



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.
Friday, October 18, 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 August 16, 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. Review and Adopt Reserve Policy P19-01 (Page 6)
2. Approve Application for Recreational Trails and Greenways Grant (Page 10)
3. Update on Surf Cup Segment of the Coast to Crest Trail (Page 16)

INFORMATION

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.

THE NEXT REGULAR JPA MEETING WILL BE November 15, 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 August 16, 2019

MEMBERS PRESENT

Kristin Gaspar – Chair
Dwight Worden
Dave Grosch
Mark Kersey
Judy Hegenauer
Dianne Jacob
Jeff Barnouw
Dustin Fuller

MEMBERS ABSENT

Barbara Bry- Vice-Chair
Olga Diaz

VISITORS/STAFF PRESENT

Kevin McKernan
Wayne Brechtel
Brenda Miller
Shawna Anderson
Bill Michalsky
Steve Hadley
Jacqueline Winterer
Julie Klein
Margaret Diss
Monique Tello

REPRESENTING

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

REPRESENTING

City of San Diego
City of Escondido

San Dieguito River Park JPA
JPA Counsel
San Dieguito River Park JPA
San Dieguito River Park JPA
Sierra Club
San Diego City Council District 1
Friends of the San Dieguito River Valley
San Diego Trail Alliance
County Park & Recreation Department
San Diego City Council District 5

Introduction and Announcements

Chair Gaspar convened the meeting at 11:00 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 July 19, 2019

Boardmember Worden made the motion to approve the minutes of July 19, 2019 and Boardmember Barnouw seconded the motion.

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

Absent: Jacob, Bry, Diaz

Executive Directors Report- No Report

Public Comment – No public comment

Boardmember Jacob arrived at the meeting at 11:09 a.m.

ACTION AGENDA

1. Reserve Policy Review and Recommendations

Recommendation: Staff solicit input and direction from the Board of Directors in revising the 2010 Reserve Policy and Board directs staff to develop revised draft reserve policy for review and adoption by the end of 2019

Executive Director McKernan introduced the topic of revising the JPA Reserve Policy. The Board discussed the topic of a reserve policy; the amount of reserves on hand at this time, having the reserve amount be a percentage of the operating budget or an amount correlating to a number of months of expenses, what the purpose is for the reserve fund, and where the reserve number can be found. It was suggested to look at other district policies to create the JPA policy.

Chair Gaspar made the motion to move forward with revising the JPA Reserve Policy for review by the Board by the end of 2019. Boardmember Worden seconded the motion.

Yes votes: Gaspar, Jacob, Worden, Barnouw, Hegenauer, Grosch, Kersey

Absent: Bry, Diaz

2. Approval to Grant Conservation Easement and Loan Payoff on Blum Property

Recommendation: The Board approve the attached resolution authorizing the sale of a conservation easement to the Navy in the amount of \$84,000 and that Board approve the use of JPA funds to pay off the remaining balance of the promissory note in order to satisfy the Navy conditions.

Executive Director McKernan explained the agenda item, giving the background of the purchase of the property and the agreement the JPA entered into with the Navy, and the payment strategy. The future management plan has been developed by the JPA and will be funded by an endowment of \$99,977.00.

Boardmember Worden moved to approve the Grant Conservation Easement and Loan Payoff on Blum Property and Boardmember Barnouw seconded the motion.

Yes votes: Gaspar, Jacob, Worden, Barnouw, Hegenauer, Grosch, Kersey

Absent: Bry, Diaz

INFORMATION

3. Project Status Updates

- a. **Ranger Maintenance Facility**—Executive Director McKernan said the project is moving along on schedule and on budget.

4. Coordination Reports

- a. San Dieguito River Valley Conservancy- No Report
- b. Friends of the San Dieguito River Valley- No Report
- c. Volcan Mountain Preserve Foundation- No Report
- d. San Dieguito Lagoon Committee-No Report
- e. Friends of Sikes Adobe-No Report

5. Jurisdictional Status Reports- Steve Hadley with Vice-Chair Bry's office reported that he wanted to share a recent communication he had with the Real Estate Assets Department regarding the proposed trail segment at the Surf Cup Property location. The update is that the project is on hold indefinitely. Mr. Hadley is attempting to clarify this information with the Surf Cup organization. Chair Gaspar asked to bring this discussion to the board at another meeting. Director McKernan said that the trail not being in the City of San Diego lease was a JPA concern from the beginning of the lease. Boardmember Worden mentioned that southern basin near Crest Canyon at the lagoon has an issue of sediment buildup. The property is owned by California Fish & Wildlife.

