



# JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT BUDGET  
ADVISORY COMMITTEE

## TRIAL COURT BUDGET ADVISORY COMMITTEE FISCAL PLANNING SUBCOMMITTEE

### MATERIALS FOR SEPTEMBER 17, 2020 MEETING

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# JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT BUDGET  
ADVISORY COMMITTEE

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## TRIAL COURT BUDGET ADVISORY COMMITTEE

### FISCAL PLANNING SUBCOMMITTEE

#### NOTICE AND AGENDA OF OPEN MEETING

Open to the Public (Cal. Rules of Court, rule 10.75(c)(1) and (e)(1))

THIS MEETING IS BEING CONDUCTED BY ELECTRONIC MEANS

THIS MEETING IS BEING RECORDED

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**Date:** September 17, 2020  
**Time:** 9:30 a.m. - 10:00 a.m.  
**Public Call-in Number:** 1-877-820-7831, Pass Code: 1884843 (listen only)

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Meeting materials will be posted on the advisory body web page on the California Courts website at least three business days before the meeting.

Members of the public seeking to make an audio recording of the meeting must submit a written request at least two business days before the meeting. Requests can be e-mailed to [tcbac@jud.ca.gov](mailto:tcbac@jud.ca.gov).

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#### **I. OPEN MEETING (CAL. RULES OF COURT, RULE 10.75(C)(1))**

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##### **Call to Order and Roll Call**

##### **Approval of Minutes**

Approve minutes of the August 3, 2020 Fiscal Planning Subcommittee meeting.

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#### **II. PUBLIC COMMENT (CAL. RULES OF COURT, RULE 10.75(K)(1))**

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This meeting will be conducted by electronic means with a listen only conference line available for the public. As such, the public may submit comments for this meeting only in writing. In accordance with California Rules of Court, rule 10.75(k)(1), written comments pertaining to any agenda item of a regularly noticed open meeting can be submitted up to one complete business day before the meeting. For this specific meeting, comments should be e-mailed to [tcbac@jud.ca.gov](mailto:tcbac@jud.ca.gov). Only written comments received by 9:30 a.m. on September 16, 2020 will be provided to advisory body members prior to the start of the meeting.

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**III. DISCUSSION AND POSSIBLE ACTION ITEMS (1-2)**

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**Item 1**

**Trial Court Trust Fund (TCTF) Funds Held on Behalf of the Trial Courts Requests (Action Item)**

Consideration of a recommendation to the Judicial Council to approve TCTF funds to be held on behalf of the trial courts in response to six new requests and two amended requests from eight trial courts.

Presenter(s)/Facilitator(s): Hon. Jonathan B. Conklin, Chair, Fiscal Planning Subcommittee  
Mr. Catrayel Wood, Senior Analyst, Judicial Council Budget Services

**Item 2**

**Children's Waiting Room (CWR) Report (Action Item)**

Consideration of continued receipt of CWR funds for Los Angeles Superior Court.

Presenter(s)/Facilitator(s): Hon. Jonathan B. Conklin, Chair, Fiscal Planning Subcommittee  
Ms. Oksana Tuk, Senior Analyst, Judicial Council Budget Services

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**IV. INFORMATION ONLY ITEMS (NO ACTION REQUIRED)**

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**None**

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**V. ADJOURNMENT**

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**Adjourn**



JUDICIAL COUNCIL  
OF CALIFORNIA

TRIAL COURT BUDGET  
ADVISORY COMMITTEE

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TRIAL COURT BUDGET ADVISORY COMMITTEE

FISCAL PLANNING SUBCOMMITTEE

MINUTES OF OPEN MEETING

August 3, 2020

1:00 p.m. – 1:30 p.m.

Call in Number: 1-877-820-7831, Pass Code: 1884843 (listen only)

**Advisory Body Members Present:** Judges: Hon. Jonathan B. Conklin (Chair), Hon. Kimberly A. Gaab, and Hon. Charles Margines.

Executive Officers: Ms. Kim Bartleson, Michael D. Planet, Mr. Brian Taylor, and Mr. David H. Yamasaki.

**Advisory Body Members Absent:** Mr. Chad Finke, Mr. Chris Ruhl, and Mr. Shawn Landry

**Others Present:** Ms. Brandy Olivera, Ms. Michele Allan, and Mr. Catrayel Wood

OPEN MEETING

**Call to Order and Roll Call**

The chair called the meeting to order at 1:00 p.m. and roll was called.

**Approval of Minutes**

The advisory body reviewed and approved the minutes of the May 21, 2020 Fiscal Planning Subcommittee (FPS) meeting.

DISCUSSION AND ACTION ITEMS (ITEM 1)

**Item 1 – Children’s Waiting Room Report (Action Item)**

Consideration of continued receipt of Children’s Waiting Room funds for the Riverside and San Bernardino Superior Courts.

Presenter(s)/Facilitator(s): Hon. Jonathan B. Conklin, Chair, Fiscal Planning Subcommittee  
Ms. Oksana Tuk, Senior Budget Analyst, Judicial Council Budget Services

*Action:*

- *FPS unanimously approved the continued receipt of Children’s Waiting Room funds for the Riverside and San Bernardino Superior Courts.*

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**ADJOURNMENT**

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There being no further business, the meeting was adjourned at 1:06 p.m.

Approved by the advisory body on

JUDICIAL COUNCIL OF CALIFORNIA  
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Report to the Fiscal Planning Subcommittee

**(Action Item)**

**Title:** Trial Court Trust Fund (TCTF) Funds Held on Behalf (FHOB) of the Trial Courts Requests

**Date:** 9/17/2020

**Contact:** Catrayel Wood, Senior Analyst, Judicial Council Budget Services  
916-643-7008 | [catrayel.wood@jud.ca.gov](mailto:catrayel.wood@jud.ca.gov)

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**Issue**

Consideration of TCTF funds to be held on behalf of the trial courts in response to six new requests and two amended requests totaling \$3,777,553 from eight trial courts for recommendation to the Judicial Council at its November 13, 2020 business meeting.

**Background**

Government Code section 77203 authorizes trial courts to carry over unexpended funds in certain amounts from the courts' operating budget from the prior fiscal year. Prior to June 30, 2014, trial courts could carry over all unexpended funds from their operating budget from the prior fiscal year. Commencing June 30, 2014, and concluding June 30, 2019, trial courts could carry over unexpended funds in an amount not to exceed 1 percent of their operating budget from the prior fiscal year. Commencing June 30, 2020, trial courts may carry over unexpended funds in an amount not to exceed 3 percent of the court's prior year operating budget.

At the Judicial Council's business meeting on April 15, 2016<sup>1</sup>, the council approved the Trial Court Budget Advisory Committee recommended process, criteria, and required information for trial courts to request TCTF reduced allocations, related to the fund balance cap, be retained in the TCTF as restricted fund balance for the benefit of those courts (Attachment K).

Categories or activities for which funds can be requested to be held include, but are not limited to:

- Projects that extend beyond the original planned three-year process such as delayed deployment of information systems;
- Technology improvements or infrastructure such as a new case management system;
- Facilities maintenance or repair allowed under rule 10.810 of the California Rule of Court;
- Court efficiencies such as online and smart forms for court users; and

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<sup>1</sup> Judicial Council meeting report (April 15, 2016), <https://jcc.legistar.com/View.ashx?M=F&ID=4378277&GUID=57D6B686-EA95-497E-9A07-226CA724ADCB>; Judicial Council meeting minutes (April 15, 2016), <https://jcc.legistar.com/View.ashx?M=M&ID=463457&GUID=194A3350-D97F-452B-ACF4-1EBE6C105CCA>

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- Other court infrastructure projects such as vehicle replacement or copy machine replacement.

**TCTF FHOB Requests**

The TCTF FHOB of the trial courts process requires courts to submit their requests at least 40 business days before the Judicial Council business meeting. Eight courts have submitted requests within this time frame:

**New requests totaling \$2,358,201:**

- \$483,830 request of Alameda Superior Court for tenant improvement projects;
- \$243,833 request of Calaveras Superior Court for several court improvement projects and the replacement of a 13-year-old court vehicle;
- \$358,767 request of Solano Superior Court to replace audio and visual systems;
- \$500,101 request of Sutter Superior Court for technological enhancements and facility modifications;
- \$471,670 request of Shasta Superior Court for several court improvement projects; and
- \$300,000 request of Del Norte for court improvement projects.

**Amended requests \$1,419,352:**

- Request of Colusa Superior Court to amend the fiscal year of project completion from 2020-21 to 2021-22 in the amount of \$642,352; and
- Request of Mendocino Superior Court to amend the fiscal year to expend the remaining \$252,435 balance of its original \$777,000 request from 2019-20 to 2020-21 for a case management system.

**Recommendation**

The recommendation is to approve six new requests and two amended requests totaling \$3,777,553 from eight trial courts for recommendation to the Judicial Council at its November 13, 2020 business meeting.

**Attachments**

- Attachment A:** Summary of Requests for TCTF FHOB of the Court (New Requests)  
**Attachment B:** Application for TCTF FHOB of the Court—Request for Alameda Superior Court (New Request)  
**Attachment C:** Application for TCTF FHOB of the Court—Request for Calaveras Superior Court (New Request)  
**Attachment D:** Application for TCTF FHOB of the Court—Request for Solano Superior Court (New Request)  
**Attachment E:** Application for TCTF FHOB of the Court—Request for Sutter Superior Court (New Request)

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- Attachment F:** Application for TCTF FHOB of the Court—Request for Shasta Superior Court (New Request)
- Attachment G:** Application for TCTF FHOB of the Court—Request for Del Norte Superior Court (New Request)
- Attachment H:** **Summary of Requests for TCTF FHOB of the Court (Amended Requests)**
- Attachment I:** Application for TCTF FHOB of the Court—Request for Colusa Superior Court (Amended Request)
- Attachment J:** Application for TCTF FHOB of the Court—Request for Mendocino Superior Court (Amended Request)
- Attachment K:** *Judicial Council—Approved Process, Criteria, and Required Information for TCTF FHOB of the Courts*




## Summary of Requests for Trial Court Trust Fund Funds to be Held on Behalf of the Court (New Requests)

**Table 1: New Requests for Consideration by the Judicial Council at is November 13, 2020 Business Meeting**

<b>Court</b>	<b>Amount Requested</b>	<b>Category</b>	<b>High Level Summary</b>
Alameda	483,830	Facilities	Tenant Improvement Projects
Calaveras	243,833	Facilities	Court Improvement Projects and Vehicle Replacement
Solano	358,767	Information Technology	Audio and Visual System Replacement
Sutter	500,101	Facilities	Technological Enhancements and Facility Modifications
Shasta	471,670	Facilities	Court Improvement Projects
Del Norte	300,000	Facilities	Court Improvement Projects
	<b><u>2,358,201</u></b>		

## APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:		
<input checked="" type="checkbox"/> <b>NEW REQUEST</b> <i>(Complete Section I, III, and IV only.)</i>  <input type="checkbox"/> <b>AMENDED REQUEST</b> <i>(Complete Sections I through IV.)</i>		
<b>SECTION I: GENERAL INFORMATION</b>		
<b>SUPERIOR COURT:</b> Alameda	<b>PERSON AUTHORIZING REQUEST</b> <i>(Presiding Judge or Court Executive Officer):</i> Chad Finke, Court Executive Officer	
	<b>CONTACT PERSON AND CONTACT INFO:</b> Melanie Lewis, Finance Director 510-891-6038, mlewis@alameda.courts.ca.gov	
<b>DATE OF SUBMISSION:</b> 7/22/2020	<b>TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE:</b> FY20-21	<b>REQUESTED AMOUNT:</b> \$483,830.53
<b>REASON FOR REQUEST</b> <i>(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):</i>  <p>The Court is requesting TCTF Funds Held on Behalf for the following funds for tenant improvement projects (Projects) that are currently in the process of being completed. Due to the COVID-19 pandemic the Projects experienced significant delays due to both restrictions preventing their ability to work and interruptions in their supply chain, delaying purchase and delivery of supplies necessary to complete their work.</p> <p>The total amount requested is \$483,830.53 for the following contractors.</p> <ul style="list-style-type: none"> <li>• G4S Secure Integration, LLC, \$5,982.42</li> <li>• Technical Builders Inc., \$446,619.00</li> <li>• The Key Shack Inc., \$31,229.11</li> </ul>		
<b>SECTION II: AMENDED REQUEST CHANGES</b>		
<p><b>A. Identify sections and answers amended.</b></p>          <p><b>B. Provide a summary of the changes to the request.</b></p>		
<b>SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE</b>		
<p><b>A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.</b></p> <p>The COVID-19 pandemic caused delays in the completion of the tenant improvement projects, so much so that the expected Project completion by the end of last fiscal year, FY19-20, and the end of the three-year encumbrance term, was not possible and therefore the funds encumbered for those projects were not able to be used in time.</p>		

**APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)**

**SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE**

**B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?**

The tenant improvement projects provide much needed updates to areas within multiple courthouses that would benefit both employee and public areas. The tenant improvement projects also provided security updates to multiple courthouses, such as the replacement of keys and locks in courthouse doors and/or adding electronic key card access for employees.

**C. If a cost efficiency, please provide cost comparison (table template provided).**

N/A

**D. Describe the consequences to the court's operations if the court request is not approved.**

If funds are not approved, the Court will either have to cancel the tenant improvement projects due to the likely unavailability of funds during fiscal year 2020-21, or the Court will have to sacrifice other court costs to complete the Project.

**E. Describe the consequences to the public and access to justice if the court request is not approved.**

If funds are not approved, the tenant improvement projects could be put on hold until the Court can obtain available funding.

**F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?**

If funding is not approved, and with the still ongoing COVID-19 pandemic causing the Court to work on a tighter budget this fiscal year, the alternatives would be to cancel the Projects altogether, or to pull funding from other Court projects to make up the difference.

**SECTION IV: FINANCIAL INFORMATION**

Please provide the following (*table template provided for each*):

**A. Three-year history of year-end fund balances, revenues, and expenditures**

Please see attached TCTF Tables Template—Sec. IV.A.

**B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf**

Please see attached TCTF Tables Template—Sec. IV.B.

**C. Identification of all costs, by category and amount, needed to fully implement the project**

Please see attached TCTF Tables Template—Sec. IV.C.

**D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year**

Please see attached TCTF Tables Template—Sec. IV.D.

