



Association of Arkansas Counties

1415 West Third Street / Little Rock, Arkansas 72201

(501) 372-7550

Fax: (501) 372-0611

February 28, 2018

MEMORANDUM

To: Phillips County Clerk
From: Samantha Moore, Receptionist
Re: 2018 County Budget

It's time for us to compile our annual salary survey. Please send us a copy of your **2018 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 2017 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.

Phillips County Justice of Peace is paid \$ 5.50 per diem (regular meeting)

"Serving Arkansas' Counties Since 1968"

Grader Operator 4@	20,349
Truck Driver 3@	20,238
Parts Manager	20,238
Laborer	15,845
Bush Hog Operator 3@	20,238
ADEM Coordinator 1/2	10,150
Jailer Supervisor	21,234
Jailer	20,234
Jailer (pt)	10,855
Solid Waste	
Sanitation Officer #2	20,238
Secretary	5,143
Sanitation Officer	20,238
911 Coordinator	21,756
Dispatcher Supervisor	21,234
Coroner	5,291
Election Coordinator	10,287
Quorum Court	
Justice of Peace 9@	200
per diem	

PHILLIPS - Class 3

County Judge 1/2	27,992
Administrative Asst.	20,312
Secretary	17,813
Head Janitor	9.13hr
Janitor	8.50hr
<i>Veteran's Services Officer</i>	<i>17,813</i>
County Clerk	53,361
Chief Deputy	19,766
Deputy 2@	17,813
Circuit Clerk	53,631
Chief Deputy	19,766
Deputy 4@	17,813
Sheriff/Collector	55,985
Chief Deputy	27,706
Executive Secretary	18,223
Secretary 2@	17,813
Deputy 12@	23,179
Deputy Collector 2@	17,813
Juvenile Probation	26,948
<i>Fine Collector</i>	<i>17,813</i>

Emerg. Manag/911	26,324
Deputy	17,813
Juvenile Intake	25,846
Treasurer	53,361
Chief Deputy	19,766
Assessor	53,361
Chief Deputy	19,766
Deputy 2@	17,813
Appraiser Real Estate	17,813
Personal Property Deputy	17,813
Road Department	
County Judge 1/2	27,992
Shop Supervisor	14.36hr
Road Superintendent	31,500
Road Clerk Secretary	17,813
Heavy Duty Mechanic	12.65hr
Service/Gen. Mechanic	11.61hr
Welder Mechanic	12.65hr
Truck Driver 4@	9.45hr
Dragline/Trackhoe Operator	12.18hr
Backhoe Driver 3@	11.03hr
Grader/Truck Driver 4@	11.03hr
Truck Driver	9.45hr
Bridge/Pothole Worker 2@	8.50hr

Coroner	13,586
Quorum Court	
Justice of Peace 11@	550
per diem	

~~NIKE - Class 2~~

County Judge (1/3)	16,177
Administrative Assistant	13,174
Maintenance	31,824
Courthouse Maintenance	10,657
County Clerk	41,973
Deputy Clerk	26,349
Circuit Clerk	41,973
Deputy	26,349
Sheriff/Collector	46,834

APPROPRIATION ORDINANCE NO. 2017-33

BE IT ENACTED BY THE QUORUM COURT OF THE COUNTY OF PHILLIPS, STATE OF ARKANSAS;

“AN ORDINANCE TO ESTABLISH THE ANNUAL OPERATING BUDGET FOR CALENDAR YEAR 2018”.

SECTION 1. ANNUAL BUDGET ADOPTED BY REFERENCE. The annual Budget for calendar year 2018 identified as “2018 Annual Budget, Phillips County, Arkansas” dated Dec. 12, 2017 is hereby adopted by reference. A copy of said budget shall be 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 expenditure within the above enumerated four major categories of expenditures except for funds appropriated for personnel salaries and wages and rates employee benefits. Personnel 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. EXPENDITURES RESTRICTED TO SPECIFIED FUND. No expenditure of appropriated funds shall be made from any fund other than the fund specified in this Ordinance, or an amendment thereto.

SECTION 4. TRANSFER. Any transfers of monies between the 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 Phillips 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 IS AS FOLLOWS.

