

21-23  
**FILED**

APPROPRIATION ORDINANCE NO.

JUN 29 2021

LESLI PENNY

COUNTY & PROBATE COURT CLERK

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

Amend Appropriation Ordinance 2020-22, 2021 Craighead County Annual Operating Budget regarding mid point salaries and for other purposes and an Emergency Clause.

**WHEREAS**, Craighead County has agreed to utilize the Johanson salary survey for the 2021 Annual Operating Budget based on recommendations and with the adoption of the 2021 Annual Operating Budget, the Quorum Court agreed to review the salary survey during 2021 for possible salary increases to the midpoint of the Johanson study, and

**WHEREAS**, the Craighead County Quorum Court conducted a recent review of the financial status of Craighead County, and

**WHEREAS**, it was determined that all county line item funds of salaries and benefits contain sufficient funds to implement the salary adjustments, and

**WHEREAS**, the new salary adjustments will be contingent as stated in the Craighead County Salary Administration Policy in regards to the individual hire status, and

**WHEREAS**, an Appropriation Ordinance is necessary in connection with the Craighead County Salary Administration Policy, of which the Personnel Compensation Plan is based upon the annual operating budget as appropriated by the Quorum Court;

Now therefore be it Ordained by the Quorum Court of Craighead County, State of Arkansas as follows:

Section 1. That the following salary and benefit budget adjustments be incorporated into the current budget effective Tuesday, July 13, 2021 through the remainder of year.

				Amount
		Old	New	Appropriated
				7-13 thru 12-31
<b>FUND 1000 COUNTY GENERAL</b>				
DEPARTMENT 0100 COUNTY JUDGE				
1001	SALARIES			
	1 COUNTY JUDGE (Gen 50% Roads 50%)	\$ 44,716.14	\$ 46,380.00	\$ 790.33
	1 COUNTY ADMINISTRATOR	\$ 63,625.84	\$ 64,045.00	\$ 199.10
1006	SOCIAL SECURITY MATCH	\$ 18,795.51	\$ 18,954.86	\$ 75.69
1007	RETIREMENT MATCH	\$ 37,640.17	\$ 37,959.29	\$ 151.58
				\$ 1,216.71
<b>FUND 1000 COUNTY GENERAL</b>				
DEPARTMENT 0101 COUNTY CLERK				
1001	SALARIES			
	1 COUNTY CLERK	\$ 72,593.86	\$ 75,691.70	\$ 1,471.47
	1 CHIEF DEPUTY	\$ 45,386.32	\$ 51,413.00	\$ 2,862.67
	1 ACCOUNTS PAYABLE CLERK	\$ 40,270.14	\$ 41,364.00	\$ 519.58
	1 PAYROLL CLERK	\$ 37,525.25	\$ 38,636.00	\$ 527.61
	1 HEAD PROBATE CLERK	\$ 37,780.58	\$ 39,318.00	\$ 730.27
	1 PROBATE CLERK	\$ 36,226.01	\$ 38,636.00	\$ 1,144.75
	1 ELECTION CLERK	\$ 36,226.01	\$ 38,636.00	\$ 1,144.75
1006	SOCIAL SECURITY MATCH	\$ 28,011.63	\$ 29,364.65	\$ 642.68
1007	RETIREMENT MATCH	\$ 53,250.23	\$ 55,959.81	\$ 1,287.05
				\$ 10,330.83
<b>FUND 1000 COUNTY GENERAL</b>				
DEPARTMENT 0103 COUNTY TREASURER				
1001	SALARIES			
	1 TREASURER	\$ 72,593.86	\$ 75,691.70	\$ 1,471.47
1006	SOCIAL SECURITY MATCH	\$ 5,553.43	\$ 5,790.41	\$ 112.57
1007	RETIREMENT MATCH	\$ 11,121.38	\$ 11,595.97	\$ 225.43
				\$ 1,809.47
<b>FUND 1000 COUNTY GENERAL</b>				
DEPARTMENT 0104 COUNTY COLLECTOR				
1001	SALARIES			
	1 COLLECTOR	\$ 72,593.86	\$ 75,691.70	\$ 1,471.47
	1 4TH DEPUTY	\$ 36,487.76	\$ 39,318.00	\$ 1,344.36
	1 8TH DEPUTY (Transfer from LC Ct Hse)	\$ 35,153.76	\$ 39,318.00	\$ 1,978.01
1006	SOCIAL SECURITY MATCH	\$ 16,404.85	\$ 17,176.91	\$ 366.73
1007	RETIREMENT MATCH	\$ 22,096.86	\$ 23,643.00	\$ 734.42
				\$ 5,895.00

