



STATE OF WYOMING

2015-2016

BIENNIUM BUDGET REQUEST

JUDICIAL DISTRICT 8A 133

Agency Name and Number

Submitted by:

Signature

Keith G. Kautz

Name

Keith G. Kautz

Title

District Judge - 8A

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

B - AGENCY SUMMARY

Agency Name: JUDICIAL DISTRICT 8-A		Agency Number: 133				
1	2	3	4	5	6	
Description	Code	Base Budget	Standard Budget	Exception Request	Total Agency Request	District Judge's Budget Comm. Recommendation
ADMINISTRATION	0100	984,128	1,025,492	0	1,025,492	1,025,492
TOTAL BY EXPENSE ORGS		984,128	1,025,492	0	1,025,492	1,025,492
PERSONAL SERVICES	0100	920,128	961,492	0	961,492	961,492
SUPPORTIVE SERVICES	0200	55,975	55,975	0	55,975	55,975
CENT.SERV./DATA SERV.	0400	0	0	0	0	0
CONTRACTUAL SERVICES	0900	8,025	8,025	0	8,025	8,025
TOTAL BY OBJECT SERIES		984,128	1,025,492	0	1,025,492	1,025,492
GENERAL FUND	G	984,128	1,025,492	0	1,025,492	1,025,492
TOTAL BY FUNDS		984,128	1,025,492	0	1,025,492	1,025,492
FULL TIME EMPLOYEE COUNT		4	4	0	4	4
PART TIME EMPLOYEE COUNT		0	0	0	0	0
TOTAL AUTHORIZED EMPLOYEES		4	4	0	4	4

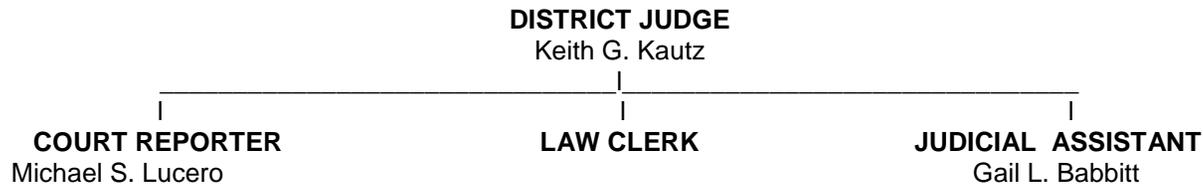
Agency Name: Judicial District 8A (Torrington)	Agency Number: 133
Approp. Org. Name: Administration	Division Number: 0100
Expense Org. Name: Administration	Unit Number: 0101

The Eighth Judicial District covers Converse, Goshen, Platte and Niobrara Counties. District 8A handles responsibilities entirely in Goshen County and shares responsibilities in conjunction with District 8B for Platte and Niobrara Counties. In addition, the District Judge of 8A is occasionally assigned duties in other districts throughout the State and occasionally assists the Supreme Court when conflicts or health problems with judges of other jurisdictions arise.

Judicial District 8A provides a judicial forum for Criminal Court, Civil Court, Probate Court, Juvenile Court, and acts as an Appellate Court for the Municipal Court, Circuit Courts, and State Agencies. The matters involved range from juvenile shoplifters to murderers, from the division of a deceased's estate to questions concerning the propriety of the State Engineer's actions, and family protection orders to divorce trials. The Court also acts as a mediator throughout the State. With the wide spectrum of matters before the Court, the time involved per case can run from five minutes for an uncontested divorce to weeks for a complex water rights trial.

It is the goal of this Court to dispose of matters as promptly as possible, yet provide all parties a full opportunity to present their positions. This Court strives to provide prompt and efficient administration of justice to the citizens that it serves.

ORGANIZATION CHART



Agency Name: Judicial District 8A (Torrington)	Agency Number: 133
Approp. Org. Name: Administration	Division Number: 0100
Expense Org. Name: Administration	Unit Number: 0101

EXPENSE ORGANIZATION OVERVIEW

JUDICIAL ADMINISTRATION

Wyoming Statutes: §§5-3-101 through 5-3-401 through 5-3-410
Population Served: General Public.
Number of Clients Served: N/A (Efficient judicial administration serves all of the public)
Funding: 100% General Fund.

Program Descriptions and Objectives: The District’s administrative staff currently consists of four full-time positions. Those positions include the District Judge, Court Reporter, Law Clerk and Judicial Assistant.

