

MASTER FACILITIES PLAN

City of Plano



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City of Plano, Texas

Master Facilities Plan

Introduction

The Master Facilities Plan establishes a process for the coordinated development and use of the City's facilities with a focus on meeting citywide goals as established in the City Council's Strategic Plan and the City of Plano Comprehensive Plan. The Public Facilities and Services Element of the Comprehensive Plan establishes the need for a Master Facilities Plan which emphasizes a long-range approach to facilities planning while integrating ongoing coordination between the various functional areas of the City into the decision making process. The Plan is intended to be used as a guide for coordinated actions rather than as a rigid definition of cost and scope. The use and value of the Plan is to be a tool for envisioning the "big picture" of the City's future and to therefore, enable the most appropriate conclusions and results for the City's citizens.

For the purposes of this document, the definition of "facilities" is:

"Any structures or properties owned, leased, or maintained by the City of Plano, exclusive of the infrastructure as defined in the City of Plano's Comprehensive Plan."

The Comprehensive Plan defines "infrastructure" as:

"Permanently installed facilities, generally placed underground or at-grade, which form the basis for the provision of City services. Typically included are thoroughfares, bridges, water and sanitary sewer lines, drainage channels and storm sewers."

The term "facilities", as it applies to this document, constitutes land and structures which accommodate the provision of City services. These facilities may be City-owned, leased or shared with other public entities such as the Plano Independent School District (PISD). In any event, they make it possible for those who live and work in Plano to receive both routine and special City services.

Based on the above definitions, "facilities" include but are not limited to:

1. Administrative Offices
2. Service Centers/Storage Yards
3. Parks
4. Athletic Fields
5. Recreation Buildings
6. Libraries
7. Fire Stations
8. Civic Centers

9. Senior Centers
10. Indoor/Outdoor Swimming Pools
11. Solid Waste Transfer Centers
12. Recycling Operations
13. Police Stations
14. Police Substations
15. Police Assembly Points
16. Water Storage/Distribution Operations
17. Wastewater Disposal Operations

The Plan Itself

The original Master Facilities Plan was written more than a decade ago as a part of the City's effort to keep pace with growth and maintain a high level of service delivery. The group responsible for the creation and maintenance of this document is the Facilities Planning Committee (FPC). This group is also charged with evaluating and making recommendations to management about facilities needs. The group includes representatives from the key departments and divisions responsible for the facilities listed above. The responsibilities of this group are detailed later in this report. Prior to the development of the Master Facilities Plan, each department prepared individual facility plans and the principal tool for coordination was the Community Investment Program (CIP) budget. However, this budget-oriented process was unable to account for the various non-fiscal factors that are critical to facilities planning. The Master Facilities Plan was created to coordinate the development and use of City facilities.

As the primary funding mechanism, the CIP is critical to implementing the Master Facilities Plan. The CIP should generally reflect the priorities established in the Master Facilities Plan.

Since the original document was published in 1994, a slowing of the City's growth, ongoing demographic changes and regional growth have made it an appropriate time to review the provision and use of City facilities. This update builds on the original document. Because it is impossible to predict the exact impacts and service needs these changes will generate, this document is primarily focused on establishing a methodology for making decisions on the location, timing, and relationship between various facilities and ensuring these decisions remain consistent with City wide goals and objectives. The Master Facilities Plan is a critical part of an ongoing planning process undertaken by the FPC.

Key Factors Affecting Future Facility Decisions

When making decisions about the provision of City facilities it is essential to take a comprehensive and long-term approach. This will help the City to ensure that its facilities have lasting viability and will continue to serve residents well into the future. There are a number of factors that affect the needs of the City over time, among them the impact of population growth (or lack thereof), changing population demographics, trends in local and regional growth, and changing income levels.

As the City of Plano evolves from a rapidly growing outer-ring suburb to a more mature inner-ring city, new challenges must be addressed. Specifically, Plano's rate of population growth has slowed down markedly since the 1980s and 1990s when it reached rates of more than 70% a decade. Plano has a limited amount of undeveloped land – especially residential, of which more than 97% has been developed. Plano was very proactive in providing infrastructure and facilities to meet the needs of a rapidly growing population. Today, some of these facilities are showing signs of age. Also, as the growth slows, tax revenues will tend to level off. In many cases it will be necessary to be more flexible and to do more with less.

The City's population is also growing older and more diverse. These changes translate into different requirements for existing City facilities; it may also mean that facilities are needed in different locations than they were before. Technological changes are impacting the way the City conducts business and, therefore, its facility needs. Finally, on both the national and local level, energy and the environment are growing concerns. The City recently created a Department of Sustainability and Environmental Services to oversee these efforts. The challenge is to ensure that in providing City facilities, the City of Plano continues to meet the needs of its residents.

In response to these changes, the Master Facilities Plan now includes criteria which emphasize the adaptive reuse of existing facilities, sharing of compatible facilities and the integration of environmental protection, energy efficiency and environmental and economic sustainability into the overall planning process.

Planning Criteria

The Facilities Master Plan is based upon, and is intended to be consistent with, a series of guiding principles stated below as planning criteria. The criteria outline a structure of goals, limitations, and philosophies which frame and direct the facilities planning process. The criteria are also used to examine alternative approaches to meeting facilities needs in order to identify optimum strategies for the City. Like other components of the plan, these criteria should be periodically reviewed and updated so that the plan reflects the current priorities of the City.

1. Economics

- a. Proposals for the development of City facilities should address the objectives of the Comprehensive Plan, the Master Facilities Plan, and the most recent City Council Strategic Plan.
- b. The City intends to fund facilities needs in a manner that is fiscally responsible and consistent with the budgetary priorities established by the City Council.
- c. The City will take a long-term view of capital, operating and maintenance expenditures for facilities.
- d. All viable options should be considered when determining the manner in which a facility will be established. Is there a permanent or temporary need for the services conducted within the facility? Are there existing vacant or under-productive public or private facilities that could serve the intended purpose? Would it be more cost effective to lease a facility, especially when the need is known to be short-term?

2. Quality

- a. The City seeks to develop and maintain facilities for the long term; materials, systems, and other considerations should be chosen for maximum durability and effectiveness.
- b. As the City ages, so do City facilities. City facilities should be maintained, and when appropriate be redeveloped to ensure they meet the needs of Plano's residents.
- c. City facilities frequently serve as prominent community landmarks. As such, they should be viewed as an opportunity to set a positive example for the design and development of properties throughout the City. City facility projects should be consistent with the objectives and strategies of the Urban Design Element of the Comprehensive Plan.

3. Site Selection

- a. Locations for City facilities should be chosen and developed to provide for future growth and change beyond the immediate time frame of the plan. Size of the site as well as infrastructure serving the site should be part of the evaluation.
- b. City facility sites will be selected to maximize accessibility and efficiency of service delivery while encouraging innovative land use design.
- c. As Plano evolves, it may be appropriate to consider relocation of some facilities. Any such project must be considered very carefully and the decision must address the following:
 1. Is there a compelling reason for the relocation?
 2. Is the existing use the highest and best use for the property/building?
 3. Would relocating the facility further established City goals?
 4. Is there a viable opportunity for a public or private reuse or redevelopment of the property?

4. Design and Planning Considerations – Many functions of the City are compatible and as a result can share facilities. Facility sharing is one where the City may realize some cost and operational efficiencies. Exceptions to this principle should of course be made where public access and department missions are better served by a decentralized strategy or when services are incompatible.

- a. Development and redevelopment of facilities should be consistent with stated policy goals, including those in the City Council's Strategic Plan, the Comprehensive Plan, this Master Facilities Plan, and others.
- b. New facilities should be developed to accommodate at least a 15-year projected need.
- c. All facilities projects should encourage innovative approaches to maximize efficiency. Examples might include providing flexible, multi-use spaces, utilizing technology to reduce building space needs, and similar strategies.
- d. Any facilities development project should incorporate strategies for growth in the near and far terms. Flexibility should be a high priority in the planning and development of all facilities.

- e. City staff and the public must have an expectation of reasonable security, safety, comfort, and health conditions at City facilities.
- f. City facilities should be designed and developed in a manner that is appropriate to the site, sensitive to any natural features and compatible with surrounding development.

5. Sustainability - Buildings have a tremendous impact on environmental quality, resource use, and human health and productivity. Sustainable building practices meet current building needs and reduce impacts on future generations by integrating building materials and methods that promote environmental quality, economic vitality, and social benefits through the design, construction and operation of the built environment.

The purpose of a citywide policy on sustainable building is to demonstrate the City's commitment to environmental, economic, and social stewardship; to yield cost savings to the City taxpayers through reduced operating costs; to provide a healthy work environment for staff and visitor; and to contribute to the City's goals of protecting, conserving, and enhancing the region's environmental resources. Additionally, the City helps to set a community standard of sustainable development.

The City of Plano has established a Policy (430.000 in the City of Plano Policies and Procedures Manual) to address the goal of sustainability. City facilities projects should be completed in accordance with this policy which is summarized below (the full text of this policy is available in Appendix A.)

- a. Finance, plan, design, construct, manage, renovate, and maintain its facilities and buildings to be sustainable. This applies to new construction and major remodels. The City will use the U.S. Green Building Council's LEED (Leadership in Energy and Environmental Design) rating system to determine what constitutes sustainable building by national standards. The City of Plano will require the highest level of LEED Certification possible for all City facilities.
- b. LEED Certification points will be prioritized based on their ability to provide future energy savings, water conservation, waste reduction, and improved indoor air quality. Key factors to incorporate into the design include:
 - 1. Use of passive solar energy;
 - 2. Natural lighting (day lighting) and adjustable lighting systems;
 - 3. Highly reflective roof and building exterior;

4. Indoor Air Quality (low VOC materials and ventilation);
 5. HVAC energy performance and efficiency;
 6. Use of on-site renewable energy;
 7. Waste minimization (recycling, reducing, reusing); and
 8. Water reclamation and conservation (rainwater harvesting, use of gray water, soil amendment, native or adapted landscape material, efficient irrigation system).
- c. Return on investment will be considered when determining feasibility of implementing the above features.
 - d. While pursuing the highest level of LEED certification (certified, silver, gold or platinum) possible, the level will be determined by the points gained in incorporating the prioritized list of features into the design of the building.

