

INLAND VALLEY DEVELOPMENT AGENCY

REGULAR MEETING BOARD ACTIONS

WEDNESDAY, JUNE 8, 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
Councilmember Isaac T. Suchil, Co-Chair	Present
Mayor Pro Tem Kenneth Koperski	Absent

City of Loma Linda

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

County of San Bernardino

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

City of San Bernardino

Mayor John Valdivia, Co-Chair	Present
Councilmember Theodore Sanchez	Present
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
Mark Gibbs, Director of Aviation	Caleb Zaldana, Staff Analyst
Darrell Hale, Property Manager	Jennifer Farris, Clerk of the Board
Jeff Barrow, Director of Development	

The Regular Meeting of the Inland Valley Development Agency Board was called to order by Co-Chair John Valdivia at approximately 3:01 p.m. on Wednesday, June 8, 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 Councilmember Theodore Sanchez in the Pledge of Allegiance.

B. **CLOSED SESSION PUBLIC COMMENT**

There was no closed session public comment.

C. **CLOSED SESSION**

Co-Chair John Valdivia recessed to closed session at 3:02 p.m. Mr. Michael Lewin, Legal Counsel, Mirau, Edward, Cannon, Lewin & Tooke, LLP, read the closed session items as posted on the Agenda.

- a. 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: Chairpersons John Valdivia and Isaac Suchil
Position Title: Chief Executive Officer

D. **REPORT ON CLOSED SESSION**

Co-Chair John Valdivia reconvened the meeting at approximately 3:35 p.m. Co-Chair Valdivia asked Mr. Michael Lewin, Legal Counsel, Mirau, Edward, Cannon, Lewin & Tooke, LLP, if there were any closed session reportable items. Mr. Lewin reported that there were no 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. Airport Gateway Specific Plan Status
- 2b. Mr. Michael Burrows, Chief Executive Officer, reported that the IVDA is on course to publish the Draft Airport Gateway Specific Plan (AGSP) and Notice of Preparation (NOP) of an Environmental Impact Report (EIR) in the month of June 2022. Further, Mr. Burrows reported that the documents will be posted to IVDA's website, <http://ivdajpa.org/>.

Co-Chair John Valdivia offered remarks of gratitude to Staff regarding the Airport Gateway Specific Plan.

H. **BOARD CONSENT ITEMS**

Let the record reflect that all votes were done by roll call with each Board Members' name and vote stated by voice.

3. Receive Register of Demands – June 8, 2022
4. Receive and file Cash Report for April 30, 2022 for the Inland Valley Development Agency (IVDA)
5. Approve Meeting Minutes: May 11, 2022

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

RESULT:	ADOPTED (UNANIMOUSLY)
MOTION/SECOND:	Dupper / Navarro
AYES:	Dupper, Navarro, Rigsby, Rowe, Sanchez, Shorett, 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 Members' name and vote stated by voice.

6. Approve the form of a Lease Agreement with EcoTech Visions, Inc. for use of certain portions of the former Norton Air Force Base Building No. 58

Mr. Darrell Hale, Property Manager, referenced an overhead titled "Building 58" found on page 037 of the Agenda Packet and provided a brief report on Agenda Item No. 6.

Vice-Chair Phill Dupper noted for the public that base rent under the new lease would be approximately \$40,000 per month. Mr. Hale confirmed.

ACTION: Approve the form of a Lease Agreement with EcoTech Visions, Inc. for use of certain portions of the Norton Air Force Base Building No. 58; and authorize the Chief Executive Officer and Property Manager to execute all related documents.

RESULT: **ADOPTED [UNANIMOUSLY]**

MOTION/SECOND: Suchil / Sanchez

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

NAYS: None.

ABSTENTIONS: None.

ABSENT: None.

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

For the record, Mr. Michael Lewin, Legal Counsel, Mirau, Edwards, Cannon, Lewin, & Tooke, LLP, stated that Mr. Burrows' review was favorable and cited certain portions of the employment contract specifically relating to salary and contract term.

Supervisor Dawn Rowe asked for clarification on cost allocation regarding Mr. Burrows contract renewal. Mr. Lewin clarified that Mr. Burrows contract is cost allocated 50 percent between both IVDA and SBIAA.

Co-Chair John Valdivia and Mayor Frank Navarro provided remarks of gratitude for Mr. Michael Burrows' service.

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 [UNANIMOUSLY]**
MOTION/SECOND: Rigsby / Dupper
AYES: Dupper, Navarro, Rigsby, Rowe, Sanchez, Shorett, Suchil, and Valdivia.
NAYS: None.
ABSTENTIONS: None.
ABSENT: None.

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

Mr. Michael Burrows, Chief Executive Officer, introduced Mr. Caleb Zaldana, Staff Analyst, who presented an ESRI ArcGIS Story Map of the Agency's 2021 Business Plan Update; available at <https://arcg.is/1fvynG1>.

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

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

9. Consider and adopt the Inland Valley Development Agency (IVDA) Successor Agency Budget for Fiscal Year 2022-2023

Mr. Mark Cousineau, Director of Finance, referenced a presentation entitled "FY 2022/2023 Proposed Annual Budget – IVDA Successor Agency ("SA")" (as contained on pages 068-071 in the Agenda Packet). Mr. Cousineau next referenced the Successor Agency Proposed Budget Fiscal Year 2022-23.

ACTION: Consider and adopt the Inland Valley Development Agency (IVDA) Successor Agency Budget for Fiscal Year 2022-2023.

RESULT: **ADOPTED [UNANIMOUSLY]**
MOTION/SECOND: Navarro / Dupper
AYES: Dupper, Navarro, Rigsby, Rowe, Sanchez, Shorett, Suchil, and Valdivia.
NAYS: None.
ABSTENTIONS: None.
ABSENT: None.

10. Consider and adopt the Inland Valley Development Agency (IVDA) Joint Powers Authority Budget for Fiscal Year 2022-2023

Mr. Mark Cousineau, Director of Finance, referenced a presentation entitled "FY 2022/2023 Proposed Annual Budget – IVDA Joint Powers Authority" (as contained on pages 076-080 in the Agenda Packet). Mr. Cousineau next provided a detailed overview of the proposed budget.

ACTION: Consider and adopt the Inland Valley Development Agency (IVDA) Joint Powers Authority Budget for Fiscal Year 2022-2023.

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

11. Approve certain Professional Services Contracts for Fiscal Year 2022-2023

Mr. Mark Cousineau, Director of Finance, provided a brief report on Agenda Item No. 11.

Co-Chair John Valdivia inquired as to the last time the contracts have gone out for bidding. Mr. Michael Burrows, Chief Executive Officer, noted the standard policy is to seek procurement every 5 years.

Co-Chair John Valdivia provided direction to Staff to provide a column and/or a footnote for the annual Professional Services Agreement as to the duration of each contract.

ACTION: Approve certain Professional Services Contracts with various firms for Fiscal Year 2022-2023; and authorize the Chief Executive Officer to execute all related documents.

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

12. 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 103-105 in the Agenda Packet) and provided a brief report on Agenda Item No. 12.

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

ACTION: Review the Action Plan for the Inland Valley Development Agency (IVDA) 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 4:09 p.m.

Approved at a Regular Meeting of the Inland Valley Development Agency Board on July 13, 2022.



Jennifer Farris
Clerk of the Board