



WASHINGTON COUNTY, ARKANSAS
County Courthouse

MEETING OF THE
WASHINGTON COUNTY QUORUM COURT
FINANCE AND BUDGET COMMITTEE

Tuesday, December 07, 2021
6:00 PM
Washington County Quorum Court Room

Sam Duncan – Vice-Chair
Lance Johnson
Sean Simons

Patrick Deakins - Chair

Bill Ussery
Shawndra Washington
Jim Wilson

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 – 4.6)

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

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

NEW BUSINESS

7. AN ORDINANCE CHANGING THE GRADES OF VARIOUS POSITIONS IN THE TAX COLLECTOR BUDGET FOR 2022; AND APPROPRIATING \$25,926.45 TO VARIOUS LINE ITEMS IN VARIOUS BUDGETS FOR 2022 Item 21-O-140 (7.1-7.5)

8. AN ORDINANCE CHANGING THE TITLE OF THE LEAD DEPUTY CORONER POSITION IN THE CORONER BUDGET FOR 2022 Item 21-O-136 (8.1)

9. **AN ORDINANCE CHANGING THE GRADES OF TWO POSITIONS IN THE PROSECUTOR BUDGET FOR 2022; AND APPROPRIATING \$9,833.91 TO VARIOUS LINE ITEMS IN THE PROSECUTOR BUDGET FOR 2022**
Item 21-O-146 (9.1)
10. **AN ORDINANCE APPROPRIATING \$501,324.10 FROM UNAPPROPRIATED RESERVES IN THE ROAD FUND (2000) TO VARIOUS LINE ITEMS IN THE ROAD DEPARTMENT BUDGET (20000200) FOR 2022** Item 21-O-124 (10.1)
11. **AN ORDINANCE APPROPRIATING \$227,642.06 FROM THE ROAD FUND (2000) TO VARIOUS LINE ITEMS IN THE COUNTY ROAD BUDGET (2000.0200) FOR 2022** Item 21-O-138 (11.1)
12. **AN ORDINANCE ESTABLISHING GUIDELINES FOR THE EXPENDITURE OF AMERICAN RESCUE PLAN ACT FUNDS – JP JIM WILSON** Item 21-O-129 (12.1)
13. **AN ORDINANCE APPROPRIATING \$5,392,750 FROM THE AMERICAN RESCUE PLAN ACT FUND (3046) TO THE PASS THROUGH PAYMENTS LINE ITEM IN THE 2021 AMERICAN RESCUE PLAN ACT BUDGET (30460568.3014) FOR THE WASHINGTON COUNTY RURAL FIRE ASSOCIATION** Item 21-O-111 (13.1)
14. **AN ORDINANCE APPROPRIATING \$1,155,871 FROM THE AMERICAN RESCUE PLAN ACT FUND (3046) TO THE PASS THROUGH PAYMENTS LINE ITEM IN THE AMERICAN RESCUE PLAN ACT BUDGET (30460568.3014) FOR 2021**
Item 21-O-139 (14.1)
15. **AN ORDINANCE APPROPRIATING \$2,900,000 FROM THE AMERICAN RESCUE PLAN ACT FUND (3046) TO THE PASS THROUGH PAYMENTS LINE ITEM IN THE 2021 AMERICAN RESCUE PLAN ACT BUDGET (30460568.3014) FOR UPSKILL NWA - JP SAM DUNCAN** Item 21-O-145 (15.1)
16. **AN ORDINANCE APPROPRIATING \$862,265.64 FROM THE AMERICAN RESCUE PLAN ACT FUND (3046) TO VARIOUS LINE ITEMS IN THE ROAD DEPARTMENT BUDGET FOR 2022** Item 21-O-143 (16.1)
17. **AN ORDINANCE APPROPRIATING \$75,301.80 FROM THE UNAPPROPRIATED RESERVES IN THE GENERAL FUND (1000) TO VARIOUS LINE ITEMS IN THE PROSECUTOR BUDGET FOR 2021** Item 21-O-141 (17.1)
18. **AN ORDINANCE APPROPRIATING \$1,974,898.20 FROM THE AMERICAN RESCUE PLAN ACT FUND (3046) TO VARIOUS LINE ITEMS IN VARIOUS BUDGETS FOR 2022** Item 21-O-142 (18.1)

19. **AN ORDINANCE RECOGNIZING ADDITIONAL REVENUE IN THE AMOUNT OF \$600; AND, ANTICIPATING ADDITIONAL REVENUE IN THE AMOUNT OF \$300; AND, APPROPRIATING THE TOTAL AMOUNT OF \$1,106.74 FROM THE GENERAL FUND (1000) AND EMERGENCY 911 FUND (3020) TO VARIOUS LINE ITEMS IN THE EMERGENCY MANAGEMENT BUDGET (1000.0500) AND THE EMERGENCY 911 BUDGET (3020.0501) FOR 2021** Item 21-O-137 (19.1)
20. **AN ORDINANCE ANTICIPATING ADDITIONAL REVENUE OF \$904,275 IN THE DEM GRANT FUND; AND APPROPRIATING THE AMOUNT OF \$904,275 IN THE DEM GRANT FUND TO VARIOUS HOMELAND SECURITY BUDGETS FOR 2021**
Item 21-O-144 (20.1)
21. **PUBLIC COMMENT**
Twelve-minute comment period with a three-minute limit for each individual to comment on items on the agenda.
22. **ADJOURNMENT**

TREASURER'S FINANCIAL SUMMARY

11/1/2021 TO 11/30/2021

ACCOUNT	BEGIN BALANCE	REVENUES	EXPENDITURES	END BALANCE
1000 GENERAL	\$12,253,032.45	\$9,656,491.85	\$8,458,295.44	\$13,451,228.86
1001 GENERAL RESERVE FUND	\$7,951,219.51	\$4,002,368.05	\$47.36	\$11,953,540.20
1002 EMPLOYEE INSURANCE	\$3,439,365.93	\$97,869.63	\$325,174.70	\$3,212,060.86
1005 CORONAVIRUS RELIEF FUND	\$0.00	\$0.00	\$0.00	\$0.00
1800 FLEX SPENDING	\$28,170.78	\$19,989.01	\$4,169.85	\$43,989.94
1825 ANIMAL SHELTER PROJECTS FUN	\$35,005.83	\$154.33	\$1,383.31	\$33,776.85
2000 ROAD	\$5,125,366.24	\$1,939,990.58	\$1,192,264.26	\$5,873,092.56
2003 ADD'L FUEL TAX ACT 416-2019	\$453,533.09	\$45,458.40	\$909.17	\$498,082.32
3000 TREASURER'S AUTOMATION	\$222,591.77	\$20,693.94	\$23,864.61	\$219,421.10
3001 COLLECTOR'S AUTOMATION	\$509,325.20	\$38,286.06	\$54,403.24	\$493,208.02
3002 CIRCUIT COURT AUTOMATION	\$132,560.47	\$2,778.88	\$55.58	\$135,283.77
3004 ASSESSOR'S AMENDMENT 79 FUN	\$243,808.00	\$73.56	\$252.36	\$243,629.20
3005 COUNTY CLERK'S COST	\$729,623.50	\$13,997.81	\$2,462.29	\$741,159.02
3006 RECORDER'S COST	\$1,000,000.00	\$248,602.53	\$248,602.53	\$1,000,000.00
3008 COUNTY LIBRARY	\$1,215,360.53	\$750,678.01	\$246,523.30	\$1,719,515.24
3010 COUNTY CLERK OPERATING	\$37,062.93	\$511.11	\$10.22	\$37,563.82
3012 CHILD SUPPORT COST	\$10,803.68	\$3.20	\$0.06	\$10,806.82
3014 COMMUNICATION FACILITY/EQUIP	\$278,553.83	\$23,414.64	\$7,627.58	\$294,340.89
3017 JAIL OPERATION & MAINTENANCE	\$3,583,951.73	\$3,488,958.12	\$2,120,159.41	\$4,952,750.44
3019 BOATING SAFETY	\$33,197.15	\$9.66	\$0.19	\$33,206.62
3020 EMERGENCY 9-1-1	\$237,753.56	\$113,369.15	\$21,378.01	\$329,744.70
3028 ADULT DRUG COURT	\$25,262.04	\$1,957.36	\$39.15	\$27,180.25
3031 CIRCUIT COURT JUVENILE DIVISIO	\$5,323.23	\$201.79	\$18.84	\$5,506.18
3032 JUVENILE COURT REPRESENTATI	\$4,116.67	\$116.22	\$2.32	\$4,230.57
3039 CIRCUIT CLERK COMMISSIONER F	\$496.50	\$794.30	\$901.53	\$389.27
3042 ASSESSOR'S LATE ASSESSMENT F	\$29,187.04	\$2,458.39	\$0.00	\$31,645.43
3046 AMERICAN RESCUE PLAN ACT	\$23,184,447.57	\$6,904.85	\$5,579,705.00	\$17,611,647.42
3075 CSU FUND	\$77,616.06	\$23.12	\$0.46	\$77,638.72
3400 FEMA	\$0.00	\$0.00	\$0.00	\$0.00
3401 HIV CLINIC	\$161,011.09	\$20,763.92	\$21,451.41	\$160,323.60
3402 LAW LIBRARY	\$401,469.53	\$9,155.07	\$9,322.95	\$401,301.65
3404 DRUG ENFORCEMENT - STATE	\$21,362.31	\$1,393.80	\$142.44	\$22,613.67
3405 DRUG ENFORCEMENT - FEDERAL	\$47,534.10	\$4,214.17	\$1,179.27	\$50,569.00
3406 DRUG COURT PROGRAM FUND	\$209,955.12	\$62.50	\$1.25	\$210,016.37
3501 HIDTA	\$0.00	\$96,705.22	\$96,705.22	\$0.00
3503 RURAL COMMUNITY GRANT	\$432,202.36	\$0.00	\$37.49	\$432,164.87
3510 JDC GRANT FUND	\$31,102.37	\$0.00	\$525.54	\$30,576.83
3511 DEM GRANT FUND	\$115,918.18	\$4,301.00	\$8,856.23	\$111,362.95
3512 ENVIRONMENTAL AFFAIRS GRANT	\$0.00	\$0.00	\$0.00	\$0.00
3513 DRUG COURT GRANT FUND	(\$3,090.18)	\$40,754.09	\$39,890.09	(\$2,226.18)
3514 LAW ENFORCEMENT GRANT FUND	\$111,865.23	\$0.00	\$15,874.29	\$95,990.94
3515 ANIMAL SHELTER GRANT FUND	\$5,114.41	\$1,000.00	\$986.14	\$5,128.27
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	\$5,684.29	\$0.00	\$311.86	\$5,372.43
3525 EMERGENCY RENTAL ASSISTANC	\$2,570,802.58	\$52,435.39	\$985,881.38	\$1,637,356.59
3526 RENTAL ASSISTANCE - ERA 2 GRA	\$2,270,295.30	\$676.14	\$0.00	\$2,270,971.44
3550 CRISIS STABILIZATION UNIT GRAN	\$1,417.94	\$0.42	\$0.00	\$1,418.36
3999 COURT SECURITY GRANT	\$0.00	\$0.00	\$0.00	\$0.00
4800 RADIO SYSTEM SALES TAX	\$10,848,670.46	\$3,231.87	\$15,536.86	\$10,836,365.47
Sub-Total	\$78,078,840.69	\$20,710,848.14	\$19,484,953.19	\$79,304,735.64

