



Association of Arkansas Counties

1415 West Third Street / Little Rock, Arkansas 72201

(501) 372-7550

Fax: (501) 372-0611

January 28, 2019

MEMORANDUM

To: Lee County County Clerk
From: Samantha Moore, Receptionist
Re: 2019 County Budget

It's time for us to compile our annual salary survey. Please send us a copy of your **2019 County Budget** as soon as it becomes available as well as a copy of your Appropriation Ordinance. By having access to each county's budget, we are able to develop some very useful statistics on various topics of interest to county government.

If your budget does not list the individual salary for each elected official and employee of your county, please furnish us with that information as well. We have enclosed a copy of your county's information from the 2018 Salary Survey. Please make changes directly to the enclosed copy (including any new positions) and return it along with your budget and Appropriation Ordinance. In year's past, we have asked that hard copies be mailed to us. If you have your budget and Appropriation Ordinance in pdf format (Adobe Acrobat) you can email this to Samantha Moore (smoore@arcounties.org) instead of mailing in the hard copy.

Thank you for providing this information to us and if you have questions please give us a call.

**Please mail to: Association of Arkansas Counties
Attn: Samantha Moore
1415 West Third Street
Little Rock, Arkansas 72201**

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Also, please fill in the information below and fax to 501-372-0611 or mail / email a copy along with your budget.

Lee County County Justice of Peace is paid \$271.11 per diem (regular meeting)

"Serving Arkansas' Counties Since 1968"

**LEE COUNTY QUORUM COURT
ORDINANCE NO. 2018-20**

**BE IT ENACTED BY THE QUORUM COURT OF THE COUNTY
OF LEE, STATE OF ARKANSAS: AN ORDINANCE TO BE
ENTITLED "AN ORDINANCE TO ESTABLISH THE ANNUAL
OPERATING BUDGET FOR CALENDER YEAR 2019".**

SECTION 1. ANNUAL BUDGET ADOPTED BY REFERENCE. The annual budget for calendar year 2019 identified as "2019 ANNUAL BUDGET, Lee County, Arkansas" filed in the office of the County Clerk and shall be available for inspection and copying by any person during normal office hours.

SECTION 2. NONRESTRICTED EXPENDITURE CATEGORIES. Expenditure of funds appropriated by this Ordinance shall not be restricted to the line item expenditure codes comprising the four major categories of expenditures-Personal Services, Supplies, Other Services and Charges, and Capital Outlays-but shall be restricted to office/departmental expenditures within the above enumerated salaries and wages and related employee benefits. Personal expenditures shall not exceed the dollar amounts, number of employees and salary or wage rates specified in the annual budget or an amendment thereto.

SECTION 3. EXPENDITURE RESTRICTED TO SPECIFIED FUND. No expenditure of appropriated funds shall be made from any fund other than the fund specified in this Ordinance, or amendment thereto.

SECTION 4. TRANSFERS. Any transfer of monies between various funds of the County or between the four major categories of expenditures-Personal Services, Supplies, Other Services and Charges, and Capital Outlays-shall be made only with prior approval of the Lee County Quorum Court. Provided, however, all transfers budgeted for in the annual budget shall be exempt from the provisions of this section.

SECTION 5. MAXIMUM APPROPRIATED AMOUNTS.

A. GENERAL FUND Total projected General Fund revenues are \$2,731,121.

| | <u>Office/Department</u> | | <u>Appropriated Amounts</u> |
|----------|-----------------------------|----------------|---------------------------------|
| 1000-100 | County Judge's Office | | |
| | Personal Services | | |
| | ½- County Judge's Salary | \$29,554. | |
| | ½-Secretary | 15,549. | |
| | ½-Other Personal Services | <u>16,533.</u> | \$61,636. |
| | General Supplies | | 1,800. |
| | Other Services and Charges | | <u>6,710.</u> |
| | Total Judge's Office | | \$ 70,146. |
| 1000-101 | County Clerk's Office | | |
| | Personal Services | | |
| | County Clerk's Salary | \$44,004. | |
| | Chief Deputy Clerk | 31,696. | |
| | Deputy Clerk | 27,947. | |
| | Other Personal Services | <u>42,302.</u> | \$145,949. |
| | General Supplies | | 3,500. |
| | Other Services and Charges | | 35,450 |
| | Capital Outlays | | <u>1,500.</u> |
| | Total County Clerk's Office | | \$186,399. |