6. Determining Facility Priorities – When considering bond referendums or scheduling current projects for yearly and five-year CIP funding, the following should be used to help prioritize projects:

- a. Does the project further goals included in the City Council Strategic Plan, the Comprehensive Plan and other policy and planning documents?
- b. Does the project meet the requirements of the Master Facilities Plan?
- c. Does an urgent need such as overcrowding, or inability to serve the public effectively at an existing facility exist?
- d. Does the provision of the facility have an effect on public safety or welfare?
- e. Does the facility impact the provision of core City services?
- f. Are there facilities available from another provider to meet the need?

7. Balance and Equity

- a. The plan is comprehensive and seeks to address the needs of all components of City government.
- b. Priorities are to be set within the limitations of the City's resources.
- c. The City intends to serve the public with facilities that are convenient, accessible, and available to the population in a comparable manner.
- d. The plan should be consistent with the City Council's Strategic Plan, the Comprehensive Plan, and overall City goals and priorities.

Procedures and Responsibilities

The Directors of all city departments whose responsibilities include planning, designing, constructing or renovating City-owned facilities shall be responsible for ensuring that facilities comply with the policies outlined herein. All facilities are subject to this planning process and review by the FPC (as outlined below).

All projects are to be coordinated, through the FPC, with the CIP and the corresponding issue of bonds. Budgets for facilities must include any additional costs associated with green building. Budget planning and the completion of a life cycle cost analysis to achieve a higher LEED rating are encouraged. The following section provides a detailed description of the process, as well as particulars on the roles and responsibilities of each department.

Coordination

The provision of quality services by the City is directly tied to the timing, design and location of facilities and coordination is always going to be the key to an effective facilities planning process. To accomplish this, it is important that the process, roles, responsibilities and linkages between departments, division and organizations that plan, develop and operate public facilities are well defined.

I. The FPC is the interdepartmental committee responsible for the ongoing facilities planning effort. The Planning Department's representative will chair the committee and there will be representation from each of the key departments and divisions identified in this plan. The Committee will meet on a regular basis to review, prioritize and make recommendations on upcoming facilities projects. Department representatives shall be responsible for working with the FPC to coordinate their facilities projects.

The Facilities Planning Committee:

1. Reviews and makes recommendations on proposals for new facilities based on the criteria established in this plan as well as in accordance with the CIP.
2. Establishes an organizational structure to coordinate planning activities of the various functional areas.
3. Regularly meets with other governmental entities including Collin College and PISD that are impacted by impacted by city facility decisions.
4. Develops and maintains a common data base to refer to when making facilities decisions.
5. Prioritizes short, medium and long-term facilities needs on an annual basis. Has the ability to recommend amendments to the Master Facilities Plan as the need for additional facilities arise.

6. Works to facilitate the sharing of sites and facilities among City departments and where appropriate with other government entities.
7. Reviews the preliminary project list for consistency with the Master Facilities Plan during the annual CIP process.
8. Provides an annual report to the City Manager summarizing activities of the past year and establishing goals for the upcoming year.
9. Reviews Functional Area Plans every two years and presents to the City Manager for approval.
10. Conducts a thorough review of the Master Facilities Plan every three years to determine if a comprehensive update is necessary. Updates the plan if required.
11. Conducts a five year bond evaluation and issue recommendations.

II. Community Investment Program (CIP)

The Zoning Ordinance, Subdivision Regulations and the CIP are the primary implementation tools of Plano's Comprehensive Plan. The CIP provides for the construction of public facilities and infrastructure to meet the community's needs.

As mentioned, providing an effective system of facilities and infrastructure requires a coordinated effort between various City departments, management, and elected officials. The FPC is the entity charged with the identification, review, and prioritization of prospective CIP projects. FCP will develop recommendations for the City Manager based on the following:

- 1. Departmental Project Lists** – Each department or division that is responsible for the operation, management, construction, or planning of a particular type or group of facilities or infrastructure improvements should maintain an ongoing list of potential projects (new facilities or infrastructure, property acquisitions, additional space requirements, upgrades, and replacements) as a starting point for the development of a new CIP.
- 2. Departmental Project Evaluation** – Each responsible department/division should provide a thorough evaluation of its proposed projects; identifying their relationship to stated objectives and/or recommendations from key policy documents; noting other projects (within the same department or another) that a project could support or enhance; including an estimated project cost; and providing preliminary priority rating for each project. (A prioritization matrix is included in the Appendix to facilitate evaluation.)

3. Facilities Planning Committee Input

- a. Using the prioritized project list and evaluations from the various departments and divisions, FPC will consolidate the projects and preliminarily rank the projects based on departmental priorities and the relationship between projects.
- b. The Budget Department will provide an estimated funding target to the FPC. If funding ranges coincide with the general ranking of projects, the list will be forwarded to the City Manager accordingly. For example, if all the projects preliminarily ranked by the departments as “high” fit within the limit or all those ranked “high” and “medium” fall within the limit, those projects would be recommended to the City Manager for consideration along with justifications.
- c. If the preliminary rankings of the projects and the estimated funding limit conflict, FPC may request further delineation of priorities and additional justification from the submitting departments. It will also seek to identify projects that can be scaled back or phased. In this case, FPC will identify those projects that are clearly essential for inclusion in the next CIP bond program and forward them along with appropriate commentary to the City Manager. The remaining projects and their justifications will also be summarized and forwarded to the City Manager.
- d. FPC will hold an organizational meeting approximately 12 months prior to the proposed bond election. The agenda will include a review of the process, information required from each department/division, and a proposed schedule for submitting and reviewing CIP projects.

III. Site Acquisition Process

The Site Acquisition Process must account for both budgetary concerns and the need for a site in an appropriate location suitable for the proposed facility. Assigned department representatives should work closely with the FPC. In monitoring facility and site needs, every effort should be made to identify sites in advance of the annual CIP process so that sites can be acquired in a timely manner. Critical steps for site acquisition are described below.

1. Site requirements – The approximate size, configuration and location for the site should be discussed with the FPC.
2. Requirements for the site are compared to the City’s existing site inventory to determine if an existing site appears to be appropriate. If so, the design process can begin. **(Note: State statutes protect park property from being used for other purposes.)**

3. If no existing City-owned site is appropriate, the requesting department will work with the FPC and the designated representative from the Planning Department to evaluate available sites. If other future facilities are to be located in a similar location, they should be identified at this point and included in this process.
4. The requesting department(s) and the Engineering Department will make their final recommendations and present them to the management and to any board or commission that may be involved in the process. Whenever possible multiple, prioritized site alternatives should be presented.
5. Purchase of the site should be included in the upcoming year's CIP budget. If the site has not been included in the latest bond referendum, depending on the level of urgency, one of the following should occur:
 - a. The site should be identified for inclusion in the next bond referendum; or
 - b. Temporary facilities should be used until bond funds or other resources are available
6. Negotiations for the donation, dedication or purchase of the property will be conducted by the Engineering Department (or other assigned department). If negotiations fail for the first site, other sites will be pursued in order of priority.

IV. Design and Construction

Coordination must continue through the Design and Construction phase of facility development. City facilities must be developed in a manner that is consistent with established City policies and planning documents which address issues ranging from land use to urban design to economic development and sustainability as well as the service plans of other City departments.

The collective knowledge of departments from throughout the City is essential to the process, and a main function of the representatives on the FPC is to help guide departments in developing facilities consistent with these broader goals. Beyond this, however, several departments within the City have specific areas of expertise relevant to the process. These are outlined below.

The **Engineering Department** is responsible for the administration of the overall project from inception through completion. The Department provides direction with regard to project delivery methods, site design, zoning requirements, utilities and the planning and zoning approval process. They also process payments, change orders and records recommended for approval.

Building Inspections provides direction with regard to building codes, permitting, inspection for code compliance and suitability for occupancy.

Facilities Services provides direction with regard to building design, components, systems specifications and materials. They also inspect workmanship and materials during construction and suitability for occupancy.

Building Occupants (the requesting department(s)) provides direction regarding functional requirements for the facility.

A. Design Program – Once an architect or engineering firm has been selected, as specified by Procedure 301-6, a **Design and Construction Committee** will be formed to assist with the project. The group, which will include representatives from the above departments and a representative from the requesting department, will be responsible for ensuring that the facility meets the criteria established in this plan. It will work to ensure that the facility is compatible with surrounding uses, is of comparable quality and construction to that of other City facilities and is designed to accommodate future expansion of services or conversion to other uses.

The Engineering Department will be responsible for coordinating design efforts and as such will be the liaison between the architect and the City¹. The user department(s) will identify functional requirements for the space and any particular design elements unique to its operation. Engineering will be responsible for ensuring site requirements stipulated by the City's zoning and subdivision regulations are met. The Facilities Services and Building Inspections Departments will identify any applicable standards or code requirements for facility design such as office size, modular furniture arrangements, and general dimensions of the space. Facilities Services and Building Inspections will also specify materials, finishes, and equipment to be used in the facility. The Engineering Department will specify materials, finishes and equipment for the facility. As process coordinator, the Engineering Department will also be responsible for getting approval from all Committee members on aspects of the design for which they are responsible.

The Engineering Department will also coordinate the process with any outside entity that may be involved in operation of the facility. Site plan, zoning and engineering plans will all go through the normal development review process, as required by the City for any project. Building design and materials will be approved by the Building Inspections and Engineering Departments who must sign off on the plans.

B. Construction Program – Once the plans and specifications have been approved in accordance with applicable zoning and development regulations, the project will be bid (in accordance with City purchasing procedure 301). Upon approval of the award, the project will begin.

¹ For most parks and outdoor athletic projects, the Parks and Recreation Department will act as the central coordinator for the acquisition, design and construction and will assume the role identified for the Engineering Department. The Engineering Department will continue to participate in the design process to ensure that all relative policies, procedure and guidelines are met. If the Facilities Services Department is not going to be responsible for maintenance, it may be excluded from this process.

The Design and Construction Committee will guide construction throughout the process. Engineering will retain administrative responsibility and will process progress reports, change orders, monthly payments and other invoices.

