



**WASHINGTON COUNTY, ARKANSAS**  
**County Courthouse**

**MEETING OF THE**  
**WASHINGTON COUNTY QUORUM COURT**  
**FINANCE AND BUDGET COMMITTEE**

Tuesday, October 12, 2021  
6:00 PM  
Washington County Quorum Court Room

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**Sam Duncan – Vice-Chair**  
**Lance Johnson**  
**Sean Simons**

**Patrick Deakins - Chair**

**Bill Ussery**  
**Shawndra Washington**  
**Jim Wilson**

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**A G E N D A**

**1. CALL TO ORDER AND WELCOME**

**2. PRAYER AND PLEDGE**

**3. ADOPTION OF AGENDA**

At the beginning of each meeting, the agenda shall be approved. Any JP may request an item be added or removed from the agenda subject to approval of the Committee.

**REPORTS**

**4. TREASURER'S REPORT – BOBBY HILL (4.1 – 4.7)**

**5. EMPLOYEES' INSURANCE REPORT – NELSON DRIVER (5.1)**

**6. COMPTROLLER'S REPORT – SHANNON WORTHEN (6.1 – 6.2)**

**UNFINISHED BUSINESS**

- 7. AN ORDINANCE APPROPRIATING \$350,000 FROM THE CORONAVIRUS RELIEF FUND (1005) TO THE PASS THROUGH PAYMENTS LINE ITEM IN THE CORONAVIRUS RELIEF BUDGET (10050123) FOR 2021 – JP SHAWNDR WASHINGTON** This ordinance was tabled at the August Finance & Budget Committee meeting. Item 21-O-089 (7.1)

**NEW BUSINESS**

8. **CENTRAL EMS PRESENTATION**
9. **AN ORDINANCE CREATING ONE POSITION OF DEPUTY CORONER IN THE CORONER BUDGET; AND, APPROPRIATING THE AMOUNT OF \$8,744 FROM THE UNAPPROPRIATED RESERVES TO THE CORONER BUDGET FOR 2021**  
Item 21-O-113 (9.1 – 9.2)
10. **AN ORDINANCE CREATING THE CRIMINAL JUSTICE COORDINATING COMMITTEE COORDINATOR POSITION IN THE COUNTY JUDGE BUDGET FOR 2021 – JP LANCE JOHNSON** Item 21-O-118 (10.1)
11. **AN ORDINANCE EXPRESSING APPRECIATION FOR COUNTY EMPLOYEES WORKING IN THE COUNTY CLERK'S OFFICE DURING COVID; AND, APPROPRIATING \$14,798.79 FROM THE AMERICAN RESCUE PLAN ACT FUND (3046) TO VARIOUS LINE ITEMS IN COUNTY CLERK BUDGET FOR 2021**  
Item 21-O-109 (11.1)
12. **AN ORDINANCE APPROPRIATING \$35,000.00 FROM THE PROPERTY REAPPRAISAL LINE ITEM IN THE BOARD OF EQUALIZATION BUDGET (1000.0106) TO THE IMPROVEMENTS OTHER THAN BUILDINGS LINE ITEM IN THE ASSESSOR'S BUDGET (1000.0105) FOR 2021** Item 21-O-110 (12.1)
13. **AN ORDINANCE APPROPRIATING \$265,000 FROM THE AMERICAN RESCUE PLAN ACT FUND (3046) TO THE SMALL EQUIPMENT LINE ITEM IN THE ASSESSOR BUDGET (10000105.2002) FOR 2021 – JP SAM DUNCAN**  
Item 21-O-112 (13.1)
14. **AN ORDINANCE APPROPRIATING \$88,546.30 FROM UNAPPROPRIATED RESERVES IN THE GENERAL FUND (1000) TO THE TASER LINE ITEM IN THE SHERIFF BUDGET (10000400) AND JAIL BUDGET (30170418) FOR 2021**  
Item 21-O-114 (14.1)
15. **AN ORDINANCE RECOGNIZING ADDITIONAL REVENUE IN THE AMOUNT OF \$62,199.20; AND, APPROPRIATING THE TOTAL AMOUNT OF \$155,983.40 FROM BOTH THE GENERAL FUND (1000) AND JAIL FUND (3017) TO VARIOUS LINE ITEMS IN THE SHERIFF BUDGET (0400) AND JAIL BUDGET (0418) FOR 2021** Item 21-O-115 (15.1)
16. **AN ORDINANCE DE-APPROPRIATING SURPLUS AMOUNTS FROM FULL-TIME SALARIES FOR VARIOUS DEPARTMENTS AND RESTORING THOSE AMOUNTS TO UNAPPROPRIATED RESERVES, AS REQUIRED BY THE 2021 BUDGET CONTROLS, FOR THE THIRD QUARTER OF 2021** Item 21-O-116 (16.1)

17. **AN ORDINANCE RECOGNIZING AND APPROPRIATING REVENUE IN THE AMOUNT OF \$420,470.09 IN THE ROAD DEPARTMENT BUDGET FOR 2021**  
Item 21-O-117 (17.1)

18. **PUBLIC COMMENT**  
Twelve-minute comment period with a three-minute limit for each individual to comment on items on the agenda.

19. **ADJOURNMENT**

# TREASURER'S FINANCIAL SUMMARY

9/1/2021 TO 9/30/2021

ACCOUNT	BEGIN BALANCE	REVENUES	EXPENDITURES	END BALANCE
1000 GENERAL	\$12,563,433.36	\$1,561,986.21	\$2,221,735.77	\$11,903,683.80
1001 GENERAL RESERVE FUND	\$7,946,036.32	\$2,735.40	\$54.71	\$7,948,717.01
1002 EMPLOYEE INSURANCE	\$3,427,391.55	\$415,342.41	\$368,141.22	\$3,474,592.74
1005 CORONAVIRUS RELIEF FUND	\$0.00	\$0.00	\$0.00	\$0.00
1800 FLEX SPENDING	\$31,105.76	\$20,041.12	\$26,424.60	\$24,722.28
1825 ANIMAL SHELTER PROJECTS FUN	\$42,737.13	\$164.62	\$13,610.72	\$29,291.03
2000 ROAD	\$4,359,148.24	\$937,334.79	\$708,611.91	\$4,587,871.12
2003 ADD'L FUEL TAX ACT 416-2019	\$374,452.63	\$41,519.25	\$2,702.16	\$413,269.72
3000 TREASURER'S AUTOMATION	\$236,571.76	\$82.91	\$7,229.25	\$229,425.42
3001 COLLECTOR'S AUTOMATION	\$565,183.27	\$201.27	\$32,838.28	\$532,546.26
3002 CIRCUIT COURT AUTOMATION	\$148,753.24	\$2,449.43	\$19,875.78	\$131,326.89
3004 ASSESSOR'S AMENDMENT 79 FUN	\$245,556.91	\$87.86	\$466.41	\$245,178.36
3005 COUNTY CLERK'S COST	\$709,998.11	\$10,046.55	\$2,109.70	\$717,934.96
3006 RECORDER'S COST	\$1,000,000.00	\$187,195.16	\$187,195.16	\$1,000,000.00
3008 COUNTY LIBRARY	\$1,290,935.35	\$132,270.63	\$203,182.48	\$1,220,023.50
3010 COUNTY CLERK OPERATING	\$36,907.75	\$382.69	\$252.85	\$37,037.59
3012 CHILD SUPPORT COST	\$10,359.86	\$65.54	\$1.31	\$10,424.09
3014 COMMUNICATION FACILITY/EQUIP	\$247,998.49	\$21,286.18	\$6,232.28	\$263,052.39
3017 JAIL OPERATION & MAINTENANCE	\$2,627,166.43	\$1,662,199.66	\$1,255,159.89	\$3,034,206.20
3019 BOATING SAFETY	\$30,671.02	\$10.59	\$922.11	\$29,759.50
3020 EMERGENCY 9-1-1	\$274,329.28	\$23,469.35	\$36,636.43	\$261,162.20
3028 ADULT DRUG COURT	\$20,385.28	\$2,001.73	\$40.04	\$22,346.97
3031 CIRCUIT COURT JUVENILE DIVISIO	\$5,871.14	\$34.07	\$403.54	\$5,501.67
3032 JUVENILE COURT REPRESENTATI	\$3,678.12	\$261.27	\$5.23	\$3,934.16
3039 CIRCUIT CLERK COMMISSIONER F	\$1,950.79	\$271.72	\$421.05	\$1,801.46
3042 ASSESSOR'S LATE ASSESSMENT	\$27,074.40	\$895.52	\$0.00	\$27,969.92
3046 AMERICAN RESCUE PLAN ACT	\$23,242,778.06	\$8,001.26	\$73,789.44	\$23,176,989.88
3075 CSU FUND	\$77,565.46	\$26.70	\$0.53	\$77,591.63
3400 FEMA	\$0.00	\$17,910.09	\$0.00	\$17,910.09
3401 HIV CLINIC	\$190,074.69	\$2,294.35	\$9,306.90	\$183,062.14
3402 LAW LIBRARY	\$402,655.42	\$8,458.57	\$9,309.01	\$401,804.98
3404 DRUG ENFORCEMENT - STATE	\$22,522.00	\$8.39	\$0.17	\$22,530.22
3405 DRUG ENFORCEMENT - FEDERAL	\$62,075.06	\$685.07	\$15,093.69	\$47,666.44
3406 DRUG COURT PROGRAM FUND	\$209,103.28	\$315.98	\$6.32	\$209,412.94
3501 HIDTA	\$0.00	\$0.00	\$0.00	\$0.00
3503 RURAL COMMUNITY GRANT	\$11,810.45	\$0.00	\$40.04	\$11,770.41
3510 JDC GRANT FUND	\$31,102.37	\$0.00	\$0.00	\$31,102.37
3511 DEM GRANT FUND	(\$44,484.55)	\$174,883.84	\$1,042.79	\$129,356.50
3512 ENVIRONMENTAL AFFAIRS GRANT	\$0.00	\$0.00	\$0.00	\$0.00
3513 DRUG COURT GRANT FUND	\$223.52	\$11,818.85	\$24,550.47	(\$12,508.10)
3514 LAW ENFORCEMENT GRANT FUN	\$120,465.84	\$0.00	\$8,600.61	\$111,865.23
3515 ANIMAL SHELTER GRANT FUND	\$16,358.41	\$0.00	\$14,220.00	\$2,138.41
3516 ANIMAL SHELTER PROJECTS FUN	\$0.00	\$0.00	\$0.00	\$0.00
3517 JUVENILE COURT GRANT FUND	\$790.31	\$0.00	\$0.00	\$790.31
3518 AR HERITAGE PRESERVATION FU	\$0.00	\$0.00	\$0.00	\$0.00
3519 AOC JUVENILE COURT GRANT	\$7,068.29	\$0.00	\$0.00	\$7,068.29
3525 EMERGENCY RENTAL ASSISTANC	\$3,851,357.58	\$1,350.95	\$508,485.64	\$3,344,222.89
3526 RENTAL ASSISTANCE - ERA 2 GRA	\$2,268,785.16	\$781.03	\$0.00	\$2,269,566.19
3550 CRISIS STABILIZATION UNIT GRAN	\$1,416.99	\$0.49	\$0.00	\$1,417.48
3999 COURT SECURITY GRANT	\$0.00	\$0.00	\$0.00	\$0.00
4800 RADIO SYSTEM SALES TAX	\$10,872,809.00	\$3,454.40	\$15,541.31	\$10,860,722.09
<b>Subtotal</b>	<b>\$77,572,173.53</b>	<b>\$5,252,325.90</b>	<b>\$5,774,239.80</b>	<b>\$77,050,259.63</b>

