Town of South Kingstown
FY 2025 - 2026 Operating Budget

Adopted Version - 7/01/2025

Last updated 07/15/25

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Town Council Adopted Operating Budget - Approved Budget Amendments (Revenue)

The Fiscal Year 2025-2026 Town Manager Proposed Operating Budget was released on March 1, 2025. The Town Council Voted to Approve the FY2025-2026 Preliminary Adopted Budget on March 17, 2025. The Town Council then took action, adopting the FY2025-2026 Operating Budget of the Town on April 28, 2025. This section details the approved amendments to the Operating Budget of the Town for FY2025-2026.

Revenue Source	Account#	Account Description	FY2025-26 TM Proposed	FY2025-26 Prelim. Adopted	Amendment Total	FY2025-26 Adopted	Amendment Total
General Property Taxes	10100000-411010	Current Year Taxes	78,288,545	77,950,607	-337,938	77,912,053	-38,554
Total-Current Property Taxes			**79,467,243**	**79,129,305**	**-337,938**	**79,090,751**	**-38,554**
Total-State / Federal Aid			**6,673,707**	**6,673,707**	**0**	**6,673,707**	**0**
Total-Licenses & Permits			**1,742,141**	**1,742,141**	**0**	**1,742,141**	**0**
Dpt Revenues/Fins/Charges	10122001-440105	EMS Billing Revenue	1,100,000	1,185,000	85,000	1,185,000	0
Total-Dpt Revenues/Fins/Charges			**2,494,832**	**2,579,832**	**85,000**	**2,579,832**	**0**
Total-Revenue From Investments			**896,799**	**896,799**	**0**	**896,799**	**0**
Operating Transfers-In	10114000-440025	Interfund Computer Services	31,847	0	-31,847	0	0
Operating Transfers-In	10140000-491003	School Field Maintenance	101,304	101,000	-304	101,000	0
Operating Transfers-In	10100000-490802	Healthcare Management Fund	0	76,500	76,500	76,500	0
Total-Operating Transfers-In			**613,560**	**657,909**	**44,349**	**657,909**	**0**
Operating Transfer-Out	10100000-498400	Debt Service Tax Transfer	-2,406,009	-2,406,009	0	-2,331,009	75,000
Total-Operating Transfer-Out			**-59,351,569**	**-59,351,569**	**0**	**-59,276,569**	**75,000**
Fund Balance Applied	10100000-499040	Designated F/B-CIP	1,550,000	1,620,512	70,512	1,659,066	38,554
Total-Fund Balance Applied			**1,550,000**	**1,620,512**	**70,512**	**1,659,066**	**38,554**
Total General Fund (Revenues)			**34,086,712**	**33,948,636**	**-138,077**	**34,023,636**	**75,000**

Town Council Adopted Operating Budget - Approved Budget Amendments (Expenditure)

The Fiscal Year 2025-2026 Town Manager Proposed Operating Budget was released on March 1, 2025. The Town Council Voted to Approve the FY2025-2026 Preliminary Adopted Budget on March 17, 2025. The Town Council then took action, adopting the FY2025-2026 Operating Budget of the Town on April 28, 2025. This section details the approved amendments to the Operating Budget of the Town for FY2025-2026.

Department	Account Type	FY2025-26 TM Proposed	FY2025-26 Prelim. Adoptred	Amendment Total	FY2025-26 Adopted	Amendment Total
Total-Town Council		**33,3891**	**33,381**	**0**	**33,381**	**0**
Total-Budget Referendum		**15,256**	**15,256**	**0**	**15,256**	**0**
Total-Legal		**275,240**	**275,240**	**0**	**275,240**	**0**
Total Probate Judge		**15,536**	**15,536**	**0**	**15,536**	**0**
Town Manager	Wages	542,268	409,679	-132,589	409,679	0
Town Manager	Benefits	158,136	115,673	-42,463	116,190	517
Town Manager	Services	18,630	18,630	0	47,128	28,498
Town Manager	Capital Outlay	5,541	5,541	0	5,541	0
Town Manager	Commodities	28,950	28,950	0	28,950	0
Total-Town Manager		**753,525**	**578,473**	**-175,052**	**607,488**	**29,015**
Personnel Admin.	Wages	135,457	135,457	0	135,457	0
Personnel Admin.	Benefits	55,790	55,790	0	56,307	517
Personnel Admin.	Capital Outlay	2,116	2,116	0	2,116	0
Personnel Admin.	Services	15,800	15,800	0	15,800	0
Personnel Admin.	Commodities	9,200	9,200	0	9,200	0
Total-Personnel Admin.		**218,363**	**218,363**	**0**	**218,880**	**517**
Town Clerk	Wages	306,319	309,319	0	306,319	0
Town Clerk	Benefits	164,488	169,488	5,000	150,748	-18,740
Town Clerk	Capital Outlay	8,952	8,952	0	8,952	0
Town Clerk	Services	11,662	11,662	0	11,662	0
Town Clerk	Commodities	2,000	2,000	0	2,000	0
Total-Town Clerk		**493,421**	**498,421**	**5,000**	**479,681**	**-18,740**
Canvassing Authority	Wages	120,272	120,272	0	120,272	0
Canvassing Authority	Benefits	24,538	24,538	0	24,548	10
Canvassing Authority	Services	3,125	3,125	0	3,125	0
Canvassing Authority	Capital Outlay	1,191	1,191	0	1,191	0
Canvassing Authority	Commodities	4,260	4,260	0	4,260	0
Total-Canvassing Authority		**153,386**	**153,386**	**0**	**153,396**	**10**

Department	Account Type	FY2025-26 TM Proposed	FY2025-26 Prelim. Adopted	Amendment Total	FY2025-26 Adopted	Amendment Total
Municipal Court	Wages	78,135	78,135	0	78,135	0
Municipal Court	Benefits	17,422	17,422	0	38,906	21,484
Municipal Court	Services	15,125	15,125	0	15,125	0
Municipal Court	Capital Outlay	1,296	1,296	0	1,296	0
Municipal Court	Commodities	3,100	3,100	0	3,100	0
Total-Municipal Court		**115,078**	**115,078**	**0**	**136,562**	**21,484**
Finance Department	Wages	623,993	623,993	0	623,993	0
Finance Department	Benefits	242,761	242,761	0	248,215	5,454
Finance Department	Capital Outlay	51,812	51,812	0	51,812	0
Finance Department	Services	89,377	97,577	8,200	97,577	0
Finance Department	Commodities	3,650	3,650	0	3,650	0
Total-Finance Department		**1,011,593**	**1,019,793**	**8,200**	**1,025,247**	**5,454**
Information Technology	Wages	297,546	297,546	0	297,546	0
Information Technology	Benefits	114,709	116,459	1,750	117,716	1,257
Information Technology	Capital Outlay	7,407	7,407	0	7,407	0
Information Technology	Services	209,053	209,053	0	209,053	0
Information Technology	Commodities	3,000	3,000	0	3,000	0
Total-Information Technology		**631,715**	**633,465**	**1,750**	**634,722**	**1,257**
Total-Post Year Audit		**40,000**	**40,000**	**0**	**40,000**	**0**
Tax Assessor	Wages	285,261	285,261	0	285,261	0
Tax Assessor	Benefits	129,361	129,361	0	130,858	1,497
Tax Assessor	Services	80,372	88,572	8,200	88,572	0
Tax Assessor	Capital Outlay	6,830	6,830	0	6,830	0
Tax Assessor	Commodities	2,900	2,900	0	2,900	0
Total-Tax Assessor		**504,724**	**512,924**	**8,200**	**514,421**	**1,497**
Total-Assessment Board of Review		**1,600**	**1,600**	**0**	**1,600**	**0**
Planning Department	Wages	402,972	402,972	0	402,972	0
Planning Department	Benefits	152,187	152,187	0	153,319	1,132
Planning Department	Services	93,650	93,650	0	93,650	0
Planning Department	Capital Outlay	8,480	8,480	0	8,480	0
Planning Department	Commodities	3,600	3,600	0	3,600	0
Total-Planning Department		**660,889**	**660,889**	**0**	**662,021**	**1,132**

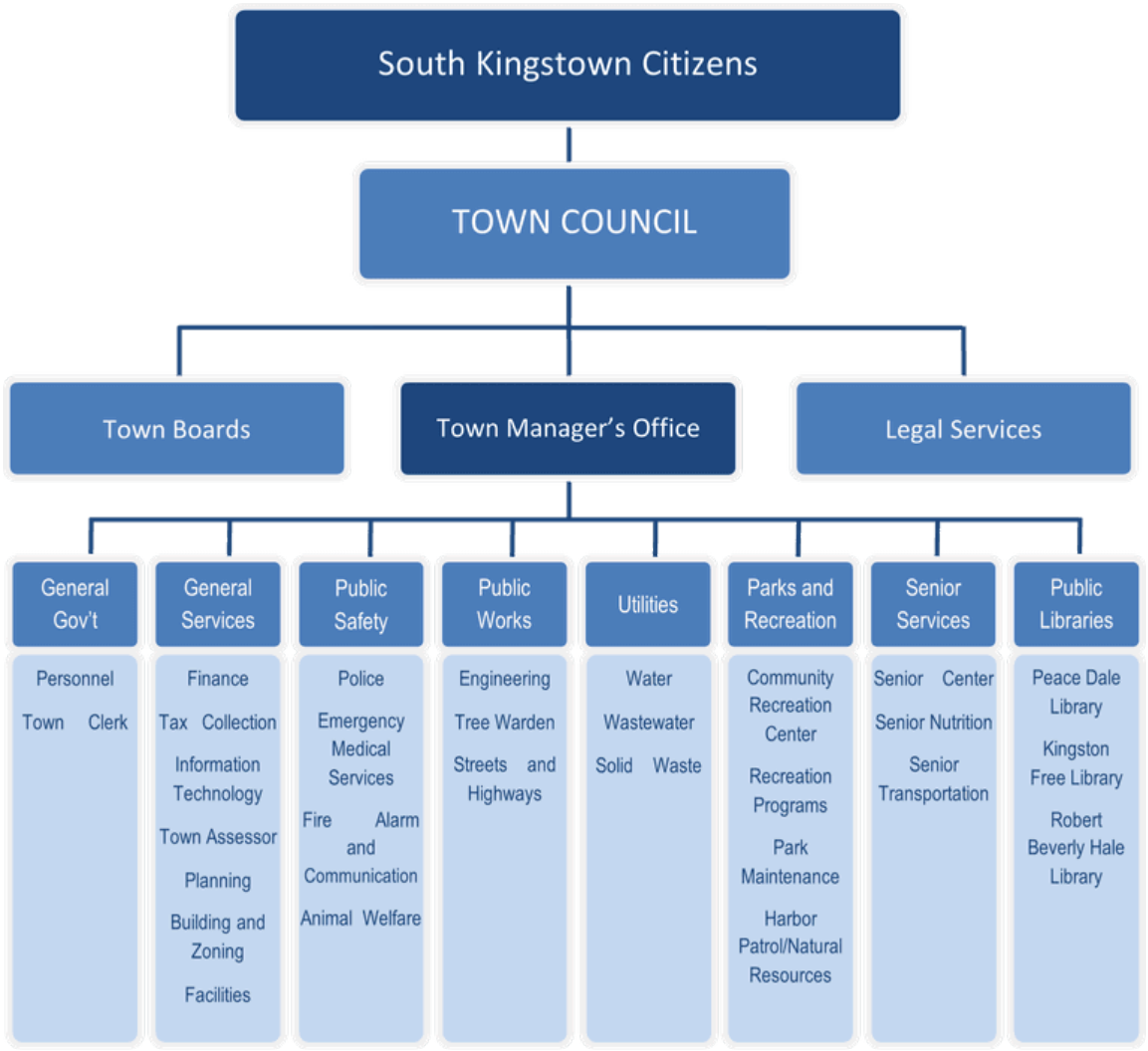
Department	Account Type	FY2025-26 TM Proposed	FY2025-26 Prelim. Adopted	Amendment Total	FY2025-26 Adopted	Amendment Total
GIS	Wages	106,474	106,474	0	106,474	0
GIS	Benefits	35,043	35,043	0	35,261	218
GIS	Services	24,350	24,350	0	24,350	0
GIS	Capital Outlay	4,410	4,410	0	4,410	0
GIS	Commodities	3,350	3,350	0	3,350	0
Total-GIS		**173,627**	**173,627**	**0**	**173,845**	**218**
Total-Planning Board		**13,360**	**13,360**	**0**	**13,360**	**0**
Total-Conservation Commission		**1,000**	**1,000**	**0**	**1,000**	**0**
Zoning/Building Inspection	Wages	417,665	417,665	0	417,665	0
Zoning/Building Inspection	Benefits	176,455	176,455	0	178,454	1,999
Zoning/Building Inspection	Services	29,854	29,854	0	29,854	0
Zoning/Building Inspection	Capital Outlay	8,675	8,675	0	8,675	0
Zoning/Building Inspection	Commodities	6,297	6,297	0	6,297	0
Total-Zoning/Building Inspection		**638,946**	**638,946**	**0**	**640,945**	**1,999**
Total-Zoning Board of Review		**7,390**	**7,390**	**0**	**7,390**	**0**
Facilities	Wages	685,023	685,023	0	685,023	0
Facilities	Benefits	321,876	321,876	0	325,571	3,695
Facilities	Services	429,884	429,884	0	429,884	0
Facilities	Capital Outlay	2,706	2,706	0	2,706	0
Facilities	Commodities	14,550	14,550	0	14,550	0
Total-Facilities		**1,454,039**	**1,454,039**	**0**	**1,457,734**	**3,695**
TOTAL - GENERAL GOVERNMENT		**7,212,069**	**7,060,167**	**-151902**	**7,107,705**	**47,538**
Police Department	Wages	6,131,981	6,131,981	0	6,131,981	0
Police Department	Benefits	3,580,681	3,603,242	22,561	3,603,242	0
Police Department	Services	268,053	268,053	0	268,053	0
Police Department	Capital Outlay	267,455	267,455	0	267,455	0
Police Department	Commodities	261,825	261,825	0	261,825	0
Total-Police Department		**10,509,995**	**10,532,556**	**22,561**	**10,532,556**	**0**
Total-Police Civilians		**654,310**	**664,310**	**0**	**654,310**	**0**
Total-Emergency Management		**12,918**	**12,918**	**0**	**12,918**	**0**

Department	Account Type	FY2025-26 TM Proposed	FY2025-26 Prelim. Adopted	Amendment Total	FY2025-26 Adopted	Amendment Total
Dispatchers	Wages	674,206	674,206	0	674,206	0
Dispatchers	Benefits	320,243	304,816	-15,427	304,816	0
Dispatchers	Services	23,372	23,372	0	23,372	0
Dispatchers	Capital Outlay	9,280	9,280	0	9,280	0
Dispatchers	Commodities	3,070	3,070	0	3,070	0
Total Dispatchers		**1,030,171**	**1,014,744**	**-15,427**	**1,014,744**	**0**
Animal Control-Road	Wages	61,808	61,808	0	61,808	0
Animal Control-Road	Benefits	43,970	36,833	-7,137	36,833	0
Animal Control-Road	Services	2,825	2,825	0	2,825	0
Animal Control-Road	Capital Outlay	1,860	1,860	0	1,860	0
Animal Control-Road	Commodities	5,855	5,855	0	5,855	0
Total-Animal Control-Road		**116,318**	**109,181**	**-7,137**	**109,181**	**0**
Total-Aniaml Control-Shelter		**259,458**	**259,458**	**0**	**259,458**	**0**
Total-Harbor Patrol		**42,276**	**42,276**	**0**	**42,276**	**0**
Communications	Wages	218,229	218,229	0	218,229	0
Communications	Benefits	93,853	93,853	0	94,894	1,041
Communications	Capital Outlay	13,745	13,745	0	13,745	0
Communications	Services	36,070	36,070	0	36,070	0
Communications	Commodities	12,550	12,550	0	12,550	0
Total-Communications		**374,447**	**374,447**	**0**	**375,488**	**1,041**
EMS	Wages	2,271,883	2,271,883	0	2,271,883	0
EMS	Benefits	757,302	765,802	8,500	775,107	9,305
EMS	Services	82,875	82,875	0	82,875	0
EMS	Capital Outlay	43,533	43,533	0	43,533	0
EMS	Commodities	92,950	92,950	0	92,950	0
Total-EMS		**3,248,543**	**3,257,043**	**8,500**	**3,266,348**	**9,305**
TOTAL - PUBLIC SAFETY		**16,248,436**	**16,256,933**	**8,497**	**16,267,279**	**10,346**
DPS Admin.	Wages	378,522	378,522	0	378,522	0
DPS Admin.	Benefits	144,475	144,475	0	145,717	1,242
DPS Admin.	Services	35,868	35,868	0	35,868	0
DPS Admin.	Capital Outlay	11,858	11,858	0	11,858	0
DPS Admin.	Commodities	5,800	5,800	0	5,800	0
Total-DPS Admin.		**576,523**	**576,523**	**0**	**577,765**	**1,242**

Department	Account Type	FY2025-26 TM Proposed	FY2025-26 Prelim. Adopted	Amendment Total	FY20225-26 Adopted	Amendment Total
Streets & Highway	Wages	1,226,207	1,226,207	0	1,226,207	0
Streets & Highway	Benefits	567,077	572,406	5,329	581,309	8,903
Streets & Highway	Services	557,669	557,669	0	557,669	0
Streets & Highway	Capital Outlay	33,480	33,480	0	33,480	0
Streets & Highway	Commodities	456,150	456,150	0	456,150	0
Total-Streets & Highway		**2,840,583**	**2,845,912**	**5,329**	**2,854,815**	**8,903**
Total-Tree Warden		**83,059**	**83,059**	**0**	**83,059**	**0**
Total-Street Lighting		**84,400**	**84,400**	**0**	**84,400**	**0**
TOTAL - PUBLIC SERVICES		**3,584,565**	**3,589,894**	**5,329**	**3,600,039**	**10,145**
Recreation Dpt Admin.	Wages	226,425	226,425	0	226,425	0
Recreation Dpt Admin.	Benefits	80,768	80,768	0	81,387	619
Recreation Dpt Admin.	Capital Outlay	15,450	15,450	0	15,450	0
Recreation Dpt Admin.	Services	25,980	25,980	0	25,980	0
Recreation Dpt Admin.	Commodities	2,120	2,120	0	2,120	0
Total-Recreation Dpt Admin.		**350,743**	**350,743**	**0**	**351,362**	**619**
Park Maintenance	Wages	720,013	720,013	0	720,013	0
Park Maintenance	Benefits	299,910	299,910	0	302,480	2,570
Park Maintenance	Services	77,484	77,484	0	77,484	0
Park Maintenance	Commodities	152,031	152,031	0	152,031	0
Park Maintenance	Capital Outlay	6,090	6,090	0	6,090	0
Total-Park Maintenance		**1,255,528**	**1,255,528**	**0**	**1,258,098**	**2,570**
Athletics Program	Wages	39,279	39,279	0	39,279	0
Athletics Program	Benefits	11,832	11,832	0	11,941	109
Athletics Program	Services	139,286	139,286	0	139,286	0
Athletics Program	Commodities	16,625	16,625	0	16,625	0
Total-Athletics Program		**207,022**	**207,022**	**0**	**207,131**	**109**
Creative Activities Program	Wages	58,600	58,600	0	58,600	0
Creative Activities Program	Benefits	18,549	18,549	0	18,743	194
Creative Activities Program	Services	4,299	4,299	0	4,299	0
Creative Activities Program	Commodities	1,100	1,100	0	1,100	0
Creative Activities Program	Capital Outlay	1,200	1,200	0	1,200	0
Total-Creative Activities Program		**83,748**	**83,748**	**0**	**83,942**	**194**

Department	Account Type	FY2025-26 TM Proposed	FY2025-26 Prelim. Adopted	Amendment Total	FY2025-26 Adopted	Amendment Total
Natural Resources Officer	Wages	43,863	43,863	0	43,863	0
Natural Resources Officer	Benefits	19,850	19,850	0	20,083	233
Natural Resources Officer	Capital Outlay	1,225	1,225	0	1,225	0
Natural Resources Officer	Services	21,857	21,857	0	21,857	0
Natural Resources Officer	Commodities	5,000	5,000	0	5,000	0
Total-Natural Resources Officer		**91,795**	**91,795**	**0**	**92,028**	**233**
Total-Aquatics Program		**315,583**	**315,583**	**0**	**315,583**	**0**
Total Leisure Services Program		**157,804**	**157,804**	**0**	**157,804**	**0**
TOTAL - LEISURE SERVICES		**2,462,223**	**2,462,223**	**0**	**2,465,948**	**3,725**
Library Administration	Wages	960,655	960,655	0	960,655	0
Library Administration	Benefits	336,855	336,855	0	340,101	3,246
Library Administration	Services	106,009	106,009	0	106,009	0
Library Administration	Capital Outlay	34,940	34,940	0	34,940	0
Library Administration	Commodities	93,610	93,610	0	93,610	0
TOTAL - LIBRARY ADMINISTRATION		**1,532,069**	**1,532,069**	**0**	**1,535,315**	**3,246**
TOTAL - OTHER EXPENDITURES		**882,000**	**882,000**	**0**	**882,000**	**0**
Contr. To Outside Agencies		182,050	91,550	-90,500	91,550	0
Contr. To Human Svc Agencies		0	90,500	90,500	90,500	0
TOTAL - CONTRIBUTIONS TO HSOA		**182,050**	**182,050**	**0**	**182,050**	**0**
TOTAL - CAPITAL OUTLAY		**1,983,300**	**1,983,300**	**0**	**1,983,300**	**0**
TOTAL - GENERAL FUND		**34,086,712**	**33,948,636**	**-138,076**	**34,023,636**	**75,000**

Organization Chart



Changes Made to the Budget Document, Since Being Released

Since the FY2025-2026 Operating Budget was Adopted and the budget document was published, the following changes have been enacted:

1. The inclusion of the Town Council Adopted Operating Budget - Approved Budget Amendments, update made on 7/15/2025.

2. The inclusion of the Changes Made to the Budget Document Since Being Released, update made on 7/15/2025.

3. Updated the Table of Contents to reflect the above changes and add in hyperlinks, where available, update made on 7/15/2025.

Town Council Members & Department Directors

TOWN COUNCIL MEMBERS & DEPARTMENT DIRECTORS

Provided below is a list of the Town Council members, and the Town's department directors and division heads, current through June 2025.

South Kingstown Town Council

Town Council President	Rory H. McEntee
Town Council Vice President	Michael K. Marran
Council Member	Patricia A. Alley
Council Member	Deborah D. Bergner
Council Member	Jay G. Wegimont

Municipal Department Directors and Division Heads

Town Manager	James Manni
Deputy Town Manager/DOAS	Luke Murray
Personnel Administrator	Aime Campbell
Town Clerk	Nichole Romane
Finance Director	Brian Silvia
Tax Collector	Christina Oliva
Information Technology Director	Lori Ann Fox
Town Assessor	Wendy Duarte
Director of Planning	James Rabbitt
Building Official	James Gorman
Director of Facilities	Mark Russo
Chief of Police	Matthew Moynihan
Animal Control Officer	Tara Sekator
Harbormaster/Natural Resource Officer	Michael Stach
Fire Alarm Superintendent	Lance Whaley
Chief of Emergency Medical Services	Craig Stanley
Director of Public Services	Richard Bourbonnais
Town Engineer/ Deputy Dir. of Public Services	Mark Conboy
Highway Superintendent	Scott Brown
Director of Leisure Services	Theresa L. Murphy
Recreation Superintendent	Lenka Capek
Parks Superintendent/ Deputy Dir. Leisure Services	Rex Eberly
Library Director	Laurel Clark
Senior Services Director	Susan DiMasi
Water Supterintendent	Brett Whaley
Wastewater Superintendent	Kathy Perez
Town Solicitor	Michael A. Ursillo

Budget Process

Budgetary Process Overview

The budget process for the Town of South Kingstown begins in October of each year preceding the beginning of the fiscal year (July 1). This process is a time for priority setting: define and prioritize needs, evaluate alternatives, and then budget appropriately to meet those needs. Budget discussions with the Town manager and Department Directors set the tone for implementation. During development of the FY 2025-2026 budget, the Department Directors were asked to submit a budget request that will maintain necessary and/or current programming and attempt to level fund where appropriate the operating portion of their current year's operating budget. Any requests for new staffing or any major expenditures were required to be submitted in advance to the Town manager for review and approval before incorporation into the budget document.

The policies that govern the Town's budget process are derived from *Article IV, Chapter 4220* (https://library.municode.com/ri/south_kingstown/codes/code_of_ordinances?nodeId=PTITHCH_ARTIVADDEPR_4220BUPR_S4221PRBU) *Budget Procedures* of the Town Charter, as amended through November 2006. The following provides an overview of the Town's budget process and oversight.

Budget Formulation

The annual budget and capital improvement plan development process begins in the fall when each department, including the School Department, is required to evaluate their six-year capital needs and submit a request to the Town manager . The budget calendar is the first step in the development process. The calendar establishes the timelines for the budget formulation process, including dates for submission of focus area initiatives, departmental expenditure requests and revenue estimate submissions, budget work sessions, and public hearings that will lead to final adoption of the budget.

The Town manager completes an in-depth review of all requests, and a six-year Capital Improvement Program (CIP) is prepared and presented to the Town Council by the Town manager no later than December 1st each year. The Town Council holds a public hearing on the CIP, and after which will adopt the plan with or without amendment, on or before the first day in February. The first year of the CIP, referred to as the Pay-As-You-Go element, is the Capital Budget and is incorporated into the operating budget.

In accordance with RIGL §16-2-21 (http://webserver.rilin.state.ri.us/Statutes/TITLE16/16-2/16-2-21.htm), the Town Council and School Committee are required to hold a joint, pre-budget public hearing for the purpose of discussing and soliciting comments from residents relating to the general goals and objectives of the budget for the ensuing fiscal year, to be scheduled between December 1st and January 15th each year. In accordance with the Town Charter, the School Committee is required to submit their budget on or before February 14th, and the Town manager must then present to the Town Council a proposed annual budget and budget message on or before March 1st of each year, to include the operations of all municipal departments and the school department.

On or before March 22nd of each year, the Town Council reviews the Town manager 's proposed budget in public work sessions, and then shall adopt a preliminary budget, with or without revisions. The Town Council can either increase or decrease the total amount of the School Committee's Recommended Budget,

but at no time has line-item authority over specific items within the School Committee's Budget. Two public hearings are required to be conducted on the preliminary budget prior to April 18th. Final action on the budget by the Town Council shall occur on or before May 1st of each year, upon which time the Town Council considers any petitions received and gives final approval to the final budget by a majority vote of all members of the Council. Amendments after budget adoption may may only be done in accordance with Article IV, Section 4223 (https://library.municode.com/ri/south_kingstown/codes/code_of_ordinances?nodeId=PTITHCH_ARTIVADDEPR_4220BUPR_S4223AMAFAD).

Every general fund appropriation, except an appropriation for capital project expenditure, lapses at the close of the fiscal year to the extent that it has not been expended or encumbered. An appropriation for capital project expenditure continues in force until expended, revised, or repealed. The purpose of any such appropriation is reviewed if three years pass without any disbursement from or encumbrance of the appropriation.

Balanced Budget Requirement

For any fund, the total of proposed expenditures shall not exceed the total of estimated revenue plus carried forward fund balance. The same requirement applies to the budget adopted by the Town Council.

Budgetary Control

The Town maintains extensive budgetary controls. Costs of operations for all departments, offices, and agencies established under the Town Charter are appropriated through the annual Budget Procedures Ordinance, which is legally enforced at the departmental level. Continuously throughout the year, revenues and expenditures are monitored to enable the Town to measure actual income and expenses against those projected in the budget. The appropriated budget is prepared by fund, function, and department. The Town's department heads have authority to make transfer of appropriations within their specified department. However, based on *Section 6-1 Financial Management and Procedures* (https://library.municode.com/ri/south_kingstown/codes/code_of_ordinances?nodeId=PTIIICOOR_CH6FI_ARTIINGE_S6-1FIMAPR) of the Town Code, the Town Council may transfer part or all of any unencumbered balances from one major program function to other major program functions. The Town manager may transfer part or all of any unencumbered balances among departments within a major program function and shall report such transfer to the Town Council in writing in a timely manner. Major program functions include: Town general administration, public safety program, public works program, human services programs, recreation department, library services, insurances/fund contingency/employment benefit programs, capital improvement program, debt service programs, and the School Unrestricted Fund (formerly the transfer to school).

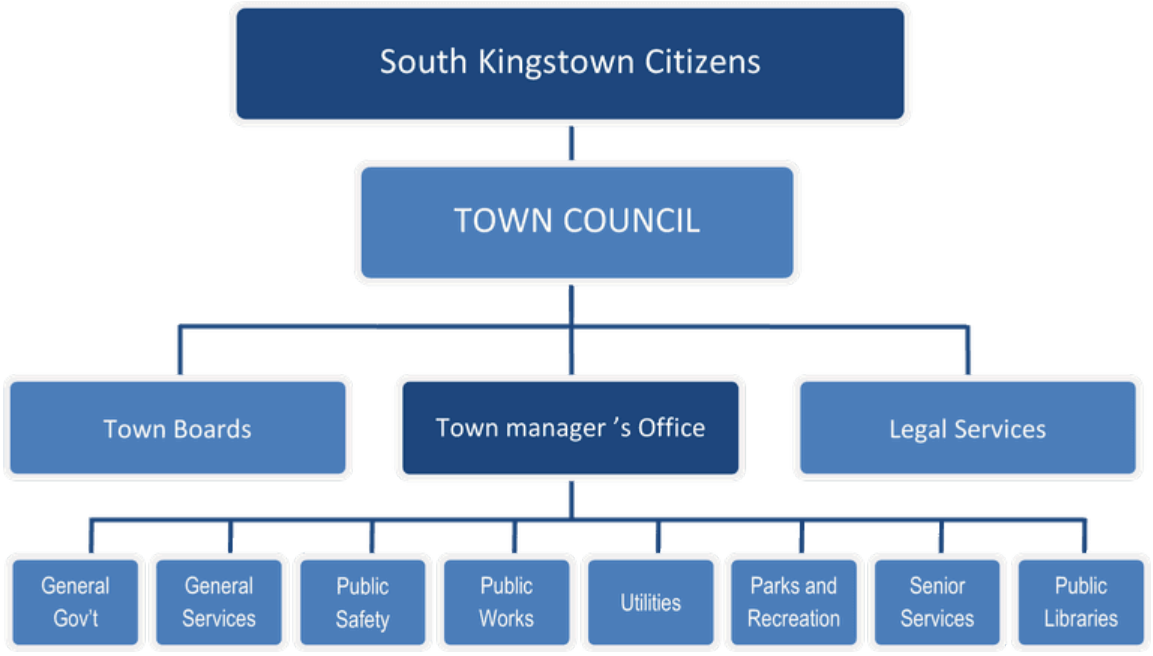
The Town maintains an encumbrance accounting system as another method of maintaining budgetary control. All purchases, except certain services as outlined in the Town's Purchasing Manual, require a purchase requisition and a purchase order wherever possible. Whenever any contemplated purchase or contract for goods or services is for the sum of less than $2,500, the department head may order the item as needed in accordance with the approved accounting system. Purchases or contract for goods and services costing greater than $2,500 up to $10,000 (inclusive) for construction projects and up to $5,000 (inclusive) for all other purchases, require the department head to solicit at least three written quotes for the item(s) to be purchased. The Town manager shall publish a notice inviting formal competitive bids for expenditures over $10,000 for construction projects and over $5,000 for all other purchases. The legal level of budgetary control (i.e. the level at which expenditures may not legally exceed appropriations) is the fund level and therefore, the Town Council is the governing body through which these transfers can be approved.

Per RIGL § 45-12-22.1 – § 45-12-22.7 (http://webserver.rilin.state.ri.us/Statutes/TITLE45/45-12/INDEX.htm), the Finance Director submits monthly reports to the Town manager on the status of the governmental funds, including the School Department and debt service funds. Quarterly reports are submitted to the State Office of Municipal Affairs certifying the status of the municipal budget. The Chief Financial Officer at the School Department also certifies the status of the school district's budget and assists in the preparation of the monthly and quarterly reports. A corrective action plan is required within 30 days after completion of the quarterly status reports if a year-end deficit is being reported.

Government Structure

Town Council/Town Manager Form of Government

The Town of South Kingstown operates under a Home Rule Charter adopted in 1968 providing for a Council/manager form of government, with a five-member Town Council headed by a Council President. All legislative powers of the Town are vested in the Town Council by the Town Charter. Members of the Town Council are elected at large for a term of two years. The Charter grants to the Town Council all powers to enact, amend, or repeal ordinances relating to the Town's property, affairs, and government including the power to create offices, departments, or agencies of the Town, preserving the public peace, health, and safety, establishing personnel policies, authorizing the issuance of bonds, and providing for an annual audit of the Town's accounts. The Town manager is appointed by a majority vote of the Town Council for an indefinite term solely on the basis of executive and administrative qualifications. The Town manager is the chief administrative officer as well as the chief executive officer of the Town. The Charter grants to the Town manager the authority to appoint or remove all employees of the Town, to prepare and submit to the Town Council the annual budget and annual report of the Town, to recommend to the Town Council pay schedules for Town employees, and to recommend to the Town Council the adoption of such measures as the Town manager may deem necessary for the health, safety, and/or welfare of the Town.



Town of South Kingstown 2025-2026 Budget Calendar

MARCH - 2025	
Saturday, 1st	Town Manager submits proposed FY2025-26 Operating Budget to Town Council
Monday, 3rd	Work session #1 with Town Manager and department heads
Tuesday, 4th	Work session #2 with Town Manager and department heads
Wednesday, 12th	Work session #3 with the School Department
Monday, 17th	Town Council Adoption of the Preliminary Budget (deadline 3/22/2025)
APRIL - 2025	
Tuesday, 15th	Public Hearing #1 on the FY2025-26 Municipal & School Department Operating Budgets
Thursday, 17th	Public Hearing #2 on the FY2025-26 Municipal & School Department Operating Budgets
Monday, 21st	4:00PM deadline to submit petitions for revisions to the Preliminary Budget (25 signatures required)
Monday, 28th	Consideration of Petitions and Adoption of the Final Operating Budgets (during regular session)
MAY - 2025	
Monday, 12th	4:00PM deadline for submissions of the Final Petitions for Referendum (200 signatures required)
Thursday, 16th	Deadline for petition signatures to be verified by the Board of Canvassers (Sec. 4222E)
JUNE - 2025	
Tuesday, 10th	Possible Budget Referendum on Tuesday following the 1st Saturday in June (Sec. 4222F)
Friday, 13th	Town Assessor sets the tax rate for the FY2025-26 Operating Budget

Budgetary Control

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The Town of South Kingstown, at a Glance

Nestled along the Southern Rhode Island coastline one can find the Town of South Kingstown, Rhode Island. Established in 1658 and incorporated as a Town in 1723, this suburban community is located about 30 miles south of Providence, the State's capital city. Throughout the Town's total area of 62.3 square miles, a bounty of natural resources can be found in farms and woodlands, freshwater wetlands and ponds, salt ponds and marshes, ocean beaches, and other waterfront areas. These abundant natural resources are further augmented by rivers connecting upland resource areas with the tidal estuaries, freshwater marshes and open water in a series of ponds, including Worden's Pond - the largest natural freshwater pond in the State. In addition to benefiting residents and attracting tourists, the varied landscape provides critical habitat to more threatened and endangered species than any other Rhode Island community. The Chipuxet River Aquifer, a sole source aquifer, provides high quality groundwater to the four public water suppliers in Town and provides the source for many of the private residential, agricultural, commercial, and industrial wells in Town.

Residents and visitors have been coming to South Kingstown for generations to enjoy the unspoiled beauty of the shoreline, the quiet tranquility of rural farmlands, and the quaint charm of the historic villages. Tourism continues to be an important staple of the local and regional economy in Washington County, known affectionately as South County. All are welcome to take advantage of the Town's many natural and cultural attractions: salt water beaches on Block Island Sound, salt ponds, seasonal rental communities, abundant Town and State parks and open space areas, historic resources, as well as varied shopping and dining opportunities. It is no surprise that South Kingstown has grown at a faster pace than all other Rhode Island communities over the last twenty years - a fact that underscores the desirability of the community as a vibrant place to live and work.

South Kingstown contains a number of distinct historic villages and places, including the villages of Wakefield and Peace Dale in the central portion of the community. Mills and other prominent buildings constructed of granite, historic homes, stone walls, and Native American place names help to define the heritage and cultural context of the Town. In addition, agricultural and aquacultural activities also define an important component of South Kingstown's cultural landscape. South Kingstown's natural and cultural resources provide the framework for the high quality of life today in the community. Scenic forests, rural farmlands, historic villages, and unique summer communities complete a picture, weaving upland and wetland resources together. The protection of the Town's critical natural resources has been a long-term, continuing priority in the community, resulting in the preservation of 11,950 acres (32.86%) of the land area in the community as of July 2022.

Protected Open Space	**July-14**	**July-15**	**July-16**	**July-17**	**July-18**	**July-19**	**July-20**	**July-21**	**July-22**	**July-23**	**July-24**
Agricultural Land Preservation Comm	956.4	956.4	956.4	956.4	956.4	956.4	956.4	956.4	956.9	956.9	967.0
Audobon Society of R.I.	659.1	659.1	659.1	659.1	659.1	659.1	730.7	730.7	730.7	730.7	731.2
Cluster / Private	1,193.3	1,201.8	1,183.3	1,202.4	1,183.8	1,183.8	1,202.4	1,224.0	1,188.1	1,188.1	1,224.1
US Fish and Wildlife Service	799.2	799.2	799.2	799.2	799.2	799.2	799.2	799.2	799.2	799.2	808.0
Girl Scouts of Rhode Island	186.4	186.4	186.4	186.4	186.4	186.4	186.4	186.4	186.4	186.4	186.4
Narrow River Land Trust	107.9	107.9	107.9	107.9	107.9	107.9	107.9	107.9	107.9	107.9	107.9
South Kingstown Land Trust	2,312.1	2,327.3	2,396.9	2,453.3	2,493.8	2,572.0	2,572.0	2,572.0	2,699.5	2,703.6	2,704.4
State of Rhode Island	3,652.4	3,655.2	3,655.2	3,655.2	3,655.2	3,655.2	3,655.2	3,683.7	3,683.7	3,683.7	3,688.4
The Nature Conservancy	587.0	587.0	593.1	593.1	593.1	593.1	593.1	593.1	593.1	593.1	593.1
Town of South Kingstown	992.9	992.9	992.9	999.2	1,005.0	1,005.0	1,005.0	1,005.0	1,005.0	1,005.0	1,008.7
Total Acres	**11,446.7**	**11,473.3**	**11,530.4**	**11,612.2**	**11,639.9**	**11,718.1**	**11,808.3**	**11,858.4**	**11,950.5**	**11,954.5**	**12,019.2**
% of Land Area of Town	**31.50%**	**31.50%**	**31.70%**	**31.90%**	**32.00%**	**32.20%**	**32.47%**	**32.61%**	**32.86%**	**32.87%**	**33.05%**

Cultural legacies in South Kingstown include the long heritage of the Narragansett Indian Tribe and other local Native American tribes in the larger region, the historic settlement patterns of the early colonists, and later those of industrialization. The area was home to early peoples as long as 5,000 years ago when the glaciers first receded, and generations lived vibrantly and fished, farmed, and hunted, in the fertile local fields, forests, wetlands, and fresh and salt water ponds. The settlement patterns of the colonists significantly changed the landscape of the region, in both cultural and economic development throughout New England. Like many New England communities, South Kingstown's early economic heritage is rooted in agriculture. Initially the dominant economic activity, farmsteads are still visible across the landscape of Town. Reliance on labor provided by enslaved Africans and indigenous people was common among both

larger and smaller farmsteads prior to the 1800's, known then as plantations. Farming gave way to industrialization and manufacturing during the nineteenth century. Grist mills and saw mills transformed villages such as Wakefield, Peace Dale, and Rocky Brook into thriving communities. Later in the 1800's, textile mills and fulling mills were also established. Following this, while the ocean was always a valuable resource by those who lived in the region, the role of the shore gained prominence for recreation purposes in the late 19th and early 20th centuries as it developed to serve a growing influx of summer visitors and residents. The Town became the home of a new railroad station at West Kingston in 1875 and a new State college in 1888, now the University of Rhode Island, two economic components still of notable impact to the community and region.

The area was settled by early colonists around the time of the Pettaquamscutt Purchase (1658), and was first incorporated as part of the Town of Kings Towne in 1674 along with what is current day North Kingstown, South Kingstown, Exeter, and Narragansett. The Town of South Kingstown was established in 1723 when the Town of Kings Towne was divided into two parts, North and South. At the time, South Kingstown included area that later became the Town of Narragansett. Narragansett was founded in 1882 when it separated from South Kingstown. The village of Kingston served as one of the original five Rhode Island state capitols, sharing a rotation with Newport, Providence, East Greenwich, and Bristol. Constructed in 1776 with lumber from local trees, the present day Kingston Free Library was originally built as a county court house, Court House Little Rest. The RI General Assembly met in this court from 1776 through 1791. The Kingston Free Library and Reading Room was established in 1824. Town business was also conducted there through 1877, when the Town moved municipal operations to the current Town Hall at 180 High Street in Wakefield.

The area has a strong history of entrepreneurs, and the Town is home to a host of small businesses, which further help to strengthen the local community identity, vibrancy, and economy. The community is fortunate to also have two strong larger local employers, the University of Rhode Island and South County Hospital. The University of Rhode Island is located in the historic village of Kingston. Originally chartered as the State's agricultural school in 1888, it became Rhode Island College of Agriculture and Mechanical Arts in 1892, Rhode Island State College in 1909, and then a university in 1951. URI enrollment for the 2022-2023 academic year stands at 17,511 students, (comprised of 14,744 degree-seeking undergraduates and 2,767 graduate students). URI is one of the largest employers in the State of Rhode Island, with a combined faculty and staff of 2,633. South County Hospital, an independent, non-profit hospital located in the village of Wakefield, currently has 1,542 employees. First established in 1919 as a cottage hospital in the Watson House on Kenyon Avenue in the village of Wakefield, it was not long before the need for services increased and the cottage hospital was replaced in 1925 with a new facility on six acres of land donated by the Town of South Kingstown. In the years since, the hospital has seen many expansions, including the State's first hospital helipad in 1973.

South Kingstown is a community where residents take great pride in preserving and enhancing the quality of life residents enjoy. As can be readily imagined, this effort requires enthusiastic and active participation by members of the community, elected and appointed officials, and our dedicated municipal staff in order to address the issues of the day and plan for the future. The Town strives to provide exemplary services and facilities to its residents, businesses, and visitors, while maintaining prudent and efficient fiscal practices. South Kingstown is fortunate to have a strong volunteer spirit among our community members, whose creativity, talents, and energy contribute immensely to a vital, active, and healthy community. The vibrant quality of life in South Kingstown is rooted firmly in its natural and cultural heritage, and carried forth by the residents, elected officials, staff and administration in a manner that is respectful of the past, cognizant of the present, and anticipatory of the community's needs in the future.

Additional resources on local history are available on the Library's website www.skpl.org/751/Local-History (http://www.skpl.org/751/Local-History) and the Southern Rhode Island Chamber of Commerce website www.srichamber.com/history.html (https://www.housingworksri.org/Portals/0/HWRI_HFB22%20(1).pdf).

A statistical profile of the Town is provided within the Budget Document to show local population, housing, and economic trends and conditions that influence the demand for public services and facilities and the ability of the Town to support needed services.

Geography

Description	Square Miles	Acres
Land & Water	62.9	40,250.7
Land Only	56.8	36,369.7

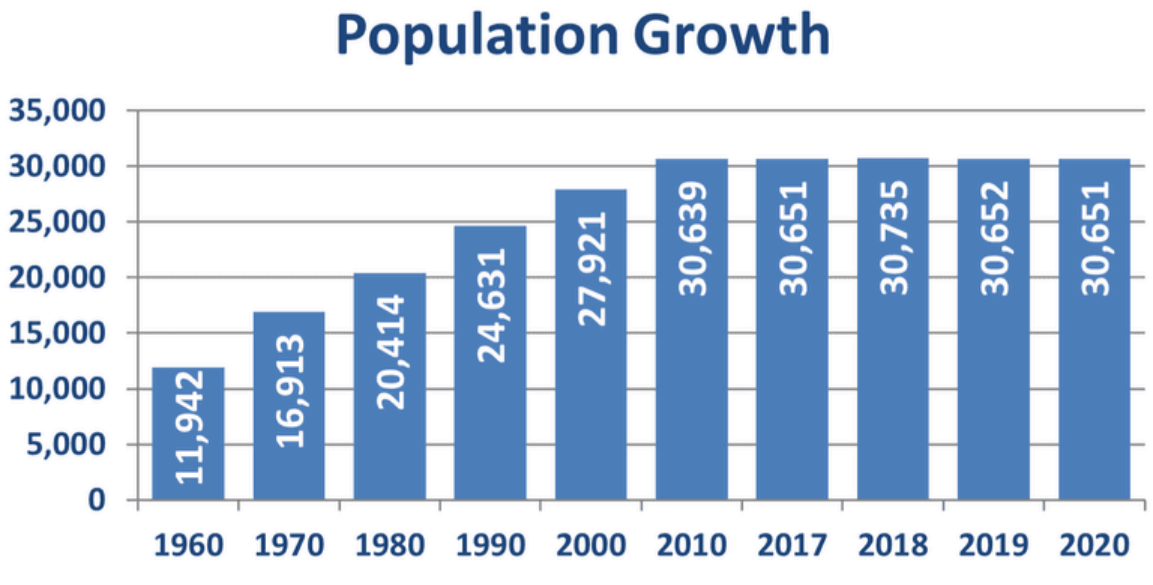
The Town of South Kingstown owns 124 parcels of land (not including tax sale properties), consisting of properties that host town facilities, rights of way, schools, pump stations, easements, parks, fields, and designated open space. These properties total 1,347.3 acres, approximately 3.9% of the total acreage in town (exclusive of town roads). Approximately one-third of town owned property is comprised of outdoor parkland and playfields. Additionally, the Town owns approximately 150 miles of roads for which it is responsible to provide capital improvements, storm water management, and routine maintenance including snow plowing.

Population

The US Census Bureau's American Community Survey data indicate the 2020 population of South Kingstown was 30,651, as compared to the Town's population of 30,226 in 2010. This ACS's forecasted 1.4% increase in population (equivalent to 426 people) over a nine-year period suggests a stable population; however, particular focus on the redistribution of community age groupings is of notable importance as it indicates a continued and significant loss of children under the age of 14 and a significant increase in the number of residents over age sixty. This shift in the demographic is consistent with what has been recorded in the last several years.

U.S. Census 2020 American Community Survey

Population	2000	Percent	2010	Percent	2020	Percent	9-Year Change	Percent Change
Under age 5	1,473	5.3%	1,201	4.0%	953	3.1%	(248)	-20.6%
Ages 5 - 14	3,714	13.3%	3,479	11.5%	2,791	9.1%	(688)	-19.8%
Ages 15 - 19	4,117	14.7%	4,597	15.2%	5,517	18.0%	920	20.0%
Ages 20 - 34	5,112	18.3%	5,023	16.6%	5,112	16.7%	89	1.8%
Ages 35 - 44	4,203	15.1%	3,453	11.4%	2,668	8.7%	(785)	-22.7%
Ages 45 - 59	5,167	18.5%	6,696	22.2%	5,183	16.9%	(1,513)	-22.6%
Ages 60 Plus	4,135	14.8%	5,777	19.1%	8,427	27.5%	2,650	45.9%
Total All Ages	**27,921**	**100.0%**	**30,226**	**100.0%**	**30,651**	**100.0%**	**425**	**1.4%**



Population Overview

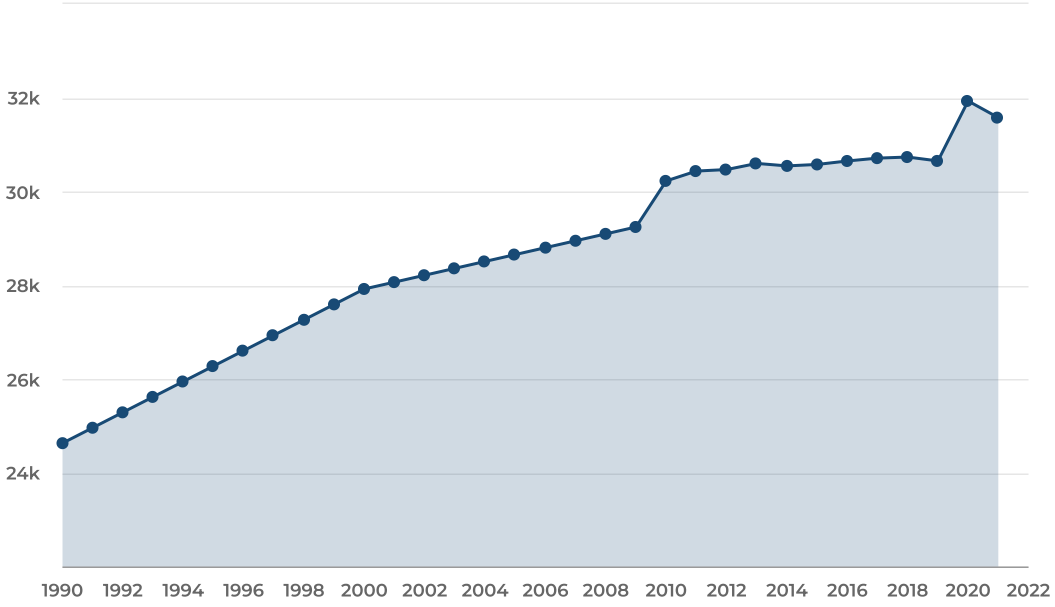
TOTAL POPULATION

31,576

▼ 1.1%
vs. 2020

GROWTH RANK

35 out of **39**
Municipalities in Rhode Island



** Data Source: U.S. Census Bureau American Community Survey 5-year Data and the 2020, 2010, 2000, and 1990 Decennial Censuses*

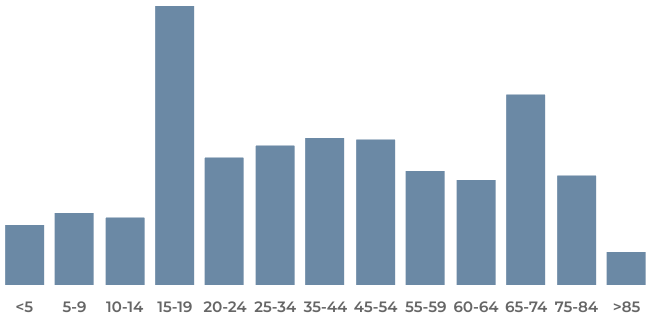
DAYTIME POPULATION

34,975

Daytime population represents the effect of persons coming into or leaving a community for work, entertainment, shopping, etc. during the typical workday. An increased daytime population puts greater demand on host community services which directly impacts operational costs.

** Data Source: American Community Survey 5-year estimates*

POPULATION BY AGE GROUP



Aging affects the needs and lifestyle choices of residents. Municipalities must adjust and plan services accordingly.

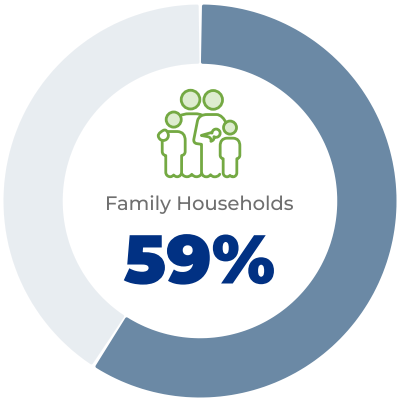
** Data Source: American Community Survey 5-year estimates*

Household Analysis

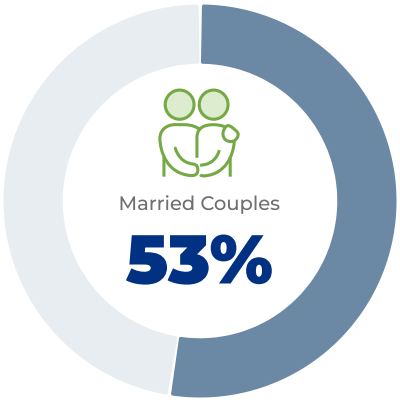
TOTAL HOUSEHOLDS

10,790

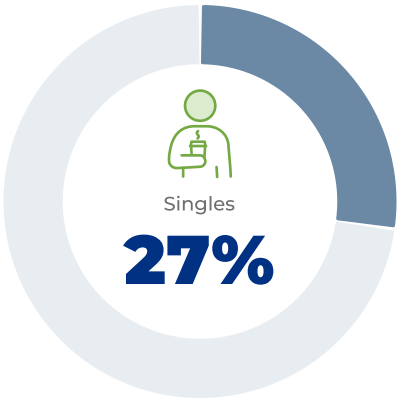
It is important to consider the dynamics of household types to plan for and provide services effectively. Household type also has a general correlation to income levels which affect the tax base.



▲ 33%
higher than state average



▲ 18%
higher than state average



▼ 12%
lower than state average

▼ 22%
lower than state average

** Data Source: American Community Survey 5-year estimates*

Economic Analysis

Household income is a key data point in evaluating a community's wealth and spending power. Pay levels and earnings typically vary by geographic regions and should be looked at in context of the overall cost of living.

HOUSEHOLD INCOME

Above $200,000

13%

▲ 41%
higher than state average

Median Income

$102,242

▲ 37%
higher than state average

Below $25,000

11%

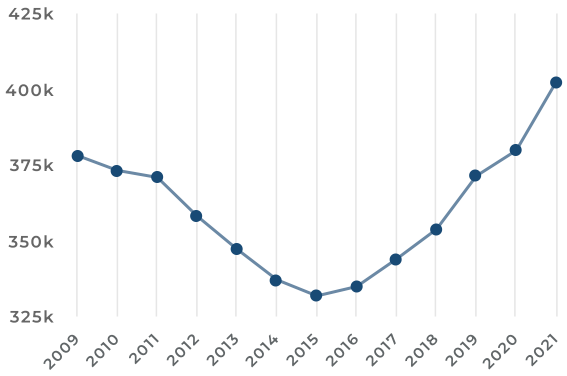
▼ 35%
lower than state average

** Data Source: American Community Survey 5-year estimates*

Housing Overview

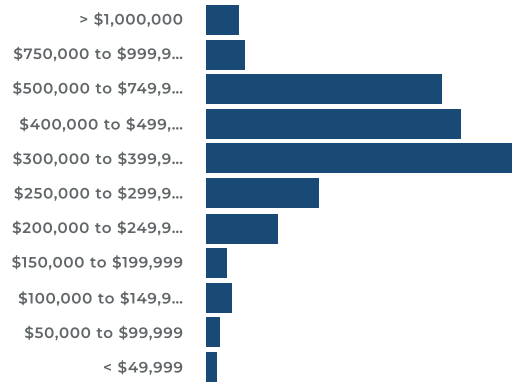
2021 MEDIAN HOME VALUE

$402,400



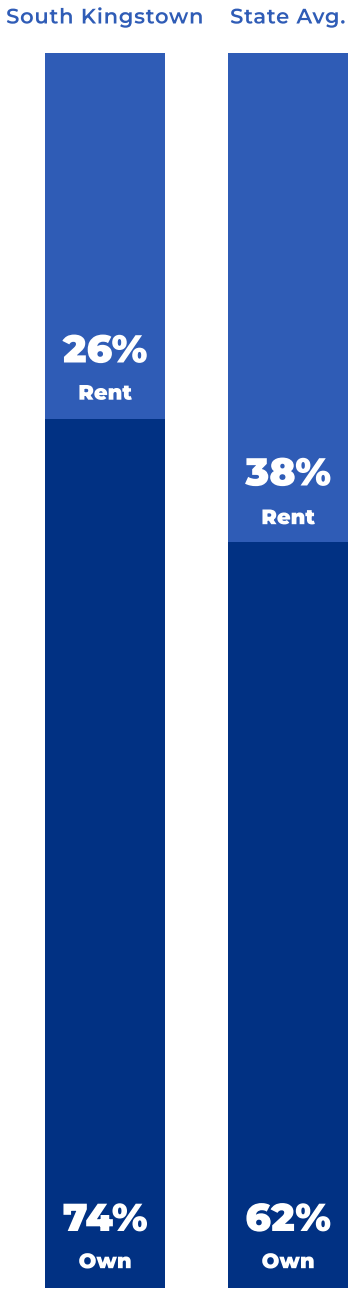
** Data Source: 2021 US Census Bureau (http://www.census.gov/data/developers/data-sets.html), American Community Survey. Home value data includes all types of owner-occupied housing.*

HOME VALUE DISTRIBUTION



** Data Source: 2021 US Census Bureau (http://www.census.gov/data/developers/data-sets.html), American Community Survey. Home value data includes all types of owner-occupied housing.*

HOME OWNERS VS RENTERS



** Data Source: 2021 US Census Bureau (http://www.census.gov/data/developers/data-sets.html), American Community Survey. Home value data includes all types of owner-occupied housing.*

Town Council Goals & Objectives

Town Council Mission Statement

The purpose of local government is to help create and maintain the conditions that make it possible for people to pursue their own interests and happiness while respecting the rights of others to do the same. Accordingly, the programs and operations of the government of the Town of South Kingstown are designed to promote equal justice, security, and the wellbeing of all town residents. The Town Council's mission is to monitor the needs of the community and adjust local policies and practices when necessary to preserve peace and prosperity. The Town Council strives to provide high-quality municipal services while maintaining affordable fees and taxes.

Town Council Goals & Objectives

The Town Council's Goals and Objectives, were most recently adopted March 22, 2021. An election was held in November 2022 and two new members were elected to the Town Council. The Council has yet to adopt new goals for the current year and beyond so the goals in this document are consistent with those previously adopted. It is noted that many of the objectives listed have dates that have already passed. Many of the specific objectives were hampered by the onset of the global COVID-19 pandemic and remain incomplete. However, departments have continued to utilize these goals and objectives as a guide when developing their annual list of current and future priorities.
The Town Council's Goals and Objectives are organized and detailed within fourteen priority areas as identified in the table below. These fourteen priority areas are referenced within this budget using the following acronyms:

Town Council Goals & Objectives Main Topics	Acronym
Taxes, Budget, and Fiscal Management	TBF
Education and Training	ET
Facilities and Infrastructure	FI
Land Use	LU
Housing	H
Sustainability and Natural Resources	SNR
Cultural Priorities	CP
Economic Structure	ES
Transportation and Traffic Safety	TTS
Supporting Vulnerable and Underserved Residents	VUR
University of Rhode Island	URI
South County Hospital	SCH
Policing and Public Safety	PPS
Civic Engagement and Public Participation	CEPP

I. Taxes, Budget, and Fiscal Management

Goals

- Town fees and taxes should be affordable for all residents. The Town's fee and tax structures should consider each resident's ability to pay and should be designed to ensure equitable access to all town services and resources; no resident should be denied access to town services or public resources.
- In order to maintain the quality of public services, property tax increases should reflect inflationary influences and should address needs as identified by the Town Council.
- Public participation and the assessment of the public needs and interest should inform the Town's budget at every phase of the process, from development to execution.

Objectives

- Public participation and the assessment of the public needs and interests will inform the Town's budget at every phase of the process, from development to execution.
- The Recreation Department will an develop updated registration fee structure for all youth programs based on household income to better serve all families in our community.

II. Education and Training

Goals

- All SK Schools should be rated as 5-Star Schools.
- Zero Gap: there should be no statistical distinction subgroup members and the general student population. Those with special needs should get the services they require.
- The District should exceed state and federal special education mandates.
- SK School should be truly equitable: So, for example, suspension practices should be nondiscriminatory, and school officials should pay attention to high-risk students.
- Bottom-up, student-centered, programming: Every student is different and the district's approach to teaching must start from a recognition of individual needs.
- Faculty- and staff-to-student ratios should be appropriate to ensure high-quality education services at a sustainable cost. While every community is different, decisions about South Kingstown's ratios should be informed by comparisons to other similar communities.
- The school district and other municipal programs (the Guild, the Senior Center, and the Recreation Department) should provide residents with relevant and engaging opportunities for learning appropriate for residents of all ages.
- To ensure competent and innovative municipal services, town employees should be provided with routine and meaningful opportunities for job-related training and professional development.

Objectives

- By January 1, 2022, the Town will institute an Individual Development Plan for every full-time municipal employee.
- By August 1, 2022, the Town Manager will publish a town wide policy on conference participation that encourages employee to attend conferences only when they are presenting or when a specific train that meets their IDP will be provided.
- In its collective bargaining agreements, the Town will establish the procedures for temporary job swaps or rotations to promote cross-training of employees, which will increase the acquisition of skills and increase job mobility.
- By January 2022, Parks and Recreation Department employees will participate in a minimum of two professional or safety related courses or training options to expand professional skills for ensuring and/or improving job performance.
- The library will conduct a minimum 12 informational, cultural or educational programs per year.
- The library will offer at least 5 yearly educational opportunities to library staff related to library services.

III. Facilities and Infrastructure

Goals

- The Town government will provide uninterrupted essential municipal services, including:
  - elementary and secondary public education,
  - police, fire and emergency medical services,
  - road, bridge, harbor and waterway safety enforcement,
  - water, refuse, recycling and wastewater management,
- The Town government will provide uninterrupted beneficial public access to municipal facilities, including:
  - school buildings,
  - libraries,
  - public parks, beaches, walking trails and playing fields,
  - indoor recreational facilities (Neighborhood Guild and Recreation Center) and
  - civic spaces (Senior Center, Public Safety Complex, Town Hall).
- The Town government will ensure the serviceable condition of critical infrastructure, including:
  - public roads, bridges, piers, docks and boat launches,
  - water, wastewater and solid waste/recycling facilities,
  - police, fire, emergency medical and public works buildings,
  - public communication towers and equipment.

Objectives

- Complete construction of the Phase 2 Matunuck Beach Road sheet pile wall protection system from its current terminus, westerly toward the Matunuck Trailer Park property in order to further protect infrastructure from ongoing coastal erosion.
- Determine the future need and feasibility of extending this protective system easterly along Matunuck Beach Road toward Matunuck Point.
- Continue working with all stakeholders including local businesses regarding the Mary Carpenter 'relic wall' construction efforts.
- Planned infrastructure improvements to the Neighborhood Guild will begin by March 2022.
- Marina Park Ramp reconstruction will be completed by December 31, 2021.

- By June 2022 Recycling receptacles will be expanded to all 17 municipal parks.
- In 2022 a comprehensive master plan for Old Mountain Field will be completed; it will include a tree management and replacement plan.
- Development of a new trail network at the Noyes Farm property will begin in Spring 2022.
- The Town Beach pavilion and gate entrance will be equipped with internet access for scanning of parking passes and credit card payment capability in 2022; for customer convenience and overall efficiency in revenue management.
- Saugatucket Park Improvements including replacement of walking path, sport court and fencing, will be completed by August 2022.
- Complete implementation of the Fire Alarm Radio Box conversion project, and coordinate with local business owners regarding the transition to the new platform; decommission old copper wire system. Full conversion to be completed over the next five years.
- On or before January 1, 2022, the Town Facilities Division will prepare a Town-wide facilities condition report documenting the current deficiencies in Town-owned buildings.
- On or before September 1, 2021, the Town Engineer will present a preliminary town-wide report on the condition and performance of Town roads, including an assessment of bicycle and pedestrian safety concerns.
- By May 2021 the library will provide socially distance outdoor programming.
- By July 2021 the library will resume normal hours of operation at all three locations.

IV. Land Use

Goals

- The people of South Kingstown recognize that the Town is one of the few places along the New England shoreline that has been able to maintain a rural, small-town, character; the Town's abundant open spaces, uncluttered beachfront, and well-preserved villages are valued resources, not only for local residents, but for all Rhode Islanders and visitors from through the Northeastern United States. The Town is committed to a pattern of careful, measured and purposeful land-use development that preserves the cherished qualities of the community, acknowledges the Town's historic villages, promotes environmental stewardship, preserves open space and agricultural land, sustains a vibrant tourism sector and enhances the wellbeing of our residents and visitors.
- The Town will continue to be home to working farms and appropriately scaled aquaculture facilities.
- Each village will have plentiful public open spaces available to all town residents.
- Public points of access to the coast and recreational waterways for a wide variety of activities will be abundant.

Objectives

- The Comprehensive Community Plan will be presented to the Town Council for its review on or before March 1, 2021.
- The Route 1 Scenic Roadway Committee will develop and recommend to the Town Council a Stewardship Plan for the Route 1 corridor in South Kingstown.
- The Planning Board will make recommendations to the Town Council relative to reevaluating the zoning in the Route 108 Special Management District and along Old Tower Hill Road to include a mixed use model at village scale supported by green infrastructure.
- In 2021 the municipal inventory of Public shoreline Access points will be inspected, assessed, and recommendations for improvements issued; and to be incorporated as reference appendix in the updated Harbor Management Plan.
- By March 2023, a community-wide survey will be undertaken, seeking input for future development/redevelopment of park and recreation programs and facilities to meet the current and future recreational needs of the community.
- Revise the subdivision and land use regulations concerning landscaping requirements to utilize native plants and species to provide shade and tree canopy, avian and pollinator habitats.

V. Housing

Goals

- The Town Council believes that clean, safe and affordable housing is a human right. Responsibility for protection of this right is shared by individuals, the community and municipal, state and federal government agencies. Consistent with its purposeful-growth land use model, South Kingstown will maintain an adequate inventory of low- and moderate-income housing.
- The Town will meet the state statutory requirement for year-round housing stock that will be deed restricted as low- or moderate-income housing. This effort will be made in the context of appropriately scaled density that will be supported by environmentally controlled standards.

- Housing types should be varied, aesthetically pleasing and suitable to the villages and neighborhoods where they are located.

Objectives

- The Planning Department will present a draft "Cottage Zoning" regulation to the Town Council for its review on or before March 8, 2021.
- The Town will update its affordable housing plan.
- The Town Council will meet at least annually with the South Kingstown Public Housing Authority.
- The Town Manager will present a draft tax abatement ordinance to support the development of Accessory Dwelling Units on or before March 22, 2021.
- A comprehensive draft proposal for amendments and changes to the Zoning Ordinance to support the development of affordable and mixed-use housing types at appropriate scale will be presented to the Town on or about August 23, 2021. The proposal will be developed by the Planning Department in collaboration with a consultant, Horsley Witten Group.
- On or before February 1, 2022, the Finance Director will publish a request for qualifications (RFQ) to identify nonprofit organizations capable of developing or rehabbing housing for low- moderate-income households.
- On or before April 15, 2022, an ordinance establishing a "fee in lieu of construction" regulation will be presented to the Town Council to support the recapitalization of the Town Affordable Housing Trust Fund. The Planning Department and the Finance Director will develop the proposal.
- On or before November 15, 2021, the Finance Director and Town Manager will meet with at least two local banks to discuss the possibility of developing a "shared-appreciation" loan program.

VI. Sustainability and Natural Resources

Goals

- The Town of South Kingstown will maintain the density of tree canopy throughout town; when trees must be removed in one place, they will be replaced in another.
- All fresh water bodies in South Kingstown will be clean and safe for swimming.
- All saltwater bodies will be clean and safe for the production of shellfish suitable for human consumption.
- All ground water sources will be clean and free from anthropomorphic contaminants.
- All of the Town's municipal building and transportation energy will come from renewable sources.
- The Town's carbon footprint will be "net zero."

Objectives

- By March 2022 – assess and identify all compromised trees in municipal park settings and develop a prioritized plan for selective pruning, removal and replacement within a two year period.
- By December 2021, 25% of all gas-powered park maintenance handheld equipment will be replaced with rechargeable battery-operated equipment.

VII. Cultural Priorities

Goals

- South Kingstown will continue to be home to thriving communities of performing, visual and musical artists.
- South Kingstown will embrace and celebrate its indigenous people and Native American history and traditions.
- South Kingstown will preserve and celebrate its New England farming, fishing and maritime customs.
- The current inventory of historic structures will be preserved for future generations.
- South Kingstown will embrace and celebrate its diversity and with feel inviting and inclusive to everyone.
- South Kingstown will embrace its "whole history," recognizing all who have lived here, acknowledging the errors of the past.
- The Town will be guided by the principle that we will always honor our past but govern for the living.
- Racism will not be tolerated in South Kingstown.

Objectives

- Each year, on or before May 1, the Town, through the Town Manager, shall invite the Narraganset Tribal Council to attend a joint meeting at a time and place convenient to the Tribal Council.
- In 2022 the Recreation Department will develop a program series focused on South Kingstown's unique history, tapping community members with knowledge and generational connection in South Kingstown, to present and facilitate various sessions.
- The library will support Equity, diversity and inclusion by having at least 1 staff member participate in any EDI opportunities provided by Ocean State Libraries and the Office of Library and Information Services.
- The library will continue to add content to its local history page that represents a true reflection of our past.

- The library will conduct a minimum 12 informational, cultural or educational programs per year.

VIII. Economic Structure

Goals

- South Kingstown's economy will continue to be broad and diversified.
- Our economy will support the development of research-oriented firms associated with the University of Rhode Island.
- South Kingstown will be regarded as a desirable "college community" and will be a place where URI students want to stay after earning their degrees.
- Our economy will support tourism and hospitality.
- Our economy will support a vibrant arts and crafts sector.
- Our economy will support skilled tradespeople and knowledge workers.
- The Town's proximity to Providence will ensure that a significant number of our residents will continue to commute to offices and operations in the Providence area.
- The Town will support working farms and aquaculture.

Objectives

- Child daycare
- Agricultural supply
- Food cooperatives
- Strengthen small-scale retail
- A comprehensive draft proposal for amendments and changes to the Zoning Ordinance to support the development of mixed-use housing and retail at village scale will be presented to the Town on or about August 23, 2021. The proposal will be developed by the Planning Department and the Planning Board in collaboration with a consultant, Horsley Witten Group.
- On or before December 1, 2022 a long term master plan for Saugatucket Park will be established to support Main Street economy by linking attractive green space along the Saugatucket River and outdoor recreational and cultural opportunities, with downtown Wakefield.

IX. Transportation and Traffic Safety

Goals

- Public transit services should be frequent enough and conveniently located so residents and visitors can access essential services, such as grocery stores, pharmacies, medical offices and central business districts.
- All roads in South Kingstown should be free from unsafe conditions, including poor pavement qualities, road design and geometry deficiencies, speeding and travel-mode conflicts to the greatest extent possible and as funding permits.
- All roads should be safe, inviting, and attractive for users of all modes of transportation to the greatest extent possible and as funding permits.
- The URI campus will be the southern hub of the Rhode Island Public Transit Authority network and intraregional bus service will be abundant.

Objectives

- By January 2022 Senior Services will resume Transportation services to residents 60 years or older, to the Senior Center and to local stores, Monday through Friday, throughout the year. A fee of $1 per trip will be charged for locations other than the Center. Inability to pay will not keep anyone from using the transportation program.

X. Supporting Vulnerable and Underserved Residents Special Needs Populations

Goals

- To ensure the effective provision of needed services, the South Kingstown Town government will know the names and address of the Town vulnerable residents and will know what type of assistance each resident needs.
- The Town government will foster familiarity and a sense of belonging by regularly and consistently engaging our most vulnerable residents
- The Town will provide relevant services tailored to the specific needs of our veterans, seniors, children in poverty, and historically-underserved residents.

Objectives

- In March 2020, the Town Council will adjust the elderly tax abatement program by increasing the income eligibility brackets by five percent to begin accounting for inflationary impacts since 2007.

- In March 2021, the Town Council will again adjust the elderly tax abatement program by increasing the income eligibility brackets by another five percent to further account for inflationary impacts since 2007.
- Prior to the tax roll being certified in June of each year, the Tax Assessor will conduct a state-wide survey to determine if South Kingstown's Veterans tax credits meet the State-wide average.
- In FY 2021-2022 Senior Services will identify and assist Veterans in accessing services and benefits through monthly appointments.
- In FY 2021-2022 Senior Services will expand outreach to senior housing, church groups, civic organizations and other groups to help identify residents whose basic needs are unmet.
- By December 2021, the Town will partner with a licensed third party care provider to re-open the Adult Day Services Center in Wakefield and resume this community-based care program for frail elders in the community
- In FY 2021-2022, the Senior Center will provide a minimum of one remote/virtual program offering a month, for homebound seniors or those unable to attend the senior center in person.
- Each month the Police Department Traffic Division will convene and chair a meeting with the Bicycle Pedestrian Advisory Committee to address public safety concerns and discuss ideas to improve road infrastructure.
- The police department will partner with the RI Department of Transportation Highway Safety Office to establish grant funding opportunities that will promote safe roadways through DUI/Impaired Driving Enforcement, Speed Enforcement, Bicycle and Pedestrian Safety Programs, Seat Belt Safety, Distracted Driving and Child Car Seat Safety.
- The library will conduct a minimum of 12 pop-up libraries at locations specific to vulnerable residents.

XI. University of Rhode Island

Goals

- The Town and the University will enjoy strong institutional relationships at every level of operations, including public safety, public works, policy-making and strategic planning
- There Town and University will maintain seamless linkages between on-campus and off-campus transportation, traffic, and public safety systems.
- The housing and business development policies and programs of the Town and University will be well integrated and complementary.
- Maintain a strong working relationship between the University and the South Kingstown School District.

Objectives

- On or before April 15 of each year, the Town Council and town department heads will meet with the University of Rhode Island President and administrative leadership.
- On or before July 2021, Senior Services will coordinate with URI Departments of Pharmacy, Nursing, Gerontology and Nutrition to provide experiential opportunities for students and intergenerational programs to benefit older adults.
- On or before August 15th of each year, the South Kingstown Police and EMS will meet with representatives from the University of Rhode Island Public Safety Administration to discuss any public safety concerns prior to the upcoming calendar school year.
- Develop a mentorship between URI and the School District.
- The library will continue to develop a community partnership with URI Graduate Library program by offering 1 Professional Field Experience opportunity for library students per year.

XII. Healthcare

Goals

- A wide range of high-quality healthcare services will continue to be readily available in town through a network of hospital-affiliated medical professionals.
- The local hospital (South County Hospital) will continue as the center of our community healthcare delivery model.
- Mental health services will available in town and will be accessible to all residents.

Objectives

- To support the South County Hospital's continued viability, the Town will complete its application for a land swap with the hospital.

XIII. Policing and Public Safety

Goals

- The Town's police and public safety personnel will maintain the highest levels of professionalism, integrity and service-commitment.
- The Town's police and public safety personnel will be approachable and trusted.

- Mental Health will be a core element of all the town's public safety programs and initiatives.
- The Town will maintain a robust volunteer fire service.

OBJECTIVES

- The Town will work with Narragansett and the Union Fire District to address the inequity associated with tax-free provision of fire services to the Jerusalem section of Narragansett.
- In an online public survey of South Kingstown residents, at least 95% of respondents will agree or strongly agree with the statement "I feel safe and comfortable when being approached by South Kingstown police officers."
- In a drop box survey of South Kingstown Public Housing residents, at least 95% of respondents will agree or strongly agree with the statement "I feel safe and comfortable when being approached by South Kingstown police officers."
- On a weekly basis the police department will work directly with a certified police mental health clinician and offer assistance to residents that have been experiencing a mental health crisis.
- On an annual basis all police officers will receive and participate in Implicit Bias Training and Mental Health/Crisis Intervention Training.
- The Police Department will maintain its accreditation.
- Before December 31, 2021, the Police Department will develop and initiate no fewer than three community-based programs that offer community members the opportunity to regularly engage police officers and departmental leaders.
- The Town and Union Fire District will work cooperatively to incorporate a section about the UFD /recruitment on the Town's smart phone application.
- Maintain South Kingstown Firefighter Scholarship program as a joint effort between the Town and the fire districts to improve retention of members.
- On or before May 1, 2021, The Recreation Department in cooperation with the Finance Department will develop a proposal to a limited number of free beach passes to be available to firefighters as an incentive to retain volunteers. The Proposal will be reviewed by the Recreation Commission and potentially adopted by the Town Council.
- Implement town-wide radio system to ensure seamless communication between all departments, including police, fire, ems, highway, schools.

XIV. Civic Engagement and Public Participation

Goals

- The Town's municipal leaders and employees set the tone for civic engagement. Municipal officials and employees will be honest, helpful and courteous.
- All voices should be heard and respected.
- South Kingstown will appreciate and celebrate its volunteers.
- The Town will be a model of modern E-government principles, practices and tools.
- South Kingstown will be regarded as a community with a strong volunteer spirit.
- Maintain extraordinary community participation through the Town's network of boards and committees.

OBJECTIVES

- Recognize and celebrate the 300th anniversary of the incorporation of the town.
- Promote increased registration by residents and businesses in the Town's Emergency Notification System CodeRED as a communication tool for sending emergency notifications (storms, etc.).
- At least one public service announcement will be published by each department each week.
- On or before January 1, 2022, the Town smart phone app will have been installed on at least 2,500 (approximately 10% of the adult population) phones.
- For every meeting of the Town Council or any Town board or commission, the Town Clerk's office will provide paper copies of meeting agendas and notices to the public at points outside of Town buildings where public access is restricted
- On or before December 31, 2021, the Town Clerk, Information Technology Department and Town Manager will implement an online Boards and Commissions volunteers recruitment program to make information and applications more readily available to the public**.**
- On or before January 1, 2022, the library smart phone app will have been installed on at least 2,500 (approximately 10% of the adult population) phones.
- The library will create and post new digital content on a bi-weekly basis.

Basis of Budgeting

Basis of Budgeting and Accounting

A budget is a formal document that enables the Town to plan for the future, measure the performance of Town services, and help the public to understand where revenues come from and how they are spent on Town services. The budget is an invaluable tool that helps prioritize spending and manage money as well as helping to identify wasteful spending through planning and monitoring. The budget serves many purposes and addresses different needs depending on recipient, including Town residents, federal and state regulatory authorities, elected officials, other local governments, outside reviewers, taxpayers, and Town staff.

Basis of Budgeting

Annual operating budgets are adopted on a basis consistent with Generally Accepted Accounting Principles (GAAP) and in accordance with legal mandates. Adopted budgets for governmental funds, the General Fund, and School Unrestricted Fund, are adopted on the modified accrual basis. Revenues are recognized as soon as they are both measurable (dollar value is known) and available; when they are collectible within the current period to finance operations during the year. Proprietary funds use the full accrual basis of accounting which recognizes revenue when earned and expenses when incurred.

Appropriations for the General and School Fund, Special Revenue Funds and Enterprise Funds lapse at fiscal year-end, except appropriations that have been encumbered in order to account for certain expenditure commitments. An appropriation for capital project expenditure shall continue in force until expended, revised or repealed; the purpose of any such appropriation shall be reviewed if three years pass without any disbursement from or encumbrance of the appropriation.

Basis of Accounting

The basis of accounting indicates the timing of transactions or events for recognition in the financial statements. The Town of South Kingstown uses either the full accrual or the modified accrual basis of accounting, as appropriate for each fund type or activity, in accordance with GAAP.

The governmental funds are reported using the modified accrual basis of accounting. In general, the Town considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service and other long-term obligations such as compensated absences and claims and judgments, are recorded only when payment is due.

Enterprise funds use the full accrual basis of accounting which recognizes revenue when earned and expenses are recorded when liabilities are incurred, without regard to receipts or disbursements of cash.

The Town prepares its budget, in most cases on the basis of accounting with the following exceptions:

- Compensated absences are recorded as earned by employees on a GAAP basis, as opposed to being expended when paid (budgetary);
- Principal payments on long-term debt within the enterprise funds reduce the amount of debt remaining on a GAAP basis, as opposed to being expended on a budgetary basis; and
- Capital outlay within the enterprise funds is recorded as assets on a GAAP basis and expended on a budgetary basis

Financial Policies

Financial Policies and Practices

Financial policies and practices help to ensure that the fiscal integrity of the Town of South Kingstown are protected and to ensure that the Town is positioned for future growth. Continued development of new policies and improvement of current financial policies and practices continues to be a key initiative of management.

The Town's overall fiscal planning and management focus on the following objectives:

- Maintain sufficient financial resources to meet the present and future needs of the citizens as well as the physical conditions of the Town;
- Adjust to local and regional economic downturns without negatively impacting the community;
- Continue to maintain current bond rating with the intent of upgrading to achieve savings in future debt financing and to assure the taxpayers of the Town that government is well managed and in sound financial condition.

The following financial policies, practices, and guidelines are the beginning of the Town's initiative to establish a framework for the Town's overall fiscal planning and management. The Town intends to develop additional policies to align with the Town Council's Goals and Objectives and the procedures supporting the policies shall be clear and concise, factual, and simple to understand.

Operating Budget Policy

The Town Council Goals and Objectives are designed to maximize available resources and provide the appropriate level of services for the costs incurred. The Town's budgetary policies are based upon guidelines and restrictions established by State Law, Town Charter and Code of Ordinances, and in compliance with generally accepted accounting principles for governmental agencies. The requirement that the Town maintain a balanced budget is set forth in these guidelines. A budget is considered balanced if estimated revenues and resources meet planned expenditures.

The Town prepares and approves an annual budget and budget goals as set forth by the Town Council as follows:

- South Kingstown will compose annual municipal budgets that are efficient, transparent, and engage the general public;
- Provide adequate resources for essential public services and programs;
- Identify and implement efficiency and effectiveness improvements;
- Consider, as a funding principle, the 'ability to pay' of local residents and business during budget development;
- Utilize the budget process to advance/implement the overall policy environment and administrative work program for the community;
- Promote public involvement and participation.

The Finance Department exercises budgetary control over each office, department, and agency within the financial management system. A thorough review of revenues and expenditures is done on a monthly basis and financial statements are submitted to the Town manager for review and discussion of the Town's financial position. Should a deficit be anticipated, an acceptable plan of action to remedy the deficit is required and expected. All required incremental and annual State reporting is completed on time each fiscal year.

Revenue and Expenditure Projections – In accordance with RIGL § 44-35-10 (c) (http://webserver.rilin.state.ri.us/Statutes/TITLE44/44-35/44-35-10.HTM#:~:text=R.I.,Laws%20%C2%A7%2044%2D35%2D10&text=(a)%20The%20operating%20budgets%20for,from%20the%20current%20fiscal%20year.), and in response to the Governor's and Legislature's initiative to promote government transparency, the Town prepares a five-year forecast annually in order to improve financial planning and decisions, and to assist in the preparation of the annual budget.

Budgetary Surplus – The Town policy is to adopt a budget in which ongoing operating costs are supported by ongoing, stable revenue. The revenue and expenditures projections utilized in adopting the annual budget are estimates that will be strictly monitored. It is management's policy to set the benchmark goal of projected budget variance at two to three percent of the adopted budget.

Revenue Practices

The Town will strive to maintain as diversified and stable a revenue system, as permitted, to sustain it from short-run fluctuations in the economy. To minimize the effect of an economic downturn, the Town Council shall consider revenue changes in the context of a review of the annual budget. Some of the revenue considerations are as follows:

- Revenue estimates are budgeted conservatively since most are sensitive to local and regional activities especially those within the General Fund (i.e. State Aid to Education);
- Fees and Charges are established by the Town for local licenses, permits, fines, services, applications, and other miscellaneous charges, and shall be set out to recover all or a portion of the Town's expenses in providing the specific service;
- Tax Collections are to maintain an overall collection rate greater than 99%; Alternate means of collecting delinquent tangible property and other related taxes are to be pursued;
- Revenue or Bond Anticipation Notes – the Town does not intend to issue revenue or bond anticipation notes to fund normal government or enterprise operations; with a healthy unassigned fund balance, the Town does not see a need to incur additional interest expense when funds can be advanced from the unassigned fund balance and reimbursed when General Obligation or Revenue Bonds are issued;
- All revenues received by the Town shall be deposited within 48 hours of receipt.

Investment Policy

The Town adopted an Investment Policy Statement in May 2016 as a best practice as recommended by the Government Finance Officers Association. This Policy covers all funds of the Town's portfolio except those funds covered by any separate Council approved agreements, any trust indenture or bond covenants, or pension or retirement funds.

The primary objectives of the Town's investment activities shall be:

- Legality – investment made in accordance with applicable laws and this Investment Policy;
- Safety – preservation of principal is the foremost objective in the investment program;
- Liquidity – sufficiently liquid to enable the Town to meet its cash flow requirements;
- Return on Investment – the objective is to attain a market rate of return on its investments consistent with the constraints imposed by its safety objective and liquidity considerations.

The full policy can be found within the Finance Department's page of the Town of South Kingstown website at: www.southkingstownri.com/DocumentCenter/View/585 (http://www.southkingstownri.com/DocumentCenter/View/585)

Debt Management Practices

Debt management policies help guide the debt issuance practices of the Town from the issuance to the management of the debt portfolio to adhering to various laws and regulations. The structuring of debt to ensure affordability and sustainability for the Town is a crucial component when issuing debt which is a key indicator with the rating agencies that the government is well managed and is likely to meet their debt obligations in a timely manner. The Town's guidelines when considering debt issuance are outlined as follows:

- The Town prefers to fund capital improvements, equipment purchases, and other major capital projects with current resources or in a "pay-as-you-go" manner; Debt should be limited to projects with significant costs;
- The term of any bond issue shall not exceed the useful life of the capital project/facility or equipment for which the borrowing is intended; Every effort shall be made to keep the amortization of debt as short as possible;
- The Town maintains an aggressive retirement of existing debt (greater than 80% within Ten Years);
- Bond proceeds shall be invested in government guaranteed funds that provide immediate liquidity and bond proceeds shall only be used for the purpose for which the monies were borrowed;
- The Town shall manage its cash in a manner designed to prevent the necessity of utilizing short-term borrowing to meet working capital needs; The Town will not use long-term debt for current operations;
- Refunding bond issues designed to restructure currently outstanding debt is also an acceptable use of bond proceeds provided that the net present value (NPV) of savings is greater than 3%;
- Debt shall be issued using equal principal;
- Maintain debt ratios within formally established parameters:
    - Net Debt as a % of Operating Revenues – maintain at less than 3%;
    - Debt Service as a % of Expenditures – 10% or less;
    - Net Debt Per Capita – no more than $1,000 per capita;

    - Overall Debt as a % of Taxable Property – 1% or less.
- Debt shall be limited by the following State Statute:
    - RIGL § 45-12-2 (http://webserver.rilin.state.ri.us/Statutes/TITLE45/45-12/45-12-2.htm) – Indebtedness of Towns and Cities – no city or town shall, without special statutory authority, incur any debt for money hired which would increase it aggregate indebtedness not excepted by law from the provisions of this section to an amount greater than three percent (3%) of the taxable property of the city or town.
- Debt as percentage of taxable property valuation is a measure often cited by rating agencies as an indication of a community's ability to incur additional debt. Moody's Investors Service documents the fiscal 2018 median range for municipalities in the under 50,000-population group for Net Direct Debt as a percentage of a community's taxable full value at 0.8% for Aaa rated communities, and 1.0% for Aa rated municipalities. Standard & Poor's (S&P's) 2016 Public Finance Benchmark for General Obligation Ratios for Tax Supported Debt as a Percentage of Property Valuation established the benchmark at a range of 3% (low) to 10% (high).
    - South Kingstown's FY 2022-2023 projected gross debt level as a percentage of the Town's Assessed Valuation, based upon the December 31, 2021 Assessment, is 0.23% and is predicted to increase to 1.72% in FY 2028-2029;
    - The Town's projected Net Direct Debt is 0.21%, and is expected to increase to 1.67% in the 2028-2029 fiscal year, as a result of issuing, if approved, $150M in School Bonds.

Reserve Fund Policy

The Town adopted a Fund Balance Policy on June 30, 2011 and as amended on May 9, 2016, in accordance with Governmental Accounting and Financial Standards Board Statement (GASB) No. 54 (https://gasb.org/page/PageContent?pageId=/standards-guidance/pronouncements/summary--statement-no-54.html&isStaticPage=true). Compliance with the provisions of this policy shall be reviewed as part of the annual audit process and consideration of the minimum and maximum amount of unassigned fund balance shall be reviewed.

A fund balance policy is adopted in order to secure and maintain investment grade ratings, meet cash flow need, and reduce susceptibility to emergency or unanticipated expenditures and/or revenue shortfalls. GFOA recommends, at a minimum, that general-purpose governments, regardless of size, maintain unrestricted budgetary fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures. Using the GFOA guidelines (https://www.gfoa.org/materials/fund-balance-guidelines-for-the-general-fund) as a target, the Town will maintain an unassigned fund balance in the range of 10% - 17% of the general fund budget. For purposes of benchmarking, the general fund budget shall include the total appropriations of the General Fund and Debt Service Fund, and Property Tax transfers to the School Unrestricted Fund, Senior Services Fund, Wastewater Fund, and Community Recreation Fund.

If, after the annual audit the unassigned fund balance is greater than 17% of the general fund budget benchmark, the excess may be used in one or a combination of the following ways:

- Invested in the pooled funds to earn interest and roll forward into the subsequent year's unassigned fund balance;
- Appropriated by resolution of the Town Council for a one-time expenditure opportunity that does not increase recurring operating costs;
- Committed to establish or increase a reserve or a transfer to a reserve fund as authorized by the Town Council upon management's recommendation.

If, after the annual audit the unassigned fund balance falls below 10% of the general fund budget benchmark, the Town manager will so advise the Town Council that there is a priority to restore the unassigned fund balance to an amount equal to or greater than 10% of the general fund budget benchmark. The Town shall take action as necessary to restore the unassigned fund balance to acceptable levels within three years based on a plan prepared and submitted by the Town manager to the Town Council.

Accounting, Auditing, and Financial Reporting Policies

The Town will establish and maintain a high standard of internal controls and accounting practices. The Town budget and accounts for revenue and expenditures shall be managed on a modified accrual basis in its day to day operations.

The Town and School shall prepare a combined five-year forecast in the form and format required by the RI Office of Municipal Affairs (Division of Municipal Finance) for major funds as defined by generally accepted accounting principles within thirty days of final budget adoption. The forecast shall be distributed to the Town Council and School Committee

for consideration in their long-range planning. The five-year forecast shall incorporate the five-year capital improvement plan, and any known changes that are expected to impact the financial condition of the Town. All assumptions should be specifically identified.

A fiscal impact statement shall be prepared for all proposed bargaining contract settlements. The immediate and long-term impacts of negotiated changes shall be disclosed, and the Town will hire actuarial and other experts as needed to evaluate the long-term impacts of the proposed agreements. Any fiscal impact statement that includes changes to pension, other post-employment benefits or healthcare benefits shall be provided, along with any underlying actuarial assumptions and support for the actuarial assumptions to the RI Office of Municipal Affairs in accordance with state law.

The annual financial report shall conform to Generally Accepted Accounting Principles and be in the form of an Annual Comprehensive Financial Report (ACFR) as described by the GFOA. A fixed asset system will be maintained to identify all Town assets, their location, condition and disposition. Fixed assets are defined as assets with an initial, individual cost of more than $5,000 and an estimated useful life in excess of one year. The Town will ensure that Town records are audited annually and which will result in the issuance of a financial opinion. The results of such audit are to be available to the public via the Town's website.

[LM1]Brian, please update. I adjusted the dates and included the $150M language.

[BS2]All set

Section 4220 – BUDGET PROCEDURES

Section 4221 – Proposed budget

A. Budget Schedule

The schedule for the preparation, consideration, adoption and conduct of requested referenda on the annual town budget shall be followed each year as set forth in the various sections of this article, based upon the requirement that final action by the council thereon shall take place on or before May 1st. Prior to December 31st of each year, a summary of the budget process, together with a tentative schedule of dates of the various hearings shall be prepared for public distribution by the town clerk and the town clerk shall arrange for the publication of a notice thereof in at least one newspaper of general circulation in the town as directed by the town council and post copies in the town hall and on the town web site and as otherwise directed by the town council.

B. Initial budget hearing to discuss goals and objectives

The town council shall schedule between December 1 and January 15 of the ensuing year a public hearing for the purpose of discussing and soliciting comments from the electors relating to the general goals and objectives of the budget for the ensuing year. It is recognized that a proposed budget will not be completed at this time. The purpose of the hearing is to receive public input regarding the budget prior to the presentation of a proposed budget by the town manager. Without limiting the discussion, such matters as any increase in taxes, proposed new projects, contractual obligations and other items affecting the budget should be discussed. The school committee shall attend this meeting and participate in the hearing.

C. Town manager 's Proposed Budget

i. Submission of budget and budget message

On or before March first of each year, the town manager shall submit to the town council the town manager 's proposed budget for the ensuing fiscal year and an accompanying message.

ii. Budget message

The town manager 's message shall explain the budget both in fiscal terms and in terms of the work programs. It shall outline the proposed financial objectives of the town for the ensuing fiscal year, describe the important features of the budget, indicate any major changes from the current year in financial objectives, expenditures, and revenues together with the reasons for such changes, and include such other material as the town manager deems desirable.

iii. Budget format

The budget shall provide a complete financial plan of the general fund and utility funds, for the ensuing fiscal year and, except as required by law or this charter, shall be in such form as the town manager deems desirable or the town council may require. Other town funds shall be included as directed by the town council. The budget shall begin with a clear general summary of its contents; shall show in detail all estimated income, indicating the proposed property tax levy, and

all proposed expenditures, including debt service, for the ensuing fiscal year; and shall be so arranged as to show comparative figures for budgeted and estimated income and expenditures of the current fiscal year and actual income and expenditures of the preceding fiscal year. It shall indicate in separate sections:

a. The proposed goals and objectives and expenditures for current operations during the ensuing fiscal year, detailed for each fund by major program function as defined by the town council and the method of financing such expenditures;
b. Proposed capital expenditures for the ensuing fiscal year consistent with the requirements of Section 4226 (https://library.municode.com/ri/south_kingstown/codes/code_of_ordinances?nodeId=PTITHCH_ARTIVADDEPR_4220BUPR_S4226CAPR); and
c. The anticipated income and expense for the ensuing year for each utility or other enterprise fund operated by the town.

The total of proposed general fund expenditures shall not exceed the total of estimated income and designated fund balance.

For each utility fund, budget administration shall be consistent with Section 4225 (https://library.municode.com/ri/south_kingstown/codes/code_of_ordinances?nodeId=PTITHCH_ARTIVADDEPR_4220BUPR_S4225ADBU), Administration of budget.

To inform the public, the town clerk shall cause sufficient copies of the town manager 's proposed budget to be prepared for public distribution and shall arrange for the publication of an announcement thereof in at least one newspaper of general circulation in the town and post copies in the Town Hall, on the town's web site, and as otherwise directed by the town council.

Section 4222 – Budget

A. Town Council's preliminary budget
The council shall review the budget submitted by the manager in public workshops, and on or before March 22nd of each year adopt a preliminary budget. The council may revise the town manager 's proposed budget; provided, however, that if an increase is approved in the total of expenditures as proposed by the manager , the council also shall provide for increasing the total anticipated revenues and shall indicate the revenues necessary to maintain a balance between revenues and expenditures. No revenue from any source other than the tax levy shall be included in the budget as adopted by the council unless the facts clearly warrant the expectation that such amount actually will be realized in cash during the budget year.

B. Public Hearings
Following approval of the preliminary budget, the town council shall schedule and hold two (2) public hearings, on separate days on both the municipal and school budgets, at which the School Committee shall be represented. These hearings shall be scheduled and be completed on or before April 18th of each year. To inform the public prior to said hearings, the town clerk shall cause sufficient copies of the preliminary budget to be prepared for public distribution, and shall arrange for notice of the public hearings and a summary of the preliminary municipal and school budgets in at least one newspaper of general circulation in the town as directed by the town council and post copies in the town hall and on the town web site and as otherwise directed by the town council. At the hearings, all those desirous of being heard shall be heard.

C. Petitions to the council
Following adoption of the preliminary budget by the council, any qualified elector of the town may circulate a petition requesting the council to increase or decrease by any amount any item of expenditure in the said budget or to insert a new item of expenditure. Such petition shall specify the budget item or insertion and amount thereof and must be approved by the town clerk as to form prior to circulation, and must be returned to the town clerk on or before April 21st of each year. Upon receipt of such petition, the town clerk shall cause the signatures thereon to be verified by the board of canvassers forthwith, and if it contains no less than twenty-five (25) valid signatures of qualified electors of the town, shall transmit the same to the council. The council, before final adoption of the budget, shall consider and vote upon each such petition(s) proposal; provided, however, that the council may change the appropriation for the School Committee in total only.

D. Final town council approval of budget
The council shall, on or before May 1st of each year, complete its consideration of any petitions it shall have received pursuant to subsection 4222(C) (https://library.municode.com/ri/south_kingstown/codes/code_of_ordinances?nodeId=PTITHCH_ARTIVADDEPR_4220BUPR_S4222BU), make any final changes in the preliminary budget it may deem advisable, and give final approval to the budget by a vote of a majority of all the members of the council. Following such approval, the town clerk shall cause sufficient copies of the budget to be prepared for public distribution, and shall

arrange for publication of an announcement thereof in at least one newspaper of general circulation in the town as directed by the town council and post copies in the town Hall and on the town web site. The budget so adopted shall be the budget for the town for the ensuing fiscal year subject only to change pursuant to subsections E and F of section 4222 (https://library.municode.com/ri/south_kingstown/codes/code_of_ordinances?nodeId=PTITHCH_ARTIVADDEPR_4220BUPR_S4222BU) hereof.

E. Referendum petitions
Following final approval of the budget by the town council, any qualified elector of the town may circulate a petition requesting that a referendum be held on the appropriation for the general fund or the school fund in the budget as approved. Such petition may propose a reduction or increase in the total appropriation for said funds. In the event that a reduction or an increase as proposed in any such petition is approved by the electors of the town voting thereon, the council shall cause the total appropriation for said funds to be adjusted upward or downward accordingly. The council or the School Committee, whichever has jurisdiction over the fund affected by such action, shall make reductions or may make increases within said fund to match the new appropriation total; however, if the council or School Committee shall determine that expenditure of an added appropriation to the general fund or school fund for a suggested purpose would not be fiscally responsible, it shall adopt a resolution to that effect and shall not be required to expend the funds for said purpose, provided, however, such funds shall not be spent for another purpose and shall revert to the undesignated fund balance of either of the affected funds.

The town clerk shall cause petition forms to be printed with standard language and spaces for the insertion of dollar amounts, budget fund designations, whether an increase or decrease of expenditure is called for, and other necessary information. All petition forms shall be approved by the town clerk before circulation, and must be returned to the town clerk on or before May 12th of each year. Any language added to a petition, or any alteration of the language thereof, subsequent to its approval by the town clerk, shall be of no force or effect. The town clerk, upon the return of petitions to his or her office, shall cause the signatures thereon to be verified by the board of canvassers, such verification to be completed on or before May 16th of each year. There shall be no limit to the number of separate petitions which an elector may sign.

F. Budget referendum
The town clerk shall cause a referendum by ballot to be held on the Tuesday following the first Saturday in June on all budget changes requested on petitions submitted pursuant to subsection E hereof, provided that each such petition shall contain signatures of no less than two hundred of the qualified electors of the town and shall request an increase or decrease of a sum of at least $250,000. The ballot used at such referendum shall be prepared by the town clerk in such manner as to include each of the separate petition(s) for increases and/or decreases in the appropriations for a particular fund together with the original approved fund total. The qualified electors shall be instructed to vote either for the original total or for one (1) of the proposed increases or reductions thereof. The appropriation receiving the most votes shall be declared to have been adopted. In the event that certified petitions are received by the clerk's office that include changes to both the municipal and the school committee budgets, there shall be two (2) separate ballot questions, one for the municipal budget and one for the school committee budget, each of which shall follow the ballot format set forth herein. The polls at such referendum shall be open at 8:00 a.m. and shall remain open until 8:00 p.m.

G. Emergency ballots
Emergency ballots will be available by application only to the board of canvassers according to regulations that may be imposed by the board of canvassers necessary to implement the use of such ballots at such referendum.

H. Publication of budget
A copy of the budget as finally adopted by the town council with or without amendment(s) as directed by any required referendum shall be certified by the town clerk and filed in the office of the Director of Finance. Sufficient copies thereof shall be made available by the town clerk for the use of all offices, departments and agencies and for the use of interested persons.

I. Minor adjustments in dates
If a date is on a Saturday, Sunday or a legal holiday, the time period shall run until the end of the next day which is neither a Saturday, Sunday, nor a legal holiday.

Section 4223 – Amendments after adoption

Emergency appropriations
To meet a public emergency affecting life, health, property or the public peace, the town council may make emergency appropriations. Such appropriations may be made by emergency ordinance in accordance with the provisions of Section 3214 (https://library.municode.com/ri/south_kingstown/codes/code_of_ordinances?

nodeId=PTITHCH_ARTIIITHLE_3200OR_S3214EMOR). To the extent that there are no available unappropriated revenues or a sufficient fund balance to meet such appropriations, the council may by such emergency ordinance authorize the issuance of emergency notes, which may be renewed from time to time, but the emergency notes and renewals of any fiscal year shall be paid not later than the last day of the fiscal year next succeeding that in which the emergency appropriation was made.

b. Reduction of appropriations

If at any time during the fiscal year it appears probable to the town manager that the revenues or designated fund balances available will be insufficient to finance the expenditures for which appropriations have been authorized, the manager shall report to the town council without delay, indicating the estimated amount of the deficit, any remedial action taken by the manager and recommendations as to any other steps to be taken. The council shall then take such further action as it deems necessary to prevent or reduce any deficit and for that purpose it may by ordinance reduce one or more appropriations.

c. Transfer of appropriations

At any time during the fiscal year the town council may by resolution transfer part or all of the unencumbered appropriation balance from one major program function to the appropriation for other major program functions. The manager may transfer part or all of any unencumbered appropriation balances among departments within a major program function and shall report such transfers to the council in writing in a timely manner.

d. Limitation; effective date

No appropriation for debt service may be reduced or transferred except as permitted by law and in accordance with certified debt repayment schedules. Further, no appropriation for debt service or for other municipal activities may be reduced below any amount required by law to be appropriated or by more than the amount of the unencumbered balance thereof. The emergency appropriations and reduction or transfer of appropriations authorized by this section may be made effective immediately upon adoption.

Section 4224 – Lapse of appropriations

Every general fund appropriation, except an appropriation for a capital project expenditure, shall lapse at the close of the fiscal year to the extent that it has not been expended or encumbered. An appropriation for a capital project expenditure shall continue in force until expended, revised or repealed; the purpose of any such appropriation shall be reviewed if three years pass without any disbursement from or encumbrance of the appropriation.

Section 4225 – Administration of the budget

The town council shall provide by ordinance the procedures for administering the budget.

Section 4226 – Capital program

Submission to town council

The town manager shall prepare and submit to the town council a six-year capital program no later than the final date for submission of the budget.

Contents

The capital program shall include:

(1) A clear general summary of its contents;

(2) A list of all capital improvements and other capital expenditures which are proposed to be undertaken during the six fiscal years next ensuing, with appropriate supporting information as to the necessity for each;

(3) Cost estimates and recommended time schedules for each improvement or other capital expenditure;

(4) Method of financing, upon which each capital expenditure is to be reliant;

(5) The estimated annual cost of operating and maintaining the facilities to be constructed or acquired.

The above shall be revised and extended each year with regard to capital improvements still pending or in process of construction or acquisition.

Section 4227 – Town council action on capital program

a. Notice and hearing

The town council shall publish in one or more newspapers of general circulation in the town the general summary of the capital program and a notice stating:

(1) The times and places where copies of the capital program are available for inspection by the public, and

(2) The time and place, not less than two weeks after such publication, for a public hearing on the capital program.

b. Adoption

The town council by resolution shall adopt the capital program with or without amendment after the public hearing and on or before the first day of February of the current fiscal year.

Section 4228 – Delay in approving budget

If for any reason the operating budget of the town has not been approved by the beginning of the fiscal year for which it was submitted, the council may authorize all town departments and agencies to make expenditures necessary to continue operation for one month, provided that such expenditures total no more than the expenditures of the same department or agency in the corresponding month of the previous fiscal year, together with the amount of any increase in debt obligations or contractual obligations. The council may renew such authorization on a monthly basis until the budget has been approved. The council may negotiate loans in anticipation of tax revenues repayable in no more than twelve months time in order to provide funds to cover such expenditures.

The town Charter provisions relating to budget procedures can be found in Article IV, Section 4220 (https://library.municode.com/ri/south_kingstown/codes/code_of_ordinances?nodeId=PTITHCH_ARTIVADDEPR_4220BUPR_S4221PRBU).

BUDGET OVERVIEW

Executive Overview

The Executive Overview portion of the Budget is made up of the following sections:

1) Town Manager's Transmittal Letter
2) Position Allocation, Pay Schedules & Pay Plans
3) GFOA - Distinguished Budget Presentation Award

Town Manager's Proposed Budget - Transmittal Letter

To: The Honorable Town Council

From: James M. Manni, Town Manager

Re: FY 2025-2026 Town Manager Proposed - Budget Message

Date: March 1, 2025

As required under the Town Charter, Article IV, Section 4220, Budget Procedures, we have prepared the Town Manager's Proposed Municipal Budget Program for the 2025-2026 fiscal year. A detailed summary of the entire proposed budget program has been prepared by the Finance Director, Brian Silvia, and is presented within the Funding Sources portion of the budget document. As specified in Article IV, Section 4221, Subsection (C)(ii) of the Charter, this message is intended to explain the proposed budget both in fiscal terms and in terms of the town's various work programs. It outlines the proposed financial objectives of the town, describes the important features of the budget, and indicates any major changes from the current year.

Town Manager's Message:

In my third year as Town Manager of the Town of South Kingstown, I can report that the Town is in a strong position from a workforce perspective, benefiting from a dedicated group of employees, including directors and all of the employees within their departments. I continue to be impressed by the commitment and the pride South Kingstown Town employees demonstrate in their roles, and the resulting positive interactions with the public.

Also, the Town is in a strong position with its budget. One of the biggest responsibilities a Town Manager has is that of managing a large and complex budget on behalf of the residents and taxpayers. I would like to assure South Kingstown taxpayers that their hard-earned tax dollars are spent in a fiscally responsible manner which ensures that they get the highest level of service at the most cost-effective price. The attached proposed budget is being put forth after much consideration and examination, to meet the municipal needs of the Town and to position this administration to move forward with the necessary resources to achieve our many goals and objectives in FY 2025-2026.

Budgeting to Achieve the Community's Objectives and Long-term Goals

Budgeting Principles

The Town of South Kingstown uses a program-planning budget system that ties budget line items to identified performance outcomes. In recent years, the Town's budgeted line items have been described in terms of how they will achieve the goals and objectives of the Town. A core concept in this budgeting strategy is that budgets should be used as planning tools to accomplish the immediate objectives and strategic goals set by elected officials on behalf of the taxpayers and voters.

The budgeting system recognizes that the annual budget is an integral part of the overall municipal plan for achieving the community's vision for the future. The budget drives activities and produces measurable results. The budget process allows the Town Council, Town Manager, and departmental leaders to evaluate the results achieved in prior program years and to modify activities when doing so is likely to improve our ability to achieve the community's objectives.

Overview of the FY 2025-2026 Proposed Operating Budget

The proposed FY 2025-2026 budget is balanced and fiscally responsible. It fully funds all of the Town's legal obligations, contractual commitments, and mandates. It supports the current level of services provided by the various municipal departments, including the school department, with proposed expansion of the Town's Emergency Medical Services. This budget reflects a proposed property tax rate decrease, brought on by a statistical revaluation of the town. The tax rate is proposed to decrease from $11.05 to $9.04, a decrease of -$2.01 or -18.19% for residential and commercial real estate. The rate for tangible personal property will remain unchanged from FY 2023-2024 at $11.05. This is a result of RIGL 44-5.3-3, which states that tangible property shall be capped and shall not exceed thereafter the tax rate in effect for the assessment date of December 31, 2022. Overall, the Tax Levy is proposed at an increase of 3.37% from fiscal year 2024-2025.

Summary of the Town Manager's Proposed Budget for FY2025-2026

FY2025-26 Proposed Expenditures	Increase over FY2024-2025	% Change from Prior Year
School Fund		
$62,587,510	$128,846	0.21%
General Fund		
$34,086,712	$1,341,591	4.10%
Debt Service Fund		
$3,542,446	$1,744,674	97.05%
Proposed Tax Transfer to School		
$55,994,773	$0	0.00%
Proposed Property Tax Levy		
$79,333,424	$2,587,415	3.37%
Proposed Tax Rate		
$9.04	-$2.01	-18.19%
Estimated Net Assessed Value		
$8,754,086,221	$1,808,723,335	26.04%

The following recommended adjustments in program funding are proposed:

1. Increases in personnel salaries of (2.00%) related to contractual obligations for International Association of firefighters employees and R.I. Council 94 employees. Increases in personnel salaries of (3.00%) for Municipal Employees Association and non-union employees. Increases in personnel wages of (2.00%) for International Brotherhood of Police Officer employees subject to successful Collective Bargaining.

2. 5.0 new positions:
    a. (1) Parks Maintenance Technician, C94 (Park Maintenance)
    b. (2) Paramedic positions, IAFF (EMS)
    c. (1) Communications Manager, Non-union (Town Manager's Office)
    d. (1) Director of Grants & Special Projects, Non-union (Town Manager's Office)

It is also proposed to authorize $55,994,773 in property tax transfers to support the School Department's programs; this represents level funding of local support provided to the schools last year.

The FY 2025-2026 Town Manager's Proposed Budget is designed to maintain the high quality of services provided by the Town's various municipal departments. The budget is built on the premise that the activities supported by this spending plan contribute to the well-being of the Town's residents. The funding levels for all programs are provided in the Departments section of this proposed budget.

PRIORITIES AND ISSUES FOR FY 2025-2026

American Rescue Plan (ARPA) Funds
The Town received a total of $9,071,224 million dollars in American Rescue Plan Act (ARPA) funds to address the impact of Covid-19 in the community. In 2021, the Town Council authorized a spending framework for the distribution of the funds to address economic recovery, social service needs, and municipal services. In September 2024, the Town Council took action to reallocate the remaining balance of ARPA funds, which totaled $7,528,754. Available capital improvement funds totaling $1,814,524 were used in addition to the available ARPA funds to enable the Town to complete 71 projects for the Town, with a total value of $10,885,749. The Town was fully compliant with its ARPA allocation, having all available ARPA funds encumbered by December 31, 2024. All funding must be expended on these projects by December 31, 2026.

Emergency Medical Services
Since 2015, the demand (based on actual call volume data) for emergency medical services by South Kingstown EMS has increased by 33%. The increase in call volume has placed an operational strain on expected response times, available resources and an increase in vehicle mileage. Currently, SKEMS has two paramedic level ambulances in service 24/7. Paramedic 1 is stationed at the Public Safety Complex at 1790 Kingstown Road and Paramedic 3 is located at the Public Services Building at 509 Commodore Perry Hwy. EMS also operates one (1) paramedic non-transport intercept supervisor vehicle(Squad 1). Squad 1 serves in the role of EMS shift

commander. In addition to managing the shift, Squad 1 responds with mutual aid units when both SKEMS transport units are not available. Often, multiple calls for service occur simultaneously in SK and the town can have multiple mutual aid partners responding in SK. This scenario creates two concerns: significant lengthy response times and a gap in not having advanced life support (ALS) responding to a 911 call. The Southern RI region can become very busy, and the static level of EMS resources can quickly be reduced to zero in minutes with the closest response to SK is from North Kingstown, Exeter, Hope Valley, East Greenwich or Coventry.

New Community Learning Center

The Town of South Kingstown is thankful to be the recipient of a Community Learning Centers Municipal grant through the State's Pandemic Recovery Office. Our $2.8 million award allocated through the Capital Projects Fund (CPF) will help the Town construct a new community learning center within the existing Peace Dale Library Branch facility. The learning center will provide critical programs and services to support the South County community including ongoing health monitoring, tutoring and educational programs, and workforce training.

Benefits of the CLC include:

- **Enhanced education opportunities** provide access to educational resources, programs, and services.
- **Increased workforce development** offering workforce training, career counseling, and job search assistance.
- **Improved access to technology** providing access to computers, internet connectivity, and digital literacy training.
- **Support for health and well-being** offering health education programs, wellness resources, and access to telehealth services.
- **Community engagement and networking** serve as a hub for community engagement, offering opportunities for networking, collaboration, and social connections among residents, organizations, and local businesses.
- **Promotion of equity and inclusion** prioritizing equity and inclusion by addressing the needs of underserved populations, promoting access to educational programs, workshops, technology, and other resources for all community members.
- **Community empowerment** offering resources, services, and programming tailored to local needs.

Personnel and Benefits Contractual Obligations

The Town's Personnel system includes four independent labor groups and one non-organized employee group of managerial/supervisory personnel. All of the labor groups have active collective bargaining agreements with the Town. Three of the contracts (SKMEA/NEARI, IAFF/EMS and Council 94) are set to expire June 30, 2027 while the fourth contract (IBPO/Police) expires on June 30, 2025. It is projected that Health Care program costs will increase by 6.0% during the 2025-2026 fiscal year. The Following table illustrates the budgeted cost-of-living wage increases for FY 2025-2026.

Employment Groups	**Cost-of living Increases**
IBPO	2.00%
IAFF	2.00%
Council 94	2.00%
SKMEA / NEA	3.00%
Non-Union	3.00%

New High School Project

In May 2024 voter approved a ballot referendum authorizing the Town to issue general obligation bonds up to $150 million for the construction of a new high school building at the existing Columbia Road/ School Street site and an associated athletic facilities at the former Curtis Corner Middle School site. This is the single largest building project the Town has undertaken and will have a major impact on Town and School operations in the years to come. The South Kingstown School Building Committee has been working with a team of consultants to advance the project forward with the goal of having construction complete by the fall of 2027. Priorities for the Town this year will be working to advance the design plans and obtain a gross maximum price for the project to provide certainty related to the cost of the project. In addition, the Town Finance Department will be working to issue the first installment of Bond Anticipation Notes (BANS) to fun the initial design and construction-related costs. FY 2026 will be the first year of tax increases required to start funding the BANS and ultimately the bonded debt.

School Department

The School Department listed the following items as priorities for the upcoming fiscal year:

- Respond appropriately to changes in enrollment and address duplication of services

- Continue to offer compelling programs that South Kingstown families have come to expect- and that our students deserve
- Preserve the educational services that support student success
- Position our district for sustainable growth within our financial constraints
- Provide the administration with both resources and personnel to improve upon student achievement and close achievement gaps

The South Kingstown School Committee's proposed budget for fiscal year 2025-2026 contained a request for Municipal Appropriation of $56,494,773, an increase of $500,000, when compared against the appropriated amount for fiscal year 2024-2025. In addition to this, the School Committee's proposed budget document for fiscal year 2025-2026 also contained a request to transition a number of school department operating expenses to the Town. In total, this amounted to $286,386 for the following services:

- School Resource Officer
- Crossing Guards
- Field Maintenance
- Tax Software
- Computer Services

Upon receipt of the School Committee's proposed budget, these requests were reviewed and considered. The proposed operating budget for the Town for FY 2025-2026, that I am respectfully submitting to the Town Council for consideration, does not include the requests of the School Committee. Contained within the Town Manager's Proposed Operating Budget for FY 2025-2026 is a municipal appropriation for education totaling $55,994,773. Additionally, the services that the town performs for the school department, to support school department operations, which the school department's cost share is $286,386 has been added back to this budget.

FUTURE CHALLENGES

The Town of South Kingstown maintains healthy financial reserves, has well-established strong fiscal policies and controls, and has a long history of careful and successful program implementation. The Town is well prepared to manage its fiscal responsibilities. However, like all municipalities, there is more work, more potential projects, and more citizen requests than we can completely address. Highlighted on the following page are some of the areas that will require strategic planning to address.

State Aid

It is anticipated that the State will continue to hold Local Education Authorities harmless from any enrollment reductions in fiscal year 2025-26, though at a reduced rate. With that in mind and as part of the Governor's proposed FY2025-2026 budget, the South Kingstown School Department is anticipating a slight decrease in state aid to education in the amount of $186,467. The decline in student population, the poor condition of school buildings, the competing demands for local tax dollars, and housing market conditions that prevent young families from moving to South Kingstown, are problems that continue to require attention.

Flood Hazard

There are approximately 284 rivers and streams (or sections thereof) totaling approximately 108 miles within the Town of South Kingstown. Associated with these rivers and streams are 24 dams within the Town, 4 of which have been classified as high hazard dams and 3 are identified as significant hazard dams. The Town contains more than ten (10) miles of coastline that is considerably susceptible to erosion, coastal storm surge, and inundation with approximately 6,775 acres (18% of the total land area in South Kingstown) of land that is located within FEMA's regulatory flood plain. These areas are primarily located along the shorelines and within the Great Swamp area, however, riverine flood zones are also associated with areas surrounding smaller streams and rivers.

There are approximately 1,442 non-accessory structures located in FEMA regulated flood zones within the Town of South Kingstown. Of these structures which are predominantly residential (1,385), only 34% (484) carry flood insurance. There are, however, an additional 352 flood insurance policies for structures located outside of FEMA regulated flood zones.

