

## COUNCIL REPORT

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**TO:** CITY MANAGER **DATE:** 2006 October 05

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

**SUBJECT:** PLAYGROUND DEVELOPMENT FUNDING REQUEST FOR CASCADE HEIGHTS ELEMENTARY SCHOOL

**PURPOSE:** To request Council's authorization for the City to enter into an agreement with the Burnaby School District for the contribution to the cost of the playground development at Cascade Heights 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 development as detailed in this report.

**REPORT**

At its 'Open' meeting of 2006 October 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

KF:tc

Attachment

P:\ADMIN\TC\DATA\COUNCIL\PK-PLAYGROUND DEVELOPMENT FUNDING REQUEST FOR CASCADE

Copied to: Director Finance  
City Solicitor

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**TO:** CHAIR AND MEMBERS  
PARKS, RECREATION & CULTURE COMMISSION

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

**SUBJECT: PLAYGROUND DEVELOPMENT FUNDING REQUEST FOR CASCADE  
HEIGHTS ELEMENTARY SCHOOL**

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**RECOMMENDATIONS:**

1. **THAT** approval be given to contribute \$3,000 from the 2006 Annual Capital Playground Development Budget for the re-development of a playground at Cascade Heights Elementary School.
2. **THAT** a copy of this report be forwarded to Mr. Brian Nasu, Treasurer for Cascade Heights Elementary School Parent Advisory Committee.
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 development as detailed in this report.

**REPORT**

Appearing under correspondence on this agenda is a letter from Mr. Brian Nasu of the Cascade Heights Elementary School Parent Advisory Committee. The Parent Advisory Committee (P.A.C.) is requesting a grant of \$3,000 from the 2006 Annual Capital Playground Development Budget towards the re-development of the playground at Cascade Heights School. Outlined below is the total cost of the playground project and the funds raised to date.

<b>Total cost of playground components</b>	<b>\$16,500</b>
Funds raised by Cascade PAC	\$13,500
Amount requesting from grant	<u>\$ 3,000</u>
Total	<u>\$16,500</u>

To: Parks, Recreation & Culture Commission  
From: Director Parks, Recreation and Cultural Services  
Re: PLAYGROUND DEVELOPMENT FUNDING  
REQUEST FOR CASCADE HEIGHTS  
ELEMENTARY SCHOOL

..... Page 2

The Cascade Parent Advisory Committee has raised the necessary funds for the climbing and slide play components and meets the guidelines for the Playground Development funding criteria (Attachment #1). This is a first time Playground Development grant request for Cascade Heights School. Approval has been received from the Burnaby School District to install the playground equipment this year.

Sufficient funds are available in the 2006 Annual Capital Budget to comply with this request. It is recommended that approval be given to Cascade Heights Elementary School Parent Advisory Council to expend \$3,000 from the 2006 Annual Capital Budget for the re-development of a playground for Cascade School. If approval is received by Commission, the 2006 Annual Capital Playground Development Budget will be expended for 2006. Staff will advise the three schools on the wait list that funds are spent for 2006 and to re-apply early in 2007.



Kate Friars  
DIRECTOR PARKS, RECREATION AND CULTURAL SERVICES

CL:mc

Attachment

P:././cl/commission/cascadeheightsplayground.doc

cc. Director of Finance  
City Solicitor

**CRITERIA FOR PLAYGROUND DEVELOPMENT FUNDING REQUESTS**

1. Funding is available and approved in the Annual Capital Budget.
2. The project is initiated and cost shared by a Parent/Citizen Group. The Parent/Citizen Group must have 50% of the project cost raised at the time of the request. The Playground Development grant will provide matching funds up to a maximum of \$3,000.
3. Projects are considered on a first come, first served basis. Requests received will be time dated. The first opportunity to submit a request is on the first working day of the new year and then throughout the year.
4. The facility will be accessible to the public and thus provide a public benefit beyond serving the school children during school hours.
5. That Parks, Recreation & Cultural Services staff be allowed input into the design process.
6. That the remainder of the funding for the entire project needs to either be in place or very close to being finalized.
7. That a second or third time grant request received within five years of the first approved request is initially placed on a wait list until October 01 of the current year. At that time any requests on the wait list will be reviewed in the order they were submitted. Should funds remain available as of October 01, the applicant making the second or third time request may receive approval for the funding.
8. That second or third time requests received after a period of five years be treated on a first come first served basis.
9. That a maximum of three grants be provided to any one playground/school site.
10. That the maximum contribution for each request is \$3,000.
11. That the Burnaby School Board has approved the project and the installation of the playground in that current year.
12. 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.
13. In the event the Playground Development Fund is completely allocated prior to year end; staff will advise Commission of the grant status and status of grant requests for their consideration.

CL:mc

p:/../cl/commission/playgroundcriteria2006.doc