

CORPORATION OF THE CITY OF PORT COQUITLAM

PARKS & RECREATION COMMITTEE

A meeting of the Parks & Recreation Committee was held in the Parks & Recreation Office on March 18, 1991

In attendance were Alderman Mike Thompson and Alderman Marg Gordon.

Also in attendance was Larry J. Wheeler, Acting Parks & Recreation Director.

Item No. 1 Adoption of Previous Committee Minutes
The minutes of January 29, 1991 were adopted.

Item No. 2 Adoption of Previous Committee Minutes
The minutes of February 5, 1991 were adopted.

Item No. 3 Adoption of Previous Committee Minutes
The minutes of March 4, 1991 were adopted.

Item No. 4 Adoption of Previous Committee Minutes
The minutes of March 12, 1991 were adopted.

Item No. 5 PoCo Marlins: Purchase of Equipment
The report from the Recreation Manager was reviewed and discussed by Committee.

Recommendation:

That the report be received as information.

Carried

Item No. 6 Teen Event Update - "A Day of Fun"
The report from the Recreation Manager was reviewed and discussed by Committee.

Recommendations:

1. That the report be received.
2. That an expanded version of this report be forwarded to City Council as information.

Carried

Item No. 7 Hot Air Balloon Rides - Teen Sponsored Event
The report from the Recreation Manager was reviewed and discussed by Committee.

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Recommendations:

1. That the recommendations in the report be approved in principle.
2. That staff ensure that the Balloon Sponsor is carrying adequate Liability Insurance.
3. That the staff advise the City's Liability Insurer.

Carried

Item No.8

Street Banner Program - Design Proposals

The report from the Recreation Manager was reviewed and discussed by Committee.


Recommendations:


1. That the design proposals outlined in the report not be adopted.
2. That staff be instructed to try and have design prepared that includes a graphic portrayal of City Hall and a train locomotive.

Carried

ADJOURNMENT:

The meeting adjourned at 9:15 a.m.


M. Thompson, Chairman


Larry Wheeler, Secretary

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**CORPORATION OF THE CITY OF PORT COQUITLAM
PARKS & RECREATION COMMITTEE**

A meeting of the Parks & Recreation Committee was held in the Parks & Recreation Office on January 29, 1991 at 4:45 p.m.

In attendance was Alderman Marg Gordon.

Also in attendance was K. Janna Taylor, Parks & Recreation Director, Colin Beardmore and Mary McRae of the PoCo Tennis Club for item number one only.

Item No. 1 Reeve Street Park - PoCo Tennis Club

Colin Beardmore and Mary McRae made a presentation to the Parks & Recreation Committee on a proposal for lighted tennis courts and a clubhouse. The report is attached.

Recommendations:

1. That the report be received.
2. That the Parks & Recreation Committee would review the proposal and give a reply back to the PoCo Tennis Club in the next few weeks.

Carried

ADJOURNMENT:

The meeting adjourned at 5:30 p.m.

M. Thompson, Chairman

Janna Taylor, Secretary

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CORPORATION OF THE CITY OF PORT COQUITLAM

PARKS & RECREATION COMMITTEE

A meeting of the Parks & Recreation Committee was held in the Parks & Recreation Office on February 5th, 1991 at 8:00 a.m.

In attendance were Alderman Mike Thompson.

Also in attendance was K. Janna Taylor, Parks & Recreation Director and Larry Wheeler, Recreation Manager.

Item No. 1 1991 Parks & Recreation Department Budget

The Committee reviewed in detail the Recreation Division's budget.

Recommendation

That the verbal review be received.

Carried

ADJOURNMENT:

The meeting adjourned at 9:30 a.m.

M. Thompson, Chairman

Janna Taylor, Secretary

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CORPORATION OF THE CITY OF PORT COQUITLAM
PARKS & RECREATION COMMITTEE

A meeting of the Parks & Recreation Committee was held in the Parks & Recreation Office on March 4th at 1:30 p.m.

In attendance were Alderman Mike Thompson and Alderman Marg Gordon.

Also in attendance was K. Janna Taylor, Parks & Recreation Director and Larry Wheeler, Recreation Manager.

