

MARILYN EDWARDS
County Judge



280 North College, Suite 500
Fayetteville, AR 72701

WASHINGTON COUNTY, ARKANSAS
County Courthouse

March 6, 2015

MEETING OF THE
WASHINGTON COUNTY QUORUM COURT
PERSONNEL COMMITTEE

March 9, 2015
5:30 P.M.
JDC Classroom, 885 W Clydesdale, Fayetteville

Vice Chair Joe Patterson
Harvey Bowman
Ann Harbison

Chair Butch Pond

Daniel Balls
Lisa Ecke
Bill Ussery

A G E N D A

1. Call to Order.
2. Prayer and Pledge of Allegiance
3. Adoption of Agenda.
4. Report from Blair Johanson, Salary Consultant for Washington County.
5. Discussion of An Ordinance Amending Washington County Code Section 2-18-Compensation. This item was tabled at the last committee meeting. (5.1)
6. Other Business: Any other business to be discussed by the Committee will be brought up at this time.
7. Public Comments.
8. Adjournment.

/cs

ORDINANCE NO. 2015-_____

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

AN ORDINANCE AMENDING WASHINGTON COUNTY CODE SECTION 2-18-COMPENSATION.

WHEREAS, Washington County Code Section 2-18 was adopted in 1983; and,

WHEREAS, there is a need to amend such to more adequately reflect the compensation of current and future serving Justices of the Peace.

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

ARTICLE 1. Washington County Code Section 2-18 is hereby amended as follows:

Sec. 2-18 – Compensation.

- (a) Justices of the Peace serving as Quorum Court members shall receive per diem compensation for attending any official, regular, special or committee meeting of the Quorum Court in the sum of ~~one hundred ten dollars (\$110.00)~~ two hundred dollars (\$200.00) provided, the per diem compensation of any Justice of the Peace during any one calendar year shall not exceed the amount of ten thousand three hundred seventy six dollars (\$10,376) ~~eight thousand thirty five dollars (\$8,035.00)~~. ~~Compensation amounts are established by Act 1170 of the 83rd Arkansas General Assembly, 2001, pertaining to maximum and minimum salaries for elected County officers, and said Act is herein adopted as if set out word for word.~~
- (b) Per diem compensation is hereby defined as a per calendar day allowance, exclusive of allowable expenses, which shall be paid a Justice of the Peace for attending any official, regular, special or committee meeting or meetings of the Quorum Court during any single calendar day without regard to the duration of such meeting or meetings.
- (c) ~~Beginning January 1, 1983, each Justice of the Peace shall be compensated for travel to and from any official, regular, special or committee meeting of the Quorum Court at the rate per mile established by ordinance for County officials.~~ Washington County Justices of the Peace shall be paid round-trip mileage at the Internal Revenue Service published rate for that year from their individual homes or offices of record to the Washington County Courthouse for actual attendance at:

- (1) Regular Quorum Court meetings;
 - (2) Special Quorum Court meetings; and
 - (3) Quorum Court committee meetings.
 - (4) Should the County Judge or, as appropriate, the chair of a committee call a meeting of the Quorum Court or a committee of the Quorum Court at a place other than the County Courthouse, Justices of the Peace shall be paid round-trip mileage from their individual homes or offices of record to the actual place of that particular meeting.
 - (5) Should a Justice of the Peace have County business outside Washington County which has been approved by the Quorum Court or a committee of the Quorum Court the round-trip cost of travel from his or her home or office of record to that business shall be reimbursed in accordance with the latest version of County Travel Rules and Regulations for County Employees and Elected Officials.
- (d) Attendance at a meeting of the Quorum Court shall be verified by roll call by the Court Secretary. Attendance at a committee meeting of the Quorum Court shall be verified by the committee chairman, who shall file with the County Clerk written reports of those Justices attending committee meetings. Such reports shall be filed within thirty (30) days following the committee meeting.
- ~~(e) Any Justice of the Peace who shall preside over a Justice of the Peace Court shall do so without compensation.~~
- (e) Each year that the General Assembly changes the minimum per diem compensation and the maximum yearly compensation shall result in an automatic increase of such.

ARTICLE 2. Other than as provided in this Ordinance, Justices of the Peace are not authorized reimbursement for travel.

MARILYN EDWARDS, County Judge

DATE

BECKY LEWALLEN, County Clerk

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

Personnel 3/9/15
SUE MADISON

~~Summary of State Code~~

14-14-1205

(a)

Per diem compensation of JP's to be fixed by ordinance for any official, regular, special or committee meeting of Q Ct. Rate for each regular Q Ct. meeting not less than \$125 per regular meeting of Q Ct. not to exceed \$13,319 per year.

