

Court Facilities Advisory Committee
Annual Agenda¹—2023

Approved by Executive and Planning Committee: April 12, 2023

I. COMMITTEE INFORMATION

Chair:	Hon. Brad R. Hill, Administrative Presiding Justice, Court of Appeal, Fifth Appellate District
Lead Staff:	Ms. Pella McCormick, Director, Facilities Services Mr. Chris Magnusson, Facilities Supervisor, Facilities Services
Committee's Charge/Membership: Rule 10.62 of the California Rules of Court states the charge of the Court Facilities Advisory Committee (CFAC), which is to make recommendations to the Judicial Council concerning the judicial branch capital program for the trial and appellate courts. Rule 10.62(b) sets forth the membership position of the committee. The CFAC currently has 18 members. The current committee roster is available on the committee's web page.	
Subcommittees/Working Groups²: 1. Courthouse Cost Reduction Subcommittee 2. Independent Outside Oversight Consultant Subcommittee 3. Subcommittee on Courthouse Names	
Meetings Planned for 2023³ (Advisory body and all subcommittees and working groups) No meetings are planned at this time.* *Please note: Historically, the committee has met on an ad hoc basis. This trend will continue within the 2023 calendar year, and the committee/its subcommittees is expected to meet approximately five times. <input type="checkbox"/> Check here if exception to policy is granted by Executive Office or rule of court.	

¹ The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

² California Rules of Court, rule 10.30 (c) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

³ Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

II. COMMITTEE PROJECTS

#	New or One-Time Projects ⁴	
1.	Project Title California Environmental Quality Act Objectives, Criteria, and Procedures	Priority⁵ 1
		Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Review of the <i>California Environmental Quality Act Objectives, Criteria, and Procedures</i> developed for the Judicial Council to ensure it considers potentially significant environmental impacts of its projects as required by the California Environmental Quality Act (CEQA), and to inform Judicial Council staff how to implement CEQA and other environmental regulatory requirements within the project schedule, acquisition, contracting, design, construction, and operation processes.</p> <p>Status/Timeline: The CFAC and Trial Court Facility Modification Advisory Committee (TCFMAC) reviewed the policy at a joint public meeting in November 2022. Following a 30-day public comment period, and in December 2022, they directed its submission to the Judicial Council for adoption at the March 2023 meeting.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, and Legal Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial and appellate courts; justice partners; local, state, and federal agencies; environmental nongovernmental organizations; California Native American tribes; State Public Works Board; and Governor’s Office of Planning and Research.</p> <p>AC Collaboration: Trial Court Facility Modification Advisory Committee and Executive and Planning Committee.</p>		

⁴ All proposed projects for the year must be included on the Annual Agenda. If a project implements policy or is a program, identify it as *implementation* or a *program* in the project description and attach the Judicial Council authorization/assignment or prior approved Annual Agenda to this Annual Agenda.

⁵ For non-rules and forms projects, select priority level 1 (must be done) or 2 (should be done). For rules and forms proposals, select one of the following priority levels: 1(a) Urgently needed to conform to the law; 1(b) Urgently needed to respond to a recent change in the law; 1(c) Adoption or amendment of rules or forms by a specified date required by statute or council decision; 1(d) Provides significant cost savings and efficiencies, generates significant revenue, or avoids a significant loss of revenue; 1(e) Urgently needed to remedy a problem that is causing significant cost or inconvenience to the courts or the public; 1(f) Otherwise urgent and necessary, such as a proposal that would mitigate exposure to immediate or severe financial or legal risk; 2(a) Useful, but not necessary, to implement statutory changes; 2(b) Helpful in otherwise advancing Judicial Council goals and objectives.

⁶ Indicate which goal number of [The Strategic Plan for California’s Judicial Branch](#) the project most closely aligns.

