

CITY OF KEISER, ARKANSAS

ORDINANCE No. 2023-05

AN ORDINANCE AMENDING THE CITY CODE OF KEISER, ARKANSAS, TO SPLIT THE COMBINED POSITION OF RECORDER/TREASURER INTO TWO SEPARATE POSITIONS, AND FOR OTHER PURPOSES

WHEREAS, it has become apparent to the City Council of the City of Keiser that the current arrangement of having the combined position of Recorder/Treasurer is inefficient and does not meet the growing demands of the city;

WHEREAS, the City Council finds that the duties of the Recorder and the Treasurer have become too extensive for a single position to effectively manage, thereby necessitating a division of responsibilities.

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

SECTION 1: The position of Recorder/Treasurer for the City of Keiser, as currently constituted, is hereby abolished.

SECTION 2: Two distinct positions, City Recorder and Financial Director, are hereby established, replacing the prior position of City Recorder/Treasurer.

SECTION 3: The City Recorder, who will be elected by the citizens of Keiser in accordance with city and state laws, shall be responsible for keeping the official records of the city, attending, and recording proceedings of the City Council, handling public requests for city records, and performing such other duties as the mayor may from time to time designate. In the event of the death or resignation of the Mayor, the City Recorder will become the Acting Mayor until the City Council appoints a replacement, Mayor.

SECTION 4: The Financial Director shall be responsible for managing the city's finances, including overseeing the city's budget, maintaining city financial records, paying all bills, and performing such other duties as the mayor may from time to time designate. This position supersedes the previous role of City Treasurer.

SECTION 5: The position of Financial Director shall be filled by appointment made by the mayor, with the approval of the City Council, in accordance with the City Code of Keiser.

SECTION 6: If any part of this ordinance is held invalid, such invalidity shall not affect other provisions which can be given effect without the invalid provision, and to this end, the provisions of this ordinance are declared severable.

SECTION 7: The current Recorder/Treasurer shall remain in the office after this ordinance takes effect. The changes outlined in this ordinance shall come into effect at the November 2024 election. If the current Recorder/Treasurer resigns before the end of their current term, the position may be split prior to the next election.

SECTION 8: This ordinance shall be in full force from and after its passage, approval, and publication as required by law.

SECTION 9: EMERGENCY CLAUSE

In accordance with Section 14 of the Arkansas Constitution, an emergency is hereby declared to exist, and this ordinance is necessary for the immediate preservation of the public peace, health, and safety. Therefore, this ordinance shall be in full force and effect immediately upon its passage and approval.

PASSED AND APPROVED this 16th Day of October 2023.


Rick Creecy, Mayor


Peggy Sellars, Recorder/Treasurer