



MARILYN EDWARDS
County Judge

280 North College, Suite 500
Fayetteville, AR 72701

WASHINGTON COUNTY, ARKANSAS
County Courthouse

October 8, 2013

MEETING OF THE
WASHINGTON COUNTY QUORUM COURT
FINANCE AND BUDGET COMMITTEE

Thursday, October 10, 2013
5:30 p.m.
Washington County Quorum Court Room

AGENDA

1. Call to Order.
2. Adoption of Agenda.
3. Budget Requests for 2014:

3.0 Budget Update - Comptroller Cheryl Bolinger

	Fund	Budget
3.1	3008 County Library	0600 County Library
3.2	3008 County Library	0605 County Library- Children's
3.3	3008 County Library	0610 County Library- Greenland Branch 0611 County Library- Winslow Branch
3.4	1000 General	0102 Circuit Clerk
3.5	3006 Recorder's Cost	0128 Recorder's Cost
3.6	3006 Recorder's Cost	8888 Transfers
3.7	3012 Support Collections	8888 Transfers
3.8	1000 General	0101 County Clerk
3.9	3005 County Clerk's Cost (Automation)	0101 County Clerk
3.10	3010 County Clerk Operating	0101 County Clerk
3.11	1000 General	0109 Election Commission
3.12	1000 General	0106 Equalization Board
3.13	1000 General	0105 Assessor
3.14	1000 General	0104 Tax Collector
3.15	3001 Collector's Automation	0104 Collector's Automation

4. Next Meeting October 14 – Review Budget Requests: Circuit Courts, Public Defender, Prosecuting Attorney, District Courts, Law Library
5. Other Business.
6. Public Comment.
7. Adjournment.

Fund	Dept #	Dept Description	Personal			Other Services &			2014 Budget	2013 Budget	Difference
			Services	Supplies	Charges	Capital Outlay	Transfers Out	Debt Service			
1000 County General Fund	0100	County Judge	338,115.00	12,500.00	28,950.00			379,565.00	379,778.00	(213.00)	
1000 County General Fund	0101	County Clerk	449,969.00	18,000.00	28,625.00			496,594.00	511,591.00	(14,997.00)	
1000 County General Fund	0102	Circuit Clerk	750,115.00	13,500.00	52,900.00			816,515.00	660,331.00	156,184.00	
1000 County General Fund	0103	Treasurer	244,270.00	4,000.00	12,850.00			261,120.00	260,011.00	1,109.00	
1000 County General Fund	0104	Tax Collector	940,349.00	31,111.00	167,140.00			1,138,600.00	1,138,600.00	-	
1000 County General Fund	0105	Assessor	1,465,787.00	66,200.00	174,300.00			1,706,287.00	1,814,135.00	(107,848.00)	
1000 County General Fund	0106	Equalization Board	13,780.00	425.00	1,100,320.00			1,114,525.00	1,268,862.00	(154,337.00)	
1000 County General Fund	0107	Quorum Court	91,245.00	3,700.00	49,386.00			144,331.00	144,331.00	-	
1000 County General Fund	0108	Buildings & Grounds	726,706.00	653,050.00	814,000.00			2,193,756.00	2,774,153.00	(580,397.00)	
1000 County General Fund	0109	Election Commission	367,600.00	103,450.00	51,480.00			522,530.00	222,530.00	300,000.00	
1000 County General Fund	0110	Planning	273,204.00	10,015.00	38,624.00			321,843.00	319,151.00	2,692.00	
1000 County General Fund	0113	Comptroller	250,520.00	6,500.00	67,100.00			324,120.00	318,192.00	5,928.00	
1000 County General Fund	0115	Computer/IS Dept	642,401.00	44,200.00	786,384.00	140,000.00		1,612,985.00	866,661.00	746,324.00	
1000 County General Fund	0118	General Services	92,940.00	8,000.00	146,831.00			247,771.00	265,054.00	(17,283.00)	
1000 County General Fund	0119	Archiving/Records Management	120,448.00	5,300.00	43,203.00			168,951.00	169,328.00	(377.00)	
1000 County General Fund	0120	Grants Administrator	114,336.00	8,115.00	9,771.00			132,222.00	131,995.00	227.00	
1000 County General Fund	0121	Human Resource	222,143.00	17,316.00	121,451.00			360,910.00	357,510.00	3,400.00	
1000 County General Fund	0122	County Attorney	100,092.00	1,300.00	81,788.00			183,180.00	182,895.00	285.00	
1001 County General Fund	0300	Health Department		7,300.00	12,700.00			20,000.00	20,000.00	-	
1001 County General Fund	0301	Ambulance Service			792,309.00			792,309.00	792,309.00	-	
1000 County General Fund	0306	Spay/Neuter Program			-			-	40,000.00	(40,000.00)	
1000 County General Fund	0308	Animal Shelter	485,778.00	112,248.00	47,774.00			645,800.00	457,041.00	188,759.00	
1000 County General Fund	0400	Sheriff	5,647,313.00	592,700.00	290,150.00	300,000.00		6,830,163.00	7,136,477.00	(306,314.00)	
1000 County General Fund	0401	Circuit Court I	7,361.00	9,200.00	64,280.00			80,841.00	81,263.00	(422.00)	
1000 County General Fund	0402	Circuit Court II	7,362.00	7,301.00	30,984.00			45,647.00	46,195.00	(548.00)	
1000 County General Fund	0403	Circuit Court III	704,432.00	46,304.00	120,248.00			870,984.00	871,906.00	(922.00)	
1000 County General Fund	0404	Circuit Court IV	60,190.00	20,500.00	76,570.00			157,260.00	267,389.00	(110,129.00)	
1000 County General Fund	0405	Circuit Court V	1,500.00	8,700.00	32,875.00			43,075.00	43,075.00	-	
1000 County General Fund	0406	Circuit Court VI	2,000.00	10,772.00	25,127.00			37,899.00	37,899.00	-	
1000 County General Fund	0407	Circuit Court VII	1,614.00	13,250.00	35,690.00			50,554.00	50,534.00	20.00	
1000 County General Fund	0409	District Court Fayetteville			102,183.00			102,183.00	101,382.00	801.00	
1000 County General Fund	0410	District Court Springdale			91,015.00			91,015.00	90,260.00	755.00	
1000 County General Fund	0411	District Court Prairie Grove			36,355.00			36,355.00	36,255.00	100.00	
1000 County General Fund	0412	District Court West Fork			35,517.00			35,517.00	35,517.00	-	
1000 County General Fund	0413	District Court Elkins			44,530.00			44,530.00	34,002.00	10,528.00	
1000 County General Fund	0416	Prosecuting Attorney	813,522.00	45,500.00	114,974.00			973,996.00	982,604.00	(8,608.00)	
1000 County General Fund	0417	Public Defender	304,007.00	14,700.00	92,721.00			411,428.00	394,340.00	17,088.00	
1000 County General Fund	0419	Coroner	190,820.00	41,800.00	19,800.00			252,420.00	252,435.00	(15.00)	
1000 County General Fund	0420	Constables	100.00		105.00			205.00	198.00	7.00	
1000 County General Fund	0441	Detention Judicial Officer			62,551.00			62,551.00	62,551.00	-	
1000 County General Fund	0444	Juvenile Detention Center	1,129,391.00	169,658.00	97,941.00			1,396,990.00	1,383,221.00	13,769.00	
1000 County General Fund	0500	DEM	136,903.00	65,056.00	105,459.00			307,418.00	307,379.00	39.00	
1000 County General Fund	0502	Fire Protection	2,000.00		762,934.00			764,934.00	764,934.00	-	
1001 County General Fund	0505	County Judge-Emergency Budget		75,000.00				75,000.00	75,000.00	-	
1000 County General Fund	0702	Environmental Affairs	223,484.00	31,085.00	134,468.00			389,037.00	362,920.00	26,117.00	
1000 County General Fund	0800	Veterans Service	91,016.00	1,450.00	1,418.00			93,884.00	93,705.00	179.00	
1000 County General Fund	0801	Extension Office			106,503.00			106,503.00	106,503.00	-	
1000 County General Fund	8888	Transfers Out						38,806.00	38,806.00	-	
								26,883,109.00	26,751,208.00	131,901.00	
1002 Employee Insurance Fund	0125	Insurance Benefits			4,463,350.00			4,463,350.00	4,068,126.00	395,224.00	
1800 Flexible Spending Fund	0126	Flexible Spending			185,040.00			185,040.00	185,040.00	-	
2000 Road Fund	0200	County Road	4,170,072.00	3,252,500.00	502,985.00	725,000.00	-	9,019,669.00	9,502,741.00	(483,072.00)	
2000 Road Fund	0201	Road-1/2		1,073,520.00				1,073,520.00		1,073,520.00	
								10,093,189.00	9,502,741.00	590,448.00	
3000 Treasurer's Automation Fund	0103	Treasurer's Automation		11,700.00	10,000.00			21,700.00	24,200.00	(2,500.00)	
3001 Collector's Automation Fund	0104	Collector's Automation		70,000.00	40,000.00			110,000.00	110,000.00	-	

