



Monthly Refund Report December 2023

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.

December 2023 Refund Report

Department	Vendor Name	Check Amount	Description
Public Works (540)			
	ALEX HART	5,045.97	SEWER
	AZADEH HASHEMI	640.19	WATER & SEWER
	CARL MCMORRIS	338.06	WATER & SEWER
	CARY J. MORSE	483.91	WATER
	CHATHAM PARK	2,134.69	WATER
	CRAIG CARUSO	817.96	SEWER
	EDWINA DIXON	174.80	SEWER
	FRANK KAPLAN	242.78	WATER & SEWER
	GLENN HEATH	588.40	WATER & SEWER
	HOLLY REESE	1,001.91	SEWER
	IRMA GURBISZ	1,361.86	WATER & SEWER
	JUAN LINDSEY	1,334.77	SEWER
	KURT GIEBEL	1,363.32	SEWER
	MARIAN BARI	435.17	SEWER
	MARIN K. BECKER	247.43	SEWER

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Department	Vendor Name	Check Amount	Description
	MARIO GONZALES	225.19	WATER
	MAURICE J. CONTRERAS	240.10	WATER
	MILTON CROSSING LLC	25,500.00	BOND REFUND-DEVELOPMENT OF MILTON CROSSING
	NORMAN ZHOU	35.58	WATER & SEWER
	QIANQIAN BAO	1,452.06	WATER & SEWER
	QUENBY ZELLER	766.35	SEWER
	SAMUEL J. PITMAN	19.99	WATER
	TED SCHUMACHER	31.27	WATER
	TRACEE ORR	68.52	SEWER
	VIDYA VENKAT	3,259.12	SEWER
	WOO SIK SHIN	105.55	WATER & SEWER
	YESSICA P MURILLO	18.88	WATER
Grand Total		47,933.83	



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