

**EQUESTRIAN COMMITTEE MEETING
MINUTES
APRIL 20, 2009**

CALL TO ORDER

Chairman Zuckerman called the meeting to order, the time being 7:08 p.m. in the Rolling Hills Estates City Manager's Office.

COMMITTEE MEMBERS PRESENT

Steven Zuckerman, Chairman
Dale Allen
Christine Amin
Susan Brtis
Melody Colbert
Cathy Gardner
Jim Moore
Priscilla Regur
Andy Rein
Vicki Shinn

COMMITTEE MEMBER ABSENT

Carol Dean-Porter

STAFF MEMBERS PRESENT

Andy Clark, Community Services Director
Linda Fitton, Equestrian Services Supervisor

AUDIENCE MEMBERS PRESENT

Valerie Goodman
Andreas Houle
Angela Houle
Pam Schachter
Sheryl Steckle
Kelly Yates

EQUESTRIAN COMMITTEE MINUTES
APRIL 20, 2009

MINUTES OF FEBRUARY 23, 2009

THERE BEING NO OBJECTION, CHAIRMAN ZUCKERMAN ORDERED

THE MINUTES OF THE FEBRUARY 23, 2009 JOINT ADJOURNED PLANNING COMMISSION AND REGULAR EQUESTRIAN COMMITTEE BE APPROVED AS PRESENTED.

AUDIENCE ITEMS NOT ON THE AGENDA

None.

DTSC 5-YEAR REVIEW PUBLIC MEETING

Community Services Director Clark reported that the reason for the rescheduling of the Equestrian Committee meeting one week early was due to the Department of Toxic Substance Control's Public Meeting to review the 5-Year Review of the Palos Verdes Landfill scheduled on Monday, April 27, 2009 at 6:30 p.m. in the South Coast Botanic Gardens Hall. Chairman Zuckerman indicated that the DTSC had made a short presentation regarding the report's results at a recent City Council meeting.

PETER WEBER EQUESTRIAN CENTER RENOVATION PROJECT UPDATE

Community Services Director Clark reported consulting firm MIG's plans and specifications were considered 90% complete and were under review by City staff, Los Angeles County Building and Safety Department, and Los Angeles County Sanitation Districts. Five (5) proposals were received for the furnishing and installation of a "turn-key" manufacture home to be installed on the trail near the Crenshaw Tunnel. An addendum questionnaire, concerning Building and Safety Department requirements, was distributed to each firm to verify that their proposed structure would be in full compliance and to submit any cost changes.

PROPOSED MUNICIPAL STABLES FUND BUDGET

Community Services Director Clark indicated that the agenda staff report had been developed by himself, Administrative Services Director Whitehead, and Equestrian Services Supervisor Fitton. A review of the projected Stables Fund expenditures was made with various assumptions regarding estimated costs. It was noted that staff believed there was very little which could be reduced in projected expenditures for this fund. Member Brtis questioned the high cost of staff benefits.

EQUESTRIAN COMMITTEE MINUTES
April 20, 2009

Community Services Director Clark noted that the current fiscal year's revenues were optimistically determined last year and would fall short of projections resulting in approximately a \$125,000 negative cash balance for this enterprise fund. Equestrian Services Supervisor Fitton's area boarding rate survey showed that the Equestrian Center's box stall and pipe corral monthly rates were the lowest on the PV Peninsula. Each Municipal Stables Fund revenue source was reviewed and the result of potential increases in revenue should fees be changed. Chairman Zuckerman felt that Summer Pony Camp revenue of \$75,000, even with the addition of Year-Round Pony, was still too optimistic based on past performance and recommended a reduction to \$60,000. There was also agreement among Committee Members that a significant increase in monthly boarding rates (\$30 per month recommended by staff) may cause the facility to lose boarders.

Discussion ensued by Committee Members on various methods to generate additional revenue to match projected expenditures for FY 2009-10. Unable to come to a consensus,

MEMBER ALLEN moved, seconded by MEMBER MOORE

TO FORM A SUBCOMMITTEE TO DEVELOP A REVISED MUNICIPAL STABLES BUDGET TO BE BROUGHT BACK TO THE EQUESTRIAN COMMITTEE FOR REVIEW.

THERE BEING NO OBJECTION, CHAIRMAN ZUCKERMAN SO ORDERED.

Members Allen, Britis, Gardner, and Chairman Zuckerman will meet with City staff members Clark, Fitton, and Whitehead on date and time to be determined.

EQUESTRIAN ISSUES LOG

Following a brief discussion by Committee Members, the Equestrian Issues Log was received and filed by the Committee.

