

MARILYN EDWARDS
County Judge



280 North College, Suite 500
Fayetteville, AR 72701

WASHINGTON COUNTY, ARKANSAS
County Courthouse

November 17, 2015

SPECIAL MEETING OF THE
WASHINGTON COUNTY QUORUM COURT

Tuesday, November 17, 2015
5:30 p.m.
Washington County Quorum Court Room

A G E N D A

1. CALL TO ORDER. JUDGE EDWARDS
2. PRAYER AND PLEDGE.
3. ROLL CALL.
4. ADOPTION OF AGENDA.
5. REVIEW 2016 BUDGET REQUESTS:
 - ELECTION COMMISSION
 - OZARK REGIONAL TRANSIT
 - IT DEPARTMENT
6. **APPROPRIATION ORDINANCE:** AN ORDINANCE RECOGNIZING REVENUES AND APPROPRIATING MONIES FOR THE EXPENDITURES IN EACH FUND FOR WASHINGTON COUNTY, ARKANSAS, FOR THE YEAR 2016 AND ADOPTING A BUDGET FOR THE VARIOUS DEPARTMENTS REFLECTING THE LINE ITEM EXPENDITURES THEREOF. This ordinance was tabled at yesterday's meeting. (6.1-6.3) RICK COCHRAN
7. **CITIZEN'S COMMENTS.** Fifteen-minute comment period with a three-minute limit for each individual to comment on items on the agenda or other items.
8. **ADJOURNMENT.**

/cs

ORDINANCE NO. 2015-_____

APPROPRIATION ORDINANCE:

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

AN ORDINANCE RECOGNIZING REVENUES AND APPROPRIATING MONIES FOR THE EXPENDITURES IN EACH FUND FOR WASHINGTON COUNTY, ARKANSAS, FOR THE YEAR 2016, AND ADOPTING A BUDGET FOR THE VARIOUS DEPARTMENTS REFLECTING THE LINE ITEM EXPENDITURES THEREOF.

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

ARTICLE 1. The Quorum Court of Washington County, Arkansas, has prepared a County Budget for the Year 2016 for all funds, said budget reflecting the anticipated revenues of Washington County and the line item expenditures authorized for each department within each fund of said County, the number and compensation of deputies and County employees and the compensation of County Officers.

ARTICLE 2. A copy of the said 2016 Budget for each fund with approved amendments shall be on file in the County Clerk's Office.

ARTICLE 3. The said 2016 Budget is hereby incorporated herein and adopted in full, and all expenditures reflected therein are authorized to be expended.

ARTICLE 4. The 2016 Budget Controls are hereby adopted and incorporated herein as if set out word for word.

ARTICLE 5. The Collector's Unapportioned Fund is a fund separate and apart from the above funds as administered by the County.

ARTICLE 6. If any part of this Ordinance is held invalid, such invalidity will not affect any other portion of this Ordinance.

ARTICLE 7. All laws and parts of law in conflict with this Ordinance are repealed.

MARILYN EDWARDS, County Judge

DATE

BECKY LEWALLEN, County Clerk

Sponsor: _____ Rick Cochran
Date of Passage: _____
Votes For: _____ Votes Against: _____
Abstentions: _____ Absent: _____

2016 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.

1. Transfers in Personal Services categories or transfers between departments may only be made by Ordinance.
2. 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 #1. Transfers going into or out of the Capital Outlay Category shall not exceed \$5,000 per year in the General Fund, excluding the County Judge-Emergency Budget; any transfers exceeding this limit will require approval of the Quorum Court. With the exception of grant funds, no department may purchase supplies or other services and charges for another department except for utilities and cleaning and maintenance services provided by the Buildings & Grounds Department aggregated into the general budget. This does not apply to departments who work together in cost sharing projects.
3. Appropriations for use of grant funds must be made by ordinance with a grant agreement approved by the County Judge. All personnel positions funded by grants will be annotated as such and may be abolished upon expiration of the grant. 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.
4. All purchases must be made with a Purchase Order or P-Card and follow the written purchasing procedures as outlined by the County Judge.

2016 Budget Controls - Tentative

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5. The Comptroller will transfer monies monthly from individual departmental budgets into the Insurance Benefit Fund for all full time positions and qualifying part time employees regardless of whether all positions in the departments are filled.
6. If employed for one year on January 1, 2016, full time employees will receive a \$500 salary bonus and part-time APERS eligible employees a \$250 salary bonus. This bonus will be paid in two equal installments; in July and December, 2016. Salaries of full-time elected officials will receive a \$1,000 increase over their 2015 budgeted salary amount.
7. The County Judge-Emergency Budget 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.

