



# **Monthly Refund Report October 2022**

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.

**OCTOBER 2022 REFUND REPORT**

<b>DEPARTMENT</b>	<b>VENDOR NAME</b>	<b>FUND</b>	<b>CHECK AMOUNT</b>	<b>DESCRIPTION</b>
<b>PUBLIC WORKS (540)</b>				
	<b>BEVERLY &amp; ALAN REDSTONE</b>	<b>201</b>	<b>55.63</b>	<b>WATER &amp; SEWER</b>
	<b>BRYAN MCHUGH</b>	<b>201</b>	<b>216.21</b>	<b>SEWER</b>
	<b>CHUCK HEADRICK</b>	<b>201</b>	<b>897.76</b>	<b>SEWER</b>
	<b>DOMINIC JOHNSON</b>	<b>201</b>	<b>250.05</b>	<b>SEWER</b>
	<b>Jennifer Stambek</b>	<b>201</b>	<b>123.92</b>	<b>SEWER</b>
	<b>MELISSA REEDER</b>	<b>201</b>	<b>42.90</b>	<b>SEWER</b>
	<b>MICHAEL WARGA</b>	<b>201</b>	<b>915.29</b>	<b>SEWER</b>
	<b>NIKI CAPUANO</b>	<b>201</b>	<b>233.32</b>	<b>SEWER</b>
	<b>NINA ALLEN</b>	<b>201</b>	<b>65.92</b>	<b>SEWER</b>
	<b>ROBERT W &amp; DEBORAH J WAPLI</b>	<b>201</b>	<b>1,763.98</b>	<b>WATER</b>
<b>GRAND TOTAL</b>			<b>4,564.98</b>	



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### November 2022 Monthly Refund Report

DEPARTMENT	VENDOR NAME	FUND	CHECK AMOUNT	DESCRIPTION
<b>PUBLIC WORKS (540)</b>				
	Bonnie Massey	201	523.83	SEWER
	Caliber 1 Construction	201	968.58	WATER
	CLIFFORD R. MARTIN	201	1,100.75	WATER
	DIANE M. BURCH	201	58.83	WATER & SEWER MAINTENANCE BOND
	FUQUA & ASSOCIATES, INC	453	5,500.00	REFUND
	JEFF SIEGAL	201	3,745.63	SEWER
	Kellie Bartlett	201	4,914.00	SEWER
	LESTER M. ARCHAMBEAU	201	118.68	SEWER
	TEHMINA ZAIDI	201	2,495.64	SEWER
<b>GRAND TOTAL</b>			<b>19,425.94</b>	



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## DECEMBER 2022 REFUND REPORT

DEPARTMENT	VENDOR NAME	FUND	Check Amount	DESCRIPTION
<b>PUBLIC WORKS (540)</b>				
	BALLANTRY PMC COLEMAN RD, LLLP	203	6,062.00	SEWER
	BRIAN ANDERSON	201	200.44	WATER
	CATHERINE SCOTT	201	4.52	SEWER
	CHIHIRO OGUCHI	201	250.71	SEWER
	COURTNEY KIRKLAND	203	3,963.00	BORING
	DANIEL DAVIDSON	201	352.43	WATER
	DAVID GRAY	201	30.48	SEWER
	DEYSI CARBONELL	201	864.15	SEWER
	DONALD ELIA JR.	201	131.59	SEWER
	Douglas Knudsen	201	236.09	SEWER
	Eric Brown	201	14,054.04	SEWER
	JAY BELODOFF	201	30.67	SEWER
	JOHN BAE	201	59.58	SEWER
	JOHN GRISSOM	201	1,516.62	SEWER
	LWV TPA GA 400 LLC	201	106.26	WATER
	MARGARET M. CORRIGAN	201	7,091.18	SEWER
	MELISSA BARATIAN	201	765.66	WATER & SEWER

## DECEMBER 2022 REFUND REPORT

MIKE FLETCHER	201	797.07	WATER
NEWCASTLE PROPERTIES LLC	453	2,065.00	HYDRANT METER DEPOSIT
RON PERDEW	201	494.78	SEWER
SOO PARK	201	16.24	SEWER
STEVE GORNALL	201	615.63	SEWER
THERESA WILLS	201	1,129.59	SEWERT
TIMOTHY HUDGENS	201	151.09	WATER
TRICIA HAYDEN	201	100.48	SEWER

GRAND TOTAL

41,089.30



## 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