



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: **8/11/2023**

To: Elected Official, Department head, or Accounting Staff of Board – **Juvenile Court**

From: Auditor's Office Fiscal Department

SUBJECT: Batch #2023-1904 Mary Ruth Shumway \$701.95

<input type="checkbox"/> Dept. Head Signature Missing on Cover	<input type="checkbox"/> Incorrect Vendor Numbers (s)
<input type="checkbox"/> Incorrect Account Number	<input type="checkbox"/> Incorrect/No Encumbrance No.
<input type="checkbox"/> Incorrect Remit Address	<input type="checkbox"/> Incorrect Voucher Amount
<input type="checkbox"/> Insufficient Cash Balance Available	<input type="checkbox"/> Incorrect G/L Date
<input type="checkbox"/> Batch not Approved in New World	<input type="checkbox"/> Expense Precede Encumbrance
<input type="checkbox"/> Insufficient Balance Available on PO	<input type="checkbox"/> Remit Copy Missing
<input type="checkbox"/> Missing Original Invoice/Supporting Documents	<input type="checkbox"/> Due Date Deadline Missed
<input type="checkbox"/> Missing "OK to Pay" Initials/Signature	<input type="checkbox"/> Other

Solution: No original signature on voucher cover or invoice. Travel Expense Request missing signature "Approved By". _____

Courthouse Annex, 231 Main Street, Suite 1A, Chardon, OH 44024-1293

Direct Line: (440) 279-1600

FAX: Fiscal Office (440) 279-2184 * Real Estate/Appraisal (440) 286-4359

Web site: <http://www.auditor.co.geauga.oh.us>

Email: auditor@co.geauga.oh.us

FILED
IN THE COURT OF COMMON PLEAS

2023 AUG -9 AM 10:26

**IN THE COURT OF COMMON PLEAS
JUVENILE DIVISION
GEAUGA COUNTY, OHIO**

PROBATE-JUVENILE
DIVISION
IN RE: GEAUGA COUNTY, OHIO

JUVENILE COURT
EXPENDITURES
SHUMWAY, MARY RUTH

) JUDGE TIMOTHY J. GRENDELL
)
)
) **PROPER ADMINISTRATIVE ORDER**
) **2023-303**

Pursuant to R.C. 5705.42, 2303.201(E)(1), 2151.10, 2151.40, and 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$701.95 (Seven Hundred One Dollars and Ninety Five Cents) from 2051-007-00-902 payable to SHUMWAY, MARY RUTH, for 2023 National CASA Conference travel expenses and employee mileage, which the Juvenile Court has determined to be an expenditure for a proper public purpose. **Kindly provide this Court with the original check which it will mail to the vendor.**

Pursuant to R.C. 319.16(D), "if the auditor questions the validity of [this] expenditure... the auditor shall notify the court that presented the documents, shall issue the warrant under protest, and shall notify the auditor of state of the protest."

As an elected official and member of the judicial branch of county government, the Judge of the Geauga County Probate/Juvenile Court is authorized to fix the amount due to court vendors who perform services for the court. Therefore, pursuant to R.C. 307.55(A), this payment is to be processed "Live".

IT IS SO ORDERED.


TIMOTHY J. GRENDELL, JUDGE

CC: Fiscal Director

AUDITORS CERTIFICATION OF FUNDS
O.R.C. 5705.41D

Geauga County, Chardon, Ohio April 4, 2023
I HEREBY CERTIFY that the money required to meet the foregoing contract, agreement, or obligation in the sum of \$1,865.00

has been lawfully approved, authorized or directed for such purpose and is in the Treasury or in the process of collection to the credit of the fund listed next to the item below, free from any previous encumbrances.

CHARLES E. WALDER
GEAUGA COUNTY AUDITOR

by _____, Deputy Auditor
GEAUGA COUNTY FEDERAL I.D. NO. 34-6001208
SALES AND USED TAX EXEMPTION - POLITICAL SUBDIVISION
STATE OF OHIO

FOR AUDITORS USE ONLY	Date: _____
Then and Now Certificate: _____	
Warrant Received by: _____	
Date: _____	

SHIP TO:
GEAUGA COUNTY
PROBATE / JUVENILE COURT -JUDGE GRENDALL
231 MAIN STREET SUITE 2
CHARDON, OH 44024

WARRANT NO.	VOUCHER DATE	VOUCHER AMOUNT
	08/14/2023	\$ 701.95 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
04/04/2023		
1099 AMT.	dr.	
	cr.	

PURCHASE ORDER NO. 2023-00002283 = 576.13 ✓

GEAUGA CO. BOARD OF COMMISSIONERS: SESSION _____ RESOLUTION _____ JOURNAL _____ PAGE _____ BUDGET APPROVAL - ENCUMB _____ VOUCHER _____
--

VENDOR I.D. NO. 7250

PURCHASED FROM:

Mary Ruth Shumway

INVOICE TO:
GEAUGA COUNTY
PROBATE / JUVENILE COURT -JUDGE GRENDALL
231 MAIN STREET SUITE 2
CHARDON, OH 44024

Kimball Gandy

DEPARTMENT HEAD SIGNATURE

QUANTITY	UNIT	FUND	DESCRIPTION	UNIT COST	TOTAL COST
1.0000	Each	2051	TRAVEL - 2023 National CASA Conference 2051-007-00-902 - Travel 1,865.00	1,865.0000	\$1,865.00
			Mileage		
TOTAL DUE					\$1,865.00

RECEIVED
AUG 09 2023
Geauga County Auditor

Presented by Court as a
courtesy only,
NOT statutorily required

See State ex rel. Grendell v. Walder,
Slip Opinion No. 2022-Ohio-204

Travel Expense Request

Auditor's Number:

2023-22831

Date: 4/4/2023 Department: Juvenile
Convention, Meeting, Etc.: 2023 National CASA Conference
Location: St. Louis, MO Reason: conference
Dates of Travel: June 9-14, 2023 Dates of Event: June 10-13, 2023
Employees Attending: Mary Ruth Shumway (List Names)

Account: 2051-007-00-902 (Travel)**Estimated Expenses:**

Hotel	<u>\$500.00</u>
Food	<u>\$175.00</u> ✓
Mileage	_____
Registration	<u>\$790.00</u> ✓
Other	<u>\$400.00</u> ✓
Total	<u>\$1,865.00</u>

Dept Head Approval: I affirm that this expense request is being submitted within the limits and provisions of the County Travel Policy.