3002 Circuit Court Automation Fund	0437	Circuit Court Automation	1,000.00	6,400.00		7,400.00	7,500.00	(100.00)	
3005 County Clerk Cost(Automation) Fund	0101	County Clerk	-	84,500.00	89,000.00	173,500.00	187,510.00	(14,010.00)	
3006 Recorder's Cost Fund	0128	Recorder's Cost	219,174.00	174,550.00	961,200.00	1,354,924.00	1,742,193.00	(387,269.00)	
3006 Recorder's Cost Fund	8888	Transfers Out				900,000.00	900,000.00	900,000.00	
						2,254,924.00	1,742,193.00	512,731.00	
3008 County Library Fund	0600	County Library	263,142.00	21,500.00	1,719,467.00	2,004,109.00	2,026,521.00	(22,412.00)	
3008 County Library Fund	0605	County Library-Children's		2,200.00	2,000.00	4,200.00	4,200.00	-	
3008 County Library Fund	0610	County Library- Greenland Branch		27,188.00		27,188.00	19,061.00	8,127.00	
3008 County Library Fund	0611	County Library-Winslow Branch		15,172.00		15,172.00	10,798.00	4,374.00	
						2,050,669.00	2,060,580.00	(9,911.00)	
3010 County Clerk Operating Fund	0101	County Clerk		15,000.00		15,000.00	15,000.00	-	
3012 Child Support Cost Fund	8888	Child Support				42,938.00	42,938.00	35,140.00	
								7,798.00	
3014 Communications Facility & Equip Fund	0400	Sheriff	-	228,400.00	139,350.00	140,000.00	507,750.00	326,100.00	
								181,650.00	
3017 Jail Fund	0127	Buildings & Grounds	101,394.00	426,549.00	626,296.00	1,154,239.00	1,159,483.00	(5,244.00)	
3017 Jail Fund	0418	County Jail	9,862,025.00	1,443,131.00	454,323.00	11,909,479.00	11,924,312.00	(14,833.00)	
						13,063,718.00	13,083,795.00	(20,077.00)	
3019 Boating Safety Fund	0400	Sheriff		5,600.00	2,000.00	18,000.00	25,600.00	13,050.00	
								12,550.00	
3020 Emergency Nine One One Fund	0501	Nine One One	90,744.00	73,800.00	472,832.00	637,376.00	637,213.00	163.00	
3028 Adult Drug Court	8888	Transfers Out				28,515.00	28,515.00	28,515.00	
3032 Juvenile Court Representation Fund	0445	Juvenile Court Representation			30,000.00	30,000.00	31,405.00	(1,405.00)	
3401 HIV Clinic Fund	0305	HIV Clinic	126,200.00	3,438.00	59,000.00	188,638.00	187,068.00	1,570.00	
3402 Law Library Fund	0422	Law Library	-	3,000.00	80,810.00	83,810.00	116,420.00	(32,610.00)	
3406 Drug Court Program Fund	0442	Drug Court Program		200.00	21,000.00	21,200.00	10,000.00	11,200.00	
3406 Drug Court Program Fund	8888	Drug Court Program				-	17,000.00	(17,000.00)	
						21,200.00	27,000.00	(5,800.00)	
3503 Rural Community Grant Fund	0603	Brentwood Community Grant		13,000.00	5,000.00	18,000.00	18,000.00	-	
5800 Court Costs and Fines Fund	0117	Court Costs and Fines			2,000.00	360,007.00	362,007.00	362,000.00	
								7.00	
TOTALS			31,845,564.00	9,225,154.00	16,984,337.00	1,473,000.00	971,453.00	767,925.00	61,267,433.00
								59,491,289.00	1,793,144.00

Current Packet
Tentatively approved
Presented at a later date

WASHINGTON COUNTY
 2014 BUDGET Requested-COUNTY LIBRARY
 FUND: 3008 County Library DEPT: 0600 County Library

Line Item Description	2011 Acutal Expenditures	2012 Acutal Expenditures	Jan-Jun 2013 Acutal Expenditures	2013 Approved Budget	2014 Requested
PERSONAL SERVICES					
1001 SALARIES, FULL-TIME	153,719.00	150,710.60	53,849.66	160,898.00	107,358.00
1002 SALARIES, PART-TIME	75,157.65	72,873.11	37,608.12	75,632.00	100,266.00
1006 SOCIAL SECURITY MATCHING	17,183.87	16,798.68	6,860.68	18,095.00	15,884.00
1008 NONCONTRIBUTORY RETIREMENT	29,177.71	28,994.38	12,339.91	34,439.00	30,770.00
1009 HEALTH INSURANCE MATCHING	9,180.00	9,900.00	5,775.00	9,900.00	6,600.00
1010 WORKMEN'S COMPENSATION	1,863.00	2,005.00	1,673.47	3,000.00	2,000.00
1016 LIFE INSURANCE	396.00	396.00	231.00	396.00	264.00
TOTAL PERSONAL SERVICES	286,677.23	281,677.77	118,337.84	302,360.00	263,142.00
SUPPLIES					
2001 GENERAL SUPPLIES	6,665.52	6,937.42	4,347.83	5,000.00	8,000.00
2002 SMALL EQUIPMENT	1,361.14	49.82		500.00	500.00
2003 JANITORIAL SUPPLIES				50.00	50.00
2007 FUEL, OIL & LUBRICANTS	4,946.65	4,584.71	1,296.64	6,000.00	6,000.00
2008 TIRES & TUBES	346.32			750.00	750.00
2009 COMPUTER AND IT EQUIPMENT	5,839.42	2,844.84	1,860.21	2,000.00	4,200.00
2010 CHILDREN'S PROGRAMMING	3,136.81				
2018 BRANCH LIBRARIES	28,605.62				
2023 PARTS AND REPAIRS	969.49	650.50	1,442.13	2,000.00	2,000.00
2024 MAINTENANCE AND SERVICE CONTRACTS	49,403.00	3,746.00			
TOTAL SUPPLIES	101,273.97	18,813.29	8,946.81	16,300.00	21,500.00
OTHER SERVICES AND CHARGES					
3003 COMPUTER SERVICES	7,362.50		764.75		
3006 MEDICAL/DENTAL/HOSPITAL			45.00		
3009 OTHER PROFESSIONAL SERVICES	14,021.27	46,106.66	602.24	36,500.00	20,000.00
3020 TELEPHONE/FAX - LANDLINE	2,425.03	1,995.16	843.89	2,500.00	2,500.00
3021 POSTAGE	10,000.00	8,500.00	5,000.00	12,000.00	12,000.00
3023 INTERNET CONNECTION	1,319.40	1,319.40	659.70	1,750.00	1,750.00
3031 COMMON CARRIER				2,000.00	2,000.00
3032 MILEAGE				100.00	100.00
3040 ADVERTISING AND PUBLICATIONS	397.67		107.50		
3052 FIRE AND EXTENDED COVERAGE	492.00		199.85	500.00	500.00
3053 FLEET LIABILITY	1,163.00	1,163.00	612.00	1,200.00	1,200.00
3054 OTHER SUNDRY INSURANCE	1,423.00	1,811.00	1,811.00	1,900.00	1,900.00
3060 UTILITIES-ELECTRICITY	2,013.99	2,502.19	702.00	2,800.00	2,800.00
3061 UTILITIES--GAS	602.55	538.10	394.02	1,000.00	1,000.00
3062 UTILITIES--WATER	502.44	511.11	216.40	500.00	500.00
3070 RENT - LAND AND BUILDINGS	1.00	1.00	1.00	1.00	1.00
3073 LEASE--MACHINERY AND EQUIPMENT	1,387.31	1,447.62	751.80	1,400.00	1,400.00
3074 CONTRACT - OVERAGE	160.98	99.27		200.00	200.00
3090 DUES AND MEMBERSHIPS	7,499.40	9,101.12	22,470.80	9,100.00	41,000.00
3100 OTHER MISCELLANEOUS	281.68	6.08			
3102 SOFTWARE SUPPORT MAINT AGRMT		1,568.35	18,021.23	19,500.00	19,500.00
3104 MISCELLANEOUS REFUNDS				1,000.00	1,000.00
3107 MUNICIPAL LIBRARY FUNDING	1,546,629.24	1,647,019.30	797,929.98	1,595,860.00	1,610,116.00
TOTAL SERVICES AND CHARGES	1,597,682.46	1,723,689.36	851,133.16	1,689,811.00	1,719,467.00
CAPITAL OUTLAY					
4004 MACHINERY AND EQUIPMENT	85,814.00			18,000.00	
TOTAL CAPITAL OUTALY	85,814.00	-	-	18,000.00	-
2014 BUDGET Requested-COUNTY LIBRARY	2,071,447.66	2,024,180.42	978,417.81	2,026,471.00	2,004,109.00

WASHINGTON COUNTY
2014 BUDGET - COUNTY LIBRARY
FUND: 3008 County Library DEPT: 0600 County Library

Slot Title	Grade	Annual Salary
0600001 LIBRARY DIRECTOR	23	66,132.00
0600003 CHILDRENS LIBRARIAN	13	41,226.00
		107,358.00

September 17, 2013

The total requested 2014 budget for the Washington County Library System is \$2,050,669. The 2013 total requested budget was \$2,060,530. This is a decrease of \$9861 from 2013. The Assistant Director duties will be filled with part-time hours, therefore reducing our Personnel costs.

I have budgeted for six replacement computers (4 in our office and 1 each at Greenland and Winslow) because our next upgrade library automation software will require Windows 7 or Windows 8 for minimum operating system requirements and our current machines have Windows XP operating systems.