⁷ A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

#	New or One-Time Projects ⁴	
2.	Project Title Building Official Policy	Priority⁵ 1
		Strategic Plan Goal⁶ VI
	<p>Project Summary⁷: Review of the <i>Building Official Policy</i>, which sets forth the role, responsibilities, and qualifications of the Judicial Council’s Building Official as well as establishes the process for appeal of the Building Official’s determinations.</p> <p>Status/Timeline: The CFAC and TCFMAC reviewed the policy at a joint public meeting in November 2022. Following a 30-day public comment period, and in December 2022, they directed its submission to the Judicial Council for adoption at the March 2023 meeting.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, and Legal Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial and appellate courts; Office of the State Fire Marshal (fire and life safety); Division of the State Architect (ADA accessibility); Board of State and Community Corrections (in-custody detention); and justice partners.</p> <p>AC Collaboration: Trial Court Facility Modification Advisory Committee and Executive and Planning Committee.</p>	
3.	Project Title Judicial Branch Five-Year Infrastructure Plan for Fiscal Year (FY) 2024–25	Priority⁵ 1
		Strategic Plan Goal⁶ VI
	<p>Project Summary⁷: Review of the <i>Judicial Branch Five-Year Infrastructure Plan</i> for FY 2024–25, which forms the basis for trial and appellate court capital-outlay project funding requests for the upcoming and outlying fiscal years. Submit a recommendation for Judicial Council consideration on the five-year plan’s submission to the California Department of Finance (DOF).</p> <p>Status/Timeline: The five-year plan is proposed for the July 2023 Judicial Council meeting and due in August 2023 to the DOF.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, and Legal Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial and appellate courts; justice partners; DOF; Legislature; and Office of Governor.</p> <p>AC Collaboration: Judicial Branch Budget Committee and Executive and Planning Committee.</p>	

#	New or One-Time Projects ⁴	
4.	Project Title	Priority⁵ 1
	Update to the California Trial Court Facilities Standards	Strategic Plan Goal⁶ VI
<p data-bbox="176 305 1944 488">Project Summary⁷: Review of the updated <i>California Trial Court Facilities Standards</i>, which define the minimum space and the functional, technical, and security requirements for the design of new court facilities in the state of California. Updated facilities standards are necessary, as they reflect best practices and successful solutions as the basis for design and construction of functional, durable, maintainable, efficient, and secure contemporary court facilities. Submit a recommendation for Judicial Council consideration to adopt the updated facilities standards from the latest 2020 version.</p> <p data-bbox="176 526 1919 634">Status/Timeline: Judicial Council Facilities Services proposes to update the facilities standards on a three-year cycle to incorporate building code and other code updates. The update to the facilities standards from the 2020 version will be reviewed by the CFAC during 2023 and is proposed for the January 2024 Judicial Council meeting.</p> <p data-bbox="176 672 1892 743">Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, and Legal Services.</p> <p data-bbox="176 748 1919 820"><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p data-bbox="176 857 1457 894">Internal/External Stakeholders: Trial courts; justice partners; DOF; and State Public Works Board.</p> <p data-bbox="176 932 1871 1003">AC Collaboration: Information Technology Advisory Committee, Court Security Advisory Committee, and Executive and Planning Committee.</p>		

#	Ongoing Projects and Activities ⁴	
1.	Project Title	Priority⁵ 1
	Judicial Branch Courthouse Construction Projects	Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Review of Judicial Council-approved new courthouse construction and renovation projects in relation to available construction program budget. Submit recommendations for Judicial Council consideration on how projects should proceed with available project budgets.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, and Legal Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial and appellate courts; justice partners; DOF; and State Public Works Board.</p> <p>AC Collaboration: Judicial Branch Budget Committee and Courthouse Cost Reduction Subcommittee.</p>		
2.	Project Title	Priority⁵ 1
	Recommendations of the Independent Oversight Consultant (IOC)	Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Review and monitor implementation of IOC recommendations.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, and Legal Services.</p> <p><input type="checkbox"/> <i>The project includes allocations or distributions of funds to the courts, which have been reviewed and approved by Budget Service.</i></p> <p>Internal/External Stakeholders: Trial and appellate courts and justice partners.</p> <p>AC Collaboration: Independent Outside Oversight Consultant Subcommittee.</p>		

