

# INLAND VALLEY DEVELOPMENT AGENCY

## REGULAR MEETING AGENDA

WEDNESDAY, SEPTEMBER 9, 2026

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**

*Councilmember, 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**

*Councilmember, 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*

#### **Amy Jones**

*Mayor, City of Loma Linda*

#### **Vacant**

*City of Colton*

- Full agenda packets are available at the IVDA office, 1601 East Third Street, San Bernardino, California, and 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 8:00 a.m. to 5:00 p.m., Monday through Friday.
- 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. Speaker slips should be turned in to the Clerk of the Board prior to the start of Public Comment.
- Public comments for both agenda and non-agenda items 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**

Anyone who wishes to speak during Closed Session Public Comment is requested to fill out a speaker slip and submit it to the Clerk of the Board prior to the start of Closed Session Public Comment. Public comments are limited to three minutes per speaker and must be limited strictly to matters appearing on the Closed Session portion of the agenda. 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.

**C. CLOSED SESSION**

An announcement is typically made prior to closed session discussions as to the potential for reportable action at the conclusion of closed session.

- a. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8  
Property: 1601 East Third Street, San Bernardino CA 92408  
Negotiating Parties: Michael Burrows, IVDA Chief Executive Officer and Leslie Barrett, Vanir Executive Director and Vice President  
Under Negotiations: Instructions will be given to the IVDA negotiator concerning availability of property, terms and price
- b. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8  
Properties: APNs 0279-053-20-0000, 0279-063-01-0000, 0279-063-23-0000, 0279-063-24-0000, 0279-122-09-0000, 0279-122-11-0000, 0279-122-10-0000, and 0279-122-25-0000  
Negotiating Parties: Michael Burrows, IVDA Chief Executive Officer and Terry Thompson, Director Real Estate Services Department, County of San Bernardino  
Under Negotiations: Instructions will be given to the IVDA negotiator concerning availability of property, terms and price
- c. Conference with Legal Counsel pursuant to Gov. Code 54956.9(d) – significant exposure to litigation: one case

**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 9, 2026**  
**[PRESENTER: Jillian Ubaldo, Clerk of the Board PAGE#: 006]**

### G. **INFORMATIONAL ITEMS**

The following subject matters and their attachments are submitted to the Board Members for informational purposes only. No formal action or motion is required. Board 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.

#### 2. **Informational Items**

- 2a. **CHIEF EXECUTIVE OFFICER REPORT**  
**[PRESENTER: Michael Burrows, Chief Executive Officer PAGE#: 014]**
- 2b. **REPORT ON FOREIGN TRADE ZONE (FTZ)**  
**[PRESENTER: Michael Burrows, Chief Executive Officer PAGE#: 015]**

### H. **OPEN SESSION PUBLIC COMMENT**

Anyone who wishes to speak during Open Session Public Comment is requested to fill out a speaker slip and submit it to the Clerk of the Board prior to the start of Public Comment. Public comments are limited to three minutes per speaker for both agenda and non-agenda items. 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. Pursuant to the Brown Act, the Commission may not discuss or take action on non-agenda items raised during public comment but may briefly respond to statements or direct items to staff for future consideration.

### I. **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 9, 2026**  
**[PRESENTER: Mark Cousineau, Director of Finance PAGE#: 016]**

4. RECEIVE AND FILE CASH REPORT FOR JULY 31, 2026 FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA)  
[PRESENTER: Mark Cousineau, Director of Finance **PAGE#: 023**]
5. AUTHORIZE STAFF TO PURSUE A COOPERATIVE AGREEMENT WITH THE SAN BERNARDINO COUNTY TRANSPORTATION AUTHORITY (SBCTA)  
[PRESENTER: Michael Burrows, Chief Executive Officer **PAGE#: 026**]
6. APPROVE THE FILING OF A NOTICE OF COMPLETION WITH DUSTIN SMITH EQUIPMENT, INC. FOR THE UAS TEST SITE: BACKFILL & SITE WORK PROJECT AND AUTHORIZE THE RELEASE OF RETAINED FUNDS  
[PRESENTER: Jeff Barrow, Director of Development **PAGE#: 028**]
7. AUTHORIZE STAFF TO ADVERTISE A REQUEST FOR PROPOSALS (RFP) FOR THE PROVISION OF JANITORIAL SERVICES FOR THREE (3) INLAND VALLEY DEVELOPMENT AGENCY (IVDA) OWNED FACILITIES  
[PRESENTER: Jonathan Galvan, Airport Manager **PAGE#: 035**]
8. APPROVE MEETING MINUTES: AUGUST 12, 2026  
[PRESENTER: Jillian Ubaldo, Clerk of the Board **PAGE#: 038**]

**J. BOARD ACTION ITEMS**

9. APPROVE A LICENSE AGREEMENT FOR ACCESS TO PROPERTY LOCATED WITHIN THE CITY OF SAN BERNARDINO FOR THE CONSTRUCTION, OPERATION AND MAINTENANCE OF AN AIRPORT GATEWAY MONUMENT AND LANDSCAPE IMPROVEMENTS  
[PRESENTER: Catherine Pritchett, Director of Administration and Government Affairs **PAGE#: 046**]
10. CONSIDER AND DISCUSS A REPORT ON THE UAS CENTER AT SBD  
[PRESENTER: Kim Benson, UAS Center at SBD Administrator **PAGE#: 064**]
11. RECEIVE AND FILE SUMMARY REPORT ON FEASIBILITY ON THE CREATION OF A COMMUNITY REVITALIZATION AND INVESTMENT AUTHORITY (CRIA)  
[PRESENTER: Michael Burrows, Chief Executive Officer **PAGE#: 066**]
12. REVIEW STATUS OF THE ACTION PLAN FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) THROUGH DECEMBER 31, 2026  
[PRESENTER: Michael Burrows, Chief Executive Officer **PAGE#: 073**]

**K. 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.

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 14, 2026.

|                                                                                   |                                                                                                                                                                                     |
|-----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <p><b>TO:</b> Inland Valley Development Agency Board</p> <p><b>DATE:</b> September 9, 2026</p> <p><b>ITEM NO:</b> 1</p> <p><b>PRESENTER:</b> Jillian Ubaldo, Clerk of the Board</p> |
|-----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**SUBJECT: POSSIBLE CONFLICT OF INTEREST ISSUES FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) BOARD MEETING OF SEPTEMBER 9, 2026**

### **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. influential drones

This agenda contains recommendations for action relative to the following contractors/principals and their respective subcontractors (as informed to IVDA staff by the Principals):

| <b><u>Agenda<br/>Item No.</u></b> | <b><u>Contractors/Tenants</u></b>                                                                       | <b><u>Subcontractors/Subtenants</u></b> |
|-----------------------------------|---------------------------------------------------------------------------------------------------------|-----------------------------------------|
| 5.                                | <u>San Bernardino County Transportation Authority</u>                                                   | None.                                   |
| 6.                                | <u>Dustin Smith Equipment, Inc.</u><br>Dustin Wayne Smith, CEO/CFO<br>Jasmine Dodaro, Secretary         | None.                                   |
| 9.                                | <u>City of San Bernardino</u>                                                                           | None.                                   |
| 11.                               | <u>Rosenow Spevacek Group, Inc.</u><br>Kathleen Rosenow<br>Frank Spevacek<br>Jill Riggs<br>Wilson Riggs | 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><b>TO:</b> Inland Valley Development Agency Board</p> <p><b>DATE:</b> September 9, 2026</p> <p><b>ITEM NO:</b> 2a</p> <p><b>PRESENTER:</b> Michael Burrows, Chief Executive Officer</p> |
|-----------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**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><b>TO:</b> Inland Valley Development Agency Board</p> <p><b>DATE:</b> September 9, 2026</p> <p><b>ITEM NO:</b> 2b</p> <p><b>PRESENTER:</b> Michael Burrows, Chief Executive Officer</p> |
|-----------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**SUBJECT: INFORMATIONAL ITEMS – REPORT ON FOREIGN TRADE ZONE (FTZ)**

## **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



**TO: Inland Valley Development Agency Board**

**DATE: September 9, 2026**

**ITEM NO: 3**

**PRESENTER: Mark Cousineau, Director of Finance**

**SUBJECT: RECEIVE REGISTER OF DEMANDS - SEPTEMBER 9, 2026**

**SUMMARY**

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

**RECOMMENDED ACTION(S)**

Receive for information.

**FISCAL IMPACT**

Disbursements for amounts due in August 2026.

|                                        |                 |
|----------------------------------------|-----------------|
| 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 2026 amount to \$ 1,022,881.13 that include the following.

- **Professional Services:** Alvarez Holdings, LLC; Aken; California Strategies & Advocacy LLC; CJMC Holdings LLC; Cole Huber LLP; D&A Consulting; Desmond & Louis Inc.; Elizabeth L. Martyn; Imagine Systems; Innovative Federal Strategies LLC; Mirau Edwards Cannon Lewin & Tooke LLP; Product Research Gear LLC; Rogers, Anderson, Malody & Scott LLP; RSG, Inc.; Tactical Drone Concepts; Terry Parish; The Natelson Dale Group Inc.; and Zenaida Global were paid \$ 131,589.33.
- **Capital Projects Cost:** City of Highland; Cordoba Corporation; and Matich Corporation were paid \$ 476,550.39.
- **Utilities:** Burrtec Waste Industries Inc., City of San Bernardino Water Department, Southern California Edison, Utility Telecom Group LLC, and Verizon Wireless were paid \$ 100,743.15.
- **Employee Benefits:** Ameritas Life Insurance Corp., Fidelity Security Life Insurance Co., Roundstone Management, and The Lincoln National Life Insurance Co., were paid \$ 34,720.44.

### **Attachments:**

1. August 2026 Register of Demands for the September 09, 2026 Board Meeting
2. Visa Breakdown - July 2026

**Inland Valley Development Agency  
Register of Demands for August 2026  
September 9, 2026 Board Meeting**

| Line | Vendor name                                          | Description                                                       | Payment amount |
|------|------------------------------------------------------|-------------------------------------------------------------------|----------------|
| 1    | Aerolearn Inc.                                       | Annual site license for Aerolearn Flow and training services      | \$ 1,625.00    |
| 2    | Alvarez Holdings, LLC                                | International trade consulting services                           | 14,000.00      |
| 3    | Am-Tec Total Security Inc.                           | Monthly fire and burglar alarm monitoring and inspection          | 416.45         |
| 4    | Amazon Capital Services Inc.                         | Office supplies and equipment                                     | 437.63         |
| 5    | Ameritas Life Insurance Corp.                        | Employee group benefits - dental and vision                       | 15,922.14      |
| 6    | Arken                                                | Engineering and design services                                   | 15,750.00      |
| 7    | Burrtec Waste Industries Inc.                        | Refuse                                                            | 1,033.62       |
| 8    | C & A Janitorial Services                            | Janitorial services                                               | 10,689.92      |
| 9    | California Strategies & Advocacy LLC                 | Professional lobbying and related consulting services             | 5,000.00       |
| 10   | Cintas Corporation                                   | Uniform and mat rentals                                           | 185.89         |
| 11   | City of Highland                                     | 3rd -5th Street Corridor Roadways Improvements                    | 300,238.21     |
| 12   | City of San Bernardino Water Department              | Water and sewer services                                          | 41,187.63      |
| 13   | CJMC Holdings LLC                                    | Construction and project management services for capital projects | 2,475.00       |
| 14   | Cole Huber LLP                                       | Professional legal services                                       | 6,118.53       |
| 15   | Cordoba Corporation                                  | 3rd -5th Street Corridor Roadways Improvements                    | 75,150.00      |
| 16   | Corodata Shredding Inc.                              | Interoffice shredding services                                    | 58.51          |
| 17   | Cross Connections                                    | Handheld radios for UAS Center                                    | 9,940.39       |
| 18   | D&A Consulting                                       | Professional services - UAS Center drone standards development    | 1,925.00       |
| 19   | Desmond & Louis Inc.                                 | Event marketing and media professional services                   | 4,000.00       |
| 20   | Elizabeth L. Martyn                                  | Legal services (Successor Agency)                                 | 252.00         |
| 21   | ETS Digital, LLC DBA PSI Services, LLC               | FAA Exam vouchers                                                 | 4,375.00       |
| 22   | Event Design Lab                                     | Live streaming services                                           | 2,400.00       |
| 23   | Fidelity Security Life Insurance Co FSA              | Employee group benefits - flexible spending accounts              | 5,010.42       |
| 24   | Imagine Systems Inc.                                 | IT consulting services and desktop maintenance                    | 2,312.38       |
| 25   | Inland Valley Development Agency<br>Successor Agency | Annual Prior Period Adjustment (PPA)                              | 229,718.00     |
| 26   | Innovative Federal Strategies LLC                    | Federal legislative advocacy services                             | 5,416.66       |
| 27   | Matich Corporation                                   | Sterling Avenue U.S. EDA improvement project                      | 101,162.18     |