If a cost efficiency, please provide cost comparison

Status Quo		FY 2017-18	FY 2018-19		
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
<b>Net Revenue (Expense)</b>		-	-	-	-

Proposed Project					
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
<b>Net Revenue (Expense)</b>		-	-	-	-

<b>Cumulative Cost Savings</b>	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo				
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
<b>Net Revenue (Expense)</b>		-	-	-

Proposed Project				
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
<b>Net Revenue (Expense)</b>		-	-	-

<b>Cumulative Cost Savings</b>	-	-	-
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>Beginning Balance</b>	6,649,944	1,749,699						8,399,643
Revenues	94,139,493	6,554,823	4,258,644	2,162,500				107,115,460
Expenditures	97,046,100	6,727,093	4,462,106	2,162,500				110,397,799
Operating Transfers In (Out)	(199,961)		199,961					-
<b>Ending Fund Balance</b>	<b>3,543,376</b>	<b>1,577,429</b>	<b>(3,501)</b>	-	-	-	-	<b>5,117,304</b>

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>Beginning Balance</b>	9,524,346	1,239,807						10,764,153
Revenues	89,498,320	4,001,847	4,020,954	4,662,500				102,183,621
Expenditures	92,223,595	3,493,272	4,168,765	4,662,500				104,548,132
Operating Transfers In (Out)	(149,128)	1,317	147,811					-
<b>Ending Fund Balance</b>	<b>6,649,943</b>	<b>1,749,699</b>	-	-	-	-	-	<b>8,399,642</b>

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>Beginning Balance</b>	6,019,785	956,958		136,096				7,112,839
Revenues	89,163,698	4,176,659	4,121,994	1,350,934				98,813,285
Expenditures	85,569,156	3,884,959	4,357,856	1,350,000				95,161,971
Operating Transfers In (Out)	(89,980)	(8,852)	235,862	(137,030)				-
<b>Ending Fund Balance</b>	<b>9,524,347</b>	<b>1,239,806</b>	-	-	-	-	-	<b>10,764,153</b>

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

	FY 2019-20		FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	General	
<b>REVENUES</b>										
State Financing Sources	91,074,458	580,180		2,162,500				93,817,138		
Grants			4,258,644					4,258,644		
Other Financing Sources	3,065,035	5,974,644						9,039,679		
<b>TOTAL REVENUES</b>	<b>94,139,493</b>	<b>6,554,824</b>	<b>4,258,644</b>	<b>2,162,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>107,115,461</b>	<b>-</b>	
<b>EXPENDITURES</b>										
Salaries	55,223,637	781,455	2,150,114					58,155,206		
Staff Benefits	27,712,433	406,147	976,567					29,095,147		
General Expense	1,818,078	37,736	47,409					1,903,223		
Printing	319,249		1,770					321,019		
Telecommunications	420,475		6,171					426,646		
Postage	487,504		25					487,529		
Insurance	60,732							60,732		
Travel in State	64,606		21,796					86,402		
Travel Out of State	497		4,042					4,539		
Training	76,336		22,891					99,227		
Security	41,749							41,749		
Facilities Operations	3,298,236							3,298,236		
Utilities								-		
Contracted Services	4,662,224	2,562,941	804,115					8,029,280		
Consulting and Professional Services - County Provided	623,470	2,089,408						2,712,878		
Information Technology (IT)	2,176,136	244,185						2,420,321		
Major Equipment		470,769	6,870					477,639		
Other Items of Expense	40,466		80,577					121,043		
Juror Costs	462,121							462,121		
Other	10,477							10,477		
Debt Service								-		
Court Construction			2,162,500					2,162,500		
Distributed Administration & Allocation	(474,210)	134,452	339,758					-		
Prior Year Expense Adjustment	21,885							21,885		
<b>TOTAL EXPENDITURES</b>	<b>97,046,101</b>	<b>6,727,093</b>	<b>6,624,605</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>110,397,799</b>	<b>-</b>	
Operating Transfers In (Out)	(199,961)		199,961					-		
<b>Fund Balance (Deficit)</b>										
<b>Beginning Balance (Deficit)</b>	<b>6,649,944</b>	<b>1,749,699</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,399,643</b>	<b>3,543,375</b>	
<b>Ending Balance (Deficit)</b>	<b>3,543,375</b>	<b>1,577,430</b>	<b>(2,166,000)</b>	<b>2,162,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,117,305</b>	<b>3,543,375</b>	



Current detailed budget projection

	FUNDS								
Description	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	General	Special Revenue Non-Grant
<b>REVENUES</b>									
State Financing Sources							-		
Grants							-		
Other Financing Sources							-		
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	-
<b>EXPENDITURES</b>									
Salaries							-		
Staff Benefits							-		
General Expense							-		
Printing							-		
Telecommunications							-		
Postage							-		
Insurance							-		
Travel in State							-		
Travel Out of State							-		
Training							-		
Security							-		
Facilities Operations							-		
Utilities							-		
Contracted Services							-		
Consulting and Professional Services - County Provided							-		
Information Technology (IT)							-		
Major Equipment							-		
Other Items of Expense							-		
Juror Costs							-		
Other							-		
Debt Service							-		
Court Construction							-		
Distributed Administration & Allocation							-		
Prior Year Expense Adjustment							-		
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	-
Operating Transfers In (Out)							-		
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	1,577,430	(2,166,000)	2,162,500	-	-	-	5,117,305	3,543,375	1,577,430
<b>Ending Balance (Deficit)</b>	1,577,430	(2,166,000)	2,162,500	-	-	-	5,117,305	3,543,375	1,577,430

Current detailed budget projection

Description	FUNDS						General	Special Revenue Non-Grant	Special Revenue Grant
	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL			
<b>REVENUES</b>									
State Financing Sources						-			
Grants						-			
Other Financing Sources						-			
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	-
<b>EXPENDITURES</b>									
Salaries						-			
Staff Benefits						-			
General Expense						-			
Printing						-			
Telecommunications						-			
Postage						-			
Insurance						-			
Travel in State						-			
Travel Out of State						-			
Training						-			
Security						-			
Facilities Operations						-			
Utilities						-			
Contracted Services						-			
Consulting and Professional Services - County Provided						-			
Information Technology (IT)						-			
Major Equipment						-			
Other Items of Expense						-			
Juror Costs						-			
Other						-			
Debt Service						-			
Court Construction						-			
Distributed Administration & Allocation						-			
Prior Year Expense Adjustment						-			
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	-
Operating Transfers In (Out)						-			
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	(2,166,000)	2,162,500	-	-	-	5,117,305	3,543,375	1,577,430	(2,166,000)
<b>Ending Balance (Deficit)</b>	(2,166,000)	2,162,500	-	-	-	5,117,305	3,543,375	1,577,430	(2,166,000)

Current detailed budget projection

Description	FUNDS					General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects
	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL				
<b>REVENUES</b>									
State Financing Sources					-				
Grants					-				
Other Financing Sources					-				
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	-
<b>EXPENDITURES</b>									
Salaries					-				
Staff Benefits					-				
General Expense					-				
Printing					-				
Telecommunications					-				
Postage					-				
Insurance					-				
Travel in State					-				
Travel Out of State					-				
Training					-				
Security					-				
Facilities Operations					-				
Utilities					-				
Contracted Services					-				
Consulting and Professional Services - County Provided					-				
Information Technology (IT)					-				
Major Equipment					-				
Other Items of Expense					-				
Juror Costs					-				
Other					-				
Debt Service					-				
Court Construction					-				
Distributed Administration & Allocation					-				
Prior Year Expense Adjustment					-				
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	-
Operating Transfers In (Out)					-				
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	2,162,500	-	-	-	5,117,305	3,543,375	1,577,430	(2,166,000)	2,162,500
<b>Ending Balance (Deficit)</b>	2,162,500	-	-	-	5,117,305	3,543,375	1,577,430	(2,166,000)	2,162,500

Current detailed budget projection

Description					FUNDS				
	Debt Service	Proprietary	Fiduciary	TOTAL	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service
<b>REVENUES</b>									
State Financing Sources				-					
Grants				-					
Other Financing Sources				-					
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	-
<b>EXPENDITURES</b>									
Salaries				-					
Staff Benefits				-					
General Expense				-					
Printing				-					
Telecommunications				-					
Postage				-					
Insurance				-					
Travel in State				-					
Travel Out of State				-					
Training				-					
Security				-					
Facilities Operations				-					
Utilities				-					
Contracted Services				-					
Consulting and Professional Services - County Provided				-					
Information Technology (IT)				-					
Major Equipment				-					
Other Items of Expense				-					
Juror Costs				-					
Other				-					
Debt Service				-					
Court Construction				-					
Distributed Administration & Allocation				-					
Prior Year Expense Adjustment				-					
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	-
Operating Transfers In (Out)				-					
<b>Fund Balance (Deficit)</b>									
Beginning Balance (Deficit)	-	-	-	5,117,305	3,543,375	1,577,430	(2,166,000)	2,162,500	-
Ending Balance (Deficit)	-	-	-	5,117,305	3,543,375	1,577,430	(2,166,000)	2,162,500	-

Current detailed budget projection

Description				FUNDS					
	Proprietary	Fiduciary	TOTAL	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary
<b>REVENUES</b>									
State Financing Sources			-						
Grants			-						
Other Financing Sources			-						
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	-
<b>EXPENDITURES</b>									
Salaries			-						
Staff Benefits			-						
General Expense			-						
Printing			-						
Telecommunications			-						
Postage			-						
Insurance			-						
Travel in State			-						
Travel Out of State			-						
Training			-						
Security			-						
Facilities Operations			-						
Utilities			-						
Contracted Services			-						
Consulting and Professional Services - County Provided			-						
Information Technology (IT)			-						
Major Equipment			-						
Other Items of Expense			-						
Juror Costs			-						
Other			-						
Debt Service			-						
Court Construction			-						
Distributed Administration & Allocation			-						
Prior Year Expense Adjustment			-						
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	-
Operating Transfers In (Out)			-						
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	-	-	5,117,305	3,543,375	1,577,430	(2,166,000)	2,162,500	-	-
<b>Ending Balance (Deficit)</b>	-	-	5,117,305	3,543,375	1,577,430	(2,166,000)	2,162,500	-	-

Current detailed budget projection

Description			FUNDS						
	Fiduciary	TOTAL	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary
<b>REVENUES</b>									
State Financing Sources		-							
Grants		-							
Other Financing Sources		-							
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	-
<b>EXPENDITURES</b>									
Salaries		-							
Staff Benefits		-							
General Expense		-							
Printing		-							
Telecommunications		-							
Postage		-							
Insurance		-							
Travel in State		-							
Travel Out of State		-							
Training		-							
Security		-							
Facilities Operations		-							
Utilities		-							
Contracted Services		-							
Consulting and Professional Services - County Provided		-							
Information Technology (IT)		-							
Major Equipment		-							
Other Items of Expense		-							
Juror Costs		-							
Other		-							
Debt Service		-							
Court Construction		-							
Distributed Administration & Allocation		-							
Prior Year Expense Adjustment		-							
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	-
Operating Transfers In (Out)		-							
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	-	5,117,305	3,543,375	1,577,430	(2,166,000)	2,162,500	-	-	-
<b>Ending Balance (Deficit)</b>	-	5,117,305	3,543,375	1,577,430	(2,166,000)	2,162,500	-	-	-

## Current detailed budget projection

Description	TOTAL
<b>REVENUES</b>	
State Financing Sources	-
Grants	-
Other Financing Sources	-
<b>TOTAL REVENUES</b>	-
<b>EXPENDITURES</b>	
Salaries	-
Staff Benefits	-
General Expense	-
Printing	-
Telecommunications	-
Postage	-
Insurance	-
Travel in State	-
Travel Out of State	-
Training	-
Security	-
Facilities Operations	-
Utilities	-
Contracted Services	-
Consulting and Professional Services - County Provided	-
Information Technology (IT)	-
Major Equipment	-
Other Items of Expense	-
Juror Costs	-
Other	-
Debt Service	-
Court Construction	-
Distributed Administration & Allocation	-
Prior Year Expense Adjustment	-
<b>TOTAL EXPENDITURES</b>	-
Operating Transfers In (Out)	-
<b>Fund Balance (Deficit)</b>	
<b>Beginning Balance (Deficit)</b>	<b>5,117,305</b>
<b>Ending Balance (Deficit)</b>	<b>5,117,305</b>

## Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	483,831
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
<b>Total</b>		<b>483,831</b>



A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	▼	▼	▼	▼	▼	▼	Total
Contribution	483,831								483,831
Expenditures		483,831							483,831
Cumulative Balance	483,831	-	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year


Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	▼	▼	▼	▼	▼	Total
Contribution									-
Expenditures									-
<b>Cumulative Balance</b>	-	-	-	-	-	-	-	-	-

Amended request

Description	▼	▼	▼	▼	▼	▼	▼	▼	Total
Contribution									-
Expenditures									-
<b>Cumulative Balance</b>	-	-	-	-	-	-	-	-	-

## APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:		
<input checked="" type="checkbox"/> <b>NEW REQUEST</b> <i>(Complete Section I, III, and IV only.)</i>  <input type="checkbox"/> <b>AMENDED REQUEST</b> <i>(Complete Sections I through IV.)</i>		
<b>SECTION I: GENERAL INFORMATION</b>		
<b>SUPERIOR COURT:</b> Calaveras	<b>PERSON AUTHORIZING REQUEST</b> <i>(Presiding Judge or Court Executive Officer):</i> Karen Camper, Court Executive Officer	
	<b>CONTACT PERSON AND CONTACT INFO:</b> Pamela James 29-754-61410 pjames@calaveras.courts.ca.gov	
<b>DATE OF SUBMISSION:</b> 7/21/2020	<b>TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE:</b> 06/30/2020 TO 06/30/2022	<b>REQUESTED AMOUNT:</b> \$ 243,833
<b>REASON FOR REQUEST</b> <i>(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):</i>  Areas on the Interior of the court need painting, plexi-glass wall guard needed by Security screening, upgrade blinds for heat control and replacement for 2007 court vehicle.		
<b>SECTION II: AMENDED REQUEST CHANGES</b>		
A. Identify sections and answers amended.  B. Provide a summary of the changes to the request.		
<b>SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE</b>		
A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.  The cost of the painting, plexi-glass and blinds are one-time costs that the court was unable to complete due COVID-19 and the court in the coming years will not have the funds to cover. Due to the reduction in budget from COVID-19 the court will not have the funds in future years to replace the vehicle.		

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs? There are areas in the courthouse that the painting does not appear to have been completed when built. With wear and tear, there are visible marks, etc on many of the walls.

The paint on the wall by court security has been scrapped away by the chairs used by the bailiffs.

The current blinds do not provide adequate heat control and many of the offices get extremely warm and uncomfortable for the staff.

The current 2007 court vehicle is driven daily to the county offices and is in need of replacement.

C. If a cost efficiency, please provide cost comparison (table template provided).

D. Describe the consequences to the court's operations if the court request is not approved.

Painting: Areas of the interior of the court that do not get freshly painted will give the appearance of an unkept run down looking courthouse.

Plexi-glass: To prevent freshly painted wall from being scrapped off by chairs used by bailiffs.

Blinds: The court will need to look into other ways to provide heat control for staff suffering in hot offices.

Car: If the car is no longer reliable to drive, the employee(s) that drive to the county daily may be required to drive their personal vehicle.

E. Describe the consequences to the public and access to justice if the court request is not approved.

None

F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

There is no alternative for painting or plexi-glass on wall.

