

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: April 25, 2023

TO: Thomas Kennedy, Director

THRU: Dwight Forrest, Accounting Manager DWIGHT FORREST Digitally signed by DWIGHT FORREST  
Date: 2023.04.28 16:24:04 -04'00'

FROM: Samuel A. Boyd, Administrative Assistant SAMUEL A. BOYD Digitally signed by SAMUEL A. BOYD  
Date: 2023.05.02 14:27:45 -04'00'

SUBJECT: Board Approval Items 06/06/2023

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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
1799639	11/08/22	OE SOLANO AT MIRAMAR LLC	\$10,728.71
1800817	11/18/22	VIVA OWNER LLC	\$10,491.23
1800994	11/21/22	BV APARTMENTS LLLP	\$8,618.05
1801395	11/28/22	SCG ATLAS SHERIDAN OCEAN CLUB LLC	\$6,313.50

These checks were issued by the *Family Success Administration Division* 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.

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

Check	Date	Name	Amount
1799789	11/14/22	21ST MORTGAGE CORP ATTN: TAX DEPT	\$32.20
1799790	11/14/22	21ST MORTGAGE CORP ATTN: TAX DEPT	\$5.60
1799791	11/14/22	21ST MORTGAGE CORP ATTN: TAX DEPT	\$27.95
1799792	11/14/22	21ST MORTGAGE CORP ATTN: TAX DEPT	\$37.20
1799793	11/14/22	21ST MORTGAGE CORP ATTN: TAX DEPT	\$47.20
1799794	11/14/22	21ST MORTGAGE CORP ATTN: TAX DEPT	\$5.60
1799795	11/14/22	21ST MORTGAGE CORP ATTN: TAX DEPT	\$20.60
1799796	11/14/22	21ST MORTGAGE CORP ATTN: TAX DEPT	\$10.60
1799797	11/14/22	21ST MORTGAGE CORP ATTN: TAX DEPT	\$52.95
1799798	11/14/22	21ST MORTGAGE CORP TAX DEPT	\$10.60

These checks were issued by the *Records, Taxes, and Treasury Division* for auto tag 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
1800469	11/17/22	EXTENDED STAY AMERICA	\$975.00
1800499	11/17/22	EXTENDED STAY AMERICA	\$975.00

These checks were issued by the *Human Services Department* for emergency shelter assistance. 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
1800569	11/18/22	BV APARTMENTS LLLP	\$461.33

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

Check	Date	Name	Amount
1800849	11/21/22	BRIAN P KOWAL PA	\$17.00
1800850	11/21/22	BRIAN P KOWAL PA	\$17.00

These checks were issued by the *Records, Taxes, and Treasury Division* for recording 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
1282559	11/21/22	SPECIALTY VERMICULITE, LLC	\$45.00
1282560	11/21/22	SPECIALTY VERMICULITE, LLC	\$135.00

These checks were issued by the *Records, Taxes, and Treasury Division* for tax 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.

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

Check	Date	Name	Amount
1800878	11/21/22	CITY OF MIRAMAR	\$116.32
1801205	11/23/22	CITY OF MIRAMAR	\$44.28

This check was issued by the *Family Success Administration Division* for utility 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.

Check	Date	Name	Amount
1801538	11/30/22	CITY OF HOLLYWOOD	\$928.00

This check was issued by the *Parks and Recreation Division* for swimming lessons. 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
1802307	12/07/22	SUMMIT PALMS LAUDERHILL, LLC	\$8,951.86

This check was issued by the *Family Success Administration Division* for rental assistance. 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
1807632	01/30/23	FLORIDA DESIGN DRILLING CORPOR	\$45,310.09
1807905	02/01/23	INNIO JENBACHER NORTH AMERICA	\$26,945.04

These checks were issued by *Water and Wastewater Services* for repairs and maintenance on equipment. The payees claim that the checks were lost. Check replacement affidavits were submitted to the Accounting Division to reissue the checks.

Check	Date	Name	Amount
1811802	03/02/23	SEAN COOPER INCORPORATED	\$5,000.00

This check was issued by the *Housing Finance and Community Redevelopment Division* for emergency rental assistance. 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
601273	02/23/23	GILBERT SMALLMAN PLLC F/B/O	\$50,000.00

This check was issued by *Risk Management Division* for a liability claim. 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:**

None.

DF/sab