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 take action on any item listed on the Consent or Action Agenda.

Introductions and Announcements

Roll Call

Approval of the Minutes of August 21, 2015

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. Approve Resolution of the Board of Directors of the San Dieguito River Valley Regional Open Space Park Joint Powers Authority For Application of Grant Funds for the California River Parkways Grant Program (Page 8)

2. Adopt Policy No. P15-01 – San Dieguito River Valley Regional Open Space Park Joint Powers Authority Board and Staff Communications Related to Land Use Projects (Page 14)
INFORMATION

3. Review of Interim Directive Regarding Interpretive Features and Programming (Page 17)

4. Park Project Status (oral)
   a. Lagoon Ranger Station

5. 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

6. Jurisdictional Status Reports

An opportunity for the Board members to report on actions taken within their jurisdictions to further the park planning process, or on problems which have arisen.

7. Communications

8. Adjourn to Closed Session
   a. Conference with Legal Counsel to Discuss Liability Claim Pursuant to California Government Code Sec. 54956.9(d)(2):
      City of San Diego Fee Dispute

THE NEXT REGULAR JPA MEETING WILL BE October 16, 2015

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 August 21, 2015

MEMBERS PRESENT

Dianne Jacob-Vice Chair               County of San Diego
Dwight Worden-Alternate               City of Del Mar
Olga Diaz                           City of Escondido
Dave Grosch                         City of Poway
Dave Zito                           City of Solana Beach
Tom Golich                         Citizens Advisory Committee
Becky Bartling                     22 District Agricultural Association

MEMBERS ABSENT

Don Mosier- Chair                   City of Del Mar
Mark Kersey                         City of San Diego
Sherri Lightner                     City of San Diego
Dave Roberts                        County of San Diego

VISITORS/STAFF PRESENT

Wayne Brechtel                      JPA Counsel
Kevin McKerman                     San Dieguito River Park JPA
Shawna Anderson                    San Dieguito River Park JPA
Brenda Miller                      San Dieguito River Park JPA
Trish Boaz                         San Dieguito River Valley Conservancy
Jacqueline Winterer                 Friends of the San Dieguito River Valley
Jeff Barnouw                        Friends of the San Dieguito River Valley
Bill Michalsky                      Sierra Club
Terry Kopanski                     San Dieguito Lagoon Committee
Keith Corry                         Supervisor Dave Robert’s Staff
Adam Wilson                         Supervisor Jacob’s Staff
Cheryl Goddard                     San Diego County Parks

Introduction and Announcements

Vice-Chair Jacob convened the meeting at 11:04 a.m. in the County Administration Building, 1600 Pacific Highway, Room 302/303, San Diego, CA 92101

Approval of Minutes of June 19, 2015

Boardmember Golich made a motion to approve the minutes of June 19, 2015, Boardmember Zito seconded the motion. Yes votes: Jacob, Diaz, Grosch, Zito, Grosch.
Absent: Mosier, Kersey, Lightner, Roberts
Abstain: Alternate Worden
Executive Director's Report

Executive Director McKernan reported that he is becoming oriented with the River Park and is getting familiar with the budget and accounting processes. Executive Director McKernan showed a Powerpoint presentation on the recent items of interest at the River Park including events of the Boys and Girls Club at the Birdwing, the Peter Douglas Memorial event, REI Trails fundraising initiative, an emerging issue of a conservation easement violation, the opportunity of an application for a Pamo Valley River Parkways Program trail grant, made announcements of the addition of a button on the SDRP website to convert the website to the Spanish language and the Julian Film Festival August 22nd-23rd.

