

**CITY OF WARD  
ORDINANCE NUMBER O-2025-15**

**AN ORDINANCE ESTABLISHING AN ELECTRONIC FUNDS PAYMENT SYSTEM  
FOR THE CITY OF WARD, ARKANSAS AND THE CITY OF WARD WATER AND  
SEWER SYSTEM, DECLARING AN EMERGENCY, AND FOR OTHER PURPOSES**

**WHEREAS, ARKANSAS CODE ANNOTATED § 14-59-105** provides for municipal payment by electronic funds transfer provided that a procedure with accounting controls and proper documentation is adopted by ordinance and approved by the Legislative Joint Auditing Committee; and,

**WHEREAS, THE CITY OF WARD AND WARD WATER AND SEWER SYSTEM** 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.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WARD, ARKANSAS THAT:**

**SECTION 1.** Municipal payments that are repetitive (defined as expected to occur for more than six (6) consecutive months in either amount, vendor or both shall be eligible for payment via electronic funds transfer ("EFT") from the City of Ward, Arkansas

**SECTION 2.** Disbursements of municipal funds, may be made by electronic funds transfer provided that:

- (1) The governing body of the municipality shall establish by ordinance an electronic funds payment system directly into payees' accounts in financial institutions in payment of any account allowed against the municipality.
- (2) For purposes of this subsection, municipalities opting for an electronic funds payment system shall establish written policies and procedures to ensure that the electronic funds payment system provides for internal accounting controls and documentation for audit and accounting purposes; and,
- (3) Each electronic fund payment system established under this subsection shall comply with the information systems best practices approved by the Legislative Joint Auditing Committee before implementation by the municipality.

**SECTION 3. ELECTONRONIC FUND TRANSFERS**

- (1) For purposes of this ordinance, an electronic fund transfer is defined to be a transfer by electronic means of the City's or Water's funds through banking channels directly into the payee's account in financial institutions in payment of any account allowed against the City of Ward and Ward Water and Sewer.

- (2) Electronic fund transfers are specifically authorized for such accounts of third parties as the mayor and/or Finance Director designate, so long as the requirements of electronic funds payment system as established herein are followed.
- a. The receipt of an invoice from the payee which if received electronically shall be printed for the file;
  - b. The mayor and/or Finance Director, as the authorized disbursing officers of the City, to initial the invoices to authorize the issuance of the electronic transfer of funds to the 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 by the CPA; and
  - d. The monthly financials shall be given to the Mayor and City Council.

**SECTION 4. EMERGENCY:** This ordinance is deemed important for the immediate protection and preservation of the public peace, health, safety, and welfare of the citizens of Ward, Arkansas, an emergency is hereby declared to exist, and this ordinance shall be in full force and effect from and after its passage and approval.

SAID ORDINANCE WAS ADOPTED ON 10-17-25.

Brooke Yes, Chapman Absent, Hall Yes, Hefner Absent, McMinn Absent, Ruble Yes

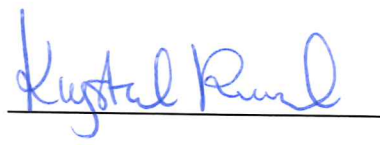
YEAS: 4 NAYS: 0

Mayor (if needed) Yes

APPROVED:

ATTEST:

  
Charles Gastineau, Mayor

  
Krystal Rummel, City Clerk

