



Master Plan Update

and Strategic Facilities Plan

2018



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Master Plan Summary



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I. Introduction

The City of Walker Master Plan, ***“Blueprint of a City,”*** which was adopted in 2012, creates a framework for future decision-making that will “serve the best interests of Walker’s residents for years to come.”

This Master Plan specified a number of follow-up activities that involve:

- organizational changes
- zoning regulation changes
- changes or additions to the physical infrastructure.

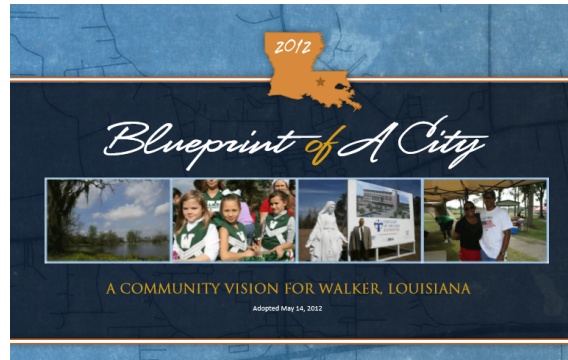


Figure 1 – 2012 Walker Master Plan, ***“Blueprint of a City”***

The Master Plan also recommended annual updates with a major update within 5 years of adoption. This document was developed in response to those recommendations and also states that implementing the Master Plan “will take the efforts and commitment of the entire community and require the City to make sound decisions, set priorities, and secure necessary resources to implement the action strategies set forth in this plan.”

The 2012 Master Plan sets the following perspective on “follow-up:”

This master plan, as embraced by both the community and its leadership, is envisioned to take the City to a new level in terms of its preparedness, livability, and the achievement of prioritized outcomes. However, it is important to understand that this master plan in and of itself is incapable of accomplishing the vision, strategies, and objectives articulated within.

Rather, the plan is merely a guidance document for City officials and staff who must make decisions on a daily basis that will determine the future direction, financial health, look and feel, and ultimately, the resiliency of the community.

These decisions are carried out through:

- *targeted programs and expenditures prioritized through the City’s annual budget process, including routine, but essential, functions such as code enforcement and other staff positions;*
- *major public improvements and land acquisitions funded as capital outlays in the City’s annual budget;*
- *new and amended City ordinances and regulations closely linked to the master plan objectives (and associated review and approval procedures in the case of subdivisions and zoning matters);*
- *departmental work plans and staffing in key areas;*

- *the pursuit of external funding to supplement local budgets and/or expedite certain projects; and*
- *initiatives pursued in conjunction with other public and private partners to leverage resources and achieve successes neither may accomplish alone.¹*

This update started with a thorough review and analysis of the 2012 Plan and recommendations (which are included in the Appendix) which led to the development of a new set of recommendations that are incorporated in this Report.

Updated Maps:

- 1.1 Study Area
- 2.1 100-year Flood Zone
- 2.7 Public Services and Facilities
- 3.4 Thoroughfare Plan
- 3.7 Parks and Recreation System Plan

Slightly Modified Maps:

- 3.1 Growth and Annexation Plan
- 3.2 Future Land Use Plan
- 3.3 Beautification
- 3.6 Utility Service Plan

Updated maps are available in the Appendix.

Interviews with department heads have been conducted and their input has been sought on how the 2012 Master Plan should be modified to reflect current conditions. Their thoughts are incorporated into recommendations from the Strategic Facilities plan.

Strategic Facilities Plan is a long-term capital budget that has been developed to address all Facility-Related Capital expenditures over the next ten to fifteen years. Capital project priorities have changed since the original Master Plan due to changing needs and a new administration. A four-part Strategic Facilities Planning process was used to gather information, analyze needs, develop options and make recommendations:

- **Where You've Been** – including 1-2-3 Assessment and Departmental Plans
- **Where You're Headed** – including Current & Future Space Programs
- **How to Get There** – Architectural Studies, Budgets, Scope Documents
- **Decision-Making/ Consensus Building** – Report and Presentation

¹ Walker Master Plan – *Blueprint of a City*, adopted May 14, 2012 pages 17 & 18 (19-20 in pdf format)

II. Master Plan Update

The 2012 Master Plan contains an extensive list of ideas for Capital Projects over the next 20 years (summarized in Table A-1 of this report). After meeting with City officials, the following Capital Project Priority List (for the next 5-10 years) has been developed:

1. Top Priorities – Next Five Years

1. Continued improvements to traffic flow in the City of Walker
2. Continued improvements to and expansion of City Utilities
3. New City Hall/ Municipal Complex – Location to be determined. Should be wind-resistant and operable in the event of a flood
4. Relocation of Police Station to current Municipal Building
5. Estimated budget for Capital Renewal Sinking Fund (Repair and Replacement of building components like roofs, HVAC units and similar items)
6. Neighborhood Parks at locations to be determined

2. Long-Term Priorities

1. Stormwater Retention and Public Park at West Colyell area
2. Gateways – Consider “Gateways²” to the city at major entrances
3. Community enhancements, like sidewalks when feasible

Capital expenditures for City Utilities are not part of this report and planning for Fire Protection is not currently within the jurisdiction of the City.

3. Accomplishments since the original Master Plan in 2012

- Back-Up generators installed at Pendarvis Lane, Florida Boulevard and North Corbin Road as well as the Water Treatment Facility, Water Storage Tank, Municipal Building, Lift stations (all are either complete or scheduled)
- Water and Sewer System improvements
- Ball park improvements
- Transportation improvements including traffic circles
- New Community Center that can be used as an evacuation center (currently under construction)

² Gateways typically consist of a sign, set in a masonry wall, surrounded by enhanced landscaping similar to the entry areas for subdivisions

III. Strategic Facilities Plan

i. The Interconnectedness of the Master Plan and Strategic Facility Plan

The Walker Master Plan, *Blueprint of a City*, was developed in 2012 through a series of listening sessions, interviews and research into what it will take to get Walker to the next level as a city. By articulating a list of projects and strategies to fulfill the vision of a better City, the Master Plan sets a course that ensures City leadership keeps moving in a specific direction by embracing projects, strategies and programs that keep the City on the specified path.

The Strategic Facilities Plan is a tool that helps Leaders make good facility-related decisions through a process that involves four steps that provide information, research and analysis at a more detailed level than the Master Plan.

Step 1 – Where We’ve Been

It’s not possible, for example, to begin the process of planning the relocation of the current departments at the municipal building without documenting how they use the current space and determining whether that use is effective and functional. To accomplish this, floorplans are drawn up and space use is analyzed by comparing the space use per person and individual workplace size versus national benchmarks for municipal facilities. Other documents, like site plans, are developed to assist in planning studies that answer question like “what is a realistic parking capacity for a particular site?” Organizational information is gathered and occupancy plans that show which areas are used by different departments are developed. During this Phase, the condition of current space will be assessed and a range of future facility renewal expenditures will be estimated, because these unknown, future expenses compete with funding for new projects.

Step 2 – Where We’re Headed

This second step involves architectural calculations to determine the appropriate amount of space that will be needed in new facilities, including conference rooms, break areas and special use functions like courtrooms. Through interviews, the planning team works with groups, like the police department, to determine what functional areas that are currently lacking, can be accommodated in new space. The key results of this process are calculations of how much space would be required for a new municipal building and analysis of whether the Police Department be relocated successfully to the current Municipal Building. During this Phase, research into how much municipal space is used by Louisiana Cities with a population of 12,000 (projected Walker population in the year 2030 – per the Master Plan) in order to gain a perspective of whether space projections are realistic and what unforeseen new requirements might arise.

Step 3 – How to Get There

With information about how much space is required for a new Municipal Building and relocating the Police Department, architectural studies will be completed to develop scopes, budgets and schedules for anticipated projects. Potential options will also be studied to provide multiple perspectives on different approaches to solving facility challenges.

Step 4 – Decision-Making/ Consensus Building

The previous three steps in the Strategic Facility Plan provide information, analysis and options. City Leaders need to review and discuss the plan (with options) and look at funding options that consider all facility-related capital expenditures (including facility renewal) and other unplanned expenditures that may have been identified during the course of the project.

The Strategic Facility Plan is a planning document that provides the needed baseline of information and analysis needed to specify scope, budget and schedules for projects outlined in the Master Plan so that appropriate capital budgets can be developed.

1. Where We've Been

A. Summary

During this first phase of the Strategic Facilities Plan, the focus is on documenting space use, the organizational structure and gathering facts and providing analysis to lay the groundwork for making fact-based facility decisions. By considering all the facility facts, like Facility Renewal Liability and the 50% renovation limit, decision-makers can develop the best long-term strategy for the City. Key points from this phase of the Strategic Facility Plan include:

- The **Municipal Building** currently has 5,526 sq. ft. of space. Occupants are extremely crowded. If current occupants had the average square feet per person, as calculated by the International Facility Managers Association, the required space would be more than 12,500 square feet – a shortfall of more than 7,000 square feet. **The site does not have enough space to support an addition with its required parking.**
- The **Police Department** is also extremely crowded, and operations are split between a small building that once was a laundromat, temporary office trailers and Sea Can Storage sheds. It is difficult to compare space needs for the Police Department to benchmarks for other cities, because Walker is still of a population size where the need for 24x7x365 staffing is the driving criteria for staffing levels. Most importantly, there are a number of functional spaces that are simply absent from the Walker P.D. and new, larger quarters would go a long way to improving effectiveness of the department.
- **City of Walker Buildings are either relatively new or well-maintained.** Using a mathematical model, backed by an on-site survey, it has been determined that current Facility Renewal for all buildings are between \$600,000 and \$900,000, which is only 14%-21% of the building's replacement value – an acceptable level. By contributing \$50,000 to a sinking fund, then increasing funding by \$10,000 per year for 5 to 7 years, a fund that is sufficient to meet short term facility renewal expenditures can be developed. This fund can then provide a source of Capital for unexpected facility repairs or capital replacement, like roof and HVAC replacements.
- **50% Renovation Limit** – a little known citation in the Building Code requires that when renovation expenditures exceed 50% of the replacement value of the building, the entire building must comply with the most recent building code, which can greatly increase required project expenditures. **The only building where this should be an issue is the Municipal Building, where the limit is \$414,450.**
- **Investment Strategy for Buildings** – After studying all the information provided in this phase of the project, City decision-makers have developed the following Investment Matrix for City-Owned Buildings (following page):

Table 1 Walker Buildings – Investment Strategy:

BUILDING	SQ. FT.	INVESTMENT STRATEGY
Municipal	5,526	Hold & Invest up to \$ 400,000
Municipal Trailer	1,020	Hold
Municipal Storage Shed	779	Hold
Police Building	2,786	Dispose
Police Trailer	1,000	Dispose or Relocate
Public Works Office	2,726	Hold and Invest
Public Works Support Sheds	13,500	Hold – thoroughly evaluate investments
Animal Shelter Office	1,225	Hold and Invest
Animal Shelter Kennel	4,700	Hold – thoroughly evaluate investments
Treatment Plant Office	1,500	Hold and Invest

A. Space Use

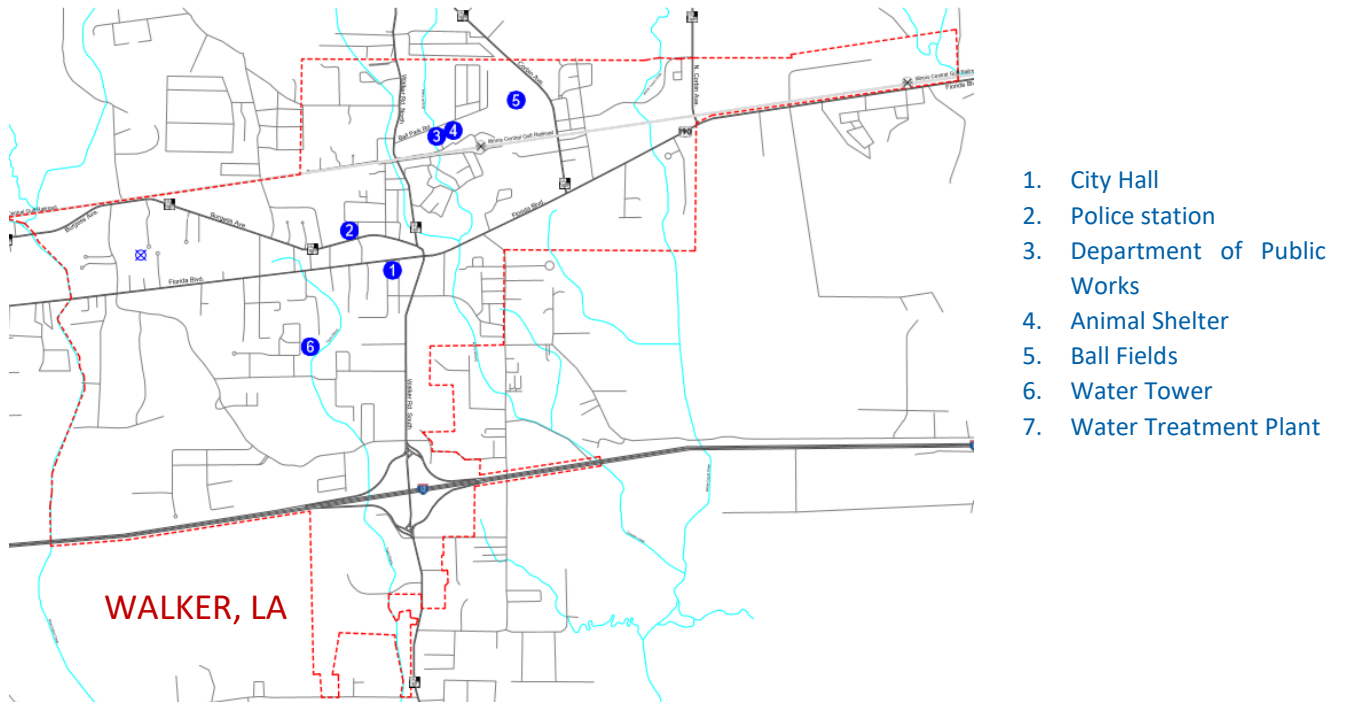
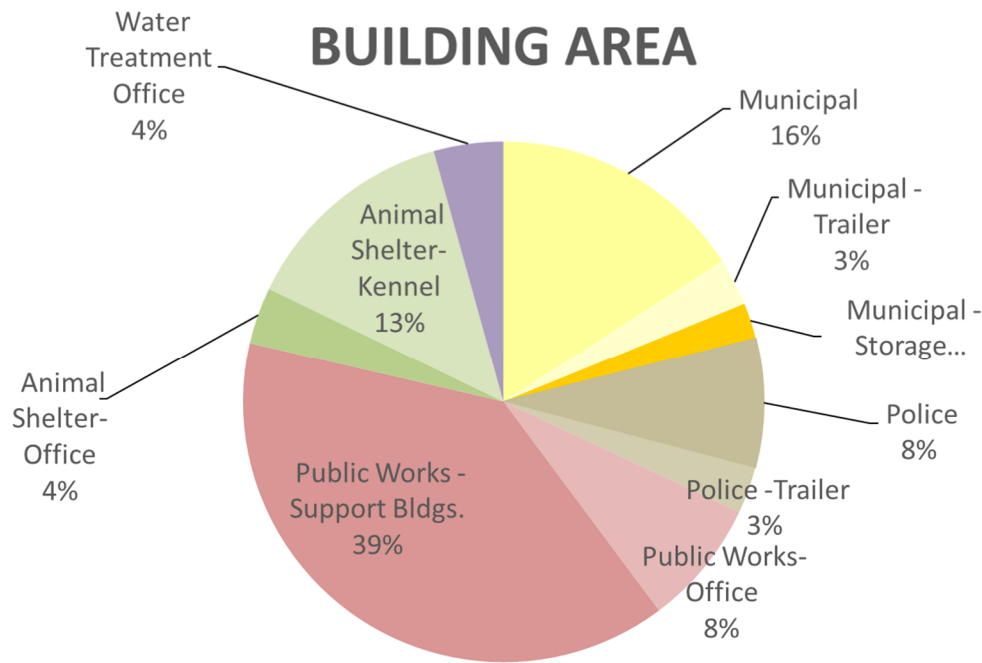


Figure 2 – Location of Key Facilities in Walker

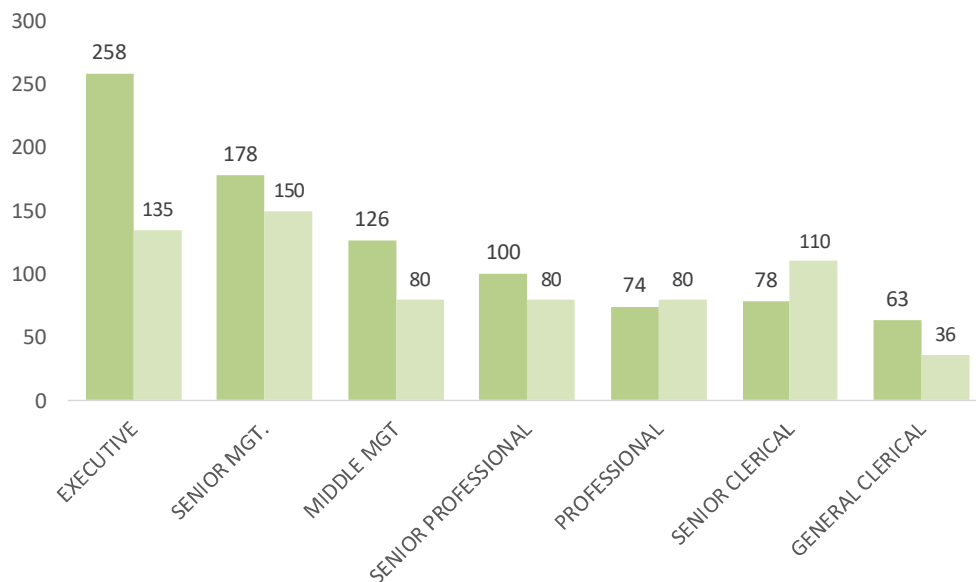
SPACE BY BUILDING

	EXTERNAL GROSS AREA	PERCENT	TYPE
Municipal	5,526	16%	Office
Municipal - Trailer	1,020	3%	Trailer
Municipal - Storage Shed	779	2%	Storage
Police	2,786	8%	Retail
Police -Trailer	1,000	3%	Trailer
Public Works-Office	2,726	8%	Office
Public Works - Support Bldgs.	13,500	39%	Storage
Animal Shelter-Office	1,225	4%	Office
Animal Shelter-Kennel	4,700	14%	Office
Water Treatment Office	1,500	4%	Office
TOTAL	34,762	100%	

Table 2 – Summary Space Use by Building



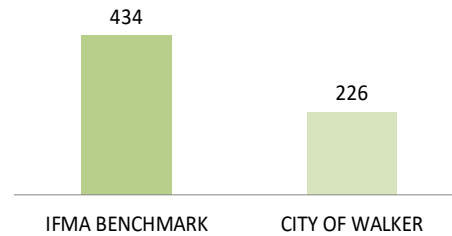
Graph 1 - Summary Space Use by Building (Percentage)



Graph 2 – Office Size – Walker versus Benchmarks

Space use statistics without context are not helpful in answering the question “do we have enough space?”

Benchmarks for the median space per person for other, similar, local governmental facilities are provided by the International Facility Management Association.³ The previous graph shows that while individual office sizes for Walker are similar to other governmental entities, the overall space per person (Graph 3) is far below the benchmark, indicating crowded conditions, which are apparent with a quick tour of the facilities. There are multiple deficiencies in planning including; files located in offices versus separate areas, inadequate circulation, rest room, workspace, conference, and storage space.



Graph 3 – Space per person – Walker versus Benchmark

If you take the number of people who should be located at the Municipal Building times the IFMA Benchmark Median Square Feet per person, the approximate area required in a new facility, the total square footage for a new facility would be more than 12,000 square feet or approximately 4,600 square feet more than the current space. Phase 2 – “Where We’re Headed” dives into this issue in detail.

	SQ.FT. PER PERSON	PEOPLE	BENCHMARK AREA
SHOULD BE	434	29	12,586
CURRENT	191	29	5,526
SHORTFALL			7,060

Table 3 – Sq. Ft. Shortfall versus Benchmark

³ IFMA Space and Project Management Benchmarks, IFMA Research Report #34

B. Facility Renewal

a. Background

A Strategic Facility Plan does not zero in on one particular solution to facility challenges, but instead presents a broad array of information that is normally not considered in order to assist in making decisions that consider all the facts.

Facility Renewal, which is the repair or replacement of building components, or systems as they wear out over time, is often referred to as Deferred Maintenance or Capital Renewal.

The reason Facility Renewal is an important concept in Strategic Facilities is that expenditures for Renewal items, like roof replacement or HVAC units are often large and unplanned. These “emergency expenditures” can seriously impact funding that is set-aside for future capital projects by diminishing available funds. The purpose of this analysis in the Strategic Facility Plan is to establish a reasonable level of annual funding for a “sinking fund” for Facility Renewal so that projects recommended by this plan are not negatively impacted by emergency Facility Renewal needs.

Facility Renewal:

IS	IS NOT
Replacing lighting fixtures that fail early in their life cycle	Replacing light bulbs
Patching or re-paving parking lots that have cracks or which have failed	Expanding a parking lot
Re-Painting existing hallways that have experienced wear and tear	Tearing down walls, building new rooms or upgrades.
Replacing a roof	Roof inspections or minor maintenance
Replacing a chiller, compressor, pump or similar mechanical item.	Installing smart building controls that help to save energy (This is an upgrade)

Table 4 – Facility Renewal is/is not

Regarding Facility Renewal, the critical question is:

How much should we be setting aside in a reserve each year for Facility Renewal?

Which is a good question because, if Facility Renewal expenditures, like roof replacements, are not monitored, they can arise unexpectedly and divert valuable capital away from planned projects.

There are three methods of planning for Facility Renewal needs;

- **Physical Survey** – These surveys are called Property Assessments (for Private Sector) and Facility Condition Assessments (for Public Sector). The deliverables are outlined in standard documents that specify the scope and are useful in obtaining “apples to apples” bids. The Assessments include a report with photos and short-term and long-term capital expenditure projections by year. Due to the cost of this method, it is not used in this report.
- **Mathematical Model** – By knowing the age of a building and the approximate replacement cost, an expected range of values can be developed for facility renewal expenditures, which can then be used in planning. This method is used in this report and is supported by a physical assessment, which can provide evidence for needs identified in the mathematical model. A more detailed description of this method is provided below.
- **“Rules of Thumb”** – In certain industries, like Banking, Retailing or higher education, “rules of thumb” are used to schedule periodic Facility Renewal projects, which minimize the reliance on annual expectations. For example, Retailers plan on a “Facility Refresh” every seven or eight years and universities often plan on a “mid-life” renewal at year 20.

b. Mathematical Model for determining Facility Renewal Needs

There are a number of mathematical models that can estimate approximate expenditures for a portfolio of buildings; however, these methods only have an accuracy of +/- 20% versus +/- 10% for a physical survey.

Two methods are used here for calculating theoretical renewal needs and both are tied to depreciation which represents “the amount of a building that is used up each year”:

Flat Rate Method – The concept behind the Flat Rate method is simple. If a building is designed to last forty years, then, theoretically, 2.5 percent of the current replacement cost should be re-invested each year. The method falls apart when considering new buildings, which should have minimal renewal needs, and older buildings that frequently have increased renewal needs. Commercial buildings in the United States are typically designed to last forty years, while structures in other areas, most notably, Europe, have considerably longer design lives and different renewal requirements. As with most methods that do not require complex analysis, this method yields ballpark results, however, when applied to a portfolio of buildings, it can be used as a tool to guide investment decisions.

Sum of the Years Digits Approach – uses a formula to increase hypothetical facility renewal allowances as buildings age. For example, if a building is planned to last 40 years, and it is year 40, the Building Value is multiplied by 40 and divided by the sum of each year in the life schedule ($1+2+3+...+39+40 = 1275$)

$$\text{One Year Replacement Allowance (year 40)} = 40/820 \times \text{CRV} = 4.9\% \times \text{CRV}$$

In this example, 4.9 percent of the Current Replacement Value (CRV) would be estimated for renewal in year forty.

Current Replacement Value Modifier - Labarre Associates has developed a model that can approximate facility renewal need which applies a “modifier” to the current replacement value that is used in both of the above approaches. The modifier is a factor that accounts for the fact that many systems of the building (site work, General Conditions, the building structural frame etc.) either do not wear out or do not require replacement during a typical 40-year building life. This modifier is typically 55% of the Current Replacement value because there are many elements (like the foundation, structural supports etc.) of the building that will not require replacement within the expected useful life period. The revised equation is:

$$\text{One Year Replacement Allowance (year 40)} = 40/820 \times \text{CRV} = 4.9\% \times \text{CRV} \times 55\%$$

c. Building Replacement Values are a Critical Component of Facility Renewal Analysis

Building Replacement Values are useful from an administrative perspective because they identify the expenditures required to replace current facilities if a tornado came through the town and wiped out all City Facilities. For planning purposes, Labarre Associates uses Building Replacement Values in two important calculations:

- **Calculating the expected range of Facility Renewal Expenditures** - With the mathematical model for estimating Facility Renewal liability (see following pages), knowing the building’s replacement value is an important first step in calculations that lead to the determination of recommended levels of funding for a Facility Renewal Sinking to absorb future emergency expenditures and preserve allocated capital for planned projects.
- **50% Replacement Value Rule** – in Louisiana, when renovation costs exceed 50% of the Replacement Value of the Building, the entire building needs to be brought up to the standards of the current Building code. These upgrades, like replacing the electrical system can be expensive and may alter the value equation for a renovation project, making it too expensive or tipping the scale in favor of building a new building. It’s critically important to perform this calculation at the very beginning of every project, because it is important to know the expenditure threshold that could greatly increase required project expenditures.

Labarre Associates has used the following assumptions in calculations for Facility Renewal requirements and the 50% threshold that can trigger significant project budget increases due to the requirement of a renovation to meet all building code requirements (eliminates code-related grandfathering):

d. 50% Renovation Limit

50% LIMIT CALCULATION

	SQUARE FEET	REPLACEMENT COST/ SQ. FT.	ESTIMATED REPLACEMENT VALUE	50% LIMIT	YEAR BUILT
					Verify
Municipal	5,526	\$150	\$828,900	\$414,450	1978 Estimated
Municipal - Trailer	1,020	\$180	\$183,600	\$91,800	2016 Estimated
Municipal - Storage Shed	779	\$100	\$77,900	\$38,950	2017 Estimated
Police	2,786	\$150	\$417,900	\$208,950	2005 Reno-Est.
Police -Trailer	1,000	\$180	\$180,000	\$90,000	2011 Estimated
Public Works-Office	2,726	\$130	\$354,421	\$177,210	2012 Estimated
Public Works - Support Bldgs.	13,500	\$100	\$1,350,000	\$675,000	2008 Estimated
Animal Shelter-Office	1,225	\$220	\$269,500	\$134,750	2009 Estimated
Animal Shelter-Kennel	4,700	\$100	\$470,000	\$235,000	2009 Estimated
Water Treatment Office	1,500	\$130	\$195,000	\$97,500	2000 Estimated
TOTAL	34,762		\$4,327,221		\$0

Table 5 - 50% Limit Calculation

e. Findings from Facility Renewal Analysis (Model)

What is the Current Replacement Value of City-Owned Buildings?
Approximately \$ 4.2 Million.

This includes sheds at Public Works, Temporary Trailers, Storage Facilities, the Office at the Treatment Plant (but not the plant) and excludes the value of the ball field upgrades and structures on the ball fields.

What is the range of our current Facility Renewal Liability?

Cumulative Facility Renewal Needs	Current
Estimated using Sum of the Years Digit Method	\$581,299
Estimated using the Straight Line Method	\$878,613

What will be the Cumulative Facility Renewal Needs in 10 Years?

Cumulative Facility Renewal Needs	In 10 Years
Estimated using Sum of the Years Digit Method	\$891,707
Estimated using the Straight Line Method	\$1,283,738

Are we in trouble or in good shape with respect to addressing Facility Renewal Needs?

For a City the size of Walker, Facility Renewal Needs are not excessive. Facility Renewal Needs, when compared to Replacement Value, are in the range of 15%-20%, which is an acceptable range.

How can we get ahead of the deterioration curve?

Contributions to a sinking fund for Facility Renewal will go a long way to developing a “cushion” that will protect the City against future Budget “surprises.”

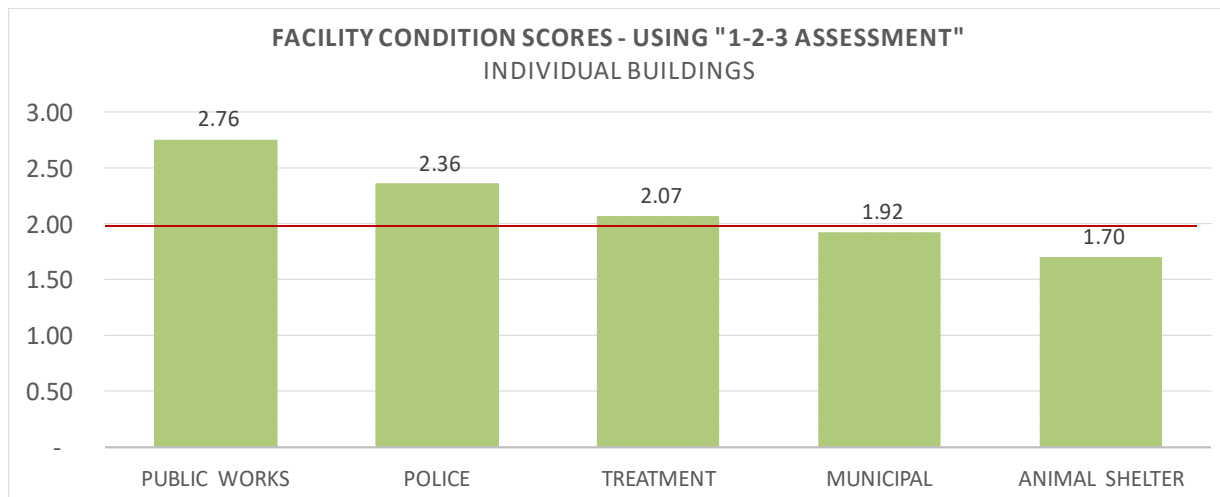
If the City starts a sinking fund with a \$50,000 contribution this year, and increases the contribution by \$10,000 per year, there will be adequate reserves to address most facility renewal need after 5 to 7 years.

How do we know the Mathematical Model Analysis is correct?

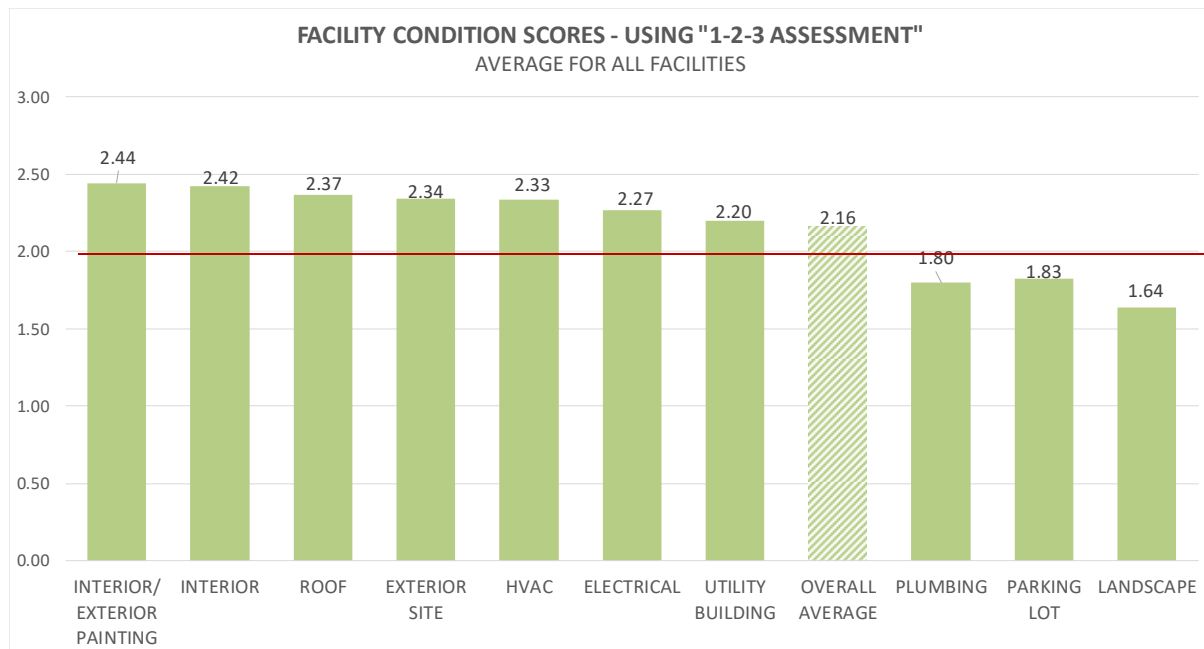
The expected range of accuracy for the financial model is +/- 20% versus a physical assessment using a Property or Facility Condition Assessment Consultant where the accuracy is +/- 10%. The value proposition for the financial model is that the cost is minimal when compared to a full-blown Assessment, plus the condition Property or Facility Assessment reports don't provide recommendations for sinking fund contributions – they provide data about the buildings and expected costs for specific components.

In order to provide a “check” against the mathematical model, Labarre Associates staff have visited the various sites and have completed a “1-2-3 Assessment” which provides a score for building systems, along with an overall score for each building. With this assessment, multiple building components are scored on a “1-2-3” Basis:

GOOD	3	In new or near new condition
ADEQUATE	2	Functional, but appearance somewhat worn
POOR	1	Requires Attention



Graph 4 – Summary of Facility Condition Scores for each Building. Note, the scores for the Municipal Building and Animal shelter are heavily influenced by low scores for the grounds and parking lots.



Graph 5 – Average Facility Condition Scores for all facilities by “System.” Scores for Electrical and Plumbing are based upon the system’s age and are influenced by the Municipal Building and Police Station which are older facilities.

C. Organization

In this first phase of the Strategic Facility Plan, information is gathered and analyzed so that a clear picture of “what we’ve got” is developed for both facilities and the organization. This information will be used in the next phase when detail planning starts with this baseline of information.

OFFICE - SEATED POPULATION BY DEPARTMENT AND LOCATION

	PEOPLE	MUNICIPAL	MUNICIPAL BLDG. TRAILER	POLICE	POLICE TRAILER	PUBLIC WORKS	ANIMAL CONTROL	SEWER PLANT OFFICE
PUBLIC WORKS	5					5		
INSPECTIONS AND PERMITS	5		5					
MAYOR'S COURT	4	4						
CHIEF OPERATING OFFICER	3	3						
MUNICIPAL CLERK	2	2						
PAYROLL/ HUMAN RESOURCES	2	2						
ANIMAL CONTROL	2						2	
TAX COLLECTOR	1	1						
POLICE	1			1				
MAYOR	1	1						
CITY ATTORNEY'S OFFICE	1	1						
FINANCE	1	1						
PARKS AND RECREATION	1					1		
TOTAL SEATED POPULATION	29	15	5	1	-	6	2	-

Table 6 – Organizational staffing by building

2. Where we're headed

A. Summary

The development of the Community drives changes in facility requirements for City Offices and Support Facilities. In this phase of the Strategic Facility Plan, space needs are projected using two methods:

- Benchmarking space usage with growing Louisiana Cities with a population of 12,000, which is the projected population of Walker in 2030.
- Space projections based upon functional requirements as calculated by the Architects on the planning team as well as the required size for a site for a new facility.

The Master Plan update provides a vision of the future facility needs for the city and this section of the Strategic Facilities Plan provides outline requirements and guidelines, that will be enhanced with the analysis provided in the next section. Two key questions are answered:

- Site and space requirements for a new facility
- Guiding principles

Facts and figures are provided for a range of options, and the scope of the final plan will be determined in the final phase of this study by City decision-makers after considering a variety of options (with supporting analysis).

B. Walker Population Projections and Future Space Needs – Benchmark Analysis

a. How big will Walker be in 2030?

The Master Plan, “Blueprint of a City,” explores the issue of population growth in the City of Walker and states that while accurate projections for jurisdictions below the Parish level can be problematic, the City of Walker has a record of growing at the same rate as Livingston Parish (5 % per year) and that the trend is likely to continue but at an accelerated rate.⁴ After reviewing a number of different methods for projecting the City’s future population, the authors of the Master Plan concluded that the State of Louisiana’s official population projections have a record of being reliable and should be used for planning purposes although they anticipate actual long term growth will exceed the historic average.

Using the State of Louisiana projections for Livingston Parish, the Master Plan projects that the Walker population will be in the neighborhood of 12,000 residents by 2030.

b. What does 12,000 residents in 2030 mean for the City of Walker in terms of staff growth and space needs for city offices?

In order to understand the space requirements for facilities for a city of 12,000 residents, Labarre Associates identified a “Benchmark Group” of cities where the population is in the neighborhood of 12,000 and which have experienced growth:

Table 6 - Benchmark Cities

City	Current Population
Covington	10,310
Denham Springs	10,335
Gonzales	10,832
Broussard	11,507
Mandeville	12,424

Through publicly available information, Labarre Associates has gathered data about staff size and space use (using Google Earth and the Google Earth measuring tool).

⁴ Both the US Census and State of Louisiana issue annual updated population estimates. The U.S. Census Bureau’s method is to use the annual growth rate for the previous census period (i.e. 2000-2010), and extrapolate estimated population each year using the historic annual growth rate. The State of Louisiana uses the previous Census population (2010) and adjusts the population estimate by determining how many residential electrical connections are added each year times the average household size (from the Census). The authors of the Master Plan and Labarre Associates agree that the State of Louisiana population estimates are more reliable than the Census Bureau’s. The official projections are called the “Louisiana Parish Population Series, 2010 developed for the State of Louisiana (office of Electronic Services, Division of Administration) by Louisiana State University. http://louisiana.gov/Explore/Population_Projections/

Table 7 - Benchmark Cities with Admin. Staff, City Hall Size and Parking, Police Dept. size

City	Estimated Admin. Staff	Estimated Sq. Ft. City Hall	Estimated City Hall Parking	Estimated Police Dept. sq. ft.
Walker - current	22	5,546	61	3,786
Covington (1)	25	17,000	80	9,740
Denham Springs (2)	19	16,000	127	13,000
Gonzales	26	20,000	136	21,000
Broussard	14	7,450	15	4,204
Mandeville	31	11,300	74	8,900
Average.	23	13,900	88	8,260

Notes:

- (1) Covington – city hall shares space with a convention center. City hall sq. ft. is estimated.
- (2) Denham Springs – Sq. Ft. for the city hall used before the flood. Current temporary building is approximately the same size. Denham Springs Police Department space is not fully utilized.

C. Space Requirements Projections – New Municipal Building

Current size – 5,546 sq. ft.

IFMA Benchmark req. – 15,624 sq. ft.

Minimum Program size – 18,000 sq. ft.

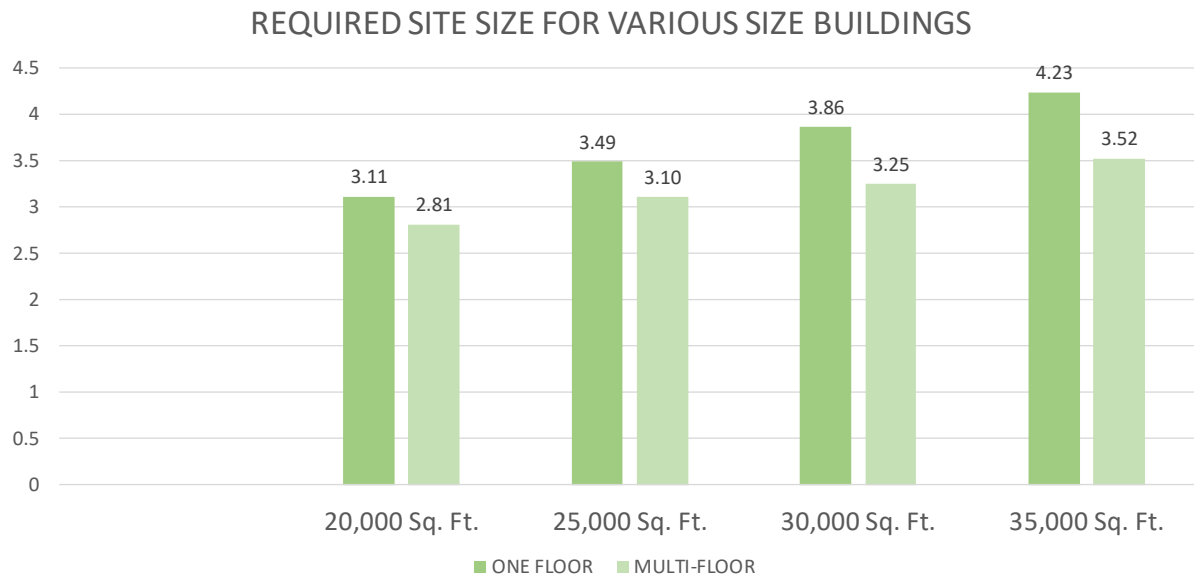
The architectural program developed for space outside of the departmental space including Court, Council, and support space is included in the in Section 6 of this report. The program outlines a multistory space, including the potential for build-out space to be leased. The build-out space would act as another revenue source for the city as well as long-term growth space.

D. Site Requirement Projections – New Municipal Building

Table 9 – Required Site Area – One Floor versus Multi-Story Buildings

	20,000 Sq. Ft.	25,000 Sq. Ft.	30,000 Sq. Ft.	35,000 Sq. Ft.
ONE FLOOR	3.11	3.49	3.86	4.23
MULTI-FLOOR	2.81	3.10	3.25	3.52

Note: 20,000 & 25,000 sq. ft. Buildings are 2 floors, and 30,000 sq. ft. and 35,000 sq. ft. Buildings are 3 floors.



Graph 6 – Required site size for various size buildings

E. Space Requirements Projections – Police Department

Current Police Department– 3,786 sq. ft.

Average size of Comparable PD— 8,263 sq. ft

Renovated Municipal Building – 5,546 sq. ft.

