

INLAND VALLEY DEVELOPMENT AGENCY

AMENDED AGENDA

WEDNESDAY, JULY 12, 2023

3:00 P.M. (Closed Session (if any), immediately followed by Open Session)

MAIN AUDITORIUM – Norton Regional Event Center, 1601 East Third Street, San Bernardino, CA



A regional joint powers authority dedicated to the reuse of Norton Air Force Base for the economic benefit of the East Valley

Phillip Dupper, Chairperson
Mayor, City of Loma Linda
Frank J. Navarro, Vice-Chairperson
Mayor, City of Colton
Joe Baca, Jr., Secretary
Supervisor, County of San Bernardino

BOARD MEMBERS:

John Echevarria
Councilmember, City of Colton
Rhodes Rigsby
Councilmember, City of Loma Linda
Jesse Armendarez
Supervisor, County of San Bernardino
Helen Tran
Mayor, City of San Bernardino
Juan Figueroa
Councilmember, City of San Bernardino
Sandra Ibarra
Councilmember, City of San Bernardino

ALTERNATE BOARD MEMBERS:

Vacant
City of Colton
John Lenart
Councilmember, City of Loma Linda
Fred Shorett
Mayor Pro Tem, City of San Bernardino
Dawn Rowe
Supervisor, County of San Bernardino

- Full agenda packets are available at the IVDA office, 1601 East Third Street, San Bernardino, California, will be provided at the meeting, and are posted in the Agenda section of our website at www.ivdaipa.org. Office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday.
- Recordings of the IVDA Board meetings are available in the Agenda section of our website at www.ivdaipa.org.
- In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the IVDA office at (909) 382-4100. Notification 48 hours prior to the meeting will enable IVDA staff to make reasonable arrangements to ensure accessibility to this meeting.
- Anyone who wishes to speak during public comment or on a particular item will be requested to fill out a speaker slip, which must be turned in to the Clerk of the Board prior to speaking.
- Public comments for agenda items that are not public hearings will be limited to three minutes.
- Public comments for items that are on or off the agenda will be limited to three minutes.
- The three-minute limitation shall apply to each member of the public and cannot be shared.
- An additional three minutes will be allotted to those who require translation services.
- **Translation of this Regular Meeting Agenda into languages other than English is intended solely as a convenience to the non-English-reading public and is not legally binding. We have attempted to provide an accurate translation of the original material in English using Microsoft Word, but due to the nuances in translating to a foreign language, slight differences may exist, and the Inland Valley Development Agency cannot guarantee the accuracy of the converted text. Where there is any question on information on the Agenda or actions to be taken, the English version of this Agenda is always the authoritative version and is available on the Agency's website.**

ORDER OF BUSINESS – CLOSED SESSION

This meeting of the governing Board of the Inland Valley Development Agency will begin with Closed Session Public Comment and Closed Session, immediately followed by the Open Session portion of the meeting.

- **CALL TO ORDER**
- **CLOSED SESSION PUBLIC COMMENT**
- **RECESS TO CLOSED SESSION**

A. CALL TO ORDER / ROLL CALL

B. CLOSED SESSION PUBLIC COMMENT

The Closed Session Public Comment portion of the Inland Valley Development Agency Board meeting is limited to a maximum of three minutes for each speaker and comments will be limited to matters appearing on the Closed Session portion of the agenda. Additional opportunities for further Public Comment will be given during and at the end of the meeting. An additional three minutes will be allotted to those who require translation services.

C. CLOSED SESSION

An announcement is typically made prior to closed session discussions as to the potential for a reportable action at the conclusion of closed session.

- Conference with Legal Counsel pursuant to Gov. Code 54956.9(d) - significant exposure to litigation: one case
- Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8
Property: 105 North Leland Norton Way, San Bernardino CA 92408
Negotiating Parties: Michael Burrows, IVDA Chief Executive Officer and Eric Fletcher, Director, legal and Corporate Affairs, Breeze Airways
Under negotiations: Instructions will be given to the IVDA negotiator concerning availability of property, terms and price.

D. REPORT ON CLOSED SESSION

Public announcement(s) will be made following closed session if there are any reportable actions taken during closed session.

ORDER OF BUSINESS – OPEN SESSION

- **CALL TO ORDER OPEN SESSION**
- **PLEDGE OF ALLEGIANCE**

E. ITEMS TO BE ADDED OR DELETED

Pursuant to Government Code Section 54954.2, items may be added on which there is a need to take immediate action, and the need for action came to the attention of the Inland Valley Development Agency subsequent to the posting of the agenda.

F. CONFLICT OF INTEREST DISCLOSURE

1. Members shall note agenda item contractors and subcontractors which may require member abstentions due to possible conflicts of interest.

[PRESENTER: Jennifer Farris; PAGE#: 007]

G. INFORMATIONAL ITEMS

It is intended that the following subject matters and their attachments are submitted to the Board members for informational purposes only. No action is required with regard to these items in the form of a receive-and-file motion or otherwise. Members may inquire of staff as to any questions or seek clarifications, but no discussion may ensue other than to place an item on a subsequent agenda for further consideration. In such situations where permissible levels of discussion are conducted, members are reminded that staff has not presented the related contractor and interested parties conflicts of interest disclosures that are typically provided for agenda items for which action is intended to occur. Additionally, questions may arise as to negotiation strategies or other legal issues which are more appropriately addressed in a closed session discussion.

2. Informational Items
 - a. Chief Executive Officer Report **[PRESENTER: Michael Burrows; PAGE#: 014]**
 - b. Report on translation services **[PRESENTER: Michael Lewin; PAGE#: 015]**

H. **BOARD CONSENT ITEMS**

The following consent items are expected to be routine and non-controversial and will be acted upon by the Board at one time unless the Board directs that an item be held for further discussion.

3. Receive Register of Demands – July 12, 2023
[**PRESENTER:** Mark Cousineau; **PAGE#:** 016]
4. Receive and file Cash Report for May 31, 2023, for the Inland Valley Development Agency (IVDA)
[**PRESENTER:** Mark Cousineau; **PAGE#:** 021]
5. Approve Meeting Minutes: June 14, 2023
[**PRESENTER:** Jennifer Farris; **PAGE#:** 024]

I. **BOARD ACTION ITEMS**

6. Consider and adopt Resolution No. 2023-03 of the Inland Valley Development Agency (IVDA) changing the time of the regular meetings of the IVDA Board and amending Resolution No. 2012-22
[**PRESENTER:** Michael Lewin; **PAGE#:** 032]
7. Review status of the Action Plan for the Inland Valley Development Agency (IVDA) through December 31, 2023
[**PRESENTER:** Michael Burrows; **PAGE#:** 038]

J. **ADDED AND DEFERRED ITEMS**

Deferred Items and Items which have been added pursuant to Government Code Section 54954.2 as noted above in Section E.

