

**SAN DIEGUITO RIVER PARK
JOINT POWERS AUTHORITY
Minutes of September 17, 2021**

MEMBERS PRESENT

Dwight Worden – Chair
Dave Grosch – Vice-Chair
Tina Inscoc
Joe LaCava
Marni vonWilpert
Kelly Harless
Jeff Barnouw
Dustin Fuller

MEMBERS ABSENT

Joel Anderson
Terra Lawson-Remer

VISITORS/STAFF PRESENT

Shawna Anderson
Ayden Zielke
Brenda Miller
Christal Ames
Wayne Brechtel
Ricky Flahive
Maggie Brown
Kim Wehinger
Carol Kerridge
Phil Pryde
Rebecca Smith
Madeline Shute
Quinton Grounds
Emily Kochert
Mariko Nakawatase

REPRESENTING

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

REPRESENTING

County of San Diego
County of San Diego

San Dieguito River Park JPA
San Dieguito River Park JPA
San Dieguito River Park JPA
San Dieguito River Park JPA
JPA Counsel
San Diego City Council District 1
Friends of San Dieguito River Valley
City of San Diego
San Dieguito Lagoon Committee
Audubon Society
County of San Diego District 3
County of San Diego District 2
City of San Diego District 5
San Dieguito River Valley Conservancy
County of San Diego District 2

Introduction and Announcements

Chair Worden convened the meeting at 11:00 a.m. A roll call was taken and a quorum of 7 boardmembers were present to begin the meeting.

Approval of Minutes of August 20, 2021

Boardmember Barnouw made the motion to approve the minutes of August 20, 2021. Boardmember Inscoc seconded the motion. There was no public comment. A roll call vote was taken.

Yes votes: Barnouw, Harless, Inscoc, LaCava, von Wilpert, Worden, Grosch

Absent: Anderson, Lawson-Remer

Executive Directors Report - Executive Director Shawna Anderson reported that JPA staff met with Surf Cup Sports to organize a work party to start the trail improvements for the Surf Cup segment of Coast to Crest Trail. Also attending the meeting was Boardmember LaCava and his staff. Anderson reported that progress was made but that details regarding the work scope need to be determined for a tentative work party of Saturday, November 6th. SDRP's Volunteer Recruitment and Training Day will be held on October 10th. Ms. Anderson reported that the JPA's Trails Management Plan and Standards Report has been updated with the Pama Valley Trail and new Ranger Station. Ms. Anderson announced that Brenda Miller, JPA Office Manager for over seven years is retiring and that staff held a retirement party in September. Director Anderson reported that the Sunday, September 12th Open House for the new Ranger station was an overwhelming success. Approximately 200 guests attended throughout the day, enjoying many booths, tours, the interactive Watershed Model, entertainment and refreshments. The Open House was sponsored by many organizations. Ms. Anderson gave special recognition to the dedicated and hard-working members of BSA Scout Troops 713 and 685 for helping to set-up, take-down, and help all day at the event. Representatives from SDG&E presented a \$20,000. check to the Conservancy and JPA, a donation that is funding the monument sign at the Ranger Station. Also presented at the event was a County of San Diego congratulatory proclamation, which will be displayed at the Ranger Station. Jacqueline Winterer was recognized at the event for her longtime dedication to the River Park and valley. Several board members complimented JPA staff and others on the successful open house event.

Public Comment - No public comment.

DISCUSSION/ACTION AGENDA

1. Approval of JPA Records Retention Policy & Schedule

Recommendation: Approve the JPA Records Retention Policy

Counsel Brechtel reported that the proposed comprehensive policy for retention was based on State guidelines, tailored to JPA for retention standardized system, and thanked Shawna and Brenda Miller for their assistance. Boardmember Kelly Harless requested clarification on how documents would be organized for destruction. Counsel Brechtel explained that staff would be trained on standardized framework and mechanics for procedure retention for digital emails and documents as well as paper and commented that records could be kept longer than their scheduled destruction, if deemed necessary. Reiterated that texts should not be used for important information, only use emails so they can be saved for Public Records Act Requests and other business issues. Informal emails can be deleted immediately. Vice-Chair Grosch cautioned all that any information electronic or written, could possibly be needed for Public Records Act Requests. Executive Director Anderson commented on progress of saving current records digitally, and also for recovered records and the rebuilding of digital records from the 2007 Witch Creek fire. Boardmember Harless motioned to approve the records retention policy and Vice-Chair Grosch seconded the motion.