The Police Department will reuse the existing Municipal Building to accommodate current and future growth. Utilizing the current Municipal Building will increase the space by almost 2,000 SF, adding programmatic elements necessary for full operation. The current Police Department building will remain to be sold or otherwise used at the discretion of the City of Walker. The architectural program is included in Section 7 of this report.

3. How to Get There

Intent: To propel the current growth of the city, its infrastructure, and amenities through the improvement of administrative and municipal facilities, designed to better serve public needs. See “Master Plan Follow-up” for prioritized recommendations from this report.



About the Firm

Established in 1984, **LABARRE ASSOCIATES, INC.** is a diversified organization that offers Facility Management/Maintenance, Architecture, Construction, and Real Estate services. We uniquely provide clients with practical, high-quality and cost-effective services from site acquisition to design to construction to facility management. Our four divisions operate together as well as independently to provide clients with ***"One Source, One Solution"*** for their building needs. With its headquarters in Denham Springs, LA and branch offices in Gulfport, MS and Tallahassee, FL, LABARRE ASSOCIATES, INC. services the Gulf Region from Texas to Florida.

"Total Care of our Clients" is our goal. Each associate is dedicated to total client satisfaction as well as attention to quality, schedule, and budget. This service promise is delivered to our clients seamlessly; by one or any combination of our four divisions. Every project is custom-tailored to meet clients' specific needs and exceed their expectations.



Master Plan Follow-Up

*Action Items to Follow-up on Recommendations from
the 2012 Walker Master Plan*



1. Purpose of this Document

The City of Walker Master Plan, which was adopted in 2012, creates a framework for future decision-making that will “serve the best interests of Walker’s residents for years to come.”

The plan specifies several follow-up activities that involve:

- organizational changes,
- zoning regulation changes
- recommended changes or additions to the physical infrastructure.

The purpose of this “Master Plan Follow-Up” document is to document the physical infrastructure issues that require additional planning, budgeting and study and to set the stage for a discussion about how Labarre Associates can assist the City of Walker in continuing the planning process at a more detailed level.

The Master Plan recommends annual updates with a major update in year 5, which is this year.

This document outlines a scope of work for the Master Plan update.

2. Master Plan – What it says about follow-up

This master plan, as embraced by both the community and its leadership, is envisioned to take the City to a new level in terms of its preparedness, livability, and the achievement of prioritized outcomes. However, it is important to understand that this master plan in and of itself is incapable of accomplishing the vision, strategies, and objectives articulated within. Rather, the plan is merely a guidance document for City officials and staff who must make decisions on a daily basis that will determine the future direction, financial health, look and feel, and ultimately, the resiliency of the community.

These decisions are carried out through:

- *targeted programs and expenditures prioritized through the City's annual budget process, including routine, but essential, functions such as code enforcement and other staff positions;*
- *major public improvements and land acquisitions funded as capital outlays in the City's annual budget;*
- *new and amended City ordinances and regulations closely linked to the master plan objectives (and associated review and approval procedures in the case of subdivisions and zoning matters);*
- *departmental work plans and staffing in key areas;*
- *the pursuit of external funding to supplement local budgets and/or expedite certain projects; and*
- *initiatives pursued in conjunction with other public and private partners to leverage resources and achieve successes neither may accomplish alone.*
-

Walker Master Plan – Blueprint of a City,

adopted May 14, 2012

Pages 1.7 & 1.8 (pages 19-20 in pdf format)

3. Master Plan Follow-Up Items

Infrastructure Follow-Up Items (Labarre & Master Plan List)

- Infrastructure Items (Buildings, Building-Related Equipment and Real Estate)

Item	Description	Reference
1.	Continue efforts to improve traffic flow and drainage infrastructure.	Master Plan p. 3.24
2.	Continue growth of existing infrastructure systems – Gas, Water, and Sewer. Develop capital improvement plans for each public utility, including comprehensive rate studies to determine necessary funding to cover capital and operational costs	Master Plan p. 3.29-31
3.	Construct a new municipal complex near the city center. The municipal complex could include a new City Hall (with option for added shell space for future Municipal growth).	Master Plan p. 3.39
4.	Police Protection 2,100 square foot facility As it is currently sized and configured, the existing facility does not meet the needs of the Police Department.	Master Plan p. 2.18-19
5.	Many of the existing facilities will need to be renovated or expanded in the future.	Master Plan p. 2.15
6.	Upgrade and install Water infrastructure to accommodate future Fire Protection development, including the long-range plan of adding more fire protection services.	Master Plan p. 2.16-18
7.	New and existing municipal buildings to be wind resistant and in accordance with current FEMA flood elevations.	Master Plan p. 3.11-12
8.	Acquire additional acreage for new neighborhood parks and community/linear parks within the areas that are either currently deficient or reflected on the Future Land Use Plan to develop as residential use.	Master Plan p. 3.31-34
9.	Capital Replacement Plan	Master Plan p. 3.38
10.	Study impact fees for Utilities—sewer, water, and gas.	Master Plan p. 3.29-31
11.	Replace Animal Control Facility	

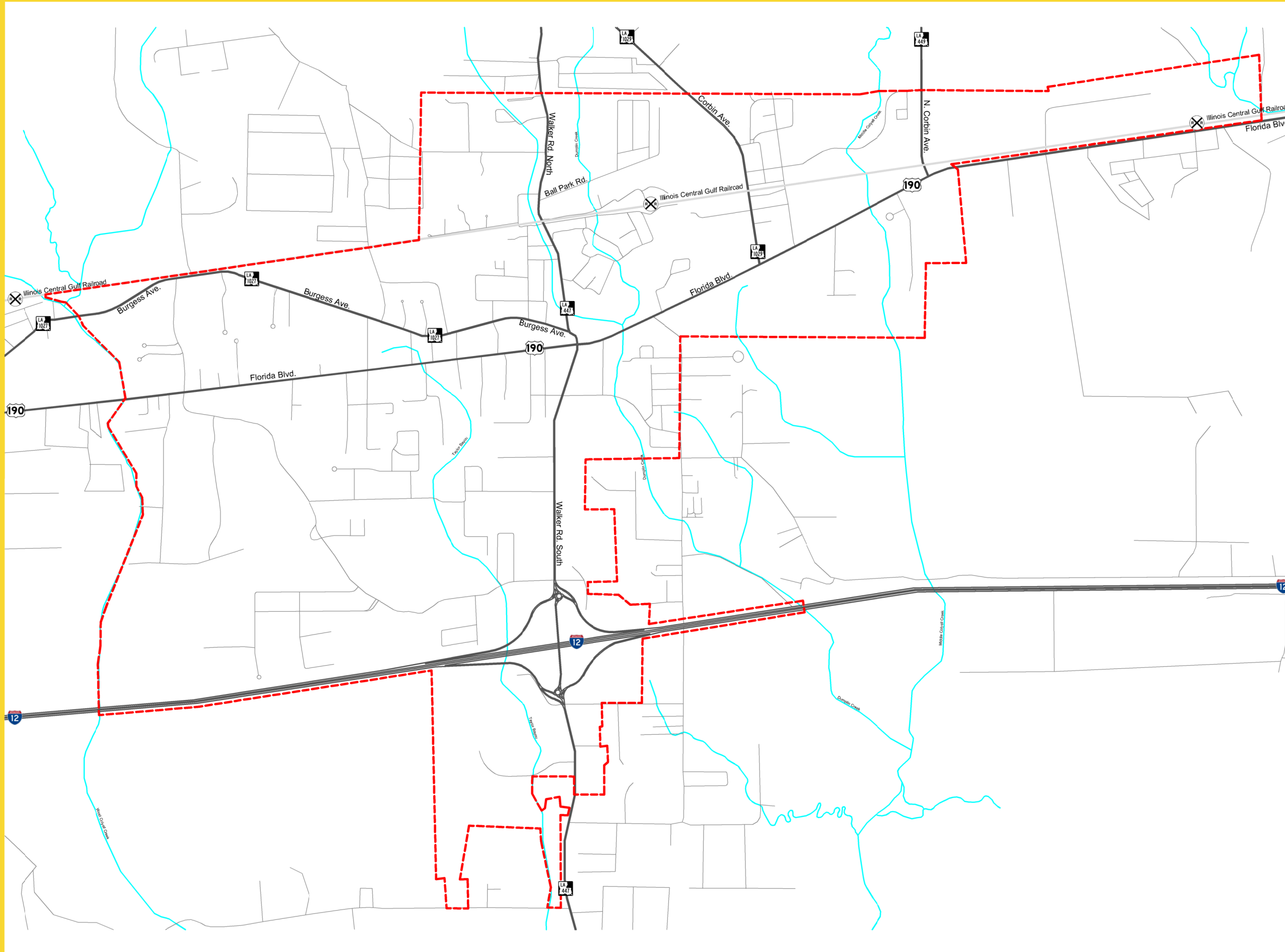
Section 2








Blueprint of the City

Map 1.1 Study Area

Updated November 2018



-  Walker City Limits
-  Major Highways
-  Local Street(s)
-  Railroad
-  River/Lake/Bayou/Creeks



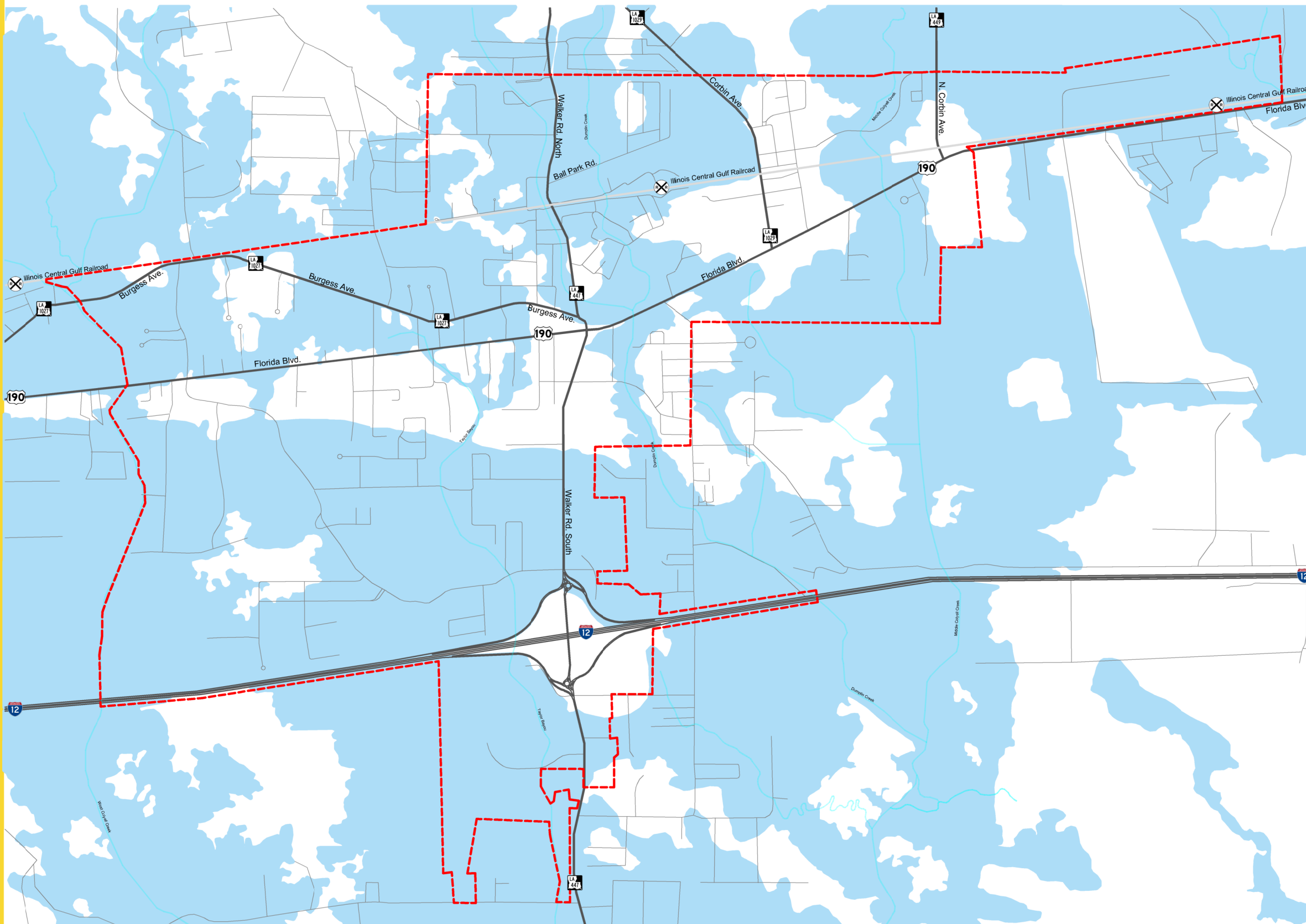
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Blueprint of the City

Map 2.1 100yr. Flood Zone

Updated November 2018



-  Walker City Limits
-  Major Highways
-  Local Street(s)
-  Railroad
-  River/Lake/Bayou/Creeks
-  100yr Flood Zone

*Flood Zone derived from 2012 LSU Ag. Center Flood Map
<http://maps.lsuagcenter.com/floodmaps/?FIPS=22063>

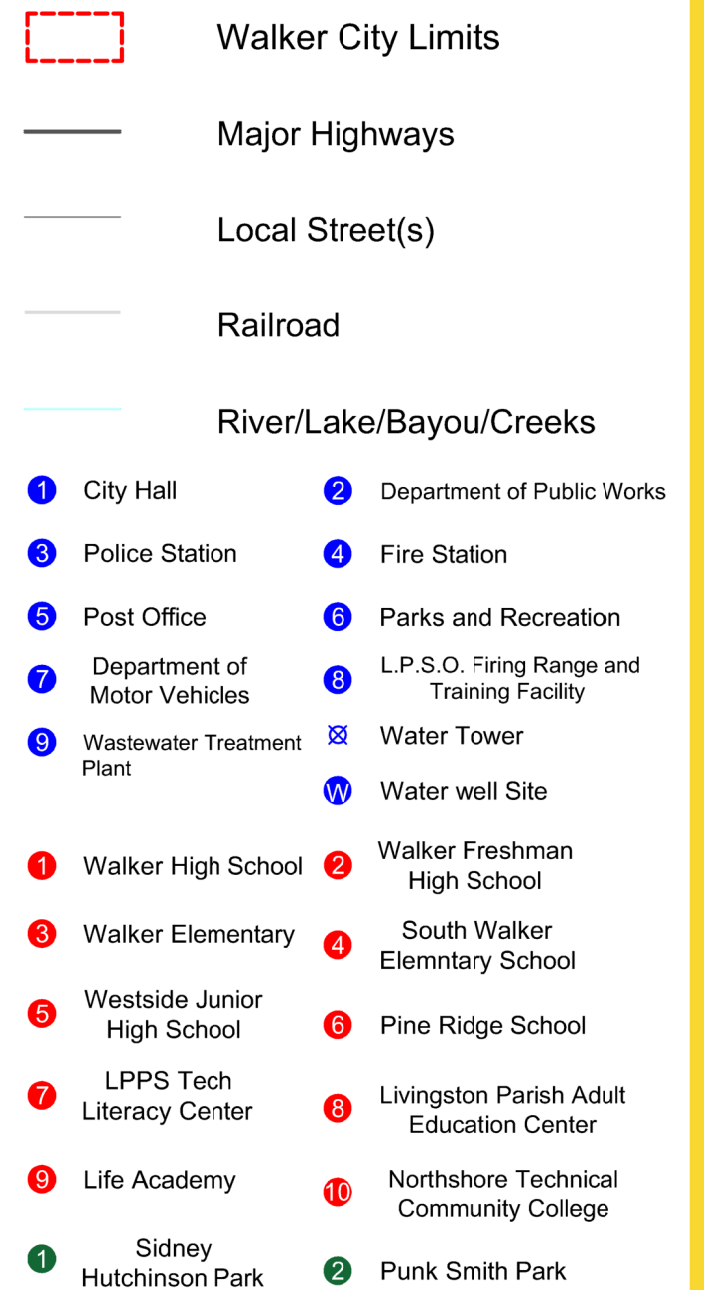
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Map 2.7 Public Services and Facilities

Updated 2018

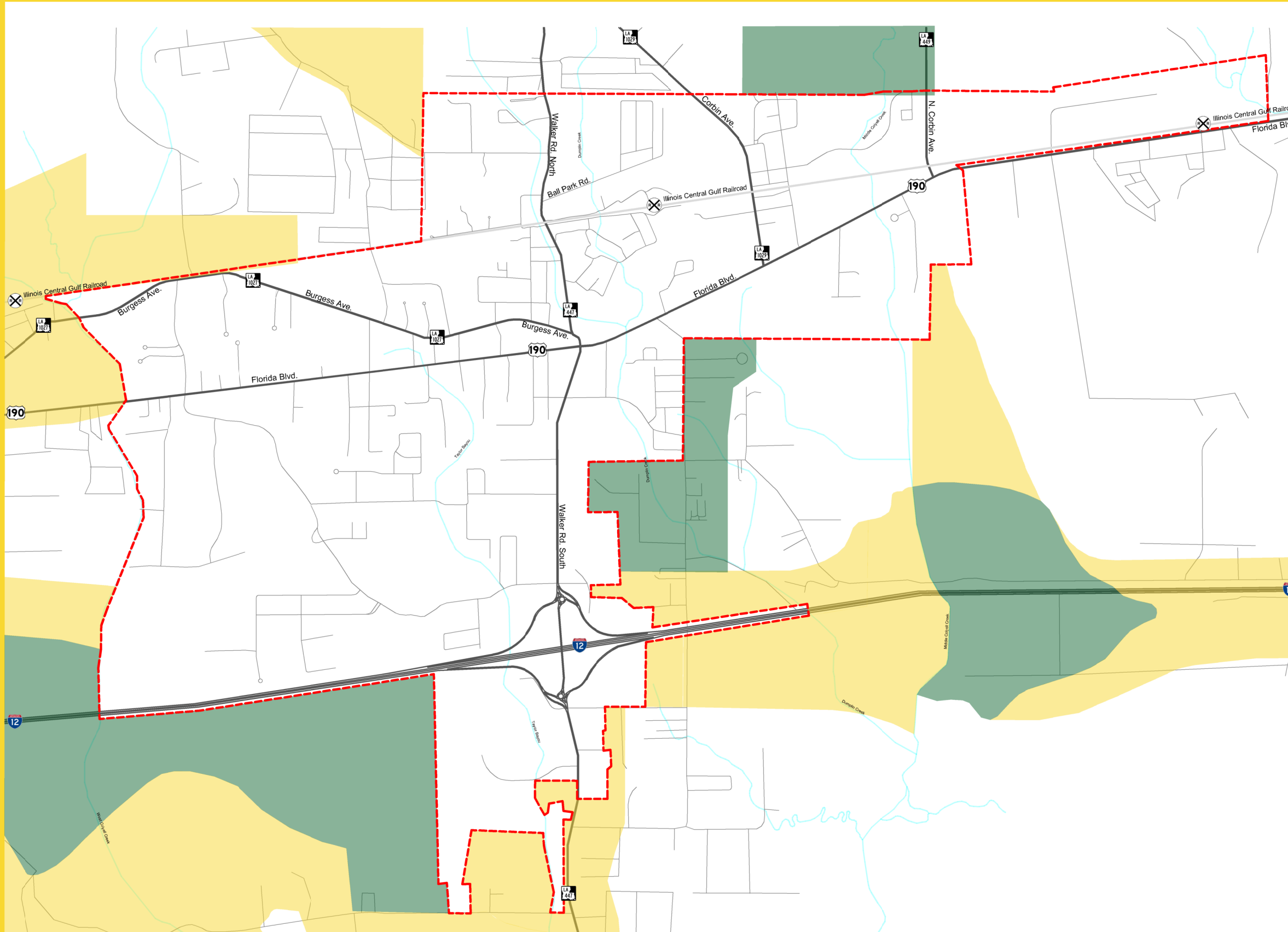









NORTH

Blueprint of the City

Map 3.1 Growth and Annexation Plan

Updated 2018



-  Walker City Limits
-  Major Highways
-  Local Streets
-  Railroad
-  River/Lake/Bayou/Creeks
-  Primary Annexation Area
-  Secondary Annexation Area

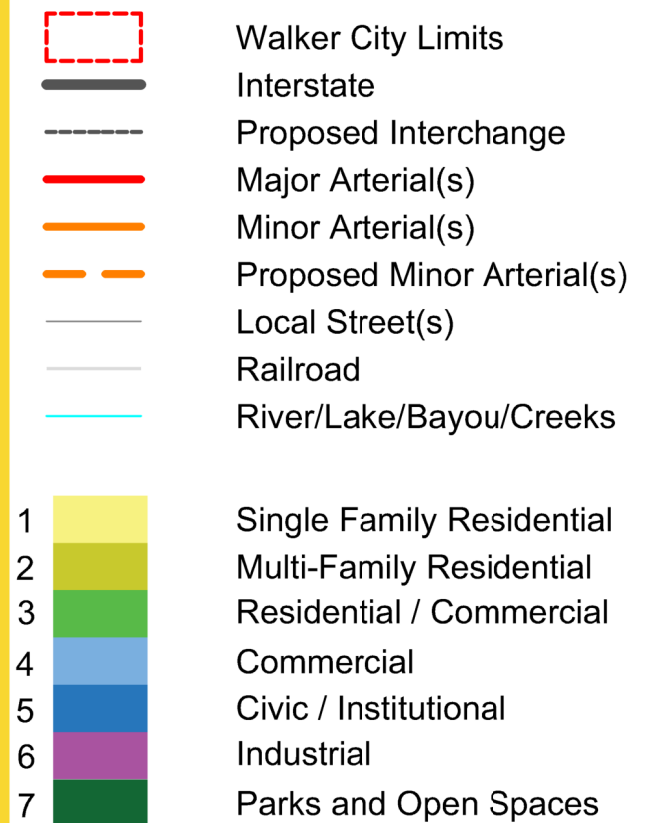
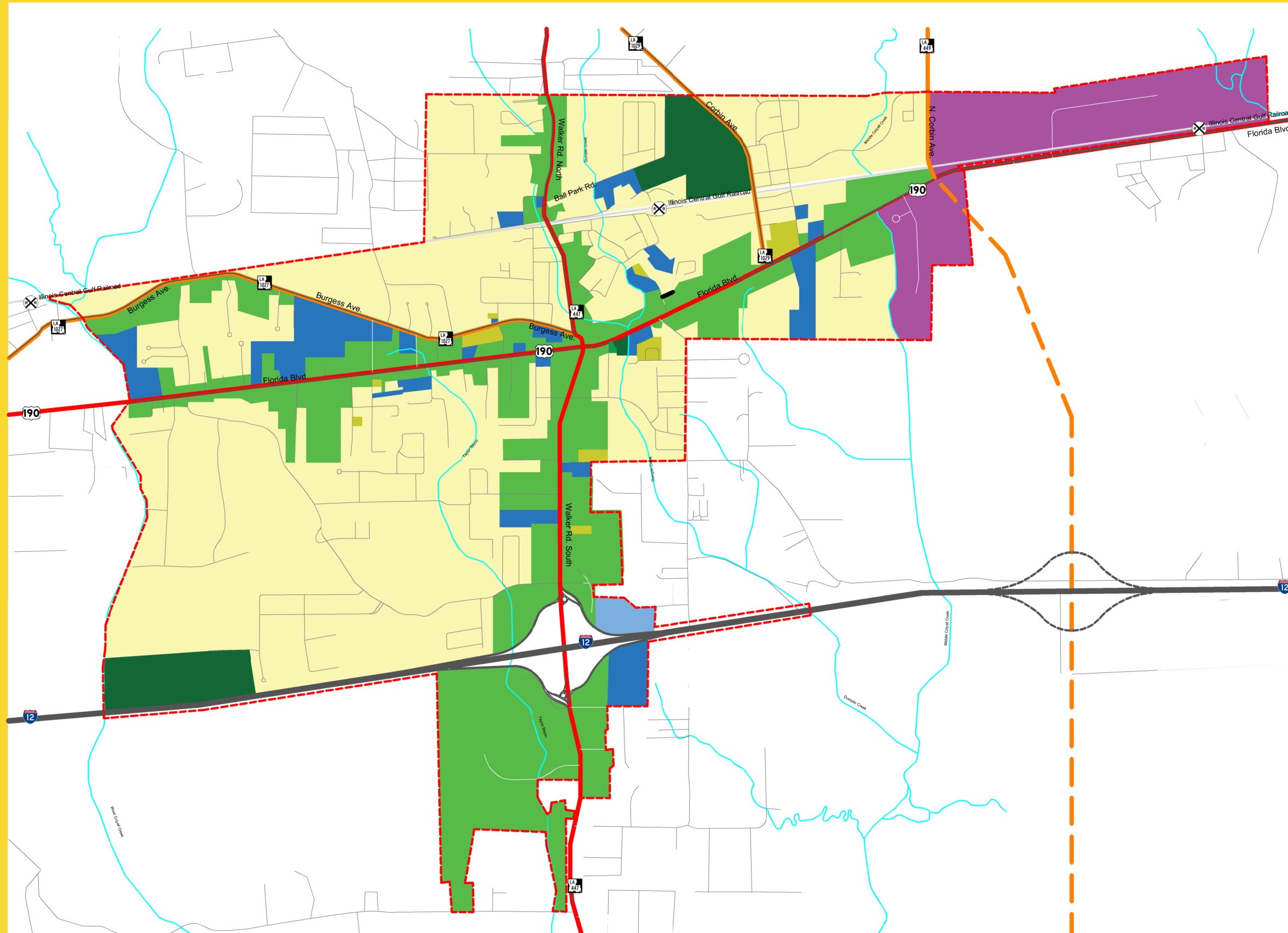
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Blueprint of the City

Map 3.2 Future Land Use Plan

Updated 2018



NOTE: THIS IS NOT A ZONING MAP. THIS LAND-USE MAP DEFINES GOALS FOR FUTURE GROWTH AND GUIDES FUTURE CHANGES IN ZONING.

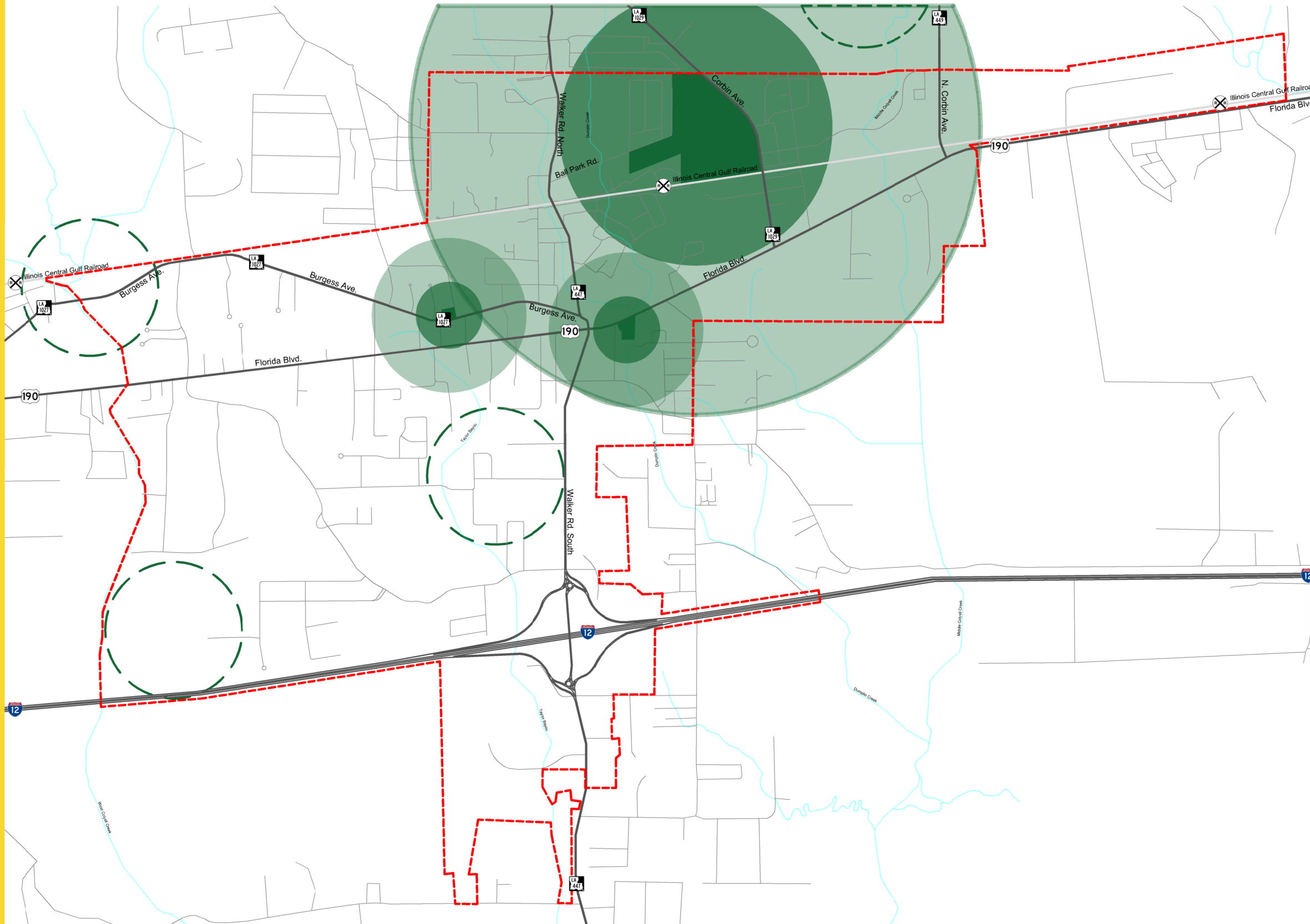
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Blueprint of the City

Map 3.7 Parks and Recreation System Plan

Updated 2018



-  Walker City Limits
-  Major Highways
-  Local Street(s)
-  Railroad
-  River/Lake/Bayou/Creeks
-  Park
-  Neighborhood Service Area (1/4 mile)
-  Community Service Area (1 mile)
-  Existing Need Area
-  Future Need Area

0 2000'



Section 3

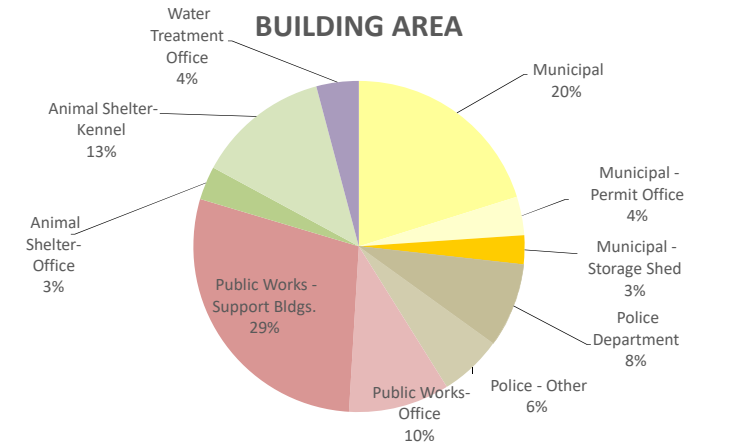


DASHBOARD 1

SUMMARY FACILITY STATISTICS AND BENCHMARKS

SPACE BY BUILDING

	EXTERNAL GROSS AREA	PERCENT	TYPE
Municipal	5,527	20%	Office
Municipal - Permit Office	1,028	4%	Trailer
Municipal - Storage Shed	780	3%	Storage
Police Department	2,240	8%	Retail
Police - Other	1,693	6%	Trailer
Public Works-Office	2,700	10%	Office
Public Works - Support Bldgs.	7,860	29%	Storage
Animal Shelter-Office	897	3%	Office
Animal Shelter-Kennel	3,549	13%	Office
Water Treatment Office	1,136	4%	Office
TOTAL	27,410	100%	



SPACE USE BENCHMARKS

BENCHMARKS	CITY OF WALKER	BENCH MARK	IFMA REF	PERFORMANCE/ VARIANCE
INTERIOR GROSS AREA PER PERSON	276	424	IFMA (1)	35%
OFFICES (% of Total Workplaces)	79%	32%	IFMA (2)	-47%
WORKPLACE VACANCY	0%	7%	IFMA (1)	100%
SPACE VACANCY (unoccupied area)	0%	4%	IFMA (1)	100%
STORAGE SPACE	3.0%	3.1%	IFMA (1)	3%
FILE/ RECORDS SPACE	0.0%	2.1%	IFMA (3)	NA
WORK ROOMS	1.5%	2.7%	IFMA (3)	44%
CONFERENCE ROOMS	1	3	IFMA (3)	67%

REFERENCES

- IFMA Space and Project Management Benchmarks, IFMA Research Report #34 International Facility Management Association, Houston, TX, 2010. Benchmarks for City/ County Sector
- IFMA Research Report # 34 Benchmark for all participants (No Data for City/ County)
- IFMA Research Report # 34 Benchmark for "Regional Offices." (No Data for City/ County)

KEY

- 26% or more Variance from Benchmark
- 10% - 25% Variance from Benchmark
- 10% or less Variance from Benchmark

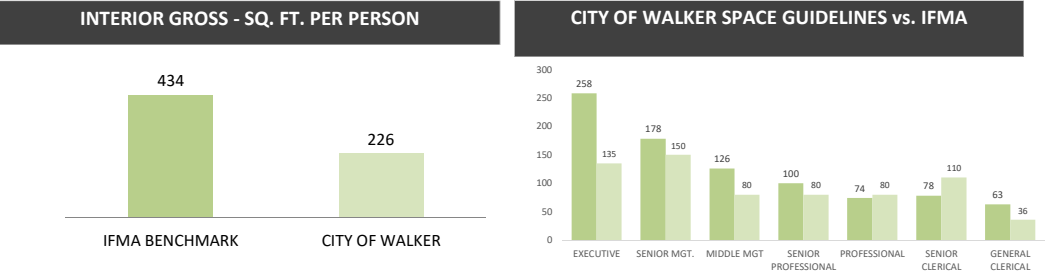
OFFICE - SEATED POPULATION BY DEPARTMENT AND LOCATION

	PEOPLE	MUNICIPAL	MUNICIPAL BLDG. TRAILER	POLICE	POLICE TRAILER	PUBLIC WORKS	ANIMAL CONTROL	SEWER PLANT OFFICE
PUBLIC WORKS	7					7		
INSPECTIONS AND PERMITS	4		4					
MAYOR'S COURT	4	4						
CHIEF OPERATING OFFICER	3	3						
MUNICIPAL CLERK	2	2						
PAYROLL/ HUMAN RESOURCES	2	2						
ANIMAL CONTROL	4						4	
BILLING	5	5						
POLICE	1			1				
MAYOR	1	1						
CITY ATTORNEY'S OFFICE	1	1						
FINANCE	2	2						
PARKS AND RECREATION	4					4		
TOTAL SEATED POPULATION	40	20	4	1	-	11	4	-

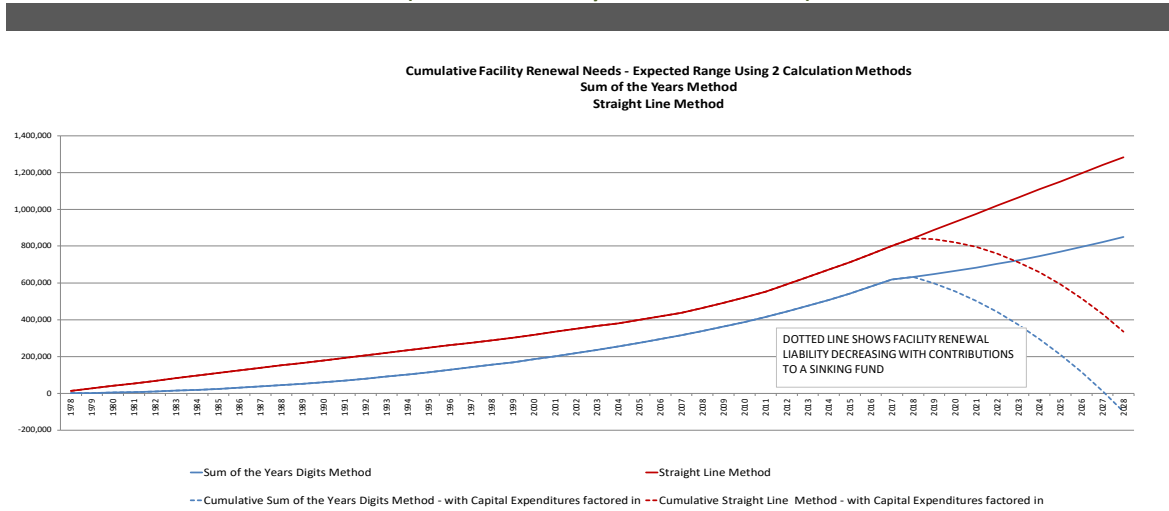
50% LIMIT CALCULATION

	SQUARE FEET	REPLACEMENT COST/ SQ. FT.	ESTIMATED REPLACEMENT VALUE	50% LIMIT	YEAR BUILT	PARKING
Municipal	5,527	\$150	\$829,050	\$414,525	1978	58
Municipal - Permit Office	1,028	\$180	\$185,040	\$92,520	2016	
Municipal - Storage Shed	780	\$100	\$78,000	\$39,000	2017	
Police Department	2,240	\$150	\$336,000	\$168,000	2005	20
Police - Other	1,693	\$180	\$304,740	\$152,370	2011	
Public Works-Office	2,700	\$130	\$351,000	\$175,500	2012	6
Public Works - Support Bldgs.	7,860	\$100	\$786,000	\$393,000	2008	44
Animal Shelter-Office	897	\$220	\$197,340	\$98,670	2009	4
Animal Shelter-Kennel	3,549	\$100	\$354,900	\$177,450	2009	2
Water Treatment Office	1,136	\$130	\$147,680	\$73,840	2000	10
TOTAL	27,410		\$3,569,750			144

SPACE USE BENCHMARKS



CUMULATIVE FACILITY RENEWAL NEEDS (Ref. Labarre Facility Renewal Cost Model)



THIS GRAPH SHOWS:

- THE GROWTH OF FACILITY RENEWAL LIABILITY OVER MULTIPLE YEARS
- HOW THAT LIABILITY CAN BE REDUCED WITH A SINKING FUND CONTRIBUTION OF \$50,000 THIS YEAR. IF THE CONTRIBUTION IS INCREASED BY \$ 10,000 PER YEAR, FOR 5 - 7 YEARS, THE FUND WILL BECOME FULLY FUNDED.

FACILITY RENEWAL SUMMARY

Cumulative Facility Renewal Needs	Current
Estimated using Sum of the Years Digit Method	\$581,299
Estimated using the Straight Line Method	\$878,613
Cumulative Facility Renewal Needs	In 10 Years
Estimated using Sum of the Years Digit Method	\$891,707
Estimated using the Straight Line Method	\$1,283,738
Current Facility Renewal Needs as a Percentage of Current Replacement Value	
Estimated using Sum of the Years Digit Method	14%
Estimated using the Straight Line Method	21%
Facility Renewal Needs as a Percentage of Current Replacement Value in 10 Years	
Estimated using Sum of the Years Digit Method	21%
Estimated using the Straight Line Method	30%

SQ. FT SHORTFALL - USING BENCHMARK SPACE STANDARDS

	SQ.FT. PER PERSON	PEOPLE	BENCHMARK AREA
SHOULD BE	434	29	12,586
CURRENT	191	29	5,527
SHORTFALL			7,059



DASHBOARD 2

DETAIL AREA CALCULATIONS

BUILDING	SQ. FT.	PARKING	ADDRESS	AGE	BUILDING TYPE
Municipal Building Site					
Municipal Building	5,527		10136 Florida Blvd.	40yrs - 1978	Office
Permit Office	1,028			2yrs - 2016	Trailer
File Storage - Seacan	780			1yr - 2017	Storage
Total	7,335	58			
Police Department Site					
Police Department	2,240		13179 Burgess Ave.	13yrs - 2005	Retail
Detective Office	1,033			7yrs - 2011	Trailer
Evidence - Metal Shed	340				Metal Shed
Evidence - Shipping Container	320				Shipping Container
Total	3,933	20			
Ball Park Rd.					
Public Works Office	2,700		13730 Ball Park Rd.	6yrs - 2012	Office
Mechanic Shop	1,710			10yrs - 2008	Storage
Purchasing Office	1,500			10yrs - 2009	Storage
City Vehicle Parking - Covered	4,351			10yrs - 2010	Storage
Satelite Tower Shed	299			10yrs - 2011	Storage
Animal Shelter	897		13740 Ball Park Rd.	9yrs - 2009	Office
Kennel	3,549			9yrs - 2009	Office
Total	15,006	50			
Wastewater Treatment Plant Site					
Wastewater Treatment Office	1,136		12923 Pleasant Ridge Dr.	18yrs - 2000	Office
Holding/Hauling Building	1,220				
Aeration 1	6,943				
Aeration 2	5,459				
Digester	796				
Blowers	477				
Headworks	599				
Disinfection Systems	652				
Total	17,282	10			



City of Walker, LA



FACILITY RENEWAL CALCULATIONS AND VALUE PROPOSITION

ACTUAL & PLANNED VS. PROJECTED CAPITAL EXPENDITURES

November 2018

INDEX

Introduction, Overview and Input of Assumptions	3
Summary of Cumulative Facility Renewal Needs by Year	4
Calculation -Sum of the Years Digits - Cumulative Facility Renewal Needs by Year	5
Calculation - Straight Line - Cumulative Facility Renewal Needs by Year	6
Recent and Planned Capital Expenditures for Facility Renewal	7

FACILITY RENEWAL OVERVIEW

Facility Renewal is the replacement of building and site systems that wear out over time. New carpet, chiller replacement and modernization of interiors all are part of renewal, while upgrades to systems like improved HVAC controls are not. Facility renewal plans serve as the building block for future capital budgets. Facility Renewal is often appropriately called "Recapitalization" or inappropriately called "Deferred Maintenance" because it is a Capital Expenditure, not an operating expense (Maintenance).