I have also budgeted \$13,000 dollars for 2014 to increase our ebook and emagazine collections.

Thank you,

Glenda Audrain
Director
Washington County Library System

WASHINGTON COUNTY

2014 BUDGET Requested-COUNTY LIBRARY

FUND: 3008 County Library DEPT: 0600 County Library

Line Item Description	2013 Approved Budget	2014 Requested	
PERSONAL SERVICES			
1001 SALARIES, FULL-TIME	160,898.00	107,358.00	Not refilling Assistant position at full time
1002 SALARIES, PART-TIME	75,632.00	100,266.00	Refilling Assistant position with part-time position
1006 SOCIAL SECURITY MATCHING	18,095.00	15,884.00	
1008 NONCONTRIBUTORY RETIREMENT	34,439.00	30,770.00	
1009 HEALTH INSURANCE MATCHING	9,900.00	6,600.00	
1010 WORKMEN'S COMPENSATION	3,000.00	2,000.00	
1016 LIFE INSURANCE	396.00	264.00	
TOTAL PERSONAL SERVICES	302,360.00	263,142.00	
SUPPLIES			
2001 GENERAL SUPPLIES	5,000.00	8,000.00	Under-estimated supply costs in 2013
2002 SMALL EQUIPMENT	500.00	500.00	
2003 JANITORIAL SUPPLIES	50.00	50.00	
2007 FUEL, OIL & LUBRICANTS	6,000.00	6,000.00	
2008 TIRES & TUBES	750.00	750.00	
2009 COMPUTER AND IT EQUIPMENT	2,000.00	4,200.00	Replace 4 PCs to meet library automation vendor requirements
2010 CHILDREN'S PROGRAMMING			
2018 BRANCH LIBRARIES			
2023 PARTS AND REPAIRS	2,000.00	2,000.00	
2024 MAINTENANCE AND SERVICE CONTRACTS			
TOTAL SUPPLIES	16,300.00	21,500.00	
OTHER SERVICES AND CHARGES			
3003 COMPUTER SERVICES			
3006 MEDICAL/DENTAL/HOSPITAL			
3009 OTHER PROFESSIONAL SERVICES	36,500.00	20,000.00	Last year budgeted subscription professional services in 3009, transferred to 3090 as year went on
3020 TELEPHONE/FAX - LANDLINE	2,500.00	2,500.00	
3021 POSTAGE	12,000.00	12,000.00	
3023 INTERNET CONNECTION	1,750.00	1,750.00	
3031 COMMON CARRIER	2,000.00	2,000.00	
3032 MILEAGE	100.00	100.00	
3040 ADVERTISING AND PUBLICATIONS			
3052 FIRE AND EXTENDED COVERAGE	500.00	500.00	
3053 FLEET LIABILITY	1,200.00	1,200.00	
3054 OTHER SUNDRY INSURANCE	1,900.00	1,900.00	
3060 UTILITIES-ELECTRICITY	2,800.00	2,800.00	
3061 UTILITIES--GAS	1,000.00	1,000.00	
3062 UTILITIES--WATER	500.00	500.00	
3070 RENT - LAND AND BUILDINGS	1.00	1.00	
3073 LEASE--MACHINERY AND EQUIPMENT	1,400.00	1,400.00	
3074 CONTRACT - OVERAGE	200.00	200.00	
3090 DUES AND MEMBERSHIPS	9,100.00	41,000.00	Plan to add some additional e-resources
3100 OTHER MISCELLANEOUS			
3102 SOFTWARE SUPPORT MAINT AGRMT	19,500.00	19,500.00	
3104 MISCELLANEOUS REFUNDS	1,000.00	1,000.00	
3107 MUNICIPAL LIBRARY FUNDING	1,595,860.00	1,610,116.00	Was able to give the libraries a slight increase over over last year
TOTAL SERVICES AND CHARGES	1,689,811.00	1,719,467.00	
CAPITAL OUTLAY			
4004 MACHINERY AND EQUIPMENT	18,000.00		No capital purchases this year
TOTAL CAPITAL OUTLAY	18,000.00	-	
2014 BUDGET Requested-COUNTY LIBRARY	2,026,471.00	2,004,109.00	

WASHINGTON COUNTY

2014 BUDGET Requested-COUNTY LIBRARY-CHILDREN'S

FUND: 3008 County Library DEPT: 0605 County Library-Children's

Line Item Description	2012 Actual Expenditures	Jan-Jun 2013 Actual Expenditures	2013 Approved Budget	2014 Requested
SUPPLIES				
2001 GENERAL SUPPLIES	1,421.72	904.62	2,200.00	2,100.00
2002 SMALL EQUIPMENT	67.68			
2005 FOOD	58.96	74.29		100.00
TOTAL SUPPLIES	1,548.36	978.91	2,200.00	2,200.00
OTHER SERVICES AND CHARGES				
3009 OTHER PROFESSIONAL SERVICES	1,540.00	1,375.00	2,000.00	2,000.00
TOTAL SERVICES AND CHARGES	1,540.00	1,375.00	2,000.00	2,000.00
2014 BUDGET Requested-COUNTY LIBRARY-CHILDREN'S	3,088.36	2,353.91	4,200.00	4,200.00

WASHINGTON COUNTY
2014 BUDGET Requested-COUNTY LIBRARY-CHILDREN'S
FUND: 3008 County Library DEPT: 0605 County Library-Children's

Line Item Description	2013 Approved Budget	2014 Requested
SUPPLIES		
2001 GENERAL SUPPLIES	2,200.00	2,100.00
2002 SMALL EQUIPMENT		
2005 FOOD		100.00
TOTAL SUPPLIES	2,200.00	2,200.00
OTHER SERVICES AND CHARGES		
3009 OTHER PROFESSIONAL SERVICES	2,000.00	2,000.00
TOTAL SERVICES AND CHARGES	2,000.00	2,000.00
2014 BUDGET Requested-COUNTY LIBRARY-CHILDREN'S	4,200.00	4,200.00

2013 we began to have to break the snacks for the Teen programs out from our supplies

WASHINGTON COUNTY

2014 BUDGET Requested -COUNTY LIBRARY- GREENLAND BRANCH

FUND: 3008 County Library DEPT: 0610 County Library-Greenland Branch

Line Item Description	2012 Actual Expenditures	Jan-Jun 2013 Actual Expenditures	2013 Approved Budget	2014 Requested
SUPPLIES				
2001 GENERAL SUPPLIES	17,834.92	6,640.67	19,061.00	26,188.00
2002 SMALL EQUIPMENT	105.96			
2009 COMPUTER EQUIPMENT	1,296.37			1,000.00
TOTAL SUPPLIES	19,237.25	6,640.67	19,061.00	27,188.00
2014 BUDGET Requested -COUNTY LIBRARY- GREENLAND BRANCH				
	19,237.25	6,640.67	19,061.00	27,188.00

WASHINGTON COUNTY

2014 BUDGET Requested -COUNTY LIBRARY-WINSLOW BRANCH

FUND: 3008 County Library DEPT: 0611 County Library-Winslow Branch

Line Item Description	2012 Actual Expenditures	Jan-Jun 2013 Actual Expenditures		2014 Requested
SUPPLIES				
2001 GENERAL SUPPLIES	15,815.87	5,791.76	10,798.00	14,172.00
2009 COMPUTER EQUIPMENT	1,149.62			1,000.00
TOTAL SUPPLIES	16,965.49	5,791.76	10,798.00	15,172.00
2014 BUDGET Requested -COUNTY LIBRARY-WINSLOW BRANCH				
	16,965.49	5,791.76	10,798.00	15,172.00

WASHINGTON COUNTY
 2014 BUDGET Requested -COUNTY LIBRARY- GREENLAND BRANCH
 FUND: 3008 County Library DEPT: 0610 County Library-Greenland Branch

Line Item Description	2013	2014
	Approved Budget	Requested
SUPPLIES		
2001 GENERAL SUPPLIES	19,061.00	26,188.00
2002 SMALL EQUIPMENT		
2009 COMPUTER EQUIPMENT		1,000.00
TOTAL SUPPLIES	19,061.00	27,188.00
2014 BUDGET Requested -COUNTY LIBRARY- GREENLAND BRANCH		
	19,061.00	27,188.00

Increased materials budget in keeping with library board's funding formula which is based the amount of property tax collected in the city limits and other factors
 Purchasing new staff PC to meet updated vendor software requirements

WASHINGTON COUNTY
 2014 BUDGET Requested -COUNTY LIBRARY- WINSLOW BRANCH
 FUND: 3008 County Library DEPT: 0611 County Library-Winslow Branch

Line Item Description	2014	
	Requested	
SUPPLIES		
2001 GENERAL SUPPLIES	10,798.00	14,172.00
2009 COMPUTER EQUIPMENT		1,000.00
TOTAL SUPPLIES	10,798.00	15,172.00
2014 BUDGET Requested -COUNTY LIBRARY- WINSLOW BRANCH		
	10,798.00	15,172.00

Increased materials budget in keeping with library board's funding formula which is based the amount of property tax collected in the city limits and other factors
 Purchasing new staff PC to meet updated vendor software requirements

