



Item	07
Meeting	2010 Apr 26

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2010 April 22

FROM: DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

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

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

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 upgrades at Windsor Elementary School as detailed in the attached report.

REPORT

At its 'Open' meeting of 2010 April 21, the Parks, Recreation and Culture Commission received the attached report and adopted the three recommendations contained therein.

A handwritten signature in black ink that reads "D. Ellenwood".

Dave Ellenwood
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

MC:tc

Attachment

P:\ADMIN\TC\DATA\COUNCIL\100421\PK - PLAYGROUND DEVELOPMENT FUNDING REQUEST

cc: City Solicitor
Director Finance

TO: CHAIR AND MEMBERS
PARKS, RECREATION & CULTURE COMMISSION

FROM: DIRECTOR
PARKS, RECREATION & CULTURAL SERVICES

SUBJECT: PLAYGROUND DEVELOPMENT FUNDING REQUEST FOR
WINDSOR ELEMENTARY SCHOOL

RECOMMENDATIONS:

1. **THAT** the request for a grant of \$3,000 for a playground upgrade at Windsor Elementary School be approved.
2. **THAT** a copy of this report be forwarded to Ms. Kathryn Yamamoto, Principal of Windsor Elementary School and Ms. Margaret Pereira, Chair of Windsor School's 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 upgrades as detailed in this report.

REPORT

Appearing as correspondence on this agenda is a letter from Ms. Kathryn Yamamoto, Principal of Windsor Elementary School, requesting a grant from the 2010 Provisional Operating Playground Development Budget for \$3,000.

Background

There is \$9,000 budgeted annually in the Operating Playground Development Budget and with few exceptions, the entire fund is expended each year. The Playground Development Grant criterion (Attachment # 1) was originally developed to assist with the purchase of playground equipment. The Burnaby School Board covers the cost to install the equipment; the remaining costs are covered through fundraising by the parent/citizen group.

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

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Current

The request from Windsor Elementary School meets the criteria of the Playground Development guidelines. The school has raised sufficient funds and received approval from the Burnaby School Board to install the equipment this year. The following is the playground project budget:

Total cost of play components	\$32,000
Funds raised by PAC to date	<u>\$16,000</u>
Amount requesting from grant	\$ 3,000

It is recommended that the request for Windsor Elementary School be approved as they meet the criteria and sufficient funds are available in the 2010 Provisional Operating Budget. If approved, there will be a balance of \$1,000 in the 2010 Provisional Operating Playground Development Budget.



Dave Ellenwood
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

US CL:km
Attachment

P:/...admin/cl/commission/windsorplaygroundfundingrequest2010.doc

CRITERIA FOR PLAYGROUND DEVELOPMENT FUNDING REQUESTS

1. Funding is available and approved in the Annual Operating 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 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.
7. That the Burnaby School Board has approved the project and the installation of the playground in that current year.
8. That the criteria be expanded to include the purchase and planting of trees and/or shrubs for the playground area or garden projects.

OPERATIONAL GUIDELINE

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/playgroundcriteria2009.doc

Revised 2009 February 10