

INLAND VALLEY DEVELOPMENT AGENCY

REGULAR MEETING AGENDA

WEDNESDAY, SEPTEMBER 10, 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. 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.
- 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. 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
- b. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8
Property: 105 North Leland Norton Way, San Bernardino CA 92408
Negotiating Parties: Michael Burrows, IVDA Chief Executive Officer and Betty Liu, Transportation Security Administration (TSA)

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 SEPTEMBER 10, 2025
[PRESENTER: Jillian Ubaldo, Clerk of the Board **PAGE#: 005**]

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#: 012**]

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 – SEPTEMBER 10, 2025
[PRESENTER: Mark Cousineau, Director of Finance **PAGE#: 013**]
4. RECEIVE AND FILE CASH REPORT FOR JULY 31, 2025 FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA)
[PRESENTER: Mark Cousineau, Director of Finance **PAGE#: 019**]
5. AWARD A CONSTRUCTION CONTRACT TO THE BEST DEMOLITION & RECYCLING, CO., INC. IN AN AMOUNT NOT TO EXCEED \$87,480 FOR UAS TEST SITE: DEMOLITION PROJECT
[PRESENTER: Mark Cousineau, Director of Finance **PAGE#: 022**]

6. APPROVE MEETING MINUTES: AUGUST 13, 2025
[PRESENTER: Jillian Ubaldo, Clerk of the Board **PAGE#: 033**]

I. BOARD ACTION ITEMS

7. ADOPT RESOLUTION NO. 2025-05 CANCELLING AND WITHDRAWING THE APPROVAL OF THE ENVIRONMENTAL IMPACT REPORT (EIR) AND RELATED DOCUMENTS FOR THE INLAND VALLEY INFRASTRUCTURE CORRIDOR (IVIC) PROJECT
[PRESENTER: Michael Burrows, Chief Executive Officer **PAGE#: 039**]
8. CONSIDER AND DISCUSS A REPORT ON ANNUAL BUSINESS PLAN PROGRESS
[PRESENTER: Jillian Ubaldo, Clerk of the Board **PAGE#: 046**]
9. CONSIDER AND DISCUSS A REPORT ON THE STATUS OF THE 3RD STREET CORRIDOR PROJECT
[PRESENTER: Jeff Barrow, Director of Development **PAGE#: 047**]
10. REVIEW STATUS OF THE ACTION PLAN FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) THROUGH DECEMBER 31, 2025
[PRESENTER: Michael Burrows, Chief Executive Officer **PAGE#: 050**]

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, October 8, 2025.

	<p>TO: Inland Valley Development Agency Board</p> <p>DATE: September 10, 2025</p> <p>ITEM NO: 1</p> <p>PRESENTER: Jillian Ubaldo, 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 SEPTEMBER 10, 2025

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:	Yajaira Maldonado
CERTIFIED AS TO AVAILABILITY OF FUNDS:	N/A
APPROVED AS TO FORM AND LEGAL CONTENT:	Michael Lewin
APPROVED BY:	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-subsidary 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>
5.	<u>The Best Demolition & Recycling Co., Inc.</u> Marie Garcia, CEO Javier Perez, CFO, 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.

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

§ 18438.5. Aggregated Contributions Under Section 84308.

For purposes of Section 84308:

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

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

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

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

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

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

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

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

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

	<p>TO: Inland Valley Development Agency Board</p> <p>DATE: September 10, 2025</p> <p>ITEM NO: 2a</p> <p>PRESENTER: 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.


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

BACKGROUND INFORMATION

None.

Attachments:

1. None

	<p>TO: Inland Valley Development Agency Board</p> <p>DATE: September 10, 2025</p> <p>ITEM NO: 3</p> <p>PRESENTER: Mark Cousineau, Director of Finance</p>
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SUBJECT: RECEIVE REGISTER OF DEMANDS - SEPTEMBER 10, 2025

SUMMARY

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

RECOMMENDED ACTION(S)

Receive for information.

FISCAL IMPACT

Disbursements for amounts due in August 2025.

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

BACKGROUND INFORMATION

Total disbursement activities for August 2025 amount to \$1,065,523.54 that include the following.

- **Professional Services:** California Strategies & Advocacy LLC; CJMC Holdings LLC; Cole Huber LLP; D&A Consulting; Desmond & Louis Inc.; Hernandez, Kroone & Associates; Imagine Systems Inc.; Influential Drones; Innovative Federal Strategies LLC; Mirau Edwards Cannon Lewin & Tooke LLP; Product Research Gear LLC; Tactical Drone Concepts; Terry Parish; Tom Dodson & Associates; and Zenaida Global were paid \$99,466.67.
- **Capital Projects Cost:** Cordoba Corporation, Leonida Builders, and Matich Corporation were paid \$683,640.76.
- **Utilities:** Burrtec Waste Industries Inc, City of San Bernardino Water Department, Southern California Edison, The Gas Company, Utility Telecom Group LLC, and Verizon Wireless were paid \$64,181.12.
- **Employee Benefits:** American Fidelity Assurance Company, Ameritas Life Insurance Corp, Bywater LTD, Fidelity Security Life Insurance Co., Texas Life Insurance Company, were paid \$39,922.00

Attachments:

1. Register of Demands for the September 10, 2025 Board Meeting
2. Visa Breakdown – July 2025

**Inland Valley Development Agency
Register of Demands for Board Meeting
September 10, 2025**

Line	Vendor name	Description	Payment amount
1	3Goodmen Properties LLC	Right of way for road construction	\$ 1,100.00
2	A.O. Reed & Co., LLC	Repairs and maintenance for HVAC system	17,076.44
3	Aerolearn Inc.	Annual site license for Aerolearn Flow and training services	1,625.00
4	AlSCO, Inc.	Mat maintenance	349.64
5	Amazon Capital Services Inc.	Office supplies and equipment	1,858.58
6	American Fidelity Assurance Company	Employee supplemental benefits	3,323.35
7	Ameritas Life Insurance Corp.	Employee group benefits - dental and vision	7,861.56
8	Am-Tec Total Security Inc.	Monthly fire and burglar alarm monitoring and inspection	351.95
9	Amtech Elevator Services	Elevator and escalator maintenance services	1,950.00
10	BrightView Landscape Services, Inc.	Repairs and maintenance on irrigation system	2,361.80
11	Burrtec Waste Industries Inc.	Refuse	1,033.62
12	Bywater LTD	Employee group benefits - medical	25,443.75
13	C & A Janitorial Services	Janitorial services	10,752.00
14	California Strategies & Advocacy LLC	Professional lobbying and related consulting services	5,000.00
15	City of San Bernardino Water Department	Water and sewer services	18,142.14
16	CJMC Holdings LLC	Construction and project management services for capital projects	4,400.00
17	Cobra-28 Limited Partnership	Right of way for road construction	1,550.00
18	Cole Huber LLP	Professional legal services	1,968.69
19	Cordoba Corporation	3rd Street Corridor Roadway Rehabilitation Project	17,437.00
20	Criterion Automation Inc.	Waste water flow meter calibration	954.00
21	D&A Consulting	Professional services - UAS Center drone standards development	2,100.00
22	Desmond & Louis Inc.	Event marketing and media professional services	4,000.00
23	Eagle Graphics LLC	Employee credit incentive for SBD online apparel store	47.09
24	East Valley Water District	Right of way for road construction	1,250.00
25	Fidelity Security Life Insurance Co FSA	Employee group benefits - flexible spending accounts	2,203.44
26	Hernandez, Kroone & Associates Inc.	Professional services to provide civil engineering and survey services	25,293.79
27	Imagine Systems Inc.	IT consulting services and desktop maintenance	2,712.38
28	Influential Drones	Professional services agreement for business development, planning, and execution of the UAD/ACUASI program at SBD	5,317.34

**Inland Valley Development Agency
Register of Demands for Board Meeting
September 10, 2025**

29	Inland Valley Development Agency Successor Agency	PPA Adjustment	41,445.00
30	Innovative Federal Strategies LLC	Federal legislative advocacy services	5,000.00
31	Leonida Builders Inc.	Building 48 tenant improvements	6,650.00
32	Matich Corporation	Sterling Avenue construction project	659,553.76
33	Mirau Edwards Cannon Lewin & Tooke LLP	Professional services - legal	4,553.50
34	Mobile Modular Management Corp	Mobile office trailer rental at UAS Center	1,726.77
35	Patton Sales Corp.	Metal fabrication materials	5,962.76
36	Product Research Gear LLC	Professional services to provide consulting for UAS Center on drone emergency response	1,500.00
37	Rob Harrison	Security deposit refund	2,070.75
38	Southern California Edison	Electricity	39,396.55
39	Tactical Drone Concepts	Professional services to provide consulting and training	6,600.00
40	Terry Parisher	Professional services to provide consulting to UAS Center on drone policy creation for public and private entities	11,603.05
41	Texas Life Insurance Company	Group benefits - additional life insurance	1,089.90
42	The Gas Company	Gas	3,146.76
43	Tom Dodson & Associates	Professional services for environmental services	1,775.00
44	Toshiba Business Solutions	Maintenance and supplies for office equipment	443.98
45	Utility Telecom Group LLC	Ethernet and phone services for Building 48	1,597.21
46	Verdant Energy Services, LLC	EV charging port rebate	72,500.00
47	Verizon Wireless	Wireless monthly service and equipment purchases	864.84
48	VISA	Office supplies and other miscellaneous charges	11,155.84
49	Western Exterminator Company	Pest control	281.39
50	X & T Development, LLC	Right of way for road construction	1,500.00
51	Zenaida Global	Professional consulting services - UAS Center at SBD	17,642.92
	Total		\$ 1,065,523.54

Inland Valley Development Agency
Visa Breakdown
July 2025

Line	Description	Payee	Department	Amount
1	Hospitality for agency benefits meeting	Panera Bread	Administration	\$ 96.06
2	Building 48 water dispenser monthly rental	Quench	Administration	256.00
3	Building 48 conference line	Free Conference Call	Administration	10.00
4	Hospitality for Admin meeting	Burger Town	Administration	115.29
5	Hospitality for San Bernardino County meeting	Panera Bread	Administration	142.67
6	Water line parts for Building 48 Kitchen	K & L Hardware	Airport Maintenance	8.37
7	Light bulbs for DFAS	Encore Lighting Supply	Airport Maintenance	237.91
8	Supplies for retirement signage (due from SBIAA)	The Home Depot	Airport Maintenance	21.14
9	Refrigerant for AC at Building 48	Allied Refrigeration	Airport Maintenance	510.30
10	Supplies for retirement signage (Due from SBIAA)	K & L Hardware	Airport Maintenance	14.55
11	Keys For Building 56 (Due from SBIAA)	Dib's Safe and Lock	Airport Maintenance	17.40
12	Virtual Workshop: Supervisory Skills for the Public Sector for Y.Maldonado	California Special District Association	Clerk of the Board	215.00
13	Annual membership to California Municipal Clerks Association for J. Ubaldo	California Municipal Clerks Association	Clerk of the Board	250.00
14	Nuts and Bolts (Virtual): August 27-29, 2025 for K. Bautista-Moreno	California Municipal Clerks Association	Clerk of the Board	250.00
15	Annual membership to California Municipal Clerks Association for Y.Maldonado	California Municipal Clerks Association	Clerk of the Board	250.00
16	Annual membership to California Municipal Clerks Association for K. Bautista-Moreno	California Municipal Clerks Association	Clerk of the Board	250.00
17	2025 Board Secretary / Clerk Conference - Jillian Ubaldo	California Special District Association	Clerk of the Board	760.00
18	Municipal Clerks Institute (CMC Series 400) - Yajaira Maldonado	California Municipal Clerks Association	Clerk of the Board	500.00
19	Notary stamp for M. Casey	McGlone Insurance	Executive Office	18.95
20	Notary bond for M. Casey	McGlone Insurance	Executive Office	38.00
21	Notary recording fee	San Bernardino County Assessor Recorder	Executive Office	110.16
22	Irrigation supplies for IVDA parking lot	Ewing Irrigation	Grounds	395.21
23	Irrigation supplies for IVDA parking lot	SiteOne	Grounds	469.79
24	Irrigation supplies for IVDA parking lot	Ewing Irrigation	Grounds	41.12
25	HR secure fax line	Interfax	Human Resources	9.50
26	Decor for Health Benefits Fair 2025	Dollar General	Human Resources	13.05
27	Lodging at DoubleTree San Diego for SHRM-CP Test	Expedia	Human Resources	159.77
28	Fuel for travel in San Diego for SHRM-CP Test	Ava Petroleum	Human Resources	72.92
29	Parking fee at DoubleTree Hotel	Double Tree Hotel	Human Resources	33.00

