

2019 ADOPTED GOVERNMENT FEE RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRIGHTON, COLORADO, CHANGING AND RATIFYING CERTAIN FEES AND CHARGES ASSESSED BY THE CITY OF BRIGHTON *

RESOLUTION NO. 2018-121

WHEREAS, authority is granted by the State of Colorado to the governing body of the City of Brighton, Colorado to assess fees and charges for services provided by the City (CRS Article XX, Section 6); and

WHEREAS, the City of Brighton has adopted a municipal code which allows for the setting and collection of fees; and

WHEREAS, the City Council has been advised by the City Manager that certain fees and charges should be increased to offset the City's increased costs of operations and inflation.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRIGHTON, COLORADO THAT THE FOLLOWING FEES ARE HEREBY RESTATED AND EFFECTIVE JANUARY 1, 2019 AS FOLLOWS:

SECTION I. CEMETERY

Definitions: For purpose of assessing cemetery fees and charges, a "Resident" shall refer to the deceased, and be defined as having resided in the corporate limits of the city of Brighton as a primary place of residence; or, having resided within the corporate limits prior to being relocated outside the corporate limits necessitated by health or personal care requirements. When purchasing of a grave at resident rate the interment will be at the resident rate.

"Full size burial plots" can have one upright monument and one flat marker. There can be four cremations and one full burial in a plot; or, eight cremations. At least two full working days' notice must be given to the Cemetery Manager for the intention to bury remains of any person or pet in the Brighton cemeteries; more time may be needed if the ground is frozen.

Payment Plan (Pre-Need): Installment payments can be made ONLY on the grave site or columbarium niche and perpetual care, NOT opening/closing. A \$100.00 down payment per grave/niche is required; this is in addition to the purchase price of the grave/niche, perpetual care, and opening/closing. To be used, a grave site/niche has to be paid in full, including the opening/closing fee. A headstone or plaque WILL NOT be set on any grave/niche that has not been paid in full. If a family buys four graves/niches and uses one, a headstone/plaque cannot cover the unpaid grave/niche spaces, only the one that is paid in full. Monthly payments start one month from the contract date, AFTER receiving the full down payment. The customer will be given two years from the contract date to make payment in full for the graves/niches being purchased. A default on two monthly payments will void the payment plan and the grave site/niche will revert back to the City of Brighton inventory to be sold. No refunds or future credits will be issued on contract purchases that default.

* All 2019 Rates and Fees are quoted in U.S. Dollars (\$)

The following fees shall be charged for the Elmwood and Fairview cemeteries:

CEMETERY FEE SCHEDULE	2019 RATE RESIDENT	2019 RATE NON- RESIDENT
1. Purchase of Adult Grave Site	870.00	2,200.00
2. Perpetual Care of Adult Grave Site	420.00	800.00
3. Opening and Closing of Adult Grave Site	1,380.00	1,800.00
4. Purchase of Infant Grave Site	205.00	400.00
5. Perpetual Care of Infant Grave Site	115.00	140.00
6. Opening and Closing of Infant Grave Site	325.00	380.00
7. Saturday Opening and Closing of Grave Site		
Additional Saturday Fee- Before 11 a.m.	415.00	540.00
Additional Saturday Fee- After 11 a.m.	N/A	N/A
8. Additional Remains on an Existing Grave - Open and Close	530.00	790.00
9. Disinterment: Negotiated with Minimum	2,000.00	2,000.00
10. Current and Pre-Need Cremation Site	430.00	580.00
a. Perpetual Care	220.00	280.00
b. Open/Close	530.00	770.00
11. Bronze Plaque for Columbarium	330.00	370.00
12. Columbarium Niche-		
a. Single Niche		
(1) Level One	720.00	865.00
(2) Level Two	825.00	970.00
(3) Level Three	930.00	1,080.00
(4) Level Four	930.00	1,080.00
(5) Level Five	825.00	970.00
(6) Level Six	720.00	865.00
b. Perpetual Care- Single	205.00	250.00
c. Open/Close Single	320.00	420.00

CEMETERY FEE SCHEDULE (continued)	2019 RATE RESIDENT	2019 RATE NON- RESIDENT
d. Double Niche (1) Level One (2) Level Two (3) Level Three (4) Level Four (5) Level Five (6) Level Six e. Perpetual Care- Double f. Open/Close Double	 1,225.00 1,500.00 1,610.00 1,610.00 1,500.00 1,225.00 205.00 320.00	 1,395.00 1,590.00 1,700.00 1,700.00 1,590.00 1,395.00 300.00 420.00
13. Foundation Fees The Cemetery recommends only pouring concrete foundations for small, infant and pet markers. We will still continue to pour wetsets for military markers for no charge. No 3rd party foundations or pot holes will be allowed.		
14. Burial Vault Storage Fee - Mortuary (Storage Fee is per vault) Vault Inspection Fee Sale of Vaults	 100.00 150.00 950.00	 100.00 150.00 950.00
15. Temporary Grave Marker - Provided by City for one year from burial date.	150.00	150.00

CEMETERY FEE SCHEDULE (continued)	2019 RATE RESIDENT	2019 RATE NON- RESIDENT
16. Deed Transfer Fee	60.00	120.00
17. Deed Re-Issuance	60.00	120.00
18. Pet Cemetery - 4' X 2' space; Flat marker only Brighton Police and Adams County Sheriff canines no charge for burial site Burial Site Perpetual Care Open/Close	 100.00 50.00 25.00	 150.00 75.00 50.00
19. Memorial Bench/Stone or Cremation Bench Placement Fee - if grave site not purchased	530.00	680.00
20. Value Priced Plots - Section 27, Blocks 305-313 and 360-383: Burial Site: Perpetual Care: Open/Close:	 530.00 420.00 1,380.00	 1,800.00 515.00 1,800.00
21. Cremation Garden Options: Single Cored Upright Double Cored Upright Pedestal/Birdbaths	 2,260.00 2,575.00 2,420.00	 2,575.00 2,880.00 2,730.00
All pricing reflects \$200 for engraving and \$190 for opening and closing.		
New Columbarium: Single Niche: Double Niche: All pricing reflects \$200 for engraving and \$190 for opening and closing.	 1,750.00 2,160.00	 2,055.00 2,490.00
Ossuary: All pricing reflects \$200 for engraving and \$190 for opening and closing.	620.00	825.00

SECTION II. PUBLIC WORKS

A. ROW (Right of Way) Construction Permit Fees

Any /all permits issued for a scope of work that shall be completed within the public ROW (Right of Way) shall be processed based on the estimated project valuation per the permit fees schedule below. Work performed under a ROW permit can include, but shall not be limited to, new or repair construction for public streets, curb, gutter, sidewalk, water, sewer, and storm drainage.

