

**MUNICIPAL BUILDING MAINTENANCE  
ACCT. 01-4304**

This account includes the cost of custodial and maintenance work on the Rocky Mount Municipal Building and grounds. Cleaning services are currently performed by a contracted cleaning service. Services of the Public Works Department are used as needed in the maintenance of the grounds and minor repair work on the Municipal Building.

The Town completed a major renovation to the building in 2006; the first since it was built in 1975.

**Budget Detail:**

**3000 – Contractual Services** – Costs are for twice weekly cleaning, security system maintenance, HVAC maintenance, pest control services, web-site maintenance, weekly plant maintenance, and various indoor maintenance projects as needed.

**New Needs/Requests:**

No specific special request for FY 2011.

**MUNICIPAL BUILDING  
4304 MAINTENANCE**

	FY 05 Actual	FY 06 Actual	FY 07 Actual	FY 08 Actual	FY 09 Actual Budget	FY 10 Budget	FY 10 Estimated	FY 11 Proposed	Increase/ (Decrease)
1001 Wages - Full Time	1,793	3,661	5,671	1,865	1,507	0	1,637	0	0
1002 Wages - Part Time	13,746	14,342	14,908	15,696	13,192	16,814	0	0	(16,814)
1003 Wages - Overtime	0	0	0	0	0	0	0	0	0
2001 FICA	1,183	1,371	1,570	1,342	1,172	1,316	122	0	(1,316)
2002 Retirement/Life Insurance	291	639	927	332	377	0	287	0	0
2003 Deferred Comp Match	0	0	0	0	0	0	0	0	0
2005 Medical/Dental Insurance	378	839	1,244	377	743	0	550	0	0
2011 Workers' Compensation Insurance	847	739	736	102	117	119	149	0	(119)
3000 Contractual Services	915	4,541	14,340	22,195	25,099	25,000	29,867	30,804	5,804
3003 IT Support	0	0	0	0	125	0	0	0	0
3300 Repairs & Maintenance	714	1,218	428	189	4,370	500	5,267	500	0
3600 Advertising	0	0	766	0	0	0	88	0	0
5100 Utilities	11,200	12,078	19,681	11,767	17,674	16,000	28,074	30,000	14,000
5200 Communications	0	478	0	0	0	0	0	0	0
5800 Miscellaneous	662	2,945	40	42	0	0	0	0	0
6002 Materials and Supplies	845	1,235	437	2,125	830	600	1,112	800	200
6003 Agricultural Supplies	82	0	116	188	0	50	0	0	(50)
6005 Janitorial Supplies	379	2,281	509	576	408	550	1,213	1,200	650
6014 Chemicals & Materials	0	367	0	0	0	0	0	0	0
7000 Capital Outlays	0	0	0	0	0	0	0	0	0
7002 Furniture & Fixtures	0	398	1,993	259	354	0	0	0	0
7003 Data Processing / Technology Improvements	0	0	0	7,750	2,733	0	0	0	0
8000 Rental of Building	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>33,035</b>	<b>47,134</b>	<b>63,366</b>	<b>64,804</b>	<b>68,700</b>	<b>60,949</b>	<b>68,366</b>	<b>63,304</b>	<b>2,355</b>

3.86%

**EMERGENCY SERVICES BUILDING MAINTENANCE  
ACCT. 01-4305**

All costs associated with building maintenance for the Emergency Services Building on North Main Street is in this account, as well as expenses related to the downtown fire station building. Routine maintenance services as needed are provided by Public Works to maintain the Emergency Services Building and the Floyd Ave. fire station.

**Budget Detail:**

**3000 - Contractual Services** - Contracted custodial services are used to provide routine weekly cleaning. The ESB would be one of several Town-owned facilities that could benefit from a full-time custodial position in the future. Other contractual services are for card reader systems, HVAC maintenance, insect control, elevator inspections and maintenance, fuel tank maintenance, and generator maintenance.

**5100 - Utilities** - Electrical service anticipated for both the ESB and the downtown fire station.

**5150 - Heating Fuel** - Propane for the ESB and fuel oil for the old fire station.

**New Needs/Requests:**

No specific special request for FY 2011.

