

**RESOLUTION NO. RES-24-1094**

**A RESOLUTION OF THE CITY COUNCIL  
FOR THE CITY OF LYNDEN, WASHINGTON  
AUTHORIZING THE RELEASE OF CHECKS AND  
ELECTRONIC PAYMENTS PRIOR TO COUNCIL APPROVAL**

WHEREAS, the City of Lynden (hereinafter referred to as City) makes payments to vendors and employees by automated clearing house (ACH) or electronic funds transfers (EFTs); and

WHEREAS, the City receives ACH and EFT funds from various parties as a routine business practice; and

WHEREAS, proper authorization and execution of ACH and EFT payments reduces the risk of erroneous and fraudulent transactions; and

WHEREAS, the City has determined that adoption of a policy for the authorization and processing of ACH/electronic funds transfers for the City is in its best interest;

WHEREAS, RCW 42.24.180 authorizes the issuance of checks before approval of the City Council in order to expedite payment of claims;

NOW THEREFORE, BE IT RESOLVED, the Lynden City Council hereby authorizes:

Section A: All claims against the City of Lynden shall be pre-audited and approved by the Finance Director or their designee prior to release;

Section B: The City Council shall review and approve claims paid at its next regularly scheduled meeting; and

Section C: If the City Council disapproves any claims, the Finance Director will recognize these claims as receivables of the City and will pursue collection diligently until the amounts are either collected or the City Council approves the claims.

Section D: The City's Finance Director may approve checks for payment and disbursement prior to the Council taking action to approve said claims.

Section E: BE IT FURTHER RESOLVED that any resolutions or parts of resolutions in conflict herewith are hereby repealed insofar as they conflict with the provisions of this resolution.

Section F: If any section, subsection, sentence, clause or phrase of this resolution is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this resolution. The Council hereby declares that it would have passed this code and each section, subsection, sentence, clause and phrase thereof, irrespective of the fact than any one or more sections, subsections, sentences, clauses or phrases has been declared invalid or unconstitutional, and if, for any reason, this resolution should be declared invalid or unconstitutional, then the original ordinance or ordinances shall be in full force and effect.

Section G: This resolution shall take effect and be in force on May 1, 2024 after its passage by the Council and after its approval by the Mayor, if approved, otherwise, as provided by law and five (5) days after the date of its publication.

PASSED BY THE CITY COUNCIL BY AN AFFIRMATIVE VOTE \_\_\_\_\_ IN FAVOR, \_\_\_\_\_ AGAINST AND SIGNED BY THE MAYOR THIS \_\_\_\_\_ DAY OF APRIL 2024.

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Scott Korthuis  
Mayor

ATTEST:

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Pam Brown  
City Clerk

APPROVED AS TO FORM:

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Robert Carmichael  
City Attorney