ACCOUNT	BEGIN BALANCE	REVENUES	EXPENDITURES	END BALANCE
6000 TREASURER'S COMMISSION	\$1,398,322.31	\$107,568.65	\$0.00	\$1,505,890.96
6002 COLLECTOR'S UNAPPORTIONED	\$10,787,317.27	\$7,343,438.77	\$6,604,896.44	\$11,525,859.60
6003 PROPERTY TAX RELIEF	\$645,756.77	\$221.77	\$0.00	\$645,978.54
6004 DELINQUENT PERSONAL TAX	\$0.00	\$135,889.60	\$135,889.60	\$0.00
6005 DELINQUENT REAL TAXES	\$0.00	\$48,875.29	\$48,875.29	\$0.00
6006 TIMBER TAX	\$0.00	\$2,111.59	\$2,111.59	\$0.00
6008 STATE LAND SALES	\$0.00	\$30,824.76	\$30,824.76	\$0.00
6010 ADMIN JUSTICE	\$0.00	\$74,934.31	\$74,934.31	\$0.00
6011 INTEREST	\$0.00	\$31,312.80	\$31,312.80	\$0.00
6013 COMMON SCHOOL	\$6,820.19	\$690.60	\$0.00	\$7,510.79
6016 COUNTY FIRE PROTECTION PREM	\$0.00	\$0.00	\$0.00	\$0.00
6017 COUNTY SHERIFF'S OFFICE FUND	\$403.97	\$417.47	\$412.32	\$409.12
6406 BOSTON MOUNTAIN SOLID WAST	\$811.28	\$0.28	\$0.01	\$811.55
6425 HAZMAT	\$0.00	\$0.00	\$0.00	\$0.00
6475 ESCHEATED ESTATES	\$2,149.14	\$0.00	\$0.00	\$2,149.14
6498 PAYROLL	\$0.00	\$1,460,115.98	\$1,460,115.98	\$0.00
6499 PAYROLL CLEARING	\$0.00	\$1,019,058.54	\$1,019,058.54	\$0.00
6550 MORROW FIRE DUES	\$0.00	\$562.54	\$562.54	\$0.00
6551 WHEELER FIRE DUES	\$0.00	\$1,368.07	\$1,368.07	\$0.00
6552 ROUND MOUNTAIN FIRE DUES	\$0.00	\$2,214.08	\$2,214.08	\$0.00
6553 NOB HILL FIRE DUES	\$0.00	\$3,096.18	\$3,096.18	\$0.00
6554 GOSHEN FIRE DUES	\$0.00	\$4,212.27	\$4,212.27	\$0.00
6555 PGROVE/FARM FIRE DUES	\$0.00	\$4,725.19	\$4,725.19	\$0.00
6556 LINCOLN FIRE DUES	\$0.00	\$2,291.51	\$2,291.51	\$0.00
6557 WEDINGTON FIRE DUES	\$0.00	\$2,515.59	\$2,515.59	\$0.00
6558 STRICKLER FIRE DUES	\$0.00	\$675.01	\$675.01	\$0.00
6559 WHITEHOUSE FIRE DUES	\$0.00	\$648.04	\$648.04	\$0.00
6560 WEST FORK FIRE DUES	\$0.00	\$2,970.15	\$2,970.15	\$0.00
6601 CITY OF FAYETTEVILLE	\$0.00	\$183,111.14	\$183,111.14	\$0.00
6602 CITY OF SPRINGDALE	\$0.00	\$232,433.78	\$232,433.78	\$0.00
6603 CITY OF PRAIRIE GROVE	\$0.00	\$18,944.05	\$18,944.05	\$0.00
6604 CITY OF WEST FORK	\$0.00	\$3,419.29	\$3,419.29	\$0.00
6605 CITY OF LINCOLN	\$0.00	\$2,642.71	\$2,642.71	\$0.00
6606 CITY OF WINSLOW	\$0.00	\$499.71	\$499.71	\$0.00
6607 CITY OF TONTITOWN	\$0.00	\$15,942.97	\$15,942.97	\$0.00
6608 CITY OF FARMINGTON	\$0.00	\$18,334.47	\$18,334.47	\$0.00
6609 CITY OF GREENLAND	\$0.00	\$1,095.38	\$1,095.38	\$0.00
6610 CITY OF ELKINS	\$0.00	\$5,498.80	\$5,498.80	\$0.00
6611 CITY OF ELM SPRINGS	\$0.00	\$7,812.68	\$7,812.68	\$0.00
6612 CITY OF JOHNSON	\$0.00	\$24,023.07	\$24,023.07	\$0.00
6613 CITY OF GOSHEN	\$0.00	\$4,034.75	\$4,034.75	\$0.00
6614 FAYETTEVILLE LIBRARY	\$0.00	\$184,478.75	\$184,478.75	\$0.00
6701 FAYETTEVILLE SCHOOL DISTRICT	\$0.00	\$2,406,116.67	\$2,406,116.67	\$0.00
6706 FARMINGTON SCHOOL DISTRICT	\$0.00	\$266,724.96	\$266,724.96	\$0.00
6710 ELKINS SCHOOL DISTRICT	\$0.00	\$90,413.73	\$90,413.73	\$0.00
6714 WEST FORK SCHOOL DISTRICT	\$0.00	\$75,479.95	\$75,479.95	\$0.00
6721 SILOAM SPRINGS SCHOOL DISTRI	\$0.00	\$18,899.44	\$18,899.44	\$0.00
6723 PRAIRIE GROVE SCHOOL DISTRICT	\$0.00	\$254,140.39	\$254,140.39	\$0.00
6748 LINCOLN SCHOOL DISTRICT	\$0.00	\$94,846.27	\$94,846.27	\$0.00
6750 SPRINGDALE SCHOOL DISTRICT	\$0.00	\$2,033,513.02	\$2,033,513.02	\$0.00
6795 GREENLAND SCHOOL DISTRICT	\$0.00	\$85,700.66	\$85,700.66	\$0.00
6801 RUPPLE IMPROVEMENT DISTRICT	\$0.00	\$2,170.86	\$2,170.86	\$0.00
6803 HOMESTEAD IMP DISTRICT	\$0.00	\$335.93	\$335.93	\$0.00
6805 BEL CLAIRE IMP DISTRICT	\$0.00	\$2,242.03	\$2,242.03	\$0.00
6840 FAYETTEVILLE TIF DISTRICT	\$0.00	\$36,240.53	\$36,240.53	\$0.00

ACCOUNT	BEGIN BALANCE	REVENUES	EXPENDITURES	END BALANCE
<b>SubTotal</b>	\$12,841,580.93	\$16,349,835.03	\$15,502,806.26	\$13,688,609.70
<b>GrandTotal</b>	\$90,413,754.46	\$21,602,160.93	\$21,277,046.06	\$90,738,869.33

# REVENUE/EXPENDITURE COMPARISONS

## REVENUE (January-September)

	2019	2020	2021
1000 General	\$20,750,137.26	\$21,911,167.94	\$25,208,166.82
2000 Road	\$8,823,859.91	\$8,917,460.19	\$9,185,555.28
3017 Jail	\$12,317,255.76	\$12,734,454.93	\$14,622,395.97

## EXPENSES (January-September)

	2019	2020	2021
1000 General	\$23,618,003.92	\$23,118,130.72	\$23,390,278.28
2000 Road	\$10,610,510.66	\$9,343,969.50	\$7,331,265.97
3017 Jail	\$12,641,364.37	\$13,099,144.07	\$12,543,787.85

*Bobby Hill*  
*Washington County Treasurer*  
*9/30/2021*

## County General Fund - Property Taxes Received

	2017	2018	2019	2020	2021
April	213,042.43	257,528.98	237,357.58	306,004.69	281,977.23
May	1,689,435.98	4,387,432.01	4,988,406.17	4,256,833.76	4,991,858.41
June	2,729,888.39	305,860.38	496,908.43	183,710.42	1,161,239.71
July	320,352.94	372,554.55	397,472.91	961,015.55	813,386.64
August	265,030.14	235,060.60	308,655.27	712,276.95	447,673.17
September	472,501.17	448,758.91	362,273.71	482,962.50	510,146.58
October	1,238,530.23	1,114,490.63	1,532,247.00	1,496,773.22	
November	4,128,876.97	4,298,177.47	5,103,775.85	5,358,656.67	
December	994,391.61	995,214.26	1,202,637.25	1,041,605.15	
	12,052,049.86	12,415,077.79	14,629,734.17	14,799,838.91	8,206,281.74
Projection	11,825,000.00	12,000,000.00	14,200,000.00	14,575,000.00	15,850,000.00
Millage Rate	3.9	3.9	4.4	4.4	4.4

Bobby Hill, Washington County Treasurer  
9/30/2021



## ONE-CENT SALES TAX - WASHINGTON COUNTY SHARE

MONTH	2016	2017	2018	2019	2020	2021	Current Month Over/Under Last Year	Current Month % Over/Under Last Year
JANUARY	\$ 550,868.35	\$ 591,049.87	\$ 594,311.53	\$ 639,560.50	\$ 685,952.12	\$ 740,391.15	54,439.03	7.94%
FEBRUARY	\$ 634,522.78	\$ 657,693.76	\$ 699,585.37	\$ 707,337.68	\$ 764,489.01	\$ 825,759.39	61,270.38	8.01%
MARCH	\$ 497,355.57	\$ 563,796.75	\$ 571,126.42	\$ 598,031.36	\$ 627,295.40	\$ 726,766.81	99,471.41	15.86%
APRIL	\$ 575,480.83	\$ 560,307.27	\$ 573,905.69	\$ 575,776.77	\$ 647,641.27	\$ 646,690.10	(951.17)	-0.15%
MAY	\$ 560,163.04	\$ 620,561.37	\$ 668,308.40	\$ 663,490.58	\$ 693,565.06	\$ 912,790.56	219,225.50	31.61%
JUNE	\$ 542,093.69	\$ 582,114.57	\$ 634,192.23	\$ 660,364.09	\$ 655,718.92	\$ 833,980.13	178,261.21	27.19%
JULY	\$ 594,061.54	\$ 645,929.51	\$ 671,785.93	\$ 676,470.05	\$ 705,048.88	\$ 831,610.96	126,562.08	17.95%
AUGUST	\$ 573,182.38	\$ 628,097.95	\$ 674,315.22	\$ 669,032.23	\$ 759,750.52	\$ 818,088.75	58,338.23	7.68%
SEPTEMBER	\$ 610,951.54	\$ 618,556.85	\$ 650,522.82	\$ 681,018.91	\$ 754,190.32	\$ 853,399.82	99,209.50	13.15%
OCTOBER	\$ 600,200.52	\$ 628,727.96	\$ 666,705.32	\$ 708,672.81	\$ 774,840.34			
NOVEMBER	\$ 581,096.92	\$ 622,960.44	\$ 651,848.88	\$ 689,745.13	\$ 761,836.91			
DECEMBER	\$ 590,796.20	\$ 605,076.44	\$ 641,516.71	\$ 671,569.35	\$ 745,176.21			
<b>TOTAL</b>	<b>\$ 6,910,773.36</b>	<b>\$ 7,324,872.74</b>	<b>\$ 7,698,124.52</b>	<b>\$ 7,941,069.46</b>	<b>\$ 8,575,504.96</b>	<b>\$ 7,189,477.67</b>	<b>\$ 895,826.17</b>	<b>14.23%</b>
Projection	\$6,607,000.00	\$6,982,590.00	\$7,500,000.00	\$7,777,500.00	\$8,145,000.00	\$7,363,000.00		
% Increase (Decrease) Over Prior Year	4.78%	5.99%	5.10%	3.16%	7.99%			

