



JUDICIAL COUNCIL OF CALIFORNIA

455 Golden Gate Avenue · San Francisco, California 94102-3688

www.courts.ca.gov

REPORT TO THE JUDICIAL COUNCIL

For business meeting on: November 14, 2019

Title

Report to the Legislature: Allocation of the State-Level Reserve in the Trial Court Trust Fund

Agenda Item Type

Information Only

Date of Report

September 27, 2019

Submitted by

Zlatko Theodorovic, Director
Budget Services

Contact

Catrayel Wood, 916-643-7008
catrayel.wood@jud.ca.gov

Executive Summary

Under Government Code section 68502.5(c)(2)(B), funds are set aside in the Trial Court Trust Fund to be allocated by the Judicial Council and used by the trial courts for unforeseen emergencies, unanticipated expenses for existing programs, or unavoidable funding shortfalls. On October 1, 2019, Judicial Council staff submitted the *Report of Allocation of the State-Level Reserve in the Trial Court Trust Fund in 2018–19* to the Legislature.

Relevant Previous Council Action

These reports have been submitted to the Legislature annually. Previous reports can be found at www.courts.ca.gov/7466.htm.

Analysis/Rationale

Government Code section 68502.5(c)(2)(B) (Link A) directs the Judicial Council to establish a process for trial courts to apply for emergency funding. This report to the Legislature communicates that there was one emergency funding request submitted and approved in 2018–19 for the Superior Court of Humboldt County in the amount of \$117,124 to address deterioration of critical case files (Attachment A).

Fiscal Impact and Policy Implications

There is a fiscal impact to each court's 2019–20 funding as base allocations were reduced in the amount of \$117,124 on a pro rata basis to replenish the reserve.

Attachments and Links

1. Attachment A: Application for Emergency Funding from the Superior Court of Humboldt County
2. Link A: [Government Code section 68502.5\(c\)\(2\)\(B\)](#)



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Chair of the Judicial Council*

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MR. MARTIN HOSHINO
*Administrative Director,
Judicial Council*

October 1, 2019

Ms. Diane F. Boyer-Vine
Legislative Counsel
State Capitol, Room 3021
Sacramento, California 95814

Ms. Erika Contreras
Secretary of the Senate
State Capitol, Room 400
Sacramento, California 95814

Mr. E. Dotson Wilson
Chief Clerk of the Assembly
State Capitol, Room 3196
Sacramento, California 95814

Ms. Keely Bosler
Director, Department of Finance
State Capitol, Room 1145
Sacramento, California 95814

*Re: Report of Allocation of the State-Level Reserve in the Trial Court
Trust Fund in 2018–19, as required under Government Code section
68502.5(c)(2)(C)*

Dear Ms. Boyer-Vine, Ms. Contreras, Mr. Wilson, and Ms. Bosler:

Pursuant to the requirements under Government Code section 68502.5(c)(2)(C), the Judicial Council submits the report below on requests and allocations of the state-level reserve in the Trial Court Trust Fund.

Government Code section 68502.5(c)(2)(C) requires the Judicial Council to report to the Legislature and to the Department of Finance all requests and allocations made for emergency funding. There was one emergency

October 1, 2019

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emergency funding request submitted and approved for the Superior Court of Humboldt County in the amount of \$117,124 in 2018–19 (attached), and this amount will be reimbursed to the state-level reserve in the Trial Court Trust Fund in 2019–20.

If you have any questions related to this report, please contact Mr. Zlatko Theodorovic, Director, Judicial Council Budget Services, at 916-263-1397.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Martin Hoshino', with a stylized flourish at the end.