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<b>FUND 1000 COUNTY GENERAL</b>				
DEPARTMENT 0105 COUNTY ASSESSOR				
1001	SALARIES			
	1 ASSESSOR	\$ 72,593.86	\$ 75,691.70	\$ 1,471.47
	1 PERSONAL PROPERTY ADMIN 4	\$ 38,485.14	\$ 38,636.00	\$ 71.66
	1 PERSONAL PROPERTY ADMIN-LC	\$ 38,485.14	\$ 38,636.00	\$ 71.66
1006	SOCIAL SECURITY MATCH	\$ 48,809.64	\$ 49,069.71	\$ 123.53
1007	RETIREMENT MATCH	\$ 97,746.88	\$ 98,267.69	\$ 247.39
				\$ 1,985.71
<b>FUND 1000 COUNTY GENERAL</b>				
DEPARTMENT 0108 BUILDING MAINTENANCE				
1001	SALARIES			
	1 MAINTENANCE SUPERVISOR	\$ 44,990.64	\$ 51,413.00	\$ 3,050.62
	1 BUILDING MAINTENANCE	\$ 36,967.38	\$ 40,682.00	\$ 1,764.44
	1 GROUNDS MAINTENANCE	\$ 36,098.97	\$ 38,636.00	\$ 1,205.09
	1 MAINTENANCE TECH	\$ 35,284.73	\$ 38,636.00	\$ 1,591.85
	1 CUSTODIAN TEAM LEAD	\$ 35,149.54	\$ 37,954.00	\$ 1,332.12
	5 CUSTODIANS(From \$35,149.54 to \$37,272)	\$ 175,747.70	\$ 186,360.00	\$ 5,040.84
1006	SOCIAL SECURITY MATCH	\$ 28,858.78	\$ 31,111.10	\$ 1,069.85
1007	RETIREMENT MATCH	\$ 55,801.41	\$ 60,311.93	\$ 2,142.50
				\$ 17,197.32
<b>FUND 1000 COUNTY GENERAL</b>				
DEPARTMENT 0109 COUNTY ELECTION COMMISSION				
1001	SALARIES			
	1 ELECTION COORDINATOR	\$ 41,200.00	\$ 45,000.00	\$ 1,805.00
1006	SOCIAL SECURITY MATCH	\$ 3,151.80	\$ 3,442.50	\$ 138.08
1007	RETIREMENT MATCH	\$ 6,311.84	\$ 6,894.00	\$ 276.53
				\$ 2,219.61
<b>FUND 1000 COUNTY GENERAL</b>				
DEPARTMENT 0114 COMPUTER SERVICES				
1001	SALARIES			
	1 IT DIRECTOR	\$ 51,665.14	\$ 60,887.00	\$ 4,380.38
	1 IT SYSTEMS ADMINISTRATOR	\$ 43,366.89	\$ 48,273.00	\$ 2,330.40
1006	SOCIAL SECURITY MATCH	\$ 7,269.95	\$ 8,350.74	\$ 513.38
1007	RETIREMENT MATCH	\$ 14,558.91	\$ 16,723.32	\$ 1,028.09
				\$ 8,252.25
<b>FUND 1000 COUNTY GENERAL</b>				
DEPARTMENT 0400 COUNTY SHERIFF				
1001	SALARIES			
	1 SHERIFF	\$ 81,869.53	\$ 92,760.00	\$ 5,172.97
	1 CHIEF DEPUTY	\$ 62,378.37	\$ 67,203.00	\$ 2,291.70
	1 ASSITANT CHIEF/CAPTAIN DEPUTY	\$ 56,420.51	\$ 60,887.00	\$ 2,121.58
	1 CAPTAIN CID	\$ 55,365.65	\$ 57,729.00	\$ 1,122.59
	1 LIEUTENANT 1ST SHIFT	\$ 49,647.12	\$ 51,413.00	\$ 838.79
	1 LIEUTENANT 2ND SHIFT	\$ 49,647.12	\$ 51,413.00	\$ 838.79
	1 LIEUTENANT 3RD SHIFT	\$ 49,647.12	\$ 51,413.00	\$ 838.79
	1 SERGEANT 1ST SHIFT	\$ 46,264.60	\$ 48,273.00	\$ 953.99
	1 SERGEANT 2ND SHIFT	\$ 46,264.60	\$ 48,273.00	\$ 953.99
	1 SERGEANT 3RD SHIFT	\$ 46,264.60	\$ 48,273.00	\$ 953.99
	1 SERGEANT CID	\$ 46,264.60	\$ 48,273.00	\$ 953.99
	1 DEPUTY CLERK 2	\$ 38,842.64	\$ 39,318.00	\$ 225.80
	1 DEPUTY CLERK 3	\$ 37,845.80	\$ 39,318.00	\$ 699.29
	1 DEPUTY CLERK 4	\$ 37,552.36	\$ 39,318.00	\$ 838.68
	1 CLERK-FINE AND FEE COLLECTIONS(50%)	\$ 18,776.18	\$ 19,659.00	\$ 419.34
	1 IT COMPUTER ADMINISTRATOR	\$ 45,459.00	\$ 48,273.00	\$ 1,336.65
1006	SOCIAL SECURITY MATCH	\$ 164,195.95	\$ 167,507.34	\$ 1,572.91

