

**AGENDA**  
**ORGANIZATIONAL COMMITTEE MEETINGS AND**  
**SPECIAL QUORUM COURT MEETING**  
**JANUARY 6, 2025**  
**GARLAND COUNTY ARMORY BUILDING**  
**200 WOODBINE ST.**

**COMMITTEE MEETINGS TO SELECT CHAIR AND CO-CHAIR**

- 5:00 p.m. -- IT Committee
- 5:05 p.m. -- Ordinance
- 5:15 p.m. -- Public Works and Buildings
- 5:25 p.m. -- Human Resources
- 5:35 p.m. -- PHWS
- 5:45 p.m. -- Finance

**SPECIAL QUORUM COURT MEETING**

- 6:00 p.m. -- Procedural ordinance
  - Meeting and procedural guidance from County Attorney

## **ORDINANCE O-23-1**

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

**“AN ORDINANCE SETTING THE ORGANIZATION AND RULES OF PROCEDURE FOR THE GARLAND COUNTY QUORUM COURT.”**

**WHEREAS**, rules and procedures assure orderly conduct and encourage clear, efficient discussion of ideas; and

**WHEREAS**, the rules and procedures adopted by the Quorum Court should be reviewed on a regular basis and modified when necessary; and

**WHEREAS**, the rules and procedures shall be used for all regular and special meetings of the Quorum Court that are legislative in nature and, as applicable, to public hearings of the Quorum Court or its committees; and

**WHEREAS**, pursuant to Ark. Code Ann. 14-14-904(a), the Quorum Court shall adopt an organizational ordinance at its first regular meeting after the beginning of the justices' term in office, or at a special meeting in January called for that purpose, and said ordinance shall be effective immediately upon passage; and

**NOW THEREFORE BE IT ORDAINED by the Quorum Court of Garland County, Arkansas, that:**

### **Article 1. Regular Meetings**

(a) The regular meetings for the Quorum Court and committees thereof will be as set forth herein. The committee meeting schedule set forth herein is a general schedule. All committees shall meet as necessary and may not meet if there is no business to conduct.

1. Quorum Court, 6 p.m., the second Monday of each month at the Garland County Armory Building, 200 Woodbine, Hot Springs, AR; the November Quorum Court meeting shall be at 6 p.m., the fourth Monday at the Garland County Armory Building;
2. Finance Committee, 5:30 p.m., the first Monday of each month at the Garland County Armory Building;
3. Human Resources Committee, at a time to be determined, the fourth Monday of each month at the Garland County Armory Building;
4. Ordinance Committee, 5:30 p.m., the second Monday of each month at the Garland County Armory Building;
5. Public Health, Welfare and Safety Committee, 5:30 p.m., the fourth Monday of each month at the Garland County Armory Building;
6. Public Works and Buildings/Environmental Committee, 5:30 p.m., the third Monday of each month at the Garland County Armory Building;
7. IT Committee, at a date and time to be determined, at the Garland County Armory Building.

8. These meetings may also be held at any other location and time that is designated at the regular scheduled meeting of the preceding month.
9. All meeting times and locations shall be published at <https://Garlandcounty.org>.

(b) The order of business for regular Quorum Court and Committee meetings shall be:

1. Invocation;
2. Pledge of Allegiance;
3. Attendance roll call;
4. Approval of the previous meeting's minutes;
5. Reports from committees;
6. Old business;
7. New business;
8. Announcements;
9. Public Comment; and
10. Adjournment.

## **Article 2. Special Meetings**

As provided by Ark. Code Ann. § 14-14-904(c), the County Judge or a majority of the elected justices may call a special meeting of the Quorum Court upon at least twenty-four (24) hours' notice by telephone, facsimile or electronic mail.

## **Article 3. Public Comment During Meetings**

The public shall be entitled to attend any public meeting, pursuant to Ark. Code Ann 25-19-106 and Ark. Code Ann. 14-14-109. Any individual may be recognized by the presiding officer for comment on any issue that is on the agenda. Pursuant to Ark. Code Ann. 14-14-109 (b) citizens shall have a reasonable opportunity to participate prior to the final decision. The issue must be announced before the speaker is recognized. An individual shall not have more than three (3) minutes to speak on any one (1) issue. If a member of the Quorum Court asks a question of an individual who has been recognized for comment, that individual shall have not more than one (1) minute to respond.