ORIGINAL

A. GENERAL FUND

2018 Total Projected Revenues (New Revenues)	2,330,539.00	
90% County General	2,097,485.00	
Carry Over	795,824.00	
		<u>Allowed Budgeted Amount</u>
		2,893,309.00

	<u>OFFICE / DEPARTMENT</u>	<u>APPROPRIATED BUDGETS AMOUNT</u>	
1000-0100	<u>County Judge's Office</u>		
	Personal Services	128,692.00	
	Supplies	6,600.00	
	Other Services & Charges	<u>18,650.00</u>	<u>153,942.00</u>
1000-0101	<u>County Clerk's Office</u>		
	Personal Services	182,658.00	
	Supplies	1,800.00	
	Other Services & Charges	<u>34,705.00</u>	<u>219,163.00</u>
1000-0102	<u>Circuit Clerk 's Office</u>		
	Personal Services	104,207.00	
	Supplies	6,960.00	
	Other Services & Charges	<u>15,064.00</u>	<u>126,231.00</u>
1000-0103	<u>Treasurer' Office</u>		
	Personal Services	104,670.00	
	Other Services & Charges	<u>9,692.00</u>	<u>114,362.00</u>
1000-0104	<u>Tax Collector's Office</u>		
	Other Services & Charges	<u>17,385.00</u>	<u>17,385.00</u>
1000-0105	<u>Tax Assessor's Office</u>		
	Othe Services & Charges	<u>19,862.00</u>	<u>19,862.00</u>
1000-0106	<u>Borard Of Equalization</u>		
	Personal Services	3,000.00	
	Other Services & Charges	<u>250.00</u>	<u>3,250.00</u>
1000-0107	<u>Quorum Court</u>		
	Personal Services	118,196.00	
	Other Services & Charges	<u>9,767.00</u>	<u>127,963.00</u>
1000-0108	<u>Courthouse Maintenance</u>		
	Personal Services	84,826.00	
	Other Services & Charges	<u>24,800.00</u>	<u>109,626.00</u>

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ORIGINAL

1000-0109	<u>Election</u>		
	Personal Services	5,000.00	
	Supplies	1,000.00	
	Other Services & Charges	<u>11,650.00</u>	<u>17,650.00</u>
1000-0111	<u>County Buildings</u>		
	Supplies	25,300.00	
	Other Services & Charges	<u>112,600.00</u>	<u>137,900.00</u>
1000-0112	<u>County Special Project</u>		
	Other Services & Charges	<u>90,000.00</u>	<u>90,000.00</u>
1000-0300	<u>County Health Unit</u>		
	Personal Services	17,000.00	
	Other Services & Charges	<u>50,300.00</u>	<u>67,300.00</u>
1000-0301	<u>Ambulance Services</u>		
	Other Services & Charges	<u>10,000.00</u>	<u>10,000.00</u>
1000-0400	<u>Sheriff Dept.</u>		
	Personal Services	729,645.00	
	Supplies	66,500.00	
	Other Services & Charges	<u>61,900.00</u>	<u>858,045.00</u>
1000-0401	<u>Circuit Court</u>		
	Supplies	11,000.00	
	Other Services & Charges	<u>32,368.00</u>	<u>43,368.00</u>
1000-01402	<u>Circuit Court Fine Collection</u>		
	Personal Services	28,919.00	
	Supplies	1,000.00	
	Other Services & Charges	<u>2,650.00</u>	<u>32,569.00</u>
1000-0406	<u>Chancery Court/Division 4</u>		
	Supplies	4,000.00	
	Other Services & Charges	<u>9,278.00</u>	<u>13,278.00</u>
1000-0409	<u>District Court/Helena</u>		
	Personal Services	3,372.00	
	Other Svices & Charges	<u>15,702.00</u>	<u>19,074.00</u>
1000-0410	<u>District Court/W.Helena</u>		
	Personal Services	<u>19,050.00</u>	<u>19,050.00</u>
1000-0414	<u>Juvenile Court/Probation</u>		
	Personal Services	44,580.00	
	Supplies	1,600.00	
	Other Services & Charges	<u>12,638.00</u>	<u>58,818.00</u>