**Inland Valley Development Agency  
Register of Demands for August 2026  
September 9, 2026 Board Meeting**

|    |                                                     |                                                                                                                    |                        |
|----|-----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|------------------------|
| 28 | Mirau Edwards Cannon Lewin & Tooke LLP              | Professional services - legal                                                                                      | 4,357.50               |
| 29 | Mobile Modular Management Corp (McGrath Rentcorp)   | Mobile office trailer rental at UAS Center                                                                         | 1,963.61               |
| 30 | Parts Authority Metro LLC                           | Automotive replacement parts, tools/equipment, transmissions, accessories and supplies                             | 412.88                 |
| 31 | Petty Cash - Alka Chudasama                         | Petty cash disbursement                                                                                            | 477.24                 |
| 32 | Product Research Gear LLC                           | Professional services to provide consulting for UAS Center on drone emergency response                             | 3,000.00               |
| 33 | Rogers, Anderson, Malody & Scott LLP                | Professional audit services of IVDA financial statements                                                           | 10,950.00              |
| 34 | Roundstone Management                               | Health insurance renewal collateral                                                                                | 6,180.00               |
| 35 | RSG, Inc.                                           | Professional services - continuing disclosure and consulting                                                       | 16,142.50              |
| 36 | Southern California Edison                          | Electricity                                                                                                        | 56,050.93              |
| 37 | Staples, Inc. DBA Staples Contract & Commercial LLC | Office supplies                                                                                                    | 2,629.66               |
| 38 | Tactical Drone Concepts                             | Professional services to provide consulting and training                                                           | 19,925.85              |
| 39 | Terry Parisher                                      | Professional services to provide consulting to UAS Center on drone policy creation for public and private entities | 1,950.00               |
| 40 | The Lincoln National Life Insurance Co.             | Employee group benefits - life insurance                                                                           | 7,607.88               |
| 41 | The Natelson Dale Group Inc.                        | Annual Performance Report for Comprehensive Economic Development Strategy                                          | 5,680.00               |
| 42 | Titan Aerospace Insurance, LLC                      | Insurance premium                                                                                                  | 130.00                 |
| 43 | University of Alaska                                | UAS Center consultant for corridor project                                                                         | 216.07                 |
| 44 | Utility Telecom Group LLC                           | Ethernet and phone services for Building 48                                                                        | 1,598.72               |
| 45 | Verizon Wireless                                    | Wireless monthly service and equipment purchases                                                                   | 872.25                 |
| 46 | Visa (CAL-Card)                                     | September 2026 Meeting July Visa breakdown                                                                         | 13,320.18              |
| 47 | Western Exterminator Company                        | Pest control                                                                                                       | 281.39                 |
| 48 | Zenaida Global                                      | Professional consulting services - UAS Center at SBD                                                               | 12,333.91              |
|    |                                                     |                                                                                                                    |                        |
|    | <b>Total</b>                                        |                                                                                                                    | <b>\$ 1,022,881.13</b> |

**Inland Valley Development Agency**  
**Visa Breakdown**  
**July 2026**

| Line | Description                                       | Payee                                       | Department         | Amount   |
|------|---------------------------------------------------|---------------------------------------------|--------------------|----------|
| 1    | Building 48 general conference call line          | Free Conference Call                        | Administration     | \$ 10.00 |
| 2    | Building 48 water dispenser                       | Quench                                      | Administration     | 275.19   |
| 3    | Ergonomics mouse                                  | Best Buy                                    | Administration     | 59.80    |
| 4    | HR secure fax line                                | Interfax                                    | Administration     | 9.50     |
| 5    | AI subscription for writing assistance            | Open AI Chat GPT                            | Administration     | 50.00    |
| 6    | Uber ONE subscription                             | Uber*One                                    | Administration     | 9.99     |
| 7    | Monthly subscription for recruitment              | LinkedIn                                    | Administration     | 52.49    |
| 8    | Postage meter lease fees                          | Pitney Bowes                                | Clerk of the Board | 232.47   |
| 9    | Postage meter lease fees                          | Pitney Bowes                                | Clerk of the Board | 21.26    |
| 10   | Local newspaper subscription                      | San Bernardino Sun                          | Clerk of the Board | 19.96    |
| 11   | Membership Renewal Fee                            | International Institute of Municipal Clerks | Clerk of the Board | 135.00   |
| 12   | Office supplies                                   | Best Buy                                    | Executive Office   | 89.15    |
| 13   | Office supplies                                   | Lowe's                                      | Executive Office   | 84.48    |
| 14   | Replacement parts                                 | Allied Refrigeration Inc.                   | Facilities         | 118.66   |
| 15   | Drain cleaner                                     | Ferguson                                    | Facilities         | 43.67    |
| 16   | Plumbing repair supplies for Building 48          | Pro Pipe supply                             | Facilities         | 687.52   |
| 17   | Plumbing repair supplies for Building 48          | Backflow Parts USA                          | Facilities         | 302.30   |
| 18   | Subscription for QuickBooks access                | Intuit QuickBooks                           | Finance            | 130.40   |
| 19   | Continuing professional education - Victor Flores | myPEScpe                                    | Finance            | 159.50   |
| 20   | Continuing professional education - Reshma Rajan  | myPEScpe                                    | Finance            | 159.50   |
| 21   | CPA membership                                    | AICPA & CIMA                                | Finance            | 590.00   |
| 22   | Finance computer software                         | Intuit QuickBooks                           | Finance            | 141.55   |
| 23   | Backflow repair parts                             | Ferguson                                    | Grounds            | 489.50   |
| 24   | Backflow repair parts                             | Ontario Winnelson Co                        | Grounds            | 370.47   |
| 25   | Backflow repair parts                             | Riverside Winnelson Co                      | Grounds            | 161.63   |

**Inland Valley Development Agency**  
**Visa Breakdown**  
**July 2026**

| Line | Description                                                                       | Payee                 | Department             | Amount   |
|------|-----------------------------------------------------------------------------------|-----------------------|------------------------|----------|
| 26   | Return on backflow repair parts                                                   | Ontario Winnelson Co  | Grounds                | -362.28  |
| 27   | Supplies for Gate installation                                                    | K & L Hardware        | Grounds                | 33.45    |
| 28   | Part for gate installation                                                        | Lowe's                | Grounds                | 53.85    |
| 29   | SHRM Re-certification                                                             | SHRM                  | Human Resources        | 165.00   |
| 30   | 365 Monthly subscription                                                          | Microsoft             | Information Technology | 814.06   |
| 31   | 365 Monthly subscription                                                          | Microsoft             | Information Technology | 231.00   |
| 32   | 365 Monthly subscription                                                          | Microsoft             | Information Technology | 231.00   |
| 33   | Plumbing parts for UAS Center                                                     | Lowes                 | UAS Center at SBD      | 235.97   |
| 34   | Travel: Lodging for Kim Benson UAS Center meetings                                | Residence Inn         | UAS Center at SBD      | 193.16   |
| 35   | Travel: Lodging for Emily Hines UAS Center meetings                               | Residence Inn         | UAS Center at SBD      | 543.48   |
| 36   | Travel: Lodging for Kim Benson UAS Center meetings                                | Residence Inn         | UAS Center at SBD      | 193.16   |
| 37   | Travel: Lodging for Dave Krause UAS Center meetings                               | Residence Inn         | UAS Center at SBD      | 895.08   |
| 38   | Travel: Lodging for UAS meetings in Virginia                                      | Marriott              | UAS Center at SBD      | 183.54   |
| 39   | Travel: Lodging for Dave Krause UAS Center meetings                               | Residence Inn         | UAS Center at SBD      | 181.16   |
| 40   | Travel: Lodging for Dave Krause UAS Center meetings                               | Residence Inn         | UAS Center at SBD      | 386.32   |
| 41   | Travel: Parking for ESRI User Conference in San Diego                             | San Diego Parking     | Clerk of the Board     | 5.00     |
| 42   | Travel: Parking for ESRI User Conference in San Diego                             | ACE Parking           | Clerk of the Board     | 6.00     |
| 43   | Travel: Lodging at Home2Suites for J. Ubaldo at ESRI User Conference in San Diego | Expedia               | Clerk of the Board     | 383.24   |
| 44   | Travel: Meal for ESRI conference                                                  | Casa De Bandini       | Executive Office       | 77.41    |
| 45   | Travel: Meal for ESRI conference                                                  | Las Olas              | Executive Office       | 115.26   |
| 46   | Travel: Lodging for ESRI conference                                               | Courtyard by Marriott | Executive Office       | 16.01    |
| 47   | Travel: Lodging for ESRI conference                                               | Courtyard by Marriott | Executive Office       | 828.69   |
| 48   | Travel: Parking for ESRI User Conference in San Diego                             | ACW Parking           | Executive Office       | 25.00    |
| 49   | Travel: Airfare                                                                   | United Airlines       | Executive Office       | 1,111.75 |
| 50   | Travel: Rental car for ground transportation                                      | Go Rental             | Executive Office       | 198.56   |

**Inland Valley Development Agency  
Visa Breakdown  
July 2026**

| Line                    | Description                                  | Payee           | Department       | Amount              |
|-------------------------|----------------------------------------------|-----------------|------------------|---------------------|
| 51                      | Travel: Rental car for ground transportation | Hertz           | Executive Office | 469.36              |
| 52                      | Travel: Rental car for ground transportation | Hertz           | Executive Office | 763.79              |
| 53                      | Travel: Rental car for ground transportation | Hertz           | Executive Office | 21.73               |
| 54                      | Travel: Airfare                              | United Airlines | Executive Office | 656.40              |
| 55                      | Travel: Lodging for UAS meetings in Virginia | Marriott        | Executive Office | 203.40              |
| 56                      | Personal meal ordered on CC in Error         | UberEats        | Human Resources  | 56.64               |
|                         |                                              |                 |                  |                     |
| <b>Total</b>            |                                              |                 |                  | <b>13,320.18</b>    |
| Visa Statement Balance: |                                              |                 |                  | <u>\$ 13,320.18</u> |
| Date Prepared:          |                                              |                 |                  | 8/25/2026           |



**TO: Inland Valley Development Agency Board**

**DATE: September 9, 2026**

**ITEM NO: 4**

**PRESENTER: Mark Cousineau, Director of Finance**

**SUBJECT: RECEIVE AND FILE CASH REPORT FOR JULY 31, 2026 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, 2026 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, 2026, for the Inland Valley Development Agency. The total book value of Cash, Investments, and Investments Held with Fiscal Agent accounts is \$29,486,171.41 on July 31, 2026. Banks' statements reflect \$29,506,128.81. The difference in totals is due to deposits in transit and outstanding checks on July 31, 2026.