Bobby Hill - Washington County Treasurer

## QUARTER-CENT SALES TAX - WASHINGTON COUNTY JAIL

MONTH	2016	2017	2018	2019	2020	2021	Current Month Over/Under Last Year	Current Month % Over/Under Last Year
JANUARY	\$ 748,742.18	\$ 803,357.04	\$ 807,790.30	\$ 869,292.85	\$ 932,348.51	\$ 1,006,342.22	\$ 73,993.71	7.94%
FEBRUARY	\$ 862,445.56	\$ 893,939.65	\$ 950,878.87	\$ 961,415.84	\$ 1,039,096.12	\$ 1,122,375.04	\$ 83,278.92	8.01%
MARCH	\$ 676,007.43	\$ 766,314.50	\$ 776,277.01	\$ 812,846.30	\$ 852,622.09	\$ 987,823.98	\$ 135,201.89	15.86%
APRIL	\$ 782,195.55	\$ 761,571.59	\$ 780,054.62	\$ 782,597.79	\$ 880,276.27	\$ 878,983.44	\$ (1,292.83)	-0.15%
MAY	\$ 761,375.56	\$ 843,469.17	\$ 908,367.10	\$ 901,818.71	\$ 942,696.04	\$ 1,240,668.24	\$ 297,972.20	31.61%
JUNE	\$ 736,815.63	\$ 791,212.15	\$ 861,996.28	\$ 897,569.16	\$ 891,255.45	\$ 1,133,548.69	\$ 242,293.24	27.19%
JULY	\$ 807,450.51	\$ 877,949.63	\$ 913,093.78	\$ 919,460.45	\$ 958,304.89	\$ 1,130,328.51	\$ 172,023.62	17.95%
AUGUST	\$ 779,071.48	\$ 853,712.92	\$ 916,531.60	\$ 909,350.93	\$ 1,032,655.55	\$ 1,111,949.08	\$ 79,293.53	7.68%
SEPTEMBER	\$ 830,407.46	\$ 840,744.62	\$ 884,192.89	\$ 925,643.27	\$ 1,025,098.11	\$ 1,159,944.01	\$ 134,845.90	13.15%
OCTOBER	\$ 815,794.64	\$ 854,569.22	\$ 906,188.19	\$ 963,230.55	\$ 1,053,165.69			
NOVEMBER	\$ 789,828.96	\$ 846,730.01	\$ 885,995.26	\$ 937,503.99	\$ 1,035,491.38			
DECEMBER	\$ 803,012.25	\$ 822,422.00	\$ 871,951.74	\$ 912,799.40	\$ 1,012,846.10			
<b>TOTAL</b>	<b>\$ 9,393,147.21</b>	<b>\$ 9,955,992.50</b>	<b>\$ 10,463,317.64</b>	<b>\$ 10,793,529.24</b>	<b>\$ 11,655,856.20</b>	<b>\$ 9,771,963.21</b>	<b>\$ 1,217,610.18</b>	<b>14.23%</b>
Projection	\$ 8,870,000.00	\$ 9,515,000.00	\$ 10,100,000.00	\$ 10,475,000.00	\$ 11,075,000.00	\$ 11,400,000.00		
% Increase (Decrease) Over Prior Year	4.81%	5.99%	5.10%	3.16%	7.99%			

Bobby Hill - Washington County Treasurer

## LOCAL DISTRIBUTION - SALES TAX - 1.25% - WASHINGTON COUNTY

		2021 September (July)	Compared to 2020
CODE	Total Distribution	5,978,272.75	
4529	Other General Merchandise Stores	945,650.64	11.35%
4441	Building Material/Supply Stores	396,194.99	-0.77%
4511	Sporting Goods/Hobby/Musical Instrument	94,968.55	12.64%
4451	Grocery Stores	269,986.37	13.49%
4541	E-Shopping and Mail-Order Houses	286,408.46	4.00%
7221	Full-Service Restaurants	277,932.62	12.28%
7225	Restaurants and other eating places	192,007.47	44.84%
4431	Electronics and Appliance Stores	253,925.13	76.41%
7224	Drinking Places (Alcohol)	12,152.00	67.51%
4453	Liquor, Beer, Wine Stores	68,769.26	13.13%
4481	Clothing Stores	97,852.50	55.48%
4539	Other Misc Store Retailers	120,137.91	-30.30%

		2020 September (July)
CODE	Total Distribution	5,262,100.96
4529	Other General Merchandise Stores	849,264.08
4441	Building Material/Supply Stores	399,288.42
4511	Sporting Goods/Hobby/Musical Instrument	84,313.55
4451	Grocery Stores	237,885.58
4541	E-Shopping and Mail-Order Houses	275,394.29
7221	Full-Service Restaurants	247,532.10
7225	Restaurants and other eating places	132,567.72
4431	Electronics and Appliance Stores	143,937.68
7224	Drinking Places (Alcohol)	7,254.36
4453	Liquor, Beer, Wine Stores	60,790.26
4481	Clothing Stores	62,934.38
4539	Other Misc Store Retailers	172,366.61

DATA DOES NOT INCLUDE THE 1/4-CENT RADIO SALES TAX

*Bobby Hill, Washington County Treasurer*  
9/30/2021

## HALF-CENT STATE SALES TAX - WASHINGTON COUNTY ROAD

MONTH	2016	2017	2018	2019	2020	2021	Current Month Over/Under Last Year	Current Month % Over/Under Last Year
JANUARY	\$ 112,485.66	\$ 127,662.71	\$ 142,638.93	\$ 146,170.98	\$ 152,597.85	\$ 151,039.58	\$ (1,558.27)	-1.02%
FEBRUARY	\$ 120,265.33	\$ 129,891.45	\$ 134,231.52	\$ 141,207.60	\$ 152,702.47	\$ 156,115.30	\$ 3,412.83	2.24%
MARCH	\$ 109,104.83	\$ 116,372.71	\$ 124,818.42	\$ 130,525.29	\$ 132,709.32	\$ 143,666.58	\$ 10,957.26	7.18%
APRIL	\$ 119,761.46	\$ 126,957.07	\$ 132,348.65	\$ 140,763.67	\$ 143,056.26	\$ 153,417.24	\$ 10,360.98	6.79%
MAY	\$ 115,795.59	\$ 125,526.35	\$ 137,039.28	\$ 140,049.92	\$ 131,854.19	\$ 194,774.69	\$ 62,920.50	41.23%
JUNE	\$ 112,127.03	\$ 126,077.85	\$ 132,487.65	\$ 147,664.96	\$ 136,776.01	\$ 180,328.12	\$ 43,552.11	28.54%
JULY	\$ 119,908.88	\$ 132,195.23	\$ 140,320.10	\$ 145,675.38	\$ 148,858.40	\$ 168,634.52	\$ 19,776.12	12.96%
AUGUST	\$ 122,694.55	\$ 125,513.27	\$ 137,912.38	\$ 142,035.25	\$ 154,627.82	\$ 170,136.70	\$ 15,508.88	10.16%
SEPTEMBER	\$ 126,633.11	\$ 130,620.12	\$ 141,449.96	\$ 154,548.75	\$ 154,121.40	\$ 170,753.21	\$ 16,631.81	10.90%
OCTOBER	\$ 124,904.14	\$ 131,557.47	\$ 140,556.69	\$ 145,790.44	\$ 152,525.45			
NOVEMBER	\$ 123,750.85	\$ 125,454.20	\$ 134,449.34	\$ 146,731.61	\$ 156,599.73			
DECEMBER	\$ 117,672.65	\$ 122,782.89	\$ 138,605.24	\$ 145,818.02	\$ 144,054.46			
<b>TOTAL</b>	<b>\$ 1,425,104.08</b>	<b>\$ 1,520,611.32</b>	<b>\$ 1,636,858.16</b>	<b>\$ 1,726,981.87</b>	<b>\$ 1,760,483.36</b>	<b>\$ 1,488,865.94</b>	<b>\$ 181,562.22</b>	<b>13.89%</b>
Projection	\$ 1,300,000.00	\$ 1,420,000.00	\$ 1,480,000.00	\$ 1,650,000.00	\$ 1,770,000.00	\$ 1,750,000.00		
% Increase/Decrease Over Prior Year	4.32%	6.70%	7.64%	5.51%	1.94%			

Bobby Hill - Washington County Treasurer

**1002 Employee Insurance**  
**September-21**

Begining Balance: \$3,427,391.55						
	Income			Expense		
	Current	Previous Month	YTD	Current	Previous Month	YTD
AR Blue Cross	\$ -	\$ -	\$ 122,805.09	\$ -	\$ -	\$ -
Employee Reimbursement	\$ 273.00	\$ 206.46	\$ 789.15	\$ -	\$ -	\$ -
Excess Commission Distribution - Treasurer	\$ -	\$ -	\$ 5,173.38	\$ -	\$ -	\$ -
Insurance - Retiree Payments	\$11,778.69	\$11,778.69	\$ 104,561.87	\$ -	\$ -	\$ 723.17
Insurance Premiums from Employees	\$86,329.52	\$85,594.67	\$ 846,903.98	\$ -	\$ -	\$ -
Insurance Contribution from County	\$ 308,026.00	\$ 308,026.00	\$ 3,080,260.00	\$ -	\$ -	\$ -
Life Insurance Premiums from Employees*	\$20,030.49	\$20,097.80	\$ 195,034.99	\$20,030.49	\$20,097.80	\$ 195,034.99
Life Insurance Contribution from County	\$ 7,238.00	\$ 7,238.00	\$ 72,380.00	\$ -	\$ -	\$ -
Interest	\$ 1,145.61	\$ 1,086.12	\$ 14,205.70	\$ -	\$ -	\$ -
Benefitfocus	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,519.82
ACA-Centers for Medicare/Medicaid	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,838.22
Blue Adminstrative Expenses	\$ -	\$ -	\$ -	\$ 17,124.75	\$ 17,311.25	\$ 164,221.60
Conexis	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
First Care North Mana Clinic	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Group Service Underwriters	\$ -	\$ -	\$ -	\$ 33,864.90	\$ 34,419.90	\$ 350,257.84
IMWELL (PREMISE) Health	\$ -	\$ -	\$ -	\$ 20,772.68	\$ 16,353.43	\$ 139,292.39
KARAS Family Walkin Clinic	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,062.57
Mutual Of Omaha Policy Holder Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MCMAT Background Screnning LLC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ozark Guidance Center	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,176.25
Reliastar Life Insurance Company	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Standard Insurance Company	\$ -	\$ -	\$ -	\$ 2,889.04	\$ 2,901.29	\$ 29,674.11
TC	\$ -	\$ -	\$ -	\$ 22.91	\$ 21.72	\$ 2,761.94
Transfer by Court Order	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
UAMS Family Medical Center	\$ -	\$ -	\$ -	\$ -	\$ 760.00	\$ 13,560.01
UAMS Outpatient Therapy Clinic	\$ -	\$ -	\$ -	\$ 991.95	\$ -	\$ 1,456.90
United States Treasury	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Usable Mutual Insurance	\$ -	\$ -	\$ 628.50	\$ 292,069.99	\$ 356,771.49	\$ 3,101,299.93
Wageworks Inc.	\$ 551.59	\$ -	\$ 1,654.77	\$ 405.00	\$ 405.00	\$ 4,655.50
Wash Co FOP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total:</b>	<b>\$ 435,372.90</b>	<b>\$ 434,027.74</b>	<b>\$ 4,444,397.43</b>	<b>\$ 388,171.71</b>	<b>\$ 449,041.88</b>	<b>\$ 4,019,535.24</b>
Ending Balance: \$3,474,592.74						