K. **OPEN SESSION PUBLIC COMMENT**


Anyone who wishes to speak during Open Session Public Comment will be requested to fill out a speaker slip. Prior to speaking, speaker slips should be given to the Clerk of the Board. Public comments for items that are not on the agenda will be limited to three minutes. The three-minute limitation shall apply to each member of the public and cannot be shared with other members of the public. An additional three minutes will be allotted to those who require translation services.

L. **BOARD MEMBER COMMENT**

Board members may make announcements or give brief reports on activities or matters not appearing on the agenda, as well as provide direction to staff relating to matters which may be addressed at this time.

M. **ADJOURNMENT**

Unless otherwise noted, this meeting will be adjourned to the next regularly scheduled meeting of the Inland Valley Development Agency Board, Wednesday, August 9, 2023.

	<p>TO: Inland Valley Development Agency Board</p> <p>DATE: July 12, 2023</p> <p>ITEM NO: 1</p> <p>PRESENTER: Jennifer Farris, Clerk of the Board</p>
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SUBJECT: POSSIBLE CONFLICT OF INTEREST ISSUES FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) BOARD MEETING OF JULY 12, 2023

SUMMARY

This agenda contains recommendations for action relative to certain contractors/principals and their respective subcontractors. Care should be taken by each Board member to review and consider the information provided herein to ensure they are in compliance with applicable conflict of interest laws.

RECOMMENDED ACTION(S)

Receive for information and consideration in accordance with applicable conflict of interest laws.

FISCAL IMPACT

None.

PREPARED BY:	Jennifer Farris
CERTIFIED AS TO AVAILABILITY OF FUNDS:	N/A
APPROVED AS TO FORM AND LEGAL CONTENT:	Michael Lewin
APPROVED BY:	Michael Burrows

BACKGROUND INFORMATION

The potential conflicts information provided in this report is intended to be used as a means for each voting member to verify campaign contributions from their individual campaign records. The following information is considered to be complete only to the best knowledge that has been disclosed to staff by the following listed contractors and in many instances may not be complete as of the date of publication of the agenda. Staff will endeavor to provide updates and supplements to the disclosure information to the extent additional contractor disclosure information becomes known to staff at or prior to each particular meeting time.

In addition to other provisions of law which prohibit Inland Valley Development Agency (IVDA) Board members from having financial interests in the contracts of public agencies, the provisions of California Government Code Section 84308 prohibit individual IVDA Board members from participating in any Board proceeding involving a license, permit, or other entitlement for use pending before the Board, if the individual member has received a contribution of more than two hundred fifty dollars (\$250.00) within the preceding twelve (12) months or for three (3) months following any such Board proceeding, from any person, company or entity who is the subject of the proceeding, including parent-subsidary and certain otherwise related business entities as defined in the California Code of Regulations, Title 2, Division 6, Section 18438.5, or from any person who actively supports or opposes a particular decision in the proceeding and who has a financial interest in such decision, as defined in California Government Code Section 87103.

The restrictions of Government Code Section 84308 do not apply if the individual member returns the contribution within thirty (30) days from the time he or she knows, or should have known, about the contribution and the proceeding.

This agenda contains recommendations for action relative to the following contractors/principals and their respective subcontractors (as informed to IVDA staff by the Principals):

<u>Agenda</u>	<u>Contractors/Tenants</u>	<u>Subcontractors/Subtenants</u>
<u>Item No.</u>		

THERE WILL BE NO ITEMS PRESENTED AT THIS MEETING RELATING TO CONTRACTORS, TENANTS, SUBCONTRACTORS, SUBTENANTS, ETC.

Attachments:

1. California Government Code §§ 84308 and 87103
2. California Code of Regulations, Title 2, Division 6, §18438.5

CALIFORNIA CODES
GOVERNMENT CODE
SECTION 84308

84308. (a) The definitions set forth in this subdivision shall govern the interpretation of this section.

(1) "Party" means any person who files an application for, or is the subject of, a proceeding involving a license, permit, or other entitlement for use.

(2) "Participant" means any person who is not a party but who actively supports or opposes a particular decision in a proceeding involving a license, permit, or other entitlement for use and who has a financial interest in the decision, as described in Article 1 (commencing with Section 87100) of Chapter 7. A person actively supports or opposes a particular decision in a proceeding if he or she lobbies in person the officers or employees of the agency, testifies in person before the agency, or otherwise acts to influence officers of the agency.

(3) "Agency" means an agency as defined in Section 82003 except that it does not include the courts or any agency in the judicial branch of **government**, local governmental agencies whose members are directly elected by the voters, the Legislature, the Board of Equalization, or constitutional officers. However, this section applies to any person who is a member of an exempted agency but is acting as a voting member of another agency.

(4) "Officer" means any elected or appointed officer of an agency, any alternate to an elected or appointed officer of an agency, and any candidate for elective office in an agency.

(5) "License, permit, or other entitlement for use" means all business, professional, trade and land use licenses and permits and all other entitlements for use, including all entitlements for land use, all contracts (other than competitively bid, labor, or personal employment contracts), and all franchises.

(6) "Contribution" includes contributions to candidates and committees in federal, state, or local elections.

(b) No officer of an agency shall accept, solicit, or direct a contribution of more than two hundred fifty dollars (\$250) from any party, or his or her agent, or from any participant, or his or her agent, while a proceeding involving a license, permit, or other entitlement for use is pending before the agency and for three months following the date a final decision is rendered in the proceeding if the officer knows or has reason to know that the participant has a financial interest, as that term is used in Article 1 (commencing with Section 87100) of Chapter 7. This prohibition shall apply regardless of whether the officer accepts, solicits, or directs the contribution for himself or herself, or on behalf of any other officer, or on behalf of any candidate for office or on behalf of any committee.

(c) Prior to rendering any decision in a proceeding involving a license, permit or other entitlement for use pending before an agency, each officer of the agency who received a contribution within the preceding 12 months in an amount of more than two hundred fifty dollars (\$250) from a party or from any participant shall disclose that fact on the record of the proceeding. No officer of an agency shall make, participate in making, or in any way attempt to use his

or her official position to influence the decision in a proceeding involving a license, permit, or other entitlement for use pending before the agency if the officer has willfully or knowingly received a contribution in an amount of more than two hundred fifty dollars (\$250) within the preceding 12 months from a party or his or her agent, or from any participant, or his or her agent if the officer knows or has reason to know that the participant has a financial interest in the decision, as that term is described with respect to public officials in Article 1 (commencing with Section 87100) of Chapter 7.

If an officer receives a contribution which would otherwise require disqualification under this section, returns the contribution within 30 days from the time he or she knows, or should have known, about the contribution and the proceeding involving a license, permit, or other entitlement for use, he or she shall be permitted to participate in the proceeding.