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

**Attachments:**

1. Cash Report for July 31, 2026

# Inland Valley Development Agency

## Cash Report

**July 31, 2026**

### IVDA JPA CASH

| <u>Cash</u>                                            | Balance<br>06/30/26 | Activities   | Balance<br>07/31/26 |
|--------------------------------------------------------|---------------------|--------------|---------------------|
| <i>MMKT/ Savings Account - CHASE Bank</i>              | 1,459,384.97        | (329,977.38) | 1,129,407.59        |
| <i>Checking Account - CHASE Bank</i>                   | 239,182.00          | (119,429.87) | 119,752.13          |
| Deposits In Transit:                                   |                     |              |                     |
| Beginning                                              | -                   | -            | -                   |
| Ending                                                 | -                   | 4,320.96     | 4,320.96            |
| Outstanding Checks:                                    |                     |              |                     |
| Beginning                                              | (3,487.27)          | 3,487.27     | -                   |
| Ending                                                 |                     | (24,278.36)  | (24,278.36)         |
| <i>Payroll Account - CHASE Bank</i>                    | 22.38               | -            | 22.38               |
| <i>Benefits Account - CHASE Bank</i>                   | 36,813.05           | 9,795.76     | 46,608.81           |
| <i>BRORF Account - CHASE Bank</i>                      | 2,982,277.01        | 49.92        | 2,982,326.93        |
| <i>Cash with Fiscal Agent- MECLT Trust</i>             | 95,323.61           | 4.05         | 95,327.66           |
| Subtotal                                               | 4,809,515.75        | (456,027.65) | 4,353,488.10        |
| <u>Investments</u>                                     |                     |              |                     |
| <i>Local Agency Investment Funds - Regular Account</i> | 86,446.89           | 843.87       | 87,290.76           |
| <i>Local Agency Investment Funds - Bond Account</i>    | 138,503.94          | 1,352.04     | 139,855.98          |
| Total                                                  | 224,950.83          | 2,195.91     | 227,146.74          |
| Subtotal JPA Cash & Investments                        | 5,034,466.58        | (453,831.74) | 4,580,634.84        |

### IVDA SUCCESSOR AGENCY CASH

|                                                  |                  |              |                  |
|--------------------------------------------------|------------------|--------------|------------------|
| <i>RORF Account -CHASE Bank</i>                  | 8,254,575.77     | -            | 8,254,575.77     |
| <u>Investments Held With Fiscal Agent</u>        |                  |              |                  |
| <i>Special Fund - US Bank - 2014 series</i>      | 19.38            | -            | 19.38            |
| <i>Interest Account - US Bank - 2014 series</i>  | -                | -            | -                |
| <i>Reserve Account- US Bank - 2014 series</i>    | 16,650,798.31    | 68.43        | 16,650,866.74    |
| <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                   | 24,905,468.14    | 68.43        | 24,905,536.57    |
| Total Cash and Investments                       | \$ 29,939,934.72 | (453,763.31) | \$ 29,486,171.41 |

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



**TO: Inland Valley Development Agency Board**

**DATE: September 9, 2026**

**ITEM NO: 5**

**PRESENTER: Michael Burrows, Chief Executive Officer**

**SUBJECT: AUTHORIZE STAFF TO PURSUE A COOPERATIVE AGREEMENT WITH THE SAN BERNARDINO COUNTY TRANSPORTATION AUTHORITY (SBCTA)**

### **SUMMARY**

On May 13, 2026, the IVDA Board adopted an updated Business Plan (2026-2031). One of the key focal areas of the new plan is assessing the feasibility of a potential commuter rail connection to Alliance California and the airport. Railpros was previously retained to perform an initial feasibility study; however, further analysis should include San Bernardino County Transportation Authority (SBCTA) staff as the developer of the Arrow route.

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

Authorize staff to pursue a Cooperative Agreement with the San Bernardino County Transportation Authority (SBCTA); and authorize the Chief Executive Officer to execute all related documents.

### **FISCAL IMPACT**

None. The business 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 2026/27.

|                                        |                 |
|----------------------------------------|-----------------|
| PREPARED BY:                           | Michael Burrows |
| CERTIFIED AS TO AVAILABILITY OF FUNDS: | N/A             |
| APPROVED AS TO FORM AND LEGAL CONTENT: | Michael Lewin   |
| FINAL APPROVAL:                        | IVDA Board      |



**BACKGROUND INFORMATION**

Staff would like to negotiate a cooperative agreement which would be brought back to the Board for further consideration.

**Attachments:**

1. None

|                                                                                   |                                                                                                                                                                                       |
|-----------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <p><b>TO: Inland Valley Development Agency Board</b></p> <p><b>DATE: September 9, 2026</b></p> <p><b>ITEM NO: 6</b></p> <p><b>PRESENTER: Jeff Barrow, Director of Development</b></p> |
|-----------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**SUBJECT: APPROVE THE FILING OF A NOTICE OF COMPLETION WITH DUSTIN SMITH EQUIPMENT, INC. FOR THE UAS TEST SITE: BACKFILL & SITE WORK PROJECT AND AUTHORIZE THE RELEASE OF RETAINED FUNDS**

### **SUMMARY**

The UAS Test Site: Backfill & Site Work Project is complete in accordance with the project plans and specifications.

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

Approve the filing of a Notice of Completion with Dustin Smith Equipment, Inc. for the UAS Test Site: Backfill & Site Work Project; and authorize the Chief Executive Officer to execute all related documents.

### **FISCAL IMPACT**

None.

|                                        |                    |
|----------------------------------------|--------------------|
| PREPARED BY:                           | Griselda Lizarraga |
| CERTIFIED AS TO AVAILABILITY OF FUNDS: | N/A                |
| APPROVED AS TO FORM AND LEGAL CONTENT: | Michael Lewin      |
| FINAL APPROVAL:                        | Michael Burrows    |

## **BACKGROUND INFORMATION**

On February 11, 2026, the Inland Valley Development Agency (IVDA) Board approved a construction contract with Dustin Smith & Equipment, Inc. for the UAS Test Site: Backfill & Site Work Project. This project entailed backfilling the existing ground depression with soil from the adjacent infill lot. Additionally, site work was performed to ensure level grade with the surrounding pad's elevation. The project was completed in compliance with all applicable construction safety standards, delivered on time, and within the original approved budget.

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

Staff recommends the Board approve the above recommended actions.

### **Attachments:**

1. Photos

# **UAS TEST SITE: BACKFILL & SITE WORK PROJECT PHOTOS**



















|                                                                                   |                                                                                                                                                                                   |
|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <p><b>TO: Inland Valley Development Agency Board</b></p> <p><b>DATE: September 9, 2026</b></p> <p><b>ITEM NO: 7</b></p> <p><b>PRESENTER: Jonathan Galvan, Airport Manager</b></p> |
|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**SUBJECT: AUTHORIZE STAFF TO ADVERTISE A REQUEST FOR PROPOSALS (RFP) FOR THE PROVISION OF JANITORIAL SERVICES FOR THREE (3) INLAND VALLEY DEVELOPMENT AGENCY (IVDA) OWNED FACILITIES**

### **SUMMARY**

Approval of this item would authorize staff to advertise an RFP for a multi-year janitorial services contract for three (3) facilities owned by Inland Valley Development Agency (IVDA). In accordance with the RFP terms, proposals would be solicited from janitorial service companies that demonstrate best value to IVDA for three facilities owned and operated by IVDA.

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

Authorize staff to advertise an RFP for a multi-year janitorial services contract for IVDA-owned facilities.

### **FISCAL IMPACT**

None at this time. Funding for these services is included in the approved IVDA FY 2026-2027 Budget, Budget Class 57 – Cleaning Services. Responsive proposals will be brought back to the IVDA Board for consideration and approval.

|                                        |                 |
|----------------------------------------|-----------------|
| PREPARED BY:                           | Jonathan Galvan |
| CERTIFIED AS TO AVAILABILITY OF FUNDS: | N/A             |
| APPROVED AS TO FORM AND LEGAL CONTENT: | Scott Huber     |
| APPROVED BY:                           | Michael Burrows |

**BACKGROUND INFORMATION**

Inland Valley Development Agency (IVDA) is responsible for janitorial services for the following buildings: Building 48 (Norton Regional Event Center), DFAS Building I, and Building 58.

The current janitorial services multi-year agreement expires November 30, 2026. A new agreement would be established to ensure necessary janitorial services continue. In accordance with IVDA policies and procedures, an RFP would be issued to select the lowest responsible bidder for janitorial services and establish a new services agreement. Staff requests the IVDA Board approve advertisement of this RFP.

Responsive proposals will be brought back to the IVDA Board for consideration and approval at a future meeting.

**Attachments:**

1. List of Facilities

## Janitorial RFP 2026 – IVDA Facility List

Building 48 (Norton Regional Event Center): 1601 East 3<sup>rd</sup> Street, San Bernardino CA 92408

Building 58: 195 N. Del Rosa, San Bernardino CA 92408

DFAS Building: 1111 E. Mill Street, San Bernardino CA 92408

|                                                                                   |                                                                                                                                                                                     |
|-----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <p><b>TO:</b> Inland Valley Development Agency Board</p> <p><b>DATE:</b> September 9, 2026</p> <p><b>ITEM NO:</b> 8</p> <p><b>PRESENTER:</b> Jillian Ubaldo, Clerk of the Board</p> |
|-----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**SUBJECT: APPROVE MEETING MINUTES: AUGUST 12, 2026**

### **SUMMARY**

Submitted for consideration and approval by the IVDA Board: Meeting minutes of the regular meeting held Wednesday, August 12, 2026.

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

Approve meeting minutes of the regular meeting held August 12, 2026.

### **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 12, 2026 meeting minutes



# INLAND VALLEY DEVELOPMENT AGENCY

## REGULAR MEETING BOARD ACTIONS

MONDAY, AUGUST 12, 2026

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 J. Navarro, Vice-Chairperson | Present |
| Mayor Pro Tem David Toro                 | Present |
| VACANT                                   |         |

#### City of Loma Linda

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

#### County of San Bernardino

|                                     |                              |
|-------------------------------------|------------------------------|
| Supervisor Joe Baca, Jr., Secretary | Present                      |
| Supervisor Jesse Armendarez         | Present (Arrived at 5:15 pm) |
| Supervisor Dawn Rowe (alt)          | Absent                       |

#### City of San Bernardino

|                             |         |
|-----------------------------|---------|
| Councilmember Fred Shorett  | Present |
| Mayor Pro Tem Juan Figueroa | Absent  |
| Councilmember Sandra Ibarra | Present |
| Councilmember Mario Flores  | Present |

#### Staff Members and Others Present

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

The Regular Meeting of the Inland Valley Development Agency Board was called to order by Vice-Chairperson Frank Navarro at approximately 5:02 P.M. on Wednesday, August 12, 2026, 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 Mario Flores in the Pledge of Allegiance.

**B. CLOSED SESSION PUBLIC COMMENT**

There were no closed session public comments.

**C. CLOSED SESSION**

Vice-Chairperson Frank Navarro 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. 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 Eric Fletcher, Director, Legal and Corporate Affairs, Breeze Airways  
Under Negotiations: Instructions will be given to the IVDA negotiator concerning availability of property, terms and price.
- b. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8 Property: 1601 East Third Street, San Bernardino CA 92408  
Negotiating Parties: Michael Burrows, IVDA Chief Executive Officer and Leslie Barrett, Vanir Executive Director and Vice President  
Under Negotiations: Instructions will be given to the IVDA negotiator concerning availability of property, terms and price
- c. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8 Property: 275 N. Leland Norton Way, San Bernardino CA 92408  
Negotiating Parties: Michael Lewin, IVDA Legal Counsel and Ramon Alvarez, Alvarez Holdings, LLC  
Under Negotiations: Instructions will be given to the IVDA negotiator concerning availability of property, terms and price
- d. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8 Property: APN # 1192-231-01-0000  
Negotiating Parties: Michael Burrows, IVDA Chief Executive Officer and Miguel Guerrero, City of San Bernardino  
Under Negotiations: Instructions will be given to the IVDA negotiator concerning availability of property, terms and price

- e. 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**

Vice Chairperson Frank Navarro reconvened the meeting at 5:48 p.m. He asked Mr. Michael Lewin, Legal Counsel, Mirau, Edwards, Cannon, Lewin & Tooke, LLP, whether there were any reportable actions. Mr. Lewin reported that there were none.

**E. ITEMS TO BE ADDED OR DELETED**

There were no items to be added or deleted.

**F. CONFLICT OF INTEREST DISCLOSURE**

1. Vice-Chairperson Frank Navarro 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 New Tenant at Building 58
  - c. Report On Foreign Trade Zone (FTZ)
- 2b. Mr. Michael Burrows, Chief Executive Officer, reported that Our Brew, which joined the property approximately one year ago, has been a valued tenant and partner, supporting several hosted events and generating interest in the area from prospective tenants. A new lease has also recently been signed with a company that will provide additional food options. The company is expected to be announced at the next meeting.
- 2c. Mr. Michael Burrows, Chief Executive Officer, announced that the Port of Long Beach has formally submitted the agency's Foreign Trade Zone reorganization documents and filings to the FTZ Board in Washington, D.C. The international trade advisory team and Mr. Burrows will continue working to expedite the review process.

H. **BOARD CONSENT ITEMS**

3. Receive Register of Demands – July 8, 2026
4. Receive Register of Demands – August 12, 2026
5. Receive and file Cash Report for May 31, 2026, for the Inland Valley Development Agency (IVDA)
6. Receive and file Cash Report for June 30, 2026, for the Inland Valley Development Agency (IVDA)
7. Approve the form of a Professional Services Agreement with Alvarez Holdings, LLC
8. Consider and adopt Resolution No. 2026-02 of the Inland Valley Development Agency (IVDA) amending its Conflict of Interest Code and authorizing submission of the amended Conflict of Interest Code and 2026 Local Agency Biennial Notice to the County of San Bernardino
9. Approve Meeting Minutes: May 13, 2026

**ACTION:** Approve Agenda Item Nos. 3-5 of the Consent Calendar.

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

I. **BOARD ACTION ITEMS**

10. Approve the form of an Employment Agreement with Michael Burrows to serve in the capacity of Chief Executive Officer

Mr. Michael Lewin, Legal Counsel, provided a brief report on Agenda Item No. 10.

