22000	CASE # 15-11003	POLICE EVIDENCE	2/3/2016	\$258.00
22000000-22000	CASE # 15-11003	POLICE EVIDENCE	2/3/2016	\$87.50
22000000-22000	CASE # 15-11003	POLICE EVIDENCE	2/3/2016	\$72.00
22000000-22000	CASE # 15-11003	POLICE EVIDENCE	2/3/2016	\$42.00
22000000-22000	CASE # 15-11003	POLICE EVIDENCE	2/3/2016	\$19.50
22000000-22000	CASE # 16-6303	POLICE EVIDENCE	6/29/2016	\$515.00
22000000-22000	CASE # 16-6303	POLICE EVIDENCE	6/29/2016	\$108.00
22000000-22000	CASE # 16-6303	POLICE EVIDENCE	6/29/2016	\$91.00
22000000-22000	CASE # 16-6303	POLICE EVIDENCE	6/29/2016	\$29.25
22000000-22000	CASE # 15-13310	POLICE EVIDENCE	2/3/2016	\$20.96
22000000-22000	CASE # 15-14746	POLICE EVIDENCE	2/3/2016	\$20.00
22000000-22000	CASE # 15-18817	POLICE EVIDENCE	3/1/2016	\$237.00
22000000-22000	CASE # 15-19808	POLICE EVIDENCE	3/1/2016	\$93.47
22000000-22000	CASE # 15-20314	POLICE EVIDENCE	3/1/2016	\$271.00
22000000-22000	CASE # 15-23684	POLICE EVIDENCE	3/17/2016	\$1,039.00
22000000-22000	CASE # 16-1669	POLICE EVIDENCE	4/21/2016	\$2,698.00
22000000-22000	CASE # 16-2450	POLICE EVIDENCE	4/21/2016	\$18.50
22000000-22000	CASE # 16-598	POLICE EVIDENCE	4/21/2016	\$54.52
22000000-22000	CASE # 16-598	POLICE EVIDENCE	4/21/2016	\$170.00
22000000-22000	CASE # 16-3678	POLICE EVIDENCE	5/24/2016	\$865.00
22000000-22000	CASE # 16-3678	POLICE EVIDENCE	5/24/2016	\$51.00
22000000-22000	CASE # 16-3803	POLICE EVIDENCE	5/24/2016	\$248.94
22000000-22000	CASE # 16-4016	POLICE EVIDENCE	5/24/2016	\$528.00
22000000-22000	CASE # 16-5054	POLICE EVIDENCE	5/24/2016	\$123.00
22000000-22000	CASE # 16-5570	POLICE EVIDENCE	5/24/2016	\$20.00
22000000-22000	CASE # 16-6596	POLICE EVIDENCE	6/29/2016	\$39.25
22000000-22000	CASE # 16-6783	POLICE EVIDENCE	6/29/2016	\$36.67
22000000-22000	CASE # 16-10171	POLICE EVIDENCE	7/20/2016	\$43.07
22000000-22000	CASE # 16-10250	POLICE EVIDENCE	7/20/2016	\$20.00
22000000-22000	CASE # 16-11069	POLICE EVIDENCE	7/20/2016	\$193.00
22000000-22000	CASE # 16-9098	POLICE EVIDENCE	7/20/2016	\$99.00
22000000-22000	CASE # 16-9995	POLICE EVIDENCE	7/20/2016	\$320.00
22000000-22000	CASE # 16-12409	POLICE EVIDENCE	8/10/2016	\$404.29
22000000-22000	CASE # 16-14757	POLICE EVIDENCE	8/10/2016	\$107.00
22000000-22000	CASE # 16-13496	POLICE EVIDENCE	8/10/2016	\$136.00
22000000-22000	CASE # 16-12488	POLICE EVIDENCE	8/10/2016	\$412.39

