

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	526,236	702,580	74,988	0	777,568	1,500	779,068	779,068
TOTAL BY EXPENSE ORGS		526,236	702,580	74,988	0	777,568	1,500	779,068	779,068
PERSONAL SERVICES	0100	492,634	635,556	76,488	0	712,044	0	712,044	712,044
SUPPORTIVE SERVICES	0200	29,346	39,635	-1,500	0	38,135	1,500	39,635	39,635
CENT.SERV./DATA SERV.	0400	100	720	0	0	720	0	720	720
CONTRACTUAL SERVICES	0900	4,156	26,669	0	0	26,669	0	26,669	26,669
TOTAL BY OBJECT SERIES		526,236	702,580	74,988	0	777,568	1,500	779,068	779,068
GENERAL FUND	G	526,236	702,580	74,988	0	777,568	1,500	779,068	779,068
TOTAL BY FUNDS		526,236	702,580	74,988	0	777,568	1,500	779,068	779,068
FULL TIME EMPLOYEE COUNT		0	4	0	0	4	0	4	4
PART TIME EMPLOYEE COUNT		0	0	0	0	0	0	0	0
TOTAL AUTHORIZED EMPLOYEES		0	4	0	0	4	0	4	4

Agency Name: Judicial District 3A (Evanston)	Agency Number: 125
Approp. Org. Name: Administration	AORG Number: 0100
Expense Org. Name: Administration	EORG Number: 0101

**EXPENSE ORGANIZATION OVERVIEW.**

The District Court and the position of District Judge are constitutionally created. Both are empowered constitutionally and statutorily. Judicial District 3 comprises Lincoln, Sweetwater and Uinta Counties, with Judicial District 3A operating a traveling court between Lincoln and Uinta Counties.

Objectives and Goals: The court's goals and objectives are to (1) provide a forum in which persons can voice their disputes, (2) give the public their day in court, (3) render the necessary decisions, (4) provide all these functions in a timely manner, (5) keep control of an ever-enlarging docket, (6) keep abreast of changes in case law and statutory law, and (7) the retention of competent personnel.

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

The District Court is a court of unlimited general jurisdiction, which hears and determines matters and cases ranging from (1) all felonies, (2) juvenile matters, (3) probate matters, including estates of decedents, guardianships and conservatorships, (4) adoptions, (5) involuntary commitments to the Wyoming State Hospital, (6) all civil actions not commenced in circuit court, (7) appeals of Workers' Compensation matters, (8) appeals from circuit and municipal courts, and (9) appeals from various state, county and local governmental entities.

Appeals from the District Court proceed directly to the Supreme Court.

The District Judge has the following personnel under his direct supervision and control:

1. Court Reporter. The duties and position of the Court Reporter are set by statute. The Court Reporter is to make a stenographic record of court proceedings and prepare transcripts as mandated by statute.
2. Judicial Assistant. The Judicial Assistant is responsible for maintaining an organized office to meet the needs of the District Judge. This includes acting as the Judge's receptionist, taking telephone calls, scheduling court hearings for lawyers and the public, maintaining the calendar of court dates and trial dates, handling all of the correspondence for the Judge, preparation of vouchers, balancing the monthly budget reports, and keeping various records to ensure that the Judge has available to him at all times any information which he may need.
3. Law Clerk. The Law Clerk is a graduate of an accredited law school and has passed the Wyoming State Bar. The Law Clerk saves the Judge countless hours by doing the legal research required by the Judge.

CONSEQUENCES OF INADEQUATE FUNDING: The required and necessary judicial and administrative services could not be provided to and/or on behalf of the public by this judicial district.

Agency Name: Judicial District 3A (Evanston)	Agency Number: 125
Approp. Org. Name: Administration	AORG Number: 0100
Expense Org. Name: Administration	EORG Number: 0101

**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 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 \$712,044 .

200 Series – Supportive Services: The 200 series funds are used to cover the necessary operating costs for judicial services in Third Judicial District. Standard budget request \$38,135.

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

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. Standard budget request \$26,669.