\*goes into 1800 Flex Spending

## Washington County, AR

### GL8018 Summary Statement of Operations - Expenses by Fund and Department

September 30, 2021

Fund	Dept		Budget	Current Actual	YTD Actual	Encumbrance	Balance	% Used w/Encum	% Used Actual Only
<b>General Fund</b>									
1000	0100	County Judge	405,738	23,094	259,902	5,642	140,194	65.4%	64.1%
1000	0101	County Clerk	567,897	43,228	415,001	7,632	145,264	74.4%	73.1%
1000	0102	Circuit Clerk	556,090	37,494	330,401	15,144	210,545	62.1%	59.4%
1000	0103	Treasurer	228,925	16,908	168,671	1,908	58,346	74.5%	73.7%
1000	0104	Tax Collector	1,107,948	81,857	785,499	18,126	304,323	72.5%	70.9%
1000	0105	Assessor	2,391,573	190,615	1,689,737	57,012	644,825	73.0%	70.7%
1000	0106	Board of Equalization	1,723,401	115,464	1,063,888	436,119	223,394	87.0%	61.7%
1000	0107	Quorum Court	190,207	15,050	110,537	4,055	75,615	60.2%	58.1%
1000	0108	Buildings and Grounds	2,702,496	167,897	1,929,777	247,251	525,469	80.6%	71.4%
1000	0109	Elections	357,258	17,458	233,932	7,766	115,560	67.7%	65.5%
1000	0110	County Planning	328,919	20,280	232,727	5,309	90,883	72.4%	70.8%
1000	0113	Financial Management	385,964	32,210	288,913	6,215	90,836	76.5%	74.9%
1000	0115	Computer/IS Department	1,466,363	76,496	852,610	120,331	493,422	66.4%	58.1%
1000	0118	General Services	201,178	5,877	148,934	2,672	49,572	75.4%	74.0%
1000	0119	Archiving/Records Management	3,459	256	2,510	650	298	91.4%	72.6%
1000	0120	Grants Administrator	154,163	10,383	105,333	2,840	45,990	70.2%	68.3%
1000	0121	Human Resources	325,921	19,670	219,944	16,065	89,911	72.4%	67.5%
1000	0122	County Attorney	345,219	24,466	226,591	63,266	55,362	84.0%	65.6%
1000	0300	County Health	17,169	451	12,220	453	4,496	73.8%	71.2%
1000	0301	Ambulance Service	921,174	68,749	618,739	302,435	0	100.0%	67.2%
1000	0308	Animal Shelter	765,506	94,536	507,009	15,453	243,045	68.3%	66.2%
1000	0400	Sheriff	9,741,065	678,378	6,658,795	301,642	2,780,628	71.5%	68.4%
1000	0401	Circuit Court I	36,862	823	9,779	838	26,245	28.8%	26.5%
1000	0402	Circuit Court II	67,731	824	12,060	1,532	54,138	20.1%	17.8%
1000	0403	Circuit Court III	1,316,185	96,356	914,332	33,297	368,556	72.0%	69.5%
1000	0404	Circuit Court IV	118,755	4,226	66,772	1,980	50,002	57.9%	56.2%
1000	0405	Circuit Court V	28,483	417	15,672	2,527	10,285	63.9%	55.0%
1000	0406	Circuit Court VI	356,022	8,205	282,136	2,901	70,985	80.1%	79.2%
1000	0407	Circuit Court VII	43,713	1,090	12,609	776	30,327	30.6%	28.8%
1000	0408	Circuit Court VIII	41,525	1,503	8,764	1,080	31,681	23.7%	21.1%

Fund	Dept		Budget	Current Actual	YTD Actual	Encumbrance	Balance	% Used w/Encum	% Used Actual Only
1000	0409	District Court Fayetteville	49,200	0	20,942	28,258	0	100.0%	42.6%
1000	0410	District Court Springdale	39,137	0	19,473	19,664	0	100.0%	49.8%
1000	0411	District Court Prairie Grove	25,872	0	13,091	12,781	0	100.0%	50.6%
1000	0412	District Court West Fork	25,000	4,216	13,392	11,608	0	100.0%	53.6%
1000	0413	District Court Elkins	42,468	0	21,092	21,376	0	100.0%	49.7%
1000	0414	DISTRICT COURT JUDGES	46,161	0	46,160	0	1	100.0%	100.0%
1000	0416	Prosecuting Attorney	1,553,383	115,216	1,091,085	30,882	431,415	72.2%	70.2%
1000	0417	Public Defender	768,286	61,556	544,437	12,171	211,678	72.4%	70.9%
1000	0419	Coroner	501,192	30,746	316,809	20,551	163,832	67.3%	63.2%
1000	0420	Constables	51	0	34	0	17	66.3%	66.3%
1000	0428	Sheriff-Work Release	19,170	2,949	9,863	4,733	4,574	76.1%	51.4%
1000	0440	COURT REPORORTING SRVCS	27,300	2,275	20,475	6,825	0	100.0%	75.0%
1000	0444	Juvenile Detention	1,515,648	67,797	900,527	60,024	555,097	63.4%	59.4%
1000	0500	Dept of Emergency Management	333,141	25,731	222,610	9,034	101,497	69.5%	66.8%
1000	0502	Fire Departments	850,471	0	637,976	247,204	(34,710)	104.1%	75.0%
1000	0505	County Judge-Emergency Budget	75,000	0	0	0	75,000	0.0%	0.0%
1000	0702	Environmental Affairs	334,724	15,301	147,404	124,731	62,589	81.3%	44.0%
1000	0800	Veterans Service	187,503	14,214	125,841	4,077	57,584	69.3%	67.1%
1000	0801	Extension Office	222,614	0	111,164	111,000	450	99.8%	49.9%
1000	8888	General-Transfer Out	950,000	0	38,806	0	911,194	4.1%	4.1%
<b>General Fund</b>			<b>34,463,229</b>	<b>2,194,260</b>	<b>22,484,977</b>	<b>2,407,836</b>	<b>9,570,416</b>	<b>72.2%</b>	<b>65.2%</b>
<b>Employee Insurance Fund</b>									
1002	0125	Employee Insurance	5,304,200	368,118	3,577,312	799,528	927,360	82.5%	67.4%
<b>Employee Insurance Fund</b>			<b>5,304,200</b>	<b>368,118</b>	<b>3,577,312</b>	<b>799,528</b>	<b>927,360</b>	<b>82.5%</b>	<b>67.4%</b>
<b>Flexible Spending Fund</b>									
1800	0126	Flexible Spending	270,155	26,424	216,164	81,676	(27,685)	110.2%	80.0%
<b>Flexible Spending Fund</b>			<b>270,155</b>	<b>26,424</b>	<b>216,164</b>	<b>81,676</b>	<b>(27,685)</b>	<b>110.2%</b>	<b>80.0%</b>
<b>Animal Shelter Projects Fund</b>									
1825	0529	Animal Shelter Projects Fund	50,381	13,610	22,500	0	27,881	44.7%	44.7%
<b>Animal Shelter Projects Fund</b>			<b>50,381</b>	<b>13,610</b>	<b>22,500</b>	<b>0</b>	<b>27,881</b>	<b>44.7%</b>	<b>44.7%</b>
<b>Road Fund</b>									
2000	0200	County Road	8,741,176	635,173	6,023,573	219,477	2,498,126	71.4%	68.9%
2000	0201	Road 1/2 Cent Sales Tax	1,725,000	56,135	876,343	9,881	838,776	51.4%	50.8%
2000	8888	Road Transfer Out	80,000	0	80,412	0	(412)	100.5%	100.5%
<b>Road Fund</b>			<b>10,546,176</b>	<b>691,308</b>	<b>6,980,328</b>	<b>229,358</b>	<b>3,336,490</b>	<b>68.4%</b>	<b>66.2%</b>
<b>Add Fuel Tax Act 416-2019</b>									

Fund	Dept		Budget	Current Actual	YTD Actual	Encumbrance	Balance	% Used w/Encum	% Used Actual Only
2003	0220	Add'l Fuel Tax Act 416-2019	414,702	1,872	1,872	2,475	410,355	1.0%	0.5%
<b>Add Fuel Tax Act 416-2019</b>			<b>414,702</b>	<b>1,872</b>	<b>1,872</b>	<b>2,475</b>	<b>410,355</b>	<b>1.0%</b>	<b>0.5%</b>
<b>Treasurer's Automation Fund</b>									
3000	0103	Treasurer's Automation	116,341	7,229	77,471	2,079	36,791	68.4%	66.6%
<b>Treasurer's Automation Fund</b>			<b>116,341</b>	<b>7,229</b>	<b>77,471</b>	<b>2,079</b>	<b>36,791</b>	<b>68.4%</b>	<b>66.6%</b>
<b>Collector's Automation Fund</b>									
3001	0104	Collector's Automation	566,085	32,838	285,862	28,023	252,201	55.4%	50.5%
<b>Collector's Automation Fund</b>			<b>566,085</b>	<b>32,838</b>	<b>285,862</b>	<b>28,023</b>	<b>252,201</b>	<b>55.4%</b>	<b>50.5%</b>
<b>Circuit Court Automation Fund</b>									
3002	0437	Circuit Court Automation	23,085	19,827	23,195	2,484	(2,595)	111.2%	100.5%
<b>Circuit Court Automation Fund</b>			<b>23,085</b>	<b>19,827</b>	<b>23,195</b>	<b>2,484</b>	<b>(2,595)</b>	<b>111.2%</b>	<b>100.5%</b>
<b>Assessor's Amendment 79 Fund</b>									
3004	0105	Assessor's Amendment 79	39,700	466	11,333	2,095	26,272	33.8%	28.5%
<b>Assessor's Amendment 79 Fund</b>			<b>39,700</b>	<b>466</b>	<b>11,333</b>	<b>2,095</b>	<b>26,272</b>	<b>33.8%</b>	<b>28.5%</b>
<b>County Clerk's Cost Fund</b>									
3005	0101	County Clerk's Cost	132,350	1,909	46,611	1,306	84,433	36.2%	35.2%
<b>County Clerk's Cost Fund</b>			<b>132,350</b>	<b>1,909</b>	<b>46,611</b>	<b>1,306</b>	<b>84,433</b>	<b>36.2%</b>	<b>35.2%</b>
<b>Recorder's Cost Fund</b>									
3006	0128	Recorder's Cost	1,252,666	63,162	710,795	56,219	485,651	61.2%	56.7%
3006	8888	Recorder's Costs Transfers Out	800,000	120,290	853,768	0	(53,768)	106.7%	106.7%
<b>Recorder's Cost Fund</b>			<b>2,052,666</b>	<b>183,451</b>	<b>1,564,563</b>	<b>56,219</b>	<b>431,884</b>	<b>79.0%</b>	<b>76.2%</b>
<b>County Library Fund</b>									
3008	0600	County Library	2,592,160	199,868	1,943,880	255,205	393,076	84.8%	75.0%
3008	0610	Co Lib-Greenland Branch	18,742	938	8,220	200	10,322	44.9%	43.9%
3008	0611	Co Lib-Winslow Branch	14,523	887	7,754	24	6,745	53.6%	53.4%
<b>County Library Fund</b>			<b>2,625,425</b>	<b>201,693</b>	<b>1,959,855</b>	<b>255,428</b>	<b>410,143</b>	<b>84.4%</b>	<b>74.6%</b>
<b>County Clerk Operating Fund</b>									
3010	0101	County Clerk Operating	15,000	245	1,031	0	13,969	6.9%	6.9%
<b>County Clerk Operating Fund</b>			<b>15,000</b>	<b>245</b>	<b>1,031</b>	<b>0</b>	<b>13,969</b>	<b>6.9%</b>	<b>6.9%</b>
<b>Child Support Cost Fund</b>									
3012	8888	Child Support-Transfer Out	13,000	0	10,483	0	2,517	80.6%	80.6%
<b>Child Support Cost Fund</b>			<b>13,000</b>	<b>0</b>	<b>10,483</b>	<b>0</b>	<b>2,517</b>	<b>80.6%</b>	<b>80.6%</b>
<b>Communication Facility/Equip</b>									
3014	0400	Communicatons - Sheriff	379,400	5,807	209,137	99,184	71,079	81.3%	55.1%
<b>Communication Facility/Equip</b>			<b>379,400</b>	<b>5,807</b>	<b>209,137</b>	<b>99,184</b>	<b>71,079</b>	<b>81.3%</b>	<b>55.1%</b>
<b>Jail Operations &amp; Maintenance</b>									



