

INLAND VALLEY DEVELOPMENT AGENCY

REGULAR MEETING BOARD ACTIONS

WEDNESDAY, AUGUST 11, 2021

3:00 P.M. (Closed Session, immediately followed by Open Session)

MAIN AUDITORIUM – Norton Regional Event Center – 1601 East Third Street, San Bernardino, CA



A regional joint powers authority dedicated to the reuse of Norton Air Force Base
for the economic benefit of the East Valley

Board Members

City of Colton

Mayor Frank Navarro	Present (via Zoom)
Mayor Isaac T. Suchil, Co-Chair	Present
Councilmember Kenneth Koperski	Absent

City of Loma Linda

Mayor Phillip Dupper	Present
Councilmember Rhodes Rigsby	Present (via Zoom)
Councilmember John Lenart (alt)	Absent

County of San Bernardino

Supervisor Dawn Rowe	Present
Supervisor Curt Hagman	Present (via Zoom)
Supervisor Joe Baca, Jr. (alt)	Absent

City of San Bernardino

Mayor John Valdivia, Co-Chair	Present
Councilmember Theodore Sanchez	Present (via Zoom)
Councilmember Ben Reynoso	Present (joined via Zoom at 3:02PM)
Councilmember Fred Shorett (alt)	Present (joined via Zoom at 3:02PM)

Staff Members and Others Present

Michael Burrows, Chief Executive Officer	Michael Lewin, Legal Counsel, Mirau, Edwards, Cannon, Lewin, & Tooke, LLP
Mark Gibbs, Director of Aviation	Darrell Hale, Property Manager
Mark Cousineau, Director of Finance	Jennifer Farris, Clerk of the Board

The Regular Meeting of the Inland Valley Development Agency Board was called to order by Co-Chair John Valdivia at approximately 3:00 p.m. on Wednesday, August 11, 2021 via web/teleconference utilizing the Zoom Meeting platform, pursuant to Executive Order N-29-20 issued by Governor Gavin Newsom on March 17, 2020 which allows elected officials to attend public meetings via teleconference. Staff Members and presenters attended in person in the Main Auditorium of the Norton Regional Event Center, 1601 East Third Street, San Bernardino, California while enforcing social distancing protocols.

A. CALL TO ORDER / ROLL CALL

Roll call was duly noted and recorded.

Members of the Board and the public joined Co-Chair John Valdivia in the Pledge of Allegiance.

Prior to recessing to closed session, Ms. Jennifer Farris, Clerk of the Board, announced that the opportunity was given for members of the public to submit public comments via email by 1:00 p.m. prior to commencement of today's meeting and that none were received.

Additionally, there were no public comments submitted in person at the meeting.

B. CLOSED SESSION PUBLIC COMMENT

There was no closed session public comment.

C. CLOSED SESSION

There were no closed session items.

D. REPORT ON CLOSED SESSION

There were no closed session items to report.

E. ITEMS TO BE ADDED OR DELETED

There were no items to be added or deleted.

F. CONFLICT OF INTEREST DISCLOSURE

1. Co-Chair John Valdivia 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 status of audit
- 2a. Mr. Burrows gave a brief update on the Mt. View Project.
Co-Chair John Valdivia and Mayor Frank J. Navarro thanked Mr. Jeff Barrow and Staff for their hard work.
- 2b. Mr. Mark Cousineau, Director of Finance, gave a brief update and explained that the audit is to be completed in November. Mr. Cousineau then reported that the loans from the Inland Valley Development Agency (IVDA) to the San Bernardino International Airport Authority (SBIAA) were paid off July 9, 2021.

H. BOARD CONSENT ITEMS

Let the record reflect that all votes were done by roll call with each Board Member's name and vote stated by voice in compliance with teleconference protocols.

3. Receive Register of Demands – August 11, 2021
4. Receive and file Cash Report for June 30, 2021 for the Inland Valley Development Agency (IVDA)
5. Approve a one year lease agreement with Mobile Modular for the rental of a 24x40 mobile office for the UAS Center at SBD in an amount not to exceed \$37,996.82
6. Approve Meeting Minutes: July 14, 2021

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

RESULT: **ADOPTED (UNANIMOUSLY)**
MOTION/SECOND: Dupper / Rowe
AYES: Dupper, Hagman, Navarro, Reynoso, Rigsby, Rowe, Sanchez, Suchil, and Valdivia.
NAYS: None.
ABSTENTIONS: None.
ABSENT: None.