Item No. 1 1991 Parks & Recreation Department Budget

The Committee reviewed in detail the Recreation Division's budget.

Recommendation

That the verbal review be received.

Carried

ADJOURNMENT:

The meeting adjourned at 4:30 a.m.

M. Thompson, Chairman

Janna Taylor, Secretary

MAR 18 1991
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CORPORATION OF THE CITY OF PORT COQUITLAM

PARKS & RECREATION COMMITTEE

A meeting of the Parks & Recreation Committee was held in the Parks & Recreation Office on March 12, 1991 at 8:00 a.m.

In attendance were Aldermen Mike Thompson and Alderman Marg Gordon.

Also in attendance was K. Janna Taylor, Parks & Recreation Director.

Item No. 1 1991 Parks & Recreation Department Budget

The Committee reviewed the Parks Maintenance and administration areas in detail. Also the Committee reviewed the special 1991 budget requests.

Recommendation:

That the verbal presentation on budget be received.

Carried

ADJOURNMENT:

The meeting adjourned at 11:00 a.m.

M. Thompson, Chairman

Janna Taylor, Secretary

MAR 18 1991
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THE CORPORATION OF THE
CITY OF PORT COQUITLAM

MEMORANDUM

March 17, 1991

TO: K. Janna Taylor, Parks & Recreation Director

FROM: Larry J. Wheeler, Recreation Manager

SUBJECT: PoCo Marlin's Purchase of Equipment

Recommendation:

It is recommended that the Parks and Recreation Committee receive this report as information.

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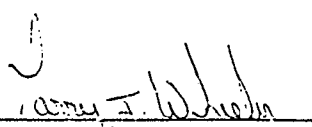
Purpose/Problem:

The purpose of this report is to provide information to the Parks and Recreation Committee regarding a request received from the Port Coquitlam Marlin's swim club.

Background Information:

The Port Coquitlam Marlins submitted a request last fall (copy attached) to purchase and install six new starting blocks and a lane rope winder for Centennial Pool. This equipment is valued at approximately \$5,700.00 plus installation. Staff reviewed this request and support it fully. In light of the fact that the equipment request did not actually modify the facility in any way, the Marlins were told to go ahead and order the equipment.

This new equipment will benefit the Marlin's swimming program and will improve our facility.


Report Writer
Larry J. Wheeler

LJW/pg

File No: 406.3 & 1201.7

enc.

MAR 18 1991
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Post Office Box No. 3
Port Coquitlam, B.C. V3C 2V5

November 14, 1990

Ms. Janna Taylor
Port Coquitlam Parks
and Recreation Dept.
2253 Leigh Square
Port Coquitlam, B. C.
V3L 3B8

Dear Ms. Taylor:

The PoCo Marlins swim club is in a position to purchase new starting blocks and a lane rope winder for Centennial Pool.

At this time we would like to ask your permission to install these. Thank You.

Yours truly,

C. Dutton

for Martha Calhoun,
President

MC/cd

MAR 18 1991
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THE CORPORATION OF THE
CITY OF PORT COQUITLAM

MEMORANDUM

March 18, 1991

TO: K. Janna Taylor, Parks & Recreation Director

FROM: Larry J. Wheeler, Recreation Manager

SUBJECT: Teen Event Update - "A Day of Fun"

Recommendation:

It is recommended that this report be accepted by the Parks and Recreation Committee as information.

Purpose/Problem:

This report has been prepared to provide information to the Parks and Recreation Committee regarding a children's event being organized by the participants in our teen program.

History/Background:

The teen program is now in its third year of operation. Our goal was to provide a program which not only provided the teens with the opportunity to socialize and be entertained but also provided them with the opportunity to grow and learn to become valued citizens in our community. The program has certainly evolved from its beginnings they have danced, they have skied, canoed, gone horseback riding, played floor hockey and basketball, helped out at May Day and even worked on their leadership skills. Last year, they even organized/hosted a special event for children during Spring Break. This event was such a great success that they are currently planning the second annual "Day of Fun".

