

Judicial Council of California

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REPORT TO THE JUDICIAL COUNCIL

Item No.: 23-044
For business meeting on November 17, 2023

Title

Trial Courts: Trial Court Trust Fund Funds Held on Behalf of the Trial Courts

Rules, Forms, Standards, or Statutes Affected None

Recommended by

Fiscal Planning Subcommittee of the Trial Court Budget Advisory Committee Hon. Jonathan B. Conklin, Chair

Agenda Item Type

Action Required

Effective Date

November 17, 2023

Date of Report

October 26, 2023

Contact

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Executive Summary

The Fiscal Planning Subcommittee of the Trial Court Budget Advisory Committee recommends approval of 16 new and 14 amended requests of Trial Court Trust Fund (TCTF) funds to be held on behalf of the trial courts, totaling \$22.5 million from 18 trial courts. Under the Judicial Council—adopted process, courts can request a reduction in their TCTF allocations be retained in the TCTF as restricted fund balance for the benefit of those courts. The funds are then allocated back to the courts by the Judicial Council for the purposes stated in their approved requests.

Recommendation

Based on actions taken at its meeting on August 31, 2023, the Fiscal Planning Subcommittee of the Trial Court Budget Advisory Committee recommends that the Judicial Council, effective November 17, 2023, approve:

- 1. New funding requests, totaling \$13.2 million (Attachment 1), as follows:
 - \$284,000 request from El Dorado Superior Court for implementation and deployment of its case management system (CMS) (Attachment 2);
 - \$70,000 request from Glenn Superior Court for courthouse renovations (Attachment 3);

- \$178,000 request from Lake Superior Court for courthouse construction (Attachment 4);
- \$110,000 request from Nevada Superior Court for various projects which include courthouse updates and implementation of a work management system (Attachment 5);
- \$295,000 request from Orange Superior Court for implementation of its CMS (Attachment 6);
- \$316,000 request from Orange Superior Court to partially fund the Oracle Infrastructure project implementation (Attachment 7);
- \$632,000 request from Orange Superior Court to partially fund the Grand Central project and integration with its CMS (Attachment 8);
- \$4 million request from San Bernardino Superior Court for courthouse construction due to six new judgeships (Attachment 9);
- \$2.3 million request from San Bernardino Superior Court for migration to a new CMS (Attachment 10);
- \$600,000 request from San Bernardino Superior Court for expansion of the existing speech-to-text technologies (Attachment 11);
- \$2.5 million request from San Bernardino Superior Court for courthouse renovations (Attachment 12);
- \$386,000 request from San Luis Obispo Superior Court for various projects including courtroom upgrades and modification projects (Attachment 13);
- \$350,000 request from Santa Clara Superior Court for implementation of an automation project (Attachment 14);
- \$714,000 request from Sutter Superior Court for various projects including technological enhancements and facility modifications (Attachment 15);
- \$389,000 request from San Joaquin Superior Court for facility upgrades (Attachment 16); and
- \$17,000 request from Sierra Superior Court for courthouse renovations (Attachment 17); and

2. Amended requests, totaling \$9.3 million (Attachment 18), as follows:

- Request of Colusa Superior Court to extend the period for facility modifications from 2022–23 to 2025–26, totaling \$284,000 (Attachment 19);
- Request of Imperial Superior Court to extend the period for courthouse construction from 2022–23 to 2023–24, totaling \$100,000 (Attachment 20);
- Request of Lake Superior Court to reduce the original request of \$17,000 by \$8,000 and extend the period from 2022–23 to 2023–24 for a CMS project, for a revised total of \$9,000 (Attachment 21);
- Request of Lake Superior Court to withdraw the original request for a CMS project from 2022–23, totaling -\$30,000 (Attachment 22);
- Request of Mariposa Superior Court to extend the period for facility renovations from 2021–22 to 2022–23, and to increase the requested amount by \$356,000 from \$50,000 to \$406,000 (Attachment 23);
- Request of Mono Superior Court to extend the period for audio and visual upgrades from 2022–23 to 2024–25, totaling \$168,000 (Attachment 24);

- Request of Monterey Superior Court to extend the period for courthouse construction from 2022–23 to 2024–25, totaling \$25,000 (Attachment 25);
- Request of San Benito Superior Court to extend the period for various projects from 2020–21 to 2023–24, totaling \$644,000 (Attachment 26);
- Request of Ventura Superior Court to extend the period for CMS upgrades through 2025–26, and to increase the requested amount in fund balance year 2022–23 by \$920,000 from \$1 million to \$1.9 million (Attachment 27);
- Request of Monterey Superior Court to reduce the original request of \$50,000 by \$12,000 and extend the period from 2022–23 to 2023–24 for a fleet purchase, for a revised total of \$38,000 (Attachment 28);
- Request of Monterey Superior Court to extend the period for facility upgrades from 2021–22 to 2022–23, and to increase the requested amount by \$108,000 from \$221,000 to \$329,000 (Attachment 29);
- Request of Monterey Superior Court to extend the period for facility upgrades from 2020–21 to 2022–23, and to increase the requested amount by \$128,000 from \$169,000 to \$297,000 (Attachment 30);
- Request of Monterey Superior Court to extend the period for facility upgrades from 2021–22 to 2022–23, and to increase the requested amount by \$266,000 from \$250,000 to \$516,000 (Attachment 31); and
- Request of San Joaquin Superior Court to amend the period for facility construction through 2025–26, and to increase the requested amount for fund balance year 2022–23 by \$80,000, totaling \$4.5 million (Attachment 32).

Relevant Previous Council Action

On April 15, 2016, the council approved the Trial Court Budget Advisory Committee's (TCBAC's) recommended process, criteria, and required information for trial courts to request that Trial Court Trust Fund–reduced allocations related to the trial courts' statutory fund balance cap be retained in the TCTF as restricted fund balance for the benefit of those courts. This process allows the courts to prudently plan for and fund necessary court infrastructure projects such as (1) technology or infrastructure improvements; (2) facilities maintenance and repair allowed under California Rules of Court, rule 10.810; (3) court efficiency projects; and (4) other projects that would not be possible as an unintended consequence of the fund balance cap.

The criterion for eligibility is that a court has significant expenditures that cannot be financed within its annual budget. The submission, review, and approval process and the allowance for additional appropriate terms and conditions are consistent with the process for supplemental funding requests.

¹ Judicial Council of Cal., Advisory Com. Rep., *Trial Court Allocations: Trial Court Reserves Held in the Trial Court Trust Fund* (Mar. 25, 2016), https://jcc.legistar.com/View.ashx?M=F&ID=4378277&GUID=57D6B686-EA95-497E-9A07-226CA724ADCB.

The requirements for submission of a funds held on behalf (FHOB) request are to ensure that the council is aware of use of funds in excess of the fund balance cap and has given its explicit approval. Post-completion reporting and audit requirements ensure a final review of the plans and their adherence to the approved purpose. Requests approved by the council since implementation of the FHOB program are shown in the table below:

Fund Balance Fiscal Year	No. of Trial Courts	Amount (in millions)
2015–16	15	\$8.3
2016–17	14	\$6.9
2017–18	11	\$1.6
2018–19	10	\$6.4
2019–20	15	\$6.1
2020–21	14	\$7.4
2021–22	20	\$12.4

In January 2020, the council adopted the TCBAC's recommendation to adopt revisions to the *Judicial Council–Approved Process, Criteria, and Required Information for Trial Court Trust Fund, Fund Balance Held on Behalf of the Courts*, including streamlining the submission schedule, making a change to the recipient of the request, and providing language corrections to better align with court year-end closing, trial court allocation offsets, and requests to amend previously reviewed requests.²

In May 2022, the council adopted the TCBAC's recommendation to adopt further revisions to the Judicial Council—approved *Summary of Recommended Process, Criteria, and Required Information for Trial Court Trust Fund, Fund Balance Held on Behalf of the Courts* (Attachment 33). These recommendations included (1) changing the requirement for reporting to the TCBAC within 90 days of completion of a project or planned expenditure regarding how the funds were expended, from a quarterly to an annual reporting of all projects or planned expenditures completed in a fiscal year; (2) a requirement for the annual reporting to include status updates on projects or planned expenditures not completed; and (3) making corresponding language changes to the existing policy, as appropriate.³

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² Judicial Council of Cal., Advisory Com. Rep., *Updates to the Funds Held on Behalf of the Trial Courts Policy* (Dec. 20, 2019), https://jcc.legistar.com/View.ashx?M=F&ID=7977186&GUID=6B519461-BD50-4F19-9B80-CD40F8FD64FE.

³ Judicial Council of Cal., Advisory Com. Rep., *Trial Court Budget: Funds Held on Behalf of the Trial Courts Reporting Frequency* (Apr. 22, 2022), https://jcc.legistar.com/View.ashx?M=F&ID=10830769&GUID=305F68B7-26CF-4E57-B29D-BD15D8B1CB6D.

Analysis/Rationale

A TCTF FHOB of the trial courts allows the courts to meet contractual obligations and fund necessary court infrastructure projects, such as technology improvements or infrastructure, rule 10.810–allowable facilities maintenance and repair, court efficiency projects, and other court infrastructure projects in which the work extends beyond the three-year term of the contract encumbrance.

Under Government Code section 77203, before June 30, 2014, a trial court could carry over all unexpended funds from the court's operating budget from the prior fiscal year. Commencing June 30, 2014, and concluding June 30, 2019, a trial court could carry over unexpended funds in an amount not to exceed 1 percent of the court's operating budget from the prior fiscal year. Commencing June 30, 2020, a trial court may carry over unexpended funds in an amount not to exceed 3 percent of the court's operating budget from the prior fiscal year.⁴

Government Code section 68502.5(c)(2)(A) requires the Judicial Council, when setting the allocations for trial courts, to set a preliminary allocation in July of each fiscal year. Further, in January of each fiscal year, after review of available trial court reserves as of June 30 of the prior fiscal year, the Judicial Council must finalize allocations to trial courts. Each court's finalized allocation must be offset by the amount of reserves in excess of the amount authorized to be carried over under Government Code section 77203(b).

Policy implications

These recommendations are consistent with current law and Judicial Council policy requirements.

Comments

This item did not circulate for comment and received no public comment.

Alternatives considered

Each court detailed specific alternatives in their attached applications. Overall, if the requests are not approved, the courts will either use other resources from their operating budgets, which will reduce available resources; postpone implementation of the requested actions; or reduce services to the public.

Fiscal and Operational Impacts

Allocating the requested funds incurs no additional cost to the courts, and workload associated with monitoring and tracking the FHOB requests is absorbed by Judicial Council staff. If the requests are not approved, the courts' budgets will be adversely affected, as will the courts' ability to effectively serve the public and support access to justice.

⁴ Added as part of Senate Bill 1021 (Stats. 2012, ch. 41), later amended by Senate Bill 95 (Stats. 2019, ch. 36, § 2), effective June 27, 2019.

Attachments and Links

- 1. Attachment 1: Summary of New Requests
- 2. Attachment 2: Application—Request from El Dorado Superior Court
- 3. Attachment 3: Application—Request from Glenn Superior Court
- 4. Attachment 4: Application—Request from Lake Superior Court
- 5. Attachment 5: Application—Request from Nevada Superior Court
- 6. Attachment 6: Application—Request from Orange Superior Court
- 7. Attachment 7: Application—Request from Orange Superior Court
- 8. Attachment 8: Application—Request from Orange Superior Court
- 9. Attachment 9: Application—Request from San Bernardino Superior Court
- 10. Attachment 10: Application—Request from San Bernardino Superior Court
- 11. Attachment 11: Application—Request from San Bernardino Superior Court
- 12. Attachment 12: Application—Request from San Bernardino Superior Court
- 13. Attachment 13: Application—Request from San Luis Obispo Superior Court
- 14. Attachment 14: Application—Request from Santa Clara Superior Court
- 15. Attachment 15: Application—Request from Sutter Superior Court
- 16. Attachment 16: Application—Request from San Joaquin Superior Court
- 17. Attachment 17: Application—Request from Sierra Superior Court
- 18. Attachment 18: Summary of Amended Requests
- 19. Attachment 19: Application—Request from Colusa Superior Court
- 20. Attachment 20: Application—Request from Imperial Superior Court
- 21. Attachment 21: Application—Request from Lake Superior Court
- 22. Attachment 22: Application—Request from Lake Superior Court
- 23. Attachment 23: Application—Request from Mariposa Superior Court
- 24. Attachment 24: Application—Request from Mono Superior Court
- 25. Attachment 25: Application—Request from Monterey Superior Court
- 26. Attachment 26: Application—Request from San Benito Superior Court
- 27. Attachment 27: Application—Request from Ventura Superior Court
- 28. Attachment 28: Application—Request from Monterey Superior Court
- 29. Attachment 29: Application—Request from Monterey Superior Court
- 30. Attachment 30: Application—Request from Monterey Superior Court
- 31. Attachment 31: Application—Request from Monterey Superior Court
- 32. Attachment 32: Application—Request from San Joaquin Superior Court
- 33. Attachment 33: Judicial Council—Summary of Recommended Process, Criteria, and Required Information for Trial Court Trust Fund, Fund Balance Held on Behalf of the Courts

Summary of Requests for Trial Court Trust Fund, Funds Held on Behalf of the Courts

New Requests

For consideration at the November 17, 2023 Judicial Council meeting.

Court	Amount Request	Category	High Level Summary
El Dorado	284,000	Technology	CMS
Glenn	70,382	Facility	Construction
Lake	178,225	Facility	Construction
Nevada	110,000	Various	Upgrades/CMS
Orange	295,224	Technology	CMS
Orange	316,000	Technology	CMS
Orange	632,000	Technology	CMS
San Bernardino	4,000,000	Facility	Construction
San Bernardino	2,337,861	Technology	CMS
San Bernardino	600,000	Technology	Technology
San Bernardino	2,500,000	Facility	Upgrades
San Luis Obispo	385,944	Various	Construction/Upgrades
Santa Clara	350,000	Technology	Automation
Sutter	714,178	Various	Construction/Upgrades
San Joaquin	388,867	Facility	Upgrades
Sierra	17,019	Facility	Upgrades

\$ 13,179,700

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.)								
MENDED REQUEST (Complete s	Sections I through IV.)		1926					
SECTION I: GENERAL INFORMAT	ION							
SUPERIOR COURT: El Dorado	PERSON AUTHORIZING REQUEST (Preside Shelby Wineinger, Court Executive Officer		t Executive Officer):					
	CONTACT PERSON AND CONTACT INFO: Amber Brazeal – abrazeal@eldoradocourt.or	ra – 530-621-545 7	,					
DATE OF SUBMISSION: 8/3/2023	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY 22/23 TO FY 23/24	REQUESTED A \$ 284,000.00						
REASON FOR REQUEST (Please by project/proposal. Use attachments if a	riefly summarize the purpose for this request, in additional space is needed.):	cluding a brief de	scription of the					
The project will include Softfile to pick approximately 22,135,740 images, in	ourt records to make them easily accessible in a up file boxes from the Court, prepare and scar dex the cases by case number (361,560 files) des, deliver multipage PDF for upload into JTI eC	n 9,039 boxes of clocument destruct	case files, scan ion after project					
Please see the attached documents.								
SECTION II: AMENDED REQUEST	CHANGES							
A. Identify sections and answers a N/A	amended.							
B. Provide a summary of the char	nges to the request.							
SECTION III: TRIAL COURT OPER	ATIONS AND ACCESS TO JUSTICE							
year encumbrance term. The funding objectives of this pro	not fit within the court's annual operational be	eration budget. It	is necessary for					
the court to use funds in excess o	of their fund balance cap to meet the funding ob	jectives of this pro	oject.					
	OURT OPERATIONS AND ACCESS TO JUST	•	ieuj					
								

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

Efficiencies and effectiveness will be gained by digitizing all case files making them available to our judges and court clerks at a moment's notice, increasing the access to justice.

Provides greater access to both current and historical court records to the public. Digitizing the records further ensures any records with long term retention requirements are accurately preserved against degradation preserving an accurate record

- Reduced need for public to come to the Courthouse to obtain copies of documents
- Self-service at a time and place of their convenience
- A reduction of copy fees
- An increase in the speed of access to files, especially during hearings
- C. If a cost efficiency, please provide cost comparison (table template provided). N/Δ
- D. Describe the consequences to the court's operations if the court request is not approved.
 This is a big project, and the Court will only be able to fund a part of this critical project possibly leaving many files in boxes, and a time-consuming process to pull these files from storage.
- E. Describe the consequences to the public and access to justice if the court request is not approved.

 If this request is not approved, the process of digitizing our case files will be a much longer process and take many years to complete thus decreasing the public's ability to have access to justice. Many files will be able to be digitized with the funds that we were able to encumber, however, there will still be many files that will have to wait and take longer to pull if requested by the public.
- 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 only alternative is to lose the funding designated for this project with the hope of securing it through the TCTF process which will delay the Court ability to keep moving forward. This Court was unable to pursue this project in the most recent fiscal years as it was focused on securing funds to replace its failing case management system that was end of life and no longer supported.

Ple	ease provide the following (table template provided for each):
A.	Three-year history of year-end fund balances, revenues, and expenditures
Ь	Comment detailed budget prejections for the finest years the trial count would either be contributing to an
В.	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

Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2021-22				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,056,847	119,056	-					1,175,902
Revenues	9,795,295	856,979	295,160					10,947,434
Expenditures	9,595,500	945,856	295,160					10,836,516
Operating Transfers In (Out)	(1,075)	1,075						-
Ending Fund Balance	1,255,567	31,253	-	-	-	-	-	1,286,820

FY 2020-21				FUN	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	863,126	54,958	-					918,084
Revenues	8,771,663	550,351	393,849					9,715,863
Expenditures	8,567,989	496,208	393,849					9,458,046
Operating Transfers In (Out)	(9,954)	9,954						-
Ending Fund Balance	1,056,846	119,055	-	-	•	-	-	1,175,901

FY 2019-20				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	27,723	-	-					27,723
Revenues	9,063,419	574,805	473,828					10,112,052
Expenditures	8,218,535	529,327	473,828					9,221,690
Operating Transfers In (Out)	(9,481)	9,481						-
Ending Fund Balance	863,126	54,959	-	-	-	-	-	918,085

Application for TCTF Funds Held on Behalf of the Court

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

Current detailed budget projections for the f	fiscal years the trial court wo	uld either be contributing to or receiving distributions	from the TCTF fund balar	nce held on the court's behalf																														
FY 2022-23	▼	FUNDS		Select Fiscal Year	▼	FUNDS			Select Fiscal Year	▼	FUNDS		Select Fisca	al Year 🔻		FUNDS			Select Fiscal Year	▼	FUNDS		Sele	lect Fiscal Year	₹UNDS		Select Fiscal Year	▼	FUNDS		Select Fiscal Year	▼	FUNDS	
Description General	ral Special Revenue S Non-Grant	Special Revenue Grant Capital Projects Debt Service Proprieta	ry Fiduciary T	TOTAL General Specia Noi	al Revenue Special Revenue on-Grant Grant	Capital Projects D	ebt Service Proprietary Fiduciary	TOTAL	General Specia	al Revenue Special Revenue on-Grant Grant	Capital Projects Debt Ser	vice Proprietary Fiduciary	TOTAL Gen	neral Special Rever	nue Special Revenu t Grant	e Capital Projects Debt Se	Service Proprietar	ry Fiduciary TOTAL	General S	pecial Revenue Special R Non-Grant Gra	Revenue Capital Projects Debt Servi	ice Proprietary	Fiduciary TOTAL	General	Special Revenue Non-Grant Special Revenue Grant Capital Projects Debt Service Proprietary Fidu	iciary TOTAL	General	Special Revenue Special Revenue Non-Grant Grant	Capital Projects	Debt Service Proprietary Fiduciary TOTAL	General	Special Revenue Non-Grant	Special Revenue Grant Capital Projects Debt Service	Proprietary Fiduciary TOTAL
REVENUES																																		
State Financing Sources 9,9	962,636 589,382			10,552,018				-					-					-					-				-				-			
Grants		228,650		228,650				-					-					-					-				-				-			
Other Financing Sources 2	258,785 498,806			757,591				-					-					-					-				-				-			
Other Financing Sources 2 TOTAL REVENUES 10,2	221,421 1,088,188	228,650		11,538,259 -		-		-	-		-		-	-		-			-	-		-		-		-			-			-		
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Services - County Provided	14.125 440.527	4.121		458.773				_										_					_				_				_			
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Major Equipment 1	109.122			109.122				<u> </u>										<u> </u>									_				_			+ + + + + + + + + + + + + + + + + + + +
Other Items of Expense	103,122			-				<u> </u>										<u> </u>									_				_			+ + + + + + + + + + + + + + + + + + + +
Juror Costs	48.535		 	48.535	-			 	 			- - - 				+ + + + + + + + + + + + + + + + + + + +		 				+					-	 	+		_	+	 '	+ + + + + + + + + + + + + + + + + + + +
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Allocation	(60,742) 24,615	36,128		1				_					.					_	.				_				-				_			
Prior Year Expense Adjustment	3.723	-		3,723				-					-					-					- 1				-				-			
TOTAL EXPENDITURES 10,0	025,395 1,010,059	228,651		11,264,105 -		-		-	-		<u>- </u>		<u>-</u>	-		-			-	-		-		-		-					<u> </u>	-		
Other Debt Service Court Construction Distributed Administration & (Incomplete and Incomplete				-				-					-					-					-				-				-			
Fund Ralance (Deficit)																																		
Reginning Ralance (Deficit)	21 252		 	1 296 920 1 451 502	100 202 /41	 	+ +	1 560 074	1.451.593	100 202		+ + +	1 560 074	1 /51 502 100	202	(1)		1 560 0	74 1 451 502	100 202	(1)	+	1 560 074	1 /51 502	100 202 (1)	1 566	0.074 1.451.50	100 292	<u>, </u>	1.500	274 1 451 502	100 202	(1)	15/
Beginning Balance (Deficit) 1,2 Ending Balance (Deficit) 1.4	255,567 31,253 451,593 109,382	(1)		1,286,820 1,451,593 1,560,974 1,451,593	109,382 (1) 109,382 (1)	 	- - - 	1,560,974 1,560,974	1,451,593	109,382 (1) 109,382 (1)	-	· · · 	1,560,974 1 1.560.974 1	1,451,595 109,	302	(1)		- 1,560,97 - 1,560,97	74 1,451,593 74 1,451,593	109,382 109.382	(1)	-	- 1,560,974 - 1,560,974	1,451,593 1,451,593	109,382 (1)	- 1,560	0,974 1,451,59 0,974 1,451,59	109,382 (1	-	1,560,9 1.560,9	974 1,451,593 974 1,451,593	109,382 109,382	(1)	1,560 1,560
Enging Balance (Deficit) 1,4	451,593 109,382	(1) - -	• •	1,560,974 1,451,593	109,382 (1)	1	- - -	1,560,974	1,451,593	109,382 (1)	-	- - -	1,560,9/4 1	1,451,593 109,	,382	(1) -	- -	- 1,560,97	74 1,451,593	109,382	(1) - -	- 1	- 1,560,974	1,451,593	109,382 (1) - -	- 1,560	U,974 1,451,59	35	L) -	- - - 1,560,9	9/4 1,451,593	109,382	(1) - - '	- - 1,5

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

	Expenses Category							
GL Account	Description	Amount						
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	284,000						
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							
Total		284,000						

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

Description	FY 2022-23	FY 2023-24	Select Fiscal Year	Total					
Contribution	284,00)							284,000
Expenditures		284,000							284,000
Cumulative Balance	284,00	-	-	-	-	-	-	-	-

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 INFORMAT	ION									
SUPERIOR COURT: Glenn	PERSON AUTHORIZING REQUEST (President Diana Baca, CEO	ing Judge or Court Executive Officer)								
	CONTACT PERSON AND CONTACT INFO:	024 1040								
DATE OF SUBMISSION: 7/11/2023	Diana Baca, dbaca@glenncourt.ca.gov, 530- TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: JULY 2023 TO JUNE 2024	REQUESTED AMOUNT: \$70,382.14								
REASON FOR REQUEST (Please bit project/proposal. Use attachments if a	riefly summarize the purpose for this request, in additional space is needed.):	cluding a brief description of the								
three courtrooms. The original specific Standards, and as such, are not current communications allowing for greater at three courtrooms to be supplied with	ng the completion of a courthouse renovation / cation for the technology to be installed in the cent for today's courtroom use, specifically, the usercess to justice. The construction / renovation remote audio and video capabilities. The other ted construction project, but the hardware and pairicant direct cost to the court.	ourtrooms came from the 2011 se of audio and video remote project specified only one of the two courtrooms will be wired for								
SECTION II: AMENDED REQUEST	CHANGES									
A. Identify sections and answers a										
B. Provide a summary of the chan	iges to the request.									
SECTION III: TRIAL COURT OPER	ATIONS AND ACCESS TO JUSTICE		-							
	not fit within the court's annual operational b	oudget process and the three-								
and addition was originally based	ware that the standards upon which the techno is not current for today's needs. The cost of u d are significantly outside of our normal operatin	ograding these standards would								

	APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)
SE	CTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE
В.	How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs? Enhancing all three of our courtrooms with modern audio-visual remote capabilities will allow persons who cannot attend in person the opportunity to attend remotely.
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 court will not have audio-visual remote capabilities in two of the three courtrooms if this is not approved.
E.	Describe the consequences to the public and access to justice if the court request is not approved. Remote appearances will be limited to one courtroom causing delays to the access to justice by persons needing to appear remotely.
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 only alternative identified is to use a laptop for remote access, however, the Judicial Council design team does not recommend this as the audio and video quality would be inferior.
SE	CTION IV: FINANCIAL INFORMATION

Ple	ase provide the following <i>(table template provided for each)</i> :
A.	Three-year history of year-end fund balances, revenues, and expenditures
В.	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

Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2020-21				FUN	IDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	121,030	103,382						224,412
Revenues	2,872,387	325,552	171,824	125,982				3,495,745
Expenditures	2,797,818	305,706	172,871	125,982				3,402,377
Operating Transfers In (Out)	(1,047)		1,047					-
Ending Fund Balance	194,552	123,228	-	-	-	-	-	317,780

FY 2021-22				FUN	IDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	194,552	123,228	-					317,780
Revenues	3,041,434	413,823	270,947	119,933				3,846,137
Expenditures	2,833,005	395,003	305,417	119,933				3,653,358
Operating Transfers In (Out)	(34,470)		34,470					-
Ending Fund Balance	368,511	142,048	-	-	-	-	-	510,559

FY 2022-23				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	368,511	141,507	-	-				510,018
Revenues	3,587,159	544,457	134,627	163,129				4,429,372
Expenditures	3,304,869	520,011	138,541	151,408				4,114,829
Operating Transfers In (Out)	(6,284)	2,371	3,914	-				1
Ending Fund Balance	644,517	168,324	-	11,721		-	-	824,562

Application for TCTF Funds Held on Behalf of the Court

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 2022-2	-23	▼	FUNDS			FY 2023-2	4	▼	FUND	S			Select Fiscal Year	→		FUNDS			Select Fisc	cal Year	▼	FUNDS	5			Select Fiscal Year	—		FUNDS			Select Fiscal V	l Year	▼	FUNDS	S		Sele	ct Fiscal Year	▼	FU	UNDS			Select Fiscal V	√Year	√	FUNDS		
	Specia	rial Revenue Special Reve	enue				Special	Revenue Special	Revenue					Special Revenue	Special Revenue					Special	Revenue Special Re	evenue					Special Revenue S	Special Revenue					Special R	Revenue Special Re	evenue				Sner	ial Revenue Special	A Revenue					Special Rev	evenue Special Re	evenue		
	eneral No	Ion-Grant Grant	Capital Projects De	ebt Service Proprietary F	iduciary TC	OTAL Ge	neral Special	-Grant G	rant Capital Proje	cts Debt Service Pro	oprietary Fiduci	ry TOTAL	General	Non-Grant	Grant	ital Projects Debt Serv	vice Proprietary	Fiduciary TO	TAL Ge	eneral Non	Grant Gran	Capital Project	ts Debt Service P	Proprietary Fiduciary	TOTAL	General	Non-Grant	Grant	oital Projects Debt Se	rvice Proprietary	Fiduciary	TOTAL Gene	eral Non-G	Grant Gran	Capital Project	cts Debt Service Propriet	tary Fiduciary	TOTAL	General	on-Grant G	irant Capital Pr	rojects Debt Service	Proprietary Fidu	Liary TOTA	AL Genera	neral Non-Grant	rant Gran	Capital Project	S Debt Service Propr'	prietary Fiduciary
	140	Join Grant					Iton	Ordine 0	Tane					I Ton Grant	Grunt					Iton	Grant Gran						Hon Grant	Grant					Troil C	Grane Gran						on Grant C	une					Non Grain	Ant Grant			
ncing Sources	2 156 691	170.484				2 627 168	3 400 000	170 484				2 570 /	9/1										+		_							_						_					+ + + + + + + + + + + + + + + + + + + +						+	- +
ilcing sources	3,430,004	170,484	1 619			124 619	3,400,000	170,464	124 619			12/1/	10						-				+		-							-						-											+	
ncing Cources	120 475	276 602	0 162 120			670 216	120 475	276 602	134,018			507 (07						-				+		-							-						-											+	
TOTAL REVENUES	3.587.159	547.087 136	4.627 163.129			4.432.002	3.530.475	547.087	134.627 -			- 4.212.1	89 -				_			_			+			_	_			_						 							+		-					
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	000 005	445.044	0.667			4.455.646	4 050 000	445.044	0.667			4 205	204																																					
	999,035	146,914	9,667			1,155,616	1,050,000	146,914	9,667			1,206,5	81						-						-							-						-							-					
ts	1,060,152	123,243	3,562			1,186,957	1,115,000	123,243	3,562			1,241,8	305						-						-							-						-					1		-				+	
ense	299,590	4,308	351			304,249	300,000	4,308	351			304,6	59						-						-							-						-							-				+	
	7,584					7,584	8,000					8,0	000						-						-							-						-							-				+	
nications	30,116	3,339	37			33,492	31,000	3,339	37			34,3	376						-						-							-						-							-				+	
	3,231	345				3,576	3,300	345				3,6	345						-						-							-						-					 		-				+	
	1,720					1,720	1,800					1,8	300						-						-							-						-							-					
te	1,873					1,873	1,900					1,9	000						-						-							-						-							-					
State						•							·						-						-							-						-							-					
	1,283					1,283	1,300					1,3	300						-						-							-						-							-					
	2,881	578	3			3,462	2,900	578	3			3,4	81						-						-							-						-							-					
perations	3,010		140,369			143,379	3,100		-			3,1	.00						-						-							-						-							-					
	17,403					17,403	18,000					18,0	000						-						-							-						-							-					
Services	683,064	1,730 10	7,769			792,563	700,000	1,730	107,769			809,4	99						-						-							-						-							-					
and Professional			1																																															
County Provided	7,342	147,410	2,575			157,327	7,400	147,410	2,575			157,3	85						-						-							-						-												
n Technology (IT)	199,497	23,191	896			223,584	200,000	23,191	896			224,0	187						-						-							-						-							-					
oment	43,847					43,847	44,000					44,0	000						-						-							-						-							-					
of Expense	1,334					1,334	1,400					1,4	100						-						-							-						-							-					
	1,420					1,420	1,500					1,5	600						-						-							-						-							-					
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truction						-													-						-							-						-							-					
d Administration &																																																		
	(74,140)	71,583	2,557			-													-						-							-						-							-					
xpense Adjustment	12,142	1:	1,123 11,039			34,304			11,7	21		11,7	21						-						-							-						-							-					
pense Adjustment OTAL EXPENDITURES	3,304,869	71,583 1 1: 522,641 13:	8,540 151,408		-	34,304 4,117,458	3,493,100	451,058	124,860 11,7	21 -	-	- 4,080,7	- 239		- [-	-	-	-		-		-	-	-	-	-		-	-		-		-	-	-	-	-	-		-	-		-	-		-	
	(6.284)	2.371	3.913			_													_						-							-						_												
Deficit)	(5)-5-1	_,	-,																																														+	
(Deficit) Balance (Deficit) Ince (Deficit)	200.544	141 507				F10.010	644 517	100 224	44 =	1		22.1	· CO4 CO4	264.252	0.767				056.043	C01 003	264.252	0.767	+		956 012	691 902	364.353	0.767				056.043	601.003	264 252	0.767			956.012	604.003	264.252	0.707		+		0000000	C01 002	264.252	0.767		
Balance (Deficit)	368,511	141,50/				510,018 824,562	644,517 681,892	168,324 264.353	- 11,77	-	-	- 824,5	662 681,89 112 681,89	264,353	9,/6/		- -		956,012 956,012	681,892 681,892	264,353 264,353	9,/6/ -	-		956,012		Z04.333 I	9,/6/	-		-	956,012 6 956,012 6	001.07/ 1	264,353	9,/6/ -	-		330.012	nx i xy/ i	264,353	9,/6/		-	- 95	√36,U12 68°	681,892 264, 681,892 264,	J4,353 /	9,767 -	-	- -

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

	Expenses Category	Amount
GL Account	Description	Amount
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	70,382
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	
Total		70,382

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

Description	FY 2023-24	Select Fiscal Year	Total						
Contribution	70,382								70,382
Expenditures	70,382								70,382
Cumulative Balance	-	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

· · · · · · · · · · · · · · · · · · ·												
Please check the type of request:		COUNCIT OF C										
NEW REQUEST (Complete Section	ı I, III, and IV only.)	3										
☐ AMENDED REQUEST (Complete S	Sections I through IV.)	1926										
SECTION I: GENERAL INFORMATI	ON											
SUPERIOR COURT:	PERSON AUTHORIZING REQUEST (Presid	ing Judge or Court Executive Officer):										
Lake	J. David Markham, Presiding Judge											
	CONTACT PERSON AND CONTACT INFO:	rdo oo goy 707 262 2274 w2262										
Michaela Noland, michaela.noland@lake.courts.ca.gov 707-263-2374, x2263 DATE OF SUBMISSION: TIME PERIOD COVERED BY THE REQUESTED AMOUNT:												
7/27/2023 REQUEST, INCLUDING CONTRIBUTION \$178,225												
	AND EXPENDITURE:											
DEAGON FOR PEGUEOT (C)	FY22 – FY25											
project/proposal. Use attachments if a	riefly summarize the purpose for this request, in additional space is needed.):	cluding a brief description of the										
completion and move to a new courth furnishing costs for the new Lake Cou be complete in late 2025 or early 2026 facility with a new four courtroom facil	\$178,225 to be held on the court's behalf for o ouse. The court is responsible for moving cost inty Courthouse. The courthouse is a new could. The New Lakeport Courthouse will replace a fity of approximately 46,000 square feet. The noting for court staff and the Lake County committee.	s and some equipment and it construction project estimated to an overcrowded, shared use ew building will provide a safe,										
	ssary so that the new courthouse may be open the trial courts, it is necessary and fiscally resp he court has the resources to do so.											
court will be responsible for several cappliances, office equipment, trash casystem. The court intends to sequence copy machine replacements with the building, the need for copy machines, prepared to handle these costs. It makes and efficient operation of the building.	esponsibility of Facilities Costs between the Judategories of one-time expenses such as moving ans, copiers, postage meters, network connective the regular technology refresh and replacement building occupancy. Additionally, due to the phones and other equipment will increase. The phones are eliminated from the project constructions are eliminated from the project constructions.	g costs, break room equipment, on, servers, telephones and VoIP ent cycle as well as telephone and he increase in size of the new e court wishes to be fully if certain items important to the										
SECTION II: AMENDED REQUEST	CHANGES											
A. Identify sections and answers a	amended.											
B. Provide a summary of the changes to the request.												
SECTION III: TRIAL COURT OPERA	ATIONS AND ACCESS TO JUSTICE											
A. Explain why the request does need year encumbrance term.	ot fit within the court's annual operational l	oudget process and the three-										

These one-time costs of the courthouse project are outside the normal ongoing operational costs of the court. The expenses are expected to occur in mid to late 2025. Given the uncertain nature of future funding for the trial courts, it is necessary and fiscally responsible to begin reserving funds for one-time project costs now when the court has the resources to do so.

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 funds will ensure that the court can meet its monetary obligations related to the project and relocation to the new courthouse. The new courthouse will provide service improvements for the public, including increased security, access, and reduce overcrowding for both court staff and the public visiting the courthouse.

- 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. Given the uncertain nature of future funding for the trial courts, it is possible the court would not be able to fund the costs for moving and new equipment. If the court was unable to do so, the opening of the new building could be delayed. Additionally, if the court did not have sufficient funds set aside for this purpose, the court would be required to use ongoing operational funding to cover these one-time costs. If the court was forced to use ongoing operational costs to cover the one-time expenses related to the new building, it would reduce court services to the public.
- E. Describe the consequences to the public and access to justice if the court request is not approved.

 The loss of funds would most likely affect the court's future operations budget, negatively affecting court services.
- 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 one-time costs of this project are outside the operational costs for the court and are consistent with the recommended process for the trial court trust fund balance held on behalf of the courts. The court needs and appreciates this process as otherwise the court may need to cut services and/or staff to provide funds to pay necessary costs to open and operate the new courthouse.

SECTION IV: FINANCIAL INFORMATION

В.	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 budget for contributing year.
c.	Identification of all costs, by category and amount, needed to fully implement the project
	Please see attached general list. Actual costs are unknown.
D.	A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year
	Please see attached.
	·

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

Please see attached.