TOTAL MISCELLANEOUS VALUATION	2019 RATE
\$1 to \$500	23.50
\$501 to \$2,000	23.50 for the first \$500 plus 3.05 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 to \$25,000	69.25 for the first \$2,000 plus 14.00 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	391.25 for the first \$25,000 plus 10.10 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	643.75 for the first \$50,000 plus 7.00 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	993.75 for the first \$100,000 plus 5.60 for each additional \$1,000 or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	3,233.75 for the first \$500,000 plus 4.75 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	5,608.75 for the first \$1,000,000 plus 3.15 for each additional \$1,000 or fraction thereof

All ROW Construction Permits shall be bonded at 115% of the estimated valuation of the scope of work covered under the permit, in a format approved by the city.

B. Sidewalk/Street Closures Only

PUBLIC STREET/SIDEWALK CLOSURE	2019 RATE
Sidewalk/Street	23.50
Site Inspection (if applicable)	25.00

PUBLIC WORKS (continued)

C. Moving Permits

Any building, house, or structure that is transported over, upon, along, or across any public street in the City shall be assessed permit fees under the following structure:

MOVING PERMITS	2019 RATE
Application Fee	25.00
Inspection Fee	0.15 per mile*
Permit Fee	1. Structures other than commercial/residential a. =<12' wide, 24' long, 12' high -25.00 b. >12' wide, 24' long, 12' high - 50.00 2. Residential or commercial structures - 150.00
Bonding or Security Deposit	A \$2,000 cash deposit or surety performance bond shall be submitted for each moving permit issued.

* as measured from the city limits to the building site location, including miles back to the city limits (round trip mileage)

D. Public Works Streets Department/Utility Department Publications

PUBLIC WORKS PUBLICATIONS	2019 RATE
Book of Standards	35.00 each
Transportation Master Plan	35.00 each

SECTION III. COMMUNITY DEVELOPMENT

A. Maps, Books, and Miscellaneous Publications:

For costs associated with copies and maps, please see Section VI. Miscellaneous Fees and Charges K. Production or Copying of Public Records

ITEM	2019 RATE
Comprehensive Plan	30.00 each

B. Development Application Processing Fees:

APPLICATIONS	2019 RATE
1. Administrative Relief <i>(See §17-8-150 of the Brighton Municipal Code)</i>	50.00
2. Affidavit of Correction	375.00
3. Agreement	
a. Development Agreement or Annexation Agreement or Pre-Annexation Agreement	1,000.00 plus 10.00 per acre
b. Agreement Amendment (Major) <i>(Major Agreements require City Council approval)</i>	750.00 plus 10.00 per acre
c. Agreement Amendment (Minor) <i>(Minor Amendments may be approved by the Director)</i>	500.00 plus 250.00 per each additional section to be amended in the same application
4. Annexation ^a	1,000.00 plus 10.00 per acre for the first 100 acres <i>(fee not applicable if Brighton initiates annexation)</i>
5. Board of Adjustment <i>(Special Use or Variance)</i>	500.00 plus 100.00 for each additional code section to be adjusted in the same application
6. Certificate of Legal Non-Conforming Status	50.00
7. Comprehensive Sign Plan <i>(or Amendment thereto)</i>	250.00
8. Conditional Use ^a	
a. Full DRC Review <i>(Processed when the use requires new construction of any type)</i>	1,600.00
b. Administrative Review <i>(Processed when the use does not require new construction or is an amendment to an approved Conditional Use application)</i>	1,000.00
9. Downtown Plan ^a	
a. Full Application	750.00 plus 20.00 per acre
b. Amendment	500.00 plus 10.00 per acre
10. Master Plan ^{a, b}	
a. Full Application	700.00
b. Amendment	250.00
11. Overall Development Plan (ODP) ^a	
a. Full Application	500.00 plus 15.00 per acre
b. Amendment	500.00 plus 10.00 per acre

12. Oil and Gas Facility ^a	
a. Preliminary Site Application	See #14. Pre-Application Conference (Major)
b. Oil and Gas Application Review	2,500.00
c. Conditional Use (CU) or Memorandum of Understanding (MOU)	500.00
d. Amendment to a CU or MOU	250.00
13. Pre-Application Conference (Minor) <i>Minor Pre-Applications, when requested, applies to Special Use or Variance, Plat Affidavit of Correction, Plat Amendment, Temporary Use, Use-By-Right, Vacation of ROW or Easement, PUD Amendment, Conditional Use, Downtown Plan, Comprehensive Sign Plan, and/or Preliminary or Final Development Plan applications.</i>	100.00 <i>(Payment due at time of Pre-Application; however, amount is credited toward future development application submittal fee.)</i>
14. Pre-Application Conference (Major) <i>Major pre-application, when requested, applies to Annexation, Zone Change, PUD, ODP, Subdivision Plat, and/or Master Plan applications.</i>	500.00 <i>(Payment due at time of Pre-Application; however, amount is credited toward future development application submittal fee.)</i>
15. Preliminary Development Plan (PDP) ^a	
a. Full Application	750.00 plus 20.00 per acre
b. Amendment	500.00 plus 15.00 per acre
16. Planned Unit Development (PUD) ^a	
a. Full Application	750.00 plus 20.00 per acre
b. Amendment (Major) <i>(Major Amendments require City Council approval)</i>	750.00 plus 15.00 per acre
c. Amendment (Administrative) <i>(Administrative Amendments may be approved by the Director)</i>	500.00 plus 10.00 per acre
17. Recording Fees	Fees as set forth by applicable County Clerk and Recorder's Office
18. Residential Design Standards (RDS) Plan <i>Applicable to all proposed single-family detached and attached residential construction. At the city's discretion, consultant or in-house review shall be utilized subject to the following fee structure:</i>	<i>Note: These fees must be paid prior to release of review comments and/or building permits.</i>
a. Consultant Review	Actual cost of consultant services plus 10% administrative fee
b. In-House Staff Review	24.00 per hour 50.00 per unit
19. RDS Processing Fee	<i>Note: These fees will be assessed and paid with the building permit. Fee applies to single-family detached units only.</i>
20. Site Development Plan ^a	
a. Use-By-Right	600.00
b. Final Development Plan (FDP) <i>(Processed within a PUD zone district)</i>	600.00
c. South 4th Plan <i>(Processed within the S. 4th Avenue overlay zone district)</i>	600.00

