

# INLAND VALLEY DEVELOPMENT AGENCY

REGULAR MEETING AGENDA  
WEDNESDAY, DECEMBER 13, 2023  
5:00 PM

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*  
**Helen Tran**  
*Mayor, City of San Bernardino*  
**Jesse Armendarez**  
*Supervisor, County 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.ivdajpa.org](http://www.ivdajpa.org). Office hours are Monday through Friday 8:00 a.m. to 5:00 p.m.
- Recordings of the IVDA Board meetings are available in the Agenda section of our website at [www.ivdajpa.org](http://www.ivdajpa.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 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.
- An additional three minutes will be allotted to those who require translation services.

**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

**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

- a. Conference with Legal Counsel pursuant to Gov. Code 54956.9(d) – significant exposure to litigation: one case
- b. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8  
Property: Former Norton Air Force Base Parcel B1-C East  
Negotiating Parties: Michael Burrows, IVDA Chief Executive Officer and Carl Quesinberry, Senior Director, Element Material Technology US, LLC.

**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. **POSSIBLE CONFLICT OF INTEREST ISSUES FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) BOARD MEETING OF DECEMBER 13, 2023 [PRESENTER: Jennifer Farris, Clerk of the Board; PAGE#: 006]**

**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**

- 2a. **INFORMATIONAL ITEMS – CHIEF EXECUTIVE OFFICER REPORT [PRESENTER: Michael Burrows, Chief Executive Officer PAGE#: 014]**
- 2b. **INFORMATIONAL ITEMS – REPORT ON STATUS OF ANNUAL AUDIT [PRESENTER: Mark Cousineau, Director of Finance PAGE#: 015]**
- 2c. **INFORMATIONAL ITEMS – REPORT ON TURKEY TROT [PRESENTER: Michael Burrows, Chief Executive Officer PAGE#: 016]**

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. REGISTER OF DEMANDS FOR NOVEMBER 2023 [**PRESENTER:** Mark Cousineau, Director of Finance **PAGE#: 017**]
4. RECEIVE AND FILE CASH REPORT FOR OCTOBER 31, 2023, FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) [**PRESENTER:** Mark Cousineau, Director of Finance **PAGE#: 022**]
5. APPROVE AMENDMENT NO. 1 WITH D&A CONSULTING IN AN AMOUNT NOT TO EXCEED \$15,000 FOR PROFESSIONAL SERVICES RELATED TO THE UAS CENTER AT SBD. [**PRESENTER:** Michael Burrows, Chief Executive Officer **PAGE#: 025**]
6. APPROVE MEETING MINUTES: NOVEMBER 8, 2023 [**PRESENTER:** Jennifer Farris, Clerk of the Board **PAGE#: 029**]

I. **BOARD ACTION ITEMS**

7. CONSIDER AND ADOPT PROPOSED BUDGET ADJUSTMENTS FOR FISCAL YEAR 2023-2024 [**PRESENTER:** Mark Cousineau, Director of Finance **PAGE#: 037**]
8. CONSIDER AND DISCUSS A REPORT ON THE INLAND VALLEY INFRASTRUCTURE CORRIDOR [**PRESENTER:** Myriam Beltran, Manager of Planning & Programs **PAGE#: 040**]
9. REVIEW STATUS OF THE ACTION PLAN FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) THROUGH DECEMBER 31, 2023 [**PRESENTER:** Michael Burrows, Chief Executive Officer **PAGE#: 049**]

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

**M. ADJOURNMENT**

Unless otherwise noted, this meeting will be adjourned to the next regularly scheduled meeting of the Inland Valley Development Agency Board, Wednesday, January 10, 2024.

	<p><b>TO:</b> Inland Valley Development Agency Board</p> <p><b>DATE:</b> December 13, 2023</p> <p><b>ITEM NO:</b> 1</p> <p><b>PRESENTER:</b> 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 DECEMBER 13, 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:	Jillian Ubaldo
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Mark Cousineau
APPROVED AS TO FORM AND LEGAL CONTENT:	Michael Lewin
FINAL APPROVAL:	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-subsidiary 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 Item No.</u>	<u>Contractors/Tenants</u>	<u>Subcontractors/Subtenants</u>
C.b.	<u>Element Material Technology US, LLC</u> Amanda Garcia Gabriela Sanchez Daisy Montenegro Beatrice Casarez-Barrientez	None.
5.	<u>D&amp;A Consultants</u> David Graham, President Angela Graham, Secretary	None.

**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.

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

3 **§ 18438.5. Aggregated Contributions Under Section 84308.**

4 For purposes of Section 84308:

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

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

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

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

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

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

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

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

22 (iii) The business entities share the use of the same offices or employees, or otherwise  
23 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).

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 <p>The logo of the Inland Valley Development Agency is circular with a yellow border. Inside the circle, there is a stylized landscape featuring a bridge, a building, and a sun. The text "INLAND VALLEY DEVELOPMENT AGENCY" is written around the top inner edge, and "1990" is at the bottom.</p>	<p><b>TO:</b> Inland Valley Development Agency Board</p> <p><b>DATE:</b> December 13, 2023</p> <p><b>ITEM NO:</b> 2a</p> <p><b>PRESENTER:</b> 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.

**BACKGROUND INFORMATION**

None.

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

**Attachments:**

None.

	<p><b>TO:</b> Inland Valley Development Agency Board</p> <p><b>DATE:</b> December 13, 2023</p> <p><b>ITEM NO:</b> 2b</p> <p><b>PRESENTER:</b> Michael Burrows, Chief Executive Officer</p>
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**SUBJECT: INFORMATIONAL ITEMS – REPORT ON STATUS OF ANNUAL AUDIT**

**SUMMARY**

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

**BACKGROUND INFORMATION**

None.

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

**Attachments:**

None.

	<p><b>TO:</b> Inland Valley Development Agency Board</p> <p><b>DATE:</b> December 13, 2023</p> <p><b>ITEM NO:</b> 2c</p> <p><b>PRESENTER:</b> Michael Burrows, Chief Executive Officer</p>
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**SUBJECT: INFORMATIONAL ITEMS – REPORT ON TURKEY TROT**

**SUMMARY**

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

**BACKGROUND INFORMATION**

None.

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

**Attachments:**

None.

