



# City of Richmond

## Report to Committee

**To:** General Purposes Committee

**Date:** July 9, 2024

**From:** Martin Younis, B. Eng., M. Eng.  
Director, Facilities and Project Development

**File:** 06-2050-20-HBSC/Vol 01

Keith Miller  
Director, Recreation and Sports Services

**Re:** **Hugh Boyd Community Facility and Fieldhouse – Referral Response**

### Staff Recommendation

That Council provide direction as to the preferred option from Table 3 in the staff report titled, “Hugh Boyd Community Facility and Fieldhouse – Referral Response,” dated July 9, 2024, from the Director, Facilities and Project Development and the Director, Recreation and Sport Services and, if required, that the capital budget and Consolidated 5 year Financial Plan (2024-2028) be amended.

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REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF DEPUTY CAO</b>
Finance Department	<input checked="" type="checkbox"/>	
Sustainability	<input checked="" type="checkbox"/>	
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b>	<b>APPROVED BY CAO</b>

## Staff Report

### Origin

On July 8, 2024, Council approved the program, site, form and concept design for the Hugh Boyd Community Facility and Fieldhouse as well as the capital budget in the amount of \$19,000,000.

Council made the following referrals in regards to the program:

*1b. That staff be directed to consider the costs and utility for a movable wall for the proposed second floor multi-use space and replacing the servery with a kitchen.*

*2. That the proposed demolition of the existing small field house, as outlined in the report titled, "Hugh Boyd Community Facility and Fieldhouse – Program, Site Selection, Form and Concept Design," dated June 3, 2024, from the Director, Facilities and Project Development and the Director, Recreation and Sport Services, be referred back to staff to examine the use and cost-effectiveness of keeping the existing small field house.*

The purpose of this report is to address referral 1b and present options for Council's consideration in regards to a movable wall and kitchen types. Staff will report back to Council on referral 2 in Fall 2024.

This report supports Council's Strategic Plan 2022-2026 Strategy #1 Proactive in Stakeholder and Civic Engagement:

*Proactive stakeholder and civic engagement to foster understanding and involvement and advance Richmond's interests.*

*1.2 Advocate for the needs of Richmond in collaboration with partners and stakeholders.*

This report supports Council's Strategic Plan 2022-2026 Focus Area #2 Strategic and Sustainable Community Growth:

*Strategic and sustainable growth that supports long-term community needs and a well-planned and prosperous city.*

*2.3 Ensure that both built and natural infrastructure supports sustainable development throughout the city.*

This report supports Council's Strategic Plan 2022-2026 Focus Area #3 A Safe and Prepared Community:

*Community safety and preparedness through effective planning, strategic partnerships and proactive programs.*

*3.4 Ensure civic infrastructure, assets and resources are effectively maintained and continue to meet the needs of the community as it grows.*

This report supports Council’s Strategic Plan 2022-2026 Focus Area #6 A Vibrant, Resilient and Active Community:

*Vibrant, resilient and active communities supported by a wide variety of opportunities to get involved, build relationships and access resources.*

*6.1 Advance a variety of program, services, and community amenities to support diverse needs and interests and activate the community.*

## **Background**

In addition to serving as the primary location for many local sport groups’ practices, home games and tournaments, the Hugh Boyd Community Park (the “Park”) is a well-utilized and valued community amenity. The addition of a new community facility and fieldhouse in the Park will support the provision of community programs, day-to-day needs of multiple local sport user groups and offer opportunities to attract high-profile tournaments and sporting competitions.

## **Kitchen Options**

As directed by Council, staff have reviewed the program requirements for kitchen facilities and developed options to replace the food servery with a kitchen.

The kitchen options presented differ based on the type of food prepared, type of equipment, frequency of use, ventilation requirements and Passive House considerations. Each option outlines the programs and events that can be supported.

### Option 1 – Food Servery

The program presented on July 2, 2024 for the Hugh Boyd Community Facility and Fieldhouse included a 135 sq. ft. food servery to support the multi-purpose rooms.

A food servery is a service counter or room which typically includes a sink, fridge/freezer, counter space for small appliances and a pass-thru window counter. A food servery can be used to support various programs, such as serving coffee during a seniors' wellness program or providing snacks during a parent and tot program. It is also suitable for catered events where food is prepared off-site and for warming food using countertop appliances. Temporary and mobile equipment can be brought in to support infrequent larger-scale catered events and rentals.

It would require minimal annual maintenance and requires no Vancouver Coastal Health Permit to operate. There are no ventilation requirements for a food servery and there is no impact to achieving Passive House Certification. An example of a food servery is in the Minoru Centre for Active Living – large multi-purpose room.

### Option 2 – Limited-service Kitchen

A Limited-service Kitchen requires a minimum of 455 sq. ft. and typically includes a sink, fridge/freezer and counter space for small appliances as well as a stove and oven. In addition to supporting programs and catered events outlined in Option 1, a Limited-service Kitchen would allow for basic food preparation. Program examples include heating up a pizza or making baked goods during a youth program.

There can be minimal grease laden cooking (no deep-frying), and it should be used intermittently. It would require the installation of a grease interceptor and a domestic ventilation hood. The ventilation requirements are minimal for a Limited-service Kitchen and there is low risk of not achieving Passive House Certification. An example of a Limited-service Kitchen is at the West Richmond Community Centre – second floor.