21. Site Improvement Permit	Site Improvements Permits shall be charged permit fees, plan review fees, and use tax based on improvement project valuation, as referenced under <u>Section IV, Building Division, B. Miscellaneous Valuation</u> of the current adopted fee resolution.
22. Site Specific Development Plan Vested Property Right ^a	500.00
23. Sludge Permit	1.00 per dry ton
24. Special District Service Plan a. New Plan; plus, i. Fee Escrow Deposit b. Amendment; plus, i. Fee Escrow Deposit <i>Ordinance 1852 (as same may be amended)</i>	a. 5,000.00; plus, i. 20,000.00 b. 2,500.00; plus, i. 10,000.00
25. Subdivision Plat ^a	
a. Amendment (aka Re-Plat)	450.00
b. Preliminary Plat	1,000.00 plus 15.00 per acre
c. Final Plat	1,000.00 plus 20.00 per acre
26. Temporary Use	50.00
27. Vacation (Public Right-Of-Way or Easement)	500.00
28. Zoning (aka Rezoning) <i>Notes: DT zoning only allowed in areas designated on the Comprehensive Plan as Town Center or Downtown District. No fee for Public Land (PL) or Open Space & Parks (O) zone districts.</i>	750.00
29. Request for Information <i>Includes but is not limited to: zoning verification, allowed uses and/or non-conforming uses, written interpretation of codes, verification of utility service, and general requested research.</i>	10.00 for first hour, 25.00 per hour for every additional hour in same request
30. Outdoor Vending License* <i>(Use the Business License and Specialty License Addendum)</i> *The Outdoor Vending License fee may not be required if part of a city sponsored event.	50.00
31. Outdoor Vending for Private Property Permit <i>(Per Permit)</i>	50.00

^a Fees include one initial and two subsequent planning staff reviews of the application and supporting documentation (including Development Review Committee). Each additional review by staff (including Development Review Committee) SHALL be assessed additional review fees equal to twenty-five percent (25%) of the original application fee.

^b e.g., Phase area master plans, traffic master plans, drainage master plans, sewer master plans, etc.

Note 1: Fees cover the cost of processing the land use application and local (i.e. Brighton) newspaper publications. If the applicant requests publication in a paper outside of Brighton, the publication fees shall be paid by the applicant separately.

Note 2: Any items that must be recorded at the County Clerk and Recorder's office are subject to recordation fees, which are not included in the application submittal fees.

Note 3: Any request for information may be required to be submitted in writing to the One-Stop Customer Service Center on a form provided by same.

Note 4: For any fees that are tied to an acreage computation that result in a fraction, fractions of 0.5 or greater shall be rounded to the next highest whole number and fractions less than 0.5 shall be rounded to the next lowest whole number.

C. Plan Review- Land Use Applications and Civil Plan Review:

PLAN REVIEW	2019 RATE
<p>a. Engineering Plan Review</p> <p><i>Applicable to all proposed construction that includes engineering. At the city's discretion, consultant or in-house review shall be utilized subject to the following fee structure:</i></p> <p>i. Consultant Review</p> <p>ii. Staff In-House Review</p>	<p>Note: These fees must be paid prior to release of review comments.</p> <p>i. Actual cost of consulting services plus 10% administrative fee</p> <p>ii. 80.00 per hour of review</p>
<p>b. Land Use and Development Application Plan Review</p> <p><i>Applicable to all proposed land use and development applications requiring consultant review for related drawings. At the city's discretion, consultant review shall be utilized subject to the following fee structure:</i></p> <p>i. Consultant Review</p>	<p>Note: These fees must be paid prior to release of review comments.</p> <p>i. Actual cost of consulting services plus 10% administrative fee</p>

D. Impact Fees - Miscellaneous

IMPACT FEES	2019 RATE
<p>1. Community Park Impact Fees</p>	<p>a. Construct park to City Standards, or pay (1) \$400/unit with land dedication or (2) \$720/unit without land dedication</p>
<p>2. Neighborhood Park Impact Fee</p> <p>a. Developments of 337 units or less</p> <p>b. Developments of 338 units or more</p>	<p>a. (1) \$1,380/unit with land dedication or (2) \$1,700/unit without land dedication</p> <p>b. Construct park to City Standards</p>
<p>3. Crossing Fee</p>	<p>\$ 700 per unit</p>
<p>4. Traffic Impact Fee</p> <p>a. Residential</p> <p>b. Commercial Office</p> <p>c. Commercial Retail</p> <p>d. Industrial</p>	<p>a. \$1,700 per dwelling unit</p> <p>b. 0.98 (cents) per square foot of gross building</p> <p>c. 0.65 (cents) per square foot of gross building</p> <p>d. 0.41 (cents) per square foot of gross building</p>

SECTION IV. BUILDING DIVISION

A. Building Valuation:

Building valuation shall be based on the August building valuation data for the preceeding year, published by the International Code Council.

B. Miscellaneous Valuation:

All miscellaneous permits shall be processed based on valuation (estimated project materials and labor) per the following fee schedule for any above or below ground, public or private, new or repair/replace construction. An example of these types of permits includes, but shall not be limited to: air conditioning/evaporative cooler, fire sprinkler system, fencing, siding, furnace, gas log installation, spas/hot tubs, sheds, signs, site improvement, and right-of-way (ROW) permits.

C. Permit Fees:

VALUATION	2019 RATE
\$1 to \$500	23.50
\$501 to \$2,000	23.50 for the first \$500 plus 3.05 for each additional \$100 or fraction thereof, up to and including \$2,000
\$2,001 to \$25,000	69.25 for the first \$2,000 plus 14.00 for each additional \$1,000 or fraction thereof, up to and including \$25,000
\$25,001 - \$50,000	391.25 for the first \$25,000 plus 10.10 for each additional \$1,000 or fraction thereof, up to and including \$50,000
\$50,001 to \$100,000	643.75 for the first \$50,000 plus 7.00 for each additional \$1,000 or fraction thereof, up to and including \$100,000
\$100,001 to \$500,000	993.75 for the first \$100,000 plus 5.60 for each additional \$1,000 or fraction thereof, up to and including \$500,000
\$500,001 to \$1,000,000	3,233.75 for the first \$500,000 plus 4.75 for each additional \$1,000 or fraction thereof, up to and including \$1,000,000
\$1,000,001 and higher	5,608.75 for the first \$1,000,000 plus 3.15 for each additional \$1,000 or fraction thereof

D. Erosion and Sediment Control Permit:

EROSION AND SEDIMENT CONTROL PERMIT	2019 RATE
Basic fee for all Erosion and Sediment Control Permits	
A. Less than one (1) acre of land disturbance	A. 50.50
B. One (1) to five (5) acres of land disturbance	B. 60.50
C. Five (5) to nine (9) acres of land disturbance	C. 100.50
D. Ten (10) to nineteen (19) acres of land disturbance	D. 150.50
E. Twenty (20) or more acres of land disturbance	E. 250.50

E. Plan Review Fees:

All permits shall be assessed a plan review fee equal to 65% of the permit fee.

Exception: any new single-family detached residential site-specific build that has been previously mastered will pay a \$180 plan review fee at the time of permit issuance.

A deposit on the plan review fee shall be paid at the time of application submittal under the following structure:

PLAN REVIEW FEES DEPOSIT	2019 RATE
New Custom Residential or Residential Master Plan Review*	200.00
New Commercial/Industrial/Multi-Family Residential Plan Review*	500.00
Consultant Review	Actual Cost of consultant services plus 10% administrative fee

*At the discretion of the Chief Building Official, plans may be reviewed by an outside consultant.

