

SAN BERNARDINO INTERNATIONAL AIRPORT AUTHORITY
REGULAR MEETING AGENDA
WEDNESDAY, JUNE 26, 2019

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

John Valdivia, President

Mayor, City of San Bernardino

Ovidiu Popescu, Vice President

Councilmember, City of Loma Linda

Penny Lilburn, Secretary

Mayor, City of Highland

COMMISSION MEMBERS:

Frank J. Navarro

Mayor, City of Colton

Dawn Rowe

County of San Bernardino

Theodore Sanchez

Councilmember, City of San Bernardino

ALTERNATE COMMISSION MEMBERS:

Phillip Dupper

Councilmember, City of Loma Linda

Curt Hagman

Supervisor, County of San Bernardino

Larry McCallon

Mayor Pro Tem, City of Highland

Henry Nickel

Councilmember, City of San Bernardino

Jack R. Woods

Councilmember, City of Colton

- Full agenda packets are available at the SBIAA office, 1601 East Third Street, San Bernardino, California, will be provided at the meeting, and are posted in the Public Meetings/Agenda section of our website at www.sbiaa.org. Office hours are 7:30 a.m. to 5:30 p.m., Monday through Thursday, 8:00 a.m. to 5:00 p.m., Friday.
- Recordings of the SBIAA Commission meetings are available in the Public Meetings/Agenda section of our website at www.sbiaa.org.
- In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the SBIAA office at (909) 382-4100. Notification 48 hours prior to the meeting will enable SBIAA 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. Prior to speaking, speaker slips should be turned in to the Clerk of the Board.
- 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.

ORDER OF BUSINESS – CLOSED SESSION

This meeting of the governing Commission of the San Bernardino International Airport Authority will begin with Closed Session Public Comment and Closed Session, immediately followed by the Open Session portion of the meeting.

- **CALL TO ORDER**
- **CLOSED SESSION PUBLIC COMMENT**
- **RECESS TO CLOSED SESSION**

A. CALL TO ORDER / ROLL CALL

B. CLOSED SESSION PUBLIC COMMENT

The Closed Session Public Comment portion of the San Bernardino International Airport Authority Commission 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.

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.

- a. Conference with Legal Counsel pursuant to Government Code Section 54956.9(d)(1) – *Inland Valley Development Agency, the Successor Agency to the Inland Valley Development Agency, a joint powers authority/federal base reuse authority; San Bernardino International Airport Authority, a joint powers authority, v. Michael Cohen, in his official capacity as the Director of the State of California Department of Finance; DOES 1 through 50, inclusive, Sacramento County Superior Court Case No: 34-2016-80002374.*
- b. Conference with Legal Counsel pursuant to Government Code Section 54956.9(d)(1) – *Inland Valley Development Agency, a joint powers authority/federal base reuse authority, and Inland Valley Development Agency as a Successor Agency, v. Oscar Valdez, in his official capacity as the County of San Bernardino Auditor – Controller/Treasurer/Tax Collector; Michael Cohen, in his official capacity as the Director of State of California Department of Finance; and DOES 1 through 50, inclusive, Sacramento County Superior Court Case No. 34-2016-80002502.*

- c. Conference with Legal Counsel pursuant to Government Code Section 54956.9(d)(1) – *Inland Valley Development Agency, the Successor Agency to the Inland Valley Development Agency, a joint powers authority/federal base reuse authority; San Bernardino International Airport Authority, a joint powers authority, v. Michael Cohen, in his official capacity as the Director of the State of California Department of Finance; DOES 1 through 50, inclusive, Sacramento County Superior Court Case No. 34-2016-80002615.*
- d. *Conference with Legal Counsel pursuant to Government Code Section 54956.9(d)(1) –Inland Valley Development Agency, the successor agency to the Inland Valley Development Agency, a joint powers authority/federal base reuse authority; San Bernardino International Airport Authority, a joint powers authority v. Keely Bosler, in her official capacity as the Director of the State of California Department of Finance; Oscar Valdez, in his official capacity as the County of San Bernardino Auditor – Controller/Treasurer/Tax Collector; and DOES 1 through 50, inclusive, Sacramento County Superior Court Case No. 34-2018-80003028.*
- e. Conference with Legal Counsel pursuant to Government Code section 54956.9(d)(2), regarding significant exposure to litigation – one case
- f. Conference with Labor Negotiators Pursuant to Government Code Section 54957.6.

