

ALACHUA COUNTY
BOARD OF COUNTY COMMISSIONERS

RESOLUTION NO. 2025 –__

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY, FLORIDA; RE-ESTABLISHING THE ALACHUA COUNTY ANIMAL WELFARE ADVISORY COMMITTEE AND THE MEMBERSHIP THEREOF; PROVIDING TERMS FOR MEMBERSHIP; ESTABLISHING THE PURPOSE AND DUTIES THEREOF; PROVIDING FOR THE OPERATION THEREOF; PROVIDING FOR AMENDMENT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Board of County Commissioners of Alachua County, Florida (the “Board”) has found that protecting Animals is a legitimate public interest; and

WHEREAS, the Board has designated Animal Resources as the County department responsible for the proper enforcement of the Alachua County Animal Ordinance, Chapter 72 of the Alachua County Code; and

WHEREAS, the Board adopts all laws of the State of Florida relating to animal control, animal welfare, and animal cruelty through Chapter 72 of the Alachua County Code to ensure the public safety and welfare of animals; and

WHEREAS, the Board and its Animal Resources strives to provide educational programs and operate a public animal shelter where lost, homeless, abused, and abandoned companion animals come to be saved, temporarily sheltered, and ultimately reclaimed, transferred, or adopted into loving, responsible homes; and

WHEREAS, the Board has agreements with surrounding municipalities, and has working relationships with local law enforcement, not-for-profit animal welfare organizations, community volunteers, and veterinarians regarding animals and animal welfare; and

WHEREAS, by way of Resolution 2022-52 dated May 24, 2022, the Board established the Animal Welfare Advisory Committee for the purpose of assisting and supporting the County in promoting the adoption of shelter pets, the welfare of animals, and the important of the human-animals bond; and

WHEREAS, the Board amended Resolution 2022-52 with Resolution 2024-02 to update its membership and procedures to better help the Committee in its tasks and duties; and

WHEREAS, the Board desires again to re-establish the Animal Welfare Advisory Committee and provide updates to its membership.

NOW, THEREFORE, BEIT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY, FLORIDA, AS FOLLOWS:

SECTION 1. Recitals. The above recitals are correct and incorporated herein.

SECTION 2. Re-Established. The Board of County Commissioners of Alachua County, Florida (the “Board”) hereby re-establishes the Alachua County Animal Welfare Advisory Committee (the “Committee”). This Resolution replaces Resolution No. 2024-02.

SECTION 3. Membership. The Members of the Committee shall be appointed by the Board and shall consist of seven members, each of whom must be residents of Alachua County, Florida, composed of the following:

- Two (2) Leaders of local not-for-profit Animal Welfare Organization(s) (AWO). For purpose of this resolution, a ‘leader’ is a manager of an AWO, such as the Executive Director (ED), Chief Executive Officer (CEO), Assistant/Deputy Director, or Head of Operations. To be eligible the AWO must be 501(c)(3) not-for-profit entity registered, active, and in good standing with the State of Florida for a minimum of two years prior to Board appointment, which was established for the purpose of animal welfare. The two members must be from separate AWOs.
- One (1) Veterinarian (DVM) employed by the University of Florida College of Veterinary Medicine.
- One (1) Veterinarian (DVM) who owns or is employed by a private veterinary practice with a place of business in Alachua County, Florida.
- One (1) Animal welfare professional with a working knowledge of best practices.
- One (1) Law Enforcement Officer with rank of lieutenant or higher currently employed in Alachua County, Florida.
- One (1) Citizen -at-large who is an animal owner and animal welfare advocate.

The Board may appoint one (1) resident of Alachua County, Florida who meets at least one of the minimum qualifications above to serve as the Alternate Member. The provisions of the Advisory Board and Committees Guidelines adopted by the Board, as may be amended, is

applicable to the Alternative Member. Elected County and municipal officers and public officials are not permitted to be Members of the Committee.

