

ORDINANCE NO. 2004-08

AN ORDINANCE TO ESTABLISH PAYROLL PROCEDURES FOR THE CITY OF CLINTON, ARKANSAS; AND FOR OTHER PURPOSES; AND DECLARING AN EMERGENCY.

WHEREAS, the City of Clinton, Arkansas, has a number of employees who are paid their salary bi-weekly; and

WHEREAS, the City of Clinton, Arkansas, has not yet adopted an employee manual setting out policies and procedures for non-uniformed employees; and

WHEREAS, the City of Clinton, Arkansas, desires to establish procedures for distributing payroll until such a manual is adopted by ordinance.

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

Section 1. Procedure:

All payroll checks for every city employee will henceforth be available for pickup in the Office of the City Clerk and Recorder.

Section 2. Authorization:

Any city employee may sign an authorization allowing anyone else to pick up their payroll check for them.

Section 3. Emergency:

The efficient operation of the distribution of city payroll is essential to the public health, safety and welfare. It is important that the provisions of this ordinance go into effect quickly.




An emergency is therefore declared to exist and this ordinance shall be in full force and effect from and after the date of its adoption.

ADOPTED: October 11, 2001

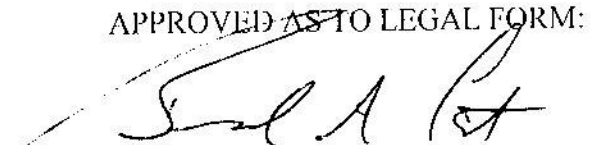
APPROVED:


James Beavers, Mayor

ATTEST:


Merl Eoff, City Clerk

APPROVED AS TO LEGAL FORM:


Brad A. Cazort, City Attorney