**ACTION:** Approve the form of an Employment Agreement with Michael Burrows to serve in the capacity of Chief Executive Officer; and authorize the Chairperson to execute the Agreement on behalf of the IVDA.

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

11. Approve Change Order No. 2 with Matich Corporation for \$276,417.83 for a total contract amount of \$3,664,173.69 for additional work related to the Sterling Avenue Upgrade Project; approve the filing of a Notice of Completion for this contract and authorize the release of retained funds

Mr. Jeff Barrow, Director of Development, provided a brief report on Agenda Item No. 11.

August 12, 2026

**ACTION:** Approve Change Order No. 2 with Matich Corporation for an amount not to exceed \$276,417.83 for a total contract amount of \$3,664,173.69 for additional work related to Sterling Avenue Upgrade Project; approve the filing of a Notice of Completion and authorize the release of retained funds for this contract; and authorize the Chief Executive Officer to execute all related documents.

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

12. Approve Amendment No. 2 to the Professional Services Agreement with Hernandez, Kroone & Associates, Inc., in an amount not to exceed \$76,618 for additional services related to the Sterling Avenue Upgrade Project 2020

Mr. Jeff Barrow, Director of Development, provided a brief report on Agenda Item No. 12.

Supervisor Joe Baca Jr. inquired whether the areas shown in the photographs on pages 99–100 are the locations where additional repairs would be performed.

Mr. Barrow noted that the cracks would be addressed as part of the agency's Third Street Project.

**ACTION:** Approve Amendment No. 2 to the Professional Services Agreement with Hernandez, Kroone & Associates, Inc. to provide additional services in an additional amount not to exceed \$76,618; and authorize the Chief Executive Officer to execute all related documents.

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

13. Award a construction contract to Hodgdon Management and Construction, Inc. in an amount not to exceed \$189,600 for the Tippecanoe, 3rd, and Alabama Medians Landscape Project

Mr. Jeff Barrow, Director of Development, provided a brief report on Agenda Item No. 13.

Supervisor Joe Baca Jr. inquired whether a design had been developed and whether Alabama was the agency's partnership with the City of San Bernardino.

Mr. Barrow confirmed that design and plans had been developed and pending City approval. He also confirmed that Alabama was the agency's partnering project. Supervisor Baca thanked the City of San Bernardino for its partnership.

**ACTION:** Award a construction contract to Hodgdon Management and Construction, Inc. in an amount not to exceed \$189,600 for the Tippecanoe, 3rd, and Alabama Medians Landscape Project; and authorize the Chief Executive Officer to execute all related documents.



August 12, 2026

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

14. Approve Change Order No. 1 with Matich Corporation for \$101,008.70 for a total contract amount of \$3,163,008.70 for additional work related to the 3rd Street Corridor Widening Project

Mr. Jeff Barrow, Director of Development, provided a brief report on Agenda Item No. 14.

**ACTION:** Approve Change Order No. 1 with Matich Corporation for an amount not to exceed \$101,008.70 for a total contract amount of \$3,163,008.70 for additional work related to 3rd Street Corridor Widening Project.

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

15. Authorize Staff to solicit proposals from lending institutions for the DFAS I Tenant Improvements Project

Mr. Michael Burrows, Chief Executive Officer, provided a brief report on Agenda Item No. 15.

**ACTION:** Authorize Staff to solicit proposals from qualified lending institutions for the DFAS I Tenant Improvements Project.

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

16. Review Inland Valley Development Agency (IVDA) Business Plan Priorities

Mr. Michael Burrows, Chief Executive Officer, provided a brief report on Agenda Item No. 9.

Supervisor Joe Baca Jr. noted the importance of exploring technology and investment opportunities, while also evaluating the agency's buildings and corridors for potential economic development. He suggested engaging a consultant to conduct a feasibility study. Mr. Burrows agreed.

Councilmember Sandra Ibarra thanked staff for their hard work and emphasized the importance of highlighting the jobs created in the area to demonstrate the agency's economic impact and contributions to the community.

**August 12, 2026**

Mr. Burrows shared that staff is slightly behind schedule on the latest annual report, which will provide a detailed overview of the agency's annual impact on job creation in the area.

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

17. Review Status of the Action Plan for the Inland Valley Development Agency (IVDA) through June 30, 2026

Mr. Michael Burrows, Chief Executive Officer, referenced a PowerPoint presentation entitled "DRAFT – June, 2026 – IVDA Focal Areas" (as contained on page 139-141 in the Agenda Packet). Mr. Burrows reported that productive discussions took place on the East Coast regarding the UAS Center, including the potential for a second grant from the State of Virginia. He also noted that the Sterling project is complete and that staff is exploring roadway enhancements, with an update anticipated at the next meeting.

Vice-Chairperson Frank Navarro commended Mr. Burrows and staff for their efforts, noting that the agency is moving in a strong and positive direction.

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

J. **ADDED AND DEFERRED ITEMS**

There were no items to be added or deferred.

K. **OPEN SESSION PUBLIC COMMENT**

There were no open session public comments.

L. **BOARD MEMBER COMMENT**

Vice-Chairperson Frank Navarro noted that the Board would not hold a regular meeting in July and would resume its regular meeting schedule in August.

M. **ADJOURNMENT**

There being no further business before the Board at this session, Vice-Chairperson Frank Navarro declared the meeting adjourned at 6:14 P.M.

**Approved at a Regular Meeting of the Inland Valley Development Agency Board on September 9, 2026.**

---

**Jillian Ubaldo**  
**Clerk of the Board**



**TO: Inland Valley Development Agency Board**

**DATE: September 9, 2026**

**ITEM NO: 9**

**PRESENTER: Catherine Pritchett, Director of Administration and Government Affairs**

**SUBJECT: APPROVE A LICENSE AGREEMENT FOR ACCESS TO PROPERTY LOCATED WITHIN THE CITY OF SAN BERNARDINO FOR THE CONSTRUCTION, OPERATION AND MAINTENANCE OF AN AIRPORT GATEWAY MONUMENT AND LANDSCAPE IMPROVEMENTS**

### **SUMMARY**

On August 5, 2026, the City of San Bernardino approved a License Agreement with the Inland Valley Development Agency (IVDA), granting a revocable license for property located at the southwest corner of 3rd Street and Palm Avenue for an initial term of 25 years, with two (2) ten (10) year options, for the purpose of constructing, installing, operating, and maintaining an airport gateway monument and related improvements.

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

Approve the form of a license agreement with the City of San Bernardino for access to property for the construction, operation and maintenance of identified street medians; and authorize the Chief Executive Officer to execute all related documents.

### **FISCAL IMPACT**

None. Funding for this license agreement was included in the approved IVDA Fiscal Year 2026-2027 Budget in the General Fund, Budget Class 57– Other Expenses in the amount of \$798,072 of which \$751,359 is available to fund this annually recurring license fee of \$500.

|                                        |                     |
|----------------------------------------|---------------------|
| PREPARED BY:                           | Catherine Pritchett |
| CERTIFIED AS TO AVAILABILITY OF FUNDS: | N/A                 |
| APPROVED AS TO FORM AND LEGAL CONTENT: | Michael Lewin       |
| FINAL APPROVAL:                        | Michael Burrows     |

**BACKGROUND INFORMATION**

This action will authorize a License Agreement between the City of San Bernardino (City) and the Inland Valley Development Agency (IVDA), granting the IVDA a license to use portions of intersection of City-owned property located at the southwest corner of 3rd Street and Palm Avenue on the east end of the airport for the construction, installation, operation, and maintenance of an airport gateway welcome monument.

The licensed area encompasses two parcels totaling approximately 15,215 square feet of City-owned land within the City of San Bernardino, as surveyed and described in the attached legal descriptions. A small silver of the north portion of the center median parcel falls within the jurisdictional boundaries of the City of Highland, who also granted the IVDA access for this project.

The monument will be located at one of SBD Airport primary gateways to serve as a distinctive visual landmark identifying the airport entrance to travelers and visitors approaching from the west. This project will enhance the aesthetics of this highly traveled thoroughfare and aligns with the Agency's Airport Gateway Program, as identified in the 2026-2031 Business Plan.

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

Staff recommends that the Board approve the above recommended action.

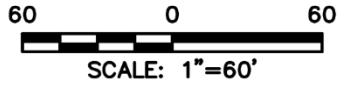
**Attachments:**

1. Site Map
2. Proposed License Agreement

Attachment A - Site Map at 3<sup>rd</sup> Street and Palm Ave

EXHIBIT "B"

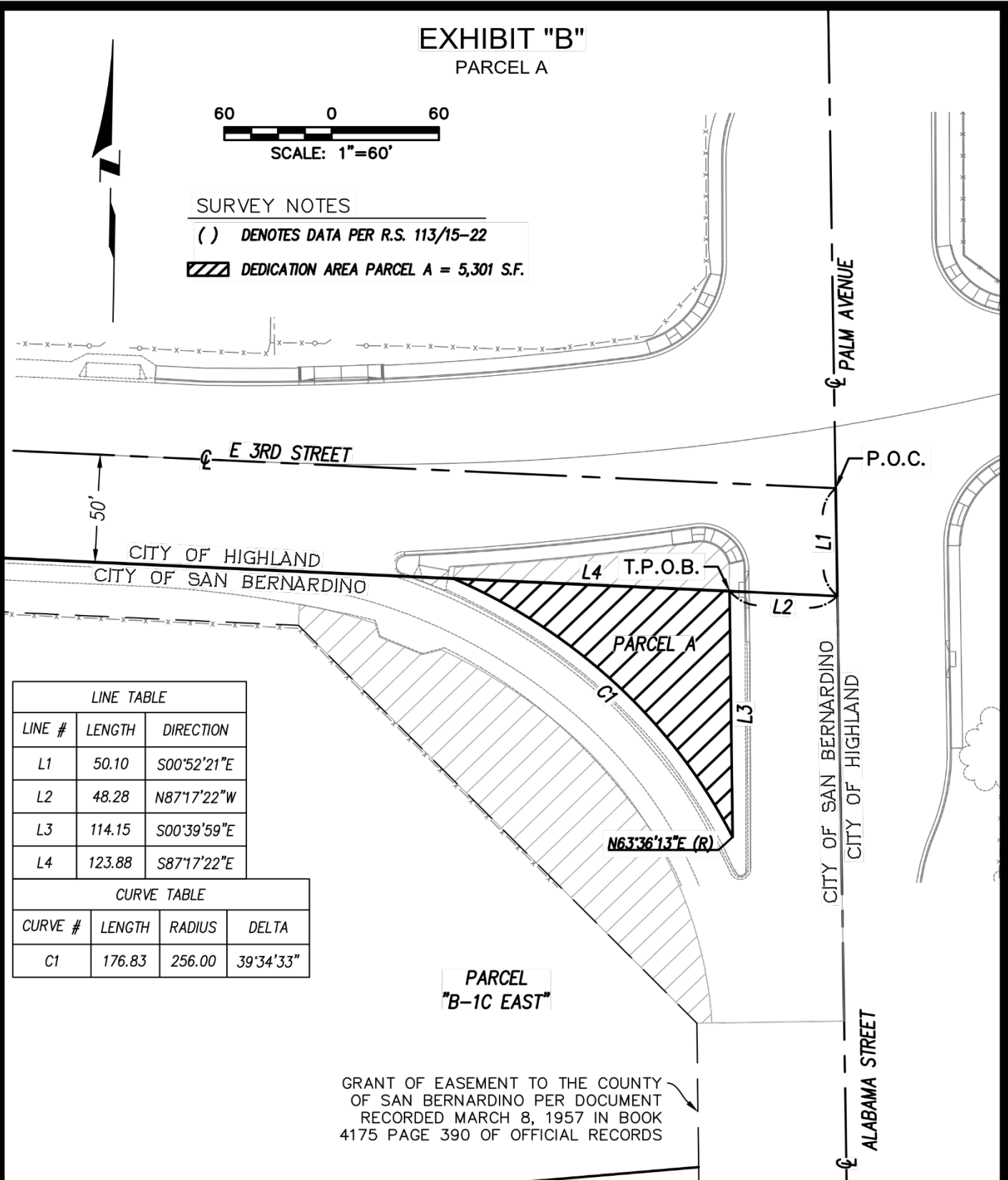
PARCEL A



SURVEY NOTES

( ) DENOTES DATA PER R.S. 113/15-22

DEDICATION AREA PARCEL A = 5,301 S.F.



