



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

May 25, 2018

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
Ms. Nancy Eberhardt
Mr. Jarrod Orr (by phone)
Ms. Linda Romero Soles
Hon. James Stoelker
Ms. Jeanine D. Tucker

Advisory Body Members Absent: Hon. Brad R. Hill
Hon. Patricia M. Lucas

Others Present: The following Judicial Council staff/others were present:
Mr. Mike Courtney, Director, Facilities Services (by phone)
Mr. John Wordlaw, Chief Administrative Officer, Judicial Council
Mr. Jagan Singh, Principal Manager, Facilities Services
Mr. Jim Peterson, Principal Manager, Facilities Services
Ms. Mimi Morris, Principal Manager, Facilities Services
Ms. Karen Baker, Manager, Facilities Services
Mr. Andre Navarro, Manager, Facilities Services
Mr. Randy Swan, Supervisor, Facilities Services
Mr. Paul Terry, Supervisor, Facilities Services (by phone)
Mr. Patrick Treanor, Supervisor, Facilities Services (by phone)
Mr. Craig Moen, Supervisor, Facilities Services (by phone)
Mr. Doug Walthour, Facilities Mgmt. Administrator, Facilities Services (by phone)
Mr. Charles Martel, Supervising Attorney, Legal Services
Mr. Clifford Ham, Senior Project Manager, Facilities Services
Ms. Sadie Varela, Administrative Specialist, Facilities Services
Ms. Kate Albertus, Facilities Analyst, Facilities Services
Ms. Diana Brenke, Administrative Specialist, Facilities Services
Mr. Ibrahim Almufti, ARUP (by phone)
Mr. Michael Miler, ARUP (by phone)
Mr. Chris Magnusson, Senior Facilities Analyst, Facilities Services (by phone)
Ms. Akilah Robinson, Associate Analyst, Facilities Services (by phone)
Mr. Robert Oliver, Assistant Court Executive Officer, Superior Court of Solano County

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 April 9, 2018. (*Motion: Highberger; Second: Rockwell*)

PUBLIC WRITTEN COMMENTS

No public comments were received.

OPEN SESSION - ACTION ITEMS (ITEMS 1-6)

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

Summary: Ratify emergency facility modifications from List A.

Action: *Reviewed and approved 41 projects for a total of \$912,872 to be paid from Facility Modification program funds previously encumbered. (Motion: Vallarta; Second: Highberger)*

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

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

Action: *Reviewed and approved 122 projects for a total of \$722,138 to be paid from Facility Modification program funds previously encumbered. (Motion: Romero Soles; Second: Highberger)*

Action Item 3 – List D – Facility Modifications Over \$100K

Summary: Review and direct staff on two projects per court request.

Action: *Solano FM-0040733. Based on the letter from the Solano Superior Court, the project for secure fencing project was requested to be separated from the flooding remediation project. TCFMAC recommended that the project be placed on Priority 3 list for future consideration and invited the court to submit a CFR if it elects to fund the project. (Motion: Highberger; Second: Stoelker)*

Action: *Madera FM-0059667. Committee deferred review of the project until the July 2018 meeting, at which time staff will present a report on maintenance practices for parking sites statewide. (Motion: Vallarta; Second: Highberger)*

Action Item 4 – Revert the Unused Deferred Maintenance Fund (DMF) Contingency to Projects

Summary: Revert the unused DMF Contingency to projects.

Action: *Approved staff recommendation to revert the unused Deferred Maintenance Fund Contingency back to projects, including \$224,357 for two new projects and \$375,043 for one previously funded project, all in the El Cajon East County Regional Center. The remaining \$150,000 will be allocated for other direct charges. (Motion: Highberger; Second: Rockwell)*

Action Item 5 – Pre-Approval of Projects for FY 2018–19 Funds

Summary: Approval of FY 2018–19 funds for projects to start in FY 2018–19.

Action: *Discussed and approved FY 2018–19 funds for three projects so work can begin prior to the July 2018 TCFMAC meeting. Approval is contingent upon enactment of the 2018–19 budget and appropriation of funds. (Motion: Rockwell; Second: Highberger)*

Action Item 6 – Deferred Maintenance Fund-II List Based on \$100M Proposed in FY 2018–19 May Revise Budget

Summary: Approval of the new list of DMF-II for \$100M.

Action: *Reviewed and approved a preliminary DMF-II project list, subject to change, based on \$100M in Judicial Council deferred maintenance funding being considered by the Governor for inclusion in the May Revise Budget. (Motion: Rockwell; Second: Highberger)*

**OPEN SESSION - DISCUSSION ITEMS (ITEMS 1–6)
(NO ACTION REQUIRED)**

Discussion Item 1 – Review Options Criteria for Seismic Renovation Feasibility Studies

Summary: Review and discuss criteria of the three options for renovation of each building and JCC staff's selection of an option.

Discussion Item 2 – Deferred Maintenance Projects List

Summary: Staff provided an update on the status of \$45M Deferred Maintenance List projects and updated committee on Edelman elevator replacement project that will be funded over multiple fiscal years to ensure full usage of the allocated budget.

Discussion Item 3 –List E – Approved Court Funded Requests (CFRs)

Summary: Reviewed and discussed ten CFR projects approved by the Facilities Services Director since the last meeting.

Discussion Item 4 –List F – Funded Facility Modifications on Hold

Summary: Reviewed and discussed nine projects previously funded by the committee that are on hold for various reasons.

Discussion Item 5 – Five-Year Master Plan – Deferred Maintenance List

Summary: Reviewed five-year master plan Deferred Maintenance List for FY 2019–20.

Discussion Item 6 – Budget Change Proposals for FY 2019–20

Summary: Discussed status of the FY 2019–20 Budget Change Proposals (BCPs) for submission to the Judicial Council. Of the 15 BCPs considered, the Judicial Branch Budget Committee (JBBC) prioritized facilities BCPs as follows: No. 4 – O&M (\$31.4M ongoing funding), No. 7 – Security (\$6M ongoing funding), and No. 9 – Energy projects (\$30M one-time funding). The JBBC will make its recommendation on these BCPs to the Judicial Council in July 2018, and those approved will be submitted to the State Department of Finance for consideration in the 2019 Budget Act (FY 2019–20).

**OPEN SESSION – INFORMATION ONLY ITEMS (ITEMS 1–2)
(NO ACTION REQUIRED)**

Information Item 1 – Architectural Revolving Fund (ARF) Projects Update

Summary: Received the latest update on the status of facility modification projects in the ARF.

Information Item 2 – FM Budget Reconciliation Report

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

ADJOURNMENT TO CLOSED SESSION AND ADJOURNMENT

There being no further open session business, the open session of the meeting was adjourned at 2:30 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 2:55 PM.

Approved by the advisory body on July 20, 2018.