WASHINGTON COUNTY

2014 BUDGET REQUESTED- CIRCUIT CLERK

FUND: 1000 County General DEPT: 0102 Circuit Clerk

Line Item Description	2011 Actual Expenditures	2012 Actual Expenditures	Jan-Jun 2013 Actual Expenditures	2013 Approved Budget	2014 Requested
PERSONAL SERVICES					
1001 SALARIES, FULL-TIME	407,331.67	405,486.55	204,715.04	421,159.00	560,916.00
1005 OVERTIME/OTHER PREMIUM COMPENSATION	11.93	676.22	3,110.28	2,000.00	6,000.00
1006 SOCIAL SECURITY MATCHING	30,172.25	29,998.07	15,035.67	32,372.00	43,370.00
1008 NONCONTRIBUTORY RETIREMENT	49,549.62	55,134.87	29,593.69	61,612.00	84,017.00
1009 HEALTH INSURANCE MATCHING	33,660.00	36,300.00	21,175.00	36,300.00	52,800.00
1010 WORKMEN'S COMPENSATION	195.00	445.00	441.19	886.00	900.00
1011 UNEMPLOYMENT COMPENSATION		8,346.00			
1016 LIFE INSURANCE	1,452.00	1,452.00	847.00	1,452.00	2,112.00
TOTAL PERSONAL SERVICES	522,372.47	537,838.71	274,917.87	555,781.00	750,115.00
SUPPLIES					
2001 GENERAL SUPPLIES	12,448.22	9,209.62	5,885.37	13,000.00	12,000.00
2002 SMALL EQUIPMENT	171.71	110.72	1,103.63	1,500.00	1,000.00
2005 FOOD	638.59	1,770.21	238.55	1,000.00	
2009 COMPUTER/IT EQUIPMENT	2,006.15		579.70	4,000.00	
2023 PARTS AND REPAIRS	682.58	957.39	14.15	1,050.00	
2024 MAINTENANCE AND SERVICE CONTRACTS		292.79	311.36	1,000.00	500.00
TOTAL SUPPLIES	15,947.25	12,340.73	8,132.76	21,550.00	13,500.00
OTHER SERVICES AND CHARGES					
3009 OTHER PROFESSIONAL SERVICES		173.71			
3020 TELEPHONE/FAX - LANDLINE	3,043.43	3,297.57	560.17	1,000.00	300.00
3021 POSTAGE	13,533.20	7,584.06	7,006.68	17,000.00	15,000.00
3032 MILEAGE		223.11			
3052 FIRE AND EXTENDED COVERAGE	565.00	-	265.86	1,000.00	600.00
3054 OTHER SUNDRY INSURANCE			150.00		
3073 LEASE - MACHINERY AND EQUIPMENT	15,645.17	16,349.96	7,460.53	20,000.00	12,000.00
3080 PUBLIC RECORDS	21,722.06	33,339.05	77.34	44,000.00	25,000.00
3090 DUES AND MEMBERSHIPS			165.00		
3100 OTHER MISCELLANEOUS	1,177.82	37.44			
3101 TRAINING/EDUCATION	99.00				
3102 SOFTWARE SUPPORT MAINT AGRMT		2,990.00			
3104 MISCELLANEOUS REFUNDS	1,658.44	240.00	300.00		
TOTAL SERVICES AND CHARGES	57,444.12	64,234.90	15,985.58	83,000.00	52,900.00
2014 BUDGET REQUESTED- CIRCUIT CLERK	595,763.84	614,414.34	299,036.21	660,331.00	816,515.00

WASHINGTON COUNTY
2014 BUDGET - CIRCUIT CLERK
FUND: 1000 County General DEPT: 0102 Circuit Clerk

Slot Title	Grade	Annual Salary
0102001 CIRCUIT CLERK	UN	84,229.00
0102002 CHIEF DEPUTY CIRCUIT CLERK	21	46,206.00
0102003 COMPUTER ADMIN- CIRCUIT CLERK	18	41,268.00
0102010 BOOKKEEPER/DATA SUPERVISOR	16	34,882.00
0102011 BOOKKEEPER-CRIMINAL/JUV COURT	15	41,538.00
0102015 DEPUTY CIRCUIT CLERK II	13	31,700.00
0102016 ASST BOOKKEEPER/CRIM/JUV CT	12	28,663.00
0102020 ASST BOOKKEEPER	12	31,034.00
0102023 DEPUTY CIRCUIT CLERK I	10	25,605.00
0102024 DEPTUY CIRCUIT CLERK I	10	25,605.00
0102025 DEPUTY CIRCUIT CLERK I	10	27,560.00
0102026 DEPUTY CIRCUIT CLERK I	10	25,605.00
0102027 DEPUTY CIRCUIT CLERK I	10	27,144.00
0102028 DEPUTY CIRCUIT CLERK I	10	25,605.00
0102050 DOMESTIC RELATIONS SPECIALIST	10	28,496.00
0102060 CHILD SUPPORT ADMINISTRATOR	15	35,776.00
		<hr/> <hr/> 560,916.00



WASHINGTON COUNTY CIRCUIT CLERK'S OFFICE
WASHINGTON COUNTY COURTHOUSE
280 NORTH COLLEGE AVE SUITE 302
FAYETTEVILLE, ARKANSAS 72701
PHONE (479) 444-1538
FAX (479) 4441537

August 30, 2013

To: Washington County Finance/Budget Committee of the Whole

Re: 2014 Budget Requests

This letter is to give the Committee information regarding adjustments to the budget for the Circuit Clerk's office for 2014. In reviewing the previous three year budget history for this department, I feel that some substantial adjustments can be made. As you will see, I have been able to cut over \$250,000.00 from the 2013 budget as a projection for the 2014 budget.

In regards to line item 1005 (overtime) in both the General Fund and the Recorder's Cost Fund, the change was made to split the amount evenly between the two budgets. This is a safety measure to not have to transfer money from one account to another during the course of the year.

In regards to line item 1002 (part-time salaries) in the Recorder's Cost Fund, I feel that the increase in the amount is needed as a contingency plan in the event that a staff member is out for an extended period of time. Case in point, one of my staff was out on medical leave this year and we needed the extra part-time help to cover the absence. I would like to have those funds in place just in case of future situations.

The other changes to the line items are cuts. These have come about by looking at a three year history of expenditures by this office and using an average of those to safely have dollar amounts to cover expenses for the year. Projections for the expenses of 2014 have been submitted with small buffer amount added to each line item.

One concern that I do have is the division of full-time salary amounts in the General Fund and the Recorder's Cost Fund. Some members of the staff have been moved to different positions in the office that should not be funded out of the Recorder's Cost Fund according to guidelines. Taking into consideration their current assignments and not foreseeing any changes in the future, I feel that some adjustments need to be made to those allocations. The total amount between the funds should not be different, but the amounts from each fund will show a difference.

As this is my first budget process, I look forward to your input and suggestions in making 2014 a great year for Washington County.

Thank you for your consideration in this matter.

Sincerely,

Kyle Sylvester
Washington County Circuit Clerk

WASHINGTON COUNTY

2014 BUDGET REQUESTED - RECORDER'S COST

FUND: 3006 Recorder's Cost Fund DEPT: 0128 Recorder's Cost

Line Item Description	2011 Actual Expenditures	2012 Actual Expenditures	Jan-Jun 2013 Actual Expenditures	2013 Approved Budget	2014 Requested
PERSONAL SERVICES					
1001 SALARIES, FULL-TIME	235,333.47	240,606.62	124,186.99	247,188.00	126,506.00
1002 SALARIES, PART-TIME	2,517.02	6,260.21	8,594.55	15,000.00	35,000.00
1005 OVERTIME/OTHER PREMIUM COMPENSATION	31.91	571.03	3,132.42	10,000.00	6,000.00
1006 SOCIAL SECURITY MATCHING	17,189.38	17,683.85	11,911.47	20,823.00	12,815.00
1008 NONCONTRIBUTORY RETIREMENT	30,496.91	33,585.54	17,913.68	39,631.00	24,825.00
1009 HEALTH INSURANCE MATCHING	24,480.00	26,400.00	13,200.00	26,400.00	13,200.00
1010 WORKMEN'S COMPENSATION	275.00	247.00	354.85	375.00	300.00
1016 LIFE INSURANCE	1,056.00	1,056.00	616.00	1,056.00	528.00
TOTAL PERSONAL SERVICES	311,379.69	326,410.25	179,909.96	360,473.00	219,174.00
SUPPLIES					
2001 GENERAL SUPPLIES	9,050.28	10,781.06	5,342.10	20,000.00	15,000.00
2002 SMALL EQUIPMENT	7,788.20	2,706.07	25,494.97	120,000.00	50,000.00
2003 JANITORIAL SUPPLIES			20.65		50.00
2005 FOOD			324.70	2,000.00	2,000.00
2006 CLOTHING/UNIFORMS	6,789.99	3,392.53	0.00	15,000.00	2,500.00
2007 COMPUTER/IT EQUIPMENT	33,165.59	29,087.92	12,513.34	50,000.00	50,000.00
2023 PARTS AND REPAIRS	240.93		303.45	10,000.00	5,000.00
2024 MAINTENANCE AND SERVICE CONTRACTS	2,179.54	2,179.54		150,000.00	50,000.00
TOTAL SUPPLIES	59,214.53	48,147.12	43,999.21	367,000.00	174,550.00
OTHER SERVICES AND CHARGES					
3009 OTHER PROFESSIONAL SERVICES	16,251.10	58,709.70	405.00	60,000.00	30,000.00
3020 TELEPHONE/FAX-LANDLINE			875.97		
3031 POSTAGE		262.59			
3032 MILEAGE REIMBURSEMENT		214.23		510.00	1,500.00
3040 ADVERTISING AND PUBLICATIONS	58.80			510.00	
3052 FIRE AND EXTENDED COVERAGE	24.00			100.00	100.00
3054 OTHER SUNDRY INSURANCE	1,635.00	2,058.00	2,058.00	1,900.00	2,100.00
3073 LEASE - MACHINERY AND EQUIPMENT	25,903.62	24,889.74	10,715.22	49,000.00	25,000.00
3090 DUES AND MEMBERSHIPS	320.00	445.00	380.00	700.00	500.00
3094 MEALS AND LODGING		382.30		1,000.00	1,000.00
3100 OTHER MISCELLANEOUS	212.04	49.92			
3101 TRAINING/EDUCATION	149.00	149.00		1,000.00	1,000.00
3102 SOFTWARE/SUPPORT/MAINT. AGREE	155,240.24	172,791.81	67,025.25	900,000.00	900,000.00
TOTAL OTHER SERVICES AND CHARGES	199,793.80	259,952.29	81,459.44	1,014,720.00	961,200.00
CAPITAL OUTLAY					
4004 MACHINERY AND EQUIPMENT	6,343.21				
TOTAL CAPITAL OUTLAY	6,343.21				
2014 BUDGET REQUESTED - RECORDER'S COST	576,731.23	634,509.66	305,368.61	1,742,193.00	1,354,924.00

