



# JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION  
ADVISORY COMMITTEE

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## TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE

### NOTICE AND AGENDA OF OPEN IN-PERSON MEETING WITH CLOSED SESSION

Open to the Public Unless Indicated as Closed (Cal. Rules of Court, rule 10.75(c)(1), (d), and (e)(1))

OPEN PORTION OF THIS MEETING IS BEING RECORDED

**Date:** April 8, 2024  
**Time:** 11:00 - 3:00  
**Location:** Sacramento / Videocast for Public Access  
**Public Videocast:** <https://jcc.granicus.com/player/event/3186>

Meeting materials for open portions of the meeting 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 open meeting portion of the meeting must submit a written request at least two business days before the meeting. Requests can be e-mailed to [tcfmac@jud.ca.gov](mailto:tcfmac@jud.ca.gov).

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

#### I. OPEN MEETING (CAL. RULES OF COURT, RULE 10.75(C)(1))

##### Call to Order and Roll Call

##### Approval of Minutes

Approve minutes of the March 4, 2024, Trial Court Facility Modification Advisory Committee meeting.

#### II. PUBLIC COMMENT (CAL. RULES OF COURT, RULE 10.75(K)(1)-(2))

##### Written Comment

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 [tcfmac@jud.ca.gov](mailto:tcfmac@jud.ca.gov). Only written comments received by 12:00 Noon on April 5, 2024 will be provided to advisory body members prior to the start of the meeting.

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**III. DIRECTOR'S REPORT**

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**Director's Report**

Update from the Director on facility related items.

Presenter: Ms. Pella McCormick, Director, Facilities Services

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**IV. ACTION ITEMS (ITEMS 1 – 6)**

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**Item 1**

**List A – Emergency Facility Modification Funding (Priority 1) (Action Required)**

Approve 108 projects for a total of \$3,689,161 to be paid from Facility Modification program funds previously encumbered for Priority 1 projects.

Presenter: Ms. Pella McCormick, Director, Facilities Services

**Item 2**

**List B – Facility Modifications Under \$100K (Priority 2) (Action Required)**

Approve 56 projects for a total of \$645,532 to be paid from Facility Modification program funds previously encumbered for Priority 2 projects under \$100K.

Presenter: Ms. Pella McCormick, Director, Facilities Services

**Item 3**

**List C – Facility Modification Cost Increases Over \$50K (Action Required)**

Approve cost increases over \$50K for one (1) facility modification project, totaling a cost increase to the Facility Modification program budget of \$69,810.

Presenter: Ms. Pella McCormick, Director, Facilities Services

**Item 4**

**List D – Facility Modifications Over \$100K (Priority 2) (Action Required)**

Approve 5 Priority 2 FMs over \$100K for a total cost to the Facility Modification Program budget of \$2,309,037.

Presenter: Ms. Pella McCormick, Director, Facilities Services

**Item 5**

**October Meeting Travel Plans (Action Required)**

Approve one of the following options for October off-site courthouse tours and committee meeting on October 24<sup>th</sup> and 25<sup>th</sup>:

Option 1 (Bay Area)

- Day 1 – Tour Alameda and Contra Costa Courthouses
- Day 2 – Tour San Francisco Courthouse and Committee meeting at San Francisco office

Option 2 (Bay Area)

- Day 1 – Tour San Francisco, Alameda, and Contra Costa Courthouses
- Day 2 – Tour San Francisco Courthouse and Committee meeting at San Francisco office

Option 3 (Bay Area)

- Day 1 – Tour San Francisco and Alameda Courthouses
- Day 2 – Tour and Committee meeting at Alameda Courthouse

Presenter: Ms. Maria Atayde-Scholz, Manager, Facilities Services

**Item 6**

**Trial Court Facility Modifications Report for Quarter 3 of Fiscal Year 2023–24 (Action Required)**

Approve draft *Trial Court Facility Modifications Report for Quarter 3 of Fiscal Year 2023–24*, for submission to the Judicial Council as an Information-Only item.

Presenter: Mr. Chris Magnusson, Facilities Supervisor, Facilities Services

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**V. DISCUSSION ITEMS (NO ACTION REQUIRED)**

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**Discussion Item 1**

**List E – Court-Funded Requests (CFRs)**

CFR projects approved by the Facilities Services Director since the last meeting and CFR projects cancelled.

Presenter: Ms. Pella McCormick, Director, Facilities Services

**Discussion Item 2**

**List F – Funded Facility Modifications on Hold**

Standard list of previously funded facility modification projects on hold.

Presenter: Ms. Pella McCormick, Director, Facilities Services

**Discussion Item 3**

**Sustainability Update**

Update on sustainability initiatives.

Presenter: Ms. Mimi Chung, Manager, Facilities Services

**Discussion Item 4**

**Facilities Maintenance Performance Report**

Report on facilities maintenance performance.

Presenter: Ms. Maria Atayde-Scholz, Manager, Facilities Services

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**VI. INFORMATION ONLY ITEMS (NO ACTION REQUIRED)**

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**Information Item 1**

**Deferred Maintenance Funding - DMF-2 Projects Update**

Update on the status of DMF-2 projects. DMF-2 projects are funded by a one-time general fund budget allocation in July 2018 of \$50 million. \$5 million was earmarked specifically for facility assessments and \$45 million for roof, BAS, elevator, and HVAC projects.

Presenter: Ms. Pella McCormick, Director, Facilities Services

**Information Item 2**

**Deferred Maintenance Funding - DMF-3 Projects Update**

Update on the status of DMF-3 projects. DMF-3 projects are funded by a one-time general fund budget allocation in July 2019 of \$15 million which is earmarked for fire alarm system projects.

Presenter: Ms. Pella McCormick, Director, Facilities Services

**Information Item 3**

**Deferred Maintenance Funding - DMF-4 Projects Update**

Update on the status of DMF-4 projects. DMF-4 projects are funded by a one-time general fund budget allocation in July 2021 of \$180 million (reduced to \$132.6) for trial court facilities. Funding is earmarked primarily for HVAC, roof, elevator, electrical, and fire protection projects.

Presenter: Ms. Pella McCormick, Director, Facilities Services

**Information Item 4**

**Architectural Revolving Fund Projects Update**

Update on the status of facility modification projects in the Architectural Revolving Fund.

Presenter: Ms. Pella McCormick, Director, Facilities Services

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**VII. ADJOURNMENT**

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**Adjourn to Closed Session**

**VIII. CLOSED SESSION (CAL. RULES OF COURT, RULE 10.75(D))**

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**Call to Order and Roll Call**

**Approval of Minutes (Action Required)**

Approve closed session minutes of the March 4, 2024 Trial Court Facility Modification Advisory Committee meeting.

**Item 1**

**Closed pursuant to California Rules of Court, Rule 10.75(d)(5)**

*Security plans or procedures or other matters that if discussed in public would compromise the safety of the public or of judicial branch officers or personnel or the security of judicial branch facilities or equipment, including electronic data.*

**Security-Related – Facility Modifications Under \$100K – Priority 2 (Closed List B) (Action Required)**

Approve three (3) security-related projects for a total of \$17,963 to be paid from the Facility Modification Program budget.

Presenters: Ms. Pella McCormick, Director, Facilities Services

Mr. Ed Ellestad, Security Operations Supervisor, Facilities Services

**Adjourn Closed Session**