



San Dieguito River Park
 Joint Powers Authority
 18372 Sycamore Creek Road
 Escondido, CA 92025
 (858) 674-2270 Fax (858) 674-2280
 www.sdrp.org

**JOINT POWERS AUTHORITY
 BOARD OF DIRECTORS**

Chair Kristin Gaspar
 Supervisor, County of San Diego

Vice-Chair Barbara Bry
 San Diego City Council

Dwight Worden
 Del Mar City Council

Olga Diaz
 Escondido City Council

Dave Grosch
 Poway City Council

Mark Kersey
 San Diego City Council

Dianne Jacob
 Supervisor, County of San Diego

Judy Hegenauer
 Solana Beach City Council

Jeff Barnouw
 Citizens Advisory Committee

Dustin Fuller, Ex Officio
 22nd District Agricultural
 Association

Kevin McKernan
 Executive Director

**SAN DIEGUITO RIVER PARK
 JOINT POWERS AUTHORITY
 11:00 a.m. – 12:30 p.m.
 Friday, May 17, 2019
 County Administration Center
 1600 Pacific Highway, Room 302/303
 San Diego**

Speaker slips will be available. Please fill out a slip and give it to the Chair prior to the meeting if you wish to speak to an item on the agenda. The Board may act on any item listed on the Consent or Action Agenda.

Introductions and Announcements

Pledge of Allegiance

Approval of the Minutes of March 15, 2019 (Page 3)

Executive Director’s Report

Public Comment

This portion of the agenda provides an opportunity for members of the public to address the Board on items of interest within the jurisdiction of the Board and not appearing on today’s agenda. Comments relating to items on today’s agenda are to be taken at the time the item is heard. Pursuant to the Brown Act, no action shall be taken by the Board on public comment items.

DISCUSSION/ACTION

1. Approval to Submit County of San Diego Neighborhood Reinvestment Program Grant for San Dieguito Lagoon Ranger Station Elements (Page 6)
2. Approval of Amended Executive Director Contract (Page 11)

INFORMATION

3. Project Status Updates

- a. Ranger Maintenance Facility
- b. San Dieguito River Park 30th Anniversary

4. Coordination Reports (oral)

- a. San Dieguito River Valley Conservancy
- b. Friends of the San Dieguito River Valley
- c. Volcan Mountain Preserve Foundation
- d. San Dieguito Lagoon Committee
- e. Friends of Sikes Adobe

5. Jurisdictional Status Reports

An opportunity for the Board members to report on actions taken within their jurisdictions to further the park planning process.

6. Communications

THE NEXT REGULAR JPA MEETING WILL BE June 21, 2019

If you have any questions, please call Kevin McKernan at (858) 674-2270 Ext. 15

****Due to the high cost of printing and mailing the JPA and CAC agendas, the JPA has converted to an email distribution of both agendas. Please advise the office at 858 674-2270 if you do not have an e-mail address and want other arrangements to be made. The agenda and minutes are available at no cost on the San Dieguito River Park web site at www.sdrp.org

**SAN DIEGUITO RIVER PARK
JOINT POWERS AUTHORITY**

Minutes of March 15, 2019

MEMBERS PRESENT

Kristin Gaspar – Chair
Barbara Bry- Vice-Chair
Dwight Worden
Dave Grosch
Olga Diaz
Judy Hegenauer
Mark Kersey
Jeff Barnouw
Dustin Fuller

MEMBERS ABSENT

Dianne Jacob

VISITORS/STAFF PRESENT

Kevin McKernan
Wayne Brechtel
Brenda Miller
Bill Michalsky
Steve Hadley
Julie Klein
Jacqueline Winter
David Meram
Crystal Benham
Ranee Warren
Carol Kerridge

REPRESENTING

County of San Diego
City of San Diego
City of Del Mar
City of Poway
City of Escondido
City of Solana Beach
City of San Diego
Citizens Advisory Committee
22nd District Agricultural Association

REPRESENTING

County of San Diego

San Dieguito River Park JPA
JPA Counsel
San Dieguito River Park JPA
Sierra Club
San Diego City Council District 1
San Diego Trails Alliance
Friends of the San Dieguito River Valley
City of San Diego District 5
County of San Diego Parks Department
Del Mar Lagoon Committee
Del Mar Lagoon Committee

Introduction and Announcements

Chair Gaspar convened the meeting at 11:02 AM in the County Administration building, 1600 Pacific Highway, Room 302/303, San Diego, CA 92101

Pledge of Allegiance

Chair Gaspar invited all to stand and recite the Pledge of Allegiance.

