



STATE OF WYOMING

2009-2010

BIENNIUM BUDGET REQUEST

JUDICIAL DISTRICT 5B 128

Agency Name and Number

Submitted by:

Steven Cranfill

Signature

Name

Steven Cranfill

Title

District Court Judge

Person(s) responsible for the preparation of this budget:

Dixie Hunter

Mary M Barrows

Dixie Hunter

Mary M Barrows

Judicial Assistant

Official Court Reporter

B - AGENCY SUMMARY

| Agency Name: JUDICIAL DISTRICT 5-B | | Agency Number: 128 | | | | | | | |
|------------------------------------|------|-------------------------------|-------------|---------------------|----------------------------------|----------------------------|-------------------|----------------------|--|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | |
| Description | Code | Actual Expenditures 2005-2006 | Base Budget | Adjustments 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 | 644,094 | 747,241 | 133,438 | 0 | 880,679 | 0 | 880,679 | 880,679 |
| TOTAL BY EXPENSE ORGS | | 644,094 | 747,241 | 133,438 | 0 | 880,679 | 0 | 880,679 | 880,679 |
| PERSONAL SERVICES | 0100 | 594,865 | 675,382 | 130,798 | 0 | 806,180 | 0 | 806,180 | 806,180 |
| SUPPORTIVE SERVICES | 0200 | 34,016 | 46,807 | 0 | 0 | 46,807 | 0 | 46,807 | 46,807 |
| CENT.SERV./DATA SERV. | 0400 | 1,872 | 720 | 2,640 | 0 | 3,360 | 0 | 3,360 | 3,360 |
| CONTRACTUAL SERVICES | 0900 | 13,341 | 24,332 | 0 | 0 | 24,332 | 0 | 24,332 | 24,332 |
| TOTAL BY OBJECT SERIES | | 644,094 | 747,241 | 133,438 | 0 | 880,679 | 0 | 880,679 | 880,679 |
| GENERAL FUND | G | 644,094 | 747,241 | 133,438 | 0 | 880,679 | 0 | 880,679 | 880,679 |
| TOTAL BY FUNDS | | 644,094 | 747,241 | 133,438 | 0 | 880,679 | 0 | 880,679 | 880,679 |
| 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 |

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| Agency Name: Judicial District 5B (Cody) | Agency Number: 128 |
| Approp. Org. Name: Administration | AORG Number: 0100 |
| Expense Org. Name: Administration | EORG Number: 0101 |

EXPENSE ORGANIZATION OVERVIEW

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 a breast of advancing caseloads, and avoiding delay in disposition of cases, and retention of competent staff personnel. Caseload and disposition statistics are on file with the Supreme Court and available upon request. The District Court is a general jurisdiction court of unlimited jurisdiction, and in the Fifth 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, adoptions)
5. Involuntary commitments to the Wyoming State Hospital.
6. All civil actions not commenced in County Court.
7. Appeals from County and Municipal Courts.
8. Appeals from action of state, county and local government entities.
9. Various writs.

The District court is empowered to convene grand juries and petit juries. 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:
Prepares stenographic records of court proceedings, prepares transcripts, and various office functions. The court reporter is a statutory position.
2. Judicial Assistant:
In the area covered by Judicial District 5B there are over 60 attorneys who are constantly corresponding with or calling the Judge's chambers or appearing in person with requests for hearings in various matters. The Judicial Assistant responsibilities include managing the court docket, handling all correspondence, telephone receptionist, transcribing responsibilities for Judge, making appointments, preparing statistical and financial reports, budgetary matters, and general public relation assignments.
3. Law Clerk:
The law clerk is a graduate of a credited law school (University of Wyoming) and has passed the Wyoming State Bar. Salary and employee-paid benefits are paid by the Court's budget. The law clerk does legal research, which saves countless hours of judicial

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time. Without research by the law clerk, the judge would be required to spend many hours each week out of the courtroom and not handling judicial business, but on the contrary, in the Park County Law Library doing research. Obviously, the law clerk makes it more expeditious for the Judge in maintaining the caseload in its present status.

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 \$806,180.

200 Series – Supportive Services: The 200 series funds are used to cover the necessary operating costs for judicial services in the Fifth Judicial District. Standard budget request \$46,807.

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 the next biennium. Standard budget request \$3,360.

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. Standard budget request \$24,332.