#	Ongoing Projects and Activities ⁴	
3.	Project Title Courthouse Construction Project Cost Reductions	Priority⁵ 1
		Strategic Plan Goal⁶ VI
	<p>Project Summary⁷: Oversight of reductions to courthouse project costs. Submit recommendations as needed for Judicial Council consideration.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, and Legal Services.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: Trial and appellate courts; justice partners; DOF; and State Public Works Board.</p> <p>AC Collaboration: Courthouse Cost Reduction Subcommittee.</p>	
4.	Project Title Judicial Branch Capital Program Funding	Priority⁵ 1
		Strategic Plan Goal⁶ VI
	<p>Project Summary⁷: Coordinate with the Judicial Council and its Judicial Branch Budget Committee and Executive and Planning Committee to provide funding for the Judicial Branch Capital Program. Submit recommendations as needed for Judicial Council consideration.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, Legal Services, and Governmental Affairs.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: Trial and appellate courts; justice partners; DOF; Legislature; and Office of Governor.</p> <p>AC Collaboration: Judicial Branch Budget Committee and Executive and Planning Committee.</p>	

#	Ongoing Projects and Activities ⁴	
5.	Project Title Additional Funding for Existing Courthouse Operations, Maintenance, and Facility Modifications	Priority⁵ 1
		Strategic Plan Goal⁶ VI
	<p>Project Summary⁷: Coordinate with the Judicial Council and its Trial Court Facility Modification Advisory Committee to seek additional funding for existing courthouse operations, maintenance, and facility modifications.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, and Legal Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial and appellate courts; justice partners; DOF; Legislature; and Office of Governor.</p> <p>AC Collaboration: Judicial Branch Budget Committee and Trial Court Facility Modification Advisory Committee.</p>	
6.	Project Title Courthouse of the Future	Priority⁵ 1
		Strategic Plan Goal⁶ VI
	<p>Project Summary⁷: Review of how the courthouse of the future will be different including pandemic <i>lessons learned</i>, the hybrid courtroom and Digital Court, and applicability to future capital projects. Submit recommendations as needed for Judicial Council consideration.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, and Legal Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial and appellate courts; justice partners; DOF; Legislature; and Office of Governor.</p> <p>AC Collaboration: Information Technology Advisory Committee, Ad Hoc Workgroup on Post-Pandemic Initiatives, Data Analytics Advisory Committee, and Courthouse Cost Reduction Subcommittee.</p>	

III. LIST OF 2022 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	Ongoing: Review of Judicial Council-approved new courthouse construction and renovation projects in relation to available construction program budget and recommend how to proceed.
2.	Ongoing: Review and monitor implementation of IOC recommendations.
3.	Ongoing: Oversight of reductions to courthouse project costs.
4.	Ongoing: Coordinate with the Judicial Council and its Judicial Branch Budget Committee and Executive and Planning Committee to provide funding for the Judicial Branch Capital Program.
5.	Ongoing: Coordinate with the Judicial Council and its Trial Court Facility Modification Advisory Committee to seek additional funding for existing courthouse operations, maintenance, and facility modifications.
6.	Ongoing: Review how the courthouse of the future will be different including pandemic <i>lessons learned</i> , the hybrid courtroom and Digital Court, and applicability to future capital projects.
7.	Completed: On February 7, 2022, and for the Lake–New Lakeport Courthouse project, the CFAC reviewed and approved the Performance Criteria for submission to the DOF/State Public Works Board (SPWB).
8.	Completed: On February 7, 2022, and for the Butte County Juvenile Hall Addition and Renovation project, the CFAC reviewed and approved the 100 Percent Schematic Design for the project to proceed with Design Development.
9.	Completed: On April 19, 2022, and for the Monterey–New Fort Ord Courthouse project, the CFAC reviewed and approved the site selection of a five-acre parcel on the Main Gate site in the city of Seaside for submission to the SPWB and for the project to return for future review/approval of site acquisition.
10.	Completed: On April 19, 2022, and for the San Bernardino Juvenile Dependency Courthouse Addition and Renovation project, the CFAC reviewed and approved the 100 Percent Schematic Design for the project to proceed with Design Development in addition to further study to improve in-custody movement.
11.	Completed: On May 11, 2022, and for the Butte County Juvenile Hall Addition and Renovation project, the CFAC reviewed and approved the 100 Percent Design Development drawings/report for the project to move forward to the SPWB for approval of Preliminary Plans.
12.	Completed: On May 26, 2022, and for the Mendocino–New Ukiah Courthouse project, the CFAC reviewed and approved the Performance Criteria for submission to the DOF/SPWB.