**LEE COUNTY QUORUM COURT
ORDINANCE NO. 2018-20
PAGE TWO**

| | <u>Office/Department</u> | | <u>Appropriated Amounts</u> |
|----------|------------------------------|----------------|---------------------------------|
| 1000-102 | Circuit Clerk's Office | | |
| | Personal Services | | |
| | Circuit Clerk's Salary | \$44,004. | |
| | Deputy Clerk | 27,947. | |
| | Deputy Clerk | 27,947. | |
| | Deputy Clerk | 25,292. | |
| | Other Personal Services | <u>53,517.</u> | \$178,707. |
| | General Supplies | | 8,000. |
| | Other Services and Charges | | <u>31,150.</u> |
| | Total Circuit Clerk's Office | | \$217,857. |
| 1000-103 | Treasurer's Office | | |
| | Personal Services | | |
| | Treasurer's Salary | \$36,726. | |
| | Deputy Treasurer-part-time | 18,363. | |
| | Other Personal Services | <u>15,865.</u> | \$70,954. |
| | General Supplies | | 1,000. |
| | Other Services and Charges | | <u>17,900.</u> |
| | Total Treasurer's Office | | \$89,854. |
| 1000-104 | Collector's Office | | |
| | Personal Services | | |
| | Collector's Salary-1/2 | \$29,554. | |
| | Chief Deputy Collector | 31,696. | |
| | Deputy Collector | 25,292. | |
| | Other Personal Services | <u>35,420.</u> | \$121,962. |
| | General Supplies | | 5,400. |
| | Other Services and Charges | | <u>41,400.</u> |
| | Total Collector's Office | | \$168,762. |
| 1000-105 | Assessor's Office | | |
| | Personal Services | | |
| | Assessor's Salary | \$44,004. | |
| | Chief Deputy Assessor | 32,461. | |
| | Deputy Assessor | 27,947. | |
| | Other Personal Services | <u>42,479.</u> | \$146,891. |
| | General Supplies | | 5,100. |
| | Other Services and Charges | | <u>107,120.</u> |
| | Total Assessor's Office | | \$259,111. |
| 1000-107 | Quorum Court | | |
| | Personal Services | | |
| | 9 JP'S @ 3295. | \$29,656. | \$29,656. |
| | Other Personal Services | | 3,140. |
| | Other Services and Charges | | <u>2,250.</u> |
| | Total Quorum Court | | \$35,046. |
| 1000-108 | Courthouse Maintenance | | |
| | Personal Services | | |
| | Part-Time Salary | \$20,600. | \$20,600. |
| | Other Personal Services | 1,575. | 1,575. |
| | Contract Labor | 8,800. | 8,800. |
| | General Supplies | | 138,500. |
| | Other Services and Charges | | 37,000. |
| | Capital Outlays | | <u>1,300.</u> |
| | Total Courthouse Maintenance | | \$207,775. |

**LEE COUNTY QUORUM COURT
ORDINANCE NO. 2018-20
PAGE THREE**

| | | <u>Appropriated Amounts</u> |
|----------|---------------------------------|---------------------------------|
| 1000-109 | Elections | |
| | Personal Services | |
| | Salaries-Part-time | \$2,000. |
| | Other Personal Services | 300. |
| | General Supplies | 5,000. |
| | Other Services and Charges | <u>179,150.</u> |
| | Total Elections | \$186,450. |
| 1000-300 | Health Department | |
| | Personal Services | |
| | Janitor | \$21,544. |
| | Other Personal Services | <u>11,213.</u> |
| | General Supplies | 8,000. |
| | Other Services and Charges | <u>15,550.</u> |
| | Total Health Department | \$56,307. |
| 1000-400 | Sheriff's Office | |
| | Personal Services | |
| | Sheriff's Salary-1/2 | \$29,554. |
| | Chief Deputy Sheriff | 39,322. |
| | Deputy Sheriff | 34,919 |
| | Deputy Sheriff | 32,630. |
| | Deputy Sheriff | 30,757. |
| | Deputy Sheriff | 29,861. |
| | Bookkeeper | 27,570. |
| | Chief Dispatcher | 23,113. |
| | Three Dispatcher @ \$21,012. | 63,036. |
| | Other Personal Services | <u>137,932.</u> |
| | Part-time Salary | 12,000. |
| | General Supplies | 75,000. |
| | Other Services and Charges | 287,500. |
| | Capital Outlays | <u>41,000.</u> |
| | Total Sheriff's Office | \$864,194. |
| 1000-403 | Circuit Court | |
| | General Supplies | \$6,000. |
| | Other Services and Charges | <u>33,000.</u> |
| | Total Circuit Court | \$39,000. |
| 1000-419 | Coroner's Office | |
| | Personal Services | |
| | Salaries – Pt Time | \$7,650. |
| | Other Personal Services | 6,550. |
| | General Supplies | 10,000. |
| | Other services and Charges | <u>14,960.</u> |
| | Total Coroner's Office | \$39,160. |