6. Communications- No communications

Chair Gaspar adjourned the meeting at 11:28 a.m.

These minutes approved by Board Action

Date

Executive Director

Agenda Item 1
October 18, 2019

DATE: October 18, 2019
TO: JPA Board of Directors
FROM: Staff
SUBJECT: Draft Reserve Policy Review/Adoption

BACKGROUND:

The JPA reserve policy was approved in 2010. This policy addresses two situations for establishing and managing a separate reserve fund: 1) accrued staff vacation time; and vehicle/equipment replacement. However, the current policy lacks some broader purposes and management of a reserve fund, for example operating reserves in the case of revenue shortfalls or unexpected expense overruns and emergency situations.

At its September, 2019 meeting, the Board directed staff to develop a revised Reserve Policy for its review and adoption by the end of the calendar year.

Staff researched example reserve policies of other agencies and received input from counsel. Staff is bringing the attached draft Reserve Policy before the Board at this time for review, input and possible adoption.

RECOMMENDATION:

- 1) Review and provide recommendations for the attached Reserve Policy and adopt as revised.
or
- 2) Board adopts attached Reserve Policy as presented.

Respectfully submitted,

Kevin McKernan
Executive Director

Attachment: Reserve Policy P19-01

Policy No. P19-01

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

RESERVE POLICY

I. Purpose

The San Dieguito River Park Joint Powers Authority (JPA) is committed to prudent fiscal practices and maintaining adequate operating and capital replacement reserve funds to ensure consistent, uninterrupted park services and facilities in the wake of potential risk events, such as a major economic downturn or natural disaster. The capital replacement reserve is also for the regular replacement of vehicles and equipment as well as any significant infrastructure replacement or renovation, retrofit or upgrade to park buildings and facilities. This policy provides additional clarity and guidance with regard to the JPA's management of its reserve funds and supersedes Policy 10-02 *San Dieguito River Park Joint Powers Authority Reserve Policy*, dated May 21, 2010.

II. Operating Reserve Fund

The JPA will continue to hold an identified operating reserve in two accounts and report on its status periodically to the Board of Directors. These reports may be made quarterly, during the annual budget process and/or when a significant change (e.g. market conditions) occur. One account is held at the County Treasury and is constituted of any annual budget surplus carryover from one fiscal year to the next. The other operating reserve is held at the Rancho Santa Fe Foundation (RSFF) in the form of a non-endowment account.

A. Operating Fund Reserve Target

The target for operating reserves is a cumulative balance at 33% of the budgeted annual operating fund expenditures.

B. Operating Fund Reserve Uses

The operating fund reserve may be used for the purposes of maintaining cash flow to support critical functions identified in the annual operating budget as designated by the Executive Director and Board of Directors in the event of significant unanticipated revenue shortfalls. The fund may also be used for unanticipated costs approved by the Board of Directors, such as major litigation, spikes in pension contributions, market volatility, unplanned capital needs or other opportunity costs.

III. Capital Replacement Reserve Fund

Reserve funds identified for capital replacement exist in two accounts held by the JPA and come from various sources. The JPA holds a capital reserve fund at the County Treasury which receives scheduled deposits annually as part of its operating budgets for general park capital equipment. The JPA also holds a restricted non-endowment fund at the RSFF specifically for trail repairs and upgrades in the Santa Fe Valley portion of the Coast to Crest Trail.

A. Capital Replacement Fund Targets (general)

The general capital replacement fund target(s) will be assessed annually based on the inventory of vehicles, large equipment and facilities. Using the anticipated lifespan for such capital assets, the Executive Director will propose the annual budget contributions necessary for future replacement. These amounts will be deposited into the JPA's capital reserve fund at the County Treasury. Internally, JPA staff may track sub-accounts within this fund to correspond with original funding sources as appropriate.

B. Capital Replacement Fund Target (Santa Fe Valley Restricted)

This fund is restricted to trail repairs and upgrades in the Rancho Santa Fe Valley portion of the Coast to Crest Trail. It is a non-endowment account held at the RSFF and is intended to generate interest to maintain and/or grow its initial balance. There are no anticipated deposits by the JPA expected to be made to this fund for its purposes. Instead, the JPA may periodically withdraw from this account to fund staff, equipment, materials, contractors or other Board-approved items in line with the restrictions of this fund.

III. Reserve Administration

The following is provided for appropriate and timely administration of the JPA Reserve Fund.

A. The JPA's overall reserve funds referenced above will be reported and adjusted annually during the budget process.

B. Any funds in excess of the amounts referenced in II. A. and B. above may be identified at the close of each fiscal year for programming at the Board of Directors' discretion.