Martin Hoshino
Administrative Director
Judicial Council

October 1, 2019

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MH/CW

Attachments

cc: Eric Dang, Policy Consultant, Office of Senate President pro Tempore Toni G. Atkins
Amy Alley, Policy Advisor, Office of Senate President pro Tempore Toni G. Atkins
Alf Brandt, Senior Counsel, Office of Assembly Speaker Anthony Rendon
Gabrielle Zeps, Policy Consultant, Office of Assembly Speaker Anthony Rendon
Anita Lee, Principal Fiscal and Policy Analyst, Legislative Analyst's Office
Tina McGee, Executive Secretary, Legislative Analyst's Office
Timothy Weber, Budget Analyst, Department of Finance
Margie Estrada, Chief Counsel, Senate Judiciary Committee
Mary Kennedy, Chief Counsel, Senate Public Safety Committee
Christopher Francis, Consultant, Senate Budget and Fiscal Review Committee
Shaun Naidu, Consultant, Senate Appropriations Committee
Jennifer Troia, Principal Consultant, Joint Legislative Budget Committee
Eric Csizmar, Consultant, Senate Republican Policy Office
Morgan Branch, Consultant, Senate Republican Policy Office
Matt Osterli, Consultant, Senate Republican Fiscal Office
Alison Merrilees, Chief Counsel, Assembly Judiciary Committee
Gregory Pagan, Chief Counsel, Assembly Public Safety Committee
Jennifer Kim, Consultant, Assembly Budget Committee
Jay Dickenson, Chief Consultant, Assembly Appropriations Committee
Kimberly Horiuchi, Principal Consultant, Assembly Appropriations Committee
Lindsay Mitchell, Consultant, Assembly Republican Office of Policy & Budget
Gary Olson, Consultant, Assembly Republican Office of Policy & Budget
Daryl Thomas, Consultant, Assembly Republican Office of Policy & Budget
Amy Leach, Minute Clerk, Office of Assembly Chief Clerk
Cory T. Jasperson, Director, Governmental Affairs, Judicial Council
Zlatko Theodorovic, Director and Chief Financial Officer, Budget Services, Judicial Council
Lucy Fogarty, Deputy Director, Budget Services, Judicial Council
Brandy Sanborn, Budget Manager, Budget Services, Judicial Council
Michele Allan, Budget Supervisor, Budget Services, Judicial Council
Yvette Casillas-Sarcos, Administrative Coordinator, Governmental Affairs, Judicial Council



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MR. MARTIN HOSHINO
Administrative Director,
Judicial Council

Report title: *Report of Allocation of the State-Level Reserve in the Trial Court Trust Fund in 2018–19*

Statutory citation: Government Code section 68502.5(c)(2)(C)

Date of report: October 1, 2019

The Judicial Council has submitted a report to the Legislature in accordance with Government Code section 68502.5(c)(2)(C).

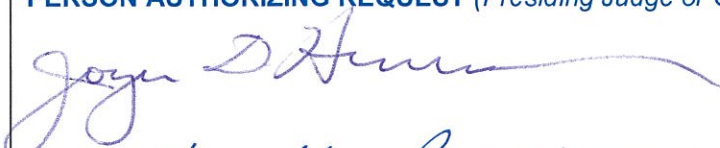
The following summary of the report is provided under the requirements of Government Code section 9795.

Subparagraph (C) of the code requires the Judicial Council to report to the Legislature and to the Department of Finance all requests and allocations made for emergency funding. There was one emergency funding request submitted and approved for the Superior Court of Humboldt County in the amount of \$117,124 in 2018–19 to address the deterioration of critical case files.

The full report is available at www.courts.ca.gov/7466.htm.

A printed copy of the report may be obtained by calling 415-865-7966.

