



Item.....
Meeting .....2017 Apr 03

## COUNCIL REPORT

**TO:** CITY MANAGER **DATE:** 2017 March 24

**FROM:** DIRECTOR PARKS, RECREATION & CULTURAL SERVICES **FILE:** 09100-22

**SUBJECT:** PLAYGROUND DEVELOPMENT GRANT REQUEST FOR LYNDHURST 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 playground upgrades.

**RECOMMENDATION:**

1. THAT Council give authorization 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 2017 March 23, 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 AND CULTURAL SERVICES

DE:tc

Attachment

Playground Development Grant Request for Lyndhurst Elementary School (2017.04.03)

Copied to: Director Finance  
City Solicitor



Item.....	3
Director's Report No.....	3
Meeting .....	2017 Mar 23

COMMISSION REPORT

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

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

**SUBJECT:** PLAYGROUND DEVELOPMENT GRANT REQUEST FOR LYNDHURST  
ELEMENTARY SCHOOL

**RECOMMENDATIONS:**

1. **THAT** the request from Lyndhurst Elementary School be approved.
2. **THAT** a copy of this report be forwarded to; Barb Olsen, Lyndhurst Elementary PAC Chair, Erin Catania, Lyndhurst Elementary PAC Vice Chair, Kim Clark, Lyndhurst Elementary Vice-Principal.
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 the Lyndhurst Elementary School Parent Advisory Council.

The Council and PAC are requesting a grant from the 2017 Annual Operating Playground Development Budget to assist with the redevelopment of their playground.

**Background**

There is \$12,000 budgeted annually in the Operating Budget and, with few exceptions, the fund is expended each year. The Criteria for Playground Development Funding Requests is attached (Attachment #1). Lyndhurst Elementary School is the first school this year to request the grant.

Lyndhurst Elementary School meets the Playground Grant guidelines and has received approval from the Burnaby School District to install the playground components within twelve months of receiving the Playground Grant. Lyndhurst Elementary School last received a grant in 1992.

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

..... Page 2

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

**Lyndhurst Elementary School**

Total cost of play components, including deluxe climbers, curved balance beam, and enclosed slide	\$33,000.00
Funds raised to date	\$26,000.00
Amount requested from Playground Development grant	<b>\$ 4,000.00</b>

It is recommended that the Lyndhurst Elementary School request be approved. If approved, there will be \$8,000.00 remaining in the 2017 Annual Operating Playground Development Budget.



Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

EP:tc

Attachment

P:\Admin\Clerical\Staff\clap\Playground Commission Report - Lyndhurst Elementary School

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 and Parent Advisory Councils, 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 who use 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 play equipment 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 at the time of the application.
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. Applications are considered on a first come, first served basis. Requests will be received and time dated 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 yearend, staff will advise Commission of all subsequent requests for their consideration. There will be no waitlist kept.