

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Committee of the Whole – June 22, 2023

AUTHOR: Kyle Doyle, Manager, Asset Management
Shelley Gagnon, General Manager, Community Services

SUBJECT: HALFMOON BAY COMMUNITY HALL AND COOPERS GREEN PARK ENHANCEMENTS -
PROJECT BUDGET UPDATE

RECOMMENDATION(S)

- (1) THAT the report titled Halfmoon Bay Community Hall and Coopers Green Park Enhancements - Project Budget Update be received for information;
 - (2) AND THAT the Coopers Green Hall Replacement project of up to \$4.5 million be reallocated as follows:
 - a. up to \$3,521,762 (\$3,411,864 remaining) for the new Halfmoon Bay Community Hall project;
 - i. Funded from the following sources:
 1. ICIP Grant up to \$2,013,642 (\$1,933,631 remaining)
 2. Approved Debt Funding up to \$1,478,233
 3. Amenity Funding of \$29,887 (\$0 remaining)
 - b. up to \$633,238 for Park Enhancements at Coopers Green Park;
 - i. Funded from the following sources:
 1. Amenity Funding up to \$233,113
 2. Community Works Fund up to \$400,125
 - (3) AND FURTHER THAT the 2023-2027 Financial Plan be amended accordingly.
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BACKGROUND

The purpose of this report is to recommend revised project budgets for the Halfmoon Bay Community Hall and Coopers Green Park Enhancements projects.

On May 26, 2022, the SCRD Board approved up to \$4,500,000 for the total project cost for a new community hall (Coopers Green Hall Replacement project), including identifying the funding (revenue) sources. Funding sources included community donations of a minimum of \$345,000. The associated staff report (May 19, 2022) entitled “Coopers Green Hall Replacement Project - Construction Budget Update” is provided as Attachment B.

On March 23, 2023 the SCRD Board resolved to build the new community hall at Connor Park and also approved a new project for park enhancements at Coopers Green Park. The

associated staff report (March 9, 2023) entitled “Coopers Green Hall Replacement Project – Community Survey Results” is provided as Attachment C.

The resolutions from these respective Board meetings (May 26, 2022 and March 23, 2023) are provided in Attachment A.

Given that community donations for the original project budget were solicited under the assumption that the hall would be developed within Coopers Green Park, letters were sent to all donors providing the option of having their funds returned or used to support either the new hall or proposed Coopers Green Park enhancements. A similar letter was also sent to the Halfmoon Bay Community Association regarding the funds held in trust by the SCRD. Donors and the Community Association were to inform the SCRD of their desired choice prior to June 30, 2023.

As per the May 11, 2023 “Halfmoon Bay Community Hall Project Update” staff report (Attachment D) the amount of funds returned would need to be deducted from the total project budget and staff were to return to the Board with revised project budgets.

DISCUSSION

Options and Analysis

Prior to the decision to relocate the location of the new Halfmoon Bay Community Hall to Connor Park, the Board had approved a total project budget of up to \$4.5 million dollars, comprised of multiple sources of funding, including community donations. Figure 1 below shows the original project budget by funding source.

