



City Manager's Recommended Budget FY 2025-2026

May 13, 2025

Quick Facts & Highlights

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- The proposed General Fund budget totals \$22,750,562, and the Water and Sewer Fund totals \$13,093,600.
- In accordance with City Council consensus at the March 24, 2025 Budget planning session, the ad valorem tax rate is recommended to increase by \$0.02 to \$0.3099.
- One penny on the tax rate is estimated to generate \$270,215 in the upcoming year based on a 97% collection rate.
- Refuse fees (garbage and recycling) are recommended to increase by \$1.00 from \$13.50 per unit per month to \$14.50 per unit per month total.
- Water and sewer charges are proposed to increase by 4%.
- The employee Cost of Living Adjustment (COLA) is proposed at 3%.
- Staffing levels are proposed to increase with the addition of the following positions: Public Relations Specialist (funded by occupancy tax dollars), Building Maintenance Technician (funded largely through dollars previously allocated to individual departments), Sanitation Collector, and one entry-level firefighter position per shift (not intended to be career ladders).
- Additional career ladders that do not increase the number of employees are also being proposed:
 - a). Police Officer II and Corporal to be split into two separate positions, with Police Officer II being a career ladder advancement possibility for officers; b). Zoning Enforcement Officer 2 allows for advancement with certifications.
- Employee health insurance premiums are budgeted to increase by 4% and include the exclusion of GLP-1 medications prescribed for weight loss.
- Mandatory employer contribution increases of an additional 0.75% and 1.0% to the Local Government Employees' Retirement System (LGERS) is included for general and LEO employees, respectively.
- No interfund transfers are included.
- There are no appropriations requested for the Cemeteries Perpetual Care Fund.
- Expenditures for public safety (\$9,426,110) are expected to exceed all of the ad valorem tax levy (\$7,964,500) by over \$1,461,610.
- Funding for Street Resurfacing is proposed to increase for the 12th consecutive year by approximately \$46,393. Local funds are paired with the Powell Bill to maximize paving efforts.

Budget Message

May 13, 2025

Manager's Budget Message Fiscal Year 2025-2026



Mayor Jennifer Talley
Mayor Pro Tem Ricky Hall

Council Member Joey Parsons
Council Member Bobby Chin

Council Member Bonnie Whitaker



Budget Message

May 13, 2025

Dear Mayor Talley and Members of the City Council:

Pursuant to Section 159-11 of the North Carolina General Statutes, I am pleased to present for your consideration the City of Graham's proposed budget for Fiscal Year 2025-2026 (FY26). This budget has been prepared in accordance with the North Carolina Local Government Budget and Fiscal Control Act. Additionally, the budget is balanced and represents a continued effort to serve the citizens of Graham in an efficient and sustainable manner. The proposed budget reflects the City's ability to meet its obligations, fulfill its goals, and remain fiscally healthy.

Every year, the budget process is an opportunity to reflect on what matters most to our community and set priorities to effectively plan for Graham's future. The process was approached with a clear sense of purpose and an unwavering commitment to serving the people of Graham.

The recommended budget is an effort to meet the Governing Body's idea of what you would like to see City government achieve in the upcoming fiscal year. Your priorities and goal setting from the December 2024 and March 2025 Budget Planning Sessions were invaluable to us as staff in budget development. While not all the priorities will be able to be met in the upcoming fiscal year, there has been a concerted effort among departments to meet the priorities wherever attainable.

To summarize the priorities that served as the framework for the Fiscal Year 2026 budget, staff focused on ways to accomplish the following Council-identified strategic priorities:

City Council Strategic Priorities



Explore digital signage at City Hall to promote events downtown

Action item on the 5/13 City Council meeting using occupancy tax funds



Restructure sanitation

Adjustments are made routinely, with additional modifications to be proposed if a new sanitation collector position is approved in FY26



Complete the Comprehensive Plan

Anticipated for City Council consideration in summer 2025



High-Quality Infrastructure

\$1,300,000 proposed in FY26 to continue the neighborhood waterline enhancement project



Address the Sesquicentennial Park repair

Action item on the 5/13 City Council meeting



Implement Edmunds software and Personnel Policy

Personnel Policy became effective May 1; Edmunds payroll software scheduled to go live May 2025



Market Graham better along the interstate

To be considered using future occupancy tax dollars



Hire a City Engineer

Action item at a future City Council meeting



Update Unified Development Ordinance

Action item at a future City Council meeting after the start of FY26

The upcoming fiscal year will allow for great strides in accomplishing the above-identified priorities and making significant progress in clearing the backlog of capital items that have been deferred year after year.

Within this document, there are sections that detail revenue, department expenditures, employee pay plan, fee schedule, and capital improvement requests. Our goal is to convey to you and the public our responsibility to provide essential services to the citizens of Graham in the most efficient manner possible.

We heard the City Council's consensus in March to increase the tax rate by \$0.02 while maintaining a low tax burden on the citizens of Graham. With that as an overarching consideration, this budget has been framed to maximize what we reasonably expect to collect in revenues while ensuring departments can continue functioning as they currently exist.

This budget exemplifies our attempt to meet our obligations and maintain the same level of services to our citizens, all while remaining fiscally strong. As has been common practice within the City of Graham and local governments throughout the state, the budget before you once again illustrates how we are able to maximize the use of all funds allocated to the City.

Changes for FY 2025 - 2026

Employee Benefits & Department Changes

The upcoming fiscal year will be our fourth in the North Carolina Health Insurance Pool (NCHIP). This allows the City to be self-insured and not experience an annual increase in premiums greater than 5%. Prior to transitioning to NCHIP, the City experienced double-digit increases each year. Based on our claim data for fiscal year to date, we will have a 4% increase in health insurance premiums. Additionally, the City modified the prescription coverage to eliminate GLP-1 medications for weight loss while maintaining coverage for the medication's originally intended purpose. All changes will be effective July 1, 2025.

The cost-of-living adjustment (COLA) is proposed at 3%. Keeping pace with the cost of living has assisted the City in attracting and retaining top talent in City employees.

Additionally, the North Carolina Local Government Retirement System contribution will have a mandatory increase to 14.35% from 13.6% for both Local Firefighter's Class and Local General Class employees. The rate for law enforcement officers will increase to 16.1% from 15.1%.

Several new positions are being proposed in the General Fund, each of which is detailed below.

Public Relations Specialist – This position will be funded using occupancy tax dollars generated from hotels within the City. In accordance with the enabling legislation, this position will be focused on promoting travel and tourism within Graham. More specifically, the position will market an area or activity, publish and distribute pamphlets and other materials, conduct market research, and engage in similar promotional activities that attract tourists or business travelers to the area. The position is designed to devote effort towards increasing the use of accommodations and meeting facilities within the City.

Building Maintenance – This position will be funded largely from building maintenance dollars previously housed with the various departments. Our goal in establishing this one position and associated career ladder for future advancement is to eliminate the need to call an outside vendor for all City maintenance items, which is the general practice today thereby resulting in an overall cost saving to the taxpayers.

Sanitation Collector—This position is necessary to maintain pace with the ever-increasing demand for sanitation services caused by development. If funded, this position will work predominantly on the yard waste crew and run the leaf truck.

Firefighters – In an effort to improve the responsiveness to our citizens and meet minimum staffing standards with the ever-increasing call volume, the proposed budget includes three new entry-level firefighter positions, one for each shift. These positions will not be career ladder in nature; rather, they will only have the opportunity to promote as vacancies become available.

Additionally, new career ladder positions, which do not increase the full-time equivalents, are detailed below.

Police Officer II and Corporal – In the current fiscal year, the Police Officer II is the Corporal position. The proposed budget splits these into two distinct positions, allowing for movement from a Police Officer I to a Police Officer II as a career ladder without a supervisory vacancy occurring. The Corporal position will be named such and considered a promotion. The intent in this transition is to promote growth and advancement among our front-line officers without movement into a supervisory role. This proposal will not impact the number of full-time employees.

Zoning Enforcement Officer 2—This position is being included as a career ladder to allow for advancement with the achievement of certifications, similar to the ladders we have built throughout City departments. This proposal will not impact the number of full-time employees.

Recommended Budget

The 2025-2026 recommended budget is balanced at \$22,750,562 for General Fund activities. The table below shows the current year’s budget as adopted versus the recommended budget for the upcoming fiscal year.

General Fund			
Department	FY 2025-2026 (Adopted)	Manager's Recommendation	Difference
Tourism	\$ 79,000	\$ 79,000	\$ -
City Council	\$ 56,350	\$ 69,500	\$ 13,150
Administration	\$ 798,270	\$ 863,740	\$ 65,470
Information Technology	\$ 560,178	\$ 672,600	\$ 112,422
Finance	\$ 450,642	\$ 500,800	\$ 50,158
Public Buildings	\$ 172,400	\$ 104,900	\$ (67,500)
Police	\$ 6,596,342	\$ 6,786,500	\$ 190,158
Fire	\$ 2,074,465	\$ 2,639,610	\$ 565,145
Inspections	\$ 875,126	\$ 807,700	\$ (67,426)
Traffic Engineering	\$ 28,800	\$ 28,800	\$ -
Streets & Highways	\$ 1,859,226	\$ 2,392,600	\$ 533,374
Street Lights	\$ 206,000	\$ 216,000	\$ 10,000
City Garage	\$ 1,320,506	\$ 1,362,650	\$ 42,144
Sanitation	\$ 1,653,912	\$ 2,048,917	\$ 395,005
Recreation	\$ 1,094,784	\$ 1,115,600	\$ 20,816
Lake	\$ 394,136	\$ 245,145	\$ (148,991)
Athletic Facilities	\$ 404,271	\$ 388,300	\$ (15,971)
Property Maintenance	\$ 935,367	\$ 1,210,900	\$ 275,533
Non-Departmental	\$ 1,091,575	\$ 1,217,300	\$ 125,725
	\$ 20,651,350	\$ 22,750,562	\$ 2,099,212

The 2025-2026 recommended budget is balanced at \$12,249,900 for water and sewer activities. The table below shows the current year’s adopted budget versus the recommended budget for the upcoming fiscal year.

Department	FY 2025-2026 (Adopted)	Manager's Recommendation	Difference
Water and Sewer Billing	\$ 675,700	\$ 415,080	\$ (260,620)
Water and Sewer Distribution	\$ 2,819,837	\$ 3,035,480	\$ 215,643
Maintenance and Lift Stations	\$ 314,734	\$ 302,380	\$ (12,354)
Water Treatment Plant	\$ 3,494,354	\$ 3,640,130	\$ 145,776
Wastewater Treatment Plant	\$ 2,265,103	\$ 2,103,307	\$ (161,796)
Non-Departmental	\$ 2,680,172	\$ 3,597,223	\$ 917,051
	\$ 12,249,900	\$ 13,093,600	\$ 843,700

Closing Remarks

As the City Manager, it is my responsibility to recommend a fiscally sound and financially responsible budget that reflects the City Council's organizational goals and represents our community's needs. The 2025-2026 budget has been developed in accordance with all statutory provisions and provides a framework for the upcoming budget year that emulates the priorities of our Governing Body. We are excited about what we can accomplish in the upcoming budget year.

Any interested party may view the budget book in its entirety by contacting our City Clerk or accessing it online: www.cityofgraham.com

I appreciate your support, guidance, and encouragement as I am able to provide my service to our great City. I look forward to working with you to finalize a budget for the upcoming fiscal year that will best serve the people of Graham.

A Council budget work session will be held on Tuesday, May 20, 2025 at 10am and a public hearing has been scheduled for Tuesday, June 10, 2025 at 6pm.

Respectfully submitted this 13th day of May 2025.

Megan M. Garner

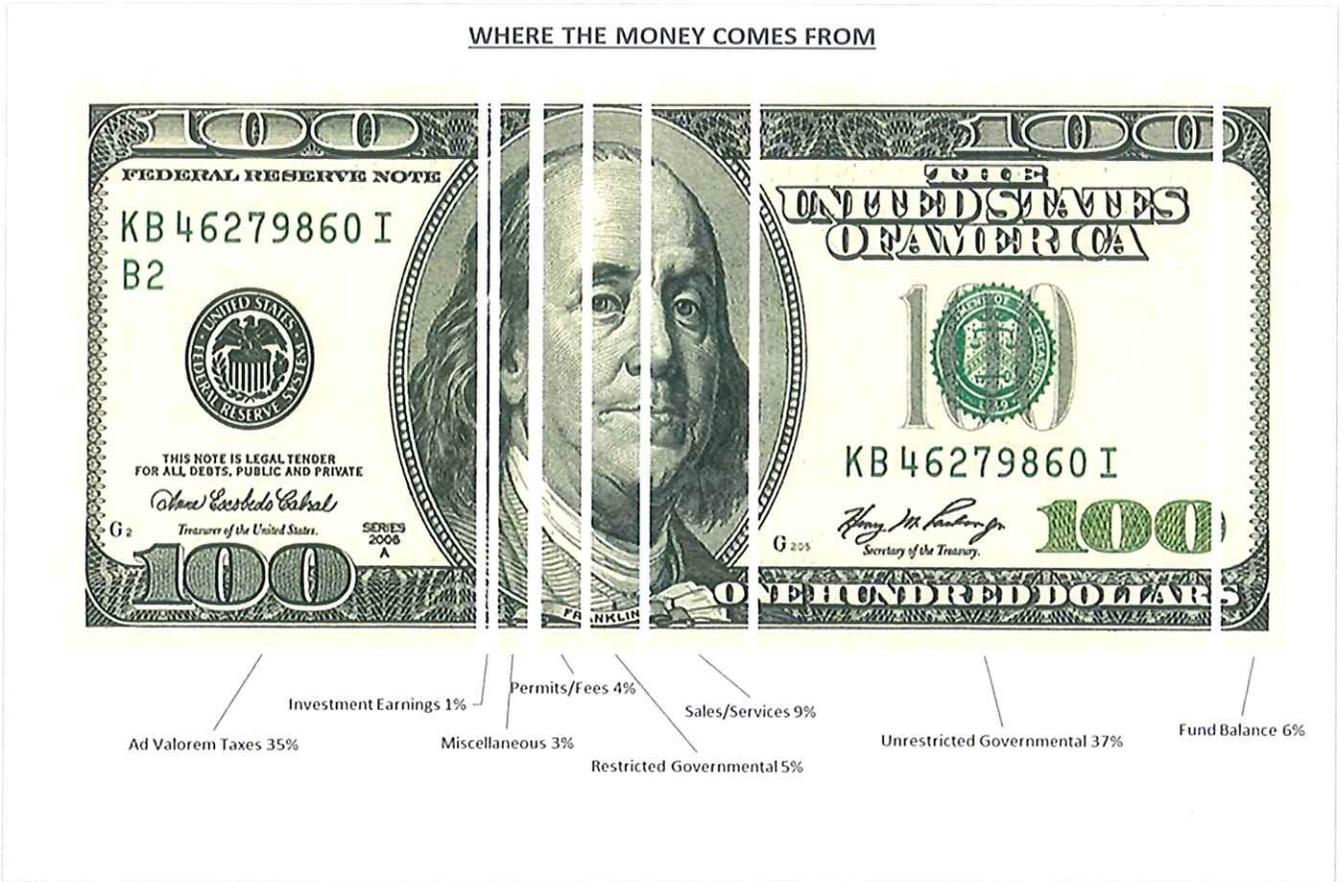
Megan M. Garner
City Manager

Revenues

May 13, 2025

Revenues (Fund 10)

The City's General Fund revenues are most susceptible to fluctuations in the economy. The sales and use tax, the City's second largest revenue, is particularly volatile as it is impacted by the economy and consumer consumption.



- Ad Valorem Taxes:** Ad valorem is the tax applied to each \$100 dollar of property value as determined by the Alamance County Tax Office. Graham's proposed ad valorem tax rate per \$100 of value is \$0.3099, which is a \$0.02 increase from the current year as discussed by City Council at the March 24, 2025 budget planning session. Other revenue in this category is made up of vehicle tax, collection fees, and interest. Local property tax receipts are 35% of the total General Fund revenue.

Total revenue: \$7,964,500

Prior year: \$7,030,000

- Investment Earnings:** Investment earnings come from investing idle funds not required for cash flow. The City has maintained fairly consistent interest earnings in recent years, although any changes in the economy will significantly impact this revenue source.

