

## FEE SCHEDULE ADOPTED – FY 2020

### 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/ per Machine Annually
2. Pool Hall License	Occupation Tax-\$7.50/ per 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 3rd yr of operations	One half of fee assessed by TABC for each State permit issued

## Records Management

## PUBLIC RECORDS CHARGES

1. Paper Copies		
A. Standard-Size Paper Copy (Measures less than 8.5 X 14)		@10¢/PAGE
B. 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		
A. Paper Copy		10¢ / per page
B. Film Copy		actual cost
C. Document Retrieval		actual cost

9. Computer Resource		
A. PC or LAN		50¢/minute
B. Client/Server		\$1.00/minute
C. Midsize		\$3.00/minute
D. Mainframe		\$17.50/minute
E. Programming Time		Average Programming Cost
F. Miscellaneous Supplies		actual cost
G. Postage and Shipping		actual cost

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

## Municipal Court

Return Check Fee \$ 35 per

## Information Technology

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## Library

1. Overdue Library Materials <i>(Books/Audiobooks/Music CDs/Magazines/E-book Readers (including all parts)/Library Kits/DVDs)</i>	No Charge	
2. Overdue Interlibrary Loan Materials	No Charge	
3. Replacement of Lost Materials <i>(Books/Audiobooks/Music CDs/E-book Readers/Library Kits)</i>	Cost or exact replacement + \$5	*Processing Fee (patron can volunteer 1 hour for each dollar owed, with permission)
4. Damaged Library Materials <i>(Books/Audiobooks/Music CDs/E-book Readers/Library Kits)</i>	Cost or exact replacement + \$5	*Processing Fee (patron can volunteer 1 hour for each dollar owed, with permission)
5. Photocopying	\$.10/Page	(Black & White)
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 \$25/ individual or \$50/ family (annually renewable)  
 \*\*In lieu of fee (patron can volunteer)

10. Senior Non-Resident Fee (age 62 and over) \$12.50/ individual (annually renewable)

11. Microfiche/Film & Reader/Printer Copies \$0

12. Meeting Room Fees/ Usage Fees	Resident / Non-Resident Cardholders / Non-Profit Groups (w/proof) / Civic Organizations	Non-Cardholders / Businesses / Other For Profit Groups
a. Small conference room	No Charge	\$25 minimum (1st 2 hours) + \$10 each addl. hour
b. Large conference room	No Charge	\$50 minimum (1st 2 hours) + \$25 each addl. hour

13. Print from Internet \$0

14. FAX		***Each new fax number would be a new charge.
a. Local	\$1.00 first page + \$.25 each addl. page	(to single fax number)
b. Long distance	\$3.00 first page + \$.25 each addl. page	( to single fax number)

15. Proctoring Fee \$20/exam

16. Earbuds \$0

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

## Finance

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

2. Return Check Fee \$ 35 each

## Police

1. Copy Services for Accident Reports or information or Copy of Certification of no report \$6.00/EA

2 Additional Fee for Certified Copies 2/EA

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/Registration		
A. Local - 1 year		\$75 + \$10 Per Agent for More Than 5 Agents
B. Interstate Commerce Registration		
	90 Days	0
	6 Months	0
	1 Year	0

6. Wrecker Inspections \$25 Each

7. Application fee for taxicab driver registration 1/per

- 8. Taxicab Inspections \$25/Each
- 9. Fingerprinting for the Public \$10/per card
- 10. Criminal History Checks \$8/Each

**Fire**

- 1. Hazardous Materials Response Cost + 10%
- 2. CPR Training Class Overtime for Instructor

3. Fire Fighter Training Courses		
A. Fire Officer 1		\$250.00 per student
B. Fire Officer 2		\$250.00 per student
C. Instructor Certification		\$150.00 per student
D. Driver/Operator		\$150.00 per student

**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  \$125 per container
6. LPG Installation - portable containers of greater than 125 gallons water capacity at properties where natural gas service is not available	
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
18. Tent Permit	\$100
19. Public Event Permit Fee	\$250

