

2004 FEBRUARY 04

**TO:** CITY MANAGER

**FROM:** DIRECTOR PARKS, RECREATION AND CULTURAL SERVICES

**SUBJECT: PLAYGROUND DEVELOPMENT FUNDING REQUEST FOR SECOND STREET COMMUNITY SCHOOL**

**PURPOSE:** To seek Council's authorization for the City to enter into an agreement with the Burnaby School District for contribution to the cost of the playground upgrade at Second Street Community School.

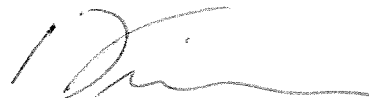
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**RECOMMENDATION:**

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

**REPORT**

At its meeting of 2004 February 04, the Parks, Recreation and Culture Commission received the above noted report and adopted the three recommendations contained therein.



Kate Friars  
DIRECTOR PARKS, RECREATION  
AND CULTURAL SERVICES

tc

Attachment

P:\DATA\COUNCIL\PK- PLAYGROUND DEVELOPMENT FUNDING REQUEST -SECOND STREET COMMUNITY SCHOOL

cc. Director of Finance  
City Solicitor

**SUBJECT: PLAYGROUND DEVELOPMENT FUNDING REQUEST FOR  
SECOND STREET COMMUNITY SCHOOL**

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**RECOMMENDATIONS:**

1. THAT approval be given to contribute \$ 3,000 from the 2004 Provisional Capital Budget - Playground Development to upgrade the playground at Second Street Community School.
2. THAT a copy of this report be forwarded to Ms. Shawna Wilman, of Second Street Community School Parent Advisory Council.
3. THAT Council be requested to authorize the City to enter into an agreement with the Burnaby School District for the contribution to the cost of the playground upgrade as detailed in this report.

**REPORT**

At the 2004 January 14<sup>th</sup> Commission meeting, correspondence was received from Second Street Community School Parent Advisory Council (Attachment #1) requesting a grant of \$3,000 from the 2004 Provisional Capital Budget - Playground Development to assist with the upgrade to their playground equipment.

**History of Second Street Community School's Request for Funding**

Second Street Community School Parent Advisory Council applied and received a grant for \$3,000 both in 1990 and 1997. The Parent Advisory Council applied in 2000 and was denied because it was a second time request within five years of the most recent approved request. In 2003 a subsequent request was denied as funds had been expended for that year. The Second Street Community School Parent Advisory Council was asked to re-submit in early 2004. The request from Second Street Community School is the third in order of first come first serve priority for 2004 funding. If approved this will be Second Street Community School's third and final grant. The Playground Funding criteria stipulates a maximum of three grants per school.

**Second Street Community School's Current Request for Funding**

Second Street Community School indicated in their request they would raise \$4,000 from their 2004 April Carnival. Second Street Community School Parent Advisory Council was advised by staff they would need to have all funds in place with the exception of the \$3,000 in order to be considered for approval. At the Second Street Community School Council meeting of 13<sup>th</sup> January 2004, the Council approved a contribution of \$4,000 to the Playground Committee so the Committee would have the necessary funds with the exception of the \$3,000 Playground Development funding. An excerpt from the minutes of this meeting is provided as Attachment #2.

**PLAYGROUND DEVELOPMENT FUNDING REQUEST FOR  
SECOND STREET COMMUNITY SCHOOL**

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Second Street Community School meets the Playground Development fund criteria (Attachment #3) Sufficient funds are available in the 2004 Provisional Capital Budget- Playground Development .

It is recommended that approval be given to expend \$3,000 from the 2004 Provisional Capital Playground Development Budget to upgrade Second Street Community School's playground equipment. If approval is received from the Commission, the 2004 Provisional Capital Playground Development Budget will be expended for 2004.

Since 1989, 34 elementary schools have received a financial contribution to their playground upgrades (Attachment #4).

Staff, through community recreation programmers and elementary school principals, will inform Parent Advisory Councils that the 2004 Capital Budget - Playground Development has been expended for the year. Parent Advisory Councils, undertaking a playground upgrade project, will be provided with the criteria and advised to apply early in 2005.