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1007	RETIREMENT MATCH		\$ 319,657.58	\$ 326,289.03	\$ 3,149.94
<b>FUND 1000 COUNTY GENERAL</b>					\$ 25,283.79
DEPARTMENT 0409 DISTRICT COURT					
1001	SALARIES				
	1 CHIEF ADMINISTRATOR	\$	47,981.50	\$ 54,571.00	\$ 3,130.01
	1 CHIEF DEPUTY CLERK	\$	40,435.09	\$ 45,115.00	\$ 2,222.96
	1 COURT LIAISON	\$	38,880.20	\$ 40,682.00	\$ 855.86
	1 DEPUTY CLERK 1	\$	38,513.55	\$ 39,318.00	\$ 382.11
	1 DEPUTY CLERK 2	\$	38,513.55	\$ 39,318.00	\$ 382.11
	1 DEPUTY CLERK 3	\$	38,211.98	\$ 39,318.00	\$ 525.36
	1 DEPUTY CLERK 4	\$	37,856.68	\$ 39,318.00	\$ 694.13
	1 DEPUTY CLERK 5	\$	37,856.68	\$ 39,318.00	\$ 694.13
	1 DEPUTY CLERK 6	\$	36,550.84	\$ 39,318.00	\$ 1,314.40
	1 DEPUTY CLERK 7	\$	35,737.80	\$ 39,318.00	\$ 1,700.60
	1 DEPUTY CLERK 8	\$	35,737.80	\$ 39,318.00	\$ 1,700.60
	1 DEPUTY CLERK 9	\$	35,220.23	\$ 39,318.00	\$ 1,946.44
	1 DEPUTY CLERK 10	\$	35,220.23	\$ 39,318.00	\$ 1,946.44
	1 DEPUTY CLERK 11	\$	35,220.23	\$ 39,318.00	\$ 1,946.44
1006	SOCIAL SECURITY MATCH	\$	44,329.39	\$ 47,460.51	\$ 1,487.28
1007	RETIREMENT MATCH	\$	86,888.39	\$ 93,158.81	\$ 2,978.45
<b>FUND 1000 COUNTY GENERAL</b>					\$ 23,907.31
DEPARTMENT 0414 JUVENILE COURT					
1001	SALARIES				
	1 JUVENILE SUPERVISOR	\$	50,877.54	\$ 51,413.00	\$ 254.34
	1 INTAKE OFFICER 3	\$	35,598.04	\$ 40,682.00	\$ 2,414.88
	1 INTAKE OFFICER 4	\$	35,598.04	\$ 40,682.00	\$ 2,414.88
	1 OFFICE MANAGER	\$	33,447.14	\$ 40,000.00	\$ 3,112.61
	1 PROBATION OFFICER 1	\$	35,263.54	\$ 40,682.00	\$ 2,573.77
	1 PROBATION OFFICER 2	\$	34,613.78	\$ 40,682.00	\$ 2,882.40
1006	SOCIAL SECURITY MATCH	\$	24,060.00	\$ 26,258.83	\$ 1,044.45
