

Urban Corps

CITY OF ATLANTA

DEPARTMENT OF FINANCE

501 CITY HALL

ATLANTA, GEORGIA 30303
November 24, 1969



CHARLES L. DAVIS
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**Mr. Ken Millwood
Atlanta Urban Corps
30 Courtland Street, N.E.
Atlanta, Georgia 30303**

Dear Ken:

This is to acknowledge receipt of the following listed contracts and the return of same to you for the reasons as stated below.

Agreements between the City of Atlanta Urban Corps and: Community Council of the Atlanta Area, Inc.; Kennesaw Mountain National Battlefield Park; Community Arts, Inc.; Grant Park Community School; Metropolitan Atlanta Commission on Crime and Juvenile Delinquency; American Cancer Society; Metropolitan Atlanta Housing Conference; Child Service and Family Counseling Center, Inc.; Kirkwood Community Church & Christian Center; Department of Justice-Immigration and Naturalization Service; and Creative Atlanta-Economic Opportunity Atlanta, Inc.

The above agreements are being returned to you in order that you might have all copies dated and all titles inserted as well as your approval noted thereon. In our audit of these agreements, we found that many of them are not fully executed particularly with reference to the supplemental page relating to the amount of funds to be remitted.

The agreements between the Urban Corps and Mary Holmes College and Blayton Business College are also being returned for the same reasons.

I noticed in reviewing these agreements that the agencies and commissions are to make checks payable to the Atlanta Urban Corps, City of Atlanta. The agreements are executed by the City of Atlanta and these parties and any checks received on which the City of Atlanta's name appears are to be remitted to the City Treasury with funds to be dispersed in accordance with the program. The laws of the City do not permit any agency, commission or employee to endorse any checks made payable to the City of Atlanta.

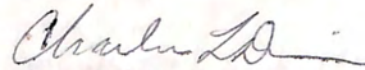
In a review of my files, I do not have filed with this office an agreement relating to the number of interns the City is to receive and the considera-

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tion the City is to pay for these interns. By a copy of this letter, I am asking the Accounts Payable Auditor not to process any payments from the funds allocated for the Urban Corps for income until this agreement is received.

If I can be of assistance to you in correcting these agreements, please advise.

Sincerely,



Charles L. Davis
Director of Finance

CLD:dhf
Enclosures

cc: Mr. George Berry
Mrs. Linda Anderson
Mr. Gerald Bernal
Mr. Horace Ward