



BUSINESS IMPACT ESTIMATE¹

Meeting Date: 4/15/26

Proposed Ordinance Title/Reference: AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF MONROE COUNTY, FLORIDA, RENAMING DIVISION 1 OF ARTICLE III OF CHAPTER 2 OF THE MONROE COUNTY CODE OF ORDINANCES, CURRENTLY ENTITLED “GENERALLY” TO “COUNTY ADMINISTRATION”; AND AMENDING SECTIONS 2-58, 2-59, AND 2-60 BY

RENAMING SECTION 2-58, CURRENTLY ENTITLED “COUNTY ADMINISTRATION” TO “COUNTY ADMINISTRATOR” AND AMENDING THE SECTION TO DEFINE THE ADMINISTRATIVE BRANCH OF COUNTY GOVERNMENT, TO CLARIFY AND EXPAND UPON THE QUALIFICATIONS FOR SELECTING AND REMOVING THE COUNTY ADMINISTRATOR; TO CLARIFY AND EXPAND UPON THE DUTIES AND RESPONSIBILITIES OF THE COUNTY ADMINISTRATOR;

RENUMBERING CURRENT SECTION 2-59, ENTITLED “COUNTY EMPLOYEES ACCEPTING SERVICE OF PROCESS ON BEHALF OF COUNTY OR OTHER EMPLOYEES PROHIBITED” AS SECTION 2-61, WITH THE SAME TITLE, AND INSERTING NEW LANGUAGE INTO SECTION 2-59, TO BE ENTITLED “ADMINISTRATIVE CODE”, WITH LANGUAGE THAT AUTHORIZES AND PROVIDES FOR THE ADOPTION OF A COUNTY ADMINISTRATIVE CODE WHICH SHALL SERVE AS A CENTRAL REPOSITORY OF BOARD APPROVED POLICIES FOR THE ADMINISTRATIVE BRANCH OF COUNTY GOVERNMENT;

RENUMBERING CURRENT SECTION 2-60, ENTITLED “NON-INTERFERENCE” AS SECTION 2-62, WITH THE SAME TITLE, AND INSERTING NEW LANGUAGE INTO SECTION 2-60 TO BE ENTITLED “ADMINISTRATIVE DIRECTIVES”, AND INSERTING NEW LANGUAGE INTO SECTION 2-60 THAT AUTHORIZES THE COUNTY ADMINISTRATOR TO ADOPT ADMINISTRATIVE DIRECTIVES PROVIDING DIRECTION TO STAFF ON

¹ Business impact statement must be posted on the county's website no later than the date the notice of proposed enactment is published.

HOW TO IMPLEMENT COUNTY POLICIES;

**RENUMBERING CURRENT SECTION 2-61, ENTITLED
“CRIMINAL BACKGROUND SCREENING FOR CERTAIN
SAFETY AND SECURITY CRITICAL POSITIONS”, AS
SECTION 2-63 WITH THE SAME TITLE;**

**AND PROVIDING FOR SEVERABILITY AND AN
EFFECTIVE DATE.**

The Proposed Ordinance **does** **does not fall under one of the following enumerated exceptions:**²

- The proposed ordinance is required for compliance with Federal or State law or regulation;
- The proposed ordinance relates to the issuance or refinancing of debt;
- The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the county government;
- The proposed ordinance is an emergency ordinance;
- The ordinance relates to procurement; or
- The proposed ordinance is enacted to implement the following:
 - a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
 - b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
 - c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
 - d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

Summary of Proposed Ordinance and Statement of Public Purpose to be Served: This ordinance codifies the County Administration Law of 1974 into the Monroe County Code. It incorporates and expands upon the statutory qualifications for the position of County Administrator as well as the County Administrator's powers and duties. The ordinance also authorizes a County Administrative Code, implementing Administrative Directives, and renumbers existing provisions of the Code without making substantive changes.

Estimate of Direct Economic Impact on Private/For Profit Businesses:

- a. Estimate of Direct Business Compliance Costs:
None.
- b. New Charges/Fees on Businesses Impacted:
No new changes/fees will be imposed by this ordinance.
- c. Estimate of Regulatory Costs:
No regulatory costs will be imposed by this ordinance.

Good Faith Estimate of Number of Businesses Likely Impacted: Businesses are not likely to be impacted by this ordinance.

Any Additional Information: This ordinance is designed to increase the transparency of County government.

² F.S. 125.66(3)(c)(2023)