

AGENDA FOR THE QUORUM COURT COMMITTEE
MEETING

Tuesday, January 3, 2022
JEFFERSON COUNTY COURTHOUSE
101 W. BARRAQUE ST
PINE BLUFF, ARKANSAS
TIME 5:30 P.M.

I. ROLL CALL

II. REPORTS OF THE COMMITTEES

Public Safety – Justice Roy Agee

1. AN APPROPRIATION ORDINANCE TO PROVIDE AN APPROPRIATION TO FUND 3508 ORGANIZED CRIME AND TRANSFER FUNDS TO 1000 COUNTY GENERAL – SHERIFF.
2. AN APPROPRIATION ORDINANCE TO PROVIDE AN APPROPRIATION TO FUND 1805 SALES TAX/PUBLIC SAFETY.

Human Resource – Justice Danny Holcomb

1. AN EMERGENCY ORDINANCE ESTABLISHING AND ADOPTING PROCEDURES FOR THE JEFFERSON COUNTY QUORUM COURT AT ALL REGULAR AND SPECIAL MEETINGS OF THE QUORUM COURT OF JEFFERSON COUNTY, ARKANSAS FOR YEARS 2023 and 2024.

Budget and Finance – Ted Harden

1. AN APPROPRIATION ORDINANCE TO PROVIDE AN APPROPRIATION TO FUND 3508 ORGANIZED CRIME AND TRANSFER FUNDS TO 1000 COUNTY GENERAL – SHERIFF.
2. AN APPROPRIATION ORDINANCE TO PROVIDE AN APPROPRIATION TO FUND 1805 SALES TAX/PUBLIC SAFETY.
3. AN APPROPRIATION ORDINANCE TO PROVIDE AN APPROPRIATION TO FUND 3008 COUNTY LIBRARY.

III. ADJOURNMENT

JEFFERSON COUNTY QUORUM COURT
STANDING COMMITTEE ASSIGNMENTS
2023

Budget & Finance Committee

District 8 Roy Agee
District 2 Reginald Adams
District 10 Conley Byrd
District 1 Alfred Carroll
District 7 Melanie Dumas
District 13 Brenda Bishop Gaddy
District 12 Ted Harden
District 11 Danny Holcomb
District 9 Cedric Jackson
District 4 Patricia Royal Johnson
District 3 Reginald Johnson
District 6 Margarett Williams

Public Safety Committee

1. Roy Agee, Chair
2. Conley Byrd
3. Melanie Dumas
4. Ted Harden
5. Danny Holcomb
6. Cedric Jackson
7. Pat Johnson

Human Resource Committee

1. Danny Holcomb, Chair
2. Roy Agee
3. Conley Byrd
4. Brenda Bishop Gaddy
5. Ted Harden
6. Cedric Jackson
7. Pat Johnson

Judicial Committee

1. Alfred Carroll, Chair
2. Reginald Adams
3. Melanie Dumas
4. Brenda Bishop Gaddy
5. Cedric Jackson
6. Reginald Johnson
7. Margarett Williams

State of Arkansas
County of Jefferson
Quorum Court

APPROPRIATION ORDINANCE NO. 2023-_____

AN APPROPRIATION ORDINANCE TO PROVIDE AN APPROPRIATION TO FUND 3508 ORGANIZED CRIME AND TRANSFER FUNDS TO 1000 COUNTY GENERAL – SHERIFF.

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

Article I. The County Judge is authorized to provide an appropriation for \$3,818.39, as detailed in the attachments.

Article II. The County Judge is authorized to approve the distribution as outlined in the attachments.

Article III. The County Treasurer is authorized to transfer \$3,818.39 from Fund 3508 Organized Crime to Fund 1000 County General, as detailed in the attachments.

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

State of Arkansas
County of Jefferson
Quorum Court

APPROPRIATION ORDINANCE NO. 2023-_____

AN APPROPRIATION ORDINANCE TO PROVIDE AN APPROPRIATION TO FUND 1805 SALES TAX/PUBLIC SAFETY.

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

Article I. The County Judge is authorized to provide an appropriation for \$12,297.00, as detailed in the attachments.

Article II. The County Judge is authorized to approve the distribution as outlined in the attachments.

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

State of Arkansas
County of Jefferson
Quorum Court

ORDINANCE NO. 2023 - _____

AN EMERGENCY ORDINANCE ESTABLISHING AND ADOPTING PROCEDURES FOR THE JEFFERSON COUNTY QUORUM COURT AT ALL REGULAR AND SPECIAL MEETINGS OF THE QUORUM COURT OF JEFFERSON COUNTY, ARKANSAS FOR YEARS 2023 and 2024.

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

WHEREAS, the Jefferson County Quorum Court is required by Arkansas Code Annotated §14-14-904 to determine its rules of procedure to conduct the business of county government properly.

NOW, THEREFORE, BE IT ORDAINED BY THE QUORUM COURT OF JEFFERSON COUNTY, ARKANSAS, THAT:

ARTICLE I. The Quorum Court of Jefferson County, Arkansas, adopts in its entirety the rules of procedure as stated in the Procedural Guide for Arkansas County Quorum Court Meetings, published by the Association of Arkansas Counties. In those instances where this guide does not explicitly address the situation, Robert's Rules of Order Newly Revised (RONR) shall be the standard procedural guide for all meetings.

ARTICLE II. The following procedures outlined in this ordinance shall be adopted as additional procedures to be used to transact the business of the Jefferson County Quorum Court.

Meeting Dates

- (a) The regular monthly meetings of the Jefferson County Quorum Court shall be held on the second Monday of each month, beginning at 5:30 pm, in the Quorum Court Room of the Jefferson County Courthouse. The committee meetings will be held the Tuesday before the second Monday at 5:30 pm.
- (b) If the regular meeting date needs to be rescheduled, the County Judge is authorized and empowered to choose another date for the Quorum Court to

AN EMERGENCY ORDINANCE ESTABLISHING
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COUNTY QUORUM COURT AT ALL REGULAR AND SPECIAL
MEETINGS OF THE QUORUM COURT OF JEFFERSON COUNTY,
ARKANSAS FOR YEARS 2023 and 2024.

meet. The County Judge shall notify all members of the Quorum Court not less than four (4) days before the new meeting date.

- (c) The agenda for the regularly scheduled committee meetings, quorum court meetings, and public hearings shall be determined by the County Judge, reduced to writing, and delivered to the Justices of the peace at least forty-eight (48) hours in advance.
- (d) A copy of the committee meeting scheduled shall be placed in the legal section of at least one (1) newspaper at least twenty-four (24) hours before the committee meetings convene. The schedule shall include the name of each committee and a brief description of each agenda item.
- (e) The County Judge or his designee shall be responsible for giving timely notice to the justices of the peace individually and in writing of all standing and special committees and quorum court meetings, if time permits. The notice shall include the name of each committee meeting, the time of the meetings, the date of the meetings, the place, and a brief description of each agenda item.
- (f) The County Judge shall create any new committee as he sees fit, appoint committee members to all committees and appoint all chairpersons of committees.
- (g) The four (4) standing committees for the years 2023 and 2024 are the Finance and Budget Committee; Public Safety Committee; Human Resources Committee; and Judicial Committee.
- (h) All Quorum Court requests shall be channeled through the committee system.

ARTICLE III. Order of Business

- (a) The following Order of Business shall apply to regular and special called meetings of the Quorum Court:

AN EMERGENCY ORDINANCE ESTABLISHING
AND ADOPTING PROCEDURES FOR THE JEFFERSON
COUNTY QUORUM COURT AT ALL REGULAR AND SPECIAL
MEETINGS OF THE QUORUM COURT OF JEFFERSON COUNTY,
ARKANSAS FOR YEARS 2023 and 2024.

- (1) Call to Order, Pledge of Allegiance, and Moment of Prayer
- (2) Roll Call
- (3) Disposition of Minutes from Previous Meeting
- (4) Committee Reports
- (5) Unfinished Business
- (6) Comments/Questions from the Public
- (7) New Business
- (8) Announcements
- (9) Adjournment.

ARTICLE IV. Rules of Decorum for the Quorum Court

1. Members of the Quorum Court shall not use or make inappropriate, vulgar, or opprobrious words or offensive comments. Members shall maintain a civil and courteous manner and tone.
2. Members of the Quorum Court shall only speak to the matter currently under consideration by the Quorum Court.
3. During presentations, discussions, or debates, members of the Quorum Court shall refrain from communicating with each other, giving attention and due respect to the speaker or Quorum Court member addressing the body.
4. While a member of the Quorum Court has the floor, members of the Quorum Court and members of the public shall not interrupt the speaker unless the speaker is ruled out of order.
5. Justices violating any rules of decorum may be ruled out of order by the County Judge. An individual violating rules of decorum may be removed from the meeting by a majority vote of the Quorum Court or by order of the County Judge.

Rules of Decorum for the Public

1. Each Speaker will be given three (3) minutes to speak during the public comment period.
2. Each speaker will direct comments to the members of the Quorum Court and not to any individual member or another individual present unless a question is directed to them by a member of the governing body.
3. Each speaker will refrain from personal attacks and foul or abusive language and will maintain a civil and courteous manner and tone.
4. Members of the audience will respect the rights of others and will not create noise or other disturbances that will disrupt or disturb the meeting.

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AND ADOPTING PROCEDURES FOR THE JEFFERSON
COUNTY QUORUM COURT AT ALL REGULAR AND SPECIAL
MEETINGS OF THE QUORUM COURT OF JEFFERSON COUNTY,
ARKANSAS FOR YEARS 2023 and 2024.

*Individuals violating any rules of decorum may be ruled out of order by the County Judge. An individual violating the rules of decorum may be removed from the meeting by a majority vote of the Quorum Court or by order of the County Judge.

The Sergeant-at-Arms

The Sergeant-at-Arms is responsible for ensuring that rules of procedure and order are not violated and for keeping order at all meetings of the Quorum Court and its committees. The Sergeant-at-Arms may be a Deputy Sheriff provided by the County Sheriff or, if not provided by the County Sheriff, may be employed by the County Judge to perform the functions of the position.

ARTICLE V. Repealer. This ordinance shall repeal that part of any previous ordinance with which it conflicts.

ARTICLE VI. Emergency Clause. This ordinance shall be effective immediately upon passage by the Quorum Court.

INTRODUCED BY:

APPROVED BY:

Danny Holcomb
JUSTICE OF THE PEACE
JEFFERSON COUNTY, ARKANSAS

Terry Wynn
COUNTY ATTORNEY
JEFFERSON COUNTY, ARKANSAS

APPROVED:

ATTEST:

GERALD ROBINSON
JEFFERSON COUNTY JUDGE
JEFFERSON COUNTY, ARKANSAS

SHAWNDRAG TAGGART
JEFFERSON COUNTY CLERK
JEFFERSON COUNTY, ARKANSAS

DATED: _____

DATED: _____

State of Arkansas
County of Jefferson
Quorum Court

APPROPRIATION ORDINANCE NO. 2023-_____

AN APPROPRIATION ORDINANCE TO PROVIDE AN APPROPRIATION TO FUND 3008
COUNTY LIBRARY.

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

Article I. The County Judge is authorized to provide an appropriation for
\$55,000.00 to Fund 3008 County Library, as detailed in the attachment.

Article II. The County Judge is authorized to approve the distribution as outlined
in the attachment.

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

2023



Quorum Court Committee Meeting

Quorum Court Meeting

Holiday

JANUARY

S	M	T	W	T	F	S
1	2	3	4	5	6	7
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MAY

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SEPTEMBER

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FEBRUARY

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JUNE

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OCTOBER

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MARCH

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JULY

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NOVEMBER

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APRIL

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AUGUST

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27	28	29	30	31		

DECEMBER

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24	25	26	27	28	29	30
31						

2023 Holiday and Quorum Court Schedule

January

2nd – New Year’s Holiday
3rd – Quorum Court Committee Meeting
9th – Quorum Court Meeting
16th – Martin Luther King Day

February

7th – Quorum Court Committee Meeting
13th – Quorum Court Meeting
20th – President’s Day

March

7th – Quorum Court Committee Meeting
13th – Quorum Court Meeting

April

4th – Quorum Court Committee Meeting
7th – Good Friday
10th – Quorum Court Meeting

May

2nd – Quorum Court Committee Meeting
8th – Quorum Court Meeting
26th – Friday before Memorial Day
29th – Memorial Day

June

6th – Quorum Court Committee Meeting
12th – Quorum Court Meeting
19th – Juneteenth

July

3rd – Day before Independence Day
4th – Independence Day
11th – Quorum Court Committee Meeting
17th – Quorum Court Meeting

August

1st – Quorum Court Committee Meeting
7th – Quorum Court Meeting

September

1st – Friday before Labor Day
4th – Labor Day
5th – Quorum Court Committee Meeting
11th – Quorum Court Meeting

October

9th – Columbus Day
10th – Quorum Court Committee Meeting
16th – Quorum Court Meeting

November

7th – Quorum Court Committee Meeting
10th – Veteran’s Day
13th – Quorum Court Meeting
22nd – 24th – Thanksgiving Break

December

5th – Quorum Court Committee Meeting
11th – Quorum Court Meeting