### Option 3 – Full-service Kitchen

A Full-service Kitchen would require a minimum of 560 sq. ft. and could be used to support the provision of cooking classes, and teaching and practicing food preparation. It could also support catered events and allow for the preparation of all kinds of food for service or sale to anyone, including the general public. It would require the installation of a grease interceptor and a commercial ventilation hood with fire suppression. Examples of Full-service Kitchens are in the Steveston Community Centre and South Arm Community Centre. Due to the demanding ventilation and energy-recovery requirements, a Full-service Kitchen increases the risk of not achieving Passive House Certification.

Refer to Table 1 for the estimated costs, including contingency, associated with each option. These estimates are Order of Magnitude costing based on recently completed projects and include the additional program space required for the different options.

Table 1: Cost Analysis for Kitchen Options

Kitchen Option	Minimum Area	Revised Indoor Program Total	Cost including equipment	Premium to Current Estimate	Passive House Certification
<b>1: Food Servery</b>	135 sq. ft.	No change 10,510 sq. ft.	\$250,000	Nil Already included in \$19,000,000 budget	No Risk
<b>2: Limited-service</b>	455 sq. ft. (Additional 320 sq. ft.)	10,830 sq. ft.	\$850,000	\$600,000	Low Risk
<b>3: Full -service</b>	560 sq. ft. (Additional 425 sq. ft.)	10,935 sq. ft.	\$1,300,000	\$1,050,000	Highest Risk*

\* Due to the demanding ventilation and energy-recovery requirements of a Full-service Kitchen, the risk of not achieving Passive House certification increases.

**Movable Wall Options**

The two multi-purpose rooms are designed to be flexible and accommodate simultaneous use for a wide range of activities and community programming, supporting both individual and community health and wellness. Ensuring maximum space utilization adheres to the principles of the Richmond Circular City Strategy by maximizing building usage, ensuring adaptability to various needs and avoiding idle time.

The rooms are suitable for a variety of programs such as creative, social, and low intensity fitness programs for seniors, parent and tot programs, wellness programs, child and youth programs, and sport user group coaching and training clinics. When the multi-purpose rooms are not being used for the provision of community and sport programming and events, they can be rented by community groups.

Staff investigated the option to install a movable wall between the two multi-purpose rooms, to allow the proposed rooms to be used as one 2,200 sq. ft. larger room. From a programming and operational perspective, the addition of a movable wall presents sound transfer issues, increased maintenance costs and space required to store the movable wall when not in use. A movable wall also removes flexibility for locating millwork and other fixed features on the wall. There are different types of movable walls which vary in price based on levels of sound mitigation, quality and composition (refer to Table 2). Essentially, the more robust the wall, the greater the ability to mitigate sound transference and associated cost premium.

Table 2: Analysis for Movable Wall Options

Wall Option	Premium to Current Budget
A: Solid Wall	Nil Included in \$19,000,000 budget
B: Standard Movable Wall*	\$150,000
C: Premium Movable Wall	\$250,000

\*Similar to the design and quality in the City Hall cafeteria

Should Council direct staff to include the movable wall, the specifications will be refined in the detailed design process, with the Building Committee’s input. The Building Committee was re-consulted and is supportive of either a solid wall or a movable wall.

**Financial Impact**

The capital budget approved by Council for the new facility is \$19,000,000 (2024 dollars). The estimated cost for the additional project elements range from \$150,000 to \$1,300,000 (refer to Table 3). Should Council direct staff to add a movable wall and/or a kitchen other than a food servery, the additional project elements will be funded by the Capital Building and Infrastructure Reserve and the Consolidated 5 Year Financial Plan (2024-2028) will be amended accordingly. Any additional funding required for the additional project elements may impact the Capital Building and Infrastructure Reserve funding available for other capital projects.

The additional costs associated with the ongoing operation and maintenance of these items will be included in the operating budget which will be submitted to Council for consideration in a future report.

Table 3: Option and Cost Summary for Additional Project Element

Option	Total budget amendment	Total budget
1A: Food Servery, with Solid Wall	nil	\$19,000,000
1B: Food Servery, with Standard Movable Wall	\$150,000	\$19,150,000
1C: Food Servery, with Premium Movable Wall	\$250,000	\$19,250,000
2A: Limited Service Kitchen, with Solid Wall	\$600,000	\$19,600,000
2B: Limited Service Kitchen, with Standard Movable Wall	\$750,000	\$19,750,000
2C: Limited Service Kitchen, with Premium Movable Wall	\$850,000	\$19,850,000
3A: Full Service Kitchen, with Solid Wall	\$1,050,000	\$20,050,000
3B: Full Service Kitchen, with Standard Movable Wall	\$1,200,000	\$20,200,000
3C: Full Service Kitchen, with Premium Movable Wall	\$1,300,000	\$20,300,000

**Next Steps**

Should Council direct staff to add a movable wall and/or kitchen other than a food servery, the program, capital budget and the Consolidated 5 Year Financial Plan (2024-2028) will be revised accordingly.

**Conclusion**

This report responds to the July 2, 2024 General Purposes referral, directing staff to consider the costs and utility for a movable wall for the second floor multi-use space and replacing the food servery with a kitchen. With Council direction on these two program elements, staff will proceed with the development of the building character and detailed design.



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