

June 12, 1969

Mr. Forrest Gee
Purchasing Agent
City of Atlanta
Atlanta, Georgia

Dear Forrest:

I am attaching several invoices, bills, etc. which have been forwarded to this office by the Atlanta Urban Corps for payment. These bills total \$1,610.79.

These obligations were incurred by the Urban Corps prior to its budget being established within the City budget. As a result, these invoices did not receive prior approval by your office or by the Department of Finance.

The 1969 Urban Corps budget will be approved by the Finance Committee on Monday, June 16. Provisions will be made in that budget to meet these expenditures. Funds sufficient to meet the attached expenditures are available from private contributions that have been made to the Urban Corps. Even so, we recognize that these obligations have not been incurred in accordance with the accepted City procedures. We are taking steps to see that the Urban Corps follows City procedures hereafter.

It would be appreciated, therefore, if you would review these invoices, approve them for payment, and forward to Mr. Jay Fountain, Deputy Director of Finance.

Very truly yours,

George J. Berry
Administrative Coordinator

cc: Mr. Jay Fountain
Mr. Sam Williams