

Finance and Administrative Services Department

RECORDS, TAXES, AND TREASURY DIVISION

115 S. Andrews Avenue, Room A400 • Fort Lauderdale, Florida 33301 • 954-357-7257 • FAX 954-357-5731

MEMORANDUM

DATE: October 2, 2017
 TO: Gary Mehringer, Assistant Director
 THRU: Aecha Schot, Accounting Manager
 FROM: Lynouse Telfort, Accounting Clerk
 SUBJECT: Board Approval Items 10/17/2017

Aecha Schot
Digitally signed by AECHA SCHOT
 DN: dc=city, dc=broward, dc=bc,
 ou=Organization, ou=RTT, ou=Users,
 cn=AECHA SCHOT
 Date: 2017.10.02 12:30:42 -0400

Lynouse Telfort
Digitally signed by LYNOUSE
 TELFORT
 Date: 2017.10.02 10:21:44
 -0400

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
- Checks made payable to taxing authorities, municipalities, and government agencies

Following are explanations for the checks listed on Exhibit 1 that are outstanding and fall into the above-mentioned categories.

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

Check	Date	Name	Amount
1221426	04/24/17	OFFICER,NANCY SORVILLO	\$7,221.75

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

II. Multiple Items Issued to the Same Payee:

Check	Date	Name	Amount
1569998	04/05/17	EMERALD LAKE VILLAGE INC	\$152.68
1571145	04/13/17	EMERALD LAKE VILLAGE INC	\$42.72
1569665	04/03/17	FL REAL ESTATE INVESTORS FUND LLC	\$21.92
1569666	04/03/17	FL REAL ESTATE INVESTORS FUND LLC	\$80.49

1570050	04/05/17	IH2 PROPERTY FLORIDA LP	\$71.61
1572483	04/24/17	IH2 PROPERTY FLORIDA LP	\$36.99

These checks were issued by *Water and Wastewater Services* for water refunds. The agency is contacting the payees to determine the status of the checks. If lost, check replacement affidavits will be sent to the payees and new checks issued upon receipt of completed forms.

Check	Date	Name	Amount
1220483	04/03/17	BIG FIVE BASE LLC	\$27.21
1220484	04/03/17	BIG FIVE BASE LLC	\$39.52
1221354	04/24/17	FUSE FUNDING FUND I ESCROW ACCOUNT	\$1.65
1221094	04/17/17	FUSE FUNDING FUND I ESCROW ACCOUNT	\$565.42
1221107	04/17/17	GREEN CAPITAL LLC	\$4.01
1220829	04/10/17	GREEN CAPITAL LLC	\$1,374.58
1221173	04/17/17	NAC AS ESCROW AGT FOR CMTG FND	\$8.18
1220897	04/10/17	NAC AS ESCROW AGT FOR CMTG FND	\$2,802.92
1221423	04/24/17	NORTH BEACH VILLAGE LLC	\$12.30
1220903	04/10/17	NORTH BEACH VILLAGE LLC	\$1,810.53
1221180	04/17/17	NORTH BEACH VILLAGE LLC	\$4,219.74
1221461	04/24/17	SURF CAPITAL LLC	\$7.01
1221239	04/17/17	SURF CAPITAL LLC	\$2,402.63
1221281	04/17/17	YELLOW CAPITAL LLC	\$6.42
1220995	04/10/17	YELLOW CAPITAL LLC	\$2,200.91

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

Check	Date	Name	Amount
544393	04/04/17	CONCENTRA MEDICAL CENTERS	\$164.05
544935	04/21/17	CONCENTRA MEDICAL CENTERS	\$148.00

These checks were issued by the *Risk Management Division* for medical services payments. The division is contacting the payees to determine the status of the checks. If lost, check replacement affidavits will be sent to the payees and a new checks issued upon receipt of the completed forms.

Check	Date	Name	Amount
1572488	04/24/17	INNOVATIVE FUNDING SERVICES	\$102.35
1572489	04/24/17	INNOVATIVE FUNDING SERVICES	\$79.60
1572490	04/24/17	INNOVATIVE FUNDING SERVICES	\$277.20
1572491	04/24/17	INNOVATIVE FUNDING SERVICES	\$328.10
1572711	04/25/17	INNOVATIVE FUNDING SERVICES LLC	\$296.48
1572712	04/25/17	INNOVATIVE FUNDING SERVICES LLC	\$343.10

These checks were issued by the *Records, Taxes, and Treasury Division* for Auto Tag refunds. The Agency is contacting the payees to determine the status of the checks. If lost, check replacement affidavits will be sent to the payees and new checks issued upon receipt of the completed forms.

Check	Date	Name	Amount
1570207	04/06/17	BAC FLORIDA BANK	\$49.00
1570208	04/06/17	BAC FLORIDA BANK	\$16.00
1570242	04/06/17	FRONTIER TITLE GROUP, INC.	\$76.50
1570243	04/06/17	FRONTIER TITLE GROUP, INC.	\$85.00
1570319	04/06/17	OCEAN BANK	\$5.00
1570320	04/06/17	OCEAN BANK OF MIAMI (LEJEUNE ROAD)	\$15.00

These checks were issued by the *Records, Taxes, and Treasury Division* for Recording refunds. The Agency is contacting the payees to determine the status of the checks. If lost, check replacement affidavits will be sent to the payees and new checks issued upon receipt of the completed forms.

Check	Date	Name	Amount
1570585	04/07/17	STEPHEN	\$49.82
1570586	04/07/17	STEPHEN	\$1.50

These checks were issued by *Parks and Recreation Division* for return of deposit payments for a venue rental. The division confirmed that the checks were mailed to the wrong address. Check replacement affidavits were submitted to the *Accounting Division* to reissue the checks.

III. Checks made payable to taxing authorities, municipalities, and government agencies:

Check	Date	Name	Amount
1572805	04/26/17	CITY OF DEERFIELD BEACH	\$10.00

This check was issued by *Parks and Recreation Division* for a cancellation of a venue rental. The check was lost in the mail and the *Accounting Division* will reissue the checks once they receive the check replacement affidavit from the payee.

Check	Date	Name	Amount
1571460	04/14/17	CITY OF POMPANO BEACH	\$27.27
1571280	04/13/17	SECRETARY OF HOUSING AND URBAN	\$11.93

These checks were issued by *Water and Wastewater Services* for water refunds. The agency is contacting the payees to determine the status of the checks. If lost, check replacement affidavits will be sent to the payees and new checks issued upon receipt of completed forms.

Following are explanations for the checks listed on Exhibit 2 that have been replaced and fall into the categories shown below:

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

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

Check	Date	Name	Amount
1220780	04/10/17	BROWARD AUTOMOTIVE INC	\$48,463.10

This check was issued by the *Records, Taxes and Treasury Division* for a tax refund. The payee claimed that the check is lost. The agency confirmed that the check went to an incorrect address. An affidavit for check replacement was submitted to the *Accounting Division* and the check was reissued with the correct address.

II. Multiple Items Issued to the Same Payee:

Check	Date	Name	Amount
548730	08/23/17	LILIAN WINT	\$384.34
548731	08/23/17	LILIAN WINT	\$384.34

These checks were issued by the *Risk Management Division* for medical services payments. The payee claimed that the checks were not received. The *Accounting Division* confirmed that the checks went to an incorrect address. Stop payment orders were placed on the checks and new checks were issued with the corrected mailing address.

Check	Date	Name	Amount
1578703	06/16/17	PROJECT SOAR INC	\$525.00
1579037	06/20/17	PROJECT SOAR INC	\$1,050.00

These checks were issued by *Human Services Family Success Administration* for rental assistance. The checks were claimed lost by the payees. Affidavits of check replacement were submitted to the *Accounting Division* and new checks were reissued.

AS/lt