 <p>The logo of the Inland Valley Development Agency is circular with a yellow border. Inside the circle, there is a stylized landscape with a bridge, a building, and a sun. The text 'INLAND VALLEY DEVELOPMENT AGENCY' is written around the top inner edge, and '1990' is at the bottom.</p>	<p><b>TO:</b> Inland Valley Development Agency Board</p> <p><b>DATE:</b> December 13, 2023</p> <p><b>ITEM NO:</b> 3</p> <p><b>PRESENTER:</b> Mark Cousineau, Director of Finance</p>
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**SUBJECT: REGISTER OF DEMANDS FOR NOVEMBER 2023**

**SUMMARY**

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

**RECOMMENDED ACTION(S)**

Receive for information.

**FISCAL IMPACT**

Disbursements for amounts due in November 2023.

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

**BACKGROUND INFORMATION**

Total disbursement activities for November 2023 amount to \$487,488.33 that include the following.

· Professional Services: California Strategies & Advocacy LLC; CJMC Holdings LLC; Cohoe Engineering; D&A Consulting; Desmond & Louis Inc.; Hernandez, Kroone & Associates Inc.; Imagine Systems Inc.; Mirau Edwards Cannon Lewin & Tooke LLP; Product Research Gear LLC; Rogers, Anderson, Malody & Scott LLP; Terry Parish; The Natelson Group; Tom Dodson & Associates, and Zenaida Global were paid \$77,871.43.

· Capital Projects Cost: Cordoba Corporation and Los Angeles Engineering Inc were paid \$208,413.00.

· Utilities: Burrtec Waste Industries Inc., City of SB Water Department, Southern California Edison, The Gas Company, and Verizon Wireless were paid \$44,898.63.

Employees Benefits: American Fidelity Assurance Company, Fidelity Security Life Insurance Co., Health Net of California, Metropolitan Life Insurance Co., and United World Life Insurance Co. were paid \$52,654.15.

**Attachments:**

1. Register of Demands for the December 13, 2023 Board Meeting.
2. Visa Breakdown - October 2023.

**Inland Valley Development Agency  
Register of Demands for Board Meeting  
December 13, 2023**

<b>Line</b>	<b>Company Name</b>	<b>Description</b>	<b>Amount</b>
1	Accurate First Aid Services LLC	First aid supplies	139.50
2	ADT LLC	Fire and burglar alarm monitoring	313.94
3	Alsco Inc.	Mat maintenance	444.82
4	Amazon Capital Services Inc.	Office supplies and equipment	659.89
5	American Fidelity Assurance Company	Employee supplemental benefits	3,372.03
6	Amtech Elevator Services	Maintenance and inspections for elevator at DFAS I	669.42
7	Andersen Commercial Plumbing, LLC.	Septic tank pumping at UAS Trailer	2,318.83
8	Basic Backflow	Test and certify for valve	90.00
9	Belico Details LLC	Security vehicle wash and detailing	475.00
10	Board Members	Directors fees	1,925.00
11	Burrtec Waste Industries Inc.	Refuse	977.19
12	C & A Janitorial Services	Janitorial services	17,380.26
13	Cal Interpreting & Translations	Spanish interpretation services for board meetings	1,360.00
14	California Strategies & Advocacy LLC	Professional lobbying and related consulting services	5,000.00
15	CDW - Government Inc.	IT equipment	3,316.15
16	CED-Consolidated Electrical Distributors	Electrical supplies	55.44
17	City of SB Water Department	Water and sewer services	11,990.36
18	CJMC Holdings LLC	Professional services - consulting capital projects	1,400.00
19	Cohoe Engineering	Professional services for 3rd Street Corridor Widening Project	9,337.50
20	Cordoba Corporation	3rd Street Corridor Widening Project	85,413.00
21	Corodata Shredding Inc.	Interoffice shredding services	85.90
22	D&A Consulting	Professional services - UAS Center drone standards development	4,000.00
23	Desmond & Louis Inc.	Professional event services agreement for marketing and media	4,000.00
24	Dib's Safe & Lock Service	Key and lock services	28.02
25	Eagle Graphics LLC	Employee credit incentive for SBD online apparel store	13.00
26	Event Design Lab	Live streaming services for meeting	1,600.00
27	Ewing Irrigation Products Inc.	Landscape and irrigation supplies	175.78
28	Ferguson US Holdings, INC	Plumbing supplies and material	398.20
29	Fidelity Security Life Insurance Co	Employee group benefits - flexible spending accounts	2,728.19
30	Fidelity Security Life Insurance Co.	Employee group benefits - vision	1,625.10
31	Grainger	Maintenance and supplies for Building 48	377.20
32	Health Net of California Inc.	Employee group benefits - medical	30,113.64
33	Hernandez, Kroone & Associates Inc.	Professional services to provide civil engineering and survey services	2,780.25
34	Imagine Systems Inc.	IT consulting services	6,817.38
35	Implan Group LLC	Economic software renewal for IVDA job count	1,750.00
36	Los Angeles Engineering Inc.	Water line repair and installations at 1111 Mills Road	123,000.00
37	Metropolitan Life Insurance Co	Employee group benefits - dental	8,535.32
38	Mirau Edwards Cannon Lewin & Tooke LLP	Professional services - legal	8,316.00
39	Mobile Modular Management Corp	Mobile office rent - UAS Center @ SBD, Perimeter Rd.	1,726.77

**Inland Valley Development Agency  
Register of Demands for Board Meeting  
December 13, 2023**

<b>Line</b>	<b>Company Name</b>	<b>Description</b>	<b>Amount</b>
40	Product Research Gear LLC	Professional services to provide consulting for UAS Center on	1,050.00
41	Quench USA, Inc.	Water purification system for Building 48	232.73
42	Red Star Fire Protection	Fire sprinkler testing	236.35
43	Rogers, Anderson, Malody & Scott LLP	Professional services for 2022/23 audit	15,500.00
44	Sage Intacct Inc.	Annual subscription fees and user licenses	57,359.64
45	San Bernardino Area Chamber of Commerce	Membership for 2023-24 Mike Burrow	220.00
46	Servpro of South Redlands/Yucaipa	Water remediation services for water leak at DFAS	1,192.82
47	Southern California Edison	Electricity	29,147.04
48	Terry Parisher	Professional services to provide consulting to UAS Center on drone policy creation for public and private entities	1,500.00
49	The Gas Company	Gas	1,788.44
50	The Natelson Dale Group Inc.	Professional services agreement for the preparation of an Annual Performance Update to the Comprehensive Economic Development Strategy	11,900.00
51	Therma, LLC	Unplanned repairs and maintenance for HVAC system in Building 48	3,800.00
52	Tom Dodson & Associates	Professional services for environmental services	450.00
53	Toshiba Business Solutions	Maintenance for office equipment for Building 48	272.02
54	United World Life Insurance Co	Employee group benefits - life insurance	6,279.87
55	Verizon Wireless	Wireless monthly service and equipment purchases	995.60
56	Visa	Office supplies and other misc. charges	4,611.78
57	Western Exterminator Company	Office supplies and other misc. charges	422.66
58	Zenaida Global	Professional consulting services - UAS Center at SBD	5,820.30
			<b>487,488.33</b>



