



# JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION  
ADVISORY COMMITTEE

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## TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE

### NOTICE AND AGENDA OF OPEN MEETING WITH CLOSED SESSION

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

THIS MEETING IS BEING CONDUCTED BY ELECTRONIC MEANS

OPEN PORTION OF THIS MEETING IS BEING RECORDED

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**Date:** January 29, 2021  
**Time:** 10:00 – 3:30  
**Public Call-In Number:** 1-877-820-7831; passcode 4502468 (Listen Only)

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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.

Members of the public seeking to make an audio recording of the open meeting portion of the meeting must submit a written request at least two business days before the meeting. Requests can be e-mailed to [tcfmac@jud.ca.gov](mailto:tcfmac@jud.ca.gov).

Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order.

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

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##### Call to Order and Roll Call

##### Approval of Minutes (Action Required)

Approve minutes of the December 7, 2020 Trial Court Facility Modification Advisory Committee meeting.

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#### II. PUBLIC COMMENT (CAL. RULES OF COURT, RULE 10.75(K)(1))

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This meeting will be conducted by electronic means with a listen only conference line available for the public. As such, public may submit comments for this meeting only in writing. In accordance with California Rules of Court, rule 10.75(k)(1), written comments pertaining to any agenda item of a regularly noticed open meeting can be submitted up to one complete business day before the meeting. For this specific meeting, comments should be e-mailed to [tcfmac@jud.ca.gov](mailto:tcfmac@jud.ca.gov). Only written comments received by 4:00 PM on January 28, 2021 will be provided to advisory body members prior to the start of the meeting.

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**III. ACTION ITEMS (ITEMS 1 – 9)**

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**Item 1**

**Facility Modification Program Budget Actions (Action Required)**

Receive update on the status of the Facility Modification program budget and approve the reallocation of:

- 1) \$783,288 from Facility Modifications Less than \$2K to Firm Fixed Price; and
- 2) \$4,000,000 from Priority 2 Facility Modifications Over \$100K funding to Priority 1 Emergency Facility Modifications funding.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

**Item 2**

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

Approve 98 projects for a total of \$2,112,804 to be paid from Facility Modification program funds previously encumbered for Priority 1.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

**Item 3**

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

Approve cost increases of over \$50K for 5 facility modification projects, for a total cost increase to the Facility Modification program budget of \$1,130,724.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

**Item 4**

**Guidelines for the Responsibility of Facility Costs between the Judicial Council and Trial Courts (Action Required)**

Approve the *Guidelines for the Responsibility of Facility Costs between the Judicial Council and Trial Courts*.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

**Item 5**

**2021 Draft Trial Court Facility Modification Advisory Committee Annual Agenda (Action Required)**

Approve the 2021 draft *Trial Court Facility Modification Advisory Committee Annual Agenda*.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

**Item 6**

**Q1/Q2 Trial Court Facility Modification Reports for Fiscal Year 2020-21 (Action Required)**

Approve draft Fiscal Year 2020-21 TCFMAC quarterly reports for Q1 and Q2, to be submitted to the Judicial Council as an Information-Only item.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

**Item 7**

**Extension of Deadline for \$5M Social Distancing Funds Reimbursement (Action Required)**

- 1) Approve the extension of the deadline from December 11, 2020 to February 16, 2021 for trial courts to submit requests for reimbursement for qualifying COVID-19 pandemic-related expenses to be paid for from the \$5M in Maintenance Budget funds (CFTF 3066) made available by the committee in June 2020.
- 2) Receive status update on fund disbursements to date.

Presenters: Ms. Pella McCormick, Acting Director, Facilities Services

Ms. Mimi Morris, Principal Manager, Facilities Services

**Item 8**

**Fiscal Year 2022-23 Budget Change Proposals (Action Required)**

Approve FY 2022-23 Budget Change Proposals for consideration by the Judicial Council.

Presenter: Ms. Mimi Morris, Principal Manager, Facilities Services

**Item 9**

**Riverside Southwest Justice Center Energy Efficiency Project (Action Required)**

The Riverside Southwest Justice Center energy efficiency project for an LED interior and exterior lighting upgrade for the whole building (FM-0061175) has been on hold since May 2019, when the TCFMAC approved it, pending receipt of the County's shared cost approval letter. The total project cost approved was \$456,980. The revised cost for the whole building is \$530,000 and the cost for the court exclusive area is \$428,000.

Staff requests approval to reduce the project scope to court-exclusive areas only and proceed with the project.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

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**IV. DISCUSSION ITEMS (NO ACTION REQUIRED)**

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**Discussion Item 1**

**FY 2019-20 Annual Report to Legislature of Court Facilities Trust Fund (CFTF) Expenditures**

Review the FY 2019-20 Annual Report to the Legislature of the CFTF.

Presenter: Ms. Lisa Crownover, Senior Budget Analyst, Budget Services

**Discussion Item 2**

**Court Facilities Trust Fund (CFTF) Fund Status**

Update on the status of the Court Facilities Trust Fund.

Presenter: Mr. Jason Haas, Senior Budget Analyst, Budget Services

**Discussion Item 3**

**List E – Court-Funded Requests (CFRs)**

CFR projects approved by the Facilities Services Deputy Director since the last meeting and CFR projects cancelled.

Presenter: Ms. Pella McCormick, Acting Director, Facilities Services

**Discussion Item 4**

**List F – Funded Facility Modifications on Hold**

Standard list of previously funded facility modification projects on hold.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

**Discussion Item 5**

**Lease / License Expense and Revenue Forecast**

Report on Judicial Council lease and license expenses and revenues.

Presenter: Ms. Mary Bustamante, Manager, Facilities Services

**Discussion Item 6**

**Director's Report**

Director's Report.

Presenter: Ms. Pella McCormick, Acting Director, Facilities Services

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

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**Information Item 1**

**Governor's Budget**

Update on the Governor's Budget.

Presenters: Ms. Pella McCormick, Acting Director, Facilities Services  
Mr. Jagan Singh, Principal Manager, Facilities Services

**Information Item 2**

**DMF-2 Projects Update**

Update on the status of DMF-2 projects.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

**Information Item 3**

**DMF-3 Projects Update**

Update on the status of DMF-3 projects.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

**Information Item 4**

**Architectural Revolving Fund Projects Update**

Update on the status of facility modification projects in the Architectural Revolving Fund.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

**Information Item 5**

**List B – Facility Modifications Under \$100K (Priority 2)**

There are currently 19 Priority 2 FMs under \$100K with a Facility Modification Program project cost of \$223,208. Due to budget constraints, staff is not recommending any projects for approval.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

**Information Item 6**

**List D – Priority 2 Facility Modifications \$100K and Over and Priority 3 Facility Modifications**

There are currently 24 Priority 2 FMs over \$100K with a Facility Modification Program project cost of \$17,225,986. Due to budget constraints, staff is not recommending any projects for approval.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

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**VI. ADJOURNMENT**

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**Adjourn to Closed Session**

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**VII. CLOSED SESSION (CAL. RULES OF COURT, RULE 10.75(D))**

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**Call to Order and Roll Call**

**Approval of Minutes (Action Required)**

Approve closed session minutes of the December 7, 2020 Trial Court Facility Modification Advisory Committee meeting.

**Item 1**

**Closed 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.*

**Security-Related – Emergency Facility Modification Funding - Priority 1 (Closed List A)  
(Action Required)**

Approve 1 security-related project for a total of \$2,938 to be paid from the Facility Modification Program budget.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

**Adjourn Closed Session**