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

Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2022-23			4 (** **)	FÜ	VD\$			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	764,164	255,420						1,019,584
Revenues	5,270,860	471,528	264,359					6,006,747
Expenditures	5,262,739	437,660	295,090			-		5,995,489
Operating Transfers In (Out)	(30,732)		30,732					-
Ending Fund Balance	741,554	289,288	0		•	-	<u> </u>	1,030,842

FY 2021-22				FU	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	475,426	231,082						706,508
Revenues	5,022,246	215,194	273,156					5,510,596
Expenditures	4,670,119	190,856	336,545					5,197,520
Operating Transfers In (Out)	(63,389)		63,389					-
Ending Fund Balance	764,164	255,420	-				-	1,019,584

FY 2020-21				, FU	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiductary	TOTAL
Beginning Balance	522,904	207,896						730,800
Revenues	4,916,503	32,956	242,029					5,191,488
Expenditures	4,890,634	9,770	315,375					5,215,779
Operating Transfers In (Out)	(73,347)		73,347	_			_	-
Ending Fund Balance	475,426	231,082	1	-	•		-	706,509

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 co

	FY 2021-22	▼		FUNDS				
77.5	General	Special Revenue	Special Revenue	L	(V)			
Description	General .	Non-Grant	Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES					<u> </u>			_
State Financing Sources	5,270,860			i		-		5,270,860
Grants	-		264,359				B)	264,359
Other Financing Sources		471,528						471,528
TOTAL REVENUES	5,270,860	471,528	264,359	-	-	•	-	6,006,747
EXPENDITURES								
Salaries	2,277,077	7,581	135,192					2,419,849
Staff Benefits	1,153,498	1,708	58,848					1,214,053
General Expense	140,816		970					141,786
Printing	9,614							9,614
Telecommunications	17,000	-	872		-			17,873
Postage	32,224							32,224
Insurance	18,190							18,190
Travel in State	13,324			Ÿ				13,324
Travel Out of State	-		<u> </u>					-
Training	4,595							4,595
Security	215,171		14,607					229,778
Facilities Operations	82,999							82,999
Utilities	2,818	-						2,818
Contracted Services	1,134,013		45,793					1,179,806
Consulting and Professional Services					;			
- County Provided	11,900	428,372			 -			440,272
Information Technology (IT)	167,978							167,978
Major Equipment	-							•
Other Items of Expense	109				-			109
Juror Costs	19,417							19,417
Other		<u>-</u>						-
Debt Service								-
Court Construction			_			-		•
Distributed Administration &								
Allocation	(38,808)		38,808	•				0
Prior Year Expense Adjustment	805							805
TOTAL EXPENDITURES	5,262,739	437,660	295,090		-	-		5,995,489
Operating Transfers In (Out)	30,732		(30,732)					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	764,164	255,420	-				•	1,019,584
Ending Balance (Deficit)	803,017	289,288	(61,463)	- 1	-	-	-	1,030,843

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

	Expenses Category	Amount
GL Account	Description	Amount
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	100,000
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	78,500
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		178,500

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

Description :	FY 2022-23	FY 2023-24	FY 2024-25	Select Fiscal Year	Total				
Contribution	178,225	,							178,225
Expenditures		•	178,225						178,225
Cumulative Balance	178,225	178,225		-	-		-	-	356,450

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:			OUNCIL OF				
X NEW REQUEST (Complete Section	I, III, and IV only.)		NO PILLONG				
AMENDED REQUEST (Complete Sections I through IV.)							
SECTION I: GENERAL INFORMAT	ION						
SUPERIOR COURT:	PERSON AUTHORIZING REQUEST (Presid	ding Judge or Cou	rt Executive Officer):				
Nevada	Laila Waheed, Court Executive Officer						
•	CONTACT PERSON AND CONTACT INFO:						
	Theresa Lambert, theresa.lambert@nccou						
DATE OF SUBMISSION:	TIME PERIOD COVERED BY THE	REQUESTED A	MOUNT:				
8/4/2023	REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: 2022-2024	\$110,000					
	AND EXPENDITURE: 2022-2024						
REASON FOR REQUEST (Please b project/proposal. Use attachments if	I riefly summarize the purpose for this request, in additional space is needed.):	ncluding a brief de	escription of the				
will be utilized in future years for increfurniture improvements in public, cou a work management system. These page 100 miles and 100 miles are provided in the provided in t		posed projects inc , and an expande improve safety, ar	lude courthouse d pilot project for				
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 i year encumbrance term.	not fit within the court's annual operational	budget process	and the three-				
the pace of expansion. As a result, the otherwise be possible in FY 23-24. If to these project areas. These funds we have the pace of expansion.	The court's budget has increased significantly in FY 22-23 and did not allow for court project resources to keep up with the pace of expansion. As a result, the court has onetime funds that can support improvements that would not otherwise be possible in FY 23-24. If the funds are not held, the court will be unable to dedicate the financial resources to these project areas. These funds will be used on one-time basis in FY 23-24 and in future years will be used for salary and operating expenses that have increased.						

Page 1 of 3 Rev. Apr. 2016

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?
- 1 Courthouse furniture in public sitting areas and meeting spaces for the public are well used and not aging well. The public responds negatively and voices disapproval. Chairs are dirty, with damaged fabric and cushions. Not only is furniture ugly and uncomfortable it is a poor representation of the court's mission to serve the public well. Replacing this furniture will improve the public-accessible spaces of the courthouse and elicit better customer satisfaction. \$35,000
- 2 Vehicle purchase for travel between court locations will allow for staff to travel safely and efficiently. The court's existing vehicle is aging and is not as efficient as newer models. A replacement vehicle will improve staff safety and reduce the court's fossil fuel footprint. \$45.000
- 3 Work management systems allow for the automation, streamlining and tracking for work within the court to deliver faster access to justice through digital workflow technologies. This funding will allow the court to transition 35% of all public requests into a digital workflow leveraging the existing court website and integration of phone calls into the digital workflow system. This initiative is a force multiplier and will decrease time to resolve public requests, reduce errors and defects, while allowing a data driven approach to operational efficiency for work flowing through this system. The court's implementation of Zendesk is in a Phase 1 pilot and this funding would allow for a Phase II pilot to expand usage across the organization. The court expects a 10% efficiency gain YoY through the data collected from the workflow management system. The court expects large efficiencies to result from the implementation of Zendesk to handle public, partner and internal work more effectively with the use of templates and redirection to existing resources where possible.
- If a cost efficiency, please provide cost comparison (table template provided).

No immediate cost efficiencies are expected, however improved workflow is expected to allow staff to focus time on other critical functions.

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

The court will delay expanded use of the work management system which will mean the efficiencies expected will not be realized. Court operations will continue to struggle to respond in a timely manner to requests from the public, partners and internal stakeholders.

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

The court's existing furniture will continue to impact public perception and comfort in the courthouse. The court will be unable to expand use of the pilot work management system which will slow enhancements and improvements quality and timeliness of service the court expects to see from that product.

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 be able to utilize the funds to improve court services and resources. Holding the funding for the specified projects will allow for more rapid improvements in the court's operations, safety and comfort.

SECTION IV: FINANCIAL INFORMATION

Page 2 of 3 Rev. Apr. 2016

Ple	ase provide the following (table template provided for each):
Α.	Three-year history of year-end fund balances, revenues, and expenditures
В.	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

Page 3 of 3 Rev. Apr. 2016

Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2020-21		FUNDS									
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL			
Beginning Balance	238,351	277,868	-	-	-	-	-	516,219			
Revenues	6,369,911	568,357	267,408					7,205,676			
Expenditures	6,402,559	510,451	267,440					7,180,450			
Operating Transfers In (Out)	(1,660)	1,628	32					-			
Ending Fund Balance	204,043	337,402	•	-	-	-	-	541,445			

FY 2021-22		FUNDS								
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL		
Beginning Balance	204,043	337,403	-					541,446		
Revenues	7,227,801	626,072	334,939					8,188,812		
Expenditures	7,139,510	569,989	334,939					8,044,438		
Operating Transfers In (Out)	(628)	628						-		
Ending Fund Balance	291,706	394,114	-	-	-	-	-	685,820		

FY 2022-23	•				FUI	NDS			
Description		General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance		291,706	394,114	-					685,820
Revenues		9,265,457	595,071	337,896					10,198,424
Expenditures		9,113,820	523,046	337,896					9,974,762
Operating Transfers In (Out)									-
Ending Fund Balance		443,343	466,139	-	-	-	-	-	909,482

Application for TCTF Funds Held on Behalf of the Court

Sec. IV.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 2022-23	▼	FUNDS	FY 2023-24	₩	DS	Select Fiscal Year	▼	FUNDS		Select Fiscal Year ▼	FUNDS		Select Fiscal Year	₩			Select Fiscal Year	▼	FUNDS		Select Fiscal Year	▼	FUNDS		Select Fiscal Year	▼	FUNDS
		Special Revenue Special	cial Revenue		Special Revenue Special Revenue		7074	Special Revenue Special Revenu	ie c l s	FIL III TOTAL	Special Revenu	ue Special Revenue Company		. Special	Revenue Special Revenue	lauren de la composition della composition de la composition della composition della composition della composition della composition della composition della	7074	Spec	ecial Revenue Special Re	venue		S S	pecial Revenue Special Revenue	Section Bullion Bullion Co.	Burner Britain	Special I	evenue Special Revenue	But at But seems But at a But
Description	General	Non-Grant	Grant Capital Projects Debt Serv	ice Proprietary Fiduciary 101AL General	Non-Grant Grant Capital Proj	jects Debt Service Proprietary Fiduciary	IOTAL General	Non-Grant Grant	Capital Projects Debt Service Proprietary	Fiduciary TOTAL	Non-Grant	Grant Capital Projects Debt Serv	rice Proprietary Fiduciary IOTA	L General Non-	Grant Grant Capital Projects	Proprietary Fiduciary	y TOTAL	General	Non-Grant Gran	t Capital Projects Debt Service Proprie	tary Fiduciary 101A	. General	Non-Grant Grant	Capital Projects Debt Service 1	Proprietary Fiduciary	OTAL General Non-G	Grant Grant Capital	Projects Debt Service Proprietary Fiduciary
EVENUES State Financing Sources	8,982,188	339,622	326,720	9,648,530 7,534	34,756		7,534,756			-				-			-					-				-		
Grants				-			-			-				-			-					-				-		
Other Financing Sources	283,268	255,449	11,176	549,893			-			-				-			-					-				-		
TOTAL REVENUE	9,265,456	595,071	337,896	10,198,423 7,534	34,756		7,534,756 -										-	-	-									
ENDITURES																												
alaries	3,477,086	92,485	115,249	3,684,820			-			-				-			- 1					-				-		
aff Benefits	2,896,607	45,046	89,808	3,031,461			-			-				-			-					-				-		
eneral Expense	168,482	1,404	5,183	175,069			-			-				-			<u> </u>					-						
inting	14,948			14,948			-			-				-								-				-		
lecommunications	45,621	273	10,973	56,867			-			-				-			-					-				-		
ostage	40,640	11	789	41,440			-			-				-			-					-				-		
isurance	154			154			-			-				-			-					-				-		
avel in State	8,780			8,780			-			-				-								-				-		
vel Out of State							-			-				-			-					-				-		
aining 	11,754		25.545	11,754			-	 		-				-								- + + -		 		-		
curity	100,103		35,/46	135,849			-	 	 	<u> </u>		 		-		 	-							 		-		
lities Operations	68,322			68,322			-			<u> </u>				-			-					-				-		
ntracted Services	526 107	55 102	24 117	615 /117			-	 		-	+			-							+	-		 	<u> </u>	-	 	
nsulting and Professional	520,107	33,133	34,117	015,417			-	+		-				-			-					-				-		
vices - County Provided	12 745	286 477	4 054	303 276			_							_			_					_				_		
ormation Technology (IT)	1.745.347	769	1,051	1.746.116			_							.			-					_				.		
ajor Equipment	49,030			49,030			-			-				-								-				-		
ner Items of Expense	3,959			3,959			-			-				-			- 1					-				-		
or Costs	24,512			24,512			-			-				-			-					-				-		
ner	70		543	613			-							-			-					-						
bt Service				-			-			-				-			-					-				-		
urt Construction				-			-			-				-			-					-				-		
Debt Service Sourt Construction Distributed Administration & Illocation Prior Year Expense Adjustment TOTAL EXPENDITURE																												
location	(82,400)	41,389	41,011	-			-			-				-			-					-				-		
ior Year Expense Adjustment	1,952		423	2,375			-			-				-			-					-				-		
TOTAL EXPENDITURE	9,113,819	523,047	337,896	- 9,974,762	- -	- - -		- -					- -	- -	- -		-	-	-	- -	- -	- -	- + - +		- -		- -	- - - -
erating Transfers In (Out)							-							-			- 1					-				-		
I Palance / Deficit)																												
u Dalance (Deficit)	201 706	20/ 11/	+ + + + + + + + + + + + + + + + + + + +	605 020	12 2/12		909 481 7 979 999	466 129	 	9 444 223	27 7 079 000 466 13	28		// 227 7 070 000	A66 139	_	0 444 227	7 070 000	466.138		84	7 070 000	466 138	+ - +	_	8 444 227 7 979 000	466 138	
erating Transfers In (Out) nd Balance (Deficit) eginning Balance (Deficit) nding Balance (Deficit)	231,700 AA2 2A2	754,114 766 120		909,481 7,978	78 000		909,481 7,978,099 8,444,237 7,978,099	466,138		- 0,444,237	37 7,978,099 466,13 37 7,978,099 466,13	28	8,4 8,4	44,237 7,378,033 44,237 7,079,000	466 138	 	0,444,237	7,978,099 7,978,099	400,130 //66 128		8,44	7,978,099 14,237 7,978,099	466 138	-		8,444,237 7,978,099 8,444,237 7,978,099	466 138 - I	
unig balance (Dencit)	443,343	400,138	- 1 - 1	- - 309,481 -	400,130 -	<u>- - - - </u>	0,444,257 7,978,099	400,138 -		- 8,444,237	3/ 250,015,1 406,13	- -	- - 8,4	44,23/ 1,3/8,033	400,130	1 - 1 - 1	0,444,237	ן פבט,ס וב, ו	400,136	- -	- - 8,44	1,378,033	400,130 -	- 1 - 1	- 1 - 1	0,444,237 7,378,033	400,130 -	- - -

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

	Expenses Category	Amount
GL Account	Description	Amount
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	35,000
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)	30,000
945000	Major Equipment	45,000
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		110,000

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

Description	FY 2023-24	FY 2022-23	Select Fiscal Year	Total					
Contribution		110,000							110,000
Expenditures	110,000								110,000
Cumulative Balance	(110,000)	-	-	-	-	-	-	-	-

REQUESTED AMOUNT:

\$295,224

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of re	COUNCILOR	
☐ AMENDED REQUEST (Co	mplete Sections I through IV.)	1926
SECTION I: GENERAL INFO	DRMATION	•
SUPERIOR COURT: Orange	PERSON AUTHORIZING REQUEST (Pre- David Yamasaki, Court Executive Office	,
	CONTACT PERSON AND CONTACT INF	O:



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.):

REQUEST, INCLUDING CONTRIBUTION

AND EXPENDITURE: JUL 2023-JUN 2025

TIME PERIOD COVERED BY THE

Katrina Coreces, kcoreces@occourts.org, 310-210-8571

The court requests to hold \$295,224 in the Trial Court Trust Fund to partially fund the initial phase of the modernization of its current Criminal and Traffic Case Management System (CMS), also known as Vision.

Vision is a thick client (PowerBuilder) server (Oracle) application built 23 years ago with functional limitations due to client server architecture. Vision becomes more expensive to maintain each year, has limited scalability, and does not allow for the court to take advantage of advanced technological solutions to improve service delivery and modernize processes. The court intends to address the limitations of Vision by modernizing the technology stack from 2 tier to 3 tier.

The initial phase of the project will include use cases in converting/developing some existing CMS screens into the proposed 3 tier architecture to show that the new recommended architecture will meet the required enterprise large scale application solution. This initial phase is estimated to cost \$755,000 and will take approximately six months to complete. The \$755,000 will pay for contractor resources (architect, .Net developers, UX/UI designer, analysts) who will assess current web technologies and come up with a framework solution to architect an enterprise application. Once the initial phase is successfully completed, it will be followed by migrating the entire Vision CMS application to the new architecture.

The court's finances have been closely balanced since FY 2013-14. The court does not have an ongoing surplus and expects a modest operating deficit this fiscal year. The court has been able to invest in technology mainly through Modernization Funds and savings generated by having a higher vacancy rate than the court would want. It is therefore important for the court to be able to set aside funds for this high priority project that is expected to cost millions of dollars in the next few years.

SECTION II: AMENDED REQUEST CHANGES

DATE OF SUBMISSION:

8/4/2023

- A. Identify sections and answers amended. Not applicable
- B. Provide a summary of the changes to the request. Not applicable

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's finances have been closely balanced since FY 2013-14, mainly through salary savings and the use reserves. The court does not have an ongoing surplus and expects a modest operating deficit in FY 2023-24. Just the initial phase of the Vision modernization project is expected to cost \$755,000. The actual migration will cost millions of dollars more. Due to the 3% reserve limit (which amounts to about \$7.4 million, or 10 days of payroll), as well as new costs that the court is absorbing this fiscal year, such as the full year costs of last year's 6% negotiated salary increase in addition to this year's 3%; Oracle Database and WebLogic licenses, which the Judicial Council formerly covered and is now the responsibility of the court; an Oracle Modernization project, and the Grand Central project, the court is not in a financial situation that would support a new \$755,000 expenditure in one year.

The Vision Modernization project is high-profile, high-stakes, complex, and expensive. The court was not ready to award a contract for the initial phase of the project in FY 2022-23, so this request did not fit in the three-year encumbrance term.

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 project will start with a small-scale implementation of the modernized application, designed to test the viability of the proposed solution. This will help identify potential issues and risks early in the process, validate the feasibility of the new technology stack, and help get buy-in from stakeholders and end-users, by demonstrating the potential benefits of the upgraded application. This will be followed by migrating the entire Vision application to the new technology and architecture.

Vision Modernization brings numerous benefits, such as enhancing user experience, improving security, increasing scalability, reducing maintenance costs, delivering better performance, and adapting to the ever-changing needs of our user base. With CMS integrated into the new modern technology, data exchanges with public-facing applications will be accelerated, offering real-time data. Furthermore, we will be able to develop new CMS application enhancements in shorter time frames, thereby improving public services.

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

The current client technology (PowerBuilder) used in our CMS is becoming outdated and making it extremely difficult to locate skilled PowerBuilder resources. Moreover, if we manage to find one, their services often come at a steep premium cost. For FY 2023-24, the initial budget for a Vision PowerBuilder contractor and user licenses is \$230,000.

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

The current client technology (PowerBuilder) used in our CMS is becoming outdated and making it extremely difficult to locate skilled PowerBuilder resources. Projects that require specific expertise in PowerBuilder may face delays, as finding suitable professionals might take longer than expected. This, in turn, could potentially lead to postponed feature updates, bug fixes, and other improvements that could enhance the overall performance and functionality of our CMS.

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

As finding skilled PowerBuilder resources becomes challenging, delivering legislative changes in a timely manner will be impacted and affecting the service we could provide to public. The integration of CMS into the new technology stack will facilitate the accelerated exchange of real-time data, enabling faster and more accurate information dissemination. This enhanced efficiency can lead to streamlined processes, quicker resolutions, and improved accessibility of legal services for the public, ultimately contributing to better access to justice and a more responsive legal system.

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 the court's request for technology upgrade of the Vision CMS is not approved, the identified alternative approach would involve maintaining manual processes to support new projects. This means that instead of leveraging advanced

technological solutions, the court would continue to rely on traditional, labor-intensive methods for managing and processing legal tasks.

Holding funding in the TCTF is the preferred alternative for two reasons. First, the court's finances have been closely balanced since FY 2013-14. The court does not have an ongoing surplus and expects a modest operating deficit this fiscal year. It is important for the court to be able to set aside funds for this high priority project that is expected to cost millions of dollars in the next few years. Since the court has a 3% reserve limit, holding the funds in the TCTF is its best option. Second, the Vision Modernization project is high-profile, high stakes, complex, and expensive. The court needs to carefully select the best vendor for this contract. It was not ready to award a contract at the end of FY 2022-23, so holding the funds in the TCTF until the court selects a vendor is 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

See attachment. Section 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

See attachment. Section IV.B.

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

See attachment. Section IV.C.

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

See attachment. Section IV.D.

Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2022-23				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	5,629,064	2,925,998						8,555,062
Revenues	228,251,939	21,433,876	4,455,485					254,141,300
Expenditures	213,520,555	21,063,189	4,675,340					239,259,084
Operating Transfers In (Out)	(739,316)	519,461	219,855					-
Ending Fund Balance	19,621,132	3,816,146	-	-	-	-	-	23,437,278

FY 2021-22				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,910,928	1,926,363	-					3,837,291
Revenues	197,145,139	17,935,290	3,302,317					218,382,746
Expenditures	193,065,369	17,178,972	3,420,635					213,664,976
Operating Transfers In (Out)	(361,634)	243,317	118,317					•
Ending Fund Balance	5,629,064	2,925,998	(1)	-	-	-	-	8,555,061

FY 2020-21				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	4,069,212	4,644,334	-					8,713,546
Revenues	177,064,973	18,411,774	3,518,160					198,994,907
Expenditures	179,113,999	21,130,880	3,626,283					203,871,162
Operating Transfers In (Out)	(109,258)	1,135	108,123					-
Ending Fund Balance	1,910,928	1,926,363	-	-	•	-	-	3,837,291

Application for TCTF Funds Held on Behalf of the Court

Sec. IV.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 2023-24 FUNDS	FY 2024-25	FUNDS	c	elect Fiscal Year FIIN	NDS	Select Fiscal Year	_	FUNDS		Select Fiscal Year	FUNDS	Calar	t Fiscal Year	FUNDS	Calac	ct Fiscal Year	FII	JNDS		Select Fiscal Year	FUNDS	
Special Revenue Special Revenue	Special Revenue Special Revenue	1 1		Special Revenue Special Revenue		Sner	rial Revenue Special Re	Venue		Special Revo	Nue Special Revenue		Special Revenue	ue Special Revenue	Jelec	Special Rev	venue Special Revenue			Special	Revenue Special Revenue	
Description General Non-Grant Grant Capital Projects Debt Serv	ce Proprietary Fiduciary TOTAL General Non-Grant Grant Ca	pital Projects Debt Service Proprietary Fiduciary	TOTAL	General Special Revenue Special Revenue Capital Pro	ojects Debt Service Proprietary Fiduciary	TOTAL General N	Ion-Grant Gran	Capital Projects Debt Sei	vice Proprietary Fiduciary TOTAL	General Non-Grai		y Fiduciary TOTAL	General Non-Grant	Grant Capital Projects Debt Service Proprietary Fiducia	ary TOTAL	General Non-Gra	ont Grant Capital Pi	rojects Debt Service Proprietary	Fiduciary TOTAL	General Nor	-Grant Grant Capital Projects Debt S	Service Proprietary Fiduciary TOTAL
REVENUES																						
State Financing Sources 192,260,000	192,260,000 237,488,604		237,488,604			-						-			-				-			
Grants 4,455,485	4,455,485 4,455,485		4,455,485			-			-			-			-				-			
Other Financing Sources 40,909,639 21,433,876	62,343,515 21,433,876		21,433,876			-						-			-				-			
TOTAL REVENUES 233,169,639 21,433,876 4,455,485 -	259,059,000 237,488,604 21,433,876 4,455,485		263,377,965				-			-						-				-		
FYPENDITURES																						
Salaries 111 922 050 21 433 876 4 455 485	137 811 411 114 720 101 21 433 876 4 455 485		140 609 462						 	+		 			- 							
Staff Renefits 76 204 610	76 204 610 78 109 725	 	78 109 725							+		 		 	-		- - - - - - - - - - 		<u> </u>			
General Expense 2 443 286	2 443 286 2 443 286		2 443 286							 		 			- - - - - - - - - - 							
Printing 377.606	377.606 377.606		377,606			_																
Telecommunications 1.145.683	1.145.683 1.145.683		1.145.683			_		<u> </u>							_		<u> </u>		_			
Postage 1.030.800	1.030.800 1.030.800		1.030.800			_				1		_			-		1		_			
Insurance 203,750	203,750 203,750		203,750			-						-			-				-			
Travel in State 192,976	192,976 192,976		192,976			-						-			-				-			
Travel Out of State 37,172	37,172 37,172		37,172			-						-			-				-			
Training 582,870	582,870 582,870		582,870			-						-			-				-			
Security 80,105	80,105 80,105		80,105			-						-			-				-			
Facilities Operations 3,741,155	3,741,155 3,741,155		3,741,155			-						-			-				-			
Utilities	-		-			-						-			-				-			
Contracted Services 5,805,992	5,805,992 6,386,591		6,386,591			-						-			-				-			
Consulting and Professional																						
Services - County Provided 1,045,152	1,045,152 1,045,152		1,045,152			-						-			-				-			
Information Technology (IT) 9,381,408	9,381,408 10,319,549		10,319,549			-						-			-				-			
Major Equipment	-		-			-						-			-				-			
Other Items of Expense 18,211,370	18,211,370 18,241,370		18,241,370			-						-			-				-			
Juror Costs 803,000	803,000 803,000		803,000			-						-			-				-			
Other 969,949	969,949 969,949		969,949			-						-			-				-			
Debt Service	-		-			-						-			-				-			
Court Construction	-		-			-			-			-			-				-			
Court Construction Distributed Administration &																						
Allocation	-		-			-			-			-			-				-			
Prior Year Expense Adjustment	-		-			-			-			-			-				-			
TOTAL EXPENDITURES 234,178,934 21,433,876 4,455,485 -	260,068,295 240,430,841 21,433,876 4,455,485		266,320,202			- -	-			-					- -	-	- -			-		
Allocation Prior Year Expense Adjustment TOTAL EXPENDITURES 234,178,934 21,433,876 4,455,485 Operating Transfers In (Out) Fund Balance (Deficit) Beginning Balance (Deficit) Ending Balance (Deficit) 22,427,983	-		- 1			-			-			-			-				-			
Fund Balance (Deficit)	 		+		 			- 	 			 		 			- - - - - - - - - - 	- - 				-
Beginning Balance (Deficit) 23,437,278	23,437,278 22,427,983	 	22.427.983	19.485.747		19.485.747 19.485.747	-		19,485,7 19,485,7	47 19.485.747		- 19,485,747 - 19,485,747	19.485.747 -	- 19,485,747 - 19,485,747	19.485.747			- 19,485,747 - 19,485,747	19,485.747		19,485 19,485
Ending Ralance (Deficit) 22 /27 992	22 /27 092 10 /95 7/7		19 /85 7/7	10 495 747	_ _ _	10 /95 7/7 10 /95 7/7			10 / 105 /	47 10 485 747		10 495 747	10 /95 7/7		10 495 747	10 495 747		- 	19 /85 7/7	19 /85 7/7		19 485

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

	Expenses Category	Amount
GL Account	Description	Amount
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)	755,000
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		755,000

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

Description	FY 2023-24	FY 2024-25	Select Fiscal Year	Total					
Contribution	295,224								295,224
Expenditures	755,000								755,000
Cumulative Balance	(459,776)	(459,776)	(459,776)	(459,776)	(459,776)	(459,776)	(459,776)	(459,776)	(459,776)

REQUESTED AMOUNT:

\$316,000

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of re NEW REQUEST (Complete AMENDED REQUEST (Complete)	re Section I, III, and IV only.)	I926
SECTION I: GENERAL INFO	siding Judge or Court Executive Officer):	
Orange Orange	sialing Judge of Court Executive Officer). Pr	
	CONTACT PERSON AND CONTACT INF	· · · · · · · · · · · · · · · · · · ·

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.*):

REQUEST, INCLUDING CONTRIBUTION

AND EXPENDITURE: JUL 2023-JUN 2025

TIME PERIOD COVERED BY THE

Katrina Coreces, kcoreces@occourts.org, 310-210-8571

The court requests to hold \$316,000 in the Trial Court Trust Fund to partially fund the Oracle Infrastructure Project (OCI). The goal of the project is to modernize the court's on-premise Oracle databases that support the Vision and Voyager case management systems and their related applications.

The current court database infrastructure is operating off of an older version that has limited functionalities and support from Oracle. This can expose our systems and applications to security vulnerabilities and potential failures/outages that are unsupported by Oracle. Thus, this project is a mission-critical project that is crucial to the court's operations. The phases of the OCI project include:

- a) an Infrastructure phase to establish tenancy and network connectivity for the new architecture,
- b) a Discovery phase to create test databases and related services and an evaluation of the Golden Gate technology for replication. This phase may include a pilot setup to evaluate different database options and suitable configurations for our applications,
- c) Migration, Test, and Application refactoring phase,
- d) User Acceptance Testing, and
- e) Final migration and cutover

The estimated cost of this project is \$500,000 to \$820,000 (if Oracle/SQL consulting services are required to augment staff). There will also be an ongoing cost that will range from \$500,000 to \$700,000. The court's finances have been closely balanced since FY 2013-14. The court does not have an ongoing surplus and expects a modest operating deficit this fiscal year. The court has been able to invest in technology mainly through Modernization Funds and savings generated by having a higher vacancy rate than the court would want. It is therefore important for the court to be able to set aside funds for this high priority project.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

Not applicable

DATE OF SUBMISSION:

8/4/2023

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

Not applicable

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 threeyear encumbrance term.

The court's finances have been closely balanced since FY 2013-14, mainly through salary savings and the use reserves. The court does not have an ongoing surplus and expects a modest operating deficit in FY 2023-24. This project is expected to cost \$500,000 to as much as \$820,000. Due to the 3% reserve limit (which amounts to about \$7.4 million, or 10 days of payroll), as well as new costs that the court is absorbing this fiscal year, such as the full year costs of last year's 6% negotiated salary increase in addition to this year's 3%; the Vision CMS Modernization project; the Grand Central project, and Oracle Database and WebLogic licenses, which the Judicial Council formerly covered and is now the responsibility of the court, the court is not in a financial situation that would support a new \$820,000 expenditure in one year.

The court was not ready to award a contract in FY 2022-23, so this request did not fit in the three-year encumbrance term.

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 a more modern infrastructure offers some of the following advantages to the court:

- a) Accessibility with cloud-based apps and data accessible from virtually any internet-connected device
- b) A better <u>Disaster Recovery</u> plan to quickly restore services for emergency scenarios that are beyond the court's control (i.e., natural disasters, power outages, unplanned downtime, etc.).
- c) <u>Scalability</u> the ability to virtually scale our equipment/resources up or down to support the organization's fluctuating workloads
- d) <u>Security</u> 24/7 security monitoring beyond the court's resources and the latest security tools, encryption, and API keys help to keep data secure of unauthorized users.

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

Not applicable

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

If the request is not approved, the project timeline could be delayed which will likely impact the cost of the operations by increasing both internal & external resource costs. Court applications and data could be more vulnerable to security breaches by not upgrading to the enhanced technology and any unplanned disaster/outage could impact court operations for a longer period of time.

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

In the event of an emergency (i.e., fires, flooding, other disasters, unplanned outages, security breaches) the court's applications and data could be inaccessible to the public for an unknown amount of time depending on the severity of the issue.

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 continue to use the current database solution, but with an increased vulnerability and risks as mentioned above in addition to potential unknown cost increases.

Holding funding in the TCTF is the preferred alternative for two reasons. First, the court's finances have been closely balanced since FY 2013-14. The court does not have an ongoing surplus and expects a modest operating deficit this fiscal

year. It is important for the court to be able to set aside funds for this high priority project. Since the court has a 3% reserve limit, holding the funds in the TCTF is its best option. Second, the court was not ready to award a contract at the end of FY 2022-23, so holding the funds in the TCTF until the court selects a vendor is the preferred alternative.

Ple	ease provide the following (table template provided for each):
A.	Three-year history of year-end fund balances, revenues, and expenditures
	See attachment. Section 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

See attachment. Section IV.B.

SECTION IV: FINANCIAL INFORMATION

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

See attachment. Section IV.C.

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

See attachment. Section IV.D.

Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2022-23				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	5,629,064	2,925,998						8,555,062
Revenues	228,251,939	21,433,876	4,455,485					254,141,300
Expenditures	213,520,555	21,063,189	4,675,340					239,259,084
Operating Transfers In (Out)	(739,316)	519,461	219,855					-
Ending Fund Balance	19,621,132	3,816,146	-	-	-	-	-	23,437,278

FY 2021-22				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,910,928	1,926,363	-					3,837,291
Revenues	197,145,139	17,935,290	3,302,317					218,382,746
Expenditures	193,065,369	17,178,972	3,420,635					213,664,976
Operating Transfers In (Out)	(361,634)	243,317	118,317					•
Ending Fund Balance	5,629,064	2,925,998	(1)	-	-	-	-	8,555,061

FY 2020-21				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	4,069,212	4,644,334	-					8,713,546
Revenues	177,064,973	18,411,774	3,518,160					198,994,907
Expenditures	179,113,999	21,130,880	3,626,283					203,871,162
Operating Transfers In (Out)	(109,258)	1,135	108,123					-
Ending Fund Balance	1,910,928	1,926,363	-	-	•	-	-	3,837,291

Application for TCTF Funds Held on Behalf of the Court

Sec. IV.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 2023-24 FUNDS	FY 2024-25	FUNDS	c	elect Fiscal Year FIIN	NDS	Select Fiscal Year	_	FUNDS		Select Fiscal Year	FUNDS	Calar	t Fiscal Year	FUNDS	Calac	ct Fiscal Year	FII	JNDS		Select Fiscal Year	FUNDS	
Special Revenue Special Revenue	Special Revenue Special Revenue	1 1		Special Revenue Special Revenue		Sner	rial Revenue Special Re	Venue		Special Revo	Nue Special Revenue		Special Revenue	ue Special Revenue	Jelec	Special Rev	venue Special Revenue			Special	Revenue Special Revenue	
Description General Non-Grant Grant Capital Projects Debt Serv	ce Proprietary Fiduciary TOTAL General Non-Grant Grant Ca	pital Projects Debt Service Proprietary Fiduciary	TOTAL	General Special Revenue Special Revenue Capital Pro	ojects Debt Service Proprietary Fiduciary	TOTAL General N	Ion-Grant Gran	Capital Projects Debt Sei	vice Proprietary Fiduciary TOTAL	General Non-Grai		y Fiduciary TOTAL	General Non-Grant	Grant Capital Projects Debt Service Proprietary Fiducia	ary TOTAL	General Non-Gra	ont Grant Capital Pi	rojects Debt Service Proprietary	Fiduciary TOTAL	General Nor	-Grant Grant Capital Projects Debt S	Service Proprietary Fiduciary TOTAL
REVENUES																						
State Financing Sources 192,260,000	192,260,000 237,488,604		237,488,604			-						-			-				-			
Grants 4,455,485	4,455,485 4,455,485		4,455,485			-			-			-			-				-			
Other Financing Sources 40,909,639 21,433,876	62,343,515 21,433,876		21,433,876			-						-			-				-			
TOTAL REVENUES 233,169,639 21,433,876 4,455,485 -	259,059,000 237,488,604 21,433,876 4,455,485		263,377,965				-			-						-				-		
FYPENDITURES																						
Salaries 111 922 050 21 433 876 4 455 485	137 811 411 114 720 101 21 433 876 4 455 485		140 609 462						 	+		 			- 							
Staff Renefits 76 204 610	76 204 610 78 109 725	 	78 109 725							+		 		 	-		- - - - - - - - - - 		<u> </u>			
General Expense 2 443 286	2 443 286 2 443 286		2 443 286							 		 			- - - - - - - - - - 							
Printing 377.606	377.606 377.606		377,606			_																
Telecommunications 1.145.683	1.145.683 1.145.683		1.145.683			_		<u> </u>							_		<u> </u>		_			
Postage 1.030.800	1.030.800 1.030.800		1.030.800			_				1		_			-		1		_			
Insurance 203,750	203,750 203,750		203,750			-						-			-				-			
Travel in State 192,976	192,976 192,976		192,976			-						-			-				-			
Travel Out of State 37,172	37,172 37,172		37,172			-						-			-				-			
Training 582,870	582,870 582,870		582,870			-						-			-				-			
Security 80,105	80,105 80,105		80,105			-						-			-				-			
Facilities Operations 3,741,155	3,741,155 3,741,155		3,741,155			-						-			-				-			
Utilities	-		-			-						-			-				-			
Contracted Services 5,805,992	5,805,992 6,386,591		6,386,591			-						-			-				-			
Consulting and Professional																						
Services - County Provided 1,045,152	1,045,152 1,045,152		1,045,152			-						-			-				-			
Information Technology (IT) 9,381,408	9,381,408 10,319,549		10,319,549			-						-			-				-			
Major Equipment	-		-			-						-			-				-			
Other Items of Expense 18,211,370	18,211,370 18,241,370		18,241,370			-						-			-				-			
Juror Costs 803,000	803,000 803,000		803,000			-						-			-				-			
Other 969,949	969,949 969,949		969,949			-						-			-				-			
Debt Service	-		-			-						-			-				-			
Court Construction	-		-			-			-			-			-				-			
Court Construction Distributed Administration &																						
Allocation	-		-			-			-			-			-				-			
Prior Year Expense Adjustment	-		-			-			-			-			-				-			
TOTAL EXPENDITURES 234,178,934 21,433,876 4,455,485 -	260,068,295 240,430,841 21,433,876 4,455,485		266,320,202			- -	-			-					- -	-	- -			-		
Allocation Prior Year Expense Adjustment TOTAL EXPENDITURES 234,178,934 21,433,876 4,455,485 Operating Transfers In (Out) Fund Balance (Deficit) Beginning Balance (Deficit) Ending Balance (Deficit) 22,427,983	-		- 1			-			-			-			-				-			
Fund Balance (Deficit)	 		+		 			- 	 			 		 			- - - - - - - - - - 	- - 				-
Beginning Balance (Deficit) 23,437,278	23,437,278 22,427,983	 	22.427.983	19.485.747		19.485.747 19.485.747	-		19,485,7 19,485,7	47 19.485.747		- 19,485,747 - 19,485,747	19.485.747 -	- 19,485,747 - 19,485,747	19.485.747			- 19,485,747 - 19,485,747	19,485.747		19,485 19,485
Ending Ralance (Deficit) 22 /27 992	22 /27 092 10 /95 7/7		19 /85 7/7	10 495 747	_ _ _	10 /95 7/7 10 /95 7/7			10 / 105 /	47 10 485 747		10 495 747	10 /95 7/7		10 495 747	10 495 747		- 	19 /85 7/7	19 /85 7/7		19 485

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

	Expenses Category	Amount
GL Account	Description	Amount
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)	820,000
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		820,000

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

Description	FY 2023-24 T	FY 2024-25	Select Fiscal Year	Total					
Contribution	316,000								316,000
Expenditures	820,000								820,000
Cumulative Balance	(504,000)	(504,000)	(504,000)	(504,000)	(504,000)	(504,000)	(504,000)	(504,000)	(504,000)

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 S	Sections I through IV.)
SECTION I: GENERAL INFORMATION	ON
SUPERIOR COURT:	PERSON AUTHORIZING REQUEST (Presiding Judge or



SECTION I: GENERAL INFOR	MATION							
SUPERIOR COURT: Orange	range David Yamasaki, Court Executive Officer							
	CONTACT PERSON AND CONTACT INFO: Katrina Coreces, kcoreces@occourts.org, 310-210-8571							
DATE OF SUBMISSION: 8/4/2023	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: JUL 2023-JUN 2025	REQUESTED AMOUNT: \$632,000						

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 requests to hold \$632,000 in the Trial Court Trust Fund to partially fund the court's Grand Central project.