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1000-0415	<u>Juvenile Intake</u>		
	Personal Services	53,897.00	
	Supplies	1,500.00	
	Other Services & Charges	<u>8,818.00</u>	<u>64,215.00</u>
1000-0416	<u>Prosecuting Attorney</u>		
	Personal Services	31,020.00	
	Other Services & Charges	<u>5,953.00</u>	<u>36,973.00</u>
1000-0419	<u>Coroner</u>		
	Personal Services	25,916.00	
	Supplies	4,029.00	
	Other Services & Charges	<u>8,145.00</u>	<u>38,090.00</u>
1000-0420	<u>County Constable</u>		
	Personal Services	<u>200.00</u>	<u>200.00</u>
1000-0500	<u>OEM</u>		
	Other Services & Charges	<u>5,900.00</u>	<u>5,900.00</u>
1000-0601	<u>County Park & Recreation</u>		
	Other Services & Charges	<u>2,500.00</u>	<u>2,500.00</u>
1000-0800	<u>Veteran Affairs</u>		
	Personal Services	28,457.00	
	Supplies	700.00	
	Other Services & Charges	<u>5,900.00</u>	<u>35,057.00</u>
1000-0801	<u>Extension Office</u>		
	Other Services & Charges	<u>67,250.00</u>	<u>67,250.00</u>
1000-0802	<u>Pauper & Welfare</u>		
	Other Services & Charges	<u>10,000.00</u>	<u>10,000.00</u>
TOTAL COUNTY GENERAL APPROPRIATION*****			2,519,021.00

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Offices/Departments

B.	<u>County Road Fund</u>		
	2018 Total Projected Revenue	2,811,716.00	
	90%	1,748,136.00	
	Carry Over	1,063,580.00	
			<u>Allowed Budgeted Amount</u>
			2,811,716.00
2000-0200	<u>Road Department</u>		
	Personal Services	792,064.00	
	Supplies	805,672.00	
	Other Services & Charges	184,000.00	
	Capital Outlay	<u>160,547.00</u>	<u>1,942,283.00</u>
C.	<u>Treasurer Automation Fund</u>		<u>Allowed Budgeted Amount</u>
	Total Projected Revenue	<u>45,990.00</u>	<u>45,990.00</u>
3000-0103	<u>Treasurer Automation</u>		
	Personal Services	2,792.00	
	Supplies	7,000.00	
	Other Services & Charges	<u>15,409.00</u>	<u>25,201.00</u>
D.	<u>Tax Collector Automation Fund</u>		<u>Allowed Budgeted Amount</u>
	Total Projected Revenue	<u>92,447.00</u>	<u>92,447.00</u>
3001-0104	<u>Tax Collector Automation</u>		
	Other Services & Charges	<u>30,000.00</u>	<u>30,000.00</u>
E.	<u>Court Automation Fund</u>		<u>Allowed Budget Amount</u>
	Total Projected Revenue	<u>12,300.00</u>	<u>12,300.00</u>
3002-0400	<u>Court Automation</u>		
	Other Services & Charges	<u>12,300.00</u>	<u>12,300.00</u>
F.	<u>Assessor Automation Fund</u>		<u>Allowed Budgeted Amount</u>
	Total Projected Revenue	<u>32,146.00</u>	<u>32,146.00</u>
3004-0105	<u>Assessor Automation</u>		
	Supplies	10,000.00	
	Other Services & Charges	<u>20,000.00</u>	<u>30,000.00</u>
G.	<u>County Clerk Automation Fund</u>		<u>Allowed Budgeted Amount</u>
	Total Projected Revenue	<u>44,980.00</u>	<u>44,980.00</u>
3005-0101	<u>Co. Clerk Automation</u>		

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Personal Services	11,139.00	
Supplies	11,000.00	
Other Services & Charges	14,900.00	<u>37,039.00</u>

H	<u>Optical Scanning Fund</u>		<u>Allowed Budgeted Amount</u>
	Project Revenue	<u>77,482.00</u>	<u>77,482.00</u>

3006-0102	<u>Optical Scanning</u>		
	Personal Services	<u>77,482.00</u>	<u>77,482.00</u>

