

TRIAL COURT BUDGET ADVISORY COMMITTEE FISCAL PLANNING SUBCOMMITTEE

MATERIALS FOR AUGUST 31,2023 VIRTUAL MEETING

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Request for ADA accommodations should be made at least three business days before the meeting and directed to: JCCAccessCoordinator@jud.ca.gov

TRIAL COURT BUDGET ADVISORY COMMITTEE

FISCAL PLANNING SUBCOMMITTEE

NOTICE AND AGENDA OF OPEN MEETING

Open to the Public (Cal. Rules of Court, rule 10.75(c)(1) and (e)(1))
THIS MEETING IS BEING CONDUCTED BY ELECTRONIC MEANS
THIS MEETING IS BEING RECORDED

Date: Thursday, August 31, 2023 **Time:** 12:00 p.m. to 12:30 p.m.

Public Call-in Number: https://jcc.granicus.com/player/event/2740

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

Members of the public seeking to make an audio recording of the meeting must submit a written request at least two business days before the meeting. Requests can be emailed to tcbac@jud.ca.gov.

Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order.

OPEN MEETING (CAL. RULES OF COURT, RULE 10.75(c)(1))

Call to Order and Roll Call

Approval of Minutes

Approve minutes of the October 20, 2022, and April 20, 2023 Fiscal Planning Subcommittee meetings.

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

This meeting will be conducted by electronic means with a listen-only conference line available for the public. As such, the public may submit comments for this meeting only in writing. In accordance with California Rules of Court, rule 10.75(k)(1), written comments pertaining to any agenda item of a regularly noticed open meeting can be submitted up to one complete business day before the meeting. For this specific meeting, comments should be e-mailed to tcbac@jud.ca.gov. Only written comments received by 12:00 p.m. on August 30, 2023 will be provided to advisory body members prior to the start of the meeting.

III. DISCUSSION AND POSSIBLE ACTION ITEMS (ITEM 1)

Item 1

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

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

Presenter(s)/Facilitator(s): Hon. Jonathan B. Conklin, Chair, Fiscal Planning

Subcommittee

Ms. Rose Lane, Senior Analyst, Judicial Council Budget

Services

IV. ADJOURNMENT

Adjourn



TRIAL COURT BUDGET ADVISORY COMMITTEE

FISCAL PLANNING SUBCOMMITTEE

MINUTES OF OPEN MEETING

October 20, 2022 10:00 a.m. – 10:30 a.m.

Call in Number: https://jcc.granicus.com/player/event/2036

Judges: Hon. Jonathan B. Conklin (Chair), Hon. Erick L. Larsh, and Hon.

Advisory Body Michael J. Reinhart.

Members Present: Executive Officers: Ms. Kim Bartleson, Mr. Chad Finke, Mr. Shawn Landry, Mr.

Chris Ruhl, Ms. Krista Levier, and Mr. David H. Yamasaki.

Advisory Body

Members Absent: Hon. Kimberly A. Gaab.

Others Present: Ms. Brandy Olivera.

OPEN MEETING

Call to Order and Roll Call

The chair called the meeting to order at 10:00 a.m. and took roll call.

Approval of Minutes

The subcommittee reviewed and approved the minutes of the September 1, 2022 Fiscal Planning Subcommittee (FPS) meeting.

DISCUSSION AND ACTION ITEMS (ITEM 1)

Item 1 – Trial Court Trust Fund (TCTF) Funds Held on Behalf (FHOB) of the Trial Courts Requests (Action Item)

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

Presenter(s)/Facilitator(s): Hon. Jonathan B. Conklin, Chair, Fiscal Planning Subcommittee

Ms. Brandy Olivera, Manager, Judicial Council Budget Services

Action:

 The FPS approved (with two abstentions) sixteen new and nine amended FHOB requests from twelve trial courts, as recommended for consideration by the Judicial Council at its January 20, 2023 business meeting.

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:16 a.m.

Approved by the advisory body on enter date.



TRIAL COURT BUDGET ADVISORY COMMITTEE

FISCAL PLANNING SUBCOMMITTEE

MINUTES OF OPEN MEETING

April 20, 2023 12:00 p.m. – 12:30 p.m.

https://jcc.granicus.com/player/event/2692

Advisory Body

Judges: Hon. Jonathan B. Conklin (Cochair), Hon. Kimberly A. Gaab, and Hon.

Members Present:

Erick L. Larsh.

Executive Officers: Mr. Chad Finke, Ms. Krista LeVier, Mr. Chris Ruhl, and Mr.

David Yamasaki.

Advisory Body Members Absent:

Mr. Shawn Landry, Ms. Kim Bartleson, and Hon. Michael J. Reinhart.

Others Present:

Mr. Zlatko Theodorovic, Ms. Fran Mueller, Ms. Brandy Olivera, and Ms. Rose

Lane.

OPEN MEETING

Call to Order and Roll Call

The chair welcomed the members, called the meeting to order at 12:00 p.m., and took roll call.

Approval of Minutes

The subcommittee reviewed and approved minutes from the December 8, 2022 and the January 4, 2023 Fiscal Planning Subcommittee (FPS) actions by email between meetings.

DISCUSSION AND ACTION ITEMS (ITEM 1)

Item 1 – Trial Court Trust Fund (TCTF) Funds Held on Behalf (FHOB) of the Trial Courts Requests (Action Item)

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

Presenter(s)/Facilitator(s): Hon. Jonathan B. Conklin, Chair, Fiscal Planning Subcommittee

Ms. Rose Lane, Senior Analyst, Judicial Council Budget Services

Action: The FPS unanimously approved six new and nine amended FHOB requests from Alameda, Lake, Ventura, Riverside, Sutter, San Benito, Sierra, Placer, and San Luis Obispo Superior Courts.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:23 p.m.

Approved by the advisory body on enter date.

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

Requests

Date: 8/31/2023

Contact: Rose Lane, Senior Analyst, Judicial Council Budget Services

916-643-6926 | rosemary.lane@jud.ca.gov

Issue

Consideration of TCTF FHOB of the trial courts in response to sixteen new requests and fifteen amended requests totaling \$24.5 million from nineteen trial courts for recommendation to the Judicial Council at its November 17, 2023 business meeting.

Background

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

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

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

• Projects that extend beyond the original planned three-year process such as delayed deployment of information systems;

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

- Technology improvements or infrastructure such as a new case management system;
- Facilities maintenance or repair allowed under rule 10.810 of the California Rule of Court:
- Court efficiencies such as online and smart forms for court users; and
- Other court infrastructure projects such as vehicle replacement or copy machine replacement.

Detail on Requests

The TCTF FHOB of the trial courts process requires courts to submit their requests at least 40 business days before a Judicial Council business meeting. Nineteen courts have submitted a total of 31 requests within this time frame:

New requests totaling \$13.2 million:

- 1. \$284,000 request from El Dorado Superior Court for implementation and deployment of its case management system (CMS).
- 2. \$70,000 request from Glenn Superior Court for courthouse renovations.
- 3. \$178,000 request from Lake Superior Court for courthouse construction.
- 4. \$110,000 request from Nevada Superior Court for various projects which include courthouse updates and implementation of a work management system.
- 5. \$295,000 request from Orange Superior Court for implementation of its CMS.
- 6. \$316,000 request from Orange Superior Court to partially fund the Oracle Infrastructure project implementation.
- 7. \$632,000 request from Orange Superior Court to partially fund the Grand Central project and integration with its CMS.
- 8. \$4 million request from San Bernardino Superior Court for courthouse construction due to six new judgeships.
- 9. \$2.3 million request from San Bernardino Superior Court for migration to a new CMS.
- 10. \$600,000 request from San Bernardino Superior Court for expansion of the existing speech-to-text technologies.
- 11. \$2.5 million request from San Bernardino Superior Court for courthouse renovations.
- 12. \$386,000 request from San Luis Obispo Superior Court for various projects including courtroom upgrades and modification projects.
- 13. \$350,000 request from Santa Clara Superior Court for implementation of an automation project.
- 14. \$714,000 request from Sutter Superior Court for various projects including technological enhancements and facility modifications.
- 15. \$389,000 request from San Joaquin Superior Court for facility upgrades.
- 16. \$17,000 request from Sierra Superior Court for courthouse renovations.

Amended requests totaling \$11.4 million:

- 1. Request of Colusa Superior Court to extend the period for facility modifications from 2022-23 to 2025-26, totaling \$284,000.
- 2. Request of Imperial Superior Court to extend the period for courthouse construction from 2022-23 to 2023-24, totaling \$100,000.
- 3. 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.
- 4. Request of Lake Superior Court to withdraw the original request for a CMS project from 2022-23, totaling -\$30,000.
- 5. 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.
- 6. Request of Mono Superior Court to extend the period for audio and visual upgrades from 2022-23 to 2024-25, totaling \$168,000.
- 7. Request of Monterey Superior Court to extend the period for courthouse construction from 2022-23 to 2024-25, totaling \$25,000.
- 8. Request of San Benito Superior Court to extend the period for various projects from 2020-21 to 2023-24, totaling \$644,000.
- 9. Request of Stanislaus Superior Court to increase the requested amount for courthouse construction in 2022-23 by \$375,000 from \$1.7 million to \$2.1 million.
- 10. 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.
- 11. 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.
- 12. 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.
- 13. 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.
- 14. 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.

15. 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.

Recommendation

Consider approval of sixteen new requests and fifteen amended requests totaling \$24.5 million from nineteen trial courts for recommendation to the Judicial Council at its November 17, 2023 business meeting.

Attachments

Attachment 1 :	Summary of New Requests for TCTF FHOB of the Court
Attachment 2 :	Application for TCTF FHOB of the Court—Request from El Dorado
	Superior Court (New Request)
Attachment 3 :	Application for TCTF FHOB of the Court—Request from Glenn Superior
	Court (New Request)
Attachment 4:	Application for TCTF FHOB of the Court—Request from Lake Superior
	Court (New Request)
Attachment 5:	Application for TCTF FHOB of the Court—Request from Nevada
	Superior Court (New Request)
Attachment 6:	Application for TCTF FHOB of the Court—Request from Orange
	Superior Court (New Request)
Attachment 7:	Application for TCTF FHOB of the Court—Request from Orange
	Superior Court (New Request)
Attachment 8:	Application for TCTF FHOB of the Court—Request from Orange
	Superior Court (New Request)
Attachment 9:	Application for TCTF FHOB of the Court—Request from San Bernardino
	Superior Court (New Request)
Attachment 10:	Application for TCTF FHOB of the Court—Request from San Bernardino
	Superior Court (New Request)
Attachment 11:	Application for TCTF FHOB of the Court—Request from San Bernardino
	Superior Court (New Request)
Attachment 12:	Application for TCTF FHOB of the Court—Request from San Bernardino
	Superior Court (New Request)
Attachment 13:	Application for TCTF FHOB of the Court—Request from San Luis
	Obispo Superior Court (New Request)

Attachment 14:	Application for TCTF FHOB of the Court—Request from Santa Clara
	Superior Court (New Request)
Attachment 15 :	Application for TCTF FHOB of the Court—Request from Sutter Superior
	Court (New Request)
Attachment 16:	Application for TCTF FHOB of the Court—Request from San Joaquin
	Superior Court (New Request)
Attachment 17:	Application for TCTF FHOB of the Court—Request from Sierra Superior
	Court (New Request)
Attachment 18:	Summary of Amended Requests for TCTF FHOB of the Court
Attachment 19:	Application for TCTF FHOB of the Court—Request from Colusa Superior
	Court (Amended Request)
Attachment 20:	Application for TCTF FHOB of the Court—Request from Imperial
	Superior Court (Amended Request)
Attachment 21 :	Application for TCTF FHOB of the Court—Request from Lake Superior
	Court (Amended Request)
Attachment 22:	Application for TCTF FHOB of the Court—Request from Lake Superior
	Court (Amended Request)
Attachment 23:	Application for TCTF FHOB of the Court—Request from Mariposa
	Superior Court (Amended Request)
Attachment 24:	Application for TCTF FHOB of the Court—Request from Mono Superior
	Court (Amended Request)
Attachment 25:	Application for TCTF FHOB of the Court—Request from Monterey
	Superior Court (Amended Request)
Attachment 26:	Application for TCTF FHOB of the Court—Request from San Benito
	Superior Court (Amended Request)
Attachment 27:	Application for TCTF FHOB of the Court—Request from Stanislaus
	Superior Court (Amended Request)
Attachment 28:	Application for TCTF FHOB of the Court—Request from Ventura
	Superior Court (Amended Request)
Attachment 29:	Application for TCTF FHOB of the Court—Request from Monterey
	Superior Court (Amended Request)
Attachment 30:	Application for TCTF FHOB of the Court—Request from Monterey
	Superior Court (Amended Request)
Attachment 31:	Application for TCTF FHOB of the Court—Request from Monterey
	Superior Court (Amended Request)

Attachment 32: Application for TCTF FHOB of the Court—Request from Monterey

Superior Court (Amended Request)

Attachment 33: Application for TCTF FHOB of the Court—Request from San Joaquin

Superior Court (Amended Request)

Attachment 34: Judicial Council—Approved Process, Criteria, and Required Information

for TCTF FHOB of the Courts

Summary of Requests for Trail 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:	OUNCILOR										
NEW REQUEST (Complete Section		Z I FO A									
AMENDED REQUEST (Complete Sections I through IV.)											
SECTION I: GENERAL INFORMATION											
SUPERIOR COURT:	PERSON AUTHORIZING REQUEST (Presid	lina Judae or Cou	rt Executive Officer):								
El Dorado	Shelby Wineinger, Court Executive Officer										
	CONTACT PERSON AND CONTACT INFO: Amber Brazeal – abrazeal@eldoradocourt.or		7								
DATE OF SUBMISSION:	TIME PERIOD COVERED BY THE	REQUESTED A									
8/3/2023	REQUEST, INCLUDING CONTRIBUTION	\$ 284,000.00									
	AND EXPENDITURE:										
REASON FOR REQUEST (Please h	FY 22/23 TO FY 23/24 riefly summarize the purpose for this request, in	 	escription of the								
project/proposal. Use attachments if a		icidaling a brief de	scription of the								
	ourt records to make them easily accessible in										
	up file boxes from the Court, prepare and scal										
	dex the cases by case number (361,560 files) ones, deliver multipage PDF for upload into JTI eC										
up prep, if needed.	35, deliver manipage i Di Toi apload into 011 ec	Jourt, and possible	y confine pre-plot								
Please see the attached documents.											
SECTION II: AMENDED REQUEST	CHANGES										
CECTION II. AMENDED REGOLOT	STATULE										
A. Identify sections and answers	amended.										
N/A											
B. Provide a summary of the char	ges to the request.										
N/A											
SECTION III: TRIAL COURT OPER	ATIONS AND ACCESS TO JUSTICE										
A Problem soles the many at a	and tit with in the county comment of the county		and the three								
year encumbrance term.	not fit within the court's annual operational l	ouaget process a	and the three-								
The funding objectives of this project far exceed the constraints of the court's operation budget. It is necessary for											
the court to use funds in excess of their fund balance cap to meet the funding objectives of this project.											
APPLICATION FO	OR TOTE FUNDS HELD ON BEHALF OF THE	COURT (Continu	ued)								
	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?

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
- 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.

SECTION IV: FINANCIAL INFORMATION

Ple	ease provide the following <i>(table template provided for each)</i> :
A.	Three-year history of year-end fund balances, revenues, and expenditures
R	Current detailed budget projections for the fiscal years the trial court would either be contributing to or
٥.	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		FUNDS										
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		FUNDS											
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		FUNDS										
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

				distributions from the Terr fund salance field on the court's serial																	
FY	2022-23		FUNDS	Select Fiscal Year ▼	FUNDS	Select Fiscal Year	₹UNDS	Select Fiscal Year	₩		Select	t Fiscal Year	₹UNDS	Select Fisca	tal Year ▼	FUNDS	Select Fiscal Ye	ear ▼ FUNDS	Select Fiscal Year ▼	UNDS	
Description	General	Special Revenue Non-Grant	ue Special Revenue Capital Projects Debt Serv	ice Proprietary Fiduciary TOTAL General Special Revenue Special Revenue Grant	Capital Projects Debt Service Proprietary	Fiduciary TOTAL General Spe	ial Revenue Special Revenue Capital Projects Debt Service Proprietary Fiduciary on-Grant	TOTAL General	Special Revenue Special Revenue Capital Project	ts Debt Service Proprietary Fiduciary	TOTAL	General Special Non-	evenue Special Revenue Capital Projects Debt Servi	e Proprietary Fiduciary TOTAL Gen	neral Special Revenue Special Rev Non-Grant Grant	Capital Projects Debt Service Proprieta	ry Fiduciary TOTAL Gener	al Special Revenue Special Revenue Capital Projects Debt Service Proprie	etary Fiduciary TOTAL General Special Revenue Special Revenue Capital	Projects Debt Service Proprietary	Fiduciary TOTAL
REVENUES																					
State Financing Sources	9,962,636	589,382	82	10,552,018							-						-		- - - - - - - - - -		
Grants	252 525		228,650	228,650							-						-		- - - - - - - - - -		
Other Financing Sources	258,785	498,806	06	757,591		 				 	-						-		- - - - - - - - - - 		
TOTAL REVENUES	10,221,421	1,088,188	88 228,650 -	11,538,259		 				 	-	-	-			- - -			- - - - - - - - - - 		
EXPENDITURES																					
Salaries	4,843,642	164,004	04 118,870	5,126,516				-			-						-		- - - - - - - - - -		-
Staff Benefits	3,090,874	135,078	78 57,224	3,283,176				-			-			-			-		-		
General Expense	261,999	23,972	72 3,858	289,829				-			-			-			-		-		
Printing	13,682	440	40 52	14,174		-		-			-			-			-		-		
Telecommunications	93,673			93,673		-		-			-			-			-		-		-
Postage	79,684	3,353	53	83,037		-		-			-			-			-		-		-
Insurance	6,479			6,479		-		-			-						-		-		-
Travel in State	8,392			8,392		-		-			-						-		-		-
Travel Out of State				-		-		-			-			-			-		-		_
Training	3,389			3,389		-		-			-			-			-		-		<u>-</u>
Security	16,965			16,965		-		-			-			-			-		-		<u>-</u>
Facilities Operations	119,787		2,682	122,469		-		-			-			-			-		-		<u>-</u>
Utilities				-		-		-			-			-			-		-		<u>-</u>
Contracted Services	682,045	178,070	70 5,716	865,831		-		-			-			-			-		-		<u>-</u>
Consulting and Professional																					
Services - County Provided	14,125	440,527	27 4,121	458,773		-		-			-			-			-		-		<u> </u>
Information Technology (IT)	14,125 690,021 109,122	40,000	00	730,021		-		-			-			-			-		-		<u>-</u>
Major Equipment	109,122			109,122		-		-			-			-			-		-		-
Major Equipment Other Items of Expense				-		-		-			-			-			-		-		-
Juror Costs	48,535			48,535		-		-			-			-			-		-		<u>-</u>
Other				-		-		-			-			-			-		-		
Debt Service				-		-		-			-			-			-		-		
Debt Service Court Construction Distributed Administration &				-		-		-			-			-			-		-		
Distributed Administration &																					
Allocation	(60,742)	24,615	15 36,128	1		-		-			-			-			-		-		
Prior Year Expense Adjustment	3,723		-	3,723		-		-			-			-			-		-		
Allocation Prior Year Expense Adjustment TOTAL EXPENDITURES Operating Transfers In (Out) Fund Balance (Deficit) Beginning Balance (Deficit) Ending Balance (Deficit)	10,025,395	1,010,059	59 228,651 -	11,264,105							-	-									
Operating Transfers In (Out)			 		 			 		 	_					 			_ _ _ _ _ _		
operating mansiers in (Out)						-		-			-						-				
und Balance (Deficit)																					
Beginning Balance (Deficit)	1,255,567	31,253	53	1,286,820 1,451,593 109,382 1,560,974 1,451,593 109,382	(1)	- 1,560,974 1,451,593 - 1,560,974 1,451,593	109,382 (1) 109.382 (1)	1,560,974 1,451,593 1,560,974 1,451,593	109,382 (1) -		1,560,974	1,451,593	109,382 (1) 109.382 (1)	1,560,974 1 1,560,974 1	1,451,593 109,382	(1)	- 1,560,974 1,4 - 1,560,974 1,4	51,593	- - 1,560,974 1,451,593 109,382 (1) - - 1,560,974 1,451,593 109,382 (1)		- 1,560,974 - 1,560,974
Ending Balance (Deficit)	1,451,593	109,382	82 (1) -	- 1,560,974 1,451,593 109,382	(1)	- 1,560,974 1,451,593	109,382 (1)	1,560,974 1,451,593	109,382 (1)		1,560,974	1,451,593	109,382 (1)	1,560,974 1	1,451,593 109,382	(1)	- 1,560,974 1,4	51,593 109,382 (1)	- - 1,560,974 1,451,593 109,382 (1)		- 1,560,97

Sec. IV.B

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	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	:		OUNCIL OF								
NEW REQUEST (Complete Section	RO3114										
AMENDED REQUEST (Complete		1926									
SECTION I: GENERAL INFORMA	TION										
SUPERIOR COURT: Glenn											
	CONTACT PERSON AND CONTACT INFO: Diana Baca, dbaca@glenncourt.ca.gov, 530	-934-1940									
DATE OF SUBMISSION: 7/11/2023	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: JULY 2023 TO JUNE 2024	REQUESTED A \$70,382.14	MOUNT:								
REASON FOR REQUEST (Please project/proposal. Use attachments in	briefly summarize the purpose for this request, in fadditional space is needed.):	ncluding a brief de	escription of the								
three courtrooms. The original spect Standards, and as such, are not cut communications allowing for greate three courtrooms to be supplied with this technology as part of the complethis building project and will be a significant to the complete the complete that the complete t		courtrooms came use of audio and v n project specified r two courtrooms v	from the 2011 video remote I only one of the will be wired for								
SECTION II: AMENDED REQUES	T CHANGES										
A. Identify sections and answers	s amended.										
B. Provide a summary of the cha	anges to the request.										
SECTION III. TOTAL COURT OF	DATIONS AND ACCESS TO MISTISE										
SECTION III: TRIAL COURT OPE	RATIONS AND ACCESS TO JUSTICE										
A. Explain why the request does year encumbrance term.	not fit within the court's annual operational	budget process	and the three-								
	aware that the standards upon which the technologies not current for today's needs. The cost of u										

need to be borne by the court and are significantly outside of our normal operating budget.

	APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)
SE	CTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE
JL	OTION III (CONTINUES). TRIAL GOORT OF ERATIONS AND AGGLOS TO 300 FIGE
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.
SF	CTION IV: FINANCIAL INFORMATION
	THE THE THE STATE OF THE STATE

Ple	ease provide the following <i>(table template provided for each)</i> :
	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
•	Identification of all coats by actorism and ansayint monded to fully implement the president
U.	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		FUNDS													
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	FUNDS													
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		FUNDS													
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	2022-23	₩	JNDS		FY 2023-24	▼		FUNDS			Select Fiscal Year	▼	FUNDS			Sele	ct Fiscal Year	▼	FUNDS			Select Fiscal Year	▼		FUNDS		Sele	ct Fiscal Year	▼	FUNDS			Select Fiscal Yea	'ear ▼		FUNDS			Select Fiscal Year	r 🔻		FUNDS	
tion	General Specia	ial Revenue Special Revenue Capital On-Grant	Projects Debt Service Proprietary	Fiduciary TOTAL	L General	Special Revenue Non-Grant	Special Revenue Grant	apital Projects Debt Service	Proprietary Fiduci	iary TOTAL	General	Special Revenue S	ecial Revenue Grant Capital Projects	Debt Service Propi	ietary Fiduciary	TOTAL	General Special R	Revenue Special Revenue Grant Grant	Capital Projects Do	ebt Service Proprietary Fiduc	iary TOTAL	General	Special Revenue S Non-Grant	pecial Revenue	apital Projects Debt Service Proprieta	ary Fiduciary	TOTAL	General Spec	ecial Revenue Specia	Revenue Capital Projects Deb	t Service Proprietary	Fiduciary T	TOTAL Genera	Special Reven	ue Special Revenue	Capital Projects Debt S	Service Proprietary F	iduciary TOTAL	L General	Special Revenu	ue Special Revenue	Capital Projects Debt Service Proprieta	etary Fiduciary
s	140	on-Grant Grant				Non-Grant	Grant					Non-Grant	Grant				Non-o	Jianic Grant					Non-Grant	Grant					Non-Grant C	Tant				Non-Grant	Giant					Non-Grant	Grant		
ancing Sources	3 456 684	170 484	 	3.62	27 168 3 400 00	170 484				3 570	184									-							_						_									+ + + + + + + + + + + + + + + + + + + +	
ancing Sources	3,430,004	134 618		13	34 618	170,404	134 618		 	13/	618															<u> </u>							_			+	- - - 					+ + + + + + + + + + + + + + + + + + + +	
inancing Sources	130.475	376.603 9 1	53.129	67	70.216 130.47	75 376,603	9	-		507	087					_					-												-						-			 	
TOTAL REVENUES	3,587,159	547,087 134,627 1	53,129	- 4,43	32,002 3,530,47	'5 547,087	134,627		-	- 4,212	189 -	-		-		-	-			- -		- 1	-	-			- 1	-	-			-	-	-		-		-	-				
URES																																											
	999.035	146.914 9.667		1.15	55.616 1.050.00	0 146.914	9.667			1,206	581					-					-												-						_				
efits	1.060.152	123,243 3,562		1.18	86.957 1.115.00	0 123,243	3,562			1,241	805					-					-												-						_				
l Expense	299,590	4,308 351		30	04,249 300,00	0 4,308	351			304	659					-					-						-						-						-				
•	7,584	, l			7,584 8,00	00				8	000					- 1					-						- 1						-						-				
munications	30,116	3,339 37		3	33,492 31,00	0 3,339	37			34	376					- 1					-						- 1						-						-				
2	3,231	345			3,576 3,30	00 345				3	645					-					-						-						-						-				
ce	1,720				1,720 1,80	00				1	800					-					-						-						-						-				
State	1,873				1,873 1,90	00				1	900					-					-						-						-						-				
ut of State					-						-					-					-						-						-						-				
	1,283				1,283 1,30	00				1	300					-					-						-						-						-				
	2,881	578 3			3,462 2,90	0 578	3			3	481					-					-						-						-						-				
s Operations	3,010	1	10,369	14	43,379 3,10	00		-		3	100					-					-						-						-						-				
	17,403			1	17,403 18,00	00				18	000					-					-						-						-						-				
ed Services	683,064	1,730 107,769		79	92,563 700,00	0 1,730	107,769			809	499					-					-						-						-						-				
ng and Professional																																											
s - County Provided	7,342	147,410 2,575		15	57,327 7,40	0 147,410	2,575			157	385					-					-						-						-						-				
ion Technology (IT)	199,497	23,191 896		22	57,327 7,40 23,584 200,00	0 23,191	896			224	087					-					-						-						-						-				
quipment	43,847			4	43,847 44,00	00				44	000					-					-						-						-						-				
ems of Expense	1,334				1,334 1,40	00				1	400					-					-						-						-						-				
sts	1,420				1,420 1,50	00				1	500					-					-						-						-						-				
	2,485				2,485 2,50	00				2	500					-					-						-						-						-				
vice					-						-					-					-						-						-						-				
onstruction					-						-					-					-						-						-						-				
uted Administration &																																											
on	(74,140)	71,583 2,557			-						-					-					-						-						-						-				
ar Expense Adjustment	12,142	11,123	11,039	3	34,304			11,721		11	721					-					-						-						-						-				
rvice nstruction ted Administration & on ar Expense Adjustment TOTAL EXPENDITURES	3,304,869	522,641 138,540 1	51,408	- 4,11	17,458 3,493,10	0 451,058	124,860	11,721 -	-	- 4,080	739 -	-		-		-	-					-	-	-			-	-	-			-	-	-		-		-	-				
g Transfers In (Out)	(6,284)	2,371 3,913			-						-					-					-	1					-						-						-			+	
g Transfers In (Out) Ince (Deficit) Ing Balance (Deficit) Balance (Deficit)																																											
ing Balance (Deficit)	368.511	141.507		51	10.018 644 51	.7 168,324	_	11.721 -	_	- 824	562 681.892	264.353	9.767 -	_	_ _	956.012	681,892	264.353 9.7	767 -		- 956,012 - 956,012	681,892	264,353	9,767		-	956,012	681,892 681.892	264.353	9.767 -	_ _	1 .	956,012 68 956,012 68	81,892 264,3 81,892 264,3	353 9.767	,		g ^r	56,012 681,8 56,012 681,8	1.892 264 31	353 9 76	1	
g Balance (Deficit)	644 517	168 324	11 721	_ 07	10,018 644,51 24.562 681.89	26/ 252	0 767			054	681,892 012 681,892	264,353 264,353	0.767		 	956,012 956,013	691 993	264 252	767		056,012	501,002	264,353	0.767			056,012	CO1 CO2	264,353	0.767	1	1	055,012	204,000	3,70	.+ +			66 012 691	1,892 264,3! 1,892 264,3!	252 9,76	77	

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Sec. IV.B

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	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	•	Select Fiscal Year		Select Fiscal Year	•	Select Fiscal Year	Select Fiscal Year	•	Select Fiscal Year	lacksquare	Select Fiscal Year	•	Total
Contribution	70,3	382														70,382
Expenditures	70,3	382														70,382
Cumulative Balance		-		-		-		-	-		-		-		-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

·			
Please check the type of request:			COUNCIT ON
NEW REQUEST (Complete Section	n I, III, and IV only.)		3
☐ AMENDED REQUEST (Complete	1926		
SECTION I: GENERAL INFORMAT	TION		
SUPERIOR COURT:	PERSON AUTHORIZING REQUEST (Presid	ina Judae or Cou	rt Executive Officer):
Lake	J. David Markham, Presiding Judge		,
	CONTACT PERSON AND CONTACT INFO:		
	Michaela Noland, michaela.noland@lake.co		
DATE OF SUBMISSION:	TIME PERIOD COVERED BY THE	REQUESTED A	MOUNT:
7/27/2023	REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE:	\$178,225	
	FY22 - FY25		
REASON FOR REQUEST (Please be project/proposal. Use attachments if	riefly summarize the purpose for this request, in	ncluding a brief de	scription of the
completion and move to a new courtl furnishing costs for the new Lake Co be complete in late 2025 or early 202 facility with a new four courtroom fac	s \$178,225 to be held on the court's behalf for chouse. The court is responsible for moving cosunty Courthouse. The courthouse is a new court. The New Lakeport Courthouse will replace illity of approximately 46,000 square feet. The relding for court staff and the Lake County comm	ts and some equi irt construction pro an overcrowded, iew building will p	pment and oject estimated to shared use
uncertain nature of future funding for	essary so that the new courthouse may be oper the trial courts, it is necessary and fiscally resp the court has the resources to do so.		
court will be responsible for several of appliances, office equipment, trash of system. The court intends to sequent copy machine replacements with the building, the need for copy machines prepared to handle these costs. It must be safe and efficient operation of the building.	desponsibility of Facilities Costs between the Juriategories of one-time expenses such as moving ans, copiers, postage meters, network connections the regular technology refresh and replacement new building occupancy. Additionally, due to the phones and other equipment will increase. The ay be necessary to augment the project budget ilding are eliminated from the project construction.	g costs, break roo ion, servers, telep ent cycle as well a he increase in siz- ne court wishes to if certain items in	om equipment, whones and VoIP as telephone and e of the new be fully
SECTION II: AMENDED REQUEST	CHANGES		
A. Identify sections and answers	amended.		
B. Provide a summary of the cha			
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	budget 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

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
	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.
_	A specific funding and expenditure ashabilis identifying the executo to be contributed and expended by
ט.	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):

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

FY 2022-23	7		A (P. 4.	FÚI	NDS			
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	<u> </u>	•	-	-	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			***	
	General	Special Revenue	Special Revenue		CAC. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1.			
Description	General	Non-Grant	Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	5,270,860			i				5,270,860
Grants	-		264,359				·	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			Ü				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 &		<u> </u>						
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)	-	-	-	-	1,030,843

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	ΓY	′ 2024-25	Select Fiscal Year	Select Fiscal Year	Select Fi	scal Year	Select Fiscal Year	Select Fiscal Yea	. 🔻	Total
Contribution	178	,225	•	\neg $ $									178,225
Expenditures			-		178,225		_						178,225
Cumulative Balance		,225	178,22	5		-	-		-	-		-	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.)		TWO HOOR							
☐ AMENDED REQUEST (Complete :		1926								
SECTION I: GENERAL INFORMAT	ION									
SUPERIOR COURT: Nevada PERSON AUTHORIZING REQUEST (Presiding Judge or Court Executive Office Laila Waheed, Court Executive Officer										
	CONTACT PERSON AND CONTACT INFO: Theresa Lambert, theresa.lambert@nccou	rt.net								
DATE OF SUBMISSION: 8/4/2023	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: 2022-2024	REQUESTED A \$110,000	AMOUNT:							
REASON FOR REQUEST (Please b. project/proposal. Use attachments if a	ı riefly summarize the purpose for this request, ir 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 public and court staff as well as impro	ne-time basis to move select projects forward a eased salary and operating expenses. The proprtroom, and secured areas, a vehicle purchase projects each have different impacts. They will invese service levels by enhancing operational efficiency.	oosed projects inc , and an expande mprove safety, ar	lude courthouse d pilot project for							
SECTION II: AMENDED REQUEST	CHANGES									
A. Identify sections and answers	amended.									
B. Provide a summary of the char	iges to the request.									
SECTION III: TRIAL COURT OPER	ATIONS AND ACCESS TO JUSTICE									
A. Explain why the request does r year encumbrance term.	not fit within the court's annual operational	budget process a	and the three-							
the pace of expansion. As a result, th	nificantly in FY 22-23 and did not allow for cour e court has onetime funds that can support imp the funds are not held, the court will be unable	provements that w	ould not							

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.

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

Ple	ease 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

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		FUNDS									
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

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 fiscal years th	the trial court wou	ould either be contributing to or receiving di	listributions from the TCTF fund balance held on the court's behalf													
F	2022-23	▼	FUNDS	FY 2023-24 ▼	FUNDS	Select Fiscal Year ▼ FUNDS	Select Fiscal Year ▼ FUNDS	S	Select Fiscal Year	▼	FUNDS	Select Fiscal Year ▼	FUNDS	Select Fiscal Year ▼ FUNDS	Select Fiscal Year ▼ FUNDS		
Description	General Spe	pecial Revenue Sp Non-Grant	Special Revenue Grant Capital Projects Debt Service	e Proprietary Fiduciary TOTAL General Special Revenue Special Revenue Grant	Capital Projects	ry Fiduciary TOTAL General Special Revenue Non-Grant Special Revenue Grant Capital Projects Debt Service Proprietary Fiduciary	TOTAL General Special Revenue Special Revenue Capital Project	cts Debt Service Proprietary Fiduciary TOTAL	General	Special Revenue Special Rev Non-Grant Grant	venue t Capital Projects Debt Service P	Proprietary Fiduciary TOTAL General Special Revenue Special Revenue Grant	Capital Projects Debt Service Proprietary	y Fiduciary TOTAL General Special Revenue Special Revenue Grant Capital Projects Debt Service Proprieta	y Fiduciary TOTAL General Special Revenue Special Revenue Capital Projects	Debt Service Proprietary Fiduci	ary TOTAL
REVENUES																	
State Financing Sources	8,982,188	339,622	326,720	9,648,530 7,534,756		7,534,756	-	-				-			-		-
Grants							-	-				-			-		-
Other Financing Sources	283,268	255,449	11,176	549,893		 	-	 		 		- -		 	 		-
TOTAL REVENUES	9,265,456	595,071	337,896	10,198,423 7,534,756		- 7,534,756		 	-	-	- -		 				
EXPENDITURES																	
Salaries	3,477,086	92,485	115,249	3,684,820			-	-				-		-	-		-
Staff Benefits	2,896,607	45,046	89,808	3,031,461			-	-				-		-	-		-
General Expense	168,482	1,404	5,183	175,069			-	-				-		-	-		-
Printing	14,948			14,948			-	-				-		-	-		-
Telecommunications	45,621	273	10,973	56,867			-	-				-		- -	-		-
Postage	40,640	11	789	41,440			-	-				-		- - - - - - - - - -	-		
Insurance	154			154			-	-				-		- - - - - - - - - -	-		-
Travel in State	8,780			8,780			-	-				-		- - - - - - - - - -	-		-
Travel Out of State				-			-	-				-		- -	-		
Training	11,754			11,754			-	-				-		- -	-		-
Security	100,103		35,746	135,849			-	-				-		- -	-		-
Facilities Operations	68,322			68,322			-	-		 		-			-		-
Utilities				-			-	-		 		-			-		-
Contracted Services	526,107	55,193	34,117	615,417			-	-		 		-			-		-
Consulting and Professional										1							
Services - County Provided	12,745	286,477	4,054	303,276			-	-				-			-		-
Information Technology (IT)	12,745 1,745,347 49,030	769		1,746,116		 	-	 		 		- -		 			-
Major Equipment	49,030			49,030		 	- - - - - - - - - -	 		 				 	-		-
Other Items of Expense	3,959			3,959		 	- 	 		 		- -	 	 	 		
Juror Costs	24,512		543	24,512	 	 	 	 		 	- - - - - - - - - - 	- - - - - - - - - - 	 	 	 	 	-
Other	70		543	613	 	 	 	 		 	- - - - - - - - - - 	- - - - - - - - - - 	 	 	 	 	
Count Construction				 			<u> </u>	 				<u> </u>			<u> </u>		-
Debt Service Court Construction Distributed Administration &				 			- 	 		+		- 			-		- -
Allocation	(82.400)	41.389	41.011				_	_									_
Prior Year Expense Adiustment	1.952	-,	423	2,375			_			1							_
Allocation Prior Year Expense Adjustment TOTAL EXPENDITURES	9,113,819	523,047	337,896	- 9,974,762					-	-							
Operating Transfers In (Out) Fund Balance (Deficit) Beginning Balance (Deficit) Ending Balance (Deficit)			<u> </u>	 			_	 				- -	 		 	 	-
Fund Polones (Poficit)										+ + + + + + + + + + + + + + + + + + + +							
Positiving Polaries (Deficit)	204 705	204.444		COT 020 442 242 455 420	 	000 404 7 070 000 466 420	0.444.227 7.070.000 400.420	0.111.00	7 070 000	455 420		0.444.227 7.070.000 455.420	 	0.444.227 7.070.000 455.420	0.444.337 7.070.000 466.430	 	0.444.337
Beginning Balance (Deficit)	291,706 443,343	394,114		685,820 443,343 466,138 - - 909,481 7,978,099 466,138 -		- 909,481 7,978,099 466,138 - <td< td=""><td>8,444,237 7,978,099 466,138 - - 8,444,237 7,978,099 466,138 - -</td><td> 8,444,237 8,444,237</td><td>7,978,099</td><td>466,138</td><td>- - </td><td>- - 8,444,237 7,978,099 466,138 - - - 8,444,237 7,978,099 466,138 -</td><td>+ - +</td><td>- 8,444,237 7,978,099 466,138 - - - - 8,444,237 7,978,099 466,138 - - -</td><td>- 8,444,237 7,978,099 466,138 - - - 8,444,237 7,978,099 466,138 - -</td><td></td><td>- 8,444,237 - 8,444,237</td></td<>	8,444,237 7,978,099 466,138 - - 8,444,237 7,978,099 466,138 - -	8,444,237 8,444,237	7,978,099	466,138	- -	- - 8,444,237 7,978,099 466,138 - - - 8,444,237 7,978,099 466,138 -	+ - +	- 8,444,237 7,978,099 466,138 - - - - 8,444,237 7,978,099 466,138 - - -	- 8,444,237 7,978,099 466,138 - - - 8,444,237 7,978,099 466,138 - -		- 8,444,237 - 8,444,237
Ending Balance (Deficit)	443,343	466,138		- - 909,481 7,978,099 466,138 -	- - -	- 8,444,23/ /,9/8,099 466,138 - - - -	8,444,237 7,978,099 466,138 - -	- - 8,444,237	/ 7,978,099	466,138		- - 8,444,237 7,978,099 466,138 -		- 8,444,237 7,978,099 466,138 - -	- 8,444,237 7,978,099 466,138 - -		- 8,444,237

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 requirements of the second		OUNCILOR
AMENDED REQUEST (Comp	1926	
SECTION I: GENERAL INFOR	MATION	•
SUPERIOR COURT: Orange	PERSON AUTHORIZING REQUEST (Preside David Yamasaki, Court Executive Officer	ling Judge or Court Executive Officer):

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 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. 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.

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		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

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 projec	ions for the fiscal year	rs the trial court w	: would either be contributing to or receiving d	distributions from the TCTF fund balance held on the cou	ourt's behalf																						
	FY 2023-24	▼	FUNDS	FY 2024-	24-25 ▼	FUNDS		Select Fiscal Year	▼ FUNDS	Select Fiscal Year	▼	FUNDS		Selec	ect Fiscal Year	₹UNDS		Select Fiscal Year ▼	FUNDS		Select Fiscal Year	▼ FUNDS		Select Fiscal Year ▼	FUNDS		
Description	General	Special Revenue Non-Grant	Special Revenue Grant Capital Projects Debt Service	ce Proprietary Fiduciary TOTAL G	General Special Revenue Sp Non-Grant	pecial Revenue Grant Capital Projects Debt Service Proprietar	y Fiduciary TOTAL	General Special Rev	evenue Special Revenue Capital Projects Debt Service Proprietary Fiduciary	TOTAL General	Special Revenue Special Revenu Non-Grant Grant	Capital Projects Debt Se	ervice Proprietary Fiduciary	TOTAL	General Special R Non-G	evenue Special Revenue Capital Projects Debt Se	rvice Proprietary Fiduciary TOT	TAL General Special Revenue Spe Non-Grant	cial Revenue Grant Capital Projects Deb	bt Service Proprietary F	Fiduciary TOTAL General Special Re	venue Special Revenue Capital Projects Debt Service Pro	prietary Fiduciary TOTAL	General Special Revenue Specia	ecial Revenue Capital Projects Debt	bt Service Proprietary Fiduciary	/y TOTAL
REVENUES																											
State Financing Sources	192,260,000			192,260,000 2	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	5	62,343,515	21,433,876		21,433,876			-				-				-			-			-			
TOTAL REVENU	S 233,169,639	21,433,876	4,455,485	259,059,000 2	237,488,604 21,433,876	4,455,485	- 263,377,965	-				-		-	-												
EXPENDITURES																									-	-	-
Salaries	111.922.050	21.433.876	4.455.485	137.811.411 1	114.720.101 21.433.876	4.455.485	140.609.462			. 1	1	1		-				.			_			_			
Staff Benefits	76,204,610	,,	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	76,204,610	78.109.725	1,100,100	78.109.725				1	1 1		-				-			-			-			
General Expense	2,443,286			2,443,286	2.443.286		2,443,286			- 1	1	1 1		-				-			-			-			-
Printing	377,606			377,606	377,606		377,606			- 1		1		-				-			-			-			-
Telecommunications	1,145,683			1,145,683	1,145,683		1,145,683			-				-				-			-			-			-
Postage	1,030,800			1,030,800	1,030,800		1,030,800			-				-				-			-			-			-
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	582,870 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 9.381.408			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			18,211,370 803,000 969,949	18,241,370		18,241,370			-				-				-			-			-			-
Juror Costs	803,000			803,000	803,000		803,000			-				-				-			-			-			-
Other	803,000 969,949			969,949	803,000 969,949		969,949			-				-				-			-			-			-
Debt Service				-			-			-				-				-			-			-			-
Court Construction				-			-			-				-				-			-			-			
Court Construction Distributed Administration &										_				_				_			_			_			
Allocation Prior Year Expense Adjustmen TOTAL EXPENDITUR			 	 			 				 	 	 	_		 		_						_			-
TOTAL EXPENDITUR	ES 234,178,934	21,433,876	4.455.485	260.068.295 2	240,430,841 21,433,876	4.455.485	- 266,320,202			 	 			_	_		_										
	204,170,004	22,433,070	1,133,133	200,000,233	21,733,070	.,,	200,320,202																				
Operating transfers in (Out)							-			-				-				-			-			-			
Fund Balance (Deficit)																											
Beginning Balance (Deficit)	23,437,278			23,437,278 - 22,427,983	22,427,983 -		- 22,427,983 - 19,485,747	19,485,747		19,485,747 19,485,74 19,485,747 19,485,74	7	-		19,485,747	19,485,747		19	9,485,747 19,485,747 -			- 19,485,747 19,485,747 - 19,485,747 19,485,747		- 19,48	85,747 19,485,747 -			- 19,485,747
Operating Transfers In (Out) Fund Balance (Deficit) Beginning Balance (Deficit) Ending Balance (Deficit)	22,427,983	-		- 22,427,983	19,485,747		19,485,747	19,485,747		19,485,747 19,485,74	7	-		19,485,747	19,485,747		19 19	9,485,747 19,485,747 -			- 19,485,747 19,485,747		- 19,48	85,747 19,485,747 - 85,747 19,485,747 -			- 19,485,747 - 19,485,747

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	(459,770	(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		OUNCIL OF					
	NEW REQUEST (Complete Section I, III, and IV only.) AMENDED REQUEST (Complete Sections I through IV.)						
SECTION I: GENERAL INFO	DRMATION						
SUPERIOR COURT: Orange	PERSON AUTHORIZING REQUEST (Pre David Yamasaki, Court Executive Office	,					
	CONTACT PERSON AND CONTACT IN	FO:					

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.