CL:mc

Attachments (4)

p://wp/ci/commission/secondstschplaygroundgrant.wpd

cc. Director Finance  
City Solicitor



RECEIVED  
Parks, Recreation & Cultural Services

7502 - 2nd Street  
Burnaby, B.C. V3N 3R5  
664-8819

RECEIVED  
Parks, Recreation & Cultural Services

Refer To	Initials
102	

11:05 am

Refer To	Date
SS	December 18, 2003
CCWS	MAU
	OFFICE

~~COMMISSION AGENDA  
DATE: 04/01/14  
CORRESPONDENCE: (9)~~

Ms. Leslie Roosa, Chairperson  
City of Burnaby  
Parks, Recreation and Cultural Services  
Suite 101, 4946 Canada Way  
BURNABY, B.C. V5G 1M2

Dear Ms. Roosa:

On behalf of the Second Street Community School Council and our school community, I am requesting consideration of a \$3,000 grant to assist the completion of our playground project.

Funding requested at this time is to replace our existing equipment that is not suitable to be refurbished.

Our school grounds and playground are enjoyed by the whole community near Second Street, and provides a comfortable meeting place for children and parents seven days a week.

The council is proposing to purchase new playground apparatus at an estimated cost of \$40,000. We have attached to this letter the projected income for this project. We request the Commission support our project with a grant of \$3,000 for the year 2004 to complete our budget initiative.

Thank you for your consideration in this matter.

Sincerely,

*Shawna Wilman*

Shawna Wilman, Parent  
Second Street Community School

NOTE:  
A report on this subject will be submitted at a future meeting

cc: Mr. Don Macdonald, Principal  
2<sup>nd</sup> Street Community School

cc: Janey Talbot, Co-ordinator  
2<sup>nd</sup> Street Community School

# PLAYGROUND COMMITTEE

Table below shows the projected Income Received for the period of 2003 – 2005.

Money Confirmed	Category	Income	Balance
✓	Popcorn Sales – June 2003	\$ 50.57	\$ 50.57
✓	Coffee Swimming Sales – June 2003	\$ 20.41	\$ 70.98
✓	Sports Day Profits – June 2003	\$ 495.76	\$ 566.74
✓	Leftover Gaming Fund 2002-2003	\$ 1,520.15	\$ 2,086.89
✓	Half of Direct Access 2003-2004 Grant	\$ 4,770.00	\$ 6,856.89
✓	Repair and Replacement (Kids Link) Grant	\$ 4,000.00	\$13,856.89
✓	Direct Access 2004-2005 Grant **	\$ 9,540.00	\$23,396.89
✓	Carnival Income 2003-2004	\$ 4,000.00	\$27,396.89
✓	Eastside Opportunities Grant	\$10,000.00	\$37,396.00
✓	Bottle Recycling	\$ 50.00	\$37,446.00
	City of Burnaby Grant	\$ 3,000.00	\$40,446.00

\*\*Direct access (formerly called Gaming Revenue) is an annual grant of \$9,540. The Community Council has already approved these funds for The Playground Construction.

Excerpt from:

**Second Street Community School Council Meeting Minutes  
Tuesday, 2004 January 13 at 7:00pm**

MOTION by Ian Ballam to commit \$ 4,000 to the Playground Fund from General Revenue and then General Revenue will be reimbursed from the Carnival funds.

2<sup>nd</sup> by Denise Mihaichuk. CARRIED

**SCHOOL PLAYGROUND FUNDING REQUESTS CRITERIA**

1. The project is initiated and cost shared by a Parent/Citizen Group.
2. The facility will be accessible to the public and thus provide a public benefit beyond serving the school children during school hours.
3. That Parks, Recreation & Cultural Services staff be allowed input into the design process.
4. That the remainder of the funding for the entire project needs to either be in place or very close to being finalized.
5. The funding is for playground improvements that includes equipment, the purchase and planting of trees and/or shrubs for the playground area, and park furniture such as benches and picnic tables.
6. The Burnaby School Board has approved the project and the installation of the playground in that current year.

**Guidelines for Parent Advisory Council requesting playground funding:**

- a. Funding is available if approved in annual Commission Capital Budget.
- b. Projects are considered on a first come, first served basis. Requests received will be time and date stamp upon receipt in the Parks, Recreation and Cultural Services Administration Office. #101 - 4946 Canada Way, Burnaby, B.C. V5H 4H7, Fax number 604-294-7201. The first opportunity to submit a request is on the first working day of the new year and then throughout the year.
- c. That a maximum of three grants be provided to any one playground/school site.
- d. That the maximum contribution for each request is \$3,000
- e. That second or third 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 or third time request may receive approval for the funding providing no other requests are received from schools applying for the first time
- f. That second or third time requests received after a period of five years be treated on a first come first served basis.
- g. That when the Capital Budget allocation for school playground grants are spent prior to year end; further requests for funding be denied and the school asked to re-apply in writing at the beginning of the following year.