Improving Public Buildings

The Town must maintain its many public buildings including schools, Town offices, community and senior centers. However, many facilities such as Town Hall, Libraries, and the Public Works Garage require more than what is currently allotted within the long-term Capital Improvement Program. In the coming year, the Neighborhood Guild, Peace Dale

Library and Town Hall will receive long-needed major infrastructure improvements. The Neighborhood Guild is funded through a $1,000,000 bond and several other projects will be funded through the American Rescue Plan Act. Other Town buildings have a multitude of improvements needed including:

- Interior rehabilitation for improved operational efficiency and maximum use of limited office and meeting space in all town buildings.
- General facility improvements at the Public Safety Building & North Station of EMS for staff operational efficiencies.
- Flooring replacement at several buildings, including Public Safety, town hall and guild
- Community Learning Center renovation, roof replacement, parking lot improvements at Hazard Memorial Library.
- HVAC upgrades to improve air quality, as well as repair and replacement of aged systems
- Building infrastructure upgrades at enterprise fund locations
- Roof Replacements at the Public Safety Building and Town Hall (ARPA Funded)
- Weatherization for improved energy efficiency

Changing Demographics

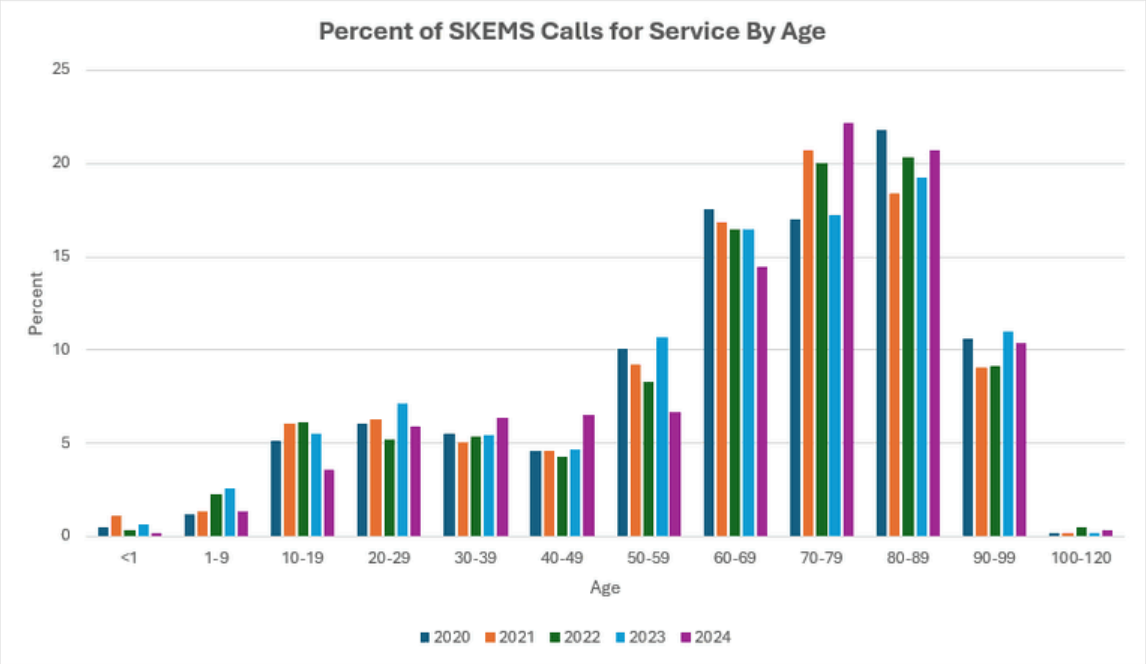
The following table shows that the fastest growing age demographic in South Kingstown is seniors over 60. The only other age groups that have grown at all over the last 10 years are the groups that include high school and college-aged young adults. The growth in these groups is likely attributable to increased enrollment at the University of Rhode Island. The growth in our senior population likely reflects retirement choices – both retire in place and retirement immigration. The 2019 US Census American Community Survey (ACS) data indicates that the age 60-plus population in South Kingstown accounts for over 26.2% of our overall population.

U.S. Census American Community Survey - South Kingstown

Population	2000	%	2010	%	2020	%	10-Year Change	% Change
Under Age 5	1,473	5.28%	1,201	3.97%	953	3.11%	-248	-58.35%
Ages 5 - 14	3,714	13.30%	3,479	11.51%	2,791	9.11%	-688	-161.88%
Ages 15 - 19	4,117	14.75%	4,597	15.21%	5,517	18.00%	920	216.47%
Ages 20 - 34	5,112	18.31%	5,023	16.62%	5,112	16.68%	89	20.94%
Ages 35 - 44	4,203	15.05%	3,453	11.42%	2,668	8.70%	-785	-184.71%
Ages 45 - 59	5,167	18.51%	6,696	22.15%	5,183	16.91%	-1,513	-356.00%
Ages 60 Plus	4,135	14.81%	5,777	19.11%	8,427	27.49%	2,650	623.53%
Total All Ages	**27,921**	**100.0%**	**30,226**	**100.0%**	**30,651**	**100.0%**	**425**	**1.41%**

As the population of the Town changes, the services required and requested by residents change too. This proposed budget accommodates the continued demand for services and addresses the needs of our senior population.

The Town's Emergency Medical Services program continues to experience substantial increases in calls for services. The chart below summarizes the percentage breakout of calls for EMS services, by age demographic, over the last three years.



Summary of Revenues

Fiscal Year 2025-2026 General Fund revenues are proposed at $34,086,712, which is an increase of $1,341,591 or 4.10%, compared to the FY 2024-2025 Adopted Budget of $32,745,121, which saw an increase of $1,920,203 or 6.23%. The Proposed Budget for the General Fund for FY 2025-2026 includes the use of $1,550,000 of the Town's Unassigned Fund balance, a decrease of $243,608 from the prior year. The tax rate for FY 2025-2026 is proposed to decrease from $11.05 to $9.04, which is a reduction of -$2.01 from the tax rate authorized to support the FY 2024-2025 Adopted Budget. This is made possible due to a substantial increase in estimated net assessed values, via the town's most recent statistical revaluation, which will be effective when the rates are locked in June 2025 and become effective for assessments as of December 31, 2024. Overall, the estimated net assessed values are projected to increase to $8,754,086,221, which represents an increase of $1,808,723,335 or 26%, when compared against the net assessed values of the town for the prior fiscal year.

Most of the tax revenue consists of general property taxes, including real estate and personal property (tangible). Property taxes account for about 71.41% of all budgeted revenues, which is down from the prior year when property tax revenue accounted for 71.77% of total budgeted revenues.

Historically, the bulk of the Town's non-tax revenue comes in the form of state aid. There are eight primary forms of state aid as shown below, three of which are considered taxes for state budget purposes but considered non-taxes for municipal purposes:

- Motor Vehicle Excise Tax Phase-Out
- Direct state aid in support of education
- Public Service Corporation Tax (a state tax on utility equipment)
- Local-portion Hotel Tax
- Local-portion Meals & Beverage Tax
- Library Aid
- State PILOT Program
- Tangible Reimbursement

All State-Aid amounts presented within this budget document for Fiscal year 2025-2026 are based on the amounts proposed by Governor McKee for the period beginning July 1, 2025.

Summary of Revenues - All Funds

Revenue By Fund	FY2024-25 Adopted	FY2025-26 Proposed	$ Change	% Change
General Fund (101)	$32,745,121	$34,086,712	$1,341,591	4.10%
Peace Dale Office Building (302)	$107,959	$110,649	$2,690	2.49%
Senior Services Fund (304)	$707,842	$707,805	-$37	-0.01%
Neighborhood Guild Fund (306)	$960,722	$1,039,806	$79,084	8.23%
Community Rec Center Fund (308)	$784,718	$864,513	$79,795	10.17%
Debt Service Fund (400)	$1,797,772	$3,542,446	$1,744,674	97.05%
Water Enterprise Fund (702)	$1,329,151	$1,451,992	$122,841	9.24%
Wastewater Enterprise Fund (704)	$5,344,942	$5,805,861	$460,919	8.62%
Solid Waste Enterprise Fund (706)	$1,036,305	$1,115,146	$78,841	7.61%
School Operating Fund (110)	$62,458,664	$62,587,510	$128,846	0.21%
Total Revenue By Fund	**$107,273,196**	**$111,312,441**	**$4,039,244**	**3.77%**

Projected FY 2025-2026 Tax Rate
It is estimated that when the tax roll is certified in June 2025, the Total Adjusted Value (adjusted to exclude tax-exempt and rebated properties) of all real and personal property in South Kingstown will be $8,754,086,221. This represents an increase of $1,808,723,335 or 26% over the previous year's certified net assessed value.

Assuming the new values under this proposed budget, the tax rate for FY 2025-2026 is proposed to decrease from $11.05 to $9.04, a decrease of $2.01 from the FY 2024-2025 Adopted Budget. The following table details the proposed FY 2025-2026 tax roll as compared to FY 2024-2025.

It is important to note that the next tax roll, dated December 31, 2024 is not certified until June 2025 and is subject to change based on variations related to appeals and associated value adjustments, currently in process.

Proposed Tax Levy Program	Town	School	Total
Allocation of Tax Levy	27.67%	72.33%	100.00%
Estimated Net Assessed Value	$2,394,899,106	$6,261,433,683	$8,656,332,789
Total Property Tax Need	$21,985,757	$57,481,486	$79,467,243
Other Tax Revenue (Non-Levy)	$326,104	$852,594	$1,178,698
Property Tax Levy Required	**$21,948,734**	**$57,384,690**	**$79,333,424**
Total Property Taxes Required	**$21,985,757**	**$57,481,486**	**$79,467,243**
Overlay & Abatements	$289,081	$755,798	$1,044,879
Current Year Taxes - Budget	**$21,659,653**	**$56,628,892**	**$78,288,545**

FY 2025-2026 Proposed Tax Levy Breakdown

	Town	School	Total
Property Tax Levy Required	**$21,948,734**	**$57,384,690**	**$79,333,424**
Allocation of Levy	27.67%	72.33%	100.00%
Tangile Property (Rate Locked)	$298,846	$781,329	$1,080,175
Est. Net Assessed Value	**$2,394,899,106**	**$6,261,433,683**	**$8,656,332,789**
Tax Rate Distribution (FY2025-26)	**$2.50**	**$6.54**	**$9.04**
Tax Rate Distribution (FY2024-25)	$2.96	$8.09	$11.05
Tax Rate - Net Change $	($0.46)	($1.55)	($2.01)
Tax Rate - Net Change %	-15.61%	-19.14%	-18.19%
FY 2024-2025 Adopted Tax Levy	$20,581,277	$56,164,983	$76,746,260
Tax Levy Net Change (FY25 - FY26)	**$1,367,457**	**$1,219,707**	**$2,587,164**
Property Tax Levy Increase - %	**6.64%**	**2.17%**	**3.37%**

Summary of Expenditures

General Fund

The proposed General Fund Expenditure Statement for FY 2025-2026 is presented in the amount of $34,086,712, reflecting a proposed increase of $1,341,591 or 4.10% more than the current year appropriation of $32,745,121. The adopted general fund budget from the prior fiscal year (FY2024-25) saw an increase of $1,920,203 or 6.23% when compared to FY 2023-24. This increase is driven largely by salary and benefit increases assumed and required under Collective Bargaining Agreements, and the creation of several new positions. The non-personnel component of the municipal operations program is proposed at $7,862,371.

One change that should be noted this year is beginning in FY 2025-26, all utility expenses will be budgeted for within the Facilities Department. These expenses will still be budgeted for, by location, per state reporting requirements. These expenses are as follows:

- Fuel Oil
- Electricity
- Natural Gas
- Wastewater Fees
- Water Fees
- Propane

FY2025-26 General Fund Expenditure Summary

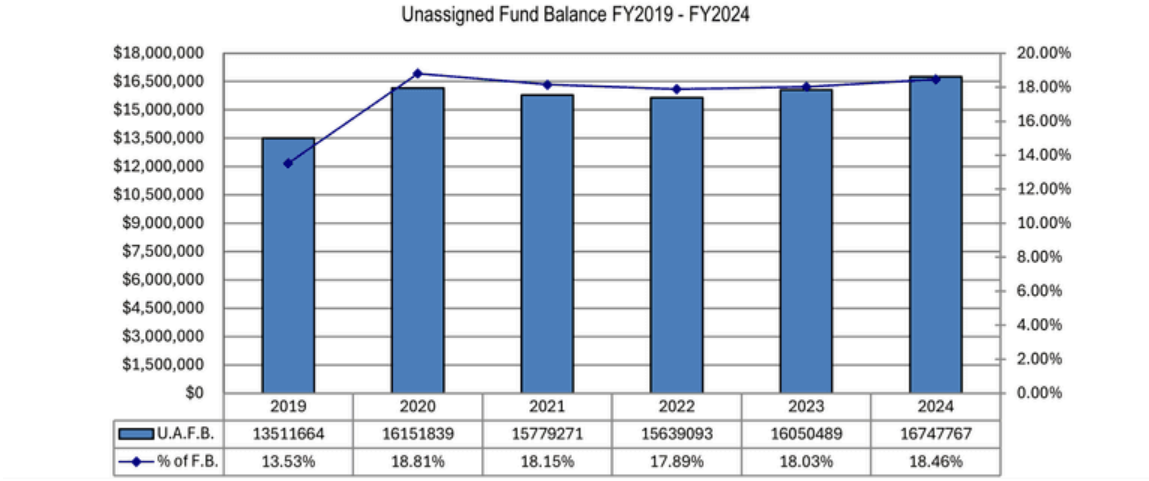
Expense Type	FY2024-25 Adopted	FY2025-26 Proposed	$ Change	% Change
Employee Wages	$16,982,112	$17,992,147	$1,010,035	5.95%
Employee Benefits	$7,790,987	$8,197,194	$406,207	5.21%
Services	$3,815,918	$3,878,081	$62,163	1.63%
Capital Outlay	$2,526,880	$2,542,056	$15,176	0.60%
Commodities	$1,431,220	$1,294,229	-$136,991	-9.57%
Contr. to HSOA	$198,005	$198,005	$0	0.00%
Total General Fund	**$32,745,121**	**$34,086,712**	**$1,341,590**	**4.10%**

School Fund

To support the FY 2025-2026 School Department's program, this budget document proposes a property tax transfer in the amount of $55,994,773, reflecting level funding with the amount authorized for the prior fiscal year. Overall, the school department's operating budget is proposed to increase by $128,846, from $62,458,664 in FY2024-25 to $62,587,510 in FY20225-26.

Debt Service Fund

The proposed Debt Service Fund budget represents a direct driving force of the Town's Operating Budget as a whole for the fiscal year 2025-2026. Overall, the debt service fund budget is proposed to increase by $1,744,674 or 97.05% from the adopted amount of $1,797,772 for FY 2024-25 to the proposed amount of $3,542,446 for FY 20225-26. This is a direct result of the first year of Bond Anticipation Notes or BANS related to the new high school project, which is estimated at $1,850,000 for FY 2025-26. This is resulting in school department-related debt increasing over the prior year by $1,784,023. This increase is being mitigated by a proposed use of the Debt Service Fund Balance of $682,735.



Use of Unassigned Fund Balance

In May 2016, the Town Council amended the Fund Balance Policy originally adopted in June 2011, which now states in part, "the Town will maintain an unassigned fund balance in the range of 10% to 17% of the General Fund." For this purpose, the general fund budget shall include the municipal and transfers-out to support other funds, with the majority of these funds supporting the school department. The Proposed Budget for FY 2025-2026 includes the use of $1,550,000 of the Town's Unassigned Fund balance, which is a decrease from the current year, which was budgeted at $1,793,608.

Fiscal Implications of the Proposed Budget

General Fiscal Policy Remains Unchanged
The Proposed Budget Program for FY 2025-2026 recommends no significant changes in how we account for or allocate revenues in support of municipal programs. No new funds are recommended.

Currently, Moody's lists South Kingstown as one of Rhode Island's most credit-worthy municipalities. With a Moody's bond rating of Aa1, South Kingstown is in a strong position to begin planning for the financing of school improvements. While it is considered best practice to maintain debt levels equal to no more than 2 or 3% of the total assessed value, South Kingstown currently has outstanding debt of less than 0.24%.

Next Steps in the Budget Process

Article IV, Section 4222 of the Town Charter provides that the Town Council shall review the budget submitted with this memorandum in public work sessions and shall adopt a preliminary budget on or before March 22nd. The Council may revise the Manager's Proposed Budget; provided, however, that if an increase is approved in the total of expenditures, the Town Council shall provide for increasing the total anticipated revenues to ensure a balanced budget.

Acknowledgments

I want to thank all of the Town's Department Heads who participated in developing this proposed budget by providing detailed analysis and recommendations for their respective Departments. Special thanks to the Finance Department staff for their efforts in constructing a high-quality budget document that provides a clear guide for readers to understand. This proposed budget document was the Town's first while using its new budget software, which represented the first change in the overall layout of the budget of the Town in a number of years. The hope is that this document provides its readers with a clear, concise and transparent message about the financial picture of the Town for the upcoming fiscal year.

James M. Manni
James M. Manni
Town Manager

Position Allocation, Pay Schedules & Pay Plans

The Town of South Kingstown's municipal employees hold positions that are non-union as well as those that are bargaining unit positions. The four municipal unions include Council 94, Local 1612; the International Association of Fire Fighters (IAFF), Local 3365; the International Brotherhood of Police Officers (IBPO), Local 489; and the South Kingstown Municipal Employees Association (SKMEA), a local chapter of NEARI. The charts provided below and on the following pages detail the Position Allocation to Pay Schedules and Pay Plans for each employee group.

Non-Union Employees Position Allocation to Pay Schedule for FY 2025 - 2026

Grade 1	Salary Range		
(no positions at this time)	$40,757	-	$45,125

Grade 2			
(no positions at this time)	$42,315	-	$46,693

Grade 3			
(no positions at this time)	$43,775	-	$48,153

Grade 4			
(no positions at this time)	$46,694	-	$51,070

Grade 5			
Community Elder Information Specialist Senior Center Program Coordinator	$48,153	-	$52,530

Grade 6			
Admin./Public Services Librarian Library Circulation Supervisor Public Services Librarian	$51,070	-	$55,447

Grade 7			
Librarian I	$53,988	-	$58,364

Grade 8			
(no positions at this time)	$56,906	-	$61,284

Grade 9			
Librarian II CLC Coordinator	$59,757	-	$64,200

Grade 10			
Assistant Highway Superintendent Assistant Parks Superintendent Librarian III Assistant Personnel Administrator	$65,242	-	$73,717

Grade 11			
Executive Assist. & Communications Executive Assist.- Police Department	$72,263	-	$77,820

Grade 12	Salary Range		
Personnel Administrator Procurement Administrator Senior Services Director Deputy Building Official Tax Collector Deputy Town Assessor Deputy Facilities Director Recreation Center Manager Deputy Town Clerk	$76,429	-	$84,770

Grade 13			
Highway Superintendent Recreation Superintendent NRO/ Harbormaster Water Superintendent Deputy Director of Amdin. Svcs	$87,394	-	$96,412

Grade 14			
Deputy Dir. Leisure Svcs/ Parks Super. Facilities Director Building Official Deputy Planning Director Library Director Communications Superintendent Wastewater Superintendent Town Assessor Communications Manager Director of Grants and Sp. Projects	$94,966	-	$102,460

Grade 15			
Town Clerk Finance Manager Deputy Director of IT EMS Director	$102,345	-	$114,613

Grade 16			
Deputy Finance Director Director of Planning IT Director Town Engineer/ Deputy Dir. Public Svcs	$114,063	-	$127,536

Grade 17			
Deputy Town Manager/ DOAS Police Chief Director of Leisure Services	$126,677	-	$140,150

Grade 18			
Finance Director Director of Public Services	$138,975	-	$151,861

Grade 19			
(no positions at this time)	$150,155	-	$162,774

1. Administrative / Public Services Librarian (Re-titled, remains Grade-6): Re-titled from Digital Services Librarian to better reflect the role and responsibilities of this position.
2. Executive Assistant to the Police Department (Re-titled, remains Grade-11): Re-titled from Executive Assistant to better define the role and responsibilities of this position.
3. Executive Assistant & Communications Manager (Re-titled, remains Grade 11): Re-titled from Executive Assistant to better define the role and responsibilities of this position.
4. Deputy Facilities Director (Re-titled & Reclassified to Grade 12): Re-titled and reassigned recognition of the additional responsibilities and expectations of this supervisory position, which includes serving in place of the Director, in their absence (previously titled Assistant Facilities Superintendent).
5. Recreation Center Manager (Reclassified to Grade 12): Adjusted compensation to ensure the Town remains competitive with other organizations for this key position. This position is comparable to the Senior Services Director position, which is currently compensated at a Grade 12.
6. Deputy Town Clerk (Reclassified to Grade 12): Reclassified in September 2024, when the previous Town Clerk retired and transition occurred to ensure this position remains competitive with other similar positions in the Town and nearby municipalities.
7. Deputy Town Assessor (Reclassified to Grade 12): This position was created in 2023, as part of an Assessors Department reconfiguration. Reclassified from a Grade 10 to ensure this position remains competitive with surrounding communities and aliens with internal compensation rates for deputy director positions.
8. Deputy Director of Administrative Services (Re-titled & Reclassified to Grade 13): Continues achieving the overall goal of placing a deputy director in all major departments, with added advanced job duties and responsibilities. The existing Personnel Administrator (Grade 12) will be promoted to this new role at a Grade 13 compensation rate.

Non Union Employees Pay Plan FY 2025 - 2026

Grade	Step 0	Step 1	Step 2	Step 3
1	$40,757	$42,215	$43,667	$45,125
2	$42,315	$43,775	$45,233	$46,693
3	$43,775	$45,233	$46,693	$48,153
4	$46,694	$48,153	$49,611	$51,070
5	$48,153	$49,611	$51,070	$52,530
6	$51,070	$52,530	$53,988	$55,447
7	$53,988	$55,447	$56,907	$58,364
8	$56,906	$58,364	$59,825	$61,284
9	$59,757	$61,146	$62,534	$64,200
10	$65,242	$68,065	$70,894	$73,717
11	$72,263	$73,707	$75,558	$77,820
12	$76,429	$79,209	$81,156	$84,770
13	$87,394	$90,878	$93,605	$96,412
14	$94,966	$97,467	$99,963	$102,460
15	$102,345	$104,700	$107,607	$114,613
16	$114,063	$118,554	$123,045	$127,536
17	$126,677	$131,167	$135,658	$140,150
18	$138,975	$143,144	$147,438	$151,861
19	$150,155	$154,361	$158,568	$162,774

1. Reflects a 3% increase over FY 2025 wage rates which aligns with the FY 2026 increase for SKMEA union members. Salaries shown above are annualized based upon 260 workdays.

IAFF, Local 3365 Position Allocation to Pay Schedule & Pay Plan for FY 2025 - 2026

Rank	Hourly Wage Rate[1]	Over Time Wage Rate[2]	Pensionable Wages[3]	Annual Salary[4]	Annual Increase	Hourly Increase
EMT - Entry	$21.11	$31.67	$46,113	$49,407	$969	2.00%
EMT - Step 1	$21.93	$32.90	$47,901	$51,322	$1,006	2.00%
EMT - Step 2	$22.40	$33.60	$48,925	$52,420	$1,028	2.00%
EMT - Step 3	$23.27	$34.90	$50,814	$54,444	$1,068	2.00%
AEMT-C[5] - Entry	$25.86	$38.80	$56,488	$60,523	$1,187	2.00%
AEMT-C[5] - Step 1	$26.87	$40.30	$58,678	$62,869	$1,233	2.00%
AEMT-C[5] - Step 2	$27.45	$41.17	$59,946	$64,228	$1,259	2.00%
AEMT-C[5] - Step 3	$28.51	$42.76	$62,259	$66,706	$1,308	2.00%
Paramedic - Entry	$27.73	$41.59	$60,558	$64,883	$1,272	2.00%
Paramedic - Step 1	$28.80	$43.20	$62,905	$67,399	$1,322	2.00%
Paramedic - Step 2	$29.43	$44.14	$64,266	$68,856	$1,350	2.00%
Paramedic - Step 3	$30.56	$45.84	$66,736	$71,503	$1,402	2.00%
Lieutenant	$31.17	$46.75	$68,071	$72,933	$1,430	2.00%
Captain	$32.21	$48.32	$70,350	$75,375	$1,478	2.00%

Notes:

1. The hourly wage rate is based upon two thousand one hundred eighty-four (2,184) hours per year.
2. The overtime wage rate shown is calculated based on 1.5 times the hourly wage rate and does not include retention pay. The final overtime rate shall be based on 1.5 times the hourly wage rate plus the retention pay rate.
3. Pensionable wages reflect the hourly wage rate times two thousand one hundred eighty-four (2,184) hours of straight time worked per year without the addition of retention pay. Actual pensionable wages shall include the employee's annual salary plus retention pay, but shall not include any overtime pay.
4. The annual salary shown is calculated based on 1,872 hours straight time and 312 hours of overtime pay (excluding retention pay) for a total of 2,184 hours worked. All hours worked in excess of 40 hours in a 7-day work week shall be paid at the overtime wage rate. Actual annual salary may vary based on an individual's retention pay level.
5. Advanced Emergency Medical Technician Cardiac (AEMT-C) wage rate includes members licensed as a Rhode Island Emergency Medical Technician – Cardiac (EMT-C).

IBPO Local 489 Position Allocation to Pay Schedule & Pay Plan for FY 2025-2026

Rank	Step 0	Step 1	Step 2	Step 3	Step 4	Step 5
Major	$114,426	-	-	-	-	-
Captain	$105,297	-	-	-	-	-
Det Lt & Pros Lt	$101,795	-	-	-	-	-
Lieutenant	$97,879	-	-	-	-	-
Det Sergeant	$94,505	-	-	-	-	-
Sergeant	$90,870	-	-	-	-	-
Detective	$86,872	-	-	-	-	-
Patrol Officer	$59,700	$64,466	$69,232	$73,999	$78,765	$83,531

1. The Collective Bargaining Agreement between the Town and the IBPO, Local 489 expires June 30, 2025. The above salaries reflect a 2% prospective increase over FY 2024-2025 salaries for budgeting purposes.

NEARI, Local SKMEA Position Allocation to Pay Schedule for FY 2025 - 2026

Grade 1	Annual Salary Range		
(no positions at this time)	$31,234	-	$32,626

Grade 2			
(no positions at this time)	$42,315	-	*$46,693*

Grade 3			
(no positions at this time)	$43,774	-	$48,153

Grade 4			
Office Clerk II	$46,694	-	$51,071

Grade 5			
Assessor Clerk Building Maintenance Technician Recreation Operations Assistant	$48,153	-	$52,530

Grade 6			
Account Clerk II Administrative Support Associate Public Safety Receptionist Clerk Recreation Coordinator Marketing & Events Town Clerks Office Clerk Wastewater Clerk & Program Specialist	$51,071	-	$55,446

Grade 7			
Admin. Assistant to Chief of Police Building Trades Technician Building and Zoning Associate Fire Inspector Planning Associate Police Administrative Clerk Police Prosecution Clerk Senior Account Clerk Zoning Enforcement Officer	$53,988	-	$58,364

Grade 8	Annual Salary Range		
Assistant Building Inspector Public Services Associate (Technician) Recreation Supervisor Water Operator I	$56,906	-	$61,284

Grade 9			
Assistant Communications Superintendent Stormwater/Water Quality Compliance Coordinator	$59,757	-	$64,200

Grade 10			
Administrative Assistant Public Services Building Inspector IT Support Specialist Payroll Administrator Public Safety Data and Technology Specialist Wastewater Electrician	$65,241	-	$73,718

Grade 11			
Pretreatment Coordinator	$72,262	-	$77,820

Grade 12			
Assistant Wastewater Superintendent Senior Planner Accountant Staff Engineer	$76,429	-	$84,770

Grade 13			
GIS Administrator Principal Planner	$87,394	-	$96,413

Notes:

1. The salaries shown above are annualized based upon 260 workdays. Salaries reflect a 3% increase over the FY 2024-2025 rates.
2. The hourly rate is the controlling figure and is used to calculate total compensation based on actual hours worked.

NEARI, Local SKMEA Pay Plan for FY 2025-2026

GRADE 1	7 Hour Shift		8 Hour Shift	
Step	Hourly	Annual	Hourly	Annual
0	$17.16	$31,234	$15.02	$31,234
1	$17.42	$31,705	$15.24	$31,705
2	$17.67	$32,155	$15.46	$32,155
3	$17.93	$32,626	$15.69	$32,626
GRADE 2	**7 Hour Shift**		**8 Hour Shift**	
Step	Hourly	Annual	Hourly	Annual
0	$23.25	$42,315	$20.34	$42,315
1	$24.05	$43,774	$21.05	$43,774
2	$24.85	$45,234	$21.75	$45,234
3	$25.66	$46,693	$22.45	$46,693
GRADE 3	**7 Hour Shift**		**8 Hour Shift**	
Step	Hourly	Annual	Hourly	Annual
0	$24.05	$43,774	$21.05	$43,774
1	$24.85	$45,234	$21.75	$45,234
2	$25.66	$46,693	$22.45	$46,693
3	$26.46	$48,153	$23.15	$48,153
GRADE 4	**7 Hour Shift**		**8 Hour Shift**	
Step	Hourly	Annual	Hourly	Annual
0	$25.66	$46,694	$22.45	$46,694
1	$26.46	$48,153	$23.15	$48,153
2	$27.26	$49,611	$23.85	$49,611
3	$28.06	$51,071	$24.55	$51,071
GRADE 5	**7 Hour Shift**		**8 Hour Shift**	
Step	Hourly	Annual	Hourly	Annual
0	$26.46	$48,153	$23.15	$48,153
1	$27.26	$49,611	$23.85	$49,611
2	$28.06	$51,071	$24.55	$51,071
3	$28.86	$52,530	$25.25	$52,530
GRADE 6	**7 Hour Shift**		**8 Hour Shift**	
Step	Hourly	Annual	Hourly	Annual
0	$28.06	$51,071	$24.55	$51,071
1	$28.86	$52,530	$25.25	$52,530
2	$29.66	$53,988	$25.96	$53,988
3	$30.46	$55,446	$26.66	$55,446
GRADE 7	**7 Hour Shift**		**8 Hour Shift**	
Step	Hourly	Annual	Hourly	Annual
0	$29.66	$53,988	$25.96	$53,988
1	$30.46	$55,446	$26.66	$55,446
2	$31.27	$56,907	$27.36	$56,907
3	$32.07	$58,364	$28.06	$58,364

GRADE 8	7 Hour Shift		8 Hour Shift	
Step	Hourly	Annual	Hourly	Annual
0	$31.27	$56,906	$27.36	$56,906
1	$32.07	$58,364	$28.06	$58,364
2	$32.87	$59,824	$28.76	$59,824
3	$33.67	$61,284	$29.46	$61,284
GRADE 9	**7 Hour Shift**		**8 Hour Shift**	
Step	Hourly	Annual	Hourly	Annual
0	$32.83	$59,757	$28.73	$59,757
1	$33.60	$61,146	$29.40	$61,146
2	$34.36	$62,534	$30.06	$62,534
3	$35.27	$64,200	$30.87	$64,200
GRADE 10	**7 Hour Shift**		**8 Hour Shift**	
Step	Hourly	Annual	Hourly	Annual
0	$35.85	$65,241	$31.37	$65,241
1	$37.40	$68,065	$32.72	$68,065
2	$38.95	$70,894	$34.08	$70,894
3	$40.50	$73,718	$35.44	$73,718
GRADE 11	**7 Hour Shift**		**8 Hour Shift**	
Step	Hourly	Annual	Hourly	Annual
0	$39.70	$72,262	$34.74	$72,262
1	$40.50	$73,708	$35.44	$73,708
2	$41.52	$75,558	$36.33	$75,558
3	$42.76	$77,820	$37.41	$77,820
GRADE 12	**7 Hour Shift**		**8 Hour Shift**	
Step	Hourly	Annual	Hourly	Annual
0	$41.99	$76,429	$36.74	$76,429
1	$43.52	$79,209	$38.08	$79,209
2	$44.59	$81,157	$39.02	$81,157
3	$46.58	$84,770	$40.75	$84,770
GRADE 13	**7 Hour Shift**		**8 Hour Shift**	
Step	Hourly	Annual	Hourly	Annual
0	$48.02	$87,394	$42.02	$87,394
1	$49.93	$90,878	$43.69	$90,878
2	$51.43	$93,605	$45.00	$93,605
3	$52.97	$96,413	$46.35	$96,413

Council 94, Local 1612 Position Allocation to Pay Schedule for FY 2025-2026

Grade 1	Annual Salary Range
(no positions at this time)	$30,931 - $32,309

Grade 2	Annual Salary Range
Kennel Assistant *Passenger Transport Driver*	$41,904 - $46,239

Grade 3	Annual Salary Range
Asst. Animal Control Officer	$43,349 - $47,686

Grade 4	Annual Salary Range
Asst. Animal Shelter Manager	$46,241 - $50,575

Grade 5	Annual Salary Range
(no positions at this time)	$47,686 - $52,020

Grade 6	Annual Salary Range
Wastewater Worker	$50,575 - $54,908

Grade 7	Annual Salary Range
Animal Control Officer Equipment Operator Parks Maintenance Technician Highway Operations Clerk	$53,464 - $57,797

Grade 8	Annual Salary Range
Horticultural Specialist Public Safety Dispatcher Auto Mechanic Heavy Equipment Operator Wastewater Operator I Wastewater Mechanic I Arborist Animal Shelter Manager	$56,353 - $60,689

Grade 9	Annual Salary Range
Wastewater Operator II Wastewater Mechanic II Highway Foreman Parks Foreman	$59,177 - $63,577

Grade 10	Annual Salary Range
(no positions at this time)	$64,608 - $73,002

Grade 11	Annual Salary Range
(no positions at this time)	$71,561 - $77,065

Grade 12	Annual Salary Range
(no positions at this time)	$75,687 - $83,947

Grade 13	Annual Salary Range
(no positions at this time)	$86,545 - $95,477

Notes:

1. Salaries shown above are annualized based upon 260 workdays. Salaries reflect a 2% increase over the FY 2024-2025 rates included in the Collective Bargaining Agreement between the Town and C94, Local 1612 effective July 1, 2024 through June 30, 2027.

C94, Local 1612 Pay Plan for 2025-2026

GRADE 1	8 Hour Shift	
Step	Hourly	Annual
0	$14.87	$30,931
1	$15.09	$31,397
2	$15.31	$31,843
3	$15.53	$32,309
GRADE 2	8 Hour Shift	
Step	Hourly	Annual
0	$20.15	$41,904
1	$20.84	$43,349
2	$21.54	$44,794
3	$22.23	$46,239
GRADE 2	7 Hour Shift	
Step	Hourly	Annual
0	$23.02	$41,904
1	$23.82	$43,349
2	$24.61	$44,794
3	$25.41	$46,239
GRADE 3	8 Hour Shift	
Step	Hourly	Annual
0	$20.84	$43,349
1	$21.54	$44,794
2	$22.23	$46,239
3	$22.93	$47,686
GRADE 4	8 Hour Shift	
Step	Hourly	Annual
0	$22.23	$46,241
1	$22.93	$47,686
2	$23.62	$49,129
3	$24.31	$50,575
GRADE 5	8 Hour Shift	
Step	Hourly	Annual
0	$22.93	$47,686
1	$23.62	$49,129
2	$24.31	$50,575
3	$25.01	$52,020
GRADE 6	8 Hour Shift	
Step	Hourly	Annual
0	$24.31	$50,575
1	$25.01	$52,020
2	$25.70	$53,464
3	$26.40	$54,908

GRADE 7	8 Hour Shift	
Step	Hourly	Annual
0	$25.70	$53,464
1	$26.40	$54,908
2	$27.09	$56,354
3	$27.79	$57,797
GRADE 8	8 Hour Shift	
Step	Hourly	Annual
0	$27.09	$56,353
1	$27.79	$57,797
2	$28.48	$59,243
3	$29.18	$60,689
GRADE 9	8 Hour Shift	
Step	Hourly	Annual
0	$28.45	$59,177
1	$29.11	$60,552
2	$29.77	$61,927
3	$30.57	$63,577
GRADE 10	8 Hour Shift	
Step	Hourly	Annual
0	$31.06	$64,608
1	$32.41	$67,404
2	$33.75	$70,206
3	$35.10	$73,002
GRADE 11	8 Hour Shift	
Step	Hourly	Annual
0	$34.40	$71,561
1	$35.09	$72,992
2	$35.97	$74,825
3	$37.05	$77,065
GRADE 12	8 Hour Shift	
Step	Hourly	Annual
0	$36.39	$75,687
1	$37.71	$78,440
2	$38.64	$80,369
3	$40.36	$83,947
GRADE 13	8 Hour Shift	
Step	Hourly	Annual
0	$41.61	$86,545
1	$43.27	$89,996
2	$44.57	$92,696
3	$45.90	$95,477

Full Time Employee Equivalent Comparison

Department or Division	FY 2022-2023 Budgeted	FY 2023-2024 Budgeted	FY 2024-2025 Budgeted	FY 2025-2026 Projected	FY 2026 vs. FY 2025
Town Manager's Office	3.25	3.50	3.50	3.50	0.00
Personnel	1.70	1.70	1.70	1.70	0.00
Town Clerk's Office	6.00	6.00	6.00	6.00	0.00
Finance	8.60	8.60	8.60	8.60	0.00
Information Technology	3.00	3.00	3.00	3.00	0.00
Town Assessor	4.00	4.00	4.00	4.00	0.00
Planning	5.00	5.00	5.00	5.00	0.00
Building & Zoning	4.50	5.70	5.70	5.70	0.00
Facilities	11.70	12.25	12.25	10.00	-2.25
Subtotal General Gov Services FTE	**47.75**	**49.75**	**49.75**	**47.50**	**-2.25**
Police Department - Officers	58.00	58.00	58.00	58.00	0.00
Police Department - Civilian	7.00	7.00	7.00	6.00	-1.00
Police Dispatchers	8.40	8.40	8.40	8.40	0.00
Animal Welfare	3.43	3.35	3.35	3.35	0.00
Fire Alarm	2.45	2.45	2.45	2.45	0.00
Emergency Medical Services[4]	21.57	21.57	23.57	25.57	2.00
Subtotal Public Safety FTE	**100.85**	**100.77**	**102.77**	**103.77**	**1.00**
Public Services	6.60	7.00	7.00	7.00	0.00
Highway	19.00	19.00	19.00	19.00	0.00
Water	2.00	2.00	2.00	2.00	0.00
Wastewater[5]	16.40	16.40	16.40	17.00	0.60
Subtotal Public Works & Utilities FTE	**44.00**	**44.40**	**44.40**	**45.00**	**0.60**
Recreation	8.94	11.29	11.29	11.29	0.00
Parks[6]	9.00	9.00	9.00	10.00	1.00
Harbor Patrol/ Natural Resources	1.00	1.00	1.00	1.00	0.00
Senior Services	4.87	4.87	4.87	4.87	0.00
Subtotal Leisure Services FTE	**23.81**	**26.16**	**26.16**	**27.16**	**1.00**
Library	14.05	14.05	15.05	15.05	0.00
Subtotal Library FTE	**14.05**	**15.05**	**15.05**	**15.05**	**0.00**
Total FTE All Funds[7]	**230.46**	**236.13**	**238.13**	**238.48**	**0.35**

1. Does not include seasonal or per diem employees. FTE count includes all full-time and part-time employees regardless of benefit eligibility or union association. In previous years's budgets only benefit eligible part-time employees were counted.

2. Includes the addition of 2 full-time Paramedics to cover shift fills, reduce overtime, staff the community paramedic program and eventually staff the new Perryville EMS station in 2026.

3. In FY 2025 the Wastewater Clerk and Program Specialist (SKMEA) was moved from part-time (.40 FTE) to a full-time FTE to take on additional duties and responsibilities associated with wastewater billing, water billing, and the on-site wastewater compliance program.

4. Includes the addition of a full-time Parks Maintenance Technician to backfill for the spit position lost to facilities in FY 2025.

5. FTE counts are approximate and may vary slightly due to part-time employee hours that periodically change throughout the year.

FTE Change Description

There is total increase of 6 full-time employee equivalents (FTE) proposed for FY 2025-2026, which is offset by 1 FTE reduction within the Police Department as outlined below:

Department/Division	Position	FTE	Union Status
Police Civilians	Police Office Clerk II	-1	SKMEA/NEA
EMS	Paramedic / EMT	2	IAFF
Parks Maintenance	Parks Maintenance Technician	1	SKMEA/NEA
TOTAL		**2**	

Police Office Clerk II (-1 FTE)

In early 2025 the individual serving in the Police Office Clerk role retired. After a review of overall staffing, the Police Chief determined that this position could be merged and reconfigured with the Police Records Clerk Position, which was also vacated due to retirement. These two roles were merged into a Public Safety Data and Technology Specialist position. Although this new position is paid at a slightly higher rate than the 2 previous positions, there were a significant savings equivalent to 1 FTE which helps offset proposed FY 2026 FTE additions.

EMS Paramedic Staff Increase (+2 FTE's)

In FY 2025 the Town Council approved an increase of 2 FTE's to help the EMS department reduce excessive overtime expenditures, improve service delivery, and begin ramping up staff to operate the Perryville EMS station, which is expected to be completed in the spring of 2026. 2 additional FTEs are proposed in FY 2026 continue ramping up staff for the Perryville EMS station and help offset current vacancies due to military leave, injuries, and personal FMLA leaves. These positions are included in the IAFF Local 3365 bargaining unit and have been included in the FY 2026 budget at the Paramedic Step 1 compensation rate.

Parks Maintenance Technician (+1 FTE)

Over the past 3 years, the Town had 1 FTE that traditionally worked in the Spring/ Summer months for the Parks Division to assist with bathroom maintenance and then worked for the Facilities Department in the late fall/ winter as a Building Maintenance Technician. This SKMEA/NEA position was budgeted as part of the Facilities Department. Unfortunately, the Town had difficulty maintaining staff in this position, with many choosing to apply for a full-time Parks Maintenance Tech Role due to the significant disparity in compensation. After reviewing the current staffing challenges, it was decided to maintain the current position in a full-time Building Maintenance Technician role and request a new Parks Maintenance Technician to help address ongoing parks maintenance challenges. This position is compensated at a Grade 7 in accordance with the C94 Position and Pay Allocation Schedule.

Part-Time, Seasonal and Per Diem Changes

The Town frequently hires part-time, seasonal, and per diem staff to address workload requirements. These positions do not contribute to the ESRI retirement program. Some part-time positions qualify for accrual benefits (i.e. vacation, sick, personal time) depending on the number of hours worked. Many seasonal, per diem and limited-hour part-time positions are included in departmental budgets as pooled employees due to the need to be dynamic in staffing throughout the year. This includes staff such as per diem paramedics, lifeguards, beach staff, and limited hourly library staff. It's important to note that many of these employees are paid the state minimum wage rate, which increased to $15.00 per hour in January 2025. This increase is reflected in the current FY 2026 budget plan. No other signicant changes are expected for part-time, seasonal, or per diem staff.

GFOA - Distinguished Budget Presentation Award

The Town of South Kingstown recieved the Distinguished Budget Presentation Award from the Government Finance Officers Association, (GFOA). This marks the 9th year in a row that the Town of South Kingstown has secured this award.

FUND SUMMARIES

Fund Summaries

This section of the budget is composed of the following components:

1) Fund Structure & Descriptions
2) Flow of Fund Structure
3) All Funds Summary - Revenue
4) All Funds Summary - By Revenue Type
5) All Funds Summary - Expenditures
6) All Funds Summary - By Expenditure Sub-Groups
7) All Funds - Revenue Summary
    - Tax Levy Summary
    - Property Tax Revenue
    - Usage Fees
    - State / Federal Aid
    - Licenses / Fees / Rents
    - Interest on Investments
    - Departmental Revenues / Fines / Charges
    - Operating Transfers In
    - Miscellaneous Revenue
    - Miscellaneous Grants
    - Use of Fund Balance
8) All Funds Comprehensive Summary

*** Note: The Town's Comprehensive Annual Financial Report contains additional non-major funds than those included in the annual budget document, found in Exhibit B-1 of the ACFR.**

Fund Structure & Descriptions

Fund Structure

The Town's governmental functions and accounting system are organized, controlled, and operated on a fund basis. A fund is a grouping of related accounts used to maintain control over resources that have been segregated for specific activities or objects. Each fund is considered a separate accounting entity, with operations accounted for in a separate set of self-balancing accounts that are comprised of assets, liabilities, fund equity, revenue, expenditures, or expenses, as appropriate. The Town's budgeted funds can be divided into two categories: governmental and proprietary.

Fund Description

Governmental Funds

Governmental Funds consist of three major funds, the General Fund, School Trust Fund, and Debt Service Fund as well as thirty other non-major Special Revenue Funds and fifteen Capital Projects Funds. Most governmental functions of the Town are financed through these funds. The modified accrual basis of budgeting is used for all governmental funds.

General Fund

The General Fund is the Town's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund. Revenues are derived primarily from real estate, personal property, and motor vehicle taxes, as well as other local taxes, federal and state aid, licenses, permits and fees, fines and forfeitures, and charges for goods and services. General government, public safety, public works, human service and outside agency contributions, recreation, public libraries, education, and capital functions are financed through these revenues. Under GASB 54, the School Unrestricted Fund is reported as a function within the General Fund since its main financing source is derived from tax support.

School Trust Fund

The School Trust Fund accounts for the activity of various trust funds established for recreational and educational purposes. The fund's major source of revenue comes from donations and investment income.

Debt Service Fund

The Debt Service fund accounts for the accumulation of financial resources for the payment of interest and principal on all governmental fund long-term debt, costs related to debt issuance, and other related costs on outstanding bonds and notes.

Special Revenue Funds

These funds are used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditures for specified purposes. Special revenue funds include, but are not limited to, Peace Dale Office Building, Senior Services Program, Neighborhood Guild, and Community Recreation Center, as well as federal funds such as Community Development Block Grant, and grants and donations designated for a specific purpose.

Capital Projects Fund

The Capital Projects Fund accounts for financial resources to be used for the acquisition, construction or renovation of capital facilities, or other equipment, that ultimately becomes Town fixed assets.

Proprietary Funds

Proprietary Funds consist of enterprise funds and internal service funds. These funds account for Town activities that operate similarly to private sector business where the intent of the governing body is that costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered through user charges or, periodically, through unrestricted net assets. Consequently, these funds measure net income, financial position, and changes in financial position. All assets, liabilities, equities, revenue, expenditures, and transfers related to the Town's business are accounted for through proprietary funds. The proprietary funds are reported on a full accrual basis of accounting. The internal service funds are used to account for payment of accrued compensated absences that arise, however, are not included in the annual budget.

Water Enterprise Fund

This enterprise fund is used to account for the supply of public water to the South Shore and Middlebridge areas of Town. The fund is primarily supported through user charges.

Wastewater Enterprise Fund

This enterprise fund is used to account for the operation and maintenance of the Regional Wastewater Treatment Facility owned by the Town and is primarily supported through user charges. This facility is located in the Town of Narragansett and services portions of South Kingstown and its regional partners; the Town of Narragansett and the University of Rhode Island.

Solid Waste Enterprise Fund
This enterprise fund is used to account for solid waste disposal operations for the Town. This fund is primarily supported through user charges. The Town operates the Rose Hill Regional Transfer Station and Recycling Center.

Compensated Absence Fund
This fund is used to account for employees' earned, but unused, vacation and sick benefits, for which employees may be compensated upon retirement, termination of employment, or death, based on the Town's permitted policy.

Permanent Funds
Permanent funds are used to account for assets held by the Town in a trustee capacity or as an agent for individuals, private organizations, other governments, and other funds. These funds are used to report resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the reporting government's programs. The Town's permanent funds include the Hazard Memorial Trust, Irving Knowles Trust, Oliver Watson Home Fund, Walter W. Watson Trust, and the Kingston Free Library Trust Fund.

All Funds Summary - Revenue

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Projected	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
All Funds						
General Fund	$30,824,917	$31,623,082	$31,684,666	$33,645,292	$32,745,120	$34,023,636
School Fund	$62,635,680	$62,567,441	$36,652,797	$0	$62,458,664	$63,262,304
Peace Dale Office Bldg. Fund	$106,633	$110,295	$75,821	$146,299	$107,959	$110,649
Senior Services Fund	$729,841	$751,024	$683,259	$747,069	$707,841	$707,805
Neighborhood Guild Fund	$873,160	$998,403	$530,450	$925,242	$960,722	$1,039,806
Community Rec Center	$709,213	$754,336	$546,781	$785,828	$784,718	$864,513
Debt Service Fund	$1,915,386	$2,539,433	$106,837	$1,782,772	$1,797,772	$3,467,446
Water Enterprise Fund	$1,263,651	$1,611,972	$909,222	$1,571,343	$1,329,151	$1,427,026
Wastewater Enterprise Fund	$5,068,231	$11,890,629	$4,636,370	$5,582,643	$5,344,942	$5,564,068
Solid Waste Enterprise Fund	$887,262	$907,391	$641,752	$866,094	$1,036,305	$1,115,146
Total All Funds:	**$105,013,974**	**$113,754,006**	**$76,467,955**	**$46,052,582**	**$107,273,195**	**$111,582,400**

All Funds Summary - Expenditures

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Projected	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
All Funds						
General Fund	$30,824,918	$29,254,735	$22,220,957	$32,451,563	$32,745,121	$34,023,636
School Fund	$62,635,680	$61,023,420	$32,073,286	$0	$62,458,664	$63,262,304
Peace Dale Office Bldg. Fund	$106,633	$85,956	$81,095	$120,271	$107,959	$110,649
Senior Services Fund	$729,841	$691,857	$388,815	$655,086	$707,842	$707,805
Neighborhood Guild Fund	$873,160	$861,942	$576,257	$923,064	$960,722	$1,039,806
Community Rec Center	$709,213	$735,634	$517,013	$771,360	$784,718	$864,513

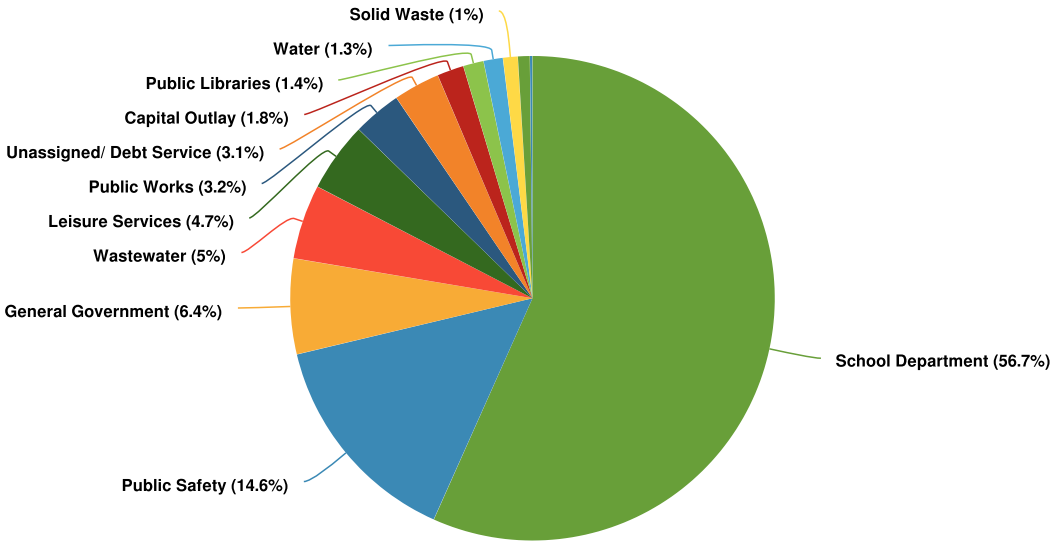
Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Projected	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Debt Service Fund	$1,915,386	$1,911,847	$1,162,903	$1,796,173	$1,797,772	$3,467,446
Water Enterprise Fund	$1,263,651	$1,154,262	$795,629	$1,323,034	$1,329,151	$1,427,026
Wastewater Enterprise Fund	$5,068,231	$5,366,671	$6,420,954	$5,574,018	$5,344,942	$5,564,068
Solid Waste Enterprise Fund	$887,262	$963,085	$685,692	$954,729	$1,036,305	$1,115,146
Total All Funds:	**$105,013,974**	**$102,049,408**	**$64,922,603**	**$44,569,298**	**$107,273,196**	**$111,582,399**

All Funds Summary - By Revenue Type

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Projected	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Revenue Source						
General Property Taxes	$76,475,793	$76,419,406	$59,908,374	$76,879,018	$76,991,305	$79,090,751
Wastewater Enterprise Fund Revenues	$378,000	$419,773	$289,024	$408,500	$408,500	$418,000
State Aid - Town	$6,000	$4,500	$1,500	$6,000	$6,000	$6,000
Licenses & Permits	$1,949,271	$2,087,532	$1,547,443	$2,251,884	$1,997,249	$2,077,913
Solid Waste Enterprise Fund Revenue	$853,950	$888,886	$603,159	$798,500	$923,203	$939,550
Operating Transfer In	$2,659,495	$3,671,993	$1,063,905	$3,104,569	$2,750,069	$4,228,407
Dept. Revenues/Fines/Charges	$3,002,104	$2,240,874	$1,882,280	$2,341,606	$2,998,072	$2,589,432
Community Rec Center Revenues	$274,835	$271,262	$219,935	$262,000	$272,220	$261,620
Guild Revenues	$762,217	$794,448	$507,703	$802,022	$843,402	$920,086
Senior Center Program	$9,395	$7,020	$5,605	$6,800	$8,400	$9,300
Usage Fees	$5,594,832	$8,207,478	$4,526,335	$5,532,155	$5,878,597	$6,123,356
Revenue from Investments	$572,600	$3,278,948	$2,069,637	$2,692,147	$848,466	$1,148,875
Miscellaneous Revenue	$43,996	$260,038	$53,227	$45,027	$85,352	$99,260
Operating Transfers Out	-$58,219,707	-$59,069,707	-$38,128,317	-$58,209,958	-$58,209,958	-$59,276,569
Fund Balance Applied	$1,371,929	$5,146,056	$0	$2,236,554	$2,113,158	$2,754,382
State/ Federal Aid	$6,549,031	$6,470,049	$5,206,554	$6,805,282	$6,832,097	$6,842,707
Water Enterprise Fund Revenues	$5,000	$4,623	$1,909	$3,750	$5,000	$5,000
Municipal Appropriation-Education	$55,994,773	$55,994,773	$32,663,618	$0	$55,994,773	$55,994,773
Use of Fund Balance	$270,400	$0	$0	$0	$0	$77,189
Local Revenue Sources	$300,000	$373,620	$370,269	$0	$274,500	$423,600
State Education Aid	$5,595,507	$5,814,852	$3,268,392	$0	$5,689,391	$5,633,447
Federal Direct Education Aid	$475,000	$384,196	$350,518	$0	$500,000	$525,000
Other Items	$0	$0	$0	$0	$0	$608,295
Miscellaneous Grants	$89,553	$83,384	$48,366	$86,726	$63,398	$82,026
Federal Grants - Operating	$0	$0	$8,520	$0	$0	$0
Total Revenue Source:	**$105,013,974**	**$113,754,006**	**$76,467,955**	**$46,052,582**	**$107,273,195**	**$111,582,400**

All Funds Summary - By Expenditure Sub-Groups

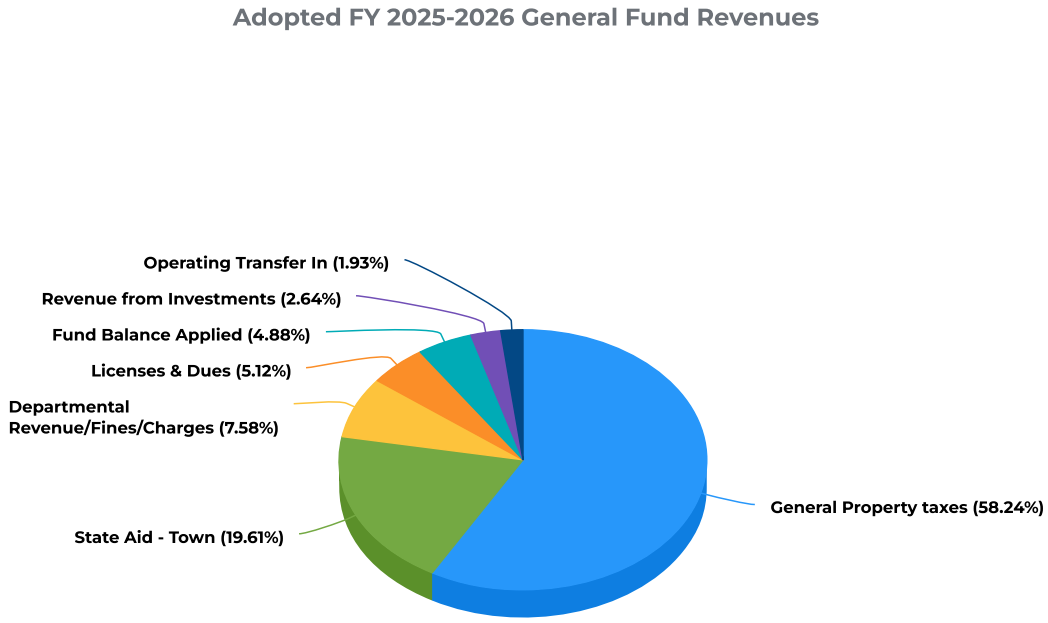
Budgeted Expenditures by Function All Funds Summary - By Expenditure Sub-Groups



Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Projected	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expenditures						
General Government	$6,056,834	$5,645,763	$4,099,775	$5,977,066	$6,399,243	$7,107,704
Public Safety	$14,836,833	$14,165,527	$10,497,462	$15,945,594	$15,503,003	$16,267,280
Public Works	$3,439,746	$3,022,864	$2,051,293	$3,296,037	$3,442,002	$3,600,039
Leisure Services	$4,765,644	$4,399,915	$3,168,367	$4,913,177	$5,130,049	$5,188,721
Public Libraries	$1,404,269	$1,389,247	$972,219	$1,445,937	$1,506,113	$1,535,315
Other Expenditures	$745,314	$804,017	$771,371	$1,028,407	$987,827	$882,000
Employment Benefits	$90,000	$300,000	$0	$112,141	$112,141	$0
Human Svcs & Outside Agy Contr	$7,000	$4,666	$179,717	$159,050	$182,050	$182,050
Capital Outlay	$1,898,125	$1,898,125	$2,043,935	$2,043,935	$2,043,935	$1,983,300
Wastewater	$5,068,231	$5,366,671	$6,420,954	$5,574,018	$5,344,942	$5,564,068
Water	$1,263,651	$1,154,262	$795,629	$1,323,034	$1,329,151	$1,427,026
Solid Waste	$887,262	$963,085	$685,692	$954,729	$1,036,305	$1,115,146
Unassigned/ Debt Service	$1,915,386	$1,911,847	$1,162,903	$1,796,173	$1,797,772	$3,467,446
School Department	$62,635,680	$61,023,420	$32,073,286	$0	$62,458,664	$63,262,304
Total Expenditures:	**$105,013,974**	**$102,049,408**	**$64,922,603**	**$44,569,298**	**$107,273,196**	**$111,582,399**

General Fund Revenues Summary

The fiscal year 2025-2026 General Fund revenues were adopted at a total amount of $34,023,636. The Adopted Budget for FY 2025-2026 includes the use of $1,659,066 of the Town's Unassigned Fund balance, which is a decrease of -$134,542 from the FY 2024-2025 adopted budget. The use of Unassigned Fund Balance is being proposed to stabilize the tax needs of the Town. The use of fund balance is also a means of funding the capital needs of the Town, which are viewed as one-time expenses and are an ideal use for fund balance usage. The use of fund balance is reviewed on an annual basis as part of the budget development and formulation process. FY 2025-2026 General Fund revenues were adopted with an increase of $1,278,516 or 3.90%, compared to the FY 2024-2025 Adopted Budget of $32,745,120. Conversely, General Fund revenues increased by $1,920,203 or 6.23% in FY 2024-2025, compared to the Adopted Budget amount of $30,824,917 in FY 2023-2024.



General Fund Revenues

The General Fund revenues for FY 2025-2026 were adopted to be $1,278,516 greater than the prior fiscal year.
The major factors contributing are:

- Increase in Tax Revenue, resulting from a proposed 3.28% Tax Levy increase.
- Increases in State-Aid programs
- Increase in interest income revenue
- Increase in building permit and EMS fees

It is important to note that the Unassigned Fund Balance forwarded to the General Fund was adopted as a decreased of $134,542 from the prior year. The Unassigined Fund Balance increased by $750,000 between Fiscal Year 2023-24 and Fiscal Year 2024-25, which enabled the proposed tax rate to be lowered in that timeframe. It is management's opinion to gradually reduce the level of unassigned fund balance usage, based upon a preference for conservative budgeting practices and closer review of anticipated other revenues being generated which minimize the tax rate impact. Using fund balance to supplement an operating budget is not sustainable over the long-term.

Motor Vehicle Excise Tax
The 2017 General Assembly enacted legislation to phase out the motor vehicle excise tax. Cities and towns were reimbursed for lost revenue until the tax was fully repealed in FY 2022-2023. Under the current law, once the motor vehicle tax is fully phased-out, the state will pay each municipality the amount of their FY 2017-2018 Baseline Levy ($3,930,455 for South Kingstown), adjusted roughly by the growth in sales and use tax realized every year.

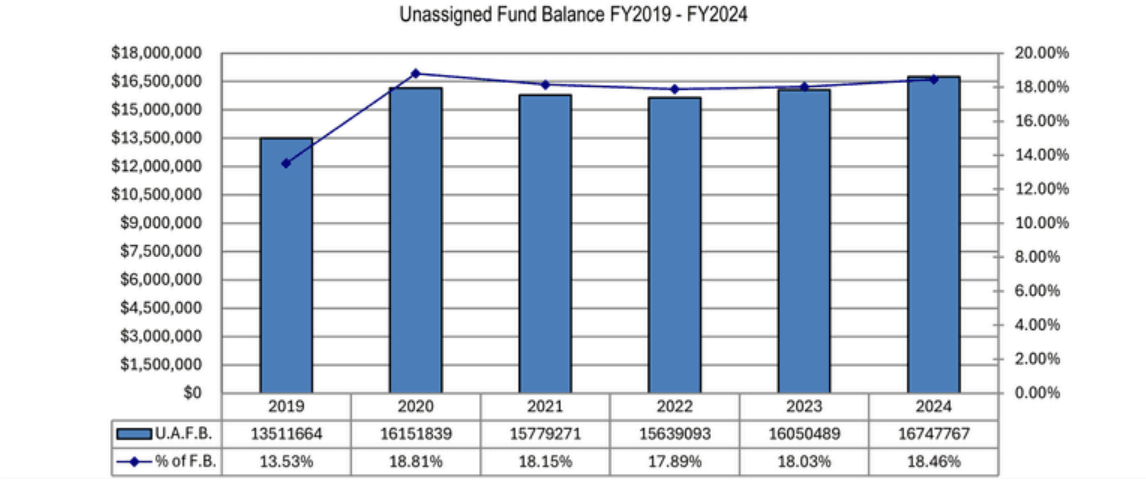
The annual reimbursement is calculated as the difference between a municipality's FY 2017-2018 Baseline Levy and its annual motor vehicle certified levy (once reviewed and confirmed by the Department of Revenue). The base reimbursement is its share of the original $10 million aggregate reimbursement aid appropriated in FY 2016-2017 ($142,445 for South Kingstown).

As stated in RIGL § 44-34-1-1(c)1 (http://webserver.rilin.state.ri.us/Statutes/TITLE44/44-34.1/44-34.1-1.HTM): The Phase Out, beyond fiscal year 2003, shall be subject to annual review and appropriation by the general assembly. The Phase Out schedule was accelerated with the passage of the Governor's FY2023 Budget. As a result, the Town of South Kingstown did not issue any Motor Vehicle Tax Bills for the 2024 Tax Year. For FY2025-2026, the Town of South Kingstown will receive revenue reimbursement in the form of State Aid based on the methodology described in RIGL § 44-34.1-2 (http://webserver.rilin.state.ri.us/Statutes/TITLE44/44-34.1/44-34.1-2.HTM).

To support the FY 2025-2026 School Department's budget, the Town Manager is proposing to level fund the Property Tax Transfer, from what is being provided in the current Fiscal Year.

Increases in the tax need over the current fiscal year to support operations associated with the Community Recreation Center Fund are proposed in the amount of $28,272, while the Senior Services Fund is proposing a decrease in the amount of the transfer by $16,827. The proposed transfer to the Debt Service Fund is increasing by $1,130,166, to $2,406,009 for FY 2025-26. This is directly related to the costs of the first year of Bond Anticipation Notes for the new high school project.

Unassigned Fund Balance
In May 2016, the Town Council amended the Fund Balance Policy which was adopted in June, 2011 and now currently states in part, "the Town will maintain an unassigned fund balance in the range of 10% to 17% of the General Fund". For this purpose, the general fund budget shall include the municipal and school budgets. A history of the Unassigned Fund Balance over the last five-year period is provided below.

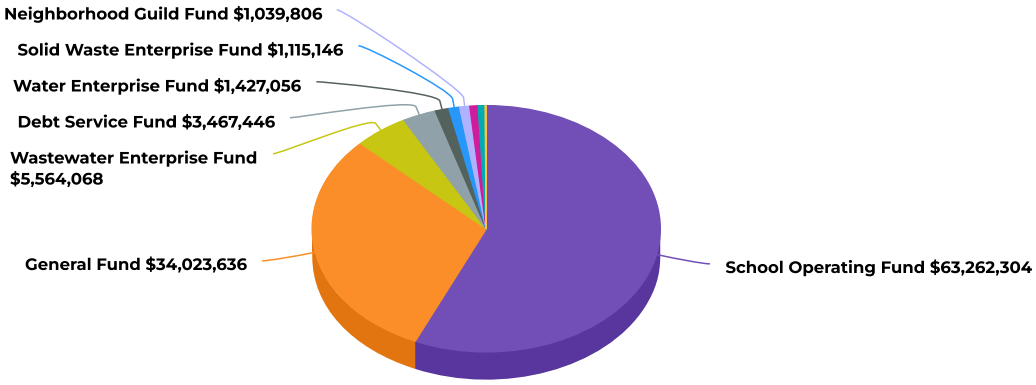


Combined Revenue Summary

Combined Revenues

The proposed FY 2025-2026 combined revenues for all budgeted funds is $111,582,400. This represents a proposed increase of $4,309,205, or 4.02%, over the current fiscal year. The primary cause of this increase is associated with the Debt Service Fund, which results in an increase of $1,669,674 or 92.87%, when compared against the prior fiscal year. This is a direct result of the first year of expenses associated with Bond Anticipation Notes or BANS on the new high school project. Additionally, this is increasing the distribution of tax revenue to the Debt Service Fund by $1,055,166, when compared against the prior fiscal year.

FY 2025-26 Adopted All Funds Budget Summary



Tax Levy Summary

Revenue Summary

Tax proceeds are the primary source of revenue for both the Town's General Fund and the School's Operating Funds. The bulk of tax revenue consists of general property taxes, which include real and personal property (tangible). The town's total tax revenue accounts for 70.88%. Tax proceeds are divided into two categories: current and prior taxes and other. Other taxes include payment in lieu of taxes (PILOT), and interest collected on taxes paid after the due date.

Real Estate Tax
Real property taxes are levied on the assessed value of real property. Included in this category are taxes on residential and commercial property. Real property taxes are valued in a full reassessment every nine years, with a statistical update performed every third year. The process of reassessment and statistical updates does not increase total tax revenue to the Town, yet serves to equalize the assessed value of property. The FY2025-2026 Adopted Budget includes actual values based on the December 31, 2024, which was a statistical revaluation period. The value of the taxable property roll increased by approximately $1,894,622,809 or 27.31% upon certification of the taxable property tax roll in June 2025.

It is noted that in FY 2006-2007, the state legislature amended the general law changing the tax cap levy amount and valuation for municipalities in the State of Rhode Island. Previously, Rhode Island had a 5.5% cap on property tax growth for all cities and towns. The current legal threshold remains at 4.0% (RIGL § 44-5-2). The tax cap applies to the total levy of real and personal property taxes (not including motor vehicles). There are several implications for the municipality, including that any growth to the tax base does not mean additional tax revenue will be realized. It also means that the municipality will no longer be able to set a tax rate, but instead must first determine the increase in the levy and then calculate the tax rate. Municipalities must stay within the tax cap, unless they receive permission to exceed the cap from the State Office of Municipal Affairs or the State Auditor General, and then only certain exceptions are granted under limited circumstances. Therefore, anticipated revenues from real and personal property taxes cannot exceed 4.0%, or $3,035,741 in South Kingstown, for FY 2025-2026, which result in a tax rate of $9.00. There are six budgeted funds supported by property taxes: General Fund, School Unrestricted Fund, Senior Services Program Fund, Community Recreation Center Fund, Debt Service Fund, and Wastewater Fund. For FY 2025-2026, the adopted increase in the total tax levy is 3.28%. A calculation of the State-mandated tax cap is shown below.

Proposed Tax Levy Program	Town	School	Total
Allocation of Tax Levy	27.42%	72.58%	100.00%
Estimated Net Assessed Value	$2,393,979,408	$6,337,772,821	$8,731,752,229
Subtotal Real Estate Tax Need	$21,402,176	$56,659,689	$78,061,865
Subtotal Tangible Tax Need	$306,201	$810,630	$1,116,831
Total Property Tax Levy Required	**$21,708,377**	**$57,470,319**	**$79,178,696**
Total Other Property Tax Revenue	**$323,163**	**$855,535**	**$1,178,698**
Overlay & Abatements	-$347,275	-$919,368	-$1,266,643
Current Year Taxes - Budget	**$21,684,265**	**$57,406,486**	**$79,090,751**

FY 2025-2026 Proposed Tax Levy Breakdown

	Town	School	Total
Property Tax Levy Required	**$21,708,377**	**$57,470,319**	**$79,178,698**
Allocation of Levy	27.42%	72.58%	100.00%
Tangile Property (Rate Locked)	$306,201	$810,630	$1,116,831
Est. Net Assessed Value	**$2,393,979,408**	**$6,337,772,821**	**$8,731,752,229**
Tax Rate Distribution (FY2025-26)	**$2.45**	**$6.49**	**$8.94**
Tax Rate Distribution (FY2024-25)	$2.96	$8.09	$11.05
Tax Rate - Net Change $	($0.51)	($1.60)	($2.11)
Tax Rate - Net Change %	-17.29%	-19.75%	-19.10%
FY 2024-2025 Adopted Tax Levy	$20,560,049	$56,107,062	$76,667,111
Tax Levy Net Change (FY25 - FY26)	**$1,148,328**	**$1,363,257**	**$2,511,585**
Property Tax Levy Increase - %	**5.59%**	**2.43%**	**3.28%**

Projected FY 2025-2026 Tax Rate
The tax roll was certified in June 2025, the Total Adjusted Value (adjusted to exclude tax-exempt and rebated properties) of all real and personal property in South Kingstown was $8,832,822,921. This represents an increase of $1,894,622,809 or 27.31% over the previous year's certified net assessed value.

Based on the new assessed values, as of December 31, 2024, the tax rate for FY 2025-2026 was certified at $8.94, which represents a decrease of -$2.11 or -19.10% from the prior fiscal year, which was set at $11.05. The following table details the adopted FY 2025-2026 tax roll as compared to FY 2024-2025.

Summary of Final Net Assessed Values, Less Exemptions

Taxable Property	FY2024-25 Adopted Tax Roll	FY2025-26 Adopted Tax Roll	Net Change-$	Net Change %
Taxable Land / Buildings	6,847,425,541	8,731,752,229	1,8884,326,688	27.52%
Tangible Property	90,774,571	101,070,692	10,296,121	11.34%
Est. Net Taxable Property	**6,938,200,112**	**8,832,822,921**	**1,894,809**	**27.31%**

Property Tax Revenue

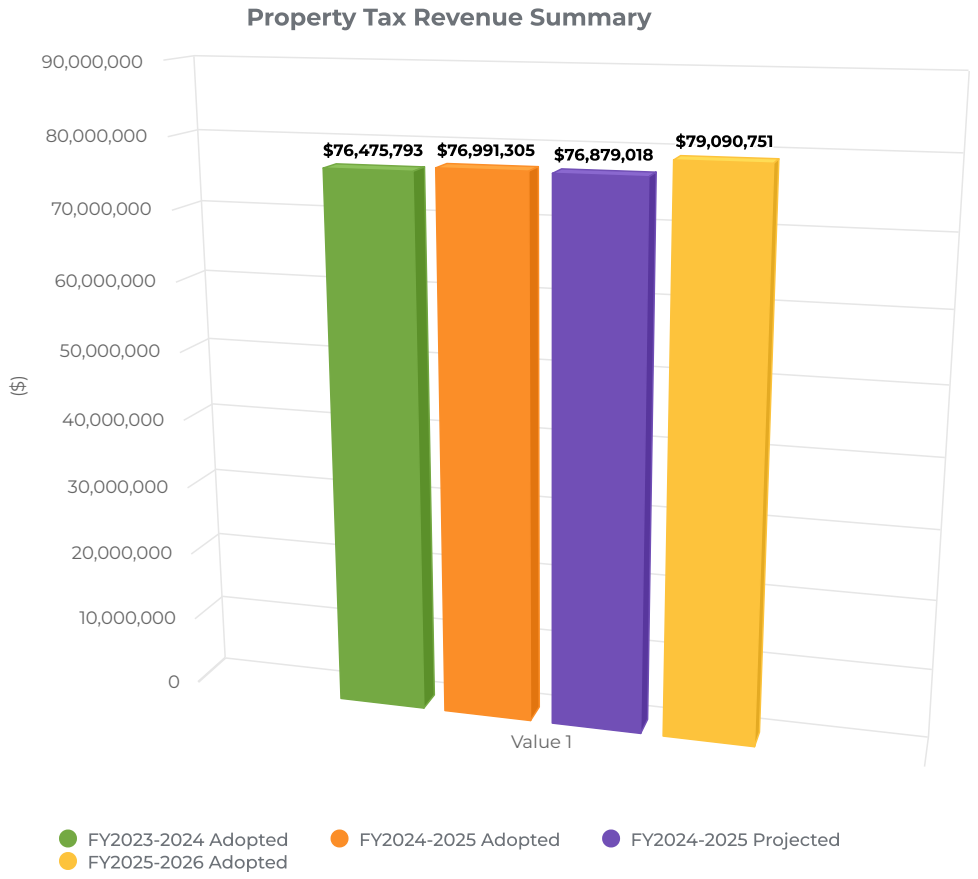
Property tax revenue is made up of current year's revenue, which is realized by the annual tax levy and discussed previously. Additionally, Property Tax Revenue is made up of prior year tax revenue, interest on taxes and payment in lieu of taxes or PILOTS. This section details the other factors of property tax revenue, which are as follows:

Prior Year Tax and Interest on Taxes

The Town provides taxpayers with the opportunity until the last day of the month for which a tax payment is due before any interest penalty is assessed. Once the interest-free period has lapsed, the Town collects an interest rate of 12% per annum on all delinquent taxes. Prior year taxes are the anticipated collections of delinquent taxes from an earlier fiscal year in which they were levied.

Payment in Lieu of Tax (PILOT)

The Town collects payments in lieu of taxes (PILOT) annually from organizations that own tax-exempt or tax-modified properties in South Kingstown. In addition to these organizations, the State pays the Town for State tax-exempt properties located in the Town, such as South County Hospital. The state pays a maximum of 27% of what the tax would be if the property were on the town's tax roll. The General Assembly, through the State's annual budget process, determines the percentage for which they will reimburse the Town.



State / Federal Aid

This Town receives State Aid in the form of Payment in Lieu of Tax Exempt Properties, State Library Aid, Motor Vehicle Excise Tax Reimbursements & Tangible Property Reimbursements. In total, this will represent aid to the Town from the State in FY 2025-26 in the amount of $4,597,729. Additionally, the Town receives Pass-Through Aid from the State via Public Service Corporate Tax, Hotel Tax and Meals & Beverage Tax, which totals $2,061,954. This section details several of these contributing factors, as follows:

Public Service Corporation Tax

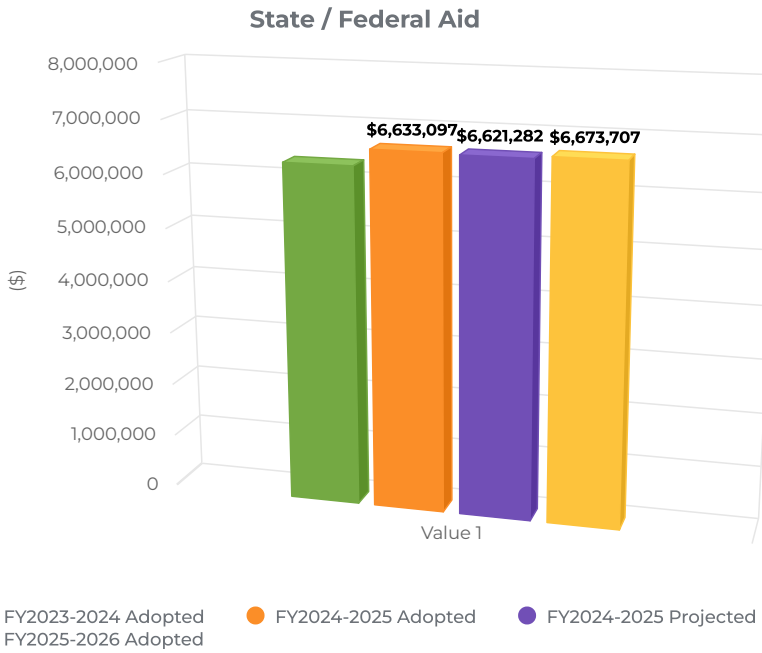
This tax is for tangible personal property of telegraph, cable, and telecommunications corporations that is exempt from local taxation, and instead is subject to taxation by the State. The revenue from this tax flows through the State, though it is not appropriated by the State. The revenues, apart from some administrative expenses, are apportioned to the State's cities and towns based on the ratio of each municipality's population, relative to the total population of the State. Each year, the budgeted amount is estimated based on the prior year, combined with information from the Governor's Budget Message.

Hotel Occupancy Tax and Meals & Beverage Tax

The 1986 General Assembly enacted the Hotel Local Tax, a 5% hotel tax upon the total consideration charged for occupancy of any space furnished by any hotel in the State. Twenty-five percent of the revenues generated from the 5% state hotel tax are distributed to the municipalities where the individual hotels are located. Furthermore, the 2004 General Assembly enacted a 1% gross receipts tax on the total consideration charged for occupancy of any space furnished by a hotel in the State. The taxes are collected by the Rhode Island Division of Taxation and distributed at least quarterly to the city or town where the hotel was located. In 2003, the General Assembly enacted the Local Meals and Beverage Tax, a 1% additional tax on gross receipts from the sale of food and beverages sold in or on eating and drinking establishments. The tax is also collected by the RI Division of Taxation, and then distributed back to the city or town in which the meals and beverages were delivered.

School Housing Aid & State Aid – Library Aid

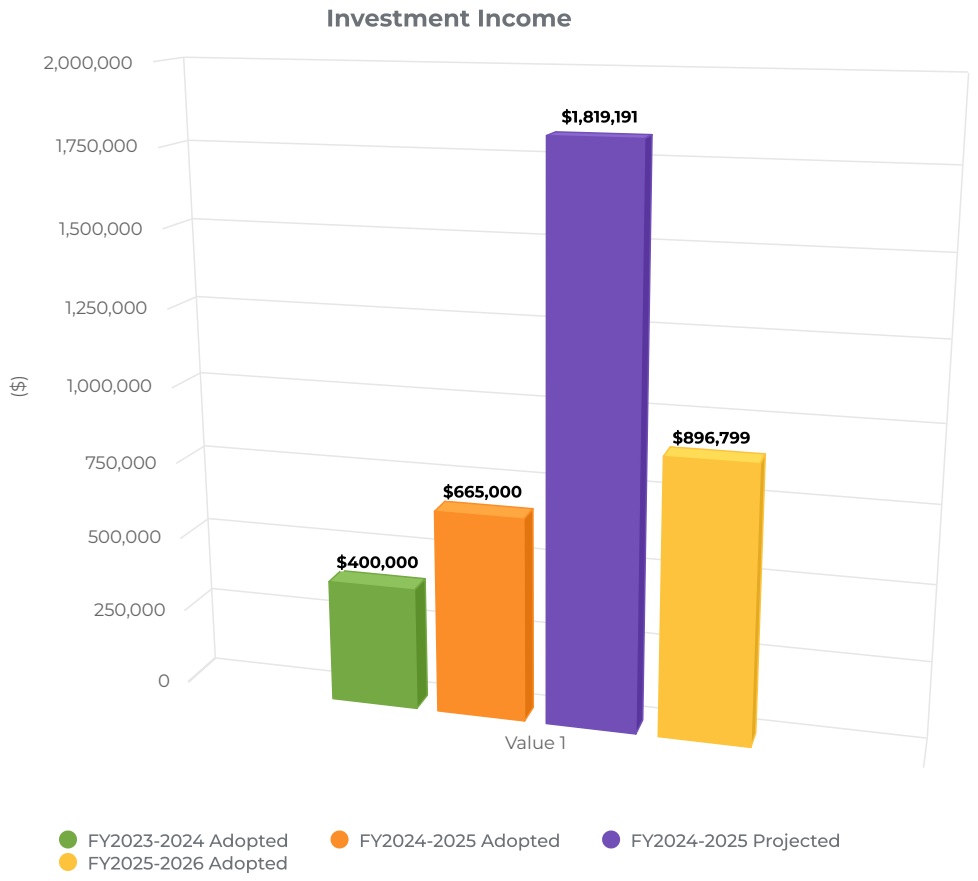
The State provides local school districts with partial reimbursement for approved school construction projects. The current reimbursement rate for South Kingstown is 35%. In the past, the Library Aid reimbursement rate for South Kingstown was 25%. This State Aid provides financial support to assist with debt service related to school capital improvements and library constructions and capital improvements to any free public library.



Interest on Investments

Interest on Investments

This includes amounts earned on cash deposits and from temporary investments made when Town funds, in a given period, exceed the Town's immediate disbursement needs. The revenue budgeted is considered after reviewing financial management, investment, and historical performance data to determine a conservative increase. In May 2016, the Town Council adopted an Investment Policy Statement that conforms to applicable State of Rhode Island investment statutes and Government Finance Officers Association's best practices. In doing so, the Town has established a comprehensive framework for the investment of all of the Town's funds (other than those funds covered under separate investment agreements) and has provided guidelines and objectives for these funds. With the assistance of the Town's Investment Advisor, the Town seeks to maximize its return on investments while remaining in compliance with federal and state laws concerning investment of municipal funds. Through the advisor the Town is able access investments in high quality securities such as U.S. Treasury and Federal Agency securities. The Investment Advisor also assists the Town with management of credit risk and investment performance evaluation and reporting.

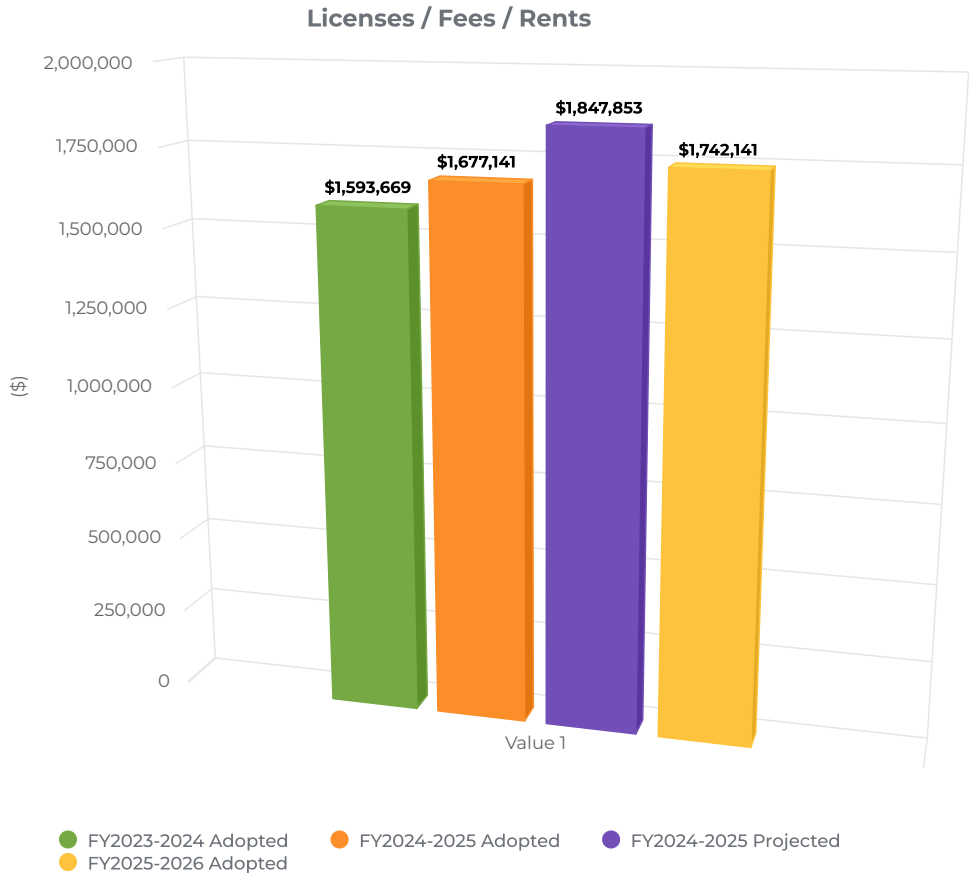


Licenses / Fees / Rents

Rental of Town Property
Revenues are derived from the rental of town-owned property, and from the rental of tower space for telecommunications. Revenues are estimated based on contractual agreements for a variety of uses, such as the operations at Marina Park, including a marina and boatyard, a yacht club, and a restaurant, as well as operations at the Peace Dale Office Building, including passive arts and crafts, and other office space. The revenues associated with the rental of the Peace Dale Office Building are contained in the PDOB Fund, which is self-sustaining and does not require any tax support for operating.

Licenses & Permits
The Town charges for business and non-business licenses and fees. This category includes many of the business revenues that are received in the Town Clerk's Office related to alcohol, victualling, peddlers, yard sales, and other miscellaneous business licenses. Non-business type revenues include recording fees, probate fees, marriage license, and dog license revenues. The Building and Zoning Official's Office also collects revenues associated with building, electrical, plumbing, and mechanical activity.

Real Estate Conveyance Tax
Real Estate Conveyance Tax collections are shared between the State and the municipality within which the property is located. The State imposes a tax on each deed, instrument, or writing by which interests in real estate are conveyed to a purchaser, when the value of the transfer is greater than $100. The tax rate is $2.00 per $500, or a fractional part, of the purchase price, equating to a 0.4% tax rate.

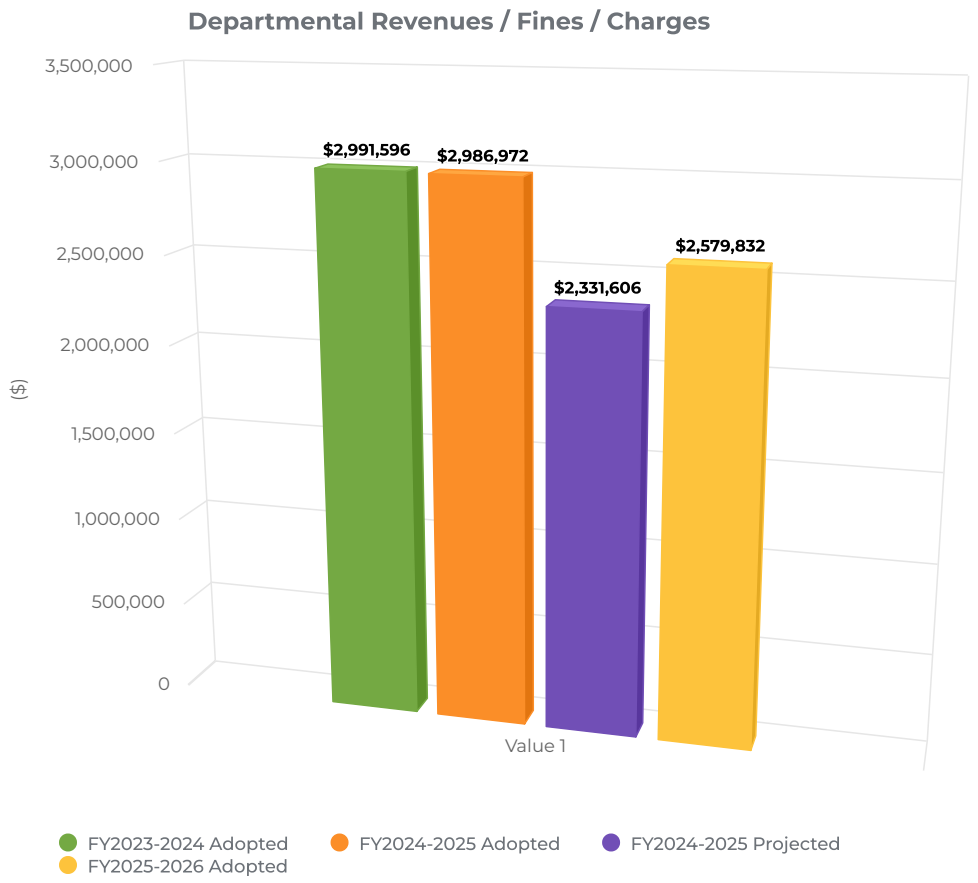


Departmental Revenues / Fines / Charges

Departmental Revenue/Fines/Charges

These include a variety of revenues that the general fund, special revenue funds, and enterprise funds receive for services that it provides to the public and other organizations. The types of revenues collected by the Town include copy charges, municipal lien certificates, police fees and fines attributable to parking tickets, VIN checks, court fines, Town detail administration fees, animal control fines, public works inspection fees, beach and recreation programs, and library fines generated from overdue materials.

Beginning in FY 2025-26, the revenue received by the General Fund from other funds for the services provided by the Facilities Department in maintaining other funds facilities will be moved from the Department Revenues subgroup to the Operating Transfers In subgroup, per a request of the Town's auditors.

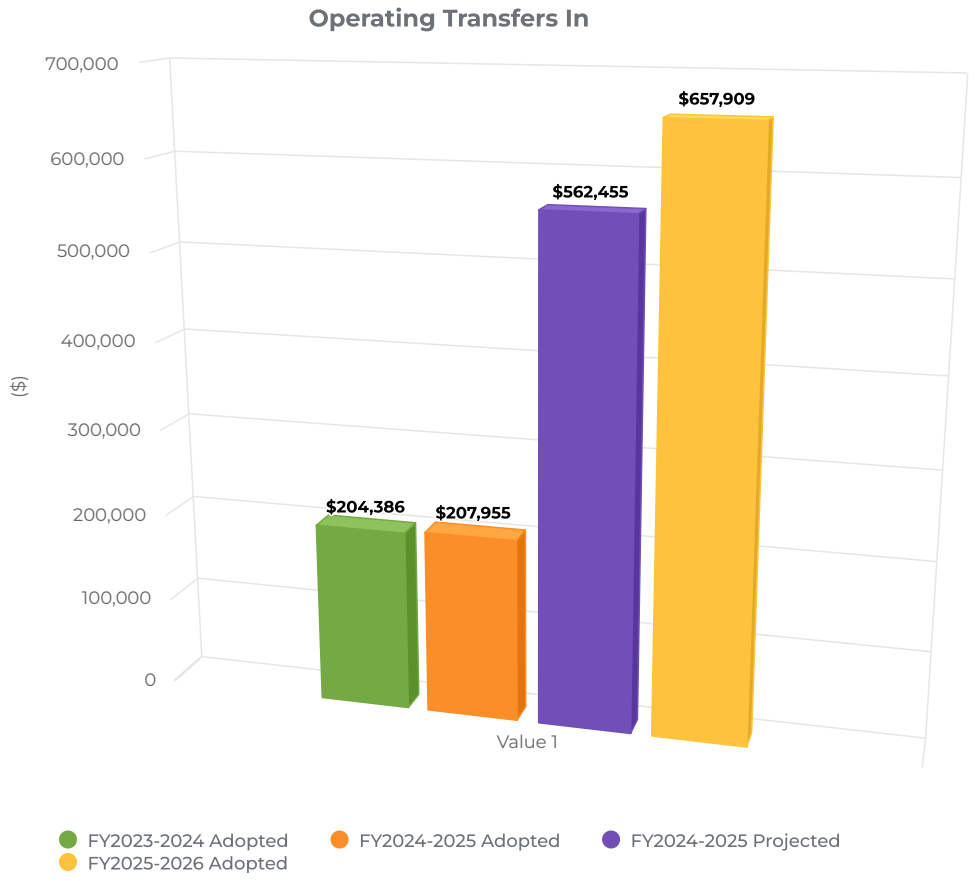


Operating Transfers In

Operating Transfers

Support services provided to special revenue funds, enterprise funds, and the School Operating Fund are reimbursed and recognized in the Town's operating fund, the General Fund. These transfers support services provided for payroll and accounting oversight, recreation field maintenance, and partially support the School Resource Officers (SROs). The cost allocation is reviewed annually to ensure adequate funding for the services provided. Operating transfers are also revenues received from other sources to support debt service, open space acquisitions, and capital improvements. The most commonly used reserve funds are Fair Share Development Fees from new construction, open space reserve funds generated through the real estate conveyance tax received, and South Road Reserve Funds.

Beginning in FY 2025-26, the revenue received by the General Fund from other funds for the services provided by the Facilities Department in maintaining other funds facilities will be moved from the Department Revenues subgroup to the Operating Transfers In subgroup, per a request of the Town's auditors.



Operating Transfers Out

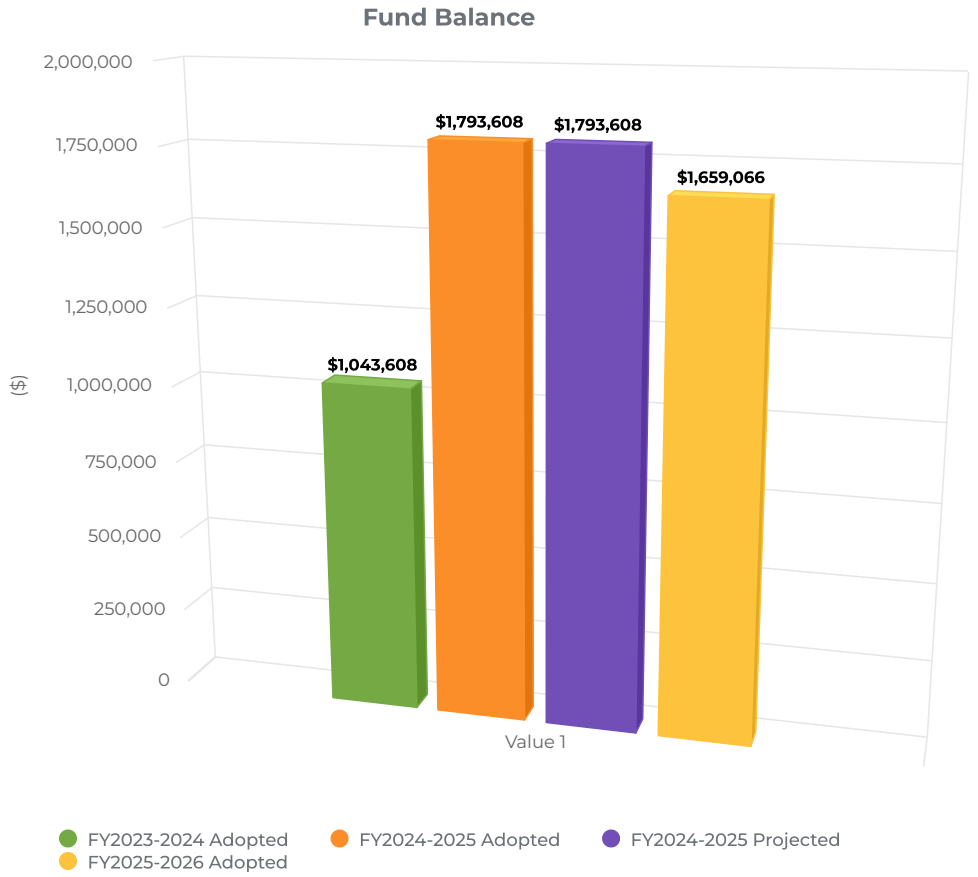
Operating Transfers Out

This section of the Town's General Fund Budget is reserved for Property Tax Revenue to be allocated to support other Governmental Operating Funds of the Town. These would include the School Department Operaitng Fund, the Senior Services Fund, the Community Recreation Center Fund, the Debt Service Fund & the Wastewater Enterprise Fund.

Use of Fund Balance

Fund Balance

In May 2016, the Town Council amended the Fund Balance Policy originally adopted in June 2011, which now states in part, "the Town will maintain an unassigned fund balance in the range of 10% to 17% of the General Fund." For this purpose, the general fund budget shall include the municipal and transfers-out to support other funds, with the majority of these funds supporting the school department. The Adopted Budget for FY 2025-2026 includes the use of $1,659,066 of the Town's Unassigned Fund balance, which is a decrease from the current year, which was budgeted at $1,793,608.



All Funds - Comprehensive Summary

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Projected	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Beginning Fund Balance:	N/A	N/A	N/A	N/A	N/A	N/A
Revenues						
General Property Taxes	$76,475,793	$76,419,406	$59,908,374	$76,879,018	$76,991,305	$79,090,751
Wastewater Enterprise Fund Revenues	$378,000	$419,773	$289,024	$408,500	$408,500	$418,000
State Aid - Town	$6,000	$4,500	$1,500	$6,000	$6,000	$6,000
Licenses & Permits	$1,949,271	$2,087,532	$1,547,443	$2,251,884	$1,997,249	$2,077,913
Solid Waste Enterprise Fund Revenue	$853,950	$888,886	$603,159	$798,500	$923,203	$939,550
Operating Transfer In	$2,659,495	$3,671,993	$1,063,905	$3,104,569	$2,750,069	$4,228,407
Dept. Revenues/Fines/Charges	$3,002,104	$2,240,874	$1,882,280	$2,341,606	$2,998,072	$2,589,432
Community Rec Center Revenues	$274,835	$271,262	$219,935	$262,000	$272,220	$261,620

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Projected	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Guild Revenues	$762,217	$794,448	$507,703	$802,022	$843,402	$920,086
Senior Center Program	$9,395	$7,020	$5,605	$6,800	$8,400	$9,300
Usage Fees	$5,594,832	$8,207,478	$4,526,335	$5,532,155	$5,878,597	$6,123,356
Revenue from Investments	$572,600	$3,278,948	$2,069,637	$2,692,147	$848,466	$1,148,875
Miscellaneous Revenue	$43,996	$260,038	$53,227	$45,027	$85,352	$99,260
Operating Transfers Out	-$58,219,707	-$59,069,707	-$38,128,317	-$58,209,958	-$58,209,958	-$59,276,569
Fund Balance Applied	$1,371,929	$5,146,056	$0	$2,236,554	$2,113,158	$2,754,382
State/ Federal Aid	$6,549,031	$6,470,049	$5,206,554	$6,805,282	$6,832,097	$6,842,707
Water Enterprise Fund Revenues	$5,000	$4,623	$1,909	$3,750	$5,000	$5,000
Municipal Appropriation-Education	$55,994,773	$55,994,773	$32,663,618	$0	$55,994,773	$55,994,773
Use of Fund Balance	$270,400	$0	$0	$0	$0	$77,189
Local Revenue Sources	$300,000	$373,620	$370,269	$0	$274,500	$423,600
State Education Aid	$5,595,507	$5,814,852	$3,268,392	$0	$5,689,391	$5,633,447
Federal Direct Education Aid	$475,000	$384,196	$350,518	$0	$500,000	$525,000
Other Items	$0	$0	$0	$0	$0	$608,295
Miscellaneous Grants	$89,553	$83,384	$48,366	$86,726	$63,398	$82,026
Federal Grants - Operating	$0	$0	$8,520	$0	$0	$0
Total Revenues:	**$105,013,974**	**$113,754,006**	**$76,467,955**	**$46,052,582**	**$107,273,195**	**$111,582,400**
Expenditures						
Employee Compensation- Salaries	$31,615,844	$30,613,671	$15,035,565	$0	$29,993,989	$31,294,286
Employee Compensation- Benefits	$14,018,428	$13,365,879	$7,216,991	$0	$13,927,116	$13,993,108
Purchased Professional/ Technical Svs	$1,883,494	$1,700,480	$1,140,286	$0	$1,759,231	$2,055,559
Purchased Property Services	$830,424	$963,739	$590,559	$0	$894,101	$963,296
Other Purchased Services	$12,378,289	$12,245,994	$6,133,764	$0	$13,861,843	$12,974,532
Supplies and Materials	$1,635,117	$1,575,774	$884,468	$0	$1,737,989	$1,675,359
Property/ Capital Projects and Purchases	$202,198	$193,523	$151,002	$0	$211,921	$226,396
Debt Service/ Misc Expenditures	$71,885	$284,360	$48,302	$0	$72,474	$79,768
Other Items	$0	$80,000	$872,350	$0	$0	$0
Wages	$18,953,322	$17,803,442	$12,819,466	$20,083,940	$19,611,211	$20,798,058
Benefits	$8,424,429	$8,040,980	$5,298,246	$8,369,419	$8,959,414	$9,487,280
Services	$8,987,903	$8,322,081	$6,572,158	$8,840,351	$9,390,714	$10,864,372
Capital Outlay	$4,080,301	$5,320,068	$6,505,691	$5,121,568	$4,487,668	$4,931,634
Commodities	$1,909,385	$1,519,300	$1,458,587	$1,979,519	$2,167,520	$2,040,746
Contributions to Human Services and Outside Agencies	$22,955	$20,117	$195,168	$174,501	$198,005	$198,005
Total Expenditures:	**$105,013,974**	**$102,049,408**	**$64,922,603**	**$44,569,298**	**$107,273,196**	**$111,582,399**
Total Revenues Less Expenditures:	**$0**	**$11,704,597**	**$11,545,353**	**$1,483,284**	**-$1**	**$0**
Ending Fund Balance:	**N/A**	**N/A**	**N/A**	**N/A**	**N/A**	**N/A**

FUNDING SOURCES

General Fund Revenue - By Source Type

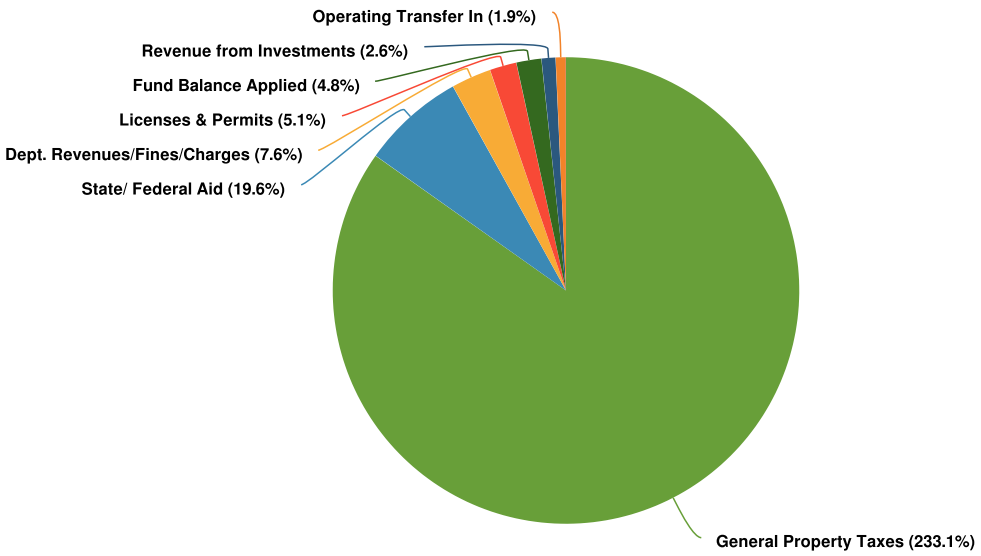
This portion of the budget is composed of the following sections:

1) General Fund Revenue - By Source Type
2) General Fund Revenue - Detail Summary

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Projected	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
General Fund						
General Property Taxes	$76,475,793	$76,419,406	$59,908,374	$76,879,018	$76,991,305	$79,090,751
State Aid - Town	$6,000	$4,500	$1,500	$6,000	$6,000	$6,000
Licenses & Permits	$1,593,669	$1,673,827	$1,259,301	$1,847,853	$1,677,141	$1,742,141
Operating Transfer In	$204,386	$557,885	$213,415	$562,455	$207,955	$657,909
Dept. Revenues/Fines/Charges	$2,991,596	$2,232,312	$1,875,872	$2,331,606	$2,986,972	$2,579,832
Usage Fees	$0	$104	$237	$237	$0	$0
Revenue from Investments	$400,000	$2,405,724	$1,371,523	$1,819,191	$665,000	$896,799
Miscellaneous Revenue	$0	$79,880	$22,503	$0	$0	$0
Operating Transfers Out	-$58,219,707	-$59,069,707	-$38,128,317	-$58,209,958	-$58,209,958	-$59,276,569
Fund Balance Applied	$1,043,608	$1,043,608	$0	$1,793,608	$1,793,608	$1,659,066
State/ Federal Aid	$6,329,572	$6,275,542	$5,151,739	$6,615,282	$6,627,097	$6,667,707
Federal Grants - Operating	$0	$0	$8,520	$0	$0	$0
Total General Fund:	**$30,824,917**	**$31,623,082**	**$31,684,666**	**$33,645,292**	**$32,745,120**	**$34,023,636**

General Fund Revenue - Detail Summary

Projected 2026 Revenues by Source



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Revenue Source						

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
General Property Taxes						
Current Taxes	10100000-411010	$75,173,921	$74,300,208	$58,351,126	$75,682,607	$77,912,053
1st Year Prior - Real Estate	10100000-411020	$530,000	$89,996	$183,000	$530,000	$400,000
2nd Year Prior - Real Estate	10100000-411030	$0	$106,755	$52,673	$0	$0
3rd Year Prior - Real Estate	10100000-411040	$0	$13,159	$11,003	$0	$0
4th Year Prior - Real Estate	10100000-411050	$0	$3,182	$470	$0	$0
5th Year Prior - Real Estate	10100000-411060	$0	$641	$0	$0	$0
6th Year Prior - Real Estate	10100000-411070	$0	$637	$0	$0	$0
7th Year Prior & Older - RE	10100000-411080	$0	$1,137	$0	$0	$0
2nd Year Prior - Motor Vehicle	10100000-411130	$0	$12,675	$0	$0	$0
3rd Year Prior - Motor Vehicle	10100000-411140	$0	$2,123	$801	$0	$0
4th Year Prior - Motor Vehicle	10100000-411150	$0	$2,416	$261	$0	$0
5th Year Prior - Motor Vehicle	10100000-411160	$0	$481	$39	$0	$0
6th Year Prior - Motor Vehicle	10100000-411170	$0	$1,101	$55	$0	$0
7th Year Prior & Older - MV	10100000-411180	$0	$3,245	$969	$0	$0
Current Year - Tangibles	10100000-411210	$0	$1,166,236	$799,498	$0	$0
1st Year Prior - Tangibles	10100000-411220	$0	$3,506	$1,802	$0	$0
2nd Year Prior - Tangibles	10100000-411230	$0	$2,458	$276	$0	$0
3rd Year Prior - Tangibles	10100000-411240	$0	$445	$20	$0	$0
4th Year Prior - Tangibles	10100000-411250	$0	$300	$20	$0	$0
5th Year Prior - Tangibles	10100000-411260	$0	$24	$20	$0	$0
6th Year Prior - Tangibles	10100000-411270	$0	$0	$22	$0	$0
7th Year Prior & Older - TNG	10100000-411280	$0	$314	$733	$0	$0
Interest On Taxes	10100000-412010	$350,000	$289,277	$154,625	$350,000	$350,000
Collection Fees	10100000-412020	-$1,750	-$4,194	-$421	-$1,750	-$1,750
South County Hospital	10100000-413010	$185,000	$156,373	$140,349	$185,000	$185,000

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
South Kingstown Housing Auth.	10100000-413010	$18,000	$9,695	$0	$24,979	$24,979
Camp Jori	10100000-413010	$7,900	$6,386	$6,386	$7,900	$7,900
SK Land Trust	10100000-413010	$5,000	$4,056	$4,056	$5,000	$5,000
Lacasa Apartments (G) (J)	10100000-413010	$47,702	$46,476	$47,049	$47,049	$47,049
Bayberry Courts	10100000-413010	$7,920	$7,920	$7,920	$7,920	$7,920
Stone Soup Affordable Units	10100000-413010	$2,100	$3,343	$2,654	$2,600	$2,600
Indian Run	10100000-413010	$150,000	$189,036	$142,970	$150,000	$150,000
Total General Property Taxes:		**$76,475,793**	**$76,419,406**	**$59,908,374**	**$76,991,305**	**$79,090,751**
State Aid - Town						
State Grants - Operating	10120000-450200	$6,000	$4,500	$1,500	$6,000	$6,000
Total State Aid - Town:		**$6,000**	**$4,500**	**$1,500**	**$6,000**	**$6,000**
Licenses & Permits						
Town Clerk Bus License & Fees	10113000-430130	$0	$1,375	$850	$1,200	$1,200
Alcohol	10113000-430130	$53,580	$53,884	$56,140	$53,200	$56,140
Victuals	10113000-430130	$6,000	$6,100	$6,000	$6,000	$6,000
Bingo	10113000-430130	$500	$840	$210	$300	$300
Sunday	10113000-430130	$5,500	$6,300	$6,100	$5,700	$5,800
Tourist	10113000-430130	$4,060	$4,090	$3,590	$4,090	$4,090
Pool	10113000-430130	$25	$0	$0	$0	$0
Junk	10113000-430130	$200	$100	$5,300	$100	$100
Parks	10113000-430130	$3,540	$3,110	$3,400	$3,540	$3,540
Peddler	10113000-430130	$130	$210	$80	$110	$110
Dance	10113000-430130	$1,000	$850	$950	$1,000	$1,000
Firearms	10113000-430130	$165	$165	$5	$165	$165
Detective	10113000-430130	$450	$450	$150	$450	$450
Bowling Alley	10113000-430130	$480	$480	$480	$480	$480

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Building Permits	10117000-430140	$330,000	$459,770	$334,500	$405,000	$455,000
Electrical Permits	10117000-430140	$57,700	$67,391	$40,524	$56,000	$60,000
Plumbing Permits	10117000-430140	$20,000	$28,547	$16,045	$24,000	$25,000
Mechanical Permits	10117000-430140	$45,000	$77,383	$53,757	$75,000	$75,000
Sign Permits	10117000-430140	$200	$1,128	$525	$400	$450
Zoning Filing Fee	10117000-430140	$11,000	$9,695	$3,960	$9,000	$9,000
Building Code Filing	10117000-430140	$225	$383	$0	$225	$225
Zoning Certificate	10117000-430140	$500	$1,290	$1,455	$600	$1,000
Bldg Inspector License & Fees	10117000-430140	$0	$250	$900	$0	$0
Non-Business License & Fees	10113000-430150	$0	$0	$14	$0	$0
Vitals Copies	10113000-430150	$35,000	$35,784	$29,679	$36,000	$36,000
Recording/Filing	10113000-430150	$300,000	$201,280	$146,399	$250,000	$250,000
Probate Fees & Notices	10113000-430150	$65,000	$68,718	$41,032	$64,000	$64,000
Dog Licenses	10113000-430150	$8,000	$7,504	$1,200	$8,000	$8,000
Marriage Licenses	10113000-430150	$1,200	$1,016	$856	$1,400	$1,400
Other Misc (Hunting & Fishing)	10113000-430150	$0	$0	$9	$0	$0
Land Evidence	10113000-430150	$12,000	$8,621	$5,768	$9,000	$9,000
Real Estate Conveyance Fees	10113000-430160	$166,000	$136,498	$132,861	$166,000	$166,000
Rental Of Town Properties	10100000-430170	$0	$0	$26,911	$0	$0
Cingular (Was AT&T)	10100000-430170	$39,007	$48,960	$33,454	$39,007	$45,000
PCS Metro Public Svc Bldg	10100000-430170	$18,207	$20,930	$14,378	$18,207	$18,500
Verizon/Comm Perry	10100000-430170	$16,776	$17,280	$11,744	$16,776	$17,000
Rental Of Town Properties	10100000-430170	$36,687	$37,604	$25,608	$36,687	$36,687
Agricultural Field Lease	10100000-430170	$2,500	$2,500	$0	$2,500	$2,500
SC Hospital - Parking	10100000-430170	$6,624	$6,757	$6,892	$6,892	$6,892
Marina Park Assoc	10100000-430170	$26,805	$27,438	$18,721	$32,882	$32,882

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Stone Cove Marina	10100000-430170	$78,802	$80,378	$54,387	$84,548	$84,548
Ram Point Marina	10100000-430170	$78,324	$81,557	$55,459	$84,953	$84,953
Pt Judith Yacht Club	10100000-430170	$55,202	$56,306	$38,098	$59,027	$59,027
URI Sailing Club	10100000-430170	$16,136	$16,570	$17,067	$17,067	$17,067
Hanson's Pub	10100000-430170	$91,144	$94,334	$63,843	$97,635	$97,635
Total Licenses & Permits:		**$1,593,669**	**$1,673,827**	**$1,259,301**	**$1,677,141**	**$1,742,141**
Operating Transfer In						
Interfund Computer Services	10114000-440025	$32,966	$32,966	$39,869	$39,869	$0
PDOB Fund	10100000-490302	$0	$21,565	$0	$0	$24,800
Senior Services Fund	10100000-490304	$0	$72,942	$0	$0	$83,883
Neighborhood Guild Fund	10100000-490306	$0	$115,397	$0	$0	$132,707
Transfer in from Guild	10140000-490306	$0	$0	$5,460	$0	$0
Recreation Center Fund	10100000-490308	$0	$140,614	$0	$0	$161,706
Water Fund	10100000-490702	$0	$745	$0	$0	$857
Wastewater Fund	10100000-490704	$0	$2,236	$0	$0	$2,571
Healthcare Management Fund	10100000-490802	$0	$0	$0	$0	$76,500
School Field Maintenance	10140000-491003	$93,190	$93,190	$96,527	$96,527	$101,000
Payroll & Accounting	10114000-491007	$9,000	$9,000	$0	$0	$0
School Resource Officer	10120000-491011	$69,230	$69,230	$71,559	$71,559	$73,885
Total Operating Transfer In:		**$204,386**	**$557,885**	**$213,415**	**$207,955**	**$657,909**
Dept. Revenues/Fines/Charges						
Motor Vehicle Violations	10113000-430180	$75,000	$10,438	$22,198	$45,000	$45,000
Court Fees - Town	10113000-430180	$10,000	$2,491	$6,912	$10,000	$10,000
Municipal Court Fines	10113000-430180	$15,000	$365	$1,040	$15,000	$15,000
Parking Tickets	10113000-430180	$75,000	$11,410	$30,525	$40,000	$40,000
Min Housing Lien/Penalties	10113000-430180	$9,000	$0	$0	$9,000	$5,000

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Planning Department	10113000-430180	$5,000	$8,870	$7,950	$5,000	$5,000
Copy Charge	10116000-440005	$2,500	$2,889	$1,598	$2,500	$2,500
GIS Program Revenue	10116005-440020	$200	$180	$108	$200	$200
Miscellaneous - Town	10100000-440030	$566,451	$2,782	$6,399	$575,000	$50,000
ChargePoint Charging Stations	10100000-440030	$630	$563	$0	$630	$630
Tax Collector Lien Cert	10100000-440030	$25,500	$14,450	$9,350	$15,000	$15,000
Town Clerk Copies & Maps	10113000-440030	$3,000	$2,228	$1,827	$3,000	$3,000
Finance Misc	10114000-440030	$0	$1	$1	$0	$0
State Of RI Beach Receipts	10114000-440030	$44,500	$48,839	$51,380	$44,500	$48,500
Narragansett Police Patrols	10120000-440030	$8,000	$8,000	$8,000	$8,000	$8,000
Pub Works Row Permits	10130000-440030	$1,100	$1,505	$750	$1,200	$1,200
Pub Works Licenses	10130000-440030	$1,600	$1,145	$675	$1,000	$1,000
Pub Works Inspection Fees	10130000-440030	$6,500	$0	$0	$0	$0
Pub Wrk Soil Erosion Run Off	10130000-440030	$8,000	$11,350	$8,050	$11,000	$11,000
Detail Admin Fees	10120000-440100	$1,500	$1,780	$2,259	$1,500	$1,800
District Court Fines	10120000-440100	$200	$121	$63	$200	$100
Fingerprint Fees	10120000-440100	$600	$720	$520	$600	$600
VIN Fees	10120000-440100	$10,000	$12,190	$8,800	$10,000	$10,000
Parking Tickets	10120000-440100	$20,000	$17,950	$0	$0	$0
State Fines	10120000-440100	$90,000	$53,899	$30,589	$45,000	$50,000
Misc Police	10120000-440100	$1,500	$3,100	$1,776	$1,500	$1,500
Vehicle Use	10120000-440100	$125,000	$81,546	$104,736	$125,000	$100,000
Copies	10120000-440100	$5,500	$5,927	$4,075	$5,500	$5,500
Constable Cost Share	10120000-440100	$3,720	$3,380	$3,000	$3,480	$3,000
EMS Billing Services	10122001-440105	$925,000	$925,000	$1,000,000	$1,000,000	$1,185,000
EMS Medical Stand By Fees	10122001-440107	$0	$2,554	$1,859	$1,000	$1,000

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Communications Dept Revenue	10121000-440115	$1,500	$4,744	$1,550	$2,502	$2,502
Narragansett - Dog Pound	10120073-440130	$70,500	$70,500	$70,500	$70,500	$70,500
Animal Control Fees	10120071-440135	$700	$710	$250	$700	$700
Dog/Cats Licenses And Fines	10120071-440140	$4,700	$4,343	$2,816	$4,700	$4,700
Boat Mooring Fees	10140090-440145	$38,000	$42,864	$4,432	$38,500	$38,500
Park Rental Revenue	10140000-440200	$35,000	$45,224	$31,214	$39,000	$41,000
Town Beach Parking	10140000-440205	$302,550	$258,840	$115,604	$284,300	$260,590
Misc Beach Receipts	10140000-440210	$6,000	$3,300	$4,400	$7,350	$7,720
Recreation Department Revenue	10140000-440215	$119,450	$138,112	$95,537	$135,220	$124,670
Recreation Self-Supp Programs	10140000-440220	$194,750	$223,806	$170,590	$235,300	$216,500
Rec Dept - Outside Sponsors	10140000-440230	$3,200	$0	$0	$1,700	$1,700
Stepping Stone Hazard Trust	10140000-440235	$20,000	$29,663	$15,217	$20,000	$20,000
Stepping Stone Creative Act.	10140000-440240	$72,875	$71,812	$37,255	$69,120	$69,120
Stepping Stone Self-Support	10140000-440245	$0	$0	$2,770	$4,800	$4,800
Libraries	10150000-440350	$0	$0	$3,449	$0	$0
Narragansett Library Assoc	10150000-440350	$47,000	$61,774	$0	$54,000	$60,000
Kingston Free Library	10150000-440350	$27,000	$31,895	$0	$29,500	$30,000
Nathaniel/Mabel Smith Fund	10150000-440350	$3,300	$3,340	$3,449	$3,390	$3,500
Library Fines	10150000-440360	$70	$109	$133	$100	$100
Library Fines	10150000-440360	$500	$843	$425	$1,180	$600
Library Fines	10150000-440360	$4,500	$4,760	$1,840	$5,300	$3,100
Total Dept. Revenues/Fines/Charges:		**$2,991,596**	**$2,232,312**	**$1,875,872**	**$2,986,972**	**$2,579,832**
Usage Fees						
Interest On Delinquent Payt	10100000-418130	$0	$104	$237	$0	$0
Total Usage Fees:		**$0**	**$104**	**$237**	**$0**	**$0**
Revenue from Investments						

