



# STATE OF WYOMING

2009-2010

## BIENNIUM BUDGET REQUEST

JUDICIAL DISTRICT 8B 136

Agency Name and Number

Submitted by:

Signature

Name

Title

  
\_\_\_\_\_  
John C. Brooks  
\_\_\_\_\_  
District Judge  
\_\_\_\_\_

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

Brenda Ramseier, Judicial Assistant  
\_\_\_\_\_  
\_\_\_\_\_

B - AGENCY SUMMARY

1		2	3	4	5	6	7	8	9
Description		Actual Expenditures 2005-2006	Base Budget	Adjustment 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		589,595	667,667	62,223	0	729,890	12,000	741,890	741,890
TOTAL BY EXPENSE ORGS		589,595	667,667	62,223	0	729,890	12,000	741,890	741,890
PERSONAL SERVICES 0100		548,872	615,492	71,672	0	687,164	0	687,164	687,164
SUPPORTIVE SERVICES 0200		30,373	41,587	-9,900	0	31,687	10,000	41,687	41,687
CENT.SERV./DATA SERV. 0400		7,971	6,962	451	0	7,413	0	7,413	7,413
CONTRACTUAL SERVICES 0900		2,379	3,626	0	0	3,626	2,000	5,626	5,626
TOTAL BY OBJECT SERIES		589,595	667,667	62,223	0	729,890	12,000	741,890	741,890
GENERAL FUND G		589,595	667,667	62,223	0	729,890	12,000	741,890	741,890
TOTAL BY FUNDS		589,595	667,667	62,223	0	729,890	12,000	741,890	741,890
FULL TIME EMPLOYEE COUNT		0	3	0	0	3	0	3	3
PART TIME EMPLOYEE COUNT		0	0	0	0	0	0	0	0
TOTAL AUTHORIZED EMPLOYEES		0	3	0	0	3	0	3	3

Agency Name: Judicial District 8B (Douglas)	Agency Number: 136
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 Eighth 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.

Wyoming statutes (1977) 5-3-101 through 5-3-410, inclusive, establishes and defines the general responsibility, authority and duties of this agency.

**STANDARD BUDGET REQUEST NARRATIVE.**

100 Series – Personal Services: The 100 series funds are used to provide for a judge, judicial assistant, 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 \$687,164.

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 \$31,687.

400 Series – Central Services: The 400 series funds are used to provide hardware/software support from the Department of Administration and Information. 0420 and 0430 represent estimates provided by the Department of Administration and Information – Accounting Division CTD for the next biennium. Standard budget request \$7,413.

Agency Name: Judicial District 8B (Douglas)	Agency Number: 136
Approp. Org. Name: Administration	AORG Number: 0100
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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 if needed. Standard budget request \$3,626.

**Total Standard Budget Request \$729,890**

**EXCEPTION BUDGET REQUEST NARRATIVE**

**\$2,000 – Communication 0204:** We are requesting \$2,000 to cover the increased cost of postage.

**\$6,000 – Permanently Assigned Vehicles 0223:** We are requesting \$6,000 to cover the monthly maintenance fee of a permanently assigned vehicle. In the past we were able to pay the monthly maintenance fee from in the In-state travel category, however due to increased cost of M & IE and lodging for all employees, we are no longer able to. We are transferring \$4,000 from the In-state Travel category to off-set the maintenance fee and are asking for an additional \$6,000. The total fee is approximately \$400 per month. (\$400 X 24 mos = \$9,600)

**\$1,000 – Office Supplies and Printing 0231:** We are requesting an additional \$1,000 to cover the increased cost of office supplies and printing charges.

**\$1,000 – Education-Recreational Supplies and Books 0236:** We are requesting an additional \$1,000 to cover the increased cost of legal books and publications used by the Judge and Law Clerk.

**\$2,000 – Professional Fees 0901:** We are requesting an additional \$2,000 to cover contract court reporters in the event the Official Court Reporter is not available.

