

B - AGENCY SUMMARY

Agency Name: JUDICIAL DISTRICT 8-A		Agency Number: 133							
1	2	3	4	5	6	7	8	9	
Description	Code	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	621,713	715,864	81,046	0	796,910	24,000	820,910	820,910
TOTAL BY EXPENSE ORGS		621,713	715,864	81,046	0	796,910	24,000	820,910	820,910
PERSONAL SERVICES	0100	579,899	658,944	81,046	0	739,990	0	739,990	739,990
SUPPORTIVE SERVICES	0200	41,289	47,175	0	0	47,175	24,000	71,175	71,175
CENT.SERV./DATA SERV.	0400	80	720	0	0	720	0	720	720
CONTRACTUAL SERVICES	0900	445	9,025	0	0	9,025	0	9,025	9,025
TOTAL BY OBJECT SERIES		621,713	715,864	81,046	0	796,910	24,000	820,910	820,910
GENERAL FUND	G	621,713	715,864	81,046	0	796,910	24,000	820,910	820,910
TOTAL BY FUNDS		621,713	715,864	81,046	0	796,910	24,000	820,910	820,910
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

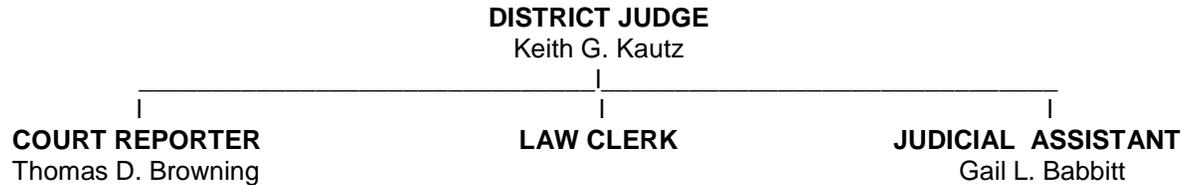
Agency Name: Judicial District 8A (Torrington)	Agency Number: 133
Approp. Org. Name: Administration	AORG Number: 0100
Expense Org. Name: Administration	EORG Number: 0101

The Eighth Judicial District covers Converse, Goshen, Platte and Niobrara Counties. District 8A handles responsibilities entirely in Goshen County and shares responsibilities in conjunction with District 8B for Platte and Niobrara Counties. In addition, the District Judge of 8A is occasionally assigned duties in other districts throughout the State and occasionally assists the Supreme Court when conflicts or health problems with judges of other jurisdictions arise.

Judicial District 8A provides a judicial forum for Criminal Court, Civil Court, Probate Court, Juvenile Court, and acts as an Appellate Court for the Justice of the Peace Court, Circuit Courts, and State Agencies. The matters involved range from the juvenile shoplifters to murderers, from the division of a deceased's estate to questions concerning the propriety of the State Engineer's actions, and family protection orders to divorce trials. The Court also acts as a mediator throughout the State. With the wide spectrum of matters before the Court, the time involved per case can run from five minutes for an uncontested divorce to weeks for a complex water rights trial.

It is the goal of this Court to dispose of matters as promptly as possible, yet provide all parties a full opportunity to present their positions. This Court strives to provide prompt and efficient administration of justice to the citizens that it serves.

ORGANIZATION CHART



Agency Name: Judicial District 8A (Torrington)	Agency Number: 133
Approp. Org. Name: Administration	AORG Number: 0100
Expense Org. Name: Administration	EORG Number: 0101

EXPENSE ORGANIZATION OVERVIEW

JUDICIAL ADMINISTRATION

Wyoming Statutes: §§5-3-101 through 5-3-401 through 5-3-410
 Population Served: General Public.
 Number of Clients Served: N/A (Efficient judicial administration serves all of the public)
 Funding: 100% General Fund.

Program Descriptions and Objectives: The District’s administrative staff currently consists of four full-time positions. Those positions include the District Judge, Court Reporter, Law Clerk and Judicial Assistant.

Full time offices are maintained in Torrington. In addition, minimal facilities are maintained in Wheatland and Lusk. The Judicial Assistant types correspondence, decision letters, opinions, court orders, case management orders, etc., maintains the library, orders officer supplies, submits vouchers through the WOLF system, maintains travel expense records and submits the same through the WOLF system, prepares and oversees all budgeting matters, submits medical insurance claims, and acts as a receptionist. The Judicial Assistant schedules hearings for Judge Kautz in all four counties in the district, and coordinates that schedule with attorneys’ schedules. The Judicial Assistant also schedules facilities and hearings for the Office of Administrative Hearings (ie: workers’ comp., unemployment, licenses). The Court Reporter records verbatim stenographically anything requested by the Court or attorneys and then, when requested, transcribes it to printed form. The Court Reporter also maintains all exhibits presented in Court. The duties of the District Judge include deciding legally contested matters, advance research on matters that will be coming before him and study of the issues presented to him. This requires extensive use of a legal library, on-line Legal Research materials, and continuing education. Pre-trial conferences are held to minimize the time required for trial. The Judge presides over jury trials. The Judge is the administrator of this office and gives time to maintaining good public relations. To provide judicial services, the District Judge travels regularly within the district, and also provides services to other judicial districts. This District Judge also accepts assignments of disputes from other Districts for mediation pursuant to WRCP 40.

