

# INLAND VALLEY DEVELOPMENT AGENCY

REGULAR MEETING AGENDA  
WEDNESDAY, FEBRUARY 14, 2024  
5:00 PM

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

**Phillip Dupper, Chairperson**  
*Mayor, City of Loma Linda*  
**Frank J. Navarro, Vice-Chairperson**  
*Mayor, City of Colton*  
**Joe Baca, Jr., Secretary**  
*Supervisor, County of San Bernardino*

#### BOARD MEMBERS:

**John Echevarria**  
*Councilmember, City of Colton*  
**Rhodes Rigsby**  
*Councilmember, City of Loma Linda*  
**Helen Tran**  
*Mayor, City of San Bernardino*  
**Jesse Armendarez**  
*Supervisor, County of San Bernardino*  
**Juan Figueroa**  
*Councilmember, City of San Bernardino*  
**Sandra Ibarra**  
*Councilmember, City of San Bernardino*

#### ALTERNATE BOARD MEMBERS:

**Vacant**  
*City of Colton*  
**John Lenart**  
*Councilmember, City of Loma Linda*  
**Fred Shorett**  
*Mayor Pro Tem, City of San Bernardino*  
**Dawn Rowe**  
*Supervisor, County of San Bernardino*

- Full agenda packets are available at the IVDA office, 1601 East Third Street, San Bernardino, California, will be provided at the meeting, and are posted in the Agenda section of our website at [www.ivdajpa.org](http://www.ivdajpa.org). Office hours are Monday through Friday 8:00 a.m. to 5:00 p.m.
- Recordings of the IVDA Board meetings are available in the Agenda section of our website at [www.ivdajpa.org](http://www.ivdajpa.org).
- In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the IVDA office at (909) 382-4100. Notification 48 hours prior to the meeting will enable IVDA staff to make reasonable arrangements to ensure accessibility to this meeting.
- Anyone who wishes to speak during public comment or on a particular item will be requested to fill out a speaker slip, which must be turned in to the Clerk of the Board prior to speaking.
- Public comments for agenda items that are not public hearings will be limited to three minutes.
- Public comments for items that are not on the agenda will be limited to three minutes.
- The three-minute limitation shall apply to each member of the public and cannot be shared.
- An additional three minutes will be allotted to those who require translation services.

**ORDER OF BUSINESS - CLOSED SESSION**

This meeting of the governing Board of the Inland Valley Development Agency will begin with Closed Session Public Comment and Closed Session, immediately followed by the Open Session portion of the meeting

**A. CALL TO ORDER / ROLL CALL**

**B. CLOSED SESSION PUBLIC COMMENT**

The Closed Session Public Comment portion of the Inland Valley Development Agency Board meeting is limited to a maximum of three minutes for each speaker and comments will be limited to matters appearing on the Closed Session portion of the agenda. Additional opportunities for further Public Comment will be given during and at the end of the meeting. An additional three minutes will be allotted to those who require translation services

**C. CLOSED SESSION**

An announcement is typically made prior to closed session discussions as to the potential for a reportable action at the conclusion of closed session

**D. REPORT ON CLOSED SESSION**

Public announcement(s) will be made following closed session if there are any reportable actions taken during closed session.

**ORDER OF BUSINESS - OPEN SESSION**

- **CALL TO ORDER OPEN SESSION**
- **PLEDGE OF ALLEGIANCE**

**E. ITEMS TO BE ADDED OR DELETED**

Pursuant to Government Code Section 54954.2, items may be added on which there is a need to take immediate action, and the need for action came to the attention of the Inland Valley Development Agency subsequent to the posting of the agenda.

**F. CONFLICT OF INTEREST DISCLOSURE**

1. POSSIBLE CONFLICT OF INTEREST ISSUES FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) BOARD MEETING OF FEBRUARY 14, 2024 [**PRESENTER:** Jennifer Farris, Clerk of the Board; **PAGE#: 006**]

**G. INFORMATIONAL ITEMS**

It is intended that the following subject matters and their attachments are submitted to the Board members for informational purposes only. No action is required with regard to these items in the form of a receive-and-file motion or otherwise. Members may inquire of staff as to any questions or seek clarifications, but no discussion may ensue other than to place an item on a subsequent agenda for further consideration. In such situations where permissible levels of discussion are conducted, members are reminded that staff has not presented the related contractor and interested parties conflicts of interest disclosures that are typically provided for agenda items for which action is intended to occur. Additionally, questions may arise as to negotiation strategies or other legal issues which are more appropriately addressed in a closed session discussion.