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Investment Income	10100000-460010	$400,000	$2,057,194	$1,002,332	$665,000	$896,799
GASB 31 Change	10100000-460500	$0	$348,531	$369,191	$0	$0
Total Revenue from Investments:		**$400,000**	**$2,405,724**	**$1,371,523**	**$665,000**	**$896,799**
Miscellaneous Revenue						
Miscellaneous Revenue	10122001-470010	$0	$10,883	$22,503	$0	$0
Nat'l Grid Elec Rebate/Solar	10100000-470020	$0	$68,997	$0	$0	$0
Total Miscellaneous Revenue:		**$0**	**$79,880**	**$22,503**	**$0**	**$0**
Operating Transfers Out						
School Fund	10100000-498110	-$55,994,773	-$55,994,773	-$37,329,849	-$55,994,773	-$55,994,773
Senior Services Fund	10100000-498304	-$518,182	-$518,182	-$524,721	-$524,721	-$507,894
Comm Rec Center Operate	10100000-498308	-$387,000	-$387,000	-$273,747	-$410,621	-$438,893
Debt Service Tax Transfer	10100000-498400	-$1,315,752	-$1,315,752	$0	-$1,275,843	-$2,331,009
Wastewater Operations	10100000-498704	-$4,000	-$4,000	$0	-$4,000	-$4,000
Misc Tax Dollar Transfers	10100000-498999	$0	-$850,000	$0	$0	$0
Total Operating Transfers Out:		**-$58,219,707**	**-$59,069,707**	**-$38,128,317**	**-$58,209,958**	**-$59,276,569**
Fund Balance Applied						
Designated F/B - CIP	10100000-499040	$275,000	$275,000	$0	$1,793,608	$1,659,066
Designated F/B - General	10100000-499060	$768,608	$768,608	$0	$0	$0
Total Fund Balance Applied:		**$1,043,608**	**$1,043,608**	**$0**	**$1,793,608**	**$1,659,066**
State/ Federal Aid						
PILOT - Federal Aid	10100000-414010	$8,000	$7,751	$0	$8,000	$8,000
State PILOT Program	10100000-420010	$210,000	$187,050	$186,342	$186,342	$180,975
Public Services Corp Tax	10100000-420011	$379,714	$418,487	$451,761	$418,487	$433,444
Meals & Beverage Tax	10100000-420012	$1,228,189	$1,101,517	$884,370	$1,304,226	$1,245,709
State Library General Aid	10150000-420015	$238,394	$238,394	$120,386	$232,864	$251,981
State Library Endowment Aid	10150000-420016	$20,006	$20,006	$21,667	$20,955	$22,962
MV Excise Tax Phase-Out	10100000-420017	$3,930,455	$3,930,455	$2,942,658	$3,930,455	$3,930,455

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Hotel Tax	10100000-420018	$314,814	$371,532	$333,004	$321,941	$382,802
Cannabis Local Tax	10100000-420021	$0	$349	$172	$0	$0
State Tangible Reimbursement	10100000-420022	$0	$0	$211,379	$203,827	$211,379
Total State/ Federal Aid:		**$6,329,572**	**$6,275,542**	**$5,151,739**	**$6,627,097**	**$6,667,707**
Federal Grants - Operating						
Federal Grants - Operating	10120000-450100	$0	$0	$8,520	$0	$0
Total Federal Grants - Operating:		**$0**	**$0**	**$8,520**	**$0**	**$0**
Total Revenue Source:		**$30,824,917**	**$31,623,082**	**$31,684,666**	**$32,745,120**	**$34,023,636**

DEPARTMENTS

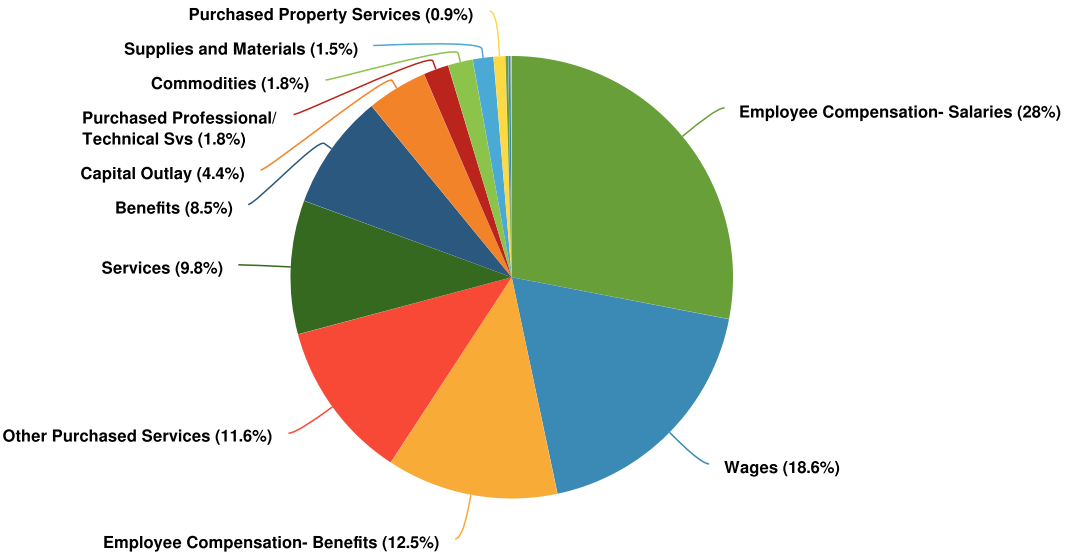
Departments

This portion of the budget is composed of the following components:

1) General Fund
2) Peace Dale Office Building Fund
3) Senior Services Fund
4) Neighborhood Guild Fund
5) Community Recreation Center Fund
6) Debt Service Fund
7) Water Enterprise Fund
8) Wastewater Enterprise Fund
9) Solid Waste Enterprise Fund
10) School Operating Fund

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
All Funds					
General Fund					
Wages	$16,454,962	$15,541,097	$11,273,096	$16,982,112	$17,859,558
Benefits	$7,355,186	$7,011,997	$4,603,894	$7,790,987	$8,221,808
Services	$3,372,333	$3,259,880	$2,726,053	$3,815,918	$3,922,980
Capital Outlay	$2,386,622	$2,466,946	$2,572,860	$2,526,880	$2,542,056

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Commodities	$1,232,860	$954,698	$849,888	$1,431,220	$1,279,229
Contributions to Human Services and Outside Agencies	$22,955	$20,117	$195,168	$198,005	$198,005
Total General Fund:	**$30,824,918**	**$29,254,735**	**$22,220,957**	**$32,745,121**	**$34,023,636**
School Fund					
Employee Compensation- Salaries	$31,615,844	$30,613,671	$15,035,565	$29,993,989	$31,294,286
Employee Compensation- Benefits	$14,018,428	$13,365,879	$7,216,991	$13,927,116	$13,993,108
Purchased Professional/ Technical Svs	$1,883,494	$1,700,480	$1,140,286	$1,759,231	$2,055,559
Purchased Property Services	$830,424	$963,739	$590,559	$894,101	$963,296
Other Purchased Services	$12,378,289	$12,245,994	$6,133,764	$13,861,843	$12,974,532
Supplies and Materials	$1,635,117	$1,575,774	$884,468	$1,737,989	$1,675,359
Property/ Capital Projects and Purchases	$202,198	$193,523	$151,002	$211,921	$226,396
Debt Service/ Misc Expenditures	$71,885	$284,360	$48,302	$72,474	$79,768
Other Items	$0	$80,000	$872,350	$0	$0
Total School Fund:	**$62,635,680**	**$61,023,420**	**$32,073,286**	**$62,458,664**	**$63,262,304**
Peace Dale Office Bldg. Fund					
Wages	$14,281	$14,140	$6,282	$9,595	$9,847
Benefits	$5,616	$4,644	$2,296	$3,537	$3,675
Services	$64,353	$37,882	$32,953	$70,529	$51,242
Capital Outlay	$18,755	$27,559	$38,000	$20,446	$42,300
Commodities	$3,628	$1,732	$1,565	$3,852	$3,585
Total Peace Dale Office Bldg. Fund:	**$106,633**	**$85,956**	**$81,095**	**$107,959**	**$110,649**
Senior Services Fund					
Wages	$295,781	$263,624	$182,383	$303,373	$310,768
Benefits	$138,418	$129,362	$80,054	$142,832	$131,476
Services	$187,261	$85,548	$77,934	$190,717	$104,976
Capital Outlay	$80,069	$201,161	$38,859	$39,461	$140,490
Commodities	$28,312	$12,162	$9,585	$31,459	$20,096
Total Senior Services Fund:	**$729,841**	**$691,857**	**$388,815**	**$707,842**	**$707,805**
Neighborhood Guild Fund					
Wages	$259,868	$254,090	$180,063	$297,747	$332,841
Benefits	$93,165	$81,493	$58,810	$96,108	$104,870
Services	$502,396	$321,762	$325,004	$545,897	$376,564
Capital Outlay	$4,500	$194,096	$7,242	$3,200	$209,321
Commodities	$13,231	$10,501	$5,138	$17,770	$16,210
Total Neighborhood Guild Fund:	**$873,160**	**$861,942**	**$576,257**	**$960,722**	**$1,039,806**
Community Rec Center					
Wages	$204,563	$208,484	$144,312	$233,269	$251,555
Benefits	$68,475	$68,573	$48,539	$76,183	$82,078

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Services	$390,653	$267,248	$245,121	$392,162	$257,887
Capital Outlay	$31,212	$181,895	$66,835	$68,804	$259,545
Commodities	$14,310	$9,433	$12,205	$14,299	$13,449
Total Community Rec Center:	**$709,213**	**$735,634**	**$517,013**	**$784,718**	**$864,513**
Debt Service Fund					
Services	$1,915,386	$1,911,847	$1,162,903	$1,797,772	$3,467,446
Total Debt Service Fund:	**$1,915,386**	**$1,911,847**	**$1,162,903**	**$1,797,772**	**$3,467,446**
Water Enterprise Fund					
Wages	$291,323	$287,290	$201,729	$304,169	$334,302
Benefits	$114,264	$125,582	$88,121	$126,657	$146,749
Services	$434,995	$397,031	$371,917	$434,078	$446,033
Capital Outlay	$397,519	$327,870	$126,166	$436,197	$474,392
Commodities	$25,550	$16,489	$7,694	$28,050	$25,550
Total Water Enterprise Fund:	**$1,263,651**	**$1,154,262**	**$795,629**	**$1,329,151**	**$1,427,026**
Wastewater Enterprise Fund					
Wages	$1,357,169	$1,154,111	$769,759	$1,384,360	$1,545,296
Benefits	$616,843	$587,254	$385,406	$670,899	$741,467
Services	$1,386,595	$1,232,480	$1,038,471	$1,300,752	$1,377,267
Capital Outlay	$1,117,805	$1,878,646	$3,654,884	$1,349,836	$1,219,186
Commodities	$589,819	$514,179	$572,435	$639,095	$680,852
Total Wastewater Enterprise Fund:	**$5,068,231**	**$5,366,671**	**$6,420,954**	**$5,344,942**	**$5,564,068**
Solid Waste Enterprise Fund					
Wages	$75,375	$80,606	$61,843	$96,586	$153,891
Benefits	$32,461	$32,076	$31,127	$52,212	$55,159
Services	$733,932	$808,402	$591,802	$842,889	$859,978
Capital Outlay	$43,819	$41,894	$844	$42,844	$44,344
Commodities	$1,675	$106	$77	$1,775	$1,775
Total Solid Waste Enterprise Fund:	**$887,262**	**$963,085**	**$685,692**	**$1,036,305**	**$1,115,146**
Total All Funds:	**$105,013,974**	**$102,049,408**	**$64,922,603**	**$107,273,196**	**$111,582,399**

General Fund

This portion of the budget is composed of the following components:

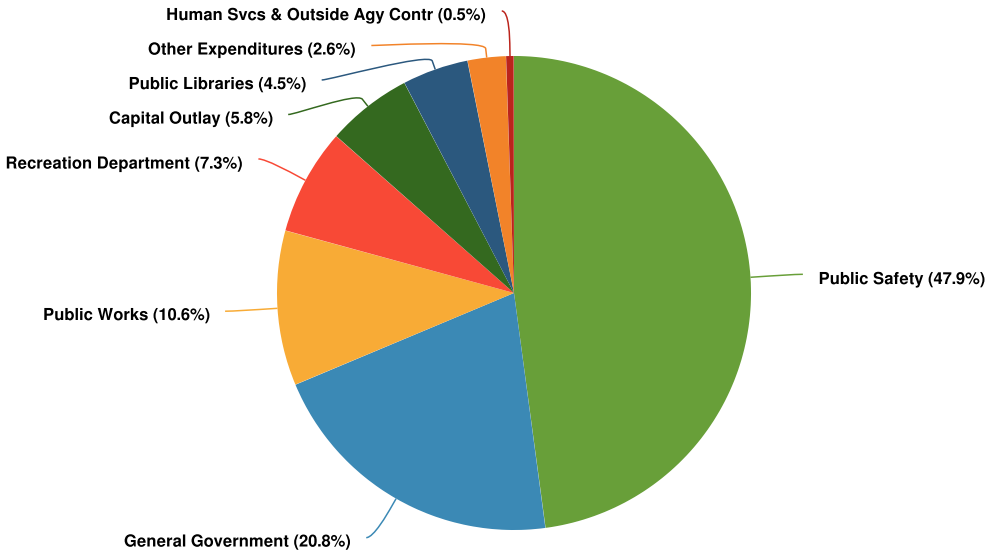
1) General Government
2) Public Safety
3) Public Services
4) Leisure Services
5) Public Libraries
6) Other Expenditures
7) Employment Benefits
8) Human Services & Outside Agencies
9) Capital Outlay

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Projected	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
General Fund						
Wages	$16,454,962	$15,541,097	$11,273,096	$17,671,022	$16,982,112	$17,859,558
Benefits	$7,355,186	$7,011,997	$4,603,894	$7,286,928	$7,790,987	$8,221,808
Services	$3,372,333	$3,259,880	$2,726,053	$3,590,981	$3,815,918	$3,922,980
Capital Outlay	$2,386,622	$2,466,946	$2,572,860	$2,480,261	$2,526,880	$2,542,056
Commodities	$1,232,860	$954,698	$849,888	$1,247,870	$1,431,220	$1,279,229
Contributions to Human Services and Outside Agencies	$22,955	$20,117	$195,168	$174,501	$198,005	$198,005
Total General Fund:	**$30,824,918**	**$29,254,735**	**$22,220,957**	**$32,451,563**	**$32,745,121**	**$34,023,636**

Expenditures by Function

Budgeted Expenditures by Function



Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Projected	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expenditures						
General Government						
Town Council						
Town Council	$27,559	$26,301	$21,052	$33,005	$33,405	$33,381
Budget Referendum	$9,841	$0	$0	$15,256	$15,256	$15,256
Legal Staff	$242,223	$252,865	$292,461	$284,968	$267,223	$275,240
Probate Judge	$7,536	$14,160	$10,765	$15,900	$15,536	$15,536
Total Town Council:	**$287,158**	**$293,327**	**$324,278**	**$349,129**	**$331,420**	**$339,413**
Town Manager						
Town Manager	$504,492	$580,141	$368,042	$554,434	$610,542	$607,487
Personnel Administration	$189,979	$173,637	$129,449	$206,136	$208,021	$218,880
Total Town Manager:	**$694,471**	**$753,778**	**$497,492**	**$760,570**	**$818,563**	**$826,367**
Town Clerk						
Town Clerk	$500,338	$452,336	$297,180	$459,258	$465,043	$479,681
Canvassing Authority	$106,225	$115,969	$100,003	$140,397	$149,190	$153,396
Municipal Court	$118,010	$88,071	$39,396	$75,623	$106,946	$136,562
Total Town Clerk:	**$724,574**	**$656,377**	**$436,578**	**$675,278**	**$721,178**	**$769,639**
Finance Department						
Finance Department	$911,949	$850,998	$613,525	$892,528	$899,890	$1,025,247
Information Technology	$605,394	$531,986	$407,213	$581,752	$602,212	$634,722

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Projected	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Post Year Audit	$32,774	$32,775	$36,160	$36,160	$36,440	$40,000
Total Finance Department:	**$1,550,117**	**$1,415,759**	**$1,056,897**	**$1,510,440**	**$1,538,542**	**$1,699,969**
Tax Assessor						
Tax Assessor	$411,250	$337,530	$278,827	$425,056	$482,443	$514,421
Assessment Board Of Review	$1,000	$520	$160	$1,600	$1,600	$1,600
Total Tax Assessor:	**$412,250**	**$338,050**	**$278,987**	**$426,656**	**$484,043**	**$516,021**
Planning Department						
Planning Dept	$602,429	$550,436	$434,398	$637,747	$637,425	$662,021
Planning Board	$15,160	$6,620	$2,360	$6,880	$15,160	$13,360
Geographic Information Systems	$150,300	$142,003	$107,613	$158,972	$156,066	$173,845
Conservation Commission	$850	$240	$100	$850	$850	$1,000
Total Planning Department:	**$768,739**	**$699,300**	**$544,471**	**$804,449**	**$809,501**	**$850,226**
Building And Zoning						
Zoning/Building Inspection	$568,258	$488,104	$317,473	$491,446	$577,096	$640,945
Zoning Board Of Review	$14,960	$14,808	$2,402	$5,000	$7,710	$7,390
Total Building And Zoning:	**$583,218**	**$502,911**	**$319,875**	**$496,446**	**$584,806**	**$648,335**
Facilities						
Facilities	$1,036,307	$986,261	$641,198	$954,098	$1,111,191	$1,457,734
Total Facilities:	**$1,036,307**	**$986,261**	**$641,198**	**$954,098**	**$1,111,191**	**$1,457,734**
Total General Government:	**$6,056,834**	**$5,645,763**	**$4,099,775**	**$5,977,066**	**$6,399,243**	**$7,107,704**
Public Safety						
Police Department						
Police Department	$10,120,668	$9,402,517	$6,689,130	$10,456,891	$10,395,253	$10,532,556
Police Civilians	$663,711	$606,072	$474,486	$697,621	$684,039	$654,310
Emergency Management	$12,918	$12,918	$8,446	$12,915	$12,918	$12,918
Dispatchers	$849,710	$856,801	$614,297	$968,929	$888,128	$1,014,744
Animal Control-Road	$121,839	$95,942	$55,167	$91,950	$105,713	$109,181
Animal Control-Shelter	$261,606	$232,739	$165,692	$218,060	$271,022	$259,458
Harbor Patrol	$36,318	$38,956	$26,485	$41,046	$40,943	$42,276
Total Police Department:	**$12,066,769**	**$11,245,945**	**$8,033,704**	**$12,487,412**	**$12,398,017**	**$12,625,443**
Communications Department						
Communications Department	$321,866	$302,526	$214,845	$343,270	$340,985	$375,488
Total Communications Department:	**$321,866**	**$302,526**	**$214,845**	**$343,270**	**$340,985**	**$375,488**

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Projected	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Emergency Medical Services						
Emergency Medical Services	$2,448,198	$2,617,056	$2,248,913	$3,114,912	$2,764,001	$3,266,348
Total Emergency Medical Services:	**$2,448,198**	**$2,617,056**	**$2,248,913**	**$3,114,912**	**$2,764,001**	**$3,266,348**
Total Public Safety:	**$14,836,833**	**$14,165,527**	**$10,497,462**	**$15,945,594**	**$15,503,003**	**$16,267,280**
Public Works						
Public Services Department						
Public Services Administration	$538,923	$467,340	$342,758	$529,941	$519,213	$577,765
Streets And Highway Division	$2,739,152	$2,423,015	$1,608,514	$2,620,731	$2,761,229	$2,854,815
Tree Warden	$83,059	$58,923	$62,317	$69,365	$83,059	$83,059
Street Lighting	$78,611	$73,586	$37,703	$76,000	$78,500	$84,400
Total Public Services Department:	**$3,439,746**	**$3,022,864**	**$2,051,293**	**$3,296,037**	**$3,442,002**	**$3,600,039**
Total Public Works:	**$3,439,746**	**$3,022,864**	**$2,051,293**	**$3,296,037**	**$3,442,002**	**$3,600,039**
Leisure Services						
Recreation Department						
Recreation Department Admin	$320,693	$297,675	$211,748	$302,312	$316,601	$351,362
Park Maintenance	$1,224,543	$1,036,769	$778,854	$1,373,469	$1,363,132	$1,258,098
Athletics Program	$201,121	$201,979	$158,886	$188,928	$218,997	$207,131
Aquatics Program	$313,908	$205,095	$206,895	$272,556	$327,386	$315,583
Leisure Services Program	$146,553	$142,187	$149,403	$143,811	$165,440	$157,804
Creative Activites Program	$75,260	$73,814	$50,596	$78,991	$89,740	$83,942
Natural Resources Officer	$64,719	$67,007	$48,804	$83,329	$87,513	$92,028
Total Recreation Department:	**$2,346,797**	**$2,024,527**	**$1,605,187**	**$2,443,396**	**$2,568,808**	**$2,465,948**
Total Leisure Services:	**$2,346,797**	**$2,024,527**	**$1,605,187**	**$2,443,396**	**$2,568,808**	**$2,465,948**
Public Libraries						
Libraries						
Library Administration	$1,404,269	$1,389,247	$972,219	$1,445,937	$1,506,113	$1,535,315
Total Libraries:	**$1,404,269**	**$1,389,247**	**$972,219**	**$1,445,937**	**$1,506,113**	**$1,535,315**
Total Public Libraries:	**$1,404,269**	**$1,389,247**	**$972,219**	**$1,445,937**	**$1,506,113**	**$1,535,315**
Other Expenditures						
General Operating						
Municipal Insurance	$495,941	$542,125	$567,079	$567,080	$525,000	$570,000
Unemployment Insurance	$15,000	$21,917	$6,459	$15,000	$16,500	$19,000
Workers' Compensation	$208,373	$214,975	$187,268	$227,500	$227,500	$233,000
Fund Contingency	$26,000	$25,000	$10,565	$218,827	$218,827	$60,000
Total General Operating:	**$745,314**	**$804,017**	**$771,371**	**$1,028,407**	**$987,827**	**$882,000**

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Projected	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Total Other Expenditures:	**$745,314**	**$804,017**	**$771,371**	**$1,028,407**	**$987,827**	**$882,000**
Employment Benefits						
Employment Benefits						
Town Health Care	$90,000	$300,000	$0	$112,141	$112,141	$0
Total Employment Benefits:	**$90,000**	**$300,000**	**$0**	**$112,141**	**$112,141**	**$0**
Total Employment Benefits:	**$90,000**	**$300,000**	**$0**	**$112,141**	**$112,141**	**$0**
Human Svcs & Outside Agy Contr						
Contr To Human Svc Agencies						
Contr To Human Svc Agencies	$0	$0	$103,000	$94,000	$94,000	$90,500
Total Contr To Human Svc Agencies:	**$0**	**$0**	**$103,000**	**$94,000**	**$94,000**	**$90,500**
Contr To Outside Agencies						
Contr To Outside Agencies	$7,000	$4,666	$76,717	$65,050	$88,050	$91,550
Total Contr To Outside Agencies:	**$7,000**	**$4,666**	**$76,717**	**$65,050**	**$88,050**	**$91,550**
Total Human Svcs & Outside Agy Contr:	**$7,000**	**$4,666**	**$179,717**	**$159,050**	**$182,050**	**$182,050**
Capital Outlay						
Capital Outlay						
Capital Outlay	$1,898,125	$1,898,125	$2,043,935	$2,043,935	$2,043,935	$1,983,300
Total Capital Outlay:	**$1,898,125**	**$1,898,125**	**$2,043,935**	**$2,043,935**	**$2,043,935**	**$1,983,300**
Total Capital Outlay:	**$1,898,125**	**$1,898,125**	**$2,043,935**	**$2,043,935**	**$2,043,935**	**$1,983,300**
Total Expenditures:	**$30,824,918**	**$29,254,735**	**$22,220,957**	**$32,451,563**	**$32,745,121**	**$34,023,636**

General Government

The Departments that Make up the General Government portion of the Town's Operating Budget is as follows:

Town Council
Budget Referendum
Legal
Probate Judge
Town Manager
Personnel Administration
Town Clerk
Canvassing Authority
Municipal Court
Finance Department
Information Technology
Post Year Audit
Tax Assessor
Assessment Board of Review
Planning Department
Planning Board
Geographic Information Systems
Conservation Commission
Zoning / Building Inspection
Zoning Board of Review
Facilities

Department Headcount (FTE)

Subtotal - General Government	2022-23 Adopted	2023-24 Adopted	2024-25 Adopted	2024-25 Proposed	Incr./(Decr.) Prior Year
Total Personnel	47.90	50.55	49.55	52.55	3

Town Council

Rory H. McEntee
Town Council President

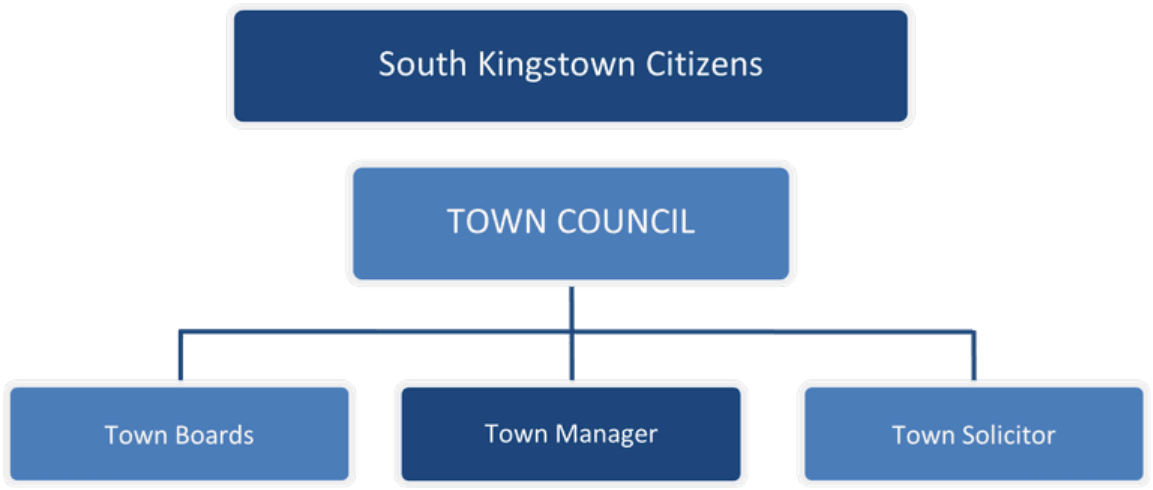
General Fund (101) Town Council, Boards & Commisions:

Please note, this section incorporates multiple accounts, each of which fall under the purview of the Town Council, and other Town Boards and Commissions which receive funding as part of the budget process, and include the following:

Division Summary

Division Number	Division Description
11001	Town Council
11003	Budget Referendum
11007	Probate Court
15003	Assessment Board of Review
16003	Planning Board
16009	Conservation Commission
17003	Zoning Board of Review

Organizational Chart



Mission Statement & Primary Functions

Mission Statement

Town Council

The Town Council is the Charter designated legislative body of the Town. The five members of the Council are elected for two year terms by elections held in November of even numbered years. It is the mission of the Town Council of South Kingstown to set policy in order to provide all of its citizens with the highest quality basic services, directed toward community need, in a fiscally prudent manner. This includes providing responsive constituent services, keeping advised of issues important to constituents, maintenance of our small town character and environment, support of a vibrant local economy, providing well-maintained facilities and programs for our citizens, and working as a team focused on the long-term interests of the community.

Probate Court

Each city and town has its own probate court, established by RIGL § 8-9 (http://webserver.rilin.state.ri.us/Statutes/TITLE8/8-9/INDEX.HTM); the operating statute for Probate is RIGL Title 33 (http://webserver.rilin.state.ri.us/Statutes/TITLE33/INDEX.HTM). A part time Probate Judge is appointed by and serves at the pleasure of the Town Council. Probate Court is held in the Town Hall on the third Thursday of every month.

Assessment Board of Review

The Assessment Board of Review was established by Town Charter, Sections 4242 through 4246 (https://library.municode.com/ri/south_kingstown/codes/code_of_ordinances?nodeId=PTITHCH_ARTIVADDEPR_4240DETAAS_S4242BOASRE). Its procedures were established by Town Ordinance, Section 8-9 through 8-12, effective July 1, 1971. The Assessment Board of Review is charged with hearing and considering the appeal of any property owner concerning the amount of his/her assessed valuation and holds the authority to order a correction. This has been an especially critical task in 2023 with appeals regarding the most recent revaluation of property. The Board is managed by the Tax Assessor and appeals are heard as requested during the specific appeal period. Procedures for filing with the Assessment Board of review are outlined in Article II, Sections 17-21 through 17-24 (https://library.municode.com/ri/south_kingstown/codes/code_of_ordinances?nodeId=PTIIICOOR_CH17TA_ARTIIPRASAP_S17-22HEOTATTAAS) of the Town Ordinances.

Planning Board

The Planning Board was established by Town Charter, Section 4910 (https://library.municode.com/ri/south_kingstown/codes/code_of_ordinances?nodeId=PTITHCH_ARTIVADDEPR_4910PLBO). The Board serves as the primary advisory body for the Town on matters related to land use development and growth management. The Board is engaged in a broad spectrum of activities concerning land use and development, including development plan review and approval and oversight of the regulations which govern the process, drafting and/or review of proposed amendments to the Town zoning ordinance, and maintenance of the Comprehensive Community Plan.

Conservation Commission

The Conservation Commission is an advisory group that seeks to promote and develop natural resources to protect watersheds and preserve natural aesthetic areas. The Conservation Commission also serves as the Town's On-Site Wastewater Treatment System (OWTS) Commission, as well as the Tree Board.

Zoning Board

The Zoning Board of Review was established by Town Charter, Section 4920 (https://library.municode.com/ri/south_kingstown/codes/code_of_ordinances?nodeId=PTITHCH_ARTIVADDEPR_4910PLBO_S4920ZOBORE). The Board is charged with hearing and considering the appeal of decisions made by the Planning Board, the Historic District Commission, and the Zoning Enforcement Officer; holds the authority to grant variances from the Zoning Ordinance and special use permits; and is committed to providing a fair and impartial hearing on all applications, in a timely manner.

Functions

Town Council

The principal functions of the Town Council as outlined in Town Charter, Section 3130 (https://library.municode.com/ri/south_kingstown/codes/code_of_ordinances?nodeId=PTITHCH_ARTIIITHLE_3130FUPOTOCO), and other relevant ordinance provisions, include:

- Appointing the Town Manager to act as the chief administrative and executive officer of the Town;
- Adopting annual Operating and Capital Budgets
- Establishing policies and measures necessary to promote the general welfare of the Town and the general health and well-being of its citizens
- Enacting ordinances and resolutions necessary for the proper governing of the Town's affairs
- Appointing citizens to various local and regional boards, commissions, and agencies
- Appointing a part-time Probate Judge to oversee the Town's Probate Court
- Appointing a part time Municipal and Housing Court Judge to oversee the Municipal Court and Housing Court
- Serving as the Town's Licensing Board
- Serving at the Town's Personnel Board

Budget Referendum

The Town Council reviews and adopts a preliminary budget each year. Subsequently, the Council annually holds two public hearings. Any qualified elector of the Town may circulate a petition requesting increases or decreases in line items or the addition of new line items. The Town Council reviews and considers any petitions, makes any final changes, and gives final approval to the budget by a vote of the majority with potential referendum to be considered by voters on the first Tuesday following the first Saturday in June. This budget process has been in effect since Charter Amendments were adopted in the November 2006 General Election, where previously the budget process had culminated with the Financial Town Meeting.

Probate Court

Probate court has jurisdiction over the following types of cases:

- Decedent's estates; this includes persons who have died with a Will (testate) or those without one (intestate)
- Adult Limited Guardianships, either of the person, estate, or both
- Minor guardianships, either of the person, estate, or both
- Adult Adoptions
- Name Changes

Assessment Board of Review

The duties performed by the Assessment Board of Review include, but are not limited to:

- Hear and consider the appeal of any property owner concerning the amount of his/her assessed property valuation
- Have authority to order a correction of any valuation which has been erroneously or incorrectly assessed

Planning Board

The duties performed by the Planning Board include, but are not limited to:

- Review of all subdivision and land development proposals
- Exercise the authority to approve or decline subdivision and land development proposals
- Undertake special projects at the behest of the Town Council
- Review applications for amendments to the Town's Zoning Ordinance and recommend such to the Town Council
- Develop amendments to the Town's Zoning Ordinance to address priority issues as directed by the Town Council
- Review and adopt updates of the Town's Subdivision and Land Development Regulations
- Oversee development of updates of the Comprehensive Community Plan and recommend such to the Town Council

Conservation Commission

The duties performed by the Conservation Commission include, but are not limited to:

- Review and provide advisory recommendations on applications before the Planning and Zoning Boards, as required
- Undertake special projects as directed by the Town Council
- Coordinate with local and state conservation organizations
- Prepare educational materials aimed at improving understanding of conservation issues in the community
- Plan and conduct special events, grant related programs and public educational efforts to promote conservation issues in the community
- Recommend programs to the Town Council and other municipal boards for better promotion, development, utilization, and preservation of open areas, water resources, wetlands, and natural aesthetic areas
- Work with allied governmental and non-profit organizations concerning natural resource protection and the designation of open space

- Serve as the On-Site Wastewater Treatment System (OWTS) Commission and the Tree Board

Zoning Board of Review
The duties performed by the Zoning Board of Review include, but are not limited to:

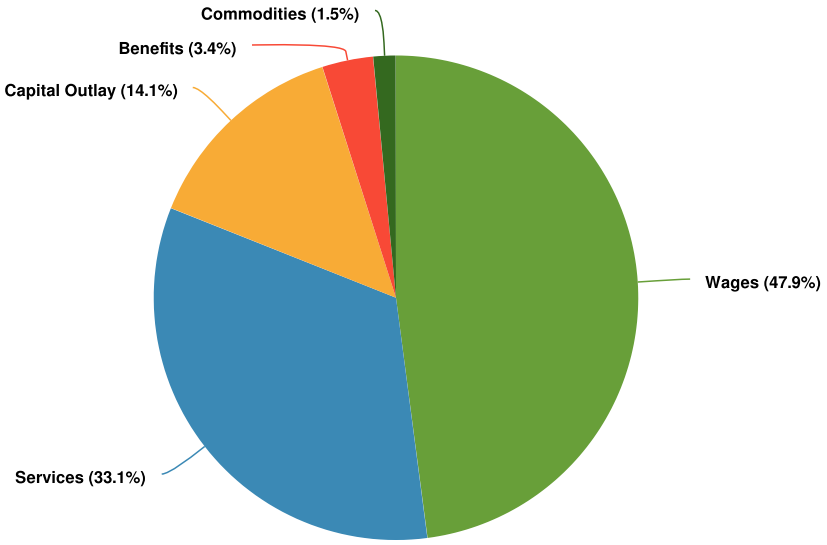
- Serve as the Planning Board of Appeals
- Hear and consider the appeal of decisions made by the Planning Board, the Historic District Commission, and the Zoning Enforcement Officer
- Have authority to grant variances from the Zoning Ordinance
- Have authority to grant special use permits

Town Council Goals & Objectives

The Town Council's goals and objectives are organized within twelve main topics, the specific details of which can be found within the *Town Council Goals & Objectives section within the Introduction portion of this document*.

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Town Council	$11,000	$11,000	$8,583	$16,000	$16,000
Town Council	$842	$842	$657	$1,160	$1,136
Town Council	$11,050	$10,221	$6,800	$11,050	$11,050
Town Council	$4,167	$4,167	$4,695	$4,695	$4,695
Town Council	$500	$72	$317	$500	$500
Total:	**$27,559**	**$26,301**	**$21,052**	**$33,405**	**$33,381**

Expenditures by Function

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expenditures						
General Government						

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Town Council						
Town Council						
Part-Time Salaries	10111001-511002	$11,000	$11,000	$8,583	$16,000	$16,000
FICA	10111001-522250	$842	$842	$657	$1,160	$1,136
Non-Major Technology Reserve	10111001-530044	$4,167	$4,167	$4,695	$4,695	$4,695
Professional Services	10111001-530111	$11,050	$10,221	$6,800	$11,050	$11,050
Miscellaneous Expenses	10111001-580100	$500	$72	$317	$500	$500
Total Town Council:		**$27,559**	**$26,301**	**$21,052**	**$33,405**	**$33,381**
Total Town Council:		**$27,559**	**$26,301**	**$21,052**	**$33,405**	**$33,381**
Total General Government:		**$27,559**	**$26,301**	**$21,052**	**$33,405**	**$33,381**
Total Expenditures:		**$27,559**	**$26,301**	**$21,052**	**$33,405**	**$33,381**

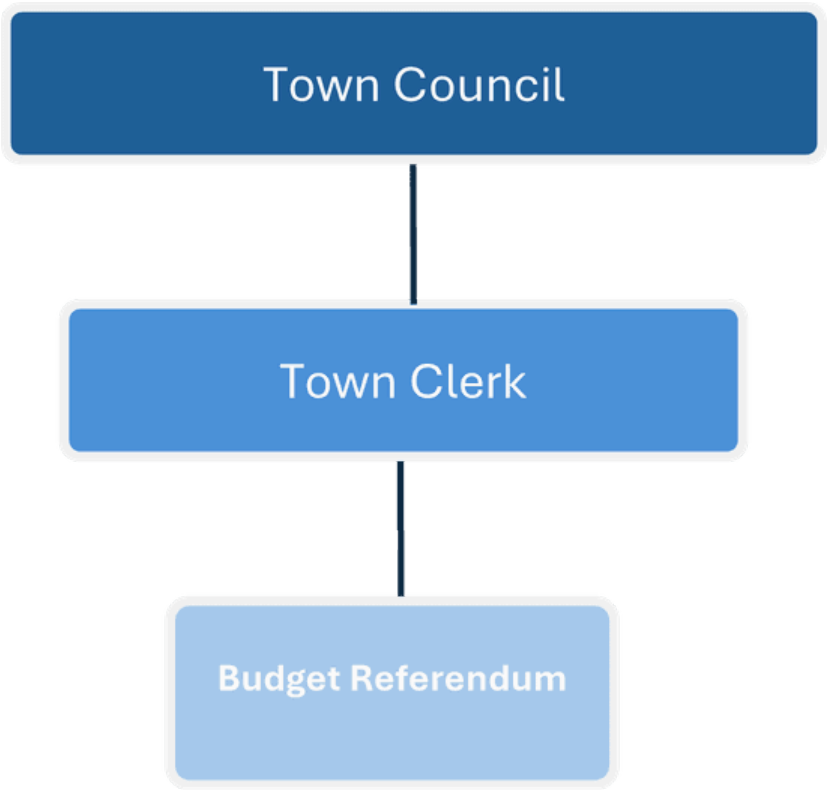
Budget Referendum

Nichole Romane
Town Clerk

This section incorporates multiple department divisions, each of which fall under the purview of the Town Council, and include the following:

Division Number	Division Description
11001	Town Council
11003	Budget Referendum
11007	Probate Court
15003	Assessment Board of Review
16003	Planning Board
16009	Conservation Commission
17003	Zoning Board of Review

Organizational Chart



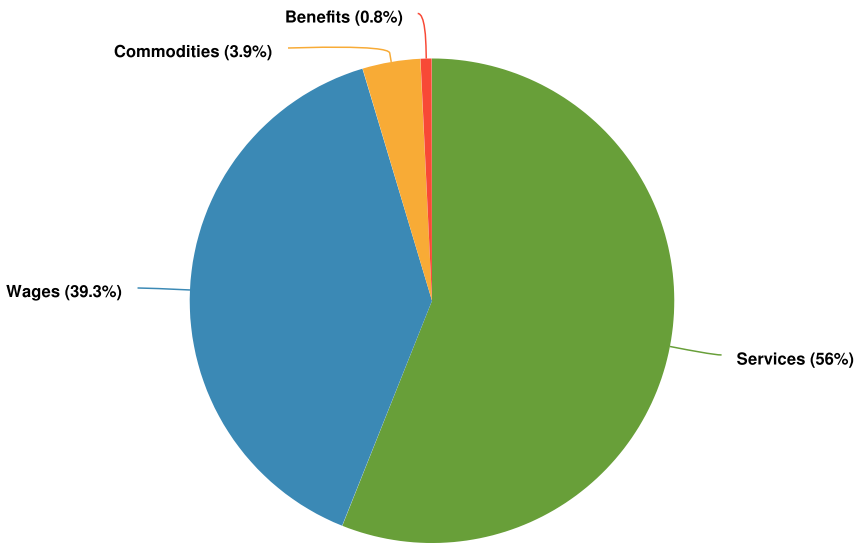
Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
General Fund					
Wages	$1,200	$0	$0	$6,000	$6,000
Benefits	$0	$0	$0	$115	$115

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Services	$8,050	$0	$0	$8,550	$8,550
Commodities	$591	$0	$0	$591	$591
Total General Fund:	**$9,841**	**$0**	**$0**	**$15,256**	**$15,256**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



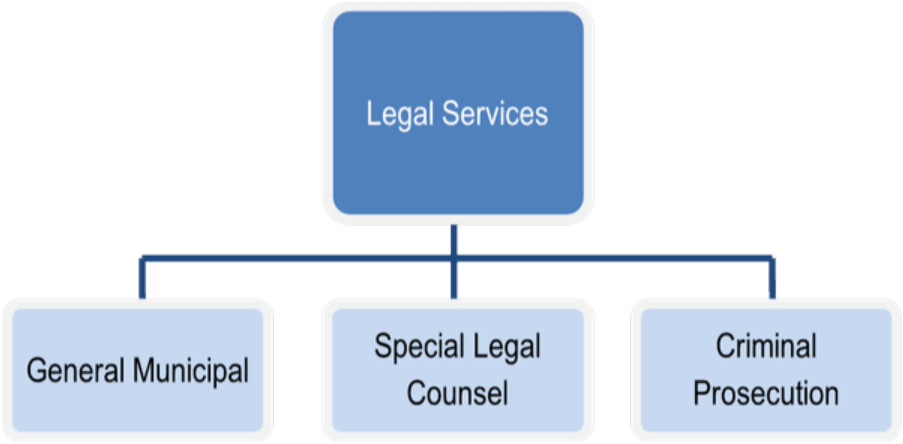
Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Seasonal Salaries	10111003-511003	$0.00	$0.00	$0.00	$4,500.00	$4,500.00
Overtime	10111003-511004	$1,200.00	$0.00	$0.00	$1,500.00	$1,500.00
Total Wages:		**$1,200.00**	**$0.00**	**$0.00**	**$6,000.00**	**$6,000.00**
Benefits						
FICA	10111003-522250	$0.00	$0.00	$0.00	$115.00	$115.00
Total Benefits:		**$0.00**	**$0.00**	**$0.00**	**$115.00**	**$115.00**
Services						
Stipends Boards/Commissions	10111003-530002	$3,150.00	$0.00	$0.00	$3,150.00	$3,150.00
Police Detail (Departmental)	10111003-530015	$0.00	$0.00	$0.00	$500.00	$500.00
Advertising	10111003-538012	$400.00	$0.00	$0.00	$400.00	$400.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Printing Expenses	10111003-538022	$4,500.00	$0.00	$0.00	$4,500.00	$4,500.00
Total Services:		**$8,050.00**	**$0.00**	**$0.00**	**$8,550.00**	**$8,550.00**
Commodities						
Office Materials & Supplies	10111003-540012	$261.00	$0.00	$0.00	$261.00	$261.00
Miscellaneous Expenses	10111003-580100	$330.00	$0.00	$0.00	$330.00	$330.00
Total Commodities:		**$591.00**	**$0.00**	**$0.00**	**$591.00**	**$591.00**
Total Expense Objects:		**$9,841.00**	**$0.00**	**$0.00**	**$15,256.00**	**$15,256.00**

Legal

MIchael Ursillo, Esq.
Town Solicitor

Organizational Chart



MIssion Statement & Primary Functions

Mission Statement

The Municipal Legal Services account provides funding for the Town Solicitor, Labor Counsel, Special Legal Counsel, and Criminal Prosecutor who are appointed by, and serve concurrently with, the Town Council. The Town's attorneys attend all meetings of the Town Council, Zoning Board of Review, and Planning Board, and provide legal assistance and advice to these bodies. The Town's attorney's also assist the Town Manager and Town staff (exclusive of the School Department) on a variety of matters to include labor relation issues, title reviews, and general litigation matters. They also provide advocacy on behalf of the Town, track State policy affecting the municipality, and assist with the drafting of additions and amendments to the Town Code as required.

The following law firms provide the Town with legal services

- Ursillo, Teitz & Ritch, Ltd provides general municipal and special legal counsel representation
- Whelan Corrente & Flanders LLP provides support with labor and employment law related matters
- The Law Office of Vincent Ragosta, Jr. provides support with labor and employment law related matters
- Kelly, Kelleher, Reilly & Simpson provides criminal prosecution representation
- Locke Lorde, LLP provides representation for bond related matters

Each of the Town's legal services partners strive to be proactive, meeting with Town Officials to anticipate and avoid potential problems before they arise.

Functions

The principal functions of Legal Services include, but are not limited to:

- Provide quality general municipal legal services, assistance, and advice to the Town Council, Town Manager's Office, Town staff, and Town boards and commissions in a timely fashion
- Provide quality labor and employment law related legal services, assistance, and advice to the Town Manager's Office and Town Council
- Attend all meetings of the Town Council, Planning Board, and Zoning Board of Review, as well as other Town board meetings on an as needed basis
- Provide proactive representation through the review of various ordinances, municipal contracts (collective bargaining agreements, contracts with supply vendors, professional services, etc.), public records request responses, memoranda, and policies prior to implementation or publication
- Assist with the drafting of additions and amendments to the Town Code
- Assist with the drafting of proposed legislation, as requested by the Town Council
- Represent and defend the Town in all civil or criminal cases not handled by the Town's insurance carrier
- File actions on behalf of the Town where necessary for civil remedies, including enforcement actions against public nuisances and violations of all Town Ordinances
- Prosecute all legal proceedings deemed necessary or proper to protect the rights and interests of the Town
- Address liability claims with the Town's insurer
- Represent the Town at sessions of the General Assembly regarding various municipal bills which are being supported or opposed by the Town
- Provide proactive representation through keeping abreast of continued state and federal law and regulatory changes
- Assist with the preparation of long-range planning documents, including the Comprehensive Community Plan, the Multi-Hazard Mitigation Plan, and other policy based guidance documents;
- Assist the Town Manager and all municipal Departments with legal interpretation of Town Ordinances and State Law
- Attend office hours at the Town Hall, interacting with Town officials and staff on a regular basis

Expenditures by Function

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expenditures					
General Government					
Town Council					

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Services	$242,223	$251,092	$284,748	$267,223	$275,240
Commodities	$0	$1,773	$7,713	$0	$0
Total Town Council:	**$242,223**	**$252,865**	**$292,461**	**$267,223**	**$275,240**
Total General Government:	**$242,223**	**$252,865**	**$292,461**	**$267,223**	**$275,240**
Total Expenditures:	**$242,223**	**$252,865**	**$292,461**	**$267,223**	**$275,240**

Expenditures by Expense Type

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Services						
Legal Fees - General Solicitor	10111005-530112	$112,148.00	$112,148.01	$124,212.00	$124,212.00	$127,938.36
Legal Fees - Labor	10111005-530113	$20,000.00	$30,094.50	$37,219.00	$22,151.00	$22,815.84
Legal Fees - Prosecution	10111005-530114	$40,000.00	$39,999.96	$44,303.00	$44,303.00	$45,632.09
Legal Fees - Planning and Spec	10111005-530115	$67,075.00	$67,074.99	$73,234.00	$73,234.00	$75,431.02
Legal Fees - Labor Relations	10111005-530116	$3,000.00	$1,775.00	$5,780.00	$3,323.00	$3,422.69
Total Services:		**$242,223.00**	**$251,092.46**	**$284,748.00**	**$267,223.00**	**$275,240.00**
Commodities						
Miscellaneous Expenses	10111005-580100	$0.00	$1,773.00	$7,713.17	$0.00	$0.00
Total Commodities:		**$0.00**	**$1,773.00**	**$7,713.17**	**$0.00**	**$0.00**
Total Expense Objects:		**$242,223.00**	**$252,865.46**	**$292,461.17**	**$267,223.00**	**$275,240.00**

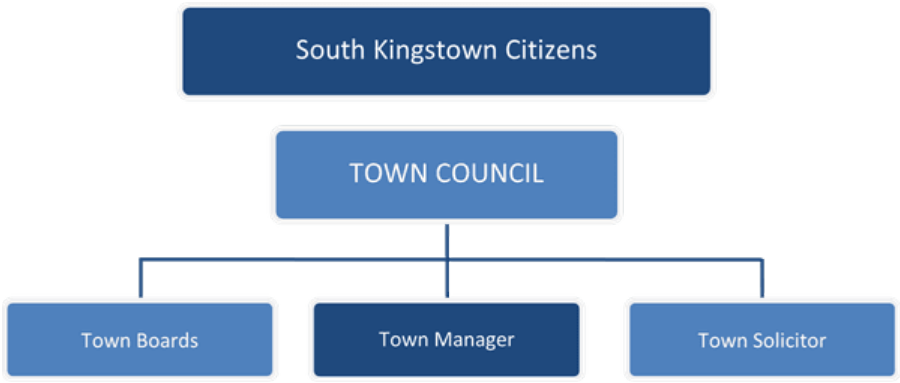
Probate Judge

Nichole Romane
Probate Court Clerk

This section incorporates multiple divisions, each of which fall under the purview of the Town Council, and include the following:

Division Number	Division Description
11001	Town Council
11003	Budget Referendum
11007	Probate Court
15003	Assessment Board of Review
16003	Planning Board
16009	Conservation Commission
17003	Zoning Board of Review

Organizational Chart



MIssion Statement & Primary Functions

Department Mission Statement

The mission of the Town Clerk's Office is the timely, efficient, and accurate processing, according to applicable state and local laws, of documents preserving past and present vital information required to ensure a sound-functioning government while being ever mindful of neutrality, confidentiality, and impartiality, rendering equal, courteous service to all.

Functions

The Office of the Town Clerk is responsible for providing a number of services to the public. The Office consists of seven major divisions: Town Council Records, Land Records Registry, Board of Canvassers, Registry of Vital Statistics, Probate Court, Business Licenses, and Municipal Court as well as providing general services to the public.
Duties include, but are not limited to:

Probate Court

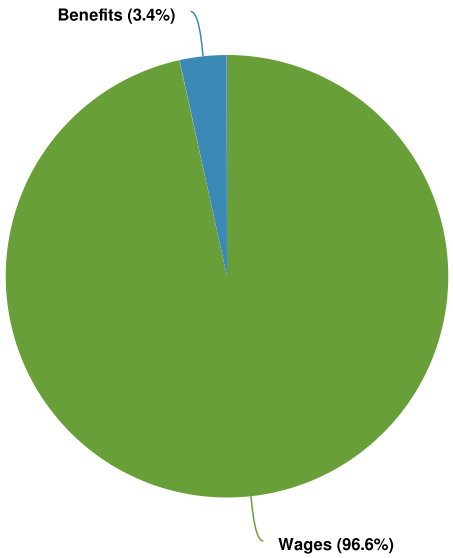
- Accept, review, advertise and schedule for hearing, all petitions filed in association with name changes, the administration of an estate, or appointment of a guardian of residents of the Town
- Prepare docket, and document all orders of the Court

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
General Fund						
Wages	$7,000	$13,154	$10,000	$15,000	$0	$15,000
Benefits	$536	$1,006	$765	$536	$0	$536
Total General Fund:	**$7,536**	**$14,160**	**$10,765**	**$15,536**	**$0**	**$15,536**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Part-Time Salaries	10111007-511002	$7,000.00	$13,153.85	$10,000.00	$15,000.00	$15,000.00
Total Wages:		**$7,000.00**	**$13,153.85**	**$10,000.00**	**$15,000.00**	**$15,000.00**
Benefits						
FICA	10111007-522250	$535.56	$1,006.30	$765.00	$535.56	$536.00
Total Benefits:		**$535.56**	**$1,006.30**	**$765.00**	**$535.56**	**$536.00**
Total Expense Objects:		**$7,535.56**	**$14,160.15**	**$10,765.00**	**$15,535.56**	**$15,536.00**

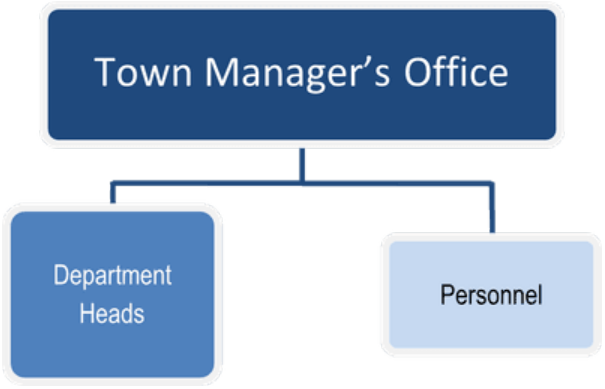
Town Manager

James M. Manni
Town Manager

Department Headcount (FTE)

Town Manager's Office	2022-23 Adopted	2023-24 Adopted	2024-25 Adopted	2025-26 Proposed	Incr./(Decr.) Prior Year
Total Personnel	3.25	3.50	3.50	3.50	0.00

Organizational Chart



Mission Statement & Primary Functions

Mission Statement

The mission of the Town Manager's Office is to provide for general administrative and operational management, policy implementation, and oversight of municipal operations. The Office is committed to being responsive, ethical, and transparent while providing quality, innovative, and effective service to the Town Council, all Town departments, federal and state agencies, the business community, and Town residents. The Office fosters and promotes effective working relationships with members of the public, Town employees, boards, committees, and commissions, and is committed to annually presenting a fiscally responsible comprehensive budget program and six-year capital improvement plan.

Functions

The Town Manager's Office includes the Town Manager, the Deputy Town Manager/ DOAS, the Executive Assistant, and a part time Office Assistant.
The principal functions of the Town Manager's Office include, but are not limited to:

- Supporting the Town Manager as the Chief Executive Officer of the Town
- Advising the Town Council on municipal policy and programs affecting the community
- Providing direct staff support to the Town Council and various municipal Boards and Commissions
- Preparing and posting weekly reports to the Town Council
- Preparing and posting Town Council agendas, and related backup material for all meetings and work sessions
- Administration and management of all municipal government operations, including directing and coordinating policy implementation, activities, and work programs for all Town Departments
- Overseeing the personnel program for all municipal departments and divisions
- Managing employee and labor relations, including contract negotiation, implementation, and grievance processing
- Interacting with federal, state and municipal agencies
- Conducting short and long-range financial planning goals and objectives
- Developing policies and programs to include preparation, administration, and fiscal management of the annual operating budget and the six-year capital improvement program

- Performing special studies and issue analyses and evaluations as needed to promote informed decision making
- Reviewing and overseeing the submission and administration of federal, state, and foundation grants
- Monitoring proposed state legislation and represent the local government interests
- Providing general management oversight of major Town construction projects
- Communication with residents and the general public
- Receiving and responding to APRA (public records) requests
- Overseeing the facilities and maintenance needs for all municipal buildings
- Overseeing town hall operations, to include the maintenance needs of Town Hall's building and grounds

FY 2024 - 2025 Priorities

Proposed Priorities	Town Council Goals & Objs.
In collaboration with the Finance Director, prepare and submit a 6-year Capital Improvement Program (CIP) for the period FY 2024-2025 through FY 2029-2030 to the Town Council.	TBF
In collaboration with the Finance Director, prepare and submit the FY 2024-2025 proposed budget.	TBF
Implement Town Council goals and policies through coordinating the efforts and activities of all Town Departments.	TBF/FI
Continue to make the necessary investment of time in budget preparation functions, reevaluation of financial and service priorities, development of improved efficiencies in service delivery methods, assessment and recruitment of personnel, resource allocation, and further research on new opportunities for shared service programs.	TBF
Promote positive communication with all stakeholders to foster citizen awareness and involvement in Town government, to maintain a high level of engagement and transparency to maintain credibility with local media and the public.	CEPP
Encourage economic development to achieve suitable commercial, industrial, and retail growth through integrating development policies with a long-term vision and supports and improves the character of the Town and its villages, that provides fiscal benefit and economic stability for the Town and its residents by creating employment opportunities, and attracting investment which will increase the tax base, and generate public revenues.	ES/TBF
Conduct labor related contract management, and grievance resolution in a fair and appropriate manner.	FI/TBF
Increase the Town's resiliency and ability to respond to and rapidly recover from emergencies through preparedness efforts, including hazard mitigation, and creating plans designed to enhance the capabilities for the Town to prevent, prepare for, respond to, and recover from natural or man-made emergencies.	LU/SNR/ ES/TBF
Provide timely and accurate responses to inquiries and service requests from the public and promote a culture of respect for the public within the organization.	CEPP

FY 2025 - 2026 Priorities

Proposed Priorities	Town Council Goals & Objs
In collaboration with the Finance Director, prepare and submit a 6-year Capital Improvement Program (CIP) for the period FY 2025-2026 through FY 2030-2031 to the Town Council.	TBF
In collaboration with the Finance Director, prepare and submit the FY 2025-2026 proposed budget.	TBF
Implement Town Council goals and policies through coordinating the efforts and activities of all Town Departments.	TBF/FI
Continue to make the necessary investment of time in budget preparation functions, reevaluation of financial and service priorities, development of improved efficiencies in service delivery methods, assessment and recruitment of personnel, resource allocation, and further research on new opportunities for shared service programs.	TBF
Promote positive communication with all stakeholders to foster citizen awareness and involvement in Town government, to maintain a high level of engagement and transparency to maintain credibility with local media and the public.	CEPP
Provide timely and accurate responses to inquiries and service requests from the public and promote a culture of respect for the public within the organization.	CEPP
Encourage economic development to achieve suitable commercial, industrial, and retail growth through integrating development policies with a long-term vision and supports and improves the character of the Town and its villages, that provides fiscal benefit and economic stability for the Town and its residents by creating employment opportunities, and attracting investment which will increase the tax base, and generate public revenues.	ES/TBF
Conduct labor related contract management, and grievance resolution in a fair and appropriate manner.	FI/TBF
Increase the Town's resiliency and ability to respond to and rapidly recover from emergencies through preparedness efforts, including hazard mitigation, and creating plans designed to enhance the capabilities for the Town to prevent, prepare for, respond to, and recover from natural or man-made emergencies.	LU/SNR/ ES/TBF
Work with the Town Council to establish a short-term rental registry to ensure we are properly managing properties that are residential in nature but operated as a business.	LU/H/ PPS/TBF
Refine the new OpenGov APRA portal to provide more efficient and effective delivery of publicly accessible documents to the public.	CEPP
Continue to work with departments, elected officials, and state/federal agencies to identify grant funding opportunities and obtain funds to advance projects while offsetting or eliminating costs to taxpayers.	TBF/FI

Specific Performance Measurements

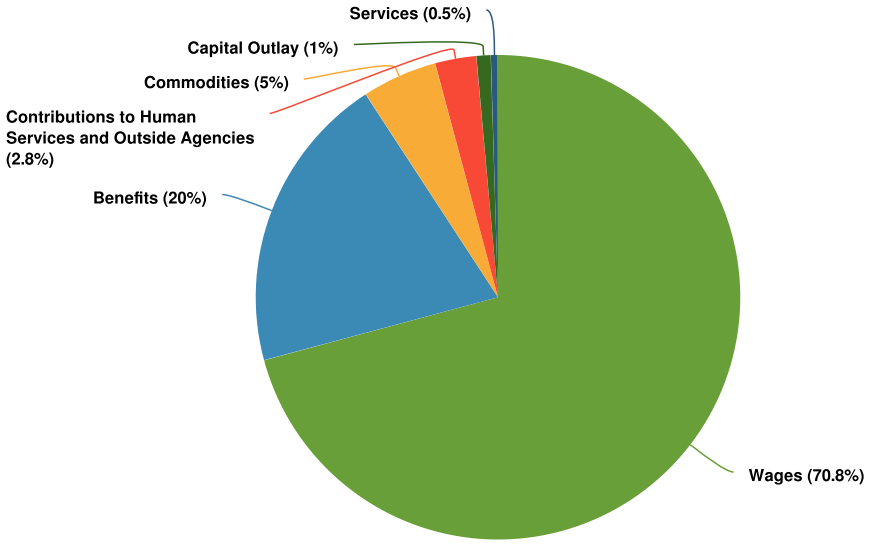
Description	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Projected	FY2025-26 Anticipated	Town Council Goals & Objs.
Total Time Allocation					
Budget/Financials	9%	15%	10%	10%	TBF
Town Council	9%	25%	25%	25%	FI/TBF
School Building Committee	14%	20%	25%	25%	FI/TBF
Constituent Issues	9%	15%	15%	15%	CEPP
Personnel/Grievances	14%	10%	5%	5%	FI/ET
Labor Contracts	13%	5%	10%	10%	TBF
Departmental Projects & Initiatives	4%	5%	5%	5%	FI/TBF
Staff Policies & Procedures	4%	5%	5%	5%	FI
Covid-19 Initiartives	24%	-	-	-	PPS/VUR
APRAs: Recieved and Responded	70	30	30	30	CEPP
Labor Contracts to Negociate	1	0	0	0	TBF

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Projected	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Wages	$377,048	$375,679	$258,017	$388,434	$387,995	$409,679
Benefits	$98,229	$104,779	$72,894	$29,254	$109,426	$116,190
Services	$4,450	$62,173	$6,595	$0	$62,675	$31,173
Capital Outlay	$5,159	$4,759	$5,234	$0	$5,541	$5,541
Commodities	$3,650	$17,300	$9,853	$0	$28,950	$28,950
Contributions to Human Services and Outside Agencies	$15,955	$15,451	$15,451	$0	$15,955	$15,955
Total:	**$504,492**	**$580,141**	**$368,042**	**$417,688**	**$610,542**	**$607,487**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10112001-511001	$350,523.84	$350,366.29	$236,518.92	$363,126.43	$377,077.50
Part-Time Salaries	10112001-511002	$20,491.70	$18,946.12	$12,679.98	$20,134.62	$21,849.55
Seasonal Salaries	10112001-511003	$0.00	$0.00	$2,254.00	$0.00	$0.00
Longevity	10112001-511006	$6,032.64	$6,366.46	$6,564.02	$4,733.82	$10,751.56
Total Wages:		**$377,048.18**	**$375,678.87**	**$258,016.92**	**$387,994.87**	**$409,678.61**

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Benefits						
FICA	10112001-522250	$26,941.93	$27,941.88	$19,103.06	$29,273.66	$29,645.41
Municipal Employees Retirement	10112001-522300	$44,348.71	$46,187.23	$33,770.91	$47,952.79	$51,702.73
State Retirement Defined Cont.	10112001-522301	$2,728.45	$2,763.02	$1,871.19	$2,930.28	$2,992.52
Medical Insur-Active Employees	10112001-522818	$18,846.00	$18,909.32	$12,329.55	$20,267.64	$22,819.00
Dental Insur-Active Employees	10112001-522822	$823.68	$824.27	$484.61	$848.40	$877.00
Insurance Buyback	10112001-522840	$4,250.00	$7,862.44	$5,140.46	$7,862.50	$7,862.50
Life Insurance	10112001-522850	$290.70	$290.65	$193.76	$290.70	$290.70
Total Benefits:		**$98,229.47**	**$104,778.81**	**$72,893.54**	**$109,425.97**	**$116,189.87**
Services						
Professional Services	10112001-530111	$0.00	$60,000.00	$5,000.00	$60,000.00	$28,498.00
Employee Training	10112001-530801	$0.00	$0.00	$0.00	$375.00	$375.00
Telephone	10112001-532000	$500.00	$498.78	$251.47	$500.00	$500.00
Motor Vehicles Maintenance	10112001-534010	$300.00	$55.00	$0.00	$0.00	$0.00
Computer/Software Maintenance	10112001-534016	$1,850.00	$1,345.71	$1,343.18	$1,250.00	$1,250.00
Advertising	10112001-538012	$50.00	$45.00	$0.00	$50.00	$50.00
Printing Expenses	10112001-538022	$250.00	$229.00	$0.00	$200.00	$200.00
Licenses And Dues	10112001-538030	$1,500.00	$0.00	$0.00	$300.00	$300.00
Total Services:		**$4,450.00**	**$62,173.49**	**$6,594.65**	**$62,675.00**	**$31,173.00**
Capital Outlay						
Non-Major Technology Reserve	10112001-530044	$4,759.00	$4,759.00	$5,141.00	$5,141.00	$5,141.00
Office Equipment	10112001-550004	$400.00	$0.00	$92.50	$400.00	$400.00
Total Capital Outlay:		**$5,159.00**	**$4,759.00**	**$5,233.50**	**$5,541.00**	**$5,541.00**
Commodities						
Office Materials & Supplies	10112001-540012	$650.00	$10.86	$400.00	$400.00	$400.00
Books And Publications	10112001-540020	$500.00	$0.00	$615.00	$550.00	$550.00
Motor Vehicle Materials & Supp	10112001-540028	$500.00	$990.54	$0.00	$500.00	$500.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Fuels And Lubricants	10112001-540040	$2,000.00	$2,176.59	$917.47	$2,500.00	$2,500.00
Miscellaneous Expenses	10112001-580100	$0.00	$14,121.87	$7,920.38	$25,000.00	$25,000.00
Total Commodities:		**$3,650.00**	**$17,299.86**	**$9,852.85**	**$28,950.00**	**$28,950.00**
Contributions to Human Services and Outside Agencies						
League of Cities & Towns	10112001-580104	$15,955.00	$15,451.00	$15,451.00	$15,955.00	$15,955.00
Total Contributions to Human Services and Outside Agencies:		**$15,955.00**	**$15,451.00**	**$15,451.00**	**$15,955.00**	**$15,955.00**
Total Expense Objects:		**$504,491.65**	**$580,141.03**	**$368,042.46**	**$610,541.84**	**$607,487.48**

Personnel Administration

Lucas Murray
Deputy Town Manager / DOAS

Department Headcount (FTE)

Personnel Administration	2022-23 Adopted	2023-24 Adopted	2024-25 Adopted	2025-26 Proposed	Incr./(Decr.) Prior Year
Total Personnel	1.85	1.72	1.72	1.72	0

Organizational Chart

Mission Statement & Primary Functions

Mission Statement

The Personnel Division is dedicated to supporting the Town's primary objective of delivering exceptional services to the community. We achieve this by fostering a work environment rooted in fair treatment, open communication, personal accountability, trust, and mutual respect. Recognizing that our employees are our most valuable asset, we are committed to treating them accordingly.

Our approach to effective human resource management involves developing and implementing policies, programs, and services that align with both town and employee objectives. The fundamental aspects of our mission include:

- **Recruitment**: Attracting candidates who value public service and align with the Town's mission by enhancing our presence in the job market, identifying optimal recruitment channels, clearly articulating our value proposition, and cultivating a positive workplace culture.
- **Hiring**: Selecting the most qualified individuals through proactive staffing planning, ensuring a robust internal interview process, conducting comprehensive reference and background checks, and maintaining clear communication with senior leadership throughout the hiring journey.
- **Diversity and Inclusion**: Upholding a diverse workforce within a safe, discrimination- and harassment-free environment by adhering to employment laws and regulations, offering training for management and staff, and establishing clear policies and procedures.
- **Employee Empowerment**: Providing opportunities for training, financial support, and career advancement to enable our employees to thrive.
- **Retention**: Supporting effective management practices; offering competitive compensation and benefits; delivering technical, interpersonal, and career development training and coaching; and promoting open communication between employees and management.
- **Engagement**: Fostering a collaborative culture by encouraging employee-organized social events, wellness activities, and similar initiatives.
- **Continuous Improvement**: Regularly enhancing our services by utilizing feedback from surveys, engagement events, polls, and exit interviews to inform management decisions.

The Personnel Division's responsibilities span from initial inquiries about job openings to retirement, aiming to deliver quality service to all prospective, current, and former employees, and ensuring each individual is treated with respect and care.

Functions

The Personnel Division, reporting to the Deputy Town Manager/Director of Administrative Services (DOAS), includes the Personnel Administrator and a part time Assistant Personnel Administrator. The Personnel Division administers all of the human resources related services and programs for the Town of South Kingstown’s full time, part time, seasonal, and per diem employees. Principal functions of the Personnel Division include, but are not limited to:

- Recruiting qualified applicants into a diverse workforce
- Employment and orientation services
- Promoting a safe and discrimination free environment
- Updating and administering employee benefits programs
- Conducting pre-payroll administration and processes
- Development and administering personnel policies
- Conducting job classification, compensation, and labor market research
- Employee/labor relations and contract administration
- Maintenance of personnel records
- Management of the Town’s human resource database
- Management of performance evaluation programs
- Management of Worker’s Comp and OJI processes for work related injuries
- Providing appropriate programs for training and development of employees
- Ensuring adherence to local and federal employment laws and mandates
- Managing the enrollment process for employee fringe benefits
- Administering COBRA continuation coverage
- Administering post-employment benefit programs

FY 2024 - 2025 Priorities

Proposed Priorities	Town Council Goals & Objs
Continue to train the new part-time Assistant Personnel Administrator to support the operations of the Personnel Division and expand and enhance the delivery of services to Town employees.	ET / CP
Work collaboratively with the Town Manager's Office and Department Heads to address personnel matters and issues in a professional manner, to promote a positive culture and environment while ensuring employee accountability.	ET / FI
Assist the Town Manager's Office with grievances and arbitration cases submitted against the Town by any of the Town's four municipal labor unions.	FI / TBF
Assist hiring managers with the recruitment process and hiring of appropriately qualified employees; reviewing application materials, communicating with applicants, and scheduling, and participating in all interviews.	FI / TBF
Manage the Town's Workers Compensation and Public Safety's On the Job Injury (OJI) claims process for employees who have been injured while at work.	FI / TBF
Coordinate with Town departments to ensure the continued use of the Town's employee performance appraisal program.	ET
Overhaul the Town's personnel related policies to include assemblage of a new employee hand book, proposed ordinance revisions, and implementation of an online policy management platform.	ET
Work with the Town's IT Department to develop a Town intranet site as an electronic knowledge base for dissemination and sharing of personnel policies, forms, and related information for Town-wide employee access of up-to-date information and resources.	ET
In collaboration with IT implement MUNIS Employee Self Service module which would provide employees the ability to update and/or view their own personnel, benefits, payroll information	ET / TBF
Administer the US Dept of Transportation's Federal Motor Carrier Safety Administration's (FMCSA) random drug and alcohol testing program; the Town continues to be 100% compliant.	FI
Work closely with the RI Interlocal Trust to re-establish the Town's Safety Committee, and continue to promote awareness of safety-related issues through training, programs, and workshops.	ET / FI
Invest more time and support of the Town's employee Wellness Committee and continue to promote awareness of wellness related topics through training, programs, and workshops.	ET / FI
Continue to promote the Town's Employee Assistance Program (EAP) implemented in 2022 for all full time and benefit eligible part time employees.	ET / FI
Explore the utilization of Munis or other software to manage employee relations to allow the department to migrate to a paperless environment	ET/ FI / TBF
Support and expand the scope of the SPARK(LE) committee to create activities and events that improve the overall work culture and drive employee retention.	ET /FI
Explore technology options that will improve efficiency and workflow related to applicant management, selection, and onboarding processes.	ET / FI
Continue to develop new processes to harness departmental efficiency and enhance service delivery.	TBF
Establish a townwide training fund that can be utilized to support larger training opportunities and educational events.	ET
Create additional training and education opportunities for our senior leadership team to develop their leadership skills and deepen their understanding of employee mentorship.	ET
Establish quarterly meetings with all department heads and senior staff to review personnel related topics, procedures, and opportunities.	ET

FY 2025 - 2026 Priorities

Proposed Priorities	Town Council Goals & Objs
Standardize job applications, employee applications, and other documents into digital web forms that can be accessed by phone, tablet or desktop with automated workflow.	ET / CP
Develop a phone/desktop application for employees, managers, and applicants/ candidates to serve as central repository of information to include applications, forms, announcements and other important information.	ET/CP
Work collaboratively with the Town Manager's Office and Department Heads to address personnel matters and issues in a professional manner, to promote a positive culture and environment while ensuring employee accountability.	ET / FI
Rewrite the Town Ordinance's related to Personnel Management to provide for the adoption of a policy manual and eliminate/ revise outdated provisions.	ET/CP
Develop a streamlined registration management system for training opportunities that will allow employees to apply for training online and receive electronic verification of approval or denial.	FI / TBF
Continue to explore and develop training opportunities in collaboration with the RI Trust to include on site training that will benefit multiple employees at one time.	FI / TBF
Continue to explore ways to better manage the injured on duty (IOD) process to ensure public safety staff receive the support they need while also ensuring staffing levels are properly maintained.	FI / TBF
Develop a new cloud-based web form with workflow to better manage the performance appraisal process. This new web form will be linked to the new manger resource phone application.	ET
Overhaul the Town's personnel-related policies to include assemblage of a new employee handbook, proposed ordinance revisions, and implementation of an online policy management platform.	ET
Provide training and resources to get all employees that serve in a safety-sensitive function their OSHA-10 certification by the end of 2025. Encourage supervisors in safety sensitive functions to attain OSHA-30 certification.	ET
Work closely with the RI Interlocal Trust to re-establish the Town's Safety Committee, and continue to promote awareness of safety-related issues through training, programs, and workshops.	ET / FI
Continue to strongly support the Town's employee Wellness Committee and promote awareness of wellness-related topics through training, programs, and workshops.	ET / FI
Work with the RI Trust to onboard the new Employee Assistance Program (EAP) provider starting in July 2025. This includes adding EAP information to the employee phone application and promoting the new program.	ET / FI
Continue to expand the use of Munis HR and other software to manage employee relations and move to a paperless environment	ET/ FI / TBF
Support and expand the scope of the SPARK committee to create activities and events that improve the overall work culture and drive employee retention.	ET /FI
Continue to develop new processes to harness departmental efficiency and enhance service delivery.	TBF
Develop a consistent process for the dissemination of funds from the Town's training funds to include grants to employees and funding of group training events.	ET
Create additional training and education opportunities for our senior leadership team to develop their leadership skills and deepen their understanding of employee mentorship.	ET
Establish quarterly meetings with all department heads and senior staff to review personnel related topics, procedures, and opportunities.	ET

Specific Performance Measurements

Description	FY 2023-2024 Actual	FY 2024-2025 Actual	FY 2024-2025 Projected	FY 2025-2026 Projected	Town Council Goals & Objs
Full Time Employee Equivalent (FTE)[1]	236.13	238.13	238.13	244.73	**TBF**
Total Employees[2]	488	488	458	455	**TBF**
Positions Advertised	48	48	50	45	**TBF**
Applications Accepted	382	411	465	450	**TBF**
New Hires: Full Time & Part Time[1]	29	43	36	30	**TBF**
New Hires: Seasonal and Per Diem[3]	35	28	42	35	**TBF**
Promotions	5	13	10	10	**TBF**
Separations & Retirements	25	28	21	18	**TBF**
Pre-E Background Checks	51	71	72	65	**TBF**
Pre-E Physicals	34	22	25	20	**TBF**
Controlled Substance testing	28	24	26	25	**TBF**
Employee Wellness Events	38	38	25	25	**ET**
Employee Engagement Events[4]	0	0	5	8	**ET/ CEPP**
Unique attendees at Wellness Committee events/activities	145	268	270	275	**ET**
Workers Compensation Claims	4	9	8	6	**TBF**
Injured On Duty (IOD) Claims (Police & EMS)	13	20	18	15	**TBF**
Total WC & IOD Claims	17	29	26	21	**TBF**
Claims: Lost Work Time	12	13	8	8	**TBF**
Claims: Report Only	5	16	18	13	**TBF**

1. FTE includes full time and part time employees regardless of benefit eligibility or union association. Does not include Casual, Seasonal, and Per Diem employees.

2. Approximate number as of February of each year listed. Seasonal and per diem employee numbers often vary throughout the year. Includes poll workers.

3. This does not include Seasonal and/or Per Diem rehires which are counted separately. These are unique, first-time applications.

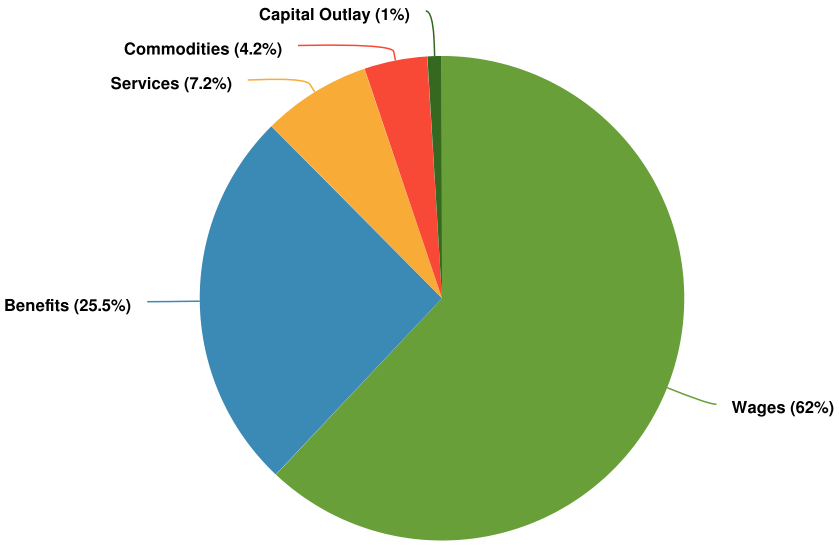
4. This is performance measurement started in 2023 to measure the progress of the Town's SPARK Committee as they continue to coordinate events and activities aimed at employee engagement and job satisfaction.

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Wages	$125,707	$106,257	$85,536	$129,999	$129,915	$135,456
Benefits	$52,331	$43,438	$33,714	$51,344	$51,344	$56,308
Services	$1,900	$11,627	$1,191	$16,425	$14,625	$15,800
Capital Outlay	$1,842	$3,302	$1,853	$2,053	$2,053	$2,116
Commodities	$8,200	$9,013	$7,155	$8,200	$8,200	$9,200
Total:	**$189,979**	**$173,637**	**$129,449**	**$208,021**	**$206,137**	**$218,880**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10112003-511001	$80,686.96	$80,686.76	$53,811.95	$82,617.06	$84,769.60
Part-Time Salaries	10112003-511002	$44,356.67	$24,840.75	$30,862.57	$46,435.50	$49,625.67
Longevity	10112003-511006	$663.00	$729.30	$861.90	$946.76	$1,060.80
Total Wages:		**$125,706.63**	**$106,256.81**	**$85,536.42**	**$129,999.32**	**$135,456.07**
Benefits						
FICA	10112003-522250	$9,103.90	$7,767.37	$6,307.74	$9,613.45	$9,688.38
Municipal Employees Retirement	10112003-522300	$15,813.98	$13,367.13	$11,419.05	$16,946.20	$18,300.11
State Retirement Defined Cont.	10112003-522301	$1,257.10	$1,062.50	$855.22	$1,316.33	$1,343.95
Medical Insur-Active Employees	10112003-522818	$22,826.16	$18,913.39	$12,329.55	$20,267.64	$22,394.49
Dental Insur-Active Employees	10112003-522822	$1,125.72	$824.27	$484.61	$848.40	$877.00
Life Insurance	10112003-522850	$204.00	$102.00	$68.00	$102.00	$204.00
Educational Expenses	10112003-538016	$2,000.00	$1,401.63	$2,250.00	$2,250.00	$3,500.00
Total Benefits:		**$52,330.86**	**$43,438.29**	**$33,714.17**	**$51,344.02**	**$56,307.94**

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Services						
Professional Services	10112003-530111	$0.00	$9,959.00	$0.00	$0.00	$0.00
Employee Training	10112003-530801	$0.00	$0.00	$0.00	$125.00	$300.00
Computer/Software Maintenance	10112003-534016	$300.00	$0.00	$294.00	$14,500.00	$14,500.00
Advertising	10112003-538012	$200.00	$0.00	$0.00	$200.00	$0.00
Licenses And Dues	10112003-538030	$1,400.00	$1,668.00	$897.00	$1,600.00	$1,000.00
Total Services:		**$1,900.00**	**$11,627.00**	**$1,191.00**	**$16,425.00**	**$15,800.00**
Capital Outlay						
Non-Major Technology Reserve	10112003-530044	$1,642.00	$1,642.00	$1,853.00	$1,853.00	$1,916.00
Computer Equipment	10112003-550002	$0.00	$1,490.32	$0.00	$0.00	$0.00
Office Equipment	10112003-550004	$200.00	$170.02	$0.00	$200.00	$200.00
Total Capital Outlay:		**$1,842.00**	**$3,302.34**	**$1,853.00**	**$2,053.00**	**$2,116.00**
Commodities						
Office Materials & Supplies	10112003-540012	$200.00	$72.75	$100.00	$200.00	$200.00
Employee Wellness & Support	10112003-540062	$3,500.00	$3,463.80	$2,504.75	$3,500.00	$3,500.00
Employee Retention Initiatives	10112003-540064	$4,500.00	$5,476.02	$4,549.88	$4,500.00	$5,500.00
Total Commodities:		**$8,200.00**	**$9,012.57**	**$7,154.63**	**$8,200.00**	**$9,200.00**
Total Expense Objects:		**$189,979.49**	**$173,637.01**	**$129,449.22**	**$208,021.34**	**$218,880.00**

Town Clerk

NIchole Romane
Town Clerk

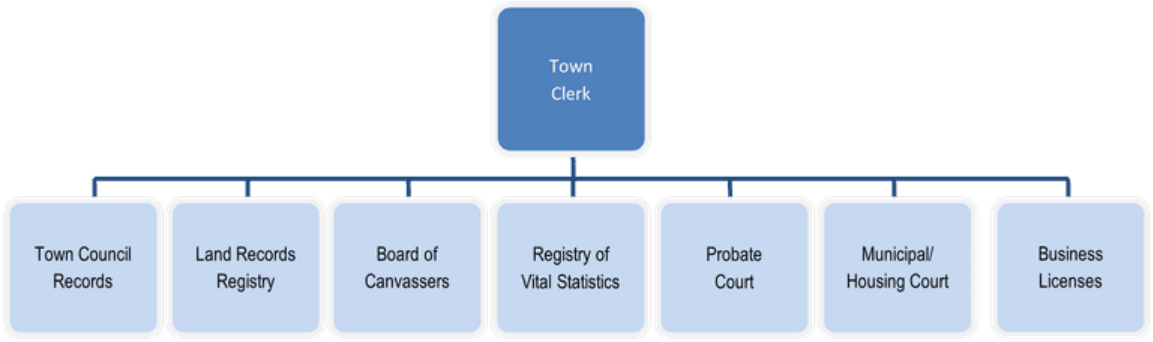
Division Summary

Division Number	Division Description
10113001	Town Clerk
10113005	Canvassing
10113006	Municipal Court

Department Headcount (FTE)

Town Clerk, Canvassing & Municipal Court	2023-24 Adopted	2023-24 Adopted	2024-25 Adopted	2025-26 Proposed	Incr./(Decr.) Prior Year
Total Personnel	6.00	6.00	6.00	6.00	0.00

Organizational Chart



Mission Statement & Primary Functions

Department Mission Statement

The mission of the Town Clerk's Office is the timely, efficient, and accurate processing, according to applicable state and local laws, of documents preserving past and present vital information required to ensure a sound-functioning government while being ever mindful of neutrality, confidentiality, and impartiality, rendering equal, courteous service to all.

Functions

The Office of the Town Clerk is responsible for providing a number of services to the public. The Office consists of seven major divisions: Town Council Records, Land Records Registry, Board of Canvassers, Registry of Vital Statistics, Probate Court, Business Licenses, and Municipal Court as well as providing general services to the public.
Duties include, but are not limited to:

Town Council Records

- Prepare Advertising and Notices for Public Hearings
- Prepare Agendas and Minutes for Town Council meetings
- Document all transactions of the Town Council
- Manage Town Board and Commission Appointments

Land Records Registry

- Record and index all land records, maps, and transactions
- Provide certified copies of land records

Registry of Vital Statistics

- Issue and record marriage licenses
- Register and issue certified records associated with births, deaths, and marriages

Business Licenses

- Accept, review, and schedule for Town Council approval applications for new and renewal of various business licenses in accordance with State Law and Town Ordinances
- Oversee departmental and state agency approvals required for local business licenses

General

- Receive, record, and issue documents related to the above functions
- Maintain, index, and store records related to the above functions
    - Offer easy access by the public and Town staff
    - Provide safe, permanent storage of Town records, both in the record vault and at a secure site off premises
- Receive and respond to all Town Council related public records requests
- Town Clerk serves as Clerk to the Town Council, the Probate Court, the Canvassing Authority and the Municipal Court
- Town Clerk serves as the filing coordinator, acting as liaison between the Town and Secretary of State to ensure that each Board, Committee, and Commission complies with Open Meetings Law
- Act as staff liaison to the Saugatucket Veterans' Memorial Commission
- Issue Transfer Station Tags, and Dog and Kennel Licenses
- License Boat Moorings, and assist the Harbormaster with administration of the Mooring Program
- Provide notary services
- Prepare records for microfilming
- Prepare and arrange publication of public notices
- Prepare requests for department purchase order requisitions and checks
- Provide assistance to other departments for special research projects as needed

FY 2024-2025 Priorities

Priorities	Town Council Goals & Objs
Prepare and manage electronic Business License application filings, both new and renewals	**FI / ES**
Prepare departmental Operating and Capital budgets	**TBF**
Prepare for and administer Statewide Primary Election September 2024, including in-person emergency "early" voting	**FI / CEPP**
Prepare for and administer Statewide Presidential Election November 2024, including in-person emergency "early" voting	**FI/CEPP**
Prepare for and administer Town Budget Referendum Election, June 2025 (as needed)	**FI / CEPP**
Recruit, assign, and train poll workers	**ET**
Train staff in use of state central voter registration system	**ET**
Train staff in use of new state electronic death record registration system	**ET**
Train staff in use of new state electronic marriage license issuance and registration system	**ET**
Complete the Supplement to Town Code of Ordinances including Zoning Ordinance	**FI**
Manage online payment access to the Land Evidence Records Management System	**FI/ES**
Manage the electronic / in-person recording of land evidence documents	**FI/ES**
Work with the Harbormaster to manage Lynxlog, a web-based mooring licensing program allowing for electronic filing of mooring applications	**FI / ES**
Prepare and manage new dog licenses and renewals	**FI / TBF**
Prepare and manage new mooring licenses and renewals	**FI / TBF**
Prepare and manage new business licenses and renewals	**FI / TBF / ES**
Administer Probate estates and monthly Probate Court hearings	**FI**
Administer Municipal Court and Housing Court and train staff accordingly	**FI**
Collaborate with the Secretary of State to move Trade Name filings to the Department of Business Services as required by newly adopted legislation	**FI**

FT 2025 - 2026 Priorities

Proposed Priorities	Town Council Goals & Objs
Prepare and manage electronic Business License application filings, both new and renewals	**FI / TBF / ES**
Prepare Departmental Budgets for effective and efficient service to public	**TBF**
Prepare for and keep record of all Town Council meetings and budget sessions	**FI / CEPP**
Complete Supplement to Town Code of Ordinances and Zoning Ordinance	**FI / CEPP**
Prepare and manage dog licenses and renewals	**FI / TBF**
Administer Probate estates and monthly Probate Court hearings	**FI**
Prepare for and administer Town Budget Referendum Election, June 2026 (as needed)	**FI / CEPP**
Prepare and manage Mooring Licenses and renewals	**FI / TBF**
Continue to improve office organization through retention and records management best practices	**FI**
Implement an electronic database program for Boards and Commissions	**FI**
Manage the electronic recording of land evidence documents	**FI / ES**
Continue to upload recorded maps to the land evidence online records	**FI / ES**
Investigate the ability to implement the acceptance of over the counter debit and/or credit card payments	**TBF**
Continue to transfer election statistics to electronic record	**FI**
Continue to collaborate with the Secretary of State to update voter rolls, specific to voters no longer living in the State, using the Electronic Registration Information Center (ERIC) and the National Change of Address (NCOA)	**FI**
Administer Municipal Court to hear and determine cases of Town Ordinance violations, including Minimum Housing and Zoning, and the adjudication of traffic violations brought by the South Kingstown Police Department, as well as parking tickets	**FI / TBF**
In collaboration with the Saugatucket Veterans Memorial Park Commission, arrange for and oversee maintenance of the War Monument located at Saugatucket Veterans Memorial Park	**VUR / CEPP**
Continue to collaborate with the Secretary of State to move Trade Name filings to the Department of Business Services as required by newly adopted legislation	**FI**

Specific Performance Measurements

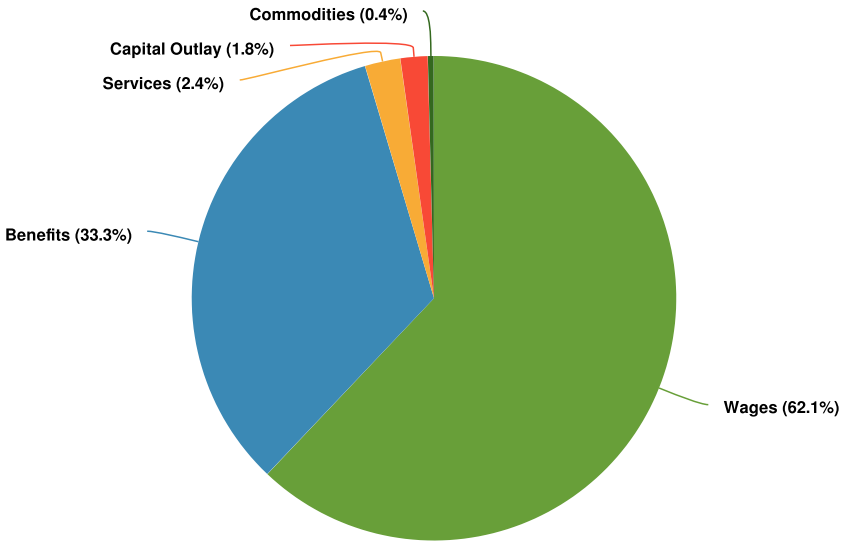
Description	FY 2022-2023 Actual	FY 2023-2024 Actual	FY 2024-2025 Projected	FY 2025-2026 Anticipated	Town Council Goals & Objs
Land Records Logged	5,373	4,907	6,000	6,000	**FI**
Town Council Transactions	1,228	1,000	1,400	1,400	**FI**
Vital Records Issued	3,507	3,085	3,700	3,700	**FI**
Marriage Licenses Issued	169	175	175	175	**FI**
Probate Estates Opened	169	165	195	195	**FI**
Business Licenses Issued	470	493	500	500	**FI / ES**
Eligible Voter Records Maintained	23,450	21,797	23,000	23,000	**FI**
Voter Affiliation Changes	600	600	600	600	**FI**
New Voters Registered	650	568	900	900	**FI / CEPP**
Municipal/Housing Court Cases Processed	----	1,009	2,000	2,000	**PPS**

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
General Fund						
Wages	$323,672	$290,873	$190,683	$291,596	$299,885	$306,320
Benefits	$156,768	$142,701	$90,034	$151,549	$137,475	$150,747
Services	$11,117	$8,393	$6,988	$11,662	$11,662	$11,662
Capital Outlay	$6,781	$8,883	$8,236	$8,236	$8,236	$8,952
Commodities	$2,000	$1,487	$1,238	$2,000	$2,000	$2,000
Total General Fund:	**$500,338**	**$452,336**	**$297,180**	**$465,043**	**$459,258**	**$479,681**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10113001-511001	$311,934.00	$277,908.65	$177,768.52	$282,409.02	$299,184.19
Part-Time Salaries	10113001-511002	$0.00	$0.00	$4,209.47	$0.00	$0.00
Overtime	10113001-511004	$600.00	$1,432.12	$1,380.86	$800.00	$800.00
Longevity	10113001-511006	$11,138.40	$11,532.30	$7,324.41	$8,386.98	$6,335.39
Total Wages:		**$323,672.40**	**$290,873.07**	**$190,683.26**	**$291,596.00**	**$306,319.58**
Benefits						
FICA	10113001-522250	$23,122.92	$20,788.92	$13,770.23	$21,785.58	$21,734.22
Municipal Employees Retirement	10113001-522300	$40,845.74	$36,411.55	$24,682.52	$37,907.00	$40,906.87
State Retirement Defined Cont.	10113001-522301	$2,616.12	$2,257.72	$1,936.81	$3,410.01	$3,241.73
Medical Insur-Active Employees	10113001-522818	$83,438.16	$76,585.75	$43,236.46	$82,157.96	$73,614.99
Medical Insur-Retirees	10113001-522820	$0.00	$1,666.68	$3,333.36	$0.00	$5,470.00
Dental Insur-Active Employees	10113001-522822	$3,884.76	$3,584.80	$1,835.61	$3,712.62	$3,224.67

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Life Insurance	10113001-522850	$510.00	$426.21	$275.97	$425.34	$404.94
Travel Expenses	10113001-538014	$1,000.00	$519.52	$743.26	$1,000.00	$1,000.00
Educational Expenses	10113001-538016	$750.00	$260.00	$220.00	$750.00	$750.00
Uniforms And Other Clothing	10113001-540038	$600.00	$200.00	$0.00	$400.00	$400.00
Total Benefits:		**$156,767.70**	**$142,701.15**	**$90,034.22**	**$151,548.51**	**$150,747.42**
Services						
Professional Services	10113001-530111	$4,542.00	$3,508.00	$3,683.40	$4,542.00	$4,542.00
Employee Training	10113001-530801	$0.00	$0.00	$0.00	$500.00	$500.00
Office Equipment Maintenance	10113001-534014	$305.00	$300.00	$0.00	$320.00	$320.00
Computer/Software Maintenance	10113001-534016	$200.00	$0.00	$0.00	$200.00	$200.00
Advertising	10113001-538012	$5,000.00	$3,668.54	$3,000.00	$5,000.00	$5,000.00
Printing Expenses	10113001-538022	$470.00	$376.25	$0.00	$500.00	$500.00
Licenses And Dues	10113001-538030	$600.00	$540.00	$305.00	$600.00	$600.00
Total Services:		**$11,117.00**	**$8,392.79**	**$6,988.40**	**$11,662.00**	**$11,662.00**
Capital Outlay						
Non-Major Technology Reserve	10113001-530044	$6,781.00	$6,781.00	$8,236.00	$8,236.00	$8,952.00
Office Equipment	10113001-550004	$0.00	$2,101.60	$0.00	$0.00	$0.00
Total Capital Outlay:		**$6,781.00**	**$8,882.60**	**$8,236.00**	**$8,236.00**	**$8,952.00**
Commodities						
Office Materials & Supplies	10113001-540012	$2,000.00	$1,486.52	$1,238.04	$2,000.00	$2,000.00
Total Commodities:		**$2,000.00**	**$1,486.52**	**$1,238.04**	**$2,000.00**	**$2,000.00**
Total Expense Objects:		**$500,338.10**	**$452,336.13**	**$297,179.92**	**$465,042.51**	**$479,681.00**

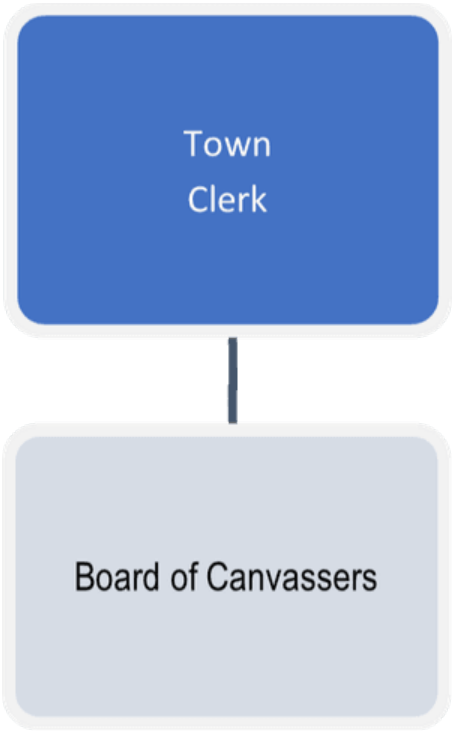
Canvassing Authority

Nichole Romane
Canvassing Clerk

Division Summary

Division Number	Division Description
10113001	Town Clerk
10113005	Canvassing
10113006	Municipal Court

Organizational Chart



MIssion Statement & Primary Functions

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Functions

The Office of the Town Clerk is responsible for providing a number of services to the public. The Office consists of seven major divisions: Town Council Records, Land Records Registry, Board of Canvassers, Registry of Vital Statistics, Probate Court, Business Licenses, and Municipal Court as well as providing general services to the public.
Duties include, but are not limited to:

Board of Canvassers

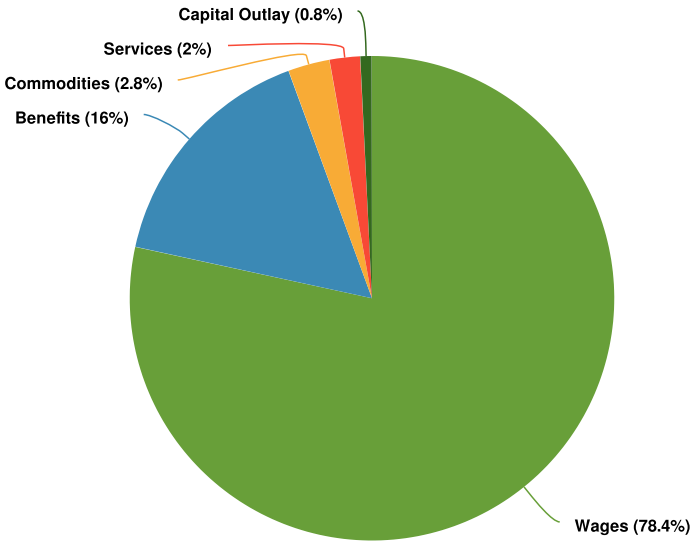
- Prepare Agendas and Minutes for Canvassing Authority meetings
- Prepare for and administer all national, state, and local elections, including budget referendums and bond referendums, in accordance with Federal Law, State Law, and the Town Charter
- Process all new voter applications
- Prepare and maintain all Town voting records, including additions, address/name/party changes, and removals
- Manage the application process for mail ballot voting
- Administer emergency "early" in-person voting
- Review and reconcile election returns after election
- Respond to requests from Candidates and political parties for up to date voter information
- Recruit, assign, and train poll workers

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
General Fund						
Wages	$83,437	$87,441	$84,613	$118,883	$112,235	$120,273
Benefits	$16,614	$17,729	$12,127	$21,909	$19,517	$24,548
Services	$3,000	$8,033	$500	$3,125	$3,125	$3,125
Capital Outlay	$938	$938	$1,114	$1,114	$1,114	$1,191
Commodities	$2,236	$1,828	$1,649	$4,160	$4,406	$4,260
Total General Fund:	**$106,225**	**$115,969**	**$100,003**	**$149,190**	**$140,397**	**$153,396**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10113005-511001	$50,000.13	$52,775.77	$35,197.35	$54,038.38	$55,437.20
Part-Time Salaries	10113005-511002	$3,850.00	$3,849.96	$1,996.15	$3,852.71	$2,850.00
Seasonal Salaries	10113005-511003	$22,710.00	$21,195.00	$40,207.50	$50,400.00	$50,400.00
Overtime	10113005-511004	$6,214.00	$8,957.66	$5,933.87	$9,645.00	$9,645.00
Longevity	10113005-511006	$663.00	$663.00	$1,277.70	$946.76	$1,940.30
Total Wages:		**$83,437.13**	**$87,441.39**	**$84,612.57**	**$118,882.85**	**$120,272.50**
Benefits						
FICA	10113005-522250	$4,473.10	$5,410.65	$3,645.82	$5,099.95	$5,147.72
Municipal Employees Retirement	10113005-522300	$6,373.38	$6,722.51	$4,869.37	$7,167.64	$7,751.70
State Retirement Defined Cont.	10113005-522301	$506.74	$534.44	$364.76	$551.19	$554.37
Medical Insur-Active Employees	10113005-522818	$0.00	$0.00	$0.00	$4,000.00	$5,800.00
Dental Insur-Active Employees	10113005-522822	$958.92	$959.61	$564.20	$987.72	$991.71

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Insurance Buyback	10113005-522840	$4,000.00	$4,000.00	$2,615.28	$4,000.00	$4,000.00
Life Insurance	10113005-522850	$102.00	$102.00	$68.00	$102.00	$102.00
Uniforms And Other Clothing	10113005-540038	$200.00	$0.00	$0.00	$0.00	$200.00
Total Benefits:		**$16,614.14**	**$17,729.21**	**$12,127.43**	**$21,908.50**	**$24,547.50**
Services						
Employee Training	10113005-530801	$0.00	$0.00	$0.00	$125.00	$125.00
Advertising	10113005-538012	$750.00	$2,018.00	$500.00	$750.00	$750.00
Postage	10113005-538020	$2,000.00	$3,810.69	$0.00	$2,000.00	$2,000.00
Printing Expenses	10113005-538022	$250.00	$2,203.92	$0.00	$250.00	$250.00
Total Services:		**$3,000.00**	**$8,032.61**	**$500.00**	**$3,125.00**	**$3,125.00**
Capital Outlay						
Non-Major Technology Reserve	10113005-530044	$938.00	$938.00	$1,114.00	$1,114.00	$1,191.00
Total Capital Outlay:		**$938.00**	**$938.00**	**$1,114.00**	**$1,114.00**	**$1,191.00**
Commodities						
Office Materials & Supplies	10113005-540012	$200.00	$298.79	$529.02	$200.00	$300.00
Miscellaneous Expenses	10113005-580100	$2,036.00	$1,529.27	$1,119.69	$3,960.00	$3,960.00
Total Commodities:		**$2,236.00**	**$1,828.06**	**$1,648.71**	**$4,160.00**	**$4,260.00**
Total Expense Objects:		**$106,225.27**	**$115,969.27**	**$100,002.71**	**$149,190.35**	**$153,396.00**

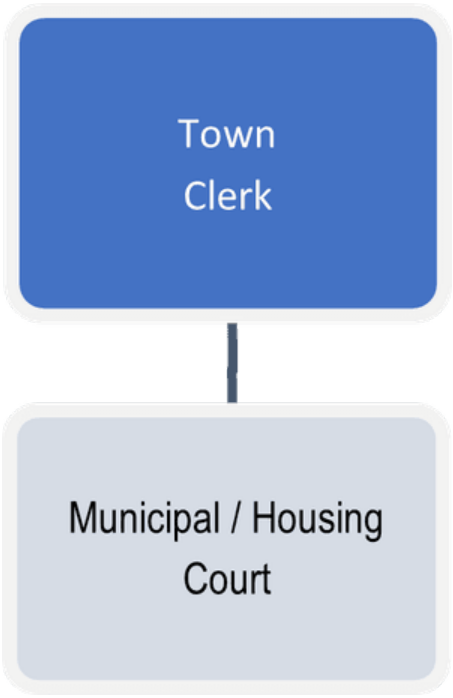
Municipal Court

Nichole Romane
Municipal Court Clerk

Division Summary

Division Number	Division Description
10113001	Town Clerk
10113005	Canvassing
10113006	Municipal Court

Organizational Chart



Mission Statement & Primary Functions

Department Mission Statement

The mission of the Town Clerk's Office is the timely, efficient, and accurate processing, according to applicable state and local laws, of documents preserving past and present vital information required to ensure a sound-functioning government while being ever mindful of neutrality, confidentiality, and impartiality, rendering equal, courteous service to all.

Functions

Municipal Court

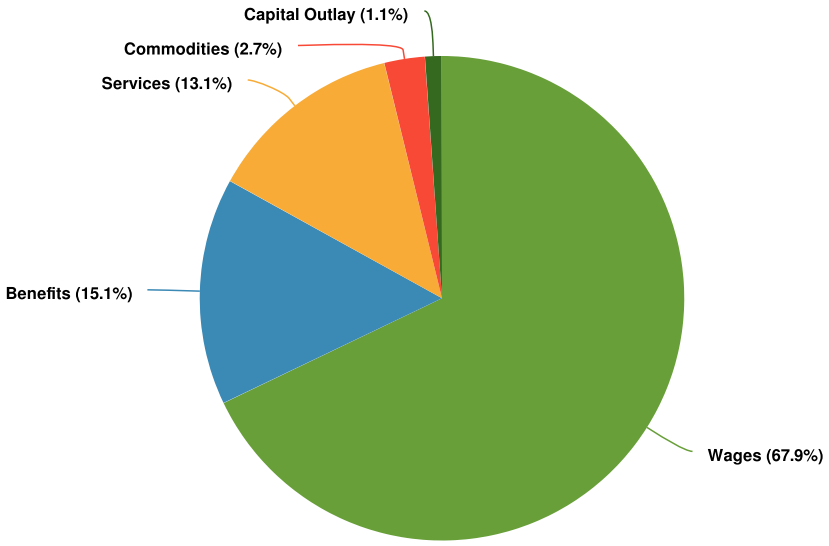
- Hear and determine cases of violations of town ordinances, zoning, and minimum housing
- Review traffic violations and parking tickets brought by the South Kingstown Police Department
- Prepare docket, and document all orders of the court
- Collect all fines related to Municipal Court and Housing Court

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
General Fund						
Wages	$65,221	$59,390	$27,219	$67,294	$45,064	$78,135
Benefits	$30,809	$18,250	$6,534	$20,253	$11,160	$38,906
Services	$15,980	$8,988	$4,340	$15,025	$15,025	$15,125
Capital Outlay	$900	$900	$1,274	$1,274	$1,274	$1,296
Commodities	$5,100	$543	$29	$3,100	$3,100	$3,100
Total General Fund:	**$118,010**	**$88,071**	**$39,396**	**$106,946**	**$75,623**	**$136,562**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10113006-511001	$47,221.08	$41,656.27	$16,394.28	$45,154.72	$58,119.41
Part-Time Salaries	10113006-511002	$18,000.00	$13,538.38	$10,192.30	$17,005.41	$15,000.00
Overtime	10113006-511004	$0.00	$2,533.73	$568.27	$5,000.00	$5,000.00
Longevity	10113006-511006	$0.00	$1,661.79	$63.65	$133.90	$15.91
Total Wages:		**$65,221.08**	**$59,390.17**	**$27,218.50**	**$67,294.03**	**$78,135.33**
Benefits						
FICA	10113006-522250	$3,251.30	$4,401.90	$2,083.87	$4,843.56	$5,564.67
State Retirement Defined Bene	10113006-522300	$5,940.48	$5,449.48	$2,100.52	$5,903.64	$7,731.14
State Retirement Defined Cont.	10113006-522301	$472.16	$401.98	$168.21	$460.57	$572.09
Medical Insur-Active Employees	10113006-522818	$18,884.40	$7,409.52	$1,963.18	$7,471.36	$22,682.00
Dental Insur-Active Employees	10113006-522822	$958.92	$300.27	$188.45	$288.78	$1,050.71
Life Insurance	10113006-522850	$102.00	$86.86	$29.73	$84.66	$105.06

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Educational Expenses	10113006-538016	$1,000.00	$0.00	$0.00	$1,000.00	$1,000.00
Uniforms And Other Clothing	10113006-540038	$200.00	$200.00	$0.00	$200.00	$200.00
Total Benefits:		**$30,809.26**	**$18,250.01**	**$6,533.96**	**$20,252.57**	**$38,905.68**
Services						
Police Detail (Departmental)	10113006-530015	$5,280.00	$2,873.26	$4,340.16	$4,400.00	$4,500.00
Employee Training	10113006-530801	$0.00	$0.00	$0.00	$125.00	$125.00
Computer/Software Maint.	10113006-534016	$10,000.00	$6,115.00	$0.00	$10,000.00	$10,000.00
Advertising	10113006-538012	$500.00	$0.00	$0.00	$0.00	$0.00
Postage	10113006-538020	$200.00	$0.00	$0.00	$500.00	$500.00
Total Services:		**$15,980.00**	**$8,988.26**	**$4,340.16**	**$15,025.00**	**$15,125.00**
Capital Outlay						
Non-Major Technology Reserve	10113006-530044	$900.00	$900.00	$1,274.00	$1,274.00	$1,296.00
Total Capital Outlay:		**$900.00**	**$900.00**	**$1,274.00**	**$1,274.00**	**$1,296.00**
Commodities						
Office Materials & Supplies	10113006-540012	$100.00	$149.89	$28.99	$100.00	$100.00
Miscellaneous Expenses	10113006-580100	$5,000.00	$393.05	$0.00	$3,000.00	$3,000.00
Total Commodities:		**$5,100.00**	**$542.94**	**$28.99**	**$3,100.00**	**$3,100.00**
Total Expense Objects:		**$118,010.34**	**$88,071.38**	**$39,395.61**	**$106,945.60**	**$136,562.01**

Finance Department

Brian Silvia
Finance Director

Division Summary

Division Number	Division Description
10114001	Finance Department
10114005	Post Year Audit

Department Headcount (FTE)

Finance	2022-23 Adopted	2023-24 Adopted	2024-25 Adopted	2025-26 Proposed	Incr./(Decr.) Prior Year
Total Personnel	8.6	8.6	8.6	8.6	0.00

Organizational Chart

MIssion Statement & Primary Functions

Mission Statement

The mission of the Finance Department is to lead the Town's financial management efforts and to serve the public, and all officials and departments of the Town as an information gathering and control center, providing both internal and external reports relative to any financial information involving the Town business in a timely, efficient, and effective manner. The key financial objectives include maintaining strong bond ratings and implementing a Best Practices Financial Reporting and Accounting control system. The Finance Department ensures the integrity and accuracy of the Town's financial transactions in accordance with applicable accounting standards, Town ordinances, state statutes, and federal laws.

Functions

The Finance Department is responsible for the Town's financial, procurement, and risk management, tax and utility collections, accounting control and cash management, financial reporting, and debt management policies and practices. The principal programs, services, and activities offered by the Finance Department include, but are not limited to the following.

Financial Management

- Prepare the Annual Comprehensive Financial Report that provides detailed information on the transactions and events affecting the Town's funds and account groups
- Provide guidance, research, and financial analysis to the organization
- Manage the Town's cash and debt and prepare a financing plan to the Town Manager for review and consideration within the Capital Improvement Program (CIP)
- Schedule bond issues consistent with the CIP financing plan, prepare official statements for bond issuance, and meet with rating agencies to attain rating for bond sales
- Guide the overall financial affairs of the Town and adhere to all laws and regulations
- Assist the Town Manager in the coordination and development of the Town's budget
- Provide timely and accurate monthly, quarterly, and annual financial reporting to the Town Manager, as well as on an as needed basis
- Maintain and update appropriate internal controls, financial policies, and procedures
- Ensure that Town funds are used for appropriate purposes and are recorded within approved budgetary functions/objects

Accounting and Cash Management

- Administer cash management accounts receivable and accounts payable responsibilities
- Reconcile cash and invest funds in a financially prudent manner to maximize interest income; ensure that funds designated for the Town are received and properly recorded
- Pay bills within payment terms of invoice or request for payment, or take advantage of offered discounts; process payments to employees, vendors, and citizens ensuring all Town obligations are paid accurately and timely
- Complete financial statements and assist in the preparation of the comprehensive annual report
- Process and administers the payroll responsibilities of the Town, including the completion of state and federal reports, submission of pension obligations and deductions, and the issuance of W-2s, 1099s, and 1095s
- Administer grants to ensure funds are expended for the intended purpose and reimbursement requests are submitted in a timely manner in accordance with generally accepted accounting principles (GAAP)

Procurement and Risk Management

- Provide procurement support to departments in acquiring goods, services, commodities, and outside resources
- Compile and administer Requests for Quotations, Bids, and Proposals so that goods and services can be obtained in a cost efficient and timely manner
- Maintain and control a capital asset system in conformity with generally accepted accounting principles (GAAP)
- Investigate and identify new products and sources of supply in order to provide greater value to the Town

- Administer contracts and monitor lease agreements for various leased property and buildings; alert department heads of upcoming contract expiration dates
- Maintain and recommend updates to the Town's Purchasing Policy & Procedures
- Administer the safety and loss prevention and the worker's compensation insurance programs
- Manage all property and liability claims filed against the Town
- Process certificates of insurances to include the receipt and issuance, to and from vendors

Tax and Utility Collection

- Act as the central processing office for revenue from all Town departments
- Collect and record the receipt of all local taxes: real estate, motor vehicle, and tangible
- Collect and record receipt of revenues from the Town's Water and Wastewater user fees and Solid Waste charges
- Enforce delinquent collections of taxes through various collection methods
- Submit delinquent motor vehicle and tangible personal property accounts to the Town's collection agency and the State of RI Division of Motor Vehicles annually
- Maintain and coordinate annual Tax Sale for delinquent real estate accounts

FY 2023 - 2024 Priorities

Priorities	Town Council Goals & Objs
Preserve the Town's recognition in achieving the Certificate of Achievement Award for Comprehensive Annual Financial report from the Government Finance Officers Association (GFOA)	**TBF**
Preserve Town's recognition in achieving the Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA)	**TBF**
Enhance FY 2023-2024 budget document in accordance with GFOA Distinguished Budget Presentation Award requirements	**TBF**
Prepare personnel and benefit budgets for all Town departments related to the FY 2023-2024 budget development	**TBF**
Maintain the Town's Aa1 bond rating with Moody's	**TBF**
Provide information to Town officials and the public in a timely, professional, and ethical manner to ensure confidence and encourage involvement	**FI / CEPP**
Maintain compliance with RIGL §44-35-10, which requires the Finance Director to continuously monitor the financial operations of the Town by tracking actual versus budgeted revenues and expenditures; all reports have been submitted within the prescribed deadlines	**TBF**
Update the Town's Purchasing Rules and Regulations to allow for new procedures	**TBF**
Invest in longer-term certificates of deposit, within FDIC limits, and US Government securities to improve investment earnings	**TBF**
Continue to achieve a collection rate over 99%	**TBF**
Continue to pursue alternate means of collecting delinquent tangible and property taxes	**TBF**
Continue to develop a centralized purchasing division to administer the procurement process and proactively issue bids for goods and services, promoting a transparent process	**FI / TBF**
Continue to monitor department staff responsibilities and work product to achieve more productivity through enhancements of oversight and training	**FI / ET**
Enhance leadership capabilities and improve the knowledge and skills of departmental personnel by encouraging employees to participate in GFOA, RIMPA, and/or other Finance/Budget related trainings/courses	**ET**

FY 2024 - 2025 Priorities

Proposed Priorities	Town Council Goals & Objs
Prepare and submit a 6-year Capital Improvement Program (CIP) for the period of FY 2024-2025 through FY 2029-2030 to the Town Council	**TBF**
Maintain or improve Aa1 rating with Moody's; plan for a potential school bond referendum	**TBF**
Continue to enhance and provide the FY 2024-2025 Town's budget document in accordance with GFOA Distinguished Budget Presentation Award requirements and submit to GFOA for award consideration and look to implement a new budget software for the Town	**TBF**
Complete FY 2022-2023 Comprehensive Annual Financial Report with an unqualified opinion and submit to GFOA for certification of achievement consideration	**TBF**
Continue to invest in longer-term vehicles to achieve optimal rates of return	**TBF**
Enhance finance system module and upgrades to improve functionality, accountability, and reporting for the benefit of system end users and the reporting audience	**TBF / ET**
Encourage and foster trust among Town officials, employees, and the public	**TBF / ET**
Continue to achieve a collection rate over 99%	**TBF**
Continue to improve collections of delinquent taxes on motor vehicles via the Town's collection agency	**TBF**
Promote and preserve financial stability and sustainability of Town operations and ensure that resources are used responsibly and efficiently	**TBF**
In collaboration with IT, continue training with Munis to allow for greater utilization of the software by the Town and potentially additional modules	**TBF / ET**
Enhance budget accountability with analysis focused on budget variances; Continue to review and integrate best practices relative to municipal budgeting	**TBF**
Consider enhancements of preparing and reporting the Town's budget document via budget preparation and reporting software tools	**TBF**

Specific Performance Measurements

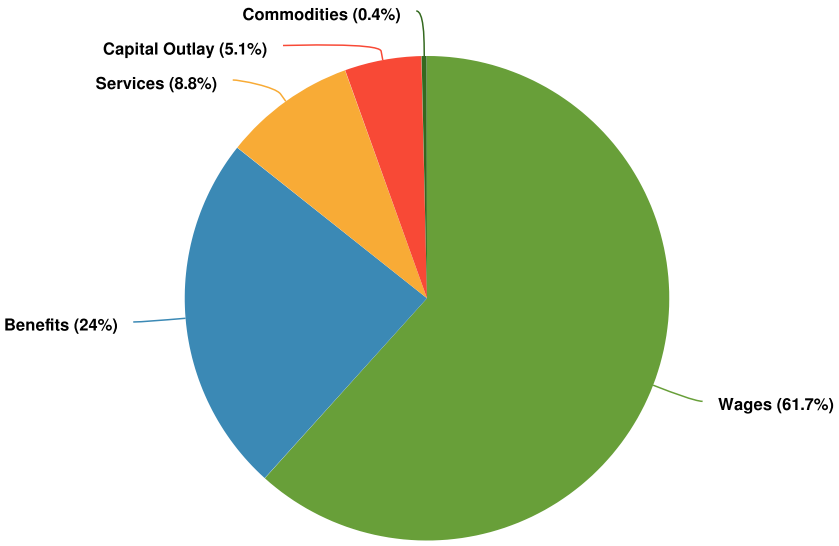
Description	FY 2022-2023 Actual	FY 2023-2024 Actual	FY 2024-2025 Anticipated	FY 2025-2026 Projected	Town Council Goals & Objs
Unassigned Fund Balance	18.03%	18.46%	18.25%	18.25%	**TBF**
as a % of Budgeted Revenues	Aa1	Aa1	Aa1	Aa1	**TBF**
Bond Rating: Moody's	Yes	Yes	Yes	Yes	**TBF**
GFOA Comprehensive Annual Financial Report Award	34	35	36	37	**TBF**
Years Received	Yes	Yes	Yes	Yes	**TBF**
GFOA Distinguished Budget Presentation Award	7	8	9	10	**TBF**
Years Received	100.00%	100.00%	100.00%	100.00%	**TBF**
Year End Expenditures < or = to 100% of the General Fund Budget	100%	100%	100%	100%	**TBF**
Audit Findings of Material Weakness	None	None	None	None	**TBF**
Unqualified Opinion from Independent Auditors	Yes	Yes	Yes	Yes	**TBF**
% of Payroll Remitted by Direct Deposit	94%	96%	96%	96%	**TBF**
% of Direct Deposits were Electronic Advices	77%	83%	84%	85%	**TBF**
Vendor Payments Issued	4,691	4,202	4,609	5,056	**TBF**
1099-misc prepared	161	175	190	207	**TBF**
Purchase Orders processed	2,816	2,901	3,049	3,001	**TBF**
Requisitions over $5,000 converted to P.O. in less than 10 days	100%	100%	100%	100%	**TBF**
Avg. # of days to complete bank reconciliation after month-end	28.8	35.58	30	25	**TBF**
Collection Rate	99.70%	99.02%	98.00%	98.00%	**TBF**
# of delinquent notices	4,633	4,050	4,100	4,100	**TBF**
Municipal Lien Certificates	589	576	550	550	**TBF**

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
General Fund						
Wages	$590,855	$584,093	$430,000	$604,010	$626,472	$623,993
Benefits	$182,550	$176,305	$121,704	$211,187	$184,055	$248,215
Services	$27,115	$20,734	$12,061	$31,687	$31,532	$97,577
Capital Outlay	$107,679	$63,412	$46,817	$49,405	$47,066	$51,812
Commodities	$3,750	$6,454	$2,944	$3,600	$3,403	$3,650
Total General Fund:	**$911,949**	**$850,998**	**$613,525**	**$899,890**	**$892,528**	**$1,025,247**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10114001-511001	$554,029.94	$545,992.46	$363,628.41	$565,336.77	$582,990.61
Part-Time Salaries	10114001-511002	$30,911.56	$31,738.08	$22,294.01	$30,801.87	$31,599.20
Overtime	10114001-511004	$0.00	$0.00	$61.05	$0.00	$0.00
Retirement/Vacation Reimb.	10114001-511005	$0.00	$0.00	$33,179.68	$0.00	$0.00
Longevity	10114001-511006	$5,913.97	$6,362.07	$10,836.41	$7,871.67	$9,403.08
Total Wages:		**$590,855.47**	**$584,092.61**	**$429,999.56**	**$604,010.31**	**$623,992.90**
Benefits						
FICA	10114001-522250	$44,703.88	$45,126.55	$33,235.35	$45,689.21	$44,876.86
Municipal Employees Retirement	10114001-522300	$74,306.13	$73,479.05	$52,943.80	$82,399.53	$87,882.32
State Retirement Defined Cont.	10114001-522301	$6,177.95	$6,112.45	$4,141.29	$6,352.07	$6,381.02
Medical Insur-Active Employees	10114001-522818	$40,015.05	$32,170.72	$19,579.05	$54,709.68	$82,127.00
Medical Insur-Retirees	10114001-522820	$250.00	$0.00	$0.00	$250.00	$5,500.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Dental Insur-Active Employees	10114001-522822	$2,184.97	$2,719.79	$1,581.00	$2,787.89	$3,899.00
Insurance Buyback	10114001-522840	$9,642.00	$13,828.88	$9,347.67	$13,829.00	$12,379.00
Life Insurance	10114001-522850	$769.87	$726.18	$475.52	$769.90	$769.90
Travel Expenses	10114001-538014	$1,100.00	$0.00	$0.00	$1,000.00	$1,000.00
Educational Expenses	10114001-538016	$2,400.00	$1,146.00	$0.00	$2,400.00	$2,400.00
Uniforms And Other Clothing	10114001-540038	$1,000.00	$995.00	$400.00	$1,000.00	$1,000.00
Total Benefits:		**$182,549.85**	**$176,304.62**	**$121,703.68**	**$211,187.28**	**$248,215.09**
Services						
Professional Services	10114001-530111	$6,500.00	$9,324.96	$0.00	$9,000.00	$9,500.00
Employee Training	10114001-530801	$0.00	$0.00	$0.00	$1,000.00	$1,000.00
Telephone	10114001-532000	$1,080.00	$1,058.16	$532.99	$1,080.00	$1,080.00
Office Equipment Maintenance	10114001-534014	$0.00	$832.00	$832.00	$832.00	$832.00
Computer/Software Maintenance	10114001-534016	$400.00	$486.74	$774.12	$650.00	$63,040.00
Advertising	10114001-538012	$300.00	$355.00	$350.00	$350.00	$350.00
Printing Expenses	10114001-538022	$18,000.00	$8,027.21	$9,035.91	$18,000.00	$21,000.00
Licenses And Dues	10114001-538030	$835.00	$650.00	$536.00	$775.00	$775.00
Total Services:		**$27,115.00**	**$20,734.07**	**$12,061.02**	**$31,687.00**	**$97,577.00**
Capital Outlay						
Non-Major Technology Reserve	10114001-530044	$11,679.00	$11,679.00	$12,940.00	$12,940.00	$13,312.00
Computer Equipment	10114001-550002	$95,000.00	$51,223.10	$33,876.70	$35,965.00	$38,000.00
Furniture And Furnishings	10114001-550026	$1,000.00	$510.05	$0.00	$500.00	$500.00
Total Capital Outlay:		**$107,679.00**	**$63,412.15**	**$46,816.70**	**$49,405.00**	**$51,812.00**
Commodities						
Office Materials & Supplies	10114001-540012	$3,500.00	$3,132.79	$2,740.32	$3,500.00	$3,500.00
Books And Publications	10114001-540020	$250.00	$65.00	$149.00	$100.00	$150.00
Miscellaneous Expenses	10114001-580100	$0.00	$3,256.65	$54.44	$0.00	$0.00
Total Commodities:		**$3,750.00**	**$6,454.44**	**$2,943.76**	**$3,600.00**	**$3,650.00**
Total Expense Objects:		**$911,949.32**	**$850,997.89**	**$613,524.72**	**$899,889.59**	**$1,025,246.99**

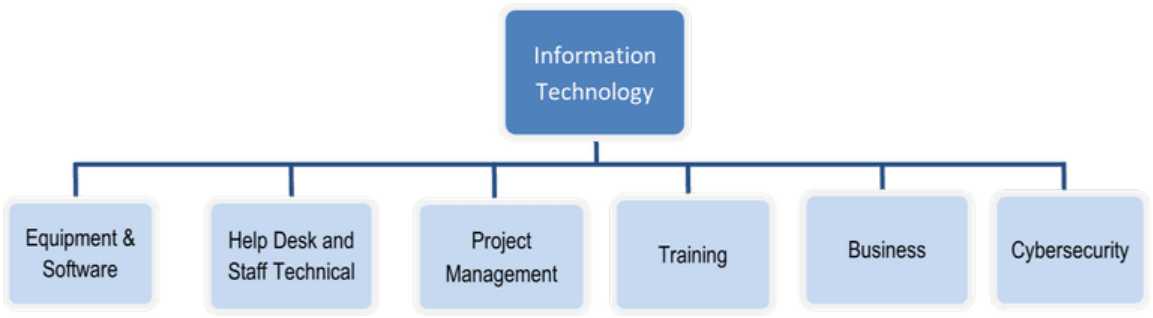
Information Technology

Lori-Ann Fox
Director of Information Technology

Department Headcount (FTE)

Information Technology	2022-23 Adopted	2023-24 Adopted	2024-25 Adopted	2025-26 Proposed	Incr./(Decr.) Prior Year
Total Personnel	3.00	3.00	3.00	3.00	0.00

Organizational Chart



Mission Statement & Primary Functions

Mission Statement

The Information Technology (IT) Department delivers assistance and guidance in technology related services, and projects to all Town Departments. The IT Department provides leadership in implementing, supporting, and delivering technology solutions that align with South Kingstown's goals and objectives. In collaboration with all Town Departments, IT strives to use technology to enhance services provided to our residents, business owners, and visitors.