The purpose of this request is to fund the Grand Central project. Currently, the Superior Court of California, County of Orange (court) hosts over 40 different data exchanges across different platforms, using a diverse mix of older technologies, standards and protocols developed over a period of time. Although this approach has supported the court, it has created substantial technical challenges that have proven to be costly, time consuming, and inefficient. Some of those challenges are as follows:

- The point-to-point connections between systems are time consuming to build and become increasingly costly to manage
- As legislation and business process evolve, triggering data changes with the systems, managing changes to the data transfer processes become major projects onto themselves
- Some of the current data exchanges are built around daily or weekly batched exchange and lack the infrastructure support to enable real-time data exchange that is necessary going forward
- Maintaining, troubleshooting, and upgrading the various technologies requires specialized technical resources that are not always readily available and are becoming increasing difficult to hire, which in turn can cause compliance and security issues
- Creating new data exchanges takes considerable time and effort to design, develop, test, and implement

In order to resolve the technical challenges referenced above, the court has designed and developed the Grand Central application. The Grand Central application serves as a single intermediary for multiple data exchanges between the court and its partner agencies. Grand Central is a reusable and configurable application that enables multiple justice partners to exchange information with the various Case Management Systems (CMS) at the court.

In addition, the application is backward compatible with the existing court data exchanges to facilitate replacing the current systems over time with minimum or no changes to the partner systems. The application features alerts, auditing, logging, reporting, enables faster creation of additional data exchanges and makes maintenance easier while providing a common user interface for court staff. The application is built to be configurable and sharable with other courts interested in integrating it into their environments.

It should be noted that the Grand Central project is large in scale and consists of multiple phases to be supported over multiple years. The project phases and statuses are as follows:

- Phase 1 Grand Central Public Defender Interface with Vision Complete
- Phase 2 Grand Central Interface with DOJ/SORNA (Sex Offender Registration & Notification Act) In Process

- Phase 3 Grand Central Interface with OCSD/Jail Management System Pending
- Phase 4 Grand Central Public Defender Interface with Odyssey Juvenile Cases Pending
- Additional phases have yet to be determined

The court estimates that each remaining phase will cost \$440,000. The court's finances have been closely balanced since FY 2013-14. The court does not have an ongoing surplus and expects a modest operating deficit this fiscal year. The court has been able to invest in technology mainly through Modernization Funds and savings generated by having a higher vacancy rate than the court would want. It is therefore important for the court to be able to set aside funds for this high priority project that is expected to cost millions of dollars in the next few years.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

Not applicable

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

Not applicable

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's finances have been closely balanced since FY 2013-14, mainly through salary savings and the use reserves. The court does not have an ongoing surplus and expects a modest operating deficit in FY 2023-24. Just one phase of Grand Central is expected to cost \$440,000. Only one phase has been completed so far and there are at least three more. Due to the 3% reserve limit (which amounts to about \$7.4 million, or 10 days of payroll), as well as new costs that the court is absorbing this fiscal year, such as the full year costs of last year's 6% negotiated salary increase in addition to this year's 3%; Oracle Database and WebLogic licenses, which the Judicial Council formerly covered and is now the responsibility of the court; the Oracle Modernization project; and most significantly, Vision CMS Modernization, the court is not in a financial situation that would support a new \$440,000 expenditure in one year, and \$1,760,000 in the next four years.

The court was not ready to award a contract for the next phase of the project in FY 2022-23, so this request did not fit in the three-year encumbrance term.

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 key benefits and efficiencies associated to the Grand Central application are:

- Elimination of duplicate data entry for the court and justice partners
- Real-time data sharing among the court, justice partner agencies and approved entities
- Improved communication, accuracy of records, and reduction in delays caused by manual paper workflow and manual entries
- Reduction in the number of interfaces by maintaining a standardized data exchange instead of over 40 distinct data exchanges
- Setting the infrastructure and technology of the court to scale toward the future and reduce the number of breaks in connections and downtime
- Reduction in the need for specialized resources due to varying technologies
- Increase in court data integrity and security

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

Not applicable

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

If this request is not approved, the court will continue to manually maintain their existing data exchanges. This method of maintenance is labor intensive, time consuming, and costly due to the outdated technologies. Manual processing also subjects the court and the associated justice partner to long delays, data errors, and potential security breaches.

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

If this request is not approved, the public and their access to justice is potentially subject to lengthy delays and inaccurate data associated to manual processing and/or outdated technologies. Consequentially, unanticipated delays and inaccurate data could potentially impact time sensitive matters such as processing of jail paperwork, DOJ processing, and security issues relating to proper handling of confidential information.

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 resort to supporting their existing data exchanges as they do today. This will entail higher costs, additional resources, and extended timelines associated with manual processing and maintaining outdated technologies.

Holding funding in the TCTF is the preferred alternative because the court's finances have been closely balanced since FY 2013-14. The court does not have an ongoing surplus and expects a modest operating deficit this fiscal year. It is important for the court to be able to set aside funds for this high priority project that is expected to cost millions of dollars in the next few years. Since the court has a 3% reserve limit, holding the funds in the TCTF is its best option.

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. Section 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

See attachment. Section IV.B.

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

See attachment. Section IV.C.

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

See attachment. Section IV.D.

Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2022-23		FUNDS											
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL					
Beginning Balance	5,629,064	2,925,998						8,555,062					
Revenues	228,251,939	21,433,876	4,455,485					254,141,300					
Expenditures	213,520,555	21,063,189	4,675,340					239,259,084					
Operating Transfers In (Out)	(739,316)	519,461	219,855					-					
Ending Fund Balance	19,621,132	3,816,146	-	-	-	-	-	23,437,278					

FY 2021-22		FUNDS											
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL					
Beginning Balance	1,910,928	1,926,363	-					3,837,291					
Revenues	197,145,139	17,935,290	3,302,317					218,382,746					
Expenditures	193,065,369	17,178,972	3,420,635					213,664,976					
Operating Transfers In (Out)	(361,634)	243,317	118,317					•					
Ending Fund Balance	5,629,064	2,925,998	(1)	-	-	-	-	8,555,061					

FY 2020-21		FUNDS											
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL					
Beginning Balance	4,069,212	4,644,334	-					8,713,546					
Revenues	177,064,973	18,411,774	3,518,160					198,994,907					
Expenditures	179,113,999	21,130,880	3,626,283					203,871,162					
Operating Transfers In (Out)	(109,258)	1,135	108,123					-					
Ending Fund Balance	1,910,928	1,926,363	-	-	•	-	-	3,837,291					

Application for TCTF Funds Held on Behalf of the Court

Sec. IV.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 2023-24 FUNDS	FY 2024-25	FUNDS	c	elect Fiscal Year FIIN	NDS	Select Fiscal Year	_	FUNDS		Select Fiscal Year	FUNDS	Calar	t Fiscal Year	FUNDS	Calac	ct Fiscal Year	FII	JNDS		Select Fiscal Year	FUNDS	
Special Revenue Special Revenue	Special Revenue Special Revenue	1 1		Special Revenue Special Revenue		Sner	rial Revenue Special Re	Venue		Special Revo	Nue Special Revenue		Special Revenue	ue Special Revenue	Jelec	Special Rev	venue Special Revenue			Special	Revenue Special Revenue	
Description General Non-Grant Grant Capital Projects Debt Serv	ce Proprietary Fiduciary TOTAL General Non-Grant Grant Ca	pital Projects Debt Service Proprietary Fiduciary	TOTAL	General Special Revenue Special Revenue Capital Pro	ojects Debt Service Proprietary Fiduciary	TOTAL General N	Ion-Grant Gran	Capital Projects Debt Sei	vice Proprietary Fiduciary TOTAL	General Non-Grai		y Fiduciary TOTAL	General Non-Grant	Grant Capital Projects Debt Service Proprietary Fiducia	ary TOTAL	General Non-Gra	ont Grant Capital Pi	rojects Debt Service Proprietary	Fiduciary TOTAL	General Nor	-Grant Grant Capital Projects Debt S	Service Proprietary Fiduciary TOTAL
REVENUES																						
State Financing Sources 192,260,000	192,260,000 237,488,604		237,488,604			-						-			-				-			
Grants 4,455,485	4,455,485 4,455,485		4,455,485			-			-			-			-				-			
Other Financing Sources 40,909,639 21,433,876	62,343,515 21,433,876		21,433,876			-						-			-				-			
TOTAL REVENUES 233,169,639 21,433,876 4,455,485 -	259,059,000 237,488,604 21,433,876 4,455,485		263,377,965				-			-						-				-		
FYPENDITURES																						
Salaries 111 922 050 21 433 876 4 455 485	137 811 411 114 720 101 21 433 876 4 455 485		140 609 462						 	+		 			- 							
Staff Renefits 76 204 610	76 204 610 78 109 725	 	78 109 725							+		 		 	-		- - - - - - - - - - 		<u> </u>			
General Expense 2 443 286	2 443 286 2 443 286		2 443 286							 		 			- - - - - - - - - - 							
Printing 377.606	377.606 377.606		377,606			_																
Telecommunications 1.145.683	1.145.683 1.145.683		1.145.683			_		<u> </u>							_		<u> </u>		_			
Postage 1.030.800	1.030.800 1.030.800		1.030.800			_				1		_			-		1		_			
Insurance 203,750	203,750 203,750		203,750			-						-			-				-			
Travel in State 192,976	192,976 192,976		192,976			-						-			-				-			
Travel Out of State 37,172	37,172 37,172		37,172			-						-			-				-			
Training 582,870	582,870 582,870		582,870			-						-			-				-			
Security 80,105	80,105 80,105		80,105			-						-			-				-			
Facilities Operations 3,741,155	3,741,155 3,741,155		3,741,155			-						-			-				-			
Utilities	-		-			-						-			-				-			
Contracted Services 5,805,992	5,805,992 6,386,591		6,386,591			-						-			-				-			
Consulting and Professional																						
Services - County Provided 1,045,152	1,045,152 1,045,152		1,045,152			-						-			-				-			
Information Technology (IT) 9,381,408	9,381,408 10,319,549		10,319,549			-						-			-				-			
Major Equipment	-		-			-						-			-				-			
Other Items of Expense 18,211,370	18,211,370 18,241,370		18,241,370			-						-			-				-			
Juror Costs 803,000	803,000 803,000		803,000			-						-			-				-			
Other 969,949	969,949 969,949		969,949			-						-			-				-			
Debt Service	-		-			-						-			-				-			
Court Construction	-		-			-			-			-			-				-			
Court Construction Distributed Administration &																						
Allocation	-		-			-			-			-			-				-			
Prior Year Expense Adjustment	-		-			-			-			-			-				-			
TOTAL EXPENDITURES 234,178,934 21,433,876 4,455,485 -	260,068,295 240,430,841 21,433,876 4,455,485		266,320,202			- -	-			-					- -	-	- -			-		
Allocation Prior Year Expense Adjustment TOTAL EXPENDITURES 234,178,934 21,433,876 4,455,485 Operating Transfers In (Out) Fund Balance (Deficit) Beginning Balance (Deficit) Ending Balance (Deficit) 22,427,983	-		- 1			-			-			-			-				-			
Fund Balance (Deficit)	 		+		 			- 	 			 		 			- - - - - - - - - - 	- - 				-
Beginning Balance (Deficit) 23,437,278	23,437,278 22,427,983	 	22.427.983	19.485.747		19.485.747 19.485.747	-		19,485,7 19,485,7	47 19.485.747		- 19,485,747 - 19,485,747	19.485.747 -	- 19,485,747 - 19,485,747	19.485.747			- 19,485,747 - 19,485,747	19,485.747		19,485 19,485
Ending Ralance (Deficit) 22 /27 992	22 /27 092 10 /95 7/7		19 /85 7/7	10 495 747	_ _ _	10 /95 7/7 10 /95 7/7			10 / 105 /	47 10 485 747		10 495 747	10 /95 7/7		10 495 747	10 495 747		- 	19 /85 7/7	19 /85 7/7		19 485

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

	Expenses Category	Amount
GL Account	Description	Amount
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)	1,760,000
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		1,760,000

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

Description	FY 2023-24	FY 2024-25	FY 2024-25	FY 2024-25	Select Fiscal Year	Select Fiscal Year	Select Fiscal Year	Select Fiscal Year	Total
Contribution	632,000								632,000
Expenditures	440,000	440,000	440,000	440,000					1,760,000
Cumulative Balance	192,000	(248,000)	(688,000)	(1,128,000)	(1,128,000)	(1,128,000)	(1,128,000)	(1,128,000)	(1,128,000)

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:			OUNCIL OF
NEW REQUEST (Complete Section	n I, III, and IV only.)	25	CLAZ
AMENDED REQUEST (Complete	Sections I through IV.)		1926
SECTION I: GENERAL INFORMAT	ION	1	
SUPERIOR COURT: San Bernardino	PERSON AUTHORIZING REQUEST (President Anabel Z. Romero, CEO	ing Judge or Coul	rt Executive Officer):
	CONTACT PERSON AND CONTACT INFO: David Gonzales, Director of Facilities and DGonzales@sb-court.org (909) 708-8742 Kurt Feir, Supervising Budget Analyst KF	Records Manage	
DATE OF SUBMISSION: 8/4/2023	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY 2023-24 – 2025-26	REQUESTED A \$4,000,000	MOUNT:
REASON FOR REQUEST (Please bi	riefly summarize the purpose for this request, in	ncluding a brief de	scription of the

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 Judicial Council submitted a Budget Change Proposal (BCP) to secure one-time state funding of \$1,289,989 to construct facility space related to six new judgeships funded through the 2022 Budget Act. Now that the specific space has been identified, the BCP funding secured is insufficient to cover all facilities costs associated courtroom buildout need. The Court identified the remodeling of the Annex building of the historic courthouse to accommodate the increase in courtrooms needed. The scope of work for this project includes renovations for six courtrooms on the 4th and 5th floors and support space on the 2nd floor. Included will be new finishes, repaired finishes, lighting and mechanical repairs, furniture, AV installation, and ADA upgrades. The estimated amount needed to fully fund the project is \$4,800,000. The Court is submitting this TCTF Funds Held on Behalf request for \$4,000,000 to cover the construction cost funding gap and any unforeseen project costs.

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.

Facility projects for state-owned buildings have typically been funded, in full, by the state. With there being a shortfall in funding for the project, the Court is presenting this FHOB request to address this urgent need in a timely fashion. San Bernardino is the most severely under-judged court in the State of California. It is critical that we have adequate space to house our judges as new judgeships are realized.

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?

Upon completion of the project, the additional courtrooms and operational space will give the Court flexibility to accommodate incoming judges and hired personnel. This, in turn, benefits the public as this increases the bandwidth for justice to be accessed.

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 courts Funds Held on Behalf request is not approved, Court operations are likely to be significantly impacted. Operational expansion in to the Annex building allows maximization of existing facility space for the planned new judgeships. There is not another economical option that JCC can fund. Also, the Court has one-time funds remaining from FY 2022-23 to support the Judicial Council's funding gap for this project. The Court may face future budget constraints as the state faces budget deficits and local support funding for Judicial Council construction projects in future years is unlikely to occur.

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

Without the necessary infrastructure improvements needed for the judgeships, there will not be enough courtrooms and court operations space to support them. Ultimately, the denial of the funds held on behalf could undermine the judicial gains and potentially compromise access to justice for the public in a timely manner.

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 the FHOB is not approved, the Court ask the JCC to fully fund the expansion and complete the project as would be normally expected under these circumstances.

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 workbook.

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 workbook.

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

See attached workbook.

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

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

See attached workbook. Please note that due to the unique circumstance of this project, the project duration is shown to run through FY 2025/26. Expenses, however, are only shown in FY 2023-24. SBSC will not be managing this project since the building worked on is a state-owned facility. As a result, expenses will not be directly incurred by the Court.

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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					
Beginning Balance	7,365,975	2,353,826						9,719,801					
Revenues	138,948,013	2,478,269	4,951,030					146,377,312					
Expenditures	135,597,210	4,071,013	6,083,936					145,752,159					
Operating Transfers In (Out)	190,304	(1,323,210)	1,132,906										
Ending Fund Balance	10,907,082	(562,128)		<u> </u>	-	-	-	10,344,954					

FY 2020-21		FUNDS											
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL					
Beginning Balance	9,284,779	1,060,175	-					10,344,954					
Revenues	133,788,092	2,924,257	4,736,041					141,448,390					
Expenditures	137,171,328	3,629,583	6,178,491					146,979,402					
Operating Transfers In (Out)	(1,668,615)	226,166	1,442,449										
Ending Fund Balance	4,232,928	581,015	-	<u>-</u>		-		4,813,943					

FY 2021-22		FUNDS											
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL					
Beginning Balance	4,232,928	581,014						4,813,942					
Revenues	148,164,531	2,708,046	4,741,518					155,614,095					
Expenditures	147,738,255	2,696,219	5,191,805					155,626,279					
Operating Transfers In (Out)	(705,978)	255,691	450,287					-					
Ending Fund Balance	3,953,226	848,532			-		-	4,801,758					

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 co

	FY 2023-24	▼		FUNDS				1 1 12 11
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	178,824,647	8,161,325				-		186,985,972
Grants			5,323,745					5,323,745
Other Financing Sources	2,380,062	2,076,780	0,000,00					4,456,842
TOTAL REVENUES	181,204,709	10,238,105	5,323,745	-		-	_	196,766,559
EXPENDITURES								
Salaries	95,995,165	1,841,126	3,076,036					100 012 227
Staff Benefits	34,944,768	1,323,562	2,222,125					100,912,327
General Expense	10,411,044	259,267	120,143					38,490,455
Printing	318,679		120,143					10,790,454
Telecommunications	2,063,327	16,476	49,776					318,679
Postage	831,078	20,470	10,954					2,129,579
Insurance	87,500		10,534					842,032
Travel in State	575,233	16,588	6,530					87,500
Travel Out of State	27,010	10,366	0,530					598,350
Training	213,756		10,987					27,010
Security	2,110,088		10,367					224,743
Facilities Operations	13,902,412	25,000	2,077					2,110,088
Utilities	10,502,122	25,000	2,077					13,929,489
Contracted Services	26,103,436	1,046,000	371,942					
Consulting and Professional Services	23,203,100	2,040,000	371,342					27,521,378
- County Provided	159,120	2,753,069						2 242 422
Information Technology (IT)	8,473,053	2,210,822						2,912,189
Major Equipment	1,856,876	2,210,022						10,683,875
Other Items of Expense	109,096		94					1,856,876
Juror Costs	635,000		34					109,191
Other	750,000							635,000
Debt Service	750,000							750,000
Court Construction								
Distributed Administration &								
Allocation	(1,158,122)	283,391						
Prior Year Expense Adjustment	(1,136,122)	203,331						(874,731)
TOTAL EXPENDITURES	198,408,519	9,775,301	E 970 CC2					
	190,400,319	3,113,301	5,870,663	-		-	-	214,054,483
Operating Transfers In (Out)	(496,918)	(50,000)	546,918					
Fund Balance (Deficit)								
Beginning Balance (Deficit)	25,534,530	1,265,249						26,799,779
Ending Balance (Deficit)	7,833,802	1,678,053	_		-			9,511,855

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

	Expenses Category	
GL Account	Description	Amount
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	4,000,000
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	
Total		4,000,000

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

Description		FY 2023-24	Select Fiscal Year	Select Fiscal Year	~	FY 2024-25	-	Select Fiscal Year		Select Fiscal Year		Select Fiscal Year	Total
Contribution	4,000,000								T				4,000,000
Expenditures		4,000,000							\top				4,000,000
Cumulative Balance	4,000,000	-	-		-			_	\top		-		-,000,000

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:		OUNCIL OF
NEW REQUEST (Complete Section	n I, III, and IV only.)	ICIAL HOSITI
☐ AMENDED REQUEST (Complete S	Sections I through IV.)	1926
SECTION I: GENERAL INFORMATI		5
SUPERIOR COURT: San Bernardino	PERSON AUTHORIZING REQUEST Presign Anabel Z. Romero, CEO	and Judge or Court Executive Officer):
	CONTACT PERSON AND CONTACTINFO: Morgan Baxter, Deputy Court Executive Of MBaxter@sb-court.org (909) 521-3489 Kristie Armistead, Deputy Director of Oper Karmistead@sb-court.org (909) 269-8928 Kurt Feir, Supervising Budget Analyst KF	rations – Juvenile Courts eir@sb-court.org (909) 708-8787
DATE OF SUBMISSION: 8/4/2023	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY 2023-24 – 2025-26	REQUESTED AMOUNT: \$2,337,861

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 San Bernardino Superior Court Juvenile case management system is the last case type to transition from its existing legacy case management system (all other litigation types have transitioned to Odyssey). The Court is actively exploring a case management system that will support electronic storage of files, electronic statistical data submission, and interfaces with various justice partners. The new system will eliminate manual processes and allow the Juvenile Division to achieve a paperless environment. The vision and direction of San Bernardino Superior Court is for enhanced use of technology within the Juvenile division. Funding for this project allows San Bernardino Superior Court to move towards implementation of a successful product.

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.

In FY 2022-23, the Court had excess one-time funds available due to a higher than anticipated actual vacancy rate of 15%. These savings have materialized into one-time funds being available to fund one-time investment projects to shore up the Court's infrastructure needs. In this case, the request is to fund a new, high functioning Juvenile CMS. Because of uncertainties with future funding from the state for the Judicial Branch (and subsequently, the trial courts), the court's ongoing, operational funding would be negatively impacted if required to be used on this project.

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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?

By transitioning to a new CMS, the San Bernardino Superior Court will capture, manage, store, and preserve essential case documents. A new Juvenile court CMS will improve efficiency, reduce costs associated with record storage and retrieval, and improve customer service. Electronic record keeping will significantly improve the ability of the Court to efficiently process, review and analyze often voluminous court records; improving the quality of justice rendered to the public and court stakeholders.

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.

Continued use of the current CMS for the Court's Juvenile Division will prevent organizational goals related to modernization and automation from being achieved. Prioritizing these goals is paramount to providing access to justice for the community at-large.

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

If the Court's request is not approved, operational inefficiencies observed with the current CMS will continue to create limitations in which the public is able to successfully access 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?

Holding the funding in the TCTF is preferred since it will, amongst many future economic uncertainties, ensure a project of this magnitude/importance can be successfully completed and implemented.

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 workbook.

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 workbook.

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

See attached workbook.

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

See attached workbook.

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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20				FUN	IDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	7,365,975	2,353,826	_					9,719,801
Revenues	138,948,013	2,478,269	4,951,030					146,377,312
Expenditures	135,597,210	4,071,013	6,083,936					145,752,159
Operating Transfers In (Out)	190,304	(1,323,210)	1,132,906					143,732,133
Ending Fund Balance	10,907,082	(562,128)	-	-	-		-	10,344,954

FY 2020-21	A16 4 100			FUN	NDS			15 7 8 ° 3
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	9,284,779	1,060,175	-					10,344,954
Revenues	133,788,092	2,924,257	4,736,041					141,448,390
Expenditures	137,171,328	3,629,583	6,178,491					146,979,402
Operating Transfers In (Out)	(1,668,615)	226,166	1,442,449					170,373,402
Ending Fund Balance	4,232,928	581,015	-	-	-		_	4,813,943

FY 2021-22				FUN	NDS	les Eller	Ny na mana	
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	4,232,928	581,014						4,813,942
Revenues	148,164,531	2,708,046	4,741,518					155,614,095
Expenditures	147,738,255	2,696,219	5,191,805					155,626,279
Operating Transfers In (Out)	(705,978)	255,691	450,287					100,020,273
Ending Fund Balance	3,953,226	848,532			-			4,801,758

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 co

General 178,824,647 2,380,062 181,204,709 95,995,165 34,944,768 10,411,044	8,161,325 2,076,780 10,238,105	Special Revenue Grant 5,323,745 5,323,745	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
2,380,062 181,204,709 95,995,165 34,944,768	8,161,325 2,076,780 10,238,105	5,323,745					
2,380,062 181,204,709 95,995,165 34,944,768	2,076,780 10,238,10 5						
2,380,062 181,204,709 95,995,165 34,944,768	2,076,780 10,238,10 5						186,985,972
181,204,709 95,995,165 34,944,768	10,238,105						5,323,745
95,995,165 34,944,768	10,238,105	5,323,745					4,456,842
34,944,768				-		-	196,766,559
34,944,768							
34,944,768	1,841,126	3,076,036					100,912,327
	1,323,562	2,222,125					38,490,455
10.711.044	259,267	120,143					
318,679							10,790,454
2,063,327	16,476	49,776					318,679 2,129,579
831,078	,	10,954					842,032
87,500		20,001					
575,233	16,588	6,530					87,500
27,010		0,000					598,350
213,756		10,987					27,010
2,110,088		20,507					224,743
	25,000	2 077					2,110,088
	25,000	2,077					13,929,489
26,103,436	1.046.000	371 0/12					77 574 270
	2,010,000	371,342					27,521,378
159,120	2.753.069			1			2 042 400
							2,912,189
							10,683,875
		94					1,856,876
		34					109,191 635,000
							750,000
							750,000
(1.158.122)	283,391			- 1			(074, 724)
(, , ,							(874,731)
198,408,519	9,775,301	5,870,663		-		-	214,054,483
(496,918)							
	, , , , ,						
25 524 526	4 205 205						
Z5.550 540 1		- 1					26,799,779
	(496,918)	26,103,436 1,046,000 159,120 2,753,069 8,473,053 2,210,822 1,856,876 109,096 635,000 750,000 (1,158,122) 283,391 198,408,519 9,775,301	26,103,436	26,103,436	26,103,436	26,103,436	26,103,436

Current detailed budget projection urt's behalf

	FY 2024-25	~		FUNDS		- 16	4 - 1 -	
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	177,826,560	4,647,050						182,473,610
Grants			5,326,729					5,326,729
Other Financing Sources	3,249,294	2,000,778	, , , , , ,					5,250,072
TOTAL REVENUES	181,075,854	6,647,828	5,326,729	-	-	-	-	193,050,411
EXPENDITURES								.,,
Salaries	98,816,942	1,900,137	3,352,547					104,069,626
Staff Benefits	36,036,175	1,364,955	2,291,618					39,692,748
General Expense	6,163,757	217,237	100,667					6,481,661
Printing	191,426							191,426
Telecommunications	1,239,409	9,897	29,900					1,279,206
Postage	499,216		6,580					505,796
Insurance	52,560							52,560
Travel in State	345,533	9,964	3,922					359,419
Travel Out of State	16,224		-,					16,224
Training	128,400		6,599					134,999
Security	1,267,498							1,267,498
Facilities Operations	8,350,967	15,017	1,248					8,367,231
Utilities								0,307,231
Contracted Services	15,679,935	628,316	223,420					16,531,671
Consulting and Professional Services				1				10,331,071
- County Provided	95,581	1,653,727						1,749,308
Information Technology (IT)	5,089,633	1,328,007						6,417,640
Major Equipment	1,115,397			1				1,115,397
Other Items of Expense	65,532		57					65,589
Juror Costs	381,435							381,435
Other	450,514							450,514
Debt Service								430,314
Court Construction								
Distributed Administration &								
Allocation	(695,666)	170,228						(525,438
Prior Year Expense Adjustment	1,691,843							1,691,843
TOTAL EXPENDITURES	176,982,309	7,297,485	6,016,558	-		-	-	190,296,352
Operating Transfers In (Out)	(689,829)		689,829					
Fund Balance (Deficit)								
Beginning Balance (Deficit)	7,833,802	1,678,053	-	- 1	_			9,511,855
Ending Balance (Deficit)	11,237,518	1,028,396	(0)		-			12,265,914

Current detailed budget projection:

	FY 2025-26	*		FUNDS				
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	178,336,560	4,647,050						182,983,610
Grants			5,326,729					5,326,729
Other Financing Sources	2,748,294	1,627,747						4,376,041
TOTAL REVENUES	181,084,854	6,274,797	5,326,729	<u> </u>	-	-		192,686,380
EXPENDITURES								
Salaries	103,757,789	1,995,144	3,520,175					109,273,108
Staff Benefits	37,837,984	1,433,202	2,406,199					41,677,385
General Expense	6,471,944	228,099	105,700					6,805,744
Printing	200,997		2007/20					200,997
Telecommunications	1,301,380	10,392	31,395					1,343,166
Postage	524,177		6,909					531.086
Insurance	55,188							55,188
Travel in State	362,810	10,462	4,118				-	377,390
Travel Out of State	17,036		-,7_2					17,036
Training	134,820		6,929					141,749
Security	1,330,872							1,330,872
Facilities Operations	8,768,515	15,768	1,310					8,785,593
Utilities	-							0,700,000
Contracted Services	16,463,931	659,732	234,591					17,358,254
Consulting and Professional Services								27,550,254
- County Provided	100,360	1,736,413						1,836,773
Information Technology (IT)	5,344,115	1,394,407						6,738,522
Major Equipment	1,171,167							1,171,167
Other Items of Expense	68,809		60					68,869
Juror Costs	400,507							400,507
Other	473,039							473,039
Debt Service								- 475,035
Court Construction								
Distributed Administration &								
Allocation	(730,449)	178,740						(551,710)
Prior Year Expense Adjustment								(551,710)
TOTAL EXPENDITURES	184,054,990	7,662,360	6,317,386	-	-		-	198,034,735
Operating Transfers In (Out)	(990,657)		990,657					
Fund Balance (Deficit)								
Beginning Balance (Deficit)	11,237,518	1,028,396	(0)					12 205 044
Ending Balance (Deficit)	7,276,726	(359,167)	0					12,265,914 6,917,560

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

GL Account	Description	Amount		
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	2,337,861		
950000	Other Items of Expense	2,551,552		
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Total		2,337,861		

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

Description		FY 2023-24	FY 2024-25 🔻	FY 2025-26	Select Fiscal Year	Select Fiscal Year	Select Fiscal Year	Select Fiscal Year	Total
Contribution	2,337,861								2 227 061
Expenditures		1,000,000	1,000,000	337,861					2,337,861 2,337,861
Cumulative Balance	2,337,861	1,337,861	337,861	190		—			2,337,801

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request	OUNCIL OA					
NEW REQUEST (Complete Section	TOTAL ROSILIA					
AMENDED REQUEST (Complete	1926					
SECTION I: GENERAL INFORMAT	TION	(2)				
SUPERIOR COURT:	PERSON AUTHORIZING REQUEST (Placed)	ing Judge or Cou	rt Evecutive Officer):			
San Bernardino	Anabel Z. Romero, CEO					
	CONTACT PERSON AND CONTACTINFO: Morgan Baxter, Deputy Court Executive Officer of Operations MBaxter@sb-court.org (909) 521-3489 Daniel Melendrez, Information Technology Manager [909] 269-8983					
DATE OF SUBMISSION:	Kurt Feir, Supervising Budget Analyst KF	REQUESTED A				
8/4/2023	REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY 2023-24 – 2024-25	\$600,000				
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 San Bernardino Superior Court plans to pilot a limited expansion of its existing "For the Record" (FTR) service agreement to include "speech-to-text" real-time technologies. Adding this innovative functionality is in line with our strategic plan to continuously leverage technology to modernize our courtrooms. Pilot installations of this advance software will provide judicial officers with real-time record of recorded proceedings, where appropriate. Leveraging new technologies delivers on the Court's overall mission and responsibility to modernize its operations to better serve the community at-large. The cost of the pilot program will be based on the number of courtrooms and the duration of use during the day. The rate for full-day use is as follows: Full-Day Use: \$15,840 per courtroom, annually For this initial expansion, the Court is requesting that \$600,000 be held in the TCTF.						
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.

This request was not originally anticipated as a technology priority, however, a demonstration at a court

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

technology conference illustrated the benefits this software enhancement would provide the court. Timing to procure services and work through the multitude of contractual and operations detail was not possible due to limited resources. Our court is historically under resourced and could not make this a budget priority, but salary savings as the result of unprecedented staffing shortages allowed us to reallocate funds for this very important need.

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 request will provide judicial officers real-time access to text captured via electronic recording for proceeding types where electronic recording is appropriate.

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.

N/A

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

Our court must continuously reassess opportunities for process improvement in alignment with our strategic plan. Installation of software such as this reinforces and validates our overarching mission to leverage technology where appropriate.

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

Because access to adequate funding is not guaranteed, holding the funding in the TCTF will ensure a project like this can be completed.

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 workbook.

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 workbook.

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

See attached workbook.

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

See attached workbook.

Page 2 of 2 Rev. Apr. 2016

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				
Beginning Balance	7,365,975	2,353,826	- 1					9,719,801				
Revenues	138,948,013	2,478,269	4,951,030					146,377,312				
Expenditures	135,597,210	4,071,013	6,083,936					145,752,159				
Operating Transfers In (Out)	190,304	(1,323,210)	1,132,906					-				
Ending Fund Balance	10,907,082	(562,128)		-				10,344,954				

FY 2020-21		FUNDS										
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL				
Beginning Balance	9,284,779	1,060,175	-					10,344,954				
Revenues	133,788,092	2,924,257	4,736,041					141,448,390				
Expenditures	137,171,328	3,629,583	6,178,491					146,979,402				
Operating Transfers In (Out)	(1,668,615)	226,166	1,442,449									
Ending Fund Balance	4,232,928	581,015		-		-		4,813,943				

FY 2021-22		FUNDS										
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL				
Beginning Balance	4,232,928	581,014						4,813,942				
Revenues	148,164,531	2,708,046	4,741,518					155,614,095				
Expenditures	147,738,255	2,696,219	5,191,805					155,626,279				
Operating Transfers In (Out)	(705,978)	255,691	450,287									
Ending Fund Balance	3,953,226	848,532		-	-	-	-	4,801,758				

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 contributions from the TCTF fund balance held on the contributions from the TCTF fund balance held on the contributions from the TCTF fund balance held on the contributions from the TCTF fund balance held on the contributions from the TCTF fund balance held on the contributions from the TCTF fund balance held on the contributions from the TCTF fund balance held on the contributions from the TCTF fund balance held on the contributions from the TCTF fund balance held on the contributions from the TCTF fund balance held on the contributions from the TCTF fund balance held on the contributions from the TCTF fund balance held on the contributions from the TCTF fund balance held on the contributions from the TCTF fund balance held on the contributions from the TCTF fund balance held on the contributions from the TCTF fund balance held on the contributions from the TCTF fund balance held on the contributions from the TCTF fund balance held on the contribution for the tribution for the

	FY 2023-24	~		FUNDS		1.31		
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	178,824,647	8,161,325						186,985,972
Grants			5,323,745					5,323,745
Other Financing Sources	2,380,062	2,076,780						4,456,842
TOTAL REVENUES		10,238,105	5,323,745	-	-		-	196,766,559
EXPENDITURES								
Salaries	95,995,165	1,841,126	3,076,036					100,912,327
Staff Benefits	34,944,768	1,323,562	2,222,125					38,490,455
General Expense	10,411,044	259,267	120,143					10,790,454
Printing	318,679							318,679
Telecommunications	2,063,327	16,476	49,776					2,129,579
Postage	831,078		10,954					842,032
Insurance	87,500							87,500
Travel in State	575,233	16,588	6,530					598,350
Travel Out of State	27,010							27,010
Training	213,756		10,987					224,743
Security	2,110,088							2,110,088
Facilities Operations	13,902,412	25,000	2,077					13,929,489
Utilities								
Contracted Services	26,103,436	1,046,000	371,942					27,521,378
Consulting and Professional Services								, , , , , ,
- County Provided	159,120	2,753,069						2,912,189
Information Technology (IT)	8,473,053	2,210,822						10,683,875
Major Equipment	1,856,876							1,856,876
Other Items of Expense	109,096		94					109,191
Juror Costs	635,000							635,000
Other	750,000							750,000
Debt Service								-
Court Construction								
Distributed Administration &								
Allocation	(1,158,122)	283,391						(874,731)
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	198,408,519	9,775,301	5,870,663	-			-	214,054,483
Operating Transfers In (Out)	(496,918)	(50,000)	546,918					_
Fund Balance (Deficit)								
Beginning Balance (Deficit)	25,534,530	1,265,249	-					26,799,779
Ending Balance (Deficit)	7,833,802	1,678,053						9,511,855

Current detailed budget projection ourt's behalf

	FY 2024-25	▼		FUNDS				
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	177,826,560	4,647,050						182,473,610
Grants			5,326,729					5,326,729
Other Financing Sources	3,249,294	2,000,778						5,250,072
TOTAL REVENUES	181,075,854	6,647,828	5,326,729	-		-		193,050,411
EXPENDITURES								
Salaries	98,816,942	1,900,137	3,352,547					104,069,626
Staff Benefits	36,036,175	1,364,955	2,291,618					39,692,748
General Expense	6,163,757	217,237	100,667					6,481,661
Printing	191,426					ļ —————		191,426
Telecommunications	1,239,409	9,897	29,900					1,279,206
Postage	499,216		6,580					505,796
Insurance	52,560		·					52,560
Travel in State	345,533	9,964	3,922					359,419
Travel Out of State	16,224							16,224
Training	128,400		6,599					134,999
Security	1,267,498							1,267,498
Facilities Operations	8,350,967	15,017	1,248					8,367,231
Utilities								-
Contracted Services	15,679,935	628,316	223,420					16,531,671
Consulting and Professional Services								
- County Provided	95,581	1,653,727						1,749,308
Information Technology (IT)	5,089,633	1,328,007						6,417,640
Major Equipment	1,115,397							1,115,397
Other Items of Expense	65,532		57					65,589
Juror Costs	381,435							381,435
Other	450,514							450,514
Debt Service								
Court Construction			;					-
Distributed Administration &								
Allocation	(695,666)	170,228						(525,438
Prior Year Expense Adjustment								
TOTAL EXPENDITURES	175,290,466	7,297,485	6,016,558	-	-	-		188,604,509
Operating Transfers In (Out)	(689,829)		689,829					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	7,833,802	1,678,053	-	-	-	-	-	9,511,855
Ending Balance (Deficit)	12,929,361	1,028,396	(0)	- 1		_	_	13,957,757

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

	Expenses Category	
GL Account	Description	Amount
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	600,000
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	
Total		600,000

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

Description	FY 2022-23	FY 2023-24	FY 2024-25	Select Fiscal Year	Total				
Contribution	600,000					present and			600,000
Expenditures		300,000	300,000						600,000
Cumulative Balance	600,000	300,000					-	-	- 000,000

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of reques	st:		OUNCIL ON
NEW REQUEST (Complete Sec	tion I, III, and IV only.)		77 NOTICIAL
AMENDED REQUEST (Comple	te Sections I through IV.)		1926
SECTION I: GENERAL INFORMA	ATION	2)	
SUPERIOR COURT: Click here to enter court	PERSON AUTHORIZING REQUEST (Preson Anabel Z. Romero, CEO	F	rt Executive Officer):
San Bernardino	CONTACT PERSON AND CONTACT INFO: David Gonzales, Director of Facilities and DGonzales@sb-court.org (909) 708-8742 Daniel Melendrez, Information Technology (909) 269-8983 Kurt Feir, Supervising Budget Analyst KF	Records Manage Manager DMele	endrez@sb-court.org (909) 708-8787
DATE OF SUBMISSION: 8/4/2023	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY 2023-24 – 2025-26	REQUESTED A \$2,500,000	MOUNT:
REASON FOR REQUEST (Please project/proposal. Use attachments	briefly summarize the purpose for this request, ir if additional space is needed.):	ncluding a brief de	scription of the
improve our jury assembly and del efficient trial process by gathering comfort and amenities necessary t jury deliberation rooms play an imp	rt requests approval for this TCTF Funds Held on iberation rooms. The Court's jury assembly rooms potential jurors before they are selected for servic o provide jurors with an optimal experience during portant role in the administration of justice. Ensuring the trial process.	s play a crucial role e. The current en this critical phase	e in ensuring a fair and vironment lacks the e. Similarly, the Court's
An improved juror experience mea that fosters a sense of relaxation a service. Jury assembly room impro paint, signage, ergonomic counters audio systems. By offering a more	f our jury assembly and jury deliberation rooms, the ns a more engaged and focused pool of potential and ease can be created, making the jurors feel represents will include (but is not limited to) comforts and charging stations. Jury deliberation room up welcoming and better functioning working enviror his inspires a stronger sense of civic responsibility.	jurors. With the re spected and appro- table seating arrai grades will include nment, a positive p	eserved funds, a space eciated for their civic ngements, new carpet, e newer displays and perception of the

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 threeyear encumbrance term.