F. Elevator Inspection Fees:

The annual cost for elevator inspections shall be charged as identified under the current approved contract by and between the elevator inspection service company and the city of Brighton, as same may be amended annually. The city of Brighton complies with Colorado Revised Statutes, Title 9, Article 5, Standards for Accessible Housing.

G. Miscellaneous Inspections and Fees:

OTHER INSPECTIONS AND FEES	2019 RATE
Inspections outside of normal business hours (two hour minimum)	50.50*
Re-inspection fees assessed under provisions of the International Building Code, Section 109.1.3	100.00
Inspection for which no fee is specifically indicated	50.50
Duplicate inspection card	10.00
Additional plan review required by changes, additions, or revisions to approved plans, and new code reviews of mastered plans	50.50 per hour
Manufactured housing installation program fee**	100.00

* Per hour rate or the total hourly cost to the jurisdiction, whichever is greater. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.

** per Colorado Revised Statutes §24-32-3310

H. Contractor License and Registration Fees:

CLASSIFICATION	2019 LICENSE FEE	2019 REGISTRATION FEE
Class A – Unlimited General Contractor	150.00	15.00
Class B – Limited General Contractor	100.00	15.00
Class C – Residential General Contractor	75.00	15.00
Class D – Jobbing Contractor	50.00	15.00
Class P – Plumbing Contractor	75.00	15.00
Class M – Mechanical Contractor	75.00	15.00
Class MP – Mechanical/Plumbing Combination	100.00	15.00
Tree Care/Landscaping Contractor	25.00	15.00
Electrical Contractor Registration	n/c	n/c

*A Class D – Jobbing Contractor can operate as a Tree Care/Landscaping Contractor with appropriate certifications on file (as may be required by the city of Brighton Horticulturist.)

I. Public Use Permit Fee:

PUBLIC USE PERMIT	2019 RATE
A. Public Use Permit Application Fee	A. 200.00
B. Security Deposit (if applicable)	B. 500.00
<i>Ordinance #1908, as same may be amended.</i>	

SECTION V. RECREATION CENTER, OASIS FAMILY AQUATIC PARK, AND EAGLE VIEW ADULT CENTER FEES

A. RECREATION CENTER

Public recreation services shall be available to all citizens of the City of Brighton. Since demands for recreation services and facilities may exceed public funding resources, fees may be established to provide a variety of programs and facilities.

CLASSIFICATION OF FEES: Recreation service fees are classified into three categories:

1. Basic

Basic recreation services are offered free of charge. Recreation program facilities are provided to maximize resources and impact the greatest number of users. These include open special events, festivals, and general use of park facilities. Public funds from the general tax base will be committed to fulfill the recreation needs for community accepted activities.

2. Enhanced

Enhanced recreation services provide a direct benefit to the user. The recipient shall pay a fee based on cost recovery. Special recreation programs shall recover different percentages of the cost. In general, youth programs shall recover 50% of direct costs and adult programs shall recover 100% of direct costs. The youth reduced rate program for the Brighton recreation center and the Brighton Oasis family aquatic park is for youth 18 years and under of a family qualifying for the reduced rate program. At the recreation center, youth receive free admission and a 50% discount for eligible recreation programs. At the Brighton Oasis Family Aquatic Park, youth receive a 50% discount on admissions. Adults qualifying for the reduced rate program are eligible to purchase any of the adult membership types offered at the Brighton recreation center at a 50% discount. Adults will pay full price for entry into the Brighton Oasis Family Aquatic Park. The membership types shall include daily drop-in, 10 or 15 visit pass, quarterly and annual passes. Recovery rates shall be based on the cost of the service, ability of the user to pay, market demand and community need. A reservation or admissions fee may also be charged for administrative control purposes. The Parks and Recreation Department will at the discretion of the Director, or their designee, periodically offer promotional fees on membership passes for marketing purposes.

3. Private/Public Enterprise Services

Private/public enterprise services are programs and services where the user receives the total direct benefit and shall pay 100% of the total cost to provide the service. This will include both youth and adult programs. The fee structure shall be competitive with other agencies and businesses.

GENERAL FEE GUIDELINES:

Direct costs are those expenses which are incurred in conducting programs or operating facilities. Direct cost recovery pricing strategies are established to recoup expenses such as salaries, supplies, and utilities. Direct benefit fees attempt to recover a percentage of the direct costs associated with the program or facility subject to community need, market demand, and cost of the program.

Indirect costs are those administrative expenses that are incurred by the department to provide programs to operate facilities. Administrative and clerical support and ongoing maintenance are examples of indirect costs. Indirect and direct expenses should be recouped through the recovery cost fee when the activity is an enterprise or enhanced program.

REFUND POLICY FOR THE CITY OF BRIGHTON RECREATION CENTER PROGRAMS:

Refunds will be made according to the following guidelines:

- A. No cash refunds
- B. If class is cancelled by recreation center: 100% refund
- C. Refunds of 25.00 or less will be issued a household credit only.
- D. If participant cancels: refund will be assessed a 5.00 service fee.
- E. Refund requests must be received five (5) business days prior to start of the program.
- F. Refund requests after the program has started: no refunds, except due to illness.
- G. Credit may be given if the participant is unable to participate due to illness. A Physician's statement must be presented in order to receive credit due to illness.

FEE CATEGORIES:

1. Admissions

Resident Card

- 1. Resident ID Cards are required to qualify for resident admission status for entrance into the Brighton Recreation Center and the Brighton Oasis.
- 2. Proof of residency is required
- 3. Cards are valid for two years.
- 4. Card Fee: 5.00
- 5. A minor (17 and younger) must be accompanied by a parent or guardian when purchasing a Resident ID Card. The adult must meet the residency requirements of the minor.

Proof of Residency

- A. Your current valid Colorado Driver's license with a current address; or
- B. A valid Colorado identification card with a current address; or
- C. A real estate tax notice, current utility bill, or a lease or rental receipt

Admission fees are charges to enter a specific recreation facility or park. The areas are usually well-defined. The entrance is usually the first contact, but there may be additional facilities or activities. Below are the entrance fees for the City of Brighton.

2019 RECREATION CENTER ADMISSION FEES	2019 RESIDENT	2019 NON- RESIDENT
A. ID Card	5.00	5.00
B. Daily Admission		
Children 4 and Under	Free with Paid Adult	Free with Paid Adult
Youth 5-17	3.00	4.00
Adult 18-59	5.00	6.00
Seniors 60+	3.00	4.00
C. Punch Passes (15 Visits)		
Youth 5-17	30.00	45.00
Adult 18-59	60.00	75.00
Seniors 60+	30.00	45.00
D. Quarterly Passes		
Student 6-22	65.00	85.00
Adult 23-59	90.00	115.00
Senior 60+	65.00	85.00
Couple	145.00	185.00
Family	185.00	240.00
E. Annual Passes		
Youth 5-17	160.00	210.00
Adult 18-59	260.00	315.00
Couple	400.00	500.00
Family	500.00	640.00
Seniors 60+	160.00	210.00

2. Corporate Recreation Programs

Individual punch, quarterly and annual passes are available to corporations participating in the program. Resident and non-resident rates apply to the location of the company. A minimum of five (5) employees must participate in the program. Discount rates apply as follows:

5 to 30 Employees	5%
31 to 60 Employees	10%
61 plus Employees	15%

3. Youth Groups

Pending the price approval by the facility manager, youth organizations may have regular use of the facility during non-peak hours. Adult supervision of one adult per fifteen (15) students shall be required. The fee will be 2.00 per student.

