



# STATE OF WYOMING

2011-2012

## BIENNIUM BUDGET REQUEST

JUDICIAL DISTRICT 5B 128

Agency Name and Number

Submitted by:

Signature

Name

Title

*Steven Cranfill*  
\_\_\_\_\_  
STEVEN CRANFILL  
\_\_\_\_\_  
District Judge  
\_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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 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	751,229	880,679	52,874	-19,489	914,064	0	914,064	914,064
TOTAL BY EXPENSE ORGS		751,229	880,679	52,874	-19,489	914,064	0	914,064	914,064
PERSONAL SERVICES	0100	705,536	806,180	52,874	0	859,054	0	859,054	859,054
SUPPORTIVE SERVICES	0200	37,473	46,807	0	-9,009	37,798	0	37,798	37,798
CENT.SERV./DATA SERV.	0400	1,850	3,360	0	-480	2,880	0	2,880	2,880
CONTRACTUAL SERVICES	0900	6,370	24,332	0	-10,000	14,332	0	14,332	14,332
TOTAL BY OBJECT SERIES		751,229	880,679	52,874	-19,489	914,064	0	914,064	914,064
GENERAL FUND	G	751,229	880,679	52,874	-19,489	914,064	0	914,064	914,064
TOTAL BY FUNDS		751,229	880,679	52,874	-19,489	914,064	0	914,064	914,064
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 5B (Cody)	Agency Number: 128
Approp. Org. Name: Administration	Division Number: 0100
Expense Org. Name: Administration	Unit 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

Agency Name: Judicial District 5B (Cody)	Agency Number: 128
Approp. Org. Name: Administration	Division Number: 0100
Expense Org. Name: Administration	Unit Number: 0101

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.

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

400 Series – Central Services: The 400 series funds are used to provide hardware/software support from 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.

**Total Standard Budget Request            \$914,064**

**NO EXCEPTION BUDGET REQUEST**

**Total Agency Budget Request            \$914,064**

Agency Name: JUDICIAL DISTRICT 5-B		Ch. 17 Base to Standard Reconciliation				Wyoming On-Line Financial System Code				
Approp. Org. Name: ADMINISTRATION						AGY	DIVISION	UNIT	FUND	APPR UNIT
Expense Org. Name: ADMINISTRATION						128	0100	0101	001	101
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	210,892	227,200	23,200	0	250,400	0	250,400	250,400	
SALARIES CLASSIFIED	0103	331,011	369,101	3,951	0	373,052	0	373,052	373,052	
SALARIES OTHER	0104	0	0	0	0	0	0	0	0	
EMPLOYER PD BENEFITS	0105	163,633	209,879	25,723	0	235,602	0	235,602	235,602	
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	705,536	806,180	52,874	0	859,054	0	859,054	859,054	
EQUIPMENT REP & MNTC	0202	0	1,323	0	-1,000	323	0	323	323	
UTILITIES	0203	0	0	0	0	0	0	0	0	
COMMUNICATION	0204	0	2,909	0	0	2,909	0	2,909	2,909	
DUES-LICENSES-REGIST	0207	2,635	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	20,367	19,324	0	0	19,324	0	19,324	19,324	
TRAVEL OUT OF STATE	0222	1,930	7,680	0	-5,000	2,680	0	2,680	2,680	
OFFICE SUPPL-PRINTING	0231	5,632	2,880	0	0	2,880	0	2,880	2,880	
EDUCA-RECREATNL SUPP	0236	2,473	12,307	0	-3,009	9,298	0	9,298	9,298	
SOFT GOODS&HOUSEKPNG	0237	659	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	3,777	0	0	0	0	0	0	0	
SUPPORTIVE SERVICES	0200	37,474	46,807	0	-9,009	37,798	0	37,798	37,798	
CENTRAL-SER DATA-SER	0410	360	0	0	0	0	0	0	0	
TELECOMMUNICATIONS	0420	1,115	2,400	0	0	2,400	0	2,400	2,400	
EQUIPMENT SERVICE CENTER	0430	375	960	0	-480	480	0	480	480	
CENT. SERV./DATA SERV.	0400	1,850	3,360	0	-480	2,880	0	2,880	2,880	
PROFESSIONAL FEES	0901	6,370	24,332	0	-10,000	14,332	0	14,332	14,332	
CONCULTING SERVICES	0902	0	0	0	0	0	0	0	0	
CONTRACTUAL TRAVEL	0905	0	0	0	0	0	0	0	0	
CONTRACTUAL SERVICES	0900	6,370	24,332	0	-10,000	14,332	0	14,332	14,332	
EXPENDITURE TOTALS		751,229	880,679	52,874	-19,489	914,064	0	914,064	914,064	
MEANS OF FUNDING										
GENERAL FUND	1001	751,229	880,679	52,874	-19,489	914,064	0	914,064	914,064	
GENERAL FUND	G	751,229	880,679	52,874	-19,489	914,064	0	914,064	914,064	
TOTAL FUNDING		751,229	880,679	52,874	-19,489	914,064	0	914,064	914,064	
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	