

ADOPTED
CITY OF BURLESON FEE SCHEDULE
FISCAL YEAR 2015-2016

FEE NAME

City Manager's Office

1. Solid Waste Collection Service application fee	\$75.00
2. Limousine Service Permit	\$25/Year
3. Annual License to operate any manufactured home park, mobile home park or travel trailer park within the City.	\$25.00, plus \$1.00 per space for all spaces in excess of 25.
4. Transfer fee for transfer of annual license to operate any manufactured home park, mobile home park or travel trailer park within the City.	\$25.00

City Secretary's Office

1. Amusement Center License	Occupation Tax- \$7.50/Machine Annually
2. Pool Hall License	Occupation Tax- \$7.50/Machine Annually
3. Taxicab Franchise	2% of Annual Gross Receipts
4. Taxicab Application Fee	\$50
5. Skating Rink Application	\$100 Annual License
6. Beer and Wine Permit	One half of fee assessed by TABC for each State permit issued
7. Mixed Beverage Permit (After third year of operations)	One half of fee assessed by TABC for each State permit issued

Records Management

PUBLIC RECORDS CHARGES

1. Paper Copies	
Standard-Size Paper Copy (Measures up to 8.5 X 14)	@10¢/PAGE
Non-Standard Size Paper Copy (Larger than 8.5 X 14)	@50¢/page
2. Computer Diskette	@\$1.00/each
3. Audio Cassette	@\$1.00/each
4. VHS Video Cassette	@\$2.50/each
5. Computer Magnetic Tape	@\$10.00/each
6. Personnel Charge	\$12 per hour
7. Overhead Charge	@ 20%of personnel charge
8. Microfiche/Microform	
Paper Copy	@10¢/page
Film Copy	actual cost
Document Retrieval	actual cost
9. Computer Resource	
PC or LAN	@50¢/minute
Client/Server	@\$1.00/minute
Midsized	@\$3.00/minute
Mainframe	@\$17.50/minute
Programming Time	Average Programming Cost
Miscellaneous Supplies	actual cost
Postage and Shipping	actual cost

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10. FAX
 Local @10¢/page
 Long Distance, Same Area Code @50¢/page
 Long Distance, Different Area Code @\$1.00/page

11. Other Costs Actual Cost

Municipal Court

Return Check Fee \$ 35

Information Technology

Library

1. Overdue Library Materials/Books/Audiobooks/ Music CDs/Magazines/E-book Readers (including all parts)/Library Kits/DVDs	\$.25/Item/Day Not to exceed the cost of overdue item	
2. Overdue Interlibrary Loan Materials	\$.25/Item/Day Not to exceed the cost of overdue item	
3. Replacement of Lost Materials/ Books/Audiobooks/Music CDs/ E-book Readers (including all parts)/ Library Kits	Cost or exact replacement + \$5 Processing Fee (patron can volunteer 1 hour for each dollar owed, with permission)	
4. Damaged Library materials/Books/Audiobooks/ Music CDs/E-book Readers/ Library Kits	Cost or exact replacement cost + processing fees	
5. Photocopying (Black & White)	\$.10/Page	
6. Use computer / typewriter / internet / wireless internet	No Charge	
7. Color Copies / Printing	\$.25/Page	
8. Library Cards for Residents / BISD teachers and students/ TexShare Cardholders	No Charge	
9. Non-Resident Fees (annually renewable)	\$25/ individual or \$50/ family	In lieu of fee, patron can volunteer
10. Senior Non-Resident Fee (age 62 and over) (annually renewable)	\$12.50/ individual	
11. Microfiche/Film Reader/Printer Copies	\$.10/Each	
12. Meeting Room Fees		
A. Usage Fees	<u>Resident / Non-Resident Cardholders / Non-Profit Groups (w/proof) / Civic Organizations</u>	<u>Non-Cardholders / Businesses / Other For Profit Groups</u>
1. Small conference room	No Charge	\$25 minimum (1st 2 hours) + \$10 each addl. hour
2. Large conference room	No Charge	\$50 minimum (1st 2 hours) + \$25 each addl. hour
13. Print from Internet	\$.10 per page	
14. FAX Local (to single fax number)	\$1.00 first page + \$.25 each addl. page	
Long distance (to single fax number)	\$3.00 first page + \$.25 each addl. page	
Each new fax number would be a new charge.		
15. Proctoring Fee	\$10/exam	
16. Earbuds	\$2/set	

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17. 3D Printing \$.10/gram, \$1.00 minimum

Finance

1. Data Processing Services \$25/hr or
 Request \$.42/Min

2. Return Check Fee \$ 35

Police

1. Copy Services for Accident Reports \$6.00
 or information or copy of certification
 of no report.

2. Additional Fee for Certified Copies \$2.00

3. License for Sexually Oriented
 Businesses

- A. New license \$500
- B. License renewal \$500
- C. Non-conforming license \$500
- D. Reinstatement fee \$500
- E. Application for location exemption \$250