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FUND/GL ACCOUNT	NAME/CASE #	DESCRIPTION	DATE	AMOUNT
22000000-22000	CASE # 16-14757	POLICE EVIDENCE	8/10/2016	\$22.00
22000000-22000	CASE # 16-19537	POLICE EVIDENCE	9/15/2016	\$183.08
22000000-22000	CASE # 16-21415	POLICE EVIDENCE	9/15/2016	\$244.98
22000000-22000	CASE # 16-21904	POLICE EVIDENCE	9/15/2016	\$135.00
22000000-22000	CASE # 16-35163	POLICE EVIDENCE	10/23/2017	\$20.40
POLICE EVIDENCE TOTAL				\$10,395.77
22000000-22010	CASE # 15-13253	FOUND PROPERTY/SAFEKEEPING	2/3/2016	\$95.00
22000000-22010	CASE # 15-22562	FOUND PROPERTY/SAFEKEEPING	3/17/2016	\$162.00
22000000-22010	CASE # 16-9316	FOUND PROPERTY/SAFEKEEPING	7/20/2016	\$25.00
22000000-22010	CASE # 17-21079	FOUND PROPERTY/SAFEKEEPING	10/23/2017	\$81.00
FOUND PROPERTY/SAFEKEEPING TOTAL				\$363.00
10100000-22010	SUTHERLAND, KEITH	STALE DATED CHECK #60102	2/26/2013	\$32.00
10100000-22010	RAMIREZ, ULRICH	STALE DATED CHECK #60238	3/5/2013	\$25.50
10100000-22010	POVERO, DAVID	STALE DATED CHECK #64928	11/19/2013	\$127.50
10100000-22010	VIDAL MARQUEZ	STALE DATED CHECK #73924	4/21/2015	\$20.00
10100000-22010	WESLEY BECKMANN	STALE DATED CHECK #79319	3/30/2016	\$73.17
10100000-22010	ATLANTIC & PACIFIC REAL ESTATE	STALE DATED CHECK #80138	6/1/2016	\$88.39
10100000-22010	CHRISTINE DIET	STALE DATED CHECK #80149	6/1/2016	\$43.33
10100000-22010	LEAH TRUJILLO	STALE DATED CHECK #80190	6/1/2016	\$52.80
10100000-22010	MOHSEN KARIMI	STALE DATED CHECK #80203	6/1/2016	\$81.02
10100000-22010	SIGNATURE DESIGNS LLC	STALE DATED CHECK #80216	6/1/2016	\$89.13
10100000-22010	JEANNE CURTIS	STALE DATED CHECK #80346	6/9/2016	\$26.10
10100000-22010	MARY STANDEFORD	STALE DATED CHECK #80574	6/23/2016	\$17.00
10100000-22010	MACADAM, HEIDI	STALE DATED CHECK #72832	2/17/2015	\$46.05
10100000-22010	RAQUEL MORA	STALE DATED CHECK #85519	6/1/2017	\$20.35
10100000-22010	ISAIAS SANDOVAL	STALE DATED CHECK #86242	7/20/2017	\$65.00
10100000-22010	LEONISA ATIENZA	STALE DATED CHECK #86251	7/20/2017	\$15.00
10100000-22010	NICOLE BOUCHEREAU	STALE DATED CHECK #86667	8/17/2017	\$28.97
10100000-22010	ALICIA STEEN	STALE DATED CHECK #87098	9/14/2017	\$82.25
10100000-22010	YSIDRO GUTIERREZ	STALE DATED CHECK #87177	9/14/2018	\$15.00
10100000-22010	ALEX PONOMAROFF	STALE DATED CHECK #80032	5/25/2016	\$728.28
10100000-22010	BRUNSWICK COVINA BOWL	STALE DATED CHECK #80722	7/7/2016	\$216.55
10100000-22010	DANIEL CASTANEDA	STALE DATED CHECK #82112	10/13/2016	\$360.55
10100000-22010	NGUYEN, NANCY	STALE DATED CHECK #82136	10/13/2016	\$60.00
10100000-22010	FERRY LUGITO	STALE DATED CHECK #82393	10/27/2016	\$41.29