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

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

In FY 2022-23, the Court had excess one-time funds available due to a higher than anticipated actual vacancy rate of 15%. These savings have materialized into one-time funds being available to fund one-time investment projects to shore up the Court's infrastructure needs. In this case, the request is to fund improvements to the Court's jury assembly and deliberation rooms. Because of uncertainties with future funding from the state for the Judicial Branch (and subsequently, the trial courts), the court's ongoing, operational funding would be negatively impacted if required to be used on this project.

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

By investing in this project, enhancements to the well-being of our jurors will be achieved. Additionally, the upgraded rooms will foster a sense of respect and appreciation for their crucial role in upholding justice within our community. Comfortable and pleasant jury assembly rooms will contribute to a more positive and productive jury selection process, ensuring that jurors can focus on their responsibilities without unnecessary distractions. In the improved deliberation rooms, jurors will be able to better understand and retain evidence that is presented. The possibility of implementing these enhancements will benefit both our jurors and the judicial process as a whole.

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.

Having comfortable and pleasant jury assembly rooms will contributes to a more positive and productive jury selection process, ensuring that jurors can focus on their responsibilities without unnecessary distractions. In the jury deliberation rooms, the use of antiquated equipment results in a higher likelihood of failure which prevents jurors from effectively fulfilling their role.

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

If the Court's request is not approved, the ability of jurors to play their part in the justice system will be negatively impacted. A byproduct of this will be a diminished access to justice by the public.

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

Holding the funding in the TCTF is preferred since it will, amongst many future economic uncertainties, ensure a project of this magnitude/importance can be successfully completed and implemented.

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 workbook.

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 workbook.

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

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

See attached workbook.

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

See attached workbook.

Page 3 of 3 Rev. Apr. 2016

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			
Beginning Balance	7,365,975	2,353,826	-					9,719,801			
Revenues	138,948,013	2,478,269	4,951,030					146,377,312			
Expenditures	135,597,210	4,071,013	6,083,936					145,752,159			
Operating Transfers In (Out)	190,304	(1,323,210)						173,732,133			
Ending Fund Balance	10,907,082	(562,128)			-	-	-	10,344,954			

FY 2020-21		FUNDS									
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL			
Beginning Balance	9,284,779	1,060,175	-					10,344,954			
Revenues	133,788,092	2,924,257	4,736,041					141,448,390			
Expenditures	137,171,328	3,629,583	6,178,491				-	146,979,402			
Operating Transfers In (Out)	(1,668,615)	226,166	1,442,449					140,373,402			
Ending Fund Balance	4,232,928	581,015	-	-	-			4,813,943			

FY 2021-22		FUNDS										
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL				
Beginning Balance	4,232,928	581,014						4,813,942				
Revenues	148,164,531	2,708,046	4,741,518					155,614,095				
Expenditures	147,738,255	2,696,219	5,191,805					155,626,279				
Operating Transfers In (Out)	(705,978)	255,691	450,287					-				
Ending Fund Balance	3,953,226	848,532	-	-	-	<u> </u>	-	4,801,758				

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 co

	FY 2023-24	-		FUNDS				
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES			414114					
State Financing Sources	178,824,647	8,161,325						186,985,972
Grants		7,212,722	5,323,745					5,323,745
Other Financing Sources	2,380,062	2,076,780	0,025,7 13					
TOTAL REVENUES	181,204,709	10,238,105	5,323,745	<u>-</u>	-	_		4,456,842 196,766,559
EXPENDITURES								
Salaries	95,995,165	1,841,126	3,076,036					400.040.000
Staff Benefits	34,944,768	1,323,562	2,222,125					100,912,327
General Expense	10,411,044	259,267	120,143					38,490,455
Printing	318,679	233,207	120,143					10,790,454
Telecommunications	2,063,327	16,476	49,776					318,679
Postage	831,078	20,770	10,954					2,129,579
Insurance	87,500		10,554					842,032
Travel in State	575,233	16,588	6,530					87,500
Travel Out of State	27,010	20,000	0,030					598,350
Training	213,756		10,987					27,010
Security	2,110,088		10,507					224,743
Facilities Operations	13,902,412	25,000	2,077					2,110,088
Utilities	,,,,,,,	25,000	2,011					13,929,489
Contracted Services	26,103,436	1,046,000	371,942					•
Consulting and Professional Services		2,040,000	372,342					27,521,378
- County Provided	159,120	2,753,069						
Information Technology (IT)	8,473,053	2,210,822						2,912,189
Major Equipment	1,856,876	2,210,022						10,683,875
Other Items of Expense	109,096		94					1,856,876
Juror Costs	635,000		34					109,191
Other	750,000							635,000
Debt Service	100,000							750,000
Court Construction								<u>-</u>
Distributed Administration &								
Allocation	(1,158,122)	283,391			1			(074 704)
Prior Year Expense Adjustment	(,== ,== ,	230,000						(874,731)
TOTAL EXPENDITURES	198,408,519	9,775,301	5,870,663		-		-	214,054,483
Operating Transfers In (Out)	(496,918)	(50,000)	546,918					217,037,403
Fund Balance (Deficit)			2.5,220					
Beginning Balance (Deficit)	25 524 520	4 305 340						
Ending Balance (Deficit)	25,534,530 7,833,802	1,265,249 1,678,053	-					26,799,779 9,511,855

Current detailed budget projection ourt's behalf

CONTRACTOR OF THE PARTY OF THE	FY 2024-25	-		FUNDS	5 T T T T			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	177,826,560	4,647,050						182,473,610
Grants			5,326,729					5,326,729
Other Financing Sources	3,249,294	2,000,778						5,250,072
TOTAL REVENUES	181,075,854	6,647,828	5,326,729	-	-	-	-	193,050,411
EXPENDITURES								
Salaries	98,816,942	1,900,137	3,352,547					104,069,626
Staff Benefits	36,036,175	1,364,955	2,291,618					39,692,748
General Expense	6,163,757	217,237	100,667					6,481,661
Printing	191,426		200,007					
Telecommunications	1,239,409	9,897	29,900					191,426 1,279,206
Postage	499,216	-,	6,580					505,796
Insurance	52,560							52,560
Travel in State	345,533	9,964	3,922					359,419
Travel Out of State	16,224	.,	-,,					16,224
Training	128,400		6,599					134.999
Security	1,267,498							1,267,498
Facilities Operations	8,350,967	15,017	1,248					8,367,231
Utilities								0,307,231
Contracted Services	15,679,935	628,316	223,420					16,531,671
Consulting and Professional Services								10,331,071
- County Provided	95,581	1,653,727						1,749,308
Information Technology (IT)	5,089,633	1,328,007						6,417,640
Major Equipment	1,115,397							1,115,397
Other Items of Expense	65,532		57					65,589
Juror Costs	381,435							381,435
Other	450,514							450,514
Debt Service								430,514
Court Construction								
Distributed Administration &								
Allocation	(695,666)	170,228						(525,438)
Prior Year Expense Adjustment	1,691,843							1,691,843
TOTAL EXPENDITURES	176,982,309	7,297,485	6,016,558			-	-	190,296,352
Operating Transfers In (Out)	(689,829)		689,829					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	7,833,802	1,678,053	_					0 544 055
Ending Balance (Deficit)	11,237,518	1,028,396	(0)			-		9,511,855 12,265,914

Current detailed budget projection:

K, had the street	FY 2025-26	~		FUNDS		TELLI		
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	178,336,560	4,647,050						182,983,610
Grants			5,326,729					5,326,729
Other Financing Sources	2,748,294	1,627,747			-			4,376,041
TOTAL REVENUES	181,084,854	6,274,797	5,326,729				-	192,686,380
EXPENDITURES								
Salaries	103,757,789	1,995,144	3,520,175					109,273,108
Staff Benefits	37,837,984	1,433,202	2,406,199					41,677,385
General Expense	6,471,944	228,099	105,700					6,805,744
Printing	200,997							200,997
Telecommunications	1,301,380	10,392	31,395					1,343,166
Postage	524,177		6,909					531,086
Insurance	55,188							55,188
Travel in State	362,810	10,462	4,118					377,390
Travel Out of State	17,036	, i						17,036
Training	134,820		6,929					141,749
Security	1,330,872							1,330,872
Facilities Operations	8,768,515	15,768	1,310					8,785,593
Utilities								- 0,703,333
Contracted Services	16,463,931	659,732	234,591					17,358,254
Consulting and Professional Services								2.,000,204
- County Provided	100,360	1,736,413						1,836,773
Information Technology (IT)	5,344,115	1,394,407						6,738,522
Major Equipment	1,171,167							1,171,167
Other Items of Expense	68,809		60					68,869
Juror Costs	400,507							400,507
Other	473,039							473,039
Debt Service								
Court Construction								
Distributed Administration &								
Allocation	(730,449)	178,740						(551,710)
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	184,054,990	7,662,360	6,317,386	<u> </u>	-	-	-	198,034,735
Operating Transfers In (Out)	(990,657)		990,657					
Fund Balance (Deficit)								
Beginning Balance (Deficit)	11,237,518	1,028,396	(0)	-	-	-	_	12,265,914
Ending Balance (Deficit)	7,276,726	(359,167)	0		_	_		6,917,560

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

	Expenses Category	
GL Account	Description	Amount
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	1,500,000
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	1,000,000
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		2,500,000

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

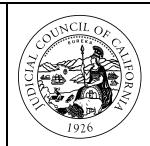
Description	FY 2022-23	FY 2023-24 🕶	FY 2024-25	FY 2025-26	Select Fiscal Year	 Select Fiscal Year	Select Fiscal Year	•	Select Fiscal Year	Total
Contribution	2,500,000									2 500 000
Expenditures		1,000,000	1,000,000	500,000				_		2,500,000
Cumulative Balance	2,500,000	1,500,000	500,000		_			_		2,300,000

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.)



\$385,944

SECTION I: GENERAL INFORMATION

SUPERIOR COURT: San Luis Obispo	PERSON AUTHORIZING REQUEST (Presiding Judge or Court E. Michael Powell, Court Executive Officer (CEO)	xecutive Officer):
	CONTACT PERSON AND CONTACT INFO:	
	Geoff O'Quest, CFO, 805/706-3628, geoff.oquest@slo.courts.ca.g	ov
DATE OF SUBMISSION:	TIME PERIOD COVERED BY THE REQUEST, INCLUDING	REQUESTED
8/4/2023	CONTRIBUTION AND EXPENDITURE:	AMOUNT:

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.):

FY 2022-23 THROUGH FY 2023-24

The San Luis Obispo Superior Court is requesting a total of \$385,944 for three projects.

1. Office Construction Project: \$130,000

Through a Court-Funded Facilities Modification Request (CFR), the court will construct four staff offices. Currently the approved use for Project #1 states only that modular furniture will be purchased. The project is part of the Court's effort to renovate staff workspaces and will provide closed-door offices for a manager, two Directors, and the ACEO, where none currently exist. The Court currently does not have office space for these four positions that allows for confidential, closed-door conversations.

2. Copier Refresh Project: \$70,591

The court will purchase new copier/printers to replace it's 14 aging machines. The existing machines were purchased ten years ago and are experiencing increasing maintenance needs.

3. Courtroom AV Technology Upgrade: \$185,353

The court will use this funding to help upgrade its current ad hoc Zoom court technology in it courtrooms and make its hybrid online/in-person court capability permanent, reliable, and more seamless for court users both online and in person.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

NA

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

NA

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 threeyear encumbrance term.

The court is requesting that funds be held in excess of the 3% fund balance cap in FY 2022-23 totaling \$385,944. This excess fund balance exists primarily as the result of a greater than typical number of staff vacancies due to difficulties in hiring and retaining staff brough on by the current labor market and resulting low unemployment.

The court requests the use of these funds to accomplish three important one-time projects. Due to the high dollar value of each of these projects and the uncertain nature of annual budgeting, these projects do not otherwise fit within the court's annual operating budget.

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?
 - 1. **Office Construction Project**: Construction of the four offices for management and executive staff will enable those positions to have confidential, closed-door conversations with staff whether in-person, by phone or on Zoom or Teams, improving communication and workflow.
 - 2. **Copier Refresh Project**: This purchase will enable the court to install new copier/printers to replace it's 14 aging machines. The existing machines were purchased ten years ago and are experiencing increasing maintenance needs. The newer machines will be more efficient, take up less space, and will be less prone to breakdown and failure.
 - 3. Courtroom AV Technology Upgrade: This project will help convert the court's ad hoc Zoom court technology in its courtrooms to a permanent, reliable, and more seamless system that will benefit court users both online and in person. The new system will save employee set up time and will require less reliance on IT staff, allowing court IT resources to focus on other value-added work. The current system relies on a large monitor and a laptop on a media cart in the middle of the floor, with exposed cables. The current system is not integrated with the court's other technology, including the sound system.
- C. If a cost efficiency, please provide cost comparison (table template provided).

The request is not anticipated to result in significant cost savings.

- D. Describe the consequences to the court's operations if the court request is not approved.
 - 1. **Office Construction Project**: Without the construction of the four offices for management and executive staff, those positions will continue to be limited in their ability to have confidential conversations in the course of their daily responsibilities, which hinders communication and workflow.
 - 2. **Copier Refresh Project**: Without the purchase of new copier/printers, the reliability and efficiency of the courts existing machines will continue to degrade until they ultimately fail. Operations staff will then go without a copier until the machine can be replaced.
 - Courtroom AV Technology Upgrade: Without upgraded technology in the courtroom, courtrooms will
 continue to get by using the same ad hoc Zoom court system created at the beginning of the COVID-19
 pandemic in 2020. Courtroom staff will continue to rely heavily on daily IT support.
- E. Describe the consequences to the public and access to justice if the court request is not approved.
 - 1. **Office Construction Project**: Without this project, court staff will be less efficient and effective in serving court users. Recruitment and retention of court staff will continue to be impacted by the staff workspace environment in the main courthouse, which impacts the court's ability to provide access to justice.
 - 2. **Copier Refresh Project**: Without this project, court staff will be less efficient and effective in serving court users. The court's existing copiers will become less and less effective and efficient and will ultimately fail.
 - 3. **Courtroom AV Technology Upgrade**: Without this project the online and in-person court user experience will continue to be marked by routine delays and technical difficulties. The presence of a media cart and exposed cables in the courtroom will continue to present a potential trip hazard.
- 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 the court's request is not approved, the court will attempt to fund the three projects out of unbudgeted savings in future years. This is less efficient as planning for the three proposed projects requires significant procurement lead time.

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 worksheet.

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 worksheet.

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

See attached worksheet.

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

See attached worksheet.

Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2020-21				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	569,885	2,210,613	-					2,780,498
Revenues	16,659,252	765,144	261,696					17,686,091
Expenditures	16,671,806	1,021,460	267,870					17,961,135
Operating Transfers In (Out)	(24,466)	18,292	6,174					(0)
Ending Fund Balance	532,865	1,972,589	(0)	-	-	-	-	2,505,454

FY 2021-22				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	532,865	1,972,589	(0)					2,505,454
Revenues	19,516,014	989,089	274,718					20,779,821
Expenditures	18,907,890	848,374	274,718					20,030,982
Operating Transfers In (Out)	(11,844)	11,844	-					-
Ending Fund Balance	1,129,146	2,125,147	-	-	-	-	-	3,254,293

FY 2022-23				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,129,146	2,125,147	-					3,254,293
Revenues	21,072,146	1,109,205	288,519					22,469,870
Expenditures	21,023,846	1,127,564	288,519					22,439,930
Operating Transfers In (Out)	(4,231)		-					(4,231)
Ending Fund Balance	1,173,214	2,106,788	-	-	-	-	-	3,280,002

Application for TCTF Funds Held on Behalf of the Court

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 2022-23	▼	FUNDS		FY 2023-24	▼	FUNDS			FY	2024-25	▼	FUNDS			Select	: Fiscal Year	▼	FUN	os			Select Fiscal Year	r 🔻		FUNDS			Select	ct Fiscal Year	▼	FUNDS			S	ect Fiscal Year	▼		FUNDS			Select Fiscal Year	▼		FUNDS		
Description	Genera	ral Special Revenue Special Revenue Non-Grant Grant	Capital Projects Debt Service Proprietary	Fiduciary	TOTAL General Special Rev	evenue Special rant G	Il Revenue Capital Projects De	Propriet	etary Fiduciary	TOTAL	General Special Rev	evenue Special Rever eant Grant	Capital Projects D	Debt Service Proprietary	Fiduciary	TOTAL	General Special Non-	Revenue Special Re Grant Gran	venue Capital Proj	ects Debt Service	Proprietary Fiducia	ry TOTAL	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects Debt	Service Proprietary	Fiduciary	TOTAL	General Special R Non-G	levenue Special Re Grant Gran	evenue Capital Projects	s Debt Service Propr	ietary Fiduciary	TOTAL	General Speci	al Revenue Special on-Grant G	al Revenue Grant	Projects Debt Service	Proprietary Fiducia	ary TOTAL	General	Special Revenue Non-Grant	Special Revenue Cap	cal Projects Debt Servi	ce Proprietary Fir	Juciary TOTAL
REVENUES																																															
State Financing Sources	20,57	76,535 465,961			21,042,496 21,193,831 37	379,940	-			21,573,771						-						-							-						-						-						
Grants		288,519	19		288,519 -	-	297,175			297,175						-						-							-						-						-						
Other Financing Sources	49	95,611 643,244			1,138,855 510,479 66	662,541	-			1,173,021						-						-							-						-						-						
TOTAL REVENUES	S 21,07	772,146 1,109,205 288,519	19	-	22,469,870 21,704,310 1,04	042,481	297,175 -	-	- -	23,043,966	-	-	- -		-	-	-	-	-		-				-	-		-	-	-	-		-		-	-	-	-		-		-	-	-		-	
EXPENDITURES	1																						1																	1							
Salaries	11.50	05.693 21.550 108.020	20		11.635.263 12.180.977		113.421			12.294.398						-													-						_						-						
Staff Benefits	6.71	717.381 27.425 102.831	31		6.847.637 6.986.076		107.458			7.093.534						-						-							-											,	-						
General Expense	64	3.448			645.514 687.011	3.551	-			690,562						-						-							-						- 1					, —	-						
Printing	3	32,780			32,780 34.091	-	-			34,091						-						-							-						- 1					, —	-					 	
Telecommunications	13	33,606			133,606 146,966	-	-			146,966						-						-							-						- 1					, —	-					_	
Postage	7	75,805			75,805 78,837	-	-			78,837					1	-						-	1						-				1		-					,	-						
Insurance		8,429			8,429 8,766	-	-			8,766					1	-						-	1						-				1		-					,	-						
Travel in State	2	25,686			25,686 26,713	-	-			26,713					1	-						-	1					†	-						-					,	-						
Travel Out of State		-				-	-			-					1	-						-	1					†	-						-					,	-						
Training	2	20,628			20,628 21,453	-	-			21,453						-						-							-						-					,	-						
Security		1,674 423			2,097 1,741	436	-			2,177						-						-							-						-					,	-						
Facilities Operations	3	35,568 45,930			81,498 36,991 4	47,308	-			84,299						-						-							-						-						-						
Utilities						-	-			-						-						-							-						-					,	-						
Contracted Services	1,17	71,421 348,802 35,499	99		1,555,721 1,229,992 35	359,266	32,438			1,621,696						-						-							-						-					1	-						
Consulting and Professional																																								,							
Services - County Provided		44,859 405,543			650,402 254,653 41	417,709	-			672,362						-						-							-						-					1	-						
Information Technology (IT)	21	274,443			487,106 227,549 28	282,676	-			510,226						-						-							-						-					,	-						
Major Equipment	14	43,530			143,530 199,271	-	-			199,271						-						-							-						-					,	-						
Other Items of Expense		4,639			4,639 5,000	-	-			5,000						-						-							-						-					,	-						
Juror Costs	8	87,305			87,305 90,797	-	-			90,797						-						-							-						-					,	-						
Other						-	-			-						-						-							-						-					,	-						
Debt Service						-	-			-						-						-							-						-						-						
Court Construction						-	-			-						-						-							-						-						-						
Distributed Administration &							T		T				\Box																						T					_			1				
Allocation	(4	[42,170] 42,170	70		- (43,857)	-	43,857			-						-						-							-						-						-						
Prior Year Expense Adjustment		2,286			2,286 2,377	-	-			2.377 I						-						-							-						-						-						
TOTAL EXPENDITURES	S 21,02	2,286 23,846 1,127,564 288,519	19	-	22,439,929 22,175,405 1,11	110,947	297,174 -	-		23,583,526	-	-			-	-	-	-	-		-				-	-		-	-	-	-		-		-	-	-	-		-		-	-	-		- -	-
Operating Transfers In (Out)	((4,231) 4,231 -			-		-			-						-						-							-						-						-						
Fund Balance (Deficit)		.29,146 2,125,147 - .73,214 2,111,019 -													 																									, —						+	
Beginning Balance (Deficit)	1,12	29,146 2,125,147 -			3,254,293 1,173,214 2,11 3,284,233 702,120 2,04	111,019		-	- -	3,284,233	702,120 2,04 702,120 2,04	42,553	0 -		-	2,744,674	702,120	,042,553	0	. .	-	- 2,744,674	702		0	-		- 1	2,744,674	702,120 2, 702,120 2,	,042,553	0 -			2,744,674	702,120	2,042,553	0		, -	- 2,744,6	4 702,120	2,042,553	0			- 2,744,
Ending Balance (Deficit)	1.17	73.214 2.111.019 -		-	3.284.233 702.120 2.04	042.553	0 -	-		2.744.674	702.120 2.04	42.553	0 -		1 - 1	2.744.674	702.120	.042.553	0	. .	-	- 2.744.674	702	2,120 2,042,553 2.120 2.042,553	0	-		-	2.744.674	702.120 2.	.042.553	0 -	1 - 1		2,744,674	702,120	2,042,553	0	- -	, -	- 2.744.6	4 702,120	2.042.553	0			- 2.74/

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

	Expenses Category	Amanust
GL Account	Description	Amount
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	70,591
922605	Modular Furniture (Minor Equipment)	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	130,000
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	
945205	Purchase of Court Vehicle	
945206	Modular Furniture (Major Equipment)	
945208	Equipment Systems	185,353
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		385,944

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

PROJECT #1 - Office Construction Project

Description	FY 2022-23	FY 2023-24	Select Fiscal Year	▼ Total					
Contribution	130,000	-	-	-					130,000
Expenditures	-	130,000	-	-					130,000
Cumulative Balance	130,000	-	-	-	-	-	-	-	-

PROJECT #2 - Copier Refresh Project

Description	FY 2022-23	FY 2023-24	Select Fiscal Year	▼Total					
Contribution	70,591	-	-						70,591
Expenditures	-	70,591	-						70,591
Cumulative Balance	70,591	-	•	-	-	-	-	-	-

PROJECT #3 - Courtroom AV Technology Upgrade

Description	FY 2022-23	FY 2023-24	Select Fiscal Year	▼ Total					
Contribution	185,353	-							185,353
Expenditures	-	185,353							185,353
Cumulative Balance	185,353	-	-	-	-	-	-	-	-

TOTAL, ALL PROJECTS

Description	FY 2022-23	FY 2023-24	Select Fiscal Year	▼ Total					
Contribution	385,944	-	-	-	-				385,944
Expenditures	-	385,944	-	-	-				385,944
Cumulative Balance	385,944	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:		ONNCIT OV	
NEW REQUEST (Complete Section	n I, III, and IV only.)		THEOR IN THE PROPERTY OF THE P
AMENDED REQUEST (Complete .	Sections I through IV.)		1926
SECTION I: GENERAL INFORMAT	ION		
SUPERIOR COURT: Santa Clara	PERSON AUTHORIZING REQUEST (President Repeated Fleming)	ing Judge or Coul	rt Executive Officer):
	CONTACT PERSON AND CONTACT INFO: Walter Eissmann; Weissmann@scscourt.c		
DATE OF SUBMISSION: 8/4/2023	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY22/23 THROUGH FY 24/25	REQUESTED A \$350,000	MOUNT:
project/proposal. Use attachments if a We are partnering with Tyler Technol	ogies to implement an automated minute order hoping to have these funds held on behalf of t	process. With co	ompeting IT
SECTION II: AMENDED REQUEST	CHANGES		
A. Identify sections and answers	amended.		
B. Provide a summary of the char	nges to the request.		
SECTION III: TRIAL COURT OPER	ATIONS AND ACCESS TO JUSTICE		
year encumbrance term. Currently having several other IT	projects in process along with limited staff reso ion project. We are wanting to have funds held project.	ources restrains w	hat we can put

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 would allow us to transition the hand written minute orders to be automated saving a significant amount of time for the clerks. Accuracy and accessibility to the information will also increase dramatically.
- C. If a cost efficiency, please provide cost comparison (table template provided). Unknown at this point.
- D. Describe the consequences to the court's operations if the court request is not approved. These funds would not be available to the project in a timely manner and would have to push the project further out in time.
- E. Describe the consequences to the public and access to justice if the court request is not approved. This project doesn't directly affect 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? If the Court's request is not approved minute orders would continue manually with all of their current issues and delays. It is preferrable to have the funds held in the TCTF while we manage the other IT projects and make resources available for this project so the funds are safely reserved.

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 Excel workbook.

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 Excel workbook.

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

See attached Excel workbook.

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

See attached Excel workbook

Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2020-21		FUNDS												
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL						
Beginning Balance	533,449							533,449						
Revenues	97,943,851							97,943,851						
Expenditures	97,916,593							97,916,593						
Operating Transfers In (Out)								-						
Ending Fund Balance	560,707	-	-	-	-	-	-	560,707						

FY 2021-22		FUNDS												
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL						
Beginning Balance	560,707							560,707						
Revenues	106,676,466							106,676,466						
Expenditures	101,044,535							101,044,535						
Operating Transfers In (Out)								-						
Ending Fund Balance	6,192,638	-	-	-	-	-	-	6,192,638						

FY 2022-23		FUNDS											
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL					
Beginning Balance	6,192,638							6,192,638					
Revenues	118,844,455							118,844,455					
Expenditures	113,490,802							113,490,802					
Operating Transfers In (Out)	-							-					
Ending Fund Balance	11,546,291	-	-	-	-	-	-	11,546,291					

Application for TCTF Funds Held on Behalf of the Court

Sec. IV.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 2023-24 ▼ FUNDS	Select Fiscal Year ▼	FUNDS		Select Fiscal Year ▼ FUNDS	S	Select Fiscal Year	▼	FUNDS		Select Fiscal Year ▼	FUNDS	Select Fiscal	al Year ▼ FUNDS	Select Fiscal Year	₩	IDS	Select Fiscal Year	▼	FUNDS	
Description	General Special Revenue Special Revenue Capital Projects Debt Service Proprietary	Fiduciary TOTAL General Special Revenue Special Revenue Capital Non-Grant Grant	tal Projects Debt Service Proprietary Fiducian	ary TOTAL	General Special Revenue Special Revenue Capital Project	cts Debt Service Proprietary Fiduciary TOTAL	General Special R Non-G	Revenue Special Reve	enue Capital Projects Debt Serv	vice Proprietary Fiduciary TOTAL	General Special Revenue Special Non-Grant	Revenue rant Capital Projects Debt Service Proprietar	Fiduciary TOTAL Gen	neral Special Revenue Special Revenue Capital Projects Debt Service Proprietary Fiduci	ary TOTAL General	Special Revenue Special Revenue Capital Pro	jects Debt Service Proprietary Fiduciary TOTAL	General	Special Revenue S Non-Grant	Special Revenue Grant Capital Projects Debt Service	Proprietary Fiduciary TOT
REVENUES																					
State Financing Sources	107,251,397	107,251,397			-		-			-			-		-			-			1
Grants	6,822,304	6,822,304			-		-			-					-			-			1
Other Financing Sources	4,067,000	4,067,000			-		-			-					-			-			1
TOTAL REVENUES	118,140,701	- 118,140,701		- -			- -	-											-		1
EXPENDITURES																					
Salaries	95,743,776	95,743,776			-		-			-			-		-			-			1
Staff Benefits		-			-		-			-					-			-			1
General Expense	8,225,000	8,225,000			-		-			-					-			-			1
Printing	100,000	100,000			-		-			-					-			-			1
Telecommunications	981,000	981,000			-		-			-					-			-			1
Postage	250,000	250,000			-		-			-			-		-			-			1
Insurance	67,000	67,000			-		-			-			-		-			-			1
Travel in State	75,000	75,000			-		-			-			-		-			-			1
Travel Out of State	10,000	10,000			-		-			-			-		-			-			1
Training	100,000	100,000			-		-			-			-		-			-			1
Security	605,000	605,000			-		-			-			-		-			-			1
Facilities Operations	460,550	460,550			-		-			-			-		-			-			1
Utilities	200,000	200,000			-		-			-			-		-			-			1
Contracted Services	5,212,000	5,212,000			-		-			-			-		-			-			1
Consulting and Professional							1														1
Consulting and Professional Services - County Provided	795,000	795,000			-		-			-			-		-			-			1
Information Technology (IT)	4,318,950	4,318,950			-		-			-			-		-			-			4
Major Equipment	100,000	100,000			-		-			-			-		-			-			4
Other Items of Expense	-	-			-		-			-			-		-			-			4
Juror Costs	613,000	613,000			-		-			-			-		-		<u> </u>	-			
Other		- -			-		-			-			-		-			-			
Debt Service		- -			-		-			-			-		-			-			
Court Construction Distributed Administration &		- -			-		-			-			-		-			-			
Distributed Administration &																					
Allocation		- -			-		-			-			-		-			-			
Prior Year Expense Adjustment		- -			-		-			-			-		-			-			1
Allocation Prior Year Expense Adjustment TOTAL EXPENDITURES	117,856,276	- 117,856,276	- - -	-	- - - -			-	- -					- - - - -			- - -	- -	-		
Operating Transfers In (Out) Fund Balance (Deficit) Beginning Balance (Deficit) Ending Balance (Deficit)		-			-		-			-			-		-			-			
und Balance (Deficit)							 						 								
Beginning Balance (Deficit)		- 284,425		- 284.4	425 284,425 - - - 425 284,425 - - -	284 284	1.425 284.425	-	- -	284.42	25 284,425 - 25 284,425 -		- 284,425 - 284,425	284.425	- 284,425 284,4 - 284,425 284,4	25	284,4 284.4	425 284.425	_		2
Ending Balance (Deficit)	284 425	- 284,425		- 284 4	425 284 425	284	1425 284 425	_	_ _	284 42	25 284 425 -		- 284 425	284 425	- 284 425 284 4	25		425 284 425			25

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

	Expenses Category	Amount
GL Account	Description	Amount
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	350,000
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	
Total		350,000

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

Description	FY 2023-24		Select Fiscal Year	Select Fiscal Year		Select Fiscal Year	•	Select Fiscal Year	▼	Select Fiscal Year	•	Select Fiscal Year	•	Select Fiscal Year	•	Total
Contribution	350,0	000														350,000
Expenditures	350,0	000														350,000
Cumulative Balance	-		-		-		-		-		-		-		-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request NEW REQUEST (Complete Section			COUNCIL OF CALLER
☐ AMENDED REQUEST (Complete	e Sections I through IV.)		1926
SECTION I: GENERAL INFORMA	TION	×	
SUPERIOR COURT: Sutter	PERSON AUTHORIZING REQUEST (Presid Stephanie M. Hansel, Court Executive Office)		rt Executive Officer):
	CONTACT PERSON AND CONTACT INFO: Joe Azevedo, CFO; (530) 822-3340		
DATE OF SUBMISSION: 8/2/2023	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY 22-23 THROUGH FY 24-25	REQUESTED A \$714,178.00	MOUNT:
The Court respectfully requests stechnological enhancements and facilities improvements, and repl The amount requested to be held change.	6714,178.00 be held for the increased costs of I facilities modifications, infrastructure enhan acing our aging court vehicle. I is an estimate. An amended request will be s	previously plan cements, new te	ned echnology and
SECTION II: AMENDED REQUES	T CHANGES		
A. Identify sections and answer	s amended.		
B. Provide a summary of the ch			
I SECTION III: TRIAL COLURT OPE	RATIONS AND ACCESS TO JUSTICE		

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

Substantial cost increases in technology hardware and software prevented the Court from completing technological enhancement projects with previously approved Funds Held monies, including area buildouts for additional office space and court resiliency and disaster recovery. In addition, the Court has identified new technology that will further enhance accessibility for non-English speakers as well as enhance technology throughout the courthouse with the aim of lowering recurring costs such as printing, and maintenance costs. Further, our 16-year-old court vehicle needs substantial repairs and is not fuel efficient. In the long run, replacing the vehicle would save the Court money in repairs and fuel. A newer vehicle would also provide better safety features for staff.

The identified savings would pay for the above expenses that the Court would not be able to otherwise pay for within our operational budget.

Page 1 of 3

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?

Being able to effectively and efficiently meet the needs of today's technology with our expanding court operations are a must for our Court. The Court needs additional office space and facilities modifications to continue improving our outward, inward, and public facing services. The modernization efforts of the technology along with the infrastructure enhancements will allow Court operations and functions to be carried out more efficiently with modern technology, saving time and allowing for additional services to be added in the future.

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.

The Court would have to absorb a reduction in funding of this amount above the 3% fund balance cap, negatively impacting the funding of essential Court operations.

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

The Court would not be able to provide services efficiently nor have the capability to potentially provide additional services to the public, which would delay the public's 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?

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

N/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

N/A

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.