(d) A party to a proceeding before an agency involving a license, permit, or other entitlement for use shall disclose on the record of the proceeding any contribution in an amount of more than two hundred fifty dollars (\$250) made within the preceding 12 months by the party, or his or her agent, to any officer of the agency. No party, or his or her agent, to a proceeding involving a license, permit, or other entitlement for use pending before any agency and no participant, or his or her agent, in the proceeding shall make a contribution of more than two hundred fifty dollars (\$250) to any officer of that agency during the proceeding and for three months following the date a final decision is rendered by the agency in the proceeding. When a closed corporation is a party to, or a participant in, a proceeding involving a license, permit, or other entitlement for use pending before an agency, the majority shareholder is subject to the disclosure and prohibition requirements specified in subdivisions (b), (c), and this subdivision.

(e) Nothing in this section shall be construed to imply that any contribution subject to being reported under this title shall not be so reported.

CALIFORNIA CODES
GOVERNMENT CODE
SECTION 87103

87103. A public official has a financial interest in a decision within the meaning of Section 87100 if it is reasonably foreseeable that the decision will have a material financial effect, distinguishable from its effect on the public generally, on the official, a member of his or her immediate family, or on any of the following:

(a) Any business entity in which the public official has a direct or indirect investment worth two thousand dollars (\$2,000) or more.

(b) Any real property in which the public official has a direct or indirect interest worth two thousand dollars (\$2,000) or more.

(c) Any source of income, except gifts or loans by a commercial lending institution made in the regular course of business on terms available to the public without regard to official status, aggregating five hundred dollars (\$500) or more in value provided or promised to, received by, the public official within 12 months prior to the time when the decision is made.

(d) Any business entity in which the public official is a director, officer, partner, trustee, employee, or holds any position of management.

(e) Any donor of, or any intermediary or agent for a donor of, a gift or gifts aggregating two hundred fifty dollars (\$250) or more in value provided to, received by, or promised to the public official within 12 months prior to the time when the decision is made. The amount of the value of gifts specified by this subdivision shall be adjusted biennially by the commission to equal the same amount determined by the commission pursuant to subdivision (f) of Section 89503.

For purposes of this section, indirect investment or interest means any investment or interest owned by the spouse or dependent child of a public official, by an agent on behalf of a public official, or by a business entity or trust in which the official, the official's agents, spouse, and dependent children own directly, indirectly, or beneficially a 10-percent interest or greater.

(Regulations of the Fair Political Practices Commission, Title 2, Division 6, California Code of Regulations.)

§ 18438.5. Aggregated Contributions Under Section 84308.

For purposes of Section 84308:

(a) Notwithstanding the provisions of Regulation 18215.1, to determine whether a contribution of more than \$250 has been made by any party to a proceeding, contributions made by a party's parent, subsidiary, or otherwise related business entity, (as those relationships are defined in subdivision (b) below), shall be aggregated and treated as if received from the party for purposes of the limitations and disclosure provisions of Section 84308.

(b) Parent, Subsidiary, Otherwise Related Business entity, defined.

(1) Parent-subsidiary. A parent-subsidiary relationship exists when one corporation has more than 50 percent of the voting power of another corporation.

(2) Otherwise related business entity. Business entities, including corporations, partnerships, joint ventures and any other organizations and enterprises operated for profit, which do not have a parent-subsidiary relationship are otherwise related if any one of the following three tests is met:

(A) One business entity has a controlling ownership interest in the other business entity.

(B) There is shared management and control between the entities. In determining whether there is shared management and control, consideration should be given to the following factors:

(i) The same person or substantially the same person owns and manages the two entities;

(ii) There are common or commingled funds or assets;

(iii) The business entities share the use of the same offices or employees, or otherwise share activities, resources or personnel on a regular basis;

1 (iv) There is otherwise a regular and close working relationship between the entities; or

2 (C) A controlling owner (50% or greater interest as a shareholder or as a general partner)

3 in one entity also is a controlling owner in the other entity.

4 Note: Authority cited: Section 83112, Government Code. Reference: Section 84308,

5 Government Code.

6 HISTORY

7 1. New section filed 5-26-2006; operative 6-25-2006. Submitted to OAL for filing pursuant to

8 *Fair Political Practices Commission v. Office of Administrative Law*, 3 Civil C010924,

9 California Court of Appeal, Third Appellate District, nonpublished decision, April 27, 1992

10 (FPPC regulations only subject to 1974 Administrative Procedure Act rulemaking requirements

11 and not subject to procedural or substantive review by OAL) (Register 2006, No. 21). For prior

12 history of section 18438.5, see Register 85, No. 8.

13 2. Amendment filed 8-12-2014; operative 9-11-2014 pursuant to title 2, section 18312(e)(1) of


14 the California Code of Regulations. Submitted to OAL for filing and printing pursuant to *Fair*

15 *Political Practices Commission v. Office of Administrative Law*, 3 Civil C010924, California

16 Court of Appeal, Third Appellate District, nonpublished decision, April 27, 1992 (FPPC

17 regulations only subject to 1974 Administrative Procedure Act rulemaking requirements and not

18 subject to procedural or substantive review by OAL) (Register 2014, No. 33).

	<p>TO: Inland Valley Development Agency Board</p> <p>DATE: July 12, 2023</p> <p>ITEM NO: 2a</p> <p>PRESENTER: Michael Burrows, Chief Executive Officer</p>
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SUBJECT: INFORMATIONAL ITEMS – CHIEF EXECUTIVE OFFICER REPORT

SUMMARY

An oral report will be provided at the time of the meeting.

PREPARED BY:	Michelle Casey
CERTIFIED AS TO AVAILABILITY OF FUNDS:	N/A
APPROVED AS TO FORM AND LEGAL CONTENT:	N/A
FINAL APPROVAL:	Michael Burrows

BACKGROUND INFORMATION

None.

Attachments:

1. None.



TO: Inland Valley Development Agency Board

DATE: July 12, 2023

ITEM NO: 2b

PRESENTER: Michael Lewin, General Counsel

SUBJECT: REPORT ON TRANSLATION SERVICES

SUMMARY

An oral report will be provided at the time of the meeting.

PREPARED BY:	Michelle Casey
CERTIFIED AS TO AVAILABILITY OF FUNDS:	N/A
APPROVED AS TO FORM AND LEGAL CONTENT:	N/A
FINAL APPROVAL:	Michael Burrows

BACKGROUND INFORMATION

None.

Attachments:

1. None.



TO: Inland Valley Development Agency Board

DATE: July 12, 2023

ITEM NO: 3

PRESENTER: Mark Cousineau, Director of Finance

SUBJECT: RECEIVE REGISTER OF DEMANDS - JULY 12, 2023

SUMMARY

Inland Valley Development Agency's (IVDA) Register of Demands.

RECOMMENDED ACTION(S)

Receive for information.

FISCAL IMPACT

Disbursements for amounts due in June 2023.

PREPARED BY:	Mark Cousineau
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Mark Cousineau
APPROVED AS TO FORM AND LEGAL CONTENT:	N/A
FINAL APPROVAL:	Michael Burrows

BACKGROUND INFORMATION

Total disbursement activities for June 2023 amount to \$274,601.73 that include the following.