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FUND/GL ACCOUNT	NAME/CASE #	DESCRIPTION	DATE	AMOUNT
10100000-22010	TOM SIMS	STALE DATED CHECK #82418	10/27/2016	\$22.65
10100000-22010	JUAN HERNANDEZ	STALE DATED CHECK #82540	11/3/2016	\$34.47
10100000-22010	JUN ARINCUGUE	STALE DATED CHECK #82541	11/3/2016	\$55.00
10100000-22010	NATURE'S NEST	STALE DATED CHECK #82554	11/3/2016	\$43.33
10100000-22010	KATHRYN FRAUSTO	STALE DATED CHECK #83682	1/25/2017	\$40.00
10100000-22010	MELODY MINKLEY	STALE DATED CHECK #84573	3/30/2017	\$562.83
10100000-22010	ZAKHAR SHAMILYAN	STALE DATED CHECK #84586	3/30/2017	\$25.00
10100000-22010	ARLENE M CROMER	STALE DATED CHECK #87999	11/16/2017	\$36.77
STALE DATED CHECKS TOTAL				\$3,175.28
60100000-20145	JOHN PRIOR	WATER REFUNDS	9/15/2016	\$2,096.43
60100000-20145	SAGE COVINA CHEVROLET	WATER REFUNDS	12/1/2017	\$1,043.99
60100000-20145	EDYN GALL	WATER REFUNDS	11/17/2017	\$282.40
60100000-20145	RAY LOKAR	WATER REFUNDS	8/22/2017	\$277.29
60100000-20145	MARTIN ARCE PROPERTIES	WATER REFUNDS	4/18/2017	\$187.24
60100000-20145	FRANCES CORDOVA	WATER REFUNDS	12/1/2017	\$185.36
60100000-20145	RETHA & CHRIS CHAMPION	WATER REFUNDS	4/7/2017	\$163.26
60100000-20145	EDWARD TREJO	WATER REFUNDS	8/22/2017	\$139.38
60100000-20145	BILL HAMMETT	WATER REFUNDS	10/17/2017	\$129.17
60100000-20145	DANIEL CRUZ	WATER REFUNDS	9/15/2016	\$122.30
60100000-20145	MARIA MADRID	WATER REFUNDS	8/22/2017	\$113.73
60100000-20145	C&S PROPELLER LLC	WATER REFUNDS	9/15/2016	\$110.38
60100000-20145	AFFORDABLE PROPERTY MANAGEMENT	WATER REFUNDS	4/7/2017	\$108.84
60100000-20145	HELEN SCHWAB	WATER REFUNDS	8/25/2017	\$105.03
60100000-20145	FRANCIS ESPARZA	WATER REFUNDS	10/17/2017	\$103.39
60100000-20145	GABRIEL ESPARZA	WATER REFUNDS	4/7/2017	\$103.10
60100000-20145	LUIS ALBERTO NAHUE	WATER REFUNDS	8/22/2017	\$102.34
60100000-20145	KENDRICK MC CRACKEN	WATER REFUNDS	8/22/2017	\$98.93
60100000-20145	ACTI CAMERAS INC	WATER REFUNDS	4/7/2017	\$98.68
60100000-20145	ATHENA BLACK	WATER REFUNDS	9/15/2016	\$93.72
60100000-20145	C BOURGEOIS	WATER REFUNDS	4/7/2017	\$87.09
60100000-20145	FERNANDO HERNANDEZ	WATER REFUNDS	8/22/2017	\$83.89
60100000-20145	ALLISON LEWIS	WATER REFUNDS	8/22/2017	\$80.00
60100000-20145	EAGLE VISTA EQUITIES LLC	WATER REFUNDS	9/15/2016	\$79.26
60100000-20145	SYLVIA & DAVID RUBIO ISLAVA CRUZ	WATER REFUNDS	9/15/2016	\$78.13
60100000-20145	FLORENCE-MESHEKOW	WATER REFUNDS	4/7/2017	\$78.12
60100000-20145	NERIO GREGORIO	WATER REFUNDS	4/7/2017	\$73.51

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FUND/GL ACCOUNT	NAME/CASE #	DESCRIPTION	DATE	AMOUNT
60100000-20145	DONALD JUNKIN	WATER REFUNDS	9/15/2016	\$72.41
60100000-20145	TERESA BELCHER	WATER REFUNDS	9/15/2016	\$68.28
60100000-20145	SAEED JAVAHERI	WATER REFUNDS	11/15/2016	\$68.28
60100000-20145	GREGORY ZIMMERMAN	WATER REFUNDS	4/7/2017	\$63.45
60100000-20145	STEVEN LUU	WATER REFUNDS	8/22/2017	\$63.33
60100000-20145	DOROTHY BAUER	WATER REFUNDS	4/7/2017	\$62.88
60100000-20145	ST LOUISE CHURCH	WATER REFUNDS	9/15/2016	\$62.53
60100000-20145	2014-3IH BORROWER LP	WATER REFUNDS	9/15/2016	\$61.27
60100000-20145	GREGORIA GARCIA	WATER REFUNDS	4/7/2017	\$60.00
60100000-20145	ELENA JUAREZ	WATER REFUNDS	8/22/2017	\$59.94
60100000-20145	ERIC WEI	WATER REFUNDS	9/15/2016	\$59.43
60100000-20145	DCB UNITED LLC	WATER REFUNDS	4/7/2017	\$59.15
60100000-20145	W BERRY	WATER REFUNDS	4/7/2017	\$58.04
60100000-20145	MOLLY & ROBERT DUNLAP	WATER REFUNDS	4/7/2017	\$57.51
60100000-20145	GEORGE MOMPIRE	WATER REFUNDS	8/22/2017	\$56.63
60100000-20145	OPTIMUM COLLISION GROUP INC	WATER REFUNDS	7/21/2016	\$56.43
60100000-20145	RAYMOND MOORE	WATER REFUNDS	4/7/2017	\$55.14
60100000-20145	MILTON WHITE	WATER REFUNDS	9/15/2016	\$55.05
60100000-20145	BRUCE MATTHEWS	WATER REFUNDS	9/15/2016	\$54.95
60100000-20145	JEANNE ESTRADA	WATER REFUNDS	11/15/2016	\$54.26
60100000-20145	SUSAN SCHAACK	WATER REFUNDS	11/15/2016	\$52.42
60100000-20145	RICHARD MOISANT	WATER REFUNDS	4/7/2017	\$52.29
60100000-20145	THE WEHNER FAMILY TRUST	WATER REFUNDS	4/14/2016	\$52.19
60100000-20145	JUN ARINCUQUE	WATER REFUNDS	4/14/2016	\$51.41
60100000-20145	ROWLAND PLAZA LLC	WATER REFUNDS	4/14/2016	\$50.92
60100000-20145	STEPHEN BEGIN	WATER REFUNDS	4/7/2017	\$50.54
60100000-20145	STEPHEN HAYWARD	WATER REFUNDS	11/15/2016	\$48.39
60100000-20145	ROY HIRAI	WATER REFUNDS	8/22/2017	\$47.29
60100000-20145	CAMI VONGSOUTHY	WATER REFUNDS	11/15/2016	\$46.79
60100000-20145	ROBIN DAVIS	WATER REFUNDS	4/7/2017	\$46.62
60100000-20145	ESMERALDA BECERRA	WATER REFUNDS	9/22/2017	\$46.54
60100000-20145	ALEX CORSARO	WATER REFUNDS	9/15/2016	\$46.44
60100000-20145	ISABEL NOVOA GARCIA	WATER REFUNDS	11/15/2016	\$45.76
60100000-20145	CHI ZHANG	WATER REFUNDS	9/15/2016	\$44.51
60100000-20145	ANNA DUKESLAW	WATER REFUNDS	9/15/2016	\$43.67
60100000-20145	WAYNE FORD	WATER REFUNDS	9/15/2016	\$42.89
60100000-20145	CHENGGANG XIONG	WATER REFUNDS	9/15/2016	\$41.73

