



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

PAGE 1 OF 4

DATE: 09/19/2023

**SUBJECT: APPROVAL OF ASSIGNMENT OF SPACE AND BUILDING
RENOVATION TO THE SECOND FLOOR OF THE 1895
COURTHOUSE FOR COUNTY COURT AT LAW NO. 3 AND
PROBATE COURT NO. 1**

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve an assignment of space and building renovation to the 2nd floor of the 1895 Courthouse for County Court at Law No. 3 (CCL No. 3) and Probate Court No. 1 located at 100 W. Weatherford Street, Fort Worth.

BACKGROUND

CCL No. 3 is located on the 2nd floor of the 1895 Courthouse. The Court's Court Coordinator currently offices in the main corridor at the entrance of the courtroom, which does not allow for continuity with the rest of the court staff. Room #281 is currently assigned to Probate Court No. 1. CCL No. 3 is requesting an assignment of space for Room #281 to be used as an office for the Court's Court Coordinator. Probate Court No. 1 agrees with this assignment.

In addition, Room #286, which is adjacent to the courtroom, is assigned to the CCL No. 3's Court Reporter. The Court Reporter must enter and exit the office through the courtroom. The court is requesting the installation of a new doorway, creating an alternative entrance/exit that will also serve as an emergency exit.

Probate Court No. 1 is located adjacent to CCL No. 3 and is requesting a renovation that will combine Room #284 and Room #285 to become the office for a new Court Reporter. The Court is also requesting an assignment of space for Room #261 from a judicial library into an office with a copier.

This renovation will consist of the installation of walls, doors, electrical, HVAC, lighting, and data.

FISCAL IMPACT

Funding in the amount of \$17,160.00 is available in account 540000/45100-2023/31104030000.

SUBMITTED BY:	Facilities Management	PREPARED BY: APPROVED BY:	Brad Phelps Michael Amador
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