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					
Beginning Balance								-					
Revenues								-					
Expenditures								-					
Operating Transfers In (Out)								-					
Ending Fund Balance	-	-	-	-	-	-	-	-					

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

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

Application for TCTF Funds Held on Behalf of the Court

Sec. IV.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

Select Fiscal Year ▼ FUNDS		Select Fiscal Year	▼ FUNDS	S		Select Fiscal Year	FUNDS	5	9	Select Fiscal Year	-	FUNDS		Select F	Fiscal Year	FUNDS			Select Fiscal Year	▼	FUNDS		Sele	ect Fiscal Year	-	FUNDS			Select Fiscal Year	-	FUNDS	
Special Revenue Special Revenue		Special Rev	venue Special Revenue			Special Re	venue Special Revenue			Special Re	/enue Special Revenu	ie			Special Revenu	e Special Revenue				Special Revenue Special R	Revenue			Speci	al Revenue Special Revenu	ue _			Jenet Fiscal Feat	Special Revenue	Special Revenue	
General Special Revenue Special Revenue Capital Projects Debt Service Projects Debt Serv	prietary Fiduciary TOTAL	L General Non-Gra	ant Grant Capital Projec	cts Debt Service Proprietary Fiduciary	TOTAL	General Non-Gr	ant Grant Capital Project	ts Debt Service Proprietary F	Fiduciary TOTAL	General Non-Gr	ant Grant	Capital Projects Debt Serv	vice Proprietary Fiducia	ary TOTAL G	General Non-Grant	Grant Capital Projects Debt Se	ervice Proprietary	Fiduciary TOTAL	General	Non-Grant Gra	ant Capital Projects Deb	bt Service Proprietary Fiduciar	ry TOTAL	General No	n-Grant Grant	Capital Projects D	Debt Service Proprieta	ry Fiduciary TOTA	L General	Non-Grant	Grant Capital Projects Debt S	ervice Proprietary Fiduciary TOTAL
REVENUES																																
State Financing Sources		-			-				-					-				-					-						-			
Grants		-			-				-									-					-						-			
Other Financing Sources		-			-				-									-					-						-			
TOTAL REVENUES					-	-				-									-	-				-		-	-	-		-		
EXPENDITURES																																
Salaries		_			_			1 1	<u> </u>									_					_						-			
Staff Benefits		-			_			1 1	- 1					- 1				-					-						-			
General Expense		-			_				- 1					-				-					-						-			
Printing		-			-			1 1	-					-				-	 							 			-	 		
Telecommunications		-			_				- 1					-				-					-						-			
Postage		-			-				- 1					-				-					-						-			
Insurance		-			-				- 1					-				-					-						-			
Travel in State		-			-				-					-				-					-						-			
Travel Out of State		-			-				- 1					-				-					-						-			
Training		-			-				- 1					-				-					-						-			
Security		-			-				-					-				-					-						-			
Facilities Operations		-			-				- 1					-				-					-						-			
Utilities		-			-				- 1					-				-					-						-			
Contracted Services		-			-				-					-				-					-						-			
Consulting and Professional																																
Services - County Provided		-			-				- 1					-				-					-						-			
Information Technology (IT)		-			-				- 1					-				-					-						-			
Major Equipment		-			-				-					-				-					-						-			
Other Items of Expense		-			-				-					-				-					-						-			
Juror Costs		-			-				-									-					-						-			
Other		-			-				-									-					-						-			
Debt Service		-			-				-					-				-					-						-			
Court Construction		-			-				-				1 1	-									-						-			
Debt Service Court Construction Distributed Administration &																																
Allocation		-			-				-					-				-					-						-			
Prior Year Expense Adjustment		-			-				-					-				-					-						-			
TOTAL EXPENDITURES					-	-				-		-							-	-				-		-	- 1	-		-	- -	
Allocation Prior Year Expense Adjustment TOTAL EXPENDITURES Operating Transfers In (Out) Fund Balance (Deficit) Beginning Balance (Deficit) Ending Balance (Deficit)		-			-				-					-				-	 				-						-			
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Ending Balance (Deticit)	- -	- -	- -		-	<u> </u>	- - -	- -	- -	-	- -	-	- 1 - 1	- -	- -		- -	- -	- 1	-	- -	- -	- -	-	- -	-	-	-	- -	-		

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

	Expenses Category							
GL Account	Description	Amount						
900000	Salaries							
910000	Staff Benefits							
920001	General Expense	50,000						
924000	Printing							
925000	Telecommunications							
926000	Postage							
928000	Insurance							
929000	Travel in State							
931000	Travel Out of State							
933000	Training							
934000	Security							
935000	Facilities Operations	75,000						
936000	Utilities							
938000	Contracted Services							
940000	Consulting and Professional Services - County Provided							
943000	Information Technology (IT)	500,000						
945000	Major Equipment	89,178						
950000	Other Items of Expense							
972000	Other							
973000	Debt Service							
983000	Court Construction							
990000	Distributed Administration & Allocation							
Total		714,178						

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

Description	FY 2022-23	•	FY 2023-24	V	FY 2024-25	Select Fiscal Year		Select Fiscal Year	3	Select Fiscal Year	▼	Select Fiscal Year	▼	Select Fiscal Year		Total
Contribution	714	1,178														714,178
Expenditures			357,0	089	357,089											714,178
Cumulative Balance	714	,178	357,0	089	-		-	-			-		-		-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:		OUNCIL OF										
NEW REQUEST (Complete Section	n I, III, and IV only.)		NAOJICIA I									
AMENDED REQUEST (Complete	Sections I through IV.)		1926									
SECTION I: GENERAL INFORMAT	ION	<u> </u>										
SUPERIOR COURT: San Joaquin	PERSON AUTHORIZING REQUEST (Presid Stephanie Bohrer, Court Executive Officer	ing Judge or Court	t Executive Officer):									
CONTACT PERSON AND CONTACT INFO: Linda Courtright CFO, 209 992-5217, Icourtright@sjcourts.org												
DATE OF SUBMISSION: 8/3/2023 TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: AUGUST 2023 TO JUNE 2024 REQUESTED AMOUNT: \$388,867												
REASON FOR REQUEST (Please b project/proposal. Use attachments if	riefly summarize the purpose for this request, in additional space is needed.):	ncluding a brief des	scription of the									
	avings to pay for the purchase of a back-up gerouse's County-Wide Data Center. This generat g a power outage.											
SECTION II: AMENDED REQUEST	CHANGES											
SECTION II. AMENDED REQUEST	CHANGES											
A. Identify sections and answers	amended.											
B. Provide a summary of the char	nges to the request.											
SECTION III: TRIAL COURT OPER	ATIONS 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.												
	within the three-year encumbrance term, however to complete it within the 22/23 Fiscal Year.	ver, the Court was	not able to									

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 back-up generator will enable the Court to provide consistent, convenient and secure digital access to Court case information while ensuring the Court data is secure from loss in the event of a power outage.

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 our request is not approved, the Court's ability to process cases during a power outage will be reduced which will lead to increased backlogs.

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

Without a back-up generator, during a power outage our customers may lose digital access to Court data which decreases their 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?

The 3% fund balance constraint prevents our Court from accumulating the savings necessary to pay for the facility modifications and purchase of the back-up generator. The only other alternative is if the Judicial Council pays for the project.

SECTION IV: FINANCIAL INFORMATION

Ple	ase provide the following (table template provided for each):
A.	Three-year history of year-end fund balances, revenues, and expenditures
	See Attached
В.	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

Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2021-22				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,755,226	1,774,084	-					3,529,310
Revenues	46,250,528	1,991,877	3,177,761					51,420,166
Expenditures	45,955,311	1,843,923	3,179,090					50,978,324
Operating Transfers In (Out)	(1,329)	-	1,329					-
Ending Fund Balance	2,049,114	1,922,038	•	-	-	-	-	3,971,152

FY 2020-21				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,976,878	2,060,943	-					4,037,821
Revenues	41,854,775	2,000,365	2,878,696					46,733,836
Expenditures	42,036,977	2,287,164	2,918,206					47,242,347
Operating Transfers In (Out)	(39,450)	(60)	39,510					0
Ending Fund Balance	1,755,226	1,774,084	(0)	-	-	-	-	3,529,310

FY 2019-20				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	602,482	1,922,727	-					2,525,209
Revenues	44,323,651	2,054,095	2,718,859					49,096,605
Expenditures	42,933,200	1,915,939	2,734,854					47,583,993
Operating Transfers In (Out)	(16,055)	60	15,995					-
Ending Fund Balance	1,976,878	2,060,943	-	-	-	-	-	4,037,821

Application for TCTF Funds Held on Behalf of the Court

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 2022-23	▼	FUNDS		FY 2023-24	▼	FUND)S		FY 202	24-25	▼	FUNDS			FY 20	4-25	,	FUNDS			Select Fiscal Year	▼	FUNDS			Select Fiscal Year	r ▼		FUNDS		Se	lect Fiscal Year	▼	FUN	4DS		Select Fisr	,cal Year ▼		FUNDS	
General	Special Revenue Special Reve	Capital Projects Debt Service Proprietary	Fiduciary TOTA	AL General	Special Revenue S Non-Grant	pecial Revenue Grant	ects Debt Service Propri	etary Fiduciary	TOTAL	General Special I	Revenue Special -Grant Gr	Revenue Capital Projects	Debt Service Proprieta	ry Fiduciary	TOTAL	General Special Reve	enue Special Revenue nt Grant	Capital Projects Deb	t Service Proprietary Fig	luciary TOTAL	General Special	Revenue Special Reve Grant Grant	enue Capital Projects D	Debt Service Proprietary	Fiduciary TOT	TAL General	Special Revenue Non-Grant	Special Revenue Capital	l Projects Debt Service	Proprietary Fiducian	y TOTAL	General	ecial Revenue Special Non-Grant Gr	Revenue Capital Pro	jects Debt Service Pro	oprietary Fiduciary	TOTAL Ge	eneral Special Revenue Non-Grant	enue Special Revenue Capit	Ital Projects Debt Service Proprietary	y Fiduciary
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8	2 772	2 601	2.7	772 601					_						_					_						_					_										+
ing Sources 632 711	1 769 361	-	2,	402 072			- 		<u> </u>			<u> </u>								<u> </u>	+			-		_				 	<u> </u>					- + +			 		+
TOTAL REVENUES 55,463,020	2 123 828 2 772	2 601	- 603	359 1/19	_	_	- 		_	_	_		_		_			 			 	_	_		_			_		 	_	_	_	_							
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302,464	68,026		3	370,490					-						-					-						-					-						-				
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Adjustment (11,632)	1.548 11	1.055		971					-						-					-						-					-						-				
e Adjustment (11,632) EXPENDITURES 49,183,541	1,767,796 2,814	4.024	- 53.7	765,361 -	-		-		-		-				-	- 1		-			-				-	-	_ _	-				-	-	-				- ,			
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e (Deficit) 2,049,114 Deficit) 8,287,169	1 922 029	 	2 (971,152 8,287,169 565,239 8,287,169	2 270 070	_		_	10 565 220	9 297 160	2 278 070	_	_	_	10 565 220	8,287,169 2,278 8,287,169 2,278	2 070	+ +	_	10 565 3	9 8,287,169 9 8,287,169	278 070	_		_ 10	1 565 220 0 207	7 160 2 270 070		_		10 565 220	9 297 160	2,278,070 2,278,070	_			10 565 229	8,287,169 2,278,070 8,287,169 2,278,070	070		
ice (Delicit) 2,049,114	1,322,030		3,3	3/1,132 0,20/,109	2,278,070	-	-	- -	10,303,233	0,201,103	2,210,010	- -		· · ·	10,303,233	0,201,103 2,278	5,070			- 10,365,2	0,207,103	,210,010	-	- -	- 10,	0,287,	2,270,070	<u> </u>			10,505,239	0,207,103	2,210,010				10,303,233	3,201,103 2,218,07	-		

Sec. IV.B

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

	Expenses Category	Amount
GL Account	Description	Amount
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	388,867
990000	Distributed Administration & Allocation	
Total		388,867

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

Description	FY 2020-21	•	FY 2021-22	FY 2022-23	•	FY 2023-24	FY 2024-25	Select Fiscal Year	Select Fiscal Year	Select Fiscal Year	Total
Contribution		-			388,867						388,867
Expenditures						50,000	338,867				388,867
Cumulative Balance		-	-		388,867	338,867	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:											
NEW REQUEST (Complete Section	n I, III, and IV only.)		NOTE OF THE OR O								
AMENDED REQUEST (Complete	Sections I through IV.)		1926								
SECTION I: GENERAL INFORMAT	ION										
SUPERIOR COURT: Sierra	PERSON AUTHORIZING REQUEST (Preside Court Executive Officer	ing Judge or Cou	rt Executive Officer):								
CONTACT PERSON AND CONTACT INFO: Ann Mendez, amendez@sierracourt.org, 530-289-2902											
DATE OF SUBMISSION: 8/18/2023	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY22-23 THROUGH FY23-24	REQUESTED A \$17,019	MOUNT:								
project/proposal. Use attachments if Sierra Superior Court is underway in Judges chambers, and court offices. the courtroom and Judges chambers project, the Court would like to replace retired Sierra Court Judge in the late clerk's station and Judges bench, wh part of this current project. Because courts annual budget. The Court resp complete this current project. SECTION II: AMENDED REQUEST	the process of completing needed alterations a Jury seating and gallery pews have been refurb. The courtroom, chambers, and court offices have the existing furniture in the courtroom. This fugor's. In addition, due to financial constraints the ich is showing a lot of cracking in the surface to of the required finances to complete this project pectfully requests funds over the 3% fund balance.	nd improvements bished. New carpe ave been repainte irniture was origing Court was unab p and chipping, we the project cannot in the project cannot canno	to its courtroom, et has been installed in ed. As part of the nally donated by a le to resurface the which was originally ot be funded by the								
A. Identify sections and answers B. Provide a summary of the char											
SECTION III: TRIAL COURT OPER	ATIONS AND ACCESS TO JUSTICE										
A. Explain why the request does year encumbrance term.	not fit within the court's annual operational I	oudget process a	and the three-								
	ne expense relative to the size of the Court's and plete this project into our regular operational but project.										

Page **1** of **3** Rev. Apr. 2016

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 current furniture in the well area is too large for the room making it difficult for someone in a wheelchair to access the well and or witness area. Smaller furniture in the well area would allow easier ADA access. In addition, because the furniture is too large in the well space when the judge enters and exits the courtroom, they are forced to pass the defendant within a very small and confined area causing a safety issue for the judge.

The clerk's station has its own challenges with not enough desk top space for the clerk to work and the wood surface desktop has been damaged by moisture which caused portions of the top of the desk to buckle. This makes for an uneven desktop for the clerks to work on and/or does not allow the space to be used for the clerk to have a computer, printer, and/or scanner. Replacing the desktop and increasing the desktop workspace for the clerk to use during court will enhance the efficiency and 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.

The clerks are limited to the useable space at the clerk's station with constraints on where office equipment used during court proceedings can be placed. The judge's safety will continue to be an issue due to the confined space the oversized furniture creates in the well area.

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

The current furniture in the well area makes it difficult for someone in a wheelchair to access counsel tables and the witness stand. Counsel, parties, and witnesses who are in a wheelchair and/or have ADA access issues will continue to struggle regarding access within the courtroom.

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 also considered having the clerks station desktop replaced with a laminate surface that is not susceptible to moisture and would stay dry and flat, however this does not address the current space limitations.

The Court will continue to reach out to those courts who are building new courthouses and inquire about gently used furniture as it is being replaced with new furniture.

Holding funding in the TCTF is the preferred alternative because it would provide Sierra with the additional money to complete the current project. The items needed to complete the current project cannot be funded by the court's annual budget and will require multiyear savings to implement.

SECTION IV: FINANCIAL INFORMATION

Page **2** of **3** Rev. Apr. 2016

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

See attachment Sec. IV.D

N/A

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

Page **3** of **3** Rev. Apr. 2016

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

Description	FY 2022-23	FY 2023-24	Select Fiscal Year	Total					
Contribution	17,019								17,019
Expenditures									-
Cumulative Balance	17,019	17,019	17,019	17,019	17,019	17,019	17,019	17,019	17,019

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

Description	FY 2022-23	FY 2023-24	Select Fiscal Year	Total					
Contribution	17,019								17,019
Expenditures									-
Cumulative Balance	17,019	17,019	17,019	17,019	17,019	17,019	17,019	17,019	17,019

Summary of Requests for Trial Court Trust Fund, Funds Held on Behalf of the Courts

Amended Requests

For consideration at the November 17, 2023 Judicial Council meeting.

Court	Does Request Change \$\$\$	If Yes / \$\$\$ Change -/+	Total Amount Request	Category	High Level Summary
Colusa	No		283,796	Facility	Construction
Imperial	No		99,910	Facility	Construction
Lake	Yes	(8,271)	9,229	Technology	CMS
Lake	Yes	(30,000)	(30,000)	Technology	CMS
Mariposa	Yes	355,589	405,589	Facility	Construction
Mono	No		167,532	Technology	Audio/Visual Upgrades
Monterey	No		25,000	Facility	Construction
San Benito	No		643,853	Technology/Legal	CMS/Various
Ventura	Yes	919,664	1,919,664	Technology	CMS
Monterey	Yes	(11,611)	38,389	Operations	Fleet
Monterey	Yes	171,263	329,446	Facility	Infastructure
Monterey	Yes	127,641	297,095	Facility	Updates
Monterey	Yes	265,505	515,505	Facility	Updates
San Joaquin	Yes	80,213	4,543,424	Facility	Construction

\$ 9,278,432

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of required NEW REQUEST (Complete S	OUNCIL OF CALLED						
AMENDED REQUEST (Com	plete Sections I through IV.)		1926				
SECTION I: GENERAL INFOR	MATION	•					
SUPERIOR COURT: Colusa	PERSON AUTHORIZING REQUEST (Presiding Judge or Court Executive Officer): Court Executive Officer						
	CONTACT PERSON AND CONTACT INFO: Erika F. Valencia, erika.valencia@colusa.co		58-0695				
DATE OF SUBMISSION: 8/4/2023	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: TO FY 25/26	REQUESTED AM \$283,796.00	MOUNT:				
	ase briefly summarize the purpose for this request, ints if additional space is needed.):	ncluding a brief des	scription of the				
include replacing the existing ag financial undertaking that will inc	g to complete needed alterations and improvements led and worn carpet, gallery seating, jury seating, ar- clude the labor for removing the existing seating, floor lew seating, flooring, and furniture solutions. Colusa h	d various furniture. oring, and furniture,	This is a and the				

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

Section I: Time Period Covered by the Request, Reason for Request

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

competitive quotes and handle the project management in-house.

The current request expires 06/30/2023. The changes in this amended request account for the need for additional time to obtain quotes and expend the funds necessary to complete the project.

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.

Council Facilities Project Manager, who obtains bids on the court's behalf. However, it took an extended amount of time to obtain the quote, which was three times the court's budget. Therefore, granting an extended time frame to expend the funds would allow Colusa to contact various contractors and furniture companies to obtain more

The primary factor is the size of the expense relative to the size of the court's yearly budget and reserves. Colusa's yearly reserves will not be sufficient to cover the cost of such a large project. Colusa is planning ahead to allow for a longer encumbrance term than that which is allowed by the 3-year encumbrance term.

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 current seating, flooring, and furniture in the courtroom has been exposed to heavy user for over 25 years. The current tweed-like seating upholstery is worn, dirty, and difficult to clean, several of the seats are broken, and may of the jury seats have worn springs, which cause the seat to recline too far backward. The flooring and much of the furniture is worn and needs replacement. Replacing the seating, flooring, and furniture, would allow for the public, justice partners, and judicial staff to utilize the courtroom safely. Clean, secure, comfortable seating, would also be an enhancement to the juror experience for the public. Finally, the court plans to use easy-to-clean surfaces such as vinyl upholstery that can be easily wiped down with a bleach clean, which is imperative for public health and safety.

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.

N/A

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

As the current seating cannot be adequately cleaned, the public will continue to use the worn and dirty seating in the gallery and jury box. The public will need to continue to take caution when choosing a seat and sitting, as several of the seats have broken or worn hinges, springs, and casings. The public would continue to use the worn and aged furniture.

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

An alternative to replacing seating may include outsourcing the mechanical and upholstery repair to a specialist technician. However, the court is unaware of any local companies that would handle such a project. This would also not solve the issue of cleanliness. As previously stated, the aged tweed-like upholstery is stained and difficult to clean. Holding funding in the TFTC is the preferred alternative because it would allow Colusa the ability to obtain new, clean, durable seating and furniture, which is necessary for a high-use courtroom.

SECTION IV: FINANCIAL INFORMATION

Ple	ase provide the following (table template provided for each):
A.	Three-year history of year-end fund balances, revenues, and expenditures
	Please see attached.
В.	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
	Diagon and attached
	Please see attached.
C.	Identification of all costs, by category and amount, needed to fully implement the project
	Diagon and attached
	Please see attached.
D.	A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by
	fiscal year
	Please see attached.

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				
Beginning Balance	533,473	211,031	-	53,152	-	-	-	797,657				
Revenues	2,139,931	17,855	62,645	1,166				2,221,598				
Expenditures	1,971,033		62,645					2,033,678				
Operating Transfers In (Out)								-				
Ending Fund Balance	702,372	228,887	•	54,318	-	-	-	985,576				

FY 2020-21		FUNDS											
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL					
Beginning Balance	702,372	228,887	-	54,318				985,576					
Revenues	2,740,380	16,465	73,286	299				2,830,430					
Expenditures	2,466,250		74,438					2,540,688					
Operating Transfers In (Out)	(1,152)		1,152					-					
Ending Fund Balance	975,349	245,351	0	54,617	-	-	-	1,275,318					

FY 2019-20	_		FUNDS										
Description		General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL				
Beginning Balance		975,349	245,351	-	53,152				1,273,852				
Revenues		3,591,816	32,747	62,365	1,166				3,688,094				
Expenditures		3,171,347	23,710	66,712					3,261,770				
Operating Transfers In (Out)		(10,588)	6,241	4,347					-				
Ending Fund Balance		1,385,230	260,628	-	54,318	-	-	-	1,700,176				

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

	Expenses Category	Amount
GL Account	Description	Amount
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	283,796
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	
Total		283,796

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

Description	FY 2020-21		FY 2021-22		FY 2022-23	•	FY 2023-24	•	FY 2024-25	•	FY 2024-25	▼	Select Fiscal Year	•	Select Fiscal Year	•	Total
Contribution	283	,796				-											283,796
Expenditures							:	125,000		79,398	79,3	398					283,796
Cumulative Balance	283	,796	283	3,796	283	,796	:	158,796		79,398		-		-		-	567,592

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request: NEW REQUEST (Complete Section	COUNCIL OF CALL									
AMENDED REQUEST (Complete	Sections I through IV.)	1926								
SECTION I: GENERAL INFORMAT	TION	•								
SUPERIOR COURT: PERSON AUTHORIZING REQUEST (Presiding Judge or Court Executive Officer Maria Rhinehart, Court Executive Officer										
	CONTACT PERSON AND CONTACT INFO: Rodolfo Quintero, rquintero@imperial.courts.ca.gov, 760-336-3									
DATE OF SUBMISSION: 8/2/2012										
project/proposal. Use attachments if The Court did not have the opportuni	priefly summarize the purpose for this request, in additional space is needed.): ty to complete all the projects assigned to FY 2									
delayed and is projected to be compl	use Move - \$ 30,000 tion of the new Criminal Courthouse. The consideted sometime after October 2023. Once the known schedule the move of equipment and staff.	eys to the building have been turned								
Approved Project- Winterhaven Shace	• •									
	he Winterhaven exterior improvement project he timated time to start the improvement project w regulation.									
Approved Project – Air Management equipment was received in July 2023	Equipment \$16,660 – Expenditures were Encu 3.	mbered before June 30, 2023 and								
Approved Project- Signs and Light Fi and Items were received in July 2023	ixture Replacement \$5,247.45 – Expenditures v 3.	vere Encumbered before June 30, 2023,								
We will complete these projects in	FY 23/24									
Thank you for your understanding										

Page **1** of **3** Rev. Apr. 2016

A.	Identify sections and answers amended.
	Section I, "Time Period Covered by the request".
В.	Provide a summary of the changes to the request.
	We are requesting an extension to use the Funds Held approved from FY 22/23 to FY23/24.
SE	CTION 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.
	APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)
SE	CTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE
	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?
SE	CTION IV: FINANCIAL INFORMATION

SECTION II: AMENDED REQUEST CHANGES

Page **2** of **3** Rev. Apr. 2016

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

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

See attached TCTF Funds Held on behalf tables Template – Sec. IV. A Tab.

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 TCTF Funds Held on behalf tables Template – Sec. IV. B Tab.

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

See attached TCTF Funds Held on behalf tables Template - Sec. IV. C Tab.

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

See attached TCTF Funds held on behalf tables Template – Sec. IV. D Amended Request

Page **3** of **3** Rev. Apr. 2016

Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2021-22		FUNDS										
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL				
Beginning Balance	2,342,403	748,599	-					3,091,002				
Revenues	12,100,778	1,882,360	304,962					14,288,100				
Expenditures	11,641,395	2,289,921	323,035					14,254,351				
Operating Transfers In (Out)	(386,152)	368,079	18,073					-				
Ending Fund Balance	2,415,634	709,117	-	-	-	-	-	3,124,751				

FY 2020-21		FUNDS										
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL				
Beginning Balance	2,542,903	729,192	-					3,272,095				
Revenues	10,676,149	1,123,821	252,243					12,052,213				
Expenditures	10,691,696	1,177,677	363,933					12,233,306				
Operating Transfers In (Out)	(184,953)	73,263	111,690					•				
Ending Fund Balance	2,342,403	748,599	-	-	-	-	-	3,091,002				

FY 2019-20		FUNDS								
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL		
Beginning Balance	1,699,911	666,212	-					2,366,123		
Revenues	11,449,114	1,078,890	312,422					12,840,426		
Expenditures	10,500,033	1,070,017	364,404					11,934,454		
Operating Transfers In (Out)	(106,089)	54,107	51,982					-		
Ending Fund Balance	2,542,903	729,192	-	-	-	-	-	3,272,095		

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 2022-23	▼		FUNDS					FY 2023-24	_		FUNDS				
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES				•												
State Financing Sources	12,058,039	710,817						12,768,856	12,058,039	710,817						12,768,856
Grants			357,050					357,050			357,050					357,050
Other Financing Sources	354,835	1,243,918						1,598,753	354,835	1,243,918						1,598,753
TOTAL REVENUES	12,412,874	1,954,735	357,050	-	-	-	-	14,724,659	12,412,874	1,954,735	357,050	-	-	-	-	14,724,659
EXPENDITURES																
Salaries	5,531,849	508,583	232,045					6,272,477	5,531,849	508,583	232,045					6,272,477
Staff Benefits	2,556,207	209,762	66,742					2,832,711	2,556,207	209,762	66,742					2,832,711
General Expense	1,474,806	54,915						1,529,721	1,474,806	54,915						1,529,721
Printing	6,931	732						7,663	6,931	732						7,663
Telecommunications	48,087	2,164						50,251	48,087	2,164						50,251
Postage	112,759	6,400						119,159	112,759	6,400						119,159
Insurance	18,655	761						19,416	18,655	761						19,416
Travel in State	23,652							23,652	23,652							23,652
Travel Out of State	2,226							2,226	2,226							2,226
Training	6,214	298						6,512	6,214	298						6,512
Security	554,896	1,380	12,155					568,431	554,896	1,380	12,155					568,431
Facilities Operations	456,597	148,654						605,251	456,597	148,654						605,251
Utilities								-								-
Contracted Services	1,399,811	878,590	26,336					2,304,737	1,399,811	878,590	26,336					2,304,737
Consulting and Professional																
Services - County Provided	8,035							8,035	8,035							8,035
Information Technology (IT)	525,077	28,147						553,224	525,077	28,147						553,224
Major Equipment	47,654	23,250						70,904	47,654	23,250						70,904
Other Items of Expense	14,117	1,153						15,270	14,117	1,153						15,270
Juror Costs	37,186							37,186	37,186							37,186
Other								-								-
Debt Service								-								-
Court Construction								-								-
Distributed Administration &																
Allocation	(145,528)	85,762	59,766					-	(145,528)	85,762	59,766					-
Prior Year Expense Adjustment	156							156	156							156
TOTAL EXPENDITURES	12,679,387	1,950,551	397,044	-	-	-	-	15,026,982	12,679,387	1,950,551	397,044	-	-	-	-	15,026,982
Operating Transfers In (Out)								-								-
Fund Balance (Deficit)																
Beginning Balance (Deficit)	2,415,634	709,117	-					3,124,751	2,149,121	713,301	(39,994)	-	-	-	-	2,822,428
Ending Balance (Deficit)	2,149,121	713,301		-	-	-	-	2,822,428	1,882,608				-	-	-	2,520,105

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

	Expenses Category	Amount
GL Account	Description	Amount
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	99,910
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	
Total		99,910

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 2019-20		FY 2020-21	FY 2022-23		FY 2023-24	Select Fiscal Year	Select Fiscal Year	•	Select Fiscal Year	▼	Select Fiscal Year	▼	Total
Contribution	94,60	63	5,247											99,910
Expenditures				99,910	0									99,910
Cumulative Balance	94,60	63	99,910	-		-	-		-		-		-	-

Amended request

Description	FY 2019-20 •	FY 2020-21	FY 2022-23	FY 2023-24	Select Fiscal Year	Select Fiscal Year	Select Fiscal Year	Select Fiscal Year	Total
Contribution	94,663	5,247							99,910
Expenditures		-	-	99,910					99,910
Cumulative Balance	94,663	99,910	99,910	-	-	-	-	-	-

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.)

X AMENDED REQUEST (Complete Sections I through IV.)



SUPERIOR COURT: Lake	PERSON AUTHORIZING REQUEST (President Krista LeVier	ding Judge or Court Executive Officer):
	Michaela.noland@lake.courts.ca.gov 707-263-2374, x2263	: Michaela Noland
DATE OF SUBMISSION: 7/27/2023	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY22-FY23	REQUESTED AMOUNT: Original Request: \$17,500 Amended Request: \$9,229

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 contracted with Journal Technologies on 6/29/21 to configure several necessary changes to the Court's case management system. Three of the configurations have not been finished:

- 1. Fix several work queues that have outstanding tasks.
- 2. Create Pre-trial diversion minutes
- 3. Create workflow for destruction of cannabis cases per HS11361.5

The Court encumbered \$24,500 for these projects at the end of Fiscal Year 2020. The contracted cost for the unfinished projects is \$17,500. The funds will not be expensed by the end of Fiscal Year 2022. The Court does not wish to lose the investment. The Court and Journal Technologies have all put significant resources toward these necessary projects. The configuration changes have an estimated implementation date of 6/30/2024. The Court is requesting that the funds totaling \$17,500 be held on behalf of the Court.

The court is requesting the revised amount of \$9,229 be held.

SECTION II: AMENDED REQUEST CHANGES

- Identify sections and answers amended.
 Requested Amount amended. Sec. IV.D
- B. Provide a summary of the changes to the request.

 The court was able to disencumber FY20-21 funds in the amount of \$8,271 due to the fund balance being under the cap. Therefore the court is requesting that funds totaling \$9,229 be held on behalf of the court.

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 threeyear encumbrance term.

These configuration changes are a one time expense. The Court's case management cofiguration changes have been delayed for a few different reasons beyond the control of the Court.

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- 1. The COVID-19 pandemic was the main cause for the delay, which slowed down the project with staff shortages and availability for vendor development and testing. The pandemic had a domino effect causing reasons #2 and #3.
- 2. The Court went live with our new case management system on 3/2/2020 right before the pandemic hit. Finalization of the Court's new case management system (eCourt) implementation was delayed and the project is still ongoing.
- 3. Coordination between the Court and Journal Technologies for additional configuration changes has been slower than expected. Journal Technologies has a major upgrade that needs to be implemented in eCourt before the upgrade can be implemented and it is expected to take several months to test. For perspective, it took another larger court with many more resources six months to test the upgrade. Lake court has one IT employee that will be doing most of the testing for our court. She is currently working on several projects, one of them being the Justice Partner portal and that project has a completion deadline of 6/30/2023. Two configuration changes cannot be completed, tested and implemented until the upgrade is implemented. After implementation the following configuration projects can be completed.
 - 1. Fix any outstanding issues with work queues.
 - 2. Create Pre-Trial Diversion Minutes.

The third configuration change to create a worflow for destruction/deletion of cannabis cases per HS11361.5 cannot be completed until all courts using the eCourt case management system agree on a consistent workflow for the destruction and/or sealing of eligible cannabis cases required by law. We have been pushing for a resolution so that this project moves forward but it is estimated that this project will not be completed this 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?

The configuration changes will fix current errors in workflow processes, reduce staff time in case processing and enable the court to comply with laws regarding cannabis cases.

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

There will be some payroll savings however it is too early to estimate. Initial savings will be offset by costs for configuration, testing and implementation.

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

If the configuration changes are not completed, the efficiencies explained in section B above will not be realized. In addition, all the Court and JTI have invested substantial time and money in the configuration of the case management system. Several hours of time that has been spent on the work queues to date will be for naught. This was valuable time for the court that could have been spent on operational backlogs such as entering new criminal cases and other projects such as the public and justice agency portals. Due to our contract, the court will need to pay Journal Technologies for work that has been completed to date.

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

Necessary workflows and pre-trial diversion minutes will not be working correctly, which will delay case information being available to the public. If the project is not completed there will be no benefit to the public.

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

No suitable alternatives.

SECTION IV: FINANCIAL INFORMATION

A.	Three-year history of year-end fund balances, revenues, and expenditures
	N/A
В.	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 N/A
C.	Identification of all costs, by category and amount, needed to fully implement the project N/A
D.	A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year
	Please see attached.

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

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

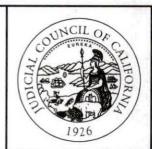
Description	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	Select Fiscal Year	Select Fiscal Year	Select Fiscal Year	Select Fiscal Year	Total
Contribution	9,229								9,229
Expenditures		3,500	3,500	2,229					9,229
Cumulative Balance	9,229	5,729	2,229					-	18,458

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.)

X AMENDED REQUEST (Complete Sections I through IV.)



SUPERIOR COURT: Lake	PERSON AUTHORIZING REQUEST (President Krista LeVier	ding Judge or Court Executive Officer):
	CONTACT PERSON AND CONTACT INFO Michaela.noland@lake.courts.ca.gov 707-263-2374, x2263	: Michaela Noland
DATE OF SUBMISSION: 7/27/2023	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY22-FY23	REQUESTED AMOUNT: Retracting original request. (\$30,000) No amount requested

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 contracted with Journal Technologies on 6/29/21 to develop and implement an interface between the Probation Department and Court's case management systems.

The project cost was contracted at \$30,000. The Court encumbered the funds at the end of Fiscal Year 2020. The funds willnot be expensed by the end of Fiscal Year 2022. The Court does not wish to lose the investment. We were unable toproceed with the interface because the Probation Department was contemplating the purchase of a new case management
system. A decision was made mid fiscal year 2022/23 to stay with their current system, Tyler. The project can now start tomove forward. It is anticipated that the creation of the interface will take more time as the court and the ProbationDepartment have different case management systems that will need to interface with each other. The Probation-Department
interface has an estimated implementation date of 6/30/2024.

The court is retracting request.

SECTION II: AMENDED REQUEST CHANGES

- Identify sections and answers amended.
 Entire request All sections
- B. Provide a summary of the changes to the request.

The court was able to disencumber FY20-21 funds in the amount of \$30,000 due to the fund balance being \$30,000 under the cap. Therefore the court is retracting 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.

This is a one time expense that has unfortunately been delayed. The interface project has been delayed for a few different reasons beyond the control of the Court.

1. The COVID-19 pandemic was the main cause for the delay, which slowed down the project with staff shortages and availability for vendor development and testing. The pandemic had a domino effect causing reasons #2 and #3.

Coordination between the Probation Department and their case management system vendors has been slower than
expected. They Probation Department did not decide on a case management vendor until mid FY22/23. This was
necessary in order to begin the interface project.

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 data interface will reduce staff time in case processing. The interface will also improve data accuracy between the Court and the Probation Department. Currently, a large amount of correspondence is mailed between the Court and the Probation Department. Data will no longer be required to be printed, sent to the Probation Department and then data entered into the Probation Department system, and vice versa.

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

There will be some payroll savings however it is too early to estimate. Initial savings will be offset by costs for configuration, testing and implementation.

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

If the data interface is not completed, the efficiencies explained in section B above will not be realized. The funding will be lost and the advantages to the public will not be realized as explained in section E.

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

The data interface will decrease the amount of time it takes for court information to be shared with the Probation Department. For example, when a judge orders a fine or victim restitution in the courtroom, the information will be sent electronically, directly to the Probation Department. The Probation Department will have the information in their system immediately. This will ensure transfer of correct information in a timely manner. This will decrease the time the Probation Department has to wait for documents from the court and potentially decrease the amount of time it takes for payment of fines and victim restitution. Probation sentencing recommendations will also be transferred to the court in a timely manner to ensure a steady case flow. If the project is not completed there will be no benefit to the public.

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

No suitable alternatives.

SECTION IV: FINANCIAL INFORMATION

A.	Three-year history of year-end fund balances, revenues, and expenditures
	N/A
В.	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 N/A
C.	Identification of all costs, by category and amount, needed to fully implement the project N/A
D.	A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year Please see attached.

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

NACIT OF

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

NEW REQUEST (Complete Section	NAO-TITO-					
△ AMENDED REQUEST (Complete S	1926					
SECTION I: GENERAL INFORMAT	ON					
SUPERIOR COURT: Mariposa	PERSON AUTHORIZING REQUEST (Presiding Judge or Court Executive Office Court Executive Officer					
	CONTACT PERSON AND CONTACT INFO: Desire Leard	:				
DATE OF SUBMISSION: 8/4/2023	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE:	REQUESTED A \$405,589.00	AMOUNT:			

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.):

We would like funds held on behalf of the trial court for a project that will extend past the fiscal year to improve the courts workspace layout for the court offices include the extension of the public counters, adhering to the ADA standards, new flooring and interior painting and wire clean up, while including a more conducive and ergonomically set up to allow more efficiencies within the office.

The public counterspace is not sufficient for public use. It's easy to underestimate the importance of this detail. This is the first stop in the courthouse after a member of the public passed through security, to pick up paperwork, drop off paperwork, seek out directions and obtain answers to general questions in a small area. There is no room for someone to set their paperwork down, sign documents, and there is not a handicap counterspace. People ha leaned on the countertop over the years and it requires continual management of stabilization. There are several factors that need to be addressed usage, durability, sanitation, and the level of visual appeal needed for each countertop. Added to the counter would be a store front glass protection, that would add a layer of protection both for public and staff's security and health. The court would like to extend the counter length and safety incorporating another door that is not used currently and is blocked by a bulky cubical. The court would like staff to face forward and have a more visual attention to the public.

The flooring in the offices at the historic courthouse have endured many years of wear and tear, the carpet is wavy, constantly being fixed as it is a tripping hazard, the discoloration is very noticeable, very outdated, the carpet is past the prime of its life. The carpet originally appears to be a low-grade carpet and very thin and tattered from the multi years of vacuuming and tightening. The project will consist of complete replacement of the tattered carpeting throughout the offices, removal and installation of new base, asbestos testing, and removal and/or reinstallation of fixtures, seating and other furniture. Temporary fixes such as stretching, tacking, and gluing the carpet is no longer a safe and viable option for repair of the carpet. The walls look dingy, discoloration is starting to be very noticeable where the janitorial cleans, you can see when someone brushes up against the wall as it leaves distinctive markings. With the most recent years of multiple wildfires that had packed in smoke in our town, you can sometimes get the distinct smell of smoke mixed with the historic dust.

The staff is limited to the useable space at each workstation. Each station is full of working constraints as there is more office equipment used for day-to-day operations i.e.: computer, printer, scanners, phones. There is not enough work surface desktop for staff to use. Some desks have peeling components on the sides where the traffic flows or where the staff member sits., others give splinters as the wood chips off and is uneven. It is uncomfortable to sit for a long length of time in the setup we have tried to adapt to.

The staff chairs are wearing out and are reaching the lifespan for usage and will no longer have what is left for an ergonomic support. Before the stage of increased funding for repairs due to the aging chairs, the court would like a full replacement of court staff chairs by replacing the task chairs with a quality replacement chair, court personnel will have use of a chair that offers the latest in ergonomic support and it will also lead to a drop in repair related costs.