Fund	Dept		Budget	Current Actual	YTD Actual	Encumbrance	Balance	% Used w/Encum	% Used Actual Only
3017	0127	Jail-Maintenance	1,371,672	84,258	783,970	314,028	273,674	80.0%	57.2%
3017	0418	Jail Operations	16,499,619	1,144,363	11,208,074	889,698	4,401,848	73.3%	67.9%
<b>Jail Operations &amp; Maintenance</b>			<b>17,871,291</b>	<b>1,228,621</b>	<b>11,992,043</b>	<b>1,203,726</b>	<b>4,675,522</b>	<b>73.8%</b>	<b>67.1%</b>
<b>Boating Safety Fund</b>									
3019	0400	Boating Safety	11,900	922	4,623	29	7,249	39.1%	38.8%
<b>Boating Safety Fund</b>			<b>11,900</b>	<b>922</b>	<b>4,623</b>	<b>29</b>	<b>7,249</b>	<b>39.1%</b>	<b>38.8%</b>
<b>Emergency 911 Fund</b>									
3020	0501	Emergency 911	808,954	36,167	372,545	123,618	312,791	61.3%	46.1%
<b>Emergency 911 Fund</b>			<b>808,954</b>	<b>36,167</b>	<b>372,545</b>	<b>123,618</b>	<b>312,791</b>	<b>61.3%</b>	<b>46.1%</b>
<b>Adult Drug Court Fund</b>									
3028	8888	Drug Court Program Trans Out	36,216	0	29,004	0	7,212	80.1%	80.1%
<b>Adult Drug Court Fund</b>			<b>36,216</b>	<b>0</b>	<b>29,004</b>	<b>0</b>	<b>7,212</b>	<b>80.1%</b>	<b>80.1%</b>
<b>Circuit Court Juv Div Fund</b>									
3031	0446	Circuit Court Juvenile Div	6,500	403	3,620	0	2,880	55.7%	55.7%
<b>Circuit Court Juv Div Fund</b>			<b>6,500</b>	<b>403</b>	<b>3,620</b>	<b>0</b>	<b>2,880</b>	<b>55.7%</b>	<b>55.7%</b>
<b>Circuit Clerk Commissioner Fee</b>									
3039	0129	Circuit Clerk Commissioner Fee	10,000	416	8,126	0	1,874	81.3%	81.3%
<b>Circuit Clerk Commissioner Fee</b>			<b>10,000</b>	<b>416</b>	<b>8,126</b>	<b>0</b>	<b>1,874</b>	<b>81.3%</b>	<b>81.3%</b>
<b>American Rescue Plan Fund</b>									
3046	0568	American Rescue Plan Fund	760,000	73,789	73,789	0	686,211	9.7%	9.7%
<b>American Rescue Plan Fund</b>			<b>760,000</b>	<b>73,789</b>	<b>73,789</b>	<b>0</b>	<b>686,211</b>	<b>9.7%</b>	<b>9.7%</b>
<b>HIV Clinic Fund</b>									
3401	0305	HIV Clinic	183,359	9,306	118,038	30,284	35,037	80.9%	64.4%
<b>HIV Clinic Fund</b>			<b>183,359</b>	<b>9,306</b>	<b>118,038</b>	<b>30,284</b>	<b>35,037</b>	<b>80.9%</b>	<b>64.4%</b>
<b>Law Library Fund</b>									
3402	0422	Law Library	113,301	9,162	68,794	28,777	15,730	86.1%	60.7%
<b>Law Library Fund</b>			<b>113,301</b>	<b>9,162</b>	<b>68,794</b>	<b>28,777</b>	<b>15,730</b>	<b>86.1%</b>	<b>60.7%</b>
<b>Drug Enforcement - State Fund</b>									
3404	0400	Drug Enforcement-State	21,300	0	4,405	1,175	15,720	26.2%	20.7%
<b>Drug Enforcement - State Fund</b>			<b>21,300</b>	<b>0</b>	<b>4,405</b>	<b>1,175</b>	<b>15,720</b>	<b>26.2%</b>	<b>20.7%</b>
<b>Drug Enforcement- Fed Fund</b>									
3405	0400	Drug Enforcement-Federal	24,600	15,094	16,084	957	7,559	69.3%	65.4%
<b>Drug Enforcement- Fed Fund</b>			<b>24,600</b>	<b>15,094</b>	<b>16,084</b>	<b>957</b>	<b>7,559</b>	<b>69.3%</b>	<b>65.4%</b>
<b>HIDTA</b>									
3501	0438	HIDTA 2019	145,697	0	118,197	0	27,500	81.1%	81.1%
3501	0439	HIDTA 2020	325,772	0	66,149	0	259,623	20.3%	20.3%

Fund	Dept		Budget	Current Actual	YTD Actual	Encumbrance	Balance	% Used w/Encum	% Used Actual Only
3501	0525	HIDTA 2021	298,796	0	10,989	0	287,807	3.7%	3.7%
3501	0526	HIDTA 2022	261,742	0	0	0	261,742	0.0%	0.0%
<b>HIDTA</b>			<b>1,032,007</b>	<b>0</b>	<b>195,335</b>	<b>0</b>	<b>836,672</b>	<b>18.9%</b>	<b>18.9%</b>
<b>Rural Community Grants Fund</b>									
3503	0603	Brentwood Community Grant	3,533	40	850	829	1,854	47.5%	24.1%
3503	0632	Round Mountain FD	9,088	0	0	0	9,088	0.0%	0.0%
<b>Rural Community Grants Fund</b>			<b>12,620</b>	<b>40</b>	<b>850</b>	<b>829</b>	<b>10,941</b>	<b>13.3%</b>	<b>6.7%</b>
<b>JDC Grant Fund</b>									
3510	0537	JDC GIA Grant 2020/21	28,163	0	28,163	0	0	100.0%	100.0%
3510	0538	JDC GIA Grant 2021-22	31,167	0	0	0	31,167	0.0%	0.0%
<b>JDC Grant Fund</b>			<b>59,330</b>	<b>0</b>	<b>28,163</b>	<b>0</b>	<b>31,167</b>	<b>47.5%</b>	<b>47.5%</b>
<b>DEM Grant Fund</b>									
3511	0545	MRC	1,560	0	0	6,864	(5,304)	439.9%	0.0%
3511	0546	MRC2	4,286	0	0	0	4,286	0.0%	0.0%
3511	0547	MRC 2013	1,341	0	0	0	1,341	0.0%	0.0%
3511	0565	SWAT 2018	72,549	0	71,591	0	958	98.7%	98.7%
3511	0566	USAR 2018	17,045	0	16,440	0	605	96.5%	96.5%
3511	0567	WMD Fayetteville Fire 2018	142,212	0	142,212	0	0	100.0%	100.0%
3511	0570	DEM Radio System	81,622	1,043	19,655	687	61,280	24.9%	24.1%
3511	0573	SWAT 2019	350,006	0	313,276	40,381	(3,651)	101.0%	89.5%
3511	0574	USAR 2019	239,770	0	239,770	0	0	100.0%	100.0%
3511	0575	WMD Fayetteville Fire 2019	297,701	0	296,825	0	876	99.7%	99.7%
3511	0579	SWAT 2020	287,769	0	0	0	287,769	0.0%	0.0%
3511	0580	USAR 2020	340,069	0	0	0	340,069	0.0%	0.0%
3511	0581	CBRN/WMD	268,869	0	0	0	268,869	0.0%	0.0%
3511	0582	IFAK Kits	232,642	0	0	232,113	529	99.8%	0.0%
<b>DEM Grant Fund</b>			<b>2,337,441</b>	<b>1,043</b>	<b>1,099,769</b>	<b>280,044</b>	<b>957,627</b>	<b>59.0%</b>	<b>47.1%</b>
<b>Drug Court Grant Fund</b>									
3513	0493	SAMHSA 2019/2020	0	0	0	0	0		0.0%
3513	0494	SAMHSA 2020/2021	379,130	(400)	155,839	1,280	222,011	41.4%	41.1%
3513	0495	SAMHSA 2021/2022	399,996	9,373	11,819	19,196	368,982	7.8%	3.0%
3513	0517	Accountability Ct. WCADC	0	6,198	9,733	0	(9,733)		0.0%
3513	0518	Accountability Ct. MCADC	0	0	2,719	0	(2,719)		0.0%
3513	0519	Accountability Ct VTC	0	9,379	10,996	0	(10,996)		0.0%
3513	0524	Veterans Treatment Courts	487,288	0	0	0	487,288	0.0%	0.0%
<b>Drug Court Grant Fund</b>			<b>1,266,414</b>	<b>24,550</b>	<b>191,105</b>	<b>20,476</b>	<b>1,054,833</b>	<b>16.7%</b>	<b>15.1%</b>

Fund	Dept		Budget	Current Actual	YTD Actual	Encumbrance	Balance	% Used w/Encum	% Used Actual Only
<b>Law Enforcement Grant Fund</b>									
3514	0577	SCAAP 2018	48,320	0	0	48,320	0	100.0%	0.0%
3514	0578	SCAAP 2019	76,382	8,601	12,801	60,005	3,576	95.3%	16.8%
3514	0587	JAG 2020	3,526	0	3,526	0	0	100.0%	100.0%
3514	0588	JAG 2021	15,445	0	0	10,248	5,197	66.4%	0.0%
<b>Law Enforcement Grant Fund</b>			<b>143,673</b>	<b>8,601</b>	<b>16,326</b>	<b>118,574</b>	<b>8,773</b>	<b>93.9%</b>	<b>11.4%</b>
<b>Animal Shelter Grant Fund</b>									
3515	0308	Animal Shelter	16,244	14,220	14,220	2,024	0	100.0%	87.5%
<b>Animal Shelter Grant Fund</b>			<b>16,244</b>	<b>14,220</b>	<b>14,220</b>	<b>2,024</b>	<b>0</b>	<b>100.0%</b>	<b>87.5%</b>
<b>Animal Shelter Projects Fund</b>									
3516	0308	Animal Shelter Projects	49,050	0	0	0	49,050	0.0%	0.0%
<b>Animal Shelter Projects Fund</b>			<b>49,050</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>49,050</b>	<b>0.0%</b>	<b>0.0%</b>
<b>AOC Juvenile Court Grant</b>									
3519	0522	AOC Juvenile Court Grant	5,192	0	5,192	0	0	100.0%	100.0%
3519	0541	2021 Juvenile Officer Grant	10,492	0	3,424	0	7,068	32.6%	32.6%
3519	0542	Juvenile Court Title 2	30,000	0	0	0	30,000	0.0%	0.0%
<b>AOC Juvenile Court Grant</b>			<b>45,684</b>	<b>0</b>	<b>8,616</b>	<b>0</b>	<b>37,068</b>	<b>18.9%</b>	<b>18.9%</b>
<b>Emergency Rental Assistance</b>									
3525	0523	Emergency Rental Assistance	7,167,563	508,486	3,828,268	123,994	3,215,301	55.1%	53.4%
<b>Emergency Rental Assistance</b>			<b>7,167,563</b>	<b>508,486</b>	<b>3,828,268</b>	<b>123,994</b>	<b>3,215,301</b>	<b>55.1%</b>	<b>53.4%</b>
<b>Rental Assistance-ERA 2 Grant</b>									
3526	0528	Rental Assistance-ERA 2 Grant	2,268,543	0	0	0	2,268,543	0.0%	0.0%
<b>Rental Assistance-ERA 2 Grant</b>			<b>2,268,543</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,268,543</b>	<b>0.0%</b>	<b>0.0%</b>
<b>Crisis Sta. Unit Grant</b>									
3550	0340	Crisis Sta. Unit Grant	1,501,306	0	949,534	0	551,772	63.2%	63.2%
<b>Crisis Sta. Unit Grant</b>			<b>1,501,306</b>	<b>0</b>	<b>949,534</b>	<b>0</b>	<b>551,772</b>	<b>63.2%</b>	<b>63.2%</b>
<b>Radio System Sales Tax</b>									
4800	0512	Radio System Sales Tax	11,045,600	15,472	1,723,332	61,889	9,260,379	16.2%	15.6%
<b>Radio System Sales Tax</b>			<b>11,045,600</b>	<b>15,472</b>	<b>1,723,332</b>	<b>61,889</b>	<b>9,260,379</b>	<b>16.2%</b>	<b>15.6%</b>
<b>Overall - Total</b>			<b>103,804,791</b>	<b>5,695,349</b>	<b>58,219,281</b>	<b>5,964,088</b>	<b>39,621,421</b>	<b>61.8%</b>	<b>56.1%</b>

