



Agenda Item Summary Sheet

Item No: **E-6**
Meeting Date: **February 5, 2020**

Item Title: Consideration of modifications to the Consolidated Fee Schedule

Item Summary:

The following modifications/housekeeping changes to the Consolidated Fee Schedule are requested for Board consideration at the February 5th Board of Commissioners meeting:

- Addition of late fee/penalty charges for Delinquent Taxes, Business License/Registration, and Water Rate billing if payment is not received by due date.
- Move *Short-term Rental Registration* from Administrative Services to Planning Miscellaneous Permit Fees

The affected pages to the Fee Schedule - with changes highlighted in red - are attached for your review.

Number of Attachments: 1

Specific Action Requested:

Request Board consideration of attached modifications to the Consolidated Fee Schedule.

Submitted By: Administrative Services

Date: January 29, 2020

Finance Officer Comment:

No new charges are imposed. The CFS mirrors the Town ordinance. This is helpful to staff and customers to have fee information in one consolidated and concise place for reference.

Signature: Amy Miller

Date: January 29, 2020

Town Attorney Comment:

N/A

Signature: John Leidy

Date: January 29, 2020

Town Manager Comment and/or Recommendation:

I concur with staff's request.

Signature: Cliff Ogburn

Date: January 29, 2020