During the course of construction, the Engineering representative will coordinate with the Development Review Division of the Planning Department to ensure appropriate locations for approaches, drives, parking lots, etc. They will also coordinate with Building Inspections to ensure code compliance.

Meetings will be held with the department head of the user department, project architects, and contractors, etc. to review progress of the project. All shop drawings and change orders will be routed through the Engineering Department for review and approval. Changes that materially affect the design of the facility must also be reviewed and approved by the user department.

Facilities Services, Building Inspections and Engineering will be responsible for ensuring that construction occurs in a manner consistent with the specifications and requirements of the project. Deviations from the approved plans should be minor and cause no significant alteration to the facility as planned. Engineering must also ensure that the contractor(s) have secured all necessary permits from Building Inspections and have received all approvals prior to filing a certificate of substantial completion by the project architect. Upon completion of the facility, as judged by Facilities Services and the user department(s), Engineering will have the utilities for the facility turned over to the City.

This portion of the document is NOT part of the resolution that was adopted by City Council.

Appendix A: Functional Area Plans

The City of Plano has several key functional areas or departments that operate and/or maintain major facilities in conjunction with their daily activities. These include:

- Police Department
- Fire Department
- Libraries
- Parks and Recreation
- Public Works/Sustainability and Environmental Services
- Administrative Offices and Facilities Services
- Convention and Visitors Bureau
- Health Department

This section is intended to help define the facilities requirements for each of these areas. It includes a summary of existing facilities, identifies factors they may impact the need for development of future facilities and establishes objectives and strategies for meeting future facility needs.

Summary of Future Facility Requirements

Key facilities needs for upcoming years are projected to be additional/renovated space for Technology Services, the addition of a fire station to serve the north central portion of the City (Station 14) and additional storage for the Police Department. Additional details on these projects can be found in the respective Functional Area Plans below.

Special Note

The City of Plano has made a significant investment and commitment to Downtown Plano over the years in the construction and upgrading of public facilities and infrastructure, property purchases, public-private partnerships, and financial incentives for private development. The City currently owns 19 properties in Downtown Plano containing nearly 33 acres of land, nearly 200,000 square feet of building area, and almost 1,100 parking spaces. This does not include land that is part of a long term lease for the EastSide Village I mixed-use development or the City's joint venture with the PISD for the Courtyard Theater and the Cox School Building.

Because of its sizeable investment in Downtown Plano, the City should continue to monitor and evaluate its role as a property owner with a focus on the following critical themes:

1. Maintaining a strong and positive public presence in the area;

2. Ensuring the City's ability to effectively and efficiently deliver services and oversee public operations from its facilities within the area; and
3. Providing for the long term viability of public and private development and redevelopment in the area.

Libraries

The Plano Public Library System makes printed and other materials available to the residents of the community in the pursuit of education, information, research and recreation. Established in 1965, it achieves its mission through a program of services which include:

1. An online public catalog accessible in-house and remotely;
2. Materials circulation;
3. Reference service;
4. Programs for children and adults;
5. Computer access and databases; and
6. Interlibrary Loan.

With 186,707 registered patrons, the library system serves 74 percent of the population with a collection of 743,870 volumes (2.94 volumes per capita). An annual circulation of 2,890,139 averages 11.42 volumes per capita, the highest in the state for libraries serving population over 250,000.

In providing facilities the main objectives are:

1. Meet the Texas State Library Requirement of .75 square feet per capita.
2. Maintain the Community Library Concept.
3. Provide excellence in library services to members of the community and to support City staff.

Current Facilities

Library Administration and Library Technical Services

Administrative offices are located in the basement of Haggard Library in approximately 9,000 square feet. Approximately 1,000 square feet will be added with the Haggard Library remodeling project. The expansion will not be adequate to handle all of the functions of the divisions. One possibility is to move Library Administration and Library Technical Services to a separate location.

Gladys Harrington Library

1501 18th Street
Plano, TX 75074

Gladys Harrington Library opened on June 2, 1969, with a book collection of 15,033 volumes. The library was 10,000 square feet. Gladys Harrington Library re-opened on August 15, 1994. Current size of the library is 30,000 square feet. Once the Haggard Library remodeling project is completed, Harrington Library will have a teen area and children's story time room in the former genealogy area.

L.E.R. Schimelpfenig Library

5024 Custer Road
Plano, TX 75023

L.E.R. Schimelpfenig Library opened on June 2, 1980, with a collection of 25,000 volumes. The library was 26,246 square feet. The renovated L.E.R. Schimelpfenig Library, expanded to 30,000 square feet on two floors, opened to the public on September 29, 1997.

W.O. Haggard, Jr. Library

2501 Coit Road
Plano, TX 75075

W. O. Haggard, Jr. Library opened on May 1, 1989, with a collection of 41,000 volumes. The library was 20,000 square feet. The basement area was opened March 11, 1996, expanding the public services area to 30,000 square feet and library administration and technical services occupying 9,000 square feet. On December 11, 2005, an expanded Haggard Library reopened with 40,000 square feet of public services space with the addition of a second floor. The current Haggard Library remodeling project will complete the plans for this facility with total space of 60,000 square feet.

Maribelle M. Davis Library

7501-B Independence Parkway
Plano, TX 75025

Maribelle M. Davis Library opened on August 17, 1998, with a collection of 40,000 volumes. The Davis Library contains 30,000 square feet.

Christopher A. Parr Library

6200 Windhaven Parkway
Plano, TX 75093

Christopher A. Parr Library opened on April 1, 2001, with a collection of 60,000 volumes. The Parr Library contains 30,000 square feet.

Location of library buildings is generally based on a population of 50,000 in a service area. The 2000 population figures are Harrington Library 44,154, Schimelpfenig Library 67,197, Haggard Library 44,413, Davis Library 64,315 and Parr Library 35,621. In Plano, the distances between libraries typically do not exceed three miles, making libraries with under-populated service areas readily accessible to persons within over-populated service areas.

Future Facilities

There are no plans to build additional facilities at this time. However, population figures are being monitored on an ongoing basis to assess whether additional facilities may be needed in the future.

Recommendations and Future Considerations

The continued monitoring of library facilities and their use, along with the identification of special opportunities and challenges, should be considered in conjunction with the following:

Alternative Library Services

Possibilities include storefront libraries, usually leased space, to house satellite libraries for particular demographic needs. For example, a media library in an urban center or a special collection library in a targeted area may be warranted.

Possible Haggard Library Expansion

As space is needed for more public library services, it may be possible to relocate library administration and library technical services to a separate location. This move would open up approximately 9,000 square feet of space at Haggard Library.

Administrative Offices and Facilities Services

Current Facilities

City administrative staff is primarily located in buildings located in or around the historic district of downtown Plano. As the City has grown, satellite offices for Property Standards, Building Inspections and Police have been located at the Joint Use Facility (JUF) in the western portion of the City. The Parks and Recreation Department (PARC) is located in Municipal Center South (see Parks and Recreation section below). Information Services is currently located in the Municipal Building Annex. Public Works Administration, Utility Operations and Street and Drainage are all located at the Parkway Service Center Complex. Facilities, Fleet and Equipment Services are also located at the Parkway Service Center. Police Administration is located in the Police and Courts Building. Fire Department Administration is located at Station 1.

Other departments housed in these facilities include:

- Accounting
- Action Center
- Administration
- Administrative Services
- Budget and Research
- Building Inspection
- City Manager
- City Secretary
- Customer and Utility Services
- Engineering
- Equipment Services
- Facility Services
- Facilities and Fleet Management
- Finance
- Health
- Homeland Security
- Human Resources
- Internal Audit
- Legal
- Mayor and City Council
- Parks and Recreation
- Plano Television Network
- Planning
- Police
- Public Works Administration
- Public Works Operations
- Purchasing
- Tax Collections
- Technology Services
- Volunteers in Plano

Future Facilities

Property Standards anticipates changes to its facilities needs as the department expands programs to accommodate the City's increased focus on community maintenance. Currently the Property Standards Department has 25 approved positions; however projections for the next five years increase the number of employees by 20 to 45. Requests for 12 additional positions are expected during the FY 2008-2009 budget cycle and a request for eight additional positions are forecasted for FY 2010-2011.

To accommodate offices and workstations for current staff, the department presently utilizes 18 spaces in Suite 200 at Municipal Center. Modifications are currently in place at the Joint Use Facility (JUF) for 19 spaces. With the anticipated completion of these workstations at JUF during FY 2006-2007, there will be sufficient space to accommodate expected growth through the FY 2008-2009 projections.

Property Standards will need additional work areas and associated storage space to meet the projected eight staff additions for FY 2010-2011. In addition, slight modifications to our current space at Municipal Center, to include the addition of a sink with running water to our designated break room and other minor work area reconfigurations to increase existing storage space, are expected during the FY 2007-2008 budget cycle.

The Neighborhood Services Division of the **Planning Department** is currently responsible for running the Day Labor Center which is a 1,140 Square foot facility the city maintains for day labor referrals. The Day Labor Center has a staff of three people and regularly serves 200 or more job seekers a day. Some repairs and upgrading are needed to continue to accommodate the high activity level. However, this facility, located at 805 Ozark Drive, is on property owned by Dallas Area Rapid Transit (DART). As the property may be required for additional DART facilities in the near future thought should be given to both the possibility of expanding and upgrading the facility on the current site or at new location. As this facility serves many contractors working in cities other than Plano, consideration should also be given to whether these services might be handled better on an area-wide or county basis.

The **Technology Services** Department's main operations are housed in the Annex Building at Plano Municipal Center. It includes approximately 10,000 square feet for 36 employees, a data center, a conference room, a storage room, and a "tech" room for staging PC's and troubleshooting.

The Technology Services Department also has a number of smaller facilities co-located with various departments. These locations include staff housed in remote locations due to space constraints and to have support personnel closer to the end users. It would be optimal to relocate seven staff members to the same building,

but the current size and configuration of the Annex building prevents this. The use of remote data centers has been in place for several years to enhance performance issues, but recent power constraints have necessitated the increase of those facilities in lieu of a centralized data center. A centralized data center would be a more effective and efficient use of power resources.