Total revenue: \$230,000

Prior year: \$215,000

- **Miscellaneous Receipts:** This category is made up of various sources such as: ABC surcharge revenues, alarm fees, donations, police and fire grants, and the North Carolina Commerce Park partnership. The NCCP and Police Grant receipts account for the vast majority of the total at \$350,000 and \$200,000, respectively.

Total revenue: \$705,100
Prior year: \$727,900

- **Occupancy Tax:** Session Law 2023-144 enabled the City of Graham to enact 3% of the gross receipts derived from the rental of an accommodation within the municipality. The amount collected by the City for the first two quarters is on target to meet the \$79,000 estimate. There are administrative and collection costs associated with this revenue source.

Total revenue: \$79,000
Prior year: \$79,000

- **Permits and Fees:** Trades (building, mechanical, plumbing, and electrical) permits are included here along with development fees. Revenues are projected to be higher for the upcoming year based on known development activity and year-to-date collections.

Total revenue: \$878,000
Prior year: \$590,000

Summary of General Fund Revenues			
	FY 2024-2025 (Adopted)	FY 2025-2026 (Recommended)	Difference
Ad Valorem Taxes	\$7,030,000	\$7,964,500	\$934,500
Investment Earnings	\$215,000	\$230,000	\$15,000
Miscellaneous	\$727,900	\$705,100	\$(22,800)
Other Taxes/License	\$500	\$500	\$ -
Occupancy Tax	\$79,000	\$79,000	\$ -
Permits/Fees	\$590,000	\$878,000	\$288,000
Restricted Governmental	\$1,026,000	\$1,062,000	\$36,000
Sales/Services	\$2,078,668	\$1,991,400	\$(87,268)
Unrestricted Governmental	\$7,745,000	\$8,432,000	\$687,000
Fund Balance	\$1,159,282	\$1,408,062	\$248,780
	\$20,651,350	\$22,750,562	\$2,099,212

- **Restricted Intergovernmental:** These revenues include Powell Bill, school resource officers, ABC law enforcement funds, and miscellaneous grants. Each revenue is earmarked for its particular purpose.

Powell Bill street aid distribution from the State must be used on City streets. This year’s proposed budget continues the practice of spending the entirety of the distribution on street resurfacing activities with the State’s allocation expected to be higher than the amount budgeted for the current fiscal year.

Total revenue: \$1,062,000
Prior year: \$1,026,000

• **Sales and Services:** This category includes many different sources including Cemetery, Recreation related fees, City property rental income, and Solid Waste fees. Growth and demand, along with economic factors, are nearly outpacing our ability to provide solid waste service. In an effort to reduce the impact while also decreasing the City subsidy, a collections and disposal costs increase from \$13.50 per unit per month to \$14.50 per unit per month is being proposed. The chart shows current and proposed costs for sanitation for our neighboring jurisdictions.

Garbage/Recycling Monthly Cost		
	Current	Proposed
Graham	\$ 13.50	\$ 14.50
Burlington	\$ 15.00	\$ 25.00
Mebane	\$ 8.00	\$ 8.00
Gibsonville	\$ 13.00	\$ 14.00
Elon	\$ 19.00	\$ 19.00

Total revenue: \$1,991,000

Prior year: \$2,078,668

• **Unrestricted Intergovernmental:** This category of revenues includes ABC profit distribution, Beer and Wine, Franchise, and Local Sales tax, payments in lieu, solid waste disposal tax, and stormwater fees. The Local Sales tax is the second largest City revenue, representing approximately 30% of the total general fund. Other major revenues in this group include the Utility Franchise Taxes, which is estimated at \$950,000, and ABC Profit Distribution at \$165,000.

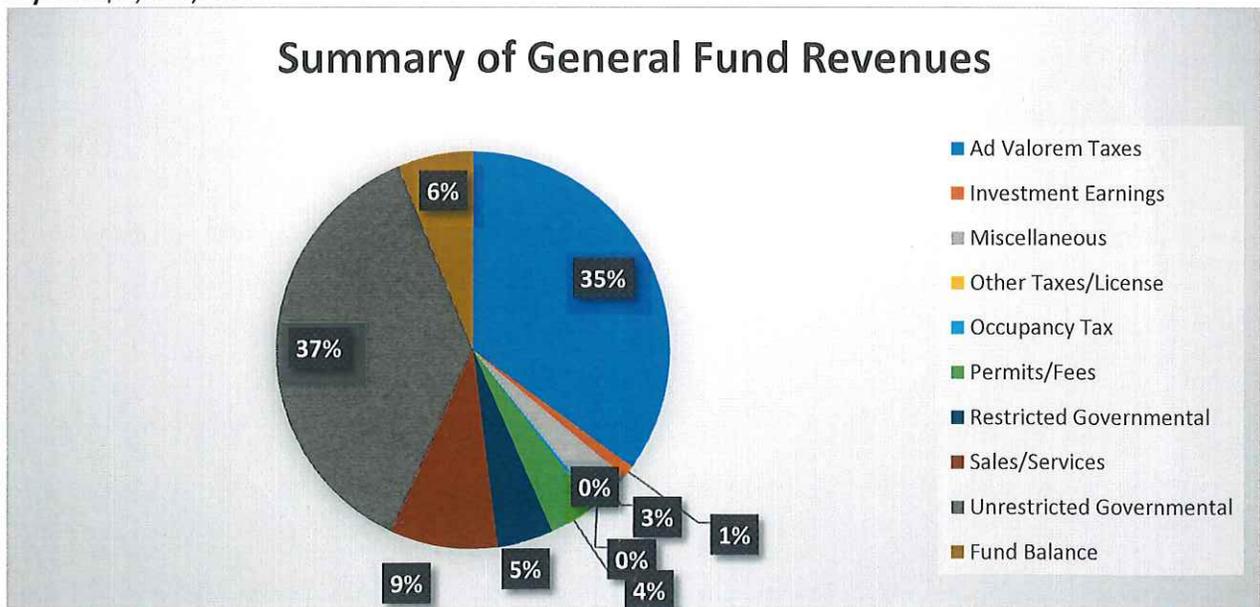
Total revenue: \$8,432,062

Prior year: \$7,745,000

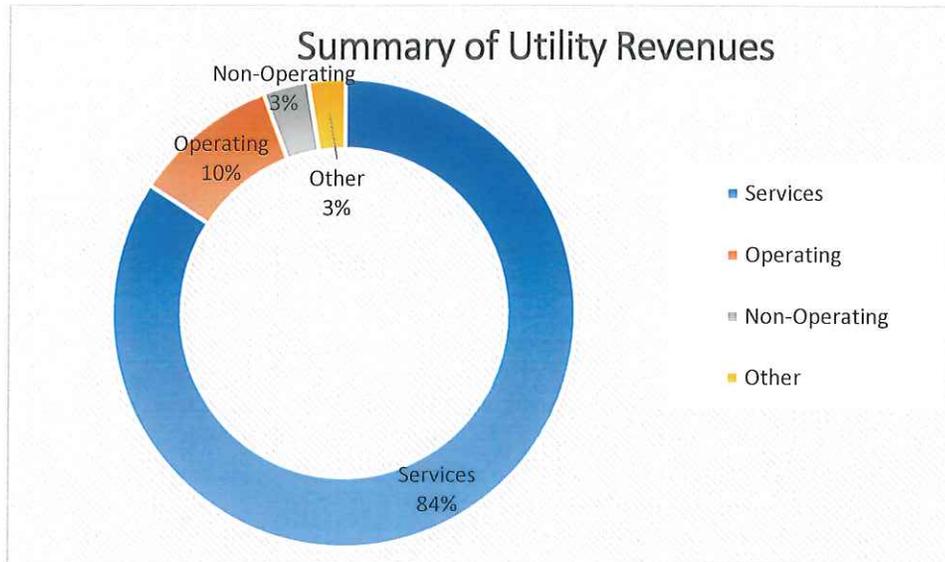
• **Fund Balance:** Fund Balance is made up of all unrestricted funds available to the City and is equivalent to a savings account. Essentially, it is the amount of funds remaining after all expenses are paid and obligations are met. The North Carolina Local Government Commission recommends that local governments maintain an undesignated fund balance in the General Fund equal to at least 8% of the adopted General Fund budget.

Total revenue: \$1,408,062

Prior year: \$1,159,282



Revenues (Fund 31)



This fund is operated to account for the activities of the Water and Sewer System. It is classified as an enterprise fund rendering services on a user basis. Water and sewer charges account is the largest source of revenue for this fund at \$11,019,000 or 84% of the total revenues.

Below is a summary of our estimated revenues by category:

Non-Operating: The revenues from partnerships, leases, and interest on investments make up the entirety of Non-Operating Revenue for a total of \$413,500.

Operating: Operating revenues include assessments, taps, system development fees, plumbing permits, and inspection fees. System Development Fees must be transferred to the Water and Sewer Capital Reserve Fund for a total of \$1,324,100.

Other Financing Sources: Regional partnerships for both water and sewer, retained earnings appropriations, and the sale of surplus properties are revenues included in this category for a total of \$337,000.

Services: Water and sewer service charges, water and sewer surcharges, and regional partnership revenue are included in Services revenue, which total \$11,019,000. Following a graduated rate increase approach for FY 2025-2026 and understanding the necessity to fund the even larger capital improvement of the wastewater treatment plant upgrade, the following adjustments to rates are recommended:

- *Water Rates:* Based on expenditures, water rates are proposed to increase by 4% for all tiers of usage, and base rates are recommended to increase by \$0.24 to \$6.13 from \$5.89.
- *Sewer Rates:* Sewer charges must generate enough revenue to cover expenditures and debt service, that includes the anticipated debt service for the Waste Water Treatment Plant project, and other financed utility projects, equipment, and apparatus. To cover these expenditures, sewer rates are proposed to increase by 4% for all tiers of the usage and base rate is recommended to increase by \$0.24 to \$6.13 from \$5.89.
- *Examples:* The charts below show the existing rate structure for water and sewer customers using 1,000 gallons per month and 5,000 gallons per month.

1,000 gallons		5,000 gallons	
Current water	\$9.95	Current water	\$27.33
Proposed water	\$10.35	Proposed water	\$28.42
Current sewer	\$12.91	Current sewer	\$57.42
Proposed sewer	\$13.43	Proposed sewer	\$59.72

Expenditures

May 13, 2025

Expenditures (Fund 10)

The City continues to experience many changes in recent years. Residential homes have grown exponentially, creating increased demand for City services, which results in additional strain to already stretched resources and departments. Growth can include more calls for services for our public safety departments, more inspections and demand for services, as well as more homes for our Public Works Department to service. We strive to maintain the current level of services to our citizens while also implementing cost-saving measures. This presents itself within the General Fund more so than in other areas. Below is a summary by department.

General Fund

- **Tourism:** This department was new for Fiscal Year 2024-2025 and is funded by occupancy tax revenue in the amount of 3%. As enabled by Session Law 2023-144, at least two-thirds of the funds must be used to promote travel and tourism, and the remainder of the funds may be spent on tourism-related expenditures in the City. Our proposal for the upcoming fiscal year is to hire a Public Relations Specialist to promote Graham, encourage tourism, and use of City facilities.

Total budget: \$79,000

Prior year: \$79,000

Capital: None

Full-time staff: 0 current (1 new position proposed)

- **City Council:** This department covers council salary, travel, and material needs. The majority of the increase will be in municipal elections in the upcoming year, which will require an appropriation of \$15,000.

Total budget: \$69,500

Prior year: \$56,350

Capital: None

Full-time staff: 0

- **Administration:** Staff in this department provide support services such as human resources, communications, and leadership to all City departments. This department is responsible for managing the day-to-day operations of City Government.

Total budget: \$863,740

Prior year: \$798,270

Capital: None

Full-time staff: 4 (no new positions proposed)

- **Information Technology:** The Information Technology department is critical to the efficiency and productivity of City staff, who depend on IT to maintain and support more than 1,800 devices, all software systems, and security of City data. For a number of years, the IT staff related expenses (salaries and benefits) have been split equally between the General Fund and Utility Fund. In the upcoming budget year, the General Fund will support the full cost of IT personnel related expenses; thereby accounting for the majority of the increase.

Total budget: \$672,600

Prior year: \$560,178

Capital: Citizen Alert Notification System (\$6,100), Backup NAS (\$17,800), Datacove Archiving (\$8,000), WWTP Security Upgrade (\$40,000), Civic Center Internet (\$7,500)

Full-time staff: 2 (no new positions proposed)

- **Finance:** The Financial Operations manage the City's finances, including investments, collections, accounts payable, general accounting, audits, grant management, payroll, and budget maintenance. This department represents an integrated financial center with responsibility for financial matters that reaches all departments and activities of the City.

Total budget: \$500,800

Prior year: \$450,642

Capital: None

Full-time staff: 3 (no new positions proposed)

- **Public Buildings:** This department manages contracts, utilities, and other general cleaning services for buildings within the City Hall campus.

Total budget: \$104,900

Prior year: \$172,400

Capital: None

Full-time staff: 0

- **Police:** The Police Department is the single largest department, both monetarily and in terms of employees. Its primary responsibility is maintaining social order within prescribed ethical, legal, and constitutional restrictions. The Police Department responds to over 23,667 calls for service annually and holds a Commission on Accreditation of Law Enforcement Agencies (CALEA) Advanced Accreditation with Excellence Designation.

Total budget: \$6,786,500

Prior year: \$6,596,342

Capital: Two replacement vehicles (\$125,000 total)

Full-time staff: 48 sworn law enforcement

5 non-sworn

(no new positions proposed)

- **Fire:** The Fire Department provides an ISO 3 level of service to the City and is a combination department with full-time, part-time, and volunteer firefighters who work out of one fire station. In accordance with the City Council's strategic priorities, funding is proposed to begin the design of a fire station to be located at Graham Regional Park.

Total budget: \$2,639,610

Prior year: \$2,074,465

Capital: Fire Station design (\$50,000), Annual hose replacement (\$27,000), Fire Inspector Vehicle (\$45,000), Debt service payment for ladder truck (\$243,465)

Full-time staff: 11 (3 new entry-level firefighter positions proposed)

- **Inspections:** Activity within the Inspections and Planning departments continues to increase with the Inspections Department issuing over 740 new home permits during the past 18 months. Similarly, the Planning Department processed requests for four new subdivisions with over 204 potential new single and multi-family dwellings.

Total budget: \$807,700

Prior year: \$875,126

Capital: None

Full-time staff: 6 (no new positions proposed)

- **Transportation:** The Street Department (\$2,392,600) and two smaller departments (Traffic Engineering - \$28,800 & Street Lighting - \$216,000) comprise the City's transportation function. This department manages 65 miles of road with an additional five miles nearing completion for the City to begin maintenance; responsibility also extends to maintenance and repair of sidewalks, traffic signals, and all stormwater infrastructure.

Total budget: \$2,637,400

Prior year: \$2,094,026

Capital: Tandem Dump Truck with plow, spreader, and brine sprayer (\$275,000), Linelazer paint sprayer (\$10,000), snow plow for pickup truck (\$9,500), Stormwater enhancements (\$190,000), and Public Works parking lot repairs (\$20,000)

Full-time staff: 9 (Street Department)

- **Garage:** The Garage operations are responsible for the maintenance of the City's entire equipment and vehicle fleet, as well as maintenance contracts with Graham Housing Authority, the Alamance Municipal ABC Board, and the Town of Green Level. The City's Garage also provides fuel services for Alamance County, excluding the Sheriff's Office. Revenues are generated mainly from our own operations, with the balance from sales and services to other contracted entities. Major expenditures include Fuel Inventories (\$575,000) and Parts Inventories (\$300,000). This is the Garage Department's third year in the General Fund.

Total budget: \$1,362,650

Prior year: \$1,320,506

Capital: Band saw replacement (\$6,500)

Full-time staff: 4 (no new positions proposed)

- **Sanitation:** The workload of the City's Public Works Department, Sanitation in particular, continues to increase year after year. Our Sanitation Department is averaging adding ten new homes for service each week. Refuse fees are being proposed to increase from \$13.50 per month to \$14.50 per month.

As Council is aware, our existing contract with Republic Services for recycling will have a 3% CPI increase, and Fiscal Year 2025-2026 will be the third year of our three-year agreement.

Total budget: \$2,048,917

Prior year: \$1,653,912

Capital: Knuckle boom truck (\$295,000) and debt service for sanitation truck (\$95,000)

Full-time staff: 9 (1 new position proposed)

- **Recreation:** The Recreation Department strives to enrich lives by providing engaging, innovative, and diverse recreational and cultural experiences through our parks, programs, and staff. They manage the recreation centers, events, athletics, museum, and camps.

