STATE OF WYOMING

2013-2014

BIENNIUM BUDGET REQUEST

JUDICIAL DISTRICT 3B 124

Agency Name and Number

Submitted by:

Signature

Name JERE RYCKMAN

Title DISTRICT JUDGE

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

Ellen Wilson, Judicial Assistant

B - AGENCY SUMMARY

Agency Name: JUDICIAL DISTRICT 3-B **Agency Number:** 124

1 Description	Code	2 Actual Expenditures 2009-2010	3 Base Budget	4 Adjustment 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	792,546	874,867	37,615	0	912,482	4,500	916,982	916,982
TOTAL BY EXPENSE ORGS		792,546	874,867	37,615	0	912,482	4,500	916,982	916,982
PERSONAL SERVICES	0100	844,928	844,928	37,615	0	882,543	0	882,543	882,543
SUPPORTIVE SERVICES	0200	22,979	22,979	0	0	22,979	8,400	31,379	31,379
CENT.SERV./DATA SERV.	0400	960	960	0	0	960	0	960	960
CONTRACTUAL SERVICES	0900	6,000	6,000	0	0	6,000	4,500	10,500	10,500
TOTAL BY OBJECT SERIES		874,867	874,867	37,615	0	912,482	12,900	925,382	925,382
GENERAL FUND	G	874,867	874,867	37,615	0	912,482	12,900	925,382	925,382
TOTAL BY FUNDS		874,867	874,867	37,615	0	912,482	12,900	925,382	925,382
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 3B (Green River)	Agency Number: 124
Approp. Org. Name: Administration	Division Number: 0100
Expense Org. Name: Administration	Unit Number: 0101

AGENCY FUNCTIONS:

Authority: Wyoming Statutes §§ 5-3-101 through 5-3-111 and 5-3-401 through 5-3-410.

Judicial District 3 is comprised of Sweetwater, Uinta and Lincoln Counties. Judicial District 3B operates in Sweetwater County. The Court's goals and objectives are to (1) provide a forum in which persons can voice their disputes, (2) give the public their day in court, (3) render the necessary decisions, (4) provide all these functions in a timely manner, (5) keep control of an ever-enlarging docket, (6) keep abreast of changes in case law and statutory law, and (7) the retention of competent personnel.

Wyoming Statutes §§ 5-3-404 through 5-3-407 provide that the court reporter furnish the court with transcripts of certain court proceedings. Wyoming Statute §5-3-407 provides that all fees for said transcripts shall be paid out of the state treasury.

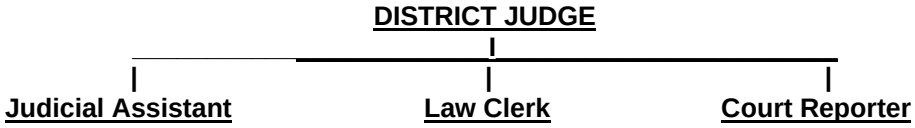
Revenue is generated by collection of reporting fees in civil matters, pursuant to §5-3-410. All reporting fees are deposited in the General Fund.

AGENCY PRIORITIES:

The fundamental priority of the District Courts is to render the best possible judicature for their constituents.

All of the following categories are necessary to provide the public with the best possible service and to ensure that the goals and objectives of judicial district 3B may be reached.

The staff of Judicial District 3B is as follows:



EXPENSE ORGANIZATION OVERVIEW

The District Court and the position of District Judge are constitutionally created. Both are empowered constitutionally and statutorily.

Agency Name: Judicial District 3B (Green River)	Agency Number: 124
Approp. Org. Name: Administration	Division Number: 0100
Expense Org. Name: Administration	Unit Number: 0101

Objectives and Goals: The court's goals and objectives are to (1) provide a forum in which persons can voice their disputes, (2) give the public their day in court, (3) render the necessary decisions, (4) provide all these functions in a timely manner, (5) keep control of an ever-enlarging docket, (6) keep abreast of changes in case law and statutory law, and (7) the retention of competent personnel.

Caseload and disposition statistics are on file with, and available upon request to, the Wyoming Supreme Court.

The District Court is a court of unlimited general jurisdiction, which hears and determines matters and cases ranging from (1) all felonies, (2) juvenile matters, (3) probate matters, including estates of decedents, guardianships and conservatorships, (4) adoptions, (5) involuntary commitments to the Wyoming State Hospital, (6) all civil actions not commenced in circuit court, (7) appeals of Workers' Compensation matters, (7) appeals from circuit and municipal courts, and (8) appeals from various state, county and local governmental entities.

Appeals from the District Court proceed directly to the Supreme Court.

The District Judge has the following personnel under his direct supervision and control:

1. Court Reporter. The duties and position of the Court Reporter are set by statute. The Court Reporter is to make a stenographic record of court proceedings and prepare transcripts as mandated by statute.