**Total Exception Budget Request \$12,000**

**Total Agency Budget Request \$741,890**

Agency Name: JUDICIAL DISTRICT 8-B		Wyoming On-Line Financial System Code				APPR UNIT				
Approp. Org. Name: ADMINISTRATION		Ch. 17 Base to Standard Reconciliation				AGY 136	AORG 0100	EORG 0101	FUND 001	101
Expense Org. Name: ADMINISTRATION										
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	189,802	223,984	12,454	0	236,438	0	236,438	236,438	
SALARIES OTHER	0104	0	0	0	0	0	0	0	0	
EMPLOYER PD BENEFITS	0105	151,470	179,308	34,538	0	213,846	0	213,846	213,846	
EXTERNAL COST ADJ - SALARIES	0198	0	0	8,015	0	8,015	0	8,015	8,015	
EXTERNAL COST ADJ - BENEFITS	0199	0	0	1,665	0	1,665	0	1,665	1,665	
PERSONAL SERVICES	0100	548,872	615,492	71,672	0	687,164	0	687,164	687,164	
EQUIPMENT REP & MNTC	0202	1,435	767	0	0	767	0	767	767	
UTILITIES	0203	363	0	0	0	0	0	0	0	
COMMUNICATION	0204	3,507	3,339	0	0	3,339	2,000	5,339	5,339	
DUES-LICENSES-REGIST	0207	208	670	0	0	670	0	670	670	
MISCELLANEOUS	0210	0	158	0	0	158	0	158	158	
TRAVEL IN STATE	0221	4,928	15,126	0	-4,000	11,126	0	11,126	11,126	
TRAVEL OUT OF STATE	0222	0	3,360	0	0	3,360	0	3,360	3,360	
PERM-ASSIGNED VEHICLE	0223	10,718	0	0	4,000	4,000	6,000	10,000	10,000	
OFFICE SUPPL-PRINTING	0231	2,861	4,320	0	0	4,320	1,000	5,320	5,320	
EDUCA-RECREATNL SUPP	0236	3,122	3,558	0	0	3,558	1,000	4,558	4,558	
SOFT GOODS&HOUSEKPNG	0237	0	389	0	0	389	0	389	389	
REPAIRS-MTNC	0239	338	0	0	0	0	0	0	0	
OFFICE EQUIP-FURNISH	0241	0	9,900	-9,900	0	0	0	0	0	
DP REPRODUCT OTHER EQUI	0242	2,771	0	0	0	0	0	0	0	
EQUIPMENT RENTAL	0252	73	0	0	0	0	0	0	0	
INSURANCE-BOND PREMS	0254	50	0	0	0	0	0	0	0	
SUPPORTIVE SERVICES	0200	30,373	41,587	-9,900	0	31,687	10,000	41,687	41,687	
CENTRAL-SER DATA-SER	0410	660	0	0	0	0	0	0	0	
TELECOMMUNICATIONS	0420	7,311	6,242	211	0	6,453	0	6,453	6,453	
EQUIPMENT SERVICE CENTER	0430	0	720	240	0	960	0	960	960	
CENT. SERV./DATA SERV.	0400	7,971	6,962	451	0	7,413	0	7,413	7,413	
PROFESSIONAL FEES	0901	2,379	3,626	0	0	3,626	2,000	5,626	7,626	
SPECIAL PROJ & SVCS	0903	0	0	0	0	0	0	0	0	
CONTRACTUAL SERVICES	0900	2,379	3,626	0	0	3,626	2,000	5,626	7,626	
EXPENDITURE TOTALS		589,595	667,667	62,223	0	729,890	12,000	741,890	741,890	
MEANS OF FUNDING										
GENERAL FUND	1001	589,595	667,667	62,223	0	729,890	12,000	741,890	741,890	
GENERAL FUND	G	589,595	667,667	62,223	0	729,890	12,000	741,890	741,890	
TOTAL FUNDING		589,595	667,667	62,223	0	729,890	12,000	741,890	741,890	
AUTHORIZED EMPLOYEES										
FULL TIME EMPLOYEE COUNT		0	3	0	0	3	0	3	3	
PART TIME EMPLOYEE COUNT		0	0	0	0	0	0	0	0	
AUTHORIZED EMPLOYEES		0	3	0	0	3	0	3	3	
TOTAL AUTHORIZED EMPLOYEES		0	3	0	0	3	0	3	3	