



155 F Road Loxahatchee Groves, FL 33470

Agenda Item # 12

TO: Town Council of Town of Loxahatchee Groves
FROM: Francine L. Ramaglia, Town Manager
DATE: August 2, 2022
SUBJECT: Discussion of Proposed Fee Adjustment and/or Waiver Policy

Background:

Attached are proposed guidelines for adjustment and/or waiver of Town fees and/or charges which enables staff and the Town Manager to adjust and/or to waive certain fees and/or charges with adequate justification. The total amount of administratively approved adjustments and/or waivers meeting certain conditions would be limited to \$500 individually and \$2,000 in the aggregate per month. Any requested fee adjustments exceeding these amounts would be subject to Council approval. All adjustments and/or waivers would be reported to Council at least annually.

In addition to this proposed policy, there may be required ordinance changes as well as fee schedule modifications necessary.

Recommendations:

Council input and direction.