Facility Renewal needs are an important component in Strategic Facilities Planning because excessive renewal requirements compete with capital required to grow and support the enterprise and not addressing the need may result in extra, unplanned expenditures (i.e. repair of ceiling tiles, insulation, walls, carpet etc. due to a roof leak).

This model is a mathematical model based upon the concept that depreciation represents the "amount of a building that is used up each year." Two depreciation methods are considered:

- Straight line depreciation - i.e. a 40 year building "uses up" 2.5% of the replacement value each year
- Sum of the years digits depreciation

While depreciation is a calculation that allocates the original capital cost to the expense budget each year, facility renewal uses the replacement value of the building (less any building elements that don't wear out easily - like the foundation) as the basis for determining "what is used up" each year and is a general predictor of future recapitalization expenditures.

HOW TO USE THIS WORK BOOK

This model is an Excel Workbook with the following Worksheets:

- 1. Worksheet 1 Introduction and input data** - reflects the percent of the building systems that will require replacement (this is a seperate calculation) . For example, the original cost of the building includes a number of building systems that don't wear out (foundation, structure etc.) and work items that will not necessarily be required to be replaced (site work, general conditions overhead and profit to name a few). Other information pertinent to the current analysis is input in this spreadsheet
- 2. Summary Worksheet (No input)** - shows "Projected" summary cumulative facility renewal expenditures (for multiple buildings, if needed). Results are also shown graphically.
- 3. Sum of the years digits work sheet with Inputs** - actual Current Replacement Value of the building is input on a seperate lrow for the year of construction. The percentage of the building that will require "renewal" is entered (Current Replacement Value less portions of the building that will not require replacement = amount of the building that requires facility Renewal).
- 4. Straight line method work sheet** - similar process to item 3 above.
- 5. Expenditure Analysis Worksheet** - Shows Cumulative "Actual and Planned" vs. Sum of the Years Digits Model) . Annual Facility Renewal expenditures are shown graphically as are Actual vs. Planned expenditures.

Building Element Life Span

Reference: Problem Seeking by William Pena - Typical Cost Breakdown

Modified by Labarre Associates to reflect typical buildings in this study

Note: Percentages for some buildings in analysis have been modified to reflect their construction method or were changed to reflect Pay Applications.

	Approx % of Total	Life Cycle years	Does This System Require Replacement?	Percent to be used in calculating Renewal
Excavation/ Foundation/ Structure	18.0%	NA	No	0.0%
Perimeter Walls (inlcuding doors/windows)	10.0%	50	Sometimes	3.0%
Interior Finishes	4.0%	10	Yes	4.0%
Roof	2.0%	20	Yes	2.0%
Other General Construction	8.5%	20	Yes	8.5%
Specialties	3.0%	10	Yes	3.0%
Equipment & Casework	3.0%	10	Yes	3.0%
Plumbing	6.5%	30	Yes	4.0%
HVAC/ Sprinklers/ Fire Alarm	21.0%	30	Yes	18.0%
Electrical	13.0%	30	Yes	9.0%
General Const. OH/ Profit/ Fees	11.0%	NA	No	0.0%
Total	100%			54.5%
Round to:				55%

Replacement Guide

Source FMDDataCom	
Roofs	15-30 Years (depending on materials and climate)
Elec. Distribution Equip.	20-50 years
HVAC	
Air Handlers	8-20 Years
Compressors	12-20 Years
Chillers	12-20 Years
Boilers (Cast Iron)	20-25 Years
Boilers (Steel)	40-60 Years
Boilers (Burners)	15-20 Years
Paving	10-15 Years
Building Control Systems	12 Years (obsolescence almost always precedes failure)

These elements should be updated for each building type to determine the Facility Renewal Needs

INPUT DATA FOR SUBSEQUENT WORKSHEETS

COMPANY NAME

City of Walker, LA

Building Replacement Value

See individual inputs

Percent Renewal (Typical)

55%

vs. replacement value

Facility Life

40

years

Current year

2018

This formula corresponds to the 'sum of the years' depreciation method that is used in accounting with the exception that highest values are used as the building ages.

This formula corresponds to the 'sum of the years' depreciation method that is used in accounting with the exception that highest values are used as the building ages.

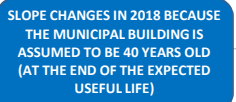
Cumulative Facility Renewal Needs - Expected Range Using 2 Calculation Methods

	Sum of the Years Method	Straight Line Method
2020	100	100
2021	200	100
2022	300	100
2023	400	100
2024	500	100
2025	600	100
2026	700	100
2027	800	100
2028	900	100
2029	1,000	100
2030	1,100	100
2031	1,200	100
2032	1,300	100
2033	1,400	100
2034	1,500	100
2035	1,600	100
2036	1,700	100
2037	1,800	100
2038	1,900	100
2039	2,000	100
2040	2,100	100
2041	2,200	100
2042	2,300	100
2043	2,400	100
2044	2,500	100
2045	2,600	100
2046	2,700	100
2047	2,800	100
2048	2,900	100
2049	3,000	100
2050	3,100	100
2051	3,200	100
2052	3,300	100
2053	3,400	100
2054	3,500	100
2055	3,600	100
2056	3,700	100
2057	3,800	100
2058	3,900	100
2059	4,000	100
2060	4,100	100
2061	4,200	100
2062	4,300	100
2063	4,400	100
2064	4,500	100
2065	4,600	100
2066	4,700	100
2067	4,800	100
2068	4,900	100
2069	5,000	100
2070	5,100	100
2071	5,200	100
2072	5,300	100
2073	5,400	100
2074	5,500	100
2075	5,600	100
2076	5,700	100
2077	5,800	100
2078	5,900	100
2079	6,000	100
2080	6,100	100
2081	6,200	100
2082	6,300	100
2083	6,400	100
2084	6,500	100
2085	6,600	100
2086	6,700	100
2087	6,800	100
2088	6,900	100
2089	7,000	100
2090	7,100	100
2091	7,200	100
2092	7,300	100
2093	7,400	100
2094	7,500	100
2095	7,600	100
2096	7,700	100
2097	7,800	100
2098	7,900	100
2099	8,000	100
2100	8,100	100
2101	8,200	100
2102	8,300	100
2103	8,400	100
2104	8,500	100
2105	8,600	100
2106	8,700	100
2107	8,800	100
2108	8,900	100
2109	9,000	100
2110	9,100	100
2111	9,200	100
2112	9,300	100
2113	9,400	100
2114	9,500	100
2115	9,600	100
2116	9,700	100
2117	9,800	100
2118	9,900	100
2119	10,000	100
2120	10,100	100
2121	10,200	100
2122	10,300	100
2123	10,400	100
2124	10,500	100
2125	10,600	100
2126	10,700	100
2127	10,800	100
2128	10,900	100
2129	11,000	100
2130	11,100	100
2131	11,200	100
2132	11,300	100
2133	11,400	100
2134	11,500	100
2135	11,600	100
2136	11,700	100
2137	11,800	100
2138	11,900	100
2139	12,000	100
2140	12,100	100
2141	12,200	100
2142	12,300	100
2143	12,400	100
2144	12,500	100
2145	12,600	100
2146	12,700	100
2147	12,800	100
2148	12,900	100
2149	13,000	100

Facility Renewal Needs as a Percentage of Current Replacement Value in 10 Years	
Estimated using Sum of the Years Digit Method	21%
Estimated using the Straight Line Method	30%

How will cumulative Facility Renewal Needs change with Anticipated Capital Expenditures
Spend \$50,000 per year on Renewal starting now and increase by \$10,000 per year

Cumulative Facility Renewal Needs	In 10 Years
Estimated using Sum of the Years Digit Method	-\$58,293
Estimated using the Straight Line Method	\$333,738



DASHED LINES SHOW HOW CUMULATIVE TOTAL DECREASES WITH PLANNED CAPITAL EXPENDITURES

CALCULATION OF APPROXIMATE NEEDS USING THE SUM OF THE YEARS DIGITS METHOD

CALCULATION OF APPROXIMATE NEEDS USING THE STRAIGHT LINE METHOD

[illegible]



Item	2013	2014	2015	2016	2017	2018	2019 1	2020 2	2021 3	2022 4	2023 5	2024 6	2025 7	2026 8	2027 9	2028 10	Total
------	------	------	------	------	------	------	-----------	-----------	-----------	-----------	-----------	-----------	-----------	-----------	-----------	------------	-------

CAPITAL EXPENDITURE SUMMARY BY YEAR
Expenditures for Facility Renewal

PAST FACILITY RENEWAL CAPITAL EXPENDITURES

Equipment						
Renovation						
Repair						
Facility Renewal Expenditures by Year	-	-	-	-	-	

FUTURE FACILITY RENEWAL EXPENDITURES

Increase increment 10000

1. Municipal Building Renovation																	-
2. Facility Renewal - Annual Budget			50,000	60,000	70,000	80,000	90,000	100,000	110,000	120,000	130,000	140,000					950,000
3.																	-
4.																	-
5.																	-
6.																	-
7.																	-
8.																	-
9.																	-
10.																	-
11.																	-
12.																	-
13.																	-
14.																	-
15.																	-
16.																	-
17.																	-
18.																	-
19.																	
20																	
21																	-
TOTAL FOR PLANNED PROJECTS	-		50,000	60,000	70,000	80,000	90,000	100,000	110,000	120,000	130,000	140,000					950,000
ACTUAL FACILITY RENEWAL INVESTMENT - By Year	-	50,000	60,000	70,000	80,000	90,000	100,000	110,000	120,000	130,000	140,000						
REVISED FUTURE - CUMULATIVE FACILITY RENEWAL	-	50,000	110,000	180,000	260,000	350,000	450,000	560,000	680,000	810,000	950,000						

NOTES
1. Ref. "Sum" Worksheet for the calculation used in this estimate

Section 4





Date of this Report: 2018

2018 FACILITY ASSESSMENT

SUMMARY AND ANALYSIS

MUNICIPAL BUILDING

POLICE DEPARTMENT

WASTERWATER TREATMENT FACILITY (OFFICE ONLY)

ANIMAL SHELTER

PUBLIC WORKS

Facility Assessment for Select Facilities





City of Walker

FACILITY CONDITION ASSESSMENT

2018

ASSESSMENT Average Scores

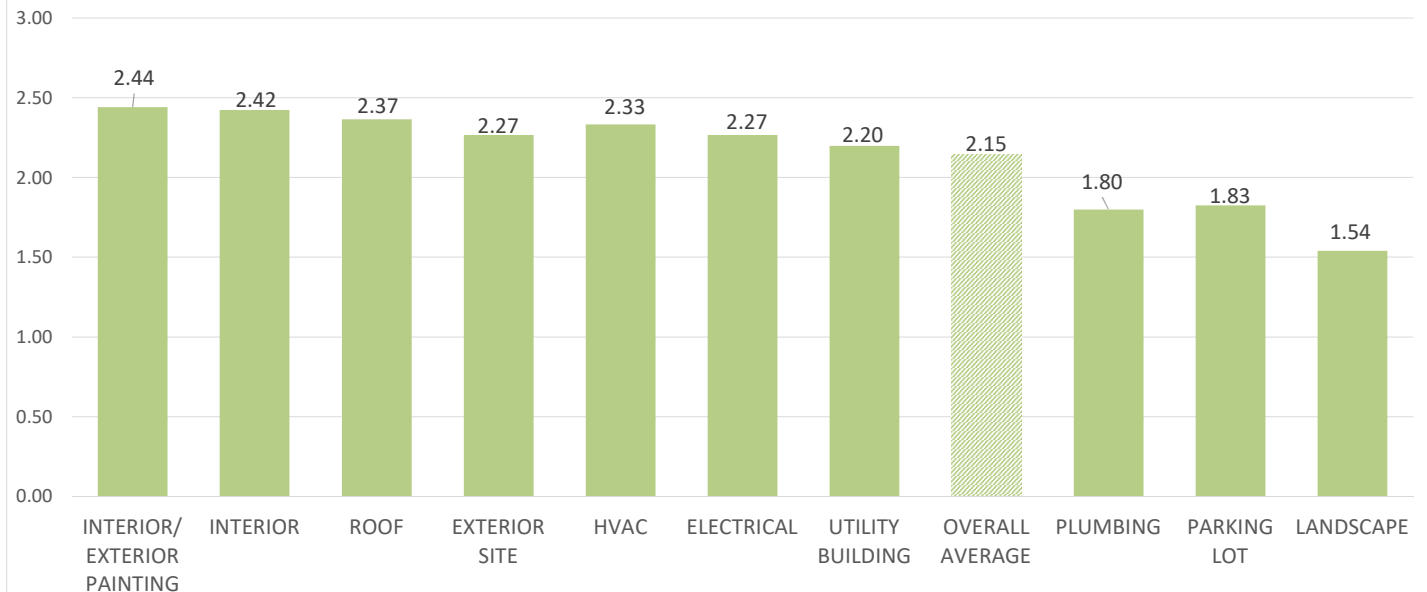
			INTERIOR	HVAC	ELECTRICAL	PLUMBING	EXTERIOR SITE	ROOF	PARKING LOT	INTERIOR/ EXTERIOR PAINTING	LANDS CAPE	UTILITY BUILDING
Summary												
Municipal Building	1.92		2.05	2.00	1.33	1.00	1.95	2.43	1.63	2.46	1.40	3.00
Police Department	2.36		2.88	2.67	3.00	1.00	2.43	2.40	2.50	2.75	2.00	2.00
Sewer Treatment*	2.07		2.24	2.00	2.00	2.00	2.50	2.00	2.00	2.00	2.00	2.00
Animal Shelter	1.70		2.00	2.00	2.00	2.00	2.00	2.00	1.00	2.00	-	2.00
Public Works	2.67		2.96	3.00	3.00	3.00	2.45	3.00	2.00	3.00	2.30	2.00
TOTAL	-	2.15	2.42	2.33	2.27	1.80	2.27	2.37	1.83	2.44	1.54	2.20

Notes:

* Only the office area of the sewer treatment plant is assessed.

KEY		
GOOD	3	In new or near new condition
ADEQUATE	2	Functional, but appearance somewhat worn
POOR	1	Requires Attention

FACILITY CONDITION SCORES - USING "1-2-3 ASSESSMENT"
AVERAGE FOR ALL FACILITIES





City of Walker

FACILITY CONDITION ASSESSMENT

2018

MUNICIPAL BUILDING

FACILITY	EXT GROSS AREA	TOTAL AVG.	INTERIOR	HVAC	ELECTRICAL	PLUMBING	EXTERIOR SITE	ROOF	PARKING LOT	INTERIOR/ EXTERIOR PAINTING	LANDSCAPE	UTILITY BUILDING
10136 Florida Boulevard		1.92	2.05	2.00	1.33	1.00	1.95	2.43	1.63	2.46	1.40	3.00
		1.85	average of each individual item - equal weight									

KEY

GOOD	3	In new or near new condition
ADEQUATE	2	Functional, but appearance somewhat worn
POOR	1	Requires Attention - Explain

Photos



GENERAL COMMENTS

The building is more than 40 years old and has been well maintained, with periodic upgrades and renovations over the years. There are a number of different ceiling systems, floor surfaces, door types and trim that are representative of each renovation. The roof was replaced two years ago and is in good shape.

Generally speaking, the building is in adequate condition. The dated appearance of the building is not a concern of the Condition Assessment. This report evaluates the adequacy of materials in place without consideration of function obsolescence or style.



City of Walker

FACILITY CONDITION ASSESSMENT

2018

MUNICIPAL BUILDING

INTERIOR

ITEM	Score	Remarks
1 Exterior Doors	2	
2 Interior Doors	2	
3 Closers	2	
4 Hardware	2	
5 Storefront	2	
6 Walk-Off Mats	2	
7 Feature Ceiling		Some areas are at the end of their useful life
8 Acoustical Tile Ceiling	1.5	
9 Feature Lights		
10 Fluorescent Lights	2	
11 Exit Lighting	2	
12 Switches	2	
13 Lobby Hard Surface	2	While the windows are not failing, they are at the end of their useful life.
14 Lobby Carpet		
15 Lobby Display Cases		
16 Lobby Signage		
17		
18 General Carpet	2	
19 General Hard Surfaces	3	
20 Windows	1.5	
21 Decals		
22 Window Sills	2	
23 Counter Surfaces	2	
24 Baseboard	2	
25		
26 Rest Room Accessories	2	
27 Floor Drains	2	
28 Break Room Appliances	3	All are new with the exception of the ice machine
AVERAGE	2.05	

HVAC

ITEM	Score	Remarks
1 Diffusers	2	There is a mixture of new and old units
2 Air intakes	2	
3 Ductwork	2	
4 Interior Unit	2	
5 Exterior Unit	2	
6 Controls	2	
AVERAGE	2.00	

ELECTRICAL

ITEM	Score	Remarks
1 Electrical system	1	3 = 1-7 years old, 2=7-15 years old, 1=more than 16 years old Wiring is at the end of its expected useful life
2 Specific Items for Renewal	1	
3		
4		
5 Emergency Generator	2	3 = 1-7 years old, 2=7-15 years old, 1=more than 16 years old
AVERAGE	1.33	

PLUMBING

ITEM	Score	Remarks
------	-------	---------



City of Walker

FACILITY CONDITION ASSESSMENT

2018

MUNICIPAL BUILDING

1	Plumbing System	1
2	Specific Items for Renewal	
3		
4		
5		
6		
7		
AVERAGE		1.00

3 = 1-10 years old, 2=10-25 years old, 1=more than 26 years old

EXTERIOR/ SITE

ITEM	Score	Remarks
1	Façade	2
2	Thresholds	2
3	Overhang/ Canopy	2
4	Windows	1.5
5	Building Signage	2
6	Site Lighting	2
7	Site Signage	
8	Site Signage (Directional)	
9	Fence	
10	Retaining Wall	
11	Parking Lot Lighting	2
12	Building Lighting (Exterior)	2
13	Equipment surrounds	2
14	Emergency Generator surround	
15	Dumpster Surround	
16	Site Flood Resistance	2
AVERAGE		1.95

Mounted on telephone pole

ROOF

ITEM	Score	Remarks
1	Roof Membrane or Shingles	3
2	Flashing	3
3	Underlayment	
4	Decking	
5	Hips & Ridges	3
6	Fascia	2
7	Soffit	2
8	Drip Edge	2
9	Vents	2
10	Gutters & Downspouts	
11	Skylights	
AVERAGE		2.43

Did not visually inspect
Did not visually inspect

PARKING LOT

ITEM	Score	Remarks
1	Surface	1.5
2	Curbs	2
3	Parking Blocks	2
4	Striping	1
5	Directional signs	
AVERAGE		1.63

INTERIOR/ EXTERIOR PAINTING

ITEM	Score	Remarks
1	Lobby	2



City of Walker

FACILITY CONDITION ASSESSMENT

2018

MUNICIPAL BUILDING

2	Customer Area	2
3	Work Areas	2
4	Offices	2
5	Break Room	2
6	Back of Office	2
7	Rest Rooms	2
8		
9	Exterior Stucco	
10	Exterior Brick/ Masonry	3
11	Drive Thru	3
12	Fascia & Soffits	3
13	Siding	3
14	Exterior Metal	3
15	Light Poles	3

AVERAGE

2.46

LANDSCAPE

ITEM	Score	Remarks
1	Grass	2
2	Catch Basins	
3	Retaining Walls	
4	Mulch Beds, Flowers and Shrubs	1
5	Trash Containers	1
6	Shrubs	1
7	Trees	2
8		
AVERAGE	1.40	

UTILITY BUILDING

ITEM	Score	Remarks
1	Roof	3
2	Exterior Siding	3
3	Doors & Windows	
4	Interiors	
5	Fence	
AVERAGE	3.00	



City of Walker

FACILITY CONDITION ASSESSMENT

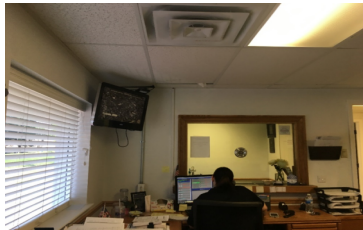
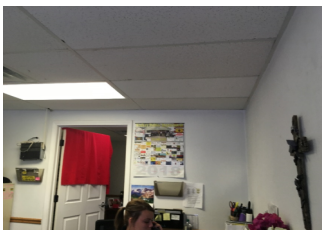
2018

POLICE DEPARTMENT

FACILITY	EXT GROSS AREA	TOTAL AVG.	INTERIOR	HVAC	ELECTRICAL	PLUMBING	EXTERIOR SITE	ROOF	PARKING LOT	INT / EXT PAINTING	LANDSCAPE	UTILITY BUILDING	FLOOD RESISTANCE
13179 Burgess Ave		2.24	2.88	2.67	3.00	1.00	2.43	2.40	2.50	2.75	2.00	2.00	1.00
		2.17	average of each individual item - equal weight										

KEY		
GOOD	3	In new or near new condition
ADEQUATE	2	Functional, but appearance somewhat worn
POOR	1	Requires Attention - Explain

Photos



GENERAL COMMENTS

The building has been renovated within the last 5 years. Consequently, most facility issues were addressed during the renovation. The building however, continues to provide inadequate space, but this issue is not addressed in this assessment



City of Walker

FACILITY CONDITION ASSESSMENT

2018

POLICE DEPARTMENT

INTERIOR

ITEM		Score	Remarks
1	Exterior Doors	3	
2	Interior Doors	3	
3	Closers	3	
4	Hardware	3	
5	Storefront		
6	Walk-Off Mats		
7	Feature Ceiling		
8	Acoustical Tile Ceiling	3	
9	Feature Lights		
10	Fluorescent Lights	3	
11	Exit Lighting		
12	Switches	3	
13	Lobby Hard Surface	3	
14	Lobby Carpet		
15	Lobby Display Cases		
16	Lobby Signage		
17	Interior Doors	3	
18	General Carpet		
19	General Hard Surfaces	3	
20	Windows	2	
21	Decals		
22	Window Sills		
23	Counter Surfaces		
24	Baseboard	3	
25	Plumbing Fixtures	3	
26	Rest Room Accessories	3	
27	Floor Drains	2	
28	Break Room Appliances	3	
AVERAGE		2.88	

HVAC

ITEM		Score	Remarks
1	Diffusers	3	
2	Air intakes	3	
3	Ductwork	3	
4	Interior Unit	2	
5	Exterior Unit	3	
6	Controls	2	
AVERAGE		2.67	

ELECTRICAL

ITEM		Score	Remarks
1	Electrical system	3	3 = 1-7 years old, 2=7-15 years old, 1=more than 16 years old
2	Specific Items for Renewal		
3			
4			3 = 1-7 years old, 2=7-15 years old, 1=more than 16 years old
5	Emergency Generator	3	



City of Walker

FACILITY CONDITION ASSESSMENT

2018

POLICE DEPARTMENT

AVERAGE

3.00

PLUMBING

ITEM	Score	Remarks
1 Plumbing System	1	3 = 1-10 years old, 2=10-25 years old, 1=more than 26 years old
2 Specific Items for Renewal		
3		
4		
5		
6		
AVERAGE	1.00	

EXTERIOR/ SITE

ITEM	Score	Remarks
1 Façade	3	
2 Thresholds	3	
3 Overhang/ Canopy		
4 Windows	2	
5 Building Signage	3	
6 Site Lighting	2	
7 Site Signage		
8 Site Signage (Directional)		
9 Fence	2	
10 Retaining Wall		
11 Parking Lot Lighting	2	
12 Building Lighting (Exterior)		
13 Equipment surrounds		
14 Emergency Generator surround		
15 Dumpster Surround		
16		
AVERAGE	2.43	

ROOF

ITEM	Score	Remarks
1 Roof Membrane or Shingles	3	
2 Flashing	3	
3 Underlayment		
4 Decking		
5 Hips & Ridges		
6 Fascia	2	
7 Soffit		
8 Drip Edge	2	
9 Vents		
10 Gutters & Downspouts	2	
11 Skylights		
AVERAGE	2.40	

PARKING LOT

ITEM	Score	Remarks
1 Surface	3	
2 Curbs		
3 Parking Blocks		
4 Striping	2	



City of Walker

FACILITY CONDITION ASSESSMENT

2018

POLICE DEPARTMENT

5	Directional signs	
AVERAGE		2.50

INTERIOR/ EXTERIOR PAINTING

ITEM	Score	Remarks
1	Lobby	3
2	Customer Area	
3	Work Areas	3
4	Offices	3
5	Break Room	3
6	Back of Office	3
7	Rest Rooms	3
8		
9	Exterior Stucco	
10	Exterior Brick	
11		
12	Fascia & Soffits	
13	Siding	2
14	Exterior Metal	2
15	Light Poles	
AVERAGE		2.75

LANDSCAPE

ITEM	Score	Remarks
1	Grass	2
2	Catch Basins	
3	Retaining Walls	
4	Mulch Beds, Flowers and Shrubs	
5	Trash Containers	2
6	Shrubs	2
7	Trees	2
8		
AVERAGE		2.00

UTILITY BUILDING

ITEM	Score	Remarks
1	Roof	2
2	Exterior Siding	2
3	Doors & Windows	2
4	Interiors	2
5	Fence	
AVERAGE		2.00

Resiliency

ITEM	Score	Remarks
1	Site Flood Resistance	1
		Repeated flooding on site
AVERAGE		1.00



City of Walker

FACILITY CONDITION ASSESSMENT

2018

SEWER TREATMENT PLANT (OFFICE ONLY)

FACILITY	EXT GROSS AREA	TOTAL AVG.	INTERIOR	HVAC	ELECTRICAL	PLUMBING	EXTERIOR SITE	ROOF	PARKING LOT	INTERIOR/ EXTERIOR PAINTING	LANDSCAPE	UTILITY BUILDING
		2.07	2.24	2.00	2.00	2.00	2.50	2.00	2.00	2.00	2.00	2.00
		1.85	average of each individual item - equal weight									

KEY		
GOOD	3	In new or near new condition
ADEQUATE	2	Functional, but appearance somewhat worn
POOR	1	Requires Attention - Explain

Photos



GENERAL COMMENTS

The building is fairly new and in good/ acceptable shape.



City of Walker

FACILITY CONDITION ASSESSMENT

2018

SEWER TREATMENT PLANT (OFFICE ONLY)

INTERIOR

ITEM		Score	Remarks
1	Exterior Doors	2	
2	Interior Doors	2	
3	Closers	2	
4	Hardware	2	
5	Storefront		
6	Walk-Off Mats	2	
7	Feature Ceiling		
8	Acoustical Tile Ceiling	2	
9	Feature Lights		
10	Fluorescent Lights	2	
11	Exit Lighting		
12	Switches	2	
13	Lobby Hard Surface	2	
14	Lobby Carpet		
15	Lobby Display Cases		
16	Lobby Signage		
17	Interior Doors	2	
18	General Carpet		
19	General Hard Surfaces	2	
20	Windows	3	
21	Decals		
22	Window Sills	3	
23	Counter Surfaces		
24	Baseboard		
25	Plumbing Fixtures	3	
26	Rest Room Accessories	3	
27	Floor Drains	2	
28	Break Room Appliances	2	
AVERAGE		2.24	

HVAC

ITEM		Score	Remarks
1	Diffusers	2	
2	Air intakes	2	
3	Ductwork	2	
4	Interior Unit	2	
5	Exterior Unit	2	
6	Controls	2	
AVERAGE		2.00	

ELECTRICAL

ITEM		Score	Remarks
1	Electrical system	2	3 = 1-7 years old, 2=7-15 years old, 1=more than 16 years old
2	Specific Items for Renewal		
3			
4			
5	Emergency Generator	2	3 = 1-7 years old, 2=7-15 years old, 1=more than 16 years old



City of Walker

FACILITY CONDITION ASSESSMENT

2018

SEWER TREATMENT PLANT (OFFICE ONLY)

AVERAGE	2.00
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PLUMBING

ITEM	Score	Remarks
1 Plumbing System	2	3 = 1-10 years old, 2=10-25 years old, 1=more than 26 years old
2 Specific Items for Renewal		
3		
4		
5		
6		
AVERAGE	2.00	

EXTERIOR/ SITE

ITEM	Score	Remarks
1 Façade	3	
2 Thresholds	3	
3 Overhang/ Canopy		
4 Windows	3	
5 Building Signage		
6 Site Lighting	2	
7 Site Signage		
8 Site Signage (Directional)		
9 Fence	3	
10 Retaining Wall		
11 Parking Lot Lighting	2	
12 Building Lighting (Exterior)	2	
13 Equipment surrounds		
14 Emergency Generator surround		
15 Dumpster Surround	2	
16		
AVERAGE	2.50	

ROOF

ITEM	Score	Remarks
1 Roof Membrane or Shingles	2	
2 Flashing	2	
3 Underlayment		
4 Decking		
5 Hips & Ridges		
6 Fascia		
7 Soffit		
8 Drip Edge	2	
9 Vents	2	
10 Gutters & Downspouts	2	
11 Skylights		
AVERAGE	2.00	

PARKING LOT

ITEM	Score	Remarks
1 Surface	2	
2 Curbs	2	
3 Parking Blocks		
4 Striping	2	



City of Walker

FACILITY CONDITION ASSESSMENT

2018

SEWER TREATMENT PLANT (OFFICE ONLY)

5	Directional signs	
AVERAGE		2.00

INTERIOR/ EXTERIOR PAINTING

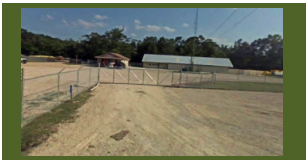
ITEM	Score	Remarks
1	Lobby	2
2	Customer Area	
3	Work Areas	2
4	Offices	2
5	Break Room	2
6	Back of Office	2
7	Rest Rooms	2
8		
9	Exterior Stucco	
10	Exterior Brick	
11		
12	Fascia & Soffits	2
13	Siding	2
14	Exterior Metal	2
15	Light Poles	
AVERAGE		2.00

LANDSCAPE

ITEM	Score	Remarks
1	Grass	2
2	Catch Basins	
3	Retaining Walls	
4	Mulch Beds, Flowers and Shrubs	
5	Trash Containers	2
6	Shrubs	2
7	Trees	2
8		
AVERAGE		2.00

UTILITY BUILDING

ITEM	Score	Remarks
1	Roof	2
2	Exterior Siding	2
3	Doors & Windows	
4	Interiors	2
5	Fence	2
AVERAGE		2.00



City of Walker

FACILITY CONDITION ASSESSMENT

2018

ANIMAL SHELTER

FACILITY	EXT GROSS AREA	TOTAL AVG.	INTERIOR	HVAC	ELECTRICAL	PLUMBING	EXTERIOR SITE	ROOF	PARKING LOT	INTERIOR/ EXTERIOR PAINTING	LANDSCAPE	UTILITY BUILDING
13740 Ball Park Rd		1.89	2.00	2.00	2.00	2.00	2.00	2.00	1.00	2.00		2.00
		1.67	average of each individual item - equal weight									

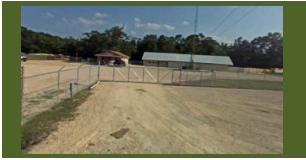
KEY		
GOOD	3	In new or near new condition
ADEQUATE	2	Functional, but appearance somewhat worn
POOR	1	Requires Attention - Explain

Photos



GENERAL COMMENTS

The building is in adequate condition with no major repairs anticipated.



City of Walker

FACILITY CONDITION ASSESSMENT

2018

ANIMAL SHELTER

INTERIOR

ITEM		Score	Remarks
1	Exterior Doors	2	
2	Interior Doors	2	
3	Closers		
4	Hardware	2	
5	Storefront		
6	Walk-Off Mats		
7	Feature Ceiling		
8	Acoustical Tile Ceiling		
9	Feature Lights		
10	Fluorescent Lights	2	
11	Exit Lighting		
12	Switches	2	
13	Lobby Hard Surface	2	
14	Lobby Carpet		
15	Lobby Display Cases		
16	Lobby Signage		
17	Interior Doors	2	
18	General Carpet		
19	General Hard Surfaces	2	
20	Windows	2	
21	Decals		
22	Window Sills	2	
23	Counter Surfaces		
24	Baseboard	2	
25	Plumbing Fixtures	2	
26	Rest Room Accessories	2	
27	Floor Drains	2	
28	Break Room Appliances	2	
AVERAGE		2.00	

HVAC

ITEM		Score	Remarks
1	Diffusers	2	
2	Air intakes	2	
3	Ductwork	2	
4	Interior Unit	2	
5	Exterior Unit	2	
6	Controls	2	
AVERAGE		2.00	

ELECTRICAL

ITEM		Score	Remarks
1	Electrical system	2	3 = 1-7 years old, 2=7-15 years old, 1=more than 16 years old
2	Specific Items for Renewal		
3			
4			
5	Emergency Generator	2	3 = 1-7 years old, 2=7-15 years old, 1=more than 16 years old



City of Walker

FACILITY CONDITION ASSESSMENT

2018

ANIMAL SHELTER

AVERAGE

2.00

PLUMBING

ITEM	Score	Remarks
1 Plumbing System	2	3 = 1-10 years old, 2=10-25 years old, 1=more than 26 years old
2 Specific Items for Renewal		
3		
4		
5		
6		
7		
AVERAGE	2.00	

EXTERIOR/ SITE

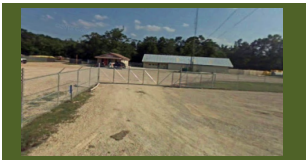
ITEM	Score	Remarks
1 Façade	2	
2 Thresholds	2	
3 Overhang/ Canopy	2	
4 Windows	2	
5 Building Signage		
6 Site Lighting		
7 Site Signage		
8 Site Signage (Directional)		
9 Fence	2	
10 Retaining Wall		
11 Parking Lot Lighting	2	
12 Building Lighting (Exterior)		
13 Equipment surrounds		
14 Emergency Generator surround		
15 Dumpster Surround		
16		
AVERAGE	2.00	

ROOF

ITEM	Score	Remarks
1 Roof Membrane or Shingles	2	
2 Flashing	2	
3 Underlayment		
4 Decking		
5 Hips & Ridges	2	
6 Fascia	2	
7 Soffit	2	
8 Drip Edge	2	
9 Vents	2	
10 Gutters & Downspouts	2	
11 Skylights		
AVERAGE	2.00	

PARKING LOT

ITEM	Score	Remarks
1 Surface	1	Gravel Parking Lot
2 Curbs		
3 Parking Blocks		



City of Walker

FACILITY CONDITION ASSESSMENT

2018

ANIMAL SHELTER

4	Striping	
5	Directional signs	
AVERAGE		1.00

INTERIOR/ EXTERIOR PAINTING

ITEM		Score	Remarks
1	Lobby	2	
2	Customer Area	2	
3	Work Areas	2	
4	Offices	2	
5	Break Room	2	
6	Back of Office	2	
7	Rest Rooms	2	
8			
9	Exterior Stucco		
10	Exterior Brick		
11	Drive Thru		
12	Fascia & Soffits	2	
13	Siding	2	
14	Exterior Metal	2	
15	Light Poles		
AVERAGE		2.00	

LANDSCAPE

ITEM		Score	Remarks
1	Grass		
2	Catch Basins		
3	Retaining Walls		
4	Mulch Beds, Flowers and Shrubs		
5	Trash Containers		
6	Shrubs		
7	Trees		
8			
AVERAGE			

UTILITY BUILDING

ITEM		Score	Remarks
1	Roof	2	
2	Exterior Siding	2	
3	Doors & Windows	2	
4	Interiors	2	
5	Fence	2	
AVERAGE		2.00	



City of Walker

FACILITY CONDITION ASSESSMENT

2018

DEPARTMENT OF PUBLIC WORKS

FACILITY	EXT GROSS AREA	TOTAL AVG.	INTERIOR	HVAC	ELECTRICAL	PLUMBING	EXTERIOR SITE	ROOF	PARKING LOT	INTERIOR/ EXTERIOR PAINTING	LANDSCAPE	UTILITY BUILDING
13740 Ball Park Rd		2.67	2.96	3.00	3.00	3.00	2.45	3.00	2.00	3.00	2.30	2.00
		2.44	average of each individual item - equal weight									

KEY		
GOOD	3	In new or near new condition
ADEQUATE	2	Functional, but appearance somewhat worn
POOR	1	Requires Attention - Explain

Photos



GENERAL COMMENTS

The Public Works building is relatively new and in excellent condition. Support buildings are in acceptable condition.



City of Walker

FACILITY CONDITION ASSESSMENT

2018

DEPARTMENT OF PUBLIC WORKS

INTERIOR

ITEM		Score	Capital	Maint	Remarks
1	Exterior Doors		3		
2	Interior Doors		3		
3	Closers		3		
4	Hardware		3		
5	Storefront		3		
6	Walk-Off Mats		2		
7	Feature Ceiling				
8	Acoustical Tile Ceiling		3		
9	Feature Lights				
10	Fluorescent Lights		3		
11	Exit Lighting		3		
12	Switches		3		
13	Lobby Hard Surface		3		
14	Lobby Carpet		3		
15	Lobby Display Cases		3		
16	Lobby Signage		3		
17	Interior Doors		3		
18	General Carpet		3		
19	General Hard Surfaces		3		
20	Windows		3		
21	Decals		3		
22	Window Sills		3		
23	Counter Surfaces				
24	Baseboard		3		
25	Plumbing Fixtures		3		
26	Rest Room Accessories		3		
27	Floor Drains		3		
28	Break Room Appliances		3		
AVERAGE			2.96		

HVAC

ITEM		Score	Remarks
1	Diffusers	3	
2	Air intakes	3	
3	Ductwork	3	
4	Interior Unit	3	
5	Exterior Unit	3	
6	Controls	3	
AVERAGE		3.00	

ELECTRICAL

ITEM		Score	Remarks
1	Electrical system	3	3 = 1-7 years old, 2=7-15 years old, 1=more than 16 years old
2	Specific Items for Renewal		
3			
4			3 = 1-7 years old, 2=7-15 years old, 1=more than 16 years old
5	Emergency Generator		



City of Walker

FACILITY CONDITION ASSESSMENT

2018

DEPARTMENT OF PUBLIC WORKS

AVERAGE	3.00
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PLUMBING

ITEM	Score	Remarks
1 Plumbing System	3	3 = 1-10 years old, 2=10-25 years old, 1=more than 26 years old
2 Specific Items for Renewal		
3		
4		
5		
6		
AVERAGE	3.00	

EXTERIOR/ SITE

ITEM	Score	Remarks
1 Façade	3	
2 Thresholds	3	
3 Overhang/ Canopy		
4 Windows	3	
5 Building Signage	2	
6 Site Lighting	2	
7 Site Signage		
8 Site Signage (Directional)		
9 Fence	2	
10 Retaining Wall	2	
11 Parking Lot Lighting	3	
12 Building Lighting (Exterior)	3	
13 Equipment surrounds	2	
14 Emergency Generator surround		
15 Dumpster Surround	2	
16		
AVERAGE	2.45	

ROOF

ITEM	Score	Remarks
1 Roof Membrane or Shingles	3	
2 Flashing	3	
3 Underlayment		
4 Decking		
5 Hips & Ridges		
6 Fascia	3	
7 Soffit	3	
8 Drip Edge	3	
9 Vents	3	
10 Gutters & Downspouts	3	
11 Skylights		
AVERAGE	3.00	

PARKING LOT

ITEM	Score	Remarks
1 Surface	1	Need more parking. Combination of concrete adjacent Public Works and gravel in yard.
2 Curbs		
3 Parking Blocks		
4 Striping	3	



City of Walker

FACILITY CONDITION ASSESSMENT

2018

DEPARTMENT OF PUBLIC WORKS

5	Directional signs	
AVERAGE		2.00

INTERIOR/ EXTERIOR PAINTING

ITEM		Score	Remarks
1	Lobby	3	
2	Customer Area	3	
3	Work Areas	3	
4	Offices	3	
5	Break Room	3	
6	Back of Office	3	
7	Rest Rooms	3	
8			
9	Exterior Stucco		
10	Exterior Brick		
11	Drive Thru		
12	Fascia & Soffits	3	
13	Siding	3	
14	Exterior Metal	3	
15	Light Poles		
AVERAGE		3.00	

LANDSCAPE

ITEM		Score	Remarks
1	Grass	2.5	
2	Catch Basins		
3	Retaining Walls		
4	Mulch Beds, Flowers and Shrubs	3	
5	Trash Containers	2	
6	Shrubs	2	
7	Trees	2	
8			
AVERAGE		2.30	

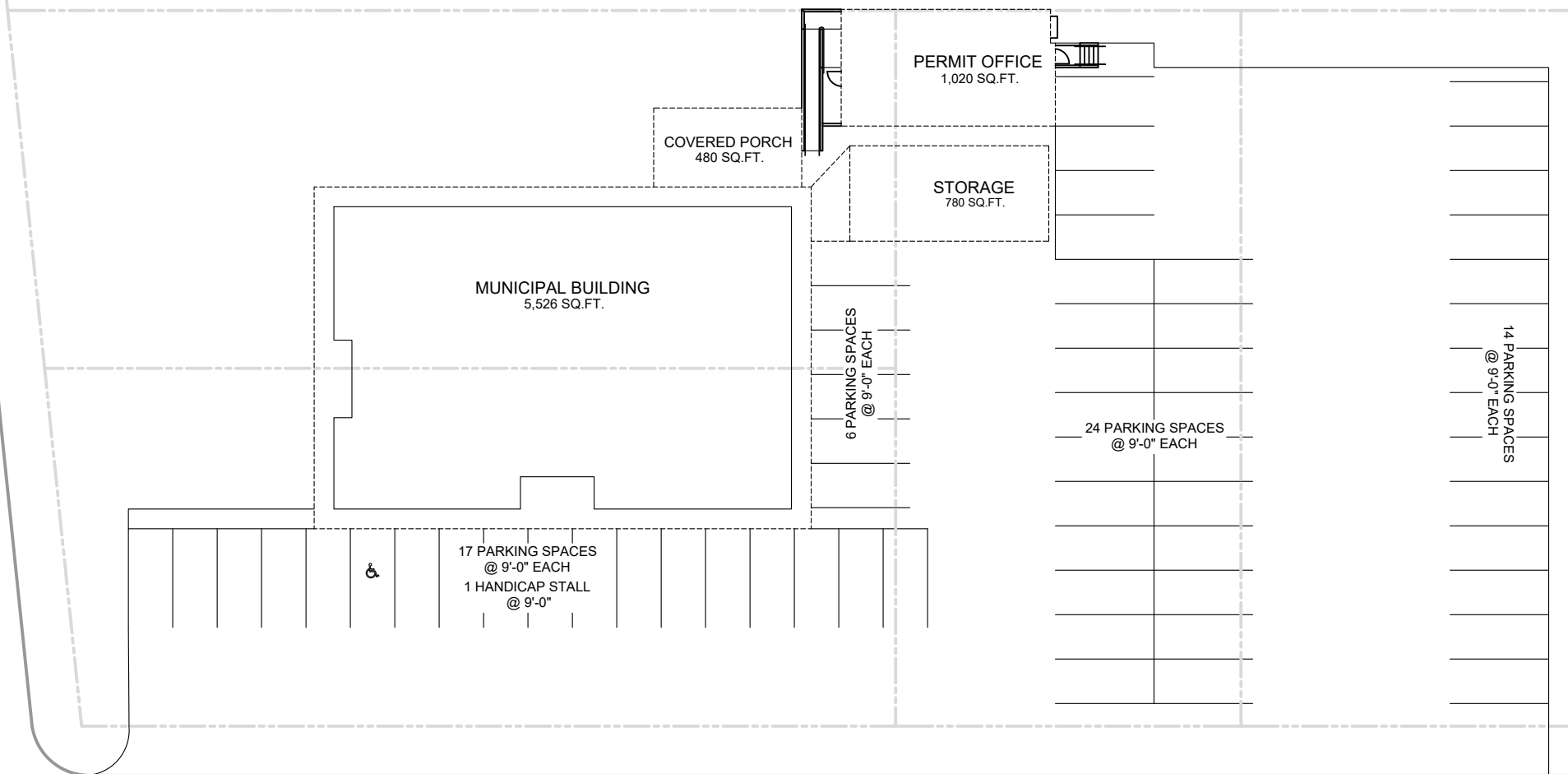
UTILITY BUILDINGS

ITEM		Score	Remarks
1	Roof	2	
2	Exterior Siding	2	
3	Doors & Windows		
4	Interiors	2	
5	Fence	2	
AVERAGE		2.00	

MUNICIPAL COMPLEX SITE PLAN

10136 Florida Blvd.
Walker, LA 70785

Florida Blvd.