Public Comment - No public comment

ACTION AGENDA

1. Approval of Financial Transactions

   Recommendation: Staff recommends that the Board authorize the Executive Director to carry out the following transactions:

   1) Request close out of the following accounts held at the County Treasury: PIEDRAS (44630); Trail (44635); SDRV RV PKWY LAKE HODGES (44636); SDRV RV PKWY DEL DIOS (44637); FIRE RECOVERY (44638); EDUCATION (44640); LAND (44645); SDCF PERP TRAIL (44650); SAN DIEGUITO TRUCK REPL (44657)

   2) Request disbursement from Fidelity Long-Term Fund in the amount of $200,000. The funds are to be deposited in the Fire Recovery Fund in an amount that brings its balance to $0.00 (approx. $35,236) and the remaining funds are to be deposited into Operating Fund.

   3) Future funds, up to $200,000, received through the sale of mitigation credits will be deposited into the Fidelity Long-Term Fund or as directed by the Board.

   4) Transfer $70,000 from the Reserve Fund to the Capital Projects Fund for planning, permitting, loan initiation, construction and loan payments related to the Coast Ranger Station.

   5) Close out the Trails Fund and transfer balance to Operating Fund.

Executive Director McKernan gave some background and an update on the finances of the River Park. Executive Director McKernan also explained why some of the funds have negative balances for example doing capital projects that are paid later by grant reimbursement. The previous plan to deposit funds into the accounts to correct previous negative balances was to wait until funds come in from the sale of mitigation credits closer to the end of this calendar year. He explained that some accounts have zero or small balance and that he would like to transfer the balances in these funds to the operating fund and close the funds out. Executive Director McKernan continued to say that the JPA has two accounts at Fidelity Investments. One is for HMPs management funding and the other is more of a savings endowment account. Executive Director McKernan is requesting to withdraw $200K from Fidelity Investments savings endowment account to deposit into the Fire Recover Fund and the Operating Fund at the County to solve the negative cash situation. The JPA is slightly under budget so far this year and he is comfortable that the budget will stay in line. Executive Director McKernan is requesting to transfer funds in the amount of $70,000 for the Lagoon Ranger Station from the Reserve Fund to the more appropriate Capital Project Fund. Executive Director McKernan is also
seeking authorization to move the cash balance in the Trails Fund to the Operating Fund. More information is provided in the agenda packet.

Discussion of these agenda items consisted of the statement that the Truck Fund balance has always been zero. Current member agency funding has been timely and is ok at this time. Executive Director McKernan is proposing that we bill all member agencies once a year, at the beginning of the year. The annual dues payment change will be stated in the new JEPA bylaws. There was some discussion regarding the amount of money that the City of San Diego did not pay in the past and the fact that we do not anticipate this amount being paid. Boardmember Grosch said this is sorrowful and Vice-Chair Jacob stated that the priority has been to get the City of San Diego back in the game and this has been accomplished. Executive Director McKernan stated that in the future, we hope that the Capital Projects will not put us into a negative fund balance situation and that these projects will be monitored closely. The Ranger Station capital project will get a loan and then pay for the loan with the Southern California Edison funds.

Alternate Worden made the motion to approve financial transactions 1-5 amending the motion to include seeking payment of member assessments once a year, at the beginning of the fiscal year, adding that Executive Director McKernan will communicate this change to all of the member agencies. The motion was seconded by Boardmember Golich.

Yes votes: Jacob, Worden, Golich, Diaz, Grosch, Zito
Absent: Mosier, Kersey, Lightner, Roberts

2. Update Re Budget

This agenda item was discussed under agenda item 1.

3. Update Re JEPA Items


Executive Director McKernan reported on JEPA policy P90-01, including policy P14-1 and P96-2. Executive Director McKernan is proposing to restate and combine three policies into one policy named P15-01. Executive Director McKernan stated he is not looking for action at this time and asked the boardmembers to read the Draft Policy No. P15-01 paying specific attention to the strike through of the language showing the proposed changes and encouraged them to have their staff look at the document. Executive Director McKernan concluded that the board may be asked to take action at the next meeting.

   b. Trails Management Plan Update

Executive Director McKernan met with the member agency working group and discussed an approach to creating the Trails Management Plan as part of the JEPA. During the years that the San Dieguito River Park has been in existence formal and informal agreements regarding trails management have been made. The plan of creating a Trails Management Plan is to use the standard trail plan and apply this to the SDRP trails with a primary level of management, secondary level of management, providing support of the Cities and County trails system, and the third level of management for future trail projects. The River Park Staff is looking at an outline of a document for future presentation.
4. Discussion on Schedule for Future Meetings

Executive Director McKernan proposed a discussion of future meetings asking whether monthly or bi-monthly meetings are necessary. After discussion it was determined that monthly meetings should remain on the calendar until December 2015. If there is not enough business for a substantial meeting, the meeting may be cancelled.

