

City of Graham

2018-2019

Rates and Fee Schedule



Effective July 1, 2018

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Assessments

Curb and Gutter	\$ 10.00
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 total construction and engineering expense

Effective date January 1, 2002

Cemetery Fees

Lot Prices

Residents	\$ 800.00	per grave
Non-residents	\$ 2,000.00	per grave
Cremation grave (Resident)	\$ 400.00	per grave
Cremation grave (Non-resident)	\$ 1,000.00	per grave
Sec. 5-59 (d) and (i)		

Cremation-Subdividing Graves

Residents	\$ 200.00	per grave
Non-residents	\$ 400.00	per grave

Deed Transfers

Transfer from Resident to Resident	\$ 5.00	per grave
Transfer from Resident to Non-resident	\$ 1,200.00	per grave

Interment Costs

Monday – Friday (service beginning before 3:00 p.m.)	\$ 500.00	
Monday – Friday (service beginning before 3:00 p.m.)	\$ 600.00	
Weekends and Holidays ¹	\$ 750.00	

Cremation and Infant Interment Costs

Monday – Friday (service beginning before 3:00 p.m.)	\$ 250.00	
Monday – Friday (service beginning before 3:00 p.m.)	\$ 350.00	
Weekends and Holidays ¹	\$ 500.00	

Markers

Single or Double	\$ 100.00	
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¹The weekend rate begins at 5:00 p.m. on Friday and ends at 8:00 a.m. on Monday. The holiday rate applies to any official City holiday.

Laboratory Testing Fees

BOD	\$ 20.00
Total solids	\$ 10.00
Suspended solids	\$ 10.00
Volatile solids	\$ 12.00
Phosphate (total)	\$ 20.00
Ammonia	\$ 20.00
Turbidity	\$ 10.00
Temperature and pH	\$ 10.00
Alkalinity	\$ 10.00
Fecal Coliform	\$ 25.00
Coliform Bacteria	\$ 25.00
Heterotrophic Plate Count	\$ 35.00

Analysis performed by outside commercial laboratory will be cost of analysis plus 10%.

Development Fees

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

Inspection Fees

Building Permit

Minimum Permit Fee	\$ 50.00
Residential (total structural square feet)	\$ 0.25 per square foot
Commercial	\$ 5.00 per \$1,000 of value
Re-inspection Fee ¹	\$ 50.00
Building Plan Review, Commercial	\$ 200.00
Building Plan Review, Commercial Upfit	\$ 100.00
Building Plan Review, Residential	\$ 50.00
Sprinkler System (review and permit)	\$ 100.00
Swimming Pool	\$ 75.00
Sign	\$ 50.00

Electrical Permit

Minimum Permit Fee	\$ 50.00
Extra Trip	\$ 25.00 each trip
Re-Inspection Fee ¹	\$ 50.00
Mobile Home Park Spaces (1-5)	\$ 50.00
Mobile Home Park Spaces (above 5)	\$ 6.00 per space
Billboards	based on service size
Saw Service	\$ 50.00
Temporary Service for Construction Site	\$ 50.00
Temporary Power for Sec. 10.8 N.C.E.C	\$ 50.00
Residential and Commercial Service	\$ 0.10 per square foot
Low Voltage Wiring	\$ 50.00
Security System	\$ 50.00
Wiring Swimming Pool	\$ 110.00

Heating and Air Conditioning Permit

Minimum Permit Fee	\$ 50.00 plus
	\$ 5.00 per additional thousand
Re-Inspection Fee ¹	\$ 50.00
Ansul Test on Hoods	\$ 100.00
Duct Test (smoke)	\$ 50.00
New Gas Line	\$ 50.00

Insulation Permit

Single Family Dwellings	\$ 50.00
Multi-Family Dwellings	\$ 20.00 per unit
Re-Inspection Fee ¹	\$ 50.00

Plumbing Permit

First Fixture ³	\$ 50.00
Each Additional Fixture ³	\$ 8.00
Water Tap Non-Sewer Use	\$ 50.00
Re-Inspection Fee ¹	\$ 50.00

Mobile Homes

On-Site Inspection for HUD Labeled Homes	\$ 100.00 all inclusive
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Miscellaneous Building

ABC Inspection	\$ 100.00
Demolition of Building	\$ 60.00 plus \$1,000 cash bond
Driveway Permit ²	\$ 50.00
Moving of Building	\$ 60.00 plus \$1,000 cash bond
New Business Building & Fire Inspection	\$ 50.00
On-Site Consultations (all trades)	\$ 50.00
Tanks (50-10,000 gallons)	\$ 50.00
Tanks (over 10,000 gallons)	\$ 2.00 per additional thousand gallon

Inspection Fee Notes

1. A re-inspection fee may be assessed when the permitted work is not ready at the time of requested inspection or when recurring deficiencies exist.
2. Before any person shall cut or construct a driveway, such person shall apply to and secure from the City Building Inspector a permit to do so, and pay the applicable fee.
3. For multi-family developments, each unit shall be calculated individually for plumbing permits.

