



MELODY WILKINSON
DISTRICT JUDGE
17TH JUDICIAL DISTRICT OF TEXAS
TOM VANDERGRIFF CIVIL COURTS BUILDING
100 NORTH CALHOUN STREET - 3RD FLOOR
FORT WORTH, TEXAS 76196-0220

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February 16, 2022

Via email: MIReyes@tarrantcounty.com
and via hand-delivery

Mr. Marvin I. Reyes
Director of Facilities Management
Tarrant County, Texas 1895 Courthouse
100 West Weatherford, Suite 460B
Fort Worth, Texas 76196

RE: Facilities Usage of Family District and Auxiliary Courtrooms and 2nd Floor
General Assembly Room, Tom Vandergriff Civil Courts Building District
Courtrooms, Jury Room and Dee Kelly Lawyers Lounge, Thursday, March 31-
Saturday, April 2, 2022

Dear Mr. Reyes:

I am presently involved again assisting the Texas Young Lawyers Association (TYLA) with their 2022 National Trial Competition. This mock trial event is scheduled for Thursday, March 31 through Saturday, April 2, 2022. The statewide organization will be assisted again by the Tarrant County Young Lawyers Association. This competition brings some 200 law students from numerous law schools across the nation to Fort Worth for the National Trial Competition. In 2017 this event was held in Fort Worth and Tarrant County played a monumental role by allowing the competition to use the courtrooms and assembly rooms in both the Family Law Center and the Tom Vandergriff Civil Courts Building. TYLA was set to be in Fort Worth again, in 2020, before the pandemic hit and the event had to be cancelled.

I am seeking Commissioners' Court approval to allow the Texas Young Lawyers Association and the Tarrant County Young Lawyers Association to use the courtrooms in the Family Law Center and the Tom Vandergriff Civil Courts Building as well as the Vandergriff Jury Room and Lawyers Lounge and the 2nd Floor Assembly Room starting Thursday, March 31, 2022

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through Saturday, April 2, 2022 for this event. The times for Thursday and Friday will be from 7:00 AM until 6:00 PM and Saturday from 7:00 AM until 6:00 PM. I have attached a preliminary outline of the schedule for your reference.

I have confirmed with Paula Morales, our Tarrant County Jury Bailiff, that she has no problem with this proposed usage of the Civil Jury Room, nor with the dates. I have also confirmed with my family and civil district court judges that they have no opposition with this event and most of the judges have committed their calendars to allow their courtrooms to be used for this specific purpose.

I would appreciate any assistance that you could lend with my efforts in obtaining Commissioners Court approval to use the courtrooms and Assembly Room in the Family Law Center (beginning 7:00 a.m. March 31st through 3:00 p.m. on Friday, April 1st) and the courtrooms, Civil Jury Room and lawyers lounge in the Tom Vandergriff Civil Courts Building for this national event on March 31 through April 2, 2022.

Also, in the past Facilities has allowed, and provided, the Committee to use 10-12 tables. I am requesting that we be allowed to use these tables if possible.

Please feel free to contact me with any questions. I look forward to working with you in acquiring the Commissioners approval. And as always, thank you.

Very truly yours,

A handwritten signature in black ink that reads "Melody Wilkinson". The signature is fluid and cursive, with the first name "Melody" and last name "Wilkinson" clearly legible.

Melody Wilkinson

MMW:ds

cc: **via email at pgmorales@tarrantcounty.com**

Paula Morales
Tarrant County Jury Bailiff

via email at vrgarcia@tarrantcounty.com

Virginia Garcia
Executive Secretary for DRO
Tarrant County Family Law Center

**2022 National Trial Competition
Preliminary Rounds
Court Space Overview & Needs**

THURSDAY – March 31, 2022 (7:00 a.m. – 6:00 p.m.):

Preliminary Round I (15 trials) **and** Round II (15 trials)

Needs:

- Access to the courtrooms to be unlocked at 7:00 a.m. and the ability to use the courtrooms until approximately 6:30 p.m.
- **15 Courtrooms to use all day**
- **1 Large room** for judges check in
- **1 Large room** for witnesses check in
- **1 Large room** for the NTC committee (command central) with a small private room in or near for the scoring committee

FRIDAY MORNING – April 1, 2022 (7:00 a.m. – 12:30 p.m.):

Preliminary Round III (15 trials)

Needs:

- Access to the courthouse at 7:00 a.m.
- **15 Courtrooms** (same rooms as day before if possible)
- **1 Large room** for judges check in
- **1 Large room** for witnesses check in
- **Committee Room** (command central) with a small private room in or near for the scoring committee

**Break from 15 trials to 4 trials*

FRIDAY AFTERNOON– April 1, 2022 (1:00 p.m. – 6:00 p.m.):

*Quarter Final Rounds (4 trials)

Needs:

- **4 Courtrooms ONLY**
- **1 Large room** for judges check in
- **1 Large room** for witnesses check in
- **Committee Room** (command central) with a small private room in or near for the scoring committee (see above for Friday Morning)

**2022 National Trial Competition
Semifinal and Final rounds
Court Space Overview & Needs**

SATURDAY – APRIL 2, 2022 (7:00 a.m. – 6:00 p.m.):

Needs:

Access to the courthouse at 7:00 a.m. and the ability to be there until approximately 6:00 p.m.

2 Courtrooms (one ceremonial type)

Large room for ACTL judges

Committee room (command central)

Large room for lunch to be catered for about 50-60 people

Saturday morning our NTC committee of approximately 25 people will arrive by 7:30 a.m.

Competitors (approximately 20 people) will arrive by 8:00 a.m.

The ACTL judges (approximately 20 people) will be walking over and will arrive by 8:30 a.m.

The semifinal round will begin at 9:00 a.m.

Break for lunch at 12:00 p.m.

At noon the ACTL fellows' spouses (approximately 10 people) will be walking over to the courthouse. We will need a room to have a catered lunch ready to be served at 12:00 p.m.

The final round will begin at 2:00 p.m. and we expect 50-60 people to attend.