

MINUTES
McCOY EQUESTRIAN CENTER OPERATIONS COMMITTEE
CITY OF CHINO HILLS

August 1, 2011
6:00 p.m.

McCoy Equestrian and Recreation Center
14280 Peyton Drive
Chino Hills, CA 91709

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m. on August 1, 2011 at the McCoy Equestrian and Recreation Center.

II. ATTENDANCE

PRESENT: Chairman Bill Kruger
Greg Higgins, Parks and Recreation Commission
Karen Bristow, Planning Commission
Eldona Reasoner Arns, Recreational Riders
George Turner, Trustee

ABSENT: Peter Rogers, City Council
Bill McDonnell, Public Works Commission
Bill Hughes, Trustee

ALSO PRESENT: Christine Martinez, Recreation Supervisor
Jana Dale, Recreation Coordinator
Marcie Guerra, Recreation Specialist

III. PUBLIC COMMENTS ON NON-AGENDA ITEMS

None

IV. ACTION ITEMS

1. APPROVAL OF May 2, 2011, MEETING MINUTES

Moved to November 7, 2011 due to lack of quorum.

V. STAFF REPORTS AND COMMENTS

1. UPDATED AND REVIEW OF PROGRAMMING

Ms. Jana Dale went over a schedule of events for the months of August-December; August 7, The 11th Annual All Breeds Horse Show; September 17, Lil' Cowpoke for a Day; September 25, All Breeds Horse Show; October 22, Haunted Hike; November 6, The Real McCoy All Breeds Horse Show; and December 3, Tasty Treats Holiday Bake-Off.

Ms. Dale stated that the "All Breeds Horse Show" in addition to the "Real McCoy All Breeds Horse Show" are the two larger shows for the City.

2. DISCUSS FACILITY AMMENITIES

Ms. Christine Martinez handed out a list of amenities that the committee provided input at the May 2, 2011 meeting. She stated that the 3rd arena, restrooms, and storage building were complete. The committee had discussed at prior meetings that they would also like to see covered bleachers, P.A. system for inside the barn, and a show office closer to the main arena, if any money remained.

Mr. Greg Higgins asked if there were any AQMD Funds available for the parking lot.

Ms. Martinez stated it hadn't been determined as of yet, and staff was working on it.

Mr. George Turner asked how this list was determined.

Ms. Martinez stated that the committee determined this list at previous committee meetings.

Mr. Higgins questioned if the prices listed on the priority list were a bit high.

Ms. Martinez stated they could be.

She also stated that in addition to the three items being listed as a priority, the house enhancements followed closely behind.

Ms. Karen Bristow asked how the City would determine what was needed for the show office.

Ms. Dale stated that Mr. Bill Hughes, with all of his experience, thought it was a good idea to have the show office located closer to the main arena, and with up to date amenities.

Mr. Bill Kruger stated that four items were a priority; covered bleachers, P.A. system, show office for main arena, and house enhancements. The money in the trust should be enough to cover the first three items. He also stated that the money for the house enhancements would have to be found somewhere else.

Mr. George Turner filed a motion for staff to acquire bids for the first three items, seconded by Mr. Greg Higgins; all in favor.

Ms. Bristow inquired on the bidding process.

Ms. Martinez stated that a list of specs would be determined and companies would bid on the job. A minimum of three bids would be needed to choose a company. Price in addition to job specification would determine the awarded company.

She also stated that Ms. Dale would have to speak to Mr. Hughes to determine specs on the show office.

Mr. Kruger stated that staff would determine the specs needed on the items going to bid.

VI. ADJOURNMENT

The meeting was adjourned to the next regularly scheduled meeting on Monday, November 7, 2011.

Lisa Fjeldsted, Committee Secretary