



Town of Clayton
Town Council Work Session Agenda
Monday, December 4, 2023 @ 3:00 PM
Rotary Room, Town Hall
111 E. Second Street

1. CALL TO ORDER

2. ADJUSTMENT OF THE AGENDA

- a. **POTENTIAL ACTION:** Approve or Adjust the Agenda

3. INTRODUCTIONS AND SPECIAL PRESENTATIONS

- a. Employee Introductions (3:00 - 3:10 p.m.)
• Tim Robbins, Public Works Director

Presenter: Lee Barbee, Deputy Town Manager

4. ITEMS FOR DISCUSSION

- a. Signs Committee (3:10 - 3:30 p.m.)
b. LAPP Discussion (3:30 - 4:00 p.m.)
c. Fees (4:00 - 4:30 p.m.)
[Final Comprehensive List of Fees and Charges FY2024](#)
d. Advisory Board By-Laws Follow Up (4:30 - 5:00 p.m.)
[Code of Conduct for Appointed Boards](#)
[Advisory Board Contract](#)

5. ADJOURNMENT

- a. **POTENTIAL ACTION:** Motion To Adjourn

Comprehensive List of Fees and Charges

Effective July 1, 2023



Taxes & Fees

Town of Clayton Tax Rate	\$0.60 / \$100 valuation of property
Claytex Fire District Tax Rate	\$0.1175 / \$100 valuation of property
Vehicle Fee (pursuant to NCGS 20-97 (b1))	\$30 / vehicle

Document/Copy/Administrative Fees

Copying up to 11"x17" (black & white)	\$0.10 / sheet
Town meeting(s) audio or documents	\$1.50 / storage device provided
Certified copy of Town records	In accordance with NCGS 161-10(9)
Paper Copy of Agenda	\$10 (annually) Email free
Filing Fee for Office of Council Member	\$5
Filing Fee for Office of Mayor	\$10

Cemetery Fees

Lot Purchase - including footstone	\$1,200
Interment - Monday through Saturday	\$900
Interment - Sundays and Holidays*	\$1,200
Footstone Marker and Installation	\$200
Cremains Interment - Monday through Saturday	\$600
Cremains Interment - Sundays and Holidays*	\$900

*Excludes New Year's Day, Good Friday, Easter Sunday, Thanksgiving Day, Christmas Eve, and Christmas Day

Customer Deposits

Residential Electric	\$250 / \$800 (high risk)
Residential Water	\$50 / \$120 (high risk)
Residential Sewer	\$50 / \$120 (high risk)
Residential Irrigation	\$50 / \$120 (high risk)
Non-residential Electric	2.5 times average bill for location or comparable use
Non-residential Water	2.5 times average bill for location or comparable use.
Non-residential Sewer	2.5 times average bill for location or comparable use.
Non-residential Irrigation	2.5 times average bill for location or comparable use

Customer Fees

Connection Fee	\$25
Returned Check/Draft Fee	\$25
Non-Payment Penalty	\$50
Late fee for charges unpaid by due date	5%
Bucket Truck Mobilization Fee	\$500

Solid Waste Fees

Solid Waste Collection	\$24.00 per month
Extra Garbage Cart	\$4.18 / month
Extra Recycling Cart	\$3.17 / month

Water & Sewer Utility Rates

Water

Base Rates

Meter Size:	In Town	Out of Town
5/8' Meter	\$21.01	\$25.76
3/4" Meter	\$30.52	\$37.64
1" Meter	\$49.54	\$61.42
1.5" Meter	\$97.06	\$120.83
2" Meter	\$154.10	\$192.12
3" Meter	\$287.19	\$358.48
4" Meter	\$477.30	\$596.12
6" Meter	\$952.60	\$1,190.25
8" Meter	\$1,522.95	\$1,903.19
10" Meter	\$2,188.37	\$2,734.96

Non-Irrigation

Commodity Rates

Residential:	In Town	Out of Town
Block 1: 0 - 2,000 Gallons	\$4.95	\$6.20
Block 2: 2,001 - 4,000 Gallons	\$5.21	\$6.51
Block 3: 4,001 - 6,000 Gallons	\$5.46	\$6.82
Block 4: All Gallons > 6,000	\$5.96	\$7.44
Commercial:		
Block 1: 0 - 100,000 Gallons	\$5.54	\$6.93
Block 2: All Gallons > 100,000	\$6.37	\$7.96
Industrial:		
Block 1: 0 - 100,000 Gallons	\$5.63	\$7.02
Block 2: All Gallons > 100,000	\$6.47	\$8.08