Labor and Equipment Fees

Superintendent	\$ actual
Equipment Operator or Labor Supervisor	\$ actual
All Other Labor	\$ actual
Motor Grader	\$ 35.00
Track Loader	\$ 35.00
Rubber Tired Loader	\$ 30.00
Tandem Dump Truck	\$ 25.00
Dump Truck	\$ 15.00
Dumpster	\$ 300.00
Roller	\$ 15.00
Tractor	\$ 18.00
Tack Distributor	\$ 10.00
Backhoe	\$ 30.00
Air Compressor	\$ 10.00
Snowplow	\$ 10.00
Pickup Truck	\$ 8.00
Sweeper	\$ 20.00
Flusher	\$ 15.00
Low Boy Trailer	\$ 15.00
Leaf Picker & Chipper	\$ 20.00
Chainsaw, Concrete Saw and Tamp	\$ 5.00
Grinder and Line Remover	\$ 12.00
Paint Gun	\$ 8.00
Bush Hog	\$ 10.00
Sewer Roder	\$ 15.00
CL12 Taping Machine	\$ 12.00
Pumps, Other Taping and Other Small Equipment	\$ 5.00
Bucket Truck	\$ 30.00
Paver	\$ 20.00
Cement Mixer	\$ 5.00
Straw Blower	\$ 5.00
Utility Trailer	\$ 10.00
Sewer Jet Machine	\$ 15.00
Welding/Generator Trailer	\$ 10.00
TV Inspection Camera	\$ 15.00

Skid Steer Loader	\$ 20.00
Hydraulic Breaker	\$ 10.00

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.

Miscellaneous Fees

Auto Mileage Reimbursement	Current USGA rate for POV mileage reimbursement (www.gsa.gov)
Bad Check Penalty	\$ 25.00
Blue Print Copy (11x17)	\$.50 per page
Blue Print Copy (18x24)	\$.75 per page
Blue Print Copy (34x44)	\$ 1.00 per page
Cement Catch Basin Cover	\$ 50.00
Copy Fee	\$ 0.25 per page
Faulty Burglar Alarm (Sec. 2-222(c))	\$ 25.00 after 2 faulty alarms during 2 calendar
Faulty Fire Alarms (Sec. 2-246(d))	\$ 25.00 after 2 faulty alarms during 2 consecutive
Fingerprinting for Public	\$ 3.00 for identification only; no change will be made for children 12 years old and younger
Lot Mowing Administrative Fee	\$ 50.00 per mowing
Notice of Attachment and Garnishment	\$ 5.00 GS-105-368
Sign Damage Fees	
City Limit Sign	\$ 75.00 plus pole, plus labor
Stop Sign, 30x30	\$ 40.00 plus pole, plus labor
Stop Sign, 36x36	\$ 60.00 plus pole, plus labor
Stop Sign, 48x48	\$ 120.00 plus two poles, plus labor
City-Wide Speed Limit Sign, 42x30	\$ 85.00 plus two poles, plus labor
City-Wide Speed Limit Sign, 60x36	\$ 150.00 plus two poles, plus labor
Warning Signs (e.g. curve, dead end)	\$ 55.00 plus pole, plus labor
Regulatory Signs (e.g. speed limit, weight limit, do not enter, yield)	\$ 45.00 plus pole, plus labor
One-Way Arrows	\$ 30.00 plus pole, plus labor
Street Name Sign	\$ 150.00 plus labor
All Parking Regulation Signs	\$ 20.00 plus pole, plus labor
School/Pedestrian Crossing Sign	\$ 110.00 plus pole, plus labor

Pole	\$ 35.00
Labor	\$ 19.80 per maintenance worker, per hour, there is a minimum charge of two maintenance workers and one hour
Solicitors/Canvassers Permit	\$ 25.00 Sec. 6-70
Solicitation Fee	\$ 50.00 amended 12-1-09
Street Signs (City Style for Private Streets)	\$ 150.00 complete set with 2 blades, poles, bracket, cap and installation
Street Signs (City Style for Private Streets)	\$ 85.00 sign set only, no pole or installation
Street Cuts (over 4x5)	\$ 2.00 plus square foot
Street Cuts (up to 4x5 – 20 square feet)	\$ 40.00 minimum
Taxi Driver Permit	\$ 1.00 Sec. 6-162
Temporary Encroachment Permit	\$ 40.00 plus labor
Temporary Parking Permit	\$ 5.00 per day \$ 25.00 per month Sec. 20-161 \$ 150.00 per year
Topographic Diskette with One Sheet	\$ 25.00 map
Topographic Map Blueprint	\$ 10.00 map
Topographic Maps Disk (of Graham & Burlington)	\$ 150.00 plus labor
Trimming City Owned Trees Bond	\$ 50,000.00 Property Damage
Trimming City Owned Trees Bond	\$ 50.00 Personal Injury
Trimming City Owned Trees	\$ 15.00 Sec. 10-63

