



Town of Johnstown

TOWN COUNCIL AGENDA COMMUNICATIONS

AGENDA DATE: August 2, 2021

SUBJECT: Amending the Consolidated Town Fee Schedule

ACTION PROPOSED: Adopt Resolution 2021-25

ATTACHMENTS: 1. Resolution 2021-25
2. Town of Johnstown Fee Schedule – Exhibit A

PRESENTED BY: Mitzi McCoy, Finance Director

AGENDA ITEM DESCRIPTION:

The Town Consolidated Fee Schedule in its present form was adopted by the Town Council on December 7, 2020 in Resolution 2020-38.

The fee schedule is a comprehensive fee schedule that includes not only administrative fees, but also utility rates, permitting fees, business licenses, court surcharges, cemetery fees, etc. The fee schedule was created with the intent of: decreasing future costs for publishing ordinances, decreasing costs associated with revising the municipal code, creating a document that is easy for people to use and access, and creating a document that encourages an annual review of the fees that the Town is charging. Fines and penalties have not been included in this fee schedule due to the subjective nature of the fine structure.

While generally the fees included in the proposed fee schedule are unchanged, there are a few that have been changed or restructured. Those fees include the following:

Sec. 2-44 – General Fees.

Proposed changes to this section include a decrease in fee costs to print maps; an increase in park reservation fees to cover Public Works staff time when a park is rented; the addition of the fishing license fee as it was omitted from the current version; and the restructuring of titles and simplification of the damage deposits for the Johnstown Community Complex.

Sec 6-202 – Licenses Required.

A license fee for outdoor vendors was added.

Sec 7-62 - Persons Served by water taps to receive service....

Refuse collection costs were updated to rates that will cover the costs of trash service and recycling from Waste Connections. The standard 95-gallon tote residential rate increases from \$11.81 to \$14.50 for trash and recycling services. The smaller 65-gallon tote residential rate

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increases from \$8.68 to \$12.50 for trash and recycling services. There is a non-recycling option included for both tote sizes with a \$2.00 a month lower rate for customers who are not interested in the recycling service. Staff proposes that the proposed rate increases should be sufficient to cover contractual increases with the provider and should not need to be increased again until 2026. The proposed rates for this section of the fee schedule will not go into effect until September 1, 2021.

Sec. 13-53 – Sewer service charges.

This section includes proposed rate increases to meet the upcoming capital and debt service needs. Critical projects include the unfunded mandates to meet more stringent effluent requirements at the Waste Water Treatment Plants that discharge into the receiving streams in Town. Other key projects include the expansion of the Low Point Waste Water Treatment Plant, and the design and construction of the Central Waste Water Treatment Plant. The Town does not currently have any debt service; however, the Town is currently working to issue revenue bonds which will create a debt service obligation.

The proposed rate increases include a five-year span, from 2022 through 2027. The proposed increases include an annual 5% increase to both user and base rates for all sewer customer classes. Revenue from this rate increase should enable the Sewer Fund to successfully meet the 110% rate maintenance requirement specified in the upcoming bond issuance.

Rate changes in this section will not go into effect until January 1, 2022.

Sec. 13-54 - Sewer Tap Fees.

Fees for tap sizes larger than 3” were added to the tables to provide additional clarity to developers and customers interested in larger tap sizes. Also included are proposed changes for all sizes of sewer taps for the years 2022 through 2027. The proposed increase includes a 4.2% increase in 2022, followed by a 3% increase each year for the years 2023 through 2027. Again, the revenue from this rate increase should enable the Sewer Fund to successfully meet the 110% rate maintenance requirement specified in the upcoming bond issuance.

Rate changes in red in the box to the right of the existing rates will not go into effect until January 1, 2022.

Sec. 13-73(a) - Water Tap

Fees for tap sizes larger than 3” were added to the tables to provide additional clarity to developers and customers interested in larger tap sizes. Additional changes include proposed water tap rate increases to meet upcoming capital requirements in the Water Fund. Critical projects include water plant expansion, trunk line construction, GAC maintenance, and securing water shares. Proposed water tap fees include increases for the years 2022 through 2027. The proposed increase includes a 4.2% increase in 2022, followed by a 3% increase in years 2023 through 2027.

Rate changes in red in the box to the right of the existing rates will not go into effect until January 1, 2022.

Sec. 13-73(b) - Raw Water Development Fee

This section was segregated from the Water Tap section to provide greater clarity to users. Fees for larger tap sizes larger than 3” were added to the tables. Other changes include raw water development fees proposed increases for the years 2022 through 2027. The proposed rate increase includes a 4.2% increase in 2022, followed by a 3% increase in years 2023 through 2027.

Rate changes in red in the box to the right of the existing rates will not go into effect until January 1, 2022.

Sec. 13-77 - Water service charges.

The fees for water service charges (both base and usage) were added for tap sizes larger than 4”. This section also includes proposed rate increases in the amount of 3% annually to base and usage rates for all customer classes beginning in 2022 and extending to 2027. These increases are recommended based on the capital needs of the fund and to ensure going concern. Rate changes in red in the box to the right of the existing rates will not go into effect until January 1, 2022.

Sec. 13-78 - Bulk potable water for construction.

The proposed rate increases in this section include a 3% increase in bulk water charges each year for the next five years.

Rate changes in this section will not go into effect until January 1, 2022.

Sec. 17-230 - Fire and emergency service provider facilities development fee

The increase in this section has been requested by the fire department and is a pass thru fee.

Sec. 18-121 – Fees and Charges

A sentence doubling fees for any construction that begins before a building permit has been issued was added.

LEGAL ADVICE:

The resolution was prepared by the Town Attorney.

FINANCIAL ADVICE:

The updated fee schedule provides financial stability and sustainability in the enterprise funds.

RECOMMENDED ACTION:

Staff recommends approving Resolution 2021-25

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SUGGESTED MOTIONS:

For Approval

I move to approve Resolution 2021-25 Amending the Consolidated Town Fee Schedule.

For Denial

I move to deny Resolution 2021-25 Amending the Consolidated Town Fee Schedule.

Reviewed and Approved for Presentation,



Town Manager

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