

ORDINANCE NO. 2020-84

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 AND BUDGET CONTROLS FOR THE CALENDAR YEAR 2021.

WHEREAS, the Washington County Quorum Court approves and adopts the 2021 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 2021, 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 2021 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 2021 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:

FILED  
2020 DEC 23 AM 11:17  
BECKY LEWALLEN  
CO. & PROBATE CLERK  
WASHINGTON CO. AR

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

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

- 46 • Supplies
- 47 • Other Services and Charges
- 48 • Capital Outlay
- 49 • Debt Service
- 50 • Inter-fund Transfers

51  
52 Expenditures will be limited to the amounts appropriated in the above categories.

53  
54 Transfers in Personal Services categories or transfers between departments may  
55 only be made by Ordinance.

56  
57 Grant funds are not subject to the restrictions in this paragraph. Line item transfers  
58 within a departmental budget may be made within and into all categories, with the  
59 exception of the Personal Services Category as outlined in Budget Control #1. Transfers  
60 going into or out of the Capital Outlay Category shall not exceed \$20,000 per year in the  
61 General Fund, excluding the County Judge-Emergency Budget; any transfers exceeding  
62 this limit will require approval of the Quorum Court. No department may purchase supplies  
63 or other services and charges for another department except for utilities and cleaning and  
64 maintenance services provided by the Buildings & Grounds Department aggregated into  
65 the general budget. This does not apply to departments who work together in cost sharing  
66 projects.

67  
68 Appropriations for use of grant funds must be made by ordinance with a grant  
69 agreement approved by the County Judge. All personnel positions funded by grants will  
70 be annotated as such and may be abolished upon expiration of the grant. The Quorum  
71 Court must approve in-kind cost for grants prior to grant acceptance. All Grants will be  
72 administered through the County Grants Administration Office with all billings and  
73 financial reporting being handled in the Comptroller's Office.

74  
75 All approved purchases must be made with a Purchase Order or P-Card and follow  
76 the written purchasing procedures as outlined by the County Judge.

77  
78 The Comptroller will transfer monies monthly from individual departmental budgets  
79 into the Insurance Benefit Fund for all full time positions and qualifying part time  
80 employees regardless of whether all positions in the departments are filled.

82 Surplus personnel appropriations shall be de-appropriated from Full-time Salaries  
83 on a quarterly basis (April/July/October). These surplus funds shall be restored to  
84 unappropriated reserves.  
85

86 All full-time employees who qualify for annual leave will receive a pay increase of  
87 \$1,560 divided into 26 payments of \$60.00, effective the first pay check of 2021. Full-time  
88 employees with less than one year's service shall receive the pay increase upon his/her  
89 anniversary date. Maximum salary caps in all grades shall be suspended for the 2021  
90 Budget Year. The Sheriff "step" positions will receive the raises as passed by the Quorum  
91 Court in 2018 instead of the flat pay increase. Salaried positions within the Sheriff "step"  
92 system will receive the same flat pay increase that other full-time employees in the County  
93 receive.  
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95 Full-time Elected Officials shall receive a pay increase based on years of elected  
96 service as outlined below per Ordinance No. 2016-68 and shall go into effect the first pay  
97 check of 2021.  
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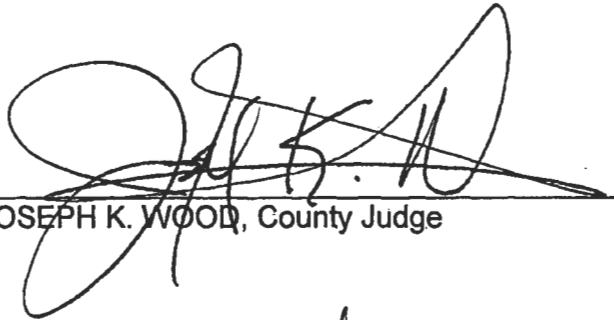
- 99 1st Year; 80% of the maximum for that year
- 100 2nd Year; 82.5% of the maximum for that year
- 101 3rd Year; 85% of the maximum for that year
- 102 4th Year; 87.5% of the maximum for that year
- 103 5th Year; 90% of the maximum for that year
- 104 6th Year; 92.5% of the maximum for that year
- 105 7th Year; 95% of the maximum for that year
- 106 8th Year; 97.5% of the maximum for that year
- 107 9th Year and each year following; 100% of the maximum for that year

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109 The County Judge-Emergency Budget monies are not to be granted to  
110 individual citizens but are to be used to pay for expenses incurred by the County in  
111 assisting the citizens at large when the County Judge has declared an emergency  
112 pursuant to A.C.A. §12-75-101, et seq.  
113

114 **ARTICLE 4.** If any part of this Ordinance is held invalid, such  
115 invalidity will not affect any other portion of this Ordinance.  
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117 **ARTICLE 5.** All laws and parts of law in conflict with this  
118 Ordinance are repealed.  
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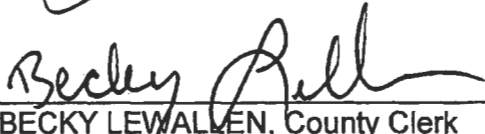
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JOSEPH K. WOOD, County Judge

12-22-2020

DATE



BECKY LEWALLEN, County Clerk

Introduced by: **JP Ann Harbison**  
Date of Passage: **December 22, 2020**  
Members Voting For: **Johnson, Cunningham, Thomas, Deakins, Ecke, Duncan,  
Leming, Harbison, Pond**  
Members Voting Against: **Yanez, Washington, E. Madison, Jenkins, Highers,  
S. Madison**  
Members Abstaining:  
Members Absent:

Quorum Court History Special Quorum Court Meeting (12-21-2020); First Reading  
Special Quorum Court Meeting (12-22-2020); Second and Third Reading