



MARILYN EDWARDS
County Judge

280 North College, Suite 500
Fayetteville, AR 72701

WASHINGTON COUNTY, ARKANSAS
County Courthouse

July 3, 2013

MEETING OF THE
WASHINGTON COUNTY QUORUM COURT
FINANCE AND BUDGET COMMITTEE

Tuesday, July 9, 2013
5:30 p.m.
Washington County Quorum Court Room

A G E N D A

1. Call to Order.
2. Adoption of Agenda.
3. Financial Report. County Treasurer Roger Haney and Comptroller Cheryl Bolinger will update the Committee on the monthly financial report. (3.1-3.3)
4. Quarterly Personnel Housekeeping Ordinance. Budget Controls for 2013 require that surplus personnel appropriations be de-appropriated from full-time salaries on a quarterly basis. This ordinance will be distributed at meeting time.
5. An Ordinance Recognizing And Appropriating Quarterly Revenues In Various Funds For 2013. This ordinance will be distributed at meeting time.
6. Report from County Grant Administrator Wayne Blankenship on Grants Awarded to the County and Related Appropriation Requests and Resolutions Needed for the Submission of Grant Applications.
 - An Ordinance Recognizing Additional Revenue Of \$13,685 In The Law Enforcement Grant Fund For 2013; And Appropriating \$13,685 From The Law Enforcement Grant Fund To The Jag Grant 2013 Budget For 2013. (6.1)
 - An Ordinance Recognizing Additional Revenue Of \$9,993 In The Voting Systems Grant Fund For 2013; And Appropriating \$9,993 From The Voting Systems Grant Fund To The Voting Systems Grant 2013 Budget For 2013. (6.2)

7. Request from Environmental Affairs for an Appropriation of \$39,600 from General Fund Unappropriated Reserves for StormWater Mapping. (7.1-7.3)
8. Review of County Animal Shelter Budget.
9. Review of Budget Process and Current Budget Controls. (9.1)
10. Other Business. Any other business to be discussed by the Committee will be brought up at this time.
11. Citizen Comments.
12. Adjournment.

