

INLAND VALLEY DEVELOPMENT AGENCY

REGULAR MEETING AGENDA

WEDNESDAY, FEBRUARY 12, 2025

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:

Jesse Armendarez

Supervisor, County of San Bernardino

David Toro

Mayor Pro Tem, City of Colton

Rhodes Rigsby

Councilmember, City of Loma Linda

Juan Figueroa

Mayor Pro Tem, City of San Bernardino

Fred Shorett

Councilmember, City of San Bernardino

Sandra Ibarra

Councilmember, City of San Bernardino

ALTERNATE BOARD MEMBERS:

Dawn Rowe

Supervisor, County of San Bernardino

Rhonda K. Spencer-Hwang

Councilmember, City of Loma Linda

Mario Flores

Councilmember, City of San Bernardino

Vacant

City of Colton

- 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. 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.
- 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.
- Live Spanish interpretation is available on a by-request basis. If you require Spanish interpretation, please submit a request to the Clerk of the Board's Office by 12:00 p.m. on the Friday before the meeting to allow IVDA staff to coordinate and arrange for certified interpreters to attend the meeting.

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 12, 2025
[PRESENTER: Jillian Ubaldo, 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. CHIEF EXECUTIVE OFFICER REPORT
[PRESENTER: Michael Burrows, Chief Executive Officer PAGE#: 013]
- 2b. REPORT ON POLICIES AND PROCEDURES
[PRESENTER: Catherine Pritchett, Director of Administration PAGE#: 014]
- 2c. STATUS OF AUDIT
[PRESENTER: Mark Cousineau, Director of Finance PAGE#: 015]
- 2d. 2025 IVDA REGULAR BOARD MEETING DATES
[PRESENTER: Jillian Ubaldo, Clerk of the Board PAGE#: 016]
- 2e. UPDATE ON IVDA WEBSITE
[PRESENTER: Amber Casarez, Marketing Manager 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. RECEIVE REGISTER OF DEMANDS – JANUARY 8, 2025
[PRESENTER: Mark Cousineau, Director of Finance PAGE#: 018]
4. RECEIVE REGISTER OF DEMANDS – FEBRUARY 12, 2025
[PRESENTER: Mark Cousineau, Director of Finance PAGE#: 023]
5. RECEIVE AND FILE CASH REPORT FOR THE NOVEMBER 30, 2024 INLAND VALLEY DEVELOPMENT AGENCY (IVDA)
[PRESENTER: Mark Cousineau, Director of Finance PAGE#: 028]
6. RECEIVE AND FILE CASH REPORT FOR THE OCTOBER 31, 2024 INLAND VALLEY DEVELOPMENT AGENCY (IVDA)
[PRESENTER: Mark Cousineau, Director of Finance PAGE#: 031]
7. CONSIDER AND ESTABLISH THE THRESHOLD FOR THE PRIOR APPROVAL OF INLAND VALLEY DEVELOPMENT AGENCY (IVDA) EXPENDITURES BY THE BOARD OF DIRECTORS AT \$50,000
[PRESENTER: Mark Cousineau, Director of Finance PAGE#: 034]
8. AUTHORIZE STAFF TO ADVERTISE FOR THE DFAS 1: HVAC PROGRAMS AND CONTROLS PROJECT
[PRESENTER: Jeff Barrow, Director of Development PAGE#: 036]
9. RATIFY A CONSTRUCTION CONTRACT WITH LEONIDA BUILDERS, INC. IN AN AMOUNT NOT TO EXCEED \$46,800 FOR THE UAS TEST RANGE: CONCRETE PAD PROJECT
[PRESENTER: Jeff Barrow, Director of Development PAGE#: 039]
10. APPROVE AMENDMENT NO. 1 TO THE SERVICES AGREEMENT WITH C&A JANITORIAL SERVICES IN AN ADDITIONAL OF \$17,770 FOR A TOTAL NOT TO EXCEED AMOUNT OF \$155,087 TO PROVIDE ROUTINE JANITORIAL SERVICES AT VARIOUS INLAND VALLEY DEVELOPMENT AGENCY FACILITIES
[PRESENTER: Jon Galvan, Airport Manager PAGE#: 127]
11. APPROVE MEETING MINUTES: DECEMBER 11, 2024
[PRESENTER: Jillian Ubaldo, Clerk of the Board PAGE#: 132]

I. **BOARD ACTION ITEMS**

12. ADOPT RESOLUTIONS OF THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) IN RECOGNITION OF THE SERVICE OF THE CITY OF COLTON AND CITY OF SAN BERNARDINO REPRESENTATIVES
[PRESENTER: Michael Burrows, Chief Executive Officer PAGE#: 139]
13. CONDUCT ELECTIONS OF CHAIRPERSON, VICE-CHAIRPERSON AND SECRETARY FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) FOR THE TERM COMMENCING JANUARY 12, 2025 THROUGH JANUARY 13, 2027
[PRESENTER: Jillian Ubaldo, Clerk of the Board PAGE#: 142]

14. CONSIDER AND ADOPT PROPOSED BUDGET ADJUSTMENTS FOR FISCAL YEAR 2024-2025
[PRESENTER: Mark Cousineau, Director of Finance PAGE#: 149]
15. AWARD A CONSTRUCTION CONTRACT TO RED HAWK SERVICES IN AN AMOUNT NOT TO EXCEED \$78,639.82 FOR UAS TEST SITE: CHAIN LINK FENCE PROJECT
[PRESENTER: Jeff Barrow, Director of Development PAGE#: 152]
16. APPROVE THE AWARD OF A CONSTRUCTION CONTRACT WITH MATICH CORPORATION IN THE AMOUNT OF \$3,228,031.41 FOR THE STERLING AVENUE UPGRADE PROJECT; SUBJECT TO U.S. DEPARTMENT OF COMMERCE, ECONOMIC DEVELOPMENT ADMINISTRATION (EDA) APPROVAL
[PRESENTER: Jeff Barrow, Director of Development PAGE#: 176]
17. REVIEW STATUS OF THE ACTION PLAN FOR THE INLAND VALLEY DEVELOPMENT AGENCY (IVDA) THROUGH JUNE 30, 2025
[PRESENTER: Michael Burrows, Chief Executive Officer PAGE#: 322]

J. PUBLIC HEARING

18. CONSIDER AND DISCUSS THE INLAND VALLEY INFRASTRUCTURE CORRIDOR AND ADOPT RESOLUTION NO. 2025-03 CERTIFYING THE ENVIRONMENTAL IMPACT REPORT (EIR) FOR THE INLAND VALLEY INFRASTRUCTURE CORRIDOR
[PRESENTER: Michael Burrows, Chief Executive Officer PAGE#: 327]

K. 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.

L. 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.

M. 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.

N. ADJOURNMENT

Unless otherwise noted, this meeting will be adjourned to the next regularly scheduled meeting of the Inland Valley Development Agency Board, Wednesday, March 12, 2025.