In the event a citizen wishes to bring an item to the Quorum Court that is not on the court's agenda, the item shall first be referred to and presented in the appropriate committee. The committee shall hear the citizen's presentation and vote whether to advance the item to the full Quorum Court. Committee review procedures shall be as set forth in Article 15 herein.

The time limitations set forth in this section shall not apply to representatives of entities who have been requested to appear by the County Judge or Quorum Court to provide reports or testimony regarding items on the Quorum Court agenda.

A two-thirds (2/3) vote of the total membership of the Quorum Court shall be required to override any provision of Article 3.

## **Article 4. Virtual Meetings**

In response to the Coronavirus pandemic, the Garland County Quorum Court adopted the use of virtual meeting technology in such instances as authorized by state law. The Quorum Court and its committees will strive to make such technology available for the use and benefit of the public whenever practicable. To the extent possible, all virtual meetings will follow the same procedural guidelines as in-person meetings.

#### **Article 5. Rules of Procedure- Adoption and Interpretation**

(a) Adoption. The rules of procedure for transacting business at Quorum Court meetings shall be those contained in the latest edition of the Procedural Guide for Arkansas County Quorum Court Meetings as prepared by the University of Arkansas and the Association of Arkansas Counties, except as otherwise provided by ordinance or where such guide is in conflict with the general laws of the State of Arkansas.

(b) Use. In any event where the Procedural Guide for Arkansas County Quorum Court Meetings is inadequate, the Quorum Court shall abide by the most recent edition of Robert's Rules of Order.

(c) Interpretation. Any question as to the interpretation or application of the procedural guide or Robert's Rules will be referred to the parliamentarian of the Quorum Court, who will then make his or her interpretation to the presiding officer of the meeting. The county attorney shall serve as the parliamentarian of the Quorum Court. The application of the procedural guide or Robert's Rules will then be resolved by the presiding officer.

#### **Article 6. Agenda**

(a) All proposed items to be considered by the Quorum Court at the regular monthly meeting shall be submitted in writing to the County Judge or his designee. Once the proposed items have been submitted, the County Judge or his/her designee shall assign them to an appropriate committee of the Quorum Court for consideration.

1. Each request shall have at least one (1) Quorum Court member listed as a sponsor;
2. Requests to have proposed items considered may require supporting documents that clearly state the reason(s) or justification(s) for the proposed item;
3. Items received from the public need not have a Quorum Court member as a sponsor, but must go through the committee review and approval process prior to consideration by the full Quorum Court.

(b) An agenda, including all ordinances, resolutions, appointments, and supporting documentation to be introduced to the Quorum Court shall be emailed to the Quorum Court members a minimum of five (5) days prior to the introduction at a Quorum Court meeting. However, this restriction may be suspended by a two-thirds (2/3) vote of the whole number of the Quorum Court in times of an emergency or dire need. All ordinances, resolutions and appointments shall be filed in the Garland County Clerk's office. The agenda for each Quorum Court meeting shall be set by the Garland County Judge or his or her designee. The county attorney shall review all ordinances and resolutions prior to their inclusion on the agenda.

(c) The County Judge has designated the County Clerk to prepare the agendas for the Quorum Court and to maintain the minutes and records of the Quorum Court. The County Judge has designated the Finance Department, in conjunction with the County Judge's office, to prepare all committee meeting agendas and maintain any minutes and records of the committees.

#### **Article 7. Handling of Motions**

A motion is a formal statement or proposition presented to the Quorum Court for consideration and action. Presenting and disposing of a motion follows this pattern:

1. Addressing the presiding officer and stating their reason for requesting recognition (e.g. question, statement or motion);
2. Recognition by the presiding officer;
3. Statement of the motion by the member;
4. Seconding the motion;
5. Statement of the motion by presiding officer or chairperson;
6. Reading of Ordinance or Resolution by County Clerk;
7. Discussing the motion if applicable as not all motions are debatable; and
8. Voting on the motion.

