

MARILYN EDWARDS
County Judge



280 North College, Suite 500
Fayetteville, AR 72701

WASHINGTON COUNTY, ARKANSAS
County Courthouse

October 14, 2016

SPECIAL MEETING OF THE
WASHINGTON COUNTY QUORUM COURT

Tuesday, October 18, 2016
5:30 P.M.
Washington County Quorum Court Room

A G E N D A

1. **CALL TO ORDER.** **JUDGE EDWARDS**
2. **PRAYER AND PLEDGE.**
3. **ROLL CALL.**
4. **ADOPTION OF AGENDA.**
5. **CITIZEN'S COMMENTS.** Fifteen-minute comment period with a three-minute limit for each individual to comment on items on the agenda or other items.
6. **APPROPRIATION ORDINANCE: AN ORDINANCE TO SET THE SALARIES OF ELECTED OFFICIALS OF THE COUNTY'S EXECUTIVE BRANCH BASED ON YEARS OF ELECTED SERVICE. (6.1)** **EVA MADISON**
7. **DECISION ON OTHER 2017 SALARY CATEGORIES.** The Quorum Court needs to discuss the salaries for the ungraded positions and District Court. **(7.1 & 7.2)**
8. **REVIEW BUDGET CONTROLS. (8.1)** **JUDGE EDWARDS**
9. **FINALIZATION OF 2017 BUDGET.** **JUDGE EDWARDS**
10. **ADJOURNMENT.**

/cs

ORDINANCE NO. 2016-_____

APPROPRIATION ORDINANCE:

**BE IT ORDAINED BY THE QUORUM COURT
OF THE COUNTY OF WASHINGTON,
STATE OF ARKANSAS, AN ORDINANCE
TO BE ENTITLED:**

**AN ORDINANCE TO SET THE SALARIES OF
ELECTED OFFICIALS OF THE COUNTY'S
EXECUTIVE BRANCH BASED ON YEARS OF
ELECTED SERVICE.**

WHEREAS, pursuant to Ark. Code Ann. § 14-14-1204, the Quorum Court is to fix by ordinance the annual salaries of the County Judge, Sheriff, Collector, Circuit Clerk, County Clerk, Assessor, Treasurer, and Coroner within the minimums and maximums set by the General Assembly;

WHEREAS, the Quorum Court has generally set the salaries of these elected officials using a percentage of the maximum salary range without regard to years of elected service; and

WHEREAS, the Quorum Court desires to set the salaries of these elected officials in a manner that rewards the officials for their length of elected service and also provides certainty for those salaries from year to year.

**NOW, THEREFORE, BE IT ORDAINED BY THE QUORUM
COURT OF THE COUNTY OF WASHINGTON, STATE OF ARKANSAS:**

ARTICLE 1: Beginning with budget year 2017, the annual salaries for the County Judge, Sheriff, Collector, Circuit Clerk, County Clerk, Assessor, Treasurer, and Coroner shall be set as follows:

- 1st two-year term – 80% of maximum set by Ark. Code Ann. § 14-14-1204
- 2nd two-year term – 85% of maximum set by Ark. Code Ann. § 14-14-1204
- 3rd two-year term – 90% of maximum set by Ark. Code Ann. § 14-14-1204
- 4th two-year term – 95% of maximum set by Ark. Code Ann. § 14-14-1204
- 5th two-year term and beyond – 100% of maximum set by Ark. Code Ann. § 14-14-1204

MARILYN EDWARDS, County Judge

DATE

BECKY LEWALLEN, County Clerk

Sponsor: _____ Eva Madison
Date of Passage: _____
Votes For: _____ Votes Against: _____
Abstention: _____ Absent: _____

