

CHAPTER 20: MUNICIPAL FACILITIES

Municipal facilities are City-owned structures and grounds, not covered in other chapters of the plan, that provide a variety of uses including: office, storage, maintenance, court, and gathering space for carrying out community and government functions. This chapter addresses physical facilities for street services, facilities maintenance, City equipment and vehicles, Code Compliance, Environmental Management, municipal buildings, and Municipal Court. Other facilities such as parks, police, fire, water treatment, and libraries are addressed in separate chapters.

In addition, this chapter covers the overall provision of public buildings. As population increases and undeveloped areas begin to develop, new public facilities may be needed to serve the growing city. It is important to coordinate the planning and development of these new facilities to create the opportunity for shared use among City departments. Shared facilities will allow the City to provide services in the most efficient manner possible by avoiding duplication.

EXISTING CONDITIONS AND TRENDS

City facilities are designed, constructed, and maintained by the Facilities Management Group of the Transportation and Public Works Department (T/PW). Facilities are constructed after the sponsoring department has secured the site and funding for the project.

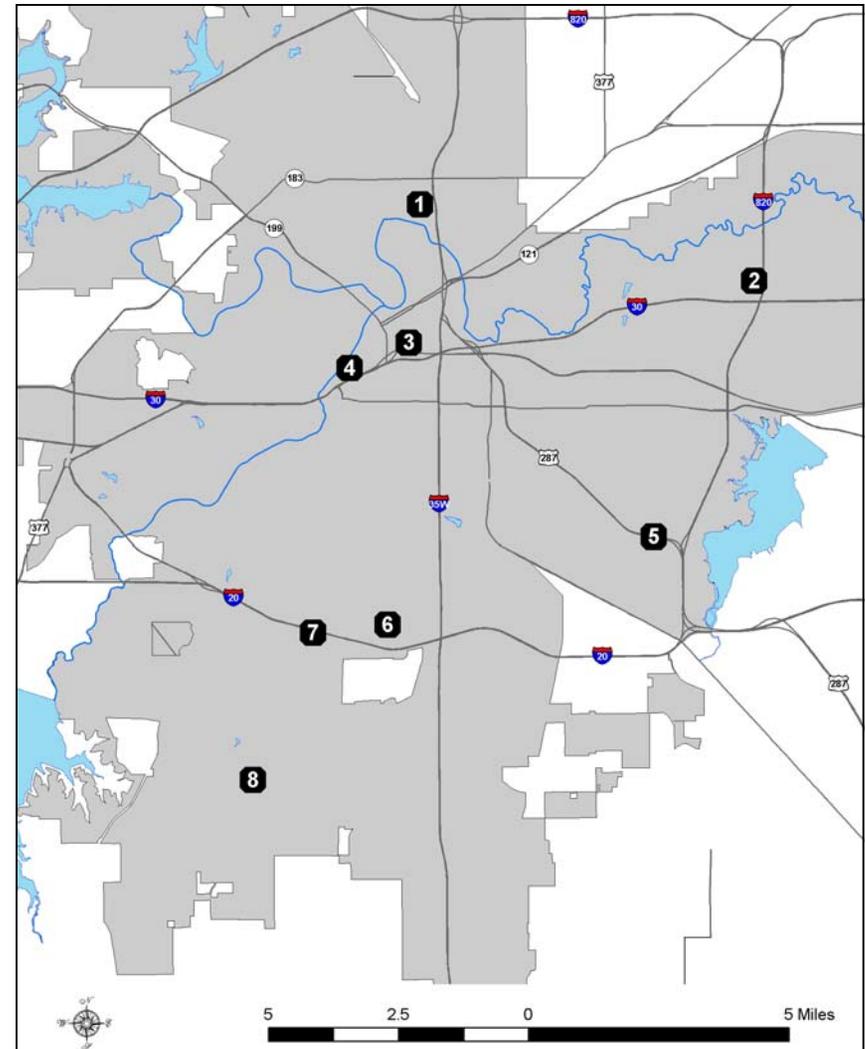
Street Equipment, Vehicle Service, and Telecommunication Facilities

Street services such as signs, signals, and street markings are provided by the Street and Traffic Services Division of TPW. These facilities are industrial in nature, generating heavy truck traffic and requiring large outside storage areas and storage warehouses. Facilities supporting these services are the James Avenue Service Center located on James Avenue, the Southside Service Center located on Columbus Trail, and the Brennan Service Center located on Brennan Avenue.