JP's may be paid per diem for one missed meeting per year.

"Per diem" defined as: per calendar allowance, exclusive of allowable expenses paid for Q Ct. meetings. Counties may provide medical insurance to JP's.

14-14-1207

(a)

County officials entitled to receive expenses incurred in conduct of official and nondiscretionary duties. Reimbursement of expenses incurred in conduct of discretionary duties may be paid when provided by a specific appropriation of the Q Ct.

Reimbursement to be under an "accountable plan" as defined by IRS.

(c)

Mileage rate to be set by Q Ct.

14-14-1205. Compensation of township officers.

(a) (1) (A) The per diem compensation for justices of the peace attending any official, regular, special, or committee meeting of a quorum court shall be fixed by ordinance in each county.

(B) The per diem compensation of justices shall not be less than one hundred twenty-five dollars (\$ 125) per diem for each regular meeting nor exceed:

(i) Eight thousand seven hundred thirty-four dollars (\$ 8,734) per calendar year in counties having a population of less than seventy thousand (70,000);

(ii) Ten thousand three hundred seventy-six dollars (\$ 10,376) per calendar year in counties having a population of at least seventy thousand (70,000) and less than two hundred thousand (200,000); and

(iii) Thirteen thousand three hundred nineteen dollars (\$ 13,319) per calendar year in counties having a population of two hundred thousand (200,000) or more.

(2) Per Diem Compensation Defined.

(A) Per diem compensation is defined as a per calendar day allowance, exclusive of allowable expenses, which shall be paid to a justice for attending meetings of the county quorum court. This compensation shall be based on attending meetings of a quorum court during any single calendar day without regard to the duration of the meetings.

(B) However, a member of the quorum court may receive per diem compensation for one (1) meeting per year for which the member is absent due to an emergency or for personal reasons.

(3) In addition to any other compensation expense reimbursement or expense allowances provided members of the quorum court, counties may provide medical insurance coverage for members of the quorum court.

(b) Justices of the Peace Serving in Judicial Capacity.

Arkansas State Code

or on a per diem basis if approved by the quorum court.

(2) Reimbursement for meal tips under subdivision (b)(1) of this section shall not exceed fifteen percent (15%) of the purchase amount of the meal.

(3) A per diem reimbursement under subdivision (b)(1) of this section shall be made under an accountable plan as defined by Internal Revenue Service regulations as in existence on January 1, 2009.

(c) Reimbursement of Travel Expense.

(1) Privately Owned Motor Vehicles.

(A) (i) Any elected county or district officer or employee thereof using a privately owned motor vehicle in the conduct of county affairs may be reimbursed at a per-mile rate established by ordinance.

(ii) Reimbursement shall be based only on official miles driven and legitimate automobile parking fees.

(iii) When more than one (1) traveler is transported in the same vehicle, only the owner shall be entitled to mileage reimbursement.

(B) A county shall not assume responsibility for any maintenance, operational costs, accidents, and fines incurred by the owner of the vehicle while on official business for the county.

(2) Privately Owned Airplanes.

Reimbursement for travel expense using privately owned airplanes shall be based upon the most direct route in air miles and at the same rate as established for privately owned motor vehicles.

HISTORY: Acts 1977, No. 742, § 111; A.S.A. 1947, § 17-4204; Acts 1999, No. 109, § 1; 2009, No. 74, § 1; 2009, No. 732, § 1; 2011, No. 614, § 2.

3/9/15 Personnel
SUE MADISON

~~Summary of Washington County Ordinance Sec. 2-18~~

- (a) JP's shall receive per diem compensation of \$110 (now \$200) for all Q Ct & committee meetings up to \$8,035 (now \$13,319) per year.
- (b) Per diem compensation does not include allowable expenses paid for meetings.
- (c) As of 1/1/83 JP's shall be compensated for travel to and from Q Ct & committee meetings at rate established by ordinance.
- (d) Committee chair shall verify attendance with County Clerk.
- (e) No compensation for presiding over a JP Court.
- (f) JP compensation will change automatically as Generally Assembly amends.

• Sec. 2-18. - Compensation.

(a)

Justices of the Peace serving as Quorum Court members shall receive per diem compensation for attending any official, regular, special or committee meeting of the Quorum Court in the sum of one hundred ten dollars (\$110.00) provided, the per diem compensation of any Justice of the Peace during any one calendar year shall not exceed the amount of eight thousand thirty-five dollars (\$8,035.00). Compensation amounts are established by Act 1170 of the 83rd Arkansas General Assembly, 2001, pertaining to maximum and minimum salaries for elected County officers, and said Act is herein adopted as if set out word for word.