Functions

The IT Department has duties which include, but are not limited to the following:

- Provide oversight and project management for any Town project involving technology
- Maintain the hardware and software needs for all Town locations
- Create a standards based database environment, while increasing productivity and functionality for Town staff to serve the public
- Assist all Town departments with streamlining their business processes to gain efficiencies and better serve our constituents
- Adhere to cybersecurity best practices and create awareness among staff
- Establish traditional audit trails and controls
- Assist in the training and orientation of technology users
- Adopt new and emerging technologies
- Empower Town staff to embrace and utilize technology

FY 2024-2025 Priorities

Proposed Priorities	Town Council Goals & Objs
Windows server operating system upgrade, multi-year project	**FI**
PC replacement	**FI**
Mobile Device Management System, multi-year project	**FI**
Munis upgrade	**FI / TBF**
Video Surveillance Project, multi-year project	**FI/PPS**
Internet and MFA deployment for Police vehicles	**FI/PPS**
Migrate to Cloud-based Tax Collection and Utility Billing System	**FI**
Town server replacement	**FI**
Website redesigns for Recreation and Police Departments	**FI**
Police Mobile Replacement	**FI/PPS**
Zoning Online Applications	**FI**
Planning Online Applications	**FI**
Mobile Streaming Solution	**FI**

FY 2025-2026 Priorities

Priorities	Town Council Goals & Objs
Windows server operating system upgrade; multi-year project	**FI**
Town-wide cybersecurity hardening	**FI / PPS**
SharePoint reorganization	**FI**
Mobile Device Management, multi-year project	**FI/PPS**
Video Surveillance Project, multi-year project	**FI/PPS**
Planning Applications Online	**FI**

Specific Performance Measurements

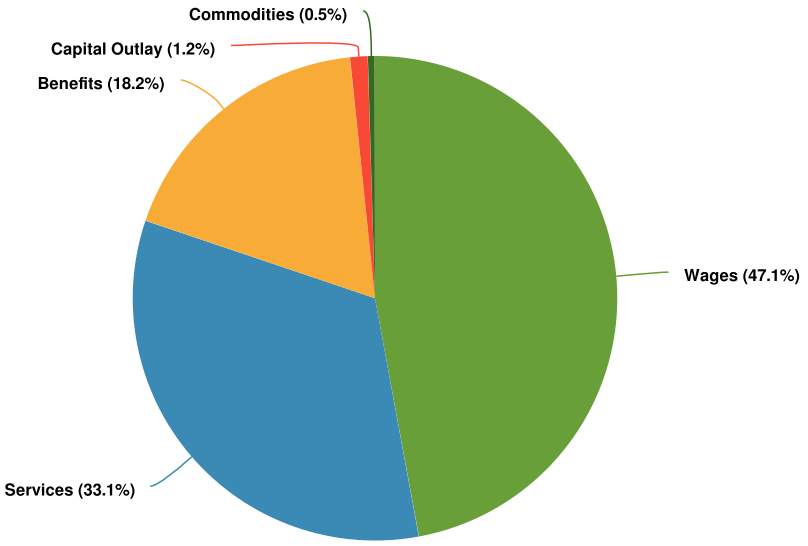
Description	FY 2020-2021 Actual	FY 2021-2022 Actual	FY 2022-2023 Actual	FY 2023-2024 Actual	FY2024-2025 Anticipated	FY2025-2026 Anticipated	Town Council Goals & Objs
IT Help Desk Tickets Resolved	1,577	1,582	1,374	1,550	1,450	1500	**FI**
Average # of Tickets per month	131	132	115	129	121	125	**FI**
Projects Completed	10	13	11	12	16	11	**FI / TBF / CEPP**
Applications Supported	66	66	66	66	66	65	**FI / TBF / CEPP**
Physical servers and appliances	15	12	10	9	9	9	**FI**
Virtual servers	25	16	13	17	19	17	**FI**
Firewalls	4	5	5	5	5	5	**FI**
Personal Computers/Devices	316	354	358	357	360	361	**FI**
Printers	53	56	56	57	60	60	**FI**
Switches	24	24	24	31	25	26	**FI**
Wireless access points	13	13	15	19	15	15	**FI**

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Wages	$292,368	$237,158	$186,295	$288,843	$282,423	$297,546
Benefits	$117,449	$87,648	$69,758	$109,200	$106,235	$117,716
Services	$186,577	$185,488	$143,945	$194,377	$183,302	$209,053
Capital Outlay	$6,000	$19,262	$5,706	$6,792	$6,792	$7,407
Commodities	$3,000	$2,429	$1,510	$3,000	$3,000	$3,000
Total:	**$605,394**	**$531,986**	**$407,213**	**$602,212**	**$581,752**	**$634,722**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10114003-511001	$284,062.54	$232,552.70	$182,057.29	$279,996.96	$288,525.41
Part-Time Salaries	10114003-511002	$3,600.00	$1,900.00	$1,200.00	$3,600.00	$3,600.00
Overtime	10114003-511004	$2,000.00	$0.00	$0.00	$2,000.00	$2,000.00
Longevity	10114003-511006	$2,705.04	$2,705.02	$3,037.28	$3,246.04	$3,421.08
Total Wages:		**$292,367.58**	**$237,157.72**	**$186,294.57**	**$288,843.00**	**$297,546.49**
Benefits						
FICA	10114003-522250	$21,135.71	$17,636.45	$13,856.18	$21,098.81	$20,933.10
Municipal Employees Retirement	10114003-522300	$36,075.37	$29,595.37	$24,710.09	$36,922.43	$39,319.03
State Retirement Defined Cont.	10114003-522301	$3,481.30	$2,966.36	$2,263.17	$3,489.89	$3,501.33
Medical Insur-Active Employees	10114003-522818	$41,921.52	$26,497.78	$20,677.65	$33,354.19	$36,616.00
Medical Insur-Retirees	10114003-522820	$1,250.00	$3,000.00	$2,000.00	$1,250.00	$3,500.00
Dental Insur-Active Employees	10114003-522822	$1,919.91	$1,112.16	$770.93	$1,319.04	$1,360.44

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Life Insurance	10114003-522850	$285.60	$219.51	$192.58	$285.60	$285.60
Travel Expenses	10114003-538014	$1,980.00	$1,268.63	$2,144.90	$1,980.00	$2,700.00
Educational Expenses	10114003-538016	$9,200.00	$5,154.00	$3,142.00	$9,300.00	$9,300.00
Uniforms And Other Clothing	10114003-540038	$200.00	$198.20	$0.00	$200.00	$200.00
Total Benefits:		**$117,449.41**	**$87,648.46**	**$69,757.50**	**$109,199.96**	**$117,715.51**
Services						
Internet Access	10114003-530066	$8,580.00	$7,906.84	$5,596.08	$8,580.00	$8,448.00
Professional Services	10114003-530111	$18,100.00	$17,813.19	$9,310.66	$19,400.00	$19,800.00
Employee Training	10114003-530801	$0.00	$0.00	$0.00	$375.00	$375.00
Telephone	10114003-532000	$12,492.00	$11,452.58	$7,114.42	$12,492.00	$12,492.00
Office Equipment Maintenance	10114003-534014	$45,525.00	$43,478.33	$28,388.58	$47,825.00	$62,453.00
Computer/Software Maintenance	10114003-534016	$101,680.00	$104,712.33	$93,535.55	$105,480.00	$105,260.00
Advertising	10114003-538012	$100.00	$0.00	$0.00	$100.00	$100.00
Licenses And Dues	10114003-538030	$100.00	$125.00	$0.00	$125.00	$125.00
Total Services:		**$186,577.00**	**$185,488.27**	**$143,945.29**	**$194,377.00**	**$209,053.00**
Capital Outlay						
Non-Major Technology Reserve	10114003-530044	$3,000.00	$3,000.00	$3,792.00	$3,792.00	$4,407.00
Computer Equipment	10114003-550002	$3,000.00	$1,262.18	$1,913.79	$3,000.00	$3,000.00
Transfer To Other Funds	10114003-590999	$0.00	$15,000.00	$0.00	$0.00	$0.00
Total Capital Outlay:		**$6,000.00**	**$19,262.18**	**$5,705.79**	**$6,792.00**	**$7,407.00**
Commodities						
Office Materials & Supplies	10114003-540012	$3,000.00	$2,429.24	$1,509.51	$3,000.00	$3,000.00
Total Commodities:		**$3,000.00**	**$2,429.24**	**$1,509.51**	**$3,000.00**	**$3,000.00**
Total Expense Objects:		**$605,393.99**	**$531,985.87**	**$407,212.66**	**$602,211.96**	**$634,721.99**

Post Year Audit

Brian Silvia
Finance Director

Division Number	Division Description
10114001	Finance Department
10114005	Post Year Audit

Organizational Chart

Mission Statement & Primary Functions

Mission Statement

The mission of the Finance Department is to lead the Town's financial management efforts and to serve the public, and all officials and departments of the Town as an information gathering and control center, providing both internal and external reports relative to any financial information involving the Town business in a timely, efficient, and effective manner. The key financial objectives include maintaining strong bond ratings and implementing a Best Practices Financial Reporting and Accounting control system. The Finance Department ensures the integrity and accuracy of the Town's financial transactions in accordance with applicable accounting standards, Town ordinances, state statutes, and federal laws.

Functions

The Finance Department is responsible for the Town's financial, procurement, and risk management, tax and utility collections, accounting control and cash management, financial reporting, and debt management policies and practices. The principal programs, services, and activities offered by the Finance Department include, but are not limited to the following.

Financial Management

- Prepare the Annual Comprehensive Financial Report that provides detailed information on the transactions and events affecting the Town's funds and account groups.

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Services	$32,774	$32,775	$36,160	$36,440	$36,160	$40,000
Total Services:	**$32,774**	**$32,775**	**$36,160**	**$36,440**	**$36,160**	**$40,000**

Expenditures by Expense Type

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Services						
Professional Services	10114005-530111	$32,774.00	$32,775.44	$36,159.59	$36,440.00	$40,000.00
Total Services:		**$32,774.00**	**$32,775.44**	**$36,159.59**	**$36,440.00**	**$40,000.00**
Total Expense Objects:		**$32,774.00**	**$32,775.44**	**$36,159.59**	**$36,440.00**	**$40,000.00**

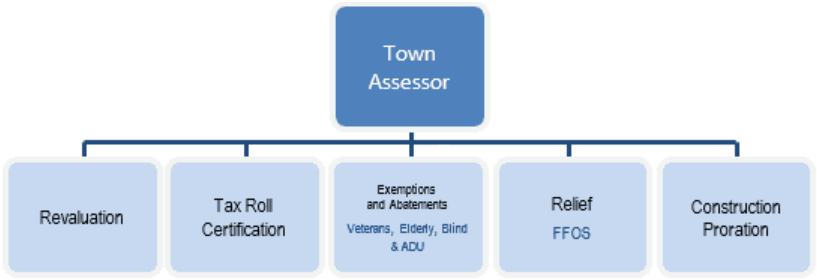
Town Assessor

Wendy Duarte
Town Assessor

Department Headcount (FTE)

Town Assessor	2022-23 Adopted	2023-24 Adopted	2024-25 Adopted	2025-26 Proposed	Incr./(Decr.) Prior Year
Total Personnel	4.00	4.00	4.00	4.00	0.00

Organizational Chart



Mission Statement & Primary Functions

Mission Statement

The mission of the Town Assessor's Office is to provide for the orderly valuation of all real estate and tangible personal property located in the Town of South Kingstown. The primary objective of the Department is to discover, list, and value all taxable and exempt property, to ensure that assessments are made properly and uniformly, and that the tax roll, when completed, is a true and accurate account of all ratable property in the jurisdiction.

Functions

Town Assessor's Office

The duties performed by the Town Assessor's Office include, but are not limited to:

- Discover, list, and value all taxable and exempt real estate and tangible property
- Prepare an annual tax roll detailing a true and accurate account of all ratable property
- Coordinate all activities related to the 3-year property revaluation cycles, with full revaluations every nine years and two statistical revaluations in the third and sixth years
- Administer state and local exemption and abatement programs
- Maintain records of property ownership for real estate and personal property
- Prepare appeal hearings and serve as a liaison for the Assessment Board of Review
- Process new surveys for parcels and determine assessment values
- Inspection of all building permits
- Coordinate with the Town's GIS Division to maintain and update the Town Assessor's plat maps in hard copy and digital format (available online)
- Provide information and reports to the State of Rhode Island Department of Revenue for certification, new legislation, fiscal impact inquiries as well as general inquiries
- Disseminate information to the general public concerning public records maintained in the Town Assessor's Office

FY 2024-2025 Priorities

Priorities	Town Council Goals & Objs
Certify the Tax Roll on June 13, 2025 to include real estate and tangibles	**TBF**
Discover, list, and provide for the orderly valuation of all taxable and exempt property, including real estate and tangible personal property located in the town, to ensure that assessments are made properly and uniformly and that the tax roll, when completed, is a true and accurate account of all ratable property in the jurisdiction.	**TBF**
Keep accurate records of property ownership, and market and cost trends; Coordinate all activities to prepare for triennial property valuation updates and revaluations	**TBF**
Ensure that evaluations and revaluations, and the abatement and exemption programs are completed per state laws, local ordinances, and follow assessment standards prescribed by both Rhode Island and National Association of Assessing Officers to ensure that all property is being assessed in a uniform and equitable manner	**TBF**
Serve as a liaison to the Assessment Board of Review, preparing all materials as needed	**TBF**
Provide accurate information to the public in a courteous, efficient, and professional manner	**FI / CEPP**
Provide information and reports accurately and in a timely fashion to the state as required	**TBF**

FY 2025-2026 Priorities

Proposed Priorities	Town Council Goals & Objs
Review assessment appeals resulting from the December 31, 2024 Statistical Revaluation and coordinate Assessment Board of Review hearings	**TBF**
Inspect and process new Building Permits, and re-inspect those not completed	**TBF**
Receive, process, and maintain Tax Exemption Records for the Elderly, Veteran's, Blind, Tangible and ADU exemptions	**VUR / TBF**
Maintain Tax Records for the Farm Forest Open Space (FFOS) Program	**TBF**
Provide Certification Reports to the State of Rhode Island	**TBF**
Provide information to the general public concerning public records, such as revaluations, assessments, property ownership, exemptions, and assessment appeal policy	**FI / CEPP**
Review deeds received from the Town Clerk's Office and maintain records related to New Property Ownership for Real Estate, Personal Property, Probate, approximately 1,200 annually; Review and process approximately 1,100 Tangible Business Annual Returns	**TBF**
Prepare Appeal Hearings and serve as Liaison for the Assessment Board of Review	**TBF**
Process New Construction Proration Tax Bills for properties where a Certificate of Occupancy (CO) is granted, to reflect assessment based on the remaining days in the calendar year	**TBF**
Process Addendum Tax Bills for real estate tangible accounts not on the original tax roll	**TBF**
Process Tax Abatements to adjust assessments as needed	**TBF**
Process new surveys and subdivisions, adjust Assessor Maps and recalculate assessments as needed	**TBF**
Digitize property records cards and 1940 aerial assessor maps	**CEPP/ET**

Specific Performance Measurements

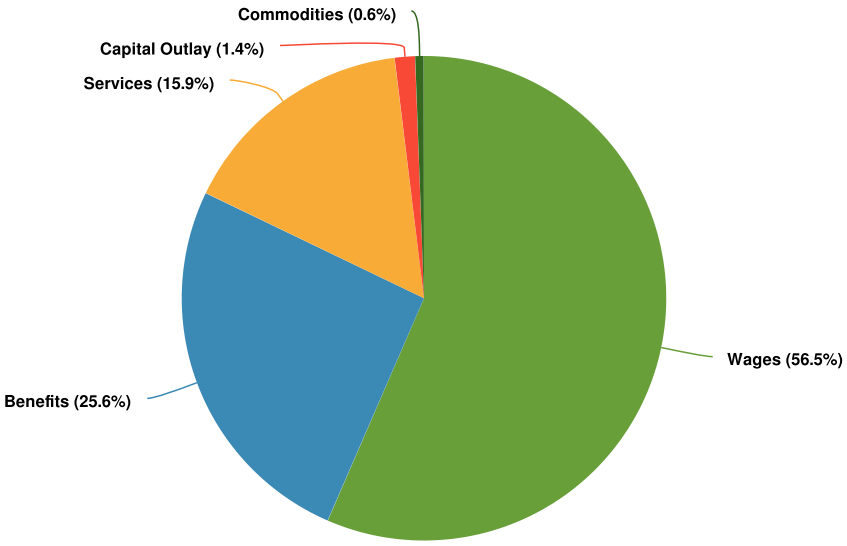
Description	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Actual	FY2025-26 Anticipated	Town Council Goals & Objs
Real Estate & Tangible Property Tax Rate[1]	$10.95	$11.05	11.05	TBD	TBF
Motor Vehicles Tax Rate	Phased Out	Phased Out	Phased Out	Phased Out	TBF
Property Tax Roll	$7.02B	$6.89B	$6.93B	$8.75B	TBF
Motor Vehicle Tax Roll	Phased Out	Phased Out	Phased Out	Phased Out	TBF
Property Tax Generated	$78.244M	$76.242M	$76.666M	$96.305M	TBF
Motor Vehicle Tax Generated	State Aid	State Aid	State Aid	State Aid	TBF
Building Permits	1,100	1,100	1,100	1,200	TBF
Property Assessments (Net)	$7.020B	$6.899B	$6.938B	$8.754B	TBF
Motor Vehicles	Phased Out	Phased Out	Phased Out	Phased Out	TBF
FFOS properties	150	151	152	153	TBF / LU
Elderly Tax Credit - # of participants	172	205	195	210	TBF / VUR
Elderly Tax Credit - value	$319,000	$351,972	$335,048	350,000	TBF / VUR
Veterans Exemption - # of Veterans	900	766	775	813	TBF / VUR
Veterans Exemption - value	$167,212	$171,235	$173,170	181,493	TBF / VUR
Veterans Exemption	$215	$215	$215	$215	TBF / VUR
100% Disabled Veteran	$340	$340	$340	$340	TBF / VUR
Ex-POW	$565	$565	$565	$565	TBF / VUR
Unmarried Widow(er) of Veteran	$215	$215	$215	$215	TBF / VUR
Gold Star Parent	$378	$378	$378	$378	TBF / VUR
ADU (Affordable Dwelling Unit) Exemption, # of participants	N/A	N/A	N/A	3	TBF / VUR/ H
ADU (Affordable Dwelling Unit) Exemption - Value	N/A	N/A	N/A	$720,483	TBF / VUR / H
Blind	$426	$426	$426	$426	TBF / VUR / H

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Wages	$263,480	$226,287	$160,524	$265,903	$248,943	$285,261
Benefits	$127,085	$96,509	$67,434	$133,487	$133,328	$130,858
Services	$10,950	$5,258	$41,730	$72,852	$33,170	$88,572
Capital Outlay	$5,135	$6,128	$6,880	$7,300	$6,800	$6,830
Commodities	$4,600	$3,348	$2,259	$2,900	$2,816	$2,900
Total:	**$411,250**	**$337,530**	**$278,827**	**$482,443**	**$425,056**	**$514,421**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10115001-511001	$263,479.69	$220,098.16	$157,081.38	$264,550.93	$283,669.75
Overtime	10115001-511004	$0.00	$3,369.58	$1,783.23	$0.00	$0.00
Retirement/Vacation Reimb.	10115001-511005	$0.00	$2,554.35	$532.25	$0.00	$0.00
Longevity	10115001-511006	$0.00	$265.20	$1,127.10	$1,352.52	$1,591.20
Total Wages:		**$263,479.69**	**$226,287.29**	**$160,523.96**	**$265,903.45**	**$285,260.95**
Benefits						
FICA	10115001-522250	$18,921.24	$16,552.53	$11,732.72	$19,663.56	$20,300.53
Municipal Employees Retirement	10115001-522300	$33,145.58	$27,721.76	$21,120.82	$34,662.10	$38,292.87
State Retirement Defined Cont.	10115001-522301	$2,634.84	$2,203.72	$1,582.15	$2,937.76	$2,818.50
Medical Insur-Active Employees	10115001-522818	$64,575.12	$44,628.85	$29,345.39	$69,343.44	$63,125.14
Dental Insur-Active Employees	10115001-522822	$3,565.20	$2,497.02	$1,479.64	$3,672.24	$3,113.00
Insurance Buyback	10115001-522840	$0.00	$1,225.95	$190.71	$0.00	$0.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Life Insurance	10115001-522850	$408.00	$344.19	$246.50	$408.00	$408.00
Travel Expenses	10115001-538014	$100.00	$0.00	$0.00	$0.00	$0.00
Educational Expenses	10115001-538016	$3,000.00	$1,000.00	$1,736.00	$2,000.00	$2,000.00
Uniforms And Other Clothing	10115001-540038	$735.00	$335.00	$0.00	$800.00	$800.00
Total Benefits:		**$127,084.98**	**$96,509.02**	**$67,433.93**	**$133,487.10**	**$130,858.04**
Services						
Outside Data Processing	10115001-530018	$900.00	$0.00	$0.00	$0.00	$0.00
Professional Services	10115001-530111	$6,050.00	$3,000.00	$25,331.75	$53,252.00	$45,252.00
Employee Training	10115001-530801	$0.00	$0.00	$0.00	$500.00	$500.00
Telephone	10115001-532000	$1,100.00	$997.56	$502.94	$1,100.00	$1,100.00
Motor Vehicles Maintenance	10115001-534010	$200.00	$0.00	$0.00	$200.00	$200.00
Office Equipment Maintenance	10115001-534014	$1,000.00	$0.00	$0.00	$1,000.00	$300.00
Computer/Software Maintenance	10115001-534016	$0.00	$0.00	$14,510.00	$14,600.00	$39,520.00
Advertising	10115001-538012	$500.00	$325.00	$225.00	$1,000.00	$500.00
Licenses And Dues	10115001-538030	$1,200.00	$935.00	$1,160.00	$1,200.00	$1,200.00
Total Services:		**$10,950.00**	**$5,257.56**	**$41,729.69**	**$72,852.00**	**$88,572.00**
Capital Outlay						
Non-Major Technology Reserve	10115001-530044	$4,635.00	$4,635.00	$5,800.00	$5,800.00	$5,830.00
Office Equipment	10115001-550004	$500.00	$1,492.78	$579.99	$1,000.00	$500.00
Furniture And Furnishings	10115001-550026	$0.00	$0.00	$500.00	$500.00	$500.00
Total Capital Outlay:		**$5,135.00**	**$6,127.78**	**$6,879.99**	**$7,300.00**	**$6,830.00**
Commodities						
Office Materials & Supplies	10115001-540012	$3,200.00	$2,568.37	$1,663.09	$2,000.00	$2,000.00
Books And Publications	10115001-540020	$600.00	$271.00	$516.00	$600.00	$600.00
Motor Vehicle Materials & Supp	10115001-540028	$300.00	$0.00	$0.00	$0.00	$0.00
Fuels And Lubricants	10115001-540040	$500.00	$256.48	$79.96	$300.00	$300.00
Miscellaneous Expenses	10115001-580100	$0.00	$252.23	$0.00	$0.00	$0.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Total Commodities:		$4,600.00	$3,348.08	$2,259.05	$2,900.00	$2,900.00
Total Expense Objects:		$411,249.67	$337,529.73	$278,826.62	$482,442.55	$514,420.99

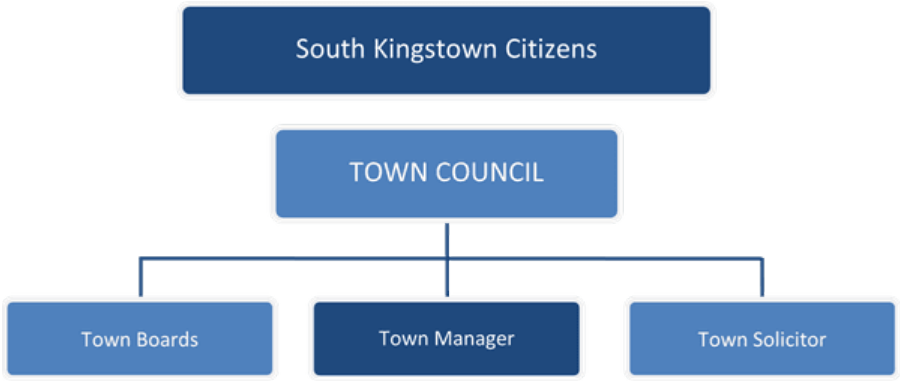
Assessment Board of Review

David C. Baud
Chairman

This section incorporates multiple divisions, each of which fall under the purview of the Town Council, and include the following:

Division Number	Division Description
11001	Town Council
11003	Budget Referendum
11007	Probate Court
15003	Assessment Board of Review
16003	Planning Board
16009	Conservation Commission
17003	Zoning Board of Review

Organizational Chart



Mission Statement & Primary Functions

Mission Statement

Assessment Board of Review

The Assessment Board of Review was established by Town Charter, Sections 4242 through 4246 (https://library.municode.com/ri/south_kingstown/codes/code_of_ordinances?nodeId=PTITHCH_ARTIVADDEPR_4240DETAAS_S4242BOASRE). Its procedures were established by Town Ordinance, Section 8-9 through 8-12, effective July 1, 1971. The Assessment Board of Review is charged with hearing and considering the appeal of any property owner concerning the amount of his/her assessed valuation and holds the authority to order a correction. This has been an especially critical task in 2023 with appeals regarding the most recent revaluation of property. The Board is managed by the Tax Assessor and appeals are heard as requested during the specific appeal period. Procedures for filing with the Assessment Board of review are outlined in Article II, Sections 17-21 through 17-24 (https://library.municode.com/ri/south_kingstown/codes/code_of_ordinances?nodeId=PTIIICOOR_CH17TA_ARTIIPRASAP_S17-22HEOTATTAAS) of the Town Ordinances.

Functions

Assessment Board of Review

The duties performed by the Assessment Board of Review include, but are not limited to:

- Hear and consider the appeal of any property owner concerning the amount of his/her assessed property valuation
- Have authority to order a correction of any valuation which has been erroneously or incorrectly assessed

Town Council Goals & Objectives

The Town Council's goals and objectives are organized within twelve main topics, the specific details of which can be found within the *Tab 1 Introduction* portion of this document.

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Benefits	$100	$0	$0	$0	$0	$0
Services	$900	$520	$160	$1,600	$1,600	$1,600
Total:	**$1,000**	**$520**	**$160**	**$1,600**	**$1,600**	**$1,600**

Expenditures by Expense Type

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Benefits						
Travel Expenses	10115003-538014	$100.00	$0.00	$0.00	$0.00	$0.00
Total Benefits:		**$100.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**
Services						
Stipends Boards/Commissions	10115003-530002	$900.00	$520.00	$160.00	$1,600.00	$1,600.00
Total Services:		**$900.00**	**$520.00**	**$160.00**	**$1,600.00**	**$1,600.00**
Total Expense Objects:		**$1,000.00**	**$520.00**	**$160.00**	**$1,600.00**	**$1,600.00**

Planning Department

James Rabbitt, AICP
Planning Director

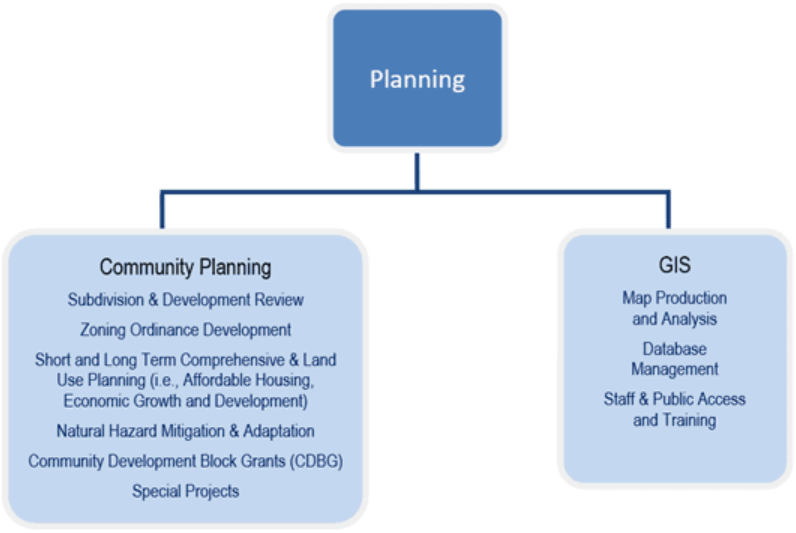
Division Summary

Division Number	Division Description
10116001	Planning Department
10116005	Geographic Information Systems

Department Headcount (FTE)

Planning Department & GIS	2022-23 Adopted	2023-24 Adopted	2024-25 Adopted	2025-26 Proposed	Incr./(Decr.) Prior Year
Total Personnel	5.0	5.0	5.0	5.0	0.00

Organizational Chart



Mission Statement

The Planning Department mission is to understand the values and goals of the community and facilitate progress toward a shared long-term vision of a responsible, balanced and welcoming South Kingstown. The Planning Department works collaboratively with the public, key stakeholders, boards and commissions, municipal departments, and state agencies to promote holistic and inclusive decision-making that reflects the community's aspirations. The primary objectives of the Planning Department are to: engage the public and provide professional guidance and coordination regarding long-term community planning; ensure land use regulations reflect the community's shared vision of a highly desirable and livable community; review development for consistency with land use regulations; and assist boards and commissions with projects that make progress toward identified goals while allocating resources thereby ensuring a high quality of life for generations. The core values of public participation, equity, fairness, professionalism, consistency, and innovation guide the Planning Department's work program.

In support of achieving this mission, the Department is broken in two divisions (Community Planning and Geographic Information Systems), which function under eight unified core service areas:

- Current Planning/Land Use Administration (including review of development plans, subdivisions, re-zonings, and other land use permits under Rhode Island General Laws;
- Environmental Planning (Wetlands and flood plain management);
- Transportation Planning and Implementation (vehicle, pedestrian, bike and public transit);
- Historic Preservation
- Community Planning and Development/Special Projects (i.e., Affordable Housing, Municipal Property Reuse, Emergency Medical Service - new facilities)
- Economic Development
- Long Range, Comprehensive Planning & Implementation (i.e., Old Tower Hill Road Neighborhood Study, Open Space, 2021 Comprehensive Community Plan)
- Geographic database management, analysis and presentation (long and short term)

The Department also provides staff support to several of the Town's elected and appointed boards and commissions, including the Affordable Housing Collaborative, Conservation Commission, Economic Development Commission, Historic District Commission, Planning Board, and Technical Review Commission. Staff also provide additional support to the other Boards and Commissions on a needs basis. Further, the department represents the Town at various regional and state levels on issues such as regional planning, housing, transportation and economic development. In addition, the department provides support to the Town Manager's Office, Town Council, Engineering Department, Parks and Recreation and the Public Service Department on various land use and development matters.

Functions

Planning Department
The Planning Department's duties include, but are not limited to the following functions:

- Administer and implement the Town's long-range land use planning and growth management efforts
- Provide coordination and staff support for the maintenance and update to South Kingstown's Comprehensive Community Plan (adopted May 24, 2021);
- Maintain, update, and enhance the Town's Zoning Ordinance and review applications for Zoning Ordinance amendments
- Draft amendments to update and modernize the Town's Subdivision and Land Development Regulations and coordinate Planning Board review of such, as necessary
- Administer the review process and perform technical review of applications for land development and subdivision projects under the Town's Subdivision and Land Development Regulations and Zoning Ordinance
- Provide administration, coordination, development, and support functions regarding affordable housing production (missing middle), planning for natural hazards and climate change, environmental and natural resource protection, economic development, historic preservation, and long-term community sustainability
- Provide oversite and administration of the Town's Historic Preservation District Regulations
- Provide administrative support to the Town's Community Development Grant program(s), perform grant writing and grant administration
- Coordinate with major community institutions (South County Hospital and University of Rhode Island)
- Provide management oversight of Geographic Information System (GIS) Division
- Provide direct staff support to various Town Boards & Commissions
- Provide support to the Town Manager's Office, Town Council, Engineering Department, Parks and Recreation and the Public Service Department on various land use and development matters

FY 2024 - 2025 Priorities

Planning Priorities	Town Council Goals & Objs
Work with the Planning Board and Town Council on recommendations contained in the Town's 2021 Comprehensive Community Plan	**LU / H / SNR/ ET**
Provide ongoing administrative and technical support to several Town Boards and Commissions	**LU / H / SNR / CP / ET / CEPP**
Process and provide technical review of applications for subdivisions, land development projects, and unified plan review	**LU / H / ET**
Continued development of the Route 1 Scenic Roadway Stewardship Plan	**LU / SNR / CEPP / CP**
Undertake a comprehensive evaluation of the Town's zoning ordinance relative to the provision of multi-household development and affordable housing.	**LU / H / SNR**
Continue to work on the revisions to the Town's Subdivision and Land Development Regulations to increase ease of use, provide clarity, and update physical improvement standards to current best practices	**LU / CE / SNR / CP**
Continue to evaluate the zoning ordinance to determine whether amendments are necessary to increase clarity, modernize, and bring standards in line with current best practices	**LU / CE / SNR**
Draft revisions to the zoning ordinance relative to the re-use and redevelopment of parcels currently zoned Government and Institutional	**LU / H / SNR / ET**
Solidify zoning ordinance amendments to support increased intensity and mixed-use development within the Old Tower Hill Road corridor	**LU / ET**
Perform administrative coordination and oversight of the Town's Community Development Grant program	**H/ VUR**
Maintain Town's presence on URI Master Plan Review Team and assist in the coordination of the Town/Gown relationship	**URI/ LU**
Continue to assess Department procedures, communications, and policies to increase efficiency, transparency, inter-Departmental coordination, and effectiveness, and clarity of information for public consumption	**CEPP**
Maintain the Planning Department section of the Town website to provide updated content and effective communication	**CEPP/ ET**
Monitor legislative developments and track issues of interest to the Town during the General Assembly's 2024/2025 legislative session	**CEPP**
Assist the Historic District Commission in expanding and updating the Wakefield National Register Historic District	**CEPP/ CP**
Continue enforcement of restrictions to permanently protected open space created through residential subdivisions and improve homeowner and resident stewardship of open space parcels	**LU / SNR/ FI**
Assist the Recreation Department and the Waterfront Advisory Commission in completing the update to the Harbor Management Plan	**LU / SNR**
Assist the Town in their update of the 2019 Hazard Mitigation Plan	LU/CP

FY 2025 - 2026 Priorities

Planning Proposed Priorities	Town Council Goals & Objs
Undertake activities to implement the Comprehensive Community Plan, including zoning ordinance amendments to bring the zoning ordinance into conformance with the Future Land Use Map	**LU**
Continue to review, modernize, and make more effective the Town's zoning ordinance, including assessment of review procedure thresholds, and standards for farm and bed and breakfast events, landscaping, design standards, parking requirements, and lighting	**LU / CEPP / ES**
Provide ongoing administrative and technical support to several Town Boards and Commissions, including Town Council	**LU / H / SNR / CP / ES/ TTS**
Process and provide technical review of applications for subdivisions, land development projects, and development plan review	**LU / H / ES**
Finalize development of the Route 1 Scenic Roadway Stewardship Plan utilizing a consultant	**LU / SNR/ CP/ TTS**
Provide timely, accurate information to the public regarding Town planning programs, data sources, regulations, and land development applications and explore expanding digital/virtual platform	**FI/ CEPP**
Complete an evaluation of the Town's zoning ordinance relative to the provision of multi-household development and affordable housing (Missing Middle) and provide proposed amendments to the Town Council for review and potential adoption	**LU / H / VUR**
Undertake activities to implement the Town's Multi-Hazard Mitigation Plan	**LU / H / SNR / ED / TTS**
Undertake activities to implement the Town's village plan studies, including those for Peace Dale, Wakefield, West Kingston, and Matunuck utilizing American Rescue Plan Act funds	**LU / H / ES/ TTS**
Continue to evaluate the zoning ordinance to determine whether amendments are necessary to increase clarity, modernize, and bring standards in line with current best practices	**LU / SNR**
Finalize revisions to the zoning ordinance relative to the re-use and redevelopment of parcels currently zoned Government and Institutional, including school facilities	**LU / H / SNR**
Undertake an evaluation of possible zoning ordinance amendments to support increased intensity and mixed-use development within the Old Tower Hill Road corridor (i.e., overlay district(s), form based code and architectural/design standards)	**LU / ES**
Support and participate in the Coastal Resources Management Council's development of the Beach Special Area Management Plan	**SNR / LU**
Perform administrative coordination and oversight of the Town's Community Development Block Grant (CDBG) program	**H/ VUR**
Maintain Town presence on URI Master Plan Review Team and assist in the coordination of the Town/Gown relationship	**URI**
Continue to assess Department procedures, communications, and policies to increase efficiency, transparency, inter-Departmental coordination, and effectiveness, and clarity of information for public consumption	**FI/ CEPP**
Maintain the Planning Department section of the Town website to provide updated content and effective communication	**CEPP**
Monitor legislative developments and track planning related issues of interest to the Town during the General Assembly's 2025/2026 legislative session	**CEPP**

Performance Measurements

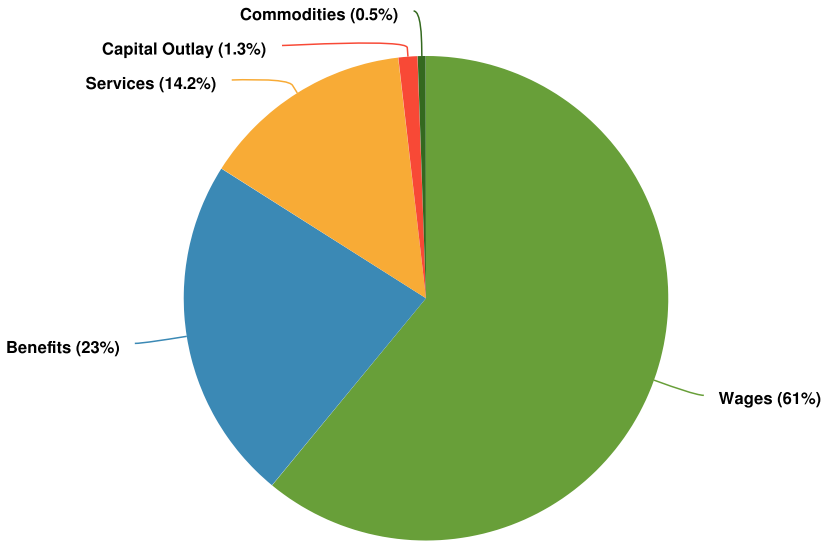
Description	FY 2021-2022 Actual	FY 2022-2023 Actual	FY 2023-2024 Actual	FY 2024-2025 Projected	FY 2025-2026 Anticipated	Town Council Goals & Objs
Planning Board meetings	35	27	32	24	30	**LU / H / SNR / ES**
Technical Review Committee (TRC) meetings	13	12	11	12	12	**LU / ES / H**
Affordable Housing Collaborative meetings	9	8	10	10	12	**H / VUR**
Bicycle Pedestrian Advisory Committee (BPAC) meetings[1]	-	-	5	10	12	**TTS**
Conservation Commission meetings	10	9	10	10	12	**SNR**
Economic Development Committee meetings	12	11	12	10	12	**ES**
Historic District Commission meetings	10	9	10	8	12	**CP**
Route 1 Stewardship Plan Development Committee	2	2	2	10	6	**TTS**
Sustainability Committee Meetings[2]	-	-	-	-		**SNR**
Subdivision & Development Applications Review (all stages of review)	55	55	50	49	50	**FI/ LU**
Zoning Ordinance and Map Amendments reviewed and/or proposed	11	9	4	5	4	**FI/ LU**
Town Council meetings	20	24	32	30	30	**FI/ LU**

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
General Fund						
Wages	$361,102	$362,119	$250,322	$380,352	$383,713	$402,972
Benefits	$133,863	$131,716	$89,599	$143,017	$140,028	$153,319
Services	$96,250	$49,974	$88,121	$102,300	$102,250	$93,650
Capital Outlay	$7,814	$5,314	$5,756	$8,256	$8,256	$8,480
Commodities	$3,400	$1,313	$600	$3,500	$3,500	$3,600
Total General Fund:	**$602,429**	**$550,436**	**$434,398**	**$637,425**	**$637,747**	**$662,021**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10116001-511001	$357,786.96	$358,442.26	$242,984.05	$373,117.62	$393,730.05
Overtime	10116001-511004	$0.00	$228.93	$213.07	$2,000.00	$2,000.00
Longevity	10116001-511006	$3,315.00	$3,447.58	$7,124.70	$5,234.26	$7,242.18
Total Wages:		**$361,101.96**	**$362,118.77**	**$250,321.82**	**$380,351.88**	**$402,972.23**
Benefits						
FICA	10116001-522250	$27,497.44	$27,573.78	$19,066.62	$28,742.19	$29,257.08
Municipal Employees Retirement	10116001-522300	$45,426.66	$45,525.76	$33,389.49	$49,320.44	$54,950.07
State Retirement Defined Cont.	10116001-522301	$3,756.86	$3,764.86	$2,215.07	$3,950.84	$3,040.42
Medical Insur-Active Employees	10116001-522818	$39,615.00	$39,748.11	$25,916.99	$42,551.84	$47,221.00
Dental Insur-Active Employees	10116001-522822	$2,823.89	$2,825.87	$1,661.45	$2,908.68	$3,007.00
Insurance Buyback	10116001-522840	$8,250.00	$8,250.00	$5,393.93	$8,250.00	$8,250.00
Life Insurance	10116001-522850	$418.20	$418.20	$278.80	$418.20	$418.20

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Travel Expenses	10116001-538014	$1,450.00	$1,599.95	$1,129.51	$1,550.00	$1,600.00
Educational Expenses	10116001-538016	$3,825.00	$1,809.51	$546.81	$4,525.00	$4,775.00
Uniforms And Other Clothing	10116001-540038	$800.00	$200.00	$0.00	$800.00	$800.00
Total Benefits:		**$133,863.05**	**$131,716.04**	**$89,598.67**	**$143,017.19**	**$153,318.76**
Services						
Professional Services	10116001-530111	$80,000.00	$46,974.70	$85,000.00	$85,000.00	$75,000.00
Employee Training	10116001-530801	$0.00	$0.00	$0.00	$500.00	$600.00
Telephone	10116001-532000	$1,800.00	$0.00	$0.00	$1,800.00	$1,900.00
Computer/Software Maintenance	10116001-534016	$9,500.00	$1,535.16	$733.38	$10,000.00	$11,000.00
Advertising	10116001-538012	$1,250.00	$84.99	$738.75	$1,250.00	$1,250.00
Printing Expenses	10116001-538022	$1,100.00	$150.23	$0.00	$1,000.00	$1,000.00
Licenses And Dues	10116001-538030	$2,600.00	$1,229.00	$1,649.00	$2,750.00	$2,900.00
Total Services:		**$96,250.00**	**$49,974.08**	**$88,121.13**	**$102,300.00**	**$93,650.00**
Capital Outlay						
Non-Major Technology Reserve	10116001-530044	$5,314.00	$5,314.00	$5,756.00	$5,756.00	$5,980.00
Computer Equipment	10116001-550002	$2,500.00	$0.00	$0.00	$2,500.00	$2,500.00
Total Capital Outlay:		**$7,814.00**	**$5,314.00**	**$5,756.00**	**$8,256.00**	**$8,480.00**
Commodities						
Office Materials & Supplies	10116001-540012	$2,400.00	$574.58	$600.00	$2,500.00	$2,600.00
Books And Publications	10116001-540020	$1,000.00	$738.67	$0.00	$1,000.00	$1,000.00
Total Commodities:		**$3,400.00**	**$1,313.25**	**$600.00**	**$3,500.00**	**$3,600.00**
Total Expense Objects:		**$602,429.01**	**$550,436.14**	**$434,397.62**	**$637,425.07**	**$662,020.99**

Expenditures by Function

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expenditures						
General Government						
Planning Department						
Planning Dept						
Full-Time Employees	10116001-511001	$357,786.96	$358,442.26	$242,984.05	$373,117.62	$393,730.05

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Overtime	10116001-511004	$0.00	$228.93	$213.07	$2,000.00	$2,000.00
Longevity	10116001-511006	$3,315.00	$3,447.58	$7,124.70	$5,234.26	$7,242.18
FICA	10116001-522250	$27,497.44	$27,573.78	$19,066.62	$28,742.19	$29,257.08
Municipal Employees Retirement	10116001-522300	$45,426.66	$45,525.76	$33,389.49	$49,320.44	$54,950.07
State Retirement Defined Cont.	10116001-522301	$3,756.86	$3,764.86	$2,215.07	$3,950.84	$3,040.42
Medical Insur-Active Employees	10116001-522818	$39,615.00	$39,748.11	$25,916.99	$42,551.84	$47,221.00
Dental Insur-Active Employees	10116001-522822	$2,823.89	$2,825.87	$1,661.45	$2,908.68	$3,007.00
Insurance Buyback	10116001-522840	$8,250.00	$8,250.00	$5,393.93	$8,250.00	$8,250.00
Life Insurance	10116001-522850	$418.20	$418.20	$278.80	$418.20	$418.20
Non-Major Technology Reserve	10116001-530044	$5,314.00	$5,314.00	$5,756.00	$5,756.00	$5,980.00
Professional Services	10116001-530111	$80,000.00	$46,974.70	$85,000.00	$85,000.00	$75,000.00
Employee Training	10116001-530801	$0.00	$0.00	$0.00	$500.00	$600.00
Telephone	10116001-532000	$1,800.00	$0.00	$0.00	$1,800.00	$1,900.00
Computer/Software Maintenance	10116001-534016	$9,500.00	$1,535.16	$733.38	$10,000.00	$11,000.00
Advertising	10116001-538012	$1,250.00	$84.99	$738.75	$1,250.00	$1,250.00
Travel Expenses	10116001-538014	$1,450.00	$1,599.95	$1,129.51	$1,550.00	$1,600.00
Educational Expenses	10116001-538016	$3,825.00	$1,809.51	$546.81	$4,525.00	$4,775.00
Printing Expenses	10116001-538022	$1,100.00	$150.23	$0.00	$1,000.00	$1,000.00
Licenses And Dues	10116001-538030	$2,600.00	$1,229.00	$1,649.00	$2,750.00	$2,900.00
Office Materials & Supplies	10116001-540012	$2,400.00	$574.58	$600.00	$2,500.00	$2,600.00
Books And Publications	10116001-540020	$1,000.00	$738.67	$0.00	$1,000.00	$1,000.00
Uniforms And Other Clothing	10116001-540038	$800.00	$200.00	$0.00	$800.00	$800.00
Computer Equipment	10116001-550002	$2,500.00	$0.00	$0.00	$2,500.00	$2,500.00
Total Planning Dept:		**$602,429.01**	**$550,436.14**	**$434,397.62**	**$637,425.07**	**$662,020.99**
Total Planning Department:		**$602,429.01**	**$550,436.14**	**$434,397.62**	**$637,425.07**	**$662,020.99**
Total General Government:		**$602,429.01**	**$550,436.14**	**$434,397.62**	**$637,425.07**	**$662,020.99**
Total Expenditures:		**$602,429.01**	**$550,436.14**	**$434,397.62**	**$637,425.07**	**$662,020.99**

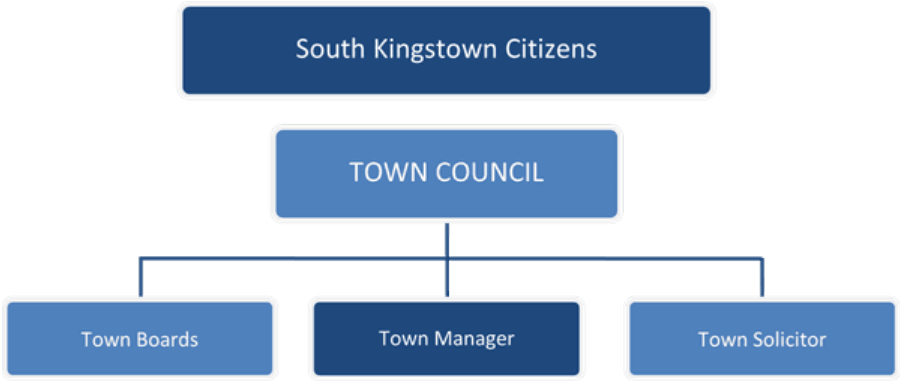
Planning Board

Maria H. Mack
Chairwoman

This section incorporates multiple divisions, each of which fall under the purview of the Town Council, and include the following:

Division Number	Division Description
11001	Town Council
11003	Budget Referendum
11007	Probate Court
15003	Assessment Board of Review
16003	Planning Board
16009	Conservation Commission
17003	Zoning Board of Review

Organizational Chart



Mission Statement & Primary Functions

Mission Statement

Planning Board

The Planning Board was established by Town Charter, Section 4910 (https://library.municode.com/ri/south_kingstown/codes/code_of_ordinances?nodeId=PTITHCH_ARTIVADDEPR_4910PLBO). The Board serves as the primary advisory body for the Town on matters related to land use development and growth management. The Board is engaged in a broad spectrum of activities concerning land use and development, including development plan review and approval and oversight of the regulations which govern the process, drafting and/or review of proposed amendments to the Town zoning ordinance, and maintenance of the Comprehensive Community Plan.

Functions

Planning Board

The duties performed by the Planning Board include, but are not limited to:

- Review of all subdivision and land development proposals
- Exercise the authority to approve or decline subdivision and land development proposals
- Undertake special projects at the behest of the Town Council
- Review applications for amendments to the Town's Zoning Ordinance and recommend such to the Town Council
- Develop amendments to the Town's Zoning Ordinance to address priority issues as directed by the Town Council
- Review and adopt updates of the Town's Subdivision and Land Development Regulations
- Oversee development of updates of the Comprehensive Community Plan and recommend such to the Town Council

Town Council Goals & Objectives

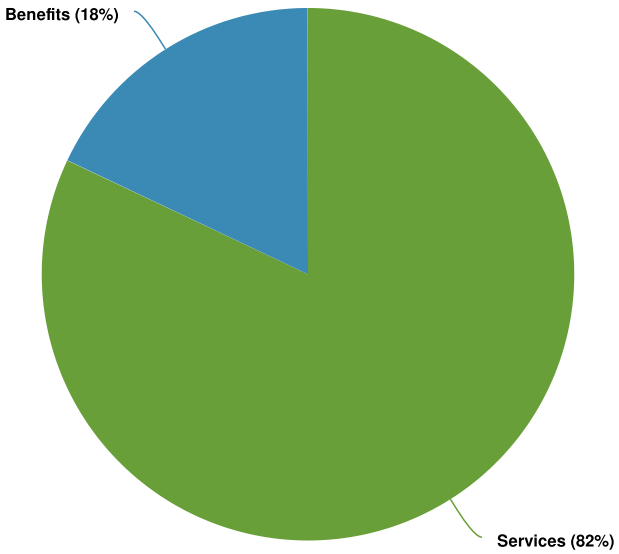
The Town Council's goals and objectives are organized within twelve main topics, the specific details of which can be found within the *Tab 1 Introduction* portion of this document.

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Benefits	$4,200	$0	$0	$4,200	$4,200	$2,400
Services	$10,960	$6,620	$2,360	$10,960	$2,680	$10,960
Total:	**$15,160**	**$6,620**	**$2,360**	**$15,160**	**$6,880**	**$13,360**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Benefits						
Educational Expenses	10116003-538016	$4,200.00	$0.00	$0.00	$4,200.00	$2,400.00
Total Benefits:		**$4,200.00**	**$0.00**	**$0.00**	**$4,200.00**	**$2,400.00**
Services						
Stipends Boards/Commissions	10116003-530002	$9,360.00	$6,520.00	$2,360.00	$9,360.00	$9,360.00
Licenses And Dues	10116003-538030	$1,600.00	$100.00	$0.00	$1,600.00	$1,600.00
Total Services:		**$10,960.00**	**$6,620.00**	**$2,360.00**	**$10,960.00**	**$10,960.00**
Total Expense Objects:		**$15,160.00**	**$6,620.00**	**$2,360.00**	**$15,160.00**	**$13,360.00**

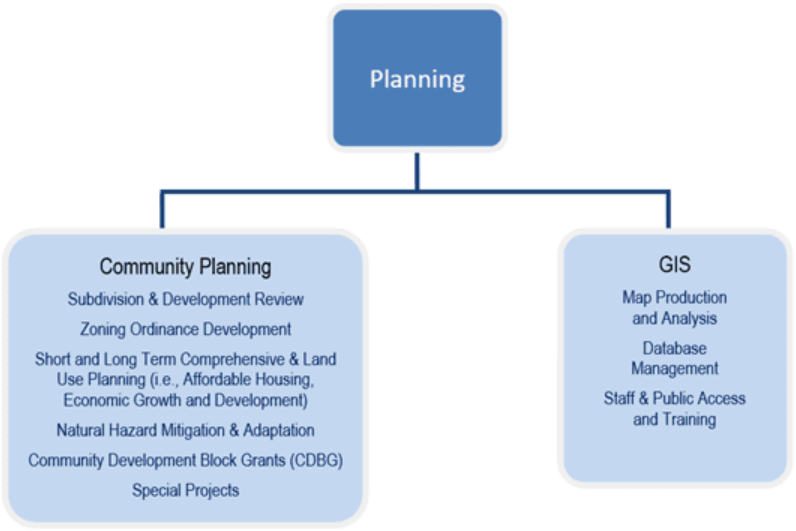
Geographic Information Systems

James Rabbitt, AICP
Planning Director

Division Summary

Division Number	Division Description
10116001	Planning Department
10116005	Geographic Information Systems

Organizational Chart



Mission Statement & Primary Functions

Mission Statement

The mission of the Geographic Information System (GIS) Division, under the Planning Department, is to provide members of the public, elected officials and town staff access to accurate up to date geographic information about the Town, as a tool in decision-making for Town government and its citizens. This is accomplished through the development and maintenance of a functioning computer database and graphic interface that excels in providing geographic information and through linkage of this geographic data to other Town databases. This information, whether on the computer screen or on a printed map, enables the work of Town departments and provides citizens with direct access to information which affects their lives.

Functions

Geographical Information Systems (GIS)
The GIS Division's duties include, but are not limited to:

- Development and maintenance of Town GIS data layers
- Provide geospatial analysis and decision making support services to Town departments
- Link GIS data layers with Town databases and software
- Update and maintain Town Assessor's Office plat maps
- Provide access to GIS data and map production capability for Town staff
- Oversee hosting of public and staff WebGIS site for access to GIS data
- GIS data distribution and map sales to the public
- Provide custom map production services for Town departments
- Incorporate evolving GIS and spatial technological changes into the Town's GIS

FY 2024 - 2025 Priorities

GIS Priorities	Town Council Goals & Objs
Maintain public and Town staff WebGIS interface	**CEPP**
Maintain GIS data layers for the departments of Planning, Town Assessor, and Public Services including parcels, utility infrastructure, and zoning layers	**CEPP**
Provide GIS technical support services and map production to all Town departments	**CEPP**
Continue development and support of GIS mobile technologies, including incorporating new web mapping technologies through the use of iPad inspection applications, used by the Department of Public Services for state mandated stormwater infrastructure inspections	**SNR**
Continue development of the Town's ArcGIS Online website to provide targeted maps and web applications for user-friendly access to the Town's GIS database	**CEPP**
Continue GIS integration into VISION and ViewPermit Town databases	**CEPP**
Scan plans recorded in the Town's Land Evidence Records and print same upon request	**CEPP**

FY 2025 - 2026 Priorities

GIS Proposed Priorities	Town Council Goals & Objs
Increase public awareness and use of web mapping technologies and WebGIS interface through public outreach, and further integrate use of GIS into everyday activities of Town Departments by engaging with and familiarizing individual departments with GIS functionality and emerging spatial technologies	**FI/ CEPP**
Continue the development and functionality of the Town's ArcGIS Online website to increase the functionality and mapping services to Town staff and the public	**FI/ CEPP**
Continue to train and provide technical support to Town Staff in use of WebGIS interface and new web mapping services	**FI/ ET**
Continue to provide support for new GIS mobile technologies used by the Public Services Department	**FI**
Maintain GIS data layers for Planning, Town Assessor, and Public Services departments	**FI**

Performance Measurements

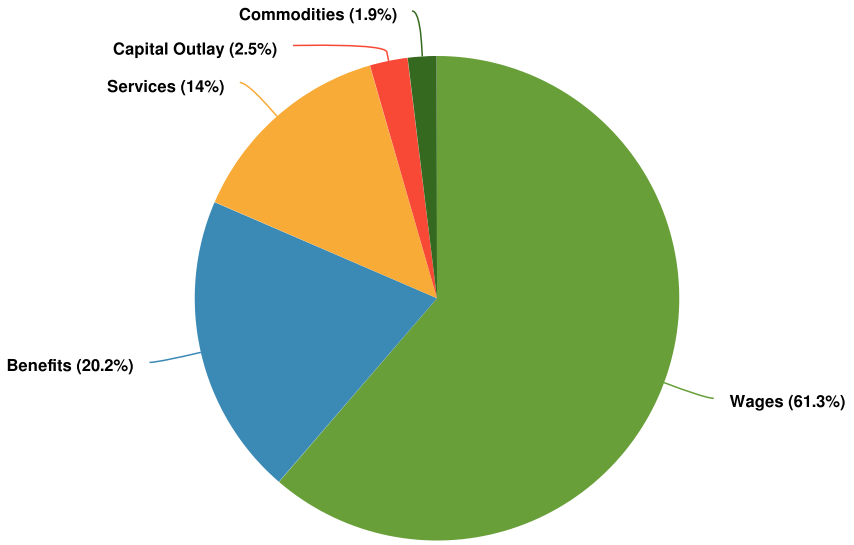
Description	FY 2022-2023 Actual	FY 2023-2024 Actual	FY 2024-2025 Anticipated	FY 2025-2026 Projected	Town Council Goals & Objs
Tax Cut Revisions to Tax Assessor Maps	24	36	35	35	**FI**
Map Sales to Public	$276	180	$200	$200	**FI/ CEPP**
Maps produced for Town Departments	85	54	50	45	**FI**
Scanned Land Evidence Recorded Plans	62	113	75	75	**FI**
Copies of recorded plans for public	143	144	100	125	**FI/ CEPP**

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Wages	$95,084	$95,150	$68,741	$97,616	$99,857	$106,474
Benefits	$30,270	$28,911	$22,356	$32,302	$32,967	$35,261
Services	$18,450	$12,556	$12,217	$19,025	$19,025	$24,350
Capital Outlay	$3,323	$3,323	$3,323	$3,873	$3,873	$4,410
Commodities	$3,173	$2,063	$976	$3,250	$3,250	$3,350
Total:	**$150,300**	**$142,003**	**$107,613**	**$156,066**	**$158,972**	**$173,845**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Wages						
Full-Time Employees	10116005-511001	$91,768.75	$91,768.79	$61,202.63	$93,964.15	$97,315.40
Longevity	10116005-511006	$3,315.00	$3,381.30	$7,538.06	$3,651.80	$9,158.51
Total Wages:		**$95,083.75**	**$95,150.09**	**$68,740.69**	**$97,615.95**	**$106,473.91**
Benefits						
FICA	10116005-522250	$7,121.40	$7,126.03	$5,158.85	$7,218.70	$7,547.65
Municipal Employees Retirement	10116005-522300	$11,961.56	$11,969.88	$9,176.91	$12,724.83	$14,261.68
State Retirement Defined Cont.	10116005-522301	$1,188.46	$1,189.39	$859.28	$1,198.04	$1,205.07
Medical Insur-Active Employees	10116005-522818	$7,977.36	$8,004.27	$5,218.95	$8,579.16	$9,656.00
Dental Insur-Active Employees	10116005-522822	$319.56	$319.79	$188.02	$329.16	$338.69
Life Insurance	10116005-522850	$102.00	$102.00	$68.00	$102.00	$102.00
Travel Expenses	10116005-538014	$200.00	$0.00	$0.00	$450.00	$450.00
Educational Expenses	10116005-538016	$1,200.00	$0.00	$1,686.00	$1,500.00	$1,500.00
Uniforms And Other Clothing	10116005-540038	$200.00	$200.00	$0.00	$200.00	$200.00
Total Benefits:		**$30,270.34**	**$28,911.36**	**$22,356.01**	**$32,301.89**	**$35,261.09**
Services						
Outside Data Processing	10116005-530018	$5,650.00	$0.00	$762.97	$5,650.00	$10,000.00
Professional Services	10116005-530111	$5,600.00	$5,600.00	$5,600.00	$5,600.00	$6,000.00
Employee Training	10116005-530801	$0.00	$0.00	$0.00	$125.00	$150.00
Office Equipment Maintenance	10116005-534014	$1,800.00	$1,800.00	$0.00	$1,900.00	$1,900.00
Computer/Software Maintenance	10116005-534016	$5,200.00	$4,957.58	$5,854.20	$5,500.00	$6,000.00
Printing Expenses	10116005-538022	$200.00	$198.00	$0.00	$250.00	$300.00
Total Services:		**$18,450.00**	**$12,555.58**	**$12,217.17**	**$19,025.00**	**$24,350.00**
Capital Outlay						
Non-Major Technology Reserve	10116005-530044	$3,323.00	$3,323.00	$3,323.00	$3,323.00	$3,860.00
Office Equipment	10116005-550004	$0.00	$0.00	$0.00	$550.00	$550.00
Total Capital Outlay:		**$3,323.00**	**$3,323.00**	**$3,323.00**	**$3,873.00**	**$4,410.00**

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Commodities						
Office Materials & Supplies	10116005-540012	$3,173.00	$2,063.35	$976.11	$3,250.00	$3,350.00
Total Commodities:		**$3,173.00**	**$2,063.35**	**$976.11**	**$3,250.00**	**$3,350.00**
Total Expense Objects:		**$150,300.09**	**$142,003.38**	**$107,612.98**	**$156,065.84**	**$173,845.00**

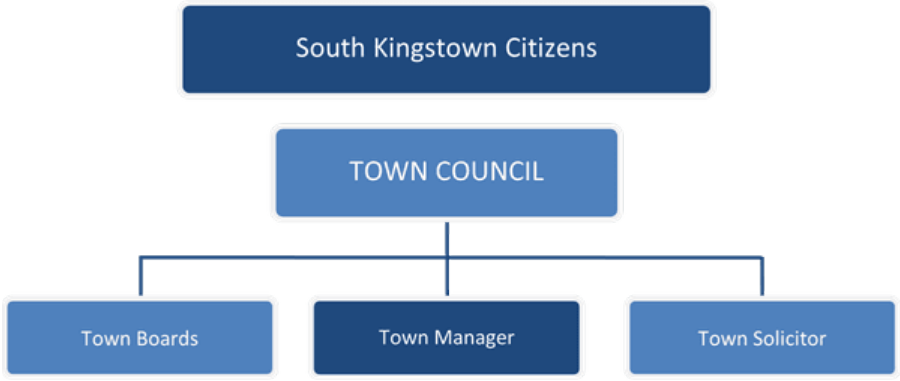
Conservation Commission

Matthew Bradywood
Chairman

This section incorporates multiple divisions, each of which fall under the purview of the Town Council, and include the following:

Division Number	Division Description
11001	Town Council
11003	Budget Referendum
11007	Probate Court
15003	Assessment Board of Review
16003	Planning Board
16009	Conservation Commission
17003	Zoning Board of Review

Oreganizational Chart



MIssion Statement & Primary Functions

Mission Statement

Conservation Commission

The Conservation Commission is an advisory group that seeks to promote and develop natural resources to protect watersheds and preserve natural aesthetic areas. The Conservation Commission also serves as the Town's On-Site Wastewater Treatment System (OWTS) Commission, as well as the Tree Board.

Functions

Conservation Commission
The duties performed by the Conservation Commission include, but are not limited to:

- Review and provide advisory recommendations on applications before the Planning and Zoning Boards, as required
- Undertake special projects as directed by the Town Council
- Coordinate with local and state conservation organizations
- Prepare educational materials aimed at improving understanding of conservation issues in the community
- Plan and conduct special events, grant related programs and public educational efforts to promote conservation issues in the community
- Recommend programs to the Town Council and other municipal boards for better promotion, development, utilization, and preservation of open areas, water resources, wetlands, and natural aesthetic areas
- Work with allied governmental and non-profit organizations concerning natural resource protection and the designation of open space
- Serve as the On-Site Wastewater Treatment System (OWTS) Commission and the Tree Board

Town Council Goals & Objectives

The Town Council's goals and objectives are organized within twelve main topics, the specific details of which can be found within the *Tab 1 Introduction* portion of this document.

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Commodities	$850	$240	$100	$850	$850	$1,000
Total Commodities:	**$850**	**$240**	**$100**	**$850**	**$850**	**$1,000**

Expenditures by Expense Type

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Commodities						
Miscellaneous Expenses	10116009-580100	$850.00	$240.00	$100.00	$850.00	$1,000.00
Total Commodities:		**$850.00**	**$240.00**	**$100.00**	**$850.00**	**$1,000.00**
Total Expense Objects:		**$850.00**	**$240.00**	**$100.00**	**$850.00**	**$1,000.00**

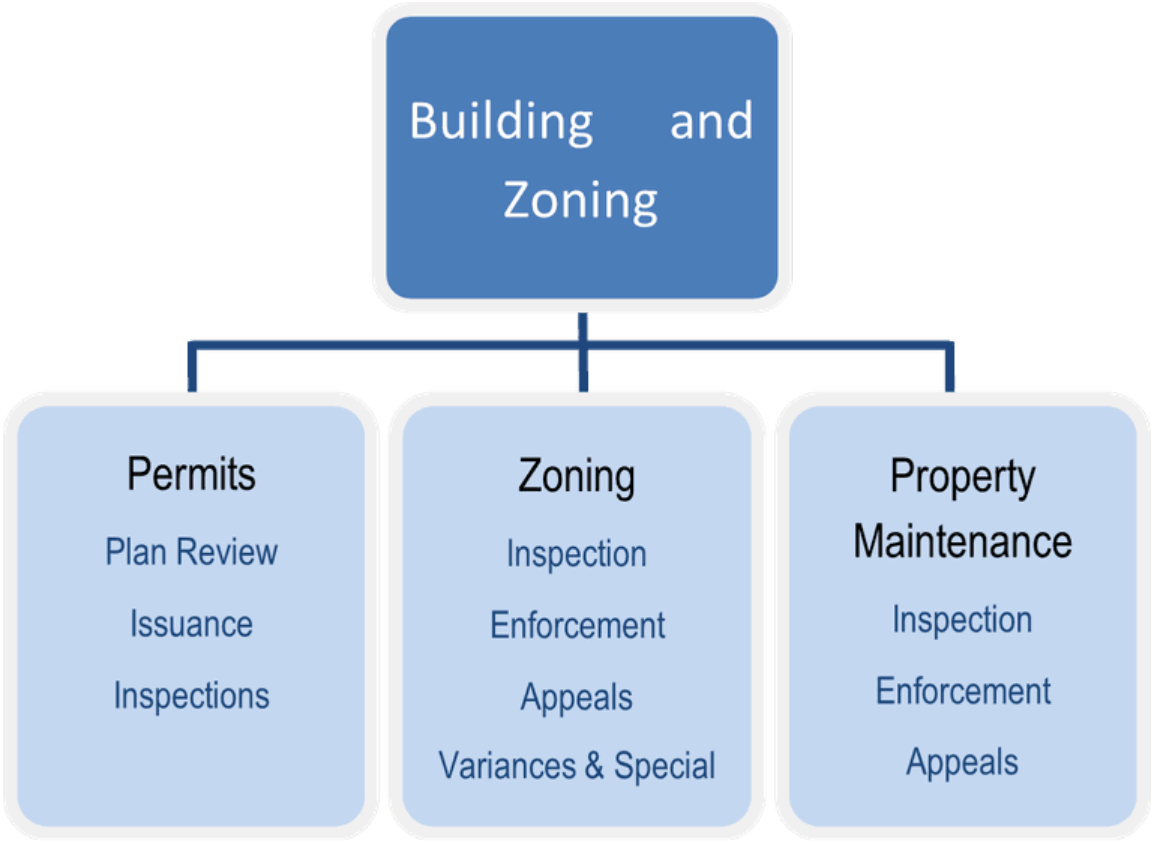
Zoning/Building Inspection

James Gorman, CBO
Building Official

Department Headcount (FTE)

Building & Zoning Inspection	2022-23 Adopted	2023-24 Adopted	2024-25 Adopted	2025-26 Proposed	Incr./(Decr.) Prior Year
Total Personnel	4.50	5.50	5.50	5.50	5.50

Organizational Chart



MIssion Statement & Primary Functions

Mission Statement

The mission of the Building Inspection & Zoning Department is to provide information and guidance to residents, realtors, contractors, developers, and attorneys to assist in the navigation of the Town's Building Codes and Zoning Ordinance.

Functions

Building & Zoning

The duties performed by the Building Inspection & Zoning Department include, but are not limited to:

- Interpretation and enforcement of the State Building Codes and Town Zoning Ordinance
- Enforce the Town's ordinances and State law affecting health, safety, and welfare
- Review, approve, and issue permits for construction
- Provide necessary inspections for code compliance, and issue certificates of use and occupancy
- Review all applications to CRMC for compliance with the State Building Code and the Town Zoning Ordinance
- Consult and advise property owners on the Federal Emergency Management Agency (FEMA) floodplain regulations, including the National Flood Insurance Program (NFIP)
- Serve as Clerk of the Building Code Board of Appeals for variances from Building Codes
- Serve as Zoning Enforcement Officer and Clerk of the Zoning Board of Review
    - Process variances, special use permits, and Planning Board decision appeal applications
    - Formulate legal advertisements and schedule hearings
    - Process and record minutes and decisions in the land evidence records
    - Investigate complaints, issue violation notices of noncompliance of regulations, and coordinate with the Town Solicitor to prosecute if necessary
    - Research and issue zoning certificates when requested
- Assist other municipal departments with construction projects, research, and investigations
- Coordinate enforcement efforts with State agencies such as RIDOH, RIDEM, RIDBR, CRMC in the investigation of health and safety violations within the community

FY 2024 - 2025 Priorities

Priorities	Town Council Goals & Objs
Utilize the Municipal Housing Court as enforcement tool to mitigate and deter property maintenance and zoning ordinance violations. Refine administrative process to expedite noncompliance matters heard before the court	**FI**
Continue refining use of OpenGov electronic permitting software to provide the public options for public access to historical records without the need for submitting physical documents	**FI / CEPP**
In coordination with the Office of State Building Commissioner, implement an internet-based software application process for all petitions to Zoning Board of Review	**H/PPS**
Manage plan review turnaround time for one- and two-family dwelling Building Permits, with the goal of not exceeding 10 business days from the date of application having been deemed complete	**FI**
Manage plan review turnaround time for multifamily, mixed-use, and commercial building permits, with the goal of not exceeding 15 business days from the date of application having been deemed complete	**CEPP / FI / H**
Work with Town Departments relative to the implementation of capital improvements through assistance with plan and specifications review to ensure a safe, efficient, and healthy built environment	**FI / TBF / CP**
Continue to coordinate with U.S. Army Corps of Engineers and CRMC with the elevating and flood-proofing of existing structures located in the coastal floodplain, as part of the Pawcatuck River Coastal Storm Risk Management Project	**SNR**
Work with the Planning Department and other Town Departments to review, improve, and develop the standards related to the Town Zoning and Planning regulations to encourage development and the ability to navigate the Town regulations in a user-friendly manner	**FI / TBF / CP / CEPP**
Meet with ISO and FEMA to obtain reclassification for Building Code Effectiveness Grading Schedule and to further develop department outreach through public education and awareness	**SNR / CEPP**

FY 2025 - 2026 Priorities

Proposed Priorities	Town Council Goals & Objs
Prepare all historical permit records, dating back to 1960, for digitization through an approved Digital Preservation Plan.	**FI**
Continue with the implementation of the State Electronic Permitting Software to provide the public additional options for transparency and access to historical records	**FI / CEPP**
Coordinate with State agencies such as Office of Healthy Aging and Department of Health to provide assistance with responding to property maintenance matters involving vulnerable residents	**VUR**
Manage plan review turnaround time for one- and two-family dwelling Building Permit applications, with the goal of not exceeding 10 business days from the date of application having been deemed complete	**FI / ES**
Manage plan review turnaround time for multifamily, mixed-use, and commercial Building Permit applications, with the goal of not exceeding 15 business days from the date of application having been deemed complete	**LU / ES**
Work with Town Departments relative to the implementation of capital improvements through assistance with plan and specifications review to ensure a safe, efficient, and healthy environment	**FI / TBF / CP**
Continue to coordinate with U.S Army Corps of Engineers and CRMC with the elevating and flood-proofing of existing structures located in the coastal floodplain, as part of the Pawcatuck River Coastal Storm Risk Management Project	**SNR**
Work with the Planning Department and other Town Departments to review, improve, and develop the standards related to the Town Zoning and Planning regulations to encourage development and the ability to navigate the Town regulations and website in a user-friendly manner	**FI / TBF / CP**
Finalize application submittal with FEMA to be accepted into the Community Rating System (CRS), foster comprehensive floodplain management, and reduce flood insurance rates for property owners	**SNR**

Performance Measurements

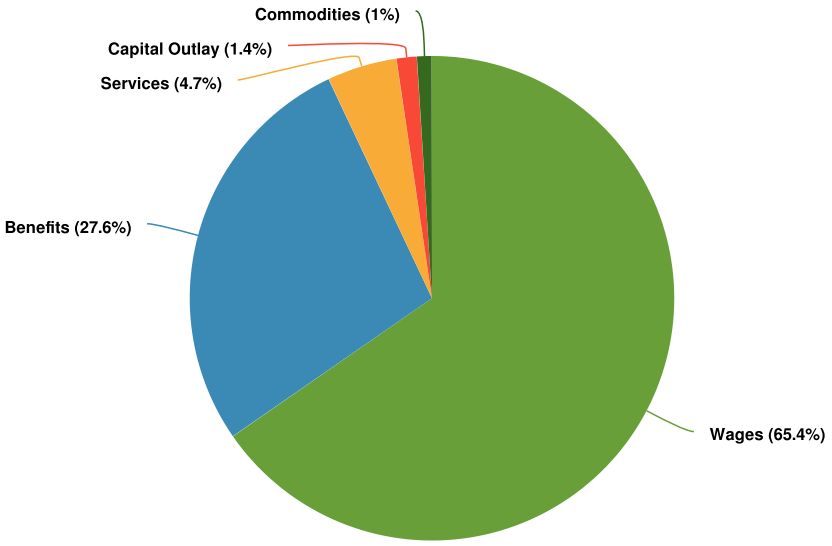
Description	FY 2022-2023 Actual	FY 2023-2024 Actual	FY 2024-2025 Projected	FY2025-2026 Anticipated	Town Council Goals & Objs
Employee Time Allocation					
Field Inspections	53%	53%	53%	50%	FI
Review Plans & Issuing Permits	30%	30%	30%	30%	FI
Research and Advise Residents, Contractors & Design Professionals	6%	6%	6%	8%	FI
Building & Zoning Violations	8%	8%	8%	9%	FI
Committee Meetings	3%	3%	3%	3%	FI
Zoning Board Meetings	13	11	10	12	FI / LU
Zoning Petitions Received	45	50	30	50	FI / LU
Complaints Received and Investigated	64	77	71	75	FI / CEPP
Notice of Violations Issued	52	43	56	60	FI
Plumbing Permits Issued	345	365	324	335	FI
Solar Permits Issued	152	161	142	160	FI / SNR
Electrical Permits Issued	942	983	900	925	FI
Mechanical Permits Issued	942	891	920	915	FI
Residential Building Permits Issued	1,056	1,163	1,100	1,075	FI
Commercial Building Permits Issued	43	162	80	80	FI / ES
Zoning Certificates Issued	29	33	40	35	FI / LU
Building Inspections Performed	3,096	3,462	3,426	3,200	FI
Electrical Inspections Performed	1,804	1,535	1,476	1,600	FI
Mechanical Inspections Performed	1,032	1,011	1,070	1,005	FI
Plumbing Inspections Performed	609	626	604	615	FI
Certificates of Occupancy Issued	107	96	98	100	FI

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Wages	$385,509	$340,567	$216,301	$406,683	$341,152	$417,665
Benefits	$161,035	$124,533	$83,685	$148,145	$129,295	$178,454
Services	$6,663	$9,377	$4,527	$7,594	$7,365	$29,854
Capital Outlay	$5,801	$5,834	$8,068	$8,268	$8,068	$8,675
Commodities	$9,250	$7,793	$4,892	$6,406	$5,566	$6,297
Total:	**$568,258**	**$488,104**	**$317,473**	**$577,096**	**$491,446**	**$640,945**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10117001-511001	$331,469.48	$294,965.54	$196,346.55	$347,653.82	$358,177.72
Part-Time Salaries	10117001-511002	$51,033.01	$26,662.01	$16,347.21	$55,212.97	$54,836.60
Overtime	10117001-511004	$300.00	$32.62	$120.84	$300.00	$300.00
Retirement/Vacation Reimb.	10117001-511005	$0.00	$16,459.23	$797.44	$0.00	$0.00
Longevity	10117001-511006	$2,706.26	$2,447.80	$2,689.05	$3,516.55	$4,350.33
Total Wages:		**$385,508.75**	**$340,567.20**	**$216,301.09**	**$406,683.34**	**$417,664.65**
Benefits						
FICA	10117001-522250	$28,330.26	$25,303.50	$16,059.29	$30,370.85	$29,678.89
Municipal Employees Retirement	10117001-522300	$41,965.82	$37,381.93	$26,571.13	$45,777.16	$48,608.72
State Retirement Defined Cont.	10117001-522301	$3,335.80	$2,971.62	$1,990.40	$3,546.06	$3,554.48
Medical Insur-Active Employees	10117001-522818	$75,499.20	$50,684.83	$35,752.60	$57,683.40	$85,762.00
Dental Insur-Active Employees	10117001-522822	$4,659.36	$2,933.35	$1,396.97	$3,482.16	$3,578.26

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Insurance Buyback	10117001-522840	$4,000.00	$2,851.07	$1,062.50	$4,000.00	$4,000.00
Life Insurance	10117001-522850	$510.00	$441.27	$295.65	$510.00	$612.00
Travel Expenses	10117001-538014	$1,850.00	$1,120.62	$0.00	$1,850.00	$1,520.00
Uniforms And Other Clothing	10117001-540038	$885.00	$844.50	$556.00	$925.00	$1,140.00
Total Benefits:		**$161,035.44**	**$124,532.69**	**$83,684.54**	**$148,144.63**	**$178,454.35**
Services						
Internet Access	10117001-530066	$2,018.00	$1,697.22	$961.84	$2,064.00	$2,064.00
Housing Court Remediation	10117001-530110	$0.00	$0.00	$1,000.00	$0.00	$25,000.00
Professional Services	10117001-530111	$2,740.00	$5,345.76	$0.00	$2,740.00	$0.00
Employee Training	10117001-530801	$0.00	$0.00	$650.00	$625.00	$625.00
Telephone	10117001-532000	$0.00	$242.46	$0.00	$0.00	$0.00
Motor Vehicles Maintenance	10117001-534010	$0.00	$162.00	$929.05	$0.00	$0.00
Office Equipment Maintenance	10117001-534014	$550.00	$300.00	$0.00	$550.00	$550.00
Advertising	10117001-538012	$100.00	$0.00	$0.00	$100.00	$100.00
Printing Expenses	10117001-538022	$150.00	$279.00	$0.00	$150.00	$150.00
Licenses And Dues	10117001-538030	$1,105.00	$1,350.78	$985.75	$1,365.00	$1,365.00
Total Services:		**$6,663.00**	**$9,377.22**	**$4,526.64**	**$7,594.00**	**$29,854.00**
Capital Outlay						
Non-Major Technology Reserve	10117001-530044	$5,601.00	$5,601.00	$8,068.00	$8,068.00	$8,475.00
Office Equipment	10117001-550004	$200.00	$232.71	$0.00	$200.00	$200.00
Total Capital Outlay:		**$5,801.00**	**$5,833.71**	**$8,068.00**	**$8,268.00**	**$8,675.00**
Commodities						
Office Materials & Supplies	10117001-540012	$3,500.00	$3,065.61	$550.00	$341.00	$300.00
Books And Publications	10117001-540020	$400.00	$392.20	$624.56	$715.00	$450.00
Motor Vehicle Materials & Supp	10117001-540028	$2,600.00	$1,516.43	$1,972.64	$2,600.00	$1,800.00
Fuels And Lubricants	10117001-540040	$2,750.00	$2,818.89	$1,745.25	$2,750.00	$3,747.00
Total Commodities:		**$9,250.00**	**$7,793.13**	**$4,892.45**	**$6,406.00**	**$6,297.00**
Total Expense Objects:		**$568,258.19**	**$488,103.95**	**$317,472.72**	**$577,095.97**	**$640,944.99**

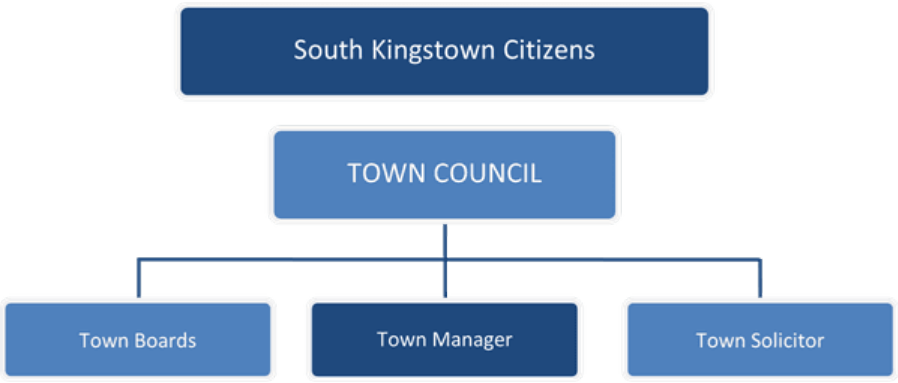
Zoning Board of Review

Robert Cagnetta
Chairman

This section incorporates multiple divisions, each of which fall under the purview of the Town Council, and include the following:

Division Number	Division Description
11001	Town Council
11003	Budget Referendum
11007	Probate Court
15003	Assessment Board of Review
16003	Planning Board
16009	Conservation Commission
17003	Zoning Board of Review

Organizational Chart



MIssion Statement & Primary Functions

Mission Statement

Zoning Board

The Zoning Board of Review was established by Town Charter, Section 4920 (https://library.municode.com/ri/south_kingstown/codes/code_of_ordinances?nodeId=PTITHCH_ARTIVADDEPR_4910PLBO_S4920ZOBORE). The Board is charged with hearing and considering the appeal of decisions made by the Planning Board, the Historic District Commission, and the Zoning Enforcement Officer; holds the authority to grant variances from the Zoning Ordinance and special use permits; and is committed to providing a fair and impartial hearing on all applications, in a timely manner.

Functions

Zoning Board of Review

The duties performed by the Zoning Board of Review include, but are not limited to:

- Serve as the Planning Board of Appeals
- Hear and consider the appeal of decisions made by the Planning Board, the Historic District Commission, and the Zoning Enforcement Officer
- Have authority to grant variances from the Zoning Ordinance
- Have authority to grant special use permits

Town Council Goals & Objectives

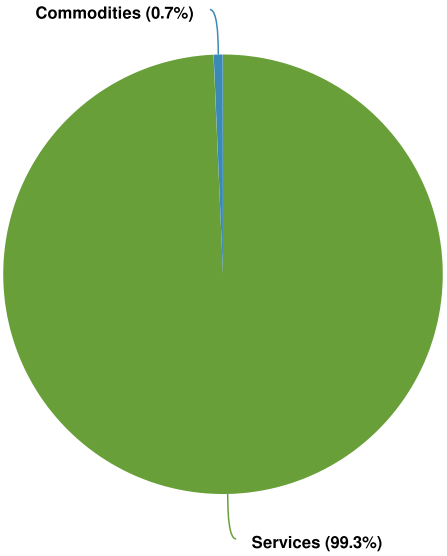
The Town Council's goals and objectives are organized within twelve main topics, the specific details of which can be found within the *Tab 1 Introduction* portion of this document.

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Services	$14,910	$14,808	$2,402	$7,660	$5,000	$7,340
Commodities	$50	$0	$0	$50	$0	$50
Total:	**$14,960**	**$14,808**	**$2,402**	**$7,710**	**$5,000**	**$7,390**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Services						
Stipends Boards/Commissions	10117003-530002	$4,200.00	$2,720.00	$1,200.00	$4,160.00	$3,840.00
Professional Services	10117003-530111	$9,310.00	$11,100.00	$0.00	$2,100.00	$2,100.00
Advertising	10117003-538012	$1,200.00	$987.50	$1,202.00	$1,200.00	$1,200.00
Printing Expenses	10117003-538022	$200.00	$0.00	$0.00	$200.00	$200.00
Total Services:		**$14,910.00**	**$14,807.50**	**$2,402.00**	**$7,660.00**	**$7,340.00**
Commodities						
Office Materials & Supplies	10117003-540012	$50.00	$0.00	$0.00	$50.00	$50.00
Total Commodities:		**$50.00**	**$0.00**	**$0.00**	**$50.00**	**$50.00**
Total Expense Objects:		**$14,960.00**	**$14,807.50**	**$2,402.00**	**$7,710.00**	**$7,390.00**

Facilities

Mark Russo
Facilities Director

Department Headcount (FTE)

Facilities Department	2022-23 Adopted	2023-24 Adopted	2024-25 Adopted	2025-26 Proposed	Incr./(Decr.) Prior Year
Total Personnel	11.70	12.23	12.23	11.00	(1.23)

Organizational Chart

Mission Statement & Primary Functions

The Town has completed the move from having municipal facilities and custodial staff being managed by individual departments, to a centralized facility maintenance service system supported by the Facilities Department. This migration to the formal Facilities Department has been occurring for the last several years and continues to be an ongoing process regarding budgeting, supplies, materials, and services.

This account includes the salaries and personnel costs for Facility Department employees that are budgeted within the General Fund. Facility maintenance costs, other than for the town hall, remained allocated to other departments. For the past several budget cycles those Facility Department employees whose salary and personnel costs are budgeted within Special Revenue Funds including Peace Dale Office Building, Senior Services, Neighborhood Guild, and the Community Recreation Center, as well as Enterprise Funds including Water, Wastewater, and Solid Waste were included in the facilities budget. An account in each of the Special Revenue Funds has been created to charge back the facility department salaries to the Special Revenue and Enterprise Funds. The budgeted utility funds from general fund departments, ie: electricity, natural gas, fuel oil, waste water, water and refuse disposal have been transferred during this budget cycle to the Facilities Department for ease of tracking and budgeting.

Mission Statement

The Facilities Department maintains a diverse portfolio of municipal facilities, and in addition to providing custodial services, the Department is responsible for routine, preventative, and emergency maintenance, overseeing building construction and renovation projects, assisting with building security, as well as planning for the future integrity and sustainability of all municipal buildings. The Department also works to ensure compliance with laws and regulations set forth pertaining to safety, environment, health, fire, and energy efficiency, while providing a comfortable environment for all who use the buildings.

Functions

Custodial Services
The Department works hard to provide clean and sanitary buildings for all who enter each of the 18 municipal buildings. The Department is responsible for providing routine and as-needed custodial services to all municipal buildings.

Routine & Preventative Maintenance
The Department is responsible for providing routine and preventative maintenance for over 190,000 square feet of space in each of the 18 municipal buildings. The routine and preventative maintenance program supports, but is not limited to the following:

- In conjunction with the Fire Alarm & Communications Department, we inspect and test the municipally connected Fire Alarm systems.
- Quarterly inspection of the fire sprinkler suppression systems
- Bi-annual preventive maintenance of the emergency backup generators
- Monthly egress inspections
- Exterior landscape, lighting, and sidewalk inspections
- Municipal building access control
- HVAC maintenance, cleanings and filters
- Maintain contracts with vendors for building systems services.
- Maintain electric vehicle (EV) charging stations.
- Respond to natural disasters and electrical outages
- Snow and ice removal from municipal sidewalks and parking areas

Long-Term Proactive Maintenance
The Department is responsible for planning for the future integrity of the municipal buildings.

- Maintain a long-term maintenance strategy and capital improvement plan
- Maintain a priority list for maintenance and repair
- Continue to develop a master plan for energy efficiency and use reduction

Safety & Code Compliance
The Departments responsible for ensuring safety and code compliance for all municipal buildings through:

- Coordination with other code enforcement agencies, including state, local, and other municipal departments.

- Enforcement of the RI Fire Safety Code pertaining to fire doors, proper placement of fire extinguishers, monitor fire sprinkler, test emergency lighting systems and update evacuation maps
- Respond to municipal building alarm activations, and assist the Communications Department ensuring all security and fire alarm systems are in normal operating condition
- Maintain updated contact information with all building key holders

FY 2024 - 2025 Priorities

Priorities	Town Council Goals & Obj
Continue to provide for the routine maintenance and repair needs of all municipal buildings, both interior and exterior	**FI / CP**
Continue to provide for the daily cleaning needs of all municipal buildings	**FI**
Oversee the maintenance and care of grounds around municipal buildings, coordinating with Parks Division as needed, while working to provide for aesthetically pleasing gardens and grounds	**FI**
Continue compiling a priority list for maintenance and repair of all municipal buildings using the Beehive Asset Management Software	**FI / SNR/ CP**
Develop long term maintenance strategy and capital improvement plan for municipal buildings	**FI**
Develop a priority list for maintenance and repair of the aging roof conditions on all municipal buildings	**FI**
Continue to maintain and update a master plan for energy efficiency and use reduction throughout municipal buildings	**SNR**
Continue to coordinate with Department and Division heads to identify unique facility needs based upon department specific uses	**FI**
Continue to manage the Town's surplus disposal needs, utilizing the Town's online auction site to sell obsolete and surplus items, creating a revenue source from disposal of items	**TBF**
Manage the electronic key fob access system for municipal buildings, and continue effort to convert the remaining buildings to this system	**FI / PPS**
Coordinate with the Fire Alarm & Communications Division to update and expand security panels within municipal buildings	**FI / PPS**
Provide critical cleaning to municipal buildings and vehicles following necessary protocols, disinfection, and sanitization to guard against infectious disease	**FI / PPS**
Research and procure necessary tools, equipment, and PPE related to infectious disease control	**FI / PPS**
Coordinate purchasing of related equipment, materials, and supplies, creating consistency in product, and resulting in cost savings through bulk purchases	**FI / TBF**
Improved safety, security, winter storm operations response, as well as quality, timeliness, and effectiveness of services provided to municipal departments through centralized Facilities Division	**FI / PPS**
Develop and input data into the Asset Management system for use in logging work orders and recording all Town building assets	**FI**
Continue to research cost savings and incentives related to increasing energy efficiency and reducing future labor and equipment maintenance costs; Work with the School Department Maintenance Department to help realize savings in the school buildings	**FI / SNR**
Manage the electric vehicle (EV) charging stations at Town Hall (municipal use only) and at the Main Street Comfort Station public parking lot (for public use); converted to point of sale purchase to cover provision of electricity and cost of administration and maintenance	**FI / SNR / TBF**
Lead South Road School facility and maintenance needs, and coordinate town departments on bulk storage of assets.	**FI / PPS**
Continue to provide staff support to the Sustainability Committee on related initiatives	**SNR**
Coordinate with the Highway Division and the Parks Division to provide Winter Storm Operations support for municipal buildings, parking lots, and sidewalks	**FI / PPS**

FY 2025 - 2026 Priorities

Proposed Priorities	Town Council Goals & Obj
Continue the implementation of Town-wide Facility Department, overseeing for the care and maintenance of all municipal buildings, working in collaboration with Division Heads and Department Heads to identify unique facility needs based upon department-specific uses	**FI**
Continue to provide for the daily cleaning, routine maintenance, and repair needs of all municipal buildings, both interior and exterior	**FI**
Oversee the maintenance and care of grounds around municipal buildings, coordinating with Parks Division on landscape and garden bed beautification efforts at municipal buildings; work to identify and expand the number of garden beds maintained	**FI**
Investigate a municipal building audit to develop a Facility Condition Index (FCI), compile a priority list for maintenance and repair of all municipal buildings; and develop long term maintenance strategy and capital improvement plan for municipal buildings	**FI / TBF**
Continue to develop a master plan for energy efficiency and use reduction throughout municipal buildings	**FI / SNR**
Manage the electronic key fob access system for municipal buildings, continuing to convert remaining buildings	**FI / PPS**
Manage the electric vehicle (EV) charging stations at Town Hall (municipal use only) and at the Main Street Comfort Station public parking lot (for public use)	**FI / SNR / TBF**
Continue to monitor and secure the South Road School building	**FI**
Continue to provide staff support to the Sustainability Committee on related initiatives; coordinate with other municipal departments as appropriate, to assist the Sustainability Committee in their effort proposing initiatives to the Town Council	**SNR**
Coordinate with the Highway Division and the Parks Division to provide Winter Storm Operations support for municipal buildings, parking lots, and sidewalks	**FI / PPS**
Expand training program for Facilities Department employees	**ET**
Continue to work with the Town's Safety Committee and municipal departments to update the emergency egress and safety plans	**FI / ET**
Continue to manage the Town's surplus disposal needs, utilizing the Town's online auction site to sell obsolete and surplus items, creating a revenue source from disposal of items	**TBF**
Continue to coordinate with School Maintenance regarding maintenance contractors and contracts.	**FI / TBF**

Performance Measurements

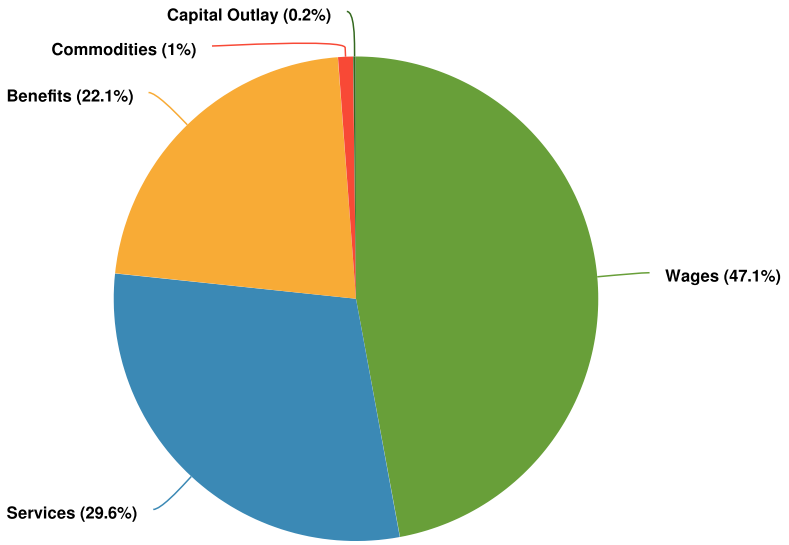
Description	FY 2023-2024 Actual	FY 2024-2025 Projected	FY 2025-2026 Anticipated	Town Council Goals & Obj
Number of buildings maintained	18	18	18	**FI**
Avg # of service requests per month	120	150	150	**FI**
State required safety inspections	57	57	57	**FI**
Surplus/Obsolete items auctioned	79	50	50	**TBF**
Total FOB access points	43	50	55	**FI**
Sustainability Committee meetings	12	12	12	**SNR / CEPP**

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Wages	$632,514	$604,132	$392,244	$665,717	$588,780	$685,023
Benefits	$287,403	$261,247	$159,140	$326,712	$250,240	$325,572
Services	$100,520	$92,194	$77,301	$102,256	$100,597	$429,883
Capital Outlay	$3,370	$3,480	$2,178	$2,706	$2,706	$2,706
Commodities	$12,500	$25,207	$10,336	$13,800	$11,775	$14,550
Total:	**$1,036,307**	**$986,261**	**$641,198**	**$1,111,191**	**$954,098**	**$1,457,734**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10118001-511001	$551,717.10	$536,842.06	$353,246.95	$588,793.02	$667,438.75
Part-Time Salaries	10118001-511002	$61,072.66	$41,928.03	$176.28	$62,586.19	$0.00
Seasonal Salaries	10118001-511003	$0.00	$0.00	$3,505.95	$0.00	$0.00
Overtime	10118001-511004	$3,000.00	$11,231.43	$16,390.03	$4,600.00	$4,600.00
Retirement/Vacation Reimb.	10118001-511005	$0.00	$2,246.49	$7,604.96	$0.00	$0.00
Longevity	10118001-511006	$16,724.18	$11,884.28	$11,319.39	$9,738.15	$12,984.30
Total Wages:		**$632,513.94**	**$604,132.29**	**$392,243.56**	**$665,717.36**	**$685,023.05**
Benefits						
FICA	10118001-522250	$46,760.34	$44,602.39	$29,130.38	$49,870.21	$48,858.22
Municipal Employees Retirement	10118001-522300	$79,264.96	$74,301.37	$48,589.16	$86,180.60	$90,379.61
State Retirement Defined Cont.	10118001-522301	$6,389.94	$6,286.24	$3,912.78	$7,247.88	$6,955.81
Medical Insur-Active Employees	10118001-522818	$129,904.56	$117,125.90	$66,019.51	$155,881.68	$158,781.00
Dental Insur-Active Employees	10118001-522822	$6,257.40	$5,901.36	$2,560.82	$7,787.40	$6,507.00
Insurance Buyback	10118001-522840	$12,500.00	$8,336.55	$2,969.36	$8,500.00	$4,250.00
Life Insurance	10118001-522850	$1,326.00	$1,070.42	$659.65	$1,224.00	$1,020.00
Travel Expenses	10118001-538014	$1,300.00	$170.96	$0.00	$700.00	$500.00
Educational Expenses	10118001-538016	$500.00	$0.00	$0.00	$500.00	$500.00
Uniforms And Other Clothing	10118001-540038	$3,200.00	$3,452.04	$5,298.52	$8,820.00	$7,820.00
Total Benefits:		**$287,403.20**	**$261,247.23**	**$159,140.18**	**$326,711.77**	**$325,571.63**
Services						
Refuse Disposal	10118001-530014	$1,495.00	$1,556.89	$1,207.41	$1,695.00	$1,864.50
Copy Machine Services	10118001-530064	$9,500.00	$7,004.05	$9,500.00	$9,500.00	$9,500.00
Professional Services	10118001-530111	$500.00	$948.00	$948.00	$950.00	$1,050.00
Employee Training	10118001-530801	$0.00	$0.00	$0.00	$1,375.00	$1,375.00
Telephone	10118001-532000	$5,550.00	$2,863.00	$1,673.45	$5,486.00	$4,388.80

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Fuel - Oil	10118001-532002	$2,000.00	$225.40	$2,000.00	$2,000.00	$0.00
Fuel Oil - Animal Control	10118001-532002	$0.00	$0.00	$0.00	$0.00	$10,000.00
Fuel Oil - Creative Activities	10118001-532002	$0.00	$0.00	$0.00	$0.00	$5,000.00
Fuel Oil - Highway	10118001-532002	$0.00	$0.00	$0.00	$0.00	$1,675.00
Fuel Oil - Town Hall	10118001-532002	$0.00	$0.00	$0.00	$0.00	$2,000.00
Electricity	10118001-532004	$21,500.00	$27,087.26	$17,861.87	$21,500.00	$0.00
Electricity-Animal Control	10118001-532004	$0.00	$0.00	$0.00	$0.00	$13,000.00
Electricity-Aquatics	10118001-532004	$0.00	$0.00	$0.00	$0.00	$900.00
Electricity-Communications	10118001-532004	$0.00	$0.00	$0.00	$0.00	$2,400.00
Electricity-Creative Activitie	10118001-532004	$0.00	$0.00	$0.00	$0.00	$3,000.00
Electricity-Dispatch	10118001-532004	$0.00	$0.00	$0.00	$0.00	$9,225.00
Electricity-Highway Dept.	10118001-532004	$0.00	$0.00	$0.00	$0.00	$19,000.00
Electricity-Leisure Services	10118001-532004	$0.00	$0.00	$0.00	$0.00	$900.00
Electricity-Library Admin.	10118001-532004	$0.00	$0.00	$0.00	$0.00	$29,000.00
Electricity-Park Maintenance	10118001-532004	$0.00	$0.00	$0.00	$0.00	$59,000.00
Electricity-Police Dept.	10118001-532004	$0.00	$0.00	$0.00	$0.00	$67,650.00
Electricity-Public Services	10118001-532004	$0.00	$0.00	$0.00	$0.00	$10,260.00
Electricity-Town Hall	10118001-532004	$0.00	$0.00	$0.00	$0.00	$26,500.00
Natural Gas	10118001-532008	$11,000.00	$13,204.73	$6,715.88	$11,000.00	$0.00
Natural Gas-Dispatch	10118001-532008	$0.00	$0.00	$0.00	$0.00	$2,498.00
Natural Gas-Library Admin	10118001-532008	$0.00	$0.00	$0.00	$0.00	$16,000.00
Natural Gas-Police Dept.	10118001-532008	$0.00	$0.00	$0.00	$0.00	$18,317.00
Natural Gas-Public Services	10118001-532008	$0.00	$0.00	$0.00	$0.00	$4,000.00
Natural Gas-Town Hall	10118001-532008	$0.00	$0.00	$0.00	$0.00	$12,000.00
Wastewater Fees	10118001-532010	$800.00	$842.80	$659.20	$850.00	$0.00
Wastewater Fees-Creavtive Acti	10118001-532010	$0.00	$0.00	$0.00	$0.00	$350.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Wastewater Fees-Dispatch	10118001-532010	$0.00	$0.00	$0.00	$0.00	$156.00
Wastewater Fees-Library Admin.	10118001-532010	$0.00	$0.00	$0.00	$0.00	$1,000.00
Wastewater Fees-Park Maintenan	10118001-532010	$0.00	$0.00	$0.00	$0.00	$2,650.00
Wastewater Fees-Police Dept.	10118001-532010	$0.00	$0.00	$0.00	$0.00	$1,144.00
Wastewater Fees-Public Service	10118001-532010	$0.00	$0.00	$0.00	$0.00	$210.00
Wastewater Fees-Town Hall	10118001-532010	$0.00	$0.00	$0.00	$0.00	$800.00
Water Fees	10118001-532012	$1,000.00	$793.69	$1,000.00	$1,000.00	$0.00
Water Fees-Animal Control	10118001-532012	$0.00	$0.00	$0.00	$0.00	$1,750.00
Water Fees-Aquatics	10118001-532012	$0.00	$0.00	$0.00	$0.00	$900.00
Water Fees-Creative Activities	10118001-532012	$0.00	$0.00	$0.00	$0.00	$288.00
Water Fees-Dispatch	10118001-532012	$0.00	$0.00	$0.00	$0.00	$420.00
Water Fees-EMS	10118001-532012	$0.00	$0.00	$0.00	$0.00	$1,150.00
Water Fees-Highway Dept.	10118001-532012	$0.00	$0.00	$0.00	$0.00	$1,400.00
Water Fees-Leisure Services	10118001-532012	$0.00	$0.00	$0.00	$0.00	$225.00
Water Fees-Library Admin.	10118001-532012	$0.00	$0.00	$0.00	$0.00	$3,540.00
Water Fees-Park Maintenance	10118001-532012	$0.00	$0.00	$0.00	$0.00	$17,205.00
Water Fees-Police Dept.	10118001-532012	$0.00	$0.00	$0.00	$0.00	$3,080.00
Water Fees-Public Services	10118001-532012	$0.00	$0.00	$0.00	$0.00	$467.00
Water Fees-Town Hall	10118001-532012	$0.00	$0.00	$0.00	$0.00	$900.00
Propane - Communications	10118001-532014	$0.00	$0.00	$0.00	$0.00	$1,000.00
Propane - Highway	10118001-532014	$0.00	$0.00	$0.00	$0.00	$11,000.00
Propane - Leisure Services	10118001-532014	$0.00	$0.00	$0.00	$0.00	$1,025.00
Propane - Library	10118001-532014	$0.00	$0.00	$0.00	$0.00	$1,820.00
Motor Vehicles Maintenance	10118001-534010	$1,500.00	$0.00	$0.00	$1,500.00	$1,000.00
Asset Management Software	10118001-534017	$4,500.00	$4,407.87	$4,424.42	$4,500.00	$4,500.00
Maintenance Of Buildings	10118001-534020	$14,325.00	$11,501.88	$11,711.05	$14,000.00	$14,500.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Advertising	10118001-538012	$150.00	$219.38	$300.00	$200.00	$200.00
Postage	10118001-538020	$26,700.00	$21,539.44	$19,299.31	$26,700.00	$26,700.00
Total Services:		**$100,520.00**	**$92,194.39**	**$77,300.59**	**$102,256.00**	**$429,883.30**
Capital Outlay						
Non-Major Technology Reserve	10118001-530044	$2,920.00	$3,030.00	$2,206.00	$2,206.00	$2,206.00
Janitorial Equipment	10118001-550016	$450.00	$450.00	-$28.16	$500.00	$500.00
Total Capital Outlay:		**$3,370.00**	**$3,480.00**	**$2,177.84**	**$2,706.00**	**$2,706.00**
Commodities						
Office Materials & Supplies	10118001-540012	$2,000.00	$2,237.36	$2,599.82	$2,100.00	$2,500.00
Janitorial Materials & Supp	10118001-540014	$2,200.00	$1,807.08	$2,048.38	$2,300.00	$2,500.00
Elect Materials & Supplies	10118001-540018	$250.00	$187.46	$173.54	$250.00	$300.00
Agri Materials & Supplies	10118001-540022	$300.00	$61.98	$300.00	$300.00	$200.00
Chemicals And Gases	10118001-540024	$300.00	$300.00	$300.00	$300.00	$300.00
Bldg & Const Materials & Supp	10118001-540026	$750.00	$457.38	$603.54	$750.00	$750.00
Motor Vehicle Materials & Supp	10118001-540028	$1,600.00	$1,682.17	$889.48	$1,800.00	$1,500.00
General Hardware & Tools	10118001-540032	$600.00	$512.78	$613.69	$1,000.00	$1,200.00
Fuels And Lubricants	10118001-540040	$3,000.00	$5,194.23	$2,807.13	$3,500.00	$4,000.00
HVAC Materials & Supplies	10118001-540050	$500.00	$53.43	$0.00	$500.00	$500.00
Miscellaneous Expenses	10118001-580100	$1,000.00	$12,713.01	$0.00	$1,000.00	$800.00
Total Commodities:		**$12,500.00**	**$25,206.88**	**$10,335.58**	**$13,800.00**	**$14,550.00**
Total Expense Objects:		**$1,036,307.14**	**$986,260.79**	**$641,197.75**	**$1,111,191.13**	**$1,457,733.98**

Public Safety

The Departments that Make up the Public Safety portion of the Town's Operating Budget is as follows:

Police Department
Communications Department
Emergency Medical Services

Department Headcount (FTE)

Public Safety	2022-23 Adopted	2023-24 Adopted	2024-25 Adopted	2025-26 Proposed	Incr./(Decr.) Over Prior Year
Total Personnel	104.85	100.78	102.78	101.78	-1.00

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
General Fund						
Wages	$9,224,497	$8,888,955	$6,568,813	$9,524,196	$10,344,081	$10,001,855
Benefits	$4,526,419	$4,289,296	$2,973,095	$4,817,763	$4,555,308	$5,115,091
Services	$464,577	$472,834	$416,465	$510,078	$463,625	$426,510
Capital Outlay	$250,664	$217,739	$342,445	$278,401	$257,301	$337,923
Commodities	$370,675	$296,702	$196,643	$372,565	$325,280	$385,900
Total General Fund:	**$14,836,833**	**$14,165,527**	**$10,497,462**	**$15,503,003**	**$15,945,594**	**$16,267,280**

Police Department

Matthew C. Moynihan
Chief of Police

Department Headcount (FTE)

Police Department	FY2022-23 Adopted	FY2023-24 Adopted	FY2024-25 Adopted	FY2025-26 Proposed	Incr./(Decr.) Prior Year
Sworn Officers	58.00	58.00	58.00	58.00	0.00
Civilian Staff	7.00	7.00	7.00	6.00	(1.00)
Dispatchers	8.40	8.40	8.40	8.40	0.00
Animal Welfare	3.43	3.43	3.43	3.43	0.00

Division Summary

Division Number	Division Description
10120001	Police Department
10120002	Police Civilians
10120004	Emergency Management
10120050	Dispatchers
10120071	Animal Control - Road
10120073	Animal Control - Shelter
10120090	Harbor Patrol

Organizational Chart

Mission Statement & Primary Functions

Mission Statement

The Mission Philosophy of the South Kingstown Police Department is a component of the Department Rules and Regulations, which in accordance with the Town Charter were adopted and approved by the Town Council in August 1987. The mission statement is unique in that in addition to defining the well-accepted principal duties of law enforcement, it also advocates that the Town's public safety personnel recognize the need to function as community service providers.

Officers of the South Kingstown Police Department conduct their professional responsibilities in a disciplined manner pledging to uphold the laws of the Nation, State, Town Code, and Rules and Regulations of the South Kingstown Police Department. The Department is committed to delivering the highest level of police professionalism to the Citizens of South Kingstown in a sensitive and efficient manner within the rule of law which guarantees individual rights to all our citizens.

Functions

The primary responsibility of the South Kingstown Police Department is to provide a comprehensive public safety program. Although preservation of peace and protection of lives and property are the principle duties of a police officer, South Kingstown Public Safety Personnel, both sworn and civilian, also function as public service officers responsible for identifying and responding to service needs of all our citizens.

The Police Department also oversees the Animal Welfare Division, which is detailed separately.

Principal functions of the Police Department include, but are not limited to:

- Identifying, reporting, and removing a variety of public safety hazards and to provide assistance to ensure citizen safety at every opportunity;
- Investigating and prosecuting all known criminal offenses;
- Providing assistance and counseling for a wide range of services from simple street directions to referrals of services of other agencies not provided by police;
- Addressing traffic safety issues in the community by:
    - Promoting traffic safety initiatives through education and enforcement
    - Administering traffic detail program for road projects, etc.
- Providing public safety dispatch for Police, EMS, and Fire;
- Interacting cooperatively with the South Kingstown School Department, local institutional groups (URI, South County Hospital, and Fire Districts), neighboring police departments, the RI State Police, multiple State and Federal agencies, and advocacy groups to form partnerships to keep South Kingstown a safe community;
- Working in unison with Town Departments and multiple agencies on community emergency preparedness planning and administration; maintain state of readiness for emergency response; assist in coordinating with other Town Departments in the implementation of emergency evacuation shelters as needed;
- Recruiting and training police officers;
- Providing training and professional development to all department personnel;
- Reviewing and analyzing the needs for police service and the efficiency of departmental operations; promoting enhanced administrative, technical and operational police practices;
- Developing and submitting recommended annual operating budget and six-year capital improvement plan to the Town Manager.

