



**Auditor**  
**Charles E. Walder**  
*Chief Fiscal Officer*

**Return Voucher Form**

Date: 01/23/24

To: Elected Official, Department head, or Accounting Staff of **Probate Court**

From: Auditor's Office Fiscal Department

**SUBJECT: Batch # 2024-00000191**

**Geauga Credit Union \$711.66**

<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 checked="" type="checkbox"/> Other

Solution: No original signature on the voucher cover, invoice or Travel Expense Request form.

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](mailto:auditor@co.geauga.oh.us)

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

Geauga County, Chardon, Ohio September 19, 2023  
I HEREBY CERTIFY that the money required to meet the foregoing contract, agreement, or obligation in the sum of  
\$2,255.00

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
	01/22/2024	\$ 711.66 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
09/19/2023		
1099 AMT.		
	dr.	
	cr.	

PURCHASE ORDER NO. 2023-00003432 ✓

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

VENDOR I.D. NO. 1704

**PURCHASED FROM:**

**GEAUGA CREDIT UNION**

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

  
DEPARTMENT HEAD SIGNATURE

QUANTITY	UNIT	FUND	DESCRIPTION	UNIT COST	TOTAL COST
1.0000	Each	2080	TRAVEL - 2023 NCPJ Fall Conference 2080-008-00-902 - Travel 2,255.00	2,255.0000	\$2,255.00
			Hotel		
TOTAL DUE					\$2,255.00

**RECEIVED**  
JAN 19 2024  
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*

IN THE COURT OF COMMON PLEAS  
PROBATE DIVISION  
GEAUGA COUNTY, OHIO

FILED  
IN COMMON PLEAS COURT

2024 JAN 18 PM 4:35 ✓

PROBATE-JUVENILE  
DIVISION  
GEAUGA COUNTY, OHIO

IN RE: ) JUDGE TIMOTHY J. GRENDALL  
PROBATE COURT )  
EXPENDITURES )  
GEAUGA CREDIT UNION ) **PROPER ADMINISTRATIVE ORDER**  
 ) **2024-8**

Pursuant to R.C. 2303.201(E)(1), Administrative Order 2010-02 of this Court issued by Judge Henry (copy attached), and 319.16(A)(2), this order hereby directs timely payment by the Geauga County Auditor in the amount of \$711.66 (Seven Hundred Eleven Dollars and Sixty Six Cents) from 2080-008-00-902 payable to GEAUGA CREDIT UNION, for 2023 NCPJ Fall Conference travel expenses, which the Probate 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. GRENDALL, JUDGE

KE 1/18/2024

CC: Fiscal Director

FILED  
COMMON PLEAS COURT

IN THE COURT OF COMMON PLEAS  
PROBATE DIVISION 2010 JUN 29 11:11:01  
GEAUGA COUNTY, OHIO

PROBATE DIVISION  
OFFICE  
GEAUGA COUNTY, OHIO

In Re:  
Establishment of Probate Court Special Projects Fund

ADMINISTRATIVE ORDER 2010-02

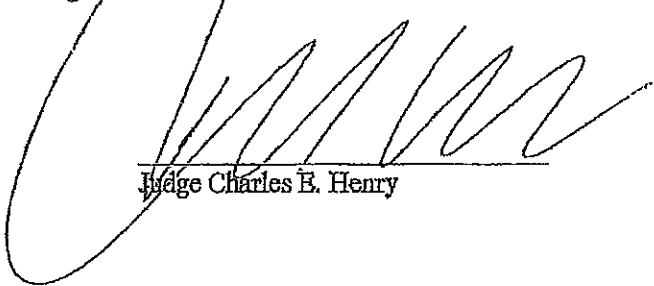
WHEREAS, the Court of Common Pleas, Probate Division, has determined that, for the efficient operation of the Court, additional funds are necessary for special projects of the Court, and

WHEREAS, the special projects shall include, but not be limited to, the acquisition of additional facilities or the rehabilitation of existing facilities, the acquisition of equipment, the hiring and training of staff, community service programs, mediation or alternative dispute resolution services, the employment of magistrates, the training and education of judges and magistrates, and other related services.

THEREFORE, pursuant to the authority granted in Ohio Revised Code Section 2303.201(E)(1), the Court hereby amends Rule 4 of the Local Rules of the Geauga County Court of Common Pleas, Probate Division, to encompass a new special projects fee in the sum of Fifteen Dollars (\$ 15.00) to be assessed on the filing of each estate, guardianship, trust, miscellaneous civil case, adoption, minor settlement, wrongful death case, name change, and marriage license.