Aster St.

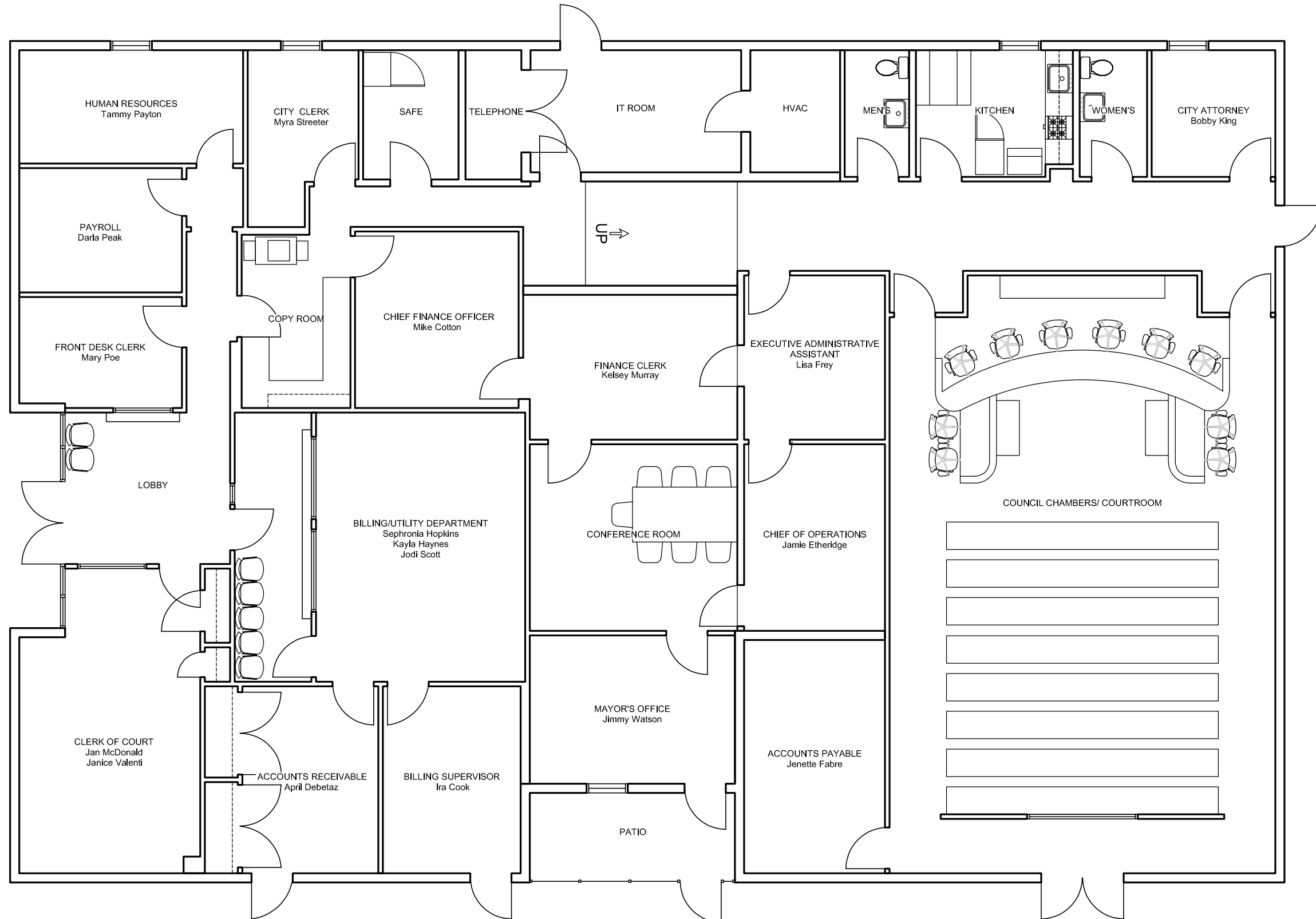
1/32" = 1'-0"



NORTH
UPDATED 2018

MUNICIPAL BUILDING FLOOR PLAN

10136 Florida Blvd.
Walker, LA 70785



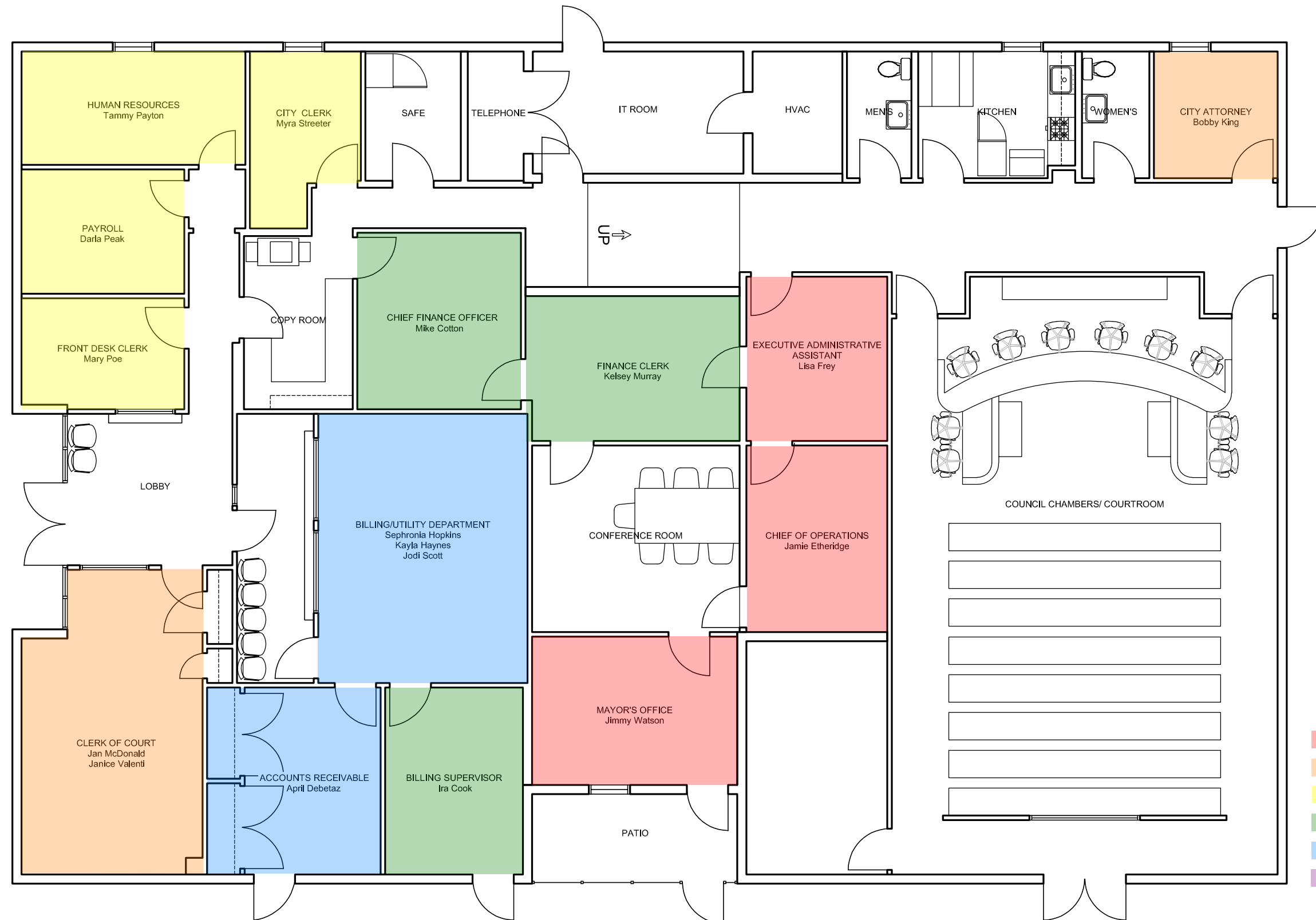
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NORTH
UPDATED 2018

MUNICIPAL BUILDING OCCUPANCY PLAN

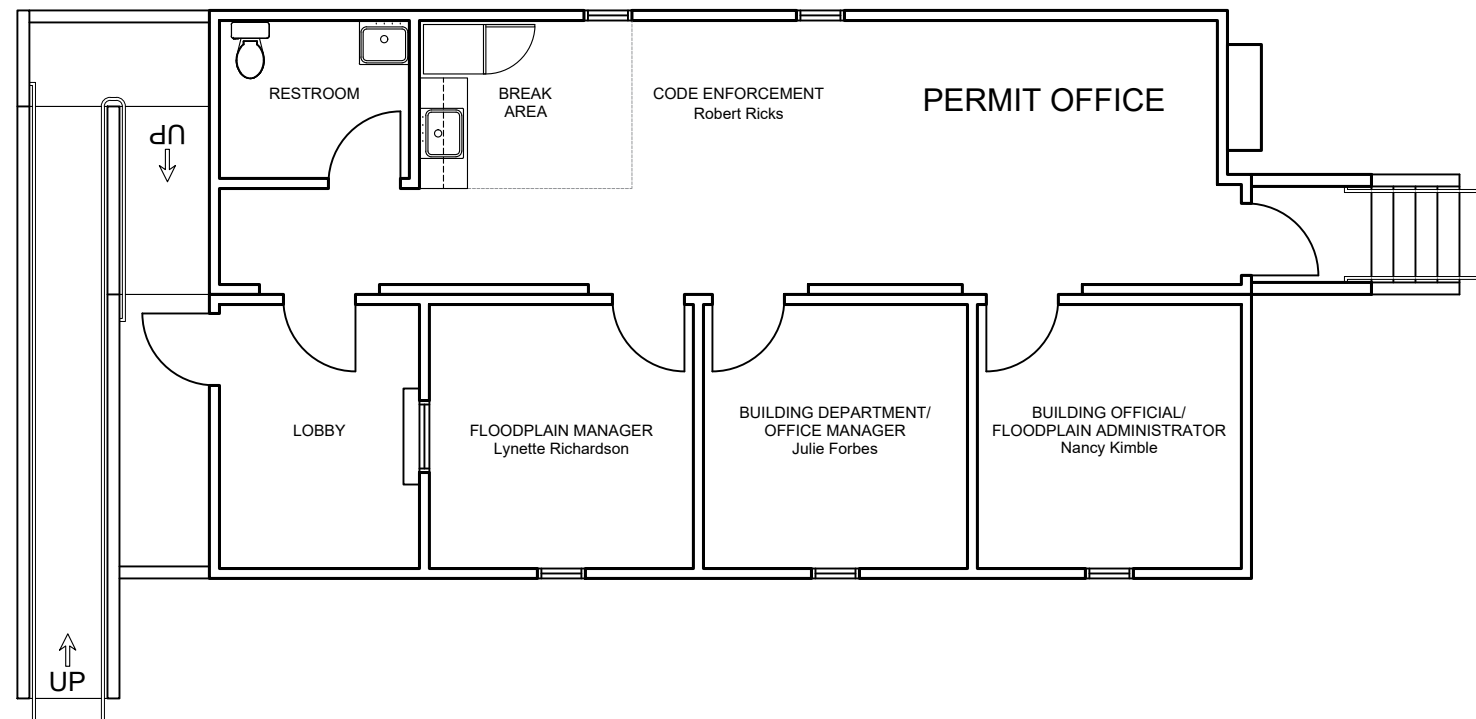
10136 Florida Blvd.
Walker, LA 70785



- ADMINISTRATION
- MAYOR'S COURT
- MAYOR'S OFFICE
- FINANCE
- UTILITIES
- PERMIT

PERMIT OFFICE
FLOOR PLAN

10136 Florida Blvd.
Walker, LA 70785



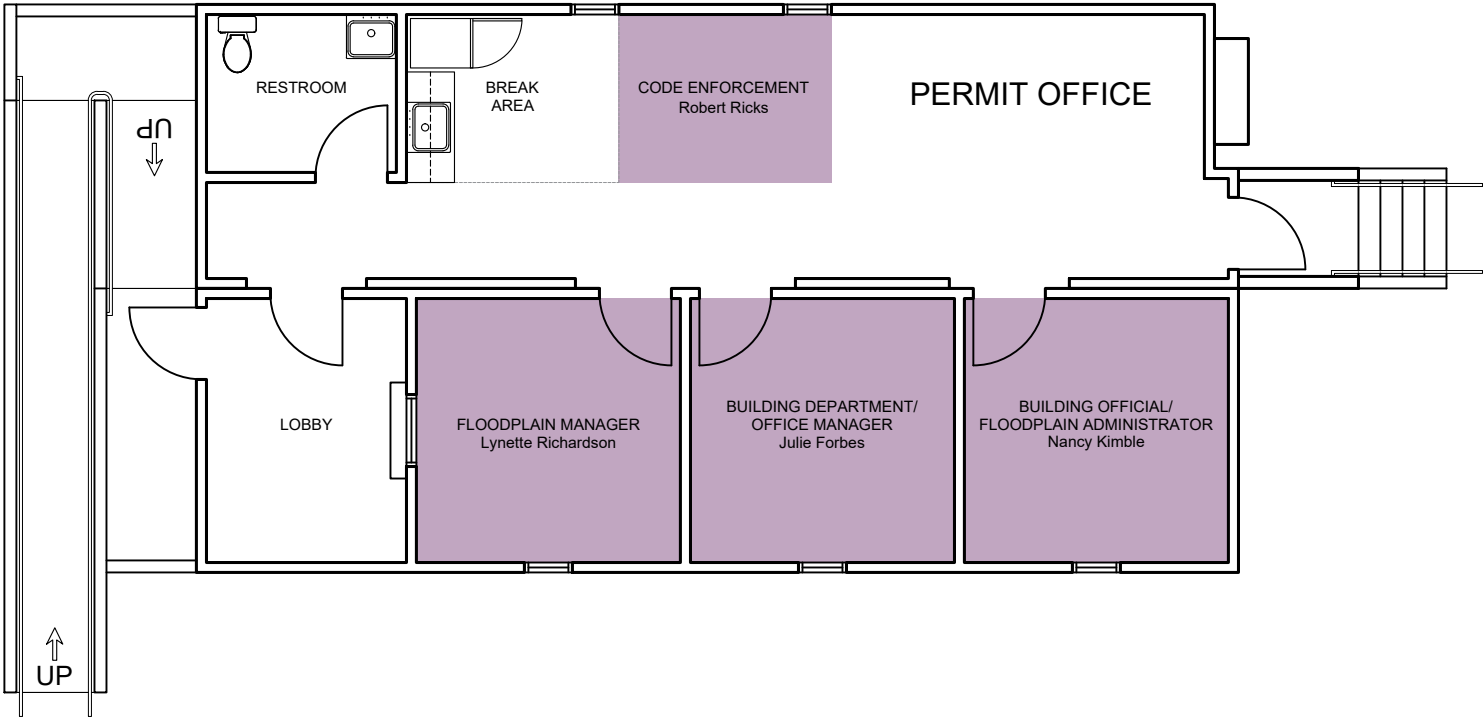
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NORTH
UPDATED 2018

PERMIT OFFICE OCCUPANCY PLAN

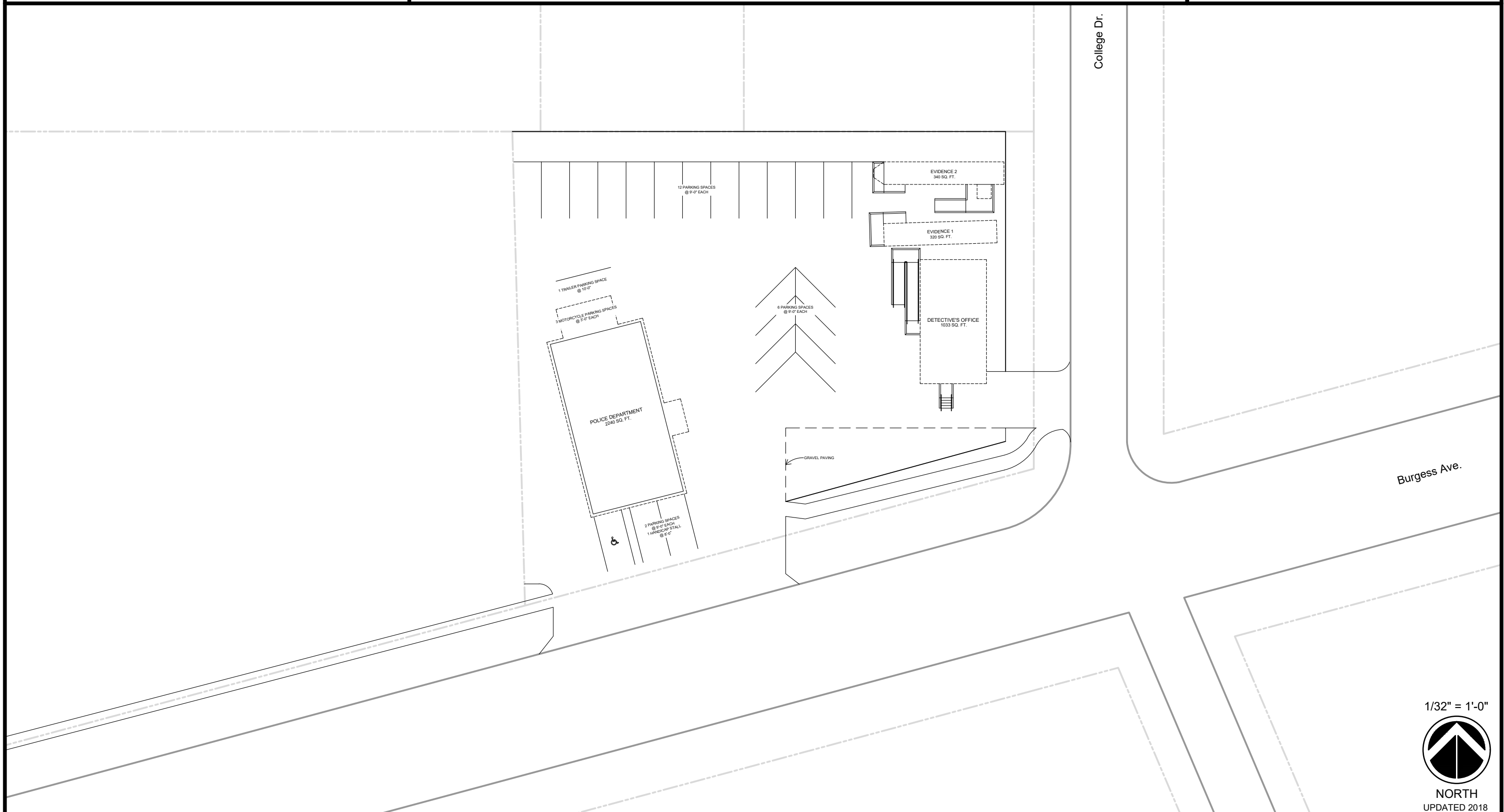
10136 Florida Blvd.
Walker, LA 70785



- ADMINISTRATION
- MAYOR'S COURT
- MAYOR'S OFFICE
- FINANCE
- UTILITIES
- PERMIT

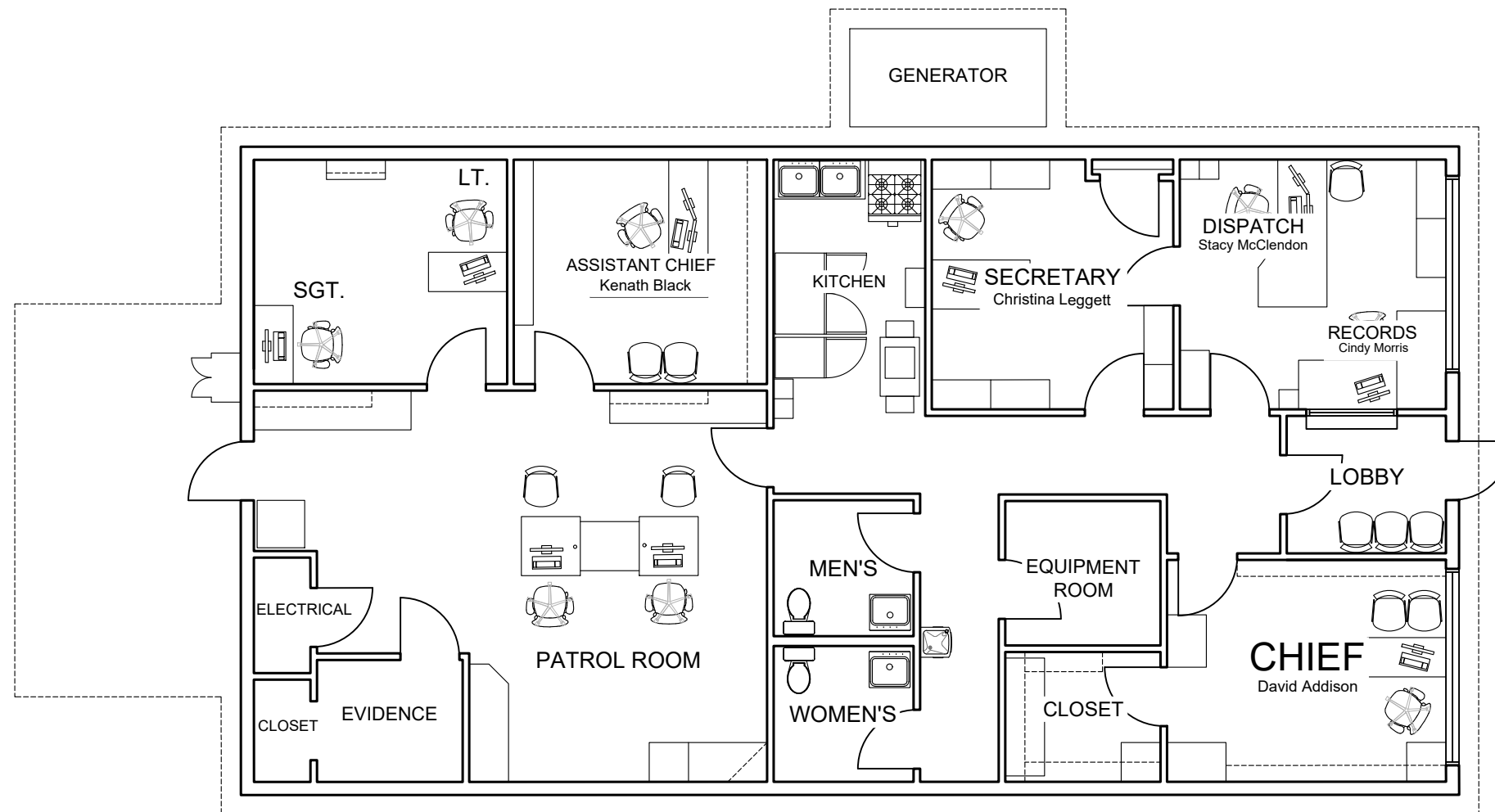
POLICE DEPARTMENT SITE PLAN

13179 Burgess Ave.
Walker, LA 70785



POLICE DEPARTMENT FLOOR PLAN

13179 Burgess Ave.
Walker, LA 70785



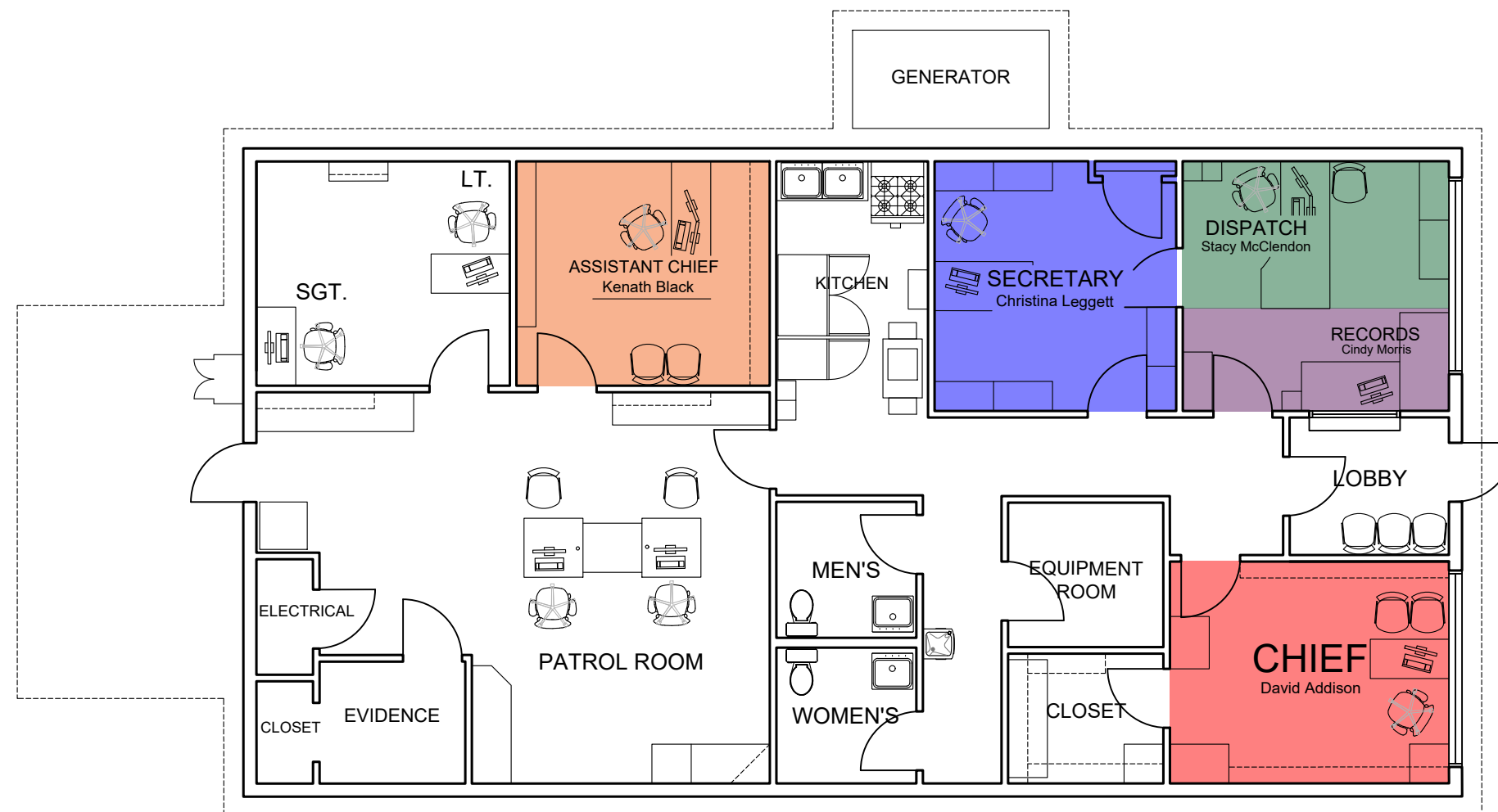
1/8" = 1'-0"



NORTH
UPDATED 2018

POLICE DEPARTMENT OCCUPANCY PLAN

13179 Burgess Ave.
Walker, LA 70785



- CHIEF OF POLICE
- ASSISTANT CHIEF
- DETECTIVE
- DISPATCH
- SECRETARY
- FRONT DESK CLERK

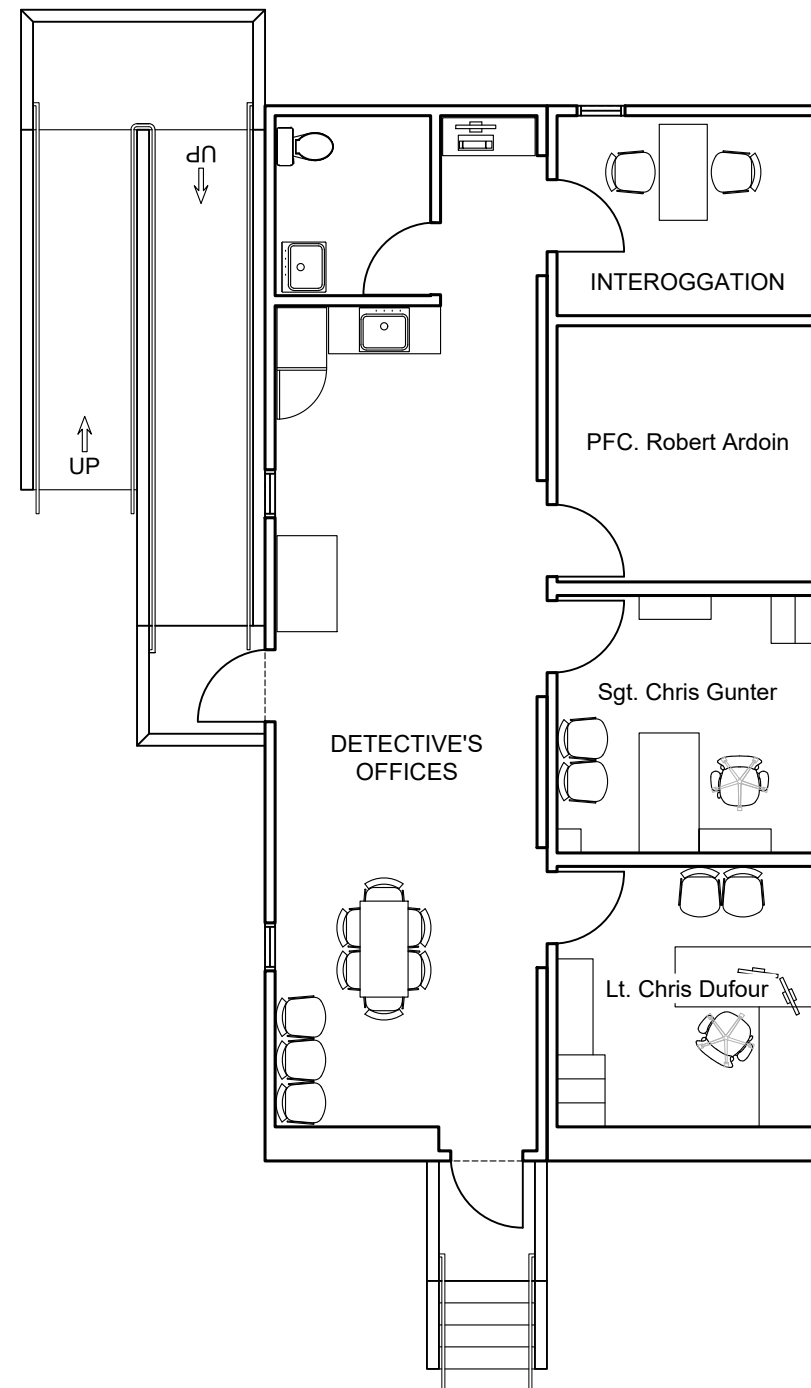
1/8" = 1'-0"



NORTH
UPDATED 2018

DETECTIVE'S OFFICE FLOOR PLAN

13179 Burgess Ave.
Walker, LA 70785



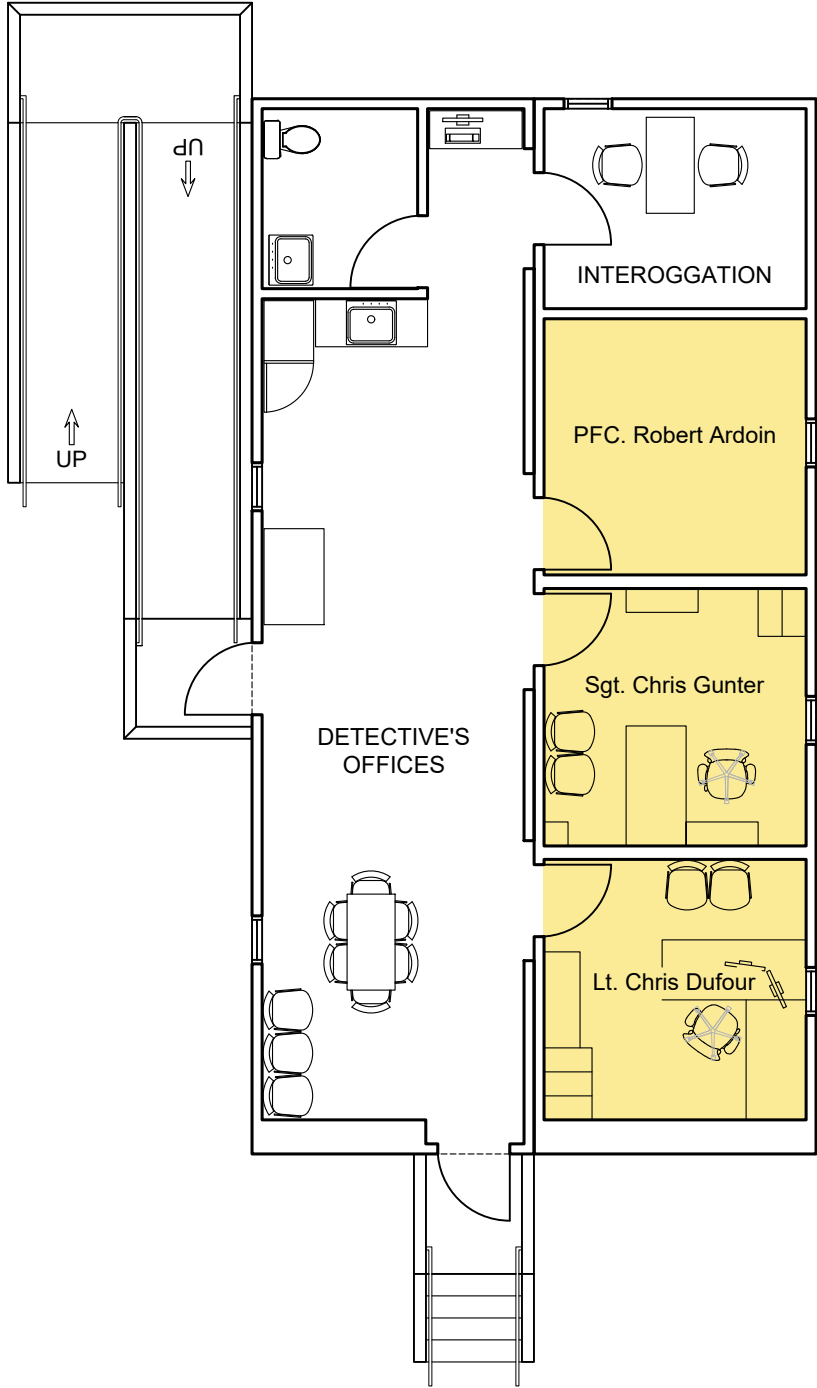
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NORTH
UPDATED 2018

DETECTIVE'S OFFICE
OCCUPANCY PLAN

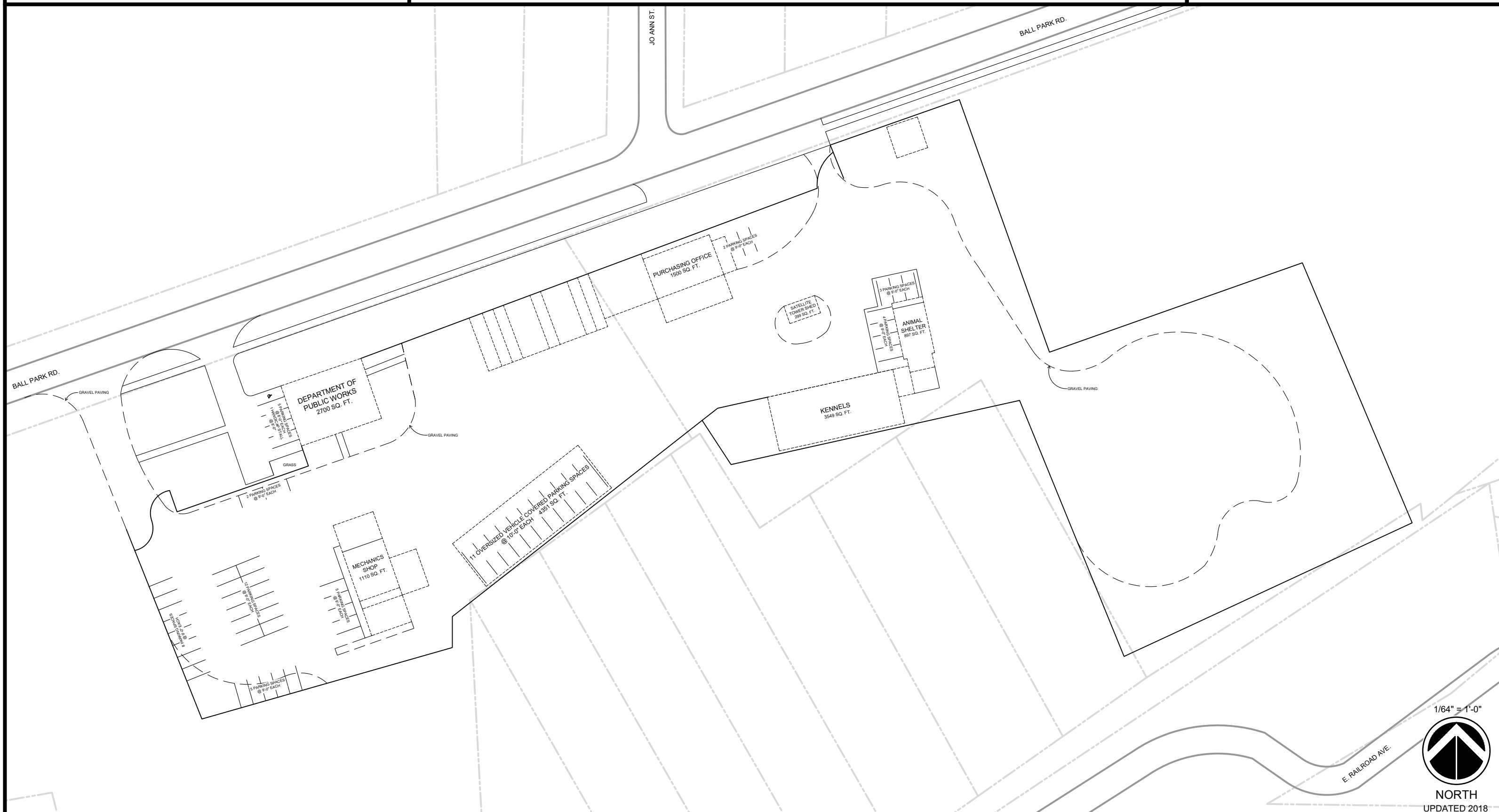
13179 Burgess Ave.
Walker, LA 70785



- CHIEF OF POLICE
- ASSISTANT CHIEF
- DETECTIVE
- DISPATCH
- SECRETARY
- FRONT DESK CLERK

BALL PARK ROAD SITE PLAN

13730-13740 Ball Park Rd.
Walker, LA 70785



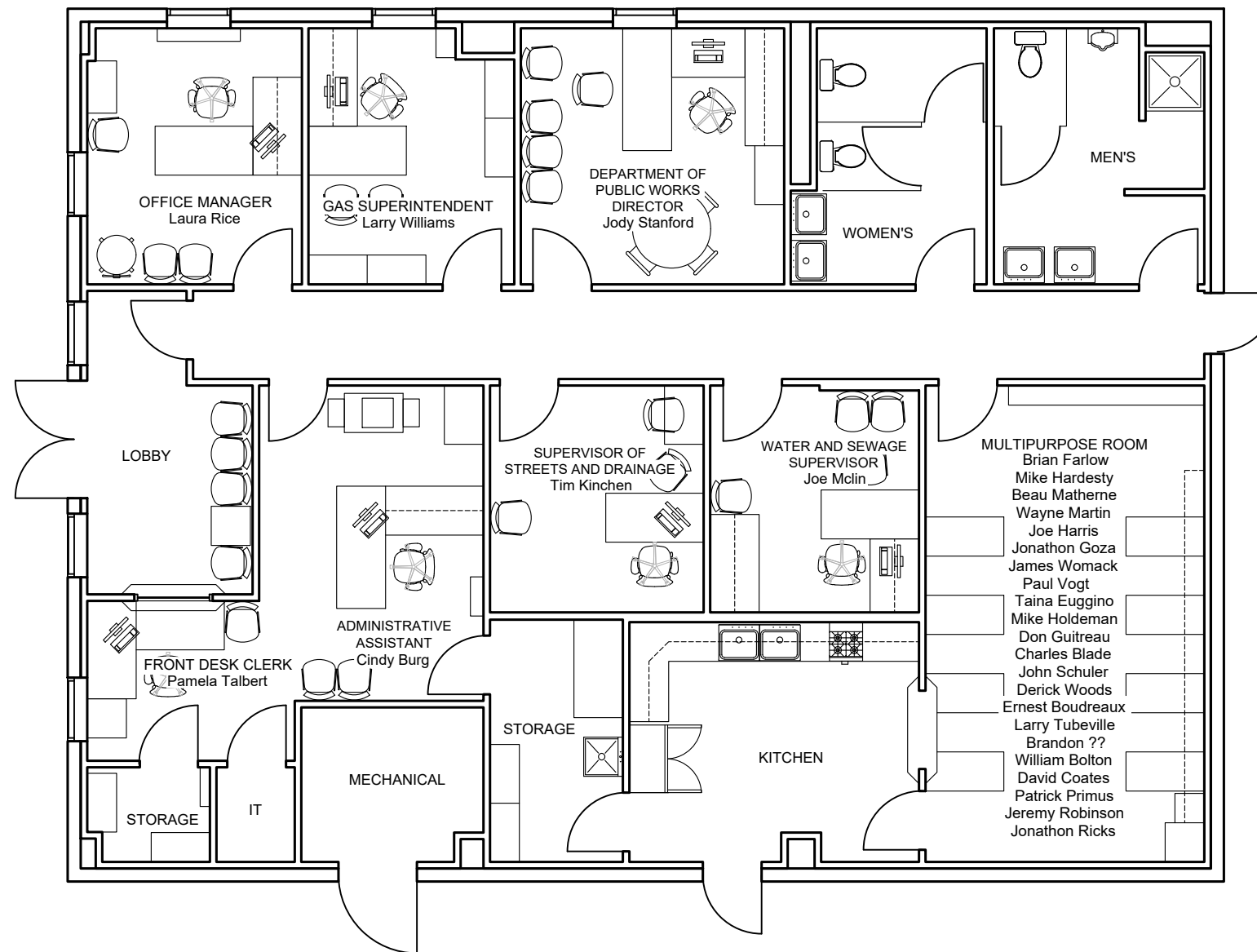
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NORTH
UPDATED 2018