FY 2024 - 2025 Priorities

Priorities	Town Council Goals & Objs
Maintain departmental accreditation through the RI Police Accreditation Commission (RIPAC); review existing policies and/or create new policies as directed by RIPAC standards; review reports, training and other activities to ensure compliance set forth in RIPAC standards	**PPS**
Maintain active list for the rank of Sergeant and promptly fill vacancies as they occur	**PPS / TBF**
Conduct rolling police recruitment drive, supplemented by lateral transfer hiring program, to recruit certified police officers; hire and train replacement officers to promptly fill vacancies in the Patrol Division as they occur	**PPS**
Streamline the police employment application process to create efficiencies during the recruitment and hiring process for both applicants and the training officer, and allow for ease in tracking and communication during the various recruitment stages; collaborate with Fit2Serve to provide support and prepare recruits for a career with SKPD	**PPS**
Maintain School Resource Officer (SRO) program; supported through partnership with School Department	**PPS / ET / TBF**
Continue with training of the police compassion canine assigned to the Community Resource Officer (CRO); foster community-based outreach programs that offer community members the opportunity to regularly engage police officers and departmental leaders	**PPS / VUR**
With the aid of grant funding, continue to work collaboratively with Washington County Crisis Intervention Team (CIT) to support the joint relationship established between police and mental health clinicians to provide services to individuals experiencing a mental health crisis; continue fostering the CIT program by leveraging the use of crisis intervention teams consisting of specially trained police officers working alongside mental health professionals to assist those in need of mental health services	**PPS / VUR / TBF**
Activate the Community Service Officer (CSO) Program, consisting of four (4) paid summer interns who are students pursuing careers in law enforcement. CSOs are unarmed and provide a visible law enforcement presence in key locations near beaches, downtown and on bike paths. CSOs assist with enforcing parking violations and acting as a force multiplier for the police department. They conduct foot and bicycle patrols and provide additional resources to the department. This program provides the CSOs with training and exposure to careers in law enforcement and will assist with the department's recruitment efforts	**PPS**
Participate in RIDOT's Operation Blue Riptide grant program to reinforce traffic safety efforts; including Impaired/Drunk Driving Enforcement, Speed Management, Distracted Driving, Child Safety Seat, and Seatbelt Safety Efforts	**PPS / TBF**
Detective Division will continue efforts to identify/manage sexual offenders in the community	**PPS / VUR**
Continue to participate in Department of Justice Bulletproof Vest Grant Program to obtain 50% cost share toward the purchase of body armor for the safety of the Town's officers	**PPS / TBF**
Work collaboratively with the Town's IT Department to improve network security and operational efficiency; continue leveraging the use of police scheduling software to improve the processes of routine scheduling, time-off requests, and filling overtime and traffic details; develop online access to various law enforcement resources, to include concealed gun permit applications, VIN verification checks and fingerprint/ background checks for residents and SK business owners	**FI / PPS**
Continue working cooperatively with URI Police on public safety matters and strategic planning	**PPS / URI**
Participate in meetings with South County Hospital on mutual security concerns	**PPS / SCH**
Work with Town Departments, UFD, KFD, and RIEMA to maintain state of readiness for emergency preparedness response	**PPS / VUR**
Continue to work collaboratively with SK Communications Consortium (SKCC) to maintain and address any interoperability issues with the 400 MHz town-wide radio communications system, while maintaining state-wide interoperability through the 800 MHz system	**PPS / TBF**
Continue with Body Worn Camera pilot program and ensure all uniformed officers are equipped with Body Worn Cameras through available Federal/ State Grant funding	**TBF**

Priorities	Town Council Goals & Objs
Work in partnership with Finance Department to prepare bid specifications and complete acquisitions for police equipment budgeted for replacement in FY 2024-2025	**TBF**
Collaborate with the Facilities Superintendent to plan for future facilities improvements and upgrades as needed	**FI / SNR**
Prepare and submit FY 2025-2026 Capital Improvement and Operating Budget recommendations for Town Manager review/consideration in accordance with proposed activities and work program for the ensuing year	**TBF**

FY 2025 - 2026 Priorities

Proposed Priorities	Town Council Goals & Objs
Maintain departmental accreditation through the RI Police Accreditation Commission (RIPAC); review existing policies and/or create new policies as directed by RIPAC standards; review reports, training and other activities to ensure compliance set forth in RIPAC standards	**PPS**
Maintain existing programs and services for the delivery of the highest level of police professionalism to the community	**PPS**
Maintain department equipment and facilities at contemporary standards to provide officers with the state of the art tools to perform their duties effectively and efficiently	**PPS**
Continue emphasis on employee training and professional development for sworn and civilian personnel	**PPS**
Continue to analyze the future needs of the department, taking into consideration best utilization of police resources	**PPS / TBF**
Recruit and train new police recruits to promptly fill vacancies; analyze utilizing lateral transfer hiring program as an additional resource to attract qualified candidates; strive to attain diversified applicant pool	**PPS**
Foster the multiple partnerships formed with community/institutional groups and State and Federal law enforcement agencies to insure quality of life for all citizens - Continue emphasis on mental health as a core element of public safety programs and initiatives; to include support for the CIT program - Complete an anonymous survey of Town residents to gauge their satisfaction with the Police Department - Promote civic engagement and public participation; conduct at least five (5) community engagement activities coordinated by the CRO Division	**PPS / URI / SCH / VUR / CEPP**
Continue to improve upon the timely release of information; leverage the use of social media outlets to keep the public informed about department news and activities	**CEPP / VUR**
Continue to participate in statewide body worn camera program funded by a federal grant for a period of five (5) years	**PPS / VUR / TBF**
Re-activate the Community Service Officer (CSO) Program, consisting of four (4) paid summer interns who are students pursuing careers in law enforcement. CSOs are unarmed and provide a visible law enforcement presence in key locations near beaches, downtown and on bike paths. CSOs assist with enforcing parking violations and acting as a force multiplier for the police department. They conduct foot and bicycle patrols and provide additional resources to the department. This program provides the CSOs with training and exposure to careers in law enforcement and will assist with the department's recruitment efforts.	**PPS / TTS / TBF / CEPP**
Promote traffic safety initiatives; participate in Operation Blue Riptide grant program	**PPS / TBF / TTS**
Take advantage of available State and Federal grant opportunities to reduce operational costs	**TBF**
Prepare and submit FY 2026-2027 Capital Improvement and Operating Budget recommendations for Town Manager review/consideration in accordance with proposed activities and work program for the ensuing year	**TBF**

Performance Measurements

Description	FY 2022-2023 Actual	FY 2023-2024 Actual	FY 2024-2025 Projected	FY 2025-2026 Anticipated	Town Council Goals & Objs
Total Number of Sworn Officers	58	58	58	58	**PPS**
Sworn Officers - Administrative	8	8	8	8	**PPS**
Sworn Officers – Community Resource & Traffic Division*	1	1	4	4	**PPS / VUR / TTS**
Sworn Officers – School Resource Officer (SRO)	2	2	2	2	**PPS / ET**
Sworn Officers - Detective	7	7	7	7	**PPS**
Dispatchers	8.4	8.4	8.4	8.4	**PPS**
Civilian Admin Support Staff	7	7	7	6	**PPS**
Calls for Service	45,741	51,631	51,500	51,500	**PPS**
Calls Handled by SRO	74	148	140	140	**PPS / ET**
SRO Dedicated Hours	2,880	2,880	2,880	2,880	**PPS / ET**
Total Number of Auto Accidents	863	909	900	900	**PPS**
Auto Accidents with Injury	209	190	180	180	**PPS**
UCR* offenses – all offenses within *Major Crime Classifications*	300	270	275	275	**PPS**
UCR[1] offenses – DUI Arrest	88	93	95	95	**PPS**
UCR[1] offenses – Adult Arrest	401	387	400	400	**PPS**
UCR[1] offenses – Juvenile Arrest	25	27	25	25	**PPS**

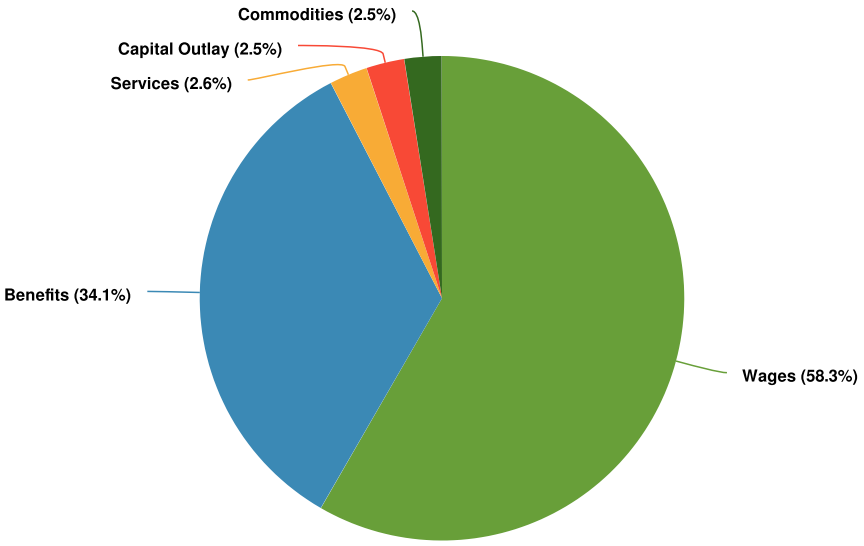
**Prior to FY 2025, the Traffic Division was previously included in the count under Sworn Officers - Administrative. As of FY 2025, the sworn officer count for the Traffic Division has been combined with the Community Resource Division as they work collaboratively addressing community needs.*

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Wages	$5,963,856	$5,537,341	$3,824,484	$6,115,288	$6,224,490	$6,131,981
Benefits	$3,382,337	$3,228,219	$2,222,331	$3,462,476	$3,423,348	$3,603,242
Services	$307,917	$263,854	$227,383	$336,484	$339,049	$268,053
Capital Outlay	$214,460	$169,507	$292,726	$226,505	$226,505	$267,455
Commodities	$252,098	$203,596	$122,205	$254,499	$243,499	$261,825
Total:	**$10,120,668**	**$9,402,517**	**$6,689,130**	**$10,395,253**	**$10,456,891**	**$10,532,556**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10120001-511001	$4,734,515.00	$4,461,095.24	$2,975,382.11	$4,889,771.87	$4,892,787.78
Overtime	10120001-511004	$510,000.00	$467,664.19	$296,638.65	$525,000.00	$525,000.28
Retirement/Vacation Reimb.	10120001-511005	$50,000.00	$22,880.10	$149,441.91	$0.00	$0.00
Longevity	10120001-511006	$275,806.00	$263,960.25	$173,067.28	$293,737.23	$287,413.92
Vacation & Sick	10120001-511009	$130,000.00	$62,074.86	$0.00	$130,000.00	$130,000.00
Holiday	10120001-511010	$263,535.00	$259,666.37	$229,954.49	$276,779.00	$296,779.00
Total Wages:		**$5,963,856.00**	**$5,537,341.01**	**$3,824,484.44**	**$6,115,288.10**	**$6,131,980.99**
Benefits						
FICA	10120001-522250	$421,185.53	$396,409.43	$273,015.14	$443,197.63	$435,253.89
Police Retirement	10120001-522302	$1,364,703.14	$1,359,894.88	$952,553.82	$1,377,445.29	$1,493,569.99
Medical Insur-Active Employees	10120001-522818	$947,803.80	$846,605.73	$552,712.11	$981,335.64	$973,600.94
Medical Insur-Retirees	10120001-522820	$394,856.00	$403,566.80	$285,307.83	$394,856.00	$417,417.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Dental Insur-Active Employees	10120001-522822	$41,618.64	$38,598.51	$22,837.73	$41,921.88	$41,355.48
Dental Insur-Retirees	10120001-522824	$4,629.00	$4,473.72	$3,008.08	$4,629.00	$4,629.00
Insurance Buyback	10120001-522840	$28,750.00	$34,490.60	$21,754.96	$33,000.00	$37,500.00
Life Insurance	10120001-522850	$5,916.00	$5,737.50	$3,896.94	$5,916.00	$5,916.00
Travel Expenses	10120001-538014	$175.00	$150.00	$100.00	$175.00	$3,175.00
Educational Expenses	10120001-538016	$107,700.00	$70,233.82	$52,105.23	$106,700.00	$117,525.00
Uniforms And Other Clothing	10120001-540038	$65,000.00	$68,058.21	$55,039.23	$73,300.00	$73,300.00
Total Benefits:		**$3,382,337.11**	**$3,228,219.20**	**$2,222,331.07**	**$3,462,476.44**	**$3,603,242.30**
Services						
Cleaning Services	10120001-530012	$10,000.00	$10,711.60	$11,500.00	$11,500.00	$11,500.00
Refuse Disposal	10120001-530014	$3,423.00	$3,559.44	$2,515.20	$3,775.00	$4,150.00
Medical Services	10120001-530024	$600.00	$744.00	$222.00	$650.00	$888.00
Copy Machine Services	10120001-530064	$4,048.00	$3,463.73	$2,762.32	$4,048.00	$4,048.00
Internet Access	10120001-530066	$5,850.00	$4,208.36	$3,727.60	$5,850.00	$5,850.00
Professional Services	10120001-530111	$24,325.00	$23,854.00	$6,494.20	$27,500.00	$35,850.00
Employee Training	10120001-530801	$0.00	$0.00	$0.00	$7,625.00	$7,625.00
Telephone	10120001-532000	$28,345.00	$23,988.86	$23,700.59	$29,322.00	$26,672.00
Electricity	10120001-532004	$62,480.00	$63,133.14	$47,708.47	$64,381.00	$0.00
Natural Gas	10120001-532008	$14,784.00	$13,074.24	$9,660.17	$17,600.00	$0.00
Wastewater Fees	10120001-532010	$1,056.00	$1,078.53	$972.93	$1,144.00	$0.00
Water Fees	10120001-532012	$2,992.00	$2,604.99	$2,816.00	$3,080.00	$0.00
Motor Vehicles Maintenance	10120001-534010	$25,000.00	$15,800.93	$12,936.05	$25,000.00	$25,000.00
Commun Equip. Maintenance	10120001-534012	$4,730.00	$252.84	$831.38	$4,730.00	$3,440.00
Office Equipment Maintenance	10120001-534014	$7,688.00	$4,551.96	$5,143.64	$7,396.00	$6,536.00
Computer/Software Maintenance	10120001-534016	$86,052.00	$72,833.37	$68,405.86	$95,730.00	$107,020.00
Maintenance Of Buildings	10120001-534020	$20,680.00	$17,423.20	$18,780.31	$20,680.00	$23,320.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Advertising	10120001-538012	$260.00	$107.50	$125.00	$260.00	$200.00
Postage	10120001-538020	$1,300.00	$10.89	$189.68	$1,300.00	$1,050.00
Printing Expenses	10120001-538022	$1,848.00	$491.74	$6,101.74	$1,848.00	$1,848.00
Rents	10120001-538028	$156.00	$155.88	$155.88	$165.00	$156.00
Licenses And Dues	10120001-538030	$2,300.00	$1,805.00	$2,634.42	$2,900.00	$2,900.00
Total Services:		**$307,917.00**	**$263,854.20**	**$227,383.44**	**$336,484.00**	**$268,053.00**
Capital Outlay						
Non-Major Technology Reserve	10120001-530044	$58,510.00	$58,510.00	$70,555.00	$70,555.00	$80,855.00
Computer Equipment	10120001-550002	$18,900.00	$21,163.34	$0.00	$4,200.00	$0.00
Motor Vehicles	10120001-550012	$115,000.00	$81,550.61	$203,607.03	$115,000.00	$135,000.00
Janitorial Equipment	10120001-550016	$400.00	$400.00	$0.00	$400.00	$400.00
Safety Related Equipment	10120001-550024	$19,450.00	$4,600.68	$12,500.00	$26,250.00	$34,200.00
Furniture And Furnishings	10120001-550026	$1,000.00	$2,617.77	$3,963.89	$8,000.00	$17,000.00
Photographic Equipment	10120001-550028	$1,200.00	$664.43	$2,100.00	$2,100.00	$0.00
Total Capital Outlay:		**$214,460.00**	**$169,506.83**	**$292,725.92**	**$226,505.00**	**$267,455.00**
Commodities						
Office Materials & Supplies	10120001-540012	$2,552.00	$2,499.60	$2,362.90	$2,552.00	$2,552.00
Janitorial Materials & Supp	10120001-540014	$5,808.00	$4,390.29	$3,382.62	$5,984.00	$6,160.00
Elect Materials & Supplies	10120001-540018	$1,320.00	$294.86	$469.95	$1,320.00	$1,320.00
Books And Publications	10120001-540020	$3,200.00	$1,879.83	$2,213.41	$2,500.00	$2,500.00
Chemicals And Gases	10120001-540024	$4,500.00	$3,568.30	$475.64	$4,500.00	$4,600.00
Bldg & Const Materials & Supp	10120001-540026	$1,478.00	$1,079.42	$1,015.57	$1,478.00	$12,038.00
Motor Vehicle Materials & Supp	10120001-540028	$34,750.00	$29,797.73	$14,398.80	$34,750.00	$34,750.00
Medical & Lab Materials & Supp	10120001-540030	$1,600.00	$1,234.40	$1,199.52	$1,400.00	$1,400.00
General Hardware & Tools	10120001-540032	$440.00	$262.24	$206.39	$440.00	$440.00
Fuels And Lubricants	10120001-540040	$136,000.00	$123,692.87	$64,038.90	$137,000.00	$134,000.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Photographic Materials & Supp	10120001-540052	$575.00	$168.64	$354.02	$575.00	$575.00
Safety Related Mat & Supp	10120001-540058	$34,500.00	$23,064.94	$21,506.35	$34,500.00	$35,535.00
Employee Retention Initiatives	10120001-540064	$2,000.00	$0.00	$0.00	$2,000.00	$2,000.00
Miscellaneous Expenses	10120001-580100	$23,375.00	$11,663.07	$10,581.08	$25,500.00	$23,955.00
Total Commodities:		**$252,098.00**	**$203,596.19**	**$122,205.15**	**$254,499.00**	**$261,825.00**
Total Expense Objects:		**$10,120,668.11**	**$9,402,517.43**	**$6,689,130.02**	**$10,395,252.54**	**$10,532,556.29**

Police Civilians

Matthew C. Moynihan
Chief of Police

Division Summary

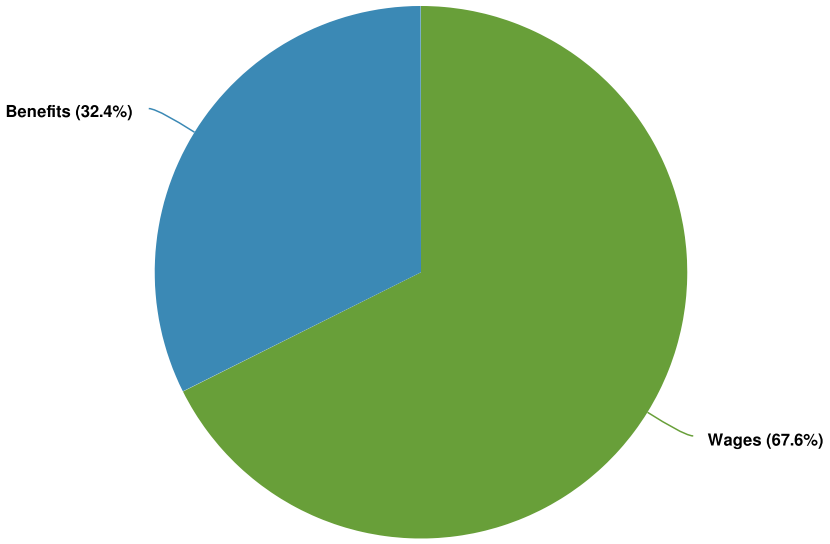
Division Number	Division Description
10120001	Police Department
10120002	Police Civilians
10120004	Emergency Management
10120050	Dispatchers
10120071	Animal Control - Road
10120073	Animal Control - Shelter
10120090	Harbor Patrol

Organizational Chart

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Wages	$458,836	$423,132	$337,727	$464,862	$480,157	$442,478
Benefits	$204,875	$182,940	$136,759	$219,177	$217,464	$211,832
Total:	**$663,711**	**$606,072**	**$474,486**	**$684,039**	**$697,621**	**$654,310**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10120002-511001	$389,340.81	$353,765.81	$245,046.85	$398,655.01	$376,700.67
Seasonal Salaries	10120002-511003	$38,620.00	$32,359.50	$16,524.00	$38,620.00	$38,620.00
Overtime	10120002-511004	$5,264.00	$4,262.79	$1,730.03	$5,000.00	$5,000.00
Retirement/Vacation Reimb.	10120002-511005	$0.00	$9,273.43	$45,651.77	$0.00	$750.00
Longevity	10120002-511006	$25,611.00	$23,470.20	$28,773.93	$22,587.10	$21,407.20
Total Wages:		**$458,835.81**	**$423,131.73**	**$337,726.58**	**$464,862.11**	**$442,477.87**
Benefits						
FICA	10120002-522250	$32,990.62	$30,527.39	$24,500.34	$34,506.33	$31,578.16
State Retirement Defined Bene	10120002-522300	$52,485.42	$47,459.52	$36,555.24	$54,911.44	$53,169.67
State Retirement Defined Cont.	10120002-522301	$3,687.32	$3,186.99	$2,392.67	$4,882.19	$4,301.54
Medical Insur-Active Employees	10120002-522818	$110,338.32	$96,540.09	$69,842.13	$118,705.72	$117,075.99
Dental Insur-Active Employees	10120002-522822	$4,659.12	$4,583.10	$3,009.99	$5,457.60	$5,094.77

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Life Insurance	10120002-522850	$714.00	$642.68	$459.00	$714.00	$612.00
Total Benefits:		**$204,874.80**	**$182,939.77**	**$136,759.37**	**$219,177.28**	**$211,832.13**
Total Expense Objects:		**$663,710.61**	**$606,071.50**	**$474,485.95**	**$684,039.39**	**$654,310.00**

Emergency Management

Matthew C. Moynihan
Chief of Police

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10120071	Animal Control - Road
10120073	Animal Control - Shelter
10120090	Harbor Patrol

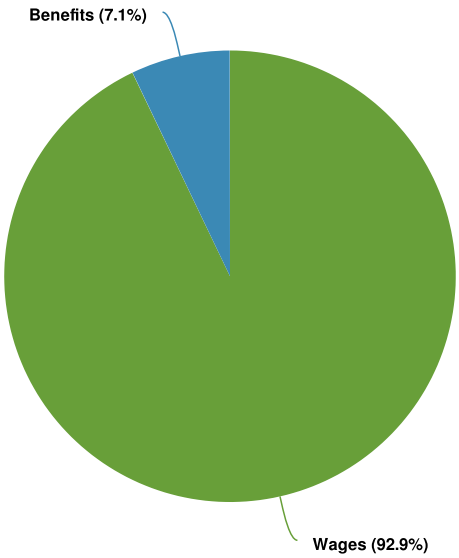
Organizational Chart

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
General Fund						
Wages	$12,000	$12,000	$7,846	$12,000	$12,000	$12,000
Benefits	$918	$918	$600	$918	$915	$918
Total General Fund:	**$12,918**	**$12,918**	**$8,446**	**$12,918**	**$12,915**	**$12,918**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10120004-511001	$12,000.00	$12,000.04	$7,846.18	$12,000.00	$12,000.00
Total Wages:		**$12,000.00**	**$12,000.04**	**$7,846.18**	**$12,000.00**	**$12,000.00**
Benefits						
FICA	10120004-522250	$918.00	$918.06	$600.24	$918.00	$918.00
Total Benefits:		**$918.00**	**$918.06**	**$600.24**	**$918.00**	**$918.00**
Total Expense Objects:		**$12,918.00**	**$12,918.10**	**$8,446.42**	**$12,918.00**	**$12,918.00**

Dispatchers

Matthew C. Moynihan
Chief of Police

Division Summary

Division Number	Division Description
10120001	Police Department
10120002	Police Civilians
10120004	Emergency Management
10120050	Dispatchers
10120071	Animal Control - Road
10120073	Animal Control - Shelter
10120090	Harbor Patrol

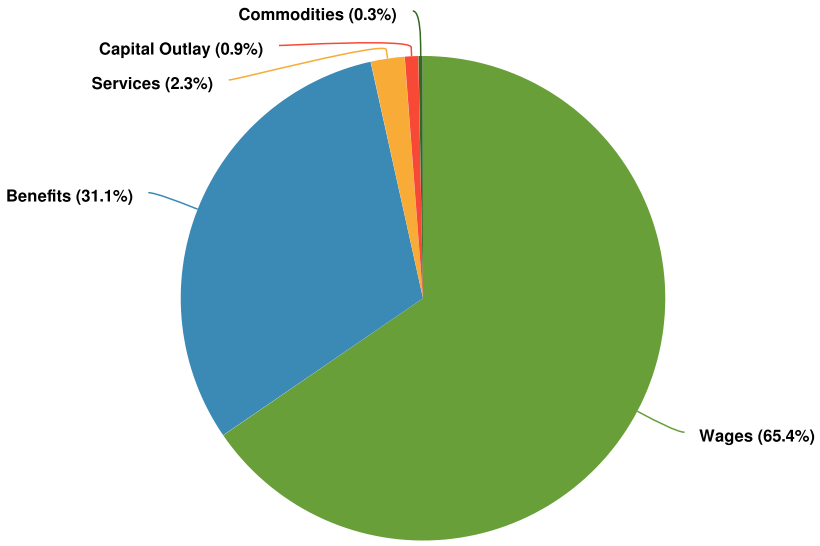
Organizational Chart

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
General Fund						
Wages	$593,218	$610,343	$446,686	$609,410	$698,328	$674,207
Benefits	$218,587	$214,465	$136,571	$236,109	$226,809	$304,815
Services	$32,175	$26,680	$24,857	$35,832	$37,016	$23,372
Capital Outlay	$4,148	$4,148	$5,170	$5,170	$5,170	$9,280
Commodities	$1,582	$1,165	$1,014	$1,606	$1,606	$3,070
Total General Fund:	**$849,710**	**$856,801**	**$614,297**	**$888,128**	**$968,929**	**$1,014,744**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10120050-511001	$435,884	$438,118	$256,914	$446,349	$498,496
Part-Time Salaries	10120050-511002	$21,065	$17,594	$1,592	$21,700	$23,695
Overtime	10120050-511004	$125,000	$139,021	$173,558	$130,000	$130,001
Retirement/Vacation Reimb.	10120050-511005	$0	$4,341	$2,828	$0	$0
Longevity	10120050-511006	$11,269	$11,269	$11,794	$11,361	$22,015
Total Wages:		**$593,218**	**$610,343**	**$446,686**	**$609,410**	**$674,207**
Benefits						
FICA	10120050-522250	$44,328	$45,870	$33,345	$45,878	$48,703
Municipal Employees Retirement	10120050-522300	$58,190	$57,905	$35,872	$59,526	$70,987
State Retirement Defined Cont.	10120050-522301	$5,205	$5,104	$3,097	$5,121	$5,638
Medical Insur-Active Employees	10120050-522818	$71,104	$69,919	$50,381	$78,830	$93,730
Medical Insur-Retirees	10120050-522820	$24,927	$24,833	$6,144	$24,927	$9,500

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Dental Insur-Active Employees	10120050-522822	$3,357	$2,992	$1,912	$3,253	$3,457
Insurance Buyback	10120050-522840	$4,000	$4,846	$2,026	$4,000	$8,250
Life Insurance	10120050-522850	$551	$490	$294	$551	$551
Travel Expenses	10120050-538014	$25	$0	$0	$25	$0
Educational Expenses	10120050-538016	$2,900	-$10	$610	$10,000	$60,000
Uniforms And Other Clothing	10120050-540038	$4,000	$2,517	$2,890	$4,000	$4,000
Total Benefits:		**$218,587**	**$214,465**	**$136,571**	**$236,109**	**$304,815**
Services						
Cleaning Services	10120050-530012	$250	$0	$200	$200	$200
Refuse Disposal	10120050-530014	$467	$485	$343	$515	$567
Copy Machine Services	10120050-530064	$552	$472	$377	$552	$552
Internet Access	10120050-530066	$798	$574	$508	$798	$798
Employee Training	10120050-530801	$0	$0	$0	$2,000	$0
Telephone	10120050-532000	$2,355	$1,472	$1,852	$2,403	$1,973
Electricity	10120050-532004	$8,520	$8,609	$6,506	$8,779	$0
Natural Gas	10120050-532008	$2,016	$1,783	$1,317	$2,400	$0
Wastewater Fees	10120050-532010	$144	$147	$133	$156	$0
Water Fees	10120050-532012	$408	$355	$384	$420	$0
Commun Equip. Maintenance	10120050-534012	$770	$41	$135	$770	$560
Office Equipment Maintenance	10120050-534014	$1,252	$680	$727	$1,204	$1,064
Computer/Software Maintenance	10120050-534016	$11,571	$9,633	$8,982	$12,563	$14,226
Maintenance Of Buildings	10120050-534020	$2,820	$2,376	$2,561	$2,820	$3,180
Printing Expenses	10120050-538022	$252	$52	$832	$252	$252
Total Services:		**$32,175**	**$26,680**	**$24,857**	**$35,832**	**$23,372**
Capital Outlay						
Non-Major Technology Reserve	10120050-530044	$4,148	$4,148	$5,170	$5,170	$5,280

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Furniture And Furnishings	10120050-550026	$0	$0	$0	$0	$4,000
Total Capital Outlay:		**$4,148**	**$4,148**	**$5,170**	**$5,170**	**$9,280**
Commodities						
Office Materials & Supplies	10120050-540012	$348	$341	$322	$348	$348
Janitorial Materials & Supp	10120050-540014	$792	$601	$462	$816	$840
Elect Materials & Supplies	10120050-540018	$180	$40	$64	$180	$180
Bldg & Const Materials & Supp	10120050-540026	$202	$147	$138	$202	$1,642
General Hardware & Tools	10120050-540032	$60	$36	$28	$60	$60
Total Commodities:		**$1,582**	**$1,165**	**$1,014**	**$1,606**	**$3,070**
Total Expense Objects:		**$849,710**	**$856,801**	**$614,297**	**$888,128**	**$1,014,744**

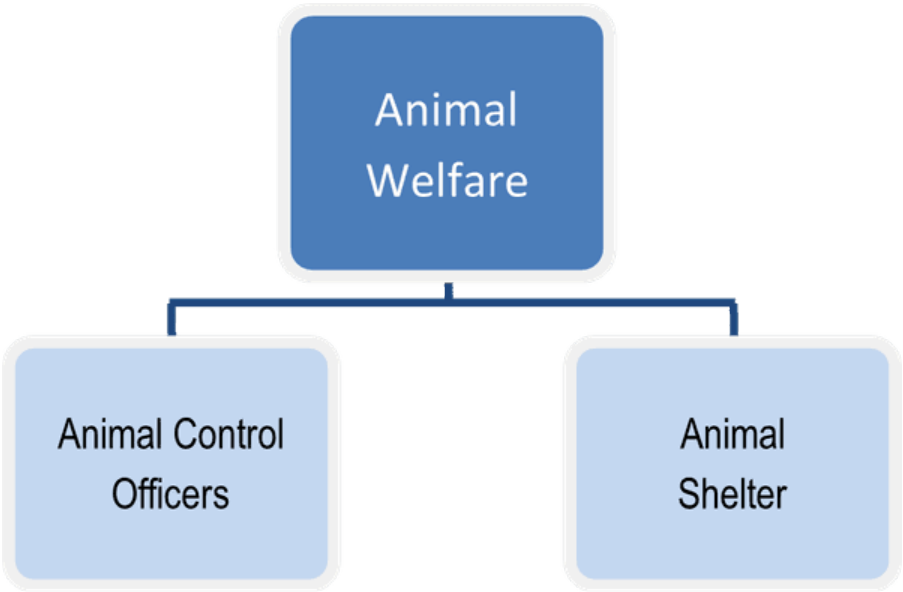
Animal Control - Road

Matthew C. Moynihan
Chief of Police

Division Summary

Division Number	Division Description
10120001	Police Department
10120002	Police Civilians
10120004	Emergency Management
10120050	Dispatchers
10120071	Animal Control - Road
10120073	Animal Control - Shelter
10120090	Harbor Patrol

Organizational Chart



MIssion Statement & Primary Functions

Mission Statement

The mission of the Animal Welfare Division, under the direction of the Police Department, is to enforce all animal related Town Ordinances and State laws, investigate animal-related concerns and complaints, accept neglected, abandoned, or stray animals from the Towns of South Kingstown and Narragansett, provide for the care of animals housed at the Shelter, create awareness with the public regarding animals at the Shelter, find forever homes for animals, return lost animals to their owners, and provide education and awareness to the general public in regard to responsible ownership, and the proper treatment and care of animals. The Animal Welfare Division consists of the Animal Shelter and the Animal Control programs.

Functions

Animal Control

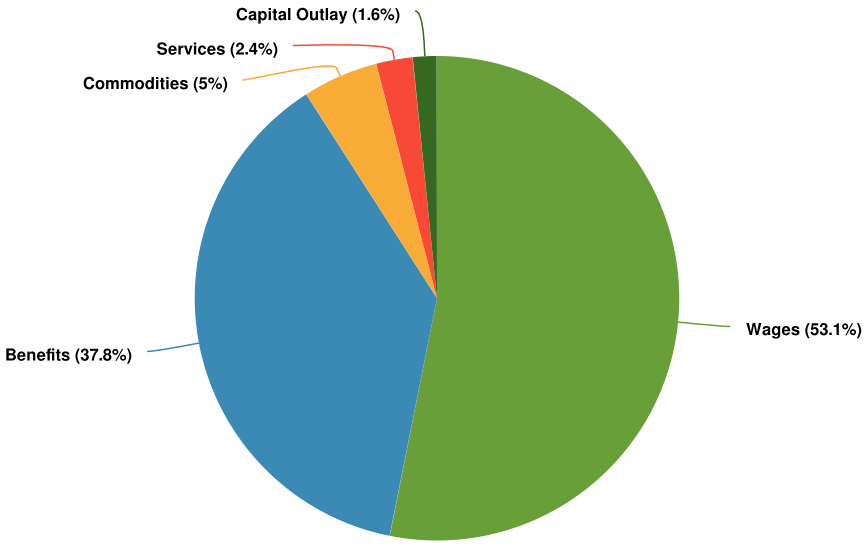
- Enforce animal related Town Ordinances and State Laws;
- Investigate all animal-related complaints within the Town;
- Issuance of citations for violations of Town Ordinances;
- Transport all animals to the Shelter who are found roaming at large within the Town;
- Disposal of animals that are destroyed or injured on the Town's roadways;
- Educate the public on dog bite prevention, rabies, spaying/neutering, dog fighting/animal cruelty, and responsible ownership.

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
General Fund						
Wages	$69,962	$52,819	$33,618	$53,253	$53,875	$61,808
Benefits	$40,264	$35,144	$16,390	$41,596	$27,976	$36,833
Services	$2,560	$3,702	$2,023	$2,635	$2,875	$2,825
Capital Outlay	$1,683	$1,683	$1,819	$1,819	$1,819	$1,860
Commodities	$7,370	$2,594	$1,317	$6,410	$5,405	$5,855
Total General Fund:	**$121,839**	**$95,942**	**$55,167**	**$105,713**	**$91,950**	**$109,181**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10120071-511001	$49,886.98	$49,887.03	$32,948.94	$51,597.90	$59,363.20
Part-Time Salaries	10120071-511002	$19,075.00	$2,435.48	$0.00	$0.00	$0.00
Overtime	10120071-511004	$1,000.00	$117.93	$145.37	$1,000.00	$1,000.00
Retirement/Vacation Reimb.	10120071-511005	$0.00	$378.50	$0.00	$0.00	$0.00
Longevity	10120071-511006	$0.00	$0.00	$524.16	$655.20	$1,445.08
Total Wages:		**$69,961.98**	**$52,818.94**	**$33,618.47**	**$53,253.10**	**$61,808.28**
Benefits						
FICA	10120071-522250	$4,992.16	$3,780.94	$2,452.00	$3,929.64	$4,335.04
Municipal Employees Retirement	10120071-522300	$6,275.88	$6,275.78	$4,468.71	$6,726.10	$8,004.44
State Retirement Defined Cont.	10120071-522301	$498.94	$498.83	$334.70	$526.30	$578.03
Medical Insur-Active Employees	10120071-522818	$18,846.00	$16,098.52	$8,765.84	$20,767.64	$21,410.79
Medical Insur-Retirees	10120071-522820	$7,137.00	$6,636.30	$0.00	$7,137.00	$0.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Dental Insur-Active Employees	10120071-522822	$852.36	$764.76	$326.31	$848.40	$843.22
Life Insurance	10120071-522850	$61.20	$50.42	$27.35	$61.20	$61.20
Educational Expenses	10120071-538016	$1,000.00	$754.00	$0.00	$1,000.00	$1,000.00
Uniforms And Other Clothing	10120071-540038	$600.00	$284.35	$15.00	$600.00	$600.00
Total Benefits:		**$40,263.54**	**$35,143.90**	**$16,389.91**	**$41,596.28**	**$36,832.72**
Services						
Cleaning Services	10120071-530012	$250.00	$0.00	$200.00	$200.00	$50.00
Employee Training	10120071-530801	$0.00	$0.00	$0.00	$125.00	$0.00
Telephone	10120071-532000	$810.00	$862.11	$881.00	$810.00	$1,175.00
Motor Vehicles Maintenance	10120071-534010	$1,000.00	$2,289.83	$713.08	$1,000.00	$1,100.00
Printing Expenses	10120071-538022	$450.00	$550.00	$207.00	$450.00	$450.00
Licenses And Dues	10120071-538030	$50.00	$0.00	$21.42	$50.00	$50.00
Total Services:		**$2,560.00**	**$3,701.94**	**$2,022.50**	**$2,635.00**	**$2,825.00**
Capital Outlay						
Non-Major Technology Reserve	10120071-530044	$1,683.00	$1,683.00	$1,819.00	$1,819.00	$1,860.00
Total Capital Outlay:		**$1,683.00**	**$1,683.00**	**$1,819.00**	**$1,819.00**	**$1,860.00**
Commodities						
Motor Vehicle Materials & Supp	10120071-540028	$1,180.00	$56.65	$327.15	$1,180.00	$1,400.00
General Hardware & Tools	10120071-540032	$55.00	$0.00	$0.00	$55.00	$55.00
Fuels And Lubricants	10120071-540040	$4,785.00	$2,396.16	$814.74	$3,825.00	$3,050.00
Safety Related Mat & Supp	10120071-540058	$350.00	$108.35	$175.10	$350.00	$350.00
Miscellaneous Expenses	10120071-580100	$1,000.00	$32.98	$0.00	$1,000.00	$1,000.00
Total Commodities:		**$7,370.00**	**$2,594.14**	**$1,316.99**	**$6,410.00**	**$5,855.00**
Total Expense Objects:		**$121,838.52**	**$95,941.92**	**$55,166.87**	**$105,713.38**	**$109,181.00**

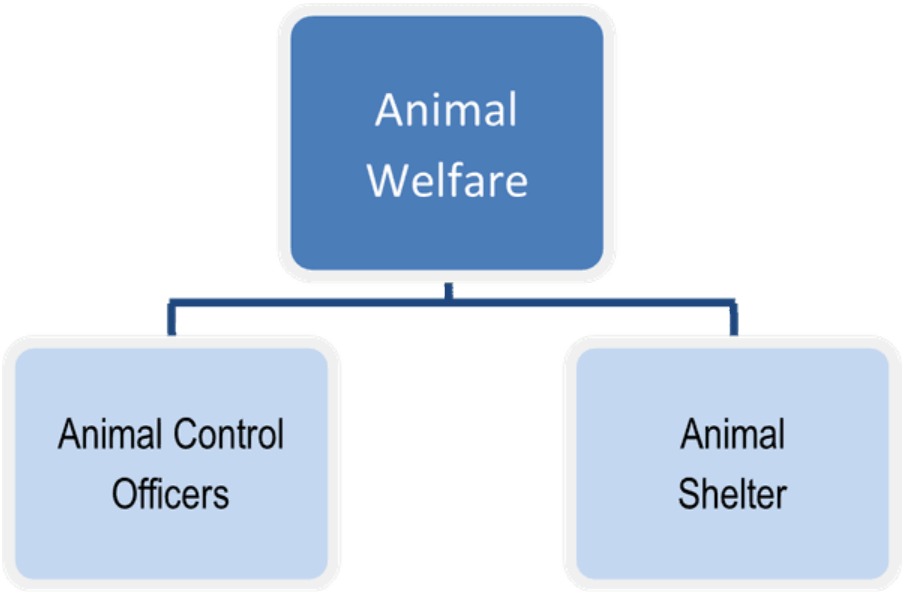
Animal Control - Shelter

Matthew C. Moynihan
Chief of Police

Division Summary

Division Number	Division Description
10120001	Police Department
10120002	Police Civilians
10120004	Emergency Management
10120050	Dispatchers
10120071	Animal Control - Road
10120073	Animal Control - Shelter
10120090	Harbor Patrol

Organizational Chart



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Functions

Animal Shelter

- Accept neglected, abandoned, and/or stray dogs, cats, and other domestic animals from South Kingstown and Narragansett, as the Shelter is regional shelter serving both communities;
- Promote the return of animals brought to the Shelter to their owners;
- Promote the adoption of animals under the Town's care, and conduct adoption applicant screening;
- Provide humane education to the public in regard to the proper treatment and care of animals In coordination with veterinarians, provide for basic needs and required, as well as preventative, medical care with a commitment to improve the quality of life for all animals in the Shelter's care;
- Maintain a policy of euthanizing animals only for extreme behavioral problems or incurable medical conditions;
- Serve as Regional Emergency Animal Shelter for sheltering pets in the event of a declared State of Emergency.

FY 2024 - 2025 Priorities

Priorities	Town Council Goals & Objs
Continue to serve the stray animal population, for the Town of South Kingstown and the Town of Narragansett, through a shared services agreement with Narragansett	FI / TBF
Continue to create and update facility procedures to ensure the Animal Shelter meets necessary standards, state law, and local ordinances, and to improve operational efficiency, effectiveness, and safety	FI
Find forever homes for animals surrendered to the Town and stray animals, and return lost animals surrendered to the Town to their owners	FI / CEPP
Continue to create awareness of the Town's low cost spay/neuter assistance program for the eligible residents	FI / CEPP
As the Shelter is unable to accept animals from outside South Kingstown and Narragansett, assist residents of other communities identify local shelters and/or resources available to them	FI / CEPP
Maintain operational readiness as a Regional Emergency Animal Shelter in the event of a declared State of Emergency	FI / PPS

FY 2025 - 2026 Priorities

Proposed Priorities	Town Council Goals & Objs
Continue to create and update procedures to ensure the Animal Welfare programs meet necessary standards, state law, and local ordinances, and to improve operational efficiency, effectiveness, and safety	FI
Provide for the care of animals housed at the facility, and coordinate with local veterinary providers for necessary treatment	FI
Create awareness with the public regarding animals at the facility available for adoption; find forever homes for animals surrendered to the Town and stray animals, and return lost animals surrendered to the Town to their owners	FI / CEPP
Continue educating the public regarding the humane treatment of animals, the importance of pro-active care, the benefits of spaying/neutering, and rabies awareness	FI / CEPP
Continue to create awareness of the Town's low cost spay/neuter assistance program for the eligible residents	FI / CEPP
Continue the shared services agreement with the Town of Narragansett	TBF
Continue serving and maintaining readiness as Regional Emergency Animal Shelter in the event of a declared State of Emergency	FI / PPS
Provide employee training and professional development regarding animal care and safety	ET
Pro-actively maintain facility infrastructure and equipment to ensure maximum useful life	FI / TBF

Performance Measurements

Description	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Projected	FY2025-26 Anticipated	TC Goals & Objs
Animal Complaints Received	835	829	830	830	FI / PPS
Summons Issued	4	4	5	5	FI
Shelter Impoundments - Canine	116	123	120	120	FI
Shelter Impoundments - Feline	87	91	90	90	FI
Shelter Impoundments - Other	6	11	10	10	FI
Shelter Impoundments - DOA	12	16	15	15	FI
Total Impoundments	226	225	225	225	FI
South Kingstown Impoundments	189	173	175	175	FI
Narragansett Impoundments	37	52	50	50	FI
Animals Returned to Owner	109	116	115	115	FI / CEPP
Animals Euthanized or Died	9	19	15	15	FI
Animals Adopted to New Owners	95	76	80	80	FI / CEPP
Animals Quarantined at Shelter	5	20	20	20	FI / PPS

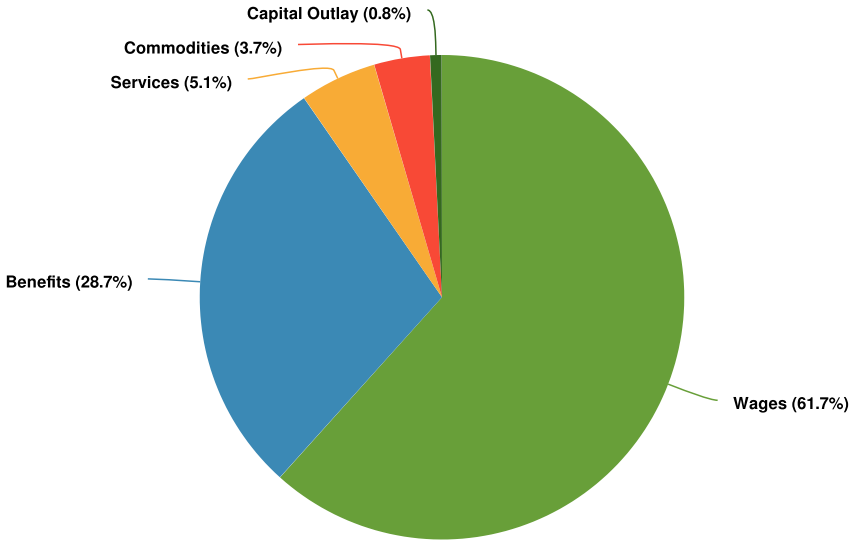
Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
General Fund						
Wages	$148,042	$131,902	$87,684	$150,628	$140,450	$160,026
Benefits	$65,747	$64,929	$41,957	$71,596	$28,822	$74,417
Services	$35,875	$28,831	$28,025	$36,710	$37,200	$13,315
Capital Outlay	$1,717	$1,717	$1,938	$1,938	$1,938	$2,050

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Commodities	$10,225	$5,361	$6,088	$10,150	$9,650	$9,650
Total General Fund:	**$261,606**	**$232,739**	**$165,692**	**$271,022**	**$218,060**	**$259,458**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10120073-511001	$103,155.34	$103,478.33	$63,484.86	$105,623.10	$112,944.00
Part-Time Salaries	10120073-511002	$36,490.00	$14,164.57	$10,952.03	$36,490.00	$36,490.00
Overtime	10120073-511004	$2,500.00	$8,361.97	$7,088.07	$2,500.00	$2,500.00
Longevity	10120073-511006	$5,896.80	$5,896.80	$6,158.88	$6,014.74	$8,092.34
Total Wages:		**$148,042.14**	**$131,901.67**	**$87,683.84**	**$150,627.84**	**$160,026.34**
Benefits						
FICA	10120073-522250	$10,604.74	$9,406.11	$6,267.64	$11,311.57	$11,457.50
Municipal Employees Retirement	10120073-522300	$13,840.32	$13,759.53	$9,297.38	$14,552.67	$15,930.50
State Retirement Defined Cont.	10120073-522301	$482.82	$482.90	$278.89	$1,077.35	$1,098.24

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Medical Insur-Active Employees	10120073-522818	$37,692.00	$38,318.65	$24,728.33	$41,535.28	$42,821.58
Dental Insur-Active Employees	10120073-522822	$1,704.72	$1,648.54	$899.99	$1,696.80	$1,686.44
Life Insurance	10120073-522850	$122.40	$122.40	$85.00	$122.40	$122.40
Uniforms And Other Clothing	10120073-540038	$1,300.00	$1,190.48	$400.00	$1,300.00	$1,300.00
Total Benefits:		**$65,747.00**	**$64,928.61**	**$41,957.23**	**$71,596.07**	**$74,416.66**
Services						
Refuse Disposal	10120073-530014	$900.00	$1,027.91	$584.48	$900.00	$965.00
Professional Services	10120073-530111	$6,000.00	$4,251.21	$5,750.00	$6,000.00	$6,000.00
Employee Training	10120073-530801	$0.00	$0.00	$0.00	$250.00	$0.00
Fuel - Oil	10120073-532002	$10,000.00	$6,722.58	$9,000.00	$10,360.00	$0.00
Electricity	10120073-532004	$10,500.00	$12,126.43	$8,721.78	$10,750.00	$0.00
Water Fees	10120073-532012	$1,700.00	$1,623.30	$1,650.00	$1,700.00	$0.00
Computer/Software Maintenance	10120073-534016	$400.00	$0.00	$0.00	$400.00	$0.00
Maintenance Of Buildings	10120073-534020	$6,000.00	$2,853.45	$2,168.97	$6,000.00	$6,000.00
Advertising	10120073-538012	$25.00	$0.00	$25.00	$25.00	$25.00
Postage	10120073-538020	$200.00	$200.00	$0.00	$200.00	$200.00
Printing Expenses	10120073-538022	$150.00	$26.21	$125.00	$125.00	$125.00
Total Services:		**$35,875.00**	**$28,831.09**	**$28,025.23**	**$36,710.00**	**$13,315.00**
Capital Outlay						
Non-Major Technology Reserve	10120073-530044	$1,717.00	$1,717.00	$1,938.00	$1,938.00	$2,050.00
Total Capital Outlay:		**$1,717.00**	**$1,717.00**	**$1,938.00**	**$1,938.00**	**$2,050.00**
Commodities						
Office Materials & Supplies	10120073-540012	$425.00	$146.70	$290.50	$450.00	$450.00
Janitorial Materials & Supp	10120073-540014	$2,300.00	$1,535.87	$2,186.34	$2,300.00	$2,300.00
Elect Materials & Supplies	10120073-540018	$50.00	$0.00	$0.00	$50.00	$50.00
Books And Publications	10120073-540020	$50.00	$0.00	$0.00	$50.00	$50.00
Agri Materials & Supplies	10120073-540022	$2,000.00	$2,398.98	$1,817.89	$2,000.00	$2,000.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Bldg & Const Materials & Supp	10120073-540026	$2,600.00	$67.29	$624.50	$2,500.00	$2,000.00
General Hardware & Tools	10120073-540032	$200.00	$0.00	$20.00	$200.00	$200.00
Pet Food	10120073-540048	$2,000.00	$1,172.50	$1,025.00	$2,000.00	$2,000.00
HVAC Materials & Supplies	10120073-540050	$400.00	$0.00	$0.00	$400.00	$400.00
Safety Related Mat & Supp	10120073-540058	$200.00	$39.55	$123.87	$200.00	$200.00
Total Commodities:		**$10,225.00**	**$5,360.89**	**$6,088.10**	**$10,150.00**	**$9,650.00**
Total Expense Objects:		**$261,606.14**	**$232,739.26**	**$165,692.40**	**$271,021.91**	**$259,458.00**

Harbor Patrol

Michael Stach
NRO / Harbor Master

Division Summary

Division Number	Division Description
10120001	Police Department
10120002	Police Civilians
10120004	Emergency Management
10120050	Dispatchers
10120071	Animal Control - Road
10120073	Animal Control - Shelter
10120090	Harbor Patrol

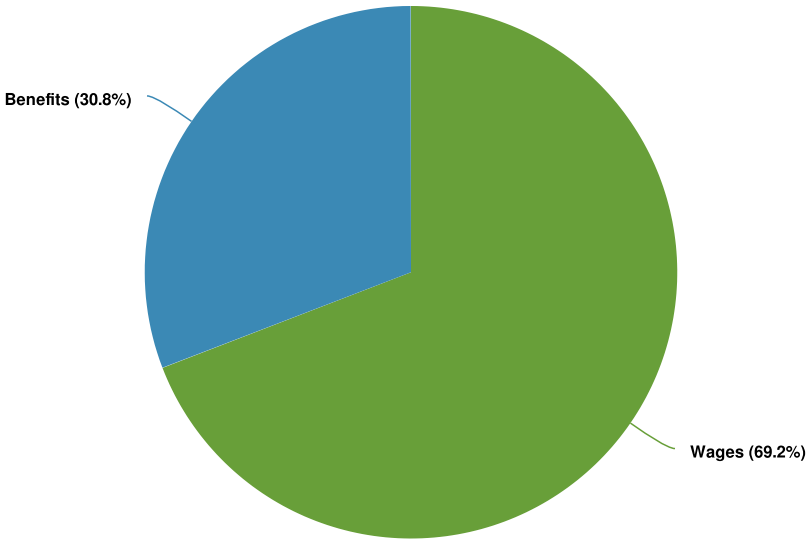
Organizational Chart

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
General Fund						
Wages	$25,154	$27,319	$18,600	$28,473	$28,428	$29,242
Benefits	$11,164	$11,636	$7,886	$12,470	$12,618	$13,034
Total General Fund:	**$36,318**	**$38,956**	**$26,485**	**$40,943**	**$41,046**	**$42,276**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10120090-511001	$25,154.30	$27,120.55	$18,360.88	$28,189.25	$28,923.69
Longevity	10120090-511006	$0.00	$198.90	$238.68	$284.03	$318.24
Total Wages:		**$25,154.30**	**$27,319.45**	**$18,599.56**	**$28,473.28**	**$29,241.93**
Benefits						
FICA	10120090-522250	$1,816.15	$1,981.48	$1,352.15	$2,105.59	$2,087.44
State Retirement Defined Bene	10120090-522300	$3,164.38	$3,436.86	$2,483.09	$3,711.66	$3,950.58
State Retirement Defined Cont.	10120090-522301	$251.55	$273.22	$185.98	$287.53	$289.24
Medical Insur-Active Employees	10120090-522818	$5,653.80	$5,667.00	$3,698.85	$6,080.29	$6,423.24
Dental Insur-Active Employees	10120090-522822	$247.10	$247.26	$145.39	$254.52	$252.97
Life Insurance	10120090-522850	$30.60	$30.60	$20.40	$30.60	$30.60
Total Benefits:		**$11,163.58**	**$11,636.42**	**$7,885.86**	**$12,470.19**	**$13,034.06**
Total Expense Objects:		**$36,317.88**	**$38,955.87**	**$26,485.42**	**$40,943.47**	**$42,275.99**

Communications Department

Lance Whaley
Communications Superintendent

Department Headcount (FTE)

Communications Department	2022-23 Adopted	2023-24 Adopted	2024-25 Adopted	2025-26 Proposed	Incr./(Decr.) Prior Year
Total Personnel	2.45	2.45	2.45	2.45	0.00

Organizational Chart

Mission Statement & Primary Functions

Mission Statement

The mission of the Fire Alarm & Communications Department is enforcement of the Rhode Island Fire Safety Code, as it pertains to the installation and maintenance of commercial fire alarm systems for all new and existing buildings in South Kingstown; responding to commercial fire alarm activations to locate the alarm origin, reset the system, and ensure all fire alarm systems are in normal operating condition; and promoting interoperability and efficient communication and response as it relates to Public Safety.

Functions

Communications

The Department works in collaboration with the Police Department, SKEMS, the School Department, and many other municipal departments, as well as the Union Fire District and the Kingston Fire District on public safety projects and initiatives such as:

- Radio communications to promote interoperability and efficient communication
- Provide training on alarm investigations and fire alarm system resets
- Public Safety Dispatch run cards to ensure efficient response routes for Fire amid EMS.

Municipal Cable Plant

The Department is responsible for the engineering, installation, and maintenance, consisting of over 100 miles of aerial and underground cables, which supports the following:

- Municipally connected Fire Alarm systems consisting of 10 box circuits and 9 alarm circuits connecting over 200 call boxes; Over 3 miles of old cable have been removed in the south end.
- Conversion of existing master boxes to radio box system; As of now 180 Master boxes have been converted to radio boxes, including 9 new installations
- Finalizing a Town wide radio system
- Municipal Burglar Alarm monitoring

The Department is currently leading a town wide project to migrate from the current hard wire system to a wireless radio box system. The Covid-19 pandemic is still having an impact on the local businesses finding companies to install radio boxes. Most installers either don't have the help or are backlogged.

RI Fire Safety Code

The Department is responsible for the following:

- Enforcement of the RI Fire Safety Code pertaining to the installation and maintenance of fire alarm systems in all new and existing: Commercial buildings; Apartment buildings with four or more units; and Single family homes with a combination fire and security system
- Respond 24/7 to commercial fire alarm activations, to assist the Union and Kingston Fire Districts in locating the origin of the alarm, resetting the system, and ensuring all fire alarm systems are in normal operating condition
- Maintain updated contact information for commercial building call out or key holders
- Maintain a professional and collaborative relationship with local businesses, and assist business owners with internal fire alarm system support and testing

FY 2024 - 2025 Priorities

Proposed Priorities	Town Council Goals & Objs
Continue the Radio Box Migration Project; work with local businesses on converting to radio boxes	FI / PPS
Continue the removal of on-street master boxes	FI / PPS
Continue the removal of old cable off poles	FI / PPS
Begin audit for the purpose of updating municipal buildings security alarm and fire alarm panels	FI / PPS
Continue to develop a decommissioning plan for the cable plant	FI / PPS
Continue to conduct training with UFD & KFD related to investigating fire alarm activations	FI / PPS / ET
Continue the enhanced inspection program to limit nuisance fire alarm activations for businesses	FI / PPS / ES
Continue to scan department historical documents and plans into digital files for paperless recordkeeping purposes	FI / PPS
Update fire pre-plan documentation to ensure current lock box and building information	FI / PPS
Update business building documentation to ensure current contact information on file for call out purposes	FI / PPS / ES
In collaboration with SKEMS, sub master lock boxes for EMS key entry in residential apartment buildings	FI / PPS
Relocate cable plant circuits to reduce storm damage and replacement cable cost	FI / PPS
Train UFD Battalion Chiefs on fire alarm reset procedures	FI / PPS / ET
Begin decommissioning of the municipal cable plant, due to the Radio Box migration program	FI / PPS
Continue to conduct training with UFD & KFD related to investigating fire alarm activations	FI / PPS / ET
In collaboration with Public Safety, the Building Official's Office, and UFD, add solar arrays to IMC Run Cards	FI / PPS / SNR
Update digitize and IMC information for Dispatchers	FI / PPS
Coordinate with the Safety Committee to hold fire drills within municipal buildings	FI / PPS / ET

FY 2025 - 2026 Priorities

Proposed Priorities	Town Council Goals & Objs
Continue the Radio Box Migration Project; work with local businesses on converting to radio boxes. Also, work with URI to convert campus over to radio boxes.	FI / PPS
Continue the removal of on-street master boxes	FI / PPS
Continue the removal of old cables off poles	FI / PPS
Begin audit for the purpose of updating municipal buildings security alarms and fire alarm panels	FI / PPS
Continue to develop a decommissioning plan for the cable plant	FI / PPS
Continue to conduct training with UFD & KFD related to investigating fire alarm activations	FI / PPS / ET
Continue the enhanced inspection program to limit nuisance fire alarm activations for businesses	FI / PPS / ES
Continue to scan department historical documents and plans into digital files for paperless recordkeeping purposes	FI / PPS
In collaboration with SKEMS, sub master lock boxes for EMS key entry in residential apartment buildings.	FI / PPS
Relocate cable plant circuits to reduce storm damage and replacement cable cost	FI / PPS
Train UFD Battalion Chiefs on fire alarm reset procedures	FI / PPS
Continue decommissioning of the municipal cable plant, due to the Radio Box migration program	FI / PPS
Continue to conduct training with UFD & KFD related to investigating fire alarm activations	FI / PPS / ET
In collaboration with Public Safety, the Building Official's Office, and UFD, add solar arrays to IMC Run Cards.	FI / PPS / SNR
Update digitize and IMC information for Dispatchers	FI / PPS
Coordinate with the Safety Committee to hold fire drills within municipal buildings	FI / PPS / ET
Finalize build out of the new 400 MHz Town wide radio system	FI / PPS
Update fire pre-plan documentation to ensure current lock box and building information	FI / PPS
Update business building documentation to ensure current contact information on file for call out purposes	FI / PPS / ES

Performance Measurements

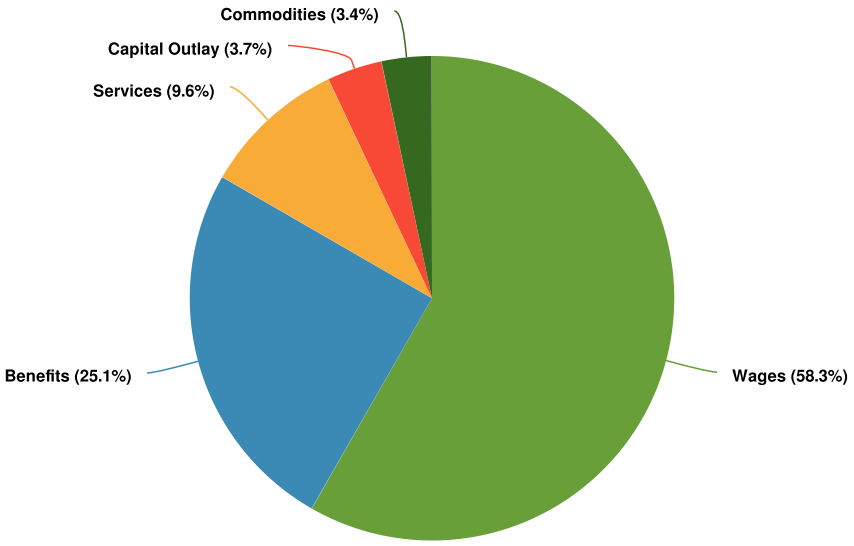
Description	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Projected	FY2025-26 Anticipated	Town Council Goals & Objs
Fire Alarm Radio Box Installations	37	11	20	25	FI / PPS
Radio Box conversations	23	9	20	25	FI / PPS
Projects submitted for plan review	25	23	20	20	FI / PPS
Residential Fire Alarm Systems Approved	59	4	10	10	FI / PPS
Commercial Fire Alarm Systems Approved	16	19	20	20	FI / PPS
Alarm Response/Reset by Department - During Shift	148	82	100	100	FI / PPS
Alarm Response/Reset by Department - Total Call Backs	48	46	30	30	FI / PPS
Town Buildings (response required at all)	23	18	20	20	FI / PPS
In Union Fire District (response required for non-routine or designated buildings)	6	29	10	10	FI / PPS
In Kingston Fire District (response required at all)	29	22	10	10	FI / PPS
Alarm Response/Reset by UFD	122	86	100	100	FI / PPS / TBF
Total after hours Alar, Response / Resets	44	27	40	40	FI / PPS

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
General Fund						
Wages	$203,060	$197,014	$138,524	$208,620	$209,853	$218,230
Benefits	$76,896	$78,869	$54,717	$84,988	$85,015	$94,893
Services	$24,195	$16,529	$9,513	$28,445	$29,470	$36,070
Capital Outlay	$5,165	$3,258	$6,366	$6,382	$6,382	$13,745
Commodities	$12,550	$6,856	$5,725	$12,550	$12,550	$12,550
Total General Fund:	**$321,866**	**$302,526**	**$214,845**	**$340,985**	**$343,270**	**$375,488**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10121001-511001	$153,078.06	$153,053.26	$102,150.88	$156,740.32	$162,385.08
Part-Time Salaries	10121001-511002	$27,152.89	$20,940.37	$15,082.62	$28,440.81	$28,454.40
Overtime	10121001-511004	$16,000.00	$14,744.04	$12,466.36	$16,000.00	$18,000.00
Retirement/Vacation Reimb.	10121001-511005	$0.00	$1,513.95	$0.00	$0.00	$0.00
Longevity	10121001-511006	$6,828.90	$6,762.60	$8,823.68	$7,438.86	$9,390.06
Total Wages:		**$203,059.85**	**$197,014.22**	**$138,523.54**	**$208,619.99**	**$218,229.54**
Benefits						
FICA	10121001-522250	$11,511.24	$14,350.19	$10,163.21	$15,468.25	$15,466.20
Municipal Employees Retirement	10121001-522300	$20,116.46	$20,107.88	$14,811.08	$21,401.75	$26,840.25
State Retirement Defined Cont.	10121001-522301	$2,251.34	$2,250.38	$1,558.38	$2,253.08	$2,551.01
Medical Insur-Active Employees	10121001-522818	$37,730.40	$37,857.15	$24,684.00	$40,525.08	$44,532.00
Dental Insur-Active Employees	10121001-522822	$1,782.60	$1,783.88	$1,048.81	$1,836.12	$1,898.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Life Insurance	10121001-522850	$204.00	$204.00	$136.00	$204.00	$306.00
Travel Expenses	10121001-538014	$100.00	$0.00	$0.00	$100.00	$100.00
Educational Expenses	10121001-538016	$700.00	$0.00	$0.00	$700.00	$700.00
Uniforms And Other Clothing	10121001-540038	$2,500.00	$2,315.36	$2,316.00	$2,500.00	$2,500.00
Total Benefits:		**$76,896.04**	**$78,868.84**	**$54,717.48**	**$84,988.28**	**$94,893.45**
Services						
Internet Access	10121001-530066	$500.00	$1,001.16	$659.84	$500.00	$500.00
Professional Services	10121001-530111	$12,000.00	$12,156.00	$4,583.50	$15,000.00	$25,000.00
Employee Training	10121001-530801	$0.00	$0.00	$0.00	$250.00	$250.00
Telephone	10121001-532000	$2,300.00	$2,176.24	$1,561.72	$2,300.00	$2,300.00
Electricity	10121001-532004	$2,400.00	$880.02	$523.85	$2,400.00	$0.00
Propane	10121001-532014	$0.00	$0.00	$0.00	$1,000.00	$0.00
Motor Vehicles Maintenance	10121001-534010	$2,000.00	$0.00	$1,934.80	$2,000.00	$3,000.00
Computer/Software Maintenance	10121001-534016	$3,500.00	$0.00	$0.00	$3,500.00	$3,500.00
Maintenance Of Buildings	10121001-534020	$500.00	$0.00	$0.00	$500.00	$500.00
Advertising	10121001-538012	$25.00	$20.00	$18.75	$25.00	$50.00
Printing Expenses	10121001-538022	$500.00	$0.00	$21.25	$500.00	$500.00
Licenses And Dues	10121001-538030	$470.00	$295.50	$209.50	$470.00	$470.00
Total Services:		**$24,195.00**	**$16,528.92**	**$9,513.21**	**$28,445.00**	**$36,070.00**
Capital Outlay						
Non-Major Technology Reserve	10121001-530044	$2,165.00	$2,165.00	$3,382.00	$3,382.00	$3,745.00
Communication Equipment	10121001-550008	$3,000.00	$1,092.52	$2,983.63	$3,000.00	$10,000.00
Total Capital Outlay:		**$5,165.00**	**$3,257.52**	**$6,365.63**	**$6,382.00**	**$13,745.00**
Commodities						
Office Materials & Supplies	10121001-540012	$300.00	$0.00	$297.97	$300.00	$300.00
Elect Materials & Supplies	10121001-540018	$4,000.00	$3,524.31	$1,364.19	$4,000.00	$4,000.00
Books And Publications	10121001-540020	$120.00	$114.99	$0.00	$120.00	$120.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Motor Vehicle Materials & Supp	10121001-540028	$1,750.00	$562.69	$2,062.96	$1,750.00	$1,750.00
General Hardware & Tools	10121001-540032	$250.00	$0.00	$0.00	$250.00	$250.00
Fuels And Lubricants	10121001-540040	$5,500.00	$2,654.10	$1,929.33	$5,500.00	$5,500.00
Safety Related Mat & Supp	10121001-540058	$250.00	$0.00	$0.00	$250.00	$250.00
Miscellaneous Expenses	10121001-580100	$380.00	$0.00	$70.50	$380.00	$380.00
Total Commodities:		**$12,550.00**	**$6,856.09**	**$5,724.95**	**$12,550.00**	**$12,550.00**
Total Expense Objects:		**$321,865.89**	**$302,525.59**	**$214,844.81**	**$340,985.27**	**$375,487.99**

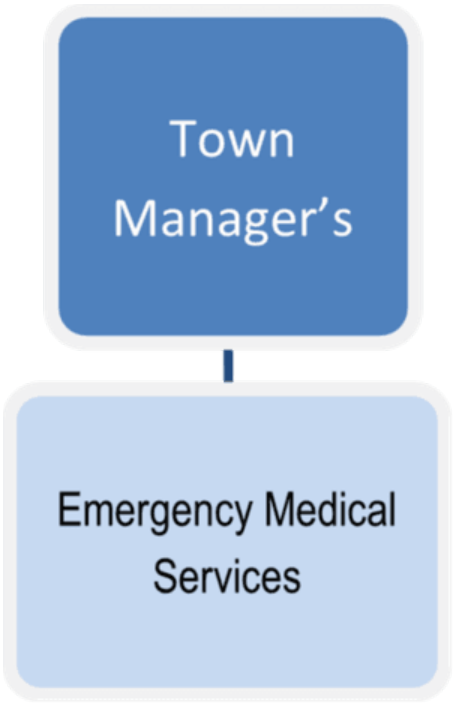
Emergency Medical Services

Craig Stanley
Chief of Emergency Medical Services

Department Headcount (FTE)

Emergency Medical Services	2022-23 Adopted	2023-24 Adopted	2024-25 Adopted	2025-26 Proposed	Incr./(Decr.) Prior Year
Total Personnel	25.57	21.50	23.50	25.50	2.00

Organizational Chart



Mission Statement & Primary Functions

Mission Statement

The South Kingstown Emergency Medical Services (SKEMS) Department's mission is to treat people well and be safe.

Functions

The SKEMS Department is charged with maintaining a state of readiness for emergency response, providing emergency medical treatment and transportation of the sick and/or injured, and to promote a Town-wide community-based emergency medical services system that reduces premature death and disability from acute illness and injury through prevention, education, and providing specific community services as outlined below.

The EMS Department, through the Chief of Emergency Medical Services, will coordinate with the Town's Police Department, Union Fire District (UFD), Kingston Fire District (KFD), University of RI EMS(URIEMS), South County Hospital, neighboring communities, Rhode Island Department of Health (RIDOH), Rhode Island Emergency Management Agency (RIEMA), and any other appropriate local, state, or federal entity as appropriate. The principal functions include but are not limited to the following.

Maintain State of Readiness for Emergency Response

- Develop plans, and practice with appropriate entities to ensure coordinated response efforts
- Ensure staff maintain current and required medical licensure and certifications
- Ensure staff are familiar with equipment and medications
- Ensure staff are familiar with appropriate policies and procedures
- Ensure that vehicles are operational and consistently outfitted or resupplied
- Ensure contingency plans, including making reserve vehicle preparations
- Ensure that equipment is functional, properly maintained, and meets/exceeds required standards
- Ensure adequate supplies, and reserve supplies, are available

Provide Emergency and Non-Emergency Medical Response

- Respond to calls for medical assistance, and calls where the possibility exists but is not currently known.
- Provide a Community Paramedic Program through a non-emergency community-based service with a focus on health promotion, impacting high risk clients living at home with medical conditions to include but limited to diabetes, COPD, CHF and other comorbidities, system navigation, and injury prevention.
- Respond to requests for public assistance such as lift assistance, well-being checks, and non-urgent transport to a hospital.
- Respond to structure fires, law enforcement incidents and other emergencies to provide medical assistance to victims, as well as to provide medical care and rehabilitation to first responder personnel.
- Provide mutual aid to neighboring communities as requested.
- Provide medical stand by at major events, such as through the Town's Recreation Department or other local community groups and where large crowds are expected.
- Collect and submit billing information for ambulance transport.

Provide Community Services

- Coordinate with UFD, KFD, URIEMS, neighboring municipalities, and South County Hospital to provide operational support, training, cooperative purchasing, and other mutually beneficial services to each entity and the patients requiring EMS services.
- Provide tours and demonstrations, both on and off-site, of vehicles and equipment as requested.
- Provide education and training for Town Departments, residents, and local organizations in medical care, CPR, stop the bleed, narcan administration, first aid, citizen safety, and emergency preparedness, as requested.
- Work in unison with Town Departments and multiple agencies on community emergency preparedness planning and administration; maintain state of readiness for emergency response; assist in coordinating with other Town

Departments in the implementation of emergency evacuation shelters as needed.
    - Provide a Community Paramedicine Program working to help patients in the community with chronic disease management/education, post-hospital discharge follow-up, prevent readmissions, and/or 911 demand, support recovery, system navigation, and injury prevention.
- Provide public health clinics, administering vaccines such as the Flu, COVID-19, RSV and COVID-19 testing.
- Provide support to the Citizen Emergency Response Team (CERT) of volunteers.
- In cooperation with the American Red Cross, open and manage emergency shelter facilities.

FY 2024 - 2025 Priorities

Priorities	Town Council Goals & Objs
Continue to provide training in CPR/AED/Narcan administration and Stop the Bleed to Town staff	ET / PPS
Continue a Community Risk Reduction program by increasing the number of citizens and the business community in the training of CPR/AED/Narcan administration and Stop the Bleed.	CEPP / PPS
Continue the pilot Community Paramedicine Program, working to help patients in the community with chronic disease management/education, post-hospital discharge follow-up, prevent readmissions, and/or 911 demand, support recovery, system navigation, and injury prevention. In addition, the department will continue working in partnership with South County Health, Thundermist and Integra Care New England to establish primary health care for the citizens of South Kingstown.	PPS / ET / CEPP / VUR / SCH
Establish a fee and reimbursement structure for the Community Paramedic Program in collaboration with the department's EMS billing vendor with South County Health, Integra - Care New England and Thundermist.	PPS / YUR / SCH / FI / PPS / VUR
Continue to provide public health clinics, offering influenza, RSV and COVID-19 vaccinations and testing COVID-19 in collaboration with the RIDOH-State-Supplied Vaccine (SSV)program.	PPS/VUR
Continue to provide leadership training at the captain and lieutenant level.	ET
Expand EMS operations to include a third transport ambulance	PPS / FI / TBF
Coordinate with the Planning Department and Public Service for the construction of a new EMS station in Perryville.	PPS / VUR / FI / CEPP
Conduct recruitment to fill current and future vacancies.	PPS / TBF
Enhance community awareness through sharing Public Safety Announcements and Department-related information through social media.	PPS / TBF
Continue pediatric EMS medical training	PPS / ET
Collaborate with the Washington County Behavioral Health and SKPD on crisis response initiatives	SCH / VUR / PPS
Continue to conduct ongoing operational training programs with UFD, SKPD, KFD, NFD, URI and CARS	PPS / FT / CEPP
Continue to pre-plan response readiness for events, educational and business facilities	PPS / FI / ET / VUR
Continue medical data process improvement program and training/case review with department's medical director	PPS / ET

FY 2025 - 2026 Priorities

Proposed Priorities	Town Council Goals & Objs
Continue coordination with the Planning Department and Public Services on the construction of a new EMS station in Perryville.	PPS / VUR / CEEP
Recruitment to fill future vacancies for the new EMS station.	PPS / VUR
Place a third transport ambulance in service.	PPS / VUR
Continue training of CPR/AED/Narcan administration, Stop the Bleed to the public and business community.	PPS / ET / CEPP
Enhance the Community Paramedic Program, working in partnership with the Washington County Health Equity Zone (WHEZ) and local health organizations to provide integrated behavioral and primary health care to the citizens of South Kingstown	PPS / VUR / SCH
Recommend and support the RI legislature to establish reimbursement for the Community Paramedic Program.	PPS / VUR / SCH / TBF
Continue to provide public health clinics, offering influenza, RSV and COVID-19 vaccinations and testing COVID-19 in collaboration with the RIDOH-State-Supplied Vaccine (SSV)program.	PPS / YUR / SCH
Continue to explore EMS response modes based on State 911 Emergency Medial Dispatch(EMD) protocols to determine the appropriate emergent or non-emergent response.	PPS / TBF
Continue internship program with EMT students at South Kingstown High School.	PPS / ET / CEPP
Continue to conduct operational training with UFD, KFD, NFD, SKPD, URI and CARS	PPS / ET / CEPP
Continue training with mutual aid partners, including neighboring communities and URI	PPS / ET / CEPP / URI
Continue medical process improvement program to provide targeted training/case review with the EMS department's medical director	FI / PPS
Develop airway management training with South County Health Anesthesia department	ET / SCH
Develop Rapid Sequence Intubation Airway Management Program	ET/PPS
Continue training and implementation of Mass Casualty/Tactical Emergency Casualty Care events with public safety partners in the community	PPS / ET

Performance Measurements

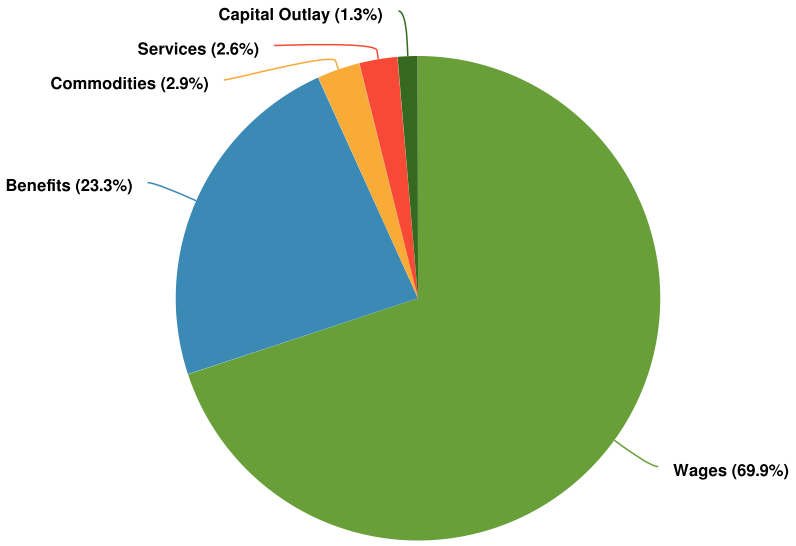
Description	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Projected	FY2025-26 Anticipated	Town Council Goals & Objs
Field Personnel (FTE)	20	20	23	28	FI / PPS
Administrative Staff Personnel (FPE)	1	1	2.5	2.5	FI / PPS
Public CPR / AED / Stop the Bleed Training	250	400	500	700	PPS / CEPP / ET
Transport Vehicles in service 24 hours	2	2	2	3	PPS / TBF
Public Health Clinics - Vaccine Administration	-	-	350	500	VUR/PPS
EMS Calls for service	4,032	4,218	4,600	5,000	FI / PPS
EMS transports	2,759	2,820	3,000	3,200	FI / PPS
EMS Transport Revenue					FI / PPS
EMS Total Charges	$6,95,6948	$7,344,608	$7,876,766	$8,447,482	FI / PPS
Total Allowable	$1,634,386	$1,678,366	$1,918,108	$2,195,095	FI / PPS
Total Collected	$1,070,337	$1,149,277	$1,313,904	$1,502,113	FI / PPS
Mutual Aid - Provided	340	250	210	220	FI / PPS / TBF
Mutual Aid - Received	320	380	450	530	FI / PPS / TBF

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
General Fund						
Wages	$1,750,369	$1,897,085	$1,673,644	$1,881,661	$2,496,500	$2,271,883
Benefits	$525,633	$472,177	$355,884	$688,431	$532,340	$775,107
Services	$61,855	$133,239	$124,664	$69,972	$18,015	$82,875
Capital Outlay	$23,491	$37,427	$34,427	$36,587	$15,487	$43,533
Commodities	$86,850	$77,129	$60,294	$87,350	$52,570	$92,950
Total General Fund:	**$2,448,198**	**$2,617,056**	**$2,248,913**	**$2,764,001**	**$3,114,912**	**$3,266,348**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10122001-511001	$1,316,786.29	$955,703.51	$814,316.61	$1,431,625.30	$1,799,634.78
Part-Time Salaries	10122001-511002	$90,000.00	$150,808.40	$45,370.59	$99,999.98	$109,742.10
Overtime	10122001-511004	$300,000.00	$743,195.23	$762,208.60	$300,000.00	$300,000.00
Retirement/Vacation Reimb.	10122001-511005	$0.00	$13,874.24	$0.00	$0.00	$0.00
Longevity	10122001-511006	$43,582.76	$33,503.45	$51,748.65	$50,035.85	$62,506.36
Total Wages:		**$1,750,369.05**	**$1,897,084.83**	**$1,673,644.45**	**$1,881,661.13**	**$2,271,883.23**
Benefits						
FICA	10122001-522250	$105,071.66	$140,925.59	$118,553.75	$124,648.89	$149,170.18
State Retirement Defined Bene	10122001-522300	$3,973.00	$3,332.52	$2,404.88	$42,281.78	$15,779.79
State Retirement Defined Cont.	10122001-522301	$311.00	$264.84	$180.15	$281.11	$292.21
EMS Retirement	10122001-522304	$54,349.10	$39,223.17	$27,471.01	$54,349.10	$119,190.83
Medical Insur-Active Employees	10122001-522818	$298,995.36	$237,795.10	$165,398.97	$399,491.52	$405,642.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Medical Insur-Retirees	10122001-522820	$0.00	$7,889.04	$3,439.40	$0.00	$8,908.00
Dental Insur-Active Employees	10122001-522822	$11,190.72	$9,526.56	$5,307.49	$15,432.24	$13,974.00
Insurance Buyback	10122001-522840	$2,000.00	$1,487.18	$5,557.64	$2,000.00	$17,000.00
Life Insurance	10122001-522850	$2,142.00	$1,683.00	$1,352.66	$2,346.00	$2,550.00
Travel Expenses	10122001-538014	$100.00	$0.00	$0.00	$100.00	$100.00
Educational Expenses	10122001-538016	$25,500.00	$18,944.00	$6,753.00	$25,500.00	$16,500.00
Uniforms And Other Clothing	10122001-540038	$22,000.00	$11,105.65	$19,464.79	$22,000.00	$26,000.00
Total Benefits:		**$525,632.84**	**$472,176.65**	**$355,883.74**	**$688,430.64**	**$775,107.00**
Services						
Cleaning Services	10122001-530012	$2,400.00	$3,227.95	$3,400.00	$2,600.00	$2,900.00
Medical Services	10122001-530024	$1,500.00	$564.00	$583.00	$1,500.00	$1,500.00
Professional Services	10122001-530111	$5,000.00	$7,092.89	$2,717.60	$5,000.00	$5,000.00
Employee Training	10122001-530801	$0.00	$0.00	$0.00	$2,375.00	$2,375.00
Telephone	10122001-532000	$9,800.00	$11,322.43	$13,238.11	$10,910.00	$14,000.00
Fuel - Oil	10122001-532002	$200.00	$0.00	$0.00	$0.00	$0.00
Water Fees	10122001-532012	$1,080.00	$1,100.44	$1,116.00	$1,312.00	$0.00
Motor Vehicles Maintenance	10122001-534010	$10,000.00	$80,693.91	$75,650.91	$10,000.00	$25,000.00
Commun Equip. Maintenance	10122001-534012	$1,800.00	$0.00	$425.70	$1,800.00	$1,800.00
Computer/Software Maintenance	10122001-534016	$12,000.00	$16,029.07	$14,505.70	$14,900.00	$14,900.00
Maintenance Of General Equip	10122001-534018	$14,000.00	$8,974.69	$11,581.20	$14,000.00	$11,000.00
Maintenance Of Buildings	10122001-534020	$2,500.00	$3,119.23	$437.86	$4,000.00	$2,500.00
Advertising	10122001-538012	$250.00	$20.00	$21.25	$250.00	$250.00
Postage	10122001-538020	$200.00	$28.12	$100.00	$200.00	$200.00
Printing Expenses	10122001-538022	$600.00	$425.94	$139.68	$600.00	$600.00
Licenses And Dues	10122001-538030	$525.00	$640.00	$746.92	$525.00	$850.00
Total Services:		**$61,855.00**	**$133,238.67**	**$124,663.93**	**$69,972.00**	**$82,875.00**

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Capital Outlay						
Non-Major Technology Reserve	10122001-530044	$11,991.00	$11,991.00	$14,087.00	$14,087.00	$17,033.00
Computer Equipment	10122001-550002	$0.00	$3,317.42	$669.94	$0.00	$0.00
Office Equipment	10122001-550004	$0.00	$208.22	$0.00	$0.00	$0.00
Communication Equipment	10122001-550008	$4,000.00	$1,265.97	$8,639.98	$8,000.00	$12,000.00
Medical And Laboratory Equip	10122001-550014	$5,000.00	$16,957.30	$10,099.88	$10,500.00	$10,500.00
Safety Related Equipment	10122001-550024	$1,500.00	$221.99	$0.00	$3,000.00	$1,500.00
Furniture And Furnishings	10122001-550026	$1,000.00	$3,464.97	$929.79	$1,000.00	$2,500.00
Total Capital Outlay:		**$23,491.00**	**$37,426.87**	**$34,426.59**	**$36,587.00**	**$43,533.00**
Commodities						
Office Materials & Supplies	10122001-540012	$400.00	$887.15	$1,254.34	$900.00	$900.00
Janitorial Materials & Supp	10122001-540014	$400.00	$295.49	$313.56	$400.00	$400.00
Elect Materials & Supplies	10122001-540018	$100.00	$99.96	$108.99	$100.00	$100.00
Books And Publications	10122001-540020	$250.00	$346.20	$0.00	$250.00	$250.00
Chemicals And Gases	10122001-540024	$2,200.00	$1,016.98	$1,200.00	$2,200.00	$2,200.00
Motor Vehicle Materials & Supp	10122001-540028	$10,000.00	$8,494.80	$10,008.15	$10,000.00	$10,000.00
Medical & Lab Materials & Supp	10122001-540030	$27,000.00	$29,223.32	$24,421.61	$27,000.00	$27,000.00
General Hardware & Tools	10122001-540032	$200.00	$415.16	$823.54	$200.00	$200.00
Fuels And Lubricants	10122001-540040	$46,000.00	$36,221.16	$22,163.62	$46,000.00	$51,600.00
Safety Related Mat & Supp	10122001-540058	$100.00	$43.92	$0.00	$100.00	$100.00
Miscellaneous Expenses	10122001-580100	$200.00	$85.00	$0.00	$200.00	$200.00
Total Commodities:		**$86,850.00**	**$77,129.14**	**$60,293.81**	**$87,350.00**	**$92,950.00**
Total Expense Objects:		**$2,448,197.89**	**$2,617,056.16**	**$2,248,912.52**	**$2,764,000.77**	**$3,266,348.23**

Public Services Department

The Departments that Make up the Public Services portion of the Town's Operating Budget is as follows:

Public Services - Administration
Streets & Highway Division
Tree Warden
Street Lights

Department Headcount (FTE)

Public Services & Utilities	2022-23 Adopted	2023-24 Adopted	2024-25 Adopted	2025-26 Proposed	INcr./(Decr.) Over Prior Year
Total Personnel	**43.60**	**44.00**	**44.00**	**44.00**	**0.00**

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
General Fund						
Wages	$1,535,351	$1,351,064	$941,621	$1,509,771	$1,567,814	$1,613,609
Benefits	$632,970	$562,930	$386,754	$640,553	$636,594	$727,705
Services	$744,814	$625,050	$315,954	$773,589	$731,846	$747,937
Capital Outlay	$31,293	$170,450	$32,680	$41,638	$17,658	$45,338
Commodities	$495,318	$313,370	$374,284	$476,450	$342,125	$465,450
Total General Fund:	**$3,439,746**	**$3,022,864**	**$2,051,293**	**$3,442,002**	**$3,296,037**	**$3,600,039**

Public Services Administration

Richard J. Bourbonnais, PE
Director of Public Services

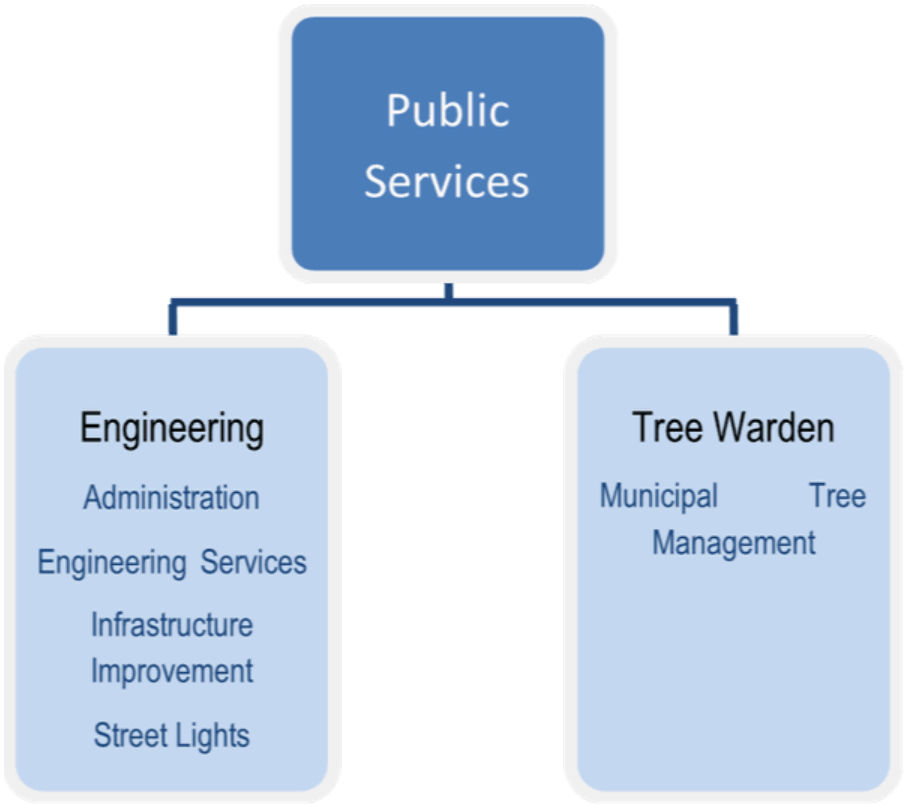
Department Headcount (FTE)

Public Services - Administration	FY2022-23 Adopted	Fy2023-24 Adopted	FY2024-25 Adopted	FY2025-26 Proposed	Incr./(Decr.) Prior Year
Total Personnel	6.60	6.60	6.60	6.60	0.00

Division Summary

Division Number	Division Description
10130001	Public Services - Administration
10130003	Streets & Highway Division
10130005	Tree Warden
10130007	Street Lighting

Organizational Chart



Mission Statement & Primary Functions

Mission Statement

The mission of the Department of Public Services is to provide for the administration, planning, and design of all public works and utility enterprise fund programs and projects. Operations include engineering services; streets and highways; storm water management; street lighting; tree programs; bridges and dams; Onsite Wastewater Management Program; water, wastewater, and solid waste enterprise funds; and all associated capital improvement projects.

Functions

The Department of Public Services is separated into several divisions; Engineering, Street Lighting, Tree Warden, Highway, Water, Wastewater, and Solid Waste Divisions, as well as the Onsite Wastewater Management Program. Engineering is detailed below. Other Divisions are detailed in separate sections.

Engineering Division

The Engineering Division develops and manages the Town's infrastructure improvement program and assists other municipal Departments with engineering services on an as-needed basis. Duties include, but are not limited to:

- Engineering services, drafting, and surveying
- Roadway infrastructure pavement management program
- Municipal stormwater management program & MS4 reporting
- Municipal bridge management program
- Municipal dam management program
- Municipal building support services
- Town right-of-way (ROW) permitting and enforcement
- Preparation of Departmental bid specifications and procurement services
- Private land development engineering design review and construction oversight services
- Coordination with State of RI DOT projects within the Town
- Technical and construction support services for other Town departments

FY 2024 - 2025 Priorities

Priorities - PDS (Admin.)	Town Concil Goals & Objs
Coordinate pavement overlay bidding for FY 2025-2026	FI / TTS
James Trail – pavement overlay	FI / TTS
Robinson Street – pavement overlay	FI / TTS
Salt Pond Road - (from Woodruff to Kenyon Avenue) - pavement overlay	FI / TTS
Evaluate and review trees scheduled for non-emergency removal	FI / TTS
Complete Pavement Management Plan	FI / TTS
Construction of the Fresh Meadow Culvert along Broad Rock Road	FI / TTS
Complete Green Hill Pond stormwater BMP construction	FI / SNR
Complete design for Suagatucket Road Culvert at the Saugatucket River to address flooding	FI / SNR
Begin review of the Saugatucket watershed for resiliency	FI / SNR
Work toward resiliency improvements in Matunuck and Green Hill	FI / SNR

FY 2025 - 2026 Priorities

Proposed Priorities	Town Council Goals & Objs
Old North Road (from Flagg Road to Stoney Fort Road) - pavement overlay	FI / TTS
Woodruff Avenue (from Robinson Street to Main Street) – pavement overlay	FI / TTS
Coordinate pavement overlay bidding for FY 2024-2025	FI / TTS

Performance Measurements

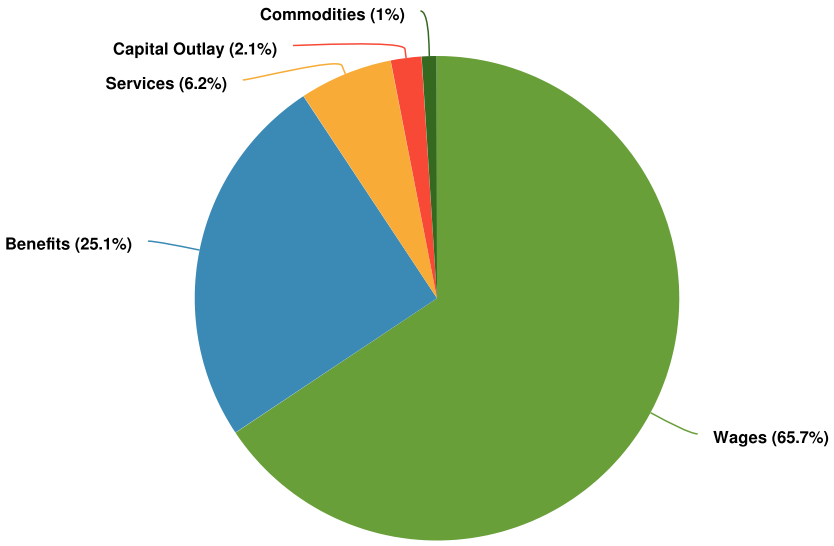
Description	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Projected	FY2025-26 Anticipated	Town Council Goals & Objs
Physical alteration permits issued	39	83	80	90	FI
Utility permits issued	61	56	65	70	FI
Private road house #s assigned	5	6	10	25	FI
# of licensed ROW contractors	35	50	50	60	FI
Soil erosion permits	81	91	80	90	FI / SNR
Contracts bid	8	15	10	15	FI
Land development Inspections	230	250	250	250	FI / LU
Tree permit applications	2	1	5	10	FI / SNR
Emergency tree removal/pruning	18	34	25	50	FI / SNR
Non-emergency tree/stump/limb removal/pruning	200	160	100	100	FI / SNR
# of 50W HPS (28W LED)	932	932	932	932	FI
# of 100W HPS (51W LED)	45	45	45	45	FI
# of 250W (190 W LED)	3	3	3	3	FI
# of Other Street Lights	33	33	33	33	FI
Total Street Lights	1,414	1,013	1,013	1,013	FI

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
General Fund						
Wages	$373,679	$319,349	$224,348	$330,844	$352,240	$378,522
Benefits	$113,864	$110,654	$78,841	$119,906	$124,627	$145,717
Services	$36,318	$23,725	$25,207	$50,805	$37,041	$35,868
Capital Outlay	$8,951	$8,751	$11,658	$11,858	$11,658	$11,858
Commodities	$6,112	$4,861	$2,704	$5,800	$4,375	$5,800
Total General Fund:	**$538,923**	**$467,340**	**$342,758**	**$519,213**	**$529,941**	**$577,765**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Expenditures by Function

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expenditures						
Public Works						
Public Services Department						
Public Services Administration						
Full-Time Employees	10130001-511001	$314,436.08	$308,964.13	$211,716.35	$322,312.02	$361,819.78
Overtime	10130001-511004	$1,100.00	$3,814.48	$1,058.56	$1,100.00	$3,000.00
Retirement/Vacation Reimb.	10130001-511005	$51,500.00	$0.00	$0.00	$0.00	$0.00
Longevity	10130001-511006	$6,642.64	$6,570.31	$11,573.06	$7,432.09	$13,702.33
FICA	10130001-522250	$24,370.32	$24,272.43	$17,044.45	$24,921.53	$27,190.52
Municipal Employees Retirement	10130001-522300	$40,453.69	$39,694.09	$29,785.81	$42,984.12	$50,376.51
State Retirement Defined Cont.	10130001-522301	$3,195.90	$3,141.02	$2,221.69	$3,582.53	$3,888.52
Medical Insur-Active Employees	10130001-522818	$34,041.26	$34,155.34	$23,508.73	$36,537.12	$51,727.73
Dental Insur-Active Employees	10130001-522822	$2,606.20	$2,608.26	$1,568.50	$2,684.48	$3,286.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Insurance Buyback	10130001-522840	$6,125.00	$6,125.13	$4,004.69	$6,125.00	$6,125.00
Life Insurance	10130001-522850	$372.26	$372.58	$256.83	$372.30	$423.30
Refuse Disposal	10130001-530014	$1,846.00	$1,141.70	$813.92	$1,938.30	$1,938.30
Non-Major Technology Reserve	10130001-530044	$8,751.00	$8,751.00	$11,658.00	$11,658.00	$11,658.00
Copy Machine Services	10130001-530064	$3,900.00	$1,281.99	$1,500.00	$3,500.00	$3,500.00
Professional Services	10130001-530111	$4,275.00	$652.22	$434.86	$4,275.00	$4,275.00
Employee Training	10130001-530801	$0.00	$0.00	$0.00	$875.00	$875.00
Telephone	10130001-532000	$1,000.00	$949.14	$564.70	$1,000.00	$1,000.00
Electricity	10130001-532004	$10,260.00	$9,983.71	$6,613.65	$10,260.00	$0.00
Natural Gas	10130001-532008	$3,800.00	$3,988.70	$2,321.50	$4,000.00	$0.00
Wastewater Fees	10130001-532010	$210.00	$210.00	$240.00	$210.00	$0.00
Water Fees	10130001-532012	$467.00	$444.56	$467.00	$467.00	$0.00
Motor Vehicles Maintenance	10130001-534010	$1,000.00	$55.00	$0.00	$3,000.00	$3,000.00
Office Equipment Maintenance	10130001-534014	$2,800.00	$0.00	$2,395.00	$2,800.00	$2,800.00
Computer/Software Maintenance	10130001-534016	$1,150.00	$880.99	$7,858.66	$7,220.00	$7,220.00
Maintenance Of Buildings	10130001-534020	$3,300.00	$3,882.60	$929.88	$9,000.00	$9,000.00
Advertising	10130001-538012	$510.00	$154.26	$200.00	$510.00	$510.00
Travel Expenses	10130001-538014	$1,800.00	$0.00	$0.00	$1,800.00	$1,800.00
Educational Expenses	10130001-538016	$300.00	$0.00	$0.00	$300.00	$300.00
Printing Expenses	10130001-538022	$300.00	$0.00	$0.00	$300.00	$300.00
Licenses And Dues	10130001-538030	$1,500.00	$100.00	$868.15	$1,450.00	$1,450.00
Office Materials & Supplies	10130001-540012	$1,800.00	$1,861.61	$1,537.30	$1,800.00	$1,800.00
Books And Publications	10130001-540020	$300.00	$0.00	$125.00	$300.00	$300.00
Bldg & Const Materials & Supp	10130001-540026	$200.00	$73.19	$129.10	$200.00	$200.00
Motor Vehicle Materials & Supp	10130001-540028	$1,000.00	$977.57	-$36.72	$1,000.00	$1,000.00
Medical & Lab Materials & Supp	10130001-540030	$300.00	$0.00	$0.00	$300.00	$300.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
General Hardware & Tools	10130001-540032	$500.00	$159.73	$100.00	$500.00	$500.00
Uniforms And Other Clothing	10130001-540038	$599.00	$284.94	$450.00	$599.00	$599.00
Fuels And Lubricants	10130001-540040	$1,811.70	$1,781.16	$849.76	$1,500.00	$1,500.00
Office Equipment	10130001-550004	$200.00	$0.00	$0.00	$200.00	$200.00
Miscellaneous Expenses	10130001-580100	$200.00	$7.95	$0.00	$200.00	$200.00
Total Public Services Administration:		**$538,923.05**	**$467,339.79**	**$342,758.43**	**$519,213.49**	**$577,764.98**
Total Public Services Department:		**$538,923.05**	**$467,339.79**	**$342,758.43**	**$519,213.49**	**$577,764.98**
Total Public Works:		**$538,923.05**	**$467,339.79**	**$342,758.43**	**$519,213.49**	**$577,764.98**
Total Expenditures:		**$538,923.05**	**$467,339.79**	**$342,758.43**	**$519,213.49**	**$577,764.98**

Streets & Highway Division

Scott Brown
Highway Superintendent

Department Headcount (FTE)

Streets & Highway Division	FY2022-23 Adopted	Fy2023-24 Adopted	FY2024-25 Adopted	FY2025-26 Proposed	Incr./(Decr.) Prior Year
Total Personnel	19.00	19.00	19.00	19.00	0.00

Division Summary

Division Number	Division Description
10130001	Public Services - Administration
10130003	Streets & Highway Division
10130005	Tree Warden
10130007	Street Lighting

Organizational Chart

Mission Statement & Primary Functions

Mission Statement

The mission of the Department of Public Services' Highway Division is to provide labor services, materials, and equipment for highway and drainage infrastructure maintenance and improvements to the Town's municipally owned streets, bridges, drainage infrastructure, and seven (7) municipally owned dams.

Functions

The Highway Division's duties include, but are not limited to:

- Municipal pavement management
- Municipal stormwater management
- Municipal winter storm response, including the sanding/salting and plowing of Town streets and municipal parking lots, and clearing of designated municipal sidewalks
- Municipal roadway pothole repair and maintenance
- Municipal street sweeping
- Municipal gravel road grading
- Municipal right-of-way (ROW) tree and vegetation maintenance
- Minor striping of municipal roads and municipal parking lots
- Municipal traffic control and street identifier signs
- Municipal dam vegetation management and minor maintenance
- Municipal bridge and landfill inspections and maintenance
- Town vehicle fleet maintenance
- Town vehicle fuel supply operations
- Assist other Town departments on an as-needed basis with support services for small projects and/or where third party subcontractor work is not warranted

FY 2024 - 2025 Priorities

Priorities	Town Council Goals & Objs
Continue re-skinning of municipal regulatory street signs with high prismatic material, which meets Federal retro-reflectivity standards	FI / TTS
Performing winter storm management responsibilities, including sanding, salting, brining and plowing of Town roads, municipal parking lots, and clearing snow from sidewalks adjacent to municipal properties	FI / PPS / TTS
Perform all expected department functions as outlined in annual goals and objectives	FI
Prepare roads in advance of pavement management (ex: stone sealing & microsurfacing)	FI / TTS
Mow and maintain Rose Hill landfill perimeter, bulky waste area, and West Kingston Town dump perimeter	FI / SNR
Mow all Town earthen dam impoundments	FI / SNR
Continue GPS inventory of all regulatory street signs	FI / TTS
Provide employee training on stormwater management, construction methods, safety, and materials	FI / SNR
Construction of miscellaneous municipal stormwater drainage projects, with emphasis on eliminating closed piping systems and constructing infiltration systems to minimize or eliminate point stormwater discharges	FI / SNR
Perform stormwater outfall inspections and sampling	FI / SNR
Continue the municipal arborist program, and continue to provide bucket truck safety training for all division employees	FI / SNR
Maintain Town vehicle and rolling stock fleet	FI / SNR
Perform annual Matunuck Beach Road seawall sand replenishment	FI / TTS
Establish a stand-alone salt brine making operation with equipment for pretreatment of municipal paved roads and to prewet salt for deicing post storm	FI / TBF

FY 2025 - 2026 Priorities

Proposed Priorities	Town Council Goals & Objs
Perform winter storm management responsibilities, including sanding, salting, brining, and plowing of Town Roads, municipal parking lots, and sidewalks adjacent to municipal properties	FI / PPS / TTS
Construct and maintain new and existing stormwater improvements on an as-needed basis	FI / SNR
Repair potholes and other roadway deficiencies on municipal roads on an as-needed basis	FI / TTS
Repair sidewalk deficiencies on municipal and state roads on an as-needed basis	FI / TTS
Sweep all Town streets at least once per year to comply with DEM requirements	FI / SNR / TTS
Perform grading to municipal gravel roads scheduled for maintenance	FI / TTS
Perform repairs to municipal paved roads scheduled for pavement preservation (ex: stone sealing)	FI / TTS
Perform roadside shoulder mowing on Town roads during growing season	FI / TTS
Perform road striping and pavement parking on municipal roads and municipal parking lots scheduled for maintenance on an as-needed basis	FI / TTS
Replace or repair damaged street and traffic control signs on Town roads	FI / TTS
Mow all earthen Town dams at least once per year	FI / SNR
Mow Rose Hill landfill & West Kingston Town dump perimeters and drainage swales in the fall of each year	FI / SNR
Perform routine maintenance and repairs to all Town vehicles and equipment to ensure safe and operable vehicles and equipment in support of Town operations	FI / TBF
Assist other Town Departments on an as needed basis with projects that require light and/or heavy equipment operations	FI / TBF
Provide and coordinate safety training to Highway Division staff on an as needed basis. This will be additionally enhanced by in house training provided by the TRUST training library.	ET
Continue to operate salt brine system for municipal paved roadways and parking lots during winter storm operations	TBF
Perform annual Matunuck Beach Road seawall sand replenishment	FI / TTS
Continue the in-house tree trimming program, to leverage newly acquired arborist truck and new arborist personnel	FI / SNR
Continue to decrease winter sand usage as we fully migrate to salt brine and prewet systems on dump trucks to alleviate amount of sweepings generated from sanding/salt operations and catch basin cleanings	FI / TTS / SNR

Performance Measurements

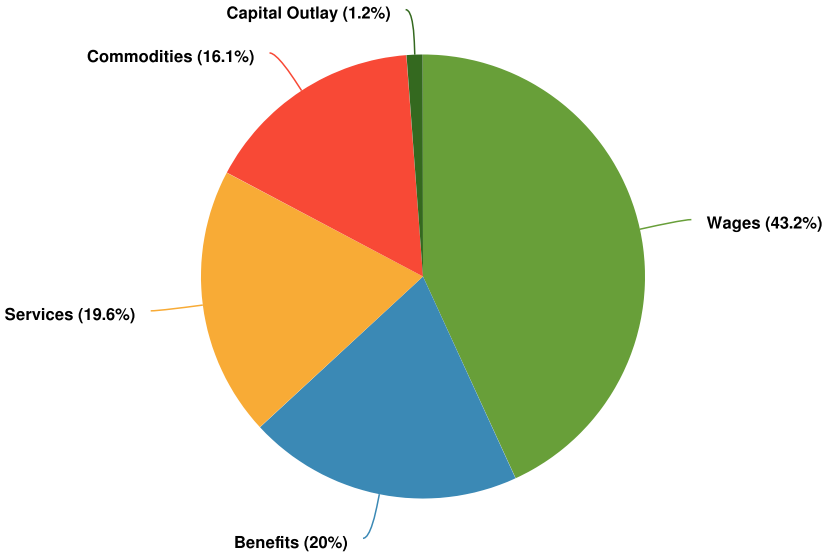
Description	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Projected	FY2025-26 Anticipated	Town Council Goals & Objs
Catch basins cleaned	327	327	250	231	FI / SNR
Catch basins inspected	2,731	2,731	2,708	2,708	FI / SNR
Number of drainage outfalls cleaned	27	30	35	33	FI / SNR
Number of drainage outfalls marked	5	5	6	6	FI / SNR
Municipal Road Miles	149	149	151	151	FI / TTS
Private Road Miles	75	75	75	75	FI / TTS
Road miles swept	145	145	150	155	FI / TTS
School Dept properties (parking lots and driveways) swept	8	8	8	8	FI / TTS / ET
Tons of sweeping spoils disposed	378	868	700	600	FI / TTS
Town road miles graded	4.4	4.4	4.4	7.7	FL / TTS
Private road miles graded*	19	19	0	0	FI / TTS
Road miles crack sealed	9.5	9.5	14.5	12	FI / TTS
Road miles stone sealed and micro-surfaced	11.95	11.95	16.20	13.00	FI / TTS
Road miles restriped	33	33	33	43	FI / TTS
Callback Events - General	46	46	35	41	FI / TTS / PPS
Callback Events - Winter Storm Operations	11	11	10	8	FI / TTS / PPS
Road miles salted/sanded	149	149	149	149	FI / TTS / PPS
Road miles plowed (1)	163	163	149	149	FI / TTS / PPS
Dedicated Sand/Salt Routes	11	11	11	11	FI / TTS / PPS
Dedicated Plow Routes	22	22	22	22	FI / TTS / PPS
Winter Storm Operation Overtime Hrs	1495	1.670	488	500	FI / TTS / PPS
Tons of Deicing Sand	891	790	134	50	FI / TTS / PPS
Tons of Road Salt	1,532	1,383	1,500	1,200	FI / TTS / PPS
Gallons of Salt Brine	1,500	1,500	10,000	12,000	FI / TTS / PPS
Resident Concerns – general	355	355	300	421	FI / TTS / CEPP
Resident Concerns – tree	240	240	200	141	FI / TTS / CEPP

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
General Fund						
Wages	$1,152,793	$1,023,052	$711,498	$1,170,047	$1,206,874	$1,226,207
Benefits	$518,427	$451,614	$307,471	$519,968	$511,302	$581,309
Services	$559,885	$478,141	$196,944	$574,284	$558,805	$557,669
Capital Outlay	$22,342	$161,699	$21,022	$29,780	$6,000	$33,480
Commodities	$485,706	$308,509	$371,580	$467,150	$337,750	$456,150
Total General Fund:	**$2,739,152**	**$2,423,015**	**$1,608,514**	**$2,761,229**	**$2,620,731**	**$2,854,815**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10130003-511001	$1,026,894.59	$979,641.05	$617,071.84	$1,074,990.34	$1,119,327.99
Part-Time Salaries	10130003-511002	$6,200.00	$0.00	$0.00	$0.00	$0.00
Overtime	10130003-511004	$75,000.00	$18,608.53	$34,866.70	$70,000.00	$70,000.00
Retirement/Vacation Reimb.	10130003-511005	$25,000.00	$3,386.88	$36,829.84	$0.00	$0.00
Longevity	10130003-511006	$19,698.12	$21,415.68	$22,729.20	$25,056.62	$36,879.02
Total Wages:		**$1,152,792.71**	**$1,023,052.14**	**$711,497.58**	**$1,170,046.96**	**$1,226,207.01**
Benefits						
FICA	10130003-522250	$76,385.66	$76,052.14	$52,574.48	$82,735.05	$82,099.37
Municipal Employees Retirement	10130003-522300	$131,661.66	$125,646.56	$84,334.38	$143,397.74	$153,130.11
State Retirement Defined Cont.	10130003-522301	$11,638.64	$11,155.62	$7,102.21	$12,375.19	$12,462.30
Medical Insur-Active Employees	10130003-522818	$225,336.24	$170,348.65	$122,538.17	$207,269.68	$250,780.00
Medical Insur-Retirees	10130003-522820	$42,671.00	$43,645.08	$26,995.18	$42,671.00	$51,472.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Dental Insur-Active Employees	10130003-522822	$11,461.56	$9,061.99	$5,579.73	$10,124.88	$11,532.01
Insurance Buyback	10130003-522840	$8,250.00	$9,673.08	$4,163.21	$10,250.00	$8,250.00
Life Insurance	10130003-522850	$1,122.00	$1,179.92	$750.94	$1,244.40	$1,183.20
Travel Expenses	10130003-538014	$2,100.00	$0.00	$0.00	$2,100.00	$2,600.00
Educational Expenses	10130003-538016	$800.00	$125.00	$498.00	$800.00	$800.00
Uniforms And Other Clothing	10130003-540038	$7,000.00	$4,725.72	$2,935.00	$7,000.00	$7,000.00
Total Benefits:		**$518,426.76**	**$451,613.76**	**$307,471.30**	**$519,967.94**	**$581,308.98**
Services						
Cleaning Services	10130003-530012	$6,966.00	$3,782.90	$1,813.81	$4,200.00	$4,700.00
Refuse Disposal	10130003-530014	$3,524.00	$2,935.95	$2,102.05	$3,500.00	$3,900.00
Internet Access	10130003-530066	$1,500.00	$1,454.76	$721.38	$1,500.00	$1,500.00
Professional Services	10130003-530111	$431,791.00	$367,321.59	$102,984.41	$439,566.00	$454,615.00
Employee Training	10130003-530801	$0.00	$0.00	$0.00	$2,375.00	$2,375.00
Telephone	10130003-532000	$3,312.00	$1,992.10	$1,113.88	$2,322.00	$2,400.00
Fuel - Oil	10130003-532002	$25,200.00	$15,151.68	$9,000.00	$25,000.00	$0.00
Electricity	10130003-532004	$16,713.00	$20,043.47	$14,025.52	$16,713.00	$0.00
Water Fees	10130003-532012	$1,435.00	$1,175.77	$1,400.00	$1,435.00	$0.00
Propane	10130003-532014	$6,975.00	$3,382.08	$6,300.00	$6,300.00	$0.00
Motor Vehicles Maintenance	10130003-534010	$22,000.00	$28,284.20	$16,752.53	$22,000.00	$25,000.00
Motor Vehicle Car Washes	10130003-534011	$0.00	$0.00	$2,911.00	$0.00	$2,500.00
Computer/Software Maintenance	10130003-534016	$4,500.00	$3,054.00	$7,155.24	$12,950.00	$22,900.00
Asset Management Software	10130003-534017	$9,000.00	$8,815.74	$8,815.74	$9,000.00	$9,000.00
Maintenance Of General Equip	10130003-534018	$15,000.00	$12,273.14	$14,320.09	$15,000.00	$15,000.00
Maintenance Of Buildings	10130003-534020	$7,500.00	$6,934.22	$5,544.42	$8,000.00	$8,000.00
Advertising	10130003-538012	$200.00	$60.00	$200.00	$200.00	$200.00
Printing Expenses	10130003-538022	$200.00	$0.00	$0.00	$200.00	$200.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Rents	10130003-538028	$2,000.00	$480.00	$0.00	$2,000.00	$2,000.00
Licenses And Dues	10130003-538030	$2,069.00	$999.41	$1,783.43	$2,023.00	$3,379.00
Total Services:		**$559,885.00**	**$478,141.01**	**$196,943.50**	**$574,284.00**	**$557,669.00**
Capital Outlay						
Non-Major Technology Reserve	10130003-530044	$5,972.00	$5,972.00	$10,480.00	$10,480.00	$11,130.00
Computer Equipment	10130003-550002	$6,500.00	$14,122.95	$10,241.53	$10,000.00	$0.00
Office Equipment	10130003-550004	$370.00	$263.56	$300.00	$300.00	$350.00
General Equipment & Machinery	10130003-550006	$2,500.00	$85,887.70	$0.00	$4,500.00	$15,000.00
Construction Equipment	10130003-550010	$6,500.00	$1,349.98	$0.00	$4,000.00	$6,500.00
Furniture And Furnishings	10130003-550026	$500.00	$0.00	$0.00	$500.00	$500.00
Transfer To Other Funds	10130003-590999	$0.00	$54,103.16	$0.00	$0.00	$0.00
Total Capital Outlay:		**$22,342.00**	**$161,699.35**	**$21,021.53**	**$29,780.00**	**$33,480.00**
Commodities						
Office Materials & Supplies	10130003-540012	$1,400.00	$1,148.43	$1,000.00	$1,400.00	$1,400.00
Janitorial Materials & Supp	10130003-540014	$1,200.00	$696.61	$950.00	$1,000.00	$1,000.00
Elect Materials & Supplies	10130003-540018	$850.00	$0.00	$0.00	$2,500.00	$2,500.00
Books And Publications	10130003-540020	$150.00	$0.00	$0.00	$150.00	$150.00
Agri Materials & Supplies	10130003-540022	$2,000.00	$797.04	$1,000.00	$2,000.00	$2,000.00
Road Salt	10130003-540023	$145,000.00	$53,771.35	$135,000.00	$135,000.00	$130,000.00
Chemicals And Gases	10130003-540024	$3,500.00	$3,062.06	$1,000.00	$3,500.00	$4,000.00
Road Sand	10130003-540025	$30,000.00	$14,500.00	$0.00	$20,000.00	$15,000.00
Bldg & Const Materials & Supp	10130003-540026	$81,000.00	$57,526.67	$54,613.47	$81,000.00	$80,000.00
Motor Vehicle Materials & Supp	10130003-540028	$65,000.00	$54,774.56	$58,419.17	$65,000.00	$65,000.00
Medical & Lab Materials & Supp	10130003-540030	$200.00	$0.00	$0.00	$200.00	$200.00
General Hardware & Tools	10130003-540032	$8,500.00	$5,859.52	$4,500.00	$8,500.00	$8,500.00
Signage Materials & Supplies	10130003-540034	$19,000.00	$15,510.92	$13,045.38	$19,000.00	$19,000.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Equipment & Machine Parts	10130003-540036	$39,500.00	$26,235.51	$33,960.00	$39,500.00	$39,000.00
Fuels And Lubricants	10130003-540040	$85,006.00	$73,483.04	$66,305.40	$85,000.00	$85,000.00
HVAC Materials & Supplies	10130003-540050	$200.00	$0.00	$0.00	$200.00	$200.00
Photographic Materials & Supp	10130003-540052	$200.00	$0.00	$0.00	$200.00	$200.00
Safety Related Mat & Supp	10130003-540058	$3,000.00	$1,142.92	$1,786.52	$3,000.00	$3,000.00
Total Commodities:		**$485,706.00**	**$308,508.63**	**$371,579.94**	**$467,150.00**	**$456,150.00**
Total Expense Objects:		**$2,739,152.47**	**$2,423,014.89**	**$1,608,513.85**	**$2,761,228.90**	**$2,854,814.99**

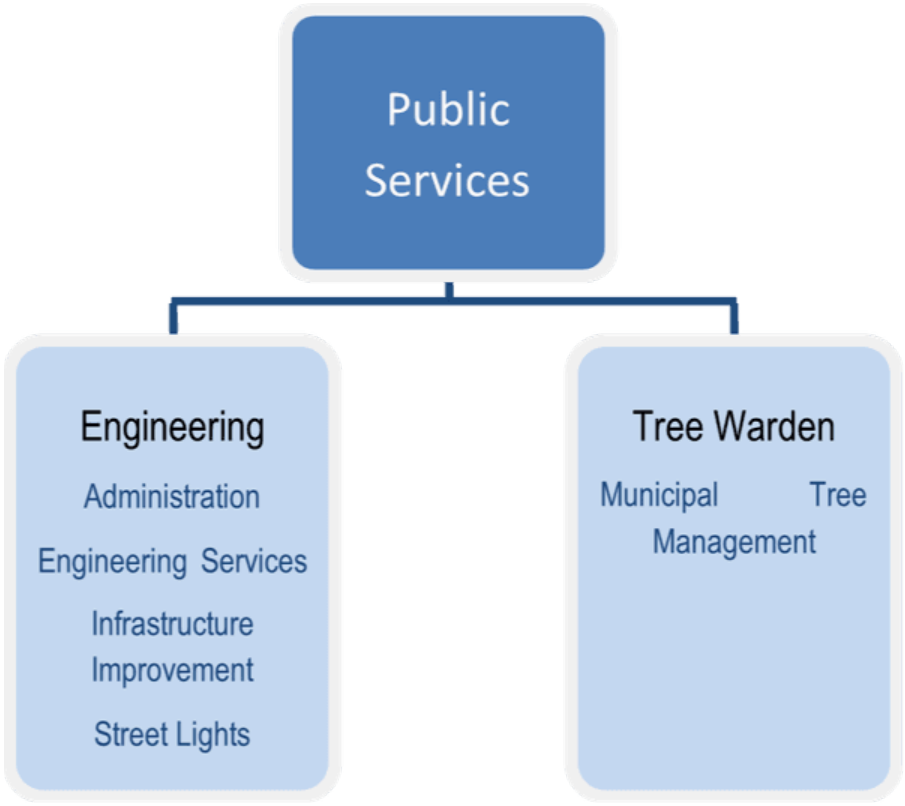
Tree Warden

William Wallace
Tree Warden

Division Summary

Division Number	Division Description
10130001	Public Services - Administration
10130003	Streets & Highway Division
10130005	Tree Warden
10130007	Street Lighting

Organizational Chart



MIssion Statement & Primary Functions

Mission Statement

The mission of the Department of Public Services is to provide for the administration, planning, and design of all public works and utility enterprise fund programs and projects. Operations include engineering services; streets and highways; storm water management; street lighting; tree programs; bridges and dams; Onsite Wastewater Management Program; water, wastewater, and solid waste enterprise funds; and all associated capital improvement projects.