ACCOUNT	BEGIN BALANCE	REVENUES	EXPENDITURES	END BALANCE
6000 TREASURER'S COMMISSION	\$1,705,577.04	\$491,088.43	\$0.00	\$2,196,665.47
6002 COLLECTOR'S UNAPPORTIONED	\$13,876,082.23	\$76,813,925.31	\$69,120,222.43	\$21,569,785.11
6003 PROPERTY TAX RELIEF	\$646,186.06	\$192.45	\$0.00	\$646,378.51
6004 DELINQUENT PERSONAL TAX	\$0.00	\$93,548.82	\$93,548.82	\$0.00
6005 DELINQUENT REAL TAXES	\$0.00	\$254,811.69	\$254,811.69	\$0.00
6006 TIMBER TAX	\$0.00	\$16,772.75	\$16,772.75	\$0.00
6008 STATE LAND SALES	\$0.00	\$68,039.30	\$68,039.30	\$0.00
6010 ADMIN JUSTICE	\$0.00	\$68,323.03	\$68,323.03	\$0.00
6011 INTEREST	\$0.00	\$28,907.29	\$28,907.29	\$0.00
6013 COMMON SCHOOL	\$11,367.76	\$3.13	\$0.00	\$11,370.89
6016 COUNTY FIRE PROTECTION PREM	\$0.00	\$14,392.69	\$14,392.69	\$0.00
6017 COUNTY SHERIFF'S OFFICE FUND	\$396.47	\$541.66	\$407.31	\$530.82
6406 BOSTON MOUNTAIN SOLID WASTE	\$811.80	\$0.24	\$0.01	\$812.03
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	\$3,741,586.35	\$3,741,586.35	\$0.00
6499 PAYROLL CLEARING	\$0.00	\$2,718,998.76	\$2,718,998.76	\$0.00
6550 MORROW FIRE DUES	\$0.00	\$4,275.03	\$4,275.03	\$0.00
6551 WHEELER FIRE DUES	\$0.00	\$9,504.10	\$9,504.10	\$0.00
6552 ROUND MOUNTAIN FIRE DUES	\$0.00	\$12,852.21	\$12,852.21	\$0.00
6553 NOB HILL FIRE DUES	\$0.00	\$22,518.99	\$22,518.99	\$0.00
6554 GOSHEN FIRE DUES	\$0.00	\$37,074.01	\$37,074.01	\$0.00
6555 PGROVE/FARM FIRE DUES	\$0.00	\$23,078.11	\$23,078.11	\$0.00
6556 LINCOLN FIRE DUES	\$0.00	\$23,174.92	\$23,174.92	\$0.00
6557 WEDINGTON FIRE DUES	\$0.00	\$14,081.57	\$14,081.57	\$0.00
6558 STRICKLER FIRE DUES	\$0.00	\$5,580.06	\$5,580.06	\$0.00
6559 WHITEHOUSE FIRE DUES	\$0.00	\$2,997.05	\$2,997.05	\$0.00
6560 WEST FORK FIRE DUES	\$0.00	\$18,180.21	\$18,180.21	\$0.00
6601 CITY OF FAYETTEVILLE	\$0.00	\$2,124,470.25	\$2,124,470.25	\$0.00
6602 CITY OF SPRINGDALE	\$0.00	\$2,519,955.15	\$2,519,955.15	\$0.00
6603 CITY OF PRAIRIE GROVE	\$0.00	\$132,578.96	\$132,578.96	\$0.00
6604 CITY OF WEST FORK	\$0.00	\$33,416.73	\$33,416.73	\$0.00
6605 CITY OF LINCOLN	\$0.00	\$37,853.40	\$37,853.40	\$0.00
6606 CITY OF WINSLOW	\$0.00	\$2,771.57	\$2,771.57	\$0.00
6607 CITY OF TONTITOWN	\$0.00	\$223,319.64	\$223,319.64	\$0.00
6608 CITY OF FARMINGTON	\$0.00	\$138,686.79	\$138,686.79	\$0.00
6609 CITY OF GREENLAND	\$0.00	\$14,527.70	\$14,527.70	\$0.00
6610 CITY OF ELKINS	\$0.00	\$44,232.85	\$44,232.85	\$0.00
6611 CITY OF ELM SPRINGS	\$0.00	\$42,020.88	\$42,020.88	\$0.00
6612 CITY OF JOHNSON	\$0.00	\$169,365.07	\$169,365.07	\$0.00
6613 CITY OF GOSHEN	\$0.00	\$38,767.42	\$38,767.42	\$0.00
6614 FAYETTEVILLE LIBRARY	\$0.00	\$2,028,034.96	\$2,028,034.96	\$0.00
6701 FAYETTEVILLE SCHOOL DISTRICT	\$0.00	\$25,356,135.78	\$25,356,135.78	\$0.00
6706 FARMINGTON SCHOOL DISTRICT	\$0.00	\$1,726,483.34	\$1,726,483.34	\$0.00
6710 ELKINS SCHOOL DISTRICT	\$0.00	\$839,390.02	\$839,390.02	\$0.00
6714 WEST FORK SCHOOL DISTRICT	\$0.00	\$687,436.06	\$687,436.06	\$0.00
6721 SILOAM SPRINGS SCHOOL DISTRI	\$0.00	\$245,556.45	\$245,556.45	\$0.00
6723 PRAIRIE GROVE SCHOOL DISTRIC	\$0.00	\$1,848,621.17	\$1,848,621.17	\$0.00
6748 LINCOLN SCHOOL DISTRICT	\$0.00	\$1,042,921.09	\$1,042,921.09	\$0.00
6750 SPRINGDALE SCHOOL DISTRICT	\$0.00	\$21,810,153.37	\$21,810,153.37	\$0.00
6795 GREENLAND SCHOOL DISTRICT	\$0.00	\$1,115,046.13	\$1,115,046.13	\$0.00
6801 RUPPLE IMPROVEMENT DISTRICT	\$0.00	\$6,994.88	\$6,994.88	\$0.00
6803 HOMESTEAD IMP DISTRICT	\$0.00	\$3,565.90	\$3,565.90	\$0.00
6805 BEL CLAIRE IMP DISTRICT	\$0.00	\$3,028.54	\$3,028.54	\$0.00
6840 FAYETTEVILLE TIF DISTRICT	\$0.00	\$135,623.59	\$135,623.59	\$0.00

ACCOUNT	BEGIN BALANCE	REVENUES	EXPENDITURES	END BALANCE
Sub-Total	\$16,242,570.50	\$146,855,405.85	\$138,670,284.38	\$24,427,691.97
Grand Total	\$94,321,411.19	\$167,566,253.99	\$158,155,237.57	\$103,732,427.61

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	1,657,968.56
November	4,128,876.97	4,298,177.47	5,103,775.85	5,358,656.67	5,475,556.00
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	15,339,806.30
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
11/30/2021

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	\$ 782,986.04	8,145.70	1.05%
NOVEMBER	\$ 581,096.92	\$ 622,960.44	\$ 651,848.88	\$ 689,745.13	\$ 761,836.91	\$ 777,284.46	15,447.55	2.03%
DECEMBER	\$ 590,796.20	\$ 605,076.44	\$ 641,516.71	\$ 671,569.35	\$ 745,176.21			
TOTAL	\$ 6,910,773.36	\$ 7,324,872.74	\$ 7,698,124.52	\$ 7,941,069.46	\$ 8,575,504.96	\$ 8,749,748.17	\$ 919,419.42	11.74%
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%			

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	\$ 1,188,443.34	\$ 135,277.65	12.84%
NOVEMBER	\$ 789,828.96	\$ 846,730.01	\$ 885,995.26	\$ 937,503.99	\$ 1,035,491.38	\$ 1,179,789.30	\$ 144,297.92	13.94%
DECEMBER	\$ 803,012.25	\$ 822,422.00	\$ 871,951.74	\$ 912,799.40	\$ 1,012,846.10			
TOTAL	\$ 9,393,147.21	\$ 9,955,992.50	\$ 10,463,317.64	\$ 10,793,529.24	\$ 11,655,856.20	\$ 12,140,195.85	\$ 1,497,185.75	14.06%
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 November (September)	Compared to 2020
Total Distribution	6,080,879.84	
Other General Merchandise Stores	942,413.17	1.97%
Building Material/Supply Stores	436,114.92	8.41%
Sporting Goods/Hobby/Musical Instrument	108,298.76	17.66%
Grocery Stores	271,262.16	9.77%
E-Shopping and Mail-Order Houses	318,931.01	17.66%
Full-Service Restaurants	284,434.44	10.97%
Restaurants and other eating places	215,549.71	44.88%
Electronics and Appliance Stores	199,002.67	28.71%
Drinking Places (Alcohol)	14,649.27	154.90%
Liquor, Beer, Wine Stores	86,811.89	20.09%
Clothing Stores	124,831.06	33.95%
Other Misc Store Retailers	109,041.02	22.44%

	2020 November (September)
Total Distribution	5,315,510.96
Other General Merchandise Stores	924,251.29
Building Material/Supply Stores	402,293.36
Sporting Goods/Hobby/Musical Instrument	92,040.39
Grocery Stores	247,108.20
E-Shopping and Mail-Order Houses	271,057.49
Full-Service Restaurants	256,309.08
Restaurants and other eating places	148,776.01
Electronics and Appliance Stores	154,615.62
Drinking Places (Alcohol)	5,746.98
Liquor, Beer, Wine Stores	72,288.58
Clothing Stores	93,194.10
Other Misc Store Retailers	89,059.08

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

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	\$ 177,315.75	\$ 24,790.30	16.25%
NOVEMBER	\$ 123,750.85	\$ 125,454.20	\$ 134,449.34	\$ 146,731.61	\$ 156,599.73	\$ 185,751.47	\$ 29,151.74	19.10%
DECEMBER	\$ 117,672.65	\$ 122,782.89	\$ 138,605.24	\$ 145,818.02	\$ 144,054.46			
TOTAL	\$ 1,425,104.08	\$ 1,520,611.32	\$ 1,636,858.16	\$ 1,726,981.87	\$ 1,760,483.36	\$ 1,851,933.16	\$ 235,504.26	14.56%
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%			

1002 Employee Insurance
November-21

Beginning Balance: \$3,439,365.93						
	Income			Expense		
	Current	Previous Month	YTD	Current	Previous Month	YTD
AR Blue Cross	\$ -	\$ 61,060.11	\$ 183,865.20	\$ -	\$ -	\$ -
Employee Reimbursement	\$ 206.46	\$ 273.00	\$ 995.61	\$ -	\$ -	\$ -
Excess Commission Distribution - Treasurer	\$ -	\$ -	\$ 5,173.38	\$ -	\$ -	\$ -
Insurance - Retiree Payments	\$ 111,238.19	\$ 111,778.69	\$ 127,578.75	\$ -	\$ -	\$ 723.17
Insurance Premiums from Employees	\$ 84,873.84	\$ 84,907.81	\$ 1,016,685.63	\$ -	\$ -	\$ -
Insurance Contribution from County	\$ -	\$ 306,162.00	\$ 3,388,286.00	\$ -	\$ -	\$ -
Life Insurance Premiums from Employees*	\$ 19,979.47	\$ 19,941.48	\$ 234,955.94	\$ 19,979.47	\$ 19,941.48	\$ 234,955.94
Life Insurance Contribution from County	\$ -	\$ 7,238.00	\$ 79,618.00	\$ -	\$ -	\$ -
Interest	\$ 999.55	\$ 1,072.77	\$ 16,278.02	\$ -	\$ -	\$ -
Benefitfocus	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,519.82
ACA-Centers for Medicare/Medicaid	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,838.22
Blue Administrative Expenses	\$ -	\$ -	\$ -	\$ 17,180.20	\$ 17,344.35	\$ 198,746.15
Conexis	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
First Care North Mana Clinic	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Group Service Underwriters	\$ -	\$ -	\$ -	\$ 33,327.86	\$ 33,720.38	\$ 417,306.08
IMWELL (PREMISE) Health	\$ -	\$ -	\$ -	\$ 16,024.03	\$ 20,552.76	\$ 175,869.18
KARAS Family Walkin Clinic	\$ -	\$ -	\$ -	\$ 6,821.38	\$ -	\$ 10,883.95
Mutual Of Omaha Policy Holder Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MCMAT Background Screening LLC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ozark Guidance Center	\$ -	\$ -	\$ -	\$ 2,058.75	\$ -	\$ 8,235.00
Reliastar Life Insurance Company	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Standard Insurance Company	\$ -	\$ -	\$ -	\$ -	\$ 2,817.79	\$ 32,491.90
TC	\$ -	\$ -	\$ -	\$ 19.99	\$ 1,242.66	\$ 4,002.87
Transfer by Court Order	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
UAMS Family Medical Center	\$ -	\$ -	\$ -	\$ -	\$ 1,328.00	\$ 14,888.01
UAMS Outpatient Therapy Clinic	\$ -	\$ -	\$ -	\$ 989.40	\$ -	\$ 2,446.30
United States Treasury	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Usable Mutual Insurance	\$ -	\$ -	\$ 628.50	\$ 248,348.09	\$ 430,991.84	\$ 3,780,639.86
Wageworks Inc.	\$ 551.59	\$ 551.59	\$ 2,757.95	\$ 405.00	\$ 405.00	\$ 5,060.50
Wash Co FOP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total:	\$ 117,849.10	\$ 492,985.45	\$ 5,056,822.98	\$ 345,154.17	\$ 528,344.26	\$ 4,892,606.95
Ending Balance: \$3,212,060.86						