2016 BUDGET SUMMARY - Revenue Projections and Expenditure Requests (Includes Bonus and Benefits Approved 11/16/2015)

FUND	2016		2016	HOLDBACK	AVAILABLE TO BUDGET	2016		UNAPPROPRIATED RESERVE
	PROJECTED *CARRYOVER	PROJECTED **NEW REVENUE	PROJECTED TOTAL REVENUES			REQUESTED BUDGETS	INFUSION TO JAIL FUND	
1000 COUNTY GENERAL FUND	12,000,000.00	26,025,026.00	38,025,026.00	3,770,716.00	34,254,310.00	28,023,324.00	(636,162.00)	5,594,824.00
1002 EMPLOYEE INSURANCE FUND	1,350,000.00	4,734,800.00	6,084,800.00		6,084,800.00	5,071,100.00		1,013,700.00
1800 FLEXIBLE SPENDING FUND	14,000.00	217,000.00	231,000.00		231,000.00	231,000.00		-
2000 ROAD FUND	1,900,000.00	9,316,016.00	11,216,016.00	1,113,791.00	10,102,225.00	9,072,935.00	-	1,029,290.00
3000 TREASURER'S AUTOMATION FUND	5,000.00	34,290.00	39,290.00	-	39,290.00	23,215.00		16,075.00
3001 COLLECTOR'S AUTOMATION FUND	49,800.00	150,200.00	200,000.00	-	200,000.00	128,000.00		72,000.00
3002 CIRCUIT COURT AUTOMATION FUND	200,000.00	25,200.00	225,200.00	-	225,200.00	9,450.00		215,750.00
3004 ASSESSOR'S AMENDMENT 79 FUND	40,000.00	26,800.00	66,800.00	-	66,800.00	19,200.00		47,600.00
3005 COUNTY CLERK'S COST (AUTOMATION) FUND	910,000.00	116,050.00	1,026,050.00	-	1,026,050.00	741,457.00		284,593.00
3006 RECORDER'S COST FUND	980,000.00	1,277,518.00	2,257,518.00	225,256.00	2,032,262.00	1,512,221.00		520,041.00
3008 COUNTY LIBRARY FUND	1,075,000.00	2,191,419.00	3,266,419.00	326,200.00	2,940,219.00	2,135,618.00		804,601.00
3010 COUNTY CLERK OPERATING FUND	32,000.00	4,350.00	36,350.00	-	36,350.00	15,000.00		21,350.00
3012 CHILD SUPPORT COST FUND	-	19,900.00	19,900.00	-	19,900.00	19,900.00		-
3014 COMMUNICATIONS FACILITY & EQUIPMENT FUND	180,000.00	248,250.00	428,250.00	42,825.00	385,425.00	377,500.00		7,925.00
3017 JAIL FUND	700,000.00	13,133,393.00	13,833,393.00	-	13,833,393.00	14,469,555.00	636,162.00	-
3019 BOATING SAFETY FUND	13,000.00	9,990.00	22,990.00	2,299.00	20,691.00			20,691.00
3020 EMERGENCY 911 FUND	1,180,000.00	534,060.00	1,714,060.00	171,211.00	1,542,849.00	746,747.00		796,102.00
3028 ADULT DRUG COURT FUND	-	21,950.00	21,950.00	-	21,950.00	21,950.00		-
3031 CIRCUIT COURT JUVENILE DIVISION FUND	46,000.00	3,565.00	49,565.00	-	49,565.00	-		49,565.00
3032 JUVENILE COURT REPRESENTATION FUND	1,100.00	386.00	1,486.00	-	1,486.00	-		1,486.00
3039 CIRCUIT CLERK COMMISSIONER FEE FUND	20,000.00	13,980.00	33,980.00	-	33,980.00	-		33,980.00
3401 HIV CLINIC FUND	105,000.00	162,695.00	267,695.00	26,574.00	241,121.00	200,385.00		40,736.00
3402 LAW LIBRARY FUND	235,000.00	126,400.00	361,400.00	36,140.00	325,260.00	102,510.00		222,750.00
3406 DRUG COURT PROGRAM FUND	75,000.00	30,020.00	105,020.00	10,502.00	94,518.00	-		94,518.00
3503 RURAL COMMUNITY GRANT FUND	50,000.00	-	50,000.00	-	50,000.00	-		50,000.00
5800 COURT COSTS & FINES FUND	740,000.00	449,500.00	1,189,500.00	-	1,189,500.00	358,284.00		831,216.00
	21,900,900.00	58,872,758.00	80,773,658.00	5,725,514.00	75,048,144.00	63,279,351.00		11,768,793.00

* Carryover - 2015 actual ending cash balance less expenditures paid in 2016 for the 2015 budget year.

** New Revenue - monies projected to be received in 2016.