

# INLAND VALLEY DEVELOPMENT AGENCY

## REGULAR MEETING BOARD ACTIONS

WEDNESDAY, FEBRUARY 8, 2023

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 John Echevarria	Present (arrived at 3:07PM)
VACANT	

#### City of Loma Linda

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

#### County of San Bernardino

Supervisor Joe Baca, Jr.	Present
Supervisor Jesse Armendarez	Absent
Supervisor Dawn Rowe (alt)	Absent

#### City of San Bernardino

Mayor Helen Tran	Present
Councilmember Juan Figueroa	Present
Councilmember Sandra Ibarra	Present
Mayor Pro Tem Fred Shorett (alt)	Present (in audience)

#### 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	Jeff Barrow, Director of Development
Myriam Beltran, Manager of Planning & Programs	Jennifer Farris, Clerk of the Board
Amber Casarez, Marketing Manager	

The Regular Meeting of the Inland Valley Development Agency Board was called to order by Co-Chair Phillip Dupper at approximately 3:03 p.m. on Wednesday, February 8, 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 Supervisor Joe Baca, Jr. 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. Welcome to newly appointed Board Members
  - c. Report on Airport Gateway Specific Plan (AGSP)
  - d. Policies and Procedures update
  - e. Report on annual Recognized Obligation Payment Schedule (ROPS)
- 2b. Mr. Burrows welcomed new Board Members to the Agency.
- 2c. Mr. Burrows gave a brief update on the Airport Gateway Specific Plan.
- 2d. Ms. Catherine Pritchett, Director of Administration, gave a brief report on Agenda Item No 2d. and referenced a PowerPoint presentation as contained on pages 024-026 of the agenda packet.
- 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 – February 8, 2023
4. Receive and file Cash Report for December 31, 2022, for the Inland Valley Development Agency (IVDA)
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: January 12, 2023 (Special)

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

**RESULT:** **ADOPTED [UNANIMOUSLY]**  
**MOTION/SECOND:** Baca / Ibarra  
**AYES:** Baca, Dupper, Echevarria, Figueroa, Ibarra, Rigsby, and Tran.  
**NAYS:** None.  
**ABSTENTIONS:** None.  
**ABSENT:** None.

**ACTION:** Approve Agenda Item No. 6 of the Consent Calendar.

**RESULT:** **ADOPTED**  
**AYES:** Dupper, Echevarria, Figueroa, Ibarra, and Rigsby.  
**NAYS:** None.  
**ABSTENTIONS:** Baca and Tran.  
**ABSENT:** None.

I. **BOARD ACTION ITEMS**

7. Consider and discuss Amendment No. 2 to the Inland Valley Development Agency Joint Power Exercise of Powers Agreement

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.

With the consensus of the Board, a motion was approved to move forward with formal approval of Amendment No. 2 by each member agency.

**ACTION:** Approve the circulation of Amendment No. 2 to Amended Joint Exercise of Powers Agreement (Inland Valley Development Agency) to the City of Colton, City of Loma Linda, County of San Bernardino, and City of San Bernardino for formal adoption at each municipality

**RESULT:** **ADOPTED (UNANIMOUSLY)**  
**MOTION/SECOND:** Baca / Ibarra  
**AYES:** Baca, Dupper, Echevarria, Figueroa, Ibarra, Rigsby, and Tran.  
**NAYS:** None.  
**ABSTENTIONS:** None.  
**ABSENT:** None.

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

Mr. Mark Cousineau, Director of Finance, provided a brief report on Agenda Item No. 8 and referenced the "Proposed Budget Adjustments Table" found on page 056 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: Baca / Ibarra  
AYES: Baca, Dupper, Echevarria, Figueroa, Ibarra, Rigsby, and Tran.  
NAYS: None.  
ABSTENTIONS: None.  
ABSENT: None.

9. Approve a Professional Services Agreement with Cordoba Corporation in an amount not to exceed \$270,047 for the 3<sup>rd</sup> Street Corridor Roadway Rehabilitation Project

Ms. Myriam Beltran, Manager of Planning & Programs, provided a brief report on Agenda Item No. 9.

**ACTION:** Approve a Professional Services Agreement with Cordoba Corporation in an amount not to exceed \$270,047 for the 3<sup>rd</sup> Street Corridor Roadway Rehabilitation Project; and authorize the Chief Executive Officer to execute all related documents.

RESULT: **ADOPTED (UNANIMOUSLY)**  
MOTION/SECOND: Baca / Ibarra  
AYES: Baca, Dupper, Echevarria, Figueroa, Ibarra, Rigsby, and Tran.  
NAYS: None.  
ABSTENTIONS: None.  
ABSENT: None.

10. 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 074-076 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**

There were no items to be added or deferred.

**K. OPEN SESSION PUBLIC COMMENT**

Various local residents and community representatives expressed their concerns to the Board regarding the Airport Gateway Specific Plan (AGSP). Public speakers noted concerns which pertained to potential air quality impacts, insufficient information distributed to the public regarding the plan, and the need for more community involvement.

L. **BOARD MEMBER COMMENT**

Councilmember Sandra Ibarra inquired as to the IVDA's policy of notifying the public on projects. Ms. Myriam Beltran, Manager of Planning & Programs, clarified that the Agency notifies residents and businesses beyond a quarter mile from the project area. Co-Chair Phillip Dupper inquired as to which languages notices are being sent out in. Ms. Beltran clarified that in both English and Spanish.

M. **ADJOURNMENT**

There being no further business before the Board at this session, Co-Chair Phillip Dupper declared the meeting adjourned at 3:44 p.m.

**Approved at a Regular Meeting of the Inland Valley Development Agency Board on April 12, 2023.**

  
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Jennifer Farris  
Clerk of the Board