(b)

Per diem compensation is hereby defined as a per calendar day allowance, exclusive of allowable expenses, which shall be paid a Justice of the Peace for attending any official, regular, special or committee meeting or meetings of the Quorum Court during any single calendar day without regard to the duration of such meeting or meetings.

(c)

Beginning January 1, 1983, each Justice of the Peace shall be compensated for travel to and from any official, regular, special or committee meeting of the Quorum Court at the rate per mile established by ordinance for County officials.

(d)

Attendance at a meeting of the Quorum Court shall be verified by roll call by the Court Secretary. Attendance at a committee meeting of the Quorum Court shall be verified by the committee chairman, who shall file with the County Clerk written reports of those Justices attending committee meetings. Such reports shall be filed within thirty (30) days following the committee meeting.

(e)

Any Justice of the Peace who shall preside over a Justice of the Peace Court, shall do so without compensation.

Summary of Travel Regs for Wash Co. Employees/Officials

Article 1

Employee travel to be approved by elected official/dept. head.
No meals or overnight expenses for travel to nearby counties.

Article 2

Employee private vehicle rate per mile based on GSA rate.
Odometer readings required for beginning and ending with personal deductions. Current driver license, insurance.

County-owned vehicles only to be driven for official County business.

Article 3

Taxicabs require receipts.

Article 4

Reimbursement for meals

Article 5

Lodging

Article 6

Seminars & conferences

Article 8

Purchasing Card

**WASHINGTON COUNTY, ARKANSAS
TRAVEL RULES & REGULATIONS FOR
COUNTY EMPLOYEES AND ELECTED OFFICIALS**

ARTICLE 1. Purpose: The purpose of this section is to establish the rules governing the eligibility for payment of expenses incurred by County Employees and Elected Officials during travel directly related to official County business.

Elected officials and department heads must approve all requests for official travel prior to the employee's departure. Elected officials and department heads will evaluate travel requests against factors including budget constraints, job-relatedness of traveler's activities, and other program considerations judged by the elected official or department head to impact on the request.

County payment for meals and/or overnight lodging will not be allowed within the following counties in Arkansas: Washington, Benton, Madison, Carroll, Crawford, Franklin, and Sebastian; as well as Delaware and Adair Counties in Oklahoma; except in the event a conference or seminar is held in Carroll or Sebastian Counties for 2 days or more. Example: Conference begins on Thursday, December 14, and ends on Friday, December 15.

ARTICLE 2. Transportation: For travel by air or bus, actual cost will be paid directly from the County to the vendor. Where possible, air reservations should be made 30 days prior to departure to maximize discounts. Vendor-supplied receipts must be submitted with payment requests. Taxicab and bus fares within the visited city will be reimbursed at actual cost with receipts required. Air travel must be at economy class.

Reimbursement for use of a private vehicle is allowable on a per-mile basis based on the Standard Mileage Rate as set by the U. S. General Services Administration (GSA). Employees can check with the Comptroller's office for the current Standard Mileage Rate. Reimbursement shall be based only on official miles driven, and the County shall not assume responsibility for any maintenance, operational cost, accidents, or fines incurred by the owner of the vehicle while on official business for the County. When more than one County employee is transported in the same vehicle, only one owner shall be entitled to mileage reimbursement.

Trip distances shall be computed from the odometer readings recorded on the employee's Personal Vehicle Mileage Record or Trip Expense Record. Should the employee, in the course of County related travel, use his/her vehicle for personal use, then the employee is required to list the beginning and ending odometer readings for each County related destination only, showing the interruption in mileage for personal use. If the employee travels to multiple destinations during one trip, he/she may list the beginning and ending odometer reading for the entire trip (excluding personal use) but shall list each destination point separately. (e.g. An employee travels round trip to Eureka Springs with stops in Siloam Springs, Gravette, and Rogers, then the employee

the cost of lodging. If all meals are provided by a conference, the daily incidental amount may still be claimed by the employee.

FY10 M&IE Breakdown

	The M&IE rates differ by travel location. View the <u>per diem</u> rate for your primary destination to determine which M&IE rates apply.					
M&IE Total	\$46	\$51	\$56	\$61	\$66	\$71
Continental Breakfast/ Breakfast	7	8	9	10	11	12
Lunch	11	12	13	15	16	18
Dinner	23	26	29	31	34	36
Incidentals	5	5	5	5	5	5

ARTICLE 5. Lodging: Actual costs for single-room rate lodging are paid by Purchase Card, when available; directly by the County to the establishment; or can be reimbursed to the employee with actual receipts attached to the payment request. It is recommended that the employee find lodging that offers government rates as established by the GSA for the specific area. In cases where an employee is attending a conference and the conference assigns or recommends the hotel, then the County will pay the conference rate. The County shall not pay for personal items such as movie rental, flowers, laundry services, room service, or alcoholic beverages.