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FUND/GL ACCOUNT	NAME/CASE #	DESCRIPTION	DATE	AMOUNT
60100000-20145	SHIPPING & HANDLING INC	WATER REFUNDS	11/15/2016	\$40.81
60100000-20145	JOHN AVALOS	WATER REFUNDS	8/22/2017	\$40.02
60100000-20145	SAGE COVINA CHEVROLET	WATER REFUNDS	12/1/2017	\$37.93
60100000-20145	SYLVIA CERNA	WATER REFUNDS	8/22/2017	\$37.24
60100000-20145	VINCENT NG	WATER REFUNDS	8/22/2017	\$34.99
60100000-20145	ANABEL BARAJAS	WATER REFUNDS	11/15/2016	\$34.61
60100000-20145	JENNY LIN	WATER REFUNDS	4/7/2017	\$33.79
60100000-20145	CHUN MIN TAN	WATER REFUNDS	8/22/2017	\$32.65
60100000-20145	LOUIE MIRANDA	WATER REFUNDS	9/15/2016	\$31.48
60100000-20145	BRYAN CAMACHO	WATER REFUNDS	11/15/2016	\$30.01
60100000-20145	ALFONSO CORTEZ	WATER REFUNDS	8/22/2017	\$29.63
60100000-20145	PAUL SAUER	WATER REFUNDS	7/21/2016	\$28.34
60100000-20145	STEVE WILLOMM	WATER REFUNDS	9/15/2016	\$27.51
60100000-20145	LINDA PEREZ	WATER REFUNDS	2/9/2016	\$27.37
60100000-20145	DAVID LOPEZ	WATER REFUNDS	12/18/2017	\$25.65
60100000-20145	JCH DEVELOPMENT INC	WATER REFUNDS	10/7/2016	\$24.60
60100000-20145	LESLEY NEWBERRY	WATER REFUNDS	4/7/2017	\$20.80
60100000-20145	KATHERINE BERKLEY	WATER REFUNDS	8/22/2017	\$16.91
60100000-20145	THERESA HOOPER	WATER REFUNDS	11/10/2017	\$15.18
			WATER REFUNDS TOTAL	\$8,813.84
			GRAND TOTAL	\$22,747.89

