STATE OF WYOMING

2013-2014

BIENNIUM BUDGET REQUEST

JUDICIAL DISTRICT 1A 120

Agency Name and Number

Submitted by:

Signature _____

Name Thomas Campbell

Title District Judge

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

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B - AGENCY SUMMARY

Agency Name: JUDICIAL DISTRICT 1-A **Agency Number:** 120

1 Description	Code	2 Actual Expenditures 2009-2010	3 Base Budget	4 Adjustments to Base	5 Budget Reductions	6 Standard Budget Col. 3+4+5	7 Exception Request	8 Total Agency Request	9 District Judge's Budget Comm. Recommendation
ADMINISTRATION	0100	772,650	937,805	19,670	0	957,475	11,500	968,975	968,975
TOTAL BY EXPENSE ORGS		772,650	937,805	19,670	0	957,475	11,500	968,975	968,975
PERSONAL SERVICES	0100	740,282	899,385	19,670	0	919,055	0	919,055	919,055
SUPPORTIVE SERVICES	0200	26,618	29,248	0	0	29,248	7,000	36,248	36,248
CENT.SERV./DATA SERV.	0400	480	480	0	0	480	0	480	480
CONTRACTUAL SERVICES	0900	5,270	8,692	0	0	8,692	4,500	13,192	13,192
TOTAL BY OBJECT SERIES		772,650	937,805	19,670	0	957,475	11,500	968,975	968,975
GENERAL FUND	G	772,650	937,805	19,670	0	957,475	11,500	968,975	968,975
TOTAL BY FUNDS		772,650	937,805	19,670	0	957,475	11,500	968,975	968,975
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 1A (Cheyenne)	Agency Number: 120
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.

Agency Name: Judicial District 1A (Cheyenne)	Agency Number: 120
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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 1A. 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 does legal research, which saves countless hours of judicial 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 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 Judge in keeping up with the caseload.

Revenue is generated by collection of statutory reporting fees in civil matters, pursuant to Section 5-3-410, W.S. 2001 Republished Edition, as amended.

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 reflect the increased contribution to the employee retirement plan and 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.

. **Total Standard Budget Request $957,475**

Agency Name: Judicial District 1A (Cheyenne)	Agency Number: 120
Approp. Org. Name: Administration	Division Number: 0100
Expense Org. Name: Administration	Unit Number: 0101

EXCEPTION BUDGET REQUEST

$7,000 – Office Equip-Furnish 0241: $7,000 is requested to purchase of a new copier/printer for the office, as the current machine is very old and repair costs and downtime have become an issue. This is a ONE-TIME REQUEST.

$4,500 – Professional Fees 0901: We are requesting $2,250 per year to cover the cost of interpreters in order to facilitate compliance with the Supreme Court of Wyoming Language Interpreters Policy.

Total Exception Budget Request	**$ 11,500**
Total Agency Budget Request	**$968,975**

Agency Name: JUDICIAL DISTRICT 1-A
Approp. Org. Name: ADMINISTRATION
Expense Org. Name: ADMINISTRATION

Wyoming On-Line Financial System Code

AGY	DIVISION	UNIT	FUND	APPR UNIT
120	0100	0101	001	101

Ch. 17 Base to Standard Reconciliation

1 Description	Code	2 Actual Expenditures 2009-2010	3 Base Budget	4 Adjustments to Base	5 Budget Reductions	6 Standard Budget Col. 3+4+5	7 Exception Request	8 Total Agency Request	9 District Judges Budget Comm. Recommendation
EXPENDITURES									
SALARIES-SET BY LAW	0101	245,006	250,400	0	0	250,400	0	250,400	250,400
SALARIES CLASSIFIED	0103	294,232	341,674	2,000	0	343,674	0	343,674	343,674
SALARIES OTHER	0104	0	54,860	0	0	54,860	0	54,860	54,860
EMPLOYER PD BENEFITS	0105	201,044	252,451	17,670	0	270,121	0	270,121	270,121
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	740,282	899,385	19,670	0	919,055	0	919,055	919,055
EQUIPMENT REP & MNTC	0202	2,198	2,408	0	0	2,408	0	2,408	2,408
UTILITIES	0203	3,271	0	0	0	0	0	0	0
COMMUNICATION	0204	318	5,932	0	0	5,932	0	5,932	5,932
DUES-LICENSES-REGIST	0207	700	1,925	0	0	1,925	0	1,925	1,925
DATA PROCESSING	0209	0	482	0	0	482	0	482	482
MISCELLANEOUS	0210	0	136	0	0	136	0	136	136
TRAVEL IN STATE	0221	2,923	3,540	0	0	3,540	0	3,540	3,540
TRAVEL OUT OF STATE	0222	0	2,410	0	0	2,410	0	2,410	2,410
OFFICE SUPPL-PRINTING	0231	4,229	2,892	0	0	2,892	0	2,892	2,892
EDUCA-RECREATNL SUPP	0236	7,404	9,126	0	0	9,126	0	9,126	9,126
SOFT GOODS&HOUSEKPNG	0237	0	397	0	0	397	0	397	397
OTH REPAIR-MAINT SUP	0239	0	0	0	0	0	0	0	0
OFFICE EQUIP-FURNISH	0241	5,575	0	0	0	0	7,000	7,000	7,000
DP REPRODUCT OTHER EQ	0242	0	0	0	0	0	0	0	0
REAL PROPERTY RENTAL	0251	0	0	0	0	0	0	0	0
SUPPORTIVE SERVICES	0200	26,618	29,248	0	0	29,248	7,000	36,248	36,248
CENTRAL-SER DATA-SER	0410	0	0	0	0	0	0	0	0
TELECOMMUNICATIONS	0420	0	0	0	0	0	0	0	0
EQUIPMENT SERVICE CENTER	0430	480	480	0	0	480	0	480	480
CENT. SERV./DATA SERV.	0400	480	480	0	0	480	0	480	480
PROFESSIONAL FEES	0901	5,270	8,692	0	0	8,692	4,500	13,192	13,192
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	5,270	8,692	0	0	8,692	4,500	13,192	13,192
EXPENDITURE TOTALS		772,650	937,805	19,670	0	957,475	11,500	968,975	968,975
MEANS OF FUNDING									
GENERAL FUND	1001	772,650	937,805	19,670	0	957,475	11,500	968,975	968,975
GENERAL FUND	G	772,650	937,805	19,670	0	957,475	11,500	968,975	968,975
TOTAL FUNDING		772,650	937,805	19,670	0	957,475	11,500	968,975	968,975
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