



# JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION  
ADVISORY COMMITTEE

[www.courts.ca.gov/tcfmac.htm](http://www.courts.ca.gov/tcfmac.htm)  
[tcfmac@jud.ca.gov](mailto:tcfmac@jud.ca.gov)

## TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE

### MINUTES OF OPEN MEETING WITH CLOSED SESSION

December 4, 2017

12:00 PM - 1:30 PM.

Teleconference

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

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

**Others Present:** Mr. Mike Courtney, Ms. Pella McCormick, Mr. Jagan Singh, Ms. Mimi Morris, Mr. Jim Peterson, Mr. Ed Ellestad, Mr. Mark Johnson, Ms. Maria Atayde-Scholz, Mr. Craig Moen, Mr. Andre Navarro, Mr. Patrick Treanor, Mr. Randy Swan, and Mr. Paul Terry Mr. Ken Levy, Ms. Kate Albertus, Ms. Danyelle Hinojos, and Ms. Sadie Varela.

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#### OPEN MEETING

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##### **Call to Order and Roll Call**

The chair called the meeting to order at 12:04 p.m. and took roll call.

##### **Approval of Minutes**

The advisory body reviewed and approved the minutes of the October 13, 2017 Trial Court Facility Modification Advisory Committee meeting. (*Motion: Stoelker; 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 22 projects for a total of \$365,120 to be paid from Facility Modification program funds previously encumbered. (Motion: Highberger; 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 63 projects for a total of \$665,093 to be paid from Facility Modification program funds previously encumbered. (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 six facility modification projects for a total cost increase to the Facility Modification Program Budget of \$1,203,634. (Motion: Romero Soles; Second: Stoelker)*

**Action:** *Reviewed and approved 20 energy efficiency projects for a total cost increase to the Facility Modification program budget of \$1,443,985. (Motion: Highberger; Second: Vallarta)*

**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 six facility modification projects for a total cost to the Facility Modification Program Budget of \$2,056,220. (Motion: Highberger; Second: Rockwell)*

**Action Item 5 – (Action Required) – Clarification for UPS and Janitorial & Housekeeping Policy**

**Summary:** Policy Clarification for UPS and Janitorial & Housekeeping

**Action:** *Committee Chair requested that staff move this item to the January meeting.*

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**DISCUSSION ITEMS (ITEMS 1-3)**

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

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

**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.

**Discussion Item 3 – Architectural Revolving Fund (ARF) Update**

**Summary:** Update on architectural revolving fund balance.

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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 – Report on Budget Reconciliation**

**Summary:** Informational report on FY 2017–2018 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 1:17 p.m.

Approved by the advisory body on January 29, 2018.