Unappropriated Reserve Balance Report						
9/1/2021 to 9/30/2021						
	1/1/2021	9/1/2021		9/30/2021		
Fund Description	Unappropriated Reserve Balance	Unappropriated Reserve Balance	September Change	Unappropriated Reserve Balance	YTD Change	Change Explanation
1000 - General Fund	3,295,620	3,284,259		3,284,259	(11,361)	
1001 - General Reserve Fund	4,500,000	7,910,411		7,910,411	3,410,411	
1002 - Employee Insurance Fund	1,899,760	2,005,043		2,005,043	105,283	
1005 - Coronavirus Relief Fund	4,500,000	0		0	(4,500,000)	
1800 - Flexible Spending Fund	47	(2,403)		(2,403)	(2,450)	
2000 - Road Fund	872,657	1,433,039		1,433,039	560,382	
2003 - Road Add'l Fuel Tax Fund	29,358	34,010		34,010	4,652	
3000 - Treasurer's Automation Fund	155,384	152,952		152,952	(2,432)	
3001 - Collector's Automation Fund	192,883	176,310		176,310	(16,573)	
3002 - Circuit Court Automation Fund	110,021	119,956		119,956	9,935	
3004 - Assessor's Amendment 79 Fund	177,110	192,624		192,624	15,514	
3005 - County Clerk's Cost Fund	535,900	573,082		573,082	37,182	
3006 - Recorder's Cost Fund	294,383	282,737		282,737	(11,646)	
3008 - County Library Fund	957,810	1,145,240		1,145,240	187,430	
3010 - County Clerk Operating Fund	15,726	20,644		20,644	4,918	
3012 - Child Support Cost Fund	7,763	7,246		7,246	(517)	
3014 - Communication Facility/Equip	145,555	90,680		90,680	(54,875)	
3017 - Jail Operations & Maintenance	(2,319,585)	(1,520,500)		(1,520,500)	799,085	
3019 - Boating Safety Fund	13,498	19,507		19,507	6,009	
3020 - Emergency 911 Fund	5,595	(98,475)		(98,475)	(104,070)	
3028 - Adult Drug Court Fund	23,315	17,319		17,319	(5,996)	
3031 - Circuit Court Juv Div Fund	3,495	3,809		3,809	314	
3032 - Juv Crt Representation Fund	3,452	3,290		3,290	(162)	
3039 - Circuit Clerk Commissioner Fee	2,020	1,338		1,338	(682)	
3042 - Assessor's Late Asmnt Fee Fund	25,326	21,132		21,132	(4,194)	
3046 - American Rescue Plan Fund	0	(750,000)	23,219,635	22,469,635	22,469,635	ORD2021-83 \$23,229,635; ORD2021-86 (\$10,000) Tenants
3075 - CSU Fund	67,769	70,015		70,015	2,246	
3401 - HIV Clinic Fund	85,306	87,940		87,940	2,634	
3402 - Law Library Fund	356,277	348,411		348,411	(7,866)	
3404 - Drug Enforcement - State Fund	39	1,461		1,461	1,422	
3405 - Drug Enforcement - Fed Fund	6,270	10,979		10,979	4,709	
3406 - Drug Court Program Fund	196,002	196,086		196,086	84	
3510 - JDC Grant Fund	0	(65)		(65)	(65)	
3511 - DEM Grant Fund	0	(293)		(293)	(293)	
3513 - Drug Court Grant Fund	0	(4,988)		(4,988)	(4,988)	
3515 - Animal Shelter Grant	0	114		114	114	
3517 - Juvenile Court Grant	0	790		790	790	
3550 - CSU Grant	0	1,130		1,130	1,130	
4800 - Radio System Sales Tax	242,000	488,442		488,442	246,442	
Totals	16,400,756	16,323,273	23,219,635	39,542,908	23,142,152	
				General Fund	3,284,259	
				Gen Reserve	7,910,411	
				Jail Fund	(1,520,500)	
				Net General	9,674,170	



42 employment of key personnel and interns, the construction of a hydroponic greenhouse,  
43 and the renovation of the distribution center- all of which are vital to the advancement and  
44 sustainability of Tri Cycle Farm’s programs; and,  
45

46 **WHEREAS**, the Quorum Court desires to assist Tri Cycle  
47 Farms financially with some of the remaining CARES Act money.  
48

49 **NOW, THEREFORE, BE IT ORDAINED BY THE QUORUM**  
50 **COURT OF WASHINGTON COUNTY, ARKANSAS:**  
51

52 **ARTICLE 1.** There is hereby appropriated the total amount of  
53 \$350,000 from the Coronavirus Relief Fund (1005) to the Pass Through Payments line  
54 item in the Coronavirus Relief Budget (10050123.3014) for 2021.  
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62 JOSEPH K. WOOD, County Judge

\_\_\_\_\_ DATE

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67 \_\_\_\_\_  
68 BECKY LEWALLEN, County Clerk

69  
70 Introduced by: **JP Shawndra Washington**  
71 Date of Adoption:  
72 Members Voting For:  
73 Members Voting Against:  
74 Members Abstaining:  
75 Members Absent:  
76

77  
78 Committee History: Finance & Budget Committee (08-10-2021); Tabled until October  
79 Quorum Court History:  
80

ORDINANCE NO. 2021-

APPROPRIATION ORDINANCE

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

AN ORDINANCE CREATING ONE POSITION OF DEPUTY CORONER IN THE CORONER BUDGET; AND, APPROPRIATING THE AMOUNT OF \$8,744 FROM THE UNAPPROPRIATED RESERVES TO THE CORONER BUDGET FOR 2021.

WHEREAS, the Washington County Coroner has experienced a steady increase in workload due to the increasing population growth of Northwest Arkansas over the last four years; and,

WHEREAS, the Coroner’s Office has worked an average of 300 deaths per month; a workload borne by the Coroner and two employees; and,

WHEREAS, that overly burdensome workload has been exacerbated by the COVID-19 pandemic; and,

WHEREAS, the Coroner request an appropriation to support one additional employee within his office.

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

ARTICLE 1. There is hereby created one position of Deputy Coroner, Grade 17, in the Coroner Budget of the General Fund (10000419) for 2021.

ARTICLE 2. There is hereby appropriated the total amount of \$8,744 to the following salary line items in the Coroner Budget for 2021:

Salaries, Full Time	10000419.1001	\$ 6,334
Social Security Matching	10000419.1006	485
Noncontributory Retirement	10000419.1008	971

42 Health Insurance Matching 10000419.1009 932  
43 Life Insurance Matching 10000419.1016 22  
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51 JOSEPH K. WOOD, County Judge \_\_\_\_\_ DATE  
52

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54  
55 \_\_\_\_\_  
56 BECKY LEWALLEN, County Clerk  
57

58 Introduced by: **JP Lisa Ecke**  
59 Date of Adoption:  
60 Members Voting For:  
61 Members Voting Against:  
62 Members Abstaining:  
63 Members Absent:  
64

65  
66 Committee History:  
67 Quorum Court History:



## Washington County Deputy Coroner Job Description

**Job Code:** 17  
**Exempt:** Yes  
**Department:** Coroner  
**Reports To:** Coroner  
**Location:** Coroner's Facility  
**Date Prepared:** February 13, 2018  
**Date Revised:**

### GENERAL DESCRIPTION OF POSITION

Responsible for the investigation of human death cases reported to the coroner under Arkansas law and rendering of rulings as to cause, manner, and time of death.

### ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Receives and investigates reports of human deaths within the County as prescribed by law and policies.
2. Investigates death scenes by gathering of evidence, photographing the area and body, measuring and sketching scene and location of victim, and recording all details of scene, victim, and circumstances that would facilitate the identification of cause and nature of death.
3. Interviews witnesses, family members, acquaintances and friends of victim and investigative personnel to determine pertinent facts concerning the death.
4. Prepares and transports deceased bodies to appropriate agencies.
5. Examines physical changes such as lividity, temperature, and rigor mortis of deceased body to determine time and position at death.
6. Examines nature of any wounds to determine exact cause of death.
7. Draws body fluids such as blood, vitreous humor, and urine from victims for lab analysis and prepares reports for submission of samples to proper investigative agency.
8. Maintains written narrative reports on each case investigated and puts records into computer; submits reports with determination of nature of death to supervisor for review and completion of death certificates.
9. Attends autopsies and assists Medical Examiner as requested.
10. Answers questions from family members, insurance companies, investigative personnel, attorneys, funeral homes, etc., regarding death investigations.
11. Ensures County vehicle maintenance and maintenance of supply and equipment inventory.
12. May be required to issue subpoenas, swear witnesses or exercise the power of arrest as necessary during investigations.

13. Conducts classes for Law Enforcement Agencies, emergency personnel, and the general public concerning crime scene and evidence preservation, investigative methods and procedures, suicide prevention, criminal behavior, etc.

14. Testifies in court regarding death scene investigations.

15. Perform any other related duties as required or assigned.

## **QUALIFICATIONS**

To perform this job successfully, an individual must be able to perform each essential duty mentioned satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

## **EDUCATION AND EXPERIENCE**

High school or GED, plus specialized schooling and/or on the job education in a specific skill area; e.g. data processing, clerical/administrative, equipment operation, etc., plus 3 years related experience and/or training, and 12 to 18 months related management experience, or equivalent combination of education and experience.

## **COMMUNICATION SKILLS**

Ability to effectively communicate information and respond to questions in person-to-person and small group situations with customers, clients, general public and other employees of the organization.

## **MATHEMATICAL SKILLS**

Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts such as fractions, ratios, and proportions to practical situations.

## **CRITICAL THINKING SKILLS**

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

## **REQUIRED CERTIFICATES, LICENSES, REGISTRATIONS**

Must possess or be able to immediately obtain a valid Arkansas Driver's License.

Must pass criminal and personal background investigation.

Must be able to complete training for certification by State Crime Laboratory for the removal of body fluids for toxicology testing.

Must to able to obtain diplomat American board of Medicolegal Death Investigator certification within two year of employment

Must obtain certification as law enforcement instructor by the Arkansas Commission on Law Enforcement Standards and Training within one year of employment.