1007	RETIREMENT MATCH	\$	48,182.90	\$ 52,586.32	\$ 2,091.62
<b>FUND 1000 COUNTY GENERAL</b>					\$ 16,788.96
DEPARTMENT 0418 COUNTY JAIL					
1001	SALARIES				
	1 FACILITY/JAIL ADMINISTRATOR	\$	56,135.45	\$ 60,887.00	\$ 2,256.99
	1 ASSISTANT JAIL ADMINISTRATOR	\$	50,494.19	\$ 57,729.00	\$ 3,436.53
	1 ASSISTANT ADMINISTRATOR-JUVENILE	\$	44,142.39	\$ 48,273.00	\$ 1,962.04
	1 MAINTENANCE ADMINISTRATOR	\$	49,505.14	\$ 51,413.00	\$ 906.23
	1 STAFF ACCOUNTANT	\$	42,032.79	\$ 42,728.00	\$ 330.22
	1 MAINTENANCE/SECURITY	\$	39,985.54	\$ 42,728.00	\$ 1,302.67
	1 BOOKING OIC	\$	40,727.17	\$ 44,092.00	\$ 1,598.29
	1 ASSISTANT OIC	\$	39,248.81	\$ 41,364.00	\$ 1,004.72
	2 JAILER OIC(DAY)(From \$40,653.87 to \$44092)	\$	81,307.74	\$ 88,184.00	\$ 3,238.72
	2 JAILER OIC(Night)(From \$40,653.87 to \$44092)	\$	81,307.74	\$ 88,184.00	\$ 3,238.72
	2 JAILER ASST OIC(DAY)(From \$39,248.81 to \$41,364)	\$	78,497.62	\$ 82,728.00	\$ 1,992.51
	2 JAILER ASST OIC(Night)(From \$39,248.81 to \$41,364)	\$	78,497.62	\$ 82,728.00	\$ 1,992.51
	53 DETENTION OFFICERS (From \$38,648.91 to \$39,318)	\$	2,048,392.23	\$2,083,854.00	\$ 15,441.86
	1 DETENTION OFFICER/OFFICE MANAGER	\$	38,648.91	\$ 42,046.00	\$ 1,613.62
1006	SOCIAL SECURITY MATCH	\$	218,586.48	\$ 225,319.60	\$ 3,084.15
1007	RETIREMENT MATCH	\$	437,744.44	\$ 451,228.29	\$ 6,176.35
<b>FUND 1000 COUNTY GENERAL</b>					\$ 49,576.13
DEPARTMENT 0419 COUNTY CORONER					
1001	SALARIES				
	1 CORONER	\$	55,647.81	\$ 75,691.70	\$ 9,520.85
1006	SOCIAL SECURITY MATCH	\$	4,257.06	\$ 5,790.42	\$ 728.34
1007	RETIREMENT MATCH	\$	8,525.24	\$ 11,595.96	\$ 1,458.59
					\$ 11,707.79

