

ORDINANCE NO. 2025-04-22-02

**AN ORDINANCE ESTABLISHING AN ELECTRONIC FUNDS PAYMENT SYSTEM, DECLARING AN EMERGENCY AND FOR OTHER PURPOSES**

**WHEREAS**, Arkansas Code Annotated 14-59-105 (e) provides for municipal payments by electronic funds transfer provided that a procedure with accounting controls and proper documentation is adopted by ordinance;

**WHEREAS**, The City of Dyer has determined that it is in the best interest of the city to adopt an electronic funds payment procedure for the city to facilitate repetitious approved payments and any payments approved by the Board of Alderman for specific purposes;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DYER, ARKANSAS:

SECTION 1: When conducting city business, the City of Dyer shall establish an Electronic Funds Payment System through the bank used by the City. The payment shall be back drafted and deposited by the processing company and accounted for in the accounting software of the Treasurer's office. Such Electronic Funds Payment System shall be adopted for all EFT payments from the date January 1, 2025.

SECTION 2: ELECTRONIC FUND TRANSFERS.

- (a) For purposes of this ordinance, an electronic fund transfer is defined to be a transfer by electronic means of the City's funds through banking channels directly into the payee's account in financial institutions in payment of any account allowed against the City of Dyer.
- (b) Electronic fund transfers are specifically authorized for such accounts of third parties as the Mayor designate in writing, so long as the requirements of electronic funds payment system as established herein as followed.

(c) For its electronic funds payment system, the City of Dyer hereby requires:

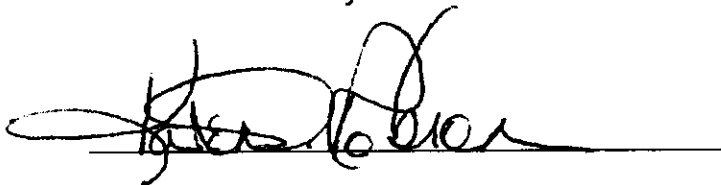
- a. the receipt of an invoice from the payee, which if received electronically shall be printed for the file;
- b. both the Mayor and Treasurer, as the two authorized disbursing officers of the City, to initial and date the invoice to authorize the issuance of the electronic transfer of funds to that payee prior to the date of the funds transfer;
- c. all electronic fund transfers shall be posted to the appropriate check register and reconciled with the bank statements monthly the by Treasurer; and
- d. the bank statement reconciliation report shall be given to the Mayor.

SECTION 3: EMERGENCY CLAUSE. This ordinance being necessary for the effective and accurate management of the fiscal affairs of the City and in turn to protect health, safety, and welfare of the City and residents of the City of Dyer, Arkansas, an emergency is declared to exist, and this Ordinance shall go into effect immediately upon and after passage by the Board of Aldermen.

PASSED AND APPROVED this 22<sup>nd</sup> day of April, 2025

A handwritten signature in dark ink, appearing to read "Ann Hubbard", written over a horizontal line.

Mayor

A handwritten signature in dark ink, appearing to read "Ken Gibson", written over a horizontal line.

Recorder Treasurer