


**QUARTERLY FINANCIAL STATEMENT CERTIFICATION**

In accordance with the requirements of the Trial Court Policies and Procedures Manual (FIN 1.02, Section 6.2.2(c); FIN 4.02, Section 6.3.2; and FIN 5.01, Section 6.72(2)) and to the best of my knowledge, I certify that the attached statements fairly present in all material respects the financial condition of the court for the periods presented.



\_\_\_\_\_  
Signature of Presiding Judge or Court Executive

06/30/2018

\_\_\_\_\_  
Date

Sierra

\_\_\_\_\_  
Court

FY17-18 - Q4

\_\_\_\_\_  
Fiscal Year and Ending Quarter

**QUARTERLY FINANCIAL STATEMENT FOOTNOTES**

Sierra

Court

FY 17-18 – Q4

Fiscal Year and Ending Quarter

**FOOTNOTES**

1	None
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**QUARTERLY FINANCIAL STATEMENT**  
**Filled Court Employee Positions (FTEs)**

Sierra  
 Court

FY 17-18 – Q4  
 Fiscal Year and Ending Quarter

	Total Authorized Court Positions (FTEs) <sup>1</sup> (OPTIONAL)	Positions (FTEs) Filled			
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
Court Employee Positions (FTEs)	6	5	6	5	6

<sup>1</sup> The Authorized Positions should reflect the amount submitted on the court’s Schedule 7A for the reporting fiscal year.

Superior Court of California, County of Sierra  
 Trial Court Operations Fund  
 Balance Sheet  
 (Unaudited)

For the month ended June									
Fiscal Year 2017/18									2016/17
	Governmental Funds					Proprietary Funds	Fiduciary Funds	Total Funds (Info. Purposes Only)	Total Funds (Info. Purposes Only)
	General	Special Revenue		Capital Project	Debt Service				
		Non-Grant	Grant						
<b>ASSETS</b>									
Operations	\$ (272)	\$ 1	\$ 0				\$ 0	\$ (271)	\$ 454
Payroll									
Jury									
Revolving									
Other									
Distribution									
Civil Filing Fees			\$ 0				\$ 0	\$ 0	\$ 0
Trust									
Credit Card									
Cash on Hand									
Cash with County	\$ 36,720						\$ 21,957	\$ 58,677	\$ 78,364
Cash Outside of the JCC	\$ 0							\$ 0	\$ 0
Cash Equivalents	\$ 15,578						\$ 3	\$ 15,581	\$ 148,754
Total Cash and Cash Equivalents	\$ 52,026	\$ 1	\$ 0				\$ 21,960	\$ 73,987	\$ 227,572
Short-Term Investment									
Investments									
Total Investments									
Accrued Revenue	\$ 2,514	\$ 15						\$ 2,529	\$ 450
Accounts Receivable - General									
Dishonored Checks									
Due From Employee									
Civil Jury Fees									
Trust									
Due From Other Funds	\$ 25,359							\$ 25,359	\$ 16,143
Due From Other Governments	\$ 4,199	\$ 11,907						\$ 16,105	\$ 7,978
Due From Other Courts	\$ 823		\$ 0					\$ 823	\$ 2,722
Due From State	\$ 8,547	\$ 306	\$ 12,000				\$ 0	\$ 20,853	\$ 28,688
Trust Due To/From									
Distribution Due To/From									
Civil Filing Fee Due To/From									
General Due To/From									
Total Receivables	\$ 41,442	\$ 12,228	\$ 12,000				\$ 0	\$ 65,670	\$ 55,981
Prepaid Expenses - General	\$ 15,000	\$ 0						\$ 15,000	\$ 31,097
Salary and Travel Advances	\$ 0							\$ 0	
Counties									
Total Prepaid Expenses	\$ 15,000	\$ 0						\$ 15,000	\$ 31,097
Other Assets									
Total Other Assets									
Total Assets	\$ 108,469	\$ 12,229	\$ 12,000				\$ 21,960	\$ 154,657	\$ 314,650
<b>LIABILITIES AND FUND BALANCES</b>									
Accrued Liabilities	\$ 3,652		\$ 0					\$ 3,652	\$ 11,697
Accounts Payable - General	\$ 4,906	\$ 0	\$ 0				\$ 0	\$ 4,906	\$ 16,100
Due to Other Funds	\$ 4,181	\$ 10,679	\$ 10,500					\$ 25,359	\$ 16,143
Due to Other Courts		\$ 1,228						\$ 1,228	\$ 667
Due to State									\$ 0
TC145 Liability							\$ 0	\$ 0	\$ 2,290
Due to Other Governments	\$ 5,359		\$ 1,500					\$ 6,859	\$ 7,597
AB145 Due to Other Government Agency									
Due to Other Public Agencies									
Sales and Use Tax									
Interest							\$ 3	\$ 3	\$ 0
Miscellaneous Accts. Pay. and Accrued Liab.	\$ 0							\$ 0	\$ 0
Total Accounts Payable and Accrued Liab.	\$ 18,097	\$ 11,907	\$ 12,000				\$ 3	\$ 42,006	\$ 54,494
Civil									
Criminal									
Unreconciled - Civil and Criminal									
Trust Held Outside of the JCC							\$ 21,957	\$ 21,957	\$ 19,739
Trust Interest Payable									
Miscellaneous Trust									
Total Trust Deposits							\$ 21,957	\$ 21,957	\$ 19,739
Accrued Payroll	\$ 10,384							\$ 10,384	\$ 9,166
Benefits Payable									
Deferred Compensation Payable									
Deductions Payable									
Payroll Clearing									
Total Payroll Liabilities	\$ 10,384							\$ 10,384	\$ 9,166
Revenue Collected in Advance	\$ 40,000		\$ 0					\$ 40,000	\$ 0
Liabilities For Deposits									
Jury Fees - Non-Interest									
Fees - Partial Payment & Overpayment									
Uncleared Collections									
Other Miscellaneous Liabilities									
Total Other Liabilities	\$ 40,000		\$ 0					\$ 40,000	\$ 0
Total Liabilities	\$ 68,481	\$ 11,907	\$ 12,000				\$ 21,960	\$ 114,347	\$ 83,399
Total Fund Balance	\$ 39,988	\$ 322	\$ 0					\$ 40,310	\$ 231,251
Total Liabilities and Fund Balance	\$ 108,469	\$ 12,229	\$ 12,000				\$ 21,960	\$ 154,657	\$ 314,650