 <p>The logo of the Inland Valley Development Agency (IVDA) is circular with a yellow border. Inside the circle, there is a stylized landscape featuring a bridge, a building, and a person. The text "INLAND VALLEY DEVELOPMENT AGENCY" is written around the top inner edge, and "1990" is at the bottom.</p>	<p><b>TO:</b> Inland Valley Development Agency Board</p> <p><b>DATE:</b> December 13, 2023</p> <p><b>ITEM NO:</b> 4</p> <p><b>PRESENTER:</b> Mark Cousineau, Director of Finance</p>
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**SUBJECT: RECEIVE AND FILE CASH REPORT FOR OCTOBER 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 October 31, 2023, for the Inland Valley Development Agency (IVDA).

**FISCAL IMPACT**

None.

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

**BACKGROUND INFORMATION**

Attached is the Cash Report for October 31, 2023, for the Inland Valley Development Agency. The total book value of Cash, Investments, and Investments Held with Fiscal Agent accounts is \$25,551,083.67 on October 31, 2023. Banks' statements reflect \$25,701,959.26. The difference in totals is due to outstanding checks and deposits in transit on October 31, 2023.

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

**Attachments:**

Cash Report for October 31, 2023

# Inland Valley Development Agency

## Cash Report

**October 31, 2023**

### IVDA JPA CASH

<u>Cash</u>	Balance 09/30/23	Activities	Balance 10/31/23
<i>MMKT/ Savings Account - CHASE Bank</i>	2,831,035.46	123.21	2,831,158.67
<i>Checking Account - CHASE Bank</i>	1,996,827.37	(273,416.00)	1,723,411.37
Deposits In Transit:			
Beginning	866,856.58	(866,856.58)	-
Ending	-	30,087.10	30,087.10
Outstanding Checks:			
Beginning	(1,460,039.28)	1,460,039.28	-
Ending		(124,639.89)	(124,639.89)
<i>Payroll Account - CHASE Bank</i>	37,150.78	(16,373.55)	20,777.23
Outstanding Checks:			
Beginning	-	-	-
Ending	-	(56,322.80)	(56,322.80)
<i>BRORF Account - CHASE Bank</i>	4,304,647.36	(249,817.42)	4,054,829.94
<i>Cash with Fiscal Agent- MECLT Trust</i>	476,938.69	(337,596.69)	139,342.00
Subtotal	9,053,416.96	(434,773.34)	8,618,643.62
<u>Investments</u>			
<i>Local Agency Investment Funds - Regular Account</i>	76,889.25	693.36	77,582.61
<i>Local Agency Investment Funds - Bond Account</i>	123,190.84	1,110.89	124,301.73
Total	200,080.09	1,804.25	201,884.34
Subtotal JPA Cash & Investments	9,253,497.05	(432,969.09)	8,820,527.96

### IVDA SUCCESSOR AGENCY CASH

<i>RORF Account -CHASE Bank</i>	81,880.04	-	81,880.04
<u>Investments Held With Fiscal Agent</u>			
<i>Special Fund - US Bank - 2014 series</i>	-	24.37	24.37
<i>Interest Account - US Bank - 2014 series</i>	0.01	-	0.01
<i>Reserve Account- US Bank - 2014 series</i>	16,648,508.19	68.42	16,648,576.61
<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	16,730,462.92	92.79	16,730,555.71
Total Cash and Investments	\$ 25,983,959.97	(432,876.30)	\$ 25,551,083.67

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

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**SUBJECT: APPROVE AMENDMENT NO. 1 WITH D&A CONSULTING IN AN AMOUNT NOT TO EXCEED \$15,000 FOR PROFESSIONAL SERVICES RELATED TO THE UAS CENTER AT SBD.**

### **SUMMARY**

On July 31, 2023 Inland Valley Development Agency (IVDA) entered into a Professional Services Agreement with D&A Consulting for \$25,000. An increase of \$15,000 allows the consultant to continue work on the research and development of UAS maintenance best practices and alignment with aircraft maintenance and repair standards in conjunction with UAS Center at SBD operations. The total contract amount, if adjusted, would be for a total amount not to exceed \$40,000.

### **RECOMMENDED ACTION(S)**

Approve Amendment No. 1 to the Professional Services Agreement with D&A Consulting in an amount not to exceed \$15,000, and authorize the Chief Executive Officer to execute all related documents.

### **FISCAL IMPACT**

Funding for these services is included in the approved Fiscal Year 2023-2024 Budget in the General Fund, Account 50920 - Professional Services-Other in the amount of \$225,000.

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

**BACKGROUND INFORMATION**

On July 31, 2023 Inland Valley Development Agency (IVDA) entered into a Professional Services Agreement with D&A Consulting for \$25,000. An increase of \$15,000 allows consultant to continue work on the research and development of UAS maintenance best practices and alignment with aircraft maintenance and repair standards in conjunction with UAS Center at SBD operations. The total contract amount, if adjusted, would be for a total not to exceed \$40,000.

Staff recommends that the IVDA Board approve the recommended action.

**Attachments:**

1. Amendment No. 1

**INLAND VALLEY DEVELOPMENT AGENCY**

**AMENDMENT NO. 1 TO  
AGREEMENT FOR PROFESSIONAL SERVICES  
[D&A Consulting]**

This Amendment No. 1 to the Agreement for Professional Services is entered into and shall be effective as of the 13th day of December 2023, by and between the INLAND VALLEY DEVELOPMENT AGENCY, a joint powers authority created pursuant to Government Code Sections 6500, et seq. (“IVDA”), and D&A CONSULTING (the “Consultant”).

**I. RECITALS**

A. The IVDA and Consultant entered into that certain Agreement for Professional Services for Professional Consulting Services, as of July 31, 2023 (“Agreement”);

B. The IVDA and Consultant desire to amend the terms of the Agreement as described herein and considered as Amendment No. 1.

**II. AGREEMENTS**

NOW, THEREFORE, in consideration of the mutual covenants, premises, and agreements and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the IVDA and Consultant agree as follows:

1. The total amount not to exceed for the contract with the Consultant is increased by \$15,000; for a total revised contract amount as provided in Section 4A of \$40,000 for Fiscal Year 2023/24.

**III. MISCELLANEOUS PROVISIONS**

1. Unless otherwise provided herein, all capitalized and/or defined terms herein shall have the same meaning given to such capitalized and/or defined terms in the Agreement.

2. Except as amended hereby, all of the terms and provisions of the Agreement are hereby reaffirmed and remain in full force and effect. The terms and provisions of this Amendment No. 1 shall control over any inconsistent or conflicting provisions of the Agreement.

///

**[SIGNATURES ON FOLLOWING PAGE]**

///

IN WITNESS WHEREOF, the parties hereto have caused this Amendment No. 1 to be executed by the authorized signatures of the officers of each of them as of the date first referenced above.

**IVDA**

Inland Valley Development Agency  
a joint powers authority

By: \_\_\_\_\_  
Michael Burrows, Chief Executive Officer

ATTEST:

\_\_\_\_\_  
Jennifer Farris,  
Clerk of the Board

**Consultant**

D&A Consulting

By: \_\_\_\_\_  
Dave Graham

	<p><b>TO: Inland Valley Development Agency Board</b></p> <p><b>DATE:</b> December 13, 2023</p> <p><b>ITEM NO:</b> 6</p> <p><b>PRESENTER:</b> Jennifer Farris, Clerk of the Board</p>
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**SUBJECT: APPROVE MEETING MINUTES: NOVEMBER 8, 2023**

**SUMMARY**

Submitted for consideration and approval by the IVDA Board: Meeting minutes of the regular meeting held Wednesday, November 8, 2023.

**RECOMMENDED ACTION(S)**

Approve meeting minutes of the regular meeting held Wednesday, November 8, 2023.

**FISCAL IMPACT**

None.

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

**BACKGROUND INFORMATION**

None.

**Attachments:**

1. November 8, 2023 meeting minutes.

# INLAND VALLEY DEVELOPMENT AGENCY

## REGULAR MEETING BOARD ACTIONS

WEDNESDAY, NOVEMBER 8, 2023

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

<b>City of Colton</b>	
Mayor Frank Navarro	Present
Councilmember John Echevarria	Present
VACANT	
<b>City of Loma Linda</b>	
Mayor Phillip Dupper, Chairperson	Present
Councilmember Rhodes Rigsby	Present (arrived at 5:09 PM)
Councilmember John Lenart (alt)	Absent
<b>County of San Bernardino</b>	
Supervisor Joe Baca, Jr.	Present
Supervisor Jesse Armendarez	Present
Supervisor Dawn Rowe (alt)	Absent
<b>City of San Bernardino</b>	
Mayor Helen Tran	Absent
Councilmember Juan Figueroa	Present
Councilmember Sandra Ibarra	Present (arrived at 5:09 PM)
Mayor Pro Tem Fred Shorett (alt)	Present (arrived at 5:05 PM)
<b>Staff Members and Others Present</b>	
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 Farris, Clerk of the Board
Myriam Beltran, Manager of Planning & Programs	Mark Gibbs, Director of Aviation

The Regular Meeting of the Inland Valley Development Agency Board was called to order by Chairperson Phillip Dupper at approximately 5:00 P.M. on Wednesday, November 8, 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 Echevarria in the Pledge of Allegiance.

B. **CLOSED SESSION PUBLIC COMMENT**

There was no closed session public comment.

C. **CLOSED SESSION**

Chairperson Phillip Dupper recessed to closed session at 5:02 P.M. Mr. Michael Lewin, Mirau, Edwards, Cannon, Lewin & Tooke, LLP, read the closed session items as posted on the Agenda.

- a. Conference with Legal Counsel pursuant to Gov. Code 54956.9(d) - significant exposure to litigation: one case

D. **REPORT ON CLOSED SESSION**

Chairperson Phillip Dupper reconvened the meeting at 5:23 P.M. Chairperson Phillip Dupper asked Mr. Michael Lewin, Legal Counsel, Mirau, Edwards, Cannon, Lewin & Tooke, LLP if there were any reportable items. Mr. Lewin reported that the Board approved an amendment to an existing contract, however it has not been formally accepted by the other party. Once approved, the agreement will be available for public viewing.

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 Grant Initiatives
  - c. Report on Turkey Trot
- 2b. Ms. Beltran referenced a presentation on the 3<sup>rd</sup> and 5<sup>th</sup> Street Corridor Improvement Project, Sterling Avenue Improvements, and EV Charging Infrastructure (as contained on pages 014-017 in the Agenda Packet).
- 2c. Mr. Michael Burrows, Chief Executive Office, reported on the annual Turkey Trot to take place on November 23, 2023.

H. **BOARD CONSENT ITEMS**

3. Receive Register of Demands – November 8, 2023
4. Receive and file Cash Report for September 30, 2023, for the Inland Valley Development Agency (IVDA)
5. Approve Public Solicitation for Alarm Monitoring Services
6. Approve Meeting Minutes: October 11, 2023

**ACTION:** Approve Agenda Item Nos. 3-6 of the Consent Calendar.

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

I. **BOARD ACTION ITEMS**

7. Adopt Resolution No. 2023-05 of the Inland Valley Development Agency (IVDA) updating authorized signers for IVDA's Local Agency Investment Fund Account

Mr. Mark Cousineau, Director of Finance, gave a brief overview of the report.

**ACTION:** Adopt Resolution No. 2023-05 of the IVDA identifying the individuals authorized to open and/or close accounts and make signer changes, and those designated as signatories for the IVDA's State of California Treasurer's LAIF account.

**RESULT:** **ADOPTED [UNANIMOUSLY]**

**MOTION/SECOND:** Baca / Shorett

**AYES:** Armendarez, Baca, Dupper, Echevarria, Figueroa, Ibarra, Navarro, Rigsby, and Shorett.

**NAYS:** None.

**ABSTENTIONS:** None.

**ABSENT:** None.

8. Consider and Discuss a Report on the 3<sup>rd</sup> and 5<sup>th</sup> Street Corridor

Mr. Michael Burrows, Chief Executive Officer, gave a brief overview and referenced a PowerPoint presentation entitled "Inland Valley Infrastructure Corridor". Mr. Burrows described the Inland Valley Infrastructure Corridor Project, which will focus on infrastructure improvements adjacent to the 3<sup>rd</sup> and 6<sup>th</sup> Street corridors in the cities of Highland and San Bernardino, and informed the Board that the public will have opportunities to review information and provide comments. The introduction of this proposed project is the result of cancellation of the Airport Gateway Specific Plan (AGSP) which was announced at the October 11, 2023 IVDA Board meeting.

Councilmember Sandra Ibarra inquired about public noticing and the project timeline. Mr. Burrows stated that the Board and members of the public will be kept apprised of these timelines moving forward.

Supervisor Joe Baca, Jr. emphasized that the proposed corridor will focus on improving roads as well as infrastructure. Supervisor Baca asked if there is a housing element involved with this project and if staff is requesting the Board adopt the proposed project. Mr. Burrows clarified that there is no housing element associated with the Inland Valley Infrastructure Corridor Project and that each respective city retains their own land use authority. Mr. Burrows also clarified that the presentation today is to provide a status update and obtain feedback from the Board.

Supervisor Baca voiced his support to move forward with the project as proposed. Mayor Dupper echoed this support. The Board then took a vote to move forward with the Inland Valley Infrastructure Corridor Project.

**ACTION:** Move forward with the Inland Valley Infrastructure Corridor Project.

RESULT: **ADOPTED [UNANIMOUSLY]**

MOTION/SECOND: Baca / Ibarra

AYES: Armendarez, Baca, Dupper, Echevarria, Figueroa, Ibarra, Navarro, Rigsby, and Shorett.

NAYS: None.

ABSTENTIONS: None.

ABSENT: None.

9. Consider and Discuss a Report on the UAS Center at SBD.

Ms. Kim Benson, UAS Center at SBD Administrator, provided a PowerPoint presentation on the adoption of drone technology in the region (as contained on pages 046-054 in the Agenda Packet).

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

**ACTION:** Consider and discuss a report the UAS Center at SBD.

10. Review Status of the Action Plan for the Inland Valley Development Agency (IVDA) through December 31, 2023.

Mr. Michael Burrows, Chief Executive Officer, referenced a PowerPoint presentation entitled "December 31, 2023-IVDA Focal Areas" (as contained on page 058 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 December 31, 2023.

J. **ADDED AND DEFERRED ITEMS**

There were no items to be added or deferred.

K. **OPEN SESSION PUBLIC COMMENT**

Martha Romera, Teamsters, expressed concerns regarding warehouses and road conditions and thanked the Board for now offering Spanish translation services at the meetings.

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 5:51 P.M.

**Approved at a Regular Meeting of the Inland Valley Development Agency Board on December 13, 2023.**

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Jennifer Farris  
Clerk of the Board

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**SUBJECT: CONSIDER AND ADOPT PROPOSED BUDGET ADJUSTMENTS FOR FISCAL YEAR 2023-2024**

### **SUMMARY**

The proposed adjustments modify the adopted Inland Valley Development Agency (IVDA) Joint Powers Authority (JPA) budget to reflect improved estimates and changes in conditions in the accounts reflected in the attached Proposed Budget Adjustments Table.

### **RECOMMENDED ACTION(S)**

Consider and adopt budget adjustments reflected in the attached Proposed Budget Adjustments Table for Fiscal year 2023-2024.

### **FISCAL IMPACT**

The composition for the requested adjustments are detailed in the attached "Proposed Budget Adjustments Table". The combined net effect on the IVDA's Fiscal Year 2023-2024 Budget, if approved, would be a net increase in budgetary expenditures of \$354,100.

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

## **BACKGROUND INFORMATION**

On June 13, 2023, the Inland Valley Development Agency (IVDA) Board adopted the IVDA Successor Agency and IVDA Joint Powers Authority (JPA) budgets for Fiscal Year 2023-2024. The Successor Agency budget covers those items on the ROPS. The JPA budget covers those items which are carried out by the IVDA pursuant to its on-going status as a California Joint Powers Authority and Federal Base Reuse Entity with specific obligations for capital projects pursuant to Public Law 100-526 (BRAC), applicable federal statutes, agreements, and deeds for the transfer of Norton AFB and the provisions of the IVDA JPA Agreement, as amended.

The net effect of the proposed budget adjustments is an increase in budgetary expenditures of \$354,100. The total increase in revenues and inter-fund transfers in the proposed budget adjustments is \$90,000 and the total increase in proposed expenditures and inter-fund transfers is \$444,100.

This proposed budget adjustment includes an increase of \$90,000 in UAS Center at SBD estimated revenues for the provision of additional instruction and training services during the remainder of FY 2023-24.

The proposed budget adjustments include an inter-account transfer within the Capital Project Fund to show compliance with Federal Transportation Improvement Program (FTIP) grant requirements as overseen by the California Department of Transportation. Account 50253 – 3<sup>rd</sup> & 5<sup>th</sup>, a general projects account, will be decreased by \$3,000,000 and Account DOT2401 – 3<sup>rd</sup> Street Improvement (DR-VA), a new project specific account, will be increased by \$3,000,000 plus an another \$344,100 as discussed in the next paragraph.

The increase in budgetary expenditures of \$444,100 is comprised of \$344,100 of local match for the \$3,000,000 FTIP award for improvements to 3<sup>rd</sup> Street between Del Rosa and Victoria avenues that is expected to be completed in FY 2024-25; \$50,000 transfer to SBD Cares for tis educational and economical charitable activities carried out on behalf of SBD International Airport; and an increase of \$50,000 for UAS Center at SBD' training and instruction professional services that is necessary to support the increased demand for training classes.

These proposed budget adjustments affect the Capital Project, General, and UAS Center at SBD fund budgets. Staff has identified accounts that require modification. They are described in the attached Proposed Budget Adjustments Table.

### **Attachments:**

1. December 2023 Proposed Budget Adjustments Table.

**INLAND VALLEY DEVELOPMENT AGENCY  
FY 2023-2024 Proposed Budget Adjustments  
December 2023**

**PROPOSED BUDGET ADJUSTMENTS TABLE**

<b>Proposed Adjustments</b>	<b>Approved Budget</b>	<b>Proposed Adjustments</b>	<b>Adjusted Budget</b>
<i>Expenditures &amp; Transfers Out</i>			
<b>A</b> Capital Project Fund      50253 - 3rd & 5th	\$ 3,270,050	\$ (3,000,000)	\$ 270,050
<b>A</b> Capital Project Fund      DOT2401 - 3rd Street Improvement (DR-VA)	-	3,344,100	3,344,100
<b>B</b> General Fund                50420 - Transfer to SBD Cares	-	50,000	50,000
<b>C</b> UAS Center at SBD        50945 - Professional Services - Training	75,000	50,000	125,000
		<u>-</u>	<u>-</u>
		<u>444,100</u>	
<i>Revenues &amp; Transfers In</i>			
<b>C</b> UAS Center at SBD        40137 - Training Fees	85,000	<u>90,000</u>	175,000
		<u>90,000</u>	
		<u>354,100</u>	

**Notes**

- A** Create specific project account DOT2401 for \$3,000,000 United States Department of Transportation grant for 3rd Street Improvements between Del Rosa and Victoria Avenue administered by the California Department of Transportation. Transfer \$3,000,000 from general capital project account 50253 to specific project grant account DOT2401. \$225,000 increase in account DOT2401 to establish budget for expected local match.
- B** \$50,000 increase to support SBD International Airport by providing non-airport generated revenue for the support of SBD Cares educational, economic, and other charitable purposes.
- C** Increase of \$26,000 to provide translation services for regular and special meeting of the IVDA Board of Directors.
- D** Net \$40,000 increase in estimated revenues from training and instructional activities at the UAS Center. Training and instruction revenues are projected to exceed the adopted budget by \$90,000 for FY 2023-24 that will in turn require additional Professional Services in the amount of \$50,000 that is funded by through revenue sharing from these services.

 <p>The logo of the Inland Valley Development Agency is circular with a yellow border. Inside the circle, there is a stylized illustration of a bridge, a road, and buildings. The text 'INLAND VALLEY DEVELOPMENT AGENCY' is written around the top inner edge, and '1990' is at the bottom.</p>	<p><b>TO:</b> Inland Valley Development Agency Board</p> <p><b>DATE:</b> December 13, 2023</p> <p><b>ITEM NO:</b> 8</p> <p><b>PRESENTER:</b> Myriam Beltran, Manager of Planning &amp; Programs</p>
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**SUBJECT:        CONSIDER AND DISCUSS A REPORT ON THE INLAND VALLEY INFRASTRUCTURE CORRIDOR**

**SUMMARY**

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

**RECOMMENDED ACTION(S)**

Consider and discuss a report on the Inland Valley Infrastructure Corridor.

**FISCAL IMPACT**

None. For consideration and discussion.

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

**BACKGROUND INFORMATION**

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

**Attachments:**

1. PowerPoint Presentation



# Inland Valley Infrastructure Corridor

Advancing local infrastructure for the  
benefit of the Inland Region

# Inland Valley Infrastructure Corridor - Project Overview

- The Inland Valley Infrastructure Corridor Project is a focused effort resulting from years of input and effort by the IVDA and many regional partners
- Focuses on infrastructure improvements adjacent to the 3<sup>rd</sup> and 6<sup>th</sup> Street corridors in the cities of Highland and San Bernardino
- An Environmental Impact Report will be prepared for proposed infrastructure projects in the project area.



# Inland Valley Infrastructure Corridor – Project Overview

- Needs and Benefit
  - Infrastructure improvements provide solutions to current thoroughfare issues in the area that are experienced by local residents and businesses. The project also demonstrates opportunities to address future needs in the identified area, including:
    - **Water** – enhancements to potable water distribution system and use of recycled water
    - **Sewer** – improves capacity and upgrades system
    - **Roadways** – improves traffic circulation, safety, mobility, and roadway conditions
    - **Stormwater drainage** – addresses longstanding flooding issues by improving drainage systems
    - **Utility integration** - Efforts to include other utilities/emerging technology that can be integrated concurrently with above infrastructure improvements



# Projects in the Inland Valley Infrastructure Corridor

- Infrastructure improvements in the project area are at various stages of development – planning, in design, under construction, completed, and future projects
- Funding secured for current projects; funding will be sought for future projects

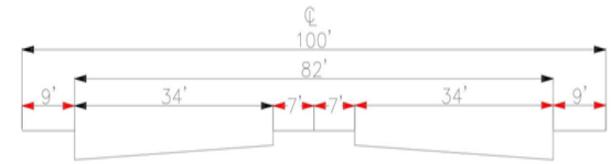
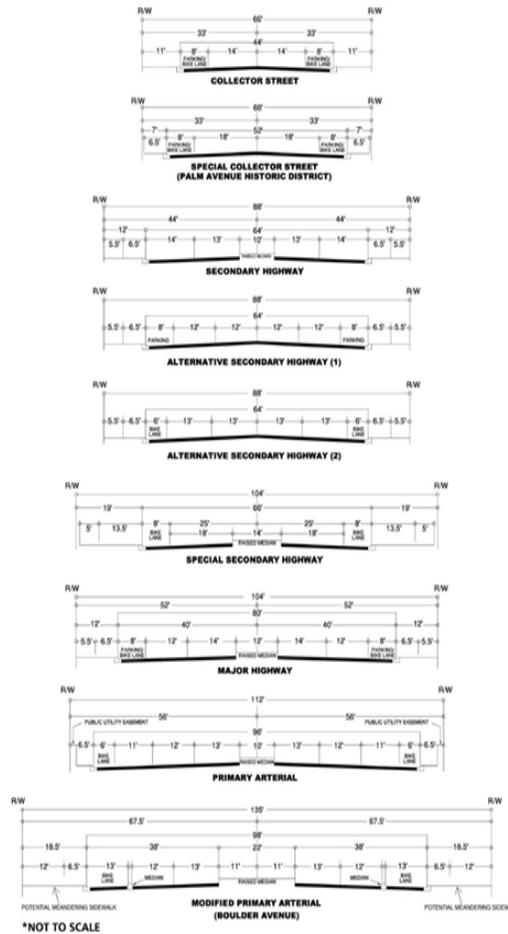
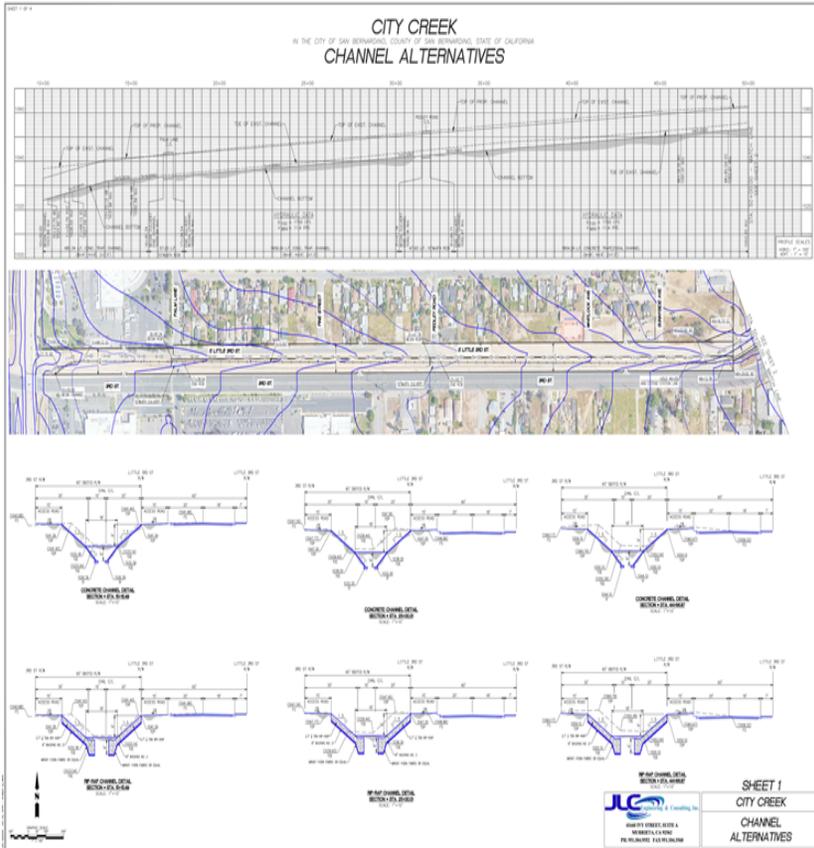
Project Name	Agency Partners	Funded By	Status	Project Cost	Project Distance (mi)
3 <sup>rd</sup> Street Drainage Project	IVDA, SMBMI	EDA	Complete	\$1,440,000.00	0.22
3 <sup>rd</sup> Street Roadway and Infrastructure Improvements	SBIAA, SMBMI, City of Highland	EDA	Completed	\$3,456,000.00	0.93
3 <sup>rd</sup> Street/5th Street Corridor Improvement Project	SMBMI, City of Highland, IVDA	EDA	In Construction	\$11,997,968.00	1.84
Sterling Avenue Upgrade Project	IVDA, SMBMI	EDA	In Design	\$3,814,391.00	0.01
3 <sup>rd</sup> Street Corridor Project	IVDA	DOT	In Design	\$3,000,000.00	1.49
Victoria Avenue Storm Drain Improvement (City Creek Channel to 9 <sup>th</sup> Street)	City of Highland	SMBMI-IGG	In Design	\$9,450,000.00	0.75
Victoria Avenue Roadway Improvement (City Creek Channel to 6 <sup>th</sup> Street)		SMBMI-CCF DOT			
			TOTAL	\$33,158,359.00	5.24
<i>Future City Creek Bypass Improvement</i>					2.80
<i>Future Remaining Roadway Improvements</i>					3.27

## Project Name

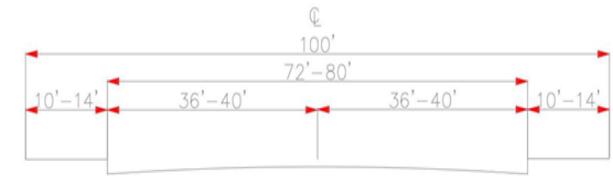
- 3<sup>rd</sup> Street Drainage Project
- 3<sup>rd</sup> Street Roadway and Infrastructure Improvements
- 3<sup>rd</sup> Street/5<sup>th</sup> Street Corridor Improvement Project
- Sterling Avenue Upgrade Project
- 3<sup>rd</sup> Street Corridor Project
- Victoria Avenue Storm Drain Improvement (City Creek Channel to 9<sup>th</sup> Street)
- Victoria Avenue Roadway Improvement (City Creek Channel to 6<sup>th</sup> Street)
- Future City Creek Bypass Improvement
- Future Remaining Roadway Improvements



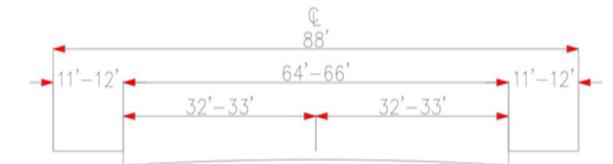
# Sample Projects



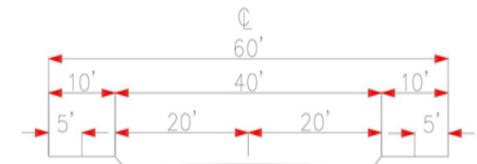
MAJOR DIVIDED HIGHWAYS



MAJOR HIGHWAY



SECONDARY HIGHWAY



COLLECTOR STREET

FOR USE IN QUARTER MILE STREETS, SCHOOL AND INDUSTRIAL AREAS.



INLAND VALLEY DEVELOPMENT AGENCY

# Update and Next Steps

- IVDA's technical team developed a project description for the Environmental Impact Report (EIR)
- A Notice of Preparation for the EIR was issued on November 30, 2023 and posted with:
  - OPR-State Clearinghouse
  - Clerk of Board, San Bernardino County
  - IVDA website
- As part of the environmental process, the public will have the opportunity to provide comment on the project description during the initial public review and comment period (comments will be received until January 16, 2024).

	<p><b>TO:</b> Inland Valley Development Agency Board</p> <p><b>DATE:</b> December 13, 2023</p> <p><b>ITEM NO:</b> 9</p> <p><b>PRESENTER:</b> Michael Burrows, Chief Executive Officer</p>
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**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:	Michelle Casey
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Mark Cousineau
APPROVED AS TO FORM AND LEGAL CONTENT:	Michael Lewin
FINAL APPROVAL:	Michael Burrows

**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.

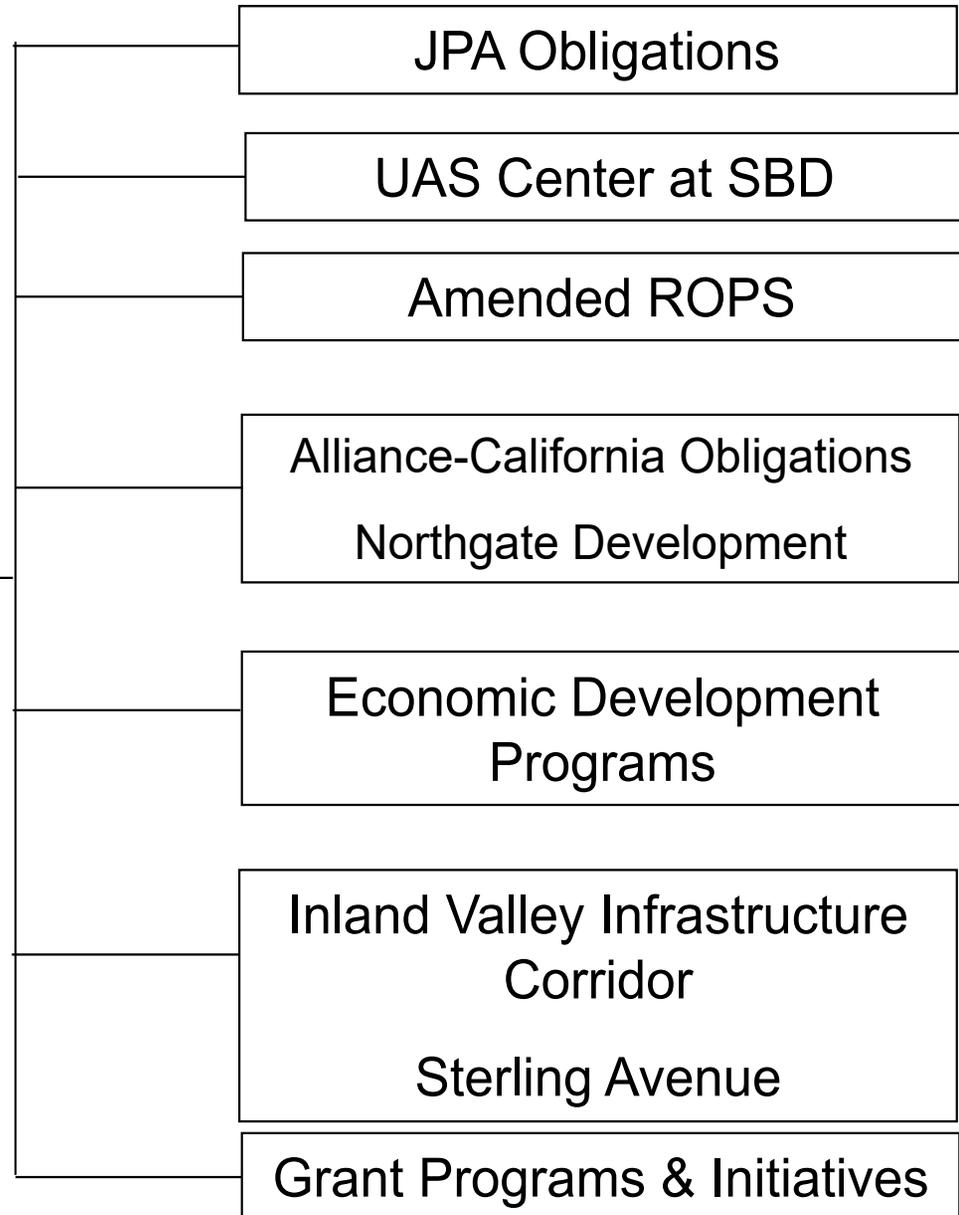
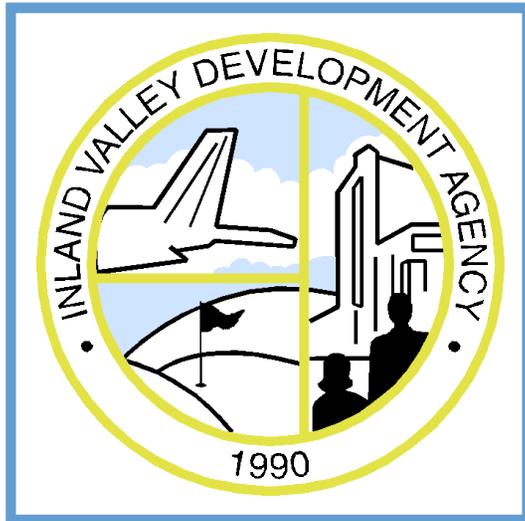
This status is offered for consideration and review. Updates and adjustments should be made, as appropriate, at each monthly interval.

For review and discussion.

**Attachments:**

1. IVDA Action Plan.

# December 31, 2023 – IVDA Focal Areas





## 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	IVDA Board & Committee, Oversight Board, Director of Finance, Clerk of Board, Staff	October 31, 2023
November, 2023	Report on Grant Programs, 3 <sup>rd</sup> & 5 <sup>th</sup> Street, Legislative Initiatives	IVDA Board & Committee, CEO, Director of Finance, Staff	November 30, 2023
December, 2023	Annual Audit; Mid-Year Business Review	IVDA Board & Committee, CEO, Director of Finance, Staff	December 31, 2023

# IVDA Action Plan – Implementation



December, 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	■
	Inland Valley Infrastructure Corridor Sterling Avenue	■
	Mid-Year Business Review	■