- **Professional Services:** Allawos & Company LLC; California Strategies & Advocacy LLC; CJMC Holdings LLC; Coffman Engineers, Inc.; Cohoe Engineering; Desmond & Louis Inc., Empower UAV UAS Inc.; Imagine Systems Inc.; John Richards & Associates; Ludwig Engineering Associates Inc.; Mirau Edwards Cannon Lewin & Tooke LLP; Right Energy Group; Rosenow Spevacek Group Inc.; and Zenaida Global were paid \$86,460.62.
- **Capital Projects Cost:** AEC Moreno Corporation; Budget Blinds; City of Highland; and RailPros Inc. were paid \$82,537.84.
- **Utilities:** Burrtec Waste Industries Inc., City of SB Water Department, Southern California Edison, and The Gas Company were paid \$46,467.52
- **Employees Benefits:** Landmark Healthplan of California Inc. and United World Life Insurance Co. were paid \$12,074.46.

Attachments:

1. Register of Demands for the July 12, 2023 Board Meeting.
2. Visa Breakdown - May 2023.

***Inland Valley Development Agency
Register of Demands for Board Meeting
July 12, 2023***

Line	Company Name	Description	Amount
1	A/C Mechanical Inc.	HVAC services, repairs, and parts	623.00
2	AEC Moreno Corp	Building 58 Improvement Project	45,429.00
3	Ali'i Marketing & Design	Brochure designing for UAS Center	300.00
4	Allawos & Company LLC	Professional consulting services - UAS Center at SBD	4,050.00
5	Alsco Inc.	Mat maintenance	434.68
6	Amazon Capital Services Inc.	Supplies and IT equipment	1,269.51
7	Amtech Elevator Services	Maintenance and inspections for elevator at DFAS I	2,200.00
8	Budget Blinds	Window coverings for Building 48 office windows	4,533.04
9	Burrtec Waste Industries Inc.	Refuse services	136.68
10	C & A Janitorial Services	Janitorial services	16,591.21
11	California Strategies & Advocacy LLC	Professional lobbying and related consulting services	5,000.00
12	CDW - Government Inc.	IT equipment	2,797.38
13	CED-Consolidated Electrical Distributors	Electrical supplies	26.10
14	Cherrie Nguyen	Reimbursement for education and training	1,500.00
15	City of Highland	EDA Grant match 07-01-07145	30,977.58
16	City of SB Water Department	Water and sewer services	20,501.07
17	CJMC Holdings LLC	Professional services - consulting capital projects	2,400.00
18	Coffman Engineers, Inc.	Consulting services for Hydrogen Grant Application	13,530.00
19	Cohoe Engineering	Professional services - consulting capital projects	2,764.16
20	Control Air Enterprises LLC	Access assistance to WEBCTRL 5.2	350.00
21	Corodata Shredding Inc.	Paper shredding supplies and services	42.95
22	Desmond & Louis Inc.	Professional event services agreement for marketing and media	4,000.00
23	Dib's Safe & Lock Service	Key and lock services	8.59
24	EMCOR Services	VFD T/S & Programming for HVAC	1,667.00
25	Empower UAV UAS Inc.	Professional service agreement for drone pilot certification	7,500.00
26	Event Design Lab	Live streaming services for meeting	800.00
27	Frank's Fence & Supply Co., Inc.	Wrought iron fence poles	189.88
28	Imagine Systems Inc.	IT consulting services	7,499.96
29	Inmark / Precision Signs	Board room name plates for new members / staff	54.92
30	John Richards	Consulting services for accounting information system	1,500.00
31	K&L Hardware and Plumbing Supply Inc	Maintenance, tools, and supplies	44.13
32	Landmark Healthplan of California Inc.	Employee group benefits - chiropractic services	749.21
33	Ludwig Engineering Associates Inc.	Professional civil engineering on-call services	62.00
34	Mirau Edwards Cannon Lewin & Tooke LLP	Professional services - legal	6,780.00
35	Quench USA, Inc.	Water purification system for Building 48	232.73
36	RailPros Inc.	Professional agreement to provide support for the conceptual design and development of a potential rail line to SBD Airport	1,598.22
37	Reyes Single Ply Roofing Masters Corp.	Roof repairs for DFAS 1	834.24
38	Right Energy Group	Inland Port programs agreement	3,000.00

***Inland Valley Development Agency
Register of Demands for Board Meeting
July 12, 2023***

Line	Company Name	Description	Amount
39	Rosenow Spevacek Group Inc. (RSG)	Professional services - consulting	3,340.00
40	San Bernardino Municipal Water Dept	Wastewater treatment charges	8,041.72
41	Southern California Edison	Electricity	16,547.65
42	Staples Contract & Commercial LLC	Office supplies and misc. supplies	6,035.48
43	The Gas Company	Gas services	1,240.40
44	Toshiba Business Solutions	Maintenance for office equipment for Building 48	618.87
45	United World Life Insurance Co	Employee group benefits - life insurance	11,325.25
46	Visa	Office supplies, travel and other misc. charges	10,440.62
47	Zenaida Global	Professional consulting services - UAS Center at SBD	25,034.50
			<u>274,601.73</u>

VISA Breakdown

May 2023

IVDA

Line	Description	Vendor	Dept.	Amount
1	Secure HR fax line	Interfax	HR	9.50
2	Project Management webinar for Issa Massou due from SBIAA	SkillPath National	Development	399.00
3	Employee engagement items for Municipal Clerks Week	Smart & Final	COB	5.16
4	Employee engagement items for Municipal Clerks Week	Smart & Final	COB	205.70
5	Records Management Webinar	International Institute of Municipal Clerks	COB	60.00
6	Records Management Webinar	International Institute of Municipal Clerks	COB	60.00
7	Records Management Webinar	International Institute of Municipal Clerks	COB	60.00
8	Furniture for UAS Trailer	Amazon	UAS	164.14
9	Handheld radios for UAS Trailer	Two Way Radio	UAS	659.80
10	Furniture for UAS Trailer	Amazon	UAS	264.04
11	Refrigerator for UAS Trailer	The Home Depot	UAS	304.04
12	UAS branded apparel	Unity	UAS	259.37
13	Service fee	South Coast AQMD	Admin	3.40
14	Hot Spots' program fee	South Coast AQMD	Admin	153.23
15	Seminar for SHRM with IE Chapter	IE SHRM	HR	45.00
16	SHRM membership renewal	SHRM	HR	244.00
17	SHRM membership renewal	SHRM	HR	244.00
18	Incentives for employee engagement	Target	HR	85.66
19	Monthly subscription fee for financial software	Intuit QuickBooks	Finance	727.13
20	Light bulbs and electrical supplies for Building 48	1000Bulbs	Admin	123.17
21	LED driver 24V 10-100W for Building 48	1000Bulbs	Admin	78.26
22	Contribution agency dial-in line	FreeConferenceCall	Admin	10.00
23	Contribution agency dial-in line	FreeConferenceCall	Admin	10.00
24	Contribution agency dial-in line	FreeConferenceCall	Admin	10.00
25	Materials handling for Xponential 2023	Freeman	UAS	106.40
26	Materials handling for Xponential 2023	Freeman	UAS	106.40
27	Credit - materials handling for Xponential 2023	Freeman	UAS	(106.40)
28	Space heater for executive office	Amazon	Admin	39.12
29	Reimbursed transaction for snacks purchased for employee sponsored snack bar	Smart & Final	Admin	88.25
30	Hospitality for Technical Advisory Committee (due from SBIAA)	Corner Bakery	Admin	250.00
31	Episci Drone Demo for Kim Benson	Residence Inn	UAS	198.31
32	EpiSci Drone Demo for Terry Parish	Residence Inn	UAS	191.88
33	Catering at AUVSI Expo Conference	Colorado CC Cater	UAS	3,718.90
34	Hospitality for EpiSci Drone Demo	Stater Bros	UAS	59.98
35	Hospitality for EpiSci Drone Demo	Jersey Mike's	UAS	69.65
36	Hospitality for EpiSci Drone Demo	Corner Bakery	UAS	110.00
37	Hotel for Jason Ramos for AUVSI Expo Conference	Courtyard by Marriott	UAS	1,360.53
38	Parking at ONT Airport for AUVSI Expo	ONT Airport	Admin	63.00
				\$ 10,440.62
	VISA Statement Balance			\$ 10,440.62
	Date Prepared: 06/26/2023			



