



Item .....
Meeting .....2015 Feb 23

## COUNCIL REPORT

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**TO:** CITY MANAGER **DATE:** 2015 February 19

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

**SUBJECT:** **PLAYGROUND DEVELOPMENT GRANT REQUESTS FROM GILPIN ELEMENTARY SCHOOL AND ÉCOLE WESTRIDGE 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 2015 February 18, 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

P:\Admin\tc\Data\Council\150218\Playground Development Grant Requests from Gilpin and École Westridge Elementary Schools

Copied to: Director Finance  
City Solicitor

## COMMISSION REPORT

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

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

**SUBJECT:** **PLAYGROUND DEVELOPMENT GRANT REQUESTS FROM GILPIN  
ELEMENTARY SCHOOL AND ÉCOLE WESTRIDGE ELEMENTARY  
SCHOOL**

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**RECOMMENDATIONS:**

1. **THAT** the playground development grant requests from Gilpin Elementary School and École Westridge Elementary School be approved.
2. **THAT** a copy of this report be forwarded to; Ann Johannes, Gilpin Elementary Pac Chair; Sean Gaster, Gilpin Elementary Principal; and the Pac Executive of École Westridge Elementary (Janice Ho, Co–Chair, Debra Phillipson, Co–Chair, Rhonda Manson Vice-Chair, Colin Sian, Secretary, Yuko Kiyama, Treasurer).
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 Ann Johannes, Gilpin Elementary Pac Chair and Sean Gaster, Gilpin Elementary Principal. Also included on the agenda is correspondence from the Pac Executive of École Westridge Elementary (Janice Ho, Co–Chair, Debra Phillipson, Co–Chair, Rhonda Manson, Vice-Chair, Colin Sian, Secretary, Yuko Kiyama, Treasurer). Both PACs are requesting a grant from the 2015 Annual Operating Playground Development Budget to assist with the redevelopment of their playgrounds.

There is \$12,000 budgeted annually for playground funding requests and, with few exceptions, the fund is expended each year. The Playground Funding Requests Criteria are attached (Attachment #1). The first two schools to request a grant this year are Gilpin and Westridge.

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. Gilpin Elementary last received a grant in 2001 and École Westridge Elementary last received a grant in 2011.

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

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

**Gilpin Elementary School**

Total cost of play components, wheelchair accessible  
merry-go-round, double twister play apparatus and climbing net. \$45,000.00  
Funds raised to date. \$41,000.00

Amount requested from Playground Development grant. **\$ 4,000.00**

**École Westridge Elementary School**

Cost of play components, multiple equipment components will  
be purchased to make an oval circuit. \$32,000.00  
Funds raised to date. \$28,000.00

Amount requested from Playground Development grant. **\$ 4,000.00**

It is recommended that the requests from Gilpin Elementary School and École Westridge Elementary School be approved. If approved there will be \$4,000.00 remaining in the 2015 Annual Operating Playground Development Budget.



Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

KD:mg

Attachment

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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 yearend, staff will advise Commission of all subsequent requests for their consideration.