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FUND/GL ACCOUNT	NAME/CASE #	DESCRIPTION	DATE	AMOUNT
22000000-22000	CASE # 18-10223	POLICE EVIDENCE	2/28/2019	\$14.02
22000000-22000	CASE # 16-32571	POLICE EVIDENCE	6/1/2018	\$12.71
22000000-22000	CASE # 16-24989	POLICE EVIDENCE	6/19/2018	\$12.50
22000000-22000	CASE # 16-24989	POLICE EVIDENCE	6/19/2018	\$12.50
22000000-22000	CASE # 18-26074	POLICE EVIDENCE	4/11/2019	\$10.00
22000000-22000	CASE # 18-31041	POLICE EVIDENCE	4/18/2019	\$10.00
22000000-22000	CASE # 18-28443	POLICE EVIDENCE	4/11/2019	\$9.00
22000000-22000	CASE # 19-8858	POLICE EVIDENCE	5/9/2019	\$9.00
22000000-22000	CASE # 17-31105	POLICE EVIDENCE	6/13/2018	\$8.53
22000000-22000	CASE # 17-613	POLICE EVIDENCE	4/2/2018	\$6.00
22000000-22000	CASE # 17-11304	POLICE EVIDENCE	4/30/2018	\$5.50
22000000-22000	CASE # 17-11757	POLICE EVIDENCE	6/13/2018	\$5.00
22000000-22000	CASE # 18-8715	POLICE EVIDENCE	2/28/2019	\$5.00
22000000-22000	CASE # 18-16223	POLICE EVIDENCE	3/12/2019	\$5.00
22000000-22000	CASE # 18-19883	POLICE EVIDENCE	3/21/2019	\$5.00
22000000-22000	CASE # 18-23092	POLICE EVIDENCE	4/4/2019	\$5.00
22000000-22000	CASE # 19-9020	POLICE EVIDENCE	5/9/2019	\$5.00
22000000-22000	CASE # 16-29253	POLICE EVIDENCE	6/1/2018	\$4.00
22000000-22000	CASE # 17-37134	POLICE EVIDENCE	6/13/2018	\$3.82
22000000-22000	CASE # 16-22284	POLICE EVIDENCE	6/1/2018	\$3.00
22000000-22000	CASE # 18-15370	POLICE EVIDENCE	3/12/2019	\$3.00
22000000-22000	CASE # 18-19883	POLICE EVIDENCE	3/21/2019	\$3.00
22000000-22000	CASE # 17-2898	POLICE EVIDENCE	4/30/2018	\$2.27
22000000-22000	CASE # 16-24989	POLICE EVIDENCE	6/1/2018	\$2.00
22000000-22000	CASE # 17-24778	POLICE EVIDENCE	6/4/2018	\$2.00
22000000-22000	CASE # 17-7901	POLICE EVIDENCE	6/13/2018	\$2.00
22000000-22000	CASE # 18-15370	POLICE EVIDENCE	3/21/2019	\$2.00
22000000-22000	CASE # 18-15370	POLICE EVIDENCE	4/4/2019	\$2.00
22000000-22000	CASE # 18-4294	POLICE EVIDENCE	6/13/2018	\$1.97
22000000-22000	CASE # 18-9784	POLICE EVIDENCE	2/28/2019	\$1.70
22000000-22000	CASE # 17-31992	POLICE EVIDENCE	6/13/2018	\$1.25
22000000-22000	CASE # 18-35930	POLICE EVIDENCE	4/25/2019	\$1.13
22000000-22000	CASE # 18-11727	POLICE EVIDENCE	3/12/2019	\$1.07
22000000-22000	CASE # 17-11186	POLICE EVIDENCE	4/2/2018	\$1.00
22000000-22000	CASE # 16-28315	POLICE EVIDENCE	6/1/2018	\$1.00
22000000-22000	CASE # 17-5828	POLICE EVIDENCE	6/1/2018	\$1.00
22000000-22000	CASE # 16-13692	POLICE EVIDENCE	6/1/2018	\$1.00
22000000-22000	CASE # 17-22791	POLICE EVIDENCE	6/4/2018	\$1.00
22000000-22000	CASE # 18-15321	POLICE EVIDENCE	6/4/2018	\$1.00