*goes into 1800 Flex Spending

Washington County, AR

GL8018 Summary Statement of Operations - Expenses by Fund and Department

November 31, 2021

Fund	Department	Budget	Current Actual	YTD Actual	Encumbrance	Balance	% Used w/Encum	% Used Actual Only	
General Fund									
1000	0100	County Judge	475,841	52,359	337,054	3,011	135,776	71.5%	70.8%
1000	0101	County Clerk	592,367	102,461	575,504	3,816	13,047	97.8%	97.2%
1000	0102	Circuit Clerk	607,625	102,826	470,559	10,924	126,143	79.2%	77.4%
1000	0103	Treasurer	236,640	25,898	211,478	954	24,208	89.8%	89.4%
1000	0104	Tax Collector	1,255,131	229,917	1,100,153	9,063	145,915	88.4%	87.7%
1000	0105	Assessor	2,962,935	446,877	2,296,060	315,008	351,868	88.1%	77.5%
1000	0106	Board of Equalization	1,688,401	130,886	1,304,517	229,255	154,630	90.8%	77.3%
1000	0107	Quorum Court	190,207	10,099	129,967	4,214	56,026	70.5%	68.3%
1000	0108	Buildings and Grounds	2,824,541	248,728	2,389,662	195,116	239,763	91.5%	84.6%
1000	0109	Elections	393,210	57,904	322,264	13,333	57,613	85.3%	82.0%
1000	0110	County Planning	347,463	44,066	294,634	2,031	50,798	85.4%	84.8%
1000	0113	Financial Management	434,295	73,263	389,507	3,420	41,368	90.5%	89.7%
1000	0115	Computer/IS Department	1,538,614	172,243	1,132,397	273,819	132,399	91.4%	73.6%
1000	0118	General Services	204,951	11,655	166,462	1,297	37,192	81.9%	81.2%
1000	0119	Archiving/Records Management	3,459	256	3,023	138	298	91.4%	87.4%
1000	0120	Grants Administrator	174,060	30,063	146,303	1,395	26,362	84.9%	84.1%
1000	0121	Human Resources	326,612	31,706	269,491	6,813	50,308	84.6%	82.5%
1000	0122	County Attorney	361,842	39,853	295,699	50,276	15,867	95.6%	81.7%
1000	0300	County Health	17,169	3,000	16,155	128	886	94.8%	94.1%
1000	0301	Ambulance Service	921,174	68,749	756,236	164,938	0	100.0%	82.1%
1000	0308	Animal Shelter	848,356	129,183	700,997	43,337	104,022	87.7%	82.6%
1000	0400	Sheriff	10,654,105	1,551,189	8,841,410	284,553	1,528,141	85.7%	83.0%
1000	0401	Circuit Court I	36,862	2,337	12,823	357	23,681	35.8%	34.8%
1000	0402	Circuit Court II	67,731	1,536	16,332	4,096	47,302	30.2%	24.1%
1000	0403	Circuit Court III	1,430,579	190,899	1,197,854	20,218	212,507	85.1%	83.7%
1000	0404	Circuit Court IV	118,731	11,024	86,164	1,723	30,843	74.0%	72.6%
1000	0405	Circuit Court V	28,483	1,598	18,204	1,684	8,595	69.8%	63.9%
1000	0406	Circuit Court VI	361,659	11,780	305,835	1,825	53,999	85.1%	84.6%
1000	0407	Circuit Court VII	43,713	1,355	19,501	600	23,612	46.0%	44.6%
1000	0408	Circuit Court VIII	115,925	1	9,795	546	105,584	8.9%	8.4%
1000	0409	District Court Fayetteville	49,200	0	33,459	15,741	0	100.0%	68.0%
1000	0410	District Court Springdale	39,137	0	28,471	10,666	0	100.0%	72.7%
1000	0411	District Court Prairie Grove	25,872	0	19,129	6,743	0	100.0%	73.9%
1000	0412	District Court West Fork	25,000	0	13,392	11,608	0	100.0%	53.6%

Fund	Department	Budget	Current Actual	YTD Actual	Encumbrance	Balance	% Used w/Encum	% Used Actual Only	
1000	0413	District Court Elkins	42,468	0	30,839	11,629	0	100.0%	72.6%
1000	0414	DISTRICT COURT JUDGES	46,161	0	46,160	0	1	100.0%	100.0%
1000	0416	Prosecuting Attorney	1,670,743	227,406	1,436,524	13,707	220,512	86.8%	86.0%
1000	0417	Public Defender	840,756	124,479	722,558	15,520	102,678	87.8%	85.9%
1000	0419	Coroner	544,066	76,336	424,226	9,399	110,440	79.7%	78.0%
1000	0420	Constables	51	0	34	0	17	66.3%	66.3%
1000	0428	Sheriff-Work Release	19,170	876	13,670	851	4,649	75.7%	71.3%
1000	0440	COURT REPORORTING SRVCS	27,300	2,275	25,025	2,275	0	100.0%	91.7%
1000	0444	Juvenile Detention	1,585,276	160,716	1,146,152	35,494	403,630	74.5%	72.3%
1000	0500	Dept of Emergency Management	355,875	37,177	277,945	25,905	52,026	85.4%	78.1%
1000	0502	Fire Departments	850,471	211,958	849,934	0	537	99.9%	99.9%
1000	0505	County Judge-Emergency Budget	75,000	0	0	0	75,000	0.0%	0.0%
1000	0702	Environmental Affairs	355,000	33,507	193,005	129,102	32,892	90.7%	54.4%
1000	0800	Veterans Service	211,422	37,709	178,212	3,090	30,120	85.8%	84.3%
1000	0801	Extension Office	222,614	345	167,009	55,500	105	100.0%	75.0%
1000	8888	General-Transfer Out	950,000	0	38,806	0	911,194	4.1%	4.1%
General Fund		37,198,263	4,696,495	29,460,588	1,995,122	5,742,553	84.6%	79.2%	
Employee Insurance Fund									
1002	0125	Employee Insurance	5,304,200	325,155	4,409,222	12,808	882,170	83.4%	83.1%
Employee Insurance Fund		5,304,200	325,155	4,409,222	12,808	882,170	83.4%	83.1%	
Flexible Spending Fund									
1800	0126	Flexible Spending	270,155	4,170	236,836	65,237	(31,918)	111.8%	87.7%
Flexible Spending Fund		270,155	4,170	236,836	65,237	(31,918)	111.8%	87.7%	
Animal Shelter Projects Fund									
1825	0529	Animal Shelter Projects Fund	50,381	1,383	24,719	0	25,662	49.1%	49.1%
Animal Shelter Projects Fund		50,381	1,383	24,719	0	25,662	49.1%	49.1%	
Road Fund									
2000	0200	County Road	9,639,176	1,250,342	7,884,214	192,087	1,562,876	83.8%	81.8%
2000	0201	Road 1/2 Cent Sales Tax	1,725,000	14,483	896,276	16,241	812,483	52.9%	52.0%
2000	8888	Road Transfer Out	80,000	0	80,412	0	(412)	100.5%	100.5%
Road Fund		11,444,176	1,264,825	8,860,901	208,328	2,374,947	79.2%	77.4%	
Add Fuel Tax Act 416-2019									
2003	0220	Add'l Fuel Tax Act 416-2019	414,702	0	4,347	743	409,613	1.2%	1.0%
Add Fuel Tax Act 416-2019		414,702	0	4,347	743	409,613	1.2%	1.0%	
Treasurer's Automation Fund									
3000	0103	Treasurer's Automation	134,647	27,273	111,652	3,153	19,842	85.3%	82.9%
Treasurer's Automation Fund		134,647	27,273	111,652	3,153	19,842	85.3%	82.9%	
Collector's Automation Fund									
3001	0104	Collector's Automation	595,021	58,370	367,630	58,841	168,550	71.7%	61.8%
Collector's Automation Fund		595,021	58,370	367,630	58,841	168,550	71.7%	61.8%	

Fund	Department	Budget	Current Actual	YTD Actual	Encumbrance	Balance	% Used w/Encum	% Used Actual Only	
Circuit Court Automation Fund									
3002	0437	Circuit Court Automation	23,085	0	24,473	1,206	(2,595)	111.2%	106.0%
Circuit Court Automation Fund			23,085	0	24,473	1,206	(2,595)	111.2%	106.0%
Assessor's Amendment 79 Fund									
3004	0105	Assessor's Amendment 79	39,700	252	13,035	5,227	21,438	46.0%	32.8%
Assessor's Amendment 79 Fund			39,700	252	13,035	5,227	21,438	46.0%	32.8%
County Clerk's Cost Fund									
3005	0101	County Clerk's Cost	132,350	1,588	49,067	1,257	82,027	38.0%	37.1%
County Clerk's Cost Fund			132,350	1,588	49,067	1,257	82,027	38.0%	37.1%
Recorder's Cost Fund									
3006	0128	Recorder's Cost	1,327,199	128,591	914,488	26,580	386,131	70.9%	68.9%
3006	8888	Recorder's Costs Transfers Out	800,000	77,755	1,022,640	0	(222,640)	127.8%	127.8%
Recorder's Cost Fund			2,127,199	206,346	1,937,128	26,580	163,491	92.3%	91.1%
County Library Fund									
3008	0600	County Library	2,619,697	233,296	2,378,239	3,982	237,476	90.9%	90.8%
3008	0610	Co Lib-Greenland Branch	18,742	1,514	10,716	222	7,805	58.4%	57.2%
3008	0611	Co Lib-Winslow Branch	14,523	632	9,446	450	4,628	68.1%	65.0%
County Library Fund			2,652,962	235,442	2,398,400	4,653	249,909	90.6%	90.4%
County Clerk Operating Fund									
3010	0101	County Clerk Operating	15,000	0	1,476	272	13,252	11.7%	9.8%
County Clerk Operating Fund			15,000	0	1,476	272	13,252	11.7%	9.8%
Child Support Cost Fund									
3012	8888	Child Support-Transfer Out	13,000	0	10,483	0	2,517	80.6%	80.6%
Child Support Cost Fund			13,000	0	10,483	0	2,517	80.6%	80.6%
Communication Facility/Equip									
3014	0400	Communicatons - Sheriff	379,400	7,159	220,711	105,394	53,295	86.0%	58.2%
Communication Facility/Equip			379,400	7,159	220,711	105,394	53,295	86.0%	58.2%
Jail Operations & Maintenance									
3017	0127	Jail-Maintenance	1,396,108	99,380	940,529	317,832	137,746	90.1%	67.4%
3017	0418	Jail Operations	17,949,828	2,218,270	14,526,443	468,904	2,954,481	83.5%	80.9%
Jail Operations & Maintenance			19,345,936	2,317,649	15,466,972	786,736	3,092,227	84.0%	79.9%
Boating Safety Fund									
3019	0400	Boating Safety	11,900	0	4,638	2,441	4,821	59.5%	39.0%
Boating Safety Fund			11,900	0	4,638	2,441	4,821	59.5%	39.0%
Emergency 911 Fund									
3020	0501	Emergency 911	819,132	22,607	449,178	83,986	285,968	65.1%	54.8%
Emergency 911 Fund			819,132	22,607	449,178	83,986	285,968	65.1%	54.8%
Adult Drug Court Fund									
3028	8888	Drug Court Program Trans Out	36,216	0	29,004	0	7,212	80.1%	80.1%
Adult Drug Court Fund			36,216	0	29,004	0	7,212	80.1%	80.1%

