


**OFFICE OF MANAGEMENT AND BUDGET**

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**MEMORANDUM**

January 2, 2019

**TO:** Board of County Commissioners

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

**SUBJECT:** Fiscal Impact Statement Re: Proposed Ordinance Amending Chapter 7 and 20 of the Broward County Code of Ordinances, Relating to Child Care Facilities and Family Child Care Homes; and Proposed Administrative Code Amending Chapters 4, 8, 36 and 40 of the Broward County Administrative Code

**Summary**

The proposal amends Chapter 7 and Chapter 20, Article XV, respectively, of the Broward County Code of Ordinances. These chapters outline how the County shall administer, enforce, and regulate the operation of child care facilities and family child care homes through a licensure or registration process. The proposed changes would amend the Division who oversees the Child Care Licensing and Enforcement Section from the Community Partnerships Division of the Human Services Department, to the Environmental and Consumer Protection Division of the Environmental Protection and Growth Management Department. The proposed changes help to clarify the language within the ordinance and eliminate redundancies associated with requirements already outlined in the DCF handbooks. Additional changes are proposed which discuss disciplinary actions and give the local licensing agency authority to enter into voluntary settlement agreements relating to violations and administrative fines when it is in the best interest of the County to do so. There are proposed changes to Sec. 20-297 which outlines guidelines for food preparation, storage, and nutrition in family child care homes.

The proposal amends Chapters 4, 8, 36 and Chapter 40 of the Broward County Administrative Code. These sections of the Administrative Code delineate the responsibilities and organizational structure associated with the Human Services, and Environmental Protection and Growth Management Department (EPGMD); as well as the fees associated with specific Divisions within these Departments. The proposed changes to the Administrative Code would reflect organizational re-organizations which transferred the Child Care Licensing and Enforcement (CCLE) Section from the Community Partnerships Division of the Human Services Department to the Environmental and Consumer Protection Division of EPGMD. The proposed changes also include language to reflect new responsibilities of the Environmental and Consumer Protection Division associated with establishing the CCLE Section within the Division. The proposed changes eliminate Sections 36.12 through 36.15 of the Administrative Code which outline the fees for the Community Partnerships Division, specifically the annual child care facility application fee, inspection/certificate

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license fee, and food inspection fee. In addition, Section 40.51 of the Administrative Code is created which outlines fees associated with the Environmental and Consumer Protection Division.

**Fiscal Impact**

Due to the elimination of fees associated with the Child Care Food Services there will be an estimated reduction of approximately eighty-two thousand dollars in General Fund revenue in FY19. There will also be an estimated reduction of up to \$12,000 in General Fund revenue associated with the Gold Seal Quality Care Initiative which would provide a ten percent reduction in annual license fees to facilities provided they meet the requirement set in the Administrative Code. Beginning in FY20 fees will be increased by the annual percentage change in the Consumer Price Index, or three percent, whichever is less, which would result in a slight increase in General Fund revenues.

NF:no

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