

**To:** President and Members of the Munster Town Council

**From:** Patricia Abbott  
Controller

**Date:** September 4, 2025

**Re:** Sidewalk Program Assistance Request for Waiver

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At the October 16, 2023, meeting, the Council adopted Ordinance 1920 to provide financial relief from the costs of the 50/50 Sidewalk Replacement Program. Under the ordinance, homeowners with a household median income equal to or less than 40% of the most recent United States Census Bureau Household Median Income can have the sidewalk replacement fees waived. As of June 2024, the median income was listed as \$101,851.00 with 40% equaling \$40,740.40.

Staff received one request for a waiver under this policy. The homeowner completed the Request for Waiver of Costs form, presented the required income tax returns, and was found to have met the income threshold. The full cost of sidewalk replacement was \$2,653.75 with the homeowner portion being \$1,326.87.

**Recommendation:**

As part of the Consent Agenda, approve the adjustment of \$1,326.87 to the account in question.