

INLAND VALLEY DEVELOPMENT AGENCY

SPECIAL MEETING BOARD ACTIONS

THURSDAY, JANUARY 12, 2023

1:00 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
VACANT	
VACANT	

City of Loma Linda

Mayor Phillip Dupper, Co-Chair	Present
Councilmember Rhodes Rigsby	Present
Councilmember John Lenart (alt)	Absent

County of San Bernardino

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

City of San Bernardino

VACANT	
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
Myriam Beltran, Manager of Planning & Programs	Jennifer Farris, Clerk of the Board
Kevin Vejar, Project Manager	

The Special Meeting of the Inland Valley Development Agency Board was called to order by Co-Chair Phillip Dupper at approximately 1:02 p.m. on Thursday, January 12, 2023 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 Rhodes Rigsby 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 Phillip Dupper stated Board members should note the item(s) listed which might require member abstentions.

There were no conflicts noted.

G. INFORMATIONAL ITEMS

Mr. Michael Burrows, Chief Executive Officer, presented the following informational items.

2. Informational Items
 - a. Chief Executive Officer Report
 - b. Report on Airport Gateway Specific Plan (AGSP)
 - c. Policies and Procedures update
 - d. 3rd and 5th Street U.S. Economic Development Administration (EDA) approvals
 - e. Report on audit of Fiscal Year 2021-22
- 2b. Mr. Burrows gave a brief report on the Airport Gateway Specific Plan (AGSP) Public Open House taking place on January 12, 2023 at 6:00 pm.
- 2c. Ms. Catherine Pritchett, Director of Administration, gave a brief report on Agenda Item No 2c.
- 2d. Ms. Myriam Beltran, Manager of Planning & Programs, gave a brief report on Agenda Item No 2d.
- 2e. Mr. Mark Cousineau, Director of Finance, gave a brief report on Agenda Item No 2e.

H. BOARD CONSENT ITEMS

3. Receive Register of Demands – January 12, 2023
4. Receive and file Cash Report for November 30, 2022, for the Inland Valley Development Agency (IVDA)

At the request Mr. Michael Burrows, Chief Executive Officer, Agenda Item No. 5 was deferred.

5. Approve Amendment No. 1 to the professional services agreement with Desmond & Louis, Inc. in an amount not to exceed \$28,000 for consulting services related to marketing, media, public relations, and community outreach for Inland Valley Development Agency (IVDA)
6. Approve Meeting Minutes: December 14, 2022

ACTION: Approve Agenda Item Nos. 3-4 & 6 of the Consent Calendar.

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

I. **BOARD ACTION ITEMS**

7. Consider and discuss the current governance structure of the Inland Valley Development Agency (IVDA) Board and election to fill vacant Vice-Chairperson position

Mr. Michael Lewin, Legal Counsel, Mirau, Edwards, Cannon, Lewin, & Tooke, LLP, provided a brief report on the current structure of the IVDA Board.

A discussion ensued regarding the Co-Chair, Co-Chair, Vice-Chair structure of the Board.

Ultimately, with the consensus of the Board, Supervisor Dawn Rowe requested staff agendize an item to draft an amendment to the current language in the Joint Powers Authority (JPA) Agreement to update names of the presiding officers as a "Chairman", "Vice-Chairman", and "Secretary".

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

ACTION: Consider and discuss the current governance structure of the Inland Valley Development Agency (IVDA) Board and election to fill vacant Vice-Chairperson position.

8. Consider and adopt Proposed Budget Adjustments for Fiscal Year 2022-2023

Mr. Mark Cousineau, Director of Finance, provided a brief report on the budget adjustment referencing the "Proposed Budget Adjustments Table" found on page 041 of the Agenda Packet.

ACTION: Consider and adopt budget adjustments reflected in the Proposed Budget Adjustments Table for Fiscal Year 2022-2023.

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

9. Award a construction contract to AEC Moreno Corporation in an amount of \$338, 645.00 for the Building 58 Improvements Project

Ms. Michael Burrows, Chief Executive Officer, referenced an overhead and provided a brief report on Agenda Item No. 9.

ACTION: Award a construction contract to AEC Moreno Corporation in an amount of \$338,645.00 for the Building 58 Improvements Project; and authorize the Chief Executive Officer to execute all related documents.

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

10. Consider and discuss a report on the 3rd Street Corridor Project

Ms. Michael Burrows, Chief Executive Officer, referenced an overhead map and provided a brief report on Agenda Item No. 10.

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

ACTION: Consider and discuss a report on the 3rd Street Corridor Project.

11. Review status of the Action Plan for the Inland Valley Development Agency (IVDA) through June 30, 2023

Mr. Michael Burrows, Chief Executive Officer, referenced a PowerPoint presentation entitled "June 30, 2023 –IVDA Action Plan" (as contained on pages 055-057 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, 2023.

J. **ADDED AND DEFERRED ITEMS**

At the request Mr. Michael Burrows, Chief Executive Officer, Agenda Item No. 5 "Approve Amendment No. 1 to the professional services agreement with Desmond & Louis, Inc. in an amount not to exceed \$28,000 for consulting services related to marketing, media, public relations, and community outreach for Inland Valley Development Agency (IVDA)" was deferred (see section H.).

K. **OPEN SESSION PUBLIC COMMENT**

There were no open session public comments.

L. **BOARD MEMBER COMMENT**

Councilmember Theodore Sanchez recognized the newly elected City of San Bernardino Mayor Helen Tran.

M. **ADJOURNMENT**

There being no further business before the Board at this session, Co-Chair Phillip Dupper declared the meeting adjourned at 1:39 p.m.

Approved at a Regular Meeting of the Inland Valley Development Agency Board on February 8, 2023.



Jennifer Farris
Clerk of the Board