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				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

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 20	2023-24	▼	FUNDS	FY 2024-25	▼ FUNDS		Select Fiscal Year ▼	FUNDS	Select Fiscal Year	₩	NDS	Selec	ct Fiscal Year	FUNDS		Select Fiscal Year ▼		FUNDS		ect Fiscal Year	FUNDS		Select Fiscal Year ▼	FUNDS	
	General Spe	pecial Revenue Sp	Grant Capital Projects Debt Service	ce Proprietary Fiduciary TOTAL General Special Rev	venue Special Revenue Capital Projects Debt Service	Proprietary Fiduciary TOTAL	General Special Revenue Special Non-Grant	Grant Capital Projects Debt Service Proprietary Fiduciary	TOTAL General	Special Revenue Special Revenue Capital Pr	ojects Debt Service Proprietary Fiducia	ry TOTAL	General Special Rev	enue Special Revenue Capital Projects De	ebt Service Proprietary Fiduciary	TOTAL General Special Revenu	nue Special Revenue Ca Grant	apital Projects Debt Service Proprietary	Fiduciary TOTAL	General Special Revenue Special Non-Grant G	Revenue Capital Projects Debt Service Proprieta	ry Fiduciary TOTAL	General Special Revenue Special Revenue Non-Grant Grant	Capital Projects Debt Service	Proprietary Fiduciary
																									1
Sources	192,260,000			192,260,000 237,488,604		237,488,604			-			-				-			-						1
			4,455,485	4,455,485	4,455,485	4,455,485			-			-				-			-						
ng Sources	40,909,639	21,433,876		62,343,515 21,43 - 259,059,000 237,488,604 21,43	33,876	21,433,876			-			-				-			-						1
TOTAL REVENUES	233,169,639	21,433,876	4,455,485	259,059,000 237,488,604 21,43	33,876 4,455,485	- 263,377,965							-									-	<u> </u>		-
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	111,522,030	21,433,670	7,733,763	76,204,610 78,109,725	13,070	78 109 725			 	+ + + + + + + + + + + + + + + + + + + +	 	 				-			 				_	+ + +	
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e	37.172			37.172 37.172		37.172			-			-	1			-	1 1								1
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	80,105			80,105 80,105		80,105			-			-				-			-				-		1
ions	3,741,155			3,741,155 3,741,155		3,741,155			-			-				-			-				-		1
	, ,					-			-			-				-			-				-		1
ices	5,805,992			5,805,992 6,386,591		6,386,591			-			-				-			-				-		1
Professional																									1
ices Professional ry Provided	1,045,152			1,045,152 1,045,152		1,045,152			-			-				-			-			.	-		1
nnology (IT)	1,045,152 9,381,408			9,381,408 10,319,549		10,319,549			-			-				-			-				-		1
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rpense	18,211,370			18,211,370 18,241,370		18,241,370			-			-				-			-				-		1
	18,211,370 803,000 969,949			803.000 803.000		803,000			-			-				-			-				-		1
	969,949			969,949 969,949		969,949			-			-				-			-				-		1
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EXPENDITURES	234,178,934	21,433,876	4,455,485	260,068,295 240,430,841 21,43	3,876 4,455,485	266,320,202	- -						-										·		
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(Deficit)	22,427,983	-	- -	- 22,427,983 19,485,747	- - -	- 19,485,747	19,485,747 -		19,485,747 19,485,747	7 - -	<u>- - </u> -	- 19,485,747	19,485,747	- - -	- - -	19,485,747 19,485,747 -	- -	- - -	- 19,485,747	19,485,747 -	- - -	- 19,485,7	. 47 19,485,747 - -	<u> </u>	

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)	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

I, III, and IV only.)										
Sections I through IV.)										
ON										
PERSON AUTHORIZING REQUEST (Presiding Judge or Could David Yamasaki, Court Executive Officer										

DATE OF SUBMISSION:

8/4/2023



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.):

TIME PERIOD COVERED BY THE

CONTACT PERSON AND CONTACT INFO:

REQUEST, INCLUDING CONTRIBUTION

AND EXPENDITURE: JUL 2023-JUN 2025

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

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 projec	ions for the fiscal year	rs the trial court w	: would either be contributing to or receiving d	distributions from the TCTF fund balance held on the cou	ourt's behalf																						
	FY 2023-24	▼	FUNDS	FY 2024-	24-25 ▼	FUNDS		Select Fiscal Year	▼ FUNDS	Select Fiscal Year	▼	FUNDS		Selec	ect Fiscal Year	₹UNDS		Select Fiscal Year ▼	FUNDS		Select Fiscal Year	▼ FUNDS		Select Fiscal Year ▼	FUNDS		
Description	General	Special Revenue Non-Grant	Special Revenue Grant Capital Projects Debt Service	ce Proprietary Fiduciary TOTAL G	General Special Revenue Sp Non-Grant	pecial Revenue Grant Capital Projects Debt Service Proprietar	y Fiduciary TOTAL	General Special Rev	evenue Special Revenue Capital Projects Debt Service Proprietary Fiduciary	TOTAL General	Special Revenue Special Revenu Non-Grant Grant	Capital Projects Debt Se	ervice Proprietary Fiduciary	TOTAL	General Special R Non-G	evenue Special Revenue Capital Projects Debt Se	rvice Proprietary Fiduciary TOT	TAL General Special Revenue Spe Non-Grant	cial Revenue Grant Capital Projects Deb	bt Service Proprietary F	Fiduciary TOTAL General Special Re	venue Special Revenue Capital Projects Debt Service Pro	prietary Fiduciary TOTAL	General Special Revenue Specia	ecial Revenue Capital Projects Debt	bt Service Proprietary Fiduciary	/y TOTAL
REVENUES																											
State Financing Sources	192,260,000			192,260,000 2	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	5	62,343,515	21,433,876		21,433,876			-				-				-			-			-			
TOTAL REVENU	S 233,169,639	21,433,876	4,455,485	259,059,000 2	237,488,604 21,433,876	4,455,485	- 263,377,965	-				-		-	-												
EXPENDITURES																									-	-	-
Salaries	111.922.050	21.433.876	4.455.485	137.811.411 1	114.720.101 21.433.876	4.455.485	140.609.462			. 1	1	1		-				.			_			_			
Staff Benefits	76,204,610	,,	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	76,204,610	78.109.725	1,100,100	78.109.725				1	1 1		-				-			-			-			
General Expense	2,443,286			2,443,286	2.443.286		2,443,286			- 1	1	1 1		-				-			-			-			-
Printing	377,606			377,606	377,606		377,606			- 1		1		-				-			-			-			-
Telecommunications	1,145,683			1,145,683	1,145,683		1,145,683			-				-				-			-			-			-
Postage	1,030,800			1,030,800	1,030,800		1,030,800			-				-				-			-			-			-
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	582,870 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 9.381.408			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			18,211,370 803,000 969,949	18,241,370		18,241,370			-				-				-			-			-			-
Juror Costs	803,000			803,000	803,000		803,000			-				-				-			-			-			-
Other	803,000 969,949			969,949	803,000 969,949		969,949			-				-				-			-			-			-
Debt Service				-			-			-				-				-			-			-			-
Court Construction				-			-			-				-				-			-			-			
Court Construction Distributed Administration &										_				_				_			_			_			
Allocation Prior Year Expense Adjustmen TOTAL EXPENDITUR			 	 			 				 	 	 	_		 		_						_			-
TOTAL EXPENDITUR	ES 234,178,934	21,433,876	4.455.485	260.068.295 2	240,430,841 21,433,876	4.455.485	- 266,320,202			 	 			_	_		_										
	204,170,004	22,433,070	1,133,133	200,000,233	21,733,070	.,,	200,320,202																				
Operating transfers in (Out)				<u> </u>			-			-				-				-			-			-			
Fund Balance (Deficit)																											
Beginning Balance (Deficit)	23,437,278			23,437,278 - 22,427,983	22,427,983 -		- 22,427,983 - 19,485,747	19,485,747		19,485,747 19,485,74 19,485,747 19,485,74	7	-		19,485,747	19,485,747		19	9,485,747 19,485,747 -			- 19,485,747 19,485,747 - 19,485,747 19,485,747		- 19,48	85,747 19,485,747 -			- 19,485,747
Operating Transfers In (Out) Fund Balance (Deficit) Beginning Balance (Deficit) Ending Balance (Deficit)	22,427,983	-		- 22,427,983	19,485,747		19,485,747	19,485,747		19,485,747 19,485,74	7	-		19,485,747	19,485,747		19 19	9,485,747 19,485,747 -			- 19,485,747 19,485,747		- 19,48	85,747 19,485,747 - 85,747 19,485,747 -			- 19,485,747 - 19,485,747

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	632,00)							632,000
Expenditures	440,00	440,000	440,000	440,000					1,760,000
Cumulative Balance	192,00	(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:			OUNCILOR
NEW REQUEST (Complete Section	n I, III, and IV only.)	×	CIAL
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	the 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

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 threeyear 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.

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?

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.

Page 3 of 3

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					- 10,700,000			
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	<u> </u>					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 co

	FY 2023-24	-	u- v 1 12 to	FUNDS				
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES			214111					
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	181,204,709	10,238,105	5,323,745	-	<u>-</u>	-	_	196,766,559
EXPENDITURES								
Salaries	95,995,165	1,841,126	3,076,036					400.040.00
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	200,207	120,143					10,790,454
Telecommunications	2,063,327	16,476	49,776					318,679
Postage	831,078	20,170	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	0,550					598,350
Training	213,756		10,987					27,010
Security	2,110,088		20,507					224,743
Facilities Operations	13,902,412	25,000	2.077					2,110,088 13,929,489
Utilities								13,929,489
Contracted Services	26,103,436	1,046,000	371,942					27,521,378
Consulting and Professional Services		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,						27,521,576
- 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								730,000
Court Construction								
Distributed Administration &								
Allocation	(1,158,122)	283,391						(874,731
Prior Year Expense Adjustment								(0/4,/31
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						26 700 770
Ending Balance (Deficit)	7,833,802	1,678,053					-	26,799,779 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 2022-23	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								4,000,000
Expenditures		4,000,000							4,000,000
Cumulative Balance	4,000,000	-	-	-					4,000,000

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.)		ANDICIAL ANDICIAL
AMENDED REQUEST (Complete Sections I through IV.)		
SECTION I: GENERAL INFORMATION		
SUPERIOR COURT: San Bernardino	PERSON AUTHORIZING REQUEST (President Judge or Court Executive Officer): Anabel Z. Romero, CEO	
	CONTACT PERSON AND CONTACT INFO: Morgan Baxter, Deputy Court Executive Officer of Operations MBaxter@sb-court.org (909) 521-3489 Kristie Armistead, Deputy Director of Operations – Juvenile Courts KArmistead@sb-court.org (909) 269-8928 Kurt Feir, Supervising Budget Analyst KFeir@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.

Page 1 of 2 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?

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.

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	<u> </u>					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		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				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					133,020,273
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

FY 2023-24	T	FUNDS						
General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
178,824,647	8,161,325						186,985,972	
	3,202,020	5,323,745					5,323,745	
2,380,062	2.076.780	2,020). 13					4,456,842	
181,204,709	10,238,105	5,323,745		-		_	196,766,559	
95,995,165	1.841.126	3.076.036					100,912,327	
							38,490,455	
							10,790,454	
	16.476	49.776					318,679 2,129,579	
831,078							842,032	
87,500							87,500	
	16.588	6.530					598,350	
		0,000						
		10.987					27,010 224,743	
		20,507						
	25,000	2.077					2,110,088	
		2,077					13,929,489	
26.103.436	1.046.000	371 942					27 524 270	
	2,010,000	372,342					27,521,378	
159.120	2,753,069						2 042 400	
							2,912,189	
							10,683,875	
		94					1,856,876 109,191	
							635,000	
							750,000	
							730,000	
(1.158.122)	283.391			1			(07A: 721)	
(,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,							(874,731)	
198,408,519	9,775,301	5,870,663	-				214,054,483	
(496,918)								
	, , , , , ,							
35 534 530	4 200 200							
							26,799,779 9,511,855	
	178,824,647 2,380,062 181,204,709 95,995,165 34,944,768 10,411,044 318,679 2,063,327 831,078 87,500 575,233 27,010 213,756 2,110,088 13,902,412 26,103,436 159,120 8,473,053 1,856,876 109,096 635,000 750,000 (1,158,122) 198,408,519	178,824,647 8,161,325 2,380,062 2,076,780 181,204,709 10,238,105 95,995,165 1,841,126 34,944,768 1,323,562 10,411,044 259,267 318,679 2,063,327 16,476 831,078 87,500 575,233 16,588 27,010 213,756 2,110,088 13,902,412 25,000 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 (496,918) (50,000)	Non-Grant Grant	General Special Revenue Non-Grant Special Revenue Grant Capital Projects 178,824,647 8,161,325 5,323,745 2,380,062 2,076,780 5,323,745 181,204,709 10,238,105 5,323,745 95,995,165 1,841,126 3,076,036 34,944,768 1,323,562 2,222,125 10,411,044 259,267 120,143 318,679 10,954 49,776 831,078 10,954 10,954 87,500 575,233 16,588 6,530 27,010 213,756 10,987 10,987 2,110,088 13,902,412 25,000 2,077 26,103,436 1,046,000 371,942 159,120 2,753,069 8,473,053 2,210,822 1,856,876 109,096 94 199,096 94 635,000 750,000 750,000 750,000 546,918 (1,158,122) 283,391 - - - 25,534,530 1,265,249 - -	General Special Revenue Non-Grant Special Revenue Grant Capital Projects Debt Service 178,824,647 8,161,325 2,380,062 2,076,780 181,204,709 10,238,105 5,323,745 95,995,165 1,841,126 3,076,036 34,944,768 1,323,562 2,222,125 10,411,044 259,267 120,143 318,679 2,063,327 16,476 49,776 831,078 10,954 87,500 27,010 213,756 10,987 26,103,436 1,046,000 371,942	General Special Revenue Non-Grant Special Revenue Grant Capital Projects Debt Service Proprietary 178,824,647 8,161,325 </td <td>General Special Revenue Non-Grant Special Revenue Grant Capital Projects Debt Service Proprietary Fiduciary 178,824,647 8,161,325 5,323,745 6 7 6 6 7<!--</td--></td>	General Special Revenue Non-Grant Special Revenue Grant Capital Projects Debt Service Proprietary Fiduciary 178,824,647 8,161,325 5,323,745 6 7 6 6 7 </td	

Current detailed budget projection ourt's behalf

	FY 2024-25	~		FUNDS		- 17		
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					104 060 636
Staff Benefits	36,036,175	1,364,955	2,291,618					104,069,626
General Expense	6,163,757	217,237	100,667					39,692,748
Printing	191,426		200,007					6,481,661
Telecommunications	1,239,409	9,897	29,900					191,426 1,279,206
Postage	499,216		6,580					505,796
Insurance	52,560		0,500					52,560
Travel in State	345,533	9,964	3,922					359,419
Travel Out of State	16,224		0,011					16,224
Training	128,400		6,599					134,999
Security	1,267,498		5,000					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								10,551,671
- County Provided	95,581	1,653,727		Ni .				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								430,314
Court Construction					1			
Distributed Administration &								
Allocation	(695,666)	170,228				1		(525,438)
Prior Year Expense Adjustment	1,691,843	·						1,691,843
TOTAL EXPENDITURES	176,982,309	7,297,485	6,016,558	- 1		-		190,296,352
Operating Transfers In (Out)	(689,829)		689,829					
Fund Balance (Deficit)								
Beginning Balance (Deficit)	7,833,802	1,678,053	_	-	_			0 544 025
Ending Balance (Deficit)	11,237,518	1,028,396	(0)		-			9,511,855 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	-	-	-		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, 00					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		-,					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	-							
Contracted Services	16,463,931	659,732	234,591					17,358,254
Consulting and Professional Services								,550,251
- 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		-		-	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	
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

	FY 2023-24	FY 2024-25 💌	FY 2025-26	Select Fiscal Year		Select Fiscal Year	Select Fiscal Year	•	Select Fiscal Year	Total
2,337,861					T					2 227 004
	1,000,000	1,000,000	337,861		1			_		2,337,861
2,337,861	1,337,861	337,861	***		\forall			_		2,337,861
	2,337,861	2,337,861 1,000,000	2,337,861 1,000,000 1,000,000	2,337,861 1,000,000 1,000,000 337,861	2,337,861 1,000,000 1,000,000 337,861	2,337,861 1,000,000 1,000,000 337,861	2,337,861 Select riscal Year Year Select riscal Yea	2,337,861 Select riscal Year Select Fiscal Year Sel	2,337,861 Select riscal Year Sel	FY 2022-23 ▼ FY 2023-24 ▼ FY 2024-25 ▼ FY 2025-26 ▼ Select Fiscal Year

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:			OUNCIL OA							
NEW REQUEST (Complete Section	Z Z									
☐ AMENDED REQUEST (Complete	Old 1926									
SECTION I: GENERAL INFORMAT	ION	(1)								
SUPERIOR COURT: San Bernardino	PERSON AUTHORIZING REQUEST (Provide Anabel Z. Romero, CEO	ing Judge or Cou	rt Executive Officer):							
CONTACT PERSON AND CONTACT INFO: Morgan Baxter, Deputy Court Executive Officer of Operations MBaxter@sb-court.org (909) 521-3489										
	Daniel Melendrez, Information Technology (909) 269-8983									
DATE OF SUPMISSION.	Kurt Feir, Supervising Budget Analyst KF									
DATE OF SUBMISSION: 8/4/2023 TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY 2023-24 — 2024-25 TIME PERIOD COVERED BY THE REQUESTED AMOUNT: \$600,000										
PEASON FOR PEOUEST (Please h	I riefly summarize the purpose for this request, ir	ocluding a brief de	scription of the							
project/proposal. Use attachments if a		icidaling a brief de	scription of the							
agreement to include "speech-to-text strategic plan to continuously leverag software will provide judicial officers technologies delivers on the Court's of the court's country of the c	plans to pilot a limited expansion of its existing "real-time technologies. Adding this innovative te technology to modernize our courtrooms. Pilowith real-time record of recorded proceedings, wo overall mission and responsibility to modernize bilot program will be based on the number of conse is as follows:	functionality is in of installations of the where appropriate its operations to be	line with our his advance . Leveraging new etter serve the							
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 char	nges to the request.									
N/A										
SECTION III: TRIAL COURT OPER	ATIONS AND ACCESS TO JUSTICE									
A. Explain why the request does regar encumbrance term.	not fit within the court's annual operational t	oudget process a	and the three-							

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.

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

See attached workbook.

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

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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	- I					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				FUN	IDS			
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 contributing to or receiving distributions from the TCTF fund balance held on the contributing to or receiving distributions from the TCTF fund balance held on the contributing to or receiving distributions from the TCTF fund balance held on the contributing to or receiving distributions from the TCTF fund balance held on the contributing to or receiving distributions from the TCTF fund balance held on the contribution from the TCTF fund balance held on the contribution from the TCTF fund balance held on the contribution from the TCTF fund balance held on the contribution from the trial court would be contributed from the trial court would be contri

	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	Select Fiscal Year	Select Fiscal Year	Select Fiscal Year	Total
Contribution	600,000							600,000
Expenditures		300,000	300,000					600,000
Cumulative Balance	600,000	300,000				-		-

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.)		OTATI OTATI				
AMENDED REQUEST (Complete		1926					
SECTION I: GENERAL INFORMAT	ION	2)					
SUPERIOR COURT: Click here to enter court	PERSON AUTHORIZING REQUEST (Presiding Judge or Court Executive Officer): Anabel Z. Romero, CEO						
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	Manager DMele	endrez@sb-court.org				
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					
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 San Bernardino Superior Court requests approval for this TCTF Funds Held on Behalf in the amount of \$2,500,000 to improve our jury assembly and deliberation rooms. The Court's jury assembly rooms play a crucial role in ensuring a fair and efficient trial process by gathering potential jurors before they are selected for service. The current environment lacks the comfort and amenities necessary to provide jurors with an optimal experience during this critical phase. Similarly, the Court's jury deliberation rooms play an important role in the administration of justice. Ensuring the rooms are outfitted with modern audio/visual (AV) equipment eliminates potential issues during the trial process.

By investing in the enhancement of our jury assembly and jury deliberation rooms, the overall juror experience will improve. An improved juror experience means a more engaged and focused pool of potential jurors. With the reserved funds, a space that fosters a sense of relaxation and ease can be created, making the jurors feel respected and appreciated for their civic service. Jury assembly room improvements will include (but is not limited to) comfortable seating arrangements, new carpet, paint, signage, ergonomic counters and charging stations. Jury deliberation room upgrades will include newer displays and audio systems. By offering a more welcoming and better functioning working environment, a positive perception of the judicial system can be achieved. This inspires a stronger sense of civic responsibility amongst potential and serving jurors.

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.

> 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

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.

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					143,732,133		
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	<u> </u>					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					133,020,273			
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

	FY 2023-24	-		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL		
REVENUES		Non-Grant	Glafit							
State Financing Sources	178,824,647	8,161,325						405 000 000		
Grants	2. 0,02 .,0	0,101,525	5,323,745			_		186,985,972		
Other Financing Sources	2,380,062	2,076,780	3,323,743					5,323,745		
TOTAL REVENUES	181,204,709	10,238,105	5,323,745	_				4,456,842 196,766,559		
EXPENDITURES								190,700,339		
Salaries	95,995,165	1,841,126	2 076 026		1					
Staff Benefits	34,944,768	1,323,562	3,076,036 2,222,125					100,912,327		
General Expense	10,411,044	259,267						38,490,455		
Printing	318,679	259,267	120,143					10,790,454		
Telecommunications	2,063,327	16,476	40.776					318,679		
Postage	831,078	10,476	49,776					2,129,579		
Insurance	87,500		10,954					842,032		
Travel in State	575,233	16 500	5 520					87,500		
Travel Out of State	27,010	16,588	6,530					598,350		
Training	213,756		40.007					27,010		
Security	2,110,088		10,987					224,743		
Facilities Operations		35.000						2,110,088		
Utilities	13,902,412	25,000	2,077					13,929,489		
Contracted Services	26 4 22 4 24							•		
	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 projectionsurt'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			-		104.000.030
Staff Benefits	36,036,175	1,364,955	2,291,618					104,069,626 39,692,748
General Expense	6,163,757	217,237	100,667					
Printing	191,426		200,007					6,481,661
Telecommunications	1,239,409	9,897	29,900					191,426
Postage	499,216	5,007	6,580					1,279,206 505,796
Insurance	52,560		0,566					
Travel in State	345,533	9,964	3,922					52,560
Travel Out of State	16,224	3,301	3,322					359,419
Training	128,400		6,599					16,224 134,999
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					16 521 671
Consulting and Professional Services								16,531,671
- County Provided	95,581	1,653,727						1 740 200
Information Technology (IT)	5,089,633	1,328,007						1,749,308 6,417,640
Major Equipment	1,115,397	, , , , , ,						1,115,397
Other Items of Expense	65,532		57					
Juror Costs	381,435							65,589 381,435
Other	450,514							450,514
Debt Service								430,314
Court Construction								
Distributed Administration &								
Allocation	(695,666)	170,228		- 1				(525,438)
Prior Year Expense Adjustment	1,691,843							1,691,843
TOTAL EXPENDITURES	176,982,309	7,297,485	6,016,558		-	- 1	-	190,296,352
Operating Transfers In (Out)	(689,829)		689,829					,,
Fund Balance (Deficit)								
Beginning Balance (Deficit)	7,833,802	1,678,053		_				A 844 055
Ending Balance (Deficit)	11,237,518	1,028,396	(0)		-			9,511,855 12,265,914

Current detailed budget projection:

To the first term	FY 2025-26	•		FUNDS				150
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		,					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								
Contracted Services	16,463,931	659,732	234,591					17,358,254
Consulting and Professional Services								
- 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	-	-	\neg					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.)

