

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: May 4, 2026

TO: Lisa M. Bailey, Director

THRU: Dwight Forrest, Accounting Manager
Dwight Forrest Digitally signed by Dwight Forrest
Date: 2026.05.04 15:34:32 -04'00'

FROM: Samuel A. Boyd, Administrative Assistant
Samuel A. Boyd Digitally signed by Samuel A. Boyd
Date: 2026.05.04 11:36:54 -04'00'

SUBJECT: Board Approval Items 6/9/2026

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:

None.

2. Checks made payable to the same payee:

Check	Date	Name	Amount
1909005	11/14/25	BENJI AUTO SALES CORP	\$249.41
1909006	11/14/25	BENJI AUTO SALES CORP	\$777.57
1909007	11/14/25	BENJI AUTO SALES CORP	\$163.76

These checks were issued by *Water and Wastewater Services* for water deposit refunds. 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.

Check	Date	Name	Amount
1909073	11/14/25	ANDREU, PALMA, LAVIN & SOLIS PLLC	\$159.28

This check was issued by the *Accounting Division* for a wage garnishment 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
1909226	11/18/25	ANDREU, PALMA, LAVIN & SOLIS PLLC	\$10.70

This check was issued by the *Records, Taxes, and Treasury Division* for a recording 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 forms.

Check	Date	Name	Amount
614044	11/17/25	SEA RANCH GROUP	\$1,000.00
614082	11/19/25	SEA RANCH GROUP	\$400.00

These checks were issued by the *Risk Management Division* for general liability claims 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:

None.

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
1916800	02/20/26	CENTURION SECURITY GROUP LLC	\$6,160.23

This check was issued by the *Libraries Division* for a security services payment. The payee claims that the check was lost. A check replacement affidavit was submitted to the Accounting Division to reissue the check.

Check	Date	Name	Amount
1919301	03/23/26	THE HEARTBEAT FOUNDATION CORP	\$35,000.00

This check was issued by the *Cultural Division* for a sponsorship payment. 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:

None.

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

Check	Date	Name	Amount
1907669	10/24/25	STATE OF FLORIDA	\$282.58

This check was issued by the *Aviation Department* for a phone line services payment. The payee claims that the check was lost. A check replacement affidavit was submitted to the Accounting Division to reissue the check.

DF/sab