



# Judicial Council of California

Trial Court Facility Modification  
Advisory Committee

[www.courts.ca.gov/tcfmac.htm](http://www.courts.ca.gov/tcfmac.htm)  
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## TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE

### MINUTES OF OPEN SESSION OF MEETING

May 19, 2023

10:00 AM - 12:03 PM

Judicial Council of California – Sacramento Office/Videocast for Public Access

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**Advisory Body** Hon. Donald Cole Byrd, Chair  
**Members Present:** Hon. William F. Highberger, Vice-Chair  
Hon. John B. Ellis  
Hon. Jennifer K. Rockwell  
Mr. Jarrod Orr  
Ms. Nocona Soboleski

**Advisory Body** Hon. Brad R. Hill  
**Members Absent:** Hon. Patricia M. Lucas  
Hon. Vanessa W. Vallarta  
Mr. Darrel E. Parker

**Staff Present:** The following Judicial Council staff were present:

Mr. John Wordlaw, Chief Administrative Officer, Executive Office  
Ms. Pella McCormick, Director, Facilities Services  
Mr. Tamer Ahmed, Deputy Director, Facilities Services  
Mr. Michael Sablich, Principal Manager, Facilities Services  
Mr. Jagan Singh, Principal Manager, Facilities Services  
Ms. Maria Atayde-Scholz, Manager, Facilities Services  
Ms. Mimi Chung, Manager, Facilities Services  
Mr. Jack Collins, Manager, Facilities Services  
Mr. Andre Navarro, Manager, Facilities Services  
Mr. Ed Ellestad, Supervisor, Facilities Services  
Ms. Donna Jorgensen, Supervisor, Facilities Services  
Mr. Glenn Mantoani, Supervisor, Facilities Services  
Mr. Yassen Roussev, Supervisor, Facilities Services  
Mr. Steve Shelley, Supervisor, Facilities Services  
Mr. Randy Swan, Supervisor, Facilities Services  
Mr. Paul Terry, Supervisor, Facilities Services  
Mr. Patrick Treanor, Supervisor, Facilities Services  
Mr. Guillermo Urena, Supervisor, Facilities Services  
Ms. Kate Albertus, Facilities Analyst, Facilities Services  
Ms. Sadie Varela, Facilities Analyst, Facilities Services  
Ms. Mary Li, Associate Analyst, Facilities Services  
Ms. Akilah Robinson, Associate Analyst, Facilities Services  
Ms. Kristin Kerr, Supervising Attorney, Legal Services  
Ms. Erin Stagg, Attorney, Legal Services

**OPEN SESSION OF MEETING**

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**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 10, 2023. (*Motion: Highberger; Second: Ellis*)

**PUBLIC WRITTEN COMMENTS**

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No public comments were received.

**DIRECTOR'S REPORT**

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The committee received the following updates:

**1. Fiscal-Year-End Encumbrances:**

- Facilities Services fiscal-year-end encumbrances total \$224.5 million from the General Fund and State Court Facilities Construction Fund (SCFCF) for facility modifications (FMs), deferred maintenance, and other one-time project commitments.
- Most of the encumbrances have a two-year liquidation period before funds revert.

**2. Orange Central Justice Center Fire and Life Safety Project – Funds Transfer to Court Facilities Architectural Revolving Fund (CFARF):**

- \$6.45 million of the \$60 million appropriation not yet encumbered will be transferred from the SCFCF to the CFARF. The project is in construction and is expected to be completed in early-2026.

**3. San Diego East County Regional Center Egress/Fire and Life Safety Project – Funds Transfer to the CFARF:**

- \$13.7 million of the \$44.6 million appropriation not yet encumbered will be transferred from the SCFCF to the CFARF. The project is in construction and is expected to be completed in late-2024.

**4. Alameda Elevator Projects – Extension of Liquidation Deadline:**

- Facilities Services requested an extension of the liquidation deadline for the Fremont Hall of Justice and Hayward Hall of Justice projects for refurbishment and modernization of public, judicial, and custody elevators.
- Both projects were delayed due to supply chain disruption and unavailability of elevator components, which delayed the start of construction. The Fremont project is scheduled to be completed in late-2023, and the Hayward project is scheduled to be completed in early-2024.

**5. Computer-Aided Facilities Management (CAFM) Court Funded Request (CFR)**

**Process:**

- Due to increased CFR requests in recent years, both in number of projects and total value, Facilities Services is implementing a CAFM CFR process to replace the manual process.
- The aim is to automate the multi-step process of routing, approving, and tracking requests, and its implementation is targeted for summer 2024.

**6. Court Executives Advisory Committee (CEAC) Presentation in August:**

- Facilities Services requested time on the agenda at the August Statewide CEAC Meeting to present various facilities items, including recycling obligations, IT modification project processes, permitting and inspection requirements, CAFM changes, and real estate policies update.

**7. Reimbursement Authority Increase:**

- As one-time deferred maintenance and FM appropriations with extended encumbrance periods did not include reimbursement authority in the Budget Change Proposals (BCPs), Facilities Services requested an increase to reimbursement authority for this fiscal year for both the SCFCF and the Court Facilities Trust Fund (CFTF) of \$58.5 million (\$43.3 million for SCFCF and \$15.2 million for CFTF).

**8. TCFMAC Court Executive Officer Vacancy Status:**

- CEAC recommendations have been received and forwarded to the Executive and Planning Committee for consideration. Appointments are generally made in July for terms starting in September.

