

Big Lake - City Hall Space Program

Public Areas

Space #	Space Description	Area	Current	Growth	Sub-Total
CH - P1	Main entry vestibule	120	1	0	120
CH - P2	Secondary Vestibules	80	2	0	160
CH - P3	Lobby	900	1	0	900
CH - P4	Large Meeting Rm	1664	1	0	1664
CH - P5	Large Meeting Room Serving Kitchen	140	1	0	140
CH - P6	Large Meeting Room Storage	240	1	0	240
CH - P7	Public - Small Meeting Room 4-6	120	1	0	120
CH - P8	Public - Mid Sized Mtg Room 10-12	280	1	0	280
CH - P9	Public Family Toilet Room	108	1	0	108
CH - P10	Public Men's Toilets	240	1	0	240
CH - P11	Public Women's Toilets	240	1	0	240

Common Areas

Space #	Space Description	Area	Current	Growth	Sub-Total
CH - C1	Copy / Work / Mail Room	288	1	0	288
CH - C2	Staff - Small Meeting Room 4-6	120	1	0	120
CH - C3	Staff - Mid Sized Meeting Room 10-12	280	1	0	280
CH - C4	Break Room / Kitchenette	600	1	0	600
CH - C5	Service Counter	30	1	0	30
CH - C6	Staff multi-stall Toilet Rooms	238	2	0	476
CH - C7	Shower	100	2	0	200
CH - C8	Lockers	48	1	0	48
CH - C9	Storage	120	1	0	120
CH - C10	Wellness Room	80	1	0	80

Finance

Space #	Space Description	Area	Current	Growth	Sub-Total
CH - F1	Finance Director	120	1	0	120
CH - F2	Senior Admin Specialist	80	1	1	160
CH - F3	Accounting, Payroll, Deputy Clerk	120	1	0	120
CH - F4	Accounting Technician	120	1	0	120
CH - F5	HR Specialist	120	0	1	120
CH - F6	Accountant / Assistant Finance Director	120	0	1	120
CH - F7	Data Center / Server Room	224	1	0	224
CH - F8	IT support area	64	1	0	64
CH - F9	IT Storage	64	1	0	64

Community Development

Space #	Space Description	Area	Current	Growth	Sub-Total
CH - D1	Community Development - Director	120	1	0	120
CH - D2	City Planner	120	1	0	120
CH - D3	Planning Technician	120	1	0	120
CH - D4	Building Official (Consultant)	120	1	0	120
CH - D5	Building Permit Technician	80	1	0	80
CH - D6	Future Office	120	0	1	120
CH - D7	Hotel Workstation	80	1	0	80
CH - D8	Open Storage (in open office)	288	1	0	288

Engineering

Space #	Space Description	Area	Current	Growth	Sub-Total
CH - E1	City Engineer	120	1	0	120
CH - E2	Engineering Technician	120	1	0	120
CH - E3	Hotel Workstation	80	0	1	80

Administration

Space #	Space Description	Area	Current	Growth	Sub-Total
CH - A1	Service Counters	64	4	0	256
CH - A2	City Administrator	120	1	0	120
CH - A3	City Clerk	120	1	0	120
CH - A4	Deputy Clerk or admin assistant	64	0	1	64
CH - A5	Elections Storage	300	1	0	300
CH - A6	Elections Testing Area	70	1	0	70
CH - A7	Ballot Storage	56	1	0	56
CH - A8	Records Secured Storage	308	1	0	308
CH - A9	Council Chambers Lobby	600	1	0	600
CH - A10	Council Chambers	1760	1	0	1760
CH - A11	Council Chambers - AV	56	1	0	56
CH - A12	Council Chambers - Storage	80	1	0	80
CH - A13	Council Mail room / work room	64	1	0	64
CH - A14	Staff Unisex Toilet Room	64	1	0	64
CH - A15	Kitchenette	80	1	0	80

Building Services

Space #	Space Description	Area	Current	Growth	Sub-Total
CH - B1	Main Utility / Custodial	144	1	0	144
CH - B2	Secondary Custodial / Custodial Storage	64	1	0	64
CH - B3	Shipping / Receiving	144	1	0	144
CH - B4	Building Storage	120	1	0	120
CH - B5	Mechanical	500	1	0	500
CH - B6	Electrical Service	160	1	0	160
CH - B7	Electrical Sub-panel room	60	1	0	60
CH - B8	IT Sub Server	60	1	0	60
CH - B9	Water / Fire protection	120	1	0	120

