



Monthly Refund Report

September 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.

September 2020 Refund Report

Department Name	Vendor Name	Fund	Amount	Description
Arts & Culture (181)				
	Alice Nelson	100	79.05	ARTS CENTER CLASS REGISTRATION
	ALLY WILLINSKI	100	111.00	ARTS CENTER CLASS REGISTRATION
	Ava Wilensky	100	79.05	ARTS CENTER CLASS REGISTRATION
	Barbra Gallant-Tann	100	101.00	ARTS CENTER CLASS REGISTRATION
	Behzad Jadalipour	100	285.90	ARTS CENTER CLASS REGISTRATION
	CAROLINE NUCKOLLS	100	89.05	ARTS CENTER CLASS REGISTRATION
	CLAUDIA WARREN	100	79.05	ARTS CENTER CLASS REGISTRATION
	Dr. Victor Nassar	100	89.05	ARTS CENTER CLASS REGISTRATION
	FELECIA SVEDA	100	93.00	ARTS CENTER CLASS REGISTRATION
	GLORIA DAVIS	100	57.00	ARTS CENTER CLASS REGISTRATION
	HELEN KRAUS	100	191.70	ARTS CENTER CLASS REGISTRATION
	Laura Hilsen	100	93.00	ARTS CENTER CLASS REGISTRATION
	LAUREN SHUBOW	100	103.00	ARTS CENTER CLASS REGISTRATION
	Lauren Winkler	100	202.00	ARTS CENTER CLASS REGISTRATION
	Machiko Ogawa	100	79.05	ARTS CENTER CLASS REGISTRATION
	Maria Christensen	100	95.85	ARTS CENTER CLASS REGISTRATION
	Marjorie Homlar	100	178.10	ARTS CENTER CLASS REGISTRATION
	MARY KAPUSCINSKI	100	158.10	ARTS CENTER CLASS REGISTRATION
	MEI WU	100	115.85	ARTS CENTER CLASS REGISTRATION
	Moir Clark	100	79.00	ARTS CENTER CLASS REGISTRATION
	Neal Kaplan	100	79.05	ARTS CENTER CLASS REGISTRATION
	Phyllis Handley	100	79.05	ARTS CENTER CLASS REGISTRATION
	PRISCILLA JENKINS	100	79.05	ARTS CENTER CLASS REGISTRATION
	RHONDA TERRY	100	89.05	ARTS CENTER CLASS REGISTRATION
	Steven Gardner	100	89.05	ARTS CENTER CLASS REGISTRATION
	Surin Jung	100	79.05	ARTS CENTER CLASS REGISTRATION
	Telle Stein	100	87.55	ARTS CENTER CLASS REGISTRATION
	TILLIE YOW	100	89.05	ARTS CENTER CLASS REGISTRATION
	TITU DOCTOR	100	178.10	ARTS CENTER CLASS REGISTRATION
	TONYE M. HANNAH	100	158.10	ARTS CENTER CLASS REGISTRATION
	WAYNAH DUNN	100	89.05	ARTS CENTER CLASS REGISTRATION
	William Turner	100	242.00	ARTS CENTER CLASS REGISTRATION
Subtotal		32	3,696.95	
Public Works (540)				
	ALEXSANDRA THOENE	201	590.00	SEWER
	ANNA JEAN MASSEY	203	1,157.00	WATER METER
	ANTHONY BYRD	201	542.73	WATER & SEWER
	BIDISHA SIDDHANTA	201	83.44	SEWER
	BRUNO D MONOUE	201	166.04	WATER
	DANA HAUFFE	201	121.13	SEWER
	ELLIOT J SHOENER	201	212.11	SEWER
	ERNEST STEDMAN	201	10.59	WATER
	JERRY PIERSON	201	177.40	WATER & SEWER
	Jie Lin	201	81.57	SEWER
	JOHN MCCUE	201	15.87	SEWER
	LEIGH MALONEY	201	136.47	SEWER
	LETICIA BAEZA	201	1,832.78	SEWER
	MARC ZIMMERMAN	201	398.32	WATER & SEWER
	MATTHEW CRAWFORD	201	47.66	WATER & SEWER
	MONICA & BOBBY SCALES	201	89.00	SEWER
	PARTHIV DAVE	201	239.88	WATER & SEWER
	QIAN WANG	201	24.55	WATER
	ZACHARY COTE	201	119.10	WATER & SEWER
Subtotal		19	6,045.64	
Grand Total		51	9,742.59	



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