INFORMATION

5. Park Project Status

   a. Lagoon Ranger Station

Environmental Planner Shawna Anderson reported that all discretionary permits for the project have been received. The construction plans are ready to submit to the City for the building permit and a cost estimate is being prepared. The next step is to prepare for the bid process and securing building permits.

6. Coordination Reports

   a. San Dieguito River Valley Conservancy

Executive Director Trish Boaz announced more exciting news about the REI Every Trail Connects promotion. Ms. Boaz said that REI was very impressed with the support for the San Dieguito River Park and called to say that they are donating an additional $10,000 to the San Dieguito River Park for a total donation amount of $43,000. The San Dieguito River Valley Conservancy has received River Path Del Mar funds in the form of a $20,000 grant from the Walter J and Betty C Zable Foundation, a possible grant in the amount of $20,000 from the Parker Foundation and a possible grant from the Doe Family Trust in the amount of $5,000. There will be a Rattlesnake class at the Birdwing on August 29, a full moon hike on September 27, and the annual River Valley Fest will be held October 11 at Morgan Run Resort. There are several restoration projects in process. Coming up this Sunday on iHeart radio is an interview by Cliff Albert about the River Park. It is a 30 minute interview with Trish Boaz and Kevin McKernan that will air on iHeart radio stations from 6 A.M. to 6 P.M.

   b. Friends of San Dieguito River Valley

Jacqueline Winterer reported on some activity at the South East corner of the intersection at El Camino Real and Via de la Valle. Ms. Winterer reported that the Polo Fields lease expired in 2012 and the City of San Diego has issued request for proposals. The Friends of San Dieguito River Valley is monitoring the responses and will be commenting on projects in reference to parking and event duration issues. The Rancho Del Mar project is planned for 264 units, and is only zoned for 4 units.

   c. Volcan Mountain Preserve Foundation – No Report

   d. San Dieguito Lagoon Committee – No Report
7. Jurisdictional Status Reports

Becky Bartling reported that in the Polo grounds request for proposal the new owner will be responsible to complete the trail. Ms. Bartling also reported that the restoration of the South Overflow Lot will begin December 2015 or January 2016.

Supervisor Jacob reported that the Santa Ysabel Nature Center is moving forward.

Dwight Worden reported that the Del Mar River Path is in process.

8. Communications – No Communications

9. Adjourn to Closed Session

   a. Conference with Legal Counsel to discuss liability claim pursuant to California Government Code Sec. 54956.9(d)(2): City of San Diego Fee Dispute

Counsel Wayne Brechtel announced that no reportable action was taken during the Closed Session.

The next meeting is scheduled for Friday, September 18, 2015.

Vice-Chair Jacob adjourned the meeting at 12:22 p.m.

These minutes approved by Board Action

_________________________          ______________________
Date  Executive Director
Resolution No:  R15-3

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN DIEGUITO RIVER PARK JOINT POWERS AUTHORITY APPROVING THE APPLICATION FOR GRANT FUNDS FOR THE CALIFORNIA RIVER PARKWAYS GRANT PROGRAM

WHEREAS, the Legislature and Governor of the State of California have provided funds for the program shown above; and

WHEREAS, the California Natural Resources Agency has been delegated the responsibility for the administration of this grant program, establishing necessary procedures; and

WHEREAS, said procedures established by the California Natural Resources Agency require a resolution certifying the approval of application(s) by the Applicant’s governing board before submission of said application(s) to the State; and

