

Finance and Administrative Services Department

RECORDS, TAXES, AND TREASURY DIVISION / Treasury Section

115 S. Andrews Avenue, Room A400 • Fort Lauderdale, Florida 33301 • 954-357-7245 • FAX 954-357-5731

MEMORANDUM

DATE: November 5, 2020

TO: Gary Mehringer, Assistant Director

THRU: Denise Levenberg, Accounting Manager

FROM: Lynouse Telfort, Administrative Assistant

SUBJECT: Board Approval Items 12/08/2020

Digitally signed by DENISE
LEVENBERG
Date: 2020.11.05 14:23:17 -05'00'

Digitally signed by
LYNOUSE TELFORT
Date: 2020.11.05
14:12:27 -05'00'

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.

The 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
2016743	06/05/20	PIHOCO LLC	\$6,236.00

This check was issued by the *Records, Taxes, and Treasury Division* for tax certificate redemption. 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 will be issued upon receipt of the completed form.

Check	Date	Name	Amount
1698524	06/16/20	AMADEUS IT GROUP, S A	\$6,000.00

This check was issued by the *Greater Fort Lauderdale Convention & Visitors Bureau* for advertising. 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 will be issued upon receipt of the completed form.

II. Multiple Items Issued to the Same Payee:

None.

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

Check	Date	Name	Amount
1697438	06/09/20	CITY OF FORT LAUDERDALE	\$1,516.80

This check was issued by the *Parks and Recreation Division* for invoice payment. 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 will be issued upon receipt of the completed form.

Check	Date	Name	Amount
575203	06/15/20	SOCIAL SECURITY ADMINISTRATION	\$31.00

This check was issued by the *Risk Management Division* for invoice payment. 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 will be issued upon receipt of the completed form.

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

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

Check	Date	Name	Amount
576974	08/31/20	FRIEDLAND ASSOCIATES P.A.	\$18,000.00

This check was issued by the *Risk Management Division* for invoice payment. The payee claimed that the check was not received. A check replacement affidavit was submitted to the Accounting Division to reissue the check.

Check	Date	Name	Amount
1702204	07/24/20	INGRAM LIBRARY SERVICES INC	\$7,461.94

This check was issued by the *Libraries Division* for invoice payment. The payee claimed that the check was lost. A check replacement affidavit was submitted to the Accounting Division to reissue the check.

II. Multiple Items Issued to the Same Payee:

None.

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

None.

DL/lt