



# **2009-2010 Rates and Fee Schedule**

*Updated 12-01-09*

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## Assessments

Curb and Gutter  
Paving

\$10.00 per foot  
Set by City Council based on individual project cost

Water and Sewer

Set by City Council based on individual project cost  
(The City will assume 50% of total construction and engineering expense)

Effective date January 1, 2002



## Cemetery Fees

### Lot Prices

Residents	\$ 400.00 per grave
Non-residents	\$1,000.00 per grave
Cremation grave (Resident)	\$ 200.00 per grave
Cremation grave (Non-Resident)	\$ 500.00 per grave

Sec. 5-59 (d) and (I)

### Cremation-Subdividing of Graves

Residents	\$ 200.00 (effective 10-6-09)
Non-residents	\$ 400.00 (effective 10-6-09)

### Deed Transfers

Transfer from Resident to Resident	\$ 5.00 Adm. Fee
Transfer from Resident to Non-Resident	\$ 600.00 per grave plus Adm. Fee

### Internment Costs

Monday – Friday (before 3:00pm)	\$ 300.00
Monday – Friday (3:00pm and after)	\$ 350.00
Saturday – Sunday	\$ 350.00
Cremation open & closing	\$ 150.00
Cremation open & closing (Weekends & 3:00pm and after)	\$ 200.00

### Markers

Single or Double	\$ 50.00
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Installation Fee is \$30 for reputable companies approved by the City of Graham

\*Installation Fee is waived for Veterans (Effective 9-7-99)



## Chemical Testing Fees

BOD	\$ 20.00
COD	\$ 15.00
Total solids	\$ 8.00
Suspended solids	\$ 8.00
Volatile solids	\$ 10.00
TKN	\$ 16.00
Oil & Grease	\$ 20.00
Phosphate total	\$ 15.00
MBAS	\$ 15.00
Ammonia	\$ 12.00
Setable solids	\$ 8.00
Turbidity	\$ 7.00
pH	\$ 4.00
Alkalinity	\$ 7.00
Acid	\$ 7.00
Arsenic	\$ 25.00
Cadmium	\$ 10.00
Copper	\$ 10.00
Cyanide	\$ 20.00
Chromium total	\$ 10.00
Lead	\$ 10.00
Mercury	\$ 25.00
Nickel	\$ 10.00
Silver	\$ 10.00
Zinc	\$ 10.00
Fecal coliform	\$ 11.00
E-coli Coliform MPN	\$ 15.00



# Development Fees

Development Ordinance Book	\$ 20.00
Engineering Review Fee	\$100.00 per lot
Planned Unit Development	\$100.00
Rezoning Request	\$100.00
Special Use Permit	\$100.00
Subdivision (more than 5 lots)	\$ 50.00
Subdivision (up to 5 lots)	\$ 25.00
Variance Request	\$100.00

# Inspection Fees

## Building Permit Fees

Minimum Permit Fee	\$ 20.00
\$3,000 - \$4,000	\$ 30.00
\$4,001- \$100,000	\$ 3.00 per additional thousand
\$100,000 – up	\$ 1.00 per additional thousand
Re-inspection fee	\$20.00

## Electrical Permit Fees

Minimum Permit Fee	\$ 20.00
Extra Trip	\$ 10.00 each trip
Re-inspection Fee	\$ 20.00
Mobile Home Park Spaces (1-5)	\$ 20.00
Mobile Home Park Spaces (Above 5)	\$ 3.00 per space
Mobile Home Park Spaces (Extra trip)	\$ 20.00
Signs	\$ 20.00
Billboards	\$ (based on service size)
Saw Service	\$ 20.00
Temporary Service for Construction site	\$ 20.00
Residential Service	
100 Amp	\$ 30.00
125 Amp	\$ 35.00
150 Amp	\$ 40.00
200 Amp	\$ 50.00
300 Amp	\$ 60.00
400 Amp	\$ 65.00
Commercial Service	
100 Amp	\$ 30.00
125 Amp	\$ 35.00
150 Amp	\$ 40.00
200 Amp	\$ 50.00
300 Amp	\$ 60.00
400 Amp	\$ 65.00
Each Additional Amp	\$ .05
Service Increase per Amp	\$ .20

## Heating and Air Conditioning Fees

Minimum Permit Fee	\$ 20.00
\$3,000 - \$4,000	\$ 30.00
\$4,001- \$100,000	\$ 3.00 per additional thousand
\$100,000 – up	\$ 1.00 per additional thousand
Re-inspection fee	\$20.00



Insulation Fees

Single Family Dwellings	\$ 20.00
Multi-Family Dwellings	\$ 10.00 per unit
Re-inspections	\$ 20.00

Plumbing Permits

First Fixture	\$ 20.00
Each Additional Fixture	\$ 3.00
Water Tap Non-sewer use	\$ 20.00
Re-inspection Fee	\$ 20.00

Mobile Homes

On site inspection for HUD labeled homes \$ 40.00

Miscellaneous Building Fees

ABC Inspection	\$ 50.00
Demolition of Building	\$ 20.00 plus \$100.00 cash bond
*Driveway Permit	\$ 20.00
Moving of Building	\$ 20.00 plus \$1,000.00 cash bond
Tanks (50-10,000 gallons)	\$ 20.00
Tanks (over 10,000 gallons)	\$ 1.00 per additional thousand gallon

\*Before any person shall cut or construct a driveway, such person shall apply to and secure from the City Building Inspector a permit to do so, and pay the applicable fee.

Construction Cost		Fee
\$ 1,000.00 --- \$ 2,000.00	\$ 20.00	
\$ 2,001.00 --- \$ 3,000.00	\$ 20.00	
\$ 3,001.00 --- \$ 4,000.00	\$ 30.00	
\$ 4,001.00 --- \$ 5,000.00	\$ 33.00	
\$ 5,001.00 --- \$ 6,000.00	\$ 36.00	
\$ 6,001.00 --- \$ 7,000.00	\$ 39.00	
\$ 7,001.00 --- \$ 8,000.00	\$ 42.00	
\$ 8,001.00 --- \$ 9,000.00	\$ 45.00	
\$ 9,001.00 --- \$ 10,000.00	\$ 48.00	
\$ 10,001.00 --- \$ 11,000.00	\$ 51.00	
\$ 11,001.00 --- \$ 12,000.00	\$ 54.00	
\$ 12,001.00 --- \$ 13,000.00	\$ 57.00	
\$ 13,001.00 --- \$ 14,000.00	\$ 60.00	
\$ 14,001.00 --- \$ 15,000.00	\$ 63.00	
\$ 15,001.00 --- \$ 16,000.00	\$ 66.00	
\$ 16,001.00 --- \$ 17,000.00	\$ 69.00	
\$ 17,001.00 --- \$ 18,000.00	\$ 72.00	
\$ 18,001.00 --- \$ 19,000.00	\$ 75.00	
\$ 19,001.00 --- \$ 20,000.00	\$ 78.00	
\$ 20,001.00 --- \$ 21,000.00	\$ 81.00	
\$ 21,001.00 --- \$ 22,000.00	\$ 84.00	
\$ 22,001.00 --- \$ 23,000.00	\$ 87.00	
\$ 23,001.00 --- \$ 24,000.00	\$ 90.00	
\$ 24,001.00 --- \$ 25,000.00	\$ 93.00	
\$ 25,001.00 --- \$ 26,000.00	\$ 96.00	
\$ 26,001.00 --- \$ 27,000.00	\$ 99.00	
\$ 27,001.00 --- \$ 28,000.00	\$ 102.00	
\$ 28,001.00 --- \$ 29,000.00	\$ 105.00	
\$ 29,001.00 --- \$ 30,000.00	\$ 108.00	
\$ 30,001.00 --- \$ 31,000.00	\$ 111.00	
\$ 31,001.00 --- \$ 32,000.00	\$ 114.00	
\$ 32,001.00 --- \$ 33,000.00	\$ 117.00	
\$ 33,001.00 --- \$ 34,000.00	\$ 120.00	
\$ 34,001.00 --- \$ 35,000.00	\$ 123.00	
\$ 35,001.00 --- \$ 36,000.00	\$ 126.00	
\$ 36,001.00 --- \$ 37,000.00	\$ 129.00	
\$ 37,001.00 --- \$ 38,000.00	\$ 132.00	
\$ 38,001.00 --- \$ 39,000.00	\$ 135.00	
\$ 39,001.00 --- \$ 40,000.00	\$ 138.00	
\$ 40,001.00 --- \$ 41,000.00	\$ 141.00	
\$ 41,001.00 --- \$ 42,000.00	\$ 144.00	
\$ 42,001.00 --- \$ 43,000.00	\$ 147.00	
\$ 43,001.00 --- \$ 44,000.00	\$ 150.00	
\$ 44,001.00 --- \$ 45,000.00	\$ 153.00	
\$ 45,001.00 --- \$ 46,000.00	\$ 156.00	
\$ 46,001.00 --- \$ 47,000.00	\$ 159.00	
\$ 47,001.00 --- \$ 48,000.00	\$ 162.00	
\$ 48,001.00 --- \$ 49,000.00	\$ 165.00	
\$ 49,001.00 --- \$ 50,000.00	\$ 168.00	

