



JUDICIAL COUNCIL  
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION  
ADVISORY COMMITTEE

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TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE

MINUTES OF OPEN MEETING WITH CLOSED SESSION

December 5, 2016

12:00 – 1:30 p.m.

Teleconference

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**Advisory Body Members Present:** Hon. Donald Cole Byrd, Chair, Hon. William F. Highberger, Vice-Chair, Hon. James L. Stoelker, Hon. Vanessa W. Vallarta, Hon. Jennifer K. Rockwell, Ms. Linda Romero Soles, and Mr. Michael M. Roddy

**Advisory Body Members Absent:** Hon. Brad Hill, Hon. Patricia Lucas, Ms. Jeanine D. Tucker, and Ms. Christina M. Volkers

**Others Present:** Mr. Enrique Villasana, Mr. Craig Evans, Mr. Price Eres, Ms. Hilda Iorga, Ms. Jamie Nguyen, Ms. Maria Atayde-Scholz, Mr. Craig Moen, Mr. Paul Terry, Mr. Russell Simonov, Mr. Patrick Treanor, Mr. Andre Navarro, Ms. Eunice Calvert-Banks, Ms. Angela Guzman, Ms. Michele Allan, Mr. Ken Levy, Mr. Paul Menard, Ms. Laura Sainz, Ms. Peggy Symons, Mr. Eric Winchester, Mr. Robert Cresswell, and Ms. Danyelle Hinojos

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OPEN MEETING

**Call to Order and Roll Call**

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

**Approval of Minutes**

The advisory body reviewed and approved the minutes of the October 14, 2016 Trial Court Facility Modification Advisory Committee meeting. (*Motion: Romero Soles; Second: Stoelker*)

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PUBLIC WRITTEN COMMENT

No public comments were received.

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ACTION ITEMS (ITEMS 1-5)

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

**Summary:** Ratify emergency facility modifications from List A.

**Action:** Reviewed and ratified 43 projects for a total of \$1,113,636 to be paid from funds previously encumbered for emergency funding. (*Motion: Stoelker; Second: Romero Soles*)

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

**Summary:** Ratify facility modifications less than \$100K from List B.

**Action:** *Reviewed and ratified 125 projects for a total of \$1,210,500 to be paid from funds previously encumbered for facility modifications less than \$100K. The committee requested staff research alternative funds for item #41 (FM-0059533) and the project ratification was deferred until the next meeting. (Motion: Highberger; Second: Vallarta)*

### **Action Item 3 – (Action Required) – List D – Facility Modifications Over \$100K**

**Summary:** Review recommended facility modifications over \$100K projects from List D.

**Action:** *Reviewed and approved all five projects recommended for funding for a total cost to the Facility Modification Program Budget of \$2,908,764. Items #1 (FM-0059641) and #2 (FM-0059682) were approved pending shared cost approval from the relevant county partners. (Motion: Stoelker; Second: Highberger)*

### **Action Item 4 – (Action Required) – Rooftop Agreements for Cellular Equipment**

**Summary:** Review and discuss assessment plan for rooftop cellular equipment.

**Action:** *Paul Menard, Manager of the Quality Compliance unit presented on the rooftop lease agreements between the Judicial Council and cellular providers (e.g. Verizon, Cricket), which currently provides the council with a revenue stream of approx. \$500K annually. The unit is looking to hire an engineering firm to evaluate structural and electrical capacity. The committee approved \$80,000 from the planning funds allocation to complete Phase 1 of the assessment, which will produce comprehensive engineering report templates for each subject building. The Phase 1 work product will include a roof plan showing all existing cellular communications equipment, the location of proposed monitoring equipment, a survey of affected electrical panels and a survey of existing emergency generator capacity, and scope definition for Phase 2. The future Phase 2 work will include an expandable report for each subject building including complete structural and electrical analyses and installation of monitoring equipment to measure electrical power used by each lessee and overall electrical current used by each affected electrical panel. Information contained in the Phase 2 reports combined with the data from the monitoring equipment will allow the Quality Compliance unit to make decisions about requests from lessees to modify existing equipment or add new equipment. (Motion: Vallarta; Second: Rockwell)*

### **Action Item 5 – (Action Required) – Service Contracts Upgrade**

**Summary:** Review and discuss development of updated service provider contracts.

**Action:** *Enrique Villasana, Director of Real Estate and Facilities Management, presented a proposal to hire outside counsel specialized in contract management to develop expanded service provider contracts and the Request for Proposals (RFP) prior to the expiration of the current contracts with ABM Engineering Services Company, Enovity, Inc., and Pride Industries in September 2017. The RFP will be open to current providers and statewide and will not have geographical barriers for work performed. The committee approved up to \$300,000 from the planning funds allocation for this effort, which will cover both contract and RFP development, and asked staff to report back on the RFP in the March 2017 timeframe. (Motion: Highberger; Second: Vallarta)*

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## **DISCUSSION ITEMS (ITEMS 1-3)**

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### **Discussion Item 1**

**Summary:** Reviewed List E – *Approved Court-Funded Facilities Requests (CFRs)* approved by the REFM director since the last meeting. There were four CFRs approved during this period:

- Merced Superior Court – Small Project Annual Budget – \$25,000
- San Bernardino Superior Court – FM for emergency generator/electrical – \$325,000
- San Luis Obispo Superior Court – Three-year lease extension for Mill Street facility – \$307,377
- Stanislaus Superior Court – Five-year lease extension for Hall of Records - \$725,563

### **Discussion Item 2**

**Summary:** Reviewed List F – *Funded Facility Modifications on Hold*. As of this meeting, there are 16 projects on hold with a total Facility Modification Program Budget Share of \$9,209,196. These projects are primarily on hold pending county share of funding commitment or project management resources. The committee noted item #3 (FM-0052970), a roof replacement project at Whittier Courthouse in Los Angeles County, is still needed as Los Angeles Superior Court is looking to reopen the facility. REFM management is currently assessing project manager bandwidth to address these projects on hold.

### **Discussion Item 3**

**Summary:** Eunice Calvert-Banks, Manager of the Real Estate unit, provided an update on facility dispositions. Assembly Bill 1900 provided the legislative authorization to sell the San Pedro Courthouse in Los Angeles County, with sale proceeds to be deposited into the State Court Facilities Construction Fund, Immediate and Critical Needs Account. There are two courthouse dispositions currently pending legislative authorization – Chico Courthouse in Butte County and Corning Courthouse in Tehama County – and five facilities pending Judicial Council authorization for disposition – Clovis, Firebaugh, and Reedley Courthouses in Fresno County and Avenal and Corcoran Courthouses in Kings County.

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## **INFORMATION ONLY ITEMS (NO ACTION REQUIRED)**

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### **Information Item 1**

**Summary:** Informational report on FY 2016–17 Quarter 1 expenditures from the Court Facilities Trust Fund.

### **Information Item 2**

**Summary:** Informational report on FY 2016–17 budget reconciliation and spending plan, as well as completed and canceled facility modifications during the reporting period.

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## **ADJOURNMENT**

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There being no further open meeting business, the meeting was adjourned at 1:15 p.m.

Approved by the advisory body on January 27, 2017.