I	<u>Phillips Co. Library Fund</u>		<u>Allowed Budgeted Amount</u>
	Total Projected Revenue	<u>301,551.00</u>	<u>301,551.00</u>

3008-0600	<u>County Library</u>		
	Other Services & Charges	<u>216,718.00</u>	<u>216,718.00</u>

J	<u>Phillips Co. Reappraisal Fund</u>		<u>Allowed Budgeted Amount</u>
	Total Projected Revenue	<u>139,455.00</u>	<u>139,455.00</u>

3011-0105	<u>Assessor Reappraisal</u>		
	Other Services & Charges	<u>139,455.00</u>	<u>139,455.00</u>

K	<u>Circuit Clerk/Child Support Collection</u>		<u>Allowed Budgeted Amount</u>
	Total Projected Revenue	<u>84.00</u>	<u>84.00</u>

3012-0102	<u>Child Support Collection</u>		
	Supplies	<u>84.00</u>	<u>84.00</u>

L	<u>Communication Facility & Equip. Fund</u>		<u>Allowed Budgetd Amount</u>
	Total Projected Revenue	<u>36,775.00</u>	<u>36,775.00</u>

3014-0400	<u>Sheriff Comm. Facility & Equip.</u>		
	Supplies	<u>3,000.00</u>	<u>3,000.00</u>

M	<u>Drug Control Fund</u>		<u>Allowed Budgeted Amount</u>
	Total Projected Revenue	<u>5,600.00</u>	<u>5,600.00</u>

3015-0400	<u>Sheriff Drug Control</u>		
	Other Services & Charges	<u>1,449.00</u>	<u>1,449.00</u>

N	<u>Jail Operation & Maint. Fund</u>		<u>Allowed Budgeted Amount</u>
	Total Projected Revenue	<u>173,927.00</u>	<u>173,927.00</u>

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3017-0418	<u>County Jail Operation</u>		
	Other Services & Charges	<u>173,927.00</u>	<u>173,927.00</u>
O	<u>OEM/Emergency Rescue Fund</u>		<u>Allowed Budget Amount</u>
	Total Project Revenue	<u>24,945.00</u>	<u>24,945.00</u>
3019-0501	<u>Emergency Rescue</u>		
	Supplies	<u>24,945.00</u>	<u>24,945.00</u>
P	<u>911 Surcharge Fund</u>		<u>Allowed Budgeted Amount</u>
	Total Projected Revenue	<u>412,664.00</u>	<u>412,664.00</u>
3020-0501	<u>OEM/911 Surcharge</u>		
	Personal Services	80,920.00	
	Supplies	11,785.00	
	Other Services & Charges	<u>256,035.00</u>	<u>348,740.00</u>
Q	<u>Rural Fire Department Fund</u>		<u>Allowed Budgeted Amount</u>
	Total Projected Revenue	<u>23,490.00</u>	<u>23,490.00</u>
3023-0502	<u>Rural Fire Department</u>		
	Other Services & Charges	<u>23,490.00</u>	<u>23,490.00</u>
R	<u>Public Defender Fund</u>		<u>Allowed Budgeted Amount</u>
	Total Projected Revenue	<u>9,590.00</u>	<u>9,590.00</u>
3024-0417	<u>Public Defender</u>		
	Personal Services	<u>9,590.00</u>	<u>9,590.00</u>
	Supplies		
S	<u>Juvenile Probation Fees Fund</u>		<u>Allowed Budgeted Amount</u>
	Total Projected Revenue	<u>5,998.00</u>	<u>5,998.00</u>
3031-0414	<u>Juvenile Court Fees</u>		
	Personal Services	4,998.00	
	Other Services & Charges	<u>1,000.00</u>	<u>5,998.00</u>
T	<u>Juvenile Court Cost Fund</u>		<u>Allowed Budgeted Amount</u>
	Total Projected Revenue	<u>3,068.00</u>	<u>3,068.00</u>
3032-0414	<u>Juvenile Court Cost</u>		
	Supplies	1,800.00	