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FUND/GL ACCOUNT	NAME/CASE #	DESCRIPTION	DATE	AMOUNT
22000000-22000	CASE # 18-4097	POLICE EVIDENCE	6/13/2018	\$1.00
22000000-22000	CASE # 17-11186	POLICE EVIDENCE	6/13/2018	\$1.00
22000000-22000	CASE # 17-14841	POLICE EVIDENCE	6/13/2018	\$1.00
22000000-22000	CASE # 18-9361	POLICE EVIDENCE	2/28/2019	\$1.00
22000000-22000	CASE # 18-11077	POLICE EVIDENCE	3/12/2019	\$1.00
22000000-22000	CASE # 18-11987	POLICE EVIDENCE	3/12/2019	\$1.00
22000000-22000	CASE # 18-19665	POLICE EVIDENCE	3/21/2019	\$1.00
22000000-22000	CASE # 18-22764	POLICE EVIDENCE	4/4/2019	\$1.00
22000000-22000	CASE # 19-5084	POLICE EVIDENCE	4/25/2019	\$1.00
22000000-22000	CASE # 19-1275	POLICE EVIDENCE	4/25/2019	\$1.00
22000000-22000	CASE # 19-9592	POLICE EVIDENCE	5/9/2019	\$1.00
22000000-22000	CASE # 19-2454	POLICE EVIDENCE	5/16/2019	\$1.00
22000000-22000	CASE # 14-4304	POLICE EVIDENCE	5/16/2019	\$1.00
22000000-22000	CASE # 18-17350	POLICE EVIDENCE	3/21/2019	\$0.70
22000000-22000	CASE # 17-37669	POLICE EVIDENCE	6/13/2018	\$0.51
22000000-22000	CASE # 17-18236	POLICE EVIDENCE	6/13/2018	\$0.41
22000000-22000	CASE # 17-28455	POLICE EVIDENCE	6/13/2018	\$0.05
22000000-22000	CASE # 15-13173	POLICE EVIDENCE	5/24/2018	\$0.01
POLICE EVIDENCE TOTAL				\$196.65
22000000-22010	CASE # 15-13997	FOUND PROPERTY/SAFEKEEPING	2/28/2019	\$11.00
22000000-22010	CASE # 18-32323	FOUND PROPERTY/SAFEKEEPING	2/28/2019	\$10.00
22000000-22010	CASE # 19-650	FOUND PROPERTY/SAFEKEEPING	5/2/2019	\$10.00
22000000-22010	CASE # 17-29079	FOUND PROPERTY/SAFEKEEPING	3/16/2018	\$9.00
22000000-22010	CASE # 18-11474	FOUND PROPERTY/SAFEKEEPING	10/1/2018	\$6.37
22000000-22010	CASE # 18-31238	FOUND PROPERTY/SAFEKEEPING	2/28/2019	\$6.12
22000000-22010	CASE # 18-23491	FOUND PROPERTY/SAFEKEEPING	2/28/2019	\$6.00
22000000-22010	CASE # 18-2077	FOUND PROPERTY/SAFEKEEPING	5/24/2018	\$5.00
22000000-22010	CASE # 18-22657	FOUND PROPERTY/SAFEKEEPING	2/28/2019	\$5.00
22000000-22010	CASE # 18-3916	FOUND PROPERTY/SAFEKEEPING	5/24/2018	\$3.00
22000000-22010	CASE # 19-1498	FOUND PROPERTY/SAFEKEEPING	5/2/2019	\$3.00
22000000-22010	CASE # 18-22657	FOUND PROPERTY/SAFEKEEPING	2/28/2019	\$2.55
22000000-22010	CASE # 17-36891	FOUND PROPERTY/SAFEKEEPING	5/24/2018	\$2.50
22000000-22010	CASE # 18-27916	FOUND PROPERTY/SAFEKEEPING	2/28/2019	\$2.43
22000000-22010	CASE # 18-10369	FOUND PROPERTY/SAFEKEEPING	10/1/2018	\$2.00
22000000-22010	CASE # 18-30493	FOUND PROPERTY/SAFEKEEPING	2/28/2019	\$2.00
22000000-22010	CASE # 18-473	FOUND PROPERTY/SAFEKEEPING	5/24/2018	\$1.00
22000000-22010	CASE # 18-6883	FOUND PROPERTY/SAFEKEEPING	5/24/2018	\$1.00
22000000-22010	CASE # 18-16582	FOUND PROPERTY/SAFEKEEPING	4/4/2019	\$1.00

CITY OF COVINA
PROPOSED UNCLAIMED FUNDS (PURSUANT TO CALIFORNIA GOVT CODE: SECTION 50055)

FUND/GL ACCOUNT	NAME/CASE #	DESCRIPTION	DATE	AMOUNT
22000000-22010	CASE # 17-26786	FOUND PROPERTY/SAFEKEEPING	5/24/2018	\$0.45
22000000-22010	CASE # 18-23866	FOUND PROPERTY/SAFEKEEPING	2/28/2019	\$0.19
22000000-22010	CASE # 17-26094	FOUND PROPERTY/SAFEKEEPING	3/16/2018	\$0.07
FOUND PROPERTY/SAFEKEEPING TOTAL				\$89.68
10100000-22010	TERESA RODRIGUEZ	STALE DATED CHECK #98407	10/24/2019	\$3.00
10100000-22010	LORIN PATRICE TAYLOR	STALE DATED CHECK #98405	10/24/2019	\$3.50
10100000-22010	MICHAEL COUPER	STALE DATED CHECK #98088	10/3/2019	\$4.00
10100000-22010	VICTOR ADRIAN CUEVAS	STALE DATED CHECK #95836	5/16/2019	\$5.00
10100000-22010	DAISY INIGUEZ	STALE DATED CHECK #90893	6/21/2018	\$10.00
10100000-22010	CAV ENTERPRISES, LLC	STALE DATED CHECK #91668	8/2/2018	\$10.02
10100000-22010	SAEED JAVAHERI	STALE DATED CHECK #89166	2/21/2018	\$11.31
10100000-22010	CHRISTINE BROW	STALE DATED CHECK #90437	5/17/2018	\$12.00
10100000-22010	ALLISON L. GOMEZ	STALE DATED CHECK #95496	4/24/2019	\$12.00
STALE DATED CHECKS TOTAL				\$70.83
60100000-20145	CHRIS PETTY	WATER REFUNDS	11/16/2018	\$14.37
60100000-20145	JOSEPH MORALES	WATER REFUNDS	8/9/2019	\$14.21
60100000-20145	KY CHIEU	WATER REFUNDS	8/9/2019	\$14.04
60100000-20145	GREGORY ALLEN	WATER REFUNDS	12/5/2018	\$13.92
60100000-20145	WEI LI	WATER REFUNDS	12/5/2018	\$13.58
60100000-20145	MARCUS FLORES	WATER REFUNDS	10/18/2019	\$13.01
60100000-20145	SILVINO TORIBIO	WATER REFUNDS	6/28/2019	\$12.66
60100000-20145	JESUS GARCIA	WATER REFUNDS	4/22/2019	\$12.32
60100000-20145	KIMERBLY BARNES BEEBE	WATER REFUNDS	10/18/2019	\$12.32
60100000-20145	ROBERT CHAVEZ	WATER REFUNDS	4/5/2019	\$12.19
60100000-20145	JEANNIE TSANG	WATER REFUNDS	9/28/2018	\$12.09
60100000-20145	NICOLE PEDROCHE	WATER REFUNDS	3/20/2019	\$10.93
60100000-20145	TRACY LAM	WATER REFUNDS	1/19/2018	\$9.77
60100000-20145	AFT ONE LLC	WATER REFUNDS	3/28/2019	\$9.77
60100000-20145	SONIA RODRIGUEZ	WATER REFUNDS	11/16/2018	\$9.62
60100000-20145	STEVEN THOMAS	WATER REFUNDS	11/16/2018	\$9.53
60100000-20145	MYITZU SOE	WATER REFUNDS	8/17/2018	\$9.21
60100000-20145	BARNEY'S	WATER REFUNDS	3/20/2019	\$8.35
60100000-20145	THOMAS MCKINNEY	WATER REFUNDS	9/3/2019	\$8.29
60100000-20145	RICHARD PARKER	WATER REFUNDS	4/27/2018	\$8.11
60100000-20145	DEBBIE LABAUVE	WATER REFUNDS	1/19/2018	\$7.94
60100000-20145	NATALIE MORALES	WATER REFUNDS	4/26/2019	\$7.94
60100000-20145	NIKI TRAN	WATER REFUNDS	1/19/2018	\$7.37