Employment is contingent upon satisfactory completion of the following pre-employment requirements: criminal background check, drug screening, sexual offender check and physical examination by appropriate licensed agencies.

## **PREFERRED CERTIFICATES, LICENSES, REGISTRATIONS**

Not indicated.

## **SOFTWARE SKILLS REQUIRED**

Intermediate: Database

Basic: Alphanumeric Data Entry, Spreadsheet, Word Processing/Typing

## **INITIATIVE AND INGENUITY**

### **SUPERVISION RECEIVED**

Under direction where a definite objective is set up and the employee plans and arranges own work, referring only unusual cases to supervisor.

### **PLANNING**

Considerable responsibility with regard to general assignments in planning time, method, manner, and/or sequence of performance of own work; may also occasionally assist in the planning of work assignments performed by others within a limited area of operation.

### **DECISION MAKING**

Performs work operations which permit frequent opportunity for decision-making of minor importance and also frequent opportunity for decision-making of major importance; the latter of which would affect the work operations of other employees and/or clientele to a moderate degree.

## **MENTAL DEMAND**

Very close mental demand. Operations requiring very close and continuous attention for control of operations which require a high degree of coordination or immediate response. Operations requiring intermittent direct thinking to determine or select the most applicable way of handling situations regarding the organization's administration and operations; also to determine or select material and equipment where highly variable sequences are involved.

## **ANALYTICAL ABILITY / PROBLEM SOLVING**

Directed. Supervisory and/or professional skills using structured practices or policies and directed as to execution and review. Interpolation of learned things in moderately varied situations where reasoning and decision-making are essential.

## **RESPONSIBILITY FOR WORK OF OTHERS**

Responsibility for work of others: Not indicated.

## **RESPONSIBILITY FOR FUNDS, PROPERTY and EQUIPMENT**

Occasionally responsible for organization's property where carelessness, error, or misappropriation would result in moderate damage or moderate monetary loss to the organization. The total value for the above would range from \$5,000 to \$150,000.

## **ACCURACY**

Probable errors would normally not be detected in succeeding operations and could possibly affect organization-patron relationship, involve re-work, or additional expenditures in order to properly resolve the error. The possibility of such errors would occur quite frequently in performance of the job. May also cause inaccuracies or incomplete information that would be used in other segments of the organization as a basis for making subsequent decisions, plans, or actions.

## **ACCOUNTABILITY**

### **FREEDOM TO ACT**

Directed. Freedom to complete duties as defined by wide-ranging policies and precedents with mid to upper-level managerial oversight.

### **ANNUAL MONETARY IMPACT**

The amount of annual dollars generated based on the job's essential duties / responsibilities. Examples would include direct dollar generation, departmental budget, proper handling of organization funds, expense control, savings from new techniques or reduction in manpower.

Very small. Job creates a monetary impact for the organization up to an annual level of \$100,000.

### **IMPACT ON END RESULTS**

Moderate impact. Job has a definite impact on the organization's end results. Participates with others in taking action for a department and/or total organization.

## **PUBLIC CONTACT**

Regular contacts with patrons where the contacts are initiated by the employee. Involves both furnishing and obtaining information and, also, attempting to influence the decisions of those persons contacted. Contacts of considerable importance and of such nature, that failure to exercise proper judgment may result in important tangible or intangible losses to the organization.

## **EMPLOYEE CONTACT**

Contacts with other departments or offices and also frequently with individuals in middle level positions; consulting on problems which necessitate judgment and tact in presentation to obtain cooperation or approval of action to be taken. Also, important contacts with associates as required in advanced supervisory jobs, plus frequent contact with senior level internal officials.

## **USE OF MACHINES, EQUIPMENT AND/OR COMPUTERS**

Regular use of complex machines and equipment (desktop/laptop computer and software, road and production machines and equipment, driver's license/cdl, etc.)

## **WORKING CONDITIONS**

Outside working environment, wherein there are disagreeable working conditions part of the time.

## **ENVIRONMENTAL CONDITIONS**

The following work environment characteristics described here are representative of those an employee encounters while performing essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the functions of this job, the employee is frequently exposed to outdoor weather conditions; and .The noise level in the work environment is usually moderate.

## **PHYSICAL ACTIVITIES**

The following physical activities described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions and expectations.

Moderate diversity, moderately physical. Work activities which allow for a moderate amount of diversity in the performance of tasks which requires somewhat diversified physical demands of the employee.

While performing the functions of this job, the employee is frequently required to stand, walk, use hands to finger, handle, or feel, reach with hands and arms, stoop, kneel, crouch, or crawl, talk or hear, taste or smell; occasionally required to sit, climb or balance. The employee must occasionally lift and/or move more than 100 pounds; frequently lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision; distance vision; color vision; peripheral vision; depth perception; and ability to adjust focus.

### **ADDITIONAL INFORMATION**

#### **REQUIRED SKILLS, KNOWLEDGE, AND ABILITIES:**

Considerable knowledge of the principles, practices, and terminology of forensic medicine.

Comprehensive knowledge of criminal investigative techniques.

Considerable knowledge of interviewing techniques and methods.

Ability to prepare detailed written narrative reports.

Ability to maintain a detailed record keeping system.

Ability to tactfully and effectively communicate with and gather information from family and friends of victims, investigative personnel, attorneys, and the general public.

Ability to conduct duties in uncomfortable weather conditions including cold, heat, rain, etc.

Ability to remove fluid samples from deceased bodies.

Skill in the operation of a computer.

#### **PHYSICAL REQUIREMENTS:**

Ability to lift and carry loads up to 150 pounds with assistance.

Ability to climb ladders, trees, and other obstacles within crime scenes.

Visual acuity sufficient to observe details at death scene.

Manual dexterity necessary to sketch death scene, operate computer keyboard, and draw body fluids.

Ability to communicate orally, individually and to groups.

#### **WORKING CONDITIONS:**

Work is primarily performed in the field and may require performance of duties in uncomfortable weather conditions including cold, heat, rain, etc.

#### **MINIMUM QUALIFICATIONS:**

Completion of high school; completion of training in forensic medicinal methods and terminology; considerable experience with death scene investigation or any equivalent combination of experience and training which provides the required skills, knowledge, and abilities.

Must possess or be able to immediately obtain a valid Arkansas Driver's License.

Must have vision level of or correctable to 20/20.

Must be 21 years of age or older.

Must pass criminal and personal background investigation.

Must be able to complete training for certification by State Crime Laboratory for the removal of body fluids for toxicology testing.

Must obtain certification as law enforcement instructor by the Arkansas Commission on Law Enforcement Standards and Training within one year of employment.

Employment is contingent upon satisfactory completion of the following pre-employment requirements: criminal background check, drug screening, sexual offender check and physical examination by appropriate licensed agencies.

Must obtain Certification Diplomat American Board of Medicolegal Death Investigator within two year of employment

Subject to random drug testing.

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**ORDINANCE NO. 2021-**

**APPROPRIATION ORDINANCE**

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

**AN ORDINANCE CREATING THE CRIMINAL  
JUSTICE COORDINATING COMMITTEE  
COORDINATOR POSITION IN THE COUNTY  
JUDGE BUDGET FOR 2021.**

**WHEREAS**, County Ordinance No. 2017-44 established the Washington County Criminal Justice Coordinating Board (the “Board”), pursuant to A.C.A. § 14-14-705; and,

**WHEREAS**, the Board is composed of local judges, correction officials, the prosecuting attorney, law enforcement officials, county officials, medical professionals, and mental health professionals; and,

**WHEREAS**, the Board is charged with, among other duties: recommending protocols and reforms to ensure the efficient administration of the criminal justice system; assisting in the access, analysis, and transfer of pertinent data; analyzing data related to the effectiveness of local crisis intervention teams and of the Washington County Regional Crisis Stabilization Unit; and, providing the County with recommendations, supported by analysis, grounded in the Board’s findings; and,

**WHEREAS**, the Board has requested a Criminal Justice Committee Coordinator to help effectuate those duties.

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

**ARTICLE 1.** There is hereby created the position of Criminal Justice Committee Coordinator, ungraded, at an annual salary of \$60,000, in the County Judge Budget of the General Fund (10000100) for 2021.

**ARTICLE 2.** There is hereby appropriated the total amount of \$28,251 to the following line items in the County Judge Budget for 2021:

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43	Salaries, Full Time	10000100.1001	\$ 10,000
44	Social Security Matching	10000100.1006	765
45	Noncontributory Retirement	10000100.1008	1,532
46	Health Insurance Matching	10000100.1009	932
47	Life Insurance Matching	10000100.1016	22
48	General Supplies	10000100.2001	15,000

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JOSEPH K. WOOD, County Judge

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DATE

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BECKY LEWALLEN, County Clerk

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Introduced by: **JP Lance Johnson**  
Date of Adoption:  
Members Voting For:  
Members Voting Against:  
Members Abstaining:  
Members Absent:

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Committee History:  
Quorum Court History:



## **TITLE: Criminal Justice Coordinator**

### **DEPARTMENT:**

Pay: \$60,000

FLSA Status: 3 year position, temporary, non-overtime eligible, salary

Location: Home Office with 40% of your time traveling locally

Supervisor: Report to County Administrator

### **NATURE OF WORK**

The Criminal Justice Coordinator (CJC) in coordination with the Criminal Justice Coordinating Council (CCJC) members is responsible for the administration of the Criminal Justice Coordinating Council. Under minimal supervision, this position works independently and autonomously taking action to align and advance the CJCC's strategic priorities for the purpose of improving the local criminal justice system. The CJC builds consensus among CJCC members in developing a strategic approach, overseeing the implementation of policies, and overseeing initiatives that result from the consensus. In addition, has the ability to work with researchers and consultants focused on the surveying and evaluating current research on public safety policies and strategies.

### **ESSENTIAL DUTIES YOU MAY INCLUDE**

- Facilitates and coordinates the planning and implementation of Criminal Justice Collaborating Council (CJCC) initiatives and activities under the direction of the CJCC Executive Committee
- Works collaboratively with CJCC partners to coordinate work plans, policies, and procedures that are updated periodically, consistent with the CJCC mission and goals.
- Recommends changes and improvements of practices and procedures to the CJCC, incorporating concepts of continuous quality improvement and implementation of evidence-based practices and best practices.
- Manage CJCC subcommittee meetings which may include developing the agenda, follow-up on work generated by the committees, bridging ideas and tasks among committees to ensure a comprehensive and continuous work plan.
- Works with technical assistance partners to address issues identified by the CJCC and its committees.
- Meets with elected officials and other stakeholders, as requested, to provide updates and other information necessary to carry out the function of the CJCC.
- Engage with community stakeholders to align private, NGO, and governmental services within the criminal justice continuum.
- Communicates the committee's activities and projects with the CJCC community partners and develops CJCC meeting agendas, meeting minutes, and other correspondence.
- Represents the CJCC as directed, in all coordinated justice system planning efforts and at local and state committee meetings and seminars.
- Studies and develops methods to coordinate the availability and development of resources, facilities, and services that are required for, or offered by, the CJCC and its programs

## **GRANT WRITING DUTIES**

- Advocates and performs research on all funding sources to evaluate prospects for grants to support the work of the CCJC.
- Develops and prepares proposals and grant applications according to guidelines; complies with all grant reporting as required by funding sources.
- Coordinates grant compliance activities with other relevant department personnel and other partner organizations.