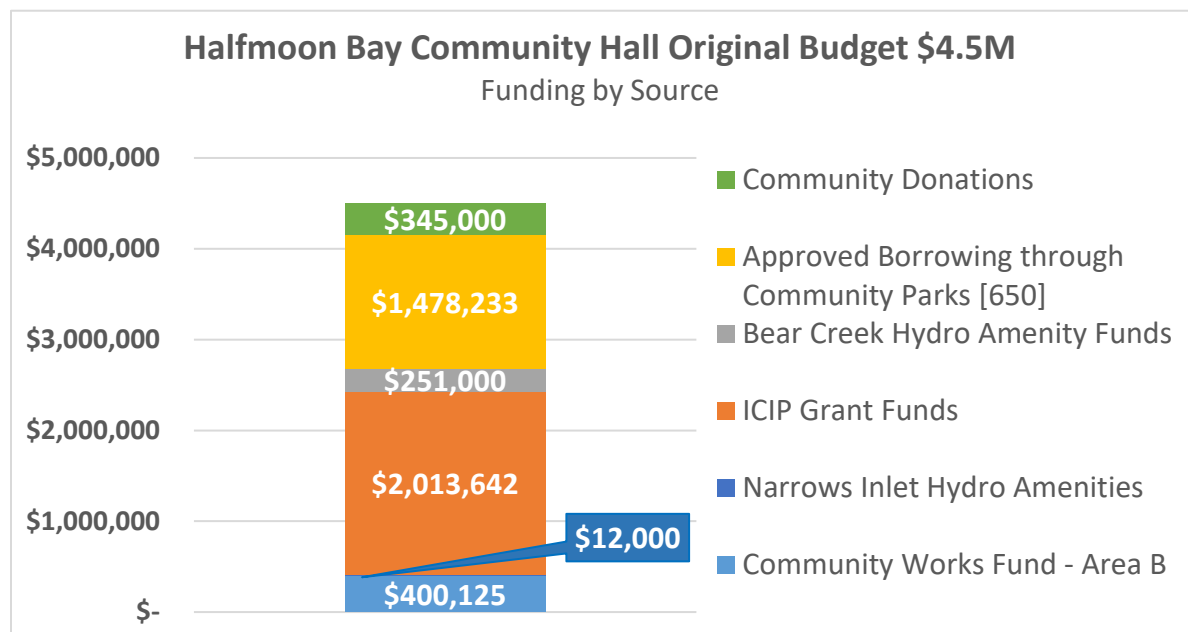


Figure 1: Original Budget by Funding Source

Of importance:

- Each source of funding for the project has unique parameters dictating the permitted use of those funds. Most relevantly, the ICIP Grant Funds and the approved Debt Funding are specifically limited to be used only for the development of a community hall within Halfmoon Bay.
- Further, the ICIP Grant Funds have a required matching amount, and have restrictions on what sources of funding can be used to provide the required matching dollars. The SCRD's (26.67%) portion of matching funds for the full ICIP grant value is \$732,358 and is proposed to be debt funded (could also use Amenity funding but not Community Works funding).
- Finally, only eligible project costs can be claimed through the ICIP Granting program, therefore all ineligible costs must be covered by other sources of funding (could use Amenity funding, Community Works funding, or debt funding). Ineligible project costs include furnishings, finance charges, and permit fees among others.

The community donations held in trust by the SCRD were a combination of individual donations as well as donations provided by the Halfmoon Bay Community Association. While the approved project budget included \$345,000 of community donations, the actual donations that had been received exceeded this amount. In response to the letters sent to donors, to date approximately 10% of the total donations collected continue to be held in trust by the SCRD, while the majority of donations have been returned. For the purposes of reallocating the existing project budget, the remaining community donations will not be included in the total project budget calculation, leaving a remaining \$4.155 million approved budget.

It is recommended that the approved budget of \$4.155 million be reallocated as follows and articulated by Table 1 below:

- Halfmoon Bay Community Hall at Connor Park up to a maximum of \$3,521,762
- Park Enhancements at Coopers Green Park up to a maximum of \$633,238

Table 1: Proposed Budgets* by Funding Source

Source of Funding	Original Project Budget	Total Halfmoon Bay Community Hall Budget	Remaining Halfmoon Bay Community Hall Budget	Coopers Green Park Enhancements Budget
ICIP Grant	\$ 2,013,642.00	\$ 2,013,642.00	\$ 1,933,631.00	\$ -
Debt Funding	\$ 1,478,233.00	\$ 1,478,233.00	\$ 1,478,233.00	\$ -
Amenity Funding	\$ 263,000.00	\$ 29,887.00	\$ -	\$ 233,113.00
Community Works Fund	\$ 400,125.00	\$ -	\$ -	\$ 400,125.00
Community Donations	\$ 345,000.00	\$ -	\$ -	\$ -
TOTAL	\$ 4,500,000.00	\$ 3,521,762.00	\$ 3,411,864.00	\$ 633,238.00

Financial Implications

The total project budget has already been approved and built into the Financial Plan, however, the Financial Plan requires amending to reflect the decision to reallocate the current project budget to both the new Halfmoon Bay Community Hall project as well as the March 23, 2023 approved Coopers Green Park Enhancement project.

The new community hall at Connor Park is in the preliminary stages of conceptual design, making it difficult to accurately project the total project costs. Based on the Class B estimate provided in March 2022, for the original hall design and the expectation that the hall at Connor Park will be more similar to the size of other SCRD community halls (~2,000 sq. ft.) as opposed to the 3,400 sq. ft. hall originally proposed for Coopers Green, it is anticipated that the ~\$3.52 million project budget will be sufficient.

Timeline for next steps or estimated completion date

Staff will report back to the Board following the completion of the Pre-Design Phase (Q4 2023). Following this, the next step in the project would be to confirm the conceptual design (including updated project budget), followed by detailed design and construction drawings. Staff continue to be cognizant of time pressure related to the project deadline. Currently a design-build contract delivery method is being considered which may impact the specific sequence of events following conceptual design.

Milestone	Anticipated Completion
Pre-Design Phase	October 2023
Conceptual Design Selection	November 2023
Tender Documents Prepared for Issue	Q2 2024
Construction Begins	Q4 2024

Communications Strategy

The project page for the Halfmoon Bay Community Hall on the Let's Talk SCRD Platform will be updated accordingly.

STRATEGIC PLAN AND RELATED POLICIES

The provision of a community hall in Halfmoon Bay and park enhancements at Coopers Green Park is aligned with the Parks and Recreation Master Plan. Appropriately leveraging grants and community support contributes to Ensuring Fiscal Sustainability. Working with the community aligns with Engagement and Communications.