WASHINGTON COUNTY

2014 BUDGET - RECORDER'S COST

FUND: 3006 Recorder's Cost Fund DEPT: 0128 Recorder's Cost

Slot Title	Grade	Annual Salary
0128002 ASSIT BOOKKEEPER/DATA SUPERVIS	12	31,928.00
0128004 LAND RECORDER	15	37,773.00
0128005 DEPUTY CIRCUIT CLERK I	10	29,141.00
0128006 DEPUTY CIRCUIT CLERK I	10	27,664.00
		<hr/> <hr/> 126,506.00

WASHINGTON COUNTY

2014 BUDGET REQUESTED - RECORDER'S COSTS TRANSFERS OUT

FUND: 3006 Recorder's Cost Fund DEPT: 8888 Transfers

Line Item Description	2011 Actual Expenditurs	2012 Actual Expenditurs	Jan-Jun 2013 Actual Expenditurs	2013 Approved Budget	2014 Requested
TRANSFERS					
9999 TRANSFERS OUT	773,946.43	869,527.21	434,991.14	-	900,000.00
TOTAL OTHER TRANSFERS	773,946.43	869,527.21	434,991.14	-	900,000.00
2014 BUDGET REQUESTED - RECORDER'S COSTS TRANSFER	773,946.43	869,527.21	434,991.14	-	900,000.00

 WASHINGTON COUNTY

2014 BUDGET REQUESTED - SUPPORT COLLECTIONS

FUND: 3012 Support Collections DEPT: 8888 Transfers

Line Item Description	2011 Actual Expenditures	2012 Actual Expenditures	Jan-Jun 2013 Actual Expenditures	2013 Approved Budget	2014 Requested
TRANSFERS					
9999 TRANSFERS OUT		22,183.10	19,525.35	35,140.00	42,938.00
TOTAL OTHER TRANSFERS		22,183.10	19,525.35	35,140.00	42,938.00
<hr/>					
2014 BUDGET REQUESTED - SUPPORT COLLECTIONS		22,183.10	19,525.35	35,140.00	42,938.00

WASHINGTON COUNTY

2014 BUDGET REQUESTED - COUNTY CLERK

FUND: 1000 County General DEPT: 0101 County Clerk

Line Item Description	2011	2012	Jan-Jun 2013	2013	2014
	Actual Expenditures	Actual Expenditures	Actual Expenditures	Approved Budget	Requested
PERSONAL SERVICES					
1001 SALARIES, FULL-TIME	282,722.02	301,705.15	155,790.95	327,903.00	317,961.00
1002 SALARIES, PART-TIME	801.79	10,693.18		20,000.00	14,500.00
1005 OVERTIME/OTHER PREMIUM COMPENSATION	29.38	2,759.05		6,500.00	12,000.00
1006 SOCIAL SECURITY MATCHING	20,911.85	23,181.64	11,398.12	27,112.00	26,352.00
1008 NONCONTRIBUTORY RETIREMENT	33,807.72	40,430.49	23,150.92	51,602.00	51,050.00
1009 HEALTH INSURANCE MATCHING	21,420.00	23,375.00	15,400.00	23,100.00	26,400.00
1010 WORKMEN'S COMPENSATION	590.00	529.00	615.65	500.00	650.00
1011 UNEMPLOYMENT COMPENSATION	3,272.00	1,659.30			
1016 LIFE INSURANCE	924.00	935.00	616.00	924.00	1,056.00
TOTAL PERSONAL SERVICES	364,478.76	405,267.81	206,971.64	457,641.00	449,969.00
SUPPLIES					
2001 GENERAL SUPPLIES	7,357.01	7,322.28	11,421.89	13,500.00	13,500.00
2002 SMALL EQUIPMENT	567.14	58.59		800.00	800.00
2005 FOOD	395.66	1,167.03	447.20	1,200.00	1,200.00
2009 COMPUTER EQUIPMENT			37.04		
2023 PARTS AND REPAIRS	437.44			1,500.00	1,500.00
2024 MAINTENANCE AND SERVICE CONTRACTS	1,576.47			2,000.00	1,000.00
TOTAL SUPPLIES	10,333.72	8,547.90	11,906.13	19,000.00	18,000.00
OTHER SERVICES AND CHARGES					
3009 OTHER PROFESSIONAL SERVICES	350.00		368.50	500.00	500.00
3020 TELEPHONE/FAX - LANDLINE	1,330.30			2,000.00	
3021 POSTAGE	18,330.39	12,804.48	10,025.67	15,000.00	15,000.00
3022 CELL PHONE/PAGER/RADIO				725.00	
3030 TRAVEL	122.50			1,500.00	1,500.00
3031 COMMON CARRIER	668.89			1,000.00	1,000.00
3032 MILEAGE	522.75	971.88	436.70	1,000.00	1,000.00
3040 ADVERTISING AND PUBLICATIONS	504.00	295.20	282.00	1,000.00	1,000.00
3052 FIRE AND EXTENDED COVERAGE	52.00		26.08	125.00	125.00
3073 LEASE-MACHINERY AND EQUIPMENT				3,300.00	
3080 PUBLIC RECORDS				2,500.00	
3090 DUES AND MEMBERSHIPS	1,432.00	540.00	1,235.00	2,200.00	2,000.00
3094 MEALS AND LODGING	1,811.07	694.88	448.49	3,100.00	3,000.00
3101 TRAINING/EDUCATION		375.00	250.00	1,000.00	500.00
3102 SOFTWARE SUPPORT MAINT AGRMT	832.08	562.64			3,000.00
TOTAL SERVICES AND CHARGES	25,955.98	16,244.08	13,072.44	34,950.00	28,625.00
2014 BUDGET REQUESTED - COUNTY CLERK	400,768.46	430,059.79	231,950.21	511,591.00	496,594.00

WASHINGTON COUNTY
2014 BUDGET - COUNTY CLERK
FUND: 1000 County General DEPT: 0101 County Clerk

Slot Title	Grade	Annual Salary
0101001 COUNTY CLERK	UN	84,229.00
0101002 CHIEF DEPUTY- COUNTY CLERK	21	44,367.00
0101003 ELECTION ADMINISTRATOR	18	38,127.00
0101004 DEPUTY CLERK III HD BK/RETIREMENT ADM	16	36,317.00
0101005 ELEC ADMIN ASST/ABSENTEE VOTIN	14	30,160.00
0101006 DEP CK II EQ EXEC SEC	12	29,079.00
0101007 DEP CK II VOTER REGISTER	10	25,605.00
0101008 ASST COURT ADMINISTRATOR	13	30,077.00
		317,961.00

**WASHINGTON COUNTY
STATE OF ARKANSAS
Becky Lewallen
County and Probate Clerk
280 N. College Avenue, Suite 300
Fayetteville, Arkansas 72701**

September 17, 2013

The requested 2014 budget for the County Clerk's office reflects a few reductions due to non-usage of some line items and spending trends. Other than that, it is the same that was approved for 2013.