CONTRACTUAL TRAIL RIDING SERVICES REQUEST FOR PROPALS

A lengthy discussion ensued concerning the proposed Request for Proposals for the City to offer trail riding services from the Howlett Park Equestrian Center scheduled for consideration by City Council on May 12, 2009. Chairman Zuckerman determined that this issue should be considered an item of urgency and added to the April 20, 2009 Equestrian Committee agenda, which would require a minimum four-fifths affirmative vote by Committee Members.

EQUESTRIAN COMMITTEE MINUTES
April 20, 2009

MEMBER REGUR moved, seconded by MEMBER BRTIS

TO ADD THE REQUEST FOR PROPOSALS FOR CONTRACTUAL TRAIL RIDING SERVICES TO THE APRIL 20, 2009 EQUESTRIAN COMMITTEE MEETING AGENDA AS AN URGENCY ITEM.

AYES - Chairman Zuckerman, Allen, Amin, Brtis, Colbert, Gardner, Moore, Regur, Rein, and Shinn

NOES – None

Community Services Director Clark reported that City Council had directed staff to develop a Request for Proposals for Trail Riding Services at the Council's Policy Development Session on March 1, 2009 and that it was believed that these services could be effectively offered by use of the Howlett Park Equestrian Center barn. Chairman Zuckerman stated that City Council made this decision following discussion of measures to resolve issues related to the boarding of horses on residential properties for commercial purposes, such as trail riding.

Member Moore expressed concern about City Council's decision and encouraged additional research of all the possible issues that might arise if a trail riding business was operated out of the Howlett Park Equestrian Center. Member Allen described potential problems such as revenue and stall impacts on the twelve (12) horse shows held at the Equestrian Center, damages to the newly renovated barn, potential overuse of the Center's arenas impacting public rider and trainer access, horse urine smell, and large groups of riders on the trails. He also encouraged Committee Members to attend the May 12, 2009 City Council meeting.

MEMBER AMIN moved, seconded by MEMBER ALLEN

TO RECOMMEND TO CITY COUNCIL THAT THE EQUESTRIAN COMMITTEE BE ALLOWED TO REVIEW AND COMMENT ON THE REQUEST FOR PROPOSALS FOR TRAIL RIDING SERVICES PRIOR TO ITS PUBLICATION OR DISTRIBUTION TO INTERESTED TRAIL RIDING BUSINESSES.

THERE BEING NO OBJECTION, CHAIRMAN ZUCKERMAN SO ORDERED.

COMMITTEE ITEMS

Member Allen encouraged all Committee members to attend this year's Mayor's Breakfast Ride event which will start from Chandler Park and end at Ernie Howlett Park on Saturday, May 9th at 8:00 a.m. The route planned this year is estimated to take one (1) hour ending at the Scout Pancake Breakfast.

EQUESTRIAN COMMITTEE MINUTES
APRIL 20, 2009

Community Services Director Clark informed Committee Members that upon further review of a proposed renovation of the Howlett Park Equestrian Center's dressage arena using recycled plastic Trex materials around its perimeter, that a change in specifications had been developed for this Pepper Tree Foundation funded project. The City's Maintenance Division staff had determined that the Committee-recommended Trex material, instead of a wood border, would still bow out due to the pressure of horses pushing sand against the perimeter border. Audience member Schachter indicated that she recently met with staff on-site and assisted in re-designing the dressage arena to include no perimeter border material, installation of a 24-inch two-rail fence approximately 2 feet outside the official dressage arena perimeter, installation of a 6-foot decomposed granite path outside the two-rail fence, installation of the dressage competition letters on top of the fence, and purchase of a portable dressage arena to place within the two-rail fence when dressage show competitions were held. She further recommended installation of a new footing material to be mixed with fine sand for the dressage arena. Committee Members expressed approval of the dressage arena design changes.

Community Services Director Clark indicated that the proposed changes to the Howlett Park Equestrian Center dressage arena would be combined with the Dapplegray Park large arena renovation in a Request for Proposals for wood fence construction services. The current plastic fence at Dapplegray Park would be removed, the footing base repaired, and new sand footing material would be installed. Audience member Steckle recommended that the Dapplegray Park arena fence posts be 6-feet on center instead of the planned 8-feet on center. She also requested immediate inspection and repairs where needed of this arena's perimeter fence. Audience member Goodman reported that she recently requested the City's Irrigation Specialist to repair a Dapplegray Park arena post.

FUTURE AGENDA ITEMS

Stables Fund Budget

ADJOURNMENT

The meeting adjourned at 9:01 p.m.

Respectfully submitted,

Linda Fitton
Equestrian Services Supervisor