



To: Parks, Recreation and Cultural Services Committee
From: Mike Redpath
 Manager, Parks Programs, Planning & Design
Re: South Arm Child Care Facility - Outdoor Play Area Improvements

Date: May 15, 2002
File: 2345-01

Staff Recommendation

1. That the outdoor play area improvements as proposed by the South Arm Community Association (detailed in attachment 1) be approved.
2. That prior to undertaking any work, a contribution agreement between the South Arm Community Association and the City be developed that outlines the terms of funding, the design, and construction.
3. That staff continue to work with the Community Association to ensure the project is in line with the overall objectives for South Arm Park as described in this report.

Mike Redpath
Manager, Parks Programs, Planning & Design

Att. 5

FOR ORIGINATING DIVISION USE ONLY		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Recreation & Cultural Services	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	

Staff Report

Origin

In June of 2001, the playground equipment located SW of South Arm Community Centre was inspected as part of the safety audit of all playgrounds owned by the City and as part of the licensing requirements for the community centre child care programs. The results of the audit were that the existing equipment does not meet CSA standards and cannot be used by the child care programs.

It has also been confirmed that the existing play equipment within the fenced area associated with the pre-school centre at the South Arm Community Centre does not meet CSA standards and must be removed. The South Arm Community Association has proposed to re-develop this pre-school/out of school care area to meet all of their program needs and to upgrade the existing courtyard adjacent to the Community Police Station.

The details of the proposal are described on the Community Initiated Capital Project Application (attachment 1) and the preliminary design drawings (attachments 2 and 3). A copy of the South Arm Community Association Board minutes approving the expenditure of up to \$110,000 is included in attachment 4. A scope of work and preliminary cost estimate for City areas of responsibility has been prepared by staff and is included in attachment 5.

Analysis

Existing Non-conforming CSA Playground

The City will remove the equipment southwest of the community centre as part of the playground upgrade program. This equipment will not be replaced since the focus in South Arm Community Park is on the larger playground on the east side of the park where it is associated with other recreational facilities.

Proposed Scope of Work

The South Arm Community Association has prepared preliminary designs for the courtyard and the pre-school play area. Staff have reviewed the designs and prepared a preliminary cost estimate and scope of work. The proposed areas of responsibility are:

- Project management will be the responsibility of Parks Design and Development staff.
- Detail design by Parks Design and Development staff for drainage, paving, fencing and seating edges.
- Detailed cost estimate by Parks Design and Development staff with for drainage, paving, and seating edges.

- Site preparation including demolition, excavation, and drainage; base preparation and paving; relocation and installation of fencing; and construction of the timber edges around the play area by Parks Development foreman and crew.
- The Community Association is responsible for working with the play equipment vendor for the installation of the play equipment.
- The play equipment vendor will install the playground safety surfacing.
- Once the play equipment is installed, the Community Association will be responsible for safety inspections and maintenance.

Liability for the Pre-school/Out of School Care Playground

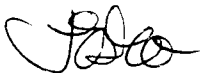
The responsibility for liability will be shared by the City as the landowner, the South Arm Community Association as the program provider, and by the play equipment vendor.

Financial Impact

This proposal is a community initiated and funded project. Construction and material costs and staff time for design would be recovered from the community association through the development of a contribution agreement which will define the scope of work to be undertaken. The South Arm Community Association at their May 15, 2002 Board Meeting allotted a budget of \$110,000 including approximately \$50,000 for play equipment. The cost breakdown for City areas of responsibility is outlined in attachment 5.

Conclusion

The proposed outdoor play area improvements will provide the childcare facilities at South Arm Community Centre with much need play opportunities. The City's role is to ensure that the design supports the overall objectives for the park and is well integrated with existing infrastructure. If approved the South Arm Community Association is motivated to have the improvements completed by August 2002 in time for their 50th anniversary celebrations.



Jamie Esko, Park Planner
Park Planner

JE: je



City of Richmond

6911 No. 3 Road
Richmond, BC V6Y 2C1

Main (604) 276-4000 Fax (604) 276-4177

COMMUNITY INITIATED CAPITAL PROJECT APPLICATION

Application Date: May 15, 2002 _____ Program Year: 2002 _____

1. Applicant Details

Name of Community Group: SOUTH ARM COMMUNITY ASSOCIATION
 Contact Name: GREG ROBERTSON Signature: [Handwritten Signature]
 Mailing Address: 8880 WILLIAMS RD
RICHMOND, B.C. V7A 1G6
 Tel. No.: (604) 718-8067 Fax No.: (604) 718-8065

2. Project Location and Description (should be a detailed description of the project)

This community project involves two different areas. First the courtyard area on the west side of the building, beside the community Police station, requires drainage and a black top surface. This new surface will provide children with a quality play space for basketball, squash ball and skateboards. The second area is the children play space on the west side of the building. This area requires drainage, relocation of the metal fence behind the trees, new play surface and playground equipment.