ARTICLE 6. Parking: Expenses incurred for parking are reimbursable with actual receipts.

ARTICLE 7. Seminar and Conference Registration: Seminar and conference registration fees, etc., are paid directly by the County to the registrar, or can be reimbursed to the employee with actual receipts attached to the payment request.

ARTICLE 8. Purchasing Cards: Only authorized employees who have a Purchasing Card in their name may utilize that card for lodging. The Purchasing Card will also be allowed for meals but fuel purchases should be only made using the Purchasing Card when the County fuel cards are not accepted. If the Purchasing Card is used for meals during overnight travel it should be noted that the receipts for the Purchasing Card must be provided and checked for accuracy by the immediate supervisor on the appropriate travel form before submission to the comptroller's office.

Marilyn Edwards, County Judge

Personnel 3/9/15
SUE MADISO

~~Summary of Benton County Ordinance O-2004-17~~

Sec. 2-137

All county officers & employees entitled to reimbursement of expenses incurred in conduct of county affairs.
Limited to amount budgeted.

Sec. 2-26 (b)

Rate for travel for JP's to and from Q Ct & committee meetings shall be at IRS rate

Sec. 2-138

Cash advance procedure is only for County employees.

ORDINANCE NO. O-2004-17

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

AN ORDINANCE AMENDING SECTION 2-137 OF THE *CODE OF ORDINANCES OF BENTON COUNTY* REGARDING MILEAGE REIMBURSEMENT AND ADDING LANGUAGE ESTABLISHING A CASH ADVANCE TRAVEL POLICY

ARTICLE 1: That Section 2-137 of the *Code of Ordinances of Benton County* is amended to read as follows:

“Sec. 2-137. Reimbursement of allowable expenses. All elected county officers and county employees shall be entitled to receive reimbursement of allowable expenses incurred in the conduct of county affairs. Reimbursement of allowable expenses which are incurred in the performance of county affairs shall be limited to the amounts budgeted for that purpose. All reimbursements for the purchase of meals, lodging and other allowable expenses shall be based on actual expenses incurred. Any official or employee utilizing a privately owned motor vehicle in the conduct of county affairs may be reimbursed at the IRS Privately Owned Vehicle Reimbursement mileage rate. Reimbursement shall be based only on official miles driven and parking fees. The county shall not assume responsibility whatsoever for any maintenance, operational costs, accidents, or fines incurred by the owner of the vehicle while on official business for the county. Where more than one (1) traveler is transported in the same vehicle, only the owner shall be entitled to the mileage reimbursement.”

ARTICLE 2: That Section 2-26(b) of the *Code of Ordinances of Benton County* is amended to read as follows:

“(b) The compensation rate for travel of Justices of the Peace to and from any meeting of the quorum court and duly authorized committees thereof is fixed at the IRS Privately Owned Vehicle Reimbursement mileage rate.”

ARTICLE 3. That the Article III, Division 1 of the *Code of Ordinances of Benton County* is amended by adding a section to read as follows:

“Sec. 2-138. Cash Advance Travel Policy. The Benton County Quorum Court has appropriated monies for use as a Cash Advance Travel fund. The Accounting Department is the custodian of such cash account and shall be responsible for keeping the account current. Any increase in the travel fund shall be as provided by ordinance of the Quorum Court.

~~Message~~ Records.