The court has already looked at other alternatives with JCC Facilities and this is our last resort

Employee(s) drive personal vehicle if current vehicle is no longer reliable.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

**A. Three-year history of year-end fund balances, revenues, and expenditures**

See Template

**B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf**

See Template

**C. Identification of all costs, by category and amount, needed to fully implement the project**

See Template

**D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year**

See Template

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
<b>Net Revenue (Expense)</b>		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
<b>Net Revenue (Expense)</b>		-	-	-	-

<b>Cumulative Cost Savings</b>	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
<b>Net Revenue (Expense)</b>		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
<b>Net Revenue (Expense)</b>		-	-	-

<b>Cumulative Cost Savings</b>	-	-	-
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20 ▼	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>Beginning Balance</b>	<b>419,923</b>	<b>173,724</b>						<b>593,647</b>
Revenues	3,183,462	177,553	217,022					<b>3,578,037</b>
Expenditures	3,101,990	155,101	305,943					<b>3,563,034</b>
Operating Transfers In (Out)	(88,922)		88,922					-
<b>Ending Fund Balance</b>	<b>412,473</b>	<b>196,176</b>	<b>1</b>	-	-	-	-	<b>608,650</b>

FY 2018-19 ▼	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>Beginning Balance</b>	<b>185,457</b>	<b>151,513</b>						<b>336,970</b>
Revenues	2,906,731	167,309	236,497					<b>3,310,537</b>
Expenditures	2,740,241	147,357	282,278					<b>3,169,876</b>
Operating Transfers In (Out)	(45,781)		45,781					-
<b>Ending Fund Balance</b>	<b>306,166</b>	<b>171,465</b>	-	-	-	-	-	<b>477,631</b>

FY 2017-18 ▼	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>Beginning Balance</b>	<b>143,450</b>	<b>144,274</b>						<b>287,724</b>
Revenues	2,375,658	206,036	237,669					<b>2,819,363</b>
Expenditures	2,348,525	186,588	271,573					<b>2,806,686</b>
Operating Transfers In (Out)	(33,904)		33,904					-
<b>Ending Fund Balance</b>	<b>136,679</b>	<b>163,722</b>	-	-	-	-	-	<b>300,401</b>



Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>REVENUES</b>								
State Financing Sources	3,247,599	171,443						3,419,042
Grants			179,063					179,063
Other Financing Sources	16,062	141,015						157,077
<b>TOTAL REVENUES</b>	<b>3,263,661</b>	<b>312,458</b>	<b>179,063</b>	-	-	-	-	<b>3,755,182</b>
<b>EXPENDITURES</b>								
Salaries	1,628,331	68,236	94,436					1,791,003
Staff Benefits	802,225	36,264	44,259					882,748
General Expense	117,118		5,678					122,796
Printing	3,536							3,536
Telecommunications	16,240		660					16,900
Postage	15,485							15,485
Insurance	3,120							3,120
Travel in State	2,972	3,342	2,152					8,466
Travel Out of State								-
Training	1,070							1,070
Security	804							804
Facilities Operations	67,598		3,861					71,459
Utilities								-
Contracted Services	322,887	12,947	1,120					336,954
Consulting and Professional Services - County Provided	3,700	150,246						153,946
Information Technology (IT)	117,852							117,852
Major Equipment	40,528							40,528
Other Items of Expense	738							738
Juror Costs	9,918							9,918
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(45,744)							(45,744)
Prior Year Expense Adjustment	(868)	18,145	27,599					44,876
<b>TOTAL EXPENDITURES</b>	<b>3,107,510</b>	<b>289,180</b>	<b>179,765</b>	-	-	-	-	<b>3,576,455</b>
Operating Transfers In (Out)								-
<b>Fund Balance (Deficit)</b>								
<b>Beginning Balance (Deficit)</b>	<b>419,923</b>	<b>173,724</b>						<b>593,647</b>
<b>Ending Balance (Deficit)</b>	<b>576,074</b>	<b>197,002</b>	<b>(702)</b>	-	-	-	-	<b>772,374</b>

Current detailed budget projection court's behalf

	FY 2020-21		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	576,074	197,002	(702)	-	-	-	-	772,374	
<b>Ending Balance (Deficit)</b>	576,074	197,002	(702)	-	-	-	-	772,374	

Current detailed budget projection

	Select Fiscal Year		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	576,074	197,002	(702)	-	-	-	-	772,374	
<b>Ending Balance (Deficit)</b>	576,074	197,002	(702)	-	-	-	-	772,374	

Current detailed budget projection

	Select Fiscal Year	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	576,074	197,002	(702)	-	-	-	-	772,374	
<b>Ending Balance (Deficit)</b>	576,074	197,002	(702)	-	-	-	-	772,374	

Current detailed budget projection

	Select Fiscal Year		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	576,074	197,002	(702)	-	-	-	-	772,374	
<b>Ending Balance (Deficit)</b>	576,074	197,002	(702)	-	-	-	-	772,374	

Current detailed budget projection

	Select Fiscal Year	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	576,074	197,002	(702)	-	-	-	-	772,374	
<b>Ending Balance (Deficit)</b>	576,074	197,002	(702)	-	-	-	-	772,374	

Current detailed budget projection

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>REVENUES</b>								
State Financing Sources								-
Grants								-
Other Financing Sources								-
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-
<b>EXPENDITURES</b>								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
<b>Fund Balance (Deficit)</b>								
<b>Beginning Balance (Deficit)</b>	576,074	197,002	(702)	-	-	-	-	772,374
<b>Ending Balance (Deficit)</b>	576,074	197,002	(702)	-	-	-	-	772,374

Current detailed budget projection

	Select Fiscal Year	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	576,074	197,002	(702)	-	-	-	-	772,374	
<b>Ending Balance (Deficit)</b>	576,074	197,002	(702)	-	-	-	-	772,374	



## Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	17,833
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	40,000
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	186,000
990000	Distributed Administration & Allocation	
<b>Total</b>		<b>243,833</b>

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	243,833								243,833
Expenditures		203,833	40,000						243,833
Cumulative Balance	243,833	40,000	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
<b>Cumulative Balance</b>	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
<b>Cumulative Balance</b>	-	-	-	-	-	-	-	-	-

## APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

 **NEW REQUEST** (Complete Section I, III, and IV only.) **AMENDED REQUEST** (Complete Sections I through IV.)**SECTION I: GENERAL INFORMATION****SUPERIOR COURT:**

Solano

**PERSON AUTHORIZING REQUEST** (Presiding Judge or Court Executive Officer):**PJ Donna Stashyn and CEO Brian Taylor****CONTACT PERSON AND CONTACT INFO:****Agnes Shappy****DATE OF SUBMISSION:**7/2/2020**TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE:** FY20-21**REQUESTED AMOUNT:**\$ 358,767**REASON FOR REQUEST** (Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):

The Court is in need of replacing audio and visual systems in almost all courtrooms in three courthouses – the Hall of Justice, Law and Justice Center and Vallejo Courthouse. The court needs to bring many systems up to current JC A/V standards. The total number of courtrooms needing replacement is 23. The court's current systems are outdated and do not function for a modern courtroom setting. Many of the systems are over 25 years old. The inadequacy of the equipment became very apparent with the COVID-19 pandemic and the need to switch very quickly to remote operations. Many courtroom A/V systems were not compatible with modern technology, which limited the court's ability to quickly shift to virtual court proceedings. The court hired a consultant from the Judicial Council's MSA list for a full evaluation of an A/V replacement. The consultant's evaluation was used to obtain bids and is available if needed for this request.

**SECTION II: AMENDED REQUEST CHANGES****A. Identify sections and answers amended.****B. Provide a summary of the changes to the request.****SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE****A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.**

The cost to replace an A/V system in each courtroom ranges from \$40,000 to \$49,000, with a total cost of between \$795,000 to 1,127,000. The Court has obtained bids from three vendors on the master contract list and is in the process of negotiating a contract. The Court intends to pay for the upgrade of the A/V systems by a combination of 2% automation funds and the funds requested in this application. The Court's goal was to be in contract with a vendor prior to the end of this fiscal year; however, a bid protest has been threatened, which must be resolved prior to the court entering into a contract. Once the bid issue is resolved, the Court will move forward with a contract in fiscal year 20/21 and expects to complete the project in 20/21, but no later than 21/22.

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?

Functional A/V equipment is a key component to a modern courtroom. Upgraded equipment will keep the courtrooms functioning and allow for increased video remote appearances. We are also upgrading the Assisted Listening System, which will enhance the experience and provide greater accessibility to courtroom proceedings for those who suffer from hearing disabilities.

C. If a cost efficiency, please provide cost comparison (table template provided).

D. Describe the consequences to the court's operations if the court request is not approved.

The A/V equipment is already obsolete in many courtrooms. The equipment will continue to fail, become outdated and inoperable in the worst case scenario.

E. Describe the consequences to the public and access to justice if the court request is not approved.

Modern A/V equipment is a key component in every courtroom. Attorneys need modern equipment to present their case, the public needs audio equipment to hear the proceedings in the seating area, modern equipment is needed for remote appearances. The public will be negatively impacted if these basic services are not offered for a court proceeding.

F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

The court has identified no alternatives because A/V is a key component to a functioning courtroom. The only alternative is the court will have to prolong replacement of outdated equipment or repair outdated equipment that fails.

SECTION IV: FINANCIAL INFORMATION

Please provide the following *(table template provided for each)*:

A. Three-year history of year-end fund balances, revenues, and expenditures

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

C. Identification of all costs, by category and amount, needed to fully implement the project

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
<b>Net Revenue (Expense)</b>		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
<b>Net Revenue (Expense)</b>		-	-	-	-

<b>Cumulative Cost Savings</b>	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
<b>Net Revenue (Expense)</b>		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
<b>Net Revenue (Expense)</b>		-	-	-

<b>Cumulative Cost Savings</b>	-	-	-
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20 ▼	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>Beginning Balance</b>	<b>1,080,920</b>	<b>1,173,332</b>	-					<b>2,254,252</b>
Revenues	28,111,068	1,115,272	1,482,443					<b>30,708,783</b>
Expenditures	27,417,945	995,639	1,504,886					<b>29,918,470</b>
Operating Transfers In (Out)	(95,094)	72,651	22,443					-
<b>Ending Fund Balance</b>	<b>1,678,949</b>	<b>1,365,616</b>	-	-	-	-	-	<b>3,044,565</b>

FY 2018-19 ▼	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>Beginning Balance</b>	<b>443,575</b>	<b>1,027,291</b>	-					<b>1,470,866</b>
Revenues	27,077,206	938,703	1,455,019					<b>29,470,928</b>
Expenditures	26,389,002	814,131	1,484,409					<b>28,687,542</b>
Operating Transfers In (Out)	(50,859)	21,469	29,390					-
<b>Ending Fund Balance</b>	<b>1,080,920</b>	<b>1,173,332</b>	-	-	-	-	-	<b>2,254,252</b>

FY 2017-18 ▼	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>Beginning Balance</b>	<b>669,071</b>	<b>905,842</b>	-					<b>1,574,913</b>
Revenues	24,049,377	853,155	1,483,146					<b>26,385,678</b>
Expenditures	24,212,947	756,332	1,520,446					<b>26,489,725</b>
Operating Transfers In (Out)	(61,926)	24,626	37,300					-
<b>Ending Fund Balance</b>	<b>443,575</b>	<b>1,027,291</b>	-	-	-	-	-	<b>1,470,866</b>

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the

	FY 2020-21		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources	358,767	27,623						386,390	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	<b>358,767</b>	<b>27,623</b>	-	-	-	-	-	<b>386,390</b>	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)	168,528							168,528	
Major Equipment	217,862							217,862	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	<b>386,390</b>	-	-	-	-	-	-	<b>386,390</b>	
Operating Transfers In (Out)	27,623	(27,623)						-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>								-	
<b>Ending Balance (Deficit)</b>	<b>0</b>	-	-	-	-	-	-	<b>0</b>	

Current detailed budget projection court's behalf

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>REVENUES</b>								
State Financing Sources								-
Grants								-
Other Financing Sources								-
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-
<b>EXPENDITURES</b>								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
<b>Fund Balance (Deficit)</b>								
<b>Beginning Balance (Deficit)</b>	0	-	-	-	-	-	-	0
<b>Ending Balance (Deficit)</b>	0	-	-	-	-	-	-	0

Current detailed budget projection

	Select Fiscal Year	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	0	-	-	-	-	-	-	0	
<b>Ending Balance (Deficit)</b>	0	-	-	-	-	-	-	0	

Current detailed budget projection

	Select Fiscal Year	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	0	-	-	-	-	-	-	0	
<b>Ending Balance (Deficit)</b>	0	-	-	-	-	-	-	0	

Current detailed budget projection

	Select Fiscal Year	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	0	-	-	-	-	-	-	0	
<b>Ending Balance (Deficit)</b>	0	-	-	-	-	-	-	0	

Current detailed budget projection

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>REVENUES</b>								
State Financing Sources								-
Grants								-
Other Financing Sources								-
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-
<b>EXPENDITURES</b>								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
<b>Fund Balance (Deficit)</b>								
<b>Beginning Balance (Deficit)</b>	0	-	-	-	-	-	-	0
<b>Ending Balance (Deficit)</b>	0	-	-	-	-	-	-	0

Current detailed budget projection

	Select Fiscal Year	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	0	-	-	-	-	-	-	0	
<b>Ending Balance (Deficit)</b>	0	-	-	-	-	-	-	0	



Current detailed budget projection

	Select Fiscal Year	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	0	-	-	-	-	-	-	0	
<b>Ending Balance (Deficit)</b>	0	-	-	-	-	-	-	0	

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	342,607
945000	Major Equipment	452,388
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
<b>Total</b>		<b>794,996</b>

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	358,767									358,767
Expenditures	-	358,767								358,767
Cumulative Balance	358,767	-	-	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2020-21 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
<b>Cumulative Balance</b>	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
<b>Cumulative Balance</b>	-	-	-	-	-	-	-	-	-

## APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

 **NEW REQUEST** (Complete Section I, III, and IV only.) **AMENDED REQUEST** (Complete Sections I through IV.)**SECTION I: GENERAL INFORMATION****SUPERIOR COURT:**

Sutter

**PERSON AUTHORIZING REQUEST** (Presiding Judge or Court Executive Officer):Stephanie M. Hansel, Court Executive Officer *SMH***CONTACT PERSON AND CONTACT INFO:** Joe Azevedo, Court Fiscal Officer,  
(530) 822-3340; jazevedo@suttercourts.com**DATE OF SUBMISSION:**

7/22/2020

**TIME PERIOD COVERED BY THE  
REQUEST, INCLUDING CONTRIBUTION  
AND EXPENDITURE: FISCAL YEARS  
2019-20 THROUGH 2022-23****REQUESTED AMOUNT:**

\$500,101.00

**REASON FOR REQUEST** (Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):

The Court respectfully requests \$500,101 be held for technological enhancements and facility modifications.