CL:mc

p:/../wp/cl/commission/reviseplaygroundcriteria03.wpd

**REVISED: 2003 SEPTEMBER**

## LIST OF BURNABY ELEMENTARY SCHOOLS RECEIVING PLAYGROUND DEVELOPMENT FUNDING

- Total of 39 elementary schools in Burnaby
- 34 schools have received funding from the grant
- 5 schools have never applied

SCHOOL NAME	DATE SUBMITTED FOR FUNDING	DATE APPROVED/DENIED	COMMENTS
Armstrong	2000 2002	2000 - Denied 2002 - \$3,000	Budget expended
Aubrey	1992 1994	1992 - \$ 3,000 1994 - Denied	Budget expended
Brantford	1995	1995 - \$ 3,000	
Brentwood Park	2003 2004	2003 - Denied *2004 - \$ 3,000	Budget expended *Being recommended
Buckingham	1998	1998 - \$ 3,000	
Cameron	1990	1990 - \$ 3,000	
Capital Hill			
Cascade Heights	1992 1994 1998	1992 - \$ 3,000 1994 - Denied 1998 - \$ 3,000	
Chaffey-Burke	1991 1994 2002	1991 - \$ 5,000 1994 - \$ 3,000 *2004 - \$ 3,000	*Being recommended
Clinton	1991	1991 - \$ 3,000	
Confederation	2003	2003 - \$ 3,000	
Douglas Road	1995 1996	1995 - Denied 1996 - \$ 3,000	
Edmonds Community Scho	1998 1999	1998 - Denied 1999 - \$ 3,000	
Forest Grove	1995	1995 - \$ 3,000	
Gilmore Community	1992 2001	1992 - \$ 3,000 2001 - \$ 3,000	
Gilpin	1989 1991 2000 2001	1989 - \$ 7,500 1991 - \$ 3,000 2000 - Denied 2001 - \$ 3,000	Approved as regular Capital item
Glenwood	1995	1995 - \$ 3,000	
Inman	1993	1993 - \$ 3,000	
Kitchener			
Lakeview			



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SCHOOL NAME	DATE SUBMITTED FOR FUNDING	DATE APPROVED/DENIED	COMMENTS
Lochdale Community Scho	1989 1990 1999	1989 - \$ 25,000 1990 - \$ 3,000 1999- approved in principle	Approved as regular Capital item * never reapplied
Lyndhurst	1992	1992 - \$ 3,000	
Marlborough	2000 2002	2000 - \$ 3,000 2002 - \$ 3,000	
Maywood	2001	2001 - \$ 3,000	
Montecito	1994	1994 - \$ 3,000	
Morley	1991 1999 2000	1991 - \$ 3,000 1999 - Denied 2000 - \$ 3,000	Budget expended
Nelson	1991	1991 - \$ 3,000	
Parkcrest	1989 2003	1989 - \$ 20,000 2003 - \$ 3,000	Approved as regular Capital item
Rosser			
Seaforth	1996 1997	1996 - Denied 1997 - \$ 3,000	
Second Street Community	1990 1997 2000 2003 2004	1990 - \$ 3,000 1997 - \$ 3,000 2000 - Denied 2003 - Denied *2004 - \$ 3,000	Budget expended Budget expended * Being recommended
South Slope	1994 1995 1996	1994 - Denied 1995 - Denied 1996 - \$ 3,000	
Sperling	1999	1999 - \$ 3,000	
Stoney Creek Community	1990	1990 - \$ 3,000	
Stride Community	1998	1998 - \$ 3,000	
Suncrest	1994 2003	1994 - \$ 3,000 2003 - \$ 3,000	
Twelfth Avenue	1996 1997 1998 1999 2000	1996 - \$ 3,000 1997 - Denied 1998 - Denied 1999 - Denied 2000 - \$ 3,000	Budget expended
Westridge	1989 1994 2004	1989 - \$ 7,500 1994 - Denied *2004 - \$ 3,000	Approved as regular Capital item * Being recommended