3. Project Justification (provide an outline of the need for, and benefits of, the project)

The Richmond Environmental Health Department has recommended that our licensed Preschool and School Age Care programs no longer utilize the Adventure playground on the South-West side of the building. The old playground no longer meets CSA standards, presenting a hazard for our participants and public using the playground. This community project consisting of a creative, stimulating playground suitable for all ages of children and the new courtyard play surface will enhance safe, healthy play, important to the development of the children in the South Arm community.

4. How Does this Project Align with the City of Richmond's Vision to "Be the Most Appealing, Livable and Well-Managed Community in Canada"?

Both new play spaces will be appealing to SA children and families providing new, healthy play opportunities. Both play areas will be wheel chair accessible and inclusive to all children and families. We would also like to empower youth volunteers to help build the playground to promote their sense of ownership and belonging within their community

5. Consequences of Not Proceeding with the Project (please explain)

If the project does not proceed, the quality of our two licensed childcare programs will suffer, as we can no longer utilize the existing Adventure playground. Also the old playground equipment presents a hazard to public, still playing on this outdated equipment regularly.

6. Project Capital Cost

Construction Costs	\$ _____
Permit Fees	\$ _____
Development Cost Charges	\$ _____
Other (specify)	\$ _____
Total	\$ _____

Capital Funding Sources

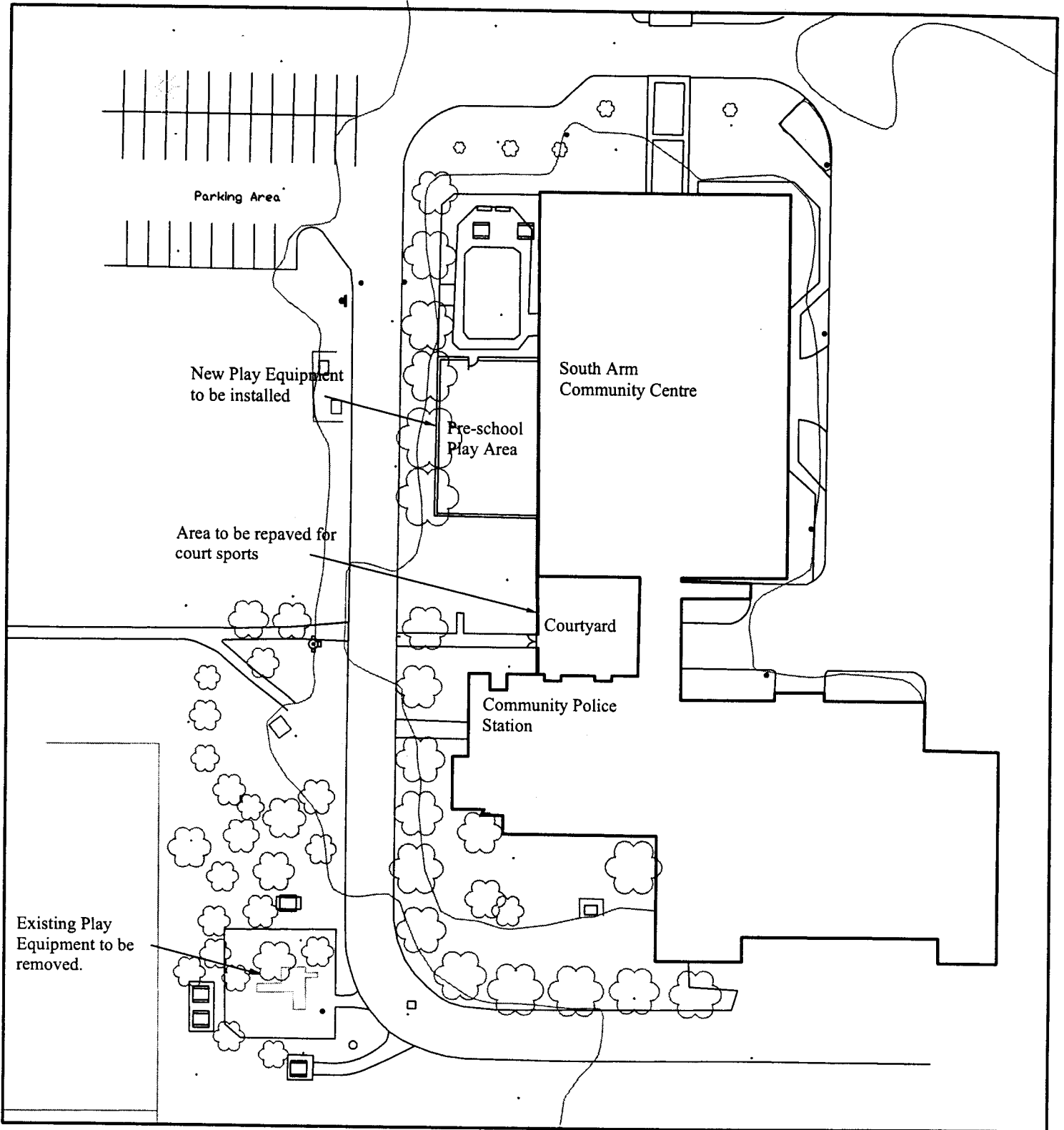
Funding Provided by Applicant	\$ <u>110,000.00</u>
Requested Municipal Funding	\$ _____
Other (specify)	\$ _____
Total	\$ <u>110,000.00</u>