With the new wiring and power added to the network and infrastructure there was no cleanup of the old wires and pulling them out as it was not included in the scope of work. They are out of view from the public but not the staff and those who are able to be in the designated area. The unused cables are just hanging out of the wall, cut off location, leaving no room for growth or updates as the old wires are still all jammed up in the location of where they were once connected. Someone would also need to crawl under the building to pull additional wiring out.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

Amount requested includes both fiscal years 2021-2022 and 2022-2023 year fund balance overages Reason for request

Section II

Section III

Section IV

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

Adding to this request is updating the court flooring, interior painting, renovating the public counters with an extension to provide a handicap compliant service counter for each office to provide better assistance to customers with disabilities, store front protection on all fronts for both the customer and the court employee while maintaining the current structure of the office walls. The offices have not been painted nor floor replaced in decades. Replacement of decades old desks (furniture), storage cabinets and chairs for operations and administrative office to be more conducive with an ergonomic set up to allow more efficiencies within the offices. The workplace environment directly impacts employee productivity, making sure the right balance is taken into consideration for the public and the staff is key. Furthermore, leaving our facility's carpeting in its current state of disrepair can harm the publics' trust and confidence in our institutions as this facility gives the appearance that our court is not a good steward of public resources and places little value on our purpose and the public we serve.

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.

We are in a rural community; many vendors are located hours away. We will need to either go out for a RFP or locate a piggyback opportunity. This process is not overnight and may take serval months. While we are small, we still need to maintain the same functions to keep the court running smoothly. We are in the process of one of the largest events for our court, converting to a new CMS. We have limited people to do all the same job functions. We have started reached out to the JCC facilities and the county, some of the projects are already in the planning stages but did not have solid information to be part of the encumbering process and missed the timelines. It would be difficult to fit the substantial amount of funding needed to complete the project into our regular operational budget. To complete the project, the Court must use multiyear savings. Approval of this request will allow personnel to utilize a new desk and chair that is more ergonomically up to date with the latest models offered including the functionality of the new equipment that supports the courts CMS; the clean up of the wiring, update to the flooring and refreshed walls.

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?

We have a historical court setting and facility. The workstations and layout do not work for the flow of the court any longer. We are scheduled to go live with the new case management system that will aid in some areas. We also need a more ergonomic setting for the staff. This will allow the staff to become more efficient and productive with a better layout and setting. This will also flow to the visual aide of the public when they come in to see a more dignified office. Operating a facility with wavey and tattered carpeting, dingy and discoloring walls poses a

significant hazard to all persons who must carry-out the day-to-day functions of the Court and/or conduct business within the facility, greatly increasing the chances that a slip and fall will occur and allergy inflammation.

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.

The court will be reduced by the allocated money provided to the court. The court may not have a future opportunity to improve the situation of the lay out in the future. If this request is not approved, the Court will see an increase in related repair costs for the desks and chair failures. In addition, personnel could likely encounter ergonomic related issues given the seat cushions and seat backs are worn to the point of not providing the required support originally designed for the chairs.

- E. Describe the consequences to the public and access to justice if the court request is not approved. The public will see tired, out of date and worn-out items that the court has to work with. The tripping hazards remain with seams and wavey carpet, watching staff trip while bringing out files for review or filing is embarrassing and could possibly cause injury. Adding on to the counter to have a better flow and ADA ability will show the public that we are here to help all. There will not be a dignified and uniform look to the office. When an appearance is stepped up it shows that one cares, this brings a domino effect with staff. Court personnel need adequate office furniture and equipment to perform their job functions. If they are having to operate in an environment without office furniture and equipment that is in good condition, it can negatively affect the work product. They would feel more confident and be able to provide better service to the public but if not approved this be a deferred project for another time that may or may not come.
- 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 not identified alternatives that will meet the needs of the court at this time. This the only option we must allow our court time to seek out a proper vendor to work with and get the desired effect. Holding the funding allows the court to have the proper amount of money dedicated to this project. Should this request not be approved, the Court could be faced with funding the project in very small steps over a period as funding resources allow due to the large upfront cost it would take to complete the entirety of the replacement project. This would not be a good alternative given the poor condition of the furniture and as they are all of a similar age and condition, the lack of ADA counter and counterspace.

SECTION IV: FINANCIAL INFORMATION

Α.	Three-year history of year-end fund balances, revenues, and expenditures Included
В.	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 Exact amount is unknown at this time
C.	Identification of all costs, by category and amount, needed to fully implement the project Exact amount is unknown at this time
D.	A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year
	Exact amount is unknown at this time

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

Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2020-21				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance								-
Revenues	320,364							320,364
Expenditures	109,362							109,362
Operating Transfers In (Out)								-
Ending Fund Balance	211,002	-	-	-	-	-	-	211,002

FY 2021-22				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance								-
Revenues	469,628	41,082						510,710
Expenditures	127,734							127,734
Operating Transfers In (Out)								-
Ending Fund Balance	341,894	41,082	-	-	-	-	-	382,976

FY 2022-23				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance								-
Revenues	1,447,234	47,211						1,494,445
Expenditures	853,004							853,004
Operating Transfers In (Out)								-
Ending Fund Balance	594,230	47,211	-	-	-	-	-	641,441

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

	Expenses Category	Amount
GL Account	Description	Amount
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	150,000
936000	Utilities	
938000	Contracted Services	75,000
940000	Consulting and Professional Services - County Provided	75,000
943000	Information Technology (IT)	8,000
945000	Major Equipment	97,589
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		405,589

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 2021-22	FY 2022-23	Select Fiscal Year	Total					
Contribution	50,000	-	-	-	-	-	-	-	50,000
Expenditures									-
Cumulative Balance	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000

Amended request

Description	FY 2021-22 T	FY 2022-23 T	FY 2023-24 T	Select Fiscal Year	Total				
Contribution	53,753	351,836							405,589
Expenditures		53,753	351,836						405,589
Cumulative Balance	53,753	351,836	-	-	-	-	-	-	-

OUNCIL OF

EUREKA

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

■ NEW REQUEST (Complete Set ■ AMENDED REQUEST (Comp	THEORAN, 1926		
SECTION I: GENERAL INFORM	MATION		
SUPERIOR COURT: Click here to enter court	PERSON AUTHORIZING REQUEST (President Perpallement)	ding Judge or Cou	rt Executive Officer):
MONO	CONTACT PERSON AND CONTACT INFO Tammy Laframboise 760-923-2304	:	
DATE OF SUBMISSION: 8/4/2023	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE:	REQUESTED A \$167,532	AMOUNT:

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.):

Technology request-funds to replace and or repair courtroom audio visual control system- our court has a sophisticated courtroom audiovisual (AV) control system that includes software and hardware with function control integration and courtroom microphones, with phone lines integrated into the AV system, sound masking, and window coverings and displays for evidence presentation. The AV control system was installed 7 years ago. Over the last couple of years we've experienced minor AV system failures, such as failure of the integrated phone line to function. We are concerned that our AV system may have a major failure. Given the crucial function of the AV systems to courtroom operations, we want to be proactive in replacing and or repairing the courtroom AV system prior to a total system failure.

SECTION II: AMENDED REQUEST CHANGES

Please check the type of request:

A. Identify sections and answers amended.

SECTION I, SECTION IV.D TAB & SECTION IV.D AMENDED TAB.

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

This project is being pushed further out in time and will take place during FY 23-24 and FY 24-25.

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 threeyear encumbrance term.

We recently reached full staffing of all vacant positions, so we do not have much flexibility in our current budget given the 1% reserve limitation. It would be difficult to fit this substantial amount of funding into our regular operational budget. We intend to maximize the useful life of our current courtroom audiovisual systems which may extend beyond the three-year encumbrance term. In other words, we do not want to replace the current AV systems until absolutely necessary and want the funding available to do so.

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?

Maintaining the essential courtroom AV functions assures that parties, court staff and judges are able to complete all essential courtroom functions in a manner accessible to the public. As an example, if our microphone and speakers are not working properly, parties and/or witnesses will not be understood by the judge or other parties. The public will not be able to follow the proceedings and the court will fail to provide the accessibility and transparency expected in court proceedings.

- 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.

We may have to find technical workarounds if our courtroom AV system is not working properly. For example, in proceedings where courtcall has been requested and the integrated phone line in the AV system is not working properly, we may need to bring in a standalone plug-in conference call phone unit and place it centrally in the courtroom and hope that all parties and the judge can hear whoever is participating by courtcall. Unfortunately, we've had experience in doing so and frequently the public would be unable to hear or understand anything being said by the person participating by court call using this workaround.

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

See answers to B and D.

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 only alternative we would have is to make some significant sacrifice in current budget to pay for a short-term fix and make a supplemental budget request to get a permanent fix or replacement of the courtroom AV system. Obviously, until a short-term fix is taking care of and the long-term fix or replacement is accomplished, our courtrooms will suffer with the lack of functionality of an essential part of courtroom functionality, the ability for parties, judges and court staff and the general public to see and hear what is going on in the courtroom. If funding is being held for this purpose, our court can quickly address the problem and get our courtrooms back to full functioning much faster.

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 TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE - FINAL, SEC. IV. A TAB

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 TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE – FINAL, SEC. IV. B TAB

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

SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE - FINAL, SEC. IV. C TAB

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

SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE - FINAL, SEC. IV. D TAB

Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2021-22				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	635,452	78,009	-					713,461
Revenues	2,910,305	180,319	61,743					3,152,367
Expenditures	2,797,988	167,406	62,505					3,027,899
Operating Transfers In (Out)	(762)		762					-
Ending Fund Balance	747,007	90,922	•	-	-	-	-	837,929

FY 2020-21				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	584,526	65,178	-					649,704
Revenues	2,594,936	88,695	71,918					2,755,549
Expenditures	2,544,009	75,864	71,919					2,691,792
Operating Transfers In (Out)	(1)		1					-
Ending Fund Balance	635,452	78,009	-	-	•	-	-	713,461

FY 2019-20 •				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	207,884	51,377	-					259,261
Revenues	2,425,616	83,488	80,716					2,589,820
Expenditures	2,048,974	69,687	80,716					2,199,377
Operating Transfers In (Out)								-
Ending Fund Balance	584,526	65,178	-	-	-	-	-	649,704

Application for TCTF Funds Held on Behalf of the Court

Sec. IV.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

	Y 2017-18	FUNDS		FY 2019-20	-	FUNDS		FY 2021-22	-	FUNDS			FY 2024-25	-	FUN	NDS		Select Fiscal Year			FUNDS		Select Fiscal Year		FUNDS		Select Fiscal Year			FUNDS		Select Fiscal	Year	FUNDS		
	Sr	Special Revenue Special Revenue		Spec	cial Revenue Special Reve	nue		11 2021-22	Special Revenue	Special Revenue			Sr	ecial Revenue Specia	al Revenue			Jelect riscal real	Special Revenue	Special Revenue			Selectriscarrear	Special Revenue Special Revenue			Selectriscarreal	Special Revenue 5	Special Revenue			Selectristal le	Special R	evenue Special Revenue		
Description	General	Non-Grant Grant Capital Projects Debt Service Proprietal	y Fiduciary TOTAL	General N	Non-Grant Grant	Capital Projects Debt Service	ce Proprietary Fiduciary TOT	TAL General	Non-Grant	Grant Capital Projects	S Debt Service Proprietary Fiduciary	TOTAL	General	Non-Grant	Grant Capital Pro	ojects Debt Service Proprietar	ry Fiduciary TO	TOTAL General	Non-Grant	Grant	Capital Projects Debt Service Proprietary Fiduciary	TOTAL	General	Non-Grant Grant Capit	al Projects Debt Service Proprietary	Fiduciary TO	OTAL General	Non-Grant	Grant	al Projects Debt Service	Proprietary Fiduciary	TOTAL Gener	eral Non-G	Grant Grant Capital Projects	Debt Service Proprietary	Fiduciary TOTAL
REVENUES																															,					,
State Financing Sources	2,001,900	10,522	2,012,422	2,368,463	10,597		2	,379,060 2,527,437	12,639			2,540,076	2,497,030	12,446				2,509,476				-					-				,	-				,
Grants		155,362	155,362		79,	574		79,574		71,918		71,918			71,918			71,918				-					-				,	-				
Other Financing Sources	33,627	42,269	75,896	35,438	58,609			94,046 67,499	76,056			143,555	67,499	76,056				143,555				-					-					-				
TOTAL REVENUES	2,035,528	52,791 155,362	- 2,243,681	2,403,900	69,206 79,	574	2	,552,680 2,594,936	88,695	71,918 -		2,755,549	2,564,529	88,502	71,918		-	2,724,949		-		-	-			-			-				-			-
FXPENDITURES																					 							+			,———					1
Salaries	796.392	24.081 10.216	830.689	879.965	20.040 14.	776		914.782 992.933	20.790	8.191		1.021.911	1.085.699	22.790	10.191			1.118.680				_					-	+			, —	-				1
Staff Benefits	615.443	1.300 7.043	623,786	532,203	15.912	968		557.083 610.212	13,948	5,274		629,434	623.090	15.948	7.274			646.312				_					-	+			,	-				1
General Expense	68,248	865 20,473	89,587	81,787	467 4,	540		86,794 191,487	7 591	4,907		196,985	185,989	591	4,907			191,487				-					-				,	-				1
Printing	1,454	42 292	1,787	1,281	15	105		1,401 1,444	1	Í	1 1	1,444	1,444		<u> </u>			1,444				-					-	+			,	-				,
Telecommunications	21,795	1,223 7,902	30,919	12,246	857 4,	404		17,506 17,450	1,168	4,988		23,606	17,450	1,168	4,988			23,606				-	1				-	 			,	-				1
Postage	11,863	900 166	12,929	27,457	375			27,832 (172	371			200	(171)	371				200				-					-				,	-				1
Insurance	1,582		1,582	2,265				2,265 2,293	3			2,293	2,293					2,293				-					-				,	-				1
Travel in State	4,187	60 1,182	5,429	5,494	1,	835		7,329 125	5			125	125					125				-					-				,	-				,
Travel Out of State	-		-	-								-	-					-				-					-				,	-				1
Training	545	163	708	4,706		431		5,137 2,860)			2,860	2,860					2,860				-					-				,	-				1
Security	474	414	888	396	32	226		655 568	32	176		776	568	32	176			776				-					-				,	-				1
Facilities Operations	10,620	8,646	19,266	16,668	516 4,	098		21,282 5,747	91	526		6,364	5,747	91	526			6,364				-					-				,	-				,
Utilities	-		-	-				-				-						-				-					-				,	-				1
Contracted Services	207,163	6,095 94,014	307,272	275,153	19,219 32,	577		326,949 353,180	25,431	43,016		421,627	353,180	25,431	43,016			421,627				-					-				,	-				
Contracted Services Consulting and Professional																															,					1
Services - County Provided	-		-	-				-				-						-				-					-				,	-				,
Information Technology (IT)	123,470	8,194 3,149	134,812	75,193	8,205 1,	920		85,318 359,064	11,326	3,631		374,021	284,072	11,326	3,631			299,029				-					-				,	-				1
Major Equipment	6,609		6,609					- 5,449	9			5,449	5,449					5,449				-					-					-				
Other Items of Expense	2,460		2,460	2,861				2,861 1,760)			1,760	1,760					1,760				-					-					-				
Juror Costs	1,232		1,232	769				769 2,676	5			2,676	2,676					2,676				-					-					-				
Other	1,092		1,092	-	325	154		479 (3,216	5) 2,115	1,201		100	(3,216)	2,115	1,201			100				-					-					-				
Debt Service			-					-				-						-				-					-									
Debt Service Court Construction Distributed Administration &			-					-				-						-				-				 	-					-				
																															,					,
Allocation			-	(5.55.1)				(4, 400)				-						-				-					-					-				
Prior Year Expense Adjustment			-	(2,031)		631		(1,400) 151	l 75.002	10		161	151		10			161				-					-					-				
TOTAL EXPENDITURES	1,874,628	42,760 153,659	- 2,071,047	1,916,415	65,963 74,	663	<u>2</u>	,057,041 2,544,010	75,863	71,920 -		2,691,793	2,569,166	79,863	75,920		-	2,724,949	- -	-	 	-	-			-	- -	+ - +	-	- -		-	-		- -	-
Allocation Prior Year Expense Adjustment TOTAL EXPENDITURES Operating Transfers In (Out) Fund Balance (Deficit) Beginning Balance (Deficit) Ending Balance (Deficit)								-				-						-				- 1					-	+			, —	-				, —
Fund Balance (Deficit)																					+ + + + + + + + + + + + + + + + + + + +							+			,———					,
Paginning Polones (Deficit)			 	160 900	10.021 1	702	 	173.634 400.53	7 400	0.704	 	F4F C20	F40 740	10.422	10 244	- - -		F70 20F F4F	220 27 27	5 6.783		579 395	5 545.338	20 27 275 6 702			F70 206 F45 226	27 275	6.702		,———	F70 20C	T4F 220	27.275 6.783 -		1
beginning Balance (Deficit)	160 900	10.021	172 624	100,500	7 400	704	 	172,634 498,535 515,639 549,718	7,400	9,704 -	 	515,639 579,395	549,718 545,338	19,433 27,275	10,244	-	-	579,395 545, 579,395 545.	i,338 27,275	5 6,783	5	5/9,395	545,338	38 27,275 6,783		-	579,396 545,338 579,396 545,338	3 27,275	6,783		,—	579,396 54 579,396 54	545,338 545,338	27,275 6,/83 -		- 579,3 - 579,3
Ending Balance (Deficit)	160,900	10,031 1,703 - -	- 1/2,634	498,535	7,400 9,	704 - -	- -	515,639 549,/18	5 19,433	10,244 -		5/9,395	545,338	21,215	b,/83	- - -	-	5/9,395 545,	,338 27,275	b b,/83	5	5/9,396	545,338	38 21,215 6,783	- - -	-	5/9,330 545,338	5 21,215	ხ,/83	- -		5/9,396 5/	545,338	21,215 6,783 -	- -	- 5/9,3

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

	Expenses Category	Amount
GL Account	Description	Amount
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	40,000
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	127,532
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		167,532

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 2017-18	FY 2019-20	FY 2022-23	FY 2024-25	Select Fiscal Year	Select Fiscal Year	Select Fiscal Year	Select Fiscal Year	Total
Contribution	40,000	127,532							167,532
Expenditures			60,000	107,532					167,532
Cumulative Balance	40,000	167,532	107,532	-	-	-	-	-	-

Amended request

Description	FY 2017-18	FY 2019-20 T	FY 2023-24 T	FY 2024-25	Select Fiscal Year	Select Fiscal Year	Select Fiscal Year	Select Fiscal Year	Total
Contribution	40,000	127,532							167,532
Expenditures			60,000	107,532					167,532
Cumulative Balance	40,000	167,532	107,532	•	-	-	-	-	•

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request: NEW REQUEST (Complete Section)	COUNCIL OF CA		
AMENDED REQUEST (Complete S	1926		
SECTION I: GENERAL INFORMAT	ION		
SUPERIOR COURT: Monterey	PERSON AUTHORIZING REQUEST (Preside Chris Ruhl, CEO	ing Judge or Coul	rt Executive Officer):
	CONTACT PERSON AND CONTACT INFO: Colin Simpson colin.simpson@monterey.co		-775-5630
DATE OF SUBMISSION: 9/21/2022	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY 2022-2023	REQUESTED A \$25,000	MOUNT:

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.):

THROUGH FY 2026-27

Amendment: Due to an estimated opening date of 2028, the consultant services will likely be needed through FY 2026–2027. The request reflects an expanded time period through FY 2026–2027.

The purpose of this request is to fund the services of a consultant to advise the Monterey County Superior Court on the design and construction of the new Fort Ord Courthouse.

Fort Ord Courthouse Project Description

- Location: Divarty Street and 2nd Avenue, Seaside, CA 93955
- Approximately a 5-acre site
- 3-Story, 83,000 gross-square-foot courthouse
- Seven multi-purpose courtrooms, chambers, holding cells, jury assembly room, self-help center and administrative offices
- Approximately 280 above-ground parking spaces
- Secured judicial officer parking area
- Photovoltaic solar panels in the parking area
- Cases to be heard at the Fort Ord Courthouse are family law, probate, and civil.

The Court plans to contract with a construction consultant during the design/build phase of the new Fort Ord Courthouse. The Court does not have the staffing with the skillset and time to fully dedicate to the specialized design of the new Fort Ord Courthouse project. The project consultant under this contract will assist the Court in the review of the facility design and provide guidance on decision points to respond to the project manager's and architect's inquiries in a timely and informed way.

The construction consultant for the new Fort Ord Courthouse project will work closely with the Presiding Judge and Court Administration to effectively provide input, when required, in the review of floor plans, requests for information documents and help in the preparation of recommendations on key decision points during the design and construction phases of the project.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

Section I, Expanded time period through FY 2026–2027. Reason for Request, Section IV.

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

Section I, Expanded time period to through FY 2026–2027 due to to an estimated opening date of 2028. Sections IVA through D were updated to reflect the additional year in court budgets, fund balances, and timing of project expenditures. Section IVB could not be updated for FY 2023–2024 as the court is still in contract negotiations with represented staff but will update the worksheet once the budget is finalized.

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 threeyear encumbrance term.

These funds reflect one-time costs to contract with a construction consultant for the new Fort Ord Courthouse. The one-time costs to contract with a construction consultant is dependent on the project's timeline.

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 Court plans to use one-time funds for contracting with a construction consultant for the new Fort Ord Courthouse to review the new facility's design and obtain guidance on decision points to ensure court-operational efficiencies.

- 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.

 The Court needs the expertise of a consultant to successfully collaborate and effectively participate.

The Court needs the expertise of a consultant to successfully collaborate and effectively participate in the design and construction of the new Fort Ord Courthouse project. If this request is not approved, the response to inquiries by the project manager and/or consultant may be delayed or lack the expertise of a professional with the skillset in the construction of public facilities. Ultimately, the final design and construction drawings may not reflect the Court operational efficiencies that could have been contributed by having a construction consultant onboard advising the Court.

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

The Court plans to continue to work collaboratively with the JCC's Facilities Services in this effort. However, if this request is not approved, the Court's participation in ensuring access to justice in the facilities design may be limited. By having a construction consultant to assist the Court in the review of the new Fort Ord Courthouse design, the construction team may obtain better guidance from on major decision points that will ensure court-operational efficiencies in the construction plans and reflect the facility configurations in the design floorplans that will ensure 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?

As an alternative, if this request is not approved, the Court would continue to dedicate existing Executive Management and administrative staff to provide input in the programming and construction design for the new Fort Ord Courthouse. The approval of this application is a much better alternative to ensure the success of the construction of the new Fort Ord Courthouse.

SECTION IV: FINANCIAL INFORMATION

Please p	provide the following (table template provided for each):
	ee-year history of year-end fund balances, revenues, and expenditures attached
recei	rent detailed budget projections for the fiscal years the trial court would either be contributing to or iving distributions from the TCTF fund balance held on the court's behalf attached
	tification of all costs, by category and amount, needed to fully implement the project attached
fisca	pecific funding and expenditure schedule identifying the amounts to be contributed and expended, by all year attached

Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2022-23		FUNDS											
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL					
Beginning Balance	1,593,499	1,238,931	-	-	-	-	-	2,832,430					
Revenues	29,710,696	1,495,552	865,314	-	-	-	-	32,071,562					
Expenditures	28,944,113	1,257,281	1,327,544	-	-	-	-	31,528,938					
Operating Transfers In (Out)	(462,230)		462,230	-	-	-	-	-					
Ending Fund Balance	1,897,852	1,477,201	-	•	-	-	-	3,375,053					

FY 2021-22		FUNDS											
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL					
Beginning Balance	1,807,023	1,051,941	-	-	-	-	-	2,858,964					
Revenues	26,620,111	1,130,177	688,555	-	-	-	-	28,438,843					
Expenditures	26,494,236	943,439	1,027,702	-	-	-	-	28,465,377					
Operating Transfers In (Out)	(339,399)	252	339,147	-	-	-	-	-					
Ending Fund Balance	1,593,499	1,238,931	-	-	-	-	-	2,832,430					

FY 2020-21		FUNDS										
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL				
Beginning Balance	1,231,917	873,000	-					2,104,917				
Revenues	24,565,282	550,258	674,882					25,790,421				
Expenditures	23,672,052	373,161	991,161					25,036,374				
Operating Transfers In (Out)	(318,123)	1,844	316,279					-				
Ending Fund Balance	1,807,023	1,051,941	-	-	•	-	-	2,858,964				

Application for TCTF Funds Held on Behalf of the Court

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

Current detailed budget projection	is for the fiscal years	ars the trial court would either be contributing to c	or receiving distributions from	n the TCTF fund balance held on the court's behalf																											
	FY 2022-23	₹	s	Select Fiscal Year ▼		FUNDS			Select Fiscal Year ▼	FUNDS		Select Fiscal Year	▼	FUNDS		Select Fiscal Ye	Year ▼	FUNDS		Select Fiscal Year ▼	FUNDS			elect Fiscal Year		FUNDS		Select Fiscal Year	▼	FUNDS	
Description	General	Special Revenue Special Revenue Capital Projects	cts Debt Service Proprietary	Fiduciary TOTAL General Special Revenu	nue Special Revenue Grant	e Capital Projects Debt Service	rice Proprietary Fiduciary	TOTAL	General Special Revenue Non-Grant	Special Revenue Grant Capital Projects Debt Service Proprie	ary Fiduciary TOTA	L General Special Re Non-Gr	venue Special Reven ant Grant	Capital Projects Debt Service Propri	tary Fiduciary TOTAL	Genera	Special Revenue Special Non-Grant G	evenue Capital Projects Debt Service Proprietary	Fiduciary TOTAL	General Special Revenue Non-Grant	Special Revenue Grant Capital Projects	Debt Service Proprietary Fiduciary	y TOTAL	General Special Rever	nue Special Revenue Cap	oital Projects Debt Service Proprieta	cary Fiduciary TOT	AL General S'	Special Revenue Spec Non-Grant	Pecial Revenue Grant Capital Projects Debt Service Pr	Proprietary Fiduciary 1
REVENUES		Hon Grant		Ton Granc	Crane				Tron Granc	Cidik		110.11 6.1	une Grune				Non Grant			iton Grant	Grant			Non Cran	Grane				Non Grant	Clun	
State Financing Sources	29,472,012	1,515,224		- 30,987,236				-				-				-			-				-					-	, —		
Grants	-	- 955,323 -		- 955,323				-				-				-			-				-					-	, —		
Other Financing Sources	400,501	404,446		- 804,947				-				-				-			-				- 1					-	,		
TOTAL REVENUES	29,872,513	1,919,670 955,323 -		- 32,747,506				-								-							-	-					-		
ENDITUDES																															
Plaries	15 /2/ 267	190 191 540 262	+ +	16 162 911		 					 			 			 	 	+ +	+	+								. — —		
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anoral Evnanca	50/ 927	85,470 317,707 -		- 9,120,440				<u> </u>				-				- -			-									-	. — —		
eneral Expense	30,000	- 39,181 -	 	- 30,000				 				_							 		+		-						. — —		
elecommunications	168 093		 	- 168.093								-				_	- 		 	 	+								, —		
ostage	130,000		 	- 130,000				-				_				_			 		 								, —		
nsurance	22,000			- 22.000								_				_			 				_						, —		
avel in State	39.200			- 39.200				_				_				.			 										, —		
vel Out of State	7.111			- 7.111				_				-				-			-				-						. —		
ining	32,546	- 29.436 -		- 61.982				-				-				-			-		†		_						, —		1
curity	693,800			- 693,800				-				-							-		†		-					-	. —		1
cilities Operations	762,694			- 762,694				-				-				-			-				-					-	, —		
tilities	- 1							-				-				-			-				- 1					-	, —		
ontracted Services	2,278,364	142,345		- 2,420,709				-				-				-			-				- 1					-	,		
onsulting and Professional																													,		
ervices - County Provided	22,367	1,169,326		- 1,191,693				-				-				-			-				-					-	,		
nformation Technology (IT)	580,438	- 4,200 -		- 584,638				-				-				-			-				-					-			
ajor Equipment	517,122	- 283,803 -		- 800,925				-				-				-			-				-					-			
ther Items of Expense	12,010			- 12,010				-				-				-			-				-					-	,		
ror Costs	172,179			- 172,179				-				-				-			-				-					-	,		
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ebt Service	-							-				-				-			-				-					-			
ourt Construction	-							-				-				-			-				-					-			
istributed Administration &																													,		
llocation	(193,000)	46,015 164,539 -		- 17,554				-				-				-			-				-								
rior Year Expense Adjustment	24,145	7,500		- 31,645				-				-				-			-				-					-			
TOTAL EXPENDITURES	30,051,536	46,015 164,539 - 7,500 - - 1,639,837 1,379,129 -		- 33,070,502				-			- -					-							-	-					-		
erating Transfers In (Out) nd Balance (Deficit) seginning Balance (Deficit) inding Balance (Deficit)	(423,806)	- 423,806 -						-				-				-			-				-					-			
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Beginning Balance (Deficit)	1.593.499	1.238.931 -	 	2.832.430 990.670 1.518.7	764 -	 . .	-	2,509,434	990.670 1.518.764		25	09.434 990.670 1.5	18.764	_	2.509.4	134 9	990.670 1.518.764		- 2,509 434	34 990,670 1,518,764 34 990,670 1,518,764		_ _	2.509.434	990.670 1 518	764 -			509.434 990.670	1.518.764		
Ending Balance (Deficit)	990 670	1.518.764	 	2,832,430 990,670 1,518,7 - 2,509,434 990,670 1,518,7	764 -	 		2,509,434	990,670 1,518,764 990,670 1,518,764			09.434 990.670 1.5	18.764	. . .	2.509.4	134	990,670 1,518,764 990,670 1,518,764		- 2 509 434	34 990.670 1.518.764	 		2 509 434	990.670 1 518	764 -			509.434 990.670	1.518.764		
manig bulunce (belief)	330,070	1,010,707		2,303,434 330,070 1,310,7	, o-1 -	<u> </u>	- 1 -	2,303,734	330,070 1,310,704	<u> </u>	- 2,3	55,.57 550,070 1,5		<u> </u>		.5.7 5.	330,070 1,310,707		2,303,434	5- 550,070 1,510,704	- 1 -		2,303,734	330,070 1,318,	-			330,070	1,310,704		

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

	Expenses Category	Amount
GL Account	Description	Amount
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	25,000
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	-
Total		25,000

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

Original Request:

· ·	ī.								
Description	FY 2022-23	Select Fiscal Year	Total						
Contribution	25,000								25,000
Expenditures	25,000								25,000
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	FY 2022-23 V	FY 2023-24	FY 2024-25	Select Fiscal Year	Total				
Contribution	25,000								25,000
Expenditures			25,000						25,000
Cumulative Balance	25,000	25,000	-	-	-	-	-	-	-

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 INFORMA	ATION							
SUPERIOR COURT: San Benito	PERSON AUTHORIZING REQUEST (Preside Tarry Singh, Court Executive Officer	ding Judge or Court Executive Officer):						
CONTACT PERSON AND CONTACT INFO: David Aguirre, CFO (831) 636-4057 ext 212								
DATE OF SUBMISSION:	TIME PERIOD COVERED BY THE	REQUESTED AMOUNT:						
8/3/2023	REQUEST, INCLUDING CONTRIBUTION	\$643,853 (previously held)						
	AND EXPENDITURE:	-\$484,137 (used/encumbered)						
	FY19-20 THROUGH FY23-24	\$159,716 (requested for extention)						

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.):

In support of the technology and legal compliance goals of the Superior Court of California, County of San Benito ("Court"), the Court respectfully requests that the Judicial Council hold the requested amount on the Court's behalf. The requested amount will be used on technology and legal projects, as further described below.

Digitization. The Court is preparing to enter the second phase of its project to digitize physical case files held at an off-site storage facility. As part of the project, the Court will identify and digitize case files that must be retained. In addition, any case files that are beyond their retention period will be destroyed as part of the project. This project will reduce the Court's storage costs, and make the remaining case files more easily accessible to the Court and the public.

Information Technology Hosting. The Court's case management system, email, and other critical information technology tools are currently hosted remotely by another court. Recent electrical and telecommunications disruptions have left the Court unable to conduct court business. The Court wishes to conduct a study of hosting alternatives that may be less prone to disruption, such as local hosting, or switching to a cloud-based solution hosted by a third party.

Voice over Internet Protocol Telephone System. The Court is in the process of upgrading or replacing its current voice over Internet Protocol ("VoIP") phone system.

Electronic Calendar Boards. The Court is in the process of upgrading or replacing its electronic calendar boards.

Legal Projects. The Court has entered into an agreement for the completion of certain legal projects. The projects include updating the Court's local rules, updating the Court's local contracting manual, and completing required collections reporting. The completion of these projects will allow the Court to ensure compliance with its legal obligations.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

SECTION I:

PERSON AUTHORIZING REQUEST (Court has new CEO)

CONTACT PERSON AND CONTACT INFO (Court has new CFO)

TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE (requesting extended time period)

REQUESTED AMOUNT (reduced amount to remaining balance)

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

It is respectfully requested that the Superior Court, County of San Benito, be allowed to carry over funds held for continued use as noted in the original application. Originally, these projects were to take place during FY20/21-FY22/23, and the majority of the work has been initiated, however, due to limited staff resources in conjunction with vendor and supply limitations caused during the Covid-19 pandemic, the remaining balance for these projects need to be pushed out and plan to be completed in FY23/24.

Original Amount Held	643,853
Amount Spent/Encumbered	484,137
Balance to Request Held	159,716
through FY23/24	

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.

Digitization. The digitization project involves significant one-time expenses that are not part of the Court's annual operational budget. The price of digitization could not be met out of the Court's annual operational budget without making significant cuts that would result in diminished service to the public. In order to complete the digitization project, the Court must use multiyear savings.

Information Technology Hosting. Because of the time required to establish the specifications for the study, and the complexity of procuring IT services in compliance with the Judicial Branch Contracting Manual, the procurement of the study will extend past the end of the current fiscal year. The study will involve significant one-time expenses that are not part of the Court's annual operational budget.

VoIP and Electronic Calendar Boards. Because of the time required to establish the specifications for the IT goods and services to be purchased, and the complexity of procuring the IT goods and services in compliance with the Judicial Branch Contracting Manual, the procurement process for the IT goods and services will extend past the end of the current fiscal year. The VoIP and electronic calendar board upgrades involve significant one-time expenses that are not part of the Court's annual operational budget. The purchase price of the upgrades could not be met out of the Court's annual operational budget without making significant cuts that would result in diminished service to the public. In order to complete the upgrades, the Court must use multiyear savings.

Legal Projects. The legal projects involve significant one-time expenses that are not part of the Court's annual operational budget.

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?

Digitization. Currently, when a Court employee or member of the public wishes to access a case file held at the off-site storage facility, a retrieval process occurs. The Court must send a request to the storage facility, and a storage facility employee must find the relevant box in the warehouse, pull the relevant file, and send it to the Court. This process can take several days, and the storage facility charges a fee for each file located and sent. If the case files are digitized, Court employees and members of the public will be able to access the files much more quickly. This will improve the efficiency of court operations. To the extent that the project identifies files that may be destroyed, the project will allow the Court to save on storage fees and use those savings to provide services to the public.

Information Technology Hosting. Recent outages in the existing remote hosting system have left the Court without access to its case management system, email, and other critical information technology tools. Without access to these tools, the Court is unable to conduct normal court operations. If the study determines that a hosting alternative less prone to disruption is feasible, the efficiency of the Court's operations will be enhanced.

VoIP. Upgrading or replacing the Court's VoIP phone system will ensure that court operations continue without interruptions and delays.

Electronic Calendar Boards. Upgrading or replacing the Court's electronic calendar boards will ensure that litigants, witnesses, jurors, and court visitors are able to orient themselves and quickly find their destinations.

Legal Projects. The local projects with help the Court ensure it provides effective court operations that comply with applicable law.

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.

Digitization. If the request is not approved, the digitization project will not be completed. Court employees will not have improved access to the case files. In addition, the Court will continue to incur storage fees for the case files, both those that must be retained and those that could have been destroyed.

Information Technology Hosting. If the request is not approved, the study will not be completed and the Court will continue to use the existing remote hosting system. The risk that an electrical or telecommunications disruption could shut down court operations will not be reduced.

VoIP. If the request is not approved, the Court may be unable to upgrade or replace the VoIP phone system. As the existing phone system continues to age, the Court anticipates failures that could cause interruptions and delays for Court employees. These interruptions and delays could disrupt court operations.

Electronic Calendar Boards. If the request is not approved, the Court may be unable to upgrade or replace the electronic calendar boards. As the existing electronic calendar boards continue to age, the Court anticipates failures that could cause confusion for litigants, witnesses, jurors, and court visitors.

Legal Projects. If the request is not approved, some or all legal projects will not be completed. The Court's local rules and local contracting manual will not be updated to reflect current law, increasing the risk that litigation or procurements could be conducted under outdated rules. Or, Court staff may be re-assigned to perform these legal projects. This would disrupt staff's ability to perform their normal court operations.

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

Digitization. If the Court's request is not approved, the public will still have access to the case files, but the retrieval process will remain slow, and the case files will not be easily searchable.

Information Technology Hosting. There is a possibility that the study will reveal a more reliable hosting system, which would result in better service to the public and better access to justice. If the Court's request is not approved, the Court will be unable to complete the study and this possibility will be lost.

VoIP. If the request is not approved, the provision of services to the public could be subject to interruption and delay.

Electronic Calendar Boards. If the request is not approved and the existing electronic calendar boards fail, litigants, witnesses, jurors, and court visitors could be confused or inconvenienced.

Legal Projects. If the Court's request is not approved, Court staff may be re-assigned to perform these legal projects. This would reduce staff's ability to provide service to the public.

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

Digitization. If the Court's request is not approved, the Court will continue to store the physical files in the storage facility. The Court will continue to pay storage fees for all files, and one-time fees each time a file is retrieved. It

would be preferable to hold funding in the TCTF to allow the Court to complete the digitization project and enhance service to the public.

Information Technology Hosting. If the Court's request is not approved, the Court will continue to use the existing remote hosting system. The Court may continue to suffer work outages caused by electrical and telecommunications disruptions. It would be preferable to hold funding in the TCTF to allow the Court to complete the study and determine if a more reliable hosting alternative is feasible.

VoIP and Electronic Calendar Boards. Holding funding in the TCTF is the preferred alternative because the Court will be able to implement the upgrades and continue to provide a high level of service to the public.

Legal Projects. If the Court's request is not approved, the Court may be unable to perform the projects, or may need to re-assign Court staff to perform the projects. It would be preferable to hold funding in the TCTF to ensure legal compliance while avoiding disruption to court operations and service to the public.

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 Excel workbook.

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 Excel workbook.

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

See attached Excel workbook.

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

See attached Excel workbook.

Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2016-17				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	169,075	62,036	2,436					233,547
Revenues	2,778,181	17,048	237,818					3,033,047
Expenditures	2,735,305	27,345	292,348					3,054,997
Operating Transfers In (Out)	(54,277)	2,182	52,095					-
Ending Fund Balance	157,675	53,921	-	-	-	-	-	211,596

FY 2017-18				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	157,675	53,921	-					211,596
Revenues	2,813,695	17,068	228,376					3,059,139
Expenditures	2,742,397	64,364	240,673					3,047,434
Operating Transfers In (Out)	(12,297)		12,297					-
Ending Fund Balance	216,676	6,625	-	-	-	-	-	223,301

FY 2018-19	▼.		FUNDS													
Description		General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL							
Beginning Balance		216,676	6,625						223,301							
Revenues		3,696,052	16,981	215,626					3,928,659							
Expenditures		2,994,950	686	232,296					3,227,932							
Operating Transfers In (Out)		(16,670)		16,670					-							
Ending Fund Balance		901,108	22,920	-	-	-	-	-	924,028							

Application for TCTF Funds Held on Behalf of the Court

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		FY 2020-21	▼	FUNDS		FY 2021-22	▼	FUN	DS		FY 2022-23	▼	ı	UNDS		FY 2023-24	▼	FUNDS			Select Fiscal Year	▼	FUNDS			Select Fiscal Year	_▼	FUNI	os		Select Fiscal Yr	ear ▼		FUNDS	
General Spe	pecial Revenue Special Revenue Construction	apital Projects Debt Service	Proprietary Fiduciary TOTAL	General Spe	cial Revenue Special Re Non-Grant Gran	Capital Projects Debt Service Protects	roprietary Fiduciary	TOTAL Gen	eral Special Revenu Non-Grant	Special Revenue Capital Pro	ects Debt Service Proprieta	Fiduciary TOT	L General	Special Revenue S Non-Grant	Special Revenue Capital	Projects Debt Service Proprie	etary Fiduciary	TOTAL General	Special Revenue Non-Grant	Special Revenue Grant Capital Project	ts Debt Service Proprietary	Fiduciary TOTAL	General	Special Revenue Special Re Non-Grant Gran	evenue Capital Projects Debt	Service Proprietary Fide	luciary TOTAL	General	Special Revenue Special Non-Grant	al Revenue Grant Capital Proj	ects Debt Service Proprie	etary Fiduciary	TOTAL Genera	Special Revenue Non-Grant	Special Revenue Grant Capita	tal Projects Debt Service P	Proprietary Fiduciary
2 700 909	16 500		2 725 44	2 700 000	16 500			2 726 449	700.000 10.5				26 449 2 700 9	16.500				2 720 449 2 700 94	60 46 500		 	2 726 44	140												1		
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Identification of all costs, by category and amount, needed to fully implement the project

	Expenses Category	Amount
GL Account	Description	Amount
900000	Salaries	-
910000	Staff Benefits	-
920001	General Expense	80,482
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	338,023
940000	Consulting and Professional Services - County Provided	-
943000	Information Technology (IT)	225,349
945000	Major Equipment	-
950000	Other Items of Expense	-
972000	Other	-
973000	Debt Service	-
983000	Court Construction	-
990000	Distributed Administration & Allocation	-
Total		643,853

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	FY 2023-24	Select Fiscal Year	Select Fiscal Year	Select Fiscal Year	Total
Contribution	643,	853	-							643,853
Expenditures		-	-	257,541	193,156	193,156				643,853
Cumulative Balance	643,	,853	643,853	386,312	193,156	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:		OUNCILOR	
NEW REQUEST (Complete Section	ı I, III, and IV only.)		THE COLUMN
AMENDED REQUEST (Complete S	Sections I through IV.)		1926
SECTION I: GENERAL INFORMATI	ON		
SUPERIOR COURT: Ventura	PERSON AUTHORIZING REQUEST (Preside Brenda L. McCormick, Court Executive Office		Executive Officer):
	CONTACT PERSON AND CONTACT INFO: Richard Cabral, richard.cabral@ventura.Cour		8881
DATE OF SUBMISSION:	TIME PERIOD COVERED BY THE	REQUESTED	
7/31/2023	REQUEST, INCLUDING CONTRIBUTION	AMOUNT: \$1,919	9,664
Amended: 08/03/2023	AND EXPENDITURE: FY 2022-23 TO FY 2025-26		

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 requesting that the Judicial Council of California hold funds on the Court's behalf, in the sum of \$1,800,000* for the upgrade of the existing 23-year-old Ventura County Justice Integration System (VCIJIS)/VISION case management system (CMS).

The CMS resides on an outdated legacy platform (PowerBuilder and Sybase) that presents sustainability risks and limits opportunities to benefit from technological innovations. The Court is in the beginning stages of research and procurement for the multi-year project and the cost to upgrade the Criminal/Traffic case management system exceeds the scope of the Court's regular budget allocations. The Court does not anticipate the project will be fully funded through a State BCP and the project cost exceeds the allowable 3% annual fund balance reserve. The funds held will be used to partially fund the project. The Court anticipates it will continue to set aside funds on a yearly basis that will be used to complete the project.

*The requested amount may be amended at year-end once the final fund balance is determined.

SECTION II: AMENDED REQUEST CHANGES

- A. Identify sections and answers amended. Section I, Section IV A, B, and D Amended Requests
- B. Provide a summary of the changes to the request. Increase requested amount, update actual revenue & expenditures for fiscal year 2022-23 to show through accounting period 13

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 threeyear encumbrance term.

The estimated cost for the CMS is \$6.1 million with an expected implementation in Fiscal Year 2026-27. The primary factor is the total project cost relative to the amount of the Court's annual budget and 3% reserves. The Court's reserve for one fiscal year will not be sufficient to cover the cost of this major project. The Court is not able to encumber the funds as we are not in the contract phase at this stage.

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?

Five criminal justice agencies in Ventura County (Superior Court, District Attorney, Public Defender, Sheriff, and Probation) are currently served by a single case management system referred to as the Ventura County Justice Information system (VCIJIS.) The shared system also enables criminal justice data exchanges with other law enforcement in Ventura County, and many other local, state, and federal agencies. Over the years this integration between justice partners has enabled unique efficiency and service benefits benefiting all justice partner agencies and the public in Ventura county. The goal of this project is to modernize the current VCIJIS platform following a plan that will preserve the current efficiency and service benefits of the integrated system, improve public and justice partner access to case documents (via transition to digital case files,) improve fine / fee payment processing, and improve criminal justice information reporting.

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.

The five criminal justice agencies agreed to launch a collaborative effort to modernize and improve the current integrated system. If the Court request is not approved, the Court would not be able to fund its portion of the shared upgrade project. The Court would be left behind the other justice agencies which are committed to the modernization effort. The Court would also lose operational efficiencies as it would not be part of the new integration with the other justice partners and would likely require the Court to add staff positions to close the gap. Participating in the project will provide the Court the opportunity to gain new operational efficiencies such as reduction or elimination of paper in criminal justice processes and maintain the integration with the other justice partners.

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

Technical support and programmer / analyst expertise for PowerBuilder and Sybase are increasingly difficult to locate and increasingly expensive to secure. Recovering from an unexpected catastrophic failure of the current system could be extremely expensive and time-consuming. A major event could impact any one of or all five VCIJIS partner agencies and could result in inappropriate handling of criminal justice matters, which would endanger the public. The outdated technology platform already exacerbates (and sometimes creates) minor but still disruptive technology events which force both the public and justice partners to face longer wait times to file and / or receive documents.

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

With the case management system upgrade challenge the Court is facing, all path-forward options represent multi-year endeavors, with cost and time factors that are outside the scope of the regular budget allocation process.

SECTION IV: FINANCIAL INFORMATION

В.	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 Section IV.B
C.	Identification of all costs, by category and amount, needed to fully implement the project
	See Section IV.C
D.	A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year
	See Section IV.D

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

See Section IV.A

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

Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2022-23				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,688,106	606,863	-					2,294,969
Revenues	54,110,200	8,929,968	733,654					63,773,822
Expenditures	51,040,799	9,013,714	916,813					60,971,326
Operating Transfers In (Out)	(183,159)	-	183,159					-
Ending Fund Balance	4,574,348	523,117	-	-	-	-	-	5,097,465

FY 2021-22				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	509,444	132,631	-					642,075
Revenues	48,081,184	8,847,724	727,928					57,656,837
Expenditures	46,749,359	8,373,492	881,092					56,003,943
Operating Transfers In (Out)	(153,164)	-	153,164					-
Ending Fund Balance	1,688,106	606,863	•	-	-	-	-	2,294,969

FY 2020-21	▼	FUNDS											
Description		General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL				
Beginning Balance		1,422,928	324,821	-					1,747,749				
Revenues		44,547,487	7,551,643	1,201,049					53,300,179				
Expenditures		43,658,120	9,226,931	1,520,802					54,405,853				
Operating Transfers In (Out)		(1,802,851)	1,483,098	319,753					-				
Ending Fund Balance		509,444	132,631	-	-	-	-	-	642,075				

Application for TCTF Funds Held on Behalf of the Court

Sec. IV.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

5 . ,	,								
	FY 2020-21 ▼ FUNDS	FY 2021-22 ▼ FUNDS	DS	FY 2023-24 ▼ FUNDS	FY 2024-25 ▼ FUNDS	Select Fiscal Year	▼ FUNDS	Select Fiscal Year ▼ FUNDS	Select Fiscal Year ▼ FUNDS
	Special Revenue Special Revenue	Special Revenue Special Revenue	Special Revenue Special Revenue	Special Revenue Special Revenue	Special Revenue Special Revenue	Special Re	ovenue Special Revenue	Special Revenue Special Reve	Special Revenue Special Revenue
Description	General Non-Grant Grant Capital Projects Debt Service	Proprietary Fiduciary TOTAL General Non-Grant Grant Capital Project	ects Debt Service Proprietary Fiduciary TOTAL General Non-Grant Grant Capital Projects Debt Service Proprietary	Fiduciary TOTAL General Non-Grant Grant Capital Projects Debt Service	Proprietary Fiduciary TOTAL General Non-Grant Grant Capital Projects Debt Service Proprietary Fi	duciary TOTAL General Non-Gr	rant Grant Capital Projects Debt Service Proprietar	ry Fiduciary TOTAL General Non-Grant Grant Capital Projects Debt Service	ce Proprietary Fiduciary TOTAL General Non-Grant Grant Capital Projects Debt Service Proprietary Fiduciary TOTAL
REVENUES	Tren crain.	TOTAL CITAL CONTROL CO	Their Grain.	TO T	Non-Grant Grant	Hon C.	Grant Grant	Non-Grant Grant	Non-Crain.
State Financing Sources	36 879 334	36.879.334 43.022.134	43.022.134 44.272.189	44.272.189 46.459.368	46.459.368 48.754.600	48.754.600 51.163.224		51,163,224	
Grants	1.476.906	1.476.906 948.430	948.430 952.843	952.843 999.916	999.916 - 1.049.315	1.049.315 -	- 1.101.154	1.101.154	
Other Financing Sources	8,118,910 11,481,350	19,600,260 7,465,541 10,584,525	18,050,066 9,036,706 9,537,724	18,574,430 9,483,147 10,008,916 -	19,492,063 9,951,643 10,503,387 -	20,455,029 10,443,284 11,0)22,285 -	21,465,569	
TOTAL REVENUES	44,998,244 11,481,350 1,476,906	- 57,956,500 50,487,675 10,584,525 948,430 -	62,020,630 53,308,896 9,537,724 952,843	- 63,799,463 55,942,515 10,008,916 999,916	66,951,347 58,706,243 10,503,387 1,049,315	- 70,258,945 61,606,508 11,0	022,285 1,101,154	73,729,947	
EVDENIDITUDES									
Salarios	24 922 960 4 999 292 1 950 596	20 062 920 26 042 791 2 709 592 559 790	20 211 1/2 29 226 160 2 992 602 615 050	22 722 902 29 099 210 4 001 221 622 927	22 722 269 20 096 579 4 122 299 652 179	24 762 144 20 002 060 4 2	040 275 672 110	25 924 462	
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General Expense	719 743 36 100	755 843 849 399 29 600	878 999 1 006 874 37 700 33 156	1 077 730 1 037 614 38 851 34 168	110 633 1 069 292 40 037 35 211	13,520,858 12,158,555 1,8	41 259 36 286 -	1 179 484	
Printing	158.700 121.000	279.700 135.400 121.500	256,900 150,000 115,100	265.100 154.580 118.614 -	273.194 159.299 122.235 -	281.534 164.162 1	125.967	290.129	
Telecommunications	62.100 202.600 1.000	265.700 73.995 202.600 1.000	277.595 116.707 202.500 1.000	320,207 120,270 208,682 1.031	329.983 123.942 215.053 1.062	340.057 127.726 2	221.619 1.094 -	350.439	
Postage	420,000 185,000	605.000 364.400 185.000	549.400 339.300 153.400	492,700 349,659 158,083 -	507.742 360.334 162.910 -	523,243 371,335 1	167,883	539.218	
Insurance	23,500	23,500 28,500	28,500 28,500	28,500 29,370	29,370 30,267	30,267 31,191	·	31,191	
Travel in State	10,000	10,000 39,400 3,500	42,900 29,500 2,500	32,000 30,401 2,576 -	32,977 31,329 2,655 -	33,984 32,285	2,736	35,021	
Travel Out of State		- 11,300 2,700	14,000 11,500 2,200	13,700 11,851 2,267 -	14,118 12,213 2,336 -	14,549 12,586	2,408	14,993	
Training	51,177 8,000	59,177 40,690 9,200	49,890 37,800 11,200	49,000 38,954 11,542 -	50,496 40,143 11,894 -	52,038 41,369	12,257	53,626	
Security	1,856,759 8,237 116,300	1,981,296 1,914,752 8,153 116,600	2,039,505 2,156,824 9,041 64,000	2,229,865 2,222,672 9,317 65,954	2,297,943 2,290,530 9,601 67,967	2,368,099 2,360,460	9,895 70,043 -	2,440,397	
Facilities Operations	539,449 392,000	931,449 558,650 193,538	752,188 558,862 201,364	760,226 575,924 207,512 -	783,436 593,507 213,847 -	807,354 611,627 2	220,376	832,003	
Utilities	7,200	7,200 8,500	8,500 8,500	8,500 8,760	8,760 9,027	9,027 9,303		9,303	
Contracted Services	4,405,500 3,615,432 20,150	8,041,082 4,541,857 4,237,850	8,779,707 4,700,679 3,061,424 184,495	7,946,598 4,844,191 3,154,889 190,128	8,189,208 4,992,084 3,251,208 195,932	8,439,224 5,144,492 3,3	350,467 201,914 -	8,696,874	
Consulting and Professional									
Services - County Provided	1,368,143 66,734 17,500	1,452,377 1,385,748 77,128 17,500	1,480,376 1,557,486 36,964 17,500	1,611,950 1,605,036 38,093 18,034	1,661,163 1,654,038 39,255 18,585	1,711,878 1,704,536	40,454 19,152 -	1,764,142	
Information Technology (IT)	2,315,228 324,105 7,800	2,647,133 2,086,527 305,255 7,800	2,399,582 2,194,227 328,871 7,800	2,530,898 2,261,217 338,911 8,038	2,608,166 2,330,252 349,258 8,284	2,687,794 2,401,394 3	859,921 8,536 -	2,769,852	
Major Equipment	60,900	60,900 20,000	20,000 625,530	625,530 644,628	644,628 664,308	664,308 684,590		684,590	
Other Items of Expense	20,000	20,000 20,000	20,000 20,000	20,000 20,611	20,611 21,240	21,240 21,888		21,888	
Juror Costs	530,000	530,000 530,000	530,000 530,000	530,000 546,181	546,181 562,856	562,856 580,040		580,040	
Other	 	- 	 				- - -	 	
Debt Service Court Construction Distributed Administration &		- 	 						
Distributed Administration &		- 							
Allocation	(207,020) 207,020	- (144,191) 144,191	(167 718)	(172 828)	(178 115)	(192 552)	193 552		
Prior Vear Evnense Adjustment	(207,020) 207,020	- (144,191) 144,191	- (167,718) 167,718	- (172,030) - 172,030	- (176,113) - 176,113	- (183,553)	- 183,333		
Allocation Prior Year Expense Adjustment TOTAL EXPENDITURES	6 46,957,418 10,856,522 1,766,195	- 59,580,135 49,041,194 10,701,595 1,110,156 -	60,852,945 53,250,193 9,761,609 1,372,854	- 64,384,656 54,875,922 10,059,631 1,414,767	66,350,320 56,551,284 10,366,752 1,457,960	- 68,375,995 58,277,794 10,6	583.249 1.502.471	- 70,463,514	
	10,557,125 20,555,522 2,755,235	55,000,125	60,852,945 53,250,193 9,761,609 1,372,854	- 04,364,030 34,673,322 10,033,031 1,414,707	25,000,000	30,010,000 20,211,101 20,0	2,002,172	7-5) 1-50-5-2-1	
Operating Transfers In (Out) Fund Balance (Deficit) Beginning Balance (Deficit) Ending Balance (Deficit)	(605,146) 758,535 (153,389)	- 161,726 (161,726)	- (173,386) 173,386			-			
Fund Balance (Deficit)									
Beginning Balance (Deficit)		- (2,564,320) 1,383,363 (442,678) -	(1,623,635) (956,113) 1,266,294 (766,130)	- (455,949) (1,070,796) 1,042,409 (1,012,755) (1,041,143) (4,203) 991,694 (1,427,605)	- - (1,041,143) (4,203) 991,694 (1,427,605) - - - - - - (440,115) 2,150,756 1,128,329 (1,836,250) - - - -	- (440,115) 2,150,756 1,1 - 1,442,835 5,479,469 1,4	128,329 (1,836,250)	- 1,442,835 5,479,469 1,467,366 (2,237,567) 4,709,268 5,479,469 1,467,366 (2,237,567)	- - 4,709,268 5,479,469 1,467,366 (2,237,567) - - - - - 4,709,268 - - 4,709,268 5,479,469 1,467,366 (2,237,567) - - - - 4,709,268
Ending Balance (Deficit)	(2,564,320) 1,383,363 (442,678)	- (2,564,320) 1,383,363 (442,678) - (1,623,635) (956,113) 1,266,294 (766,130) -	(455,949) (1,070,796) 1,042,409 (1,012,755)	- (1,041,143) (4,203) 991,694 (1,427,605)	(440,115) 2,150,756 1,128,329 (1,836,250)	- 1,442,835 5,479,469 1,4	167,366 (2,237,567)	- 4,709,268 5,479,469 1,467,366 (2,237,567)	4,709,268 5,479,469 1,467,366 (2,237,567) 4,709,26

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

	Amount	
GL Account	Description	Amount
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)	815,176
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		815,176

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 2022-23	FY 2023-24	FY 2024-25	Select Fiscal Year	Total				
Contribution	1,000,000								1,000,000
Expenditures	-	500,000	500,000						1,000,000
Cumulative Balance	1,000,000	500,000	-	-	-	-	-		-

Amended request

Description	FY 2022-23	•	FY 2023-24	—	FY 2024-25 •	Select Fiscal Year	S	Select Fiscal Year	•	Select Fiscal Year	•	Select Fiscal Year	~	Select Fiscal Year	Total
Contribution	1,919,	,664													1,919,664
Expenditures			639,	.888	639,888	639,888	8								1,919,664
Cumulative Balance	1,919,	,664	1,279,	776	639,888	C	0		0		0		0	0	0

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

NEW REQUEST (Complete Section I, III, and IV only.) AMENDED REQUEST (Complete Sections I through IV.) **SECTION I: GENERAL INFORMATION** SUPERIOR COURT: PERSON AUTHORIZING REQUEST (Presiding Judge or Court Executive Officer): Monterev Chris Ruhl, CEO **CONTACT PERSON AND CONTACT INFO:** Colin Simpson colin.simpson@monterey.courts.ca.gov 831-775-5630 **DATE OF SUBMISSION:** TIME PERIOD COVERED BY THE **REQUESTED AMOUNT:** 8/4/2023 REQUEST, INCLUDING CONTRIBUTION \$38,389,00 Amended **AND EXPENDITURE:** FY 2023-2024 \$50,000.00 Original

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.):

Amended: The purchase of a new replacement hybrid vehicle is planned for August 2023. The court intended to make the purchase in FY 22-23 but due to limited stock availability pushed the purchase into early FY 23-24. The funds held on behalf request amount is being amended to be decreased by \$11,611.00 to \$38,389.00 for the expected final cost of the new court vehicle, a 2023 Toyota RAV4 Hybrid. The Court is requesting to transfer the \$11,611.00 excess funds to the Funds Held on Behalf request for Painting and Carpet which the Court will be filing a separate Amended Request for.

The purpose of this request is to fund the replacement of a 2007 Camry vehicle, a fixed asset. The replacement of this vehicle was delayed in 2023 due to low dealership inventories created by supply chain disruptions and high prices. In early 2022, the Court decided to replace a passenger vehicle with over 120,000 miles that relies only on unleaded fuel with the purchase of a hybrid fuel-efficient vehicle. The 2007 Camry also requires more ongoing maintenance

The purchase of the new hybrid vehicle was delayed due to the limited number of available new vehicles created by the auto industry's supply chain disruption which also resulted in significantly higher prices. The Court needs to replace the 2007 Camry with a new hybrid fuel-efficient vehicle to also mitigate employee safety concerns. The Court plans to purchase a replacement new hybrid vehicle in August 2023.

SECTION II: AMENDED REQUEST CHANGES

Please check the type of request:

A. Identify sections and answers amended.

Section I: Requested Amount, Reason for Request, Section IV

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

The requested amount and financial information were updated as the purchase of a new vehicle was not completed in FY 2022-2023. The final requested amount was decreased from \$50,000.00 to \$38,389.00 as the court now knows the final purchase amount for the vehicle which is planned to be purchased in August 2023. Section IVA through D were updated to reflect the additional year in court budgets, fund balances, requested funds held on behalf of the court in FY 2023–2024, and the updated vehicle cost. Section IVB could not be updated for FY 2023–2024 as the court is still in contract negotiations with the union but will update the worksheet once the budget is finalized.

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.

These funds reflect one-time costs for the acquisition of a fixed asset. Due to the uncertain nature of present and future funding for the judicial branch and trial courts, the court's operational funding would be negatively impacted

if it must absorb a reduction in funding of this amount. The one-time costs for the purchase of a new vehicle have already been determined in the court's operational budget. Though the court was hopeful that it would be able to purchase a new fuel-efficient vehicle in FY 2021-22, the delays and high prices created by the supply chain disruption forced it to postpone the purchase of the fixed asset to obtain a more favorable deal.

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 purchase of a new fuel-efficient sedan vehicle (hybrid) will provide safe transportation to court employees traveling between court locations and/or traveling outside the county.

- 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.

 If this request is not approved, the Court operations personnel will be compelled to continue to use a high mileage vehicle until it is not safe to drive. Currently, this vehicle requires higher levels of maintenance to reduce the risk of getting stranded on the highway or having mechanical problems while driving it. Due to the high mileage, the Court will only authorize the use of the vehicle for short distances within Monterey County. If the high mileage vehicle becomes unsafe to drive due to maintenance issues, it will be placed out of service. In the latter case, when necessary Court operations personnel will be asked to drive their personal vehicle for mileage reimbursement if no other Court vehicle is available.
- 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?

The one-time costs for the purchase of a new hybrid vehicle are consistent with the guidelines and intent of the TCTF Funds Held on Behalf of the Courts process. However, if the request is not approved, the Court will continue to use the high mileage vehicle or utilize other safer Court vehicles for employee travel. If there are no Court vehicles available, the employees will be asked to use their personal vehicle and submit a mileage reimbursement claim. If an employee does not have a personal vehicle, then the employee will not be able to travel, and Court operations will need to delay services or reassign another employee who has access to a personal vehicle.

SECTION IV: FINANCIAL INFORMATION

Ple	ease provide the following (table template provided for each):
Α.	Three-year history of year-end fund balances, revenues, and expenditures See attached
В.	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

Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2022-23				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,593,499	1,238,931	-	-	-	-	-	2,832,430
Revenues	29,710,696	1,495,552	865,314	-	-	-	-	32,071,562
Expenditures	28,944,113	1,257,281	1,327,544	-	-	-	-	31,528,938
Operating Transfers In (Out)	(462,230)		462,230	-	-	-	-	-
Ending Fund Balance	1,897,852	1,477,201	-	•	-	-	-	3,375,053

FY 2021-22				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,807,023	1,051,941	-	-	-	-	-	2,858,964
Revenues	26,620,111	1,130,177	688,555	-	-	-	-	28,438,843
Expenditures	26,494,236	943,439	1,027,702	-	-	-	-	28,465,377
Operating Transfers In (Out)	(339,399)	252	339,147	-	-	-	-	-
Ending Fund Balance	1,593,499	1,238,931	-	-	-	-	-	2,832,430

FY 2020-21				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,231,917	873,000	-					2,104,917
Revenues	24,565,282	550,258	674,882					25,790,421
Expenditures	23,672,052	373,161	991,161					25,036,374
Operating Transfers In (Out)	(318,123)	1,844	316,279					-
Ending Fund Balance	1,807,023	1,051,941	-	-	•	-	-	2,858,964

Application for TCTF Funds Held on Behalf of the Court

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

Current detailed budget projection	is for the fiscal years	ars the trial court would either be contributing to c	or receiving distributions from	n the TCTF fund balance held on the court's behalf																											
	FY 2022-23	₹	s	Select Fiscal Year ▼		FUNDS			Select Fiscal Year ▼	FUNDS		Select Fiscal Year	▼	FUNDS		Select Fiscal Ye	Year ▼	FUNDS		Select Fiscal Year ▼	FUNDS			elect Fiscal Year		FUNDS		Select Fiscal Year	▼	FUNDS	
Description	General	Special Revenue Special Revenue Capital Projects	cts Debt Service Proprietary	Fiduciary TOTAL General Special Revenu	nue Special Revenue Grant	e Capital Projects Debt Service	rice Proprietary Fiduciary	TOTAL	General Special Revenue Non-Grant	Special Revenue Grant Capital Projects Debt Service Proprie	ary Fiduciary TOTA	L General Special Re Non-Gr	venue Special Reven ant Grant	Capital Projects Debt Service Propri	tary Fiduciary TOTAL	Genera	Special Revenue Special Non-Grant G	evenue Capital Projects Debt Service Proprietary	Fiduciary TOTAL	General Special Revenue Non-Grant	Special Revenue Grant Capital Projects	Debt Service Proprietary Fiduciary	y TOTAL	General Special Rever	nue Special Revenue Cap	oital Projects Debt Service Proprieta	cary Fiduciary TOT	AL General S'	Special Revenue Spec Non-Grant	Pecial Revenue Grant Capital Projects Debt Service Pr	Proprietary Fiduciary 1
REVENUES		Hon Grant		Ton Granc	Crane				Tron Grant	Cidik		110.11 6.1	une Grune				Non Grant			item crant	Grant			Non Cran	Grane				Non Grant	Clun	
State Financing Sources	29,472,012	1,515,224		- 30,987,236				-				-				-			-				-					-	, —		
Grants	-	- 955,323 -		- 955,323				-				-				-			-				-					-	, —		
Other Financing Sources	400,501	404,446		- 804,947				-				-				-			-				- 1					-	,		
TOTAL REVENUES	29,872,513	1,919,670 955,323 -		- 32,747,506				-								-							-	-					-		
ENDITUDES																															
Plaries	15 /2/ 267	190 191 540 262	+ +	16 162 911		 					 			 			 	 	+ +	+	+								. — —		
off Reposits	9 722 262	95 470 217 707		- 10,103,611				<u> </u>				-				- -			-				-					-	. — —		
anoral Evnança	50/ 927	85,470 317,707 -		- 9,120,440				<u> </u>				-				- -			-									-	. — —		
eneral Expense	30,000	- 39,181 -	 	- 30,000				 				_							 		+		-						. — —		
elecommunications	168 093		 	- 168.093								-				_	- 		 	 	+								, —		
ostage	130,000		 	- 130,000				-				_				_			 		 								, —		
nsurance	22,000			- 22.000								_				_			 				_				-		, —		
avel in State	39.200			- 39.200				_				_				.			 										, —		
vel Out of State	7.111			- 7.111				_				-				-			-				-						. —		
ining	32,546	- 29.436 -		- 61.982				-				-				-			-		†		_						, —		1
curity	693,800			- 693,800				-				-							-		†		-					-	. —		1
cilities Operations	762,694			- 762,694				-				-				-			-				-					-	, —		
tilities	- 1							-				-				-			-				- 1					-	, —		
ontracted Services	2,278,364	142,345		- 2,420,709				-				-				-			-				- 1					-	,		
onsulting and Professional																													,		
ervices - County Provided	22,367	1,169,326		- 1,191,693				-				-				-			-				-					-	,		
nformation Technology (IT)	580,438	- 4,200 -		- 584,638				-				-				-			-				-					-			
ajor Equipment	517,122	- 283,803 -		- 800,925				-				-				-			-				-					-			
ther Items of Expense	12,010			- 12,010				-				-				-			-				-					-	,		
ror Costs	172,179			- 172,179				-				-				-			-				-					-	,		
ther	-							-				-				-			-				-					-			
ebt Service	-							-				-				-			-				-					-			
ourt Construction	-							-				-				-			-				-					-			
istributed Administration &																													,		
llocation	(193,000)	46,015 164,539 -		- 17,554				-				-				-			-				-								
rior Year Expense Adjustment	24,145	7,500		- 31,645				-				-				-			-				-					-			
TOTAL EXPENDITURES	30,051,536	46,015 164,539 - 7,500 - - 1,639,837 1,379,129 -		- 33,070,502				-			- -					-							-	-					-		
erating Transfers In (Out) nd Balance (Deficit) seginning Balance (Deficit) inding Balance (Deficit)	(423,806)	- 423,806 -						-				-				-			-				-					-			
Balance (Deficit)		<u> </u>	+ + +								 			 	- - - - - - - - - - 		- 	 	 	 	 				 		 		, — — —		
Beginning Balance (Deficit)	1.593.499	1.238.931 -	 	2.832.430 990.670 1.518.7	764 -	 . .	-	2,509,434	990.670 1.518.764		25	09.434 990.670 1.5	18.764	_	2.509.4	134 9	990.670 1.518.764		- 2,509 434	34 990,670 1,518,764 34 990,670 1,518,764		_ _	2.509.434	990.670 1 518	764 -			509.434 990.670	1.518.764		
Ending Balance (Deficit)	990 670	1.518.764	 	2,832,430 990,670 1,518,7 - 2,509,434 990,670 1,518,7	764 -	 		2,509,434	990,670 1,518,764 990,670 1,518,764			09.434 990.670 1.5	18.764	. . .	2.509.4	134	990,670 1,518,764 990,670 1,518,764		- 2 509 434	34 990.670 1.518.764	 		2 509 434	990.670 1 518	764 -			509.434 990.670	1.518.764		
manig bulunce (belief)	330,070	1,010,707		2,303,434 330,070 1,310,7	, o-1 -	<u> </u>	- 1 -	2,303,734	330,070 1,310,704	<u> </u>	- 2,3	55,.57 550,070 1,5		<u> </u>		.5.7 5.	330,070 1,310,707		2,303,434	5- 550,070 1,510,704	- 1 -		2,303,734	330,070 1,318,	-			330,070	1,310,704		

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

	Expenses Category	Amount
GL Account	Description	Amount
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	38,389
950000	Other Items of Expense	-
972000	Other	-
973000	Debt Service	-
983000	Court Construction	-
990000	Distributed Administration & Allocation	-
Total		38,389

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 2022-23	Select Fiscal Year	Total						
Contribution	50,000								50,000
Expenditures	50,000								50,000
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	FY 2022-23 V	FY 2023-24	Select Fiscal Year	Total					
Contribution	50,000	(11,611)							38,389
Expenditures	-	38,389							38,389
Cumulative Balance	50,000	-	-	-	-	-	-	-	-

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: PERSON AUTHORIZING REQUEST (Presiding Judge or Court Executive Officer): Monterev **CEO Chris Ruhl CONTACT PERSON AND CONTACT INFO:** Colin Simpson colin.simpson@monterey.courts.ca.gov 831-775-5630 **DATE OF SUBMISSION:** TIME PERIOD COVERED BY THE **REQUESTED AMOUNT:** REQUEST, INCLUDING CONTRIBUTION 9/21/2022 \$329,446, \$107,953 in FY 2022-2023 **AND EXPENDITURE:** FY 2021-2022 THROUGH 2023-2024

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.*):

Second Amendment: Due to global supply chain issues, the generator will not be delivered and installed until August 2023. The request reflects an expanded time period to include FY 2023–2024.

Amended: Phase III of the project to include a generator to support the energy capacity needs of the disaster recovery site, \$107,953 addition increasing the request amount from \$221,493 to \$329,446. The request also includes a carryover of \$48,537 from 2021–2022 as work has not been completed related to the original scope of the project.

Monterey County Superior Court requests \$329,445 to be held on the Court's behalf to upgrade the power infrastructure and data center (Main Data Facility, MDF) located in the Court's King City facility. This upgrade would allow the facility to become a disaster recovery site to meet existing and future information technology and operational needs.

The Monterey County Superior Court's current disaster recovery plan for technological systems, a critical component of business continuity, lacks resilience because both of the Court's current computer data centers are in close proximity of each other and, potentially, within the same disaster zone. In the case of a regional catastrophe caused by a flood, wildfire, earthquake, or other natural disasters, the Court cannot currently quickly recover critical technical systems and business applications necessary to re-establish core court operational functions. The inability to restore access to the Court's case management system, jury service application, electronic court record, and other essential systems within a realistic timeframe would stifle local access to justice and stall mandated responsibilities for possibly an extended period. Under the current conditions, it could take from days to weeks to recover from a disaster impacting both the Salinas and Marina data centers, even assuming the availability of network infrastructure and hardware, data facilities, and other resources necessary for system and application restoration. If faced with such a disaster and the inability to recover promptly, this would negatively impact the public's access to justice when most needed and erode public confidence.

Currently, the primary data center for the Monterey County Superior Court is housed at the main courthouse in Salinas, California. Due to the limited availability of telecommunications and other infrastructure services in specific geographic locations combined with the limited options for judicial branch-owned court facilities in Monterey County, the redundant computer facility resides in the courthouse located in Marina, California, approximately one mile from the Pacific Ocean and only eight miles from Salinas. This proximity raises concerns about critical system redundancy, especially in the instance of a sea intrusion-related disaster, as was detailed in the Judicial Council's audit finding in 2007. In addition, those eight miles that separate the Salinas and Marina data centers face three major threats: 1) floods from a one-hundred-year FEMA flood zone, 2) earthquakes from the San Andreas fault line, 3) and tsunamis swelling out of the Monterey deep-sea canyon caused by localized or remote seismic activity.

Although the Court is acutely aware of this risk, several factors have prevented us from implementing a comprehensive solution to mitigate the risk, not limited to funding. The Court explored building partnerships with other courts to locate disaster recovery systems jointly, but this option presents governance difficulties and proved to be an expensive alternative. In 2018, leveraging the innovation grant funds, Monterey led the cloud-based disaster recovery project in collaboration with 26 California Courts. The initiative's goal was to pilot and demonstrate the viability of cloud-based, emerging disaster recovery solutions for the timely recovery of critical court services. One of the key findings of the pilot project was that there are significant costs and complexities associated with deploying cloud-based recovery solutions rather than utilizing and building a local site-to-site disaster recovery infrastructure. At present, it is cost-prohibitive for Monterey to pursue emerging technologies.

To date, we had been unsuccessful in finding a viable and cost-effective solution for sharing and maintaining computer systems among various branch entities until the recent reopening of the King City Courthouse. With King City roughly 43 miles southeast of Salinas and a distance of approximately 25 miles from the Pacific Ocean with an intervening mountain range, this location as the secondary data center presents a lesser risk of both it and the primary Salinas Courthouse data center succumbing to the immediate impact and related aftereffects of the same catastrophic event.

Disaster Recovery is a crucial initiative outlined in the Judicial Branch Tactical Plan for Technology. It aligns with Goal 3: Advance IT Security & Infrastructure in the 2019-2022 Judicial Branch Strategic Plan. Reliable systems, applications, and supporting infrastructure are foundational to providing digital services and public access to justice.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

Second amendment: Section I, Expanded time period to include FY 2023–2024. Reason for Request, Section IV.

First amendment: Section I: Requested Amount, Reason for Request, Section IV

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

Second amendment: Section I, Expanded time period to include FY 2023–2024 due to delays caused by global supply chain issues. Sections IVA through D were updated to reflect the additional year in court budgets, fund balances, and timing of project expenditures. Section IVB could not be updated for FY 2023–2024 as the court is still in contract negotiations with represented staff but will update the worksheet once the budget is finalized.

First amendment: The requested amount and financial information were updated as the work was not completed in FY 2021–2022. In addition, the scope was increased to include Phase III of the project at an additional cost of \$107,953. The request also includes a carryover of \$48,537 from 2021–2022 as work has not been completed related to the original scope of the project. \$172,956 of the \$221,493 allocated in 2021–2022 was expended. The work that remains in FY 2022–2023 including the expanded scope has an estimated cost of \$156,490, increasing the total project cost to \$329,446. Section IVA through D were updated to reflect the additional year in court budgets, fund balances, requested funds held on behalf of the court in FY 2022–2023, and the updated estimated project cost. Section IVB could not be updated for FY 2022–2023 as the court is still in contract negotiations with the union but will update the worksheet once the budget is finalized.

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.

These funds are needed to acquire equipment and procure related goods and services necessary for this project. This is a significant one-time outlay of funds for court infrastructure that the Court could not assume to include in its operational costs. The one-time costs of the project are outside the operating costs for the Court, but the ongoing costs are being determined and assumed in the Court's operating budget

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 robust disaster recovery program is a critical component of an organization's continuity of operations or business continuity plan. The new King City Courthouse disaster recovery site would reduce the risks that a flood, wildfire, earthquake, tsunami or other natural disasters present to the Court's critical technical systems and business applications necessary to core court operational functions. The inability to restore access to the Court's case management system, jury service application, electronic court record, and other essential systems within a realistic timeframe would stifle local access to justice and stall mandated responsibilities for possibly an extended period. Under the current conditions, it could take from days to weeks to recover from a disaster impacting both the Salinas and Marina data centers, even assuming the availability of network infrastructure and hardware, data facilities, and other resources necessary for system and application restoration. If faced with such a disaster and the inability to recover promptly, this would negatively impact the public's access to justice when most needed and erode public confidence.