All fees collected pursuant to this order shall be paid to the Geauga County Treasurer for deposit into a general special projects fund for Probate Court. The Court will allocate the funds to individual projects and moneys from such fund shall be disbursed upon an order of the Court in an amount not greater than the actual cost to the Court of any such determined project. The Probate Court clerks shall charge and collect this fee beginning on March 1, 2010, to be assessed on all specified cases filed on or after said date and the clerks shall continue to charge and collect this fee until further order of this Court.

IT IS SO ORDERED.



Judge Charles E. Henry



GEAUGA PROBATE JUVE COURT

Account Number: ##### 0162  
Closing Date: 12/18/23  
Credit Limit: \$6,000.00 Available Credit: \$2,845.00

Account Inquiries



Customer Service:  
(800) 322-8472

To Report a Card Lost or Stolen:  
(727) 570-4881 LOCAL  
(866) 604-0381 TOLL-FREE



Please Direct Written Inquiries to:  
CUSTOMER SERVICE  
PO BOX 30495  
TAMPA, FL 33630



To view or pay your account on-line:  
www.eZCardInfo.com

Account Summary

Previous Balance	\$	3,187.22
Purchases	+	2,474.66
Cash	+	0.00
Balance Transfer	-	0.00
Credits	-	29.68
Payments	-	2,477.62
Insurance	+	0.00
Other Debits	+	0.00
Finance Charges	+	0.00
<b>NEW BALANCE</b>	<b>\$</b>	<b>3,154.58</b>

*2,444.98*

Payment Information



**Total Minimum Payment Due \$95.00**  
**Payment Due Date 01/12/2024**

Minimum Payment	\$	95.00
Past Due Amount	\$	0.00
Over Limit / Fees	\$	0.00

Mail Payments to: GEAUGA CU - VISA PO BOX 4521 CAROL STREAM IL 60197-4521

Important News

MANAGE YOUR CARD ACCOUNT ONLINE. IT'S FREE! IT'S EASY!  
SIMPLY GO TO WWW.EZCARDINFO.COM AND ENROLL IN OUR ONLINE SERVICE. YOU CAN REVIEW ACCOUNT INFORMATION, TRACK SPENDING, SET ALERT NOTIFICATIONS, DOWNLOAD FILES, AND MUCH MORE. MANAGING YOUR ACCOUNT IS FAST, SECURE, AND EASY WITH EZCARDINFO. ENROLL TODAY!

Account Activity Since Your Last Statement

Trans Date	Post Date	MCC Code	Reference Number	Description	Amount
11/18	11/20	3640	24943003323722886513822	GRAND HYATT TAMPA } PO# 2023-3310 8885886308 FL	\$ 1,423.32
11/18	11/20	3640	24943003323722886566408	GRAND HYATT TAMPA } PO# 2023-3432 8885886308 FL	11.66
12/01	12/03	3504	24943003336036007902482	HILTON COLUMBUS/POLARIS } PO# 2023-3712 COLUMBUS OH	339.68
12/01	12/03	3504	7494300333603600000982	CREDIT VOUCHER } \$310.00 HILTON COLUMBUS/POLARIS } COLUMBUS OH	29.68 -
11/16	11/20	0000	74457043324001202800033	PAYMENT - THANK YOU	630.10 -
11/17	11/22	0000	74457043326001203001662	PAYMENT - THANK YOU	275.14 -
11/17	11/22	0000	74457043326001203001688	PAYMENT - THANK YOU	244.00 -
11/17	11/22	0000	74457043326001203001704	PAYMENT - THANK YOU	1,221.12 -
12/07	12/11	0000	74457043345001203300079	PAYMENT - THANK YOU	107.26 -

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW 5 DAYS FOR MAIL DELIVERY

GEAUGA CU  
PO BOX 839  
BURTON OH 44021 - 0839



Account Number  
##### 0162

Check box to indicate name/address change on back of this coupon

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
12/18/23	\$3,154.58	\$95.00	01/12/2024

AMOUNT OF PAYMENT ENCLOSED

\$

GEAUGA PROBATE JUVE COURT  
231 MAIN ST.  
2ND FLOOR  
CHARDON OH 44024



MAKE CHECK PAYABLE TO:

GEAUGA CU - VISA  
PO BOX 4521  
CAROL STREAM IL 60197 - 4521



GEAUGA PROBATE JUVENILE COURT

Account Number: ##### 0162  
Closing Date: 12/18/23  
Credit Limit: \$6,000.00 Available Credit: \$2,845.00