2. Judicial Assistant. The Judicial Assistant is responsible for maintaining an organized office to meet the needs of the District Judge. This includes acting as the Judge's receptionist, taking telephone calls, scheduling court hearings for lawyers and the public, maintaining the calendar of court dates and trial dates, handling all of the correspondence for the Judge, preparation of vouchers, balancing the monthly budget reports, and keeping various records to ensure that the Judge has available to him at all times any information which he may need.

3. Law Clerk. The Law Clerk is a graduate of an accredited law school and has passed the Wyoming State Bar. The Law Clerk saves the Judge countless hours by doing the legal research required by the Judge.

Agency Name: Judicial District 3B (Green River)	Agency Number: 124
Approp. Org. Name: Administration	Division Number: 0100
Expense Org. Name: Administration	Unit Number: 0101

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 changes in personnel, the increased contribution to the 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 the Third 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 this 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.

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Total Standard Budget Request $912,482

Agency Name: Judicial District 3B (Green River)		Agency Number: 124
Approp. Org. Name: Administration		Division Number: 0100
Expense Org. Name: Administration		Unit Number: 0101

Exception budget request

$2,000 – Dues-Licenses-Regist 0207: We are requesting an increase of $2,000 to cover the cost of registration at the National Judicial College. It is imperative that the Judge be able to continue receiving judicial education.

$200 – Travel Out of State 0222: We are requesting an increase of $200 to cover the increased costs of out of state travel for judicial education.

$400 – Office Supplies-Printing 0231: We are requesting funds to cover the increase in costs being experienced for office supplies, paper, toner, etc.

$ 5,800 – Office Equip-Furnishings 0241: We are requesting funds to replace the current copier/fax/printer which was purchased in 2006. This machine is being used beyond its capacity and has begun to have mechanical problems. It is anticipated that it will need to be replaced during the 2013-2014 biennium. This is a ONE-TIME REQUEST. Bids have been received.

$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 $ 12,900

Total Agency Budget Request $925,382

Agency Name: JUDICIAL DISTRICT 3-B
Approp. Org. Name: ADMINISTRATION
Expense Org. Name: ADMINISTRATION

Wyoming On-Line Financial System Code

AGY	DIVISION	UNIT	FUND	APPR UNIT
124	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	365,256	402,004	0	0	402,004	0	402,004	402,004
SALARIES OTHER	0104	0	0	0	0	0	0	0	0
EMPLOYER PD BENEFITS	0105	163,436	192,524	37,615	0	230,139	0	230,139	230,139
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	773,698	844,928	37,615	0	882,543	0	882,543	882,543
EQUIPMENT REP & MNTC	0202	0	840	0	0	840	0	840	840
UTILITIES	0203	0	0	0	0	0	0	0	0
COMMUNICATION	0204	1,805	2,082	0	0	2,082	0	2,082	2,082
DUES-LICENSES-REGIST	0207	1,286	1,593	0	0	1,593	2,000	3,593	3,593
DATA PROCESSING	0209	0	0	0	0	0	0	0	0
MISCELLANEOUS	0210	0	72	0	0	72	0	72	72
TRAVEL IN STATE	0221	6,796	7,190	0	0	7,190	0	7,190	7,190
TRAVEL OUT OF STATE	0222	0	1,500	0	0	1,500	200	1,700	1,700
OFFICE SUPPL-PRINTING	0231	4,550	4,730	0	0	4,730	400	5,130	5,130
EDUCA-RECREATNL SUPP	0236	3,319	4,972	0	0	4,972	0	4,972	4,972
SOFT GOODS&HOUSEKPNG	0237	0	0	0	0	0	0	0	0
OFFICE EQUIP-FURNISH	0241	0	0	0	0	0	5,800	5,800	5,800
DP REPRODUCT OTHER EQ	0242	0	0	0	0	0	0	0	0
EQUIPMENT RENTAL	0252	0	0	0	0	0	0	0	0
SUPPORTIVE SERVICES	0200	17,756	22,979	0	0	22,979	8,400	31,379	31,379
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	960	960	0	0	960	0	960	960
CENT. SERV./DATA SERV.	0400	960	960	0	0	960	0	960	960
PROFESSIONAL FEES	0901	132	6,000	0	0	6,000	4,500	10,500	10,500
ENVIRONMENTAL SERV. OTHER	0907	0	0	0	0	0	0	0	0
CONTRACTUAL TRAVEL	0905	0	0	0	0	0	0	0	0
CONTRACTUAL SERVICES	0900	132	6,000	0	0	6,000	4,500	10,500	10,500
EXPENDITURE TOTALS		792,546	874,867	37,615	0	912,482	12,900	925,382	925,382
MEANS OF FUNDING									
GENERAL FUND	1001	792,546	874,867	37,615	0	912,482	12,900	925,382	925,382
GENERAL FUND	G	792,546	874,867	37,615	0	912,482	12,900	925,382	925,382
TOTAL FUNDING		792,546	874,867	37,615	0	912,482	12,900	925,382	925,382
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