2017 UNGRADED EMPLOYEE SALARIES

EMPLOYEES THAT ARE OUTSIDE WASHINGTON COUNTY'S JESAP PROGRAM

| FUND | DEPT. DESCRIPTION | POSITION | POSITION DESCRIPTION | 2016 BASE SALARY | 2017 PERCENTAGE RAISE INCLUDING BENEFITS | | | | | | |
|------|------------------------|----------|-----------------------------|-------------------|--|------------------|------------------|------------------|------------------|------------------|------------------|
| | | | | | 2% | 2.5% | 3% | 3.5% | 4% | 4.5% | 5% |
| 1000 | INFORMATION TECHNOLOGY | 0115002 | TECHNOLOGY DIRECTOR | 90,211.00 | 2,207.00 | 2,759.00 | 3,310.00 | 3,862.00 | 4,414.00 | 4,965.00 | 5,517.00 |
| 1000 | COUNTY ATTORNEY | 0122001 | COUNTY ATTORNEY | 70,000.00 | 1,713.00 | 2,141.00 | 2,569.00 | 2,997.00 | 3,425.00 | 3,853.00 | 4,281.00 |
| 1000 | ANIMAL SHELTER | 0308009 | VETERINARIAN | 78,795.00 | 1,928.00 | 2,410.00 | 2,891.00 | 3,373.00 | 3,855.00 | 4,337.00 | 4,819.00 |
| 1000 | CIRCUIT COURT I * | 0401001 | SECRETARY REPORTER | 4,428.00 | 109.00 | 136.00 | 163.00 | 190.00 | 217.00 | 244.00 | 271.00 |
| 1000 | CIRCUIT COURT II * | 0402001 | SECRETARY REPORTER | 4,428.00 | 109.00 | 136.00 | 163.00 | 190.00 | 217.00 | 244.00 | 271.00 |
| 1000 | CIRCUIT COURT IV | 0404001 | LAW CLERK | 57,072.00 | 1,396.00 | 1,745.00 | 2,094.00 | 2,443.00 | 2,792.00 | 3,141.00 | 3,490.00 |
| 1000 | PROSECUTING ATTORNEY | 0416001 | DEPUTY PROSECUTING ATTORNEY | 55,952.00 | 1,369.00 | 1,711.00 | 2,053.00 | 2,396.00 | 2,738.00 | 3,080.00 | 3,422.00 |
| 1000 | PUBLIC DEFENDER | 0417001 | DEPUTY PUBLIC DEFENDER | 49,798.00 | 1,219.00 | 1,523.00 | 1,828.00 | 2,132.00 | 2,437.00 | 2,741.00 | 3,046.00 |
| 1000 | PUBLIC DEFENDER | 0417002 | DEPUTY PUBLIC DEFENDER | 49,798.00 | 1,219.00 | 1,523.00 | 1,828.00 | 2,132.00 | 2,437.00 | 2,741.00 | 3,046.00 |
| 1000 | PUBLIC DEFENDER | 0417006 | DEPUTY PUBLIC DEFENDER | 49,798.00 | 1,219.00 | 1,523.00 | 1,828.00 | 2,132.00 | 2,437.00 | 2,741.00 | 3,046.00 |
| | | | | <u>510,280.00</u> | <u>12,488.00</u> | <u>15,607.00</u> | <u>18,727.00</u> | <u>21,847.00</u> | <u>24,969.00</u> | <u>28,087.00</u> | <u>31,209.00</u> |

* EMPLOYEE'S SALARY IS PAID BY THE STATE; HOWEVER, THE EMPLOYEE HAS BEEN GRANDFATHERED IN BY THE COUNTY AND ARE PAID PER A STIPHEMED AMOUNT INCLUDING BENEFITS

REVISED 10.11.216

District Court Judge's Salaries

Reorganization as of January 1, 2017

A.C.A. § 16-17-1112

SHARED SALARY COST IS \$117,300, HALF BEING \$58,650, PER FOUR DISTRICT COURT JUDGES

\$ 234,600 STATE AND CITY/COUNTY DISTRICT JUDGE SHARED SALARY COST

| CITY/COUNTY | CENSUS 2010 | CITY/COUNTY PERCENTAGE BASED ON POPULATION | CITY/COUNTY SHARED COST |
|--------------------|----------------|--|----------------------------|
| WASHINGTON COUNTY* | 37,350 | 17.81% | \$ 41,773.82 |
| ELKINS | 2,648 | 1.26% | \$ 2,961.64 |
| ELM SPRINGS | 1,893 | 0.90% | \$ 2,117.21 |
| FARMINGTON | 5,974 | 2.85% | \$ 6,681.57 |
| FAYETTEVILLE | 73,580 | 35.08% | \$ 82,294.99 |
| GOSHEN* | 1,071 | 0.51% | \$ 1,197.85 |
| GREENLAND | 1,294 | 0.62% | \$ 1,447.26 |
| JOHNSON | 3,354 | 1.60% | \$ 3,751.26 |
| LINCOLN | 2,249 | 1.07% | \$ 2,515.38 |
| PRAIRIE GROVE | 4,426 | 2.11% | \$ 4,950.23 |
| SPRINGDALE | 70,749 | 33.73% | \$ 79,128.68 |
| TONTITOWN* | 2,460 | 1.17% | \$ 2,751.37 |
| WEST FORK | 2,317 | 1.10% | \$ 2,591.43 |
| WINSLOW* | 391 | 0.19% | \$ 437.31 |
| | 209,756 | | \$ 234,600.00 |