14760

Account Activity Summary

	Average Daily Balance	Periodic Rate	Corresponding Annual Percentage Rate <sup>1</sup>	Finance Charges	Effective Annual Percentage Rate	New Balance
<b>CURRENT</b>						
Purchases	\$ 2,932.58	0.0000%	0.00%	\$ 0.00		
Cash	\$ 0.00	0.0000%	0.00%	\$ 0.00		
Fees/Interest Charge				\$ 0.00		
Total				\$ 0.00	0.00%	\$ 3,154.58
See reverse side for explanation of Interest Charge Method(ICM) Credit Purchases: G Cash Advance: A Days In Billing Cycle: 31						
<sup>1</sup> Your Annual Percentage Rate (APR) is the annual interest rate on your account.						
(V) = Variable Rate. If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.						
<b>NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION AND BILLING RIGHTS SUMMARY</b>						

# Travel Expense Request

Auditor's Number:  
2023-3432

Date: September 19, 2023 Department: Probate  
 Conventions Meeting, Etc.: 2023 NCPJ Fall Conference  
 Location: Tampa, FL ✓ Reason: conference  
 Dates of Travel: November 15-18, 2023 Dates of Event: November 15-18, 2023  
 Employees Attending: John A. Ralph (List Names)

Estimated Expenses:	
Hotel	\$960.00 ✓
Food	\$220.00 ✓
Mileage	\$75.00 ✓
Registration	\$500.00 ✓
Other	\$500.00 ✓
Total	\$2,255.00 ✓

Account: 2080-008-00-902 Travel \*LIVE\*

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

September 19, 2023  
 Date

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 \$ 2255.00 has been lawfully appropriated, authorized or directed for such purpose and is in the process of collection to the credit of the 2080-008-00-902 fund, free from any previous encumbrances.

By: Evelyn G...  
 Deputy Auditor

The Geauga County Board of Commissioners authorized the estimated expense for the above request in action by motion in their session on 9/26/2023 23159 Journal No. 95.

Original: Above Department  
 Copy: Auditor  
 Copy: Commissioner

Christine Blum  
 Clerk, Geauga Co. Bd. of Commissioners

Actual Expenses:	
Hotel	\$ 711.66
Food	
Mileage	
Registration	
Other	
Total	\$ 711.66

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: Sandra Uttrall  
 Title: Office Manager  
 Approved by: Kimberly G...

Partial Payment   
 Final Payment



**Grand Hyatt Tampa Bay**  
 2900 Bayport Drive  
 Tampa, FL 33607  
 Tel: 813-874-1234  
 Fax: 813-207-6790

**INFORMATION INVOICE**

John Ralph  
 231 Main Street  
 2nd Floor  
 Chardon OH 44024  
 United States

Room No. 0647  
 Arrival 11-15-23  
 Departure 11-18-23  
 Folio Window 2  
 Folio No. 1082200

Confirmation No. 6210807101  
 Group Name National College of Probate Judges

Date	Description	Charges	Credits
11-15-23	Group Room	209.00	
11-15-23	State Sales Tax	15.68	
11-15-23	Occupancy Tax	12.54	
11-16-23	Group Room	209.00	
11-16-23	State Sales Tax	15.68	
11-16-23	Occupancy Tax	12.54	
11-17-23	Group Room	209.00	
11-17-23	State Sales Tax	15.68	
11-17-23	Occupancy Tax	12.54	
11-18-23	Visa	XXXXXXXXXXXX0162 XX/XX	711.66
<b>Total</b>		<b>711.66</b>	<b>711.66</b>

Guest Signature

**Balance**

0.00

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!**

"HOW WAS YOUR STAY AT THE GRAND HYATT TAMPA BAY?"

Please do not hesitate to contact us should you wish to share your experience, or have any inquiries. Simply contact us at: tparw.quality@hyatt.com

**World of Hyatt Summary**

No Membership to be credited

Join World of Hyatt today and start earning points for stays, dining and more. Visit [www.worldofhyatt.com](http://www.worldofhyatt.com)

Thank you for staying with us.  
 Ruth M. Benjamin  
 General Manager

For inquiries concerning your bill, please call 888-588-6308

Please forward all invoice payments to:  
 Grand Hyatt Tampa Bay  
 P.O. Box 841606  
 Dallas, TX 75284

We hope to welcome you back to Grand Hyatt Tampa Bay