Kimberly G...
Department Head Signature

Date

3/30/2023

AUDITOR'S CERTIFICATE OF FUNDS (ORC 5705.41D)
I hereby certify that the money required to meet the foregoing contract, agreement or obligation, in the sum of \$ 1865.00 has been lawfully appropriated, authorized or directed for such purpose and is in the process of collection to the credit of the 2051-007-00-902 fund, free from any previous encumbrances.

By: [Signature]
Deputy Auditor

The Geauga County Board of Commissioners authorized the estimated expense for the above request in action by motion in their session on 4/4/2023 23-048, Journal No. 95.

Original: Above Department
Copy: Auditor
Copy: Commissioner

[Signature]
Clerk, Geauga Co. Bd. of Commissioners

Actual Expenses:

Hotel	_____	Departure Date	_____
Food	_____		_____
Mileage	<u>\$ 576.13</u> ✓	Departure Time	_____
		am / pm	_____
Registration	_____	Return Date	_____
Other	_____		_____
Total	<u>\$ 576.13</u>	Return Time	_____
		am / pm	_____

Original receipts must be attached to this statement. Any extraordinary expense must be explained on this form.

I hereby certify the actual expenses to be correct:

Signature: Kimberly G...Title: Court Administrator

Approved by: _____

Partial Payment Final Payment

Revised 08/20/08

Original and 2 copies required

Geauga County
Mileage/Miscellaneous Reimbursement Voucher
for ALL that follow IRS Standard Mileage

Print Form

Reset Form

PRINT EMPLOYEE NAME _____

DEPARTMENT _____

DATE	ORIGIN	DESTINATION	MILEAGE	MISC. AMOUNT
PURPOSE OF TRAVEL				
6/5/2023	470 Center St. Bldg 5C Chardon, OH 23CU32	Cincinnati, KY	295.00	
6/6/2023	Cincinnati, KY. 23CU32	Hendersonville, TN	266.00	
6/6/2023	Hendersonville, TN National CASA Conference	Paducah, KY.	✓ 139.00	
6/7/2023	Paducah, KY National Conference	St. Louis, MO	✓ 174.00	
6/13/2023	St. Louis, MO. return from conference	Columbus, OH	✓ 418.00	
6/14/2023	Columbus, OH. return from conference	Chickashay Lane	✓ 156.00	
6/10/2023	Valet parking from 6/10-6/13			✓ 120.96

\$367.45

PO# 2023-2283

\$701.95

TRAVELER'S CERTIFICATE

I certify that the statements made hereon are true, that the mileage was actually driven on County Business, and that the expenses incurred were in accordance with state and county regulations. I also certify that I have liability insurance as required in ORC 4509.51

Column Totals A 1448.00 \$ 120.96 B

Total Mileage Amount (A) X .655** \$ 948.44 C

Total Reimbursement (B) + (C) **\$1,069.40**

ORIGINAL RECEIPTS MUST BE ATTACHED

** IRS .655 rate effective 01/01/2023
 Commissioners Approved 01/05/2023

Revised 01/05/2023 RHL

Ma. R. Sharma Kimberly

 Employee Signature Date Department Head Signature



Hyatt Regency St Louis at The Arch
 315 Chestnut
 ✓ Saint Louis, MO 63102
 Tel: 314-655-1234
 Fax: 314-241-6618

INVOICE

Mary Beth Shumway
 10450 CHICKASHAY LN
 CHAGRIN FALLS OH 44023
 United States

Room No. 1097
 Arrival 06/10/23 ✓
 Departure 06/13/23
 Folio Window 1
 Folio No.

Confirmation No. 218009501
 Group Name CASA/GAL Conference

Date	Description	Charges	Credits
06/10/23	Parking Valet	48.00 auto routing split into 9.60 and 38.40.	38.40
06/10/23	Valet Parking City Tax		1.92
06/11/23	Parking Valet	48.00 auto routing split into 9.60 and 38.40.	38.40
06/11/23	Valet Parking City Tax		1.92
06/12/23	Parking Valet	48.00 auto routing split into 9.60 and 38.40.	38.40
06/12/23	Valet Parking City Tax		1.92

Total	120.96	0.00
Balance	120.96 ✓	

Guest Signature

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

WE HOPE YOU ENJOYED YOUR STAY WITH US!

We thank you for your business and appreciate your loyalty. For questions on your World of Hyatt account, please call 800-30-HYATT. Thank you for choosing the Hyatt Regency St. Louis At The Arch. Please let us know your thoughts by contacting:

World of Hyatt Summary

Membership: XXXXXX273R
 Bonus Codes:
 Qualifying Nights: 3
 Eligible Spend: 538.20
 Redemption Eligible: 120.96

Hyatt Regency Management Team
 stlrs-front.office.managers.static@hyatt.com

For inquiries concerning your bill please call 888-587-4589, or email: na.customerservice@hyatt.com

Summary Invoice, please see front desk for eligibility details.

For balance due, please remit payment to:
 Hyatt Regency St. Louis
 P.O. Box 205327
 Dallas, TX 75320-5327