LINE TABLE

| LINE # | LENGTH | DIRECTION   |
|--------|--------|-------------|
| L1     | 50.10  | S00°52'21"E |
| L2     | 48.28  | N87°17'22"W |
| L3     | 114.15 | S00°39'59"E |
| L4     | 123.88 | S87°17'22"E |

CURVE TABLE

| CURVE # | LENGTH | RADIUS | DELTA     |
|---------|--------|--------|-----------|
| C1      | 176.83 | 256.00 | 39°34'33" |

PARCEL  
"B-1C EAST"

GRANT OF EASEMENT TO THE COUNTY  
OF SAN BERNARDINO PER DOCUMENT  
RECORDED MARCH 8, 1957 IN BOOK  
4175 PAGE 390 OF OFFICIAL RECORDS

DRAWN BY: IC  
CHECKED BY: EJB  
DATE: 2-23-2026  
JOB NO.: 255250

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3RD ST AND PALM AVE  
LEGAL PLAT  
SAN BERNARDINO  
PORTION

PAGE  
3  
OF 4



**CITY OF SAN BERNARDINO**  
**LICENSE AGREEMENT**

This License Agreement ("Agreement") is entered in this 20th day of July, 2026 ("Effective Date") by the CITY OF SAN BERNARDINO, a charter city and municipal corporation organized and operating under the laws of the State of California with its principal place of business at Vanir Tower, 290 North D Street, San Bernardino, CA 92401 (referred to herein as "GRANTOR") and **INLAND VALLEY DEVELOPMENT AGENCY / SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY, California public agencies** with its principal place of business at 1601 East Third Street, San Bernardino, CA 924087 (referred to herein as "GRANTEE"). GRANTOR and GRANTEE are sometimes individually referred to as "Party" and collectively as "Parties."

**RECITALS**

A. GRANTOR is the owner of certain real property located in San Bernardino County, California, generally known as **the southwest corner of 3rd Street and Palm Avenue, San Bernardino, California** and also known as Parcel A and B as described in Exhibit "A" Exhibit "B" attached hereto and incorporated herein (the "**Property**").

B. GRANTEE desires to obtain from GRANTOR a revocable license and right of entry to use portions of the Property for the construction, installation, operation, maintenance, repair, and replacement of an airport gateway monument and related improvements utilizing repurposed aircraft fuselage components and related aviation display elements (collectively, the "Project").

C. GRANTOR desires to grant to GRANTEE a non-exclusive revocable license and right of entry for the limited purposes described herein, subject to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the above recitals and the mutual covenants hereinafter contained and for good and valuable consideration, the receipt of which is hereby acknowledged, the Parties agree as follows:

**AGREEMENT**

1. Grant of License and Right of Entry. GRANTOR hereby grants to GRANTEE and its officers, employees, contractors, consultants, agents, and invitees a non-exclusive revocable license and right of entry to enter upon and use the Property solely for the purposes of designing, constructing, installing, operating, maintaining, repairing, replacing, illuminating, and removing the Project and related improvements authorized under this Agreement. The rights granted herein are non-exclusive and subject at all times to the superior rights of GRANTOR. Nothing contained herein shall be construed to grant GRANTEE any leasehold, easement, ownership interest, or other real property interest in the Property.

2. Condition of Property. GRANTEE acknowledges that it has independently inspected the Property and accepts the Property in its present "AS IS, WHERE IS" condition, with all faults, whether known or unknown. GRANTOR makes no representation or warranty, express or implied, regarding the condition of the Property or its suitability for the Project or GRANTEE's intended use, including without limitation any warranty regarding access, utilities, environmental condition, subsurface condition, or compliance with applicable laws.

3. Term. The term of this Agreement shall commence upon the Effective Date and shall continue for an initial term of twenty-five (25) years unless earlier terminated pursuant to this Agreement. GRANTEE shall have two (2) options to extend the term for additional periods of ten (10) years each upon written notice to GRANTOR not less than one hundred eighty (180) days prior to expiration of the then-current term, provided GRANTEE is not in material default under this Agreement at the time of exercise.

4. License Fee. GRANTEE shall pay to GRANTOR an annual license fee in the amount of Five Hundred Dollars (\$500.00), payable within thirty (30) days following each anniversary of the Effective Date.

5. Permitted Use and Improvements. The Property shall be used solely for the Project and related appurtenant improvements approved by GRANTOR. GRANTEE shall be solely responsible for the design, permitting, construction, installation, maintenance, repair, operation, replacement, and removal of all improvements associated with the Project. All improvements shall comply with all applicable federal, state, and local laws, regulations, codes, and ordinances, including all applicable Federal Aviation Administration ("FAA") requirements, airport land use compatibility requirements, height restrictions, airspace regulations, obstruction standards, and any other aviation-related regulatory requirements applicable to the Project. Prior to commencement of construction, GRANTEE shall obtain all approvals and permits required by any governmental agency having jurisdiction over the Project.

6. Maintenance Obligations. GRANTEE shall maintain the Property and all Project improvements in a safe, clean, attractive, and orderly condition throughout the term of this Agreement. GRANTEE shall promptly repair any damage to the Property or improvements caused by GRANTEE, its employees, contractors, consultants, or invitees. If GRANTEE fails to adequately maintain the Project after written notice and reasonable opportunity to cure, GRANTOR may perform such work and recover its reasonable costs from GRANTEE.

7. Revocation and Termination. This Agreement may be terminated:

- (a) by mutual written agreement of the Parties;
- (b) by either Party upon material breach by the other Party that remains uncured for sixty (60) days following written notice of such breach;

(c) by GRANTOR if the Property is required for a municipal purpose, public improvement, transportation project, or other governmental necessity, upon not less than three (3) months prior written notice to GRANTEE; or

(d) upon abandonment of the Project for a continuous period exceeding twelve (12) months.

Upon expiration or termination of this Agreement, GRANTEE shall remove the Project improvements and restore the Property to a condition reasonably acceptable to GRANTOR, ordinary wear and tear excepted, unless otherwise directed by GRANTOR. GRANTOR may elect, in its sole discretion, to require that some or all improvements remain in place and become the property of GRANTOR.

8. Ownership of Improvements. Except as otherwise expressly provided herein, all monuments, signage, lighting, landscaping, hardscape, aviation display elements, and other improvements installed by GRANTEE on the Property pursuant to this Agreement shall remain the property of GRANTEE during the Term of this Agreement. GRANTEE shall be solely responsible for the maintenance, repair, replacement, and operation of the Improvements throughout the Term. Upon expiration or earlier termination of this Agreement, GRANTOR may elect, by written notice to GRANTEE, either: (a) to require GRANTEE to remove the Improvements and restore the Property in accordance with this Agreement; or (b) to retain some or all of the Improvements, in which case ownership of the retained Improvements shall automatically vest in GRANTOR without compensation to GRANTEE.

9. Utilities. GRANTEE shall be solely responsible, at its cost and expense, for obtaining and maintaining any utility services necessary for operation of the Project, including electrical service for monument lighting, signage, irrigation, or related improvements. Any utility connections, installations, or modifications shall be subject to prior written approval by GRANTOR and all applicable governmental and utility provider requirements.

10. Damage. In the event the Project or any improvements are damaged or destroyed by casualty, accident, vandalism, or other cause, GRANTEE shall promptly notify GRANTOR. GRANTEE shall, within a reasonable period of time, either repair and restore the damaged improvements at its sole cost and expense or remove the damaged improvements and restore the Property to a safe and reasonably clean condition. If GRANTEE fails to do so within a reasonable time following written notice from GRANTOR, GRANTOR may perform such work and recover its reasonable costs from GRANTEE or may terminate this Agreement.

11. Hazardous Materials. GRANTEE shall not cause or permit the use, storage, release, discharge, or disposal of any hazardous substance, hazardous material, hazardous waste, pollutant, contaminant, petroleum product, or toxic substance on or about the Property in violation of applicable law. GRANTEE shall ensure that all aircraft fuselage components, aviation display elements, coatings, paints, metals, and related materials incorporated into the Project comply with all applicable federal, state, and local

environmental laws and regulations. If any hazardous materials are released, disturbed, or discovered as a result of GRANTEE's activities, GRANTEE shall promptly notify GRANTOR and shall be solely responsible for all legally required investigation, remediation, removal, cleanup, and disposal activities arising from GRANTEE's use of the Property.

GRANTEE shall indemnify, defend, and hold harmless the Grantor Parties from and against any and all claims, liabilities, damages, penalties, costs, losses, environmental response costs, remediation expenses, and attorneys' fees arising out of or related to the release, discharge, storage, handling, transportation, existence, or disposal of hazardous substances, hazardous materials, pollutants, contaminants, petroleum products, or toxic substances caused by GRANTEE or any Grantee Parties in connection with the Project or use of the Property. The obligations set forth in this Section shall survive expiration or termination of this Agreement.

12. FAA Compliance. GRANTEE shall ensure that the Project and all Improvements comply with all applicable FAA regulations, obstruction evaluation requirements, airspace protections, height limitations, lighting requirements, airport land use compatibility requirements, and all other applicable aviation-related laws, regulations, standards, and approvals. GRANTEE shall obtain and maintain, at its sole cost and expense, all permits, approvals, determinations, and authorizations required by the FAA or any other governmental agency having jurisdiction over the Project. Any modification required by the FAA or other aviation authority to maintain compliance shall be performed by GRANTEE at GRANTEE's sole cost and expense.

13. Default; Remedies. The occurrence of any of the following shall constitute a default under this Agreement: (a) failure of GRANTEE to pay any amounts due under this Agreement within ten (10) days after written notice; (b) failure of GRANTEE to maintain insurance required under this Agreement; (c) failure of GRANTEE to comply with applicable laws, FAA requirements, or governmental approvals applicable to the Project; (d) maintenance of unsafe conditions on the Property; (e) abandonment of the Project or cessation of operations for more than twelve (12) consecutive months; or (f) failure to perform any other material obligation under this Agreement within thirty (30) days after written notice from GRANTOR, or such additional time as may reasonably be required to cure provided GRANTEE diligently commences and prosecutes such cure. In addition to any other remedies available at law or in equity, GRANTOR may suspend GRANTEE's rights under this Agreement, perform corrective work at GRANTEE's expense, terminate this Agreement, or pursue any combination of such remedies. The rights and remedies of GRANTOR are cumulative and not exclusive.

14. Indemnification. To the fullest extent permitted by law, GRANTEE, its contractors, consultants, subcontractors, subconsultants, materialmen, suppliers, workers, successors, and assigns (collectively, the "**Grantee Parties**") shall, and hereby does, agree to indemnify, defend, and hold harmless GRANTOR; and its elected and appointed officials, officers, directors, employees, agents, volunteers, successors, representatives, and assigns (collectively, the "**Grantor Parties**"), from and against all damages, claims, liabilities, settlements, penalties, fines, costs, expenses, losses, or

attorney and consultant fees and costs (collectively “**Damages**”) incurred by GRANTOR to the extent that the same arise or result from or are caused by the acts or omissions of the Grantee Parties in connection with their use of this Property or the Project and/or in connection with the exercise of any other rights granted by this Agreement with respect to the Property or any part thereof; provided, however, that GRANTEE shall not be obligated to indemnify, defend, or hold harmless the Grantor Parties from and against any Damages to the extent that such Damages are caused by the sole negligence or willful misconduct of the Grantor Parties. Grantee’s indemnification obligation herein shall include, without limitation, the following: 1) any and all claims under workers’ compensation acts and other employee benefit acts with respect to GRANTEE’s employees or GRANTEE’s consultant’s employees arising out of the Project, 2) liability for damages for death or bodily injury to person, (3) injury to, loss or theft of property; and 3) any failure or alleged failure to comply with any provision of law.

15. Authority to Enter Agreement. GRANTOR warrants that it is the owner of the Property and that the undersigned is authorized to grant GRANTEE permission to enter onto the Property for the use specified in this Agreement. GRANTEE hereby warrants that the undersigned is authorized to execute this Agreement on behalf of GRANTEE.

16. Liens. GRANTEE shall not permit to be placed against the Property, or any part thereof, any design professionals’, mechanics’, materialmen’s contractors’ or subcontractors’ liens with regard to GRANTEE’s actions upon the Property. GRANTEE agrees to hold GRANTOR harmless for any loss or expense, including reasonable attorneys’ fees and costs, arising from any such liens which might be filed against the Property.