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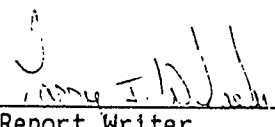
Discussion/Justification:

Thirty (30) teens are currently meeting each Monday night planning a special children's event; "A Day of Fun" to be held April 4, 1991 during Spring Break. The event is being planned for children ages 5 - 11 years and will be held at Hyde Creek. They are organizing a variety of activities ranging from visiting the house of fun and hunting for eggs in a haystack.

With assistance of the staff who are working in the youth area, the teens are making their own posters, recruiting their own volunteers, contacting the media, and enlisting the support of the business community. From what I hear, they are having a great time working on this project.

Conclusion/Summary:

This report has been prepared to provide information to the Parks and Recreation Committee regarding a special event for children currently being organized by the participants in our youth program.


Report Writer
Larry J. Wheeler

LJW/sd

cc. Bev Irvine, Area Supervisor
Erin Murphy-Carlson, Program Coordinator

File No. 406.3

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THE CORPORATION OF THE
CITY OF PORT COQUITLAM

MEMORANDUM

March 18, 1991

TO: K. Janna Taylor, Parks & Recreation Director

FROM: Larry J. Wheeler, Recreation Manager

SUBJECT: Hot Air Balloon Rides - Teen Sponsored Event

Recommendation:

It is recommended that the "tethered hot air balloon rides" proposed for the Spring Break childrens event being organized by the City's Teen Committee be permitted, provided that the corporate advertising on the balloon is acceptable and the balloon rides are made available to the City at no cost.

It is also recommended that a policy/procedure regarding this subject matter be prepared for Committee's consideration to provide guidance for future community events.

Purpose/Problem:

The purpose of this report is to provide information and a recommendation for consideration by the Parks and Recreation Committee regarding a request received from our Program Coordinator - Special Populations for permission to have tethered hot air balloon rides at the Children's Spring Break event being organized by the Teen Committee.

History/Background:

One of the goals established for 1991 for the teen program was to continue to raise the profile of the program. One way of partially accomplishing this goal was to challenge the Teen Committee to organize a community special event for children during Spring Break.

This strategy was supported by the teens in 1990 and again in 1991. They are now actively planning this event. One of their ideas was to offer tethered balloon rides to the children. Approval of this proposal is being sought.

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Discussion/Justification:

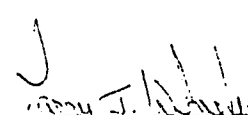
Thirty (30) teens sit on the committee that is organizing this special event. I've been told that they are all very enthusiastic about the event and are looking forward to hosting this event for the children in Port Coquitlam.

A couple of companies have expressed an interest in tethering their hot air balloon at our event. They will supply a pilot, balloon, fuel, etc. at no cost to the City of Port Coquitlam. Obviously, their advertising slogan will appear on the balloon. However, I think that most people would recognize that it would be an opportunity lost if we would not allow balloons with advertising to be a part of our community events. In this case, it would appear that the opportunity gained for the children far outweighs these implications of the proposal.

We would check to ensure that the advertising is appropriate for our community event, and that the balloon was properly insured to carry passengers.

Conclusion/Summary:

The Teen Committee has adopted a project in 1991 to organize a special event for children to be held during Spring Break. One of the activities that they would like to offer during the event is tethered hot air balloon rides. This activity would be very popular with the children.


Report Writer
Larry J. Wheeler

LJW/sd

File No. 406.3

MAR 18 1991
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THE CORPORATION OF THE
CITY OF PORT COQUITLAM

MEMORANDUM

March 18, 1991

TO: K. Janna Taylor, Parks & Recreation Director

FROM: Larry J. Wheeler, Recreation Manager

SUBJECT: Street Banner Program - Design Proposals

Recommendation:

It is recommended that the Parks and Recreation Committee review the various design alternatives (attached) and adopt one of the designs for our 1991 Street Banner Program.

* * * * *

Purpose/Problem:

The purpose of this report is to provide the Parks and Recreation Committee with information and several alternate designs regarding our 1991 Street Banner program.

Background Information:

The Parks and Recreation Committee has indicated that they would like the Parks and Recreation Department to pursue the placement of the Street Banners as a way of complementing the Music 91 banners. Due to our time constraints, rather than going to a design competition, we called several companies who had expressed an interest in our business and requested them to submit a number of sketches outlining what they would propose for our Street Banner program. As a result of this call for proposals, fifteen designs were received from two companies.

