

# INLAND VALLEY DEVELOPMENT AGENCY

## REGULAR MEETING BOARD ACTIONS

WEDNESDAY, JANUARY 12, 2022

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
Mayor Isaac T. Suchil, Co-Chair	Present
Councilmember Kenneth Koperski	Absent

#### City of Loma Linda

Mayor Phillip Dupper	Present
Councilmember Rhodes Rigsby	Present (arrived at 3:04 PM)
Councilmember John Lenart (alt)	Absent

#### County of San Bernardino

Supervisor Dawn Rowe	Present
Supervisor Curt Hagman	Present (arrived at 3:05 PM)
Supervisor Joe Baca, Jr. (alt)	Absent

#### City of San Bernardino

Mayor John Valdivia, Co-Chair	Present
Councilmember Theodore Sanchez	Present (arrived at 3:05 PM)
Councilmember Ben Reynoso	Absent
Councilmember Fred Shorett (alt)	Present

#### Staff Members and Others Present

Michael Burrows, Chief Executive Officer	Michael Lewin, Legal Counsel, Mirau, Edwards, Cannon, Lewin, & Tooke, LLP
Mark Cousineau, Director of Finance	Catherine Pritchett, Director of Administration
Jennifer Farris, Clerk of the Board	Mark Gibbs, Director of Aviation

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, January 12, 2022 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 Supervisor Dawn Rowe in the Pledge of Allegiance.

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. DFAS II
  - c. Sterling Avenue Grant
  - d. Report on Finance & Budget Committee
  
- 2a. Mr. Michael Lewin, legal counsel, Mirau, Edwards, Cannon, Lewin & Tooke, LLP, provided an update on AB 361 and the alternative procedure to hold Board meetings via teleconference. Mr. Lewin explained that during the state of emergency which currently exists in California, the Board would be required to make an initial finding in the interest of public health and safety that meetings in person are hazardous and can elect to utilize the alternate procedures outlined in AB 361. Additionally, he explained that this finding would need to be made every 30 days. Mr. Lewin specifically referenced Government Code § 54953 (e)(1)(C): The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B), that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

**ACTION:** Hold Board meetings via teleconference per Government Code § 54953 (e)(1)(C): The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B), that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

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

- 2b. Mr. Burrows provided a brief report on Agenda Item 2b.
- 2c. Mr. Burrows provided a brief report on Agenda Item 2c.
- 2d. Mr. Mark Cousineau provided a brief report and informed the Board that the California State Controller's Office recognized the Inland Valley Development Agency (IVDA) as a special district after 30 years since its creation.

**H. BOARD CONSENT ITEMS**

3. Receive Register of Demands – January 12, 2022
4. Receive and file Cash Report for November 30, 2021 for the Inland Valley Development Agency (IVDA)
5. Authorize staff to issue a Request for Qualifications (RFQ) for Engineering, Construction Support, and Preparation of Plans and Specifications for the Sterling Avenue Upgrade Project, pursuant to U.S. Department of Commerce, Economic Development Administration (EDA), Grant No. 07-01-07779
6. Approve Meeting Minutes: December 8, 2021

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

**RESULT:** **ADOPTED (UNANIMOUSLY)**

**MOTION/SECOND:** Suchil / Dupper

**AYES:** Dupper, Hagman, Navarro, Rigsby, Rowe, Sanchez, Shorett, Suchil, and Valdivia.

**NAYS:** None.

**ABSTENTIONS:** None.

**ABSENT:** None.

**I. BOARD ACTION ITEMS**

7. Receive and file an update to the Inland Valley Development Agency (IVDA) Personnel Policy

Ms. Catherine Pritchett, Director of Administration, referenced a PowerPoint presentation entitled "Overview of Updated Personnel Policy" (as contained on pages 038-039 in the Agenda Packet) and provided a brief report.

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

**ACTION:** Receive and file an update on the Personnel Policy for the Inland Valley Development Agency (IVDA), consistent with previously approved Agency policies.

8. Receive and file the Annual Independent Financial Audit Report of the Inland Valley Development Agency (IVDA) for the fiscal year ended June 30, 2021

Mr. Mark Cousineau, Director of Finance, introduced Ms. Eden Casareno and Mr. Brandon Ferrell, of Eadie and Payne, LLP. Mr. Ferrell referenced a PowerPoint presentation entitled "IVDA Board Meeting – January 12, 2022" and provided a brief summary of the annual audit report. Mr. Ferrell explained that the audit report resulted in an unmodified opinion, meaning the agency's financial statements are in conformity with accounting principles generally accepted in the United States.

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

**ACTION:** Receive and file the annual independent audit report of the Inland Valley Development Agency (IVDA) for Fiscal Year ended June 30, 2021; and authorize the Director of Finance to submit these reports to the appropriate agencies..

9. Review status of the Action Plan for the Inland Valley Development Agency (IVDA) through June 30, 2022

Mr. Michael Burrows, Chief Executive Officer, referenced a PowerPoint presentation entitled "June 30, 2022 –IVDA Action Plan" (as contained on pages 094-096 in the Agenda Packet) and provided a brief report.

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

**ACTION:** Review the Action Plan for the Inland Valley Development Agency through June 30, 2022.

**J. ADDED AND DEFERRED ITEMS**

There were no added or deferred items.

**K. OPEN SESSION PUBLIC COMMENT**

There were no open session public comments.

**L. BOARD MEMBER COMMENT**

There were no Board Member comments.

M. ADJOURNMENT

There being no further business before the Board at this session, Co-Chair John Valdivia declared the meeting adjourned at 3:21 p.m.

**Approved at a Regular Meeting of the Inland Valley Development Agency Board on February 9, 2022.**



---

Jennifer Farris  
Clerk of the Board

