

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: September 10, 2020

TO: Gary Mehringer, Assistant Director

THRU: Aecha Schot, Accounting Manager  Digitally signed by Aecha SCHOT
Date: 2020.09.10 14:34:52 -0400'

FROM: Lynouse Telfort, Administrative Assistant  Digitally signed by LYNOUSE
TELFORT
Date: 2020.09.10 14:13:50 -0400'

SUBJECT: Board Approval Items 10/20/2020

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:

None.

II. Multiple Items Issued to the Same Payee:

Check	Date	Name	Amount
574078	04/08/20	TERRANCE WALLACE	\$107.11
574085	04/10/20	COMPMEDS SOLUTIONS	\$1,136.28
574086	04/10/20	COMPMEDS SOLUTIONS	\$541.80
574211	04/17/20	TERRANCE WALLACE	\$401.66

These checks were issued by *Risk Management Division* for invoice 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.

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

Check	Date	Name	Amount
1693349	04/27/20	CITY OF POMPANO BEACH	\$40.66

This check was issued by *Water & Wastewater Services* for water 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.

Check	Date	Name	Amount
574241	04/21/20	STATE OF FLORIDA	\$8.75

This check was issued by *Risk Management Division* for invoice payment. 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.

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
1696881	06/02/20	BOBCAT COMPANY	\$34,215.04

This check was issued by *Highway & Bridge Maintenance Division* for invoice payment. The payee claimed that the check was not received. Check replacement affidavit was submitted to the Accounting Division to reissue the check.

Check	Date	Name	Amount
1699010	06/19/20	PEMBROKE PINES INVESTORS LLC	\$363,808.78

This check was issued by *Records, Taxes, & Treasury Division* for tax deed refund. The payee claimed that the check was lost. 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.

AS/lt