The Equipment Services Department was recognized in 2011 as the #17 government fleet in North America by the 100 Best Fleet program. This award marked the seventh consecutive year that ESD was recognized as a 100 Best Fleet out of over 38,000 government fleets in North America. The Equipment Services Department responsibilities include vehicle acquisition, fuel management, vehicle maintenance, vehicle disposition, and overall fleet management. The City fleet consists of 3,725 pieces of equipment including 3,301 pieces of rolling stock maintained at four locations: Southside Service Center, James Avenue Service Center, Water Service Center and a body shop at the Brennan Service Center. The city has 63 fuel sites that dispense gasoline, diesel and/or propane fuels. In order to maximize efficiency, maintenance, repair, and fueling services are generally provided at locations where equipment and crews are based.

The IT Solutions department supports and maintains telecommunications infrastructure, providing two Public Safety Trunked Voice Radio Systems, a Digital

Municipal Buildings and Service Centers



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| 1. Brennan Service Center | 5. Southeast Service Center |
| 2. Environmental Collection Center | 6. James Avenue Service Center |
| 3. City Hall, City Hall Annex, Public Safety | 7. Southwest Municipal Court |
| 4. Water Service Center | 8. Southside Service Center |

The map above shows the existing service centers throughout the city and the location of municipal buildings. (Sources: Transportation and Public Works Department, Equipment Services Department, 2011.)

Microwave System, a Mobile Data Communications System, as well as paging and mobile communications capabilities. The radio system is used by 17 different external agencies as well as the City of Fort Worth. Additionally, the City offers many of its facilities for antenna co-location opportunities. It supports more than 9,000 radios. The system operates on seven City-owned towers as well as 2 leased locations. Four of the City-owned towers were approved in the 2004 Bond Program for upgrade, which is anticipated to be complete in 2010. The 2006 Critical Capital Needs Program includes an additional tower in far west Fort Worth to provide communications to this rapidly growing area.

Code Compliance Facilities

The Code Compliance Department enforces the City's environmental, solid waste, land use, nuisance, building standards, multifamily inspection, illegal dumping, public health, and animal-related codes. Field operations consisting of seven Neighborhood District Units, a Special Enforcement Division, and a Building Standards Division operate out of eight branch offices. Since Code Compliance officers work in the field, and work closely with the Police Department and other public safety agencies, branch offices are mainly housed in police storefronts and community centers.

The City's recently re-named Chuck Silcox Animal Care and Control Center, with a spay/neuter clinic facility expansion that opened in 2009, is located at 4900 Martin Street. The opening of the new Hazel Harvey Peace Center for Neighborhoods at 818 Missouri Avenue in 2009 allowed for the relocation of the department's administration division and two neighborhood code districts into this new facility.

The City's three garbage and recycling drop-off stations have helped reduce illegal dumping, but the latest facility is keeping Fort Worth clean in more ways than one. Drop-off Station No. 3 — located at 6260 Old Hemphill Road — opened to customers as a temporary site in January 2008 and shifted operations to permanent facilities in October 2010. The completed drop-off station features improvements that make it safer and more energy efficient including:

- Solar panels — the first to be installed at a City facility — to provide electrical power for site operations.
- A longer entrance road to keep long lines of vehicles off public roads.
- Improved lighting at disposal bays for safer unloading in the evening.
- All Texas-native landscaping, which requires less water to maintain.
- Improved security.
- More facility features made from recycled materials, such as wheel stops and rubber flaps at waste containers.

Together, the City's drop-off stations are helping produce positive results in the push to reduce illegal dumping. In 2003, 8,900 tons of illegally dumped material was collected. By 2010, only 4,300 tons were collected, despite the City's rapid 38.6

Solar Panels at City Facilities



Solar panels were installed at the City's trash and recycling drop-off station on Hemphill Road in February 2011 (above) and at the Southwest Regional Library in June 2011 (below). (Source: Transportation and Public Works Department, 2011.)

percent population growth over the last decade. Residents visited City drop-off stations more than 169,000 times last fiscal year, and planning is underway to add two stations in the west and north areas of the City. Construction is expected to begin in 2012.

City Hall and Related Municipal Buildings

City Hall, City Hall Annex, Public Safety and Courts, Zipper Building, and 13th Street Annex are Fort Worth's five municipal buildings. They are centrally located in Downtown, grouped around the intersection of Throckmorton and West 10th Street. City Hall provides offices for the City Manager, Mayor and City Council, Law, Finance, Internal Audit, Water, Transportation and Public Works, Planning and Development, Human Resources, and Information Technology Solutions. Meeting space is provided for public hearings and workshops. The complex provides convenient access for developers and the public to departments that are often needed simultaneously. City Hall Annex is located across the street in the historic Lone Star Gas building. The annex provides space for Housing and Economic Development, Water, Human Resources, and TPW-Environmental Services Departments. The historic Public Safety and Courts Building provides space for Municipal Courts, the Fire Department, Legal, TPW-Storm Water and TPW-Traffic Engineering.

