



To: Commissioner's Court

From: Bill Burke

Date: 05-26-2020

Subject: Layout for Justice of the Peace and Constable Offices in Plano

Submitted for your approval is a layout to remodel the second floor offices in the Plano 920 Bldg. The major changes to the existing plan include the following:

- One Courtroom will be removed and replaced with two Conference rooms that can be used for Mediation.
- The remaining Courtroom will be remodeled to look like the J.P. Precinct-1 Courtroom.
- The Public Restroom has been moved to the other side of the corridor to allow room for expansion of the Constable's personnel.
- The Justice of the Peace Clerk area will be combined for better supervision and expansion of personnel.
- Glass on the Justice of the Peace Clerk Counter in is the proposed plan.

Thank you for your consideration.

Bill Burke
Director of Construction and Planning
Collin County