## **Desirable Requirements:**

- Demonstrated knowledge of local criminal justice systems and county government
- Knowledge of principles, practices, procedures, and philosophies of public administration
- Demonstrated ability to support and facilitate a group in collaborative problem solving
- Excellent organizational and interpersonal skills
- Demonstrated skill in data collection and analysis, with the ability to develop and effectively present information clearly and in a compelling manner
- Skill in the preparation, presentation, and administration of budgets
- Skill and proficiency with Microsoft Word, Excel, and PowerPoint
- Ability and skills to develop, recommend, and implement effective plans and programs and objectively evaluate progress toward goals and timetables
- Ability to work as an effective and collaborative team player
- Ability to write and speak effectively, including the ability to conduct effective meetings
- Ability to establish and maintain effective relationships with government officials, union officials, employees, and the general public
- Ability to provide interactive, dynamic communication with governance body

## **EDUCATION, TRAINING, AND EXPERIENCE**

- Bachelor's and/or Master's degree from an accredited college or university with a major in
- Criminal Justice, Public Administration, Social Work, Political Science, Organizational
- Development, or other closely related field required.
- Five (5) years recent experience working in the criminal justice system, public administration, or human services field required.
- Prior experience researching, writing, and managing grant awards.
- Prior experience in program and budget development.
- Proficient in MS Office, including MS Word and Excel; Adobe Acrobat experience required.
- Strong written and oral communication skills.
- Experience in a systems approach
- Must have demonstrated experience in strategic planning, data analysis, and program evaluation.
- Any satisfactory combination of experience, education, and training which demonstrates the knowledge, skills, and abilities to perform the above duties.

ORDINANCE NO. 2021-

APPROPRIATION ORDINANCE

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

AN ORDINANCE EXPRESSING APPRECIATION FOR COUNTY EMPLOYEES WORKING IN THE COUNTY CLERK'S OFFICE DURING COVID; AND, APPROPRIATING \$14,798.79 FROM THE AMERICAN RESCUE PLAN ACT FUND (3046) TO VARIOUS LINE ITEMS IN COUNTY CLERK BUDGET FOR 2021.

WHEREAS, County employees working in the County Clerk's Office during the COVID-19 pandemic risked their health and safety each day that they worked; and,

WHEREAS, Washington County desires to express its appreciation for the aforementioned county employees by providing a one-time bonus based on their employment status and the time worked; and,

WHEREAS, the County desires to utilize the funds provided to the County by Congress in the American Rescue Plan Act of 2021; and,

WHEREAS, the Quorum Court desires to provide a net total of \$40.00 per pay period for all full-time employees for the time that said employee work over the past year.

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

ARTICLE 1. There is hereby appropriated \$14,798.79 from the American Rescue Plan Act Fund (3046) to the following line items in the County Clerk Budget for 2021:

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**County Clerk (1000.0101)**

Overtime/Other Premium	10000101.1005	\$12,034.47
Social Security Matching	10000101.1006	920.64
Employer Retirement Contrib.	10000101.1008	1,843.68

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JOSEPH K. WOOD, County Judge

\_\_\_\_\_  
DATE

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BECKY LEWALLEN, County Clerk

Introduced by: **JP Patrick Deakins**  
Date of Adoption:  
Members Voting For:  
Members Voting Against:  
Members Abstaining:  
Members Absent:

Committee History:  
Quorum Court History:

ORDINANCE NO. 2021-

APPROPRIATION ORDINANCE

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

AN ORDINANCE APPROPRIATING \$35,000.00 FROM THE PROPERTY REAPPRAISAL LINE ITEM IN THE BOARD OF EQUALIZATION BUDGET (1000.0106) TO THE IMPROVEMENTS OTHER THAN BUILDINGS LINE ITEM IN THE ASSESSOR'S BUDGET (1000.0105.) FOR 2021.

WHEREAS, the Washington County Assessor desires to replace all of the carpet throughout the Assessor's Office; and,

WHEREAS, the carpet is well worn and has been utilized by both employees and customers for over a decade since its installation; and,

WHEREAS, new carpet will address issues deficiencies involving matting, staining, carpet padding; and will also help to decrease allergens associated with older carpeting.

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

ARTICLE 1. There is hereby appropriated the total amount of \$35,000 from the Property Reappraisal line item in the Board of Equalization budget (10000106.3008) to the Improvements Other Than Buildings line item in the Assessor's budget (10000105.4003) for 2021.

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JOSEPH K. WOOD, County Judge

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DATE

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BECKY LEWALLEN, County Clerk  
Introduced by: **JP Butch Pond**

ORDINANCE NO. 2021-

APPROPRIATION ORDINANCE

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

AN ORDINANCE APPROPRIATING \$265,000 FROM THE AMERICAN RESCUE PLAN ACT FUND (3046) TO THE SMALL EQUIPMENT LINE ITEM IN THE ASSESSOR BUDGET (10000105.2002) FOR 2021.

WHEREAS, Washington County has received over \$23,000,000 in funding under the American Rescue Plan Act to address issues related to the coronavirus pandemic; and,

WHEREAS, the Assessor’s Office desires to utilize some of those funds to improve employee safety when interacting directly with the public and to also prevent the unnecessary spread of COVID-19 through employee interactions; and,

WHEREAS, new furniture will help to facilitate in-person transactions of public business through the installation of proper dividers; and,

WHEREAS, additionally, updated office furniture will help to better protect Assessor Office employees through the purchase and install appropriately spaced cubicles.

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

ARTICLE 1. There is hereby appropriated the amount of \$265,000 from the American Rescue Plan Act Fund (3046) to the Small Equipment line item in the Assessor Budget (10000105.2002) for 2021.

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JOSEPH K. WOOD, County Judge

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DATE

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BECKY LEWALLEN, County Clerk

Introduced by: **JP Sam Duncan**

Date of Adoption:

Members Voting For:

Members Voting Against:

Members Abstaining:

Members Absent:

Committee History:

Quorum Court History:

ORDINANCE NO. 2021-

APPROPRIATION ORDINANCE

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

AN ORDINANCE APPROPRIATING \$88,546.30 FROM UNAPPROPRIATED RESERVES IN THE GENERAL FUND (1000) TO THE TASER LINE ITEM IN THE SHERIFF BUDGET (10000400) AND JAIL BUDGET (30170418) FOR 2021.

WHEREAS, the Washington County Sheriff's Office utilizes Tasers as an alternative, non-lethal use of force; and,

WHEREAS, Tasers promote both public and officer safety by reducing the frequency of physical combat, impact weapon use, and deadly force; and,

WHEREAS, the Sheriff's Office desires to purchase modern model T7 Tasers to replace the outdated, discontinued model X26 Tasers that cannot be serviced or repaired; and,

WHEREAS, the Quorum Court requested that the Sheriff's Office break the cost of replacing the X26 Tasers into five (5) yearly installments; and,

WHEREAS, the modernization of the Sheriff's Taser reserve is vital to promote officer and citizen safety, to increase non-lethal use of force, and to properly equip the enforcement and detention officers of Washington County.

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

ARTICLE 1. There is hereby appropriated the amount of \$88,546.30 from unappropriated reserves in the General Fund (1000) to the following line item in the following budgets for 2021:



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**Sheriff Budget**

Taser 10000400.2019 \$ 57,218.73

**Jail Budget**

Taser 30170418.2019 31,327.57

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JOSEPH K. WOOD, County Judge

\_\_\_\_\_  
DATE

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BECKY LEWALLEN, County Clerk

Introduced by: **JP Patrick Deakins**

Date of Adoption:  
Members Voting For:  
Members Voting Against:  
Members Abstaining:  
Members Absent:

Committee History:  
Quorum Court History:



42 Workers Compensation 10000400.1010 2,899.02

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44 **ARTICLE 2.** There is hereby appropriated the amount of \$48,189.86  
45 from the Jail Fund (3017) to the following line items in the Jail Budget for 2021:

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47	<b><u>Jail Budget</u></b>		
48	Salaries, Part-Time	30170418.1002	560.30
49	Overtime	30170418.1005	37,585.78
50	Social Security	30170418.1006	2,918.17
51	Noncontributory Retirement	30170418.1008	5,844.00
52	Workers Compensation	30170418.1010	1,281.61

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JOSEPH K. WOOD, County Judge

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BECKY LEWALLEN, County Clerk

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Introduced by: **JP Patrick Deakins**

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Date of Adoption:

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Members Voting For:

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Members Voting Against:

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Members Abstaining:

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Members Absent:

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Committee History:

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Quorum Court History:

ORDINANCE NO. 2021-

APPROPRIATION ORDINANCE

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

AN ORDINANCE DE-APPROPRIATING SURPLUS AMOUNTS FROM FULL-TIME SALARIES FOR VARIOUS DEPARTMENTS AND RESTORING THOSE AMOUNTS TO UNAPPROPRIATED RESERVES, AS REQUIRED BY THE 2021 BUDGET CONTROLS, FOR THE THIRD QUARTER OF 2021.

WHEREAS, The 2021 Budget Controls require all surplus money from full-time salaries in all budgets to be restored to unappropriated reserves each quarter.

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

ARTICLE 1. There are hereby de-appropriated the total amount of \$1,055,849.00, to the following amounts from the following budgets and line items, and restored to the unappropriated reserves in the fund indicated for the third quarter 2021:

County Judge	10000100.1001	\$ 28,531
Circuit Clerk	10000102.1001	28,298
Treasurer	10000103.1001	1,842
Collector	10000104.1001	9,242
Assessor	10000105.1001	34,490
Buildings & Grounds	10000108.1001	3,751
Planning	10000110.1001	10,182
Information Technology	10000115.1001	3,331
General Services	10000118.1001	3,300
Human Resources	10000121.1001	11,447
Animal Shelter	10000308.1001	879

42	Sheriff	10000400.1001	223,447
43	Circuit Court 3	10000403.1001	9,374
44	Circuit Court 4	10000404.1001	5,429
45	Prosecuting Attorney	10000416.1001	4,542
46	Public Defender	10000417.1001	4,248
47	Coroner	10000419.1001	240
48	JDC	10000444.1001	82,600
49	DEM	10000500.1001	210
50	Veteran Services	10000800.1001	1,949
51	Roads	20000200.1001	145,379
52	Treasurer Automation	30000103.1001	2,321
53	Collector Automation	30010104.1001	7,191
54	Recorder's Cost	30060128.1001	3,222
55	Jail Operations	30170418.1001	428,474
56	Emergency 911	30200501.1001	1,930

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63 JOSEPH K. WOOD, County Judge

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70 BECKY LEWALLEN, County Clerk

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Introduced by: **JP Patrick Deakins**

Date of Adoption:

Members Voting For:

Members Voting Against:

Members Abstaining:

Members Absent:

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Committee History:

Quorum Court History:

ORDINANCE NO. 2021-

APPROPRIATION ORDINANCE

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

AN ORDINANCE RECOGNIZING AND APPROPRIATING REVENUE IN THE AMOUNT OF \$420,470.09 IN THE ROAD DEPARTMENT BUDGET FOR 2021.

WHEREAS, Federal Highway Administration Emergency Relief Program Grant funds in the amount of \$420,470.09 were received by Washington County in August 2021 to aid in the repairs of damage caused by excessive flooding in 2017; and,

WHEREAS, the repairs from said flood damage have been completed by the Road Department and the grant money now needs to be appropriated to the Road Department Budget.

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

ARTICLE 1. There is hereby recognized additional revenue of \$420,470.09 in the Rural Communities Grant Fund (3503.7010) for 2021.

ARTICLE 2. There is hereby appropriated the amount of \$420,470.09 from the Blue Springs Road Grant Budget (35030206) to the following line items in the Road Department Budget (2000.0200) for 2021:

Small Equipment	20000200.2002	\$ 50,000.00
Capital Machinery & Equip	20000200.4004	370,470.09

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JOSEPH K. WOOD, County Judge

\_\_\_\_\_  
DATE

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BECKY LEWALLEN, County Clerk  
Introduced by: **JP Patrick Deakins**