Approval of Minutes of January 18, 2019

Boardmember Bry made the motion to approve the minutes of January 18, 2019 and Boardmember Barnouw seconded the motion.

Yes votes: Gaspar, Bry, Grosch, Barnouw, Diaz, Hegenauer, Worden, Kersey

Absent: Jacob

Executive Directors Report - Executive Director McKernan presented a slide show of recent events; a \$15,000 donation from the Chris Khoury and Linda Corey family to be paid toward the principal on the loan for the Blum property purchase, the Pamo Valley Trail ribbon cutting by donor Joan Griffin, a staff led hike on the Pamo Valley Trail segment of the Coast to Crest Trail, work being done on the Ranger Maintenance building, and a map showing the location of the proposed Osuna Bridge location near Surf Cup Sports in Del Mar and the issues the JPA is having trying to obtain a 1000' easement in this area. Vice-Chair Bry asked that the information be sent to her office.

Public Comment – No public comment

ACTION AGENDA**1. Receive and Distribute Third Party Audit Report for Year Ending June 30, 2018.**

Director McKernan provided a staff report and shared some insight into the audit report after discussions with the auditors and review of the auditor's report. Boardmember Barnouw made the motion to receive and distribute the third party audit report for year ending June 30, 2018. Boardmember Diaz seconded the motion.

Yes votes: Gaspar, Bry, Grosch, Barnouw, Diaz, Hegenauer, Worden, Kersey

Absent: Jacob

2. Approval of Proposed FY 19-20 Budget

Director McKernan developed the budget and met with the San Dieguito River Park JPA Budget/Admin/Policy Committee February 15. The Committee is in support of the proposed budget. An increase in the member agency contribution is proposed of 4.91% over the prior year. Director McKernan explained the most significant changes in revenues and expenditures. Chair Gaspar said the Budget subcommittee met twice and spent a lot of time to discussing ways to increase revenue. The result is that the JPA has a lean budget. The Budget subcommittee's recommendation is approval of budget including an increase of 5% in member agency contributions. Boardmember Diaz stated that another cost management issue is the annual lease payment to the City of San Diego for the Pedestrian Bridge over Lake Hodges and asked for Vice-Chair Bry's support, stating that the JPA funded the bridge and that for some reason the JPA has to pay rent every year to the City of San Diego. Vice-Chair Bry asked that the information be provided to her office. Executive Director McKernan stated that the new Pamo Valley section of the Coast to Crest Trail will cost \$25,000 per year in the budget and noted that every mile of trail built increases the budget. Boardmember Barnouw made the motion to approve the proposed FY 19-20 budget with the member agency contribution increase of 5% instead of the proposed 4.91%. Boardmember Diaz seconded the motion.

Yes votes: Gaspar, Bry, Grosch, Barnouw, Diaz, Hegenauer, Worden, Kersey

Absent: Jacob

INFORMATION

3. Project Status Updates

a. Ranger Maintenance Facility - Director McKernan reported “we broke ground and everything is moving forward with the project”.

b. San Dieguito River Park 30th Anniversary - Director McKernan reported that the JPA was formed in 1989 and this is the 30th year anniversary. An event is being planned for June 9th at Sikes Adobe. The event activities will include a 15K/5K/1K/Tot Trot trail run, partner organization booths creating a community fair, tours of the farm house, an online and live auction, and the Farmers Market. The Volunteer Appreciation Party will be on the same day. Signups for race will be online soon. Executive Director McKernan thanked Boardmember Diaz for her referral of a race organizer. Director McKernan also mentioned that JPA staff members are writing blogs for the website commemorating the past thirty years.