Construction Cost		Fee
\$ 50,001.00 --- \$ 51,000.00	\$ 171.00	
\$ 51,001.00 --- \$ 52,000.00	\$ 174.00	
\$ 52,001.00 --- \$ 53,000.00	\$ 177.00	
\$ 53,001.00 --- \$ 54,000.00	\$ 180.00	
\$ 54,001.00 --- \$ 55,000.00	\$ 183.00	
\$ 55,001.00 --- \$ 56,000.00	\$ 186.00	
\$ 56,001.00 --- \$ 57,000.00	\$ 189.00	
\$ 57,001.00 --- \$ 58,000.00	\$ 192.00	
\$ 58,001.00 --- \$ 59,000.00	\$ 195.00	
\$ 59,001.00 --- \$ 60,000.00	\$ 198.00	
\$ 60,001.00 --- \$ 61,000.00	\$ 201.00	
\$ 61,001.00 --- \$ 62,000.00	\$ 204.00	
\$ 62,001.00 --- \$ 63,000.00	\$ 207.00	
\$ 63,001.00 --- \$ 64,000.00	\$ 210.00	
\$ 64,001.00 --- \$ 65,000.00	\$ 213.00	
\$ 65,001.00 --- \$ 66,000.00	\$ 216.00	
\$ 66,001.00 --- \$ 67,000.00	\$ 219.00	
\$ 67,001.00 --- \$ 68,000.00	\$ 222.00	
\$ 68,001.00 --- \$ 69,000.00	\$ 225.00	
\$ 69,001.00 --- \$ 70,000.00	\$ 228.00	
\$ 70,001.00 --- \$ 71,000.00	\$ 231.00	
\$ 71,001.00 --- \$ 72,000.00	\$ 234.00	
\$ 72,001.00 --- \$ 73,000.00	\$ 237.00	
\$ 73,001.00 --- \$ 74,000.00	\$ 240.00	
\$ 74,001.00 --- \$ 75,000.00	\$ 243.00	
\$ 75,001.00 --- \$ 76,000.00	\$ 246.00	
\$ 76,001.00 --- \$ 77,000.00	\$ 249.00	
\$ 77,001.00 --- \$ 78,000.00	\$ 252.00	
\$ 78,001.00 --- \$ 79,000.00	\$ 255.00	
\$ 79,001.00 --- \$ 80,000.00	\$ 258.00	
\$ 80,001.00 --- \$ 81,000.00	\$ 261.00	
\$ 81,001.00 --- \$ 82,000.00	\$ 264.00	
\$ 82,001.00 --- \$ 83,000.00	\$ 267.00	
\$ 83,001.00 --- \$ 84,000.00	\$ 270.00	
\$ 84,001.00 --- \$ 85,000.00	\$ 273.00	
\$ 85,001.00 --- \$ 86,000.00	\$ 276.00	
\$ 86,001.00 --- \$ 87,000.00	\$ 279.00	
\$ 87,001.00 --- \$ 88,000.00	\$ 282.00	
\$ 88,001.00 --- \$ 89,000.00	\$ 285.00	
\$ 89,001.00 --- \$ 90,000.00	\$ 288.00	
\$ 90,001.00 --- \$ 91,000.00	\$ 291.00	
\$ 91,001.00 --- \$ 92,000.00	\$ 294.00	
\$ 92,001.00 --- \$ 93,000.00	\$ 297.00	
\$ 93,001.00 --- \$ 94,000.00	\$ 300.00	
\$ 94,001.00 --- \$ 95,000.00	\$ 303.00	
\$ 95,001.00 --- \$ 96,000.00	\$ 306.00	
\$ 96,001.00 --- \$ 97,000.00	\$ 309.00	
\$ 97,001.00 --- \$ 98,000.00	\$ 312.00	
\$ 98,001.00 --- \$ 99,000.00	\$ 315.00	
\$ 99,001.00 --- \$ 100,000.00	\$ 318.00	

\$ 100,001.00	-- \$ 101,000.00	\$ 319.00
\$ 101,001.00	-- \$ 102,000.00	\$ 320.00
\$ 102,001.00	-- \$ 103,000.00	\$ 321.00
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\$ 108,001.00	-- \$ 109,000.00	\$ 327.00
\$ 109,001.00	-- \$ 110,000.00	\$ 328.00
\$ 110,001.00	-- \$ 111,000.00	\$ 329.00
\$ 111,001.00	-- \$ 112,000.00	\$ 330.00
\$ 112,001.00	-- \$ 113,000.00	\$ 331.00
\$ 113,001.00	-- \$ 114,000.00	\$ 332.00
\$ 114,001.00	-- \$ 115,000.00	\$ 333.00
\$ 115,001.00	-- \$ 116,000.00	\$ 334.00
\$ 116,001.00	-- \$ 117,000.00	\$ 335.00
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\$ 118,001.00	-- \$ 119,000.00	\$ 337.00
\$ 119,001.00	-- \$ 120,000.00	\$ 338.00
\$ 120,001.00	-- \$ 121,000.00	\$ 339.00
\$ 121,001.00	-- \$ 122,000.00	\$ 340.00
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\$ 129,001.00	-- \$ 130,000.00	\$ 348.00
\$ 130,001.00	-- \$ 131,000.00	\$ 349.00
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\$ 149,001.00	-- \$ 150,000.00	\$ 368.00

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\$ 184,001.00	-- \$ 185,000.00	\$ 403.00
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\$ 186,001.00	-- \$ 187,000.00	\$ 405.00
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\$ 188,001.00	-- \$ 189,000.00	\$ 407.00
\$ 189,001.00	-- \$ 190,000.00	\$ 408.00
\$ 190,001.00	-- \$ 191,000.00	\$ 409.00
\$ 191,001.00	-- \$ 192,000.00	\$ 410.00
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\$ 196,001.00	-- \$ 197,000.00	\$ 415.00
\$ 197,001.00	-- \$ 198,000.00	\$ 416.00
\$ 198,001.00	-- \$ 199,000.00	\$ 417.00
\$ 199,001.00	-- \$ 200,000.00	\$ 418.00

\$ 200,001.00	-- \$ 201,000.00	\$ 419.00
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\$ 205,001.00	-- \$ 206,000.00	\$ 424.00
\$ 206,001.00	-- \$ 207,000.00	\$ 425.00
\$ 207,001.00	-- \$ 208,000.00	\$ 426.00
\$ 208,001.00	-- \$ 209,000.00	\$ 427.00
\$ 209,001.00	-- \$ 210,000.00	\$ 428.00
\$ 210,001.00	-- \$ 211,000.00	\$ 429.00
\$ 211,001.00	-- \$ 212,000.00	\$ 430.00
\$ 212,001.00	-- \$ 213,000.00	\$ 431.00
\$ 213,001.00	-- \$ 214,000.00	\$ 432.00
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\$ 215,001.00	-- \$ 216,000.00	\$ 434.00
\$ 216,001.00	-- \$ 217,000.00	\$ 435.00
\$ 217,001.00	-- \$ 218,000.00	\$ 436.00
\$ 218,001.00	-- \$ 219,000.00	\$ 437.00
\$ 219,001.00	-- \$ 220,000.00	\$ 438.00
\$ 220,001.00	-- \$ 221,000.00	\$ 439.00
\$ 221,001.00	-- \$ 222,000.00	\$ 440.00
\$ 222,001.00	-- \$ 223,000.00	\$ 441.00
\$ 223,001.00	-- \$ 224,000.00	\$ 442.00
\$ 224,001.00	-- \$ 225,000.00	\$ 443.00
\$ 225,001.00	-- \$ 226,000.00	\$ 444.00
\$ 226,001.00	-- \$ 227,000.00	\$ 445.00
\$ 227,001.00	-- \$ 228,000.00	\$ 446.00
\$ 228,001.00	-- \$ 229,000.00	\$ 447.00
\$ 229,001.00	-- \$ 230,000.00	\$ 448.00
\$ 230,001.00	-- \$ 231,000.00	\$ 449.00
\$ 231,001.00	-- \$ 232,000.00	\$ 450.00
\$ 232,001.00	-- \$ 233,000.00	\$ 451.00
\$ 233,001.00	-- \$ 234,000.00	\$ 452.00
\$ 234,001.00	-- \$ 235,000.00	\$ 453.00
\$ 235,001.00	-- \$ 236,000.00	\$ 454.00
\$ 236,001.00	-- \$ 237,000.00	\$ 455.00
\$ 237,001.00	-- \$ 238,000.00	\$ 456.00
\$ 238,001.00	-- \$ 239,000.00	\$ 457.00
\$ 239,001.00	-- \$ 240,000.00	\$ 458.00
\$ 240,001.00	-- \$ 241,000.00	\$ 459.00
\$ 241,001.00	-- \$ 242,000.00	\$ 460.00
\$ 242,001.00	-- \$ 243,000.00	\$ 461.00
\$ 243,001.00	-- \$ 244,000.00	\$ 462.00
\$ 244,001.00	-- \$ 245,000.00	\$ 463.00
\$ 245,001.00	-- \$ 246,000.00	\$ 464.00
\$ 246,001.00	-- \$ 247,000.00	\$ 465.00
\$ 247,001.00	-- \$ 248,000.00	\$ 466.00
\$ 248,001.00	-- \$ 249,000.00	\$ 467.00
\$ 249,001.00	-- \$ 250,000.00	\$ 468.00