SECTION I: GENERAL INFORMATION								
SUPERIOR COURT: San Luis Obispo								
	CONTACT PERSON AND CONTACT INFO: Geoff O'Quest, CFO, 805/706-3628, geoff.oquest@slo.courts.ca.gov							
DATE OF SUBMISSION: 8/4/2023	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY 2022-23 THROUGH FY 2023-24	REQUESTED AMOUNT: \$385,944						

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 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		FUNDS										
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		FUNDS										
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	₹	UNDS	Select	t Fiscal Year	FUNDS	Select Fiscal Year	▼	FUNDS	Select Fiscal Year	₹	Select Fiscal Year ▼	FUNDS		
rintion	General	Special Revenue Non-Grant	Special Revenue Capital Projects Debt Serv	rice Proprietary Fiduciary TOTAL General Special Reven	nue Special Revenue Capital Projects Debt Service Proprieta	tary Fiduciary TOTAL General	Special Revenue Special Revenue Capital Projects Debt Service Proprietary Fiduciary	TOTAL General Spe	ecial Revenue Special Revenue Capital P	Projects Debt Service Proprietary Fiduciary	TOTAL	General Special Rev Non-Gra	enue Special Revenue Capital Projects Debt Se	rvice Proprietary Fiduciary TOTAL General	Special Revenue Special Revenu	Capital Projects Debt Service Proprietar	y Fiduciary TOTAL General	Special Revenue Special Revenue Capital Projects Debt Service Pr	oprietary Fiduciary TOTAL General Special Revenue Non-Grant	Special Revenue Capital Projects	Debt Service Proprietary Fir	duciary 7
ion IFS		Non-Grant	Grant	Non-Grant	Grant		Non-Grant Grant		Non-Grant Grant			Non-Gra	iit Giant		Non-Grant Grant			Non-Grant Grant	Non-Grant	Grant		
Financing Sources	20,576,535	465.961	1	21.042.496 21.193.831 379.9	940 -	21.573.771		 			_			 	 							
	20,370,333	103,301	288.519	288.519 -	- 297.175	297.175					-						-		_		1	
Financing Sources	495,611	643,244	4	1,138,855 510,479 662,5	541 -	1,173,021		-			-			-			-		-		1	
TOTAL REVENUES	21,072,146	1,109,205	5 288,519 -	22,469,870 21,704,310 1,042,4	481 297,175	- 23,043,966 -					-	-									1	-
FLIDEC																						
C	11 505 602	21 550	0 109 020	11 625 262 12 190 077	112 /21	12 204 209		+ + +	+	 										+ + +		
on of its	6 717 201	21,550	5 102,020	6 947 627 6 096 076	115,421	7 002 524		 			-						-		-	+ + +		
I Fynanca	6/2 066	27,425	g 102,831	6/5 51/ 687 011 3.5	551	690 562																
g Expense	32 780	3,440	* 	32 780 34 091		34 001	 	 		 	 		 	 	+ + + + + + + + + + + + + + + + + + + +	 			- - - - - - - - - - 	+ +		
nmunications	133 606		+ + + + + + + + + + + + + + + + + + + +	133 606 146 966	_ _	146 966	 	+	+	 	 		 	 	+ + + + + + + + + + + + + + + + + + + +	 	-	 	- - - - - - - - - - 	+ +		
	75 805		+ + + + + + + + + + + + + + + + + + + +	75 805 78 837	_ _	78 837	 	 . 		 	1 .		 	- - - - - - - - - - 	 	 		 		+ + +		
се	8.429			8,429 8,766		8.766		1			<u> </u>						-				1	
n State	25.686			25.686 26.713		26.713		1 . 1			-			-			-		-			
it of State	-					-		-			-						-		-	1 1	1	
	20,628			20,628 21,453		21,453		-			-						-		-			
	1,674	423	3	2,097 1,741	436 -	2,177		-			-						-		-			
s Operations	35,568	45,930	0	81,498 36,991 47,3	308 -	84,299		-			-			-			-		-		1	
•						-		-			-								-		1	
ted Services	1,171,421	348,802	2 35,499	1,555,721 1,229,992 359,2	266 32,438	1,621,696		-			-			-			-		-		1	
ed Services ng and Professional																						
- County Provided	244,859	405,543	3	650,402 254,653 417,7	709 -	672,362		-			-			-			-		-			
tion Technology (IT)	212,663	274,443	3	487,106 227,549 282,6	676 -	510,226		-			-			-			-		-			
quipment	143,530			143,530 199,271		199,271		-			-			-			-		-			
ms of Expense	4,639			4,639 5,000		5,000		-			-			-			-		-			
ts	87,305			87,305 90,797		90,797		-			-			-			-		-			
						-		-			-			-			-		-			
vice						-		-			-			-			-		-			
nstruction						-		-			-			-			-		-			
uted Administration &																					1	
on	(42,170)		42,170	- (43,857)	- 43,857			-			-			-			-		-			
ar Expense Adjustment	2,286	4 40= =44		2,286 2,377		2,377		-			-						-		-			
IOTAL EXPENDITURES	21,023,846	1,127,564	4 288,519 -	22,439,929 22,175,405 1,110,5	947 297,174	- 23,583,526 -	 		- -	- - -	-	-	- -	- - - -				- - - -	- - - -			-
g Transfers In (Out)	(4,231)		1 -		-	-		-			-						-		-			
ervice construction uted Administration & ion ear Expense Adjustment TOTAL EXPENDITURES g Transfers In (Out) ence (Deficit) eng Balance (Deficit) Balance (Deficit)	/																					
nce (Deficit)	1 120 146	2 425 447	-	3 254 293 1 173 214 2 111 (010	3.284.233 702.120	2.042.553	2 744 674 702 420	2.042.552		2 744 674	702 120 2.04	2.553 0 -	2744 674	2042 553		2 744 574	120 2.042.552	2.744.674 702.120 2.042.55			
ig palance (Deficit)	1,129,146	2,125,147 2,111,019	<u>' </u>	3,254,293 1,173,214 2,111,0 3,284,233 702,120 2,042,5	0	3,284,233 702,120	2,042,555 U	2,744,674 702,120 2,744,674 702,120	2,042,553 U		2,744,674 2,744,674	702,120 2,04 702,120 2,04	2,553 0 -	- - 2,744,674 702,120 - - 2,744,674 702,120	20 2,042,553	0	- 2,744,674 702,5 - 2,744,674 702,5	,120 2,042,553 0	- - 2,744,674 702,120 2,042,55 - - 2,744,674 702,120 2,042,55	0 -		-
alance (Deficit)	1,1/3,214	2,111,019	9 - -	- - - 3,284,233 /02,120 2,042,5	553 0 - -	- - 2,/44,6/4 702,120		2,/44,6/4 /02,120	2,042,553 0	- - - -	2,/44,6/4	/02,120 2,04	2,555 U -	- - - 2,/44,6/4 702,120	20 2,042,553	0		,120 2,042,553 0 - -	- - 2,744,674 702,120 2,042,55	5 0 -		-

Sec. IV.B

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

	Expenses Category	Amazunt
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:			TCH O				
NEW REQUEST (Complete Section			CALLEON CALLED				
☐ AMENDED REQUEST (Complete	Sections I through IV.)		1926				
SECTION I: GENERAL INFORMAT	TON						
SUPERIOR COURT: Santa Clara	PERSON AUTHORIZING REQUEST (Presid Rebecca Fleming		rt Executive Officer):				
	CONTACT PERSON AND CONTACT INFO: Walter Eissmann; Weissmann@scscourt.c	org					
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 We are partnering with Tyler Technology.	logies to implement an automated minute order e hoping to have these funds held on behalf of t	r 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	RATIONS AND ACCESS TO JUSTICE						
year encumbrance term. Currently having several other IT toward this minute order automate	 A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term. Currently having several other IT projects in process along with limited staff resources restrains what we can put toward this minute order automation project. We are wanting to have funds held on behalf so we make sure we retain the funds available for this 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? 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

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	s for the fiscal years ti	the trial court wo	vould either be contributing to or receiving di	listributions from the TCTF fund balance held on the court's behalf														
	Y 2023-24	▼	FUNDS	Select Fiscal Year ▼	FUNDS	Select Fiscal Year ▼	FUNDS	Select Fiscal Year ▼	FUNDS	Sele	elect Fiscal Year	FUNDS	Select Fiscal Year ▼	FUNDS	Select Fiscal Year ▼ FUNDS	Select Fiscal Year ▼ FUNDS		
Description	General	pecial Revenue S	Special Revenue Grant Capital Projects Debt Service	e Proprietary Fiduciary TOTAL General Special Revenue Special Revenue Non-Grant Grant	Capital Projects	Fiduciary TOTAL General Special Revenue Special Revenue Capital	Projects Debt Service Proprietary Fiduciary	TOTAL General Special Revenue Special Reve Non-Grant Grant	Capital Projects Debt Service Proprietary Fidu	uciary TOTAL	General Special Re	venue Special Revenue Capital Projects Debt Service	ce Proprietary Fiduciary TOTAL General Special Revenue Special Non-Grant G	Revenue Capital Projects Debt Service Proprieta	ary Fiduciary TOTAL General Special Revenue Special Revenue Grant Capital Projects D	ebt Service Proprietary Fiduciary TOTAL General Special Revenue Non-Grant Grant Capital Project	ts Debt Service Proprietary Fiduc	ciary TOTAL
REVENUES																		
State Financing Sources	107,251,397			107,251,397		-		-		-					-			-
Grants	6,822,304			6,822,304		-		-		-			-		-	-		-
Other Financing Sources	4,067,000			4,067,000		-		-		-			-		-	-		-
TOTAL REVENUES	118,140,701	-		118,140,701							-							
EXPENDITURES																		
Salaries	95.743.776			95.743.776				-		-								_
Staff Benefits						-		-		-								-
General Expense	8,225,000			8,225,000		- -		-		-			-					-
Printing	100,000			100,000		- -		-		-			-					
Telecommunications	981,000			981,000		-		-		-			-		-	-		-
Postage	250,000			250,000		-		-		-			-		-	-		-
Insurance	67,000			67,000		-		-		-			-		-	-		-
Travel in State	75,000			75,000		-		-		-			-		-	-		
Travel Out of State	10,000			10,000		- -		-		-			-		- -			<u> </u>
Training	100,000			100,000		-		-		-					-			<u> </u>
Security	605,000			605,000		-		-		-			-		- -	-		
Facilities Operations	460,550			460,550		-		-		-						-		-
Utilities	200,000			200,000		-		-		-			-		-	-		
Contracted Services	5,212,000			5,212,000				-		-			-		-	- - - - - - - - - -		
Consulting and Professional																		
Services - County Provided	795,000 4,318,950			795,000	 	 		- 					 		 	- 	 	
Information Technology (II)	100,000			4,318,950		 		- 		- - 			 		 	- 	 	
Other Items of Evnence	100,000			100,000		 		-					 		 			
Other Items of Expense	612 000			612 000	+ +	 	 		 	-			 				+ + + + + + + + + + + + + + + + + + + +	
Other	013,000			013,000														-
Deht Service				 		 							 					-
Court Construction				 		 		_					 		 		 	- -
Distributed Administration &																		
Allocation								_		_			_ _					_
Prior Year Expense Adjustment								-		- 1								
TOTAL EXPENDITURES	117,856,276	-		117,856,276							-							
Debt Service Court Construction Distributed Administration & Allocation Prior Year Expense Adjustment TOTAL EXPENDITURES Operating Transfers In (Out) Fund Balance (Deficit) Beginning Balance (Deficit) Ending Balance (Deficit)				 	 	 	 	-		-			 	 		_	 	
Fund Palance (Deficit)																		
Poginning Polance (Deficit)				204.425	 	294 425	- - - - - - - - - - 	204 425	 	204 425	204 425	 	204 425		294.425	294 425	+ + + + + + + + + + + + + + + + + + + +	204.425
Ending Palance (Deficit)	284,425			- 284,425 284,425		- 284,425 284,425		204,425 - 204,425 -		- 284,425	294.425		284,425 284,425 284,425	<u> </u>	- - 284,425 - - - - - 284,425 - - -	- - - 284,425 - - - - - - 284,425 - - -		- 284,425
Ending Balance (Deficit)	284,425	-	- - -	284,425 284,425		- 284,425 284,425	- - -	284,425 -	- - -	- 284,425	284,425	- - - -	284,425 284,425 -	- - -	- - 284,425 - -	284,425 284,425	- -	- 284,425

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	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

Description	FY 2023-24	▼	Select Fiscal Year	•	Select Fiscal Year	•	Select Fiscal Year	•	Select Fiscal Year	Select Fiscal Year	•	Select Fiscal Year	lacksquare	Select Fiscal Year	•	Total
Contribution	350,	,000														350,000
Expenditures	350,	,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 AMENDED REQUEST (Complete Section)			TOUNCIL OF CALLED AND IN CALLE
SECTION I: GENERAL INFORMAT	ION	×1	
SUPERIOR COURT: Sutter	PERSON AUTHORIZING REQUEST (Presid Stephanie M. Hansel, Court Executive Offi	0	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	OM/
project/proposal. Use attachments if a The Court respectfully requests \$7 technological enhancements and facilities improvements, and replacements.	14,178.00 be held for the increased costs of acilities modifications, infrastructure enhan	previously plan cements, new te	ned echnology and
OF OTHER DESIGNATION OF OUR	201411050	· · · · · · · · · · · · · · · · · · ·	
A. Identify sections and answers			
B. Provide a summary of the char	nges to the request.		

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

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

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

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	▼	F	FUNDS			Select Fiscal Year	▼	FUNDS			Select Fiscal Year	▼	FUNDS			Select Fiscal	l Year 🔻		FUNDS			Select Fiscal Year	▼	FUNDS		Select	t Fiscal Year		FUNDS		Se	elect Fiscal Year	▼	FUNDS		
Description General Special Revenue Special Revenue Capi Non-Grant Grant	pital Projects Debt Service	Proprietary Fiduciary	TOTAL General	Special Revenue Sp Non-Grant	pecial Revenue Capital	Projects Debt Service Pro	pprietary Fiduciary	TOTAL	General Spec	cial Revenue Specia	Revenue Capital Projects Debt	Service Proprietary Fig	duciary TOTAL	General Sp	ecial Revenue Special F Non-Grant Gra	Revenue Capital Projects	Debt Service Proprietary	Fiduciary TO	TAL Gene	Special Rever	nue Special Reve	enue Capital Projects	Debt Service Proprietary	Fiduciary TOTAL	General	Special Revenue Special Non-Grant G	Revenue capital Projects Debt Se	rvice Proprietary Fiduciary	TOTAL	General Special Rever	nue Special Revenue Grant	Capital Projects Debt Servi	ce Proprietary Fiduciary	TOTAL	General Sp	ecial Revenue Special	Revenue Capital Projects De	Debt Service Proprietary F	Fiduciary TOTAL
DEVENUES				Non-Grant	Grant				IN IN	ion-grant (idit				Non-Grant Gra	ant				Non-Grain	. Giailt					Non-Grant G	lant			Non-Grand	Grant					Non-Grant (ant		
State Financing Sources								_									 								_	+		- 	 			+		_					
Grants			_					_											-						-				_					_					
Other Financing Sources			-					_											-						-				-					-					
TOTAL REVENUES				-	-			-	-	-			-	-	-			-	-	-	-			-		-			-	-				-	-	-			
EXPENDITURES																																							
Salaries			-					-											-						-				-					-					-
Staff Benefits			-					-											-						-				-					-					-
General Expense			-					-											-						-				-					-					-
Printing			-					-											-						-				-					-					
Telecommunications			-					-											-						-				-					-					'
Postage			-					-											-						-				-					-					'
Insurance			-					-											-						-				-					-					- '
Travel in State			-					-											-						-				-					-					- '
Travel Out of State			-					-											-						-				-					-					'
Training			-					-											-						-				-					-					'
Security			-					-											-						-				-					-					'
Facilities Operations			-					-											-						-				-					-					'
Utilities			-					-											-						-				-					-					'
Contracted Services			-					-											-						-				-					-					'
Consulting and Professional																																							,
Services - County Provided			-					-											-						-				-					-					'
Information Technology (IT)			-					-											-						-				-					-					'
Major Equipment			-					-											-						-				-					-					'
Other I tems of Expense			-					-											-						-				-					-					'
Juror Costs			-					-											-						-				-					-					'
Other			-					-											-						-				-					-					'
Debt Service Debt Service			-					-											-						-				-					-					-
Court Construction			-					-											-						-				-					-					-
Distributed Administration &																										1													,
Allocation			-					-											-						-				-					-					-
Prior Year Expense Adjustment			-					-											-						-				-					-					-
TOTAL EXPENDITURES			- -		-		- -	-	-	-		- -			-			-	-	-	-	- -		-		·	- -		-	-				-	-	-		- -	
Debt Service Court Construction Distributed Administration & Allocation Prior Year Expense Adjustment TOTAL EXPENDITURES Operating Transfers In (Out) Fund Balance (Deficit) Beginning Balance (Deficit) Ending Balance (Deficit)			-					<u>-</u>											-						-				-					-					
Fund Balance (Deficit)																																							
Beginning Balance (Deficit)				-	-			-	-	-		- -	-		-	- -		-	-	-	-	- -		-		- 1	- -		- 1	-				-	-	-	- -		-
Ending Balance (Deficit)				-	-				-	-	- -		- 1		-	- 1 - 1		-	-	-	-	- -		-		- 1	- -		- 1	-				-	-	-	_		_ _
0 1	I	1	I	ı	l	I I		<u> </u>	I	<u> </u>	I I	L	1	1	<u> </u>	l l	L	I	ı	1	1	1	1	1	1	1	I I	I I	1	1	I	I L			ı	I	I I		

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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	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

Description	FY 2022-23	FY 2023-24	FY 2024-25	Select Fiscal Year	Total				
Contribution	714,178								714,178
Expenditures		357,089	357,089						714,178
Cumulative Balance	714,178	357,089	-	-	-	-	-	-	-

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.)		S CITY OF THE STATE OF THE STAT								
☐ AMENDED REQUEST (Complete	Sections I through IV.)		1926								
SECTION I: GENERAL INFORMAT	ION										
SUPERIOR COURT: San Joaquin	PERSON AUTHORIZING REQUEST (Presid Stephanie Bohrer, Court Executive Officer	•	rt Executive Officer):								
CONTACT PERSON AND CONTACT INFO: Linda Courtright CFO, 209 992-52 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 A \$388,867	MOUNT:								
REASON FOR REQUEST (Please b project/proposal. Use attachments if	priefly summarize the purpose for this request, in additional space is needed.):	ncluding a brief de	scription of the								
improvements to the Manteca Courth data loss or service interruption durin											
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	RATIONS AND ACCESS TO JUSTICE										
year encumbrance term. This project could be completed to	not fit within the court's annual operational leads to the state of the court's annual operational leads to the complete it within the 22/23 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 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	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 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

		-	FUNDS			FUNDS				FUNDS				FUNDS				FUNDC				FLINDS				FUNDS		II	FLIND		
FY 20	022-23	FL	FUNDS	FY 2023-24	<u> </u>	FUNDS		FY 2024-25		FUNDS		FY 2024-25	▼	FUNDS		Select Fiscal Year	_	FUNDS		Select Fiscal Year		FUNDS		Select Fiscal	Year ▼	FUNDS		Select Fiscal Year	FUND)	
	General Special Revenue	Special Revenue Capital P	Projects Debt Service Proprietary	Fiduciary TOTAL General	Special Revenue Special Revenue	Capital Projects Debt Se	Service Proprietary Fiduciary	TOTAL Gener	al Special Revenue Special Re Non-Grant Grar	evenue Capital Projects Debt Serv	vice Proprietary Fiduciary	TOTAL General	Special Revenue Special Revenue Ca	tal Projects Debt Service Pr	oprietary Fiduciary TC	TAL General Special	Revenue Special Revenue Grant Grant	Capital Projects Debt Service	Proprietary Fiduciary	TOTAL General	Special Revenue Special	al Revenue Grant Capital Projects	Debt Service Proprietary Fiduciary	TOTAL Gene	eral Special Revenue Special S	Revenue Capital Projects Debt Serv	ice Proprietary Fiduciary	TOTAL General	Special Revenue Special Revenue Capital Proje	ts Debt Service Proprietary F	Fiduciary
	Non-Grant	Grant			Non-Grant Grant				Non-Grant Gran	nt			Non-Grant Grant			Non	Grant Grant				Non-Grant (Grant			Non-Grant Gr	rant			Non-Grant Grant Capital Proje		
a naina Cauras	F4 020 200 2F4 467			55.184.776																											-
ancing Sources	54,830,309 354,467	2 772 601		35,184,776				<u> </u>								-												-			
a naina Causasa	(22.711 1.700.201	2,772,601		2,772,601				<u> </u>								-												-			
TOTAL REVENUES	032,/11 1,/09,301 EF 463 030 3 133 939	2 772 601	-	2,402,072	+	+ +	+ +	-	+		+ + +		1 1		+ +	- + + -		+ +	+ + +	- +	+ +			- +	+ +		+ +	-	 	+ + +	
TOTAL REVENUES	33,403,020 2,123,828	2,772,801		- 60,333,449		-		-													-			-							<u> </u>
RES																															
	22,709,830 926,188	1,475,523		25,111,541				-				-				-				-				-				-			
nefits	18,030,622 451,328	718,392		19,200,342				-				-				-				-				-				-			
Expense	1,381,303 22,094	59,756		1,463,153				-				-				-				-				-				-			
	52,581 736	4,445		57,762				-				-				-				-				-				-			
munications	211,389	1,018		212,407				-				-				-				-				-				-			
	254,647	426		255,073				-				-				-				-				-				-			
re	37,525			37,525				-				-				-				-				-				-			
State	20,716 6,075	18,442		45,233				-				-				-				-				-				-			
it of State	3,845 8,357	17,547		29,749				-				-				-				-				-				-			
	17,329	1,215		18,544				-				-				-				-				-				-			
1	1,136,557	71,851		1,208,408				-				-				-				-				-				-			•
es Operations	1,233,331	17,451		1,250,782				-				-				-				-				-				-			
s	84,185			84,185				-				-				-				-				-				-			
ted Services	3,016,029 258,004	231,487		3,505,520				-				-				-				-				-				-			
ting and Professional																															
s - County Provided	56,370	7,827		64,197				- 1				-				-				-				-				-			
ation Technology (IT)	590,254 5,422	18,916		614,592				-				-				-				-				-				-			_
quipment	171,561	31,583		203,144				-				-				-				-				-				-			
ems of Expense	31,743			31,743				-				-				-				-				-				-			
sts	302,464 68,026	5		370,490				-				-				-				-				-				-			
				-				-				-				-				-				-				-			
ervice				- 1				-				-				-				-				-				-			
onstruction				-				-				-				-				-				-				-			
onstruction uted Administration &																															
on	(147,108) 20,018	127,090		-				-				-				-				-				-				-			
ar Expense Adjustment	(11,632) 1,548	11,055		971				-				-				-				-				-				-			
TOTAL EXPENDITURES	(147,108) 20,018 (11,632) 1,548 49,183,541 1,767,796	2,814,024		- 53,765,361		-		-					- -											-							-
ransfers In (Out)	(41,424) -	41,423		(1)				-				-				-				-				-				-			
(Deficit)	2,049,114 1,922,038 8,287,169 2,278,070																														
g Balance (Deficit)	2,049,114 1,922,038			3,971,152 8,2 - 10,565,239 8,2	87,169 2,278,070 -	-		10,565,239 8,2	87,169 2,278,070 87,169 2,278,070			10,565,239 8,287,169	2,278,070 -	- -	1	0,565,239 8,287,169 0,565,239 8,287,169	2,278,070 -			10,565,239 8,287,16	.69 2,278,070			10,565,239 8,	2,287,169 2,278,070			10,565,239 8,287,169 10,565,239 8,287,169	2,278,070		-
Balance (Deficit)	8,287,169 2.278.070	-		- 10,565,239 8.2	87,169 2,278,070 -	- 1		10.565,239 8.2	87,169 2,278,070	- -		10,565,239 8.287.169	2,278,070	- -	1	0.565.239 8.287.169	2.278.070			10.565.239 8.287.16	69 2.278.070			10.565.239 8	2.278.070			10,565.239 8.287.169	2,278,070		