Irrigation

Commodity Rates

Residential:	In Town	Out of Town
Block 1: 0 - 8,000 Gallons	\$7.70	\$7.70
Block 2: 8,001 - 16,000 Gallons	\$9.60	\$9.60
Block 3: All Gallons > 16,000	\$11.81	\$11.81
Non-Residential		
Block 1: 0 - 50,000 Gallons	\$6.25	\$6.25
Block 2: 50,001 to 100,000 Gallons	\$8.62	\$8.62
Block 3: All Gallons > 100,000	\$10.14	\$10.14

Sewer		
Base Rates		
Meter Size:	In Town	Out of Town
5/8' Meter	\$34.25	\$42.82
3/4" Meter	\$51.39	\$64.23
1" Meter	\$85.63	\$107.05
1.5" Meter	\$171.28	\$214.10
2" Meter	\$274.06	\$342.59
3" Meter	\$513.87	\$642.32
4" Meter	\$856.42	\$1,070.54
6" Meter	\$1,712.88	\$2,141.10
8" Meter	\$2,740.59	\$3,425.75
10" Meter	\$3,939.60	\$4,924.49
12" Meter	\$9,076.66	\$11,346.64
Commodity Rates:		
All usage (per 1,000 gallons)	\$11.02	\$13.79
Flat Rate Sewer - No Meter:	\$67.42	\$84.28
Water & Sewer - Bulk		
Monthly Commodity Rates (Water):	\$5.25 / 1,000 gallons	
High Strength Surcharge (Sewer):		
Biochemical Oxygen Demand (BOD)	\$0.355 / pound for concentration in excess of 250 mg/liter	
Total Suspended Solids (TSS)	\$0.13 / pound for concentration in excess of 250 mg/liter	
Ammonia Nitrogen (NH3-N)	\$1.75 / pound for concentration in excess of 20 mg/liter	
Industrial High Strength Surcharge	\$4.00 / 1,000 gallons	
Bulk Water Filling Station Usage:		
Base rate	\$10	
Minimum charge (less than 1,000 gallons)	\$5.25	
Above 1,000 gallons	\$5.25 / 1,000 gallons	
Electric Utility Rates		
Residential		
Monthly Base Charges:		
Single Phase Service	\$20.50	
Three Phase Service	\$23.50	
Monthly Energy Charge:	\$0.13040 / kWh	
Institutional		
Monthly Base Charge:	\$42.00	
Monthly Energy Charge:	\$0.15110 / kWh for first 600 kWh	
	\$0.13130 / kWh for next 1,900 kWh	
	\$0.11450 / kWh for all additional kWh	
Small General Service		
Monthly Base Charge:	\$32.00	
Monthly Demand Charge:	\$0.14550 / kWh for the first 750 kWh*	
	\$0.14550 / kWh for the next 2,000 kWh	
	\$0.09740 / kWh for the additional kWh	
*When the kW of billing demand exceeds 5kW, add into the first block 150 kWh for each additional kW of excess.		
Medium General Service		
Monthly Base Charges:	\$42.00	
Monthly Demand Charges:	\$11.41 / kW	
Monthly Energy Charge:	\$0.08220 / kWh	

Large General Service*	
Monthly Base Charge:	\$240.00
Monthly Demand Charge:	
CP Demand	\$20.18 / CP kW
Excess Demand	\$1.685 / kW
Monthly Energy Charge:	\$0.06070 / kWh
*No existing customers	
Coincident Peak (CP)	
Monthly Base Charge:	\$240.00
Monthly Demand Charge:	
CP Demand	\$21.37 / CP kW
Excess Demand	\$5.15 / kW
Monthly Energy Charge:	\$0.05740 / kWh
Town Facilities	
Monthly Base Charge:	\$15.00
Monthly Energy Charge:	\$0.09370 / kWh
Time Of Use	
Monthly Base Charge:	\$240.00
Monthly Demand Charge:	\$20.18 / kW
Monthly Energy Charge:	\$0.06070 / kWh
Area Lighting	
Monthly Rate Per Lighting Unit:	
Residential Unit	\$13.42
Small Commercial Unit	\$17.81
Large Commercial Unit	\$40.64
Underground Charge	\$5.40
Monthly Rate Per Pole Type:	
Wooden	\$3.37
Decorative	\$7.41
Monthly Energy Charge:	\$0.09398 / kWh
Electric Department	
Residential Electric Meter	Cost of Meter + 10%
Small Commercial Meter	Cost of Meter + 10%
Large Commercial Meter	Cost of Meter + 10%
Underground Electric Fee	\$1,000 + \$5.00 per foot>120 feet
Solar Panel Permit Application	\$250
Temporary Electrical Service Install	\$175

