



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

April 7, 2025

10:04 AM – 1:47 PM

Judicial Council of California – Videocast for Public Access

Advisory Body Hon. Donald Cole Byrd, Chair
Members Present: Hon. John B. Ellis
Hon. Jennifer K. Rockwell
Hon. Vanessa W. Vallarta
Mr. Jarrod Orr
Ms. Anabel Z. Romero
Ms. Nocona Soboleski
Mr. David H. Yamasaki

Advisory Body Hon. Brad R. Hill
Members Absent: Hon. Eric J. Wersching
Hon. William F. Highberger, Vice-Chair

Staff Present: The following Judicial Council staff were present:

Mr. Tamer Ahmed, Director, Facilities Services
Mr. Jagan Singh, Deputy Director, Facilities Services
Ms. Maria Atayde-Scholz, Principal Manager, Facilities Services
Mr. Harry O'Hagin, Principal Manager, Facilities Services
Mr. Jeff Anderson, Manager, Facilities Services
Mr. Robert Carlson, Manager, Facilities Services
Ms. Mimi Chung, Manager, Facilities Services
Mr. Jack Collins, Manager, Facilities Services
Ms. Nanci Connelly, Manager, Facilities Services
Mr. Andre Navarro, Manager, Facilities Services
Ms. Deepika Padam, Manager, Facilities Services
Ms. Peggy Symons, Manager, Facilities Services
Mr. Javier Camacho, Supervisor, Facilities Services
Mr. Ed Ellestad, Supervisor, Facilities Services
Mr. Paul Fitzgerald, Supervisor, Facilities Services
Ms. Donna Jorgensen, Supervisor, Facilities Services
Ms. Jennifer Merrill, Supervisor, Facilities Services
Mr. Yassen Roussev, Supervisor, Facilities Services
Mr. Steve Shelley, Supervisor, Facilities Services
Mr. Randy Swan, Supervisor, Facilities Services
Mr. Patrick Treanor, Supervisor, Facilities Services
Mr. Robert Stetson, Facilities Management Administrator, Facilities Services
Mr. Edward Gonzales, Security Coordinator, Facilities Services
Ms. Sadie Varela, Facilities Analyst, Facilities Services
Mr. Carlos Gonzalez, Associate Analyst, Facilities Services
Ms. Angelica Martinez, Associate Analyst, Facilities Services
Ms. Akilah Robinson, Associate Analyst, Facilities Services
Ms. Chloe Hur, Administrative Specialist, Facilities Services
Ms. Kristin Kerr, Supervising Attorney, Legal Services
Ms. Erin Stagg, Attorney II, Legal Services

OPEN SESSION OF MEETING

Call to Order, Opening Remarks, and Roll Call

The chair called the open session of the meeting to order at 10:04 a.m., roll was taken, and opening remarks were made.

Approval of Minutes

The advisory committee voted to approve the minutes of the open session of its meeting held on March 3, 2025. (*Motion: Romero; Second: Rockwell*)

PUBLIC WRITTEN COMMENTS

No public comments were received.

DIRECTOR'S REPORT

The committee received the following update:

1. Budget Hearing Update:

- The Judicial Council Facilities Services Director attended state Senate and Assembly subcommittee hearings on the judicial branch budget.
- The Governor's Proposed Budget for FY 2025–26 includes additional funding for the following facilities-related items:
 - Facility modifications (FM) at the San Diego Hall of Justice.
 - Lactation rooms.
 - Planning studies.
 - Active capital projects.
 - New Tracy Courthouse in San Joaquin County.

2. Judicial Branch Budget Committee (JBBC) Update:

- The Judicial Council Facilities Services Director presented 11 facilities-related Budget Change Concepts at the JBBC meeting held on February 20, 2025.
- The JBBC requested Facilities Services staff conduct an analysis on two items:
 - Return on investment for water conservation and leak detection measures in courthouses.
 - Guidelines and assessments related to Building Management Systems.

3. Capital Outlay Transition to Facility Operations:

- Capital outlay projects in the cities of Sacramento, Indio, and Santa Rosa transitioned to the Facility Operations Unit of Judicial Council Facilities Services.
- This transition happens approximately one year prior to the anticipated project turnover date for familiarity with equipment layout and feedback on access including the following:
 - Punch list walks and commissioning activities.
 - Determination of attic stock.

- Identification of storage locations.
- Asset tagging.
- Managing the transfer of warranty documents.
- Establishing protocols for warranty handling and support.