Fund	Department	Budget	Current Actual	YTD Actual	Encumbrance	Balance	% Used w/Encum	% Used Actual Only	
Circuit Court Juv Div Fund									
3031	0446	Circuit Court Juvenile Div	6,500	15	4,085	0	2,415	62.8%	62.8%
Circuit Court Juv Div Fund			6,500	15	4,085	0	2,415	62.8%	62.8%
Circuit Clerk Commissioner Fee									
3039	0129	Circuit Clerk Commissioner Fee	10,000	301	10,000	0	0	100.0%	100.0%
Circuit Clerk Commissioner Fee			10,000	301	10,000	0	0	100.0%	100.0%
American Rescue Plan Fund									
3046	0568	American Rescue Plan Fund	772,624	12,097	85,887	0	686,737	11.1%	11.1%
American Rescue Plan Fund			772,624	12,097	85,887	0	686,737	11.1%	11.1%
HIV Clinic Fund									
3401	0305	HIV Clinic	202,440	27,501	168,953	15,028	18,459	90.9%	83.5%
HIV Clinic Fund			202,440	27,501	168,953	15,028	18,459	90.9%	83.5%
Law Library Fund									
3402	0422	Law Library	113,301	9,162	87,118	12,747	13,436	88.1%	76.9%
Law Library Fund			113,301	9,162	87,118	12,747	13,436	88.1%	76.9%
Drug Enforcement - State Fund									
3404	0400	Drug Enforcement-State	21,300	115	5,694	10,827	4,779	77.6%	26.7%
Drug Enforcement - State Fund			21,300	115	5,694	10,827	4,779	77.6%	26.7%
Drug Enforcement- Fed Fund									
3405	0400	Drug Enforcement-Federal	24,600	1,179	17,413	2,228	4,960	79.8%	70.8%
Drug Enforcement- Fed Fund			24,600	1,179	17,413	2,228	4,960	79.8%	70.8%
HIDTA									
3501	0438	HIDTA 2019	145,697	0	118,197	0	27,500	81.1%	81.1%
3501	0439	HIDTA 2020	325,772	96,705	162,854	0	162,918	50.0%	50.0%
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%
HIDTA			1,032,007	96,705	292,040	0	739,966	28.3%	28.3%
Rural Community Grants Fund									
3503	0603	Brentwood Community Grant	3,533	37	926	753	1,854	47.5%	26.2%
3503	0632	Round Mountain FD	9,088	0	0	0	9,088	0.0%	0.0%
Rural Community Grants Fund			12,620	37	926	753	10,941	13.3%	7.3%
JDC Grant Fund									
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	526	526	0	30,641	1.7%	1.7%
JDC Grant Fund			59,330	526	28,689	0	30,641	48.4%	48.4%
DEM Grant Fund									
3511	0545	MRC	1,560	1,560	1,560	0	0	100.0%	100.0%
3511	0546	MRC2	4,286	4,286	4,286	0	0	100.0%	100.0%
3511	0547	MRC 2013	1,341	998	998	0	342	74.5%	74.5%
3511	0565	SWAT 2018	72,549	0	71,591	0	958	98.7%	98.7%

Fund	Department		Budget	Current Actual	YTD Actual	Encumbrance	Balance	% Used w/Encum	% Used Actual Only
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	2,012	24,148	378	57,096	30.0%	29.6%
3511	0573	SWAT 2019	350,006	0	313,276	36,281	449	99.9%	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	18,450	269,319	6.4%	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	14,290	217,823	529	99.8%	6.1%
DEM Grant Fund			2,337,441	8,856	1,125,397	272,932	939,113	59.8%	48.1%
Drug Court Grant Fund									
3513	0493	SAMHSA 2019/2020	0	0	0	0	0	0.0%	0.0%
3513	0494	SAMHSA 2020/2021	379,130	0	155,839	1,280	222,011	41.4%	41.1%
3513	0495	SAMHSA 2021/2022	399,996	40,754	108,889	20,213	270,894	32.3%	27.2%
3513	0517	Accountability Ct. WCADC	0	(288)	5,112	0	(5,112)		0.0%
3513	0518	Accountability Ct. MCADC	0	0	3,417	0	(3,417)		0.0%
3513	0519	Accountability Ct VTC	0	(576)	4,637	0	(4,637)		0.0%
3513	0524	Veterans Treatment Courts	487,288	0	0	0	487,288	0.0%	0.0%
Drug Court Grant Fund			1,266,414	39,890	277,894	21,494	967,027	23.6%	21.9%
Law Enforcement Grant Fund									
3514	0577	SCAAP 2018	48,320	0	0	48,320	0	100.0%	0.0%
3514	0578	SCAAP 2019	76,382	0	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	15,874	15,874	0	(429)	102.8%	102.8%
Law Enforcement Grant Fund			143,673	15,874	32,201	108,326	3,147	97.8%	22.4%
Animal Shelter Grant Fund									
3515	0308	Animal Shelter	22,244	986	17,230	905	4,109	81.5%	77.5%
Animal Shelter Grant Fund			22,244	986	17,230	905	4,109	81.5%	77.5%
Animal Shelter Projects Fund									
3516	0308	Animal Shelter Projects	49,050	0	0	0	49,050	0.0%	0.0%
Animal Shelter Projects Fund			49,050	0	0	0	49,050	0.0%	0.0%
AOC Juvenile Court Grant									
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	129	4,937	0	5,556	47.1%	47.1%
3519	0542	Juvenile Court Title 2	30,000	183	183	0	29,817	0.6%	0.6%
AOC Juvenile Court Grant			45,684	312	10,312	0	35,372	22.6%	22.6%
Emergency Rental Assistance									
3525	0523	Emergency Rental Assistance	7,167,563	934,305	5,537,148	30,559	1,599,856	77.7%	77.3%
Emergency Rental Assistance			7,167,563	934,305	5,537,148	30,559	1,599,856	77.7%	77.3%

Fund	Department	Budget	Current Actual	YTD Actual	Encumbrance	Balance	% Used w/Encum	% Used Actual Only	
Rental Assistance-ERA 2 Grant									
3526	0528	Rental Assistance-ERA 2 Grant	2,268,543	0	0	0	2,268,543	0.0%	0.0%
		Rental Assistance-ERA 2 Grant	2,268,543	0	0	0	2,268,543	0.0%	0.0%
Crisis Sta. Unit Grant									
3550	0340	Crisis Sta. Unit Grant	1,501,306	0	949,534	0	551,772	63.2%	63.2%
		Crisis Sta. Unit Grant	1,501,306	0	949,534	0	551,772	63.2%	63.2%
Radio System Sales Tax									
4800	0512	Radio System Sales Tax	11,045,600	15,472	1,754,276	30,944	9,260,379	16.2%	15.9%
		Radio System Sales Tax	11,045,600	15,472	1,754,276	30,944	9,260,379	16.2%	15.9%
Overall - Total			109,109,665	10,332,049	74,485,256	3,868,726	30,755,683	71.8%	68.3%

Unappropriated Reserve Balance Report						
11/1/2021 to 11/30/2021						
	1/1/2021	11/1/2021		11/30/2021		
Fund Description	Unappropriated Reserve Balance	Unappropriated Reserve Balance	November Change	Unappropriated Reserve Balance	YTD Change	Change Explanation
1000 - General Fund	3,295,620	3,518,256	(4,074,400)	(556,144)	(3,851,764)	ORD2021-103 Transfer -\$4,000,000; ORD2021-104 CCVIII - \$74,400
1001 - General Reserve Fund	4,500,000	7,910,411	4,000,000	11,910,411	7,410,411	ORD2021-103 Transfer
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	1,578,418		1,578,418	705,761	
2003 - Road Add'l Fuel Tax Fund	29,358	34,010		34,010	4,652	
3000 - Treasurer's Automation Fund	155,384	155,273		155,273	(111)	
3001 - Collector's Automation Fund	192,883	183,501		183,501	(9,382)	
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	285,959		285,959	(8,424)	
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)	(1,092,026)		(1,092,026)	1,227,559	
3019 - Boating Safety Fund	13,498	19,507		19,507	6,009	
3020 - Emergency 911 Fund	5,595	(96,545)		(96,545)	(102,140)	
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	21,783,189	(4,891,883)	16,891,306	16,891,306	ORD2021-98 COVID bonus all employees -(\$4,843,541); ORD2021-105 Jail JDC bonuses (\$48,342)
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	39,678,976	(4,966,283)	34,712,693	18,311,937	
				General Fund	(556,144)	
				Gen Reserve	11,910,411	
				Jail Fund	(1,092,026)	
				Net General	10,262,241	

Item 21-O-140

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 CHANGING THE GRADES
OF VARIOUS POSITIONS IN THE TAX
COLLECTOR BUDGET FOR 2022; AND
APPROPRIATING \$25,926.45 TO VARIOUS
LINE ITEMS IN VARIOUS BUDGETS FOR
2022.**

WHEREAS, the Washington County Job Evaluation Committee passed a motion approving grade changes to various positions in the Tax Collector Budget for 2022 at their August 2021 regularly scheduled meeting; and,

WHEREAS, the Washington County Tax Collector's Office desires to incorporate those grades changes in its 2022 budget.

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

ARTICLE 1. The following personnel positions in the Tax Collector's Budget (10000104) for 2022 are hereby changed as follows: Deputy II Branch Manager, Grade 11 (Position's 104090, 104091, 104092, and 104094) are hereby changed to Grade 15.

ARTICLE 2. The following personnel positions in the Tax Collector's Budget (10000104) for 2022 are hereby changed as follows: Deputy II Cashier/ Clerk, Grade 9 (Position's 104105, 104106, and 104107) are hereby by changed to Grade 11.

ARTICLE 3. The following personnel position in the Tax Collector's Budget (10000104) for 2022 is hereby changed as follows: Deputy I Cashier/ Clerk, Grade 8 (Position 104108) is hereby by changed to Grade 10.

42 **ARTICLE 4.** The following personnel positions in the Tax
43 Collector's Automation Budget (30010104) for 2022 are hereby changed as follows:
44 Deputy II Branch Manager, Grade 11 (Position's 104093 and 104121) are hereby by
45 changed to Grade 15.

46
47 **ARTICLE 5.** The following personnel position in the Tax
48 Collector's Automation Budget (30010104) for 2022 is hereby changed as follows: Deputy
49 I Cashier/ Clerk, Grade 8 (Position 104120) is hereby by changed to Grade 10.

50
51 **ARTICLE 6.** The Quorum Court hereby appropriates
52 \$13,522.47 from the unappropriated reserves of the General Fund (1000) to the following
53 line items in the Tax Collector Budget for 2022:

54			
55	Salaries Full-Time	10000104.1001	\$ 10,942.00
56	Social Security Matching	10000104.1006	904.15
57	Noncontributory Retirement	10000104.1008	1,676.31
58			

59 **ARTICLE 7.** The Quorum Court hereby appropriates
60 \$12,403.98 from the unappropriated reserves of the Tax Collector Automation Fund
61 (3001) to the following line items in the Tax Collector Automation Budget for 2022:

62			
63	Salaries Full-Time	30010104.1001	\$ 10,087.00
64	Social Security Matching	30010104.1006	771.66
65	Noncontributory Retirement	30010104.1008	1,545.33
66			

67
68
69
70 _____
JOSEPH K. WOOD, County Judge

DATE

71
72
73
74 _____
BECKY LEWALLEN, County Clerk

75
76 Introduced by: **JP Lisa Ecke**

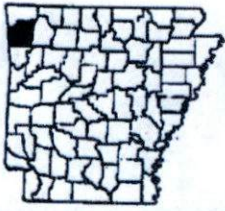
77 Date of Adoption:

78 Members Voting For:

79
80 Members Voting Against:

81 Members Abstaining:

82 Members Absent:



Washington County Arkansas
Tax Collector
Angela Wood

280 N. College - Suite 202
Fayetteville AR 72701
479-444-1526

Real Estate and Personal Property Tax

July 23, 2021

JESAP Committee,

Currently the Collectors office has some of the lowest grades in the county and most all positions have not been up dated for 7 years or more. This is the 1st part of a 3 year program we would like to see get changed starting with our 2022 budget. We have been working hard to get 3 job descriptions up to date (which is our lowest paid employees) and successfully got them rerated. Your approval will benefit 11 employees and put these positions in a little more competitive range to similar jobs in our area.

Sincerely,

A handwritten signature in cursive script that reads "Angela Wood".

Angela Wood

Washington County Deputy II Branch Manager Job Description

Job Code: 15
Exempt: No
Department: Tax Collector
Reports To: Assistant Chief Deputy
Location: Collector Branch Offices
Date Prepared: August 08, 2014
Date Revised: July 15, 2021
Safety Sensitive: No

GENERAL DESCRIPTION OF POSITION

The Deputy II Branch Manager position operates in one of three satellite offices located in Fayetteville, Springdale and Lincoln. This position is responsible for collecting tax monies levied from Washington County's personal property and real estate assessments for current and delinquent tax years. The incumbent is also responsible for a large number of personal property assessment clearances, which are necessary to obtain state registration for motor vehicles. It is essential to carefully update and maintain all property tax records with current mailing information and other identifiable information. In addition to doing extensive researches for citizens trying to obtain their vehicle tag, the Branch Manager often assists the Assessor's office with various application forms, making sure the assessments have the correct mailing addresses, values and other important information. This includes making sure the taxpayer has no delinquent co-owners or owes any delinquent taxes to the county or any other counties across the state of Arkansas. The incumbent must interact with State and other County offices in a respectful and professional manner as well as serve the public in person, by telephone or written communication in a problem solving capacity, often under adverse conditions. Each Branch Manager is responsible for their own daily transactions, receipt reports, worksheets and depositing of all tax monies collected in excess of \$248 million in current tax dollars annually. The incumbent must ensure these tax payments are correctly posted for distribution to enable the operation of schools, city jurisdictions and Washington County operations in accordance with Arkansas State law. Failure to collect tax monies in compliance to this standard may result in a monetary fine.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Responsible for giving tax clearances, collecting various forms of payments from other counties and collecting tax payments from over 200,000 Washington County taxpayers in person while working in a satellite office.
2. Each day the incumbent must run receipt reports, scan all checks, enter all tax payment information into the bookkeeping worksheet and write up the deposit for the daily transactions.
3. Prepare paperwork for bookkeeping and secure deposits in a locked bank bag; create change orders for operations of the next day's business.
4. When giving tax clearances, the incumbent must research the taxpayers and/or co-owners name for any delinquent taxes and determine proof of residency for at least two years.
5. Research and have knowledge of over 7 different databases while communicating with the customers often with a language barrier.