Total budget: \$1,115,600

Prior year: \$1,094,784

Capital: Aluminum tables for the Recreation Center (\$7,000)

Full-time staff: 5 (no new positions proposed)

- **Graham-Mebane Lake:** The Graham-Mebane Lake, as indicated by the name, is a joint venture between the Cities of Graham and Mebane, and offers a variety of recreational opportunities including boating, fishing, or opportunities to relax by the water. This is a division under the Recreation Department. Numerous programming activities, including the popular pontoon boat cruises, occur at various times throughout the year.

Total budget: \$245,145

Prior year: \$394,136

Capital: ADA improvements to pontoon boat (\$8,000)

Full-time staff: 1 (no new positions proposed)

- **Athletic Facilities:** This division has previously been housed within Recreation but is proposed to be moved to Property Maintenance under the realm of Public Works in Fiscal Year 2026. It will remain responsible for overseeing the maintenance of all City parks, the canoe access, playgrounds, and sports fields.

Total budget: \$388,300

Prior year: \$404,271

Capital: Interior signage at Bill Cooke Park (\$5,000)

Full-time staff: 3 (no new positions proposed)

- **Property Maintenance:** Property Maintenance is a division of Public Works, which maintains the grounds of many City properties, administers the leaf collection program, maintains and oversees the cemeteries, and serves as back-up and support for the Sanitation and Street Department services. In the upcoming fiscal year, building maintenance for General Fund departments is proposed to be centralized within this department. The building maintenance funds previously allocated to various departments have been moved to Property Maintenance, and one full-time employee is proposed, which accounts for the majority of the increase within this department.

Total budget: \$1,210,900

Prior year: \$935,367

Capital: Two stand-on mowers (\$10,000 each), AC Unit Replacement (\$25,000)

Full-time staff: 8 (1 new position proposed)

- **Non-Departmental Appropriations:** Expenses common to all General Fund departments and interlocal contracts are captured within Non-Departmental. These include other post-employment benefits (OPEB), the General Fund portion of risk management policies, Animal Shelter, and Economic Development initiatives.

Total budget: \$1,217,300

Prior year: \$1,091,575

Capital: None

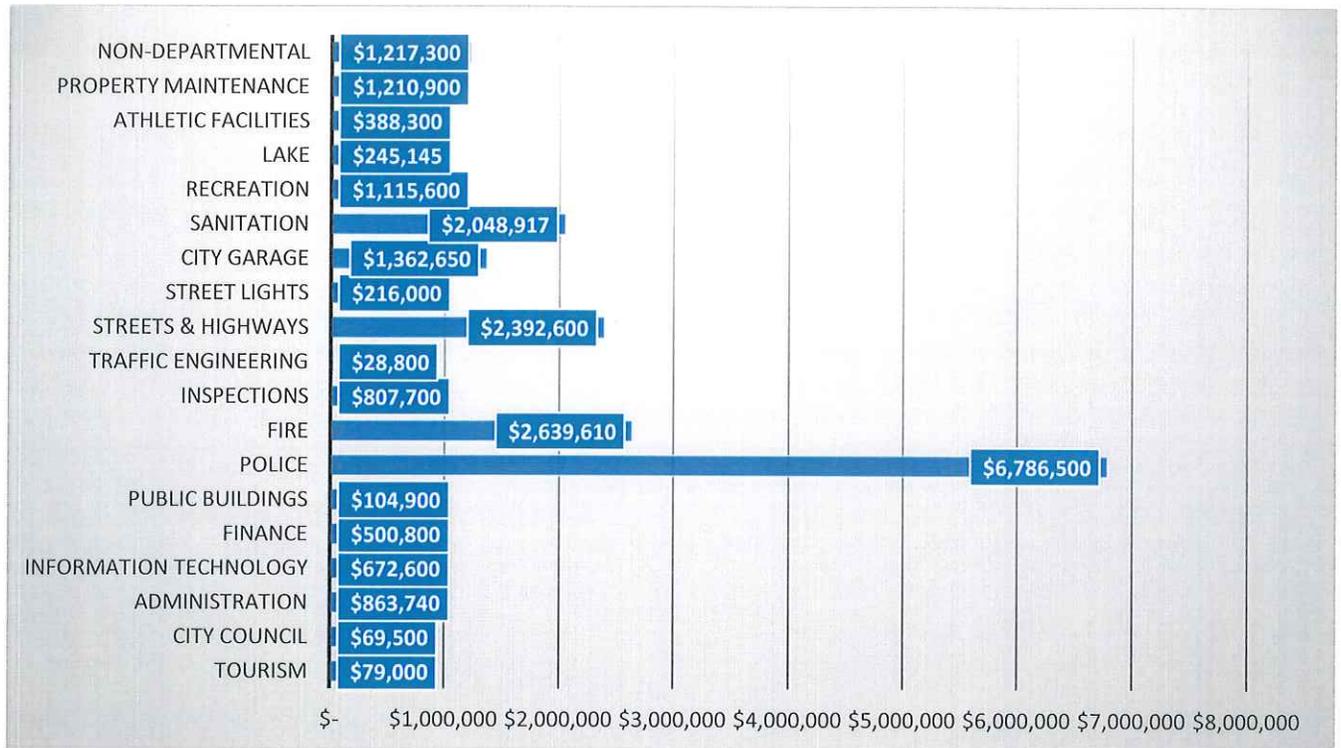
Full-time staff: 0

WHERE THE MONEY GOES



*The total for Public Works is comprised of six departments – Traffic Engineering, Streets & Highways, Street Lights, City Garage, Sanitation and Property Maintenance.

General Fund Departmental Appropriations Illustration

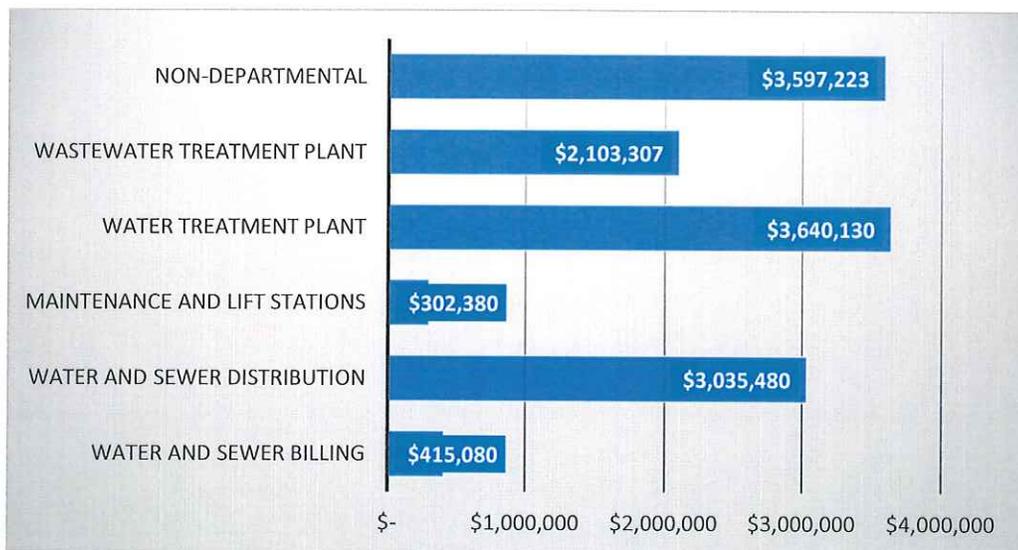


Expenditures (Fund 31)

The City is at a critical point in funding much-needed upgrades and projects throughout our utility system, which operates as an enterprise fund. These investments not only allow for the efficient delivery of service to our citizens but also improve capacity throughout our system. This enterprise operation is capital-intensive, requiring constant maintenance, replacement, and upgrading. The enterprise is also subject to significant regulatory oversight that often comes with a substantial cost to attain.

In FY 2020-2021, the City began to appropriate funds to cover the debt service for recent projects and look ahead towards major projects that have a significant financial impact. Continuing this practice is recommended for FY 2025-2026. The most notable capital project on the immediate horizon is upgrading our wastewater treatment plant, construction of which is well underway and estimated to be complete in February 2026. This project's \$2,700,000 debt service is expected to begin in November 2026. The proposal before you includes \$500,000 for the utility portion of the NCDOT roundabout project and \$1,300,000 for Gilbreath Street area water line replacement.

Water & Sewer Departmental Appropriations Illustration



Other Funds

The City operates numerous capital project funds, a perpetual care fund, and other non-major funds. Some may or may not require budgets due to the type of fund, but are nevertheless subject to our internal controls, and placeholder entries are made, at a minimum.

- **Cemeteries Perpetual Care Fund:** Established in 2015, the fund ensures the perpetual care and beautification of the City's cemeteries. As with 2024-2025, no appropriations are requested for 2025-2026.
- **Water & Sewer Capital Reserve Fund:** This serves as less of an independent fund and more of a sub-fund of the Water and Sewer Fund. This capital reserve fund accounts for receipts from the levy of System Development Fees. In 2021, the City of Graham completed an investigation on growth projects for the water and wastewater systems, as well as for both plants. These growth plans outlined a series of projects that were needed to support growth within the City, and include projects that are within the 10-year planning window and beyond.
- **Asset Forfeiture Funds:** The City operates both a State and Federal asset forfeiture fund that accounts for assets seized from certain law enforcement activities. Revenues are highly unpredictable, as is the timing of their receipt. Expenditures are regulated by the terms of the agreement with the associated agencies/programs and generally cannot be used to subsidize any operating budgets. Therefore, only nominal placeholder entries are included in the budget ordinance to ensure against it. Any appropriations require City Council approval via a budget amendment.

Pay Plan

May 13, 2025

2025 - 2026 Pay Plan

Job Title	Pay Grade	Minimum	Midpoint	Maximum
Sanitation Collector	11	\$ 38,030.91	\$ 47,538.65	\$ 57,046.37
General Maintenance Worker I Property Maintenance	12	\$ 39,932.46	\$ 49,915.58	\$ 59,898.69
General Maintenance Worker I Streets	12			
Police Traffic Enforcement Officer	12			
Field Operations Worker (entry level)	13	\$ 41,929.08	\$ 53,983.69	\$ 62,893.62
Athletics Facilities Technician	14	\$ 44,025.54	\$ 55,031.92	\$ 66,038.31
Field Operations Equipment Technician	14			
Field Operations Tech I (Utility Maintenance Worker I)	14			
General Maintenance Worker II Property Maintenance	14			
General Maintenance Worker II Streets	14			
Parks Maintenance Technician	14			
Property Evidence Technician	14			
Athletics Facilities Technician II	15	\$ 46,226.81	\$ 57,783.52	\$ 69,340.22
Customer Service Representative	15			
Equipment Operator I Property Maintenance	15			
Equipment Operator I Streets	15			
Field Operations Equipment Operator I (Utility Equip Oper)	15			
Field Operations Tech II (Utility Maintenance Worker II)	15			
Fleet Service Technician	15			
Office Assistant	15			
Parks Maintenance Technician II	15			
Plant Maintenance Mechanic I	15			
Police Cadet	15			
Police Records Clerk	15			
Treatment Plant Technician	15			
Utility Meter Technician	15			
Athletics Facilities Technician III	16	\$ 48,538.16	\$ 60,672.69	\$ 72,807.23
Equipment Operator II Property Maintenance	16			
Equipment Operator II Streets	16			
Firefighter	16			
General Maintenance Worker III Property Maintenance	16			
General Maintenance Worker III Streets	16			
Maintenance and Relief Treatment Plant Operator I	16			
Parks Maintenance Technician III	16			
Sanitation Collector/Equipment Operator	16			
Water Quality Technician I	16			
Building Maintenance Technician I	17	\$ 50,965.06	\$ 63,706.33	\$ 76,447.59
Equipment Operator III Property Maintenance	17			
Equipment Operator III Street	17			
Field Operations Equipment Operator II (Utility Equip Oper)	17			
Field Operations Tech III (Utility Maintenance Worker III)	17			
Human Resource Assistant	17			
Laboratory Technician I	17			
Landscape Specialist	17			
Maintenance and Relief Operator II	17			
Plant Maintenance Mechanic II	17			
Police Administrative Assistant	17			
Public Works Assistant	17			
Senior Customer Service Representative	17			
Treatment Plant Operator I	17			
Utility Administrative Coordinator	17			
Water Quality Technician II	17			

Job Title	Pay Grade	Minimum	Midpoint	Maximum
Accounting Technician I (with payroll)	18	\$ 53,513.32	\$ 66,891.64	\$ 80,269.97
Building Maintenance Technician II	18			
Crew Leader	18			
Fleet Technician	18			
Lake Warden	18			
Public Relations Specialist	18			
Treatment Plant Operator II	18			
Water Quality Technician III	18			
Zoning & Inspection Technician	18			
Field Operations Equipment Operator III (Utility Equip Oper)	19	\$ 56,188.98	\$ 70,236.22	\$ 84,283.47
Fire Engineer (Fire Equipment Operator)	19			
Heavy Fleet Technician	19			
Laboratory Technician II	19			
Maintenance Relief Operator III	19			
Parks & Athletic Facilities Maintenance Supervisor	19			
Plant Maintenance Mechanic III	19			
Police Officer I	19			
Public Works Assistant II	19			
Senior Accounting Technician	19			
Street Maintenance Supervisor	19			
Tax Collector	19			
Customer Service Supervisor	19			
Zoning & Inspection Technician II	19			
Zoning Enforcement Officer	19			
Building Maintenance Specialist	20	\$ 58,998.43	\$ 73,748.04	\$ 88,497.65
Police Officer II	20			
Recreation Center Supervisor	20			
Recreation Marketing Supervisor	20			
Treatment Plant Operator III	20			
Athletic Supervisor	21	\$ 61,948.35	\$ 77,435.44	\$ 92,922.53
Code Enforcement Officer I	21			
Fire Master Engineer	21			
Laboratory Technician III	21			
Planner I	21			
Police Corporal	21			
Property Maintenance Supervisor	21			
Recreation Program Manager	21			
Zoning Enforcement Officer II	21			
Fire Inspector	22			
Fire Lieutenant	22	\$ 65,045.77	\$ 81,307.21	\$ 97,568.66
Network/PC Technician	22			
Pretreatment Coordinator	22			
Sanitation Supervisor	22			
City Clerk	23			
Code Enforcement Officer II	23	\$ 68,298.06	\$ 85,372.57	\$ 102,447.09
Fleet Superintendent	23			
Planner II	23			
Police Sergeant	23			
	23			
Field Operations Supervisor (Distribution & Collections Supervisor)	24	\$ 71,712.96	\$ 89,641.20	\$ 107,569.44
Laboratory Supervisor	24			
Plant Maintenance Supervisor	24			
Plant Operations Supervisor	24			
Property Maintenance Superintendent	24			
Street Superintendent	24			

Job Title	Pay Grade	Minimum	Midpoint	Maximum
Code Enforcement Officer III	25	\$ 75,298.61	\$ 94,123.26	\$ 112,947.91
Environmental & Lab Services Superintendent	25			
Fire Captain	25			
Police Lieutenant	25			
	26	\$ 79,063.54	\$ 98,829.42	\$ 118,595.31
Field Operations Superintendent	27	\$ 83,016.72	\$ 103,770.90	\$ 124,525.08
Police Captain	27			
Wastewater Plant Superintendent	27			
Water Plant Superintendent	27			
Field Operations Manager/Assistant Utilities Director	28	\$ 87,167.55	\$ 108,959.44	\$ 130,751.33
Finance Manager	28			
Assistant Police Chief	29	\$ 91,525.93	\$ 114,407.41	\$ 137,288.90
Utilities Compliance Manager/Deputy Utilities Director	29			
Director of Human Resources/Risk Management	30	\$ 96,102.23	\$ 120,127.78	\$ 144,153.34
Recreation & Parks Director	30			
IT Director	31	\$ 100,907.34	\$ 126,134.18	\$ 151,361.01
Inspections Director	32	\$ 105,952.71	\$ 132,440.88	\$ 158,929.06
Fire Chief	33	\$ 111,250.34	\$ 139,062.92	\$ 166,875.51
Public Works Director	33			
Finance Director	34	\$ 116,812.86	\$ 146,016.07	\$ 175,219.29
Police Chief	34			
Utilities Director	34			
Assistant City Manager	39	\$ 149,086.10	\$ 186,357.62	\$ 223,629.14
Mayor (monthly stipend)		\$825.23		
City Council (monthly stipend)		\$506.61		