APPLICATION FOR EMERGENCY FUNDING

Please check the type of funding that is being requested:		
☐ CASH ADVANCE (Complete Section I only.)		
☒ EMERGENCY NEEDS (Complete Sections I through IV.)		
☒ ONE-TIME DISTRIBUTION		
☐ LOAN		
SECTION I: GENERAL INFORMATION		
SUPERIOR COURT: Humboldt	PERSON AUTHORIZING REQUEST (<i>Presiding Judge or Court Executive Officer</i>):  Joyce D. Hinrichs (PJ)  Kim M. Bartleson (CEO)	
	CONTACT PERSON AND CONTACT INFO: Kim M. Bartleson, 707-269-1201, Kimb@humboldtcourt.ca.gov	
DATE OF SUBMISSION: 12/11/2018	DATE FUNDING IS NEEDED BY: As soon as practical	REQUESTED AMOUNT: \$ 117,124
REASON FOR REQUEST (<i>Please briefly summarize the reason for this funding request, including the factors that contributed to the need for funding. If your court is applying for a cash advance, please submit a cash flow statement when submitting this application. Please use attachments if additional space is needed.</i>)		
In January 2018, the Court discovered that its acetate microfilm stock was permeating an odor akin to vinegar. This indicates the film has begun to deteriorate and will soon be unusable. Some reels are already difficult to unroll. To avoid losing case file information, the Court must expeditiously digitize 1,355 reels of 16mm film and 502 reels of 35mm. The Court requested emergency funding at the beginning of February 2018. The Court was told it was too late to request emergency funding and we needed to request a cash advance of the Court's FY2019-20 allocation. The Court is attempting to close a 7% budget deficit for FY2019-20 and cannot afford to add this expense. The expense was added to the Court's Schedule 1 budget and the budget was balanced to a \$0.00 ending fund balance by also adding this emergency funding to the revenue section of the Court's Schedule 1 budget. Without this funding, the Court anticipates there will not be sufficient funds to convert the records. This would create a significant risk for the loss of case information. The amount of this request is based on the winning bid from an RFP conducted for this project. Any funds not expended will be returned at the end of the project.		
Section II through Section IV of this form is required to be completed if your court is applying for emergency funding. Emergency funding is defined as funding needed for unavoidable shortfalls, unforeseen emergencies or unanticipated expenses for existing programs. Please submit attachments to respond to Section II through Section IV.		
SECTION II: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE		
A. What would be the consequence to the public and access to justice if your court did not receive the requested funding? Court records that only exist on microfilm will be destroyed. These include but are not limited to adoption, parentage, change of name, probate, felony and family law. The most frequently requested records are from citizens who are applying for Social Security benefits and need divorce records from years ago. Lacking access to those records could have a material effect on their Social Security benefits. Other routinely accessed records are felony convictions. Without these records historical convictions could not be proven thereby resulting in delays of 'strike' sentences.		

APPLICATION FOR EMERGENCY FUNDING

B. What would be the consequence to your court's operations if your court did not receive the requested funding?

Court staff will not be able to access and provide requested case information. When this occurs the Court will have to provide a certified explanation as to why the records are not available.

C. What measures will your court take to mitigate the consequences to access to justice and court operations if the Judicial Council does not approve funding?

The Court does not have the ability or resources to mitigate the consequences at all.

D. Please provide five years of filing and disposition numbers. (*table template provided*)

Information is in the attached table.

SECTION III: REVENUE ENHANCEMENT AND COST CONTROL MEASURES

A. If requesting a one-time distribution of emergency funding, please explain why a loan would not be appropriate.

The Court has been operating with a significant structural deficit and has been balancing its budget with salary savings and other one-time funding sources.

The Court's Civil Assessment revenue has dropped by ≈\$400,000 (≈40%) from three years ago. Psychological Evaluation costs have gone up by ≈\$100,000 (≈400%) from three years ago. This Half Million dollar swing in our finances constitutes an approximate 7% reduction to our general fund budget. This has contributed significantly to our structural deficit.

The Court must also convert its outdated CMS which has been funded through the BCP process.

B. If supplemental funding was received in prior year, please identify the amount of funding received and explain why additional funding is again needed in the current fiscal year.

Supplemental funding for prior years was always in the form of a cash advance to help the Court manage its cash flow. To my knowledge, the Court has not previously received supplemental funding in the form of a one-time distribution.

C. If the request for emergency funding is not for a one-time concern, the court must include an expenditure/revenue enhancement plan that identifies how the court will resolve its ongoing funding issue.

This request is for a one-time concern.

D. What has your court done in the past three fiscal years in terms of revenue enhancement and/or expenditure reductions, including layoffs, furloughs, reduced hours, and court closures? (*table template provided*)

The Court continues to operate under reduced hours of public service. The main clerk's office is only open from 9:00am to 2:00pm. One clerk's window is open for parties and attorneys in the hall between the courtrooms from 8:15am to 3:00pm.

The Court has eliminated or held some authorized and needed positions vacant. The Court has also not 'backfilled' some positions when staff members have been out on long-term leaves of absence. This is to offset modest cost of living adjustments after seven years without them.

The Court has delayed computer replacement and other IT needs, which are now critical.

APPLICATION FOR EMERGENCY FUNDING

The Court continuously evaluates revenue and expenditures to ensure that it is charging agencies when appropriate and not paying expenses that are the responsibility of the county. In addition, the Court is seeking reimbursement from the County of Humboldt for expenses that were erroneously paid by the Court back to 2006. The county is disputing the reimbursement billing and negotiations are ongoing.

