

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: July 10, 2018

TO: Gary Mehringer, Assistant Director

THRU: Aecha Schot, Accounting Manager 

FROM: Lynouse Telfort, Account Clerk  Digitally signed by LYNOUSE TELFORT  
Date: 2018.07.10 10:14:25 -04'00'

SUBJECT: Board Approval Items 08/14/2018

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
1605302	02/16/18	HILLS BALFOUR LTD	\$9,741.08

This check was issued by the *Greater Fort Lauderdale Convention & Visitors Bureau* for sales and marketing fees. The payee claimed that the check was lost. An affidavit of check replacement will be submitted to the Accounting Division to reissue the check.

Check	Date	Name	Amount
1227540	01/18/18	WHOLE FOODS MARKET PROPERTY TAX	\$19,068.60
1228255	02/05/18	INVITATION HOMES	\$10,545.20
1228265	02/05/18	JOHN HANCOCK LIFE INS CO %N B INVESTMENTS INC	\$6,624.24
1228614	02/12/18	KUZNIK, PAUL B & BRENDA K	\$12,775.09
1228713	02/12/18	SCOTT DUFRESNE YVA GALLANT	\$15,754.07

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.

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

Check	Date	Name	Amount
1601215	01/09/18	PNC BANK NATIONAL ASSOCIATION	\$7.50
1601216	01/09/18	PNC BANK NATIONAL ASSOCIATION	\$10.00
1601217	01/09/18	PNC BANK NATIONAL ASSOCIATION	\$10.00

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
1605839	02/22/18	MARCUS WINSTON	\$10.50
1605840	02/22/18	MARCUS WINSTON	\$10.50
1605866	02/22/18	PERFORMANCE TITLE, INC.	\$57.80
1605867	02/22/18	PERFORMANCE TITLE, INC.	\$15.30
1605868	02/22/18	PERFORMANCE TITLE, INC.	\$34.00
1605869	02/22/18	PERFORMANCE TITLE, INC.	\$41.00
1605870	02/22/18	PERFORMANCE TITLE, INC.	\$17.00
1605871	02/22/18	PERFORMANCE TITLE, INC.	\$17.00

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
1226060	01/11/18	NIKLAS ADAM	\$19.36
1226061	01/11/18	NIKLAS ADAM	\$17.37
1226062	01/11/18	NIKLAS ADAM	\$12.76
1227051	01/18/18	FANY CATA CORP	\$17.19
1227052	01/18/18	FANY CATA CORP % EMPIRE TITLE SERVICES INC	\$16.29
1227059	01/18/18	FIRST INTERNATIONAL TITLE INC	\$6.63
1227060	01/18/18	FIRST INTERNATIONAL TITLE INC	\$150.00
1226476	01/16/18	GULF STREAM TITLE LLC ESCROW ACCOUNT	\$66.91
1227113	01/18/18	GULF STREAM TITLE LLC ESCROW ACCOUNT	\$26.00
1227143	01/18/18	HPA BORROWER 2016-1 LLC	\$312.13
1228250	02/05/18	HPA BORROWER 2016 ML LLC	\$860.83
1227433	01/18/18	SH27 LLC	\$150.00
1228097	01/29/18	SH27 LLC	\$77.63
1227159	01/18/18	JEFFREY ESCANDELL	\$16.78
1227160	01/18/18	JEFFREY ESCANDELL	\$21.44
1227937	01/29/18	FIRST CHOICE TITLE SERVICES & ESCROW INC	\$19.22
1228537	02/12/18	FIRST CHOICE TITLE SERVICES & ESCROW INC	\$17.49
1228553	02/12/18	GIBRALTAR TITLE INC	\$26.47
1228554	02/12/18	GIBRALTAR TITLE INC ESCROW ACCOUNT	\$22.68
1228747	02/12/18	TITLE SOURCE INC FLORIDA ESCROW ACCOUNT	\$54.41
1228748	02/12/18	TITLE SOURCE INC.	\$38.11
1228867	02/20/18	INVITATION HOMES	\$4,095.59
1229142	02/26/18	INVITATION HOMES	\$1,096.24

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.

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

Check	Date	Name	Amount
1600981	01/09/18	CITY OF CORAL SPRINGS	\$2,500.00

This check was issued by the *Broward County Housing & Finance Section* for home repair. 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
1603727	02/01/18	PINELLAS COUNTY SHERIFF'S OFFICE	\$40.00

This check was issued by the *Records, Taxes, and Treasury Division* for 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
1225828	01/11/18	CITY OF OAKLAND PARK	\$1,862.89

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, 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
1605799	02/22/18	HEALTHY MOTHERS, HEALTHY BABIES	\$15,250.12

This check was issued by the *Human Services Department* for contracted services invoice payment. The payee claimed that the check was lost. An affidavit of check replacement was submitted to the Accounting Division to reissue the check.

Check	Date	Name	Amount
1227603	01/23/18	BRANCH BANKING & TR COMPANY	\$11,837.81

This check was issued by the *Records, Taxes, and Treasury Division* for tax refund. The payee claimed that the check was not received. An affidavit of check replacement was submitted to the Accounting Division to reissue the check.

Check	Date	Name	Amount
1604256	02/07/18	AIDS HEALTHCARE FOUNDATION	\$142,728.24

This check was issued by the *Human Services Division* for aids healthcare foundation services. The Payee claimed that the check was not received. An affidavit of check replacement was submitted to the Accounting Division to reissue the check.

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

Check	Date	Name	Amount
1612856	04/26/18	BERNSTEIN AND MARYANOFF, LLC	\$7,000.00
1612857	04/26/18	BERNSTEIN AND MARYANOFF, LLC	\$6,000.00

These checks were issued by the *Risk Management Division* for a settlement payment (bodily injury). The payee claimed that the checks were not received. Affidavits of check replacement were submitted to the Accounting Division to reissue the checks.

AS/lt