4. Coordination Reports

- a. San Dieguito River Valley Conservancy- None
- b. Friends of the San Dieguito River Valley- None
- c. Volcan Mountain Preserve Foundation- None
- d. San Dieguito Lagoon Committee- None
- e. Friends of Sikes Adobe- None

5. Jurisdictional Status Reports- None

6. Communications- None

7. The meeting was adjourned to Closed Session: Conference with Legal Counsel to Discuss Exposure to Litigation Pursuant to California Government Code Section 54956(d)(2) – Rothwell Claim.

Counsel Brechtel reported that the Board met in closed session. The decision was made to reject the claim. No formal action was taken.

Chair Gaspar adjourned the meeting at 11:40 AM.

These minutes approved by Board Action

Date

Executive Director

DATE: May 17, 2019
TO: JPA Board of Directors
FROM: Staff
SUBJECT: Approval to Submit County of San Diego Neighborhood Reinvestment Program Grant for San Dieguito Lagoon Ranger Station Elements

BACKGROUND:

The construction of the Ranger Station is well underway. It is scheduled to be completed by the end of this calendar year. Staff has reported throughout the funding and contract approval process that, in order to save costs, JPA staff and volunteers would take on project elements to finish the project. These include the landscaping, work yard fencing, parking surfaces and signage. Although staff and volunteers can provide much of the labor for these projects, there are still out-of-pocket costs that the JPA is seeking for landscaping, construction and signage materials.

Therefore, the JPA is seeking approval from the Board of Directors to apply for a Neighborhood Reinvestment Program grant from the County of San Diego.

RECOMMENDATION:

Board motion to approve attached Neighborhood Reinvestment Grant application resolution and submit a grant application to the County of San Diego.

Respectfully submitted,

Kevin McKernan
Executive Director

Attachments:

Neighborhood Reinvestment Program grant application for the San Dieguito Lagoon Ranger Station



COUNTY OF SAN DIEGO
APPLICATION FOR FISCAL YEAR 2018/19
NEIGHBORHOOD REINVESTMENT
PROGRAM GRANT

Agenda Item 1
 May 17, 2019

[READ INSTRUCTIONS FIRST](#)

ALL FIELDS MUST BE COMPLETED AS APPLICABLE

ELIGIBILITY: Only non-profit or government/public agencies operating in San Diego County may apply.

What is the legal status of your organization?

Non-Profit Corporation Government/Public Agency

Federal Tax Identification Number (TIN or EIN): 95-6000934 Organization Name: San Dieguito River Park JPA
(Must match name filed under Federal Tax Identification Number)

Street Address Address: <u>18372 Sycamore Creek Road</u> City: <u>Escodido</u> State: <u>CA</u> Zip: <u>92025</u>	Mailing Address <input checked="" type="checkbox"/> Same as Street Address Address: <u>18372 Sycamore Creek Road</u> City: <u>Escodido</u> State: <u>CA</u> Zip: <u>92025</u>
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Popular Name or d.b.a.: _____

Supervisorial District (based on street address of organization): 1 2 3 4 5 (Select only one)

Title of Grant Request: San Dieguito River Park Ranger Station

Contact Person (Individual who will sign the grant agreement and be responsible for the expenditure of the funds)

Name: Shawna Anderson Title: Principal Planner
 Telephone Number: (858) 674-2270 Fax Number: _____ Email: shawna@sdrp.org

Grant Administrator (Individual who will sign the grant agreement and be responsible for the expenditure of the funds)
 (This individual must be different from the Contact Person listed above)

Name: Kevin McKernan Title: Executive Director
 Telephone Number: (858) 674-2270 Fax Number: _____ Email: kevin@sdrp.org

PROJECT LOCATION (see instructions)

Street Address: 2801 Via de la Valle, San Diego, CA 92014
 Community to be Served: North San Diego, Del Mar, Solana Beach, Rancho Santa Fe

For Capital Projects:

Owner of Project Site: San Dieguito River Park JPA
 Name of person or entity responsible for project site maintenance (Provide a copy of any maintenance agreements or commitment letters, if applicable.) Kevin McKernan

Estimated Total cost of the project: \$901,000 (Provide verifiable cost estimates with this application)

Total Amount requested from the County (minimum \$3,500): \$50,000 **Estimated project completion date:** 03/31/2020

Have you made any expenditures to date for this project that you expect to claim under this grant: Yes No
IMPORTANT: This information will be used to determine the effective date of your grant if awarded.