4. Rainy Season Preventative Maintenance (PM) Operation:

- On October 1, 2023, Judicial Council Facilities Services enhanced the PM program to include scheduled tree trimming and roof drain maintenance for 94 courthouses with a history of interior leaks and fallen tree limbs causing property damage.
- These services have produced a significant cost reduction in Priority 1 events and interior leak damage as follows:
 - FY 2024 costs were down to \$1,500, whereas FY 2022 and FY 2023 Priority 1 costs were as high as \$69,000.
 - FY 2024 costs were down to \$500,000, whereas FY 2022 and FY 2023 interior leak damage costs were as high as \$4.4 million.

5. New Facilities Services Deputy Director Announced:

- Mr. Jagandeep Singh was announced as the new Deputy Director of Judicial Council Facilities Services.

OPEN SESSION - ACTION ITEMS (ITEMS 1–7)

Action Item 1 – Fiscal Year 2024–25 Facility Modification Program Budget Actions

The committee approved the reallocation of \$2 million from the budget for Statewide FM Planning to the budget for Priority 2 FMs Under \$100K.

(Motion: Vallarta; Second: Ellis)

Action Item 2 – List A – Emergency Facility Modification Funding (Priority 1)

The committee approved 95 projects for a total of \$2,009,348 to be paid from FM program funds previously encumbered for Priority 1 projects.

(Motion: Yamasaki; Second: Orr)

Action Item 3 – List B – Facility Modifications Under \$100K (Priority 2)

The committee approved 84 projects for a total of \$1,072,027 to be paid from FM program funds previously encumbered for Priority 2 projects under \$100K.

(Motion: Vallarta; Second: Rockwell)

Action Item 4 – List C – Facility Modification Cost Increases Over \$50K

The committee approved cost increases over \$50K for two projects for a total of \$169,495 to be paid from FM program funds.

(Motion: Ellis; Second: Yamasaki)

Action Item 5 – List D – Facility Modifications Over \$100K (Priority 2)

The committee approved five Priority 2 FMs over \$100K for a total cost to the FM program budget of \$6,161,282.

(Motion: Rockwell; Second: Yamasaki)

Action Item 6 – October Meeting Travel Plans

The committee approved one of three options for scheduling the October 2025 offsite courthouse tours and committee meeting, as follows:

- Option 1:
 - Day 1 (October 23rd) – Tour San Diego and Orange County courthouses.
 - Day 2 (October 24th) – Tour Orange County courthouses and committee meeting at an Orange County courthouse.

(Motion: Ellis; Second: Rockwell)

Action Item 7 – Trial Court Facility Modifications Report for Quarter 3 of Fiscal Year 2024–25

The committee approved the draft *Trial Court Facility Modifications Report for Quarter 3 of Fiscal Year 2024–25*—modifying the FM program’s share pie chart on page 3 and adding a description of Attachment A’s Item #241 under *Fiscal Impact and Policy Implications* section—for submission to the Judicial Council as an Information-Only item.

(Motion: Vallarta; Second: Yamasaki)

OPEN SESSION - DISCUSSION ITEMS (ITEMS 1–5)
(NO ACTION REQUIRED)

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

The committee received an update on CFR projects approved by the Facilities Services Director since the last meeting and any CFR projects cancelled.

Discussion Item 2 – Sustainability Update

The committee received an update on sustainability initiatives as well as an introduction to the Energy Use Intensity reduction project.

Discussion Item 3 – Facilities Maintenance Performance Report

The committee reviewed the report on facilities maintenance performance.

Discussion Item 4 – Operations and Maintenance Report Clarification

The committee reviewed the operations and maintenance report.

Discussion Item 5 – In-Custody Vandalism – Updated Five-Year Analysis

The committee reviewed the updated five-year analysis on in-custody vandalism.

**OPEN SESSION – INFORMATION ONLY ITEMS (ITEMS 1–3)
(NO ACTION REQUIRED)**

Information Item 1 – Deferred Maintenance Funding - DMF-3 Projects Update

The committee received an update on the status of DMF-3 projects. DMF-3 projects are funded by a one-time general fund budget allocation in July 2019 of \$15 million that is earmarked for fire alarm system projects.

Information Item 2 – Deferred Maintenance Funding - DMF-4 Projects Update

The committee received an update on the status of DMF-4 projects. DMF-4 projects are funded by a one-time general fund budget allocation in July 2021 of \$180 million (reduced to \$132.6) for trial court facilities. Funding is earmarked primarily for roof, elevator, electrical, fire protection, and heating, ventilation, and air conditioning (HVAC) projects.

Information Item 3 – Architectural Revolving Fund Projects Update

The committee received an update on the status of FM projects in the Architectural Revolving Fund.

ADJOURNMENT

There being no further open session business, the open session of the meeting was adjourned at 1:47 p.m., and the advisory committee moved to the closed session of the meeting.

Approved by the advisory body on May 19, 2025.