I. **BOARD ACTION ITEMS**

Let the record reflect that all votes were done by roll call with each Board Member’s name and vote stated by voice in compliance with teleconference protocols.

- 7. Approve a month-to-month service agreement with C&A Janitorial Services to provide janitorial services for two (2) buildings owned by the Inland Valley Development Agency (IVDA)

ACTION: Approve a month-to-month contract with C&A Janitorial Services to provide janitorial services and supplies for two (2) buildings owned and operated by the Inland Valley Development Agency (IVDA) and authorize the CEO to execute all related documents.

RESULT: **ADOPTED (UNANIMOUSLY)**
MOTION/SECOND: Hagman / Navarro
AYES: Dupper, Hagman, Navarro, Reynoso, Rigsby, Rowe, Sanchez, Suchil, and Valdivia.
NAYS: None.
ABSTENTIONS: None.
ABSENT: None.

- 8. Approve the form of an employment agreement with Michael Burrows to serve in the capacity of Chief Executive Officer

Mr. Michael Lewin, Legal Counsel, Mirau, Edwards, Cannon, Lewin, & Tooke, LLP, provided a brief report on Agenda Item No. 8.

ACTION: Approve the form of an Employment Agreement with Michael Burrows to serve in the capacity of Chief Executive Officer; and authorize the Co-Chairpersons to execute the agreement on behalf of the Inland Valley Development Agency (IVDA).

RESULT: **ADOPTED**
MOTION/SECOND: Valdivia / Navarro
AYES: Dupper, Hagman, Navarro, Rigsby, Rowe, Sanchez, Suchil, and Valdivia.
NAYS: Reynoso.
ABSTENTIONS: None.
ABSENT: None.

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

Ms. Kimberly Benson, Administrator, UAS Center at SBD, referenced a PowerPoint presentation entitled “The Future in Flight” (as contained on pages 049-061 in the Agenda Packet) and provided a report on Agenda Item No. 9.

Supervisor Dawn Rowe requested a tour of the UAS Center.

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

- ACTION:** Consider and discuss a report on the UAS Center at SBD.
10. Review status of the Action Plan for the Inland Valley Development Agency (IVDA) through December 31, 2021

Mr. Michael Burrows, Chief Executive Officer, referenced a PowerPoint presentation entitled "December 31, 2021 –IVDA Focal Areas" (as contained on pages 064-066 in the Agenda Packet) and provided a brief report on Agenda Item No. 10.

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

- ACTION:** Review the Action Plan for the Inland Valley Development Agency through December 31, 2021.

J. **ADDED AND DEFERRED ITEMS**

There were no added or deferred items.

K. **OPEN SESSION PUBLIC COMMENT**

At the beginning of the meeting, Ms. Jennifer Farris, Clerk of the Board, announced that the opportunity was given for members of the public to submit public comments via email by 1:00 p.m. prior to commencement of today's meeting and that none were received.

Additionally, there were no public comments submitted in person on closed session or open session items at this meeting.

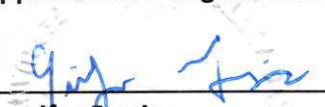
L. **BOARD MEMBER COMMENT**

Co-Chair John Valdivia and Co-Chair Isaac Suchil inquired as to the legality of returning to fully in-person meetings. Mr. Lewin clarified that there is no legal reason why the Board cannot have in-person meetings if they choose to come back in-person but the hybrid system is still in effect if they choose to stay hybrid. Co-Chair Suchil requested consensus from Board members on meeting in-person.

M. **ADJOURNMENT**

There being no further business before the Board at this session, Co-Chair John Valdivia declared the meeting adjourned at 3:36 p.m.

Approved at a Regular Meeting of the Inland Valley Development Agency Board on September 8, 2021.



Jennifer Farris
Clerk of the Board