With the reliability that is required from the network, a new or expanded facility is needed to consolidate infrastructure, optimize resources, and accommodate expansion for future endeavors. The technology industry continues to evolve to a more decentralized model of multiple servers supporting a single application. This significantly increases space requirements for power and cooling capabilities. Housing multiple servers in multiple locations is inefficient and ineffective. More space will also be necessary to house the continued growth in applications and data.

Based on need for additional space, more redundancy in equipment and staff, **Public Safety Communications (PSC)** is currently preparing a comprehensive needs assessment. This should provide a more detailed proposal of PSC's long term requirements and whether or not they can be addressed through expansion of existing space or relocation to another facility.

Recommendations

Continue to explore and define the needs outlined above. Working with the FPC, develop options that will allow for the expansion/relocation of these departments as necessary to maintain the provision of quality City services.

Health – Animal Services

The Animal Services Division of the Health Department is responsible for enforcing Plano's animal control ordinances and applicable state and federal regulations for animal welfare. The division's animal services officers, supervisors and clerical staff provide for dispatch, field patrol and shelter operations.

Current Facilities

Plano Animal Shelter

4028 West Plano Parkway
Plano, TX 75093

The Animal Services Division operates the animal shelter which is located in the south central section of the City. The facility was constructed in 2001 as a result of two bond referendums, one for \$500,000 in 1992 and one for \$1.75 million in 1998. The previous facility was originally constructed in the early 1970's and expanded in 1983. It was located on East 14th Street in the far southeastern corner of the City.

In addition to housing stray and adoptable animals, the current facility serves as a headquarters for the deployment of Animal Services Officers for the entire City. As stated above, the current centrally located facility helps lessen response time to field calls. The current facility is able to house 112 dogs and 99 cats. Twenty outdoor dog runs were completed in 2006 in order to be able to provide fresh air for the dogs as well as to ease the cleaning of the indoor kennels. There are also two quarantine areas and two isolation areas.

A room originally designated for exotic animals was recently converted into a maternity facility for puppies and kittens. Other adjustments include a surgery room for spaying and neutering of adoptable animals, which increases the City's ability to address the requirements of State Health and Safety Code Section 828 regarding dog and cat sterilization. A large conference room in the shelter is used for meetings, training classes, and a Pet First Aid Class which is offered to citizens.

Future Facilities

The current facility is at approximately 80% capacity. As a result of a bond referendum in 2005, an additional 5,000 square feet will be added to the facility with a completion date of approximately 2008. The future addition will house stray animals as well as owner surrendered animals. Animals will be housed in this addition until vaccinations are given and the animal is deemed adoptable. The surgery area will be moved to this addition, and the current facility will be designated as the adoption center. Once the expansion is completed and animals are relocated, management will submit a request to convert several rooms housing animals to animal visitation rooms. These changes will not require bond money.

Fire Department

The Plano Fire Department protects the lives and property of people who live, work and visit within the City of Plano. It accomplishes this through a comprehensive program of services that includes emergency response, disaster management, hazardous materials release mitigation, fire prevention, code compliance, arson investigation and public education.

Current Facilities

Administration

1901 K Avenue
Plano, TX 75074

The Fire Administration Building is a 16,967 square foot facility built in 1994. It provides office space for Administration Staff, conference rooms, two training rooms, a plans review area, and storage rooms for fire and EMS supplies.

Fire Station 1

1901 K Avenue (Adjoins Fire Administration)
Plano, TX 75074

Station 1 is an 11,077 square foot facility built in 1994. It has four apparatus bays and can accommodate up to 12 personnel.

Fire Station 2

2630 West 15th Street
Plano, TX 75075

Station 2 is a 7,740 square foot facility built in 1973 and renovated in 1998. It has three apparatus bays and can accommodate up to 10 personnel.

Fire Station 3

3520 Sherrye Drive
Plano, TX 75074

Station 3 is a 5,230 square foot facility built in 1976 and renovated in 2001. It has two apparatus bays and can accommodate up to 7 personnel. (Approximately 600 square feet were added during renovation, increasing the station to its current size.)

Fire Station 4

6000 Roundrock Trail
Plano, TX 75023

Station 4 is a 7,200 square foot facility built in 1978 and renovated in 2001/2002. It has three apparatus bays and can accommodate up to 10 personnel.

Fire Station 5

5115 West Park Boulevard
Plano, TX 75093

Station 5 is a 7,200 square foot facility built in 1983 and renovated in 1998. It has three apparatus bays and can accommodate up to 10 personnel.

Fire Station 6

900 Seabrook Drive
Plano, TX 75023

Station 6 is a 7,523 square foot facility built in 1986. It has two apparatus bays and can accommodate up to 12 personnel.

Fire Station 7

5602 Democracy Drive
Plano, TX 75024

Station 7 is a 9,300 square foot facility built in 1988. It has three apparatus bays and can accommodate up to 10 personnel.

Fire Station 8

4555 Hedgecoxe Road
Plano, TX 75024

Station 8 is an 8,754 square foot facility built in 1994. It has two apparatus bays and can accommodate up to 9 personnel.

Fire Station 9

6625 West Parker Road
Plano, TX 75093

Station 9 is an 8,304 square foot facility built in 1998. It has two apparatus bays and can accommodate up to 8 personnel.

Fire Station 10

3540 McDermott Road
Plano, TX 75025

Station 10 is an 8,304 square foot facility built in 1999. It has two apparatus bays and can accommodate up to 8 personnel.

Fire Station 11

4800 Los Rios Boulevard
Plano, TX 75074

Station 11 is an 11,268 square foot facility built in 2005/06 and occupied in November of 2006. It has three apparatus bays and can accommodate up to 9 personnel.

Future Facilities

Fire Station 12 / Emergency Operations Center / Logistics Facility

This is a three-building project, which will be located on a four acre site west of the northwest corner of Parker Road and Coit Road. Fire Station 12 will enhance service in an area east of Preston Road, west of Independence Parkway, north of Park Boulevard, and south of Spring Creek Parkway. The Logistics Facility will provide a centralized storage/logistics building for fire department supplies and equipment. It will also provide office space for the Support Services Division staff, which will relieve some of the pressure of limited office space at the Fire Administration building. The Emergency Operations Center will provide a more adequate facility from which to manage and coordinate the City's response to major incidents. The facility will be dual use, also serving as a classroom training facility for the Fire Department. Upon its completion, Homeland Security Department personnel will be housed here. Construction is expected to begin during the spring of 2008 and will be funded from the 2000-2001 CIP and the May 2005 Bond Referendum.

Fire Station 13

Fire Station 13 will be located west of the Dallas North Tollway and will serve the Legacy Business Park, Tollway corridor area, and the residential areas north of Windhaven Parkway to the western and northern City limits. A site near the intersection of Tennyson and Corporate Drive has been purchased. The purchase contract stipulates that construction begin by December 2007. It should be operational by the spring of 2009. Funds for design and construction were approved in the May 2005 Bond Referendum.

Fire Station 4 Expansion

This project will expand the existing Fire Station 4, located at Round Rock and Spring Creek Parkway, to add apparatus bays for reserve and specialty apparatus and storage for special operations trailers. Completion is expected in the spring/summer of 2009. Funding for this project was approved in the May 2005 Bond Referendum.

Fire Station Reconfiguration

This project addresses renovations at two Fire Stations. Anticipated work includes adding one apparatus bay, relocating the fitness room and shop area, renovating the kitchen and living areas at Station 6, and adding a fitness room and renovating the dorms at Station 7. We estimate completion of this project during FY 2009-2010. Funding for this these project was approved in the May 2005 Bond Referendum.

Security Enhancements

This project will provide enhanced security features at various fire stations. Anticipated work includes installing card readers on all entry doors and cameras on front entries and front and rear ramps with monitors in station offices. The use of fences, walls and security gates will be considered on a site-by-site basis. We anticipate completion of this project by the spring of 2008. Funding for this project was approved in the May 2005 Bond Referendum.

Recommendations and Future Considerations

Efficiency - Functionality is critical to the original design and construction of fire stations. Emergency response times are directly impacted by the ability of the station to meet the operational requirements. Further, these facilities are intended to serve for 50 years or more. Efforts to trim initial costs could lead to costly, unplanned redesigns and reconstruction in the future. In addition, the most expensive part of any operation is the personnel. Fire stations must support the safe, efficient, and effective utilization of personnel and equipment in emergencies.

Shared Facilities - The Plano Fire Department previously shared a training facility and although there were some costs savings there were also problems with usage conflicts, improvements and scheduling. Efforts to share facilities and reduce costs must be balanced with equity issues, scheduling, and providing for future capital improvements to the property. With the challenges of leveling revenue streams as Plano and surrounding cities mature, opportunities to share facilities and operational capabilities for Fire and Emergency Medical Services should be explored but the benefits must be carefully measured against the logistical issues that arise when each jurisdiction must answer to those served by these vital operations.

Space - Meeting long term space requirements has been an issue over the years, making it necessary to adjust operations or add more space at a future point in time. Unlike most other public facilities, fire stations are effectively single use "pad sites" and are not readily adaptable to changing conditions. It could be more cost effective to design "growth space" into the original facilities. Resources may not always permit this, but it is an option that should be evaluated when planning for and estimating the cost of future facilities.

ISO Ratings - The Insurance Services Office (ISO) collects information on municipal fire-protection efforts in communities throughout the United States. This data is used to help establish appropriate fire insurance premiums for residential and commercial properties. A Public Protection Classification from 1 to 10 is assigned. Class 1 represents exemplary public protection, and Class 10 indicates that the area's fire-suppression program does not meet ISO's minimum criteria.

The City of Plano currently holds a Class 1 ISO rating. Its policy is to maintain that rating to ensure the lowest insurance rates possible for its citizens. Based on changes to the current ISO grading schedule, additional Fire Department facilities, and modifications to existing facilities will be necessary over the next 2 to 3 years to maintain this rating. The need for a future Fire Station 14 has been identified in the north central portion of the City to provide coverage in the Legacy/Custer road area. This station is recommended by the City's ISO consultant and funding will be requested in the next municipal bond election. Future facility renovations will also be designed to accommodate additional apparatus that will be required to maintain the City's current ISO Public Protection Classification rating of a 1. These future needs will be reviewed on an annual basis and included in future CIP programs.