Net Program Area**14,304**

Net to Gross	Program Area	Efficiency	Net	Factor	Total
	Public Areas	30%	4,212	1,264	5,476
	Common Areas	30%	2,242	673	2,915
	Finance	35%	1,112	389	1,501
	Community Development	35%	1,048	367	1,415
	Engineering	35%	320	112	432
	Administration	35%	3,998	1,399	5,397
	Building Services	20%	1,372	274	1,646
Gross SF			14,304	4,478	18,782
Building Envelope Factor				12%	2,254
Total SF					21,036

Big Lake - PD Space Program

Public Areas

Space #	Space Description	Area	Current	Growth	Sub-Total
PD-P1	Main entry vestibule	80	1	0	80
PD-P2	Lobby	400	1	0	400
PD-P3	Reception Counter	120	1	0	120
PD-P4	Meeting Room	280	1	0	280
PD-P5	Meeting / Training Room	1000	1	0	1000
PD-P6	Kitchenette	100	1	0	100
PD-P7	Meeting Room Storage	120	1	0	120
PD-P8	Service Counter	15	1	0	15
PD-P9	AV Equipment Room	80	1	0	80
PD-P10	Public Men's Toilets	210	1	0	210
PD-P11	Public Women's Toilets	210	1	0	210
PD-P12	Soft Interview Room - Large	120	1	0	120
PD-P13	Soft Interview Room - Standard	90	1	0	90
PD-P14	Fingerprinting	36	1	0	36

Common Areas

Space #	Space Description	Area	Current	Growth	Sub-Total
PD - C1	Bunk Room	80	1	0	80
PD - C2	Break Room	300	1	0	300
PD - C3	Unisex Restroom	75	2	0	150
PD - C4	Armory	100	1	0	100
PD - C5	Weapons Cleaning	120	1	0	120
PD - C6	Laundry	64	1	0	64
PD - C7	Staff Vestibule / Mud Room	100	1	0	100
PD - C8	Men's Restroom / Showers / Lockers	662	1	0	662
PD - C9	Women's Restroom / Showers / Lockers	320	1	0	320
PD - C10	Wellness Room	120	1	0	120

Administration

Space #	Space Description	Area	Current	Growth	Sub-Total
PD - A1	Waiting Area	50	1	0	50
PD - A2	Conference Room	270	0	1	270
PD - A3	Restroom	65	2	0	130
PD - A4	Chief Office	192	1	0	192
PD - A5	Captain Office	168	1	1	336
PD - A6	Special Assignment Office	120	1	0	120
PD - A7	General Storage	100	1	0	100
PD - A8	Personnel File Storage	40	1	0	40

Records					
Space #	Space Description	Area	Current	Growth	Sub-Total
PD - R1	Office Manager - Office	120	1	0	120
PD - R2	Shared Records Office	200	1	0	200
PD - R3	Central Copy / Mail Room	144	1	0	144
PD - R4	Records Files Storage	80	0	1	80
PD - R5	Archive Files	100	1	0	100

Patrol					
Space #	Space Description	Area	Current	Growth	Sub-Total
PD - Pa1	Patrol Sergeant - Office	120	2	2	480
PD - Pa2	Shared Patrol Office - Open Office	175	6	0	1050
PD - Pa3	Reserves - Office & Lockers	260	1	0	260
PD - Pa4	Social Worker - Co-Responder Office	120	1	0	120
PD - Pa5	Roll Call Room	330	1	0	330
PD - Pa6	Private Report Writing Room	60	1	0	60
PD - Pa7	Duty Bag Storage	4	18	9	108
PD - Pa8	Field Equipment Storage	100	1	0	100
PD - Pa9	Quartermaster Storage	144	1	0	144
PD - Pa10	Animal Control Room	12	1	0	12
PD - Pa11	Garage Utility	140	1	0	140

Investigations					
Space #	Space Description	Area	Current	Growth	Sub-Total
PD - I1	Investigative Services Division	120	2	2	480
PD - I2	Case Management	350	1	0	350
PD - I3	Copy / Work Area	80	1	0	80
PD - I4	Equipment Storage	120	0	1	120
PD - I5	Digital Forensics Lab	120	1	0	120