Personnel 3/9/2015

SUE MADISON

2013 2013

Beginning Mileage 2013
Ending Mileage 2013

19,077 Tahoe
24,992
5,915
5,093 Business Miles
822 Personal Miles

DATE	PURPOSE	DESTINATION	RT MILEAGE
1/10/2013	Rotary	Mermaids	6
1/11/2012	Road Department	Road Dept	6
1/15/2013	Senior Democrats	Western Sizzlin, Springdale	21
1/17/2013	Rotary	Mermaids	6
1/22/2013	LEPC	EOC	1
1/24/2013	Rotary	Mermaids	6
1/25/2013	Roads	Misc.	64
1/29/2013	Roads	Misc.	37
1/31/2013	Rotary	Mermaids	6
1/31/2013	ASHD Public Hearing on Middle Fork Bridge	Harris Baptist Church	16.4
2/7/2013	Rotary	Mermaids	6
2/8/2013	Business Forecast	JQ Hammons Convention Center	47
2/9/2013	Rodeo Gala	Cherokee Casino, Siloam Springs	63
2/10-12/13	CJA Meeting	North Little Rock/Pulaski County - Wyndham Riverfront Hotel	391
2/14/2013	Rotary	Mermaids	6
2/15/2013	Roads	Misc.	102
2/19/2013	Senior Democrats	Western Sizzlin, Springdale	21
2/21/2013	Rotary	Mermaids	6
2/25/2013	IT Meeting	South Campus	6
2/27/2013	Grant Award Ceremony	State Capitol, Little Rock	381
2/28/2013	Rotary	Mermaids	6
2/28/2013	Retirement	South Campus	6
3/2/2013	4-H Banquet	Extension Service	9
3/4/2013	Meeting	Butterfield Trail - Fay	9.6
3/5/2013	NWA Free Health	1100 N. Woolsey Avenue, Fay.	2.2
3/6/2013	Legislature	Little Rock	391
3/7/2013	Road Department	Road Dept	6
3/7/2013	Rotary	Mermaids	6
3/8/2013	Luncheon Honoring Dr. Becky Paneitz	Shewmaker Center, NWACC, Bentonville	29
3/13/2013	Oklahoma Water Quality Meeting	NWA Council, Johnson	14.2
3/14/2013	Rotary	Mermaids	6
3/18/2013	Legislature	Little Rock	391
3/19/2013	Senior Democrats	Western Sizzlin, Springdale	21
3/21/2013	Soil & Conservation Luncheon	Extension Service	9
3/22/2013	Roads	Misc.	57
3/25/2013	Road Department	Road Dept	6
3/27/2013	Meeting with Tim Hooper, SHD	Catfish Hole, Fayetteville	6
3/28/2013	Rotary	Mermaids	6
3/29/2013	Chiefs Breakfast	South Campus	6
4/2/2013	Clinton House Board of Directors	Clinton House	2
4/3/2013	Redford/Hamilton Meeting	Fay. Country Club	6.8
4/4/2013	Road Department	Road Dept	6
4/4/2013	Rotary	Mermaids	6
4/10/2013	Hometown Health Meeting	Extension Service	9
4/11/2013	Leadership Arkansas	UA - Pauline Whitaker	9
4/11/2013	Rotary	Mermaids	6
4/16/2013	Meeting	Hindeville	45.6
4/17/2013	Roads	Misc.	25
4/18/2013	Rotary	Mermaids	6
4/23/2013	LEPC	EOC	1
4/23/2013	Fire Association Meeting	South Campus	6
4/25/2013	Rotary	Mermaids	6
5/2/2013	Road Department	Road Dept	6
5/2/2013	Rotary	Mermaids	6
5/6/2013	RC&D	Harrison	158
5/8/2013	Road Department	Road Dept	6
5/9/2013	Rotary	Mermaids	6
5/10/2013	Roads	Misc.	82
5/16/2013	Rotary	Mermaids	6
5/17/2013	Proclamation	Ozark Electric	6
5/17/2013	Road Department	Road Dept	6
5/20/2013	Road Department	Road Dept	6
5/20/2013	Roads	Misc.	37
5/21/2013	Gene Pharr	Extension Service	9
5/21/2013	Senior Democrats	Western Sizzlin, Springdale	21
5/30/2013	Rotary	Mermaids	6
6/6/2013	Rotary	Mermaids	6
6/9/2013	Liberty Bank VIP	Joyce Boulevard-Fay	9.8
6/10/2013	Liberty Bank Grand Opening	Joyce Boulevard-Fay	9.8
6/13/2013	Rotary	Mermaids	6
6/14/2013	Marion Chapter NSDAR Flag Day Celebration	Mermaids	6
6/17/2013	Roads	Misc.	88
6/18/2013	Road Department	Road Dept	6
6/18/2013	Senior Democrats	Western Sizzlin, Springdale	21
6/20/2013	Rotary	Mermaids	6
6/25/2013	AOS Meeting	South Campus	6
6/26-28/13	CJA Meeting	North Little Rock/Pulaski County - Wyndham Riverfront Hotel	391
7/2/2013	CNG Meeting	Crafton Tull Office, 901 N. 47th Street, Rogers	45.6
7/11/2013	Rotary	Mermaids	6
7/11/2013	Ark. State Pipe Trade	600 E. Van Asche Drive, Fay	12
7/12/2013	Seafood Jubilee	Elks Lodge	10
7/16/2013	Senior Democrats	Western Sizzlin, Springdale	21
7/18/2013	Meet with John Deer	Road Dept	6
7/23/2013	LEPC	EOC	1
7/24/2013	Roads	Misc.	120
7/25/2013	Rotary	Mermaids	6
7/28/2013	Funeral	Luginbueis PG	14
7/30/2013	Roads	Misc.	28

County Judge
2014
Mileage

STATEMENT OF PERSONAL USE OF COUNTY OWNED VEHICLE

EMPLOYEE IDENTIFICATION

Name: Marilyn Edwards Emp No: 69006
SS No: _____ DL No: _____

VEHICLE IDENTIFICATION

Make Chevrolet Model: Tahoe
Vin No: 1GNSKBE03BR278968 Year: 2011
Date vehicle was made available: July 19, 2012

If you have had personal use of more than one vehicle this year, please complete separate forms on each.