E. Please describe the employee compensation changes (e.g. cost of living adjustments and benefit employee contributions) and staffing levels for past five fiscal years for the court. (table template provided)

Since FY08-09:

- No COLAs or salary increases for Seven Years from FY08-09 until FY15-16.
- FY13-14: One-time special pay of \$2,500 per employee (Fund Balance Reduction).
- FY15-16: One-time special pay of \$2,500 per employee.
- FY15-16: 2.5% Pay Equity for process clerks & 3.5% - 4% COLA for all staff.
- FY16-17: 3.35% for Reporters; 2.5% for all other staff.
- FY16-17: One-time special pay of \$300 per employee.
- FY17-18: 2.3% for Reporters; 1.5% for all other staff.
- The Court pays none of the employee portion of retirement costs.
- Monthly Dental Ins. Contribution increase from \$ 42.60 per employee to \$ 45.00 per employee.
- Monthly Health Ins. Contribution increase as follows:

Employee Only	from \$ 455.00	to \$ 727.00	(Reporters to \$637.00)
Employee +1	from \$ 650.00	to \$ 968.00	(Reporters to \$878.00)
Employee +>1	from \$ 760.00	to \$ 1,113.00	(Reporters to \$1,023.00)

Instituted a pre-paid medical Cafeteria 125 plan for ≈ \$900 per year.

F. Please explain why 57 courts should assist in funding the request through a pro rata base allocation deduction the following fiscal year.

This Court has assisted other Courts when they needed emergency funds during the 2% Reserve system. The public will be harmed if these permanent records are lost, and all 58 Courts serve the public.

It is a systemic problem due to the decade-long lack of adequate funding and the years-long restriction on the ability to reserve funds locally for unanticipated and emergent expenses. If we had the ability in previous years to set aside funds for unforeseen expenses, we would not be submitting this request. The \$10M reserve has replaced our ability to independently manage this type of situation. The \$10M reserve is the legislatively and gubernatorially mandated source of funding for this type of expense.

SECTION IV: FINANCIAL INFORMATION

APPLICATION FOR EMERGENCY FUNDING

Please provide the following:

- A. Current detailed budget projections/estimates for the current fiscal year, budget year and budget year plus one (e.g., if current fiscal year is FY 2016–2017, then budget year would be FY 2017–2018 and budget year plus one would be FY 2018–2019). *(table template provided)*

Information is in the attached table.

- B. Current status of your court's fund balance. *(table template provided)*

Currently projected ending fund balance is \$0.00. If the Court incurs this expense without emergency funding, the Court's projected ending fund balance will be a Negative -\$117,124. Please see the Court's FY18-19 Schedule 1 for more detailed information.

- C. Three-year history of your court's year-end fund balances, revenues, and expenditures. *(table template provided)*

	<u>FY15-16</u>	<u>FY16-17</u>	<u>FY17-18</u>
Beginning Balance	\$ 407,731	\$ 368,334	\$ 317,080
Total Revenue	\$ 8,537,369	\$ 8,516,079	\$ 8,636,243
Total Expenses	(\$ 8,576,766)	(\$ 8,567,333)	(\$ 8,856,764)
Ending Balance	\$ 368,334	\$ 317,080	\$ 96,559

- D. The most recent audit findings of fiscal issues and the remediation measures taken to address them.

The 2014 State Controller's Office audit found no substantive exceptions.
The 2015 JCC Internal Audit found no significant financial exceptions.

APPLICATION FOR EMERGENCY FUNDING

Application for Emergency Funding Template

Sec. 2D

Worksheet for Section 2D

Requesting Court: Humboldt

Prior five years of Filing and Disposition Numbers

Description	FY 2012-13 ▼	FY 2013-14 ▼	FY 2014-15 ▼	FY 2015-16 ▼	FY 2016-17 ▼	Total
Filing Numbers	27,183	29,317	26,747	24,008	Not Available	107,255
Disposition Numbers	26,400	27,915	25,671	23,493	Not Available	103,479

Waiting on JCC 2018 Court Statistics Report

Application for Emergency Funding Template
Worksheet for Section 3D

Sec. 3D

Requesting Court: Humboldt

Court actions in the past three year in terms of revenue enhancement and/or expenditures reductions

