



MEMORANDUM

To: Mayor and City Council

From: Valencia Gilbert, Recreation Coordinator

Via: Jessica Carpenter, Director of Community Experiences

Date: April 11, 2023

Reference: Consider approval of an Ordinance of the City of Coppel, Texas, readopting, ratifying, republishing and extending Chapter 9 of the Code of Ordinances, Article 9-19, Youth Camp Programs Standards of Care; and authorizing the Mayor to sign.

2040: Foundation: Sustainable Government
Pillar 2: Foster an Inclusive Community Fabric

Introduction:

This item is submitted annually to the City Council so that guidelines for state exemption of day care licensing can be applied for all youth camp programs offered by the Community Experiences Department. These camps include Camp Do-It-All, and those offered at the Recreation Center in the summer and any individual holiday camps that are scheduled throughout the school year. While there are **no changes proposed** to the Standards of Care, the City Council is required to hold a public hearing and adopt the guidelines each year.

Analysis:

The youth camps offered by the City of Coppel are exempt from licensure as observed in the Texas Administrative Code Title 40 Chapter 745.115(3) of the Texas Department of State Health Services (DSHS). This is applicable because these programs are operated by a municipality, are recreation programs for children ages 5 through 13, and because they meet the following criteria:

- The Standards of Care for the program are annually adopted by Ordinance.
- The Standards of Care include staffing ratios and qualifications, facility health and safety standards, and monitoring and enforcement provisions.
- The Standards of Care are provided to the parents of each program participant.
- The parents of each program participant are informed that the program is not licensed by the state.
- The program is not advertised as childcare.

As parents register their children for Coppell camps, they are provided a copy of the Standards of Care, as listed in the requirements. Along with the standards they are also provided information on camp hours of operation, rules, attire, activities and field trips, and all other information parents need for camp to be successful for their child. These Standards of Care are closely monitored by the Recreation Coordinator, CORE Manager and the Assistant Director of Community Experiences.

Legal Review:

Agenda item was reviewed by the City's legal counsel.

Fiscal Impact:

There is no fiscal impact related to this agenda item.

Recommendation:

The Community Experiences Department recommends approval of this item.