



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

May 19, 2017
10:00 a.m. – 4:00 p.m.

Sacramento

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

Advisory Body Members Absent: Hon. Brad Hill, Hon. Patricia Lucas, Hon. Vanessa W. Vallarta, and Ms. Jeanine D. Tucker.

Others Present: Mr. Mike Courtney, Ms. Pella McCormick, Ms. Laura Sainz, Mr. Jagan Singh, Mr. Craig Evans, Mr. Randy Swan, Ms. Maria Atayde-Scholz, Mr. Craig Moen, Mr. Paul Terry, Mr. Russell Simonov (teleconference), Mr. Patrick Treanor (teleconference), Mr. Andre Navarro (teleconference), Mr. Ken Levy, Mr. Ed Ellestad, Ms. Michele Allan, and Ms. Danyelle Hinojos.

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 advisory body reviewed and approved the minutes of the April 10, 2017 Trial Court Facility Modification Advisory Committee meeting. (*Motion: Highberger; Second: Stoelker*)

PUBLIC WRITTEN COMMENT

No public comments were received.

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 50 projects for a total of \$1,283,241 to be paid from FMU funds and to reallocate money for emergency projects from savings and unplanned FM's. (Motion: Romero-Soles; Second: Rockwell)*

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 107 projects for a total of \$1,074,694 to be paid from FMU funds and to reallocate money for P2 from project savings and unplanned FM's. (Motion: Highberger; Second: Roddy)*

Action Item 3 – (Action Required) – List C – Cost Increases Over \$50K

Summary: Ratify facility modifications requiring cost increases over \$50K from List C.

Action: *Reviewed and approved eight projects for a total cost increase to the Facility Modification Program Budget of \$917,750. (Motion: Highberger; Second: Stoelker)*

Action Item 4 – (Action Required) – List D – Facility Modifications Over \$100K

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

Action: *Reviewed and approved all one project recommended for funding for a total cost to the Facility Modification Program Budget of \$262,482.*

Reviewed and approved 36 energy efficiency projects for a total cost of \$6,523,745 to the already allocated \$7,500,000 energy efficiency projects. Staff has authority to use unspent energy efficiency funds for P1's and P2 FM's.

(Motion: Roddy; Second: Romero-Soles)

Action Item 5 – (Action Required) – Quarterly Activity Report, Quarter 3 of Fiscal Year 2016–2017

Summary: Review and discuss the draft *Trial Court Facility Modification Advisory Committee Activity Report for Quarter 3, Fiscal Year 2016–2017.*

Action: *The committee made suggestions to revise the report. Staff to make revisions and the amended report was approved to release to E&P (Motion: Highberger; Second: Roddy)*

Action Item 6 – (Action Required) – FY 2018–2019 Budget Change Proposals

Summary: Review and discuss Budget Change Proposal priorities for FY 2018–2019.

Action: *The committee approved the budget change proposal concepts for submittal. (Motion: Rockwell; Second: Highberger)*

Action Item 7 – (Action Required) – Changes to CFR Process

Summary: Review and discuss changes to CFR to streamline lease extensions.

Action: *The Committee approved clarification to the CFR policy to allow lease term extensions without requiring a new intra-branch agreement. (Motion: Stoelker; Second: Rockwell)*

DISCUSSION ITEMS (ITEMS 1-4)

Discussion Item 1

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

Discussion Item 2

Summary: Reviewed List F – *Funded Facility Modifications on Hold*. As of this meeting, there are 15 projects on hold with a total Facility Modification Program Budget Share of \$8,878,433. These projects are primarily on hold pending county share of funding commitment or project management resources. An update was provided on hiring new project managers and getting construction management firm to help with the completion of these projects.

Discussion Item 3

Summary: An update was provided on the Court Facilities Trust Fund funding deficit in the fiscal year 2017-2018 of \$10.3 million. The current action plan proposed to address the CFTF’s funding shortfall is equal to an across the board reduction of 10 percent of costs for both operations and maintenance and utility costs when compared to what is currently being expended.

INFORMATION ONLY ITEMS (NO ACTION REQUIRED)

Information Item 1 – Five Year Master Plan - Deferred Maintenance List (5 Year)

Summary: Five year master plan Deferred Maintenance List for Fiscal Year 2018-19

Information Item 2 – List H Completed Projects

Summary: List of Completed projects in the current fiscal year.

Information Item 3 – List I Cancelled Projects

Summary: List of Cancelled projects in the current fiscal year.

Information Item 4 – Court Facilities Trust Fund Report on Q3 Expenditures

Summary: Informational report on FY 15–16 Q3 expenditures from CFTF.

Information Item 5 – Deferred Maintenance \$45M List Progress Report

Summary: Informational report on progress of \$45M Deferred Maintenance List.

Information Item 6 – Report on Budget Reconciliation

The budget reconciliation report was removed from the agenda and will be provided in next meeting.

ADJOURNMENT

There being no further open meeting business, the meeting was adjourned at 12:19 p.m.

Approved by the advisory body on July 21st, 2017