DEPARTMENT OF PUBLIC WORKS FLOOR PLAN

13730 Ball Park Rd.
Walker, LA 70785



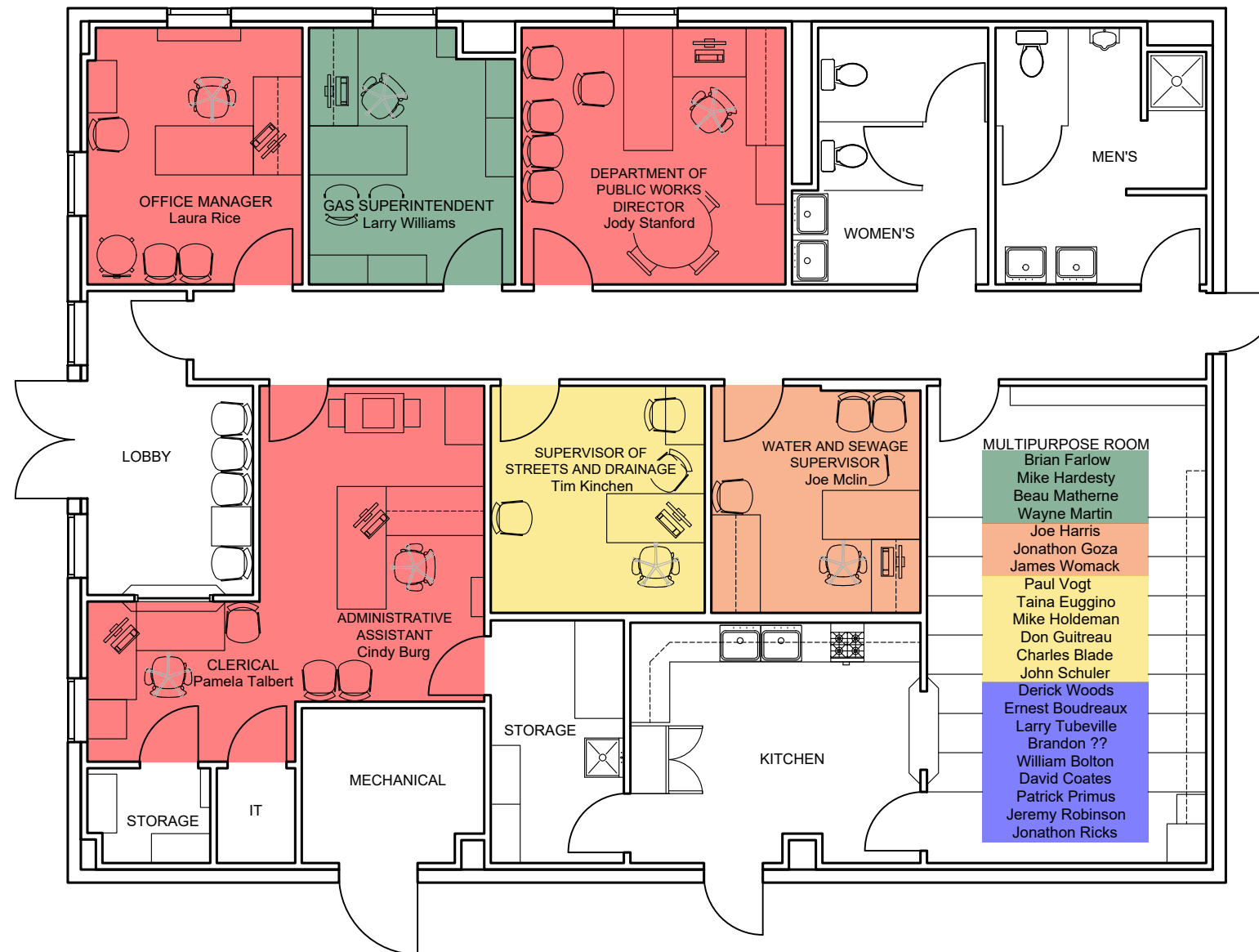
1/8" = 1'-0"



NORTH
UPDATED 2018

DEPARTMENT OF PUBLIC WORKS OCCUPANCY PLAN

13730 Ball Park Rd.
Walker, LA 70785



- PUBLIC WORKS
- SEWAGE & WATER
- STREETS & DRAINAGE
- FACILITIES & MAINTENANCE
- GAS
- ANIMAL CONTROL

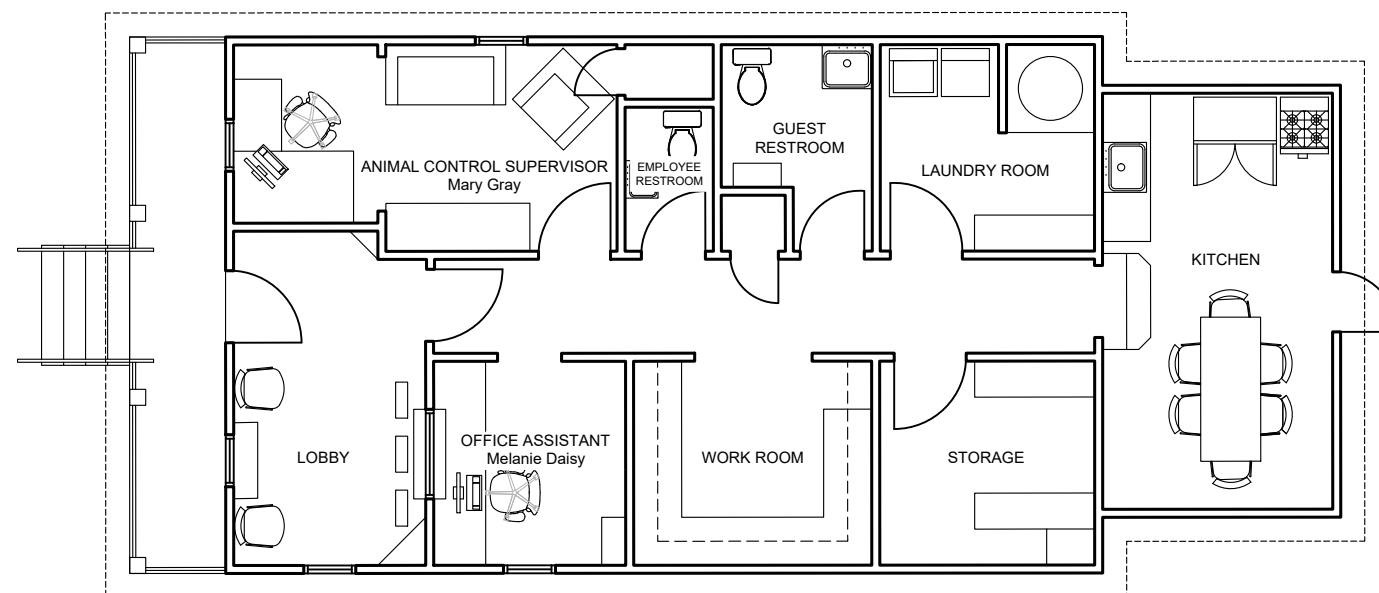
1/8" = 1'-0"



NORTH
UPDATED 2018

ANIMAL CONTROL FLOOR PLAN

13740 Ball Park Rd.
Walker, LA 70785



KENNEL ATTENDANT(S)
Bonnie Brignac
Taylor Brignac



1/8" = 1'-0"



NORTH
UPDATED 2018

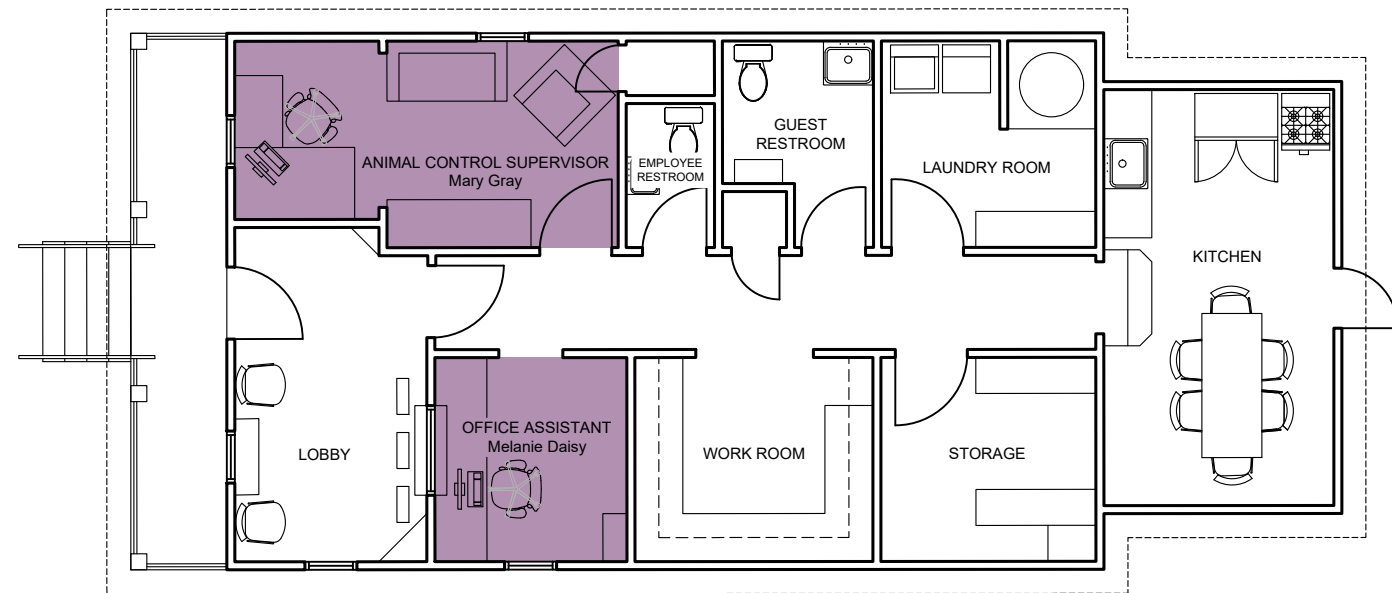


LABARRE
ARCHITECTS
a professional architectural corporation

ANIMAL CONTROL OCCUPANCY PLAN

13740 Ball Park Rd.
Walker, LA 70785

City of
WALKER
LOUISIANA
City Living Country Charm



KENNEL ATTENDANT(S)
Bonnie Brignac
Taylor Brignac



- PUBLIC WORKS
- SEWAGE & WATER
- STREETS & DRAINAGE
- FACILITIES & MAINTENANCE
- GAS
- ANIMAL CONTROL

1/8" = 1'-0"

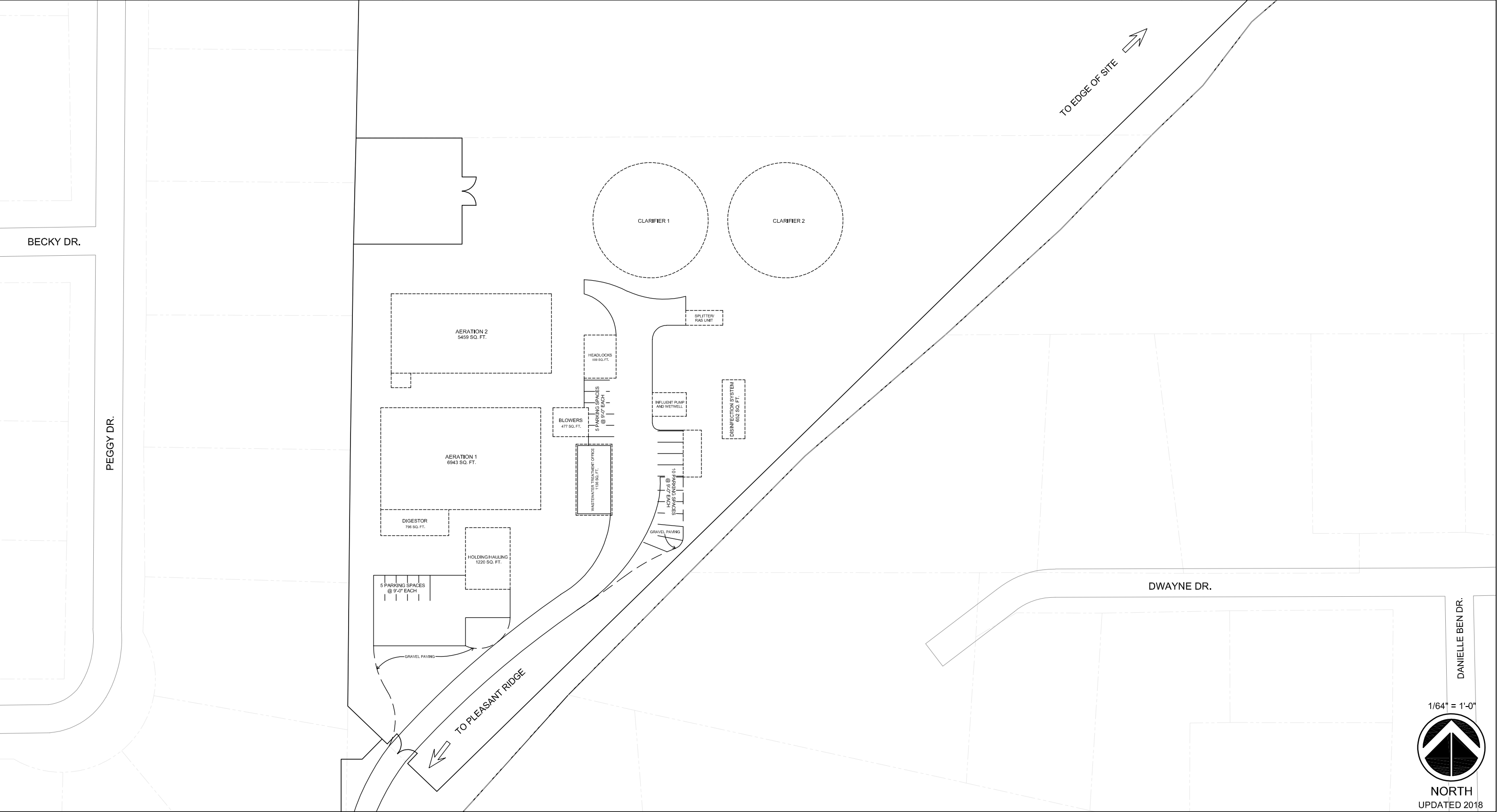


NORTH
UPDATED 2018

WASTEWATER TREATMENT PLANT

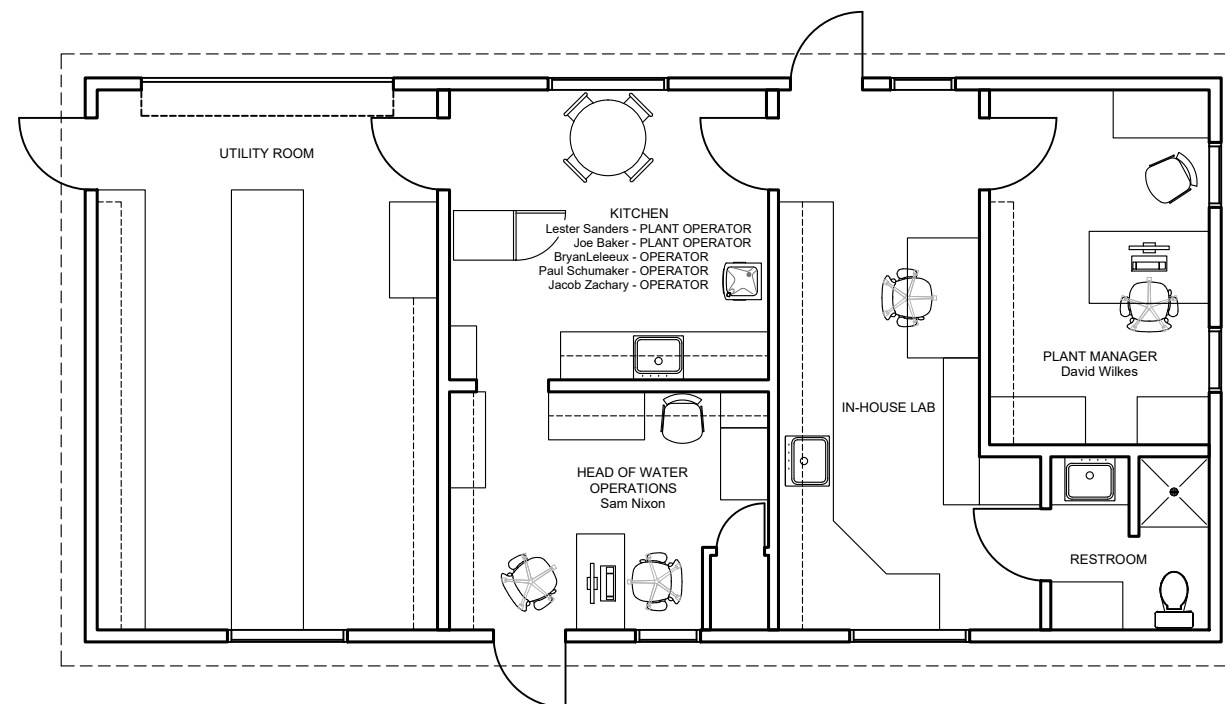
SITE PLAN

12923 Pleasant Ridge
Walker, LA 70785



WASTEWATER TREATMENT PLANT OFFICE FLOOR PLAN

12923 Pleasant Ridge
Walker, LA 70785



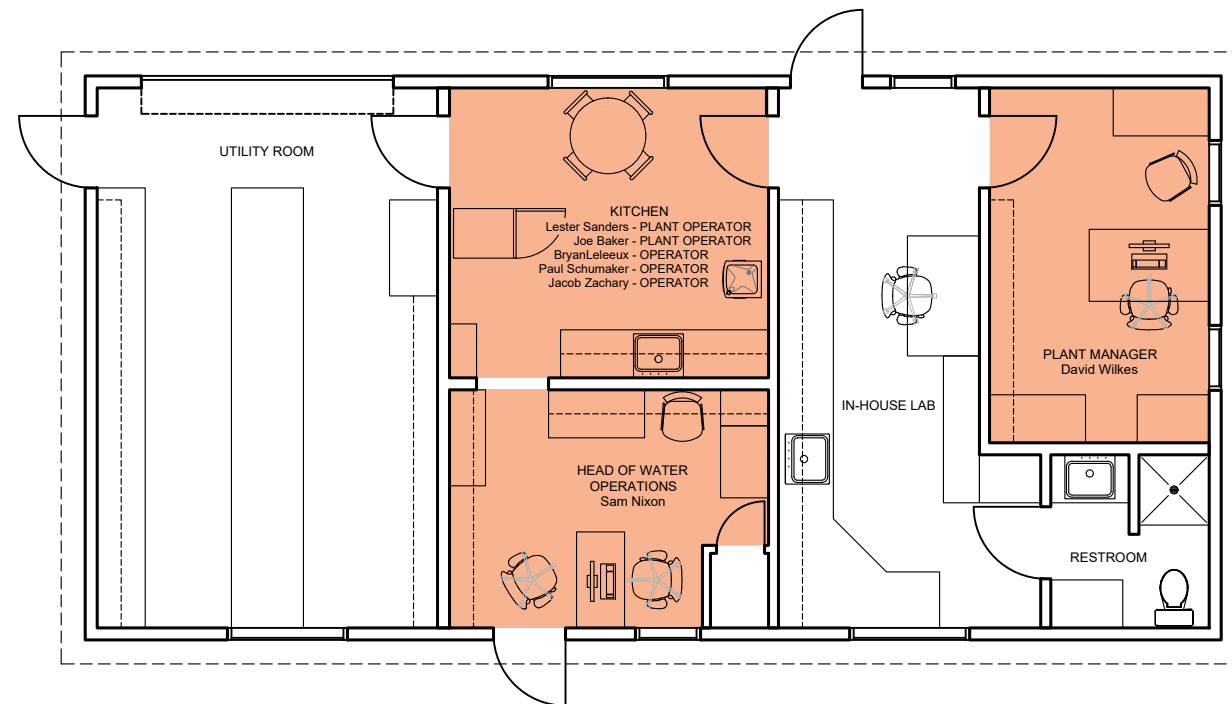
1/8" = 1'-0"









NORTH
UPDATED 2018

WASTEWATER TREATMENT PLANT OFFICE OCCUPANCY PLAN

12923 Pleasant Ridge
Walker, LA 70785



-  PUBLIC WORKS
-  SEWAGE & WATER
-  STREETS & DRAINAGE
-  FACILITIES & MAINTENANCE
-  GAS
-  ANIMAL CONTROL

1/8" = 1'-0"



NORTH
UPDATED 2018

Section 5



Walker Population Projections and Future Space Needs

How big will Walker be in 2030?

The Master Plan, “Blueprint of a City,” explores the issue of population growth in the City of Walker and states that while accurate projections for jurisdictions below the Parish level can be problematic, the City of Walker has a record of growing at the same rate as Livingston Parish (5 % per year) and that the trend is likely to continue but at an accelerated rate.¹ After reviewing a number of different methods for projecting the City’s future population, the authors of the Master Plan concluded that the State of Louisiana’s official population projections have a record of being reliable and should be used for planning purposes although they anticipate actual long term growth will exceed the historic average.

Using the State of Louisiana projections for Livingston Parish, the Master Plan projects that the Walker population will be in the neighborhood of 12,000 residents by 2030.

What does 12,000 residents in 2030 mean for the City of Walker in terms of staff growth and space needs for city offices?

In order to understand the space requirements for facilities for a city of 12,000 residents, Labarre Associates identified a “Benchmark Group” of cities where the population is in the neighborhood of 12,000 and which have experienced growth:

Benchmark Cities

City	Current Population
Covington	10,310
Denham Springs	10,335
Gonzales	10,832
Broussard	11,507
Mandeville	12,424

Through publicly available information, Labarre Associates has gathered data about staff size and space use (using Google Earth and the Google Earth measuring tool).

¹ Both the US Census and State of Louisiana issue annual updated population estimates. The U.S. Census Bureau’s method is to use the annual growth rate for the previous census period (i.e. 2000-2010), and extrapolate estimated population each year using the historic annual growth rate. The State of Louisiana uses the previous Census population (2010) and adjusts the population estimate by determining how many residential electrical connections are added each year times the average household size (from the Census). The authors of the Master Plan and Labarre Associates agree that the State of Louisiana population estimates are more reliable than the Census Bureau’s. The official projections are called the “Louisiana Parish Population Series, 2010 developed for the State of Louisiana (office of Electronic Services, Division of Administration) by Louisiana State University. http://louisiana.gov/Explore/Population_Projections/

Benchmark Cities

City	Admin. Staff	Sq. Ft. City Hall	City Hall Parking	Police Dept. sq. ft.
Walker - current	22	5,546	61	3,786
Covington (1)	25	17,000	80	9,740
Denham Springs (2)	19	16,000	127	13,000
Gonzales	26	20,000	136	21,000
Broussard	14	7,450	15	4,204
Mandeville	31	11,300	74	8,900
Average.	23	13,900	88	8,260

Notes:

- (1) Covington – city hall shares space with a convention center. City hall sq. ft. is estimated.
- (2) Denham Springs – Sq. Ft. for the city hall used before the flood. Current temporary building is approximately the same size. Denham Springs Police Department space is not fully utilized.

City of Walker
Master Plan Update and Strategic Facilities Plan Update

Benchmark Staffing for City Hall and Select Departments
Current Staffing Summary

City:	Covington	Denham Springs	Gonzales	Mandeville	Broussard	Average
2016 Population Estimates:	10,310	10,335	10,832	12,424	11,507	
Receptionist	-	-	1	-	-	0.2
Office of the Mayor	2	2	2	2	3	2.2
Accountant, Accounts Payable	-	-	2	-	-	0.4
Administration	2	1	1	-	-	0.8
Assistant Office Manager	-	-	1	-	-	0.2
Beautification	1	-	-	-	-	0.2
City Attorney/Legal Dept./Court	-	2	2	7	4	3.0
Building Permits	1	-	1	-	1	0.6
Business Licenses & Permits	-	2	-	-	-	0.4
Buildings & Grounds Supervisor	-	-	1	-	-	0.2
Cemeteries	1	-	-	-	1	0.5
Central Services Director	-	-	1	-	-	0.2
City Engineer	2	-	1	-	-	0.6
Code Enforcement	2	-	2	-	-	0.8
City Council (Clerk)	1	-	-	-	-	0.2
Cultural Arts & Special Events/Museum	-	-	-	1	1	0.4
Finance	3	1	-	9	1	2.8
Grants	-	1	-	-	-	0.2
Human Resources	2	1	1	2	1	1.4
Information Technology	1	-	-	1	-	0.4
Mechanics Supervisor	-	-	1	-	-	0.2
Occupational Licenses	1	-	-	-	-	0.2
Planning & Zoning	1	5	-	9	-	3.0
Public Works	-	-	1	-	1	0.4
Public Information Officer	-	-	1	-	-	0.2
Purchasing	-	1	1	-	1	0.6
Recreation	-	-	1	-	-	0.2
Street Supervisor	-	-	1	-	-	0.2
Utility Billing	5	3	2	-	-	2.0
Utilities Supervisor	-	-	1	-	-	0.2
Waste Water Supervisor	-	-	1	-	-	0.2
Estimated total city Hall Staff	25	19	26	31	14	23
Estimated Sq. Ft. City Hall	17,000	16,800	20,000	11,300	7,420	14,504
Estimated Parking	80	127	136	74	15	86
Estimated City Hall sq. ft. per person	680.00	884.21	769.23	364.52	530.00	297.55

Other Locations						
Buildings & Grounds			5			5.0
Facilities Mgt. (Covington Center)	1					1.0
Culture & Arts (Trail Head Office)	1					1.0
Community Center				3		3.0
Public Works	4	21				12.5
Animal Control		7				7.0
Firemen		27	25		-	17.3
Firemen Administrative Staff		2	4		1	2.3
Policemen		27	31	46	26	32.5
Police Communications		5		1		3.0
Police Administrative staff		6	17	4	5	8.0
Police Crossing Guards		3				3.0
Recreation (Shared w Bldg. & Grounds)	1		4		13	6.0
Old City Hall Secretary		1				1.0
Public Utilities		44	15	19	13	22.8
Motor Pool Mechanics		2				2.0
Streets and Drainage		2		22	23	15.7
Visitor Cener/ Museum	1					1.0
Estimated total staff, not at City Hall	8	147	101	95	81	-
Estimated total staff	33	166	127	126	95	86
Police Sq. Ft.	9,740	13,000	21,360	8,908	4,204	8,263
Police Parking	8	30	49	31	23	24

Walker	Current Population: 6,404
	Projected 2030 Population (ref. Master Plan: 11,640)

- 1
- 1
- 3
- 3
- 3
- 4
- 2
- 4
- 1

References:

<http://www.covla.com/departments/index.php>

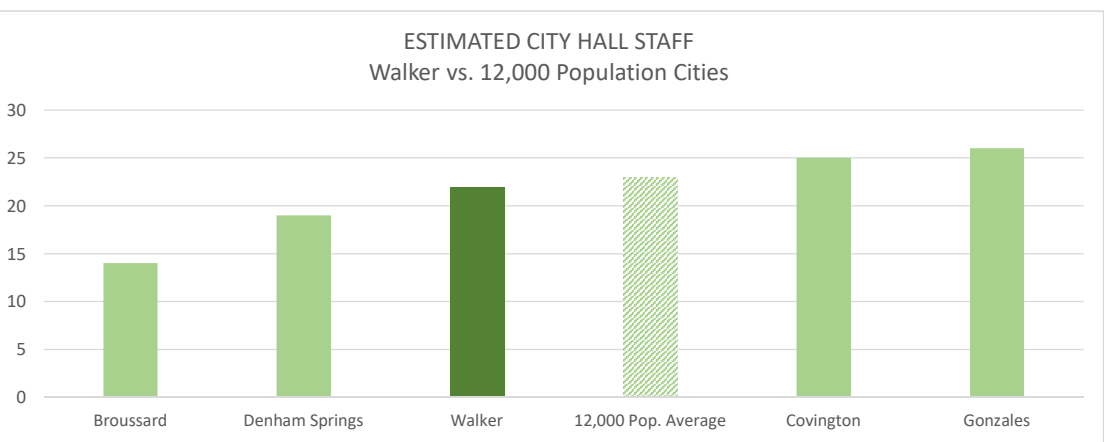
<http://www.cityofdenhamssprings.com/departments.html>

<http://www.gonzalesla.com/wp-content/uploads/2017/05/City-of-Gonzales-Budget-17-18.pdf>

<http://www.cityofmandeville.com/images/Interior/2018%20budget%20draft%208-28-17.pdf>

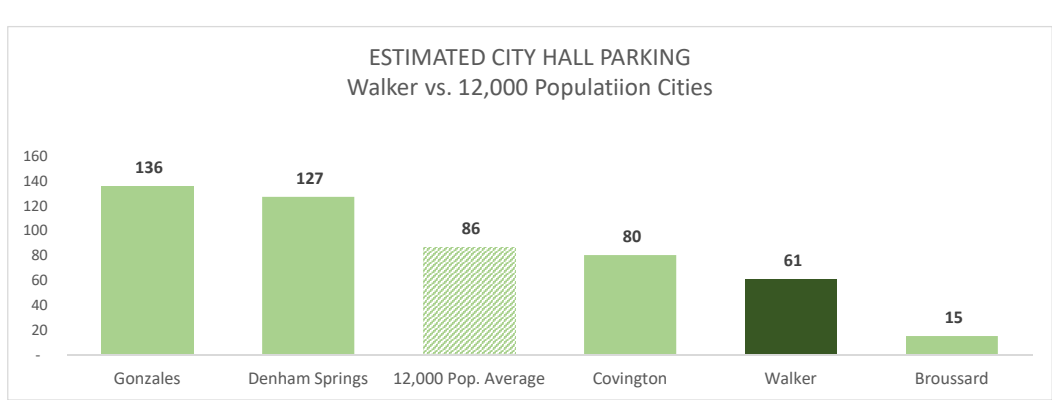
Estimated City Hall Staff

Broussard	Denham Springs	Walker	12,000 Pop. Average	Covington	Gonzales
14	19	22	23	25	26



Estimated City Hall Parking

Gonzales	Denham Springs	12,000 Pop. Average	Covington	Walker	Broussard
136	127	86	80	61	15





Level 1	Level 2	Level 3	Level 4	Level 5	LEVELS ORGANIZATION CHART w/ Departmental Colors to be Used in Occupancy Plans					
MAYOR										
	Mayor		Jimmy Watson		City Hall		New Municipal Bldg.			
MAYOR'S COURT										
	Prosecutor		Bobby King		City Hall		Municipal Bldg. - 10136 Florida Blvd.		New Municipal Bldg.	
	Judge		Todd Caruso		City Hall		Unknown Current Physical Office Location		New Municipal Bldg.	
	Clerk of Court		Jan McDonald		City Hall		Municipal Bldg. - 10136 Florida Blvd.		New Municipal Bldg.	
	Court Assistant		Janice Valenti		City Hall		Municipal Bldg. - 10136 Florida Blvd.		New Municipal Bldg.	
Municipal Clerk										
	Municipal Clerk/Tax Collector		Myra Streeter				Municipal Bldg. - 10136 Florida Blvd.		New Municipal Bldg.	
	Occupational Lic./Receptionist		Mary Poe				Municipal Bldg. - 10136 Florida Blvd.		New Municipal Bldg.	
Human Resources										
	H.R./Payroll		Tammy Payton				Municipal Bldg. - 10136 Florida Blvd.		New Municipal Bldg.	
	H.R.		Darla Peak				Municipal Bldg. - 10136 Florida Blvd.		New Municipal Bldg.	
Finance										
	Director of Finance		Mike Cotton				Municipal Bldg. - 10136 Florida Blvd.		New Municipal Bldg.	
	Assistant to Finance/Payroll/Grant Coord.		Kelsey Murray							
Operations										
	Chief Operating Officer		Jamie Etheridge				Municipal Bldg. - 10136 Florida Blvd.		New Municipal Bldg.	
	Admin. Assist./Assist. Clerk		Lisa Frey				Municipal Bldg. - 10136 Florida Blvd.		New Municipal Bldg.	
	Fac. Man./Emergency Ops.		Brian Farlow				Unknown Current Physical Office Location		New Municipal Bldg.	
Billing										
	Billing Supervisor		Ira Cook				Municipal Bldg. - 10136 Florida Blvd.		New Municipal Bldg.	
	Accounts Recievable						Municipal Bldg. - 10136 Florida Blvd.		New Municipal Bldg.	
	Billing/Utilities		April Debetaz				Municipal Bldg. - 10136 Florida Blvd.		New Municipal Bldg.	
			Kayle Haynes				Municipal Bldg. - 10136 Florida Blvd.		New Municipal Bldg.	
			Sephronia Hopkins				Municipal Bldg. - 10136 Florida Blvd.		New Municipal Bldg.	
			Jodi Scott				Municipal Bldg. - 10136 Florida Blvd.		New Municipal Bldg.	
Permits										
	Bldg. Official/Floodplain Admin.		Nancy Kimble				Municipal Bldg. - 10136 Florida Blvd. - Portable Trailer		New Municipal Bldg.	Level 1: Mayor
	Bldg. Dept. Office Manager FT		Julie Forbes				Municipal Bldg. - 10136 Florida Blvd. - Portable Trailer		New Municipal Bldg.	Level 2: Direct Reports.
	Office Assistant PT						Municipal Bldg. - 10136 Florida Blvd. - Portable Trailer		New Municipal Bldg.	Level 3: Manager
	Floodplain Manager PT		Lynette Richardson				Municipal Bldg. - 10136 Florida Blvd. - Portable Trailer		New Municipal Bldg.	Level 4: Supervisor
Labarre Associates, Inc.										Level 5: Employee


Labarre Associates, Inc.
8385 Rushing Rd. E
Denham Springs, LA 70726
(225)664-1934



LEVELS ORGANIZATION CHART w/ Departmental Colors to be Used in Occupancy Plans

Level 1	Level 2	Level 3	Level 4	Level 5
Police				
	Chief of Police	David Addison	Police Dept. - 13179 Burgess Ave.	Current Municipal Bldg.
	Assistant Chief	Kenath Black	Police Dept. - 13179 Burgess Ave.	Current Municipal Bldg.
	Detectives	Lt. Chris Dufour	Police Dept. - 13179 Burgess Ave. - Portable Trailer	Current Municipal Bldg.
		Sgt. Chris Gunter	Police Dept. - 13179 Burgess Ave. - Portable Trailer	Current Municipal Bldg.
		PFC Robert Ardoin	Police Dept. - 13179 Burgess Ave. - Portable Trailer	Current Municipal Bldg.
	Dispatch	Stacy McClendon	Police Dept. - 13179 Burgess Ave.	Current Municipal Bldg.
	Secretary	Christina Leggett	Police Dept. - 13179 Burgess Ave.	Current Municipal Bldg.
	Records	Cindy Morris	Police Dept. - 13179 Burgess Ave.	Current Municipal Bldg.
Public Works				
	Public Works Director	Jody Stanford	Dept. of Public Works - 13730 Ball Park Rd.	No Change
	Water Sewer Maint. & Const. Supervisor	Joe Mclin	Dept. of Public Works - 13730 Ball Park Rd.	No Change
	Water Operations Supervisor	David Wilkes	Unknown Current Physical Office Location	
	Streets & Drainage Supervisor	Tim Kinchen	Dept. of Public Works - 13730 Ball Park Rd.	No Change
	Head of Water Ops.	Sam Nixon	12923 Pleasant Ridge - Wastewater Treatment Plant	No Change
	Plant Manager	David Wilkes	12923 Pleasant Ridge - Wastewater Treatment Plant	No Change
	Gas Department Superintendent	Larry Williams	Dept. of Public Works - 13730 Ball Park Rd.	No Change
	Office Manager	Laura Rice	Dept. of Public Works - 13730 Ball Park Rd.	No Change
	Admin. Assist.	Cindy Burg	Dept. of Public Works - 13730 Ball Park Rd.	No Change
	Clerk	Pamela Talbert	Dept. of Public Works - 13730 Ball Park Rd.	No Change
Animal Control				
	Supervisor	Mary Gray	Animal Control - 13740 Ball Park Rd.	No Change
	Office Assistant	Melanie Daisy	Animal Control - 13740 Ball Park Rd.	No Change
	Kennel Attendant	Bonnie Brignac	Animal Control - 13740 Ball Park Rd.	No Change
	Kennel Attendant	Taylor Brignac	Animal Control - 13740 Ball Park Rd.	No Change
Parks & Recreation				
	Supervisor	Tracie Westmoreland	Unknown Current Physical Office Location	
	Park Maintenance Worker	Sidney Netterville		
	Park Maintenance Supervisor	Richard May		
	Park Maintenance Work	Russell Moak		

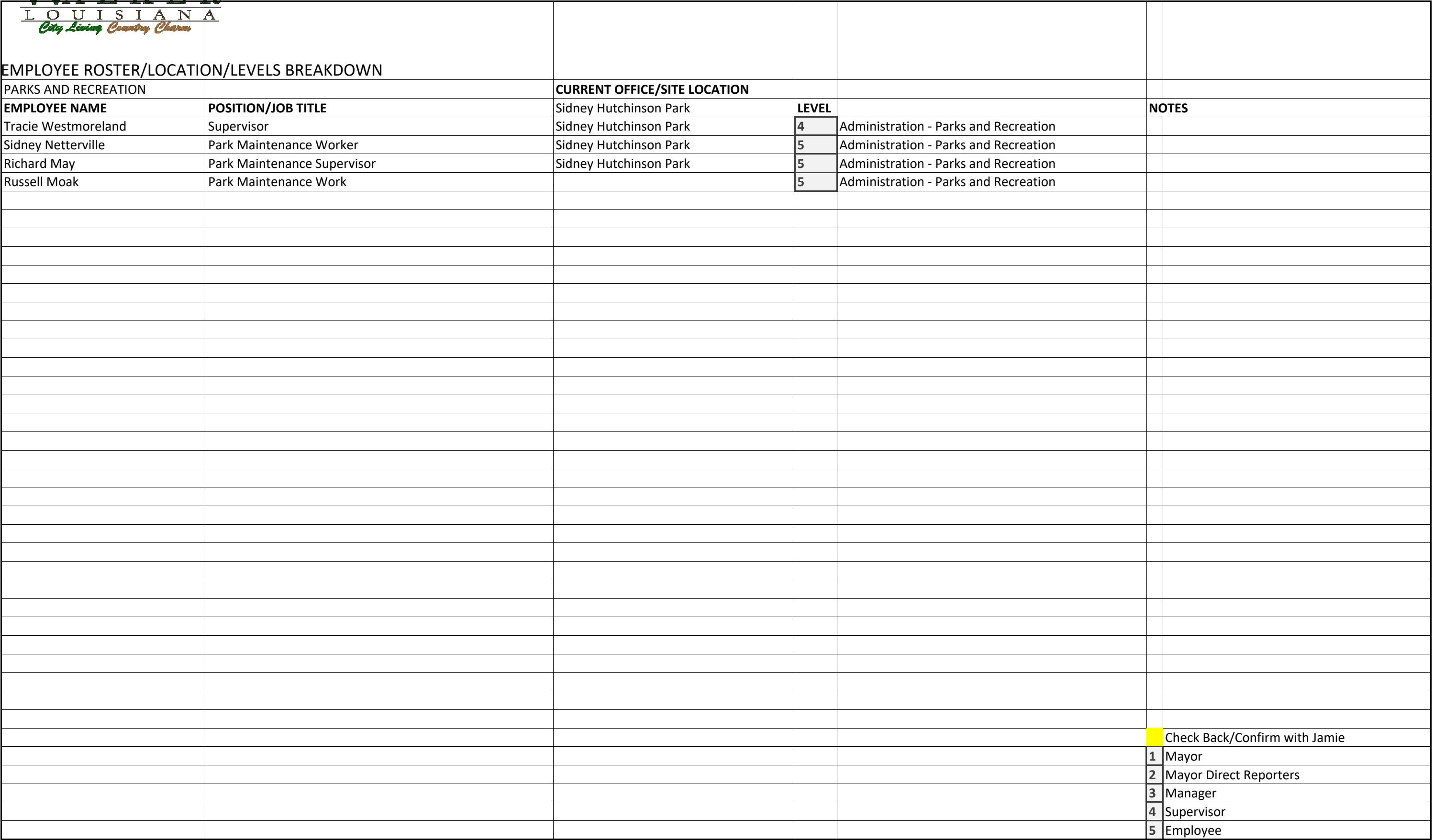
- Level 1: Mayor .
- Level 2: Direct Reports.
- Level 3: Manager .
- Level 4: Supervisor .
- Level 5: Employee .

