



ANIMAL RESOURCE CENTER OF THE INLAND EMPIRE

Regular Animal Resource Center of the
Inland Empire Board Meeting
MAY 6, 2025

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

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

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.

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

PLEDGE OF ALLEGIANCE

Director Dutrey

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 of the special meeting of the Animal Resources Center of the Inland Empire for March 26, 2025, and cancelled meeting of April 1, 2025, approving the same as on file in the Records Management Department.

ATTACHMENT: [20250326 S Minutes \(Not Official Until Approved\).docx](#)

ATTACHMENT: [20250401 C Meeting Minutes \(Not Official Until Approved\).docx](#)

2. A RESOLUTION ADMITTING THE CITY OF CHINO HILLS AS A MEMBER AGENCY

That the Board of Directors consider and adopt a Resolution authorizing the addition of the City of Chino Hills as a member agency.

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ANIMAL RESOURCE CENTER OF THE INLAND EMPIRE, AUTHORIZING THE ADDITION OF THE CITY OF CHINO HILLS AS A MEMBER OF THE AGENCY.

ATTACHMENT: [Signed ARC Letter of Interest City of Chino Hills^1](#)

ATTACHMENT: [20250506 ARC-Admission of Chino Hills RESO^02^RM](#)

3. RATIFICATION OF THE ANIMAL RESOURCE CENTER OF THE INLAND EMPIRE FISCAL YEAR 2024-25 MID-YEAR BUDGET ADJUSTMENT

That the Board of Directors ratify the mid-year budget adjustment of the Animal Resource Center of the Inland Empire for Fiscal Year 2024-25.

ATTACHMENT: [FY 2024-25 ARC Mid-Year Budget - Final.pdf](#)

4. RATIFICATION OF THE ANIMAL RESOURCE CENTER OF THE INLAND EMPIRE FISCAL YEAR 2025-26 ANNUAL BUDGET

That the Board of Directors ratify the annual budget of the Animal Resource Center of the Inland Empire for Fiscal Year 2025-26.

ATTACHMENT: [FY 2025-26 Proposed Budget - Animal Resource Center of the Inland Empire.pdf](#)

5. APPROVAL OF AUTHORIZED POSITION LIST FOR THE ANIMAL RESOURCE CENTER OF THE INLAND EMPIRE

That the Board of Directors approve the authorized position list necessary for Animal Resource Center of the Inland Empire start-up operations and establish salary ranges for the identified positions.

ATTACHMENT: [ARC Approved PostitionList.pdf](#)

6. ACCEPTANCE OF BLUEPEARL CARES GRANT AND APPROPRIATION OF FUNDS

That the Board of Directors authorize the Executive Director to accept grant funding of \$9,000

from BluePearl Cares and execute all documents associated.

ATTACHMENT: [BluePearl Cares Terms and Conditions.pdf](#)

7. SUBLEASE AGREEMENT BETWEEN THE ANIMAL RESOURCE CENTER OF THE INLAND EMPIRE AND THE CITY OF ONTARIO

That the Board of Directors authorize the Executive Director, or his designee, to execute a sub-lease agreement, with minor modifications from closure of escrow, between the Animal Resource Center of the Inland Empire as the sub-lessee and the City of Ontario as the sub-lessor for the permanent animal services center site located at 13107-13131 South Campus Avenue, Ontario, California.

ATTACHMENT: [Sublease ARC JPA and City of Ontario.pdf](#)

8. AUTHORIZE A CHANGE ORDER TO THE CONSTRUCTION CONTRACT WITH JRH CONSTRUCTION COMPANY, INC. FOR THE ANIMAL SERVICES CENTER OF THE INLAND EMPIRE TEMPORARY ANIMAL SERVICES CENTER

That the Board of Directors authorize the Executive Director, or his designee, to execute Change Order No. 1 to the Construction Contract with JRH Construction Company, Inc., of Irvine, California, in the amount of \$128,069, and authorize a 20% contingency of \$25,613, for a total increase of \$153,683 for a revised total not-to-exceed contract amount of \$3,906,622.

ATTACHMENT: [Change Order 2 Form - JRH 4-30-25.pdf](#)

9. RESPONSE TO BROWN ACT CURE OR CORRECT DEMAND

Direct the General Counsel to send a response letter to Maureen Mendoza communicating the Board of Directors' determination that the cure or correct demand letter incorrectly asserts Brown Act violations where no violations occurred, and as such, the demand letter is without merit.

ADMINISTRATIVE REPORTS/DISCUSSION/ACTION

10. AN ORDINANCE TO APPROVE THE SEAL FOR THE ANIMAL RESOURCE CENTER OF THE INLAND EMPIRE

That the Board of Directors introduce and waive further reading of an Ordinance approving the official seal for the Animal Resource Center of the Inland Empire and establish penalties for the unauthorized use of the official seal.

AN ORDINANCE OF THE ANIMAL RESOURCE CENTER OF THE INLAND EMPIRE, SAN BERNARDINO COUNTY, CALIFORNIA, ESTABLISHING THE CUSTODY AND USE OF THE OFFICIAL BOARD SEAL AND BOARD INSIGNIA.

ATTACHMENT: [ARC - Official Seal Ordinance^01^RM](#)

ATTACHMENT: [Exhibit A Official Seal^02](#)

STAFF MATTERS

BOARD MATTERS

Chair Leon
Vice Chair Burton
Director Dutrey
Director Hagman

CLOSED SESSION PUBLIC COMMENT

The Closed Session Public Comment portion of the Animal Resource Center of the Inland Empire meeting is limited to matters appearing on the Closed Session.

CLOSED SESSION

GC 54956.9(d)(2) & (3), CONFERENCE WITH LEGAL COUNSEL, ANTICIPATED LITIGATION:
One (1) case; Significant exposure to litigation

GC 54956.8, CONFERENCE WITH REAL PROPERTY NEGOTIATORS Property: 2304 South Baker Avenue; Agency negotiator: Executive Director Clint Thacker or his designee; Negotiating parties: Reid Calcott Family Trust; Under negotiation, price and terms of payment

ATTACHMENT: [20250506 Closed_Session.docx](#)

REPORT ON CLOSED SESSION

Board Attorney

ADJOURNMENT
