



Monthly Refund Report

July 2020

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.

July 2020 Refund Report

Department Name	Vendor Name	Fund	Amount	Description
Arts & Culture (181)	Amanda Collins	100	85.00	Art Center Class Registration
	Angel Brim	100	111.00	Art Center Class Registration
	ANGELICiA LUMA	100	50.00	Art Center Class Registration
	Ann Busch	100	255.00	Art Center Class Registration
	Anne Schmitthenner	100	89.05	Art Center Class Registration
	APRIL KITCHENS	100	37.00	Art Center Class Registration
	B J Hill	100	47.00	Art Center Class Registration
	Barbara May	100	79.05	Art Center Class Registration
	Beth Patrick	100	79.05	Art Center Class Registration
	BROOKE BROWN	100	160.00	Art Center Class Registration
	Caroline Mitchell	100	101.00	Art Center Class Registration
	Courtney Duckett	100	101.00	Art Center Class Registration
	Dana Demolle	100	57.00	Art Center Class Registration
	DANIELLE MCCANTS	100	104.00	Art Center Class Registration
	Deatra Hines-Bey	100	40.00	Art Center Class Registration
	Desiree Maurice	100	160.00	Art Center Class Registration
	Gloria Davis	100	57.00	Art Center Class Registration
	Gloria McCullough-Wright	100	24.00	Art Center Class Registration
	GWENN HALL	100	32.50	Art Center Class Registration
	HEATHER DESCHENE	100	93.00	Art Center Class Registration
	HELEN DUBINER	100	89.05	Art Center Class Registration
	JENNINGS WALSH	100	340.00	Art Center Class Registration
	JOANN VINYARD	100	89.05	Art Center Class Registration
	JOI TURNER	100	30.00	Art Center Class Registration
	Julie Moradi	100	160.00	Art Center Class Registration
	KATHRIN STEWART	100	85.00	Art Center Class Registration
	Katie Clark	100	85.00	Art Center Class Registration
	KRISTIN RUSSO	100	170.00	Art Center Class Registration
	LAJUANA WINGO	100	24.00	Art Center Class Registration
	LUCYNDA COKER	100	170.00	Art Center Class Registration
MARQUERITE EBERHARDT	100	28.45	Art Center Class Registration	
MELINDA PAULY	100	85.00	Art Center Class Registration	
RAINA SMITH	100	127.50	Art Center Class Registration	
Rose Wooden	100	79.00	Art Center Class Registration	
Shruti Shah	100	85.00	Art Center Class Registration	

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Department Name	Vendor Name	Fund	Amount	Description
Arts & Culture (181)				
	SUSAN MEHRE	100	170.00	Art Center Class Registration
	Tatiana Fernandez	100	111.00	Art Center Class Registration
	Tiffany Harte	100	87.00	Art Center Class Registration
	Vickie Robinson	100	57.00	Art Center Class Registration
Subtotal		39	3,833.70	
Public Works (540)				
	ASHLEI ALIG	201	51.56	SEWER
	FISERV/BASTOGNE INC	201	666.17	WATER & SEWER
	GARY CAWLEY	201	3,297.85	SEWER
	Jeanne Whitson	201	830.33	SEWER
	JM FAMILY ENTERPRISES, I	201	176.98	SEWER
	JULIE KNOWLTON	201	726.50	WATER
	KERRI GEIKEN	201	376.93	SEWER
	RABIU SHEHU	201	64.57	SEWER
	Robert Dehning	201	36.41	WATER
	Veronica Maddox	201	623.76	SEWER
	Winston Fitzhugh	201	458.23	WATER & SEWER
	M&P SHOPPING CENTERS	203	343.00	WATER
Subtotal		12	7,652.29	
Department (650)				
	Denise Hamb	434	105.00	SOUTH FULTON COMMUNITY GARDEN
	Dolores Walker	434	70.00	SOUTH FULTON COMMUNITY GARDEN
Subtotal		2	175.00	
Grand Total		53	11,660.99	



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