



ANIMAL RESOURCE CENTER OF THE INLAND EMPIRE

Regular Animal Resource Center of the
Inland Empire Board Meeting
OCTOBER 7, 2025

*Ontario City Hall
303 E. B St. Ontario, CA 91764*

CHAIR PAUL S. LEON • VICE CHAIR CURTIS BURTON
DIRECTORS JOHN DUTREY • CURT HAGMAN • PETER ROGERS

SECRETARY CLAUDIA Y. ISBELL • TREASURER/CONTROLLER ARMEN HARKALYAN
EXECUTIVE DIRECTOR CLINTON THACKER • BOARD ATTORNEY NICHOLAUS NORVELL

WELCOME TO A MEETING OF THE ANIMAL RESOURCE CENTER OF THE INLAND EMPIRE

All documents for public review are on file with the Records Management/City Clerk's Department located at 303 East B Street, Ontario, CA 91764.

To submit written public comments online, please fill out the [Public Comment Form](#). The public comment submission window opens at the time the agenda is published and remains open until 4:00 p.m. on the day before the meeting. All comments received during the public comment submission window will be provided to the Board for consideration before action is taken on the matter and will be entered into the record.

Anyone wishing to speak in person during public comment or on a particular item will be required to fill out a blue slip. Blue slips must be turned in prior to public comment beginning or before an agenda item is taken up. The Secretary will not accept blue slips after that time. Speakers will be alerted when they have 1 minute remaining and when their time is up. Speakers are then to return to their seats and no further comments will be permitted.

In accordance with State Law, remarks during public comment are to be limited to subjects within Board's jurisdiction. Remarks on other agenda items will be limited to those items. Remarks from those seated or standing in the back of the chamber will not be permitted. All those wishing to speak including Board and Staff need to be recognized by the Chair before speaking.

ACCOMMODATIONS

If you need special assistance or accommodations to participate in this meeting, please contact the Ontario City Clerk's office at 909-395-2009. Notification of 48 hours prior to the meeting will help the City make reasonable arrangements. Equipment for the hearing impaired is available in the Records Management Office.

ORDER OF BUSINESS

The regular Animal Resource Center of the Inland Empire meeting begins with Public Comment at 8:00 a.m.

CALL TO ORDER (OPEN SESSION)

8:00 A.M.

ROLL CALL

Leon, Burton, Dutrey, Hagman, Rogers

PLEDGE OF ALLEGIANCE

Vice Chair Burton

PUBLIC COMMENTS

8:00 A.M.

The Public Comment portion of the Board meeting is limited to 30 minutes. An opportunity for further Public Comment may be given at the end of the meeting. Under provisions of the Brown Act, Board is prohibited from taking action on non-agenda public comments.

As previously noted -- if you wish to address the Board, fill out one of the blue slips at the rear of the chambers and give it to the Secretary.

AGENDA REVIEW/ANNOUNCEMENTS

The Executive Director will go over all updated materials and correspondence received after the Agenda was distributed to ensure Board Members have received them. He will also make any necessary recommendations regarding Agenda modifications or announcements regarding Agenda items to be considered.

INFORMATION RELATIVE TO POSSIBLE CONFLICT OF INTEREST

Agenda item contractors, subcontractors and agents may require member abstentions due to conflict of interests and financial interests. Board Member abstentions shall be stated under this item for recordation on the appropriate item.

CONSENT CALENDAR

All matters listed under CONSENT CALENDAR will be enacted by one motion in the form listed below – there will be no separate discussion on these items prior to the time Board votes on them, unless a member of the Board requests a specific item be removed from the Consent Calendar for a separate vote.

1. APPROVAL OF MINUTES

Minutes regular meeting of the Animal Resource Center of the Inland Empire of September 2, 2025, and approving the same as on file in the Records Management Department.

ATTACHMENT: [20250902 Minutes \(Not Official Until Approved\).docx](#)

2. A RESOLUTION GRANTING APPROVAL FOR THE EXECUTIVE DIRECTOR OF THE ANIMAL RESOURCE CENTER OF THE INLAND EMPIRE OR HIS DESIGNEE TO APPLY FOR ACCESS TO CRIMINAL OFFENDER RECORD INFORMATION THROUGH THE CALIFORNIA DEPARTMENT OF JUSTICE

That the Board of Directors approve a Resolution granting approval for the Executive Director of the Animal Resource Center of the Inland Empire or his designee to apply for access to criminal record information through the California Department of Justice.

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ANIMAL RESOURCE CENTER OF THE INLAND EMPIRE, SAN BERNARDINO COUNTY, CALIFORNIA, RELATING TO USE OF CRIMINAL OFFENDER RECORD INFORMATION (CORI).

ATTACHMENT: [20251007 ARC - Resolution - CORI_RM](#)

3. AN AMENDMENT TO THE DESIGN SERVICES AGREEMENT WITH MILLER ARCHITECTURAL CORPORATION FOR THE TEMPORARY ANIMAL SHELTER

That the Board of Directors authorize the Executive Director, or his designee, to execute Amendment No. 1 to the Design Services Agreement with Miller Architectural Corporation, for the design services of the temporary warehouse facility located on 2304 S. Baker Avenue, in the amount of \$31,385 for a total not-to-exceed contract amount of \$335,385.

ATTACHMENT: [Miller No.1.doc](#)

4. PROCUREMENT OF TWO TWO-HORSE BUMPER-PULL TRAILERS AND APPROPRIATE TOWING VEHICLE

That the Board of Directors authorize the Executive Director of the Animal Resource Center of the Inland Empire or his designee to procure two two-horse bumper pull trailers and Ford F-350 truck for hauling the trailers.

ATTACHMENT: [ARC F350 Quote.pdf](#)

ATTACHMENT: [2 Horse Trailer Quote.pdf](#)

5. **APPROVAL OF THE ANIMAL RESOURCE CENTER OF THE INLAND EMPIRE FISCAL YEAR 2025-26 FIRST QUARTER BUDGET ADJUSTMENT AND UPDATED AUTHORIZED POSITION LIST FOR THE ANIMAL RESOURCE CENTER OF THE INLAND EMPIRE**

That the Board of Directors approve the First-Quarter Budget Adjustment of the Animal Resource Center of the Inland Empire for FY 2025-26 and updated authorized position list for the Animal Resource Center of the Inland Empire.

ATTACHMENT: [ARC Approved Position List v.2.pdf](#)

ATTACHMENT: [FY 2025-26 ARC 1st Q Budget Update.pdf](#)

6. **UPDATE INITIAL BYLAWS OF THE FRIENDS OF THE ANIMAL RESOURCE CENTER OF THE INLAND EMPIRE NONPROFIT ORGANIZATION**

That the Board of Directors approve an update of the initial bylaws of the Friends of the Animal Resource Center of the Inland Empire Nonprofit Organization.

ATTACHMENT: [Friends of the Animal Resource Center of the Inland Empire - Bylaws \(10.7.25 Agenda Version\)-c1.pdf](#)

ADMINISTRATIVE REPORTS/DISCUSSION/ACTION

7. **SELECTION OF FRIENDS OF THE ANIMAL RESOURCE CENTER OF THE INLAND EMPIRE BOARD OF DIRECTORS AND OFFICERS**

That the Board of Directors select the Board of Directors and Officers of The Friends of the Animal Resource Center of the Inland Empire.

STAFF MATTERS

Executive Director Clinton Thacker

BOARD MATTERS

Chair Leon
Vice Chair Burton
Director Dutrey
Director Hagman
Director Rogers

ADJOURNMENT