**SECTION II: AMENDED REQUEST CHANGES****A. Identify sections and answers amended.**

N/A

**B. Provide a summary of the changes to the request.**

N/A

**SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE****A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.**

The Court has identified a need to install video equipment in several courtrooms to facilitate remote hearings. Initial estimates for the equipment needed, including cameras, monitors, laptops, etc., total \$30,000 for one courtroom. In addition, the Court needs additional security cameras around the perimeter of the courthouse to cover areas not being covered with existing cameras. Further, our main entrance doors need a lockdown system installed to prevent a potential active shooter from entering the courthouse. The identified savings would pay for these and other technological expenses that the Court would not be able to otherwise pay for within our operational budget much less in one fiscal year.

**APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)**

**SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE**

- B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?**

Having the capability to hold remote hearings in multiple courtrooms would make court operations more efficient in that the Court would have the flexibility to calendar remote hearing in multiple courtrooms if needed which would also increase the availability of court services to the public. The facility modifications would increase security within and around the courthouse which in turn would enhance the effectiveness of court operations.

- C. If a cost efficiency, please provide cost comparison (table template provided).**

N/A

- D. Describe the consequences to the court's operations if the court request is not approved.**

If the request is not approved, the Court would have to rely on one courtroom to provide remote video hearings and Court staff would continue working in a not-so-secure building which would negatively impact court operations. If the Court is forced to pay for these needed expenses out of its annual budget, hiring and negotiations would be negatively impacted and would result in employee lay-offs given current budget reductions.

- E. Describe the consequences to the public and access to justice if the court request is not approved.**

If the request is not approved, access to justice would be affected due to potential longer wait times for court hearings.

- F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?**

The court could not identify alternatives should the request not be approved. Holding funding in the TCTF is the only alternative.

**SECTION IV: FINANCIAL INFORMATION**

Please provide the following *(table template provided for each)*:

**A. Three-year history of year-end fund balances, revenues, and expenditures**

**See attachment.**

**B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf**

**See attachment.**

**C. Identification of all costs, by category and amount, needed to fully implement the project**

**See attachment.**

**D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year**

**See attachment.**

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
<b>Net Revenue (Expense)</b>		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
<b>Net Revenue (Expense)</b>		-	-	-	-

<b>Cumulative Cost Savings</b>	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
<b>Net Revenue (Expense)</b>		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
<b>Net Revenue (Expense)</b>		-	-	-

<b>Cumulative Cost Savings</b>	-	-	-
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2017-18 ▼	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>Beginning Balance</b>	516,779	262,263	-					779,042
Revenues	5,827,185	337,881	375,146					6,540,212
Expenditures	5,871,311	337,297	421,075					6,629,683
Operating Transfers In (Out)	(82,139)	36,210	45,929					-
<b>Ending Fund Balance</b>	<b>390,514</b>	<b>299,057</b>	-	-	-	-	-	<b>689,571</b>

FY 2018-19 ▼	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>Beginning Balance</b>	390,514	299,057	-					689,571
Revenues	6,889,405	404,015	416,756					7,710,176
Expenditures	6,292,578	329,527	451,120					7,073,225
Operating Transfers In (Out)	(3,243)	(31,121)	34,364					-
<b>Ending Fund Balance</b>	<b>984,098</b>	<b>342,424</b>	-	-	-	-	-	<b>1,326,522</b>

FY 2019-20 ▼	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>Beginning Balance</b>	984,098	342,424	-					1,326,522
Revenues	7,303,710	310,931	398,724					8,013,365
Expenditures	7,187,025	245,846	415,658					7,848,529
Operating Transfers In (Out)	(16,934)		16,934					-
<b>Ending Fund Balance</b>	<b>1,083,849</b>	<b>407,509</b>	-	-	-	-	-	<b>1,491,358</b>

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>REVENUES</b>								
State Financing Sources	6,929,224	40,597						6,969,821
Grants			426,789					426,789
Other Financing Sources	82,634	252,916						335,550
<b>TOTAL REVENUES</b>	<b>7,011,858</b>	<b>293,513</b>	<b>426,789</b>	-	-	-	-	<b>7,732,160</b>
<b>EXPENDITURES</b>								
Salaries	3,078,826	116,018	173,460					3,368,304
Staff Benefits	2,263,570	89,863	140,476					2,493,909
General Expense	84,090	14,550	680					99,320
Printing	5,350	2,700						8,050
Telecommunications	49,244							49,244
Postage	33,410	21,000						54,410
Insurance	5,050							5,050
Travel in State	2,327		5,434					7,761
Travel Out of State	1,065							1,065
Training	4,375		1,790					6,165
Security	237,357							237,357
Facilities Operations	18,840							18,840
Utilities								-
Contracted Services	931,882	25,000	105,043					1,061,925
Consulting and Professional Services - County Provided	9,500							9,500
Information Technology (IT)	288,247							288,247
Major Equipment	140,000							140,000
Other Items of Expense	2,200							2,200
Juror Costs	7,387							7,387
Other	100,000							100,000
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(37,085)		37,085					-
Prior Year Expense Adjustment								-
<b>TOTAL EXPENDITURES</b>	<b>7,225,635</b>	<b>269,131</b>	<b>463,968</b>	-	-	-	-	<b>7,958,734</b>
Operating Transfers In (Out)	(37,179)		37,179					-
<b>Fund Balance (Deficit)</b>								
<b>Beginning Balance (Deficit)</b>	<b>984,098</b>	<b>342,424</b>						<b>1,326,522</b>
<b>Ending Balance (Deficit)</b>	<b>733,142</b>	<b>366,806</b>	-	-	-	-	-	<b>1,099,948</b>

Current detailed budget projection court's behalf

	Select Fiscal Year	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	733,142	366,806	-	-	-	-	-	1,099,948	
<b>Ending Balance (Deficit)</b>	733,142	366,806	-	-	-	-	-	1,099,948	

Current detailed budget projection

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>REVENUES</b>								
State Financing Sources								-
Grants								-
Other Financing Sources								-
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-
<b>EXPENDITURES</b>								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
<b>Fund Balance (Deficit)</b>								
<b>Beginning Balance (Deficit)</b>	733,142	366,806	-	-	-	-	-	1,099,948
<b>Ending Balance (Deficit)</b>	733,142	366,806	-	-	-	-	-	1,099,948

Current detailed budget projection

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>REVENUES</b>								
State Financing Sources								-
Grants								-
Other Financing Sources								-
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-
<b>EXPENDITURES</b>								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
<b>Fund Balance (Deficit)</b>								
<b>Beginning Balance (Deficit)</b>	733,142	366,806	-	-	-	-	-	1,099,948
<b>Ending Balance (Deficit)</b>	733,142	366,806	-	-	-	-	-	1,099,948

Current detailed budget projection

	Select Fiscal Year	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	733,142	366,806	-	-	-	-	-	1,099,948	
<b>Ending Balance (Deficit)</b>	733,142	366,806	-	-	-	-	-	1,099,948	

Current detailed budget projection

	Select Fiscal Year	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	733,142	366,806	-	-	-	-	-	1,099,948	
<b>Ending Balance (Deficit)</b>	733,142	366,806	-	-	-	-	-	1,099,948	



Current detailed budget projection

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>REVENUES</b>								
State Financing Sources								-
Grants								-
Other Financing Sources								-
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-
<b>EXPENDITURES</b>								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
<b>Fund Balance (Deficit)</b>								
<b>Beginning Balance (Deficit)</b>	733,142	366,806	-	-	-	-	-	1,099,948
<b>Ending Balance (Deficit)</b>	733,142	366,806	-	-	-	-	-	1,099,948

Current detailed budget projection

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>REVENUES</b>								
State Financing Sources								-
Grants								-
Other Financing Sources								-
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-
<b>EXPENDITURES</b>								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
<b>Fund Balance (Deficit)</b>								
<b>Beginning Balance (Deficit)</b>	733,142	366,806	-	-	-	-	-	1,099,948
<b>Ending Balance (Deficit)</b>	733,142	366,806	-	-	-	-	-	1,099,948

## Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	100,000
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	400,101
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
<b>Total</b>		<b>500,101</b>

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	FY 2022-23 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	500,101								500,101
Expenditures		100,000	300,000	100,101					500,101
Cumulative Balance	500,101	400,101	100,101	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
<b>Cumulative Balance</b>	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
<b>Cumulative Balance</b>	-	-	-	-	-	-	-	-	-

## APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

 **NEW REQUEST** *(Complete Section I, III, and IV only.)* **AMENDED REQUEST** *(Complete Sections I through IV.)***SECTION I: GENERAL INFORMATION****SUPERIOR COURT:**

Shasta

**PERSON AUTHORIZING REQUEST** *(Presiding Judge or Court Executive Officer):*

Melissa Fowler-Bradley, Court Executive Officer

**CONTACT PERSON AND CONTACT INFO:**

Melissa Fowler-Bradley, 530-225-5570, mfowler-bradley@shasta.courts.ca.gov

**DATE OF SUBMISSION:**

7/21/2020

**TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE:****REQUESTED AMOUNT:**~~\$1,825,000.~~ \$ 471,670.

**REASON FOR REQUEST** *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

The funds are needed for the new Redding courthouse, which is scheduled to be finished in September, 2021. The tentative move-in date is November or December of 2021. Among the expenses that need to be covered are:

\$750,000 up to \$1,500,000 – to augment the fixtures and furnishings (FF&E) for the new building (the furniture budget for the construction project was reduced by \$3m because bids on critical construction materials such as steel, concrete and glazing was significantly higher than expected).

\$95,000 - dry fire suppression system, NOVEC, in the MDF room

\$70,000 – provide a DEPS cart to each courtroom instead of one per floor

\$10,000 – one Egan telescoping lectern for ADA use

\$105,000 – site furnishings, trash cans, bike rack with roof, benches

\$10,000 – upgraded state seals for courtrooms

\$60,000 – change tile in front counter area to Terrazzo to match the rest of the flooring

\$200,000 – replace Marshal's Office radio system for internal communications

\$ 10,000 – purchase microwaves, refrigerators and other appliances for break and conference rooms, coffee areas

\$150,000 – hire professional movers to move from 3 existing facilities into the new courthouse

\$315,000 – lease new copiers, 3-year term, \$105,000 per year

\$50,000 – purchase miscellaneous items such as clocks, garbage cans, etc. for over 200 employees

**SECTION II: AMENDED REQUEST CHANGES**

**A. Identify sections and answers amended.**

**B. Provide a summary of the changes to the request.**

**SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE**

- A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.**

All of the requested items will be needed as the construction project nears completion in fiscal year 2021-2022.

**APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)**

**SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE**

- B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?**

All items are to enhance the new courthouse and restore those that were cut from the construction project in order to come within budget.

- C. If a cost efficiency, please provide cost comparison (table template provided).**

- D. Describe the consequences to the court's operations if the court request is not approved.**

Some items will provide each courtroom with necessary equipment so delays waiting to move or constantly shuffle equipment between courtrooms is not necessary and employee injuries and damage to equipment does not result. Other items are investments to the building's lifespan and will improve conditions for the public.

- E. Describe the consequences to the public and access to justice if the court request is not approved.**

The funds are to be spent on improvements to a building that should last for 75 years, which will replace very substandard facilities, including the current main courthouse that will be 66 years old at the time it is vacated.

- F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?**

The court will not have sufficient trial court funding in 21-22 to purchase these items, which is why we have worked very hard to set the money aside now after a very good budget year.

**SECTION IV: FINANCIAL INFORMATION**

Please provide the following (*table template provided for each*):

**A. Three-year history of year-end fund balances, revenues, and expenditures**

Please see attached template for fiscal years 16/17, 17/18 and 18/19. Fiscal year 19/20 is not included because the year has not closed yet.

**B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf**

The 20/21 budget is not finalized at this time, pending allocation by the Judicial Council. The initial budget may be augmented in October of 2020 if Federal assistance is provided to the state of California.

The budget for 21/22 is unknown.

**C. Identification of all costs, by category and amount, needed to fully implement the project**

Please see the detailed listing in Section 1.

**D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year**

~~The funds would be spent in the last half of 2020/2021 and the first half of 2021/2022, depending on the construction project schedule.~~

FY19-20 Fund Balance in excess of our 3% cap will be used to purchase Fixtures & Furnishings from the original, approved construction plan, which were removed after the bidding. Those purchases are anticipated in the 3<sup>rd</sup> and/or 4<sup>th</sup> quarter of FY20-21. See attached spreadsheet.





Application for TCTF Funds Held on Behalf of the Court

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
<b>Net Revenue (Expense)</b>		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
<b>Net Revenue (Expense)</b>		-	-	-	-

<b>Cumulative Cost Savings</b>	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
<b>Net Revenue (Expense)</b>		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
<b>Net Revenue (Expense)</b>		-	-	-

<b>Cumulative Cost Savings</b>	-	-	-
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2016-17 ▼	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>Beginning Balance</b>	<b>371,427</b>	<b>193,374</b>	-			<b>1,098</b>	-	<b>565,899</b>
Revenues	14,539,300	2,492,475	1,050,328			363,476	-	<b>18,445,579</b>
Expenditures	14,832,078	1,888,554	1,098,200			631,410	-	<b>18,450,242</b>
Operating Transfers In (Out)	127,821	(460,931)	47,871			285,238	-	<b>(1)</b>
<b>Ending Fund Balance</b>	<b>206,470</b>	<b>336,364</b>	<b>(1)</b>	-	-	<b>18,402</b>	-	<b>561,235</b>

FY 2017-18 ▼	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>Beginning Balance</b>	<b>206,470</b>	<b>336,364</b>	-			<b>18,403</b>		<b>561,237</b>
Revenues	14,954,023	2,459,084	695,103			284,654		<b>18,392,864</b>
Expenditures	15,216,612	2,404,182	709,258			529,589		<b>18,859,641</b>
Operating Transfers In (Out)	(49,342)	(191,345)	14,155			226,531		<b>(1)</b>
<b>Ending Fund Balance</b>	<b>(105,461)</b>	<b>199,921</b>	-	-	-	<b>(1)</b>	-	<b>94,459</b>

FY 2018-19 ▼	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>Beginning Balance</b>	<b>(105,461)</b>	<b>199,921</b>	-				-	<b>94,460</b>
Revenues	17,039,494	2,422,032	722,270			357,775		<b>20,541,571</b>
Expenditures	16,757,565	2,153,971	736,686			674,288		<b>20,322,510</b>
Operating Transfers In (Out)	(121,487)	(209,441)	14,415			316,513		-
<b>Ending Fund Balance</b>	<b>54,981</b>	<b>258,541</b>	<b>(1)</b>	-	-	-	-	<b>313,521</b>

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the

Description	Select Fiscal Year	FUNDS						
	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>REVENUES</b>								
State Financing Sources								-
Grants								-
Other Financing Sources								-
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-
<b>EXPENDITURES</b>								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
<b>Fund Balance (Deficit)</b>								
<b>Beginning Balance (Deficit)</b>								-
<b>Ending Balance (Deficit)</b>	-	-	-	-	-	-	-	-