The SBIAA Commission 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 SBIAA: President John Valdivia and Vice President Ovidiu Popescu
Position Title: Executive Director

D. <u>REPORT ON CLOSED SESSION</u>

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 San Bernardino International Airport Authority subsequent to the posting of the agenda.

F. CONFLICT OF INTEREST DISCLOSURE

1. Members shall note agenda item contractors and subcontractors which may require member abstentions due to possible conflicts of interest.
[**PRESENTER:** Jennifer Farris; **PAGE#:** 008]

G. INFORMATIONAL ITEMS

It is intended that the following subject matters and their attachments are submitted to the Commission 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
 - a. Executive Director's Report [**PRESENTER:** Michael Burrows; **PAGE#:** 028]
 - b. Report on Fiscal Year End Highlights [**PRESENTER:** Michael Burrows; **PAGE#:** 029]
 - c. Report on Personnel Initiatives [**PRESENTER:** Catherine Pritchett; **PAGE#:** 054]
 - d. Report on Active Insurance Claims [**PRESENTER:** Catherine Pritchett; **PAGE#:** 055]

H. **COMMISSION CONSENT ITEMS**

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

3. Register of Demands – June 26, 2019
[PRESENTER: William Garay; PAGE#: 056]
4. Receive and file Treasurer's Report for April 30, 2019 for the San Bernardino International Airport Authority (SBIAA)
[PRESENTER: William Garay; PAGE#: 062]
5. Approve Amendment No. 5 to the professional services agreement with Cordoba Corporation in an amount not to exceed \$45,000.00 for the 3rd Street Roadway and Infrastructure Improvements Project
[PRESENTER: Jim Harris; PAGE#: 065]
6. Approve Amendment No. 1 to the agreement with Cole Huber, LLP in an amount not to exceed \$55,000 for provision of general counsel services for the San Bernardino International Airport Authority (SBIAA)
[PRESENTER: Michael Burrows; PAGE#: 068]
7. Approve Amendment No. 1 to the agreement with Mirau, Edwards, Cannon, Lewin, & Tooke, LLP in an amount not to exceed \$10,000 for provision of general counsel services for the San Bernardino International Airport Authority (SBIAA)
[PRESENTER: Michael Burrows; PAGE#: 072]
8. Approve Minutes (Special): May 30, 2019
[PRESENTER: Jennifer Farris; PAGE#: 076]

I. **COMMISSION ACTION ITEMS**

Anyone who wishes to speak on a particular item will be requested to fill out a speaker slip. Prior to speaking, speaker slips should be turned in to the Clerk of the Board. Public comments for agenda items that are not public hearings will be limited to three minutes.

9. Consider and adopt the San Bernardino International Airport Authority (SBIAA) Budget for Fiscal Year 2019-2020
[PRESENTER: William Garay; PAGE#: 085]
10. Approve certain professional services contracts for Fiscal Year 2019-2020
[PRESENTER: William Garay; PAGE#: 197]
11. Consider and discuss a report on the Commission Policy
[PRESENTER: Scott Huber; PAGE#: 217]
12. Consider and discuss a report on the status of the 2020 Strategic Plan update for the San Bernardino International Airport Authority (SBIAA)
[PRESENTER: Michael Burrows; PAGE#: 240]
13. Consider and discuss a report on Strategic Plan Initiatives
[PRESENTER: Michael Burrows; PAGE#: 261]
14. Approve the form of an employment agreement with Michael Burrows to serve in the capacity of Executive Director
[PRESENTER: Scott Huber; PAGE#: 263]
15. Review status of the Action Plan for the San Bernardino International Airport Authority (SBIAA) through June 30, 2019
[PRESENTER: Michael Burrows; PAGE#: 269]

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.

L. COMMISSION MEMBER COMMENT

Commission 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 meeting of the San Bernardino International Airport Authority Commission on Wednesday, July 24, 2019.