



Finance and Administrative Services Department

RECORDS, TAXES, AND TREASURY DIVISION

115 S. Andrews Avenue, Room A400 • Fort Lauderdale, Florida 33301 • 954-357-7251 • FAX 954-357-5731

MEMORANDUM

DATE: April 29, 2014
FROM: Ronald L. Moose, Accountant II
THRU: Aecha Schot, Accounting Manager
TO: Gary Mehringer, Assistant Director
SUBJECT: Board Approval Items 05/13/2014

Questions often arise regarding the status of uncashed checks that are presented to the Board to be voided. Based on our experience, the questions generally fall into the following categories:

- Checks that are \$5,000.00 or more
- Checks made payable to the same payee

Following are explanations for the checks that fall into the above mentioned categories.

I. Checks that are \$5,000.00 or more:

Check	Date	Name	Amount
1422506	11/20/13	BANK OF AMERICA, N.A.	70,217.16

This check was issued by *Records, Taxes, and Treasury* for surplus funds from a tax deed. The tax area is contacting the payee to determine the status of the check. If lost, an affidavit of check replacement will be sent and a new check issued upon receipt of the completed form.

Check	Date	Name	Amount
1422922	11/26/13	ROBINSON AVIATION (RVA) INC	108,158.44

This check was issued by *Aviation* for airport management services. The airport administration is contacting the payee to determine the status of the check. If lost, an affidavit of check replacement will be sent and a new check issued upon receipt of the completed form.

Check	Date	Name	Amount
113724	02/25/14	2010 TLC, L.L.C.	12,116.05

This check was issued by *Records, Taxes, and Treasury* for redemption of a tax certificate. The tax accounting area is contacting the payee to determine the status of the check. If lost, an affidavit of check replacement will be sent and a new check issued upon receipt of the completed form.

II. Multiple Items Issued to the Same Payee:

Check	Date	Name	Amount
55273	11/15/13	A N D R A O S INC	1,008.80
55533	11/25/13	A N D R A O S INC	80.70

These checks were issued by *Records, Taxes, and Treasury* for overpayment of taxes. The tax area is contacting the payee to determine the status of the checks. If lost, affidavits of check replacement will be sent and new checks issued upon receipt of the completed forms.

Check	Date	Name	Amount
113547	02/12/14	HURLEY, JASON	1,770.68
113711	02/25/14	HURLEY, JASON	7,326.06

These checks were issued by *Records, Taxes, and Treasury* for redemption of tax certificates. The tax accounting area is contacting the payee to determine the status of the checks. If lost, affidavits of check replacement will be sent and new checks issued upon receipt of the completed forms.