SECTION 4. Term. The Board will appoint the Members to the Committee for three (3) year terms each; provided, however, that three of the initial appointments shall be for a term of one year, two of the initial appointments shall be for a term of two (2) years, and the remaining two initial appointments shall be for a term of three years. Thereafter, all appointments shall be for three-year terms. A Member may be reappointed for a maximum of three 3-year terms upon approval of the Board. Members of the Advisory Committee whose terms have expired may continue serving on the Committee until appropriate appointments have been made by the Board.

SECTION 5. Purpose and Duties. The Committee has the following purpose and duties, unless otherwise directed by the Board:

- A. Elect a Chair and Vice-Chair and operate the Committee pursuant to this Resolution.
- B. Assist the County in promoting the adoption of shelter pets, the welfare of animals, and the importance of the human-animal bond.
- C. Assist the County in promoting positive and greater community awareness of Alachua County's Animal Resources ("ACAR") and its mission, programs, and accomplishments.
- D. Carry out the responsibilities of a community engagement body in order to work with and support ACAR.
- E. Engage with and receive reports from ACAR as well as the various local not-for-profit Animal Welfare Organizations (AWOs) and relevant stakeholders.
- F. Assist and advise the County on future animal-related policies and issues.
- G. Prepare an Annual Work Plan and Report of Accomplishments.
- H. The Committee shall not operate in a supervisory, regulatory, or authoritative capacity. The Committee does not have the authority to establish policies or make decisions for the ARAC, the County, or the Board.

SECTION 6. Meetings. The method of operations of and the conduct of the

Committee's meetings will be as follows:

- A. The Committee will meet at least once each quarter. The Chair shall preside and conduct meetings of the Committee. The Vice-Chair shall act in the absence of the Chair.
- B. The Committee will elect one of its members to be Chair and one as Vice-Chair on an annual basis. The term of office for officers shall be for one year or until their successors are elected at the next regularly scheduled Committee meeting.
- C. All meetings of the Committee, including any subcommittee(s) if any, and records of the Committee, as defined in Section 119.011(12), Florida Statutes, are open and available to the public in accordance with Chapter 119, Florida Statutes and Section 286.011, Florida Statutes. A reasonable opportunity for public comment will be provided at each Committee meeting.
- D. The Animal Resources Director or his/her designee shall serve as the Staff Liaison to assist the Committee. The Staff Liaison will aid in preparing and distributing the agenda, which, except for special meetings, will be sent by e-mail or via US Mail to each member of the Committee at least five (5) days prior to the next meeting. The Chair, Vice-Chair, any Committee Member, the Animal Resources Director, or the Staff Liaison may place an item on the agenda by notifying the Staff Liaison at least seven calendar (7) days prior to the publication of the agenda.
- E. A quorum of the Committee is the number of members which constitute the majority of all positions which are currently filled. An alternate member may make up a quorum. When less than a quorum is present at a meeting, the Committee may meet in a workshop setting.
- F. Unless in conflict with this Resolution, the *Advisory Board and Committees Guidelines* adopted by the Board, as may be amended, is applicable to the membership, operations and conduct of this Committee. In the event of conflict between the Guidelines and this Resolution, the provisions of this Resolution apply.
- G. Members of the Committee shall receive no compensation for their duties and attendance.

SECTION 7. Reports. Reports, recommendations, and communications to the Board must be reduced to writing and addressed to the Chair of the Board of County Commissions and given by the Animal Resources Director to the County Manager.

SECTION 8. Amendment. This Resolution may only be amended by the Board. The Committee will be a standing committee and may be dissolved upon approval of the Board at any time.

SECTION 9. Effective Date. This Resolution shall become effective upon approval by the Board of County Commissioners of Alachua County, Florida (“effective date”).

DULY ADOPTED in regular session, this ____ day of _____, 2025.

**BOARD OF COUNTY COMMISSIONERS
OF ALACHUA COUNTY, FLORIDA**

ATTEST:

J.K. “Jess” Irby, Esq.
Clerk of Court

BY: _____
Charles “Chuck” Chestnut, IV, Chair
Board of County Commissioners

APPROVED AS TO FORM

Alachua County Attorney

(SEAL)