17. Compliance with Laws/Permits. GRANTEE shall, in all activities undertaken pursuant to this Agreement, comply and cause its contractors, agents and employees to comply with all federal, state and local laws, statutes, orders, ordinances, rules, regulations, plans, policies and decrees.

18. Inspection. GRANTOR and its representatives, employees, agents or independent contractors may enter and inspect the Property or any portion thereof or any improvements thereon at any time and from time to time at reasonable times to verify GRANTEE’s compliance with the terms and conditions of this Agreement.

19. Not Real Property Interest. It is expressly understood that this Agreement is not exclusive and does not in any way whatsoever grant or convey any permanent easement, lease, fee or other interest in the Property to GRANTEE.

20. Insurance. GRANTEE shall comply with the insurance provisions attached hereto as Exhibit “C” and incorporated herein.

21. Notices. All notices, requests, demands, consents, approvals, or other communications required or permitted under this Agreement shall be in writing and shall be deemed delivered upon personal delivery, one (1) business day after deposit with a

nationally recognized overnight delivery service, or three (3) business days after deposit in the United States mail, postage prepaid, certified or registered mail, return receipt requested, addressed as follows:

To GRANTOR:

City of San Bernardino  
290 North D Street  
San Bernardino, California 92401  
Attn: Eric Levitt, City Manager

To GRANTEE:

Inland Valley Development Agency/ San Bernardino International Airport Authority,  
Michael Burrows CEO, 1601 East Third Street, San Bernardino, CA 92408.

Either Party may change its notice address by written notice to the other Party.

22. Waiver. No waiver by either Party of any breach or default under this Agreement shall constitute a continuing waiver or a waiver of any subsequent breach or default. The failure of either Party to enforce any provision of this Agreement shall not be construed as a waiver of such provision.

23. Assignment. This Agreement and the rights granted herein are personal to GRANTEE. GRANTEE shall not assign, transfer, sublicense, encumber, or otherwise convey this Agreement or any rights hereunder, whether voluntarily, involuntarily, by operation of law, merger, change of control, or otherwise, without the prior written consent of GRANTOR, which consent may be withheld in GRANTOR's sole discretion. Any attempted assignment or transfer without such consent shall be void and shall constitute a material breach of this Agreement.

24. Entire Agreement. This Agreement is the result of negotiations between the Parties. This Agreement is intended by the Parties as a full and final expression of their understanding with respect to the matters contained in this Agreement.

25. Amendment; Modification. No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties.

26. Severability. If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid, illegal, or unenforceable, the remaining provisions shall remain in full force and effect.

27. Attorneys' Fees, Governing Law, Venue. In the event of a dispute between the Parties with respect to the terms or conditions of this Agreement, the prevailing Party shall be entitled to collect from the other its reasonable attorneys' fees as established by the judge or arbitrator presiding over such dispute. This Agreement shall be governed by the laws of the State of California. California Venue shall be in San Bernardino County.



28. Electronic Signature. Each Party acknowledges and agrees that this Agreement may be executed by electronic or digital signature, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature.

29. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.

**IN WITNESS WHEREOF**, the Parties hereto have executed this License Agreement on the date first written above.

**GRANTOR**

**GRANTEE**

**CITY OF SAN BERNARDINO**

**INLAND VALLEY DEVELOPMENT  
AGENCY/ SAN BERNARDINO  
INTERNATIONAL AIRPORT  
AUTHORITY**

APPROVED BY:

\_\_\_\_\_  
Eric Levitt  
City Manager

\_\_\_\_\_  
Signature

ATTESTED BY:

\_\_\_\_\_  
Michael Burrows, CEO

\_\_\_\_\_  
Telicia Lopez, CMC  
City Clerk

\_\_\_\_\_  
Legal Attest for IVDA

APPROVED AS TO FORM:

\_\_\_\_\_  
Best Best & Krieger LLP  
City Attorney

## **EXHIBIT A**

### **DESCRIPTION/ DEPICTION OF PROPERTY**

**The Property consists of two City-owned parcel areas at the southwest corner of 3rd Street and Palm Avenue in San Bernardino, California, situated within the City of San Bernardino and being a portion of Lot 4, Block 68, Rancho San Bernardino, as recorded in Book 7, Page 2 of Maps, Records of San Bernardino County. Parcel A, identified as the Corner Gateway Feature Area, contains approximately 5,301 square feet and is located at the northwest quadrant of the 3rd Street and Palm Avenue intersection, as surveyed by Bonadiman & Associates, Inc. on February 12, 2026. Parcel B, identified as the Southwest Corner Monument Area, contains approximately 9,914 square feet and is located along the Palm Avenue frontage south of 3rd Street within the City of San Bernardino, as surveyed by Bonadiman & Associates, Inc. on February 23, 2026. Together, Parcel A and Parcel B total approximately 15,215 square feet. The Property is located adjacent to IVDA's Parcel "B-1C East," which lies to the south and west of the proposed area. Full legal descriptions and plats prepared by Bonadiman & Associates, Inc., including the legal plat for 3rd Street and Palm Avenue, San Bernardino Portion, Job No. 255250, are to be attached and incorporated herein.**

**[ATTACHED]**

# **EXHIBIT "A"**

## **3RD STREET AND PALM AVENUE DEDICATION SAN BERNARDINO PORTION LEGAL DESCRIPTION**

### **PARCEL A:**

In the City of San Bernardino, County of San Bernardino, State of California, being a portion of Lot 4, Block 68 Rancho San Bernardino, per plat recorded in Book 7, Page 2 of Maps, Records of said County, described as follows:

Commencing at the intersection of 3rd Street and Palm Avenue, thence South  $00^{\circ}52'21''$  East along the center line of Palm Avenue, 50.10 feet; thence North  $87^{\circ}17'22''$  West, 48.28 feet to the **TRUE POINT OF BEGINNING**; thence South  $00^{\circ}39'59''$  East, 114.15 feet to the beginning of a non-tangent having a radial bearing North  $63^{\circ}36'13''$  East; thence, northerly along said nontangent curve, having a radius of 256.00 feet, through a central angle of  $39^{\circ}34'33''$ , an arc length of 176.83 feet; thence South  $87^{\circ}17'22''$  East, 123.88 feet to the **TRUE POINT OF BEGINNING**.

The land described herein contains approximately 5,301 S.F.

**PARCEL B:**

In the City of San Bernardino, County of San Bernardino, State of California, being a portion of Lot 4, Block 68 Rancho San Bernardino, per plat recorded in Book 7, Page 2 of Maps, Records of said County, described as follows:

Commencing at the intersection of 3rd Street and Palm Avenue, thence South 00°52'21" East along the center line of Palm Avenue, 247.45 feet; thence South 89°07'39" West, 59.16 feet to the **TRUE POINT OF BEGINNING**; thence South 89°07'39" West, 6.73 feet; thence North 43°59'06" West, 256.73 feet; thence North 02°42'38" East, 9.86 feet to the beginning of a nontangent curve having a radial bearing North 10°44'47" East; thence, easterly along said nontangent curve, having a radius of 250.00 feet, through a central angle of 8°00'41", an arc length of 34.96 feet; thence South 16°34'43" East, 6.60 feet; thence, South 66°55'24" East, 20.99 feet; thence North 75°07'58" East, 8.84 feet to the beginning of a non-tangent curve having a radial bearing North 26°08'13" East; thence, easterly along said non-tangent curve, having a radius of 250.00 feet, through a central angle of 12°59'19", an arc length of 56.67 feet to the beginning of a compound curve concave southerly having a radius of 200.00 feet; thence easterly along said compound curve, through a central angle of 47°20'00", an arc length of 165.22 feet to the **TRUE POINT OF BEGINNING**.

The land described herein contains approximately 9,914 S.F.

See EXHIBIT "B" for plat depicting the property described herein.

  
Edward J. Bonadiman, P.L.S.

This legal  
description  
was prepared  
by me or  
under my  
direction.



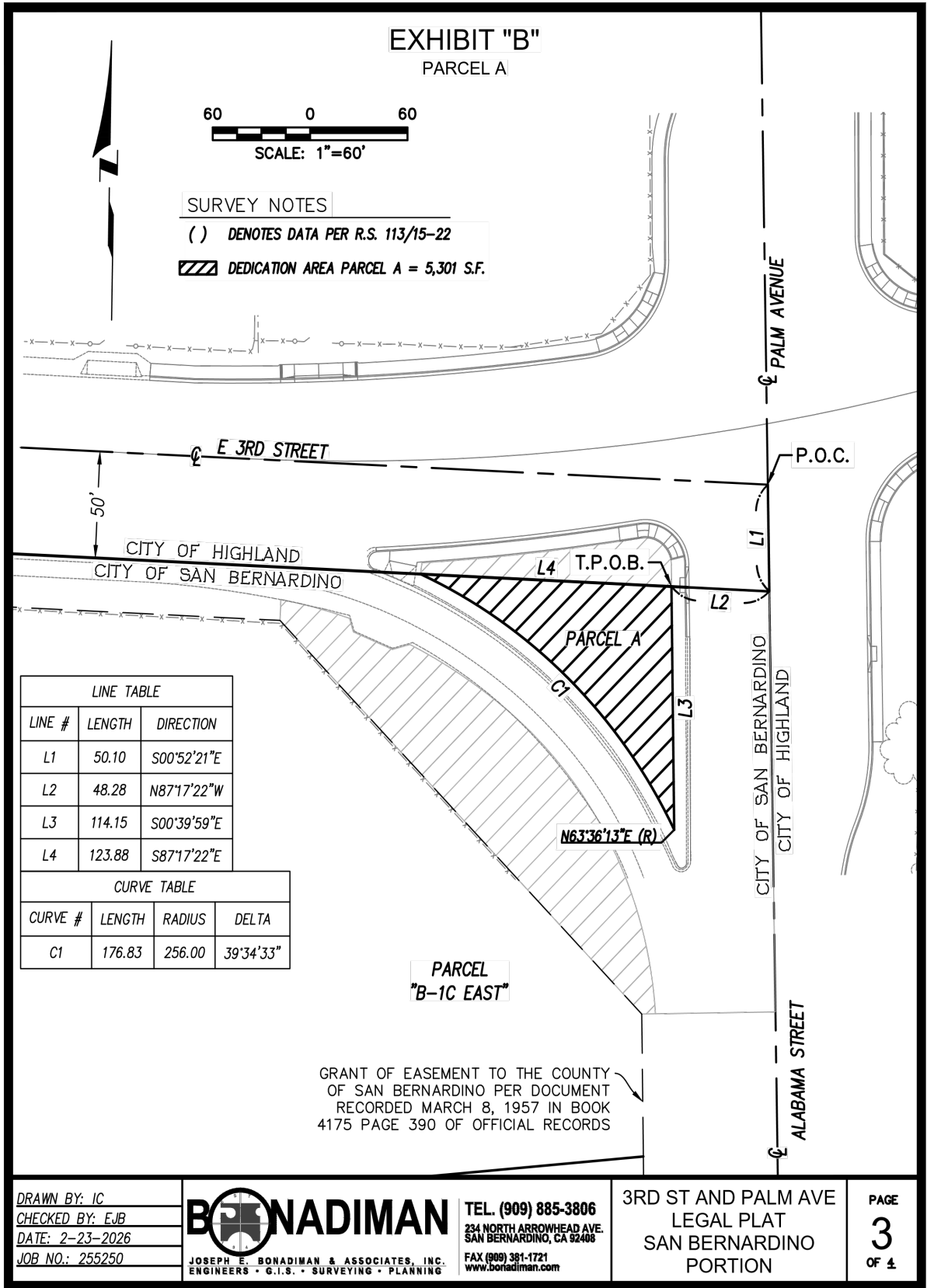
2/23/2026  
DATE

## **EXHIBIT B**

### **DESCRIPTION OF ACTIVITY TO BE CONDUCTED ON PROPERTY**

**GRANTEE may use the Property solely for the design, construction, installation, operation, maintenance, repair, replacement, illumination, and removal of an airport gateway monument and point of entry feature for the San Bernardino International Airport. The monument is anticipated to consist of repurposed commercial airplane fuselage components, including wings and/or tail sections, and related aviation display elements positioned to serve as a distinctive visual landmark and wayfinding feature for travelers and visitors approaching the airport from the west and north. Following City Council approval and execution of this Agreement, GRANTEE will proceed with monument design, engineering, permitting, environmental review, construction, installation, operation, and maintenance at its sole cost and expense. GRANTEE shall obtain all required local, state, and federal approvals, including applicable building permits, aesthetic or design review approvals, and any required Federal Aviation Administration height, obstruction clearance, airspace, or other aviation-related approvals due to the Project's proximity to the airport. A public ribbon cutting or dedication ceremony is anticipated following completion of the monument.**