					
EMPLOYEE ROSTER/LOCATION/LEVELS BREAKDOWN					
MUNICIPAL BUILDING					
EMPLOYEE NAME	POSITION/JOB TITLE	CURRENT OFFICE/SITE LOCATION	LEVEL	DEPARTMENT	NOTES
Jimmy Watson	Mayor	Municipal Building	1	Administration	
Todd Caruso	Judge	(no office)	2	Mayor's Court	
Bobby King	City Attorney/Prosecutor	Municipal Building	2	Administration - Mayor's Court	
Jan McDonald	Clerk of Court	Municipal Building	2	Mayor's Court	
Janice Valenti	Court Assistant	Municipal Building	3	Mayor's Court	
Myra Streeter	Municipal Clerk	Municipal Building	2	Administration - Mayor's Office	
Mary Poe	Receptionist	Municipal Building	5	Administration - Mayor's Office	
Tammy Payton	H.R./Payroll	Municipal Building	2	Administration - Mayor's Office	
Kelsey Murray	Grant Coordinator/Financial Assistant	Municipal Building	3	Administration - Mayor's Office	
Mike Cotton	Director Of Finance	Municipal Building	2	Administration - Finance	
DeeDee Ockman	Purchasing Agent	Department of Public Works	3	Administration - Finance	
Ronald Collar	Warehouse Coordinator	Department of Public Works	3	Administration - Finance	
Jamie Etheridge	Chief of Operations	Municipal Building	2	Administration	
Lisa Frey	Executive Administrative Assistant	Municipal Building	3	Administration	
Brian Farlow	Facility Manager/Emergency Operations Coordinator	Department of Public Works	2	Facility Management/Emergency Preparedness	
Mike Hardesty	Foreman	Department of Public Works	5	Facility Management/Emergency Preparedness	
Beau Matherne	Laborer	Department of Public Works	5	Facility Management/Emergency Preparedness	
Wayne Martin	Laborer	Department of Public Works	5	Facility Management/Emergency Preparedness	
Robert Ricks	Laborer	Department of Public Works	5	Streets/Drainage	
Alan Romaine	Laborer	Department of Public Works	5	Facility Management/Emergency Preparedness	
John Schuler	Laborer / GIS Information / Tracking	Department of Public Works	5	Facility Management/Emergency Preparedness	
Darla Peak	Payroll/Accounts Recievable	Municipal Building	3	Administration - Finance	
Jeanette Fabre	Accounts Payable	Municipal Building	3	Administration - Finance	
Ira Cook	Utility Billing Supervisor	Municipal Building	4	Finance	
April Debatz	Assistant Billing Supervisor	Municipal Building	4	Administration - Utilities	
Kayla Haynes	Billing Clerk	Municipal Building	5	Administration - Utilities	
Jodi Scott	Billing Clerk	Municipal Building	5	Administration - Utilities	
Sephronia Hopkins	Billing Clerk	Municipal Building	5	Administration - Utilities	
Nancy Kimble	Building Official/ Floodplain Administrator	Municipal Building - Portable Trailer	2	Administration - Permit	
Julie Forbes	Building Department/Office Manager	Municipal Building - Portable Trailer	3	Administration - Permit	
Lynette Richardson	Floodplain Manager	Municipal Building - Portable Trailer	3	Administration - Permit	
					1 Mayor
					2 Mayor Direct Reporters
					3 Manager
					4 Supervisor
					5 Employee

EMPLOYEE ROSTER/LOCATION/LEVELS BREAKDOWN					
DEPARTMENT OF PUBLIC WORKS					
EMPLOYEE NAME	POSITION/JOB TITLE	CURRENT OFFICE/SITE LOCATION	LEVEL		NOTES
Jody Stanford	Public Works Director	Department of Public Works	3	Public Works	
David Wilkes	Wastewater Plant Supervisor	Wastewater Treatment Plant Office	4	Sewer & Water	
Lester Sanders	Wastewater Plant Operator	Wastewater Treatment Plant Office	5	Sewer & Water	
Joe Baker	Wastewater Plant Operator	Wastewater Treatment Plant Office	5	Sewer & Water	
Joe McLin	Water/Sewer Maintenance & Construction Supervisor	Department of Public Works	4	Maintenace Construction/DPW	
Joe Harris	Field Foreman	Department of Public Works	5	Maintenace Construction/DPW	
Jonathon Goza	Field Technician	Department of Public Works	5	Maintenace Construction/DPW	
James Womack	Field Technician	Department of Public Works	5	Maintenace Construction/DPW	
Kenneth Willis	Operator	Department of Public Works	5	Maintenace Construction/DPW	
Sam Nixon	Water Operations Supervisor	Wastewater Treatment Plant Office	4	Sewer & Water	
Bryan Leleux	Wastewater Operator	Wastewater Treatment Plant Office	5	Sewer & Water	
Paul Schumaker	Wastewater Operator	Wastewater Treatment Plant Office	5	Sewer & Water	
Jacob Zachary	Wastewater Operator	Wastewater Treatment Plant Office	5	Sewer & Water	
Tim Kinchen	Streets & Drainage Supervisor	Department of Public Works	4	Streeets & Drainage	
Paul Vogt	Operator	Department of Public Works	5	Streeets & Drainage	
Taina Euggino	Operator	Department of Public Works	5	Streeets & Drainage	
Mike Holdeman	Operator	Department of Public Works	5	Streeets & Drainage	
Don Guitreau	Operator	Department of Public Works	5	Streeets & Drainage	
Charles Blade	Operator	Department of Public Works	5	Streeets & Drainage	
??	Laborer	Department of Public Works	5	Streeets & Drainage	
Larry Williams	Gas Supervisor	Department of Public Works	3	Gas	
Derick Woods	Foreman	Department of Public Works	5	Gas	
<i>vacant</i>	Service Man/Line Locator	Department of Public Works	5	Gas	
Ernest Boudreaux	Service Man/Line Locator	Department of Public Works	5	Gas	
Larry Turbeville	Service Man	Department of Public Works	5	Gas	
Brandon Richardson	Service Man	Department of Public Works	4	Gas	
William Bolton	Construction Crew Leader	Department of Public Works	5	Gas	
David Coates	Operator	Department of Public Works	5	Gas	
Jeremy Robinson	Helper/Service Man	Department of Public Works	5	Gas	
Jonathon Ricks	Helper/Service Man	Department of Public Works	5	Gas	
<i>vacant</i>	Helper/Service Man	Department of Public Works	5	Gas	
Laura Rice	Office Manager	Department of Public Works	3	Public Works	
Cindy Burge	Administrative Assistant/WW Operator II	Department of Public Works	5	Public Works	
Pamela Talbert	Clerical	Department of Public Works	5	Public Works	Check Back/Confirm with Jamie
Cindy Burge	Administrative Assistant/WW Operator II	Department of Public Works	5	Public Works	1 Mayor
Pamela Talbert	Clerical	Department of Public Works	5	Public Works	2 Mayor Direct Reporters
					3 Manager
					4 Supervisor
					5 Employee







Section 6





New Municipal Building

Site Area Calculations
Various Size Buildings



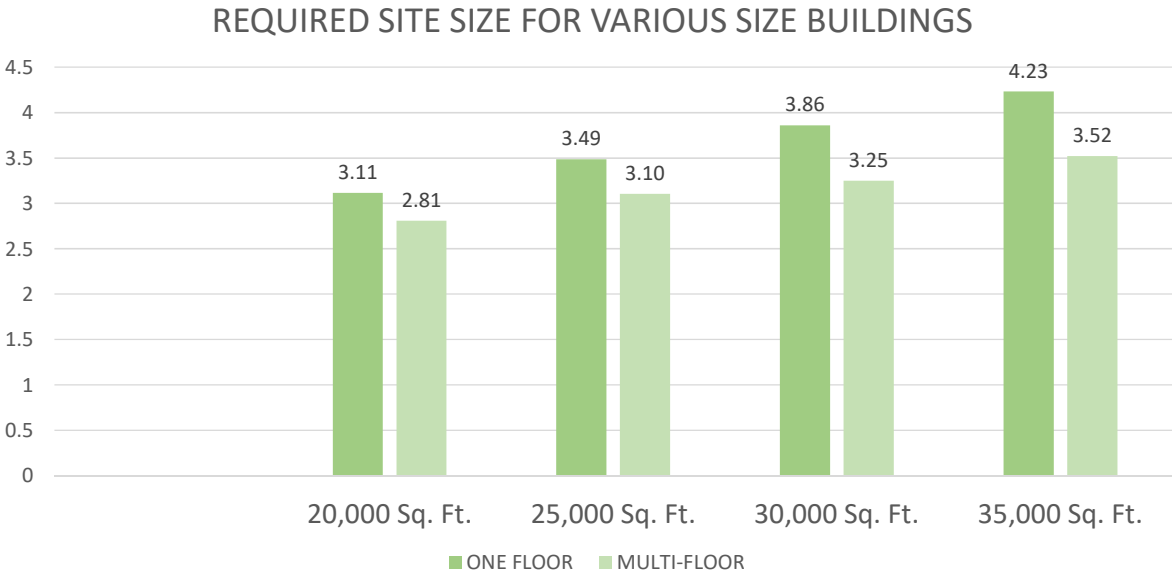
Summary

SITE CALCUATIONS

REQUIRED SITE AREA - ONE FLOOR VS. MULTI FLOOR

	20,000 Sq. Ft.	25,000 Sq. Ft.	30,000 Sq. Ft.	35,000 Sq. Ft.
ONE FLOOR	3.11	3.49	3.86	4.23
MULTI-FLOOR	2.81	3.10	3.25	3.52

Note: 20,000 & 25,000 sq. ft. Buildings are 2 floors, and 30,000 sq. ft. and 35,000 sq. ft. Buildings are 3 floors.





20,000 Square Foot Building

SITE CALCUATIONS

BENCHMARK-SITE SIZE CALCULATION						
ONE FLOOR						
					Site Coverage	
Building Size	20,000	sq. ft.	1	floors =	20,000	sq. ft. (Building Footprint)
Expansion						
Required Parking @	250	1 per 250 sq. ft. =	80	spaces		
80 Required	X	360 sq. ft. per space	=		28,800	sq. ft.
53 For court/ council	X	360 sq. ft. per space	=		19,080	sq. ft.
ADD -Allowance for Site Design Feature					10,000	sq. ft.
ADD -Allowance for Retention Pond					10,000	sq. ft.
ADD -Utilities Dept. Drive thru Lane, Que Space, Exit/Entry Drives					2,850	sq. ft.
ADD -Dumpster					225	sq. ft.
ADD - Emergency Generator and Utility Area					3,000	sq. ft.
ADD - Site Circulation					8,000	sq. ft.
Subtotal					101,955	sq. ft.
Landscaping/ permeable area Factor					1.33	sq. ft.
Total Land Area					135,600	sq. ft.
					43,560	sq. ft./ acres
Total Land Area Required (Minimum)					3.11	acres
					75% Impermeable Area	Impermeable Area

BENCHMARK-SITE SIZE CALCULATION						
TWO FLOOR						
					Site Coverage	
Building Size	20,000	sq. ft.	2	floors =	10,000	sq. ft. (Building Footprint)
Expansion						
Required Parking @	250	1 per 250 sq. ft. =	80	spaces		
80 Required	X	360 sq. ft. per space	=		28,800	sq. ft.
53 For court/ council	X	360 sq. ft. per space	=		19,080	sq. ft.
ADD -Allowance for Site Design Feature					10,000	sq. ft.
ADD -Allowance for Retention Pond					10,000	sq. ft.
ADD -Utilities Dept. Drive thru Lane, Que Space, Exit/Entry Drives					2,850	sq. ft.
ADD -Dumpster					225	sq. ft.
ADD - Emergency Generator and Utility Area					3,000	sq. ft.
ADD - Site Circulation					8,000	sq. ft.
Subtotal					91,955	sq. ft.
Landscaping/ permeable area Factor					1.33	sq. ft.
Total Land Area					122,300	sq. ft.
					43,560	sq. ft./ acres
Total Land Area Required (Minimum)					2.81	acres
					75% Impermeable Area	Impermeable Area

REQUIRED SITE AREA ONE FLOOR VS. 2 FLOOR

	SQ. FT.	ACRES
ONE FLOOR	135,600	3.11
TWO FLOOR	122,300	2.81
MULTI-FLOOR BENEFIT	10%	
Note: 1 Acre = 43,560 sq. ft.		

Note:
Court and City Council Chambers total 1,600 sq. ft.
1600 sq. ft. 1 space required per 30 sq. ft. = 53 Rough Estimate



25,000 Square Foot Building

SITE CALCUATIONS

BENCHMARK-SITE SIZE CALCULATION

ONE FLOOR

					Site Coverage	
Building Size	25,000	sq. ft.	1	floors =	25,000	sq. ft. (Building Footprint)
Expansion						
Required Parking @	250	1 per 250 sq. ft. =		100 spaces		
100 Required	X	360 sq. ft. per space	=		36,000	sq. ft.
53 For court/ council	X	360 sq. ft. per space	=		19,080	sq. ft.
ADD -Allowance for Site Design Feature					10,000	sq. ft.
ADD -Allowance for Retention Pond					10,000	sq. ft.
ADD -Utilities Dept. Drive thru Lane, Que Space, Exit/Entry Drives					2,850	sq. ft.
ADD -Dumpster					225	sq. ft.
ADD - Emergency Generator and Utility Area					3,000	sq. ft.
ADD - Site Circulation					8,000	sq. ft.
Subtotal					114,155	sq. ft.
Landscaping/ permeable area Factor					1.33	sq. ft.
Total Land Area					151,826	sq. ft.
					43,560	sq. ft./ acres
Total Land Area Required (Minimum)					3.49	acres
						sq. ft.
					75% Impermeable Area	Impermeable Area

BENCHMARK-SITE SIZE CALCULATION

TWO FLOOR

					Site Coverage	
Building Size	25,000	sq. ft.	2	floors =	12,500	sq. ft. (Building Footprint)
Expansion						
Required Parking @	250	1 per 250 sq. ft. =		100 spaces		
100 Required	X	360 sq. ft. per space	=		36,000	sq. ft.
53 For court/ council	X	360 sq. ft. per space	=		19,080	sq. ft.
ADD -Allowance for Site Design Feature					10,000	sq. ft.
ADD -Allowance for Retention Pond					10,000	sq. ft.
ADD -Utilities Dept. Drive thru Lane, Que Space, Exit/Entry Drives					2,850	sq. ft.
ADD -Dumpster					225	sq. ft.
ADD - Emergency Generator and Utility Area					3,000	sq. ft.
ADD - Site Circulation					8,000	sq. ft.
Subtotal					101,655	sq. ft.
Landscaping/ permeable area Factor					1.33	sq. ft.
Total Land Area					135,201	sq. ft.
					43,560	sq. ft./ acres
Total Land Area Required (Minimum)					3.10	acres
						sq. ft.
					75% Impermeable Area	Impermeable Area

REQUIRED SITE AREA ONE FLOOR VS. 2 FLOOR

	SQ. FT.	ACRES
ONE FLOOR	151,826	3.49
TWO FLOOR	135,201	3.10
MULTI-FLOOR BENEFIT	11%	
Note: 1 Acre = 43,560 sq. ft.		

Note:
Court and City Council Chambers total 1,600 sq. ft.
1600 sq. ft. 1 space required per 30 sq. ft. = 53 Rough Estimate



30,000 Square Foot Building

SITE CALCUATIONS

BENCHMARK-SITE SIZE CALCULATION						
ONE FLOOR						
			Site Coverage			
Building Size	30,000	sq. ft.	1	floors =	30,000	sq. ft. (Building Footprint)
Expansion						
Required Parking @	250	1 per 250 sq. ft. =	120	spaces		
120 Required	X	360	sq. ft. per space	=	43,200	sq. ft.
53 For court/ council	X	360	sq. ft. per space	=	19,080	sq. ft.
ADD -Allowance for Site Design Feature					10,000	sq. ft.
ADD -Allowance for Retention Pond					10,000	sq. ft.
ADD -Utilities Dept. Drive thru Lane, Que Space, Exit/Entry Drives					2,850	sq. ft.
ADD -Dumpster					225	sq. ft.
ADD - Emergency Generator and Utility Area					3,000	sq. ft.
ADD - Site Circulation					8,000	sq. ft.
Subtotal					126,355	sq. ft.
Landscaping/ permeable area Factor					1.33	sq. ft.
Total Land Area					168,052	sq. ft.
					43,560	sq. ft./ acres
Total Land Area Required (Minimum)					3.86	acres
					75% Impermeable Area	Impermeable Area

BENCHMARK-SITE SIZE CALCULATION						
TWO FLOOR						
			Site Coverage			
Building Size	30,000	sq. ft.	3	floors =	10,000	sq. ft. (Building Footprint)
Expansion						
Required Parking @	250	1 per 250 sq. ft. =	120	spaces		
120 Required	X	360 sq. ft. per space	=		43,200	sq. ft.
53 For court/ council	X	360 sq. ft. per space	=		19,080	sq. ft.
ADD -Allowance for Site Design Feature					10,000	sq. ft.
ADD -Allowance for Retention Pond					10,000	sq. ft.
ADD -Utilities Dept. Drive thru Lane, Que Space, Exit/Entry Drives					2,850	sq. ft.
ADD -Dumpster					225	sq. ft.
ADD - Emergency Generator and Utility Area					3,000	sq. ft.
ADD - Site Circulation					8,000	sq. ft.
Subtotal					106,355	sq. ft.
Landscaping/ permeable area Factor					1.33	sq. ft.
Total Land Area					141,452	sq. ft.
					43,560	sq. ft./ acres
Total Land Area Required (Minimum)					3.25	acres
					75% Impermeable Area	Impermeable Area

REQUIRED SITE AREA ONE FLOOR VS. 2 FLOOR

	SQ. FT.	ACRES
ONE FLOOR	168,052	3.86
TWO FLOOR	141,452	3.25
MULTI-FLOOR BENEFIT	16%	
Note: 1 Acre = 43,560 sq. ft.		

Note:
Court and City Council Chambers total 1,600 sq. ft.
1600 sq. ft. 1 space required per 30 sq. ft. = 53 Rough Estimate



35,000 Square Foot Building

SITE CALCUATIONS

BENCHMARK-SITE SIZE CALCULATION

ONE FLOOR

				Site Coverage		
Building Size	35,000	sq. ft.	1	floors =	35,000	sq. ft. (Building Footprint)
Expansion						
Required Parking @	250	1 per 250 sq. ft. =	140	spaces		
140 Required	X	360 sq. ft. per space	=	50,400	sq. ft.	
53 For court/ council	X	360 sq. ft. per space	=	19,080	sq. ft.	
ADD -Allowance for Site Design Feature					10,000	sq. ft.
ADD -Allowance for Retention Pond					10,000	sq. ft.
ADD -Utilities Dept. Drive thru Lane, Que Space, Exit/Entry Drives					2,850	sq. ft.
ADD -Dumpster					225	sq. ft.
ADD - Emergency Generator and Utility Area					3,000	sq. ft.
ADD - Site Circulation					8,000	sq. ft.
Subtotal					138,555	sq. ft.
Landscaping/ permeable area Factor					1.33	sq. ft.
Total Land Area					184,278	sq. ft.
					43,560	sq. ft./ acres
Total Land Area Required (Minimum)					4.23	acres
					75% Impermeable Area	Impermeable Area

BENCHMARK-SITE SIZE CALCULATION

TWO FLOOR

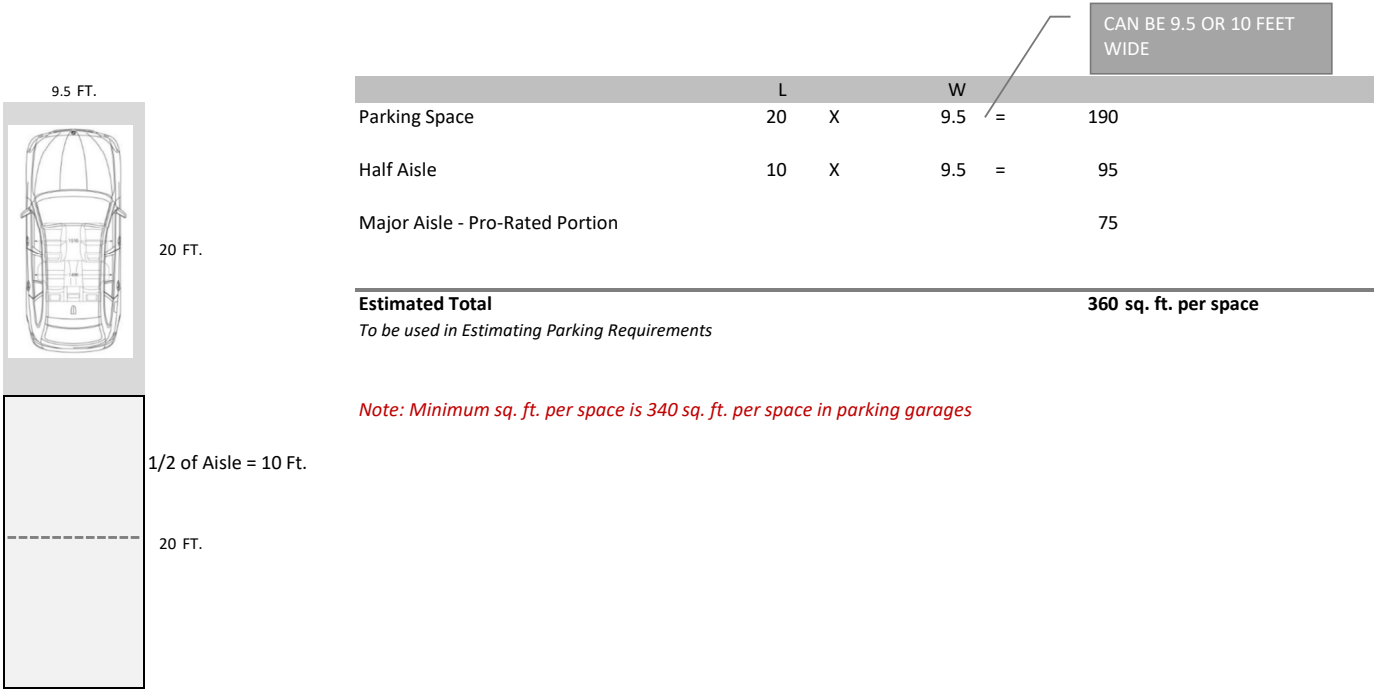
Building Size		35,000	sq. ft.	3	floors =	11,667	sq. ft. (Building Footprint)
Expansion							
Required Parking @		250	1 per 250 sq. ft. =	140	spaces		
140 Required	X	360	sq. ft. per space	=	50,400	sq. ft.	
53 For court/ council	X	360	sq. ft. per space	=	19,080	sq. ft.	
ADD -Allowance for Site Design Feature						10,000	sq. ft.
ADD -Allowance for Retention Pond						10,000	sq. ft.
ADD -Utilities Dept. Drive thru Lane, Que Space, Exit/Entry Drives						2,850	sq. ft.
ADD -Dumpster						225	sq. ft.
ADD - Emergency Generator and Utility Area						3,000	sq. ft.
ADD - Site Circulation						8,000	sq. ft.
Subtotal						115,222	sq. ft.
Landscaping/ permeable area Factor						1.33	sq. ft.
Total Land Area						153,245	sq. ft.
						43,560	sq. ft./ acres
Total Land Area Required (Minimum)						3.52	acres
							sq. ft.
						75% Impermeable Area	Impermeable Area

REQUIRED SITE AREA ONE FLOOR VS. 2 FLOOR

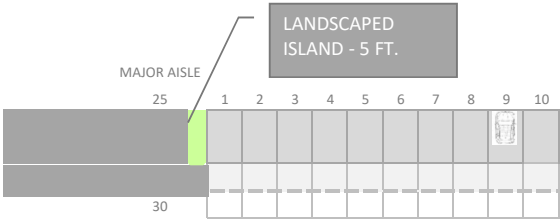
	SQ. FT.	ACRES
ONE FLOOR	184,278	4.23
TWO FLOOR	153,245	3.52
MULTI-FLOOR BENEFIT	17%	
Note: 1 Acre = 43,560 sq. ft.		

Note:
Court and City Council Chambers total 1,600 sq. ft.
1600 sq. ft. 1 space required per 30 sq. ft. = 53 Rough Estimate

BACK-UP
Square Feet Per Parking Space



CALCULATION FOR PRO-RATED PORTION OF MAJOR CIRCULATION AISLE



MAJOR AISLE PRO-RATE CALCULATION					
18	X	25	=	450	
10	X	30	=	300	
SUBTOTAL				750 SQ. FT.	
DIVIDE BY 10 SPACES				10	
ADD ON PER SPACE				75 SQ. FT.	



Summary

Multi-Story Analysis

REQUIRED SITE AREA - ONE FLOOR VS. MULTI FLOOR

REQUIRED SITE AREA ONE FLOOR VS. 2 FLOOR

	SQ. FT.	ACRES	COST OF LAND	
ONE FLOOR	129,110	2.96	\$	645,549
TWO FLOOR	118,443	2.72	\$	592,216
MULTI-FLOOR BENEFIT				8%

Note: 1 Acre = 43,560 sq. ft.

REQUIRED SITE AREA WITH RENTABLE SPACE*

	SQ. FT.	ACRES	COST OF LAND	
ONE FLOOR	155,071	3.56	\$	775,357
TWO FLOOR	118,443	2.72	\$	592,216
MULTI-FLOOR BENEFIT				24%

Note: 1 Acre = 43,560 sq. ft.

*8,500 sq. ft. of gross area is projected to provide a net annual income of \$78,700

MULTI-FLOOR ADVANTAGES

- Less Site Area needed
 - A smaller building footprint decreases the overall site size by 10-20%
- More Secure
 - Fewer entry and exits points make building more secure
- Less Roof Area to construct and maintain
- Increased Natural Light
 - More offices with exterior windows increases the occupant wellbeing
- Streamlined Circulation
 - A multistory building allows for more efficient circulation paths
- More energy Efficient
 - Less sun exposure makes the building easier to cool, saving energy costs
- Easier expansion
 - Expansion is integrated into design, leaving room for later additions

MULTI-FLOOR DISADVANTAGES

- Added cost of Vertical Circulation
- Increased Structural and Foundation work
- Increased Plumbing requirements

BENCHMARK-SITE SIZE CALCULATION					18,000	26,000							
ONE FLOOR					ONE FLOOR WITH RENTABLE SPACE								
Building Size	18,000	sq. ft.	1	floors =	18,000	sq. ft.	Building Size	26,000	sq. ft.	1	floors =	26,000	sq. ft.
Required Parking @	250	1 per 250 sq. ft. =	72	spaces			Required Parking @	250	1 per 250 sq. ft. =	104	spaces		
72 Required	X	360 sq. ft. per s =			25,920	sq. ft.	104 Required	X	360 sq. ft. per s =			37,440	sq. ft.
53 For court/	X	360 sq. ft. per s =			19,080	sq. ft.	53 For court/	X	360 sq. ft. per s =			19,080	sq. ft.
ADD -Allowance for Site Design Feature					10,000	sq. ft.	ADD -Allowance for Site Design Feature					10,000	sq. ft.
ADD -Allowance for Retention Pond					10,000	sq. ft.	ADD -Allowance for Retention Pond					10,000	sq. ft.
ADD -Utilities Dept. Drive thru Lane, Que Space, Exit/Entry Drives					2,850	sq. ft.	ADD -Utilities Dept. Drive thru Lane, Que Space, Exit/Entry Drives					2,850	sq. ft.
ADD -Dumpster					225	sq. ft.	ADD -Dumpster					225	sq. ft.
ADD - Emergency Generator and Utility Area					3,000	sq. ft.	ADD - Emergency Generator and Utility Area					3,000	sq. ft.
ADD - Site Circulation					8,000	sq. ft.	ADD - Site Circulation					8,000	sq. ft.
Subtotal					97,075	sq. ft.	Subtotal					116,595	sq. ft.
Landscaping/ permeable area Factor					1.33		Landscaping/ permeable area Factor					1.33	
Total Land Area					129,110	sq. ft.	Total Land Area					155,071	sq. ft.
					43,560	sq. ft./ acres						43,560	sq. ft./ acres
Total Land Area Required (Minimum)					2.96	acres	Total Land Area Required (Minimum)					3.56	acres
Estimated cost of land per SF				x \$	5.00	/sf	Estimated cost of land per SF				\$	5.00	/sf
Total Cost of Land				Cost of land \$	645,549		Total Cost of Land				\$	775,357	
75% Impermeable Area													

BENCHMARK-SITE SIZE CALCULATION				18,000	
TWO FLOOR					
				Site Coverage	
Building Size	18,000	sq. ft.	2	floors =	9,000 sq. ft. (Building Footprint)
Veritcal Circulation	1,960	sf/floor	2	floors =	980 sq. ft.
Total Building size		19,960			
Required Parking @	250	1 per 250 sq. ft. =	72 spaces		
72 Required	X	360 sq. ft. per s =	25,920 sq. ft.		
53 For court/	X	360 sq. ft. per s =	19,080 sq. ft.		
ADD -Allowance for Site Design Feature			10,000 sq. ft.		
ADD -Allowance for Retention Pond			10,000 sq. ft.		
ADD -Utilities Dept. Drive thru Lane, Que Space, Exit/Entry Drives			2,850 sq. ft.		
ADD -Dumpster			225 sq. ft.		
ADD - Emergency Generator and Utility Area			3,000 sq. ft.		
ADD - Site Circulation			8,000 sq. ft.		
Subtotal			89,055 sq. ft.		
Landscaping/ permeable area Factor			1.33		
Total Land Area			118,443 sq. ft.		
			43,560 sq. ft./ acres		
Total Land Area Required (Minimum)			2.72 acres		
			x \$ 5.00 /sf		
			\$ 592,216		75% Impermeable Area

REQUIRED SITE AREA ONE FLOOR VS. 2 FLOOR			
	SQ. FT.	ACRES	COST
ONE FLOOR	129,110	2.96	\$ 645,549
TWO FLOOR	118,443	2.72	\$ 592,216
MULTI-FLOOR BENEFIT	8%		
Note: 1 Acre = 43,560 sq. ft.			

NEW MUNICIPAL BUILDING - Program Offices

Description	Existing Staffing Thru 2018			Projected Staffing thru 2023			
	Qty.	SF Req'd	Total SF	Qty.	SF Req'd	Total SF	
Neighborhoods							In Corporate Office
Mayor							
Mayor	1	160	160	1	200	200	Jimmy Watson
Mayor's Court							
Judge				1	150	150	Todd Caruso
Prosecutor/City Attorney	1	83	83	1	200	200	Bobby King
Visiting Attorney Meeting Room				1	200	200	
Clerk of Court	1	145	145	1	150	150	Jan McDonald
Court Assistant	1	145	145	2	90	180	Janice Valenti
Municipal Clerk							
Municipal Clerk/Tax Collector	1	90	90	1	300	300	Myra Streeter
Clerk				1	150	150	
Clerk / Permit Receptionist				1	90	90	
Occupational Lic./Receptionist	1	95	95	1	90	90	Mary Poe
Human Resources							
H.R./Payroll	1	140	140	1	200	200	Tammy Payton
H.R./Payroll/Grant Assistant	1	107	107	1	150	150	Darla Peak
Assistant to H.R. Manager / HR Receptionist				1	90	90	
Finance							
Director of Finance	1	150	150	1	200	200	Mike Cotton
Assistant to Finance/Payroll/Grant Co	1	165	165	1	150	150	Kelsey Murray
Operations							
Chief Operating Officer	1	140	140	1	200	200	Jamie Etheridge
Admin. Assist./Assist. Clerk	1	120	120	1	150	150	Lisa Frey
Fac. Man./Emergency Ops.				0		0	Darren Blevins
Billing							
Billing Supervisor	1	135	135	1	200	200	Ira Cook
Accounts Recievable	1	170	170	1	150	150	
Future Full Time Employee				1	120	120	
Billing/Utilities	4	75	300	5	90	450	April, Kayle, Sephronia, Jodi
Permits							
Bldg. Official/Floodplain Admin.	1	120	120	1	150	150	Nancy Kimble
Bldg. Dept. Office Manager FT	1	120	120	1	120	120	Julie Forbes
Office Assistant PT / Receptionist	1	60	60	1	90	90	
Floodplain Manager PT	1	60	60	1	120	120	Lynette Richardson
Plan Review / Storage	1	250	250	1	300	300	
Inspectors	2	36	72	4	36	144	
DPW							
Purchasing Agent				1	120	120	Dee-Dee Ockman

[illegible]

- 48 sf assumes 6x8 desk/cubicle system
- 25 sf assumes locker or carrel type space
- 90 assumes workstation desk
- 120 sf assumes part-time employee
- 150 sf assumes medium office
- 200 sf assumes large managers office
- 300 sf assumes large office w/ on-hand storage

Building Support Spaces

Description	Existing thru 2018			Projected thru 2023			
	Qty.	SF Req'd	Total SF	Qty.	SF Req'd	Total SF	
Lobby							
Main / Reception	1	132	132	1	300	300	
H.R. Lobby				1	95	95	
Clerk of Court Lobby				1	120	120	
Municipal Clerk Lobby				1	120	120	
Billing Lobby	1	115	115	1	250	250	
Permit Lobby	1	92	92	1	120	120	
Facility Operations							
Main Mechanical Room	1	58	58	1	200	200	
Floor Mechanical Room				2	120	240	
Main Elec./Tel./Comm	1	38	38	1	150	150	
Elec./Tel./Comm				2	80	160	
Server Room	1	136	136	1	135	135	
Janitor Storage				2	60	120	
Restrooms							
Women's Toilet Rooms	1	45	45	2	225	450	
Men's Toilet Rooms	1	43	43	2	225	450	
Vertical Circulation							
Public Elevators				2	220	440	
Elevator Equipment Room				1	120	120	
Elevator Lobby				2	200	400	
Mechanical Shafts				2	80	160	
Stairs				4	180	720	
Print							
Copy Rooms	1	100	100	2	150	300	
Meeting Spaces							
Small Meeting Room	1	200	200	1	200	200	
Large Conference / Training Room				1	600	600	
Storage							
Office Supply Storage				1	80	80	
Billing File Room				1	150	150	
Clerk of Court File Room				1	225	225	
Storage (Previously Off-site)	1	640	640	1	1,000	1,000	
Miscellaneous							
Break Room	1	103	103	2	200	400	
Mother's Room				1	100	100	
Council Chambers / Courtroom	1	1,230	1,230	1	2,000	2,000	
Chair Storage for Courtroom				1	200	200	
Minute-Resolution Room				1	385	385	
Subtotal	13		2,932	44		10,390	SF

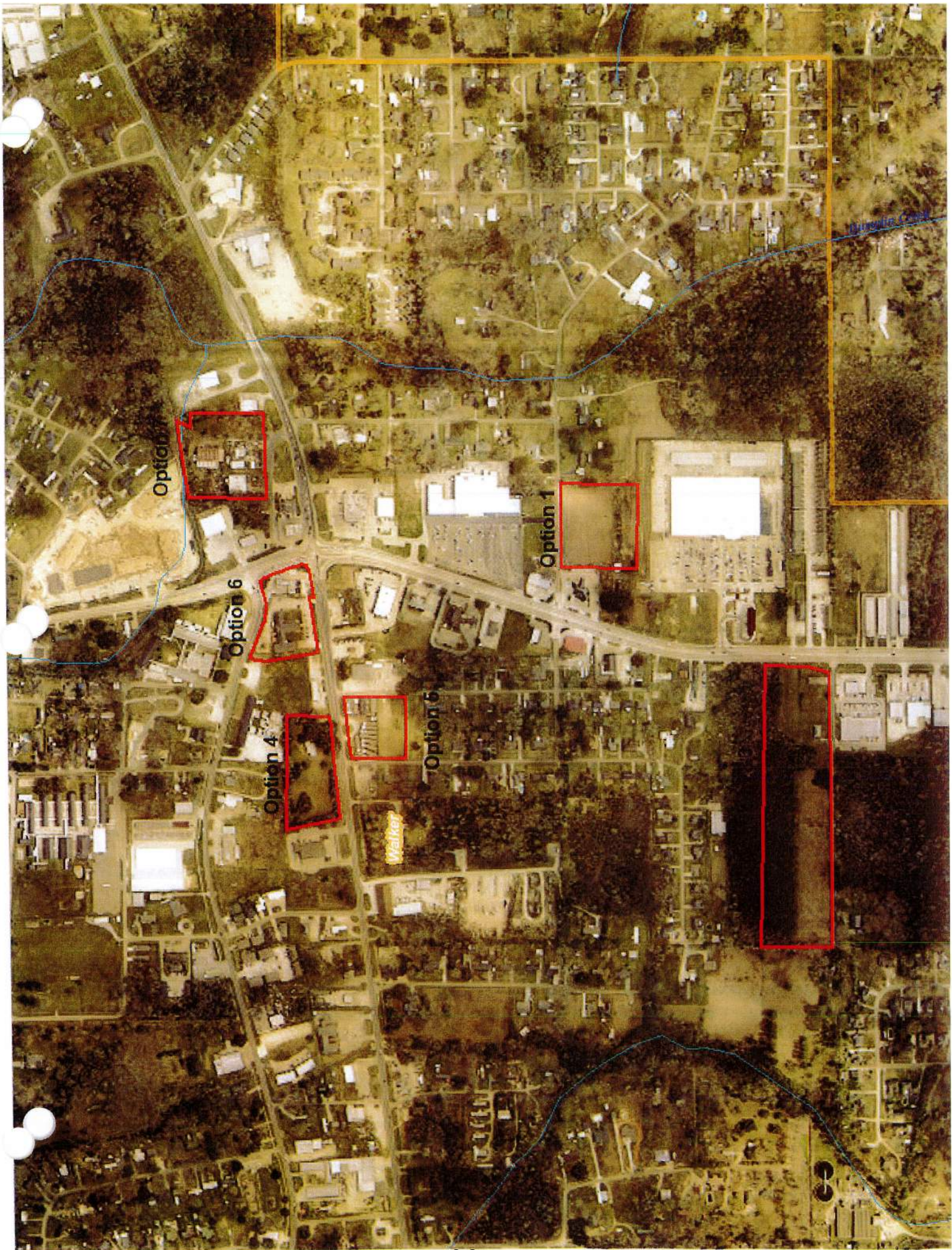
NEW MUNICIPAL BUILDING

				Circulation Factor	1.10	
			TOTAL SF WITH CIRCULATION		11,429	SF
		Main Program SF			6,018	SF
		Support Space SF			11,429	SF
			Total SF		17,447	SF
		*Total with Tenant Shell Space			26,170	SF

*Added 50% to overall floor area for
shelled space for future growth

SITE OPTIONS MAP





EXECUTIVE SUMMARY

We surveyed the market for potential sites for the location of the new city hall for the City of Walker. We identified seven potential locations. All have merit based on location, ease of ingress and egress, and configuration. Included herein is a map identifying the locations of the seven options, detailed information on each site, and a summary spread sheet of pertinent data with a ranking order to help the City of Walker in the selection process.

Option 1

Option 1 is located east of the intersection of Walker South Road and Aydell Ln with frontage facing north along Aydell Ln. It is owned by John Blount. This option is part of a larger planned development consisting of over 20 acres bordering to the north and east sides of Stine Hardware. It is listed for \$1,535,490 or \$326,700 per acre which equates to \$7.50 per square foot.





