



ANIMAL RESOURCE CENTER OF THE INLAND EMPIRE

Regular Animal Resource Center of the
Inland Empire Board Meeting
JUNE 3, 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. To comment by email, submit your comments no later than 4:00 p.m. on the day before the meeting by emailing your name, agenda item you are commenting on and your comments to arcpubliccomments@ontarioca.gov. All comments received by the deadline will be provided to the Board for consideration before action is taken on the matter and will be entered into the record.

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 Hagman

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 regular meeting of the Animal Resource Center of the Inland Empire of May 6, 2025, approving the same as on file in the Records Management Department.

ATTACHMENT: [20250506_Minutes_Not_Official_Until_Approved_.docx](#)

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

That the Board of Directors adopt 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](#)

3. AUTHORIZE CHANGE ORDERS 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. 3 and No. 4 to the Construction Contract with JRH Construction Company, Inc., of Irvine, California, in the amount of \$827,020, for a revised total not-to-exceed contract amount of \$4,733,642.

ATTACHMENT: [Change Order 3 Form - JRH 5-38-25.doc](#)

ATTACHMENT: [Change Order 4 Form - JRH 5-28-25.doc](#)

PUBLIC HEARINGS

Please note that if you challenge Board's action on items below in court, you may be limited to raising only those issues you or someone else raised at the public hearing or in written correspondence delivered to the Board at or prior to the public hearing. Affidavits of posting compliance, for all items below, are on file with the Records Management Department. Each member of the public wishing to address the Board on Public Hearing items will be given a total of

2 minutes.

4. **[A RESOLUTION APPROVING THE PROPOSED FEE SCHEDULE FOR THE ANIMAL RESOURCE CENTER OF THE INLAND EMPIRE](#)**

That the Board of Directors adopt a Resolution approving the Fiscal Year 2025-26 proposed Fee Schedule for the Animal Resource Center of the Inland Empire.

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ANIMAL RESOURCE CENTER OF THE INLAND EMPIRE, SAN BERNARDINO COUNTY, CALIFORNIA, ADOPTING A FEE SCHEDULE FOR THE JOINT POWERS AGREEMENT MEMBER AGENCIES ESTABLISHING CERTAIN SERVICE-RELATED FEES FOR ANIMAL RESOURCE CENTER OF THE INLAND EMPIRE SERVICES.

ATTACHMENT: [20250603_ARC- Resolution - FY2025-26 Fee Schedule^RM.docx](#)

ATTACHMENT: [Animal Resource Center - Shelter Fees Comparison.pdf](#)

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

ADMINISTRATIVE REPORTS/DISCUSSION/ACTION

5. **[APPROVAL OF THE AUTHORIZED BENEFIT PACKAGE AND VETERINARIAN POSITION FOR THE ANIMAL RESOURCE CENTER OF THE INLAND EMPIRE](#)**

That the Board of Directors approve the Authorized Benefit Package for employees of the Animal Resource Center of the Inland Empire (ARC) and the addition of a Veterinarian position to ARC's authorized position list.

ATTACHMENT: [Animal Resource Center Benefit Package Estimate - Exempt.pdf](#)

ATTACHMENT: [Animal Resource Center Benefit Package Estimate - Non-Exempt.pdf](#)

ATTACHMENT: [Animal Resource Center Benefits - Non-Exempt Additional Pay.pdf](#)

ATTACHMENT: [JPA Veterinarian Benefits Estimate 2025.pdf](#)

STAFF MATTERS

Executive Director Clinton Thacker

BOARD MATTERS

Chair Leon

Vice Chair Burton

Director Dutrey

Director Hagman

ADJOURNMENT