TO: Inland Valley Development Agency Board

DATE: July 12, 2023

ITEM NO: 4

PRESENTER: Mark Cousineau, Director of Finance

SUBJECT: RECEIVE AND FILE CASH REPORT FOR MAY 31, 2023 FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA)

SUMMARY

Submitted for your consideration is the IVDA's monthly cash reconciliation report.

RECOMMENDED ACTION(S)

Receive and file Cash Report for May 31, 2023 for the Inland Valley Development Agency (IVDA).

FISCAL IMPACT

None.

PREPARED BY:	Mark Cousineau
CERTIFIED AS TO AVAILABILITY OF FUNDS:	N/A
APPROVED AS TO FORM AND LEGAL CONTENT:	N/A
FINAL APPROVAL:	Michael Burrows

BACKGROUND INFORMATION

Attached is the Cash Report for May 31, 2023, for the Inland Valley Development Agency. The total book value of Cash, Investments, and Investments Held with Fiscal Agent accounts is \$36,181,003.23 on May 31, 2023. Banks' statements reflect \$36,268,666.87. The difference in totals is due to the outstanding checks on May 31, 2023.

If you have any questions about this report, please contact me at (909) 382-4100 extension 141.

Attachments:

1. Cash Report for May 31, 2023.

Inland Valley Development Agency

Cash Report

May 31, 2023

IVDA JPA CASH

<u>Cash</u>	Balance 04/30/23	Activities	Balance 05/31/23
<i>MMKT/ Savings Account - CHASE Bank</i>	2,830,421.12	127.03	2,830,548.15
<i>Checking Account - CHASE Bank</i>	1,749,762.48	565,251.55	2,315,014.03
Deposits In Transit:			
Beginning	100.65	(100.65)	-
Ending		852.94	852.94
Outstanding Checks:			
Beginning	(237,387.99)	237,387.99	-
Ending		(88,516.58)	(88,516.58)
<i>Payroll Account - CHASE Bank</i>	1,951.87	6,101.94	8,053.81
Outstanding Checks:			
Beginning	-	-	-
Ending	-	-	-
<i>BRORF Account - CHASE Bank</i>	4,803,731.73	215.59	4,803,947.32
<i>Cash with Fiscal Agent- MECLT Trust</i>	1,071,305.38	(393,392.09)	677,913.29
Subtotal	10,219,885.24	327,927.72	10,547,812.96
<u>Investments</u>			
<i>Local Agency Investment Funds - Regular Account</i>	76,290.26	-	76,290.26
<i>Local Agency Investment Funds - Bond Account</i>	122,231.15	-	122,231.15
Total	198,521.41	-	198,521.41
Subtotal JPA Cash & Investments	10,418,406.65	327,927.72	10,746,334.37

IVDA SUCCESSOR AGENCY CASH

<i>RORF Account -CHASE Bank</i>	360,573.32	8,423,268.00	8,783,841.32
<u>Investments Held With Fiscal Agent</u>			
Special Fund - US Bank - 2014 series	9.12	-	9.12
Interest Account - US Bank - 2014 series	-	-	-
<i>Reserve Account- US Bank - 2014 series</i>	16,650,675.31	68.43	16,650,743.74
<i>Principal Account - US Bank- 2014 series</i>	-	-	-
<i>2011 Project Fund - US Bank - 2014 series</i>	74.68	-	74.68
Subtotal SA Cash & Investments	17,011,332.43	8,423,336.43	25,434,668.86
Total Cash and Investments	\$ 27,429,739.08	8,751,264.15	\$ 36,181,003.23

I certify that this report accurately reflects all cash and investments for the above period and all the investment is in compliance with Inland Valley Development Agency's Investment policy. IVDA shall be able to meet it's expenditure requirement for next six month.



Mark Cousineau, Director of Finance



TO: Inland Valley Development Agency Board

DATE: July 12, 2023

ITEM NO: 5

PRESENTER: Jennifer Farris, Clerk of the Board

SUBJECT: APPROVE MEETING MINUTES: JUNE 14, 2023

SUMMARY

Submitted for consideration and approval by the IVDA Board: Meeting minutes of the regular meeting held Wednesday, June 14, 2023.

RECOMMENDED ACTION(S)

Approve meeting minutes of the regular meeting held June 14, 2023.

FISCAL IMPACT

None.

PREPARED BY:	Jennifer Farris
CERTIFIED AS TO AVAILABILITY OF FUNDS:	N/A
APPROVED AS TO FORM AND LEGAL CONTENT:	N/A
FINAL APPROVAL:	Michael Burrows

BACKGROUND INFORMATION

None.

Attachments:

1. June 14, 2023 meeting minutes.

INLAND VALLEY DEVELOPMENT AGENCY

REGULAR MEETING BOARD ACTIONS

WEDNESDAY, JUNE 14, 2023

3:00 P.M. (Closed Session, immediately followed by Open Session)

MAIN AUDITORIUM – Norton Regional Event Center – 1601 East Third Street, San Bernardino, CA



A regional joint powers authority dedicated to the reuse of Norton Air Force Base
for the economic benefit of the East Valley

Board Members

City of Colton

Mayor Frank Navarro	Present
Councilmember John Echevarria	Present
VACANT	

City of Loma Linda

Mayor Phillip Dupper, Chairperson	Absent
Councilmember Rhodes Rigsby	Absent
Councilmember John Lenart (alt)	Present

County of San Bernardino

Supervisor Joe Baca, Jr.	Present
Supervisor Jesse Armendarez	Absent
Supervisor Dawn Rowe (alt)	Absent

City of San Bernardino

Mayor Helen Tran	Present
Councilmember Juan Figueroa	Present
Councilmember Sandra Ibarra	Present (arrived at 3:16 p.m.)
Mayor Pro Tem Fred Shorett (alt)	Present (in the audience)

Staff Members and Others Present

Michael Burrows, Chief Executive Officer	Michael Lewin, Legal Counsel, Mirau, Edwards, Cannon, Lewin, & Tooke, LLP
Mark Cousineau, Director of Finance	Catherine Pritchett, Director of Administration
Jeff Barrow, Director of Development	Jennifer Rodriguez, Deputy Clerk of the Board
Jonathan Galvan, Airport Manager	Jennifer Farris, Clerk of the Board

The Regular Meeting of the Inland Valley Development Agency Board was called to order by Vice-Chairperson Frank Navarro at approximately 3:00 p.m. on Wednesday, June 14, 2023 in the Main Auditorium of the Norton Regional Event Center, 1601 East Third Street, San Bernardino, California.

