



Item .....
Meeting .....2014 Feb 24

## COUNCIL REPORT

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**TO:** CITY MANAGER **DATE:** 2014 February 20

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

**SUBJECT:** PLAYGROUND DEVELOPMENT GRANT REQUEST FOR GLENWOOD  
ELEMENTARY SCHOOL AND ÉCOLE CASCADE HEIGHTS  
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 playground upgrades.

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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 upgrades as detailed in the attached report.

### REPORT

At its 'Open' Meeting of 2014 February 19, the Parks, Recreation and Culture Commission received the above noted report and adopted the three recommendations contained therein. The Commission is requesting Council grant the appropriate authorization to facilitate the necessary agreement to proceed with the playground upgrades.

A handwritten signature in black ink, appearing to read "D. Ellenwood".

Dave Ellenwood  
DIRECTOR PARKS, RECREATION AND CULTURAL SERVICES

DE:tc

#### Attachment

P:\Admin\c\Data\Council\140219\PK - Playground Development Grant Request for Glenwood and École Cascade

Copied to: Director Finance  
City Solicitor

## COMMISSION REPORT

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

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

**SUBJECT:** PLAYGROUND DEVELOPMENT GRANT REQUEST FOR GLENWOOD  
ELEMENTARY SCHOOL AND ÉCOLE CASCADE HEIGHTS  
ELEMENTARY SCHOOL

**RECOMMENDATIONS:**

1. **THAT** the requests from Glenwood Elementary School and École Cascade Heights Elementary School be approved.
2. **THAT** a copy of this report be forwarded to; Laura Iwan Chair, Glenwood PAC Playground Committee, Yuki Omoto-Chow Secretary, PAC Glenwood Elementary, Fernando De Melo, PAC Chair École Cascade Heights Elementary School, Brian Li, PAC Treasurer École Cascade Heights Elementary School and Brian Shuster Principal École Cascade Heights Elementary School.
3. **THAT** Council be requested to authorize the City 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 on the agenda is correspondence from Laura Iwan Chair, Glenwood PAC Playground Committee, Yuki Omoto-Chow Secretary, PAC Glenwood Elementary, Fernando De Melo, PAC Chair École Cascade Heights Elementary School, Brian Li, PAC Treasurer École Cascade Heights Elementary School and Brian Shuster Principal École Cascade Heights Elementary School.

The Councils and PAC's are requesting a grant from the 2014 Annual Operating Playground Development Budget to assist with the redevelopment of their playgrounds.

**Background**

There is \$12,000 budgeted annually in the Operating Budget and, with few exceptions, the fund is expended each year. The Playground Funding Requests criterion is attached ([Attachment #1](#)). The first two schools to request a grant this year are Glenwood and Cascade on January 20 2014.

To: Parks, Recreation & Culture Commission  
From: Director Parks, Recreation & Cultural Services  
Re: PLAYGROUND DEVELOPMENT FUNDING  
REQUEST FOR Glenwood Elementary School and  
École Cascade Heights Elementary.

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All the schools meet the Playground Grant guidelines and have received approval from the Burnaby School District to install the playground components within 12 months of receiving the Playground Grant. Glenwood Elementary last received a grant in 1995, École Cascade Heights last received a grant in 2006.

Outlined below is the cost breakdown for each school's playground grant request:

**Glenwood Elementary School**

Total cost of play components (Kompan "Spacenet")	\$ 17,939.00
Funds raised to date	<u>\$ 13,781.00</u>
Remaining funds \$158 will be raised by Feb. 2014	
Amount requested from Playground Development grant	<b>\$ 4,000.00</b>

**École Cascade Heights Elementary School**

Cost of play components ("Habitat" Lunar Blast)	\$ 27,000.00
Funds raised to date	<u>\$ 23,000.00</u>

Amount requested from Playground Development grant	<b>\$ 4,000.00</b>
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It is recommended that Glenwood Elementary School and École Cascade Heights Elementary School's requests be approved. If approved there will be \$4,000.00 remaining in the 2014 Annual Operating Playground Development Budget.



Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

EB: mg

Attachment

P:\Admin\Clerical\Staff\Mindi Ginn\Eric Bientjes\Playground Commission Report.doc

cc: City Solicitor  
Director Finance

## **CRITERIA FOR PLAYGROUND DEVELOPMENT FUNDING REQUESTS**

The purpose of the Playground Development Grant is to recognize the fundraising efforts of Burnaby parents, as well as improve the play experience at school playgrounds for the community at large, as a valuable way to participate in physical activity and connect with neighbours.

### **CRITERIA:**

1. The project is initiated and cost shared by a parent group and the Burnaby School Board. The parent 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 \$4,000.
2. The facility will be accessible to the public and thus provide a public benefit beyond serving the school children during school hours.
3. The parent group may request a grant once every 4 years.
4. The remainder of the funding for the entire project needs to be either in place or very close to being finalized.
5. Parks, Recreation & Cultural Services staff will be allowed input into the design process.
6. The Burnaby School Board must approve the project and its installation of the playground within 12 months of the grant approval. Consequently, a letter from the School District must be included with the request. The parent group may contact Sandra Brunner ([Sandra.Brunner@sd41.bc.ca](mailto:Sandra.Brunner@sd41.bc.ca)) to arrange for a letter of support.
7. The grant can be used for equipment and/or for the purchase and planting of trees and/or shrubs for the playground area or garden projects.

### **OPERATIONAL GUIDELINES:**

1. Projects are considered on a first come, first served basis. Requests will be time dated and received after the 3<sup>rd</sup> Monday of January of the year the grant is available.
2. Playground Development Grants are only available if approved in the City of Burnaby's Annual Capital Budget
3. In the event the Playground Development Fund is completely allocated prior to year-end, staff will advise Commission of all subsequent requests for their consideration.

RJ:km

Revised 2011 December

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