\$ 250,001.00	-- \$ 251,000.00	\$ 469.00
\$ 251,001.00	-- \$ 252,000.00	\$ 470.00
\$ 252,001.00	-- \$ 253,000.00	\$ 471.00
\$ 253,001.00	-- \$ 254,000.00	\$ 472.00
\$ 254,001.00	-- \$ 255,000.00	\$ 473.00
\$ 255,001.00	-- \$ 256,000.00	\$ 474.00
\$ 256,001.00	-- \$ 257,000.00	\$ 475.00
\$ 257,001.00	-- \$ 258,000.00	\$ 476.00
\$ 258,001.00	-- \$ 259,000.00	\$ 477.00
\$ 259,001.00	-- \$ 260,000.00	\$ 478.00
\$ 260,001.00	-- \$ 261,000.00	\$ 479.00
\$ 261,001.00	-- \$ 262,000.00	\$ 480.00
\$ 262,001.00	-- \$ 263,000.00	\$ 481.00
\$ 263,001.00	-- \$ 264,000.00	\$ 482.00
\$ 264,001.00	-- \$ 265,000.00	\$ 483.00
\$ 265,001.00	-- \$ 266,000.00	\$ 484.00
\$ 266,001.00	-- \$ 267,000.00	\$ 485.00
\$ 267,001.00	-- \$ 268,000.00	\$ 486.00
\$ 268,001.00	-- \$ 269,000.00	\$ 487.00
\$ 269,001.00	-- \$ 270,000.00	\$ 488.00
\$ 270,001.00	-- \$ 271,000.00	\$ 489.00
\$ 271,001.00	-- \$ 272,000.00	\$ 490.00
\$ 272,001.00	-- \$ 273,000.00	\$ 491.00
\$ 273,001.00	-- \$ 274,000.00	\$ 492.00
\$ 274,001.00	-- \$ 275,000.00	\$ 493.00
\$ 275,001.00	-- \$ 276,000.00	\$ 494.00
\$ 276,001.00	-- \$ 277,000.00	\$ 495.00
\$ 277,001.00	-- \$ 278,000.00	\$ 496.00
\$ 278,001.00	-- \$ 279,000.00	\$ 497.00
\$ 279,001.00	-- \$ 280,000.00	\$ 498.00
\$ 280,001.00	-- \$ 281,000.00	\$ 499.00
\$ 281,001.00	-- \$ 282,000.00	\$ 500.00
\$ 282,001.00	-- \$ 283,000.00	\$ 501.00
\$ 283,001.00	-- \$ 284,000.00	\$ 502.00
\$ 284,001.00	-- \$ 285,000.00	\$ 503.00
\$ 285,001.00	-- \$ 286,000.00	\$ 504.00
\$ 286,001.00	-- \$ 287,000.00	\$ 505.00
\$ 287,001.00	-- \$ 288,000.00	\$ 506.00
\$ 288,001.00	-- \$ 289,000.00	\$ 507.00
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\$ 482,001.00	-- \$ 483,000.00	\$ 701.00
\$ 483,001.00	-- \$ 484,000.00	\$ 702.00
\$ 484,001.00	-- \$ 485,000.00	\$ 703.00
\$ 485,001.00	-- \$ 486,000.00	\$ 704.00
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\$ 489,001.00	-- \$ 490,000.00	\$ 708.00
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\$ 496,001.00	-- \$ 497,000.00	\$ 715.00
\$ 497,001.00	-- \$ 498,000.00	\$ 716.00
\$ 498,001.00	-- \$ 499,000.00	\$ 717.00
\$ 499,001.00	-- \$ 500,000.00	\$ 718.00

## Labor and Equipment Fees

Superintendent	\$ 20.00
Equipment Operator or Labor Supervisor	\$ 15.00
All Other Labor	\$ 12.00
Motor Grader	\$ 35.00
Track Loader	\$ 35.00
Rubber Tired Loader	\$ 30.00
Tandem Dump Truck	\$ 25.00
Dump Truck	\$ 15.00
Roller	\$ 15.00
Tractor	\$ 18.00
Tack Distributor	\$ 10.00
Backhoe	\$ 30.00
Air Compressor	\$ 10.00
Snowplow	\$ 10.00
Pickup Truck	\$ 8.00
Sweeper	\$ 20.00
Flusher	\$ 15.00
Low Boy Trailer	\$ 15.00
Leaf Picker & Chipper	\$ 20.00
Chainsaw, Concrete saw and Tamp	\$ 5.00
Grinder and Line remover	\$ 12.00
Paint Gun	\$ 8.00
Bush Hog	\$ 10.00
Sewer Roder	\$ 15.00
Boring Machine	\$ 15.00
CL12 Taping Machine	\$ 12.00
Pumps, other taping machine and other small equipment	\$ 5.00
Bucket Truck	\$ 30.00
Paver	\$ 20.00
Cement Mixer	\$ 5.00
Straw Blower	\$ 5.00
Utility Trailer	\$ 10.00
Sewer Jet Machine	\$ 15.00
Welding/Generator trailer	\$ 10.00
T.V. inspection Camera	\$ 15.00
Skid Steer Loader	\$ 20.00
Hydraulic Breaker	\$ 10.00

\* All rates are per hour

\*\* Any labor performed after hours, on weekends or holidays will be billed at time plus ½ hour.

\*\*\*Any other equipment is based on current contractual rental rates



## Miscellaneous Fees

Auto Mileage Reimbursement	Current USGA rate for POV mileage reimbursement <a href="http://www.gsa.gov">www.gsa.gov</a> .
Bad Check Penalty	\$ 25.00
Blue Print Copy (11x17)	\$ .50 per copy
Blue Print Copy (18x24)	\$ .75 per copy
Blue Print Copy (34x44)	\$ 1.00 per copy
Cement Catch Basin Cover	\$ 50.00
Copy Fee	\$ .25 per copy
Faulty Burglar Alarm (Sec. 2-211(c))	\$ 25.00 (after 2 faulty alarms during 2 calendar months.)
Faulty Fire Alarms (Sec. 2-246(d))	\$ 25.00 (after 2 faulty alarms during 2 consecutive months.)
Firemen's Compensation	\$ 9.00 per call/meeting or training plus \$1.00 to Graham FD Supplemental Retirement.
*Fingerprinting for public	\$ 3.00
Notice of Attachment and Garnishment	\$ 5.00 (GS-105-368)
Sign Damage Fees	
Weight Limit	\$ 10.00
City Limit Sign	\$ 25.00
Stop Sign	\$ 17.00
Yield Sign	\$ 15.00
Speed Limit Sign	\$ 10.00
No Parking Sign	\$ 5.00
2-Hour Parking Sign	\$ 5.00
Stop for Pedestrian Sign	\$ 50.00
Crossbow Street Sign	\$ 7.50
Slow Children Playing	\$ 10.00
Post	\$ 10.00
Labor	\$ minimum one man/one hour charge
Solicitation Fee	\$ 50.00 (Amended 12-1-09)
Street Signs (City style for private streets)	\$ 150.00 complete set with 2 blades, poles, bracket, cap and install
Street Signs (City style for private streets)	\$ 85.00 sign set only, no pole or installation
Solicitors/Canvassers Permit	\$ 25.00 (Sec. 6-70)
Street Cuts (over 4x5)	\$ 2.00 per square foot
Street Cuts (up to 4x5 - 20 sq.ft.)	\$ 40.00 minimum
Taxi Driver Permit	\$ 1.00 (Sec. 6-162)
Topographic Diskette with one Sheet	\$ 25.00 map
Topographic map blueprint	\$ 10.00 map
Topographic maps disk of Graham & Burlington	\$ 600.00
Trimming City Owned Trees Bond	\$50,000.00 Property Damage
Trimming City Owned Trees Bond:	\$ 50.00 Personal Injury
Trimming City Owned Trees:	\$ 15.00 (Sec. 10-63)

\*For identification only, no charge will be made for children 12 years old and younger.