### Animal Control

1. Offense Fees (Impoundment)	Altered	Unaltered
A. First Offense	\$30	\$45
B. Second Offense	\$45	\$60
C. Third Offense	\$60	\$75

2. Small Animal Boarding Fee	\$10/per Day
3. Livestock Impounding Fee	\$75
4. Livestock Boarding Fee	\$10/per Day
5. Adoption Fee	\$20/per 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		
A. Application Fee		\$ 5
B. Permit Fee (annually)		\$25

12. Kennel Permit		
A. Application Fee		\$ 5
B. Permit Fee (annually)		\$100

13. Dangerous Animal Registration Fee \$250/Annually

## Building and Code Enforcement

1. Fees for new structural occupancy (*Single family dwelling, duplex, townhouse*) \$0.50/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.

**5. (a) Commercial single trade permits**

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

**(b) Residential single trade permits**

**\$65 / each**

**6. (a) Residential Addition - addition to an existing residential structure**

- -

Fee per Square Foot \$0.50 / Sq Ft

**(b) Residential Remodel - alterations, repairs, and remodeling to an existing residential structure**

Fee per Square Foot \$0.25 / Sq Ft

**7. Commercial Remodel / Addition - alteration, repairs, additions and remodeling to existing commercial structures. (Based on Valuation)**

A. <\$500	\$70
B. \$500 - \$2500	\$75
C. \$2500 - \$5000	\$80
D. \$5000 - \$7500	\$85
E. \$7500 - \$10000	\$90
F. more than \$10000	\$90 + \$10/\$2500 increments over \$10000

**8. New Construction for garages, barns and storage buildings over 200 Sq Ft**

A. <\$500	\$70
B. \$500 - \$2500	\$75
C. \$2500 - \$5000	\$80
D. \$5000 - \$7500	\$85
E. \$7500 - \$10000	\$90

F. more than \$10000	\$90 + \$10/\$2500 increments over \$10000
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9. 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
G. Temporary Certificate of Occupancy	\$300/30 days not to exceed 90 days

10. Reinspection Fees

A. Reinspection Fee - 2nd red tag for same item	\$75
B. Reinspection Fee - 3rd red tag for same item	\$150

11. Miscellaneous Permits

A. Swimming Pool	
1. In-Ground	\$200
2. Above Ground	\$ 50
B. Other - Includes:	
1. Storage Buildings (Less than 200 sq. ft.)	\$25
2. Moving Permit	\$25
3. Carport/Awning	\$25
4. Fence (New & Replace)	\$25
5. Retaining Wall	\$25
6. Window Replacement	\$25
7. Foundation (New)	\$75
8. Demolition Permits	\$25 for residential / \$100 for commercial
9. Patio Cover	\$50
10. Freestanding Structure (i.e. Pergola, Gazebo, Arbor)	\$50
11. Subdivision Entry Wall Screen	\$150
C. Lawn Sprinkler	
D. Signs	

1. Freestanding Sign	\$100 (Pole / Pylon / Monument / Flag Sign)
2. Wall Sign without CMS	\$50 (Awning / Canopy / Channel Letters / Marquee / Mural/Poster / Projection / Roof Sign / Sign Cabinet)
3. Wall Sign with CMS	\$100 (Awning / Canopy / Channel Letters / Marquee / Mural/Poster / Projection / Roof Sign / Sign Cabinet)
4. CMS added to existing Wall or Freestanding Sign	\$100
5. Shopping Center Sign Plan	\$250
6. Temporary Signs	\$25 (Banners / Homebuilder / Residential Subdivision Development)
7. Sign Variance	\$250
8. Billboard Conversion	\$200 (Static type to Electronic)
E. Subdivision Entry Wall Screen	\$150
12. After Hours Inspection	\$60 per hour (2 hour minimum)
13. Plan Review	
A. Commercial Plan Review (New Only)	30% of Building Permit Fee - \$250 minimum & a \$5,000 maximum (non-refundable)
B. Residential Plan Review (New)	\$50
C. Residential Plan Review (Remodel/Addition)	\$30
14. Appeals to Advisory Boards	\$150

