



Item.....	02
Meeting.....	2007 Oct 22

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2007 October 18

FROM: DIRECTOR PARKS, RECREATION AND CULTURAL SERVICES

SUBJECT: PLAYGROUND DEVELOPMENT FUNDING REQUEST FOR CHAFFEY-BURKE ELEMENTARY SCHOOL

PURPOSE: To request authorization for the City to enter into an agreement with the Burnaby School District for contribution to the cost of the playground upgrade.

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 at Chaffey-Burke Elementary School.

REPORT

At its 'Open' meeting of 2007 October 17, 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

KF:tc

Attachment

P:\ADMIN\TC\DATA\COUNCIL\PK-PLAYGROUND DEVELOPMENT FUNDING FOR CHAFFEY-BURKE ELEMENTARY

Copied to: City Solicitor
Director Finance

TO: CHAIR AND MEMBERS
PARKS, RECREATION & CULTURE COMMISSION

FROM: DIRECTOR PARKS, RECREATION AND CULTURAL SERVICES

**SUBJECT: PLAYGROUND DEVELOPMENT FUNDING REQUEST FOR
CHAFFEY-BURKE ELEMENTARY SCHOOL**

RECOMMENDATIONS:

1. **THAT** the request for a grant of \$3,000 for a playground upgrade for Chaffey-Burke Elementary School be approved.
2. **THAT** a copy of this report be forwarded to Ms Nicole Geyer, Chair of the Chaffey-Burke 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

At its meeting of 2007 June 20, Commission received a request from Ms. Nicole Geyer, Chair of the Chaffey-Burke Parent Advisory Council, for a grant from the 2007 Annual Playground Development Fund for \$3,000. As this was a fourth request for funding, they were placed first on the wait list until 2007 October 01. There has been no first time request for the Playground Development Grant, therefore, the Chaffey-Burke request has been brought forward to Commission for approval.

Background on Requests for Playground Development Funds

The Parks, Recreation & Cultural Services Commission has been providing financial support for the development/re-development of Burnaby elementary school's playgrounds since 1990. Prior to that, the Commission contributed to a school playground only if built on a school site adjacent to a park and only if the playground would contribute to neighbourhood needs. The playground had to be of high enough calibre to be considered in lieu of the playground that would normally have gone on the adjacent neighbourhood park. In 1990 due to multiple requests from elementary schools due to the partial withdrawal of funds from the School Board; the Commission adopted the policy of providing assistance to a maximum of \$3,000 to qualifying schools. Out of the 40 elementary schools in Burnaby, 34 have received funding from the Playground Development Grant.

To: Parks, Recreation & Culture Commission
From: Director Parks, Recreation and Cultural Services
Re: Playground Development Funding Request for
Chaffey-Burke Elementary School

.....Page 2

There is \$9,000 budgeted annually in the Capital Budget and with few exceptions, this entire fund is expended each year. The Playground Development Grant criteria were originally developed to assist with the purchase of playground equipment. In 1999 the playground grant criteria was expanded (Attachment #1) to include the purchase and planting of trees and/or shrubs for the playground area or garden projects. The Burnaby School Board covers the cost to install the equipment; the remaining costs are covered through fundraising by the parent/citizen group.

Current

Chaffey-Burke Elementary School was placed on a wait list because they had already received three Playground Development Grants over the past 16 years. If this request (Attachment #2) was approved it would make it the fourth grant allocated to this school. At the time, the current criteria stated a school could receive a maximum of three grants. It was acknowledged in the June 2007 report that more schools will be in the same situation as Chaffey-Burke. It was recommended that the criteria be revised and delete the criteria that stated a maximum of three grants allocated to a school. (Attachment #3 Revised Criteria) Chaffey-Burke Elementary School was therefore placed first on the wait list until 2007 October 01. If no other first time requests were received by October 1st, and funds remained in the Capital Playground Development Budget then Chaffey-Burke's request would be brought forward to the commission for approval.

Chaffey-Burke Elementary School meets all the criteria. They have raised sufficient funds and received approval from the Burnaby School Board to install the equipment this year. There are no changes to their initial request in June of 2007. Sufficient funds are available in the 2007 Annual Playground Development budget; there is a balance of \$3,000 for this year.

It is recommended the request from Chaffey-Burke School be approved.



Kate Friars
DIRECTOR PARKS, RECREATION AND CULTURAL SERVICES

CL:tc

Attachments

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Copied to: City Solicitor
Director Finance

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

Revised & Approved - Commission Meeting 2006 February 01

May 20th 2007

ATTACHMENT #2

City of Burnaby
Parks, Recreation &
Cultural Services Commission
101-4946 Canada Way
Burnaby, B.C. V5G 4H7

Attention: Paul McDonell
Chair of Burnaby Parks, Recreation & Cultural Services Commission

On behalf of the Chaffey-Burke PAC please accept this letter as our application for a 2007 Playground Development Grant. We have consulted with Louise Rusch and are aware that this application is being submitted one year before the five year request for repeat grants. We appreciate your consideration of our early request.

The Chaffey-Burke PAC has a playground replacement project underway. Our primary grade playground needs to be replaced. Outlined below is the break down of the total cost of the project, the funds raised to date by the PAC and the amount of grant that is being requested.

- Total cost of play components \$17,854.40 plus GST
- Funds raised by PAC to date \$15,000
- Amount requesting from grant \$ 3,000

The PAC has received approval from the Burnaby School District to install the playground equipment this summer and to cover the installation costs. We are requesting a grant of \$3,000 to enable the students and the community at large to enjoy a new playground before the existing one is deemed unsafe.

If you have any questions please contact me at 604-435-8156 or by email ngeyer@telus.net.

Thank you for your consideration of our request.

Sincerely,

Nicole Geyer
Chaffey-Burke PAC Chair

RECEIVED
Parks, Recreation & Cultural Services

MAY 31 2007

Refer To	John's
JL	
CHW	

CRITERIA FOR PLAYGROUND DEVELOPMENT FUNDING REQUESTS

1. Funding is available and approved in the Annual Capital Budget.
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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 any subsequent 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 subsequent request may receive approval for the funding.
8. That any requests received after a period of five years be treated on a first come first served basis.
9. That the maximum contribution for each request is \$3,000.
10. That the Burnaby School Board has approved the project and the installation of the playground in that current year.
11. 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.
12. 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

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Revised & Approved - Commission Meeting 2007 June 20