



**Court Administration**  
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TO: COUNTY JUDGE AND COMMISSIONERS' COURT  
FROM: PAM DEVAULT, COURT ADMINISTRATOR  
DATE: AUGUST 31, 2012  
RE: SUB COURT REPORTER BUDGET

District Court administration is requesting a \$65,000 budget amendment to correct balances in the Sub Court Reporter fund for FY 2012. In addition to general sub court reporter requests, the shortfall can be attributed to CAC court reporter funds held in contingency, double-dockets held for several courts throughout the year and several special trials (Clerks, Wooten and Cary).

Statute allows court reporters six (6) weeks per year for record preparation, which would account for 54 weeks' sub court reporter work if the maximum were utilized. If record preparation falls behind, the Court of Appeals can forbid a court reporter to sit in their court. This time away from their courtroom duties, as well as allocated PTO, accounts for a majority of the sub court reporter expenditures.

Increasing the annual Sub Court Reporter Budget could minimize the need for annual budget amendments that have occurred over the past few years.

A handwritten signature in black ink, appearing to read "Pam Devault".