**EMERGENCY SERVICES  
4305 BUILDING MAINTENANCE**

	FY 05 Actual	FY 06 Actual	FY 07 Actual	FY 08 Actual	FY 09 Actual	FY 10 Budget	FY 10 Estimated	FY 11 Proposed	Increase/ (Decrease)
1001 Wages - Full Time	3,519	175	1,419	2,748	1,198	0	494	0	0
1002 Wages - Part Time	0	0	0	0	0	0	0	0	0
1003 Wages - Overtime	0	0	0	0	0	0	0	0	0
2001 FICA	269	13	109	210	92	0	37	0	0
2002 Retirement/Life Insurance	601	31	235	593	210	0	87	0	0
2005 Medical/Dental Insurance	903	0	352	173	436	0	0	0	0
2011 Workers' Compensation Insurance	0	0	0	102	117	119	149	0	(119)
3000 Contractual Services	14,833	14,881	12,116	12,159	14,546	28,000	14,408	15,000	(13,000)
3300 Repairs and Maintenance	764	11,230	2,831	7,354	6,523	2,500	15,965	1,500	(1,000)
5100 Utilities	9,896	9,386	11,936	10,244	14,290	14,100	15,705	15,900	1,800
5150 Heating Fuel	9,557	14,292	10,295	14,650	11,120	14,000	13,493	14,000	0
5200 Communications	0	0	79	0	0	0	0	0	0
5800 Miscellaneous	0	422	0	0	0	0	0	0	0
6003 Agricultural Supplies	34	0	0	0	168	50	0	0	(50)
6005 Janitorial Supplies	1,316	1,843	724	1,698	802	1,000	1,587	1,600	600
6020 Materials and Supplies	2,364	0	1,567	2,301	118	350	655	550	200
7000 Capital Outlays	5,751	0	0	0	0	0	0	0	0
7002 Furniture & Fixtures	209	446	2,625	0	0	0	0	0	0
<b>TOTAL</b>	<b>50,015</b>	<b>52,718</b>	<b>44,287</b>	<b>52,233</b>	<b>49,618</b>	<b>60,119</b>	<b>62,580</b>	<b>48,550</b>	<b>(11,569)</b>

roof repair

-19.24%

**PUBLIC WORKS SHOP MAINTENANCE**  
**ACCT. 01-4306**

The Public Works Department is responsible for maintaining its building and grounds complex as needed. The new building for the Public Works Department was completed during 2007.

**Budget Detail:**

**3000 – Contractual** – Costs are for HVAC maintenance and fuel tank maintenance.

**5100 – Utilities** – For utility costs for the two buildings.

**5150 – Heating Fuel** – For heating fuel for the two buildings.

**New Needs/Requests:**

No specific special requests for FY 2011.

**PUBLIC WORKS  
4306 BUILDING MAINTENANCE**

	FY 05 Actual	FY 06 Actual	FY 07 Actual	FY 08 Actual	FY 09 Actual	FY 10 Budget	FY 10 Estimated	FY 11 Proposed	Increase/ (Decrease)
1001 Wages - Full Time	430	0	308	5,798	191	0	1,345	0	0
1002 Wages - Part Time	0	0	0	0	0	0	0	0	0
2001 FICA	33	0	24	444	15	0	96	0	0
2002 Retirement/Life Insurance	75	0	54	1,356	34	0	236	0	0
2005 Medical/Dental Insurance	188	0	0	2,051	0	0	744	0	0
2011 Workers' Compensation Insurance	0	0	0	0	0	0	0	0	0
3000 Contractual Services	817	1,107	1,160	1,054	975	1,300	1,341	1,750	450
3003 IT Support	0	0	0	0	400	0	0	0	0
3300 Repairs & Maintenance	1,464	243	271	1,525	495	500	173	250	(250)
5100 Utilities	1,657	1,536	1,334	3,146	3,815	3,050	4,310	4,956	1,906
5150 Heating Fuel	2,177	4,468	1,092	1,764	2,361	2,200	3,234	3,000	800
5158 Small Equipment Expense	0	420	0	0	0	0	8	0	0
5200 Communications	1,716	1,977	2,274	2,004	2,317	2,350	2,102	2,532	182
5800 Miscellaneous	0	0	0	0	0	0	0	0	0
6001 Office Supplies	0	0	0	147	467	0	0	0	0
6003 Agricultural Supplies	0	0	0	0	0	0	0	0	0
6005 Janitorial Supplies	2,077	2,696	1,180	2,551	2,064	2,400	1,847	1,850	(550)
6006 Shop Supplies	1,870	2,953	1,518	3,538	2,297	2,800	1,776	2,500	(300)
6014 Chemicals & Materials	209	0	0	0	0	0	0	0	0
7000 Capital Outlays	725	0	0	666	0	0	0	0	0
<b>TOTAL</b>	<b>13,437</b>	<b>15,401</b>	<b>9,214</b>	<b>26,041</b>	<b>15,431</b>	<b>14,600</b>	<b>17,212</b>	<b>16,838</b>	<b>2,238</b>