Superior Court of California, County of Sierra  
 Trial Court Operations Fund  
 Statement of Revenues, Expenditures and Changes in Fund Balances  
 (Unaudited)

For the month ended June											
Fiscal Year 2017/18									2016/17		
	Governmental Funds					Proprietary Funds	Fiduciary Funds	Total Funds (Info. Purposes Only)	Current Budget (Annual)	Total Funds (Info. Purposes Only)	Final Budget (Annual)
	General	Special Revenue		Capital Projects	Debt Service						
		Non-Grant	Grant								
<b>REVENUES</b>											
State Financing Sources											
Trial Court Trust Fund	\$ 712,434	\$ 1,886					\$ 714,320	\$ 714,702	\$ 701,027	\$ 698,533	
Improvement and Modernization Fund	\$ 471						\$ 471				
Judges' Compensation (0150019)											
Court Interpreter (0150037)	\$ 7,929						\$ 7,929	\$ 7,100	\$ 6,306	\$ 2,400	
Civil Coordination Reimbursement (0150091)											
MOU Reimbursements (0150010 and General)	\$ 37,043						\$ 37,043	\$ 44,011	\$ 42,627	\$ 47,922	
Other Miscellaneous	\$ 9,616						\$ 9,616	\$ 9,616	\$ 9,616	\$ 9,616	
	<b>\$ 767,494</b>	<b>\$ 1,886</b>					<b>\$ 769,380</b>	<b>\$ 775,429</b>	<b>\$ 759,576</b>	<b>\$ 758,471</b>	
Grants											
AB 1058 Commissioner/Facilitator											
Other Judicial Council Grants			\$ 15,103				\$ 15,103	\$ 12,000	\$ 12,611	\$ 6,000	
Non-Judicial Council Grants											
			<b>\$ 15,103</b>				<b>\$ 15,103</b>	<b>\$ 12,000</b>	<b>\$ 12,611</b>	<b>\$ 6,000</b>	
Other Financing Sources											
Interest Income	\$ 1,729	\$ 114					\$ 1,844	\$ 950	\$ 1,918	\$ 500	
Investment Income											
Donations											
Local Fees											
Non-Fee Revenues											
Enhanced Collections		\$ 25,488					\$ 25,488	\$ 25,305	\$ 26,157	\$ 23,625	
Escheatment											
Prior Year Revenue											
County Program - Restricted											
Reimbursement Other	\$ 11,032						\$ 11,032	\$ 6,662	\$ 7,201	\$ 5,400	
Sale of Fixed Assets											
Other Miscellaneous	\$ 21,684						\$ 21,684	\$ 15,800	\$ 15,851	\$ 18,000	
	<b>\$ 34,445</b>	<b>\$ 25,602</b>					<b>\$ 60,047</b>	<b>\$ 48,717</b>	<b>\$ 51,128</b>	<b>\$ 47,525</b>	
<b>Total Revenues</b>	<b>\$ 801,938</b>	<b>\$ 27,488</b>	<b>\$ 15,103</b>				<b>\$ 844,529</b>	<b>\$ 836,146</b>	<b>\$ 823,315</b>	<b>\$ 811,996</b>	
<b>EXPENDITURES</b>											
Personal Services											
Salaries - Permanent	\$ 413,434	\$ 8,733	\$ 7,155				\$ 429,322	\$ 380,679	\$ 331,546	\$ 348,516	
Temp Help											