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

Description	FY 2020-21		FY 2021-22	▼	FY 2022-23	F	FY 2023-24	FY 2024-25	•	Select Fiscal Year	lacksquare	Select Fiscal Year	•	Select Fiscal Year	V	Total
Contribution		-			388,867	7										388,867
Expenditures							50,000		338,867							388,867
Cumulative Balance		-	-	-	388,867	7	338,867		-		-		-		-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:		OUNCIL ON								
NEW REQUEST (Complete Section	n I, III, and IV only.)		THORN THE PROPERTY OF THE PROP							
AMENDED REQUEST (Complete	Sections I through IV.)		1926							
SECTION I: GENERAL INFORMAT	ION									
SUPERIOR COURT: Sierra	PERSON AUTHORIZING REQUEST (Preside Court Executive Officer	ling Judge or Cou	rt Executive Officer):							
	CONTACT PERSON AND CONTACT INFO: Ann Mendez, amendez@sierracourt.org, 5									
DATE OF SUBMISSION: 8/18/2023 TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY22-23 THROUGH FY23-24 REQUESTED AMOUNT: \$17,019										
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.	the process of completing needed alterations a Jury seating and gallery pews have been refurble. The courtroom, chambers, and court offices have the existing furniture in the courtroom. This furniture in the courtroom. This furniture 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 balances.	nd improvements bished. New carpe ave been repainte urniture was origine Court was unab p and chipping, we the project cannot be courted.	to its courtroom, et has been installed in ed. As part of the hally donated by a le to resurface the which was originally ot be funded by the							
SECTION II: AMENDED REQUEST	CHANGES									
A. Identify sections and answers										
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 year encumbrance term.	not fit within the court's annual operational l	oudget process a	and the three-							
	ne expense relative to the size of the Court's an plete this project into our regular operational bu									

multi-year savings to complete the 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 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

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

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

fiscal year

See attachment Sec. IV.D

Page 3 of 3

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

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 Trail 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
Stanislaus	Yes	374,998	2,076,813	Facility	Construction
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

\$ 11,355,245

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of reque			OUNCIL OF COUNCIL OF C
			TOIGN 1926
SECTION I: GENERAL INFORM	ATION		
SUPERIOR COURT: Colusa	PERSON AUTHORIZING REQUEST (Preside Court Executive Officer	ling Judge or Cour	rt Executive Officer):
	CONTACT PERSON AND CONTACT INFO		58-0695
DATE OF SUBMISSION: 8/4/2023	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: TO FY 25/26	REQUESTED A \$283,796.00	
financial undertaking that will inclushipment and installation of a new Council Facilities Project Manager time to obtain the quote, which was expend the funds would allow Colcompetitive quotes and handle the		oring, and furniture has been working v , it took an extenden ng an extended tir	e, and the with the Judicial ed amount of me frame to
SECTION II: AMENDED REQUE	ST CHANGES		
A. Identify sections and answe	ers amended.		
Section I: Time Period Covere	ed by the Request, Reason for Request		
B. Provide a summary of the c	hanges to the request.		
	6/30/2023. The changes in this amended request a he funds necessary to complete the project.	account for the nee	ed for additional time
SECTION III: TRIAL COURT OP	ERATIONS AND ACCESS TO JUSTICE		
A. Explain why the request do year encumbrance term.	es not fit within the court's annual operational	budget process a	and the three-
Colusa's yearly reserves will r	of the expense relative to the size of the court's ye not be sufficient to cover the cost of such a large p be term than that which is allowed by the 3-year er	roject. Colusa is pl	

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
	Please see attached.
C.	Identification of all costs, by category and amount, needed to fully implement the project
	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	General Special Revenue S Non-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

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 AMENDED REQUEST (Complete		TOUNCIL OF CALLED ON CALLE								
SECTION I: GENERAL INFORMAT										
SUPERIOR COURT: PERSON AUTHORIZING REQUEST (Presiding Judge or Court Executive Officer): Imperial Maria Rhinehart, Court Executive Officer										
	CONTACT PERSON AND CONTACT INFO:									
BATE OF OUR WOOLON	Rodolfo Quintero, rquintero@imperial.courts									
DATE OF SUBMISSION: 8/2/2012	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: CONTRIBUTION FY 19/20 \$94,663 FY 20/21 \$5,247.45, EXPENDITURE FY 23/24 \$99,910.45	REQUESTED A \$99,910.45 (no funds)	MOUNT: change on approved							
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 de	escription of the							
The Court did not have the opportunity to complete all the projects assigned to FY 22/23, due to specific circumstances mentioned below.										
Approved Project - Brawley Courthouse Move - \$ 30,000										
delayed and is projected to be compl	Brawley Move is pending the completion of the new Criminal Courthouse. The construction of the new building has been delayed and is projected to be completed sometime after October 2023. Once the keys to the building have been turned over to the Imperial Courts, then we can schedule the move of equipment and staff.									

Approved Project- Winterhaven Shade Structure \$48,003

This project can not be started until the Winterhaven exterior improvement project has been completed. In discussion with the JCC Regional Supervisor, the estimated time to start the improvement project would be October. This project itself has been delayed due to County survey regulation.

Approved Project – Air Management Equipment \$16,660 – Expenditures were Encumbered before June 30, 2023 and equipment was received in July 2023.

Approved Project- Signs and Light Fixture Replacement \$5,247.45 – Expenditures were Encumbered before June 30, 2023, and Items were received in July 2023.

We will complete these projects in FY 23/24

Thank you for your understanding

SE	CTION II: AMENDED REQUEST CHANGES
Α.	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
Α.	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

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

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

FY 2021-22				FUI	NDS			
Description	General	neral Special Revenue Sp Non-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				FUI	NDS			
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				F	Y 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				<u> </u>												
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	(39,994)	-	-	-	-	2,822,428	1,882,608	717,485	(79,988)	-	-	-	-	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

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	94,663	5,247							99,910
Expenditures			99,910						99,910
Cumulative Balance	94,663	99,910	-	-	-	-	-	-	-

Amended request

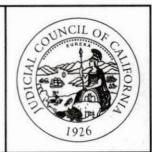
Description	FY 2019-20 T	FY 2020-21 V	FY 2022-23	FY 2023-24	Select Fiscal Year	Select Fiscal Year	Select Fiscal Year	Select Fiscal Year	Total
Contribution	94,663	5,247							99,910
Expenditures		-	-	99,910					99,910
Cumulative Balance	94,663	99,910	99,910	-	-	-	-	-	-

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 (Presiding Judge or Court Executive Officer): Krista LeVier					
	CONTACT PERSON AND CONTACT INFO: Michaela Noland Michaela.noland@lake.courts.ca.gov 707-263-2374, x2263					
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.

- 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	
0		
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

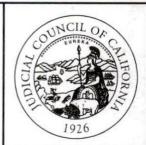
Description	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	Select Fiscal Year	Select Fiscal Year	Select Fiscal Year	Select Fiscal Year	Total
Contribution	9,229								9,229
Expenditures		3,500	3,500	2,229					9,229
Cumulative Balance	9,229	5,729	2,229					-	18,458

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

- A. Identify sections and answers amended.
- Entire requestAll 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

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

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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 INFORMATI	ON							
SUPERIOR COURT: Mariposa	PERSON AUTHORIZING REQUEST (Preside Court Executive Officer	ling Judge or Cou	rt Executive Officer):					
	CONTACT PERSON AND CONTACT INFO: Desire Leard							
DATE OF SUBMISSION: 8/4/2023	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

A.	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		FUNDS							
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		FUNDS								
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		FUNDS							
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							
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 $\ lacksquare$	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 V	FY 2022-23	FY 2023-24	Select Fiscal Year	Total				
Contribution	53,753	351,836							405,589
Expenditures		53,753	351,836						405,589
Cumulative Balance	53,753	351,836	-	-	-	-	-	-	-

REQUESTED AMOUNT:

\$167,532

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request: NEW REQUEST (Complete Section AMENDED REQUEST (Complete	1926				
SECTION I: GENERAL INFORMAT	ION PERSON AUTHORIZING REQUEST (Presiding Judge or Cou	ut Executive Officer):			
Click here to enter court	Lester Perpall	Tt Excoditive Officer).			
	CONTACT PERSON AND CONTACT INFO:				

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.*):

Tammy Laframboise 760-923-2304

REQUEST, INCLUDING CONTRIBUTION

TIME PERIOD COVERED BY THE

AND EXPENDITURE: FY 17-18 - FY 24-25

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

DATE OF SUBMISSION:

8/4/2023

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		FUNDS												
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		FUNDS												
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

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

	FV 2017-18	-	FUNDS	FY 2019-20		FUNDS	FY	2021-22	FUNDS	FV 2024-25	· ·		FUNDS		Select Fiscal Year	-	FUNDS		Select Fish	ral Year		FUNDS		Select Fiscal Vear		FUNDS			Select Fiscal Vear	-	FUNDS		
	S	Special Revenue	Special Revenue	1125525	Special Revenue	ue Special Revenue		Special Reve	enue Special Revenue	112024-23	Special Rever	nue Special Revenue			Select riscar rear	Special Revenue	Special Revenue		Jacobs	Special Revenue Speci	cial Revenue		1	Selectriscarrear	Special Revenue Special Reve	cial Revenue			Selectriscarrear	Special Revenue Special Re	(evenue		
Description	General	Non-Grant	Grant Capital Projects Debt Service	Proprietary Fiduciary TOTAL Gene	neral Non-Grant	Grant Capital Projects Debt Service Proprieta	ry Fiduciary TOTAL	General Non-Gran	Capital Projects Debt Service Proprietary Fiduciary	TOTAL Gene	eral Non-Grant	t Grant Capita	I Projects Debt Service Proprietary	duciary TOTAL	General	Non-Grant	Grant Capital Projects Debt Service	ce Proprietary Fiducia	iary TOTAL Ge	eneral Non-Grant	Grant	al Projects Debt Service Proprietary	Fiduciary	TOTAL General	Non-Grant	Grant Capital Projects	Debt Service Proprietary	Fiduciary TOTA	General	Non-Grant Gran	nt Capital Projects De	ebt Service Proprietary Fiduci	ary TOTAL
REVENUES																																	
State Financing Sources	2,001,900	10,522	2	2,012,422 2,3	2,368,463 10,593	97	2,379,060	2,527,437	2,639	2,540,076 2,	2,497,030 12,	,446		2,509,476	6				-					-					-				'
Grants			155,362	155,362		79,574	79,574		71,918	71,918		71,918		71,918	8				-					-					-				
Other Financing Sources	33,627	42,269	9	75,896	35,438 58,609	09	94,046	67,499 76	5,056	143,555	67,499 76,	,056		143,555	5				-					-					-				'
TOTAL REVENUES	2,035,528	52,791	l 155,362	2,243,681 2,4	2,403,900 69,200	06 79,574	2,552,680	2,594,936 88	3,695 71,918	2,755,549 2,	2,564,529 88,	,502 71,918		- 2,724,949	9 -	-		-			-		-	-				-		-			'
EXPENDITURES																+																	-
Salaries	796,392	24.081	10.216	830,689	879.965 20.040	40 14.776	914.782	992.931 20	0.790 8.191	1.021.911	.085.699 22.	.790 10.191		1.118.680	0				-					-	1				-				
Staff Benefits	615,443	1,300	7,043	623,786	532,203 15,912	12 8,968	557,083	610,212	3,948 5,274	629,434	623,090 15,	,948 7,274		646,312	2				-					-					-				
General Expense	68,248	865	5 20,473	89,587	81,787 467	67 4,540	86,794	191,487	591 4,907	196,985	185,989	591 4,907		191,487	7				- 1					-					-				-
Printing	1,454	42	2 292	1,787	1,281	15 105	1,401	1,444		1,444	1,444			1,444	4				- 1					-					-				
Telecommunications	21,795	1,223	7,902	30,919	12,246 857	57 4,404	17,506	17,450	1,168 4,988	23,606	17,450 1,	,168 4,988		23,600	6									-					-				
Postage	11,863	900	166	12,929	27,457 375	75	27,832	(171)	371	200	(171)	371		200	0				-					-					-				
Insurance	1,582			1,582	2,265		2,265	2,293		2,293	2,293			2,293	3				-					-					-				
Travel in State	4,187	60	1,182	5,429	5,494	1,835	7,329	125		125	125			125	5				-					-					-				'
Travel Out of State	-	-	-		-		-	-		-	-			-					-					-					-				'
Training	545		163	708	4,706	431	5,137	2,860		2,860	2,860			2,860	0				-					-					-				'
Security	474		414	888	396 32	32 226	655	568	32 176	776	568	32 176		776	6				-					-					-				'
Facilities Operations	10,620		8,646	19,266	16,668 516	16 4,098	21,282	5,747	91 526	6,364	5,747	91 526		6,364	4				-					-					-				'
Utilities	-	-	-	-	-		-			-				-					-					-					-				'
Contracted Services Consulting and Professional	207,163	6,095	5 94,014	307,272	275,153 19,219	19 32,577	326,949	353,180 25	5,431 43,016	421,627	353,180 25,	,431 43,016		421,627	7				-					-					-				'
Consulting and Professional																																	1
Services - County Provided	-	-	-		-			0.000	1000	-	224.272	200		-		+								-					-				'
Information Technology (11)	123,470	8,194	3,149	134,812	75,193 8,205	05 1,920	85,318	359,064 11	1,326 3,631	374,021	284,0/2 11,	,326 3,631		299,029	9									-					-				'
Major Equipment	6,609		+ + + + + + + + + + + + + + + + + + + +	6,609	2.064	 	- 2001	5,449		5,449	5,449			5,449	9									-					-	<u> </u>			'
Other Items of Expense	2,460			2,460	2,861		2,861	1,760		1,760	1,760			1,/60	0														-				
Othor	1,232		+ + + + + + + + + + + + + + + + + + + +	1,232	709	25 154	/09	(2.216)	2115 1 201	2,676	(2.216)	115 1 201		2,070	0	+		+ +	- +				+ +				-		-	-			
Deht Senice	1,092		+ + + + + + + + + + + + + + + + + + + +	1,052	- 323	25 154	4/9	(5,210)	2,115	100	(5,210) 2,	,,113		100		+			-				+ +	-	+ +				_				
Court Construction		+	+ + + + + + + + + + + + + + + + + + + +	 			 		 	 		+			+	+	 	 	- 	+ + + + + + + + + + + + + + + + + + + +		+	+ +		+		 		-	+ + + + + + + + + + + + + + + + + + + +			
Distributed Administration &			 	 		 	 	 	 	-		- - 	- 			+	 	+ + + + + + + + + + + + + + + + + + + +		- 			+		- - - - - - - - - - 					+			
Allocation														_										_					-				_ '
Prior Year Expense Adjustment					(2.031)	631	(1.400)	151	10	161	151	10		161	1	+							1	-					-				
Debt Service Court Construction Distributed Administration & Allocation Prior Year Expense Adjustment TOTAL EXPENDITURES Operating Transfers In (Out) Fund Balance (Deficit) Beginning Balance (Deficit) Ending Balance (Deficit)	1,874,628	42.760	153,659	2,071,047 1,9	1,916,415 65,963	63 74,663	- 2.057.041	2,544,010 75	5,863 71,920	2,691,793 2,	2,569,166 79.	,863 75,920	- - -	- 2.724.949	9 -			-	- -	- -	-	- - -	-	-	- -			-		-			
	,== -,===	,- 30	,		, , = 35,650			,- ,		, ,	, ,	,		-,- = ·,• ·																			
Operating Transfers In (Out)				-						-				-					-					-					-				'
Fund Balance (Deficit)																																	
Beginning Balance (Deficit)				- 1	160,900 10,033 498 535 7,400	31 1,703	- 172,634	498,535	7,400 9,704	515,639 570,305	549,718 19, 545.338 27.	,433 10,244		- 579,395 - 579,395	5 545,33 5 545,33	38 27,275	6,783	-	- 579,395	545,338 27,275	6,783		-	579,396 545	,338 27,275	6,783 -		- 5	9,396 545,338 9,396 545,338	27,275	6,783 -		- 579,396 - 579,396
Ending Balance (Deficit)	160,900	10,031	1,703	172,634	498,535 7,400	00 9,704	- 515,639	549,718 19	9,433 10,244	579,395	545,338 27,	,275 6,783		- 579,395	5 545,33	38 27,275	6,783	-	- 579,396	545,338 27,275	6,783		-	579,396 545	,338 27,275	6,783 -		- 5	9,396 545,338	3 27,275	6,783 -		- 579,396

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	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 T	FY 2019-20 T	FY 2023-24 •	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) AMENDED REQUEST (Complete S		COUNCIL OF
SECTION I: GENERAL INFORMATI	ON	
SUPERIOR COURT:	PERSON AUTHORIZING REQUEST (Presiding Judge or Cou	rt Executive Office

THROUGH FY 2026-27

ections I through IV.)		1926						
ON								
PERSON AUTHORIZING REQUEST (Presiding Judge or Court Executive Officer): Chris Ruhl, CEO								
CONTACT PERSON AND CONTACT INFO:								
Colin Simpson colin.simpson@monterey.courts.ca.gov 831-775-5630								
TIME PERIOD COVERED BY THE REQUESTED AMOUNT:								

\$25,000

REASON FOR REQUEST (Please briefly summarize the purpose for this request, including a brief description of the

AND EXPENDITURE: FY 2022-2023

REQUEST, INCLUDING CONTRIBUTION

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

project/proposal. Use attachments if additional space is needed.):

Approximately a 5-acre site

Monterev

9/21/2022

DATE OF SUBMISSION:

- 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 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
- 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

Court.

Die	ease provide the following <i>(table template provided for each)</i> :
	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		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 projections	or the fiscal years the	e trial court would	ld either be contributing to or receiving di	stributions from the TCTF fund balance held on the court's behalf															
P	022-23	▼	FUNDS	Select Fiscal Year ▼	FUNDS	Select Fiscal Year	₹UNDS	Select Fiscal Year	▼ FUNDS	S	Select Fiscal Ye	Year ▼	FUNDS	Select Fiscal Year ▼	FUNDS	Select Fiscal Year ▼ FUNDS	Select Fiscal Year ▼ FUNDS	5	
Description	General Speci	ial Revenue Spec on-Grant	Grant Capital Projects Debt Service	Proprietary Fiduciary TOTAL General Special Revenue Special Revenue Non-Grant Grant	Capital Projects	Fiduciary TOTAL General Spec	al Revenue Special Revenue Capital Projects Debt Service Proprietary Fiduciary	TOTAL General Special	Revenue Special Revenue Capital Projection	cts Debt Service Proprietary Fiduciary	OTAL Genera	Special Revenue Non-Grant	Special Revenue Grant Capital Projects Debt Service	Proprietary Fiduciary TOTAL General Special Revenue Special Revenue Special Revenue Grant	nue Capital Projects Debt Service Proprietar	ary Fiduciary TOTAL General Special Revenue Special Revenue Capital Projects Debt Service	Proprietary Fiduciary TOTAL General Special Revenue Special Revenue Capital Project	ts Debt Service Proprietary Fidu	luciary TOTAL
REVENUES																			
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				-			-			- -		- - - - - - - - - - 	- - - - - - - - - -		-
TOTAL REVENUES	29,872,513	1,919,670	955,323	32,747,506							-								
EXPENDITURES																			
Salaries	15,434,367	189,181	540,263	- 16,163,811		-		-			-			-					-
Staff Benefits	8,723,263	85,470	317,707	- 9,126,440		-		-			-			-		-	-		-
General Expense	594,837	-	39,181	634,018		-		-			-			-		-	-		-
Printing	30,000	-		30,000		-		-			-			-			-		-
Telecommunications	168,093	-		- 168,093		-		-			-			-		-	-		-
Postage	130,000	-		130,000		-		-			-			-		-	-		-
Insurance	22,000	-		22,000		-		-			-			-			-		-
Travel in State	39,200	-		39,200		-		-			-			-			- -		-
Travel Out of State	7,111	-		- 7,111		-		-			-			-			-		-
Training	32,546 693.800	-	29,436	- 61,982						 	-		 	- -		 	- - - - - - - - - -		-
Security	693,800 762.694	-		693,800	 					 	-		 	- -		 	- - - - - - - - - - 		-
Facilities Operations	762,694	-	· · · · ·	/62,694	 			-		 	-			 		 	- - - - - - - - - - 	 	
Utilities Contracted Societies	2,278,364	142 245		2 420 700							-			-			<u> </u>		
Contracted Services Consulting and Professional	2,278,304	142,345		2,420,709	+ + + + + + + + + + + + + + + + + + + +	+ + + + +		 	+ +	+ + + + + + + + + + + + + + + + + + + +	-		+ + +	 			- 	+ + +	-
Sarvices - County Provided	22 267	1 160 226		- 1,191,693				_			_								_
Information Technology (IT)	580 438	-	4 200	584,638	+ + + + + + + + + + + + + + + + + + + +	 		-	- 	 			 	- - - - - - - - - - 				+ + + + + + + + + + + + + + + + + + + +	- -
Major Equipment	517 122		283 803	- 800 925	+ + + + + + + + + + + + + + + + + + + +			 		 			 					+ + + + + + + + + + + + + + + + + + + +	
Other Items of Expense	12.010	_		- 12.010				_			_								_
Juror Costs	172.179	-		- 172.179				-			-			_					-
Other	-	-						-			-			-					-
Debt Service	-	-				-		-			-			-					-
Court Construction	-	-				-		-			-			-			- -		-
Court Construction Distributed Administration &																			
Allocation	(193,000)	46,015	164,539	17,554		-		-			-								
Prior Year Expense Adjustment	24,145	7,500		31,645		-		-			-			-		-	-		-
Allocation Prior Year Expense Adjustment TOTAL EXPENDITURES	30,051,536	1,639,837	164,539 1,379,129	31,645 33,070,502							-								
Operating Transfers In (Out) Fund Balance (Deficit) Beginning Balance (Deficit)	(423,806)	-	423,806			-		-			-			-		-	-		-
Fund Balance (Deficit)																			
Beginning Balance (Deficit) Ending Balance (Deficit)	1,593,499	1,238,931	-	2,832,430 990,670 1,518,764 - - 2,509,434 990,670 1,518,764 -		- 2,509,434 990,670 - 2,509,434 990,670	1,518,764	2,509,434 990,670	1,518,764		2,509,434 99	990,670 1,518,764		2,509,434 990,670 1,518,764 - 2,509,434 990,670 1,518,764		- - 2,509,434 990,670 1,518,764 - - - - - - 2,509,434 990,670 1,518,764 - - - -	- - 2,509,434 990,670 1,518,764 - - - - 2,509,434 990,670 1,518,764 - -		- 2,509,434 - 2,509,434
Ending Balance (Deficit)	990,670	1,518,764	- - -	2,509,434 990,670 1,518,764 -	- -	- 2,509,434 990,670	1,518,764 - - - -	2,509,434 990,670	1,518,764 - -		2,509,434 99	990,670 1,518,764	- -	- - 2,509,434 990,670 1,518,764	<u>- - - - </u>	- - 2,509,434 990,670 1,518,764 - -	- - 2,509,434 990,670 1,518,764 - -		- 2,509,434