Thank you,
Becky Lewallen

WASHINGTON COUNTY

2014 BUDGET REQUESTED - COUNTY CLERK'S COST (AUTOMATION)

FUND: 3005 County Clerk's Cost Fund (Automation) DEPT: 0101 County Clerk

Line Item Description	2011 Actual Expenditures	2012 Actual Expenditures	Jan-Jun 2013 Actual Expenditures	2013 Approved Budget	2014 Actual Expenditures
SUPPLIES					
2001 GENERAL SUPPLIES	2,432.37	2,295.48		1,300.00	1,300.00
2002 SMALL EQUIPMENT	10,530.93	23,789.46		20,000.00	20,000.00
2007 COMPUTER/IT EQUIPMENT		2,015.17	1,245.80	59,000.00	50,000.00
2023 PARTS AND REPAIRS	196.64	1,944.47	1,196.19	6,200.00	6,200.00
2024 MAINTENANCE AND SERVICE CONTRACTS	65.55			7,000.00	7,000.00
TOTAL SUPPLIES	13,225.49	30,044.58	2,441.99	93,500.00	84,500.00
OTHER SERVICES AND CHARGES					
3009 OTHER PROFESSIONAL SERVICES	5,317.91	1,824.40		56,030.00	50,000.00
3020 TELEPHONE/FAX-LANDLINE	109.89	1,549.85	669.07		1,800.00
3021 POSTAGE		256.89			
3022 CELL PHONE/PAGER/RADIO	729.07	375.63			
3023 INTERNET CONNECTION	959.40	879.45	479.70	1,200.00	1,200.00
3030 TRAVEL				780.00	
3040 ADVERTISING AND PUBLICATIONS	588.00				
3073 LEASE - MACHINERY AND EQUIPMENT	5,666.82	5,962.68	3,055.98	6,000.00	6,000.00
3074 CONTRACT- OVERAGE	28.20	273.33			
3100 OTHER MISCELLANEOUS	14.12	28.08			
3102 SOFTWARE SUPPORT MAINT AGRMT	4,989.46	15,392.66	3,897.24	30,000.00	30,000.00
TOTAL SERVICES AND CHARGES	18,402.87	26,542.97	8,101.99	94,010.00	89,000.00
CAPITAL OUTLAY					
4009 COMPUTER MACHINERY/EQUIPMENT		5,129.29	0.00		
TOTAL CAPITAL OUTLAY	0.00	5,129.29	0.00	0.00	0.00
2014 BUDGET REQUESTED - COUNTY CLERK'S COST (AUTO	31,628.36	61,716.84	10,543.98	187,510.00	173,500.00

WASHINGTON COUNTY

2014 BUDGET REQUESTED - COUNTY CLERK OPERATING

FUND: 3010 County Clerk Operating Fund DEPT: 0101 County Clerk

Line Item Description	2011 Actual Expenditures	2012 Actual Expenditures	Jan-Jun 2013 Actual Expenditures	2013 Approved Budget	2014 Requested
SUPPLIES					
2001 GENERAL SUPPLIES	1516.72	0.00	0.00	10,000.00	10,000.00
2002 SMALL EQUIPMENT	7303.71	1,337.38	0.00	5,000.00	5,000.00
TOTAL SUPPLIES	8,820.43	1,337.38	0.00	15,000.00	15,000.00
OTHER SERVICES AND CHARGES					
3022 CELL PHONE/PAGER/RADIO	55.08				
TOTAL OTHER SERVICES AND CHARGES	55.08	0.00	0.00	0.00	0.00
2014 BUDGET REQUESTED - COUNTY CLERK OPERATING	8,875.51	1,337.38	0.00	15,000.00	15,000.00

WASHINGTON COUNTY

2014 Requested BUDGET - ELECTION COMMISSION

FUND: 1000 County General DEPT: 0109 Election

Line Item Description	2011 Actual Expenditures	2012 Actual Expenditures	2013 Actual Expenditures	2013 Approved Budget	2014 Requested
PERSONAL SERVICES					
1002 SALARIES, PART-TIME	148,125.44	279,716.23	42,740.71	154,000.00	343,000.00
1005 OVERTIME/OTHER PREMIUM COMP		1,002.83	0.00		
1006 SOCIAL SECURITY MATCHING	7,070.01	10,665.31	3,231.22	7,100.00	11,000.00
1008 NONCONTRIBUTORY RETIREMENT	6,782.01	12,446.55	5,231.17	6,800.00	13,000.00
1010 WORKMEN'S COMPENSATION	651.00	585.00	409.76	700.00	600.00
1011 UNEMPLOYMENT COMPENSATION	64.00	1,595.67	608.16		
TOTAL PERSONAL SERVICES	162,692.46	306,011.59	52,221.02	168,600.00	367,600.00
SUPPLIES					
2001 GENERAL SUPPLIES	23,927.80	86,747.76	2,049.66	23,500.00	99,000.00
2002 SMALL EQUIPMENT	1,414.87	488.79		1,000.00	1,000.00
2005 FOOD	11.52	400.90	13.02		400.00
2007 FUEL, OIL & LUBRICANTS	516.13	813.97		700.00	1,000.00
2009 COMPUTER/IT EQUIPMENT	4,851.52	182.83		2,000.00	500.00
2023 PARTS AND REPAIRS	32.00				
2024 MAINTENANCE AND SERVICE CONTRACTS		81.94	1,507.65	2,500.00	1,550.00
TOTAL SUPPLIES	30,753.84	88,716.19	3,570.33	29,700.00	103,450.00
OTHER SERVICES AND CHARGES					
3009 OTHER PROFESSIONAL SERVICES	1,180.73	6,537.00	512.00	1,500.00	7,000.00
3020 TELEPHONE/FAX - LANDLINE	607.14	609.97	274.89	700.00	700.00
3021 POSTAGE	451.19	1,348.22	54.41	600.00	1,500.00
3022 CELL PHONES/PAGERS	2,657.93	3,821.40	1,118.69	3,100.00	4,000.00
3032 MILEAGE	4,564.38	7,382.22	315.50	4,700.00	7,500.00
3040 ADVERTISING AND PUBLICATIONS	4,144.74	16,671.30	1,971.90	5,000.00	22,000.00
3052 FIRE AND EXTENDED COVERAGE	2,474.00		953.35	2,474.00	1,000.00
3054 OTHER SUNDRY INSURANCE	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
3071 RENT - MACHINERY AND EQUIPMENT	2,302.92	3,809.51		2,050.00	4,200.00
3073 LEASE - MACHINERY AND EQUIPMENT	650.93	1,124.23	725.28	1,400.00	1,200.00
3074 CONTRACT-OVERAGE	34.34	337.26	139.72		400.00
3090 DUES AND MEMBERSHIPS	215.00	215.00	215.00	215.00	215.00
3094 MEALS AND LODGING	429.80	232.22		500.00	265.00
3100 OTHER MISCELLANEOUS	450.56			491.00	
3101 TRAINING/EDUCATION	300.00				
3102 SOFTWARE SUPPORT MAINT AGRMT	1,166.20				
TOTAL OTHER SERVICES AND CHARGES	23,129.86	43,588.33	7,780.74	24,230.00	51,480.00
2014 Requested BUDGET - ELECTION COMMISSION	216,576.16	438,316.11	63,572.09	222,530.00	522,530.00
Contingency - Election				300,000.00	



3.11-A

WASHINGTON COUNTY ELECTION COMMISSION
County Courthouse, Suite 140
280 North College Ave.
Fayetteville, AR 72701

August 23, 2013

Budget Request Explanation

	2012 Actual Expenditures	2012 Budgeted	2014 Budget	Difference Between 2012 Actual/ 2014 Budget
Personal Services	\$306,011.59	\$386,700	\$367,600	\$61,588.41
Supplies	\$88,716.19	\$85,000	\$103,450	\$14,733.81
Other Services	\$43,588.33	\$50,830	\$51,480	\$7,876.67
Total	\$438,316.11	\$522,530	\$522,530	

Personal Services: In 2012, the Election Commission spent \$80,688.41 less than was actually budgeted for personal. This was due to the fact that there was not a Run-Off for the May Primary and the Run-Off for the General Election was smaller than anticipated. I have adjusted the personal services to reflect a Run-Off for the May Primary (with 3 confirmed Candidates for the Republican Primary for Governor, it is likely that there will be a Run-Off) and a \$1.00 raise for all of the Poll Workers and Supervisors. Right now our workers make, on average, \$101.40 Election Day and our Supervisors make, \$114.40 Election Day. A raise would change this to \$114.40 for Poll Workers and \$127.40 for Supervisors. Poll Workers in Pulaski County make \$105 a day and Supervisors make \$120 and in Benton County, Poll Workers make \$104 a day and Supervisors make \$130.

Supplies: In 2012, the Election Commission spent \$3,716.19 more than was budget. This was due to the General Election requiring a 2 page ballot. For 2012, the Election Commission spent close to \$80,000 alone for paper ballots. I have adjusted the 2014 budget to reflect the possible need for a 2 page ballot for the General Election and the additional cost for ballots for a Run-Off for the May Primary.

Other Services: In 2012, the Election Commission spent \$7,876.67 less than was budgeted for other services. In part this was due to the fact that there was not a Run-Off for the May Primary. I have adjusted the 2014 budget to reflect additional cost for publication, other professional services (Audio Ballots), and truck rental for a Run-Off Election.

By making these adjustments my 2014 budget request is the same as my budget from 2012.