Inland Valley Development Agency

Visa Breakdown

July 2025

Line	Description	Payee	Department	Amount
30	Meal	Benihana	Human Resources	69.30
31	Meal	Swiss Louis	Human Resources	55.18
32	Lodging at Courtyard by Marriott for SHRM Workplace Investigations Training	Courtyard by Marriott	Human Resources	662.46
33	Beverage	Courtyard by Marriott	Human Resources	6.00
34	Fuel for SHRM Workplace Investigations Training	Shell	Human Resources	76.93
35	Ground Transportation for SHRM Workplace Investigations Training	Uber	Human Resources	19.91
36	Coffee	Starbucks	Human Resources	10.00
37	Fuel in San Matero for SHRM Workplace Investigations Training	Chevron	Human Resources	64.31
38	Microsoft 365 monthly subscription	Microsoft	Information Technology	231.00
39	Microsoft 365 monthly subscription	Microsoft	Information Technology	814.06
40	Registration for FAA Drone & AAM Policy Conference	AUVSI	UAS Center at SBD	899.00
41	Equipment for UAS Center field training	2D Dummies	UAS Center at SBD	1,140.26
42	Airfare for FAA Drone & AAM Policy Conference in Chicago, IL	United Airlines	UAS Center at SBD	879.97
43	Agency logo apparel for UAS Center at SBD	Eagle Graphics	UAS Center at SBD	120.10
44	Hospitality for drone classes	Amazon	UAS Center at SBD	75.94
45	Hospitality for drone classes	Amazon	UAS Center at SBD	61.83
46	Hospitality for drone classes	Amazon	UAS Center at SBD	30.98
47	Hospitality for drone classes	Amazon	UAS Center at SBD	147.41
48	Parking for ESRI Conference	ACE Parking	UAS Center at SBD	60.00
49	Parking for ESRI Conference	ACE Parking	UAS Center at SBD	85.00
50	Hospitality for drone classes	Costco	UAS Center at SBD	11.98
51	Hospitality for drone classes	Sam's Club	UAS Center at SBD	158.74
52	Hospitality for drone classes	Smart & Final	UAS Center at SBD	209.32
Total				\$ 11,155.84
Visa Statement Balance:				<u>\$ 11,155.84</u>
Date Prepared:				8/25/2025



TO: Inland Valley Development Agency Board

DATE: September 10, 2025

ITEM NO: 4

PRESENTER: Mark Cousineau, Director of Finance

SUBJECT: RECEIVE AND FILE CASH REPORT FOR JULY 31, 2025 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 July 31, 2025 for the Inland Valley Development Agency (IVDA).

FISCAL IMPACT

None.

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

BACKGROUND INFORMATION

Attached is the Cash Report for July 31, 2025, for the Inland Valley Development Agency. The total book value of Cash, Investments, and Investments Held with Fiscal Agent accounts is \$31,779,358.75 on July 31, 2025. Banks' statements reflect \$31,893,966.39. The difference in totals is due to deposits in transit and outstanding checks at July 31, 2025.

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

Attachments:

1. Cash Report for July 31, 2025.

Inland Valley Development Agency
Cash Report
July 31, 2025

IVDA JPA CASH


<u>Cash</u>	Balance 06/30/25	Activities	Balance 07/31/25
<i>MMKT/ Savings Account - CHASE Bank</i>	2,305,065.83	(189,962.85)	2,115,102.98
<i>Checking Account - CHASE Bank</i>	953,310.05	60,671.99	1,013,982.04
Deposits In Transit:			
Beginning	103.89	(103.89)	-
Ending	-	16,714.85	16,714.85
Outstanding Checks:			
Beginning	(73,668.86)	73,668.86	-
Ending		(131,322.49)	(131,322.49)
<i>Payroll Account - CHASE Bank</i>	624.41	(218.92)	405.49
Outstanding Checks:			
Beginning	-	-	-
Ending	-	-	-
<i>Benefits Account - CHASE Bank</i>	500.00	-	500.00
<i>BRORF Account - CHASE Bank</i>	3,181,732.63	53.26	3,181,785.89
<i>Cash with Fiscal Agent- MECLT Trust</i>	80,399.26	190,016.66	270,415.92
Subtotal	6,448,067.21	19,517.47	6,467,584.68
<u>Investments</u>			
<i>Local Agency Investment Funds - Regular Account</i>	82,888.74	908.13	83,796.87
<i>Local Agency Investment Funds - Bond Account</i>	132,803.12	1,455.00	134,258.12
Total	215,691.86	2,363.13	218,054.99
Subtotal JPA Cash & Investments	6,663,759.07	21,880.60	6,685,639.67

IVDA SUCCESSOR AGENCY CASH

<i>RORF Account -CHASE Bank</i>	8,443,570.32	-	8,443,570.32
<u>Investments Held With Fiscal Agent</u>			
Special Fund - US Bank - 2014 series	39.92	-	39.92
Interest Account - US Bank - 2014 series	-	-	-
<i>Reserve Account- US Bank - 2014 series</i>	16,649,965.73	68.43	16,650,034.16
<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	25,093,650.65	68.43	25,093,719.08
Total Cash and Investments	\$ 31,757,409.72	21,949.03	\$ 31,779,358.75

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

	<p>TO: Inland Valley Development Agency Board</p> <p>DATE: September 10, 2025</p> <p>ITEM NO: 5</p> <p>PRESENTER: Jeff Barrow, Director of Development</p>
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SUBJECT: AWARD A CONSTRUCTION CONTRACT TO THE BEST DEMOLITION & RECYCLING, CO., INC. IN AN AMOUNT NOT TO EXCEED \$87,480 FOR UAS TEST SITE: DEMOLITION PROJECT

SUMMARY

The award of this construction contract would authorize The Best Demolition & Recycling Co., Inc. to perform demolition, backfilling, and compaction at the UAS Test Site.