Public Works/Sustainability and Environmental Services

The Public Works and Sustainability and Environmental Services Departments currently share several facilities and offer many complimentary services. For the purposes of this document they have been grouped as a functional area.

Public Works Department

The Public Works Department is responsible for:

1. Streets, traffic and drainage operations - Responsible for maintaining 656 miles of streets, 25,000 street signs, 102 signalized intersections, 113 miles of pavement markings and 100 miles of drainage channels, including bridges, box culverts, and storm inlets. This department also manages the 480 curb miles of City thoroughfare that are swept twice a month.
2. Utility operations - Responsible for the maintenance of water and wastewater distribution systems. This responsibility includes approximately 807 miles of water mains, 693 miles of sewer mains, 47,891 water and sewer service connections, 5 water pumping stations, 14 wastewater pumping station, 9 elevated storage tanks and 10 ground storage tanks.
3. Public Works Operations – Provides technical support for the department and operates the City's Parkway Service Center.

The Sustainability and Environmental Services Department

The Sustainability & Environmental Services Department is responsible for developing and implementing sustainability programs and practices targeted at City departments, employees, the business community and the general public.

This department also consists of three divisions:

Environmental Waste Services Division provides for the collection of solid waste, yard trimmings, recycling, household chemicals, and bulky waste from residential customers, collects litter from medians and rights-of-way, and promotes, educates and involves commercial customers in programs and projects that result in a reduction of solid waste, including providing organic collections.

Environmental Education & Community Outreach Division educates and involves residents of all ages in activities promoting beautification, environmental stewardship and waste diversion including recycling, composting, household chemicals, litter reduction, electronic recycling, water conservation, energy conservation and air quality.

Compost Operations & Marketing Division is responsible for operating the North Texas Municipal Water District (NTMWD) Regional Composting Facilities, marketing the finished *Texas Pure* products, and educating the public about the use and benefits of compost.

Current Facilities

Shared Facilities

Parkway Service Center

4120 West Plano Parkway
Plano, TX 75093

This site is the home of field operations for Public Works as well as Sustainability and Environmental Services, Fleet Services and the City warehouse.

Other Public Works Facilities

Pump Stations

Five pump stations located throughout the City.

Elevated Storage Tanks

Nine elevated storage tanks located throughout the city, with 15.5 million gallons of capacity.

Wastewater Lift Stations

Twelve lift stations throughout the City.

Other Sustainability and Environmental Services Facilities

Environmental Discovery Center

4120 West Plano Parkway
Plano, TX 75093

This is an outdoor garden classroom and compost demonstration area located adjacent to a creek next to Parkway Service Center. The Environmental Discovery Center is used to teach residents of all ages about the interactions between gardening and yard care practices and local water quality. Yard-wise practices are intentionally taught and modeled with future water quality preservation in mind. The site is used for field trips, PISD curriculum, scout programs, Kids in the Garden program and special events. The Environmental Education Building targeted for completion in early 2008 will also be located on this site.

Household Chemical Reuse Facility

4110 West Plano Parkway
Plano, TX 75093

This facility includes a 14'x25' building and approximately 1,100 square feet of outside processing area. Household chemicals collected from residents are processed and those products suitable for reuse are made available to residents free of charge at this facility.

Plano Community Gardens

4120 West Plano Parkway
Plano, TX 75093

The Community Gardens are located on 2.56 acres at the NTMWD Parkway Transfer Station, which is leased to the City of Plano at no annual cost. Plano is responsible for performance and cost of all site upkeep and maintenance. The Plano Community Gardens were built in partnership with the Junior League of Plano for the purpose of involving a broad cross-section of the community to adopt raised bed plots and donate their harvest to a local food bank.

Custer Road Facility

1901 West 15th Street
Plano, TX 75075

This facility encompasses approximately two acres and is used for the following purposes related to the operation of the Regional Composting Program:

- Receiving acceptable material from NTMWD Member Cities, citizens of NTMWD Member Cities, and other commercial companies or municipalities approved by Contractor and NTMWD;
- Sorting and grinding;
- Bagging of finished product;
- Storage of acceptable material, mulch, compost and other compost blends;
- Storage of machinery, equipment and other materials necessary for the operation of the Regional Composting Program; and
- Sale of mulch and compost to NTMWD, NTMWD Member Cities, commercial businesses, private citizens, and other governmental entities.

FM 545 Compost Processing Facility

This facility, located in the City of Melissa, includes approximately 50 acres owned by the NTMWD. Most of the site drains to a 1.6-acre retention pond located at the south end of the site. The pond is designed to accommodate the 25-year, 24-hour rainfall with two feet of freeboard. The pond is designed to function as a sedimentation basin and provide some of the required process water and water for dust suppression. The balance of the property drains into either another pond or run-off is captured by a filter-berm. All storm water is controlled.

Prior to construction of the composting facility, four permanent groundwater-monitoring wells were installed and sampled around the perimeter of the site. In addition, two borings within the future processing pad area were completed, and groundwater and soil were sampled from them as well. Groundwater and soil samples were sampled and analyzed prior to operation of the site in order to document background groundwater quality and soil characteristics.

The FM 545 Compost Processing Facility is used for the following purposes related to the operation of the Regional Composting Program:

- Receiving acceptable material from NTMWD Member Cities, citizens of NTMWD Member Cities, commercial companies, or municipalities approved by Owner;
- Sorting and grinding acceptable material;
- Processing of acceptable material, including, but not limited to, windrow turning, watering and screening.
- Storage of acceptable material, mulch, compost and other compost-related products;
- Storage of machinery, equipment and other materials necessary for the operation of the Regional Composting Program; and
- Sale of compost-related products to NTMWD, NTMWD Member Cities, commercial businesses, private citizens and other governmental entities.

Future Facilities

The current administrative facilities at Parkway Service Center were built in 1993. At that time there were eight employees in the Public Works Operations and Solid Waste Administration Divisions of the Public Works Department. Today, the same facility accommodates 16 employees and the Solid Waste Division has become the Sustainability and Environmental Services Department. Further, water conservation is becoming an increasingly significant component of Utility Operations and will likely require additional staff over the next few years. It may be possible to rearrange the facilities at Parkway Service Center to accommodate these additional needs.

Recommendations

In response to these and future changes, it is recommended that a space study be commissioned to develop alternatives and recommendations for the space at Parkway Service Center.

Police Department

The Plano Police Department is a full service, nationally accredited police agency. In addition to providing traditional law enforcement services, the Department also utilizes innovative and progressive programs that emphasize non-traditional approaches to solving community problems. The Department is staffed by 344 sworn officers and 228 civilian personnel at eight various facilities around the City. The mission and goal of the Police Department is to provide outstanding police services, in partnership with the community, and to maintain a safe environment that contributes to the quality of life.

Current Facilities

Police Headquarters

909 14th Street
Plano, TX 75074

This 53,000 square foot facility is home to Administration, Records, Crime Prevention, Criminal Investigative Services Division including Administration, Patrol including Administration, Crime Scene, Evidence/Property, Supply, Crime Analysis, Support Services Administration, Public Safety Officers/Telephone Report Unit. Currently approximately 285 personnel are based out of this facility. It has parking for 130 police vehicles (141 are actually based at this facility) and is open 24/7 with exception of lobby which is 6:00 a.m. – 9:00 p.m., Monday – Saturday, and Sunday, 8:00 a.m. – 5:00 p.m.

Off-site there is 2,000 square feet of space for narcotics investigations. Thirteen personnel work out of this location. Parking is available for 13 vehicles with 6 vehicles based at this location. It is operational 24/7 but there are no public hours or access.

Joint Use Facility

7501 Independence Parkway
Plano, TX 75025

Approximately 11,000 square feet at the JUF is currently utilized by the Police Department for operations including Patrol, Traffic, Records, Public Safety Officers, Crime Prevention, and Supply Storage. Seventy-four personnel are based at this building. There are 44 parking spaces available for police vehicles and 48 vehicles based at the facility. Hours of operation are 24/7 with exception of the Service Lobby which is open 8:00 a.m. -5:00 p.m., Monday – Friday.

Police Assembly Point

Thirty-five patrol officers are based at this 3,500 square foot facility. There are currently 40 parking spaces available for police vehicles and 15 vehicles based at this location. Hours of operations are 24/7, no public hours, no public access.

Neighborhood Police Officer Office

3420 K Avenue, Suite 204
Plano, TX 75074

A 1,200 square foot leased space that is home to the operations for the Neighborhood Police Officer Unit. There are 11 officers based at this location with 11 vehicles. Parking is ample in the shopping center. Hours of operation are 24/7, no public hours, no public access.

City Jail

909 14th Street
Plano, TX 75074

The 40,000 square foot jail provides facilities for short term prisoner detention. There are 36 personnel at the facility. There is parking for two vehicles and there are two vehicles based at this location. Hours of operation are 24/7, including lobby.

Plano/Richardson Police Training Center

This 22,600 square foot facility is shared by the cities of Plano and Richardson. It is used as a training facility and gun range operations. Four personnel from the City of Plano are based at this facility and two from the City of Richardson. Parking is available for 80 vehicles and one vehicle is actually based at this location. Hours of operation are 8:00 a.m. – 5:00 p.m., Monday – Friday, with the exception of after hours training venues or other special events

Bulk Evidence Storage Facility

This is 4,000 square feet of leased space used exclusively for storage. There is parking available for two vehicles.

Child Advocacy Center

The Plano Police Department has eight officers who work out of approximately 1,200 square feet at the Child Advocacy Center to conduct criminal investigations. There is parking available for seven vehicles and there are seven vehicles based at the location. The hours of operation are 8:00 a.m. – 5:00 p.m., Monday – Friday with limited public access.

Future Facilities

The Police Department is in need of an estimated, additional 8,500 square feet of space at Police Headquarters to include roughly 6,500 square feet for evidence storage, expansion of the Toler Community Room, and additional space for the Crime Scene Unit Lab. Additional parking for police and employee vehicles is also needed – this can possibly be accomplished by reconfiguring and redevelopment of the properties around the current Police and Courts Building.

