



# JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION  
ADVISORY COMMITTEE

[www.courts.ca.gov/tcfmac.htm](http://www.courts.ca.gov/tcfmac.htm)  
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## TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE

### MINUTES OF OPEN MEETING WITH CLOSED SESSION

October 13, 2017

10:30 a.m. – 2:14 p.m.

In Person Meeting at Hall of Justice, San Diego

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**Advisory Body Members Present:** Hon. Donald Byrd, Chair, Hon. William F. Highberger, Vice-Chair, Hon. Vanessa Vallarta, Hon. James L. Stoelker, Hon. Jennifer Rockwell, Ms. Linda Romero Soles, Ms. Nancy Eberhardt, Mr. Jarrod Orr and, Ms. Jeanine Tucker (Teleconference)

**Advisory Body Members Absent:** None

**Others Present:** Ms. Pella McCormick, Mr. Jim Peterson, Mr. Jagan Singh, Mr. Randy Swan, Mr. Craig Moen, Mr. Andre Navarro, Mr. Patrick Treanor, Mr. Russell Simonov (Teleconference), Mr. Ed Ellestad, Mr. Michael Sun, Mr. Charles Martel, Mr. Kit Kurisaki, Mr. Ken Street and Ms. Danyelle Hinojos.

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#### OPEN MEETING

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##### Call to Order and Roll Call

The chair called the meeting to order at 10:30 a.m. and took roll call.

##### Approval of Minutes

The advisory body reviewed and approved the minutes of the August 28, 2017 Trial Court Facility Modification Advisory Committee meeting. (*Motion: Romero-Soles; Second: Highberger*)

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#### PUBLIC WRITTEN COMMENT

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No public comments were received.

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#### ACTION ITEMS (ITEMS 1-5)

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##### 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 40 projects for a total of \$867,807 to be paid from Facility Modification program funds previously encumbered. (*Motion: Stoelker; Second: Vallarta*)

**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 \$1,365,627 to be paid from Facility Modification program funds previously encumbered. Committee removed projects FM-0061230 and FM-0061390 from the approval. Staff to review and provide recommendation on the Guidelines for UPS for responsibility and present at the next meeting with the UPS requested projects. (Motion: Highberger; Second: Rockwell)*

**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 two projects for a total cost increase to the Facility Modification Program Budget of \$655,359. (Motion: Vallarta; Second: Rockwell)*

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

**Summary:** Review recommended facility modifications over \$100K from List D and P3 projects.

**Action:** *Reviewed and approved two facility modification projects for a total cost increase to the Facility Modification Program Budget of \$1,652,489. (Motion: Highberger; Second: Stoekler)*

**Action Item 5 – (Action Required) – Fiscal Year 2016-2017 Annual Report**

**Summary:** Review Fiscal Year 2016-2017 TCFMAC Annual Report to the Judicial Council.

**Action:** *Committee provided feedback and comments for revising the report. Staff to make revisions and get revised report approval from Chair and Vice Chair before submitting to E&P. (Motion: Vallarta; Second: Stoelker)*

**Action Item 6 – (Action Required) – Fiscal Year 2016-2017 Annual Report of Court Facilities Trust Fund Expenditures**

**Summary:** Review Fiscal Year 2016-2017 Annual Report of Court Facilities Trust Fund Expenditures to the Judicial Council.

**Action:** *Committee and approved report for submittal to DOF. (Motion: Highberger; Second: Romero-Soles)*

**Action Item 7 – (Action Required) – 2018 TCFMAC Meeting Calendar**

**Summary:** Confirm proposed 2018 TCFMAC meeting dates.

**Action:** *Committee revised three meeting dates for the meetings to January 29, 2018, March 9, 2018, May 25, 2018. (Motion: Rockwell; Second: Highberger)*

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**DISCUSSION ITEMS (ITEMS 1 - 4)**

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**Discussion Item 1**

**Summary:** An update was provided on the Judicial Council obligations to Counties for Operation and Maintenance cost for County managed facilities.

**Discussion Item 2**

**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 3**

**Summary:** Reviewed List F – *Funded Facility Modifications on Hold*. As of this meeting, there are 9 projects on hold with a total Facility Modification Program Budget Share of \$3,439,026. These projects are primarily on hold pending county share of funding commitment or project management resources.

**Discussion Item 4**

**Summary:** An update was provided on finalizing the Service provider contracts amendments.

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**INFORMATION ONLY ITEMS (NO ACTION REQUIRED)**

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**Information Item 1 – Deferred Maintenance \$45M List Progress Report**

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

**Information Item 2 – Court Facilities Trust Fund Report on Q4 Expenditures**

**Summary:** Informational report on FY 16–17 Q4 expenditures from CFTF.

**Information Item 3 – Report on Budget Reconciliation**

**Summary:** Informational report on FY 2017–18 budget reconciliation and spending plan, as well as completed and canceled facility modifications during the reporting period.

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**ADJOURNMENT**

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There being no further open meeting business, the meeting was adjourned at 2:14 p.m.

Approved by the advisory body on December 4, 2017.