RECOMMENDED ACTION(S)

Award a construction contract to The Best Demolition & Recycling Co., Inc. in an amount not to exceed \$87,480 for the UAS Test Site: Demolition Project; and authorize the Chief Executive Officer to execute all related documents.

FISCAL IMPACT

None. Funding for this project is included in the approved Inland Valley Development Agency (IVDA) Fiscal Year 2025-2026 Budget as a Capital Project, Account Number 63201 - Project Number 25i006 - UAS Test Site, for \$150,000 of which \$87,480 is allocated for this project.

PREPARED BY:	Griselda Lizarraga
CERTIFIED AS TO AVAILABILITY OF FUNDS:	Alka Chudasama
APPROVED AS TO FORM AND LEGAL CONTENT:	Michael Lewin
FINAL APPROVAL:	Michael Burrows

BACKGROUND INFORMATION

The UAS Test Range, formally the Norton Air Force Base small arms range, is located south of the runway of the San Bernardino International Airport and is wholly owned by the IVDA. The site is located east of Hillwood's Southgate development on Central Avenue. The UAS Test Range is an approved site for aerospace research and development by the Alaska Center for Unmanned Aircraft Systems Integration (ACUASI) under a Federal Aviation Administration (FAA) designation. The Test Range is a new program operated by the UAS Center at SBD in partnership with ACUASI and FAA is to provide verification of the safety of public and civil UAS, operations, and related navigation procedures before integration into the National Airspace System (NAS).

To ensure the safety of all people utilizing the UAS Test Range, demolition of the existing shooting range structures is necessary. These structures are among the last remnants left behind by the Air Force following their departure from the airport. They currently sit within a large ground depression, years of exposure have caused them to rot and partially collapse, creating unsafe site conditions. The structures have been tested for hazardous materials and cleared. The proposed work includes full demolition and removal of all existing structures and debris, followed by backfilling and compaction operations.

This project aligns with IVDA's commitment to providing a safe, efficient, and user-friendly experience for tenants.

Staff solicited proposals from qualified contractors. Three (3) proposals were received, with the full project cost identified below:

- The Best Demolition & Recycling Co., Inc. \$87,480.00
- NK Demolition \$89,480.00
- T & G Construction \$201,236.20

IVDA's standard construction contract form will be used for this project.

Staff recommends the Board approve the above recommended actions.

Attachments:

1. Site Map
2. Work Area Map
3. Contractors' Proposals

SITE MAP



WORK AREA MAP



THE BEST DEMOLITION & RECYCLING CO., INC.

12000 Blucher Ave., Granada Hills, CA 91344 - (818) 366-3500 - Fax (818) 366-3535

ruben@bestdemo.org Contractor Lic # 692081 C-21 & C-12

January 15, 2025

Email:

jbarrow@sbdairport.com

Inland Valley Development Authority
1601 E. Third Street
San Bernadino, CA 92408
Attn: Jeff Barrow

Subject: Proposal no. **25359**
Drone Hanger Site
1601 E. Third St
San Bernadino, CA 92408

Dear Customer;

The Best Demo & Recycling Co., Inc. is pleased to submit our proposal for the above subject address. Best Demo has visited the site for the scope of work and the intent of new construction.

CONTRACT DOCUMENTS:

- Job Walk: August 14, 2025 Ruben Jeff and Anthony
- Soils Report: N/A
- Drawings: Site Aerial Photo

SCOPE OF WORK

Values

Base Bid 1: Demolition / Backfill

Provide supervision, equipment and operators to complete the demolition of 2 existing buildings. 1 approximately 2,400SF and the other approximately 600SF, Including steel beams and block walls and slab.
Site cleanup, grub the demolition area of all the brush and trees per our job walk, remove 2 telephone post.
Backfill and compact 2ft of soil at the bottom of the site and leave area safe and clean and clear, all soil to be compacted and on-site soil will be used.

Total \$87,480.00

The above work is to be completed for the sum of: Eighty-Seven Thousand Four Hundred Eighty Dollars and No/00 (\$87,480.00) subject to terms and conditions contained herein.

Option / Additional:

Values

Option 1: Extra/additional mobilization\$2,500.00 per equipment piece.

CITY PERMITS BY OTHERS

All materials are guaranteed to be as specified. The above work is to be performed in accordance with the drawings and any specifications submitted for the above work and would be completed in a substantial workmanlike manner.

Thank you for the opportunity to submit our proposal for this project. If you have any questions and/or requires any additional information, please contact me at O (818) 366-3500, M (818) 612-2444.

Sincerely,

Ruben Gutierrez
Project Manager

ACCEPTANCE

Upon signing, the client authorizes The Best Demolition & Recycling Co., Inc. to proceed with the above work described. Both parties agree to all terms, conditions and stipulations contained in this document

Client: **San Bernardino International Airport**

Best Demolition & Recycling Co., Inc.

The Best Demolition & Recycling Co. Inc.

CONTRACT TERMS AND CONDITIONS

GENERAL TERMS:

1. This proposal is valid for 90 days period. BDRC reserves the right to submit a new proposal after this period.
2. Notice to proceed shall be a minimum of 48 hours prior to the start of work
3. The client is to provide temporary facilities, sanitary toilets, water and power, and trash bins for daily clean-up of work.
4. BDRC will not be responsible for damages to unknown /buried /underground obstructions.
5. Any changes, additions, omissions, alterations, or deviations from the original bid documents involving extra costs will be executed only upon written approved orders and will become an extra charge additional to the contract price.
6. Additional labor if required will be charged as follows: Foreman - \$ PW per hour; Operator - \$ PW per hour; and Laborers - \$ PW per hour. Prices above are based not on prevailing wage. Prices are based on regular working hours.
7. Dump fees are based on current rates as of the date of this proposal.
8. A security deposit of 10% will be required upon mobilization, progress billing will be submitted
9. Payments are to be made bi-weekly as the work progresses to the value of 100% of the work completed.
10. Final Payment shall be 100% upon job completion.
11. No retention is to be held unless agreed upon prior to the start of work. If any retention was held, it shall be paid in full within 30 days after completion of this Contract Agreement.
12. BDRC reserves the right to stop work due to non-payment.