WHEREAS, the Applicant, if selected, will enter into an agreement with the State of California to carry out the project

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Dieguito River Park Joint Powers Authority

1. Approves the filing of an application for the Pamo Valley Trail Project

2. Certifies that Applicant understands the assurances and certification in the application; and,

3. Certifies that Applicant or title holder will have sufficient funds to operate and maintain the project(s) consistent with the land tenure requirements; or will secure the resources to do so; and,

4. Certifies that it will comply with all provisions of Section 1771.5 of the California Labor Code; and,

5. If applicable, certifies that the project will comply with any laws and regulations including, but not limited to, the California Environmental Quality Act (CEQA), legal requirements for building codes, health and safety codes, disabled access laws, and, that prior to commencement of construction, all applicable permits will have been obtained; and,
6. Certifies that Applicant will work towards the State Planning Priorities intended to promote equity, strengthen the economy, protect the environment, and promote public health and safety as included in Government Code Section 65041.1; and,

7. Appoints the Executive Director or designee, as agent to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, payment requests and so on, which may be necessary for the completion of the aforementioned project(s).

Approved and adopted the 18th day of September, 2015

I, the undersigned, hereby certify that the foregoing Resolution Number R15-3 was duly adopted by the Board of Directors of the San Dieguito River Park Joint Powers Authority.

Following Roll Call Vote:

Ayes: __________
Nos: __________
Abstain: _________
Absent: __________

______________________________________________
Chair: Don Mosier

ATTEST: _______________________________________
Brenda Miller, Office Manager
Section A. River Parkways Grant Program
Application Form

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Estimated Date of Completion: December 31, 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pamo Valley segment of the Coast to Crest Trail</td>
<td></td>
</tr>
</tbody>
</table>

| Applicant's Representative Authorized in Resolution | |
|-----------------------------------------------------| |
| Name: Kevin McKernan | Title: Executive Director |
| Phone: 858-674-2270 | Email Address: kevin@sdrp.org |

| Project Manager - Person with day to day responsibility for project (if different from authorized representative) | |
|-----------------------------------------------------------------------------------------------------------------| |
| Name: Shawna Anderson | Title: Principal Planner |
| Phone: 858-674-2275, ext 13 | Email Address: shawna@sdrp.org |

| Brief Description of Project | |
| (Summarize major activities to be funded by this RP Grant) | |
| Construction of two trailhead staging areas and three miles of trail in Pamo Valley, and educational interpretation displays about Pamo Valley. | |

| Latitude | Longitude | |
|----------|-----------| |
| 33.1045 | -116.8571 | |

<table>
<thead>
<tr>
<th>Coordinates Represent: south trailhead</th>
<th>Coordinates Determined Using: GIS</th>
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<table>
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<tr>
<th>Name of River, Stream or Creek:</th>
<th>Santa Ysabel Creek</th>
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</thead>
</table>

<table>
<thead>
<tr>
<th>Two (2) statutory conditions</th>
<th>Recreation</th>
<th>Habitat</th>
<th>Flood Management</th>
<th>Conversion</th>
<th>Conservation &amp; Interpretive Enhancement</th>
<th>Public Access</th>
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</tbody>
</table>

I certify that the information contained in this project application, including required attachments, is complete and accurate.

Signed: [Signature]

Applicant's Authorized Representative as shown in Resolution

Kevin McKernan | Executive Director

Print Name: [Signature]

Print Title: [Signature]

Date: 8/6/15
SECTION B: ONE-PAGE PROJECT SUMMARY

A. Summarize how the project meets the program goals. Include a brief description of current site conditions, project activities, community and government agency partnerships, and benefits of the proposed project.

