



Monthly Refund Report June 2024

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.

June 2024 Refund Report

Department	Vendor Name	Description	Amount
540	ERIC LYONS	760 SADDLE RIDGE TRACE REFUND	1,902.73
	FERN CREEK REGISTRY HOA	FERN CREEK REGISTRY HOA, 480 RUCKER FERNCREEK RD	294.42
	JOSHUA SCUTT	WATER REFUND-ACCT# 00282213-00090326	216.64
	MARK MILLER	SEWER REFUND-ACCT# 00214413 00071376 3370 SONATA LANE ALPHARETTA, GA 30004	275.37
		WATER REFUND-ACCT #00214413 00071376 3370 SONATA LANE ALPHARETTA, GA 30004	78.27
	MARY WHITING	SEWER REFUND-ACCT# 00339387 00005623	133.29
	MICHAEL HOLMES	WATER REFUND-ACCT # 00141918-00003216	29.12
	ROD STROUGO	2120 TRAYWICK CHASE, ALPHARETTA, GA 30005	61.44
	ROSWELL RESIDENTIAL PARTNERS LLC	SEWER REFUND-ACCT ##01158674 - 00721820 2070 PARKSIDE ESTATES, ROSWELL, GA 30076	147.81
		SEWER REFUND-ACCT #01158674 00721815 2080 PARKSIDE LANE ROSWELL, GA 30076	121.40
		WATER REFUND-ACCT ##01158674 - 00721820 2070 PARKSIDE ESTATES, ROSWELL, GA 30076	73.52
		WATER REFUND-ACCT #01158674 00721815 2080 PARKSIDE LANE ROSWELL, GA 30076	44.93
	SHARYN LEVINSON	240 KRISTIE LANE ROSWELL,GA 30076	483.65
	TOM GILBERT	SEWER REFUND-ACCT# 00112053-00005194 11115 SEA LILLY DRIVE, ALPHARETTA, GA 30022	38.61
	TONY BROWN	WATER REFUND-ACCT # 01166374 00722255 4030 COTTAGE PARK COURNT ALPHARETTA, GA 30004	736.14
	Subtotal		2,742.24
	Grand Total		4,637.34



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