/kb

TREASURER'S FINANCIAL SUMMARY

6/1/2013 TO 6/30/2013

ACCOUNT	BEGIN BALANCE	REVENUES	EXPENDITURES	END BALANCE
1000 GENERAL	\$20,844,573.31	\$1,159,126.91	\$2,159,811.23	\$19,843,888.99
1002 EMPLOYEE INSURANCE	\$1,595,685.37	\$268,079.30	\$414,662.18	\$1,449,102.49
1800 FLEX SPENDING	\$27,052.01	\$10,905.92	\$9,756.05	\$28,201.88
1801 CENTRAL SUPPLIES	\$27,287.95	\$0.00	\$107,765.03	(\$80,477.08)
1900 JDC GRANT FUND	\$25,757.22	\$4,767.18	\$9,244.81	\$21,279.59
1901 DEM GRANT FUND	\$13,219.13	\$232,089.28	\$24,131.76	\$221,176.65
1902 ENVIRONMENTAL AFFAIRS GRANT	\$0.00	\$0.00	\$0.00	\$0.00
1903 DRUG COURT GRANT FUND	\$0.00	\$36,148.23	\$36,148.23	\$0.00
1904 LAW ENFORCEMENT GRANT FUN	\$0.00	\$0.00	\$0.00	\$0.00
2000 ROAD	\$1,201,120.89	\$605,988.98	\$778,326.76	\$1,028,783.11
3000 TREASURER'S AUTOMATION	\$18,358.38	\$2.86	\$406.20	\$17,955.04
3001 COLLECTOR'S AUTOMATION	\$67,928.08	\$10.34	\$3,061.69	\$64,876.73
3002 CIRCUIT COURT AUTOMATION	\$158,962.78	\$1,561.68	\$517.70	\$160,006.76
3005 COUNTY CLERK'S COST	\$827,258.04	\$12,067.16	\$1,599.80	\$837,725.40
3006 RECORDER'S COST	\$1,000,000.00	\$154,501.95	\$56,720.25	\$1,097,781.70
3008 COUNTY LIBRARY	\$813,659.92	\$94,600.96	\$164,394.49	\$743,866.39
3010 COUNTY CLERK OPERATING	\$31,292.35	\$484.76	\$9.70	\$31,767.41
3012 CHILD SUPPORT COST	\$13,538.40	\$1,644.04	\$32.88	\$15,149.56
3014 COMMUNICATION FACILITY/EQUIP	\$552,552.85	\$21,958.10	\$5,083.20	\$569,427.75
3017 JAIL OPERATION & MAINTENANCE	\$709,764.09	\$1,027,843.89	\$1,055,885.92	\$681,722.06
3019 BOATING SAFETY	\$12,870.63	\$1.96	\$0.04	\$12,872.55
3020 EMERGENCY 9-1-1	\$993,038.84	\$5,243.74	\$28,313.62	\$969,968.96
3023 FIRE EQUIPMENT & TRAINING	\$0.00	\$5,830.93	\$0.00	\$5,830.93
3028 ADULT DRUG COURT	\$3,889.48	\$1,165.57	\$23.31	\$5,031.74
3031 CIRCUIT COURT JUVENILE DIVISIO	\$0.00	\$0.00	\$0.00	\$0.00
3032 JUVENILE COURT REPRESENTATI	\$35,496.04	\$645.38	\$12.91	\$36,128.51
3038 VOTING SYSTEM GRANT FUND	\$0.00	\$9,992.22	\$0.00	\$9,992.22
3400 FEMA	\$0.00	\$0.00	\$0.00	\$0.00
3401 HIV CLINIC	\$160,089.69	\$1,350.00	\$7,492.83	\$153,946.86
3402 LAW LIBRARY	\$133,790.33	\$10,402.58	\$9,446.59	\$134,746.32
3404 DRUG ENFORCEMENT - STATE	\$5,743.96	\$1,353.79	\$27.08	\$7,070.67
3405 DRUG ENFORCEMENT - FEDERAL	\$55,067.12	\$560.25	\$22,933.61	\$32,693.76
3406 DRUG COURT PROGRAM FUND	\$10,572.05	\$835.76	\$7,802.64	\$3,605.17
3415 WASHINGTON COUNTY HAZMAT	\$0.00	\$2.43	\$0.05	\$2.38
3501 HIDTA	\$0.00	\$1,430.54	\$1,430.54	\$0.00
3503 RURAL COMMUNITY GRANT	\$24,166.44	\$3.68	\$3,209.88	\$20,960.24
3999 COURTHOUSE SECURITY GRANT	\$5,932.58	\$0.00	\$0.00	\$5,932.58
5800 COURT COSTS AND FINES	\$509,575.87	\$34,812.47	\$30,002.89	\$514,385.45
Sub-Total	\$29,878,243.80	\$3,705,412.84	\$4,938,253.87	\$28,645,402.77
6000 TREASURER'S COMMISSION	\$471,684.57	\$82,839.61	\$0.00	\$554,524.18
6001 COLLECTOR'S COMMISSION	\$452,764.23	\$62,538.82	\$0.00	\$515,303.05
6002 COLLECTOR'S UNAPPORTIONED	\$4,007,378.87	\$7,139,434.29	\$6,582,792.27	\$4,564,020.89
6003 PROPERTY TAX RELIEF	\$246,898.89	\$1,187,498.78	\$1,139,964.66	\$294,433.01
6004 DELINQUENT PERSONAL TAX	\$0.00	\$222,504.97	\$222,504.97	\$0.00
6005 DELINQUENT REAL TAXES	\$0.00	\$543,822.38	\$543,822.38	\$0.00
6006 TIMBER TAX	\$0.00	\$1,615.40	\$1,615.40	\$0.00
6010 ADMIN JUSTICE	\$0.00	\$114,652.05	\$114,652.05	\$0.00
6011 INTEREST	\$0.00	\$6,244.50	\$6,244.50	\$0.00
6012 GAME & FISH COMMISSION	\$0.00	\$0.00	\$0.00	\$0.00
6013 COMMON SCHOOL	\$197,503.96	\$15,105.91	\$0.00	\$212,609.87
6401 TYSON PROJECT	\$0.00	\$0.00	\$0.00	\$0.00
6402 ACEDP PHASE II	\$56.50	\$323,700.00	\$323,727.56	\$28.94

