

2019 NOV 25 PM 3:58  
BECKY LEWALLEN  
CO. & PROBATE CLERK  
WASHINGTON COUNTY, AR  
FILED

**ORDINANCE NO. 2019-86**

**APPROPRIATION ORDINANCE**

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

**AN ORDINANCE TO ESTABLISH THE  
WASHINGTON COUNTY ANNUAL BUDGET  
FOR THE CALENDAR YEAR 2020.**

**WHEREAS**, the Washington County Quorum Court approves and adopts the 2020 Budget for Washington County, Arkansas.

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

**ARTICLE 1.** The Quorum Court of Washington County, Arkansas hereby adopts the annual budget for calendar year 2020, which is attached hereto. Said budget reflects the anticipated revenues of Washington County and the expenditures authorized for each department within each fund of said County, the number and compensation of deputies and County employees, and the compensation of County Officers.

**ARTICLE 2.** A copy of the 2020 Budget shall be on file in the County Clerk's Office and shall be available for inspection and copying during normal business hours.

**ARTICLE 3.** The said 2020 Budget is hereby incorporated herein and adopted in full, and all expenditures reflected therein are authorized to be expended.

**ARTICLE 4. 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:

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

Personal Services (Regular Salaries, Extra Help, Overtime & Fringe)

- Supplies
- Other Services and Charges
- Capital Outlay
- Debt Service
- Inter-fund Transfers

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

Transfers in Personal Services categories or transfers between departments may only be made by Ordinance.

Grant funds are not subject to the restrictions in this paragraph. 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 \$20,000 per year in the General Fund, excluding the County Judge-Emergency Budget; any transfers exceeding this limit will require approval of the Quorum Court. 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.

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.

All approved purchases must be made with a Purchase Order or P-Card and follow the written purchasing procedures as outlined by the County Judge.

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.

Surplus personnel appropriations shall be de-appropriated from Full-time Salaries on a quarterly basis (April/July/October). These surplus funds shall be restored to unappropriated reserves.

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All full-time employees who qualify for annual leave will receive a 3.0% pay increase effective the first pay check of 2020. Full-time employees with less than one year's service shall receive a 3.0% pay increase upon his/her anniversary date. Maximum salary caps in all grades shall be suspended for the 2020 Budget Year. The Sheriff "step" positions will receive the raises as passed by the Quorum Court last year instead of the 3% pay increase. Salaried positions within the Sheriff "step" system will receive the same 3% pay increase that other full-time employees in the County receive. Any employees that received raises during 2019 greater than 3% will not receive this 3% raise unless it was the result of a promotion or regrade of their position.

Full-time Elected Officials shall receive a pay increase based on years of elected service as outlined below per Ordinance No. 2016-68 and shall go into effect the first pay check of 2020.

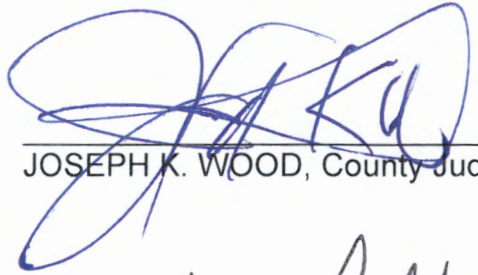
- 1st Year; 80% of the maximum for that year
- 2nd Year; 82.5% of the maximum for that year
- 3rd Year; 85% of the maximum for that year
- 4th Year; 87.5% of the maximum for that year
- 5th Year; 90% of the maximum for that year
- 6th Year; 92.5% of the maximum for that year
- 7th Year; 95% of the maximum for that year
- 8th Year; 97.5% of the maximum for that year
- 9th Year and each year following; 100% of the maximum for that year

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.

**ARTICLE 4.** If any part of this Ordinance is held invalid, such invalidity will not affect any other portion of this Ordinance.


**ARTICLE 5.** All laws and parts of law in conflict with this Ordinance are repealed.

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JOSEPH K. WOOD, County Judge

11.25.2019  
DATE



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BECKY LEWALLEN, County Clerk

Introduced by: **JP Ann Harbison**  
Date of Passage: **November 21, 2019**  
Members Voting For: **Bowman, Yanez, Washington, E. Madison, Jenkins,  
Highers, S. Madison, Leming, Harbison, Pond**  
Members Voting Against: **Johnson, Cunningham, Deakins, Duncan**  
Members Abstaining:  
Members Absent: **Ecke**