A. **CALL TO ORDER / ROLL CALL**

Roll call was duly noted and recorded.

Members of the Board and the public joined Councilmember John Lenart in the Pledge of Allegiance.

B. **CLOSED SESSION PUBLIC COMMENT**

There was no closed session public comment.

C. **CLOSED SESSION**

Vice-Chairperson Frank Navarro recessed to closed session at 3:01 p.m. Mr. Michael Lewin, Mirau, Edwards, Cannon, Lewin & Tooke, LLP, read the closed session items as posted on the Agenda.

- a. Conference with Labor Negotiators Pursuant to Government Code Section 54957.6.

The IVDA Board will meet with its duly designated representative to discuss salaries, salary schedules and compensation, and fringe benefits payable to the following non-represented positions specified by title.

Negotiating for IVDA: Chairperson Phillip Dupper
Position Title: Chief Executive Officer

D. **REPORT ON CLOSED SESSION**

Vice-Chairperson Frank Navarro reconvened the meeting at 3:37 p.m. Vice-Chairperson Navarro asked Mr. Michael Lewin, Legal Counsel, Mirau, Edwards, Cannon, Lewin & Tooke, LLP if there were any reportable items. Mr. Lewin reported that there were none.

E. **ITEMS TO BE ADDED OR DELETED**

There were no items to be added or deleted.

F. **CONFLICT OF INTEREST DISCLOSURE**

1. Vice-Chairperson Frank Navarro stated Board members should note the item(s) listed which might require member abstentions.

There were no conflicts noted.

G. **INFORMATIONAL ITEMS**

Mr. Michael Burrows, Chief Executive Officer, presented the following informational items.

2. Informational Items
 - a. Chief Executive Officer Report
 - b. Airport Gateway Specific Plan (AGSP) Status
 - c. Consider and discuss changing the meeting time of the regular Inland Valley Development Agency (IVDA) Board meetings
 - d. Report on potential translation services
- 2b. Mr. Michael Burrows, Chief Executive Officer, reported that the Draft Program Environmental Impact Report (PEIR) was published in December 2022 and because of this, the environmental team is continuing to analyze the air quality studies. He further noted that the IVDA is coordinating with the air quality districts and the California Air Resources Board (CARB) on review of the technical data and whether it needs to be updated. After review, the Board and all interested parties will receive a report of the findings.
- 2c. Mr. Michael Lewin, Legal Counsel, provided a brief report on changing the Regular IVDA Board meetings from 3:00 p.m. to 5:00 p.m., the second Wednesdays of each month.

Board Members Baca, Echevarria, Figueroa, Ibarra, Lenart, and Navarro voted to agendize an item in July to change the meeting time of the Regular Inland Valley Development Agency (IVDA) Board from 3:00 P.M. to 5:00 P.M. Board Member Tran voted nay on moving forward with the item.
- 2d. Mr. Michael Lewin, Legal Counsel, provided a brief report on Staffs research regarding translation services.

With the consensus of the Board, Vice-Chairperson Frank Navarro requested staff to translate the regular IVDA Agendas to Spanish moving forward.

Additionally, Board Members requested that staff further research in-person Spanish translation services used by the City of San Bernardino as well as other entities and report back with findings.

H. **BOARD CONSENT ITEMS**

3. Receive Register of Demands – June 14, 2023
4. Receive and file Cash Report for April 30, 2023, for the Inland Valley Development Agency (IVDA)
5. Approve the filing of a Notice of Completion with AEC Moreno, Corporation for the Building 58 Improvements Project and authorize the release of retained funds
6. Award a contract to C-Below, Inc. for underground utility search services for the Sterling Avenue Upgrade Project in an amount not to exceed \$26,270.00
7. Approve Meeting Minutes: May 10, 2023

ACTION: Approve Agenda Item Nos. 3-7 of the Consent Calendar.

RESULT: **ADOPTED [UNANIMOUSLY]**

MOTION/SECOND: Baca / Tran

AYES: Baca, Echevarria, Figueroa, Ibarra, Lenart, Navarro, and Tran.

NAYS: None.

ABSTENTIONS: None.

ABSENT: None.

I. **BOARD ACTION ITEMS**

8. Consider and discuss a report on annual business plan program

Mr. Michael Burrows, Chief Executive Officer, introduced Ms. Jennifer Rodriguez, Deputy Clerk of the Board, who presented an ESRI ArcGIS Story Map of the Agency's 2022 Business Plan Update; available at <https://arcg.is/11ya9K>.

This item was for discussion purposes only; no formal action was taken.

ACTION: Consider and discuss a report on the Annual Business Plan progress.

9. Consider and adopt the Inland Valley Development Agency (IVDA) Successor Agency budget for Fiscal Year 2023-2024

Mr. Mark Cousineau, Director of Finance, referenced a presentation entitled "FY 2023/2024 Proposed Annual Budget – IVDA Successor Agency ("SA")" (as contained on pages 064-067 in the Agenda Packet). Mr. Cousineau next referenced the Successor Agency Proposed Budget Fiscal Year 2023-24.

ACTION: Consider and adopt the Inland Valley Development Agency (IVDA) Successor Agency Budget for Fiscal Year 2023-2024.

RESULT: **ADOPTED [UNANIMOUSLY]**
MOTION/SECOND: Baca / Tran
AYES: Baca, Echevarria, Figueroa, Ibarra, Lenart, Navarro, and Tran.
NAYS: None.
ABSTENTIONS: None.
ABSENT: None.

10. Consider and adopt the Inland Valley Development Agency (IVDA) Joint Powers Authority budget for Fiscal Year 2023-2024

Mr. Mark Cousineau, Director of Finance, referenced a presentation entitled "FY 2023/2024 Proposed Annual Budget – IVDA Joint Powers Authority" (as contained on pages 072-076 in the Agenda Packet). Mr. Cousineau next provided a detailed overview of the proposed budget.

ACTION: Consider and adopt the Inland Valley Development Agency (IVDA) Joint Powers Authority Budget for Fiscal Year 2023-2024.

RESULT: **ADOPTED [UNANIMOUSLY]**
MOTION/SECOND: Tran / Baca
AYES: Baca, Echevarria, Figueroa, Ibarra, Lenart, Navarro, and Tran.
NAYS: None.
ABSTENTIONS: None.
ABSENT: None.

