



Monthly Refund Report January 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.

January 2020 Refund Report

Department Name	Vendor Name	Fund	Amount	Description
Arts & Culture (181)				
	SID POWELL	100	200.00	SWAC RENTAL DEPOSIT
Subtotal		1	200.00	
Registration & Elections (265)				
	CITY OF ALPHARETTA	350	68,717.50	GENERAL ELECTION
	CITY OF COLLEGE PARK	350	16,967.82	GENERAL & RUNOFF ELECTIONS
	CITY OF EAST POINT	350	104,159.01	GENERAL & RUNOFF ELECTIONS
	CITY OF FAIRBURN	350	15,924.02	GENERAL ELECTION
	CITY OF HAPEVILLE	350	5,522.62	GENERAL ELECTION
	CITY OF JOHNS CREEK	350	62,877.84	GENERAL & RUNOFF ELECTIONS
	CITY OF MILTON	350	42,965.53	GENERAL ELECTION
	CITY OF ROSWELL	350	134,482.95	GENERAL & RUNOFF ELECTIONS
	CITY OF SOUTH FULTON	350	240,260.36	GENERAL & RUNOFF ELECTIONS
	CITY OF UNION CITY	350	20,640.68	GENERAL ELECTION
Subtotal		10	712,518.33	
Public Works (540)				
	AARON D. JAMES	201	183.55	WATER/SEWER
	AZUR OSMANBASIC	201	181.17	WATER/SEWER
	CRAIG DORSHER	201	25.33	SEWER
	Jacob Thomas	201	83.96	SEWER
	Jean Holley	201	455.54	WATER
	KAISHMA DRUMMOND	201	275.73	WATER/SEWER
	LITHCFIELD HUNDRED HOA	201	2,632.12	WATER
	M DREW HAYNIE	201	1,343.26	SEWER
	MARIA SARLI	201	166.70	WATER
	MARJORIE BOWERSOCK	201	58.43	WATER/SEWER
	NORTHPOINT CHEVROLET	201	40.90	SEWER
	Pam Garrett	201	149.42	WATER/SEWER
	Sitanath Saha	201	531.78	WATER/SEWER
	THORNHILL HOA	201	6,637.66	WATER
	TIMOTHY MCGEE	201	606.36	WATER
	Traton Homes	201	88.26	WATER
	XIN LIN	201	518.21	WATER
Subtotal		17	13,978.38	
Grand Total		28	726,696.71	



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