6. Assist customers trying to obtain various State registrations and have knowledge of all State procedures and guidelines.
7. Assist new residents by calling other Arkansas counties for tax clearances and collect acceptable forms of payment for any delinquent taxes owed across the State.
8. Enter all clearance information into the clearance log and/or process payments thru a receipting MO database, then mail to appropriate county.
9. Handle high stress situations alone and resolve problems quickly in a respectful and professional manner.
10. Accurately process either cash, credit/debit card, money order, cashier's check or personal check payments into the Collectors tax paying software.
11. Taxpayers paying with personal check must be written in compliance with our company bank. Compare legal line to box amount written and is dated correctly, before issuing a payment receipt.
12. Provide tax information to realtors, attorneys, abstractors, lending institutions, other counties, and individuals either by phone or in person.
13. Pay close attention to detail when it comes to reading notes on assessments and in the Collectors paying system.
14. Assist the Assessor with various application forms including exemption applications, parcel combinations and homestead credits and value freezes. Check assessments for correct mailing addresses, values and double assessments.
15. Ensure that all necessary office supplies are ordered and available to perform day-to-day operations.
16. Assist in the training process for new employees.
17. Attend appropriate training and courses including education (classes and/or seminars) as may be required by the Collector.
18. Perform any other related duties as required or assigned, such as answering phones, working collector help emails, and returned mail.
19. 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 19 to 23 months related experience and/or training, and 1 to 6 months related management experience, or equivalent combination of education and experience.

COMMUNICATION SKILLS

Ability to read a limited number of words and recognize similarities and differences between words and between series of numbers; Ability to write and speak simple sentences as a means for basic communication. Ability to read and understand simple instructions, short correspondence, notes, letters and memos; Ability to write simple correspondence. Ability to read and understand documents such as policy manuals, safety rules, operating and maintenance instructions, and procedure manuals; Ability to write routine reports and correspondence. 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 add, subtract, multiply and divide numbers. Ability to perform these mathematical skills using money and other forms of measurement.

CRITICAL THINKING SKILLS

Ability to solve practical problems and deal with a variety of known variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, or diagram formats.

REQUIRED CERTIFICATES, LICENSES, REGISTRATIONS

Not indicated.

PREFERRED CERTIFICATES, LICENSES, REGISTRATIONS

Not indicated.

SOFTWARE SKILLS REQUIRED

Intermediate: 10-Key, Accounting, Alphanumeric Data Entry, Contact Management, Database
Basic: 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, in addition, the work operations of a group of employees, all performing basically the same type of work.

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; either of which would affect the work operations of small organizational component and the organization's clientele.

MENTAL DEMAND

Close mental demand. Operations requiring close and continuous attention for control of operations. 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

Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities may include but not limited to interviewing, hiring and training employees; planning, assigning and directing work; appraising performance, rewarding and disciplining employees; addressing complaints and resolving problems. Supervises a small group (3-7) of employees, usually of lower classifications. Assigns and checks work; assists and instructs as required and performs same work as those supervised, or closely related work, a portion of the time. Content of the work supervised is of non-technical nature, but presents numerous situations to which policies and precedents must be interpreted and applied.

Supervises the following departments: 3 Bookkeepers match work throughout the day to balance daily collections, deposit and scan checks to match the tax payer and collector's software. This position performance is directly related to the overall collection balance of the Collector's Office. Our Branch managers collect over 20% of Collector's total collections and recordkeeping. Managers work together checking each other's work. They do the same work but have the responsibility to watch-over each other in a supervisory capacity.

RESPONSIBILITY FOR FUNDS, PROPERTY and EQUIPMENT

Regularly responsible for funds, building premises, inventory, or other property owned, controlled, or leased by the organization and, in addition, may have temporary custody and responsibility of patron property, which through carelessness, error, loss, theft, misappropriation, or similar action would result in very important monetary losses to the organization. The total value for the above would range from \$1,000,000 to \$10,000,000.

ACCURACY

Probable errors would not likely be detected until they reached another department, office or patron, and would then require considerable time and effort to correct the situation. Frequently, possibility of error that would affect the organization's prestige and relationship with the public to a limited extent, but where succeeding operations or supervision would normally preclude the possibility of a serious situation arising as a result of the error or decision.

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.

None. Job does not create any dollar monetary impact for the organization.

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, either within the office or in the field. May also involve occasional self-initiated contacts to patrons. Lack of tact and judgment may result in a limited type of problem for 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.

USE OF MACHINES, EQUIPMENT AND/OR COMPUTERS

Occasional use of highly complex machines and equipment; specialized or advanced software programs.

WORKING CONDITIONS

Periodically exposed to such elements as noise, intermittent standing, walking, pushing, carrying, or lifting; but none are present to the extent of being disagreeable.

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.

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, low physical. Work activities which allow for a moderate amount of diversity in the performance of tasks which are not as varied as those positions with high-level diversity and decision-making.

While performing the functions of this job, the employee is continuously required to sit, reach with hands and arms, talk or hear; regularly required to use hands to finger, handle, or feel; occasionally required to stand, walk, stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 25 pounds; frequently lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision; and color vision.

ADDITIONAL INFORMATION

2 years of Bank Teller and/or Cashier experience, computer and good customer service and multi-tasking skills with knowledge of email, word, excel and data entry. Must be able to communicate clearly and handle disgruntled taxpayers.

DBCompensation Job Valuing Summary

SCENARIO **Washington County**
August 2021
 POSITION **Deputy II Branch Manager**
JOB CODE: 15

FACTOR	BASIS FOR JOB VALUING	DEGREE	VALUE
1	Experience-General: Minimum time to become familiar with requirements of the job.	4	44
2	Experience-Minimum time to become familiar with management requirements of the job.	1	33
3	Education: Preliminary formalized training or self-development expressed in terms of equivalent formal education.	3	32
4	Initiative & Ingenuity: Measure of ability to proceed alone, make decisions within authority, and ability to comprehend assignment.	4A 4	6 50
		4B 4	
		4C 4	
5	Mental Demand: Measure of degree of concentration and sensory alertness.	4	49
6	Analytical Ability/Problem Solving: Opportunity to apply analytical ability and self-starting thinking.	5	70
7	Responsibility for Work of Others - Supervision: Appraises responsibility for work and direction of others.	2	33
8	Responsibility for Funds, Equipment, Property, Etc.: Personal responsibility and accountability for receipt, storage, issue, or use.	6	80
9	Responsibility for Accuracy: Opportunity for and probable effect of errors.	4	44
10	Accountabilities: Freedom to act, monetary impact, and impact on end results.	10A 5	7 70
		10B 0	
		10C 3	
11	Contacts with Public: Responsibility for effective handling of contacts.	4	57
12	Contacts with Employees: Responsibility for effective handling of others.	4	38
13	Machine-Computer Operations	5	76
14	Working Conditions	2	12
15	Physical Demand	2	8

TOTAL VALUE 696

SIGNED: _____

WASHINGTON COUNTY
Job Evaluation

JOB TITLE: Deputy II Branch Manager

Same

Factor	Basis for Rating	Current Rating	Proposed Rating	Points
1	<u>Experience-General</u> : Minimum time to become familiar with requirements of the job.	3	4	44
2	<u>Experience-Mgmt</u> : Minimum time to become familiar with management requirements of the job.	1	1	33
3	<u>Education</u> : Preliminary formalized training or self-development expressed in terms of equivalent formal education.	3	3	32
4	<u>Initiative & Ingenuity</u> : Measure of ability to proceed alone, make decisions within authority, & ability to comprehend assignment.	5	6	50
5	<u>Mental Demand</u> : Measure of degree of concentration and sensory alertness.	4	4	49
6	<u>Analytical Ability/Problem Solving</u> : Opportunity to apply analytical ability and self-starting thinking.	5	5	70
7	<u>Responsibility for Work of Others - Supervision</u> : Appraises responsibility for work and direction of others.	1	2	33
8	<u>Responsibility for Funds, Equipment, Property, Etc.</u> : Personal responsibility and accountability for receipt, storage, issue, or use.	3	6	80
9	<u>Responsibility for Accuracy</u> : Opportunity for and probable effect of errors.	3	4	44
10	<u>Accountabilities</u> : Freedom to act, monetary impact, & impact on end results.	7	7	70
11	<u>Contacts with Public</u> : Responsibility for effective handling of contacts.	4	4	57
12	<u>Contacts with Employees</u> : Responsibility for effective handling of contacts.	3	4	38
13	<u>Machine Operations</u> :	4	5	76
14	<u>Working Conditions</u> :	2	2	12
15	<u>Physical Demand</u> :	2	2	8
		533		696
	Washington County Salary Grade Level	11		15

Signed: _____

Date: July 15, 2021

**Washington County
Deputy I - Cashier/Clerk
Job Description**

Job Code: 10
Exempt: No
Department: Collector
Reports To: Deputy II Cashier/Clerk & Deputy II Branch Manager
Location: New Court House at 280 N College Ave, Fayetteville
Date Prepared: July 15, 2021
Date Revised:
Safety Sensitive: No

GENERAL DESCRIPTION OF POSITION

The Deputy Collector I position is responsible for collecting tax monies levied from Washington County's personal property and real estate assessments as well as various improvement taxes for current and delinquent years. The incumbent is responsible for maintaining property tax records including current mailing information, unique taxpayer IDs and any other identifying information. The incumbent must interact with the public in person, by telephone and written communication in a problem solving capacity, often under adverse conditions. This includes calculating accurate amounts for delinquent collections, which requires figuring penalty amounts and interest payments. The incumbent must interact with other county offices as well as other professionals when necessary to solve a taxpayer problem. The incumbent often researches tax records while investigating a taxpayer issue. All property tax monies must be accurately processed in accordance with Arkansas state law. Failure to collect tax monies in compliance to this standard may result in a monetary fine. The incumbent must ensure all office functions are performed efficiently in accordance with Washington County policies and procedures in a professional and timely manner. The Deputy Collector I position is responsible for collecting over \$248 million current tax dollars annually and must ensure these tax payments are correctly posted for distribution to enable the operation of schools, city jurisdictions, and Washington County operations.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. When working at the front counter, you will be assigned a cash drawer for processing tax payments from walk in taxpayers for current and delinquent taxes. If you are not assigned to the front counter you will be processing payments from taxpayers either over the phone or by mail. Washington County has over 200,000 taxpayers.
2. Research the taxpayers name and Verify or update any new mailing addresses or other identifying information for taxpayer.
3. Pay attention to any comments noted on the taxpayer system (for various reasons) before payment is made. Research the property detail and identify the correct year and amount the taxpayer owes.
4. Accurately process either cash, credit/debit card, money order, cashier's check or personal check payments in the Collectors software system.
5. Taxpayers paying with personal check must be written in compliance with our company bank. Compare legal line to box amount written and is dated correctly, then issue receipt of paid taxes to taxpayer either by mail or email.