## Officials' Compensation

Mayor	\$692.00 per month
City Council Member	\$425.00 per month
City Attorney	\$100.00 per month retainer



**CITY OF GRAHAM RECREATION AND PARKS DEPARTMENT  
FEES, CHARGES AND RULES POLICY MANUAL**

**DIVISION 1: GENERAL**

**Section 1-1 Statement of Need**

It is the responsibility of the City of Graham Recreation and Parks Department (GRPD) to offer a comprehensive program and to provide public parklands and facilities. Due to the heavy demands for new and expanded services, as well as an increase in operating expenses, it has become necessary to adopt a sound and consistent policy to guide the search and generation of supplementary revenues to tax dollars.

**Section 1-2 Statement of Philosophy**

The basic philosophy of the Graham Recreation and Parks Department is to offer year round diversified recreation services, ensuring all citizens have equal opportunity of participation. However, since the demand upon the GRPD is greater than the public's ability to appropriate public funds to support that demand, it becomes necessary to charge fees and pursue other supplementary revenues and resources.

Fees and charges for GRPD services will provide only one source of finance for the Department. Fees and charges will be thoroughly evaluated prior to their adoption into the fiscal matrix supporting public parks and recreation services; a matrix which includes general fund appropriations, contractual receipts, grants-in-aid, and special gifts and donations. Fees and charges will supplement these resources, neither replacing nor used to diminish the government's responsibility to provide public open space and leisure opportunities. Rather, fees and charges will be viewed as a method to expand and to continue to provide basic services on an equitable basis. The general benefit of services made possible through fees and charges must exceed any detriment imposed by the fees, and must be practical and economical.

**DIVISION 2: FEES AND CHARGES**

**Section 2-1 Basic Services**

The Graham Recreation and Parks Department will continue to provide basic recreation and park services at no charge in order to protect and conserve natural and historical properties and to promote the physical and mental well being of its citizens.

Public funds will be used to acquire, improve and manage all parkland and recreation facilities whenever possible. No fees shall be charged to City of Graham Residents for entrance into neighborhood parks, comfort stations, playgrounds, greenways and trails.

Fees will not be charged for any program unless that program would not otherwise be available.

## Section 2-2 General Guidelines

- (1) Charging fees is an equitable method of recovering a portion or all costs specified for an individual's recreational services.
- (2) Rental fees will be charged for the privilege of exclusively using tangible public property without consuming or injuring it in any way.
- (3) User fees may be charged for the use of a high cost facility or participation in an expensive activity.
- (4) Vending and exhibitor permits may be required for certain special events.
- (5) Special services fees will be charged for supplying commodities, activities or services.
- (6) Admission fees will be charged to attend special performances or events which require equipment, extra supervisory and maintenance personnel, or where profits are used to extend the activity.
- (7) Charging fees also may serve an independent function to ration limited activities, aid in discipline or control and promote respect for an activity.
- (8) Parking fees may be charged for special/holiday events to prevent overcrowding, to prevent subsequent damage to meadows and roadways, to minimize vandalism and/or to provide additional patron safety.
- (9) Check Policy - All checks should be made payable to the GRPD. A \$25 service charge will be assessed by the City of Graham for all checks returned by the bank. Cash will be required for subsequent payments on any "insufficient funds" account.
- (10) Refund Policy - With all refunds, patrons will be charged a \$10 administrative fee. After authorization, a check will be issued within 30 days so there is minimum inconvenience to our patrons.
  - a. Facility Rental - The following schedule will be used to determine refunds for facility rentals.

Cancellation 30 days prior to event.....	100% refund
Cancellation less than 30 days, but 14 or more.....	.50% refund
Cancellation less than 14 days, but 7 or more.....	.25% refund
Cancellation less than 7 days.....	No refund
  - b. Park Shelters - Refunds will not be issued unless the reservation is cancelled within seven (7) business days of the reservation date. Refunds will not be issued due to inclement weather; however, if requested, the GRPD will attempt to reschedule the reservation at a later date at no additional cost.
  - c. General Programs - Total refunds will be given without question prior to the start of a program. After the program has begun, a refund will be given only for medical or unavoidable circumstances and/or upon director approval. All programs cancelled by the GRPD due to unforeseen circumstances or inclement weather will be rescheduled or a refund will be given in a prompt manner.
  - d. Summer Day Camp - 100% refund will be given for cancellations made two weeks prior to the first day of camp. 50% refund will be given for cancellations made less

than two weeks prior to the first day of camp. No refund will be given for cancellations made on or after the first day of camp.

- e. Athletics - No refunds will be given two weeks after registration closes. Refunds will only be given for medical or unavoidable circumstances and/or upon director approval.
- (11) Program fees will be evaluated each year and adjusted if necessary. Fees will be determined by recommendations from the Recreation and Parks Staff and Director followed with Graham Recreation Commission's recommendation to City Council and final approval by Graham's City Council.

### **Section 2-3 Recovering Partial Costs**

- (1) The public will be charged user fees, special services fees, sales fees and/or rental fees for special services and facilities based on the costs associated with the extra service, or upon a specified percentage of all direct costs.
- (2) Fees will recover the exact costs or a percentage of direct costs for special events, facilities and services when:
  - a. The cost per use hour of the service is high;
  - b. The activity uses consumable material;
  - c. The service requires a facility with high capital, operating or maintenance costs;
  - d. The activity requires special preparation or clean-up;
  - e. The activity requires special instruction at extra cost;
  - f. The service is extended beyond the normal operation.
- (3) Special services include but are not limited to organized adult athletics, instructional youth programs, tournaments and youth out-of-town outings.
- (4) Special facilities include but are not limited to one-time room rentals, lighted ball fields and tennis courts, picnic shelters and rental equipment. Exact rates will be set each year and published in the Fee Schedule.

### **Section 2-4 Recovering Direct Costs**

- (1) Direct operation costs will include all transportation, lodging, part-time personnel necessary to conduct the program, rental facilities, purchase equipment and supplies and utility costs directly related to the program.
- (2) Programs that will recover direct costs include but are not limited to after school daycare, adult instructional classes, out-of-town trips and tours and adult athletics.
- (3) The established fee for co-sponsored fundraising programs with other public agencies or volunteer organizations shall cover the Department's contribution to the direct costs of offering the activity.

- (4) When not in use for a Department sponsored activity; organizations and the general public may rent designated areas, facilities and equipment.
- (5) Equipment rental rates will be based on original cost and depreciation.

## **Section 2-5 Recovering All Costs plus Surplus**

Upon approval of the Graham Recreation and Parks Director, public property may be used by closed membership groups and proprietary or commercial groups who want to use public property for financial gain or profit. The fee charged for use of public park land and facilities will be comparable to the prevailing commercial rates, or must recover all costs to the Department, whichever is greater. An additional fee will be charged for the privilege of conducting private business on public property.

- (1) Commercial or promotional activities on park land will be permitted only when they are clearly not in conflict with ongoing GRPD sponsored programs; or if the program can be conducted without any restriction of public use for a reasonable period of time.
- (2) Commercial or promotional activities in GRPD facilities will be authorized only if they provide a positive public service and meet a legitimate public need.
- (3) Commercial or promotional use of public facilities including use of public names of structures will not be authorized if such use constitutes an expressed or implied endorsement of commercial products, services or activities.
- (4) Sponsors of profit-making, commercial activities conducted on park property are required to show evidence of comprehensive general liability insurance sufficient to protect themselves from any potential incidents.
- (5) The sponsors of profit making, commercial activities conducted on park property must pay the prevailing rate.
  - a. Within thirty days after a commercial or promotional activity, an itemized list of all income associated with an event must be given to the Director.
  - b. The Director, in advance of the event, may require a deposit.

## **Section 2-6 Differential Fees: Special Situations and Groups**

- (1) Consistent with the GRPD philosophy of ensuring all citizens equal opportunity to participate in recreation, this policy recognizes that paying fees may result in inequities for certain individuals, groups or situations. Therefore, the Department's policy will be flexible and will be implemented according to the following guidelines:
  - a. Due to the fixed income of many residents over the age of 55 special rates shall be determined for a facility or program on a case-by-case basis and shall be incorporated into the fee schedule for that facility or program for senior residents.
  - b. A system of reduced rates shall be available to residents who by virtue of a permanent handicap are financially disabled or restricted in wage earning ability. These reduced user fees shall be the same as those established by the Department for senior citizens.