Joint Use Facility

- Remodel JUF to incorporate an additional 2,000 square feet for police operations. A captain and three lieutenants are now located in offices formerly used by Customer/Utility Service due to lack of space in the police portion of the building. These offices are outside the secure portion allotted for police operations and for various reasons need to be in the secure area.

Jail

- Need additional space in officer report writing room, approximately 600 square feet.
- Need public restroom facility in lobby.

Bulk Evidence Storage

- The lease on this facility can be discontinued if the additional 5,000 square feet is built at Police Headquarters for a new Evidence/Property facility.

Other Recommendations

- The overall parking situation in and around the Justice Center and Police Headquarters needs to be reviewed. This may require parking prohibitions in this lot, similar to City Hall and providing employee parking stickers.
- It is also recommended that consideration be given to the construction of additional warehouse space that will be available to all departments on an apportioned basis. The Police Department is usually short of necessary storage space for many of the items kept in inventory. Due to the limited land at this location it may be more advantageous to construct a facility elsewhere to meet the storage needs of many City departments. Leasing may also be an option for consolidating storage requirements instead of constructing a new facility. There are number of privately owned warehousing facilities within one-half mile of Downtown Plano. A coordinated evaluation of the storage needs of various departments should be considered before taking action.
- Staff also discussed the impact of the growing Legacy Town Center on police operations in that portion of the City. If this development reaches a potential of 30,000 persons in the vicinity there may be a need to add more space for police operations at the 802 facility.

Parks and Recreation

The PARD provides facilities, programs and services to meet the diverse recreational needs of Plano residents. Established as a department of the City in 1968, it is comprised of the Parks, Recreation, Marketing/Special Events, Technology, and Creative Arts divisions. Administration for Parks and Recreation is housed at the Municipal Center South. The Director of Parks and Recreation is also responsible for Plano Centre operations and the Convention and Visitors Bureau.

The **Parks Division** includes Park Planning, Park Operations and Athletic Operations. Park Operations is responsible for parks, public grounds, medians, and rights-of-way grounds maintenance. The division also maintains infrastructure, facilities, irrigation systems, and natural resources at park sites. Athletic Operations coordinates use of athletic fields with youth and adult league sports and tournaments and maintains athletic sites. Park Planning is responsible for the planning and development of the park system, including the implementation of the Park Master Plan and Park CIP.

The **Recreation Division** has six major areas of responsibility: aquatics, recreation centers, special activities, athletics, tennis and golf. It operates facilities for drop in use, maintains equipment, and offers programs to meet a variety of interest and abilities.

The **Marketing/Special Events Division** includes Special Events, the Interurban Railway Museum, the Volunteer Resources Group and Oak Point Park and Nature Preserve. This division provides a wide variety of resources which inform and educate the citizens of Plano and supervises, coordinates, and/or manages quality events. The Division also processes Special Event Permits and Special Event Grants for other public events. The Interurban Railway Museum relates the story of the Interurban Railway of North Texas. The Volunteer Resources Group provides citizen volunteers a link to assist with City services and programs including over 20 programs, 15 departments and utilizing thousands of volunteers each year. Oak Point Park and Nature Preserve is an 800-acre nature preserve currently housing the Amphitheater at Oak Point Park and the special event area, site of the annual Plano Balloon Festival and other events.

The **Technology Division** provides support for all department technology infrastructure and systems such as the Leisure On-Line, asset management, remote operating systems, etc. The division is also responsible for department accounting functions.

Plano's **Creative Arts Division** was established to create an environment where the community can share in the full diversity and vitality of the arts. This area includes performing venues, such as the Courtyard Theater, the Cox Building Playhouse, and the Amphitheater at Oak Point Park. The Public Art Program enhances the community by beautifying local spaces such as parks, recreation centers, and libraries. There is an Arts and Culture Grants program which provides support for non-profit arts organizations. There is also a Municipal Exhibit program.

Current Facilities and Recommendations - PARD Administration

Municipal Center South

1409 K Avenue
Plano, TX 75074

The PARD operates out of administrative offices located at Municipal Center South. This facility is located adjacent to the historic downtown area and is in close proximity to the main Municipal Center Complex.

Future Facilities – PARD Administration

The current facility is adequate for the number of people who use the building. However, if Downtown continues to redevelop, it may be appropriate to relocate MCS staff to another location to allow for redevelopment of the current site. (Downtown redevelopment is discussed in greater detail later in this document.)

Other Recommendations

- Coordinate with Downtown Plano redevelopment plans
- Plan for the possibility of relocation
- Technology needs in all facilities in Parks and Recreation should be identified and coordinated with the master facilities plan and updated as a part of the budget process where possible.

Current Facilities and Recommendations – Recreation

Carpenter Park Recreation Center

6701 Coit Road
Plano, TX 75024

This 54,500 square foot recreation center was completed in March of 1990. It consists of two gymnasiums, six racquetball courts, two squash courts, an exercise room, meeting and classrooms, a game room, office space and an elevated running track. It represents the City's first effort to provide an independent, multi-purpose recreation facility. Facility renovation and expansion has been funded and plans to add an indoor warm water pool, expand the fitness areas, and add classroom space are underway with construction to occur in 2009.

Oak Point Center

6000 Jupiter Road
Plano, TX 75074

Oak Point Center offers more than 80,000 square feet of recreational space. The facility includes a double gymnasium, four racquetball courts, a climbing wall, elevated track, fitness room, multiple classrooms, aerobics/group exercise room, gymnastics area, preschool rooms, indoor stretch 50 meter pool with water slide and play features, and an outdoor leisure pool. Space is available for facility expansion on the east side of the building.

Liberty Recreation Center

2601 Glenclyff Drive
Plano, TX 75075

Liberty Recreation Center is located on a seven acre tract of land adjacent to Liberty Park. The former Jewish Community Center and Plano YMCA building was acquired by the City and opened to the public in the summer of 2004. The facility includes approximately 30,000 square feet with the following: cardio fitness room, strength/weight room, multiple classrooms, aerobics/group exercise room, preschool room, double gymnasium, locker rooms, and an outdoor 25 yard swimming pool.

Douglass Community Center and Annex (annex leased by others)

1111 H Avenue
Plano, TX 75074

The Douglass Center is located on 1.5 acres of PISD property; the facility is currently leased from PISD through a 50-year lease agreement. The 6,927 square foot building is jointly used by PISD Alternative Classroom Program and the PARD. All operational and maintenance costs are shared between the two entities. This building includes four classrooms and open space areas utilized for multi-purpose activities. The facility also has an enclosed basketball court available for year-round use.

Williams Recreation Center

1712 P Avenue
Plano, TX 75074

The City leases space from the school district to operate Williams Recreation Center, located inside Williams High School. The classroom space, gymnasium, and cafeteria are used for community classes and programs. Drop-in basketball, volleyball, badminton, and table games are also available. The City coordinates the Free Summer Lunch Program at this site with funds from the Texas Department of Human Services. PISD provides the food service personnel for meal preparation.

Clark Recreation Center (leased from PISD)

523 Spring Creek Parkway
Plano, TX 75023

This facility has been closed due to the planned opening of the Tom Muehlenbeck Center and Oak Point Park and Nature Preserve facilities.

Plano Aquatic Center

2301 Westside Drive
Plano, TX 75075

The Plano Aquatic Center was built in 1978 at the Plano Senior High school campus. This facility has a heated indoor pool which is utilized year round by the City of Plano, PISD and the City of Plano Swimmers Organization.

In 1981 a classroom was added which included a kitchen area, additional restrooms and office space. A parking lot was added to the north side of the Aquatic Center and lighting was installed in 1986. This facility is scheduled for renovation in 2008-2009.

Rowlinson Community Natatorium

1712 P Avenue
Plano, TX 75074

The Rowlinson Community Natatorium was constructed on the campus of Williams High school in 1971. In 1973, the building, which was originally constructed as an outdoor facility, was enclosed. This enabled the facility to be utilized year-round. A number of activities including public swimming, competition and learn-to-swim classes are conducted at the facility. Because of site constraints, future expansion is not possible. The facility was renovated in 2002 and renamed for former mayor and avid swimmer, Harry Rowlinson.

Jack Carter Pool

2800 Maumelle Drive
Plano, TX 75023

Jack Carter Pool is well located adjacent to Jack Carter Park. This facility, which was built in 1981 consists of a 50 meter outdoor pool, a wading/activity pool and a playground, all of which are utilized on a seasonal basis. The facility was renovated in 2005 and updated the bath house, wading pool, fence, and mechanical areas.

Due to size constraints Jack Carter Pool cannot be enlarged. The only possibility for increasing service provisions at the location would require enclosing the pool for year round use. This is not a suitable option because it is more desirable to have both open and enclosed pools for public use.

Plano Senior Center

401 West 16th Street
Plano, TX 75075

The Senior Center is located adjacent to Harrington Park and was opened in 1997. The facility offers more than 21,000 square feet of usable space and houses the Geriatric Wellness Center. The facility amenities include a fitness room, billiards room, gift shop, snack bar, classroom, and library. Dances, bingo, bridge, and a variety of activities are offered on a daily basis. Flood plain areas surrounding the center limit expansion possibilities at this site, although some expansion is feasible.

Heritage Yards

4525 Hedgecoxe Road
Plano, TX 75024

Heritage Yards at Plano is a nine field facility designed for softball. It is used as a tournament venue after resident league play needs have been satisfied on a seasonal basis. The facility includes administrative space for full-time staff to supervise and administer softball leagues on-site. Two maintenance workers are also based at this site.

High Point Tennis Center

421 West Spring Creek Parkway
Plano, TX 75023

The High Point Tennis Center is located on a regional arterial thoroughfare and is adjacent to Clark High school as well as a residential community. The Center includes 21 lighted tennis courts, a full service pro shop, practice walls, a children's play area and dressing facilities.

Pecan Hollow Golf Course

4501 14th Street
Plano, TX 75074

Land for the Pecan Hollow Golf Course was acquired in 1960. The PARD leased it to a second party who built and operated the golf course beginning in 1972 until the City of Plano took it over in 1986. At that time, the PARD began an extensive renovation program, revitalizing the course and clubhouse facilities.