Public Works					
Water & Sewer Taps & Water & Sewer / Electric Meter Fees					
** Cost for an applicable boring or non-typical installation requirements (Actual Cost + 10%)					
Single Lots Only - No Commercial or Developers					
Service/Meter	Base Cost	Street Cut	Concrete Cut	Meter Only	Permit Fee
3/4 & 5/8 Inch Water	\$2,000	\$750	\$750	Cost of Meter + End Point + 10%	N/A
1 Inch Water	\$2,350	\$750	\$750	Cost of Meter + End Point + 10%	N/A
1/5 & 2 Water	\$2,900	\$750	\$750	Cost of Meter + End Point + 10%	N/A
4 Inch Sewer	\$3,900	\$750	\$750	N/A	N/A
Irrigation Split	\$600	N/A	N/A	N/A	N/A
Relocate Meter Box service adjustments within 30" of tap location. Greater than 10" will require a new tap.	*For \$600	N/A	N/A	N/A	N/A
Residential Electric	N/A	N/A	N/A	Cost of Meter + 10%	N/A
Small Commercial Electric	N/A	N/A	N/A	Cost of Meter + 10%	N/A
Large Commercial Electric	N/A	N/A	N/A	Cost of Meter + 10%	N/A
System Development Fees					
Water Meter Testing:	Labor Cost + 10%				
Water Quality Sampling:	Labor Cost + Lab Fee + 10%				
Hydrant Flow Testing Fee:	\$150 per hydrant				
FOG Inspection:	\$25				
Service/Meter Size	Water	Sewer	Total	New & Existing users expanding usage requiring meters greater than 2-in require a Developer's Agreement.	
5/8 & 3/4 inch	\$2,690	\$4,890	\$7,580		
1 Inch	\$4,483	\$8,150	\$12,633		
1.5 & 2 inch	\$14,344	\$26,080	\$40,424		
				Current Cost per gallon based on 2018 SDF Study:	
				Water = \$6.18 per gallon per day (GPD)	
				Sewer = \$15.52 per gallon per day (GPD)	
Nutrient Offset Fees					
Residential Tap	\$450/ Tap				
Non Residential Tap	\$0.005 / gallon of annual wastewater capacity				

Planning Department	
Public Notices Fees	
Mailed Notice	\$1.00 per Mailed Notice
Public Notice Signs	\$20 per Posted Sign
Development Submittal Fees	
Determination	\$200
Development Agreement	\$1,000
Fee-in-Lieu Request (By Applicant)	\$300
Limited Subdivision	\$250
Street Renaming/Closure	\$300
Temporary Permit	\$100
After-the-Fact Temporary Permit	\$200
Vested Rights Certificate	\$300
Administrative Adjustment	\$150/Adjustment
Uniform Sign Plan	\$150
Re-Advertisement	\$200
Appeal	\$350
Annexation	\$300
Urban Archery Hunting Permit	\$50
Major Subdivision/Conservation Subdivision	\$500 + \$15 / acre
Minor Subdivision (<5 lots)	\$300 + \$15 / acre
Conditional Zoning, Unlimited with Associated Concept Plan	\$1,000 + \$5 / acre
Small Cell Wireless	\$100 ea for first 5 facilities, \$50 ea additional
Zoning Compliance Inspection/Re-Inspection	\$150
Resubmittal Fee	4th and each subsequent submittal - 1/2 the cost of the original submittal fee
Exempt Subdivision	\$150
Final Plat Review	\$300 + \$15 / acre
Rezoning	\$750 + \$10 / acre
Conditional Rezoning, Limited Use and Limited Standard	\$750 + \$10 / acre
Alternative Sign Plan	\$300
Sign - Permanent	\$75 + \$5 / additional sign
Sign - Temporary	\$50
After-the-Fact Sign Permit	\$150 + \$10 / additional sign
Minor Modification	\$250
Site Plan	\$500 + \$15 / acre
Special Use Permit	\$750
Temporary Use / Special Event	\$100
After-the-Fact Temporary Use/Special Event Permit	\$200
Tree Clearing Certificate	\$250
Variance Application	\$500 (\$1,000 after the fact)
Zoning Compliance	\$100
Zoning Verification	\$100
Family Health Care Structure	Initial Permit (Good for 1 Year): \$100 Annual Renewal Fee (Due every year starting with Year 2): \$50
Planning/Engineering Development Submittal Technology Fee Surcharge	4% of Fee Total (Planning & Engineering)