4. City Employee Discounts

For participants in the City's wellness program, the value of one adult resident annual pass will be available for all regular full-time and part-time employees. All volunteer members of city boards and commissions and City Council will also be eligible for an employee wellness pass. This amount can be applied toward the purchase of an annual family pass. Any regular (benefited) staff may purchase a 15-punch pass for a spouse and their dependent children (up to age 21) all- residing at the same address at a 50% discount.

5. Brighton Family Aquatic Park

2019 BRIGHTON FAMILY AQUATIC PARK ADMISSION FEES	2019 RESIDENT	2019 NON-RESIDENT
1. Daily Admissions		
Children under 2	Free	Free
Children 2 - 5	3.00	4.25
Youth 6 - 17	4.75	6.50
Adult 18 – 59	5.25	7.75
Seniors 60 +	4.75	6.50
2. Punch Passes (10 Visits)		
Children 2-5	24.00	32.00
Youth 6-17	39.00	50.00
Adult 18-59	42.00	60.00
Seniors 60+	39.00	50.00
3. Season Passes		
Children 2 - 5	45.00	62.00
Youth 6 - 17	70.00	95.00
Adult 18 – 59	85.00	120.00
Seniors 60 +	70.00	95.00
Family - Family Season Pass good up to four members residing in same household. Each additional person 50.00 resident and 75.00 non-resident. Resident and non-resident patrons with an annual Family pass to the Recreation Center will receive a 50.00 discount on a Family pass to the Aquatic Park.	250.00	300.00

6. Rentals

Rental fee payments are made for the exclusive use of tangible property such as equipment, rooms, shelters, ball fields and facilities. Individual and group rentals are classified into the following categories:

Non-Profit Groups

(Service club socials, church functions, neighborhood groups, etc.)

Private Groups or Individuals

(Birthday parties, family reunions, etc.)

A. Rental Fee Policy

2019 DAMAGE DEPOSIT SCHEDULE		
NUMBER OF ATTENDEES	ALCOHOL NOT PERMITTED	ALCOHOL PERMITTED
1-60	150.00	250.00
61-120	250.00	350.00
121-250	350.00	450.00

The Damage Deposit is due at time of reservation.
 Entire fee is due thirty (30) days prior to the rental.

Events with Alcohol - All rentals permitting alcohol use are required to provide two (2) City of Brighton police officers during the entire rental. The Brighton Recreation Center staff shall schedule the Brighton police officers. Four (4) hours maximum time limit for serving alcohol.

SECURITY: All events requesting alcohol are required to be monitored by one (1) off-duty Brighton police officer for parties of 60 persons or less, and two (2) off-duty Brighton police officers for parties over 60 persons. The officer(s) must be present one-half hour prior to alcohol being served, and throughout the remainder of the event. The Brighton recreation center will make arrangements for all security. Alcohol may be served for a maximum of four hours and must be discontinued by 11:00 p.m.

COST FOR SECURITY: 50.00 per hour per officer

Cancellation Fee - There will be a 30.00 cancellation fee for all rentals. If the rental is canceled less than thirty days before the scheduled dates, the entire damage deposit will be retained by the City. The rental fee will be returned two weeks after the cancellation.

Staff Fee - There will be an additional cost of 13.00 per hour per staff member needed for rentals that occur during non-operating hours of each facility.

Set Up Fee - There will be a 25.00 set up fee for all rentals, including donated community rooms. The Intergovernmental Agreement (IGA) is excluded.

B. Facility Rental

1. Gymnasium

(Only the east side of the gym may be rented when the facility is open to the general public.)

2019 GYMNASIUM RENTAL FEES	2019 RESIDENT PER HOUR RATE	2019 NON-RESIDENT PER HOUR RATE
Non-Profit Groups	40.00	50.00
Private Groups/Individuals	60.00	75.00

2. Community Rooms

a. One Room Rental

2019 COMMUNITY ROOM RENTAL FEES	2019 RESIDENT PER HOUR RATE	2019 NON-RESIDENT PER HOUR RATE
Non-Profit Groups	20.00	30.00
Private Groups/Individuals	40.00	60.00

b. Two Room Rental

2019 COMMUNITY ROOM RENTAL FEES	2019 RESIDENT PER HOUR RATE	2019 NON-RESIDENT PER HOUR RATE
Non-Profit Groups	40.00	60.00
Private Groups/Individuals	80.00	120.00

c. Three Room Rental

2019 COMMUNITY ROOM RENTAL FEES	2019 RESIDENT PER HOUR RATE	2019 NON-RESIDENT PER HOUR RATE
Non-Profit Groups	60.00	90.00
Private Groups/Individuals	90.00	180.00

3. Classrooms

a. Classrooms A and B

CLASSROOM A AND B RENTAL FEES	2019 RESIDENT PER HOUR RATE	2019 NON-RESIDENT PER HOUR RATE
Groups/Individuals	15.00	30.00

DAMAGE DEPOSIT (REQUIRED): 75.00
ALCOHOL IS NOT PERMITTED IN THE CLASSROOMS.

4. Recreation Center Pool Rental

During normal operating hours, only the south half of the lap pool is available for private rental. The leisure pool will not be available for rental except after normal operating hours. The fee schedule will be based on the number of participants and the number of hours desired.

After normal facility hours, the entire pool area is available for rent. The fee schedule will be based on the number of participants and the number of hours.

Renters will also be assessed the cost of lifeguards at the rate of 8.00 per hour. Lifeguard staff will be one guard per twenty participants.

2019 RECREATION CENTER POOL RENTAL FEES	REGULAR HOURS PER HOUR RATE	AFTER HOURS PER HOUR RATE
Non-Profit Groups		
1 to 50 participants	20.00	90.00
51 plus participants	N/A	100.00
Private Groups/Individuals		
1 to 50 participants	30.00	120.00
51 plus participants	N/A	150.00

5. Aerobics/Dance Room

The aerobics/dance room is available both during and after normal operating hours, subject to availability. Maximum room occupancy is forty persons.

2019 AEROBICS/DANCE ROOM RENTAL FEES	REGULAR HOURS PER HOUR RATE	AFTER HOURS PER HOUR RATE
Non-Profit Groups	15.00	30.00
Private Groups/Individuals	30.00	45.00

6. Racquetball Courts

Both courts will be rented as a unit. Courts will only be available during non-operating hours.