Miscellaneous Compensation

Mayor	\$ 741.81 per month
City Council Member	\$ 455.39 per month
Cell Phone Allowance	\$ 35.00 per month
Firemen's Compensation	\$ 10.00 per call/meeting/training Plus \$ 1.00 to Graham FD Supplemental Retirement

City of Graham Recreation and Parks Department Fees, Charges and Rules Policy Manual

Division 1: General

Section 1-1 Statement of Need

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

Section 1-2 Statement of Philosophy

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

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

Division 2: Fees and Charges

Section 2-1 Basic Services

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

Public funds will be used to acquire, improve and manage all parkland and recreation facilities whenever possible. No fees shall be charged to City of Graham Residents for entrance into neighborhood parks, comfort stations, playgrounds, greenways and trails. Fees will not be charged for any program unless that program would not otherwise be available.

Section 2-3 General Guidelines

- (1) Charging fees is an equitable method of recovering a portion or all costs specified for an individual's recreational services.
- (2) Rental fees will be charged for the privilege of exclusively using tangible public property without consuming or injuring it in any way.
- (3) User fees may be charged for the use of a high cost facility or participation in an expensive activity.
- (4) Vending and exhibitor permits may be required for certain special events.
- (5) Special services fees will be charged for supplying commodities, activities or services.
- (6) Admission fees will be charged to attend special performances or events which require equipment, extra supervisory and maintenance personnel, or where profits are used to extend the activity.
- (7) Charging fees also may serve an independent function to ration limited activities, aid in discipline or control and promote respect for an activity.
- (8) Parking fees may be charged for special/holiday events to prevent overcrowding, to prevent subsequent damage to meadows and roadways, to minimize vandalism and/or to provide additional patron safety.
- (9) Check Policy - All checks should be made payable to the GRPD. A \$25.00 service charge will be assessed by the City of Graham for all checks returned by the bank. Cash will be required for subsequent payments on any "insufficient funds" account.
- (10) Refund Policy – With all refunds, patrons will be charged a \$10.00 administrative fee. After authorization, a check will be issued within 30 days so there is minimum inconvenience to our patrons.
 - a. Facility Rental: The following schedule will be used to determine refunds for facility rentals:

• Cancellation 30 days prior to event	100% refund
• Cancellation less than 30 days, but 14 or more	50% refund
• Cancellation less than 14 days, but 7 or more	25% refund

- Cancellation less than 7 days No refund

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

(11) Program fees will be evaluated each year and adjusted if necessary. Fees will be determined by recommendations from the Recreation and Parks Staff and Director followed with Graham Recreation Commission's recommendation to City Council and final approval by Graham's City Council.

Section 2-3 Recovering Partial Costs

- (1) The public will be charged user fees, special services fees, sales fees and/or rental fees for special services and facilities based on the costs associated with the extra service, or upon a specified percentage of all direct costs.
- (2) Fees will recover the exact costs or a percentage of direct costs for special events, facilities and services when:
 - a. The cost per use hour of the service is high;
 - b. The activity uses consumable material;
 - c. The service requires a facility with high capital, operating or maintenance costs;
 - d. The activity requires special preparation or clean-up;
 - e. The activity requires special instruction at extra cost;

- f. The service is extended beyond the normal operation.
- (3) Special services include but are not limited to organized adult athletics, instructional youth programs, tournaments and youth out-of-town outings.
- (4) Special facilities include but are not limited to one-time room rentals, lighted ball fields and tennis courts, picnic shelters and rental equipment. Exact rates will be set each year and published in the Fee Schedule.

Section 2-4 Recovering Direct Costs

- (1) Direct operation costs will include all transportation, lodging, part-time personnel necessary to conduct the program, rental facilities, purchase equipment and supplies and utility costs directly related to the program.
- (2) Programs that will recover direct costs include but are not limited to after school daycare, adult instructional classes, out-of-town trips and tours and adult athletics.
- (3) The established fee for co-sponsored fundraising programs with other public agencies or volunteer organizations shall cover the Department's contribution to the direct costs of offering the activity.
- (4) When not in use for a Department sponsored activity; organizations and the general public may rent designated areas, facilities and equipment.
- (5) Equipment rental rates will be based on original cost and depreciation.

Section 2-5 Recovering All Costs Plus Surplus

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

- (1) Commercial or promotional activities on park land will be permitted only when they are clearly not in conflict with ongoing GRPD sponsored programs; or if the program can be conducted without any restriction of public use for a reasonable period of time.
- (2) Commercial or promotional activities in GRPD facilities will be authorized only if they provide a positive public service and meet a legitimate public need.

- (3) Commercial or promotional use of public facilities including use of public names of structures will not be authorized if such use constitutes an expressed or implied endorsement of commercial products, services or activities.
- (4) Sponsors of profit-making, commercial activities conducted on park property are required to show evidence of comprehensive general liability insurance sufficient to protect themselves from any potential incidents.
- (5) The sponsors of profit making, commercial activities conducted on park property must pay the prevailing rate.
 - a. Within thirty days after a commercial or promotional activity, an itemized list of all income associated with an event must be given to the Director.
 - b. The Director, in advance of the event, may require a deposit.