SPECIFIC INCLUSIONS - Unless otherwise specified, the work **includes** the following:

1. Coordination with Contractor's means, methods, procedures, scheduling and delivery of materials.
2. Provide competent, qualified, foreman, operator, apprentice and laborers to perform the above work.
3. Coordinate with Contractor inspections, conflicts and discrepancies in drawings and specifications.
4. Coordinate & make reasonable adjustments with other subcontractors work for project's expediency.
5. Traffic control and coordination related in the above work performance.
6. Safety meetings and requirement in compliance with OSHA and CALOSHA.
7. Daily clean-up of work and related items.

SPECIFIC EXCLUSIONS - Unless, otherwise specified, the work **does not include** the following:

Accidental Pollution/Pollution Liability; Any detailed noise or dust control program & dewatering; City permits & inspection fees; Delays due to others or beyond BDRC; Erosion control or erosion control plan or dewatering; General Construction Activity Storm Water Permit; Grading or earthwork of any kind; Not Applicable; Hard rock breaking, excavations & handling; Handling & disposal unknown buried structures or footings ; Hazardous or toxic waste handling or removal; Lay out protection & pedestrian control; Shoring earth excavations and bracing; Utility protection, disconnects, removals or capping; Waterproofing, Dirt export.

INSURANCE - BDRC shall maintain during the progress of work

Worker's Compensation and Employer's liability insurance for all workers and equipment utilized in the execution of the work. Insurance coverage will be the maximum statutory amounts of coverage. General Liability Insurance including personal injury and property damage with each occurrence and aggregate limits of not less than \$ 1,000,000.00 each. Owner and Contractor will be named as additional insured bonds, if required, shall be paid for by others prior to mobilization and subject to our Surety Company's approval of bond form

Client Initials _____

BDRC _____



1381 W. Rialto Ave. San Bernardino, CA 92410
Phone: 909 601-7160 Fax: 909 888-2440

Bid # 25-089

August 15, 2025

Attention: IVDA
(909)659-4056
Project: Demolition of Drone Site

Demolition Proposal

Scope of Work:

- Remove trees and vegetation to include root balls – around drone site only
- Demo and remove 2 structures to include footings -complete
- Remove trash, debris and steel beams from site
- Remove asphalt roads and any paths of travel around project site
- Remove any block walls; footing to remain, cut rebar flush to footing - bury with 2' native soil that is onsite compact to 90%
- Leave ready for future development
- power poles and additional items to achieve a clear site
- Level and compact bottom of area.
- Haul away all spoils generated by our scope only

Pricing & Terms:

-
- **Total Base Bid Price... \$89,480.00**
 - **Payment Terms-Net 30**

Conditions:

-
- No work to be performed until all utilities have been disconnected and removed by the owner.
 - Price is based on approved plans only.
 - This proposal includes **1** mobilization/s. Additional Mobilization at \$ 12,500.00.
 - The inclusions and exclusions from this proposal must be part of the contract.
 - The price is good for 30 days.
 - No work is to be started until the contract has been fully executed.
 - Based on prevailing wage rates unless otherwise noted.
 - Work is bid as non-PLA.
 - Work to begin ten days after notice to the local Air Quality Management District.
 - Dust Control for our work, working hours only.
 - Materials not listed in survey requiring disposal as hazardous will be handled as a changed condition.
 - NKD Inc. retains all salvage rights.
 - Owner/GC must provide all water and power within the proximity of our work.
 - The quoted price reflects that all work will be done between normal working hours.
 - Price is contingent upon completion of our work in the most efficient manner for our crews and does not include beneficial occupancy or stacking other trades within our work areas nor altering, staggering or rotating work schedules.
 - This proposal is good for 30 days.
 - Price is based on self-hauling of materials generated from this site.

Exclusions:

-
1. Earthwork, Backfill and re-compaction
 2. Shoring or bracing



1381 W. Rialto Ave. San Bernardino, CA 92410
Phone: 909 601-7160 Fax: 909 888-2440

Bid # 25-089

3. Import or export of soil
4. Erosion control or SWPPP.
5. Third party monitoring hazardous material work.
6. Clearance sampling for hazardous material work.
7. Permit costs & fees, Testing & Inspection & surveys
8. Utility (M/E/P/S) locating, marking, isolation, disconnect cutting, capping and/or air gapping prior to demolition work.
9. Concrete dowel & pour back
10. Removal of unknown structures below grade.
11. Removal of anything below **3'** existing finish grade
12. Layout (sawcut lines)
13. Excavating or grading
14. Chasing and removing roots extending outside of root ball.
15. Barricades, protective covers or canopies
16. Underpinning of false work
17. Grinding, bushing or roughening of surfaces
18. Removal of unknown hazardous material other than what is listed in proposal.
19. Concrete cutting, coring or drilling for other trades
20. Traffic control engineering; barricades and/or signs
21. Overtime work
22. Performance or material bonds
23. Construction water or meter cost
24. Removal of crushed Miscellaneous Base (CMB) under ac paving and/or concrete.
25. Filling of cesspools or capping of wells
26. Septic tanks and/or sewage disposal
27. Franchise disposal or mandated recycling.
28. Removal of furnishings, equipment and/or debris left by others to access our work.

Thank you for the opportunity to provide a quotation on this project. If you have any questions regarding this proposal, please contact me at (909)-904-2686.

Submitted By:

Nicholas Martinez

NK Demolition Inc.