2019 RACQUETBALL COURTS RENTAL FEES	NON-OPERATING HOURS PER HOUR RATE
Non-Profit Groups	25.00
Private Groups/Individuals	35.00

7. Brighton Family Aquatic Park

FAMILY AQUATIC PARK RENTAL	2019 FEES
0 to 100 Guests	500.00
\$3.00 Each Additional Guest over 100	Max 500

AQUATIC PARK PAVILION RENTAL	2019 FEES PER HOUR RATE
Shelter	50.00

8. Outdoor Facilities

Designated picnic shelters and community garden spaces are available for rent throughout the year.

2019 PICNIC SHELTER RENTAL FEES	RESIDENT	NON-RESIDENT
Shelters	65.00	75.00

2019 COMMUNITY GARDEN RENTAL FEES	RESIDENT	NON-RESIDENT
Community Garden	20.00	30.00

2019 BENEDICT SPRAY PARK SHELTER RENTAL FEES	RESIDENT	NON-RESIDENT
Shelters	85.00	105.00

9. Equipment

The department will make equipment available on a request basis. Some equipment will be limited to specific areas only.

2019 EQUIPMENT RENTAL FEES	DEPOSIT	PER DAY RENTAL FEE
Canopies - 20 x 20	25.00	40.00
Canopies - 15 x 15	25.00	20.00

Recreation Center Community Room Equipment Rental

(All equipment must remain at the Recreation Center)

Kitchen - 30.00 per rental

TV or VCR - 10.00

Screen - 10.00

Sound System/Microphone - 10.00

Easels - No Charge

Coffee Pots- 4.00 per pot

10. 1886 Church Rental

The 1886 Church will be available for rent throughout the year for weddings and other groups up to 60. The rental fee is for a 12-hour period.

1886 CHURCH RENTAL	2019 RATES
Resident	50.00
Non-Resident	70.00

* 24 hour cancellation notice is required for refund.

USER FEES:

User Fees are charges for the use of the facility or participation in an activity or trip. The users enjoy the privilege of use. The purpose of User Fees is:

1. To assess a portion of the cost of the activity to users, including non-residents;
2. To support the operational cost of a service where tax appropriations support the basic service; and
3. To recover the department's cost of providing facilities and programs when funds are not available.

All fees will be determined by identifying the direct and indirect cost of each program. Fees will be determined by the total direct and indirect costs divided by the minimum number of participants. Cost recovery percentages will vary according to criteria established by the City in this policy.

	2019 RATES
	Season
Youth Basketball	69.00
Girls Volleyball	55.00
CARA Tennis (7 matches)	85.00
Tennis Lessons	55.00
T-Ball	40.00
Soccer	59.00
Pee Wee	44.00
Track & Field (5 meets)	75.00
Adult Volleyball	225.00

	Season
Youth Flag Football	50.00
Youth Girls Softball	40.00
Adult Spring Softball	375.00
Adult Summer Softball	475.00
Adult Fall Softball	375.00
Men's Basketball	350.00
Youth Roller Hockey	45.00

2019 RATES, continued

Season

Youth Group Swim Lessons 8 Lessons 4 Lessons	 30.00 15.00
Private Swim Lessons	25.00
Semi-Private Swim Lessons	15.00
CARA Swim Team (Fall-Spring)	80.00
CARA Swim Team (Summer)	80.00
Funshine Summer Camp (8 weeks)	
Regular Hrs.	800.00
Extended Hrs.	1110.00
Drop-In Babysitting	3.00/hour
Birthday Party Packages	
Solid Party	95.00
Theme Party	110.00
Personal Training	40.00

B. Eagle View Adult Center

MISSION OF THE EAGLE VIEW ADULT CENTER

The Eagle View Adult Center is dedicated to the overall social, wellness, educational and outreach needs of seniors and active adults.

FACILITY FEE/ REVENUE POLICY

Program revenue associated with the Eagle View Adult Center shall be deposited into the account opened by the Senior Advisory Board.

1. Fees for classes, trips, special events are collected through the Senior Advisory Board. Expenses are paid by the Board. Programs may be subsidized by other programs throughout the month.
 - a. Trips: The direct costs of trips are to be recovered.
 - b. Special Events: The direct costs of special events are to be recovered.
 - c. Classes: The direct costs of classes are to be recovered.
2. Fees collected by the Visiting Nurse Association (VNA) for health clinic services are paid directly to VNA. VNA operates a wellness clinic 3-4 times per month. Fees are paid to the VNA volunteer/staff and are deposited with VNA.
3. Fees collected by the Volunteers of America (VOA) Dining Center are paid directly to VOA. VOA provides a noon meal four days a week. Contributions are collected by the dining center manager and are deposited with VOA.
4. Fees collected by the Eagle View Adult Center for rentals and equipment pertaining to rentals will be deposited to the City of Brighton.

EAGLE VIEW ADULT CENTER FACILITY USE POLICY

The Eagle View Adult Center is owned by the City of Brighton. City of Brighton sponsored programs and activities have priority use of the Eagle View Adult Center. Therefore consecutive nightly, weekly or monthly usage will not be available for non- City programs.

PRIORITY OF USE

First Priority: Programs and activities initiated, sponsored or co-sponsored by the Eagle View Adult Center.

Second Priority: Programs and activities initiated, sponsored or co-sponsored by the City of Brighton.

Third Priority: Community and other non-profit groups.

Fourth Priority: Commercial for-profit groups or individuals.

All priorities are based on a first-come, first serve basis.

Rentals will be for adult functions only.

FACILITY RESERVATION INFORMATION

Community Room Reservations

Eagle View has three community rooms available for reservation. Each room may be used separately or as one large room. Depending on the room (all three are different sizes) the maximum seating varies but the average is 48 banquet style and 80 theater style. The maximum number for all three rooms is 160 banquet style and 220 theater style. All rentals must end by 10:30 pm with clean up completed by 11:30 pm.

ROOMS	2019 FEES			
	RESIDENT/ NON RESIDENT	FOR-PROFIT	NON-PROFIT**	DAMAGE DEPOSIT NO ALCOHOL/WITH ALCOHOL
1 Room	Resident	35.00/hr.	17.50/hr.	150.00/250.00
	Non-Resident	55.00/hr.	27.50/hr.	150.00/250.00
2 Rooms	Resident	70.00/hr.	35.00/hr.	250.00/350.00
	Non-Resident	110.00/hr.	55.00/hr.	250.00/350.00
3 Rooms	Resident	105.00/hr.	52.50/hr.	350.00/450.00
	Non-Resident	165.00/hr.	82.50/hr.	350.00/450.00

** Non-profit groups and organizations must provide state of Colorado tax exempt ID number and information to receive the non-profit rate.

Classroom Reservations

Eagle View has three small classrooms available for reservation.