- 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.

Under the current conditions, it could take from days to weeks to recover from a disaster impacting both the Salinas and Marina data centers, even assuming the availability of network infrastructure and hardware, data facilities, and other resources necessary for system and application restoration. If faced with such a disaster and the inability to recover promptly, this would negatively impact the public's access to justice when most needed and erode public confidence.

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

Under the current conditions, it could take from days to weeks to recover from a disaster impacting both the Salinas and Marina data centers, even assuming the availability of network infrastructure and hardware, data facilities, and other resources necessary for system and application restoration. If faced with such a disaster and the inability to recover promptly, this would negatively impact the public's access to justice when most needed and erode public confidence.

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 one-time local costs of this IT infrastructure project are outside the operating costs for the Court and are consistent with the guidelines and intent of the TCTF Funds Held on Behalf of the Courts process. Without the TCTF FHOB process, the Court would need to significantly reduce its capacity to provide planned services in order to fund these costs necessary to open and put the disaster recovery site into operation, thereby negatively impacting the public.

SECTION IV: FINANCIAL INFORMATION

Ple	ease provide the following <i>(table template provided for each)</i> :
Α.	Three-year history of year-end fund balances, revenues, and expenditures See attached
В.	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

Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2022-23				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,593,499	1,238,931	-	-	-	-	-	2,832,430
Revenues	29,710,696	1,495,552	865,314	-	-	-	-	32,071,562
Expenditures	28,944,113	1,257,281	1,327,544	-	-	-	-	31,528,938
Operating Transfers In (Out)	(462,230)		462,230	-	-	-	-	-
Ending Fund Balance	1,897,852	1,477,201	-	-	-	-	-	3,375,053

FY 2021-22				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,807,023	1,051,941	-	-	-	-	-	2,858,964
Revenues	26,620,111	1,130,177	688,555	-	-	-	-	28,438,843
Expenditures	26,494,236	943,439	1,027,702	-	-	-	-	28,465,377
Operating Transfers In (Out)	(339,399)	252	339,147	-	-	-	-	-
Ending Fund Balance	1,593,499	1,238,931	-	-	-	-	-	2,832,430

FY 2020-21				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,231,91	873,000	-					2,104,917
Revenues	24,565,28	550,258	674,882					25,790,421
Expenditures	23,672,05	373,161	991,161					25,036,374
Operating Transfers In (Out)	(318,12	3) 1,844	316,279					-
Ending Fund Balance	1,807,02	1,051,941	-	-	-	-	-	2,858,964

Application for TCTF Funds Held on Behalf of the Court

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

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

	Expenses Category	Amount
GL Account	Description	Amount
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	392,756
950000	Other Items of Expense	-
972000	Other	-
973000	Debt Service	-
983000	Court Construction	-
990000	Distributed Administration & Allocation	-
Total		392,756

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

Original Request:

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Description	FY 2021-22	Select Fiscal Year	Total						
Contribution	221,493								221,493
Expenditures	221,493								221,493
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	FY 2021-22	FY 2022-23	FY 2023-24	Select Fiscal Year	Total				
Contribution	221,493	107,953							329,446
Expenditures	172,956	109,830	109,970						392,756
Cumulative Balance	48,537	46,660	(63,310)	(63,310)	(63,310)	(63,310)	(63,310)	(63,310)	(63,310)

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of reques	it:	OUNCILOR
■ NEW REQUEST (Complete Sec	tion I, III, and IV only.)	O PARTIE DE LA PROPERTIE DE LA
AMENDED REQUEST (Comple	te Sections I through IV.)	1926
SECTION I: GENERAL INFORMA	ATION	
SUPERIOR COURT: Monterey	PERSON AUTHORIZING REQUEST (Preside CEO Chris Ruhl	ling Judge or Court Executive Officer):
	CONTACT PERSON AND CONTACT INFO Colin Simpson colin.simpson@monterey.c	
DATE OF SUBMISSION:	TIME PERIOD COVERED BY THE	REQUESTED AMOUNT:
9/21/2022	REQUEST, INCLUDING CONTRIBUTION	\$297,095, \$50,000 in FY 2022–2023
	AND EXPENDITURE: FY 2020-21	
	THROUGH 2024-25	

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.*):

Second Amendment: due to the facility being shared with the County and coordinating with them in the scheduling of their capital projects, the interior and exterior improvement projects likely will not be completed until FY 2024–2025. The request reflects an expanded time period to include FY 2023–2024 and FY 2024–2025.

Amended: Landscaping and Parking Lot Improvements \$50,000 addition increasing the request amount from \$247,095 to \$297,095. The request also includes a carryover of \$38,504 from 2021–2022 as work has not been completed related to the original scope of the project.

As part of the Monterey County Superior Court's efforts to reestablish services for the residents of South Monterey County at the King City Courthouse, the Court requests funds to be held on behalf to continue its efforts to improve landscaping and the safety conditions of the parking lot. The King City Courthouse parking lot is in need of significant improvements to prevent damage to the Court and visitors' vehicles. In addition, it became evident that the landscaping, just like the parking lot, reflected many years of neglect which has created safety hazards for the visiting public.

The Court plans to work closely with the JCC Facilities Management Unit and the County of Monterey Public Works to make improvements that will make the exterior of the facility dignified and safe for walking on the sidewalk or through landscaping areas. The projects will entail working to reconstruct or chip seal and restripe the parking lot and improve landscaping by adding shrubs and other low-maintenance plants.

South Monterey County residents make up roughly 17% of Monterey County's population – many of whom lack access to legal services and represent themselves in court, have little access to reliable transportation including public transit, making court appearances or utilizing court resources in Salinas and Monterey difficult and time consuming, and do not have the financial flexibility to miss entire days of work for which they would go unpaid. The court recognizes the need for additional court services in South Monterey County, particularly for self-represented litigants (SRL's) in civil, family law, and guardianships. The court estimates the number of South County SRL's to be greatest in family law, small claims and child support. To better serve and meet the needs of South Monterey County, the court plans to reestablish services at its King City Courthouse. As currently conceived, the courthouse would consist of one hearing room size, multi- purpose courtroom equipped with video remote equipment. Consistent with the Chief Justice's vision for remote hearings in non-criminal case types, this courtroom would allow judicial officers to either appear in person or via video remote for hearings in the following categories: traffic, small claims, restraining orders, name changes, guardianships and some family law matters. Specifically, planned services include:

- Traffic and small claims matters would be heard 2 days per month.
- Self-Help services would be provided on a 2 day per week basis.
- On the days that Self-Help services are offered, court administrative services would also be available (accepting payments, filing documents, etc.).

- Remote hearings in guardianships, restraining orders and family law matters would be scheduled as the ability to provide these hearings is operationalized.
- Remote or in person meeting space for Family Law matters, including instructional videos, mediations and consultations, would be a part of the court facility.
- Meeting space for court personnel and/or court focused community support organizations (YWCA, LSFS, others) is also part of the facility plan.

In order to reestablish services in King City, the court will need to expend significant one-time monies to make the courthouse operational again. The Judicial Council (JCC) and the County of Monterey have already committed significant resources to this project. The timing of the court's role in readying the courthouse depends on the completion of projects to:

- 1. Replace the roof of the building, which has already been approved by the JCC's Trial Court Facilities Modification Advisory Committee (TCFMAC) and funded by the JCC and the county the building is jointly occupied by the court and the county with the project managed by the JCC.
- Subsequently complete significant interior facility repairs, as approved by the JCC's TCFMAC.

After the above repairs took place, the court initially expected to expend \$366,359 to renovate, equip, and furnish the King City Courthouse. With some estimated cost savings, the project is now expected to cost \$337,613. Of this amount, \$297,095 would be funded through the TCTF Funds Held on Behalf of the Court process with \$169,454 previously allocated to the court in FY 2020–2021 and \$77,641 allocated in FY 2021–2022. Costs include IT equipment, furniture, partitions, paint and flooring. The ongoing costs have already been determined and assumed in the court's operational budget.

For many years the Monterey Superior Court provided court administrative services, a pretrial courtroom and a parttime traffic commissioner hearing room in South Monterey County at the King City Courthouse. In 2013, due to a severe reduction in funding across the judicial branch, the court cut staff court-wide by over 20% and the King City Courthouse, which the Judicial Council had planned to replace with a new courthouse in Greenfield, was closed. Unfortunately, late in 2013, the Judicial Council suspended and later cancelled the construction of the Greenfield Courthouse due to the same funding crisis.

In 2018, in an effort to address the needs of South Monterey County residents, the court collaborated with the city of Greenfield to begin offering Self-Help services one-half day a month from the Greenfield City Council chambers. Beginning in 2019, Self-Help services in both English and Spanish were available in Greenfield twice a month. In addition, a commissioner heard traffic and small claims matters once a month. Unfortunately, the COVID-19 pandemic forced the court to shutter services at this location. However, even before the COVID-19 pandemic, the court recognized that Greenfield was not a preferred permanent solution since it was not a dedicated space for the court. While technology allowed the court to "move into" this space each day services were offered, the set up and take down each time is suboptimal and leaves little opportunity for meaningful expansion of services.

The court's vision for additional services in South County will begin with a focus on delivery of robust Self-Help services. During the time these services have been offered in Greenfield, the participation suggests that additional Self-Help services will be used by the community. Users of the Self-Help services offered in Greenfield 2 days per month increased from an average of 9 per month in the first 6 months to 30 per month for 2019. The court's vision is also to develop a roll out for a variety of court hearings in traffic, small claims, restraining orders, name changes, guardianships and some family law matters. Many of these hearings are specialized areas of the law, involving a judge knowledgeable on the particular topics. As such, these are not matters that can be handled by one individual judicial officer. To be able to deliver a diverse set of court hearings in South County, many of the appearances by individuals will be remote hearings into a courtroom in one of the primary court facilities in Monterey or Salinas. Litigants will have the option to appear personally in the court in which the judicial officer is located, or remotely via video at the King City Courthouse. In order to accomplish these goals, it will be necessary to develop a dedicated facility to provide Self-Help Services, administrative services, court hearings and remote hearings. The facility may also provide remote capabilities, meeting space and conference space for Family Law mediation services and for other court-related community-based organizations.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

Second amendment: Section I, Expanded time period to include through FY 2024–2025. Reason for Request, Section IV.

First amendment: Section I: Requested Amount, Reason for Request Section IIIA, Section IV

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

Second amendment: Section I, Expanded time period to include through FY 2024–2025 due to the facility being shared with the County and coordinating the scheduling of their capital projects. Sections IVA through D were updated to reflect the additional year in court budgets, fund balances, and timing of project expenditures. Section IVB could not be updated for FY 2023–2024 as the court is still in contract negotiations with represented staff but will update the worksheet once the budget is finalized.

First amendment: The requested amount and financial information were updated as the work was not completed in FY 2020–2021 and FY 2021–2022. In addition, the scope was increased to include work on the exterior of the courthouse at a cost of \$50,000. The request also includes a carryover of \$38,504 from 2021–2022 as work has not been completed related to the original scope of the project. \$39,137 of the \$77,641 allocated in 2021–2022 was expended. The originally requested amount of \$169,454 was exhausted to support \$173,480 in expenditures in FY 2020–2021. The work that remains in FY 2022–2023 including the expanded scope has an estimated cost of \$88,504, increasing the total project cost to \$337,613 and the request to \$297,095 with \$247,095 already allocated to the court in the prior years and \$50,000 to be allocated in FY 2022–2023. Section IIIA was updated to reflect that the project timeline now extends into FY 2022–2023. Section IVA through D were updated to reflect the additional year in court budgets, fund balances, requested funds held on behalf of the court in FY 2022–2023, and the updated estimated project cost. Section IVB could not be updated for FY 2022–2023 as the court is still in contract negotiations with the union but will update the worksheet once the budget is finalized.

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 threeyear encumbrance term.

These funds reflect a large portion of one-time project costs to renovate, equip, and furnish the King City courthouse so that it may be reopened to serve the public as described above. The Judicial Council and the County of Monterey have already committed significant resources to this project. In addition, given the uncertain nature of present and future funding for the judicial branch and trial courts, the court's operational funding would be negatively impacted if it must absorb a reduction in funding of this amount while still funding the courthouse project which it had originally hoped to initiate work on in FY 2019-20. The one-time costs of the project are outside the operational costs for the court, but the ongoing costs have already been determined and assumed in the court's operational budget. The timing of the court's role in readying the courthouse depends on the completion of projects to replace the roof of the building and to make interior repairs, as set forth in Section I above. Though the court was hopeful that it would be able to complete its work in FY 2021-22, the timing of the completion of the first two phases was not definite, and the court needs the funds held on its behalf so that it may, after completion of the two phases, contract with vendors and initiate and continue the work on the project through FY 2022-2023.

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?

South Monterey County residents make up roughly 17% of Monterey County's population – many of whom lack access to legal services and represent themselves in court, have little access to reliable transportation, including public transit, making court appearances or utilizing court resources in Salinas and Monterey difficult and time consuming, and do not have the financial flexibility to miss entire days of work for which they would go unpaid. The court recognizes the need for additional court services in South Monterey County, particularly for self-represented litigants (SRL's) in civil, family law, and guardianships. The court estimates the number of South County SRL's to be greatest in family law, small claims and child support. To better serve and meet the needs of South Monterey County, the court plans to re-establish services at its King City Courthouse. As currently conceived, the courthouse would consist of one hearing room size, multi- purpose courtroom equipped with video remote equipment. Consistent with the Chief Justice's vision for remote hearings in non-criminal case types, this courtroom would allow judicial officers to either appear in person or via video remote for hearings in the following categories: traffic, small claims, restraining orders, name changes, guardianships and some family law matters. Specifically, planned services include:

- Traffic and small claims matters would be heard 2 days per month.
- Self-Help services would be provided on a 2 day per week basis.

- On the days that Self-Help services are offered, court administrative services would also be available (accepting payments, filing documents, etc.).
- Remote hearings in guardianships, restraining orders and family law matters would be scheduled as the ability to provide these hearings is operationalized.
- Remote or in person meeting space for Family Law matters including instructional videos, mediations and consultations would be a part of the court facility.
- Meeting space for court personnel and/or court focused community support organizations (YWCA, LSFS, others) is also part of the facility plan.
- 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.

Given the uncertain nature of present and future funding for the judicial branch and trial courts due to the COVID-19 pandemic and its economic impact, the court's operational funding would be negatively impacted if it must absorb a reduction in funding of this amount while still funding the courthouse project which it had originally hoped to initiate work on in FY 2019-20. As the Judicial Council and the county have already committed significant resources to this project, the court does not see the discontinuation of the project as a viable or responsible option and would have to absorb the unfunded portion of the project, thereby negatively impacting the funding of other essential court operations. Alternatively, the court could consider cutting its one-time project costs, reducing its capacity to provide planned services and thereby negatively impacting the underserved South Monterey County population.

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

 Given the uncertain nature of present and future funding for the judicial branch and trial courts due to the COVID-19 pandemic and its economic impact, the court's operational funding would be negatively impacted if it must absorb a reduction in funding of this amount while still funding the courthouse project which it had originally hoped to initiate work on in FY 2019-20. As the Judicial Council and the county have already committed significant resources to this project, the court does not see the discontinuation of the project as a viable or responsible option and would have to absorb the unfunded portion of the project, thereby negatively impacting the funding of other essential court operations and services to the public. Alternatively, the court could consider cutting its one-time project costs, reducing its capacity to provide planned services and thereby negatively impacting the underserved South Monterey County population.
- 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 one-time costs of this facility-related project are outside the operational costs for the court and are consistent with the guidelines and intent of the TCTF Funds Held on Behalf of the Courts process. The court could consider cutting its one-time project costs, reducing its capacity to provide planned services and thereby negatively impacting the underserved South Monterey County population.

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

Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2022-23				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,593,499	1,238,931	-	-	-	-	-	2,832,430
Revenues	29,710,696	1,495,552	865,314	-	-	-	-	32,071,562
Expenditures	28,944,113	1,257,281	1,327,544	-	-	-	-	31,528,938
Operating Transfers In (Out)	(462,230)		462,230	-	-	-	-	-
Ending Fund Balance	1,897,852	1,477,201	-	-	-	-	-	3,375,053

FY 2021-22				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,807,023	1,051,941	-	-	-	-	-	2,858,964
Revenues	26,620,111	1,130,177	688,555	-	-	-	-	28,438,843
Expenditures	26,494,236	943,439	1,027,702	-	1	-	-	28,465,377
Operating Transfers In (Out)	(339,399)	252	339,147	-	-	-	-	-
Ending Fund Balance	1,593,499	1,238,931		-	•	-	-	2,832,430

FY 2020-21	•				FUI	NDS			
Description		General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance		1,231,917	873,000	-					2,104,917
Revenues		24,565,282	550,258	674,882					25,790,421
Expenditures		23,672,052	373,161	991,161					25,036,374
Operating Transfers In (Out)		(318,123	1,844	316,279					-
Ending Fund Balance		1,807,023	1,051,941	-	-	-	-	-	2,858,964

Application for TCTF Funds Held on Behalf of the Court

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

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

	Expenses Category	Amount
GL Account	Description	Amount
900000	Salaries	-
910000	Staff Benefits	-
920001	General Expense	88,470
924000	Printing	-
925000	Telecommunications	-
926000	Postage	-
928000	Insurance	-
929000	Travel in State	-
931000	Travel Out of State	-
933000	Training	-
934000	Security	-
935000	Facilities Operations	208,141
936000	Utilities	-
938000	Contracted Services	14,956
940000	Consulting and Professional Services - County Provided	-
943000	Information Technology (IT)	5,141
945000	Major Equipment	20,905
950000	Other Items of Expense	-
972000	Other	-
973000	Debt Service	-
983000	Court Construction	-
990000	Distributed Administration & Allocation	-
Total		337,613

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 2021-22 	Select Fiscal Year	Total					
Contribution	169,454								169,454
Expenditures	169,454								169,454
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	FY 2020-21 V	FY 2021-22 V	FY 2022-23 🔻	FY 2023-24 V	FY 2024-25	Select Fiscal Year	Select Fiscal Year	Select Fiscal Year	Total
Contribution	169,454	77,641	50,000						297,095
Expenditures	169,454	38,504	15		129,641				337,613
Cumulative Balance	-	39,137	89,122	89,122	(40,518)	(40,518)	(40,518)	(40,518)	(40,518)

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



SECTION I: GENERAL INFORM	IATION	
SUPERIOR COURT: Monterey	PERSON AUTHORIZING REQUEST (Preside Chris Ruhl, CEO	ding Judge or Court Executive Officer):
	CONTACT PERSON AND CONTACT INFO Colin Simpson colin.simpson@monterey.co	
DATE OF SUBMISSION: 8/4/2023	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY 2023-2024	REQUESTED AMOUNT: \$515,505.00 Amended \$250,000.00 Original

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.*):

Amended: The Paint and Carpet funds held on behalf request is being amended to increase from \$250,000 to \$515,505 for a total increase of \$265,505. For this increase, \$11,611.00 is requested to be transferred from the Court's Fleet funds held on behalf amended request which decreased based on the final acquisition cost. The remaining \$253,894 increase is requested as additional funds for FY 2023-2024 which are deemed necessary to complete the projects outlined.

In FY 2022–2023, the Court issued an RFP and awarded a contract for indoor painting services in the amount of \$290,424. This amount exceeded the court's initial cost estimate of \$150,000. While a contract was issued in FY 2022–2023, the work for this project is not expected to be completed until FY 2023–2024.

In FY 2022–2023, the Court also issued an RFP for carpet installation services. While the court has received bids for this project, the bids provided to date far exceeded the \$100,000 initial estimated cost. The Court had not yet awarded the project as of June 30, 2023, and plans to award and complete the project in FY 2023–2024.

The purpose of this request is to fund maintenance and repair projects allowed under rule 10.810 of the California Rules of Court to replace the flooring, painting, and other interior repairs, as needed, at the Salinas and Marina Courthouses.

The Salinas Courthouse is a trial court facility built in 1967 and renovated in October 2010. This is a four-story facility with 97,394 square feet of office space, 11 courtrooms, 12 judicial officer chambers, 9 holding cells for prisoners, a sally port, a large jury assembly room with commercial carpet with a capacity to accommodate 200 jurors, and other areas required for court operations. The Salinas Courthouse is in a mixed residential and business area in the City of Salinas (2020 population 153,177), located at 240 Church St., Salinas, CA 93901. The cases heard at the Salinas Courthouse are felony, misdemeanor, and juvenile dependency cases

The Marina Courthouse is a trial court facility built in 1997. This facility is a single-story with approximately 15,347 square feet of office space, 2 courtrooms, 9 walk-up windows, 2 judicial officer chambers, 2 holding cells for prisoners, a sally port, a large lobby area with commercial carpet, and other areas required for court operations. The Marina Courthouse is in a mixed residential and business area in the City of Marina (2020 population 21,996), located at 3180 Del Monte Boulevard, Marina, CA 93933. This facility has parking for a total of 116 above-parking spaces. The cases heard at the Marina Courthouse are Traffic, DCSS, and Small Claims.

Due to the active use of the premises in these facilities by the public and employees, the Marina and Salinas Courthouses are in need of new paint and the replacement of carpet/flooring in various heavily trafficked areas. The Court plans to paint and add FRP veneer, where it is feasible, in sections of the public hallways. The court plans to use funds to paint and replace carpets in several employee hallways, breakrooms, and offices that are in poor condition and require maintenance.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

Section I: Requested Amount, Reason for Request, Section IV

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

The requested amount and financial information were updated as the interior painting and carpet installation projects were not completed in FY 2022–2023. The final requested amount was increased from \$250,000 to \$515,505 as the interior painting contract award amount, resulting from a competitive bid process, was \$290,424 and the bids received to date for the carpet installation project have far exceeded the court's initial estimates. Sections IVA through D were updated to reflect the additional year in court budgets, fund balances, and requested funds held on behalf of the court in FY 2023–2024. Section IVB could not be updated for FY 2023–2024 as the court is still in contract negotiations with represented staff but will update the worksheet once the budget is finalized.

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 threeyear encumbrance term.

These funds reflect one-time funding to cover the costs for flooring, painting, and other interior repairs, as needed, at the Salinas and Marina Courthouses. This is a significant one-time outlay of funds for court infrastructure that the Court could not assume to include in its operational costs.

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 Court plans to fund its facilities maintenance program and rule 10.810 to provide a suitable work environment for its employees and the visiting public to continue to provide important services that meet the Judicial Branch's goal of access to justice.

- 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.

Given the uncertain nature of future funding for the judicial branch due to inflationary pressures, the court's operational funding would be negatively impacted if it must absorb the amount of \$515,505 for these projects. The consequences of not receiving approval for this request would result in the court's public hallways and employee work areas remaining in a dilapidated condition and continue to need replacement flooring and painting, among other repairs. Employee morale would also be negatively impacted if work areas are not adequately maintained.

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

 Given the uncertain nature of future funding for the judicial branch due to inflationary pressures, the court's operational funds would be negatively impacted if it was forced to absorb the \$515,505 funding for facilities project work. The public would also be compelled to access services in dilapidated facilities. At times, the public may have limited access to justice when public lobby areas become a safety hazard around flooring that suffered from lack of maintenance.
- 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 one-time costs for the replacement of flooring, painting, and other interior repairs are needed at the Salinas and Marina Courthouses. The funding for these costs are consistent with the guidelines and intent of the TCTF Funds Held on Behalf of the Courts.

If the TCTF FHOB request is not approved, then the Court would need to address safety hazards in carpeting, as needed, and schedule painting public and employee hallways intermittently as funds become available as well as make other rule 10.810 facility maintenance repairs. The ability to hold funding in the TCTF is a preferred alternative to efficiently schedule facilities maintenance work, instead of doing it piecemeal which would create delays and overall ineffective to support employee safety in our courthouse.

SECTION IV: FINANCIAL INFORMATION

	Please provide the following (table template provided for each):
1	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

Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2022-23				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,593,499	1,238,931	-	-	-	-	-	2,832,430
Revenues	29,710,696	1,495,552	865,314	-	-	-	-	32,071,562
Expenditures	28,944,113	1,257,281	1,327,544	-	-	-	-	31,528,938
Operating Transfers In (Out)	(462,230)		462,230	-	-	-	-	-
Ending Fund Balance	1,897,852	1,477,201	-	-	-	-	-	3,375,053

FY 2021-22				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,807,023	1,051,941	-	-	-	-	-	2,858,964
Revenues	26,620,111	1,130,177	688,555	-	-	-	-	28,438,843
Expenditures	26,494,236	943,439	1,027,702	-	-	-	-	28,465,377
Operating Transfers In (Out)	(339,399)	252	339,147	-	-	-	-	-
Ending Fund Balance	1,593,499	1,238,931	-	-	-	-	-	2,832,430

FY 2020-21				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,231,91	873,000	-					2,104,917
Revenues	24,565,28	550,258	674,882					25,790,421
Expenditures	23,672,05	373,161	991,161					25,036,374
Operating Transfers In (Out)	(318,12	3) 1,844	316,279					-
Ending Fund Balance	1,807,02	1,051,941	-	-	-	-	-	2,858,964

Application for TCTF Funds Held on Behalf of the Court

Sec. IV.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

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	FY 2022-23	-	FUNDS	Ça	elect Fiscal Year	▼	FUNDS		Selec	ect Fiscal Year	▼	FUNDS			Select Fiscal Year	-		FUNDS		Sele	elect Fiscal Year	▼ F	UNDS		5	Select Fiscal Year	—	FL	UNDS		Select Fiscal Yea	ar 🔻		FUNDS		Select Fr	ciscal Year	,	FUNDS	
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Description	General	Non-Grant Grant	Capital Projects Debt Service	Proprietary Fiduciary TOTAL	General Special	-Grant Grant Capi	tal Projects Debt Service	ce Proprietary Fiduciary	TOTAL	General	lon-Grant Grant	Capital Projects De	ebt Service Proprietary	Fiduciary TOTAL	General	Non-Grant	Grant	l Projects Debt Service	Proprietary Fiduciary	TOTAL	General Special Re	Int Grant Capital F	Projects Debt Service Propr	rietary Fiduciary	TOTAL	General	Non-Grant G	Capital P	Projects Debt Service Proprietary	Fiduciary T	OTAL Genera	Non-Grant	Grant Capi	oital Projects Debt Service	Proprietary Fiduciary	TOTAL GF	General Non-Grant	nt Grant	pital Projects Debt Service P	oprietary Fiduciary TOTAL
Description REVENUES		Non-Grant Grant			INOIT	I-Grant Grant				,	ton-Grant Grant					Non-Grant	Grant				iton-ci	Grant					Non-Grant Gr	idit				Non-Grant	Grant			. —	- Iton-Grane	Grant		
State Financing Sources	29 472 (12 1 515 224		30 987 236					- - 						_	+						- - - - - - - - - - 			_					+ + + + + + + + + + + + + + + + + + + +					 	, —				
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Other Financing Sources	400.5	01 404.446		804.947					-						-					-					-					1	-					, —				
TOTAL REVENUE	29,872,	13 1,919,670 955	5,323	32,747,506	-					-	-			-		- 1	-			-	-				-	-	-	-		- 1	-		-			, -	-			
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Printing	30.0	00 -		30,000											_	+				_					_					+ + + + + + + + + + + + + + + + + + + +	_				 	, —				
Telecommunications	168.0	93 -		168.093					_						-					-					_					1	-					,				
Postage	130.0	00 -		130,000					-						-					-					-						-									
Insurance	22,0	00 -		22,000					- 1						-					-					-						-					-				
Travel in State	39,2	00 -		39,200					-						-					-					-						-									
Travel Out of State	7,:			7,111					-						-					-					-						-									
Training	32,!	46 - 29	9,436	61,982					-						-					-					-						-									
Security	693,8	-		693,800					-						-					-					-						-									
Facilities Operations	762,0	94 -		762,694					-						-					-					-						-									
Utilities		-							-						-					-					-						-									
Contracted Services	2,278,3	64 142,345		2,420,709					-						-					-					-						-					-				
Consulting and Professional																																				,				
Services - County Provided	22,3	67 1,169,326		1,191,693					-						-					-					-						-					· -				-
Information Technology (IT)	580,4	38 - 4	4,200	584,638					-						-					-					-						-					-				
Major Equipment	517,3	22 - 283	3,803	800,925					-						-					-					-					 	-					,				
Other Items of Expense	12,0	10 -		12,010					-						-	+								- 	-					+	-				 	,——-				
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Allocation	(193.0	00) 46.015 164	4,539	17.554					_						.					.					_						-									
Prior Year Expense Adjustment	24.:	45 7.500		31.645					-						-					-					-						-					, -				
TOTAL EXPENDITURE	30,051,	00) 46,015 164 45 7,500 36 1,639,837 1,379	9,129	33,070,502				<u>-</u> -	-		-	- -		-		-					<u>-</u>						<u>-</u>	-		_	-					,	-			
Operating Transfers In (Out)	(422.9	06)	3 806	17,554 31,645 33,070,502											_																_									
operating fransiers in (out)	(423,0	- 423	5,000						-						-										-						-									
Fund Balance (Deficit)	<u> </u>																																		1	(
Beginning Balance (Deficit)	1,593,4	99 1,238,931	-	2,832,430	990,670	1,518,764 -	- -		2,509,434	990,670	1,518,764	- -	- -	- 2,50	9,434 990,670	1,518,764	-	- -		2,509,434	990,670 1,5	.8,764	- -	- -	2,509,434	990,670	1,518,764 1,518,764	-		-	2,509,434 99 2,509,434 99	00,670 1,518,764	54 -			2,509,434	990,670 1,518,7	,/64 -		2,509,43 2,509,43
Ending Balance (Deficit)	990,0	70 1,518,764	- - -	- - 2,509,434	990,670	1,518,764 -	- -		2,509,434	990,670	1,518,764	- -	- -	- 2,50	9,434 990,670) 1,518,764	-	- -	- -	2,509,434	990,670 1,5	.8,764 -	- -	- -	2,509,434	990,670	1,518,764	-	- -	-	2,509,434 99	90,670 1,518,764	54 -	- -	- -	2,509,434	990,670 1,518 ~	,/64 -	- -	- - 2,509, <i></i> €

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

	Expenses Category	Amount
GL Account	Description	Amount
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	515,505
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	-
Total		515,505

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 2021-22		Select Fiscal Year	V	Select Fiscal Year	V	Select Fiscal Year	lacksquare	Select Fiscal Year	Select Fiscal Year	•	Select Fiscal Year	•	Select Fiscal Year	▼	Total
Contribution	250,00	00														250,000
Expenditures	250,00	00														250,000
Cumulative Balance	-			-		-		-	-		-		-		-	-

Amended request

Description	FY 2021-22	FY 2022-23	Select Fiscal Year	Total					
Contribution	250,000	265,505							515,505
Expenditures	-	515,505							515,505
Cumulative Balance	250,000	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:			OUNCIL OF
NEW REQUEST (Complete Section	I, III, and IV only.)		TVI) IFOR
AMENDED REQUEST (Complete S	Sections I through IV.)		1926
SECTION I: GENERAL INFORMATI	ON		
SUPERIOR COURT: San Joaquin	PERSON AUTHORIZING REQUEST (Presid Stephanie Bohrer, Court Executive Officer		rt Executive Officer):
	CONTACT PERSON AND CONTACT INFO: lcourtright@sjcourts.org	Linda Courtrigh	t CFO, 209 992-5217,
DATE OF SUBMISSION: 8/3/2023	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: AUGUST 2023 TO JUNE 2025	REQUESTED A \$4,330,507	MOUNT:
REASON FOR REQUEST (Please by project/proposal. Use attachments if a	riefly summarize the purpose for this request, in additional space is needed.):	ncluding a brief de	escription of the
	avings to build out one shelled courtroom 6B in ointed in FY19/20. This FHOB application is to truction phase of the project.		
We anticipate that the project will take	e four years to complete.		
SECTION II: AMENDED REQUEST	CHANGES		
A. Identify sections and answers a	amended.		
	22/23 was \$4,463,211 with a completion date of 6/30/23 with a completion date of January 20 Y 23/24 work.		
B. Provide a summary of the chan	ges to the request.		
	, 2022 was for \$212,917 for the design and pla continue with our shelled courtroom buildout.	nning phase of the	e project. This
SECTION III: TRIAL COURT OPERA	ATIONS AND ACCESS TO JUSTICE		
A. Explain why the request does r year encumbrance term.	not fit within the court's annual operational l	budget process	and the three-

The projected cost of one courtroom is \$4,543,424 which is much higher than our 22/23 available fund balance. It will take up to three years of accumulated savings to have enough money to build out our shelled courtroom.

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 will provide one additional courtroom to accommodate our FY 19/20 new judicial position and will be available for Court trials.

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.

On February 4, 2021 we sent a request to Facilities Services for the Judicial Council to finish our two shelled courtrooms. Due to budgetary constraints, the Judicial Council has not been able to accommodate our request. While the Judicial Council is finishing one of our shelled courtrooms 5B for the new judicial position allocated in FY 22/23, there is no funding for the FY 19/20 new judicial position. We do not see another way at this point to finish out the remaining shelled courtroom. If our request is denied, we will have a judge without an assigned courtroom.

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

Being down one courtroom will add to our backlogs which will negatively impact the public.

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 3% fund balance constraint prevents our Court from accumulating the savings necessary to build out our shelled courtroom. It will take up to three years of savings to be able to complete this project. The only other alternative is if the Judicial Council pays for the review, contractor procurement and construction of the one remaining shelled courtroom.

SECTION IV: FINANCIAL INFORMATION

Ple	ease provide the following (table template provided for each):
A.	Three-year history of year-end fund balances, revenues, and expenditures
	See Attached
В.	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

Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2021-22				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,755,226	1,774,084	-					3,529,310
Revenues	46,250,528	1,991,877	3,177,761					51,420,166
Expenditures	45,955,311	1,843,923	3,179,090					50,978,324
Operating Transfers In (Out)	(1,329)	-	1,329					-
Ending Fund Balance	2,049,114	1,922,038	•	-	-	-	-	3,971,152

FY 2020-21				FUI	NDS			
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,976,878	2,060,943	-					4,037,821
Revenues	41,854,775	2,000,365	2,878,696					46,733,836
Expenditures	42,036,977	2,287,164	2,918,206					47,242,347
Operating Transfers In (Out)	(39,450)	(60)	39,510					0
Ending Fund Balance	1,755,226	1,774,084	(0)	-	-	-	-	3,529,310

FY 2019-20	FUNDS												
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL					
Beginning Balance	602,482	1,922,727	-					2,525,209					
Revenues	44,323,651	2,054,095	2,718,859					49,096,605					
Expenditures	42,933,200	1,915,939	2,734,854					47,583,993					
Operating Transfers In (Out)	(16,055)	60	15,995					-					
Ending Fund Balance	1,976,878	2,060,943	-	-	-	-	-	4,037,821					

Application for TCTF Funds Held on Behalf of the Court

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 2022-23	▼	FUNDS		FY 2023-24	-	FUN	INDS			FY 2024-25	▼	FUNI	DS			FY 2024-25	▼	FUNDS			Select Fiscal Year	· •	FUND	os <u> </u>		Select Fisc	cal Year ▼		FUNDS			Select Fiscal Year	▼		FUNDS		5	select Fiscal Year	▼	FUNDS	
General	Special Revenue Special Non-Grant	Il Revenue Capital Projects Debt Service Proprietary	Fiduciary	TOTAL General	Special Rev	enue Special Revenue Capital Pro	rojects Debt Servic	e Proprietary F	duciary TOTAL	General	Special Revenue Non-Grant	Special Revenue Capital Proje	ects Debt Service Pro	prietary Fiduciary	TOTAL	General Special	Il Revenue Spe	cial Revenue Grant	s Debt Service Proprietary	Fiduciary TO1	TAL General	Special Revenue Non-Grant	Special Revenue Capital Proje	ects Debt Service Proprieta	ry Fiduciary	TOTAL Ge	Special Revent	e Special Revenue Capit	ital Projects Debt Servi	vice Proprietary Fidu	ciary TOTAL	General	Special Revenue Non-Grant	Special Revenue Cap	pital Projects Debt Serv	/ice Proprietary Fiduc	ry TOTAL	General Speci	ial Revenue Special Rever on-Grant Grant	ue Capital Projects Debt Service	Proprietary Fiduciary
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TOTAL REVENUES 55,463,020	2 123 828	2 772 601	_	60 350 440			_	_	_						_		_		 	_		_		- 	_	_		 	_	_ + +		_	_	_			- 				
101AL REVENUES 33,403,020	2,123,828	2,772,001	-			-		-	-	-	-	-	-	-	-	-	-	-	-	-	-		-	-	-	-	-	-	-	-	-	-	-	-			<u> </u>		-		
22,709,830	926,188	1,475,523		25,111,541											-						-					-					-						-				
18,030,62	451,328	718,392		19,200,342											-						-					-					-						-				
se 1,381,30	22,094	59,756		1,463,153											-						-					-					-						-			 	
52.58	736	4.445		57.762											-						-					-					-						-			+	
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171,56		31,583		203,144											-						-					-					-						-			J	
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Sec. IV.B

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

	Expenses Category								
GL Account	Description	Amount							
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	4,543,424							
990000	Distributed Administration & Allocation								
Total		4,543,424							

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 2021-22		FY 2022-23	FY 2	2023-24	▼	FY 2024-25	Select Fiscal Year	lacksquare	Select Fiscal Year	•	Select Fiscal Year		Total
Contribution			212,9	17	444,641		3,805,	653								4,463,211
Expenditures																-
Cumulative Balance		-	212,9	17	657,558	3	4,463,	211	4,463,211	4,46	3,211	4,463	,211	4,463,2	11	4,463,211

Amended request

Description	Select Fiscal Year	FY 2021-22 V	FY 2022-23	FY 2023-24	FY 2024-25	Select Fiscal Year	Select Fiscal Year	Select Fiscal Year	Total
Contribution		212,917	4,330,507						4,543,424
Expenditures									-
Cumulative Balance	-	212,917	4,543,424	4,543,424	4,543,424	4,543,424	4,543,424	4,543,424	4,543,424

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:
 - 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;
 - 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. Courts are required to report to the Trial Court Budget Advisory Committee annually on the status of the project or planned expenditure if not yet complete, and how the funds were expended for completed projects and planned expenditures.
- 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*)