**[ATTACHED]**



DRAWN BY: IC  
CHECKED BY: EJB  
DATE: 2-23-2026  
JOB NO.: 255250



JOSEPH E. BONADIMAN & ASSOCIATES, INC.  
ENGINEERS • G.I.S. • SURVEYING • PLANNING

TEL. (909) 885-3806  
234 NORTH ARROWHEAD AVE.  
SAN BERNARDINO, CA 92408  
FAX (909) 381-1721  
www.bonadiman.com

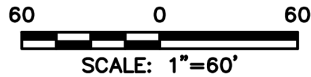
3RD ST AND PALM AVE  
LEGAL PLAT  
SAN BERNARDINO  
PORTION

PAGE  
3  
OF 4



# EXHIBIT "B"

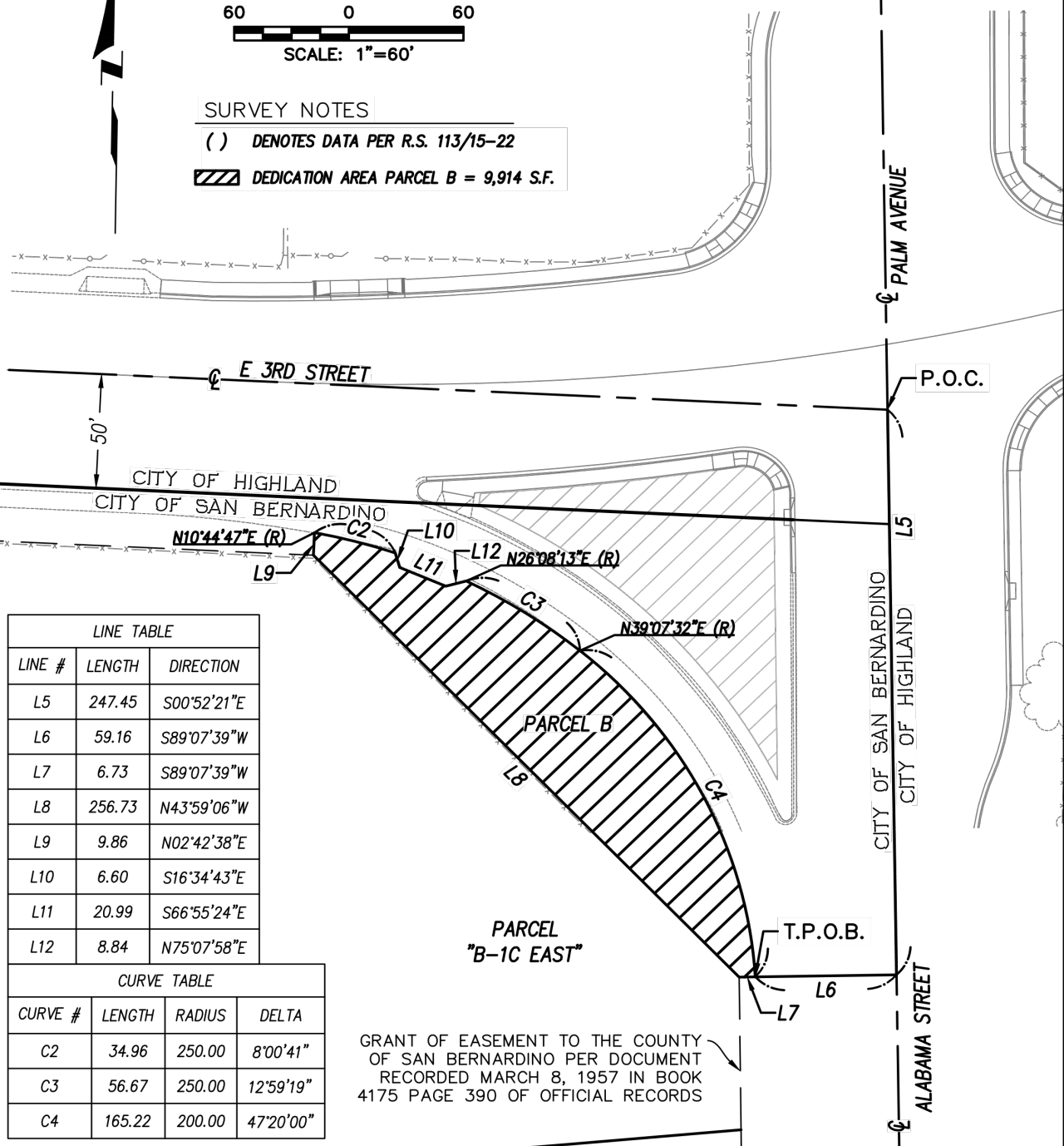
PARCEL B



## SURVEY NOTES

( ) DENOTES DATA PER R.S. 113/15-22

▨ DEDICATION AREA PARCEL B = 9,914 S.F.



| LINE TABLE |        |             |
|------------|--------|-------------|
| LINE #     | LENGTH | DIRECTION   |
| L5         | 247.45 | S00°52'21"E |
| L6         | 59.16  | S89°07'39"W |
| L7         | 6.73   | S89°07'39"W |
| L8         | 256.73 | N43°59'06"W |
| L9         | 9.86   | N02°42'38"E |
| L10        | 6.60   | S16°34'43"E |
| L11        | 20.99  | S66°55'24"E |
| L12        | 8.84   | N75°07'58"E |

| CURVE TABLE |        |        |           |
|-------------|--------|--------|-----------|
| CURVE #     | LENGTH | RADIUS | DELTA     |
| C2          | 34.96  | 250.00 | 8°00'41"  |
| C3          | 56.67  | 250.00 | 12°59'19" |
| C4          | 165.22 | 200.00 | 47°20'00" |

GRANT OF EASEMENT TO THE COUNTY OF SAN BERNARDINO PER DOCUMENT RECORDED MARCH 8, 1957 IN BOOK 4175 PAGE 390 OF OFFICIAL RECORDS

DRAWN BY: IC  
CHECKED BY: EJB  
DATE: 2-23-2026  
JOB NO.: 255250

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3RD ST AND PALM AVE  
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PORTION

PAGE  
4  
OF 4

**EXHIBIT C**  
**INSURANCE PROVISIONS**

The GRANTEE shall obtain, and shall require any consultant or contractor entering the Property on its behalf to obtain insurance of the types and in the amounts described below and satisfactory to the GRANTOR.

A. **Commercial General Liability Insurance**. The GRANTEE shall maintain occurrence version commercial general liability insurance or equivalent form with a combined single limit of not less than two million dollars (\$2,000,000) per occurrence and the general aggregate limit not less than four million dollars (\$4,000,000). Such insurance shall:

1. Include the GRANTOR its officials, officers, employees, agents, and consultants as additional insureds with respect to the use of the Property and shall contain no special limitations on the scope of coverage or the protection afforded to the additional insureds;
2. Be primary with respect to any insurance or self-insurance programs covering the GRANTOR, its officials, officers, employees, agents and consultants; and
3. Contain standard separation of insured provisions.
4. Contain a waiver of subrogation that waives any right the insurer has against GRANTOR for any claims or suits.

B. **Workers' Compensation Insurance**. The GRANTEE shall maintain workers' compensation insurance with statutory limits and employers' liability insurance with limits of not less than one million dollars (\$1,000,000) per occurrence.

C. **Automobile Liability**. GRANTEE shall maintain automobile liability insurance for bodily injury and property damage including coverage for owned, non-owned and hired vehicles, in a form and with insurance companies acceptable to the City with limits of not less than one million dollars (\$1,000,000) combined single limit.

D. **Certificates of Insurance**. The GRANTEE shall, prior to entering the Property, furnish the GRANTOR with properly executed certificates of insurance and, if requested by the GRANTOR, certified copies of endorsements and policies, which clearly evidence all insurance required under this Agreement and provide that such insurance shall be not canceled, allowed to expire or be materially reduced in coverage, except on thirty (30) days' prior written notice to the GRANTOR. The GRANTOR shall have the sole discretion to determine whether the certificates and endorsements presented comply with the provisions of this Agreement.

E. **Coverage Maintenance**. The GRANTEE shall replace certificates, policies and endorsements for any insurance expiring prior to the termination of this Agreement. Unless otherwise provided for in this Agreement, the GRANTEE shall maintain such insurance from the execution of this Agreement until completion of the agreed use of the GRANTOR's property is complete and the Property is fully restored, except as otherwise provided in this Agreement.

F. **Licensed Insurer**. The GRANTEE shall place such insurance with insurers having A.M. Best Company ratings of no less than A:VIII and licensed to do business in California, unless otherwise approved, in writing, by the GRANTOR.

|                                                                                   |                                                                                                                                                                                               |
|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <p><b>TO:</b> Inland Valley Development Agency Board</p> <p><b>DATE:</b> September 9, 2026</p> <p><b>ITEM NO:</b> 10</p> <p><b>PRESENTER:</b> Kim Benson, UAS Center at SBD Administrator</p> |
|-----------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**SUBJECT:      CONSIDER AND DISCUSS A REPORT ON THE UAS CENTER AT SBD**

## **SUMMARY**

Founded in 2020, the UAS Center at SBD continues to drive technological training, pilot certification, and technology transfer throughout the region and across multiple domestic and international partners.

## **RECOMMENDED ACTION(S)**

Consider and discuss a report on the UAS Center at SBD.

## **FISCAL IMPACT**

None.

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

**BACKGROUND INFORMATION**

Founded in 2020, the UAS Center at SBD continues to drive technological training, pilot certification, and technology transfer throughout the region and across multiple domestic and international partners.

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

For review and discussion.

**Attachments:**

1. None



**TO: Inland Valley Development Agency Board**

**DATE: September 9, 2026**

**ITEM NO: 11**

**PRESENTER: Michael Burrows, Chief Executive Officer**

**SUBJECT: RECEIVE AND FILE SUMMARY REPORT ON FEASIBILITY ON THE CREATION OF A COMMUNITY REVITALIZATION AND INVESTMENT AUTHORITY (CRIA)**

### **SUMMARY**

On May 13, 2026, the IVDA Board adopted an updated Business Plan (2026-2031). A key focal area of the new plan is assessing the feasibility of forming a CRIA to increase sustainable self-funding for the Inland Valley Development Agency (IVDA) to leverage Federal and State funding opportunities to improve infrastructure and facilities. RSG previously prepared an initial CRIA feasibility study, and this updated feasibility study. Further analysis should continue to include RSG.

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

Discuss and file a summary report on the Feasibility Study on the Creation of a Community Revitalization and Investment Authority.

### **FISCAL IMPACT**

None.

|                                        |                 |
|----------------------------------------|-----------------|
| PREPARED BY:                           | Michael Burrows |
| CERTIFIED AS TO AVAILABILITY OF FUNDS: | N/A             |
| APPROVED AS TO FORM AND LEGAL CONTENT: | Michael Lewin   |
| FINAL APPROVAL:                        | IVDA Board      |



## **BACKGROUND INFORMATION**

On May 13, 2026, the IVDA Board adopted an updated Business Plan (2026-2031). A key focal area of the new plan is assessing the feasibility of forming a CRIA to establish more sustainable self-funding for the Inland Valley Development Agency (IVDA), so Federal and State funding opportunities can be leveraged to improve infrastructure and facilities. RSG previously prepared an initial CRIA feasibility study; however, further analysis should continue to include RSG.

This report is a key milestone in meeting The IVDA's adopted 2026-2031 Business Plan's Economic Development Planning and Development projects.

### Planning Projects:

No. 4: CRIA Feasibility Update, estimate completion 2026/28

### Development Projects:

No. 2: Ensure Financial Viability of IVDA, estimated completion annual

No. 5: Identify and Secure New Capital Funding Sources, estimated completion Annual

No. 6: Pursue successful reuse of former Norton AFB (CRIA), estimated completion 2026/31

Staff recommends discussion and filing of the summary report on the Feasibility Study on the Creation of a Community Revitalization and Investment Authority.

### **Attachments:**

1. Feasibility Study

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# Feasibility Study on the Creation of a Community Revitalization & Investment Authority

Inland Valley Development Agency  
Administrative Draft – August 3, 2026

DRAFT



## EXECUTIVE SUMMARY

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This Community Revitalization and Investment Authority ("CRIA") Feasibility Study for the Inland Valley Development Agency ("IVDA") was prepared by RSG, Inc. ("RSG") in 2026. IVDA is a Joint Powers Authority ("JPA") that was formed in the aftermath of the closure of the Norton Air Force Base ("Base") to assist in the economic advancement of the greater community. This led to IVDA forming a 14,246-acre<sup>1</sup> Inland Valley Redevelopment Project Area ("Redevelopment Project Area") and the corresponding Redevelopment Plan on July 18, 1990. The Redevelopment Project Area includes the former Base and surrounding properties in unincorporated portions of the County of San Bernardino, as well as the Cities of Colton, Loma Linda, and San Bernardino.