Functions

The Department of Public Services is separated into several divisions. The Engineering Division, inclusive of Street Lighting, and the Tree Warden are detailed below. Other divisions, such as the Highway, Water, Wastewater, and Solid Waste Divisions, as well as the Onsite Wastewater Management Program are detailed separately.

Tree Warden

The Town Tree Warden is responsible for the oversight and overall care of trees located within municipal right-of-ways and on Town property. Duties include, but are not limited to:

- Perform emergency tree removal/pruning on an as needed basis
- Perform inspections in response to complaints to determine if tree removal/pruning is warranted
- Review Tree Permit applications for removals and/or pruning of Town trees by third parties
- Coordinate and oversee overhead utility pruning program
- Oversee Town tree planting activities
- Oversee tree pruning activities by Highway Division staff
- Attend Tree Board meetings on an as needed basis

FY 2024 - 2025 Priorities

Priorities - Tree Warden	Town Council Goals & Objs
Perform emergency tree removals & pruning on an as needed basis	FI / SNR
Review Tree Permit applications	FI / SNR
Oversee Highway Division tree pruning activities	FI / SNR
Oversee National Grid third party arborist overhead utility line trimming activities	FI / SNR

FY 2025 - 2026 Priorities

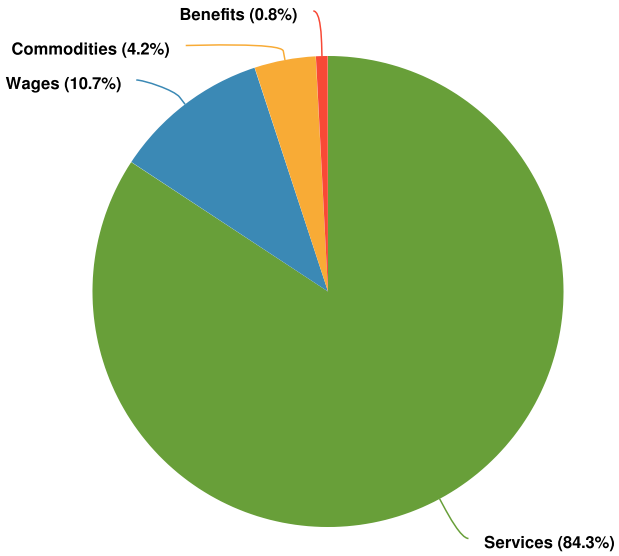
Priorities - Tree Warden	Town Council Goals & Objs
Perform emergency tree removals & pruning on an as needed basis	FI / SNR
Review Tree Permit applications	FI / SNR
Oversee Highway Division tree pruning activities	FI / SNR
Oversee National Grid third party arborist overhead utility line trimming activities	FI / SNR

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
General Fund						
Wages	$8,880	$8,663	$5,775	$8,880	$8,700	$8,880
Benefits	$679	$663	$442	$679	$665	$679
Services	$70,000	$49,598	$56,100	$70,000	$60,000	$70,000
Commodities	$3,500	$0	$0	$3,500	$0	$3,500
Total General Fund:	**$83,059**	**$58,923**	**$62,317**	**$83,059**	**$69,365**	**$83,059**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Part-Time Salaries	10130005-511002	$8,880.00	$8,663.04	$5,775.36	$8,880.00	$8,880.00
Total Wages:		**$8,880.00**	**$8,663.04**	**$5,775.36**	**$8,880.00**	**$8,880.00**
Benefits						
FICA	10130005-522250	$679.32	$662.74	$441.82	$679.32	$679.00
Total Benefits:		**$679.32**	**$662.74**	**$441.82**	**$679.32**	**$679.00**
Services						
Arborist Services	10130005-530076	$40,000.00	$22,420.00	$31,100.00	$40,000.00	$40,000.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Professional Services	10130005-530111	$30,000.00	$27,177.50	$25,000.00	$30,000.00	$30,000.00
Total Services:		**$70,000.00**	**$49,597.50**	**$56,100.00**	**$70,000.00**	**$70,000.00**
Commodities						
Agri Materials & Supplies	10130005-540022	$3,500.00	$0.00	$0.00	$3,500.00	$3,500.00
Total Commodities:		**$3,500.00**	**$0.00**	**$0.00**	**$3,500.00**	**$3,500.00**
Total Expense Objects:		**$83,059.32**	**$58,923.28**	**$62,317.18**	**$83,059.32**	**$83,059.00**

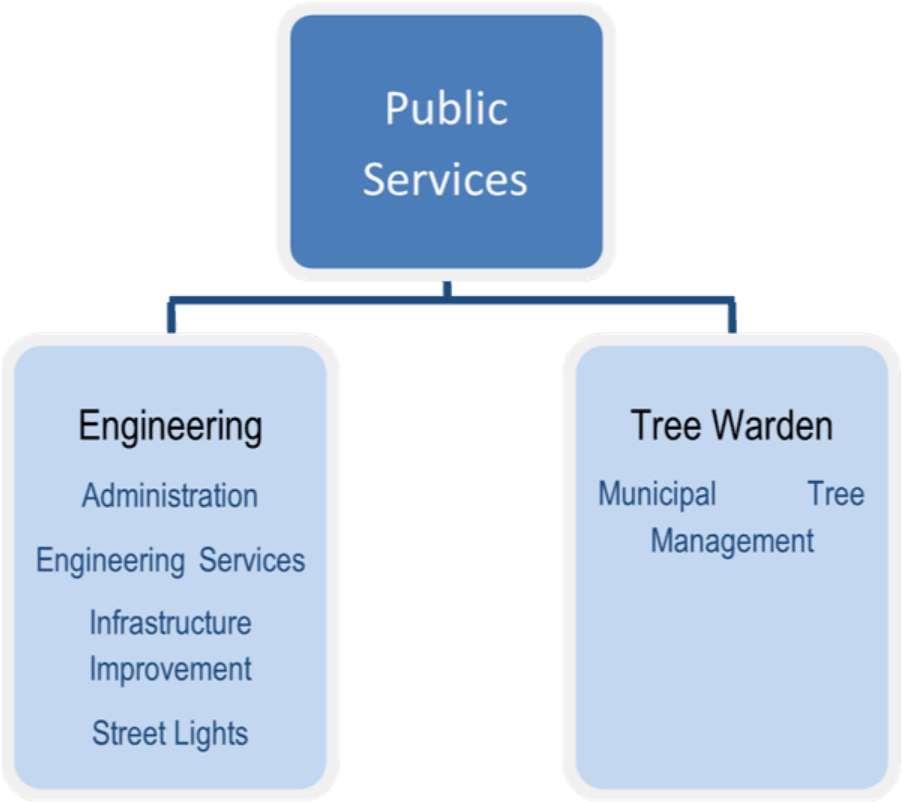
Street Lighting

Richard J. Bourbonnais, PE
Director of Public Services

Division Summary

Division Number	Division Description
10130001	Public Services - Administration
10130003	Streets & Highway Division
10130005	Tree Warden
10130007	Street Lighting

Organizational Chart



MIssion Statement & Primary Functions

Mission Statement

The mission of the Department of Public Services is to provide for the administration, planning, and design of all public works and utility enterprise fund programs and projects. Operations include engineering services; streets and highways; storm water management; street lighting; tree programs; bridges and dams; Onsite Wastewater Management Program; water, wastewater, and solid waste enterprise funds; and all associated capital improvement projects.

Functions

The Department of Public Services is separated into several divisions. The Engineering Division, inclusive of Street Lighting, and the Tree Warden are detailed below. Other divisions, such as the Highway, Water, Wastewater, and Solid Waste Divisions, as well as the Onsite Wastewater Management Program are detailed separately.

Street Lights

The Engineering Division is also responsible for overseeing the Town's street lighting program, which includes street lights on State roads (except interstate 'cobra' lighting), Town roads, municipal parking lots, and warning lights such as flashing lights in school zones.
The Town took ownership of all streetlights in Town as of September 25, 2020, whereby the Town's LED street lighting contractor (SIEMENS) completed all utility pole streetlight conversions to LED as of January 2022. All converted streetlights on State roads have been conveyed to the RI Department of Transportation (RIDOT) in March 2024 for ownership and maintenance. State road streetlights comprise approximately 30% of the total Town street lighting inventory.

Duties include, but are not limited to:

- Responsible for maintenance of streetlights on Town owned roads

Coordinate the repair of ornamental lighting in Downtown Wakefield and municipal parking lot lighting by the Highway Division on an as needed basis.

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
General Fund						
Services	$78,611	$73,586	$37,703	$78,500	$76,000	$84,400
Total General Fund:	**$78,611**	**$73,586**	**$37,703**	**$78,500**	**$76,000**	**$84,400**

Expenditures by Expense Type

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Services						
Street Lighting	10130007-532006	$56,000.00	$55,674.80	$29,553.47	$56,000.00	$56,000.00
Street Light Maintenance	10130007-534000	$22,611.00	$17,911.35	$8,150.00	$22,500.00	$28,400.00
Total Services:		**$78,611.00**	**$73,586.15**	**$37,703.47**	**$78,500.00**	**$84,400.00**
Total Expense Objects:		**$78,611.00**	**$73,586.15**	**$37,703.47**	**$78,500.00**	**$84,400.00**

Leisure Services

Division #	Division Description
40001	Recreation Department - Admin.
40003	Park Maintenance
40005	Athletics Program
40007	Aquatics Program
40009	Leisure Services Program
40013	Creative Activities Program
40090	Harbor Patrol / Natural Resources

Department Headcount (FTE)

Leisure Services	2022-23 Adopted	2023-24 Adopted	2024-25 Adopted	2025-26 Proposed	Incr./(Decr.) Over Prior Year
Total Personnel	**22.94**	**22.94**	**22.94**	**23.94**	**1.00**

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Wages	$1,235,745	$1,068,051	$832,018	$1,311,980	$1,291,822	$1,377,644
Benefits	$415,218	$345,306	$226,998	$421,487	$386,242	$458,630
Services	$499,062	$443,037	$395,768	$629,255	$554,152	$415,959
Capital Outlay	$18,211	$21,509	$21,049	$21,775	$23,475	$26,444
Commodities	$178,561	$146,623	$129,354	$184,311	$187,706	$187,271
Total:	**$2,346,797**	**$2,024,527**	**$1,605,187**	**$2,568,808**	**$2,443,397**	**$2,465,948**

Recreation Department-Administration

Theresa L. Murphy, CPRE
Director of Leisure Services

Division Summary

Division Number	Division Description
10140001	Recreation Department - Administration
10140003	Park Maintenance Division
10140005	Athletics Program
10140007	Aquatics Program
10140009	Leisure Services Program
10140013	Creative Activities Program
10140090	Natural Resources Officer

The Parks & Recreation Department is funded through revenues from the General Fund, as well as the Peace Dale Office Building (PDOB), the Neighborhood Guild, and the Recreation Center. This section details the General Fund, the latter three funds are each detailed separately within the budget document.

The Parks and Recreation Department employs a staff of 19 full-time equivalent employees and over 150 part-time and seasonal employees and independent contractors who work out of the Neighborhood Guild, the Recreation Center, PDOB, or in one of our many parks.

The South Kingstown Recreation Commission, a five-member policy board appointed by the Town Council, is responsible for overseeing policy adherence and development for the Parks and Recreation Department. The Leisure Services Director is responsible for daily administration of all Department operations.

Division Headcount (FTE)

Recreation Department - Administration	Fy2022-23 Adopted	FY2023-24 Adopted	FY2024-25 Adopted	FY2025-26 Proposed	Incr./(Decr.) Prior Year
Total Personnel	4.5	4.5	4.5	4.5	0.00

Organizational Chart

Mission Statement & Primary Functions

Mission Statement

The Parks and Recreation Department serves the community by providing enriching recreation experiences and quality facilities. The objective of the Department is to provide a well-rounded and balanced leisure services program for all segments of the community by striving to attain the following objectives:

- Promote health and wellness through programs that encourage active lifestyles
- Connect all citizens to the community through increased cultural unity by offering programs and facilities that encourage inclusion and participation
- Promote life-long learning through recreational and cultural programs
- Protect and maintain environmental resources
- Develop facilities that will improve the livability of the community, including recreation facilities, parks, open space, greenways, multi-use paths, and diverse play spaces
- Facilitate community problem solving
- Strengthen community image and sense of place
- Maintain a high level of customer service to all patrons
- Ensure the Department is both citizen and professionally driven by the consistent use of program and facility evaluations, and community-wide surveys

Functions

The Parks & Recreation Department is responsible for the organization and administration of all Town-sponsored recreation activities and facilities. The Department is broken into several divisions which serve a variety of functions, including, but not limited to, the following.

Administration

- Oversee administration and management of the Parks and Recreation Department for year-round public recreation and enrichment programs and facilities for all ages
- Oversee and manage long and short-term fiscal operations of the department including annual operating budget, day to day accounts receivable/payable, deposits, and accounts reconciliation
- Recruit and hire part time and seasonal employees for athletics, aquatics, day camp, and community wide programs
- Utilize recreation management software for program and facility tracking, registration, and rentals
- Develop annual Capital Improvement Program in conjunction with the Town Manager's Office
- Manage a staff of 19 full time employees and approximately 200 part time and seasonal employees

FY 2024 - 2025 Priorities

Priorities	Town Council Goals & Objs
Restructure Parks Division staffing to address long-term succession planning for continuation of park management and care. This includes re-establishing a Foreman position within the parks division.	TBF / FI
Restructure Parks Division staffing to address long-term succession planning for continuation of park management and care. This includes re-establishing a Foreman position within the parks division.	TBF / FI
Complete master plan for Old Mountain Field and begin Construction of Park Improvements including restroom and concession buildings.	FI
Explore sponsorship opportunities for covering costs of dog waste bags and dispensers, due to increased demand and associated expenses.	TBF
Seek and secure grant funding to expedite Noyes Farm trail development. Work with stakeholders to establish equitable use of high demand tennis and pickleball courts.	FI / SNR / CEPP
Develop long-term plan for construction of dedicated pickleball facility	FI
Establish a long-term facility plan for Town Beach amenities to respond to coastal erosion and receding shoreline – specifically, relocating playground, shade structures, and scenic pier overlook.	FI
Begin Neighborhood Guild Major Rehabilitation Project	FI
Explore sponsorship opportunities for youth basketball program to offset materials and equipment costs.	TBF
Increase girls' 7^{th}-10^{th} grade participation numbers in the youth basketball program by 10%.	CEPP / TBF
Increase boys' 9th-12th grade participation numbers in the youth basketball program by 10%.	CEPP / TBF
Explore sponsorship opportunities for outdoor tennis leagues to cover costs for court upkeep and net replacement.	TBF / FI
Restructure programs that have declined in attendance numbers focusing on the Nerf program and the drop-in toddler time.	CEPP / TBF
Seek out 3 to 5 new camps to add to our wide variety of current summer camps.	CEPP / TBF
Seek out 3 to 5 new independent contractors for youth programming.	CEPP / TBF
Increase Gaming Program attendance by 10% or add a secondary gaming program option in addition to the current afterschool program.	CEPP / FI
Continue to grow the Counselor-in-training program to maximum attendance.	CEPP / FI

FY 2025 - 2056 Priorities

Proposed Priorities	Town Council Goals & Objs
Develop long-term succession plan for Parks Division management.	TBF / FI
Complete Construction of Old Mountain Field Park Improvement project	FI
Complete Noyes Farm trail development and parking lot construction per Noyes Farm Open Space Management Plan.	FI / SNR / CEPP
Complete Tuckertown Park and Fagan Park Playground Improvement projects funded by ARPA	FI
Establish a long-term facility plan for Town Beach amenities to respond to coastal erosion and receding shoreline – specifically, relocating playground, shade structures, and scenic pier overlook.	FI
Complete Broad Rock Middle School Tennis Court Rehabilitation Project funded by ARPA	FI
Implement a horticultural plan for flower beds in parks, at public buildings and common areas maintained by the Parks Division	TBF
Continue to grow girls' 7th-10th grade participation numbers in the youth basketball program.	CEPP / TBF
Partner with SK School Department to further youth programming like eSports, theater, and cultural arts	**CEPP**
Enhance Program Quality and Variety by introducing at least two new program offerings that focus on different aspects of youth development, such as environmental education or STEM	**CEPP, ET**
Advertise for Youth programming, classes, and camps more actively and effectively.	**CEPP**
Further enhance the training Discovery Camp staff receive prior to the start of Summer.	**ET**
Develop a consistent survey method using CivicRec to seek feedback from participants and to utilize when reviewing and planning future programs.	**CEPP**
Increase participation for women and co-edu softball leagues for summer and fall	**CEPP**
Seek outside sponsorship for adult and youth leagues to offset the cost of the program and maintain affordability.	**CEPP/TBF**
Explore interest in a volunteer to oversee weekend drop-in pickleball and tennis times to assist with rules and game play	**CEPP/ET**
Create and implement a drop in policy for outdoor court use for pickleball and tennis	**CEPP/ET**

Specific Performance Measurements

Recreation Division Description	FY2023-24 Actual	FY2024-25 Anticipated	FY2025-26 Projected	Town Council Goals & Objs
Total Classes/Programs offered	290	325	350	FI / CEPP
Total Program Participants	13,225	12,450	13,000	FI / CEPP
New Classes Offered	20	20	20	FI / CEPP
% of Classes Completed	85%	85%	85%	FI / CEPP
Beach Transferrable Passes Sold	128	135	140	FI / TBF
Beach Resident Seasonal Passes Sold	1,275	1,350	1,500	FI / TBF
Beach non-Resident Season Passes sold	153	165	175	FI / TBF

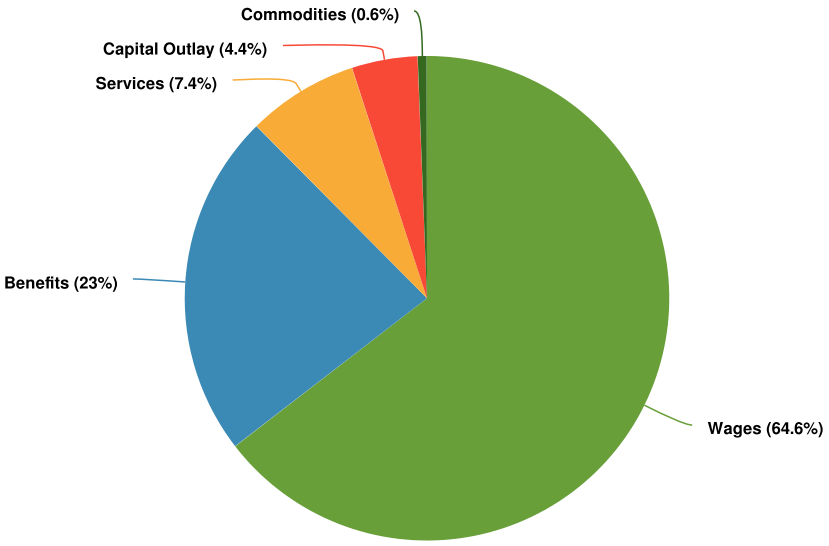
Parks Division Description	FY2023-24 Projected	FY2024-25 Anticipated	FY2025-26 Anticipated	Town Council Goals & Objs
Total Park Acreage	675	675	675	FI
Park Acreage/Full Time Park Staff	71	64.3	61.3	FI
Acreage of Turf Maintained	103	103	103	FI / SNR
Weekly Staff Hours for Mowing/Landscaping	245	245	210	FI
Mutt Mitt Dispensers Maintained	46	50	52	FI
Weekly Staff Hours for Restroom Maintenance	24	24	24	FI
Response Time for Damage or Vandalism Repair	24-48 hrs	24-48 hrs	,24 hrs	FI
Frequency of Park/Playground Inspections	8 wks	6wks	4wks	FI
Park Facility Reservations	6,121	7,000	7,200	FI / CEPP
Park Usage Head Count	386,538	400,000	425,000	FI / CEPP
Total Hours Reserved or Rented	20,080	22,000	24,000	FI / CEPP
Park Rental Income	$54,928	$56,000	$58,000	FI / TBF / CEPP

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Wages	$206,698	$199,108	$135,393	$213,776	$204,989	$226,424
Benefits	$84,129	$73,501	$49,845	$69,091	$67,130	$81,388
Services	$18,887	$13,432	$14,344	$19,950	$16,707	$25,980
Capital Outlay	$8,879	$10,110	$10,777	$11,665	$11,665	$15,450
Commodities	$2,100	$1,525	$1,389	$2,120	$1,820	$2,120
Total:	**$320,693**	**$297,675**	**$211,748**	**$316,601**	**$302,311**	**$351,362**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10140001-511001	$204,248.00	$195,748.10	$130,068.21	$210,405.75	$220,546.91
Overtime	10140001-511004	$500.00	$1,052.35	$867.41	$800.00	$800.00
Retirement/Vacation Reimb.	10140001-511005	$0.00	$0.00	$484.50	$0.00	$0.00
Longevity	10140001-511006	$1,950.00	$2,307.23	$3,972.82	$2,569.79	$5,077.51
Total Wages:		**$206,698.00**	**$199,107.68**	**$135,392.94**	**$213,775.54**	**$226,424.42**
Benefits						
FICA	10140001-522250	$15,459.00	$14,981.47	$10,131.10	$16,106.33	$16,188.88
Municipal Employees Retirement	10140001-522300	$25,940.00	$24,914.83	$17,894.28	$24,099.49	$26,103.80
State Retirement Defined Cont.	10140001-522301	$2,333.00	$2,250.84	$1,522.19	$2,424.80	$2,461.07
Medical Insur-Active Employees	10140001-522818	$34,381.00	$25,397.17	$17,359.39	$18,712.98	$26,731.00
Dental Insur-Active Employees	10140001-522822	$2,020.00	$1,640.52	$947.32	$1,751.16	$1,807.00
Insurance Buyback	10140001-522840	$2,000.00	$3,076.96	$1,397.39	$4,000.00	$6,000.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Life Insurance	10140001-522850	$296.00	$279.62	$180.20	$295.80	$295.80
Travel Expenses	10140001-538014	$600.00	$62.23	$0.00	$600.00	$600.00
Educational Expenses	10140001-538016	$900.00	$897.41	$413.00	$900.00	$1,000.00
Uniforms And Other Clothing	10140001-540038	$200.00	$0.00	$0.00	$200.00	$200.00
Total Benefits:		**$84,129.00**	**$73,501.05**	**$49,844.87**	**$69,090.56**	**$81,387.55**
Services						
Copy Machine Services	10140001-530064	$1,250.00	$689.18	$668.37	$1,250.00	$1,250.00
Professional Services	10140001-530111	$1,775.00	$0.00	$0.00	$1,700.00	$900.00
Employee Training	10140001-530801	$0.00	$0.00	$0.00	$875.00	$875.00
Telephone	10140001-532000	$252.00	$207.19	$0.00	$275.00	$0.00
Computer/Software Maintenance	10140001-534016	$2,883.00	$2,065.00	$2,065.00	$2,937.50	$9,678.00
Asset Management Software	10140001-534017	$4,392.00	$4,302.08	$4,302.08	$4,392.00	$4,392.00
Advertising	10140001-538012	$400.00	$96.26	$215.00	$410.00	$410.00
Postage	10140001-538020	$1,000.00	$0.00	$0.00	$1,000.00	$1,000.00
Printing Expenses	10140001-538022	$4,050.00	$3,199.80	$4,150.00	$4,150.00	$4,500.00
Licenses And Dues	10140001-538030	$2,885.00	$2,872.11	$2,943.70	$2,960.00	$2,975.00
Total Services:		**$18,887.00**	**$13,431.62**	**$14,344.15**	**$19,949.50**	**$25,980.00**
Capital Outlay						
Non-Major Technology Reserve	10140001-530044	$8,879.00	$8,879.00	$10,465.00	$10,465.00	$14,250.00
Office Equipment	10140001-550004	$0.00	$1,231.00	$312.35	$1,200.00	$1,200.00
Total Capital Outlay:		**$8,879.00**	**$10,110.00**	**$10,777.35**	**$11,665.00**	**$15,450.00**
Commodities						
Office Materials & Supplies	10140001-540012	$1,400.00	$1,029.39	$1,000.00	$1,400.00	$1,400.00
Rec Materials & Supplies	10140001-540016	$100.00	$0.00	$28.95	$120.00	$120.00
Miscellaneous Expenses	10140001-580100	$600.00	$495.52	$360.00	$600.00	$600.00
Total Commodities:		**$2,100.00**	**$1,524.91**	**$1,388.95**	**$2,120.00**	**$2,120.00**
Total Expense Objects:		**$320,693.00**	**$297,675.26**	**$211,748.26**	**$316,600.60**	**$351,361.98**

Park Maintenance

Rex Eberly
Deputy Director / Parks Superintendent

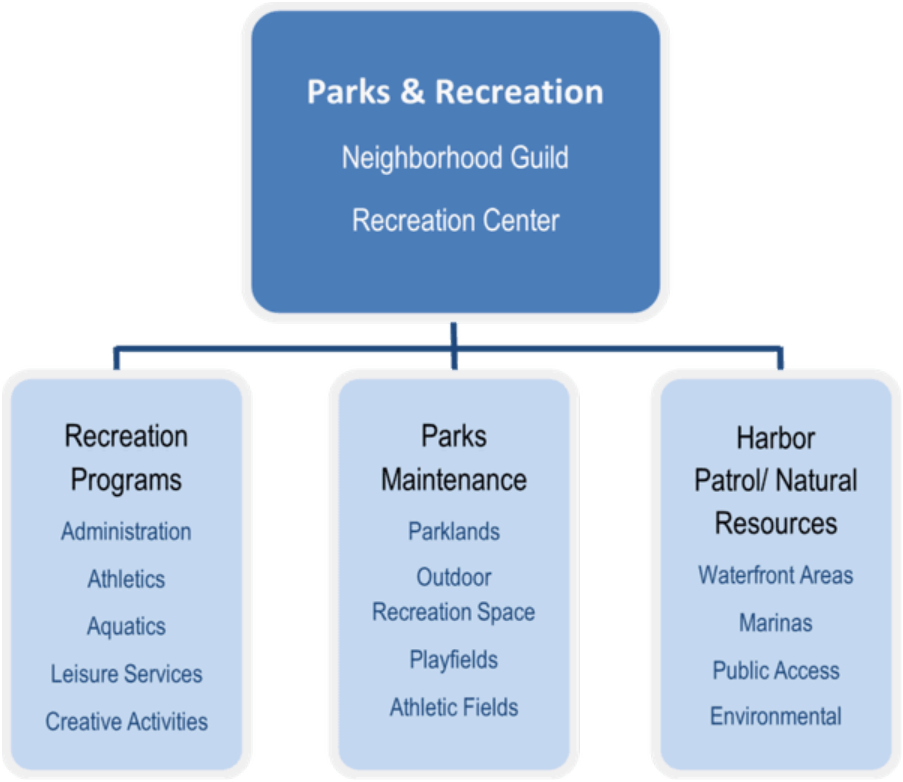
Division Summary

Division Number	Division Description
10140001	Recreation Department - Administration
10140003	Park Maintenance Division
10140005	Athletics Program
10140007	Aquatics Program
10140009	Leisure Services Program
10140013	Creative Activities Program
10140090	Natural Resources Officer

Department Headcount (FTE)

Park Maintenance Division	Fy2022-23 Adopted	FY2023-24 Adopted	FY2024-25 Proposed	FY2025-26 Proposed	Incr./(Decr.) Prior Year
Total Personnel	9.00	9.00	9.00	10.00	0.00

Organizational Chart



Mission Statement & Primary Functions

Mission Statement

The Parks and Recreation Department serves the community by providing enriching recreation experiences and quality facilities. The objective of the Department is to provide a well-rounded and balanced leisure services program for all segments of the community by striving to attain the following objectives:

- Promote health and wellness through programs that encourage active lifestyles
- Connect all citizens to the community through increased cultural unity by offering programs and facilities that encourage inclusion and participation
- Promote life-long learning through recreational and cultural programs
- Protect and maintain environmental resources
- Develop facilities that will improve the livability of the community, including recreation facilities, parks, open space, greenways, multi-use paths, and diverse play spaces
- Facilitate community problem solving
- Strengthen community image and sense of place
- Maintain a high level of customer service to all patrons
- Ensure the Department is both citizen and professionally driven by the consistent use of program and facility evaluations, and community-wide surveys

Functions

The Parks & Recreation Department is responsible for the organization and administration of all Town-sponsored recreation activities and facilities. The Department is broken into several divisions which serve a variety of functions, including, but not limited to, the following.

Park Maintenance
The Parks division is responsible for the care and maintenance of all Town parks, municipal grounds, athletic fields, school athletic fields, and various public green spaces.

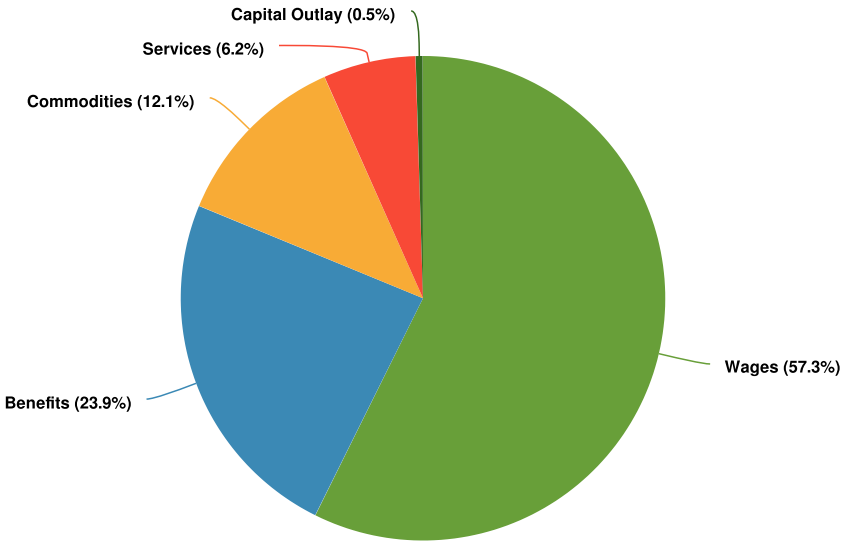
- Maintain 13 baseball/softball fields and 8 rectangular fields (football, soccer, lacrosse, and field hockey) for use by youth and adult leagues and the high school interscholastic sports program
- Coordinate scheduling of all athletic fields, and public park areas for interscholastic sports, youth programs, department leagues and events, and private rentals for sports and special events.
- Operate and maintain 18 public parks and the William C. O'Neill, and South County Commons Bike Paths
- Inspect and maintain 13 children's playgrounds
- Mow over 250 acres of lawn area each week mid-April to late October
- In coordination with the Facilities Division, operate and maintain approximately 80,000 square feet of indoor facility space including the Neighborhood Guild, Stepping Stone School, Tri Pond Nature Center, Parks maintenance garage, the Main Street comfort station, and the community recreation center
- Operate and maintain 7 public restroom facilities throughout the park system
- Operate and maintain an 18-hole disc golf course at Curtis Corner Playfields;
- Maintain over 30 pet waste bag dispensers and disposal barrels throughout the park system
- Carry out planned capital improvement projects that are identified annually in the Town's Capital Improvement Program
- Maintain and develop the network of municipal nature trails

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Wages	$661,139	$568,457	$425,999	$685,645	$702,677	$720,012
Benefits	$277,331	$221,468	$139,306	$281,769	$260,715	$302,481
Services	$136,229	$118,243	$101,231	$241,252	$248,831	$77,484
Capital Outlay	$5,350	$8,227	$1,892	$5,490	$5,490	$6,090
Commodities	$144,494	$120,374	$110,426	$148,976	$155,756	$152,031
Total:	**$1,224,543**	**$1,036,769**	**$778,854**	**$1,363,132**	**$1,373,469**	**$1,258,098**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10140003-511001	$520,101.00	$465,851.12	$311,764.87	$542,036.29	$648,919.66
Seasonal Salaries	10140003-511003	$115,200.00	$72,495.50	$22,597.00	$118,080.00	$46,080.00
Overtime	10140003-511004	$10,860.00	$9,835.66	$21,334.57	$11,131.50	$12,500.00
Retirement/Vacation Reimb.	10140003-511005	$0.00	$6,016.57	$57,279.88	$0.00	$0.00
Longevity	10140003-511006	$14,978.00	$14,258.00	$13,022.79	$14,397.18	$12,512.55
Total Wages:		**$661,139.00**	**$568,456.85**	**$425,999.11**	**$685,644.97**	**$720,012.22**
Benefits						
FICA	10140003-522250	$48,192.00	$42,215.61	$31,962.30	$51,735.77	$54,442.48
Municipal Employees Retirement	10140003-522300	$67,314.00	$60,184.85	$42,259.91	$72,534.45	$87,145.15
State Retirement Defined Cont.	10140003-522301	$6,086.00	$5,521.67	$3,453.32	$6,531.46	$7,003.53
Medical Insur-Active Employees	10140003-522818	$139,883.00	$97,970.92	$52,290.97	$133,679.60	$129,232.00
Dental Insur-Active Employees	10140003-522822	$7,023.00	$5,044.06	$2,472.90	$6,249.96	$6,873.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Insurance Buyback	10140003-522840	$3,800.00	$5,966.71	$4,256.21	$6,000.00	$12,250.00
Life Insurance	10140003-522850	$628.00	$549.38	$392.61	$632.40	$734.40
Uniforms And Other Clothing	10140003-540038	$4,405.00	$4,014.65	$2,218.11	$4,405.00	$4,800.00
Total Benefits:		**$277,331.00**	**$221,467.85**	**$139,306.33**	**$281,768.64**	**$302,480.55**
Services						
Cleaning Services	10140003-530012	$2,766.00	$2,100.81	$856.90	$2,765.88	$2,765.88
Refuse Disposal	10140003-530014	$4,850.00	$4,106.11	$4,406.27	$4,850.00	$5,842.00
Agricultural Services	10140003-530078	$2,900.00	$0.00	$2,900.00	$2,900.00	$3,200.00
Professional Services	10140003-530111	$1,775.00	$20.35	$75.00	$101,775.00	$1,775.00
Employee Training	10140003-530801	$0.00	$0.00	$0.00	$1,125.00	$1,125.00
Telephone	10140003-532000	$1,920.00	$2,042.01	$994.87	$2,256.00	$2,520.00
Electricity	10140003-532004	$50,005.00	$52,050.39	$40,674.81	$50,080.01	$0.00
Wastewater Fees	10140003-532010	$2,250.00	$1,585.00	$2,200.00	$2,250.00	$0.00
Water Fees	10140003-532012	$16,883.00	$12,192.79	$10,695.21	$17,205.00	$0.00
Motor Vehicles Maintenance	10140003-534010	$7,200.00	$7,465.20	$1,995.46	$8,280.00	$8,500.00
Maintenance Of General Equip	10140003-534018	$7,500.00	$8,968.53	$8,305.05	$8,625.00	$9,056.25
Maintenance Of Buildings	10140003-534020	$31,100.00	$22,731.00	$23,302.83	$31,700.00	$31,700.00
Rents	10140003-538028	$7,080.00	$4,980.62	$4,825.00	$7,440.00	$11,000.00
Total Services:		**$136,229.00**	**$118,242.81**	**$101,231.40**	**$241,251.89**	**$77,484.13**
Capital Outlay						
General Equipment & Machinery	10140003-550006	$5,350.00	$8,227.37	$1,891.75	$5,490.00	$6,090.00
Total Capital Outlay:		**$5,350.00**	**$8,227.37**	**$1,891.75**	**$5,490.00**	**$6,090.00**
Commodities						
Janitorial Materials & Supp	10140003-540014	$12,618.00	$10,899.02	$11,276.27	$13,548.00	$15,221.00
Rec Materials & Supplies	10140003-540016	$8,667.00	$7,568.00	$5,693.81	$9,404.00	$10,104.00
Elect Materials & Supplies	10140003-540018	$3,500.00	$3,277.21	$3,500.00	$3,500.00	$3,500.00
Agri Materials & Supplies	10140003-540022	$50,100.00	$46,582.53	$45,953.82	$52,100.00	$53,920.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Chemicals And Gases	10140003-540024	$490.00	$0.00	$0.00	$490.00	$490.00
Bldg & Const Materials & Supp	10140003-540026	$5,200.00	$3,070.68	$4,011.69	$5,200.00	$5,000.00
Motor Vehicle Materials & Supp	10140003-540028	$5,900.00	$6,079.48	$3,186.28	$6,490.00	$6,200.00
Medical & Lab Materials & Supp	10140003-540030	$200.00	$0.00	$275.00	$275.00	$350.00
General Hardware & Tools	10140003-540032	$1,400.00	$533.98	$36.98	$1,400.00	$1,400.00
Signage Materials & Supplies	10140003-540034	$7,574.00	$4,976.04	$5,991.64	$7,574.00	$6,024.00
Equipment & Machine Parts	10140003-540036	$3,500.00	$2,577.71	$13,366.64	$3,500.00	$3,500.00
Fuels And Lubricants	10140003-540040	$41,355.00	$31,888.08	$15,408.71	$41,355.00	$42,182.10
HVAC Materials & Supplies	10140003-540050	$3,990.00	$2,921.25	$1,725.00	$4,140.00	$4,140.00
Total Commodities:		**$144,494.00**	**$120,373.98**	**$110,425.84**	**$148,976.00**	**$152,031.10**
Total Expense Objects:		**$1,224,543.00**	**$1,036,768.86**	**$778,854.43**	**$1,363,131.50**	**$1,258,097.99**

Athletics Program

Lenka Capek
Recreation Supervisor

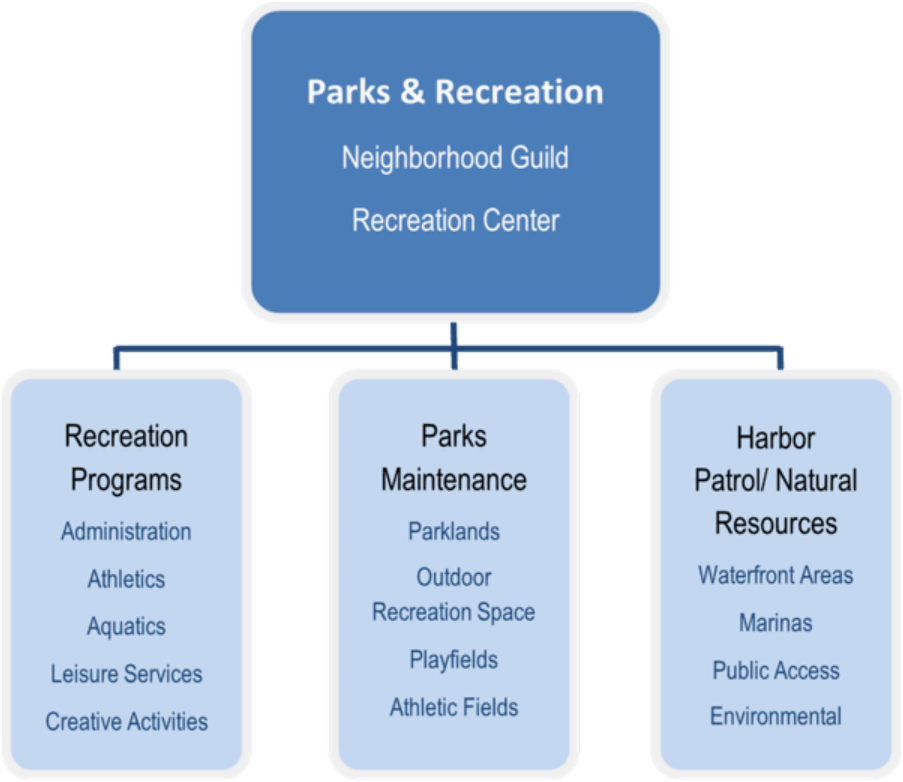
Division Summary

Division Number	Division Description
10140001	Recreation Department - Administration
10140003	Park Maintenance Division
10140005	Athletics Program
10140007	Aquatics Program
10140009	Leisure Services Program
10140013	Creative Activities Program
10140090	Natural Resources Officer

Division Headcount (FTE)

Recreation Department - Athletics	Fy2022-23 Adopted	FY2023-24 Adopted	FY2024-25 Adopted	FY2025-26 Proposed	Incr./(Decr.) Prior Year
Total Personnel	.5	.5	.5	.5	0.00

Organizational Chart



Mission Statement & Primary Functions

Mission Statement

The Parks and Recreation Department serves the community by providing enriching recreation experiences and quality facilities. The objective of the Department is to provide a well-rounded and balanced leisure services program for all segments of the community by striving to attain the following objectives:

- Promote health and wellness through programs that encourage active lifestyles
- Connect all citizens to the community through increased cultural unity by offering programs and facilities that encourage inclusion and participation
- Promote life-long learning through recreational and cultural programs
- Protect and maintain environmental resources
- Develop facilities that will improve the livability of the community, including recreation facilities, parks, open space, greenways, multi-use paths, and diverse play spaces
- Facilitate community problem solving
- Strengthen community image and sense of place
- Maintain a high level of customer service to all patrons
- Ensure the Department is both citizen and professionally driven by the consistent use of program and facility evaluations, and community-wide surveys

Functions

The Parks & Recreation Department is responsible for the organization and administration of all Town-sponsored recreation activities and facilities. The Department is broken into several divisions which serve a variety of functions, including, but not limited to, the following.

Athletics

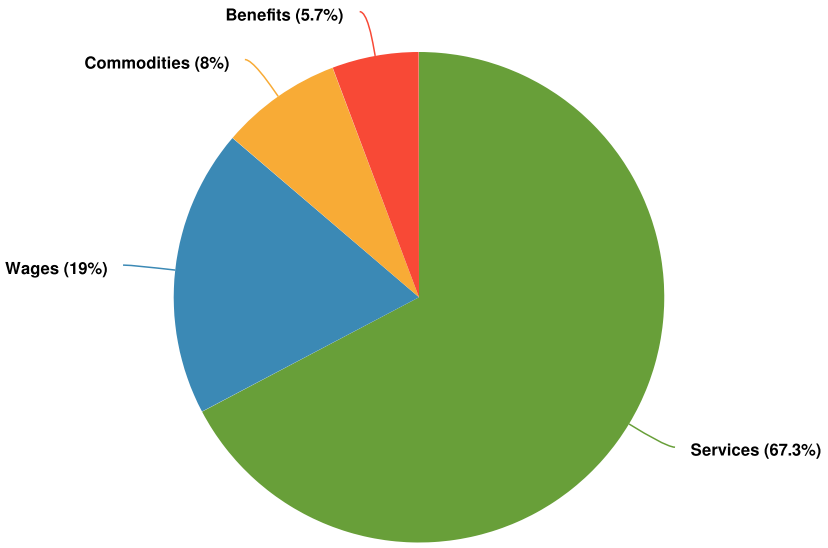
- Plan and coordinate the department's Youth Basketball Program comprised of approximately 450 youth ages 5 through 18; and involves instructional and recreational components
- Plan and coordinate Adult Recreational Softball League comprised of approximately 700 participants; and involves establishment of men's, women's, and co-ed leagues for spring/summer and fall seasons
- Plan and coordinate youth and adult tennis lessons, and adult tennis leagues and drop-in programs;
- Plan approximately 30 different youth school vacation and summer camp programs, utilizing independent contractors for sports such as soccer, basketball, lacrosse, field hockey, baseball flag football, and tennis
- Assign and manage part time staff to assist with officiating, scorekeeping, and general oversight of seasonal programs
- Develop new programming to meet the needs of the community
- Perform ongoing assessment of programming

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Wages	$32,985	$32,494	$22,249	$35,378	$33,308	$39,280
Benefits	$10,086	$10,190	$7,048	$10,748	$10,749	$11,941
Services	$142,580	$145,435	$120,099	$156,050	$129,311	$139,286
Commodities	$15,470	$13,860	$9,490	$16,820	$15,560	$16,625
Total:	**$201,121**	**$201,979**	**$158,886**	**$218,997**	**$188,928**	**$207,131**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10140005-511001	$25,310.00	$26,410.79	$18,524.58	$26,308.39	$29,910.40
Seasonal Salaries	10140005-511003	$6,975.00	$4,824.75	$3,384.00	$8,370.00	$8,370.00
Overtime	10140005-511004	$700.00	$1,258.87	$340.52	$700.00	$700.00
Longevity	10140005-511006	$0.00	$0.00	$0.00	$0.00	$299.10
Total Wages:		**$32,985.00**	**$32,494.41**	**$22,249.10**	**$35,378.39**	**$39,279.50**
Benefits						
FICA	10140005-522250	$2,448.00	$2,409.31	$1,652.09	$2,545.50	$2,812.11
Municipal Employees Retirement	10140005-522300	$3,184.00	$3,301.48	$2,472.95	$3,429.46	$4,081.30
State Retirement Defined Cont.	10140005-522301	$254.00	$262.34	$185.18	$268.35	$299.10
Medical Insur-Active Employees	10140005-522818	$3,989.00	$4,002.01	$2,609.40	$4,289.58	$4,528.00
Dental Insur-Active Employees	10140005-522822	$160.00	$159.84	$94.01	$164.58	$169.00
Life Insurance	10140005-522850	$51.00	$55.25	$34.00	$51.00	$51.00
Total Benefits:		**$10,086.00**	**$10,190.23**	**$7,047.63**	**$10,748.47**	**$11,940.52**

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Services						
Professional Services	10140005-530111	$142,380.00	$145,435.05	$120,099.00	$155,850.00	$139,286.00
Printing Expenses	10140005-538022	$200.00	$0.00	$0.00	$200.00	$0.00
Total Services:		**$142,580.00**	**$145,435.05**	**$120,099.00**	**$156,050.00**	**$139,286.00**
Commodities						
Rec Materials & Supplies	10140005-540016	$15,470.00	$13,859.51	$9,490.16	$16,820.00	$16,625.00
Total Commodities:		**$15,470.00**	**$13,859.51**	**$9,490.16**	**$16,820.00**	**$16,625.00**
Total Expense Objects:		**$201,121.00**	**$201,979.20**	**$158,885.89**	**$218,996.86**	**$207,131.02**

Aquatics Program

Lenka Capek
Recreation Supervisor

Division Summary

Division Number	Division Description
10140001	Recreation Department - Administration
10140003	Park Maintenance Division
10140005	Athletics Program
10140007	Aquatics Program
10140009	Leisure Services Program
10140013	Creative Activities Program
10140090	Natural Resources Officer

Organizational Chart

Mission Statement & Primary Functions

Mission Statement

The Parks and Recreation Department serves the community by providing enriching recreation experiences and quality facilities. The objective of the Department is to provide a well-rounded and balanced leisure services program for all segments of the community by striving to attain the following objectives:

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Functions

The Parks & Recreation Department is responsible for the organization and administration of all Town-sponsored recreation activities and facilities. The Department is broken into several divisions which serve a variety of functions, including, but not limited to, the following.

Aquatics

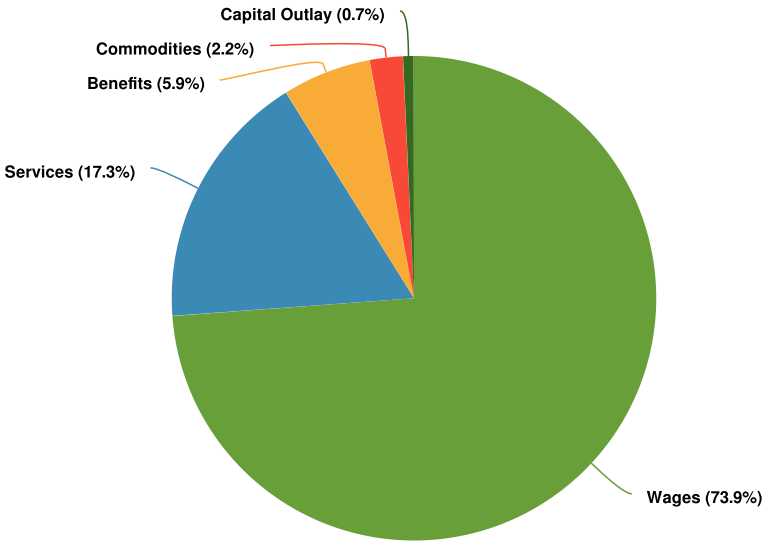
- Manage day-to-day seasonal operation of the South Kingstown Town Beach
- Recruit, hire, and train seasonal lifeguards, gate attendants, facility maintenance, and security staff
- Manage sales and collection of daily gate fees, season stickers, and cottage passes, daily reconciliation, and deposit of gate receipts
- Manage pavilion and restroom facilities
- Monitor beach patron activity

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Wages	$193,417	$137,905	$149,309	$221,451	$201,913	$233,060
Benefits	$15,596	$11,229	$11,422	$17,741	$16,246	$18,680
Services	$96,100	$51,039	$40,596	$79,020	$43,498	$54,569
Capital Outlay	$2,000	$1,270	$2,394	$2,379	$4,079	$2,279
Commodities	$6,795	$3,653	$3,173	$6,795	$6,820	$6,995
Total:	**$313,908**	**$205,095**	**$206,895**	**$327,386**	**$272,556**	**$315,583**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Seasonal Salaries	10140007-511003	$179,398.00	$118,810.03	$132,395.09	$201,843.00	$211,619.00
Overtime	10140007-511004	$14,019.00	$19,094.58	$16,913.63	$19,608.00	$21,441.00
Total Wages:		**$193,417.00**	**$137,904.61**	**$149,308.72**	**$221,451.00**	**$233,060.00**
Benefits						
FICA	10140007-522250	$14,796.00	$10,549.71	$11,422.12	$16,941.00	$17,880.00
Uniforms And Other Clothing	10140007-540038	$800.00	$679.00	$0.00	$800.00	$800.00
Total Benefits:		**$15,596.00**	**$11,228.71**	**$11,422.12**	**$17,741.00**	**$18,680.00**
Services						
Refuse Disposal	10140007-530014	$1,890.00	$2,320.77	$585.00	$1,890.00	$1,890.00
Professional Services	10140007-530111	$87,120.00	$43,894.13	$34,708.00	$70,040.00	$47,539.00
Telephone	10140007-532000	$500.00	$506.22	$651.47	$500.00	$500.00
Electricity	10140007-532004	$950.00	$768.70	$674.02	$950.00	$0.00
Water Fees	10140007-532012	$1,000.00	$665.53	$933.64	$1,000.00	$0.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Maintenance Of Buildings	10140007-534020	$1,700.00	$0.00	$1,524.00	$1,700.00	$1,700.00
Printing Expenses	10140007-538022	$1,700.00	$1,783.37	$1,000.00	$1,700.00	$1,700.00
Rents	10140007-538028	$1,240.00	$1,100.00	$520.00	$1,240.00	$1,240.00
Total Services:		**$96,100.00**	**$51,038.72**	**$40,596.13**	**$79,020.00**	**$54,569.00**
Capital Outlay						
Safety Related Equipment	10140007-550024	$2,000.00	$1,270.00	$2,394.20	$2,379.00	$2,279.00
Total Capital Outlay:		**$2,000.00**	**$1,270.00**	**$2,394.20**	**$2,379.00**	**$2,279.00**
Commodities						
Janitorial Materials & Supp	10140007-540014	$3,175.00	$2,704.79	$2,290.70	$3,175.00	$3,175.00
Rec Materials & Supplies	10140007-540016	$700.00	$698.92	$700.00	$700.00	$700.00
Bldg & Const Materials & Supp	10140007-540026	$2,140.00	$249.00	$0.00	$2,140.00	$2,140.00
General Hardware & Tools	10140007-540032	$200.00	$0.00	$0.00	$200.00	$200.00
Signage Materials & Supplies	10140007-540034	$580.00	$0.00	$0.00	$580.00	$580.00
Miscellaneous Expenses	10140007-580100	$0.00	$0.00	$182.73	$0.00	$200.00
Total Commodities:		**$6,795.00**	**$3,652.71**	**$3,173.43**	**$6,795.00**	**$6,995.00**
Total Expense Objects:		**$313,908.00**	**$205,094.75**	**$206,894.60**	**$327,386.00**	**$315,583.00**

Leisure Services Program

Lenka Capek
Recreation Supervisor

Division Summary

Division Number	Division Description
10140001	Recreation Department - Administration
10140003	Park Maintenance Division
10140005	Athletics Program
10140007	Aquatics Program
10140009	Leisure Services Program
10140013	Creative Activities Program
10140090	Natural Resources Officer

Organizational Chart

Mission Statement & Primary Functions

Mission Statement

The Parks and Recreation Department serves the community by providing enriching recreation experiences and quality facilities. The objective of the Department is to provide a well-rounded and balanced leisure services program for all segments of the community by striving to attain the following objectives:

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Functions

The Parks & Recreation Department is responsible for the organization and administration of all Town-sponsored recreation activities and facilities. The Department is broken into several divisions which serve a variety of functions, including, but not limited to, the following.

leisure services

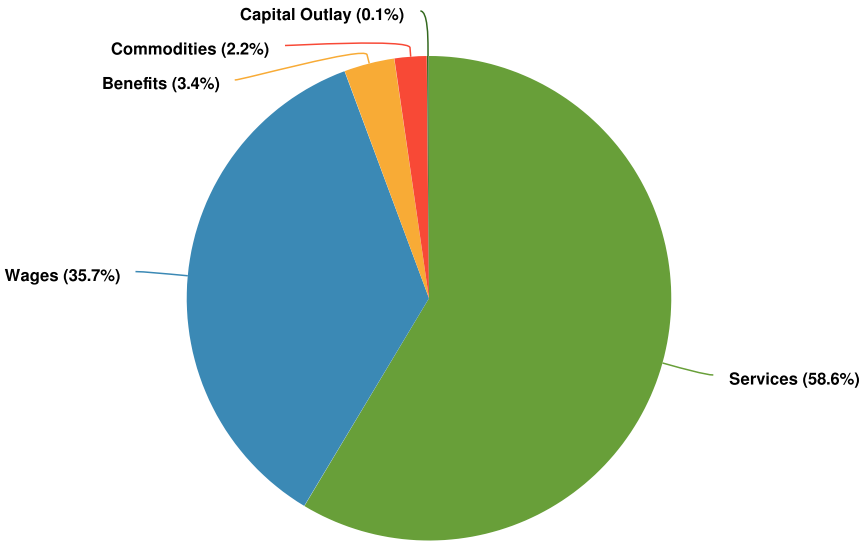
- Plan and implement large scale community wide programs such as the annual 4th of July Independence Day celebration, Community Yard Sale, Fishing Derby, and Easter Egg Hunt
- Seek financial support of programs through sponsorship opportunities
- Plan and implement Discovery Camp, a summer day camp program for children ages 6-12
- Promote and market programs through various forms of traditional and social media, including Facebook and Twitter

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Wages	$48,201	$37,541	$41,542	$55,564	$48,768	$56,405
Benefits	$4,687	$3,872	$3,178	$5,251	$4,681	$5,315
Services	$89,165	$96,330	$103,188	$100,425	$87,312	$92,484
Capital Outlay	$200	$660	$0	$200	$200	$200
Commodities	$4,300	$3,785	$1,495	$4,000	$2,850	$3,400
Total:	**$146,553**	**$142,187**	**$149,403**	**$165,440**	**$143,811**	**$157,804**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Seasonal Salaries	10140009-511003	$47,112.00	$36,631.10	$40,369.63	$54,475.00	$55,316.00
Overtime	10140009-511004	$1,089.00	$909.76	$1,172.56	$1,089.00	$1,089.00
Total Wages:		**$48,201.00**	**$37,540.86**	**$41,542.19**	**$55,564.00**	**$56,405.00**
Benefits						
FICA	10140009-522250	$3,687.00	$2,871.92	$3,177.97	$4,251.00	$4,315.00
Uniforms And Other Clothing	10140009-540038	$1,000.00	$1,000.00	$0.00	$1,000.00	$1,000.00
Total Benefits:		**$4,687.00**	**$3,871.92**	**$3,177.97**	**$5,251.00**	**$5,315.00**
Services						
Professional Services	10140009-530111	$81,550.00	$88,498.41	$96,416.74	$92,535.00	$87,464.00
Electricity	10140009-532004	$900.00	$855.78	$550.48	$900.00	$0.00
Water Fees	10140009-532012	$225.00	$180.22	$156.00	$225.00	$0.00
Propane	10140009-532014	$1,000.00	$764.07	$1,025.00	$1,025.00	$0.00
Maintenance Of Buildings	10140009-534020	$450.00	$1,048.39	$700.00	$700.00	$700.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Rents	10140009-538028	$5,040.00	$4,982.82	$4,340.00	$5,040.00	$4,320.00
Total Services:		**$89,165.00**	**$96,329.69**	**$103,188.22**	**$100,425.00**	**$92,484.00**
Capital Outlay						
Recreational Equipment	10140009-550018	$200.00	$659.99	$0.00	$200.00	$200.00
Total Capital Outlay:		**$200.00**	**$659.99**	**$0.00**	**$200.00**	**$200.00**
Commodities						
Janitorial Materials & Supp	10140009-540014	$300.00	$0.00	$0.00	$300.00	$300.00
Rec Materials & Supplies	10140009-540016	$4,000.00	$3,784.50	$1,494.65	$3,700.00	$3,100.00
Total Commodities:		**$4,300.00**	**$3,784.50**	**$1,494.65**	**$4,000.00**	**$3,400.00**
Total Expense Objects:		**$146,553.00**	**$142,186.96**	**$149,403.03**	**$165,440.00**	**$157,804.00**

Creative Activities Program

Lenka Capek
Recreation Supervisor

Division Summary

Division Number	Division Description
10140001	Recreation Department - Administration
10140003	Park Maintenance Division
10140005	Athletics Program
10140007	Aquatics Program
10140009	Leisure Services Program
10140013	Creative Activities Program
10140090	Natural Resources Officer

Division Headcount (FTE)

Creative Activities	Fy2022-23 Adopted	FY2023-24 Adopted	FY2024-25 Adopted	FY2025-26 Proposed	Incr./(Decr.) Prior Year
Total Personnel	2.5	2.5	2.5	2.5	0.00

Organizational Chart

Mission Statement & Primary Functions

Mission Statement

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- Strengthen community image and sense of place
- Maintain a high level of customer service to all patrons
- Ensure the Department is both citizen and professionally driven by the consistent use of program and facility evaluations, and community-wide surveys

Functions

The Parks & Recreation Department is responsible for the organization and administration of all Town-sponsored recreation activities and facilities. The Department is broken into several divisions which serve a variety of functions, including, but not limited to, the following.

Creative Activities

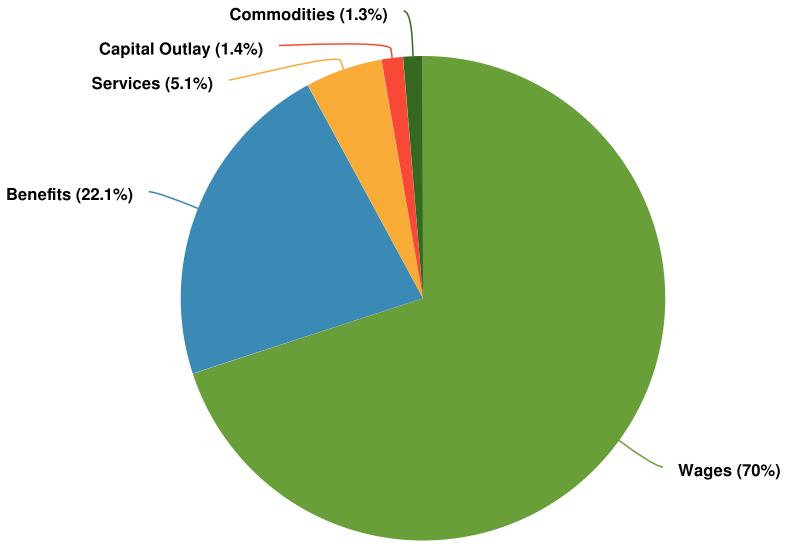
- Manage Stepping Stone Preschool, licensed by the RI Department of Children Youth and Families
- Offer daily instruction and activity for children ages 3- to 5-year-olds
- Plan and administer programs for pre-school aged children including Safety First

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Wages	$55,433	$51,568	$29,627	$57,456	$57,456	$58,600
Benefits	$6,441	$7,403	$4,371	$17,882	$7,717	$18,743
Services	$11,186	$13,524	$10,836	$12,202	$11,618	$4,299
Capital Outlay	$1,100	$560	$5,045	$1,100	$1,100	$1,200
Commodities	$1,100	$759	$718	$1,100	$1,100	$1,100
Total:	**$75,260**	**$73,814**	**$50,596**	**$89,740**	**$78,991**	**$83,942**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Part-Time Salaries	10140013-511002	$55,433.00	$50,941.35	$28,305.68	$57,456.39	$58,599.67
Seasonal Salaries	10140013-511003	$0.00	$626.50	$1,320.90	$0.00	$0.00
Total Wages:		**$55,433.00**	**$51,567.85**	**$29,626.58**	**$57,456.39**	**$58,599.67**
Benefits						
FICA	10140013-522250	$4,241.00	$3,944.87	$2,266.43	$4,418.18	$4,387.76
Municipal Employees Retirement	10140013-522300	$2,200.00	$3,203.55	$1,957.65	$4,967.79	$5,303.04
State Retirement Defined Cont.	10140013-522301	$0.00	$254.67	$146.62	$388.72	$392.53
Medical Insur-Active Employees	10140013-522818	$0.00	$0.00	$0.00	$8,107.06	$8,558.00
Life Insurance	10140013-522850	$0.00	$0.00	$0.00	$0.00	$102.00
Total Benefits:		**$6,441.00**	**$7,403.09**	**$4,370.70**	**$17,881.75**	**$18,743.32**
Services						
Refuse Disposal	10140013-530014	$350.00	$414.65	$292.24	$375.00	$450.00
Internet Access	10140013-530066	$840.00	$999.44	$551.92	$840.00	$1,000.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Professional Services	10140013-530111	$500.00	$351.13	$500.00	$779.00	$779.00
Telephone	10140013-532000	$540.00	$434.86	$263.06	$540.00	$540.00
Fuel - Oil	10140013-532002	$4,860.00	$3,682.65	$4,860.00	$4,860.00	$0.00
Electricity	10140013-532004	$2,200.00	$2,609.62	$2,820.33	$2,640.00	$0.00
Wastewater Fees	10140013-532010	$350.00	$350.00	$400.00	$350.00	$0.00
Water Fees	10140013-532012	$246.00	$204.31	$246.00	$288.00	$0.00
Maintenance Of Buildings	10140013-534020	$800.00	$3,970.79	$902.33	$1,000.00	$1,000.00
Rents	10140013-538028	$500.00	$507.00	$0.00	$530.00	$530.00
Total Services:		**$11,186.00**	**$13,524.45**	**$10,835.88**	**$12,202.00**	**$4,299.00**
Capital Outlay						
Recreational Equipment	10140013-550018	$200.00	$210.00	$44.84	$200.00	$200.00
Building Improvements	10140013-570004	$900.00	$350.00	$5,000.00	$900.00	$1,000.00
Total Capital Outlay:		**$1,100.00**	**$560.00**	**$5,044.84**	**$1,100.00**	**$1,200.00**
Commodities						
Janitorial Materials & Supp	10140013-540014	$500.00	$363.59	$300.00	$500.00	$500.00
Rec Materials & Supplies	10140013-540016	$600.00	$395.24	$418.38	$600.00	$600.00
Total Commodities:		**$1,100.00**	**$758.83**	**$718.38**	**$1,100.00**	**$1,100.00**
Total Expense Objects:		**$75,260.00**	**$73,814.22**	**$50,596.38**	**$89,740.14**	**$83,942.00**

Natural Resources Officer

Michael Stach
NRO / Harbor Master

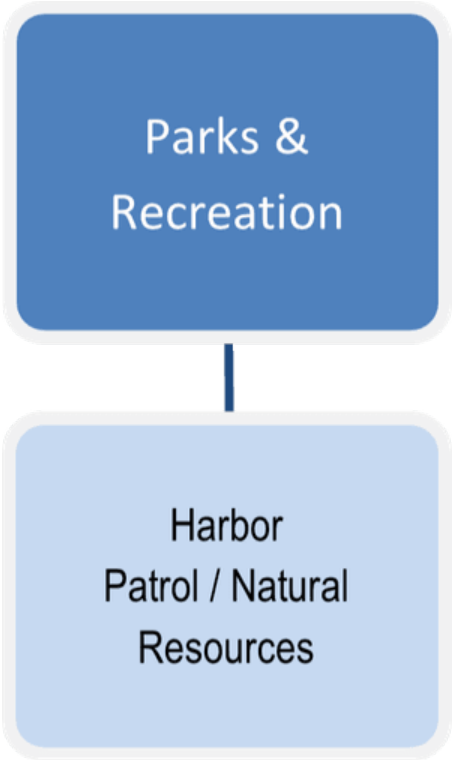
Division Summary

Division Number	Division Description
10140001	Recreation Department - Administration
10140003	Park Maintenance Division
10140005	Athletics Program
10140007	Aquatics Program
10140009	Leisure Services Program
10140013	Creative Activities Program
10140090	Natural Resources Officer

Department Headcount (FTE)

NRO - Harbor Patrol	FY2022-23 Adopted	FY2023-24 Adopted	FY2024-25 Adopted	FY2025-26 Proposed	Incr./(Decr.) Prior Year
Total Personnel	1.00	1.00	1.00	1.00	0.00

Organizational Chart



Mission Statement & Primary Functions

Mission Statement

Harbor Patrol/Natural Resources

The mission of the Harbor Patrol/Natural Resources Department, under the direction of the Director of Leisure Services in coordination with the Chief of Police, Director of Planning, and the Director of Public Services, is to provide for the safety, security and well-being of citizens utilizing the Town's natural resources and waterways; always working to enhance the user experience of these areas. The division provides enforcement of State and/or Local Ordinances pertaining to natural resources, rights of way and the operation of boats in South Kingstown waters. The division protects, preserves, promotes, and manages the natural resources, waterways and wildlife resources within the Town and ensures public safety for residents and visitors.

Functions

Principal functions of the Harbor Patrol / Natural Resource Department include, but are not limited to:

- Provide for the safety of the boating public on South Kingstown waterways, through education and enforcement of State and local boating safety laws
- Assist Federal, State, and local government agencies on matters pertaining to the Town's waterways
- Manage the Town's mooring fields and waterways
- Responsible for oversight and management of the mooring program for the Town
- Perform boating safety checks, issue warnings and citations for boating violations
- Respond to mariners and others in distress on waterways
- Develop, revise, and implement the Town's Harbor Management Plan
- Establish and administer contracts and leases for Marina Park waterfront property
- Monitor and inspect municipal public access inventory; develop plan for implementing recommendations as established in Public Access Inventory
- Promote public access to waterways and encourage responsible use of all waterways, marinas, mooring fields and boat ramps
- Respond to public inquires related to waterfront issues and public access
- Serve as the Town staff liaison to the Waterfront Advisory Commission
- Master planning for future recreation use and development of Town parklands
- Prepare and administer state and federal grant applications and programs to support development and improvements to municipal natural resources, public access points, open space, and park properties
- Enforce Soil Erosion, Run Off and Sediment Control (SERSC) Ordinance and Rights of Way Ordinance
- Develop and facilitate environmental, outdoor recreation and boating education programs

FY 2024 - 2025 Priorities

Priorities	Town Council Goals & Objs
Continue educational efforts with the boating public to promote safe boating practices. Conduct vessel and equipment safety checks.	PPS / FI
Provide full time patrol of the town waterways during peak boating periods.	PPS / FI
Continue to work collaboratively with the Town Clerk's Office to efficiently manage the Town's mooring fields	TBF / PPS
Continue efforts to fill all the Town's mooring spaces, to realize all available revenue potential	TBF / PPS
In conjunction with the Planning Department, complete work on update to Harbor Management Plan to send to CRMC for approval.	LU / SNR
Administer lease contracts and leases for Marina Park waterfront property	FI / TBF / SNR
Conduct complete audit of all municipal public access. Provide recommendations to respective departments to ensure public access to the shore is clearly identified, well maintained and information on locations are easily obtainable to the public.	LU / SNR
Collaborate with other departments on master planning for future recreation use, expansion, and development of Town parks.	LU / FI
Provide additional waterway access	LU / FI
Update signage at Marina Park to provide accurate, clear, and concise information clearly to users	FI / CEPP
Work with Department of Public Services on enforcement of Soil Erosion, Run Off and Sediment Control (SERSC) ordinance and Rights-of-Way Ordinance	FI / SNR
Work to update department webpage to provide more information that is easily obtainable to the public such as the mooring application process and public access information.	CEPP
Work to obtain grant funding to support development and improvement to municipal natural resources, public access points, open space, and park properties.	FI / TBF
Assist with management and oversite of park capital improvement projects.	FI / TBF

FY 2025 - 2026 Priorities

Continue educational efforts with the boating public to promote safe boating practices. Conduct vessel and equipment safety checks.	PPS / FI
Provide full time patrol of the town waterways during peak boating periods.	PPS / FI
Continue to work collaboratively with the Town Clerk's Office to efficiently manage the Town's mooring fields	TBF / PPS
Continue efforts to fill all the Town's mooring spaces, to realize all available revenue potential	TBF / PPS
In conjunction with the Planning Department, complete work on update to Harbor Management Plan to send to CRMC for approval.	LU / SNR
Administer lease contracts and leases for Marina Park waterfront property	FI / TBF / SNR
Conduct complete audit of all municipal public access. Provide recommendations to respective departments to ensure public access to the shore is clearly identified, well maintained and information on locations are easily obtainable to the public.	LU / SNR
Facilitate and collaborate on the creation of a master plan for Marina Park / Town Farm Property.	LU / FI
Provide additional waterway access	LU / FI
Work with Department of Public Services on enforcement of Soil Erosion, Run Off and Sediment Control (SERSC) ordinance and Rights-of-Way Ordinance	FI / SNR
Work to update department webpage to provide more information that is easily obtainable to the public such as the mooring application process and public access information.	CEPP
Work to obtain grant funding to support development and improvement to municipal natural resources, public access points, open space, and park properties.	FI / TBF
Implement construction phase of Noyes Farm Master Plan to open property to public recreation.	FI/TBF
Assist with management and oversite of park capital improvement projects.	FI / TBF

Specific Performance Measurements

Description	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Anticipated	FY2024-25 Projected	Town Council Goals & Objs
Boater Contacts	203	207	250	200	PPS / CEPP
Boater Assist / Emergencies	32	11	35	10	PPS
Boating Safety Checks	75	82	100	75	PPS / CEPP
Warnings Issued	147	96	175	100	PPS
Ciatations	2	1	2	1	PPS
Moorings	231	235	235	235	FI / TBF
Moorings Revenue Generated	42,068	42,864	40,000	40,000	TBF
Envirnmental Programs	6	3	3	1	CEPP
Grant Applications	2	2	4	1	TBF / FI / LU
Coastal Access Points Survey/Monument	*	no funding	1	1	LU / SNR / CP
Enhancement/Improvements to Designated Town Owned Coastal Access Points	1	1	2	1	LU / SNR / CP

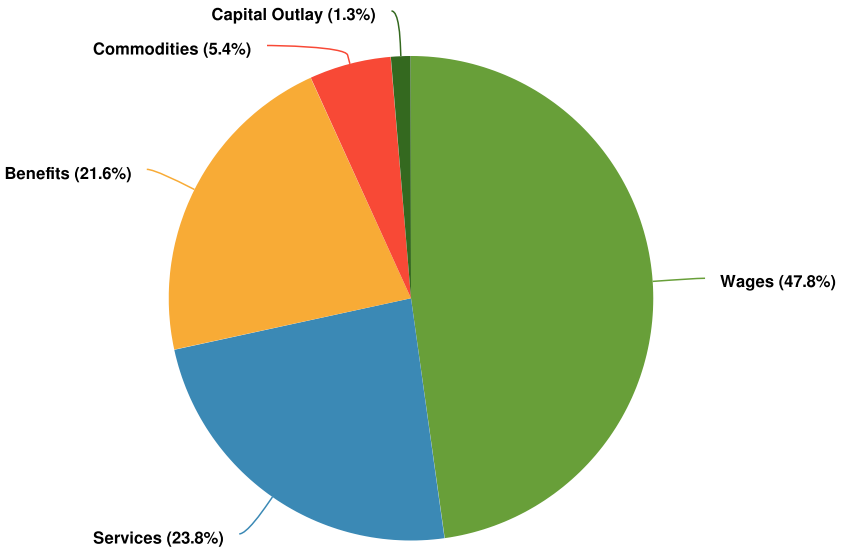
Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
General Fund						

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Wages	$37,872	$40,979	$27,899	$42,710	$42,710	$43,863
Benefits	$16,948	$17,643	$11,829	$19,005	$19,004	$20,083
Services	$4,915	$5,034	$5,473	$20,357	$16,875	$21,857
Capital Outlay	$682	$682	$941	$941	$941	$1,225
Commodities	$4,302	$2,668	$2,662	$4,500	$3,800	$5,000
Total General Fund:	**$64,719**	**$67,007**	**$48,804**	**$87,513**	**$83,330**	**$92,028**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10140090-511001	$37,732.00	$40,680.87	$27,541.21	$42,283.87	$43,385.53
Longevity	10140090-511006	$140.00	$298.36	$358.02	$426.04	$477.36
Total Wages:		**$37,872.00**	**$40,979.23**	**$27,899.23**	**$42,709.91**	**$43,862.89**
Benefits						
FICA	10140090-522250	$2,725.00	$2,972.37	$2,028.17	$3,158.40	$3,130.24
State Retirement Defined Bene	10140090-522300	$4,747.00	$5,155.19	$3,724.56	$5,567.49	$5,925.88
State Retirement Defined Cont.	10140090-522301	$378.00	$409.81	$278.98	$431.30	$433.86

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Medical Insur-Active Employees	10140090-522818	$8,481.00	$8,509.18	$5,548.35	$9,120.44	$9,852.00
Dental Insur-Active Employees	10140090-522822	$371.00	$370.95	$218.12	$381.78	$395.23
Life Insurance	10140090-522850	$46.00	$45.86	$30.63	$45.90	$45.90
Uniforms And Other Clothing	10140090-540038	$200.00	$180.00	$0.00	$300.00	$300.00
Total Benefits:		**$16,948.00**	**$17,643.36**	**$11,828.81**	**$19,005.31**	**$20,083.10**
Services						
Professional Services	10140090-530111	$500.00	$871.65	$0.00	$12,000.00	$12,000.00
Employee Training	10140090-530801	$0.00	$0.00	$105.00	$125.00	$125.00
Telephone	10140090-532000	$540.00	$498.78	$251.73	$1,032.00	$1,032.00
Motor Vehicles Maintenance	10140090-534010	$500.00	$13.00	$6.92	$500.00	$500.00
Commun Equip. Maintenance	10140090-534012	$175.00	$189.98	$0.00	$500.00	$1,000.00
Maintenance Of General Equip	10140090-534018	$3,000.00	$3,460.89	$5,109.21	$6,000.00	$7,000.00
Printing Expenses	10140090-538022	$200.00	$0.00	$0.00	$200.00	$200.00
Total Services:		**$4,915.00**	**$5,034.30**	**$5,472.86**	**$20,357.00**	**$21,857.00**
Capital Outlay						
Non-Major Technology Reserve	10140090-530044	$682.00	$682.00	$941.00	$941.00	$1,225.00
Total Capital Outlay:		**$682.00**	**$682.00**	**$941.00**	**$941.00**	**$1,225.00**
Commodities						
Motor Vehicle Materials & Supp	10140090-540028	$400.00	$206.44	$306.87	$400.00	$400.00
Fuels And Lubricants	10140090-540040	$3,502.00	$2,164.97	$2,185.29	$3,500.00	$4,000.00
Safety Related Mat & Supp	10140090-540058	$100.00	$99.99	$100.00	$100.00	$100.00
Miscellaneous Expenses	10140090-580100	$300.00	$197.03	$70.00	$500.00	$500.00
Total Commodities:		**$4,302.00**	**$2,668.43**	**$2,662.16**	**$4,500.00**	**$5,000.00**
Total Expense Objects:		**$64,719.00**	**$67,007.32**	**$48,804.06**	**$87,513.22**	**$92,027.99**

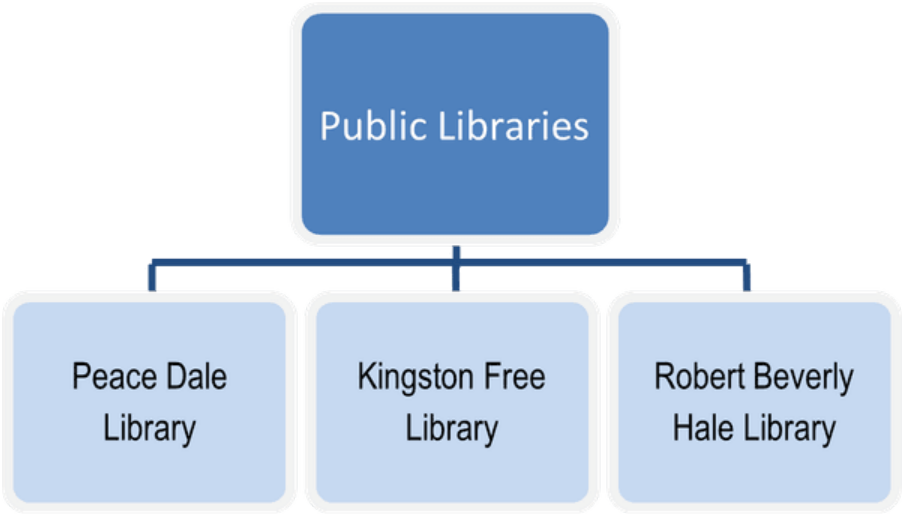
Public Libraries

Laurel Clark
Library Director

Department Headcount (FTE)

Public Libraries	2022-23 Adopted	2023-24 Adopted	2024-25 Adopted	2025-26 Proposed	Incr./(Decr.) Prior Year
Total Personnel	11.20	12.20	13.20	13.20	0.00

Organizational Chart



Mission Statement & Primary Functions

Mission Statement

An ordinance enacted June 9, 1975 by the Town Council established a free public library for the Town of South Kingstown. The South Kingstown Library Board of Trustees, a seven-member board appointed by the Town Council, governs the library system. The trustees are the legal guardians of the South Kingstown Public Library.

The mission of the South Kingstown Public Library is to provide free, convenient, and equal access to print and non-print materials, services, and technologies that support our community's informational, educational, cultural, and recreational needs.

Functions

Core library services include, but are not limited to:

- Provide access to a varied collection of print, non-print, and electronic resources including digital media for school, work, or personal enrichment purposes
- Provide access to seventy-two library collections in the State of Rhode Island, as member of the Ocean State Libraries consortium
- Provide educational, recreational, and cultural programs for all age groups
- Provide on-site access to computers, offering access to the library system's online reference resources, Microsoft Office software, and the internet
- Provide remote access to the library system's online reference resources via the internet
- Provide indoor and outdoor WiFi access at all library locations for those who bring a personal digital device
- Provide meeting rooms and study space

FY 2024 - 2025 Priorities

Priorities	Town Council Goals & Objs
Onboard (Jan. 2025) new position of Community Learning Center Coordinator (CLCC)	FI / CEPP
CLCC, working with the Library Director and Board of Trustees, will develop basic policies and procedures for the Community Learning Center	FI/CEPP
CLCC will work with community members and stakeholders to gather input to develop programming for Community Learning Center	TBF / CP
Finalization of CLC Design Development Drawings	FI
Release Request for Proposals (RFP) for CLC contractor	FI
Submit a RI Foundation grant request that best supports the immediate needs of the Library	TBF / CP
Raise community awareness and usage of library materials, programs, and services through outreach and community partnerships	CEPP
Prepare and submit Annual Public Library Survey FY2025 (State Aid Application)	TBF
Prepare and submit Library of Rhode Island certification FY2025	TBF

FY 2025 - 2026 Priorities

Proposed Priorities	Town Council Goals & Objs
Collaborate with State and local agencies to include the Kingston Free Library (built 1775) in the Semiquincentennial (250th) Anniversary celebration	FI / CEPP
Following State and Federal laws, procure contractor for CLC construction	FI / CEPP
Keep stakeholders and the community informed of any changes in services resulting from the Peace Dale renovation	FI / CEPP
Review policies governing library services and ensure they are available to the public on the library website	FI / CEPP
Continue exploring ways to mitigate the budgetary impact of high costs associated with digital content, such as eBooks and audiobooks	TBF
Provide professional staff opportunities for development through attending workshops, participating in working groups and other learning opportunities on topics relevant to their job function	FI / CEPP
Provide diverse materials, both physical and electronic, for persons of all ages that are relevant to our user's evolving needs and interests	FI / VUR
Assist residents inclusively in the pursuit of life-long learning by adapting and providing relevant equitable programs, services, and technologies.	FI / VUR / ET
Maintain buildings which are clean, comfortable, safe, and accessible to all visitors	FI / CP
Determine and pursue supplemental funding sources for Community Learning Center and other programming	TBF / FI
Develop other grant projects for all locations that can be sought for on a future and ongoing basis	TBF / FI

Performance Measurements

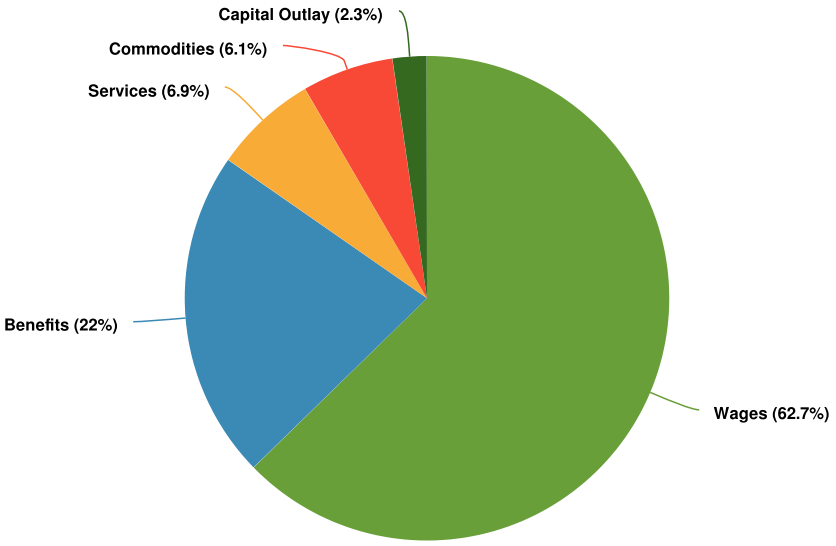
Description	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Projected	FY2025-26 Anticipated	Town Council Goals & Objs
Print materials	77,611	73,633	69,655	69,500	FI
Print materials, per capita	2.43	2.31	2.18	2.18	FI
E-books & eAudio Books	232,869	267,017	301,165	335,313	FI
E-books, per capita	7.87	8.36	9.43	10.50	FI
Total Items in Collection	338,869	349,969	404,968	414,102	FI
Total Items in Collection, per capita	10.61	10.96	12.68	12.97	FI
Library card holders	9,307	9,866	10,425	10,984	FI / CEPP
Library card holders, per capita	0.29	0.31	0.33	0.34	FI / CEPP
New library cards	1,118	970	1,050	1,130	FI / CEPP
Circulation	242.999	251,804	260,609	269,414	FI
Circulation, per capita	7.61	7.89	8.16	8.44	FI
E-book & eAudio Book circulation	62,138	66,848	71,558	76,298	FI
E-book & eAudio circulation, per capita	1.95	2.09	2.24	2.39	FI
Library visits	86,653	90,536	94,419	98,302	FI / CEPP
Library visits, per capita	2.71	2.84	2.97	3.08	FI / CEPP
Programs offered	473	482	644	800	ET
Program attendance	6,535	9,596	10,330	11,000	FI / CEPP
Program attendance, per capita	0.20	0.30	0.32	0.34	FI / CEPP
Reference transactions	21,875	23,298	25,902	28,506	FI / CEPP
Reference transactions, per capita	0.69	0.73	0.81	0.89	FI / CEPP
Public internet Desktop	7,119	7,434	7,318	7,202	FI / CEPP
Public internet Wireless	13,179	12,867	13,680	14,673	FI / CEPP
Public internet sessions	20,298	20,301	20,998	21,875	FI / CEPP
Public internet sessions, per capita	0.66	0.64	0.66	0.69	FI / CEPP
Public meeting rooms	3	3	3	3	FI
Public meeting room reservations	400	558	900	700	FI / CEPP

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Wages	$844,172	$839,726	$561,568	$894,272	$881,179	$960,654
Benefits	$290,494	$278,849	$186,647	$334,503	$286,430	$340,102
Services	$140,727	$149,112	$104,915	$151,509	$152,500	$106,009
Capital Outlay	$29,420	$29,420	$31,618	$31,618	$31,618	$34,940
Commodities	$99,456	$92,141	$87,471	$94,210	$94,210	$93,610
Total:	**$1,404,269**	**$1,389,247**	**$972,219**	**$1,506,113**	**$1,445,937**	**$1,535,315**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	10150001-511001	$652,865.72	$630,303.07	$437,563.16	$709,148.12	$758,361.56
Part-Time Salaries	10150001-511002	$171,734.20	$155,711.09	$108,146.14	$171,734.20	$187,043.62
Overtime	10150001-511004	$0.00	$82.42	$0.00	$0.00	$0.00
Retirement/Vacation Reimb.	10150001-511005	$0.00	$33,885.40	$0.00	$0.00	$0.00
Longevity	10150001-511006	$19,571.76	$19,744.14	$15,858.96	$13,389.95	$15,249.00
Total Wages:		**$844,171.68**	**$839,726.12**	**$561,568.26**	**$894,272.27**	**$960,654.18**
Benefits						
FICA	10150001-522250	$62,891.12	$63,415.45	$42,481.29	$68,326.19	$70,550.30
Municipal Employees Retirement	10150001-522300	$87,380.12	$87,691.97	$64,322.59	$94,187.15	$104,514.79
State Retirement Defined Cont.	10150001-522301	$6,638.88	$6,855.20	$5,024.41	$7,982.95	$7,882.73
Medical Insur-Active Employees	10150001-522818	$118,110.96	$101,745.28	$63,027.90	$137,071.49	$136,592.00
Medical Insur-Retirees	10150001-522820	$750.00	$750.00	$0.00	$750.00	$1,000.00

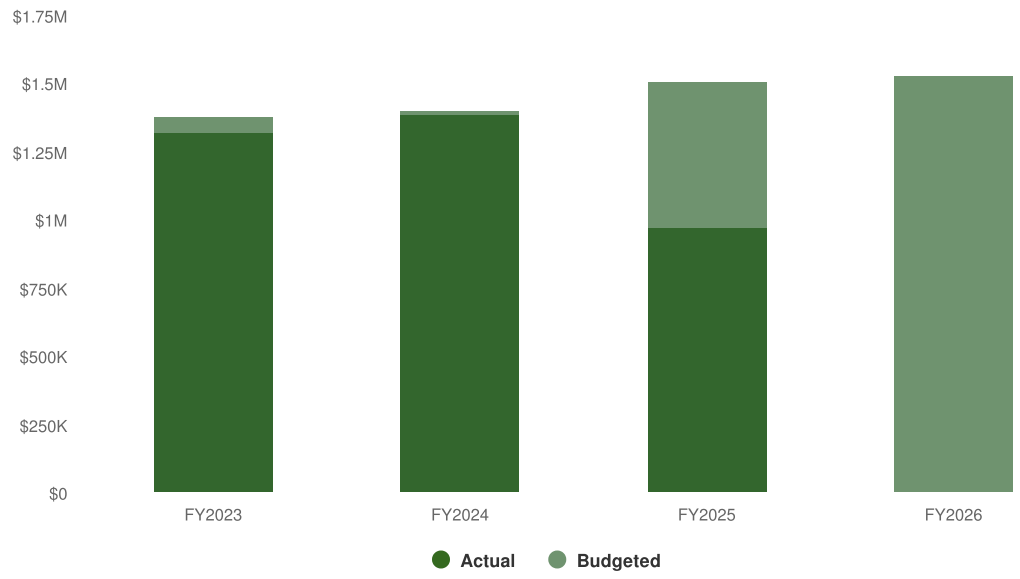
Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Dental Insur-Active Employees	10150001-522822	$4,804.92	$4,533.39	$2,519.79	$5,907.35	$5,438.00
Insurance Buyback	10150001-522840	$8,500.00	$12,500.00	$8,172.58	$18,857.53	$12,500.00
Life Insurance	10150001-522850	$918.00	$1,028.50	$748.00	$1,070.58	$1,224.00
Travel Expenses	10150001-538014	$500.00	$329.10	$350.00	$350.00	$400.00
Total Benefits:		**$290,494.00**	**$278,848.89**	**$186,646.56**	**$334,503.24**	**$340,101.81**
Services						
Refuse Disposal	10150001-530014	$3,450.00	$3,582.30	$2,536.88	$3,726.00	$4,186.00
Outside Data Processing	10150001-530018	$61,114.00	$61,318.06	$47,181.53	$62,238.00	$63,548.00
Copy Machine Services	10150001-530064	$900.00	$1,509.22	$623.15	$1,300.00	$1,300.00
Employee Training	10150001-530801	$0.00	$0.00	$0.00	$1,375.00	$1,375.00
Telephone	10150001-532000	$490.00	$531.65	$324.00	$500.00	$500.00
Electricity	10150001-532004	$22,500.00	$28,595.12	$17,431.30	$25,000.00	$0.00
Natural Gas	10150001-532008	$15,000.00	$17,913.75	$9,830.44	$16,000.00	$0.00
Wastewater Fees	10150001-532010	$700.00	$964.00	$987.20	$970.00	$0.00
Water Fees	10150001-532012	$3,480.00	$3,537.15	$3,512.41	$3,480.00	$0.00
Propane	10150001-532014	$2,020.00	$1,428.91	$1,820.00	$1,820.00	$0.00
Commun Equip. Maintenance	10150001-534012	$1,200.00	$990.78	$0.00	$0.00	$0.00
Computer/Software Maintenance	10150001-534016	$10,000.00	$7,445.41	$6,185.36	$15,000.00	$15,000.00
Maintenance Of Buildings	10150001-534020	$19,543.00	$21,009.87	$14,414.30	$19,500.00	$19,500.00
Advertising	10150001-538012	$30.00	$0.00	$32.50	$300.00	$300.00
Postage	10150001-538020	$300.00	$285.28	$35.98	$300.00	$300.00
Total Services:		**$140,727.00**	**$149,111.50**	**$104,915.05**	**$151,509.00**	**$106,009.00**
Capital Outlay						
Non-Major Technology Reserve	10150001-530044	$29,420.00	$29,420.00	$31,618.00	$31,618.00	$34,940.00
Total Capital Outlay:		**$29,420.00**	**$29,420.00**	**$31,618.00**	**$31,618.00**	**$34,940.00**
Commodities						
Office Materials & Supplies	10150001-540012	$4,650.00	$4,566.68	$4,096.97	$4,600.00	$4,000.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Janitorial Materials & Supp	10150001-540014	$2,100.00	$1,878.83	$1,800.00	$2,100.00	$2,100.00
Elect Materials & Supplies	10150001-540018	$361.00	$0.00	$156.95	$260.00	$260.00
Books And Publications	10150001-540020	$70,000.00	$63,261.22	$63,563.13	$60,000.00	$62,000.00
Audio/Visual Materials	10150001-540021	$22,000.00	$22,433.87	$17,754.33	$27,000.00	$25,000.00
Bldg & Const Materials & Supp	10150001-540026	$345.00	$0.00	$100.00	$250.00	$250.00
Total Commodities:		**$99,456.00**	**$92,140.60**	**$87,471.38**	**$94,210.00**	**$93,610.00**
Total Expense Objects:		**$1,404,268.68**	**$1,389,247.11**	**$972,219.25**	**$1,506,112.51**	**$1,535,314.99**

Expenditures Summary

$1,532,067 **$25,954**
(1.72% vs. prior year)

Public Libraries Proposed and Historical Budget vs. Actual



Other Expenditures

Division Summary

Division Number	Division Description
10170103	Municipal Insurance
10170105	Unemployment Insurance
10170107	Workers' Compensation
10170109	Fund Contingency

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Services	$719,314	$779,017	$760,806	$769,000	$809,580	$822,000
Commodities	$26,000	$25,000	$10,565	$218,827	$218,827	$60,000
Total:	**$745,314**	**$804,017**	**$771,371**	**$987,827**	**$1,028,407**	**$882,000**

Municipal Insurance

Division Summary

Division Number	Division Description
10170103	Municipal Insurance
10170105	Unemployment Insurance
10170107	Workers' Compensation
10170109	Fund Contingency

Primary Functions

Functions

Municipal Insurance
This account provides funding for the payment of all insurance premiums for public liability, comprehensive liability, auto liability, public officials liability, and fire and building insurance for all Town agencies and departments that are resident to the General Fund. All enterprise and special revenue funds are responsible for funding their respective risk management-related costs. The Town has been a member of the Rhode Island Inter-local Risk Management Trust for over thirty five years, since 1988. This cooperative pool, with other Rhode Island cities and towns, allows the Town to take advantage of volume premium discounts. Insurance premiums for each municipality are based on actual claims experience. The Town maintains excess insurance coverage for general liability claims in the amount of $5 million per occurrence, necessary to adequately protect the Town against claims for potential catastrophic losses. A General Fund appropriation in the amount of $495,941, reflecting a 3.12% increase is proposed for the 2023-2024 fiscal year, due to claims experience.

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
General Fund						
Services	$495,941	$542,125	$567,079	$525,000	$567,080	$570,000
Total General Fund:	**$495,941**	**$542,125**	**$567,079**	**$525,000**	**$567,080**	**$570,000**

Expenditures by Expense Type

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Services						
Insurance	10170103-560010	$495,941.00	$542,124.67	$567,079.40	$525,000.00	$570,000.00
Total Services:		**$495,941.00**	**$542,124.67**	**$567,079.40**	**$525,000.00**	**$570,000.00**
Total Expense Objects:		**$495,941.00**	**$542,124.67**	**$567,079.40**	**$525,000.00**	**$570,000.00**

Unemployment Insurance

Division Summary

Division Number	Division Description
10170103	Municipal Insurance
10170105	Unemployment Insurance
10170107	Workers' Compensation
10170109	Fund Contingency

Primary Functions

Functions

Unemployment Insurance

Rhode Island state law requires that State and local governments provide unemployment insurance for their employees; therefore, the Town must appropriate money to fund unemployment claims filed. Funding of $15,000 is proposed for FY 2023-2024. This represents a nominal increase of $1,000 over the FY 2022-2023 amount of $14,000. The Town experienced an increase in actual expenses during FY 2021-2022 related to COVID-19 including but not limited to employee layoffs that occurred as a result of the Adult Day Services program closure and School Crossing Guards as a result of school building closures, however the Town typically does not experience large employee turnover, and therefore does not pay excessive unemployment benefit costs.

Expenditures by Function

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Expenditures						
Other Expenditures						
General Operating						
Services	$15,000	$21,917	$6,459	$16,500	$15,000	$19,000
Total General Operating:	**$15,000**	**$21,917**	**$6,459**	**$16,500**	**$15,000**	**$19,000**
Total Other Expenditures:	**$15,000**	**$21,917**	**$6,459**	**$16,500**	**$15,000**	**$19,000**
Total Expenditures:	**$15,000**	**$21,917**	**$6,459**	**$16,500**	**$15,000**	**$19,000**

Expenditures by Expense Type

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Services						
Unemployment Insurance	10170105-560015	$15,000.00	$21,917.00	$6,458.57	$16,500.00	$19,000.00
Total Services:		**$15,000.00**	**$21,917.00**	**$6,458.57**	**$16,500.00**	**$19,000.00**
Total Expense Objects:		**$15,000.00**	**$21,917.00**	**$6,458.57**	**$16,500.00**	**$19,000.00**

Workers' Compensation

Division Summary

Division Number	Division Description
10170103	Municipal Insurance
10170105	Unemployment Insurance
10170107	Workers' Compensation
10170109	Fund Contingency

Primary Functions

Functions

Workers' Compensation

This account provides funding for Workers' Compensation Insurance for Town personnel budgeted in the General Fund, with the exception of Public Safety and EMS employees, who are covered under separate State statues for on-the-job injuries. For FY 2023-2024, an increase from the current fiscal year appropriation of $198,453 is proposed, to $208,373. Although workers' compensation costs continue to fluctuate at significant rates due to heightened risk factors, higher cost of medical care, and increases in reinsurance premiums, the Town works closely with The Trust, Blue Cross, and employees for claims management.

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Services	$208,373	$214,975	$187,268	$227,500	$227,500	$233,000
Total Services:	**$208,373**	**$214,975**	**$187,268**	**$227,500**	**$227,500**	**$233,000**

Expenditures by Expense Type

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Services						
Worker's Compensation Ins	10170107-560020	$208,373.00	$214,974.95	$187,267.67	$227,500.00	$233,000.00
Total Services:		**$208,373.00**	**$214,974.95**	**$187,267.67**	**$227,500.00**	**$233,000.00**
Total Expense Objects:		**$208,373.00**	**$214,974.95**	**$187,267.67**	**$227,500.00**	**$233,000.00**

Fund Contingency

Division Summary

Division Number	Division Description
10170103	Municipal Insurance
10170105	Unemployment Insurance
10170107	Workers' Compensation
10170109	Fund Contingency

Primary Functions

Functions

Fund Contingency

This account provides funds to accommodate any emergency situation that might arise during the fiscal year for which there are not sufficient funds budgeted. Situations such as a major fire, major equipment breakdown, or unanticipated snow removal costs such as those due to severe winter storms would be charged to this account. Funding in the amount of $65,000 is proposed for FY 2023-2024, which represents level funding from the current fiscal year. Prudent financial management standards suggest that a fund contingency of no less than one-half percent, and no more than one percent of the General Fund's operating program should be maintained. To meet this standard, the Town would have to allocate an amount between approximately $154,042 (for about one-half percent), and $308,083 (for about one percent) for contingency expenditures. Based on the present economic climate, the Town has opted to maintain the contingency amount from the current fiscal year and believes it can address any uncertainties that may arise on a case by case basis.

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Commodities	$26,000	$25,000	$10,565	$218,827	$218,827	$60,000
Total Commodities:	**$26,000**	**$25,000**	**$10,565**	**$218,827**	**$218,827**	**$60,000**

Expenditures by Expense Type

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Commodities						
Miscellaneous Expenses	10170109-580100	$26,000.00	$25,000.00	$10,565.00	$218,827.00	$60,000.00
Total Commodities:		**$26,000.00**	**$25,000.00**	**$10,565.00**	**$218,827.00**	**$60,000.00**
Total Expense Objects:		**$26,000.00**	**$25,000.00**	**$10,565.00**	**$218,827.00**	**$60,000.00**

Employment Benefits

Division Summary

Division Number	Division Description
10173011	Town Health Care

Primary Functions

Functions

OPEB & Town Health Care

This account provides municipal funding for the Annual Required Contribution (ARC) for Other Post-Employment Benefits (OPEB), as well as for contingency funding in case of adverse development within incurred costs. OPEB costs associated with post-employment benefits include the annual payments to meet all unfunded accrued liability associated with those current and retired General Fund employees entitled to some form of employer paid medical, dental, and/or life insurance benefits in retirement, and the current year cost associated with OPEB benefits current employees will earn in the 2022-2023 fiscal year. For FY 2023-2024, level funding of $175,000 is proposed, which equates to $100,000 for OPEB-related costs and a contingency appropriation of $75,000 in case of adverse development with incurred costs. The level funding is a result of the OPEB Plan obtaining a well-funded status at June 30, 2022. Due to the change in the status of the Plan, the Town is going to work with its actuaries, investment advisors, and the Trust to develop a funding strategy for the long-term.

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Benefits	$90,000	$300,000	$0	$112,141	$112,141	$0
Total Benefits:	**$90,000**	**$300,000**	**$0**	**$112,141**	**$112,141**	**$0**

Expenditures by Expense Type

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Benefits						
Contingency	10173011-522900	$75,000.00	$75,000.00	$0.00	$97,141.00	$0.00
OPEB	10173011-523110	$15,000.00	$225,000.00	$0.00	$15,000.00	$0.00
Total Benefits:		**$90,000.00**	**$300,000.00**	**$0.00**	**$112,141.00**	**$0.00**
Total Expense Objects:		**$90,000.00**	**$300,000.00**	**$0.00**	**$112,141.00**	**$0.00**

Human Services & Outside Agency Contributions

Division Summary

Division Number	Division Description
10180000	Contributions to Human Service Agencies
10181000	Contributions to Outside Agencies

Primary Functions & Funding Requests

Functions

Each year the Town provides grants to human service organizations and outside agencies that provide a wide range of services and support initiatives that benefit residents of South Kingstown. Human service organizations are locally-based non-profit agencies that support individuals who are economically challenged, lack suitable housing, elderly, living with disabilities, victims of abuse, or experiencing other life challenges. Agencies that typically receive funds include human service organizations, health clinics, senior support programs, congregate meal centers, low-income housing partnerships, domestic violence resource centers, food pantries, and similar organizations that are supported in whole, or in part, by public and/or donated funds.

Outside Agencies are local non-profit organizations that engage in projects and initiatives that positively impact members of the South Kingstown community. Agencies that typically receive outside agency funds include neighborhood and/or village associations, veterans' groups, business support organizations, preservation groups, museums, and similar entities that are supported in whole, or in part, by public and/or donated funds.

In order to be considered for HSOA program funding, organizations are required to submit a completed grant application, a copy of their most recent annual report (Form 631) from the Rhode Island Secretary of State, a Certificate of Good Standing (COGS) from the Rhode Island Secretary of State, and supplemental documentation that explains or supports the proposed program or initiative and how funds will be utilized (if needed). In addition, organizations are required to provide a Letter of Good Standing (LOGS) from the Rhode Island Division of Taxation if they have not provided one within the past three (3) years. The Town strongly encourages organizations to utilize grant funds for innovation initiatives and other one-time expenses, since funding is not guaranteed annually.

The availability of municipal grant funds is limited. Each year, the number of local organizations making requests to the Town increases, and the availability of funding is further stretched. The Town makes organizations aware that funding in prior years does not guarantee funding in the future. Each year the Town Manager includes a proposed total amount of grant funding available for the HSOA grant program. The Town Council reviews all qualified HSOA applications during budget work sessions and applicants are afforded an opportunity to present their proposed application and proposed use of HSOA funds. During the budget hearing process, the Town Council determines the amount (if any) each organization will receive. Funds are typically available for distribution to awarded organizations starting in August of the adopted budget fiscal year.

Annually Supported Agencies

The following quasi-governmental organizations/activities receive funding through the HSOA grant program on an annual basis and are automatically included as part of the budget. While these organizations are typically funded on an annual basis, each organization is required to complete an application and appear before the Town Council to confirm their intent to continue activities and explain the planned use of funds received. Starting in FY 24, annual dues for the Rhode Island League of Cities and Towns were moved from the HSOA budget to the Town Manager's budget line (10112001).

Celebrations

Funding is provided each year for three local parades in town. Events that are funded include The South Kingstown Veterans Day Parade and the South Kingstown Memorial Day Parade which are coordinated by the South Kingstown VFW Post 916, with additional support from the Town's Parks & Recreation Department. In addition, funding is provided to support the Fireman's Parade which is sponsored by the Union Fire District (UFD) and the Kingston Fire District (KFD) to honor the memory of the fallen firefighters of South Kingstown and to honor the volunteer fire departments in Town. The proposed funding for FY 2025-2026 is $2,333 per event, or $7,000 total, which is consistent with funds provided over the past 5 years to support the 3 parades.

UFD & KFD Fire Districts

The Union Fire District and Kingston Fire District collaborate to provide annual scholarships to volunteer firefighter members and their families, as well as local students pursuing education in fire, EMS, and nursing. Scholarships are given to students of South Kingstown High School and The Prout School. The goal of this initiative is to support ongoing UFD and KFD recruitment and retention efforts. Funding in the amount of $10,000 is proposed for the 2025-2026 fiscal year to continue the scholarship initiative.

FY 2026 HSOA Applicants

In addition to the $17,000 proposed above for reoccurring funding requests, the Town Manager has proposed $165,050 in funds that are available for distribution by the Town Council to qualified applicants. During budget deliberations, the Town Council will consider HSOA grant funding requests received from submitting organizations and designate funding allocations. Funding requests were received from the following eligible Human Service and Outside Agencies:

Jonnycake Center of Peace Dale

The Jonnycake Center of Peace Dale is a non-profit local organization, whose mission is to improve the quality of life for individuals and families by providing comprehensive assistance to those in need of food, clothing, and household items, and through individual and systemic advocacy for our clients. Funding in the amount of $35,000 is being requested for the 2025-2026 fiscal year, which is $5,000 more than was granted in FY 2024-2025.

Education Exchange

The Education Exchange is a non-profit organization whose mission is to provide educational tools and opportunities that are informative, relevant, and responsive to the needs of individuals and businesses in Southern Rhode Island and beyond. Throughout the decades the EDEX has expanded its services to include Adult Basic Education (ABE), English as a Second Language (ESL), National External Diploma Program (NEDP), Transitioning to College, and workforce training programs in hospitality, aquaculture, and digital literacy. Funding in the amount of $15,000 is being requested for the 2025-2026 fiscal year, which is equal to the amount granted in FY 2024-2025.

Domestic Violence Resource Center of South County

The DVRCSC is a non-profit agency that works toward a future free of violence, and to build a community in which everyone shares the responsibility to create a culture of safety and personal dignity. The DVRCSC provides a comprehensive range of services for victims of domestic violence and their children, working collaboratively to offer safety, support, advocacy, education, and a network of services for the residents of Washington County. Funding in the amount of $10,000 is being requested for the 2025-2026 fiscal year, which is equal to the amount granted in FY 2024-2025.

WARM Welcome House of Peace Dale

Westerly Area Rest Meals (WARM) Center was founded in 1987. Their mission is to "provide a continuum of care and service to people who are homeless or in need by providing affordable housing; assuring supportive services and helping the homeless and needy build self-esteem and move toward independent and responsible living." The WARM Center acquired the 17-bed Welcome House Emergency Shelter located in Peace Dale in 2022. They are fiscally responsible for the shelter, which operates independently. WARM programs and services deliver essential resources that support people in achieving housing security and/or economic stability. Funding in the amount of $25,000 is being requested for the 2025-2026 fiscal year, which is $15,000 more than was granted in FY 2024-2025.

Chris Collin's Foundation

The Chris Collins Foundation was created in memory of South Kingstown resident and student Chris Collins who died by suicide March 29, 2018 after a 3-year battle with anxiety and depression. The foundation's goals are to reduce stigma, raise awareness, encourage help-seeking, and promote early detection of depression, anxiety, and related illnesses. This is done by educating middle and high school students (and their families) about mental health issues and supporting them in finding creative ways to convey this knowledge to their peers. Funding in the amount of $10,000 is being requested for the 2025-2026 fiscal year, which is $5,000 more than was granted in FY 2024-2025.

CANE Child Development Center

CANE provides quality, nurturing care for the children and families that live in South Kingstown. The center provides a healthy, safe learning environment with a commitment to providing the highest quality childcare in the South Kingstown community. CANE supports inclusion of children with disabilities and developmental delays and provides services for children with all abilities. Funding in the amount of $15,000 is being requested for the 2025-2026 fiscal year, which is $6,000 more than was granted in FY 2024-2025.

Southern Rhode Island Volunteers

SRIV's mission is to enhance lives by inspiring, creating, and supporting a lifelong culture of service throughout volunteer members and affiliates across Southern Rhode Island. SRIV's mission is to support and provide aging-in-place assistance, meaningful service opportunities and activities that promote and enhance independent living for mature individuals

including seniors, disabled adults, veterans, and anyone interested in volunteer service opportunities. Funding in the amount of $6,000 is being requested for the 2025-2026 fiscal year, which is equal to the amount granted in FY 2024-2025.

Neighbors Helping Neighbors RI

Neighbors Helping Neighbors is a non-profit organization Neighbors Helping Neighbors is a non-profit organization offering opportunities for residents to volunteer using their skills and talents to benefit neighbors and their community. The organization is dedicated to helping families stay in their homes through a variety of ways, primarily by providing necessary home repairs and modifications. Funding in the amount of $5,000 is being requested for the 2025-2026 fiscal year, which is equal to the amount granted in FY 2024-2025.

Society of St Vincent De Paul / St Francis of Assisi Conference

The mission of SVDP Rhode Island is to be an inclusive community that fosters personal transformation through friendship with and comprehensive service to those in need. The Society of St. Vincent de Paul - St. Francis of Assisi Conference located in Wakefield is a d.b.a. of SVDP Rhode Island. The conference is under SVDP Rhode Island's EIN and 501 c3. Funding in the amount of $15,000 is being requested for the 2025-2026 fiscal year, which is $11,000 more than the amount granted in FY 2024-2025.

The Galilee Mission

Galilee Mission is a community-based client-centered program providing various types of treatment for adults. These programs are based on AA's 12-step program of recovery, combined with evidence-based therapeutic counseling, CBT, and Stages of Change Behavioral Goals. The initial goal of Galilee Mission is to help its clients achieve initial recovery/sobriety and/or progress in addressing mental health issues. Then progress to identifying their role in family, work, and the community. Finally, to become an accountable, responsible person achieving a positive lifestyle. They accomplish this by offering various levels of care from high intensity residential to sober living to outpatient and intensive outpatient. Funding in the amount of $20,000 is being requested for the 2025-2026 fiscal year. No funds were granted to this organization in FY 2024-2025.

St. Peters by the Sea

The Community Market (CM) at St. Peter's By-The-Sea Church is a food pantry that has operated since 2012. The CM is an independently operated and funded outreach endeavor of St. Peter's Episcopal Church and has the feel of a community project housed in a church. The CM does not have dedicated operating space, meaning that it is set up and taken down each day in the church hall. They are closely aligned with the church and do not have to pay for overhead charges. The CM offers shelf-stable foods, fresh bread, fresh produce, frozen meat, fresh dairy products and some personal and household items. There is a SNAP outreach counselor visiting monthly. Funding in the amount of $5,000 is being requested for the 2025-2026 fiscal year. No funds were granted to this organization in FY 2024-2025.

Wakefield Village Association

The Wakefield Village Association is made up of merchants, professionals, artists, nonprofits, and many volunteers within the community. Their goal is to build on the already strong sense of community that exists downtown and in the surrounding villages. The WVA strives to put on community events and invest in projects that enhance Main Street to increase the number of visitors and community members to the historic Wakefield area. Funding in the amount of $15,000 is being requested for the 2025-2026 fiscal year, which is $10,000 more than the amount granted in FY 2024-2025.

Southern Rhode Island Chamber of Commerce

The Chamber is a commerce/economic development organization and is a non-profit organization financed on a voluntary basis and established to advance the commercial, financial, industrial, and civic interests of the community. The Chamber supports and enhances the business community of Southern Rhode Island and creates opportunities for the growth and development of its member businesses. Funding in the amount of $15,000 is being requested for the 2025-2026 fiscal year, which is $6,000 more than was granted in FY 2024-2025.

VFW, Post 916

The VFW, Post 916 is a service organization consisting of former combat and conflict-era deployed veterans in South County. The VFW's mission is to foster camaraderie among United States veterans of overseas conflicts; to serve veterans, the military, and our communities; and to advocate on behalf of all veterans. Funding in the amount of $10,000 is being requested for the 2025-2026 fiscal year, which is $2,500 more than the amount granted in FY 2024-2025.

South County History Center

The South County History Center was originally founded as the Pettaquamscutt Historical Society in 1958 by a group of residents interested in history and historic preservation. The South County History Center's mission is to lead the discovery and preservation of South (Washington) County's history. To achieve their mission, the Center preserves, interprets, and makes accessible archival, object, and library collections. Funding in the amount of $7,500 is being requested for the 2025-2026 fiscal year, which is equal to the amount granted in FY 2024-2025.

South County Museum

The South County Museum operates a history museum, with interactive exhibits across seven buildings, showcasing over 35,000 artifacts from Rhode Island's agricultural, marine and textile past. The mission is to preserve South County's rich history, educate the public on the heritage of rural life and continue to enhance and promote the historical, eight-acre site for our community's engagement and use. The museum serves all of Rhode Island, however most visitors are from South County. Funding in the amount of $5,000 is being requested for the 2025-2026 fiscal year. No funds were granted to this organization in FY 2024-2025.

Friends of the Saugatucket

The mission of Friends of the Saugatucket is to promote and enhance the natural and cultural features of the Saugatucket River and its watershed for the benefit of the river and its surrounding lands and community. Their goals include monitoring, and where possible, improving water quality in the Saugatucket River and its tributaries; increasing public awareness and engagement with the river; working with partners in the public and private sector on projects that advance common goals; and advocating for the river and watershed at the state and local level. The population served is the community surrounding the Saugatucket River, both in downtown Wakefield and Peace Dale, and in all of South Kingstown. Funding in the amount of $4,500 is being requested for the 2025-2026 fiscal year, which is $3,500 more than was granted in FY 2024-2025.

Wakefield Concert Band

The WCB is the only community band representing the Town of South Kingstown. The band gives opportunities for the SK residents to hear live music performed multiple times throughout the year. The band performs a free summer concert series, a spring concert, a holiday concert. The WCB performs at the SK Memorial Day celebration and the Christmas tree lighting ceremony and other performances as requested, including small ensembles performing at community convalescent homes. The band is open to musicians within the community who wish to perform. There is no charge for membership in the band. Funding in the amount of $3,500 is being requested for the 2025-2026 fiscal year, which is $2,950 more than was granted in FY 2024-2025.

SKHA Services & Development Corporation

SKHA Services is the non-profit affiliate of the South Kingstown Housing Authority. In collaboration with the Housing Authority, SKHA Services is endeavoring to further the development of affordable housing, programs, and services for the benefit of residents in need. The population served comprises low- and moderate-income individuals and families, including senior citizens and people with disabilities, who are residents of South Kingstown. Funding in the amount of $20,000 is being requested for the 2025-2026 fiscal year, which is $2,000 more than was granted in FY 2024-2025.

Wildlife Rehabilitators Association of Rhode Island

Since 1993, Wildlife Rehabilitators Association of Rhode Island (WRARI) dba The Wildlife Clinic of Rhode Island, has been providing medical and rehabilitative care for all species of wildlife in the state of Rhode Island. Licensed by both the state and federal government, WRARI helps over 6,000 wild patients each year from all corners of the state - at The Wildlife Clinic and by our licensed home rehabilitators. Staff raise orphaned or injured wild babies, and assist injured adults, with the goal of releasing them back into the environment. The WRARI is committed to fostering an understanding and respect for all Rhode Island wildlife, through education and practical assistance with wildlife issues. Funding in the amount of $12,012 is being requested for the 2025-2026 fiscal year. No funds were granted to this organization in FY 2024-2025.

Saint Elizabeth Adult Day Centers

Saint Elizabeth Adult Day Centers, formerly known as Cornerstone Adult Services, has been serving Rhode Island's elderly and adults with disabilities for over 50 years. with a total of four adult day centers located in Warwick, South Kingstown, and Bristol, Saint Elizabeth provides care for a mixed population of adults with varying conditions including but not

limited to stroke-related disabilities, cardiac disease, Diabetes, Multiple Sclerosis, developmental disabilities, Alzheimer's disease, Parkinson's disease, and other physical and cognitive disabilities. Funding in the amount of $2,500 is being requested for the 2025-2026 fiscal year. No funds were granted to this organization in FY 2024-2025.

Peace Dale United Housing, Inc.

Peace Dale United Housing, Inc. is a not-for-profit organization founded in 1983 under the name Peace Dale United Church Housing. It has continually operated , Peace Dale Estates, a 32-unit housing complex, during the last 40 years to provide affordable housing to South County seniors at risk of homelessness. Peace Dale Estates is regulated by the U.S. Department of Agriculture (USDA) Farmers Home Administration. A board of volunteers oversees the organization. Funding in the amount of $10,600 is being requested for the 2025-2026 fiscal year. No funds were granted to this organization in FY 2024-2025.

Peace Dale Neighborhood Revitalization

The mission of PDNRI is to revitalize, protect and improve the quality of life in Peace Dale by expanding economic opportunity and housing availability for local residents, advocating for alternative transportation, preserving Peace Dale's historic, cultural and natural resources and promoting smart growth and sustainable living practices." PDNRI is dedicated to supporting the economy and quality of life in Peace Dale. They believe that the unique sense-of-place in Peace Dale can be enhanced by inclusive community events, healthy and beautiful public spaces, and the promotion of Peace Dale's often overlooked businesses. Funding in the amount of $10,000 is being requested for the 2025-2026 fiscal year. No funds were granted to this organization in FY 2024-2025.

Narrow River Preservation Association (NRPA)

Narrow River Preservation Association is a 501(c)(3) non-profit volunteer environmental group formed in 1970 to “to preserve, protect, and restore the natural environment and the quality of life of all communities within the Narrow (Pettaquams River Estuary) and Water. The NRPA is the designated Watershed Council for Narrow River and works with state agencies and municipal boards on a wide range of matters from land use planning to promotion of recreational uses of the river. Funding in the amount of $2,800 is being requested for the 2025-2026 fiscal year, which is $300 more than was granted in FY 2024-2025.

