

INLAND VALLEY DEVELOPMENT AGENCY

REGULAR MEETING BOARD ACTIONS

WEDNESDAY, JUNE 14, 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
VACANT	

City of Loma Linda

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

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 (arrived at 3:16 p.m.)
Mayor Pro Tem Fred Shorett (alt)	Present (in the 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
Jeff Barrow, Director of Development	Jennifer Rodriguez, Deputy Clerk of the Board
Jonathan Galvan, Airport Manager	Jennifer Farris, Clerk of the Board

The Regular Meeting of the Inland Valley Development Agency Board was called to order by Vice-Chairperson Frank Navarro at approximately 3:00 p.m. on Wednesday, June 14, 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 John Lenart in the Pledge of Allegiance.

B. CLOSED SESSION PUBLIC COMMENT

There was no closed session public comment.

C. CLOSED SESSION

Vice-Chairperson Frank Navarro recessed to closed session at 3:01 p.m. Mr. Michael Lewin, Mirau, Edwards, 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: Chairperson Phillip Dupper
Position Title: Chief Executive Officer

D. REPORT ON CLOSED SESSION

Vice-Chairperson Frank Navarro reconvened the meeting at 3:37 p.m. Vice-Chairperson Navarro asked Mr. Michael Lewin, Legal Counsel, Mirau, Edwards, Cannon, Lewin & Tooke, LLP if there were any reportable items. Mr. Lewin reported that there were none.

E. ITEMS TO BE ADDED OR DELETED

There were no items to be added or deleted.

F. CONFLICT OF INTEREST DISCLOSURE

1. Vice-Chairperson Frank Navarro 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 (AGSP) Status
 - c. Consider and discuss changing the meeting time of the regular Inland Valley Development Agency (IVDA) Board meetings
 - d. Report on potential translation services
- 2b. Mr. Michael Burrows, Chief Executive Officer, reported that the Draft Program Environmental Impact Report (PEIR) was published in December 2022 and because of this, the environmental team is continuing to analyze the air quality studies. He further noted that the IVDA is coordinating with the air quality districts and the California Air Resources Board (CARB) on review of the technical data and whether it needs to be updated. After review, the Board and all interested parties will receive a report of the findings.
- 2c. Mr. Michael Lewin, Legal Counsel, provided a brief report on changing the Regular IVDA Board meetings from 3:00 p.m. to 5:00 p.m., the second Wednesdays of each month.

Board Members Baca, Echevarria, Figueroa, Ibarra, Lenart, and Navarro voted to agendize an item in July to change the meeting time of the Regular Inland Valley Development Agency (IVDA) Board from 3:00 P.M. to 5:00 P.M. Board Member Tran voted nay on moving forward with the item.
- 2d. Mr. Michael Lewin, Legal Counsel, provided a brief report on Staffs research regarding translation services.

With the consensus of the Board, Vice-Chairperson Frank Navarro requested staff to translate the regular IVDA Agendas to Spanish moving forward.

Additionally, Board Members requested that staff further research in-person Spanish translation services used by the City of San Bernardino as well as other entities and report back with findings.

H. **BOARD CONSENT ITEMS**

3. Receive Register of Demands – June 14, 2023
4. Receive and file Cash Report for April 30, 2023, for the Inland Valley Development Agency (IVDA)
5. Approve the filing of a Notice of Completion with AEC Moreno, Corporation for the Building 58 Improvements Project and authorize the release of retained funds
6. Award a contract to C-Below, Inc. for underground utility search services for the Sterling Avenue Upgrade Project in an amount not to exceed \$26,270.00
7. Approve Meeting Minutes: May 10, 2023

ACTION: Approve Agenda Item Nos. 3-7 of the Consent Calendar.

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

I. **BOARD ACTION ITEMS**

8. Consider and discuss a report on annual business plan program

Mr. Michael Burrows, Chief Executive Officer, introduced Ms. Jennifer Rodriguez, Deputy Clerk of the Board, who presented an ESRI ArcGIS Story Map of the Agency's 2022 Business Plan Update; available at <https://arcg.is/11ya9K>.

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 2023-2024

Mr. Mark Cousineau, Director of Finance, referenced a presentation entitled "FY 2023/2024 Proposed Annual Budget – IVDA Successor Agency ("SA")" (as contained on pages 064-067 in the Agenda Packet). Mr. Cousineau next referenced the Successor Agency Proposed Budget Fiscal Year 2023-24.

ACTION: Consider and adopt the Inland Valley Development Agency (IVDA) Successor Agency Budget for Fiscal Year 2023-2024.

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

10. Consider and adopt the Inland Valley Development Agency (IVDA) Joint Powers Authority budget for Fiscal Year 2023-2024

Mr. Mark Cousineau, Director of Finance, referenced a presentation entitled "FY 2023/2024 Proposed Annual Budget – IVDA Joint Powers Authority" (as contained on pages 072-076 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 2023-2024.

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

11. Approve certain Professional Services Agreements for Fiscal Year 2023-2024

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

ACTION: Approve certain Professional Services Contracts with various firms for Fiscal Year 2023-2024; and authorize the Chief Executive Officer to execute all related documents.

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

12. Approve award of a multi-year contract with Therma, LLC in an amount not to exceed \$308,447.00 for preventative maintenance of Heating, Ventilation, and Air Conditioning (HVAC) system for certain Inland Valley Development Agency (IVDA) owned buildings

Mr. Jonathan Galvan, Airport Manager, provided a brief report on Agenda Item No. 12.

ACTION: Approve a two (2)-year contract with two (2)-each, one (1)-year extension options with Therma, LLC in an amount not to exceed \$308,447.00 over a four (4) year period for preventative maintenance of Heating, Ventilation, and Air Conditioning (HVAC) systems on certain Inland Valley Development Agency (IVDA) owned buildings; and authorize the Chief Executive Officer to execute all related documents.

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

- 13. 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, 2023-IVDA Focal Areas" (as contained on pages 162-164 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

A few 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, possible relocation, and the need for Spanish translation services at the IVDA Board meetings and for published Agendas.

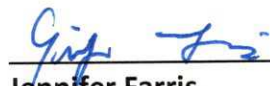
L. BOARD MEMBER COMMENT

Mayor Tran asked for clarification if the Airport Gateway Specific Plan causes residents to be relocated and who should residents go to submit comments regarding the relocation plan. Mr. Michael Burrows, Chief Executive Officer, clarified that the current draft EIR that has been circulated calls for a requirement for each project proponent to file and complete a relocation plan. However, the City of Highland does not believe that this is an appropriate requirement. Due to that feedback, the IVDA has been working with the City of Highland on alternatives so the relocation component can be retained. Mayor Tran further inquired about who residents should contact regarding any eviction notices. Mr. Burrows clarified that the IVDA does not receive eviction notices in connection with owners selling private property and those residents should go to their respective cities regarding those notifications. Mr. Burrows went on to state that the IVDA does not have land use authority and does not issue project approvals within the city's jurisdiction.

M. **ADJOURNMENT**

There being no further business before the Board at this session, Vice-Chairperson Frank Navarro declared the meeting adjourned at 5:10 p.m.

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



Jennifer Farris
Clerk of the Board

