

# INLAND VALLEY DEVELOPMENT AGENCY

## REGULAR MEETING BOARD ACTIONS

WEDNESDAY, AUGUST 14, 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

Mayor Frank Navarro	Present
Mayor Pro Tem John Echevarria	Present
VACANT	

#### City of Loma Linda

Mayor Phillip Dupper, Chairperson	Present
Councilmember Rhodes Rigsby	Present
Councilmember Rhonda K. Spencer-Hwang (alt)	Absent

#### 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 5:04 p.m.)
Mayor Pro Tem Fred Shorett (alt)	Present (In Audience)

#### Staff Members and Others Present

Michael Burrows, Chief Executive Officer	Michael Lewin, Legal Counsel, Mirau, Edwards, Cannon, Lewin, & Tooke, LLP
Jeff Barrow, Director of Development	Jillian Ubaldo, Clerk of the Board
Catherine Pritchett, Director of Administration	Darrel Hale, Property Manager
Mark Cousineau, Director of Finance (via Zoom)	

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, August 14, 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 Mayor Tran 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: 1111 E. Mill Street, San Bernardino, CA 92408  
Negotiating Parties: Michael Burrows, IVDA Chief Executive Officer and Terry Thompson, County of San Bernardino  
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 5:10 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**

There were no items to be added or deleted.

**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
  - c. Report on Sterling Avenue Project
- 2a. Mr. Michael Burrows, Chief Executive Officer, informed the Board that the tenant infrastructure improvements for the new tenant Local Agency Formation Commission of San Bernardino (LAFCO) have been completed.
- 2b. Mr. Burrows provided a brief update on the progress of the Environmental Impact Report (EIR) for the Inland Valley Infrastructure Corridor (IVIC) Project. He announced that the Notice of Availability will be published with notice to all interested parties on August 20, 2024, with a 62-day public review period and will close on October 21, 2024. Mr. Burrows stated that this project is an EIR and only focuses on improvement of public infrastructure, clarifying that there will not be any proposed changes to land use or zoning, and requested feedback from the IVDA Board regarding communication outreach at the next regular meeting.

Mayor Helen Tran asked if there will be publicly scheduled meetings during the public outreach period. Mr. Burrows requested feedback from the Board Members on directing staff regarding the frequency of public meetings.
- 2c. Mr. Burrows provided an update on the Sterling Avenue Project, informing the Board that the plan check is nearly complete.

Supervisor Joe Baca, Jr. remarked that he is looking forward to the infrastructure projects, commented on the EIR process, and highlighted the positive benefits to the community as a result of the IVIC EIR.

**H. BOARD CONSENT ITEMS**

3. Receive Register of Demands – August 14, 2024
4. Receive and file Cash Report for June 30, 2024, for the Inland Valley Development Agency (IVDA)
5. Approve Change Order No. 1 With AEC Moreno Corporation for \$25,850 for Additional Work Related to the Building 58: New Office Space Project; Approve the Filing of a Notice of Completion for this Contract and Authorize the Release of Retained Funds
6. Approve the Filing of a Notice of Completion with T & G Construction Services, Inc. for the Building 48: Security Office Project and Authorize the Release of Retained Funds
7. Approve Meeting Minutes: July 10, 2024

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

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

**I. BOARD ACTION ITEMS**

8. Approve the form of a Lease Agreement with Our Brew, LLC for a portion of building No. 58

Mr. Michael Burrows, Chief Executive Officer, informed the Board that a clarifying handout for Agenda Item No. 8 has been provided to address typos and discrepancies.

Darrell Hale, Property Manager, provided a brief report regarding the lease agreement, terms, and tenant improvements, and referenced a site map of Building No. 58.

Councilmember Rhodes Rigsby asked questions regarding the terms of the agreement, commenting on a specific term relating to tape material. Mayor Phillip Dupper inquired if seating will be available on the patio.

Michael Burrows, Chief Executive Officer, provided clarification on the agreement language and confirmed that seating is available outdoors.

Mayor Helen Tran inquired as to what brewery was located at the airport previously; Mr Burrows informed the Board that the previous brewery was Brew Rebellion.

**ACTION:** Approve the form of a lease agreement with Our Brew, LLC for a portion of Building No. 58; and authorize the Chief Executive Officer to execute all related documents.

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

9. Award a Construction Contract to Leonida Builders, Inc. in an Amount not to Exceed \$98,000 for the Building 48: Tenant Improvements Project

Mr. Jeff Barrow, Director of Development, provided an overview of the construction contract, detailing the proposed improvements to Building 48.

**ACTION:** Award a construction contract to Leonida Builders, Inc. in an amount not to exceed \$98,000 for the Building 48: Tenant Improvements Project; and authorize the Chief Executive Officer to execute all related documents.

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

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

Mr. Michael Burrows, Chief Executive Officer, presented the Annual Business Plan Priorities.

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, referenced a PowerPoint presentation entitled "December 31, 2024 – IVDA Focal Areas" (as contained on page 126-128 in the Agenda Packet).

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

**J. ADDED AND DEFERRED ITEMS**

There were no items to be added or deferred.

**K. OPEN SESSION PUBLIC COMMENT**

There were no closed session public comments.

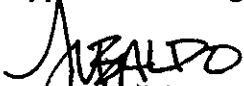
L. **BOARD MEMBER COMMENT**

There were no Board Member comments.

M. **ADJOURNMENT**

There being no further business before the Board at this session, Chairperson Phillip Dupper declared the meeting adjourned at 5:27 P.M.

Approved at a Regular Meeting of the Inland Valley Development Agency Board on October 9, 2024.



Jillian Ubaldo  
Clerk of the Board