

THE STATE OF TEXAS

COUNTY OF COLLIN

POLICY
ADOPT COUNTY
LOGO POLICY
PUBLIC INFORMATION

On **March 11, 2004**, the Commissioners Court of Collin County, Texas, met in **regular session** with the following members present and participating, to wit:

Ron Harris
Phyllis Cole
Jerry Hoagland
Joe Jaynes
Jack Hatchell

County Judge, Presiding
Commissioner, Precinct 1
Commissioner, Precinct 2
Commissioner, Precinct 3
Commissioner, Precinct 4

During such session the court considered a request for approval to adopt the County Logo Policy.

Thereupon, a motion was made, seconded and carried with a majority vote of the court for approval to adopt the County Logo Policy. Same is hereby approved in accordance with the attached documentation.



Ron Harris, County Judge

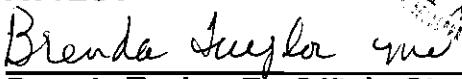
Phyllis Cole, Commissioner, Pct. 1

Jerry Hoagland, Commissioner, Pct. 2

Joe Jaynes, Commissioner, Pct. 3

Jack Hatchell, Commissioner, Pct. 4

ATTEST:



Brenda Taylor, Ex-Officio Clerk
Commissioners' Court
Collin County, T E X A S

COMMISSIONERS' COURT AGENDA REQUEST FORM

REQUESTS MUST BE RECEIVED NO LATER THAN 9:00 AM

ON THE TUESDAY PRIOR TO THE TUESDAY MEETING.

This space for Court Clerk

RECEIVED
COMMISSIONER'S COURT

2004 MAR -1 PM 2:04

AGENDA NUMBER: _____

REGULAR
CONSENT _____

REQUESTING DEPARTMENT

Date: 2/27/04 Court Date: 3/11/04 Phone/Ext: 4772 Department: Public Information

Description of Agenda Item: Adoption of County Logo Policy and
notification of intent to enforce trademark protections.

BUDGET RELATED INFORMATION

MUST COMPLETE FOR ALL EXPENDITURES/RFP'S

This item is part of the current budget: Yes
No

Amount Budgeted: _____
(or needed)

Account Number: _____

DEPARTMENT HEAD
SIGNATURE: M. J. [Signature]

PURCHASING DEPARTMENT ACTION & COMMENTS

Enter "not to exceed" cost estimate(s) for the requested item(s):

CHECK TWO OF THE BELOW			
ADVERTISE	<input type="checkbox"/>	BIDS	<input type="checkbox"/>
AWARD	<input type="checkbox"/>	PROPOSALS	<input type="checkbox"/>

BOND REQUIRED: _____ INS. REQ'D: _____
ANNUAL ACTION: _____ EFFECTIVE: _____
AD DATES: _____ OPEN DATE/TIME: _____

Item Description for Agenda: _____

Remarks: _____

PURCHASING AGENT
SIGNATURE: _____

AUDITOR'S OFFICE ACTION & COMMENTS

BUDGET/FUNDING VERIFICATION			
BUDGETED	<input type="checkbox"/>	FUNDS AVAILABLE	<input type="checkbox"/>
UNBUDGETED	<input type="checkbox"/>	ACCOUNT NUMBER FOR AVAILABLE FUNDS	<input type="checkbox"/>
FUNDS NOT AVAILABLE	<input type="checkbox"/>	(Needed for Agenda Submission)	

BUDGET AMENDMENT REQUIRED	
NON-EMERGENCY, Sec 111.011 LGC	<input type="checkbox"/>
EMERGENCY, Sec 111.010 LGC	<input type="checkbox"/>

FUNDS TRANSFER RECOMMENDATION

AMOUNT	DEPARTMENT NAME	ACCOUNT NUMBER
\$ _____ From	_____	_____
\$ _____ From	_____	_____
\$ _____ To	_____	_____
\$ _____ To	_____	_____

Remarks: _____

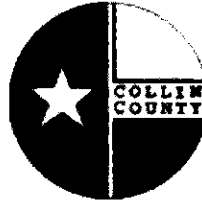
COUNTY AUDITOR
SIGNATURE: _____

BUDGET DEPARTMENT ACTION & COMMENTS

COMMENTS RELATED TO BUDGET AMENDMENT JUSTIFICATION SUBMITTED BY DEPARTMENT

133

BUDGET OFFICER
SIGNATURE: _____



Public Information Office
210 S. McDonald St. Suite 636
McKinney, TX 75069

TO: Commissioners Court, Bill Bilyeu
FROM: Leigh Hornsby
RE: County Logo Policy
DATE: February 27, 2004

An application to trademark the Collin County logo has now been filed. Although the application usually takes about a year to process, we can enforce the trademark while it is on file.

As a result, I am recommending the attached policy:



The Collin County logo was created in the late 1970's by an architectural firm. It was first used when the McDonald Street courthouse was constructed, and County leaders have maintained its use for the past 26 years. Therefore, residents of Collin County and North Texas are familiar with the logo and what it represents. In February, 2004, an application was filed for trademark protection of the logo. In an effort to utilize the logo responsibly, the following policy has been developed:

1. County employees may use the Collin County logo for internal correspondence.
2. County employees may use the Collin County logo when representing the County in an official capacity. Approved uses include, but are not limited to, PowerPoint presentations, road and building signs, flags, letterhead, envelopes, faxes, brochures, pamphlets and email.
3. All external use of the County logo is limited to non-commercial organizations. Use of the logo for commercial gain is prohibited.
4. Any additional use of the logo must be approved by the County Administrator, Public Information Officer or a Court designee.