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:

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	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

51	
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
SUDEDIOD COUDT:	DEDCON AUTHODIZING DEGUEST (Presiding Judge or C



SECTION I: GENERAL INFOR	MATION						
SUPERIOR COURT: San Benito	PERSON AUTHORIZING REQUEST (President 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 through FY23/24	159,716

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		FUNDS									
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		FUNDS										
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

									FUNDS								511115					FUNDS				<u></u>							
	Y 2019-20	▼	FUNDS	FY 202	020-21	FUNDS		2021-22	FUNDS	FY 2022-23	▼	FUNDS		FY 2	2023-24	▼	FUNDS		Select Fiscal	l Year 🔻	T. 6	FUNDS		Select Fiscal Ye	ear 🔻	FUND)5		Select Fiscal Y	Year ▼	FUND		
Description	General	Non-Grant	Special Revenue Grant Capital Projects Debt Service	Proprietary Fiduciary TOTAL	General Special Revenue Non-Grant	Grant Capital Projects Debt Service Prop	ietary Fiduciary TOTAL	General Special R Non-G	Grant Special Revenue Capital Projects Debt Service Proprietary Fiduciary	TOTAL Gene	eral Special Rever Non-Grant	Grant Capital Project	ts Debt Service Proprietary Fiduciary	TOTAL	General	Non-Grant S	Grant Capital Projects Debt Service	Proprietary Fiduciary	TOTAL Gene	neral Special Revenue Non-Grant	Grant Grant	Capital Projects Debt Service Proprieta	tary Fiduciary	TOTAL Genera	al Special Revenue Sp Non-Grant	Grant Capital Proje	ects Debt Service Proprietar	Fiduciary To	OTAL Gene	eral Special Revenue Non-Grant	Grant Capital Project	s Debt Service Proprietary Fir	uciary TOTAL
REVENUES														2 - 2 - 2 - 2																			
State Financing Sources	3,709,868	16,580	224 044	3,726,448	3,709,868 16,58	30 -	3,726,448	3,709,868	16,580	3,726,448 3,	16,	580 -	 	3,726,448	3,709,868	16,580	- 224 044		3,726,448	 		<u>_</u>		-					-			+	
Other Financing Sources	121 211	1.052	231,941	231,941	121 211 1.05	231,941	231,941	121 211	- 231,941	231,941	121 211 1	- 231,941		231,941	121 211	1.052	231,941		231,941										-			+ + + - + -	
Other Financing Sources	2 9/1 170	1,952	221 0/1	133,203	131,311 1,95	22 221 041	133,203	2 9/1 170	1,952	133,263	131,311 1,	221 041	+ + + + + + + + + + + + + + + + + + + +	133,203	2 9/1 170	1,952	221 041		133,263	+	+	 					+		-			+ + +	- - '
TOTAL REVENUES	3,041,179	18,532	251,541	4,091,032	3,041,175	52 231,541	4,051,032	3,041,179	10,532 251,541	4,091,032	,041,179 10,	251,541 -		4,031,032	3,041,179	10,532	251,541		4,031,632		-			-				-	-				
EXPENDITURES																																	
Salaries	1,642,687		154,952	1,797,639	1,971,225	185,942	2,157,167	2,168,347	204,537	2,372,884 2,	,385,182	220,900		2,606,082	2,623,700		238,572		2,862,272					-					-				
Staff Benefits	722,545		66,391	788,936	867,055	79,669	946,724	953,760	87,636	1,041,396 1,	,049,136	94,647		1,143,783	1,154,050		102,219		1,256,268		1			-					-				
General Expense	184,341		345	184,686	221,210	 	221,210	243,331		243,331	267,664		 	267,664	294,430				294,430	 									-			+	
rinting	16,214			16,214	19,45/	 	19,457	21,402	- 	21,402	23,543		 	23,543	25,897				25,89/		+ +			- +			 		-			+	<u> </u>
Postage	26,493			26,493	31,/92	 	31,/92	34,9/1		34,9/1	38,468 11,453	 	+ + + + + + + + + + + + + + + + + + + +	38,468	42,315		- 		42,315		+						 		-			+ + + + - + -	
Incurance	7,888	+		7,888	9,466	+ + + + + + + + + + + + + + + + + + + +	9,400	2 464		10,412	2 910	+ + + + + + + + + + + + + + + + + + + +	+ + + + + + + + + + + + + + + + + + + +	2 910	12,599				12,599	+	+	 		- +	- + + -				-			+ + +	- - '
Travel in State	2,024 // 132		2 579	2,024	4 958	3 005	3,149	5,404	3 404	9 850	5,810	3 677		9 676	6 600		3 071		10.570	+					 				-			+ + +	'
Travel Out of State	7,132		2,373		-	3,033		-	3,404	-	-	3,077		3,070			3,371		- 10,570		+											+ + + - + -	
Training				 	_	 		_ +		_	_			_					_		1			_					_			+ + + + + + + + + + + + + + + + + + + +	
Security	60			60	72		72	79		79	87			87	96				96					-					-				
Facilities Operations	78.902			78.902	94.682		94.682	104.151		104.151	114.566			114,566	126.022				126.022					-					-				
Utilities				-	-		-	-		-	-			-					-					-					-				-
Contracted Services	661,498	686		662,184	793,798 2,74	14	796,542	873,177	10,976	884,153	960,495			960,495	1,056,545				1,056,545					-					-				-
Consulting and Professional	·																																
Services - County Provided	4,515			4,515	5,418		5,418	5,960		5,960	6,556			6,556	7,211				7,211					-					-				- '
Information Technology (IT)	198,857			198,857	238,629		238,629	262,492		262,492	288,741			288,741	317,615				317,615					-					-				
Major Equipment	7,432			7,432	8,918		8,918	9,810		9,810	10,791			10,791	11,870				11,870					-					-				
Other Items of Expense	(100)			(100)	(120)		(120)	(132)		(132)	(145)			(145)	(160)				(160)					-					-				
Juror Costs	3,282			3,282	3,938		3,938	4,332		4,332	4,765			4,765	5,242				5,242					-					-				
Other	-			-	-		•	-		-	-			-	-				-					-					-				
Debt Service	-			-	-		-	-		-	-			-	-				-					-					-				
Court Construction	-			-	-			-		-	-			-					-					-					-				<u> </u>
Distributed Administration &	(44.250)		44.260		(52.422)		(52.422)	(50.435)		(50.435)	(64.370)			(54.270)	(70.706)				(70 700)					1									'
Allocation	(44,269)	+	44,269		(53,123)	 	(53,123)	(58,435)		(58,435)	(64,2/9)	- 	 	(64,279)	(70,706)				(/0,/06)		+			-			 		-			+	<u> </u>
TOTAL EXPENDITURES	2 517 773	606	269 526	- 3,786,994	8U3 4 221 226 2 74	14 269 706	803	7 643 4E0	10.076 205.577	4,950,012 5,	107 905	210 222	+ + + + + + + + + + + + + + + + + + + +	971 5,427,028	1,Ub9		244 761		1,009		+ +						+ + + + + + + + + + + + + + + + + + + +		-			+ + +	<u> </u>
IOIAL EXPENDITURES	3,51/,//2	686	268,536	3,/86,994	4,221,320 2,74	14 208,700	4,492,///	4,043,459	10,5/0	4,350,012 5,	,10/,000	- 319,223 -		5,427,028	5,018,585	-	344,/01		5,963,346		<u> </u>		- -	-	- -			-	-	<u> </u>		 +	
Debt Service Court Construction Distributed Administration & Allocation Prior Year Expense Adjustment TOTAL EXPENDITURES Operating Transfers In (Out) Fund Balance (Deficit) Beginning Balance (Deficit) Ending Balance (Deficit)	(36,595)		36,595	-			-			-				-					-					-					-				
Fund Balance (Deficit)																																	
Beginning Balance (Deficit)	901,108 1,187,920	22,920 40,766	-	924,028	1,187,920 40,76		- 1,228,686	807,773	56,554 (36,765)	827,561	5,493 64,			(30,799)	(1,261,133)	82,642	(187,684)		(1,366,175) (3, (3,237,869) (3,	3,038,540) 101,174	(300,504)			(3,237,869) (3,03	38,540) 101,174	(300,504) - (300,504) -		-	(3,237,869) (3,0	038,540) 101,174 038,540) 101,174	(300,504) - (300,504) -		- (3,237,869)
Ending Balance (Deficit)	1,187,920	40,766		- 1,228,686	807,773 56,55	54 (36,765)	827,561	5,493	64,110 (100,401)	(30,799) (1,	,261,133) 82,	- (187,684)		(1,366,175)	(3,038,540)	101,174	(300,504)		(3,237,869) (3,	3,038,540) 101,174	(300,504)			(3,237,869) (3,03	38,540) 101,174	(300,504)		-	(3,237,869) (3,0	038,540) 101,174	(300,504)		- (3,237,869)

Sec. IV.B

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	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	643,8	-							643,853
Expenditures	-	-	257,541	193,156	193,156				643,853
Cumulative Balance	643,8	643,85	386,312	193,156	-	-	-	-	-

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 INFOR	MATION								
SUPERIOR COURT: Click here to enter court	PERSON AUTHORIZING REQUEST (Presiding Judge or Court Executive Officer): Court Executive Officer								
Stanislaus Superior Court	CONTACT PERSON AND CONTACT INFO Hugh K. Swift (209)530-3111	:							
DATE OF SUBMISSION: 8/4/2023	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY21/22- FY24/25	REQUESTED AMOUNT: \$1,337,644.98							

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 are moving into a new courthouse and the estimated construction completion date is Dec 2024 with a move-in date in the Spring of 2025. We will incur relocation-related expenses for office and janitorial supplies, accessory furnishings and fixtures, and IT equipment needed to operate in the new building. These expenses are not included in the courthouse construction budget. In addition, we expect to incur additional expense for relocation services (physical move and planning) and disposal of surplus furniture and equipment.

This amended request identifies items specific to the new courthouse not included in the previous request. These items include upgrades to courtroom Audio/Video (A/V) not included in construction or FF&E budgets, as well as magnetic door locks for judicial chambers and private offices, a relocation consultant, and moving expenses.

SECTION II: AMENDED REQUEST CHANGES

- A. Identify sections and answers amended.
 All amended language on this form is highlighted yellow.
- B. Provide a summary of the changes to the request.

The Court has identified A/V items not in the construction budget that are needed to meet current courtroom configuration and functionality; this represents a gap between the time project budget was approved to current needs and requirements. Similarly, magnetic door locks, and moving expense along with a relocation consultant, are neither in the new courthouse project budget nor something the court typically has in our annual budget (to this magnitude).

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 are costs for goods and services directly related to our relocation to a new a new courthouse. They include office supplies, fixtures, and technological equipment. While replacement of some of these items may be included in the annual budget process, we do not intend on relocating older equipment and fixtures that have reached the end of their useful life and will need to be replaced soon after the move is completed. Therefore, the dollar amount of the items purchased will greatly exceed the amount we typically budget for replacement of equipment and supplies. Furthermore, due to the nature of the move-

related goods and services, they are not amendable to purchase using the encumbrance process. Under JCC financial policies the Court must pay for these items at the time of delivery. We lack adequate space to store these items until we relocate in 2025. In addition, for most IT equipment, product support and warranty begin upon receipt of the equipment. Pre-purchase of IT equipment may result in vendor support and warranty obligations expiring before the equipment is put into service. This will be a large expenditure and holding funds will help us have the resources to purchase these items when the new courthouse is completed.

Upgrading the courtroom A/V is a substantial cost that does not fit within the court's annual operating budget without cuts to services and staff. Also, we will need these upgrades when we move in, but want the most current equipment, so a PO for encumbrance was not feasible by 6/30/23. Like IT equipment, A/V technology is rapidly changing. By waiting to purchase this equipment, we can ensure we receive the most current technology. In addition, the warranty period for this type of equipment begins at the time of delivery and not installation.

Magnetic door locks are not currently in the plans for the new courthouse. These locks will be used on the doors of judicial chambers and private offices. Without the locks, these fire-rated doors must be kept closed at all times. The magnetic locks allow the doors to remain open until there is a fire alarm. When this occurs the magnets release and the doors close.

When we move to the new courthouse, we will be consolidating the operations of five (5) court facilities into one. This will involve relocating 250 employees and 26 judicial officers, along with their workstation computers, monitors, etc. We will also need to plan the disposal of surplus property from the current facilities. The relocation consultant is necessary to help the court coordinate such a large move.

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?

Our current facilities are old, lack the required accessibility and present significant safety concerns due to security risks. Currently, court users with disabilities affecting their mobility must use a separate staff entrance to access the Family Law Clerk's Office. Court staff and the public use the same paths of travel as defendants who are in custody. The new courthouse addresses these access and security issues. The funds we are requesting to set aside will fund our relocation and allow us to purchase the equipment and supplies necessary to serve the public both in the courtrooms and clerk's offices.

The A/V upgrades provide the courtrooms in the new courthouse with the same functionality we have today. During the COVID-19 pandemic all courts expanded the use of remote technology to conduct court proceedings. With funding and technical assistance from the JCC, we installed additional monitors, cameras, and other equipment in courtrooms that enhanced our ability to provide remote access to litigants and the public.

Unfortunately, we recently learned the AV systems in the new courthouse do not provide the same level of functionality as we currently have in our courtrooms. The planned upgrades are needed to address the gap in technology created by the pre-pandemic design of the AV systems in the courtrooms. Video conferencing capabilities bridge geographic barriers, enabling remote participation, ensuring equal access to justice for all, irrespective of location or financial constraints. These upgrades streamline court proceedings, reducing case backlog. Embracing AV technology fosters transparency, instills public trust, and strengthens the rule of law, ultimately reinforcing the core values of a just and equitable society.

We received a commitment from JCC project team for the new courthouse to assist us with the design, procurement, and installation of the AV upgrades after the project is completed. However, JCC Facilities also informed us that the AV upgrades cannot be included in the project and the Court is responsible for the cost of the upgrades.

The magnetic door locks allow a judge or other assigned user of a private office to keep their office door open when desired. Based on information we received from another court, without magnetic locks the doors to chambers and private offices would need to always remain closed. Keeping a door held open using a doorstop would constitute a violation of the fire code.

The relocation consultant will assist the court in moving into the new building in the most efficient manner, saving time and money by planning for effective use of all resources.

- 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.

As noted above, we plan to use the funds to purchase items and services, necessary to continue operations, but not included in the new courthouse construction budget or the Court's annual operating budget. As an example, we are required to retain the services of a relocation company to complete the physical move, an item of expense for which we do not have in a typical budget. If the request is not approved, we will need to use TCTF funding to pay for these services, which would likely result in a reduction in services or staff. IT infrastructure such as servers and data storage arrays are critical to our operations. Without funding for this IT equipment, we will be required to repurpose existing equipment, which will be at end of life and possibly incompatible with the design of the network architecture in the new building.

The court's operations would face significant challenges if the AV upgrade request were not approved. The absence of video presentation capabilities could hamper the effective communication of complex evidence, potentially leading to less informed decisions. Without video conferencing, court proceedings would be less efficient, incurring higher costs and logistical difficulties for all parties involved.

Without the relocation consultant and funding for actual moving, the court risks an efficient and timely move into the new courthouse which could lead to delay in court proceedings.

The judges' chambers in the new courthouse are separated from the courtrooms and staff work areas by a secure hallway. The majority of our judges prefer leaving their doors open to staff while in chambers. In the absences of the judges, managers, and supervisors assigned to private offices would not be able to work in their offices with the door open.

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

If we are required to fund these extraordinary expenses with our current year TCTF allocation, we would need to consider reducing services and staff. A reduction in either of these areas would directly impact the level of service the court is able to provide the public and adversely impact access to justice.

If the court request for AV upgrades is not approved, we would not be able to provide the same level of remote access to proceedings as we currently provide. The lack of video presentation capabilities limit the parties' ability to present complex evidence in a comprehensible manner, potentially leading to misconceptions or unjust outcomes. Secondly, without video conferencing, attorneys, witnesses, parties, and experts might be unable to appear in court due to geographic and financial restrictions. Additionally, the absence of AV upgrades could exacerbate case backlogs, resulting in delayed resolutions and extended waiting times for individuals seeking justice. Overall, the denial of the court's request would undermine transparency, hinder efficiency, and diminish the public's confidence in the legal system, ultimately compromising access to justice for all.

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

We can keep the office equipment items and old servers and move them to the new building. This is not ideal because these items are past their useful life. The use of outdated equipment and obsolete technology would cause delays in services to the public.

We could purchase new equipment and store it until we move. This alternative would require us to lease storage space for the new equipment. In addition, the warranty periods for many of these items begin

upon our receipt of the equipment and not installation. Some items may not be subject to vendor support by the time we move into the new courthouse.

The court just recently learned of the gap between the equipment included in the design of the new courthouse and the equipment we currently use in our courtrooms. We do not think we could address the design deficit using current year funding sources. Therefore, the only alternative would be to not make the upgrades, which would result in a diminished level of A/V functionality in the new courthouse, when compared to what is available in our current courthouse.

The court considered having staff work overtime to plan the move details, but with consolidation of five (5) court locations into one building, it is too much work for our limited facilities staff of four. We do not foresee needing another FTE once we are in the new building, so a one-time consultant beginning in a future fiscal year is the most fiscally responsible alternative. FHOB allows us to enter into a consulting agreement in the period needed for relocation Spring 2025.

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 FY 22-23 Stanislaus FHOB Worksheets.

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 FY 22-23 Stanislaus FHOB Worksheets.

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

See attached Amended FHOB Expenditures 2023 - Amended IT and Facilities 2023 tab.

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

See attached FY 22-23 Stanislaus FHOB Worksheets.

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	1,477,325							1,477,325					
Revenues	29,366,004	1,208,792	1,257,525					31,832,321					
Expenditures	28,608,926	1,106,221	1,335,578					31,050,725					
Operating Transfers In (Out)	(253,261)	331,314	(78,053)					-					
Ending Fund Balance	1,981,142	433,886	(156,107)	-	-	-	-	2,258,921					

FY 2020-21		FUNDS											
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL					
Beginning Balance	2,258,921							2,258,921					
Revenues	29,418,677	679,116	1,118,079					31,215,872					
Expenditures	28,946,598	633,988	1,325,766					30,906,352					
Operating Transfers In (Out)	(207,687)		207,687					-					
Ending Fund Balance	2,523,314	45,128	-	-	-	-	-	2,568,441					

FY 2021-22		FUNDS											
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL					
Beginning Balance	2,568,441							2,568,441					
Revenues	32,343,985	995,115	1,253,535					34,592,635					
Expenditures	31,267,348	906,314	1,386,277					33,559,939					
Operating Transfers In (Out)	(132,742)		132,742					-					
Ending Fund Balance	3,512,336	88,801	0	-	-	-	-	3,601,137					

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

	V 2022 24	FLINDS	EV 2024 25	FLINDS		Salast Stand Vans	FLINDS		Salast First Vers		INDS		Falant Finant Vann			FLINDS		Salast Seed Vee	EIIN	NDS		Falant Franci Vana		EUNDS	Salas	Fired Vers		FLINDS	
	1 2023-24	Consid Parama	F1 2024-25	TONDS		Select riscal Year	FONDS		Select riscal Year	Consid Bossons		,	Select riscal Year	i - i - P	ensatel Barrens	FONDS		Select riscal Year	Special Bosons Special Bosons	I I		Select riscal Year	ial Barrania Caracial	-I Barrania	Selec	riscal rear	Samuel Constitution	FONDS	
Description	General Special Revenue Non-Grant	Capital Projec	cts Debt Service Proprietary Fiduciary TOTAL General	Non-Grant Grant Capital Projects Debt Service Proprieta	ary Fiduciary TOTAL	General Special Rev	Capital Projects Debt Serv	vice Proprietary Fiduciary TOTAL	General Special	Grant Grant Capital	Projects Debt Service Proprietary Fiducia	ry TOTAL	General	Non-Grant	Grant C	Capital Projects Debt Service Proprietary	Fiduciary	TOTAL General	Special Revenue Special Revenue Capital Pro	ojects Debt Service	Proprietary Fiduciary	TOTAL General Spec	on-Grant Special	Grant Capital Projects Debt Service Proprietary Fiduciary	TOTAL	General Special Non-	Grant Special Revenue	Capital Projects Debt Service Proprietary	Fiduciary TOTAL
REVENUES	Non-Grant	Grant		Noir-Grant Grant		Non-Gra	dit Grant		Non	Grant Grant				Non-Grant	Grant				Non-Grant Grant				on-Grant C	Grant		INOIF	Jiant Giant		
State Financing Sources	36,478,732		36,478,732 39,649,645		39,649,64	5			-	1		-						-				-			-				-
Grants	, ,	1,162,934	1,162,934	1,162,934	1,162,93	4			-			- 1						-				-			-				-
Other Financing Sources	3,498,265		3,498,265 3,603,213		3,603,21	3			-			- 1						-				-			-				1 -
Other Financing Sources TOTAL REVENUES	39,976,996	1,162,934 -	41,139,930 43,252,857	- 1,162,934	- 44,415,79	1 -							-	-	-		-						-		-	-			
EXPENDITURES			 			+		 											 	+								 	
Salaries	18,617,066	659,060	19,276,126 19,854,410	659,060	20,513,47	0			-			- 1						-				-			-				-
Staff Benefits	11,410,460	439,374	11,849,833 12,205,328	439,374	12,644,70	2			-			-						-				-			-				-
General Expense	2,338,106	25,000	2,363,106 2,433,999	25,000	2,458,99	9			-			-						-				-			-				1 -
Printing	153,250		153,250 157,848		157,84	8			-			-						-				-			-				-
Telecommunications	256,840	2,500	259,340 267,120	2,500	269,62	0			-			-						-				-			-				-
Postage	132,000		132,000 135,960		135,96	0			-			-						-				-			-				-
Insurance	14,000		14,000 14,420		14,42	0			- -									-				-			-				-
Travel Out of State	41,/50		41,/50 43,003		43,00	3			-			-							 						-			 	<u>-</u>
Training	3,000		3,000 3,090		3,09	0		 	-	+									+ + + + + + + + + + + + + + + + + + + +	+ +		-						 	-
Security	82 545		33,000 36,030 82 545 85 021		85.03	1			-			- 								+ +		-							
Facilities Operations	824.191	12.000	836.191 861.277	12.000	873.27	7			-			- 1						-		1 1					-				
Utilities	-				-				-			- 1						-				-			-				-
Contracted Services	2,974,965		2,974,965 3,064,214		3,064,21	4			-			- 1						-				-			-				1 -
Consulting and Professional																													1
Services - County Provided	1,788,253		1,788,253 1,841,901		1,841,90	1			-			-						-				-			-				
Information Technology (IT)	2,371,529	25,000	2,396,529 2,468,425	25,000	2,493,42	5			-			-						-				-			-				-
Major Equipment	-		- 1,672,500		1,672,50	0			-									-				-			-				-
Other Items of Expense	8,200		8,200 8,446		8,44	6			-									-				-			-				-
Juror Costs	188,000		188,000 193,640		193,64	0			-			-							 						-			 	<u>-</u>
Dobt Sonico			 		-	+			-			-													-				<u> </u>
Court Construction			540,000		540,00	<u> </u>			-			- 										-							
Distributed Administration &			340,000		340,00	<u> </u>						+								+ +									
Allocation					_				-									-				-			-				1 -
Prior Year Expense Adjustment					-				-			- 1						-				-			-				-
TOTAL EXPENDITURES	41,239,154	1,162,934 -	42,402,088 45,886,650	- 1,162,934	- 47,049,58	4 -						<u>- </u>	-	-	-		-								-				
Debt Service Court Construction Distributed Administration & Allocation Prior Year Expense Adjustment TOTAL EXPENDITURES Operating Transfers In (Out) Fund Balance (Deficit) Beginning Balance (Deficit) Ending Balance (Deficit)									_			_						_				_			_				
Operating transfers in (Out)									-			-						-				-			-				
Fund Balance (Deficit)																													
Beginning Balance (Deficit)	4,395,091		4,395,091 3,132,934 3.132,934 499,140		3,132,93 499,14	4 499,140 0 499,140		49	,140 499,140			- 499,140 - 499,140	499,140	-	-		-	499,140 499,14 499,140 499,14	0	- -		499,140 499,140 499,140 499,140	-	- - - -	499,140 499,140	499,140	- -		- 499,140 - 499,140
Ending Balance (Deficit)	3,132,934 -		- - 3,132,934 499,140	- - - -	- - 499,14	0 499,140	- -	- - - 49	,140 499,140	- -	- -	- 499,140	499,140	-	- 1		<u> </u>	499,140 499,14	0	- -		499,140 499,140	-	- - - -	499,140	499,140			- 499,140