Neither City Hall nor the Public Safety Building has surplus office space. As the population increases and staff increases to meet the needs of the public, additional office, meeting, and public space will be needed for the departments and services currently housed in those buildings.

In 2005, the City purchased the two-story, 70,000 square-foot building at the southeast corner of Monroe and 13th Street, commonly known as the Zipper Building. Verizon leases a portion of the first floor. The second floor has been renovated to provide office space for much of the staff of the ITS and Finance Departments previously housed in City Hall. The office space vacated in City Hall by this move was used to address critical space needs of other City Hall departments. Most notably, the Planning & Development Department has expanded and established a consolidated Building Permit Center to better serve citizens and local businesses/developers.

In 2008, the City renovated an abandoned building at the southwest corner of 13th Street and Taylor to become the City's 13th Street City Hall Annex. This 6,000 square foot building currently contains offices for TPW and the State of Texas Railroad Commission. In 2010, the City renovated much of the first floor to develop a Joint Emergency Operations Center.

A municipal parking garage is located on 10th Street Downtown, with 338 employee spaces and 12,000 square feet of office space. An additional 170 spaces are provided Downtown at City-owned and leased parking lots. However, these facilities do not provide enough spaces to meet current employee parking needs, and the additional parking spaces required as staff expands. To address this parking deficit, construction of a new 1,150-space garage across from the Convention Center on Houston Street was completed in 2009. The new parking garage also provides public parking for Convention Center and Omni Hotel overflow needs.

City Hall



City Hall provides offices for many of the City's departments. (Source: Planning and Development Department, 2009.)

Zipper Building



In May 2005, the City purchased the 70,000 square-foot "Zipper Building", located just south of City Hall, to provide additional office space for City staff previously located in City Hall. The completion of building renovations and move-in occurred in July 2006. The newly available space in City Hall allowed a Building Permit Center to be opened on the lower level. (Source: Transportation and Public Works, 2009.)

Construction was completed on a new municipal building in the Evans & Rosedale Urban Village in 2009. The Hazel Harvey Peace Center for Neighborhoods houses the City's Code Compliance Department, the Planning & Development Department's Neighborhood Education Division, as well as a Neighborhood Policing District storefront and two Community Prosecutors.

Municipal Court

Fort Worth Municipal Court's main location is in downtown Fort Worth at 1000 Throckmorton in the A.D. Marshall Public Safety and Courts Building. Municipal Court is a court of record that is responsible for the adjudication of Class C misdemeanor violations occurring within the city limits. On an annual basis approximately 350,000 new citations are filed. These include traffic, general complaint (city ordinance and penal code violations), and parking citations. The volume of citations filed constantly challenges the department to manage its case flow. Case flow is defined as the various steps or processes a citation undergoes from its initial filing to final disposition. Municipal Court relies heavily upon automated systems to support manual processes to ensure every case is docketed or reviewed for action.

Municipal Court is improving the effectiveness of court operations through continued development of technology and alternate facilities. A new southwest Fort Worth court location opened in July 2011 at the intersection of IH-20 and Trail Lake Drive. This new location includes two additional court rooms and the ability to make payments at a drive-thru window for court fines. Additionally, the Water Department has co-located for the collection of water payments and the Code Compliance Department utilizes space for a field office. The Court has expanded the options available to citizens for online payments, and walk-up payments through Western Union. Through a collaboration with the Fort Worth Water Department, a satellite location was established in north Fort Worth in 2001 to facilitate access to basic Court services. Additionally, citizens may access general information regarding court activities and fine schedules through the City's web page.

Municipal Court also operates an off-site School Attendance Court located at 2215 Weiler Boulevard. The School Attendance Court was established in April 2001 through an interlocal agreement with the Fort Worth Independent School District. This Court handles school attendance-related cases filed by the District. The City of Fort Worth and the FWISD have a collaborative venture in hearing truancy cases. These cases involve students who fail to attend school and parents who contribute to non-attendance behavior. The Texas Education Code allows truancy cases to be heard by Municipal Courts. The Fort Worth School Attendance Court was established in collaboration with the FWISD as part of a Comprehensive Truancy Intervention Program. The program's initiative is to aggressively address truancy problems and encourage school attendance.