Total Standard Budget Request \$880,679

NO EXCEPTION BUDGET REQUEST

Total Agency Budget Request \$880,679

| Agency Name: JUDICIAL DISTRICT 5-B Approp. Org. Name: ADMINISTRATION Expense Org. Name: ADMINISTRATION | | Wyoming On-Line Financial System Code | | | | | | | APPR UNIT |
|--|------|--|-------------|---------------------|----------------------------------|----------------------------|-------------------|----------------------|--|
| | | Ch. 17 Base to Standard Reconciliation | | | AGY | AORG | EORG | FUND | 101 |
| 1 | | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| Description | Code | Actual Expenditures 2005-2006 | Base Budget | Adjustments 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 |
| EXPENDITURES | | | | | | | | | |
| SALARIES-SET BY LAW | 0101 | 207,600 | 212,200 | 15,000 | 0 | 227,200 | 0 | 227,200 | 227,200 |
| SALARIES CLASSIFIED | 0103 | 251,920 | 302,193 | 54,007 | 0 | 356,200 | 0 | 356,200 | 356,200 |
| SALARIES OTHER | 0104 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| EMPLOYER PD BENEFITS | 0105 | 135,346 | 160,989 | 46,209 | 0 | 207,198 | 0 | 207,198 | 207,198 |
| EXTERNAL COST ADJ - SALARIES | 0198 | 0 | 0 | 12,901 | 0 | 12,901 | 0 | 12,901 | 12,901 |
| EXTERNAL COST ADJ - BENEFITS | 0199 | 0 | 0 | 2,681 | 0 | 2,681 | 0 | 2,681 | 2,681 |
| PERSONAL SERVICES | 0100 | 594,865 | 675,382 | 130,798 | 0 | 806,180 | 0 | 806,180 | 806,180 |
| EQUIPMENT REP & MNTC | 0202 | 0 | 1,323 | 0 | 0 | 1,323 | 0 | 1,323 | 1,323 |
| UTILITIES | 0203 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| COMMUNICATION | 0204 | 1 | 2,909 | 0 | 0 | 2,909 | 0 | 2,909 | 2,909 |
| DUES-LICENSES-REGIST | 0207 | 1,305 | 384 | 0 | 0 | 384 | 0 | 384 | 384 |
| ADVERTISING-PROMOTION | 0208 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| MISCELLANEOUS | 0210 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TRAVEL IN STATE | 0221 | 16,443 | 19,324 | 0 | 0 | 19,324 | 0 | 19,324 | 19,324 |
| TRAVEL OUT OF STATE | 0222 | 4,118 | 7,680 | 0 | 0 | 7,680 | 0 | 7,680 | 7,680 |
| OFFICE SUPPL-PRINTING | 0231 | 1,778 | 2,880 | 0 | 0 | 2,880 | 0 | 2,880 | 2,880 |
| EDUCA-RECREATNL SUPP | 0236 | 6,723 | 12,307 | 0 | 0 | 12,307 | 0 | 12,307 | 12,307 |
| SOFT GOODS&HOUSEKPNG | 0237 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| OTH REPAIRS-MAINT SUPP | 0239 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| OFFICE EQUIP-FURNISH | 0241 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| DP REPRODUCT OTHER EQ | 0242 | 3,649 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| SUPPORTIVE SERVICES | 0200 | 34,016 | 46,807 | 0 | 0 | 46,807 | 0 | 46,807 | 46,807 |
| CENTRAL-SER DATA-SER | 0410 | 650 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| TELECOMMUNICATIONS | 0420 | 1,222 | 0 | 2,400 | 0 | 2,400 | 0 | 2,400 | 2,400 |
| EQUIPMENT SERVICE CENTER | 0430 | 0 | 720 | 240 | 0 | 960 | 0 | 960 | 960 |
| CENT. SERV./DATA SERV. | 0400 | 1,872 | 720 | 2,640 | 0 | 3,360 | 0 | 3,360 | 3,360 |
| PROFESSIONAL FEES | 0901 | 12,746 | 24,332 | 0 | 0 | 24,332 | 0 | 24,332 | 24,332 |
| CONCULTING SERVICES | 0902 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| CONTRACTUAL TRAVEL | 0905 | 595 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| CONTRACTUAL SERVICES | 0900 | 13,341 | 24,332 | 0 | 0 | 24,332 | 0 | 24,332 | 24,332 |
| EXPENDITURE TOTALS | | 644,094 | 747,241 | 133,438 | 0 | 880,679 | 0 | 880,679 | 880,679 |
| MEANS OF FUNDING | | | | | | | | | |
| GENERAL FUND | 1001 | 644,094 | 747,241 | 133,438 | 0 | 880,679 | 0 | 880,679 | 880,679 |
| GENERAL FUND | G | 644,094 | 747,241 | 133,438 | 0 | 880,679 | 0 | 880,679 | 880,679 |
| TOTAL FUNDING | | 644,094 | 747,241 | 133,438 | 0 | 880,679 | 0 | 880,679 | 880,679 |
| 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 |