

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: October 14, 2024

TO: Lisa Bailey, Director

THRU: Dwight Forrest, Accounting Manager  
Dwight Forrest Digitally signed by Dwight Forrest  
Date: 2024.10.16 10:56:51 -04'00'

FROM: Samuel A. Boyd, Administrative Assistant  
Samuel A. Boyd Digitally signed by Samuel A. Boyd  
Date: 2024.10.15 15:32:45 -04'00'

SUBJECT: Board Approval Items 11/12/2024

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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:

1. Checks that are \$5,000.00 or more.
2. Checks made payable to the same payee.
3. 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.

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

Check	Date	Name	Amount
1852479	04/02/24	ANN STORCK CENTER INC	\$10,581.38

This check was issued by the *Human Services Department* for an advocacy services 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
1853406	04/05/24	JAFCO CHILDREN'S ABILITY CENTER, INC.	\$59,834.25

This check was issued by the *Human Services Department* for respite care services. 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
1855254	04/24/24	CDM SMITH INC	\$8,791.84

This check was issued by the *Water and Wastewater Engineering Division* for professional design and inspection services. 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
1855278	04/24/24	GRAYBAR ELECTRIC COMPANY INC	\$13,385.25

This check was issued by the *Port Everglades Department* for electrical parts. 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
1298414	04/02/24	CWI-GG RCFL PROPERTY OWNER LLC	\$5,087.90
1298690	04/02/24	SPEEDWAY LLC	\$10,702.71

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 will be issued upon receipt of the completed forms.

## 2. Checks made payable to the same payee:

Check	Date	Name	Amount
1852800	04/02/24	RTW RENTALS LLC	\$1,234.00
1852801	04/02/24	RTW RENTALS LLC	\$1,169.00
1853037	04/02/24	GLADYS BRIGHAM IRREV TRUST	\$314.00
1855703	04/29/24	GLADYS BRIGHAM IRREV TRUST	\$205.00

These checks were issued by the *Human Services Department* for rental assistance. 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 will be issued upon receipt of the completed forms.

Check	Date	Name	Amount
1855167	04/23/24	GRAYBAR ELECTRIC COMPANY INC	\$4,972.75

This check was issued by *Water and Wastewater Services* for electrical parts. 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
1298603	04/02/24	PCN NETWORK LLC	\$76.41
1298604	04/02/24	PCN NETWORK LLC	\$39.14
1298605	04/02/24	PCN NETWORK LLC ESCROW TRUST ACCCT FL	\$60.77
1298696	04/02/24	STEVEN KOPLOW	\$99.33
1298697	04/02/24	STEVEN KOPLOW	\$99.33
1298728	04/02/24	VISTA MAR INVESTMENT LLC	\$808.19
1298729	04/02/24	VISTA MAR INVESTMENT LLC	\$3,071.14
1298955	04/09/24	PCN NETWORK LLC ESCROW TRUST ACCT FL	\$112.57
1299035	04/09/24	WESTBERRY LLC	\$3,254.87
1299036	04/09/24	WESTBERRY LLC	\$3,435.36

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 will be issued upon receipt of the completed forms.

Check	Date	Name	Amount
607121	04/02/24	MAVIS SNIPES	\$43.98
607122	04/02/24	MAVIS SNIPES	\$337.04

These checks were issued by the *Risk Management Division* for workers' compensation expense payments. 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 new checks will be issued upon receipt of the completed forms.

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

Check	Date	Name	Amount
1854413	04/17/24	CITY OF DANIA BEACH	\$69,531.26

This check was issued by the *Accounting Division* for a slot machine revenue 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
1299079	04/22/24	BROWARD COUNTY GOVT.	\$564.00

This check was issued by the *Records, Taxes, and Treasury Division* for a 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 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:

1. Checks that are \$5,000.00 or more.
2. Checks made payable to the same payee.
3. Checks made payable to taxing authorities, municipalities, and government agencies.

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

Check	Date	Name	Amount
1303562	09/30/24	CORELOGIC	\$8,977.49

This check was issued by the *Records, Taxes, and Treasury Division* for a tax refund. The payee claims that the check was lost. A check replacement affidavit was submitted to the Accounting Division to reissue the check.

**2. Checks made payable to the same payee:**

Check	Date	Name	Amount
1303044	08/05/24	DOXO CUSTOMER PAYMENTS	\$124.68
1303045	08/05/24	DOXO CUSTOMER PAYMENTS	\$48.58

These checks were issued by the *Records, Taxes, and Treasury Division* for tax refunds. The payee claims that the checks were lost. Check replacement affidavits were submitted to the Accounting Division to reissue the checks.

Check	Date	Name	Amount
608245	06/24/24	COMET COURIER CORP	\$50.00
608246	06/24/24	COMET COURIER CORP	\$50.00
608247	06/24/24	COMET COURIER CORP	\$51.00
608248	06/24/24	COMET COURIER CORP	\$50.00
608249	06/24/24	COMET COURIER CORP	\$120.44
608250	06/24/24	COMET COURIER CORP	\$50.00

These checks were issued by the *Risk Management Division* for liability claims. The payee claims that the checks were lost. Check replacement affidavits were submitted to the Accounting Division to reissue the checks.

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

None.

DF/sab