15. Electrician's License

A. Master	
1. First Annual	0
2. Renewal	0
B. Journeyman	
1. First Annual	0
2. Renewal	0
C. Sub-Contractor Base Permit Fee / Validation Fee	\$50

16. Mechanical License

A. Mechanical	
1. First Annual	\$100
2. Renewal	\$50
B. Sub-Contractor Base Permit Fee / Validation Fee	\$50

17. Plumbing Contractor's Registration

A. First Annual	\$0
B. Renewal	\$0
C. Sub-Contractor Base Permit Fee / Validation Fee	\$50

18. Temporary Use

A. Special Events	\$50
B. Seasonal Use	\$50
C. Temporary Outdoor Sales	\$50
D. Stationary Food Vendors	\$50
E. Carnival & Circus	\$50

19. Park land Dedication-Cash in lieu of land \$300/Unit

20. Park Development Fee \$300/Unit

21. Administrative Cost to File Liens for Cost of Mowing and Nuisance Abatement \$120

22. Emergency Warning System Cost \$25/acre

23. Weed mowing and nuisance abatement notification fee \$50

24. 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

25. Modular buildings/construction trailers (*Utilities require separate permit - see #5 - one trade only permits*) \$50

25. 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

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. Preprinted Zoning Ordinances \$10

8. Pre-Printed Subdivision Policies \$10

9. Comprehensive Plan \$25

10. Comprehensive Plan Summary \$5

11. Interpretation request for new or unlisted uses in zoning ordinance (City refunds \$350 if no ordinance amendment is necessary) \$500

12. Oil and Gas Well Permit \$5,000 per wellhead

13. Road Damage Remediation Fee Assessment per lane mile x Access lane miles per site x OCI (Overall Condition Indicator)

14. Gas Well Pad Site Annual Inspection Fee \$5000 per pad site (due June 1 annually)

15. Legal Filing Fees		
A. First sheet - Small plat		\$50
B. First sheet - Large plat		\$80
C. Each additional sheet		\$25

16. Shopping Center Sign Package Review Fee \$250

17. Commercial Site Plan (CSP) fee \$400

18. Zoning Verification Letter fee \$25

19. Roadway Impact Fees - Refer to Current Impact Fee Ordinance for Fees

20. Variances and Waiver Requests:		
A. Zoning Ordinance		\$250
B. Community Facility Policy		\$200
C. Landscape Requirements		\$250
D. Masonry Ordinance (new construction only)		\$250
E. Subdivision Ordinance		\$250
F. Old Town Design Standards (new construction only)		\$250
G. Commercial Site Plan		\$0
H. Fencing and Screening Ordinance		\$250
G. Any other Development-related Ordinance		\$250

21. Deployment of Wireless Network (small cell) Nodes in the Right of Way

Refer to the current Cell Nodes Ordinance for Fees

## 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		
A. Right-of-Way		\$550
B. 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 / per Set or \$100 / per CD



10. Expedited Utility Plan Review \$250

11. Printed Maps (based on \$0.60 per square foot)		
A. 8 1/2 x 11		\$0.40
B. 11 x 17		\$0.80
C. 17 x 22		\$1.50
D. 22 x 34		\$3.10
E. 34 x 44		\$6.25

12. Plat Copies		
A. Full Size		\$3.60
B. Half Size		\$1.80

13. Easement/Right of Way Use Agreement \$125

14. Traffic Study Fee \$1250

15. Flood Study Reviews \$1 per foot of reach length / \$2000 minimum

16. Amending Plat Review \$300

17. Overtime Inspection Fee \$55 per hour

## Environmental Health

<b>1. Food Safety Inspection Fees</b>		
A. Grocery		
1. ≤ 5,000 sq. ft.		\$275
2. > 5,000 sq. ft.		\$400
B. Food Service		
1. ≤ 500 sq. ft.		\$150
2. > 500 ≤ 1,500 sq. ft.		\$200
3. > 1,500 ≤ 3,000 sq. ft.		\$275
4. > 3,000 ≤ 6,000 sq. ft.		\$350
5. > 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