Current detailed budget projection court's behalf

	Select Fiscal Year	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	-	-	-	-	-	-	-	-	
<b>Ending Balance (Deficit)</b>	-	-	-	-	-	-	-	-	

Current detailed budget projection

	Select Fiscal Year	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	-	-	-	-	-	-	-	-	
<b>Ending Balance (Deficit)</b>	-	-	-	-	-	-	-	-	

Current detailed budget projection

	Select Fiscal Year	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	-	-	-	-	-	-	-	-	
<b>Ending Balance (Deficit)</b>	-	-	-	-	-	-	-	-	



Current detailed budget projection

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>REVENUES</b>								
State Financing Sources								-
Grants								-
Other Financing Sources								-
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-
<b>EXPENDITURES</b>								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
<b>Fund Balance (Deficit)</b>								
<b>Beginning Balance (Deficit)</b>	-	-	-	-	-	-	-	-
<b>Ending Balance (Deficit)</b>	-	-	-	-	-	-	-	-

Current detailed budget projection

	Select Fiscal Year	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	-	-	-	-	-	-	-	-	
<b>Ending Balance (Deficit)</b>	-	-	-	-	-	-	-	-	

Current detailed budget projection

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>REVENUES</b>								
State Financing Sources								-
Grants								-
Other Financing Sources								-
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-
<b>EXPENDITURES</b>								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
<b>Fund Balance (Deficit)</b>								
<b>Beginning Balance (Deficit)</b>	-	-	-	-	-	-	-	-
<b>Ending Balance (Deficit)</b>	-	-	-	-	-	-	-	-

Current detailed budget projection

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>REVENUES</b>								
State Financing Sources								-
Grants								-
Other Financing Sources								-
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-
<b>EXPENDITURES</b>								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
<b>Fund Balance (Deficit)</b>								
<b>Beginning Balance (Deficit)</b>	-	-	-	-	-	-	-	-
<b>Ending Balance (Deficit)</b>	-	-	-	-	-	-	-	-

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
<b>Total</b>		-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	471,670									471,670
Expenditures		471,670								471,670
Cumulative Balance	471,670	-	-	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year


Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
<b>Cumulative Balance</b>	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
<b>Cumulative Balance</b>	-	-	-	-	-	-	-	-	-

**APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT**

Please check the type of request: <input checked="" type="checkbox"/> <b>NEW REQUEST</b> <i>(Complete Section I, III, and IV only.)</i>  <input type="checkbox"/> <b>AMENDED REQUEST</b> <i>(Complete Sections I through IV.)</i>		
<b>SECTION I: GENERAL INFORMATION</b>		
<b>SUPERIOR COURT:</b> Click here to enter court <a href="#">Del Norte Superior Court</a>	<b>PERSON AUTHORIZING REQUEST</b> <i>(Presiding Judge or Court Executive Officer):</i> <b>Esperanza Esparza</b>	
	<b>CONTACT PERSON AND CONTACT INFO:</b> <b>707-464-8115 x112</b>	
<b>DATE OF SUBMISSION:</b> Click here to enter a date. <a href="#">July 15, 2020</a>	<b>TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE:</b>	<b>REQUESTED AMOUNT:</b> <b>\$300,000</b>
<b>REASON FOR REQUEST</b> <i>(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):</i>  <u>Due to COVID 19 pandemic, the Court was unable to complete the furniture/remodel project in FY2019-2020. This project was to include the updating of cubicles to adhere to current ADA and ergonomic standards, improve the filing system, which is structurally unsound, and provide more appropriate usage of office space.</u>  <u>Additionally, due to the recent departure of Cluster 1 funding assurances, these monies will not be available in FY20/21 and likely beyond. However, this request includes the cost of the entire project. We anticipate if approved to have the project completed by 3<sup>rd</sup> of the 20/21 fiscal year.</u>		
<b>SECTION II: AMENDED REQUEST CHANGES</b>		
A. Identify sections and answers amended.   B. Provide a summary of the changes to the request.		
<b>SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE</b>		
A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.		
<u>A. The Del Norte Superior Court has been deemed above the "funding band" and there for is facing the most significant percentage of per capita budget reduction. This eliminates any funding for projects outside basic operations. However, if the COVID-19, this project would have been completed by the end of June 2020. Del Norte is requesting a one year extension to complete this project.</u>		

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APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?

This project is first about employee safety and ergonomically appropriate work space. Healthy employees are more productive, absenteeism is reduced and injured worker claims are minimized. Additionally, given the bleak economic fiscal state, if the Court's injured worker claims increase, the annual premium for JBWCP increases and therefore increases the Court's budget deficit.

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C. If a cost efficiency, please provide cost comparison (table template provided).

D. Describe the consequences to the court's operations if the court request is not approved.

Injured workers and poorly planned work areas reduce the rate at which work can be completed. The Court may be considering layoffs due to the current economic environment, and injured workers would only acerbate the situation.

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E. Describe the consequences to the public and access to justice if the court request is not approved.

The wait time due to the pandemic has increased; if we continue to add employees out on work-related injuries, the public is impacted exponentially.

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F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

There are no alternatives. As stated above, this project would have been complete had the COVID 19 pandemic ceased meaningful business practices.

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SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

- A. Three-year history of year-end fund balances, revenues, and expenditures ATTACHED
  
- B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf ATTACHED
  
- C. Identification of all costs, by category and amount, needed to fully implement the project ATTACHED
  
- D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year ATTACHED

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
<b>Net Revenue (Expense)</b>		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
<b>Net Revenue (Expense)</b>		-	-	-	-

<b>Cumulative Cost Savings</b>	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
<b>Net Revenue (Expense)</b>		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
<b>Net Revenue (Expense)</b>		-	-	-

<b>Cumulative Cost Savings</b>	-	-	-
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2017-18 ▼	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>Beginning Balance</b>	<b>137,821</b>	<b>387,508</b>	-					<b>525,329</b>
Revenues	2,957,039	337,999	164,327					<b>3,459,365</b>
Expenditures	2,960,762	246,818	178,286					<b>3,385,866</b>
Operating Transfers In (Out)	(16,952)	2,992	13,959					<b>(1)</b>
<b>Ending Fund Balance</b>	<b>117,146</b>	<b>481,681</b>	-	-	-	-	-	<b>598,827</b>

FY 2017-18 ▼	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>Beginning Balance</b>	<b>117,133</b>	<b>481,682</b>	-					<b>598,815</b>
Revenues	2,826,978	222,172	174,975					<b>3,224,125</b>
Expenditures	2,811,426	262,427	189,887					<b>3,263,740</b>
Operating Transfers In (Out)	(14,912)	-	14,912					<b>-</b>
<b>Ending Fund Balance</b>	<b>117,773</b>	<b>441,427</b>	-	-	-	-	-	<b>559,200</b>

FY 2018-19 ▼	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>Beginning Balance</b>	<b>117,772</b>	<b>441,427</b>	-					<b>559,199</b>
Revenues	3,265,730	270,436	147,578					<b>3,683,744</b>
Expenditures	3,254,612	206,855	151,994					<b>3,613,461</b>
Operating Transfers In (Out)	(4,416)		4,416					<b>-</b>
<b>Ending Fund Balance</b>	<b>124,474</b>	<b>505,008</b>	-	-	-	-	-	<b>629,482</b>

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the

	FY 2019-20		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources	300,000							300,000	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	<b>300,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>300,000</b>	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>								<b>-</b>	
<b>Ending Balance (Deficit)</b>	<b>300,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>300,000</b>	

Current detailed budget projection court's behalf

	FY 2020-21		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense	300,000							300,000	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	300,000	-	-	-	-	-	-	300,000	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	300,000	-	-	-	-	-	-	300,000	
<b>Ending Balance (Deficit)</b>	-	-	-	-	-	-	-	-	

Current detailed budget projection

	Select Fiscal Year	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	-	-	-	-	-	-	-	-	
<b>Ending Balance (Deficit)</b>	-	-	-	-	-	-	-	-	



Current detailed budget projection

	Select Fiscal Year	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	-	-	-	-	-	-	-	-	
<b>Ending Balance (Deficit)</b>	-	-	-	-	-	-	-	-	

Current detailed budget projection

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>REVENUES</b>								
State Financing Sources								-
Grants								-
Other Financing Sources								-
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-
<b>EXPENDITURES</b>								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
<b>Fund Balance (Deficit)</b>								
<b>Beginning Balance (Deficit)</b>	-	-	-	-	-	-	-	-
<b>Ending Balance (Deficit)</b>	-	-	-	-	-	-	-	-

Current detailed budget projection

	Select Fiscal Year	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	-	-	-	-	-	-	-	-	
<b>Ending Balance (Deficit)</b>	-	-	-	-	-	-	-	-	

Current detailed budget projection

	Select Fiscal Year	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	-	-	-	-	-	-	-	-	
<b>Ending Balance (Deficit)</b>	-	-	-	-	-	-	-	-	

Current detailed budget projection

	Select Fiscal Year	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	-	-	-	-	-	-	-	-	
<b>Ending Balance (Deficit)</b>	-	-	-	-	-	-	-	-	

## Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	300,000
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
<b>Total</b>		<b>300,000</b>

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	300,000								300,000
Expenditures		300,000							300,000
<b>Cumulative Balance</b>	<b>300,000</b>	-	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
<b>Cumulative Balance</b>	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
<b>Cumulative Balance</b>	-	-	-	-	-	-	-	-	-




## Summary of Requests for Trial Court Trust Fund Funds to be Held on Behalf of the Court (Amended Requests)

Table 2: Amended Requests for Judicial Council Consideration at its November 13, 2020 Business Meeting

Court	Does Request Change \$\$ Amount?	If Yes - \$\$ Change +/-	Current Approved Requests by Fiscal Year			Amended Requests by Fiscal Year			Category	High-Level Summary
			2019-20	2020-21	2021-22	2019-20	2020-21	2021-22		
Colusa	No	-	397,352	245,000	-	80,000	175,000	387,352	Information Technology	Case Management System
Mendocino	No	-	777,000	-	-	524,565	252,435	-	Information Technology	Case Management System
		-	<b>1,174,352</b>	<b>245,000</b>	-	<b>604,565</b>	<b>427,435</b>	<b>387,352</b>		
			<b>1,419,352</b>			<b>1,419,352</b>				
						<b>0</b>				

## APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:		
<input type="checkbox"/> <b>NEW REQUEST</b> (Complete Section I, III, and IV only.) <input checked="" type="checkbox"/> <b>AMENDED REQUEST</b> (Complete Sections I through IV.)		
<b>SECTION I: GENERAL INFORMATION</b>		
<b>SUPERIOR COURT:</b> Colusa	<b>PERSON AUTHORIZING REQUEST</b> (Presiding Judge or Court Executive Officer): Court Executive Officer	
	<b>CONTACT PERSON AND CONTACT INFO:</b> Erika F. Valencia, <a href="mailto:erika.valencia@colusa.courts.ca.gov">erika.valencia@colusa.courts.ca.gov</a> ; 530-458-5149 x9	
<b>DATE OF SUBMISSION:</b> 3/22/2017 <b>AMENDED:</b> 07/22/2020/6/27/2019	<b>TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE:</b> THROUGH FY21/220/21	<b>REQUESTED AMOUNT:</b> \$642,3525,000.00
<b>REASON FOR REQUEST</b> (Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):		
<p>Colusa County Superior Court selected to procure the Tyler Technologies, Odyssey case management system and intended to sign a Participating Addendum with said vendor in December, 2019. However, due to the holidays and an unforeseen state of emergency, Colusa was unable to sign the Participating Addendum with Tyler Technologies until April 24, 2020. As a result, the completion date of the project has been extended eighteen (18) months from the signing date. For this reason, Colusa is requesting the disbursement of funds be amended as indicated on the attached expenditure plan. is in the beginning stages of research and procurement for a new Case Management System to replace its legacy system. Given the simultaneous need for funding and risk that such an undertaking will not be funded directly by the State through a BCP (or that ancillary costs and expenditures will not be covered in such a BCP), the court must start setting aside funds today to afford such a purchase. Case management systems involve a significant one-time expenditure in implementation which far exceeds Colusa's 1% reserve or yearly available funds for such a project. Therefore, the court is proposing in this application that funds be budgeted and set aside on a yearly basis to accumulate sufficient capital to fully or partially fund (in the event of matching or supplemental funding from the State) the implementation of a new case management system.</p>		
<b>SECTION II: AMENDED REQUEST CHANGES</b>		
<p><b>A. Identify sections and answers amended.</b> Section I. Requested Amount, Section II. B., Section III. A., D., E. and F., Section IV.</p> <p><b>B. Provide a summary of the changes to the request.</b> The changes in this amended request account for a <del>decrease</del> increase in the total value of the request based on the actual amount of funds available after the final cap reduction in FY17-18 updated information available as a result of the JCC CMS RFP and BCP effort. The Court had estimated an additional \$170,000 available to contribute towards our CMS project, however, only \$167,352 were available. Of note, the Department of Finance has approved the BCP for Legacy CMS systems; nevertheless, the Department of Finance has not finalized the Fiscal Year 19/20's budget. Additionally, the total requested BCP amount for Colusa (based on RFP information and costs of implementation in staffing) was nearly \$1.7million over the course of three fiscal years (solely for the CMS implementation). This amount represents the costs projected as necessary for an optimally effective implementation and transition. However, the Department of Finance has reduced the projected BCP award amount by \$159,997. This reduction eliminated essential staff that would be assigned to this project as well as consolidated the implementation timeline to two years, creating even further necessity for dedicated staff. While this amendment increases the amount requested for funds held, it represents what the Court believes it will be able to contribute to the CMS transition and ancillary projects given its current budgetary situation. Although the BCP is expected to be granted, there are ancillary costs and expenditures related to the transition that will not be covered. Therefore, this amendment is needed regardless of whether the BCP request is in fact granted. If the BCP request is not granted, these funds still represent a bare minimum starting point that would need to be</p>		

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~~supplemented in future fiscal years (or future amendments) to account for other costs associated with this large undertaking.~~

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**SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE**

**A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.**

The primary factor in this situation is the size of the expense relative to the size of the court's yearly budget and reserves. Many vendors require significant payment to be made within the first fiscal year of contracting to secure licensing and pay implementation costs. Colusa's yearly 1% reserves amount to between \$20,000 and \$25,000 which will not be sufficient to pay for the initial costs of a new CMS. Additionally, given the difficulties many other courts have faced with CMS transitions, Colusa was planning on a longer transition period, yet the Department of Finance reduced the implementation period to two years. Reducing the implementation period would necessitate dedicating staff in order to achieve this timeline and additional funds would be required to carry the burden of ongoing costs beyond the funding period. This may result in the Court facing a choice between a rushed and problematic implementation, or having financial liabilities in a given fiscal year of transition without finances to cover them.

**APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)**

**SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE**

**B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?**

A new case management system will allow the court to prepare for and accommodate the transition to a paper-on-demand or paperless environment, accommodate e-filing, significantly increase reporting and caseflow management capabilities, and automate processes. Additionally, it will allow Colusa to transition to a modern system that allows improved stakeholder integration and coordination on a state wide basis.

**C. If a cost efficiency, please provide cost comparison (table template provided).**

N/A. This may result in cost savings, but that is contingent on upkeep costs for a new CMS and salary savings resulting from new processes made possible by a new CMS. Therefore, these cost efficiencies are currently only hypothetical. More detail will be available in the future as more information is available.

**D. Describe the consequences to the court's operations if the court request is not approved.**

If the request is not approved, the court will be wholly dependent on an approved BCP or other source of funding to fully fund the cost of transitioning to a modern CMS from its legacy CMS. In the current uncertain fiscal landscape, this could potentially leave Colusa with one of the oldest case management systems in the state. Colusa will soon be the only court in the state using the Ciber CMS, as all other courts in California have transitioned or are in the process of transitioning from Ciber. This places Colusa at a significant risk if Ciber makes the business decision to cease support operations for California courts. In the event Ciber does cease support operations for California courts, Colusa would be at risk of CMS failure resulting in a completely paper-based environment. Further Colusa would not have the financial ability or time to adequately prepare for and conduct a transition to an eventual replacement, as such a transition would inevitably be rushed to ensure continued CMS availability (from any vendor).

Additionally, if the forecasted budget reduction to the BCP is accurate, the Court will be forced to cover this deficit in order to avoid significant impacts in Court operations. Without dedicated staff to implement the new CMS, the responsibility will fall on Management and employees who are already maximizing their efforts in completing the necessary tasks to keep the Court function and provide access to justice to the public.

**E. Describe the consequences to the public and access to justice if the court request is not approved.**

If this request is not approved, Colusa will remain on its current case management system: Ciber. However, because the other courts in California using this case management system have either migrated

to a new system or are in the process of migrating, Colusa is likely to be the sole California court still using Ciber sometime in FY 19/20. This raises issues and concerns regarding the economic feasibility of long term continued support from Ciber. Should support cease at any time, Colusa will have no means of performing the necessary updates to the Case Management System to remain compliant with laws and rules of court without resorting to processing tasks by hand. Such a change in process would yield drastic consequences in case processing time and the ability for the court to perform its duties in service to the public and access to justice.

**F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?**

A BCP which provides for State funding may be a superior alternative to holding funds in the TCTF. However, Colusa has always been keenly interested in wise and forward looking fiscal management. In the current uncertain fiscal landscape, it seems most appropriate that the Court at least begin making contributions towards investment into a new CMS and not be wholly dependent on a BCP. While a BCP will be sought for funding, it is the court's opinion that showing its own willingness to contribute will increase the likelihood of funding being provided.

In addition, Colusa would plan on leveraging funds from, and prioritizing the use of, its 2% Automation Fund to supplement funds set aside in the TCTF held on behalf process, and any BCP. Given the current projected costs of the CMS software, integration, and deployment, it is expected that the current \$201,650 balance in the 2% Automation Fund will be insufficient to account for the costs of such an undertaking (currently projected at nearly \$1,700,000 including associated labor, training, and equipment costs). Use of potential BCP funding, available 2% automation funds, and the TCTF funds held on behalf program, in tandem, will improve the timeline for acquisition, implementation, and transition to a new CMS. However, without the TCTF funds held on behalf program, Colusa would be solely dependent on BCP funding to acquire a CMS any time in the near future even if the Court fully depleted its 2% Automation Fund balance. This assessment is based on current growth rates of the 2% automation fund, WAFM impact of filing reductions, branch funding changes (or stagnation), and increasing operational and staff costs.

**SECTION IV: FINANCIAL INFORMATION**

Please provide the following (table template provided for each):

**A. Three-year history of year-end fund balances, revenues, and expenditures**

See attached.

**B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf**

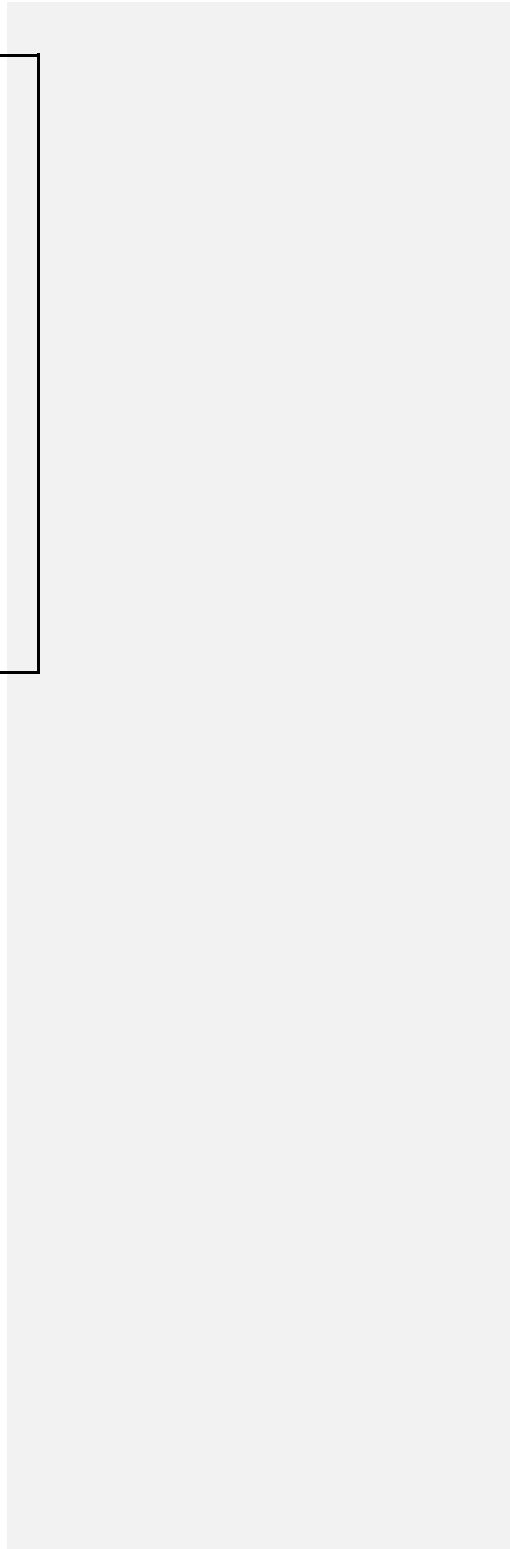
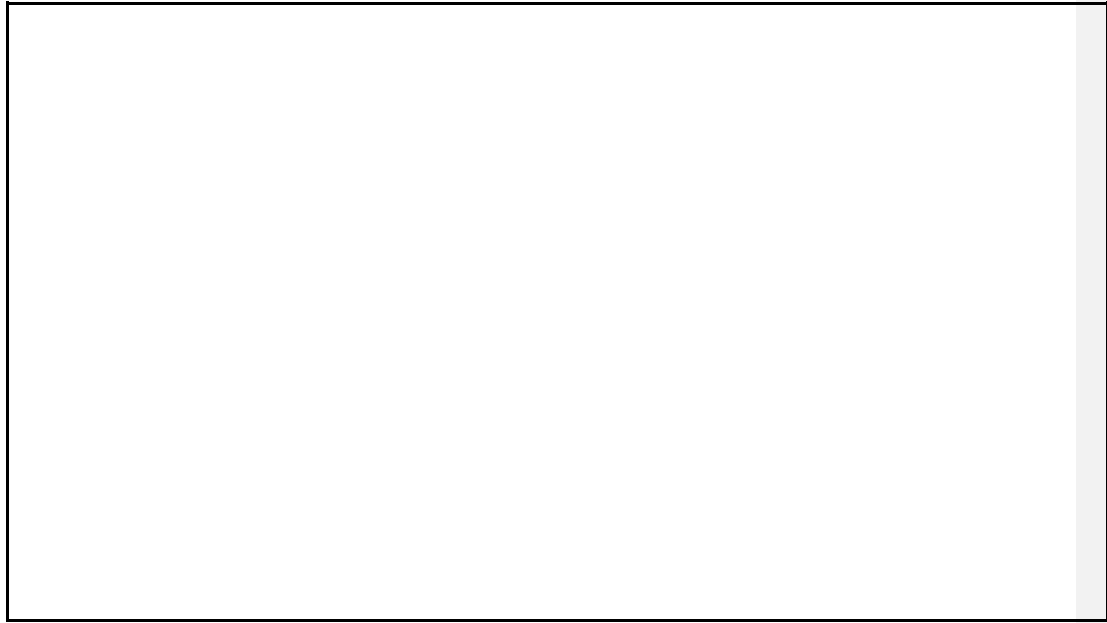
See attached.

**C. Identification of all costs, by category and amount, needed to fully implement the project**

See attached.

**D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year**

See attached.



If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
<b>Net Revenue (Expense)</b>		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
<b>Net Revenue (Expense)</b>		-	-	-	-

<b>Cumulative Cost Savings</b>	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
<b>Net Revenue (Expense)</b>		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
<b>Net Revenue (Expense)</b>		-	-	-

<b>Cumulative Cost Savings</b>	-	-	-
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2015-16 ▼	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>Beginning Balance</b>	<b>21,158</b>	<b>143,350</b>	-	<b>48,885</b>	-	-	-	<b>213,393</b>
Revenues	2,033,260	165,426	128,449	1,748				<b>2,328,883</b>
Expenditures	2,013,749	149,415	146,027					<b>2,309,191</b>
Operating Transfers In (Out)	(17,578)		17,578					-
<b>Ending Fund Balance</b>	<b>23,091</b>	<b>159,361</b>	-	<b>50,633</b>	-	-	-	<b>233,085</b>

FY 2016-17 ▼	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>Beginning Balance</b>	<b>23,091</b>	<b>159,361</b>	-	<b>50,633</b>				<b>233,085</b>
Revenues	2,174,301	152,863	116,554	383				<b>2,444,101</b>
Expenditures	2,003,299	139,802	125,558					<b>2,268,659</b>
Operating Transfers In (Out)	(9,004)		9,004					-
<b>Ending Fund Balance</b>	<b>185,090</b>	<b>172,421</b>	<b>0</b>	<b>51,016</b>	-	-	-	<b>408,527</b>

FY 2017-18 ▼	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>Beginning Balance</b>	<b>185,090</b>	<b>172,421</b>	-	<b>51,016</b>				<b>408,527</b>
Revenues	2,047,707	139,399	87,464	785				<b>2,275,355</b>
Expenditures	2,016,940	120,271	99,290					<b>2,236,501</b>
Operating Transfers In (Out)	(11,827)		11,827					-
<b>Ending Fund Balance</b>	<b>204,030</b>	<b>191,550</b>	-	<b>51,801</b>	-	-	-	<b>447,381</b>



Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the

	FY 2016-17		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>REVENUES</b>								
State Financing Sources	2,139,486	11,824						2,151,310
Grants	-		116,554					116,554
Other Financing Sources	34,815	141,039		383				176,237
<b>TOTAL REVENUES</b>	<b>2,174,301</b>	<b>152,863</b>	<b>116,554</b>	<b>383</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,444,101</b>
<b>EXPENDITURES</b>								
Salaries	734,405	2,958						737,363
Staff Benefits	414,884	1,045						415,929
General Expense	57,058	2,518	534					60,110
Printing	4,625							4,625
Telecommunications	44,903							44,903
Postage	14,201							14,201
Insurance	430							430
Travel in State	4,605		277					4,882
Travel Out of State	-							-
Training	1,106		360					1,466
Security	-							-
Facilities Operations	37,500							37,500
Utilities								-
Contracted Services	363,835	132,235	124,387					620,457
Consulting and Professional Services - County Provided	2,571							2,571
Information Technology (IT)	136,865							136,865
Major Equipment	-							-
Other Items of Expense								-
Juror Costs	2,358							2,358
Other	185,000							185,000
Debt Service	-							-
Court Construction	-							-
Distributed Administration & Allocation	(1,047)	1,047						-
Prior Year Expense Adjustment								-
<b>TOTAL EXPENDITURES</b>	<b>2,003,299</b>	<b>139,803</b>	<b>125,558</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,268,660</b>
Operating Transfers In (Out)	(9,004)		9,004					-
<b>Fund Balance (Deficit)</b>								
<b>Beginning Balance (Deficit)</b>	<b>23,091</b>	<b>159,362</b>	<b>-</b>	<b>50,632</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>233,085</b>
<b>Ending Balance (Deficit)</b>	<b>185,089</b>	<b>172,422</b>	<b>-</b>	<b>51,015</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>408,526</b>

## Current detailed budget projection court's behalf

	FY 2017-18		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources	2,015,873	16,363						2,032,236	
Grants			87,464					87,464	
Other Financing Sources	31,834	123,036		785				155,655	
<b>TOTAL REVENUES</b>	<b>2,047,707</b>	<b>139,399</b>	<b>87,464</b>	<b>785</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,275,355</b>	
<b>EXPENDITURES</b>									
Salaries	761,964	2,927						764,891	
Staff Benefits	551,381	1,507						552,888	
General Expense	62,227	2,022						64,249	
Printing	1,272							1,272	
Telecommunications	45,290							45,290	
Postage	16,079							16,079	
Insurance	435							435	
Travel in State	4,083		1,194					5,277	
Travel Out of State								-	
Training	667		555					1,222	
Security								-	
Facilities Operations	37,500							37,500	
Utilities								-	
Contracted Services	391,087	112,826	97,542					601,455	
Consulting and Professional Services - County Provided	2,512							2,512	
Information Technology (IT)	141,152							141,152	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs	2,280							2,280	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation	(989)	989						-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	<b>2,016,940</b>	<b>120,271</b>	<b>99,291</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,236,502</b>	
Operating Transfers In (Out)	(11,827)		11,827					-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	<b>185,089</b>	<b>172,422</b>	<b>-</b>	<b>51,015</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>408,526</b>	
<b>Ending Balance (Deficit)</b>	<b>204,029</b>	<b>191,550</b>	<b>-</b>	<b>51,800</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>447,379</b>	

