



## MEMORANDUM

**TO:** Parks and Recreation Board Members

**FROM:** Kimberly McNeeley Assistant Director  
Parks and Recreation Department

**DATE:** April 22, 2014

**SUBJECT:** Local Standards of Care Ordinance

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This memo serves as an update regarding the Local Standards of Care Ordinance for the Parks and Recreation Department's Youth Recreation Programs.

The State of Texas Department of Protective and Regulatory Services administer state regulations and general licensing procedures for all child-care facilities. An exemption from licensing is available to the City of Austin in operating elementary and middle school-age recreation programs if the City annually adopts standards of care by ordinance. Adopting the standards of care by ordinance requires a public hearing and upon adoption, the standards of care are provided to parents of each program participant.

The ordinance must include minimum staffing ratios; minimum staff qualifications; minimum facility, health and safety standards; and mechanisms for monitoring and enforcing the adopted local standards. The 2014 ordinance complies with the minimum requirements. Adoption of the ordinance results in appropriate standards of care applied to the City's recreation programs for youth.

The ordinance presented to Austin City Council remained substantially unchanged from the previous year (adoption August 22, 2013), with one minor revision to the ordinance text indicated in red:

### **PART 3. PROGRAM ADMINISTRATION**

- (A) The department shall operate recreational programs in compliance with **appropriate state law**, this ordinance and the department's rules adopted under this ordinance.

On April 10, 2014, Austin City Council set a public hearing to consider the Local Standards of Care Ordinance. On May 22, 2014 the ordinance will be considered for adoption by City Council. A copy of the entire ordinance is attached. I am available to discuss. Thank you.

cc: Sara L. Hensley, CPRP, Director, Austin Parks and Recreation Department  
Cora Wright, Assistant Director, Austin Parks and Recreation Department  
April Shaw, Board Liaison, Austin Parks and Recreation Department