<b>G. Adjunct Operation</b>		
1. Food Service		\$150 per independent operation
2. Food Store ≤ 5,000 sq. ft.		\$150 per independent operation
3. Food Store > 5,000 sq. ft.		\$200 per independent operation
<b>H. Commissary</b>		
1. No food prep		\$100
2. With food prep		\$200
<b>I. Mobile Units</b>		
1. Prepackaged food only		\$100
2. Open and/or food prep		\$200
3. Push Carts		\$200
<b>J. Plan Review</b>		
1. ≤ 500 sq. ft.		\$0
2. >500 ≤ 3,000 sq. ft.		\$50
3. >3,000 sq. ft.		\$100
<b>K. Late Fee</b>		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 rapped for.
1. From 1-30 days		10% of fee owed
2. From 31-60 days		20% of fee owed

<b>2. On-site sewage facility fees</b>		DETERMINED BY TARRANT COUNTY
<b>A. New System</b>		
1. Application Fee		\$ 0
2. Water research fee		\$10
3. Permit Fee		\$250
4. Total for new system		\$260
<b>B. Reinspection of system</b>		\$75
<b>C. Repair of system previously permitted</b>		\$100

**3. Beer and Wine Permit**

One half the state fee assessed for each State permit issued

**4. Mixed Beverage Permit- After third year of operations**

One half the state fee assessed for each State permit issued

<b>5. Municipal Settings Designation</b>		
A. Application Fee		\$2,000
B. Third-party environmental review fee		\$5,000

<b>6. Miscellaneous Permits</b>		
A. Swimming Pool, Spa & Interactive Water Feature		
1. Plan Review and Opening Inspection		\$150
2. Annual Permit		\$250
3. Required Reinspection		\$75

<b>7. Food Truck Operational Site permit</b>		<b>\$50 for Six Months</b>
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## Water and Wastewater

<b>1. Tap Fees</b>		
A. 5/8" Meter Set	\$295.59	
B. 5/8" Meter, dig out, U Branch	\$415.80	
C. 5/8" Tap, Meter and Box in easement	\$1,379.88	<i>(pavement work : Get quote from Public Works)</i>
D. 1" Meter Set	\$385.54	
E. 1" Water Tap, Meter and Box in easement	\$1,458.53	
F. 1 1/2" Meter Set	\$578.75	
G. 1 1/2" Tap, Meter and Box	\$2,204.33	<i>(Positive displacement meter in easement, pavement work: Get quote from Public Works)</i>
H. 1 1/2" Tap, Meter and Box	\$2,601.35	<i>(turbine meter in easement, pavement work: Get quote from Public Works)</i>
I. 1 1/2" Meter (positive disp.)	\$578.75	
J. 1 1/2" Meter (turbine)	\$835.77	
K. 2" Meter (positive disp.)	\$749.10	
L. 2" Meter (turbine)	\$850.32	
M. 2" Meter (compound)	\$1,711.32	
N. 2" Tap, Meter and Box	\$2,314.90	<i>(Positive displacement meter in easement, pavement work: Get quote from Public Works)</i>
O. 2" Tap, Meter and Box	\$2,416.12	<i>(turbine meter in easement, pavement work: Get quote from Public Works)</i>
P. 2" Tap, Meter and Box	\$3,277.12	<i>(Compound meter in easement, pavement work: Get quote from Public Works)</i>
Q. 3" Tap, Meter and Box	To be determined by Utilities Supervisor	
R. 4" Tap, Meter and Box	To be determined by Utilities Supervisor	
S. 4" Sewer Tap in Pavement	\$866	

T. 4" Sewer Tap in Easement	\$985.41	
U. Relocate 5/8" Meter	\$201.00	(12 ft. or less in easement, pavement work: Get quote from Public Works)
V. Relocate 5/8" Meter (more than 12 ft.)	Get quote from Public Works	
W. Relocate 1" Meter	\$215.00	(12 ft. or less in easement, pavement work: Get quote from Public Works)
X. Relocate 1" Meter (more than 12 ft.)	Get quote from Public Works	
Y. Pull Meter	\$10	
Z. Double Meter Box	\$30.50	
AA. 2" and 1 1/2" Meter Box	\$217.00	
AB. 2" + Meter Box	\$117	
AC. Pavement Cut / Replacement	To be determined by Utilities Supervisor	
AD. Automatic Flush Valve	\$1,000.00	
AE. Water and Wastewater Impact Fees	Refer to Current Impact Fee Ordinance for Fees	(Burleson charges both City of Burleson and City of Fort Worth Impact Fees)