State Contractors Lic. 1038782- B, C21, HAZ Exp. 04-30-26

DIR Registration No. 1001024647, Exp. 6-30-27



T&G Construction Services, Inc.
4360 Cloud Nine Ave Mojave, CA 93501
Ph. 661-824-2038 Fax 661-824-3418
LIC#962580

Attention: Jeff Barrow
San Bernardino International Airport Authority
San Bernardino CA 92408

8/20/2025

Proposal #G82025
PROJECT
Site Clean Up

Facility Name: Drone site clean up

Project Purpose

The purpose of the Drone Site Project is to prepare the designated site area for future development by performing complete site clearing, debris removal, and backfilling. The work will include removal of vegetation, demolition of existing structures and materials, and restoration of the site through backfilling and compaction using available on-site fill. The goal is to provide a safe, clean, and stable base for subsequent construction activities.

Scope of Work

1. Site Clearing and Removal

- **Vegetation Clearing**
 - Remove all trees, shrubs, and brush from the site.
 - Grub and remove roots, stumps, and organic materials to prevent regrowth.
- **Demolition and Removal of Structures and Materials**
 - Demolition and removal of concrete slabs.
 - Removal of asphalt pavement.
 - Demolition and disposal of CMU (Concrete Masonry Unit) block structures.
 - Removal and disposal of all metal debris and scrap.
 - Removal and proper disposal of light poles.
- **Debris Management**
 - All debris shall be hauled off-site and disposed of in accordance with all local, state, and federal regulations.

2. Backfilling and Compaction

- **Backfilling**
 - Fill all cleared and excavated areas using available on-site dirt/fill material.
- **Grading**
 - Grade the site to ensure a uniform, level surface in accordance with project requirements.
- **Compaction**
 - Compact all backfilled areas to a minimum of 90% Standard Proctor Density,



T&G Construction Services, Inc.
4360 Cloud Nine Ave Mojave, CA 93501
Ph. 661-824-2038 Fax 661-824-3418
LIC#962580

verified through field density testing.

Exclusions

The following items are specifically excluded from this scope of work unless otherwise noted in a written change order:

- Repair or replacement of damaged surfaces due to abatement/demolition work.
- 3rd party environmental monitoring charges.
- Site security measures (e.g., temporary fencing).
- Providing utilities such as water, backflow preventer, electricity, spider boxes, or portable
- toilets.
- Temporary erosion and sediment controls.
- Required professional engineering report.
- Cut and cap of existing utilities (water, electrical, gas).

Total base bid; \$ 201,236.20



TO: Inland Valley Development Agency Board

DATE: September 10, 2025

ITEM NO: 6

PRESENTER: Jillian Ubaldo, Clerk of the Board

SUBJECT: APPROVE MEETING MINUTES: AUGUST 13, 2025

SUMMARY

Submitted for consideration and approval by the IVDA Board: Meeting minutes of the regular meeting held Wednesday, August 13, 2025.

RECOMMENDED ACTION(S)

Approve meeting minutes of the regular meeting held August 13, 2025.

FISCAL IMPACT

None.

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

BACKGROUND INFORMATION

None.

Attachments:

1. August 13, 2025 meeting minutes

INLAND VALLEY DEVELOPMENT AGENCY

REGULAR MEETING BOARD ACTIONS

WEDNESDAY, AUGUST 13, 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

Mayor Frank Navarro	Present
Mayor Pro Tem David Toro	Present
VACANT	

City of Loma Linda

Mayor Phillip Dupper, Chairperson	Present
Councilmember Rhodes Rigsby	Present (Arrived at 5:03 P.M.)
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

Councilmember Fred Shorett	Present (Arrived at 5:05 P.M.)
Councilmember Juan Figueroa	Present (Arrived at 5:04 P.M.)
Councilmember Sandra Ibarra	Present (Arrived at 5:04 P.M.)
Councilmember Mario Flores(alt)	Present (In audience)

Staff Members and Others Present

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	Myriam Beltran, Planning and Programs 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 5:03 P.M. on Wednesday, August 13, 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 Mayor Pro Tem Juan Figueroa 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 5:04 P.M. Mr. Michael Lewin, Mirau, Edwards, Cannon, Lewin & Tooke, LLP, read the closed session items as posted on the Agenda.

- a. 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
- b. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8 Property: 105 North Leland Norton Way, San Bernardino CA 92408
Negotiating Parties: Michael Burrows, IVDA Chief Executive Officer and Betty Liu, Transportation Security Administration (TSA)

D. REPORT ON CLOSED SESSION

Chairperson Phillip Dupper reconvened the meeting at 5:28 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. Inland Valley Development Agency (IVDA) Website Update
 - c. Sterling Avenue Project
- 2a. Mr. Michael Burrows, Chief Executive Officer, reported on a recent meeting with the organizers of the Turkey Trot event. He noted that the 2025 Turkey Trot is scheduled to be held at California State University, San Bernardino.
- 2b. Ms. Jillian Ubaldo, Clerk of the Board, provided a brief update on enhancements to the IVDA website. She noted the addition of a new ADA compliant accessibility widget and a translation feature that supports up to 15 languages.
- 2c. Mr. Jeff Barrow, Director of Development, provided an update on the Sterling Avenue Project. He reported that base material has been placed at the center of the intersection, and paving is scheduled to begin next week. Overall, the project is progressing well.

Mr. Michael Burrows, Chief Executive Officer, noted that the Economic Development Administration (EDA) has been billed for reimbursement.

H. **BOARD CONSENT ITEMS**

3. Receive Register of Demands – July 9, 2025
4. Receive Register of Demands – August 13, 2025
5. Receive and file Cash Report for May 31, 2025, for the Inland Valley Development Agency (IVDA)
6. Receive and file Cash Report for June 30, 2025, for the Inland Valley Development Agency (IVDA)
7. Authorize Staff to Advertise for the 3rd Street Corridor Project
8. Approve Meeting Minutes: June 11, 2025

ACTION: Approve Agenda Item Nos. 3-8 of the Consent Calendar.