15.33%

**CEMETERY MAINTENANCE  
ACCT. 01-4307**

The Public Works Department maintains High Street Cemetery as a public service to the citizens of Rocky Mount. These services include mowing, landscaping, and the opening and closing of grave sites. 1.0% of all full-time Public Works salaries and fringe benefit costs have been budgeted to this account. Only those hours actually worked by employees during the year will be charged to this account, along with a comparable percentage of benefits.

**Budget Detail:**

**3000 - Contractual Services** - For miscellaneous tree trimming and outside contracted landscaping as needed.

**6003 – Agricultural Supplies** – Fertilizer and other landscaping needs.

**New Needs / Requests:**

No specific special requests for FY 2011.

**4307 CEMETERY MAINTENANCE**

	FY 05 Actual	FY 06 Actual	FY 07 Actual	FY 08 Actual	FY 09 Actual	FY 10 Budget	FY 10 Estimated	FY 11 Proposed	Increase/ (Decrease)
1001 Wages - Full Time	8,689	6,221	7,572	7,075	7,247	6,753	4,767	5,402	(1,351)
1002 Wages - Part Time	0	56	41	0	0	0	0	0	0
1003 Wages - Overtime	769	179	616	117	118	0	0	0	0
2001 FICA	723	494	629	550	554	517	361	413	(104)
2002 Retirement/Life Insurance	1,568	1,124	1,268	1,750	1,184	1,189	835	917	(272)
2003 Deferred Comp Match	0	0	0	0	0	0	0	0	0
2005 Medical/Dental Insurance	2,122	2,469	1,805	1,972	1,852	1,612	872	1,344	(268)
2011 Workers' Compensation Insurance	349	304	303	215	246	432	314	303	(129)
3000 Contractual Services	0	3,310	0	0	0	0	0	0	0
5155 Motor Fuel	656	685	776	1,080	1,008	1,260	690	720	(540)
5157 Motor Vehicle Expense	0	0	32	116	0	0	0	0	0
5158 Small Equipment Repairs and Purchases	188	820	890	631	345	600	600	1,200	600
5800 Miscellaneous	0	0	15	0	0	0	0	0	0
6003 Agricultural Supplies	0	159	312	0	169	200	200	200	0
6013 Materials and Supplies	253	466	762	174	0	173	100	100	(73)
6014 Chemicals & Materials	0	0	0	0	0	0	0	0	0
7004 Machinery and Equipment	0	0	328	0	0	0	0	0	0
<b>TOTAL</b>	<b>15,316</b>	<b>16,286</b>	<b>15,348</b>	<b>13,680</b>	<b>12,724</b>	<b>12,736</b>	<b>8,739</b>	<b>10,599</b>	<b>(2,137)</b>

-16.78%

**PARKS & PLAYGROUNDS**  
**ACCT. 01-4308**

The Public Works Department maintains Mary Elizabeth Park, Mary Bethune Park, Celeste Park, the Franklin County Veterans' Memorial Park, and jointly maintains Gilley's Park with the Franklin County Parks and Recreation Department. The Town does not have an organized recreation program, relying instead on services provided by the Franklin County Department of Parks and Recreation. Our parks are provided for passive use, utilizing playgrounds, picnic shelters, tennis courts, and roller hockey courts for non-organized play. The Town is also obligated under the terms of the 2000 annexation agreement to develop a playground in or near the Franklin Heights subdivision in the future, with costs for such included in the 5 Year CIP. Full-time labor costs for Public Works employees allocated time to maintain the grounds and equipment of these parks is budgeted at 2.0% of total labor and fringe benefits. Seasonal part-time labor is anticipated to be used in this account.