Section 2-6 Differential Fees: Special Situations and Groups

- (1) Consistent with the GRPD philosophy of ensuring all citizens equal opportunity to participate in recreation, this policy recognizes that paying fees may result in inequities for certain individuals, groups or situations. Therefore, the Department's policy will be flexible and will be implemented according to the following guidelines:
 - a. Due to the fixed income of many residents over the age of 55 special rates shall be determined for a facility or program on a case-by-case basis and shall be incorporated into the fee schedule for that facility or program for senior residents.
 - b. A system of reduced rates shall be available to residents who by virtue of a permanent handicap are financially disabled or restricted in wage earning ability. These reduced user fees shall be the same as those established by the Department for senior citizens.
 - c. Graham residents living on a limited or reduced income, considered below the area minimum wage based on a 40-hour workweek, may be considered for reduced user fees the same as senior citizens.
 - d. Residents in the categories above must be able to substantiate, to the GRPD Director, proof of age or financial need, whichever is appropriate. All information provided will be confidential and used only for the purpose of establishing eligibility for reduced fees. Residents meeting these requirements will be issued a pass card indicating entitlement to reduced user fees. The cards will be signed by the Director and will indicate the date of expiration.

- (2) Because children are not financially independent, regardless of their parent’s income, GRPD will offer reduced rates for children ages 16 and under at revenue producing facilities and for those programs which do charge children a fee.
- (3) Many non-residents use GRPD’s facilities and services, but make no tax contributions to help support these services. It is not equitable for the citizens of these adjoining units to enjoy the facilities or services while City of Graham residents are taxed for its maintenance and operation. Therefore, it is reasonable to incorporate into the fees and charges policy, discount resident fees for admissions, registrations and user fees. Thus, visitors and residents together will help maintain facilities and services and provide funds for continued expansion and proper staffing.

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

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

Division 3: Youth Athletics

Section 3-1 Registration

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

All participants must register at the Graham Recreation Center or online at www.grahamrecreationandparks.com during the designated registration period.

Athletic Fees		Football		Cheerleading for Football
General Fee:	\$40.00	General Fee:	\$50.00	\$40.00 plus uniform
Graham Residents:	\$25.00	Graham Residents:	\$30.00	\$25.00 plus uniform
(excludes football & cheerleading)				

Registration Fees will be waived for head coach only with maximum on one waiver per team as a head coach.

Uniforms and/or equipment not returned in full will be charged a replacement fee.

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

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

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

Section 3-2 Draft Procedure

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

Section 3-3 Volunteer Coaches

- (1) All potential coaches of youth athletic teams must complete the Volunteer Youth Coach Application Form and submit the form to the GRPD. The City of Graham will complete a background check and the GRPD will either accept or reject the application based upon the background check.

- (2) The following are standards for youth volunteer coaches in GRPD related athletic activities. The Department will deny an individual the right to coach youth athletics based on the following convictions:
 - a. Any felony conviction within the last fifteen (15) years;
 - b. Any serious misdemeanor conviction within the last ten (10) years;
 - c. Any narcotic drug law offense within the last five (5) years;
 - d. Two or more alcohol related convictions within the last five (5) years;
 - e. Violation of domestic abuse or child abuse laws;
 - f. Conviction of any charge involving an offense committed against the welfare of a juvenile;

- g. Numerous law enforcement responses to problems at the home;
 - h. Convictions of an offense related to sex or sexual misconduct;
 - i. Aberrant behavior that presents a potential danger to self and others.
- (3) A Volunteer Youth Coach, including head coach and assistant coach, is limited to the number of teams he/she may coach during an athletic season. A person may help coach two (2) teams during any youth athletic season; with the exception of football, in which a volunteer may help coach only one (1) team.

Section 3-4 Code of Ethics

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

Division 4: Adult Athletics

Section 4-1 General

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

Division 5: Classes and Programs

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

Section 5-1 Open Play

- (1) Open play is open gym time when the general public may play basketball at the Graham Recreation Center. Programs offered by the Graham Recreation and Parks Department will take precedent over open play. Open play may be canceled at any time by the supervising staff.

(2) Users must sign in at the front office prior to entering the gym.

(3) Fees

Free for children ages 13 and under
\$1.00 for ages 14-54
Free for ages 55+

Section 5-2 Weight Room

(1) Use of the Graham Recreation Center weight room is limited to those 16 and over. All users must follow rules as posted by the Center Supervisor. Those under the age of 18 require parental/guardian consent.

(2) Users must sign in at the front office prior to entering the weight room.

(3) No child under age 16 is allowed in the weight room.

(4) Fees

Free for children ages 13 and under
\$1.00 for ages 14-54
Free for ages 55+

Section 5-3 Long Term Facility Use Passes

Weight Room and Open	One (1) Year	Six (6) Months	Three (3) Months
General Public (ages 16-54)	\$100.00	\$55.00	\$40.00
Graham Residents	\$75.00	\$40.00	\$25.00
Seniors (ages 55+)	Free	Free	Free

Open Play	One (1) Year
General Public (ages 16-54)	\$50.00
Graham Residents	\$30.00
Seniors (ages 55+)	Free

Section 5-4 Classes

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

Section 5-5 Summer Day Camp

Summer Day Camp operates on a schedule of Monday - Friday, 7:00am - 5:30pm. The camp is open to children who have completed grades K-9. All participants must register during the designated period at the Graham Recreation Center or online at www.grahamrecreationandparks.com. A deposit is due upon registration with the balance of fees due on the first day of camp.

Weekly Camp 2 campers per group per week, if space is available

Specialty Camps Limited to 45 campers

Summer Day Camp (grades K-8)	Resident	Non-Resident
Ten - Week	\$550.00 – 1 st child	\$710.00 – 1 st child
	\$520.00 – 2 nd child	\$680.00 – 2 nd child
	\$490.00 – 3 rd child	\$650.00 – 3 rd child
Nine - Week	\$465.00 – 1 st child	\$600.00 – 1 st child
	\$440.00 – 2 nd child	\$575.00 – 2 nd child
	\$415.00 – 3 rd child	\$550.00 – 3 rd child
Six - Week	\$335.00 – 1 st child	\$430.00 – 1 st child
	\$305.00 – 2 nd child	\$400.00 – 2 nd child
	\$275.00 – 3 rd child	\$370.00 – 3 rd child
Five - Week	\$260.00 – 1 st child	\$335.00 – 1 st child
	\$235.00 – 2 nd child	\$310.00 – 2 nd child
	\$210.00 – 3 rd child	\$285.00 – 3 rd child
Weekly	\$65.00 per child	\$82.00 per child
Fun Day Daily	\$20.00 per child	\$25.00 per child

Day Camp Refund Policy – Refer to Section 2-2-9c

Section 5-6 All Other Programs

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

Division 6: Facility Rentals

Section 6-1 Athletic Fields

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

(1) Field Rules

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

- h. The GRPD reserves the right and authority to deny or revoke any reservation.
- i. The facility will not be used for commercial use by any individual or organization for private gain.

(2) Fees

Rental of Field	\$100.00 per day
Lining of Field	included
Light Usage	\$24.00 per hour
PA System/Scoreboard	\$20.00 per day
Staff Supervision	\$15.00 per hour

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

Section 6-2 Maple Street Center for Performing Arts

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

(1) Center Rules

- a. The Renter of the facility is responsible for general clean up, including restrooms and trash disposal after use of the facility.
- b. The Renter accepts responsibility for returning tables and chairs to the proper location. GRPD staff is not responsible for moving tables and chairs.
- c. The Renter shall replace damaged, destroyed, lost or stolen equipment.
- d. The Renter assumes responsibility for all claims, damages or actions arising out of his/her use of the facility, and further agrees to indemnify and hold the City of Graham and its employees harmless from any such actions and charges.

- e. The Renter will be subject to any and all City Ordinances and State Laws regarding alcoholic beverages, drugs, gambling, firearms, etc., in addition to GRPD Policies and Procedures.
- f. The Renter shall be liable for any loss, damage or injury sustained by any person(s), by reason of the negligence of that person to whom such permit is issued.
- g. The GRPD reserves the right and authority to deny or revoke any reservation upon finding a violation of any rule or regulation or upon good cause shown.
- h. The facility shall be used for recreational purposes only deemed appropriate by the City of Graham.
- i. There is a \$50.00 refundable cleaning deposit due upon signing the rental contract.
- j. A \$10.00 administration fee will be charged for cancellation.
- k. All fees must be paid within 7 business days of the activity. Reimbursement of the cleaning deposit will be made through the mail after satisfactory inspection of the facility.
- l. All refunds follow GRPD's Fees and Charges Policy. (Sec. 2-2)

(2) Fees

General Public	\$45.00 per hour
Graham Resident	\$30.00 per hour
Staff Supervision	An additional staff hour (\$15.00) will be added to all reservations for staff preparations.
Cleaning Deposit	\$50.00 (refundable)

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

(3) Programs and Classes

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

Section 6-3 Graham Recreation Center

(1) Center Rules

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

(2) Reservation Policy

- a. The Center Supervisor must approve all rental spaces and dates. Final approval will be given only after a completed application and a deposit of 50% of the total fee is received.
- b. If a cancellation occurs, a \$10.00 administrative fee will be charged. The deposit minus the administrative fee will be returned through the mail.
- c. Full payment is due no later than seven (7) business days before the date of the rental. If full payment is not received, the space and time will be made available to others.
- d. A Cleaning Deposit of \$50.00 will be added to the total fees for each rental. This deposit will be returned by mail upon satisfactory inspection of the facilities by the Center Supervisor after the rental.

(3) Activity Room Fees - Scheduled in 4-hour time slots (10a-2p, 2p-6p and 6p-10p).

All Rates are for 4 hours	Room #1 (Multi-Purpose)	Room #2 (with Kitchen)	Rooms #1 & #2
General Public	\$120.00	\$120.00	\$160.00
Graham Resident	\$60.00	\$60.00	\$80.00

The Center Supervisor may add additional hours at a pro-rated fee upon approval.

(4) Gym Facility Fees

	Gym #1 (Full Gym)	Gym #2 (Full Gym)
General Public	\$50.00 per hour	\$40.00 per hour
Graham Resident	\$25.00 per hour	\$20.00 per hour

(5) Supervisory Staff Fees

- a. If facilities are reserved after normal operating hours, there will be a \$15.00/hr. staff fee. An additional hour will be added to all reservations for staff preparations.
- b. Supervisory fee may be waived for City of Graham full-time employees upon the approval of the GRPD Director or Graham Recreation Center Supervisor.

Section 6-4 Graham Civic Center

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

(1) Center Rules

- a. The Renter of the facility is responsible for general clean up, including restrooms and trash disposal, after use of the facility.
- b. The Renter accepts responsibility for returning tables and chairs to the proper location. GRPD staff is not responsible for moving tables and chairs.
- c. The Renter shall replace damaged, destroyed, lost or stolen equipment.
- d. The Renter assumes responsibility for all claims, damages or actions arising out of his/her use of the facility, and further agrees to indemnify and hold the City of Graham harmless from any such actions and charges.

- e. The Renter will be subject to any and all City Ordinances and State Laws regarding alcoholic beverages, drugs, gambling, firearms, etc., in addition to GRPD Policies and Procedures.
- f. The Renter shall be liable for any loss, damage or injury sustained by any person(s), by reason of the negligence of that person to whom such permit is issued.
- g. The GRPD reserves the right and authority to deny or revoke any reservation upon finding a violation of any rule or regulation or upon good cause shown.
- h. The facility shall be used for recreational purposes only deemed appropriate by the City of Graham.
- i. There is a \$50.00 refundable cleaning deposit due upon signing the rental contract.
- j. A \$10.00 administration fee will be charged for cancellation.
- k. All fees must be paid within seven (7) business days of your activity. Reimbursement of the cleaning deposit will be made through the mail after satisfactory inspection of the facility.
- l. All refunds follow GRPD's Fees and Charges Policy. (Sec. 2-2)

(2) Civic Center Rental Fees

	Hourly	Half Day	Full Day
General Public	\$55.00 (\$15/hr supervisory fee included in rate)	\$150.00 (5 hour maximum plus \$15/hr supervisory fee)	\$265.00 (10 hour maximum plus \$15/hr supervisory fee)
Graham Resident	\$35.00 (\$15/hr supervisory fee included in rate)	\$75.00 (5 hour maximum plus \$15/hr supervisory fee)	\$132.00 (10 hour maximum plus \$15/hr supervisory fee)

- a. Staff Supervision
 - i. All rentals are subject to supervisory fees. Supervisory fees may be waived for half day and full day rentals depending on occupancy. The Staff Supervision fee may be waived for full-time City of Graham employees. All fee waivers must be approved by Civic Center Supervisor and/or GRPD Director.
 - ii. Additional Staff Hour – An additional staff hour (\$15.00) will be added to all reservations for staff preparations.

- b. Cleaning Deposit \$50.00 refundable

(3) Civic Center Gazebo

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

- a. Gazebo Rental Availability
 - i 11:00 a.m. – 3:00 p.m.
 - ii 5:00 p.m. – 9:00 p.m.

General Public	\$50.00 per reservation period
Graham Resident	\$25.00 per reservation period

- b. Fees may be paid at the Graham Recreation Center or mailed to: Graham Civic Center Gazebo Reservations, PO Box 357, Graham, NC 27253.
- c. Rules: The Civic Center Gazebo will be governed by the same rules as the Graham Civic Center.

(4) Grandfathered Organizations

The following organizations will not be subject to the staffing guidelines and will not be charged on a per hour rate: Graham Rotary Club, Graham Optimist Club, Graham Lions Club, Alamance Co. Genealogy Club and Trinity Fellowship will be charged \$20.00 per meeting and will not be required to have GRPD staff supervision.

(5) Programs and Classes

GRPD programs/classes - With respect to keys, programs and classes sponsored by the GRPD will be reviewed on an individual basis. Consideration will be based on the following criteria:

- a. Longevity of the program
- b. Content of the class
- c. Time of day of class
- d. ACC classes - Alamance Community College will be given the responsibility and liability of monitoring keys to the Graham Civic Center. Keys to the Civic Center will be given to Administration, which in turn will assign keys to class instructors.

- e. Programs of other potential partnering organizations such as the Alamance County Arts Council will be subject to the same policies as ACC.
- f. Key privileges may be revoked at any time by the GRPD.

Section 6-5 Park Shelters

(1) Reservations for park shelters at South Graham Park (A and B) and Bill Cooke Park (1 and 2) are available on a first come, first serve basis. Reservations are made by calling the Graham Recreation Center (336.570.6718). The shelter at the Graham/Mebane Lake is also available for reservation on a first come first, serve basis. To reserve this shelter, call the marina of the Graham/Mebane Lake (919.563.6544).

(2) Shelter Availability

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

(3) Fees

General Public	\$50.00 per reservation period
Graham Resident	\$25.00 per reservation period

c. Fees for park shelters may be paid at the Graham Recreation Center or mailed to GRPD Park Shelter Reservations, PO Box 357, Graham, NC 27253.

Fees for the Graham/Mebane Lake shelter may be paid at the lake marina or mailed to GRPD Lake Shelter Reservation, PO Box 357, Graham, NC 27253.

d. School systems are required to reserve shelters for each visit to the parks.

Alamance/Burlington School System	Free
Non-Alamance County Schools	\$20.00 per reservation period

(4) Rules

a. All shelter reservations must be paid within seven (7) business days of the reservation date. If not paid within seven (7) days, the reservation will be cancelled. The Department is not responsible for items mailed to or from Recreation offices.

- b. Shelters cannot be occupied before or after the allotted time reserved.
- c. All trash and debris must be picked up and put in the waste receptacles by contracted party. Recyclable containers are also available at the shelters.

Division 7: Equipment Rentals

Section 7-1 Tables and Chairs

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

Tables	\$3.00 per table per day plus \$50.00 refundable cash deposit
Chairs	\$0.25 per chair per day

Graham-Mebane Lake

	Alamance County Residents & Orange County Residents within the Corporate Limits of Mebane	Non-Alamance County Residents
Boat Launching (all types of boats including jet ski)	\$5.00 plus \$2.00 per person	\$8.00 plus \$2.00 per person
Boat Launching for Senior Citizens*	\$3.00 plus \$1.00 per person	\$3.00 plus \$1.00 per person
Bank Fishing	\$2.00 per person	\$3.00 per person
Bank Fishing for Senior Citizens & totally disabled individuals*	\$1.00 per person	\$1.00 per person
Annual Fee (includes boat launching and daily fees for individual named)	\$60.00 per year per person	\$85.00 per year per person
Senior Annual Fee (includes boat launching and daily fees for individual named)*	\$50.00 per year per person	\$60.00 per year per person
Bass Tournament	\$20.00 per person	\$20.00 per person

Event Rental	\$150.00	\$150.00
Non-Motorized Boats (flat fee per boat)	\$5.00	\$8.00
Senior Non-Motorized Boats (flat fee per boat)*	\$3.00	\$3.00
Boat demonstrations by business operators*	\$1.50 plus \$1.00 per person	\$3.00 plus \$1.00 per person
Boat demonstrations by private owners*	\$3.00 plus \$1.00 per person	\$6.00 plus \$1.00 per person
Canoe Rental	\$15.00 per 4 hours \$20.00 per 8 hours	Same Same

Kayak Rental (Solo)	\$12.00 per 4 hours	Same
	\$18.00 per 8 hours	Same
Kayak Rental (Tandem)	\$15.00 per 4 hours	Same
	\$20.00 per 8 hours	Same

This includes all demonstrations and potential sales, as well as maintenance runs, or maintenance on trailers, or swapping of boats and trailers. The fee is for a one hour time limit. Anything over one hour and the business owner will be charged the full amount. No business operators will be permitted on the lake when it is closed to the public. If on the water for less than thirty minutes, a private owner will be issued a rain check to return to the lake at a later date.

*Senior fee begins at age 65

PROOF OF RESIDENCY MUST BE PRESENTED BY USER

User Fees

Refuse Fees

*Recycling	\$2.36 per month (Revised 8-4-09)
*Garbage Land Fill Tipping Fee	\$3.00 per month
**Extra Garbage Container	\$3.00 per month plus one time lease at current cost of container
***Bulk Waste (in excess of 2 clam shell bites)	\$12.00 per clam shell bite in excess of 2
***Tree Trimmings (in excess of 2 clam shell bites)	\$6.00 per clam shell bite in excess of 2
* All water customers inside the City Limits without containerized disposal systems (dumpsters) per customer or dwelling unit	
**Extra roll out container for residents only	
*** One (1) clam shell bite is approximately 1.5 cubic yards	

Stormwater Fee

Stormwater Charge	\$2.00 per month per utility account
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Sewer Rates

Monthly Rate	\$5.97 per thousand gallons of water used
Monthly Minimum	\$5.97
Residential Users without water	\$35.82 per month
Outside User Sewer Surcharge	\$22.78 per month
Delinquent Fee for sewer account without water	2% (Minimum of \$5.00)
Non-payment Fee for sewer account without water	\$40.00
Groundwater Remediation Permit Fee	\$300.00 annually
Groundwater Remediation Discharge	\$5.97 per thousand gallons
Industrial Surcharges (Sec. 13-211 (a))	
Inside	BOD – \$0.28 per lb TSS - \$0.28 per lb
Industrial or Commercial users of sewer service shall pay rates as established by the City Manager based on estimated or metered use. Rates used for non-metered users shall be prevailing rates.	

Water Rates

Monthly Rate	\$4.81 per thousand gallons of water used
Monthly Minimum	\$4.81
Monthly Rate (Outside City Limits)	\$9.62 per thousand gallons of water used
Monthly Minimum (Outside City Limits)	\$9.62
Municipal Customers	\$4.81 per thousand gallons of water used
Delinquent Fee	2% (Minimum of \$5.00)
Non-payment Fee	\$40.00
*Water Deposit (Inside Residential)	\$80.00
*Water Deposit (Outside Residential)	\$160.00
*Water Deposit (Inside Non-residential)	\$100.00
*Water Deposit (Outside Residential)	\$200.00
Meter Tampering Fee	\$100.00
**Meter Testing Fee (Inside)	\$10.00
**Meter Testing Fee (Outside)	\$20.00
Service Initiation Fee	\$10.00

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

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

Water and Sewer Tap and System Development Fees

Water

Customer Type	Water Meter Size	Equivalent Residential Unit (ERU)	System Development Fee	Water Tap Fee (Inside City Limits)	Water Tap Fee (Outside City Limits)	Meter Fee
Single-Family Dwelling Unit	3/4"	1.00	\$483.00	\$600.00 ⁶	\$1,200.00 ⁶	\$150.00 ⁶
Single-Family Dwelling Unit	1"	1.67	\$806.00	N/A ⁴	N/A ⁴	N/A ⁵
Multi-Family Dwelling Unit	N/A	1.00	\$483.00	N/A ⁴	N/A ⁴	N/A ⁵
All Other Zoning Categories	3/4"	1.00	\$483.00	N/A ⁴	N/A ⁴	N/A ⁵
All Other Zoning Categories	1"	1.67	\$806.00	N/A ⁴	N/A ⁴	N/A ⁵
All Other Zoning Categories	1.5"	3.33	\$1,611.00	N/A ⁴	N/A ⁴	N/A ⁵
All Other Zoning Categories	2"	5.33	\$2,578.00	N/A ⁴	N/A ⁴	N/A ⁵
All Other Zoning Categories	3"	11.67	\$5,639.00	N/A ⁴	N/A ⁴	N/A ⁵
All Other Zoning Categories	4"	21.00	\$10,150.00	N/A ⁴	N/A ⁴	N/A ⁵
All Other Zoning Categories	6"	43.33	\$20,945.00	N/A ⁴	N/A ⁴	N/A ⁵
All Other Zoning Categories	greater than 8"		calculated based on ERU	N/A ⁴	N/A ⁴	N/A ⁵

Sewer

Customer Type	Water Meter Size	Equivalent Residential Unit (ERU)	System Development Fee	Sewer Tap Fee (Inside City Limits)	Sewer Tap Fee (Outside City Limits)
Single-Family Dwelling Unit	3/4"	1.00	\$1,185.00	\$600.00 ⁶	\$1,200.00 ⁶
Single-Family Dwelling Unit	1"	1.67	\$1,975.00	N/A ⁴	N/A ⁴
Multi-Family Dwelling Unit	N/A	1.00	\$1,185.00	N/A ⁴	N/A ⁴
All Other Zoning Categories	3/4"	1.00	\$1,185.00	N/A ⁴	N/A ⁴
All Other Zoning Categories	1"	1.67	\$1,975.00	N/A ⁴	N/A ⁴
All Other Zoning Categories	1.5"	3.33	\$3,950.00	N/A ⁴	N/A ⁴
All Other Zoning Categories	2"	5.33	\$6,319.00	N/A ⁴	N/A ⁴
All Other Zoning Categories	3"	11.67	\$13,823.00	N/A ⁴	N/A ⁴
All Other Zoning Categories	4"	21.00	\$24,882.00	N/A ⁴	N/A ⁴
All Other Zoning Categories	6"	43.33	\$51,334.00	N/A ⁴	N/A ⁴
All Other Zoning Categories	greater than 8"		calculated based on ERU	N/A ⁴	N/A ⁴

Notes:

- (1) Any item not included in the above schedule shall be referred to the City Manager for a specific price determination.
- (2) 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.
- (3) Projects that have active building permits but have not paid System Development fees have 30 days from July 1, 2018, to pay rates under the former water and sewer connection fee schedule.

- (4) Owner or Developer is responsible for providing taps for all other types, sizes and zoning classifications.
- (5) Owner or Developer is responsible for providing meters meeting City of Graham Standards and Specifications for all other types, sizes and zoning classifications.
- (6) Owner or Developer of a residential subdivision, as defined *Section 10.336* of the City of Graham Development Ordinance, is responsible for furnishing water and sewer taps in which tap fees will not be charged.