Current detailed budget projection

	FY 2018-19		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>REVENUES</b>								
State Financing Sources	2,044,861	12,049						2,056,910
Grants			49,606					49,606
Other Financing Sources	31,418	91,604		1,026				124,048
<b>TOTAL REVENUES</b>	<b>2,076,279</b>	<b>103,653</b>	<b>49,606</b>	<b>1,026</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,230,564</b>
<b>EXPENDITURES</b>								
Salaries	696,967	2,747						699,714
Staff Benefits	496,312	1,210						497,522
General Expense	76,510	1,869						78,379
Printing	3,731							3,731
Telecommunications	33,093							33,093
Postage	16,359							16,359
Insurance	603							603
Travel in State	3,548		805					4,353
Travel Out of State								-
Training	1,217		325					1,542
Security								-
Facilities Operations	33,320							33,320
Utilities								-
Contracted Services	342,118	91,806	60,503					494,427
Consulting and Professional Services - County Provided	7,707							7,707
Information Technology (IT)	157,242							157,242
Major Equipment								-
Other Items of Expense	1							1
Juror Costs	776							776
Other	-							-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(1,600)	1,600						-
Prior Year Expense Adjustment	-							-
<b>TOTAL EXPENDITURES</b>	<b>1,867,904</b>	<b>99,232</b>	<b>61,633</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,028,769</b>
Operating Transfers In (Out)	(4,843)		4,843					-
<b>Fund Balance (Deficit)</b>								
<b>Beginning Balance (Deficit)</b>	<b>204,029</b>	<b>191,550</b>	<b>-</b>	<b>51,800</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>447,379</b>
<b>Ending Balance (Deficit)</b>	<b>407,561</b>	<b>195,971</b>	<b>(7,184)</b>	<b>52,826</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>649,174</b>

## Current detailed budget projection

	FY 2019-20		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources	2,110,873	18,000						2,128,873	
Grants			101,000					101,000	
Other Financing Sources	31,950	118,000		195				150,145	
<b>TOTAL REVENUES</b>	<b>2,142,823</b>	<b>136,000</b>	<b>101,000</b>	<b>195</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,380,018</b>	
<b>EXPENDITURES</b>									
Salaries	800,000	5,000						805,000	
Staff Benefits	575,000	1,875						576,875	
General Expense	105,000	3,800						108,800	
Printing	1,200							1,200	
Telecommunications	40,000							40,000	
Postage	18,500							18,500	
Insurance	500							500	
Travel in State	7,500		600					8,100	
Travel Out of State								-	
Training	5,675		500					6,175	
Security								-	
Facilities Operations	42,000							42,000	
Utilities								-	
Contracted Services	505,000	124,000	110,000					739,000	
Consulting and Professional Services - County Provided	3,200							3,200	
Information Technology (IT)	307,500							307,500	
Major Equipment	73,000							73,000	
Other Items of Expense								-	
Juror Costs	5,000							5,000	
Other	30,000							30,000	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	<b>2,519,075</b>	<b>134,675</b>	<b>111,100</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,764,850</b>	
Operating Transfers In (Out)	(10,100)		10,100	195				195	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	<b>407,561</b>	<b>195,971</b>	<b>(7,184)</b>	<b>52,826</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>649,174</b>	
<b>Ending Balance (Deficit)</b>	<b>21,209</b>	<b>197,296</b>	<b>(7,184)</b>	<b>53,216</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>264,537</b>	

## Current detailed budget projection

	FY 2020-21		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources	2,110,873	18,000						2,128,873	
Grants			103,875					103,875	
Other Financing Sources	33,545	118,000		195				151,740	
<b>TOTAL REVENUES</b>	<b>2,144,418</b>	<b>136,000</b>	<b>103,875</b>	<b>195</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,384,488</b>	
<b>EXPENDITURES</b>									
Salaries	772,000	5,100						777,100	
Staff Benefits	562,000	1,900						563,900	
General Expense	105,000	3,800						108,800	
Printing	750							750	
Telecommunications	51,000							51,000	
Postage	18,500							18,500	
Insurance	500							500	
Travel in State	500		600					1,100	
Travel Out of State								-	
Training	3,250		500					3,750	
Security								-	
Facilities Operations	52,000							52,000	
Utilities								-	
Contracted Services	342,000	120,000	110,000					572,000	
Consulting and Professional Services - County Provided	750							750	
Information Technology (IT)	185,000							185,000	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs	5,000							5,000	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	<b>2,098,250</b>	<b>130,800</b>	<b>111,100</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,340,150</b>	
Operating Transfers In (Out)	(7,225)		7,225	195				195	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	<b>21,209</b>	<b>197,296</b>	<b>(7,184)</b>	<b>53,216</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>264,537</b>	
<b>Ending Balance (Deficit)</b>	<b>60,152</b>	<b>202,496</b>	<b>(7,184)</b>	<b>53,606</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>309,070</b>	

Current detailed budget projection

	FY 2021-22		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>REVENUES</b>								
State Financing Sources	2,110,873	18,000						2,128,873
Grants			98,500					98,500
Other Financing Sources	33,545	118,000		195				151,740
<b>TOTAL REVENUES</b>	<b>2,144,418</b>	<b>136,000</b>	<b>98,500</b>	<b>195</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,379,113</b>
<b>EXPENDITURES</b>								
Salaries	772,000	5,100						777,100
Staff Benefits	562,000	1,900						563,900
General Expense	115,000	3,800						118,800
Printing	750							750
Telecommunications	51,000							51,000
Postage	18,500							18,500
Insurance	500							500
Travel in State	500		600					1,100
Travel Out of State								-
Training	3,250		500					3,750
Security								-
Facilities Operations	52,000							52,000
Utilities								-
Contracted Services	360,000	110,000	110,000					580,000
Consulting and Professional Services - County Provided	750							750
Information Technology (IT)	195,750							195,750
Major Equipment								-
Other Items of Expense								-
Juror Costs	5,000							5,000
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
<b>TOTAL EXPENDITURES</b>	<b>2,137,000</b>	<b>120,800</b>	<b>111,100</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,368,900</b>
Operating Transfers In (Out)	(7,225)		7,225	195				195
<b>Fund Balance (Deficit)</b>								
<b>Beginning Balance (Deficit)</b>	<b>60,152</b>	<b>202,496</b>	<b>(7,184)</b>	<b>53,606</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>309,070</b>
<b>Ending Balance (Deficit)</b>	<b>60,345</b>	<b>217,696</b>	<b>(12,559)</b>	<b>53,996</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>319,478</b>

Current detailed budget projection

	Select Fiscal Year		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	60,345	217,696	(12,559)	53,996	-	-	-	319,478	
<b>Ending Balance (Deficit)</b>	60,345	217,696	(12,559)	53,996	-	-	-	319,478	

Current detailed budget projection

	Select Fiscal Year		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	60,345	217,696	(12,559)	53,996	-	-	-	319,478	
<b>Ending Balance (Deficit)</b>	60,345	217,696	(12,559)	53,996	-	-	-	319,478	




## Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	228,285
910000	Staff Benefits	102,728
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	5,000
931000	Travel Out of State	
933000	Training	20,000
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	1,133,600
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	148,200
945000	Major Equipment	66,500
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
<b>Total</b>		<b>1,704,313</b>

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	150,000	167,352	325,000						<b>642,352</b>
Expenditures			-	80,000	175,000	387,352			<b>642,352</b>
<b>Cumulative Balance</b>	<b>150,000</b>	<b>317,352</b>	<b>642,352</b>	<b>562,352</b>	<b>387,352</b>	-	-	-	<b>1,284,704</b>

## APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:		
<input type="checkbox"/> <b>NEW REQUEST</b> <i>(Complete Section I, III, and IV only.)</i>  <input checked="" type="checkbox"/> <b>AMENDED REQUEST</b> <i>(Complete Sections I through IV.)</i>		
<b>SECTION I: GENERAL INFORMATION</b>		
<b>SUPERIOR COURT:</b> Mendocino	<b>PERSON AUTHORIZING REQUEST</b> <i>(Presiding Judge or Court Executive Officer):</i> Kim Turner	
	<b>CONTACT PERSON AND CONTACT INFO:</b> April Allen, <a href="mailto:april.allen@mendocino.courts.ca.gov">april.allen@mendocino.courts.ca.gov</a>	
<b>DATE OF SUBMISSION:</b> 5/8/2020	<b>TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE:</b>  <b>CONTRIBUTION IN FY 18/19 - \$777,000</b>  <b>EXPENDITURE IN FY 19/20 – \$524,565</b>  <b>PROJECTED EXPENDITURE IN FY 20/21 - \$252,435</b>	<b>REQUESTED AMOUNT:</b> <b>\$252,435</b>
<b>REASON FOR REQUEST</b> <i>(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):</i>  <p>The Court received approval to have \$777,000 held by JCC in FY 18/19 for the purchase and development of a new case management system and for related equipment and network infrastructure. The Court is in the process of deploying Tyler Technology's Odyssey Case Manager product but will not complete the development and deployment in the current fiscal year. Please authorize transferring \$252,435 to FY 20/21 to complete the deployment of this new case management system.</p>		
<b>SECTION II: AMENDED REQUEST CHANGES</b>		
<b>A. Identify sections and answers amended.</b>  <p>No sections are amended, except that the scope of the planned expenditures will be solely for the CMS and will not be used for other contracted IT services or IT major equipment.</p>		
<b>B. Provide a summary of the changes to the request.</b>  <p>Originally the Court planned to set aside funds for the new CMS and to upgrade network equipment. At the time the request was made the final cost of the CMS was not yet known. The contract for the CMS with Tyler Technologies is \$830,586 so the Court will only use all \$777,000 of these funds to pay for the CMS. The other planned expenditures, all related to the upgrade of the CMS, will be paid from operations funds and 2% automation funds.</p>		
<b>SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE</b>		
<b>A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.</b>		

**APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)**

**SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE**

- B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?**
  
- C. If a cost efficiency, please provide cost comparison (table template provided).**
  
- D. Describe the consequences to the court's operations if the court request is not approved.**
  
- E. Describe the consequences to the public and access to justice if the court request is not approved.**
  
- F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?**

**SECTION IV: FINANCIAL INFORMATION**

Please provide the following (*table template provided for each*):

- A. Three-year history of year-end fund balances, revenues, and expenditures**
  
  
  
  
  
  
  
  
  
  
- B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf**
  
  
  
  
  
  
  
  
  
  
- C. Identification of all costs, by category and amount, needed to fully implement the project**
  
  
  
  
  
  
  
  
  
  
- D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year**

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
<b>Net Revenue (Expense)</b>		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
<b>Net Revenue (Expense)</b>		-	-	-	-

<b>Cumulative Cost Savings</b>	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
<b>Net Revenue (Expense)</b>		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
<b>Net Revenue (Expense)</b>		-	-	-

<b>Cumulative Cost Savings</b>	-	-	-
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Prior three-year history of year-end fund balances, revenues, and expenditures

Select Fiscal Year ▼	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>Beginning Balance</b>								-
Revenues								-
Expenditures								-
Operating Transfers In (Out)								-
<b>Ending Fund Balance</b>	-	-	-	-	-	-	-	-

Select Fiscal Year ▼	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>Beginning Balance</b>								-
Revenues								-
Expenditures								-
Operating Transfers In (Out)								-
<b>Ending Fund Balance</b>	-	-	-	-	-	-	-	-

Select Fiscal Year ▼	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>Beginning Balance</b>								-
Revenues								-
Expenditures								-
Operating Transfers In (Out)								-
<b>Ending Fund Balance</b>	-	-	-	-	-	-	-	-



Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>REVENUES</b>								
State Financing Sources								-
Grants								-
Other Financing Sources								-
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-
<b>EXPENDITURES</b>								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
<b>Fund Balance (Deficit)</b>								
<b>Beginning Balance (Deficit)</b>								-
<b>Ending Balance (Deficit)</b>	-	-	-	-	-	-	-	-

Current detailed budget projection court's behalf

	Select Fiscal Year	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	-	-	-	-	-	-	-	-	
<b>Ending Balance (Deficit)</b>	-	-	-	-	-	-	-	-	

Current detailed budget projection

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>REVENUES</b>								
State Financing Sources								-
Grants								-
Other Financing Sources								-
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-
<b>EXPENDITURES</b>								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
<b>Fund Balance (Deficit)</b>								
<b>Beginning Balance (Deficit)</b>	-	-	-	-	-	-	-	-
<b>Ending Balance (Deficit)</b>	-	-	-	-	-	-	-	-

Current detailed budget projection

	Select Fiscal Year	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	-	-	-	-	-	-	-	-	
<b>Ending Balance (Deficit)</b>	-	-	-	-	-	-	-	-	

Current detailed budget projection

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>REVENUES</b>								
State Financing Sources								-
Grants								-
Other Financing Sources								-
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-
<b>EXPENDITURES</b>								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
<b>Fund Balance (Deficit)</b>								
<b>Beginning Balance (Deficit)</b>	-	-	-	-	-	-	-	-
<b>Ending Balance (Deficit)</b>	-	-	-	-	-	-	-	-

Current detailed budget projection

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>REVENUES</b>								
State Financing Sources								-
Grants								-
Other Financing Sources								-
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-
<b>EXPENDITURES</b>								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
<b>Fund Balance (Deficit)</b>								
<b>Beginning Balance (Deficit)</b>	-	-	-	-	-	-	-	-
<b>Ending Balance (Deficit)</b>	-	-	-	-	-	-	-	-

Current detailed budget projection

	Select Fiscal Year	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
<b>REVENUES</b>									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-	
<b>EXPENDITURES</b>									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
<b>Fund Balance (Deficit)</b>									
<b>Beginning Balance (Deficit)</b>	-	-	-	-	-	-	-	-	
<b>Ending Balance (Deficit)</b>	-	-	-	-	-	-	-	-	

Current detailed budget projection

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
<b>REVENUES</b>								
State Financing Sources								-
Grants								-
Other Financing Sources								-
<b>TOTAL REVENUES</b>	-	-	-	-	-	-	-	-
<b>EXPENDITURES</b>								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
<b>TOTAL EXPENDITURES</b>	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
<b>Fund Balance (Deficit)</b>								
<b>Beginning Balance (Deficit)</b>	-	-	-	-	-	-	-	-
<b>Ending Balance (Deficit)</b>	-	-	-	-	-	-	-	-



Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
<b>Total</b>		-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution										-
Expenditures										-
<b>Cumulative Balance</b>	-	-	-	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2018-19 ▼	FY 2019-20 ▼	FY 2020-21 ▼	FY 2019-20 ▼	FY 2020-21 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	777,000								777,000
Expenditures		777,000							777,000
<b>Cumulative Balance</b>	<b>777,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Amended request

Description	FY 2018-19 ▼	FY 2019-20 ▼	FY 2020-21 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	777,000								777,000
Expenditures		524,565	252,435						777,000
<b>Cumulative Balance</b>	<b>777,000</b>	<b>252,435</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## **Summary of Recommended Process, Criteria, and Required Information for Trial Court Trust Fund Fund Balance Held on Behalf of the Courts**

### **Recommended Process for Trial Court Trust Fund Fund Balance Held on Behalf of the Courts**

1. Trial Court Trust Fund fund balance will be held on behalf of trial courts only for expenditures or projects that cannot be funded by a court's annual budget or three-year encumbrance term and that require multiyear savings to implement.
  - a. Categories or activities include, but are not limited to:
    - i) Projects that extend beyond the original planned three-year term process such as expenses related to the delayed opening of new facilities or delayed deployment of new information systems;
    - ii) Technology improvements or infrastructure such as installing a local data center, data center equipment replacement, case management system deployment, converting to a VoIP telephone system, desktop computer replacement, and replacement of backup emergency power systems;
    - iii) Facilities maintenance and repair allowed under rule 10.810 of the California Rules of Court such as flooring replacement and renovation as well as professional facilities maintenance equipment;
    - iv) Court efficiencies projects such as online and smart forms for court users and RFID systems for tracking case files; and
    - v) Other court infrastructure projects such as vehicle replacement and copymachine replacement.
  
