



# **Monthly Refund Report April 2023**

Attached are the monthly refund report and a copy of Policy 200-4. Fulton County routinely refunds monies paid to us by corporations or individuals when the intended project or service could not be accomplished. The responsible department determines when monies are to be refunded and would submit a request for disbursement of funds in accordance with Policy 200-4 – Refund of Money Paid to Fulton County. This package is prepared by the Fulton County Department of Finance.

## April 2023 Refund Report

Department	Vendor Name	Fund	Check Amount	Description
Public Works (540)	CONOLA B STEELE	201	104.37	SEWER
	C.P OWENS	201	25.75	WATER
	DEBBIE MARKLAND	201	48.97	WATER
	DIEGO PICCHETTI	201	117.65	WATER & SEWER
	FULTON COUNTY BOARD OF HEALTH	201	525.00	WATER & SEWER
	HAE LEE	201	509.90	SEWER
	JOHN SHAMOUN	201	375.30	SEWER
	KARIN BAREL	201	44.83	SEWER
	KAYSHA T CHANDLER	201	1,067.16	WATER & SEWER
	KERLINE LAFRANCE	201	183.40	WATER & SEWER
	MYVETT MYVETT	201	136.28	WATER
	PHILIP MORRIS	201	28.88	WATER
	QUENBY ZELLER	201	766.35	SEWER
	W.P. WALKER	201	706.58	WATER & SEWER
	YVES K. DOMINIQUE	201	3,368.89	SEWER
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			<b>8,009.31</b>	



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## May 2023 Refund Report

Department	Vendor Name	Fund	Check Amount	Description
Public Works 540	ALBERT JACQUES	201	68.37	SEWER
	ASHOK A DOCOSTA	201	325.19	SEWER
	BENJAMIN O. TROTTER	201	246.36	WATER & SEWER
	BERRY KAHANOW	201	45.73	WATER & SEWER
	DEBORAH BLASE'	201	1,127.70	SEWER
	HSUEH VINCENT LU	201	163.67	WATER & SEWER
	JEANNE PETHEL	201	283.44	WATER & SEWER
	JESSE SUN	201	6.03	WATER
	KAREN BEST	201	84.56	WATER
	MICHELLE DALEY	201	244.80	SEWER
	TAMMI TAMARA GAULDIN	201	162.53	WATER & SEWER
			<hr/> <b>2,758.38</b>	



# **Monthly Refund Report June 2023**

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## June 2023 Refund Report

<b>Department</b>	<b>Vendor Name</b>	<b>Check Amount</b>	<b>Description</b>
<b>Public Works 540</b>	ALYSSIA A. WAGSTAFF	129.72	SEWER
	ANA A. HARPER	348.63	WATER & SEWER
	DEBRA C. MARTINO	95.79	WATER
	FABIO SUSANA ESPINAL	20.53	WATER
	FANNERY JARAMILLO	1,630.22	WATER
	KRISHNA KATTA	340.90	WATER & SEWER
	MICHAEL WARGA	497.89	SEWER REFUND
	WILLIAM HILLER	269.90	SEWER REFUND
	YOUNG SIM KIM	175.23	WATER REFUND
	ZACH BALOGH	297.04	SEWER REFUND
		<hr/>	
		<b>3,805.85</b>	



## POLICY AND PROCEDURE

SUBJECT: Refund of Money Paid to Fulton County for  
Specific  
Programs That For Some Reason May Not Be  
Accomplished

DATE: November 17, 1993

NUMBER: 200-4

**Statement of Policy:** Whenever a person, firm or other legal entity shall pay any sum of money to Fulton County for a specified purpose or service, but which because of circumstances cannot be accomplished in whole or in part, the Finance Director shall be authorized to refund such payment based on the recommendation of the responsible Department Head and upon supporting evidence to justify such refund.

**Background:** This policy outlines the actions to be taken to refund monies to individuals or corporate entities when a project in which they are involved is not completed, or is cancelled.

**Applicability:** This policy applies to all departments that have accepted fees or deposits for a purpose or service that for some reason cannot be accomplished. It does not apply to deposits received for projects that are covered by the Georgia Code dealing with Development Impact Fees or other development fees outlined in the Georgia Code. Additionally, refunds involving litigation or other legal matters must include an opinion from the County Attorney attesting to the propriety of the refund or a court document ordering the refund.

**Responsibility:** Department Heads are responsible for determining when monies are to be refunded. The Department Head will forward the supporting documents to the Finance Director, who will review them for completeness and for applicable refunds. A monthly report of refunds will be furnished to the County Manager and the Board of Commissioners.

**Procedures:** The Department Head will prepare a Payment Voucher and attach all necessary documentation, i.e., copies of cash receipt documents showing that the funds were, in fact, previously received and a memorandum stating the circumstances under which the refund is being made. This documentation will be forwarded to the Director of Finance for approval.

**Departmental Sponsor:** Finance Department

**Policy Review Date:** May 1997

**References:**  
Minutes of the Board of Commissioners, March 4, 1964  
Minutes of the Board of Commissioners, June 2, 1982  
Minutes of the Board of Commissioners, November 17, 1993

**Departments Affected:** All Departments and Offices of Appointed or Elected Officials