#### **Article 8. Passing Ordinances or Amendments to Ordinances**

A concurrence by a majority of the whole number of the Quorum Court shall be required to pass any ordinance or amendment. All ordinances or amendments to existing ordinances of a general or permanent nature shall be fully and distinctly read on three (3) different days, unless two-thirds (2/3) of the members comprising the whole Quorum Court shall dispense with the rule.

This rule does not serve to:

1. Require a vote after each individual reading, but a vote only after the third and final reading;
2. Require the ordinance or amendment to be read in its entirety on the first, second, or third reading; or
3. Restrict the passage of emergency, appropriation, initiative, or referendum measures in a single meeting as provided by law.

#### **Article 9. Voting on Ordinances and Resolutions**

(a) Ordinance. To effect adoption of each ordinance, a roll call vote of each Quorum Court member shall be made by district number, lowest number to highest number.

(b) Resolution. The County Clerk or his or her designee shall read resolutions by title only unless the presiding officer requests that it be read in its entirety. To effect passage of each resolution, a voice vote of the whole Quorum Court shall be made that allows the presiding officer to determine the results by the volume of the votes for and against the resolution. If the presiding officer is uncertain of the result, he or she may call for a roll call vote of each Quorum

Court member. Roll call votes shall be called in the same sequence as for ordinances.

(c) Motion to read by title only. In certain circumstances it may be desired for the County Clerk or his or her designee to read a proposed ordinance by title only. In those instances, before there is a motion to approve the ordinance, there must be a separate and distinct motion to suspend the rule and read by title only. Once there is a motion and a second to suspend the rule and read by title only, the presiding officer will then ask for a voice vote on the motion to suspend the rule. If there are any votes against the suspension of the rule and the outcome of the vote is uncertain, the presiding officer may ask that a roll call vote be taken of each Quorum Court member. If the motion to suspend the rule passes there may then be a motion and second to approve the ordinance. Roll call votes shall be called in the same sequence as for ordinances.

#### **Article 10. Procedure to Adopt an Ordinance in Less Than Three Different Days**

In order to adopt an ordinance in one meeting the procedure shall be:

1. First reading;
2. Motion to suspend the rule and put the ordinance on second reading, roll call vote on suspension, approval by two-thirds (2/3) of the whole number of the Quorum Court;
3. Second reading can be by title only;
4. Motion to suspend the rule and put the ordinance on third reading, roll call vote on suspension, approval by two-thirds of the whole number of the Quorum Court;
5. Third reading can be by title only, roll call vote on the ordinance, approval by a majority of the whole number of the Quorum Court.

#### **Article 11. Appropriation and Emergency Ordinances and Effective Dates**

(a) Appropriation Ordinance. An appropriation ordinance or amendments enacted without separate readings shall require a two-thirds (2/3) vote of the whole number of the Quorum Court.

(b) Emergency Ordinance. An emergency ordinance or an emergency amendment does not require separate readings. The passage of an emergency measure shall require a two-thirds (2/3) vote of the whole number of the Quorum Court.

(c) Effective Dates. Pursuant to Ark. Code Ann. 14-14-905:

1. No ordinance or amendment to an existing ordinance other than an emergency ordinance or appropriation ordinance shall be effective until thirty (30) calendar days after publication has appeared.
2. An ordinance or amendment to an existing ordinance may provide for a delayed effective date or may provide for the ordinance or amendment to an existing ordinance to become effective upon the fulfillment of an indicated contingency.

#### **Article 12. Standing Committees of the Quorum Court**

(a) Purpose. This section is intended to facilitate the orderly conduct of county business through Quorum Court standing committees, procedural guidelines and rules of membership for such committees, and the subject matter to be considered by each of the various committees.

(b) Establishment. There shall be six (6) standing committees of the Quorum Court: (1) Finance Committee; (2) Human Resources Committee; (3) Ordinance Committee; (4) Public Health, Welfare and Safety Committee; (5) Public Works, Buildings/Environmental Committee; (6) IT Committee. Each Quorum Court member may serve on multiple committees. Committee members are appointed by the County Judge and committees may consist of seven (7) members or another number as determined by the County Judge.

### **Article 13. Membership**

(a) The Finance Committee may consist of up to thirteen (13) members as determined by the County Judge.