If YES, the date of the first expenditure: Month: _____ Year: _____

If NO, when do you expect to start the project: Month: November Year: 2019

ATTACHMENT 1



COUNTY OF SAN DIEGO
APPLICATION FOR FISCAL YEAR 2018/19
NEIGHBORHOOD REINVESTMENT
PROGRAM GRANT

ORGANIZATION NAME: San Dieguito River Park JPA
 TITLE OF GRANT REQUEST: San Dieguito River Park Ranger Station

Purpose of grant: (Describe the purpose for which you are seeking grant funding. If your request consists of multiple components, please describe each item in priority order and indicate the associated amount requested. A higher priority shall be given to requests for capital projects and/or one-time expenses.)

The San Dieguito River Park JPA is the primary agency responsible for management of the San Dieguito Lagoon in Del Mar, San Diego and Solana Beach. The JPA has park rangers on duty seven days a week patrolling the trails and open space around the lagoon. To date there has not been a formal facility for housing staff offices, meeting space and secure maintenance facilities. Through many years of planning and securing the necessary funds to construct the San Dieguito Ranger Station, the project is now underway. Although the funds for construction of the buildings is secured, the JPA is still seeking the necessary funds to complete the landscaping, finished work yard, fencing and signage. These components are outside of the existing funds available for the project thus the JPA is seeking grant assistance from the County's Neighborhood Reinvestment Program to assist with completion. The JPA has committed assistance from volunteers as well as its own staff to provide the labor. In addition, the JPA receives discounted or donated materials in some cases. However, it is estimated that \$50,000 in landscaping materials, fencing, parking surface and signage will still be required as out-of-pocket expense to complete the project. The San Dieguito Ranger Station, once completed, will serve as a vital hub for staff, the public, volunteers, community groups, researchers and agency representatives.

QUESTIONS 1 & 2 WILL BE USED TO HELP EVALUATE YOUR PROPOSAL

1. Briefly describe how your organization measures or plans to measure the (positive) impact of activities/operations proposed in the community. Provide an estimate of how many people will be served.

The JPA will be able to measure the positive impact of the San Dieguito Ranger Station through direct observation of the facility's use over time. It is anticipated that it will be highly sought after as a meeting space for community groups and public agencies. It will also serve the hundreds of park visitors every day that use the trails around the lagoon by providing restrooms, information kiosks and staging. The hundreds of volunteers and dozens of events hosted at the lagoon throughout the year will have a clean and safe facility to better serve their needs. The elements supported by this grant request, landscaping, fencing, parking surfaces and signage will enhance the visitor experience, secure JPA vehicles and equipment, and protect natural resources. It is estimated that several thousands of people per year will be served by this facility and specifically the amenities proposed in this grant request.

2. What other funding partners/sources do you have for this project?

The project is funded by a wide variety of sources which include the following entities: Southern California Edison, CA Coastal Conservancy, SANDAG, private donations and JPA funds.



COUNTY OF SAN DIEGO
APPLICATION FOR FISCAL YEAR 2018/19
NEIGHBORHOOD REINVESTMENT
PROGRAM GRANT

ORGANIZATION NAME: San Dieguito River Park JPA
 TITLE OF GRANT REQUEST: San Dieguito River Park Ranger Station

Financial Solvency:

Please Type Initials KM

I hereby certify that this organization is currently financially solvent and not at risk for insolvency.

<u>FINANCIAL STATEMENT</u>	PRIOR YEAR ACTUALS	CURRENT YEAR
	July 1, 2017 Through June 30, 2018	July 1, 2018 Through June 30, 2019
Type in Your "Fiscal Year" if different	Through	Through
COUNTY COMMUNITY ENHANCEMENT GRANTS	\$0	\$0
COUNTY NEIGHBORHOOD REINVESTMENT GRANTS (Formerly Community Projects Grants)	\$0	\$0
CITY FUNDING City Name: <u>DelMar, Escondido, Poway, San Diego, Solan</u>	\$670,498	\$699,398
OTHER REVENUES (Please itemize below)		
Off Track Betting	\$10,000	\$10,000
Land Management	\$90,039	\$90,500
Contracts/Grants	\$268,368	\$288,752
Member Agency (not City)	\$315,529	\$329,129
Misc	\$78,940	\$69,500
TOTAL REVENUES (If more than \$50,000, attach IRS form 990 or 990EZ. If \$50,000 or less, attach IRS form 990-N e-postcard))	\$1,433,374	\$1,487,279
TOTAL EXPENDITURES	\$1,433,374	\$1,487,279
OPERATING SURPLUS (DEFICIT)	\$0	\$0