Overtime											
Staff Benefits	\$ 166,361	\$ 3,500	\$ 3,368				\$ 173,229	\$ 265,161	\$ 102,033	\$ 245,376	
	<b>\$ 579,795</b>	<b>\$ 12,233</b>	<b>\$ 10,523</b>				<b>\$ 602,551</b>	<b>\$ 645,840</b>	<b>\$ 433,578</b>	<b>\$ 593,892</b>	
Operating Expenses and Equipment											
General Expense	\$ 31,473		\$ 392				\$ 31,865	\$ 129,741	\$ 59,773	\$ 39,552	
Printing	\$ 291						\$ 291				
Telecommunications	\$ 13,562						\$ 13,562	\$ 15,500	\$ 15,487	\$ 8,800	
Postage	\$ 1,363						\$ 1,363	\$ 1,600	\$ 1,570	\$ 2,500	
Insurance											
In-State Travel	\$ 9,351						\$ 9,351	\$ 11,600	\$ 9,060	\$ 8,000	
Out-of-State Travel	\$ 3,386						\$ 3,386		\$ 2,515		
Training	\$ 6,423		\$ 100				\$ 6,523	\$ 6,000	\$ 5,556	\$ 420	
Security Services											
Facility Operations	\$ 70,118						\$ 70,118	\$ 42,000	\$ 30,775	\$ 18,400	
Utilities											
Contracted Services	\$ 181,710	\$ 10,358	\$ 5,865				\$ 197,933	\$ 118,243	\$ 108,967	\$ 124,814	
Consulting and Professional Services	\$ 8,380		\$ 6,000				\$ 14,380	\$ 14,600	\$ 14,300	\$ 12,200	
Information Technology	\$ 72,139	\$ 11,502					\$ 83,641	\$ 61,500	\$ 56,408	\$ 56,000	
Major Equipment								\$ 5,000	\$ (5,151)	\$ 88,000	
Other Items of Expense											
	<b>\$ 398,196</b>	<b>\$ 21,860</b>	<b>\$ 12,357</b>				<b>\$ 432,413</b>	<b>\$ 405,784</b>	<b>\$ 299,261</b>	<b>\$ 358,686</b>	
Special Items of Expense											
Grand Jury											
Jury Costs	\$ 507						\$ 507				
Judgements, Settlements and Claims											
Debt Service											
Other											
Capital Costs											
Internal Cost Recovery	\$ (2,347)	\$ 2,347					\$ 0	\$ 0	\$ 0		
Prior Year Expense Adjustment	\$ (1,840)	\$ 2,347					\$ 507	\$ 0	\$ 0		
<b>Total Expenditures</b>	<b>\$ 976,150</b>	<b>\$ 36,440</b>	<b>\$ 22,880</b>				<b>\$ 1,035,471</b>	<b>\$ 1,051,624</b>	<b>\$ 732,839</b>	<b>\$ 952,578</b>	
Excess (Deficit) of Revenues Over Expenditures	\$ (174,212)	\$ (8,952)	\$ (7,777)				\$ (190,941)	\$ (215,478)	\$ 90,476	\$ (140,582)	
Operating Transfers In (Out)	\$ (7,777)		\$ 7,777				\$ 0		\$ 0	\$ 0	
Fund Balance (Deficit)											
Beginning Balance (Deficit)	\$ 221,977	\$ 9,274	\$ 0				\$ 231,251	\$ 231,251	\$ 140,775	\$ 140,775	
Ending Balance (Deficit)	\$ 39,988	\$ 322	\$ 0				\$ 40,310	\$ 15,773	\$ 231,251	\$ 193	

Superior Court of California, County of Sierra  
 Trial Court Operations Fund  
 Statement of Program Expenditures  
 (Unaudited)