ACCOUNT	BEGIN BALANCE	REVENUES	EXPENDITURES	END BALANCE
6403 SUMMERS SUBSTATION GRANT	\$0.00	\$0.00	\$0.00	\$0.00
6404 AAF PROJECT	\$0.00	\$0.00	\$0.00	\$0.00
6405 USDA WATER PROJECT	\$384.79	\$0.00	\$0.00	\$384.79
6406 BOSTON MOUNTAIN SOLID WASTE	\$772.58	\$1,027.07	\$1,109.54	\$690.11
6410 HOMESTEAD SEWER	\$7,258.63	\$625.10	\$12.50	\$7,871.23
6411 BETHEL OAKS SEWER	\$4,463.94	\$144.68	\$2.89	\$4,605.73
6412 JOYCE ST SEWER	\$5,297.54	\$507.81	\$10.16	\$5,795.19
6413 SLOAN SEWER	\$2,604.26	\$0.40	\$0.01	\$2,604.65
6414 HORSEBEND SEWER	\$5,747.37	\$0.87	\$0.02	\$5,748.22
6415 VALLEY VIEW SEWER	\$0.00	\$0.00	\$0.00	\$0.00
6416 WESTRIDGE SEWER	\$3,201.10	\$175.46	\$3.51	\$3,373.05
6420 ASSESSOR'S COMMISSION	\$663,514.39	\$89,015.87	\$0.00	\$752,530.26
6425 HAZMAT	\$0.00	\$0.00	\$0.00	\$0.00
6498 PAYROLL	\$0.00	\$1,177,814.49	\$1,177,814.49	\$0.00
6499 PAYROLL CLEARING	\$0.00	\$819,981.00	\$819,981.00	\$0.00
6601 CITY OF FAYETTEVILLE	(\$34.74)	\$198,946.12	\$198,911.38	\$0.00
6602 CITY OF SPRINGDALE	\$0.00	\$263,642.59	\$263,642.59	\$0.00
6603 CITY OF PRAIRIE GROVE	\$0.00	\$20,282.92	\$20,282.92	\$0.00
6604 CITY OF WEST FORK	\$0.00	\$6,226.74	\$6,226.74	\$0.00
6605 CITY OF LINCOLN	\$0.00	\$8,328.69	\$8,328.69	\$0.00
6606 CITY OF WINSLOW	\$0.00	\$384.55	\$384.55	\$0.00
6607 CITY OF TONTITOWN	\$0.00	\$9,730.24	\$9,730.24	\$0.00
6608 CITY OF FARMINGTON	\$0.00	\$28,715.99	\$28,715.99	\$0.00
6609 CITY OF GREENLAND	\$0.00	\$3,363.48	\$3,363.48	\$0.00
6610 CITY OF ELKINS	\$0.00	\$7,569.89	\$7,569.89	\$0.00
6611 CITY OF ELM SPRINGS	\$0.00	\$9,928.19	\$9,928.19	\$0.00
6612 CITY OF JOHNSON	\$0.00	\$16,846.81	\$16,846.81	\$0.00
6613 CITY OF GOSHEN	\$0.00	\$1,144.06	\$1,144.06	\$0.00
6614 FAYETTEVILLE LIBRARY	\$34.74	\$67,611.51	\$67,646.25	\$0.00
6701 FAYETTEVILLE SCHOOL DISTRICT	\$0.00	\$3,291,861.18	\$3,291,861.18	\$0.00
6706 FARMINGTON SCHOOL DISTRICT	\$0.00	\$387,496.63	\$387,496.63	\$0.00
6710 ELKINS SCHOOL DISTRICT	\$0.00	\$147,399.40	\$147,399.40	\$0.00
6714 WEST FORK SCHOOL DISTRICT	\$0.00	\$98,843.94	\$98,843.94	\$0.00
6721 SILOAM SPRINGS SCHOOL DISTRI	\$0.00	\$18,264.69	\$18,264.69	\$0.00
6723 PRAIRIE GROVE SCHOOL DISTRIC	\$0.00	\$249,274.12	\$249,274.12	\$0.00
6748 LINCOLN SCHOOL DISTRICT	\$0.00	\$236,229.28	\$236,229.28	\$0.00
6750 SPRINGDALE SCHOOL DISTRICT	\$0.00	\$2,273,538.55	\$2,273,538.55	\$0.00
6795 GREENLAND SCHOOL DISTRICT	\$0.00	\$145,458.84	\$145,458.84	\$0.00
6801 RUPPLE IMPROVEMENT DISTRICT	\$0.00	\$1,206.34	\$1,206.34	\$0.00
6802 WEDINGTON FIRE DUES	\$0.00	\$2,340.62	\$2,340.62	\$0.00
6803 SALEM VILLAGE IMPROVEMENT DI	\$0.00	\$1,846.12	\$1,846.12	\$0.00
6804 WHEELER FIRE DUES	\$0.00	\$1,116.31	\$1,116.31	\$0.00
6805 ROUND MOUNTAIN FIRE DUES	\$0.00	\$2,759.06	\$2,759.06	\$0.00
6806 HOMESTEAD IMPROVEMENT DIST	\$0.00	\$1,007.97	\$1,007.97	\$0.00
6807 SADDLEBROOK IMPROVEMENT DI	\$0.00	\$0.00	\$0.00	\$0.00
6809 BEL CLAIRE IMPROVEMENT DISTR	\$0.00	\$4,376.07	\$4,376.07	\$0.00
6810 NOB HILL FIRE DEPT IMPROVEME	\$0.00	\$3,852.92	\$3,852.92	\$0.00
6811 FAYETTEVILLE TIF DISTRICT	\$0.00	\$7,335.31	\$7,335.31	\$0.00
6812 GOSHEN FIRE DUES	\$0.00	\$7,781.86	\$7,781.86	\$0.00
6813 VILLAGIO DE PERONA IMPROVEM	\$0.08	\$0.00	\$0.08	\$0.00
Sub-Total	\$6,069,531.70	\$19,313,960.45	\$18,458,968.98	\$6,924,523.17
Grand Total	\$35,947,775.50	\$23,019,373.29	\$23,397,222.85	\$35,569,925.94

