

ALACHUA COUNTY
BOARD OF COUNTY COMMISSIONERS

RESOLUTION 2025 - 81

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY, FLORIDA, RESCINDING AND RESTATING ALACHUA COUNTY RESOLUTION 2022-21, ESTABLISHING THE ALACHUA COUNTY VETERAN SERVICES ADVISORY BOARD; ESTABLISHING THE MEMBERSHIP AND QUALIFICATIONS; ESTABLISHING THE RESPONSIBILITIES; ESTABLISHING PROVISIONS FOR OPERATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on July 12, 1983, the Board of County Commissioners of Alachua County, Florida (“Board”) adopted Resolution 83-50 to establish the Alachua County Veteran Services Advisory Board; and

WHEREAS, the Board of County Commissioners of Alachua County subsequently amended Resolution 83-50 by Resolutions 88-68, 93-89 and 01-57, and rescinded and restated Resolution 83-50 as Resolution 04-114; Resolution 10-071 and Resolution 2016-021; and

WHEREAS the Board rescinded and restated Resolution 10-071 as Resolution 16-021 on February 23, 2016; and

WHEREAS the Board rescinded and restated Resolution 16-021 as Resolution 17-03; and

WHEREAS, the Board rescinded and restated Resolution 17-03 as Resolution 2019-134.

WHEREAS the Board rescinded and restated Resolution 2019-134 as Resolution 2022-38; and

WHEREAS, the Board desires to modify the membership of the Veteran Services Advisory Board to be selected exclusively by the Board; and

WHEREAS, the Board desires to modify the qualifications of members, the responsibilities of the Advisory Board, and the provisions for operation to better meet the needs of the Veteran Services Advisory Board; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY, FLORIDA:

1. Restatement. Resolution 2022-38 is hereby rescinded and restated as follows:

Section 1. The Board of County Commissioners of Alachua County, Florida ("County"), hereby establishes the Veteran Services Advisory Board ("Advisory Board").

Section 2. The Advisory Board shall consist of no more and one (1) alternate member appointed by the County. All appointments shall be for four (4) year terms, staggered.

A. Vacancies for all the positions, including the alternate, shall be advertised and appointed by the Board of County Commissioners. Any member selected shall only include veterans who have been honorably discharged as indicated on their DD Form 214, and shall represent the following categories of citizens:

- 1) Gulf War Veteran - two members
- 2) Post-911 Veteran - two members
- 3) Citizens at large who are Veterans – remaining members
- 4) One alternate who is also a Veteran

Section 3. The responsibilities of the Advisory Board shall be to:

- A. Prepare and update an Annual Work Plan and Report of Accomplishments.
- B. Provisions for operations of the Advisory Board.
- C. Make recommendations to the Board of County Commissioners regarding the Veteran Community in Alachua County.
- D. Receive reports from Alachua County Veteran Services.
- E. Assist and advise the County on future policies and directions concerning Veterans; and
- F. Promote community awareness of the Alachua County Veteran Services Office, and Veteran organizations.

Section 4. Operation of the Advisory Board:

- A. Elections. The Advisory Board shall annually elect one of its members as Chair and such other officers as the Advisory Board deems necessary to meet its needs. Vacancies in offices shall be filled by election at the next regular meeting following the date the vacancy occurred.
- B. Meetings. Meetings of the Advisory Board, or any subcommittee thereof, shall be open to the public and shall be conducted in compliance with the Sunshine Law, Section 286.011, Florida Statutes. The Advisory Board may meet quarterly, or more if necessary for the operational needs of the County. The County staff liaison shall produce minutes of the meetings which shall be submitted to the Advisory Board for approval.
- C. Procedure. The Chair shall preside over and conduct meetings of the Advisory Board according to the most recent edition of *The Standard Code of Parliamentary Procedure*. Special meetings may be called by the Chair or by any three (3) members of the Advisory Board upon forty-eight (48) hours' written notice to all members and to the County Manager, or designee. The Advisory Board will comply with the "Advisory Boards and Committees Guidelines" set forth in the Alachua County Commission's Rules of

Procedure.

- D. Agenda. The Chair shall be responsible for the meeting agenda. The County Manager, or designee, shall serve as staff liaison to the Advisory Board and shall aid in preparing and distributing the agenda prior to the meeting. The County Manager, or designee, or any member of the Advisory Board may place an item on the agenda by notifying the Chair prior to the preparation of the agenda.
- E. Subcommittees. Subcommittees may be appointed by the Chair with the approval of the Advisory Board. All subcommittees must comply with this Resolution as if such as operating as the Advisory Board.
- F. Quorum. A quorum is determined according to the Alachua County Advisory Boards and Committees Guidelines. Recommendations and decisions of the Advisory Board must be made by a majority vote of those present and voting.
- G. Attendance. The County Manager, or designee, shall attend all meetings of the Advisory Board, but shall not vote on any matter. The attendance policy for the Advisory Board shall be in accordance with the attendance provision of the "Advisory Boards and Committees Guidelines" set forth in the Alachua County Commission's Rules of Procedure.
- H. Compensation. Members of the Advisory Board shall receive no compensation for the performance of their duties and responsibilities

2. Effective Date. This resolution shall take effect immediately upon its adoption.

DULY ADOPTED in regular session, this 28th of October 2025.

BOARD OF COUNTY COMMISSIONERS
ALACHUA COUNTY, FLORIDA

By: Charles Chestnut

Charles Chestnut, Chair

Date: Oct 29, 2025

ATTEST:

Jess Irby

J.K. "Jess" Irby, Esq., Clerk

(Seal)

APPROVED AS TO FORM

DocuSigned by:

Courtney L. Wilson

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Alachua County Attorney's Office











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Final Audit Report

2025-10-29

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