



Item
Meeting 2014 Sep 29

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2014 September 18

FROM: DIRECTOR PARKS, RECREATION &
CULTURAL SERVICES

**SUBJECT: CHAFFEY-BURKE ELEMENTARY SCHOOL PLAYGROUND
DEVELOPMENT GRANT REQUEST**

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.

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 September 17, 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.

Dave Ellenwood
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

DE:tc

Attachment

P:\Admin\c\Data\Council\140917\Chaffey-Burke Elementary School Playground Development Grant Request (2014.09.29)

Copied to: City Solicitor
Director Finance

COMMISSION REPORT

TO: CHAIR AND MEMBERS
PARKS, RECREATION & CULTURE COMMISSION

FROM: DIRECTOR PARKS,
RECREATION & CULTURAL SERVICES

**SUBJECT: PLAYGROUND DEVELOPMENT GRANT REQUEST CHAFFEY-
BURKE ELEMENTARY SCHOOL**

RECOMMENDATIONS:

1. **THAT** the request from Chaffey-Burke Elementary School be approved.
2. **THAT** a copy of this report be forwarded to Principal Claudio Bortolussi, PAC Chair Ranjit Bharaj and Treasurer Howard Quon.
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 on the agenda is correspondence from Claudio Bortolussi, Principal at Chaffey-Burke Elementary School.

The Council and PAC 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 were Glenwood and Cascade Elementary Schools. These requests have been approved which leaves a remaining balance of \$4,000.

Chaffey-Burke Elementary School meets the Playground Grant guidelines and has received approval from the Burnaby School District (Attachment #2) to install the playground components within twelve months of receiving the Playground Grant. Chaffey-Burke Elementary last received a grant in 2007.

To: Parks, Recreation & Culture Commission
From: Director Parks, Recreation & Cultural Services
Re: PLAYGROUND DEVELOPMENT FUNDING
REQUEST from Chaffey-Burke Elementary School.
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Outlined below is the cost breakdown for each school's playground grant request:

Chaffey-Burke Elementary School

Total cost of play components (Apollo DX-2100-F)	\$ 18,000
Funds raised to date	<u>\$ 14,000</u>
Amount requested from Playground Development grant	\$ 4,000

It is recommended that Chaffey-Burke Elementary School's request be approved. If approved there will be zero funds remaining in the 2014 Annual Operating Playground Development Budget.



Dave Ellenwood
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

KD:mg

Attachments (2)

P:\Admin\Clerical\Staff\Mindi Gim\Craig Collis\CMC\Commission\2014Playground 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, uses these assets.

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 schoolchildren 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) 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 3rd 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.

CL:km

Revised 2011 December

P:/...admin/ka/playground development grant criteria revised December 2011.docx



September 3, 2014

Ms Mara Cirotto
Commission Secretary
Parks, Recreation and Cultural Services Commission
City of Burnaby
101-4946 Canada Way
Burnaby, BC V5G 4H7

Dear Ms Cirotto:

The Burnaby Board of Education is pleased to support the application by the Parent Advisory Council of Chaffey-Burke Elementary School for a Playground Development Grant to improve their playground.

It is our understanding the PAC and the school have already raised \$14,000 of the estimated \$18,000 cost. The district hereby undertakes to install the playground equipment within twelve months of the grant approval.

Thank you for considering the application by the Chaffey-Burke PAC.

Yours very truly,

A handwritten signature in black ink, appearing to be "D. Greg Frank". The signature is stylized with a large, sweeping "D" and "F".

D. Greg Frank, C.A.,
Secretary-Treasurer

Copy: Russ Sales, Director of Facilities Services

14-09-03.1/GF/SB