Future Facilities

The City's capital improvement bond programs provide funding for the facilities that house the services discussed above. However, these services must compete with

Hazel Harvey Peace Center for Neighborhoods



The Hazel Harvey Peace Center for Neighborhoods opened in 2009 and houses the City's Code Compliance Department and other city employees. (Source: *Transportation and Public Works, 2011.*)

Municipal Court



Municipal Court has a primary location in the A.D. Marshall Public Safety and Courts Building downtown. The court currently has a satellite location in north Fort Worth and a drop box for payments located at the Hazel Harvey Peace Center. The newest location, including two court rooms, opened in 2011 in the southwest part of Fort Worth at IH-20 and Trail Lake Drive. (Source: *Municipal Court, 2011.*)

other City services for funding. Many facilities, such as parks and recreation, libraries, and fire have local and national standards, which help to determine when new facilities are needed. The operational and municipal facilities do not. Standards are useful for ensuring adequate provision of services and for determining the need for additional facilities.

As the city grows, decentralization of some municipal services may serve the population better. These decentralized municipal complexes could be developed in different forms, depending on the most efficient and effective means of service delivery. These complexes could include one large facility or building that houses compatible services, or the co-location of multiple facilities on one site with separation of incompatible uses. Careful planning and review will encourage the development and use of shared facilities, resulting in cost savings and increased service to the public.

A new service center is planned in far north Fort Worth to serve this fast growing sector of the city. The City has begun evaluating potential sites for the new service center, including sites within designated industrial growth centers in far north Fort Worth. Once funding is secured and construction completed, the new service center is expected to be similar in size and scope to the James Avenue Service Center that opened in January 2006. Activities expected to occur in the new service center include fleet vehicle maintenance, equipment storage, staging of construction equipment and personnel, and possibly other City services such as a garbage and recycling drop-off station. The Code Compliance Department expects to build two more garbage and recycling drop-off stations in the near future – one in the far north area that could be co-located with a new service center and one on the west side of Fort Worth.

Mixed-Use Growth centers will be ideal locations for some facilities that provide City services. It is important for most City services to be located near the population that is to be served. Just as many City services are centralized in Downtown, growth centers will provide an opportunity for appropriate services to be grouped in main activity centers and areas easily accessible to major portions of the population. The City should plan ahead and, when appropriate, purchase properties in growth center areas before these areas experience further development. This will help to ensure the best placement for these services and facilities.

Chapter 14: Urban Design emphasizes the importance of the design and location of public buildings and public spaces to the character and vitality of the community. Careful planning will ensure that future public buildings and facilities are compatible with surrounding structures and neighborhoods, and that future decentralized public services are sited to best serve the public.

James Avenue Service Center



In January 2006, the City opened the 180,000 square-foot James Avenue Service Center to replace the obsolete Harley Avenue and Downtown Service Centers. The James Avenue Service Center is located at 5001 and 5021 James Avenue. The Transportation and Public Works Department occupies the 5001 James Avenue building and the Equipment Services Department occupies the 5021 James Avenue building. (Source: Transportation and Public Works Department, 2009.)

GOALS AND OBJECTIVES

Provide municipal facilities to effectively and efficiently meet the needs of City service providers and the public.

- Complete a City Facilities Master Plan by 2013.
- Implement annual security measures throughout municipal complexes.
- In 2012, continue to review the feasibility of expanded services to include additional locations and expansion of service options for flexibility and accessibility to customers.
- Acquire land for a Far North Fort Worth Service Center.
- Acquire additional necessary land for a Public Safety Training Center, identify funding sources, and award contract for design-build of the facility.
- In 2012, continue to evaluate customer service training and practices, building on the City's customer service philosophy to provide user-friendly government services.
- Develop, implement, and monitor ground transportation ordinances. Implement recommendations resulting from ground transportation studies as appropriate.

STRATEGIES

The following strategies will enable the City to efficiently provide municipal facilities that best meet the needs of the community:

Strategies

- Provide facilities that are sustainable, aesthetically pleasing, and environmentally sound.
- Encourage shared facilities by City departments for the provision of services by implementing a review program for all proposed facilities that includes all City service providers.
- When feasible, locate public facilities, schools, parks, libraries, and police and fire stations in designated mixed-use growth centers.
- Locate new street services and vehicle maintenance service centers in industrial growth centers.
- Anticipate future needs of the community by identifying and purchasing sites in developing areas that will serve multiple departments in the efficient provision of services.

Capital Improvement Projects

A list of projects, with estimated costs, completion dates, and proposed funding sources can be found in Appendices D and E.

Key Near-Term Municipal Facilities Objectives

- ❑ Complete a City Facilities Master Plan by 2013.
- ❑ In 2012, continue to review the feasibility of expanded services to include additional locations and expansion of service options for flexibility and accessibility to customers.
- ❑ In 2012, continue to evaluate customer service training and practices, building on the City's customer service philosophy to provide user-friendly government services.

Municipal Parking Garage



Construction was completed on a new downtown municipal parking garage in 2009. The garage includes plans for approximately 28,000 square feet of retail space at ground level. (Source: Planning and Development Department, 2009.)