7. Estimated Project Operating Cost

Annual Operating Costs	Total \$ _____
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Proposed Operating Funding Sources

Funding Provided by Applicant	\$ _____
Requested Municipal Funding	\$ _____
Other (specify)	\$ _____
Total	\$ _____



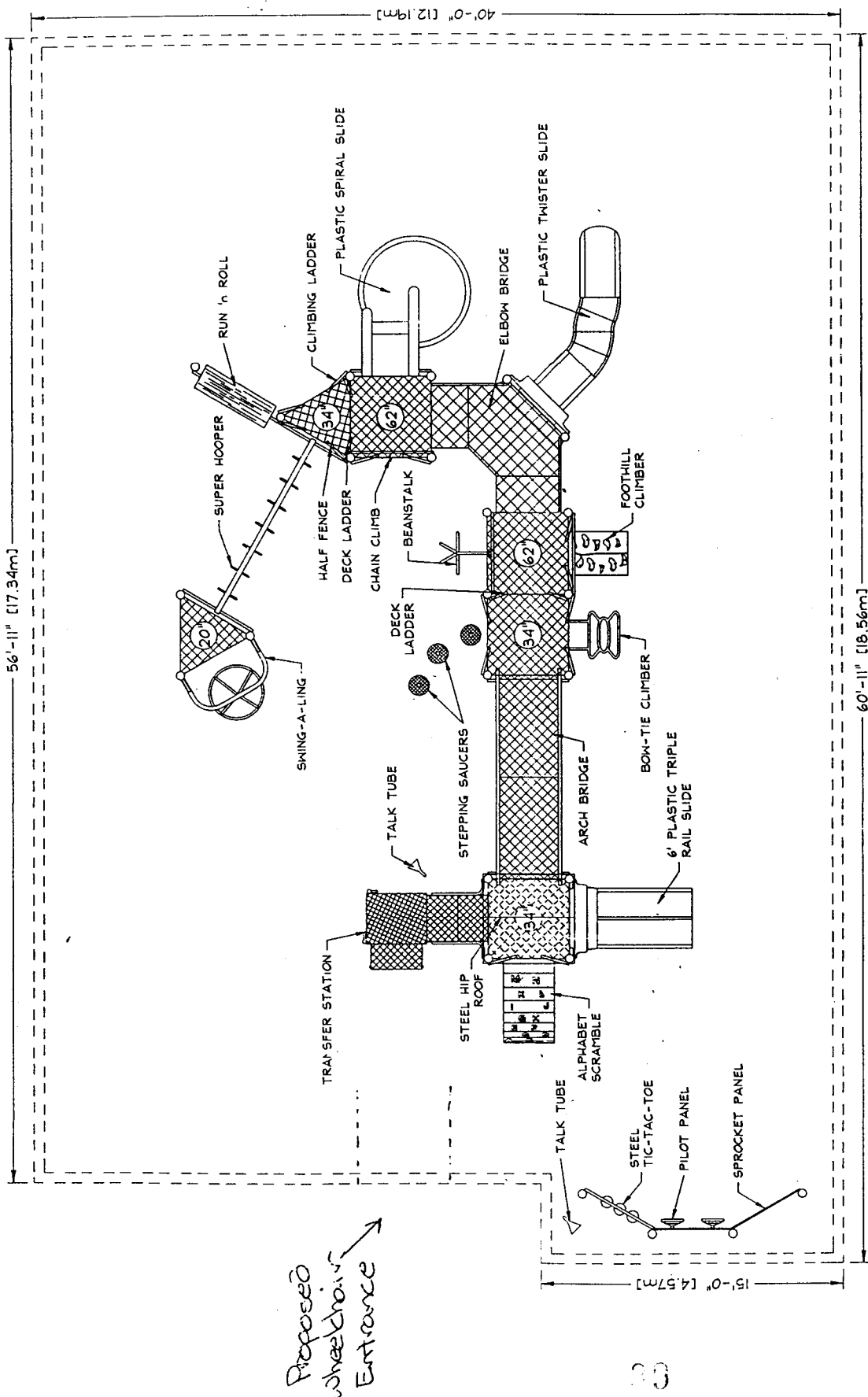
Context Plan
South Arm Community Centre

BLUESIMP
 PLAYGROUND EQUIPMENT COMPANY OF CANADA
 1-800-661-1462

SWINGTIME DISTRIBUTORS
 SOUTH ARM COMMUNITY CENTER - RICHMOND
 MODEL - MP3415SCC

CONFORMS TO THE CANCSA-Z614-98 STAN-
 DARD FOR CHILDREN'S PLAYSPACES AND EQUIPMENT

SCALE: NTS DRAWN: EB DATE: APRIL 8, 2002



Proposed Play Equipment South Arm Community Centre



South Arm Community Association

Minutes

May 15, 2002

1. Meeting called to order at 7:00 pm.

2. **MOTION** to approve agenda as circulated

I. Shaw/D. Beswick
PASSED

3. **Attendance:**

Ross Adamson, Karen Adamson, Neil Brown, Dick Beswick, Marsha Issa, Anne Marie Kirkpatrick, Martin Lee, Brendan Narowsky, Ron Pearson, Greg Robertson, Ian Shaw, Agnes Thompson,

Absent:

Elizabeth Clark,

Regrets:

Ken Bottomley, Terry David, Don Dixon, Alice Hawkins, Ray Jurczak, Alice Pantzaras,

Staff:

Roy Matsuyama

4. **Welcome to Roy Matsuyama**

5. **MOTION** to adopt the Minutes of the Board meeting on April 17, 2002 as circulated.

I. Shaw/A. Thompson
PASSED

6. **Correspondence Received:**

a. G. Wheeler: Thanks to the South Arm Community Association Board.

b. Steveston Community Association: Requesting use of portable stage.

c. East Richmond Community Association: Invitation to Multifest on June 9th.