Rates & Fee Schedule

May 13, 2025



CITY OF GRAHAM

RATES AND FEES

SCHEDULE

2025 - 2026

PROPOSED

**EFFECTIVE:
JULY 1, 2025**

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Please see changes in red on the following pages:

Page 9 -10 – Re-inspection fees

Page 14 – Parking fines

Page 16 – Boat rental fees

Page 21 – Sanitation fees

Page 21 – Water Rates

Page 22 – Meter Box fees
Meter Re-read fees

Page 22 - 23 – Sewer Rates
Sewer Deposit
Sewer Clean-out
Water Meter Fee
Road bores and pavement cut fees

Assessments

Curb and Gutter	Set by City Council based on individual project cost
Paving	Set by City Council based on individual project cost
Water and Sewer	Set by City Council based on individual project cost
	City will assume 50% of the total construction and engineering expense

Cemetery Fees

Grave Prices	Resident	Non-resident
Conventional Grave – 4'x8'	\$800/grave	\$2,500/grave
Cremation Grave – 4'x4'	\$400/grave	\$1,250/grave
Infant Grave – 4'x4'	\$400/grave	\$1,000/grave
Cremation Grave – 4'x8' (When Available)	\$600/grave	\$2,000/grave
2 nd Right to Interment (When Available)	\$200/grave	\$500/grave
Cremation-Subdividing of Graves	\$200	\$400
Deed Transfers		
Transfer from Resident to Resident	\$5 administrative fee	
Transfer from Resident to Non-resident	\$1,700 per grave + administration fee	
Interment Costs		
Monday – Friday (prior to 2:00pm) ^{2**}	\$500	
Monday – Friday (2:00 pm and after) ^{2**}	\$650	
Saturdays ^{1,2}	\$1,000	
Sundays ² and Holidays ^{2,3}	\$1,250	
Cremation, Infant and 2nd Right Interment Costs		
Monday – Friday (prior to 2:00pm) ^{2**}	\$250	
Monday – Friday (2:00 pm and after) ^{2**}	\$400	
Saturdays ^{1,2}	\$750	
Sundays ² and Holidays ^{2,3}	\$1,000	
Markers		
Permit Fee – Single or Double*	\$100	
Installation – Single Memorial	\$150	
Installation – Double Memorial	\$175	
Installation Fee is \$50 for reputable companies approved by the City of Graham		
*Installation Fee is waived for Veterans with an approved government-supplied marker.		
** Based upon arrival time at the cemetery		
¹ Saturday rate begins at 4:00pm on Friday and ends at 7:00am on Sunday.		
² \$50.00 per half-hour surcharge after one hour of arrival time or any time after 3:30pm.		
³ The holiday rate applies to any holiday observed by the City.		
Please Note: Processing fee will be added for all electronic payments.		

Laboratory Testing Fees

BOD	\$25
Suspended Solids	\$18
Phosphate (total)	\$20
Ammonia	\$20
Turbidity	\$10
Temperature and pH	\$10
Coliform Total / Fecal / E. coli Coliform Bacteria	\$30
Coliform Bacteria	\$30
Heterotrophic Plate Count	\$40
TSS Surcharge Fees	\$0.32/lb > 250 mg/l
BOD Surcharge Fees	\$0.32/lb > 300 mg/l
Application for New Significant Industrial User (SIU) Permit	\$200
Application for New Non-SIU (Local) Sewer Use Permit	\$100
Renewal of any existing permit	\$150
Composite Sampling Fee (Setup/Use/Pickup of Sampler)	\$200
Grab Sampling fee	\$65
Annual Administrative Fee	\$150
Fats, Oils, and Grease Annual Inspection	\$30

Analysis performed by an outside commercial laboratory will be the cost of analysis plus 20%.

Please Note: A processing fee will be added for all electronic payments.

Development Fees

Development Ordinance Book (printed or flash drive)	\$20 flat fee
Major Subdivision Preliminary Plat Review Fee (5 or more lots)	\$10 per lot (\$200 min).
Planned Unit Development Rezoning Request	\$5 per acre (\$200 min, \$500 max)
General Rezoning Request	\$200 flat fee
Conditional Rezoning Request	\$300 flat fee
Special Use Permit	\$300 flat fee
Final Plat Major Subdivision (more than 5 lots)	\$50 flat fee
Final Plat Minor or Exempt Subdivision (up to 5 lots)	\$25 flat fee
Variance Request	\$300 flat fee
Non-Residential Site Plan TRC Review Fee (excluding subdivision)	\$250 (1 st and 2 nd included) \$100 per review after the 2 nd review.
Annexations	\$250 per request
Administrative Amendment to Council-Approved Plans	\$100 flat fee
Wireless Telecommunications Facility	\$500 legal review fee in addition to other applicable fees
Fire Flow Test Fee	\$1,200 for all requested fire flow tests and re-test
Site Development/Right of Way Improvement Re-Inspection	\$350 \$700-2 nd \$1,050 3 rd etc.

Please Note: A processing fee will be added for all electronic payments.

Engineering, Construction Plan Review, and Inspection Fees

Street Plan Review and Inspection Fee	For all streets, the fee includes construction plan review and permitting, and record drawings and mapping review. In addition, the plan includes limited inspection of subgrade, base courses, asphalt, and curb and gutter: \$2.00 per linear foot of public street and \$1.00 per linear foot of private streets.
Waterline Plan Review and Inspection Fee	For all water lines, the fee includes construction plan review, permitting, and record drawings review and mapping. In addition, the fee includes limited inspection of backfill and trench compaction, and coordinating pressure testing and line disinfection: \$1.50 per linear foot of the water line.
Sanitary Sewer Line Plan Review and Inspection Fee	The fee for all sanitary sewer lines includes construction plan review and permitting, record drawings review, and mapping. In addition, the fee includes limited inspection of backfill and trench compaction, coordinating sewer line and manhole testing, and line video review inspections: \$1.50 per linear foot of sanitary sewer line.
Storm Sewer Line Plan Review and Inspection Fee	The fee for all storm sewer lines includes construction plan review and permitting, record drawings review, and mapping. In addition, the fee includes limited inspection of backfill and trench compaction and line video review inspection: \$1.00 per linear foot of storm sewer line.
Water and Sewer Services	For all water and sewer services, from the mainline tap to the property line, including limited inspection of backfill and trench compaction: \$100.00 per lot or \$50.00 for each residential service or \$200 for each water service larger than 1 inch or sewer service larger than 4 inches.
Backflow Prevention Device Plan Review and Inspection Fee	For all water services other than a standard water tap, a \$200 plan review and inspection fee will be charged for services requiring a backflow prevention device (domestic, fire, and lawn irrigation).
High-Density Stormwater Management Review and Inspection Fee	This fee applies to all High-Density Stormwater Management plans and devices, including construction plan review and permitting. In addition, it includes limited inspection of constructed stormwater devices: \$1,000 per device, with one-half payable at the time of plan submittal.

Low-Density Stormwater Management Review and Inspection Fee	For all Low-Density Stormwater Management plans and devices, including construction plan review and permitting. \$150 flat fee.
Sewer Pump Stations Requiring Permit Fee	For all sewer pump stations requiring a permit, the fee is \$5,000, which includes plan review, permitting, record drawings review, and limited construction inspection.
Buffer Authorization Permit Fee	Exempt Buffer Disturbance - \$25. Non-Exempt Buffer Disturbance - \$250.
Floodplain Development Permit Fee	\$50 permit flat fee. Impacts to the floodway required FEMA permitting – an additional \$250.
Water System Hydraulic Modeling	Water modeling for extensive offsite waterlines (over 1,000 linear feet of offsite extension) is to be completed by the City's chosen outside contractor. The cost of modeling is to be the City's cost.

Non-routine or excessive inspections include holidays, weekend inspections, and after-hours work. Non-routine or excessive inspection may include repeat inspections due to contractor failure or lack of coordination by the contractor. Non-routine or excessive inspections will be charged a rate of \$100/hour per person after the second inspection, re-inspections, holidays, and weekends, with inspections that require multiple people present to be charged at multiples of this rate.

Construction Plan Review and Inspection Fees are to be fully paid before the approval of construction drawings.

Please Note: A processing fee will be added for all electronic payments.

Inspection Fees

Building Permit

Minimum Permit Fee	\$60
Residential (total structural square feet)	\$0.25 per sf
Commercial	\$5 per \$1,000 of value
Re-inspection Fee ¹	\$60 -\$100
Building Plan Review, Commercial	\$200 buildings up to 10,000 sf \$200 + \$0.01 per sf for buildings >10,000 sf
Building Plan Review, Commercial Upfit	\$100
Building Plan Review, Residential	\$60
Sprinkler System (review and permit)	\$100
Swimming Pool	\$100
Sign	\$60
Building Fee Misc.	\$60
Home Recovery	\$10

Electrical Permit

Minimum Permit Fee	\$60
Extra Trip	\$30 per trip
Re-Inspection Fee ¹	\$60 -\$100
Mobile Home Park Spaces (1-5)	\$60
Mobile Home Park Spaces (above 5)	\$6 per space
Billboards	based on service size
Saw Service	\$60
Temporary Service for Construction Site	\$60
Temporary Power for Sec. 10.8 N.C.E.C	\$60
Residential and Commercial Service	\$0.10 per sf
Low Voltage Wiring	\$0.05 per sf
Security System	\$60
Wiring Swimming Pool	\$110

Heating and Air Conditioning Permit

Minimum Permit Fee	\$60 plus \$5 per additional thousand
Re-Inspection Fee ¹	\$60 -\$100
Ansul Test on Hoods	\$100
Duct Test (smoke)	\$60
New Gas Line	\$60
Temporary Gas	\$60
Fireplace	\$60

Insulation Permit

Single Family Dwellings	\$60
Multi-Family Dwellings	\$30 per unit
Re-Inspection Fee ¹	\$60 -\$100

Plumbing Permit

First Fixture ³	\$60
Each Additional Fixture ³	\$10
Water Tap Non-Sewer Use	\$60
Re-Inspection Fee ¹	\$60 -\$100

Mobile Homes

On-Site Inspection for HUD-Labeled	\$200 all-inclusive
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Miscellaneous Building

ABC Inspection	\$100
Demolition of Building	\$60 plus \$1,000 cash bond
Driveway Permit ²	\$60
Moving of Building	\$60 plus \$1,000 cash bond
New Business Building & Fire Inspection	\$60
Fire Re-Inspection Fee ¹ (routine inspections)	\$60-3 rd , \$120-4 th , \$180-5 th , etc.
On-Site Consultations (all trades)	\$60
Tanks (50-10,000 gallons)	\$60
Tanks (over 10,000 gallons)	\$2 per additional thousand gallons
Change of Contractor	\$60
Daycare Inspections	\$100

Inspection Fee Notes

1. A re-inspection fee may be assessed when the permitted work is not ready at the time of the requested inspection or when recurring deficiencies exist.
2. Before cutting or constructing a driveway, persons must apply to and secure a permit from the City Building Inspector and pay the applicable fee.
3. For multi-family developments, each unit shall be calculated individually for plumbing permits.
4. Any change of contractor will incur a \$60 fee.

Please Note: Processing fee will be added for all electronic payments.

Labor and Equipment Fees

Superintendent	\$ actual
Equipment Operator or Labor Supervisor	\$ actual
All Other Labor	\$ actual
Motor Grader	\$45
Track Loader	\$125
Rubber Tired Loader	\$40
Tandem Dump Truck	\$67
Dump Truck	\$53
Dumpster	\$400
Roller	\$30
Tractor	\$22
Tack Distributor	\$18
Backhoe	\$44
Air Compressor	\$12
Snowplow	\$23
Pickup Truck	\$12
Sweeper	\$100
Flusher	\$33
Low Boy Trailer	\$20
Chipper	\$32
Chainsaw, Concrete Saw, and Tamp	\$5
Grinder and Line Remover	\$15
Paint Gun	\$10
Bush Hog	\$10
Sewer Roder	\$15
CL12 Taping Machine	\$12
Pumps, Other Taping, and Other Small Equipment	\$5
Bucket Truck	\$45
Paver	\$67
Cement Mixer	\$8

Straw Blower	\$8
Utility Trailer	\$10
Sewer Jet Machine	\$15
Welding/Generator Trailer	\$15
TV Inspection Camera	\$15
Skid Steer Loader	\$25
Hydraulic Breaker	\$15
Message Board	\$5
Dozer	\$55
UTV	\$14
Excavator	\$82
Mini Excavator	\$21
Leaf Picker	\$75
Tracked Skid Steer	\$36
Boom Mower	\$30
Crew Cab Service Truck	\$20

Labor and Equipment Notes

- ❖ 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.
- ❖ Minimum rate of two hours.

Please Note: Processing fee will be added for all electronic payments.

Miscellaneous Fees

Auto Mileage Reimbursement	Current USGA rate for POV mileage reimbursement (www.gsa.gov)
Return Check Penalty	\$25
Print Copy (11x17)	\$1.50 per page
Print Copy (18x24)	\$5.00 per page
Print Copy (34x44)	\$10.00 per page
Copy Fee	\$0.25 per page
Faulty Burglar Alarm (Sec. 2-222(c))	\$50 after two faulty alarms during two calendar months

Faulty Fire Alarms (Sec. 2-246(d))	\$50 after two faulty alarms during two consecutive months
Fingerprinting for Public	\$3 for identification only; no charge for children 12 years old and younger
Lot Mowing Administrative Fee	\$50 per mowing
Notice of Attachment and Garnishment	\$5 per GS-105-368
Sign Damage Fees	
City Limit Sign	\$75 plus pole, plus labor
Stop Sign, 30x30	\$40 plus pole, plus labor
Stop Sign, 36x36	\$60 plus pole, plus labor
Stop Sign, 48x48	\$120 plus two poles, plus labor
City-Wide Speed Limit Sign, 42x30	\$85 plus two poles, plus labor
City-Wide Speed Limit Sign, 60x36	\$150 plus two poles, plus labor
Warning Signs (e.g. curve, dead-end)	\$55 plus pole, plus labor
Regulatory Signs (e.g. speed limit, weight limit, do not enter, yield)	\$45 plus pole, plus labor
One-Way Arrows	\$30 plus pole, plus labor
Street Name Sign	\$150 plus labor
All Parking Regulation Signs	\$20 plus pole, plus labor
School/Pedestrian Crossing Sign	\$110 plus pole, plus labor
Downtown Residential Parking Permit	\$20 per year
Pole	\$35
Labor	(Actual Rate)
Solicitors/Canvassers Permit	\$25 per Sec. 6-70
Solicitation Fee	\$50
Street Signs (City Style for Private Streets)	\$150 complete set with two blades, poles, bracket, cap, and installation
Street Signs (City Style for Private Streets)	\$85 sign set only, no pole or installation
Street Cuts (up to 4'x5' or 20 sf)	\$40 minimum
Street Cuts (over 4'x5' or 20 sf)	\$40 minimum plus \$2 per additional sf
Taxi Driver Permit	\$1 per Sec. 6-162
Temporary Encroachment Permit	\$40 plus labor

Temporary Parking Permit	\$5 per day \$25 per month \$150/year Sec. 20-161
Topographic Diskette with One Sheet	\$25 per map
Topographic Map Blueprint	\$10 per map
Topographic Maps Disk (of Graham & Burlington)	\$150 plus labor
Trimming City-Owned Trees Bond	\$50,000 Property Damage
Trimming City-Owned Trees Bond	\$50 Personal Injury
Trimming City-Owned Trees	\$15 per Sec. 10-63
Cement Catch Basin Cover	\$475
Parking Violation/Citation (City Ordinance Sec. 20-2 – Civil Penalties)	\$10-\$20
Parking over the allowed time (2hrs)	\$10 additional citation in 2-hr increments
Late Payment	\$10 30 days – additional \$10.00 60 days – additional \$10.00 90 days – additional \$10.00 After 60 days, ticket fines will be sent to debt setoff status for payment.

A processing fee will be added for all electronic payments.