(b) The Public Works & Safety Committee may consist of up to thirteen (13) members as determined by the County Judge.

(c) All other committees may consist of up to seven (7) members as determined by the County Judge.

(d) The members of each committee shall be appointed by the presiding officer of the Quorum Court, subject to any procedural rules adopted by the Quorum Court as required by Ark. Code Ann. § 14-14-904(d). Chairs and vice chairs, if any, shall be elected by the committee members at initial organizational meetings.

### **Article 14. Subcommittees**

Subcommittees may be formed by any of the standing committees. The standing committee chairman shall appoint members to each subcommittee. It is the intent of this section that every effort shall be made to prevent the proliferation of such committees and that any such subcommittee shall automatically cease to exist once it has completed its assigned task or on the first day of the next Quorum Court term.

### **Article 15. Committee review of Agenda Items**

All Quorum Court agenda items will be considered by at least one (1) of the standing committees. All proposed committee agenda items shall be received by the department preparing the agenda not later than the Tuesday preceding the committee meeting unless there is an emergency or dire need. Agendas shall be forwarded to the committee members not later than five (5) days prior to the committee meeting.

Any Items not approved by at least one (1) of the committees will not appear on the full Quorum Court agenda, unless it is added to the agenda by a two-thirds (2/3) vote of the whole number of the Quorum Court.

### **Article 16. Staff**

(a) The County Judge shall provide staff to the Quorum Court and its committees who shall attend each meeting and may be responsible for research as requested by the Quorum Court or its committees.

(b) The County Judge's designee shall attend each meeting of the Quorum Court and its committees and may be responsible for research as required by the Quorum Court and its committees. If unable to attend, the County Judge shall designate a replacement to attend.

**Article 17. Modification**

The Quorum Court may at any regular meeting revise or modify these rules or adopt new rules by a majority vote of the full membership.

ATTEST: \_\_\_\_\_  
Sarah Smith  
Garland County Clerk

APPROVED: \_\_\_\_\_  
Darryl Mahoney  
Garland County Judge

SPONSOR: \_\_\_\_\_  
Justice of the Peace

DATE: \_\_\_\_\_

ORDINANCE O-25-1

Commented [JH1]: Updated ordinance number/date

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

“AN ORDINANCE SETTING THE ORGANIZATION AND RULES OF PROCEDURE FOR THE GARLAND COUNTY QUORUM COURT.”

Commented [JH2]: Revised title for clarity

WHEREAS, rules and procedures assure orderly conduct and encourage clear, efficient discussion of ideas; and

WHEREAS, the rules and procedures adopted by the Quorum Court should be reviewed on a regular basis and modified when necessary; and

WHEREAS, the rules and procedures shall be used for all regular and special meetings of the Quorum Court that are legislative in nature and, as applicable, to public hearings of the Quorum Court or its committees; and

WHEREAS, pursuant to Ark. Code Ann. 14-14-904(a), the Quorum Court shall adopt an organizational ordinance at its first regular meeting after the beginning of the justices' term in office, or at a special meeting in January called for that purpose, and said ordinance shall be effective immediately upon passage; and

Commented [JH3]: Added language to insert statutory requirements and effective date of procedural ordinance

NOW THEREFORE BE IT ORDAINED by the Quorum Court of Garland County, Arkansas, that:

**Article 1. Regular Meetings**

(a) The regular meetings for the Quorum Court and committees thereof will be as set forth herein. The committee meeting schedule set forth herein is a general schedule. All committees shall meet as necessary and may not meet if there is no business to conduct.

1. Quorum Court, 6 p.m., the second Monday of each month at the Garland County Armory Building, 200 Woodbine, Hot Springs, AR; the November Quorum Court meeting shall be at 6 p.m., the fourth Monday at the Garland County Armory Building;
2. Finance Committee, 5:30 p.m., the first Monday of each month at the Garland County Armory Building;
3. Human Resources Committee, at a time to be determined, the fourth Monday of each month at the Garland County Armory Building;
4. Ordinance Committee, 5:30 p.m., the second Monday of each month at the Garland County Armory Building;
5. Public Health, Welfare and Safety Committee, 5:30 p.m., the fourth Monday of each month at the Garland County Armory Building;
6. Public Works and Buildings/Environmental Committee, 5:30 p.m., the third Monday of each month at the Garland County Armory Building;
7. IT Committee, at a date and time to be determined, at the Garland County Armory Building.