**Washington County
Share
1% Sales Tax**

MONTH	2006	2007	2008	2009	2010	2011	2012	2013	Current Month Over/Under Last Year	Current Month % Over/Under Last Year
JANUARY	\$ 619,105.13	\$ 572,870.31	\$ 566,002.32	\$ 542,205.73	\$ 543,184.80	\$ 528,839.39	\$ 456,079.11	\$ 482,108.05	\$ 26,028.94	5.40%
FEBRUARY	\$ 719,851.58	\$ 691,691.10	\$ 645,436.98	\$ 642,497.84	\$ 612,240.85	\$ 522,004.94	\$ 534,964.73	\$ 560,453.64	\$ 25,488.91	4.55%
MARCH	\$ 578,845.82	\$ 545,340.75	\$ 535,564.68	\$ 515,829.71	\$ 520,873.53	\$ 413,051.03	\$ 450,409.10	\$ 477,879.03	\$ 27,469.93	5.75%
APRIL	\$ 577,873.34	\$ 555,548.70	\$ 563,206.46	\$ 548,358.58	\$ 525,112.24	\$ 403,112.47	\$ 461,104.84	\$ 471,218.29	\$ 10,113.45	2.15%
MAY	\$ 647,667.43	\$ 615,215.48	\$ 602,974.21	\$ 583,883.18	\$ 577,186.41	\$ 472,712.52	\$ 478,896.50	\$ 501,897.60	\$ 23,001.10	4.58%
JUNE	\$ 602,798.83	\$ 569,744.45	\$ 579,067.30	\$ 552,006.59	\$ 543,784.89	\$ 449,747.58	\$ 478,492.97	\$ 491,445.68	\$ 12,952.71	2.64%
JULY	\$ 607,423.29	\$ 597,841.48	\$ 607,482.67	\$ 578,022.35	\$ 560,506.70	\$ 464,763.82	\$ 488,484.29			
AUGUST	\$ 645,657.68	\$ 606,637.83	\$ 610,445.43	\$ 573,415.96	\$ 575,155.41	\$ 506,632.17	\$ 492,098.53			
SEPTEMBER	\$ 608,986.16	\$ 588,882.85	\$ 587,059.15	\$ 572,066.23	\$ 535,094.51	\$ 486,489.12	\$ 485,875.50			
OCTOBER	\$ 641,465.84	\$ 609,840.73	\$ 626,468.28	\$ 573,287.13	\$ 625,387.79	\$ 493,865.95	\$ 524,225.53			
NOVEMBER	\$ 621,147.30	\$ 601,393.08	\$ 581,088.77	\$ 560,765.51	\$ 573,935.54	\$ 464,872.55	\$ 513,145.28			
DECEMBER	\$ 596,108.25	\$ 575,041.67	\$ 573,875.16	\$ 531,365.03	\$ 562,979.33	\$ 475,316.94	\$ 475,061.83			
TOTAL	\$ 7,466,930.65	\$ 7,130,048.43	\$ 7,078,671.41	\$ 6,773,703.84	\$ 6,755,442.00	\$ 5,681,408.48	\$ 5,838,838.21	\$ 2,985,002.29	\$ 125,055.04	4.18%
Projection								\$ 6,091,191.00		
% Increase (Decrease) Over Prior Year	2.74%	-4.72%	-0.73%	-4.50%	-0.27%	-18.90%	2.70%			

