

2002 OCTOBER 17

TO: CITY MANAGER
FROM: DIRECTOR PARKS, RECREATION AND CULTURAL SERVICES
SUBJECT: PLAYGROUND FUNDING REQUEST - ÉCOLE MARLBOROUGH ELEMENTARY SCHOOL


PURPOSE: To request authorization for the City to enter into an agreement with the Burnaby School Board for contribution to the cost of a playground upgrade at École Marlborough Elementary School.

RECOMMENDATION:

1. THAT authorization be given for the City to enter into an agreement with the Burnaby School Board for contribution to the cost of the playground upgrade as detailed in the attached report

REPORT

At its meeting of 2002 October 16, the Parks, Recreation and Culture Commission received the above noted report and adopted the three recommendations contained therein.


for Kate Friars
DIRECTOR PARKS, RECREATION
AND CULTURAL SERVICES

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Attachment

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cc. Director of Finance
City Solicitor

**SUBJECT: PLAYGROUND FUNDING REQUEST - ÉCOLE MARLBOROUGH
ELEMENTARY SCHOOL**

RECOMMENDATIONS:

1. THAT the expenditure of \$3,000 from the 2002 Annual Capital Budget be approved for the completion of École Marlborough School playground project.
2. THAT a copy of this report be forwarded to Ms. Kathryn Spencer-Sellam, Chair of École Marlborough School Parent Advisory Council
3. THAT Council be requested to authorize the City to enter into an agreement with the Burnaby School Board for contribution to the cost of the playground upgrade as detailed in this report.

REPORT

Appearing under correspondence on this agenda is a letter from Ms Kathryn Spencer-Sellam, Chair of École Marlborough School Parent Advisory Council. In the correspondence, the École Marlborough School Parent Advisory Council is applying for a \$3,000 grant from the 2002 Annual Capital Budget to assist with the completion of the school playground.

This is the second request within a five year period from École Marlborough School. As such, based on the criteria ([Attachment #1](#)) second time requests receive a lower priority than a first time request. When École Marlborough School applied at the 2002 February 02 Commission meeting, the Commission suggested that the school reapply in October 2002 to give appropriate time for first time requests to apply. Their application would be considered near year end only if funding was still available in the 2002 Annual Capital Budget.

The Parent Advisory Council has raised the necessary funds for the playground project. Further, they have received approval from the Burnaby School Board for the final completion of the playground.

The Parent Advisory Council meets the guidelines for the School Playground funding criteria and there are no other first time requests for playground funding. The annual Playground Development budget is \$9,000 for 2002. To date \$6,000 from the fund has been allocated to Armstrong Elementary School and Chaffey Burke Elementary School, leaving \$3,000 available in the budget. It is therefore recommended that approval be given to expend \$3,000 from the 2002 Annual Capital Budget to complete the playground upgrade.

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[Attachment](#)

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cc. Director of Finance
City Solicitor

SCHOOL PLAYGROUND FUNDING REQUESTS CRITERIA

1. Funding is available and approved in annual Commission Capital Budget.
2. The project is initiated and cost shared by a Parent/Citizen Group.
3. The project has not been given prior Commission funding. Please note though, the criterion regarding prior funding would not necessarily exclude a project from access to a second grant but would lower it in priority.
4. Projects are considered on a first come, first served basis.
5. The facility will be accessible to the public and thus provide a public benefit beyond serving the school children during school hours.
6. That Parks, Recreation and Cultural Services staff be allowed input into the design process.
7. That the remainder of the funding for the entire project needs to either be in place or very close to being finalized.
8. That second time grant requests received within five years of the first approved request be initially placed on a waiting list. Should funds remain available within that given year, the applicant making the second time request may receive approval for the funding.
9. That second time requests received after a period of five years be treated on a first come, first served basis. In other words, this application would be treated as if it was their initial request.
10. That a maximum of three grants be provided to any one playground/school site.

Approved 1999 April 21 - Commission

- That the maximum contribution for each request is \$ 3,000, and
- That the criteria be expanded to include but not limited to, the purchase and planting of trees and/or shrubs for the playground area or garden projects.

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