Miscellaneous Compensation

Mayor	\$825.23 per month
City Council Member	\$506.61 per month
Cell Phone Allowance	\$35 per month
Fire Fighter's Compensation	\$10 per call/meeting/Training for Volunteers Supplemental Retirement \$3,000, as set by the Manager/Council

Recreation and Parks Department Fees

Athletics/Camps

	Resident	General Public	Commercial
Athletics ¹	\$25	\$40	N/A
¹ 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 the full fee, and three or more children will each be charged 50% of the full fee.			
Athletic Camps Including Soccer, Basketball, Baseball, Softball, Flag Football, Lacrosse	Fees for each camp will be set by the GRPD Director and the Athletic Supervisor, based on facility, staffing, and equipment needs.		N/A
Summer Day Camp			
10 Weeks	\$575/1 st child	\$745/1 st child	
6 weeks	\$350/1 st child	\$450/1 st child	
Weekly ²	\$70/child	\$86/child	
Daily ²	\$21/child	\$26/child	
Multiple Child Discount ³	\$30/child	\$30/child	
² Limited based on availability. ³ Discounts will not be given on weekly or daily rates.			

Please Note: A processing fee will be added for all electronic payments.

Special Events and Programs

The GRPD Director may set fees for special events and programs based on facility, staffing, and equipment needs.

Graham Recreation Center

	Resident	General Public	Commercial
Open Gym Basketball			N/A
Ages 16-54	\$1/visit	\$1/visit	
Ages 15 & U; 55+	FREE	FREE	
Weight Room			
Ages 16-54	\$1/visit	\$1/visit	

Ages 16-54	\$40/six-month pass	\$55/six-month pass	
Ages 16-54	\$25/three-month pass	\$40/three-month pass	
Ages 55+	Free	Free	

Please Note: Processing fee will be added for all electronic payments.

Graham-Mebane Lake

	Fees for All Customers	Commercial
Boat Launching ²	\$9/vessel	N/A
Boat Launching-Seniors ^{2,4}	\$4/vessel	
Non-motorized Vessel Launching ³	\$6/vessel or \$45/year	
Non-motorized Vessel Launching-Seniors ^{3,4}	\$3/vessel or \$30/year	
Bank Fishing	\$3/person or \$35/year	
Bank Fishing-Seniors ⁴ & Persons w/100% Disability	\$1/person or \$15/year	
Annual User Fee Permit ⁵	\$70/year	
Annual User Fee Permit-Seniors ^{4,5}	\$50/year	
Annual User Fee Permit-Group	\$125/year	
Boat Launching-Maintenance & Demonstrations ⁶	\$4/vessel	\$4/vessel or \$300/annual
	Fees for All Customers	Commercial
Jon Boats	\$154 hrs./ \$15 \$16/8hrs/	N/A
Canoe Rental	\$15/4hrs/ \$15 \$20/8hrs	
Solo Kayak Rental	\$12/4 hrs./ \$15 \$18/8 hrs	
Tandem Kayak Rental	\$18/4 hrs./ \$15 \$24/8 hrs.	
Event Rental	\$175/5 hrs.	\$275/5 hrs.

² All motorized boats including jet skis.

³ All non-motorized vessels including kayaks, canoes & paddleboards.

⁴ Senior fee begins at age 65.

⁵ Includes boat launching and daily fees for a single individual and covers a maximum of two boats

⁶ No Recreational activities (fishing, skiing, etc.) allowed; for boat and/or trailer maintenance/repair checks, swapping of boats and trailers, and all demonstrations for potential sales; fee is for a one-hour limit, activity over one hour will be charged the full boat launch fee; no charge for the general public if the boat remains on trailer.

Please Note: A processing fee will be added for all electronic payments.

Facility Rental Fees

Bill Cooke Park

Field/Room/Equipment	Resident/Non-Profit ^{1*}	General Public	Commercial*
Passive Areas Open Space, Perimeter Trail, Etc.	\$150 (5 hrs. max)	\$200 (5 hrs. max)	\$275 (5 hrs. max)
Single Field Field #1, Field #2 or Field #3	\$150/day (10 hrs.) \$20/hr.	\$200/day (10 hrs.) \$25/hr.	\$275/day (10 hrs.) \$35/hr.
	Resident/Non-Profit ^{1*}	General Public	Commercial*
Field Prep	\$20 ea.	\$20 ea.	\$20/ea.
Field Lining	\$10 ea.	\$10 ea.	\$10 ea.
Lights (single field)	\$25/hr.	\$25/hr.	\$25/hr.
Scoreboard (single field)	\$20/hr.	\$20/hr.	\$20/hr.
Staff Supervision ²	\$20/hr.	\$20/hr.	\$20/hr.

¹Must be a 501(c)(3), tax-exempt or charitable organization in good standing and must be approved by the City of Graham.

²Supervision Fee may be waived for City of Graham employees upon approval of the GRPD Director or Athletic Supervisor.

*All rentals to Non-Profit and Commercial entities must be approved by the GRPD Director.

Please Note: A processing fee will be added for all electronic payments.

Graham Recreation Center

	Resident/Non-Profit ^{1*}	General Public	Commercial*
Full Center Gym #1, Gym #2, Room #1 & Kitchen	\$60/hr. + staff fee	\$120/hr. + staff fee	\$240/hr. + staff fee
Room #1 Multi-purpose Room, Includes Kitchen	\$20/hr. + staff fee	\$40/hr. + staff fee	\$80/hr. + staff fee
Gym #1-Full Gym, Includes Kitchen	\$30/hr. + staff fee	\$60/hr. + staff fee	\$120/hr. + staff fee
Gym #2-Half Gym, Includes Kitchen	\$25/hr. + staff fee	\$50/hr. + staff fee	\$100/hr. + staff fee
Tables ³ (For Use Outside Center)	\$3/table per day	\$3/table per day	\$3/table per day
Chairs (For Use Outside Center)	\$0.25/chair per day	\$0.25/chair per day	\$0.25/chair per day
Staff Supervision ²	\$20/hr.	\$20/hr.	\$20/hr.
Cleaning Deposit ⁵	\$50	\$50	\$50

¹Must be a 501(c)(3), tax-exempt or charitable organization in good standing and must be approved by the City of Graham.

²Supervision Fee may be waived for City of Graham employees upon approval of the GRPD Director or Athletic Supervisor.

³Each rental will be charged a \$50 refundable security deposit.

⁵Refundable and included in all rentals.

*All rentals to Non-Profit and Commercial entities must be approved by the GRPD Director.

Please Note: A processing fee will be added for all electronic payments.

Graham Civic Center

	Resident/Non-Profit ^{1*}	General Public	Commercial*
Full Center, Includes Kitchen	\$20/hr. + staff fee	\$40/hr. + staff fee	\$80/hr. + staff fee
	\$75/5 hrs. + staff fee	\$150/5 hrs. + staff fee	\$300/5 hrs. + staff fee

	\$132/10 hrs. + staff fee	\$265/10 hrs. + staff fee	\$530/10 hrs. + staff fee
Sand Volleyball Court	\$15/hr.	\$20/hr.	\$30/hr.
Staff Supervision ²	\$20/hr.	\$20/hr.	\$20/hr.
Cleaning Deposit ⁵	\$50	\$50	\$50

¹Must be a 501(c)(3), tax-exempt or charitable organization in good standing and must be approved by the City of Graham.
²Supervision Fee may be waived for City of Graham employees upon approval of the GRPD Director or Athletic Supervisor.
⁵Refundable and included in all rentals.
 *All rentals to Non-Profit and Commercial entities must be approved by the GRPD Director.
Please Note: A processing fee will be added to all electronic payments.

South Graham Park

	Resident/Non-Profit ^{1*}	General Public	Commercial*
Sand Volleyball Court	\$15/hr.	\$20/hr.	\$30/hr.

¹Must be a 501(c)(3), tax-exempt or charitable organization in good standing and must be approved by the City of Graham.
 *All rentals to Non-Profit and Commercial entities must be approved by the GRPD Director.
Please Note: A processing fee will be added for all electronic payments.

Maple St. Center

	Resident/Non-Profit ^{1*}	General Public	Commercial*
Full Center, Does Not Include Kitchen	\$15/hr. + staff fee	\$30/hr. + staff fee	\$60/hr. + staff fee
Supervisory Staff Fee ⁴	\$20/hr.	\$20/hr.	\$20/hr.
Cleaning Deposit ⁵	\$50	\$50	\$50

¹Must be a 501(c)(3), tax-exempt or charitable organization in good standing and must be approved by the City of Graham.
⁴Supervisory fees must be paid for all centers. An additional hour will be added to all rentals for facility preparations. Supervisory fees may be waived for the Graham Recreation Center during regular business hours and for all centers for City of Graham employees upon approval of the GRPD Director or Center Supervisor.
⁵Refundable and included in all rentals.
 *All rentals to Non-Profit and Commercial entities must be approved by the GRPD Director.
Please Note: A processing fee will be added for all electronic payments.

Shelters

	Resident	General Public	School Systems	
Bill Cooke Park, Shelter #1 & Shelter #2	\$25/reservation period	\$50/reservation period	Alamance Co. Schools	Non-Alamance Co. Schools
S. Graham Park, Shelter A & Shelter B			FREE	\$20
Graham Regional Park				
Graham-Mebane Lake				

Please Note: A processing fee will be added for all electronic payments.

User Fees

Refuse Fees

*Recycling	\$7 per unit, per month
*Sanitation Fee	\$6.50 \$7.50 per unit, per month
Compost Bin	\$50 per bin
New Home Garbage & Recycling Container	\$70 per container
***Bulk Waste (in excess of 2 clamshell bites)	\$22 per cubic yard in excess of 2
***Tree Trimmings (in excess of 2 clamshell bites)	\$16 per cubic yard in excess of 2
*All water customers inside the City Limits without containerized disposal systems (dumpsters) per customer or dwelling unit.	

Please Note: A processing fee will be added for all electronic payments.

Stormwater Fee

Stormwater Charge	\$3.50 per month per utility account
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Water Rates

Water Base Rate (per month)	\$5.89 \$6.13
Water Rates per 1,000 gallons (Inside City Limits)	
0-2,500	\$4.06 \$4.22
2,500-10,000	\$4.57 \$4.75
10,001-100,000	\$4.58 \$4.76
100,001-1,000,000	\$4.64 \$4.83
1,000,001-2,000,000	\$4.71 \$4.90
2,000,000+	\$4.76 \$4.95
Water Rate (Outside City Limits)	Double inside rates
Water Base Rate (Outside City Limits)	\$11.78 \$12.26
Municipal Customers (per 1,000 gallons)	Inside rates
Delinquent Fee	2% (Minimum of \$5) +
Non-payment Fee	\$40
*Water Deposit (Inside Residential)	\$80

*Water Deposit (Outside Residential)	\$160
*Water Deposit (Inside Non-residential)	\$100
*Water Deposit (Outside Non-Residential)	\$200
Meter Reconnection Fee	\$100
**Meter Testing Fee (Inside)	\$10
**Meter Testing Fee (Outside)	\$20
Service Initiation Fee	\$10
Backflow Annual Testing (For Irrigation Accounts)	\$3.48 per month
Hydrant Meter Deposit	\$2,000
Raise or Adjust Water Meter Box (Inside Resident)	\$125
Raise or Adjust Water Meter Box (Outside Resident)	\$250
Meter re-read with no City error (Per Re-read)	\$10

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

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

Sewer Rates

Sewer Base Rate (per month)	\$5.89 \$6.13
Sewer Rates per 1,000 gallons:	
0-2,500	\$7.02 \$7.30
2,500-10,000	\$13.59 \$14.13
10,001-100,000	\$13.68 \$14.23
100,001-1,000,000	\$13.76 \$14.34
1,000,001-2,000,000	\$13.85 \$14.40
2,000,000+	\$13.95 \$14.51
Unmetered Sewer Charge (per month)	\$79.29 \$82.46
Outside User Sewer Surcharge (per month)	\$34.77 \$36.16
Sewer Deposit (Inside Residential)	\$80
Sewer Deposit (Outside Residential)	\$160
Adjust Sewer Cleanout (Inside Residential)	\$125
Adjust Sewer Cleanout (Outside Residential)	\$250

Water and Sewer Tap and System Development Fees

Water & Sewer Tap & Meter Fees					
	Water Meter Fee	Water Tap Fee (Inside City limits)	Water Tap Fee (Outside City limits)	Sewer Tap Fee (Inside City limits)	Sewer Tap Fee (Outside City limits)
Residential Dwelling Unit (3/4" Meter - 2 BR)*	\$350\$475	\$2,000	\$4000	\$2000	\$4000
Residential Dwelling Unit (3/4" Meter - 3 BR)*	\$350\$475	\$2000	\$4000	\$2000	\$4000
Residential Dwelling Unit (3/4" Meter - 4 BR)*	\$350\$475	\$2000	\$4000	\$2000	\$4000
Residential Dwelling Unit (3/4" Meter - 5 BR)*	\$350\$475	\$2000	\$4000	\$2000	\$4000
All Other Zoning Categories/Uses - 3/4" Meter	\$350\$475 Owner or Developer is responsible for providing meters meeting City or Graham Standards and	Owner or Developer is responsible for providing taps for all other types, sizes, and zoning classifications except for fire suppression taps in the #1 fire district where taps will be provided by the City. An additional \$500 charge for road bores and pavement cuts. Any work requiring pavement or concrete work will require an on-site estimate.			
All Other Zoning Categories/Uses - 1" Meter					
All Zoning Categories/Uses - 1.5" Meter					
All Zoning Categories/Uses - 2" Meter					
All Zoning Categories/Uses - 3" Meter					
All Zoning Categories/Uses - 4" Meter					
All Zoning Categories/Uses - 6" Meter					

Water & Sewer System Development Fees - July 1, 2022				
Customer Type	Equivalent Residential Unit‡	Water Fee	Sewer Fee	Total Fee
Residential Dwelling Unit (3/4" Meter - 2 BR)	1	\$1,100	\$1,100	\$2,200
Residential Dwelling Unit (3/4" Meter - 3 BR)	1.5	\$1,650	\$1,650	\$3,300
Residential Dwelling Unit (3/4" Meter - 4 BR)	2	\$2,200	\$2,200	\$4,400
Residential Dwelling Unit (3/4" Meter - 5 BR)	2.5	\$2,750	\$2,750	\$5,500
All Other Zoning Categories/Uses - 3/4" Meter	1	\$1,100	\$1,100	\$2,200
All Other Zoning Categories/Uses - 1" Meter	1.67	\$1,837	\$1,837	\$3,674
All Zoning Categories/Uses - 1.5" Meter	3.33	\$3,663	\$3,663	\$7,326
All Zoning Categories/Uses - 2" Meter	5.33	\$5,863	\$5,863	\$11,726
All Zoning Categories/Uses - 3" Meter	11.67	\$12,837	\$12,837	\$25,674
All Zoning Categories/Uses - 4" Meter	21	\$23,100	\$23,100	\$46,200
All Zoning Categories/Uses - 6" Meter	43.33	\$47,663	\$47,663	\$95,326

*Applicable System Development Fee(s) for development requiring smaller or larger water meters will be calculated on a project specific basis using rates and methodology identified in the City's System Development Fee Analysis.

‡Equivalent Residential Unit is approximate multiplier adapted from AWWA Manual of Water Supply Practices-M1, Principles of Water Rates, Fees, and Charges.

*120 gallons per day per bedroom (min. 2-BR)

Notes:

- (1) Water and Sewer Development Fees are based on the number of bedrooms proposed for standard residential meter connections. Water and Sewer Development Fees for other metered connections are based on the meter size of the connection.
- (2) Any item not included in the above schedule shall be referred to the City Manager for a specific price determination.
- (3) Except for development involving the subdivision of land, the above fees are payable at the time of application for connection. For development involving the subdivision of land, System Development Fees shall be paid at the time of plat recordation or when water or sewer service is committed by the City, whichever comes first.
- (4) Projects may pre-pay water and sewer development fees after construction plan approval or after water and sewer permit issuance. Pre-payment will be based on the applicable fees at that point in time. Prepayment of fees will not be impacted by future changes in fees, in that no fees will be returned due to reduced fees, nor additional fees charged due to increases in fees.
- (5) Owner or Developer is responsible for providing taps for all non-standard types, sizes, and zoning classifications except for fire suppression taps in the #1 fire district where taps will be provided by the City and for standard residential taps as noted above.
- (6) Owner or Developer is responsible for providing meters meeting the City of Graham Standards and Specifications for all other types, sizes, and zoning classifications for all meters above ¾" in size.
- (7) Owner or Developer of a residential subdivision, as defined in *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.

Please Note: A processing fee will be added for all electronic payments.

Capital Improvement Plan (CIP)

May 13, 2025



What is a Capital Improvement Plan?