The proposed project will construct two new trailhead staging areas and 3 miles of new multi-use trail, linking together 9.5 miles of existing dirt roads for a total of 12 miles of the Coast to Crest Trail - a planned 71-mile long regional river parkway trail of which 45 miles is already built. The Pamo Trail will be adjacent to and cross the Santa Ysabel and Temescal Creeks. The proposed project will include educational displays about the endangered arroyo toad, riverine protection, and cultural resources of the area. The project meets program goals by improving the quality of life in California by providing recreational and educational benefits to the community. The subject property was purchased by the City of San Diego for watershed protection, is in the San Dieguito River Park, and leased to a cattle rancher. The area is rich in biological and cultural resources including habitat for endangered species and a culturally important landscape. The JPA has been working collaboratively with the property owner (City Public Utilities), local tribal representatives, County of San Diego, and the U.S. Forest Service (surrounding property owner) to plan the trail and is in the process of securing a development permit. The JPA’s partner, the San Dieguito River Conservancy, has raised $68,000 for this project and was recently awarded another $43,000 from REI. This project will fill in a long-standing gap of the Coast to Crest Trail.

B. Summarize major components of the project.

<table>
<thead>
<tr>
<th>Sample Project Categories</th>
<th>Requested Grant Funds</th>
<th>Other Funding Source(s)</th>
<th>Total Cost</th>
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</thead>
<tbody>
<tr>
<td>Project management/administration</td>
<td>$7,500</td>
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<td>$7,500</td>
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<td>Planning, design, &amp; permitting</td>
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<td>Implementation/construction</td>
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<td><strong>$401,340</strong></td>
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</tbody>
</table>

C. Summarize any public access components of the project. If the project is part of a larger parkway plan, summarize how the project is incorporated into this parkway plan. If the project can be accessed by biking, walking, or public transportation, please explain.

The project will construct 3 miles of non-motorized multi-use trail in Pamo Valley, overlooking the Santa Ysabel Creek, filling a critical gap in the Coast to Crest Trail. This regional parkway trail for hikers, mountain bikers and equestrians, is a major objective in the San Dieguito River Park Concept Plan. Two new trailhead staging areas will improve public access and will be accessible to the local community via bike and walking. The Coast to Crest Trail is a component of the San Dieguito River Park administered by the San Dieguito River Park Joint Powers Authority, the agency responsible for implementing, operating and managing a regional river parkway in the San Dieguito River watershed.
August 26, 2015

Kevin McKernan, Executive Director
San Dieguito River Park Joint Powers Authority
18372 Sycamore Creek Road
Escondido, CA 92025

Dear Mr. McKernan:

Subject: Pamo Valley Segment of the Coast to Crest Trail

The City of San Diego Public Utilities Department (Public Utilities) supports the San Dieguito River Park Joint Powers Authority's (JPA) application for the California River Parkways Grant Program to construct a segment of the Coast to Crest Trail on land Public Utilities owns in the Pamo Valley section of the San Dieguito River Park. The City of San Diego has been a member agency of the JPA for 26 years. We understand the trail is for hikers, bicyclists, and equestrians. The Assessor Parcel Numbers for the parcels that would be affected are: 244-060-05 and -06, 243-090-03, 243-130-01, 243-180-01, and 243-180-06.

In compliance with the grant requirements, Public Utilities understands and agrees that if the requested grant is awarded, it will enter into a Memorandum of Agreement or other legal mechanism with the JPA whereby both parties will agree that Public Utilities will allow the JPA to construct the project on Public Utilities property at no cost to Public Utilities, and which will establish terms to allow the JPA to operate and maintain the project for a minimum of 20 years, also at no cost to Public Utilities. Public Utilities also recognizes that the State may wish to enter into a Memorandum of Unrecorded Grant Agreement to establish that the property may not be sold or used as security without the written permission of the State.
Public Utilities greatly appreciates the work of the JPA to create a regional open space park and we anticipate that this cooperative relationship will continue to long into the future.

If you have questions, please contact me at 619-533-7599 or jpasek@sandiego.gov.