7. **Correspondence Sent:**

- a. M. Redpath: Confirmation of South Arm Community Association agreement to move forward on the children's playground.

8. Financial:

MOTION to adopt the unaudited Financial Report for April 30, 2002 as presented.

R. Pearson/M. Issa

PASSED

- 2002-2003 budget will be reviewed at the June Executive and the June Board meeting. Later in June it will be reviewed at a special Board meeting.

9. Area Co-ordinator's Report:

- Roy gave a short welcome greeting to the Board
- New sound damping around the front counter is working.

10. Executive Report:

- Minutes issued

11. S.A.C.A. Staff Reports:

Fitness

- Winner of Personal Training contest is Barbara Vaz.
- New furniture for office arrived and looks very professional.
- Added an Abs and Back class on Sunday mornings which had a great response.
- Will be trying a new style of class with Latin Aerobics in the future.

Volunteers

- No activities during this period that required volunteers

Seniors

- April 19 – Mt. Vernon Tulip Festival
- April 22-25 – Kelowna trip cancelled due to low registration
- April 22 – Riverboat Casino
- April 26 – Kennedy House for lunch and then went to see “Scotland Calls”.
- April 27 – “Gypsy” at the Massey Theatre
- May 1 – 24 seniors attended the general meeting

- May 6 – Lunch at Green Acres and then to Confederation House for a musical review
- May 13 – Coquitlam Casino

Youth/Pre-teen

- Alison Lilly and Jesse McKinnon have been hired as the Nite Shift Coordinator and assistant, respectively.
- The first Nite Shift held at South Arm was attended by 10-15 youth.