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

I. **BOARD ACTION ITEMS**

9. Consider and Discuss a Report on the Foreign Trade Zone Update

Ms. Beltran, Planning and Programs Manager, provided a brief update on the reorganization of the Foreign Trade Zone (FTZ) acreage. She noted that the agency is currently designated as Subzone 50-4 under the Port of Long Beach. The FTZ plays a key role in supporting economic development. Currently, much of the 175-acre designation is located in areas without active users. The proposed reorganization will maintain the same overall acreage but shift it to areas better positioned for current and future economic opportunities. Staff is working in coordination with the Port of Long Beach to prepare a formal modification proposal for submission to the FTZ Board for approval.

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

ACTION: Consider and discuss a report on the Foreign Trade Zone Update.

10. Consider and Discuss a Business Plan Update for the Inland Valley Development Agency (IVDA) for 2026-2030

Mr. Michael Burrows, Chief Executive Officer, noted that the agency's Business Plan is due for renewal at the end of the calendar year. He shared that staff is in the process of scheduling a workshop with Board Members to review the updated Business Plan and make any changes in accordance with the board, with the additional assistance of a facilitator.

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

ACTION: Consider and Discuss a Report on the Status of the 2026 Business Plan Update for the Inland Valley Development Agency (IVDA).

11. Review Status of the Action Plan for the Inland Valley Development Agency (IVDA) through December 31, 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 appreciation to staff for their work on the pre-construction documentation for the Sterling Avenue; 3rd Street Project. He noted that Caltrans is currently reviewing the submitted documents, and once approved, the project will move forward to the bidding phase.

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**

There were no public comments.

L. **BOARD MEMBER COMMENT**

Councilmember Sandra Ibarra announced that the ribbon cutting ceremony for the Mt. Vernon Bridge in San Bernardino is scheduled for August 23, 2025, and extended an invitation for all to attend.

M. **ADJOURNMENT**

There being no further business before the Board at this session, Chairperson Phillip Dupper declared the meeting adjourned at 5:42 P.M.

Approved at a Regular Meeting of the Inland Valley Development Agency Board on September 10, 2025.

Jillian Ubaldo
Clerk of the Board



TO: Inland Valley Development Agency Board

DATE: September 10, 2025

ITEM NO: 7

PRESENTER: Michael Burrows, Chief Executive Officer

SUBJECT: ADOPT RESOLUTION NO. 2025-05 CANCELLING AND WITHDRAWING THE APPROVAL OF THE ENVIRONMENTAL IMPACT REPORT (EIR) AND RELATED DOCUMENTS FOR THE INLAND VALLEY INFRASTRUCTURE CORRIDOR (IVIC) PROJECT

SUMMARY

Resolution 2025-03 was adopted by the Inland Valley Development Agency (IVDA) Board on March 12, 2025, approving the Environmental Impact Report (EIR) for the Inland Valley Infrastructure Corridor (IVIC) project. Adoption of Resolution No 2025-05 would cancel and withdraw the approval of the EIR for the IVIC project and related documents, in the event that the IVDA Board finds that it does not want to proceed further with the project at this time.

RECOMMENDED ACTION(S)

Adopt Resolution No. 2025-05; and authorize the IVDA Board Chair to execute all related documents, subject to conforming changes as approved by legal counsel.

FISCAL IMPACT

None. Adoption of Resolution No. 2025-05 would cease all additional IVDA expenditures related to the IVIC project; subject to any court mandated fees as may be applicable. All such costs are included in the adopted IVDA FY 2025/26 Budget in the IVIC project in the Capital Projects fund and in the litigation reserve accounts.

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

BACKGROUND INFORMATION

Resolution 2025-03 was adopted by the Inland Valley Development Agency (IVDA) Board on March 12, 2025, approving the Environmental Impact Report (EIR) for the Inland Valley Infrastructure Corridor (IVIC) project. Adoption of Resolution No 2025-05 would cancel and withdraw the approval of the EIR for the IVIC project and related documents in the event that the IVDA Board finds that it does not want to proceed further with the project at this time.

Staff recommends that the Board approve the recommended action as set forth above.

Attachments:

1. Project Map
2. Resolution No. 2025-05

Inland Valley Infrastructure Corridor



RESOLUTION NO. 2025-05

A RESOLUTION OF INLAND VALLEY DEVELOPMENT AUTHORITY (IVDA), CANCELLING AND WITHDRAWING RESOLUTION NO. 2025-03 APPROVING THE FINAL ENVIRONMENTAL IMPACT REPORT AND RELATED DOCUMENTS FOR THE INLAND VALLEY INFRASTRUCTURE CORRIDOR

WHEREAS, the Inland Valley Development Agency (the “IVDA”) is a joint powers authority created pursuant to Government Code Sections 6500, et seq., established in January 1990 pursuant to that certain Amended Joint Exercise of Powers Agreement (Inland Valley Development Agency), dated as of February 12, 1990, by and among the City of San Bernardino, the City of Colton, the City of Loma Linda, and the County of San Bernardino, as amended; and

WHEREAS, for some time, IVDA has been considering a possible public infrastructure project known as the "Inland Valley Infrastructure Corridor (IVIC) Project" to be located immediately north of the San Bernardino International Airport (SBIA) which would include areas within the municipal boundaries of the Cities of San Bernardino and Highland; and

WHEREAS, pursuant to California Environmental Quality Act (CEQA) requirements, the IVIC Project was envisioned and forecast to be developed over a period of about 20 years in an incremental manner and would have included substantial roadway, City Creek Bypass Channel improvements, as well as a reservoir, a well, sewer, and other safety and mobility improvements; and

WHEREAS, the IVDA distributed the Draft Environmental Impact Report (Draft EIR) for the Inland Valley Infrastructure Corridor (IVIC) (SCH# 2023110715) for public review with the review starting on August 20, 2024, and received comments during the review period from the public and other interested parties; and

WHEREAS, as provided by applicable law, IVDA responded to all comments and conducted noticed public hearings before certifying the Final EIR on March 12, 2025; and

WHEREAS, on or about April 17, 2025, the People’s Collective for Environmental Justice (PCEJ) filed a lawsuit against IVDA regarding the project; and

WHEREAS, the IVDA Board has now determined that it will not pursue the project at this time for a variety of reasons, i.e. to continue to pursue the project at this time would constitute a significant strain on already limited public funds which are restricted solely for public infrastructure purposes, and that many of the goals of the project may be achieved by separate actions of continued coordination with responsible agencies.