Full time offices are maintained in Torrington. In addition, minimal facilities are maintained in Wheatland and Lusk. The Judicial Assistant types correspondence, decision letters, opinions, court orders, case management orders, etc., maintains the library, orders office supplies, submits vouchers through the WOLF system, maintains travel expense records and submits the same through the WOLF system, prepares and oversees all budgeting matters, submits medical insurance claims, and acts as a receptionist. The Judicial Assistant schedules hearings for Judge Kautz in all four counties in the district, and coordinates that schedule with attorneys’ schedules. The Court Reporter records verbatim stenographically anything requested by the Court or attorneys and then, when requested, transcribes it to printed form. The Court Reporter also maintains all exhibits presented in Court. The duties of the District Judge include deciding legally contested matters, advance research on matters that will be coming before him and study of the issues presented to him. This requires extensive use of a legal library, on-line Legal Research materials, and continuing education. Pre-trial conferences are held to minimize the time required for trial. The Judge presides over jury trials. The Judge is the administrator of this office and gives time to maintaining good public relations. To provide judicial services, the District Judge travels regularly within the district, and also provides services to other judicial districts. This District Judge also accepts assignments of disputes from other Districts for mediation pursuant to WRCP 40.

No federal program funds are included in this budget.

Agency Name: Judicial District 8A (Torrington)	Agency Number: 133
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, law clerk and a court reporter. These funds also provide payment of transcription fees to the court reporter and benefits for all court employees.

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

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 and for a court commissioner, if necessary. They also cover the cost of interpreters in order to facilitate compliance with the Supreme Court of Wyoming Language Interpreter Policy.

Total Standard Budget Request \$1,025,492

NO EXCEPTION BUDGET REQUEST

Total Agency Budget Request \$1,025,492

Agency Name: JUDICIAL DISTRICT 8-A		Wyoming On-Line Financial System Code				
Approp. Org. Name: ADMINISTRATION		AGY	DIVISION	UNIT	FUND	APPR UNIT
Expense Org. Name: ADMINISTRATION		133	0100	0101	001	101
1		2	3	4	5	6
		Base Budget	Standard Budget	Exception Request	Total Agency Request	District Judges Budget Comm. Recommendation
Description	Code					
EXPENDITURES						
SALARIES-SET BY LAW	0101	300,000	300,000	0	300,000	300,000
SALARIES CLASSIFIED	0103	345,564	356,024	0	356,024	356,024
SALARIES OTHER	0104	0	0	0	0	0
EMPLOYER PD BENEFITS	0105	274,564	179,174	0	179,174	179,174
EMPLOYER HEALTH INS BENEFITS	0196	0	126,294	0	126,294	126,294
EXTERNAL COST ADJ - BENEFITS	0199	0	0	0	0	0
PERSONAL SERVICES	0100	920,128	961,492	0	961,492	961,492
EQUIPMENT REP & MNTC	0202	3,141	1,500	0	1,500	1,500
UTILITIES	0203	8,657	10,157	0	10,157	10,157
COMMUNICATION	0204	7,766	2,766	0	2,766	2,766
DUES-LICENSES-REGIST	0207	3,093	5,593	0	5,593	5,593
MISCELLANEOUS	0210	0	0	0	0	0
TRAVEL IN STATE	0221	7,339	9,339	0	9,339	9,339
TRAVEL OUT OF STATE	0222	4,040	4,040	0	4,040	4,040
PERMANENT ASSIGNED VEHICLE	0223	12,552	12,552	0	12,552	12,552
OFFICE SUPPL-PRINTING	0231	4,226	4,867	0	4,867	4,867
EDUCA-RECREATNL SUPP	0236	5,161	5,161	0	5,161	5,161
OFFICE EQUIP-FURNISH	0241	0	0	0	0	0
DP REPRODUCT OTH EQU	0242	0	0	0	0	0
TRANSPORTATION EQUIPMENT	0243	0	0	0	0	0
MAINT CONTRACTS EXT	0292	0	0	0	0	0
SUPPORTIVE SERVICES	0200	55,975	55,975	0	55,975	55,975
CENTRAL-SER DATA-SER	0410	0	0	0	0	0
TELECOMMUNICATIONS	0420	0	0	0	0	0
EQUIPMENT SERVICE CENTER	0430	0	0	0	0	0
CENT. SERV./DATA SERV.	0400	0	0	0	0	0
PROFESSIONAL FEES	0901	8,025	8,025	0	8,025	8,025
CONSULTING SERVICES	0902	0	0	0	0	0
SPECIAL PROJ & SVCS	0903	0	0	0	0	0
CONTRACTUAL SERVICES	0900	8,025	8,025	0	8,025	8,025
EXPENDITURE TOTALS		984,128	1,025,492	0	1,025,492	1,025,492
MEANS OF FUNDING						
GENERAL FUND	1001	984,128	1,025,492	0	1,025,492	1,025,492
GENERAL FUND	G	984,128	1,025,492	0	1,025,492	1,025,492
TOTAL FUNDING		984,128	1,025,492	0	1,025,492	1,025,492
AUTHORIZED EMPLOYEES						
FULL TIME EMPLOYEE COUNT		4	4	0	4	4
PART TIME EMPLOYEE COUNT		0	0	0	0	0
AUTHORIZED EMPLOYEES		4	4	0	4	4
TOTAL AUTHORIZED EMPLOYEES		4	4	0	4	4