* WASHINGTON COUNTY'S SHARED COST \$ 46,160.35

WASHINGTON COUNTY \$ 41,773.82

GOSHEN \$ 1,197.85

TONTITOWN \$ 2,751.37

WINSLOW \$ 437.31



STATE OF ARKANSAS
**Department of Finance
And Administration**

OFFICE OF ADMINISTRATIVE SERVICES
Administration of Justice Fund
1515 West Seventh Street, Suite 700
Post Office Box 2485
Little Rock, Arkansas 72203-2485
Phone: (501) 371-6145
Fax: (501) 682-5354
<http://www.dfa.arkansas.gov>

September 26, 2016

Honorable Judge Marilyn Edwards
Washington County Judge
280 North College Ave., Suite 500
Fayetteville, AR 72701

RE: Ark. Code Ann. § 16-17-1106, Salary of state district court judges

Dear Honorable Judge Edwards:

I would like to welcome you to the State District Judges Program beginning January 1, 2017.

Under Ark. Code Ann. § 16-17-1106, each county, town or city located in a State district court judgeship shall pay to the State an amount equal to its proportionate share of one half (1/2) of the base salary established by law for FY2009. The base salary for FY2009 was \$117,300. Half of that amount is \$58,650, with the remainder to be paid by the State. The purpose of this letter is to certify the proportionate share of \$58,650 per judge to be paid by the county and the cities and towns in your State district court judgeship(s).

Under the code, the amount to be paid by each county and town or city can be established by written agreement. The Proportionate Share Agreement is included with this letter to establish an agreement as to your proportionate share of the salary paid among the county, cities and towns in your State district court judgeship. Please sign and return the **Proportionate Share Agreement** to this office at the address listed above by **October 31, 2016**. If you are unable to reach an agreement, please contact this office. The Department of Finance and Administration – Administration of Justice Fund Section will certify proportionate share amounts according to the terms of Ark. Code Ann. § 16-17-1106.

If you have any questions or concerns, please feel free to call me at (501) 371-6145.

Sincerely,

Sandra Moss, Fiscal Support Analyst
Administration of Justice Fund Section
Department of Finance and Administration – Office of Administrative Services
sandra.moss@dfa.arkansas.gov

Enclosure

Cc: Mayor Bruce Ledford
Mayor Harold Douthit
Mayor Ernie Penn

Mayor Lioneld Jordan
Mayor Bill Groom
Mayor Chris Keeney
Interim Mayor Don Rollins

Mayor Rob Hulse
Mayor Sonny Hudson
Mayor Doug Sprouse
Treasurer Bobby Hill

2016 BUDGET CONTROLS

It is the responsibility of each elected official and/or department head to operate within the guidelines of the budget as adopted or amended by the Quorum Court. The guidelines are described in the following paragraphs:

The budget for each County department consists of appropriations of authorized expenditures in the following major categories:

1. Personal Services (Regular Salaries, Extra Help, Overtime & Fringe)
2. Supplies
3. Other Services and Charges
4. Capital Outlay
5. Debt Service
6. Interfund Transfers

Expenditures will be limited to the amounts appropriated in the above categories.

1. Transfers in Personal Services categories or transfers between departments may only be made by Ordinance.
2. Line item transfers within a departmental budget may be made within and into all categories, with the exception of the Personal Services Category as outlined in Budget Control #1. Transfers going into or out of the Capital Outlay Category shall not exceed \$5,000 per year in the General Fund, excluding the County Judge-Emergency Budget; any transfers exceeding this limit will require approval of the Quorum Court. With the exception of grant funds, no department may purchase supplies or other services and charges for another department except for utilities and cleaning and maintenance services provided by the Buildings & Grounds Department aggregated into the general budget. This does not apply to departments who work together in cost sharing projects.
3. Appropriations for use of grant funds must be made by ordinance with a grant agreement approved by the County Judge. All personnel positions funded by grants will be annotated as such and may be abolished upon expiration of the grant. The Quorum Court must approve in-kind cost for grants prior to grant acceptance. All Grants will be administered through the County Grants Administration Office with all billings and financial reporting being handled in the Comptroller's Office.

2016 Budget Controls

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4. All purchases must be made with a Purchase Order or P-Card and follow the written purchasing procedures as outlined by the County Judge.
5. The Comptroller will transfer monies monthly from individual departmental budgets into the Insurance Benefit Fund for all full time positions and qualifying part time employees regardless of whether all positions in the departments are filled.
6. If employed for one year on January 1, 2016, full time employees will receive a \$500 salary bonus and part-time APERS eligible employees a \$250 salary bonus. This bonus will be paid in two equal installments; in January and July, 2016. Salaries of full-time elected officials will receive a \$1,000 increase over their 2015 budgeted salary amount.
7. The County Judge-Emergency Budget monies are not to be granted to individual citizens but are to be used to pay for expenses incurred by the County in assisting the citizens at large when the County Judge has declared an emergency pursuant to A.C.A. §12-75-101, et seq.

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