- c. Graham residents living on a limited or reduced income, considered below the area minimum wage based on a 40-hour workweek, may be considered for reduced user fees the same as senior citizens.
  - d. Residents in the categories above must be able to substantiate, to the GRPD Director, proof of age or financial need, whichever is appropriate. All information provided will be confidential and used only for the purpose of establishing eligibility for reduced fees. Residents meeting these requirements will be issued a pass card indicating entitlement to reduced user fees. The cards will be signed by the Director and will indicate the date of expiration.
- (2) Because children are not financially independent, regardless of their parent's income, GRPD will offer reduced rates for children ages 16 and under at revenue producing facilities and for those programs which do charge children a fee.
- (3) Many non-residents use GRPD's facilities and services, but make no tax contributions to help support these services. It is not equitable for the citizens of these adjoining units to enjoy the facilities or services while City of Graham residents are taxed for its maintenance and operation. Therefore, it is reasonable to incorporate into the fees and charges policy, discount resident fees for admissions, registrations and user fees. Thus, visitors and residents together will help maintain facilities and services and provide funds for continued expansion and proper staffing.

To receive the Graham resident discount, participants must present proof of residency at time of registration. A resident of Graham will be considered one who pays City of Graham taxes.

- (4) The GRPD in conjunction with the Graham Optimist Club has established a scholarship program for eligible Graham residents. Applicants must be: a) a Graham resident, b) enrolled in an Alamance-Burlington School System school, c) enrolled in a local charter school or d) a registered home-school student AND currently receiving assistance from a government need-based service (i.e. reduced/free lunch, WIC or Section 8 Housing). Applicants should complete the scholarship form and present proper documentation of assistance from a government agency within the formal registration period. Complete applications will be approved/denied by the GRPD Director or appointee. Participants are limited to three (3) applications per year and become ineligible if receiving other assistance for GRPD programs. Once a scholarship is granted, the participant must attend 80% of program. Failure to meet scholarship requirements will result in termination of benefits and placement on ineligible status for one (1) year.

## DIVISION 3: YOUTH ATHLETICS

### **Section 3-1 Registration**

The Graham Recreation and Parks Department offers the following athletic programs: football, cheerleading for football, outdoor soccer, basketball, baseball, softball, T-ball and volleyball. A minimal fee will be charged for youth athletic programs. This fee will provide coverage by the City of Graham throughout the specified playing season.

All participants must register at the Graham Recreation Center or online at <http://www.grahamrecreationandparks.com> during the designated registration period.

<u>Athletic Fees</u>	<u>Football</u>	<u>Cheerleading for Football</u>
General Fee: \$30	General Fee: \$40	All Participants: \$85
Graham Residents: \$15 (excludes football & cheerleading)	Graham Residents: \$20	

A multiple child discount will be available to Graham residents for children in the same household. The first child will be charged the full fee, the second child will be charged 75% of full fee and three or more children will each be charged 50% of full fee.

If space permits, late registrations will be accepted with a late charge of \$20 added to General fees and \$10 added to Graham Resident fees.

Scholarships are available for athletic programs. Applicants must complete the process outlined in Sec. 2-6-4.

### **Section 3-2 Draft Procedure**

All new participants are entered into a draft lottery and placed on teams. Returning participants may return to the team he/she was on the previous season. Special considerations and coaching preferences are not guaranteed.

### **Section 3-3 Volunteer Coaches**

- (1) All potential coaches of youth athletic teams must complete the Volunteer Youth Coach Application Form and submit the form to the GRPD. The City of Graham Police Department will complete a background check and the GRPD will either accept or reject the application based upon the background check.
- (2) The following are standards for youth volunteer coaches in GRPD related athletic activities. The Department will deny an individual the right to coach youth athletics based on the following convictions:
  - a. Any felony conviction within the last fifteen (15) years;
  - b. Any serious misdemeanor conviction within the last ten (10) years;
  - c. Any narcotic drug law offense within the last five (5) years;
  - d. Two or more alcohol related convictions within the last five (5) years;
  - e. Violation of domestic abuse or child abuse laws;
  - f. Conviction of any charge involving an offense committed against the welfare of a juvenile;
  - g. Numerous law enforcement responses to problems at the home;
  - h. Convictions of an offense related to sex or sexual misconduct;
  - i. Aberrant behavior that presents a potential danger to self and others.
- (3) A Volunteer Youth Coach, including head coach and assistant coach, is limited to the number of teams he/she may coach during an athletic season. A person may help coach two (2) teams

during any youth athletic season; with the exception of football, in which a volunteer may help coach only one (1) team.

### **Section 3-4 Code of Ethics for Parents**

- (1) While registering a child in a GRPD Youth Athletic Program, a parent/guardian must sign the Code of Ethics for Parents. Parents/Guardians are required to accept and carry out each aspect of the Code of Ethics. Failure to do so may result in banishment from all Graham Youth Athletic events.

## **DIVISION 4: ADULT ATHLETICS**

### **Section 4-1 General**

- (1) Adult athletics program fees are based upon the cost of the officials, facilities, equipment and staff, plus any extra costs incurred to organize and maintain the sport/function. An extra 6% will be charged to cover the Graham Recreation and Parks Department's staff expense. The participant or a sponsoring organization will pay all adult costs to allow the program to operate.

### **Section 4-2 Programs**

- (1) No programs are currently offered.

## **DIVISION 5: CLASSES AND PROGRAMS**

Scholarships are available for select classes and programs. Applicants must complete the process outlined in Sec. 2-6-4.

### **Section 5-1 Open Play**

- (1) Open play is open gym time when the general public may play basketball at the Graham Recreation Center. Programs offered by the Graham Recreation and Parks Department will take precedent over open play. Open play may be canceled at any time by the supervising staff.
- (2) Users must sign in at the front office prior to entering the gym.
- (3) Fees
  - a. Free for children ages 13 and under
  - b. \$1.00 for ages 14-54
  - c. Free for ages 55+

## Section 5-2 Weight Room

- (1) Use of the Graham Recreation Center weight room is limited to those 16 and over. All users must follow rules as posted by the Center Supervisor. Those under the age of 18 require parental/guardian consent.
- (2) Users must sign in at the front office prior to entering the weight room.
- (3) No child under age 16 is allowed in the weight room.
- (4) Fees
  - a. \$1.00 for ages 16-54
  - b. Free for ages 55+

## Section 5-3 Long Term Facility Use Passes

- |                                 |                  |
|---------------------------------|------------------|
| (1) Weight Room and Open Play   | One (1) year     |
| a. General Public (ages 16-54)  | \$100            |
| b. Graham Resident (ages 16-54) | \$75             |
| c. Senior (ages 55+)            | FREE             |
| <br>                            |                  |
| (2) Weight Room and Open Play   | Six (6) Months   |
| a. General Public (16-54)       | \$55             |
| b. Graham Resident (16-54)      | \$40             |
| c. Senior (55+)                 | FREE             |
| <br>                            |                  |
| (1) Weight Room and Open Play   | Three (3) Months |
| a. General Public (16-54)       | \$40             |
| b. Graham Resident (16-54)      | \$25             |
| c. Senior (55+)                 | FREE             |
| <br>                            |                  |
| (2) Open Play                   | One (1) Year     |
| a. General Public (16-54)       | \$50             |
| b. Graham Resident (16-54)      | \$30             |
| c. Senior (55+)                 | FREE             |

## Section 5-4 Classes

- (1) All class instructors will: a) become City of Graham part-time employees and will be subject to all employee policies set by the City or b) rent the facility hosting the class for the entire class time.
- (2) Any person interested in creating a class must complete an Instructor's Contract and submit a detailed proposal to the GRPD for review.
- (3) Instructors may be issued a key to certain facilities depending on length and time of day of the class. Keys may be revoked from instructors at any time for any reason by the GRPD administration.

(4) Class instructors will set fees for the class with recommendations from the GRPD.

### Section 5-5 Summer Day Camp

Summer Day Camp operates as a nine-week summer program on a schedule of Monday - Friday, 7:00a - 5:30p. The camp is open to children who have completed grades K-8. All participants must register at the Graham Recreation Center or online at [www.grahamrecreationandparks.com](http://www.grahamrecreationandparks.com) during the designated period. All groups have limited availability.

(1) Playtime Camp fees for nine (9) week program

- a. First Child \$565
- b. Second Child \$540
- c. Third Child \$515
- d. Weekly rate \$ 70 limited to two (2) campers in all groups except K-1
- e. *Fun Day* Daily Rate \$ 17 only available on designated dates during the summer on which camp is closed - limited to first 45 campers.

(Payment of day camp fees for nine week program does not enroll a camper into the *Fun Day* program.)