Status Quo		FY 2015-16	FY 2016-17	FY 2017-18
GL Account	Description	Amount	Amount	Amount
N/A	FY14-15 focus on C.A. = incr. of \$100k to >\$1M FY16-17 Invoiced County for reimbursements		171,900	
900000	Salaries	36,022	(188,828)	(246,188)
910000	Staff Benefits	(64,779)	(253,645)	(96,305)
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security	12,960	10,011	
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services	186,929	41,270	
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)	82,923	(59,123)	(35,000)
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		(254,055)	622,214	377,493

Application for Emergency Funding Template
Worksheet for Section 3E

Sec. 3E

Requesting Court: Humboldt

Prior Five years of Employee Compensation Changes and Staffing Levels

Description	FY 2013-14 ▼	FY 2014-15 ▼	FY 2015-16 ▼	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼
% Employee compensation change	-	-	Reporters = 4.0%; All others = 3.5%; LPCs = 2.5% P.E.; Crtm Clerk IIs = 0.4% P.E.	Reporters = 3.5%; All other staff = 2.5%.	Reporters = 2.3%; All other staff = 1.5%.	n/a
Number of Staffing	86.25	88.25	85.85	82.50	80.50	80.50

Application for Emergency Funding Template
Worksheet for Section 4A

Sec. 4A

Requesting Court: Humboldt

Three year history of year end fund balances, revenues and expenditures

	FY 2015-16		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources	6,303,089	733,765						7,036,854	
Grants			270,906					270,906	
Other Financing Sources	1,229,609							1,229,609	
TOTAL REVENUES	7,532,698	733,765	270,906	-	-	-	-	8,537,369	
EXPENDITURES									
Salaries	3,808,432	60,996	180,124					4,049,551	
Staff Benefits	1,982,950	4,542	-					1,987,491	
General Expense	318,663		59,685					378,348	
Printing	22,095							22,095	
Telecommunications	41,903							41,903	
Postage	77,768							77,768	
Insurance	-							-	
Travel in State	14,860							14,860	
Travel Out of State	1,263							1,263	
Training	1,780							1,780	
Security	183,019							183,019	
Facilities Operations	38,749							38,749	
Utilities								-	
Contracted Services	650,380	705,858						1,356,238	
Consulting and Professional Services									
- County Provided	8,000	6,394						14,394	
Information Technology (IT)	288,163		-					288,163	
Major Equipment	16,920		-					16,920	
Other Items of Expense	85							85	
Juror Costs	97,071							97,071	
Other	-							-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation	(40,493)		40,493					-	
Prior Year Expense Adjustment	7,070							7,070	
TOTAL EXPENDITURES	7,518,675	777,789	280,302	-	-	-	-	8,576,766	
Operating Transfers In (Out)	41,819	(51,214)	9,395					-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	167,518	240,213	-					407,731	
Ending Balance (Deficit)	223,360	144,975	-	-	-	-	-	368,334	

Application for Emergency Funding Template
Worksheet for Section 4A

Requesting Court:

Three year history of year end fund

	FY 2016-17	FUNDS								
		▼								
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL		
REVENUES										
State Financing Sources	6,425,762	706,708						7,132,470		
Grants			207,100					207,100		
Other Financing Sources	1,176,509							1,176,509		
TOTAL REVENUES	7,602,271	706,708	207,100	-	-	-	-	8,516,079		
EXPENDITURES										
Salaries	3,957,916	91,332	152,799					4,202,047		
Staff Benefits	2,035,528	32,700	69,407					2,137,635		
General Expense	254,019		34,352					288,371		
Printing	16,907							16,907		
Telecommunications	40,567							40,567		
Postage	59,518							59,518		
Insurance	2,843							2,843		
Travel in State	13,743							13,743		
Travel Out of State	-							-		
Training	3,718							3,718		
Security	145,915							145,915		
Facilities Operations	32,008							32,008		
Utilities								-		
Contracted Services	618,679	575,941						1,194,620		
Consulting and Professional Services										
- County Provided	7,471	9,160						16,631		
Information Technology (IT)	268,249		-					268,249		
Major Equipment	60,874		-					60,874		
Other Items of Expense	17							17		
Juror Costs	88,695							88,695		
Other	-							-		
Debt Service								-		
Court Construction								-		
Distributed Administration & Allocation	(35,801)		35,801					-		
Prior Year Expense Adjustment	(5,024)							(5,024)		
TOTAL EXPENDITURES	7,565,840	709,133	292,360	-	-	-	-	8,567,333		
Operating Transfers In (Out)	(117,210)	31,951	85,259					-		
Fund Balance (Deficit)										
Beginning Balance (Deficit)	223,360	144,975	-	-	-	-	-	368,334		
Ending Balance (Deficit)	142,580	174,500	-	-	-	-	-	317,080		