No federal program funds are included in this budget.

STANDARD BUDGET REQUEST NARRATIVE

100 Series – Personal Services: The 100 series funds are used to provide for a judge, judicial assistant, law clerk and a court reporter. 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 \$739,990.

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Approp. Org. Name: Administration	AORG Number: 0100
Expense Org. Name: Administration	EORG Number: 0101

200 Series – Supportive Services: The 200 series funds are used to cover the necessary operating costs for judicial services in the Eighth Judicial District. Standard budget request \$47,175.

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 provided by the Department of Administration and Information – Accounting Division CTD for 2007-2008. 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 and for a court commissioner, if necessary. Standard budget request \$9,025.

Total Standard Budget Request \$796,910

EXCEPTION BUDGET REQUEST NARRATIVE

\$24,000 – Transportation Equipment 0243: A permanently assigned vehicle is requested based on the number of miles the judge travels for the State of Wyoming in his judicial capacity. In FY2004 a total of 21,962 miles were traveled at a cost to the state of \$8,894 and in FY2005 a total of 13,620 miles were traveled at a cost of \$5,516 to the State of Wyoming. If the mileage reimbursement rate remains at .485 during the next biennium those same miles will cost the state an average of \$8,628. ((21,962+13,620/2 = 17,791 avg. miles X .485 = \$8,628) After the initial purchase of a vehicle, the projected annual maintenance fee of \$4,440 would save the state approximately \$4,188 per year. This request first had to meet criteria set out in a policy adopted by the Board of Judicial Policy and Administration regarding permanently assigned vehicles. The Board of Judicial Policy and Administration reviewed the request and unanimously recommended approval. THIS IS A ONE TIME REQUEST.

Total Exception Budget Request \$24,000

Total Agency Budget Request \$820,910

Agency Name: JUDICIAL DISTRICT 8-A		Wyoming On-Line Financial System Code				APPR UNIT			
Approp. Org. Name: ADMINISTRATION		AGY	AORG	EORG	FUND	101			
Expense Org. Name: ADMINISTRATION		133	0100	0101	001	101			
1		Ch. 17 Base to Standard Reconciliation							
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	244,465	286,534	8,512	0	295,046	0	295,046	295,046
SALARIES OTHER	0104		0	0	0	0	0	0	0
EMPLOYER PD BENEFITS	0105	143,761	172,410	43,931	0	216,341	0	216,341	216,341
EXTERNAL COST ADJ - SALARIES	0198	0	0	13,545	0	13,545	0	13,545	13,545
EXTERNAL COST ADJ - BENEFITS	0199	0	0	2,858	0	2,858	0	2,858	2,858
PERSONAL SERVICES	0100	579,899	658,944	81,046	0	739,990	0	739,990	739,990
EQUIPMENT REP & MNTC	0202	1,156	3,141	0	0	3,141	0	3,141	3,141
UTILITIES	0203	676	2,207	0	0	2,207	0	2,207	2,207
COMMUNICATION	0204	7,953	9,516	0	0	9,516	0	9,516	9,516
DUES-LICENSES-REGIST	0207	1,795	3,093	0	0	3,093	0	3,093	3,093
DATA PROCESSING	0209	0	0	0	0	0	0	0	0
MISCELLANEOUS	0210	0	0	0	0	0	0	0	0
TRAVEL IN STATE	0221	12,902	13,691	0	0	13,691	0	13,691	13,691
TRAVEL OUT OF STATE	0222	1,822	5,040	0	0	5,040	0	5,040	5,040
OFFICE SUPPL-PRINTING	0231	3,887	4,226	0	0	4,226	0	4,226	4,226
EDUCA-RECREATNL SUPP	0236	1,528	6,261	0	0	6,261	0	6,261	6,261
SOFT GOODS&HOUSEKPNG	0237	0	0	0	0	0	0	0	0
OFFICE EQUIP-FURNISH	0241	8,350	0	0	0	0	0	0	0
DP REPRODUCT OTH EQU	0242	1,220	0	0	0	0	0	0	0
TRANSPORTATION EQUIPMENT	0243	0	0	0	0	0	24,000	24,000	24,000
EQUIPMENT RENTAL	0252	0	0	0	0	0	0	0	0
SUPPORTIVE SERVICES	0200	41,289	47,175	0	0	47,175	24,000	71,175	71,175
CENTRAL-SER DATA-SER	0410	80	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	80	720	0	0	720	0	720	720
PROFESSIONAL FEES	0901	445	9,025	0	0	9,025	0	9,025	9,025
CONSULTING SERVICES	0902	0	0	0	0	0	0	0	0
SPECIAL PROJ & SVCS	0903	0	0	0	0	0	0	0	0
CONTRACTUAL SERVICES	0900	445	9,025	0	0	9,025	0	9,025	9,025
EXPENDITURE TOTALS		621,713	715,864	81,046	0	796,910	24,000	820,910	820,910
MEANS OF FUNDING									
GENERAL FUND	1001	621,713	715,864	81,046	0	796,910	24,000	820,910	820,910
GENERAL FUND	G	621,713	715,864	81,046	0	796,910	24,000	820,910	820,910
TOTAL FUNDING		621,713	715,864	81,046	0	796,910	24,000	820,910	820,910
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