6. Insure that all tax money received is correctly entered into the system for accurate tax reporting.
7. If assigned a cash drawer you will need to balance at the end of your shift and send all tax payments received to our bookkeeping department to be balanced against receipts issued and then deposited.
8. Handle large volumes of calls occasionally with disgruntled citizens, with professionalism and tact. Be able to establish control of the conversation, despite high emotions, in person or by telephone.
9. Navigate thru the Assessor's office system and website and learn how to break down assessed values and amounts on personal property when requested.
10. Provide accurate information to realtors, attorneys, abstractors, lending institutions and taxpayers either by phone or in person.
11. Provide a tax clearance for taxpayers either in person, by phone from other counties, State organizations or by online assessments received from the Assessor's office for mailing. You will give clearances according to the individual's residence status from the previous year or by any notes saying otherwise in the collector or assessors system.
12. Collect money orders for any delinquent taxes owed to other counties. Ensure that all the other county information is correct on money order and enter the information into a database before mailing. Any clearances given from other counties will also be logged in our clearance log database.
13. Often times you will need to educate new residence and citizens of Washington County the proper procedures for obtaining a vehicle registration/tag renewal.
14. Provide assistance in the branch office as necessary to accept tax payments and balance cash drawers.
15. You will be responsible for any longs and or shorts of payments not correctly receipted.
16. Periodically handle returned mail by searching for new address, etc.
17. 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 12 to 18 months related experience and/or training, or equivalent combination of education and experience.

COMMUNICATION SKILLS

Ability to read a limited number of words and recognize similarities and differences between words and between series of numbers; Ability to write and speak simple sentences as a means for basic communication. Ability to read and understand simple instructions, short correspondence, notes, letters and memos; Ability to write simple correspondence. Ability to read and understand documents such as policy manuals, safety rules, operating and maintenance instructions, and procedure manuals;

Ability to write routine reports and correspondence. 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 add, subtract, multiply and divide numbers. Ability to perform these mathematical skills using money and other forms of measurement.

CRITICAL THINKING SKILLS

Ability to utilize common sense understanding in order to carry out written, oral or diagrammed instructions. Ability to deal with problems involving several known variables in situations of a routine nature.

REQUIRED CERTIFICATES, LICENSES, REGISTRATIONS

Not indicated.

PREFERRED CERTIFICATES, LICENSES, REGISTRATIONS

Not indicated.

SOFTWARE SKILLS REQUIRED

Intermediate: 10-Key, Accounting, Alphanumeric Data Entry, Contact Management, Database
Basic: Spreadsheet, Word Processing/Typing

INITIATIVE AND INGENUITY

SUPERVISION RECEIVED

Under general supervision where standard practice enables the employee to proceed alone on routine work, referring all questionable cases to supervisor.

PLANNING

Limited responsibility with regard to general assignments in planning time, method, manner, and/or sequence of performance of own work operations.

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

Moderate mental demand. Operations requiring almost continuous attention, but work is sufficiently repetitive that a habit cycle is formed; operations requiring intermittent directed thinking to determine or select materials, equipment or operations where variable sequences may be selected by the employee.

ANALYTICAL ABILITY / PROBLEM SOLVING

Moderately repetitive. Activities with slight variation using a definite set of processes or directions with some degree of supervision. Choice of learned things in situations which conform to clearly established patterns and modes.

RESPONSIBILITY FOR WORK OF OTHERS

No

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 not likely be detected until they reached another department, office or patron, and would then require considerable time and effort to correct the situation. Frequently, possibility of error that would affect the organization's prestige and relationship with the public to a limited extent, but where succeeding operations or supervision would normally preclude the possibility of a serious situation arising as a result of the error or decision.

ACCOUNTABILITY

FREEDOM TO ACT

Generally controlled. General processes covered by established policies and standards with supervisory 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.

None. Job does not create any dollar monetary impact for the organization.

IMPACT ON END RESULTS

Modest impact. Job has some impact on the organizations end results, but still from an indirect level. Provides assistance and support services that facilitates decision making by others.

PUBLIC CONTACT

Regular contacts with patrons, either within the office or in the field. May also involve occasional self-initiated contacts to patrons. Lack of tact and judgment may result in a limited type of problem for the organization.

EMPLOYEE CONTACT

Contacts of considerable importance within the department or office, such as those required in coordination of effort, or frequent contacts with other departments or offices, generally in normal course of performing duties. Requires tact in discussing problems and presenting data and making recommendations, but responsibility for action and decision reverts to others.

USE OF MACHINES, EQUIPMENT AND/OR COMPUTERS

Occasional use of highly complex machines and equipment; specialized or advanced software programs.

WORKING CONDITIONS

Somewhat disagreeable working conditions. Continuously exposed to one or two elements such as noise, intermittent standing, walking; and pushing, carrying, or lifting. May involve some travel and/or work is at times, in the evening or during the night hours.

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 occasionally exposed to work near moving mechanical parts. The noise level in the work environment is usually quiet.

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.

Highly repetitive, low physical. Highly repetitive type of work which requires concentration in the performance of tasks for consistent time cycles as prescribed by the tasks.

While performing the functions of this job, the employee is continuously required to sit, use hands to finger, handle, or feel, reach with hands and arms, talk or hear; occasionally required to stand, walk, stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 25 pounds; frequently lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision; and color vision.

ADDITIONAL INFORMATION

1 year of Bank Teller or Cashier experience, basic computer and good customer service skills with knowledge of email, word, excel and data entry. Must be able to communicate clearly and handle disgruntled taxpayers.

DBCompensation Job Valuing Summary

SCENARIO **Washington County**
August 2021
 POSITION **Deputy I - Cashier/Clerk**
 JOB CODE: **10**

FACTOR	BASIS FOR JOB VALUING	DEGREE	VALUE
1	Experience-General: Minimum time to become familiar with requirements of the job.	3	34
2	Experience-Minimum time to become familiar with management requirements of the job.	0	
3	Education: Preliminary formalized training or self-development expressed in terms of equivalent formal education.	3	32
4	Initiative & Ingenuity: Measure of ability to proceed alone, make decisions within authority, and ability to comprehend assignment.	4A 3	4 29
		4B 3	
		4C 3	
5	Mental Demand: Measure of degree of concentration and sensory alertness.	3	28
6	Analytical Ability/Problem Solving: Opportunity to apply analytical ability and self-starting thinking.	3	33
7	Responsibility for Work of Others - Supervision: Appraises responsibility for work and direction of others.	0	
8	Responsibility for Funds, Equipment, Property, Etc.: Personal responsibility and accountability for receipt, storage, issue, or use.	4	32
9	Responsibility for Accuracy: Opportunity for and probable effect of errors.	4	44
10	Accountabilities: Freedom to act, monetary impact, and impact on end results.	10A 4	5 43
		10B 0	
		10C 2	
11	Contacts with Public: Responsibility for effective handling of contacts.	4	57
12	Contacts with Employees: Responsibility for effective handling of others.	3	28
13	Machine-Computer Operations	5	76
14	Working Conditions	3	18
15	Physical Demand	4	19
TOTAL VALUE			473

SIGNED: _____

WASHINGTON COUNTY
Job Evaluation

JOB TITLE: Deputy I - Cashier/Clerk

Same

Factor	Basis for Rating	Current Rating	Proposed Rating	Points
1	<u>Experience-General:</u> Minimum time to become familiar with requirements of the job.	2	3	34
2	<u>Experience-Mgmt:</u> Minimum time to become familiar with management requirements of the job.	0	0	0
3	<u>Education:</u> Preliminary formalized training or self-development expressed in terms of equivalent formal education.	3	3	32
4	<u>Initiative & Ingenuity:</u> Measure of ability to proceed alone, make decisions within authority, & ability to comprehend assignment.	4	4	29
5	<u>Mental Demand:</u> Measure of degree of concentration and sensory alertness.	3	3	28
6	<u>Analytical Ability/Problem Solving:</u> Opportunity to apply analytical ability and self-starting thinking.	3	3	33
7	<u>Responsibility for Work of Others - Supervision:</u> Appraises responsibility for work and direction of others.	0	0	0
8	<u>Responsibility for Funds, Equipment, Property, Etc.:</u> Personal responsibility and accountability for receipt, storage, issue, or use.	5	4	32
9	<u>Responsibility for Accuracy:</u> Opportunity for and probable effect of errors.	4	4	44
10	<u>Accountabilities:</u> Freedom to act, monetary impact, & impact on end results.	5	5	43
11	<u>Contacts with Public:</u> Responsibility for effective handling of contacts.	4	4	57
12	<u>Contacts with Employees:</u> Responsibility for effective handling of contacts.	3	3	28
13	<u>Machine Operations:</u>	4	5	76
14	<u>Working Conditions:</u>	3	3	18
15	<u>Physical Demand:</u>	2	4	19
		430		473
	Washington County Salary Grade Level	8		10

Signed: _____

Date: July 15, 2021

Washington County Deputy II - Cashier/Clerk Job Description

Job Code: 11
Exempt: No
Department: Tax Collector
Reports To: Deputy III Collector
Location: New Court House
Date Prepared: July 14, 2021
Date Revised: July 15, 2021
Safety Sensitive: No

GENERAL DESCRIPTION OF POSITION

The Deputy Collector II position is responsible for collecting tax monies levied from Washington County's personal property and real estate assessments as well as various improvement taxes for current and delinquent years. The incumbent is responsible for maintaining property tax records including current mailing information, unique taxpayer IDs and any other identifying information. The incumbent must interact with the public in person, by telephone and written communication in a problem-solving capacity, often under adverse conditions. This includes calculating accurate amounts for delinquent collections that requires figuring penalty amounts and interest payments. The incumbent will be cross-trained to assist in other departments or fill in at the branch offices when necessary and interact with other county offices as well as other professionals when necessary to solve a taxpayer problem. The incumbent often researches tax records while investigating a taxpayer issue. All property tax monies must be accurately processed in accordance with Arkansas state law. Failure to collect tax monies in compliance to this standard may result in a monetary fine. The incumbent must ensure all office functions are performed efficiently in accordance with Washington County policies and procedures in a professional and timely manner. The Deputy Collector II position is responsible for collecting over \$248 million current tax dollars annually and must ensure these tax payments are correctly posted for distribution to enable the operation of schools, city jurisdictions, and Washington County operations.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Will be responsible for accepting tax payments from over 200,000 Washington County taxpayers in person when working an assigned cash drawer on the front counter for current and delinquent taxes, as well as processing tax payments by telephone and mail when at your desk.
2. Research the taxpayers name and Verify or update any new mailing addresses or other identifying information for taxpayer.
3. Pay attention to any comments noted on the taxpayer system (for various reasons) before payment is made and respond accordingly. Research the property detail and identify the correct year and amount the taxpayer owes.
4. Accurately process either cash, credit/debit card, money order, cashier's check or personal check payments in the Collectors software system.
5. Taxpayers paying with personal check must be written in compliance with our company bank. Compare legal line to box amount written and is dated correctly, before issue receipt of paid taxes to taxpayer either by mail or email.

6. Insure that all tax money received is correctly entered into the system for accurate tax reporting.
7. Successfully cross-train in other department work areas as required by the Collector.
8. Assist or operate branch offices in absence of the branch manager for vacation or sick leave. Balance cash drawer and prepare daily worksheets and deposits for bookkeeping to be verified and balanced against receipts issued and then deposited.
9. Handle large volumes of calls occasionally with disgruntled citizens, in a professional and tactful manner. Be able to establish control of the conversation, despite high emotions, in person or by telephone.
10. Navigate the Assessor's Computer Assisted Mass Appraisal (CAMA) system and website in order to break down assessed values on real and personal property when requested.
11. Provide accurate information to realtors, attorneys, abstractors, lending institutions and taxpayers either by phone or in person.
12. Provide a tax clearance for taxpayers either in person, or by phone from other counties, State organizations and by online assessments received from the Assessor's office. Provide clearances according to the individual's residence status from the previous year or by any notes saying otherwise in the collector or assessors system.
13. Collect money orders for any delinquent taxes owed to other counties. Ensure that all former county information is correct on money order and record appropriate information into a database before remitting payment. Any clearances given from other counties will also be logged into the clearance log database.
14. You will frequently need to advise and educate new residents and existing citizens of Washington County concerning the proper procedures for obtaining a vehicle registration/tag renewal.
15. Maintain County to County clearance log.
16. Assist Clerk supervisor and co-cashiers with balancing and cash counts of \$1000 or more and help in other departments when needed.
17. You will be responsible for any discrepancies, including longs and/or shorts of payments incorrectly receipted.
18. Periodically handle return mail by searching for new address, etc. using various resources, including other county offices and web sites.
19. Successfully complete continuing education (classes and/or workshops) as may be required by the Collector.
20. 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 19 to 23 months related experience and/or training, or equivalent combination of education and experience.

