



May 18, 2018

MEMO TO : Park Board Commissioners
FROM : Shauna Wilton, Deputy General Manager
SUBJECT : **Park Washroom Renewals & Future Plans – Board Briefing Memo**

Dear Commissioners,

In June and September of 2017, we provided Board memos about the fieldhouse and washroom renewal and cleanliness programs. This new memo provides a go-forward approach for a much needed washroom strategy related to the unanimously approved Board motion entitled "[Increased Accessibility to Public Washrooms](#)" from November 2016, as well as an update on the previous topics. Included is a washroom cleanliness strategy (repairs and maintenance tracking and repairs and maintenance process improvements) that is underway in collaboration with Real Estate and Facilities Management (REFM). It also provides an update on the 2015-18 capital projects delivered by REFM, including washroom renewals and new washrooms.

Board Motion and Washroom Strategy

In response to the Nov 2016 Board motion, evolving facility design standards, and regular washroom-related inquiries from the community, staff are commencing a system-wide park washroom facility strategy in 2018. The strategy will include investigating current service levels, locations underserved with accessible public washrooms, and current needs, and will guide the prioritization and phasing of the replacement and renewal of washroom facilities in parks, as well as new facilities as required.

Staff expect engagement to occur in the fall of 2018, and to bring a report for decision to the Board in 2019. The public consultation with stakeholder groups and city committees assists with understanding current and anticipated demographic, access, and inclusion needs. The strategy will help with planning for facilities that are efficiently utilized in high demand areas. It will also enhance existing design guidelines that will provide a framework for site selection and built form, and recommend the capital and operating budgets needed to build on work that is underway in these areas with Park Board and REFM staff.

Washroom and Fieldhouse Cleanliness and Portable Washrooms

The September 2017 memo described our current program for washroom cleaning by Mobile Building Workers, and the provision of portable washrooms, including one accessible unit at each location. This program allows for 3-4 visits daily in the summer months to the destination parks, beaches, and facilities with the highest volume usage and this will continue in 2018. Additional visits are being added for the May long-weekend (up to 6 visits per day at destination locations) with consideration for additional servicing throughout the summer. We are continuing to review the caretaker and park attendant programs in an effort to reduce break and enters, theft, and vandalism.

The portable washroom program, which includes an accessible unit at each location, is rolling out in May to at least 20 park locations in 2018, as we did in 2017, to provide seasonal



washroom facilities across the system. Additional portable washrooms are provided when requested by park users throughout the season.

Repairs and Maintenance - Process Improvements with REFM

Improving the condition of the existing washrooms, including the fixtures and finishes, is an ongoing process and a shared responsibility with REFM. Senior staff meets frequently to review issues and priorities. This year we have put forth additional and increased inspections and inspection formats that will flag this work for both REFM and Park Board shops. These work orders will be reviewed by the Director of Parks and Director of Facilities Maintenance and Operations to ensure that priority sites are addressed first.

Looking forward, we are investigating a new process for shut down and pre-seasonal maintenance in the shoulder season, starting in the winter of 2019. This is similar to rink and pool shut downs that happen in our recreation centres. This is the best time to address deficiencies before the peak usage times of the year.

Washroom Renewals and New Washrooms

The 2015-18 Capital Plan provided \$875K for the washroom and change room upgrade program, and on December 6, 2016, the Park Board unanimously approved a motion seeking an additional \$1.2 million from Council for the 2017 Capital Budget to enable the completion of all five washroom renewal projects that were in progress in this program. This funding was received in the 2017 budget.

After detailed design was completed, updated budgets for all five washrooms showed the need for additional funding. The 2018 Capital Budget was increased to ensure that the renewal of the public washrooms at Lumberman's Arch and Third Beach in Stanley Park, as well as Clinton, Jonathan Rogers, and Falaise Parks in East Vancouver can be completed in this capital plan within a new total budget of \$3.2M. Industry cost escalations and a much needed project contingency were addressed throughout this process.

The public tender for the five washroom renovation project was posted on March 23, 2018, closed within the budget on May 02, 2018, and is currently under review for award. The anticipated renovations will soon be underway. The Falaise Park washroom renovation will begin in June and is targeted to complete in September 2018, prior to pre-school opening in October 2018. The Jonathan Rogers and Clinton Park washrooms will also begin in June 2018, and are targeted for completion in January 2019.

Renovation of the Lumberman's Arch and Third Beach washrooms will begin in September 2018, completing by May 2019 to minimize disruption to park patrons in the busy summer season. As mentioned in the September memo, the scope of work includes new accessible washrooms, surfacing, partitions, doors, fixtures, lighting, tiling and mechanical and electrical upgrades where needed.

New Washrooms

A number of new park washroom projects have been completed, with others on the horizon.

Completed projects include a new washroom at the Vancouver Technical School synthetic turf field, and renovations to Carnarvon, Memorial South, and Hastings Community Park Field houses. The Oak Meadows Park fieldhouse, which is developed in cooperation with the Hawks



Field Hockey Club, is targeted to open in June of 2018. This project was unfortunately delayed by more than a year due to the coordination of the field lighting project as well as contractor issues. Additionally, waterless on-course washrooms are completing at McCleery and Fraserview Golf Courses, and two new universal field accessed washrooms were delivered with the new Killarney Seniors Centre.

Looking forward, new parks at Smithe and Richards Streets and in the East Fraser Lands will have accessible public washrooms, and new accessible washrooms are being delivered in partnership with the Engineering Department at the new pump station at China Creek North Park, and with Metro Vancouver Regional District at Musqueam Park. These will become available to the public through 2019-2021 as construction completes at these locations.

If you have any questions or concerns on this topic, please feel free to contact me directly.

Sincerely,

A handwritten signature in black ink, appearing to read "Shauna Wilton".

Shauna Wilton,
Deputy General Manager
Vancouver Board of Parks and Recreation

/sw/tkm/dh/si/jm/clc

Copy to: PB Senior Leadership Team
PB Communications
REFM Director of Facilities Planning and Development
REFM Director of Facilities Maintenance and Operations