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	2,465,097
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)	135,000
945000	Major Equipment	1,672,500
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	540,000
990000	Distributed Administration & Allocation	
Total		4,837,597

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	FY 2023-24 •	FY 2024-25	Select Fiscal Year	Select Fiscal Year	Select Fiscal Year	Select Fiscal Year	Total
Contribution	739,168	962,647							1,701,815
Expenditures				1,701,815					1,701,815
Cumulative Balance	739,168	1,701,815	1,701,815	-	-	-	-	-	-

Amended request

Description	FY 2021-22 V	FY 2022-23	FY 2023-24 •	FY 2024-25	Select Fiscal Year	Select Fiscal Year	Select Fiscal Year	Select Fiscal Year	Total
Contribution	739,168	1,337,645							2,076,813
Expenditures				2,076,813					2,076,813
Cumulative Balance	739,168	2,076,813	2,076,813	-	-	-	-	-	-

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.) **SECTION I: GENERAL INFORMATION** SUPERIOR COURT: PERSON AUTHORIZING REQUEST (Presiding Judge or Court Executive Officer): Ventura Brenda L. McCormick, Court Executive Officer CONTACT PERSON AND CONTACT INFO: Richard Cabral, richard.cabral@ventura.Courts.ca.gov 805-289-8881 DATE OF SUBMISSION: TIME PERIOD COVERED BY THE **REQUESTED** 7/31/2023 REQUEST, INCLUDING CONTRIBUTION **AMOUNT:** \$1,919,664 **AND EXPENDITURE: FY 2022-23 TO FY**

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.

2025-26

SECTION II: AMENDED REQUEST CHANGES

Amended: 08/03/2023

- 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 three-year 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

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

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	1,688,106	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		FUNDS											
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

Current detailed bud	et projections for the fiscal years th	e trial court would either be contrib	uting to or receiving distributions	s from the TCTF fund balance held on	the court's behalf

	FY 2020-21	-	FUNDS	FY 2021-22	2 ▼	FUNDS	FY	2022-23	▼ FUNDS	FY 2023-24	▼	FUN	NDS	FY 202	24-25	▼	FUNDS		Select Fiscal Year	▼	FUNDS		Select Fiscal Year	▼	FUNDS		Select Fiscal Year	₩	os	
Dossvintion	General	pecial Revenue	Special Revenue Grant Capital Projects Debt Service	Proprietary Fiduciary TOTAL Gen	Special Revenue Spe Non-Grant	ecial Revenue Capital Projects Debt Service Proprietary	Fiduciary TOTAL	General Special Re	venue Special Revenue Capital Projects Debt Service Proprietary Fiduciary	TOTAL Genera	Special Revenue	Special Revenue Capital Pro	ojects Debt Service Proprietary Fiduciary	TOTAL	General Spe	ecial Revenue Sp	Grant Capital Projects Debt Service	Proprietary Fiduciary	TOTAL General	Special Revenue Special Reve Non-Grant Grant	nue Capital Projects Debt Service	Proprietary Fiduciary	TOTAL General	Special Revenue Special Reven Non-Grant Grant	ue Capital Projects Debt Service Pro	prietary Fiduciary	TOTAL General S	pecial Revenue Special Revenue Capital Pro	jects Debt Service Proprietary	Fiduciary TOTAL
DEVENITES		Non-Grant	Grafit		Non-Grant	Grant		NOII-GI	ant Grant		Non-Grant	Grant				Non-Grant	Grant			Non-Grant Grant				Non-Grant Grant				Non-Grant Grant		
State Financing Sources	36 879 334			36 879 334 //3	3 022 134		43 022 134	<i>AA</i> 272 189		44 272 189 46 45	59 368 -	 		46 459 368	48 754 600			 	48 754 600 51 163 224		_		51 163 224				_ +			
Grants	30,873,334		1 476 906	1 476 906	5,022,134	948 430	948 430	44,272,103	952 843	952 843		999 916	 	999 916	-		1 049 315	 	1 049 315	- 110	154		1 101 154	+	 				+ +	- -
Other Financing Sources	8.118.910	11.481.350	1,470,300	19.600.260	7 465 541 10 584 525	340,430	18.050,066	9.036.706 9.5	37.724	18.574.430 9.48	83.147 10.008.916	555,510		19.492.063	9.951.643	10.503.387	-	 	20.455.029 10.443.284	11.022.285	-		21,465,569	 						
TOTAL REVENUES	44.998.244	11.481.350	1.476.906	57.956.500 50	0.487.675 10.584.525	948.430	- 62.020,630	53.308.896 9.5	37.724 952.843	63.799.463 55.94	42.515 10.008.916	999.916		66.951.347	58.706.243	10.503,387	1.049.315		70.258.945 61.606.508	11.022.285 1.103	.154		73.729.947					_ _		
	1.,000,00		2, 3,000	3.7535,533	20,000,000	2.10,100	32,523,533	5,500,600		33,132,132		333,525			55,7 55,2 15		2,0 :0,0 20		22,230,330		,		. 5,1 = 5,5							
EXPENDITURES	24.022.052	4 000 000	4.000.000	20.050.000				20.225.452	22 522		22 24 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	500.00=		22 722 252	20.000 ==0	4 400 000	CT0 4T0	 	24 752 444	1 222 222			27.024.452	 						
Salaries	24,923,960	4,089,283	1,050,586	30,063,829 26	5,043,781 3,708,582	558,780	30,311,143	28,236,160 3,8	82,692 615,050	32,733,902 29,09	98,210 4,001,231	633,827		33,733,268	29,986,578	4,123,388	653,178	 	34,763,144 30,902,069	4,249,275 673	.119 -		35,824,463	 						
Staff Benefits	9,692,079	1,808,031	345,839	11,845,949 10	0,532,486 1,616,989	264,285	12,413,760	11,109,462 1,7	16,653 282,135	13,108,250 11,44	48,634 1,769,062	290,749		13,508,445	11,798,161	1,823,072	299,625	 	13,920,858 12,158,359	1,878,730 308			14,345,861	- 				 		
General Expense	/19,/43	36,100		755,843	29,600		8/8,999	1,006,874	37,700 33,156	1,0//,/30 1,03	3/,614 38,851	34,168		1,110,633	1,069,292	40,037	35,211	 	1,144,541 1,101,938	41,259 30	.286 -		1,179,484	 						
Tolocommunications	158,/00	202 600	1 000	2/3,/00	72.005 202.500	1,000	250,900	116 707	15,100	200,100 15	20,270 209,693	1 021	 	2/3,194	122 042	215 052	1 062	+ + +	240.057 104,162	125,36/			250,123	+ + + + + + + + + + + + + + + + + + + +	+ + +		-		+ + +	- -
Postago	420,000	195,000	1,000	203,700	75,995 202,000	1,000	277,593	220 200 1	52 400	492 700	20,270 200,002	1,031		529,965	260 224	162 010	1,002	 	540,037 127,720	167 992	-		530,439	+	 		-			-
Insurance	23 500	185,000		23 500	28 500		349,400	28 500	55,400	28 500	29,039 130,003			29 270	300,334	102,910		 	30 267 31 191	107,883			31 101							
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			35,131	+					 	
Travel Out of State	10,000			- 10,000	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	1.914.752 8.153	116.600	2.039.505	2.156.824	9.041 64.000	2.229.865 2.22	22.672 9.317	65.954		2.297.943	2.290.530	9.601	67.967		2.368.099 2.360.460	9.895	.043 -		2.440.397				-			_
Facilities Operations	1,856,759 539.449	392.000		931.449	558.650 193.538		752.188	558.862 2	01.364	760.226	75.924 207.512	-		783.436	593.507	213.847	-		807.354 611.627	220.376			832.003				-			
Utilities	7,200	332,333		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	4,541,857 4,237,850		8,779,707	4,700,679 3,0	61,424 184,495	7,946,598 4,84	44,191 3,154,889	190,128		8,189,208	4,992,084	3,251,208	195,932		8,439,224 5,144,492	3,350,467 203	914 -		8,696,874				-			-
Consulting and Professional	, ,	, ,	,									<u> </u>		, ,			,		, ,	, ,			, ,							
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 1,60	05,036 38,093	18,034		1,661,163	1,654,038	39,255	18,585		1,711,878 1,704,536	40,454	.152 -		1,764,142				-			-
Information Technology (IT)	2,315,228	324,105	7,800	2,647,133 2	2,086,527 305,255	7,800	2,399,582	2,194,227 3	28,871 7,800	2,530,898 2,26	61,217 338,911	8,038		2,608,166	2,330,252	349,258	8,284		2,687,794 2,401,394	359,921	.536 -		2,769,852				-			-
Major Equipment	60,900			60,900	20,000		20,000	625,530		625,530 64	44,628 -	-		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 54	46,181 -	-		546,181	562,856	-	-		562,856 580,040	-			580,040				-			-
Other				-			-			-		-		-	-	-	-			-			-				-			-
Debt Service				-			-			-		-		-	-	-	-			-			-				-			-
Court Construction				-			-			-		-		-	-	-	-			-			-				-			-
Distributed Administration &		T																T												
Allocation	(207,020)		207,020		(144,191)	144,191		(167,718)	167,718	- (17	72,838) -	172,838		-	(178,115)	-	178,115		- (183,553) - 183	.553 -		-				-			
Prior Year Expense Adjustment										-		-		-	-	-	-		-				-				-			
TOTAL EXPENDITURES	46,957,418	10,856,522	1,766,195	59,580,135 49	9,041,194 10,701,595	1,110,156	- 60,852,945	53,250,193 9,7	61,609 1,372,854	64,384,656 54,87	75,922 10,059,631	1,414,767	- - -	66,350,320	56,551,284	10,366,752	1,457,960		68,375,995 58,277,794	10,683,249 1,502	.471		70,463,514 -	-	- -	- -	- -		<u>- </u>	
Court Construction Distributed Administration & Allocation Prior Year Expense Adjustment TOTAL EXPENDITURES 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)				- 12	2.564.320) 1.383.363	(442.678)	- (1,623,635)	(956.113) 1.2	66.294 (766.130)	(455.949) (1.07	70.796) 1.042.409	(1.012.755)	_	(1.041.143)	(4,203)	991.694	(1.427.605)	 	(440.115) 2.150.756	1.128.329 (1.83)	250)		1.442.835 5.479.469	9 1.467.366 (2.237.5	567)	_ _	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)	- (1.623.635)	2,564,320) 1,383,363 (956,113) 1,266,294	(766.130)	- (455.949)	(1.070.796) 1.0	42.409 (1.012.755)	(1.041.143)	70,796) 1,042,409 (4,203) 991,694	(1.427.605)	_	(440.115)	2.150.756	1.128.329	(1.836.250)	 	(440,115) 2,150,756 1,442,835 5,479,469	1.467.366 (2.23)	.567)		1,442,835 5,479,469 4,709,268 5,479,469	9 1,467,366 (2,237,5 9 1,467,366 (2,237,5	667)	_ _	4,709,268 5,479,469 4,709,268 5,479,469	1.467.366 (2.237.567)		- 4,709,268 - 4,709,268
Ending 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) 1,0	42,409 (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	1,467,366 (2,23)	567)		4,709,268 5,479,469	9 1,467,366 (2,237,5	667)		4,709,268 5,479,469	1,467,366 (2,237,567)		-

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)	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	1,000,00	0							1,000,000
Expenditures	-	500,000	500,000						1,000,000
Cumulative Balance	1,000,00	500,000	-	-	-	-	-	-	-

Amended request

Description	FY 2022-23 •	FY 2023-24	FY 2024-25	Select Fiscal Year	Total				
Contribution	1,919,664								1,919,664
Expenditures		639,888	639,888	639,888					1,919,664
Cumulative Balance	1,919,664	1,279,776	639,888	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	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 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

FY 2022-23	23	₹	INDS		Select Fiscal Year	▼	FUN	NDS			Select Fiscal Year	▼		FUNDS			Select Fiscal Ye	ear 🔻		FUNDS			Select Fiscal Year	▼		FUNDS		Se	Select Fiscal Year	▼		FUNDS		Sele	ect Fiscal Year	▼	FL	JNDS			Select Fiscal Year	▼	/	FUNDS	
ntion Gen	eneral Special F	Revenue Special Revenue Capital Pr	rojects Debt Service Proprietary Fiduc	ciary TOTAL	General	pecial Revenue Special	l Revenue Capital Pro	ojects Debt Service Pro	oprietary Fiduciary	, TOTAL	General	Special Revenu	ue Special Revenu Grant	Capital Projects Debt	Service Proprietary	duciary TOTA	AL Genera	Special Revenue	Special Revenue Capita	al Projects Debt Service	ice Proprietary Fiduciary	TOTAL	General	Special Revenue S Non-Grant	pecial Revenue C	Capital Projects Debt Service Proprie	tary Fiduciary	TOTAL	General	Special Revenue S	Special Revenue Grant Capital	Projects Debt Service	Proprietary Fiduciary	TOTAL	General Specia	al Revenue Specia n-Grant G	al Revenue Grant	Projects Debt Service	Proprietary Fiduciary	TOTAL	General	Special Revenue Spe	cial Revenue Capita	al Projects Debt Service Proprietary	y Fiduciary
tion	Non-0	Grant Grant '		•		Non-Grant (Grant Capital Pro		oprietary Fiduciary			Non-Grant	Grant	Capital Projects Debt		•		Non-Grant	Grant					Non-Grant	Grant					Non-Grant	Grant	•	, ,		Nor	n-Grant G	Grant					Non-Grant	Grant		4
ES 20	20.472.042	1.545.224		20.007.22										 														+					 	+						+					
inancing Sources 29	29,472,012 1	1,515,224 -		- 30,987,23	2						-						-					-						-						-						+					-
inancing Cources	400 501	- 955,323		- 30,987,23 - 955,32 - 804,94	3						-	+		+			-			+	+ +	-	-		+	+ +		+ +	+				+ +	+				- - 		+					+
TOTAL REVENUES 29	29,872,513 1	1 919 670 955 323		- 32.747.50	6 -		_	_				_	_				-	_	_			-	_		_				_	_						_	_			+		_			. —
TOTAL REVENUES 25	15,672,515	333,323		- 32,747,30	-	-	-	-			-	_	-	-	-	_	_		-				-	-					-	-	-	-	-	_	-	-	-					_			
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efits 8	8,723,263 594.837	85,470 317,707		- 9,126,44	0						·						-					-						-					<u> </u>	-											
xpense	594,837	- 39,181		- 634,01	8						•						-					-											<u> </u>							+ -					
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d Services 2	2,278,364	142,345 -		- 2,420,70	9						.						-					-						- 1						- 1											
d Services 2 g and Professional	· ·			, ,																																									
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ms of Expense	12,010			- 12,01	0						-						-					-						-						-						-					
S	172,179			- 172,17	9						-						-					-						-						-						-					
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TOTAL EXPENDITURES 30	10,031,330	1,000,007	- - -	- 33,070,50	2 -	-	-				-	-	-	-		-	-		-			-	-	-					- +	-	-			-	-	-	-			+	-	-	-		-
g Transfers In (Out)	(423,806)	- 423,806									-						-					-						-						-						-					
Transfers In (Out) ce (Deficit) g Balance (Deficit) alance (Deficit)																																													+
ing Balance (Deficit) 1	1,593,499 1	1,238,931 -		2,832,43 - 2.509.43	0 990,670 4 990,670	1,518,764	-			2,509, 2,509	990,670 134 990,670	1,518,7	- '64	-		- 2,5	509,434 99	90,670 1,518,764	-			2,509,434 2,509,434	990,670	1,518,764	-			2,509,434 2,509,434	990,670	1,518,764 1,518,764	-			2,509,434 2,509,434	990,670 990,670	1,518,764	-			2,509,434 2,509,434	990,670 990,670	1,518,764	-		-
Balance (Deficit)	990,670 1	1,518,764 -		- 2.509.43	4 990.670	1,518,764	-	- -	- -	2.509	134 990.670	1.518.7	- '64		- -	- 2.5	09,434	90,670 1.518.764	-	- -	. - -	2,509,434	990.670	1.518.764	- 1	- -	. .	2.509.434	990.670	1.518.764	-	- -		2.509.434	990.670	1.518.764	-			2.509.434	990.670	1,518,764 1,518,764			-

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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	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	V	Select Fiscal Year	Select Fiscal Year	•	Select Fiscal Year	Select Fiscal Year		Select Fiscal Year	▼	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:** 9/21/2022 REQUEST, INCLUDING CONTRIBUTION \$329,446, \$107,953 in FY 2022-2023 **AND EXPENDITURE:** FY 2021-2022

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 2023-2024

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	ase 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		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				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		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

																	П																		
	FY 2021-22	▼	FUNDS		FY 2022-23	▼	FUNDS		Select Fiscal Ye	ar 🔻	FUNDS		Select Fiscal Year	FUNDS			Select Fiscal Year	FUNDS			Select Fiscal Year	▼	<u>_</u> _	FUNDS		Select Fiscal Ye		FUNDS)\$ 		Select Fiscal Year	▼	FUNDS	S	
	General	Special Revenue	Special Revenue Grant Capital Projects Debt Service	e Proprietary Fiduciary TOTAL		cial Revenue Special	I Revenue Capital Projects [Debt Service Proprietary Fiduciary	TOTAL Genera	Special Revenue Special F	Revenue Capital Projects Debt Service Proprietary	Fiduciary TOTAL	General Special R	Revenue Special Revenue Capital Projects De	ebt Service Proprietary	Fiduciary TOTAL	General Special Re	venue Special Revenue Capital Projects	Debt Service Proprietary Fiducia	ary TOTAL	General	Special Revenue S Non-Grant	Special Revenue	Capital Projects Debt Service Proprietary	ary Fiduciary	TOTAL Genera	Special Revenu	Special Revenue Capital Project	ects Debt Service Pro	prietary Fiduciary	TOTAL General	Special Revenue Special Reve	(al Revenue Capital Projec	cts Debt Service Proprietary	Fiduciary TOTAL
Description		Non-Grant	Grant ' '	, , , ,	N	Non-Grant G	Grant ' '	, , ,		Non-Grant Gra	Capital Projects Debt Service Proprietary	,	Non-C	Grant Grant Capital Projects De	, ,	,	General Non-Gr	ant Grant '	. , ,	•		Non-Grant	Grant		,		Non-Grant	Grant		,		Non-Grant	Grant Capital Projects	, ,	
State Financing Sources	20 412 091	197.402	 	20 500 49	20 472 012	1 515 224			20 097 226	+		+ +	+						+ + +		+		+					+ + + + + + + + + + + + + + + + + + + +				+		+ + +	
Grants	29,412,081	187,403	622 928	622.93	128 -	-	955 323		955 323			 				<u> </u>	+		 									+	+			+		+ + +	-
Other Financing Sources	368,957	368.704		737.66	661 400.501	404.446			804.947			 	 			-			 	-	1					-					-	- 			
TOTAL REVENUE	29,781,038	556,107	622,928	- 30,960,07	73 29,872,513	1,919,670	955,323 -		32,747,506	- -			-				-				- 1	-	-			-			- 1		-	. † -			
	, ,	<i>'</i>	·	, ,			<u> </u>		· · ·																										
EXPENDITURES Salaries	15 276 409	106 173	187 859	- 15 870 4/	15 /3/ 367	190 191	5/0.263		16 163 811			 				_			 	_	+					_		+			_	+		+ + +	
Staff Renefits	7.447.113	50.122	239 601	- 7736.83	13,434,307	85 470	317,707		9 126 440	 		 	+			 	 		 									+				+		+ + +	<u> </u>
General Expense	759.093	-	12.134	771.22	27 594.837	-	39.181		634,018			 	 			-			 	-	1		+			-		 			-			 	
Printing	26,508	-		26,50	30,000	-			30,000							-				-	†					-					-				
Telecommunications	176,467	-		176,46	167 168,093				168,093							-				-						-					-				
Postage	122,156	-		122,15	130,000	-			130,000			-				-				-						-					-				
Insurance	21,904	-		21,90	22,000	-			22,000			-				-				-						-					-				
Travel in State	41,000	-	2,000	43,00	39,200	-	- -		39,200			<u> </u>				-				-						-					-				
Travel Out of State	4,000	-		4,00	000 7,111	-			7,111			-				-				-						-					-				
Training	35,000	-	28,575	63,57	32,546	-	29,436 -		61,982			-				-				-						-					-				
Security	653,856	-		653,85	356 693,800	-			693,800			 	 			-	<u> </u>		 	-						-					-			 	
Facilities Operations	487,392	-		487,39	762,694	-			762,694			 	 			-				-											-				
Contracted Services	4 220 147	192 692	2 267	4,425,19	98 2 279 264	1/12 2/15			2 420 709	+		 	 			-			 		+		+			-		+	 		-	+		+ +	- + -
Consulting and Professional	4,233,147	183,083	2,307		2,278,304	142,343			2,420,703			 				-	+		 	-						-		+	+		-	+		+ + +	
Services - County Provided	23.970	_		23.97	22.367	1.169.326	_ _	_ _	1.191.693							_				_						_					_				
Information Technology (IT)	570,357	-	4,200	574,55	557 580,438	-	4,200 -		584,638			-				-				-						-					-				
Major Equipment	670,906	-		670,90	006 517,122	-	283,803 -		800,925			-				-				-						-					-				-
Other Items of Expense	13,535	-		13,53	12,010	-			12,010			-				-				-						-					-				-
Juror Costs	71,449	-		71,44	172,179	-			172,179			-				-				-						-					-				
Other	13,000	-		13,00	000 -	-			-			-				-				-						-					-				
Debt Service	-	-			-	-						-				-				-						-					-				
Court Construction	-	-			-	-	- -		 			 	+			-	<u> </u>		 	-						-		 			-			+ + +	
Distributed Administration &	(474 224)	35 730	145 402		(403,000)	46.015	164 530		17.554			1 1																							
Prior Vaar Evnanca Adjustment	(1/1,221)	25,/30	145,492		(193,000) 24,145 076 30,051,536	7 500	104,539 -		21 6/6	+ + + + + + + + + + + + + + + + + + + +	 	 	+ + -		+	 		 	 	-	+ +		+			-		+ + + + + + + + + + + + + + + + + + + +			-			+ +	
TOTAL FYDENDITLIPE	30 482 041	365 709	922 227	31,769,97	76 30 051 536	1 639 837	1 379 129		33,070,502	_ _		 	 				<u> </u>		 		+				_	-					-	. _		+ - +	·
Debt Service Court Construction Distributed Administration & Allocation Prior Year Expense Adjustment TOTAL EXPENDITURE Operating Transfers In (Out) Fund Balance (Deficit) Beginning Balance (Deficit) Ending Balance (Deficit)	30,702,071	303,708	JEE,EE1	31,703,31	30,031,330	1,033,037			33,070,302	-			-		-	-	-			_	-		-		-	-	•		-	-	-	-			
Operating Transfers In (Out)	(299,299)	-	299,299		(423,806)	-	423,806 -		-			-	1			-				-	1					-					-				
Fund Balance (Deficit)									† †			1 1									1							1							
Beginning Balance (Deficit)	1,807,023	1,051,941	-	2,858,96	806,721	1,242,341		- - -	2,049,062 20	03,892 1,522,174		- 1,726,066	203,892 1	,522,174	- -	- 1,726,066	203,892 1,5	22,174		- 1,726,066	203,892	1,522,174	-			1,726,066	03,892 1,522,1	74	-		1,726,066 203 1,726,066 203	1,522,174			- 1,726,06 - 1,726,06
Ending Balance (Deficit)	806,721	1,242,341		2,858,96 2,049,06	062 203,892	1,522,174			2,049,062 20 1,726,066 20	03,892 1,522,174 03,892 1,522,174		- 1,726,066	203,892 1 203,892 1	,522,174		- 1,726,066	203,892 1,5 203,892 1,5	22,174		- 1,726,066 - 1,726,066	5 203,892	1,522,174	-			1,726,066 20 1,726,066 20	03,892 1,522,1	74	-		1,726,066 203	1,522,174 192 1,522,174			- 1,726,0′