For the month ended June										
Fiscal Year 2017/18									2016/17	
	Personal Services	Operating Expenses and Equipment	Special Items of Expense	Capital Costs	Internal Cost Recovery	Prior Year Expense Adjustment	Total Actual Expense	Current Budget (Annual)	Total Actual Expense	Final Budget (Annual)
<b>PROGRAM EXPENDITURES:</b>										
Judges & Courtroom Support	\$ 5,783	\$ 45,883	\$ 399				\$ 52,065	\$ 86,879	\$ 52,341	\$ 73,987
Traffic & Other Infractions	\$ 96,806	\$ 48,509					\$ 145,314	\$ 108,727	\$ 103,912	\$ 94,133
Other Criminal Cases	\$ 25,582	\$ 14,785			\$ (2,347)		\$ 38,020	\$ 131,686	\$ 53,984	\$ 126,869
Civil	\$ 123,586	\$ 61,538					\$ 185,124	\$ 179,184	\$ 111,597	\$ 158,560
Family & Children Services	\$ 28,942	\$ 18,794			\$ 0		\$ 47,736	\$ 74,094	\$ 29,087	\$ 52,711
Probate, Guardianship & Mental Health Services	\$ 2,778	\$ 6,960					\$ 9,738	\$ 29,878	\$ 13,948	\$ 17,445
Juvenile Dependency Services	\$ 74	\$ 1,460					\$ 1,534	\$ 27,424	\$ 10,903	\$ 29,355
Juvenile Delinquency Services		\$ 230					\$ 230	\$ 15,241		\$ 13,523
Other Court Operations	\$ 114,486	\$ 77,827					\$ 192,313	\$ 119,605	\$ 133,331	\$ 124,459
Court Interpreters		\$ 3,977					\$ 3,977	\$ 7,100	\$ 6,949	\$ 2,400
Jury Services	\$ 26,666	\$ 14,971	\$ 108				\$ 41,745	\$ 39,934	\$ 29,894	\$ 34,355
Security										
Trial Court Operations Program	\$ 424,703	\$ 294,933	\$ 507		\$ (2,347)		\$ 717,797	\$ 819,753	\$ 545,946	\$ 727,797
Enhanced Collections	\$ 32,436	\$ 25,881			\$ 2,347		\$ 60,664	\$ 33,817	\$ 49,272	\$ 29,159
Other Non-Court Operations		\$ 405					\$ 405	\$ 15,241		\$ 34,378
Non-Court Operations Program	\$ 32,436	\$ 26,286			\$ 2,347		\$ 61,069	\$ 49,058	\$ 49,272	\$ 63,537
Executive Office	\$ 92,197	\$ 46,725					\$ 138,922	\$ 114,983	\$ 86,073	\$ 100,260
Fiscal Services	\$ 8,018	\$ 15,055					\$ 23,073	\$ 10,255	\$ 8,201	\$ 14,020
Human Resources	\$ 23,921	\$ 34,637					\$ 58,558	\$ 26,837	\$ 23,484	\$ 21,825
Business & Facilities Services	\$ 4,728	\$ 3,440					\$ 8,168	\$ 10,096	\$ 4,414	\$ 5,810
Information Technology	\$ 16,548	\$ 11,336					\$ 27,884	\$ 20,643	\$ 15,449	\$ 19,330
Court Administration Program	\$ 145,412	\$ 111,194					\$ 256,605	\$ 182,814	\$ 137,621	\$ 161,244
Expenditures Not Distributed or Posted to a Program	\$ 0	\$ 0					\$ 0	\$ 0	\$ 0	\$ 0
Prior Year Adjustments Not Posted to a Program										
<b>Total</b>	\$ 602,551	\$ 432,413	\$ 507		\$ 0		\$ 1,035,471	\$ 1,051,624	\$ 732,839	\$ 952,578

### Constraints on Fiscal Year-End 2017-2018 Fund Balance - Summary

Superior Court - Sierra

Classification	Info Only	Info Only	Governmental Funds				Proprietary Funds	Fiduciary Funds	Total Funds (Info. Purposes Only)	
	General TCTF	General Non-TCTF	General	Special Revenue		Capital Project				Debt Service
				Non-Grant	Grant					
Nonspendable	15,000	-	15,000	-	-	-	-	-	<b>15,000</b>	
Restricted	-	-	-	322	-	-	-	-	<b>322</b>	
Committed	24,988	-	24,988	-	-	-	-	-	<b>24,988</b>	
Assigned	-	-	-	-	-	-	-	-	-	
Unassigned	-	-	-	-	-	-	-	-	-	
<b>Total</b>	<b>\$ 39,988</b>	<b>\$ -</b>	<b>\$ 39,988</b>	<b>\$ 322</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,310</b>	