CITY OF COVINA
PROPOSED UNCLAIMED FUNDS (PURSUANT TO CALIFORNIA GOVT CODE: SECTION 50055)

FUND/GL ACCOUNT	NAME/CASE #	DESCRIPTION	DATE	AMOUNT
60100000-20145	BETHANY INESON	WATER REFUNDS	9/3/2019	\$7.37
60100000-20145	LORENA RAMIREZ	WATER REFUNDS	6/28/2019	\$7.25
60100000-20145	AMANDA HALL	WATER REFUNDS	8/17/2018	\$6.91
60100000-20145	ISREAL ACOSTA	WATER REFUNDS	1/3/2019	\$6.68
60100000-20145	LOIS COLE	WATER REFUNDS	7/23/2018	\$6.66
60100000-20145	WM EVERETT	WATER REFUNDS	5/31/2018	\$5.82
60100000-20145	DENNIS BURKE	WATER REFUNDS	8/9/2019	\$5.32
60100000-20145	ASHLEI MCCLOUD	WATER REFUNDS	12/5/2018	\$5.19
60100000-20145	NORMA ORTIZ	WATER REFUNDS	5/4/2018	\$4.76
60100000-20145	STEPHEN CALVERT	WATER REFUNDS	7/3/2019	\$4.73
60100000-20145	LESLIE ERICSON	WATER REFUNDS	4/27/2018	\$4.27
60100000-20145	PEDRO MEJIA	WATER REFUNDS	2/22/2019	\$3.80
60100000-20145	LINDA CARRENO	WATER REFUNDS	2/22/2019	\$3.60
60100000-20145	NURLAN YERDAULETOV	WATER REFUNDS	10/12/2018	\$3.23
60100000-20145	SAM LESLIE TRUSTEE FOR ESTATE OF VANNESA ELISA LY	WATER REFUNDS	4/26/2019	\$3.21
60100000-20145	LAST ROUND BARBERSHOP	WATER REFUNDS	8/17/2018	\$2.94
60100000-20145	THOMAS ZHAO	WATER REFUNDS	1/18/2019	\$2.19
60100000-20145	KARLA PEREZ	WATER REFUNDS	4/27/2018	\$2.00
60100000-20145	BETTY CREECH	WATER REFUNDS	11/2/2018	\$1.83
60100000-20145	RAYMOND TANG	WATER REFUNDS	1/19/2018	\$1.25
60100000-20145	MILO CHAVEZ	WATER REFUNDS	7/23/2018	\$1.16
60100000-20145	645 COVINA LLC	WATER REFUNDS	11/2/2018	\$0.90
60100000-20145	SVT PROPERTIES	WATER REFUNDS	11/16/2018	\$0.23
60100000-20145	JOHNNY CAMPOS	WATER REFUNDS	1/19/2018	\$0.10
60100000-20145	NICOLE DONAHUE	WATER REFUNDS	4/27/2018	\$0.04
60100000-20145	STEVE HANCY	WATER REFUNDS	8/2/2019	\$0.02
60100000-20145	GAYE BANDY	WATER REFUNDS	1/3/2019	\$0.01