Jennifer B. Price
Washington County Election Coordinator
479-444-1766

WASHINGTON COUNTY

2014 BUDGET Requested - EQUALIZATION BOARD

FUND: 1000 County General DEPT: 0106 Equalization Board

Line Item Description	2011 Actual Expenditures	2012 Actual Expenditures	2013 Actual Expenditures	2013 Approved Budget	2014 Requested
PERSONAL SERVICES					
1001 SALARIES, FULL-TIME				10,771.00	
1002 SALARIES, PART-TIME	11,726.20	12,800.00		30,000.00	12,800.00
1006 SOCIAL SECURITY MATCHING	887.51	979.20		3,119.00	980.00
1008 NONCONTRIBUTORY RETIREMENT				2,032.00	
1010 WORKMEN'S COMPENSATION	8.00	6.00	7.42	50.00	0.00
TOTAL PERSONAL SERVICES	12,621.71	13,785.20	7.42	45,972.00	13,780.00
SUPPLIES					
2001 GENERAL SUPPLIES	55.97	79.75		1,550.00	100.00
2002 SMALL EQUIPMENT				325.00	325.00
2005 FOOD		26.10			0.00
TOTAL SUPPLIES	55.97	105.85	0.00	1,875.00	425.00
OTHER SERVICES AND CHARGES					
3008 PROPERTY REAPPRAISAL	1,031,119.92	1,031,119.92	384,920.00	1,039,135.00	1,031,120.00
3009 OTHER PROFESSIONAL SERVICES		56,050.82	227,082.00	178,800.00	69,000.00
3021 POSTAGE	174.43	213.52		500.00	200.00
3040 ADVERTISING AND PUBLICATIONS				500.00	0.00
3100 OTHER MISCELLANEOUS	44.55				0.00
3102 SOFTWARE SUPPORT MAINT AGRMT		40,241.64		2,080.00	0.00
TOTAL SERVICES AND CHARGES	1,031,338.90	1,127,625.90	612,002.00	1,221,015.00	1,100,320.00
2014 BUDGET Requested - EQUALIZATION BOARD	1,044,016.58	1,141,516.95	612,009.42	1,268,862.00	1,114,525.00

WASHINGTON COUNTY
 2014 BUDGET Requested - ASSESSOR
 FUND: 1000 County General DEPT: 0105 Assessor

Line Item Description	2011 Actual Expenditures	2012 Actual Expenditures	Jan-Jun 2013 Actual Expenditures	2013 Approved Budget	2014 Requested
PERSONAL SERVICES					
1001 SALARIES, FULL-TIME	986,059.76	1,038,751.32	508,122.65	1,080,065.00	1,070,416.00
1002 SALARIES, PART-TIME	45,238.29	35,798.45	13,134.79	30,500.00	27,450.00
1005 OVERTIME/OTHER PREMIUM COMPENSATION	1,021.97	1,756.35	1,464.50	4,000.00	4,000.00
1006 SOCIAL SECURITY MATCHING	76,380.71	79,571.65	38,547.77	85,265.00	84,293.00
1008 NONCONTRIBUTORY RETIREMENT	131,087.52	148,540.81	73,869.31	162,281.00	162,704.00
1009 HEALTH INSURANCE MATCHING	97,920.00	105,600.00	61,600.00	105,600.00	105,600.00
1010 WORKMEN'S COMPENSATION	3,443.00	3,144.00	2,834.26	7,100.00	7,100.00
1011 UNEMPLOYMENT COMPENSATION	500.00	8,118.00	2,046.84		
1016 LIFE INSURANCE	4,224.00	4,224.00	2,464.00	4,224.00	4,224.00
TOTAL PERSONAL SERVICES	1,345,875.25	1,425,504.58	704,084.12	1,479,035.00	1,465,787.00
SUPPLIES					
2001 GENERAL SUPPLIES	18,495.69	13,150.77	7,411.20	28,000.00	17,500.00
2002 SMALL EQUIPMENT	3,918.77	1,982.56	829.98	8,000.00	2,000.00
2003 JANITORIAL SUPPLIES	96.35	48.15	10.90	500.00	100.00
2004 MEDICINE & DRUGS	11.85	73.79	24.97		100.00
2005 FOOD	1,944.25	2,287.12	746.59	1,500.00	1,500.00
2006 CLOTHING/UNIFORMS	1,883.20		-	1,500.00	500.00
2007 FUEL, OIL & LUBRICANTS	20,241.82	17,051.95	5,102.53	17,500.00	12,000.00
2008 TIRES & TUBES	2,083.31	219.29	913.33	1,800.00	2,000.00
2009 COMPUTER/IT EQUIPMENT	22,992.26	5,902.96	15,389.82	35,000.00	25,000.00
2020 BUILDING MATERIALS AND SUPPLIES	619.22			4,000.00	1,000.00
2023 PARTS AND REPAIRS	7,445.21	1,222.44	1,203.79	10,000.00	3,500.00
2024 MAINTENANCE AND SERVICE CONTRACTS	43.70	7,318.43	469.80	10,000.00	1,000.00
TOTAL SUPPLIES	79,775.63	49,257.46	32,102.91	117,800.00	66,200.00
OTHER SERVICES AND CHARGES					
3005 SPECIAL LEGAL				2,000.00	
3009 OTHER PROFESSIONAL SERVICES	43,701.63	16,126.93	6,774.97	10,000.00	10,000.00
3020 TELEPHONE/FAX - LANDLINE	23,406.28	24,485.59	11,647.58	27,000.00	25,000.00
3021 POSTAGE	24,314.62	22,229.89	11,538.66	22,000.00	20,000.00
3022 CELL PHONES/PAGERS	2,133.91	1,612.97	580.98	3,000.00	2,000.00
3023 INTERNET CONNECTION	73.08		-		-
3030 TRAVEL	163.60	203.12	301.00	2,000.00	1,000.00
3031 COMMON CARRIER	1,086.99	1,133.10	1,634.40	1,500.00	2,000.00
3032 MILEAGE	217.26		-	1,000.00	-
3040 ADVERTISING AND PUBLICATIONS		362.40	-	1,500.00	-
3052 FIRE AND EXTENDED COVERAGE	298.00		-	400.00	300.00
3053 FLEET LIABILITY	4,809.00	4,572.00	254.15	5,000.00	3,500.00
3054 OTHER SUNDRY INSURANCE			3,027.00	3,500.00	2,000.00
3060 UTILITIES-ELECTRICITY				8,900.00	
3070 RENT - LAND AND BUILDINGS		237.60	198.00		-
3073 LEASE - MACHINERY AND EQUIPMENT	65.55				-
3074 CONTRACT - OVERAGE	1,958.97	1,670.98	817.39		2,000.00
3080 PUBLIC RECORDS				1,000.00	
3090 DUES AND MEMBERSHIPS	7,669.57	3,392.50	6,240.00	10,000.00	7,000.00
3094 MEALS AND LODGING	15,798.87	17,416.33	5,371.36	18,000.00	12,000.00
3100 OTHER MISCELLANEOUS	806.54	2,276.57	-	2,000.00	1,500.00
3101 TRAINING/EDUCATION	4,375.00	13,558.38	6,100.00	8,500.00	10,000.00
3102 COMPUTER SOFTWARE/SUPPORT/MAINT. AGREE	58,842.39	20,115.24	62,021.59	75,000.00	76,000.00
3104 MISCELLANEOUS REFUNDS	363.94				-
TOTAL SERVICES AND CHARGES	190,085.20	129,393.60	116,507.08	202,300.00	174,300.00
CAPITAL OUTLAY					
4004 MACHINERY AND EQUIPMENT (OTHER THAN VEHICLES)	17,692.36	10,717.43			-
4009 COMPUTER MACHINERY/EQUIPMENT		26,021.83			-
TOTAL CAPITAL OUTLAY	17,692.36	36,739.26	-	-	-
2014 BUDGET Requested - ASSESSOR	1,633,428.44	1,640,894.90	852,694.11	1,799,135.00	1,706,287.00

WASHINGTON COUNTY
2014 BUDGET - ASSESSOR
FUND: 1000 County General DEPT: 0105 Assessor

Slot Title	Grade	Annual Salary
0105001 ASSESSOR	UN	84,229.00
0105002 CHIEF DEPUTY ASSESSOR	21	46,533.00
0105003 ASSISTANT ASSESSOR	19	44,887.00
0105004 ASSISTANT ASSESSOR	19	44,346.00
0105007 ADMINISTRATIVE ASSISTANT	10	34,154.00
0105008 BRANCH MANAGER	11	34,612.00
0105009 SENIOR APPRAISER	17	34,175.00
0105020 GIS COORDINATOR	18	36,192.00
0105021 GIS TECHNICIAN	14	35,028.00
0105022 GIS TECHNICIAN	14	29,869.00
0105023 GIS TECHNICIAN	14	31,304.00
0105030 REAL ESTATE COORDINATOR	17	37,815.00
0105035 APPRAISER IV	15	34,653.00
0105040 LEAD COMM/PERS PROPERTY ASSESS	13	32,906.00
0105041 LEAD COMM/PERS PROPERT ASSESS	13	33,218.00
0105042 COMM/PERS PROPERTY ASSESSOR	10	28,434.00
0105043 COMM/PERS PROPERTY ASSESSOR	10	29,079.00
0105044 COMM/PERS PROPERTY ASSESSOR	10	31,263.00
0105045 COMM/PERS PROPERTY ASSESSOR	10	28,746.00
0105046 COMM/PERS PROPERTY ASSESSOR	10	28,912.00
0105050 DEPUTY ASSESSOR II	10	30,015.00
0105051 DEPUTY ASSESSOR II	10	26,396.00
0105052 DEPUTY ASSESSOR	8	25,189.00
0105053 DEPUTY ASSESSOR	8	26,479.00
0105054 DEPUTY ASSESSOR	8	25,189.00
0105055 DEPUTY ASSESSOR	8	24,732.00
0105056 DEPUTY ASSESSOR	8	23,692.00
0105057 DEPUTY ASSESSOR	8	24,732.00
0105058 DEPUTY ASSESSOR	8	25,668.00
0105059 DEPUTY ASSESSOR	8	24,732.00
0105060 DEPUTY ASSESSOR	8	25,189.00
0105115 SQL DATABASE ADMINISTRATOR	24	48,048.00
		1,070,416.00



Washington County Assessor's Office
280 N. College Suite # 250, Fayetteville, AR 72701
Phone: (479)444-1500, Fax: (479)444-1518

September 23rd, 2013

Washington County Quorum Court
Budget Committee of the Whole

Dear Committee Member,

The Washington County Assessor's Office is proud to bring to the Committee the 2014 budget request which calls for a reduction in every individual section of the budget, as follows:

	<u>2013</u>	<u>2014</u>	<u>Percentage Change</u>
Personal Services	\$1,479,035	\$1,465,787	-1 %
Supplies	\$117,800	\$66,200	-44 %
Other Services	\$202,300	\$174,300	-14 %
Total	\$1,799,135	\$1,706,287	-5.2 %

This past year we have worked hard in our efforts to reduce costs through multiple programs and as is evident by this request these efforts have been successful. We have increased our use of technology to add services to our operation and have made great strides in our effort to conduct cost sharing programs.

