

# MANATEE COUNTY GOVERNMENT

## AGENDA MEMORANDUM

SUBJECT	AFTERSCHOOL RELICENSURE	TYPE AGENDA ITEM	CONSENT
DATE REQUESTED	JANUARY 9, 2001	DATE SUBMITTED/REVISED	DECEMBER 28, 2000
BRIEFINGS/WHO?	NONE	CONSEQUENCES IF DEFERRED	NONE
DEPARTMENT/DIVISION	PARKS & RECREATION RECREATION	AUTHORIZED BY TITLE	CINDY TURNER <i>CT</i> INTERIM DIRECTOR
CONTACT PERSON TELEPHONE/EXTENSION	CINDY TURNER/NANCY HILL 5923	PRESENTER/TITLE TELEPHONE/EXTENSION	CINDY TURNER, INTERIM DIRECTOR 5923
ADMINISTRATIVE APPROVAL		<i>[Signature]</i>	

### ACTION DESIRED

INDICATE WHETHER "REPORT or "DISCUSSION, "FORM OF MOTION, or "OTHER ACTION REQUIRED:

AUTHORIZATION FOR THE CHAIRMAN TO EXECUTE THE FLORIDA DEPARTMENT OF CHILDREN AND FAMILIES LICENSING APPLICATIONS FOR THE PARKS AND RECREATION DEPARTMENT'S YOUTH AFTERSCHOOL PROGRAM AT G.T. BRAY PARK FOR FY00/01; AND  
 AUTHORIZATION FOR THE PARKS AND RECREATION DEPARTMENT DIRECTOR, OR DESIGNEE, TO EXECUTE THE FLORIDA DEPARTMENT OF CHILDREN AND FAMILIES' AFFIDAVITS

### ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.)

(10.1.1) - LEVEL OF SERVICE: A PARKS & RECREATION SYSTEM CONSISTENT WITH THE ADOPTED LEVEL OF SERVICE CONTAINED IN STANDARDS MEETING THE NEEDS OF THE CITIZENS OF MANATEE COUNTY, FLORIDA

### BACKGROUND/DISCUSSION

- 02/15/00 - BOARD APPROVED RELICENSING FOR THE AFTERSCHOOL PROGRAM.
- THE CURRENT LICENSE EXPIRES ON MARCH 31, 2001.
- APPLICATION PROVIDES FOR SUBMITTAL AND EXECUTION OF LICENSE TO PROVIDE AFTERSCHOOL PROGRAM FOR 00/01.

HAS COUNTY ATTORNEY REVIEW BEEN REQUESTED? Indicate "NO" or "YES" @ right. (If "NO," proceed to 1) below; and if "YES," proceed to 2) below)

NO

1) IF "NO" TO ABOVE,

A) PLEASE EXPLAIN BELOW: (see also following section 1B) re: contract, agreement, lease, etc.):

THIS IS A POLICY DECISION; NOT A LEGAL ISSUE

B) IF A CONTRACT, AGREEMENT, LEASE OR OTHER DOCUMENT WAS PREVIOUSLY APPROVED, STATE YEAR OF LAST USE @ RIGHT:

2) IF "YES" TO FIRST QUESTION IN THIS SECTION,

A) HAS ENTIRE MATTER, OR ONLY A PORTION, BEEN REVIEWED? IF ONLY A PORTION, WHICH PORTION?

B) HAVE ALL COMMENTS/SUGGESTIONS RAISED BY COUNTY ATTORNEY BEEN ADDRESSED/INCORPORATED; IF NOT, PLEASE EXPLAIN. A COPY OF FINAL COUNTY ATTORNEY MEMO RE THIS MATTER MUST BE ATTACHED (if comments were verbal, so indicate.)

**APPROVED IN OPEN SESSION**

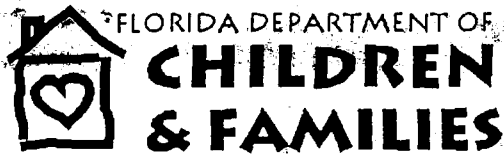
**JAN 09 2001**

**BOARD OF COUNTY COMMISSIONERS  
MANATEE COUNTY, FLORIDA**

*85*

AGENDA MEMORANDUM (cont'd)

ATTACHMENTS (List in order as attached)		INSTRUCTIONS TO BOARD RECORDS:	
LICENSING APPLICATION LICENSING AFFIDAVIT LIST OF CURRENT COUNTY OFFICIALS CARETAKER BACKGROUND SCREENING INFORMATION		PLEASE RETURN EXECUTED ORIGINAL COPY TO P&R	
COST	\$100 - APPLICATION FEE	SOURCE (ACCT# & NAME)	10600112900552000 - YOUTH CAMPS
COMMENTS	NONE	AMT./FREQ. OF RECURRING COSTS (ATTACH FISCAL IMPACT STATEMENT)	N/A



Jeb Bush  
Governor

Kathleen A. Kearney  
Secretary

November 7, 2000

G. T. Bray Afterschool Program  
Allison Betts, Director  
5504 33<sup>rd</sup> Avenue Drive West  
Bradenton, FL 34209

Dear Child Care Facility Owner/Operator:

The license to operate as a child care facility expires on **March 31, 2001**. Enclosed are all the necessary forms required by this office to relicense your facility. Please complete these forms with an emphasis on detail and accuracy, as incomplete or incorrect information and forms will be returned for completion and/or correction. The required forms are:

- Application and Appropriate Fee  
(Separate check or money order payable to Department of Children and Families - No Cash)
- Documentation of **current** corporate status.
- Affidavit of Compliance with Employee Background Screening  
(or provide a copy of the personnel roster with the completed information)
- Caretaker Background Screening (**Owner/Operator-Annual**)

Please return these forms and fees to our office no later than **JANUARY 8, 2001** to ensure timely issuance of your new license.

*Child Care Licensing & Regulation, 465 Cortez Road West, Bradenton, FL 34207 (941)727-6520*

*The Department of Children and Families is committed to working in partnership with local communities to ensure safety, well-being and self-sufficiency for the people we serve.*

The inspection approvals from the following agencies are required to be completed during the previous 12 months and prior to relicensure:

- Environmental Health Inspection (food service)
- Annual Fire Safety Inspection Approval

These agencies have been notified by our office that your facility's annual relicensure approval inspection is due. *If you have not heard from these inspectors 45 days prior to your license expiration date, telephone them for an inspection date.* If they cite a violation, it is your responsibility to correct it and to contact them for a re-inspection if one is required. They will send our office copies of their reports.

A provisional license will be issued if all of the above listed annual approvals have not been received. Failure to submit the enclosed forms and fee, and receive annual approvals in a timely manner, may result in an Administrative Fine. Florida Statutes forbid the operation of a child care program without a license.

Our new mailing address is:

Child Care Licensing & Regulation  
Orange Blossom Plaza  
465 Cortez Road West  
Bradenton, FL 34207

Please feel free to call our office at 727-6520 if you have any questions.

Sincerely,



Nancy Dalton  
Secretary Specialist