

INLAND VALLEY DEVELOPMENT AGENCY

REGULAR MEETING BOARD ACTIONS

WEDNESDAY, JULY 10, 2024

5:00 P.M.

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

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| Mayor Frank Navarro | Present |
| Mayor Pro Tem John Echevarria | Present |
| VACANT | |

City of Loma Linda

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| Mayor Phillip Dupper, Chairperson | Present |
| Councilmember Rhodes Rigsby | Present (Arrived 5:04 p.m.) |
| Councilmember Rhonda K. Spencer-Hwang (alt) | Absent |

County of San Bernardino

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

City of San Bernardino

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| Mayor Helen Tran | Present (Arrived 5:16 p.m.) |
| Councilmember Juan Figueroa | Present |
| Councilmember Sandra Ibarra | Present (Arrived 5:05 p.m.) |
| Mayor Pro Tem Fred Shorett (alt) | Present (In Audience, Arrived 5:03 p.m.) |

Staff Members and Others Present

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| Michael Burrows, Chief Executive Officer | Michael Lewin, Legal Counsel, Mirau, Edwards, Cannon, Lewin, & Tooke, LLP |
| Jeff Barrow, Director of Development | Mark Cousineau, Director of Finance |
| Catherine Pritchett, Director of Administration | Jillian Ubaldo, Clerk of the Board |

The Regular Meeting of the Inland Valley Development Agency Board was called to order by Chairperson Phillip Dupper at approximately 5:02 P.M. on Wednesday, July 10, 2024, 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 Supervisor Baca in the Pledge of Allegiance.

B. CLOSED SESSION PUBLIC COMMENT

There were no closed session public comments.

C. CLOSED SESSION

Chairperson Phillip Dupper recessed to closed session at 5:03 P.M. Mr. Michael Lewin, Mirau, Edwards, Cannon, Lewin & Tooke, LLP, read the closed session items as posted on the Agenda.

- a. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8

Property: Portions of Former Norton AFB Building No. 58

Negotiating Parties: Michael Burrows, IVDA Chief Executive Officer, and Sid Osborn, Senior Director, Cushman & Wakefield

Under negotiations: Instructions will be given to the IVDA negotiator concerning availability of property, terms and price.

D. REPORT ON CLOSED SESSION

Chairperson Phillip Dupper reconvened the meeting at 5:26 P.M. Chairperson Dupper 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

Mr. Michael Lewin, Legal Counsel, Mirau, Edwards, Cannon, Lewin & Tooke, LLP, noted that an additional item came to the attention of the Inland Valley Development Agency Staff subsequent to the posting of the agenda for the July 10, 2024, meeting. Pursuant to Government Code Section 54954.2, staff is requesting the IVDA Board Members add Item No. 12 to the Regular Agenda.

12. Award a Construction Contract to T & G Construction Services, Inc. in an amount not to exceed \$50,154.21 for Building 48: Security Office Project

ACTION: Add Item No. 12, Award a Construction Contract to T&G Construction Services, Inc., to the July 10, 2024, Inland Valley Development Agency (IVDA) Regular Board Meeting Agenda.

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

F. CONFLICT OF INTEREST DISCLOSURE

1. Chairperson Phillip Dupper 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. Report on the Inland Valley Infrastructure Corridor
- 2b. Mr. Burrows provided a brief update on the progress of the Environmental Impact Report (EIR) for the Inland Valley Infrastructure Corridor (IVIC). Staff will be announcing the circulation schedule for the draft EIR by the end of July and requesting feedback from the IVDA Board regarding communication outreach at the next regular meeting.

H. BOARD CONSENT ITEMS

3. Receive Register of Demands – July 10, 2024
4. Receive and file Cash Report for May 31, 2024, for the Inland Valley Development Agency (IVDA)
5. Award a Construction Contract to AEC Moreno Corporation in an amount not to exceed \$28,500 for DFAS 1: Trash Enclosure Project
6. Authorize staff to advertise for the Sterling Avenue Project, Pursuant to U.S. Department of Commerce, Economic Development Administration (EDA) Grant No. 07-01-07779 Subject to EDA Approval
7. Approve Meeting Minutes: June 12, 2024

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

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

I. **BOARD ACTION ITEMS**

8. Approve the form of a Lease Agreement with Local Agency Formation Commission for a portion of Building No. 48

Mr. Michael Burrows provided a brief report on behalf of Darrell Hale, Property Manager, regarding the lease agreement and referenced a site map of Building No. 48.