COMMUNICATION SKILLS

Ability to read a limited number of words and recognize similarities and differences between words and between series of numbers; Ability to write and speak simple sentences as a means for basic communication. Ability to read and understand simple instructions, short correspondence, notes, letters and memos; Ability to write simple correspondence. Ability to read and understand documents such as policy manuals, safety rules, operating and maintenance instructions, and procedure manuals; Ability to write routine reports and correspondence. 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 add, subtract, multiply and divide numbers. Ability to perform these mathematical skills using money and other forms of measurement.

CRITICAL THINKING SKILLS

Ability to utilize common sense understanding in order to carry out written, oral or diagrammed instructions. Ability to deal with problems involving several known variables in situations of a routine nature.

REQUIRED CERTIFICATES, LICENSES, REGISTRATIONS

Not indicated.

PREFERRED CERTIFICATES, LICENSES, REGISTRATIONS

Not indicated.

SOFTWARE SKILLS REQUIRED

Intermediate: 10-Key, Accounting, Alphanumeric Data Entry, Contact Management, Database
Basic: Spreadsheet, Word Processing/Typing

INITIATIVE AND INGENUITY**SUPERVISION RECEIVED**

Under general supervision where standard practice enables the employee to proceed alone on routine work, referring all questionable 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

Moderate mental demand. Operations requiring almost continuous attention, but work is sufficiently repetitive that a habit cycle is formed; operations requiring intermittent directed thinking to determine or select materials, equipment or operations where variable sequences may be selected by the employee.

ANALYTICAL ABILITY / PROBLEM SOLVING

Moderately structured. Fairly broad activities using moderately structured procedures with only generally guided supervision. Interpolation of learned things in somewhat varied situations.

RESPONSIBILITY FOR WORK OF OTHERS

Lead role with in the absence of the Deputy II Branch Manager

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 \$150,000 to \$1,000,000.

ACCURACY

Probable errors would not likely be detected until they reached another department, office or patron, and would then require considerable time and effort to correct the situation. Frequently, possibility of error that would affect the organization's prestige and relationship with the public to a limited extent, but where succeeding operations or supervision would normally preclude the possibility of a serious situation arising as a result of the error or decision.

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.

None. Job does not create any dollar monetary impact for the organization.

IMPACT ON END RESULTS

Modest impact. Job has some impact on the organizations end results, but still from an indirect level. Provides assistance and support services that facilitates decision making by others.

PUBLIC CONTACT

Regular contacts with patrons, either within the office or in the field. May also involve occasional self-initiated contacts to patrons. Lack of tact and judgment may result in a limited type of problem for 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.

USE OF MACHINES, EQUIPMENT AND/OR COMPUTERS

Occasional use of highly complex machines and equipment; specialized or advanced software programs.

WORKING CONDITIONS

Periodically exposed to such elements as noise, intermittent standing, walking, pushing, carrying, or lifting; but none are present to the extent of being disagreeable.

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 occasionally exposed to work near moving mechanical parts. 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.

Semi-repetitive, low physical. Semi-repetitive type work which requires periods of concentration for varied time cycles as prescribed by the tasks.

While performing the functions of this job, the employee is continuously required to sit, use hands to finger, handle, or feel, reach with hands and arms; regularly required to talk or hear; occasionally required to stand, walk, stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 25 pounds; frequently lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision; and color vision.

ADDITIONAL INFORMATION

2 years of Bank Teller or Cashier experience, computer and good customer service skills with knowledge of email, word, excel and data entry. Must be able to communicate clearly and handle disgruntled taxpayers in a professional and tactful manner.

DBCompensation Job Valuing Summary

SCENARIO **Washington County**
August 2021
 POSITION **Deputy II - Cashier/Clerk**
 JOB CODE: **11**

FACTOR	BASIS FOR JOB VALUING	DEGREE	VALUE
1	Experience-General: Minimum time to become familiar with requirements of the job.	5	54
2	Experience-Minimum time to become familiar with management requirements of the job.	0	
3	Education: Preliminary formalized training or self-development expressed in terms of equivalent formal education.	3	32
4	Initiative & Ingenuity: Measure of ability to proceed alone, make decisions within authority, and ability to comprehend assignment.	4A 3	4 29
		4B 3	
		4C 3	
5	Mental Demand: Measure of degree of concentration and sensory alertness.	3	28
6	Analytical Ability/Problem Solving: Opportunity to apply analytical ability and self-starting thinking.	4	46
7	Responsibility for Work of Others - Supervision: Appraises responsibility for work and direction of others.	0	
8	Responsibility for Funds, Equipment, Property, Etc.: Personal responsibility and accountability for receipt, storage, issue, or use.	5	48
9	Responsibility for Accuracy: Opportunity for and probable effect of errors.	4	44
10	Accountabilities: Freedom to act, monetary impact, and impact on end results.	10A 5	6 51
		10B 0	
		10C 2	
11	Contacts with Public: Responsibility for effective handling of contacts.	4	57
12	Contacts with Employees: Responsibility for effective handling of others.	4	38
13	Machine-Computer Operations	5	76
14	Working Conditions	2	12
15	Physical Demand	3	13
TOTAL VALUE			528

SIGNED: _____

WASHINGTON COUNTY
Job Evaluation

JOB TITLE: Deputy II - Cashier/Clerk

Same

Factor	Basis for Rating	Current Rating	Proposed Rating	Points
1	<u>Experience-General</u> : Minimum time to become familiar with requirements of the job.	4	5	54
2	<u>Experience-Mgmt</u> : Minimum time to become familiar with management requirements of the job.	0	0	0
3	<u>Education</u> : Preliminary formalized training or self-development expressed in terms of equivalent formal education.	3	3	32
4	<u>Initiative & Ingenuity</u> : Measure of ability to proceed alone, make decisions within authority, & ability to comprehend assignment.	4	4	29
5	<u>Mental Demand</u> : Measure of degree of concentration and sensory alertness.	3	3	28
6	<u>Analytical Ability/Problem Solving</u> : Opportunity to apply analytical ability and self-starting thinking.	4	4	46
7	<u>Responsibility for Work of Others - Supervision</u> : Appraises responsibility for work and direction of others.	0	0	0
8	<u>Responsibility for Funds, Equipment, Property, Etc.</u> : Personal responsibility and accountability for receipt, storage, issue, or use.	5	5	48
9	<u>Responsibility for Accuracy</u> : Opportunity for and probable effect of errors.	4	4	44
10	<u>Accountabilities</u> : Freedom to act, monetary impact, & impact on end results.	6	6	51
11	<u>Contacts with Public</u> : Responsibility for effective handling of contacts.	4	4	57
12	<u>Contacts with Employees</u> : Responsibility for effective handling of contacts.	3	3	38
13	<u>Machine Operations</u> :	4	5	76
14	<u>Working Conditions</u> :	2	2	12
15	<u>Physical Demand</u> :	2	3	13
		465		528
	Washington County Salary Grade Level	9		11

Signed: _____

Date: July 15, 2021

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 CHANGING THE TITLE OF THE LEAD DEPUTY CORONER POSITION IN THE CORONER BUDGET FOR 2022.

WHEREAS, the Washington County Coroner desires to change the title of the Lead Deputy Coroner to Chief Deputy Coroner for 2022.

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

ARTICLE 1. The title of the personnel position of Lead Deputy Coroner, Grade 18 (Positions 0419003) in the Coroner budget of the General Fund (10000419) is hereby changed to Chief Deputy Coroner for 2022.

JOSEPH K. WOOD, County Judge

DATE

BECKY LEWALLEN, County Clerk

Introduced by: JP Lisa Ecke
Date of Adoption:
Members Voting For:
Members Voting Against:

Item 21-O-146

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 CHANGING THE GRADES
OF TWO POSITIONS IN THE PROSECUTOR
BUDGET FOR 2022; AND APPROPRIATING
\$9,833.91 TO VARIOUS LINE ITEMS IN THE
PROSECUTOR BUDGET FOR 2022.**

WHEREAS, the Washington County Job Evaluation Committee passed a motion approving grade changes to two positions in the Prosecutor Budget for 2022 at their July 2021 regularly scheduled meeting; and,

WHEREAS, the Prosecutor's Office desires to incorporate those grades changes in its 2022 budget.

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

ARTICLE 1. The following personnel position in the Prosecutor Budget (10000416) for 2022 is hereby changed as follows: Office Administrator, Grade 17 (Position 0416005) is hereby changed to Grade 20.

ARTICLE 2. The following personnel position in the Prosecutor Budget (10000416) for 2022 is hereby changed as follows: Bilingual Victim Assistance, Grade 13 (Position 0416017) is hereby by changed to Grade 14.

ARTICLE 3. The Quorum Court hereby appropriates \$9,833.91 from the unappropriated reserves of the General Fund (1000) to the following line items in the Prosecutor Budget for 2022:

Salary Full-Time	10000416.1001	\$ 7,997.00
Social Security Matching	10000416.1006	611.77
Noncontributory Retirement	10000416.1008	1,225.14

42
43
44
45
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JOSEPH K. WOOD, County Judge

DATE

BECKY LEWALLEN, County Clerk

Introduced by: **JP Lisa Ecke**

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 \$501,324.10 FROM UNAPPROPRIATED RESERVES IN THE ROAD FUND (2000) TO VARIOUS LINE ITEMS IN THE ROAD DEPARTMENT BUDGET (20000200) FOR 2022.

WHEREAS, the current economy has gravely impacted the Road Department’s ability to hire and retain budgeted positions; and,

WHEREAS, in light of that impact, the Road Department is currently experiencing an unprecedented inability to fill vacant job positions; and,

WHEREAS, the Road Department’s current wage structure lags far behind the private market and greatly hinders its ability to pay competitive wages; and,

WHEREAS, this critical staffing shortage will inevitably severely impact the Road Departments ability to maintain county roads; and,

WHEREAS, the care and maintenance of the County road system is critically important to the local economy and the overall health and well-being of County citizens; and,

WHEREAS, the Quorum Court desires to address this wage inequity by increasing the wages of hourly Road Department employees, as follows: employees that make \$17.99 per hour or less receive a \$3.00 per hour raise; employees that make \$18.00-19.99 per hour receive a \$2.00 per hour raise; and, employees that make \$20.00 per hour or greater receive a \$1.00 per hour raise.

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42 **NOW, THEREFORE, BE IT ORDAINED BY THE QUORUM**
43 **COURT OF WASHINGTON COUNTY, ARKANSAS:**
44

45 **ARTICLE 1.** There is hereby appropriated the amount of
46 \$501,324.10 from unappropriated reserves in the Road Fund (2000) to the following line
47 items in the Road Department Budget for 2022:
48

49	Salaries, Full-Time	20000200.1001	\$ 407,680.00
50	Social Security Matching	20000200.1006	31,187.52
51	Noncontributory Retirement	20000200.1008	62,456.58

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60 _____
61 JOSEPH K. WOOD, County Judge

60 _____
61 DATE

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66 BECKY LEWALLEN, County Clerk
67
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69 Introduced by: **JP Willie Leming**

70 Date of Adoption:

71 Members Voting For:

72 Members Voting Against:

73 Members Abstaining:

74 Members Absent:
75
76

77 Committee History:

78 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 \$227,642.06 FROM THE ROAD FUND (2000) TO VARIOUS LINE ITEMS IN THE COUNTY ROAD BUDGET (2000.0200) FOR 2022.

WHEREAS, the Washington County Road Department provides critical infrastructure services to the County roadway system; and,

WHEREAS, the Road Department’s current wage structure impedes its ability to attract and retain necessary employees; and,

WHEREAS, the Quorum Court desires to increase the wages of all Road Department employees by one dollar per hour.

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

ARTICLE 1. There is hereby appropriated the amount of \$227,642.06 from the unappropriated reserves in the Road Fund (2000) to the following line items in the County Road Budget for 2022:

<u>Road</u>			
Salary Full-Time	20000200.1001		\$ 185,120.00
Social Security	20000200.1006		14,161.68
Noncontributory Retirement	20000200.1008		28,360.38

JOSEPH K. WOOD, County Judge

DATE

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BECKY LEWALLEN, County Clerk

Introduced by: **JP Robert Dennis**

Date of Adoption:

Members Voting For:

Members Voting Against:

Members Abstaining:

Members Absent:

Committee History:

Quorum Court History:

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that are at-risk of foreclosure due to Covid-19's impact. Payment totals shall not exceed twelve (12) mortgage payments and shall not be available for existing mortgages greater than \$250,000.

- 2. Grant payments to any non-governmental organization, including those that address food insecurity.
- 3. Grant payments for the following eligible purposes:
 - a. Job training, child care assistance, or other efforts to accelerate rehiring and thus reduce unemployment.
 - b. Promoting health childhood environments, including remediation of lead paint or other lead hazards to reduce risks of elevated blood lead levels among children.