**Washington County
1/4 Cent Sales Tax
Jail**

MONTH	2006	2007	2008	2009	2010	2011	2012	2013	Current Month Over/Under Last Year	Current Month % Over/Under Last Year
JANUARY	\$ 649,320.15	\$ 601,661.07	\$ 599,896.88	\$ 574,675.26	\$ 575,907.64	\$ 560,927.46	\$ 607,562.74	\$ 641,929.09	\$ 34,366.35	5.35%
FEBRUARY	\$ 754,983.45	\$ 726,453.45	\$ 684,086.42	\$ 680,973.27	\$ 649,220.74	\$ 695,138.32	\$ 712,258.90	\$ 746,149.81	\$ 33,890.91	4.54%
MARCH	\$ 607,936.90	\$ 572,747.97	\$ 567,636.51	\$ 546,719.72	\$ 552,422.59	\$ 550,192.62	\$ 599,710.91	\$ 636,266.42	\$ 36,555.51	5.75%
APRIL	\$ 606,915.55	\$ 583,468.94	\$ 596,933.59	\$ 581,196.57	\$ 556,882.14	\$ 536,836.47	\$ 614,155.67	\$ 627,782.50	\$ 13,626.83	2.17%
MAY	\$ 680,217.28	\$ 646,134.39	\$ 639,082.80	\$ 618,848.52	\$ 612,146.21	\$ 629,738.86	\$ 637,876.96	\$ 668,535.86	\$ 30,658.90	4.59%
JUNE	\$ 633,093.72	\$ 598,378.12	\$ 613,744.24	\$ 585,063.03	\$ 576,698.30	\$ 599,080.09	\$ 637,073.28	\$ 654,698.79	\$ 17,625.51	2.69%
JULY	\$ 637,950.60	\$ 627,887.23	\$ 643,861.25	\$ 612,636.73	\$ 594,440.07	\$ 618,591.49	\$ 650,315.43			
AUGUST	\$ 678,106.53	\$ 637,125.66	\$ 647,001.44	\$ 607,754.48	\$ 609,982.28	\$ 674,790.85	\$ 655,952.07			
SEPTEMBER	\$ 639,592.00	\$ 624,147.59	\$ 622,214.68	\$ 606,318.59	\$ 567,497.84	\$ 647,947.96	\$ 647,051.84			
OCTOBER	\$ 673,704.02	\$ 646,360.52	\$ 663,983.79	\$ 607,564.19	\$ 663,173.89	\$ 657,739.09	\$ 698,092.01			
NOVEMBER	\$ 652,364.33	\$ 637,406.99	\$ 615,886.78	\$ 594,543.80	\$ 608,792.08	\$ 619,279.85	\$ 683,671.11			
DECEMBER	\$ 626,066.89	\$ 609,477.54	\$ 608,241.18	\$ 563,185.37	\$ 597,188.84	\$ 633,224.20	\$ 632,026.02			
TOTAL	\$ 7,840,251.42	\$ 7,511,249.47	\$ 7,502,571.56	\$ 7,179,479.53	\$ 7,164,352.62	\$ 7,423,487.26	\$ 7,775,746.94	\$ 3,975,362.47	\$ 186,724.01	4.18%
Projection								\$ 8,133,461.00		
% Increase (Decrease) Over Prior Year	3.48%	-4.38%	-0.12%	-4.50%	-0.21%	3.49%	4.53%			

ORDINANCE NO. 2013-_____

APPROPRIATION ORDINANCE:

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

AN ORDINANCE RECOGNIZING ADDITIONAL REVENUE OF \$13,685 IN THE LAW ENFORCEMENT GRANT FUND FOR 2013; AND APPROPRIATING \$13,685 FROM THE LAW ENFORCEMENT GRANT FUND TO THE JAG GRANT 2013 BUDGET FOR 2013.

ARTICLE 1. There is hereby recognized additional revenue of \$13,685 in the Other Federal Grants Revenue Line Item of the Law Enforcement Grant Fund (1904-7109) for 2013.

ARTICLE 2. There is hereby appropriated the amount of \$13,685 from the Law Enforcement Grant Fund to the Bullet Proof Vest Line Item of the JAG Grant 2013 Budget (19040465-2012) for 2013.