4. Alarm System Fees

- A. Residential Permit Fee \$50 prorated quarterly
- B. Commercial Permit Fee \$100 prorated quarterly
- C. Residential Permit Renewal \$50 annually
- D. Commercial Permit Renewal \$100 annually
- E. Residential Permit Reinstatement \$50
- F. Commercial Permit Reinstatement \$100

G. False Alarm Response Fee

- 1-3 \$ 0
- 4-5 \$ 50
- 6-7 \$ 75
- 8-9 \$100
- 10 \$100 and Police response revoked

5. Solicitor

Permits/Registrations

A. Local - 1 year \$75 + \$10 Per
 Agent for More
 Than 5 Agents

B. Interstate Commerce
 Registration

- 1. 90 Days 0
- 2. 6 Months 0
- 3. 1 Year 0

6. Wrecker Inspections \$25 Each

7. Application fee for taxicab driver
 registration \$1.00

8. Taxicab Inspections \$25 Each

9. Fingerprinting for the Public \$10/per card

10. Criminal History Checks \$8

Fire

1. Hazardous Materials Response Cost + 10%

2. CPR Training Class Overtime for Instructor

3. Fire Fighter Training Courses

- Fire Officer 1 \$250.00 per student
- Fire Officer 2 \$250.00 per student
- Instructor Certification \$150.00 per student
- Driver/Operator \$150.00 per student

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Fire Prevention

1. Fire Alarm System	
A. 1 to 10 Devices	\$125
B. 11 to 25 Devices	\$150
C. 26 to 50 Devices	\$175
D. 51 to 100 Devices	\$225
E. 101 to 200 Devices	\$300
F. 201 to 500 Devices	\$450
G. Over 500 Devices	\$450 plus \$75 for each additional 100 devices or fraction thereof in excess of 25.
H. Plan review fee for all fire alarm systems	25% of permit fee
2. Automatic Sprinkler System Fees	
A. Underground Installation	\$165
B. 1 to 20 Sprinklers	\$125
C. 21 to 100 Sprinklers	\$200
D. 101 to 150 Sprinklers	\$250
E. 151 to 200 Sprinklers	\$300
F. Over 200 Sprinklers	\$300 plus \$75 for each additional 100 sprinklers or fraction thereof.
G. Fire Pump - Additional:	\$300
H. Residential Systems	\$150
I. Plan review fee for all automatic sprinkler systems	25% of permit fee
3. Other Extinguishing System:	\$150
4. Underground Storage Tanks Installation/Removal, Combustible/Flammable Liquid	\$125 per tank
5. Pyrotechnic Display	\$150 per display per day
6. LPG Installation - portable containers of greater than 125 gallons water capacity at properties where natural gas service is not available	\$125 per container
7. Above Ground Storage Tanks Installation/Removal, Combustible/Flammable Liquid	\$125 per tank
8. Authorized Burning Permit	\$250 per trench/pit, plus \$25 each burn day
9. Carnival/Circus Permit	\$50
10. Foster Home Inspections	\$35
11. Daycare/Health Facilities Licensing Inspections	\$75
12. Other Permits required by Fire Code	\$50
13. Re-inspections Fees	\$45
14. Registration of firms selling and/or servicing hand fire extinguishers, "Vent-a-Hood" fire extinguisher systems, and fire sprinklers within the City	\$50 annually
15. Installation of Special Locking Systems	\$250
16. Gate Installation Permit (Required for gates across private streets or electric gates across fire lanes.	\$50
17. Standpipe Systems	\$50 each standpipe

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18. Tent Permit \$100

Animal Control

	<u>Altered</u>	<u>Unaltered</u>
1. Offense Fees		
(Impoundment)		
A. First Offense	\$30	\$45
B. Second Offense	\$45	\$60
C. Third Offense	\$60	\$75
2. Small Animal Boarding Fee	\$10/Day	
3. Livestock Impounding Fee	\$75	
4. Livestock Boarding Fee	\$10/Day	
5. Adoption Fee	\$20/Animal	
6. Adoption Spay/Neuter Fee	\$75	
7. Immunization Fee		
A. Distemper, Parvo and Bordetella	\$20	
B. Rabies	\$10	
8. Quarantine Fee	\$10/day	
9. Responsible Pet Owner Class	\$35	
10. Microchip Fee	\$15	
11. Multi-Pet Permit		
Application Fee	\$ 5	
Permit Fee (annually)	\$25	
12. Kennel Permit		
Application Fee	\$ 5	
Permit Fee (annually)	\$100	
13. Dangerous Animal Registration Fee (annually)	\$250	

Building and Code Enforcement

1. Fees for new structural occupancy (Single family dwelling, duplex, townhouse)	\$0.45/ft. all area under one roof.
2. Fees for new Commercial (Except apartment and shell buildings)	
A. 500 SQ. FT. OR LESS	\$480
B. 501 - 1,000	\$840
C. 1,001 - 2,500	\$1640
D. 2,501 - 8,500	\$50 + .64/sq. ft
E. 8,501 - 50,000	\$3,450 + .24/sq.ft.
F. 50,001 - 100,000	\$9,450 + .12/sq.ft.
G. 100,001-500,000 SQ. FT.	\$13,450 + .08/sq.ft.
H. 500,001 or more SQ. FT.	\$33,450 + .04/sq.ft.
3. Fees for Shell Buildings	
A. Completion of Structure	1/2 the rates in "2" Above
B. Interior completion	1/2 the rates in "2" Above
4. Fees for new Apartment Only	
A. 50,000 or less SQ. FT.	\$.32/sq. ft
B. 50,001 - 100,000	\$4,000 + .24/sq.ft.
C. 100,001 - 200,000	\$12,000 + .16/sq.ft.
D. 201,000 or more SQ. FT.	\$20,000 + .12/sq.ft.

