



JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

www.courts.ca.gov/tcfmac.htm
tcfmac@jud.ca.gov

TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE

MINUTES OF OPEN MEETING WITH CLOSED SESSION

July 21, 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, Hon. Vanessa W. Vallarta, Ms. Linda Romero Soles, Mr. and Michael M. Roddy (teleconference)

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

Others Present: Ms. Millicent Tidwell, Mr. Mike Courtney, Mr. Jim Peterson, Mr. Jagan Singh, Mr. Randy Swan, Ms. Maria Atayde-Scholz, Mr. Craig Moen, Mr. Paul Terry, Mr. Russell Simonov, Mr. Patrick Treanor (teleconference), Mr. Andre Navarro, Mr. Ken Levy, Mr. Ed Ellestad, Ms. Michele Allan, Ms. Peggy Symons, Ms. Eunice Calvert-Banks, Mr. Clifford Ham, Ms. Kristine Metzker, Mr. Mark Johnson 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 May 19, 2017 Trial Court Facility Modification Advisory Committee meeting. (*Motion: Stoelker; Second: Highberger*)

PUBLIC WRITTEN COMMENT

No public comments were received.

ACTION ITEMS (ITEMS 1-5)

Action Item 1 – (Action Required) – FY 17-18 Budget Allocations Report

Summary: Review and discuss proposed FY 17-18 FM budget and allocations report.

Action: *Committee approved the FY 17-18 FM budget, including allocation for each category and also approved the 17 projects from List G – Planned FMs for a total of \$8,693,952 to be paid from Facility Modification Program Budget. (Motion: Highberger; Second: Rockwell)*

Action Item 2 – (Action Required) – Criteria for Renovation Feasibility Studies of Trial Court Buildings

Summary: Review and discuss the report on renovation feasibility studies.

Action: *Committee directed Judicial Council staff to return to August meeting with solution for Courthouses where Judicial Council does not have substantial equity and present to Committee at next meeting.*

Action Item 3 – (Action Required) – Update on Court Facilities Trust Fund and Judicial Council's Energy Conservation Guidelines

Summary: Provide an update on the Court Facilities Trust Fund shortfall and review and recommend the Judicial Council adopt an update to its 2001 energy conservation guidelines.

Action: *Committee approved the Judicial Council's Energy Conservation Guidelines with the revision to include defacto breakroom and to define work space in further detail. (Motion: Vallarta; Second: Highberger)*

Action Item 4 – (Action Required) – FY 17-18 Deferred Maintenance

Summary: Review and discuss deferred maintenance items, including the draft FY 17-18 Deferred Maintenance Report that is submitted to Department of Finance (DOF) annually, showing the complete list of deferred facilities maintenance.

Action: *Committee approved the draft report to be combined with capital outlay 5 year plan and submitted to Judicial Council, with a recommendation to submit to DOF in September 2017. (Motion: Rockwell; Second: Stoekler)*

Action Item 5 – (Action Required) – List A – Emergency Facility Modification Funding (Priority 1)

Summary: Ratify emergency facility modifications from List A.

Action: *Reviewed and ratified 52 projects for a total of \$1,303,293 to be paid from Facility Modification Program Budget. (Motion: Vallarta; Second: Highberger)*

Action Item 6 – (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 123 projects for a total of \$1,392,273 to be paid from Facility Modification Program Budget. (Motion: Romero-Soles; Second: Highberger)*

Action Item 7 – (Action Required) – List C – Cost Increases Over \$50K

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

Action: *Reviewed and approved nine projects for a total cost increase to the Facility Modification Program Budget of \$3,267,707. (Motion: Rockwell; Second: Vallarta)*

Action Item 8 – (Action Required) – Quarterly Activity Report, Quarter 4 of Fiscal Year 2016–2017

Summary: Review and discuss the draft Trial Court Facility Modification Advisory Committee Activity Report for Quarter 4, Fiscal Year 2016–2017.

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

DISCUSSION ITEMS (ITEMS 1 - 4)

Discussion Item 1

Summary: Reviewed List E – *Approved Court-Funded Facilities Requests (CFRs)* approved by the Facilities Services Director since the last meeting. There was one CFR approved during this period.

Discussion Item 2

Summary: Reviewed List F – *Funded Facility Modifications on Hold*. As of this meeting, there are 18 projects on hold with a total Facility Modification Program Budget Share of \$9,624,509. 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: *Architectural Revolving Fund (ARF) Update*. Quarterly update was provided on architectural revolving fund projects to the committee.

Discussion Item 4

Summary: Discussion was held on the facilities to visit during October meeting. Committee agreed to visit San Diego location for the meeting with specific visits planned for new San Diego Courthouse and East County Regional Center at El Cajon.

INFORMATION ONLY ITEMS (NO ACTION REQUIRED)

Information Item 1 – List D – Facility Modifications Over \$100K

Summary: Review facility modifications over \$100K.

Information Item 2 – Deferred Maintenance \$45M List Progress Report

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

Information Item 3 – Report on Budget Reconciliation

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

A D J O U R N M E N T

There being no further open meeting business, the meeting was adjourned at 1:51 p.m.

Approved by the advisory body on August 28th 2017