C. If, based on staff's forecasting and analysis, the fund targets are not being met or will not likely be met within a two-year time horizon, the Executive Director will work with the Budget Subcommittee of the Board of Directors to develop a plan to achieve the target outline in this policy.

D. The target levels will also be assessed periodically and may be revised based on staff and Budget Subcommittee recommendation to the Board of Directors.

IV. Authority to Use Reserves

A. Use of the reserves shall be consistent with the purposes and provisions contained within this policy.

B. Any use of annual operating funds that would cause the JPA's reserve to drop below the targets stated in this policy shall be permitted only on a specific, case-by-case basis as authorized by the Board.

V. Replenishment of Reserves

- A. In the event use of the reserves that drops a fund below the targeted level, the Executive Director shall propose a plan for the replenishment of the reserves to the Board as soon as practicable.
- B. The JPA will strive to replenish the reserves within one year of use, but fully replenish the reserve within five years of use.
- C. The JPA will seek reimbursement from any appropriate sources to replenish reserves used in connection with a catastrophic event (e.g. Federal Emergency Management Agency (FEMA)).

VI. Risk Mitigation Strategy to Supplement Reserves

- A. The JPA will procure appropriate insurance coverages to protect, preserve and/or replace its reserve funds should an unanticipated risk event occur.
- B. When necessary and appropriate, the JPA should consider borrowing from other available funds, its member agencies or through access to the debt markets rather than draw upon its reserve funds. Any action to incur debt will be consistent with the JPA's Debt Management Policy.

Agenda Item 2

October 18, 2019

TO: JPA Board

FROM: Staff

SUBJECT: Recreational Trails and Greenways Grant Application for Osuna Segment of the Coast to Crest Trail

RECOMMENDATION:

Approve resolution for Proposition 68 Recreational Trails and Greenways Grant application to request grant funds for the Osuna segment of the Coast to Crest Trail.

The Osuna segment of the Coast to Crest Trail is located near the community of Fairbanks Ranch between the end of the Surf Cup trail segment and the San Dieguito Road future pathway (Attachment 1). The planned trail segment has been a gap in the Coast to Crest Trail for many years. In 2015 the JPA conducted a feasibility study (funded with private donations by the San Dieguito River Valley Conservancy) for the trail gap that assessed alternative alignments for a bridge over the San Dieguito River as well as environmental and engineering constraints. A bridge is required to cross the river in this location to connect to existing and future segments of the CTC Trail further upstream. Although planning for this trail and bridge have been ongoing, including consulting and coordinating with stakeholders and securing a trail easement over a private parcel, funding does not exist to prepare engineering designs, secure permits, or construct the project.

The California Recreational Trails and Greenways grant program criteria is an excellent fit for the Osuna trail and JPA staff submitted a grant application on October 11, 2019 through this program. The JPA requested grant funds to pay for final engineering, CEQA, permits, and construction for a total grant request of \$1,397,800. The grant requires a 20% match (in non-disadvantaged areas) which is accomplished by a donation by the Conservancy (\$114,400), in-kind services, and additional JPA funds. The grant application submission is step one of a three-step selection process. If the JPA's project is selected by the granting agency (Natural Resources Agency), the JPA would be invited to step two which consists of a project site visit with granting agency staff. Step three (if selected) entails submission of additional project documentation including the subject resolution. According to the granting agency, the grant process is expected to take five months with grant awards to be announced in June 2020.

Agenda Item 2
October 18, 2019

Respectfully submitted,

Shawna Anderson
Principal Planner

Attachment 1: Project Site Plan, Osuna Segment of the Coast to Crest Trail
Attachment 2: Recreation Trails and Greenways Grant Application Overview
Attachment 3: Resolution R19-03

PROJECT SITE PLAN
OSUNA SEGMENT OF THE COAST TO CREST TRAIL



Print Application

RFP Title:	Recreational Trails and Greenways Grant Program		
Project Title:	Osuna Segment of the Coast to Crest Trail	Estimated Date of Completion:	01/08/2024
		Funds Requested(\$):	1,397,800.00
		Other Sources of Funds(\$):	349,950.00
		Total Budget(\$):	1,747,750.00
Applicant Organization:	San Dieguito River Park JPA	County:	San Diego
Applicant Address:	18372 Sycamore Creek Road , Escondido , CA - 92025	City/Town:	San Diego
Federal Tax ID:	956000934	Project Address:	San Dieguito Road
		Senate District	39
		Assembly District	77
		US Congressional District	52

Project Description:

The project is to build a new 1-mile long segment of the Coast to Crest (CTC) Trail called the Osuna trail segment that will extend the trail, connect existing trail segments, and provide new public access to a waterway. The Osuna trail segment would extend the CTC Trail over a water way and connect it to a public road and future trail pathway. The project includes final engineering of the bridge, project permits, project construction, and habitat restoration (native trees and shrubs). The new trail segment includes a non-motorized bridge across the San Dieguito River, a natural watercourse with native trees within the San Dieguito River Park. The CTC Trail is a public regional non-motorized multi-use trail for hikers, bicyclists, and equestrians planned from the coast at Del Mar to Volcan Mountain near Julian in San Diego County. Approximately 48 miles of the planned 71-mile long trail have been completed.