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5. Fees for permits involving one trade only
based on value of proposed work

A. \$2,500 or less	\$50
B. \$2,501 - \$10,000	\$70
C. \$10,001 and over	\$75 Plus
\$2,500 increments	\$10/Increment

6. Fees for alteration repairs, additions and remodeling to existing structures. New construction for garage, barns & storage buildings over 200 sq. ft. (more than one trade)

A. \$500 OR LESS	\$70
B. \$501 - 2,500	\$75
C. \$2,501 - 5,000	\$80
D. \$5,001 - 7,500	\$85
E. \$7,501 - 10,000	\$90
F. \$10,001 and over	\$90 Plus
\$2,500 increments	\$10/Increment

7. Certificate of Occupancy (Commercial remodel, new tenant, & tenant finish out)

A. 1-500 SQ. FT.	\$50
B. 501 - 2,500 SQ. FT.	\$60
C. 2,501 - 5,000 SQ. FT.	\$80
D. 5,000 - 10,000 SQ. FT.	\$100
E. 10,000 or more	\$150
F. Clean & show (Commercial Electric Release)	\$50

8. Other Fees

A. First Reinspection after initial red tag	\$50
B. Successive Turn down on same item	\$100

9. Miscellaneous Permits

A. Swimming Pool	
1. In-Ground	\$200
2. Above Ground	\$ 50
B. Other - Includes:	\$25
Storage Buildings (Less than 200 sq. ft.)	\$25
Moving Permit	\$25
Carport/Awning	\$25
Fence (New & Replace)	\$25
Retaining Wall	\$25
Window Replacement	\$25
Foundation (New)	\$75
Demolition Permits	\$25 for residential / \$100 for commercial
Patio Cover	\$50
Freestanding Structure (i.e. Pergola, Gazebo, Arbor)	\$50
Subdivision Entry Wall Screen	\$150
C. Lawn Sprinkler	\$200
D. Signs	
Freestanding Sign	\$100
Pole / Pylon / Monument / Flag Sign	
Wall Sign without CMS	\$50
Awning / Canopy / Channel Letters / Marquee / Mural	
Poster / Projection / Roof Sign / Sign Cabinet	
Wall Sign with CMS	\$100
Awning / Canopy / Channel Letters / Marquee / Mural	
Poster / Projection / Roof Sign / Sign Cabinet	
CMS added to existing Wall or Freestanding Sign	\$100
Shopping Center Sign Plan	\$250
Temporary Signs	
Banners / Homebuilder / Residential Subdivision Dev.	\$25
Sign Variance	\$250
Billboard Conversion	\$200
Static type to Electronic	

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E. Subdivision Entry Wall Screen	\$150
10. After Hours Inspection	\$60 per hour (2 hour minimum)
11. Commercial Plan Review (New Only)	30% of Building Permit Fee - \$250 minimum \$5,000 maximum (non-refundable)
12. Appeals to Advisory Boards	\$150
13. Electrician's License	
A. Master	
1. First Annual	\$100
2. Renewal	\$50
B. Journeyman	
1. First Annual	\$25
2. Renewal	\$15
C. Sub-Contractor Base Permit Fee	\$30
14. Mechanical License	
A. Mechanical	
1. First Annual	\$100
2. Renewal	\$50
B. Sub-Contractor Base Permit Fee	\$30
15. Plumbing Contractor's Registration	
1. First Annual	\$0
2. Renewal	\$0
3. Sub-Contractor Base Permit Fee	\$30
16. Temporary Use	
A. Special Events	\$50
B. Seasonal Use	\$50
C. Temporary Outdoor Sales	\$50
D. Stationary Food Vendors	\$50
E. Carnival & Circus	\$50
17. Park land Dedication-Cash in lieu of land	\$300/Unit
18. Park Development Fee	\$300/Unit
19. Administrative Cost to File Liens for Cost of Mowing and Nuisance Abatement	\$120
20. Emergency Warning System Cost	\$25/acre
21. Weed mowing and nuisance abatement notification fee	\$50
22. Administrative fee (Applied when changes are made to previously reviewed and/or permitted projects for residential or commercial -- i.e. revised site plan, floor plan, etc.)	\$25
23. Modular buildings/construction trailers (Uilities require separate permit - see #5 - one trade only permits)	\$50

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24. Commercial Canopy/Cover	1/4 cost of Commercial
A. 500 sq. ft. or less	\$120
B. 501-1,000	\$210
C. 1,001-2,500	\$410
D. 2,501-8500	\$12.50 + .16/sq. ft.
E. 8,501-50,000	\$862.50 + .06/sq. ft.
F. 50,001-100,000	\$2,362.50 + .03/sq. ft.
G. 100,001-500,000	\$3,362.50 + .02/sq. ft.
H. 500,001 or more sq. ft.	\$8,362.50 + .01/sq. ft.

