



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

OPEN MEETING WITH CLOSED SESSION AGENDA

Open to the Public Unless Indicated as Closed (Cal. Rules of Court, rule 10.75(c)(1))

OPEN PORTION OF THIS MEETING IS BEING RECORDED

Date: July 21, 2017
Time: 10:00 AM - 4:00 PM
Location: Sacramento/Teleconference for Public Access
Public Call-in Number: 1-877-820-7831 Listen Only Code: 4502468

Meeting materials for open portions of the meeting will be posted on the advisory body web page on the California Courts website at least three business days before the meeting. Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order.

I. OPEN MEETING (CAL. RULES OF COURT, RULE 10.75(C)(1))

Call to Order and Roll Call 10:00 AM

Approval of Minutes

Approve minutes of the May 19, 2017 Trial Court Facility Modification Advisory Committee meeting.

II. ACTION ITEMS (ITEMS 1-7)

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 Requested: Approve the FY 17-18 FM budget, including List G – Planned FMs.

Presenter: Mr. Mike Courtney, Director, Facilities Services Office (FSO), and Mr. Jagan Singh, Manager, FSO

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 Requested: Review and approve (1) criteria and trial court buildings for renovation feasibility study, (2) staff to engage affected courts, and (3) develop an oversight working group.

Presenter: Mr. Mike Courtney, Director, FSO, and Mr. Clifford Ham, Senior Project Manager, FSO

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 Requested: Review and approve the updated energy conservation guidelines to forward to the Judicial Council for adoption.

Presenter: Mr. Mike Courtney, Director, FSO, and Mr. Mark Johnson, Supervisor, FSO

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.

Actions Requested: Review and approve 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.

Presenter: Mr. Mike Courtney, Director, FSO, and Mr. Jagan Singh, Manager, FSO

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

Summary: Ratify emergency facility modifications from List A.

Action Requested: Staff recommends 52 projects for a total of \$1,303,293 to be paid from FMU funds.

Presenter: Mr. Jagan Singh, Manager, FSO

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 Requested: Staff recommends 123 projects for a total of \$1,392,273 to be paid from FMU funds.

Presenter: Mr. Jagan Singh, Manager, FSO

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

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

Action Requested: Staff recommends 11 projects for a total cost increase to the Facility Modification program budget of \$3,267,707.

Presenter: Mr. Jagan Singh, Manager, FSO

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 Requested: Provide input and additions to draft document and approve release to E&P upon revision.

Presenter: Mr. Jagan Singh, Manager, FSO

III. DISCUSSION ITEMS (ITEMS 1-3)

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

Summary: Review and discuss CFR projects approved by the FSO Director since the last meeting. One CFR was approved during this period.

Presenter: Ms. Pella McCormick, Deputy Director, FSO

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

Summary: Review and discuss projects that have previously been funded by the committee, but that are on hold for various reasons.

Presenter: Mr. Jagan Singh, Manager, FSO

Discussion Item 3 – Architectural Revolving Fund (ARF) Update

Summary: Update on architectural revolving fund balance.

Presenter: Mr. Jagan Singh, Manager, FSO

Discussion Item 4 – October Meeting Travel Plans

Summary: Discussion on the October meeting visit to facilities.

Presenter: Mr. Mike Courtney, Director, FSO

IV. 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.

V. ADJOURNMENT

Adjourn to Closed Session

**VI. CLOSED SESSION (CAL. RULES OF COURT, RULE 10.75(d))
(ACTION ITEMS 1)**

Call to Order

Approval of Minutes

Approve closed session minutes of the April 10, 2017 Trial Court Facility Modification Advisory Committee meeting.

**Closed Action Item 1 – Security-Related – Facility Modifications Less than \$100K
(Closed List B)**

Facility Modification Security Projects (Action Required)

Pursuant to California Rules of Court, Rule 10.75(d)(5) *Security plans or procedures or other matters that if discussed in public would compromise the safety of the public or of judicial branch officers or personnel or the security of judicial branch facilities or equipment, including electronic data.*

Summary: Review security-related facility modifications less than \$100K from Closed List B.

Action Requested: Staff recommends seven security-related projects for a total of \$118,218 to be paid from FMU funds.

Presenter: Mr. Jagan Singh, Manager, FSO, and Mr. Ed Ellestad, Supervisor, Security Operations

VII. CLOSED INFORMATION ONLY ITEMS (NO ACTION REQUIRED)

Closed Information Only Item 1 – Security-Related – Facility Modifications Over \$100K (Closed List D)

Facility Modification Security Projects (Action Required)

Pursuant to California Rules of Court, Rule 10.75(d)(5) *Security plans or procedures or other matters that if discussed in public would compromise the safety of the public or of judicial branch officers or personnel or the security of judicial branch facilities or equipment, including electronic data.*

Summary: Review security-related facility modifications greater than \$100K from Closed List D.

Adjourn Closed Session