WATER REFUNDS TOTAL \$343.01

GRAND TOTAL \$700.17



CITY OF COVINA

125 East College Street • Covina, California 91723-2199

INSTRUCTIONS FOR CLAIMING UNCLAIMED PROPERTY

To file a claim for unclaimed property:

1. To make a claim for unclaimed money, the claimant must complete and submit a [Claim for Unclaimed Property](#) form. Please include all required documentation. NOTE: A separate claim form is not required for each item of property owned by the same owner. Just add additional pages as needed to provide the pertinent information for each item of property claimed.
2. The form may be typed or filled out by hand in black or blue ink.
3. For all claims, the claimant must show proof of identity and proof of ownership of the property. Proof of identity may be provided by a valid governmental photo identification (e.g., driver's license, passport, or a government employer identification badge). Proof of ownership will vary depending on the nature of the property claimed, but may include proof of residence or ownership at a particular address or proof of a relationship (vendor, employee, contractor, etc.) with the City at a specified time.
4. If the claimant is claiming the money on behalf of a business entity, the claimant must provide proof that he or she has legal authority to make such request. Proof of authority can be, for example, but is not limited to, a signed letter from the owner or CEO of the company on company letterhead.
5. If the money is being requested to be paid to someone other than the original owner or payee (e.g., to a person instead of to the business entity), the City requires a written, signed statement made under penalty of perjury and other pertinent legal documents which shall justify the change in payee.
6. All pertinent information called for on the form must be filled in or otherwise provided. The claim form must be signed by the claimant, and the signature must be notarized if the claim is for \$100 or more.
7. For claims submitted by an agent on behalf of the claimant under power of attorney, the power of attorney form must have the notarized signature of the claimant, and the claim form must also have a notarized signature of the claimant.



CITY OF COVINA

125 East College Street • Covina, California 91723-2199

8. Completed claim forms and supporting documentation must be mailed to:

City of Covina
Administrative Services Department – Finance Division
Attn: Unclaimed Property
125 E. College St.
Covina, CA 91723-2199

All original forms must be received by the City by 5:30 p.m. of the filing deadline.

PDF copies received by email will be accepted only for purposes of meeting a filing deadline; however, the claim form with an original signature must be received by the City within five business days of the filing deadline in order to process the claim. *If the original claim is not received within five business days, the PDF claim will be rejected.*

Once a proper claim has been received by the City, the propriety of the claim will be evaluated and the claimant will be notified if any further information is needed.

9. If you have any questions, please email FinanceDept@Covinaca.gov or mail questions to the above address.

Please note that it may take up to 60 days to process your claim and, if approved, approximately 15 additional days for you to receive payment. This process may take longer under certain circumstances.

Claim for Unclaimed Property

**City of Covina
Attn: Unclaimed Property
125 E. College St.
Covina, CA 91723**

Form may be typed or filled out with black or blue ink.

ACCOUNTING ONLY

CLAIM NO. _____

DATE RECEIVED _____

CLAIMANT INFORMATION

Name Address _____

Telephone Number _____

City/State/Zip Code _____

Email Address _____

Last Four Digits of Your Social Security Number _____

Business Name, if applicable _____

Business Taxpayer ID# _____

CLAIM INFORMATION: Attach all documentation to support your claim.

For claims that have not been notarized, include proof of identity (clear copy of passport, DMV license, or DMV ID card). If you are claiming multiple items from the unclaimed property list, please provide this information for each item claimed.

Name (as listed on the unclaimed property listing): _____

Amount (from the unclaimed property listing): _____ Fund (from the unclaimed property listing): _____

PREVIOUS ADDRESSES: Please list your previous addresses as support for your claim. Use additional paper, if needed.

CERTIFICATION OF CLAIMANT

**If the total
amount claimed
is \$100 or more,
the SIGNATURE MUST BE NOTARIZED**

I certify *under penalty of perjury* that the information contained in this claim is true and correct and of my own personal knowledge.

I further certify that I am the owner of or the person legally entitled to the money and property set forth in this claim or I am an authorized representative of this business.

SIGNED: _____

TITLE, if applicable: _____

NOTARY ACKNOWLEDGMENT

State of California
County of _____

On _____, before me, _____, a Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her authorized capacity, and that by his/her signature on this document the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY of PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

Witness my hand and official seal.

_____ (Seal)

DISPOSITION

DO NOT WRITE IN THE SECTIONS BELOW THIS LINE

_____ Accepted

_____ Rejected

_____ Escheator

Date: _____

THIS CLAIM IS APPROVED FOR PAYMENT

_____ Finance Manager

OR

_____ Administrative Services Director

Date: _____