A new clubhouse was constructed in 2004 which included a restaurant, locker room, patio, and pro shop.

Future Facilities - Recreation

- Tom Muehlenbeck Center (opened December 2007)
- Carpenter Park Recreation Center expansion (2008-2009)
- Plano Aquatic Center Renovation (2008-2009)
- Clark Recreation Center (closed)

Other Recommendations

- Recreational needs will continuously change with the demographic and current trends. Plano's current population is underserved in areas such as badminton, table tennis, and cricket. Spaces should be designed or renovated to be flexible in order to accommodate the current demands without hindering future uses.
- An expansion of Oak Point Center's weight and game rooms should be considered. Following the opening of the Tom Muehlenbeck Center and the expansion of Carpenter Park Recreation Center, this center will be left with an undersized weight room compared to the other sites. Expansion of the outdoor pool should also be considered to draw area residents to this facility in the summer months.
- Shade should be incorporated at all of the outdoor swimming facilities.
- Plano Senior Center should expand the weight room and the lunch room.
- Technology for both the public and staff should be integrated during construction attempting to make available the latest level of technology services.

Other Observations

- A 20-year renovation program should be adopted to update facilities as they age. This has been done on the recreation buildings, although a formal strategy has not been adopted. The facilities that have been or will be renovated include: Rowlinson Natatorium, Jack Carter Pool, Plano Aquatic Center (2008-2009) and Carpenter Park Recreation Center (2008-2009). As a facility approaches 15 years of age, renovation should be strong considerations for the next bond program.
- The aging population in Plano is being carefully considered. New facilities or modifications to existing facilities may be necessary to serve this population and emerging services and programs.

Current Facilities – Parks

Schell Park Maintenance Facility

2901 R Avenue
Plano, TX 75074

This 2,400 square foot facility and 4.08 acre storage yard is located in Schell Park. It houses 24 full-time Park Division employees and large grounds maintenance equipment. The staff based at this facility is responsible for maintenance of:

- Medians and rights-of-way east of Custer Road
- All public buildings east of Custer Road
- Parks east of Custer Road

Jack Carter Park Maintenance Facility

6500 Roundrock Trail
Plano, TX 75023

This facility which is adjacent to Jack Carter Park is 4,800 square feet. This facility is currently the base for 65 full-time personnel and houses grounds maintenance, construction, and facility maintenance equipment. This facility would be difficult to expand due to the building's orientation and proximity to the flood plain. The staff based at this facility is responsible for maintenance of:

- All athletic field maintenance
- All park support and par facility maintenance services
- All irrigation system maintenance services
- All natural resource/tree maintenance services

Plano Parkway Maintenance Facility

4040 West Plano Parkway
Plano, TX 75093

This facility is part of the Public Works Service Center complex. It is currently the base for 23 full-time personnel and houses large grounds maintenance equipment.

The staff based at this facility is responsible for maintenance of:

- Medians and rights-of-way west of Custer Road
- All public buildings west of Custer Road
- Parks west of Custer Road

Future Facilities - Parks

- Oak Point Park and Nature Preserve Maintenance Facility (OPPNP) (funds allocated). The OPPNP facility design process is beginning in FY 2006-07. This will be a full sized facility and may include some training/educational space.
- Archgate Park Satellite Maintenance Facility (funds allocated) and Enfield Park Satellite Maintenance Facility (funds allocated). The Archgate and Enfield facilities are being designed. All satellite facilities are small buildings that allow a crew to report directly to the site (or sites in the area) and reduce travel time. Use of leased space as an adaptive re-use for satellite facilities may be an option.
- Russell Creek Satellite Maintenance Facility (future funding needs).
- Arbor Hills Nature Preserve Satellite Maintenance Facility (future funding needs).
- Chaparral Road Park Site Maintenance Facility (future funding needs). The needs and size of the Chaparral Road Site will be determined when the final master plan for the site is completed after a future bond referendum.
- Possible other satellites (future funding needs).

Planning for renovations and funding will be requested as a part of the Capital Reserve Fund budget process. Funding for new maintenance facilities may be included in future bond referendums.

Other Recommendations

- Schell and Carter facilities are in need of updating. The use of technology was never planned in maintenance facilities. All facilities need new or renovated rooms designed to accommodate and isolate high tech equipment in an ergonomic manner.
- Coordinate development of park improvements with other City facilities (new or renovation).
- Coordinate with Technology Services Master Plan.
- Satellite facilities and reorganized park operations are crucial due to issues identified in the Environmental Scan.
- Consider the potential development of sports facilities (public, private, and partnerships) in conjunction with other facilities.

Other Observations

- Planning for park facilities is guided by the Park Master Plan, Bond Referendums, and CIP.
- Development of an asset management system will address planning and analysis of needs.
- Many park sites have a relationship to PISD sites.

Current Facilities - Plano Centre

Plano Centre

2000 East Spring Creek Parkway
Plano, TX 75074

Plano Centre was built in 1990 and represents a significant investment in the City's efforts to foster economic growth and community service. Plano Centre is located one-half mile east of Highway 75. The property consists of 50 acres of which approximately 40 are undeveloped. The 86,400 square foot facility has a 21,600 square foot ballroom/exhibit hall and 10 breakout rooms. The facility can accommodate up to 5,000 people.

Plano Centre is host to over 800 events each year and provides space for corporate events as well as special events to achieve community enrichment. Plano Centre is recognized by its users as providing superior culinary services and catering services including full-scale gourmet banquets.

In 1999 a five year business plan was developed to provide direction and expectations of future needs of Plano Centre and this plan was updated in 2006.

Future Facilities - Plano Centre

To address the need for additional space at Plano Centre, a recommendation has been made to create a joint-use area adjacent to, and west of, the current facility. This flat, unobstructed concrete area will not only provide much needed overflow parking space, but will also allow the center to host outdoor events.

Targeted outdoor events for the proposed area include dog shows; automobile and boat shows; sand volleyball tournaments; amateur sporting events; BMX/motocross-type events; and outdoor consumer shows requiring individual vendor booth space. Additionally, the flat open-air plaza could create the desired demand generator 'Central Gathering Place for Festivals' as referenced in the Plano PARD Strategic Plan.

This joint-use area recommendation offers the most cost effective means to expanding the existing facility. It provides the opportunity to increase the number and type of events held at Plano Centre, addresses the parking space shortage, and serves as a demand generator for the area, thereby helping to increase the property's demand for a hotel.

Recommendations

- Upgrade / Renovate the facility to maintain competitiveness
- Increase current facility by 20,000 ± square feet of meeting space
- Partner with hotel to expand facility
- Continue to evaluate the construction of a open-air arena /exposition/event center to host a variety of events utilizing the vacant acreage at Plano Centre

Current Facilities – Creative Arts

Amphitheater at Oak Point Park and Nature Preserve

2801 East Spring Creek Parkway
Plano, TX 75074

This is a 1,000 seat amphitheater with permanent stage and restroom facilities, infrastructure to support theatrical and musical performances, parking for 500 cars.

Courtyard Theater

1509 H Avenue
Plano, TX 75074

This facility is an adaptive reuse of historic (1938) Cox Annex building. It provides flexible theater space with 325 seats and a 3,000 square foot lobby and is used for theater, dance, music concerts, public meetings and special events.

Cox Building

1517 H Avenue
Plano, TX 75074

The Cox building is a shared facility with PISD. The City of Plano occupies the first floor. The City facilities in the building include a 100 seat flexible performance space, dressing rooms, meeting/classroom, storage, and administrative offices for the Creative Arts Division.

Future Facilities – Creative Arts

- City Visual Art Center (Art Museum)
- Live/Work Space for Artists (Public/Private partnership)
- Low cost office/workspace for arts organizations (adaptive re-use of warehouse/industrial space)

Recommendations

- Pursue public/private partnership for conversion of derelict factory space along DART line and/or vacant warehouse space into live/work space for artists, office space for non-profit arts organizations.
- Should current location of City House become available, exercise City of Plano's option to purchase the property and convert to an art museum.
- Place improvements at Amphitheater on next bond referendum.
- There may be a future community need for a Plano History Museum. The Interurban currently houses a short history of Plano but more space is necessary to tell the story and to begin collecting artifacts pertinent to Plano. A study of long-term museum opportunities is needed.
- Relationships should be developed with the Plano African-American Museum (AAM) with consideration to possible operation of the AAM by the City of Plano in the future.
- Also related to museums may be the future Sci-Tech Discovery Center being discussed in the community and spearheaded by the Junior League. This facility may be privately operated.

Current Facilities – Marketing/Special Events

Oak Point Park and Nature Preserve

2801 East Spring Creek Parkway
Plano, TX 75074

Oak Point Park and Nature Preserve is an 800 acre nature preserve currently housing the Amphitheater at Oak Point Park (see Creative Arts Facilities) and the special event area, site of the annual Plano Balloon Festival and other events. This nature preserve will encompass programs and activities geared toward nature education and stewardship along with protecting and preserving an important element of Plano's natural landscape.

The Interurban Railway Museum

901 E 15th Street
Plano, TX 75074

The Interurban Railway Museum is a historic structure housing a museum of the Texas Electric Railway, electric rail, and local Plano history. The facility holds a state historical marker and is in the National Register of Historic Places. In addition to the building we also own Rail Car 360 which actually ran on the Interurban Rail Line and served as a transportation and freight vehicle as well as a local post office.

In 2006, additional square footage was added to the north side of the building in order to house staff, technology, and to provide storage for some of the 3,000 artifacts in the museum's collection. With the historical designations of this building this is the last possible addition to the building possible based on information available about the building itself. Other needs for the museum are included in an Exhibits Master Plan pertaining to interior exhibit spaces and possible future enhancements thereto.