12. Committee Reports:

a. Personnel Committee – M. Lee:

MOTION to create a position named Preschool Registrar, Pay Grade 12, with the responsibility of registering and maintaining a register of children in the two licensed preschools.

A. Thompson/K. Adamson
PASSED

- Financial impact: Fees for preschools were and \$4500 is designated in the preschool budgets for the costs of a Registrar, this amount to cover wages and benefits.

MOTION to create the positions in South Arm Community Association preschools of Coordinator, Pay Grade 18; Teacher (Supervisor), Pay Grade 16; Teacher, Pay Grade 12; Teacher (Student), Pay Grade 10; Student, Pay Grade 9; Substitute, Pay Grade 10; and to move wages in the two preschools over the next 3-5 years to uniform salary scales.

A. Thompson/R. Adamson
PASSED

- The Nite Shift Coordinator will not be available to work the last 5 weeks of the 10 week program.

b. Seniors Committee – M. Lee/R. Adamson:

- Discussion on furniture in the senior's use area.

MOTION to apply Sungard Solar films to the windows in the Senior's Activity pool room. The cost of this job is not to exceed \$700. Funds to come from Operating Income.

M. Lee/I. Shaw
PASSED

c. Housing – R. Adamson:

MOTION that the Housing Committee recommends approval of \$40,000 for the purchase and installation of an electronic sign for Sign-O-Lite. Money to come from Future Projects fund.

R. Adamson/B. Narowsky
PASSED

MOTION that the Housing Committee recommends approval of \$3500 for the purchase of furniture from Belpar Industries for the annex. Money to come from Future Projects fund.

R. Adamson/M. Issa
PASSED

- This purchase includes 5 Might Lite tables and 30 Ola stacking chairs.

MOTION that the Housing Committee recommends approval of \$110,000 for our courtyard/playground project. Money to come from Future Projects fund.

R. Adamson/B. Narowsky
PASSED

- The scope of work has been reduced to remove 'Area B' just north of the police station.

MOTION to transfer \$44,000 from unappropriated funds to the Future Projects funds.

R. Pearson/D. Beswick
PASSED

d. Fitness Committee – K. Adamson:

- The furniture is now in the Fitness Coordinator's office.

MOTION to allow current South Arm Association staff, city staff working at South Arm and Board members free use of the fitness centre, aerobics classes and racquet courts. The following conditions will apply: Aerobics classes only when space available; no pre-booking of racquet courts allowed; fitness centre use only during non-peak hours.

B. Narowsky/R. Adamson
PASSED

MOTION to table above motion until the June Board meeting.

R. Pearson/A.M. Kirkpatrick
DEFEATED

e. Licensed Programs – A. Thompson:

- The funding assistance for the preschools runs out June 30/02. New transition funding has just been made available from July 1/02 to March 31/03.
- Registration for summer preschool programs is going well and should be full.
- One Child's World class is being discontinued for the Fall.

13. Old Business:

- August 3rd, a Saturday, is the date for the 50th South Arm Community Association Anniversary celebration.

14. New Business:

- Discussion on South Arm Community Association interest to contribute towards an association-wide combined promotion effort. Yes, general agreement.

Adjournment at 21:30.

**South Arm Community Centre
Child Care and Out-of-School Care Facilities Play Area Upgrades
Preliminary Scope of Work & Cost Estimate for City Areas of Responsibility**

Planning and Design

Task	Description
1. Project management	a. Coordinate City areas of responsibility with South Arm CC areas of responsibility
2. Detail design	a. Drainage, paving, and seating edges
Estimated Cost	
\$1,350	

Existing Courtyard

Task	Description
1. Prepare for new paving	a. Remove existing unit pavers b. Excavate and finish grading c. Install drainage d. Prepare base course e. Pave with asphalt
2. Retain existing fence and gates	
Estimated Cost	
\$15,800	

Expanded Child Care Play Area

Task	Description
1. Remove & relocate existing fence	
2. Remove existing play equipment	
3. Prepare for play box	a. Excavate to 12" depth b. Install drainage c. Construct wood edge d. Place 3" depth pea gravel
4. Install additional 4' ht. Fence to match existing	a. Prepare post footings b. Install fence
5. Move existing walkway	a. Lift pavers b. Prepare new setting bed c. Re-install pavers
6. Install 2 benches on asphalt pads	
Estimated Cost	
\$22,900	

Subtotal	\$40,050
30% Contingency for Class C	
Estimate	\$19,470
TOTAL	\$59,520