



# County Administrative Office

## COUNTY OF TULARE AGENDA ITEM

### BOARD OF SUPERVISORS

LARRY MICARI  
District One

PETE VANDER POEL  
District Two

AMY SHUKLIAN  
District Three

EDDIE VALERO  
District Four

DENNIS TOWNSEND  
District Five

**AGENDA DATE:** June 29, 2021

Public Hearing Required	N/A
Scheduled Public Hearing w/Clerk	N/A
Published Notice Required	N/A
Advertised Published Notice	N/A
Meet & Confer Required	N/A
Budget Transfer (Aud 308) attached	N/A
Personnel Resolution attached	N/A
Agreement(s) attached	Yes

CONTACT PERSON: Alex Cruz PHONE: 5596365005

**SUBJECT:** Memorandum of Understanding with Tulare County Superior Court

**REQUEST(S):**

That the Board of Supervisors:

1. Approve the Memorandum of Understanding with the Superior Court of Tulare County for the provision of general services for court facilities, from July 1, 2021 through June 30, 2022; and
2. Authorize the Chair to sign the Memorandum of Understanding.

**SUMMARY:**

Tulare County provides various general services to the Superior Court of Tulare County ("Court"). In general, the Trial Court Funding Act of 1997 ("the Act") identified that no county is responsible to provide funding for court operations. The Act also provided that a county may bill the Superior Court for the direct and indirect cost of services and supplies provided in support of court operations.

Consequently, for the past nine years, the Tulare County Superior Court and County of Tulare have entered into Memorandum of Understanding ("MOU") as the agreement for county-provided general services.

For fiscal year 2020/21, the proposed MOU provides a detailed list of general county services for court facilities and the reimbursement rates. For example, the MOU states that the county shall provide internal services, fleet services and temporary services, including telecommunications, mail, courier, copier, and custodial services.

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These services will be provided largely by the county's General Services Agency in conjunction with other county departments. (For reference, see Attachment 1, Memorandum of Understanding, Exhibit A [Services to be Performed].)

In fiscal year 2021/22 Tulare County Courts are experiencing an increase of \$11,310 for direct charges. These charges are primarily a result of increased mail charges. The direct charges for Law Library are experiencing a decrease of \$2,755 based on reduced copier service charges. The direct charges for Collections include an overall increase of \$5,827 based on increased mail services charges. The indirect charges for the Judicial Council are experiencing an overall increase of \$74,135 based on increased maintenance charges. The indirect charges for the unallowable is experiencing an overall increase of \$122,017. (For reference, see Attachment 1, Memorandum of Understanding, Exhibit B-2 [Indirect and Overhead Costs: FY 2021/22] providing the detail for these costs.)

**FISCAL IMPACT/FINANCING:**

The MOU revenues and expenses will be proposed in the Fiscal Year 2021/22 budget for General Services Department, Miscellaneous Criminal Justice and the Court's Budget.

**LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:**

The County's five year strategic plan includes the Organizational Performance Initiative to continuously improve organizational effectiveness and fiscal stability. The approval of Memorandum of Understanding helps fulfill this initiative by assuring that necessary costs are provided at reasonable rates.

**ADMINISTRATIVE SIGN-OFF:**

/s/Jason T. Britt

Jason T. Britt

County Administrative Officer

Cc: County Administrative Office

Attachments: Memorandum of Understanding