2. Informational Items

- 2a. INFORMATIONAL ITEMS – CHIEF EXECUTIVE OFFICER REPORT [**PRESENTER:** Michael Burrows, Chief Executive Officer **PAGE#: 014**]
- 2b. INFORMATIONAL ITEMS – REPORT ON ANNUAL ROPS [**PRESENTER:** Mark Cousineau, Director of Finance **PAGE#: 015**]
- 2c. INFORMATIONAL ITEMS – REPORT ON STATUS OF ANNUAL AUDIT [**PRESENTER:** Mark Cousineau, Director of Finance **PAGE#: 016**]

- 2d. INFORMATIONAL ITEMS – REPORT ON INLAND VALLEY INFRASTRUCTURE CORRIDOR (IVIC) PROJECT [**PRESENTER:** Myriam Beltran, Manager of Planning & Programs **PAGE#: 017**]

H. **BOARD CONSENT ITEMS**

The following consent items are expected to be routine and non-controversial and will be acted upon by the Board at one time unless the Board directs that an item be held for further discussion.

3. REGISTER OF DEMANDS FOR DECEMBER 2023 [**PRESENTER:** Mark Cousineau, Director of Finance **PAGE#: 018**]
4. REGISTER OF DEMANDS FOR JANUARY 2024 [**PRESENTER:** Mark Cousineau, Director of Finance **PAGE#: 023**]
5. RECEIVE AND FILE CASH REPORT FOR NOVEMBER 30, 2023, FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) [**PRESENTER:** Mark Cousineau, Director of Finance **PAGE#: 028**]
6. RECEIVE AND FILE CASH REPORT FOR DECEMBER 31, 2023, FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) [**PRESENTER:** Mark Cousineau, Director of Finance **PAGE#: 031**]
7. RATIFY A PROFESSIONAL SERVICES AGREEMENT WITH TACTICAL DRONE CONCEPTS, LLC FOR TRAINING SERVICES AT THE UAS CENTER AT SBD IN AN AMOUNT NOT TO EXCEED \$37,500 [**PRESENTER:** Michael Burrows, Chief Executive Officer **PAGE#: 034**]
8. APPROVE MEETING MINUTES: DECEMBER 13, 2023 [**PRESENTER:** Jennifer Farris, Clerk of the Board **PAGE#: 050**]

I. **BOARD ACTION ITEMS**

9. CONSIDER AND ADOPT PROPOSED BUDGET ADJUSTMENTS FOR FISCAL YEAR 2023-2024 [**PRESENTER:** Mark Cousineau, Director of Finance **PAGE#: 057**]
10. APPROVE AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH THREE-2-ONE, INC. DBA IMAGINE SYSTEMS, INC. IN AN ADDITIONAL AMOUNT NOT TO EXCEED \$15,000 FOR IT PREVENTATIVE MAINTENANCE SERVICES FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) [**PRESENTER:** Mark Dennis, IT Manager **PAGE#: 061**]

11. CONSIDER AND ADOPT RESOLUTION NO. 2024-01 OF THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE MASTER AGREEMENTS, PROGRAM SUPPLEMENTAL AGREEMENTS, AND ANY OTHER DOCUMENTS THERETO WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS) FOR RECEIPT OF FEDERAL FUNDS FOR THE 3RD STREET CORRIDOR PROJECT **[PRESENTER: Myriam Beltran, Manager of Planning & Programs PAGE#: 067]**
  
12. APPROVE AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH CORDOBA CORPORATION IN AN AMOUNT NOT TO EXCEED \$99,319 FOR ADDITIONAL SERVICES RELATED TO THE 3RD STREET CORRIDOR ROADWAY REHABILITATION PROJECT **[PRESENTER: Jeff Barrow, Director of Development PAGE#: 095]**
  
13. REVIEW STATUS OF THE ACTION PLAN FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) THROUGH JUNE 30, 2024 **[PRESENTER: Michael Burrows, Chief Executive Officer PAGE#: 102]**

**J. ADDED AND DEFERRED ITEMS**

Deferred Items and Items which have been added pursuant to Government Code Section 54954.2 as noted above in Section E.

**K. OPEN SESSION PUBLIC COMMENT**

Anyone who wishes to speak during Open Session Public Comment will be requested to fill out a speaker slip. Prior to speaking, speaker slips should be given to the Clerk of the Board. Public comments for items that are not on the agenda will be limited to three minutes. The three-minute limitation shall apply to each member of the public and cannot be shared with other members of the public. An additional three minutes will be allotted to those who require translation services.

**L. BOARD MEMBER COMMENT**

Board members may make announcements or give brief reports on activities or matters not appearing on the agenda, as well as provide direction to staff relating to matters which may be addressed at this time.

**M. ADJOURNMENT**

Unless otherwise noted, this meeting will be adjourned to the next regularly scheduled meeting of the Inland Valley Development Agency Board, Wednesday, March 13, 2024.