Latitude: 32.985410000**Longitude:**

-117.211690000

Coordinates Represent:**Coordinates Determined Using:**

Project Director (Applicant's Representative Authorized in Resolution) (Signature required at bottom of this page)

Name:	Kevin - McKernan	Title:	Project Director: Authorized Representative
Phone:	858-674-2270	Email:	kevin@sdrp.org

Project Manager - Person with day to day responsibility for project (if different from authorized representative)

Name:	Shawna - Anderson	Title:	Project Manager: Day to day contact
Phone:	858-674-2270	Email:	shawna@sdrp.org

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

Signed:

 Applicant's Authorized Representative as shown in Resolution
Date:

10/9/19

Print Name:

Kevin McKernan

Title:

JPA Executive Director

Application Overview

ATTACHMENT 2

Resolution No: R19-03

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN DIEGUITO RIVER
PARK JOINT POWERS AUTHORITY APPROVING THE APPLICATION FOR
GRANT FUNDS FOR THE RECREATIONAL TRAILS AND GREENWAYS 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 San Dieguito River Park Joint Powers Authority

1. Approves the filing of an application for the *Osuna Segment of the Coast to Crest Trail*; and
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, and 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 October, 2019.

I, the undersigned, hereby certify that the foregoing Resolution Number R19-03 was duly adopted by the Board of Directors of the San Dieguito River Park Joint Powers Authority by the following vote:

AYES:

NOS:

ABSENT:

ABSTAIN:

Kristin Gaspar, Chair

ATTEST: _____
Kevin McKernan, Executive Director

Agenda Item 3

October 18, 2019

TO: JPA Board

FROM: Staff

SUBJECT: Surf Cup segment of the Coast to Crest Trail

The segment of Coast to Crest Trail along the property formerly known as Polo Fields and now leased to Surf Cup Sports has been the subject of several years of delay regarding the trail's status and condition. The property, owned by the City of San Diego, was leased to San Diego Polo Club for close to 30 years and included a clause that the existing public trail would remain open to the public and would not be impacted by polo operations. When the Polo Club lease terminated a new lease was approved in 2016 to Surf Cup Sports. Surf Cup has been operating and holding soccer events at the site and made several "improvements" to the property particularly circulation and parking changes and new soccer fields.

The general timeline regarding the status of the public trail along the south side of the property (north side of San Dieguito River) is:

June 2005: Civil Penalty Notice and Order served on Polo Club by San Diego Neighborhood Code Compliance for "illegally grading a horse exercise trail area adjacent to protected wetlands and outside of the leasehold property line for the Polo Fields". Subsequent hearing ruled that Polo Club cease grubbing and grading of the property and submit a permit application for restoring the public trail and damaged wetlands.

June 2011: Polo Club received site development permit (SDP) from City to restore trail and wetlands (work covered under a CEQA Mitigated Negative Declaration approved by City in April 2011).

March 2012: Polo Club lease expired and continued on a monthly lease basis.

July 2015: City issued RFP for a new lease of property. RFP stated that new lessee would be responsible for restoring public trail and wetlands per the approved SDP.

July 2016: Lease to Surf Cup Sports approved by City. Lease mentions the public trail in several places and requires trail be open to public. Also recognizes recorded SDP for trail and wetland restoration as "covenant running with the premises".

January 2019: Grading permit issued to Surf Cup Sports for restoring trail and wetlands.

During the past 19 years the trail has been in various stages of accessibility. During the Polo Club's tenure the trail was unusable and not available to the public (public often asked to leave the premises). Currently, portions of the trail are overgrown with weeds,

Agenda Item 3

October 18, 2019

sandy in spots, and not clearly delineated. The approved grading plans call for restoring wetland habitat along the edge of the river bank, delineating the trail, surfacing some sandy areas with decomposed granite, and adding trail fencing and signage. Because the permit conditions restrict construction and restoration activities to outside the bird nesting season the window of opportunity to accomplish the work is limited and urgent (mid-September to February).

Respectfully submitted,

Shawna Anderson
Principal Planner