RESOLUTION OF THE BOARD OF DIRECTORS

OF San Dieguito River Park JPA
(Organization name)

WHEREAS, the County of San Diego Neighborhood Reinvestment Program provides funding for non-profit corporations for certain specified purposes; and

WHEREAS, the San Dieguito River Park JPA
(Organization name) wants to file an application with County of San Diego for Neighborhood Reinvestment Program funding.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of
San Dieguito River Park JPA :
(Organization name)

1. Confirms that San Dieguito River Park JPA is a non-profit California corporation or a public agency under the laws of the State of California;
2. Approves the filing of an application with the County of San Diego for Neighborhood Reinvestment Program funding during the County's 2018-2019 fiscal year; and
3. Authorizes the people listed below to sign a grant agreement with the County of San Diego for Neighborhood Reinvestment funds for the 2018-2019 fiscal year.

1. Print Name: Kevin McKernan
Title: Executive Director

Signature:

2. Print Name: Shawna Anderson
Title: Principal Planner

Signature:

3. Print Name: Brenda Miller
Title: Office Manager

Signature:

Adopted on this 17th day of May, 2019

Secretary, Board of Directors

DATE: May 17, 2019
TO: JPA Board of Directors
FROM: Staff
SUBJECT: Approve Second Amended Executive Director Employment Contract

BACKGROUND:

The JPA Board Budget Subcommittee met February 15th with the Executive Director to review the proposed FY19/20 budget and conduct a performance evaluation. The Subcommittee was in agreement with a recommended 1% increase in the Executive Director's salary for FY19/20 starting on July 1, 2019.

The attached amendment reflects this recommendation.

RECOMMENDATION:

Board motion to approve the Second Amended Executive Director Employment Contract.

Respectfully submitted,

Kevin McKernan
Executive Director

Attachments:
Second Amendment Executive Director Employment Contract

**SAN DIEGUITO RIVER VALLEY REGIONAL OPEN SPACE PARK JOINT POWERS
AUTHORITY**

SECOND AMENDED EXECUTIVE DIRECTOR EMPLOYMENT AGREEMENT

THIS SECOND AMENDMENT to EXECUTIVE DIRECTOR EMPLOYMENT AGREEMENT (herein "Agreement") is made this ____ day of July, 2019, (the "Effective Date") by and between the SAN DIEGUITO RIVER VALLEY REGIONAL OPEN SPACE PARK JOINT POWERS AUTHORITY ("JPA"), a governmental entity as employer, and Kevin McKernan (herein "McKernan"), an individual as employee. This Agreement replaces and supersedes Section II C. *Salary* in the previous contract between the JPA and McKernan dated June 29, 2018 ("FRIST AMENDMENT EXECUTIVE DIRECTOR EMPLOYMENT AGREEMENT").

**II
EMPLOYMENT AS EXECUTIVE DIRECTOR**

C. Salary.

The JPA Board may make adjustments to McKernan's salary periodically which will be reflected in this contract and the approved annual budget. Effective July 1, 2019, McKernan's salary will be adjusted to \$126,250/year. This amount represents a 1% increase from 2018 as recommended by the JPA Board Budget Subcommittee. Compensation in the future shall be determined by the JPA Board based upon individual merit, funding availability, JPA rules and policies, and any other factors deemed appropriate by the Board of Directors.

DATED: _____

SAN DIEGUITO RIVER VALLEY
REGIONAL OPEN SPACE PARK
JOINT POWERS AUTHORITY

By: _____
Kristin Gaspar, Chair of the JPA Board

APPROVED BY JPA BOARD ACTION DATED _____

ACCEPTED:

DATED: _____

By: _____
Kevin McKernan