

INLAND VALLEY DEVELOPMENT AGENCY

REGULAR MEETING BOARD ACTIONS

WEDNESDAY, JUNE 11, 2025

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 David Toro | Present |
| VACANT | |

City of Loma Linda

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|---|---------|
| Mayor Phillip Dupper, Chairperson | Present |
| Councilmember Rhodes Rigsby | Absent |
| 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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|---------------------------------|---------|
| Councilmember Fred Shorett | Present |
| Councilmember Juan Figueroa | Absent |
| Councilmember Sandra Ibarra | Present |
| Councilmember Mario Flores(alt) | Present |

Staff Members and Others Present

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| Michael Burrows, Chief Executive Officer | Jillian Ubaldo, Clerk of the Board |
| Mark Gibbs, Director of Aviation | Yajaira Maldonado, Deputy Clerk of the Board |
| Mark Cousineau, Director of Finance | Darrell Hale, Property Manager |
| Jeff Barrow, Director of Development | Michael Lewin, Legal Counsel, Mirau, Edwards, Cannon, Lewin, & Tooke, LLP |
| Catherine Prichett, Director of Administration | |

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, June 11, 2025, 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 Sandra Ibarra 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: 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

Chairperson Phillip Dupper reconvened the meeting at 5:39 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 Burrows, Chief Executive Officer, reported that minor corrections had been identified in the budget documents. Revised copies reflecting these corrections were subsequently distributed to both Board members and the public.

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 Sterling Avenue
- 2b. Mr. Michael Burrows, Chief Executive Officer, reported that following the City of San Bernardino's approval of the traffic control plan, a project update page for the Sterling Avenue Upgrade Project is being added to the website in both English and Spanish

H. BOARD CONSENT ITEMS

3. Receive Register of Demands – June 11, 2025
4. Receive and file Cash Report for April 30, 2025, for the Inland Valley Development Agency (IVDA)
5. Approve updates to the Inland Valley Development Agency Board Policy
6. Approve Meeting Minutes: May 14, 2025

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

| | |
|----------------|---|
| RESULT: | ADOPTED [UNANIMOUSLY] |
| MOTION/SECOND: | Baca / Shorett |
| AYES: | Navarro, Toro, Dupper, Baca, Armendarez, Flores, Ibarra and Shorett |
| NAYS: | None |
| ABSTENTIONS: | None |
| ABSENT: | None |

I. BOARD ACTION ITEMS

7. Approve form of Amendment No. 4 to the lease with Child Care Resource Center, Inc. and extend the term of the lease for an additional five (5) years

Mr. Darrell Hale, Property Manager, reported on the lease agreement for the SBD Corporate Center, also known as DFAS 1. The lease term will extend from July 1, 2025, through June 30, 2030.

ACTION: Approve the form of Amendment No. 4 to the Lease Agreement with Child Care Resource Center, Inc.; and authorize the Chief Executive Officer to execute all related documents, subject to conforming changes as approved by legal counsel.

RESULT: **ADOPTED [UNANIMOUSLY]**
MOTION/SECOND: Navarro / Baca
AYES: Navarro, Toro, Dupper, Baca, Armendarez, Flores, Ibarra and Shorett
NAYS: None
ABSTENTIONS: None
ABSENT: None

8. Consider and Adopt the Inland Valley Development Agency (IVDA) Successor Agency Budget for Fiscal Year 2025-2026

Mr. Mark Cousineau, Director of Finance, provided a presentation on the funding structure. He noted that the Agency has received its tax increment proceeds, which are used to fund debt service obligations, including principal, interest, and the administrative allowance. For the current fiscal year, approximately \$16,921,162 in tax increment revenue is expected. A previous report indicated that the Agency received \$54.6 million in tax increment for the IVDA project area, with \$29.4 million available to fund enforceable obligations.

Mr. Cousineau also presented the proposed budget for the fiscal year, outlining projected expenditures totaling approximately \$16.873 million. These expenditures include interest expenses, tax anticipation bond payments, administrative allowance, and related budget adjustments.