11. Approve certain Professional Services Agreements for Fiscal Year 2023-2024

Mr. Mark Cousineau, Director of Finance, provided a brief report on Agenda Item No. 11.

ACTION: Approve certain Professional Services Contracts with various firms for Fiscal Year 2023-2024; and authorize the Chief Executive Officer to execute all related documents.

RESULT: **ADOPTED [UNANIMOUSLY]**
MOTION/SECOND: Ibarra / Tran
AYES: Baca, Echevarria, Figueroa, Ibarra, Lenart, Navarro, and Tran.
NAYS: None.
ABSTENTIONS: None.
ABSENT: None.

12. Approve award of a multi-year contract with Therma, LLC in an amount not to exceed \$308,447.00 for preventative maintenance of Heating, Ventilation, and Air Conditioning (HVAC) system for certain Inland Valley Development Agency (IVDA) owned buildings

Mr. Jonathan Galvan, Airport Manager, provided a brief report on Agenda Item No. 12.

ACTION: Approve a two (2)-year contract with two (2)-each, one (1)-year extension options with Therma, LLC in an amount not to exceed \$308,447.00 over a four (4) year period for preventative maintenance of Heating, Ventilation, and Air Conditioning (HVAC) systems on certain Inland Valley Development Agency (IVDA) owned buildings; and authorize the Chief Executive Officer to execute all related documents.

RESULT: **ADOPTED [UNANIMOUSLY]**

MOTION/SECOND: Baca / Tran

AYES: Baca, Echevarria, Figueroa, Ibarra, Lenart, Navarro, and Tran.

NAYS: None.

ABSTENTIONS: None.

ABSENT: None.

13. Review status of the action Plan for the Inland Valley Development Agency (IVDA) through June 30, 2023.

Mr. Michael Burrows, Chief Executive Officer, referenced a PowerPoint presentation entitled "June, 2023-IVDA Focal Areas" (as contained on pages 162-164 in the Agenda Packet) and provided a brief report.

This item was for discussion purposes only; no formal action was taken.

ACTION: Review the Action Plan for the Inland Valley Development Agency through June 30, 2023.

J. ADDED AND DEFERRED ITEMS

There were no items to be added or deferred.

K. OPEN SESSION PUBLIC COMMENT

A few local residents and community representatives expressed their concerns to the Board regarding the Airport Gateway Specific Plan (AGSP). Public speakers noted concerns which pertained to potential air quality impacts, insufficient information distributed to the public regarding the plan, possible relocation, and the need for Spanish translation services at the IVDA Board meetings and for published Agendas.

L. BOARD MEMBER COMMENT

Mayor Tran asked for clarification if the Airport Gateway Specific Plan causes residents to be relocated and who should residents go to submit comments regarding the relocation plan. Mr. Michael Burrows, Chief Executive Officer, clarified that the current draft EIR that has been circulated calls for a requirement for each project proponent to file and complete a relocation plan. However, the City of Highland does not believe that this is an appropriate requirement. Due to that feedback, the IVDA has been working with the City of Highland on alternatives so the relocation component can be retained. Mayor Tran further inquired about who residents should contact regarding any eviction notices. Mr. Burrows clarified that the IVDA does not receive eviction notices in connection with owners selling private property and those residents should go to their respective cities regarding those notifications. Mr. Burrows went on to state that the IVDA does not have land use authority and does not issue project approvals within the city's jurisdiction.

M. <u>ADJOURNMENT</u>

There being no further business before the Board at this session, Vice-Chairperson Frank Navarro declared the meeting adjourned at 5:10 p.m.

Approved at a Regular Meeting of the Inland Valley Development Agency Board on July 12, 2023.

Jennifer Farris
Clerk of the Board



TO: Inland Valley Development Agency Board

DATE: July 12, 2023

ITEM NO: 6

PRESENTER: Michael Lewin, Legal Counsel

SUBJECT: CONSIDER AND ADOPT RESOLUTION NO. 2023-03 OF THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) CHANGING THE TIME OF THE REGULAR MEETINGS OF THE IVDA BOARD AND AMENDING RESOLUTION NO. 2012-22

SUMMARY

In order to more efficiently fulfill the responsibilities of the IVDA Board, it is appropriate to adopt Resolution No. 2023-03, changing the time of the regular meetings of the IVDA Board and amending Resolution No. 2012-22.

RECOMMENDED ACTION(S)

Consider and adopt Resolution No. 2023-03 of the Inland Valley Development Agency (IVDA) changing the time of the regular meetings of the IVDA Board and amending Resolution No. 2012-22.

FISCAL IMPACT

None.

PREPARED BY:	Jennifer Rodriguez
CERTIFIED AS TO AVAILABILITY OF FUNDS:	N/A
APPROVED AS TO FORM AND LEGAL CONTENT:	Michael Lewin
FINAL APPROVAL:	Michael Burrows

BACKGROUND INFORMATION

On January 24, 1990, the Inland Valley Development Agency (IVDA) adopted Resolution No. 90-1, fixing the date, hour, and place of the regular meetings. On January 11, 2012, the IVDA Board adopted Resolution No. 2012-01, amending Resolution No. 90-1. On January 25, 2012, the IVDA Board adopted Resolution No. 2012-02, amending Resolution No. 2012-01. On May 23, 2012, the IVDA Board adopted Resolution No. 2012-08, amending Resolution No. 2012-02. On August 22, 2012, the IVDA Board adopted Resolution No. 2012-17, amending Resolution No. 2012-08.

On December 12, 2012, the IVDA Board adopted Resolution No. 2012-22, changing the date and time of the regular meetings of the IVDA Board and amending resolution No. 2012-17.

Pursuant to the provisions of the Joint Powers Agreement of the IVDA, a resolution of the governing body must be adopted fixing the date, time, and place of the regular meetings of the Board. Provided herewith for your consideration is Resolution No. 2023-03, the adoption of which would change the time of the regular meetings of the IVDA Board as follows:

DATE: Second (2nd) Wednesday of each month

TIME: 5:00 p.m.

