

October 11, 2017  
CNC Equestrian Committee Meeting Minutes

### Stakeholder and Public Comments

Tami Shepphird – Permit for Equine Keeping Checklist and converting garages and guest houses to “granny flats,” to help ease housing crisis. Tami is concerned about horses not being licensed and horses being removed after housing is approved.

Ted – 15 years ago officials decided that if a horse isn’t licensed, the property’s zoning can be changed so that horses are not allowed when the property changes hands. Even when a permit is requested for a new building or addition, the city will charge fines and remove horses if there are no licenses. We need to encourage everyone to license their horses.

Dean – If a property sits for a few months between tenants/owners, how can it be preserved as a horse property?

Tami – Zoning may not change, but the distance requirements would not be met.  
(Discussion)

**MOTION** (Dean) -Requesting a motion to write a letter to Englander’s Office clarifying the current zoning of equestrian lots where LADBS review of adjacent property many deem setbacks due to lack of a licensed horse or absence of a horse living on the property. **PASSED**

Current Regulation: 35 from house 75 feet from neighbors

April Hart – blocked trail access issue (will come back to it)

Location for Day of the Horse: Pierce College, Ride On, or TEE.

Budget doesn’t allow to pay for a location for DOTH. Discussion about Ride On back road, parking issues, and wagon. Need to contact the church for parking. Need to decide the dates.

Jan – What about electrical and Vendors?

Dean – There is a center strip with arenas, and Brian said that that we can have vendors.

Jan – Can you drive a car in? Yes.

Rudy – Can we consider a Saturday rather than Sunday?

Dean – Rudy, can you call church and ask about it?

Jan – April 15<sup>th</sup>, 29<sup>th</sup>,

Stakeholder – Can we use the Christmas tree lot across Topanga?

(Discussion about shuttle)

Dean – At Ride On, there is an area to park trailers.

Dorothy – TEE is expecting us.

Jan – Dorothy, go and check out the location to make sure that there is room for cars and power, so we can make a decision.

Dorothy and others – TEE is not big enough for the event.

## **VOTE**

Pierce – 1, TEE - 0, Ride On – 10

Rudy – will talk to church about parking lot and Saturday.

April's Gate issue – Indian Springs/Falls board of supervisors approved trails, and they used to go under the streets. When it was privatized, they promised to still let equestrians in, and took out trails from under the streets. Stopped allowing community to use the trails. Issues with property owners who bought areas around trails, not allowing to pass. Sheriff and Animal Control took reports about issues neighbor issues.

**MOTION** – To write a letter of support to Kathryn Barger in support of continued access to trails along Johnson Motorway and Native American and ancient, historic trails. **PASSED. (2 abstentions)**

## **Budget for DOTH**

Typical allowance of \$5,000. Last year about \$3,000 was spent.

We have to split the current budget with COLT.

About \$4,700 is available.

**MOTION** – To maintain \$5,000 for DOTH budget, due to a new location and additional expenses. **PASSED**

DOTH binder – collection of flyers from Bill

Ride On has a full sound system in two arenas with speakers. We will need wireless mics. They also have chairs, but the City already donates chairs and tables.

Martina (not present) will Chair the event, but needs a co-chair to help.

Vendors, organizations, and exhibitors.

Dean and Darlene – will take responsibility for securing exhibitors

Dana and Jan – will take responsibility for securing vendors

Dorothy - will do event form, ribbons, and kid's crafts, will get things laminated.

Jan suggested– Award for Ride On from Mitch's office for hosting the event

Terry & Jack will be asked to be announcers. Ted will back up.

Charityville Jail – usually donates to Historical Society, but maybe they could donate to Ride ON.

Kahoots could also donate. Tutu's also donates.

Decision to keep donation traditions.

**\*\*Attach notes from last year's DOTH notes to these minutes from tonight. \*\***

## Day of the Horse 2017 – What Worked Well

Announcer – Volume needed to be louder, hard to hear in sections of the event. Directional speaker placement and sound check using the actual announcer recommended. A second speaker of a different perspective and voice tone recommended to keep interest in announcer, maybe one Western rider and one English rider, male and female combination.

Budget - \$5,100 allotted, approximately \$3,813 spent, need to verify. Food quantity was accurate for the attendance, \$1,300 - \$1,400 spent. Discussed advertising the Hay Ride Wagon for shuttle parking at future dates. Awards ribbons - over budgeted \$60. Stick horse awards – Need to purchase supplies earlier for next date.

Clean up – All trash set onto pick up point, was not removed as scheduled, had to call several times. 1800 City Trash phone number to be used a day prior to, during the event and the following day to ensure pick up occurs in a timely manner going forward. George and crew did an outstanding job bagging during and at the end of day, need recycle bins next to every trash receptor next year.

Communication – Printing of flyers was delayed by no meeting due to passing of Mary Kaufman. Shekhar is working with Facebook to acquire rights to DOTH post that Mary had developed to maintain in future dates. Discussed new banners to help capture larger audience. Discussed assigning each person a job section of the event to be responsible for. Was too blurred who was responsible in the past and assignments were not performed. Radio communication was helpful, more cell phone communication between volunteers was suggested. A free push-to-talk app was discussed as an option to cell phones similar to Sprint for group communication at upcoming dates (see Voxer push-to-talk app).

Crafts – Pony sized horseshoes were a huge success, ran out of them, 100 in total. Dorothy used Canoga Farrier to purchase the shoes 100 stick horses were made for the event, 2 remained at the end of the day. One of the craft horses was made for Darlene Brothers-Wageman in honor of Smitty, a well-known Chatsworth horse that was seen for years with Darlene on the local trails. A recommendation was made to set up a first aid station at the next event in order to be prepared in case someone may need medical assistance.

Food – Delivery was very successful, the Kiwanis did an amazing job of satisfying all in attendance. It appeared that some people were helping themselves to remaining food after the event, a suggestion was made to assign someone to shut down the food court 30 minutes before the end to allow clean up and properly manage the remaining food – which has always been delivered to the Rancho San Antonio Boys Home.

Media – Need to assign someone to be in charge of media for advertising and posting on Facebook, recommendation was made to post on Facebook and place flyers in store fronts at least (1) month ahead of the event. We discussed sending out a “thank you” post on Facebook to everyone who attended.

Performers – The Equestrian Committee is preparing a binder to store performers that have participated in past events, this should be include in the binder of procedures to pass down each year for coordinating. Parking needs to be addressed for horse loading, currently the use of Ride On requires routing horse and rider into the street on Topanga to access the West Gate as cars parking along the road block the path from the Ride On staging area. A dedicated person needs to be assigned to operate each gate entering the Arena to control the flow, gate operators need to have full-time communication via (2) way radios.

Poster Contest – Need better ID for the participants, a label was suggested to be made for each poster with standardized information identifying the student, school, grade, etc. Discussed sending a thank you recognition (something other than gift cards) to winners, winners should be recognized properly not encouraged by financial gain.

Program – Template is at All about Printing, need to have made sooner to reduce time constraints. Template to be inserted into the Procedure Binder for future events. More information is needed inside the program about the Charityville Jail prompting people to participate and visit all of the vendors.

Recognition/Ribbons/Trophies – Discussed having dog tags or pins made as a recognition gift to participants from CNC thanking them for their efforts.

Schedule – Vendors to be notified not to leave before 3 pm.

Update on Yuppie trail –

Dean – reach out to the City is necessary because the options have been expensive. Maybe Bob Baker has some suggestions.

Dorothy – there are rocks and pipes exposed.

Adjourned 8:42pm