Planning and Engineering

Planning

1. Preliminary Plat	
A. Residential	\$500 + \$10/lot
B. Non-residential	\$500 + \$15 per acre
2. Final Plat	
A. Residential	\$500 + \$10/lot
B. Non-residential	\$500 + \$15 per acre
3. Plat Revision	
A. Re-plat	\$500 + \$10/lot
B. Amending Plat	\$350
4. Plat Vacation/Short Form	\$300
5. Zoning Change/Specific Use Permit	
A. Less than 3 acres	\$500
B. 3.1 - 10 acres	\$750
C. 11 -29 acres	\$1,000
D. 30+ acres	\$1200 + \$10/acre over 30 (max. \$2,500)
6. Planned Development/Permit	\$800 + \$5 per acre
7. Zoning Variance Request	\$250
8. Preprinted Zoning Ordinances	\$10
9. Pre-Printed Subdivision Policies	\$10
10. Comprehensive Plan	\$25
11. Comprehensive Plan Summary	\$5
12. Interpretation request for new or unlisted uses in zoning ordinance (City refunds \$350 if no ordinance amendment is necessary)	\$500
13. Community Facility Policy Waiver	\$200
14. Request for waiver to landscape requirements	\$250
15. Request for waiver to Masonry Ordinance requirements (new construction only)	\$250
16. Request for waiver from any Subdivision Ordinance	\$250
17. Oil and Gas Well Permit	\$5,000 per wellhead
18. Road Damage Remediation Fee	Assessment per lane mile x Access lane miles per site x OCI (Overall Condition Indicator)

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19. Gas Well Pad Site Annual Inspection Fee	\$5000 per pad site (due June 1 annually)
20. Waiver or modification to the Old Town Design Standard (new construction only)	\$250
21. Legal Filing Fees	\$50/small plat for first sheet \$80/large plat for first sheet \$25 each additional sheet
22. Shopping Center Sign Package Review Fee	\$250
23. Commercial Site Plan (CSP) fee	\$400
Variance fee related to CSP	\$0
24. Zoning Verification Letter fee	\$25

Engineering

1. Driveway Approach	
A. Permit	\$25
B. First Reinspection	\$30
C. Subsequent Reinspections	\$60
2. Blue-line Printing	\$.60/SQ. FT.
3. Mylar Film Reproduction	\$1.20/SQ. FT.
4. Developers Contract Fee	4% Of Value of Contract
5. Closing Abandoning of Right-of-Way	\$550
Easement	\$250
6. Sign Installation	\$250 per sign
7. Plan Review (In Excess of 2 Reviews)	\$200
8. Water/Wastewater Master Plan	\$75
9. Digital Maps	\$500/Set or \$100/CD
10. Expedited Utility Plan Review	\$250
11. Printed Maps (based on \$0.60 per square foot)	
8 1/2 x 11	\$0.40
11 x 17	\$0.80
17 x 22	\$1.50
22 x 34	\$3.10
34 x 44	\$6.25
12. Plat Copies	
Full Size	\$3.60
Half Size	\$1.80
13. Easement/Right of Way Use Agreement	\$125
14. Traffic Study Fee	\$500
15. Flood Study Reviews	\$1 per foot of reach length \$500 minimum
16. Amending Plat Review	\$300
17. Overtime Inspection Fee	\$45 per hour

Environmental Health

1. Food Safety Inspection Fees	
A. Grocery	
≤ 5,000 sq. ft.	\$275
> 5,000 sq. ft.	\$400

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B. Food Service	
≤ 500 sq. ft.	\$150
> 500 ≤ 1,500 sq. ft.	\$200
> 1,500 ≤ 3,000 sq. ft.	\$275
> 3,000 ≤ 6,000 sq. ft.	\$350
> 6,000 sq. ft.	\$400
C. Child Care Food Service	\$150
D. Catering Operation	\$250
E. Temporary Food Service	\$50
F. Food Court	\$200 per establishment
G. Adjunct Operation	
Food Service	\$150 per independent operation
Food Store ≤ 5,000 sq. ft.	\$150 per independent operation
Food Store > 5,000 sq. ft.	\$200 per independent operation
H. Commissary	
No food prep	\$100
With food prep	\$200
I. Mobile Units	
Prepackaged food only	\$100
Open and/or food prep	\$200
Push Carts	\$200
J. Plan Review	
≤ 500 sq. ft.	\$0
>500 ≤ 3,000 sq. ft.	\$50
>3,000 sq. ft.	\$100

K. Late Fee
From 1-30 days 10% of fee owed
From 31-60 days 20% of fee owed
The late fee increases 10% for each 30 day block until permit fee and late fee is paid.
Permits that are more than 90 days overdue will be required to be re-applied for.