	Other Services & Charges	<u>1,268.00</u>	<u>3,068.00</u>
U	<u>Circuit Clerk Commission Fund</u>		<u>Allowed Budgeted Amount</u>
	Total Projected Revenue	<u>1,798.00</u>	<u>1,798.00</u>
3039-0102	<u>Circuit Clerk Commission</u>		
	Other Services & Charges	<u>1,798.00</u>	<u>1,798.00</u>
V	<u>County/2000 Sales Tax Fund</u>		<u>Allowed Budgeted Amount</u>
	Total Projected Revenue	<u>516,574.00</u>	<u>516,574.00</u>
3400-0418	<u>County /2000 Sales Tax</u>		
	Personal Services	223,867.00	
	Other Services & Charges	<u>249,574.00</u>	<u>473,441.00</u>
W	<u>Juvenile Court/Block Grant 2012</u>		<u>Allowed Budgeted Amount</u>
	Total Projected Revenue	<u>21,866.00</u>	<u>21,866.00</u>
3408-0414	<u>Juvenile Court Grant 2012</u>		
	Personal Service	<u>21,866.00</u>	<u>21,866.00</u>
	Other Services & Charges		
X	<u>Health Department Grant Fund</u>		<u>Allowed Budgeted Amount</u>
	Total Projected Revenue	<u>16,914.00</u>	<u>16,914.00</u>
3501-0300	<u>County Health Dept Grant</u>		
	Personal Services	3,914.00	
	Supplies	4,500.00	
	Other Services & Charges	<u>8,500.00</u>	<u>16,914.00</u>
Y	<u>Circuit Clerk Grant Fund</u>		<u>Allowed Budget Amount</u>
	Total Projected Revenue	<u>17,831.00</u>	<u>17,831.00</u>
3507-0102	<u>Circuit Clerk</u>		
	Supplies	<u>1,325.00</u>	<u>1,325.00</u>
Z	<u>Tax Collector Commission Fund</u>		<u>Allowed Budgeted Amount</u>
	Total Projection Revenue	<u>222,204.00</u>	<u>222,204.00</u>
6001-0104	<u>Tax Collector Commission</u>		
	Personal Services	110,624.00	
	Supplies	10,690.00	
	Other Sevices & Charges	<u>23,550.00</u>	<u>144,864.00</u>

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AA	<u>Tax Assessor Commission Fund</u>		<u>Allowed Budgeted Amount</u>
	Total Projected Revenue	<u>229,019.00</u>	<u>229,019.00</u>
6401-0105	<u>Tax Assessor Commission</u>		
	Personal Services	145,484.00	
	Other Services & Charges	<u>79,558.00</u>	<u>225,042.00</u>
BB	<u>Local Emergency Planning</u>		<u>Allowed Budgeted Amount</u>
	Total Projected Revenue	<u>4,490.00</u>	<u>4,490.00</u>
6455-0500	<u>LEPC</u>		
	Personal Services	1,000.00	
	Other Services & Charges	<u>2,300.00</u>	<u>3,300.00</u>

SECTION 6. THIS ORDINANCE, NUMBERED 2017-33 AND PASSED 12-12-17, IS HEREBY APPROVED FOR THE CALENDAR YEAR 2018 THROUGH CHANGES AND ADDITIONS TO APPROPRIATIONS.

SECTION 7. SALARIES, WAGES AND NUMBER OF EMPLOYEES ADOPTED BY REFERENCE. The number of employee, their salaries or wages and the salaries of the officials of Phillips County for the calendar year 2018 indentified as Personal Services-Schedule of Salaries and Wages, is made a part of the 2018 Annual Budget, Phillips County, date this 13th day of Dec., 2017 is hereby adopted by reference. A copy of said budget schedule shall be filed in the office of the County Clerk and shall be available for inspection and copying by any person during normal office hours.

SECTION 8. Severability. If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, such invalidity shall not effect other provisions or application of the Ordinance which can be given effect without the invalid provisions or application, and to the end, the provisions of this Ordinance are declared to be severable.

SECTION 9. EMERGENCY CLAUSE. This Ordinance being necessary for the protection of public health and safety, an emergency is hereby declared to exist and this Ordinance shall be in full force and shall take effect upon passage and publication.

Approved: Clark Hall
 Clark Hall, County Judge
 Phillips County, Arkansas

Attest: Linda White
 Linda White, County Clerk
 Phillips County, Arkansas