Staff have reviewed the various choices and have identified their four preferred designs. These designs are being presented to you in random order. Each of the attached designs present a slightly different perspective of Port Coquitlam. The cost of producing banners are about the same for each design.

Larry J. Wheeler
Report Writer
Larry J. Wheeler

LJW/pg

File No: 406.3

MAR 19 1991
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FLAGWORKS INC.
1301 - 17 AVENUE S.W., CALGARY, ALBERTA T2T 0C4
TELEPHONE: (403) 228-1383
TOLL FREE: 1-800-661-3524 (FLAG)
FAX: (403) 229-1315

MARCH 6, 1991

TO: Sandy
CITY OF PORT COQUITLAM
Fax 1-604-942-4157

FROM: Jennifer Wilson

REFERENCE: BANNER PROGRAM FOR POCO

BANNERS

Material: Nylon 70 denier, High tenacity
Process: Acid Dye Printing (Custom Print)
Design: Design "A"
Design "B"
Design "C"
Design "D"
Design "E"
(See attached sheets for designs)
Colors: Design outlined in black
Use four different colors for background
- Bright Green
- Magenta
- Lemon Yellow
- Lavender
Quantity: 25 Bright Green
25 Magenta
25 Lemon Yellow
25 Lavender
Price: Art charge for any design A-E
\$566.25
Price/banner: \$ 23.00

Alternate Banner Colors

TOTAL PRICE: \$2966.25
G.S.T. @ 7% 207.64
\$3173.89

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With any of the above designs, if you choose two colors per banner, two sets (25 with two colors and 25 with two colors) and did a white reverse around the design, the prices would be as follows.

Price: Art Charge for Design
\$666.25
Price/banner: \$ 17.00

TOTAL PRICE: \$2366.25
G.S.T. @7% 165.64
\$2531.89

P.S: I will send you our banner booklet which talks about designs, constructions, fabrics, hardware etc. on banner programs.

If you have any questions in regards to this fax, please call.

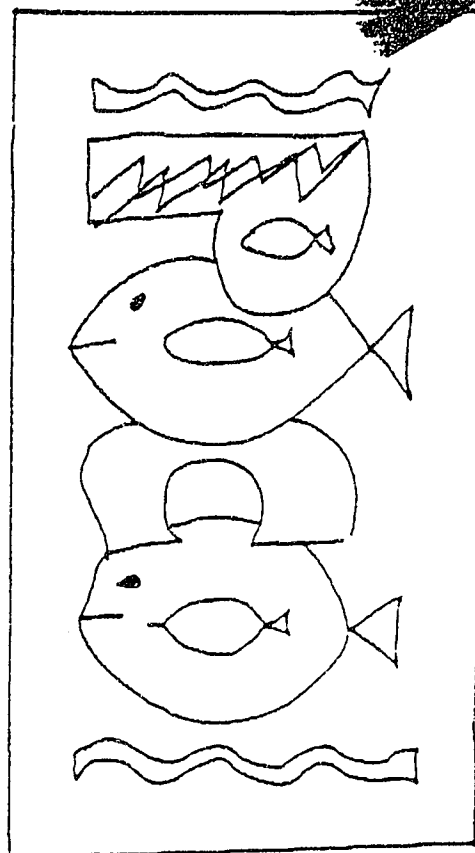
I'll be in touch as well.

With thanks.

