



# STATE OF WYOMING

2011-2012

## BIENNIUM BUDGET REQUEST

JUDICIAL DISTRICT 1B 121

Agency Name and Number

Submitted by:

Signature

*Michael K. Davis*

Name

Michael K. Davis

Title

District Judge

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

Michael K. Davis

Lynda R. Hunt, Judicial Assistant

B - AGENCY SUMMARY

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Description		Actual Expenditures 2007-2008	Base Budget	Adjustments to Base	Budget Reductions	Standard Budget Col. 3+4+5	Exception Request	Total Agency Request	District Judge's Budget Comm. Recommendation
ADMINISTRATION 0100		717,613	825,427	41,740	-13,292	853,875	0	853,875	853,875
TOTAL BY EXPENSE ORGS		717,613	825,427	41,740	-13,292	853,875	0	853,875	853,875
PERSONAL SERVICES 0100		667,863	764,433	41,740	0	806,173	0	806,173	806,173
SUPPORTIVE SERVICES 0200		41,705	40,176	3,000	-7,812	35,364	0	35,364	35,364
CENT.SERV./DATA SERV. 0400		735	960	0	-480	480	0	480	480
CONTRACTUAL SERVICES 0900		7,310	19,858	-3,000	-5,000	11,858	0	11,858	11,858
TOTAL BY OBJECT SERIES		717,613	825,427	41,740	-13,292	853,875	0	853,875	853,875
GENERAL FUND G		717,613	825,427	41,740	-13,292	853,875	0	853,875	853,875
TOTAL BY FUNDS		717,613	825,427	41,740	-13,292	853,875	0	853,875	853,875
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	Division Number: 0100
Expense Org. Name: Administration	Unit 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.

200 Series – Supportive Services: The 200 series funds are used to cover the necessary operating costs for judicial services in Laramie County.

400 Series – Central Services: The 400 series funds are used for hardware/software support with the Department of Administration and Information.

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

Agency Name: Judicial District 1B (Cheyenne)	Agency Number: 121
Approp. Org. Name: Administration	Division Number: 0100
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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.

**Total Standard Budget Request      \$853,875**

**NO EXCEPTION BUDGET REQUEST**

**Total Agency Budget Request      \$853,875**

Agency Name: JUDICIAL DISTRICT 1-B		Wyoming On-Line Financial System Code					AGY DIVISION UNIT FUND			APPR UNIT	
Approp. Org. Name: ADMINISTRATION		Ch. 17 Base to Standard Reconciliation					121	0100	0101	001	101
Expense Org. Name: ADMINISTRATION											
1		2	3	4	5	6	7	8	9		
Description	Code	Actual Expenditures 2007-2008	Base Budget	Adjustments to Base	Budget Reductions	Standard Budget Col. 3+4+5	Exception Request	Total Agency Request	District Judges Budget Comm. Recommendation		
EXPENDITURES											
SALARIES-SET BY LAW	0101	214,567	227,200	23,200	0	250,400	0	250,400	250,400		
SALARIES CLASSIFIED	0103	287,654	268,480	7,502	0	275,982	0	275,982	275,982		
SALARIES OTHER	0104	0	54,860	0	0	54,860	0	54,860	54,860		
EMPLOYER PD BENEFITS	0105	165,642	213,893	11,038	0	224,931	0	224,931	224,931		
EXTERNAL COST ADJ - SALARIES	0198	0	0	0	0	0	0	0	0		
EXTERNAL COST ADJ - BENEFITS	0199	0	0	0	0	0	0	0	0		
PERSONAL SERVICES	0100	667,863	764,433	41,740	0	806,173	0	806,173	806,173		
EQUIPMENT REP & MNTC	0202	1,795	2,880	0	0	2,880	0	2,880	2,880		
UTILITIES	0203	3,306	0	0	0	0	0	0	0		
COMMUNICATION	0204	0	7,842	0	0	7,842	0	7,842	7,842		
DUES-LICENSES-REGIST	0207	1,931	1,603	0	0	1,603	0	1,603	1,603		
DATA PROCESSING	0209	0	480	0	0	480	0	480	480		
MISCELLANEOUS	0210	26	96	0	0	96	0	96	96		
TRAVEL IN STATE	0221	3,972	6,504	0	-2,902	3,602	0	3,602	3,602		
TRAVEL OUT OF STATE	0222	2,558	4,400	0	-1,850	2,550	0	2,550	2,550		
OFFICE SUPPL-PRINTING	0231	9,248	9,840	3,000	-3,060	9,780	0	9,780	9,780		
EDUCA-RECREATNL SUPP	0236	2,816	6,240	0	0	6,240	0	6,240	6,240		
SOFT GOODS&HOUSEKPNG	0237	645	291	0	0	291	0	291	291		
OFFICE EQUIP-FURNISH	0241	11,466	0	0	0	0	0	0	0		
DP REPRODUCT OTHER EQ	0242	1,462	0	0	0	0	0	0	0		
REAL PROPERTY RENTAL	0251	1,260	0	0	0	0	0	0	0		
MTNC CONTRACTS EXTERNAL	0292	1,220	0	0	0	0	0	0	0		
SUPPORTIVE SERVICES	0200	41,705	40,176	3,000	-7,812	35,364	0	35,364	35,364		
CENTRAL-SER DATA-SER	0410	360	0	0	0	0	0	0	0		
TELECOMMUNICATIONS	0420	0	0	0	0	0	0	0	0		
EQUIPMENT SERVICE CENTER	0430	375	960	0	-480	480	0	480	480		
CENT. SERV./DATA SERV.	0400	735	960	0	-480	480	0	480	480		
PROFESSIONAL FEES	0901	7,310	19,858	-3,000	-5,000	11,858	0	11,858	11,858		
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	7,310	19,858	-3,000	-5,000	11,858	0	11,858	11,858		
EXPENDITURE TOTALS		717,613	825,427	41,740	-13,292	853,875	0	853,875	853,875		
MEANS OF FUNDING											
GENERAL FUND	1001	717,613	825,427	41,740	-13,292	853,875	0	853,875	853,875		
GENERAL FUND	G	717,613	825,427	41,740	-13,292	853,875	0	853,875	853,875		
TOTAL FUNDING		717,613	825,427	41,740	-13,292	853,875	0	853,875	853,875		
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		