## Utility Billing

<b>1. Security Deposits</b>		
A. Minimum Residential		\$135
B. Commercial		
1. Minimum for 3/4" Meter		\$ 135
2. Minimum for 1 1/2" Meter		\$ 160
3. Minimum for 2" Meter		\$ 185
4. Minimum for 3" Meter		\$ 210
5. Minimum for 4" Meter or Larger		\$ 260
C. Security Deposit for Fire Hydrant Meters		\$ 1,800

**2. Penalty Amount for Late Bills** 10% Excluding Tax

**3. Return Check Fee** \$ 35

**4. Extension Fee** \$5

<b>5. Reconnect Fee</b>		
A. Standard		\$35
B. Reconnect Fee After 5:00 PM and on weekends and holidays		\$50

**6. Extra Trip Fee** \$15

<b>7. Meter Test Fee</b>		
A. For 3/4" or 1" Meter		\$30
B. For 1 1/2" Meter and Larger		\$125

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

**9. Transfer Fee** \$15

**10. Construction Meter Non-Read Fee** \$100

**11. After Hours Turn-on Fee** \$50

**12. Initiation Fee (in addition to deposit)** \$10

<b>13. Tampering Fee</b>		
A. First Occurrence		\$50
B. Second Occurrence		\$100
C. Third Occurrence		\$150

**14. Pull Meter Fee** \$30

## BRiCK

### 1. Definitions:

A. Adult	Ages 16-61 Any individual or family not living within the defined city limits of Burleson.
B. Non-Resident	
C. Resident	Person who resides within the city limits of Burleson
D. Senior	Ages 62 and older - -
E. Youth	Ages 3-15 (children under 3 years of age are free)

### 2. General Policy for BRiCK:

- A. Children below 10 years of age must be accompanied by an adult at all times. - - -
- B. Fitness Area/2nd floor cardio:
1. No children under 13 allowed in fitness area or walk/jog track with the exception of specified periods of family track time.

2. Children over the age of 13 may attend a fitness orientation class to be allowed future access to the fitness area without parent supervision.

3. Family fitness room available at all times to children ages 6 – 12. Recommended ratio of 1 adult per child.

**C. Cancellations/Refunds/Transfers/Medical Policy:**

1. Rentals canceled 30 calendar days or more prior to booking      Receive 100% of the deposit.

2. Rentals canceled 29-15 calendar days prior to booking      Receive 50 % deposit.

3. Rentals cancelled 14 calendar days or less prior to the event date      Forfeit all deposits.

4. Sports rental cancellations may be subject to an administrative fee not to exceed \$50.00

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

**3. Memberships Fees**

	<b>Resident</b>	<b>Non-Resident</b>	<b>Military</b>	<b>Corporate</b>
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**A . Annual Guest Membership paid in full, in advance**

1. Youth	\$234	\$316	\$187	N/A
2. Adult	\$328	\$442	\$262	\$287
3. Senior	\$281	\$379	225	\$246
4. Family*	\$505	\$682	\$404	\$443

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

1. Youth	\$270 (\$22.50/mo.)	\$365 (\$30.38/mo.)	\$216 (\$18.00/mo.)	N/A
2. Adult	\$378 (\$31.50/mo.)	\$510 (\$42.53/mo.)	\$302 (\$25.20/mo.)	\$338 (\$28.14/mth)
3. Senior	\$324 (\$27.00/mo.)	\$437 (\$36.45/mo.)	\$259 (\$21.60/mo.)	\$289 (\$24.12/mth)
4. Family*	\$583 (\$48.60/mo.)	\$787 (\$65.61/mo.)	\$467 (\$38.88/mo.)	\$521 (\$43.42/mth)