Evidence					
Space #	Space Description	Area	Current	Growth	Sub-Total
PD - E1	Evidence Bag & Tag / Lockers	201	1	0	201
PD - E2	Evidence Intake / Logging / Return	145	1	0	145
PD - E3	Evidence Processing / Lab	120	1	0	120
PD - E4	General Evidence Storage	275	1	0	275
PD - E5	Refrigerated Evidence	12	2	0	24
PD - E6	Weapon Vault / Cash Safe	80	1	0	80
PD - E7	Drugs Vault	80	1	0	80
PD - E8	Vehicle Processing Garage	550	1	0	550
PD - E9	Large / Property Storage	200	1	0	200
PD - E10	Large Evidence Drop	40	2	0	80
PD - E11	Bicycle Storage	190	1	0	190

Detention					
Space #	Space Description	Area	Current	Growth	Sub-Total
PD - D1	Vehicle Sally Port	450	1	0	450
PD - D2	Booking Area / intoxilyzer	144	1	0	144
PD - D3	Hard Interview Room	100	1	0	100
PD - D4	Custodial	30	1	0	30
PD - D5	Restroom	64	1	0	64

Training					
Space #	Space Description	Area	Current	Growth	Sub-Total
PD - T1	Physical Conditioning	750	1	0	750
PD - T2	Defensive Tactical Training	750	1	0	750
PD - T3	Training Prop Storage	80	1	0	80

Building Services					
Space #	Space Description	Area	Current	Growth	Sub-Total
PD - B1	Custodial	60	2	0	120
PD - B2	Building Storage	120	1	0	120
PD - B3	Mechanical	250	1	0	250
PD - B4	Electrical Service	150	1	0	150
PD - B5	Electrical Closet	45	1	0	45
PD - B6	Server Room	120	1	0	120
PD - B7	IT Workroom	100	1	0	100
PD - B8	Data Closet	60	1	0	60
PD - B9	Water / Fire protection	80	1	0	80

Fleet					
Space #	Space Description	Area	Current	Growth	Sub-Total
PD - F1	Patrol Parking	200	11	2	2600
PD - F2	Unmarked/takehome vehicles	200	4	3	1400
PD - F3	Tactical Vehicle	240	1	0	240
PD - F4	ATV	64	2	0	128
PD - F5	Radar Trailer	64	1	0	64
PD - F6	Vehicle Maintance Storage	64	1	0	64
PD - F7	Wash / Repair Bay	350	1	0	350
PD - F8	Storage	72	1	0	72

Net Program Area	20,989
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Net to Gross	Program Area	Efficiency	Net	Factor	Total
	Public Areas	30%	2,861	858	3,719
	Common Areas	30%	2,016	605	2,621
	Administration	35%	1,238	433	1,671
	Records	35%	644	225	869
	Patrol	35%	2,804	981	3,785
	Investigations	35%	1,150	403	1,553
	Evidence	30%	1,945	584	2,529
	Detention	30%	788	236	1,024
	Training	25%	1,580	395	1,975
	Building Services	20%	1,045	209	1,254
	Fleet	125%	4,918	6,148	11,066

Gross SF	20,989	11,077	32,066
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Building Envelope Factor	12%	3,848
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Total SF	35,914
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9/3/2025

Big Lake - Combined Space Program

Public Area Reductions

Space #	Space Description	Area	Percent	Sub-Total
PD-P2	Lobby	400	50%	200
PD-P5	Meeting / Training Room	1000	100%	1000
PD-P6	Kitchenette	100	100%	100
PD-P7	Meeting Room Storage	120	100%	120
PD-P9	AV Equipment Room	80	100%	80
PD-P10	Public Men's Toilets	210	80%	168
PD-P11	Public Women's Toilets	210	80%	168

Building Support Reductions

Space #	Space Description	Area	Percent	Sub-Total
PD - B3	Mechanical	250	80%	200
PD - B4	Electrical Service	150	80%	120
PD - B6	Server Room	120	80%	96
PD - B7	IT Workroom	100	100%	100
PD - B9	Water / Fire protection	80	100%	80

Area Reductions	Program Area	Efficiency	Net	Factor	Total
	Public Area Reductions	30%	1,836	551	2,387
	Building Support Reductions	20%	596	119	715
Gross SF			2,432	670	3,102
Building Envelope Factor				12%	372
SF Reduction					3,474

City Hall / PD / Library Combined Program	Full Program	Reduction	Total
City Hall	21,036	-	21,036
PD	35,914	3,474	32,440
Library	2,100	-	2,100
Total SF	59,050	3,474	55,576