

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: January 22, 2018  
 TO: Gary Mehringer, Assistant Director  
 THRU: Aecha Schot, Accounting Manager  
 FROM: Lynouse Telfort, Accounting Clerk  
 SUBJECT: Board Approval Items 02/27/2018

*Aecha Schot*  
Digitally signed by AECHE SCHOT  
 DN: cn=Aecha Schot, o=Broward County, ou=Records, Taxes, and Treasury Division, email=Aecha.Schot@broward.org, c=US  
 Date: 2018.01.22 11:08:22 -0500

*Lynouse Telfort*  
Digitally signed by LYNOUSE TELFORT  
 Date: 2018.01.25 10:00:16 -0500

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
1587140	08/28/17	OCWEN LOAN SERVICING LLC	\$19,875.23

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

**II. Multiple Items Issued to the Same Payee:**

Check	Date	Name	Amount
1584279	08/04/17	MICHAEL BROWN	\$30.17
1585945	08/17/17	MICHAEL BROWN	\$75.75
1584296	08/04/17	NOVA SOUTHEASTERN UNIVERSITY	\$9.20
1584297	08/04/17	NOVA SOUTHEASTERN UNIVERSITY	\$79.35
1585818	08/17/17	GREENVILLE AUTOMOTIVE GROUP	\$237.50

1585819 08/17/17 GREENVILLE AUTOMOTIVE GROUP OR \$92.27

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
1223108	08/01/17	COLONIAL TITLE OF PLANTATION INC	\$150.00
1223278	08/07/17	COLONIAL TITLE OF PLANTATION INC	\$150.00
1223593	08/28/17	OCEAN VILLAS	\$81.25
1223594	08/28/17	OCEAN VILLAS	\$165.63

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
548726	08/23/17	CONCENTRA MEDICAL CENTERS	\$126.00
548727	08/23/17	CONCENTRA MEDICAL CENTERS	\$286.58

These checks were issued by the *Risk Management Division* for medical services payments. 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
1586587	08/22/17	POWER SIERRA FITNESS LLC	\$90.00
1587185	08/28/17	POWER SIERRA FITNESS LLC	\$250.00

These checks were issued by the *Libraries Division* for adult summer learning program. The agency is contacting the payee to determine the status of the checks. If lost, check replacement affidavits will be sent to the payee and a new checks issued upon receipt of the completed forms.

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

Check	Date	Name	Amount
1583977	08/03/17	CITY OF LAUDERHILL	\$264.01

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

Check	Date	Name	Amount
1584322	08/04/17	POMPANO BEACH	\$51.70

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

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
1592006	10/11/17	SPILLIS CANDELA DMJM/HEERY/CARTAYA	\$53,918.13

This check was issued by the *Public Work Department* for the county court construction services. The payee claimed that the check was lost. The *Accounting Division* confirmed that the check went to an incorrect address. The payee submitted an affidavit of check replacement to the *Accounting Division* and the check was reissued.

Check	Date	Name	Amount
1596163	11/20/17	ALLIED UNIVERSAL CORP	\$13,158.75

This check was issued by the *Water and Wastewater Services* for aqua guard invoice payments. The payee claimed that the check was not received. The *Accounting Division* confirmed that the check went to an incorrect address. The payee submitted an affidavit of check replacement to the *Accounting Division* to reissue the check.

AS/lt