Green space design and adaptive use is a key element of not only recreation, but cultural and social events. Mary Elizabeth Park, located in the center of the historic central business district, is greatly underutilized in terms of its availability to host special events and to maximize its recreational opportunities. Mary Bethune Park is also underutilized in terms of its opportunity to educate the public on its rich history. Veterans' Park can be a very beneficial area as a gateway into town and its proximity to the Lynch Landing Park on the Pigg River. Gilley's Park provides 2 ponds for citizens' enjoyment. Celeste Park provides a more natural setting for citizens to explore. Work will begin on the construction of the interconnector trail between the Veterans' Park and Lynch Landing this fiscal year. Funds have been budgeted for the Town's match. Funds are also provided in this year's budget for the Pigg River dam safety project.

**Budget Detail:**

**1001 & 1002 – Wages** – For services of full time and part time seasonal Public Works employees to maintain the grounds.

**5100 – Utilities** - Costs for lighting in the parks.

**7010 – Infrastructure** – For major park projects including equipment replacement and other renovation projects.

**New Needs/Requests:**

Funds have been provided to further develop Celeste Park, to begin the Park Interconnector Trail between Veterans' Park and Lynch Landing, and to begin the Pigg River dam safety project.

**PARKS & PLAYGROUND  
4308 MAINTENANCE**

	FY 05 Actual	FY 06 Actual	FY 07 Actual	FY 08 Actual	FY 09 Actual	FY 10 Budget	FY 10 Estimated	FY 11 Proposed	Increase/ (Decrease)
1001 Wages - Full Time	7,737	6,871	10,607	9,355	12,666	10,805	13,906	10,805	0
1002 Wages - Part Time	0	37	41	0	0	0	0	0	0
1003 Wages - Overtime	12	4	0	10	0	0	6	0	0
2001 FICA	593	529	814	716	955	827	1,008	827	0
2002 Retirement/Life Insurance	1,325	1,193	1,700	2,337	2,114	1,902	2,331	1,834	(68)
2003 Deferred Comp Match	0	0	0	0	0	0	0	0	0
2005 Medical/Dental Insurance	2,057	1,841	2,234	1,776	3,124	2,579	3,289	2,687	108
3000 Workers' Compensation Insurance	349	303	303	140	161	692	205	606	(86)
3000 Contractual Services	0	340	6,756	5,829	0	0	0	0	0
3300 Repairs & Maintenance	133	653	44	8	72	200	703	200	0
5100 Utilities	1,778	1,741	2,673	1,910	2,301	1,650	2,248	2,600	950
5155 Motor Fuel	656	685	214	1,045	1,112	1,300	660	690	(610)
5157 Motor Vehicle Expense	47	120	117	94	91	100	100	100	0
5158 Small Equipment Repairs and Purchases	165	0	80	424	164	400	133	200	(200)
5800 Miscellaneous	0	26,055	0	0	0	0	0	0	0
6003 Agricultural Supplies	2,256	84	57	58	235	200	200	200	0
6005 Janitorial Supplies	0	0	0	0	648	0	765	775	775
6013 Recreational Supplies	63	387	2,758	374	2,194	416	1,328	1,200	784
6014 Chemicals & Materials	0	0	0	0	0	0	0	0	0
7004 Machinery & Equipment	0	0	0	0	0	0	0	0	0
7010 Infrastructure	0	0	0	0	0	0	0	0	0
Celeste Park	0	0	0	0	11,587	7,500	26,016	5,000	(2,500)
Park Interconnector Trail - local match	0	0	0	0	20,583	8,655	8,878	30,000	21,345
Gilley's Park	0	0	0	0	0	17,500	7,665	0	(17,500)
Pigg River Dam Safety Improvements	0	0	0	0	0	0	0	30,000	30,000
<b>TOTAL</b>	<b>17,171</b>	<b>40,845</b>	<b>28,399</b>	<b>24,076</b>	<b>58,006</b>	<b>54,726</b>	<b>69,440</b>	<b>87,724</b>	<b>32,998</b>

w/o projects  
60.30%  
7.84%