Code Enforcement	
Civil Penalty for Violations of Unified Development Ordinance	First Notice of Violation \$50; Second and Subsequent Notices of Violation - \$100 (each day violation continues)
Tall Grass and Overgrowth	
0 to .25 acres	\$150 + \$100 Admin Fee
.26 to .50 acres	\$200 + \$100 Admin Fee
> 1.00 acres	\$250 + \$100 Admin Fee
Private Property Clean Up	Amount Billed by Contractor + \$100 Admin Fee
Copies & Maps	
Copy < 11" x 17" (Black & White)	\$0.10
Copy > 11" x 17" (Black & White)	\$1
Copy < 11" x 17" (Color)	\$0.40
Copy > 11" x 17" (Color)	\$5
Map 18" x 24"	\$10
Map 24" x 36"	\$20
Map 36" x 48"	\$30
Consultant Review Fees	
Tower Review, New Structure, One Related Meeting	\$5,000
Tower Review, New Structure, Two Related Meetings	\$6,500
Tower Review, Co-Location/Mod/Upgrade	\$1,000
Traffic Assessment	\$350
Recreation & Open Space Fees	
Single-Family Detached, Attached, Duplex, and Manufactured Home Dwellings	Pre-Development Cost of 1/35 of an Acre (Based on County Tax Assessor Data or Appraisal) Times the Number of Dwelling Units, Payable at Final Plat for each subdivision or phase of subdivision

Building Inspections	
Plan Review Fee - Initial Review	Commercial Projects 0-25,000' = \$250, over 25,000' = \$500
Plan Review Fee - Permit Cancelled or Not Picked up/Issued	\$100
Plan Review Fee - Subsequent Reviews (ea)	\$150
New Dwelling (Single):	
Up to 1,200 sq. ft	\$600 / dwelling
> 1,200 sq. ft.	\$600 + \$0.30 / sq. ft.
Residential - Additions/Remodel:	
0 - 400 sq. ft.	\$300
> 400 sq. ft.	\$300 + \$0.30/sq. ft.
Additional per trade	\$75
Multi-Family Dwelling Duplex/Triplex	
Up to 3 units	\$600 + \$0.30/sq ft > 1,200 sq ft
Each additional unit	\$200
Mobile Homes	
Single-Wide (Building Only)	\$250
Double - Wide (Building Only)	\$275
Triple - Wide (Building Only)	\$300
Quad - Wide (Building Only)	\$325
Travel Trailers / Campers	\$75
Poured Footing Inspection	\$75
Mechanical Permit Fee	\$75
Electrical Permit Fee	\$75
Plumbing Permit Fee	\$75
Dwelling Moved On	
Fee	\$250
Trade Fee	\$75
Residential Accessory Building (over 12'x12')	
Storage Building	\$75
Garage / Carport	\$100
Deck / Porch/ Gazebo	\$75 + \$0.30/sf for > 144 sf
Additional trade	\$75
Trade Inspections	
Building, Electrical, Plumbing and Mechanical	\$75
Farm Buildings	
Qualified Farm Building	\$0
Electrical Permit Fee	\$75
Permit Fee for Commercial Buildings (Based on cost per trade)	
\$0 - \$2,500	Trade fee (Minimum \$75)
\$2,501 - \$25,000	\$375
\$25,001 - \$50,000	\$675
\$50,001 - \$100,000	\$1,275
\$100,001 - \$200,000	\$2,175
\$200,001 - \$350,000	\$3,750
\$350,001 - \$500,000	\$4,750
\$500,001 - \$750,000	\$6,750
\$750,001 - \$1,000,000	\$8,750
>\$1,000,000	\$8,750 + 0.2% for every dollar over \$1,000,000

