

CITY OF HAPEVILLE
MAYOR AND COUNCIL

OCTOBER 20, 2009

AGENDA

6:00 PM

I. Call to Order

II. Roll call

Alderman at Large Ann Ray
Councilman at Large Richard Murray
Councilman Ward 1 Susan Bailey
Councilman Ward 2 Lew Valero

III. Welcome

IV. Presentation

- A) Finance Department – Presentation of financials as of September 30, 2009

- B) Finance Department – Presentation of Identity Theft Program

V. Administrative

- A) Consideration to approve the expenditure of \$25,000 to the Hapeville Development Authority for the Façade Grant Program.
“Summary and Background”
The City in the past years made annual contributions of \$25,000 to the Hapeville Development Authority for the purpose of funding the Authority’s Façade Grant Program. The City’s last contribution was made in September 2005. Mayor Hallman is presenting this request at the request of the Hapeville Development Authority.

- B) Consideration to approve the expenditure of funds for:

North Central LCI Streetscape – Preliminary Engineering Phase:

Match funded by HATT	\$ 34,600
DOT Grant Funds	\$138,400
Total Appropriation	\$173,000

Depot Visitors’ Center TE Project – Design and Construction Phases:

City Match funded by HATT	\$160,365
DOT Grant Funds	\$641,460
Total Appropriation	\$801,825

Earmark 1 Transportation Facility Improvements – Preliminary Engineering Phase:

City Match funded by HATT	\$12,000
DOT Grant Funds	\$48,000
Total Appropriation	\$60,000

“Summary and Background”

The City has agreements with the Department of Transportation for the North Central LCI Streetscape, Depot Visitors’ Center TE project, and Earmark 1 for Transportation Facility Improvements all located within the City’s convention center district. Notices to Proceed have been received from the Department of Transportation.

VI. Old Business

VII. New Business

A) 1st Reading, Ordinance 2009-15, Budget Amendment

“Summary and Background”

Amend the FY 2009-10 Budget of the General Fund and the Capital Projects Fund of the City as follows:

General Fund

Revenues:

Reduction of Contingency \$25,000

Expenditures:

Contribution to Hapeville Development Authority \$25,000

Capital Projects Fund

Revenues:

Reimbursement from HATT \$206,965

Revenue from Grants \$827,860

Total Revenues \$1,034,825

VIII. Public Comments

IX. Adjournment

Identity Theft Prevention Program –Ordinance Number 2008-17

Pursuant to the Ordinance Number 2008-17, The Identity Theft Prevention Program has been implemented by the City and the finance director has prepared the initial annual report to the city manager.

City of Hapeville
Identity Theft Prevention Program
Annual Report
October 15, 2009

On August 27, 2009, a committee was established and brought together in conference to address Red Flag Issues and other components of the Identity Theft Prevention Program Ordinance. In addition, the finance director attended a class on Red Flag Issues sponsored by the GGFOA.

Identity Theft Prevention Program Committee Members:

Shaunda Hill, Accounting Specialist
Carolyn Meier, Cash Collections and Tax Clerk
Diane Dimmick, Accounting Specialist
Jenny Colely, Court Clerk
Ashley Smith, IT Manager
Mike Clark, Finance Director

Discussion Topics:

1. Ordinance No. 2008-17
2. Federal Trade Commission Guidelines
3. Identification of Red Flags
4. Appropriate Actions
5. Program Revaluations

Recommendations:

1. Committee to meet on a quarterly basis
2. Receive additional training
3. Expand training to all employees
4. Develop vendor compliance documentation