MARILYN EDWARDS, County Judge

DATE

BECKY LEWALLEN, County Clerk

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

ORDINANCE NO. 2013-_____

APPROPRIATION ORDINANCE:

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

AN ORDINANCE RECOGNIZING ADDITIONAL REVENUE OF \$9,993 IN THE VOTING SYSTEMS GRANT FUND FOR 2013; AND APPROPRIATING \$9,993 FROM THE VOTING SYSTEMS GRANT FUND TO THE VOTING SYSTEMS GRANT 2013 BUDGET FOR 2013.

ARTICLE 1. There is hereby recognized additional revenue of \$9,993 in the State Grants Revenue Line Item of the Voting Systems Grant Fund (3038-7010) for 2013.

ARTICLE 2. There is hereby appropriated the amount of \$9,993 from the Voting Systems Grant Fund to the Small Equipment Item of the Voting Systems Grant 2013 Budget (30380140-2002) for 2013.

MARILYN EDWARDS, County Judge

DATE

BECKY LEWALLEN, County Clerk

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

ORDINANCE NO. 2013-_____

APPROPRIATION ORDINANCE:

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

AN ORDINANCE APPROPRIATING THE AMOUNT OF \$39,600 FROM THE GENERAL FUND TO THE ENVIRONMENTAL AFFAIRS BUDGET FOR 2013.

ARTICLE 1. There is hereby appropriated the amount of \$39,600 from the General Fund to the Other Professional Services Line Item of the Environmental Affair Budget (10000702-3009) for 2013.

MARILYN EDWARDS, County Judge

DATE

BECKY LEWALLEN, County Clerk

Sponsor: _____

Date of Passage: _____

Votes For: _____ Votes Against: _____

Abstention: _____ Absent: _____

Dan Short

From: Sophia Stephenson
Sent: Friday, June 28, 2013 11:21 AM
To: Dan Short
Subject: mapping stormwater features in urbanized areas

Hi Dan,

In order to comply with federal and state regulations regarding stormwater features in the urbanized, unincorporated areas of Washington County, I have completed the following steps.

1. Advertised a Request for Qualifications from engineering firms, RFQ 13-2, Engineering Services
2. Reviewed Statements of Qualifications and ranked ftn Associates of Fayetteville as the top candidate
3. Received a Scope of Work and proposed fee of \$39,600

With your approval I would like to move forward and request these funds from the Quorum Court. I will compile an information page outlining the federal and state laws we must satisfy, cost of the project, and other pertinent information.

Shawn said he could be available at the Finance Committee meeting on July 9th if you would like him to be there.

Thank you and have a good weekend.

Sophia Stephenson
Environmental Affairs & Recycling Director
Washington County
2615 Brink Drive
Fayetteville, AR 72701
479.444.1725
www.co.washington.ar.us

Mapping Stormwater Features in Washington County's Urbanized, Unincorporated Areas