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
General Fund						
Contributions to Human Services and Outside Agencies	$7,000	$4,666	$179,717	$182,050	$159,050	$182,050
Total General Fund:	**$7,000**	**$4,666**	**$179,717**	**$182,050**	**$159,050**	**$182,050**

Expenditures Summary

$182,050 **$0**
(0.00% vs. prior year)

Contributions to Human Services Agencies

Division Summary

Division Number	Division Description
10180000	Contributions to Human Service Agencies
10181000	Contributions to Outside Agencies

Expenditures by Fund

Name	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Contributions to Human Services and Outside Agencies	$103,000	$94,000	$94,000	$90,500
Total Contributions to Human Services and Outside Agencies:	**$103,000**	**$94,000**	**$94,000**	**$90,500**

Expenditures by Expense Type

Name	ERP Code	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects				
Contributions to Human Services and Outside Agencies				
Jonnycake Center Of Peace Dale	10180000-589606	$30,000.00	$30,000.00	$30,000.00
Cane Child Development Center	10180000-589607	$9,000.00	$9,000.00	$9,000.00
Welcome House Of South County	10180000-589609	$10,000.00	$10,000.00	$10,000.00
Domestic Violence Resource Ctr	10180000-589610	$10,000.00	$10,000.00	$10,000.00
Education Exchange	10180000-589612	$15,000.00	$15,000.00	$15,000.00
Boys and Girls Club	10180000-589614	$20,000.00	$20,000.00	$15,000.00
Neighbors Helping Neighbors	10180000-589708	$5,000.00	$0.00	$0.00
St. Vincent DePaul/St. Francis	10180000-589716	$4,000.00	$0.00	$0.00
The Galilee Mission	10180000-589601	$0.00	$0.00	$1,500.00
Total Contributions to Human Services and Outside Agencies:		**$103,000.00**	**$94,000.00**	**$90,500.00**
Total Expense Objects:		**$103,000.00**	**$94,000.00**	**$90,500.00**

Contributions to Outside Agencies

Division Summary

Division Number	Division Description
10180000	Contributions to Human Service Agencies
10181000	Contributions to Outside Agencies

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Contributions to Human Services and Outside Agencies	$7,000	$4,666	$76,717	$88,050	$65,050	$91,550
Total:	**$7,000**	**$4,666**	**$76,717**	**$88,050**	**$65,050**	**$91,550**

Expenditures by Function

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expenditures						
Human Svcs & Outside Agy Contr						
Contr To Outside Agencies						
Celebration (Parades)	10181000-580106	$7,000	$4,666	$4,667	$7,000	$7,000
Fire Company	10181000-580108	$0	$0	$10,000	$10,000	$10,000
Narrow River Pres	10181000-589701	$0	$0	$2,500	$2,500	$2,500
Southern RI Chamber Of Comm	10181000-589702	$0	$0	$9,000	$9,000	$9,000
Peace Dale Neighborhood Revit	10181000-589703	$0	$0	$0	$0	$2,000
Wakefield Village Association	10181000-589706	$0	$0	$5,000	$5,000	$5,000
Neighbors Helping Neighbors	10181000-589708	$0	$0	$0	$5,000	$5,000
Southern RI Volunteers	10181000-589709	$0	$0	$6,000	$6,000	$6,000
VFW Auxiliary Post #916	10181000-589710	$0	$0	$7,500	$7,500	$7,500
South County History Center	10181000-589711	$0	$0	$7,500	$7,500	$7,500
South Kingstown Housing Author	10181000-589712	$0	$0	$18,000	$18,000	$18,000
Chris Collins Foundation	10181000-589713	$0	$0	$5,000	$5,000	$5,000
Friends of the Saugatucket	10181000-589714	$0	$0	$1,000	$1,000	$2,000

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
St Vincent DePaul/St Francis of Assisi	10181000-589716	$0	$0	$0	$4,000	$0
Wakefield Concert Band	10181000-589717	$0	$0	$550	$550	$550
Saint Elizabeth Adult Day Center	10181000-589718	$0	$0	$0	$0	$1,500
Peace Dale United Housing, Inc.	10181000-589719	$0	$0	$0	$0	$3,000
Total Contr To Outside Agencies:		**$7,000**	**$4,666**	**$76,717**	**$88,050**	**$91,550**
Total Human Svcs & Outside Agy Contr:		**$7,000**	**$4,666**	**$76,717**	**$88,050**	**$91,550**
Total Expenditures:		**$7,000**	**$4,666**	**$76,717**	**$88,050**	**$91,550**

Capital Outlay

Mission Statement & Primary Functions

Capital Budget

This account provides for funding from the General Fund for FY 2023-2024 Capital Budget projects, and incorporated into the fiscal period 2023-2024 through 2028-2029 Capital Improvement Program. Additional funding for FY 2023-2024 Capital Budget projects may be provided through Special Revenue and/or Enterprise Funds. The Capital Budget is the first year spending program of the six year (CIP), also referred to as the 'Pay-As-You-Go' element of the CIP.

Capital Improvement Program

The full budget document for the fiscal period 2023-2024 through 2028-2029 Capital Improvement Program can be found on the Town of South Kingstown's website:
https://www.southkingstownri.com/283/Budget-Information-and-Related-Documents
(https://www.southkingstownri.com/283/Budget-Information-and-Related-Documents)

The full six year Capital Improvement Program is summarized in tab twenty-one of this document, with details provided for Capital Budget, or Pay-As-You-Go projects as proposed within the FY 2023-2024 budget.

Capital Improvement Program Timeframe

The Capital Improvement Program (CIP), prepared by the Town Manager and approved by the Town Council, shall determine the Town's capital needs. The CIP will be prepared, presented and acted upon in accordance with the Town Code, *Chapter 6 – Finance, Article III. Capital Improvement Program and Capital Budget Ordinance* (https://library.municode.com/ri/south_kingstown/codes/code_of_ordinances?nodeId=PTIIICOOR_CH6FI_ARTIIICAIMPRCABUOR), with the following schedule:

- The Town Manager shall prepare and submit to the Town Council a six-year capital program no later than December 1st each year
- The Town Council by resolution shall adopt the CIP with or without amendment after public hearing and on or before February 1st each year

The Capital Improvement Program for Fiscal Period 2023-2024 through 2028-2029 was presented to the Town Council on December 1, 2022. The Town Council held work sessions to review the proposed CIP on January 4, 2023 with the school committee and on January 5, 2023 with municipal department directors. A public hearing was held during the Town Council's January 23, 2023 regular session to hear from the public, and the Capital Improvement Program for Fiscal Period 2023-2024 through 2028-2029 was adopted that evening.

Functions

Consistent with Town Code *Chapter 6 – Finance, Article III. Capital Improvement Program and Capital Budget Ordinance* (https://library.municode.com/ri/south_kingstown/codes/code_of_ordinances?nodeId=PTIIICOOR_CH6FI_ARTIIICAIMPRCABUOR), the Town uses a long range planning process to develop a six-year Capital Improvement Program (CIP). In addition to the Town Charter and maintaining a well-managed government, the CIP is prepared and reviewed annually. Because of the multi-year nature of the CIP, a comprehensive capital plan will help ensure the financial health of the Town and the preservation of the infrastructure and allows management to make sound decisions on affordability.

The multi-year nature of the CIP is why it is considered a 'living' document since it outlines a project's past and future. For example, as a project is developed, the amount and timing of expenditures may allow budget appropriations to be moved out in the CIP or require that the appropriations be accelerated and the budget size increased or decreased. Therefore, a review of needs is assessed annually to ensure that the appropriate levels of spending and types of spending by project are understood and outlined in the CIP.

The Town uses the Capital Improvement Program (CIP) to strategically invest in and develop capital projects. A project that is included in the Town's capital budget is defined as requiring the expenditure of public funds, for the purchase, construction, enhancement, or replacement of physical infrastructure and/or assets. Capital facilities and infrastructure refer to all public (both municipal and school) facilities such as buildings, streets, bridges, water and wastewater systems,

parks, and solid waste disposal facilities. A capital project or improvement is a major, non-recurring, tangible fixed asset. The term includes property acquisition, major improvements to an existing facility, and new building construction. Other costs associated with the capital budget include architectural and engineering fees, bond issuance costs, and site work, if needed. To be included in the CIP, the estimated project cost is over $10,000 and the project must have an expected useful life greater than that of the life-span of any debt used to fund the project.

Planning Process

For a project to be included in the CIP, the following is required:

- Annually, each department updates prior year capital project requests and identifies new projects or funding needs and submits their requests to the Town Manager for consideration and incorporation into the CIP
- The Town Manager recommends a CIP which represents the best effort to define the necessary community needs over the next six years and one in which completes existing capital projects and adequately funds new projects or increased costs of existing projects
- The Town Manager's considerations for project inclusion are based on the following:
  - Projects address health and safety concerns
  - Meet any federal or state mandates and/or legal obligations
  - Secure any outside funding such as federal, state or private to reduce tax burden
  - Pay-As-You-Go revenues are budgeted to a level of affordability
  - Preserve the existing tax base while assuring infrastructure/assets
  - Outline a realistic CIP plan within financial resources available
  - Determine outcome should a project be deferred

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Capital Outlay	$1,898,125	$1,898,125	$2,043,935	$2,043,935	$2,043,935	$1,983,300
Total Capital Outlay:	**$1,898,125**	**$1,898,125**	**$2,043,935**	**$2,043,935**	**$2,043,935**	**$1,983,300**

Expenditures by Expense Type

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Capital Outlay						
Property Appraisal Rsrve Fund	10185000-590326	$75,000.00	$75,000.00	$90,000.00	$90,000.00	$50,000.00
Capital Equip. & Replace. Fund	10185000-590408	$458,000.00	$458,000.00	$461,820.00	$461,820.00	$554,000.00
Technology Reserve Fund	10185000-590410	$70,000.00	$70,000.00	$70,000.00	$70,000.00	$10,000.00
Library Improvement Fund	10185000-590412	$105,000.00	$105,000.00	$50,000.00	$50,000.00	$60,000.00
Public Safety Reserve Fund	10185000-590414	$110,000.00	$110,000.00	$165,000.00	$165,000.00	$123,300.00
Public Works Improvement Fund	10185000-590418	$748,125.00	$748,125.00	$795,000.00	$795,000.00	$850,000.00
Rec Development & Restore Fund	10185000-590420	$220,000.00	$220,000.00	$256,115.00	$256,115.00	$146,000.00
Town Hall Improvement Fund	10185000-590426	$75,000.00	$75,000.00	$81,000.00	$81,000.00	$115,000.00
Transfer To Other Funds	10185000-590999	$37,000.00	$37,000.00	$75,000.00	$75,000.00	$75,000.00

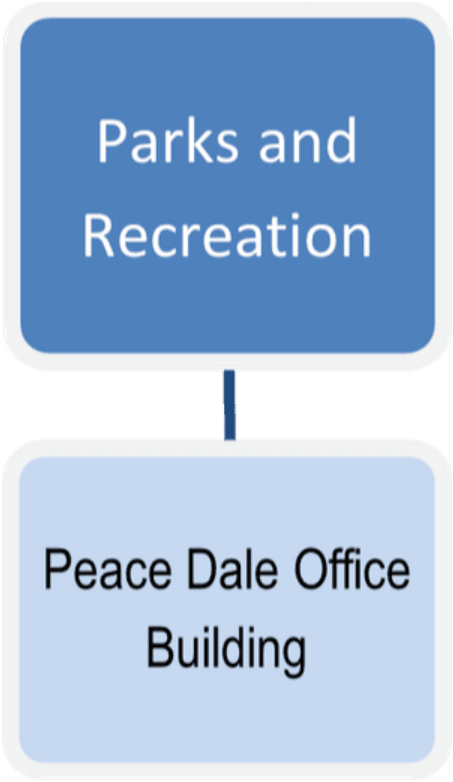
Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Total Capital Outlay:		$1,898,125.00	$1,898,125.00	$2,043,935.00	$2,043,935.00	$1,983,300.00
Total Expense Objects:		$1,898,125.00	$1,898,125.00	$2,043,935.00	$2,043,935.00	$1,983,300.00

Peace Dale Office Building Fund

Theresa L. Murphy, CPRE
Director of Leisure Services

The Parks & Recreation Department is funded through revenues from the General Fund, as well as the Peace Dale Office Building (PDOB), the Neighborhood Guild, and the Recreation Center. This section details the operational budget for the Peace Dale Office Building.

Organizational Chart



MIssion Statement & Primary Functions

Mission Statement

The Parks and Recreation Department is committed to enhancing the quality of life for all South Kingstown residents by providing enriching recreational experiences and exceptional facilities.

General Explanation and Work Program

The Peace Dale Office Building (PDOB) was constructed in 1865 by the Peace Dale Mill Company and was purchased by the Town in 1983. Since that time, the Parks and Recreation Department has managed the facility expanding programming into the building. The Department also manages the offering of commercial space within the building, with the rental income generated being held in a capital reserve fund. These funds are used exclusively for improvements and upgrades to the building, to both maintain PDOB's historical feel while addressing operational efficiencies.

The ground floor of the PDOB facility is utilized on a year-round basis for public programming through the Parks and Recreation Department. The space allows the Department to offer select leisure programs including art and pottery classes. The ground floor is fully accessible; however, limited access to the second and third floor levels prevents the Department from expanding into that space for additional programs.

Occupancy of the available 5,918 square feet available for commercial lease within the PDOB is currently at 100%. Fiscal year 2024-2025 projected rental revenue reflects a 2.3% increase as compared with the current fiscal year budget. The ground floor level will continue to be at risk for flooding during extreme weather events, given the building's location in a low-lying area. Short term safeguards are in place and have protected the ground floor during severe rain events. These safeguards will remain in place as a component of facility maintenance and hazard mitigation.

Functions

The primary functions include, but are not limited to:

- The PDOB location serves as an extension of the Neighborhood Guild facility, with some recreational programs offered there year-round.
- The Parks & Recreation Department manages the rentals and occupancy of commercial units within the PDOB
- Both day-to-day and long-term maintenance of the PDOB are managed by the Town's Facilities Division. Rental income is utilized to cover operational costs and long-term maintenance and preservation of the building.

FY 2024 - 2025 Priorities

Priorities	Town Council Goals & Objs
Install permanent flood control mechanism on ground floor level	FI
Establish a standardized communication process for tenants to report	FI / CEPP
Renew two lease agreements	TBF / ES
Continue exterior and interior facility improvements in collaboration with Facilities Division	TBF / CR
Assess Current Recreation Program Space and Explore option for higher usage with program expansion	FI

FY 2025 - 2026 Proposed Priorities

Proposed Priorities	Town Council Goals & Objs
Renew one lease agreement for new term	TBF
Implement improvements to HVAC system for better efficiency	FI
Install permanent flood control mechanism on ground floor level	FI
Investigate feasibility and fiscal outlook for long-term lease of third floor studio	TBF

Specific Performance Measurements

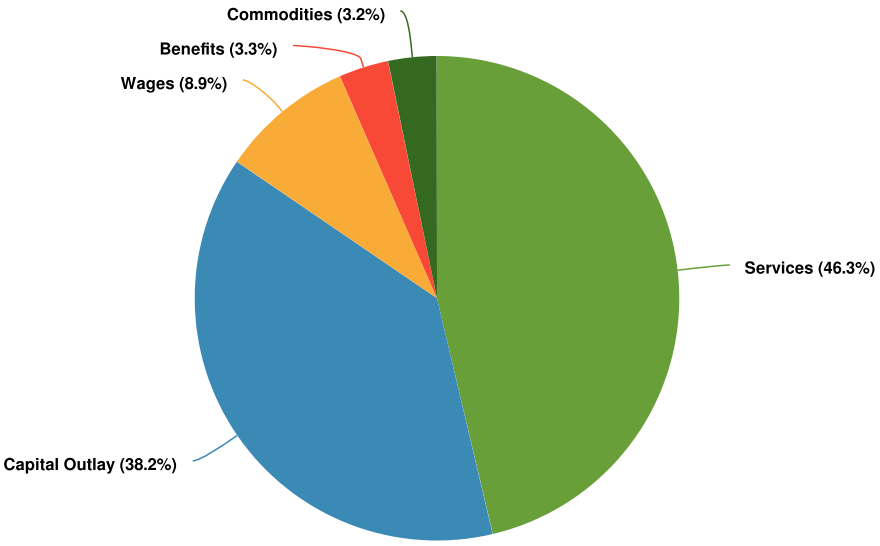
Description	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Anticipated	FY2025-26 Projected	Town Counci Goals & Objs
Commercial Tenants	8	8	8	8	TBF / ES
Recreational Programs Offered	12	10	10	8	ET / CEPP
Self-Support Rental Revenue	10,300	8,562	9,650	9,600	TBF
Lease Units - Rental Income	90,853	91,759	91,031	98,125	TBF / ES
Facility Programming Hours	813	630	574	600	TBF / CEPP

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Peace Dale Office Bldg. Fund						
Wages	$14,281	$14,140	$6,282	$9,595	$9,595	$9,847
Benefits	$5,616	$4,644	$2,296	$3,537	$3,459	$3,675
Services	$64,353	$37,882	$32,953	$70,529	$64,467	$51,242
Capital Outlay	$18,755	$27,559	$38,000	$20,446	$40,000	$42,300
Commodities	$3,628	$1,732	$1,565	$3,852	$2,750	$3,585
Total Peace Dale Office Bldg. Fund:	**$106,633**	**$85,956**	**$81,095**	**$107,959**	**$120,270**	**$110,649**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	30243010-511001	$14,015.00	$13,871.07	$6,183.58	$9,493.60	$9,740.95
Longevity	30243010-511006	$266.00	$268.53	$97.93	$101.44	$106.08
Total Wages:		**$14,281.00**	**$14,139.60**	**$6,281.51**	**$9,595.04**	**$9,847.03**
Benefits						
FICA	30243010-522250	$1,105.00	$1,085.04	$472.58	$715.20	$706.98
Municipal Employees Retirement	30243010-522300	$1,796.00	$1,778.59	$838.60	$1,250.77	$1,330.33
State Retirement Defined Cont.	30243010-522301	$189.00	$187.27	$85.56	$131.66	$132.45
Medical Insur-Active Employees	30243010-522818	$943.00	$944.54	$616.50	$1,013.38	$1,079.54
Dental Insur-Active Employees	30243010-522822	$83.00	$82.38	$24.22	$42.42	$42.16
Insurance Buyback	30243010-522840	$272.00	$276.40	$49.98	$76.50	$76.50
Life Insurance	30243010-522850	$13.00	$11.93	$4.63	$6.94	$6.94
Workers Compensation	30243010-529900	$1,215.00	$277.46	$203.91	$300.00	$300.00
Total Benefits:		**$5,616.00**	**$4,643.61**	**$2,295.98**	**$3,536.87**	**$3,674.90**

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Services						
Custodial Services	30243010-530013	$21,565.00	$0.00	$0.00	$22,104.13	$0.00
Refuse Disposal	30243010-530014	$783.00	$931.09	$584.48	$783.00	$900.00
Course Instructors	30243010-530022	$356.00	$361.20	$0.00	$420.00	$200.00
Electricity	30243010-532004	$12,500.00	$12,079.06	$7,848.03	$12,800.00	$13,300.00
Natural Gas	30243010-532008	$7,500.00	$8,608.77	$4,203.82	$9,300.00	$9,200.00
Wastewater Fees	30243010-532010	$1,400.00	$1,400.00	$1,600.00	$1,442.00	$1,600.00
Water Fees	30243010-532012	$480.00	$488.90	$430.00	$480.00	$500.00
Computer/Software Maint.	30243010-534016	$1,200.00	$839.39	$949.00	$1,200.00	$3,500.00
Maintenance Of Buildings	30243010-534020	$12,000.00	$6,619.45	$10,630.70	$15,000.00	$15,000.00
Insurance	30243010-560010	$6,569.00	$6,553.70	$6,706.80	$7,000.00	$7,042.00
Total Services:		**$64,353.00**	**$37,881.56**	**$32,952.83**	**$70,529.13**	**$51,242.00**
Capital Outlay						
Furniture And Furnishings	30243010-550026	$0.00	$1,133.55	$0.00	$2,500.00	$0.00
Capital Improvements	30243010-570002	$18,755.00	$4,860.00	$38,000.00	$17,945.50	$17,500.00
Transfer To Other Funds	30243010-590999	$0.00	$21,565.00	$0.00	$0.00	$24,800.00
Total Capital Outlay:		**$18,755.00**	**$27,558.55**	**$38,000.00**	**$20,445.50**	**$42,300.00**
Commodities						
Janitorial Materials & Supp	30243010-540014	$2,178.00	$1,405.87	$1,341.20	$2,178.00	$2,178.00
Elect Materials & Supplies	30243010-540018	$250.00	$55.56	$124.24	$250.00	$350.00
Chemicals And Gases	30243010-540024	$200.00	$0.00	$0.00	$200.00	$200.00
Miscellaneous Expenses	30243010-580100	$1,000.00	$271.00	$99.23	$1,224.00	$857.40
Total Commodities:		**$3,628.00**	**$1,732.43**	**$1,564.67**	**$3,852.00**	**$3,585.40**
Total Expense Objects:		**$106,633.00**	**$85,955.75**	**$81,094.99**	**$107,958.54**	**$110,649.33**

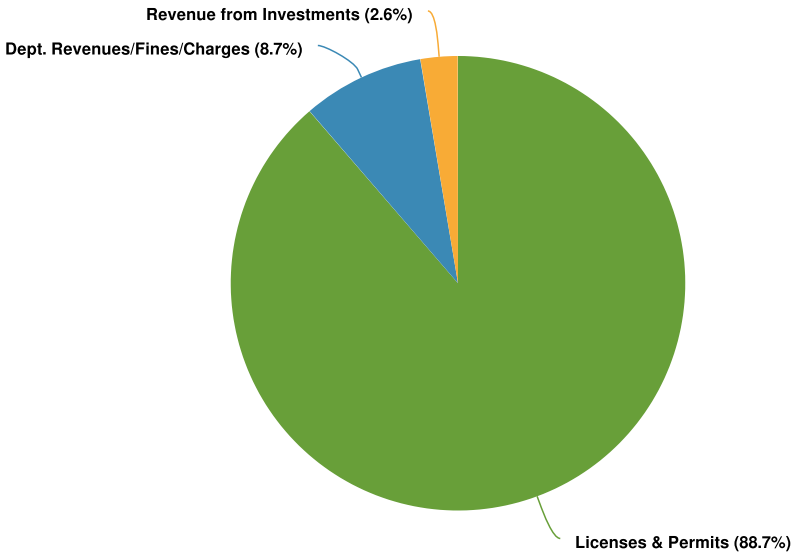
Revenue by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Peace Dale Office Bldg. Fund						

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Licenses & Permits	$95,225	$91,759	$63,170	$95,898	$94,429	$98,125
Dept. Revenues/Fines/Charges	$10,508	$8,562	$6,408	$11,100	$10,000	$9,600
Usage Fees	$0	$73	$91	$0	$70	$0
Revenue from Investments	$900	$9,901	$6,152	$961	$3,800	$2,924
Fund Balance Applied	$0	$0	$0	$0	$38,000	$0
Total Peace Dale Office Bldg. Fund:	**$106,633**	**$110,295**	**$75,821**	**$107,959**	**$146,299**	**$110,649**

Revenues by Source

Projected 2026 Revenues by Source



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Revenue Source						
Licenses & Permits						
BEEKMAN VIOLIN	30243000-431115	$40,812.00	$40,008.00	$26,672.00	$41,208.00	$42,032.00
JOSEPH HYDE	30243000-431115	$1,200.00	$0.00	$0.00	$0.00	$0.00
MC ENTEE & MC ENTEE LAW OFF	30243000-431115	$7,680.00	$7,680.00	$5,296.00	$7,944.00	$8,184.00
MUSEUM OF PRIMITIVE ART	30243000-431115	$5,352.00	$5,352.00	$3,680.00	$5,520.00	$5,688.00
NEIL PHILBIN	30243000-431115	$10,779.00	$10,671.00	$7,267.00	$11,103.00	$11,324.00
ONSITE MARKETING	30243000-431115	$0.00	-$1,085.96	$0.00	$0.00	$0.00
SC CHILD & FAMILY	30243000-431115	$20,352.00	$20,160.00	$13,848.00	$20,772.00	$21,408.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
OCEAN STATE WAVES	30243000-431115	$4,970.00	$4,942.00	$3,373.00	$5,127.00	$5,124.00
UNIT #8 (PETTY)	30243000-431115	$4,080.00	$4,032.00	$3,033.84	$4,224.00	$4,365.00
Total Licenses & Permits:		**$95,225.00**	**$91,759.04**	**$63,169.84**	**$95,898.00**	**$98,125.00**
Dept. Revenues/Fines/Charges						
Recreation Self-Supp Programs	30243000-440220	$10,508.00	$8,561.50	$6,408.33	$11,100.00	$9,600.00
Total Dept. Revenues/Fines/Charges:		**$10,508.00**	**$8,561.50**	**$6,408.33**	**$11,100.00**	**$9,600.00**
Usage Fees						
Interest On Delinquent Payt	30243000-418130	$0.00	$73.24	$90.83	$0.00	$0.00
Total Usage Fees:		**$0.00**	**$73.24**	**$90.83**	**$0.00**	**$0.00**
Revenue from Investments						
Investment Income	30243000-460010	$900.00	$9,900.74	$6,152.17	$961.00	$2,924.33
Total Revenue from Investments:		**$900.00**	**$9,900.74**	**$6,152.17**	**$961.00**	**$2,924.33**
Total Revenue Source:		**$106,633.00**	**$110,294.52**	**$75,821.17**	**$107,959.00**	**$110,649.33**

Expenditures by Function

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expenditures						
Leisure Services						
Peace Dale Building Operation						
Peace Dale Office Building						
Full-Time Employees	30243010-511001	$14,015.00	$13,871.07	$6,183.58	$9,493.60	$9,740.95
Longevity	30243010-511006	$266.00	$268.53	$97.93	$101.44	$106.08
FICA	30243010-522250	$1,105.00	$1,085.04	$472.58	$715.20	$706.98
Municipal Employees Retirement	30243010-522300	$1,796.00	$1,778.59	$838.60	$1,250.77	$1,330.33
State Retirement Defined Cont.	30243010-522301	$189.00	$187.27	$85.56	$131.66	$132.45
Medical Insur-Active Employees	30243010-522818	$943.00	$944.54	$616.50	$1,013.38	$1,079.54
Dental Insur-Active Employees	30243010-522822	$83.00	$82.38	$24.22	$42.42	$42.16
Insurance Buyback	30243010-522840	$272.00	$276.40	$49.98	$76.50	$76.50

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Life Insurance	30243010-522850	$13.00	$11.93	$4.63	$6.94	$6.94
Workers Compensation	30243010-529900	$1,215.00	$277.46	$203.91	$300.00	$300.00
Custodial Services	30243010-530013	$21,565.00	$0.00	$0.00	$22,104.13	$0.00
Refuse Disposal	30243010-530014	$783.00	$931.09	$584.48	$783.00	$900.00
Course Instructors	30243010-530022	$356.00	$361.20	$0.00	$420.00	$200.00
Electricity	30243010-532004	$12,500.00	$12,079.06	$7,848.03	$12,800.00	$13,300.00
Natural Gas	30243010-532008	$7,500.00	$8,608.77	$4,203.82	$9,300.00	$9,200.00
Wastewater Fees	30243010-532010	$1,400.00	$1,400.00	$1,600.00	$1,442.00	$1,600.00
Water Fees	30243010-532012	$480.00	$488.90	$430.00	$480.00	$500.00
Computer/Software Maint.	30243010-534016	$1,200.00	$839.39	$949.00	$1,200.00	$3,500.00
Maintenance Of Buildings	30243010-534020	$12,000.00	$6,619.45	$10,630.70	$15,000.00	$15,000.00
Janitorial Materials & Supp	30243010-540014	$2,178.00	$1,405.87	$1,341.20	$2,178.00	$2,178.00
Elect Materials & Supplies	30243010-540018	$250.00	$55.56	$124.24	$250.00	$350.00
Chemicals And Gases	30243010-540024	$200.00	$0.00	$0.00	$200.00	$200.00
Furniture And Furnishings	30243010-550026	$0.00	$1,133.55	$0.00	$2,500.00	$0.00
Insurance	30243010-560010	$6,569.00	$6,553.70	$6,706.80	$7,000.00	$7,042.00
Capital Improvements	30243010-570002	$18,755.00	$4,860.00	$38,000.00	$17,945.50	$17,500.00
Miscellaneous Expenses	30243010-580100	$1,000.00	$271.00	$99.23	$1,224.00	$857.40
Transfer To Other Funds	30243010-590999	$0.00	$21,565.00	$0.00	$0.00	$24,800.00
Total Peace Dale Office Building:		**$106,633.00**	**$85,955.75**	**$81,094.99**	**$107,958.54**	**$110,649.33**
Total Peace Dale Building Operation:		**$106,633.00**	**$85,955.75**	**$81,094.99**	**$107,958.54**	**$110,649.33**
Total Leisure Services:		**$106,633.00**	**$85,955.75**	**$81,094.99**	**$107,958.54**	**$110,649.33**
Total Expenditures:		**$106,633.00**	**$85,955.75**	**$81,094.99**	**$107,958.54**	**$110,649.33**

Senior Services Fund

Susan DiMasi
Senior Services Director

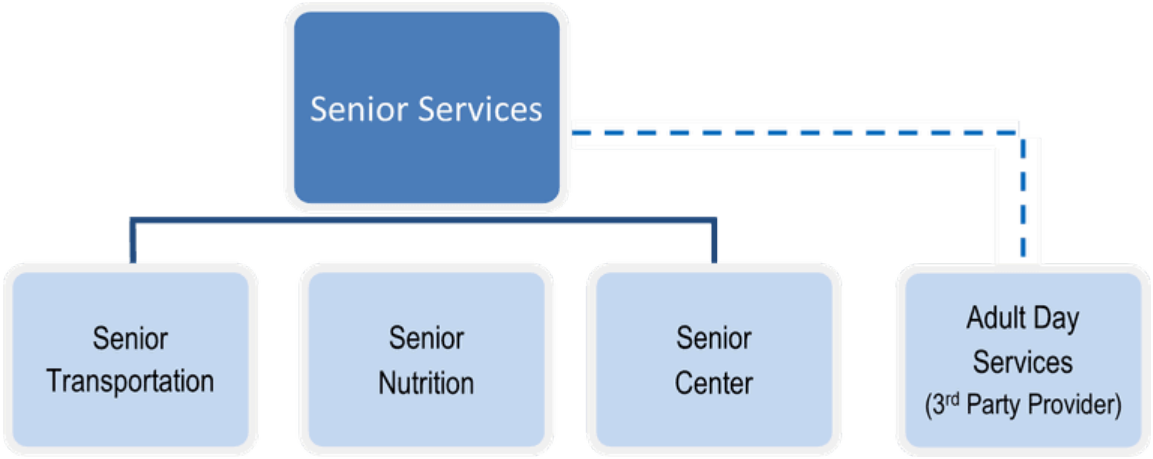
Division Summary

Division Number	Division Description
30442010	Senior Transportation
30442020	Senior Nutrition Program
30442030	Adult Day Services Program
30442040	Senior Center Program

Department Headcount (FTE)

Senior Services Fund	2022-23 Adopted	2023-24 Adopted	2024-25 Adopted	2025-26 Adopted	Incr./(Decr.) Prior Year
Total Personnel	4.00	4.00	4.00	4.00	0.00

Organizational Chart



Mission Statement & Primary Functions

Mission Statement

The mission of the Senior Services Department is to ensure excellence in service delivery, advocacy, and public policy dedicated to the needs of older residents of the Town of South Kingstown, their families, and caregivers through a single, visible, and responsive department. The Department strives to ensure that programs and services are user-friendly, consumer-directed, and delivered in the least restrictive environment and subscribes to the following Guiding Principles:

- Listen, respond, and react to the needs of older residents of South Kingstown, their families, and caregivers with respect, courtesy, patience, and dignity. Target services to elders in the greatest need, and those who are frail and at-risk.
- Provide a system of services and opportunities to help older people serve, and be served, where they live. Familiarize older people, their families and friends, and the community at large with the local senior services system.
- Maintain a dedicated effort to coordinate the many essential elements of an effective and comprehensive community system for older persons by collaborating with existing senior service programs provided by other public and private agencies and promoting accessibility of services
- Protect the rights and confidentiality of our patrons through adherence to laws, polices, and procedures. Ensure integrity of information and equitable access in a manner that is culturally sensitive.

General Explanation and Work Program

Among the vital services that assist families to keep their elders living at home are transportation, congregate meals, senior centers, and caregiver education and support groups. The Senior Services Department provides these services through the operation of three direct service programs: Transportation, Nutrition, and a Senior Services Center. In-kind support of Adult Day Services is provided by the Saint Elizabeth Community. Advocacy and technical assistance are also major functional areas within the Department.

The United States Census 2024 indicates the population of South Kingstown as 32,025 as of July 1, 2023, as compared to the Town's population of 30,651 in 2020. Senior services clearly represent a critical resource in the community. Current and future challenges lie in the development and implementation of services and programs for a broad senior demographic ranging from the newly retired to the frail elderly.

In July 2021, The Town entered into a three-year lease agreement with Saint Elizabeth Community for a fee of $1 per year, with an option to extend the agreement for five additional years; for the provision of a licensed Adult Day Services Program to be located at 283 Post Road, Wakefield, Rhode Island. In September 2021, the Adult Day facility opened to participants under the management of Saint Elizabeth Community. The Town retains ownership of the building and is responsible for ensuring that the building infrastructure is maintained. In July 2024, this lease agreement was renewed for an additional five-year period.

For FY 2025-2026, the Town will contribute 73% of the revenue necessary to operate the Senior Services Program. Support from our municipal partner, the Town of Narragansett, is proposed to account for an additional 12.0% of the overall revenue. The program also receives State and Federal grants. State funding in the form of a Rhode Island Designated Grant and a Legislative Grant will continue in FY 2025-2026. Funding from the State of RI Office of Healthy Aging will support the Community Information Specialist position.

Senior Transportation Program

The South Kingstown Senior Transportation service, which helps seniors maintain their independence in the community and helps prevent social isolation, is available to any resident (60+ years) of the Town. The goal of the program is to assist seniors with the activities of daily living by providing transportation to and from the Senior Center meal site, grocery stores, and other local retailers such as pharmacies. This service is available Monday through Friday and since it is based at The Senior Center, has maximum access to the senior population. The Senior Services Department will continue to promote this valuable service as a way for seniors to maintain their independence and stay active in the community.

Seniors who are transported directly to The Center for activities or lunch at the meal site are not charged a fee. The trip fee for shopping/errands is $1.00 per trip and will continue through FY25-26. Other non-municipal transportation options are available for seniors including the RIPTA Flex Service and Medical Transportation Management, Inc. (MTM), the state-contracted transportation provider.

In November 2024, a new 2025 Ford, 18-passenger, wheelchair accessible van was purchased which will provide a critical service in supporting the independence and mobility of South Kingstown's senior population. This acquisition will replace a 2011 diesel powered Chevrolet van. While continuing to provide rides to the Center and to shopping areas, new programs will be taken into consideration to provide more and new opportunities for our participants.

Senior Nutrition Program

The Senior Nutrition Program provides meals daily at the Senior Center's congregate meal site and Southern Rhode Island Volunteers, which has a satellite office at the Center, provides home-delivered meals through the federally funded Meals on Wheels Program. The objective of the Senior Nutrition Program is to provide the Town's older residents with low-cost, nutritious meals, and nutritional education. In addition to the primary health benefits of a balanced daily meal, seniors also receive the benefit of socializing with peers, as well as opportunities to take part in a variety of enrichment activities and services offered at The Center.

Recently, the face of the nutrition program has changed, at both the national and local levels, as there has not been an influx of baby boomers participating in the program. Daily lunch at the Center continues and provides a sense of community and healthy nutrition to those in attendance. In order to appeal to all individuals, the Center provides nutrition and dining alternatives to our programming, such as Singles 60+ Supper Club and monthly in-house dining incentives.

Those who participate in the Congregate Nutrition Program tend to do so on a regular basis, many attending three to five days a week. Residents from local senior housing complexes attend, as do those who attend classes and programs at The Center before and after the meal. Our program is very popular among those individuals who live alone and find socialization during mealtimes.

In 2024, a total of 2,730 meals were served at the Center. Approximately 82% of those meals were served to South Kingstown residents.

Personnel and benefit costs directly related to the operation of the Nutrition Program are included in this budget, as well as the overhead cost of the kitchen and dining room operation. Facility operational costs associated with the Nutrition program are calculated based on 30% of the overall cost of the Senior Center operation.

Adult Day Services Program

In July 2021, the Town entered into a three-year lease agreement with Saint Elizabeth Community for a fee of $1 per year, with an option to extend the agreement for five additional years, for the provision of a licensed Adult Day Services Program to be located at 283 Post Road, Wakefield, Rhode Island. Providing the facility for this service represents an in-kind contribution by the Town of South Kingstown and a commitment to continue the provision of community-based care in South Kingstown. In July 2024, the Town exercised the option to extend the lease agreement for five additional years.

Senior Center Program

The Senior Center serves as the community's point of entry for access to information about the various available services and activities for older adults, as well as a link to other local provider agencies, designed to support their independence, enhance their quality of life, and promote optimal aging. In addition to housing the Senior Nutrition and Transportation programs, the Senior Center offers social and recreational activities, health promotions and screenings, volunteer opportunities, educational programming, and information and referral services.

During 2024, the Center continued to experience a spike in the number of new participants, looking to add more to their daily routines.

The needs and interests of the Town's senior population continue to require a multi-level approach to service and program development. The Senior Center will continue to offer a wide range of choices for social, physical, and educational enrichment. Continued focus on the needs of the soon-to-be or newly retired individual will be a priority as needed. The development of new opportunities geared towards a healthy and active baby-boomer segment will continue.

In addition to health, wellness and enrichment programs, The Center offers social services assistance providing a full time Community Information Specialist (CIS). This position assists seniors by providing information, referrals, and education on a wide variety of topics such as Medicare, Senior Health Insurance, Heating Assistance, Medicare Part D, housing, and other similar programs. Medicare Open-Enrollment assistance is also offered yearly during the enrollment period.

An annual participant fee of $10 per person for South Kingstown and Narragansett residents, and a non-resident fee of $15 per person continues to be implemented. This revenue helps offset operational and program expenses of the Senior Services Department. It is important to note that no senior will be denied participation or services at the Senior Center due to inability to pay.

A breakdown of the Senior Center Program cost, minus non-municipal revenues, is shown below. The Towns of South Kingstown and Narragansett share in the remaining expenses associated with the program, representing fair share funding based on the percentage of services provided by the Center to residents of both towns.

Senior Center Program Cost	2023-2024 Actual	2024-2025 Budgeted	2025-2026 Proposed	Increase Over PY
Total Program	**$423,285**	**$432,359**	**$435,412**	**$3,053**
Less				
Grants	$74,984	50,798	$62,100	$11,302
Senior Classes	1,110	2,400	1,800	($600)
Miscellaneous Revenue (donations)	10,750	2,500	2,500	$0
Oliver Watson Fund Transfer	10,000	10,000	10,000	$0
Participant Annual Fee	5,910	6,000	7,500	$1,500
Fund Balance Transfer			10,000	
Net Direct Cost of Service	**$320,531**	**$360,661**	**$341,512**	($19,149)

Senior Center Program Cost		% Services Provided	Proposed 2025-2026
South Kingstown		75.96%	$259,427
Narragansett		24.04%	82,085
			$341,512

FY 2024 - 2025 Priorities

Priorities	Town Council Goals & Objs
Continue to execute evidence-based programs to include Matter of Balance, Diabetes Prevention and Tools for Healthy Living.	**VUR / CEPP**
Continue collaboration with the South Kingstown School Department Transition Academy	**CEPP**
Maintain participation in the South Kingstown Prevention Coalition and the South County Health Community Care Team	**CEPP / SCH**
Continue collaboration with South County Health to provide weekly wellness clinics, offer health maintenance screenings and educational programs.	**SCH / VUR**
Meet the needs of technology education and training for Center participants	**CEPP / URI**
Support continued collaboration with the Town Recreation Department, Library, Tax Accessor's office, Police and EMS to promote wellness, awareness and education	**CEPP**
Continue programming with URI Audiology, Pharmacy, Gerontology, Nursing and Physical Therapy Departments.	**URI / VUR**
Maintain ongoing relationship with Saint Elizabeth Community, Inc. to promote Adult Day Service Program	**VUR / TBF**
Continuation of shared services with the Town of Narragansett by offering the most cost-effective delivery of regional services and allocating a "fair	**FI / TBF**

FY 2025 - 2026 Priorities

Proposed Priorities	Town Council Goals & Objs
Continue to execute evidence-based programs to including A Matter of Balance, Diabetes Prevention and Chronic Pain and Self-Management.	**VUR/CEPP**
Continue collaboration with the South Kingstown School Department Transition Academy	**CEPP**
Maintain participation in the South Kingstown Prevention Coalition.	**CEPP**
Continue collaboration with South County Health to provide weekly wellness clinics, offer health maintenance screenings and educational programs.	**SCH/VUR**
Meet the need of technology education and training for Center participants.	**CEPP/URI**
Support continued collaboration with Town Departments, including but not limited to Town Recreation, Library, Tax Accessor's Office, Police, Fire and EMS to promote wellness, awareness and education.	**CEPP**
Continue programming with URI Audiology, Pharmacy, Gerontology, Nursing and Physical Therapy Departments to promote awareness, wellness and education.	**URI/VUR**
Maintain ongoing relationship with Saint Elizabeth Community, Inc. to promote Adult Day Service Program	**VUR/TBF**
Continue shared services with the Town of Narragansett by offering the most cost-effective delivery of regional services and allocating a "fair share funding" plan	**FI/TBF**
Promote the use of the Senior Services Transportation Program for shopping and center visits.	**TTS**

Specific Performance Measurements

Senior Center Funding Cost Share	FY 2024-25 % of Services Provided	FY2024-25 Adopted	FY2025-26 % of Services Provided	FY2025-26 Proposed
Town of South Kingstown	75.65%	$272,840	75.96%	$259,427
Town of Narragansett	24.35%	$87,821	24.04%	$82,085
Total	**100.00%**	**$360,661**	100%	$341,512

Senior Transportation Program	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Anticipated	FY2025-26 Anticipated	Town Council Goals & Objs
Total un-duplicated passengers per month	35	23	27	32	TTS / VUR
Trips per year	1,098	2,455	2,500	2,500	TTS / VUR
Miles logged - total per year	15,656	13,601	14,000	14,500	TTS / VUR
Average daily miles logged	77	80	80	85	TTS / VUR

Senior Nutrition Program	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Projected	FY2025-26 Anticipated	Town Council Goals & Objs
Meals Served – SK Residents	5,627	5,881	5,282	5,300	VUR
Meals Served – other towns	1,563	1,596	1,327	1,350	VUR
Total Meals Served (all towns)	7,190	7,477	6,609	6,650	VUR
Avg. # of participants served per week (unduplicated)	60	60	65	68	VUR
Annual volunteer hours	3,768	2,288	3,990	2,500	VUR / CEPP

Senior Center Program	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Projected	FY2025-26 Anticipated	Town Council Goals & Objs
Number of Members – SK	3,701	3,844	3,900	3,925	VUR
Number of Members – Narragansett	1,565	1,632	1,640	1,650	VUR
Number of Members – other towns	861	860	870	880	VUR
Total # of Members (all towns)	6,127	6,336	6,400	6,425	VUR
Total programs	163	174	185	190	VUR
New programs	32	23	54	59	VUR
# of information requests & referrals	1,537	3,286	3,386	3,400	VUR / CEPP
Average # of participants, per week (unduplicated)	241	176	230	245	VUR / CEPP
Special events	56	44	55	60	VUR

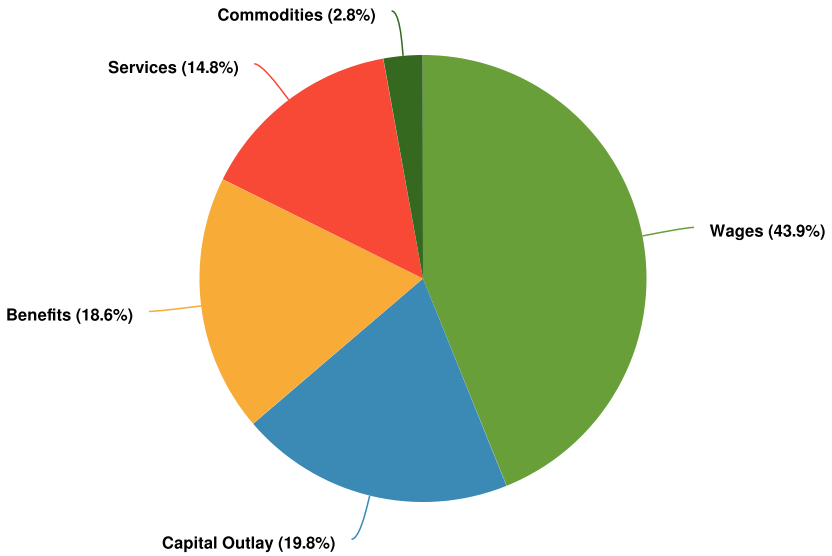
Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Senior Services Fund						
Wages	$295,781	$263,624	$182,383	$303,373	$284,441	$310,768
Benefits	$138,418	$129,362	$80,054	$142,832	$125,625	$131,476
Services	$187,261	$85,548	$77,934	$190,717	$183,978	$104,976
Capital Outlay	$80,069	$201,161	$38,859	$39,461	$39,461	$140,490
Commodities	$28,312	$12,162	$9,585	$31,459	$21,580	$20,096

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Total Senior Services Fund:	$729,841	$691,857	$388,815	$707,842	$655,085	$707,805

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	30442010-511001	$58,155.00	$51,930.09	$35,701.06	$59,545.57	$63,741.43
Full-Time Employees	30442020-511001	$45,047.00	$40,846.17	$28,546.50	$46,123.63	$47,106.35
Full-Time Employees	30442040-511001	$153,423.00	$143,622.39	$95,340.93	$157,092.57	$160,163.40
Part-Time Salaries	30442010-511002	$1,106.00	$0.00	$0.00	$1,106.00	$1,106.00
Part-Time Salaries	30442020-511002	$22,938.00	$12,230.30	$8,075.46	$22,938.00	$23,856.00
Part-Time Salaries	30442040-511002	$7,188.00	$7,407.17	$5,034.77	$7,367.70	$7,662.41
Seasonal Salaries	30442010-511003	$1,400.00	$0.00	$0.00	$1,400.00	$1,400.00
Retirement/Vacation Reimb.	30442010-511005	$0.00	$850.05	$599.49	$0.00	$0.00
Retirement/Vacation Reimb.	30442020-511005	$0.00	$0.00	$599.49	$0.00	$0.00
Retirement/Vacation Reimb.	30442040-511005	$0.00	$0.00	$2,797.62	$0.00	$0.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Longevity	30442010-511006	$994.00	$1,009.90	$254.59	$1,348.15	$812.92
Longevity	30442020-511006	$670.00	$706.10	$681.17	$831.80	$570.18
Longevity	30442040-511006	$4,860.00	$5,022.23	$4,751.79	$5,619.73	$4,349.28
Total Wages:		**$295,781.00**	**$263,624.40**	**$182,382.87**	**$303,373.15**	**$310,767.96**
Benefits						
FICA	30442010-522250	$4,942.00	$4,159.02	$2,850.51	$4,946.97	$5,131.43
FICA	30442020-522250	$5,161.00	$4,236.98	$2,788.78	$5,419.36	$5,394.16
FICA	30442040-522250	$12,143.00	$11,802.32	$7,766.60	$12,696.57	$12,766.17
Municipal Employees Retirement	30442010-522300	$7,441.00	$6,659.92	$4,786.99	$7,937.86	$8,536.88
Municipal Employees Retirement	30442020-522300	$5,752.00	$5,755.73	$3,888.74	$6,120.92	$6,441.10
Municipal Employees Retirement	30442040-522300	$19,912.00	$19,932.11	$13,301.37	$21,210.52	$22,225.66
State Retirement Defined Cont.	30442010-522301	$592.00	$529.21	$358.60	$607.36	$623.76
State Retirement Defined Cont.	30442020-522301	$525.00	$525.08	$336.68	$540.12	$541.14
State Retirement Defined Cont.	30442040-522301	$1,817.00	$1,818.46	$1,155.69	$1,837.38	$1,838.07
Medical Insur-Active Employees	30442010-522818	$4,712.00	$4,722.48	$2,096.07	$5,566.91	$3,316.08
Medical Insur-Active Employees	30442020-522818	$10,366.00	$10,389.58	$5,794.95	$11,147.20	$9,239.32
Medical Insur-Active Employees	30442040-522818	$46,173.00	$46,280.87	$25,604.31	$49,655.72	$40,618.88
Dental Insur-Active Employees	30442010-522822	$1,059.00	$892.46	$257.24	$1,060.50	$519.93
Dental Insur-Active Employees	30442020-522822	$454.00	$453.32	$224.97	$466.62	$463.77
Dental Insur-Active Employees	30442040-522822	$1,497.00	$1,497.47	$686.51	$1,541.34	$1,531.80
Insurance Buyback	30442010-522840	$2,000.00	$1,756.41	$1,230.72	$2,000.00	$4,000.00
Life Insurance	30442010-522850	$87.00	$81.54	$52.33	$86.70	$86.70
Life Insurance	30442020-522850	$57.00	$56.12	$34.84	$56.10	$56.10
Life Insurance	30442040-522850	$250.00	$249.98	$154.70	$249.90	$249.90
Worker's Compensation	30442010-529900	$6,447.00	$6,654.90	$5,886.59	$6,704.88	$6,300.00
Worker's Compensation	30442020-529900	$1,560.00	$372.57	$328.53	$1,000.00	$500.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Worker's Compensation	30442040-529900	$2,701.00	$503.17	$368.18	$529.00	$544.87
Travel Expenses	30442040-538014	$2,370.00	$32.16	$99.83	$1,050.00	$150.00
Uniforms And Other Clothing	30442010-540038	$250.00	$0.00	$0.00	$250.00	$250.00
Uniforms And Other Clothing	30442040-540038	$150.00	$0.00	$0.00	$150.00	$150.00
Total Benefits:		**$138,418.00**	**$129,361.86**	**$80,053.73**	**$142,831.93**	**$131,475.73**
Services						
Custodial Services	30442020-530013	$25,074.00	$0.00	$0.00	$25,700.00	$0.00
Custodial Services	30442040-530013	$47,868.00	$0.00	$0.00	$49,064.70	$0.00
Refuse Disposal	30442020-530014	$420.00	$467.05	$331.84	$441.00	$500.00
Refuse Disposal	30442040-530014	$985.00	$1,089.83	$774.32	$985.00	$1,019.48
Course Instructors	30442040-530022	$1,800.00	$1,570.00	$1,320.00	$2,400.00	$2,400.00
Copy Machine Services	30442040-530064	$2,010.00	$1,480.49	$2,211.00	$2,211.00	$2,321.55
Professional Services	30442020-530111	$3,437.00	$1,527.05	$3,453.16	$3,454.00	$684.00
Professional Services	30442040-530111	$13,430.00	$5,841.73	$6,869.53	$13,027.00	$3,464.00
Employee Training	30442010-530801	$0.00	$0.00	$0.00	$125.00	$125.00
Employee Training	30442020-530801	$0.00	$0.00	$0.00	$0.00	$150.00
Employee Training	30442040-530801	$0.00	$0.00	$0.00	$375.00	$375.00
Telephone	30442020-532000	$331.00	$165.07	$74.88	$76.00	$120.00
Telephone	30442040-532000	$1,212.00	$403.19	$174.64	$186.60	$195.00
Fuel - Oil	30442040-532002	$6,128.00	$4,178.45	$6,434.00	$6,434.40	$6,434.00
Electricity	30442020-532004	$8,903.00	$6,617.88	$4,179.76	$8,992.03	$9,400.00
Electricity	30442040-532004	$20,774.00	$15,441.75	$9,752.79	$20,774.00	$16,619.20
Natural Gas	30442020-532008	$2,135.00	$3,039.76	$1,983.41	$2,241.00	$2,265.00
Natural Gas	30442040-532008	$4,982.00	$4,119.76	$1,597.06	$5,231.10	$5,286.00
Wastewater Fees	30442020-532010	$268.00	$105.00	$140.16	$278.72	$250.85
Wastewater Fees	30442040-532010	$625.00	$245.00	$327.04	$643.75	$579.38

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Water Fees	30442020-532012	$800.00	$522.65	$800.00	$832.00	$832.00
Water Fees	30442040-532012	$1,966.00	$1,284.46	$2,064.00	$2,064.00	$2,064.00
Motor Vehicles Maintenance	30442010-534010	$7,000.00	$4,754.50	$1,841.50	$7,000.00	$7,000.00
Office Equipment Maintenance	30442040-534014	$200.00	$0.00	$0.00	$200.00	$200.00
Computer/Software Maint.	30442010-534016	$950.00	$839.38	$949.00	$950.00	$975.00
Computer/Software Maint.	30442020-534016	$950.00	$839.39	$949.00	$950.00	$950.00
Computer/Software Maintenance	30442040-534016	$3,520.00	$2,468.78	$2,688.00	$2,816.00	$2,738.00
Maintenance Of Buildings	30442020-534020	$2,000.00	$2,601.32	$1,578.28	$2,200.00	$5,567.00
Maintenance Of Buildings	30442030-534020	$1,500.00	$261.78	$0.00	$1,500.00	$1,500.00
Maintenance Of Buildings	30442040-534020	$3,000.00	$4,433.58	$4,920.60	$3,740.20	$7,784.20
Advertising	30442040-538012	$2,450.00	$0.00	$30.00	$2,450.00	$100.00
Printing Expenses	30442020-538022	$60.00	$0.00	$0.00	$60.00	$60.00
Printing Expenses	30442040-538022	$640.00	$68.65	$0.00	$640.00	$140.00
Licenses And Dues	30442030-538030	$2,000.00	$2,000.00	$2,000.00	$2,000.00	$1,000.00
Insurance	30442010-560010	$2,373.00	$2,310.92	$2,446.80	$2,610.30	$2,871.00
Insurance	30442020-560010	$875.00	$894.20	$956.79	$919.00	$1,004.00
Insurance	30442030-560010	$5,981.00	$5,653.29	$5,855.97	$6,000.00	$6,300.00
Insurance	30442040-560010	$10,614.00	$10,323.08	$11,230.25	$11,145.00	$11,702.00
Total Services:		**$187,261.00**	**$85,547.99**	**$77,933.78**	**$190,716.80**	**$104,975.65**
Capital Outlay						
Non-Major Technology Reserve	30442040-530044	$4,449.00	$4,449.00	$3,841.00	$3,841.00	$5,987.00
Office Equipment	30442020-550004	$120.00	$73.91	$18.49	$120.00	$120.00
Office Equipment	30442040-550004	$500.00	$146.00	$0.00	$500.00	$500.00
Transfer To Other Funds	30442010-590999	$40,000.00	$40,000.00	$0.00	$0.00	$0.00
Transfer To Other Funds	30442020-590999	$0.00	$25,074.00	$0.00	$0.00	$28,835.00
Transfer To Other Funds	30442030-590999	$10,000.00	$10,000.00	$10,000.00	$10,000.00	$0.00

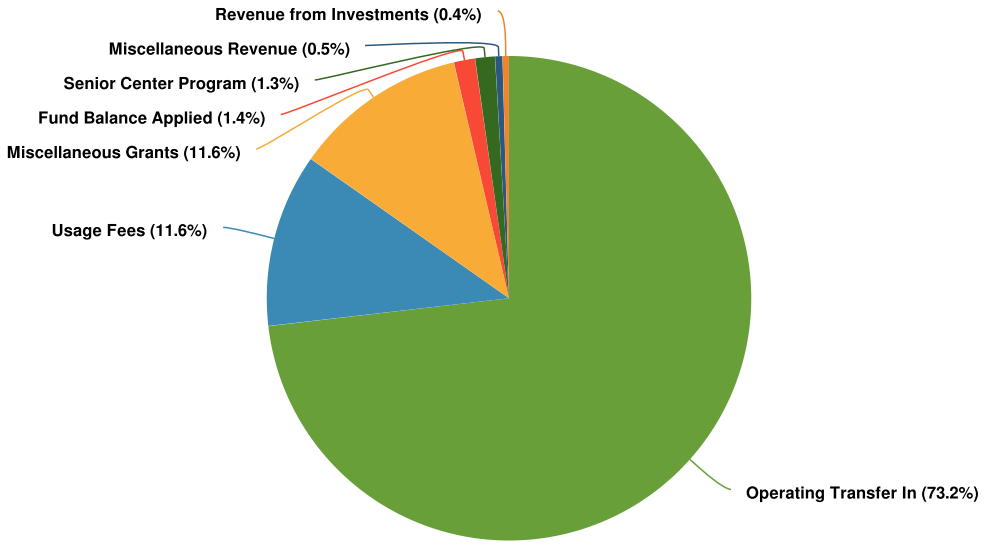
Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Transfer To Other Funds	30442040-590999	$25,000.00	$121,418.00	$25,000.00	$25,000.00	$105,048.00
Total Capital Outlay:		**$80,069.00**	**$201,160.91**	**$38,859.49**	**$39,461.00**	**$140,490.00**
Commodities						
General Materials & Supplies	30442040-540010	$1,750.00	$689.84	$225.63	$1,750.00	$300.00
Office Materials & Supplies	30442040-540012	$800.00	$649.03	$483.40	$800.00	$800.00
Janitorial Materials & Supp	30442020-540014	$1,980.00	$983.03	$956.48	$2,079.00	$2,141.00
Janitorial Materials & Supp	30442040-540014	$4,600.00	$2,784.72	$2,141.17	$4,830.00	$4,975.00
Rec Materials & Supplies	30442040-540016	$8,250.00	$1,253.45	$343.88	$8,250.00	$630.00
Motor Vehicle Materials & Supp	30442010-540028	$4,000.00	$628.21	$1,792.88	$4,000.00	$4,000.00
Fuels And Lubricants	30442010-540040	$5,082.00	$4,219.03	$2,762.47	$5,400.00	$5,400.00
Food	30442040-540046	$500.00	$142.51	-$7.41	$500.00	$500.00
Miscellaneous Expenses	30442010-580100	$350.00	$176.87	$0.00	$350.00	$350.00
Miscellaneous Expenses	30442040-580100	$1,000.00	$635.00	$886.62	$3,500.00	$1,000.00
Total Commodities:		**$28,312.00**	**$12,161.69**	**$9,585.12**	**$31,459.00**	**$20,096.00**
Total Expense Objects:		**$729,841.00**	**$691,856.85**	**$388,814.99**	**$707,841.88**	**$707,805.34**

Revenue by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Senior Services Fund						
Licenses & Permits	$0	$1	$1	$1	$1	$1
Operating Transfer In	$518,182	$528,182	$524,721	$534,721	$534,721	$517,894
Senior Center Program	$9,395	$7,020	$5,605	$8,400	$6,800	$9,300
Usage Fees	$96,911	$96,911	$87,821	$87,821	$87,821	$82,085
Revenue from Investments	$0	$18,913	$16,164	$2,000	$20,000	$3,000
Miscellaneous Revenue	$800	$11,613	$581	$3,500	$3,000	$3,500
Fund Balance Applied	$15,000	$5,000	$0	$8,000	$8,000	$10,000
Miscellaneous Grants	$89,553	$83,384	$48,366	$63,398	$86,726	$82,026
Total Senior Services Fund:	**$729,841**	**$751,024**	**$683,259**	**$707,841**	**$747,069**	**$707,805**

Revenues by Source

Projected 2026 Revenues by Source



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Revenue Source						
Licenses & Permits						
Rental Of Town Properties	30442030-430170	$0.00	$1.00	$1.00	$1.00	$1.00
Total Licenses & Permits:		**$0.00**	**$1.00**	**$1.00**	**$1.00**	**$1.00**
Operating Transfer In						
General Fund	30442010-490101	$148,140.00	$148,140.00	$111,995.00	$111,995.00	$115,546.13
General Fund	30442020-490101	$129,241.00	$129,241.00	$130,386.00	$130,386.00	$127,120.97
General Fund	30442030-490101	$9,481.00	$9,481.00	$9,500.00	$9,500.00	$5,799.00
General Fund	30442040-490101	$221,320.00	$231,320.00	$272,840.00	$272,840.00	$259,427.49
Oliver Watson Fund	30442040-490510	$10,000.00	$10,000.00	$0.00	$10,000.00	$10,000.00
Total Operating Transfer In:		**$518,182.00**	**$528,182.00**	**$524,721.00**	**$534,721.00**	**$517,893.59**
Senior Center Program						
Senior Classes	30442040-440295	$1,800.00	$1,110.00	$640.00	$2,400.00	$1,800.00
Membership Fee	30442040-440300	$7,595.00	$5,910.00	$4,965.00	$6,000.00	$7,500.00
Total Senior Center Program:		**$9,395.00**	**$7,020.00**	**$5,605.00**	**$8,400.00**	**$9,300.00**

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Usage Fees						
Narragansett Cost Share	30442040-418013	$96,911.00	$96,911.00	$87,821.00	$87,821.00	$82,084.76
Total Usage Fees:		**$96,911.00**	**$96,911.00**	**$87,821.00**	**$87,821.00**	**$82,084.76**
Revenue from Investments						
Investment Income	30442030-460010	$0.00	$18,913.16	$16,163.82	$2,000.00	$3,000.00
Total Revenue from Investments:		**$0.00**	**$18,913.16**	**$16,163.82**	**$2,000.00**	**$3,000.00**
Miscellaneous Revenue						
Miscellaneous Revenue	30442010-470010	$800.00	$863.00	$505.20	$1,000.00	$1,000.00
Miscellaneous Revenue	30442040-470010	$0.00	$10,750.00	$76.00	$2,500.00	$2,500.00
Total Miscellaneous Revenue:		**$800.00**	**$11,613.00**	**$581.20**	**$3,500.00**	**$3,500.00**
Fund Balance Applied						
Net Assets Forward To Ops	30442030-499050	$10,000.00	$0.00	$0.00	$8,000.00	$0.00
Designated F/B - General	30442040-499060	$5,000.00	$5,000.00	$0.00	$0.00	$10,000.00
Total Fund Balance Applied:		**$15,000.00**	**$5,000.00**	**$0.00**	**$8,000.00**	**$10,000.00**
Miscellaneous Grants						
Miscellaneous Grants	30442020-451110	$10,642.00	$8,400.30	$7,399.20	$12,600.00	$19,926.00
Miscellaneous Grants	30442040-451110	$78,911.00	$74,983.89	$40,966.71	$50,798.00	$62,100.00
Total Miscellaneous Grants:		**$89,553.00**	**$83,384.19**	**$48,365.91**	**$63,398.00**	**$82,026.00**
Total Revenue Source:		**$729,841.00**	**$751,024.35**	**$683,258.93**	**$707,841.00**	**$707,805.35**

Neighborhood Guild Fund

Theresa L. Murphy, CPRE
Director of Leisure Services

The Recreation Department employs an administrative staff of 18 full-time employees and over 200 part-time and seasonal employees and independent contractors, who work out of the Neighborhood Guild, the Recreation Center, the PDOB, or at one of our many parks.

The South Kingstown Recreation Commission is responsible for overseeing policy adherence and development for the Parks and Recreation Department. The Leisure Services Director is responsible for daily administration of all Department operations.

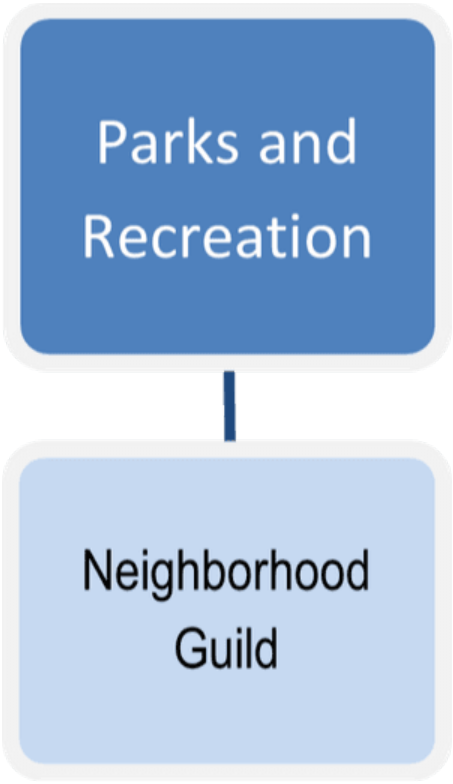
Division Summary

Division Number	Division Description
41010	Guild - Admin. & Maintenance
41020	Guild - Front Desk
41040	Guild - Senior Trips Program
41050	Guild - Youth Programs
41060	Guild - Music Programs
41070	Guild - Adult Programs
41080	Guild - Art Programs

Division Headcount (FTE)

Neighborhood Guild - Administration	Fy2022-23 Adopted	FY2023-24 Adopted	FY2024-25 Adopted	FY2025-26 Proposed	Incr./(Decr.) Prior Year
Total Personnel	4.5	4.5	4.5	4.5	0.00

Organizational Chart



MIssion Statement & Primary Functions

Mission Statement

The Parks and Recreation Department is committed to enhancing the quality of life for all South Kingstown residents by providing enriching recreational experiences and exceptional facilities. The Neighborhood Guild is the home of the Parks and Recreation Department; where many of the Town's indoor recreation programs are offered, as well as where the Department's administrative offices are located.

General Explanation and Work Program

The Neighborhood Guild was constructed in 1908 as an activity center for employees of the Peace Dale Mill Company and was deeded to the Town in 1940 to serve as a community center for residents. Today it remains true to its original purpose, serving as the home of the South Kingstown Parks and Recreation Department, offering a year-round array of recreational programming and opportunities for all ages. The Guild is a 25,000 square-foot facility housing a variety of classrooms, music rooms, small gymnasium/performance area, woodworking room, kitchen, fitness and locker rooms, and administrative offices for the Parks and Recreation Department. The building supports over 500 classes annually, including the arts, community education, fitness, and special events for all segments of the population. In addition, the Guild is utilized by members of the public and a variety of community based non-profit groups for meetings and programs.

The operation of the Guild and related recreational programming is financially self-supporting, with revenue generated from the Hazard and Guild Trust Funds, investment income, program fees, rentals, and various other sources. Programs focus on adult education, cultural arts activities for all ages, and passive recreation for youth and families.

Functions

The Neighborhood Guild houses many aspects of the Parks and Recreation Department, broken into a variety of functions, including, but not limited to, the following:

Administration & Maintenance

- Oversee the operation and management of the Neighborhood Guild as a community center for year-round public recreation and enrichment programs for all ages
- Develop and program public leisure and recreation activities in the following areas: Music, Arts, Youth Leisure, Adult Leisure, Travel
- Serve the public as patrons of the Parks and Recreation Department on a daily basis, providing information, direction, program registration, activity facilitation, and general customer service.
- Manage and schedule rental of activity/meeting rooms to community-based non-profit groups for meetings and programs, and to residents and non-residents for a variety of special events.
- Manage the operational budget of the Neighborhood Guild with a focus on maintaining it as a self-supporting entity utilizing a combination of trust fund revenue and program revenue
- In collaboration with the Facilities Division, manage daily maintenance and upkeep of the facility, including cleaning, maintenance, repairs, and care of the surrounding grounds.

Front Desk

- Provide Parks & Recreation Department customer support over the phone and in person
- Process customer registrations, point of sale transactions, and refunds utilizing recreation data management software
- Reconcile all transactions on a daily basis
- Provide support to Parks and Recreation Department staff in the form of administrative duties, including daily deposits, management of the lobby area, and assistance with the development of the seasonal brochures
- Respond to customer inquiries regarding a variety of topics such as programs, directions, park amenities, schedules, and eligibility via phone and email

Music

- Develop and coordinate music programs that offer individual and group instruction through the Knapp School of Music at the Neighborhood Guild

- Recruit independent contractors with teaching experience in piano, violin, guitar, mandolin, percussion, voice, and other instruments as demand warrants
- Coordinate weekly lessons with music instructors and students
- Organize semi-annual concerts to highlight music students and their achievements
- Oversee the care and maintenance of dedicated music rooms, a music library, and eight pianos within the Guild

Arts

- Develop and coordinate arts programs for a variety of age levels from preschool to senior citizen.
- Recruit independent contractors with various specialties such as oil painting, watercolor, sculpture, and crafts
- Provide offerings for all ability levels
- Schedule arts camps for the summer season

Youth Programming

- Develop and coordinate a variety of recreational and leisure programs geared towards preschool, youth, and teens
- Plan and implement school vacation camp programs for the local elementary and middle school student population
- Work with the South Kingstown School Department to promote programs and identify volunteer/leadership opportunities for young adults in High School
- Work in partnership with the Police Department, and the Union Fire District and Kingston Fire District to offer programs with a focus on safety and community involvement

Adult Leisure

- Develop and coordinate recreational and leisure programs for adult residents in the community
- Recruit independent contractors with a variety of backgrounds such as woodworking, boating, dog obedience, knitting, photography

Travel (Trips)

- Develop and program a variety of day trip offerings for the general public.
- Accompany participants on trips as staff liaisons to ensure safety and satisfaction of all.
- Partner with other organizations in order to establish the most cost-efficient pricing for customers and to reach minimum goal for group discounts

General

- Establish fees that allow for programs to be self-sustaining
- Identify program scholarship opportunities for residents with financial limitations
- Schedule and manage part-time instructors for select programs, coordinate room assignments within the Guild
- Administer customer satisfaction surveys in order to effectively plan future programs based on customer feedback
- Promote and market programs through a variety of methods, including flyers, eNewsletters, Recreation Department seasonal brochure, and social media accounts
- Establish and maintain an operational budget based on pre-planning and projected participation

FY 2024 - 2025 Priorities

Priorities	Town Council Goals & Objs
Reestablish Senior Trip Program	CEPP / CP
Seek participant feedback through surveys and constant contact outreach	CEPP
Grow Adult Program/Class Offerings by 5%	CEPP / CP
Streamline communication, offerings and updates on the department webpage, registration webpage and social media accounts for ease of use for the public	CEPP
Provide staff with professional development opportunities and training to better serve the community	ET

FY 2025 - 2026 Proposed Priorities

Proposed Priorities	Town Council Goals & Objs
Utilizing new software - CivicRec - to implement regular program surveys upon completion of every program and share feedback with instructors for continuous feedback and improvement by contractors and Department staff	CEPP / CP
Complete planned capital improvements to the building infrastructure, including windows, main entrance and exterior improvements.	FI
Revitalize the day trip program by conducting an outreach survey for input and feedback and collaborating with other organizations to grow the program.	CEPP / CP
Simplify and organize the department's digital platforms to ensure easy navigation, clear communication, and timely updates for the public with a dedicated focus by the Marketing & Events Coordinator.	CEPP
Offer tailored professional development opportunities to staff, ensuring they are equipped with the knowledge and skills to better serve and engage the community	ET

Specific Performance Measurements

Description	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Anticipated	FY2025-26 Projected	Town Council Goals & Objs
Trust Income % of Total Revenue	47.73%	54.60%	54.50%	52.62%	TBF
Program fees % of Total Revenue	31.33%	40.3%	34.74%	37.27%	TBF
Total Guild Facility Usage Attendance	22,888	25,750	26,000	27,500	CEPP
Room Reservations by Community members and organizations (non-programs)	1,604	2917	3000	3000	CEPP / TBF
Online Transactions (including registrations, payments, etc.)	3,693	43,351	3,500	4,000	FI
Independent Contractors	121	130	130	135	FI / ET
New Classes Offered	15	15	15	26	FI / ET
Preschool Enrollment	93	100	70	90	FI / ET
Youth/Teen Enrollment	509	450	500	550	FI / ET
Adult enrollment	1,314	1,400	1,450	1,450	FI / ET
Art enrollment	1,209	1,100	1950	975	FI / ET
Sports & fitness enrollment	5,652	5,500	5,500	5,300	FI / ET
Music lessons	3,426	3,700	5,000	5,000	FI / ET
Music students registered	100	125	165	170	FI / ET
Special events	1,495	1,300	1,500	2,000	FI / CEPP

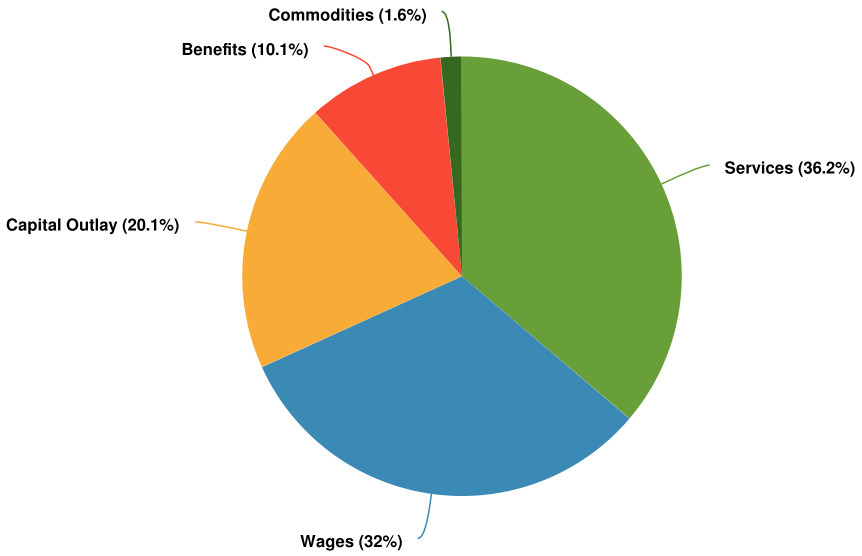
Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Neighborhood Guild Fund						
Wages	$259,868	$254,090	$180,063	$297,747	$292,721	$332,841
Benefits	$93,165	$81,493	$58,810	$96,108	$93,180	$104,870
Services	$502,396	$321,762	$325,004	$545,897	$326,981	$376,564
Capital Outlay	$4,500	$194,096	$7,242	$3,200	$197,257	$209,321
Commodities	$13,231	$10,501	$5,138	$17,770	$12,925	$16,210

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Total Neighborhood Guild Fund:	$873,160	$861,942	$576,257	$960,722	$923,064	$1,039,806

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Expense Objects							
Wages							
Full-Time Employees	30641010-511001	$196,114.00	$201,434.94	$140,196.40	$226,665.66	$226,665.00	$239,515.26
Part-Time Salaries	30641020-511002	$37,303.00	$31,296.65	$22,619.38	$44,097.74	$41,243.00	$45,572.18
Part-Time Salaries	30641060-511002	$3,825.00	$2,891.78	$2,198.18	$3,910.00	$3,825.00	$4,160.00
Part-Time Salaries	30641070-511002	$2,484.00	$1,931.69	$1,222.89	$2,540.00	$2,430.00	$2,496.00
Part-Time Salaries	30641080-511002	$9,421.00	$8,632.25	$6,271.61	$9,632.00	$9,069.00	$10,240.00
Seasonal Salaries	30641050-511003	$5,984.00	$3,954.62	$1,388.80	$6,528.00	$3,920.00	$24,192.00
Seasonal Salaries	30641080-511003	$414.00	$0.00	$0.00	$423.00	$0.00	$0.00
Overtime	30641010-511004	$1,000.00	$1,083.82	$867.51	$1,000.00	$1,000.00	$1,000.00
Overtime	30641020-511004	$0.00	$16.02	$0.00	$0.00	$0.00	$0.00
Overtime	30641050-511004	$0.00	$107.81	$112.13	$0.00	$0.00	$0.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Retirement/Vacation Reimb.	30641010-511005	$0.00	$0.00	$484.52	$0.00	$484.52	$0.00
Longevity	30641010-511006	$2,739.00	$2,128.23	$3,776.98	$2,366.91	$3,309.49	$4,865.35
Longevity	30641020-511006	$584.00	$612.61	$924.72	$584.00	$774.94	$800.00
Total Wages:		**$259,868.00**	**$254,090.42**	**$180,063.12**	**$297,747.31**	**$292,720.95**	**$332,840.79**
Benefits							
FICA	30641010-522250	$14,874.00	$15,409.68	$10,872.81	$17,243.44	$17,000.00	$17,380.43
FICA	30641020-522250	$2,854.00	$2,442.24	$1,801.13	$3,261.03	$3,200.00	$3,289.66
FICA	30641050-522250	$458.00	$310.77	$114.83	$499.00	$300.00	$1,851.00
FICA	30641060-522250	$293.00	$221.21	$168.16	$299.00	$293.00	$318.00
FICA	30641070-522250	$190.00	$147.82	$93.54	$194.29	$186.00	$191.00
FICA	30641080-522250	$753.00	$660.43	$479.78	$770.00	$735.00	$783.00
Municipal Employees Retirement	30641010-522300	$24,894.00	$25,608.63	$19,220.48	$29,855.78	$29,855.00	$32,471.37
State Retirement Defined Cont.	30641010-522301	$2,182.00	$2,238.81	$1,576.29	$2,521.00	$2,521.00	$2,565.08
Medical Insur-Active Employees	30641010-522818	$32,497.00	$25,759.39	$18,736.39	$29,082.85	$29,082.00	$37,248.31
Dental Insur-Active Employees	30641010-522822	$1,938.00	$1,665.04	$992.89	$1,830.90	$1,830.00	$1,814.87
Insurance Buyback	30641010-522840	$2,136.00	$3,221.53	$1,491.90	$4,144.50	$3,500.00	$2,144.50
Life Insurance	30641010-522850	$290.00	$292.91	$209.72	$340.07	$340.00	$340.07
Life Insurance	30641020-522850	$35.00	$0.00	$0.00	$35.00	$0.00	$35.00
Worker's Compensation	30641010-529900	$7,140.00	$3,114.16	$2,638.17	$3,300.00	$2,638.00	$2,638.00
Travel Expenses	30641010-538014	$200.00	$0.00	$0.00	$200.00	$150.00	$200.00
Conference Expenses	30641010-538018	$1,000.00	$200.00	$414.00	$1,100.00	$1,100.00	$1,100.00
Uniforms And Other Clothing	30641010-540038	$1,181.00	$200.00	$0.00	$1,181.00	$300.00	$300.00
Uniforms And Other Clothing	30641020-540038	$250.00	$0.00	$0.00	$250.00	$150.00	$200.00
Total Benefits:		**$93,165.00**	**$81,492.62**	**$58,810.09**	**$96,107.86**	**$93,180.00**	**$104,870.29**
Services							
Cleaning Services	30641010-530012	$600.00	$359.49	$546.76	$600.00	$650.00	$650.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Custodial Services	30641010-530013	$115,397.00	$0.00	$0.00	$119,436.00	$0.00	$0.00
Refuse Disposal	30641010-530014	$2,142.00	$2,385.65	$1,689.68	$2,550.00	$2,550.00	$2,680.00
Copy Machine Services	30641010-530064	$1,850.00	$753.83	$768.37	$1,850.00	$1,850.00	$1,850.00
Professional Services	30641010-530111	$3,410.00	$2,253.72	$4,494.15	$4,529.00	$4,601.36	$5,439.11
Professional Services	30641040-530111	$0.00	$0.00	$0.00	$12,205.00	$6,000.00	$12,205.00
Professional Services	30641050-530111	$52,650.00	$41,578.20	$56,017.00	$56,050.00	$49,800.00	$60,400.00
Professional Services	30641060-530111	$76,800.00	$104,200.50	$125,000.00	$77,900.00	$74,400.00	$91,050.00
Professional Services	30641070-530111	$40,400.00	$30,758.10	$33,000.00	$40,000.00	$35,000.00	$40,000.00
Professional Services	30641080-530111	$47,018.00	$59,788.50	$44,300.00	$63,842.00	$62,680.00	$60,000.00
Employee Training	30641010-530801	$0.00	$0.00	$0.00	$625.00	$625.00	$660.00
Employee Training	30641020-530801	$0.00	$0.00	$0.00	$0.00	$0.00	$100.00
Telephone	30641010-532000	$2,040.00	$1,962.26	$992.96	$2,040.00	$2,040.00	$2,080.80
Electricity	30641010-532004	$20,450.00	$20,784.06	$13,244.14	$22,450.00	$22,450.00	$23,123.50
Natural Gas	30641010-532008	$14,700.00	$13,908.87	$7,721.07	$14,700.00	$14,700.00	$14,994.00
Wastewater Fees	30641010-532010	$740.00	$350.00	$400.00	$762.00	$400.00	$600.00
Water Fees	30641010-532012	$947.00	$800.87	$811.00	$975.00	$890.00	$975.00
Computer/Software Maintenance	30641010-534016	$5,675.00	$4,583.17	$4,912.00	$5,800.00	$5,800.00	$14,944.50
Maintenance Of Buildings	30641010-534020	$14,000.00	$12,559.93	$5,731.38	$16,000.00	$16,000.00	$14,000.00
Advertising	30641010-538012	$300.00	$0.00	$0.00	$300.00	$200.00	$300.00
Postage	30641010-538020	$1,300.00	$382.60	$0.00	$1,300.00	$1,000.00	$1,100.00
Printing Expenses	30641010-538022	$5,000.00	$3,307.64	$5,000.00	$5,000.00	$4,500.00	$4,500.00
Rents	30641040-538028	$0.00	$2,095.00	$0.00	$0.00	$0.00	$0.00
Rents	30641050-538028	$324.00	$0.00	$0.00	$972.00	$350.00	$1,700.00
Rents	30641080-538028	$840.00	$0.00	$0.00	$840.00	$0.00	$840.00
Licenses And Dues	30641010-538030	$1,630.00	$987.19	$1,174.49	$1,700.00	$1,244.00	$2,160.00
Insurance	30641010-560010	$17,760.00	$17,962.17	$19,200.50	$18,600.00	$19,250.50	$20,212.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Debt - Principal	30641010-589010	$46,354.00	$0.00	$0.00	$46,354.00	$0.00	$0.00
Debt - Interest	30641010-589012	$30,069.00	$0.00	$0.00	$28,517.00	$0.00	$0.00
Total Services:		**$502,396.00**	**$321,761.75**	**$325,003.50**	**$545,897.00**	**$326,980.86**	**$376,563.91**
Capital Outlay							
Office Equipment	30641010-550004	$2,000.00	$1,897.13	$782.35	$1,000.00	$850.00	$1,000.00
Janitorial Equipment	30641010-550016	$400.00	$78.92	$0.00	$400.00	$300.00	$400.00
Recreational Equipment	30641010-550018	$1,000.00	$0.00	$0.00	$800.00	$800.00	$800.00
Recreational Equipment	30641060-550018	$100.00	$0.00	$0.00	$0.00	$0.00	$0.00
Furniture And Furnishings	30641010-550026	$1,000.00	$299.99	$1,000.00	$1,000.00	$1,000.00	$1,000.00
General Fund	30641050-590101	$0.00	$0.00	$5,460.00	$0.00	$0.00	$0.00
Transfer To Other Funds	30641010-590999	$0.00	$191,820.28	$0.00	$0.00	$194,307.00	$206,121.00
Total Capital Outlay:		**$4,500.00**	**$194,096.32**	**$7,242.35**	**$3,200.00**	**$197,257.00**	**$209,321.00**
Commodities							
General Materials & Supplies	30641010-540010	$0.00	$72.01	$0.00	$0.00	$0.00	$0.00
Office Materials & Supplies	30641010-540012	$1,000.00	$989.40	$927.24	$1,000.00	$975.00	$1,000.00
Janitorial Materials & Supp	30641010-540014	$2,949.00	$2,819.05	$2,025.09	$3,000.00	$3,000.00	$3,090.00
Rec Materials & Supplies	30641010-540016	$500.00	$95.07	$22.85	$500.00	$500.00	$500.00
Rec Materials & Supplies	30641040-540016	$0.00	$1,900.00	$0.00	$2,800.00	$1,500.00	$2,800.00
Rec Materials & Supplies	30641050-540016	$2,962.00	$2,661.67	$974.94	$2,700.00	$3,050.00	$3,700.00
Rec Materials & Supplies	30641060-540016	$200.00	$0.00	$0.00	$200.00	$200.00	$200.00
Rec Materials & Supplies	30641070-540016	$100.00	$0.00	$0.00	$0.00	$0.00	$0.00
Rec Materials & Supplies	30641080-540016	$300.00	$0.00	$110.00	$300.00	$200.00	$150.00
Elect Materials & Supplies	30641010-540018	$470.00	$92.74	$210.51	$470.00	$450.00	$470.00
Chemicals And Gases	30641010-540024	$250.00	$100.00	$100.00	$250.00	$150.00	$250.00
Bldg & Const Materials & Supp	30641010-540026	$1,000.00	$752.63	$688.61	$1,000.00	$550.00	$1,000.00
General Hardware & Tools	30641010-540032	$500.00	$465.99	$0.00	$500.00	$300.00	$500.00

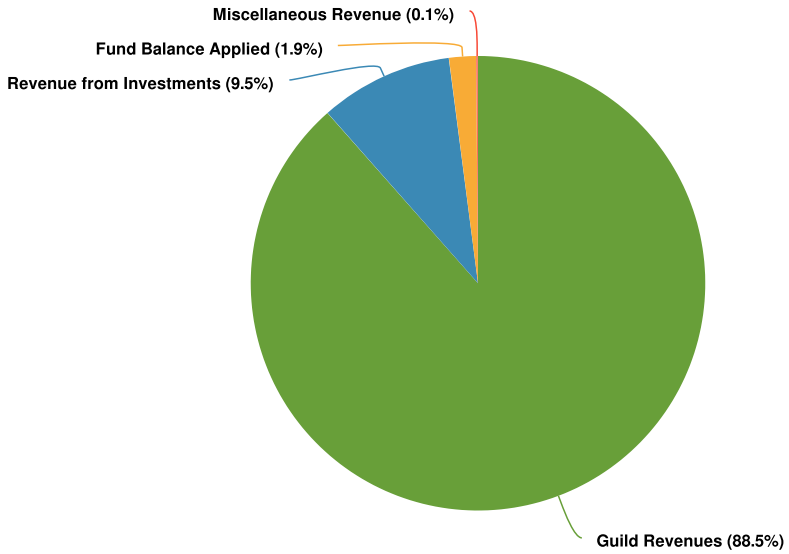
Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Signage Materials & Supplies	30641010-540034	$600.00	$0.00	$0.00	$600.00	$450.00	$600.00
HVAC Materials & Supplies	30641010-540050	$900.00	$479.00	$0.00	$950.00	$600.00	$950.00
Miscellaneous Expenses	30641010-580100	$1,500.00	$73.19	$79.10	$3,500.00	$1,000.00	$1,000.00
Total Commodities:		**$13,231.00**	**$10,500.75**	**$5,138.34**	**$17,770.00**	**$12,925.00**	**$16,210.00**
Total Expense Objects:		**$873,160.00**	**$861,941.86**	**$576,257.40**	**$960,722.17**	**$923,063.81**	**$1,039,805.98**

Revenue by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Neighborhood Guild Fund						
Guild Revenues	$762,217	$794,448	$507,703	$843,402	$802,022	$920,086
Revenue from Investments	$95,600	$186,144	$22,747	$96,120	$102,020	$98,520
Miscellaneous Revenue	$1,200	$3,669	$0	$1,200	$1,200	$1,200
Fund Balance Applied	$14,143	$14,143	$0	$20,000	$20,000	$20,000
Total Neighborhood Guild Fund:	**$873,160**	**$998,403**	**$530,450**	**$960,722**	**$925,242**	**$1,039,806**

Revenues by Source

Projected 2026 Revenues by Source



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Revenue Source						
Guild Revenues						

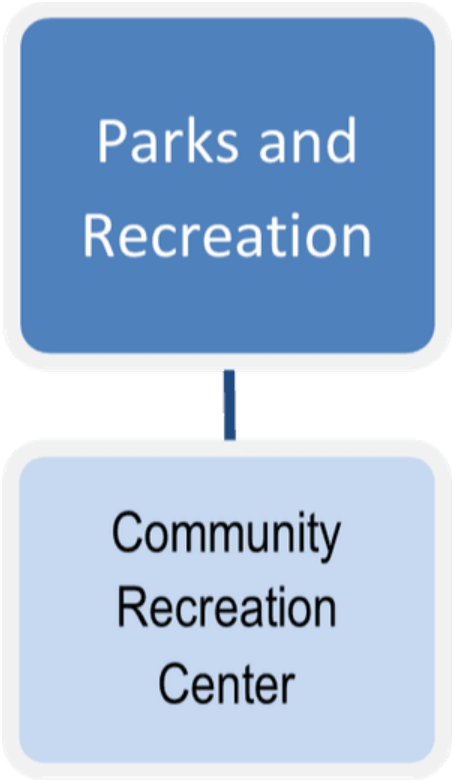
Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Front Desk	30641020-440250	$2,250.00	$5,231.73	$4,539.55	$3,400.00	$5,800.00
Senior Trips	30641040-440260	$0.00	$2,080.00	$0.00	$19,500.00	$19,500.00
Youth	30641050-440265	$83,361.00	$68,709.50	$66,763.11	$89,195.00	$115,805.00
Music	30641060-440270	$89,375.00	$123,438.00	$87,215.00	$89,125.00	$103,500.00
Adults	30641070-440275	$56,500.00	$50,274.00	$39,866.00	$54,500.00	$59,000.00
Arts	30641080-440280	$64,731.00	$78,715.00	$54,508.53	$78,060.00	$74,650.00
Trust Income	30641000-460020	$460,000.00	$460,000.00	$251,811.00	$503,622.00	$535,830.54
Reinvested Income - Capital	30641000-460150	$6,000.00	$6,000.00	$3,000.00	$6,000.00	$6,000.00
Total Guild Revenues:		**$762,217.00**	**$794,448.23**	**$507,703.19**	**$843,402.00**	**$920,085.54**
Revenue from Investments						
Investment Income	30641000-460010	$500.00	$11,190.70	$5,720.08	$1,600.00	$4,000.00
Reinvested Income - Debt	30641000-460140	$80,200.00	$158,444.00	$0.00	$74,520.45	$74,520.45
Augusta Hazard Trust Fund	30641000-460180	$14,900.00	$16,508.90	$17,027.08	$20,000.00	$20,000.00
Total Revenue from Investments:		**$95,600.00**	**$186,143.60**	**$22,747.16**	**$96,120.45**	**$98,520.45**
Miscellaneous Revenue						
Nat'l Grid Elec Rebate/Solar	30641000-470020	$1,200.00	$3,668.54	$0.00	$1,200.00	$1,200.00
Total Miscellaneous Revenue:		**$1,200.00**	**$3,668.54**	**$0.00**	**$1,200.00**	**$1,200.00**
Fund Balance Applied						
Designated F/B - General	30641000-499060	$14,143.00	$14,143.00	$0.00	$20,000.00	$20,000.00
Total Fund Balance Applied:		**$14,143.00**	**$14,143.00**	**$0.00**	**$20,000.00**	**$20,000.00**
Total Revenue Source:		**$873,160.00**	**$998,403.37**	**$530,450.35**	**$960,722.45**	**$1,039,805.99**

Community Rec Center Fund

Theresa L. Murphy, CPRE
Steve Gruenberg, Rec Center Manager

The Recreation Department employs an administrative staff of 19 full-time employees and over 150 part-time and seasonal employees and independent contractors, who work out of the Neighborhood Guild, the Recreation Center, the PDOB, or at one of our many parks.

Organizational Chart



Division Headcount (FTE)

Recreation Center - Administration	Fy2022-23 Adopted	FY2023-24 Adopted	FY2024-25 Adopted	FY2025-26 Proposed	Incr./(Decr.) Prior Year
Total Personnel	2	2	2.5	2.5	0.00

MIssion Statement & Primary Functions

Mission Statement

The Parks and Recreation Department's mission is to serve the needs of the community by providing enriching recreation experiences and quality facilities. The Community Recreation Center provides indoor sports and fitness program space for public use by the citizens of South Kingstown and aligns with the mission and goals of the Parks and Recreation Department.

General Explanation & Work Program

The Community Recreation Center provides gymnasium and multi-use spaces for recreational programming, interscholastic athletics, local non-profit youth athletic leagues, general public use, and private rentals. Ongoing recreation programs include youth basketball, which consists of over 300 participants, adult basketball, volleyball, pickle ball, tai chi, ballet, dance, and general fitness and wellness classes.

Since 2017, this facility has filled a need in meeting the demand for indoor athletic space and serves all segments of the population interested in active recreation opportunities and maintaining lifelong wellness. Despite the recent addition of this new facility to provide indoor recreation/athletic space, the Parks and Recreation Department still faces the challenge of meeting the demands of a very active community.

Situated adjacent to the Town's Senior Center and Broad Rock Playfields and abutting the Broad Rock Middle School (BRMS) property to the north, the Recreation Center has significantly enhanced the wide array of recreational amenities located in the Town's village center of Wakefield and Peace Dale.

FY23-24 and the current year have experienced heavy use of the entire facility, and it is expected that this will continue. The demand and volume of patrons has prompted the need for additional, supervisory level staffing, particularly for the free, after-school drop-in program as well as structured, pre-teen programs. There is also a need for uninterrupted facility maintenance staffing during all operating hours of the facility.

The Recreation Center consists of the following elements:

- Double-court gymnasium for sports and athletic programming
- Two (2) smaller multi-use rooms for exercise classes and meeting spaces
- Fitness room with 6 pieces of equipment plus free weights
- Walking track around the perimeter of the court area
- Reception area and office space to house staff responsible for the oversight of the facility
- Locker rooms and lavatories to accommodate the public and school athletic teams.
- Storage space
- Parking lot (126 spaces)

Functions

Functions of the Community Recreation Center include but are not limited to:

- Administration of Recreation Department indoor camps, sports activities, and wellness programs
- Facility operations and building maintenance
- Provision of customer service including program registration, general information and direction, switchboard operation
- Processing and scheduling of facility use applications and rentals
- Planning and implementation of community events
- Oversight of senior specific wellness programs in collaboration with the Senior Center

Expansion and development of new sports and wellness programs based on community demand

FY 2024 - 2025 Priorities

Priorities	Town Council Goals & Objs
Continue to research and evaluate facility rental fee structure options, for future implementation	**FI/TBF**
Coordinate with the Senior Services Department to implement two senior specific programs	**VUR/CEPP**
Create a leadership council of BRMS students and SKPR staff to assist department in creating afterschool programming	**CEPP**
Expand the part time Rec Supervisor position to Full Time Rec Center Supervisor in order to better manage the high levels of activity, particularly drop-in and after school programs.	**TBF**
Expand the after-school programming targeting BRMS students by offering 5 programs a week in each of the fall, winter, and spring seasons.	**CEPP**

FY 2025 - 2026 Priorities

Proposed Priorities	Town Council Goals & Objs
Add 2 new educational after-school programs using the multipurpose rooms	**ET**
Continue to research and evaluate facility rental fee structure options, for future implementation	**TBF/FI**
Coordinate with the Senior Services Department to implement two senior specific programs	**VUR**
Implement a paperless operation for facility check-in, receipts, and rosters for instructors utilizing Civic Rec software	**SNR/TBF**
Increase fitness room usage by 5% through a marketing campaign showcasing new equipment provided through ARPA funds.	**FI**

Specific Performance Measurements

Description	FY2022-23 Actual	FY2023-24 Projected	FY2024-25 Anticipated	FY2025-26 Anticipated	Town Council Goals & Objs
Programs to be offered	198	191	170	175	CEPP
% of programs run	90%	81%	92%	92%	CIPP
Facility attendance (1)	53,801	53,012	55,000	55,500	FI / CEPP
Rental Hours	1,745	1,983	1,711	1,850	FI / CEPP

1. Reflects programs, special events, facility rentals, open gym, drop-in sports, fitness room, and walking track
2. Reflects counting estimated head counts of drop-in sports and open basketball and actual drop-in sports/open basketball sign ins twice. Only actual attendance for drop-in sports/open basketball will be used going forward. Reservations previously counted facility reservations for SKPR programs. Only non-SKPR rentals will be counted going forward.

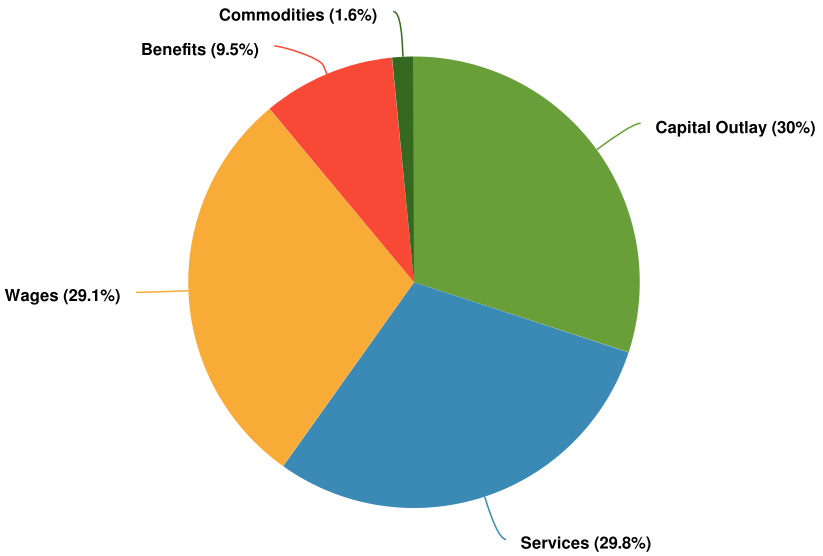
Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Community Rec Center						
Wages	$204,563	$208,484	$144,312	$233,269	$231,514	$251,555
Benefits	$68,475	$68,573	$48,539	$76,183	$69,155	$82,078
Services	$390,653	$267,248	$245,121	$392,162	$390,264	$257,887
Capital Outlay	$31,212	$181,895	$66,835	$68,804	$67,776	$259,545
Commodities	$14,310	$9,433	$12,205	$14,299	$12,651	$13,449

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Total Community Rec Center:	**$709,213**	**$735,634**	**$517,013**	**$784,718**	**$771,360**	**$864,513**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	30844001-511001	$99,200.00	$118,471.82	$83,671.78	$127,039.76	$141,460.45
Part-Time Salaries	30844001-511002	$98,955.00	$88,678.30	$57,896.10	$99,396.45	$102,696.19
Seasonal Salaries	30844001-511003	$5,000.00	$0.00	$1,276.75	$5,125.00	$5,253.00
Overtime	30844001-511004	$479.00	$339.49	$340.54	$491.00	$520.00
Longevity	30844001-511006	$929.00	$994.50	$1,127.10	$1,217.27	$1,625.10
Total Wages:		**$204,563.00**	**$208,484.11**	**$144,312.27**	**$233,269.48**	**$251,554.75**
Benefits						
FICA	30844001-522250	$14,470.00	$15,460.76	$10,704.46	$17,031.31	$18,975.12
Municipal Employees Retirement	30844001-522300	$15,723.00	$18,367.89	$13,577.29	$19,639.37	$22,987.12
State Retirement Defined Cont.	30844001-522301	$1,250.00	$1,460.21	$1,017.05	$1,524.32	$1,685.24

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Medical Insur-Active Employees	30844001-522818	$22,835.00	$25,539.65	$17,548.65	$28,846.80	$30,562.13
Dental Insur-Active Employees	30844001-522822	$984.00	$1,104.20	$672.63	$1,177.56	$1,167.94
Life Insurance	30844001-522850	$255.00	$186.58	$136.00	$204.00	$204.00
Worker's Compensation	30844001-529900	$11,040.00	$4,977.57	$3,793.52	$5,247.00	$3,983.00
Educational Expenses	30844001-538016	$500.00	$500.00	$413.00	$513.00	$513.00
Uniforms And Other Clothing	30844001-540038	$1,418.00	$976.62	$676.50	$2,000.00	$2,000.00
Total Benefits:		**$68,475.00**	**$68,573.48**	**$48,539.10**	**$76,183.36**	**$82,077.55**
Services						
Custodial Services	30844001-530013	$140,614.00	$0.00	$0.00	$144,129.00	$0.00
Refuse Disposal	30844001-530014	$2,064.00	$2,385.38	$1,689.68	$2,116.00	$2,327.60
Copy Machine Services	30844001-530064	$300.00	$184.95	$260.67	$300.00	$300.00
Professional Services	30844001-530111	$153,916.00	$166,310.95	$167,663.05	$149,109.00	$152,968.00
Employee Training	30844001-530801	$0.00	$0.00	$0.00	$375.00	$500.00
Telephone	30844001-532000	$1,626.00	$902.65	$539.16	$1,667.00	$2,150.00
Electricity	30844001-532004	$58,410.00	$62,381.19	$46,636.74	$59,578.00	$61,961.12
Natural Gas	30844001-532008	$15,958.00	$18,147.56	$11,192.87	$16,357.00	$17,011.28
Wastewater Fees	30844001-532010	$400.00	$565.60	$630.40	$565.00	$632.80
Water Fees	30844001-532012	$1,800.00	$1,266.47	$1,375.00	$1,845.00	$1,845.00
Maintenance Of Buildings	30844001-534020	$6,000.00	$6,984.47	$6,409.70	$6,240.00	$7,800.00
Rents	30844001-538028	$1,500.00	$0.00	$0.00	$1,575.00	$1,575.00
Licenses And Dues	30844001-538030	$278.00	$267.10	$285.00	$285.00	$313.50
Insurance	30844001-560010	$7,787.00	$7,852.00	$8,439.00	$8,021.00	$8,502.26
Total Services:		**$390,653.00**	**$267,248.32**	**$245,121.27**	**$392,162.00**	**$257,886.56**
Capital Outlay						
Non-Major Technology Reserve	30844001-530044	$5,762.00	$5,762.00	$7,151.00	$7,151.00	$7,332.00
Office Equipment	30844001-550004	$350.00	$4,572.01	$943.04	$1,000.00	$1,000.00

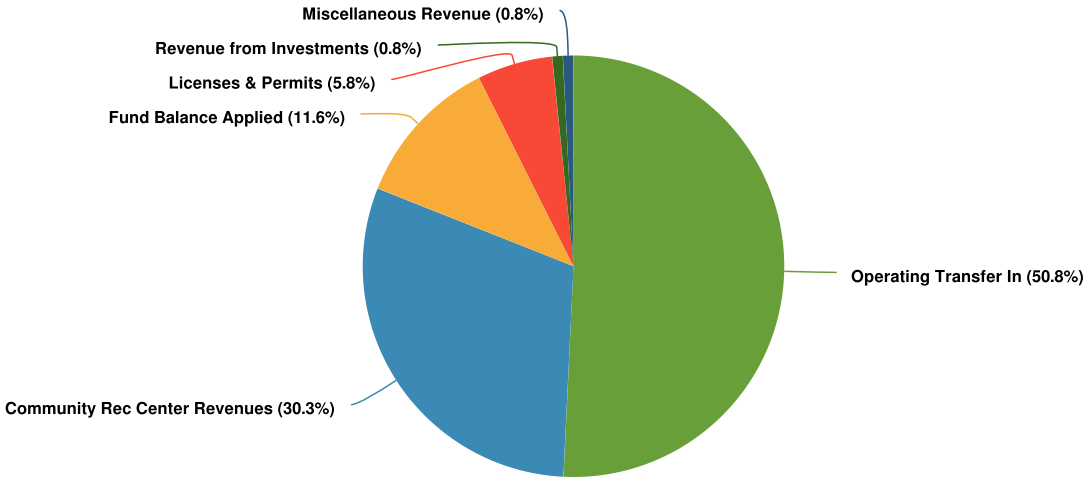
Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Janitorial Equipment	30844001-550016	$2,100.00	$562.31	$763.30	$2,153.00	$1,507.10
Recreational Equipment	30844001-550018	$3,000.00	$785.00	$2,477.99	$3,000.00	$3,000.00
Transfer To Other Funds	30844001-590999	$20,000.00	$170,214.00	$55,500.00	$55,500.00	$246,706.00
Total Capital Outlay:		**$31,212.00**	**$181,895.32**	**$66,835.33**	**$68,804.00**	**$259,545.10**
Commodities						
Office Materials & Supplies	30844001-540012	$750.00	$495.91	$425.00	$750.00	$750.00
Janitorial Materials & Supp	30844001-540014	$2,940.00	$2,715.62	$2,422.95	$3,000.00	$3,090.00
Rec Materials & Supplies	30844001-540016	$7,559.00	$4,293.59	$5,918.25	$5,969.00	$6,028.69
Elect Materials & Supplies	30844001-540018	$158.00	$24.40	$0.00	$160.00	$160.00
Bldg & Const Materials & Supp	30844001-540026	$840.00	$705.52	$534.60	$857.00	$857.00
Equipment & Machine Parts	30844001-540036	$300.00	$0.00	$0.00	$300.00	$300.00
Safety Related Mat & Supp	30844001-540058	$263.00	$413.86	$200.00	$263.00	$263.00
Miscellaneous Expenses	30844001-580100	$1,500.00	$783.84	$2,704.04	$3,000.00	$2,000.00
Total Commodities:		**$14,310.00**	**$9,432.74**	**$12,204.84**	**$14,299.00**	**$13,448.69**
Total Expense Objects:		**$709,213.00**	**$735,633.97**	**$517,012.81**	**$784,717.84**	**$864,512.64**

Revenue by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Community Rec Center						
Licenses & Permits	$32,178	$56,715	$44,822	$40,000	$43,715	$50,000
Operating Transfer In	$387,000	$387,000	$273,747	$410,621	$410,621	$438,893
Community Rec Center Revenues	$274,835	$271,262	$219,935	$272,220	$262,000	$261,620
Revenue from Investments	$200	$16,893	$8,277	$2,885	$10,000	$7,000
Miscellaneous Revenue	$0	$7,466	$0	$3,992	$3,992	$7,000
Fund Balance Applied	$15,000	$15,000	$0	$55,000	$55,500	$100,000
Total Community Rec Center:	**$709,213**	**$754,336**	**$546,781**	**$784,718**	**$785,828**	**$864,513**

Revenues by Source

Projected 2026 Revenues by Source



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Revenue Source						
Licenses & Permits						
Rental Income	30844000-431115	$32,178.00	$56,714.50	$44,821.75	$40,000.00	$50,000.00
Total Licenses & Permits:		**$32,178.00**	**$56,714.50**	**$44,821.75**	**$40,000.00**	**$50,000.00**
Operating Transfer In						
General Fund	30844000-490101	$387,000.00	$387,000.00	$273,747.32	$410,621.00	$438,893.00
Total Operating Transfer In:		**$387,000.00**	**$387,000.00**	**$273,747.32**	**$410,621.00**	**$438,893.00**
Community Rec Center Revenues						
Athletic Program Revenues	30844000-440218	$274,835.00	$271,262.37	$219,934.90	$272,220.00	$261,620.00
Total Community Rec Center Revenues:		**$274,835.00**	**$271,262.37**	**$219,934.90**	**$272,220.00**	**$261,620.00**
Revenue from Investments						
Investment Income	30844000-460010	$200.00	$16,892.95	$8,276.73	$2,885.00	$7,000.00
Total Revenue from Investments:		**$200.00**	**$16,892.95**	**$8,276.73**	**$2,885.00**	**$7,000.00**
Miscellaneous Revenue						

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Nat'l Grid Elec Rebate/Solar	30844000-470020	$0.00	$7,465.91	$0.00	$3,992.00	$7,000.00
Total Miscellaneous Revenue:		**$0.00**	**$7,465.91**	**$0.00**	**$3,992.00**	**$7,000.00**
Fund Balance Applied						
Designated F/B - General	30844000-499060	$15,000.00	$15,000.00	$0.00	$55,000.00	$99,999.64
Total Fund Balance Applied:		**$15,000.00**	**$15,000.00**	**$0.00**	**$55,000.00**	**$99,999.64**
Total Revenue Source:		**$709,213.00**	**$754,335.73**	**$546,780.70**	**$784,718.00**	**$864,512.64**

Debt Service Fund

Brian Silvia
Finance Director

Mission Statement & Primary Functions

Mission Statement

The Debt Service Fund is used to account for the principal and interest payments for the issuance of bonds, notes, or other obligations secured by the Town and in accordance with the Town's charter.

Functions

- Major capital projects for the Town and School are financed through the sale of bonds and initiated through the six-year Capital Improvement Program and administered through the Capital Projects Fund after a thorough review of the project(s)
- Used to manage the Town's long-term debt
- Bonds are typically structured using level principal methodology and a rapid payback period
- Ensure the maturity of issued bonds do not exceed the life expectancy of the asset
- On average, the Town maintains an 80% retirement rate on its outstanding debt over a ten year period, however, due to the most recent bond issuances and potential future issuances, that target could present a challenge
- Revenue to cover the Debt Service Fund's expenditures is primarily from General Fund transfers and School Housing Aid to the Debt Service Fund, as well as transfers from other special revenue funds earmarked specifically for debt service obligations such as open space reserve, fair share development fees, and real estate conveyance tax fund
- Prepare and conduct rating service presentations for the issuance of General Obligation Bonds.

FY 2024 - 2025 Priorities

Priorities	Town Council Goals & Objs
Continue to seek refunding opportunities	TBF
Maintain or Improve Aa1 rating with Moody's;	TBF
Complete debt issuances and refundings in support of key town projects at the lowest possible cost	TBF
Develop a six-year financing plan for CIP to ensure affordability and level budgeting	TBF
Plan for potential school bond referendum; $150,000,000 school facilities project bond	TBF

FY 2025 - 2026 Priorities

Proposed Priorities	Town Council Goals & Objs
Continue to seek refunding opportunities	TBF
Maintain or Improve Aa1 rating with Moody's;	TBF
Complete debt issuances and refundings in support of key town projects at the lowest possible cost	TBF
Develop a six-year financing plan for CIP to ensure affordability and level budgeting	TBF
Plan for approved future school GO Bond; up to $150,000,000 for a new high school	TBF
Fund year-1 of BANS on the High school project and plan for year-2 of BANS on the project	TBF

Specific Performance Measurements

Description	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Projected	FY2025-26 Anticipated	Town Council Goals & Objs
Bond Rating: Moody's	Aa1	Aa1	Aa1	Aa1	TBF
Debt Limit, % used	0.85%	0.74%	0.66%	0.57%	TBF
Top 10 Tax Payers % of Tax Base	2.97%	2.49%	2.48%	2.48%	TBF
Net Debt as a % of Operating Revenues**	2.22%	2.07%	1.97%	4.09%	TBF
% of Debt Retired within Ten Years	58%	60%	68%	71%	TBF
Net Debt Per Capita	495	450	408	367	TBF
Outstanding Logn-Term Debt (Town & School Only)	15,643,000	14,225,000	12,955,000	11,720,000	ET / TBF

1. The Legal Debt Margin, per RIGL § 45-12-2 is less than 3% of tax base. At June 30, 2024, the most recent audited fiscal year, the assessed value of South Kingstown properties was $6,899,764,199 at December 31, 2022. This limits the amount of outstanding non-excepted obligation bonds to $206,992,926. The total long-term debt bond obligations of the Town is $14,225,000, as of June 30, 2024.

2. Moody's Investors Service documents the 2018 median range for municipalities in the under 50,000 population group for Net Direct Debt as a percentage of the community's taxable full value at less than 0.8% for Aaa rated communities and less than 1.0% for Aa rated municipalities

Revenue by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Debt Service Fund						
Operating Transfer In	$1,545,927	$2,194,926	$52,022	$1,592,772	$1,592,772	$2,609,711
Fund Balance Applied	$150,000	$150,000	$0	$0	$0	$682,735
State/ Federal Aid	$219,459	$194,507	$54,815	$205,000	$190,000	$175,000
Total Debt Service Fund:	**$1,915,386**	**$2,539,433**	**$106,837**	**$1,797,772**	**$1,782,772**	**$3,467,446**

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Debt Service Fund						
Services	$1,915,386	$1,911,847	$1,162,903	$1,797,772	$1,796,173	$3,467,446
Total Debt Service Fund:	**$1,915,386**	**$1,911,847**	**$1,162,903**	**$1,797,772**	**$1,796,173**	**$3,467,446**

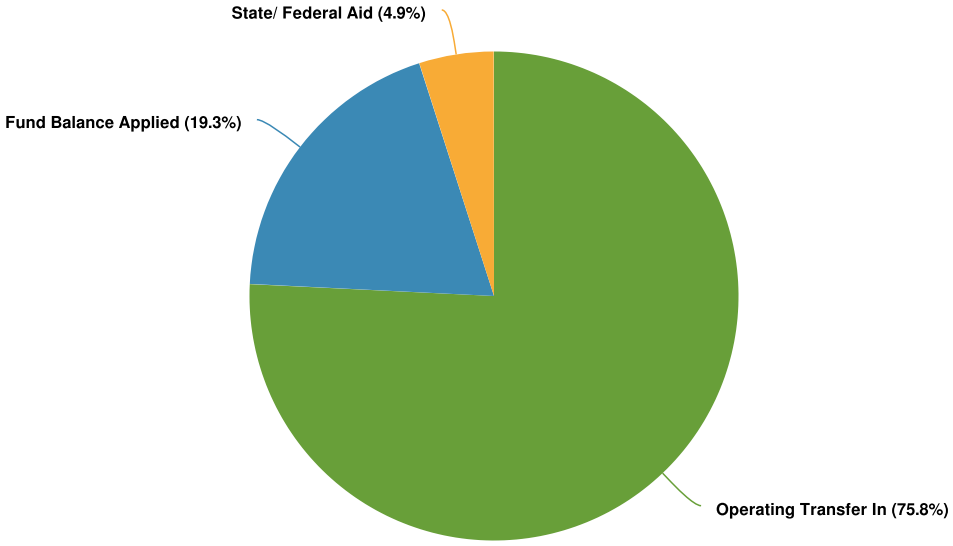
Expenditures by Function

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expenditures						
Unassigned/ Debt Service						
Debt Service						
Education Debt Service						

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Bank Fees	40090001-589000	$1,000.00	$640.00	$0.00	$750.00	$500.00
Debt - Principal	40090001-589010	$486,392.86	$486,392.86	$156,354.00	$415,000.00	$390,000.00
Debt - Interest	40090001-589012	$161,736.46	$159,697.77	$94,021.00	$144,675.00	$1,878,948.00
Total Education Debt Service:		**$649,129.32**	**$646,730.63**	**$250,375.00**	**$560,425.00**	**$2,269,448.00**
Town Debt Service						
Bank Fees	40090003-589000	$500.00	$360.00	$0.00	$500.00	$500.00
Debt - Principal	40090003-589010	$885,253.14	$885,253.14	$621,005.96	$875,952.49	$865,407.00
Debt - Interest	40090003-589012	$303,080.02	$303,080.04	$277,439.16	$286,023.88	$258,677.00
Total Town Debt Service:		**$1,188,833.16**	**$1,188,693.18**	**$898,445.12**	**$1,162,476.37**	**$1,124,584.00**
Guild Debt						
Bank Fees	40090007-589000	$1,000.00	$0.00	$0.00	$350.00	$250.00
Debt - Principal	40090007-589010	$46,354.00	$46,354.00	$0.00	$46,354.00	$46,900.00
Debt - Interest	40090007-589012	$30,069.28	$30,069.28	$14,083.25	$28,167.00	$26,264.00
Total Guild Debt:		**$77,423.28**	**$76,423.28**	**$14,083.25**	**$74,871.00**	**$73,414.00**
Total Debt Service:		**$1,915,385.76**	**$1,911,847.09**	**$1,162,903.37**	**$1,797,772.37**	**$3,467,446.00**
Total Unassigned/ Debt Service:		**$1,915,385.76**	**$1,911,847.09**	**$1,162,903.37**	**$1,797,772.37**	**$3,467,446.00**
Total Expenditures:		**$1,915,385.76**	**$1,911,847.09**	**$1,162,903.37**	**$1,797,772.37**	**$3,467,446.00**

Revenues by Source

Projected 2026 Revenues by Source



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Revenue Source						
Operating Transfer In						
General Fund	40000000-490101	$1,165,752.27	$1,815,752.00	$0.00	$1,275,843.00	$2,331,009.00
Neighborhood Guild Fund	40000000-490306	$77,423.28	$76,423.28	$0.00	$74,871.00	$73,414.00
Open Space Reserve Fund	40090003-490404	$236,704.21	$236,704.21	$52,022.00	$208,088.00	$205,288.00
Fair Share Dev Fund - Rec	40090003-490499	$66,047.00	$66,047.00	$0.00	$33,970.00	$0.00
Total Operating Transfer In:		**$1,545,926.76**	**$2,194,926.49**	**$52,022.00**	**$1,592,772.00**	**$2,609,711.00**
Fund Balance Applied						
Designated F/B - General	40000000-499060	$150,000.00	$150,000.00	$0.00	$0.00	$682,735.00
Total Fund Balance Applied:		**$150,000.00**	**$150,000.00**	**$0.00**	**$0.00**	**$682,735.00**
State/ Federal Aid						
Chapter 26, School Housing	40090001-420013	$219,459.00	$194,507.00	$54,815.00	$205,000.00	$175,000.00
Total State/ Federal Aid:		**$219,459.00**	**$194,507.00**	**$54,815.00**	**$205,000.00**	**$175,000.00**
Total Revenue Source:		**$1,915,385.76**	**$2,539,433.49**	**$106,837.00**	**$1,797,772.00**	**$3,467,446.00**

Water Enterprise Fund

Brett Whaley
Water Superintendent

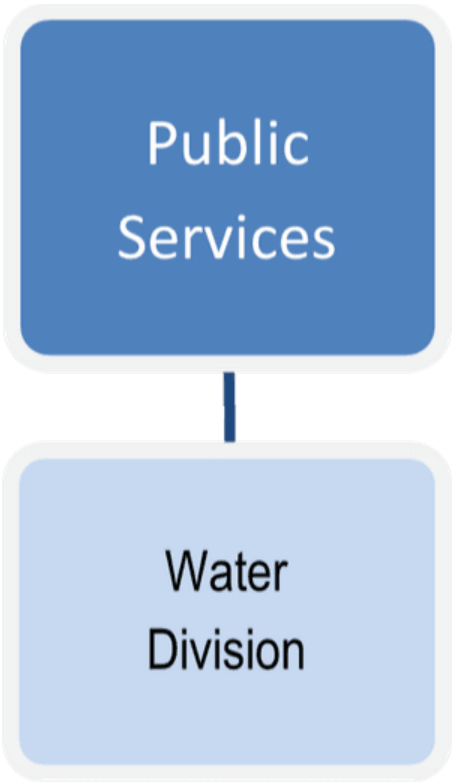
Division Summary

Division Number	Division Description
70294100	Source of Supply
70294200	Pumping Expense
70294400	Transmision & Distribution
70294600	Personnel Services
70294700	Admin. & General Expenses
70294800	Other Expenses

Department Headcount (FTE)

Water Enterprise Fund	2022-23 Adopted	2023-24 Adopted	2024-25 Adopted	2025-26 Adopted	Incr./(Decr.) Prior Year
Total Personnel	2.00	2.00	2.00	2.00	0.00

Organizational Chart



Mission Statement & Primary Functions

Mission Statement

The mission of the Water Division, under the Department of Public Services, is to provide continuous municipal water which meets or exceeds requirements of the USEPA Safe Drinking Water Act for the South Shore and Middlebridge water systems, for both domestic use and fire protection.

General Explanation & Work Program

The Water Enterprise Fund was established in 1975. The Town's Water Division is comprised of the South Shore and Middlebridge water systems. The South Shore system services the southerly portion of Town from the Charlestown town line to East Matunuck, south of US Route 1, except for Perryville. The Middlebridge system services the Middlebridge Road area from the Middlebridge bridge at the southerly end to Radial Drive at the northerly end.