**LEE COUNTY QUORUM COURT
ORDINANCE NO. 2018-120
PAGE FOUR**

| | | Appropriated <u>Amounts</u> |
|---------------------------|---------------------------------------|--------------------------------|
| 1000-500 | OEM | |
| | Personal Services | |
| | Coordinator | \$11,096. |
| | Other Personal Services | <u>899.</u> |
| | General Supplies | 1,500. |
| | Other Services and Charges | 6,600. |
| | Machine & Equipment | <u>0.00.</u> |
| | Total OEM | \$ 20,095. |
| 1000-502 | Fire Department | |
| | Contract Labor | |
| | Worker's Comp | |
| | Insurance-Fleet Liability | 5,500. |
| | Insurance-Other Sundry | 500. |
| | Rent-Land/Building | 32,000. |
| | Capital Outlays | <u>6,000.</u> |
| | Total Fire Department | 44,000. |
| 1000-800 | Veterans Service Officer | |
| | Personal Services | |
| | V.S.O. Salary | \$3,860. |
| | Other Personal Services | 295. |
| | General Supplies | 500. |
| | Other Services and Charges | <u>550.</u> |
| | Total Veterans Service Officer | \$ 5,205. |
| 1000-801 | County Extension Service | |
| | Other Services & Charges | <u>\$ 36,100.</u> |
| | Total County Extension Service Office | \$ 36,100. |
| TOTAL GENERAL FUND | | \$2,525,461. |

**LEE COUNTY QUORUM COURT
ORDINANCE NO. 2018-20
PAGE FIVE**

| | <u>Office/Department</u> | <u>Appropriated Amounts</u> |
|--------------------------|--|---------------------------------|
| 1806-409 | District Court Clerk/All Courts Personal Services | |
| | Judge | \$11,501. |
| | District Court Clerk | 26,515. |
| | Deputy Clerk | 25,214. |
| | Deputy Clerk | 25,214. |
| | Other Personal Services | \$88,444. |
| | General Supplies | 36,468. |
| | Other Services and Charges | 3,700. |
| | Capital Outlays | 19,800. |
| | | <u>1,000.</u> |
| | | \$149,412. |
| 3008-600 | Library Personal Services | |
| | Librarian-Full time | \$22,418. |
| | Part-Time Salary | 1,500. |
| | Other Personal Services | 5,623. |
| | General Office Supplies | \$29,541. |
| | Other Services and Charges | 9,500. |
| | Capital Outlay | 7,650. |
| | | <u>200.</u> |
| | | \$46,891. |
| 3020-501 | Nine One Nine {911} Personal Services | |
| | Operator | |
| | Other Personal Services | |
| | General Supplies | 3,000. |
| | Other Services and Charges | <u>54,000.</u> |
| | | \$57,000. |
| TOTAL OTHER FUNDS | | \$253,303. |

- *B. COMMUNICATIONS FACILITIES AND EQUIPMENT. Total Projected Communications Facilities and Equipment revenues \$23,000.00.
- *C. EMERGENCY 911. Total projected Emergency 911 Revenues are \$466,000.00.
- *D. EMERGENCY RESCUE. Total projected Emergency Rescue revenues are \$5,500.
- *E. COUNTY RECORDER'S COST {Act 768}. Total projected County Recorder's Costs revenues are \$97,000.00.
- *F. TREASURER'S AUTOMATION FUND {Act108}. Total Projected Treasurer's Automation Fund revenues are \$25,000..

*Communications Facilities and Equipment, Emergency 911, Deputy Prosecuting Attorney Fund, Public Defender Fund, Emergency Rescue Fund, County Recorder's Costs, Treasurer's Automation Fund are reflected in the projected revenue for the General Fund for 2019.

**LEE COUNTY QUORUM COURT
ORDINANCE NO. 2018-20
PAGE SIX**

I. ROAD FUND. Total projected Road Fund revenues are \$2,422,037.

| <u>Office/Department</u> | | <u>Appropriated Amounts</u> |
|----------------------------|-----------|---------------------------------|
| County Road | | |
| Personal Services | | |
| ½-County Judge | \$29,554. | |
| ½--Judge's Secretary | 15,549. | |
| Road Foreman | 39,086. | |
| Mechanic | 33,981. | |
| Equipment Operator | 32,193. | |
| Equipment Operator | 32,066. | |
| Equipment Operator | 32,216. | |
| Equipment Operator | 32,154. | |
| Equipment Operator | 32,019. | |
| Equipment Operator | 31,753. | |
| Equipment Operator | 30,757. | |
| Equipment Operator | 28,991. | |
| Equipment Operator | 28,991. | |
| Other Personal Services | 167,851. | \$ 567,161. |
| General Supplies | | 734,400. |
| Other Services and Charges | | 117,750. |
| Capital Outlays | | <u>135,000.</u> |
| | | <u>\$ 1,554,311.</u> |
| TOTAL ROAD FUND | | \$1,554,311. |

SECTION 6. SEVERABILITY. If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of the Ordinance which can be given effect without the invalid provisions or application, and to this end, the provisions of this Ordinance are declared to be severable.

SECTION 7. This Ordinance being necessary for the protection and preservation of public health and safety, an emergency is hereby declared to exist and this Ordinance shall be in full force and effect upon passage and publication.

DATED this 18th day of December, 2018.

APPROVED: _____
Terry Sandefer, Lee County Judge

ATTEST: _____
Lynsey Russell, Lee County Clerk