ACTION: Consider and adopt the Inland Valley Development Agency (IVDA) Successor Agency Budget for Fiscal Year 2025-2026.

RESULT: **ADOPTED [UNANIMOUSLY]**
MOTION/SECOND: Baca / Navarro
AYES: Navarro, Toro, Dupper, Baca, Armendarez, Flores, Ibarra and Shorett
NAYS: None
ABSTENTIONS: None
ABSENT: None

9. Consider and Adopt the Inland Valley Development Agency (IVDA) Joint Powers Authority Budget for Fiscal Year 2025-2026

Mr. Mark Cousineau, Director of Finance, provided a presentation on the fiscal structure and revenue flows. He explained that the majority of revenues are derived from leases and other sources, grant and debt proceeds, with a smaller portion coming from tax increment, which is received through the administrative

allowance from the Successor Agency. These revenues are transferred to the IVDA JPA and then allocated to the appropriate funds. He noted that revenue projections are based on conservative estimates.

A recent budget-to-actuals report indicated strong performance in key revenue categories, with lease and license revenue achieving 98% of the budgeted amount, and UAS training fee revenue exceeding projections at 132% for the fiscal year.

Mr. Cousineau also presented a summary of the General Fund, highlighting a 9.5% increase in overall revenue. Notable changes include a \$50,000 decrease in the administrative allowance due to the annual true-up process, a \$210,000 reduction in federal grant revenue as funds have already been expended, a \$1 million contribution from other governmental entities, and \$2.4 million in participation revenue from the Northgate Development Project. He concluded with a presentation of the budget classification list of expenditures.

ACTION: Consider and approve the Inland Valley Development Agency (IVDA) Joint Powers Authority Budget for Fiscal Year 2025-2026.

RESULT: **ADOPTED [UNANIMOUSLY]**
MOTION/SECOND: Baca / Navarro
AYES: Navarro, Toro, Dupper, Baca, Armendarez, Flores, Ibarra and Shorett
NAYS: None
ABSTENTIONS: None
ABSENT: None

10. Approve certain Professional Services Agreements for Fiscal Year 2025-2026

Mr. Mark Cousineau, Director of Finance, reported that the Agency enters into new agreements with various vendors on an as-needed basis each year. These agreements are monitored at the contract level, and any proposed increases to contract amounts are brought before the Board for approval.

ACTION: Approve certain Professional Services Agreements with various firms for Fiscal Year 2025-2026; and authorize the Chief Executive Officer to execute all related documents.

RESULT: **ADOPTED [UNANIMOUSLY]**
MOTION/SECOND: Ibarra / Baca
AYES: Navarro, Toro, Dupper, Baca, Armendarez, Flores, Ibarra and Shorett
NAYS: None
ABSTENTIONS: None
ABSENT: None

11. Review Status of the Action Plan for the Inland Valley Development Agency (IVDA) through June 30, 2025

Mr. Michael Burrows, Chief Executive Officer, referenced a PowerPoint presentation entitled "June 30, 2025 – IVDA Focal Areas" (as contained on page 122-124 in the Agenda Packet). Mr. Burrows expressed his appreciation to staff for their efforts throughout the budget process and their work in transitioning to the new finance software system. He noted that there are plans to explore opportunities for scheduling workshops focused on the upcoming Business Plan update.

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

J. **ADDED AND DEFERRED ITEMS**

There were no additional items added or deferred.

K. **OPEN SESSION PUBLIC COMMENT**

Chairperson Dupper opened the public comment portion of the agenda and invited members of the public to address the Board.

Community members expressed concerns regarding the approval of the Inland Valley Infrastructure Corridor Project. They highlighted issues such as pollution from trucks and airplanes, deteriorating road conditions, the need for a community center, and the growing number of warehouses. Members urged the Board to be more attentive to the needs and voices of the community.

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 6:32 P.M.

Approved at a Regular Meeting of the Inland Valley Development Agency Board on August 13, 2025.



Jillian Ubaldo
Clerk of the Board