



**STAFF REPORT
ACTION REQUIRED**

**Establishment of a Reserve Account for Parks
Improvements - Glen Cedar Park Fundraising Committee**

Date:	March 19, 2008
To:	Executive Committee
From:	General Manager, Parks, Forestry & Recreation Deputy City Manager and Chief Financial Officer
Wards:	Ward 21, St Paul's West
Reference Number:	P:\2008\Internal Services\CF\Ec08006Cf – et (AFS #7351)

SUMMARY

The purpose of this report is to obtain authorization to establish a reserve account to receive donations from the Glen Cedar Park Fundraising Committee in order to enhance the \$100,000 in funds the City has committed to Glen Cedar Park improvements in 2009. The report will also request authority for the City of Toronto to issue receipts for income tax purposes for eligible donations in accordance with the Income Tax Act.

The Glen Cedar Park Fundraising Committee wishes to raise funds to improve Glen Cedar Park. The raised funds will be used primarily to purchase new play equipment and protective surface material, with specifics to be determined once the total amount of funds raised is known.

The fundraising target for this reserve fund is \$50,000.00, to be used entirely in 2009 as a supplement to the \$100,000 the City has allocated to this park.

The goals and objectives of the Glen Cedar Park Fundraising Committee are in keeping with the mandate of the Parks, Forestry and Recreation Division to provide active recreation opportunities. Consequently, the Parks, Forestry and Recreation Division recommends that the reserve fund be established.

RECOMMENDATIONS

The General Manager of Parks, Forestry and Recreation and the Deputy City Manager and Chief Financial Officer recommend that:

1. the Deputy City Manager and Chief Financial Officer be authorized to establish a reserve called the “Glen Cedar Park Reserve” for receiving cash donations toward enhancements of Glen Cedar Park;
2. Municipal Code, Chapter 227 [Reserves and Reserve Funds] be amended by adding the “Glen Cedar Park Reserve” to Schedule 5 – Donations Reserves;
3. all donations received by the Glen Cedar Park Fundraising Committee and by the City for the Glen Cedar Park Reserve Account be held separately in the Glen Cedar Park Reserve designated for this purpose, and receipts for income tax purposes be issued by the City of Toronto to donors for eligible donations in accordance with the Income Tax Act and City policy in this regard;
4. authority be granted to Parks, Forestry and Recreation to enter into an agreement, if necessary, with the Glen Cedar Park Fundraising Committee to allow the Glen Cedar Park Fundraising Committee to fundraise on behalf of the City of Toronto for enhancements in Glen Cedar Park, in a form and content satisfactory to the General Manager, Parks, Forestry and Recreation and the City Solicitor; and
5. the appropriate City officials be authorized and directed to take the necessary action to give effect thereto; and that leave be granted for the introduction of any necessary bills in Council to give effect thereto.

Financial Impact

This report recommends the creation of a Reserve to support fundraising for the purchase of playground equipment and protective surfacing at Glen Cedar Park. The fundraising target for this Reserve is \$50,000.00 to be used entirely in 2009 as a supplement to the \$100,000 the City has allocated to this park.

Operating costs are already allocated for maintenance and operation of the existing children’s playground in Glen Cedar Park. Those operating costs are not expected to increase due to the proposed park enhancement.

ISSUE BACKGROUND

Glen Cedar Park, located in the Bathurst Street - Eglinton Avenue West area, currently contains wood creative play structures constructed in or around 1985 and last repaired in 2001. The existing swings date back to the early 1970’s.

The Parks, Forestry and Recreation Division is actively replacing older play equipment in order to meet current Canadian Standards Association (CSA) standards. The existing

play equipment in Glen Cedar Park does not meet the most current CSA standards and is identified for replacement in 2009.

Discussions with the community regarding the playground replacement project took place over the course of 2007, and in February of 2008 representatives from the Glen Cedar Park Fundraising Committee formally approached the office of Councillor Joe Mihevc, Ward 21, St. Paul's, and the Parks, Forestry and Recreation Division to request assistance in identifying the means for implementing playground and other related park improvements funded by community contributions.

The Parks Branch of the Parks, Forestry and Recreation Division is in support of the proposed fundraising initiative, and is prepared to work with the committee to design and construct the new playground.

The Glen Cedar Park Fundraising Committee is comprised of volunteers who are dedicated to raising funds to be used for Glen Cedar Park improvements. The group plans to fundraise during 2008 and understands that the funds will be added to the \$100,000 the City has committed to the park in 2009.

Corporate Finance has provided recommendations with respect to establishing a reserve and has provided guidelines governing the administration of the proposed fund.

COMMENTS

Preliminary design and cost estimates for this playground enhancement project have not been completed, but it is likely that the fundraising target of \$50,000.00 combined with the \$100,000 the City has committed to the park in 2009 will be adequate to complete the project.

The Glen Cedar Park Reserve would be subject to the following rules:

- (a) **Statement of Purpose:**
to receive cash donations toward replacement of playground equipment and protective surfacing in Glen Cedar Park;
- (b) **Service Area or Beneficiary of the Program:**
Parks, Forestry and Recreation shall have primary responsibility for the reserve account.
- (c) **Contribution Policy:**
Funds from donors will be deposited as received in the reserve and the City will provide income tax receipts to all donors pursuant to City policies.
- (d) **Withdrawal Policy:**
Funds will be withdrawn as part of the normal capital budget process (allocation to projects) for the purposes of playground improvements in Glen Cedar Park. Capital enhancements may include but are not limited to:

- the replacement of the children's play equipment and protective surfacing plus all related, supporting elements (i.e. benches, landscaping) in Glen Cedar Park, as well as any consulting costs required to implement the work;

Any new assets will be assumed by the Parks, Forestry and Recreation Division.

- (e) Review Cycle:
The reserve will be closed when the donated funds are spent year end 2009.
- (f) Fundraising Target:
The fundraising target for the Glen Cedar Park Reserve is \$50,000.00. The degree of playground enhancements will be solely based on the funds raised.

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SIGNATURE

Brenda Librecz, General Manager
Parks, Forestry and Recreation

Joseph P. Pennachetti
Deputy City Manager and Chief Financial
Officer

ATTACHMENT #1

Glen Cedar Park