LOCATION: Norton Regional Event Center
1601 E. Third Street
San Bernardino, CA 92408

Attachments:

1. Draft Resolution No. 2023-03.

RESOLUTION NO. 2023-03

**RESOLUTION OF INLAND VALLEY DEVELOPMENT AGENCY (IVDA)
CHANGING THE TIME OF THE REGULAR MEETINGS OF THE IVDA BOARD
AND AMENDING RESOLUTION NO. 2012-22**

WHEREAS, the Inland Valley Development Agency (the “IVDA”) is a joint powers authority created pursuant to Government Code Sections 6500, et seq., established in January 1990 pursuant to that certain Amended Joint Exercise of Powers Agreement (Inland Valley Development Agency), dated as of February 12, 1990, by and among the City of San Bernardino, the City of Colton, the City of Loma Linda and the County of San Bernardino, as amended (the “Agreement”); and

WHEREAS, Section 2.07(a) of the Agreement requires the IVDA Board, as the governing body of the IVDA, to fix the date, time and place of the holding of the regular meetings of the Board by resolution; and

WHEREAS, on January 24, 1990, the governing body of the IVDA adopted Resolution No. 90-1 fixing the date, time, and place of the regular meetings of the Board; and

WHEREAS, on January 11, 2012, the IVDA Board adopted Resolution No. 2012-01, changing the location of the regular meetings of the IVDA Board to the Norton Regional Events Center and amending Resolution No. 90-1; and

WHEREAS, on January 25, 2012, the IVDA Board adopted Resolution No. 2012-02, setting the time of the regular meetings of the IVDA Board to 2:00 p.m., at which time the Board shall first consider Closed Session Items, with Information Items, Consent Items, and Actions Items to be considered no earlier than 3:30 p.m.; and

WHEREAS, on May 23, 2012, the IVDA Board adopted Resolution No. 2012-08, setting the time of the regular meetings of the IVDA Board to 3:00 p.m., at which time the Board shall first consider Closed Session Items, with Information Items, Consent Items, and Actions Items to be considered no earlier than 4:30 p.m.; and

WHEREAS, on August 22, 2012, the IVDA Board adopted Resolution No. 2012-17, setting the time of the regular meetings of the IVDA Board to 2:30 p.m., at which time the Board shall first consider Closed Session Items, with Information Items, Consent Items, and Actions Items to be considered no earlier than 3:30 p.m.; and

WHEREAS, on December 12, 2012, the IVDA Board adopted Resolution No. 2012-22, changing the date and time of the regular meetings of the IVDA Board and amending Resolutions Nos. 90-1, 2012-02, 2012-08, and 2012-17; and

WHEREAS, the IVDA Board deems it reasonable and appropriate to amend Resolution No. 2012-22, changing the time of the regular meetings of the IVDA Board regular meetings to 5:00 p.m. every Second (2nd) Wednesday of each month.

NOW THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED BY THIS BOARD AS THE GOVERNING BODY OF THE INLAND VALLEY DEVELOPMENT AGENCY, AS FOLLOWS:

SECTION 1. The above Recitals are true and correct and are incorporated herein by this reference.

SECTION 2. The governing Board of the IVDA hereby fixes and designates the date, time, and location of the regular meetings of the IVDA Board as follows:

DATE: Second (2nd) Wednesday of each month.

TIME: 5:00 p.m.

LOCATION: Norton Regional Event Center
1601 E. Third Street
San Bernardino, CA 92408

SECTION 3. The Clerk of the Board of the IVDA Board is hereby directed to send a copy of the adopted, fully executed Resolution No. 2023-03 to each Board Member.

SECTION 4. Resolution No. 2012-22 is hereby amended as set forth above. This Resolution shall become effective immediately upon its adoption.

[SIGNATURES ON FOLLOWING PAGE]

PASSED, APPROVED AND ADOPTED this 12th day of July 2023.

Phillip Dupper, Chairperson
Inland Valley Development Agency

(SEAL)

Attest:

Jennifer Farris, Clerk of the Board
Inland Valley Development Agency

I, Jennifer Farris, Clerk of the Board of the Inland Valley Development Agency (IVDA) do hereby certify that the foregoing Resolution No. 2023-03 was duly and regularly passed and adopted by the IVDA governing Board at a Regular meeting thereof, held on the 12th day of July, 2023, that the foregoing is a full, true and correct copy of said Resolution and has not been amended or repealed.

(SEAL)

Attest:

Jennifer Farris, Clerk of the Board
Inland Valley Development Agency



TO: Inland Valley Development Agency Board

DATE: July 12, 2023

ITEM NO: 7

PRESENTER: Michael Burrows, Chief Executive Officer

SUBJECT: REVIEW STATUS OF THE ACTION PLAN FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) THROUGH DECEMBER 31, 2023

SUMMARY

On December 9, 2015, the IVDA Board adopted a Strategic Plan, and in 2020 updated its Business plan, which identify key dates and deliverables in an effort to focus Inland Valley Development Agency (IVDA) Staff and resources to increase organizational and operational efficiencies and results.

RECOMMENDED ACTION(S)

Review the Action Plan for the Inland Valley Development Agency through December 31, 2023.

FISCAL IMPACT

None. The proposed plan identifies staff resources for which funding is included in the General Fund of the adopted Inland Valley Development Agency (IVDA) Budget for Fiscal Year 2023/24.

PREPARED BY:	Michael Burrows
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Mark Cousineau
APPROVED AS TO FORM AND LEGAL CONTENT:	Michael Lewin
FINAL APPROVAL:	IVDA Board

BACKGROUND INFORMATION

The Action Plan identifies key dates and deliverables in an effort to focus Inland Valley Development Agency (IVDA) Staff and Resources to increase organizational and operational efficiencies.

This status is offered for consideration and review. Updates and adjustments should be made, as appropriate, at each monthly interval.

For review and discussion.

Attachments:

1. IVDA Action Plan.

December 31, 2023 – IVDA Focal Areas



JPA Obligations

UAS Center at SBD

Amended ROPS

Alliance-California Obligations

Northgate Development

Economic Development
Programs

3rd & 5th Street Corridor

Airport Gateway Specific Plan

Sterling Avenue

Grant Programs & Initiatives



Inland Valley Development Agency

Action Plan for IVDA (12/31/23)

Month	Key Initiative	Key Resources	Completion Date
July, 2023	Updated Action Plan; UAS Center; AGSP EIR	IVDA Board & Committee, CEO, General Counsel, Director of Finance, Staff	July 31, 2023
August, 2023	Sterling Avenue Engineering; On-Base Roadways	IVDA Board & Committee, CEO, Director of Finance, Staff	August 31, 2023
September, 2023	Prepare Amended ROPS; EDA CEDS Update; Business Plan Priorities	IVDA Board & Committee, CEO, Director of Finance, Staff	September 30, 2023
October, 2023	Quarterly Financials; Economic Development Initiatives; Airport Gateway Specific Plan Update	IVDA Board & Committee, Oversight Board, Director of Finance, Clerk of Board, Staff	October 31, 2023
November, 2023	Report on Grant Programs & Legislative Initiatives	IVDA Board & Committee, CEO, Director of Finance, Staff	November 30, 2023
December, 2023	Complete Annual Audit; Mid-Year Business Plan Progress Report	IVDA Board & Committee, CEO, Director of Finance, Staff	December 31, 2023

IVDA Action Plan – Implementation



July, 2023

Sub-Initiative Status:



Incomplete

In Process

Completed

Amended ROPS
(IVDA Oversight Board)

Grant Program Report &
Initiatives

JPA and Interagency Revenues
and Resources

Alliance-California Obligations
Northgate Development

Economic & Community
Development Initiatives

3rd & 5th Street Corridor
Airport Gateway Specific Plan
Sterling Avenue

Mid-Year Business
Plan Progress Report