DETERMINED BY
TARRANT COUNTY

2. On-site sewage facility fees

A. New System	
Application Fee	\$ 0
Water research fee	\$ 10
Permit Fee	\$250
Total for new system	\$260

B. Reinspection of system \$75

C. Repair of system previously permitted \$100

4. Beer and Wine Permit One half the state fee assessed for each State permit issued

5. Mixed Beverage Permit (After third year of operations) One half the state fee assessed for each State permit issued

6. Municipal Settings Designation	
Application Fee	\$2,000
Third-party environmental review fee	\$5,000

7. Miscellaneous Permits

A. Swimming Pool, Spa & Interactive Water Feature	
1. Plan Review and Opening Inspection	\$150
2. Annual Permit	\$250
3. Required Reinspection	\$75

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Water and Wastewater

Tap Fees

1. 5/8" Meter Set	\$280
2. 5/8" Meter, dig out, U Branch	\$399
3. 5/8" Tap, Meter and Box in easement (pavement work : Get quote from Public Works)	\$1,370
4. 1" Meter Set	\$368
5. 1" Water Tap, Meter and Box in easement	\$1,446
6. 1 1/2" Meter Set	\$555
7. 1 1/2" Tap, Meter and Box (positive displacement meter in easement, pavement work: Get quote from Public Works)	\$2,232
8. 1 1/2" Tap, Meter and Box (turbine meter in easement, pavement work: Get quote from Public Works)	\$2,566
9. 1 1/2" Meter (positive disp.)	\$558
10. 1 1/2" Meter (turbine)	\$752
11. 2" Meter (positive disp.)	\$715
12. 2" Meter (turbine)	\$812
13. 2" Meter (compound)	\$1,630
14. 2" Tap, Meter and Box (Positive displacement meter in easement, pavement work: Get quote from Public Works)	\$2,516
15. 2" Tap, Meter and Box (turbine meter in easement, pavement work: Get quote from Public Works)	\$2,579
16. 2" Tap, Meter and Box (compound meter in easement, pavement work: Get quote from Public Works)	\$3,398
17. 3" Tap, Meter and Box	To be determined by
18. 4" Tap, Meter and Box	Utilities Supervisor
19. 4" Sewer Tap in Pavement	\$866
20. 4" Sewer Tap in Easement	\$472
21. Relocate 5/8" Meter (12 ft. or less in easement, pavement work: Get quote from Public Works)	\$201
22. Relocate 5/8" Meter (more than 12 ft.) easement, pavement work: Get quote from Public Works)	Get quote from Public Works \$215
24. Relocate 1" Meter (more than 12 ft.)	Get quote from Public Works
25. Pull Meter	\$10
26. Double Meter Box	\$28
27. 2" and 1 1/2" Meter Box	\$197

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28. 2" + Meter Box	\$117
29. Pavement Cut / Replacement	To be determined by Utilities Supervisor
30. Automatic Flush Valve	\$1,000
31. Water and Wastewater Impact Fees - Burleson charges both City of Burleson and City of Fort Worth Impact Fees	Refer to Current Impact Fee Ordinance for Current Fees

Utility Billing

Security Deposits

1. Minimum Residential	\$135
2. Commercial	
A. Minimum for 3/4" Meter	\$ 135
B. Minimum for 1 1/2" Meter	\$ 160
C. Minimum for 2" Meter	\$ 185
D. Minimum for 3" Meter	\$ 210
E. Minimum for 4" Meter or Larger	\$ 260

3. Security Deposit for Fire Hydrant Meters	\$ 1,800
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Penalty Amount for Late Bills 10% Excluding Tax

Return Check Fee \$ 35

Extension Fee \$ 5

Reconnect Fee \$ 35

 Reconnect Fee After 5:00 PM
 and on weekends and Holidays \$ 50

Extra Trip Fee \$15

Meter Test Fee

1. For 3/4" or 1" Meter	\$ 30
2. For 1 1/2" Meter and Larger	\$ 125

Temporary Service Fee \$ 30
(2 day limit and 2,000 gallons)

Transfer Fee \$ 15
Construction Meter Non-Read Fee \$ 100

After Hours Turn-on Fee \$ 50

Initiation Fee (in addition to deposit) \$ 10

Tampering Fee

First Occurrence	\$ 50
Second Occurrence	\$ 100
Third Occurrence	\$ 150

Pull Meter Fee \$ 30

**Fees for the Burleson Recreation Center
(BRiCk)**

1. Definitions:

Adult: Ages 16-61

Corporate: Membership available to a participating business that is either (a) located in Burleson OR (b) who employs residents of Burleson. A participating business must purchase a minimum of 4 annual memberships, the total cost of which is paid in a single annual payment from the corporation upon submittal and approval of the roster of employees.