(2) Playtime Camp discount fees for Graham Residents (nine {9} weeks)

- a. First Child \$440
- b. Second Child \$415
- c. Third Child \$390
- d. Weekly Rate \$ 55 limited to two (2) campers in all groups except K-1
- e. *Fun Day* Daily Rate \$ 13 only available on designated dates during the summer on which camp is closed - limited to first 45 campers.

(Payment of day camp fees for nine week program does not enroll a camper into the *Fun Day* program.)

(3) Hi-Octane Camp fees (nine {9} weeks)

- a. General Public \$635
- b. Resident discount \$510
- c. Weekly rate - No weekly rate available
- d. *Fun Day* Daily Rate - Refer to appropriate rates listed in the Playtime Camp fee structure for Residents/Non-Residents.

(4) Day Camp Refund Policy - Refer to Section 2-2-9c

### Section 5-6 All Other Programs

(1) Fees for all other programs operated by the GRPD will be determined by recommendations from Department Staff and Director followed with Graham Recreation Commission's recommendation to City Council and final approval by Graham's City Council.

## DIVISION 6: FACILITY RENTALS

### Section 6-1 Athletic Fields

All fields owned/operated by the Graham Recreation and Parks Department are available for rent. All interested parties must complete the Field Reservation Rental Contract. All reservations are made/approved by the Recreation Director and/or Athletic Supervisor.

#### (1) Field Rules

- a. All field reservations must be paid within seven (7) business days the rental. If not paid within seven (7) days, the reservation will be cancelled. The GRPD is not responsible for items mailed to/from Recreation Offices.
- b. Fields cannot be occupied before or after the allotted time reserved.
- c. All trash and debris must be picked up and placed in the waste receptacles by renter's party.
- d. All reservations are subject to cancellation in the event a GRPD sanctioned or sponsored event is scheduled or rescheduled to the reserved time slot. Notice of field reservation rescheduling or cancellation will be given in a prompt manner and refunds will be given as necessary.
- e. The Renter assumes responsibility for all claims, damages or actions arising out of his/her use of the facility, and further agrees to indemnify and hold the City of Graham harmless from any such actions and charges.
- f. The Renter will be subject to any and all City Ordinances and State Laws regarding alcoholic beverages, drugs, gambling, firearms, etc., in addition to GRPD Policies and Procedures.
- g. The Renter shall be liable for any loss, damage or injury sustained by any person what so ever, and by reason of the negligence of that person to whom such permit is issued.
- h. The GRPD reserves the right and authority to deny or revoke any reservation.
- i. The facility will not be used for commercial use by any individual or organization for private gain.

#### (2) Fees

- |                         |                 |
|-------------------------|-----------------|
| a. Rental of Field      | \$15/hr         |
| b. Lining of Field      | \$15 per lining |
| c. Light Usage          | \$24/hr         |
| d. PA System/Scoreboard | \$20/day        |
| e. Staff Supervision    | \$15/hr         |

(The Staff Supervision fee may be waived for full-time City of Graham employees upon approval of the Recreation Director.)

### Section 6-2 Maple Street Center for Performing Arts

The Maple Street Center for Performing Arts operated by the Graham Recreation and Parks Department is available for rent. All interested parties must complete the Maple Street Center for Performing Arts Rental Contract. All reservations are made/approved by the Recreation Director and/or the Maple Street Center Supervisor.

(1) Center Rules

- a. The Renter of the facility is responsible for general clean up, including restrooms and trash disposal after use of the facility.
- b. The Renter accepts responsibility for returning tables and chairs to the proper location. GRPD staff is not responsible for moving tables and chairs.
- c. The Renter shall replace damaged, destroyed, lost or stolen equipment.
- d. The Renter assumes responsibility for all claims, damages or actions arising out of his/her use of the facility, and further agrees to indemnify and hold the City of Graham and its employees harmless from any such actions and charges.
- e. The Renter will be subject to any and all City Ordinances and State Laws regarding alcoholic beverages, drugs, gambling, firearms, etc., in addition to GRPD Policies and Procedures.
- f. The Renter shall be liable for any loss, damage or injury sustained by any person(s), by reason of the negligence of that person to whom such permit is issued.
- g. The GRPD reserves the right and authority to deny or revoke any reservation upon finding a violation of any rule or regulation or upon good cause shown.
- h. The facility shall be used for recreational purposes only deemed appropriate by the City of Graham.
- i. There is a \$50.00 refundable cleaning deposit due upon signing the rental contract.
- j. A \$10.00 administration fee will be charged for cancellation.
- k. All fees must be paid within 7 business days of the activity. Reimbursement of the cleaning deposit will be made through the mail after satisfactory inspection of the facility.
- l. All refunds follow GRPD's Fees and Charges Policy. (Sec. 2-2)

(2) Fees:

- a. General Public \$45/hr
- b. Graham Resident \$30/hr
- c. Staff Supervision - An additional staff hour (\$15) will be added to all reservations for staff preparations. The Staff Supervision fee may be waived for full-time City of Graham employees upon approval of the Recreation Director.
- d. Cleaning Deposit \$50 (refundable)

(3) Programs and Classes

- a. GRPD programs/classes - Programs and classes sponsored by the GRPD will be reviewed on an individual basis with respect to the assignment of keys. Consideration will be based on the following criteria:
  - i. Longevity of the program
  - ii. Content of the classes
- b. ACC classes - Alamance Community College will be given the responsibility and liability of monitoring keys to the Maple St. Center. Keys to the Maple St. Center will be given to Administration which in turn will assign keys to class instructors

## Section 6-3 Graham Recreation Center

### (1) Center Rules

- a. Renters must abide by the City and State Laws and Ordinances regarding alcoholic beverages, drugs, gambling, firearms, destruction of property, disorderly conduct, littering, advertisements, disobeying signs and instructions, soliciting, selling or parking regulations. No concealed weapons will be allowed on premises.
- b. The Renter of the facility is responsible for general clean up, including restrooms, after use of the facility.
- c. The Renter accepts responsibility for returning tables and chairs to the proper location. GRPD is not responsible for moving tables and chairs.
- d. The Renter shall replace damaged, destroyed, lost or stolen equipment.
- e. The Renter assumes responsibility for all claims, damages or actions arising out of his/her use of the facility, and further agrees to indemnify and hold the City of Graham harmless from any such actions and charges.
- f. The facility will not be used for commercial use by any individual or organization for private gain.
- g. The GRPD reserves the right and authority to deny or revoke any reservation.

### (2) Reservation Policy

- a. The Center Supervisor must approve all rental spaces and dates. Final approval will be given only after a completed application and a deposit of 50% of the total fee is received.
- b. If a cancellation occurs, a \$10 administrative fee will be charged. The deposit minus the administrative fee will be returned through the mail.
- c. Full payment is due no later than seven (7) business days before the date of the rental. If full payment is not received, the space and time will be made available to others.
- d. A Cleaning Deposit of \$50 will be added to the total fees for each rental. This deposit will be returned by mail upon satisfactory inspection of the facilities by the Center Supervisor after the rental.

### (3) Activity Room Fees

- a. Scheduled in 4-hour time slots (10a-2p, 2p-6p, 6p-10p). All rates are for 4 hours.
- b. Room #1 (Multi-Purpose)      General \$120      Graham Resident \$60
- c. Room #2 w/ Kitchen      General \$120      Graham Resident \$60
- d. Room #1 and Room #2      General \$160      Graham Resident \$80
- e. The Center Supervisor may add additional hours at a pro-rated fee upon approval.

### (4) Gym Facility Fees

- a. Gym #1 (Full Gym)      General \$50/hr      Graham Resident \$25/hr
- b. Gym #2 (Half Gym)      General \$40/hr      Graham Resident \$20/hr

### (5) Supervisory Staff Fees

- a. If facilities are reserved after normal operating hours, there will be a \$15/hr. staff fee. An additional hour will be added to all reservations for staff preparations.
- b. Supervisory fee may be waived for City of Graham full-time employees upon the approval of the GRPD Director or Graham Recreation Center Supervisor.

## Section 6-4 Graham Civic Center

The Graham Civic Center operated by the Graham Recreation and Parks Department is available for rent. All interested parties must complete the Graham Civic Center Rental Contract. All reservations are made/approved by the GRPD Director and/or Graham Civic Center Supervisor.

