

B - AGENCY SUMMARY

1		2	3	4	5	6	7	8	9
Description		Actual Expenditures 2003-2004	Base Budget	Budget Division or Agency Adj's to Base	Agency Net to Zero/Other Changes	Standard Budget Col. 3+4+5	Exception Request	Total Agency Request	District Judge's Budget Comm. Recommendation
ADMINISTRATION	0100	607,486	665,252	78,830	0	744,082	0	744,082	744,082
TOTAL BY EXPENSE ORGS		607,486	665,252	78,830	0	744,082	0	744,082	744,082
PERSONAL SERVICES	0100	560,402	604,498	78,830	0	683,328	0	683,328	683,328
SUPPORTIVE SERVICES	0200	42,983	29,176	0	0	29,176	0	29,176	29,176
CENT.SERV./DATA SERV.	0400	120	720	0	0	720	0	720	720
CONTRACTUAL SERVICES	0900	3,981	30,858	0	0	30,858	0	30,858	30,858
TOTAL BY OBJECT SERIES		607,486	665,252	78,830	0	744,082	0	744,082	744,082
GENERAL FUND	G	607,486	665,252	78,830	0	744,082	0	744,082	744,082
TOTAL BY FUNDS		607,486	665,252	78,830	0	744,082	0	744,082	744,082
FULL TIME EMPLOYEE COUNT		0	3	0	0	3	0	3	3
PART TIME EMPLOYEE COUNT		0	1	0	0	1	0	1	1
TOTAL AUTHORIZED EMPLOYEES		0	4	0	0	4	0	4	4

Agency Name: Judicial District 1B (Cheyenne)	Agency Number: 121
Approp. Org. Name: Administration	AORG Number: 0100
Expense Org. Name: Administration	EORG Number: 0101

**EXPENSE ORGANIZATION OVERVIEW**

Article 5, Wyoming Constitution, Section 5-3-101 through Section 5-3-111, inclusive, W.S. 2001 Republished Edition, established and define the general activities of the judiciary.

Section 5-3-401 through Section 5-3-412, W.S. 2001 Republished Edition, define the activities, duties, and responsibilities of the district court reporter.

The services provided by the First Judicial District, and the area of responsibility, is the administration of a court of law on the district level.

Revenue is generated by collection of reporting fees in civil matters, pursuant to Section 5-3-410, W.S. 2001 Republished Edition, as amended. All reporting fees are deposited in the General Fund.

The District Court and position of Judge are constitutionally created; constitutionally and statutorily empowered.

Objectives and Goals: The effective operation of a court of law; keeping abreast of advancing caseloads, and avoiding delay in disposition of cases; the retention of competent staff personnel.

Caseload and disposition statistics are on file with the Wyoming Supreme Court and are available on request.

The District Court is a court of unlimited general jurisdiction, and in the First Judicial District, hears and determines matters and cases generally as set forth:

1. All Felonies
2. Juvenile matters
3. Workers' Compensation Appeals
4. Probate (decedents' estates, guardianships, adoption)
5. Involuntary commitments to the Wyoming State Hospital
6. All civil actions not commenced in circuit court
7. Appeals from circuit and municipal courts
8. Appeals from actions of state, county, and local governmental entities
9. Various writs

The District Court Judge is empowered to convene grand juries and petit juries.

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Actions at law are appealed directly from the District Court to the Wyoming Supreme Court.

The District Judge has support personnel under his direct supervision and control as follows:

1. Court Reporter. Duties: To make a stenographic record of court proceedings, prepare transcripts, various office functions. The court reporter is a statutory position.
2. Judicial Assistant. A Judicial Assistant is employed by District 1B. In the First Judicial District, there are over 300 lawyers who are constantly calling the Judges and appearing in the Judges’ chambers for probate matters, criminal and civil settings and motions hearings, all of which require the Judicial Assistant to be acting as receptionist, taking telephone calls, making appointments for lawyers with the Judge, as well as handling all of the correspondence and legal opinions that need to be typed for the Judge.
3. Law Clerk. The Law Clerk is a graduate of an accredited law school and has passed the Wyoming State Bar. The Law Clerk is utilized by three Judges in the First Judicial District. Salary and employer-paid benefits are shared equally in two of the three budgets. The Law Clerk does legal research, which saves countless hours of judicial time. Without research by the Law Clerk, each Judge would be required to spend many hours each week out of the courtroom and not handling legal business, but, on the contrary, in the Wyoming Supreme Court Library doing research. Obviously, the Law Clerk makes it much more expeditious for the Judges in keeping up with the caseload.

**STANDARD BUDGET REQUEST NARRATIVE.**

100 Series – Personal Services: The 100 series funds are used to provide for a judge, judicial assistant, court reporter and a part-time law clerk. These funds also provide payment of transcription fees to the court reporter and benefits for all court employees. Adjustments include a salary increase for the judge, external cost adjustments for the staff and the increased contribution to the health insurance plan. Standard budget request \$683,328

200 Series – Supportive Services: The 200 series funds are used to cover the necessary operating costs for judicial services in Laramie County. Standard budget request \$29,176.

400 Series – Central Services: The 400 series funds are used for hardware/software support with the Department of Administration and Information. 0430 represents an increase based on the Department of Administration and Information – Accounting Division CTD estimates for 2007-2008 biennium. Standard budget request \$720.

