



Town of Johnstown

TOWN COUNCIL AGENDA COMMUNICATIONS

AGENDA DATE: March 6, 2023

SUBJECT: Amending the Consolidated Town Fee Schedule

ACTION PROPOSED: Consider Approve the Revised Fee Schedule

ATTACHMENTS:

1. Resolution 2023-11
2. Town of Johnstown Fee Schedule – Exhibit A

PRESENTED BY: Devon McCarty, Finance Director

AGENDA ITEM DESCRIPTION:

The Town Consolidated Fee Schedule in its present form was adopted by the Town Council on February 7, 2022 in Resolution 2022-02.

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

The Council approved Resolution 2023-10 to amend CORA fees to be adjusted with State hourly charges on February 22, 2023. The CORA fee is updated to the current State hourly charge on the presented fee schedule. A note has been added to the Special Event Application fee for non-profit or other exceptions as noted in the code. No changes have been made to the amount.

Sec. 2-74 – Fines imposed by the Municipal Court

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Proposed changes to this section specify and clarify the various fees associated with the Municipal Court. The additions include: parking ticket surcharge, continuance fee, failure to appear, deferred judgment, deferred prosecution, show cause, warrant, default judgment, and court costs. The surcharges are simplified to be either a parking ticket surcharge or a citations surcharge.

Sec. 4-103 Lodging Tax

A late filing penalty has been added to the lodging tax. The actual lodging tax is unchanged.

Sec. 7-131 Licenses

The fee for spayed/neutered pets has a small increase. There is no change to the not spayed/neutered pets.

Sec. 11-25 Right of Way Permits

The Council is currently considering the Ordinance No. 2023-242, Amending Article III of Chapter 11 of the Johnstown Municipal Code concerning Right of Way Permit Fees. The recommendations included in the attached fee schedule are: application fee, permit extension, potholing, patching a residential roadway, and street cuts for both residential and collector or arterial roadways. Rate changes in this section will not go into effect until Ordinance No 2023-242 goes into effect.

Sec. 11-115 Cemetery fees

Terminology is updated to be consistent. There are no changes to the fees.

Sec. 18-121 Fees and Charges

The backflow preventer fee is now inline with other municipalities. A reinspection fee is added to cover the cost of staff time and expense.

LEGAL ADVICE:

The Town Attorney drafted the Resolution.

FINANCIAL ADVICE:

NA

RECOMMENDED ACTION: Approve Resolution 2023-11 to amend the Consolidated Town Fee Schedule.

SUGGESTED MOTIONS:

For Approval: I move to approve Resolution 2023.-11 amending the Consolidated Town Fee Schedule as presented.


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For Denial: I move to deny Resolution 2023.-11 amending the Consolidated Town Fee Schedule as presented.

Reviewed and Approved for Presentation,

A handwritten signature in blue ink, appearing to be 'WJL', is written above a horizontal line.

Town Manager

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