### (1) Center Rules

- a. The Renter of the facility is responsible for general clean up, including restrooms and trash disposal, after use of the facility.
- b. The Renter accepts responsibility for returning tables and chairs to the proper location. GRPD staff is not responsible for moving tables and chairs.
- c. The Renter shall replace damaged, destroyed, lost or stolen equipment.
- d. The Renter assumes responsibility for all claims, damages or actions arising out of his/her use of the facility, and further agrees to indemnify and hold the City of Graham harmless from any such actions and charges.
- e. The Renter will be subject to any and all City Ordinances and State Laws regarding alcoholic beverages, drugs, gambling, firearms, etc., in addition to GRPD Policies and Procedures.
- f. The Renter shall be liable for any loss, damage or injury sustained by any person(s), by reason of the negligence of that person to whom such permit is issued.
- g. The GRPD reserves the right and authority to deny or revoke any reservation upon finding a violation of any rule or regulation or upon good cause shown.
- h. The facility shall be used for recreational purposes only deemed appropriate by the City of Graham.
- i. There is a \$50.00 refundable cleaning deposit due upon signing the rental contract.
- j. A \$10.00 administration fee will be charged for cancellation.
- k. All fees must be paid within seven (7) business days of your activity. Reimbursement of the cleaning deposit will be made through the mail after satisfactory inspection of the facility.
- l. All refunds follow GRPD's Fees and Charges Policy. (Sec. 2-2)

### (2) Civic Center Rental Fees

- |                      |               |                                                     |
|----------------------|---------------|-----------------------------------------------------|
| a. General Public -  | Hourly        | \$55/hr. (\$15/hr supervisory fee included in rate) |
|                      | Half Day Rate | \$150 (5/hrs. maximum)<br>+ Supervisory Fee         |
|                      | Full Day Rate | \$265 (10/hrs. maximum)<br>+ Supervisory Fee        |
| b. Graham Resident-  | Hourly        | \$35/hr. (\$15/hr supervisory fee included in rate) |
|                      | Half Day Rate | \$75 (5/hrs. maximum)<br>+ Supervisory Fee          |
|                      | Full Day Rate | \$132 (10/hrs. maximum)<br>+ Supervisory Fee        |
| c. Staff Supervision |               | \$15/hr                                             |
- i. All rentals are subject to supervisory fees. Supervisory fees may be waived for half day and full day rentals depending on occupancy. The Staff Supervision fee may be waived for full-time City of Graham employees. All fee waivers must be approved by Civic Center Supervisor and/or GRPD Director.

- ii. Additional Staff Hour - An additional staff hour (\$15) will be added to all reservations for staff preparations
- d. Cleaning Deposit \$50 (refundable)

(3) Civic Center Gazebo

The Gazebo located on the grounds of the Graham Civic Center is available for rent depending on the event schedule for the Civic Center. On non-event days the following schedule and fee rates will be followed:

- a. Gazebo Rental Availability
  - i. 11:00a - 3:00p
  - ii. 5:00p - 9:00p
- b. Fees
  - i. General Public \$50 per reservation period
  - ii. Graham Resident \$25 per reservation period
- c. Fees may be paid at the Graham Recreation Center or mailed to: Graham Civic Center Gazebo Reservations, PO Box 357, Graham, NC 27253.
- d. Rules - The Civic Center Gazebo will be governed by the same rules as the Graham Civic Center.

(4) Grandfathered Organizations

The following organizations will not be subject to the staffing guidelines and will not be charged on a per hour rate.

Graham Rotary Club, Graham Optimist Club, Graham Lions Club, Alamance Co. Genealogy Club and Trinity Fellowship will be charged \$20 per meeting and will not be required to have GRPD staff supervision.

(5) Programs and Classes

- a. GRPD programs/classes - With respect to keys, programs and classes sponsored by the GRPD will be reviewed on an individual basis. Consideration will be based on the following criteria:
  - b. Longevity of the program
  - c. Content of the class
  - d. Time of day of class
  - e. ACC classes - Alamance Community College will be given the responsibility and liability of monitoring keys to the Graham Civic Center. Keys to the Civic Center will be given to Administration, which in turn will assign keys to class instructors.
  - f. Programs of other potential partnering organizations such as the Alamance County Arts Council will be subject to the same policies as ACC.
  - g. Key privileges may be revoked at any time by the GRPD.

**Section 6-5 Park Shelters**

- (1) Reservations for park shelters at South Graham Park (A and B) and Bill Cooke Park (1 and 2) are available on a first come, first serve basis. Reservations are made by calling the Graham Recreation Center (336.570.6718).

The shelter at the Graham/Mebane Lake is also available for reservation on a first come first, serve basis. To reserve this shelter, call the marina of the Graham/Mebane Lake (919.563.6544).

(2) Shelter Availability

- a. 11:00a - 3:00p
- b. 5:00p - 9:00p

(3) Fees

- a. General Public           \$50 per reservation period
- b. Graham Resident           \$25 per reservation period
- c. Fees for park shelters may be paid at the Graham Recreation Center or mailed to GRPD Park Shelter Reservations, PO Box 357, Graham, NC 27253. Fees for the Graham/Mebane Lake shelter may be paid at the lake marina or mailed to GRPD Lake Shelter Reservation, PO Box 357, Graham, NC 27253.
- d. School systems are required to reserve shelters for each visit to the parks.
  - i. Alamance/Burlington School System:           FREE
  - ii. Non-Alamance County Schools:           \$20 per reservation period.

(4) Rules

- a. All shelter reservations must be paid within seven (7) business days of the reservation date. If not paid within seven (7) days, the reservation will be cancelled. The Department is not responsible for items mailed to or from Recreation offices.
- b. Shelters cannot be occupied before or after the allotted time reserved.
- c. All trash and debris must be picked up and put in the waste receptacles by contracted party. Recyclable containers are also available at the shelters.

## DIVISION 7: EQUIPMENT RENTALS

### Section 7-1 Tables and Chairs

(1) The Graham Recreation and Parks Department will rent tables and chairs to groups and individuals, only when said items are not in use for Department programs.

(2) Fees

- a. Tables                   \$3/table per day and a \$50 refundable cash deposit
- b. Chairs                   \$0.25/chair per day

### Section 7-2 Canoes

(1) The GRPD will rent canoes, paddles and personal floatation devices to individuals and groups when said items are not in use for Department programs.

(2) A completed rental form, copy of a valid driver's license and rental fees must be submitted to the GRPD.

- (3) Canoes may be rented on a per day basis.
- a. General Public                      \$60/day
  - b. Graham Resident                    \$30/day

**GRAHAM-MEBANE LAKE**

	<b>Alamance County Residents &amp; Orange County Residents (Within the corporate limits of Mebane)</b>	<b>Non-Alamance County Resident</b>
Boat Launching (all types of boats including jet ski)	\$4.00 + \$2.00 per person	\$7.00 + \$2.00 per person
Boat Launching for Senior Citizens	\$2.00 + \$1.00 per person	\$2.00 + \$1.00 per person
Bank Fishing	\$2.00	\$3.00
Bank Fishing for Senior Citizens & totally disabled	\$1.00	\$1.00
Annual Fee:	\$60.00 per year per individual (includes boat launching/ daily fees for individual named.	\$85.00 per year per individual (includes boat launching/daily fees for individual named).
Bass Tournament	\$20.00	\$20.00
Event Rental	\$125.00	\$125.00

**NON-MOTORIZED BOATS – (Flat fee per boat)**

<b>Residents</b>	<b>Non Residents</b>
\$4.00	\$4.00

**BOAT DEMONSTRATIONS**

	<b>Residents</b>	<b>Non Residents</b>
Business Operators	\$1.50 + \$1.00 person	\$3.00 + \$1.00 per person
Private Owners	\$3.00 + \$1.00 person	\$6.00 + \$1.00 per person

This includes all demonstrations and potential sales, as well as maintenance runs, or maintenance on trailers, or swapping of boats and trailers. The fee is for a one hour time limit. Anything over one hour and the business owner will be charged the full amount. No business operators will be permitted on the lake when it is closed to the public.

If on the water for less than thirty minutes, a private owner will be issued a Arain check≅ to return to the lake at a later date.

**PROOF OF RESIDENCY MUST BE PRESENTED BY USER.**

## User Fees

### Refuse Fees

*Recycling	\$ 2.36 per month <i>(Revised 8-4-09)</i>
*Garbage Land Fill Tipping Fee	\$ 2.11 per month
**Extra Garbage Container	\$ 1.50 per month plus one time lease at current cost of container
Tree Trimmings (in excess of ½ load)	\$ 8.00

\* All water customers inside the City limits without containerized disposal systems (Dumpsters) per customer or dwelling unit.

\*\*Extra roll out container for residents only.