I look forward to answering any questions that you may have.

Sincerely,

Jeff Williams
Washington County Assessor



CERTIFICATE OF EXCELLENCE IN
ASSESSMENT ADMINISTRATION

WASHINGTON COUNTY

2014 BUDGET Requested- TAX COLLECTOR

FUND: 1000 County General DEPT: 0104 Tax Collector

Line Item Description	2011	2012	Jan-Jun 2013	2013	2014
	Actual Expenditures	Actual Expenditures	Actual Expenditures	Approved Budget	Requested
PERSONAL SERVICES					
1001 SALARIES, FULL-TIME	616,610.42	658,261.94	332,320.63	674,880.00	667,413.00
1002 SALARIES, PART-TIME	25,349.63	18,367.91	10,197.35	31,376.00	26,376.00
1005 OVERTIME/OTHER PREMIUM COMPENSATION	7,224.45	10,318.30	3,259.47	24,561.00	19,561.00
1006 SOCIAL SECURITY MATCHING	47,415.70	49,975.89	24,974.11	55,908.00	54,572.00
1008 NONCONTRIBUTORY RETIREMENT	81,969.71	93,456.85	47,988.51	106,407.00	105,719.00
1009 HEALTH INSURANCE MATCHING	61,200.00	62,700.00	36,575.00	62,700.00	62,700.00
1010 WORKMEN'S COMPENSATION	1,305.00	1,171.00	1,248.53	1,620.00	1,500.00
1016 LIFE INSURANCE	2,640.00	2,508.00	1,463.00	2,508.00	2,508.00
TOTAL PERSONAL SERVICES	843,714.91	896,759.89	458,026.60	959,960.00	940,349.00
SUPPLIES					
2001 GENERAL SUPPLIES	15,198.89	14,056.50	6,508.14	17,000.00	17,000.00
2002 SMALL EQUIPMENT	2,635.26	3,848.33	901.31	3,500.00	3,500.00
2003 JANITORIAL SUPPLIES	197.27	178.36	61.85	300.00	300.00
2004 MEDICINE & DRUGS		73.68	73.00	200.00	200.00
2005 FOOD	785.24	2,381.53	840.53	2,600.00	2,600.00
2006 CLOTHING/UNIFORMS		135.43	34.96		
2007 FUEL, OIL & LUBRICANTS	1,591.20	1,553.32	673.87	2,000.00	2,000.00
2008 TIRES & TUBES				500.00	500.00
2009 COMPUTER/IT EQUIPMENT	509.13	535.89	1,190.05		
2020 BUILDING MATERIALS AND SUPPLIES	30.79			200.00	4,811.00
2023 PARTS AND REPAIRS	166.15	112.93		200.00	200.00
TOTAL SUPPLIES	21,113.93	22,875.97	10,283.71	26,500.00	31,111.00
OTHER SERVICES AND CHARGES					
3009 OTHER PROFESSIONAL SERVICES	495.81	1,281.00	875.00	4,000.00	4,000.00
3020 TELEPHONE/FAX - LANDLINE	17,381.37	17,466.28	8,161.76	20,000.00	30,000.00
3021 POSTAGE	56,602.40	53,917.48	40,799.33	65,000.00	70,000.00
3022 CELL PHONES/PAGERS	1,663.67	1,360.81	477.80	2,000.00	2,000.00
3023 INTERNET CONNECTION		360.89	187.50	400.00	500.00
3030 TRAVEL	21.00	7.00			
3032 MILEAGE	1,328.55	738.31	290.70	2,000.00	1,900.00
3040 ADVERTISING AND PUBLICATIONS	34,738.00	34,247.75	939.00	40,000.00	40,000.00
3050 OFFICIAL AND DEPUTY BOND				600.00	600.00
3052 FIRE AND EXTENDED COVERAGE	123.00		289.33	400.00	400.00
3053 FLEET LIABILITY	454.00	454.00		550.00	550.00
3054 OTHER SUNDRY INSURANCE	9.26	18.50	434.14	4,500.00	4,500.00
3060 UTILITIES-ELECTRICITY				8,190.00	8,190.00
3090 DUES AND MEMBERSHIPS	1,142.36	262.74	65.00	2,500.00	1,500.00
3094 MEALS AND LODGING	1,459.44	1,394.86	354.60	2,000.00	2,000.00
3100 OTHER MISCELLANEOUS	2,301.75	-			
3101 TRAINING/EDUCATION		2,125.00			1,000.00
TOTAL SERVICES AND CHARGES	117,720.61	113,634.62	52,874.16	152,140.00	167,140.00
2014 BUDGET Requested- TAX COLLECTOR	982,549.45	1,033,270.48	521,184.47	1,138,600.00	1,138,600.00

WASHINGTON COUNTY
2014 BUDGET - TAX COLLECTOR
FUND: 1000 County General DEPT: 0104 Tax Collector

Slot Title	Grade	Annual Salary
0104001 COLLECTOR	UN	84,229.00
0104002 CHIEF DEPUTY COLLECTOR	21	47,450.00
0104003 HEAD BOOKKEEPER	18	44,263.00
0104004 DATA BASE ANALYST	16	40,020.00
0104005 DATA PROCESSING CLERK	15	34,570.00
0104006 ASST. DATA PROCESSING CLERK	9	26,188.00
0104050 DEPUTY III COLLECTOR	16	36,588.00
0104070 DEPUTY III BOOKKEEPER	14	33,946.00
0104071 DEP II ASSISTANT BOOKEEPER	13	31,700.00
0104080 TAX ENFORCEMENT MANAGER	15	35,610.00
0104081 TAX ENFORCEMENT TECHNICIAN	13	31,658.00
0104082 TAX ENFORCEMENT TECHNICIAN	13	31,700.00
0104090 DEPUTY II BRANCH MANAGER	10	28,434.00
0104091 DEPUTY II BRANCH MANAGER	10	30,223.00
0104092 DEPUTY II BRANCH MANAGER	10	28,933.00
0104105 DEPUTY II CASHIER/CLERK	9	27,061.00
0104106 DEPUTY II CASHIER/CLERK	9	27,456.00
0104108 DEPUTY I CASHIER/CLERK	8	23,692.00
0104110 DEPUTY I CASHIER/CLERK	8	23,692.00
		667,413.00



Washington County Arkansas 3.14-A
Tax Collector
David A. Ruff

*280 N College - Suite 202
Fayetteville AR 72701
479-444-1526 & 1527*

Real Estate and Personal Property Tax

September 17, 2013

The requested 2014 budget for the Collectors office is \$1,138,600.00. This is the same amount that was approved for 2013. I have adjusted line item amounts to reflect current spending trends, but the overall amount has remained the same.

Thank you,
David Ruff, Tax Collector

WASHINGTON COUNTY

2014 BUDGET Requested- COLLECTOR'S AUTOMATION

FUND: 3001 Collector's Automation Fund DEPT: 0104 Collector's Automation

Line Item Description	2011	2012	2013	2013	2014
	Actual Expenditures	Actual Expenditures	Actual Expenditures	Approved Budget	Requested
SUPPLIES					
2001 GENERAL SUPPLIES	1,661.02			10,000.00	6,000.00
2006 CLOTHING AND UNIFORMS	1,900.46	5,392.47	3,061.69		4,000.00
2009 COMPUTER/IT EQUIPMENT	50,952.06	32,137.05		55,000.00	55,000.00
2024 MAINTENANCE AND SERVICE CONTRACTS	11,564.88	13,764.88		15,000.00	5,000.00
TOTAL SUPPLIES	66,078.42	51,294.40	3,061.69	80,000.00	70,000.00
OTHER SERVICES AND CHARGES					
3009 OTHER PROFESSIONAL SERVICES	16,907.32	32,593.97	18,777.43	20,000.00	20,000.00
3021 POSTAGE		262.58			
3102 COMPUTER SOFTWARE/SUPPORT/MAINT. AGREE	2,239.22	7,893.55		10,000.00	20,000.00
TOTAL SERVICES AND CHARGES	19,146.54	40,750.10	18,777.43	30,000.00	40,000.00
2014 BUDGET Requested- COLLECTOR'S AUTOMATION	85,224.96	92,044.50	21,839.12	110,000.00	110,000.00