Future Facilities – Marketing/ Special Events

Oak Point Park and Nature Preserve Visitor/Education and Retreat Centers (opening late 2008)

Los Rios Boulevard (east of Jupiter Road)
Plano, TX 75074

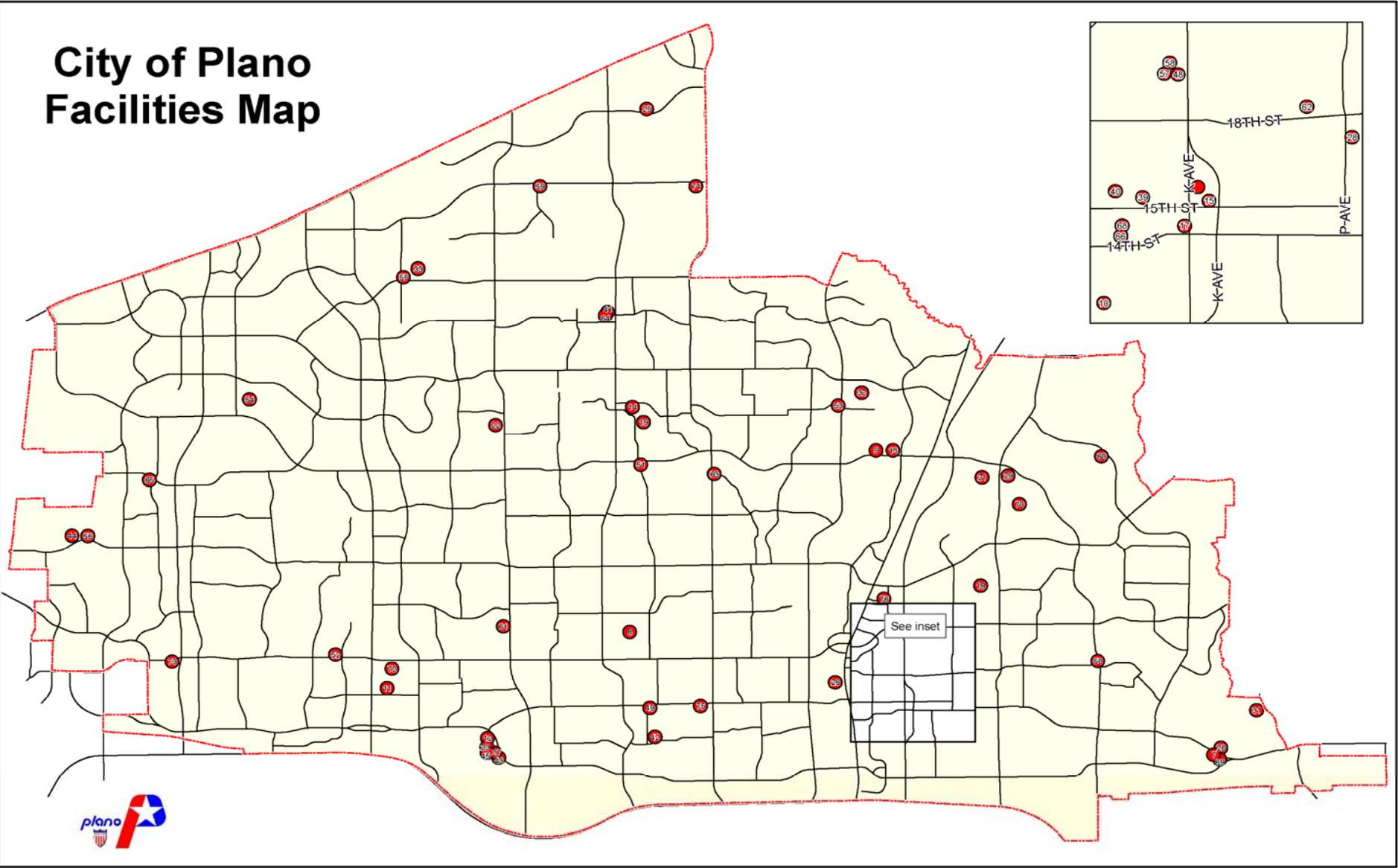
Two buildings are currently in design for Oak Point Park and Nature Preserve. The retreat center will host social gatherings, meetings, and small conferences. The visitor/education center will serve as a point of education on natural environmental issues and will be available for recreational and educational uses by staff and the public. Opening of these two facilities is anticipated in late 2008.

Note: An area of interest deriving itself from this park is the need for Special Events Park/Fairgrounds. The City continues to see growth in special events held throughout the community. The need for a large paved surface to hold tent shows, carnivals, large gatherings for start of races/walks, etc. is beginning to surface – or this may be incorporated into the Plano Centre exposition center concept or a future bond referendum.

Other Recommendations

- Place improvements at Amphitheater on next bond referendum.
- Additions to Oak Point Park and Nature Preserve may include a camping area, arboretum, neighborhood playground, additional recreational trails, both hard and soft surface, and an additional pond will be placed on future bond referendums. Development of this park may take 10-15 years to complete.
- Technology for both the public and staff should be integrated during construction attempting to make available the latest level of technology services.

City of Plano Facilities Map



ID	FACILITY	ADDRESS
7	FACILITY SERVICES	4850 14TH STREET
8	AQUATIC CENTER	2301 WESTSIDE DRIVE
9	CLARK REC CENTER	523 W SPRING CREEK PARKWAY
10	DOUGLASS CENTER	1111 H AVENUE
11	ECONOMIC DEVELOPMENT	4800 PRESTON PARKWAY
12	FACILITIES FLEET BUILDING	4200 WEST PLANO PARKWAY
13	HIGHPOINT TENNIS	421 WEST SPRING CREEK PARKWAY
14	JACK CARTER POOL	2800 MAUMELLE DRIVE
15	MUNICIPAL ANNEX	1117 EAST 15TH STREET
16	MUNICIPAL CENTER	1520 K AVENUE
17	MUNICIPAL CENTER SOUTH	1409 K AVENUE
18	PARKS MAINTENANCE EAST	2901 R AVENUE
19	JACK CARTER MAINTENANCE	6500 ROUNDROCK DRIVE
20	PECAN HOLLOW GOLF COURSE	4501 14TH ST
21	PLANO CENTRE	2000 E SPRING CREEK PARKWAY
22	CARPENTER PARK RECREATION CENTER	6701 COIT RODD
23	PUBLIC WORKS	4120 W PLANO PARKWAY
25	RIDGEVIEW RANCH GOLF COURSE	2701 RIDGEVIEW DRIVE
26	SENIOR CENTER	401 WEST 16TH ST
27	WAREHOUSE	4100 WEST PLANO PARKWAY
28	WILLIAMS RECREATION CENTER	1712 P AVENUE
29	OAK POINT CENTER	6000 JUPITER ROAD
31	DUBLIN RD GOLF MAINTENANCE	1501 DUBLIN ROAD
32	ENFIELD PARK	700 LEGACY DRIVE
33	HERITAGE YARDS BASEBALL FIELDS	4525 HEDGE COXE ROAD
39	INTERURBAN STATION	901 EAST 15TH STREET
40	COURTYARD THEATER	1509 H AVENUE
41	JOINT USE FACILITY	
42	LIBERTY RECREATION PARK	2601 GLENCLIFF
43	ANIMAL SHELTER	4028 WEST PLANO PARKWAY
44	ARBOR HILLS NATURE PRESERVE	6701 WEST PARKER ROAD
45	PLANO PKWY PARK MAINTENANCE	4040 WEST PLANO PARKWAY
48	FIRE STATION 1	1901 K AVENUE
49	FIRE STATION 2	2630 WEST 15TH STREET
50	FIRE STATION 3	3520 SHERRY DRIVE
51	FIRE STATION 4	6000 ROUNDROCK DRIVE
52	FIRE STATION 5	5115 WEST PARK BOULEVARD
53	FIRE STATION 6	6651 ALMA ROAD
54	FIRE STATION 7	5602 DEMOCRACY DRIVE
55	FIRE STATION 8	4555 HEDGE COXE ROAD
56	FIRE STATION 9	6625 PARKER ROAD
57	FIRE TRAINING TOWER	1901 K AVENUE
58	FIRE ADMINISTRATION	1901 K AVENUE
59	FIRE STATION 10	3540 MCDERMOTT ROAD
60	FIRE STATION 11	LOS RIOS BOULEVARD
61	HAGGARD LIBRARY	2501 COIT ROAD
62	HARRINGTON LIBRARY	1501 18TH STREET
63	SCHIMELPFENIG LIBRARY	5024 CUSTER ROAD
64	MARIBELLE DAVIS LIBRARY	7501 INDEPENDENCE PARKWAY
65	PARR LIBRARY	6200 WINDHAVEN PARKWAY
66	POLICE BUILDING	909 14TH STREET
68	ROBINSON JUSTICE CENTER	900 EAST 15TH STREET
69	PLANO-RICHARDSON POLICE TRAINING	4912 EAST 14TH STREET
70	COLLIN COUNTY COMMUNITY COLLEGE	
72	LIBRARY BOOK DROP	PARK BOULEVARD AND PRESTON ROAD
73	LIBRARY BOOK DROP	PARK BOULEVARD & DALLAS NORTH TOLLWAY
74	LIBRARY BOOK DROP	CUSTER AND MCDERMOTT
75	LIBRARY BOOK DROP	15TH STREET AND CUSTER ROAD
76	DAY LABOR CENTER	805 OZARK DRIVE

MASTER FACILITIES PLAN
 FUTURE SPACE REQUIREMENTS (CONSOLIDATED)

Functional Area	Type of Space	New Floor Area (square feet)	Location Criteria	Other Considerations	Suggested Approach	Compliance With Planning Criteria
Police	Storage Area	6,000			Share lease space with other depts.	Shared space would be more cost effective
Public Safety Communications	Office, dispatch, radio repair				Build separate facility. Expand current space in Municipal Center and adjust other space as needed.	May increase security, but does not utilize recent investment in existing facilities. Ability exists to shift other operations within City Hall or find outside lease space.
Technology Services	Administrative, Office, Technical			Recent \$1 million investment in current facilities Challenges in finding adequate power source	Expand into Print Shop facilities.	Should utilize available space whenever possible and avoid major construction and relocation costs. Print shop relocation could create inconvenience, but would more economical than relocating Technology Services.
Fire	Fire Station 14		Coverage in the Legacy & Custer area	Necessary to maintain ISO rating		Fire Service Plan provides for Maintenance of ISO rating on "1"

