

# **STAFF REPORT REGULAR MEETING**

**AGENDA DATE:** November 4, 2025

**DEPARTMENT:** Leisure Services

**TITLE:**

Fee Waiver Request – Lake Worth Beach Teacher Fundraiser

**SUMMARY:**

Jobita Crespo is requesting a full waiver of facility usage fees for the use of the Casino Ballroom to hold a fundraiser to honor a Teacher of Lake Worth Beach. Approval of any waiver of fees would result in loss of revenue to the City with expenditures still having to be covered.

**BACKGROUND AND JUSTIFICATION:**

The 2026 Fiscal Year Fee Schedule went into effect on October 1, 2025. All facility rental fees have been established for residents, non-profits, and non-residents. All requests for the waiving facility rentals fees must be approved by commission.

On October 20, 2025, Jobita Crespo submitted a Fee Waiver Request Form to the Leisure Services Department. She is requesting usage of the Casino Ballroom on Friday, November 14<sup>th</sup> from 3:30pm – 8:30pm

The Ballroom Rental fees are \$1,265 with an additional \$300 for use of the kitchen. The Tulip Insurance costs \$155.00, the refundable security deposit costs \$1,000, and total sales taxes are \$109.55. Total Contract is \$2,829.55 including the \$1,000 fully refundable security deposit.

**MOTION:**

Move to approve/disapprove a partial, full or no fee waiver for usage of the Casino Ballroom.

**ATTACHMENT(S):**

Fiscal Impact Analysis-See Fee Waiver Options  
Fee Waiver Request  
Facility Reservation Form

**FISCAL IMPACT ANALYSIS**

Fee Waiver Options:

| Fee Waiver Request |                        |                     |
|--------------------|------------------------|---------------------|
|                    | Option A               | Option B            |
|                    | Revenue without Waiver | Revenue with Waiver |
| Rental Fees        | \$1265                 | 0                   |
| Refundable Deposit | (1000)                 | 0                   |
| Tulip Insurance    | \$155                  | 0                   |
| Kitchen Use        | \$300                  | 0                   |
| Taxes              | \$109.55               | 0                   |
| Total Revenue      | \$1829.55              | \$0*                |

\*Anticipated deposit refund