Deposits: A deposit is required on facility rentals, along with the completion of the Burleson Parks and Recreation facility reservation contract and payment. The deposit will be refunded if the area used has

EFT: Electronic Funds Transfer via Automated Clearing House transfer to the City of Burleson or its designated financial institution commonly referred to as a "bank draft" and specifically excluding credit card transactions.

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Family: As defined by the City's zoning ordinance provided said individuals consist of no more than two (2) persons who do not meet the definition of a dependent child or dependent relative as defined by the Internal Revenue Service. Prospective members may be asked to present their most recent Income Tax Return to validate dependent status.

Insufficient Funds Fee: A fee of \$35 will be charged for insufficient funds and failed EFT payments.

Membership: May be purchased annually, monthly or daily for a youth, adult, senior, family or large group (daily only); provides access to all facilities and amenities at the BRiCK including outdoor pool. Excludes rentals, reservations, and instructional classes for which a fee is charged.

Military: Person who is active in any branch of the U.S. military (including active members of the United States Coast Guard, National Guard and Reservists). Must present an Active Military ID card.

Non-Resident: Any individual or family not living within the defined city limits of Burleson.

Resident: Person who resides within the city limits of Burleson

Senior: Ages 62 and older

Youth: Ages 3-15 (children under 3 years of age are free)

Children below 10 years of age must be accompanied by an adult at all times.

1. Fitness Area/2nd floor cardio:

- o No children under 13 allowed in fitness area or walk/jog track with the exception of specified periods of family track time
- o Children over the age of 13 may attend a fitness orientation class to be allowed future access to the fitness area without
- o Family fitness room available at all times to children ages 6 – 12. Recommended ratio of 1 adult per child

2. Flexibility: The recreation fees established in this schedule are the maximum allowable as set by the City Council. The Director of Parks and Recreation has the authority to establish fees for items or services not provided for in this schedule and to adjust the fees contained in this schedule in order to take advantage of market opportunities which maximize membership, revenue and recreational opportunities for citizens. In no case will the Director increase fees above the maximum amounts contained in this schedule.

3. Annual Guest Membership paid in full, in advance

	Resident	Corporate	Non-Resident	Military
Youth	\$210	N/A	\$284	\$168
Adult	\$294	\$260	\$397	\$235
Senior	\$252	\$226	\$340	N/A
Family*	\$454	\$404	\$612	\$363

4. Annual Guest Membership paid monthly via EFT (1 year contract)

	Resident	Non-Resident	Military
Youth	\$243 (\$20.25/mo.)	\$328 (\$27.33/mo.)	\$194 (\$16.17/mo.)
Adult	\$342 (\$28.50/mo.)	\$462 (\$38.50/mo.)	\$274 (\$22.83/mo.)
Senior	\$297 (\$24.75/mo.)	\$401 (\$33.42/mo.)	N/A
Family*	\$531 (\$44.25/mo.)	\$717 (\$59.75/mo.)	\$425 (\$35.42/mo.)

5. Monthly Guest Membership

	Resident	Non-Resident	Military
Youth	\$27	\$37	\$21
Adult	\$38	\$51	\$30
Senior	\$33	\$45	N/A
Family*	\$59	\$80	\$47

* Family membership include access to KidZone

6. Daily Guest Membership

	All	Military
Individual	\$8	\$6
Family	\$20	\$15
Guests of 15+	\$6 each	\$4 each

7. Fees in Addition to Membership: The following are available to members at an additional cost (not included in the membership fees), subject to rules established by the Director:

A. Indoor Aquatics / Party Rooms: All rental rates are based on hourly rates with a minimum 2 hour rental.

	Deposit	Resident / Member	Non- Resident
1-25 attendees/guests	\$75	\$50/hr	\$81/hr
26-50 attendees/guests	\$75	\$95/hr	\$142/hr
Private party without slide - Max 485 buests	\$75	\$195/hr	\$219/hr
Private party with slide - Max 485 guests	\$75	\$215/hr	\$239/hr

* Rentals and private parties include the use of party room(s) and entire indoor aquatics area

* Private party fees include the cost of after-hours lifeguards

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B. Meeting Room Rentals: *All rental rates are based on hourly rates with a minimum 2 hour rental.*

	Deposit*	Resident / Member	Non-Resident
1,400 square feet	\$100	\$45/hr	\$61/hr
2,800 square feet	\$150	\$80/hr	\$108/hr

* The Damage Deposit will be refundable provided the usage contract terms are met. Refund is subject to any remaining balance due on household.

**After Hours Fee - \$15/hr. per customer service attendant in addition to rental fees listed above.

C. Gymnasium Rentals:

	Deposit*	Resident/Member	Non-Resident
Half Court	\$50	\$25/hr	\$46/hr
Full Court	\$50	\$35/hr	\$61/hr
Two Full Courts	\$50	\$65/hr	\$108/hr

* The Damage Deposit will be refundable provided the usage contract terms are met. Refund is subject to any remaining balance due

**After Hours Fee - \$15/hr. per customer service attendant in addition to rental fees listed above.

D. Kids Zone:

All Family memberships excluding Daily Guests: No Additional Cost.

