



Auditor
Charles E. Walder
Chief Fiscal Officer

Return Voucher Form

Date: **12/11/2023**

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

From: Auditor's Office Fiscal Department

SUBJECT: Batch # 2023-00003032

Jennifer Moore-Mallinos \$148.30

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

Solution: No original signature on the voucher cover or invoice.

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

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

Geauga County, Chardon, Ohio September 7, 2023

I HEREBY CERTIFY that the money required to meet the foregoing contract, agreement, or obligation in the sum of \$9,050.00

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
	12/11/2023	\$ 148.30 ✓
P.O. DATE	ADJUSTMENT	ACCOUNT NO.
09/07/2023		
1099 AMT.		

PURCHASE ORDER NO. 2023-00003296 ✓

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

VENDOR I.D. NO. 12457

PURCHASED FROM:

Jennifer Moore-Mallinos

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	2051	TRAVEL - 2023 OHIO CASA CONFERENCE 2051-007-00-902 - Travel 9,050.00 Miles & Meals - JMM	9,050.0000	\$9,050.00
TOTAL DUE					\$9,050.00

Presented by Court as a
courtesy only,
NOT statutorily required

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

RECEIVED
DEC 07 2023
Gauga County Auditor

FILED
IN COMMON PLEAS COURT

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

2023 DEC -7 PM 1:00

PROBATE-JUVENILE
DIVISION
GEAUGA COUNTY, OHIO

IN RE:

JUVENILE COURT
EXPENDITURES

MOORE MALLINOS, JENNIFER D

) JUDGE TIMOTHY J. GRENDALL

)

)

) PROPER ADMINISTRATIVE ORDER

) 2023-458

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 \$148.30 (One Hundred Forty Eight Dollars and Thirty Cents) from 2051-007-00-902 payable to MOORE MALLINOS, JENNIFER D, for 2023 Ohio CASA Conference travel expenses, 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. GRENDALL, JUDGE

KE 12/7/2023

CC: Fiscal Director

Travel Expense Request

Auditor's Number:

2023-3296

Date: September 7, 2023

Department: Juvenile

Convention, Meeting, Etc.: 2023 Ohio CASA Conference

Location: Columbus, OH

Reason: conference

Dates of Travel: September 19-22, 2023

Dates of Event: September 20-22, 2023

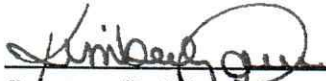
Employees Attending: CASA Staff & Volunteers, Jennifer Moore-Mallinos, Abbey King, Mich (List Names)

Account: 2051-007-00-902 Travel

Estimated Expenses:

Hotel	\$4,950.00
Food	\$350.00
Mileage	\$700.00 ✓
Registration	\$2,850.00
Other	\$200.00 ✓
Total	\$9,050.00

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


Department Head Signature

9/1/2023

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 \$ 9050.00 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:

Deputy Auditor

The Geauga County Board of Commissioners authorized the estimated expense for the above request in action by motion in their session on 9/7/2023 23-152, Journal No. 95.

Original: Above Department

Copy: Auditor

Copy: Commissioner

Acting Clerk, Geauga Co. Bd. of Commissioners

Actual Expenses:

Hotel		Departure Date
Food	\$ 57.91 ✓	
Mileage	\$ 90.39 ✓	Departure Time am / pm
Registration		Return Date
Other		
Total	\$ 148.30 ✓	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:

Title:

Office Manager

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

12457

Reset Form

PRINT EMPLOYEE NAME Jennifer Moore

DEPARTMENT

Juvenile

CASA Conf

DATE	ORIGIN	PURPOSE OF TRAVEL	DESTINATION	MILEAGE	MISC. AMOUNT
9/2/2023	Aurora, Elizabeth Ln	Fair Duties, RT	Geauga Fairgrounds	41.00	
9/4/2023	Aurora, Elizabeth Ln	Fair Duties, RT	Geauga Fairgrounds	41.00	
9/5/2023	470 Center St., Chardon	Fair Clean up	Geauga Fairgrounds	21.00	
9/8/2023	470 Center St., Chardon	Court Duties, RT	Gairway HS	18.00	
9/12/2023	470 Center St., Chardon	Court Duties, RT	Gairway HS	18.00	
9/19/2023	470 Center St., Chardon	Court Duties, RT	Gairway HS	18.00	
9/20/2023	Aurora, Elizabeth Ln	143 - commute (23)	350 North High Street, Columbus	120.00	
9/29/2023	470 Center St., Chardon	Court Duties	Gaitway HS	9.00	
9/20/2023	See attached				31.34
9/21/2023	See attached				26.57
Column Totals				286.00	\$ 57.91
Total Mileage Amount				(A) X .655**	\$ 187.33
Total Reimbursement				(B) + (C)	\$ 245.24

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.

Casa Conf = 78.60
+ 57.91
+ 11.79
\$ 148.30

ORIGINAL RECEIPTS MUST BE ATTACHED

Jennifer Moore 10/3/23

Employee Signature

Date

Department Head Signature

Kimberly

Commissioners Approved 01/05/2023

Revised 01/05/2023 RHL

Geauga County

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

Print Form

Reset Form

PRINT EMPLOYEE NAME Jennifer Moore-Mallinos

DEPARTMENT Probate

DATE	ORIGIN	PURPOSE OF TRAVEL	DESTINATION	MILEAGE	MISC. AMOUNT
9/3/2023	Aurora, Elizabeth Ln 23 PG 348, RT		Home Visit, Chardon, OH	50.00	
9/5/2023	470 Center St., Charon 14 PG 400		Home Visit, Chesterland, OH	7.50	
9/25/2023	Casa Conference, 350 North High St. Columbus	Probate Conference, 5100 Upper Metro Place, Dublin		18.00	
9/25/2023	Probate Conference, 5100 Upper Metro Place, Dublin 144 - commute (23)		Aurora, Elizabeth Ln	121.00	
Column Totals				196.50	
Total Mileage Amount				(A) X .655**	\$ 128.71
Total Reimbursement				(B) + (C)	\$ 128.71

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.

ORIGINAL RECEIPTS MUST BE ATTACHED

Jennifer Moore-Mallinos 10/3/23 Date
Employee Signature Department Head Signature
IRS .655 rate effective 01/01/2023
Commissioners Approved 01/05/2023
Revised 01/05/2023 RHL

23 PG 348, RT
14 PG 400
Casa Conference, 350 North High St. Columbus
Probate Conference, 5100 Upper Metro Place, Dublin
144 - commute (23)

CASA Conf
11.79
OAS Conf
12.00
Conf
19.25



Wolf's Ridge Brewing
215 N 4th Street
Columbus, OH 43215

Server: Dining R
Check #79
Seats 1, 2
Ordered: 9/21/23 7:33 PM

1 Blistered Shishitos \$8.00
1 Persian Tomato Salad \$13.00

Subtotal \$21.00
Tax \$1.57
Total \$22.57

Powered by Toast

Amount \$22.57
+ Tip: \$4.00
= Total: \$26.57

x Jennifer Moore-Mallinos

Customer Copy

Powered by Toast

Ted's Montana Grill
191 W. Nationwide Blvd
Columbus OH
614-227-1115

Server: Jack
61/2
Guests: 1
09/20/2023
6:36 PM
20096

Chopped Salad - Half 9.00
Snowcrest Chicken Grilled 15.50

Subtotal 24.50
Tax 1.84

Total 26.34

Balance Due 26.34

FOOD: 24.50

||||| HOW DID WE DO TODAY? |||||

tell us how you enjoyed your recent
visit to Ted's Montana Grill.

www.tedssurvey.net

We look forward to serving you again soon.

SubTotal USD \$ 26.34
Tip USD \$ 5.00
Total USD \$ 31.34

Signature: Jennifer Moore-Mallinos
JENNIFER MOORE-MALLINOS

I agree to pay above total amount
according to card issuer agreement.
(Merchant agreement if Credit Voucher)
Retain this copy for your records