**C. Annual Guest Membership paid monthly via Auto Debit (1 year contract)**

1. Youth	\$306 (\$25.50/mo.)	\$413 (\$34.43/mo.)	\$245 (\$20.40/mo.)
2. Adult	\$428 (\$35.70/mo.)	\$578 (\$48.20/mo.)	\$343 (\$28.56/mo.)
3. Senior	\$367 (\$30.60/mo.)	\$496 (\$41.31/mo.)	\$294 (\$24.48/mo.)
4. Family*	\$661 (\$55.08/mo.)	\$892 (\$74.36/mo.)	\$529 (\$44.06/mo.)

D. 3 Month Guest Membership			
1. Youth	\$79	107	\$63
2. Adult	\$111	\$150	\$89
3. Senior	\$95	\$128	\$76
4. Family*	\$171	\$231	\$137
E. Monthly Guest Membership			
1. Youth	\$30	41	\$24
2. Adult	\$42	\$57	\$34
3. Senior	\$36	\$49	\$29
4. Family*	\$65	\$87	\$52
F. Daily Guest Membership			
	All		Military
1. Individual	\$8		\$6
2. Family	\$20		\$15
3. Guests of 15+	\$6 each		\$4 each

\* Family membership include access to KidZone

**4. 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.

	Deposit	Resident	Non-Resident
<b>A. Indoor Aquatics / Party Rooms:</b>			
1. Pool Party Room-Resident	\$75	\$52.50/hr	\$85/hr
2. Pool Party Room-Non-Resident	\$75	\$100/hr	\$146/hr
3. Private party without slide - Max 485 guests	\$75	\$262.50/hr	\$287.50/hr
4. Private party with slide - Max 485 guests	\$75	\$237.50/hr	\$262.50/hr
5. General Policies (not limited to the following):			
a. All rental rates are based on hourly rates with a minimum 2-hour rental.			
b. Rentals and private parties include the use of party room(s) and entire indoor aquatics area			
c. Private party fees include the cost of after-hours lifeguards			
<b>B. Meeting Room Rentals (All rental rates are based on hourly rates with a minimum 2 hour rental):</b>			
1. 1,400 square feet	\$100	\$45/hr	\$61/hr
2. 2,800 square feet	\$150	\$80/hr	\$108/hr
3. Damage Deposit	Will be refundable provided the usage contract terms are met. Refund is subject to any remaining balance due on household.		
4. After Hours Fee -			
\$15/hr. per customer service attendant in addition to rental fees listed above.			

**C. Gymnasium Rentals:**

1. Half Court	\$50	\$25/hr	\$46/hr
2. Full Court	50	\$35/hr	\$61/hr
3. Two Full Courts	\$50	\$65/hr	\$108/hr

Will be refundable provided the usage contract terms are met. Refund is subject to any remaining balance due on household.

4. Damage Deposit

5. After Hours Fee

\$15/hr. per customer service attendant in addition to rental fees listed above.

**D. Kids Zone:**

1. All Family memberships excluding Daily Guests:	No Add'l Cost	No Add'l Cost
2. Daily Guests:	\$2/hr perchild	\$2/hr perchild

3. General Policies (not limited to the following):

a. Ages 6 months through 12 years of age

- - -

b. Parents/guardians must be on premises

- - -

c. Maximum 2 hours

d. Late fees will be charged for failure to pick up on time

- - -

**E. Outdoor Swimming Pool (All rentals are based on hourly rates with a minimum of two hour rental):**

1. Daily Passes - Youth (Age 3-15)	\$3	\$3
2. Daily Passes - Adult (Age 16-61)	\$4	\$4

**F. Outdoor Pool Rental/Private Parties:**

1. 0-49 attendees/ guests	\$75	\$65/hr	\$75/hr
2. 50-149 attendees/ guests	\$75	\$75/hr	\$85/hr