Daily Guests: \$2/hour/child

General Policies (not limited to the following):

- Ages 6 months through 12 years of age
- Parents/guardians must be on premises
- Maximum 2 hours
- Late fees will be charged for failure to pick up on time

8. Outdoor Swimming Pool:

A. Daily Passes

	All
Youth (Age 3-15)	\$3
Adult (Age 16-61)	\$4

B. Outdoor Pool Rental/Private Parties: *All rentals are based on hourly rates with a minimum of two hour rental.*

	Deposit*	Resident/Member	Non-Resident
0-49 attendees/guests	\$75	\$65/hr	\$75/hr
50-149 attendees/guests	\$75	\$75/hr	\$85/hr

* Rentals and private parties include the use of the outdoor pool only

* Private party fees include the cost of afterhours lifeguards

* The Damage Deposit will be refundable provided the usage contract terms are met. Refund is subject to any remaining balance due on household.

9. Cancellations/Refunds/Transfers/Medical Policy:

A. Membership Cancellations/Refunds:

· **Annual:** All Annual Pass and EFT membership holders have 30 days from the date of purchase of the Annual Pass or EFT membership to request a refund. An amount equal to one month's membership, at the current monthly membership rate, plus a \$20.00 service fee will be retained for cancellation within the 30 day Opt Out period. The remaining balance of original payment (if made in full) will be refunded.

· **Annual via monthly Electronic Funds Transfer (EFT):** Individuals choosing the Annual Pass paid via Electronic Funds Transfer monthly payment option are classified as an annual pass holder and after 30 days are responsible for the payment of the remainder of the membership which becomes a one year contract.

· **Annual Corporate Membership Passes – Refund Policy**

Annual Corporate Membership Passes are non-refundable. The membership may be transferred to another employee of the corporation for the remainder of the membership period.

B. Rental Cancellations/Refunds:

- Rentals canceled 30 calendar days or more prior to booking will receive 100% of the deposit.
- Rentals canceled 29-15 calendar days prior to booking will receive 50 % deposit.
- Rentals cancelled 14 calendar days or less prior to the event date will forfeit all deposits.
- Sports rental cancellations may be subject to an administrative fee not to exceed \$50.00.

· User shall not collect fees in the Recreation Center or the area surrounding the facility unless approval has been granted in writing by an authorized representative of Parks and Recreation. All reservations where monies are collected are subject to approval by the Parks and Recreation Department. **The City of Burleson will receive 15% of total collections (admissions, concessions, etc.) or \$50.00, whichever is greater.** This will be in addition to all applicable reservation fees.

C. Transfers:

· **Annual Memberships :** Annual memberships may be transferred to another user. Any differences in fees between membership categories or residency status are required to be paid by the user and refunds are not available. There is an additional fee of \$20.00 required for the transfer.

· **Annual Corporate Membership:** A corporation may transfer a pass to another employee of the corporation. Any differences in fees between membership categories or residency status are required to be paid by the user and refunds are not available.

D. Medical Suspension: Should a medical condition arise which prevents a member from utilizing the BRiCK, members may "suspend" their annual pass with a one time fee of \$20.00 and a doctor's statement requiring the suspension. The membership may resume once the member's physician has cleared the member to resume activity. Suspension of a Family membership will suspend usage rights for the entire family for up to but not exceeding one year.

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FEE NAME

10. City Ball Fields

A. Unreserved	No Charge	No Charge
B. Organized League Athletics	City Leagues, PeeWee Football, and BYA are allowed to use fields for organized game play	
C. Ball Field Reservations		
1. Reservations/Field		
a. City League Participants Burleson Youth organization	\$10/hr	
b. Non City League Participants	\$15/hr	
c. City of Burleson Residents	\$10/hr	
d. Non-Residents of Burleson	\$15/hr	
D. Tournament Fees - For Profit Organizations		
Chisenhall Fields	\$1950/day	
Hidden Creek Sports Complex	\$450/day	
One Time Team Fees	\$100/team	
E. Tournament Fees - Not For Profit Organizations - 501c3 required		
Chisenhall Fields	\$1950/Saturday-Sunday	
Hidden Creek Sports Complex	\$450/Saturday-Sunday	
No Team Fee Required.		

Warren, Chisenhall and Mistletoe

Park Facilities

1. Pavillion	Resident	Non- Resident
a. Full Shelter	\$10/HR	\$15/HR.
2. Tennis Courts -	Resident	Non- Resident
a. Tournament Reservations	\$10/HR.	\$15/HR.
3. Stage Rental Fees - All fees are based on a 4 hour stage rental		
A. For Profit Organizations		
Extra Speakers	\$3,300	
Additional Hours	\$450	
Deposit	\$500/hour	
Mileage greater than 5 miles	\$1,000	
	\$20/mile	
B. Not For Profit Organizations- 501c3 required		
Extra Speakers	\$1,650	
Additional Hours	\$450	
Deposit	\$250/hour	
Mileage greater than 5 miles	\$1,000	
	\$20/mile	

All Recreation fees listed are maximum fees to be charged. Recreation management has authority to adjust fees and run seasonal specials as needed to maximize play. In the event of a question or conflict, the City Council shall provide the final resolution.