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<b>FUND 1000 COUNTY GENERAL</b>				
DEPARTMENT 0422 CIRCUIT COURT				
1001	SALARIES			
	1 CHIEF COURT SECURITY OFFICER	\$ 41,815.02	\$ 42,046.00	\$ 109.72
1006	SOCIAL SECURITY MATCH	\$ 4,257.06	\$ 4,274.73	\$ 8.39
1007	RETIREMENT MATCH	\$ 8,525.24	\$ 8,560.63	\$ 16.81
				\$ 134.92
<b>FUND 1000 COUNTY GENERAL</b>				
DEPARTMENT 0424 DRUG TASK FORCE				
1001	SALARIES			
	1 FISCAL OFFICER	\$ 39,610.81	\$ 42,046.00	\$ 1,156.72
	1 LEGAL SECRETARY 2	\$ 36,888.28	\$ 40,000.00	\$ 1,478.07
1006	SOCIAL SECURITY MATCH	\$ 9,666.32	\$ 10,090.66	\$ 201.56
1007	RETIREMENT MATCH	\$ 19,357.90	\$ 20,207.69	\$ 403.65
				\$ 3,239.99
<b>FUND 1000 COUNTY GENERAL</b>				
DEPARTMENT 0425 DEP PROSECUTING ATTORNEY				
1001	SALARIES			
	1 SECRETARY/COORDINATOR 2	\$ 37,159.60	\$ 40,000.00	\$ 1,349.19
	1 RECEPTIONIST	\$ 34,899.12	\$ 37,954.00	\$ 1,451.07
1006	SOCIAL SECURITY MATCH	\$ 12,113.21	\$ 12,564.20	\$ 214.22
1007	RETIREMENT MATCH	\$ 24,258.09	\$ 25,161.25	\$ 429.00
				\$ 3,443.48
<b>FUND 1000 COUNTY GENERAL</b>				
DEPARTMENT 0435 VICTIM WITNESS ASSISTANCE				
1001	SALARIES			
	1 COORDINATOR 2	\$ 38,597.72	\$ 40,682.00	\$ 990.03
	1 COORDINATOR-FINANCIAL	\$ 36,729.64	\$ 41,364.00	\$ 2,201.32
	1 COORDINATOR 3	\$ 36,240.92	\$ 40,682.00	\$ 2,109.51
1006	SOCIAL SECURITY MATCH	\$ 12,031.28	\$ 12,885.00	\$ 405.52
1007	RETIREMENT MATCH	\$ 24,094.02	\$ 25,803.69	\$ 812.09
				\$ 6,518.48
<b>FUND 1000 COUNTY GENERAL</b>				
DEPARTMENT 0800 VETERANS SERVICE				
1001	SALARIES			
	1 VETERANS SERVICE OFFICER	\$ 38,562.56	\$ 44,092.00	\$ 2,626.48
1006	SOCIAL SECURITY MATCH	\$ 4,954.23	\$ 5,377.23	\$ 200.93
1007	RETIREMENT MATCH	\$ 5,907.78	\$ 6,754.89	\$ 402.38
				\$ 3,229.79
<b>FUND 2000 COUNTY ROAD DEPARTMENT FUND</b>				
DEPARTMENT 0200 ROAD DEPARTMENT (SPECIAL REV)				
1001	SALARIES			
	1 COUNTY JUDGE (Gen 50% Roads 50%)	\$ 44,716.14	\$ 46,380.00	\$ 792.00
	1 ROAD SUPERINTENDENT	\$ 58,313.00	\$ 60,887.00	\$ 1,225.22
	1 WESTERN DISTRICT FOREMAN	\$ 44,852.35	\$ 48,273.00	\$ 1,628.23
	1 EASTERN DISTRICT FOREMAN	\$ 44,013.81	\$ 45,115.00	\$ 524.17
	1 SHOP MANAGER	\$ 44,013.81	\$ 45,115.00	\$ 524.17
	1 COORDINATOR	\$ 39,474.15	\$ 40,682.00	\$ 574.94
	1 CLERK	\$ 38,025.81	\$ 38,636.00	\$ 290.45
1006	SOCIAL SECURITY MATCH	\$ 190,749.61	\$ 191,643.05	\$ 425.28
1007	RETIREMENT MATCH	\$ 378,933.91	\$ 380,723.12	\$ 851.66
				\$ 6,836.11
<b>FUND 3000 TREASURER'S AUTOMATION FUND(ACT 108-1999)</b>				
DEPARTMENT 0103 TREASURER (SPECIAL REV)(21-6-302)				
	1 CHIEF DEPUTY			
1001	1 DEPUTY TREASURER	\$ 45,386.32	\$ 51,413.00	\$ 2,862.67
1006	SOCIAL SECURITY MATCH	\$ 39,985.32	\$ 41,364.00	\$ 654.87
1007	RETIREMENT MATCH	\$ 6,530.93	\$ 7,097.44	\$ 269.09
		\$ 13,078.94	\$ 14,213.44	\$ 538.89
				\$ 4,325.53

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**FUND 3001 COLLECTOR AUTOMATION FUND(ACT1215-2001)**  
**DEPARTMENT 0104 COUNTY COLLECTOR (SPECIAL REV)(21-6-305)**

1001	SALARIES				
	1 CHIEF DEPUTY	\$	45,385.06	\$	51,413.00
	1 2ND DEPUTY (From Gen Fund)	\$	39,147.84	\$	39,318.00
	1 3RD DEPUTY (From Gen Fund)	\$	38,284.54	\$	39,318.00
	1 6TH DEPUTY (From Gen Fund)	\$	36,487.76	\$	39,318.00
1006	SOCIAL SECURITY MATCH	\$	12,186.85	\$	12,956.58
1007	RETIREMENT MATCH	\$	24,405.56	\$	25,947.02
				\$	5,877.17

**FUND 3002 CIRCUIT COURT AUTOMATION FUND(ACT 1262 OF 1995)(PARTIAL PAY)**  
**DEPARTMENT 0422 CIRCUIT COURT (SPECIAL REV)(16-13-704)**

1001	1 CLERK-FINE AND FEE COLLECTIONS(50%)	\$	18,776.18	\$	19,659.00
1006	SOCIAL SECURITY MATCH	\$	1,436.38	\$	1,503.92
1007	RETIREMENT MATCH	\$	2,876.51	\$	3,011.76
				\$	64.24
				\$	515.66

**FUND 3006 RECORDER'S COST FUND(CIRCUIT CLERK)(ACT 768-1995)**  
**DEPARTMENT 0102 CIRCUIT CLERK (SPECIAL REV)(21-6-306)**

1001	SALARIES				
	1 DEPUTY CIVIL CLERK	\$	38,926.48	\$	39,318.00
	1 DEPUTY CIVIL CLERK	\$	37,076.98	\$	39,318.00
	1 DEPUTY CRIMINAL CLERK	\$	38,834.28	\$	39,318.00
	1 DEPUTY CRIMINAL CLERK	\$	35,246.33	\$	39,318.00
	1 DEPUTY DOMESTIC CLERK	\$	38,492.59	\$	39,318.00
	1 DEPUTY JUVENILE CLERK	\$	37,809.08	\$	39,318.00
1006	SOCIAL SECURITY MATCH	\$	39,635.07	\$	40,363.52
1007	RETIREMENT MATCH	\$	76,769.35	\$	78,228.16
				\$	692.93
				\$	5,562.02

**FUND 3026 INDIGENT CRIMINAL DEFENSE FUND(PUBLIC DEFENDER) (ACT 1193-1993)**  
**DEPARTMENT 0417 PUBLIC DEFENDER (SPECIAL REV)(14-20-102)**

1001	SALARIES				
	1 SECRETARY/LEGAL SUPPORT	\$	37,695.22	\$	40,682.00
1006	SOCIAL SECURITY MATCH	\$	2,883.68	\$	3,112.17
1007	RETIREMENT MATCH	\$	5,774.91	\$	6,232.48
				\$	217.35
				\$	1,744.60
					Total change
					\$217,598.62

There is hereby appropriated funding in the 2021 County Annual Operating Budget to adjust salaries and benefits for Elected Officials and Employees, as outlined above, for the remainder of the current budget year 2021. That these salaries and benefit changes shall be entered into the chart of accounts of the County Treasurer and payroll system by the Payroll Clerk based on the current status of the employee hire date and other pay criteria, upon passage of this appropriation ordinance.

Emergency Clause: In order to implement much deserved pay raises and allocate appropriated funds in a timely manner, an emergency exists and this Ordinance, being for the immediate preservation of public peace, health, and safety shall be in full force and effect from and after its passage and approval.

Dated this 28<sup>th</sup> day of June 2021.

Approved: Marvin Day  
 Marvin Day  
 Craighead County Judge

Attest: Lesli Penny  
 Lesli Penny  
 Craighead County Clerk

"This publication was paid for by the Craighead County Clerk, cost of this publication \$ \_\_\_\_\_"

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