MILEAGE INFORMATION

Odometer reading as of first day of this year's use: 24,992
Total miles driven: 6,403 Total personal miles driven: 1,776.7

Was the vehicle used for commuting? Yes What is the distance, one way, from your home to your work site? 2 miles

Was the vehicle available for use in off duty hours? Yes

Do you have adequate records or sufficient written evidence to support the business use claimed for the vehicle

Yes (The accountant suggests that you attach a copy to this form).

EMPLOYEE'S STATEMENT OF VERIFICATION

I verify that the information given above is a true and accurate statement to the best of my knowledge and I submit this information to my employer to be used for calculation of the value of personal use of an employer furnished vehicle for the purposes of reporting said value to the Internal Revenue Service and the Social Security Administration.

Employee's Signature

Date

DEPARTMENT HEAD OR ELECTED OFFICIAL'S STATEMENT

I confirm that this information is true to the best of my knowledge and further state that I have no knowledge of any additional information that should be reported to Washington County for use in computing the valuation of the personal use of this county owned vehicle.



Official's Signature

1-28-15

Date

05/03/14	Hispanic Women Meeting	Jones Center	24
05/04/14	Animal Shelter Volunteer Appreciation	South Campus	6
05/07/14	Funeral - Naomi Mitchell	Nelson-Berna	12.8
05/08/14	Rotary	Mermaids	6
05/10/14	Roads	Misc.	59
05/10/14	Goshen Community Meeting	Goshen Community Bldg	24.6
05/12/14	Road Department	Road Dept	6
05/15/14	Rotary	Mermaids	6
05/16/14	Ark Ashphalt	Catfish Hole	6
05/17/14	HOFNOD	JDC South Campus	6
05/19/14	Roads	Misc.	40
05/21/14	Ark RC&D	JQ Hammons Convention Center	47
05/22/14	Ark RC&D	JQ Hammons Convention Center	47
05/23/14	Ark RC&D	JQ Hammons Convention Center	47
05/24/14	A.C.Carrol Drugstore Ribbon Cutting	Highway 45, Canehill	40.4
05/26/14	Memorial Day Service	Fayetteville National Cemetery	2
05/28/14	Road Department	Road Dept	6
05/28/14	NWARPC	Springdale	25.6
05/28/14	NWA Regional HIV Board	Health Dept	8.2
05/29/14	Youth Bridge	Jones Center	24
05/30/14	Good Night Fayetteville	Mermaids	6
05/31/14	Peace at Home Lunch	Mermaids	6
06/02/14	Roads	Misc.	70
06/03/14	Prevailing Wage Advisory Committee	Ark. Dept Labor, 10424 W. Markham, Little Rock	374
06/05/14	Rotary	Mermaids	6
06/05/14	Springdale Chamber	Summit Aviation ,802 Airport Avenue, Springdale	19.4
06/06/14	Government Relations	Fayetteville Chamber	2
06/07/14	Coach Broyles Life Celebration	JQ Hammons Convention Center	47
06/08/14	Roads	Misc	29
06/10/14	Roads	Misc	55
06/10/14	District Courtroom Dedication	Springdale District Court	19.2
06/11/14	Ark. Public Safety Broadband Network	EOC	1
06/12/14	Rotary	Mermaids	6
06/12/14	Expansion Meeting	Walton Arts Center	2
06/12/14	Fay Professionals	Chancellor Hotel	1
06/14/14	Flag Ceremony	VA Memorial Center	4
06/16/14	Animal Shelter	South Campus	1
06/18/14	JDC	South Campus	1
06/19/14	Rotary	Mermaids	6
06/19/14	Single Parent Scholarship	Fayetteville Town Center	1
06/24/14	Roads	Misc	51
06/24/14	HSO Ribbon Cutting	1020 One Mile Road, Fay	6
06/26/14	Springdale Rotary	6461 Guy Terry Road, Springdale	17
06/27/14	Chiefs Breakfast	South Campus	6
06/27/14	Durham Community	Durham Community Building	29.2
06/27/14	Growing Springdale	Shiloh Museum	16.8
06/30/14	A-Coop Training	EOC	1
07/01/14	Regional Mobility Authority	NWRPC, 1311 Clayton, Springdale	25.6
07/03/14	Rotary	Mermaids	6
07/07/14	I49 Interchange Ribbon Cutting	Don Tysons Parkway, Springdale	16.4
07/08/14	Watershed Meeting	1047 Ella Road, Winslow	42
07/10/14	Rotary	Mermaids	6
07/10/14	Fayetteville Chamber	Butterfield Trail Village	9.8
07/11/14	Roads	Misc.	55
07/14/14	Roads	Misc	48
07/15/14	Fay Medexpress Ribbon Cutting	2890 N. College, Fay	6.2
07/16/14	Elkins Awards Presentation	Elkins Senior Center	21.2
07/17/14	Political Animals	Guest House Inn	6
07/17/14	Energy Meeting	Jones Center	24
07/17/14	Great Southern Bank	2552 W. Martin Luther King Blvd	6
07/15/14	Roads	Misc.	52
07/24/14	Rotary	Mermaids	6
07/24/14	Road Department	Road Dept	6
07/25/14	Chiefs Breakfast	South Campus	6
07/28/14	Animal Shelter	South Campus	6
07/30/14	Fay Sequoyah Kiwanis	Guest House Inn	6
07/31/14	Johnny Gunsalis	Extension Service	9
08/01/14	Skyline Report	Guest House Inn	6
08/01/14	Bravery Medal Presentation	VA Hospital	4
08/04/14	Bar Association	Mermaids	6
08/05/14	Lincoln Chamber	Lincoln Library	38
08/06/14	Fayetteville Lions Club	Guest House Inn	6
08/07/14	Rotary	Mermaids	6
08/09/14	Library Ribbon Cutting	Farmington, 175 W. Cimmaron Place	13
08/12/14	Roads	Misc.	89
08/12/14	Trails Meeting	Fayetteville Library	1
08/13/14	Teachers Breakfast	NWA Convention Center	19.6