### Stormwater Fee

Stormwater Charge	\$ 1.00 per month per utility account
-------------------	---------------------------------------

### Sewer Rates

Monthly Rate	\$ 4.72 per thousand gallons of water used
Monthly Minimum	\$ 4.72
Residential Users without water	\$ 28.55 per month
Outside User Sewer Surcharge	\$ 15.00 per month
Delinquent Fee for sewer account without water	\$ 5.00
Non-payment Fee for sewer account without water	\$ 15.00
Groundwater Remediation Permit Fee	\$300.00 annually
Groundwater Remediation Discharge	\$ 4.72 per thousand gallons

### Industrial Surcharges (Sec. 13.81 (c))

	<u>BOD</u>	<u>TSS</u>	<u>TKN</u>
Inside	0.14 lb.	0.14 lb.	0.28 lb.
Outside	0.28 lb.	0.28 lb.	0.56 lb.

Industrial or Commercial users of sewer service shall pay rates as established by the City Manager based on estimated or metered use. Rates used for non-metered users shall be prevailing rates.

### Water Rates

Monthly Rate	\$ 3.81 per thousand gallons of water used
Monthly Minimum	\$ 3.81
Monthly Rate (Outside City Limits)	\$ 7.62 per thousand gallons of water used
Monthly Minimum (Outside City Limits)	\$ 7.62



Municipal Customers	\$ 4.08 per thousand gallons of water used
Delinquent Fee	\$ 5.00
Non-payment Fee	\$ 15.00
*Water Deposit (Inside Residential)	\$ 80.00
*Water Deposit (Outside Residential)	\$160.00
*Water Deposit (Inside Non-residential)	\$100.00
*Water Deposit (Outside Non-residential)	\$200.00
Meter Lock or Removed Fee	\$ 20.00
Broken Lock/Tampering Fee	\$ 35.00
**Meter Testing Fee (Inside)	\$ 10.00
**Meter Testing Fee (Outside)	\$ 20.00

\*No deposit required for property owners. Deposits required for rental or leased property and refundable when final bills are paid

\*\*During testing, if meter checks out of limits estimated by AWWA, money shall be refunded and adjustment made to water bill. If meter tests are within AWWA Standards, the fee shall remain with the City.



## Water and Sewer Tap and Connection Fees

PURPOSE: To establish costs for water and sewer taps and connection fees.

GENERAL: The intent of this policy is to establish equitable costs for those desiring to connect to the City's water and sewer system.

### A. Applicability

This policy is effective July 13, 2004 for all new construction requiring a building permit and water or sewer taps. Development projects where water and sewer taps are installed or already exist as a part of the development are exempt from paying water and sewer tap and connection fees. This policy supersedes any prior policies relating to water and sewer tap fees.

### B. Definitions

1. **Water Tap Fee** - The fee charged by the City associated with the City installing a water tap to a property. Said fee is based on the size of the line tap.
2. **Sewer Tap Fee** - The fee charged by the City associated with the City installing a sewer tap to a property. Said fee is based on the size of the tap.
3. **Water Connection Fee** - The fee charged by the City representing the incremental cost of providing water treatment plant capacity. Said fee is based on the size of the water meter installed.
4. **Sewer Connection Fee** - The fee charged by the City representing the incremental cost of providing waste-water treatment plant capacity. Said fee is based on the size of the sewer tap installed.
5. **Tap Size** - The diameter of the service line tap made into the main line at the connection point.
6. **Meter Size** - The rated size in inches of the water meter actually installed in the meter box.
7. **Water Tap** - The labor, equipment and materials needed to make the actual tap and connection to the main water line and extend the service line to the property line and terminating in a meter box.
8. **Sewer Tap** - The labor, equipment and materials needed to make the actual tap and connection to the main sewer line and extend the service line to the property line and terminating at a clean-out.



9. **Meter Fee** - The fee charged by the City for the initial placement of a water meter in a box or vault.

10. **Sprinkler Tap Fee** - The fee charged by the City for those desiring to connect to the City's water system for sprinkler use, either for irrigation or fire protection purposes.

11. **Sprinkler Tap** - The actual connection to the City water system for irrigation or fire protection purposes, including the line to the meter, including the meter, box, valves, etc. to City Standards.

**Water and Sewer Connection Fees**

As previously stated, water and sewer connection fees are payable in addition to water and sewer tap fees. Connection fees are not applicable to a tap when prior Acreage and Connection fees have previously been paid for that tap. Connection fees are applicable to property inside and outside the Corporate Limits.

The following schedule shows fees charged by the City for Water and Sewer Connection Fees. The fees are subject to change on an annual basis as established by the City Council. The connection fees are based on the type of customer and/or the size of the tap.

**Water and Sewer Tap and Connection Fee Schedule**

**A. Water Fees:**

Customer Type	Water Tap Size	Water Connection Fee	Water Tap Fee (Inside City Limits)	Water Tap Fee (Outside City Limits)	Meter Fee
Single-Family Dwelling Unit	3/4"	\$775.00	\$600.00 <sup>6</sup>	\$1,200.00 <sup>6</sup>	\$125.00 <sup>6</sup>
Single-Family Dwelling Unit	1"	\$850.00	N/A <sup>4</sup>	N/A <sup>4</sup>	N/A <sup>5</sup>
Single-Family Dwelling Unit	greater than 1"	\$1,000 per inch of tap	N/A <sup>4</sup>	N/A <sup>4</sup>	N/A <sup>5</sup>
Multi-Family Dwelling Unit	N/A	\$775 per dwelling unit	N/A <sup>4</sup>	N/A <sup>4</sup>	N/A <sup>5</sup>
All Other Zoning Categories	3/4"	\$775.00	N/A <sup>4</sup>	N/A <sup>4</sup>	N/A <sup>5</sup>
All Other Zoning Categories	1"	\$850.00	N/A <sup>4</sup>	N/A <sup>4</sup>	N/A <sup>5</sup>
All Other Zoning Categories	1.5"	\$1,000.00	N/A <sup>4</sup>	N/A <sup>4</sup>	N/A <sup>5</sup>
All Other Zoning Categories	2"	\$1,600.00	N/A <sup>4</sup>	N/A <sup>4</sup>	N/A <sup>5</sup>
All Other Zoning Categories	3"	\$3,000.00	N/A <sup>4</sup>	N/A <sup>4</sup>	N/A <sup>5</sup>
All Other Zoning Categories	4"	\$5,000.00	N/A <sup>4</sup>	N/A <sup>4</sup>	N/A <sup>5</sup>
All Other Zoning Categories	6"	\$8,000.00	N/A <sup>4</sup>	N/A <sup>4</sup>	N/A <sup>5</sup>
All Other Zoning Categories	8"	\$11,000.00	N/A <sup>4</sup>	N/A <sup>4</sup>	N/A <sup>5</sup>
All Other Zoning Categories	10"	\$15,000.00	N/A <sup>4</sup>	N/A <sup>4</sup>	N/A <sup>5</sup>
All Other Zoning Categories	greater than 10"	\$15,000 + \$2,000 per inch over 10"	N/A <sup>4</sup>	N/A <sup>4</sup>	N/A <sup>5</sup>



**B. Sewer Fees:**

Customer Type	Sewer Tap Size	Sewer Connection Fee	Sewer Tap Fee (Inside City Limits)	Sewer Tap Fee (Outside City Limits)
Single-Family Dwelling Unit	4"	\$775.00	\$600.00 <sup>6</sup>	\$1,200.00 <sup>6</sup>
Multi-Family Dwelling Unit	N/A	\$775 per dwelling unit	N/A <sup>4</sup>	N/A <sup>4</sup>
All Other Zoning Categories	4"	\$775.00	N/A <sup>4</sup>	N/A <sup>4</sup>
All Other Zoning Categories	6"	\$2,000.00	N/A <sup>4</sup>	N/A <sup>4</sup>
All Other Zoning Categories	8"	\$4,000.00	N/A <sup>4</sup>	N/A <sup>4</sup>
All Other Zoning Categories	10"	\$8,000.00	N/A <sup>4</sup>	N/A <sup>4</sup>
All Other Zoning Categories	greater than 10"	\$8,000 + \$2,000 per inch over 10"	N/A <sup>4</sup>	N/A <sup>4</sup>

Notes:

1. Any item not included in the above schedule shall be referred to the City Manager for a specific price determination.
2. The above fees, except connection fees, are payable at the time of application for a water and/or sewer tap or at the time of application for a building permit. Connection fees shall be paid prior to a final inspection being conducted in which case the connection fees will be based on rates that are in effect at the time of final inspection. *(Revised 8-4-09)*
3. Projects that have submitted plans for review will be given 30 days to decide whether to pay under the old acreage and connection fees or the new water and sewer connection fee schedule.
4. Owner or Developer is responsible for providing taps for all other types, sizes and zoning classifications.
5. Owner or Developer is responsible for providing meters meeting City of Graham Standards and Specifications for all other types, sizes and zoning classifications.
6. Owner or Developer of a residential subdivision, as defined *Section 10.336* of the City of Graham Development Ordinance, is responsible for furnishing water and sewer taps in which tap fees will not be charged.