3. General Policies (not limited to the following):

a. Rentals and private parties include the use of the outdoor pool only

b. Private party fees include the cost of afterhours lifeguards

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

**City Ball Fields**

**1. Unreserved**

No Charge

No Charge

**2. Organized League Athletics**

City Leagues, PeeWee Football, and BYA are allowed to use fields for organized game play



<b>3. Ball Field Reservations</b>	
A. Reservations/Field	\$25 w/o lights

<b>4. Tournament Fees</b>	
A. Ballfield Rental Girls	\$300 per field minimum of 5 fields
B. Ballfield Rental Boys	\$400 per field per day minimum of 10 fields
	max of 15 fields

Park Facilities (Warren, Chisenhall and Mistletoe)

<b>1. Pavillion</b>	
A. Full Shelter	\$20/HR

<b>2. Tennis Courts -</b>	<i>Resident</i>	<i>Non- Resident</i>
A. Tournament Reservations	\$10/HR.	\$15/HR.

Stage Rental Fees

(All fees are based on a 4 hour stage rental)

<b>1. For Profit Organizations</b>	\$3,300
A. Extra Speakers	\$450
B. Additional Hours	\$500/hour
C. Deposit	\$1,000
D. Mileage greater than 5 miles	\$20/mile

<b>2. Not For Profit Org (501c3 required)</b>	\$1,650
A. Extra Speakers	\$450
B. Additional Hours	\$250/hour
C. Deposit	\$1,000
D. Mileage greater than 5 miles	\$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 In the event of a question or conflict, the City Council shall provide the final resolution.maximize play.*

## Russell Farm

All rental rates are based on hourly rates  
with a minimum 2 hour rental

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

<b>2. Wedding Ceremony and Reception Packages</b>			
<b>All packages include:</b>	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.		
A. 50 guests or less:	\$ 1,405		
B. 51 – 100 guests:	\$ 1,675		
C. 101 – 200 guests:	\$ 2,185		Does not include tent.
D. 151 – 200 guests: *	\$ 3,735		* 150+ guests: Wedding/Reception tent provided.
<i>Note: 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.</i>			

<b>3. Wedding Ceremony Only</b>			
<b>All packages include:</b>	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		
A. 50 guests or less:	\$	735	
B. 51 – 100 guests:	\$	835	
C. 101 – 200 guests:	\$	1,035	
D. 151 – 200 guests: *	\$	2,235	* Wedding Tent provided.
<i>Note: 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.</i>			

<b>4. Reservation and Refund Policies</b>
A. All reservations must be made at Russell Farm with the Facility Supervisor.
B. All refund/refund fees are paid at the Burleson Recreation Center.
C. All reservations must be paid in full 48 hours prior to rental.
D. Rental Deposit Fee: \$100.00 per building reserved.
E. Cleaning Fee: \$40.00 per room/building used.
F. A deposit is required on facility rentals along with the completion of the Russell Farm Reservation contract. The deposit will be refunded is 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.

<b>5. Rental Cancellation Refunds:</b>
A. Rentals cancelled 30 calendar days or more prior to booking will receive 100% of the deposit.
B. Rentals cancelled 29 - 15 calendar days or more prior to booking will receive 50% of the deposit.
C. Rentals cancelled 14 calendar days or less prior to booking will receive 50% of the deposit.

D. 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.

*Note: 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

<b>1. Green Fees (All Fees include 1/2 cart and applicable taxes)</b>	
<b>A. Monday through Friday Green Fees</b>	
1. Weekday Morning	\$40.00
2. Weekday Mid-Day (12-3)	\$35.00
3. Weekday Twilight (3-5)	\$30.00
4. Weekday Sunset (5-7)	\$25.00
<b>B. Saturday, Sunday, &amp; Holidays Green Fees</b>	
1. Weekend Morning	\$50.00
2. Weekend Mid-Day (12-3)	\$45.00
3. Weekend Twilight (3-5)	\$40.00
4. Weekend Sunset (5-7)	\$30.00
<b>C. Replay Green Fees</b>	
1. 9 additional holes	\$10.00
2. 18 additional holes	\$15.00
Note 1: "WEEKEND" is defined as Friday, Saturday Sunday and holidays.	
Note 2: 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.	