**9. Chief's Courthouse Visits:**

- Facilities Services has provided briefing sheets for Chief Justice Guerrero's visits to the superior courts of San Diego, San Francisco, and Stanislaus counties.

**10. Facilities Services Staffing Update:**

- Paul Terry has been promoted to Manager of Program Services, effective May 22, 2023.

**11. Update on 2023–24 May Revision to the Governor's Budget published on May 12, 2023:**

- The budget deficit continues to grow and is projected to be \$31.5 billion in the next fiscal year, which increased from \$22.5 billion in the January Governor's Budget.
- While the May Revision does not project a recession, it identifies several growing concerns creating economic uncertainty, including economic fallout associated with federal budget issues, increases in interest rates to curb inflation, uncertainty of the nation's financial institutions, and delay in tax receipts until October 2023 for 55 counties that represent 99 percent of tax filers and challenge revenue forecasts.
- To address the shortfall, the budget includes trigger reductions included in the January Governor's Budget that will occur if revenues are lower than expected, spending reductions and pullbacks, delayed spending in several areas, fund shifts, revenue/borrowing, as well as a \$450 million pull-out of the Safety Net Reserve.

- Additional reserves available and not yet tapped include the \$22.3 billion Budget Stabilization Account (BSA), the \$10.7 billion public school system stabilization account, and the \$3.8 billion special fund for economic uncertainties. In total there are \$37.2 billion in reserves available of which only the Safety Net Reserve has been tapped.
- The Governor has not imposed any additional operational reductions to the trial courts, facility maintenance, or the construction program.
- Two of the largest facilities BCPs for 2024–25—\$108.7 million for trial court facilities maintenance/utilities, and \$53 million for FMs—received approval from the Judicial Branch Budget Committee on May 17, 2023, to move to the Judicial Council for review at its meeting in July.
- The deficit is projected to grow by \$10 billion in 2024–25 and another \$10 billion in 2025–26.

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**OPEN SESSION - ACTION ITEMS (ITEMS 1–6)**

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**Action Item 1 – Fiscal Year 2022–23 Facility Modification Program Budget Actions**

The committee received an update on the status of the FM program budget and approved the following budget reallocations:

1. Reallocate \$1 million from Statewide Planning to Priority 1 Emergency FMs.
2. Reallocate \$908,000 from Statewide Planning to Priority 2 FMs Under \$100k.
3. Reallocate \$400,000 from Priority 2 FMs Over \$100k to Priority 2 FMs Under \$100k.
4. Reallocate \$103,000 from FMs Less Than \$2K to Priority 2 FMs Under \$100k.

*(Motion: Highberger; Second: Rockwell)*

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

The committee approved 184 projects for a total of \$2,834,061 to be paid from FM program funds previously encumbered for Priority 1 projects. *(Motion: Ellis; Second: Orr)*

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

The committee approved 99 projects for a total of \$1,082,136 to be paid from FM program funds previously encumbered for Priority 2 projects under \$100K.

*(Motion: Highberger; Second: Rockwell)*

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

The committee approved cost increases over \$50K for six projects for a total of \$1,632,958 to be paid from FM program funds. *(Motion: Ellis; Second: Highberger)*

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

The committee approved seven Priority 2 FMs over \$100K for a total cost to the FM program budget of \$2,918,642. *(Motion: Rockwell; Second: Ellis)*

**Action Item 6 – Pre-Approval of List G Planned Facility Modification Projects Over \$100K for Fiscal Year 2023–24**

The committee approved four List G Planned FM projects over \$100K for 2023–24, subject to enactment of the 2023 Budget Act, for a total cost to the FM program budget of \$6,457,796.

*(Motion: Highberger; Second: Ellis)*

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**OPEN SESSION - DISCUSSION ITEMS (ITEMS 1–4)  
(NO ACTION REQUIRED)**

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

The committee reviewed three CFRs (all FMs) that were approved by the Facilities Services Director since the last committee meeting. No CFRs were cancelled during this reporting period.

**Discussion Item 2 – List F – Funded Facility Modifications on Hold**

The committee reviewed the list of previously funded FMs on hold.

**Discussion Item 3 – Facilities Maintenance Performance Report**

The committee reviewed the facilities maintenance performance report.

**Discussion Item 4 – Stanley Mosk Courthouse Sewer Power Washing and Replacement Project**

The committee received an update on the sewer power washing and replacement project at the Stanley Mosk Courthouse.

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**OPEN SESSION – INFORMATION ONLY ITEMS (ITEMS 1–4)  
(NO ACTION REQUIRED)**

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**Information Item 1 – Deferred Maintenance Funding – DMF-2 Projects Update**

The committee received an update on the status of DMF-2 projects.

**Information Item 2 – Deferred Maintenance Funding – DMF-3 Projects Update**

The committee received an update on the status of DMF-3 projects.

**Information Item 3 – Deferred Maintenance Funding – DMF-4 Projects Update**

The committee received an update on the status of DMF-4 projects.

**Information Item 4 – Architectural Revolving Fund Projects Update**

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

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**ADJOURNMENT TO CLOSED SESSION AND ADJOURNMENT**

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There being no further open session business, the open session of the meeting was adjourned at 12:03 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 1:22 PM.

Approved by the advisory body on July 17, 2023.