



JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

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TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE

MINUTES OF OPEN SESSION OF MEETING

July 19, 2019
10:00 AM - 4:00 PM

Judicial Council of California – Sacramento/Teleconference

**Advisory Body
Members Present:** Hon. Donald Cole Byrd, Chair
Hon. William F. Highberger, Vice-Chair
Hon. Jennifer K. Rockwell
Hon. Vanessa W. Vallarta
Mr. Darrel E. Parker
Mr. Jarrod Orr (Phone)

**Advisory Body
Members Absent:** Hon. Brad R. Hill
Hon. Patricia M. Lucas
Mr. W. Samuel Hamrick Jr.

Staff Present: The following Judicial Council staff were present:
Ms. Pella McCormick, Deputy Director, Facilities Services
Mr. Jagan Singh, Principal Manager, Facilities Services
Mr. Jim Peterson, Principal Manager, Facilities Services
Ms. Mimi Morris, Principal Manager, Facilities Services
Ms. Maria Atayde-Scholz, Manager, Facilities Services
Mr. Andre Navarro, Manager, Facilities Services
Ms. Karen Baker, Manager, Facilities Services
Ms. Nanci Connelly, Supervisor, Facilities Services
Mr. Paul Fitzgerald, Supervisor, Facilities Services
Ms. Donna Jorgensen, Supervisor, Facilities Services
Mr. Glenn Mantoani, Supervisor, Facilities Services
Mr. Randy Swan, Supervisor, Facilities Services
Mr. Paul Terry, Supervisor, Facilities Services
Mr. Steve Shelley, Supervisor, Facilities Services
Mr. Patrick Treanor, Supervisor, Facilities Services
Mr. Charles Martel, Supervising Attorney, Legal Services
Mr. Ed Ellestad, Supervisor, Facilities Service
Mr. Zlatko Theodorovic, Director, Budget Services (phone)
Ms. Donna Newman, Budget Supervisor, Budget Services
Mr. Jason Haas, Senior Budget Analyst, Budget Services
Ms. Kate Albertus, Facilities Analyst, Facilities Services
Ms. Akilah Robinson, Associate Analyst, Facilities Services (phone)
Ms. Sadie Varela, Administrative Specialist, Facilities Services

Others Present:

OPEN SESSION OF MEETING

Call to Order, Opening Remarks, and Roll Call

The chair called the open session of the meeting to order at 10:00 AM, roll was taken, and opening remarks were made.

Approval of Minutes

The advisory committee voted to approve the open session minutes of its meeting held on May 17, 2019. (*Motion: Highberger; Second: Rockwell*)

PUBLIC WRITTEN COMMENTS

No public comments were received.

OPEN SESSION - ACTION ITEMS (ITEMS 1-9)

Action Item 1 – Approval of FY 2019-20 FM Budget

Summary: Approval of the proposed FY 2019-20 budget.

Action: *Approval of recommended FM Budget for FY 2019-20. (Motion: Parker; Second: Rockwell)*

Action Item 2 – List A – Emergency Facility Modification Funding (Priority 1)

Summary: Ratify emergency facility modifications from List A.

Action: *Reviewed and approved 89 projects for a total of \$1,728,378 to be paid from Facility Modification program funds previously encumbered. (Motion: Highberger; Second: Parker)*

Action Item 3 – List B – Facility Modifications Less than \$100K (Priority 2)

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

Action: *Reviewed and approved 117 projects for a total of \$1,380,539 to be paid from Facility Modification program funds previously encumbered. (Motion: Vallarta; Second: Highberger)*

Action Item 4 – List C – Cost Increases Over \$50K

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

Action: *Reviewed and approved 16 projects for a total cost increase to the Facility Modifications Program budget of \$2,468,017. (Motion: Rockwell; Second: Parker)*

Action Item 5 – List G – FY 2019-20 Planned FMs

Summary: Review and approve recommended FY 2019-20 planned project list.