Sincerely,

Jeffery Pasek
Watershed Manager
Long-Range Planning & Water Resources Division

JP/ncs

RMU 2.0
POLICY NO. P15-01

POLICY OF THE BOARD OF DIRECTORS OF THE SAN DIEGUITO RIVER VALLEY REGIONAL OPEN SPACE PARK JOINT POWERS AUTHORITY

BOARD AND STAFF COMMUNICATIONS RELATED TO LAND USE PROJECTS

PURPOSE

On April 17th, 2015, the San Dieguito River Valley Regional Open Space Park Joint Powers Authority (JPA) Board of Directors (Board) adopted the AMENDED AND RESTATED JOINT EXERCISE OF POWERS AGREEMENT BETWEEN THE COUNTY OF SAN DIEGO AND THE CITIES OF DEL MAR, ESPONDO, POWAY, SAN DIEGO AND SOLANA BEACH CREATING THE SAN DIEGUITO RIVER VALLEY REGIONAL OPEN SPACE PARK JOINT POWERS AUTHORITY (JEPA). It became in full effect once each member agency’s governing body approved and executed the JEPA. In the case of the City of San Diego, the final agency to execute the JEPA, City Ordinance O-2015-114 was adopted by the City Council on June 30th, 2015, which authorized the Mayor to execute the JEPA on behalf of the City. The Ordinance took effect 30 days after City Council adoption, on or about July 30th, 2015.

Section 11(b) of the JEPA states, “The Board shall review and revisit the Board Policy No. P90-1 adopted on May 18, 1990 and Communication Policy No. P14-01, adopted June 20, 2014 within 60 days of the Effective Date of this Agreement.” This policy is intended to comply with this provision in the JEPA.

This Policy combines and supersedes existing Board Policies: P90-1 PROJECT REVIEW AND COMMENT (as revised through 2005); P96-2 ABSTENTION ON LAND USE PROJECTS; and P-14-01 COMMUNICATION. Each of these policies address separate but related procedures for JPA Board, staff and Citizens Advisory Committee (CAC). This Policy incorporates the restated language in the aforementioned policies as well as amended language where necessary as directed by the 2015 JEPA or Board direction. Combining the aforementioned policies into one policy will give the Board, staff and CAC comprehensive guidance on how each body communicates internally and clarify how the Board will officially convey agency comments related to land use projects that affect the purposes of San Dieguito River Park.

The specific purpose section of the following restated and amended policies has not been restated here, but rather can be found in their original form.

POLICY – ABSTENTION ON LAND USE PROJECTS (originally adopted 1/19/96 as P96-2)

It is the Policy of the San Dieguito River Valley Regional Open Space Park Joint Powers Authority JPA that Boardmembers look first to the adopted policies of his or her own member agency for direction regarding participation in the JPA’s review and comment on privately initiated land use development projects over which the member agency has land use decision making authority.

In the absence of adopted member agency policy, it is the policy of the San Dieguito River Valley Regional Open Space Park Joint Powers Authority JPA that Boardmembers representing
the JPA member agency which has final land use authority should abstain from voting on privately initiated land use development projects when they come before the JPA Board for review and comment to the land use agency. This policy would not require Board members to leave the room or refrain from discussion. This policy would not affect participation in park planning or voting on public agency development or planning proposals or JPA initiated plans and projects.

All comment letters approved by the Board will clearly reflect the Board members present and absent at the meeting including the votes by each Board member and abstentions.

POLICY – PROJECT REVIEW AND COMMENT (originally adopted 5/18/90 as amended)

It is the policy of the JPA that the focus of the JPA and CAC efforts should be limited to implementing the goals and objectives of the Park. The JPA and the CAC will review and comment, when appropriate, on only those projects which are within the focused planning area, contiguous or immediately adjacent to the focused planning area and/or have a direct impact on the Park. Comments will be confined to the relationship of the project to the Park and any impact it may have on park plans, goals and objectives.

Members of the JPA and the CAC may comment on projects outside of the park which do not directly impact the park as individuals only or as representatives of other organizations. In no case are they to represent themselves as speaking for the JPA or the CAC.