ROOMS	RESIDENT/ NON RESIDENT	2019 FEES
1 Room	Resident	15.00/hr.
	Non-Resident	30.00/hr.
2 Rooms	Resident	30.00/hr.
	Non-Resident	60.00/hr.
3 Rooms	Resident	45.00/hr.
	Non-Resident	75.00/hr.

Additional Fees

All rentals occurring after regular business hours will incur an additional 75.00 fee.

Kitchen is a flat fee of 50.00

Stage fee 10.00-25.00, depending on the set-up.

All rentals that receive a "waiver of fee / donated room" will be subject to a minimum 25.00 set-up fee.

Security

All events requesting alcohol are required to be monitored by (1) off duty Brighton Police Officer for parties of 60 persons and under and (2) off duty Brighton Police Officers for parties over 60 persons. The officer(s) must be present one-half hour before alcohol is to be served and must be present through the remainder of the event. The Eagle View staff will make arrangements for all security. Alcohol may be served for a maximum of four hours and must be discontinued by 10:00 pm. Alcohol is limited to beer & wine only, with no glass containers.

The fee for security is 40.00/hr. per officer.

AUDIO VISUAL AND OTHER EQUIPMENT AVAILABLE FOR RENTAL	2019 FEES
TV or VCR	10.00
Projector	10.00
Screen	10.00
Sound System/Microphone	10.00
Flip Chart Stand / Dry Erase Markers	10.00
Coffee Pots (coffee/cream/sugar/cups/napkins)	6.00 per pot (6-8 servings)
Punch bowl w/ladle	5.00
Large Coffee Pot (renter provides coffee/cream/sugar/cups/napkins)	5.00
Assisted Listening Devices available upon request	No charge

All equipment must remain at the Adult Center.

FIELD RENTAL

Recognized Youth Sport Groups	Player Fee of \$10/participant/season
Non-Profit Leagues	\$3/hour
Field Set up Baseball/Softball Field	\$35/field
Field Set up Multi-purpose Marking and Striping	\$200 per season/sport
Regular Toilet Unit- Liberty Portables	\$104/unit + \$35/additional service (Cleaning)
Tournament, Groups, and Event Rental	\$35/ field/ hour or \$180/field/day
Lights (2 hour min)	\$35/hr

SECTION VI. MISCELLANEOUS FEES AND CHARGES

A. Police Department Fees

POLICE DEPARTMENT FEES		2019 Rate
1.	False Alarm Response Fee (in excess of 3 false alarms in any one-year period)	75.00
2.	Sexual Offender initial registration fee	75.00
3.	Sexual Offender re-registration fee	25.00
4.	Microfilm reports	*
5.	Audio reproduction Video reproduction	* 15.00
6.	Local Criminal History Records Check	15.00
7.	VIN Inspection <ul style="list-style-type: none"> • Residents • Non-Residents 	No Charge 15.00
8.	Research/Retrieval/Redaction - per hour (Staff research and redaction time billed in half hour increments @ \$30.00 per hour)	30.00

POLICE DEPARTMENT - REPORT FEES		2019 RATE
9.	VRA Crime Reports <ul style="list-style-type: none"> • 1st Copy (Offense/Incident Report/Crash Report) • Additional Reports- per page (Supplemental, Statements, etc.) 	No Charge 0.25
10.	All Other Requestors and additional copy for VRA Crime victims <ul style="list-style-type: none"> • First 5 pages • Each additional page 	5.00 0.25
11.	Report retrieval and copy expense for reports prior to above: <ul style="list-style-type: none"> • First 5 pages • Each additional page 	10.00 0.25

* See Section J- Production or Copying of Public Records

B. Liquor License Application Fees

LIQUOR LICENSE APPLICATION FEES	2019 RATE
1. New Application for Liquor License	1000.00
2. Transfer of Ownership	750.00
3. New Application with Concurrent Review	1,000.00
4. Change of Location	750.00
5. Special Event Permit	100.00 - Liquor 100.00 - 3.2%
6. Renewals	100.00
7. Late Renewal Application	500.00
8. Background Investigation - for corporations/limited liability changes in ownership structure	100.00/person
9. Alcoholic Beverage Tastings Application Fee	50.00
10. Alcoholic Beverage Tastings Renewal Fee	25.00
11. Temporary Permit Fee	100.00

C. Liquor License Fees

LIQUOR LICENSE FEES	2019 RATE
1. Arts	41.25
2. Club	41.25
3. Drugstore	22.50
4. Retail Liquor Store	22.50
5. Tavern	75.00
6. Hotel & Restaurant	75.00
7. New Manager Registration	75.00
8. Beer & Wine	48.75
9. Fermented Malt Beverage	3.75
10. Special Events, Liquor	100.00
11. Special Events, Beer	100.00
12. Brew Pub Liquor License Fee	75.00

D. Business and Sales Tax Licenses

BUSINESS AND SALES TAX LICENSE FEES*	2019 RATE
1. New Business or Sales Tax License Application Fee	25.00
2. Business and Sales Tax License Fee (for a 2-year period). The license is renewed at the beginning of each even-numbered year and expires at the end of each odd-numbered year. It is prorated in increments of six months if purchased after June 30 of any even-numbered year.	15.00
3. City-Sponsored Special Event Permit Application Fee	35.00
4. Amusement Device (per machine per year)	25.00
5. Auctioneer (per day)	
• Brighton Business	5.00
• Outside Brighton	10.00
6. Bowling Alley (per year)	150.00
Per Table per Year	25.00
7. Cabaret (per year)	75.00

D. Business and Sales Tax Licenses (continued)

BUSINESS AND SALES TAX LICENSE FEES* (continued)		2019 RATE
8.	Circus/Carnival • Damage Deposit • Certificate of Insurance	100.00 1st day, \$50 each additional day \$200.00 \$150,000 minimum (Workers' Comp.) \$100,000 minimum (Personal Injury) \$400,000 minimum (Accident)
9.	Group Home/Foster Care (per home) Certificate of Insurance	200.00 \$150,000 minimum (Workers' Comp.) \$100,000 minimum (Personal Injury) \$400,000 minimum (Accident)
10.	Massage Parlor • Initial Application • Renewal	350.00 150.00
11.	Merchant/Security Guard ** • Initial Application • Renewal • Surety Bond (or Proof of Company Insurance)	75.00 30.00 1,000.00
12.	Temporary (less than 30 days) Merchant/Security Guard License • Initial Application • Surety Bond	75.00 1,000.00
13.	Pawnbroker ** • Initial Application • Renewal	500.00 250.00
14.	Public Dance (per year)	35.00
15.	Solicitor ** (for profit, per person, per year) Surety Bond	50.00 1,000.00
16.	Temporary Sales Stand (per stand) Sales Tax License Fee	50.00 7.50
17.	Photocopies • 1 - 5 Pages • 6 - 20 Pages • Over 20 Pages • Over 50 Pages	0.25 3.00 5.00 Additional 5.00 plus 0.25 per page over 50
18.	Sexually-Oriented Businesses • Initial Application (If applicant has an existing liquor license, the fee will be \$200.00) • License Fee* • Renewal • Manager Registration (no charge if previously investigated)	875.00 250.00 per year 175.00 per year 75.00 75.00
19.	Temporary Fireworks Stand (Non-Profit Only)	600.00 per year per stand 300.00 Performance Bond required
20.	Ice Cream Vendors	100.00 per calendar year per vehicle

* Year is based from date of issue to December 31st

** License requires applicant to furnish a \$1,000 bond to the City of Brighton

Note: Any license requiring review from the fire district is subject to separate review fees pursuant to the current adopted Greater Brighton Fire Protection District Fee Resolution.