The Redevelopment Plan was intended to be effective until at least July 2030, and permit IVDA to collect tax increment revenue to repay debts thereafter. However, the State of California opted to eliminate redevelopment statewide to address a State budget crisis, resulting in the termination of redevelopment agencies throughout California effective February 2012. The intent was to redirect former tax increment for redevelopment projects to funding shortfalls in the public school system.

Since that time, the State created several new vehicles for tax increment financing that exclude school property taxes; among these are CRIAs as well as others such as Enhanced Infrastructure Financing Districts ("EIFD"). CRIAs are a type of JPA that not only collect tax increment revenue but also undertake affordable housing, infrastructure, and economic revitalization projects in former bases, disadvantaged communities, and blighted areas. CRIAs do this by forming a CRIA Plan and Plan Area within which these activities may occur. Tax increment revenue is generated by dedicating future property taxes from consenting taxing agencies, excluding school districts. In short, CRIAs give communities a second chance at redevelopment and revitalization in areas where redevelopment was incomplete in 2012.

When redevelopment dissolution began in 2012, IVDA's ability to advance the economic revitalization of the San Bernardino region was significantly hampered. While the IVDA has successfully collaborated with dozens of governments, non-profit, and private sector partners, more work remains to be done. The IVDA has been exploring means to further catalyze reinvestment, blight remediation, job creation, and production of affordable housing the region needs.

IVDA is focused on supporting the revitalization of the former Base area by facilitating sustainable development, implementing infrastructure improvements, and enhancing regional competitiveness. As of Fiscal Year ("FY") 2024-25 the Agency had a \$150 million budget and an active project portfolio valued at an estimated \$23.5 million. To date, IVDA's activities have supported 30,000 jobs and \$1.5 billion in economic impact.

---

<sup>1</sup> Source: Legal description of the Inland Valley Redevelopment Project Area contained in the Redevelopment Plan.

## PURPOSE OF THIS FEASIBILITY STUDY

This Feasibility Study evaluates the eligibility, qualifications, and potential of a CRIA in and around the vicinity of the former Redevelopment Project Area. A new tax increment district is not necessarily limited to the former Redevelopment Project Area boundaries. Specifically, this Feasibility Study presents:

- Background information on IVDA as well as CRIAs in general,
- The proposed boundaries for a +/- 11,814-acre CRIA Plan Area,
- Financial feasibility and tax increment projections for proposed CRIA, and
- Process and schedule for formation of a CRIA

This Feasibility Study is intended to augment discussions with jurisdictions interested in partnering with IVDA on the CRIA Plan formation. It will serve as a foundation for the official actions needed to consent to contributing future tax increment revenue to the CRIA, as well as formulating specific project and program objectives for the CRIA Plan.

## FINDINGS

Based on the analysis contained in this Feasibility Study, RSG has made the following conclusions:

- IVDA (on behalf of its Participating Jurisdictions) and the City of Colton (for additional property outside the Inland Valley Redevelopment Project Area current boundaries, are eligible to pursue a CRIA within their jurisdictions,
- Significant portions of both the Inland Valley Redevelopment Project Area and other properties in the City of Colton qualify for inclusion in a CRIA Plan Area as disadvantaged communities,
- The Study Area is therefore qualified as a CRIA Plan Area and IVDA's Participating Jurisdictions, as well as the San Bernardino County Fire Protection District and City of Colton, should next consider the findings of this Feasibility Study and adoption of consenting actions to participate in the tax increment financing for the CRIA,
- Based on preliminary assumptions wherein each jurisdiction contributes 25 percent of their future tax increment to the CRIA, the IVDA CRIA would generate approximately \$184 million in future tax increment revenue over 45 years, of which 25 percent (approximately \$46 million) would be statutorily dedicated to affordable housing projects. Participation from other special districts in the area could generate up to an additional \$63 million in tax-increment revenues, of which approximately \$16 million would be set aside for affordable housing.
- Formation of the CRIA would entail establishing a new joint powers agreement or, if legally permissible, amending IVDA's current joint powers agreement, to serve as the authority for

governance of the CRIA. If any new taxing entities participate in the CRIA that are not currently part of IVDA, such as special districts, they would need to be added as parties to the joint powers agreement. RSG recommends consulting with legal counsel to advise on the structure of the joint powers agreement and the CRIA governing board based on Government Code provisions related to CRIA and joint powers authorities. It is possible the CRIA could have the same membership as the existing IVDA board, with the addition of at least two public members and representatives of new participating taxing agencies, if any.

- After establishing the joint powers agreement to create the CRIA and its governing board, the CRIA would need to negotiate and adopt consenting resolutions and memorandums of understanding between the CRIA and its participating jurisdictions for the use of tax increment funds, prepare a CRIA Plan, and conduct three noticed public hearings. The CRIA adoption process typically takes one to two years; it will likely be a longer process for IVDA given the need to negotiate a joint powers agreement and consult with multiple jurisdictions. Negotiating memorandums of understanding between each participating jurisdiction will likely require the most time and planning.



## BACKGROUND

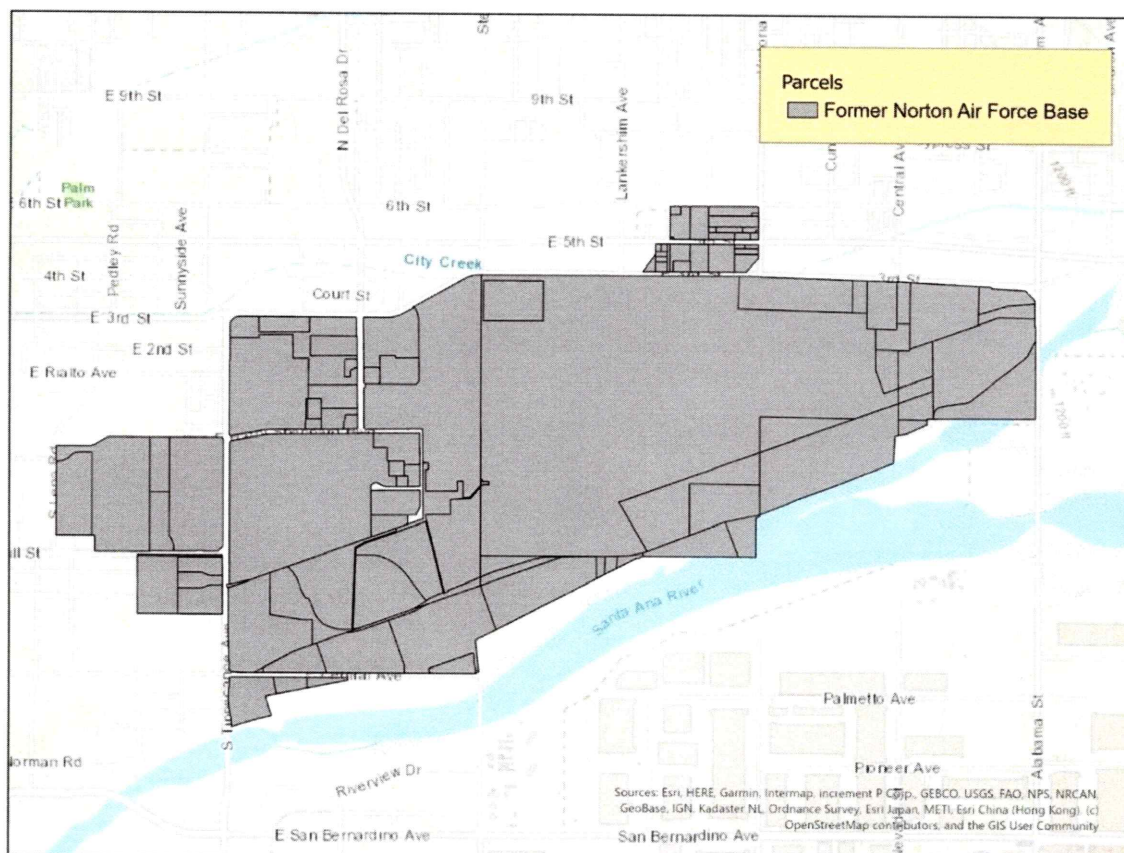
This section of the Feasibility Study provides information regarding the former Base closure which led to the creation of IVDA and the Redevelopment Plan, the effects of dissolution, and how a CRIA may be formed to address the lingering economic and revitalization needs of the region.

### NORTON AIR FORCE BASE

Established by the Federal government in 1942, the Base served as the core for logistics, maintenance, and aerospace supporting various military programs throughout its operational lifetime. In 1988, the Base was selected for closure by the federal Base Realignment and Closure Commission, also referred to as "BRAC". The Base officially closed in 1994.

Figure 1 presents the boundaries of the former Base.

*Figure 1: Boundaries of Former Norton Air Force Base*



RSG Inc, Inland Valley Development Agency



**TO: Inland Valley Development Agency Board**

**DATE: September 9, 2026**

**ITEM NO: 12**

**PRESENTER: Michael Burrows, Chief Executive Officer**

**SUBJECT: REVIEW STATUS OF THE ACTION PLAN FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) THROUGH DECEMBER 31, 2026**

### **SUMMARY**

On December 9, 2015, the IVDA Board adopted a Strategic Plan. In 2020, the IVDA 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, 2026.

### **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 2026/27.

|                                        |                 |
|----------------------------------------|-----------------|
| 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 Staff and Resources to increase organizational and operational efficiencies.

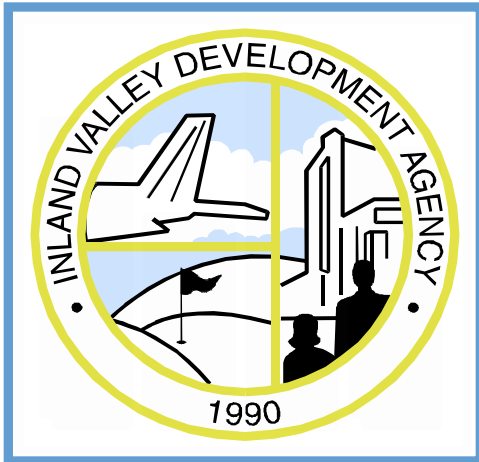
This status is offered for consideration and review. Updates and adjustments should be made, as appropriate, at each monthly interval.

For review and discussion.

**Attachments:**

1. IVDA Action Plan

# September 2026 – IVDA Focal Areas



JPA Obligations

UAS Center at SBD

Amended ROPS

Alliance-California Obligations

Northgate Development

Gateway South Development

Economic Development Programs

FTZ & CRIA

3<sup>rd</sup> Street Corridor

Sterling Avenue

Grant Programs & Initiatives



# Inland Valley Development Agency

## Action Plan for IVDA (12/31/26)

| Month           | Key Initiative                                                       | Key Resources                                                                       | Completion Date    |
|-----------------|----------------------------------------------------------------------|-------------------------------------------------------------------------------------|--------------------|
| July, 2026      | Updated Action Plan; UAS Center (VA)                                 | IVDA Board & Committee, CEO, General Counsel, Director of Finance, Staff            | July 31, 2026      |
| August, 2026    | Sterling Avenue; On-Base Roadways                                    | IVDA Board & Committee, CEO, Director of Finance, Staff                             | August 31, 2026    |
| September, 2026 | Prepare Amended ROPS; EDA CEDS Update; FTZ; Business Plan Priorities | IVDA Board & Committee, CEO, Director of Finance, Staff                             | September 30, 2026 |
| October, 2026   | Quarterly Financials; Economic Development Initiatives               | IVDA Board & Committee, Oversight Board, Director of Finance, Clerk of Board, Staff | October 31, 2026   |
| November, 2026  | Report on Grant Programs & Legislative Initiatives                   | IVDA Board & Committee, CEO, Director of Finance, Staff                             | November 30, 2026  |
| December, 2026  | Complete Annual Audit; Business Plan Review                          | IVDA Board & Committee, CEO, Director of Finance, Staff                             | December 31, 2026  |

# IVDA Action Plan – Implementation



September 2026

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  
Gateway South Development

Economic & Community  
Development Initiatives

3<sup>rd</sup> Street Corridor  
Sterling Avenue

Business Plan  
Progress Report