Action: *Staff recommends approving 9 Planned FM projects for a total cost to the Facility Management Program funds of \$2,769,750. (Motion: Rockwell; Second: Highberger)*

Action Item 6 – Energy Efficiency Projects

Summary: On July 20, 2018, the Committee approved \$2M of FY 2017-18 funds for 12 energy efficiency projects that were redirected to other projects later in FY 2017. On May 17, 2019 the Committee approved FY 2018-19 funds for 4 of the 12 projects because of a change in contractor. Staff request one of the following action items: 1) provide funding for these projects with revised payback period, or 2) defer the projects.

Action: *Reviewed and approved the revised costs and payback periods for the 8 remaining projects and (1) Provided funding for these projects with revised payback periods. (Motion: Vallarta; Second: Rockwell)*

Action Item 7 – Del Norte County Superior Court – Energy Efficiency Lighting Project

Summary: On August 28, 2017, the Committee approved \$38,368 to fund a P3 energy efficiency lighting project for the Del Norte County Superior Court building. The project is currently on hold pending receipt of a signed Shared Cost Letter from the County.

Action: *The committee voted to cancel the pending project. (Motion: Rockwell; Second: Highberger)*

Action Item 8 – DMF Funding Contingency

Summary: Establish \$1M funding contingency for the DMF projects.

Action: *Reviewed and approved reallocation of \$1,350,000 from Unplanned FMs Over \$100K Allocation to Priority 1 FM Allocation. (Motion: Rockwell; Second: High)*

Action Item 9 – Facilities Funding Responsibilities between Judicial Council and Superior Court

Summary: Review comments received from the Superior Courts and CEAC on the *Facilities Funding Responsibilities between the Judicial Council and Superior Courts*.

Action: *The committee deferred this action item and authorized staff to change the narrative format as recommended by CEAC and to include the following comment:*

“Although the Judicial Council monitors and maintains responsibility for various things, the reality of our limited resources is that we cannot routinely do the things which nominally fall on our responsibility as a landlord. Therefore, the Trial Courts may choose on a county by county basis to use their own resources to accomplish things which our budget resources don’t allow us to do or may result in deferring for a long period of time.” (Motion: Vallarta; Second: Parker)

OPEN SESSION - DISCUSSION ITEMS (ITEMS 1-7)
(NO ACTION REQUIRED)

Discussion Item 1 – List E – Approved Court-Funded Requests (CFRs)

Summary: Review and discuss CFR projects approved by the Facilities Services Deputy Director since the last meeting. 10 CFRs were approved during this period.

Discussion Item 2 – List F – Funded Facility Modifications on Hold

Summary: Standard list of previously funded FMs on hold.

Discussion Item 3 – List H – Completed Projects in FY 2018-19

Summary: Review list of completed projects in FY 2018-19.

Discussion Item 4 – List I – Cancelled Projects in FY 2018-19

Summary: Standard list of cancelled projects in FY 2018-19.

Discussion Item 5 – Status Update for State Court Facilities Construction Fund (3037) and Immediate & Critical needs Account (3138)

Summary: Update on the status of the State Court Facilities Construction fund (3037) and the immediate & Critical needs accounts (3138).

Discussion Item 6 – Update on Impact of Southern California Earthquake

Summary: Update and discussion on Impact of Southern California Earthquake

Discussion Item 7 – DMF-3 Reduction from Original \$40M to \$15M in FY 2019-20 Budget.

Summary: Discussion on the strategy for the reduction of the DMF-3 projects final budget from \$40M to \$15M.

**OPEN SESSION – INFORMATION-ONLY ITEMS (ITEMS 1–4)
(NO ACTION REQUIRED)**

Information Item 1 – DMF-I Project List Update

Summary: Update on the DMF-I projects.

Information Item 2 – DMF-II Project List Update

Summary: Update on the DMF-II projects.

Information Item 3 – Architectural Revolving Fund Projects Update

Summary: ARF projects update.

Information Item 4 – Facility Modification Budget Reconciliation Report

Summary: FM Budget Reconciliation Projects Update.

ADJOURNMENT TO CLOSED SESSION AND ADJOURNMENT

There being no further open session business, the open session of the meeting was adjourned at 2:15 PM, and the advisory committee moved to the closed session of the meeting. The closed session of the meeting—which was closed to the public for discussion of security-related items (per Cal. Rules of Court, Rule 10.75(d))—was adjourned at 4:00 PM.

Approved by the advisory body on August 26, 2019