County Collector
2014
Mileage

STATEMENT OF PERSONAL USE OF COUNTY OWNED VEHICLE

EMPLOYEE IDENTIFICATION

Name: David A. Ruff Emp No: 20212
SS No: _____ DL No: 909658807

VEHICLE IDENTIFICATION

Make Ford Model: Free style SE
Vin No: 1FMZKD11556A56163 Year: 2005
Date vehicle was made available: January 1

If you have had personal use of more than one vehicle this year, please complete separate forms on each.

MILEAGE INFORMATION

Odometer reading as of first day of this year's use: 91120

Total miles driven: 7798 Total personal miles driven: 4273

Was the vehicle used for commuting? yes What is the distance, one way, from your home to your work site? 6.5 miles

Was the vehicle available for use in off duty hours? yes

Do you have adequate records or sufficient written evidence to support the business use claimed for the vehicle yes (The accountant suggests that you attach a copy to this form).

EMPLOYEE'S STATEMENT OF VERIFICATION

I verify that the information given above is a true and accurate statement to the best of my knowledge and I submit this information to my employer to be used for calculation of the value of personal use of an employer furnished vehicle for the purposes of reporting said value to the Internal Revenue Service and the Social Security Administration.

Employee's Signature

Date

DEPARTMENT HEAD OR ELECTED OFFICIAL'S STATEMENT

I confirm that this information is true to the best of my knowledge and further state that I have no knowledge of any additional information that should be reported to Washington County for use in computing the valuation of the personal use of this county owned vehicle.



