

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: February 8, 2023  
 TO: Thomas Kennedy, Director  
 THRU: Dwight Forrest, Accounting Manager  
 FROM: Samuel A. Boyd, Administrative Assistant  
 SUBJECT: Board Approval Items 03/14/2023

DWIGHT FORREST Digitally signed by DWIGHT FORREST  
Date: 2023.02.09 17:30:06 -05'00'

*Samuel A. Boyd* Digitally signed by Samuel A. Boyd  
Date: 2023.02.08 16:55:18 -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:

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
1790159	08/19/22	POMPANO PALMS APARTMENTS	\$10,082.13

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

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

Check	Date	Name	Amount
1281556	08/01/22	RYAN R. DONALDSON	\$408.00
1281586	08/01/22	URBAN MANAGEMENT LLC	\$408.00
1281714	08/09/22	RYAN R. DONALDSON	\$213.12
1281715	08/09/22	RYAN R. DONALDSON	\$215.34
1281747	08/09/22	URBAN MANAGEMENT LLC	\$213.12
1281748	08/09/22	URBAN MANAGEMENT LLC	\$432.90
1281749	08/09/22	URBAN MANAGEMENT LLC	\$215.34
1281750	08/09/22	URBAN MANAGEMENT LLC	\$217.56
1281752	08/09/22	URBAN MANAGEMENT LLC	\$652.68

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.

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

Check	Date	Name	Amount
1788880	08/10/22	CITY OF DANIA BEACH	\$51,748.47

This check was issued by the *Environmental Protection and Growth Management Division* for a neighborhood improvement project. 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
1788198	08/03/22	HEALTHY MOTHERS, HEALTHY BABIE	\$23,768.37

This check was issued by the *Human Services Department* for maternal health services. 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
1789004	08/10/22	INVERRARY 441 TRUST, LLC	\$5,097.67
1795091	09/29/22	FYR SFR BORROWER LLC	\$16,995.88

These checks were issued by the *Human Services Department* for rental assistance. 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
1791617	09/01/22	VCLOUD TECH INC	\$17,453.60

This check was issued by *Enterprise Technology Services* for software support and maintenance services. 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
1794929	09/29/22	COOL RUNNING AIR CONDITIONERS	\$17,960.01

This check was issued by the *Parks and Recreation Division* for machinery. 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
1799611	11/08/22	PERA BAY LLC	\$9,000.00

This check was issued by the *Housing Finance and Community Redevelopment 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
1802259	12/07/22	MIAMI GAY AND LESBIAN FILM FES	\$13,500.00

This check was issued by the *Cultural Division* for a program support grant. 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
1282282	10/25/22	SANDS HARBOR RESORT MARINA LL	\$25,957.16
1283146	01/04/23	A JOHN LEONE JR	\$7,500.62

These checks were issued by the *Records, Taxes, and Treasury Division* for tax refunds. 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
2025239	08/05/22	FNA DZ, LLC FNA DZ, LLC FBO WS	\$20,531.75
2025344	08/12/22	KONUS DEVELOPMENT LLC	\$11,226.89
2026531	12/08/22	MIGRATION ROUTES LLC MIGRATION	\$8,866.40

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

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

None.

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

None.

DF/sab