2. The submission, review, and approval process is as follows:
  - a. All requests will be submitted to the Judicial Council for consideration.
  - b. Requests will be submitted to the *director of Budget Services* by the court's presiding judge or court executive officer.
  - c. *Budget Services* staff will review the request, ask the court to provide any missing or incomplete information, draft a preliminary report, share the preliminary report with the court for its comments, revise as necessary, and issue the report to the *Fiscal Planning Subcommittee* of the Trial Court Budget Advisory Committee (TCBAC); the *subcommittee* will meet to review the request, hear any presentation of the court representative, and ask questions of the representative if one participates on behalf of the court; and *Budget Services* office staff will issue a final report on behalf of the *subcommittee* for the council.
  - d. The final report to the *subcommittee* and the Judicial Council will be provided to the requesting court before the report is made publicly available on the California Courts website.
  - e. The court may send a representative to the *subcommittee* and Judicial Council meetings to present its request and respond to questions.

3. To be considered at a scheduled Judicial Council business meeting, requests must be submitted to the *director of Budget Services* at least 40 business days (approximately eight weeks) before that business meeting.
4. The Judicial Council may consider including appropriate terms and conditions that courts must accept for the council to approve designating TCTF fund balance on the court's behalf.
  - a. Failure to comply with the terms and conditions would result in the immediate change in the designation of the related TCTF fund balance from restricted to unrestricted and no longer held on behalf of the court unless the council specifies an alternative action.
5. Approved requests that courts subsequently determine need to be revised to reflect a change (1) in the amounts by year to be distributed to the court for the planned annual expenditures and/or encumbrances, (2) in the total amount of the planned expenditures, or (3) of more than 10 percent of the total request among the categories of expense will need to be amended and resubmitted following the submission, review, and approval process discussed in 1–3 above.
  - a. Denied revised requests will result in the immediate change in the designation of the related TCTF fund balance from restricted to unrestricted and no longer held on behalf of the court unless the council specifies an alternative action.
6. Approved requests that courts subsequently determine have a change in purpose will need to be amended and resubmitted following the submission, review, and approval process discussed in 1–3 above, along with a request that the TCTF funds held on behalf of the court for the previously approved request continue to be held on behalf of the court for this new purpose.
  - a. Denied new requests tied to previously approved requests will result in the immediate change in the designation of the related TCTF fund balance from restricted to unrestricted and no longer held on behalf of the court unless the council specifies an alternative action.
7. On completion of the project or planned expenditure, courts are required to report to the Trial Court Budget Advisory Committee within 90 days on the project or planned expenditure and how the funds were expended.
8. As part of the courts' audits in the scope of the normal audit cycle, a review of any funds that were held on behalf of the courts will be made to confirm that they were used for their stated approved purpose.

## **Recommended Criteria for Eligibility for TCTF Fund Balance Held on Behalf of the Courts**

TCTF fund balance will be held on behalf of the trial courts only for expenditures or projects that cannot be funded by the court's annual budget or three-year encumbrance term and that require multiyear savings to implement.

## **Recommended Information Required to Be Provided by Trial Courts for TCTF Fund Balance Held on Behalf of the Courts**

Below is the information required to be provided by trial courts on the *Application for TCTF Funds Held on Behalf of the Court*:

### **SECTION I**

#### **General Information**

- Superior court
- Date of submission
- Person authorizing the request
- Contact person and contact information
- Time period covered by the request (includes contribution and expenditure)
- Requested amount
- A description providing a brief summary of the request

### **SECTION II**

#### **Amended Request Changes**

- Sections and answers amended
- A summary of changes to request

### **SECTION III**

#### **Trial Court Operations and Access to Justice**

- An explanation as to why the request does not fit within the court's annual operational budget process and the three-year encumbrance term
- A description of how the request will enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs
- If a cost efficiency, cost comparison (*table template provided*)
- A description of the consequences to the court's operations if the court request is not approved
- A description of the consequences to the public and access to justice if the court request is not approved
- The alternatives that the court has identified if the request is not approved, and the reason why holding funding in the TCTF is the preferred alternative

## **SECTION IV**

### **Financial Information**

- Three-year history of year-end fund balances, revenues, and expenditures (*table template provided*)
- Current detailed budget projections for the fiscal years during which the trial court would either be contributing to the TCTF fund balance held on the court's behalf or receiving distributions from the TCTF fund balance held on the court's behalf (*table template provided*)
- Identification of all costs, by category and amount, needed to fully implement the project (*table template provided*)
- A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year (*table template provided*)

JUDICIAL COUNCIL OF CALIFORNIA  
BUDGET SERVICES  
Trial Court Budget Advisory Committee  
Report to the Fiscal Planning Subcommittee

**Title:** Consideration of Continued Receipt of Children’s Waiting Room (CWR) Funds for the Los Angeles Superior Court

**Date:** 9/17/2020

**Contact:** Oksana Tuk, Senior Analyst, Judicial Council Budget Services  
916-643-8027 | [oksana.tuk@jud.ca.gov](mailto:oksana.tuk@jud.ca.gov)

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**Issue**

The Los Angeles Superior Court is requesting to continue to receive CWR funds during the unforeseen temporary closure of its CWRs in response to the COVID-19 pandemic. Continuation of CWR funds during this time will enable the court to provide safe and healthy CWR settings for children when it is determined that they can be reopened.

**Background**

Per Government Code section 70640, it is the policy of the state that courts shall endeavor to provide a CWR in each courthouse for children whose parents or guardians are attending a court hearing or for other court purposes. After January 1, 2006, a court may apply to the Judicial Council for a CWR distribution between \$2 and \$5, inclusive, from applicable filing fees (see Attachment A) to help cover the costs of operating CWRs.

Per Judicial Council approval of the Trial Court Budget Advisory Committee-recommended CWR policy revisions at its business meeting on July 24, 2020<sup>1</sup>, the Fiscal Planning Subcommittee makes a recommendation directly to the council upon a court’s request.

The Los Angeles Superior Court’s request for a continued CWR distribution is provided in Attachment B. On March 17, 2020, due to the COVID-19 pandemic and its impact on court operations, the court closed all of its nine CWR locations. Due to continued health and safety concerns for court staff and the public, the court does not plan to reopen its CWR locations until it is deemed safe. The court is closely monitoring the evolving pandemic situation and evaluating options to enable reopening as soon as it is safe to do so.

Attachment C provides the total distributions for 2016-17, 2017-18, 2018-19, and 2019-20 for the 18 courts that received CWR distributions as of 2019-20.

Attachment D provides the distribution from the First Paper General Civil Unlimited Uniform Filing Fee (Government Code section 70611) in Los Angeles County. There is no change in the distribution for this request because the court is already receiving a CWR distribution.

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<sup>1</sup> Judicial Council of Cal., Advisory Com. Rep., Trial Courts: Update to the Children’s Waiting Room Distribution and Fund Balance Policy (July 24, 2020), <https://jcc.legistar.com/View.ashx?M=F&ID=8643506&GUID=BF60227F-157A-4BBE-8BD5-A0B5F4804971>



JUDICIAL COUNCIL OF CALIFORNIA  
BUDGET SERVICES  
Trial Court Budget Advisory Committee  
Report to the Fiscal Planning Subcommittee

**Recommendation**

Approve a recommendation for consideration by the Judicial Council at its business meeting on November 13, 2020 to approve the continued distribution of CWR funds to the Los Angeles Superior Court.

**Attachments**

**Attachment A:** Government Code Section 70640

**Attachment B:** Los Angeles Superior Court's CWR continued distribution request

**Attachment C:** CWR Distribution Amount and Total Distribution

**Attachment D:** Distribution from First Paper General Civil Unlimited Uniform Filing Fee (Government Code section 70611) in Los Angeles County

**Government Code Section 70640**

(a) It is the policy of the state that each court shall endeavor to provide a children's waiting room in each courthouse for children whose parents or guardians are attending a court hearing as a litigant, witness, or for other court purposes as determined by the court. To defray that expense, monthly allocations for children's waiting rooms shall be added to the monthly apportionment under subdivision (a) of Section 68085 for each court where a children's waiting room has been established or where the court has elected to establish that service.

(b) The amount allocated to each court under this section shall be equal to the following: for each first paper filing fee as provided under Section 70611, 70612, 70613, 70614, or 70670, and each first paper or petition filing fee in a probate matter as provided under Section 70650, 70651, 70652, 70653, 70654, 70655, 70656, or 70658, the same amount as was required to be collected as of December 31, 2005, to the Children's Waiting Room Fund under former Section 26826.3 in the county in which the court is located when a fee was collected for the filing of a first paper in a civil action under former Section 26820.4.

(c) Notwithstanding any other provision of law, the court may make expenditures from these allocations in payment of any cost, excluding capital outlay, related to the establishment and maintenance of the children's waiting room, including personnel, heat, light, telephone, security, rental of space, furnishings, toys, books, or any other item in connection with the operation of a children's waiting room.

(d) If, as of January 1, 2006, there is a Children's Waiting Room Fund in the county treasury established under former Section 26826.3, the county immediately shall transfer the moneys in that fund to the court's operations fund as a restricted fund. By February 15, 2006, the county shall provide an accounting of the fund to the Administrative Office of the Courts.

(e) After January 1, 2006, the court may apply to the Judicial Council for an adjustment of the amount distributed to the fund for each uniform filing fee. A court that wishes to establish a children's waiting room, and does not yet have a distribution under this section, may apply to the Judicial Council for a distribution. Applications under this subdivision shall be made according to trial court financial policies and procedures authorized by the Judicial Council under subdivision (a) of Section 77206. Adjustments and new distributions shall be effective January 1 or July 1 of any year beginning January 1, 2006.

(f) The distribution to a court under this section per each filing fee shall be not less than two dollars (\$2) and not more than five dollars (\$5).

(Amended by Stats. 2007, Ch. 130, Sec. 135. Effective January 1, 2008.)



SHERRI R. CARTER  
EXECUTIVE OFFICER / CLERK OF COURT

111 NORTH HILL STREET  
LOS ANGELES, CA 90012-3014

***Superior Court of California***  
***County of Los Angeles***

August 25, 2020

John Wordlaw  
Chief Administrative Officer  
Judicial Council of California  
2850 Gateway Oaks, Suite 300  
Sacramento, CA 95833-3509  
Attention: Director of Budget Services

RE: **Notification of Temporary Closures of Children's Waiting Rooms**

Dear Mr. Wordlaw,

The Superior Court of California, County of Los Angeles (Court) is providing formal notification of the temporary closure of its children's waiting rooms (CWR) in response to the COVID-19 pandemic on March 17, 2020. Prior to the pandemic, the Court operated nine children's waiting rooms across the County of Los Angeles that remain funded through the filing fee distribution. The Court is evaluating options and looking at opportunities to enable it to reopen the CWR locations as soon as it is safe to do so.

Consequently, we are respectfully requesting a continuation of the filing fee distribution. This will ensure the Court is able to provide settings for children that are safe and healthy as soon as the waiting rooms can be reopened.

If you have any questions on this matter, please contact me at (213) 633-0109. Thank you in advance for your consideration of this request.

Sincerely,

A handwritten signature in blue ink that reads "Jeremy Cortez".

Jeremy Cortez  
Chief Deputy, Finance & Administration

c: Sherri R. Carter

	<b>Court</b>	<b>Distribution Amount</b>	<b>2016-17 Total Distribution</b>	<b>2017-18 Total Distribution</b>	<b>2018-19 Total Distribution</b>	<b>2019-20 Total Distribution</b>
	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>
1	Alameda	\$5	\$ 188,819	\$ 169,579	\$ 174,451	\$ 141,111
2	Butte	\$5	\$ 27,096	\$ 11,227	\$ -	\$ -
3	Contra Costa	\$5	\$ 129,349	\$ 116,444	\$ 126,445	\$ 103,152
4	Fresno	\$5	\$ 121,401	\$ 110,504	\$ 117,334	\$ 93,562
5	Los Angeles	\$5	\$ 1,295,100	\$ 1,480,168	\$ 1,603,832	\$ 1,416,027
6	Monterey	\$5	\$ 40,826	\$ 20,230	\$ -	\$ -
7	Orange	\$5	\$ 466,843	\$ 421,645	\$ 447,379	\$ 346,706
8	Riverside	\$5	\$ 317,869	\$ 287,070	\$ 328,848	\$ 252,627
9	Sacramento	\$5	\$ 373,901	\$ 348,234	\$ 314,540	\$ 180,747
10	San Bernardino	\$5	\$ 297,239	\$ 288,108	\$ 299,668	\$ 236,116
11	San Diego	\$5	\$ 430,649	\$ 380,780	\$ 407,575	\$ 317,707
12	San Francisco	\$5	\$ 140,230	\$ 124,923	\$ 130,501	\$ 100,649
13	San Joaquin	\$5	\$ -	\$ 91,233	\$ 94,255	\$ 76,281
14	San Luis Obispo	\$5	\$ 29,250	\$ 25,681	\$ 28,232	\$ 24,475
15	San Mateo	\$5	\$ 81,204	\$ 71,715	\$ 76,285	\$ 63,445
16	Santa Barbara	\$5	\$ 48,354	\$ 43,675	\$ 45,150	\$ 39,227
17	Santa Clara	\$5	\$ 174,867	\$ 162,279	\$ 172,182	\$ 149,686
18	Solano	\$5	\$ 56,083	\$ 54,379	\$ 59,359	\$ 49,203
19	Sonoma	\$5	\$ 55,979	\$ 49,926	\$ 54,341	\$ 44,085
20	Stanislaus	\$2	\$ 24,371	\$ -	\$ -	\$ -
21	Ventura	\$5	\$ 103,657	\$ 92,008	\$ 97,711	\$ 75,919
	<b>Total</b>		<b>\$ 4,403,087</b>	<b>\$ 4,349,806</b>	<b>\$ 4,578,087</b>	<b>\$ 3,710,723</b>

Distribution from First Paper General Civil Unlimited  
Uniform Filing Fee (Government Code section 70611)  
in Los Angeles County

**Attachment D**

<b>Distribution</b>	<b>State vs. Local</b>	<b>Current</b>
Trial Court Trust Fund Base Allocation	State	\$322.95
Children's Waiting Room	State	\$4.75
Automated Recored-Keeping and Micrographics	State	\$3.00
Judges' Retirement Fund	State	\$2.50
State Court Facilities Construction Fund	State	\$35.00
Immediate & Critical Needs Account	State	\$30.00
Local Courthouse Construction Surcharges		\$0.00
Equal Access Fund	Local	\$4.80
Dispute Resolution	Local	\$8.00
Law Library	Local	\$24.00
<b>Fee Amount</b>		<b>\$435.00</b>