Re-Inspection Fees	
First Re-Inspection	\$75
Additional Re-Inspection of Same Item	\$150 2nd trip, \$225 3rd trip, \$300 4th trip (+\$75 each additional trip thereafter)
After Hours (Requires Special Approval)	\$200/hour (3 hour minimum)
Day Care Re-Certification	\$100
ABC Permit Form	\$150
Expired Permit Reissue	
Work Started / Code Changes	Original fee x 50%
No Work Started / No Code Changes	\$150
Re-Review, Lost Plans / Update	\$150
Service Pole Inspections	
Electrical (\$1 Building if no permit exists)	\$75
Update for Permits	
Contractor Change (Ord. 2017-09-01)	\$50
Service Change Inspections	
Conditional Service (Ord. 2017-09-01)	\$75
Building	\$1
Electrical	\$75
Sign	
Building	\$75
Electrical	\$75
Swimming Pools	
Building	\$75
Electrical	\$75
Pedestals	
Building	\$1
Electrical	\$75
LP Gas Tanks	
Building	\$50
Electrical	\$75
Tents (Per Building over 240 sq. ft.)	\$75
ATM	Commercial Rate
Conditional Power/Gas - Single Family	\$75 each
90 Day Temp Power - New Construction Residential	\$75 each
Conditional Power/Gas - Multi Family	\$75 first meter, \$50 each additional
90 Day Temp Power - Commercial	\$150
Reconnect Power - Building	\$1
Reconnect Power - Electrical	\$75
Demolition - Residential	\$50 + asbestos report
Demolition - Commercial	\$150
Sprinkler System	Commercial Rate
Penalty	
For work started before proper permitting is obtained, a penalty of one-half the cost of the permit(s) that should have been obtained shall apply. GS 160A-414.	
Irrigation of New Landscape	\$75
One Time Extension - Irrigation New Landscape	\$50

Engineering Department	
Review Fees	
Construction Plan (Subdivision)	\$625 + \$20 per lot
Construction Plan Resubmittal	\$500
Construction Plan (Sites)	\$625 + \$35 per acre
Planning & Engineering Combo Review Fee (Subdivision) – 4 Reviews	\$1625 + \$60 per acre
Planning & Engineering Combo Review Fee (Sites) – 4 Reviews	\$1625 + \$20/lot + \$20/acre
Construction Plan (Infrastructure Only)	\$625 + \$0.40 per linear foot
Alternative Standard Request	\$625
Construction Plan Revisions	\$500 + \$10 per sheet
Pump Station CD Review	\$1,000
Pump Station Review – Resubmittal	\$750
Special Study (Flood, Traffic Calming, etc.)	\$350 + Cost of Consultant
Floodplain MGMT Document Review (LOMR, CLOMR, etc.)	\$200 per form
Record Drawing (Infrastructure/Stormwater)	\$625
Record Drawing Resubmittal	\$350
Bond Administration Fee (Surety/Letter of Credit)	\$250
Bond Administration Fee (Cash/Check)	\$250
Bond Administration Fee (Amendment/Reduction)	\$125
Encroachment Agreement Application	\$500
Water Extension Permit Application (all forms)	\$325
Sewer Extension Permit Application (all forms)	\$325
Water and/or Sewer Extension Permit Amendment	\$175
Wastewater Allocation Requests	\$500
Right-of-Way Closure Application / Processing Fee	\$250/\$350
Planning & Engineering Combo Resubmittal Fee	\$750
Planning/Engineering Development Submittal Technology Fee Surcharge	4% of Fee Total (Planning & Engineering)
Inspection Fees	
New Public Streets	\$1.75 per linear foot
Curb and Gutter (new and replacement)	\$0.75 per linear foot
Application for Acceptance of Public Infrastructure – Utilities	\$500
Acceptance of Public Infrastructure – Right-of-Way	\$500
Acceptance of Public Infrastructure - Reinspection	\$100
Pump Station	\$1,500
Water System Extensions	\$1.25 per linear foot
Pump Station	\$1,500
Stormwater SCM Inspection	\$500
Sanitary Sewer System Extensions	\$1.25 per linear foot
Storm Drainage (Public and Private)	\$0.75 per linear foot
Greenways & Sidewalks	\$0.75 per linear foot
Residential Driveway – Initial	\$100
Residential Driveway – Reinspection	\$75
Fire Lanes	\$1.75 per linear foot
Sanitary Sewer Taps (not performed by Town)	\$100

Water Taps (not performed by Town)	\$100
Fee-in-lieu Admin Fee	\$150
Reinspection Fee-Linear Footage Inspections	\$100