October 23, 2018

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1 inch = 115 feet

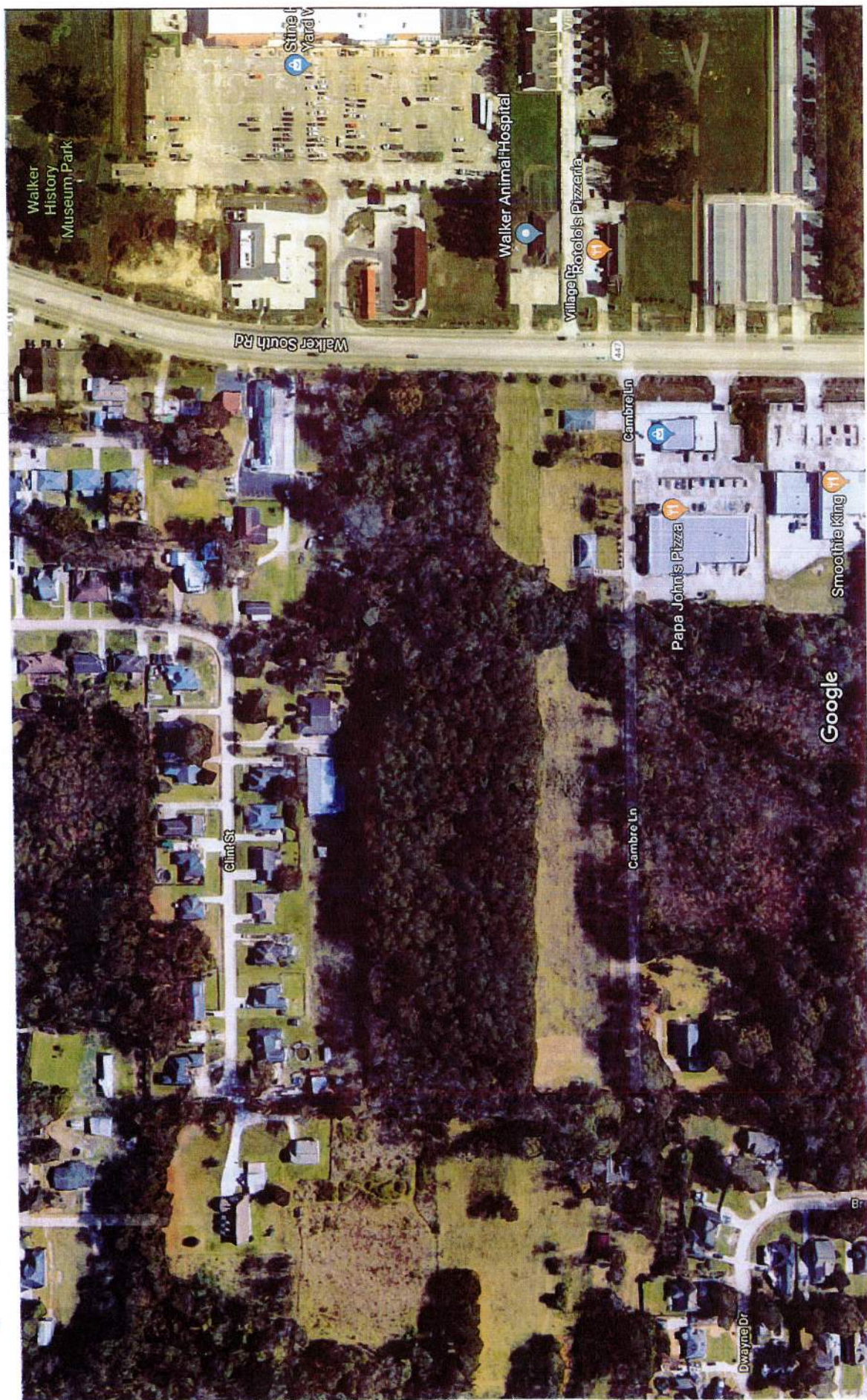
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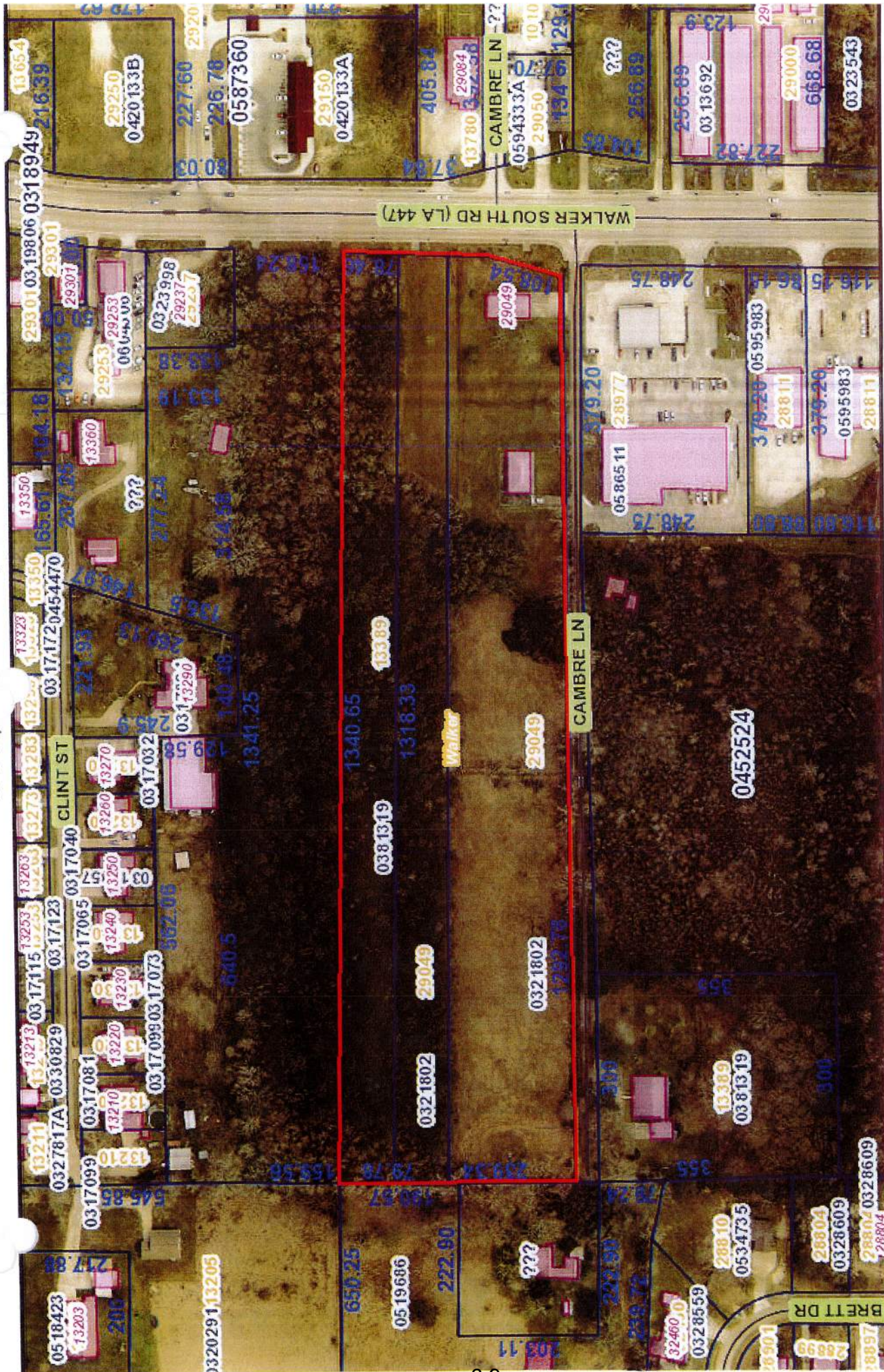
Option 2

Option 2 is located north of the intersection of Walker South Road and Cambre Lane and on the west side of Walker South Road. It is owned by the Peak Family. Originally it consisted of 7.33 acres and was listed for \$1,867,869 or \$256,825 per acre which equates to \$5.85 per square foot. A .88 acre tract with frontage along Walker South Road was sold to Terrell Investments for development of a Sherwin Williams retail store. This sale had not closed as of the date of this report, so the sales price has not been disclosed. Ted Terrell did indicate that he would create a shared access easement to the rear tract.

In discussions with the listing agent, Justin Langlois, we have requested that he price out the site behind the Sherwin Williams store and we are waiting on a response. Assuming that the sales price is \$5.00 per square foot (discounted for lack of frontage), the price for a 4-acre tract would be \$841,200.



Geoparital map



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October 23, 2018

1 inch = 185 feet

0 100 200 300 400 Feet

7.33 Acres on Walker South Road

TBD Hwy. 447 (Walker South Road), Walker, LA 70785



Listing ID: 29688293
Status: Expired
Property Type: Vacant Land For Sale
Possible Uses: Retail
Gross Land Area: 7.33 Acres
Sale Price: \$1,867,869
Unit Price: \$254,825 Per Acre
Sale Terms: Cash to Seller



Overview/Comments

7.33 acres available on Walker South Road (Hwy. 447) located in Walker, Louisiana. The site is located across the street from Stine Lumber and situated between I-12 and Florida Blvd. (Hwy. 190). Ideal for retail/commercial development: Medical, Multi-Family, Bank, Restaurant, Hotel, Retail Shopping Center, etc.

Lot 1 and Northern ½ of Lot 2 of the Subdivision of Land by James R. Joffrion in Section 36, T6S-R3E (as per plat Dated November 26, 1962).

Contact agent for more information.

- 7.33 acres
- Located across street from Stine Lumber
- Prime exposure on Walker South Road
- Approx. 240ft of frontage
- Ideal for retail, medical, office and multi-family

General Information

Possible Uses: Retail
Zoning: RURAL
Sale Terms: Cash to Seller

Area & Location

Property Located Between:	Walker South Road Near Cambre Lane	Road Type:	Paved
Side of Street:	West	Highway Access:	I-12 and Hwy. 190 (Florida Blvd.)

Area Description Site located north of I-12 and situated across the street from the new Stine Lumber in Walker, LA; approximately 0.40 miles south of Florida Blvd. (Hwy. 190) and approximately 0.80 miles north of I-12.

Land Related

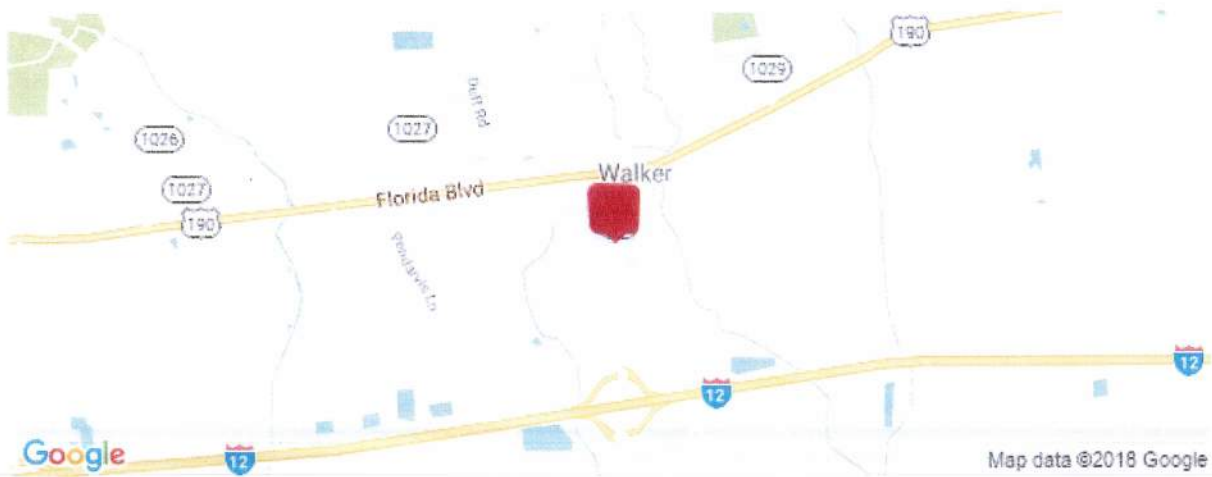
Lot Frontage: 240
Lot Depth: 1340
Development Name: 7.33 Acres on Walker South Road

Financials

Finance Data Year: 2015

Location

Address: TBD Hwy. 447 (Walker South Road), Walker, LA 70785
County: Livingston
MSA: Alexandria



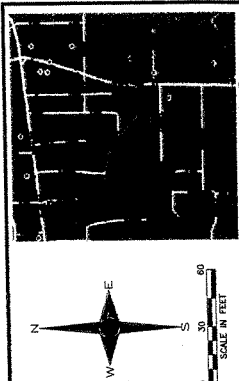
Property Contacts



Justin P Langlois

SVN - Graham, Langlois & Legendre, LLC
225-445-6434 [M]
225-367-1515 [O]
justin.langlois@svn.com





VICINITY MAP
SCALE: 1" = 100'

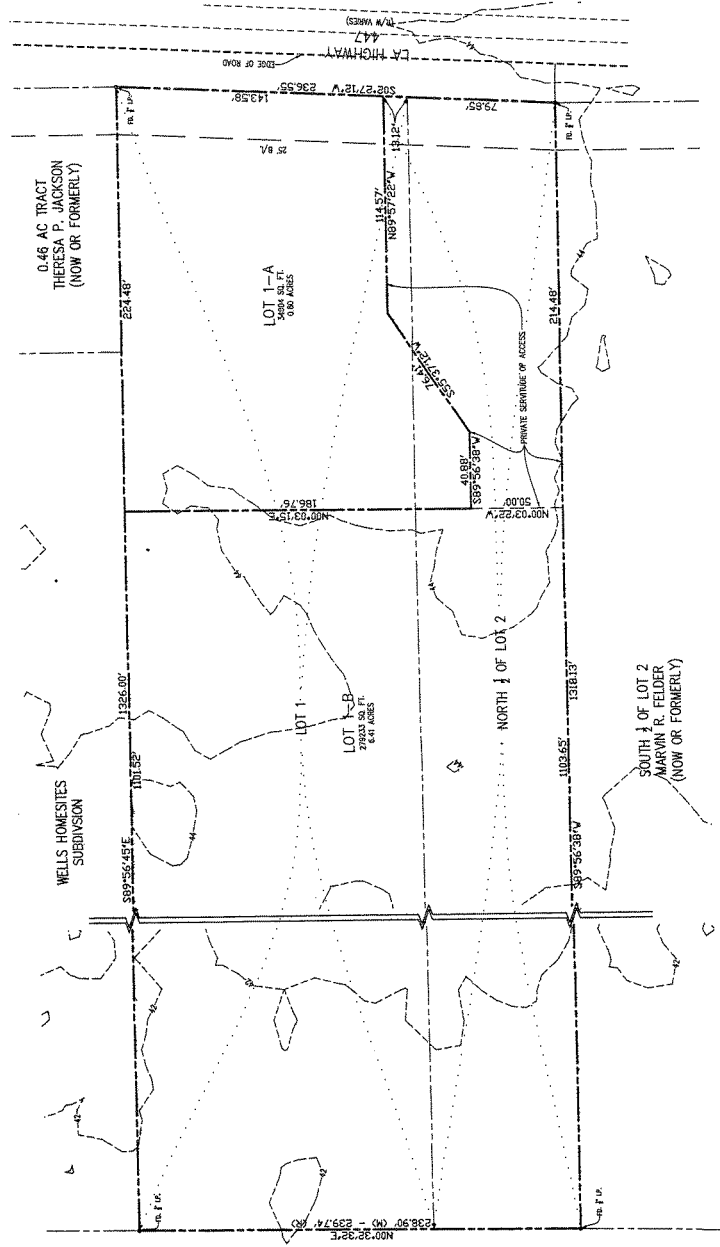
MINIMUM SETBACKS:
 FRONT 15'
 REAR 15'
 SIDE 10'

GENERAL NOTES:
 1. ALL SETBACKS TO BE MEASURED FROM THE EXISTING LOT LINES.
 2. THE CITY OF WALKER HAS REVIEWED THIS PLAN AND HAS APPROVED IT FOR THE CITY OF WALKER.
 3. THE CITY OF WALKER HAS REVIEWED THIS PLAN AND HAS APPROVED IT FOR THE CITY OF WALKER.
 4. THE CITY OF WALKER HAS REVIEWED THIS PLAN AND HAS APPROVED IT FOR THE CITY OF WALKER.

DEDICATION:
 THE DEDICATION OF THE TRACT OF LAND HEREIN DESCRIBED TO THE CITY OF WALKER, LOUISIANA, FOR THE PURPOSE OF THE CITY OF WALKER, LOUISIANA, IS HEREBY DECLARED.

SEWAGE DISPOSAL:
 THE SEWAGE DISPOSAL OF THE TRACT OF LAND HEREIN DESCRIBED IS HEREBY DECLARED TO BE THE RESPONSIBILITY OF THE OWNER OF THE TRACT OF LAND HEREIN DESCRIBED.

APPROVED:
 DATE: 8-20-18
 DATE: 8/16/2018
 DATE: 8/16/18
 DATE: 8/16/18
 DATE: 8-20-18
 DATE: 8-20-18



Map Showing Resubdivision
LOT 1 AND THE SOUTH 1/2 OF LOT 2
O.L. FELDER PROPERTY

LOT 1-A & 1-B
 Located at Section 36, Township 6 South, Range 3 East
 Greenburg Land Company, Inc.
 Greenburg, Louisiana

BRYAN KEVIN PEAK, WILLIAM LYLE PEAK, STACY ANN PEAK & MARVIN LYLE PEAK, JR.

BENCHMARK GROUP L.L.C.
 LAND SURVEYING • CIVIL ENGINEERING
 LAND PLANNING • LANDSCAPE ARCHITECTURE
 11524 HENRYWOOD AVENUE, SUITE 100, GREENBURG, LOUISIANA 70303
 PHONE: 225-386-4477 • FAX: 225-386-4478 • WWW.BENCHMARKGROUP.COM

REFERENCE MAPS:
 1) MAP SHOWING LOTS 1 AND THE SOUTH 1/2 OF LOT 2 O.L. FELDER PROPERTY, BY: E. BERT
 2) MAP SHOWING LOTS 1 AND THE SOUTH 1/2 OF LOT 2 O.L. FELDER PROPERTY, BY: E. BERT
 3) MAP SHOWING LOTS 1 AND THE SOUTH 1/2 OF LOT 2 O.L. FELDER PROPERTY, BY: E. BERT

NOTES:
 1. THE SURVEY WAS MADE BY THE SURVEYOR ON THE GROUND AND THE RESULTS WERE CHECKED BY THE SURVEYOR.
 2. THE SURVEY WAS MADE BY THE SURVEYOR ON THE GROUND AND THE RESULTS WERE CHECKED BY THE SURVEYOR.
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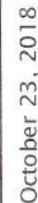
APPROVED:
 DATE: 8-20-18
 DATE: 8/16/2018
 DATE: 8/16/18
 DATE: 8/16/18
 DATE: 8-20-18
 DATE: 8-20-18

Option 3

Option 3 is located at the corner of Walker South Road and Cambre Lane and is on the west side of Walker South Road. It is owned by the Felder Family, who are cousins to the Peeks. It appears to be about 3.25 acres and includes two single-family residences. Mr. Felder's mother occupies the residence near the corner and according to Justin Langlois, she will remain in the home until her death. Therefore, Justin does not believe it is for sale at this time but he will discuss with Randy Felder and let us know.

Assuming a similar price range as Option 2, the site should be priced at \$5.85 per square foot (since it does include the corner) or \$828,185 for 3.25 acres.





1 inch = 185 feet

OP 4

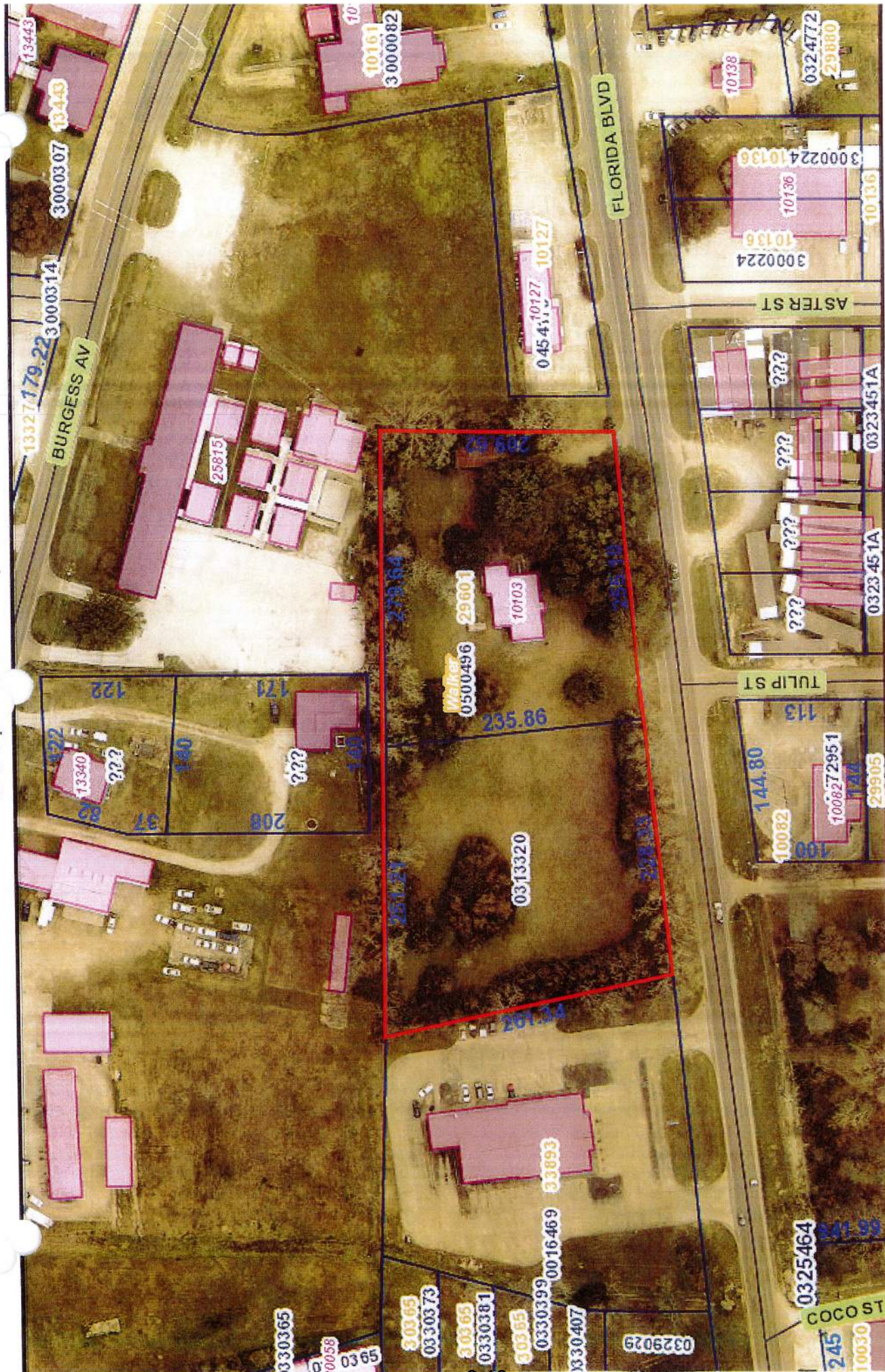
Option 4

Option 4 is located near the existing municipal court west of the intersection of Walker South Road and Florida Blvd and it faces south along Florida Blvd. It contains approximately 2.72 acres and includes one single- family residence. It is for sale by ~~the~~ Arthur Israel. It is listed for \$1,658,765 or \$609,840 per acre which equates to \$14.00 per square foot.

Mr. Israel did indicate a willingness to negotiate on the price.



Geop. tal. map



October 23, 2018

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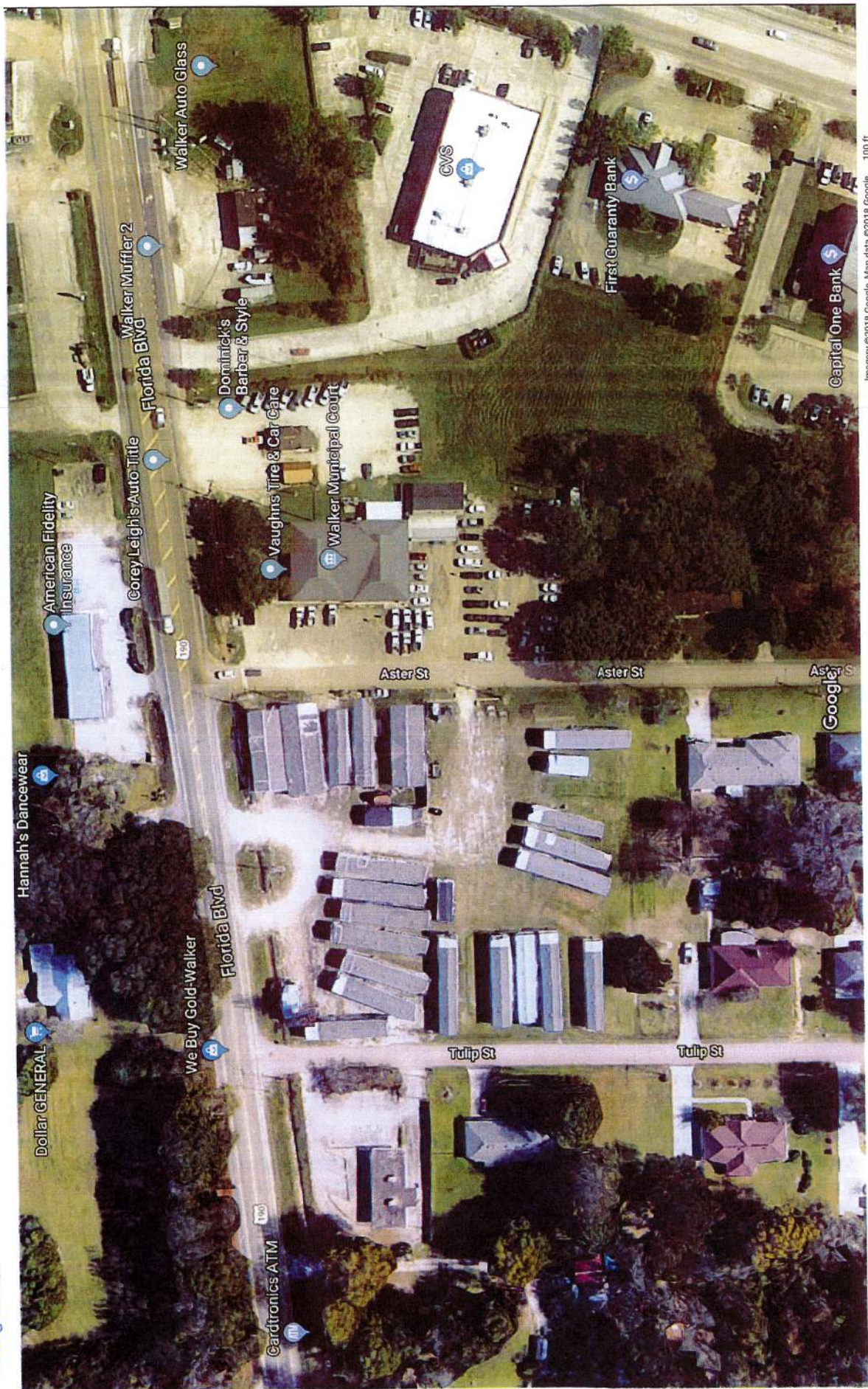
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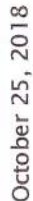
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Option 5

Option 5 is located on the south side of Florida Boulevard and encompasses the block between Aster Street and Tulip Street. It is owned by the Lee Family and contains approximately 3 acres according to Cynthia Lee. Currently it is home to a mobile home sales lot and also includes two single family residences.

Mrs. Lee is not sure if the family will sell and asked that we make an offer for them to consider. Since we are not at that point in our process, I have used a listing price of \$14.00 per square foot which is the listing same price as the 2.75 acre tract identified as Option 4 herein. The price for 3 acres would be \$1,829,520.





1 inch = 123 feet



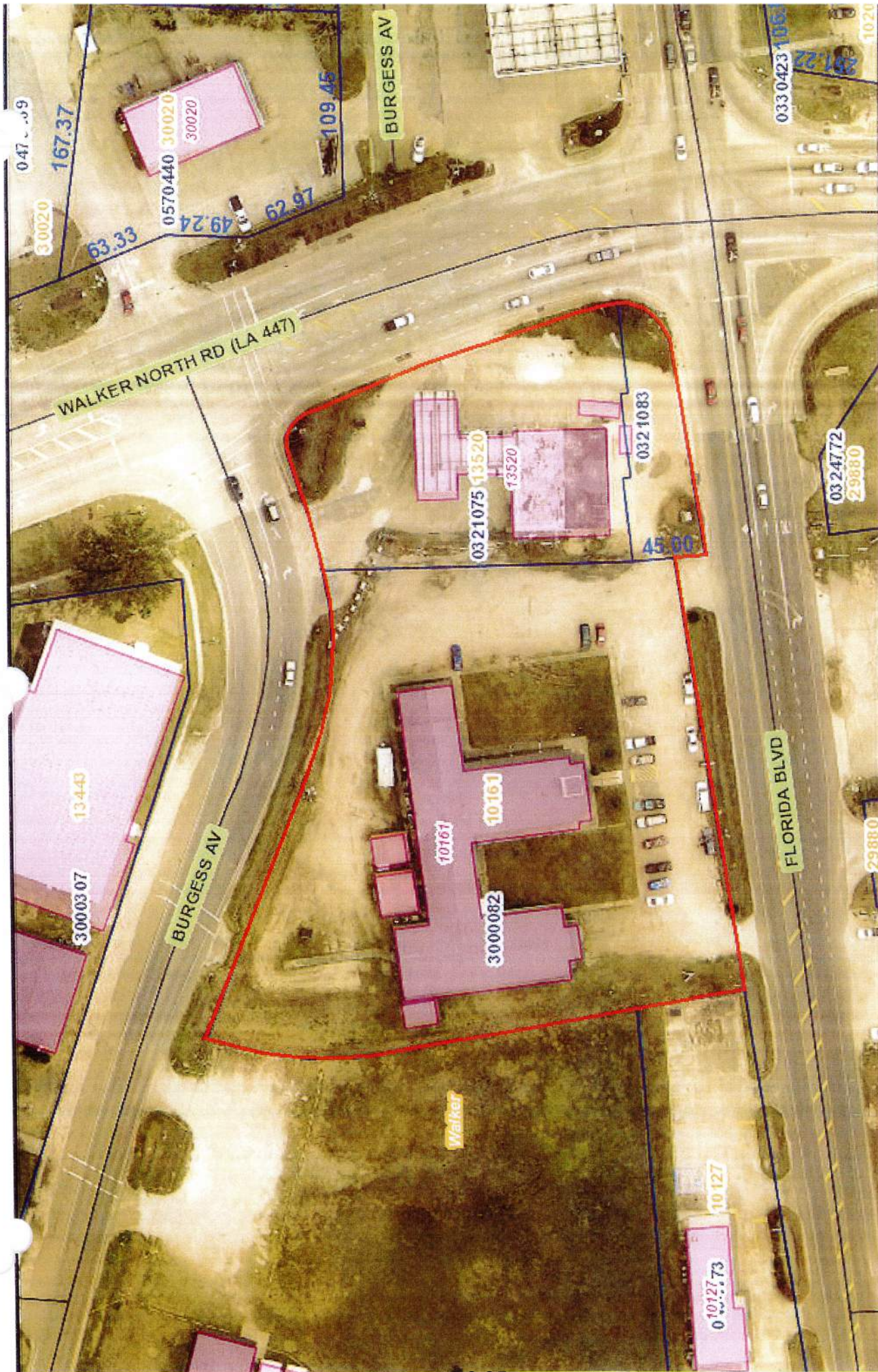
Option 6

Option 6 consists of 2 different listings and is location at the NWC of Walker South Road and Florida Boulevard which would be considered the "Heart of Walker". The physical address is 13520 Burgess Avenue and 10161 Florida Boulevard. Improvements on the sites include a convenience store on the corner and a church on the adjacent site to the west.

The convenience store site contains .69 acres and the church site contains 1.68 acres for a total area of 2.37 acres. The combined list price for both sites is \$1,749,000 or \$16.94 per square foot. The improvements would have to be demolished, which would add to the cost of the sites. Also because of its use as a convenience store with gas pumps, there may be environmental issues that need to be dealt with.

This option is too small for the new city hall and the price is prohibitive but is included herein in order to provide a comparison with the other options and to underscore the wide range of values based on location.





DISCLAIMER: Every reasonable effort has been made to assure the accuracy of the data presented. The Livingston Parish Assessor's Office makes no warranties, express or implied, regarding the completeness, reliability or suitability of the site data and assumes no liability associated with the use or misuse of said data. The Assessor retains the right to make changes and update data on this site at anytime without notification. The parcel data on the base map is used to locate, identify and inventory parcels of land in the Parish of Livingston only, and is not to be used or interpreted as a legal survey or legal document. Additional data layers not originating in the Assessor's Offices are also presented for informational purposes only. Before proceeding in any legal matter, all data should be verified by contacting the appropriate parish or municipal office.

October 23, 2018

1 inch = 78 feet



Hard Corner in Walker

Catylist ID: #30258450

13520 Burgess Ave, Walker, LA 70785

VACANT LAND FOR SALE

Catylist Listing ID:	30258450
Property Subtypes:	Retail, Retail-Pad, Other
Gross Land Area:	30,000 SF
Sale Price:	\$799,000
Unit Price:	\$26.63 PSF
Sale Terms:	Cash to Seller
Cap Rate:	Undisclosed
Last Updated:	9/13/2018
Days on Market:	678



Overview / Comments

I am pleased to present this prime hard corner located in Walker, LA for sale. Located at the corner of Walker Road North and Florida Boulevard (US 190), this property provides great visibility and easy ingress/egress. The property has a driveway on Walker Road North, Florida Boulevard, and Burgess Avenue. The site is currently being used as a convenience store and has three small suites built off the rear of the building. Two of the three suites are currently leased. The site is surrounded by national retailers including, CVS, Walgreen's, Family Dollar, O'Reilly Auto Parts, Goodwill, etc.

*C-store Property can be combined with church property to form large hard corner.

*Alcohol sales are close to impossible.

- Great Site For Quick Service Restaurant
- Great Visibility and Access
- Driveways to All Three (3) Streets Surrounding Site
- Currently Operated as Convenience Store with Fuel
- Quick Access to Walker Rd N, Florida Blvd and I-12
- New Family Dollar and O'Reilly Auto Parts Across from Site
- Alcohol Sales are Near Impossible

Additional Details

Nearest MSA:	Baton Rouge
County:	Livingston
Submarket/Township:	82
Tax ID/APN:	0321075
Property Located Between:	Florida Blvd & Burgess Ave
Traffic/Vehicle Count:	20,000

Map



Demographic Statistics

Proximity:	1 mile	3 miles	5 miles
Total Population:	3,312	19,909	46,397
Median Age:	34.89	32.23	33.77

Households: 1,228 7,085 16,599

Contact



Roger
Clark

Labarre
Associates
Real
Estate,

LLC

★ LACDB Member

225-405-2890 [Mobile]

Source

Original Source: Member Entered

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Large Redevelopment Opportunity - Walker, LA

Catylist ID: #30145282

10161 Florida Blvd, Walker, LA 70785

VACANT LAND FOR SALE

Catylist Listing ID:	30145282
Property Subtypes:	Office, Retail, Retail-Pad, Self Storage
Gross Land Area:	1.68 Acres
Sale Price:	\$950,000
Unit Price:	\$565,476 Per Acre
Sale Terms:	Cash to Seller
Cap Rate:	Undisclosed
Last Updated:	9/23/2018
Days on Market:	461



Overview / Comments

Padial Real Estate, Inc. is pleased to present this prime lot for sale in Walker, LA. Located at the corner of Walker Road North and Florida Boulevard (US 190), this property provides great visibility and easy ingress/egress. The site is currently used as a church. The property is surrounded by national retailers including, CVS, Walgreens, Family Dollar, O'Reilly Auto Parts, Goodwill, etc.

*Property can be combined with C-store on corner of Burgess and Walker Rd to form large hard corner.

- Possible Assemblage with C-store
- Great Visibility and Access
- National Tenancy Surrounding Site
- Quick Access to Walker Rd N, Florida Blvd and I-12
- New Family Dollar and O'Reilly Aut Parts Across from Site

Additional Details

Nearest MSA:	Baton Rouge
County:	Livingston
Submarket/Township:	82
Tax ID/APN:	3000082
Property Visibility:	Excellent
Largest Nearby Street:	Florida Ave & Walker Road S.
Feet of Frontage:	254
Traffic/Vehicle Count:	20,153
Lot Frontage:	254'

Demographic Statistics

Proximity:	1 mile	3 miles	5 miles
Total Population:	3,312	19,909	47,336
Median Age:	34.89	32.23	33.79

Map



Households: 1,228 7,085 16,984

Contact



**Roger
Clark**

Labarre
Associates
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Estate,

LLC

★ LACDB Member

225-405-2890 [Mobile]

Source

Original Source: Member Entered

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SITE OPTIONS

SUMMARY SPREAD SHEET

Summary of Options
City of Walker New City Hal

22-Oct-18

Option Location Size Price Price per square foot Ranking	One WRS and Haydel Lane 4 acres	\$1,306,800 \$7.50 1		Option Location Size Price Price per square foot Ranking	Five Florida Blvd. Adjacent to City Hall 3 acres UK UK Six 13520 Burgess/10161 Florida Blvd. 2.37 acres Seven 13635 and 13186 Burgess 2.77 acres 2
Option Location Size Price Price per square foot Ranking	Two WRS and Cambre Lane Adjacent 4 acres of a 6.45 acre tract	\$841,200 \$5.00 3		Option Location Size Price Price per square foot Ranking	Seven 13635 and 13186 Burgess 2.77 acres 7
Option Location Size Price Price per square foot Ranking	Three WRS and Cambre Corner 3.25 acres	\$828,125 \$5.85 4		Option Location Size Price Price per square foot Ranking	\$948,725 \$7.86 6
Option Location Size Price Price per square foot Ranking	Four Florida Blvd. Adjacent to US PO 2.72 acres	\$1,658,765 \$14.00 5		Option Location Size Price Price per square foot Ranking	6

Conclusion:

Option One is ranked first due to its size, location near a major artery, ease of access, site functionality and utility.
Option Five is ranked second provided Aster Street could be closed to create more area. It is adjacent to the existing government complex and some economies of scale could be created.
The remaining options have various issues-Options 2 and 3 may not be for sale and lack functional utility due to length/width ratios: Options 4, 6, and 7 are smaller sites.

Option 7

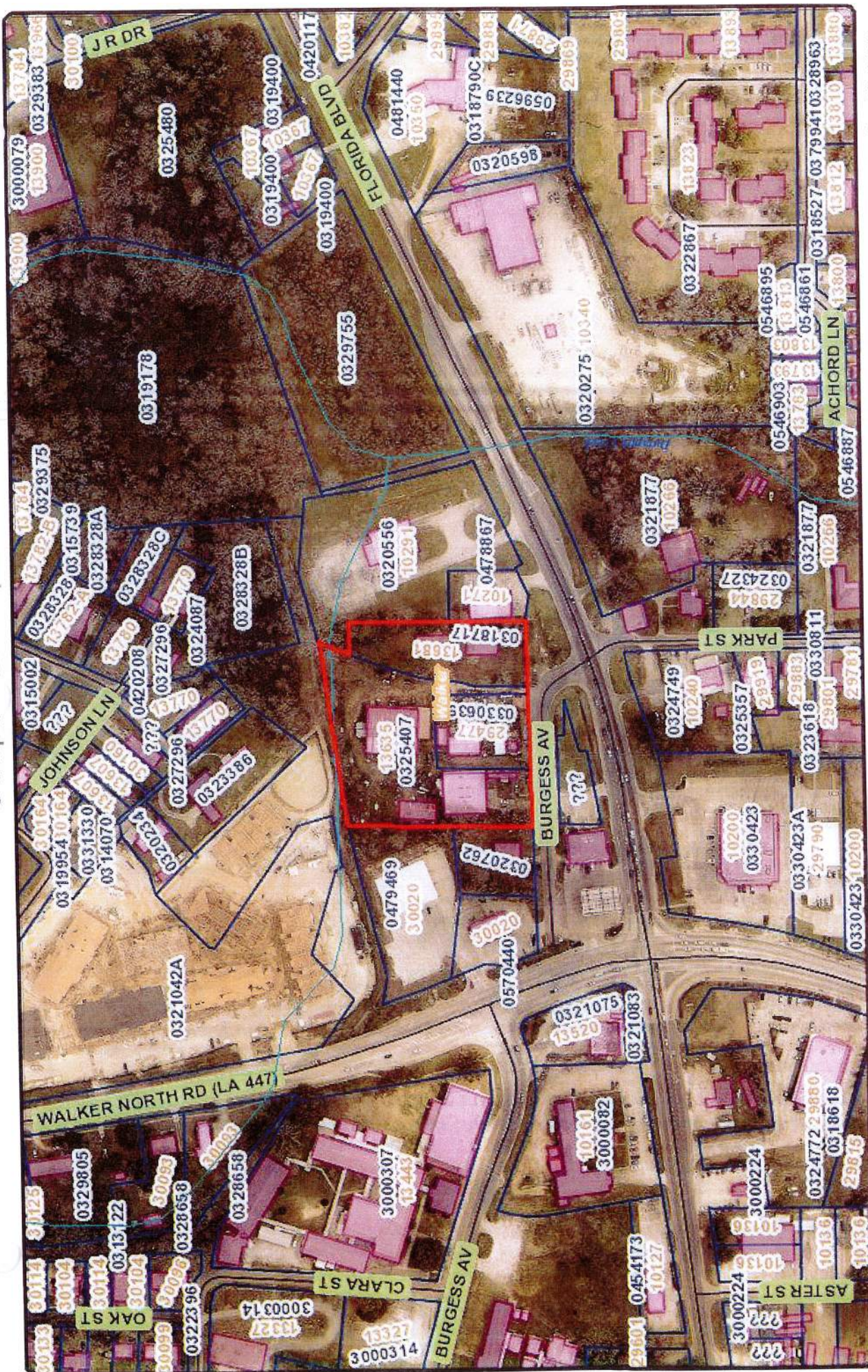
Option 7 consists of two different listings and is located near the NEC of Walker Road South and Florida Boulevard, across the street and east of Option 6. The physical address is 13635 Burgess Avenue and 13186 Burgess Avenue. Improvements on the sites include a scrap metal yard on the site nearest the corner and a single-family residence on the site adjacent to the east.

The site nearest the corner contains about .33 of an acre but is surrounded by a larger 1.69 acre tract that is also for sale. The adjacent site contains about .75 acres. Total site area of the two listed sites is 1.08 acres. The combined sales price for these two tracts is \$369,900 or \$7.86 per square foot. Adding the remaining 1.69 acres at the same price results in a sales price for the 1.69 acre tract of \$578,825 and a total price of \$948,725 for the entire 2.77 acre tract. The improvements would have to be demolished which would add to the cost of the sites. Also, it is noted, that because of its industrial use, there may be environmental issues that need to be dealt with.

This option is too small for the new city hall but is included herein in order to provide a comparison with the other options and to underscore the wide range of values based on location.