Public Comment - No Public Comments

Yes votes: Barnouw, Grosch, Harless, Inscoc, LaCava, Worden

Absent: Anderson, Lawson-Remer, Von Wilpert

2. Approval of Outdoor Equity Grant Authorizing Resolution R21-2

Recommendation: Approve the Outdoor Equity grant authorizing resolution, which authorizes the Executive Director to submit a grant application and sign all related grant documents if awarded.

Executive Director Shawna Anderson explained background and objective of the State Outdoor Equity Grant, due on 10/8/21. The existing SDRP Watershed Explorers Program will be used as the foundation for the grant application because the programming meets many of the grant criteria. She explained that the Escondido Library was chosen by the WEP committee as the focused community home base for the grant application as it meets the grant criteria for an underserved area and is working with library staff on the details. WEP outdoor nature trips would be organized and targeted to populations in the community Boardmember Inscoe expressed her enthusiasm for the grant proposal and that underserved residents in Escondido would benefit. Motion to approve by Vice-Chair Grosch and seconded by Boardmember Inscoe.

Public Comment - No Public Comments

Yes votes: Barnouw, Grosch, Harless, Inscoe, LaCava, Worden

Absent: Anderson, Lawson-Remer, Von Wilpert

3. Approve Purchase of Tractor

Recommendation: Authorize Executive Director to purchase Kubota tractor in accordance with the JPA's procurement policy.

Executive Director Shawna Anderson explained that the JPA's procurement policy requires approval from the Board for equipment purchases exceeding \$25,000. She stated that the JPA's tractor needs replacing after 13 years of use and staff obtained cost estimates for a new tractor and is recommending purchase of a Kubota tractor at \$26,869. Most of the funds would come from the JPA's equipment reserve fund. Boardmember Inscoe asked about resale of the existing tractor and Director Anderson stated that Staff is pursuing salvage or resale of the existing Kubota tractor. No further questions on purchase. Motion to approve by Vice-Chair Grosch, seconded by Boardmember Barnouw seconded the motion.

Public Comment - No Public Comments

Yes votes: Barnouw, Grosch, Harless, Inscoe, LaCava, Worden

Absent: Anderson, Lawson-Remer, Von Wilpert

4. Future JPA Meeting Procedures

Executive Director Shawna Anderson summarized the COVID policy for Zoom meetings, and about alternates for the County Boardmembers. Director Anderson reminded the Board that JEPA states alternates must be approved by the member jurisdiction's governing body, and that only one Boardmember Alternate may be appointed for either county member, not both. Chair Worden suggested a change in the date of the meetings to accommodate the County boardmembers that have conflicts, if needed. County staff stated that both County board members are reviewing applicants for alternates. Counsel Brechtel summarized the changing options and Brown Act rules for continuing virtual meetings in the future. Discussion followed and Chair Worden stated that meetings will likely continue on zoom for the immediate future.

Public Comment – No Public Comment

INFORMATION**5. Coordination Reports**

a. San Dieguito River Valley Conservancy- Conservation Manager Emily Kochert reported on recent Conservancy events and volunteer participation which is rapidly growing.

b. Friends of the San Dieguito River Valley- Maggie Brown thanked JPA staff for an amazing event for the Ranger Station Open House.

c. Volcan Mountain Preserve Foundation – no update

d. San Dieguito Lagoon Committee- Carol Kerridge also expressed gratitude for the Ranger Open House, and hopes for another similar event in the future.


e. Friends of Sikes Adobe- No Report

- 6. Jurisdictional Status Reports** – Boardmember Fuller reported that the 22nd DAA recently issued an RFP for their Horse Park property for continuation of existing uses. Proposals due 10/15/21. He also reported a successful year for Least Tern nesting sites with a confirmed 24 fledglings. Coastal Clean-up Day is 9/18/21. Discussion regarding the status of the Via de la Valle roadway widening with Boardmember LaCava confirming that the project is a developer mitigation project and still planned to occur, timeline not known.

Chair Worden adjourned the meeting at 12:17 pm.

These minutes approved by Board action.

12/6/21
Date


Executive Director