Stormwater/Erosion Control
All Stormwater and Erosion Control Fees include 2 Reviews, unless otherwise noted
All Erosion Control Fees are rounded up to the next acre

Erosion Control Plan Review	\$275 per acre
Erosion Control Plan Review Resubmittal	\$500
Erosion Control Plan Review Revision	\$500
Land Disturbance Permit – Initial (valid for 2 years)	\$200 per acre
Land Disturbance Permit Renewal (valid for 1 year)	\$750
Erosion Control Permit – Single lot	\$200
Stormwater Plan Review - up to 7 acres	\$600 per acre
Stormwater Plan Review - greater than 7 acres	\$4,200 + \$150/acre
Stormwater Plan Review Plan Review Resubmittal	\$500
Stormwater Plan Review Revision	\$500 + \$10 per sheet
Stormwater Permit	\$500 per acre
Stormwater Permit Revision	\$500 + \$10 per sheet
Stormwater Combo Plan Review - up to 7 acres	\$500 + \$600 per acre (4 Reviews)
Stormwater Combo Plan Review - greater than 7 acres	\$4,700 + \$150 per acre (4 Reviews)
Erosion Control Combo Plan Review	\$500 + \$275 per acre

Police Department	
Accident Report	\$2
Animal Service Penalty Fees:	
Animal Cruelty	\$500 per offense, per animal
Dangerous Dogs	\$500 per offense, per animal
All Other Violations, including leash law violations:	
-First Notice of Violation	\$100
-Second Notice of Violation	\$200
-Third and Subsequent Notice of Violation(s)	\$300
Fire Department	
Fire Inspection Fees	
Up to 3,000 sq. ft.	no fee
3,001 - 5,000 sq. ft.	\$75
5,001 - 10,000 sq. ft.	\$150
10,001 - 25,000 sq. ft.	\$375
25,001 - 50,000 sq. ft.	\$500
50,001 - 100,000 sq. ft.	\$625
100,001 - 500,000 sq. ft.	\$750
500,001 sq. ft. or greater	\$0.15 per sq. ft.
Re-Inspection Fees	
First Re-Inspection	\$75
Second Reinspection	\$150
Third Reinspection	\$225
Fourth Reinspection, etc.	\$300
Miscellaneous	
Blasting Permit Application	\$200
Special Standby Operations	
Engine	\$100 / hour (one hour minimum)
Personnel	\$22.50 / hour (one hour minimum)
Hazmat Emergency Response Charges	
Engine, Tanker or Ladder Truck	\$250 / hour
Support Vehicles	\$50 / hour
All Responding Personnel	1.5 x hourly rate of pay
Materials Used	Replacement cost + 10%
Materials Damaged	Replacement cost + 10%
First False Alarm in Month	\$0
Subsequent False Alarms in Month	\$100 each

Recreation Department		
Athletics		
(Base fees listed below are calculated using market comparisons)		
Youth Sports (Officiated - O, and Unofficiated - U)	Resident Fee	Non-Resident Fee
Winter Basketball (O)	Range \$30-\$80	Range \$30-\$80 plus 50%
Spring Baseball (O)	Range \$30-\$80	Range \$30-\$80 plus 50%
Spring Softball (O)	Range \$30-\$80	Range \$30-\$80 plus 50%
Fall Volleyball (O)	Range \$30-\$80	Range \$30-\$80 plus 50%
Fall Softball (O)	Range \$30-\$80	Range \$30-\$80 plus 50%
Spring T-Ball (U)	Range \$30-\$80	Range \$30-\$80 plus 50%
Fall Soccer (U)	Range \$30-\$80	Range \$30-\$80 plus 50%
Adult Sports	Team Fee	Non-Resident Fee
Softball	\$600	\$25
Soccer	\$600	\$25
Basketball	\$600	\$25
Volleyball	\$600	\$25
Flag Football	\$600	\$25
Resident's Fees included in Team Fees		
Programs		
Classes	Resident Fee	Non-Resident Fee
Class fees vary according to the type of class, cost of the facility, instructor and number of participants	Range \$2-\$150	Range \$2-\$150 plus 50%
Facility Rentals*		
Community Center Gym	Resident Fee	Non-Resident Fee
Full Court	\$60 / hour	\$120 / hour
Half Court	\$35 / hour	\$70 / hour
Scoreboard	\$10 / hour	\$20 / hour
Tennis Courts	\$5 / hour	\$10 / hour
Ballfields		
Community Park Field #1	\$20 / hour	\$40 / hour
Community Park Field #2	\$20 / hour	\$40 / hour
Community Park Field #3	\$20 / hour	\$40 / hour
Municipal Park	\$20 / hour	\$40 / hour
East Clayton Community Park Baseball Field	\$25 / hour	\$50 / hour
East Clayton Community Park Soccer Field	\$50 / hour	\$100 / hour
East Clayton Community Park Multipurpose – Field 1 or 2	\$75 / hour	\$150 / hour
East Clayton Community Park Multipurpose – Field 1 and 2	\$150 / hour	\$300 / hour
CHS Football - Artificial Turf	\$100 / hour	\$200 / hour
CHS Soccer	\$75 / hour	\$150 / hour
CHS Baseball	\$50 / hour	\$100 / hour
CHS Softball	\$40 / hour	\$80 / hour
Field Rental Add Ons		
Lights (Community)	\$20 / hour	
Lights (East Clayton Soccer & Baseball)	\$20 / hour	
Lights - CHS Softball	\$30 / hour	
Lights - CHS Baseball	\$40 / hour	
Lights - CHS Soccer	\$40 / hour	
Lights - CHS Football	\$50 / hour	
Baseball / Softball Field Prep (All Fields)	\$30 / hour	
East Clayton Soccer Field Paint - In Season	Included	
Soccer Field Paint - Off Season (Lacrosse/Rugby)	\$200	
Football Field Paint	\$350	
Seven vs. Seven Soccer or Smaller	\$150	

