

1 HB519
2 175370-1
3 By Representatives Shiver, Baker and Faust (N & P)
4 RFD: Baldwin County Legislation
5 First Read: 12-APR-16

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9 A BILL
10 TO BE ENTITLED
11 AN ACT
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13 Relating to Baldwin County; to authorize the sheriff
14 to establish procedures to make limited purchases utilizing a
15 credit or debit card, provided compliance with required
16 accountability and audit measures and other procedures are
17 followed.

18 BE IT ENACTED BY THE LEGISLATURE OF ALABAMA:

19 Section 1. (a) This act shall apply only in Baldwin
20 County.

21 (b) For purposes of this act, the following words
22 have the following meanings:

23 (1) CREDIT CARD. A line of credit issued by a
24 domestic lender or credit card bank.

25 (2) DEBIT CARD. A card issued by a bank in relation
26 to a checking or savings account held by the Baldwin County
27 Sheriff's Office.

1 (b) To provide for convenience in making purchases
2 of tangible personal property or services approved by the
3 sheriff, the sheriff may establish procedures to make certain
4 purchases through use of a credit or debit card issued to the
5 Office of the Baldwin County Sheriff.

6 (c) The sheriff may promulgate written policy and
7 procedures governing the utilization of credit or debit cards
8 which, at a minimum, shall include all of the following:

9 (1) A monetary limit on the amount of any individual
10 purchase which may be made with a credit or debit card.

11 (2) A monetary limit on the total monthly amount
12 that may be purchased with a credit or debit card taking into
13 consideration the monetary limit of the discretionary fund
14 used.

15 (3) Procedures to ensure that the sheriff or his or
16 her designee has sole access to any credit or debit card,
17 credit or debit card numbers, access codes, or security codes.

18 (4) Procedures to keep accurate records of all
19 purchases made with a credit or debit card which shall be
20 periodically reviewed during required audits.

21 (5) Procedures to ensure that all credit or debit
22 card bills are carefully reviewed by the sheriff each month to
23 make sure that no unauthorized charges appear on the bill.

24 (6) Procedures to ensure that all credit or debit
25 card bills are paid in full on a timely basis each month to
26 avoid service charges, late fees, or interest payments.

1 (d) The sheriff shall select that credit or debit
2 card provider or providers taking into consideration all of
3 the following:

4 (1) Whether the credit or debit card issuer requires
5 an annual fee for utilizing the card.

6 (2) Whether the credit or debit card issuer offers
7 rewards or rebates based upon purchases made utilizing the
8 account.

9 (3) What interest rates, service charges, finance
10 charges, or late fees will be assessed in event a bill from
11 the credit or debit card issuer is paid late or the balance is
12 not paid in full.

13 (4) Whether penalties or fees will be assessed
14 against the sheriff in the event he or she decides to
15 terminate the credit or debit card.

16 (5) Any other consideration deemed relevant by the
17 sheriff.

18 (e) In the event the credit or debit card provides
19 rewards or rebates based upon the use of the card, any rewards
20 or rebates earned from the card or cards shall be deposited in
21 the Sheriff's Discretionary Fund of Baldwin County.

22 Section 2. This act shall become effective
23 immediately following its passage and approval by the
24 Governor, or its otherwise becoming law.