NOW, THEREFORE, THE INLAND VALLEY DEVELOPMENT AGENCY BOARD HEREBY FINDS AND RESOLVES as follows:

1. The Board hereby sets aside any and all entitlements and approvals for the IVIC Project.
2. Resolution No. 2025-03 is rescinded in its entirety.
3. The Board hereby directs that IVDA seek dismissal of the PCEJ lawsuit.

[SIGNATURES ON FOLLOWING PAGE]

The foregoing Resolution was PASSED, APPROVED AND ADOPTED this 10th of September 2025 by the following vote:

MOTION:

SECOND:

AYES:

NOES:

ABSENT:

ABSTAIN:

Phillip Dupper, Chair
Inland Valley Development Agency

(SEAL)

Attest:

Jillian Ubaldo, Clerk of the Board
Inland Valley Development Agency

I, Jillian Ubaldo, Clerk of the Board for the Inland Valley Development Agency (“IVDA”) do hereby certify that the foregoing Resolution No. 2025-05 was duly and regularly passed and adopted by the IVDA Board at a Regular meeting thereof, held on the 10th day of September, 2025, and that the foregoing is a full, true and correct copy of said Resolution and has not been amended or repealed.

(SEAL)

Attest:

Jillian Ubaldo, Clerk of the Board
Inland Valley Development Agency



TO: Inland Valley Development Agency Board

DATE: September 10, 2025

ITEM NO: 8

PRESENTER: Jillian Ubaldo, Clerk of the Board

SUBJECT: CONSIDER AND DISCUSS A REPORT ON ANNUAL BUSINESS PLAN PROGRESS

SUMMARY

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

RECOMMENDED ACTION(S)

Consider and discuss a report on the Annual Business Plan progress.

FISCAL IMPACT

None. For consideration and discussion.

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

BACKGROUND INFORMATION

A Story Map presentation will be provided at the time of the meeting.

Attachments:

1. None.



TO: Inland Valley Development Agency Board

DATE: September 10, 2025

ITEM NO: 9

PRESENTER: Jeff Barrow, Director of Development

SUBJECT: CONSIDER AND DISCUSS A REPORT ON THE STATUS OF THE 3RD STREET CORRIDOR PROJECT

SUMMARY

The 3rd Street Corridor Project is a U.S. Department of Transportation (DOT) funded public infrastructure project designed to address and improve public roadway segments north of the San Bernardino International Airport along 3rd Street between Sterling Avenue and Victoria Avenue. While portions of this corridor have been previously upgraded, there are segments which still require improvements in order to meet City of San Bernardino requirements.

RECOMMENDED ACTION(S)

Consider and discuss a report on the 3rd Street Corridor Project. For informational purposes.

FISCAL IMPACT

None.

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

BACKGROUND INFORMATION

The 3rd Street Corridor Project is a U.S. Department of Transportation (DOT) funded public infrastructure project designed to address and improve public roadways north of the San Bernardino International Airport along 3rd Street between Sterling Avenue and Victoria Avenue. While portions of this corridor have been previously upgraded, there are segments which still require improvements in order to meet City of San Bernardino requirements. This project is being administered by CalTrans and is in the final pre-construction approval stage.

For review and discussion.

Attachments:

1. Project Map



INLAND VALLEY DEVELOPMENT AGENCY

3rd Street Corridor (between Sterling Ave. to Victoria Ave.) AERIAL EXHIBIT



Project limits 





TO: Inland Valley Development Agency Board

DATE: September 10, 2025

ITEM NO: 10

PRESENTER: Michael Burrows, Chief Executive Officer

SUBJECT: REVIEW STATUS OF THE ACTION PLAN FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) THROUGH DECEMBER 31, 2025

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, 2025.

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 2025/26.

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

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. On or before January, 2026, the IVDA Business Plan is scheduled for a 5-year update. Staff is coordinating potential dates and times to facilitate workshops with the Board.

For review and discussion.

Attachments:

1. IVDA Action Plan

December 31, 2025 – IVDA Focal Areas



JPA Obligations

UAS Center at SBD

Amended ROPS

Alliance-California Obligations

Northgate Development

Economic Development
Programs

Sterling Avenue
3rd Street Corridor
Norton Test Range

Grant Programs & Initiatives



Inland Valley Development Agency

Action Plan for IVDA (12/31/25)

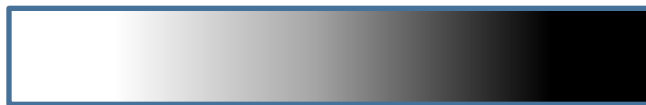
Month	Key Initiative	Key Resources	Completion Date
July, 2025	Updated Action Plan; Sterling Avenue Project	IVDA Board & Committee, CEO, General Counsel, Director of Finance, Staff	July 31, 2025
August, 2025	Sterling Avenue Project; 3 rd Street Corridor Project; UAS Center at SBD	IVDA Board & Committee, CEO, Director of Finance, Staff	August 31, 2025
September, 2025	Prepare Amended ROPS; EDA CEDS Update; 3 rd Street Corridor Project	IVDA Board & Committee, CEO, Director of Finance, Staff	September 30, 2025
October, 2025	Quarterly Financials; Economic Development Initiatives	IVDA Board & Committee, Oversight Board, Director of Finance, Clerk of Board, Staff	October 31, 2025
November, 2025	Report on Grant Programs & Legislative Initiatives	IVDA Board & Committee, CEO, Director of Finance, Staff	November 30, 2025
December, 2025	Complete Annual Audit; Business Plan Review	IVDA Board & Committee, CEO, Director of Finance, Staff	December 31, 2025

IVDA Action Plan – Implementation



September, 2025

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

Sterling Avenue
3rd Street Corridor
UAS Center at SBD

Business Plan Progress
Report