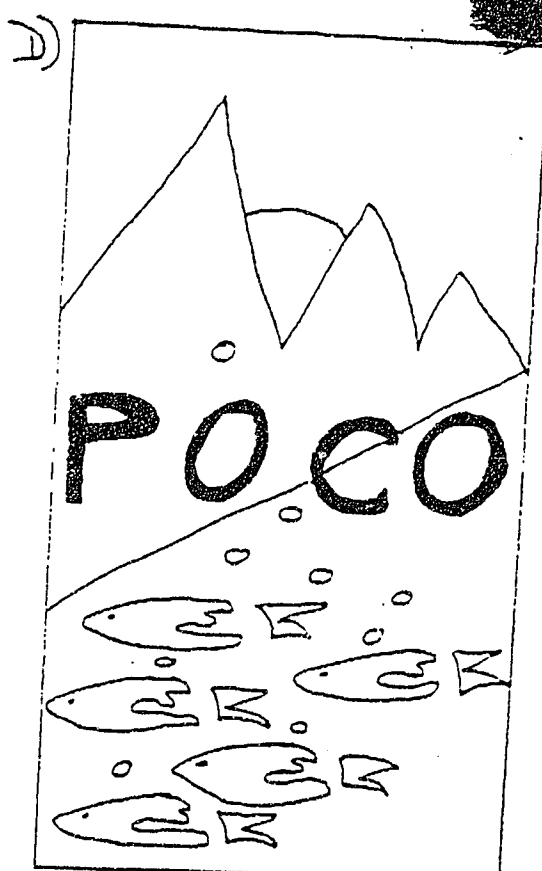
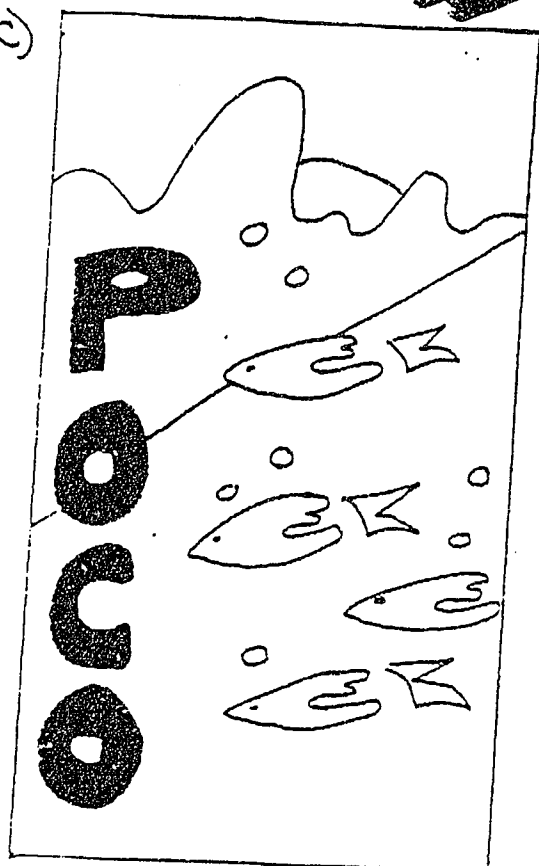
Jennifer

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SUGGESTION:

DARK AREAS, DESIGN AND
LETTERING IN BLACK.

WHITE AREAS IN COLOR.

25 MAGENTA

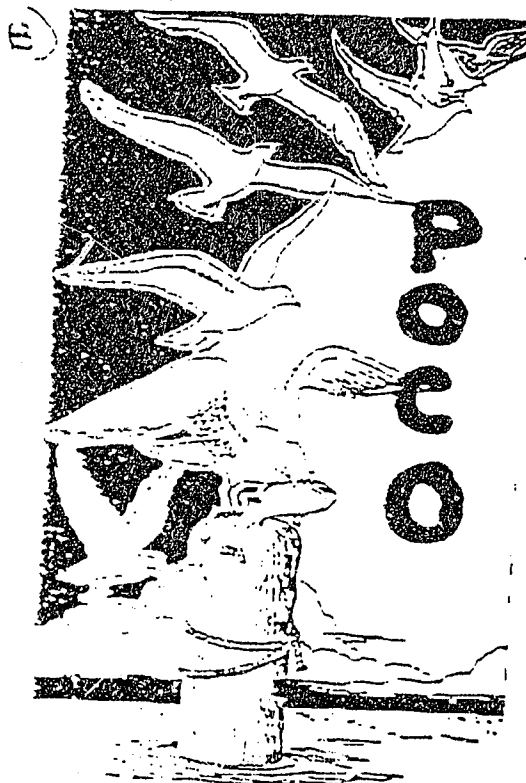
25 MINT GREEN

25 LAVENDER

25 LEMON YELLOW

100 TOTAL

(ALTERNATE COLORS)



CONTINUED...

MAR 18 1991

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