Tournament Field Rentals & Add Ons		
Community Park - Full Day	\$250 / field / day	
Community Park - Half Day	\$125 / field / day	
East Clayton - Baseball	\$350 / day	
Additional Field Prep	\$30 / field	
Scoreboard	\$25 / field / day	
Drying Agents	\$10 / bag	
Admission Fee to Town	\$50 / day	
Concessions	Only CPRD Allowed	
Other Vendors (Non-Food)	\$50 / vendor / weekend	
Picnic Shelters (Per 4-hour block)	Resident Fee	Non-Resident Fee
All Star Park	\$32	\$64
Community Park	\$40	\$80
East Clayton Community Park	\$40	\$80
Municipal Park - Cypress	\$50	\$100
Municipal Park - Birch	\$40	\$80
Municipal Park - Maple	\$40	\$80
Municipal Park Stage (Per 4-hour block)	Resident Fee	Non-Resident Fee
Up to 50 - includes shelter	\$180	\$360
51 to 150 - includes 2 shelters	\$260	\$520
151 to 499 - includes 3 shelters	\$340	\$680
Community Center Memberships - Calendar Year Basis		
Annual Memberships - Calendar Year Basis		
Individual	\$0	\$50
Family with Dependents	\$0	\$100
Daily Memberships	N/A	\$5
Lost Cards	\$5	\$5
*Johnston County non-profits are eligible to receive the Resident Fee for Facility Rentals. Does not impact tournament rentals or program registrations.		
Commercial Use Permit	\$25	\$25
Hocutt Ellington Memorial Library		
Library Cards	Johnston County Resident	Non-Johnston County Residents
Individual - Annual	\$0	\$25
Individual - Semi-Annual	\$0	\$15
Individual - Quarterly	\$0	\$10
Family - Annual	\$0	\$50
Education Employee (All Johnston County with ID)	\$0	\$0
Internet Usage		
With Valid Library Card	\$0	\$0
Without Valid Library Card	\$0	\$5 per hour
Library Fees		
Copy Machine or Computer Printouts	\$0.20/page B&W; \$0.25/page Color	\$0.20/page B&W; \$0.25/page Color
Lost Book	Replacement Cost	Replacement Cost
Library Card Replacement	\$5	\$5
IT Technology Lending		
Return of Device Kit In "After Hours" Book Drop	\$10 plus cost of any damage*	\$10 plus cost of any damage*
Device(s) Returned Late	\$5 per day / max \$25	\$5 per day / max \$25
Device(s) not Returned within 7 Days of Due Date	Full replacement cost*	Full replacement cost*
Lost or Damaged Technology or Accessories	Cost as indicated on checklist*	Cost as indicated on checklist*
* These costs/fees will be included on fully executed lending agreement		

