


Meeting Minutes	
Committee: County Facilities Plan Steering Committee Phase 4.0	Date: 03/13/2025
Location: teleconference	Meeting Sequence 168
Committee Voting Members in Attendance: Peter Nilles, Erica Goblet (proxy for Celia Benton), Sean Hayes, Ryan Donnelly, Grant Helle	

1. Approval of meeting minutes

Action: A motion to approve the minutes from the February 13, 2025 CFP Steering Committee meeting as presented was seconded, motion passed unanimously.

2. County Facilities Plan System Update (informational only)

No items.

3. County Facilities Plan Project Requests

- a. 2025-010 – DAS-ED MATC air space lease

Rami Peltz provided an overview of the draft air lease agreement.

Action: A motion to recommend approval of the air lease as presented was seconded, motion passed unanimously.

4. County Facilities Plan Strategy Updates (informational only)

- a. Revised CFPSC charter

Peter Nilles discussed the charter and proposed changes to the operations of the committee. The Office of Corporation Counsel confirmed that this committee is still subject to open meetings requirements, because of how the committee was originally formed. There is still a need to consider and discuss strategic, County-wide facility initiatives. The committee acknowledged that there may be opportunities to be more effective in how to address the less controversial, lower impact asset management related items such as certain easements and leases.

- b. IJCC draft workplace standards

Peter Nilles presented a suggested update to workplace standards as prepared by the design consultant for the Investing in Justice: Courthouse Complex (IJCC) project to replace the Public Safety Building. Peter and other County staff involved in the IJCC project reviewed the updated standards and have suggested some edits. This proposed update would replace the workplace standards adopted by the CFP Steering Committee in 2020. The committee generally felt comfortable with the revised workplace standards as presented, with the edits suggested by County staff.

- c. Revised furniture procurement AMOP

Peter Nilles notified the CFP Steering Committee that the furniture procurement AMOP was recently updated, to acknowledge the furniture price agreement negotiated within the past year.

5. New Business

No items.

6. Tabled Topics & Projects

No items.

7. Announcements

- a. The Facilities Planning group will be working with a consultant to address previously-collected customer department input to improve operational effectiveness.
- b. The recently-completed sustainable design standards are being incorporated into 2026 capital project requests.
- c. Ryan Donnelly is leaving the County. A replacement for his role on this committee should be considered.

8. Adjournment