**Total Standard Budget Request            \$777,568**

**EXCEPTION BUDGET REQUEST NARRATIVE**

**\$1,500 – Out of State Travel 0222: We are requesting \$1,500 in Out of State Travel to cover the expenses associated with conferences and training attended by the Judge and other staff members.**

**Total Exception Budget Request            \$1,500**

**Total Agency Budget Request            \$779,068**

Agency Name: JUDICIAL DISTRICT 3-A Approp. Org. Name: ADMINISTRATION Expense Org. Name: ADMINISTRATION		Wyoming On-Line Financial System Code								
1		Ch. 17 Base to Standard Reconciliation				125 0100 0101 001				101
Description Code		2 Actual Expenditures 2003-2004	3 Base Budget	4 Budget Division or Agency Adj's to Base	5 Agency Net to Zero/Other Changes	6 Standard Budget Col. 3+4+5	7 Exception Request	8 Total Agency Request	9 District Judge's Budget Comm. Recommendation	
EXPENDITURES										
SALARIES-SET BY LAW	0101	191,673	200,000	12,200	0	212,200	0	212,200	212,200	
SALARIES CLASSIFIED	0103	187,496	286,534	10,572	0	297,106	0	297,106	297,106	
EMPLOYER PD BENEFITS	0105	113,465	149,022	37,182	0	186,204	0	186,204	186,204	
EXTERNAL COST ADJ - SALARIES	0198	0	0	13,654	0	13,654	0	13,654	13,654	
EXTERNAL COST ADJ - BENEFITS	0199	0	0	2,880	0	2,880	0	2,880	2,880	
PERSONAL SERVICES	0100	492,634	635,556	76,488	0	712,044	0	712,044	712,044	
EQUIPMENT REP & MNTC	0202	410	2,600	0	0	2,600	0	2,600	2,600	
UTILITIES	0203	122	0	0	0	0	0	0	0	
COMMUNICATION	0204	835	5,004	0	0	5,004	0	5,004	5,004	
DUES-LICENSES-REGIST	0207	224	1,500	0	0	1,500	0	1,500	1,500	
ADVERTISING-PROMOT	0208	0	0	0	0	0	0	0	0	
MISCELLANEOUS	0210	37	0	0	0	0	0	0	0	
TRAVEL IN STATE	0221	8,863	15,260	2,761	0	18,021	0	18,021	18,021	
TRAVEL OUT OF STATE	0222	0	2,000	0	0	2,000	1,500	3,500	3,500	
HOST EXP REIMBURSEMENT	0227	39	0	0	0	0	0	0	0	
OFFICE SUPPL-PRINTING	0231	4,707	6,612	0	0	6,612	0	6,612	6,612	
EDUCA-RECREATNL SUPP	0236	2,395	2,170	0	0	2,170	0	2,170	2,170	
SOFT GOODS&HOUSEKPNG	0237	0	228	0	0	228	0	228	228	
OFFICE EQUIP-FURNISH	0241	752	0	0	0	0	0	0	0	
DP REPRODUCT OTHER EQ	0242	10,962	1,500	-1,500	0	0	0	0	0	
TRANSPORTATION-VEHICLES	0243	0	0	0	0	0	0	0	0	
CENT-SER-OFF-MCH-REP	0291	0	2,761	-2,761	0	0	0	0	0	
SUPPORTIVE SERVICES	0200	29,346	39,635	-1,500	0	38,135	1,500	39,635	39,635	
CENTRAL-SER DATA-SER	0410	100	0	0	0	0	0	0	0	
TELECOMMUNICATIONS	0420	0	0	0	0	0	0	0	0	
EQUIPMENT SERVICE CENTER	0430	0	720	0	0	720	0	720	720	
CENT. SERV./DATA SERV.	0400	100	720	0	0	720	0	720	720	
PROFESSIONAL FEES	0901	4,156	26,669	0	0	26,669	0	26,669	26,669	
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	4,156	26,669	0	0	26,669	0	26,669	26,669	
EXPENDITURE TOTALS		526,236	702,580	74,988	0	777,568	1,500	779,068	779,068	
MEANS OF FUNDING										
GENERAL FUND	1001	526,236	702,580	74,988	0	777,568	1,500	779,068	779,068	
GENERAL FUND	G	526,236	702,580	74,988	0	777,568	1,500	779,068	779,068	
TOTAL FUNDING		526,236	702,580	74,988	0	777,568	1,500	779,068	779,068	
AUTHORIZED EMPLOYEES										
FULL TIME EMPLOYEE COUNT		0	4	0	0	4	0	4	4	
PART TIME EMPLOYEE COUNT		0	0	0	0	0	0	0	0	
AUTHORIZED EMPLOYEES		0	4	0	0	4	0	4	4	
TOTAL AUTHORIZED EMPLOYEES		0	4	0	0	4	0	4	4	