

DRAFT DOCUMENT ONLY!

This document is scheduled to be approved at the Nov. 13 PTOS meeting.

DATE: October 8, 2007
TO: Parks, Trails and Open Space Committee
FROM: Creighton Wright, Assistant Parks and Recreation Director
SUBJECT: PTOS Summary October 2, 2007

1. CALL TO ORDER AND INTRODUCTIONS: The meeting was called to order by Council Member Lisa Coletto-Cohen, Chair at 6:04 p.m. There were no introductions.
 - a. PTOS MEMBERS PRESENT: Council Member Lisa Coletto-Cohen, Chair; Council Member Joyce Hildebrandt, Eric Kerr, Brent Theim, Dru Alberti, John Larson, and Michael Shirley
 - b. PTOS MEMBERS ABSENT: Daniel Babcock, Council Member Jon Wootten, Sharon Steinhauer, one vacant position
 - c. SPECIAL GUESTS:
 - d. STAFF: Debbie Gomez, Director; Creighton Wright, Assistant Director; Troy White, Planning and Development Manager

2. PUBLIC COMMENT: None

3. ITEMS FOR DISCUSSION:
 - a. **Item A – Review and discussion on the Horseshoe Parks and Equestrian Centre logo.**
 - i. STAFF REPORT PRESENTED BY: Troy White, Planning and Development Manager. Troy White provided a brief overview of the Horseshoe Park & Equestrian Centre (HPEC) logo. Troy introduced Keith Campbell, graphic designer as well as the winning artist for the logo contest.
 - ii. DISCUSSION: Mr. Campbell introduced numerous options for the HPEC logo. Members discussed a preference for the logo on page 3 on the upper right hand corner with the horseshoe. Another member preferred the design on the bottom of page one. There was a general consensus around the former option. Members discussed improvements for the former logo including removing the toe clip and heel cocks as well as rounded HS font/verbiage. Regarding the ampersand (&) – break the line in front of the

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symbol, remove the circle around the ampersand and resume the line after it. Create a couple of options for the “&” to present to Council.

1. FOLLOW UP:
 - a. Troy White will investigate printing and use of logo for embroidery before presenting to this logo to Council.
2. FUTURE AGENDA ITEMS: None.
- iii. MOTION: Board Member Dru Alberti to recommend final version to Town Council with comments above incorporated for approval
- iv. SECOND: Board Member John Larsen
- v. VOTE: unanimous decision.
- vi. ACTION ITEMS: Take the final version with changes to Town Council for approval – Troy White.

b. Item B – Review and discussion on the Parks Naming Policy

- i. STAFF REPORT PRESENTED BY: Troy White, Planning and Development Manager. Troy White presented a general background of the Parks and Recreation facility naming policy based on the direction from the last meeting.
- ii. DISCUSSION: A member asked to clarify Policy D – submission process #4, to identify family name only. A member suggested it should be considered naming after a use. A member stated that Section II, item E, add an option for use. Grammatical changes were suggested including maintaining consistency and expectation for use of will vs. shall.
 1. FOLLOW UP:
 2. FUTURE AGENDA ITEMS: None
- iii. MOTION: Board Member John Larson to recommend approval of Naming Policy for Parks including changes discussed
- iv. SECOND: Board Member Dru Alberti
- v. VOTE: unanimous decision.
- vi. ACTION ITEMS: Take final version incorporating comments to Town Council for approval.

c. Item C – Department Updates

- i. Troy White, Planning and Development Manager provided photo updates of HPEC and a general update on construction.

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4. ANNOUNCEMENTS:

- a. Lisa Coletto-Cohen thanked John Larson for modeling the Town logo for the discussion about printability and appropriateness for embroidery for the logo discussion.
- b. Troy White reported that:
 - i. The Trails position has been filled.
 - ii. The GMP is on the next council agenda.
 - iii. Council Member Lisa Coletto-Cohen reported that Kirby Chadwich has resigned from the committee.
 - iv. The next PTOS meeting will be held on November 13, 2007 and then will be held the second Tuesday of the month thereafter.

- 5. ADJOURNMENT: The meeting was adjourned at 6:58 p.m. by Council Member Lisa Coletto-Cohen, Chair.

SUMMARY PREPARED BY: Creighton Wright and Coleen Alonzi, October 9, 2007

FROM NOTES BY: Creighton Wright, October 2, 2007