#	Project Highlights and Achievements
13.	Completed: On May 26, 2022, and for the Nevada–Nevada City Courthouse project, the CFAC reviewed planning study findings for informational purposes only.
14.	Completed: On May 26, 2022, and for the Sixth District Court of Appeal–New Appellate Courthouse project, the CFAC reviewed feasibility study findings for informational purposes only.
15.	Completed: On June 7, 2022, the CFAC reviewed and approved the <i>Capital Program Management Policy</i> for submission to the Judicial Council for adoption. The policy updates and replaces the <i>Judicial Branch Capital Program Management Manual</i> adopted by the council in April 2014. It guides the planning, acquisition, and construction of appellate and trial court facilities, so that all projects can be managed with a common strategy and approach and common systems and processes. Subsequently, the policy was forwarded to the council, who approved it on December 2, 2022.
16.	Completed: On June 7, 2022, the CFAC reviewed and approved the draft <i>Judicial Branch Five-Year Infrastructure Plan for Fiscal Year 2023–24</i> for submission to the Judicial Council for approval and submission to DOF. This five-year plan for trial and appellate court capital-outlay projects forms the basis for capital project funding requests for the upcoming and outlying fiscal years. Subsequently, the five-year plan for FY 2023–24 was forwarded to the council, who approved it on July 15, 2022, and directed its submission to DOF to meet the deadline of August 1, 2022.
17.	Completed: On June 17, 2022, and for the Nevada–New Nevada City Courthouse project, the CFAC continued its discussion of the planning study findings presented in May 2022, as well as study updates in June 2022, and approved <i>Option 3: New Construction on a New Site</i> as the capital-outlay project’s recommended project option. For the new site, preference was indicated that land acquisition be as close to downtown Nevada City as financially and otherwise possible. Subsequently, the New Nevada City Courthouse project was included in the Judicial Council-approved <i>Judicial Branch Five-Year Infrastructure Plan for Fiscal Year 2023–24</i> , which proposes funding for its Acquisition phase in FY 2023–24 and Performance Criteria and Design-Build phases in outlying fiscal years in 2025–26 and 2026–27.
18.	Completed: On June 17, 2022, and for the Sixth District Court of Appeal–New Appellate Courthouse project, the CFAC continued its discussion of the feasibility study findings presented in May 2022 as well as study updates in June 2022 and approved <i>Option 1: Build a New Courthouse on State-owned Property</i> as the capital-outlay project’s recommended project option. Subsequently, the New Sixth Appellate District Courthouse project was included in the Judicial Council-approved <i>Judicial Branch Five-Year Infrastructure Plan for Fiscal Year 2023–24</i> , which proposes funding for its Performance Criteria phase in FY 2023–24 and Design-Build phase in FY 2024-25.
19.	Completed: On August 26, 2022, and for the San Bernardino Juvenile Dependency Courthouse Addition and Renovation project, the CFAC’s Courthouse Cost Reduction Subcommittee reviewed and approved the 100 Percent Design Development drawings/report for the project to move forward to the SPWB for approval of Preliminary Plans.

#	Project Highlights and Achievements
20.	Completed: On November 8, 2022, and given the shared interest of both advisory committees in the drafts of the <i>Building Official Policy</i> and <i>California Environmental Quality Act Objectives, Criteria, and Procedures</i> , the CFAC and Trial Court Facility Modification Advisory Committee (TCFMAC) discussed these policies at a joint open public meeting, directing their posting for a 30-day public comment period to consider public comments prior to taking final action to recommend them to the Judicial Council for adoption.
21.	Completed: On December 1, 2022, and for the shelled space buildout for new judgeships courtrooms in the existing Sacramento Juvenile Courthouse, the CFAC's Courthouse Cost Reduction Subcommittee reviewed and approved the 100 Percent Design Development drawings/report for the courtrooms buildout project to move forward to the SPWB for approval of Preliminary Plans.
22.	Completed: On December 29, 2022, after the passage of a 30-day public comment period and with no comments received, the CFAC and TCFMAC approved (through action by email) the drafts of the <i>Building Official Policy</i> and <i>California Environmental Quality Act Objectives, Criteria, and Procedures</i> for submission to the Judicial Council for adoption.