



WEST END ANIMAL SERVICES AGENCY

Special West End Animal Services Agency
Board Meeting
JANUARY 16, 2025

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

CHAIR PAUL S. LEON • VICE CHAIR CURTIS BURTON • DIRECTOR DEBRA PORADA

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

WELCOME TO A MEETING OF THE WEST END ANIMAL AGENCY

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 Special West End Animal Services Agency meeting begins with Public Comment at 11:00 a.m.

CALL TO ORDER (*OPEN SESSION*)

ROLL CALL

Leon, Burton, Porada

PUBLIC COMMENTS

11:00 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. **RESOLUTIONS TO IDENTIFY AUTHORIZED SIGNATORIES FOR CHECK SIGNING, LOCAL AGENCY FUND INVESTMENT, AND INVESTMENT OF AGENCY FUNDS**

That the Board of Directors:

- A. Adopt a Resolution of the Board of Directors of the West End Animal Services Agency Providing for the Investment of Inactive Funds in the Local Agency Investment Fund of the California State Treasury.
- B. Adopt a Resolution of the Board of Directors of the West End Animal Services Agency Authorizing the Investment of Agency Funds and Authorization to Sign and Issue Checks.

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WEST END ANIMAL SERVICES AGENCY PROVIDING FOR THE INVESTMENT OF INACTIVE FUNDS IN THE LOCAL AGENCY INVESTMENT FUND OF THE CALIFORNIA STATE TREASURY

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WEST END ANIMAL SERVICES AGENCY AUTHORIZING THE INVESTMENT OF AGENCY FUNDS AND AUTHORIZATION TO SIGN AND ISSUE CHECKS

ATTACHMENT: [20250116S WEASA - Resolution - Local Agency Investment Fund](#)

ATTACHMENT: [20250116S WEASA - Resolution - Investment of Agency Funds](#)

ADMINISTRATIVE REPORTS/DISCUSSION/ACTION

2. **CONSIDERATION TO CHANGE THE NAME OF THE JOINT POWERS AUTHORITY**

That the Board of Directors select a new name for the Joint Powers Authority (JPA) and request that the Member Agencies' governing bodies formally change the name via an amendment to the JPA agreement.

3. **APPROVAL TO SUBMIT ESTABLISHMENT DOCUMENTS TO CREATE AN EXEMPT ORGANIZATION**

That the Board of Directors authorize the Executive Director of Animal Services and General Counsel, or their designees, to execute and file articles of incorporation and bylaws for a tax-exempt organization supporting the mission of the Agency, and the authority to complete, execute and/or file all other terms and/or documents necessary to establish the organization as a tax-exempt organization under State and federal law.

ATTACHMENT: [Friends of the West End Animal Services Agency_Bylaws.docx](#)

ATTACHMENT: [Friends of the West End Animal Services Agency_Articles of Incorporation.docx](#)

STAFF MATTERS

Executive Director Thacker

BOARD MATTERS

Chair Leon

Vice Chair Burton

Director Porada

ADJOURNMENT
