



**OFFICE OF MANAGEMENT AND BUDGET**

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**MEMORANDUM**

January 25, 2018

**TO:** Board of County Commissioners

**FROM:** Norman Foster, Director  
Office of Management and Budget

**SUBJECT:** Fiscal Impact Statement Re: Proposed Ordinance Relating to Adult Civil Citation Program

**Summary**

The proposed ordinance amends Chapters 21-6 and 8½-16 of the Broward County Code of Ordinances relating to Adult Civil Citation Program. This ordinance expands the instances in which law enforcement officers may, at their discretion, issue a civil citation instead of filing a state misdemeanor criminal charge against a person who commits certain misdemeanor offenses under Florida law. This ordinance would expand the adult civil citation program to eligible Broward County residents in order to divert persons that pose no threat to the community out of the criminal justice system, and after a screening, offer appropriate services to enable individuals to avoid repeat contact with the criminal justice system.

**Fiscal Impact**

Based on an estimated 1,200 cases per year, the program could require up to three additional positions in the Human Services Department, including two case managers and one support position at a maximum annual cost of \$175,000 and recurring operating costs of \$11,000. It is proposed that the civil citations be entered into the Clerk of the Court's database in order for law enforcement to make an initial eligibility determination in the field, and to facilitate the collection of fees from program participants. The Clerk of Court estimates that the cost for this service would be \$88,000 annually. The total annual cost for the program expansion is estimated to be \$274,000 annually with additional one-time start-up costs of approximately \$5,000. The amount of revenue available to offset the expenses for this program is difficult to predict, as the ordinance enables the use of a sliding scale based on ability to pay.

Several months will be needed to start-up this program, so the amount of funding needed for FY18 is unknown at this time. It is proposed that the Board approve funding of up to \$279,000 from reserve for FY18. The cost of the program for FY19 will be determined as part of the FY19 budget development process.