Application for Emergency Funding Template
Worksheet for Section 4A

Requesting Court:

Three year history of year end fund

	FY 2017-18	▼	FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	6,468,764	708,071						7,176,835
Grants			546,252					546,252
Other Financing Sources	913,156							913,156
TOTAL REVENUES	7,381,920	708,071	546,252	-	-	-	-	8,636,243
EXPENDITURES								
Salaries	3,904,444	79,216	173,901					4,157,562
Staff Benefits	2,177,387	33,062	76,262					2,286,712
General Expense	231,755		119,467					351,222
Printing	9,274							9,274
Telecommunications	42,512							42,512
Postage	53,179							53,179
Insurance	2,251							2,251
Travel in State	24,514							24,514
Travel Out of State	-							-
Training	3,071							3,071
Security	151,942							151,942
Facilities Operations	32,040							32,040
Utilities								-
Contracted Services	564,123	583,673						1,147,796
Consulting and Professional Services								
- County Provided	-	12,120						12,120
Information Technology (IT)	234,407		81,866					316,273
Major Equipment	-		145,646					145,646
Other Items of Expense	72							72
Juror Costs	73,631							73,631
Other	44,000							44,000
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(45,448)		39,808					(5,640)
Prior Year Expense Adjustment	8,588							8,588
TOTAL EXPENDITURES	7,511,743	708,071	636,950	-	-	-	-	8,856,764
Operating Transfers In (Out)	33,801	(124,500)	90,699					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	142,580	174,500	-	-	-	-	-	317,080
Ending Balance (Deficit)	46,559	50,000	-	-	-	-	-	96,559

Application for Emergency Funding Template
Worksheet for Section 4A

Sec. 4B

Requesting Court: Humboldt

Current detailed budget projections/estimates for the current fiscal year, budget year and budget year +1

	FY 2018-19	▼	FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	6,919,807	819,301						7,739,107
Grants			2,307,762					2,307,762
Other Financing Sources	840,550							840,550
TOTAL REVENUES	7,760,357	819,301	2,307,762	-	-	-	-	10,887,419
EXPENDITURES								
Salaries	3,945,456	83,180	241,574					4,270,210
Staff Benefits	2,453,547	27,135	92,417					2,573,099
General Expense	229,370		691,036					920,406
Printing	17,200							17,200
Telecommunications	41,960							41,960
Postage	57,300							57,300
Insurance	2,500							2,500
Travel in State	42,000							42,000
Travel Out of State	-							-
Training	6,753							6,753
Security	170,548							170,548
Facilities Operations	34,700							34,700
Utilities								-
Contracted Services	564,648	699,186						1,263,834
Consulting and Professional Services								
- County Provided	-	9,800						9,800
Information Technology (IT)	193,673	50,000	1,161,933					1,405,606
Major Equipment	-		75,902					75,902
Other Items of Expense	-							-
Juror Costs	92,161							92,161
Other	-							-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(62,473)		62,473					-
Prior Year Expense Adjustment	-							-
TOTAL EXPENDITURES	7,789,343	869,301	2,325,335	-	-	-	-	10,983,979
Operating Transfers In (Out)	(17,573)	-	17,573					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	46,559	50,000	-					96,559
Ending Balance (Deficit)	(0)	0	-	-	-	-	-	(0)

Application for Emergency Funding Template
Worksheet for Section 4A

Requesting Court:

Current detailed budget projection

	FY 2019-20	FUNDS						
			▼					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	6,919,807	819,301	959,903					7,739,107
Grants								959,903
Other Financing Sources	840,550							840,550
TOTAL REVENUES	7,760,357	819,301	959,903	-	-	-	-	9,539,560
EXPENDITURES								
Salaries	3,848,897	83,180	543,927					4,476,004
Staff Benefits	2,453,547	27,135	72,251					2,552,933
General Expense	229,370		251,373					480,743
Printing	17,200							17,200
Telecommunications	41,960							41,960
Postage	57,300							57,300
Insurance	2,500							2,500
Travel in State	42,000							42,000
Travel Out of State	-							-
Training	6,753							6,753
Security	170,548							170,548
Facilities Operations	34,700							34,700
Utilities								-
Contracted Services	564,648	699,186						1,263,834
Consulting and Professional Services								
- County Provided	-	9,800	-					9,800
Information Technology (IT)	243,673		-					243,673
Major Equipment	-		-					-
Other Items of Expense	-							-
Juror Costs	92,161							92,161
Other	-							-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(62,473)		109,924					47,451
Prior Year Expense Adjustment	-							-
TOTAL EXPENDITURES	7,742,784	819,301	977,476	-	-	-	-	9,539,560
Operating Transfers In (Out)	(17,573)		17,573					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	(0)	0	-	-	-	-	-	(0)
Ending Balance (Deficit)	(0)	0	-	-	-	-	-	(0)

Requesting Court:

Current detailed budget projection

	FY 2020-21	FUNDS				
		▼				
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Fiduciary
REVENUES						TOTAL
State Financing Sources	6,919,807	819,301				7,739,107
Grants			338,649			338,649
Other Financing Sources	840,550					840,550
TOTAL REVENUES	7,760,357	819,301	338,649	-	-	8,918,307
EXPENDITURES						
Salaries	3,848,897	83,180	189,885			4,121,962
Staff Benefits	2,453,547	27,135	72,251			2,552,933
General Expense	229,370		43,756			273,126
Printing	17,200					17,200
Telecommunications	41,960					41,960
Postage	57,300					57,300
Insurance	2,500					2,500
Travel in State	42,000					42,000
Travel Out of State						-
Training	6,753					6,753
Security	170,548					170,548
Facilities Operations	34,700					34,700
Utilities						-
Contracted Services	564,648	699,186				1,263,834
Consulting and Professional Services						
- County Provided		9,800				9,800
Information Technology (IT)	243,673		-			243,673
Major Equipment			-			-
Other Items of Expense						-
Juror Costs	92,161					92,161
Other						-
Debt Service						-
Court Construction						-
Distributed Administration & Allocation	(62,473)		50,330			(12,143)
Prior Year Expense Adjustment						-
TOTAL EXPENDITURES	7,742,784	819,301	356,222	-	-	8,918,307
Operating Transfers In (Out)	(17,573)	-	17,573			-
Fund Balance (Deficit)						
Beginning Balance (Deficit)	(0)	0	-	-	-	(0)
Ending Balance (Deficit)	(0)	0	(0)	-	-	(0)

Humboldt

Current status of Court's Fund Balance (as of FY18-19 Sched 1 on 7-1-18)

Classification	General TCTF	General Non-TCTF	General	Special Revenue		Capital Project	Debt Service	Proprietary Funds	Fiduciary Funds	Total Funds (Info. Purposes Only)
				Non-Grant	Grant					
Nonspendable	26,488		26,488							26,488
Restricted				50,000						50,000
Committed										-
Assigned		20,071	20,071							20,071
Unassigned										-
Total	\$ 26,488	\$ 20,071	\$ 46,559	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 96,559

Requesting Court: Humboldt

Prior three-year History of Year-end Fund balances, Revenues, and Expenditures

FUND								
FUND								
FY 2017-18								
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	142,580	174,500	-					317,080
Revenues	8,205,273	104,449	326,521					8,636,243
Expenditures	8,301,294	228,949	326,521					8,856,764
Operating Transfers In (Out)	-	-	-					-
Ending Fund Balance	46,559	50,000	-	-	-	-	-	96,559

FUND								
FUND								
FY 2016-17								
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	223,360	144,975	-					368,334
Revenues	8,266,454	109,425	140,200					8,516,079
Expenditures	8,341,560	85,572	140,200					8,567,333
Operating Transfers In (Out)	(5,673)	5,673	-					-
Ending Fund Balance	142,580	174,500	-	-	-	-	-	317,080

FUND								
FUND								
FY 2015-16								
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	167,518	240,213	-					407,731
Revenues	8,220,919	133,444	183,006					8,537,369
Expenditures	8,164,139	228,682	183,945					8,576,766
Operating Transfers In (Out)	(939)	-	939					-
Ending Fund Balance	223,360	144,975	-	-	-	-	-	368,334