

2005 FEBRUARY 03

**TO:** CITY MANAGER

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

**SUBJECT: PLAYGROUND DEVELOPMENT FUNDING REQUEST FOR CLINTON ELEMENTARY 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 Clinton Elementary 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 the contribution to the cost of the playground upgrade as detailed in the attached report.

**REPORT**

At its meeting of 2005 February 02, 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

P:\DATA\COUNCIL\PK- PLAYGROUND DEVELOPMENT FUNDING REQUEST - CLINTON ELEMENTARY

cc. Director of Finance  
City Solicitor

**SUBJECT: PLAYGROUND DEVELOPMENT FUNDING REQUEST FOR  
CLINTON ELEMENTARY SCHOOL**

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**RECOMMENDATIONS:**

1. THAT approval be given to contribute \$3,000 from the 2005 Provisional Capital Budget for the upgrade of playground equipment at Clinton Elementary School.
2. THAT a copy of this report be forwarded to Ms. Nina Sherle of Clinton Elementary 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**

Appearing under correspondence on this agenda is a letter from Ms. Nina Sherle of the Clinton Elementary School Parent Advisory Council. In the correspondence, the Parent Advisory Council is requesting a grant of \$3,000 from the Provisional Capital Playground Development Budget for the upgrade of the school playground equipment.

The Clinton Elementary School Parent Advisory Council has raised the necessary funds for their playground re-development. They have also received approval from the Burnaby School District for the installation of the upgraded playground equipment in this fiscal year.

The Parent Advisory Council meets the guidelines for the School Playground funding criteria (Attachment #1) and sufficient funds are provided in the 2005 Provisional Capital Budget to complete the playground upgrade.

It is recommended that approval be given to expend \$3,000 from the 2005 Provisional Capital Playground Development Budget to complete Clinton School playground upgrade.

CL:mc

Attachment

p:/wp/cl/commission/clintonschool2005.wpd

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

