

ALACHUA COUNTY  
BOARD OF COUNTY COMMISSIONERS

**RESOLUTION NO. 2022 - 52**

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY, FLORIDA; ESTABLISHING THE ALACHUA COUNTY ANIMAL WELFARE ADVISORY COMMITTEE; ESTABLISHING 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**, Animal Resources & Care (AR&C) is a department of the Board of County Commissioners of Alachua County, Florida (the “Board”); and

**WHEREAS**, the Board designates Animal Resources & Care as the department responsible for the proper enforcement of Chapter 72 of the Alachua County Code to ensure the public safety and welfare of animals; 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; and

**WHEREAS**, the Board has entered into interlocal agreements with and has established territorial jurisdiction within the corporate limits of the cities of Alachua, Archer, Gainesville, Hawthorne, High Springs, LaCrosse, Micanopy, Newberry, and Waldo in addition to the unincorporated area of the county through Chapter 72 of the Alachua County Code; and

**WHEREAS**, the Board and its Animal Resources & Care strive to 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, not to be euthanized; and

**WHEREAS**, Animal Resources & Care has strong working relationships with law enforcement, local not-for-profit animal welfare organizations, community volunteers, veterinarians, and the University of Florida College of Veterinary Medicine; and

**WHEREAS**, the Board considers it to be a valid public purpose to educate the population

of the county concerning the law and proper care and respect for animals; and

**WHEREAS**, the Board desires to create a new advisory committee to assist the County, and support the department, in promoting the adoption of shelter pets, the welfare of animals, and the importance of the human-animal bond; and

**WHEREAS**, the establishment of an Animal Welfare Advisory Committee will serve the public interest and benefit the welfare of local animals.

**NOW, THEREFORE, BE IT 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. Creation.** The Board of County Commissioners of Alachua County, Florida (the “Board”) hereby creates and establishes the Alachua County Animal Welfare Advisory Committee (the “Committee”).

**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 (UFCVM).
- One (1) Veterinarian (DVM) who owns or is employed by a private veterinary practice with its principal place of business in Alachua County, Florida.
- One (1) Law Enforcement Officer with rank of lieutenant or higher currently employed in Alachua County, Florida.
- One (1) Mental Health Professional employed by a community mental health agency who has experience with or knowledge of area homeless programs and services.

- 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 two three-year terms upon approval of 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 & Care and its mission, programs, and accomplishments.
- D. Carry out the responsibilities of a community engagement body in order to work with and support Animal Resources & Care (AR&C).
- E. Engage with and receive reports from Animal Resources & Care (AR&C) 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 and update 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 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 the call of the Committee's Chair. The Committee must 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. Elections for the initial Chair and Vice-Chair shall be held at the first regularly scheduled meeting after appointment of the Members by the Board. The Committee shall from that point forward, elect one of its Members as Chair and one as Vice-Chair on an annual basis.
- C. The Animal Resources & Care Director or their designee shall serve as the staff liaison to aid the Chair in preparing and distributing the agenda, providing public notice of each meeting, and preparing minutes of each meeting.
- D. 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.
- E. The Chair or Vice-Chair shall be responsible for the meeting agenda. The agenda shall be prepared and distributed by email to each member of the Committee at least five (5) calendar days prior to the next meeting date. Any member of the Committee may place an item on the agenda by notifying the Chair or Vice-Chair prior to the preparation of the agenda.
- F. Five (5) Members of the Committee constitutes a quorum. When less than a quorum is present at a meeting, the Committee may meet in a workshop setting.
- G. 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 and conduct of this Committee, including, but not limited to, those provisions on attendance, voting conflicts, and public input.

H. Members of the Committee shall receive no compensation for their duties and attendance.

**SECTION 7. 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 8. 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 24th day of May, 2022.

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

ATTEST:



J.K. “Jess” Irby, Esq.  
Clerk of Court

(SEAL)

BY:



Marihelen Wheeler, Chair  
Board of County Commissioners

APPROVED AS TO FORM

DocuSigned by:



County Attorney










# Item #6, 22-0390

Final Audit Report

2022-06-02

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