



Item.....  
Meeting .....2018 Mar 05

COUNCIL REPORT

**TO:** CITY MANAGER **DATE:** 2018 Mar 01  
**FROM:** DIRECTOR PARKS, RECREATION & CULTURAL SERVICES **FILE:** 63000-01  
**SUBJECT:** PLAYGROUND DEVELOPMENT GRANT REQUESTS FROM CAMERON ELEMENTARY SCHOOL AND MONTECITO 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 the playground upgrades at Cameron Elementary School and Montecito Elementary School.

**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 2018 February 28, 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 Requests from Cameron Elementary School and Montecito Elementary School (2018.03.05)

Copied to: Director Finance  
City Solicitor



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## COMMISSION REPORT

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

**DATE:** 2018 Feb 18

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

**FILE:** 63000-01

**SUBJECT:** PLAYGROUND DEVELOPMENT GRANT REQUESTS FROM  
CAMERON ELEMENTARY SCHOOL AND MONTECITO 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 the playground upgrades at Cameron Elementary School and Montecito Elementary School.

**RECOMMENDATIONS:**

1. **THAT** the playground development grant requests from Cameron Elementary School and Montecito Elementary School be approved.
2. **THAT** a copy of this report be forwarded to; Jen Zerkee, Chair, Cameron Elementary PAC; Al Post, Principal, Cameron Elementary School; Michael Lee, Chair, Montecito Elementary PAC; Heather Kimmie, Principal, Montecito 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****INTRODUCTION**

Appearing on the agenda is correspondence from Jen Zerkee, Chair, Cameron Elementary PAC and Michael Lee, Chair, Montecito Elementary PAC.

Both school PACs are requesting a grant from the 2018 Annual Operating Playground Development Budget to assist with the redevelopment of their playgrounds.

To: Parks, Recreation & Culture Commission  
From: Director Parks, Recreation & Cultural Services  
Re: Playground Development Funding Request from Cameron Elementary School and Montecito Elementary School

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**POLICY SECTION**

The Playground Development Grant Program aligns with the Corporate Strategic Plan by supporting the following goals and sub-goals of the plan:

**A Safe Community**

- Community amenity safety (provision of safe playground equipment)

**A Connected Community**

- Social connection (for children and families to come together)
- Geographic Connection (community location)
- Partnership with schools and Parent Advisory Councils

**A Healthy Community**

- Healthy life (opportunity to play and move)
- Community involvement encouraging residents to give back to and invest in their community.

**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 Cameron Elementary and Montecito Elementary.

Both 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. Montecito Elementary last received the grant in 2006 and Cameron Elementary last received the grant in 2008.

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

**Cameron Elementary School**

Total cost of accessible swing for Cameron’s playground.	\$8,100.00
Funds raised to date.	<u>\$4,100.00</u>

Amount requested from Playground Development grant.	<b>\$ 4,000.00</b>
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**Montecito Elementary School**

Total cost of outdoor learning space for Montecito’s playground.	\$12,000.00
Funds raised to date.	<u>\$8,000.00</u>

Amount requested from Playground Development grant.	<b>\$ 4,000.00</b>
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To: Parks, Recreation & Culture Commission  
From: Director Parks, Recreation & Cultural Services  
Re: Playground Development Funding Request from Cameron  
Elementary School and Montecito Elementary School

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**RECOMMENDATION**

It is recommended that the requests from Cameron Elementary School and Montecito Elementary School be approved. If approved, there will be \$4,000.00 remaining funds in the 2018 Annual Operating Playground Development Budget.



Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

KD:tc

Attachment

P:\Admin\Clerical\Staff\kd\Playground Commission Report Feb 2018

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](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.

CL:km

Revised 2011 December

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