Geop al Map



October 25, 2018

1 inch = 245 feet



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Nearly 2/3 Acre with Building in the Heart of Walker

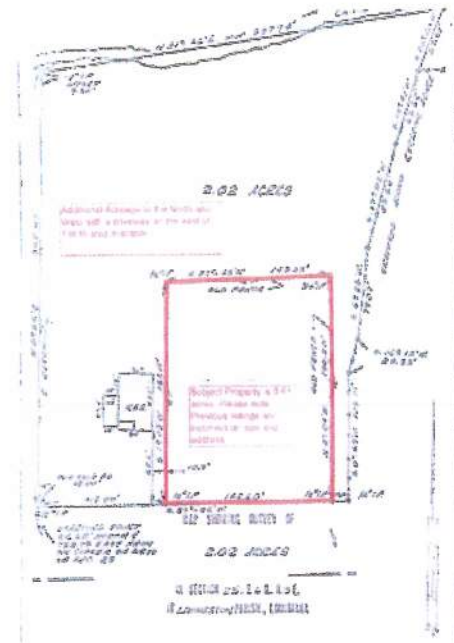
Catylist ID: #30214758

13635 Burgess Ave, Walker, LA 70785

INDUSTRIAL FOR SALE

Catylist Listing ID:	30214758
Property Subtypes:	Mixed Use, Light Industrial
Building Size (RSF):	1,800 SF
Gross Land Area:	14,400 SF
Sale Price:	\$189,900
Unit Price:	\$105.50 PSF
Ceiling:	14 ft.
Office SF:	592 SF
Drive In Bays:	1 Bay
Property Use Type:	Investment
Building Name:	The Wascom Building
Usable Size (USF):	1,800 SF
Sale Terms:	Cash to Seller
Cap Rate:	Undisclosed
Last Updated:	9/21/2018
Days on Market:	231

Overview / Comments



This property lies on a short spur of Burgess Road, barely off of the main intersection in Walker where Hwy 447 (Walker Road) meets Hwy 190 (Florida Blvd.) From Florida, there is an unobstructed view of, and direct access to, the property. Used for vehicle repair in the past, it has a ruggedly constructed 60' x 30' building with a heated and cooled retail office section, over 1200 square feet of warehouse/shop space, 14' beam height, and a 12' x 12' roll-up door. With 146 feet of frontage on Burgess and two driveways, access for customers is easy. The additional 2.02 acres around the subject property are also available for an additional price.

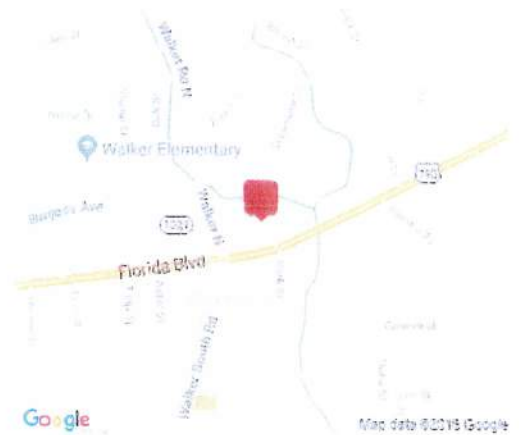
Agent Notes

Showings must be done with 24 hours notice and listing agent must attend. Do not disturb tenant.

Additional Details

Nearest MSA:	Baton Rouge
County:	Livingston
Submarket/Township:	82
Tax ID/APN:	0330639
Property Located Between:	Corner of Hwy 190 and Hwy 447 on side branch called Burgess Ave,
Site Description:	Tenant currently uses property for metal resale, but contents and building to right of the blue building are personal property of tenant.

Map



Area Description: Burgess is bordered by On the Run gas station and convenient store on one side and Half Time Oil Lube on the other. Walgreens lies across Hwy 190 and CVS is across Hwy 447. This is the main intersection in Walker and has traffic that travels Hwy 190 from Baton Rouge eastward to Satsuma, Hammond, etc.

Tenancy: Single Tenant

Total Number of Buildings: 1

Number of Stories: 1

Typical SF / Floor: 1,800 SF

Property Condition: Good

Construction/Siding: Metal Siding, Wood Frame

Overhead Cranes: Undisclosed

Volts: 220

X-Phase: 3-phase

Lot Frontage: 146.60

Lot Depth: 187.11

Water Service: Municipal

Price History

Date	Event	Price	Notes
2/23/2018	Listed	\$199,900	Original Price
6/4/2018	Price Change	\$189,900	5% Reduction

Demographic Statistics

Proximity:	3 miles	5 miles
Total Population:	19,909	44,644
Median Age:	32.23	33.5
Households:	7,085	15,984

Contact



**Roger
Clark**

Labarre Associates Real Estate,
LLC

★ LACDB Member

225-405-2890 [Mobile]

Source

Original Source: Member Entered

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Commercial Building for Sale

Catylist ID: #30216889

13186 Burgess Ave, Walker, LA 70785

OFFICE FOR SALE

Catylist Listing ID:	30216889
Property Subtypes:	Mixed Use
Building Size (RSF):	1,714 SF
Gross Building Area:	See Agent
Sale Price:	\$180,000
Unit Price:	\$105.02 PSF
Property Use Type:	Investment
Sale Terms:	Cash to Seller
Cap Rate:	Undisclosed
Last Updated:	9/6/2018
Days on Market:	214



Overview / Comments

ATTENTION ALL INVESTORS! Easy accessible commercial property in the heart of downtown Walker. 3/4 of an acre of prime real estate including a 1700 sq. ft. house/building that could be converted into commercial offices or retail. MLS# 2125021

Agent Notes

Vacant. On Lockbox. Call for appointment. 985-969-6787. All offers must have a pre-qualification letter present with all offers, and deposit must be in cashiers check, certified funds, or money order.

Additional Details

Nearest MSA: Baton Rouge
County: Livingston
Submarket/Township: 82
Tax ID/APN: 674262???

Map



Demographic Statistics

Proximity:	1 mile	3 miles	5 miles
Total Population:	3,312	23,051	54,838
Median Age:	34.89	32.48	33.32
Households:	1,228	8,246	19,644

Contact



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★ LACDB Member

225-405-2890 [Mobile]

Source

Original Source: Member Entered

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MARKET RENT ANALYSIS
for
CITY OF WALKER NEW CITY HALL
as of
October 22, 2018

EXECUTIVE SUMMARY

The City of Walker plans to build out the third floor of the new City Hall for use as small tenant office spaces and asked us to help them determine what rental rate they could charge for this space.

As shown on the following schedule and layout, we made the following assumptions in the absence of plans:

The space consists of a gross floor area of 8,600 square feet and a net rentable area of 7,600 square feet. The useable area is 6,900 square feet and could be divided into 3 tenant spaces of roughly 2,300 square feet each. Rent would be charged on the rentable area.

We surveyed the market for comparable office rents and found locations in Denham Springs and along O'Neal Lane in Baton Rouge. We selected 4 locations in Denham and 4 in Baton Rouge. Lease rates were stated as modified gross (landlord and tenant share expenses) or net (tenant pays expenses) and we converted the net rents to modified gross rents.

Included herein are maps of the lease locations, detailed information on each property, summary sheets for the lease locations, and a conclusion of market rent with stabilized pro-forma.

BUILDING SCHEDULE

City of Walker - Municipal Building

EXTERNAL GROSS

Total	8,780	SF
-------	-------	----

INTERIOR GROSS

Total	8,435	SF
-------	-------	----

NON RENTABLE

Stairs by Entrance	180	SF
Elevator	220	SF
Stair by Rear Entrance	180	SF
X		
SUBTOTAL	580	SF

FLOOR COMMON

Men and Women's Toilets	550	SF
HVAC / Electrical / Janitor	260	SF
Lobby	200	SF
SUBTOTAL	1,010	SF

USABLE AREA

	6,845	SF
--	-------	----

RENTABLE AREA

	7,595	SF
--	-------	----

COMMON AREA FACTOR

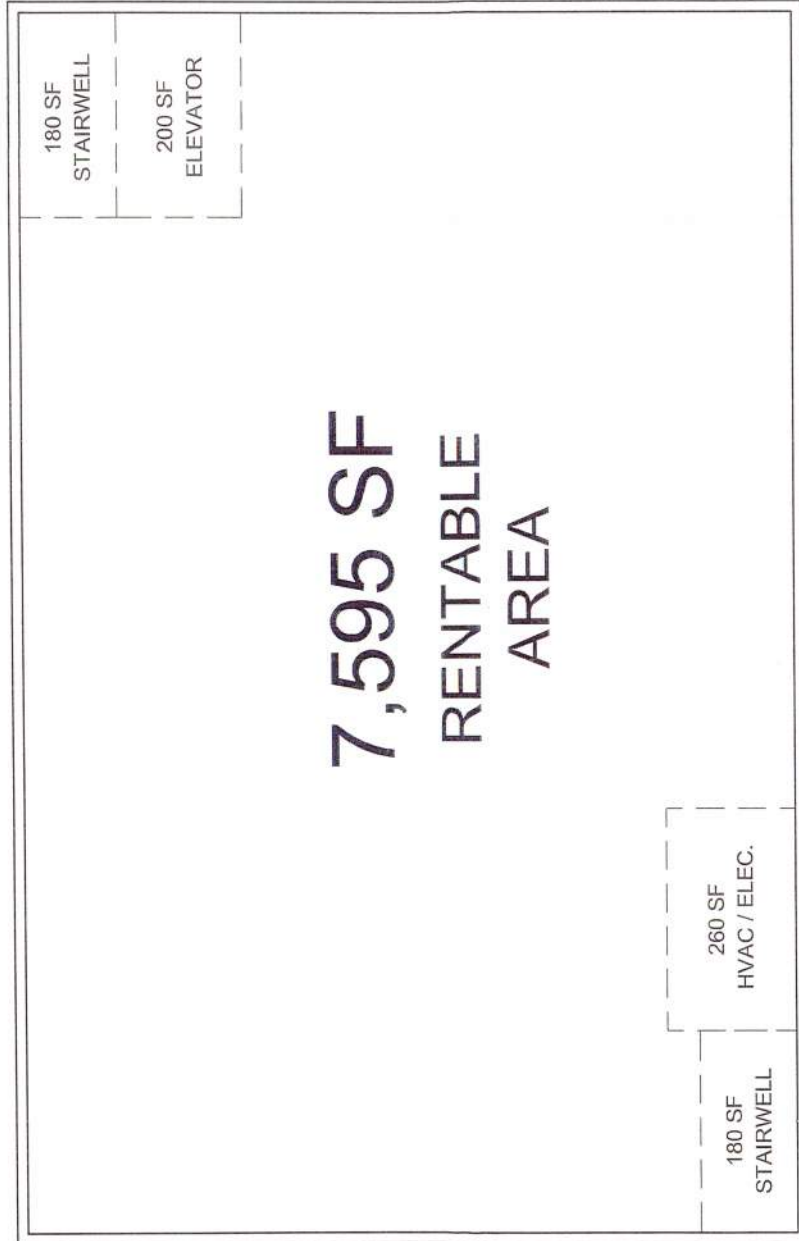
1.11



LABARRE
ARCHITECTS
A PROFESSIONAL ARCHITECTURAL CORPORATION

CITY OF WALKER
NEW CITY HALL
RENTABLE AREA

City of WALKER
LOUISIANA
City Living Country Charm

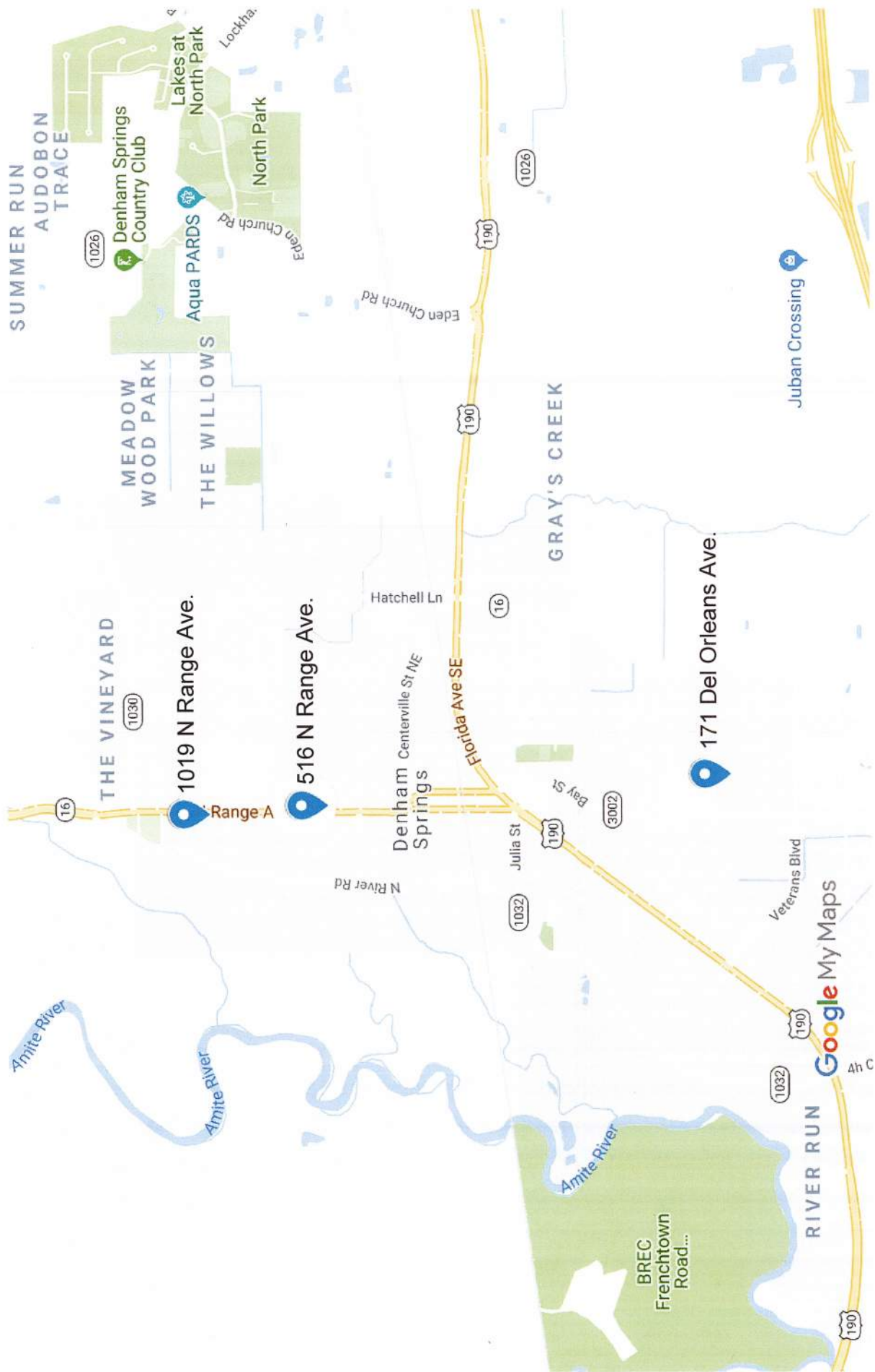


1/8" = 1'-0"

NORTH
UPDATED 2018

LEASE COMPARABLE MAP

DENHAM SPRINGS



MARKET RENTS

COMPARABLE 1

DENHAM SPRINGS

Denham Springs Office Space For Lease, Suite: B

516 N Range Ave, Denham Springs, LA 70726



Listing ID: 30269704
Status: Active
Property Type: Office For Lease
Office Type: Office Building
Contiguous Space: 1,500 SF
Total Available: 1,500 SF
Lease Rate: \$17 PSF (Annual)
Base Monthly Rent: \$2,125 (Monthly)
Lease Type: Modified Gross
Nearest MSA: Baton Rouge
County: Livingston
Tax ID/APN: 0363531



Overview/Comments

New construction in Denham Springs with expected delivery October 12, 2018.
Flexible floor plans — owner will build out space to tenant's specifications.
Adjacent suite in the building will be occupied by the owner, a chiropractor.
Ideal for professional uses, including law firm, CPA, insurance agent, etc.
Please contact listing brokers for additional information.



Property Contacts



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bsanders@beaubox.com



Cade Bogan
Beau Box Commercial Real Estate
225-333-9807 [M]
225-237-3343 [O]
cbogan@beaubox.com

MARKET RENTS

COMPARABLE 2

DENHAM SPRINGS

OFFICE FOR LEASE IN DENHAM SPRINGS, Suite: B

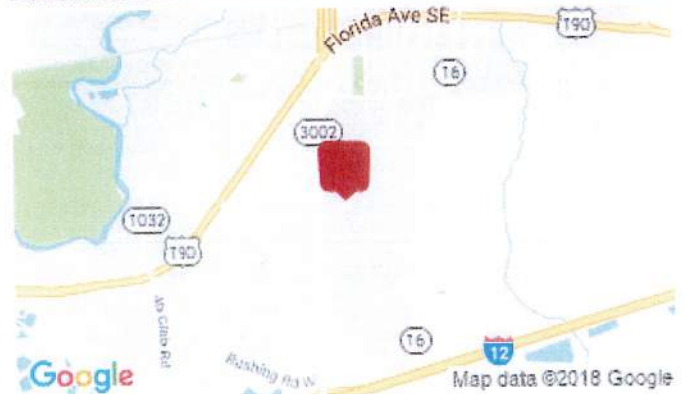
171 Del Orleans Ave, Denham Springs, LA 70726

Listing ID:	30341129
Status:	Active
Property Type:	Office For Lease
Office Type:	Net Leased, Office Building
Contiguous Space:	1,750 SF
Total Available:	1,750 SF
Lease Rate:	\$1,750 (Monthly) \$12 PSF (Annual)
Lease Type:	Net Lease
Nearest MSA:	Baton Rouge
County:	Livingston
Tax ID/APN:	0392555
Gross Building Area:	1,500 SF
Building/Unit Size (RSF):	1,500 SF
Construction/Siding:	Brick
Parking Type:	Surface



Overview/Comments

Great office space conveniently located across the street from Denham Springs Post Office. The space consists of lobby/waiting area, receptionist desk and window, 3 large offices, conference room, file room, kitchenette with break area and back door entrance and one restroom. Space is currently used as an attorney's office and would be a great fit for most any professional office use. *Structure square footage nor lot dimensions warranted by Realtor.



Property Contacts

AG
Aaron Goolsby

Aaron Goolsby
Covington & Associates Real Estate, LLC
225-667-3711 [O]
aaron@aarongoolsby.com

MARKET RENTS

COMPARABLE 3

DENHAM SPRINGS

GREAT OFFICE SPACE IN DENHAM SPRINGS, Suite: A

171 Del Orleans, Denham Springs, LA 70726

Listing ID: 30341118
Status: Active
Property Type: Office For Lease
Office Type: Office Building
Contiguous Space: 1,200 SF
Total Available: 1,200 SF
Lease Rate: \$1,400 (Monthly)
\$14 PSF (Annual)
Lease Type: Net Lease
Nearest MSA: Baton Rouge
County: Livingston
Tax ID/APN: 0392555
Gross Building Area: 1,200 SF
Property Visibility: Excellent
Construction/Siding: Brick
Parking Type: Surface



Overview/Comments

Great office space available conveniently located across the street from Denham Springs Post Office. The space consists of 3 large office, closet, storage space, lobby/waiting area with receptionist window, kitchenette area, break area and one restroom. Space has previously been used as an attorney's office, business office and a mortgage company, it is a great fit for most any professional office use. *Structure square footage nor lot dimensions warranted by Realtor.



Property Contacts

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aaron@aarongoolsby.com

MARKET RENTS

COMPARABLE 4

DENHAM SPRINGS

Denham Springs Office Condo For Lease, Suite: D

1019 N Range Ave, Denham Springs, LA 70726



Listing ID:	30198921
Status:	Active
Property Type:	Office For Lease
Office Type:	Business Park, Executive Suites
Contiguous Space:	1,500 SF
Total Available:	1,500 SF
Lease Rate:	\$16 PSF (Annual)
Base Monthly Rent:	\$2,000 (Monthly)
Lease Type:	Modified Gross
Nearest MSA:	Baton Rouge
County:	Livingston
Tax ID/APN:	0349209
Property Visibility:	Good



Overview/Comments

Denham Springs Office Condo For Lease

1,500 SF

Efficient layout with ample parking

Located on N Range across from High School

Formerly occupied for professional office. Could be used for medical



Property Contacts



Brent Struthers

Beau Box Commercial Real Estate
225-229-2276 [M]
225-237-3343 [O]
bstruthers@beaubox.com

SUMMARY SHEET
LEASE COMPARABLES
DENHAM SPRINGS



Denham Springs Office Space For Lease,
Suite: B
516 N Range Ave
Denham Springs, LA, 70726
Listing ID: 30269704

OFFICE FOR LEASE IN DENHAM SPRINGS,
Suite: B
171 Del Orleans Ave
Denham Springs, LA, 70726
Listing ID: 30341129

GREAT OFFICE SPACE IN DENHAM
SPRINGS, Suite: A
171 Del Orleans
Denham Springs, LA, 70726
Listing ID: 30341118

Denham Springs Office Condo For Lease,
Suite: D
1019 N Range Ave
Denham Springs, LA, 70726
Listing ID: 30198921

Type / ID:	Listing ID: 30269704	Listing ID: 30341129	Listing ID: 30341118	Listing ID: 30198921
Status:	Active, For Lease	Active, For Lease	Active, For Lease	Active, For Lease
Property Type:	Office	Office	Office	Office
Sub Type / Use:	Office Building	Net Leased, Office Building	Office Building	Business Park, Executive Suites, Medical, Flex Space, Net Leased, Office Building, Other
Asking Price:	\$17 PSF (Annual)	\$1,750 (Monthly)	\$1,400 (Monthly)	\$16 PSF (Annual)
Asking Price Per SF:	\$17 PSF (Annual)	\$12 PSF (Annual)	\$14 PSF (Annual)	\$16 PSF (Annual)
Asking Price Per Acre:	N/A	N/A	N/A	N/A
Lease Type:	Modified Gross	Net Lease	Net Lease	Modified Gross
Size:	1,500 SF	1,750 SF	1,200 SF	1,500 SF
Tax ID/APN	0363531	0392555	0392555	0349209
Gross Building Area	N/A	1,500 SF	1,200 SF	N/A
LEED Certified	No	No	No	No
Submarket/Township	81	81	81	81
Property Visibility	N/A	N/A	Excellent	Good
Total Number of Buildings	N/A	1	1	1
Number of Stories	N/A	1	1	1
Typical SF / Floor	N/A	1,500 SF	1,200 SF	1,500 SF
Construction/Siding	N/A	Brick	Brick	N/A
Parking Type	N/A	Surface	Surface	N/A
Passenger Elevators	0	0	0	0
Freight Elevators	0	0	0	0
Heat Type	N/A	Electricity	Electricity	N/A
Heat Source	N/A	Central	Baseboard, Central	N/A
Air Conditioning	N/A	Engineered System	N/A	N/A
Part of Planned Development?	No	No	No	No
In Flood Plain?	No	No	No	No

LEASE COMPARABLE MAP

BATON ROUGE



6.61

October 25, 2018

1 inch = 1,578 feet

0 870 1,740 2,610 3,480

Feet

DISCLAIMER: The Assessor's Office provides this information in good faith with no warranty and does not accept any liability arising from incorrect, incomplete or misleading information or improper use. Be advised not to rely solely on the information reflected in these maps.

MARKET RENTS

COMPARABLE 1

BATON ROUGE

2380 O'Neal Lane, Suite: B

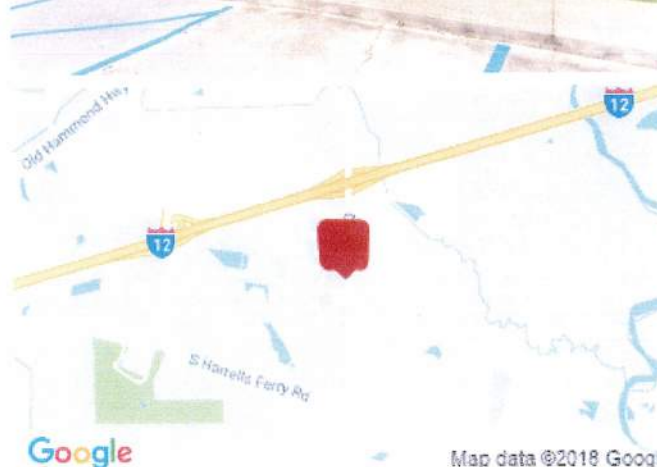
2380 O'Neal Ln, Baton Rouge, LA 70816



Listing ID: 30153751
Status: Active
Property Type: Office For Lease
Office Type: Medical
Contiguous Space: 1,600 SF
Total Available: 6,167 SF
Lease Rate: \$14 PSF (Annual)
Base Monthly Rent: \$1,866 (Monthly)
Lease Type: Modified Gross
Nearest MSA: Baton Rouge
County: East Baton Rouge
Tax ID/APN: TMP122043

Overview/Comments

2380 O'Neal Lane Building 1 FOR SALE OR LEASE, • Medical office available in an attractive garden office setting, • 12,053 SF building, medical plumbing throughout, - Suite A1 4,567 SF available, - Suite A2 4,300 SF leased, - Suite B 1,589 SF available, - Suite C 1,600 SF leased, • Great exposure with easy ingress/egress from O'Neal Lane, • Less than 1 mile south of the Ochsner medical campus and I-12, • Property did not flood in August 2016 event, • Monument street signage available, • Ample parking, • Suite A1 available for lease: \$14.00 PSF, mod. gross, • For Sale: \$95 PSF



Property Contacts



Jessie Hynes Babcock
Beau Box Commercial Real Estate
225-237-3343 [O]
jhynes@beaubox.com

MARKET RENTS

COMPARABLE 2

BATON ROUGE



American Plaza, Suite: Building C

2645 O'Neal Ln, Baton Rouge, LA 70816

Listing ID:	30045405
Status:	Active
Property Type:	Office For Lease
Office Type:	Business Park, Office Building
Contiguous Space:	1,259 SF
Total Available:	1,259 SF
Lease Rate:	\$15 PSF (Annual)
Base Monthly Rent:	\$1,573 (Monthly)
Lease Type:	Modified Gross
Nearest MSA:	Baton Rouge
County:	East Baton Rouge
Tax ID/APN:	1763172
Class of Space:	Class A
Property Visibility:	Excellent
Highway Access:	O'Neal Lane frontage, Close to I-10
Construction/Siding:	Brick
Parking Type:	Surface



Property Contacts



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225-237-3343 [O]
bgarrett@beaubox.com



Clayton Furr

Beau Box Commercial Real Estate
225-237-3343 [O]
cfurr@beaubox.com

2380 O'Neal Ln., Suite: 100

2380 O'Neal Ln., Baton Rouge, LA 70816

Listing ID: 30321653
Status: Active
Property Type: Office For Lease
Office Type: Office Building
Contiguous Space: 3,254 SF
Total Available: 3,254 SF
Lease Rate: \$12 PSF (Annual)
Base Monthly Rent: \$3,254 (Monthly)
Lease Type: Modified Gross
Nearest MSA: Baton Rouge
County: East Baton Rouge
Tax ID/APN: TMP122042
Zoning: B-1
Gross Building Area: 3,254 SF
Building/Unit Size (RSF): 3,254 SF



Overview/Comments

3,254 SF garden office space located on O'Neal Ln. between I-12 & S. Harrell's Ferry Rd. This property has a large bull pen space making it ideal for tenants looking for space to accommodate back office operations, call center space, etc. Water and lawn service are included in the rent.



Property Contacts



Grey Mullins

Grey Mullins Commercial Properties
225-892-5115 [O]
grey@greymullins.com

MARKET RENTS

COMPARABLE 4

BATON ROUGE

2380 O'Neal Lane, Suite: A1

2380 O'Neal Ln, Baton Rouge, LA 70816



Listing ID: 30153751
Status: Active
Property Type: Office For Lease
Office Type: Medical
Contiguous Space: 4,567 SF
Total Available: 6,167 SF
Lease Rate: \$14 PSF (Annual)
Base Monthly Rent: \$5,328 (Monthly)
Lease Type: Modified Gross
Nearest MSA: Baton Rouge
County: East Baton Rouge
Tax ID/APN: TMP122043

Overview/Comments

2380 O'Neal Lane Building 1 FOR SALE OR LEASE, • Medical office available in an attractive garden office setting, • 12,053 SF building, medical plumbing throughout, - Suite A1 4,567 SF available, - Suite A2 4,300 SF leased, - Suite B 1,589 SF available, - Suite C 1,600 SF leased, • Great exposure with easy ingress/egress from O'Neal Lane, • Less than 1 mile south of the Ochsner medical campus and I-12, • Property did not flood in August 2016 event, • Monument street signage available, • Ample parking, • Suite A1 available for lease: \$14.00 PSF, mod. gross, • For Sale: \$95 PSF



Property Contacts



Jessie Hynes Babcock
Beau Box Commercial Real Estate
225-237-3343 [O]
jhynes@beaubox.com

SUMMARY SHEET
LEASE COMPARABLES
BATON ROUGE



2380 O'Neal Lane, Suite: B
2380 O'Neal Ln
Baton Rouge, LA, 70816
Listing ID: 30153751

American Plaza, Suite: Building C
2645 O'Neal Ln
Baton Rouge, LA, 70816
Listing ID: 30045405

2380 O'Neal Ln., Suite: 100
2380 O'Neal Ln.
Baton Rouge, LA, 70816
Listing ID: 30321653

2380 O'Neal Lane, Suite: A1
2380 O'Neal Ln
Baton Rouge, LA, 70816
Listing ID: 30153751

Type / ID:	Listing ID: 30153751	Listing ID: 30045405	Listing ID: 30321653	Listing ID: 30153751
Status:	Active, For Lease	Active, For Lease	Active, For Lease	Active, For Lease
Property Type:	Office	Office	Office	Office
Sub Type / Use:	Medical	Business Park, Office Building	Office Building	Medical
Asking Price:	\$14 PSF (Annual)	\$15 PSF (Annual)	\$12 PSF (Annual)	\$14 PSF (Annual)
Asking Price Per SF:	\$14 PSF (Annual)	\$15 PSF (Annual)	\$12 PSF (Annual)	\$14 PSF (Annual)
Asking Price Per Acre:	N/A	N/A	N/A	N/A
Lease Type:	Modified Gross	Modified Gross	Modified Gross	Modified Gross
Size:	1,600 SF	1,259 SF	3,254 SF	4,567 SF
Tax ID/APN	TMP122043	1763172	TMP122042	TMP122043
Zoning	N/A	N/A	B-1	N/A
Class of Space	N/A	Class A	N/A	N/A
Gross Building Area	N/A	N/A	3,254 SF	N/A
Usable Size (USF)	N/A	N/A	3,254 SF	N/A
LEED Certified	No	No	No	No
Submarket/Township	43	43	43	43
Property Visibility	N/A	Excellent	N/A	N/A
Highway Access	N/A	O'Neal Lane frontage, Close to I-10	N/A	N/A
Total Number of Buildings	N/A	4	N/A	N/A
Number of Stories	N/A	1	N/A	N/A
Construction/Siding	N/A	Brick	N/A	N/A
Parking Type	N/A	Surface	N/A	N/A
Passenger Elevators	0	0	0	0
Freight Elevators	0	0	0	0
Heat Type	N/A	Electricity	N/A	N/A
Heat Source	N/A	Central	N/A	N/A
Part of Planned Development?	No	No	No	No
In Flood Plain?	No	No	No	No
Water Service	N/A	Municipal	N/A	N/A
Sewer Type	N/A	Municipal	N/A	N/A

MARKET RENT

CONCLUSION OF VALUE

Based on an analysis of the 8 comparables above, rent that could be charged today ranges from \$12-\$17 per square foot on a modified gross basis. In this scenario, the landlord (City of Walker) would pay a management fee (includes security), real estate taxes, property insurance, structural maintenance (roof and walls), plumbing, water, sewer, and exterior maintenance (parking, walkways, landscaping). The tenants would pay for janitorial and utilities (electrical/gas). It is noted that the building may not be subject to real estate taxes and may not be separately metered, so adjustments could be made for real estate taxes through lowering the lease rate and for utilities by billing the tenant for its prorata share of utilities based on its net rentable area. It is also noted that the building is proposed construction so that by the time the space is ready to be leased, market rents could move up, down, or stay the same. Finally, we did not address tenant allowance as it varies greatly from lease to lease based on strength of tenant, level of overall occupancy, and lease term. Once the City determines what it will provide to the tenant in terms of a build-out, then an allowance, if any, can be determined.

Therefore, if the building was available for lease today as a brand-new facility, it would be reasonable to expect a lease rate at the higher end of the market or \$16.00 per square foot. This would develop pro-forma as follows:

Projected Market Rent	7,600 square feet at \$16.00 psf	<u>\$121,600.00</u>
Vacancy (7.5%)		<u>\$ 9,100.00</u>
Effective Gross Income		<u>\$112,500.00</u>
Expenses (30%)		<u>\$ 33,800.00</u>
Net Income		<u>\$ 78,700.00</u>



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ARCHITECTS
a professional architectural corporation

CITY OF WALKER NEW CITY HALL SITE TEST FIT

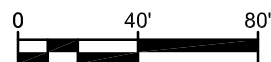
NOTE: THIS IS NOT A DESIGN. A TEST FIT IS
CREATED TO CHECK THAT THE PROPOSED
PROGRAM CAN FIT WITHIN THE SITE OR
SPACE PROVIDED.



AYDELL LANE

WALKER SOUTH ROAD

PROPOSED SITE 1a



365'-6"

10,000 SF

RETENTION POND

400'-6"

SITE ANALYSIS

ADDRESS: 13654 AYDELL LANE
PROPERTY SIZE: 3.35 ACRES
PAVING/WALKS: 66,370 SF
PARKING: 150 SPACES
BUILDING: 10,000 SF



NORTH
UPDATED 2018

WALKER SOUTH ROAD

AYDELL LANE

PROPOSED SITE 1b



365'-0"

RETENTION POND

400'-6"

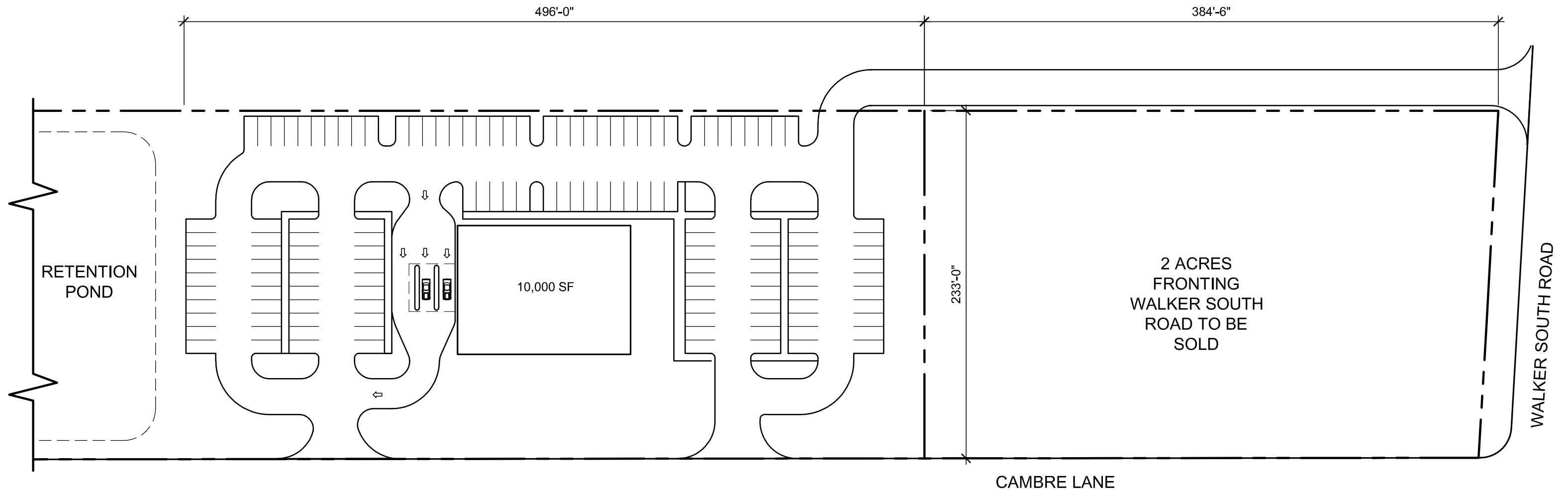
10,000 SF

SITE ANALYSIS

ADDRESS: 13654 AYDELL LANE
PROPERTY: 3.35 ACRES
PAVING/WALKS: 66,285 SF
PARKING: 151 SPACES
BUILDING: 10,000 SF



NORTH
UPDATED 2018



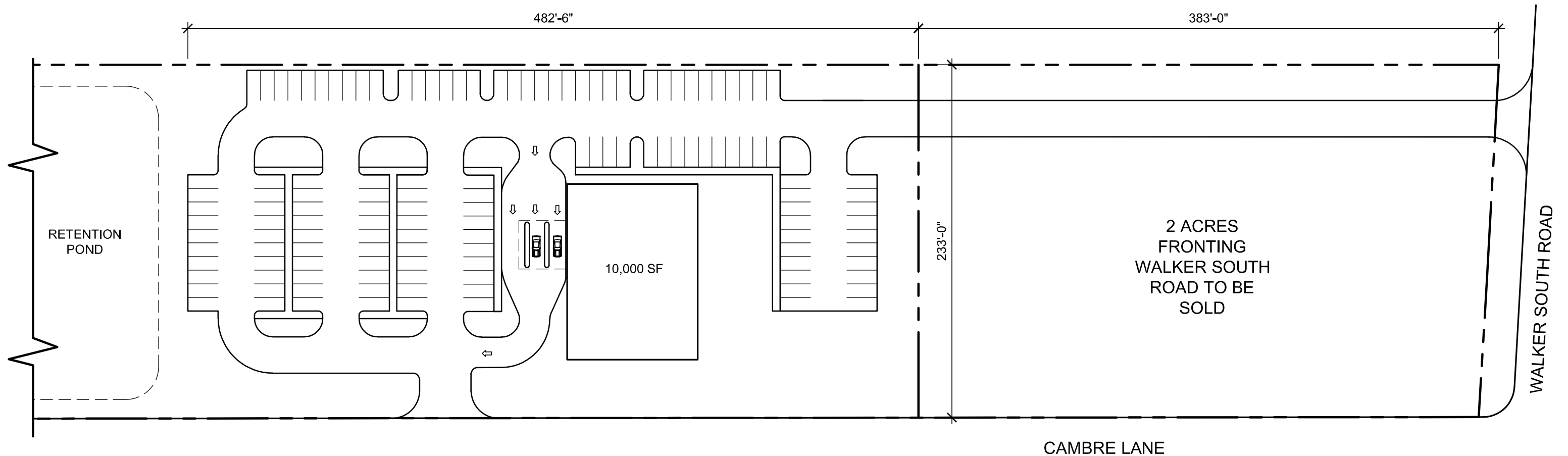
PROPOSED SITE 2b



SITE ANALYSIS

ADDRESS: WALKER SOUTH RD & CAMBRE LANE
PROPERTY SIZE: 7.08 ACRES
PAVING/WALKS: 53,746 SF
PARKING: 150 SPACES
BUILDING: 10,000 SF





PROPOSED SITE 2a



SITE ANALYSIS

ADDRESS: WALKER SOUTH RD & CAMBRE LANE
PROPERTY SIZE: 7.08 ACRES
PAVING/WALKS: 53,746 SF
PARKING: 150 SPACES
BUILDING: 10,000 SF



Section 7



NEW POLICE DEPARTMENT - Program Offices

Description	Existing Staffing Thru 2018			Projected Staffing thru 2023				
	Qty.	SF Req'd	Total SF	Qty.	SF Req'd	Total SF		
Neighborhoods								
Chief of Police	1	160	160	1	200	200	David Addison	
Assistant Chief	1	147	147	1	200	200	Kenath Black	
Secretary	1	156	156	1	150	150	Christina Leggett	
Dispatch	1	86	86	2	150	300	Stacy McClendon	
Records Clerk	1	86	86	1	150	150	Cindy Morris	
Receptionist	0	0	0	1	90	90		
Traffic Units	0	0	0	4	48	192		
Detective Offices								
Sergeant	1	117	117	1	150	150	Chris Gunter	
Lieutenant	1	118	118	1	150	150	Chris Dufour	
PFC	1	116	116	1	150	150	Robert Ardoin	
Detectives	1	372	372	1	400	400		
Subtotal	9		1,358	15		2,132		

- 48 sf assumes 6x8 desk/cubicle system
- 25 sf assumes locker or carrel type space
- 90 assumes workstation desk
- 120 sf assumes part-time employee
- 150 sf assumes medium office
- 200 sf assumes large managers office
- 300 sf assumes large office w/ on-hand storage

Building Support Spaces

Description	Existing thru 2018			Projected thru 2023		
	Qty.	SF Req'd	Total SF	Qty.	SF Req'd	Total SF
Lobby						
Main / Reception	1	57	57	1	300	300
Facility Operations						
Mechanical Room			0	1	60	60
Elec./Tel./Comm	1	17	17	1	40	40
Main / Body Cam Server Room			0	1	135	135
Janitor Storage			0	1	60	60
Restrooms						
Women's Toilet Rooms	1	50	50	1	225	225
Men's Toilet Rooms	1	50	50	1	225	225
Public Women's RR			0	1	50	50
Public Men's RR			0	1	50	50
Print						
Copy Rooms			0		150	0
Meeting Spaces						
Small Meeting Room			0	1	200	200
Large Conference / Training Room			0	1	1,200	1,200
Storage						
Storage / Shipping Containers	1	705	705		300	0
Evidence Room	1	45	45	1	1,000	1,000
Equipment Room	1	58	58	1	300	300
Miscellaneous						
Mother's Room			0		100	0
Uniform Patrol Room	1	430	430	1	500	500
Kitchen / Break Room	1	105	105	1	200	200
Interrogation	1	91	91	1	100	100
Interview Room / Temp. holding area			0	1	100	100
Holding Cells			0	2	50	100
Locker Room			0	1	200	200
Subtotal	7		982	13		3,845

Main Program	9		1,358	15		2,132
Support Space	7		982	13		3,845
Total	16		2,340	28		5,977



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a professional architectural corporation

NEW POLICE DEPARTMENT TEST FIT

10136 Florida Blvd.
Walker, LA 70785

NOTE: THIS IS NOT A DESIGN. A TEST FIT IS
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W^{City of}
A L K E R
L O U I S I A N A
City Living Country Charm



1/8" = 1'-0"



NORTH
UPDATED 2018



NEW POLICE
DEPARTMENT TRAILER
TEST FIT
10136 Florida Blvd.
Walker, LA 70785

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PROGRAM PIECES NOT
INCLUDED:

