

# INLAND VALLEY DEVELOPMENT AGENCY

## REGULAR MEETING AGENDA

WEDNESDAY, MAY 14, 2025

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:**

#### **Jesse Armendarez**

*Supervisor, County of San Bernardino*

#### **David Toro**

*Mayor Pro Tem, City of Colton*

#### **Rhodes Rigsby**

*Councilmember, City of Loma Linda*

#### **Juan Figueroa**

*Mayor Pro Tem, City of San Bernardino*

#### **Fred Shorett**

*Councilmember, City of San Bernardino*

#### **Sandra Ibarra**

*Councilmember, City of San Bernardino*

### **ALTERNATE BOARD MEMBERS:**

#### **Dawn Rowe**

*Supervisor, County of San Bernardino*

#### **Mario Flores**

*Councilmember, City of San Bernardino*

#### **Rhonda K. Spencer-Hwang**

*Councilmember, City of Loma Linda*

#### **Vacant**

*City of Colton*

- 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.
- Live Spanish interpretation is available on a by-request basis. If you require Spanish interpretation, please submit a request to the Clerk of the Board's Office by 12:00 p.m. on the Friday before the meeting to allow IVDA staff to coordinate and arrange for certified interpreters to attend the meeting.

## 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 Real Property Negotiator Pursuant to Government Code Section 54956.8  
Property: APN 1192-211-01

Negotiating Parties: Michael Burrows, IVDA Chief Executive Officer and Peter Mateo, Director Tribal Planning and Development, San Manuel Band of Mission Indians

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

- b. Pending Litigation – Pursuant to Gov. Code 54956.9(a), the Board will meet with the Chief Executive Officer and General Counsel related to pending litigation: People’s Collective for Environmental Justice v. Inland Valley Development Agency, et al., San Bernardino County Superior Court, Case No. CIVSB2510434

- c. 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**

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 MAY 14, 2025  
[PRESENTER: Jillian Ubaldo, 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. CHIEF EXECUTIVE OFFICER REPORT  
[PRESENTER: Michael Burrows, Chief Executive Officer **PAGE#: 013**]
- 2b. REPORT ON LEASING ACTIVITY  
[PRESENTER: Michael Burrows, Chief Executive Officer **PAGE#: 014**]
- 2c. UPDATE ON IVDA WEBSITE  
[PRESENTER: Amber Casarez, Marketing Manager **PAGE#: 015**]
- 2d. REPORT ON UPDATED RECORDS RETENTION SCHEDULE  
[PRESENTER: Jillian Ubaldo, Clerk of the Board **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. RECEIVE REGISTER OF DEMANDS – APRIL 9, 2025  
[PRESENTER: Mark Cousineau, Director of Finance **PAGE#: 017**]
4. RECEIVE REGISTER OF DEMANDS – MAY 14, 2025  
[PRESENTER: Mark Cousineau, Director of Finance **PAGE#: 023**]
5. RECEIVE AND FILE CASH REPORT FOR THE FEBRUARY 28, 2025 INLAND VALLEY DEVELOPMENT AGENCY (IVDA)  
[PRESENTER: Mark Cousineau, Director of Finance **PAGE#: 029**]
6. RECEIVE AND FILE CASH REPORT FOR THE MARCH 31, 2025 INLAND VALLEY DEVELOPMENT AGENCY (IVDA)  
[PRESENTER: Mark Cousineau, Director of Finance **PAGE#: 032**]
7. APPROVE THE FILING OF A NOTICE OF COMPLETION WITH RED HAWK SERVICES FOR THE UAS TEST SITE: CHAIN LINK FENCE PROJECT AND AUTHORIZE THE RELEASE OF RETAINED FUNDS  
[PRESENTER: Jeff Barrow, Director of Development **PAGE#: 035**]
8. APPROVE THE FILING OF A NOTICE OF COMPLETION WITH AEC MORENO CORPORATION FOR THE BUILDING 58: PARTITION WALLS PROJECT AND AUTHORIZE THE RELEASE OF RETAINED FUNDS  
[PRESENTER: Jeff Barrow, Director of Development **PAGE#: 037**]
9. APPROVE MEETING MINUTES: MARCH 12, 2025  
[PRESENTER: Jillian Ubaldo, Clerk of the Board **PAGE#: 040**]

**I. BOARD ACTION ITEMS**

10. CONSIDER AND ADOPT PROPOSED BUDGET ADJUSTMENTS FOR FISCAL YEAR 2024-2025  
[PRESENTER: Mark Cousineau, Director of Finance **PAGE#: 050**]
11. CONSIDER AND DISCUSS A REPORT ON ECONOMIC DEVELOPMENT INITIATIVES  
[PRESENTER: Myriam Beltran, Planning and Programs Manager **PAGE#: 053**]
12. CONSIDER AND DISCUSS A BUSINESS PLAN UPDATE FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) FOR 2026-2030  
[PRESENTER: Michael Burrows, Chief Executive Officer **PAGE#: 069**]
13. REVIEW STATUS OF THE ACTION PLAN FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) THROUGH JUNE 30, 2025  
[PRESENTER: Michael Burrows, Chief Executive Officer **PAGE#: 095**]

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, June 11, 2025.