ACTION: Approve the form of a lease agreement with the Local Agency Formation Commission for San Bernardino County for a portion of Building No. 48; and authorize the Chief Executive Officer to execute all related documents.

RESULT: **ADOPTED [UNANIMOUSLY]**
MOTION/SECOND: Baca / Tran
AYES: Armendarez, Baca, Dupper, Echevarria, Figueroa, Ibarra, Rigsby, and Tran
NAYS: None
ABSTENTIONS: None
ABSENT: None

9. Review and Adopt the State of California mandated Workplace Violence Prevention Plan, subject to technical and conforming changes as approved by counsel.

Ms. Catherine Pritchett, Director of Administration, provided an overview and explained the purpose of the Workplace Violence Prevention Plan.

Councilmember Sandra Ibarra inquired whether IVDA Board Members would be required to provide a certificate of completion of the State of California mandated Workplace Violence Prevention Plan training; Ms. Pritchett clarified that the members respective agencies would provide the required training.

ACTION: Review and adopt the State of California mandated Workplace Violence Prevention Plan, subject to technical and conforming changes as approved by counsel.

RESULT: **ADOPTED [UNANIMOUSLY]**
MOTION/SECOND: Ibarra / Tran
AYES: Armendarez, Baca, Dupper, Echevarria, Figueroa, Ibarra, Rigsby, and Tran
NAYS: None
ABSTENTIONS: None
ABSENT: None

10. Consider and Discuss a report on Annual Business Plan Progress

Mr. Michael Burrows, Chief Executive Officer, introduced Ms. Jillian Ubaldo, Clerk of the Board, who presented the ESRI ArcGIS Story Map of the IVDA's 2023 Business Plan Update; available by [clicking here](#).

Supervisor Baca, Jr. commended staff for their hard work and commented on the SBD Airport having a stronger presence in the community.

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

11. Review Status of the Action Plan for the Inland Valley Development Agency (IVDA) through December 31, 2024

Mr. Michael Burrows, Chief Executive Officer, provided a brief report referenced a PowerPoint presentation entitled "December 31, 2024 – IVDA Focal Areas" (as contained on page 097-099 in the Agenda Packet).

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

Mr. Michael Burrows also recognized the Clerk of the Board Department on the 2023 Business Plan Update Presentation.

J. **ADDED AND DEFERRED ITEMS**

12. Award a Construction Contract to T & G Construction Services, Inc. In an amount not to exceed \$50,154.21 for Building 48: Security Office Project

A staff report regarding Item No. 12 was provided to the Board members, staff, and members of the public.

Mr. Jeff Barrows, Director of Development, provided a brief overview of the Security Office Project, which would increase the quantity of locker units and provide additional office space in the Security Office at Building 48.

ACTION: Award a Construction Contract to T&G Construction Services, Inc. in an amount not to exceed \$50,154.21 for Building 48: Security Office Project; and authorize the Chief Executive Officer to execute all related documents.

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| RESULT: | ADOPTED [UNANIMOUSLY] |
| MOTION/SECOND: | Baca / Navarro |
| AYES: | Armendarez, Baca, Dupper, Echevarria, Figueroa, Ibarra, Rigsby, and Tran |
| NAYS: | None |
| ABSTENTIONS: | None |
| ABSENT: | None |

K. **OPEN SESSION PUBLIC COMMENT**

Ms. Tanya Gonzalez, a member of the San Bernardino Airport Communities, spoke on the Environmental Impact Report for the Inland Valley Infrastructure Corridor Project and emphasized the importance of community

engagement. She stated that the community has conducted audit walks, taken pictures, and compiled reports on the conditions of the streets, and would like to present these findings to staff.

Mr. Michael Burrows informed Ms. Gonzalez that final reviews and drafts are currently underway and expected to be available by the end of July. He mentioned that these documents can be provided to Ms. Gonzalez when they are available and expressed interest in reviewing the report on the community's findings.

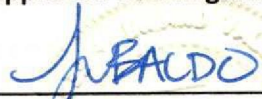
L. **BOARD MEMBER COMMENT**

Mayor Frank Navarro commended staff on the 2023 Business Plan Update Presentation.

M. **ADJOURNMENT**

There being no further business before the Board at this session, Chairperson Phillip Dupper declared the meeting adjourned at 5:49 P.M.

Approved at a Regular Meeting of the Inland Valley Development Agency Board on August 14, 2024.



Jillian Ubaldo
Clerk of the Board