Commented [JH4]: Revised meeting location from courthouse to armory building

8. These meetings may also be held at any other location and time that is designated at the regular scheduled meeting of the preceding month.
9. All meeting times and locations shall be published at <https://Garlandcounty.org>.

(b) The order of business for regular Quorum Court **and committee** meetings shall be:

**Commented [JH5]:** Added requirement to apply procedure to committees

1. Invocation;
2. Pledge of Allegiance;
3. Attendance roll call;
4. Approval of the previous meeting's minutes;
5. Reports from committees;
6. Old business;
7. New business;
8. Announcements;
9. Public Comment; and
10. Adjournment.

#### **Article 2. Special Meetings**

As provided by Ark. Code Ann. § 14-14-904(c), the County Judge or a majority of the elected justices may call a special meeting of the Quorum Court upon at least twenty-four (24) hours' notice by telephone, facsimile or electronic mail.

#### **Article 3. Public Comment During Meetings**

The public shall be entitled to attend any public meeting, pursuant to Ark. Code Ann 25-19-106 **and Ark. Code Ann. 14-14-109**. Any individual may be recognized by the presiding officer for comment on any issue that is on the agenda Pursuant to Ark. Code Ann. 14-14-109 (b) citizens shall have a reasonable opportunity to participate prior to the final decision. The issue must be announced before the speaker is recognized. An individual shall not have more than three (3) minutes to speak on any one (1) issue. If a member of the Quorum Court asks a question of an individual who has been recognized for comment, that individual shall have not more than one (1) minute to respond.

**Commented [JH6]:** Added references to county code meeting statute.

In the event a citizen wishes to bring an item to the Quorum Court that is not on the court's agenda, the item shall first be referred to and presented in the appropriate committee. The committee shall hear the citizen's presentation and vote whether to advance the item to the full Quorum Court. Committee review procedures shall be as set forth in Article 15 herein.

The time limitations set forth in this section shall not apply to representatives of entities who have been requested to appear by the County Judge or Quorum Court to provide reports or testimony regarding items on the Quorum Court agenda.

A two-thirds (2/3) vote of the total membership of the Quorum Court shall be required to override any provision of Article 3.

#### **Article 4. Virtual Meetings**

In response to the Coronavirus pandemic, the Garland County Quorum Court adopted the use of virtual meeting technology **in such instances as authorized by state law**. The Quorum Court and its committees will strive to make such technology available for the use and benefit of the public whenever practicable. To the extent possible, all virtual meetings will follow the same procedural guidelines as in-person meetings.

Commented [JH7]: Added clarification language

#### Article 5. Rules of Procedure- Adoption and Interpretation

(a) Adoption. The rules of procedure for transacting business at Quorum Court meetings shall be those contained in the latest edition of the Procedural Guide for Arkansas County Quorum Court Meetings as prepared by the University of Arkansas and the Association of Arkansas Counties, except as otherwise provided by ordinance or where such guide is in conflict with the general laws of the State of Arkansas.

(b) Use. In any event where the Procedural Guide for Arkansas County Quorum Court Meetings is inadequate, the Quorum Court shall abide by **the most recent edition** of Robert's Rules of Order.

Commented [JH8]: Added clarification language

(c) Interpretation. Any question as to the interpretation or application of the procedural guide or Robert's Rules will be referred to the parliamentarian of the Quorum Court, who will then make his or her interpretation to the presiding officer of the meeting. The county attorney shall serve as the parliamentarian of the Quorum Court. The application of the procedural guide or Robert's Rules will then be resolved by the presiding officer.

#### Article 6. Agenda

(a) All proposed items to be considered by the Quorum Court at the regular monthly meeting shall be submitted in writing to the County Judge or his designee. Once the proposed items have been submitted, the County Judge or his/her designee shall assign them to an appropriate committee of the Quorum Court for consideration.