Special Events		
Special Event Fees	Resident Fee	Non-Resident Fee
Application Review	\$100	\$200
Sanitation Deposit	\$250	\$250
Street Closure	\$50 / day	\$100 / day
Type III Barricade Rental	\$5 / barricade / day	\$25 + \$5 / barricade / day
Police Detail Fee (3 hour minimum)	\$35 / officer / hour	\$35 / officer / hour + \$100 Admin Fee
Garbage/Recycling Container Rental (minimum of 4)	\$13 / container / day	\$13 / container / day + \$50 Admin Fee
Generating Notice Addresses (one hour minimum)	\$25 / hour	\$50 / hour
Emergency Notification Call / Mass Phone	\$50	\$100
No Parking Signage	\$3 / sign	\$3 / sign
Positive Barricades (filled and installed)	\$45 per intersection	\$45 per intersection
Utility Fees (Water and Electricity)		
Events longer than one day	\$10 / utility	\$20 / utility
Town/Horne Square Rental with Road Closure: (Special Event Application Fee, 8 Trash Cans, Road Closure Fee, 10 No Parking Signs, Water Barricades, and Town Square Rental)	\$500	\$750
Town/Horne Square Rental with No Road Closure: (Special Event Application Fee, 6 Trash Cans, and Horne Square Rental)	\$250	\$400
Non-Departmental Equipment Usage		
Sewer Jetter	\$65 / hour	
Leaf Machine	\$65 / hour	
Backhoe	\$55 / hour	
Line Truck	\$50 / hour	
Bucket Truck	\$50 / hour	
Sewer Rodding Machine	\$40 / hour	
Tractor & Bush Hog	\$40 / hour	
Mowing Machine	\$40 / hour	
Ditch Witch Trencher	\$40 / hour	
Asphalt Roller	\$40 / hour	
Riding Mower	\$35 / hour	
1/2 Ton Pickup Truck	\$25 / hour	
Air Hammer	\$25 / hour	
Soil Tamp	\$25 / hour	
Push Mower	\$20 / hour	
* Rates for usage of equipment not listed above shall be based on the rates published by FEMA plus 15% for billing, management, and overhead.		



TOWN OF CLAYTON

Code of Conduct for Appointed Boards

Code of Conduct

Members of appointed boards shall, at all times during the course of their board membership, conduct themselves in a professional and ethical manner. Board members shall be respectful to other board members, public officials, and members of the public. They further shall abide by any rules of procedures or other guidelines for the conduct of their boards. Board members shall not use their official positions for personal gain.

ACKNOWLEDGEMENT

I acknowledge that I have read and understand this Code of Conduct for Appointed Boards. I further acknowledge that I have received and reviewed the Code of Conduct for Appointed Boards. I further acknowledge and understand that failure to comply with this policy is grounds for having my appointment rescinded. Finally, I acknowledge and understand that as a member of an appointed board of the Town of Clayton, I am to hold myself to the highest ethical standards. If I am unsure whether an action that I have taken or may take is ethical, I will notify the Clerk to the Board.

Name: (Printed):_____ Signature:_____

Date:_____ Board:_____



TOWN OF CLAYTON

Advisory Board Member Requirements

The Town of Clayton requires each of the Advisory Boards to follow the same rules as the Town Council. Kindly read the summary and return a signed copy to the Clerk of the Board. Please contact the Clerk to the Board or the Town Clerk if you have any questions.

It is critical for the success of the Town's boards that all members attend the meetings regularly. Please be aware of our attendance policy. All Board Members are expected to attend regular and special called meetings. An appointed Board Member who misses more than (3) unexcused consecutive regular meetings, or a total of four (4) such meetings during the year, loses his status as a member of the Board. Absences due to sickness, death, or other emergencies of like nature shall be regarded as approved absences and shall not affect the member's status on the Board, except that in the event of a long illness or other such prolonged absence, the member may be replaced. After a Board Member misses more than four unexcused meetings, the Clerk's Office will send a letter of termination to the Board Member and will notify the Town Council Liaison, Clerk to the Board and Board Chair.

Please let the Clerk to the Board or the Town Clerk know if your address, phone number or email address changes.

Please note that all emails, texts or other writing regarding board business may be considered a public record. Public records must be provided upon request and in a timely manner to anyone who requests them.

Board meetings are public meetings and must comply with all open meetings laws. In consideration of the volunteers' time, we ask that you keep meetings to an hour or less.

I, _____, have read and understand the above requirements.

Name: (Printed): _____ Signature: _____

Date: _____ Board: _____