E. Municipal Court Fees

MUNICIPAL COURT FEES		2019 RATE
1.	Defendant pleads guilty or is found guilty at trial to the court, or enters a plea of <i>nolo contendere</i> , or enters a plea agreement.	35.00
2.	Jury summoned and appears for trial and defendant is found guilty, or enters a plea of guilty, <i>nolo contendere</i> , or a plea agreement.	50.00
3.	Bonding Fee (surrender to Police Dept. to post bond)	20.00
4.	Bonding Fee (when arrested and transported)	50.00
5.	Failure to Appear or refusal to testify by the complaining witness other than a police officer or employee of the City at the time of trial, or the municipal judge determines that there was no reasonable ground for such complaint, or the complaint was maliciously or imprudently entered.	25.00 (minimum) 100.00 (maximum)
6.	Drug Offense (to be donated to D.A.R.E. Program)	50.00
7.	Victim Services Fee (To be placed in Victim Advocate Program Account) This fee is assessed on all misdemeanor and traffic convictions to assist the Victim Services Program in providing the necessary services to victims of crime crisis in the Brighton area.	5.00
8.	Stay of Execution Fee (per stay)	15.00
9.	Administrative Fee (No Proof of Insurance)	20.00
10.	Witness fee (paid to witnesses) assessed against convicted defendant for all witnesses subpoenaed and appearing at trial.	5.00 Per Day Per Witness
11.	Level I Probation Services - requires supervision for monitoring compliance with payment of fines and costs	15.00/month until paid in full
12.	Level II Probation Services - requires a structure for completion of Court Orders in addition to payment of fines and costs	25.00/month until all requirements and Court Orders are satisfied
13.	Level III Probation Services - requires formal supervision of multiple requirements and Court Orders	35.00/month until all requirements and Court Orders are satisfied
14.	Administrative fee for Deferred Judgments	100.00
15.	Accident Fee (imposed on each case in which a traffic accident occurred.	50.00
16.	Sealing of Records Filing Fee	65.00

F. Additional Municipal Court Costs

The Municipal Judge is authorized to assess costs in addition to any fine imposed against any defendant who enters a plea of guilty or a plea of *Nolo Contendere* to a violation, or is found guilty of a violation of this Code or of any ordinance of the City as specified above.

The Municipal Judge is authorized to assess the cost of required drug or alcohol testing against any defendant placed on Level II or Level III probation. The actual cost thereof may be ordered to be paid to the test provider directly or to the Municipal Court.

G. Return Check Charges

Any return check will have a 30.00 fee assessed by the City to help defray collection costs.

H. Building Rental Space

BUILDING RENTAL SPACE	2019 RATE
Per Square Foot	7.50

Any new leases will be negotiated at current market rate. Any building rental space lease for more than one year shall include provisions for increases due to utility increases, etc.

I. Municipal Code Books

BRIGHTON MUNICIPAL CODE BOOKS	2019 RATE
1. Municipal Code Book	100.00
2. Municipal Code Supplements	Actual costs incurred by City including postage + 15%

Approved by Resolution No. 08-47; 5/06/2008.

J. Production or Copying of Public Records

State statutes and the ordinances, resolutions and regulations of the City require prepayment of fees and charges for the production or copying of certain public records and the need exists to protect and prevent the disclosure of such records without the proper fees and charges being assessed or collected.

- (a) Copies shall be available upon the prepayment of the fees and charges set forth below.
- (b) The Clerk may require and collect a 50% advance deposit of estimated research, retrieval and copy fees and charges for public records that will take significant staff time and resources to complete.

J. Production or Copying of Public Records (continued)

(c) COPYING CHARGES

- (1) There is no charge to inspect public records on site.
- (2) Copying charges will be as follows: (All charges in excess of the standard page rate of 0.25/page must be based on actual costs)

ITEM	2019 RATE
Color Map (8 1/2" x 11") or (8 1/2" x 14")	3.00 each
Color Map (11" x 17")	5.00 each
Color Map (18" x 24")	12.00 each
Color Map (24" x 36") or (24" x 30")	15.00 each
Color Map 136" x 45") or larger	20.00 each
Black & White Copies:	
8 1/2" x 11" or 8 1/2" x 14"	0.25 per page
11" x 17"	0.75 per page
18" x 24"	2.00 per page
24" x 36" or 24" x 30"	3.00 per page
36" x 45"	5.00 per page
Color Copies:	
8 1/2" x 11" or 8 1/2" x 14"	1.00 per page
11" x 17"	1.50 per page
Photographs:	3.00 per photograph
Microfilm Copies:	3.00 per page

(d) CERTIFICATION CHARGES:

One certification of a document: 2.00/document
 Certification of each page of a document: 2.00/page

(e) Subsequent requests for the same or similar records shall be charged the same fees and charges as the original request.

(f) Copying charges for records retrieved from off-site storage will be the same as those for on-site records.

(g) ELECTRONIC COPIES

Information available in electronic format, such as databases, may be copied pursuant to the following charges:

CD-ROM and Audio 10.00
 Video 15.00

(h) RECORDS AT NO CHARGE

- (1) Copies of individual items on the Council Agenda are provided at no charge if requested prior to the Council meeting. Normal charges apply for copies made after the Council Meeting.
- (2) Copies of records relating to an upcoming municipal election will be provided at no charge. Copies of records relating to past elections will be charged at the normal rate.

J. Production or Copying of Public Records (continued)

(i) RESEARCH AND RETRIEVAL FEES

The fees for requests by citizens that require research and/or retrieval of data for information or public records will be assessed according to the following schedule:

When such requests require research and retrieval of data for a requester that take longer than one (1) hour the following fees shall be imposed:

- (1) Research and retrieval of records by City's clerical or support staff: 20.00 per hour.
- (2) Research and retrieval of records by the City's supervisory and management staff: 30.00 per hour.
- (3) The actual cost of research and retrieval of records by all other persons or entities charged at no less than 20.00 per hour.

THIS RESOLUTION adopted this 13th day of November, 2018.

CITY OF BRIGHTON, COLORADO


KENNETH J. KREUTZER, Mayor

Attest:


NATALIE HOEL, City Clerk

Approved as to form:


JACK D. BAJOREK, City Attorney