When a project has no significant impact on the park, and no comments by the JPA are deemed to be necessary, it may be handled administratively or at the committee level and not taken to the JPA Board. A project need not be referred to the Board where staff or the JPA Project Review Committee (PRC) of the CAC committee determines the project does not impact the focused planning area, or when staff or the JPA PRC committee determines the project clearly falls within policies the Board has previously adopted or policy statements the Board has previously issued, the Executive Director has the discretion to authorize comments that refer to such policies or previously authorized Board comments. Any member of the CAC or JPA who believes that the project needs further review may appeal to the JPA PRC which will determine if further review is merited.

This policy is not intended to restrict JPA staff interaction with potential project proponents that seek early input from JPA staff on the potential effects that their project may have on the Park. Planning department staff from the agencies who have final land use decision making authority, regularly seek input form JPA staff and often direct project proponents to consult with JPA staff early in their project planning to discuss potential conflicts and design modifications related to existing Park plans and policies. These early consultation communications do not represent the JPA, JPA Board nor the member agencies in an official capacity. This level of communication may be in verbal, written or electronic form and will clearly state that any official comments by the JPA may be forthcoming pursuant to formal Board action. Such communications will also follow the protocol outlined in the Communication Policy below.
COMMUNICATION POLICY (originally adopted June 20, 2014)

It is the policy of the San Dieguito River Park Joint Powers Authority (JPA) that all communications commenting on private or public projects that are sent out by staff but have not been approved by the JPA Board will be sent on letterhead that does not include Board member names in the masthead and will clearly state that they are staff level comments and do not necessarily reflect the official position of the JPA Board until authorized by Board vote. Communications commenting on private or public projects that are approved by the JPA Board will be sent on letterhead that includes Board member names in the masthead, and the communication will list specifically how each Board member voted. If an individual Boardmember was including members present/absent, or voted no, or and abstained, The Board’s vote results that information will be included in the communication if approved. The Board may direct staff to include approved Board minutes for the meeting in which the vote was taken.
To: JPA staff
From: Kevin McKernan
Re: Interim Interpretive Feature and Programming Directive

September 3, 2015

I have found that our education, outreach, interpretation and other related programming has evolved over several years, has experienced great success and receives a wide array of support from the community. However, it has come to my attention that we lack an established policy guiding how we develop and/or accept proposals for new interpretive features and programming for the River Park.

Therefore, I am directing staff to develop a policy that will guide current and future interpretive features and programming in the River Park as well as follow the these interim directives while the policy is being developed:

SDRP Developed Interpretive Features and Programming
- Maintain existing inventory of features and identify actions for upkeep, replacement and removal as necessary.
- Continue development of interpretive features and programming as required by outside funding sources such as grant and donations

Citizen and Volunteer Proposed Features and Programming
- Proposed programs must fulfill a need or meet an educational goal and be in line with the River Park mission to be considered.
- Advise any citizen or volunteer proposed projects that a written proposal should be submitted to staff for review and consideration
- Staff shall consult with the Executive Director initially to discuss the implications of outside proposals. Staff should be prepared to present estimated budget and staff capacity to accept outside proposals
- If the Executive Director authorizes the staff to pursue outside proposals, staff will work with the citizen/volunteer to define a workplan that will be agreed to by both parties
- Research sources must to be cited
- When developing new educational programs the information needs to be peer reviewed
- If the information is debatable and/or sensitive, a professional outside source should be used
- Any program referring to Native American history needs to be approved by the appropriate tribe.
- Once a proposal is developed to the satisfaction of the lead staff person, the item will be put on the agenda for the appropriate subcommittee(s) of the Citizen Advisory Committee (CAC)
- If recommended for further consideration by the subcommittee, it will be put before the CAC to consider a recommendation.
- If the CAC recommends the proposal for further consideration by the JPA, the Executive Director will make a determination as to whether the project warrants JPA Board approval or to move forward with administrative approval.
- In no instance is a citizen or volunteer initiated effort to use the JPA’s name on any materials or in programming without the written approval of the Executive Director.

A draft policy should be developed for the Executive Director’s review within 60 days of this memo.