A Capital Improvement Plan (CIP) is a financial planning and management tool that lists proposed capital projects and capital purchases for a rolling five-year (General Fund) or ten-year (Water & Sewer Fund) period. This multi-year document identifies and prioritizes the need for improvements and purchases and coordinates their funding and optimal time frames for completion. It is also a process that provides order and continuity to the repair, replacement, construction and/or expansion of the City's facilities. It puts a focus on preserving our infrastructure while ensuring the efficient use of public funds.

The CIP also serves to inform the taxpayers of Graham how the City plans to prioritize, schedule, and coordinate capital improvement projects over the next five years. The benefits of creating and annually updating the CIP include:

- Prudent use of taxpayer dollars;
- Focusing the City expenditures on the needs expressed by the governmental departments and agencies;
- Transparency in identification of high-priority projects;
- Coordination/cost-sharing between projects;
- Improving the City's eligibility for State and Federal grants; and
- Budgeting for improvements and major renovations or purchases annually rather than reacting only to the needs for that year.



The City of Graham CIP is organized much like the annual operating budget and is separated by funds that are divisible by departments.

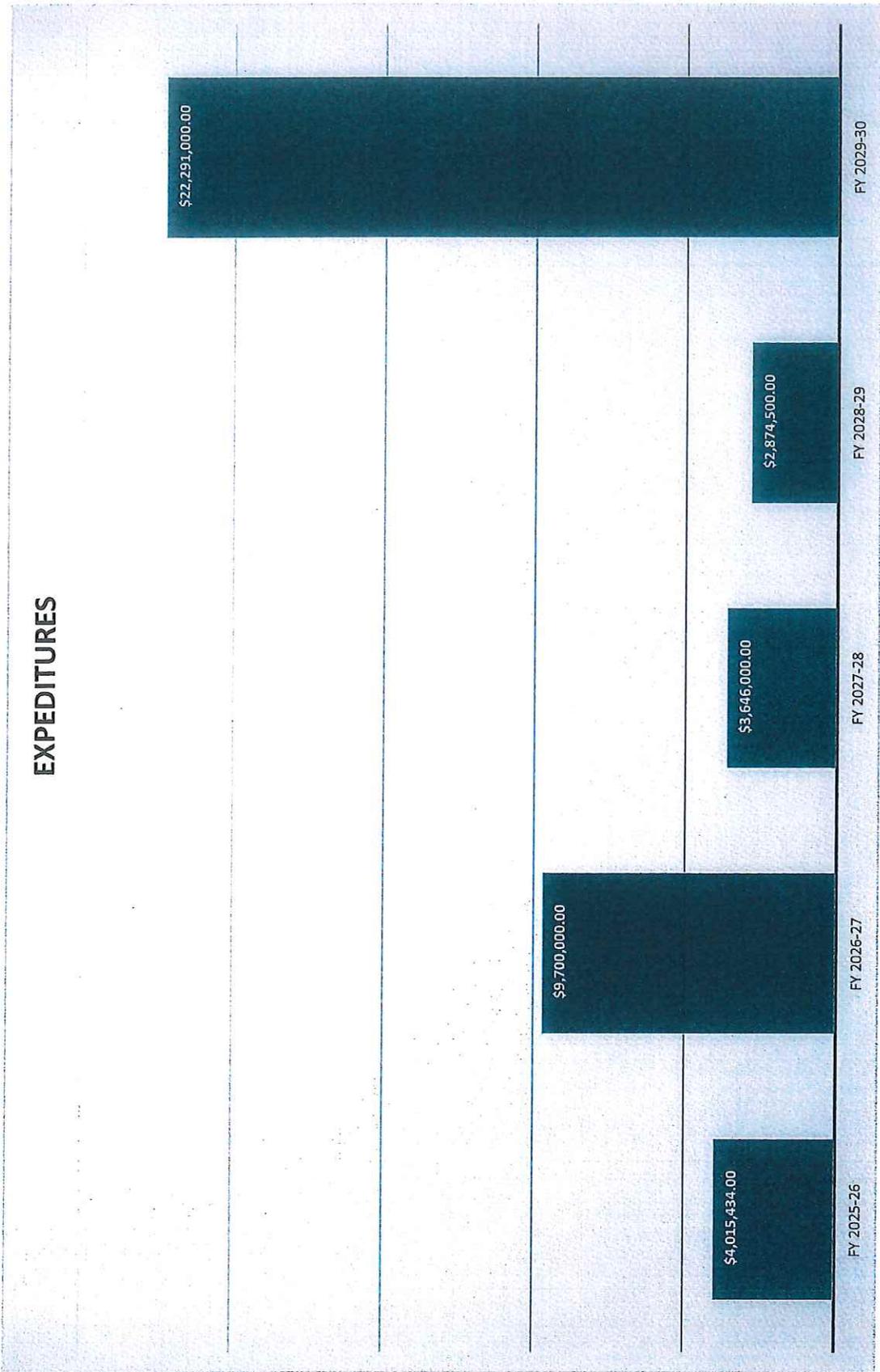
Department heads and supervisors have submitted their updated CIP requests for the next five years (10 years for Water & Sewer) with prioritization levels and justification sheets. Each worksheet represents the requests of the various departments.

GENERAL FUND

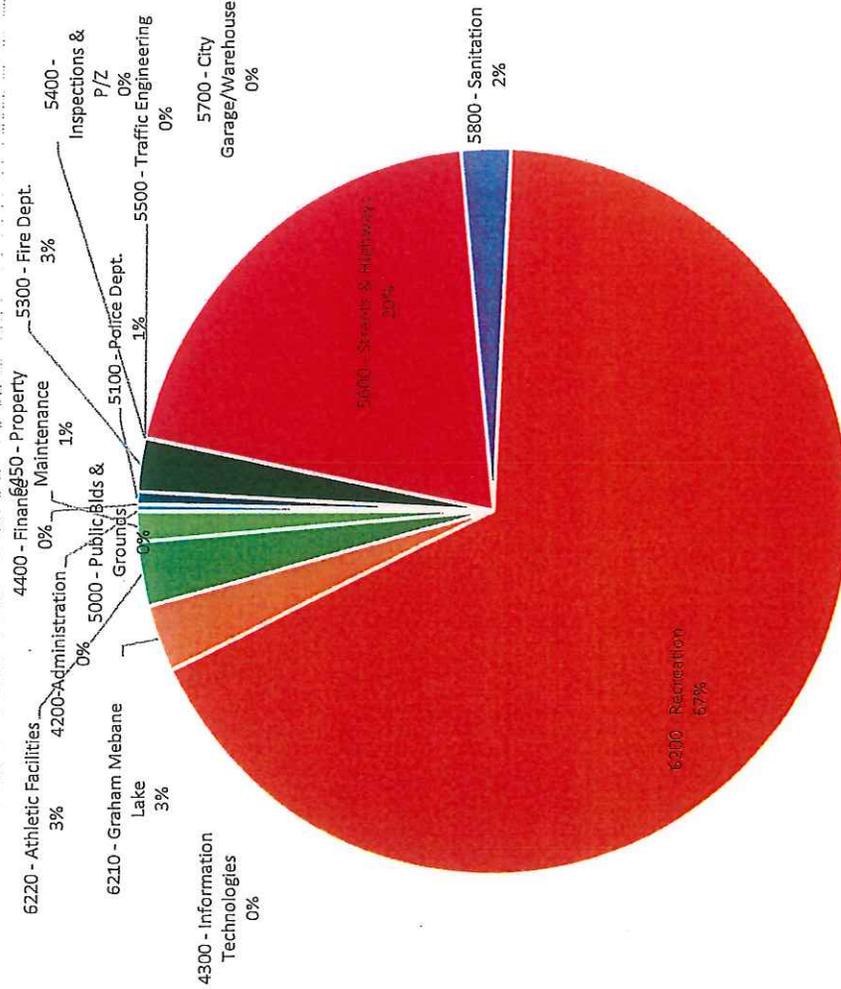
Capital Requests Met- General Fund		
Department	Account	Item
Information Technologies	4300	Alert System
Information Technologies	4300	Backup NAS
Information Technologies	4300	Datacove Archiving
Information Technologies	4300	Civic Center Fiber
Fire Department	5300	Fire Inspector Vehicle
Fire Department	5300	Hose Replacement
Garage	5700	Band Saw
		Marshall, Travora, Pomeroy Storm Drain/Stormwater
Streets & Highways	5600	Projects
Streets & Highways	5600	Snow Plow
Streets & Highways	5600	Tandem Dump Truck
Streets & Highways	5600	Public Works Asphalt Repair
Streets & Highways	5600	Linelazer Paint Sprayer
Sanitation	5800	Knucle Boom Truck
Recreation	6200	Aluminum Folding Chairs
Graham Mebane Lake	6210	Pontoon Boat Renovation
Athletic Facilities	6220	Interior Directional Signs
Property Maintenance	6450	F-250 4x4 Truck with Plow
Property Maintenance	6450	Zero Turn Mower
Property Maintenance	6450	HVAC Replacement-Touched by Angels

GENERAL FUND

EXPEDITURES



GENERAL FUND



DEPARTMENTAL EXPENDITURE PERCENTAGE

Department	Percentage
4200-Administration	0%
4300 - Information Technologies	0%
4400 - Finance	0%
5000 - Public Bldgs & Grounds	0%
5100 - Police Dept	1%
5400 - Inspections & P/Z	0%
5500 - Traffic Engineering	0%
5700 - City Garage/Warehouse	0%
5600 - Streets & Highways	20%
5800 - Sanitation	2%
6200 - Recreation	67%
6210 - Graham Mebane Lake	3%
6220 - Athletic Facilities	3%
6450 - Property Maintenance	1%



2026-2030 CIP CAPITAL
IMPROVEMENT
PROJECT DESCRIPTION



Project Title: Citizen Alert System

Description and Scope

Software to alert citizens and employees of dangerous events.

Priority:

Medium

Category:

IV. New Program

History and Current Status

We currently do not have a system in place to push out important information other than our website and Facebook.

Justification/Purpose

This system would be used to inform the citizens of Graham about upcoming events, weather, outages, and dangerous events in real time.

Impact if Delayed/Alternatives

Continue using Facebook and our website.

Operating Impact/Other Comments

Yearly purchase of credits

Cost

	Prior	25-26	26-27	27-28	28-29	29-30	Future
Planning/Design							
Purchase	7000	\$ 6,100	7000	7000	7000	7000	7000
Construction							
Equipment							
Other							
TOTAL PROJECT COSTS	\$ 7,000	\$ 6,100	\$ 7,000				

Funding

	Prior	25-26	26-27	27-28	28-29	29-30	Future
General Fund	7000	\$ 6,100	7000	7000	7000	7000	7000
General Obligation Bonds							
Grants							
Other							
TOTAL FUNDING SOURCES	\$ 7,000	\$ 6,100	\$ 7,000				

Contact Person: Jeff Wilson

Department: IT (4300)



2026-2030 CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION



Project Title: Network File Backup System (NAS)

Description and Scope

Replace current Network Attached Storage (NAS) with new unit.

This device creates and stores backups of both file servers at City Hall and PD.

Priority:

High

Category:

II. Maintenance/Replacement

History and Current Status

Current NAS is parted together from old servers and is showing signs of age. We are experiencing slowness and can't get parts to repair the old unit if it were to fail.

Justification/Purpose

Current NAS is out of warranty and needs replacing.

Impact if Delayed/Alternatives

Backup system for all city files could fail

Operating Impact/Other Comments

Current Pricing includes all licenses and hardware for five years.

Cost

	Prior	25-26	26-27	27-28	28-29	29-30	Future
Planning/Design							
Purchase		\$ 17,800					\$ 17,800
Construction							
Equipment							
Other							
TOTAL PROJECT COSTS	\$ 0	\$ 17,800	\$ 0	\$ 0	\$ 0	\$ 0	\$ 17,800

Funding

	Prior	25-26	26-27	27-28	28-29	29-30	Future
General Fund		\$ 17,800					\$ 17,800
General Obligation Bonds							
Grants							
Other							
TOTAL FUNDING SOURCES	\$ 0	\$ 17,800	\$ 0	\$ 0	\$ 0	\$ 0	\$ 17,800

Contact Person: Jeff Wilson

Department: IT (4300)



2026-2030 CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION



Project Title: Email Archiving

Description and Scope

System will capture all email sent to and from the City of Graham

Priority:

Medium

Category:

III. Expansion of Existing

History and Current Status

Currently we rely on Microsoft servers. If they ever have issues, we could loose all email history. When employees leave the city, we remove their license to hold email. This is not a guarantee and is not recommended.

Justification/Purpose

This system will make discovery requests quicker and easier.

Impact if Delayed/Alternatives

Continue relying on Microsoft.

Operating Impact/Other Comments

Leaving the old users in the current system with no license is not recommend and junks the system up per Microsoft. If it stopped working and we would loose all email history from past employees.

Cost

	Prior	25-26	26-27	27-28	28-29	29-30	Future
Planning/Design							
Purchase		\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000
Construction							
Equipment							
Other							
TOTAL PROJECT COSTS	\$ 0	\$ 8,000					

Funding

	Prior	25-26	26-27	27-28	28-29	29-30	Future
General Fund		\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000
General Obligation Bonds							
Grants							
Other							
TOTAL FUNDING SOURCES	\$ 0	\$ 8,000					

Contact Person: Jeff Wilson

Department: IT (4300)



2026-2030 CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION



Project Title: Civic Center Internet Upgrade

Description and Scope

Upgrade current cellular Internet connection at Graham Civic Center. This project would install AT&T fiber internet service

Priority:

Medium

Category:

II. Maintenance/Replacement

History and Current Status

Slow outdated cellular internet

Justification/Purpose

Current Internet connection is slow and cant handle events at the center. This would also allow the center to be used during pandemics for school wifi and natural disasters. The current Internet can only handle about two people using it continuously.

Impact if Delayed/Alternatives

If not replaced, the center would continue to struggle with events and using it as a school resource for children during pandemics.

Operating Impact/Other Comments

The center is also an emergency shelter & voting location. This location can't adequately handle either of these events with the current internet.

Cost

	Prior	25-26	26-27	27-28	28-29	29-30	Future
Planning/Design							
Purchase	\$ 480	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
Construction							
Equipment							
Other							
TOTAL PROJECT COSTS	\$ 480	\$ 7,500					

Funding

	Prior	25-26	26-27	27-28	28-29	29-30	Future
General Fund	\$ 480	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
General Obligation Bonds							
Grants							
Other							
TOTAL FUNDING SOURCES	\$ 480	\$ 7,500					

Contact Person: Jeff Wilson

Department: IT (4300)



2025-26 CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION



Project Title: Fire Hose Replacement

Description and Scope

This CIP project replaces begins a process to replace fire hose on each of our apparatus. Most of the hose we carry (62%) is older than 2010 and 34% of our hose (3700') is older than 1994. A UT Municipal Technical Advisory Panel states that fire hose should be replaced every 10 years using the NFPA 1962 standard on fire hose. While I believe that some fire hose that is not used on a regular basis (reserve apparatus) may last longer, 10-year replacement plan should be established. This plan is to replace one truck of hose for the next 4 years.

Priority:

High

Category:

III. Expansion of Existing

History and Current Status

GFD Hose records indicate that we have fire hose dating back to 1994. In fact, 3050 feet of hose can not be traced back to a date of manufacture but we believe it is older than 1994.

Justification/Purpose

NFPA Standards requires that fire hose is tested annually to ensure that the hose is free of leaks, rips, tears, and coupling damage. This is completed by a 3rd party vendor for the purpose of liability. Over the last 3 years we have seen more and more hose failing hose testing mostly due to age. In 2022, 11,250 feet of hose was tested and 700 feet failed (6%). This required us to use spare hose to fill the gap leaving us basically no hose in reserve. We now have to take hose off of another truck to replace hose that is drying before it can be placed back on a truck.

Impact if Delayed/Alternatives

We will continue to see fail at a rate of 5 to 10% per year. My concern is that it fails on the fire ground when our personnel are fighting a fire placing their lives in danger.

Operating Impact/Other Comments

Placing firefighters at risk by using very old hose that is failing at a high rate due to age.

Cost

	Prior	23-24	24-25	25-26	26-27	27-28	28-29	Future
Planning/Design								
Purchase								
Construction								
Equipment				\$27,000				
Other								
TOTAL PROJECT COSTS	\$	\$	\$	\$27,000	\$	\$ -	\$ -	\$ -

Funding

	Prior	23-24	24-25	25-26	26-27	27-28	28-29	Future
General Fund				\$27,000				
General Obligation Bonds								
Grants								
Other (Financing)								
TOTAL FUNDING SOURCES	-			\$27,000				



2025-2026 CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION



Project Title: Fire Inspections/Investigations Vehicle - Truck

Description and Scope

This CIP project replaces the current 2008 Tahoe used by the Fire Inspector. This vehicle will be dedicated for the fire inspector to efficiently conduct thorough fire inspections of buildings and facilities and ensuring compliance with fire safety codes. A truck will be equipped with specialized tools and equipment that can be secured in the covered and secured bed of the truck preventing contamination of the occupants in the vehicle. This vehicle will also be able to pull city specialty trailers as needed.

Priority:

High

Category:

III. Expansion of Existing

History and Current Status

This vehicle was purchased from Greensboro fire when it was retired and surplused from the city. We have used the vehicle for 4 additional years and needs to be replaced for the safety of the fire inspector and those that operate in the vehicle.

Justification/Purpose

Our fire inspector currently operates out of a 2008 Tahoe with high mileage and serious engine maintenance issue. As mentioned above, it is our goal to keep fire gear and equipment separated from the occupants to reduce the risk of cancer exposure. This is the only vehicle remaining where gear and equipment is stored in the same area as the occupants.

Impact if Delayed/Alternatives

Delaying the replacement can cause unnecessary exposure to cancer due to operating a vehicle with contaminated gear and equipment stored in the same vehicle.

Operating Impact/Other Comments

Cost

	25-26								Future
Planning/Design									
Purchase									
Construction									
Equipment	\$45,000								
Other									
TOTAL PROJECT COSTS	\$45,000	\$	\$ -						

Funding

	25-26								Future
General Fund	\$45,000								
General Obligation Bonds									
Grants									
Other (Financing)									
TOTAL FUNDING SOURCES	\$45,000	-	\$ -						

CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

Project Title: Garage Band Saw

Description and Scope

Replaced metal cutting bandsaw with larger model that has miter capability.

Priority:

Medium

Category:

II. Maintenance/Replacement

History and Current Status

Impact if Delayed/Alternatives

Operating Impact/Other Comments

Justification/Purpose

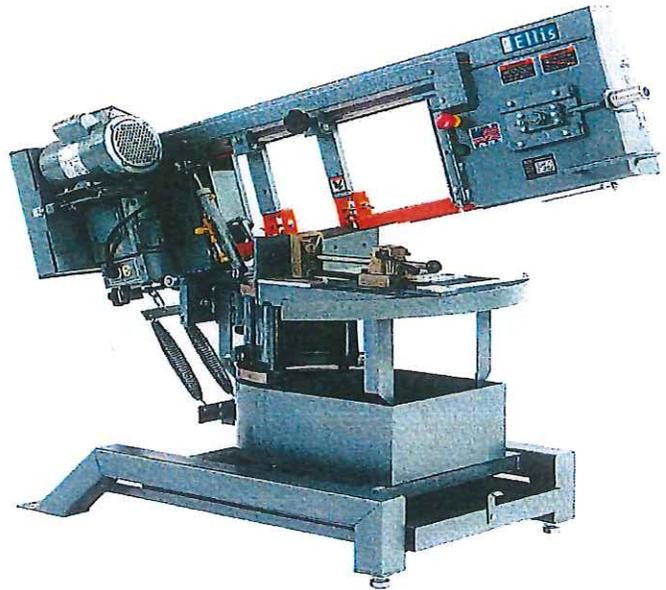
Current bandsaw is 24yrs old, and has very limited miter capabilities. It is also getting next to impossible to find repair parts for it.

Cost

	Total Cost
Planning/Design	\$ 0
Purchase	\$ 6,500
Construction	
Equipment	
Other	
TOTAL PROJECT COSTS	\$ 6,500

Funding

General Fund	\$ 6,500
General Obligation Bonds	
Grants	
Other	
TOTAL FUNDING SOURCES	\$ 6,500



Contact Person: Gary Gerringer

Department: City Garage (5700)



2026-2030 CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION



Project Title: Marshall, Travora, Pomeroy St Storm Drain Project/Stormwater Projects

Description and Scope

To repair old and failing storm drains and repave the affected streets. Initial engineering is surveying both above and below ground, stormwater modeling and preliminary Engineering. Phase two of engineering is for final design/permitting. Cost estimates at this point are very rough, preliminary engineering needs to be completed to obtain more accurate estimate.

Priority:

Medium

Category:

II. Maintenance/Replacement

History and Current Status

The pipe under Marshall St. is showing signs of starting to fail. The culvert under Travora St is in need of replacement. Pomeroy St has been patched many times and is in need of replacement. AWCK has done flow study and cost estimate.

Impact if Delayed/Alternatives

The amount of life left in the storm drain system is unknown. If the project is delayed to long the road will become unsafe and have to be closed to through traffic until it can be replaced. The estimate is figured contracting the project out. We may be able to do the work with City forces to reduce the cost. We can do the project in phases to spread the cost over several years.

Operating Impact/Other Comments

The Streets in the affected area need to be repaved. The cost estimate for Travora St from Pomeroy St to Marshall St and Marshall St from Parker to Hill St. and Pomeroy St from Parker to Hill is \$280,000. By doing the project in phases the paving cost can be handled through the annual paving budget. As the engineering has not been completed construction costs are an estimate.

Justification/Purpose

Marshall Street is a galvanized metal pipe like what was on Eastway Lane that is over 40 years old. The pipe is starting to fail and the road is settle over the pipe and the pipe is undersized. It is connected to the storm drain under Travora St. This box culvert is also undersized and has water and sewer lines running through the middle of the box. We camera-ed the box culvert and provided DVD to AWKC to inspect the structure to see what alternatives we have. There recommendations were to replace with new culvert is more cost effective than repairs and adding additional piping to handle excess flow. The Pipes under Pomeroy St are in need of replacing as well. We have made many patches on Pomeroy to keep it safe. This will pass more water to the undersized box culvert under Travora St. With the Peak Resources facility adding impervious surface to this drainage area the need is greater.

Cost

	Prior	25-26	26-27	27-28	28-29	29-30	Future
Planning/Design							
Purchase							
Construction		\$ 190,000	\$ 500,000	\$ 1,200,000	\$ 400,000		
Equipment							
Other							
TOTAL PROJECT COSTS	\$ 0	\$ 190,000	\$ 500,000	\$ 1,200,000	\$ 400,000	\$ 0	\$ 0

Funding

	Prior	25-26	26-27	27-28	28-29	29-30	Future
General Fund		\$ 190,000	\$ 500,000	\$ 1,200,000	\$ 400,000		
General Obligation Bonds							
Grants							
Other							
TOTAL FUNDING SOURCES	\$ 0	\$ 190,000	\$ 500,000	\$ 1,200,000	\$ 400,000	\$ 0	\$ 0

Contact Person: Rod Payne

Department: Streets and Highways (5600)

CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

Project Title: Snow Plow

Description and Scope

Plow for pushing snow

Priority:

Medium

Category:

I. Health/Safety/Welfare

History and Current Status

A lot of aging and some newer plows. The aging plows are in some cases one good break away from being put out of service

Impact if Delayed/Alternatives

longer hours of employees being on the time clock. due to more lane miles and possible unexpected breaks.

Justification/Purpose

The city is growing at an accelerated rate which means more lane mile to push. Adding this plow will put another piece of equipment that we already own into service.

Operating Impact/Other Comments

Cost

	Total Cost
Planning/Design	\$ 0
Purchase	\$ 9,500
Construction	
Equipment	
Other	
TOTAL PROJECT COSTS	\$ 9,500

Funding

General Fund	\$ 9,500
General Obligation Bonds	
Grants	
Other	
TOTAL FUNDING SOURCES	\$ 9,500



Contact Person: Rod Payne

Department: Streets and Highways (5600)



2026-2030 CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION



Project Title: Tandem Dump Truck

Description and Scope

Tandem Dump Truck with snow plow and salt spreader to replace 1998 International.

Priority:

Medium II. Maintenance/Replacement

History and Current status

Tandem Dump Truck with snow plow and salt spreader to replace 1998 International.

Justification/Purpose

Tandem Dump Truck with snow plow and salt spreader to replace 1998 International.

Impact if Delayed/Alternatives

With the age of the truck and the amount of usage the cost per mile to operate has increased. The City could contract trucking for day to day operation for planned projects like milling/paving. This does not address snow/emergency situations when you may not be able to hire a truck to meet the City's needs.

Operating Impact/Other Comments

The need for dependable equipment is amplified in snow removal/emergency and recovery response. City crews are stretched thin during those situations. When equipment breaks down the recovery and repair pulls need resources from the effort.

Cost

	Prior	25-26	26-27	27-28	28-29	29-30	Future
Planning/Design							
Purchase		\$ 275,000					\$ 275,000
Construction							
Equipment							
Other							
TOTAL PROJECT COSTS	\$ 0	\$ 275,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 275,000

Funding

	Prior	25-26	26-27	27-28	28-29	29-30	Future
General Fund		\$ 275,000					\$ 275,000
General Obligation Bonds							
Grants							
Other							
TOTAL FUNDING SOURCES	\$ 0	\$ 275,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 275,000

Contact Person: Rod Payne

Department: Streets and Highways (5600)



2026-2030 CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION



Project Title: Public Works Asphalt Repair/Resurface

Description and Scope

Repair, BST and resurface Public Works.

Priority:

Medium

II. Maintenance/Replacement

History and Current Status

No written record has been found of last date lots was resurfaced, but according to retirees it is more that 30 years. Repair, BST and resurface Public Works. Picture shows current status.

Impact if Delayed/Alternatives

Cost of repair will increase every year due to continued deterioration and increasing cost of asphalt.

Justification/Purpose

The asphalt parking lots and drive isles are way past due for resurfacing and are failing. Project is split over two years with repair in year one so City crew can work on it as time allows to save money. Paving the following year.

Operating Impact/Other Comments

The asphalt has performed well considering all the truck traffic on a daily basis, but it well beyond its design life.

Cost

	Prior	25-26	26-27	27-28	28-29	29-30	Future
Planning/Design							
Purchase		\$ 20,000	\$ 150,000				
Construction							
Equipment							
Other							
TOTAL PROJECT COSTS	\$ 0	\$ 20,000	\$ 150,000	\$ 0	\$ 0	\$ 0	\$ 0

Funding

	Prior	25-26	26-27	27-28	28-29	29-30	Future
General Fund		\$ 20,000	\$ 150,000				
General Obligation Bonds							
Grants							
Other							
TOTAL FUNDING SOURCES	\$ 0	\$ 20,000	\$ 150,000	\$ 0	\$ 0	\$ 0	\$ 0

Contact Person: Rod Payne

Department: Streets and Highways (5600)

CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

Project Title: Linelazer Paint Sprayer

Description and Scope

Paint sprayer for street Markings

Priority:

Medium

Category:

II. Maintenance/Replacement

History and Current Status

The city owns two sprayers one in which is fairly new which we can still get parts the other we can no longer get parts.

Impact if Delayed/Alternatives

We are one break away from being out of service on the older machine, if and when this happens the man hours will significantly increase.

Operating Impact/Other Comments

Justification/Purpose

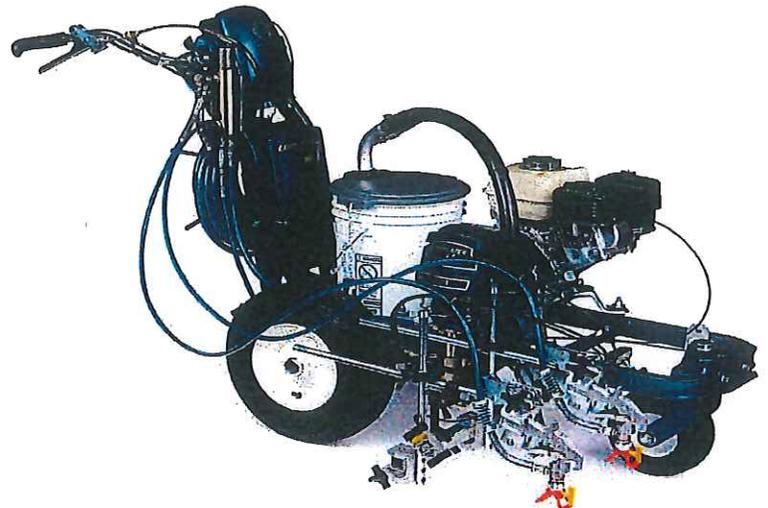
It will speed up the yearly painting process by having enough sprayers so employees don't have to clean out sprayer in order to change color. will be able to keep a full crew busy painting cutting down on man hours.

Cost

	Total Cost
Planning/Design	\$ 10,000
Purchase	
Construction	
Equipment	
Other	
TOTAL PROJECT COSTS	\$ 10,000

Funding

General Fund	\$ 10,000
General Obligation Bonds	
Grants	
Other	
TOTAL FUNDING SOURCES	\$ 10,000



Contact Person: Rod Payne

Department: Streets and Highways (5600)



2026-2030 CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION



Project Title: Knuckle Boom Truck

Description and Scope

Knuckle Boom Truck for replacement of existing truck

Priority:

Medium

Category:

III. Expansion of Existing

History and Current Status

To replace 2000 year model boom truck.

Impact if Delayed/Alternatives

More expensive maintenance cost to keep it operational.

Justification/Purpose

Sanitation uses knuckle boom trucks to allow one employee to load and haul bulk brush and large furniture like mattresses and couches. We also use to move snow piles from downtown. Some models offer the ability to service yard waste cans as well. This option would be very beneficial with all the residential growth.

Operating Impact/Other Comments

The new truck would be ordered with side dump option to allow knuckle boom to assist yard waste crew with yard waste cans.

Cost

	Prior	25-26	26-27	27-28	28-29	29-30	Future
Planning/Design							
Purchase		\$ 235,000					
Construction							
Equipment							
Other							
TOTAL PROJECT COSTS	\$ 0	\$ 235,000	\$ 0				

Funding

	Prior	25-26	26-27	27-28	28-29	29-30	Future
General Fund		\$ 235,000					
General Obligation Bonds							
Grants							
Other							
TOTAL FUNDING SOURCES	\$ 0	\$ 235,000	\$ 0				

Contact Person: Burke Robertson

Department: Sanitation (5800)

CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

Project Title: Aluminum Tables

Description and Scope

Purchase ten 8' folding tables to be used in Room #1 @ the Graham Recreation Center

Priority:

Medium

Category:

II. Maintenance/Replacement

History and Current Status

The current programming tables have plastic tops that have broken corners and are over 25 years old.

Justification/Purpose

The current tables used in Room #1 are over 10 years old and will be transferred to "programming" tables that are used outside the Recreation Center at events and programs.

Impact if Delayed/Alternatives

Fewer tables available to be used by the public at events and programs.

Operating Impact/Other Comments

Cost

	Total Cost
Planning/Design	
Purchase	
Construction	
Equipment	\$ 7,000
Other	
TOTAL PROJECT COSTS	\$ 7,000

Funding

General Fund	\$ 7,000
General Obligation Bonds	
Grants	
Other	
TOTAL FUNDING SOURCES	\$ 7,000



Contact Person: Marquis Graves, Center Supervisor

Department: Recreation (6200)

GENERAL FUND

CAPITAL IMPROVEMENT PROJECT - 6210 Graham, Mebane Lake						
Request	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	TOTAL
	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost
Slip Dock Expansion	\$	25,000			\$ 30,000	\$ 55,000
Replace Boat Lift	\$ 9,500					\$ 9,500
Retaining Wall @ Bank Fishing Area				\$ 650,000		\$ 650,000
Lake Overlook					\$ 75,000	\$ 75,000
Jon Boats		\$ 6,000				\$ 6,000
Marina Lobby Renovations		\$ 60,000				\$ 60,000
Security Cameras					\$ 10,000	\$ 10,000
Pontoon Boat Renovation	\$ 8,000					\$ 8,000
Passive Recreation Amenities	\$ 30,000		\$ 20,000			\$ 20,000
Tree Removal	\$ 5,000	\$ 5,000	\$ 5,000	\$ 2,500		\$ 50,000
Land Acquisition - east of old spillway	\$ 300,000	\$ 5,000	\$ 2,500			\$ 12,500
						\$ 12,500
						\$ 300,000
Subtotal	\$ 352,500.00	\$ 101,000.00	\$ 47,500.00	\$ 652,500.00	\$ 115,000.00	\$ 1,268,500

CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

Project Title: Renovate Pontoon Boat

Description and Scope

Continue the restoration of the pontoon boat by installing an ADA accessible ramp, wider gates, new fence & paneling, and lights and horn.

The accessible ramp and wider gates are custom features. Customized new fencing and panels are required to complete the renovation. The addition of lights and a horn will bring us to safety standards.

Justification/Purpose

Lake cruises are a new program (2022) involving the pontoon boat. It is popular in both summer and fall offerings and is growing into a major program for us.

Installation of an accessible ramp or entryway for wheelchair users is necessary for ADA compliance. The condition of the fence and paneling looks it's age (25+ years) and detracts from it's charm and appeal.

Priority: High **Category:** II. Maintenance/Replacement

History and Current Status

The pontoon boat is a 1996 model and was donated to us. It shows the wear and tear of over 25 years of use. We recently upgraded the original flooring and furniture. A monetary donation from a customer aided with this renovation.

Impact if Delayed/Alternatives

Delayed ADA compliance of programs.

Operating Impact/Other Comments

Unable to allow the mobility challenged and those confined to wheelchairs from enjoying the lake cruise program.

Cost

	Total Cost
Planning/Design	
Purchase	\$ 8,000
Construction	
Equipment	
Other	
TOTAL PROJECT COSTS	\$ 8,000

Funding

General Fund	\$ 8,000
General Obligation Bonds	
Grants	
Other	
TOTAL FUNDING SOURCES	\$ 8,000



Contact Person: Steve Hadden

Department: Graham-Mebane Lake (6210)

GENERAL FUND

CAPITAL IMPROVEMENT PROJECT - 6220 Athletic Facilities						
Request	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	TOTAL
	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost	Total Cost
Cameras-S. Graham	\$ 6,000					\$ 6,000
Security Gates (GRP, Cooke, S. Graham)		\$ 70,000				\$ 70,000
F250 Truck	\$ 50,000					\$ 50,000
Shelter- A Roof (S. Graham)	\$ 25,000					\$ 25,000
Interior Directional signs - Cooke/S. Graham	\$ 5,000					\$ 5,000
Cooke Park - Parking Lot & Track Repaving			\$ 235,000			\$ 235,000
S. Graham Park - Track renovation				\$ 18,000		\$ 18,000
Cooke Park - Tennis Courts Replacements					\$ 500,000	\$ 500,000
Cooke Park - Basketball Court replace/reno					\$ 40,000	\$ 40,000
Cooke Park - Scoreboards		\$ 6,000				\$ 6,000
Cooke Park - Audio Equip. @ Athletic Fields		\$ 18,000				\$ 18,000
F150 Truck			\$ 46,500			\$ 46,500
Picnic tables		\$ 5,000		\$ 5,000		\$ 10,000
Kubota - Zero Turn Mower	\$ 17,500			\$ 20,000		\$ 37,500
Public Art			\$ 10,000		\$ 10,000	\$ 20,000
Playground - Marshall St.		\$ 10,000				\$ 10,000
Playground - Greenway Park		\$ 60,000				\$ 60,000
Subtotal	\$ 78,500.00	\$ 194,000.00	\$ 291,500.00	\$ 103,000.00	\$ 550,000.00	\$ 1,217,000

CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

Project Title: Directional Signs at Cooke Park

Description and Scope

Interior directional and rules signs at the entrance and throughout the park

Priority:

Medium

Category:

II. Maintenance/Replacement

History and Current Status

The current signs are faded and difficult to read or nonexistent. Additional amenities (dog park) have been recently added and are not referenced in the current signage.

Impact if Delayed/Alternatives

Justification/Purpose

Interior directional signs would assist visitors in finding athletic fields (#1, #2 & #3) and park amenities (dog park, restrooms, basketball court, etc.) Updated rules signs would add images, reducing the dependence on translated text.

Operating Impact/Other Comments

New signage will create a better user experience with less confusion.

Cost

	Total Cost
Planning/Design	
Purchase	
Construction	\$ 5,000
Equipment	
Other	
TOTAL PROJECT COSTS	\$ 5,000

Funding

General Fund	\$ 5,000
General Obligation Bonds	
Grants	
Other	
TOTAL FUNDING SOURCES	\$ 5,000



Contact Person: Brian Faucette, Director

Department: Athletic Facilities (6220)



2026-2030 CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION



Project Title: Ford F250 Crew Cab 4X4 With Snow plow

Description and Scope

Ford F250 Crew Cab 4X4 truck for Property Maintenance Superintendent.

Priority:

Medium

Category:

III. Expansion of Existing

History and Current Status

Current truck driven by Property Maintenance Superintendent would move down to person in charge of building maintenance because it has a tool body.

Justification/Purpose

This truck is needed in order to pass current truck with tool body to person who will do building maintenance.

Impact if Delayed/Alternatives

Operating Impact/Other Comments

Cost

	Prior	25-26	26-27	27-28	28-29	29-30	Future
Planning/Design							
Purchase							
Construction							
Equipment		\$ 67,000					
Other							
TOTAL PROJECT COSTS	\$ 0	\$ 67,000	\$ 0				

Funding

	Prior	25-26	26-27	27-28	28-29	29-30	Future
General Fund		\$ 67,000					
General Obligation Bonds							
Grants							
Other							
TOTAL FUNDING SOURCES	\$ 0	\$ 67,000	\$ 0				

Contact Person: Tim Covington

Department: Property Maintenance (6450)

2026-2030 CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION



Project Title: Zero Turn Mower

Description and Scope

Kubota ZD 1211 Diesel mower to replace Zero Turn Mower that will need to be replaced due to high hours.

Priority:

Medium

Category:

II. Maintenance/Replacement

History and Current Status

This mower would replace the first diesel mower purchased in 2012 that is currently in use with over 3000 Hours.

Justification/Purpose

This mower will mow approximately 25 hours a week during the mowing season. This mower would be used to mow cemeteries, water and sewer plants as well as other city properties

Impact if Delayed/Alternatives

If one mower was to go down for an extended period of time we would get behind mowing.

Operating Impact/Other Comments

The diesel mower is more efficient and the life expectancy is twice as long as the gas mowers.

Cost

	Prior	25-26	26-27	27-28	28-29	29-30	Future
Planning/Design							
Purchase							
Construction							
Equipment		\$ 20,000		\$ 22,000		\$ 24,000	
Other							
TOTAL PROJECT COSTS	\$ 0	\$ 20,000	\$ 0	\$ 22,000	\$ 0	\$ 24,000	\$ 0

Funding

	Prior	25-26	26-27	27-28	28-29	29-30	Future
General Fund		\$ 20,000		\$ 22,000		\$ 24,000	
General Obligation Bonds							
Grants							
Other							
TOTAL FUNDING SOURCES	\$ 0	\$ 20,000	\$ 0	\$ 22,000	\$ 0	\$ 24,000	\$ 0

Contact Person: Tim Covington

Department: Property Maintenance (6450)

CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

Project Title: HVAC replacement

Description and Scope

Replace HVAC unit at Touch by Angels.

Priority:

High

Category:

II. Maintenance/Replacement

History and Current Status

25+ years old

Impact if Delayed/Alternatives

The HVAC units on the roof have become obsolete with parts being difficult to find. Replacement without being budgeted for would be a substantial burden on the budget.

Justification/Purpose

The HVAC units have become obsolete with parts becoming hard to find for service repairs. Given the age of the units increasing repair cost would be expected.

Operating Impact/Other Comments

Cost

	Total Cost
Planning/Design	\$ 25,000
Purchase	
Construction	
Equipment	
Other	
TOTAL PROJECT COSTS	\$ 25,000

Funding

General Fund	\$ 25,000
General Obligation Bonds	
Grants	
Other	
TOTAL FUNDING SOURCES	\$ 25,000



Contact Person: Tim Covington

Department: Property Maintenance (6450)

WATER/SEWER FUND

Capital Requests- Water & Sewer Fund		
Department	Account	Item
Water & Sewer Distribution	4600	Neighborhood Water Enhancement Program
Maintenance & Lift Stations	4700	Spare Pumps for Lift Stations
Water Treatment Plant	4800	Replace Flocculators
Wastewater Treatment Plant	5900	Lab Truck
Wastewater Treatment Plant	5900	Admin Flooring
Wastewater Treatment Plant	5900	Camera Security System

WATER SEWER FUND

WATER/SEWER FUND EXPEDITURES

	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30
	\$1,654,500.00				
		\$14,102,000.00			
			\$7,093,000.00		
				\$7,965,000.00	
					\$21,000,000.00

CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

Project Title: Homes Ave. to Ward St. Waterline Replacement

Description and Scope

Homes Ave. from Banks St. to Ward St.
Waterline Replacement - Replacing a 2 inch
and 6" water main with a 12 inch water main.

Priority:

Medium

Category:

II. Maintenance/Replacement

History and Current Status

Brittle pipe and corrosion within the pipe due to
age. Pipe on Homes is a undersized to 2 inch
main.

Justification/Purpose

Existing pipe is very brittle and undersized. This
will be part of an ongoing project of main
replacement on Banks, Homes, and McBride.

Impact if Delayed/Alternatives

Water outages for residents.

Operating Impact/Other Comments

Continued and increased repairs.

Cost

	Total Cost
Planning/Design	
Purchase	
Construction	
Equipment	
Other	\$ 900,000
TOTAL PROJECT COSTS	\$ 900,000

Funding

General Fund	
General Obligation Bonds	
Grants	
Other	\$ 900,000
TOTAL FUNDING SOURCES	\$ 900,000



Contact Person: Kenny Hill

Department: Water and Sewer Distribution (4600)



2023-2028 CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION



Project Title: SPARE PUMPS FOR LIFT STATIONS

Description and Scope

Spare pumps available for each lift station.
Spare pumps for Cherry Lane alone is \$60K.

Priority:

Medium

Category:

II. Maintenance/Replacement

History and Current Status

Impact if Delayed/Alternatives

Justification/Purpose

With increased regulatory requirements the city needs to have a spare pump for each lift station. This would provide the opportunity to always have two pumps in operation at all times at all lift stations.

Operating Impact/Other Comments

Cost

	Prior	23-24	24-25	25-26	26-27	27-28	Future
Planning/Design							
Purchase							
Construction							
Equipment		\$ 40,000	\$ 40,000	\$ 65,000	\$ 40,000	\$ 40,000	\$ 65,000
Other							
TOTAL PROJECT COSTS	\$ 0	\$ 40,000	\$ 40,000	\$ 65,000	\$ 40,000	\$ 40,000	\$ 65,000

Funding

	Prior	23-24	24-25	25-26	26-27	27-28	Future
General Fund							
General Obligation Bonds							
Grants							
Other		\$ 40,000	\$ 40,000	\$ 65,000	\$ 40,000	\$ 40,000	\$ 65,000
TOTAL FUNDING SOURCES	\$ 0	\$ 40,000	\$ 40,000	\$ 65,000	\$ 40,000	\$ 40,000	\$ 65,000

Contact Person: Kenny Hill

Department: Maintenance and Lift Station (4700)



CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

Project Title: Flocculator Replacement

Description and Scope

Replacement of the Flocculator - to include motor, gearbox and mixer assembly. There are 6 flocculators at the treatment plant.

Priority:

High

Category:

II. Maintenance/Replacement

History and Current Status

The current flocculators are 21 years old and have had no major upgrades performed thus are in their original state.

Impact if Delayed/Alternatives

The flocculators failing could impact the water treatment process as these help in the formation of the floc and increasing floc size.

Operating Impact/Other Comments

Without properly operating flocculators, there would be inefficient floc formation and floc size distribution thus leading to improper settling and poor filtration. This would ultimately cause poor quality of the drinking water or even inability to produce usable drinking water.

Justification/Purpose

The flocculators are a critical part of the water treatment process. They provide mixing that allows the floc formation of the particles in the water to come together and increase in size in order to better settle in the subsequent treatment process.

Cost

	Total Cost
Planning/Design	\$ 0
Purchase	\$ 200,000
Construction	
Equipment	
Other	
TOTAL PROJECT COSTS	\$ 200,000

Funding

General Fund	
General Obligation Bonds	
Grants	
Other	\$ 200,000
TOTAL FUNDING SOURCES	\$ 200,000

Contact Person: Tonya Mann

Department: Water Treatment Plant (4800)

CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

Project Title: New Lab vehicle

Description and Scope

replacement of current lab vehicle with new Ford Maverick truck

Priority: High **Category:** II. Maintenance/Replacement

History and Current Status

Ford Transit Connect was purchased in 2013.

Justification/Purpose

Current lab vehicle is aging from everyday use by lab personnel, out of town travel, and use by plant operators when the Kubota is being serviced.

Impact if Delayed/Alternatives

increased maintenance/repair costs

Operating Impact/Other Comments

Cost

	Total Cost
Planning/Design	\$ 0
Purchase	\$ 27,000
Construction	
Equipment	
Other	
TOTAL PROJECT COSTS	\$ 27,000

Funding

General Fund	
General Obligation Bonds	
Grants	
Other	\$ 27,000
TOTAL FUNDING SOURCES	\$ 27,000



Contact Person: Tonya Mann

Department: Wastewater Treatment Plant (5900)

CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION

Project Title: Floor Replacements

Description and Scope

Removal and replacement of all flooring in Admin Building and the main office in the Maintenance Building.

Priority:

High

Category:

II. Maintenance/Replacement

History and Current Status

Flooring has been in place since Admin building was built in 2001. Flooring in Maintenance building office was also installed at that time.

Justification/Purpose

Floors are showing their age. Multiple uncleanable stains on floors in lab and multiple splits/cracks in flooring throughout the building.

Impact if Delayed/Alternatives

continuing breakdown of flooring could result in tripping/safety hazards for employees

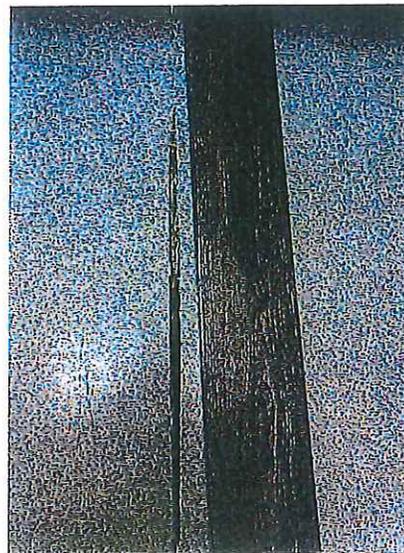
Operating Impact/Other Comments

Cost

	Total Cost
Planning/Design	\$ 0
Purchase	
Construction	
Equipment	
Other	\$ 21,000
TOTAL PROJECT COSTS	\$ 21,000

Funding

General Fund	
General Obligation Bonds	
Grants	
Other	\$ 21,000
TOTAL FUNDING SOURCES	\$ 21,000



Contact Person: Tonya Mann

Department: Wastewater Treatment Plant (590)



2026-2030 CIP CAPITAL IMPROVEMENT PROJECT DESCRIPTION



Project Title: WWTP Security Upgrade

Description and Scope

This project is to upgrade the current outdated physical security & add camera system at the Graham Waste Water Treatment Plant.

Priority:

Medium

Category:

III. Expansion of Existing

History and Current Status

Current gates are not working properly and were installed a very long time ago.

Justification/Purpose

Waste water is becoming more of a security risk everyday. This project will add security cameras and upgrade the physical access to the plant.

Impact if Delayed/Alternatives

Continue spending funds to repair gate as needed.

Operating Impact/Other Comments

Cost

	Prior	25-26	26-27	27-28	28-29	29-30	Future
Planning/Design		\$ 73,000					\$ 40,000
Purchase							
Construction							
Equipment							
Other							
TOTAL PROJECT COSTS	\$ 0	\$ 73,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 40,000

Funding

	Prior	25-26	26-27	27-28	28-29	29-30	Future
General Fund		\$ 73,000					\$ 40,000
General Obligation Bonds							
Grants							
Other							
TOTAL FUNDING SOURCES	\$ 0	\$ 73,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 40,000

Contact Person: Tonya Mann

Department: Wastewater Treatment Plant (5900)

WATER SEWER FUND

WATER / SEWER FUND EXPEDITURES

	FY 2030-31	FY 2031-32	FY 2032-33	FY 2033-34	FY 2034-35
	\$8,846,500.00				
		\$2,856,000.00			
			\$1,685,000.00		
				\$1,160,000.00	
					\$1,160,000.00