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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	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:

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 V	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 request: NEW REQUEST (Complete Section) AMENDED REQUEST (Complete Section)	TOUNCIL OF CHIEFORM		
SECTION I: GENERAL INFORMATI	ON	•	
SUPERIOR COURT: Monterey	PERSON AUTHORIZING REQUEST (Preside CEO Chris Ruhl	ling Judge or Cour	t 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 2020-21 THROUGH 2024-25	REQUESTED A \$297,095, \$50,0	MOUNT: 00 in FY 2022–2023

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	•			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	-	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	•			FUNDS												
Description Positive Releases			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 projet	Current detailed budget projections for the listal years the trial court would either be contributing to or receiving distributions from the first und blance field on the court's behalf																																									
	FY 2021-22	FUNDS	s	FY 2	2022-23	▼	FUNDS			Select Fiscal Y	/ear ▼	F	FUNDS		Select	: Fiscal Year	▼	FUNDS			Select Fiscal Year	▼		FUNDS		Se	select Fiscal Year	▼	FUNDS		2	elect Fiscal Year	▼	FUNDS	خ		Select F	iscal Year	-	FUNDS)S	
Description	General Speci	al Revenue Special Revenue Capital Projection-Grant Grant	cts Debt Service Proprietary Fiduci	ciary TOTAL	General Special	I Revenue Special Revenue Special Revenue Grant	venue Capital Projects Debt Se	Service Proprietary	Fiduciary T	OTAL Gener	ral Special Revenue	Special Revenue Grant Capital	l Projects Debt Service	Proprietary Fiduciary	TOTAL	General Special Ro	venue Special Revenue Car	pital Projects Debt Se	ervice Proprietary Fiduciar	y TOTAL	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects Debt Service Prop	prietary Fiduc	ary TOTAL	General	Special Revenue Special R	cvenue Capital Projects Debt Se	rvice Proprietary Fiduci	ary TOTAL	General Specia	al Revenue Special F on-Grant Gra	Revenue Capital Project	cts Debt Service Propri	ietary Fiduciary	TOTAL G	Speci Seneral	al Revenue Special	al Revenue Grant	jects Debt Service Proprietary	Fiduciary TOTAL
REVENUES																77511 5					+		0.0000																			
State Financing Sources	29,412,081	187,403		- 29,599,485	29,472,012	1,515,224			-	30,987,236					-					-	†					- 1					-						-					-
Grants	-	- 622,928 -		- 622,928	-	- 95	55,323 -		-	955,323					-					-	†					-					-						-					-
Other Financing Sources	368,957	368,704		- 737,661	400,501	404,446			-	804,947					-					-	†					-					-						-					-
TOTAL REVENU	368,957 S 29,781,038	556,107 622,928 -		- 30,960,073	29,872,513	1,919,670 95	55,323 -		-	32,747,506		-			-	-		-				-	-		-		-	-				-	-		-		-	-	-			
EXPENDITURES																					+																					
Salaries	15,276,409	106,173 487,859 -		- 15,870,441	15,434,367	189,181 54	40,263 -		-	16,163,811					-					-	 					-					-						-					-
Staff Benefits	7,447,113	50,122 239,601 -		- 7,736,835	8,723,263	85,470 31	17,707 -		-	9,126,440					-					-	 					-					-						-					-
General Expense	759,093	- 12,134 -		- 771,227	594,837	- 3	39,181 -		-	634,018					-					-	 					-					-						-					-
Printing	26,508			- 26,508	30,000	-			-	30,000					-					-						-					-						-					-
Telecommunications	176,467			- 176,467	168,093	-			-	168,093					-					-						-					-						-					-
Postage	122,156			- 122,156	130,000	-			-	130,000					-					-	Ţ					-					-						-					-
Insurance	21,904			- 21,904	22,000	-			-	22,000					-					-						-					-						-					-
Travel in State	41,000	- 2,000 -		- 43,000	39,200	-			-	39,200					-					-						-					-						-					-
Travel Out of State	4,000			- 4,000	7,111	-			-	7,111					-					-	Ţ					-					-						-					-
Training	35,000	- 28,575 -		- 63,575	32,546	- 2	29,436 -		-	61,982					-					-						-					-						-					-
Security	653,856			- 653,856	693,800	-			-	693,800					-					-						-					-						-					-
Facilities Operations	487,392			- 487,392	762,694	-			-	762,694					-					-						-					-						-					-
Utilities	-				-	-			-	-					-					-						-					-						-					-
Contracted Services	4,239,147	183,683 2,367 -		- 4,425,198	2,278,364	142,345			-	2,420,709					-					-						-					-						-					-
Contracted Services Consulting and Professional]																					
Services - County Provided	23,970 570.357			- 23,970 - 574,557	22,367	1,169,326			-	1,191,693					-					-						-					-						-					-
Information Technology (IT)		- 4,200 -			580,438	-	4,200 -		-	584,638					-					-						-					-						-					-
Major Equipment	670,906			- 670,906	517,122	- 28	83,803 -		-	800,925					-					-						-					-						-					-
Other Items of Expense	13,535			- 13,535	12,010	-			-	12,010					-					-						-					-						-					-
Juror Costs	71,449			- 71,449	172,179	-			-	172,179					-					-						-					-						-					-
Other	13,000			- 13,000	-	-			-	-					-					-						-					-						-					-
Debt Service	-				-	-			-	-					-					-						-					-						-					-
Court Construction	-				-	-			-	-					-					-						-					-						-					-
Distributed Administration &]																					
Allocation	(171,221)	25,730 145,492 -			(193,000)	46,015 16	64,539 -		-	17,554					-					-						-					-						-					
Prior Year Expense Adjustmer	-				24,145	7,500			-	31,645					-					-						-					-						-					
Debt Service Court Construction Distributed Administration & Allocation Prior Year Expense Adjustmen TOTAL EXPENDITURE	S 30,482,041	365,708 922,227 -		- 31,769,976	30,051,536	1,639,837 1,37	79,129 -	- -	-	33,070,502		-	- -		-	-	- -	-				-	-		-	- -	-	-	- -	- -	- -	-	-		+ - + -	- -	-	-	-			
Operating Transfers In (Out) Fund Balance (Deficit) Beginning Balance (Deficit) Ending Balance (Deficit)	(299,299)	- 299,299 -			(423,806)	- 42	23,806 -		-	-					-					-						-					-						-					-
Fund Balance (Deficit)	1											1		† † †			+				+														+						+ +	
Beginning Balance (Deficit)	1.807.023	1.051.941 -		2.858.964	806.721	1.242.341	- -		-	2.049.062 2	203.892 1.522.17	-			1,726,066	203.892 1.5	22.174	-	_ _	1.726.066	J6 203.892 T	1.522.174	_ +	. .	-	- 1.726.066	203.892	1.522.174		- -	- 1.726.066	203.892	1.522.174		+ -		1.726.066	203.892	1.522.174			- 1.726.066
Ending Balance (Deficit)	806.721	1.242.341		2,858,964 - 2,049,062	806,721 203,892	1.522.174	_ _		_	2,049,062 2 1,726,066 2	203,892 1,522,17 203,892 1,522,17	-		_	1,726.066	203,892	22.174	-	_ _	- 1,726,066 - 1,726,066	66 203,892 66 203,892	1.522.174	_ +	_ _	-	- 1.726.066	203,892 203,892	1,522,174 1.522.174	- -	- -	- 1,726,066 - 1,726,066	203,892 203,892	1.522.174	- -	+ - +	- -	1,726,066 1,726,066	203,892 203,892	1,522,174	- -		- 1.726,066
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Sec. IV.B

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	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 T	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 V	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

SUPERIOR COURT: PERSON AUTHORIZING REQUEST (Presiding Judge or Court



SUPERIOR COURT: Monterey	PERSON AUTHORIZING REQUEST (President 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

Dio	ease provide the following <i>(table template provided for each)</i> :
	Three-year history of year-end fund balances, revenues, and expenditures
	See attached
R	Current detailed budget projections for the fiscal years the trial court would either be contributing to or
J.	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

FY 20	22-23	FUNDS		Select Fi	cal Year 🔻		FUNDS			Select Fiscal Year	₩		FUNDS		Sel	elect Fiscal Year	▼	FUNDS			Select Fisca	cal Year .	₹	FUNDS	s		Select Fiscal Yea	r ▼		FUNDS		Select	t Fiscal Year	▼	FUNDS			Select Fiscal Yea	ar 🔻		FUNDS	
ription	General Special Re	evenue Special Revenue Capital Projec	ts Debt Service Proprietary Fiducia	y TOTAL G	eneral Special Reven Non-Grant	ue Special Revenue Cal	pital Projects Debt Service	e Proprietary Fidu	luciary TOTA	. General	Special Revenue	Special Revenue Grant Capi	oital Projects Debt Servi	Proprietary Fiduciary	TOTAL	General Speci	cial Revenue Special	Revenue Capital Projects	Debt Service Proprieta	ry Fiduciary T	OTAL Ger	eneral Special Rev	venue Special Revo	Capital Project	cts Debt Service Proprietary	Fiduciary	TOTAL General	Special Revenue Non-Grant	Special Revenue Grant Cap	pital Projects Debt Service	e Proprietary Fiduciary	TOTAL	General Special Re	evenue Special Reve	Capital Projects	Debt Service Proprietary	Fiduciary TO1	AL General	Special Revenu Non-Grant		Capital Projects Debt Service Proprietary	y Fiduciary
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Financing Sources	29.472.012 1.5	515.224		- 30,987,236		1				-					-				1		-						-					- 1				1		-				+
S	-	- 955.323 -		- 955,323						-					-						-				1		-					- 1				1		-				
r Financing Sources	400.501	404.446		- 804.947						-					-						-						-					-						-				
TOTAL REVENUES	29,872,513 1,9	919,670 955,323 -		- 32,747,506				-	-		-	-			-	-	-			-	-	-	-			-	-		-			-	-	-		- -	-	-		-		
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O constitution of	693,800 762,694		 	- 693,800						-				 	-				 								- _				- 	-						-				
s Operations	762,694	- - - 	 	- /62,694						-				 	-				 		-				<u> </u>						 	-						-				
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cted Services	2,278,364	142,345		- 2,420,709						-				 	-				 		-										 	-						-				
ing and Professional	22.25	450.005		4 404 500																																						
es - County Provided	22,36/ 1,1	169,326	 	- 1,191,693 - 584.638			 			-				 	-				 		-											-						-				
ation Technology (TT)	580,438	- 4,200 -		- 584,638						-				 	-				 		-										 	-						-				
quipment	517,122	- 283,803 -		- 800,925						-				 	-				 		-										 	-						-				
tems of Expense	12,010			- 12,010						-					-				<u> </u>		-						-					-						-				
sts	1/2,1/9			- 1/2,1/9						-					-				1		-											-						-				
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ervice	-									-					-				<u> </u>		-						-					-						-				
Construction	-									-					-				<u> </u>		-						-					-						-				
outed Administration &	(400.000)																																									
tion	(193,000)	46,015 164,539 -		- 17,554						-					-				<u> </u>		-						-					-						-				
ear Expense Adjustment	24,145	7,500		- 31,645 - 33,070,502						-	1			+ + + + + + + + + + + + + + + + + + + +	-						-				+		-				 	-						-				
TOTAL EXPENDITURES	30,051,536 1,6	639,837 1,379,129 -		- 33,070,502	-			-	-		-	-			-	-	-			-	-	-	-	- -		-	-	- -	-			-	-	-			-	-		-		-
ng Transfers In (Out)	(423,806)	- 423,806 -		- -						-					_						-																	-				
Service Construction buted Administration & ation Year Expense Adjustment TOTAL EXPENDITURES ing Transfers In (Out) clance (Deficit) ning Balance (Deficit) g Balance (Deficit)	,		+ + + + + + + + + + + + + + + + + + + +											+ + + + + + + + + + + + + + + + + + + +											+ + + + + + + + + + + + + + + + + + + +						+ + + + + + + + + + + + + + + + + + + +											
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ning Balance (Deficit)	1,593,499 1,2	238,931 -	 	2,832,430 - 2.509,434	990,670 1,518,7	/64 -	- -	-	- 2,5 - 2,5	990,67 19,434 990,67	1,518,764	-			2,509,434	990,670	1,518,764			-	2,509,434	990,670 1,51	18,764	- -		-	2,509,434 990	1,518,764	-			2,509,434	990,670 1,5	518,/64	- -		- 2 - 2	009,434 990	0,6/0 1,518,76			
g Balance (Deficit)	990,670 1,5	518,764 - -		- 2,509,434	990,670 1,518,7	764 -	- -	-	- 2,5	19,434 990,67	1,518,764	-	- -	- -	2,509,434	990,670	1,518,764	- -	- -	-	2,509,434	990,670 1,51	18,764	- -	- -	-	2,509,434 990),670 1,518,764	· -		- -	2,509,434	990,670 1,5	518,764	- -	- -	- 2	509,434 990	0,670 1,518,76			

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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	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	▼	Select Fiscal Year	•	Select Fiscal Year	-	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 V	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: NEW REQUEST (Complete Section)		OUNCIL OA
		TORAN
SECTION I: GENERAL INFORMAT	-	
SUPERIOR COURT: San Joaquin	PERSON AUTHORIZING REQUEST (Presid Stephanie Bohrer, Court Executive Officer	
	CONTACT PERSON AND CONTACT INFO: Icourtright@sjcourts.org	Linda Courtright 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 AMOUNT: \$4,330,507
REASON FOR REQUEST (Please & project/proposal. Use attachments if	priefly summarize the purpose for this request, in additional space is needed.):	ncluding a brief description of the
	savings to build out one shelled courtroom 6B in pointed in FY19/20. This FHOB application is to struction phase of the project.	
We anticipate that the project will tak	te four years to complete.	
SECTION II: AMENDED REQUEST	CHANGES	
A. Identify sections and answers		
	7 22/23 was \$4,463,211 with a completion date of 6/30/23 with a completion date of January 20 EY 23/24 work.	
B. Provide a summary of the cha	nges to the request.	
	1, 2022 was for \$212,917 for the design and pla continue with our shelled courtroom buildout.	nning phase of the project. This
SECTION III: TRIAL COURT OPER	RATIONS AND ACCESS TO JUSTICE	
A. Explain why the request does year encumbrance term.	not fit within the court's annual operational	oudget process and the three-
	oom is \$4,543,424 which is much higher than ou umulated savings to have enough money to bui	

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	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		FUNDS											
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	₹	NDS FY 2023-24 ▼	FUNDS	FY 2024-25 ▼	FUNDS		FY 2024-25 ▼	FUNDS	Select Fiscal Year	FUI	IDS	Select Fiscal Year ▼	FUNDS	Select Fiscal Year ▼	FUNDS		Select Fiscal Year ▼	FUNDS
General	Special Revenue Special Revenue Capital Proje	ojects Debt Service Proprietary Fiduciary TOTAL General Special Revenue	ue Special Revenue Capital Projects Debt Service Proprietary Fiduciary	TOTAL General Special Revenue Special Rever	Capital Projects Debt Service F	Proprietary Fiduciary TOTAL	General Special Revenue Speci Non-Grant	Revenue Capital Projects Debt Service Propri	etary Fiduciary TOTAL General	Special Revenue Special Revenue Capital Pro	jects Debt Service Proprietary	y Fiduciary TOTAL General Special Revenue Non-Grant	Special Revenue Capital Projects Debt Service Proprietary Fiduciary	TOTAL General Special Revenue Special Revenue Non-Grant Grant	ue Capital Projects Debt Service	Proprietary Fiduciary TOTAL	General Special Revenue Sper	ial Revenue Capital Projects Debt Service Proprietary Fiduciary TOT
JES																		
Financing Sources 54,830,309	354,467	55,184,776		-		-			-			-		-		-		
S	2,772,601	2,772,601		-		-			-			-		-		_		
Financing Sources 632,711	1,769,361	- 2,402,072		-		-						-		-		-		
TOTAL REVENUES 55,463,020	2,123,828 2,772,601 -	60,359,449																
DITURES																		
es 22,709,830	926,188 1,475,523	25,111,541		-		-						-		-		-		
Benefits 18,030,622	451,328 718,392	19,200,342		-		-						-		-		-		
ral Expense 1,381,303	22,094 59,756	1,463,153		-		-						-		-		-		
ng 52,581	736 4,445	57,762		-		-						-		-		-		
ommunications 211,389	1,018	212,407		-		-			-			-		-		-		
ge 254,647	426	255,073		-		-			-			-		-		-		
ance 37,525		37,525		-		-			-			-		-		-		
l in State 20,716	6,075 18,442	45,233		-		-			-			-		-		-		
Out of State 3,845	8,357 17,547	29,749		-		-			-			-		-		-		
ng 17,329	1,215	18,544		-		-			-			-		-				
ity 1,136,557	71,851	1,208,408		-		-			-			-		-				
ties Operations 1,233,331	17,451	1,250,782		-		-			-			-		-				
es 84,185		84,185		-		-			-			-		-				
acted Services 3,016,029	258,004 231,487	3,505,520		-		-						-		-		-		
ulting and Professional																		
tes - County Provided 56,370	7,827	64,197		-		-			-			-		-		-		
mation Technology (IT) 590,254	5,422 18,916	614,592		-		-			-			-		-				
Equipment 171,561	31,583	203,144		-		-			-			-		-				
Items of Expense 31,743		31,743		-		-			-			-		-				
Costs 302,464	68,026	370,490		-		-			-			-		-		-		
		-		-		-			-			-		-		_		
Service		-		-		-			-			-		-				
Construction		-		-		-			-			-		-				
buted Administration &																1		
ation (147,108)) 20,018 127,090	-		-		-			-			-		-				
Year Expense Adjustment (11,632)	1,548 11,055	971		-		-			-			-		-		_		
Year Expense Adjustment (11,632) TOTAL EXPENDITURES 49,183,541	1,767,796 2,814,024 -	- 971 53,765,361																
ing Transfers In (Out) (41,424)	- 41,423	(1)		-		-			-			-		-		_		
lance (Deficit) ning Balance (Deficit) 2,049,114 g Balance (Deficit) 8,287,169																		
ning Balance (Deficit) 2,049,114	1,922,038	3,971,152 8,287,169 2,278,0 10,565,239 8,287,169 2,278,0	070	10,565,239 8,287,169 2,278,070 10,565,239 8,287,169 2,278,070		10,565,23	89 8,287,169 2,278,070 89 8,287,169 2,278,070		10,565,239 8,287,1 10,565,239 8,287,1	69 2,278,070 -		- 10,565,239 8,287,169 2,278,07 - 10,565,239 8,287,169 2,278,07	0	10,565,239 8,287,169 2,278,070 10,565,239 8,287,169 2,278,070		- 10,565,2°	39 8,287,169 2,278,070 39 8,287,169 2,278,070	10,5 10,5
g Balance (Deficit) 8,287,169	2,278,070	10,565,239 8,287,169 2,278,0	070 - - - -	10,565,239 8,287,169 2,278,070	- -	- 10,565,23	9 8,287,169 2,278,070	- - -	- 10,565,239 8,287,1	69 2,278,070 -		- 10,565,239 8,287,169 2,278,07	0	10,565,239 8,287,169 2,278,070	· -	- 10,565,2°	ور 8,287,169 2,278,070	10,5

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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 2023-24		FY 2024-25	Select Fiscal Year	•	Select Fiscal Year	•	Select Fiscal Year		Total
Contribution			21	2,917	444,641	3,80	5,653								4,463,211
Expenditures															-
Cumulative Balance		-	21	2,917	657,558	4,46	3,211	4,463,211	4,463	3,211	4,463	3,211	4,463	,211	4,463,211

Amended request

Description	Select Fiscal Year	•	FY 2021-22	•	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	7						4,543,424
Expenditures												-
Cumulative Balance		-	212,	,917	4,543,424	4	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*)