ARTICLE 3. All non-governmental organizations that receive funds under this Ordinance shall be deemed eligible, in accord with federal guidance, by a third party.

JOSEPH K. WOOD, County Judge

DATE

BECKY LEWALLEN, County Clerk

Introduced by: **JP Jim Wilson**
Date of Adoption:
Members Voting For:
Members Voting Against:
Members Abstaining:
Members Absent:

Committee History: Finance & Budget (11-09-2021); Referred to County Services
County Services (11-29-2021); Passed to Finance & Budget

Quorum Court History:

ORDINANCE NO. 2021-

EMERGENCY 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 \$5,392,750 FROM THE AMERICAN RESCUE PLAN ACT FUND (3046) TO THE PASS THROUGH PAYMENTS LINE ITEM IN THE 2021 AMERICAN RESCUE PLAN ACT BUDGET (30460568.3014) FOR THE WASHINGTON COUNTY RURAL FIRE ASSOCIATION.

WHEREAS, self-contained breathing apparatuses (“SCBA”) are a critical component firefighters utilize when combating fires; and,

WHEREAS, SCBA’s provide breathable air to firefighters during extreme life-threatening conditions; and,

WHEREAS, the majority of those apparatuses currently in use by rural fire departments are in excess of twenty years old and are not compliant with modern safety standards set forth by the National Fire Protection Association; and,

WHEREAS, because older model apparatuses are incompatible with the newer model designs, emergency “buddy breathing” systems can only be utilized if the same model apparatuses are deployed; and,

WHEREAS, this incompatibility between model designs makes piece meal purchases of SCBA equipment problematic; and,

WHEREAS, modern SCBA models certify that wearers are protected against chemical, biological, radiation, and nuclear (“CBRN”) contaminants- including COVID-19- because they include air-purifying respirators; and,

WHEREAS, the Washington County Rural Fire Association requests funding to permit the wholesale purchase of new, National Fire Protection

42 Association compliant SCBAs, which ensures the safety of local firefighters during the
43 course of their work.

44
45 **NOW, THEREFORE, BE IT ORDAINED BY THE QUORUM**
46 **COURT OF WASHINGTON COUNTY, ARKANSAS:**

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48 **ARTICLE 1.** The Quorum Court hereby appropriates
49 \$5,392,750 from the American Rescue Plan Act Fund (3046) to the American Rescue
50 Plan Act Budget (30460568.3014) for 2021.

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57 JOSEPH K. WOOD, County Judge
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60 _____
61 DATE

61 BECKY LEWALLEN, County Clerk

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63 Introduced by: **JP Willie Leming**
64 Date of Adoption:
65 Members Voting For:
66 Members Voting Against:
67 Members Abstaining:
68 Members Absent:

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71 Committee History: County Services Committee (10-04-2021); Tabled until December
72 County Services Committee (11-29-2021); Passed to Finance & Budget
73 Quorum Court History:

42 Payments line item in the American Rescue Plan Act Budget (30460568.3014) for 2021.

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JOSEPH K. WOOD, County Judge

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BECKY LEWALLEN, County Clerk

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56 Introduced by: **JP Patrick Deakns**

57 Date of Adoption:

58 Members Voting For:

59 Members Voting Against:

60 Members Abstaining:

61 Members Absent:

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64 Committee History:

65 Quorum Court History:

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ORDINANCE NO. 2021-

EMERGENCY 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 \$2,900,000 FROM THE AMERICAN RESCUE PLAN ACT FUND (3046) TO THE PASS THROUGH PAYMENTS LINE ITEM IN THE 2021 AMERICAN RESCUE PLAN ACT BUDGET (30460568.3014) FOR UPSKILL NWA.

WHEREAS, workforce development is a vital component to economic development in Washington County; and,

WHEREAS, the Covid-19 public health emergency has exposed the immediate need for trained, available workers; and,

WHEREAS, UPSKILL NWA has the ability to address the immediate need for workforce development and the Quorum Court desires to assist UPSKILLS NWA in its efforts.

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

ARTICLE 1. The Quorum Court hereby appropriates \$2,900,000.00 from the American Rescue Plan Act Fund (3046) to the American Rescue Plan Act Budget (30460568.3014) for 2021.

JOSEPH K. WOOD, County Judge

DATE

BECKY LEWALLEN, County Clerk
Introduced by: **JP Sam Duncan**

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ORDINANCE NO. 2021-

EMERGENCY 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 \$862,265.64 FROM THE AMERICAN RESCUE PLAN ACT FUND (3046) TO VARIOUS LINE ITEMS IN THE ROAD DEPARTMENT BUDGET FOR 2022.

WHEREAS, on October 21, 2021, the Washington County Quorum Court approved retention, referral, and sign-on bonuses to help address an all-time high in position vacancies for 2021; and,

WHEREAS, the Washington County Road Department is experiencing an all-time high in position vacancies as the direct result of low wages in comparison to nearby municipalities, high workload due to insufficient staffing, and due to the high-risk of exposure to Covid-19; and,

WHEREAS, other agencies have successfully addressed the adverse economic impact from Covid-19 by providing weekly bonuses, sign-on bonuses, and referral incentives to existing employees; and,

WHEREAS, the Quorum Court desires to use these bonuses to address the employment crisis that has resulted from the Covid-19 health emergency.

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

ARTICLE 1. The Quorum Court hereby appropriates \$862,265.64 from the American Rescue Plan Act Fund (3046) to the Road Department Budget for 2022:

<u>Road Department</u>		
Other Premium Comp.	20000200.1005	\$ 701,200.00
Social Security Matching	20000200.1006	53,641.80
Employer Retirement Contr.	20000200.1008	107,423.84

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JOSEPH K. WOOD, County Judge

DATE

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 **ARTICLE 1.** Each premium pay payment shall be subject to
43 all regular applicable payroll deductions.
44

45 **ARTICLE 2.** The Quorum Court hereby appropriates
46 \$75,301.80 from the unappropriated reserves of the General Fund (1000) to the following
47 line items in the Prosecutor Budget for 2021:
48

49	Other Premium Comp.	10000416.1005	\$ 61,235.91
50	Social Security Matching	10000416.1006	4,684.55
51	Noncontributory Retirement	10000416.1008	9,381.34

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JOSEPH K. WOOD, County Judge

DATE

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BECKY LEWALLEN, County Clerk

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68 Introduced by: **JP Eva Madison**

69 Date of Adoption:

70 Members Voting For:

71 Members Voting Against:

72 Members Abstaining:

73 Members Absent:

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76 Committee History:

77 Quorum Court History:

ORDINANCE NO. 2021-

EMERGENCY 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 \$1,974,898.20 FROM THE AMERICAN RESCUE PLAN ACT FUND (3046) TO VARIOUS LINE ITEMS IN VARIOUS BUDGETS FOR 2022.

WHEREAS, on October 21, 2021, the Washington County Quorum Court approved retention, referral, and sign-on bonuses to help address an all-time high in position vacancies for 2021; and,

WHEREAS, the Sheriff’s Office and Detention Center have actively engaged in job fairs, online employment assistance companies, and other recruiting efforts in an attempt to address this employment crisis; and,

WHEREAS, the all-time high in vacancies is the direct result of low wages in comparison to nearby municipalities, high workload due to insufficient staffing, and the high-risk of exposure associated with COVID; and,

WHEREAS, other agencies have successfully addressed this problem by providing weekly bonuses, sign-on bonuses, and referral incentives to existing employees; and,

WHEREAS, the Quorum Court desires to continue the use of bonuses into 2022 to address the employment crisis that has resulted from the Covid-19 health emergency.

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

ARTICLE 1. The Quorum Court hereby appropriates \$1,974,898.20 from the American Rescue Plan Act Fund (3046) to the following budgets for 2022:

43	<u>Jail Maintenance</u>		
44	Other Premium Comp.	30170127.1005	\$ 15,600.00
45	Social Security Matching	30170127.1006	1,193.40
46	Employer Retirement Contr.	30170127.1008	2,389.92
47			
48	<u>Jail</u>		
49	Other Premium Comp.	30170418.1005	1,562,400.00
50	Social Security Matching	30170418.1006	119,523.60
51	Employer Retirement Contr.	30170418.1008	239,359.68
52			
53	<u>Sheriff</u>		
54	Other Premium Comp.	10000400.1005	\$28,000.00
55	Social Security Matching	10000400.1006	2,142.00
56	Employer Retirement Contr.	10000400.1008	4,289.60

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JOSEPH K. WOOD, County Judge

DATE

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 RECOGNIZING ADDITIONAL REVENUE IN THE AMOUNT OF \$600; AND, ANTICIPATING ADDITIONAL REVENUE IN THE AMOUNT OF \$300; AND, APPROPRIATING THE TOTAL AMOUNT OF \$1,106.74 FROM THE GENERAL FUND (1000) AND EMERGENCY 911 FUND (3020) TO VARIOUS LINE ITEMS IN THE EMERGENCY MANAGEMENT BUDGET (1000.0500) AND THE EMERGENCY 911 BUDGET (3020.0501) FOR 2021.

WHEREAS, the Department of Emergency Management routinely provides assistance to local law enforcement agencies for University of Arkansas home games for the 2021 football season; and,

WHEREAS, Washington County has received additional revenue in the amount of \$600.00 for services provided by the Washington County Department of Emergency Management; and,

WHEREAS, Washington County is anticipating additional revenue in the amount of \$300.00 for services provided by the Washington County Department of Emergency Management.

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

ARTICLE 1. There is hereby appropriated the amount of \$553.37 from the unappropriated reserves in the General Fund (1000) to the following line items in the Department of Emergency Management Budget for 2021:

42	<u>DEM</u>		
43	Other Premium Comp.	10000500.1005	\$ 450.00
44	Social Security	10000500.1006	34.43
45	Noncontributory Retirement	10000500.1008	68.94

46

47 **ARTICLE 2.** There is hereby appropriated the amount of \$553.37 from

48 the Emergency 911 Fund (3020) to the following line items in the Emergency 911 Budget

49 for 2021:

50			
51	<u>911</u>		
52	Other Premium Comp.	30200501.1005	450.00
53	Social Security	30200501.1006	34.43
54	Noncontributory Retirement	30200501.1008	68.94

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63 JOSEPH K. WOOD, County Judge

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70 DATE

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73 BECKY LEWALLEN, County Clerk

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75 Introduced by: **JP Patrick Deakins**

76 Date of Adoption:

77 Members Voting For:

78 Members Voting Against:

79 Members Abstaining:

80 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 ANTICIPATING ADDITIONAL REVENUE OF \$904,275 IN THE DEM GRANT FUND; AND APPROPRIATING THE AMOUNT OF \$904,275 IN THE DEM GRANT FUND TO VARIOUS HOMELAND SECURITY BUDGETS FOR 2021.

WHEREAS, Washington County has been awarded a grant from the Arkansas Department of Emergency Management in the amount of \$904,275.

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

ARTICLE 1. There is hereby recognized additional revenue in the amount of \$904,275 in the Homeland Security Grants Revenue Line Item of the DEM Grant Fund (3511-7109) for 2021.

ARTICLE 2. There is hereby appropriated the amount of \$904,275 from the DEM Grant Fund to the following line items in the following budgets for 2021:

USAR 2021

Small Equipment	35110592-2002	\$20,500.00
Training and Education	35110592-3101	40,000.00
Other Professional Services	35110592-3009	5,000.00
Capital Equipment	35110592-4004	125,000.00
Vehicles	35110592-4005	15,700.00

WMD 2021

Small Equipment	35110583-2002	5,000.00
Other Professional Services	35110583-3009	2,500.00
Capital Equipment	35110583-4004	245,000.00

42	<u>CYBER SECURITY TRAINING 2021</u>		
43	Training and Education	35110584-3101	35,000.00
44			
45	<u>SWAT 2021</u>		
46	Small Equipment	35110585-2002	165,000.00
47	Training and Education	35110585-3101	55,000.00
48	Other Professional Services	35110585-3009	5,575.00
49	Capital Equipment	35110585-4004	185,000.00
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56 JOSEPH K. WOOD, County Judge

57 DATE

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62 BECKY LEWALLEN, County Clerk

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65 Introduced by: **JP Patrick Deakins**

66 Date of Adoption:

67 Members Voting For:

68 Members Voting Against:

69 Members Abstaining:

70 Members Absent:

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73 Committee History:

74 Quorum Court History: