

AGENDA FOR THE QUORUM COMMITTEE MEETING

Tuesday October 13, 2020

<https://us02web.zoom.us/j/81171776409>

?pwd=bVlxRUIvS1E1R0dEcC9TVCs3djRE

QT09

TIME 5:30 P.M.

I. ROLL CALL

II. REPORTS OF THE COMMITTEES

Public Safety – Jimmy Fisher Sr.

1. AN APPROPRIATION ORDINANCE TO PROVIDE A TRANSFER OF FUNDS FROM 1813 ADULT JAIL TO 1803 JUVENILE JUSTICE CENTER AND A TRANSFER WITHIN FUND 1813 ADULT JAIL

2. AN APPROPRIATION ORDINANCE TO APPROVE PROPERTY TRANSFER FROM JEFFERSON COUNTY SHERIFF'S OFFICE TO THE CITY OF GOULD POLICE DEPARTMENT

Judicial – Patricia Royal Johnson

1. AN APPROPRIATION ORDINANCE TO PROVIDE A REIMBURSEMENT TO FUND 1000 COUNTY GENERAL – PROSECUTOR

2. Human Resource – Melanie Dumas

1. Vote to fill vacancy in Personal Property
2. Vote to reinstate part time position in First Division
3. An Ordinance to Establish a Sub-Fund of County General to be called the Coronavirus Relief Fund and to declare an Emergency.

Budget and Finance – Ted Harden

1. AN APPROPRIATION ORDINANCE TO PROVIDE A TRANSFER OF FUNDS FROM 1813 ADULT JAIL TO 1803 JUVENILE JUSTICE CENTER AND A TRANSFER WITHIN FUND 1813 ADULT JAIL

2. AN APPROPRIATION ORDINANCE TO APPROVE PROPERTY TRANSFER FROM JEFFERSON COUNTY SHERIFF'S OFFICE TO THE CITY OF GOULD POLICE DEPARTMENT
3. AN APPROPRIATION ORDINANCE TO PROVIDE A REIMBURSEMENT TO FUND 1000 COUNTY GENERAL – PROSECUTOR
4. An Ordinance to Establish a Sub-Fund of County General to be Called the Coronavirus Relief Fund and to Declare an Emergency
5. AN APPROPRIATION ORDINANCE TO PROVIDE A REIMBURSEMENT TO 1000 STYLED COUNTY GENERAL – VETERANS SERVICE
6. AN APPROPRIATION ORDINANCE TO PROVIDE A SUPPLEMENTAL APPROPRIATION TO FUND 1000 COUNTY GENERAL – COUNTY CLERK
7. AN APPROPRIATION ORDINANCE TO PROVIDE A SUPPLEMENTAL APPROPRIATION TO FUND 1000 COUNTY GENERAL – COUNTY CLERK GRANT
8. AN APPROPRIATION ORDINANCE TO REIMBURSE FUNDS TO 1000 STYLED COUNTY GENERAL – COUNTY CLERK
9. AN APPROPRIATION ORDINANCE TO PROVIDE A TRANSFER OF FUNDS AND A SUPPLEMENTAL APPROPRIATION TO FUND 1000 COUNTY GENERAL – COUNTY JUDGE
10. AN APPROPRIATION ORDINANCE TO PROVIDE A SUPPLEMENTAL APPROPRIATION TO FUND 1000 COUNTY GENERAL – ELECTIONS
11. AN APPROPRIATION ORDINANCE TO PROVIDE A REIMBURSEMENT TO 1000 STYLED COUNTY GENERAL – OEM
12. AN APPROPRIATION ORDINANCE TO PROVIDE A SUPPLEMENTAL APPROPRIATION AND TRANSFER WITHIN FUND 3403 STYLED MECA

ADJOURNMENT

AGENDA FOR THE QUORUM COURT MEETING
Tuesday October 13, 2020
Following committee meeting
<https://us02web.zoom.us/j/81171776409?pwd=bVlxRUlvS1E1R0dEcC9TVCs3djREQT09>

- I. CALL TO ORDER, PRAYER, PLEDGE OF ALLEGIANCE AND ROLL CALL

- II. TREASURER'S REPORT

- III. READING AND DISPOSITION OF MINUTES

Reading and Disposition of the September 14, 2020 Quorum Court Meeting's Minutes
Reading and Disposition of the September 29, 2020 and October 1, 2020 Special Meetings

- IV. REPORT OF THE COMMITTEES
 - A. Human Resource Committee – Melanie Dumas
 - B. Judicial Committee – Patricia Royal Johnson
 - C. Public Safety Committee – Jimmy Fisher, Sr.
 - D. Budget Finance Committee - Justice Ted Harden

- V. UNFINISHED BUSINESS

- VI. COMMENTS OR QUESTIONS FROM THE PUBLIC ON THE BUSINESS BEFORE US

- VII. NEW BUSINESS
 - 1. AN APPROPRIATION ORDINANCE TO PROVIDE A TRANSFER OF FUNDS FROM 1813 ADULT JAIL TO 1803 JUVENILE JUSTICE CENTER AND A TRANSFER WITHIN FUND 1813 ADULT JAIL

 - 2. AN APPROPRIATION ORDINANCE TO APPROVE PROPERTY TRANSFER FROM JEFFERSON COUNTY SHERIFF'S OFFICE TO THE CITY OF GOULD POLICE DEPARTMENT

3. AN APPROPRIATION ORDINANCE TO PROVIDE A REIMBURSEMENT TO FUND 1000 COUNTY GENERAL – PROSECUTOR
4. An Ordinance to Establish a Sub-Fund of County General to be Called the Coronavirus Relief Fund and to Declare an Emergency
5. AN APPROPRIATION ORDINANCE TO PROVIDE A REIMBURSEMENT TO 1000 STYLED COUNTY GENERAL – VETERANS SERVICE
6. AN APPROPRIATION ORDINANCE TO PROVIDE A SUPPLEMENTAL APPROPRIATION TO FUND 1000 COUNTY GENERAL – COUNTY CLERK
7. AN APPROPRIATION ORDINANCE TO PROVIDE A SUPPLEMENTAL APPROPRIATION TO FUND 1000 COUNTY GENERAL – COUNTY CLERK GRANT
8. AN APPROPRIATION ORDINANCE TO REIMBURSE FUNDS TO 1000 STYLED COUNTY GENERAL – COUNTY CLERK
9. AN APPROPRIATION ORDINANCE TO PROVIDE A TRANSFER OF FUNDS AND A SUPPLEMENTAL APPROPRIATION TO FUND 1000 COUNTY GENERAL – COUNTY JUDGE
10. AN APPROPRIATION ORDINANCE TO PROVIDE A SUPPLEMENTAL APPROPRIATION TO FUND 1000 COUNTY GENERAL – ELECTIONS
11. AN APPROPRIATION ORDINANCE TO PROVIDE A REIMBURSEMENT TO 1000 STYLED COUNTY GENERAL – OEM
12. AN APPROPRIATION ORDINANCE TO PROVIDE A SUPPLEMENTAL APPROPRIATION AND TRANSFER WITHIN FUND 3403 STYLED MECA
13. Vote to fill vacancy in Personal Property
14. Vote to reinstate part time position in First Division

VII. ANNOUNCEMENTS

VIII. ADJOURNMENT

State of Arkansas
County of Jefferson
Quorum Court

APPROPRIATION ORDINANCE NO. _____

AN APPROPRIATION ORDINANCE TO PROVIDE A TRANSFER OF FUNDS FROM 1813 ADULT JAIL TO 1803 JUVENILE JUSTICE CENTER AND A TRANSFER WITHIN FUND 1813 ADULT JAIL

BE IT ENACTED THE QUORUM COURT OF THE COUNTY OF JEFFERSON, STATE OF ARKANSAS

Article I. The County Judge is hereby authorized to approve a transfer of funds in the amount of \$131,116.52 within Fund 1813 styled Adult Jail and a transfer of funds in the amount of 164,239.67 from Fund 1813 styled Adult Jail to Fund 1803 styled Juvenile Justice Center as detailed in attachment hereto.

Article II. The County Judge is hereby authorized to approve distribution to the appropriation as set forth in Article I.

Article III. The County Treasurer is hereby authorized to transfer funds in the amount of \$164,239.67 from Fund 1813 styled Adult Jail to 1803 styled Juvenile Justice Center.

Article IV. That this Appropriation Ordinance shall be in full force and effect from and after its passage and approval.

AN APPROPRIATION ORDINANCE TO PROVIDE
A TRANSFER OF FUNDS FROM 1813 ADULT JAIL
TO 1803 JUVENILE JUSTICE CENTER AND A
TRANSFER WITHIN FUND 1813 ADULT JAIL

BY: _____

Jimmy Fisher, Sr.

JUSTICE OF THE PEACE

JEFFERSON COUNTY, ARKANSAS

APPROVED: _____

GERALD ROBINSON

JEFFERSON COUNTY JUDGE

JEFFERSON COUNTY, ARKANSAS

DATE _____

Attachments – 7 pages

APPROVED BY: _____

TERRY WYNNE

COUNTY ATTORNEY

JEFFERSON COUNTY, ARKANSAS

ATTEST: _____

SHAWNDRAG TAGGART

JEFFERSON COUNTY CLERK

JEFFERSON COUNTY, ARKANSAS

DATE _____



LAFAYETTE WOODS, JR.

SHERIFF OF JEFFERSON COUNTY
P.O. Box 7837
PINE BLUFF, ARKANSAS 71611



CHIEF DEPUTY, Stanley James
OPERATIONS COMMANDER, Major Gary McClain
W.C. "Dub" BRASSELL ADULT JAIL ADMINISTRATOR, Joseph Gorman

ADMINISTRATIVE OFFICE: 870-541-5351 • FAX 870-541-5348
INVESTIGATIONS: 870-541-5496 • FAX 870-541-5499
PATROL: 870-541-5376 • FAX 870-541-5379
WARRANTS/CIVIL PROCESS: 870-541-5349
DUB BRASSELL DETENTION CENTER: 870-541-4620 • FAX 870-541-1925
JACK JONES JUVENILE JUSTICE CENTER: 870-541-8502 • FAX 870-541-0307
Website: www.jeffcoso.org

MEMO

TO: JEFFERSON COUNTY JUDGE GERALD ROBINSON
FROM: CHRIS BROWN, OFFICE MANAGER *MCB*
DATE: 09/24/2020

RE: **Transfer / Appropriation Request**

Projections indicate at the current rate of expenditure, the Juvenile Justice Center (1803-0418) budget for 2020 will be \$164,233.50 in the negative by the end of 2020, whereas the Jail (1813-0418) budget will be \$273,948.92 in the positive. Further, some protected lines and groups within 1813-0418 are expected to be in the negative soon. To remedy that, this office requests the Jefferson County Quorum Court approve the following transfers:

AMOUNT	FROM	TO
651.58	JAIL 1813-0418-1001 SALARIES	JAIL 1813-0418-1016 LIFE INSURANCE
58,697.82	JAIL 1813-0418-1001 SALARIES	JAIL 1813-0418-3006 MEDICAL / DENTAL
35,568.52	JAIL 1813-0418-1001 SALARIES	JAIL 1813-0418-3062 WATER
11,198.60	JAIL 1813-0418-1001 SALARIES	JAIL 1813-0418 3063 WASTE DISPOSAL
143,376.08	JAIL 1813-0418-1001 SALARIES	JJC 1803-0418-1001 SALARIES
4,895.14	JAIL 1813-0418-1001 SALARIES	JJC 1803-0418-2003 JANITORIAL
9,354.86	JAIL 1813-0418-1001 SALARIES	JJC 1803-0418-2020 BLDING MATERIALS
6,613.59	JAIL 1813-0418-1001 SALARIES	JJC 1803-0418-3060 ELECTRICITY
25,000.00	JAIL 1813-0418-2020 BLDING MATERIALS	JAIL 1813-0418-3062 WATER

For more information, please consult the attached budget detail reports (as of 9/23/2020) for each budget and a spreadsheet the impact to both.

2020 Budget Detail Report

Month: 9 Date Range: 09/01/2020 - 09/30/2020 Fund: 1813 - 1813 Dept: 418 - 418 Item: 00 - 9999

Line Item	Description	Month to Date Transfers	Year to Date Transfers	MTD Expenditures	YTD Expenditures	Original Budget	Balance	MTD % Used	YTD % Used	% Left
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Fund: 1813 JEFF CO ADULT JAIL FUND PERSONAL SERVICES Office: 0418 JEFF CO ADULT JAIL FUND

Group: 04180100 - 04181999	PERSONAL SERVICES									
1813- 04181001	SALARIES (FULL TIME)	\$0.00	\$617,254.89	\$99,281.13	\$946,579.67	\$947,648.75	\$1,069.08	6.344	60.488	39.512
1813- 04181002	SALARIES (PART TIME)	\$0.00	\$27,730.91	\$6,210.00	\$39,120.06	\$45,500.00	\$6,379.94	8.480	53.420	46.580
1813- 04181006	SOCIAL SECURITY MATCHING	\$0.00	\$0.00	\$7,777.32	\$71,557.34	\$75,975.88	\$4,418.54	6.180	56.865	43.135
1813- 04181007	RETIREMENT MATCHING	\$0.00	\$0.00	\$15,289.24	\$142,805.23	\$152,150.39	\$9,345.16	6.053	56.535	43.465
1813- 04181009	HEALTH INSURANCE MATCHING	\$0.00	\$0.00	\$13,672.38	\$125,167.96	\$109,390.08	\$15,777.88	7.566	69.265	30.735
1813- 04181010	WORKERS COMPENSATION	\$0.00	\$8,552.52	\$0.00	\$25,678.07	\$25,678.07	\$0.00	0.000	75.015	24.985
1813- 04181016	LIFE INSURANCE	\$0.00	\$702.11	\$190.86	\$1,820.24	\$1,152.00	(\$668.24)	10.294	98.173	1.827
Group Totals:		\$0.00	\$875,867.80	\$142,420.93	\$1,352,728.57	\$1,357,495.17	\$4,766.60	6.377	60.569	39.431

Group: 04182000 - 04182999	SUPPLIES	MTD Expenditures	YTD Expenditures	Original Budget	Balance	MTD % Used	YTD % Used	% Left
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1813- 04182001	GENERAL SUPPLIES	\$0.00	\$19,960.16	\$2,512.77	\$16,766.01	\$32,750.00	\$15,983.99	4.767	31.808	68.192
1813- 04182002	SMALL EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000	0.000	100.000
1813- 04182003	JANITORIAL SUPPLIES	\$0.00	\$8,342.13	\$1,938.62	\$47,294.62	\$13,687.50	(\$33,607.12)	8.800	0.000	0.000
1813- 04182004	MEDICINE AND DRUGS	\$0.00	\$0.00	\$1,952.19	\$1,952.19	\$52,500.00	\$50,547.81	2.310	2.310	97.690
1813- 04182005	FOOD	\$0.00	\$133,813.23	\$27,793.66	\$308,646.16	\$216,275.00	(\$92,371.16)	7.939	88.162	11.838
1813- 04182006	CLOTHING AND UNIFORM	\$0.00	\$0.00	\$0.00	\$18,822.83	\$26,500.00	\$7,677.17	0.000	43.773	56.227
1813- 04182007	FUEL OIL AND LUBRICANTS	\$0.00	\$6,521.44	\$665.27	\$10,878.70	\$10,687.50	(\$191.20)	3.866	63.215	36.785
1813- 04182008	TIRES AND TUBES	\$0.00	\$0.00	\$0.00	\$704.00	\$375.00	(\$329.00)	0.000	0.000	0.000
1813- 04182020	BUILDING MATERIALS AND SUPPLIES	\$0.00	\$25,597.76	\$0.00	\$0.00	\$42,000.00	\$42,000.00	0.000	0.000	100.000
1813- 04182021	PAINT AND METALS	\$0.00	\$0.00	\$0.00	\$629.52	\$0.00	(\$629.52)	0.000	0.000	100.000
1813- 04182023	PARTS AND REPAIRS	\$0.00	\$18,284.11	\$7,458.48	\$35,406.93	\$30,000.00	(\$5,406.93)	15.447	73.330	26.670
1813- 04182024	MAINTENANCE AND SERVICE	\$0.00	\$15,846.23	\$924.52	\$58,315.66	\$26,000.00	(\$32,315.66)	2.209	0.000	0.000
1813- 04182032	SERVICE CENTER	\$0.00	\$0.00	\$0.00	\$0.00	\$41,846.23	(\$16,469.43)	0.000	0.000	0.000
Group Totals:		\$0.00	\$277,091.78	\$43,245.51	\$499,416.62	\$450,775.00	(\$48,641.62)	5.941	68.614	31.386

Group: 04183000 - 04183999 OTHER SERVICES & CHARGES

**Jefferson
2020 Budget Detail Report**

Month: 9 Date Range: 09/01/2020 - 09/30/2020 Fund: 1813 - 1813 Dept: 418 - 418 Item: 00 - 9999

Line Item	Description	Month to Date		Year to Date		MTD Expenditures Adj MTD Expend.	YTD Expenditures Adj YTD Expend	Original Budget Adj. Budget	Actual Balance	MTD % Used	YTD % Used	% Left
		Transfers Appropriations	Transfers Appropriations	Transfers Appropriations	Transfers Appropriations							
Fund: 1813 JEFF CO ADULT JAIL FUND OTHER SERVICES & CHARGES Office: 0418 JEFF CO ADULT JAIL FUND												
1813- 04183001	ACCOUNTING AND AUDITING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$95.21	\$0.00	(\$95.21)	0.000	0.000	100.000
1813- 04183003	COMPUTER SERVICE	\$0.00	\$0.00	\$470.26	\$4,434.70	\$9,000.00	\$14,485.23	\$4,565.30	\$10,050.53	3.246	30.615	69.385
1813- 04183005	SPECIAL LEGAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000	0.000	100.000
1813- 04183006	MEDICAL DENTAL AND HOSPITAL	\$0.00	\$0.00	\$2,567.64	\$76,867.96	\$28,000.00	\$45,065.17	(\$48,867.96)	(\$31,802.79)	5.698	0.000	0.000
1813- 04183020	TELEPHONE AND FAX	\$0.00	\$0.00	\$342.37	\$5,695.16	\$26,625.00	\$42,852.15	\$20,929.84	\$37,156.99	0.799	13.290	86.710
1813- 04183021	POSTAGE	\$0.00	\$0.00	\$0.00	\$520.33	\$50.00	\$203.81	(\$470.33)	(\$316.52)	0.000	0.000	0.000
1813- 04183023	INTERNET CONNECTION	\$0.00	\$0.00	\$322.96	\$2,665.35	\$1,250.00	\$2,011.84	(\$1,415.35)	(\$653.51)	16.053	0.000	0.000
1813- 04183030	TRAVEL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000	0.000	100.000
1813- 04183040	ADVERTISING AND PUBLICATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000	0.000	100.000
1813- 04183060	ELECTRICITY (UTILITY)	\$0.00	\$0.00	\$11,212.29	\$64,862.09	\$57,500.00	\$92,421.21	(\$7,362.09)	\$27,559.12	12.132	70.181	29.819
1813- 04183061	GAS (UTILITY)	\$0.00	\$0.00	\$34,921.21	\$0.00	\$15,500.00	\$15,500.00	(\$17,460.13)	(\$8,013.34)	7.063	0.000	0.000
1813- 04183062	WATER (UTILITY)	\$0.00	\$0.00	\$0.00	\$1,761.88	\$32,960.13	\$24,946.79	(\$40,597.91)	(\$24,751.68)	0.000	0.000	0.000
1813- 04183063	WASTE DISPOSAL (UTILITY)	\$0.00	\$0.00	\$0.00	\$0.00	\$66,597.91	\$41,846.23	(\$24,751.68)	(\$8,097.57)	0.000	90.882	9.118
1813- 04183070	LAND AND BUILDING (RENT)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000	0.000	100.000
1813- 04183073	MACHINERY AND EQUIPMENT (LEASE)	\$0.00	\$0.00	\$0.00	\$78.57	\$0.00	\$0.00	(\$78.57)	\$95.00	0.000	0.000	100.000
1813- 04183090	DUES AND MEMBERSHIP	\$0.00	\$0.00	\$0.00	\$0.00	\$30.00	\$201.18	\$171.18	(\$883.41)	0.000	0.000	100.000
1813- 04183093	MISCELLANEOUS LAW ENFORCEMENT	\$0.00	\$0.00	\$575.63	\$883.41	\$0.00	\$0.00	\$646.47	\$2,322.51	0.000	47.526	52.474
1813- 04183094	MEALS AND LODGING	\$0.00	\$0.00	\$0.00	\$0.00	\$2,103.53	\$4,426.04	\$2,322.51	(\$12,429.71)	0.000	0.000	100.000
1813- 04183100	OTHER MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$12,429.71	\$0.00	\$600.00	\$965.68	0.000	0.000	100.000
1813- 04183101	TRAINING AND EDUCATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$600.00	\$965.68	(\$1,105.63)	0.000	0.000	100.000
1813- 04183102	COMPUTER SOFTWARE, SUPPORT AND MA	\$0.00	\$0.00	\$0.00	\$0.00	\$1,105.63	\$0.00	\$17.50	\$28.20	0.000	0.000	100.000
1813- 04183113	LICENSES ANF RENEWALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000	0.000	100.000
1813- 04183114	SPECIAL PROJECTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000	0.000	100.000
Group Totals:		\$0.00	\$0.00	\$17,253.03	\$296,927.26	\$184,917.50	\$297,619.26	(\$112,009.76)	\$692.00	5.797	99.767	0.233
OTHER SERVICES & CHARGES		\$0.00	\$0.00	\$112,701.76	\$17,253.03	\$296,927.26	\$184,917.50	(\$112,009.76)	\$692.00	5.797	99.767	0.233

Month: 9

Date Range: 09/01/2020 - 09/30/2020

Fund: 1813 - 1813

Dept: 418 - 418

Item: 00 - 9999

**Jefferson
2020 Budget Detail Report**

Line Item	Description	Month to Date		Year to Date		MTD Expenditures Adj MTD Expend.	YTD Expenditures Adj YTD Expend	Original Budget Adj. Budget	Actual Balance	Balance	MTD % Used	YTD % Used	% Left
		Transfers Appropriations	Transfers Appropriations	Transfers Appropriations	Transfers Appropriations								
Fund: 1813	JEFF CO ADULT JAIL FUND												
1813	0418 Office Totals:	\$0.00	\$0.00	\$0.00	\$0.00	\$202,919.47	\$2,149,072.45	\$1,993,187.67	\$1,109,776.56	(\$155,884.78)	6.227	65.946	34.054
	JEFF CO ADULT JAIL FUND	\$0.00	\$0.00	\$1,265,661.34	\$0.00	\$202,919.47	\$2,149,072.45	\$3,258,849.01	\$1,109,776.56	(\$155,884.78)	6.227	65.946	34.054
1813	Fund Totals:	\$0.00	\$0.00	\$1,265,661.34	\$0.00	\$202,919.47	\$2,149,072.45	\$3,258,849.01	\$1,109,776.56	(\$155,884.78)	6.227	65.946	34.054
	JEFF CO ADULT JAIL FUND	\$0.00	\$0.00	\$1,265,661.34	\$0.00	\$202,919.47	\$2,149,072.45	\$3,258,849.01	\$1,109,776.56	(\$155,884.78)	6.227	65.946	34.054
	Grand Totals:	\$0.00	\$0.00	\$1,265,661.34	\$0.00	\$202,919.47	\$2,149,072.45	\$3,258,849.01	\$1,109,776.56	(\$155,884.78)	6.227	65.946	34.054

Jefferson
2020 Budget Detail Report

Month: 9

Date Range: 09/01/2020 - 09/30/2020

Fund: 1803 - 1803

Dept: 418 - 418

Item: 00 - 9999

Line Item	Description	Month to Date Transfers	Year to Date Transfers	MTD Expenditures	YTD Expenditures	Original Budget	Balance	MTD % Used	YTD % Used	% Left
Fund: 1803 JUVENILE JUSTICE CENTER PERSONAL SERVICES Group: 04180100 - 04181999 PERSONAL SERVICES Office: 0418 JUVENILE JUSTICE CENTER										
1803-04181001	SALARIES (FULL TIME)	\$0.00	\$0.00	\$51,875.18	\$522,579.34	\$471,040.03	(\$51,539.31)	9.061	91.276	8.724
1803-04181002	SALARIES (PART TIME)	\$0.00	\$101,489.06	\$1,637.25	\$7,751.25	\$13,289.00	\$49,949.75	10.136	47.989	52.011
1803-04181006	SOCIAL SECURITY MATCHING	\$0.00	\$0.00	\$3,553.76	\$32,933.29	\$37,051.00	\$4,117.71	7.891	73.130	26.870
1803-04181007	RETIREMENT MATCHING	\$0.00	\$0.00	\$6,833.55	\$65,228.39	\$72,163.33	\$6,934.94	7.791	74.367	25.633
1803-04181009	HEALTH INSURANCE MATCHING	\$0.00	\$0.00	\$5,828.88	\$58,838.27	\$69,241.44	\$10,403.17	6.926	69.912	30.088
1803-04181010	WORKERS' COMPENSATION	\$0.00	\$0.00	\$6,406.80	\$18,625.91	\$12,522.43	\$6,103.48	34.397	100.000	0.000
1803-04181016	LIFE INSURANCE	\$0.00	\$0.00	\$93.89	\$894.83	\$1,113.60	\$218.77	6.937	66.111	33.889
Group Totals:		\$0.00	\$149,145.29	\$76,229.31	\$706,851.28	\$676,420.83	(\$30,430.45)	9.234	85.620	14.380
PERSONAL SERVICES Group: 04182000 - 04182999 SUPPLIES										
1803-04182001	GENERAL SUPPLIES	\$0.00	\$0.00	\$425.54	\$2,570.78	\$5,568.27	\$2,997.49	6.288	37.984	62.016
1803-04182003	JANITORIAL SUPPLIES	\$0.00	\$0.00	\$1,539.20	\$16,674.22	\$12,500.00	(\$4,174.22)	10.131	0.000	0.000
1803-04182004	MEDICINE AND DRUGS	\$0.00	\$0.00	\$498.90	\$4,765.37	\$5,000.00	\$234.63	8.209	78.413	21.587
1803-04182005	FOOD	\$0.00	\$0.00	\$10,804.11	\$102,619.41	\$118,789.66	\$16,170.25	7.483	71.074	28.926
1803-04182006	CLOTHING AND UNIFORM	\$0.00	\$0.00	\$236.48	\$5,536.68	\$7,500.00	\$1,963.32	2.594	60.736	39.264
1803-04182007	FUEL OIL AND LUBRICANTS	\$0.00	\$0.00	\$383.54	\$2,757.02	\$3,387.36	\$630.34	9.316	66.964	33.036
1803-04182008	TIRES AND TUBES	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$300.00	0.000	0.000	100.000
1803-04182020	BUILDING MATERIALS AND SUPPLIES	\$0.00	\$0.00	\$770.07	\$29,150.83	\$23,201.11	(\$5,949.72)	2.731	0.000	0.000
1803-04182023	PARTS AND REPAIRS	\$0.00	\$0.00	\$0.00	\$467.87	\$3,248.16	\$2,780.29	0.000	11.851	88.149
1803-04182024	MAINTANCE AND SERVICE CONTRACT	\$0.00	\$0.00	\$137.50	\$2,542.47	\$928.05	(\$1,614.42)	12.190	0.000	0.000
Group Totals:		\$0.00	\$0.00	\$14,795.34	\$167,084.65	\$180,422.61	\$13,337.96	6.747	76.191	23.809
OTHER SERVICES & CHARGES Group: 04183000 - 04183999										
1803-04183003	COMPUTER SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.000	0.000	100.000
1803-04183006	MEDICAL DENTAL AND HOSPITAL	\$0.00	\$0.00	\$0.00	\$0.00	\$3,750.00	\$3,750.00	0.000	0.000	100.000
1803-04183009	OTHER PROFESSIONAL SERVICES	\$0.00	\$0.00	\$0.00	\$4,725.00	\$1,000.00	(\$3,725.00)	0.000	0.000	0.000
Group Totals:		\$0.00	\$0.00	\$0.00	\$4,725.00	\$1,000.00	(\$3,725.00)	0.000	0.000	0.000

Jefferson
2020 Budget Detail Report

Month: 9 Date Range: 09/01/2020 - 09/30/2020 Fund: 1803 - 1803 Dept: 418 - 418 Item: 00 - 9999

Line Item	Description	Month to Date Transfers	Year to Date Transfers	MTD Expenditures	YTD Expenditures	Original Budget	Balance	MTD % Used	YTD % Used	% Left
		Appropriations	Appropriations	Adj MTD Expend.	Adj YTD Expend	Adj. Budget	Actual Balance			
Fund: 1803	JUVENILE JUSTICE CENTER									
	OTHER SERVICES & CHARGES									
Group: 04183000 - 04183999										
1803- 04183020	TELEPHONE AND FAX	\$0.00	\$0.00	\$199.23	\$1,310.55	\$8,250.00	(\$3,060.55)	1.987	0.000	0.000
1803- 04183022	CELL PHONE AND PAGERS	\$0.00	\$1,777.52	\$0.00	\$20.22	\$10,027.52	(\$1,283.03)			
1803- 04183023	INTERNET CONNECTION	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	(\$20.22)	0.000	0.000	100.000
1803- 04183030	TRAVEL	\$0.00	\$107.73	\$0.00	\$0.00	\$607.73	\$500.00	0.000	0.000	100.000
1803- 04183040	ADVERTISING AND PUBLICATIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$607.73	0.000	0.000	100.000
1803- 04183050	OFFICAL AND DEPUTY BOND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000	0.000	100.000
1803- 04183052	FIRE AND EXTENDED COVERAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$9,500.00	\$0.00	0.000	0.000	100.000
1803- 04183060	ELECTRICITY (UTILITY)	\$0.00	\$2,046.84	\$0.00	\$0.00	\$11,546.84	\$11,546.84	0.000	0.000	100.000
1803- 04183061	GAS (UTILITY)	\$0.00	\$5,398.76	\$5,233.23	\$31,735.03	\$25,057.20	(\$6,677.83)	17.183	0.000	0.000
1803- 04183062	WATER (UTILITY)	\$0.00	\$999.77	\$289.76	\$6,586.34	\$4,640.22	(\$1,279.07)	5.138	0.000	0.000
1803- 04183063	WASTE DISPOSAL (UTILITY)	\$0.00	\$869.80	\$0.00	\$3,355.30	\$5,639.99	(\$1,946.35)			
1803- 04183080	PUBLIC RECORDS	\$0.00	\$0.00	\$0.00	\$0.00	\$4,036.99	\$681.69	0.000	0.000	100.000
1803- 04183090	DUES AND MEMBERSHIP	\$0.00	\$59.99	\$0.00	\$0.00	\$338.41	\$338.41	0.000	0.000	100.000
1803- 04183100	OTHER MISCELLANEOUS	\$0.00	\$0.00	\$238.00	\$1,959.34	\$750.00	(\$1,209.34)	0.000	0.000	100.000
1803- 04183101	TRAINING AND EDUCATION	\$0.00	\$25.00	\$0.00	\$0.00	\$911.59	(\$1,047.75)	26.108	0.000	0.000
1803- 04183113	LICENSES & RENEWAL	\$0.00	\$0.00	\$0.00	\$0.00	\$116.01	\$116.01	0.000	0.000	100.000
1803- 04183114	SPECIAL PROJECTS	\$0.00	\$0.00	\$0.00	\$0.00	\$141.01	\$141.01	0.000	0.000	100.000
	Group Totals:	\$0.00	\$0.00	\$5,960.22	\$59,691.78	\$61,878.84	\$2,187.06	0.000	0.000	100.000
1803- 0418	Office Totals:	\$0.00	\$13,332.26	\$96,984.87	\$933,627.71	\$75,211.10	\$15,519.32	7.925	79.366	20.634
1803	Fund Totals:	\$0.00	\$201,350.95	\$96,984.87	\$933,627.71	\$1,120,073.23	(\$14,905.43)	8.659	83.354	16.646
1803	Fund Totals:	\$0.00	\$201,350.95	\$96,984.87	\$933,627.71	\$1,120,073.23	(\$14,905.43)	8.659	83.354	16.646
	Grand Totals:	\$0.00	\$0.00	\$96,984.87	\$933,627.71	\$918,722.28	(\$14,905.43)	8.659	83.354	16.646
		\$0.00	\$201,350.95	\$96,984.87	\$933,627.71	\$1,120,073.23	\$186,445.52	8.659	83.354	16.646

1803-0418 JUVENILE JUSTICE CENTER			as of 9/23/2020		PROJECTED	Oct-20	~ NEW ~
	BUDGET	EXPENDED	BALANCE	12/31/2020	BALANCE	MEETING	PROJECTED
						TRANSFER	12/31/2020
							BALANCE
1000 GROUP -PERSONAL SERVICES	825,566.12	706,851.28	118,714.84	(143,376.08)	143,376.08	-	-
2000 GROUP - SUPPLIES	219,296.01	167,084.65	52,211.36	(14,243.83)	14,250.00	6.17	6.17
3000 GROUP - SERVICES	75,211.10	59,691.78	15,519.32	(6,613.59)	6,613.59	-	-
GRAND TOTAL	1,120,073.23	933,627.71	186,445.52	(164,233.50)	164,239.67	6.17	6.17

1813-0418 JAIL			as of 9/23/2020		PROJECTED	Oct-20	~ NEW ~
	BUDGET	EXPENDED	BALANCE	12/31/2020	BALANCE	MEETING	PROJECTED
						TRANSFER	12/31/2020
							BALANCE
1000 GROUP -PERSONAL SERVICES	2,233,362.97	1,352,728.57	880,634.40	374,652.50	(270,356.19)	104,296.31	104,296.31
2000 GROUP - SUPPLIES	727,866.78	499,416.62	228,450.16	29,761.36	(25,000.00)	4,761.36	4,761.36
3000 GROUP - SERVICES	297,619.26	296,927.26	692.00	(130,464.94)	130,464.94	-	-
GRAND TOTAL	3,258,849.01	2,149,072.45	1,109,776.56	273,948.92	(164,891.25)	109,057.67	109,057.67

State of Arkansas
County of Jefferson
Quorum Court

APPROPRIATION ORDINANCE NO. _____

AN APPROPRIATION ORDINANCE TO APPROVE PROPERTY TRANSFER FROM
JEFFERSON COUNTY SHERIFF'S OFFICE TO THE CITY OF GOULD POLICE
DEPARTMENT

BE IT ENACTED THE QUORUM COURT OF THE COUNTY OF JEFFERSON, STATE
OF ARKANSAS

Article I. To transfer ownership of the property listed in attachments to the City of Gould for zero (0.00) dollars, to include a bill of sale of sale stating such, and the transfer of relative Titles to the City of Gould Police Department.

Article II. Pursuant to subsection (b) A.C.A. 14-16-116, the exchange or transfer shall be authorized by ordinance in accordance to procedures confirmed by the Quorum Court confirmed by (2/3) vote.

Article III. That this Appropriation Ordinance shall be in full force and effect from and after its passage and approval.

AN APPROPRIATION ORDINANCE TO APPROVE
PROPERTY TRANSFER FROM JEFFERSON COUNTY
SHERIFF'S OFFICE TO THE CITY OF GOULD POLICE
DEPARTMENT

BY: _____

Jimmy Fisher, Sr.

JUSTICE OF THE PEACE

JEFFERSON COUNTY, ARKANSAS

APPROVED: _____

GERALD ROBINSON

JEFFERSON COUNTY JUDGE

JEFFERSON COUNTY, ARKANSAS

DATE _____

Attachments – 4 pages

APPROVED BY: _____

TERRY WYNNE

COUNTY ATTORNEY

JEFFERSON COUNTY, ARKANSAS

ATTEST: _____

SHAWNDRAG TAGGART

JEFFERSON COUNTY CLERK

JEFFERSON COUNTY, ARKANSAS

DATE _____



LAFAYETTE WOODS, JR.

SHERIFF OF JEFFERSON COUNTY

P.O. Box 7837

PINE BLUFF, ARKANSAS 71611



CHIEF DEPUTY, Stanley James
OPERATIONS COMMANDER, Major Gary McClain
JAIL ADMINISTRATOR, Joseph Gorman
ASST. JAIL ADMINISTRATOR, Joshua Skillen

ADMINISTRATIVE OFFICE: 870-541-5351 • FAX 870-541-5348
INVESTIGATIONS: 870-541-5496 • FAX 870-541-5499
PATROL: 870-541-5376 • FAX 870-541-5379
WARRANTS/CIVIL PROCESS: 870-541-5349
DUB BRASSELL DETENTION CENTER: 870-541-4620 • FAX 870-541-1925
JACK JONES JUVENILE JUSTICE CENTER: 870-541-8502 • FAX 870-541-0307
Website: www.jeffcoso.org

September 14, 2020

Via Electronic Mail

countyjudge@jeffersoncountyar.gov

grobinson@jeffersoncountyar.gov

Office of the County Judge
c/o The Honorable Gerald Robinson
Jefferson County Judge
101 E. Barraque, Suite 107
Pine Bluff, AR, 71601

RE: Arkansas Code Annotated §14-16-116. Property Exchange or Transfer by Counties

Dear Judge Robinson,

The purpose of this correspondence is forwarded with the intent to inform your office of the Jefferson County Sheriff's Office desire to transfer the attached list of property pursuant to Arkansas Code Annotated §14-16-116. Property Exchange or Transfer by Counties. The property listed is deemed of no value at this time to the Jefferson County Sheriff's Office.

The listed property is requested to be transferred to the City of Gould Police Department in Lincoln County Arkansas. It is my understanding that former County Judge Hank Wilkins was petitioned with this request and verbally approved in 2018. However, the transfer was not officially ratified as required by A.C.A. §14-16-116 and/or there seems to be no documented record of making the transfer official by ordinance of the Quorum Court. A copy of the applicable Arkansas code is enclosed for your review.

Pursuant to the subsection (b) of the aforementioned Arkansas Code, the exchange or transfer (as in this case) shall be authorized by ordinance in accordance to procedures confirmed by the Quorum Court confirmed by a two-thirds (2/3) vote. Furthermore, the ordinance shall be filed with the County Clerk and include a copy of the bill of sale setting forth the terms and conditions of transfer.

It is our request to place on the agenda of the next meeting of the Quorum Court in October an ordinance to accomplish the transfer ownership of the property listed to the City of Gould for zero (\$0.00) dollars, to include a bill of sale stating such, and the transfer of relative Titles to the City of Gould Police Department.

Sincerely,

A handwritten signature in cursive script, appearing to read "Gary McClain".

Gary McClain
Major – Operations Commander

GM/gm

Enclosures: A.C.A. §14-16-116
Property List

CC: Sheriff Woods
Chief Deputy James

2019 Arkansas Code

Title 14 - Local Government

Subtitle 2 - County Government

Chapter 16 - Powers of Counties Generally

Subchapter 1 - General Provisions

§ 14-16-116. Property Exchange or Transfer by Counties

Universal Citation: [AR Code § 14-16-116 \(2019\)](#)

(a) A county may:

(1) Exchange or transfer properties, real or personal, with other counties, municipalities, community colleges, or institutions of higher education; and

(2) Exchange real property with individuals or nonprofit corporations when in the best interest of the county.

(b)

(1) An exchange or transfer under this section shall be:

(A) Authorized, approved, or confirmed by ordinance of the quorum court; and

(B) Accomplished in accordance with procedures prescribed or confirmed by the quorum court.

(2) An ordinance adopted by the quorum court under this section shall be:

(A) Confirmed by a two-thirds (2/3) vote of the quorum court; and

(B) Filed with the county clerk and include a copy of the bill of sale setting forth the terms and conditions of the sale, transfer, deed, or conveyance.

(c) An agreement for service, legal tender, or other consideration may be accepted in exchange for real or personal property under this section.

(d) A transfer made under this section is exempt from §§ 14-16-105 and 14-16-106, § 14-22-101 et seq., and the Arkansas Procurement Law, § 19-11-201 et seq.

PROPERTY LIST

ITEM #	DESCRIPTION	SERIAL #
1	2013 Dodge Charger	2C3CDXAT2DH462907
2	2012 Dodge Charger	2C3CDXATXCH201007

State of Arkansas
County of Jefferson
Quorum Court

APPROPRIATION ORDINANCE NO. _____

AN APPROPRIATION ORDINANCE TO PROVIDE A REIMBURSEMENT TO FUND 1000
COUNTY GENERAL – PROSECUTOR

BE IT ENACTED THE QUORUM COURT OF THE COUNTY OF JEFFERSON, STATE
OF ARKANSAS

Article I. The County Judge is hereby authorized to approve a reimbursement in
the amount of \$262.31 to line 1000-416-2001 as detailed in attachments hereto.

Article II. The County Judge is hereby authorized to approve distribution to the
appropriation as set forth in Article I.

Article III. That this Appropriation Ordinance shall be in full force and effect from
and after its passage and approval.

AN APPROPRIATION ORDINANCE TO PROVIDE
A REIMBURSEMENT TO FUND 1000 COUNTY
GENERAL – PROSECUTOR

BY:

PATRICIA JOHNSON
JUSTICE OF THE PEACE
JEFFERSON COUNTY, ARKANSAS

APPROVED:

GERALD ROBINSON
JEFFERSON COUNTY JUDGE
JEFFERSON COUNTY, ARKANSAS

Date _____

Attachments – 6 pages

APPROVED BY:

TERRY WYNNE
COUNTY ATTORNEY
JEFFERSON COUNTY, ARKANSAS

ATTEST:

SHAWNDRAG TAGGART
JEFFERSON COUNTY CLERK
JEFFERSON COUNTY, ARKANSAS

Date _____



STATE OF ARKANSAS
OFFICE OF THE
PROSECUTING ATTORNEY

S. KYLE HUNTER
PROSECUTING ATTORNEY
ELEVENTH JUDICIAL DISTRICT, WEST
JEFFERSON & LINCOLN
COUNTIES

JEFFERSON COUNTY COURTHOUSE
101 WEST BARRAQUE
P.O. BOX 9090
PINE BLUFF, ARKANSAS 71611-9090
PHONE (870) 541-5387
FAX (870) 536-3613

County Judge Gerald Robinson
Jefferson County Courthouse
Pine Bluff, AR 71601

RE: Reimbursement

Dear Judge:

I would like to add the following request to the next Quorum Court Agenda.

Attached please find a September 1, 2020 letter which indicates the overpayment checks received from Quill and Office Depot. Also attached, please find a copy of the Jefferson County Treasurer's Receipts for said checks.

I would like to request that the amount of both checks (\$262.31) be placed back into the original line item 1000-416-2001.

Please call me if you have any questions:

Sincerely,

A handwritten signature in blue ink that reads "Dina Holleman".

Dina Holleman
Office Manager

Cc: Shawndra Taggart, County Clerk, via hand delivery



STATE OF ARKANSAS
OFFICE OF THE
PROSECUTING ATTORNEY

S. KYLE HUNTER
PROSECUTING ATTORNEY
ELEVENTH JUDICIAL DISTRICT, WEST
JEFFERSON & LINCOLN
COUNTIES

JEFFERSON COUNTY COURTHOUSE
101 WEST BARRAQUE
P.O. BOX 9090
PINE BLUFF, ARKANSAS 71611-9090
PHONE (870) 541-5387
FAX (870) 536-3613

September 1, 2020

County Treasurer's Office

VIA HAND DELIVERY

Dear Treasurer:

Attached please find an Office Depot check numbered 3273692 in the amount of \$230.98 and a Quill check numbered 2396842 in the amount of \$31.33. These checks appear to an overpayment for items received. Please apply these checks back into line item 1000-416-2001.

If you have any questions, please do not hesitate to contact me. Thank you for your time in advance.

Sincerely,

A handwritten signature in cursive script that reads "Dina Holleman".

Dina Holleman
Office Administrator
Prosecuting Attorney



100 SCHELTER ROAD
 LINCOLNSHIRE, IL 60069
 (800) 634-1172

Account No.	Date	Check No.
8208275	05/20/20	2396842

Dear Accounts Payable:

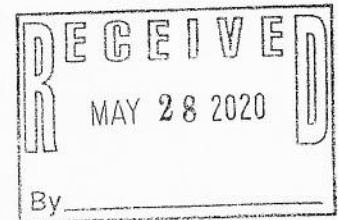
Please accept the enclosed refund check from Quill Corporation which was processed by our AR Department due to a credit on your account.

Refunds are typically a result of:

1. A duplicate or overpayment of one or more invoices.
2. There are no delinquent or past due invoices to offset the payment or credit memo.

Should you have any questions regarding this refund, please direct your inquiry to our AR Department by calling 1-800-634-1172 or you may email accountsreceivable@quill.com. Please reference your account number, check refund number and amount of your refund when contacting us.

Thank you for being a Quill Valued Customer!



100 SCHELTER ROAD
 LINCOLNSHIRE, IL 60069
 (800) 634-1172

JPMorgan Chase Bank, N.A.
 Chicago, IL

Account No.	Date	Check Number
8208275	05/20/20	2396842

2-1
710

Check Amount
\$31.33

THIRTY-ONE AND 33/100 ***** DOLLARS

PAY
 TO THE
 ORDER OF

JEFF COUNTY PA

101 WEST BARRAQUE #201
 PINE BLUFF AR 71601

Janis Pina

AUTHORIZED SIGNATURE

CM

IF THE BACK OF THIS CHECK CONTAINS A SECURITY MARK, DO NOT ACCEPT WITHOUT PROPER FINANCIAL ASSISTANCE TO VERIFY SECURITY MARK.

Office DEPOT

508929

6600 North Military Trail
Boca Raton, FL 33496

Wells Fargo Bank, N.A.

64-975
612

NO. 3273692

Date 08/26/2020
MM/DD/YYYY

Amount

\$ *****230.98

US DOLLARS

Void if not cashed
within six months

PAY TWO HUNDRED THIRTY AND 98/100 DOLLARS

TO THE
ORDER
OF

JEFFERSON COUNTY PROSECUTING
101 E BARRAQUE ST STE 201
PINE BLUFF, AR 716014301



Authorized Signature

⑈ 3 2 7 3 6 9 2 ⑈ ⑆ 0 6 1 2 0 9 7 5 6 ⑆ 2 0 7 9 9 0 0 5 8 1 8 5 2 ⑈

THE ORIGINAL DOCUMENT HAS A REFLECTIVE WATERMARK ON THE BACK. DO NOT CASH IF SECURITY FEATURES NOTED ON BACK ARE NOT PRESENT.

US EXPENSE

6600 North Military Trail
Boca Raton, FL 33496

Check Payment NBR: 3273692

Date: 08/26/2020

Invoice Number	Description	Date	Voucher ID	Gross Amount	Discount	Paid Amount
AR452023710001	REF CUST#48742999/07142842	08/23/20		230.98	0.00	230.98
Total				230.98	0.00	230.98

All correspondence should include Invoice #

Jefferson County Treasurer's Receipt

Receipt Number : 716.0000 Bank : 5003 - 5003 - Relyance Bank @ .8% Date : 9/8/2020
 Received From : Office Depot
 The Amount Of : Two Hundred Thirty Dollars and Ninety Eight Cents Only
 For : Refund to Pros. Atty.

Vonysha Goodwin
Treasurer

Receipt Total : \$230.98 Check/DD : \$230.98
 Check #: 3273692 Cash : \$0.00
 Com : \$0.00

Vonysha Goodwin

By K R T

Fund	Description	Code	Description	Amount	Com
1000	* County General Fund	8754	Reimb-Credit Balance/Overpayment	\$230.98	\$0.00
Account(s) Total				\$230.98	\$0.00

Jefferson County Treasurer's Receipt

Receipt Number : 701.0000 Bank : 5003 - 5003 - Relyance Bank @ .8% Date : 9/2/2020

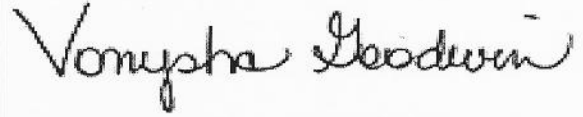
Received From : Quill.com

The Amount Of : Thirty One Dollars and Thirty Three Cents Only

For : Reimbursement

Vonysha Goodwin
Treasurer

Receipt Total : \$31.33 Check/DD : \$31.33
Check #: 2396842 Cash : \$0.00
Com : \$0.00



By K R T

Fund	Description	Code	Description	Amount	Com
1000	* County General Fund	8754	Reimb-Credit Balance/Overpayment	\$31.33	\$0.00
Account(s) Total				\$31.33	\$0.00

THE OFFICE OF
JEFFERSON COUNTY ASSESSOR

YVONNE HUMPHREY

September 14, 2020

The Honorable Gerald Robinson
Jefferson County Judge
101 West Barraque St
Pine Bluff, AR 71601

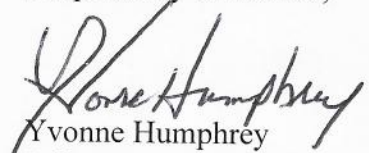
Dear Judge,

This is a request to place on the Quorum Court agenda for the October meeting:

Due to the resignation of an employee in the Personal Property, I am requesting permission to fill the vacant slot.

If you have any questions or need further assistance, you may contact our office at 870-541-5338.

Respectfully submitted,


Yvonne Humphrey
Jefferson County Assessor

PHONE (870) 541-5334
FAX (870) 541-5335

101 WEST BARRAQUE ST

P. O. BOX 6087
PINE BLUFF, AR 71611-6087



Alex Guynn
Circuit Judge
Eleventh Judicial District (West)-First Division

Jerrie Dean
Trial Court Assistant

Lajuana Grady
Official Court Reporter

Jefferson County Courthouse, Suite 211
Pine Bluff, Arkansas 71601
Phone: (870) 541-5368/ Drug Court (870)-541-4614
Fax: (870) 541-5370

Counties:

Jefferson / Lincoln

Dorothy Jones
Bailiff

Crystal Gonder
Drug Court Coordinator

September 18, 2020

Honorable Gerald Robinson, County Judge, and
Justice Ted Hardin, Finance Chairman
Quorum Court Jefferson County
Courthouse
Pine Bluff, AR 71601

RE: REQUEST TO REINSTATE PART-TIME POSITION

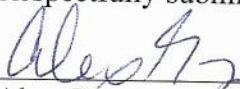
Dear Judge Robinson, Justice Hardin and all Quorum Court Members,

I humbly request that you reinstate my part-time position. My office currently is in critical need of continuing to fill our part-time slot. The First Division Circuit Court has filled that position for over twenty years. Our part-timer fills the position as an Administrative Assistant. They assist with answering the phone, data entry, creating dockets, assisting in the courtroom as well as many other tasks.

This Court is requesting that the salary amount of \$10,322.06 be moved from the full-time salary slot to the part-time salary slot.

Due to the substantial amount of criminal cases, and the fact that we have maintained the integrity of that position for several years, we are in dire need of our part-time position. Please consider our situation as special circumstances and allow our part-time position to be filled.

Respectfully submitted,



Alex Guynn
Circuit Court Judge

AG/jd

cc: all Quorum Court Members

Jefferson County Ordinance NO. 2020- _____

Be it Ordained By the Quorum Court Jefferson County, State of Arkansas:

An Ordinance to Establish a Sub-Fund of County General to be Called the Coronavirus Relief Fund and to Declare an Emergency.

Article 1. Affirmation. It comes before this Court that there is a need to establish a fund on the books of the county as a sub fund of the County General Fund [# 1000] to track the revenues, expenditures and/or appropriated transfers of federal assistance through the CARES Act as received by the county from the State of Arkansas. This Court recognizes and affirms the need for such a fund to properly account for and control all such revenues received and expenditures made in compliance with all applicable laws.

Article 2. Establishment of Fund. There is hereby created on the books of the Jefferson County Treasurer and the books of the Jefferson County Clerk or Comptroller a fund to be known as the Coronavirus Relief Fund with a fund number of 1005 as assigned by Arkansas Legislative Audit. The revenue code for the federal assistance through the CARES Act, as assigned by Legislative Audit, is 7112 — Federal Coronavirus Relief.

Article 3. Operation of Fund. The Coronavirus Relief Fund is subject to all the normal county budgeting, appropriation, and expenditure regulations of Arkansas Code Annotated, Title 14 and the County Financial Management System. As a sub fund of the County General Fund any balance in the fund is considered accruable to County General and is part of the general fund balance in aggregate as defined in A.C.A. 14-1.5-805(3). Any revenue received from the CRF for an approved county project shall be used exclusively for said project. Any revenue received from the CRF to compensate the county for eligible and approved expenditures made by the county due to the public health emergency with respect to COVID-19 is unrestricted county revenue and may be expended for any legal county expense.

Article 4. Emergency Clause. It is found by this Court that the arrival of federal assistance funds from the CARES Act are imminent making it necessary to establish the Coronavirus Relief Fund, a sub fund of County General in order to be able to properly track the revenue, appropriated expenditures and/or appropriated transfers. Therefore, an emergency is declared to exist, and this ordinance shall be in full force and effect from the date of passage and approval.

INTRODUCED BY:

Melanie Dumas
JUSTICE OF THE PEACE
JEFFERSON COUNTY, ARKANSAS

APPROVED:

GERALD ROBINSON
JEFFERSON COUNTY JUDGE
JEFFERSON COUNTY, ARKANSAS
DATE _____

APPROVED BY:

TERRY WYNNE
COUNTY ATTORNEY
JEFFERSON COUNTY, ARKANSAS

ATTEST:

SHAWNDRAGART
JEFFERSON COUNTY CLERK
JEFFERSON COUNTY, ARKANSAS
DATE _____

State of Arkansas
County of Jefferson
Quorum Court

APPROPRIATION ORDINANCE NO _____

AN APPROPRIATION ORDINANCE TO PROVIDE A REIMBURSEMENT TO 1000 STYLED
COUNTY GENERAL – VETERANS SERVICE

BE IT ENACTED THE QUORUM COURT OF THE COUNTY OF JEFFERSON, STATE
OF ARKANSAS

Article I. The County Judge is hereby authorized to approve reimbursement in
the amount of \$287.91 to line item 1000-0800-3100 styled General Supplies as detailed
in attachments hereto.

Article II. The County Judge is hereby authorized to approve distribution to the
appropriation as set forth in Article I.

Article III. That this Appropriation Ordinance shall be in full force and effect from
and after its passage and approval.

AN APPROPRIATION ORDINANCE TO PROVIDE
A REIMBURSEMENT TO 1000 STYLED COUNTY
GENERAL – OEM

BY:

TED HARDEN
JUSTICE OF THE PEACE
JEFFERSON COUNTY, ARKANSAS

APPROVED:

GERALD ROBINSON
JEFFERSON COUNTY JUDGE
JEFFERSON COUNTY, ARKANSAS

Date _____

Attachments – 2 pages

APPROVED BY:

TERRY WYNNE
COUNTY ATTORNEY
JEFFERSON COUNTY, ARKANSAS

ATTEST:

SHAWNDRAG TAGGART
JEFFERSON COUNTY CLERK
JEFFERSON COUNTY, ARKANSAS

Date _____

Veterans Service Office

109 Main Street

Pine Bluff, AR 71601

To: Judge Office/Thaddeus Handley

From: Veteran Service Office

Subject: Agenda

line number 1000-800 for reimbursement in the amount of \$287.91 for telephone bill.

Beatrice Goodloe
Beatrice Goodloe

VSO

404 4th div	19.1	51.04	99.74	176.32	45.57	149.25	541.02	541.02
405 5th div	43.88	90.47	21.07	80.38	89.8	78.02	403.62	403.62
414 6th div	235.58	120.62			87.66	448.61	536.27	536.27
416 PA	563.97	997.8	738.49	1199.58	520.94	1372.24	5393.02	3227.66
419 Coroner	35	57.66	29.15	34.59	12.52	48.55	217.47	217.47
500 OEM	79.5	82.49	80.57	75.54	33.86	316.56	668.52	668.52
800 Veteran	25.28	69.59	24.37	73.69	34.26	60.72	287.91	287.91
400 JCSO	483.66	844.51	759.74				2087.91	2087.91
1813/418 Co Jail	2730.3	2178.23	2664.61				7573.14	4754.04
1809/414 Fins/Tru		100	156.9	356.34	87.66		700.9	700.9
1803/418 JJC	420.6	730.28	514.36				1665.24	1665.24
3401/418 JED	233.19	124.69	73.22				431.1	431.19
3403/501 Mecca	326.39	499.36	372.04	887.58	415.13	742.23	3242.73	2603.75
1819/409 Dist crt	254.41	299.23	339.89	257.7	140.85	289.89	1581.97	1581.97

State of Arkansas
County of Jefferson
Quorum Court

APPROPRIATION ORDINANCE NO. _____

AN APPROPRIATION ORDINANCE TO PROVIDE A SUPPLEMENTAL APPROPRIATION TO
FUND 1000 COUNTY GENERAL – COUNTY CLERK

BE IT ENACTED THE QUORUM COURT OF THE COUNTY OF JEFFERSON, STATE
OF ARKANSAS

Article I. The County Judge is hereby authorized to approve a supplemental
appropriation in the amount of \$3,794.67 as detailed in attachments hereto:

1000-101-1002	\$3,525.00
1000-101-1006	\$269.67

Article II. The County Judge is hereby authorized to approve the distribution to
the appropriation as set forth in Article I.

Article III. That this Appropriation Ordinance shall be in full force and effect from
and after its passage and approval.

AN APPROPRIATION ORDINANCE TO PROVIDE
A SUPPLEMENTAL APPROPRIATION TO FUND
1000 COUNTY GENERAL – COUNTY CLERK

BY: _____

TED HARDEN

JUSTICE OF THE PEACE

JEFFERSON COUNTY, ARKANSAS

APPROVED: _____

GERALD ROBINSON

JEFFERSON COUNTY JUDGE

JEFFERSON COUNTY, ARKANSAS

DATE _____

Attachment – 1 page

APPROVED BY: _____

TERRY WYNNE

COUNTY ATTORNEY

JEFFERSON COUNTY, ARKANSAS

ATTEST: _____

SHAWNDRAG TAGGART

JEFFERSON COUNTY CLERK

JEFFERSON COUNTY, ARKANSAS

DATE _____



Voter Registration
Financial Records

Shawndra Taggart

Jefferson County Clerk
P. O. Box 6317
Pine Bluff, AR 71611
(870) 541-5322
(870) 541-5324 Fax



Marriage License
Probate

September 30, 2020

Jefferson County Judge

Attn: County Judge
Quorum Court Members
101 West Barraque
Pine Bluff, AR 71603

With the overwhelming request for absentee ballots coupled with the uncertainty of early voting and one (1) employee out of office during this time, I am requesting approval to hire three (3) temporary staff members immediately for the 2020 General Election during this pandemic. Ordinance 2020-7 allows for temporary positions supporting the elections division to be filled but funding is needed to accomplish this task. I am requesting a supplemental appropriation in the amount of \$3,794.67 to cover the salaries of those (3) employees during the early voting period. Although there is no guarantee of reimbursement, it should be noted that after the election, reimbursement expenses will be submitted for Federal Election Expenditures via the CARES ACT which could return these funds to the county.

Line 1002	\$3,525.00
Line 1006	\$269.67

As always, do not hesitate to contact me if you have any questions.

Sincerely,

Shawndra Taggart
Jefferson County Clerk

State of Arkansas
County of Jefferson
Quorum Court

APPROPRIATION ORDINANCE NO. _____

AN APPROPRIATION ORDINANCE TO PROVIDE A SUPPLEMENTAL APPROPRIATION TO
FUND 1000 COUNTY GENERAL – COUNTY CLERK GRANT

BE IT ENACTED THE QUORUM COURT OF THE COUNTY OF JEFFERSON, STATE
OF ARKANSAS

Article I. The County Judge is hereby authorized to approve a supplemental appropriation in the amount of \$32,248.59 to 1000-101 as detailed in attachment hereto.

Article II. The County Judge is hereby authorized to approve the distribution to the appropriation as set forth in Article I.

Article III. That this Appropriation Ordinance shall be in full force and effect from and after its passage and approval.

AN APPROPRIATION ORDINANCE TO PROVIDE
A SUPPLEMENTAL APPROPRIATION TO FUND
1000 COUNTY GENERAL – COUNTY CLERK GRANT

BY: _____

TED HARDEN

JUSTICE OF THE PEACE

JEFFERSON COUNTY, ARKANSAS

APPROVED: _____

GERALD ROBINSON

JEFFERSON COUNTY JUDGE

JEFFERSON COUNTY, ARKANSAS

DATE _____

Attachment – 4 pages

APPROVED BY: _____

TERRY WYNNE

COUNTY ATTORNEY

JEFFERSON COUNTY, ARKANSAS

ATTEST: _____

SHAWNDRAGART

JEFFERSON COUNTY CLERK

JEFFERSON COUNTY, ARKANSAS

DATE _____



Voter Registration
 Financial Records
 September 30, 2020

Shawndra Taggart

Jefferson County Clerk
 P. O. Box 6317
 Pine Bluff, AR 71611
 (870) 541-5322
 (870) 541-5324 Fax



Marriage License
 Probate

Jefferson County Judge

Attn: County Judge
 Quorum Court Members
 101 West Barraque
 Pine Bluff, AR 71603

The County Clerk's office has been made aware of a Grant to assist with the General Election 2020. The Center for Tech and Civic Life (CTCL) provide financial resources in the form of 501(c)(3) grants to cities or counties to carry out safe and healthy elections during the COVID-19 pandemic.

This grant requires the County Judge to apply on behalf of Jefferson County to assist with all election related expenses. The County Clerk's office would use the grant for the following expenses if granted:

- Installation of partitions to separate voters and deputy clerks to maintain social distancing
\$7,774.00
- Postage to mail absentee applications and ballots to voters
\$5,000.00
- Deputy Clerks overtime for election work
\$3,941.71
- Early Voting Poll Workers
\$14,265.24
- Wall Mounts for Hand Sanitizers
\$108.14
- Absentee Voter Statements Prints
\$159.50
- Radio Advertising for Absentee and Polling
\$1,000.00

Grand Total: 32,248.59

As always, do not hesitate to contact me if you have any questions.

Sincerely,
Shawndra Taggart

Shawndra Taggart
 Jefferson County Clerk

tiffanylowery@jeffersoncountyar.gov

From: David Couch <arhog@me.com>
Sent: Monday, September 21, 2020 2:30 PM
To: shawndrataggart@jeffersoncountyar.gov
Cc: tiffanylowery@jeffersoncountyar.gov
Subject: Election Grant

Shawndra - See below. Give me a call when you have had an opportunity to review. My cell is 501.353.2822.
Thanks Tiffany!

David A. Couch
Attorney at Law
1501 North University Ave.
Suite 228
Little Rock, AR 72207
501.661.1300

Our friends at The Center for Tech and Civic Life (CTCL) have received a large grant to expand their support of election administrators in 2020.

This will result in an online portal where all election administrators can apply for funding to help cover the cost of executing their municipality's election. As part of this expansion CTCL will **post an open call application on their website and promote this portal to all election administrators, nationwide.** (Your folks should have been sent this link already)

All election administrators will be eligible to receive a grant. In partnership with CTCL, Center for Secure and Modern Elections (CSME) are tasked with leaning on our wonderful instate contacts like yourselves to encourage election administrators to apply for this funding.

Here is the portal link we are encouraging all election administrators to complete soon:

- techandcivicliflife.org/grants.

Even more info on the project below if needed:

Project Background, Talking Points and Q&A - 2020 Cities Project

The Center for Tech and Civic Life (CTCL) has received a large grant to expand their support of election administrators in 2020. This will result in an online portal where all election administrators can apply for funding to help cover the cost of executing their municipality's election - techandcivicliflife.org/grants. As part of this expansion CTCL will post an open call application on their website and promote this portal to all election administrators, nationwide. All election administrators will be eligible to receive a grant. In partnership with CTCL, Center for secure and Modern Elections (CSME) will use our instate contacts and networks to encourage election administrators to apply for this funding.

Project Background

- CSME is partnering with the Center for Tech and Civic Life (CTCL) to provide financial resources in the form of 501(c)(3) grants to cities or counties (depending on which jurisdiction is responsible for elections administration) to carry out safe and healthy elections in the midst of the COVID-19 pandemic.
 - CTCL is a nonpartisan, nonprofit organization that partners with city and county elections administrators to help modernize the voting experience. They often serve as technical assistance experts for local elections officials and are well known in the election administration world.
- CTCL is prioritizing the following types of cities / counties:
 - Large population
 - States where election activity is expected to be especially high volume
 - Locations with a significant percentage of historically underrepresented individuals,
 - Places with a demonstrated need for resources

Talking Points for Conversations with Elections Officials

- We are reaching out about an opportunity for your municipality to receive funding to help conduct safe and healthy elections during the COVID-19 pandemic. The Center for Tech and Civic Life, a nonpartisan organization that provides technical assistance to election administrators across the country, created a COVID-19 Response Grants Program to support municipalities with a demonstrated need in the administration of safe elections in the midst of the pandemic.
- The grants are intended to supplement public funding to cover the high cost of running a safe election in a pandemic— recognizing that many localities are navigating extremely tight budgets this year and that election costs are much more expensive.
- Funds can be used for a variety of purposes for administration of your 2020 elections: opening new polling sites and ensuring that existing polling sites remain open, defraying the costs of early vote locations, providing PPE for poll workers, increasing poll worker stipends or providing hazard pay, setting up drive-through voting options, installing drop boxes, covering the cost of postage or printing, equipment purchases and upgrades, communications efforts to explain to residents about options for registering and voting, and more.
- With these grants, we hope to ensure that all eligible voters have the opportunity to cast a ballot in the midst of the pandemic and to eliminate long lines and crowding at polling places to ensure smooth, safe, and healthy elections.
- We would love for you to apply for a grant to ensure that you have the resources you need. If you are interested, it's a simple online application that you can complete and submit to CTCL - techandcivillife.org/grants. The application includes your name, contact information, basic information about your office, and a checklist of election administration needs. Once approved, CTCL will send a written agreement to the city / county to sign, and then CTCL will disburse the funds.

Q&A

Q: Has this kind of program ever been done before?

A: C3 grants are often made to counties and cities for things like parks and cultural institutions, but this is the first time that we know of it being used to help supplement election funding. Given the unusual circumstances created by the pandemic, we hope these grants will ensure that every eligible voter has an opportunity to cast a ballot safely.

Q: What's the process for applying?

A: The application is accessible on the Center for Tech and Civic Life's website. I will send you the application template for you or someone from your team to complete. As you'll see, the template is just a few pages long and consists of an overview section to describe challenges you have faced in previous elections and provide a budget estimate, a Needs Assessment and Costs section, and a Conclusion. We know time is of the essence

now, and our goal is to get you the resources you need quickly and efficiently, without having to spend too much time on paperwork.

Q: How much money is available for my city/county?

A: This varies based on need and number of jurisdictions that apply. We encourage you to apply early for consideration, and we will then work with you to adjust if needed.

Q: What is your criteria for selecting cities/counties to apply?

A: Center for Tech and Civic Life has issued an open call to provide support to any jurisdiction that needs it. They can apply at the CTCL website: techandcivicle.org/grants

Q: I'm interested, but I'm concerned about accusations of partisanship. How can you assure me that this is nonpartisan?

A: The Center for Tech and Civic Life is a nonpartisan organization that works closely with Republican, Democratic, and unaffiliated elections administrators. In addition, these funds are 501(c)(3) dollars, which are prohibited from being used for partisan activity. CTCL is making funds available to all jurisdictions—rural, urban, and suburban. Election administrators across the political spectrum need funds this year to run, safe, healthy elections.

Q: What can I expect regarding press support if I receive this grant?

A: This project has a dedicated communications team on board to support municipalities in addressing press inquiries and affirmatively explaining the grant.

Q: What kinds of things can I fund with these grant dollars?

A: We are open to funding anything that helps you better administer the upcoming election. This could include (but is not limited to):

- Poll worker stipend increases
- Poll worker hazard pay
- Early vote locations
- Additional staff

State of Arkansas
County of Jefferson
Quorum Court

APPROPRIATION ORDINANCE NO. _____

AN APPROPRIATION ORDINANCE TO REIMBURSE FUNDS TO 1000 STYLED COUNTY
GENERAL – COUNTY CLERK

BE IT ENACTED THE QUORUM COURT OF THE COUNTY OF JEFFERSON, STATE
OF ARKANSAS

Article I. The County Judge is hereby authorized to approve a reimbursement in
the amount of \$2,386.08 to Fund 1000-101 styled County Clerk as detailed in
attachment hereto.

\$1,484.98	Line 1002	Part Time
\$109.02	Line 1006	Social Security Matching
\$792.08	Line 2001	General Supplies

Article II. The County Judge is hereby authorized to approve distribution to the
appropriation as set forth in Article I.

Article III. That this Appropriation Ordinance shall be in full force and effect from
and after its passage and approval.

AN APPROPRIATION ORDINANCE TO REIMBURSE
FUNDS TO 1000 STYLED COUNTY GENERAL –
COUNTY CLERK

BY: _____

TED HARDEN

JUSTICE OF THE PEACE

JEFFERSON COUNTY, ARKANSAS

APPROVED: _____

GERALD ROBINSON

JEFFERSON COUNTY JUDGE

JEFFERSON COUNTY, ARKANSAS

DATE _____

Attachments – 5 pages

APPROVED BY: _____

TERRY WYNNE

COUNTY ATTORNEY

JEFFERSON COUNTY, ARKANSAS

ATTEST: _____

SHAWNDRA TAGGART

JEFFERSON COUNTY CLERK

JEFFERSON COUNTY, ARKANSAS

DATE _____



Voter Registration
Financial Records

Shawndra Taggart

Jefferson County Clerk
P. O. Box 6317
Pine Bluff, AR 71611
(870) 541-5322
(870) 541-5324 Fax



Marriage License
Probate

September 9, 2020

To: County Judge Gerald Robinson
Quorum Court Members

From: Shawndra Taggart

RE: 2020 General Election Expenses

The County Treasurer is in receipt of the anticipated reimbursement from AR State Treasurer for the reimbursement expenses for the County Clerk's special deputy in the amount of \$1,594.00 and postage for absentee reimbursement in the amount of \$792.08. I am requesting to have \$2,386.08 appropriated back to my budget for the hiring of the special deputy and postage for the 2020 General Election. Should there be a General Election Runoff, there may be a need to request additional funding as this cost is not included in the requested amount.

\$1,484.98	Line 1002	Part Time
\$109.02	Line 1006	Social Security Matching
\$792.08	Line 2001	General Supplies

Thanks,

Shawndra Taggart

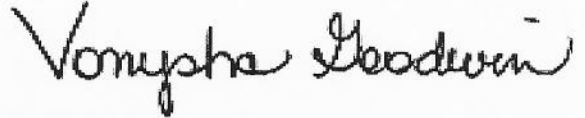
Shawndra Taggart
Jefferson County Clerk

Jefferson County Treasurer's Receipt

Receipt Number : 649.0000 Bank : 5001 - 5001 - Simmons Bank Date : 8/11/2020
Received From : AR St Treasurer
The Amount Of : Fifty One Thousand Six Hundred Fifty Three Dollars and Seventy One Cents Only
For : Election Costs

Vonysha Goodwin
Treasurer

Receipt Total : \$51,653.71 Check/DD : \$51,653.71
Check #: 2110058930 Cash : \$0.00
Com : \$0.00



By VCG

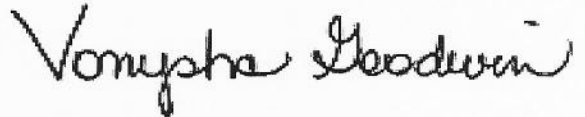
Fund	Description	Code	Description	Amount	Com
1000	* County General Fund	8719	Reim-Election Costs	\$51,653.71	\$0.00
Account(s) Total				\$51,653.71	\$0.00

Jefferson County Treasurer's Receipt

Receipt Number : 649.0000 Bank : 5001 - 5001 - Simmons Bank Date : 8/11/2020
Received From : AR St Treasurer
The Amount Of : Fifty One Thousand Six Hundred Fifty Three Dollars and Seventy One Cents Only
For : Election Costs

Vonysha Goodwin
Treasurer

Receipt Total : \$51,653.71 Check/DD : \$51,653.71
Check #: 2110058930 Cash : \$0.00
Com : \$0.00



By VCG

Fund	Description	Code	Description	Amount	Com
1000	* County General Fund	8719	Reim-Election Costs	\$51,653.71	\$0.00
Account(s) Total				\$51,653.71	\$0.00

\$ 2,386.08 reimbursement
County Clerk special deputy and postage

EXTRA HELP PAY

ATTACHMENT "C1"

COUNTY: JEFFERSON

Section 1	Section 2			Section 3		
WORKERS DESIGNATED TO DELIVER ELECTION MATERIALS						
NAMES	HOURS	RATE	WAGES	MILES	RATE	EXPENSE
		10.00	0.00			0.00
		10.00	0.00			0.00
		10.00	0.00			0.00
		10.00	0.00			0.00
		10.00	0.00			0.00
		10.00	0.00			0.00
		10.00	0.00			0.00
		10.00	0.00			0.00
		10.00	0.00			0.00
		10.00	0.00			0.00
		10.00	0.00			0.00
		10.00	0.00			0.00
		10.00	0.00			0.00
		10.00	0.00			0.00
		10.00	0.00			0.00
TOTALS			0.00 (Line 4b)			0.00 (Line 5c)

Section 4	Section 5		
ELECTION CLERKS PROCESSING ABSENTEE BALLOTS			
NAMES	HOURS	RATE	WAGES
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
TOTAL			0.00 (Line 4c)

Section 6	Section 7		
ELECTION OFFICIALS TABULATING VOTES			
NAMES	HOURS	RATE	WAGES
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
		10.00	0.00
TOTAL			0.00 (Line 4d)

Section 8	Section 9			Section 10		
COUNTY CLERK EXTRA DEPUTY	REGULAR WAGES			OVERTIME WAGES (when required by law)		
	HOURS	RATE	WAGES	HOURS	RATE	WAGES
QUANTERRIO LITTLETON	159	10.00	1,594.00	4		0.00
		10.00	0.00			0.00
TOTALS <i>(See instructions for maximum hours)</i>			1,594.00 (Line 4e)			0.00 (Line 4f)

RETURN ATTACHMENT "C1" WITH THE COUNTY'S REIMBURSEMENT REQUEST

COUNTY CLERK ABSENTEE SUPPLY COSTS

ATTACHMENT "F"

COUNTY: JEFFERSON

Attachment "F" documents costs incurred by the county clerk's office for mailing absentee applications and ballots for this election. You **MUST COMPLETE** Attachment "F" to be reimbursed for county clerk supplies and Attachment "G" to be reimbursed for commission supplies.

ABSENTEES:

Number of absentee ballot <u>application</u> forms mailed:	175
Number of absentee ballots delivered (including mailed):	243
Number of absentee ballots mailed:	206
Number of envelopes used <u>per</u> each absentee ballot delivered (i.e.: 2, 3, 4):	3

Item	Quantity	Per Unit Cost	Total Cost	Invoice Attached	Inventory
				(see marking instructions below)	
Absentee Envelopes	904	\$ 0.34	\$ 307.36	<input type="checkbox"/>	X
Application Postage	175	\$ 0.50	\$ 87.50	<input type="checkbox"/>	X
Ballot Postage	206	\$ 0.68	\$ 140.08	<input type="checkbox"/>	X
Marking Devices	243	\$	\$ 0.00	<input type="checkbox"/>	<input type="checkbox"/>
Voter Statements	243	\$ 0.12	\$ 29.16	<input type="checkbox"/>	<input type="checkbox"/>
TOTAL			\$ 564.10		
			(Line 7b)		

INSTRUCTIONS:

Quantities will automatically calculate based on the statistics provided. Record the unit cost of **ONLY** those supply items used for this specific state-funded election. Costs will automatically calculate.

Place an "X" by each item being claimed to indicate that either an invoice is attached or the item is from an inventory of supplies previously purchased.

The "TOTAL" will automatically calculate. The "TOTAL" on Attachment "F" will then automatically post on the appropriate line on the "SUMMARY OF COSTS" worksheet. The total on the "SUMMARY OF COSTS" worksheet will, in turn, automatically post on the appropriate line on the "COUNTY REIMBURSEMENT REQUEST" worksheet.

COUNTY CLERK CERTIFICATION:

I verify that the above supply expenses represent costs of the county clerk's office to conduct absentee voting applicable to only this state-funded election for which seeking reimbursement.

Shaundra Jaggit

County Clerk Signature

Date 5/15/2020

RETURN ATTACHMENT "F" IF ITEMIZING, ALONG WITH INVOICES, RECEIPTS, AND/OR SUPPORTING DOCUMENTATION FOR ALL SUPPLY ITEMS CLAIMED

COUNTY CLERK ABSENTEE SUPPLY COSTS

ATTACHMENT "F"

COUNTY: JEFFERSON

Attachment "F" documents costs incurred by the county clerk's office for mailing absentee applications and ballots for this election. You **MUST COMPLETE** Attachment "F" to be reimbursed for county clerk supplies and Attachment "G" to be reimbursed for commission supplies.

ABSENTEES:

Number of absentee ballot application forms mailed:

Number of absentee ballots delivered (including mailed):

Number of absentee ballots mailed:

Number of envelopes used per each absentee ballot delivered (i.e.: 2, 3, 4):

129
119
3

Item	Quantity	Per Unit Cost	Total Cost	Invoice Attached <small>(see marking instructions below)</small>	Inventory
Absentee Envelopes	387	\$ 0.34	\$ 131.58	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Application Postage	0	\$ 0.50	\$ 0.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ballot Postage	119	\$ 0.68	\$ 80.92	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Marking Devices	129	\$	\$ 0.00	<input type="checkbox"/>	<input type="checkbox"/>
Voter Statements	129	\$ 0.12	\$ 15.48	<input type="checkbox"/>	<input type="checkbox"/>
TOTAL			\$ 227.98 (Line 7b)		

INSTRUCTIONS:

Quantities will automatically calculate based on the statistics provided. Record the unit cost of **ONLY** those supply items used for this specific state-funded election. Costs will automatically calculate.

Place an "X" by each item being claimed to indicate that either an invoice is attached or the item is from an inventory of supplies previously purchased.

The "TOTAL" will automatically calculate. The "TOTAL" on Attachment "F" will then automatically post on the appropriate line on the "SUMMARY OF COSTS" worksheet. The total on the "SUMMARY OF COSTS" worksheet will, in turn, automatically post on the appropriate line on the "COUNTY REIMBURSEMENT REQUEST" worksheet.

COUNTY CLERK CERTIFICATION:

I verify that the above supply expenses represent costs of the county clerk's office to conduct absentee voting applicable to only this state-funded election for which seeking reimbursement.

County Clerk Signature Shaunda J Jaggar

Date 5/15/2020

RETURN ATTACHMENT "F" IF ITEMIZING, ALONG WITH INVOICES, RECEIPTS, AND/OR SUPPORTING DOCUMENTATION FOR ALL SUPPLY ITEMS CLAIMED