1. Each request shall have at least one (1) Quorum Court member listed as a sponsor;
2. Requests to have proposed items considered may require supporting documents that clearly state the reason(s) or justification(s) for the proposed item;

3. **Items received from the public need not have a Quorum Court member as a sponsor but must go through the committee review and approval process prior to consideration by the full Quorum Court.**

Commented [JH9]: Added language to clarify process for public to submit QC agenda items.

(b) An agenda, including all ordinances, resolutions, appointments, and supporting documentation to be introduced to the Quorum Court shall be emailed to the Quorum Court members a minimum of five (5) days prior to the introduction at a Quorum Court meeting. However, this restriction may be suspended by a two-thirds (2/3) vote of the whole number of the Quorum Court in times of an emergency or dire need. All ordinances, resolutions and appointments shall be filed in the Garland County Clerk's office. The agenda for each Quorum Court meeting shall be set by the Garland County Judge or his or her designee. The county attorney shall review all ordinances and resolutions prior to their inclusion on the agenda.

(c) The County Judge has designated the County Clerk to prepare the agendas for the Quorum Court and to maintain the minutes and records of the Quorum Court. The County Judge has designated the Finance Department, in conjunction with the County Judge's office, to prepare all committee meeting agendas and maintain any minutes and records of the committees.

#### **Article 7. Handling of Motions**

A motion is a formal statement or proposition presented to the Quorum Court for consideration and action. Presenting and disposing of a motion follows this pattern:

1. Addressing the presiding officer and stating their reason for requesting recognition (e.g. question, statement or motion);
2. Recognition by the presiding officer;
3. Statement of the motion by the member;
4. Seconding the motion;
5. Statement of the motion by presiding officer or chairperson;
6. Reading of Ordinance or Resolution by County Clerk;
7. Discussing the motion if applicable as not all motions are debatable; and
8. Voting on the motion.

#### **Article 8. Passing Ordinances or Amendments to Ordinances**

A concurrence by a majority of the whole number of the Quorum Court shall be required to pass any ordinance or amendment. All ordinances or amendments to existing ordinances of a general or permanent nature shall be fully and distinctly read on three (3) different days, unless two-thirds (2/3) of the members comprising the whole Quorum Court shall dispense with the rule.

This rule does not serve to:

1. Require a vote after each individual reading, but a vote only after the third and final reading;
2. Require the ordinance or amendment to be read in its entirety on the first, second, or third reading; or
3. Restrict the passage of emergency, appropriation, initiative, or referendum measures in a single meeting as provided by law.

#### **Article 9. Voting on Ordinances and Resolutions**

(a) Ordinance. To effect adoption of each ordinance, a roll call vote of each Quorum Court member shall be made by district number, lowest number to highest number.

(b) Resolution. The County Clerk or his or her designee shall read resolutions by title only unless the presiding officer requests that it be read in its entirety. To effect passage of each resolution, a voice vote of the whole Quorum Court shall be made that allows the presiding officer to determine the results by the volume of the votes for and against the resolution. If the presiding officer is uncertain of the result, he or she may call for a roll call vote of each Quorum

Court member. Roll call votes shall be called in the same sequence as for ordinances.

(c) Motion to read by title only. In certain circumstances it may be desired for the County Clerk or his or her designee to read a proposed ordinance by title only. In those instances, before there is a motion to approve the ordinance, there must be a separate and distinct motion to suspend the rule and read by title only. Once there is a motion and a second to suspend the rule and read by title only, the presiding officer will then ask for a voice vote on the motion to suspend the rule. If there are any votes against the suspension of the rule and the outcome of the vote is uncertain, the presiding officer may ask that a roll call vote be taken of each Quorum Court member. If the motion to suspend the rule passes there may then be a motion and second to approve the ordinance. Roll call votes shall be called in the same sequence as for ordinances.

#### **Article 10. Procedure to Adopt an Ordinance in Less Than Three Different Days**

In order to adopt an ordinance in one meeting the procedure shall be:

1. First reading;
2. Motion to suspend the rule and put the ordinance on second reading, roll call vote on suspension, approval by two-thirds (2/3) of the whole number of the Quorum Court;
3. Second reading can be by title only;
4. Motion to suspend the rule and put the ordinance on third reading, roll call vote on suspension, approval by two-thirds of the whole number of the Quorum Court;
5. Third reading can be by title only, roll call vote on the ordinance, approval by a majority of the whole number of the Quorum Court.