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Fees for Russell Farm: All rental rates are based on hourly rates with a minimum 2 hour rental

- 1. Building Rental
 - A. Chesapeake Building 1800 sq. ft. (max occupancy:145) \$40.00 per hour
 - B. Baker Building 500 Sqft. (Max occupancy: 50) \$30.00 per hour
 - C. Hay Barn/Outdoor Pavilion 1110 sq. ft.(Max occupancy: 100) \$25.00 per hour

Fee includes 35 chairs. Additional chairs: \$2.00 per chair.
*After Hours Fee - \$17/hr per customer service attendant in addition to rental fees listed above

2. Wedding Ceremony and Reception Packages

- All packages include:
- Separate ceremony and reception area.
 - Exclusive use of the manicured 4 acre landscape venue for 8 hours. (Time includes setup and tear down.).
 - Choice of unique outdoor pavilion/ outdoor or indoor areas for ceremony and reception
 - Unlimited access for portraits of grounds and amenities.
 - Wedding coordinator/planner.
 - Chairs, tables and table cloth.
 - Large on-property bridal suite with restrooms and kitchen area.
 - Complete setup and tear down of included items.

50 guests or less:	\$	1,405
51 – 100 guests:	\$	1,675
101 – 200 guests:	\$	2,185 Does not include tent.
151 – 200 guests: *	\$	3,735

* 150+ guests: Wedding/Reception tent provided.

These are basic wedding packages. Special combinations of facilities and events can be arranged at the farm. Park and Recreation Management reserves the right to develop pricing packages to address the patron's needs.

3. Wedding Ceremony Only

All packages include:

- Ceremony Area.
- Exclusive use of the manicured 4 acre landscape venue for 4 hours. (1 hour ceremony and 3 hours set up time.)
- Unlimited access for portraits of grounds and amenities*.
- Choice of unique outdoor pavilion/ outdoor or indoor areas for ceremony.
- Wedding coordinator/planner.
- Chairs for ceremony.
- Large on-property bridal suite with restrooms.
- Complete setup and tear down of facility

50 guests or less:	\$	735
51 – 100 guests:	\$	835
101 – 200 guests:	\$	1,035
151 – 200 guests: *	\$	2,235

* Wedding Tent provided.

These are basic wedding packages. Special combinations of facilities and events can be arranged at the farm. Park and Recreation Management reserves the right to develop pricing packages to address the patron's needs.

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FEE NAME

4. Reservation and Refund Policies

- All reservations must be made at Russell Farm with the Facility Supervisor.
- All refund/refund fees are paid at the Burleson Recreation Center.
- All reservations must be paid in full 48 hours prior to rental.
- Rental Deposit Fee: \$100.00 per building reserved.
- Cleaning Fee: \$40.00 per room/building used.

-A deposit is required on facility rentals along with the completion of the Russell Farm Reservation contract. The deposit will be refunded if the area used has been left in good order and if all conditions of the Russell Farms rental/refund policies are met. Refund of damage deposit is subject to any remaining balance due on household.

5. Rental Cancellation Refunds:

- Rentals cancelled 30 calendar days or more prior to booking will receive 100% of the deposit.
- Rentals cancelled 29 - 15 calendar days or more prior to booking will receive 50% of the deposit.
- Rentals cancelled 14 calendar days or less prior to booking will receive 50% of the deposit.

-User shall not collect fees at the Russell Farm unless approval has been granted in writing by an authorized representative of the City's Park and Recreation Department. All reservations where monies are collected are subject to approval by the Park and Recreation Department. **The City of Burleson will receive 15% of total collections (admission, concession etc.) or \$50.00 whichever is greater.** This fee is in addition to all applicable reservation fees.

All Russell Farm Fees listed are the maximum fees to be charged. Park and Recreation Management have the authority to adjust fees and run season specials. In the event of a conflict, the City Council shall provide the final resolution.

Golf Course

Green Fees*

WEEKEND is defined as Friday, Saturday Sunday and holidays.

Monday through Friday

Weekday Morning	\$40.00
Weekday Mid-Day (12-3)	\$35.00
Weekday Twilight (3-5)	\$30.00
Weekday Sunset (5-7)	\$25.00

Saturday, Sunday, & Holidays

Weekend Morning	\$50.00
Weekend Mid-Day (12-3)	\$45.00
Weekend Twilight (3-5)	\$40.00
Weekend Sunset (5-7)	\$30.00

Replay

9 additional holes	\$10.00
18 additional holes	\$15.00

* All Fees include 1/2 cart and applicable taxes

All Golf fees listed are maximum fees to be charged. Golf course management has authority to adjust fees and run seasonal specials as needed to maximize play. In the event of a question or conflict, the City Council shall provide the final resolution.