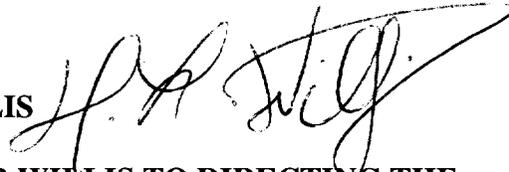


**AN ORDINANCE****COUNCILMEMBER H. LAMAR WILLIS****AN ORDINANCE BY H. LAMAR WILLIS TO DIRECTING THE CHIEF FINANCIAL OFFICER TO CONDUCT THREE CONTROLLED PAYOUTS OF ALL CURRENT EMPLOYEE PAYROLLS DURING FISCAL YEAR 2004; AND FOR OTHER PURPOSES**

**WHEREAS**, payroll and personnel costs comprise one of the City's largest single categories of operating expenditures; and

**WHEREAS**, the development and continued testing of internal controls are required to insure fiscal responsibility and are essential to maintaining public trust in good government; and

**WHEREAS**, the City implemented a new personnel payroll system to prepare for changes related to Fiscal Year 2000 and has not fully resolved all of the related procedural, control and systems issues; and

**WHEREAS**, a controlled payout has not been performed since implementing the new personnel payroll system to insure independent verification and matching of each employee to a payroll disbursement and proper accounting by fund, account and cost center.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA** as follows:

**Section 1:** That the Chief Financial Officer is hereby directed to conduct three controlled payouts during fiscal year 2004. Each of the payouts should be randomly selected.

**Section 2:** That the identity of each employee should be independently verified through examination of two pieces of identification. Employees should be physically present at the payout sites with two pieces of identification for independent verification. The Chief Financial Officer shall determine acceptable forms of identification.

**Section 3:** That the results of each payout are to be presented to the Finance/Executive Committee with copies to all members the Atlanta City Council within ten (10) working days of completion.

**Section 4:** That all ordinances in conflict herewith are hereby waived.

RCS# 5490  
3/01/04  
5:08 PM

Atlanta City Council

Regular Session

04-0-0314

CFO TO CONDUCT THREE CONTROLLED PAYOUTS  
ALL CURRENT EMPLOYEE PAYROLL FISCAL 2004  
FILE

YEAS: 13  
NAYS: 0  
ABSTENTIONS: 0  
NOT VOTING: 3  
EXCUSED: 0  
ABSENT 0

Y Smith	Y Archibong	NV Moore	Y Mitchell
Y Starnes	NV Fauver	Y Martin	Y Norwood
Y Young	Y Shook	Y Maddox	Y Willis
Y Winslow	Y Muller	Y Boazman	NV Woolard

04-0-0314

04-0-0314  
(Do Not Write Above This Line)

AN ORDINANCE

Councilmember H. Lamar Willis

An Ordinance by H. Lamar Willis directing the Chief Financial Officer to conduct three controlled payouts of all current employee payrolls during fiscal year 2004; and for other purposes

FILED BY  
CITY COUNCIL

- CONSENT REFER
- REGULAR REPORT REFER
- ADVERTISE & REFER
- 1st ADOPT 2nd READ & REFER
- PERSONAL PAPER REFER

Date Referred 2/16/04

Referred To: Finance/Executive

Date Referred

Referred To:

Date Referred

Referred To:

First Reading

Committee \_\_\_\_\_  
 Date \_\_\_\_\_  
 Chair \_\_\_\_\_  
 Referred To \_\_\_\_\_

F. Poirniee  
Chair  
2-25-04

Chair

Action

Fav, Adv, Hold (see rev. side)

Other

Members

Refer To

Hand Shook  
Chair  
Refer To

Refer To

Committee

Date

Chair

Action

Fav, Adv, Hold (see rev. side)

Other

Members

Refer To

Refer To

Refer To

Refer To

FINAL COUNCIL ACTION

- 2nd
- 1st & 2nd
- 3rd
- Consent
- V Vote
- RC Vote

CERTIFIED

MAR 01 2004  
 [Signature]

MAR 01 2004  
 [Signature]  
 MUNICIPAL CLERK

MAYOR'S ACTION