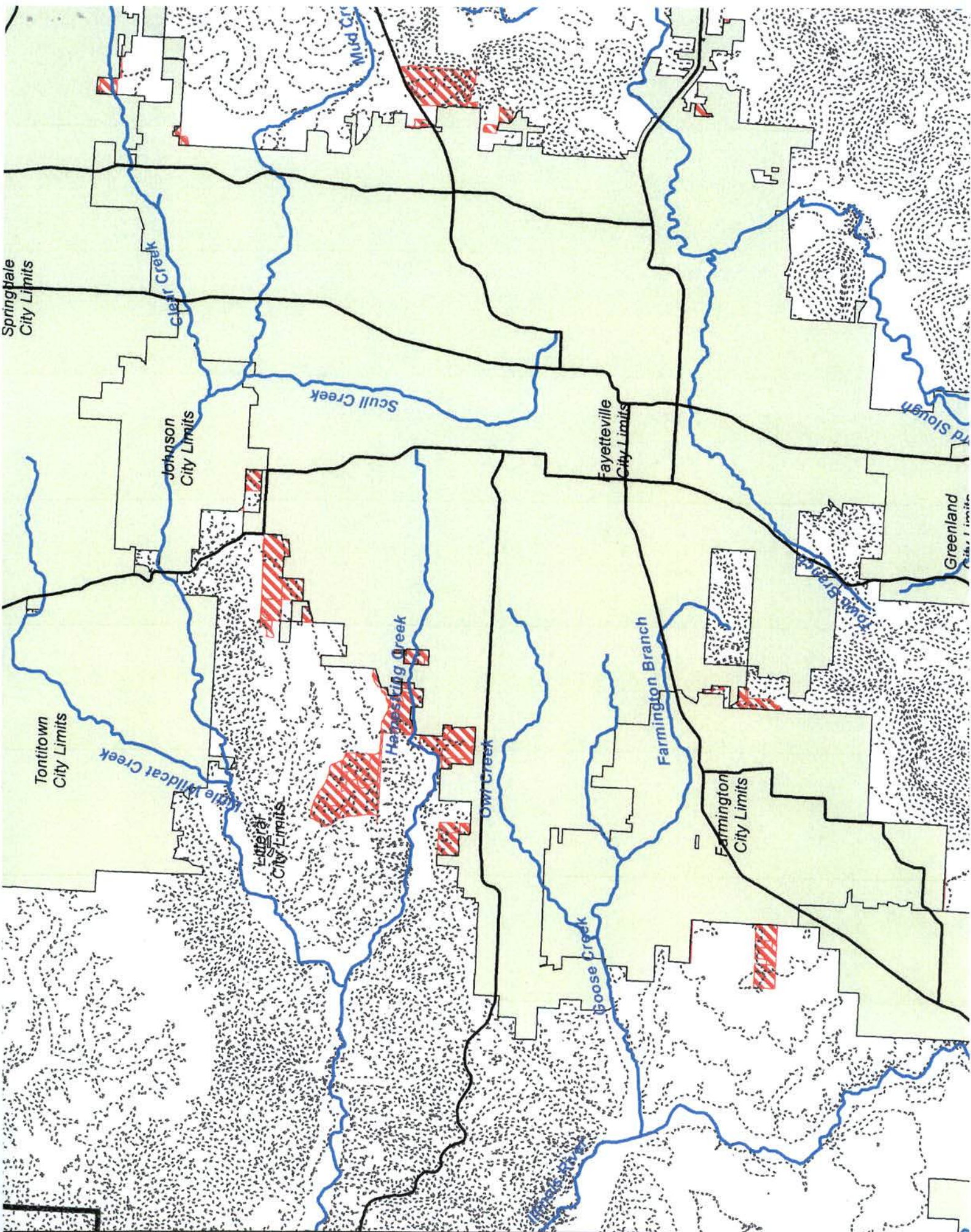
Under the provisions of the Arkansas Water and Air Pollution Control Act (Act 472 of 1949, as amended, Arkansas Code Annotated 8-4-101 et seq.) and the federal Clean Water Act (33 U.S.C. 1251 et seq.), we are required to follow stormwater regulations. Stormwater regulations cover industrial, construction, and municipal activities.

Some areas of Washington County are considered urbanized, as defined by the United States Census Bureau, and are regulated under a General Municipal Separate Storm Sewer System (MS4) Stormwater permit. An urbanized area is defined as having at least 1,000 people per square mile. We currently have over 20 unincorporated, urbanized areas in Washington County.

Section 3.2.3.2 of our General MS4 permit requires the County to map the stormwater features in the MS4 areas. A storm sewer system map would include catch basins, pipes, ditches, public and private stormwater facilities, locations of stormwater outfalls, and the names and locations of surface waters of the state that receive discharges from those outfalls. A comprehensive storm sewer system map is necessary to conduct dry weather field screenings for illicit discharges (i.e. pollutants) and eliminate these pollutants. Illicit discharge detection and elimination is a required part of the MS4 permit. Each outfall must be screened at least one time during a five year cycle.

The 2010 census resulted in a complete change of our MS4 areas meaning we have to start over with our storm sewer system map. Environmental Affairs issued a Request for Qualifications. FTN Associates was the top ranked engineering firm in this process. Mapping the stormwater features and digitizing the data will take them approximately six months. Their quote to complete this work is \$39,600.

This is a one-time cost that would give the County a solid framework to move forward. Environmental Affairs and the Planning Department have discussed gathering information on new developments as they occur. This information would be gained during the review process the Planning Department already conducts and incorporated into our storm sewer system map in an on-going manner.