Official's Signature

12-31-14

Date



Washington County TAX COLLECTOR

David A. Ruff

280 North College-Suite 202
Fayetteville, AR 72701
Telephone (479) 444-1526 or 1527
Fax 444-1881

2005 FORD FREESTYLE SE VAN MILLAGE LOG

VIN 1FMZKO1155GA56163 6 CYL. 3.0 FUEL INJECTED

2014	County Travel	To	From	Odometer	Odometer	Miles
3-26	SP	✓	✓	92679	92699	20
3-28	SP	✓	✓	92729	92749	20
3-31	SP	✓	✓	92800	92820	20
4-2	SP	✓	✓	92852	92872	20
4-4	SP Payday	✓	✓	92932	92952	20
4-7	SP	✓	✓	92937	92957	20
4-9	SP	✓	✓	93001	93021	20
4-11	SP	✓	✓	93070	93090	20
4-14	SP	✓	✓	93111	93131	20
4-16	SP	✓	✓	93156	93176	20
4-17	Collector meeting Mt View	✓	✓	93236	93565	329
4-20	SP	✓	✓	93565	93585	20
4-22	Cash Audit Spg - Lincoln	✓	✓	93599	93654	55
4-23	SP	✓	✓	93672	93692	20
4-25	SP	✓	✓	93712	93732	20
4-28	SP	✓	✓	93732	93752	20
4-30	SP	✓	✓	93786	93806	20
5-2	SP	✓	✓	93867	93887	20
5-5	SP	✓	✓	93918	93938	20
5-7	SP	✓	✓	93968	93988	20
5-9	SP	✓	✓	93982	94002	20
5-12	SP			94002	94022	20
5-13	Cash Audit Spg - Lincoln - Walmart	✓	✓	94054	94108	54
5-15	SP	✓	✓	94108	94128	20
5-16	SP	✓	✓	94164	94184	20
5-19	SP	✓	✓	94184	94204	20
5-21	Lincoln	✓	✓	94262	94300	38
5-22	SP	✓	✓	94316	94336	20
5-23	SP	✓	✓	94350	94370	20
5-23	Lincoln	✓	✓	94370	94410	40
5-27	SP	✓	✓	94410	94430	20
5-29	SP	✓	✓	94462	94482	20



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2005 FORD FREESTYLE SE VAN MILLAGE LOG VIN 1FMZKO1155GA56163 6 CYL. 3.0 FUEL INJECTED

2014	County Travel	To	From	Odometer	Odometer	Miles
9-10	SP	✓	✓	96480	96500	20
9-12	SP	✓	✓	96550	96570	20
9-15	SP	✓	✓	96572	96592	20
9-17	Cash Audit Spg + Lincoln	✓	✓	96647	96705	58
9-19	SP	✓	✓	96705	96725	20
9-22	SP	✓	✓	96759	96779	20
9-24	SP	✓	✓	96834	96854	20
9-26	SP	✓	✓	96906	96926	20
9-29	SP	✓	✓	96926	96946	20
10-1	SP	✓	✓	96988	97008	20
10-3	SP	✓	✓	97060	97080	20
10-8	SP	✓	✓	97100	97120	20
10-10	SP	✓	✓	97231	97251	20
12-10	SP	✓	✓	97251	97271	20
10-13	SP	✓	✓	97274	97294	20
10-14	SP	✓	✓	97311	97331	20
10-15	SP	✓	✓	97347	97367	20
10-15	Lincoln	✓	✓	97382	97423	41
10-17	SP	✓	✓	97475	97495	20
10-19	SP	✓	✓	97552	97572	20
10-23	Cash Audit Spg + Lincoln	✓	✓	97605	97664	59
10-24	SP	✓	✓	97670	97690	20
10-27	SP	✓	✓	97705	97725	20
10-29	SP	✓	✓	97750	97770	20
10-31	SP	✓	✓	97842	97862	20
11-3	SP	✓	✓	97862	97882	20
11-5	SP	✓	✓	97900	97920	20
11-7	SP	✓	✓	97960	97980	20
11-10	SP	✓	✓	98016	98036	20
11-17	SP	✓	✓	98036	98056	20
11-19		✓	✓	98100	98120	20
11-21		✓	✓	98162	98182	20

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WASHINGTON COUNTY
 Personal Vehicle Mileage Record

January
 Mileage

Sue Madison

Feb. 3, 2015

EMPLOYEE NUMBER/NAME

DATE:

Quorum Court

DEPARTMENT NUMBER/NAME

LINE ITEM NUMBER:

Date	Purpose of Travel	Location		Odometer		Total Miles
		From	To	Start	End	
01/02/2015	swearing in	home	Courthouse Annex			3.5
01/02/2015	paperwork for HR & County Clerk	Dickson St.	Courthouse			5.3
01/15/2015	Quorum Court meeting	home	Courthouse (9.3 round trip)			
01/20/2015	marry Sandra & Ryan	home	501 Cassatt			4.8
01/20/2015	attend meeting	501 W. Cassatt	3492 W Sunset, Springdale			7.7
01/20/2015	come home	3492 W. Sunset	home			13.2
01/27/2015	SFI paperwork, sewer lift ordinance	2035 W. Custer	Courthouse, 501 W. Cassatt, home			6.3
01/27/2015	attend meeting	home	2217 College Ave & home (RT)			8.0

Total Miles 48.8
 Current Rate 0.575
 Total Miles X Current Rate 28.06

I certify the above report is correct and that I have read and adhere to the County's Travel Policy. *Sy*

Sue Madison

Employee Signature

Elected Official/Department Head Approval

I do not use the mileage odometer settings; I use the trip odometer on my car. *Sy*