#### **Article 11. Appropriation and Emergency Ordinances and Effective Dates**

(a) Appropriation Ordinance. An appropriation ordinance or amendments enacted without separate readings shall require a two-thirds (2/3) vote of the whole number of the Quorum Court.

(b) Emergency Ordinance. An emergency ordinance or an emergency amendment does not require separate readings. The passage of an emergency measure shall require a two-thirds (2/3) vote of the whole number of the Quorum Court.

#### **(c) Effective Dates. Pursuant to Ark. Code Ann. 14-14-905:**

1. No ordinance or amendment to an existing ordinance other than an emergency ordinance or appropriation ordinance shall be effective until thirty (30) calendar days after publication has appeared.
2. An ordinance or amendment to an existing ordinance may provide for a delayed effective date or may provide for the ordinance or amendment to an existing ordinance to become effective upon the fulfillment of an indicated contingency.

**Commented [JH10]:** Added section to note effective dates for ordinances.

#### **Article 12. Standing Committees of the Quorum Court**

(a) Purpose. This section is intended to facilitate the orderly conduct of county business through Quorum Court standing committees, procedural guidelines and rules of membership for such committees, and the subject matter to be considered by each of the various committees.

(b) Establishment. There shall be six (6) standing committees of the Quorum Court: (1) Finance Committee; (2) Human Resources Committee; (3) Ordinance Committee; (4) Public Health, Welfare and Safety Committee; (5) Public Works, Buildings/Environmental Committee; (6) IT Committee. Each Quorum Court member may serve on multiple committees. Committee members are appointed by the County Judge and committees may consist of seven (7) members or another number as determined by the County Judge.

Commented [JH11]: Removed reference to defunct JESAP committee

### Article 13. Membership

(a) The Finance Committee may consist of up to thirteen (13) members as determined by the County Judge.

(b) The Public Works & Safety Committee may consist of up to thirteen (13) members as determined by the County Judge.

(c) All other committees may consist of up to seven (7) members as determined by the County Judge.

(d) The members of each committee shall be appointed by the presiding officer of the Quorum Court, subject to any procedural rules adopted by the Quorum Court as required by Ark. Code Ann. § 14-14-904(d). Chairs and vice chairs, if any, shall be elected by the committee members at initial organizational meetings.

### Article 14. Subcommittees

Subcommittees may be formed by any of the standing committees. The standing committee chairman shall appoint members to each subcommittee. It is the intent of this section that every effort shall be made to prevent the proliferation of such committees and that any such subcommittee shall automatically cease to exist once it has completed its assigned task or on the first day of the next Quorum Court term.

### Article 15. Committee review of Agenda Items

All Quorum Court agenda items will be considered by at least one (1) of the standing committees. All proposed committee agenda items shall be received by the department preparing the agenda not later than the Tuesday preceding the committee meeting unless there is an emergency or dire need. Agendas shall be forwarded to the committee members not later than five (5) days prior to the committee meeting.

Any Items not approved by at least one (1) of the committees will not appear on the full Quorum Court agenda, unless it is added to the agenda by a two-thirds (2/3) vote of the whole number of the Quorum Court.

### Article 16. Staff

(a) The County Judge shall provide staff to the Quorum Court and its committees who shall attend each meeting and may be responsible for research as requested by the Quorum Court or its committees.

(b) The County Judge's designee shall attend each meeting of the Quorum Court and its committees and may be responsible for research as required by the Quorum Court and its committees. If unable to attend, the County Judge shall designate a replacement to attend.

**Article 17. Modification**

The Quorum Court may at any regular meeting revise or modify these rules or adopt new rules by a majority vote of the full membership.

ATTEST: \_\_\_\_\_  
Sarah Smith  
Garland County Clerk

APPROVED: \_\_\_\_\_  
Darryl Mahoney  
Garland County Judge

SPONSOR: \_\_\_\_\_  
Justice of the Peace

DATE: \_\_\_\_\_