2013 BUDGET CONTROLS

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

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

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

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

Requests for additional funds will be made in the following manner:

1. Personnel upgrade ordinances (with the exception of grant funds) shall only be brought to Personnel Committee, and then forwarded to the Finance Committee of the Quorum Court monthly. New positions will only be considered in October (with the exception of grant funds) unless Budget Controls are suspended by the Finance Committee of the Quorum Court. October requests will be heard during budget hearings and will go into effect on January 1 of the following year.
2. Requests for appropriations regarding Personal Services (other than full time positions), Supplies, Other Services & Charges, and Capital Outlay funds shall be brought to the Finance Committee of the Quorum Court monthly, and forwarded to the full Quorum Court for consideration. Transfers in Personal Services categories or transfers between departments may only be made by Ordinance.
3. Line item transfers within a departmental budget may be made within and into all categories, with the exception of the Personal Services Category as outlined in Budget Control #2. Transfers going into or out of the Capital Outlay Category shall not exceed \$5,000 per year in the General Fund; any transfers exceeding this limit will require approval by the Finance Committee of the Quorum Court. All transfers are at the discretion of the elected officials with the prior approval of the Comptroller.

2013 Budget Controls

Page 2

4. Additional appropriations must be approved by the Quorum Court.
5. Surplus personnel appropriations shall be de-appropriated from Full-time Salaries on a quarterly basis (April/July/October). These surplus funds shall be restored to unappropriated reserves except in the General Fund where the surplus funds shall be restored to short-term contingencies.
6. Appropriations for use of grant funds may be made by ordinance with a grant agreement approved by the County Judge. Written approval from the grantor must be provided to the Comptroller's Office through the County Judge for line-item transfers within grants. If approved by the Grantor, line item transfers involving Supplies, Other Services and Charges, and Capital Outlay categories can be made at the discretion of the Comptroller's Office. All personnel positions funded by grants will be annotated as such and may be abolished upon expiration of the grant. All grantees must follow all Washington County accounting procedures. The Quorum Court must approve in-kind cost for grants prior to grant acceptance. All Grants will be administered through the County Grants Administration Office with all billings and financial reporting being handled in the Comptroller's Office.
7. All purchases must be made with a Purchase Order or P-Card and follow the purchasing procedures as outlined by the County Judge. All major purchases should be made prior to November 30 to assure the merchandise is received in the current year. No purchase orders will be issued for merchandise for the following year until January 2 of that year.
8. General Services shall be notified by the Elected Official/Department Head of any capital items that have been assigned to that office/department which are no longer in use by that office/department so that the items can be made available to other offices/departments.
9. All budgeted full time positions are subject to health insurance charges. The Quorum Court sets rates for these charges. Monies are transferred monthly from individual departmental budgets into the Insurance Benefit Fund. These monies are transferred regardless whether all positions in the departments are filled.
10. Longevity pay will be paid to all full time employees, excluding elected officials, in December for employees of record on November 30 and effective anniversary from date of hire as of November 30. The net pay will be based upon the following schedule:

5 - 9 Years	\$ 250.00
10 - 14 Years	350.00
15 - 19 Years	500.00
20 - 24 Years	600.00
Over 25 Years	750.00

2013 Budget Controls
Page 3

11. All full-time employees who qualify for annual leave will receive a \$.50 per hour pay increase effective the first paycheck of 2013. Full time employees with less than one year's service shall receive a \$.50 per hour salary increase upon his/her anniversary date; however, no employee shall receive an additional salary increase above the cap for their position. Full time elected officials will receive a salary equal to the amount appropriated for 2012; with the exception of the County Coroner who will receive a \$10,000 increase.
12. Grant funds are tracked separately and in accordance with grant regulations; if any money is advanced by the General Fund, the Comptroller recoups the funds advanced when the grant funds become available and does not require Quorum Court action. Reimbursements to the General Fund shall not be recognized until all other anticipated revenues are 100% satisfied. Reimbursement revenues are not subject to automatic appropriation to a particular budget.
13. Approval must be provided to the Comptroller's Office by the County Judge for line item transfers within the County Judge-Emergency Budget. If approved by the County Judge, line item transfers involving supplies, other services and charges, and capital outlay categories can be made at the discretion of the Comptroller's Office. These monies are not to be granted to individual citizens but are to be used to pay for expenses incurred by the County in assisting the citizens at large when the County Judge has declared an emergency pursuant to A.C.A. §12-75-101, et. seq.

Requests for additional appropriations and transfers requiring Quorum Court action shall be made by submitting a request to the County Judge's Office. The request should be in writing and contain a justification for the additional expenditure or transfer.

Should it appear that revenues will be less than originally estimated, the County Judge will report such condition to the Quorum Court and provide recommendations for any budget revisions necessary to avoid violating the 90% limitation.