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900 Series – Contractual Services: Funds in the 900 series are used to pay for a contract court reporter in the event the full-time court reporter is not available or a court commissioner when necessary. These funds are also used for modification or expansion of criminal data base to assist with the management of the criminal docket that results in assessments and reports. Some funds are expended for a retired judge to sit on cases that need to be assigned when all other district court judges are unavailable to hear cases expeditiously because of increasing caseloads. Standard budget request \$30,858.

**Total Standard Budget Request      \$744,082**

**NO EXCEPTION BUDGET REQUEST**

**Total Agency Budget Request      \$744,082**

Agency Name: JUDICIAL DISTRICT 1-B Approp. Org. Name: ADMINISTRATION Expense Org. Name: ADMINISTRATION		Ch. 17 Base to Standard Reconciliation				Wyoming On-Line Financial System Code				APPR UNIT
1		2	3	4	5	6	7	8	9	
Description		Actual Expenditures 2003-2004	Base Budget	Budget Division or Agency Adj's to Base	Agency Net to Zero/Other Changes	Standard Budget Col. 3+4+5	Exception Request	Total Agency Request	District Judge's Budget Comm. Recommendation	
Code										
EXPENDITURES										
SALARIES-SET BY LAW	0101	191,673	200,000	12,200	0	212,200	0	212,200	212,200	
SALARIES CLASSIFIED	0103	239,745	217,708	17,668	0	235,376	0	235,376	235,376	
SALARIES OTHER	0104	0	40,928	2,488	0	43,416	0	43,416	43,416	
EMPLOYER PD BENEFITS	0105	128,984	145,862	31,953	0	177,815	0	177,815	177,815	
EXTERNAL COST ADJ - SALARIES	0198	0	0	11,991	0	11,991	0	11,991	11,991	
EXTERNAL COST ADJ - BENEFITS	0199	0	0	2,530	0	2,530	0	2,530	2,530	
PERSONAL SERVICES	0100	560,402	604,498	78,830	0	683,328	0	683,328	683,328	
EQUIPMENT REP & MNTC	0202	1,484	2,880	0	0	2,880	0	2,880	2,880	
UTILITIES	0203	0	0	0	0	0	0	0	0	
COMMUNICATION	0204	4,240	7,842	0	0	7,842	0	7,842	7,842	
DUES-LICENSES-REGIST	0207	1,405	1,603	0	0	1,603	0	1,603	1,603	
DATA PROCESSING	0209	0	480	0	0	480	0	480	480	
MISCELLANEOUS	0210	0	96	0	0	96	0	96	96	
TRAVEL IN STATE	0221	2,308	3,504	0	0	3,504	0	3,504	3,504	
TRAVEL OUT OF STATE	0222	1,406	2,400	0	0	2,400	0	2,400	2,400	
OFFICE SUPPL-PRINTING	0231	4,433	3,840	0	0	3,840	0	3,840	3,840	
FOOD SVC SUPPL	0234	0	0	0	0	0	0	0	0	
EDUCA-RECREA INL SUPP	0236	2,336	6,240	0	0	6,240	0	6,240	6,240	
SOFT GOODS&HOUSEKPNG	0237	375	291	0	0	291	0	291	291	
OTH REPAIR-MAINT SUP	0239	0	0	0	0	0	0	0	0	
OFFICE EQUIP-FURNISH	0241	18,925	0	0	0	0	0	0	0	
DP REPRODUCT OTHER EQ	0242	6,071	0	0	0	0	0	0	0	
EQUIPMENT RENTAL	0252	0	0	0	0	0	0	0	0	
SUPPORTIVE SERVICES	0200	42,983	29,176	0	0	29,176	0	29,176	29,176	
CENTRAL-SER DATA-SER	0410	120	0	0	0	0	0	0	0	
TELECOMMUNICATIONS	0420	0	720	0	0	720	0	720	720	
EQUIPMENT SERVICE CENTER	0430	0	0	0	0	0	0	0	0	
CENT. SERV. DATA SERV.	0400	120	720	0	0	720	0	720	720	
PROFESSIONAL FEES	0901	3,981	30,858	0	0	30,858	0	30,858	30,858	
SPECIAL PROJ & SVCS	0903	0	0	0	0	0	0	0	0	
CONTRACTUAL TRAVEL	0905	0	0	0	0	0	0	0	0	
CONTRACTUAL SERVICES	0900	3,981	30,858	0	0	30,858	0	30,858	30,858	
EXPENDITURE TOTALS		607,486	665,252	78,830	0	744,082	0	744,082	744,082	
MEANS OF FUNDING										
GENERAL FUND	1001	607,486	665,252	78,830	0	744,082	0	744,082	744,082	
GENERAL FUND	G	607,486	665,252	78,830	0	744,082	0	744,082	744,082	
TOTAL FUNDING		607,486	665,252	78,830	0	744,082	0	744,082	744,082	
AUTHORIZED EMPLOYEES										
FULL TIME EMPLOYEE COUNT		0	3	0	0	3	0	3	3	
PART TIME EMPLOYEE COUNT		0	1	0	0	1	0	1	1	
AUTHORIZED EMPLOYEES		0	4	0	0	4	0	4	4	
TOTAL AUTHORIZED EMPLOYEES		0	4	0	0	4	0	4	4	