Wholesale Water Purchase

The Water Division currently purchases wholesale water from Veolia Water RI (formerly known as Suez Water RI), for the Town's two water systems, South Shore and Middlebridge. The purchase agreement for the South Shore system began in 2002, when it was determined that the South Shore well field needed a water filtration plant and it was found that purchasing water would be a more economical means of providing water. A permanent interconnection between the South Shore system and Veolia Water RI was completed and fully operational in August 2005. The Water Division continues to maintain the South Shore well field in active status until such time that a water filtration plant can be funded and constructed. As Veolia Water RI provides pH and corrosion control adjusted water, the South Shore and Middlebridge water systems comply with the USEPA Safe Drinking Water Act lead and copper rule. As such, reduced lead and copper sampling protocols are in effect for both water systems on a three- (3) year cycle.

Water Distribution System

The Town's water pumping and distribution system that is used to provide water purchased through Veolia to the South Shore and Middlebridge water systems remains in good operating condition due to continued proactive maintenance by Water Division personnel. As a result of higher than expected unaccounted for water readings, the Water Division contracted with Matchpoint, Inc. in the Spring of 2017 for comprehensive system-wide leak detection services. However, no leaks were found in either the South Shore or Middlebridge water systems. Further, Veolia Water RI calibrated all three of their wholesale water meters in January 2022. Given the fact that no leaks were found, leak detection and elimination continues to be a challenging and ongoing effort to ensure water is used efficiently and in compliance with State regulatory requirements. There is new leak detection technology, (i.e. helium injection) that will be considered during the next system wide leak detection survey, in lieu of traditional acoustic technology.

Water Demand

Variation in water demand is primarily attributed to seasonal weather conditions and associated outside water use demand. Seasonal water user demands can vary by a factor of four when comparing summer versus winter daily demand. This substantial change in consumption is due to the seasonal influx of summer residents, combined with high outside use of water in the warmer months.

Water Rates

The Town Council adopted a new user rate structure in May 2014 in accordance with amendments to RIGL § 45-39.1-5 (http://webserver.rilin.state.ri.us/Statutes/TITLE45/45-39.1/45-39.1-5.htm) and § 46-15.8-4 (https://law.justia.com/codes/rhode-island/2014/title-46/chapter-46-15.8/section-46-15.8-4/), which included a new quarterly water user billing format, replacing the rate structure that had previously been in effect since July 2012. The user rate structure incorporates an inclining block rate structure for excess water consumption, intended to promote water conservation.

An increase to user fees was approved for FY 2022-2023, which is due in part to Sprint decommissioning their cellular equipment at the Victoria Lane water tank and associated non-rate base revenue loss. In addition, increased expenditures associated with wholesale water purchase from Veolia is also contributory to the adjustment in user fees.

Proposed rates as denoted below in “User Rates” summary table.

Functions

This section incorporates multiple accounts, each of which fall under the purview of the Water Enterprise Fund, and include the following:

Duties of the Water Division include, but are not limited to:

- Ensure water quality meets or exceeds USEPA’s Safe Drinking Water Act requirements
- Ongoing review of disinfection treatment performance and associated disinfection by-product levels
- Daily Water Meter Exception Reports with weekly checking for abnormal usage for leak detection purposes
- Biannual fire hydrant flushing and operations check
- Distribution system leak detection and elimination efforts
- Respond to water customer inquiries and complaints
- Oversee Cross Connection Control Plan (CCCP) compliance
- Perform water utility inspections for new customers
- Perform ‘turn-on & turn-off’ services on an as-need basis
- Assist other Town departments on an as need basis with support services

Summary of Prior Rate Increases

A summary of past rate increases granted by the Public Utilities Commission (PUC) to Veolia Water RI for wholesale customers are as follows:

Effective Date	Admin. Fee (per month)	Consumption Fee (per 1.0 MG)	DSIC Surcharge	Wholesale Rate % Increase
January 12, 2014	$64.25	$1,124.00		18.31%
May 13, 2014	$81.88	$1,490.00		32.56%
October 4, 2018	$375.88	$1,639.00		9.39%
Novemer 2021	$375.88	$1,639.00	2.5%	3.30%
Novemer 2022	$375.88	$1,639.00	2.5%	3.30%
Novemer 2023	$375.88	$1,639.00	2.5%	3.30%

Note: Per PUC requirement, the Distribution System Improvement Charge (DSIC) is capped at 2.5% per year, totaling 7.5% over three years.

FY 2024 - 2025 Priorities

Priorities	Town Council Goals & Objs
Continue to sample additional coliform sampling stations for summer sampling sites	FI / SNR
Monitor daily user leak reports for leak detection purposes	FI / SNR
Continue ongoing distribution system leak detection and repair efforts	FI / SNR
Maintain an unaccounted for water percentage in both the Middlebridge and South Shore water systems below the 10% State goal	FI / SNR
Continue water quality testing to ensure potable water meets or exceeds water quality standards	FI / SNR
Work with Veolia Water RI to ensure adequate disinfection residuals for purchased water	FI / SNR
Review disinfection by-product levels and possible solutions, should exceedances continue	FI / SNR
Require cell carriers to repair and paint antenna pods affixed to water towers	FI / SNR
Purchase valve exercise equipment and begin a program for assuring valves are in working order	FI / SNR

FY 2025 - 2026 Priorities

Proposed Priorities	Town Council Goals & Objs
Continue to sample additional coliform sampling stations for summer sampling sites	FI / SNR
Monitor daily user leak reports for leak detection purposes	FI / SNR
Continue ongoing distribution system leak detection and repair efforts	FI / SNR
Maintain an unaccounted for water percentage in both the Middlebridge and South Shore water systems below the 10% State goal	FI / SNR
Continue water quality testing to ensure potable water meets or exceeds water quality standards	FI / SNR
Work with Veolia Water RI to ensure adequate disinfection residuals for purchased water	FI / SNR
Review disinfection by-product levels and possible solutions, should exceedances continue	FI / SNR
Require cell carriers to repair and paint antenna pods affixed to water towers	FI / SNR
Prepare and release Leak Detection Request for Proposals (RFP)	FI / SNR
Install updated SCADA system	FI / SNR

Specific Performance Measurements

Summary of Water User Rates & Income Generated:

User Rates	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Projected	FY2025-26 Anticipated	Town Council Goals & Objs
Min in Advance/Qtr (w/ 1,250 ft^3 allowance)	$55	$55	$55	$55	FI / SNR / TBF
Additional Unit charge per quarter	$27.50	$27.50	$27.50	$27.50	FI / SNR / TBF
Excess Charge 1st Step per 100 ft(3) (1,251 - 2,500)	$3.50	$3.50	$3.50	$3.50	FI / SNR / TBF
Excess Charge 2nd Step (over 2,501)	$4.00	$4.00	$4.00	$4.00	FI / SNR / TBF

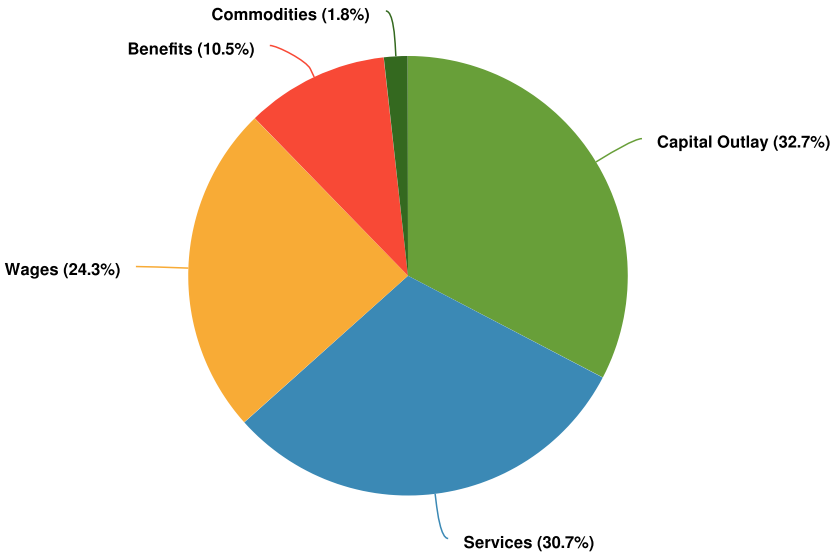
Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Water Enterprise Fund						

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Wages	$291,323	$287,290	$201,729	$304,169	$303,680	$334,302
Benefits	$114,264	$125,582	$88,121	$126,657	$131,271	$146,749
Services	$434,995	$397,031	$371,917	$434,078	$423,659	$446,033
Capital Outlay	$397,519	$327,870	$126,166	$436,197	$435,474	$474,392
Commodities	$25,550	$16,489	$7,694	$28,050	$28,950	$25,550
Total Water Enterprise Fund:	**$1,263,651**	**$1,154,262**	**$795,629**	**$1,329,151**	**$1,323,034**	**$1,427,026**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	70294600-511001	$266,702.12	$265,415.31	$181,647.73	$279,081.27	$298,178.49
Overtime	70294600-511004	$7,500.00	$7,540.70	$8,655.95	$7,500.00	$13,000.00
Retirement/Vacation Reimb.	70294600-511005	$10,000.00	$0.00	$0.00	$10,000.00	$10,000.00
Longevity	70294600-511006	$7,120.62	$6,782.52	$11,425.61	$7,587.64	$13,123.92
Vac & Sick Pay Accrued Exp	70294700-511009	$0.00	$7,551.27	$0.00	$0.00	$0.00
Total Wages:		**$291,322.74**	**$287,289.80**	**$201,729.29**	**$304,168.91**	**$334,302.41**
Benefits						

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
FICA	70294600-522250	$20,043.38	$20,420.23	$14,796.95	$21,322.09	$22,289.00
Municipal Employees Retirement	70294600-522300	$34,441.84	$34,331.52	$25,856.84	$29,548.64	$41,793.51
State Retirement Defined Cont.	70294600-522301	$2,830.78	$2,817.01	$1,998.17	$3,065.40	$3,186.01
Medical Insur-Active Employees	70294600-522818	$43,942.96	$54,955.24	$35,870.00	$58,874.50	$64,905.60
Dental Insur-Active Employees	70294600-522822	$2,223.01	$2,746.56	$1,614.83	$2,827.08	$2,907.65
Insurance Buyback	70294600-522840	$1,425.00	$1,662.26	$1,086.81	$1,662.50	$2,300.00
Life Insurance	70294600-522850	$351.90	$352.03	$234.62	$351.90	$362.10
Worker's Compensation	70294600-529900	$9,005.00	$8,297.16	$6,521.65	$9,005.00	$9,005.00
Uniforms And Other Clothing	70294600-540038	$0.00	$0.00	$141.25	$0.00	$0.00
Total Benefits:		**$114,263.87**	**$125,582.01**	**$88,121.12**	**$126,657.11**	**$146,748.87**
Services						
Custodial Services	70294700-530013	$745.00	$0.00	$0.00	$745.00	$0.00
Refuse Disposal	70294200-530014	$340.00	$191.23	$134.64	$340.00	$424.00
Miscellaneous Services	70294700-530020	$1,462.00	$1,462.06	$1,613.49	$1,626.00	$1,869.90
Asset Management Software	70294700-530055	$3,000.00	$2,938.58	$2,938.58	$3,000.00	$3,000.00
Internet Access	70294700-530066	$551.00	$0.00	$0.00	$551.00	$600.00
Analysis Of Wells	70294100-530072	$12,420.00	$11,669.00	$10,000.00	$11,760.00	$11,000.00
Employee Training	70294600-530801	$0.00	$0.00	$0.00	$375.00	$375.00
Telephone	70294200-532000	$1,925.00	$1,947.18	$1,013.91	$1,949.76	$1,924.56
Fuel - Oil	70294200-532002	$2,000.00	$1,242.12	$2,000.00	$2,000.00	$2,000.00
Electricity	70294200-532004	$15,000.00	$15,867.42	$7,712.26	$15,000.00	$17,000.00
Electricity	70294700-532004	$1,708.00	$1,663.95	$1,102.28	$1,700.00	$1,700.00
Natural Gas	70294700-532008	$630.00	$664.77	$386.92	$672.00	$680.00
Wastewater Fees	70294700-532010	$35.00	$35.00	$40.00	$40.00	$40.00
Water Fees	70294700-532012	$78.00	$74.25	$80.00	$80.00	$80.00
Telemetry	70294200-532016	$680.00	$167.29	$108.48	$680.00	$680.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Telemetry-SCADA	70294200-532017	$8,300.00	$7,661.35	$7,000.00	$8,300.00	$8,300.00
Purchased Water - MB	70294100-532020	$37,000.00	$43,548.48	$35,000.00	$35,000.00	$41,000.00
Purchased Water - So Shore	70294100-532022	$250,000.00	$201,651.08	$240,000.00	$240,000.00	$240,000.00
Commun Equip. Maintenance	70294700-534012	$200.00	$0.00	$0.00	$200.00	$200.00
Computer/Software Maintenance	70294700-534016	$6,187.00	$7,251.26	$8,024.87	$8,725.26	$8,725.26
Maintenance Of Buildings	70294700-534020	$800.00	$220.36	$0.00	$1,500.00	$1,500.00
Maintenance Of Public Wells	70294100-534022	$200.00	$0.00	$200.00	$200.00	$200.00
Maintenance Of Pump Stations	70294200-534024	$1,800.00	$1,425.76	$902.51	$1,800.00	$1,800.00
Maintenance Of Elevated Tanks	70294400-534026	$6,500.00	$0.00	$2,500.00	$6,500.00	$6,500.00
Maintenance Of Mains	70294400-534028	$18,000.00	$42,769.45	$17,333.05	$18,000.00	$22,000.00
Maintenance Of Water Services	70294400-534030	$16,000.00	$12,643.39	$2,000.00	$16,000.00	$16,000.00
Maintenance Of Water Meters	70294400-534032	$7,500.00	$344.87	-$3,045.48	$7,500.00	$7,500.00
Maintenance Of Hydrants	70294400-534034	$4,800.00	$0.00	$0.00	$4,800.00	$4,800.00
Maint. of SCADA System	70294400-534039	$6,000.00	$5,468.35	$1,600.00	$6,000.00	$6,000.00
Postage	70294700-538020	$6,100.00	$7,136.07	$4,828.09	$7,100.00	$7,100.00
Printing Expenses	70294700-538022	$7,700.00	$11,800.70	$10,515.24	$14,600.00	$15,700.00
Insurance	70294700-560010	$17,334.00	$17,187.40	$17,928.60	$17,334.00	$17,334.00
Total Services:		**$434,995.00**	**$397,031.37**	**$371,917.44**	**$434,078.02**	**$446,032.72**
Capital Outlay						
Non-Major Technology Reserve	70294700-530044	$857.00	$857.00	$1,535.00	$1,535.00	$1,535.00
Computer Equipment	70294800-550002	$0.00	$0.00	$1,976.22	$0.00	$0.00
Capital Improvements	70294800-570002	$128,000.00	$154,244.85	$122,655.27	$181,000.00	$210,000.00
Depreciation	70294800-570902	$268,662.00	$172,023.10	$0.00	$253,662.00	$262,000.00
Transfer To Other Funds	70294700-590999	$0.00	$745.00	$0.00	$0.00	$857.00
Total Capital Outlay:		**$397,519.00**	**$327,869.95**	**$126,166.49**	**$436,197.00**	**$474,392.00**
Commodities						

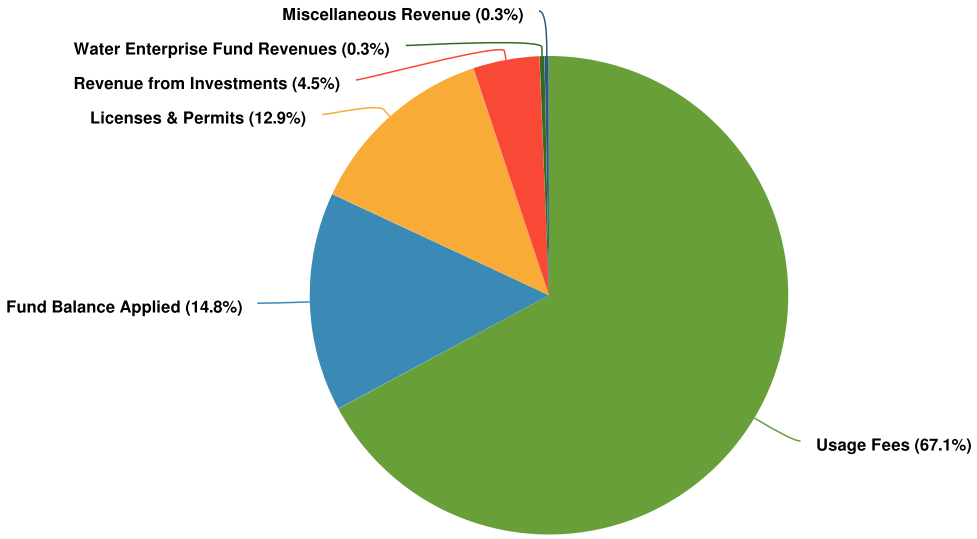
Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
General Materials & Supplies	70294400-540010	$100.00	$0.00	$0.00	$100.00	$100.00
General Materials & Supplies	70294700-540010	$750.00	$145.95	$0.00	$750.00	$750.00
Office Materials & Supplies	70294700-540012	$2,500.00	$1,195.15	$1,250.00	$2,500.00	$2,500.00
Chemicals And Gases	70294200-540024	$2,300.00	$2,140.62	$0.00	$2,300.00	$2,300.00
Pumping Materials & Supplies	70294200-540056	$400.00	$0.00	$0.00	$400.00	$400.00
Vehicle Operation	70294700-540060	$11,000.00	$10,078.72	$5,693.96	$11,000.00	$11,000.00
Miscellaneous Expenses	70294700-580100	$8,500.00	$2,928.25	$750.43	$11,000.00	$8,500.00
Total Commodities:		**$25,550.00**	**$16,488.69**	**$7,694.39**	**$28,050.00**	**$25,550.00**
Total Expense Objects:		**$1,263,650.61**	**$1,154,261.82**	**$795,628.73**	**$1,329,151.04**	**$1,427,026.00**

Revenue by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Water Enterprise Fund						
Licenses & Permits	$228,199	$265,231	$180,149	$184,209	$265,886	$187,646
Usage Fees	$941,427	$959,161	$544,976	$974,853	$960,000	$974,853
Revenue from Investments	$25,750	$193,683	$181,714	$30,000	$207,568	$65,000
Miscellaneous Revenue	$4,296	$5,188	$475	$4,200	$3,250	$4,200
Fund Balance Applied	$58,979	$184,085	$0	$130,889	$130,889	$190,327
Water Enterprise Fund Revenues	$5,000	$4,623	$1,909	$5,000	$3,750	$5,000
Total Water Enterprise Fund:	**$1,263,651**	**$1,611,972**	**$909,222**	**$1,329,151**	**$1,571,343**	**$1,427,026**

Revenues by Source

Projected 2026 Revenues by Source



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Revenue Source						
Licenses & Permits						
Nextel (Victoria)	70294000-430170	$39,460.00	$40,249.69	$27,211.46	$40,249.67	$41,050.00
Verizon Victoria Lane	70294000-430170	$62,377.00	$64,656.87	$43,535.54	$64,872.08	$65,534.00
Verizon-Mautucket	70294000-430170	$35,410.00	$36,296.16	$24,726.38	$36,296.17	$37,202.00
T-MOBILE Victoria Lane	70294000-430170	$45,476.00	$46,573.47	$31,602.97	$0.00	$0.00
T-MOBILE MAUTUCKET	70294000-430170	$45,476.00	$42,791.25	$29,321.94	$42,791.24	$43,860.00
Sprint-Victoria	70294000-430170	$0.00	$1,333.08	$0.00	$0.00	$0.00
Sprint-Mautucket	70294000-430170	$0.00	$33,330.73	$23,750.65	$0.00	$0.00
Total Licenses & Permits:		**$228,199.00**	**$265,231.25**	**$180,148.94**	**$184,209.16**	**$187,646.00**
Usage Fees						
Meter Sales - Domestic	70294000-417450	$936,227.00	$954,498.86	$541,011.06	$969,653.00	$969,653.00
Forfeited Disc & Penalties	70294000-417550	$5,200.00	$4,662.59	$3,964.96	$5,200.00	$5,200.00
Total Usage Fees:		**$941,427.00**	**$959,161.45**	**$544,976.02**	**$974,853.00**	**$974,853.00**
Revenue from Investments						

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Investment Income	70294000-460010	$25,750.00	$121,282.61	$104,145.91	$30,000.00	$65,000.00
GASB 31 Change	70294000-460500	$0.00	$72,400.51	$77,567.61	$0.00	$0.00
Total Revenue from Investments:		**$25,750.00**	**$193,683.12**	**$181,713.52**	**$30,000.00**	**$65,000.00**
Miscellaneous Revenue						
Miscellaneous Revenue	70294000-470010	$2,200.00	$2,437.47	$475.00	$2,200.00	$2,200.00
Nat'l Grid Elec Rebate/Solar	70294000-470020	$0.00	$2,750.72	$0.00	$0.00	$0.00
State Of R.I. Water Protect.	70294000-470080	$2,096.06	$0.00	$0.00	$2,000.00	$2,000.00
Total Miscellaneous Revenue:		**$4,296.06**	**$5,188.19**	**$475.00**	**$4,200.00**	**$4,200.00**
Fund Balance Applied						
Net Assets Forward To Ops	70294000-499050	$58,979.00	$184,085.10	$0.00	$130,889.00	$190,327.00
Total Fund Balance Applied:		**$58,979.00**	**$184,085.10**	**$0.00**	**$130,889.00**	**$190,327.00**
Water Enterprise Fund Revenues						
Special Serv -Turn Off-On	70294000-440460	$5,000.00	$4,623.00	$1,909.00	$5,000.00	$5,000.00
Total Water Enterprise Fund Revenues:		**$5,000.00**	**$4,623.00**	**$1,909.00**	**$5,000.00**	**$5,000.00**
Total Revenue Source:		**$1,263,651.06**	**$1,611,972.11**	**$909,222.48**	**$1,329,151.16**	**$1,427,026.00**

Wastewater Enterprise Fund

Kathy Perez
Wastewater Superintendent

Division Summary

Division Number	Division Description
70492010	General Wastewater Treatment
70492020	Sludge Process & Disposal
70492030	Silver Lake Pumping Station
70492040	Kington Pumping Station
70492050	Local Pumping Station
70492060	Local Collection System
70492070	Users Accounting Collection
70492080	Admin. & General Expenses
70492090	Non-Operating Expenses

Department Headcount (FTE)

Wastewater Enterprise Fund	2022-23 Adopted	2023-24 Adopted	2024-25 Adopted	2025-26 Adopted	Incr./(Decr.) Prior Year
Total Personnel	16.00	16.40	16.40	16.40	0.00

Organizational Chart

Mission Statement & Primary Functions

Mission Statement

The mission of the Wastewater Division, under the Department of Public Services, is to provide continuous treatment of wastewater from residential and non-residential users that meets or exceeds requirements in accordance with its Rhode Island Pollution Discharge Elimination System (RIPDES) permit as issued by the Rhode Island Department of Environmental Management (RIDEM). Additionally, the Wastewater Division is responsible for the oversight of the On-Site Wastewater Management Program for non-sewered properties and areas of Town to help ensure that the surface waters and groundwater of the Town are protected to the greatest extent possible.

General Explanation and Work Program

Regional Wastewater Treatment Facility

The Wastewater Division operates and maintains a wastewater treatment facility (WWTF) located on Westmoreland Street in Narragansett that services portions of South Kingstown and its regional partners, the Town of Narragansett and the University of Rhode Island (URI). The facility receives septage from outlying areas, and conventional wastewater via the Town's municipal gravity collection system and twelve pump stations. Dewatered sludge is either incinerated at the Synagro Woonsocket Incinerator or transported and disposed of at the RI Resource Recovery Corporation (RIRRC) Central Landfill facility located in Johnson. The Division strives to protect the environment by providing optimum treatment of influent into the plant, which results in an excellent quality of effluent.

The regional WWTF design treatment capacity is 5.0 Million Gallons per Day (MGD), whereby the average wastewater volume processed continues to be about two-thirds the WWTF design capacity. As the facility is regional, the current fiscal year's wastewater flow projections are used to estimate and budget for regional partner cost sharing for the upcoming fiscal year. Annually, a balancing cost share adjustment is made by the Finance Department, once the fiscal year is complete and actual flows are quantified.

Given the age of the Wastewater Treatment Facility (WWTF) and pumping collection infrastructure, which date back to the mid-1970's, a significant increase in Wastewater Fund capital improvement program (CIP) projects continue to occur. Given the complexity and engineering required for these projects, many will be funded over multiple years in order to reserve necessary project funds and complete necessary design plans and bid specifications. As regional partners, The Town of Narragansett and URI have been advised of the updated project schedule and projected costs. As each project is bid, updated costs are provided to each of the regional partners in order for each partner to fund their share of the work based upon their flow contribution.

On-Site Wastewater Management Program

Additionally, the Wastewater Division, as part of the Department of Public Services, is responsible for enforcing the mandatory On-Site Wastewater Management (OSWM) inspection program adopted by the Town Council in 2001, and oversight of all the remaining cesspools and On-site Wastewater Treatment Systems (OWTS), formerly known as ISDS, in Town. The goal of the OSWM program is to ensure that all OWTS in Town are inspected on a regular basis and all cesspools and failed OWTS are replaced and/or repaired in a timely manner. This program helps ensure the surface waters and groundwater resources of the Town are protected to the greatest extent possible.

The OSWM program includes approximately 6,300 private OWTS located within the community. The program ensures that all OWTS in Town are inspected on a regular basis. Property owners must hire a Town licensed on-site wastewater inspector familiar with OWTS operation and maintenance.

Beginning in the Fall of 2017, the OSWM program implemented a web-based online inspection portal, Carmody, for licensed OWTS inspectors to enter OWTS inspection data. The OWM program will review the web-based system over the course of the upcoming year to determine if any program changes are in order.

Wastewater User Rates

The Town Council adopted the current user rate structure in the FY 2024-2025 budget. The increase was due in part to an increase in depreciation expense and in sludge disposal and transportation fees. Although disposal and transportation fees have again increased and the cost of chemicals has substantially gone up, the FY 2024-2025 increase alleviates the need to raise rates for FY 2025-2026.

Proposed rates are denoted below in “Specific Performance Measures” summary table.

Functions

Serving as the managing regional partner of the South Kingstown Regional Wastewater Treatment Facility (WWTF) for the regional partners Towns of South Kingstown and Narragansett, and the University of Rhode Island (URI) and managing the Town’s On-Site Wastewater Management (OSWM) program, the functions of the Wastewater Division include, but are not limited to the following:

Regional Wastewater Treatment Facility

- Treatment of influent wastewater that meets or exceeds RIPDES permit requirements
- Ongoing routine maintenance of Town collection system to prevent collection system blockages and by-passes
- Ongoing pretreatment inspections for industrial and commercial user compliance in accordance with USEPA and RIDEM requirements
- Ongoing pump station maintenance and repair, including mechanical and electrical components
- Respond to wastewater customer inquiries and complaints

On-Site Wastewater Management (OSWM) Program

- Mailing inspection and septic pumping notices to property owners with an OWTS
- Providing public outreach to assist property owners in property OWTS maintenance, repairs, and replacement
- Coordinate the Town’s Community Septic System Loan Program (CSSLP) with the Finance Department and the Rhode Island Mortgage Finance Corporation (RIMFCA)
- Record Notice of Violations (NOVs) for failure to inspect or failure to repair an OWTS
- Release existing NOVs once NOVs are satisfied

FY 2024 - 2025 Priorities

Priorities	Town Council Goals & Objs
Perform continuous wastewater treatment in accordance with RIDPES permit limits	FI / SNR
Continue proactive collection system cleaning to prevent blockages and by-passes	FI / SNR
Complete Kingston pump station force main replacement prior to Route 138 reconstruction	FI / SNR
Receive and treat septage waste from outlying, non-sewered areas of Town	FI / SNR
Continue Town-wide OWSM 2nd inspection notices sent by OWSM district	FI / SNR
Continue public outreach for OWTS inspection, repairs, and replacement	FI / SNR
Coordinate CCSLP loans with property owners and respective agencies	FI / SNR
Inspect and repair as needed in the collection system along Kingstown Road.	FI / SNR
Upgrade Shadow Farm Pump Station to a Gorman Rupp station	FI / SNR
Replace Chemical Storage Tanks	FI / SNR

FY 2025 - 2026 Priorities

Proposed Priorities	Town Council Goals & Objs
Perform continuous wastewater treatment in accordance with RIDPES permit limits	FI / SNR
Continue proactive collection system cleaning to prevent blockages and by-passes	FI / SNR
Receive and treat septage waste from outlying, non-sewered areas of Town	FI / SNR
Continue Town-wide OWSM 2nd inspection notices sent by OWSM district	FI / SNR
Continue public outreach for OWTS inspection, repairs, and replacement	FI / SNR
Coordinate CCSLP loans with property owners and respective agencies	FI / SNR
Inspect and repair as needed in the collection system along Kingstown Road.	FI / SNR
Upgrade Shadow Farm Pump Station	FI / SNR
Replace Chemical Storage Tanks	FI / SNR
Neuros Blower replacement	FI / SNR
Pursue funding for Interceptor Cleaning and Repair	FI / SNR
Silver Lake and Kingstown Pumps Muffin Monster Installation	FI / SNR
Waste Water Treatment Facility window replacement	FI / SNR

Specific Performance Measurements

Description	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Projected	FY2025-26 Anticipated	Town Council Goals & Objs
South Kingstown annual flow (MG)	375.78	416.53	358.35	360.00	FI / SNR
Narragansett annual flow (MG)	401.86	499.03	421.64	425.00	FI / SNR
URI annual flow (MG)	176.80	207.02	195.94	200.00	FI / SNR
WWTF combined annual flow (MG)	954.44	1,122.58	975.93	985.00	FI / SNR
WWTF max capacity (MGD)	5.0	5.0	5.0	5.0	FI / SNR
WWTF 3 month max capacity (MG per Month)	4.0	4.0	4.0	4.0	FI / SNR
% of WWTF max capacity - average of highest 3 months	80%	80%	80%	80%	FI / SNR
Suspended Solids (SS) efficiency (mg/l)	8.2	10.0	7.4	8.0	FI / SNR
Treated septate (gals)	4,664,133	4,300,000	4,400,000	4,400,000	FI / SNR
Biological Oxygen Demand (BOD) efficiency (mg/l)	16.2	17.1	7.1	10.0	FI / SNR
Account (SK only)	3897	3916	3932	3952	FI / SNR
Units (SK only)	5822	5847	5873	5913	FI / SNR
Minimum annual user fee *	$350.00	$350.00	$400.00	$400.00	FI / SNR / TBF
Excess user fee (per 100 ft3)	$4.40	$4.40	$4.80	$4.80	FI / SNR / TBF
Septage disposal per 1,000 gal.	$90.00	$90.00	$95.00	$95.00	FI / SNR / TBF

Minimum user fee provides a single family home, an annual allowance of 10,000 ft(3) of consumption.

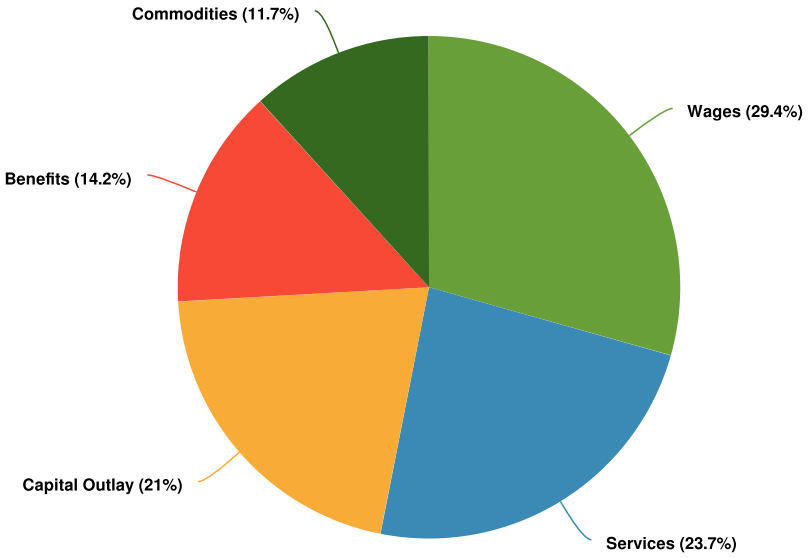
Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Wastewater Enterprise Fund						
Wages	$1,357,169	$1,154,111	$769,759	$1,384,360	$1,242,793	$1,545,296
Benefits	$616,843	$587,254	$385,406	$670,899	$635,129	$741,467
Services	$1,386,595	$1,232,480	$1,038,471	$1,300,752	$1,223,139	$1,377,267
Capital Outlay	$1,117,805	$1,878,646	$3,654,884	$1,349,836	$1,820,289	$1,219,186

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Commodities	$589,819	$514,179	$572,435	$639,095	$652,668	$680,852
Total Wastewater Enterprise Fund:	**$5,068,231**	**$5,366,671**	**$6,420,954**	**$5,344,942**	**$5,574,018**	**$5,564,068**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	70492010-511001	$396,889.97	$363,406.43	$240,016.84	$407,987.25	$445,748.80
Full-Time Employees	70492020-511001	$328,426.63	$294,784.91	$193,943.28	$336,868.65	$372,295.05
Full-Time Employees	70492030-511001	$74,981.12	$66,825.88	$43,895.89	$76,847.85	$85,277.87
Full-Time Employees	70492040-511001	$74,981.12	$66,825.88	$43,895.89	$76,847.85	$85,194.67
Full-Time Employees	70492050-511001	$79,319.69	$70,144.25	$45,994.86	$81,224.50	$90,536.59
Full-Time Employees	70492060-511001	$79,319.69	$70,144.25	$45,994.86	$81,224.50	$90,536.59
Full-Time Employees	70492070-511001	$4,027.25	$4,027.09	$2,710.19	$4,183.44	$4,320.81
Full-Time Employees	70492080-511001	$120,346.30	$118,847.24	$79,863.71	$121,913.79	$147,371.03
Part-Time Salaries	70492010-511002	$0.00	$129.75	$0.00	$0.00	$0.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Part-Time Salaries	70492080-511002	$28,621.00	$16,074.48	$5,860.80	$20,904.86	$20,904.86
Overtime	70492010-511004	$20,129.94	$15,467.42	$11,816.50	$21,078.00	$21,078.00
Overtime	70492020-511004	$19,800.00	$15,342.00	$11,805.92	$21,078.00	$21,078.00
Overtime	70492030-511004	$4,067.00	$3,711.31	$2,861.40	$4,067.00	$5,000.00
Overtime	70492040-511004	$4,067.00	$3,711.31	$2,861.40	$4,067.00	$83.20
Overtime	70492050-511004	$4,575.00	$4,165.81	$3,218.06	$4,575.00	$4,575.00
Overtime	70492060-511004	$4,575.00	$4,165.81	$3,218.06	$4,575.00	$5,750.00
Overtime	70492070-511004	$0.00	$7.28	$0.70	$0.00	$0.00
Overtime	70492080-511004	$0.00	$0.00	$25.44	$0.00	$2,700.00
Retirement/Vacation Reimb.	70492010-511005	$35,394.00	$2,862.93	$124.13	$35,394.00	$35,394.00
Retirement/Vacation Reimb.	70492020-511005	$27,288.00	$2,862.91	$124.15	$27,288.00	$27,288.00
Retirement/Vacation Reimb.	70492030-511005	$7,500.00	$694.04	$30.10	$7,500.00	$7,500.00
Retirement/Vacation Reimb.	70492040-511005	$6,545.00	$694.04	$30.10	$6,545.00	$6,545.00
Retirement/Vacation Reimb.	70492050-511005	$7,287.00	$780.79	$33.86	$7,287.00	$7,287.00
Retirement/Vacation Reimb.	70492060-511005	$7,287.00	$780.79	$33.86	$7,287.00	$7,287.00
Retirement/Vacation Reimb.	70492080-511005	$0.00	$571.63	$0.00	$0.00	$0.00
Longevity	70492010-511006	$7,158.21	$7,471.37	$9,770.76	$8,454.47	$16,158.05
Longevity	70492020-511006	$6,197.87	$6,480.65	$8,588.49	$7,323.23	$14,840.53
Longevity	70492030-511006	$1,437.46	$1,503.96	$2,001.99	$1,698.69	$3,508.46
Longevity	70492040-511006	$1,437.46	$1,503.96	$2,001.99	$1,698.69	$3,508.46
Longevity	70492050-511006	$1,546.54	$1,619.12	$2,165.29	$1,827.87	$3,850.14
Longevity	70492060-511006	$1,546.54	$1,619.12	$2,165.29	$1,827.87	$3,850.14
Longevity	70492070-511006	$56.49	$58.29	$69.56	$66.55	$77.50
Longevity	70492080-511006	$2,360.28	$2,410.03	$4,635.36	$2,718.56	$5,751.03
Vac & Sick Pay Accrued Exp	70492090-511009	$0.00	$4,416.53	$0.00	$0.00	$0.00
Total Wages:		**$1,357,168.56**	**$1,154,111.26**	**$769,758.73**	**$1,384,359.62**	**$1,545,295.81**

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Benefits						
FICA	70492010-522250	$29,826.55	$28,797.53	$19,372.72	$32,346.61	$34,011.11
FICA	70492020-522250	$24,380.18	$23,299.53	$15,656.59	$25,720.04	$27,417.01
FICA	70492030-522250	$5,541.39	$5,277.07	$3,543.60	$5,862.58	$6,275.21
FICA	70492040-522250	$5,541.39	$5,277.07	$3,543.60	$5,862.58	$6,275.21
FICA	70492050-522250	$5,833.64	$5,533.91	$3,713.43	$6,190.94	$6,656.51
FICA	70492060-522250	$5,833.64	$5,533.91	$3,713.43	$6,190.94	$6,656.51
FICA	70492070-522250	$320.37	$321.91	$218.62	$323.57	$322.48
FICA	70492080-522250	$10,961.82	$10,128.82	$6,626.31	$11,199.42	$11,391.14
Municipal Employees Retirement	70492010-522300	$50,780.48	$46,548.40	$33,310.78	$50,843.77	$61,227.81
Municipal Employees Retirement	70492020-522300	$42,046.95	$37,811.88	$27,003.24	$41,425.56	$51,130.39
Municipal Employees Retirement	70492030-522300	$9,601.60	$8,574.58	$6,119.34	$9,404.62	$11,711.29
Municipal Employees Retirement	70492040-522300	$9,601.60	$8,574.58	$6,119.34	$9,404.62	$11,711.29
Municipal Employees Retirement	70492050-522300	$10,159.63	$9,004.00	$6,419.91	$9,887.66	$12,432.74
Municipal Employees Retirement	70492060-522300	$10,159.63	$9,004.00	$6,419.91	$9,887.66	$12,432.74
Municipal Employees Retirement	70492070-522300	$513.72	$514.01	$371.05	$554.02	$593.97
Municipal Employees Retirement	70492080-522300	$15,404.68	$15,432.70	$11,452.33	$16,246.58	$20,514.67
State Retirement Defined Cont.	70492010-522301	$3,919.44	$3,585.27	$2,414.57	$4,448.27	$4,524.41
State Retirement Defined Cont.	70492020-522301	$3,193.00	$2,858.09	$1,919.66	$3,690.63	$3,757.75
State Retirement Defined Cont.	70492030-522301	$724.84	$644.31	$432.26	$843.35	$859.04
State Retirement Defined Cont.	70492040-522301	$724.84	$644.31	$432.26	$843.35	$859.04
State Retirement Defined Cont.	70492050-522301	$762.04	$670.62	$449.80	$893.08	$910.05
State Retirement Defined Cont.	70492060-522301	$762.04	$670.62	$449.80	$893.08	$910.05
State Retirement Defined Cont.	70492070-522301	$42.72	$42.46	$29.24	$44.57	$45.10
State Retirement Defined Cont.	70492080-522301	$1,098.46	$1,088.44	$755.29	$1,243.52	$1,460.97
Medical Insur-Active Employees	70492010-522818	$71,704.03	$68,859.34	$44,919.88	$86,789.24	$93,290.93

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Medical Insur-Active Employees	70492020-522818	$70,250.03	$67,403.02	$43,969.39	$85,227.26	$91,347.51
Medical Insur-Active Employees	70492030-522818	$16,931.82	$16,241.32	$10,595.06	$20,555.35	$22,016.67
Medical Insur-Active Employees	70492040-522818	$16,931.82	$16,241.32	$10,595.06	$20,555.35	$22,016.67
Medical Insur-Active Employees	70492050-522818	$18,941.37	$18,163.94	$11,849.39	$23,009.95	$24,625.50
Medical Insur-Active Employees	70492060-522818	$18,941.37	$18,163.94	$11,849.39	$23,009.95	$24,625.50
Medical Insur-Active Employees	70492070-522818	$85.53	$85.76	$55.95	$91.88	$164.60
Medical Insur-Active Employees	70492080-522818	$18,984.54	$19,023.58	$12,420.09	$20,378.02	$30,410.57
Medical Insur-Retirees	70492080-522820	$75,727.00	$75,892.76	$37,530.16	$75,727.00	$75,727.00
Dental Insur-Active Employees	70492010-522822	$4,116.96	$3,724.42	$2,150.75	$4,231.24	$4,303.19
Dental Insur-Active Employees	70492020-522822	$3,703.47	$3,310.72	$1,907.54	$3,805.35	$3,879.92
Dental Insur-Active Employees	70492030-522822	$869.78	$774.35	$445.97	$893.64	$911.91
Dental Insur-Active Employees	70492040-522822	$869.78	$774.35	$445.97	$893.64	$911.91
Dental Insur-Active Employees	70492050-522822	$948.10	$841.24	$483.59	$974.08	$994.78
Dental Insur-Active Employees	70492060-522822	$948.10	$841.24	$483.59	$974.08	$994.78
Dental Insur-Active Employees	70492070-522822	$24.31	$24.26	$14.28	$25.06	$24.90
Dental Insur-Active Employees	70492080-522822	$922.64	$922.86	$542.84	$950.34	$1,336.63
Insurance Buyback	70492010-522840	$3,765.00	$3,764.98	$2,461.60	$3,765.00	$3,801.00
Insurance Buyback	70492020-522840	$1,631.50	$1,631.57	$1,066.75	$1,631.50	$1,631.50
Insurance Buyback	70492030-522840	$251.00	$251.17	$164.22	$251.00	$251.00
Insurance Buyback	70492040-522840	$251.00	$251.17	$164.22	$251.00	$251.00
Insurance Buyback	70492050-522840	$125.50	$125.58	$82.11	$125.50	$125.50
Insurance Buyback	70492060-522840	$125.50	$125.58	$82.11	$125.50	$125.50
Insurance Buyback	70492070-522840	$125.50	$125.58	$82.11	$125.50	$125.50
Insurance Buyback	70492080-522840	$400.00	$849.76	$555.56	$850.00	$1,912.50
Life Insurance	70492010-522850	$462.58	$435.64	$281.38	$429.06	$462.67
Life Insurance	70492020-522850	$395.06	$367.54	$236.07	$361.44	$395.05

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Life Insurance	70492030-522850	$91.23	$84.77	$54.39	$83.07	$91.19
Life Insurance	70492040-522850	$91.23	$84.77	$54.39	$83.07	$91.19
Life Insurance	70492050-522850	$97.64	$90.31	$57.79	$88.45	$97.61
Life Insurance	70492060-522850	$97.64	$90.31	$57.79	$88.45	$97.61
Life Insurance	70492070-522850	$3.98	$3.96	$2.64	$3.97	$3.98
Life Insurance	70492080-522850	$137.70	$137.78	$91.84	$137.70	$178.50
Worker's Compensation	70492010-529900	$15,510.00	$14,249.28	$10,897.56	$15,510.00	$15,510.00
Worker's Compensation	70492020-529900	$12,100.00	$11,793.74	$9,148.73	$12,100.00	$12,100.00
Worker's Compensation	70492030-529900	$2,782.00	$2,697.18	$2,099.49	$2,782.00	$2,782.00
Worker's Compensation	70492040-529900	$2,782.00	$2,697.18	$2,099.49	$2,782.00	$2,782.00
Worker's Compensation	70492050-529900	$2,965.00	$2,858.55	$2,233.35	$2,965.00	$2,965.00
Worker's Compensation	70492060-529900	$2,965.00	$2,858.55	$2,233.35	$2,965.00	$2,965.00
Worker's Compensation	70492070-529900	$130.00	$140.63	$102.83	$130.00	$130.00
Worker's Compensation	70492080-529900	$422.00	$364.99	$308.33	$422.00	$422.00
Travel Expenses	70492080-538014	$500.00	$47.00	$41.50	$500.00	$500.00
Total Benefits:		**$616,843.36**	**$587,254.01**	**$385,405.58**	**$670,898.66**	**$741,466.74**
Services						
Legal Services	70492080-530004	$5,163.00	$5,163.22	$0.00	$5,740.00	$5,740.00
Custodial Services	70492080-530013	$2,236.00	$0.00	$0.00	$2,236.00	$0.00
Refuse Disposal	70492010-530014	$2,548.00	$1,556.90	$1,106.16	$1,748.25	$1,748.25
Laboratory	70492010-530030	$48,500.00	$37,077.83	$51,700.00	$61,715.00	$64,065.00
Internet Access	70492060-530066	$2,660.00	$2,185.93	$1,110.38	$2,660.00	$3,970.00
Internet Access	70492080-530066	$1,323.00	$2,492.19	$1,455.92	$2,646.00	$2,646.00
Central Facility Tipping	70492020-530068	$579,557.58	$454,662.03	$457,889.89	$491,045.00	$509,563.00
Employee Training	70492010-530801	$0.00	$0.00	$0.00	$1,750.00	$1,750.00
Telephone	70492010-532000	$2,457.00	$5,118.15	$621.60	$2,025.00	$2,025.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Telephone	70492030-532000	$2,031.00	$1,642.48	$1,065.74	$1,500.00	$1,500.00
Telephone	70492040-532000	$1,310.00	$1,128.92	$973.67	$1,310.00	$1,310.00
Telephone	70492050-532000	$5,484.00	$4,881.14	$4,755.35	$5,498.00	$5,645.00
Fuel - Oil	70492010-532002	$1,701.00	$1,268.25	$0.00	$1,701.00	$1,512.00
Fuel - Oil	70492020-532002	$259.00	$241.57	$0.00	$324.00	$324.00
Fuel - Oil	70492030-532002	$2,025.00	$1,207.62	$0.00	$2,025.00	$1,800.00
Fuel - Oil	70492040-532002	$1,417.50	$1,056.67	$0.00	$1,620.00	$1,440.00
Fuel - Oil	70492050-532002	$810.00	$1,136.44	$303.28	$950.00	$1,368.00
Electricity	70492010-532004	$220,000.00	$209,618.79	$146,139.54	$220,000.00	$260,000.00
Electricity	70492020-532004	$40,704.81	$39,927.39	$27,836.10	$40,961.00	$40,273.00
Electricity	70492030-532004	$109,853.04	$113,527.93	$63,961.38	$102,460.00	$138,906.00
Electricity	70492040-532004	$49,692.90	$54,626.67	$31,241.66	$49,525.00	$50,000.00
Electricity	70492050-532004	$23,840.00	$29,971.30	$19,443.21	$23,840.00	$25,800.00
Electricity	70492080-532004	$5,122.80	$4,991.85	$3,306.83	$5,058.80	$5,058.80
Natural Gas	70492010-532008	$38,000.00	$37,465.72	$26,526.74	$40,000.00	$40,000.00
Natural Gas	70492020-532008	$7,416.00	$6,099.05	$4,288.32	$7,416.00	$7,416.00
Natural Gas	70492030-532008	$6,500.00	$6,433.41	$2,513.84	$6,664.00	$6,660.00
Natural Gas	70492040-532008	$6,300.00	$6,266.17	$2,402.46	$6,400.00	$6,400.00
Natural Gas	70492050-532008	$5,100.00	$6,422.15	$3,867.49	$5,700.00	$5,800.00
Natural Gas	70492080-532008	$1,889.00	$1,994.38	$1,160.75	$2,016.00	$2,016.00
Wastewater Fees	70492080-532010	$105.00	$105.00	$120.00	$120.00	$120.00
Water Fees	70492010-532012	$5,100.00	$2,907.15	$4,929.00	$5,100.00	$5,100.00
Water Fees	70492020-532012	$800.00	$528.88	$800.00	$1,680.00	$1,680.00
Water Fees	70492030-532012	$11,000.00	$3,392.13	$7,000.00	$9,000.00	$9,000.00
Water Fees	70492040-532012	$1,600.00	$1,498.20	$1,529.00	$1,700.00	$1,700.00
Water Fees	70492050-532012	$3,225.15	$3,295.00	$3,448.41	$3,356.00	$3,321.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Water Fees	70492080-532012	$233.65	$221.81	$235.00	$235.00	$235.00
WW Conveyance Fee	70492050-532019	$6,616.29	$4,402.71	$5,484.38	$6,975.00	$6,746.00
Computer/Software Maintenance	70492010-534016	$2,375.00	$2,098.48	$2,372.50	$2,375.00	$2,375.00
Computer/Software Maintenance	70492050-534016	$2,175.00	$2,098.48	$2,372.50	$2,375.00	$2,373.00
Computer/Software Maintenance	70492070-534016	$9,925.00	$6,765.50	$7,300.15	$10,750.00	$4,410.00
Asset Management Software	70492010-534017	$4,500.00	$4,407.87	$4,407.87	$4,500.00	$4,500.00
Asset Management Software	70492030-534017	$1,350.00	$1,322.36	$1,392.36	$3,200.00	$2,350.00
Asset Management Software	70492040-534017	$1,350.00	$1,322.36	$1,462.36	$3,200.00	$2,350.00
Asset Management Software	70492050-534017	$900.00	$881.57	$881.57	$2,694.00	$882.00
Asset Management Software	70492060-534017	$900.00	$881.57	$881.57	$900.00	$882.00
Maintenance Of Buildings	70492080-534020	$1,650.00	$661.08	$148.21	$2,000.00	$2,000.00
Postage	70492070-538020	$2,800.00	$2,082.57	$2,159.29	$2,800.00	$2,500.00
Printing Expenses	70492070-538022	$2,250.00	$3,519.42	$5,318.36	$3,700.00	$5,500.00
Onsite WW Management	70492080-538034	$4,000.00	$1,752.40	$1,188.00	$4,000.00	$0.00
Insurance	70492010-560010	$47,657.00	$52,182.37	$57,838.02	$52,182.37	$52,182.37
Insurance	70492020-560010	$5,491.00	$5,900.13	$6,349.56	$5,500.00	$5,500.00
Insurance	70492030-560010	$21,241.00	$22,874.94	$25,417.24	$21,241.00	$21,241.00
Insurance	70492040-560010	$4,741.00	$5,010.55	$5,434.35	$4,741.00	$4,741.00
Insurance	70492050-560010	$4,343.00	$5,406.24	$5,954.78	$4,343.00	$4,343.00
Insurance	70492080-560010	$28,051.00	$28,482.18	$30,376.14	$28,051.00	$28,500.00
Contingency	70492090-580910	$8,000.00	$0.00	$0.00	$17,500.00	$8,000.00
Debt - Principal	70492090-589010	$30,000.00	$30,000.00	$0.00	$0.00	$0.00
Debt - Interest	70492090-589012	$315.00	$315.00	$0.00	$0.00	$0.00
Total Services:		**$1,386,594.72**	**$1,232,480.10**	**$1,038,470.93**	**$1,300,752.42**	**$1,377,267.42**
Capital Outlay						
Non-Major Technology Reserve	70492010-530044	$5,584.00	$5,584.00	$7,615.00	$7,615.00	$7,615.00

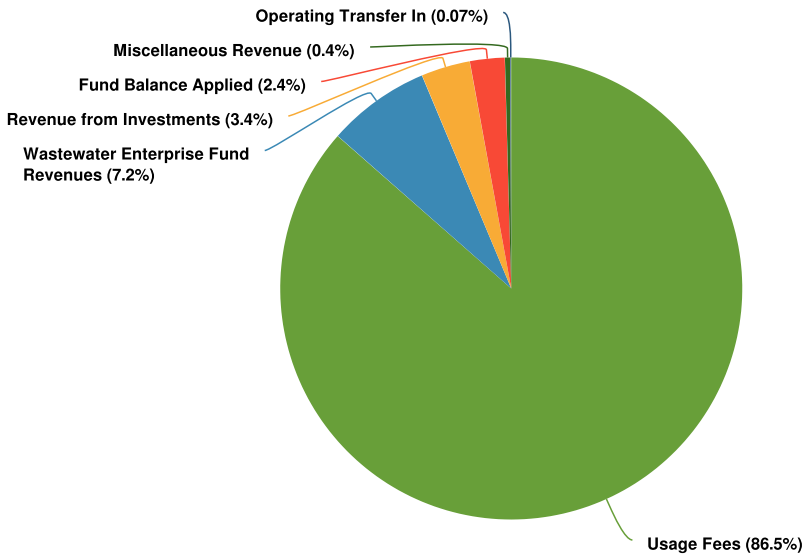
Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
VGSI-Tax Billing Software Upgr	70492090-550002	$0.00	$0.00	$2,673.71	$0.00	$0.00
Capital Improvements	70492090-570002	$280,000.00	$209,661.53	$176,832.30	$290,000.00	$320,000.00
SilverLake Capital Improvments	70492090-570003	$25,000.00	$32,772.01	$20,200.00	$40,000.00	$35,000.00
Kingston Capital Improvements	70492090-570005	$0.00	$324,099.28	$3,280,262.46	$0.00	$0.00
Local Capital Improvments	70492090-570006	$25,000.00	$91,304.14	$167,300.67	$230,000.00	$44,000.00
Depreciation	70492090-570902	$782,221.00	$1,212,989.52	$0.00	$782,221.00	$810,000.00
Transfer To Other Funds	70492080-590999	$0.00	$2,236.00	$0.00	$0.00	$2,571.00
Total Capital Outlay:		**$1,117,805.00**	**$1,878,646.48**	**$3,654,884.14**	**$1,349,836.00**	**$1,219,186.00**
Commodities						
General Materials & Supplies	70492010-540010	$77,907.14	$56,658.72	$57,763.70	$82,075.00	$103,114.00
General Materials & Supplies	70492020-540010	$17,650.00	$13,466.58	$12,046.82	$17,650.00	$17,650.00
General Materials & Supplies	70492030-540010	$11,430.00	$12,166.31	$37,132.10	$11,430.00	$11,555.00
General Materials & Supplies	70492040-540010	$9,335.00	$9,876.04	$8,974.00	$9,335.00	$9,635.00
General Materials & Supplies	70492050-540010	$19,100.00	$20,367.34	$20,968.01	$21,600.00	$22,200.00
General Materials & Supplies	70492060-540010	$15,400.00	$14,283.59	$4,325.00	$18,605.00	$18,605.00
Office Materials & Supplies	70492080-540012	$6,000.00	$2,921.67	$4,110.00	$6,000.00	$6,000.00
Books And Publications	70492080-540020	$4,825.00	$3,611.31	$3,705.86	$10,738.00	$10,738.00
Chemicals And Gases	70492010-540024	$144,881.00	$144,900.45	$144,922.10	$156,415.00	$160,913.00
Chemicals And Gases	70492020-540024	$151,102.67	$142,964.20	$157,000.00	$170,811.00	$194,000.00
Chemicals And Gases	70492030-540024	$37,374.48	$19,083.42	$43,010.00	$44,051.00	$44,051.00
Vehicle Operation	70492010-540060	$1,244.82	$1,640.43	$947.66	$3,665.00	$2,600.00
Vehicle Operation	70492020-540060	$83,072.00	$65,101.37	$72,000.00	$78,630.00	$67,860.00
Vehicle Operation	70492030-540060	$3,429.07	$2,379.28	$1,843.18	$2,824.00	$3,977.00
Vehicle Operation	70492040-540060	$3,639.00	$2,379.28	$1,843.18	$2,842.00	$3,977.00
Vehicle Operation	70492050-540060	$3,429.07	$2,379.37	$1,843.18	$2,424.00	$3,977.00
Total Commodities:		**$589,819.25**	**$514,179.36**	**$572,434.79**	**$639,095.00**	**$680,852.00**
Total Expense Objects:		**$5,068,230.89**	**$5,366,671.21**	**$6,420,954.17**	**$5,344,941.70**	**$5,564,067.97**

Revenue by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Wastewater Enterprise Fund						
Wastewater Enterprise Fund Revenues	$378,000	$419,773	$289,024	$408,500	$408,500	$418,000
Operating Transfer In	$4,000	$4,000	$0	$4,000	$4,000	$4,000
Usage Fees	$4,556,494	$7,136,370	$3,863,846	$4,813,253	$4,430,240	$5,021,279
Revenue from Investments	$45,000	$443,028	$459,915	$45,000	$525,761	$70,632
Miscellaneous Revenue	$17,500	$161,200	$23,585	$20,100	$23,585	$21,000
Fund Balance Applied	$67,237	$3,726,258	$0	$54,089	$190,557	$29,157
Total Wastewater Enterprise Fund:	**$5,068,231**	**$11,890,628**	**$4,636,370**	**$5,344,942**	**$5,582,643**	**$5,564,068**

Revenues by Source

Projected 2026 Revenues by Source



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Revenue Source						
Wastewater Enterprise Fund Revenues						
Septic Haulers	70492000-440520	$378,000.00	$419,772.87	$289,024.36	$408,500.00	$418,000.00
Total Wastewater Enterprise Fund Revenues:		**$378,000.00**	**$419,772.87**	**$289,024.36**	**$408,500.00**	**$418,000.00**
Operating Transfer In						
General Fund	70492000-490101	$4,000.00	$4,000.00	$0.00	$4,000.00	$4,000.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Total Operating Transfer In:		**$4,000.00**	**$4,000.00**	**$0.00**	**$4,000.00**	**$4,000.00**
Usage Fees						
Domestic & Comercial Users	70492000-418010	$2,381,050.00	$2,388,543.46	$2,335,358.10	$2,721,600.00	$2,690,000.00
University Of R I Cost Share	70492000-418011	$837,155.00	$3,611,100.06	$577,557.00	$834,215.00	$901,450.00
Industrial & Special Users	70492000-418012	$66,300.00	$104,789.81	$61,970.56	$72,400.00	$115,600.00
Narragansett Cost Share	70492000-418013	$1,227,674.00	$981,074.97	$874,848.00	$1,185,038.00	$1,314,229.00
Diane Dr Customer Debt Prin.	70492000-418110	$30,000.00	$30,000.00	$0.00	$0.00	$0.00
Interest On Delinquent Payt	70492000-418130	$14,000.00	$20,779.97	$14,094.18	$0.00	$0.00
DD Delinquent Pmt Penalty	70492000-418160	$0.00	$0.00	$17.73	$0.00	$0.00
Int On Diane Dr Assessment	70492000-418170	$315.00	$81.23	$0.00	$0.00	$0.00
Total Usage Fees:		**$4,556,494.00**	**$7,136,369.50**	**$3,863,845.57**	**$4,813,253.00**	**$5,021,279.00**
Revenue from Investments						
Investment Income	70492000-460010	$45,000.00	$283,641.56	$289,153.73	$45,000.00	$70,631.96
GASB 31 Change	70492000-460500	$0.00	$159,386.00	$170,761.09	$0.00	$0.00
Total Revenue from Investments:		**$45,000.00**	**$443,027.56**	**$459,914.82**	**$45,000.00**	**$70,631.96**
Miscellaneous Revenue						
Miscellaneous Revenue	70492000-470010	$17,500.00	$21,778.60	$23,585.00	$20,100.00	$21,000.00
National Grid Elec Rebate	70492000-470020	$0.00	$139,421.63	$0.00	$0.00	$0.00
Total Miscellaneous Revenue:		**$17,500.00**	**$161,200.23**	**$23,585.00**	**$20,100.00**	**$21,000.00**
Fund Balance Applied						
Net Assets Forward To Ops	70492000-499050	$67,237.00	$3,726,258.34	$0.00	$54,089.00	$29,157.00
Total Fund Balance Applied:		**$67,237.00**	**$3,726,258.34**	**$0.00**	**$54,089.00**	**$29,157.00**
Total Revenue Source:		**$5,068,231.00**	**$11,890,628.50**	**$4,636,369.75**	**$5,344,942.00**	**$5,564,067.96**

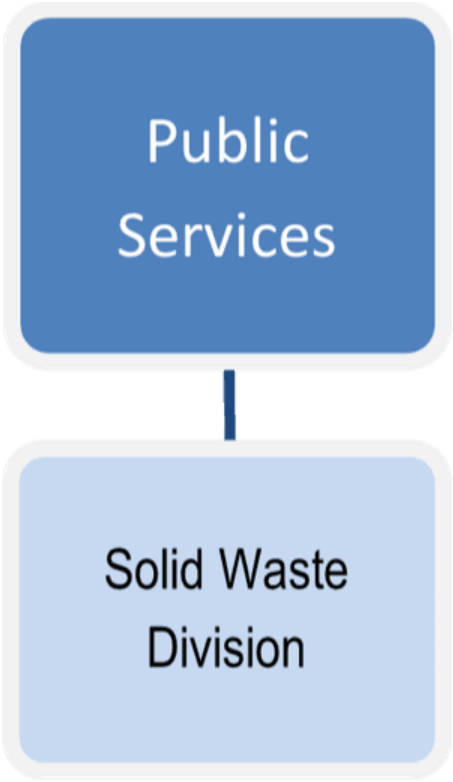
Solid Waste Enterprise Fund

Richard J. Bourbonnais, PE
Director of Public Services

Division Summary

Division Number	Division Description
70696100	Station Recycling Operation
70696200	Transportation / Disposal
70696300	Administration / General
70696400	Other Expenses
70696600	General Solid Waste Program
70696800	Superfund

Organizational Chart



MIssion Statement & Primary Functions

Mission Statement

The mission of the Solid Waste Division, under the Department of Public Services, is to ensure solid waste management and recycling compliance in accordance with RI Department of Environmental Management (RIDEM) and RI Resource Recovery Corporation (RIRRC) rules and regulations. The primary mission of the Solid Waste Enterprise Fund is to provide residents of South Kingstown a means of proper solid waste disposal at an affordable price, while ensuring that residential users are recycling materials to the greatest extent possible.

General Explanation and Work Program

The Solid Waste Division facilities currently consist of the Rose Hill Regional Transfer Station and Recycling Center (RHRTS) located on Rose Hill Road. Residents have the option of municipal solid waste (MSW) and recyclable disposal by either accessing the Rose Hill Regional Transfer Station pay-as-you-throw (PAYT) program or hiring a private hauler for curbside refuse and recycling collection.

Local Solid Waste Management

The Town's Solid Waste Management Ordinance was amended in May 2008 in order to ensure that all residents meet minimum recycling diversion levels; each and every curbside residential customer is required to recycle State mandated recyclable commodities. This included setting a 36% minimum recycling diversion rate. Additionally, private refuse haulers that collect curbside residential waste must secure a hauler's license issued by the Town, and as a condition of license approval, the hauler must provide the Public Services Department with a customer inventory, whereby municipal solid waste (MSW) tonnage is allocated to the hauler based upon the number of residential units that they service. Since FY 2009-2010, the Public Services Department tracks recycling diversion rates for the private refuse collection firms providing curbside refuse and recycling service in Town. Private haulers that do not meet minimum diversion rates are issued a Notice of Violation (NOV).

Rose Hill Regional Transfer Station

The RHRTS has served as a regional solid waste disposal and recycling processing facility for the communities of South Kingstown and Narragansett since December 1983. The RHRTS operates Monday through Saturday, from 7am until 3pm, exclusive of holidays. The Town also offers free scrap metal, rigid plastics, textiles, and food waste oil recycling at the RHRTS. Operation of this facility and associated hauling of municipal solid waste to the Rhode Island Resource Recovery Corporation (RIRRC) Central Landfill has been performed on a contractual basis since 1984. The RHRTS is a self-supporting operation, with no municipal tax dollars utilized for the program.

Waste Connections of Rhode Island – WCRI (f/k/a Link Environmental & Waste Haulers, LLC) of Seekonk, MA, provides RHRTS privatized operations. WCRI has a contract through June 30, 2026, which was originally approved in November 2007, and then subsequently extended in July 2010, May 2015, June 2020 and June 2021. In addition to processing municipal solid waste and municipal recyclables collected by private refuse haulers and direct access residential users, the RHRTS serves as a regional disposal facility for non-municipal, commercial waste.

A contract extension of the current RHRTS privatization contract, which expires on June 30, 2026, requires WCRI to make the following capital improvements:

- New, replacement large truck platform weight scale
- New improvements at residential door drop off area at the transfer station building
- Select repaving of transfer station access road that has failed
- Replace both transfer station tipping floors
- Renovate transfer station office

Rhode Island Resource Recovery Corporation

In an effort to preserve the finite capacity at the State's Central Landfill, the RIRRC has taken a number of steps in recent years to preserve landfill capacity at an affordable cost to municipalities. RIRRC began placing greater emphasis on reducing the amount of waste that is disposed at the landfill in order to create additional future capacity, whereby

municipalities were required to increase minimum recycling rates to 35% by July 2012, up from 20% in FY 2006-2007. An MSW tipping fee rebate is provided to communities each year; the amount of the rebate is based upon the amount of MSW tipped and the community's recycling diversion rate. Those communities failing to meet the higher diversion rate will be forced to pay higher tipping fees that will ultimately be passed along to the residents of each community.

Beginning in FY 2017-2018, RIRRC increased the current municipal solid waste (MSW) tip fee of $32 per ton to $39.50 per ton. The MSW tip fee increased to $46 per ton for FY 2018-2019. The MSW tip fee increased to $54 per ton for FY 2022-2023 and resulted in the pay-as-you-throw (PAYT) refuse tag price increasing from $2.10 per tag to $2.25 per tag in FY 2022-2023. The MSW tip fee increased again to $58.50 for FY 2023-2024 and $63.00 for FY 2024-2025. Presently, the PAYT refuse tag price is $2.50 per tag. At any time, if RIRRC increases the tip fee rate, it directly affects tag rates.

Although RIRRC originally proposed eliminating the municipal tip fee rebate in FY 2021-2022, RIRRC has opted to keep the tip fee rebate intact as a financial incentive for communities to maximize their recycling efforts.

Increased Statewide Recycling Efforts

In June 2012, RIRRC implemented a single stream recycling program in an effort to further increase Statewide recycling diversion. Under single stream recycling (aka Recycle Together RI), the recycling commodities previously separated (such as paper products and plastic/glass/cans) are now combined into a single stream recycling container. Studies indicate that consumers find single stream recycling easier, resulting in increased recycling tonnage.

FY 2025-2026 reflects the fifteenth year of the RIRRC Tip Fee Rebate program, where profits from residential recyclable commodity revenue are shared with RI municipalities. The amount of annual recycling revenue to the Town depends on the number of tons of residential recyclables tipped in a given year and the highly volatile recycling commodity market. In addition to this program, RIRRC also shares non-municipal recycling revenue with communities. FY 2022-2023 was the first time in seven years where there was a RIRRC Recycling Profit Sharing. South Kingstown received $1,446.76 from RIRRC.

Superfund Landfills Closeouts

The expenses associated with the closeout of both the Rose Hill and Plains Road Superfund Sites are paid from the Solid Waste Enterprise Fund. These include ongoing operation and maintenance costs, including site testing; reimbursement to RIDEM for capital costs incurred related to the closeout of the Rose Hill site; as well as debt service costs for two bonds that were issued, including $2M in 2002 for the Rose Hill site and $950,000 in 2005 for the West Kingston site. Institutional controls (ICs) have been secured for all USEPA designated private properties in close proximity to both closed landfill sites.

Functions

The functions of the Solid Waste Division include, but are not limited to:

- Oversee the RHRTS privatized operations and capital improvements by Link Environmental
- License private refuse haulers and ensure compliance in accordance with local regulations
- Provide public outreach to maximize recycling and minimize solid waste disposal
- Distribute recycling toters to Town residents upon request
- Serve as managing regional partner of the South Kingstown RHRTS

FY 2024 - 2025 Priorities

Priorities	Town Council Goals & Objs
Continue recycling outreach	SNR
Continued oversight of Town licensed private refuse haulers	TBF
Continue to exceed the RIRRC 35% diversion rate	SNR
Continue to exceed the Town's 36% diversion rate	SNR

FY 2025 - 2026 Priorities

Proposed Priorities	Town Council Goals & Objs
Continue to work with private haulers to maximize residential recyclables collection and recycling diversion rates	SNR
Meet or exceed the RIRRC 35% single stream recycling diversion rate	SNR
Meet or exceed the Town's 36% single stream recycling diversion rate	SNR

Specific Performance Measurements

Description	FY2022-23 Actual	FY2023-24 Actual	FY2024-25 Projected	FY2025-26 Anticipated	Town Council Goals & Objs
Outgoing MSW to RIRRC[1]	10,271	11,834	10,830	11,000	TBF
Town-Licensed Private Refuse Haulers	10	11	10	7	TBF
PAYT Incoming residential tagged refuse[1]	1,113	1,089	1,120	1,100	TBF
PAYT Incoming residential bagged yard waste[1]	270	780	450	450	TBF
Incoming PAYT residential recyclables[1]	1,052	1,003	1,043	1,050	SNR
Outgoing recycling tons to RIRRC[1]	4,621	4,533	4,840	4,800	SNR
Recycling single stream diversion rate[2]	31%	28%	28%	30%	SNR
Recycling diversion rate – all commodities[3]	51.4%	47.9%	48.2%	50.00%	SNR
Town's RIRRC recycling rebate[4]	$11,566	$6,082	$9,500	$9,500	TBF / SNR

1. Numbers reflected are in Tons.

2. Reflects single stream recyclable commodities (calendar year).

3. Reflects diversion rate for all recyclable commodities (calendar year).

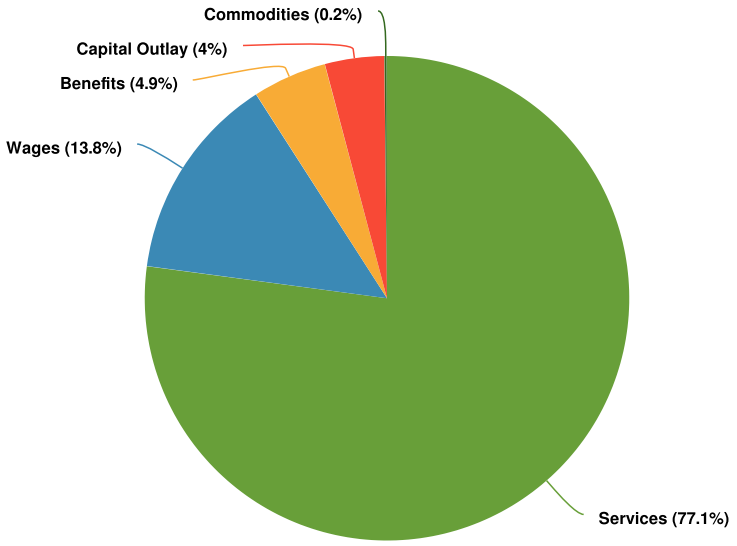
4. Revenue deviations primarily due to depressed worldwide recycling commodity market.11,834028%

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Solid Waste Enterprise Fund						
Wages	$75,375	$80,606	$61,843	$96,586	$48,174	$153,891
Benefits	$32,461	$32,076	$31,127	$52,212	$24,672	$55,159
Services	$733,932	$808,402	$591,802	$842,889	$840,708	$859,978
Capital Outlay	$43,819	$41,894	$844	$42,844	$41,050	$44,344
Commodities	$1,675	$106	$77	$1,775	$125	$1,775
Total Solid Waste Enterprise Fund:	**$887,262**	**$963,085**	**$685,692**	**$1,036,305**	**$954,729**	**$1,115,146**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Wages						
Full-Time Employees	70696300-511001	$41,736.24	$41,736.25	$28,249.73	$42,972.86	$44,897.58
Full-Time Employees	70696600-511001	$0.00	$16,799.75	$31,046.04	$0.00	$53,987.73
Part-Time Salaries	70696600-511002	$28,758.91	$19,356.99	$0.00	$52,111.33	$52,111.33
Overtime	70696300-511004	$0.00	$362.44	$34.67	$0.00	$0.00
Retirement/Vacation Reimb.	70696300-511005	$3,541.00	$0.00	$0.00	$0.00	$0.00
Longevity	70696300-511006	$1,339.26	$1,365.78	$2,512.46	$1,501.31	$2,894.09
Vac & Sick Pay Accrued Exp	70696300-511009	$0.00	$984.86	$0.00	$0.00	$0.00
Total Wages:		**$75,375.41**	**$80,606.07**	**$61,842.90**	**$96,585.50**	**$153,890.73**
Benefits						
FICA	70696300-522250	$3,183.34	$3,217.90	$2,285.83	$3,320.30	$3,422.13
FICA	70696600-522250	$2,200.06	$2,660.15	$2,162.91	$3,853.63	$3,868.63
Municipal Employees Retirement	70696300-522300	$5,431.29	$5,422.09	$4,103.41	$5,797.48	$6,407.48

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Municipal Employees Retirement	70696600-522300	$3,617.88	$4,548.56	$4,144.61	$6,793.02	$7,293.74
State Retirement Defined Cont.	70696300-522301	$410.93	$411.13	$293.33	$1,011.99	$1,027.60
State Retirement Defined Cont.	70696600-522301	$287.58	$361.51	$310.46	$288.00	$288.00
Medical Insur-Active Employees	70696300-522818	$7,553.76	$7,571.51	$4,941.76	$28,370.61	$30,082.05
Medical Insur-Active Employees	70696600-522818	$7,962.00	$5,535.39	$11,091.12	$0.00	$0.00
Dental Insur-Active Employees	70696300-522822	$383.56	$383.80	$225.68	$1,243.48	$1,235.90
Dental Insur-Active Employees	70696600-522822	$0.00	$275.15	$449.53	$0.00	$0.00
Insurance Buyback	70696300-522840	$425.00	$424.88	$277.78	$425.00	$425.00
Life Insurance	70696300-522850	$51.00	$51.00	$34.00	$153.00	$153.00
Life Insurance	70696600-522850	$0.00	$25.50	$59.50	$0.00	$0.00
Worker's Compensation	70696300-529900	$875.00	$1,133.32	$668.45	$875.00	$875.00
Worker's Compensation	70696600-529900	$80.00	$54.33	$78.32	$80.00	$80.00
Total Benefits:		**$32,461.40**	**$32,076.22**	**$31,126.69**	**$52,211.51**	**$55,158.54**
Services						
RI SW Tipping Fees	70696200-530070	$571,740.00	$662,514.59	$431,081.84	$672,828.00	$672,828.00
Legal Fees - WK Landfill	70696800-530106	$2,000.00	$0.00	$0.00	$2,000.00	$2,000.00
Consulting Fees - WK Landfill	70696800-530107	$500.00	$0.00	$0.00	$500.00	$500.00
Legal Fees - R Hill Landfill	70696800-530108	$2,000.00	$0.00	$0.00	$2,000.00	$2,000.00
Consulting Fees - R H Landfill	70696800-530109	$7,500.00	$0.00	$17,980.09	$7,500.00	$25,000.00
Professional Services	70696800-530111	$2,000.00	$1,117.00	$0.00	$2,000.00	$2,000.00
Computer/Software Maintenance	70696300-534016	$4,678.00	$4,155.86	$4,634.23	$5,713.00	$5,713.00
Maintenance Of General Equip	70696100-534018	$1,500.00	$924.30	$1,696.00	$1,500.00	$1,500.00
Rose Hill Landfill Maintenance	70696800-534036	$71,748.00	$74,561.75	$71,723.89	$78,000.00	$78,000.00
W. Kingston Landfill Maint	70696800-534038	$9,000.00	$6,300.00	$6,550.00	$9,000.00	$9,000.00
Advertising	70696300-538012	$1,000.00	$0.00	$250.00	$1,000.00	$1,000.00
Postage	70696300-538020	$100.00	$0.00	$0.00	$100.00	$100.00

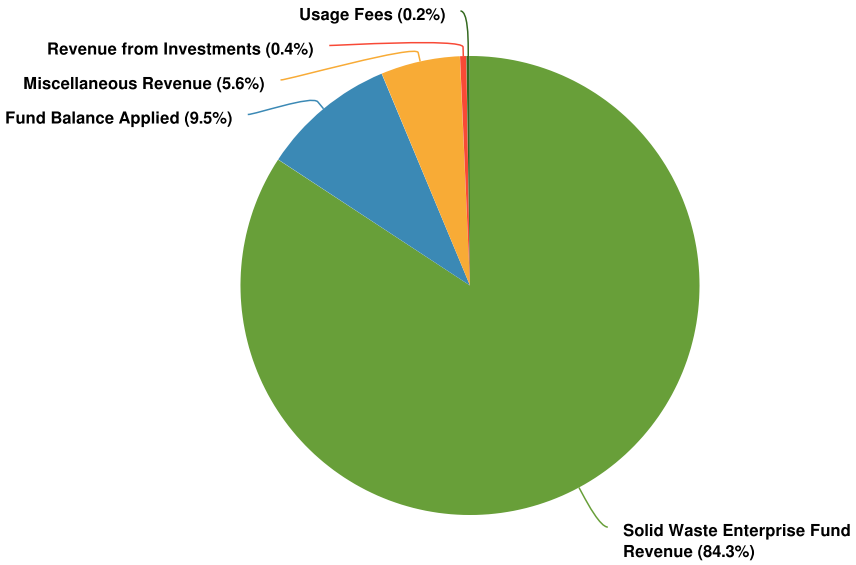
Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
General Administration	70696300-538036	$1,079.00	$1,079.05	$0.00	$2,325.00	$1,325.00
Insurance	70696300-560010	$2,290.00	$2,273.19	$2,343.97	$2,290.00	$2,290.00
Debt - Principal	70696800-589010	$54,000.00	$54,000.00	$55,000.00	$55,000.00	$55,000.00
Debt - Interest	70696800-589012	$2,796.61	$1,476.63	$542.11	$1,133.03	$1,722.00
Total Services:		**$733,931.61**	**$808,402.37**	**$591,802.13**	**$842,889.03**	**$859,978.00**
Capital Outlay						
Non-Major Technology Reserve	70696300-530044	$844.00	$844.00	$844.00	$844.00	$844.00
Depreciation	70696400-570902	$42,975.00	$41,050.41	$0.00	$42,000.00	$43,500.00
Total Capital Outlay:		**$43,819.00**	**$41,894.41**	**$844.00**	**$42,844.00**	**$44,344.00**
Commodities						
General Materials & Supplies	70696300-540010	$1,400.00	$0.00	$0.00	$1,500.00	$1,500.00
Miscellaneous Expenses	70696600-580100	$275.00	$106.00	$76.60	$275.00	$275.00
Total Commodities:		**$1,675.00**	**$106.00**	**$76.60**	**$1,775.00**	**$1,775.00**
Total Expense Objects:		**$887,262.42**	**$963,085.07**	**$685,692.32**	**$1,036,305.04**	**$1,115,146.27**

Revenue by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Solid Waste Enterprise Fund						
Solid Waste Enterprise Fund Revenue	$853,950	$888,886	$603,159	$923,203	$798,500	$939,550
Usage Fees	$0	$14,859	$29,364	$2,670	$53,787	$45,139
Revenue from Investments	$5,150	$4,663	$3,147	$6,500	$3,807	$5,000
Miscellaneous Revenue	$20,200	-$8,978	$6,083	$52,360	$10,000	$62,360
Fund Balance Applied	$7,962	$7,962	$0	$51,572	$0	$63,097
Total Solid Waste Enterprise Fund:	**$887,262**	**$907,391**	**$641,752**	**$1,036,305**	**$866,094**	**$1,115,146**

Revenues by Source

Projected 2026 Revenues by Source



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Revenue Source						
Solid Waste Enterprise Fund Revenue						
Transfer Station Rental - SK	70696000-431125	$173,969.00	$109,369.04	$64,754.28	$157,875.37	$147,800.00
Hauling Licenses	70696000-440550	$11,000.00	$8,000.00	$1,000.00	$9,000.00	$7,000.00
Metered Tonnage	70696000-440555	$595,281.00	$693,148.17	$481,191.97	$672,828.00	$700,000.00
Residential Stickers/Tag Sales	70696000-440560	$72,500.00	$75,000.00	$54,168.40	$80,000.00	$81,250.00
RIRRC Recycling Revenue Reimb.	70696000-470070	$0.00	$0.00	$0.00	$1,500.00	$1,500.00
Textiles Revenue (Big Sisters)	70696000-470090	$1,200.00	$3,368.60	$2,044.00	$2,000.00	$2,000.00
Total Solid Waste Enterprise Fund Revenue:		**$853,950.00**	**$888,885.81**	**$603,158.65**	**$923,203.37**	**$939,550.00**
Usage Fees						
University Of R I Cost Share	70696000-418011	$0.00	$170.20	$145.06	$170.00	$170.00
Narragansett Cost Share	70696000-418013	$0.00	$2,569.12	$2,226.80	$2,500.00	$2,500.00
Narragansett Recycling Coordin	70696000-418014	$0.00	$12,119.39	$26,992.51	$0.00	$42,469.00
Total Usage Fees:		**$0.00**	**$14,858.71**	**$29,364.37**	**$2,670.00**	**$45,139.00**

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Revenue from Investments						
Investment Income	70696000-460010	$5,150.00	$3,162.87	$1,539.22	$1,500.00	$3,500.00
GASB 31 Change	70696000-460500	$0.00	$1,499.93	$1,607.45	$5,000.00	$1,500.00
Total Revenue from Investments:		**$5,150.00**	**$4,662.80**	**$3,146.67**	**$6,500.00**	**$5,000.00**
Miscellaneous Revenue						
Miscellaneous Revenue	70696000-470010	$20,200.00	-$8,977.96	$6,082.53	$52,360.00	$62,360.00
Total Miscellaneous Revenue:		**$20,200.00**	**-$8,977.96**	**$6,082.53**	**$52,360.00**	**$62,360.00**
Fund Balance Applied						
Net Assets Forward To Ops	70696000-499050	$7,962.00	$7,962.00	$0.00	$51,572.00	$63,097.26
Total Fund Balance Applied:		**$7,962.00**	**$7,962.00**	**$0.00**	**$51,572.00**	**$63,097.26**
Total Revenue Source:		**$887,262.00**	**$907,391.36**	**$641,752.22**	**$1,036,305.37**	**$1,115,146.26**

School Operating Fund

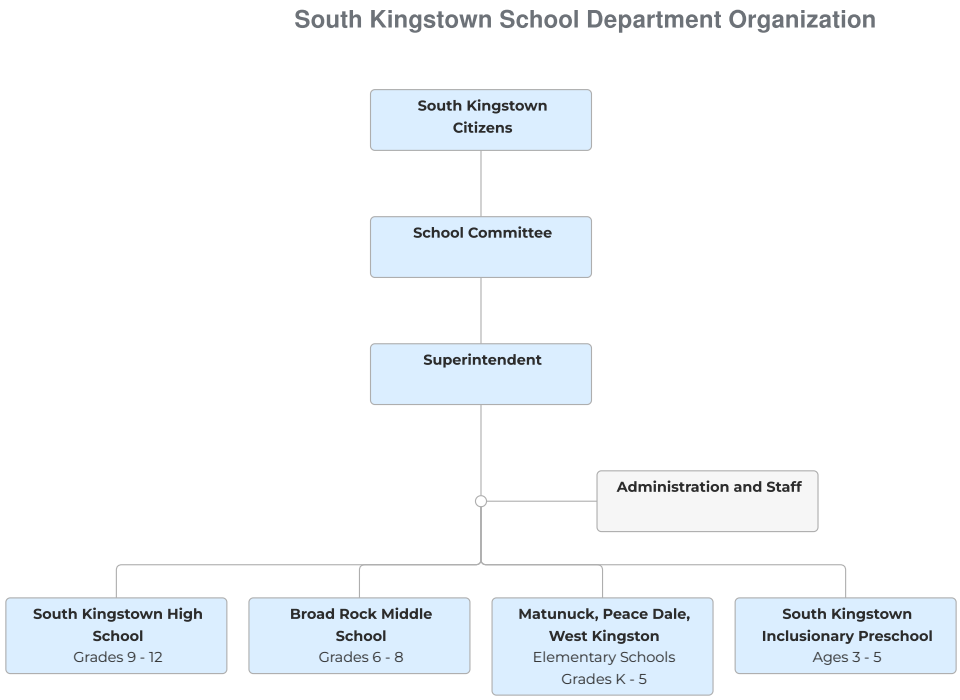
Michael Podraza
Superintendent

The School Fund supports the provision of the Town Council authorized Property Tax Transfer (PTT) from the Town of South Kingstown's General Fund to the South Kingstown School Department. The Property Tax Transfer is included as a revenue for the South Kingstown School Department's budget.

It is noted that the School Fund does not include funding for Education related debt service. Debt Service related to the School Department program and facilities is recognized within the Municipal budget, and not the School Department's budget. For additional information related to Education related debt service, please refer to Tab 16 of this document.

The South Kingstown School Committee discussed and approved the South Kingstown School Department's Proposed FY 2025-2026 Budget. Per Town Charter, the School Department Budget is to be presented to the Town not later than February 14th, of each year, after which the Town Manager must then present to the Town Council a proposed annual budget and budget message on or before March 1st of each year, to include the operations of all municipal departments and the school department.

Organizational Chart



Budget Narrative

School Department Budget Narrative

The School Department's budget is committed to fully supporting our students' academic and social-emotional growth while respecting South Kingstown residents' fiscal constraints. The School Committee worked closely with the School Administration to maximize educational efficiency. As a result, the budget emphasizes student-centered instructional practices and the mental health and well-being of our students, faculty, and staff. This process occurred within the context of declining state and federal funding, increased community and state expectations, an increase in unfunded mandates, and declining student enrollment.

The FY26 budget uses a combination of state funding, local appropriations, and grants to support teaching and learning for all students. An essential facet of the budget development process was building a budget that best meets our students' needs, maintains the current level of services, advances our strategic initiatives, and complies with state and federal mandates and regulations. In addition, we are closing learning gaps by restructuring and aligning resources, building a safety net for struggling learners, challenging and enhancing our accelerated learners, ensuring that academics, arts, and athletics are equal parts of learning, and developing teacher knowledge of research-based practices. Finally, SKSD is committed to providing each student in South Kingstown with a high-quality, engaging educational experience designed to meet each student at their appropriate level of challenge.

Department Headcount (FTE)

South Kingstown School Department	2021-22 Adopted	2022-23 Adopted	2023-24 Adopted	2024-25 Adopted	2025-26 Proposed
Total Personnel (F/T)	453.10	427.60	401.70	384.80	368.10

Per Pupil Funding - RIGL 16-7-23

RIGL 16-7-23 allows a municipality to reduce the maintenance of effort allocated to a school department, based on a per-pupil basis if there is a reduction in enrollment.

FY 2024 Enrollment	2,424
FY 2025 Enrollment	2,333
Difference	**-91**
FY 2025 Town Appropriation	$55,994,773
Per Pupil Costs	$23,100
FY 2026 Allowable Funding Reduction	**-$2,102,114**
FY 2026 Allowable Total Funding	**$53,892,659**

Local Property Tax Transfers - History

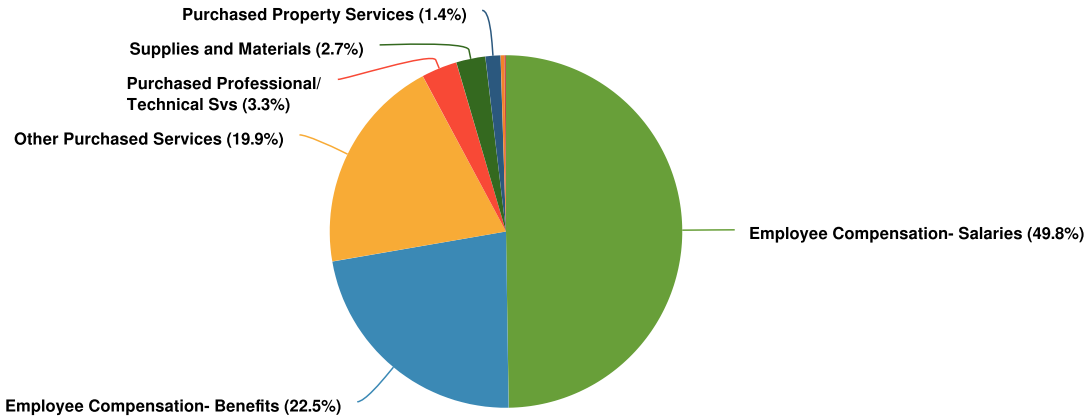
Fiscal Year	Property Tax Transfer	% Incr. / Prior Year
FY 2025 - 2026 (Town Manager Proposed)	$55,994,773	0.00%
FY 2025 - 2026 (School Committee Proposed)	$56,494,773	0.89%
FY 2024 - 2025	$55,994,773	0.00%
FY 2023 - 2024	$55,994,773	0.00%
FY 2022 - 2023	$55,994,773	0.00%
FY 2021 - 2022	$55,994,773	0.00%
FY 2020 - 2021	$55,994,773	2.00%
FY 2019 - 2020	$54,896,836	1.75%
FY 2018 - 2019	$53,952,664	2.93%
FY 2017 - 2018	$52,415,096	2.00%
FY 2016 - 2017	$51,387,349	2.13%
FY 2015 - 2016	$50,313,756	1.41%
FY 2014 - 2015	$49,614,070	0.98%
FY 2013 - 2014	$49,131,442	1.59%

Expenditures by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
School Fund						
Employee Compensation-Salaries	$31,615,844	$30,613,671	$15,035,565	$29,993,989	$0	$31,294,286
Employee Compensation-Benefits	$14,018,428	$13,365,879	$7,216,991	$13,927,116	$0	$13,993,108
Purchased Professional/ Technical Svs	$1,883,494	$1,700,480	$1,140,286	$1,759,231	$0	$2,055,559
Purchased Property Services	$830,424	$963,739	$590,559	$894,101	$0	$963,296
Other Purchased Services	$12,378,289	$12,245,994	$6,133,764	$13,861,843	$0	$12,974,532
Supplies and Materials	$1,635,117	$1,575,774	$884,468	$1,737,989	$0	$1,675,359
Property/ Capital Projects and Purchases	$202,198	$193,523	$151,002	$211,921	$0	$226,396
Debt Service/ Misc Expenditures	$71,885	$284,360	$48,302	$72,474	$0	$79,768
Other Items	$0	$80,000	$872,350	$0	$0	$0
Total School Fund:	**$62,635,680**	**$61,023,420**	**$32,073,286**	**$62,458,664**	**$0**	**$63,262,304**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expense Objects						
Employee Compensation- Salaries						
Salaries	011098-51110	$29,557,466.00	$28,723,400.12	$14,248,032.39	$28,276,462.00	$29,438,896.00
Professional Day	011098-51113	$459,489.00	$466,788.19	$217,365.46	$435,900.00	$447,777.00
Substitute Salary	011098-51115	$506,000.00	$647,871.26	$285,411.43	$428,500.00	$521,500.00
Dept Head/District Supervisor	011098-51132	$152,054.00	$107,775.54	$43,511.78	$135,027.00	$126,500.00
Overtime	011098-51201	$94,000.00	$83,055.00	$39,548.11	$73,500.00	$75,125.00
Overtime-Snow Removal	011098-51202	$2,000.00	$3,108.00	$0.00	$2,000.00	$2,000.00
Prof Development-District	011098-51303	$5,000.00	$0.00	$687.50	$0.00	$0.00
Vacation Payoff	011098-51306	$80,000.00	$19,656.00	$16,657.05	$40,000.00	$40,000.00
After School Program	011098-51308	$21,015.00	$0.00	$0.00	$0.00	$0.00
Tutors	011098-51309	$6,000.00	$646.00	$1,897.50	$2,000.00	$2,000.00
Curriculum Work	011098-51311	$0.00	$0.00	$430.00	$0.00	$0.00
Severance Pay	011098-51322	$35,400.00	$0.00	$0.00	$0.00	$0.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Teacher Team Payment	011098-51326	$46,250.00	$13,250.00	$0.00	$12,000.00	$0.00
Stipend-Other Compensation	011098-51327	$8,664.00	$12,762.00	$6,851.10	$0.00	$18,859.00
Sick Payoff	011098-51332	$163,000.00	$68,623.00	$16,619.32	$100,000.00	$100,000.00
Summer Pay	011098-51338	$110,000.00	$140,644.00	$68,865.04	$145,000.00	$147,000.00
Class Coverage	011098-51339	$15,000.00	$12,667.00	$8,557.50	$15,000.00	$15,000.00
Stipend-Other	110-	$27,000.00	$39,324.00	$20,403.40	$47,900.00	$64,959.00
Stipend-Coaches/ExtraCur	011098-51404	$287,606.00	$255,105.00	$48,010.00	$261,800.00	$279,170.00
Stipend-Sport Official	011098-51406	$5,500.00	$9,180.00	$7,648.89	$5,500.00	$5,500.00
Mentors	110-	$34,400.00	$9,816.00	$5,068.71	$13,400.00	$10,000.00
Total Employee Compensation-Salaries:		**$31,615,844.00**	**$30,613,671.11**	**$15,035,565.18**	**$29,993,989.00**	**$31,294,286.00**
Employee Compensation- Benefits						
Employee Assistance Program	011098-52902	$0.00	$0.00	$0.00	$4,000.00	$0.00
Health Insurance	011098-52101	$5,030,381.00	$4,763,949.00	$2,761,524.19	$5,297,096.00	$5,272,214.00
Life Insurance	110-	$242,000.00	$309,883.00	$174,738.13	$330,000.00	$335,950.00
Dental Insurance	011098-52103	$283,100.00	$256,209.00	$143,858.28	$263,789.00	$277,569.00
Other Insurance	110-	$0.00	$0.00	$25,000.00	$0.00	$24,500.00
Medical Buyback	011098-52109	$112,251.00	$92,728.00	$26,243.48	$116,800.00	$103,083.00
Health Insurance-Retiree	110-	$586,329.00	$739,950.00	$393,204.10	$630,000.00	$642,600.00
Dental Buyback Payments	110-	$5,690.00	$4,010.00	$866.44	$4,510.00	$4,160.00
Dental Insurance-Retiree	011098-52125	$35,310.00	$47,663.00	$28,626.26	$47,000.00	$48,000.00
Future Benefits-OPEB	011098-52202	$60,668.00	$60,668.00	$0.00	$0.00	$0.00
ERSRI Defined Benefits	110-	$3,819,556.00	$3,612,531.00	$1,828,065.33	$3,645,623.00	$3,768,169.00
MERS Defined Benefits	110-	$601,712.00	$559,265.00	$347,743.16	$568,706.00	$659,273.00
ERSRI Defined Contribution	110-	$165,417.00	$160,929.00	$79,215.98	$189,655.00	$165,091.00
MERS Defined Contribution	011098-52218	$47,436.00	$44,251.00	$23,668.77	$42,780.00	$40,837.00
FICA	011098-52301	$2,012,816.80	$1,832,942.00	$888,202.84	$1,814,395.00	$1,854,382.00
Medicare	110-	$470,738.30	$427,685.00	$207,405.82	$422,762.00	$435,556.00
Unemployment Insurance	110-	$195,000.00	$42,427.00	$47,171.00	$75,000.00	$75,000.00
Workers Compensation	110-	$350,023.00	$409,259.00	$237,233.00	$475,000.00	$282,424.00
Employee Assistance Program	011098-52902	$0.00	$1,530.00	$4,224.00	$0.00	$4,300.00
Total Employee Compensation-Benefits:		**$14,018,428.10**	**$13,365,879.00**	**$7,216,990.78**	**$13,927,116.00**	**$13,993,108.00**

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Purchased Professional/ Technical Svs						
Speech Therapist	110-	$0.00	$0.00	$5,120.00	$0.00	$0.00
Occupational Therapist	011098-53203	$2,000.00	$1,720.00	$1,079.10	$1,000.00	$1,000.00
Therapists	110-	$29,100.00	$31,021.00	$15,119.80	$72,245.00	$51,500.00
Audiologists	110-	$1,500.00	$169.00	$4,687.50	$1,500.00	$12,500.00
Interpreters and Translators	110-	$10,000.00	$7,410.00	$3,680.62	$10,000.00	$10,000.00
Orient/Mobility Specialists	110-	$26,000.00	$22,150.00	$772.50	$20,000.00	$6,818.00
Performing Arts	110-	$950.00	$1,000.00	$0.00	$950.00	$950.00
Evaluations	011098-53213	$20,000.00	$17,813.00	$2,400.00	$23,100.00	$30,655.00
Tutoring Services	011098-53216	$0.00	$20,322.00	$5,032.72	$5,500.00	$48,550.00
Student Assistance	011098-53218	$50.00	$0.00	$0.00	$0.00	$0.00
Social Workers	011098-53219	$61,439.00	$61,439.00	$61,439.00	$0.00	$61,439.00
Other Purch Professional Svs	110-	$80,000.00	$4,500.00	$220.00	$0.00	$0.00
Web Based Supplemental Programs	110-	$244,070.45	$181,641.00	$217,411.64	$195,858.00	$226,867.00
Personal Care Attendants	110-	$132,175.00	$355,225.00	$128,174.16	$155,000.00	$402,100.00
Professional Develop/Training	011098-53301	$140,142.00	$42,230.00	$18,207.78	$76,734.00	$55,164.00
Curriculum Development	011098-53302	$61,899.85	$0.00	$0.00	$0.00	$0.00
Conferences/Workshops/Grant/GF	011098-53303	$11,720.00	$10,530.00	$10,430.00	$13,360.00	$28,930.00
Auditing/Actuarial Services	011098-53401	$24,400.00	$26,072.00	$19,449.61	$26,000.00	$27,000.00
Legal Service	011098-53402	$100,000.00	$72,771.00	$58,639.45	$100,500.00	$103,500.00
Health Service Providers-Students	110-	$25,000.02	$25,000.00	$2,772.89	$35,000.00	$56,000.00
Other Services	110-	$3,000.00	$42,515.00	$4,662.05	$13,050.00	$13,100.00
Negotiations/Arbitration	110-	$20,000.00	$2,220.00	$0.00	$20,000.00	$10,000.00
Police and Fire Details	011098-53410	$6,770.00	$1,117.00	$2,040.12	$5,480.00	$6,100.00
Physicians	011098-53411	$8,000.00	$8,000.00	$8,000.00	$8,000.00	$8,000.00
Dentist	011098-53412	$2,500.00	$2,500.00	$0.00	$2,500.00	$2,500.00
Medicaid Claims Provider	110-	$28,400.00	$20,587.00	$10,861.88	$30,400.00	$31,500.00
Sport Officials/Referees	011098-53416	$63,364.00	$48,631.00	$44,993.50	$52,500.00	$54,600.00
Contracted Nursing Services	011098-53417	$278,420.00	$201,148.00	$123,344.59	$382,588.00	$347,600.00
Data Processing Services	110-	$93,527.10	$115,319.00	$114,252.79	$95,750.00	$43,000.00
Other Technical Services	011098-53502	$368,824.19	$362,640.00	$265,371.37	$378,800.00	$379,454.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Testing	110-	$17,200.00	$5,069.00	$9,832.17	$12,660.00	$21,000.00
Shipping and Postage	011098-53705	$20,500.00	$2,655.00	$1,717.46	$17,664.00	$11,232.00
Catering	011098-53706	$2,542.50	$7,066.00	$572.84	$3,092.00	$4,500.00
Total Purchased Professional/ Technical Svs:		**$1,883,494.11**	**$1,700,480.00**	**$1,140,285.54**	**$1,759,231.00**	**$2,055,559.00**
Purchased Property Services						
Rubbish Disposal	110-	$57,100.00	$77,352.38	$53,205.99	$57,100.00	$52,275.00
Snow Plowing/Removal Services	011098-54202	$35,750.00	$35,031.84	$14,386.80	$35,750.00	$36,645.00
Groundskeeping Services	011098-54204	$146,971.50	$141,014.00	$125,157.00	$151,000.00	$156,672.00
Rodent and Pest Control Services	110-	$7,775.00	$26,136.00	$5,828.75	$7,775.00	$11,672.00
Cleaning Services	110-	$4,670.00	$0.00	$666.00	$2,500.00	$2,500.00
Non Tech Related Maint/Repair	011098-54310	$21,850.00	$160.00	$195.00	$21,850.00	$22,396.00
Maint & Repairs-Equip/Furniture	011098-54311	$62,119.00	$20,930.00	$28,616.08	$60,064.00	$63,078.00
Maint & Repairs-General Svs	110-	$12,900.00	$92,189.00	$34,939.13	$96,500.00	$99,099.00
Maint & Repairs-Non Stud Transp	110-	$10,000.00	$3,743.08	$6,315.07	$10,000.00	$10,250.00
Maint & Repairs-Tech Related	011098-54320	$28,300.00	$23,808.08	$2,110.00	$22,300.00	$20,500.00
Maint & Repairs- Electrical	110-	$26,750.00	$1,851.34	$7,716.04	$26,750.00	$27,415.00
Maint & Repairs-HVAC	011098-54322	$60,250.00	$237,238.83	$142,905.86	$48,250.00	$134,025.00
Maint & Repairs-Glass	011098-54323	$5,000.00	$836.96	$0.00	$5,000.00	$5,125.00
Maint & Repairs-Plumbing	110-	$21,250.00	$22,289.59	$5,802.77	$21,250.00	$17,658.00
Water	110-	$42,200.00	$29,605.46	$15,158.95	$42,200.00	$45,319.00
Telephone	011098-54403	$24,952.00	$22,655.14	$9,874.09	$24,952.00	$25,576.00
Sewage	011098-54405	$21,900.00	$23,481.17	$28,446.40	$21,900.00	$22,523.00
Wireless Communications	110-	$15,950.00	$12,160.42	$9,658.77	$14,016.00	$14,352.00
Internet Connectivity	110-	$28,427.04	$30,593.82	$4,945.10	$39,623.00	$37,590.00
Rental of Land/Buildings	011098-54601	$2,750.00	$3,000.00	$0.00	$2,750.00	$3,000.00
Rental of Equipment	011098-54602	$108,033.76	$123,584.00	$80,776.57	$108,971.00	$100,865.00
Graduation Rentals	011098-54604	$6,850.00	$7,350.00	$0.00	$10,300.00	$11,500.00
Ice Rink Rental	011098-54605	$0.00	$0.00	$2,000.00	$0.00	$0.00
Pool Rental	011098-54606	$2,986.00	$2,480.00	$0.00	$3,300.00	$3,500.00
Golf Course Rental	110-	$1,200.00	$1,200.00	$0.00	$1,500.00	$1,500.00
Other Purchased Property Svs	110-	$24,990.00	$0.00	$0.00	$25,000.00	$6,150.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Alarm & Fire Services	110-	$24,500.00	$25,048.00	$11,854.43	$24,500.00	$22,986.00
Moving and Rigging	110-	$25,000.00	$0.00	$0.00	$5,000.00	$5,125.00
Ice Rink Rental	011098-52905	$0.00	$0.00	$0.00	$4,000.00	$4,000.00
Total Purchased Property Services:		**$830,424.30**	**$963,739.11**	**$590,558.80**	**$894,101.00**	**$963,296.00**
Other Purchased Services						
Student Transp/Other Distr Transp	110-	$9,852.00	$5,010.00	$2,985.90	$15,200.00	$47,024.00
Student Transportation Contractors	011098-55111	$5,325,617.63	$5,405,627.00	$2,342,598.30	$6,058,528.00	$5,378,816.00
Property Insurance	011098-55201	$277,184.33	$332,774.00	$359,221.37	$345,350.00	$391,740.00
Fire Insurance	011098-55203	$52,000.00	$0.00	$0.00	$54,000.00	$0.00
Fleet/Vehicle Insurance	110-	$13,000.00	$0.00	$0.00	$13,650.00	$0.00
Advertising	110-	$1,200.00	$115.00	$0.00	$500.00	$1,000.00
Printing	110-	$4,764.99	$1,915.00	$3,095.66	$2,650.00	$4,976.00
Tuition-Other Districts Within State	110-	$2,539,827.52	$2,375,678.00	$878,137.29	$2,697,540.00	$2,330,856.00
Tuition-Private Sources	011098-55630	$1,740,736.04	$1,776,320.00	$645,948.70	$2,225,500.00	$2,067,076.00
Tuition-In State Edc Agency	011098-55640	$38,375.00	$2,050.00	$0.00	$0.00	$0.00
Tuition-Out State Edc Agency	011098-55650	$0.00	$0.00	$25,016.00	$0.00	$90,000.00
Tuition-Charter School	011098-55660	$2,352,031.88	$2,314,156.00	$1,842,577.00	$2,424,125.00	$2,617,049.00
Tuition- Other	011098-55690	$10,000.00	$10,518.00	$10,956.00	$11,000.00	$11,000.00
Non-Teacher Travel	011098-55803	$8,300.00	$18,585.00	$15,956.60	$9,800.00	$26,795.00
Teacher Travel	011098-55809	$5,000.00	$1,018.00	$6,475.37	$2,000.00	$6,200.00
Other Travel	110-	$400.00	$2,228.00	$795.78	$2,000.00	$2,000.00
Total Other Purchased Services:		**$12,378,289.39**	**$12,245,994.00**	**$6,133,763.97**	**$13,861,843.00**	**$12,974,532.00**
Supplies and Materials						
General Supplies & Materials	011098-56101	$182,298.84	$198,720.00	$148,906.13	$266,899.00	$234,395.00
Uniforms/Wearing Apparel Supplies	011098-56112	$5,400.00	$6,128.00	$297.50	$6,075.00	$9,565.00
Graduation Supplies	011098-56113	$6,689.40	$4,948.00	$1,451.33	$2,397.00	$2,500.00
Medical Supplies	011098-56115	$23,257.41	$12,107.00	$5,959.58	$18,920.00	$12,500.00
Athletic Supplies	110-	$22,629.57	$22,381.00	$14,443.77	$25,280.00	$30,280.00
Honors/Awards	110-	$4,348.35	$270.00	$175.54	$797.00	$4,419.00
Natural Gas	011098-56201	$220,500.00	$332,347.00	$132,953.66	$214,000.00	$227,300.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Gasoline	011098-56202	$15,000.00	$7,333.00	$3,036.06	$15,000.00	$8,000.00
Propane	011098-56204	$6,850.00	$5,870.00	$4,684.45	$6,850.00	$6,250.00
Vehicle Maint Supplies/Parts	011098-56207	$1,500.00	$206.00	$0.00	$1,500.00	$900.00
Fuel Oil	110-	$6,000.00	$3,546.00	$1,359.45	$5,500.00	$5,500.00
Other Supplies	011098-56211	$27,825.00	$21,329.00	$16,015.08	$27,825.00	$35,736.00
Glass	110-	$0.00	$1,666.00	$0.00	$0.00	$0.00
Paint	110-	$3,950.00	$974.00	$460.68	$3,600.00	$3,600.00
Electricity	011098-56215	$745,000.00	$754,491.00	$303,475.99	$712,000.00	$632,000.00
Lumber and Hardware	011098-56216	$16,000.00	$2,137.00	$516.35	$16,000.00	$10,300.00
Plumbing and Heating Supplies	011098-56217	$82,110.20	$5,880.00	$279.09	$73,153.00	$66,258.00
Electrical Supplies	011098-56218	$10,250.00	$372.00	$154.14	$10,250.00	$9,851.00
Custodial Supplies	110-	$101,011.24	$65,459.00	$60,943.83	$102,033.00	$94,784.00
Materials for Snow and Ice Removal	110-	$750.00	$0.00	$0.00	$750.00	$0.00
Lamps and Lights	011098-56221	$1,400.00	$919.00	$194.07	$1,400.00	$1,000.00
Textbooks	110-	$68,568.61	$84,446.00	$145,693.74	$167,729.00	$211,645.00
Library Books	110-	$22,442.00	$12,257.00	$8,010.74	$11,550.00	$11,902.00
Subscriptions and Periodicals	011098-56404	$5,882.64	$496.00	$150.00	$649.00	$649.00
Book Repairs	110-	$5,000.00	$0.00	$0.00	$0.00	$0.00
Textbooks - Non-Public	011098-56406	$5,836.00	$11,451.00	$2,869.34	$6,000.00	$7,000.00
Web-based Software/Data/Library	011098-56407	$19,617.55	$12,357.00	$12,015.04	$13,332.00	$18,925.00
Electronic Textbooks	011098-56409	$2,000.00	$3,177.00	$5,200.00	$5,500.00	$5,000.00
Textbooks - Dual /Concurrent Enroll	011098-56410	$3,000.00	$1,383.00	$1,171.31	$3,000.00	$5,100.00
Technology Related Supplies	011098-56501	$20,000.00	$3,124.00	$14,051.41	$20,000.00	$20,000.00
Total Supplies and Materials:		**$1,635,116.81**	**$1,575,774.00**	**$884,468.28**	**$1,737,989.00**	**$1,675,359.00**
Property/ Capital Projects and Purchases						
Land Improvements	110-	$9,000.00	$0.00	$0.00	$0.00	$0.00
Building Improvements	011098-57202	$8,750.00	$0.00	$0.00	$0.00	$0.00
Equipment	011098-57305	$120,554.47	$27,781.00	$60,156.78	$91,471.00	$88,007.00
Furniture and Fixtures	011098-57306	$0.00	$0.00	$0.00	$9,500.00	$9,738.00

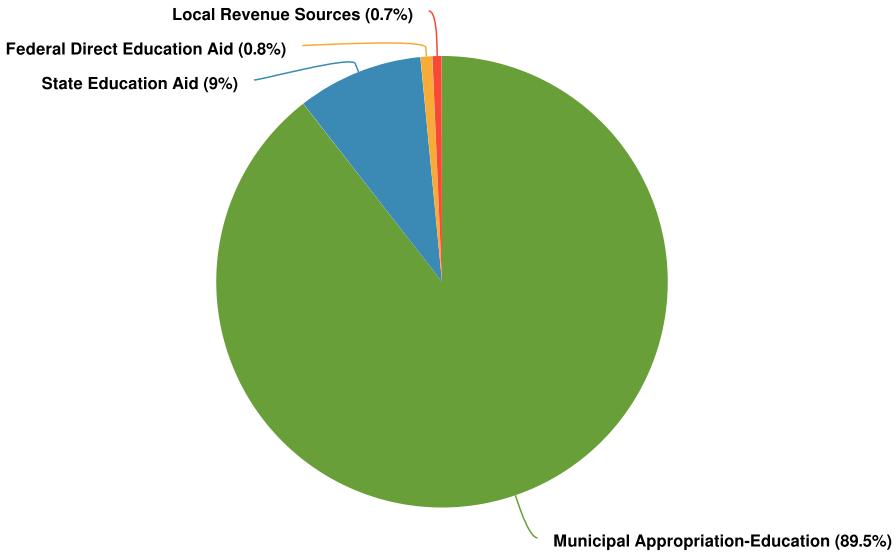
Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Technology-Related Hardware	011098-57309	$43,944.85	$149,409.00	$72,625.40	$77,249.00	$94,546.00
Technology Software	011098-57311	$19,948.50	$16,333.00	$18,219.93	$33,701.00	$34,105.00
Total Property/ Capital Projects and Purchases:		**$202,197.82**	**$193,523.00**	**$151,002.11**	**$211,921.00**	**$226,396.00**
Debt Service/ Misc Expenditures						
Settlements & Claims	110-	$0.00	$132,500.00	$0.00	$0.00	$0.00
Professional Organization Fees	011098-58101	$35,217.00	$36,926.00	$31,601.00	$32,130.00	$33,290.00
Other Dues and Fees	011098-58102	$36,668.00	$30,492.00	$15,392.45	$40,344.00	$46,478.00
Tax Liability/Penalty	110-	$0.00	$84,442.00	$1,308.47	$0.00	$0.00
Total Debt Service/ Misc Expenditures:		**$71,885.00**	**$284,360.00**	**$48,301.92**	**$72,474.00**	**$79,768.00**
Other Items						
Fund Transfer Out	110-	$0.00	$80,000.00	$872,349.75	$0.00	$0.00
Total Other Items:		**$0.00**	**$80,000.00**	**$872,349.75**	**$0.00**	**$0.00**
Total Expense Objects:		**$62,635,679.53**	**$61,023,420.22**	**$32,073,286.33**	**$62,458,664.00**	**$63,262,304.00**

Revenue by Fund

Name	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
School Fund						
Municipal Appropriation-Education	$55,994,773	$55,994,773	$32,663,618	$55,994,773	$0	$55,994,773
Use of Fund Balance	$270,400	$0	$0	$0	$0	$77,189
Local Revenue Sources	$300,000	$373,620	$370,269	$274,500	$0	$423,600
State Education Aid	$5,595,507	$5,814,852	$3,268,392	$5,689,391	$0	$5,633,447
Federal Direct Education Aid	$475,000	$384,196	$350,518	$500,000	$0	$525,000
Other Items	$0	$0	$0	$0	$0	$608,295
Total School Fund:	**$62,635,680**	**$62,567,441**	**$36,652,797**	**$62,458,664**	**$0**	**$63,262,304**

Revenues by Source

Projected 2026 Revenues by Source



Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Revenue Source							
Municipal Appropriation-Education							
Local Appropriation for Education	110-	$55,994,773.00	$55,994,773.00	$32,663,617.60	$55,994,773.00	$0.00	$55,994,773.00
Total Municipal Appropriation-Education:		**$55,994,773.00**	**$55,994,773.00**	**$32,663,617.60**	**$55,994,773.00**	**$0.00**	**$55,994,773.00**
Use of Fund Balance							
Actual/Budget Use of Fund Balance	011098-41250	$270,400.00	$0.00	$0.00	$0.00	$0.00	$77,189.00
Total Use of Fund Balance:		**$270,400.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$77,189.00**
Local Revenue Sources							
Total Tuition Revenue	011098-41310	$200,000.00	$184,631.00	$133,643.00	$170,000.00	$0.00	$180,000.00
Earnings on Investments	011098-41510	$0.00	$149,609.75	$215,684.00	$0.00	$0.00	$200,000.00
School Trust Fund Income	110-	$30,000.00	$34,835.28	$17,871.00	$30,000.00	$0.00	$34,000.00
Other Rev.-HS Parking Passes	110-	$70,000.00	-$877.55	$0.00	$72,500.00	$0.00	$5,000.00
Other Fees-COBRA	110-	$0.00	$1,572.30	$1,651.00	$0.00	$0.00	$0.00
Rental Income	110-	$0.00	$3,600.00	$1,420.00	$0.00	$0.00	$3,600.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY2025 Projected	FY 2026 FY2026 TC Adopted
Refund Prior Year	110-	$0.00	$0.00	$0.00	$2,000.00	$0.00	$0.00
Miscellaneous Revenue	110-	$0.00	$249.25	$0.00	$0.00	$0.00	$1,000.00
Total Local Revenue Sources:		**$300,000.00**	**$373,620.03**	**$370,269.00**	**$274,500.00**	**$0.00**	**$423,600.00**
State Education Aid							
Unrestricted State Aid	110-	$5,595,507.00	$5,814,852.00	$3,268,392.00	$5,689,391.00	$0.00	$5,633,447.00
Total State Education Aid:		**$5,595,507.00**	**$5,814,852.00**	**$3,268,392.00**	**$5,689,391.00**	**$0.00**	**$5,633,447.00**
Federal Direct Education Aid							
Medicaid Reimbursement	110-	$475,000.00	$384,195.84	$350,518.06	$500,000.00	$0.00	$525,000.00
Total Federal Direct Education Aid:		**$475,000.00**	**$384,195.84**	**$350,518.06**	**$500,000.00**	**$0.00**	**$525,000.00**
Other Items							
Fund Transfer In	110-	$0.00	$0.00	$0.00	$0.00	$0.00	$608,295.00
Total Other Items:		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$608,295.00**
Total Revenue Source:		**$62,635,680.00**	**$62,567,440.87**	**$36,652,796.66**	**$62,458,664.00**	**$0.00**	**$63,262,304.00**

Expenditures by Function

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Expenditures						
School Department						
School Department						
Employee Assistance Program	011098-52902	$0.00	$0.00	$0.00	$4,000.00	$0.00
Settlements & Claims	110-	$0.00	$132,500.00	$0.00	$0.00	$0.00
Salaries	011098-51110	$29,557,466.00	$28,723,400.12	$14,248,032.39	$28,276,462.00	$29,438,896.00
Professional Day	011098-51113	$459,489.00	$466,788.19	$217,365.46	$435,900.00	$447,777.00
Substitute Salary	011098-51115	$506,000.00	$647,871.26	$285,411.43	$428,500.00	$521,500.00
Dept Head/District Supervisor	011098-51132	$152,054.00	$107,775.54	$43,511.78	$135,027.00	$126,500.00
Overtime	011098-51201	$94,000.00	$83,055.00	$39,548.11	$73,500.00	$75,125.00
Overtime-Snow Removal	011098-51202	$2,000.00	$3,108.00	$0.00	$2,000.00	$2,000.00
Prof Development-District	011098-51303	$5,000.00	$0.00	$687.50	$0.00	$0.00
Vacation Payoff	011098-51306	$80,000.00	$19,656.00	$16,657.05	$40,000.00	$40,000.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
After School Program	011098-51308	$21,015.00	$0.00	$0.00	$0.00	$0.00
Tutors	011098-51309	$6,000.00	$646.00	$1,897.50	$2,000.00	$2,000.00
Curriculum Work	011098-51311	$0.00	$0.00	$430.00	$0.00	$0.00
Severance Pay	011098-51322	$35,400.00	$0.00	$0.00	$0.00	$0.00
Teacher Team Payment	011098-51326	$46,250.00	$13,250.00	$0.00	$12,000.00	$0.00
Stipend-Other Compensation	011098-51327	$8,664.00	$12,762.00	$6,851.10	$0.00	$18,859.00
Sick Payoff	011098-51332	$163,000.00	$68,623.00	$16,619.32	$100,000.00	$100,000.00
Summer Pay	011098-51338	$110,000.00	$140,644.00	$68,865.04	$145,000.00	$147,000.00
Class Coverage	011098-51339	$15,000.00	$12,667.00	$8,557.50	$15,000.00	$15,000.00
Stipend-Other	110-	$27,000.00	$39,324.00	$20,403.40	$47,900.00	$64,959.00
Stipend-Coaches/ExtraCur	011098-51404	$287,606.00	$255,105.00	$48,010.00	$261,800.00	$279,170.00
Stipend-Sport Official	011098-51406	$5,500.00	$9,180.00	$7,648.89	$5,500.00	$5,500.00
Mentors	110-	$34,400.00	$9,816.00	$5,068.71	$13,400.00	$10,000.00
Health Insurance	011098-52101	$5,030,381.00	$4,763,949.00	$2,761,524.19	$5,297,096.00	$5,272,214.00
Life Insurance	110-	$242,000.00	$309,883.00	$174,738.13	$330,000.00	$335,950.00
Dental Insurance	011098-52103	$283,100.00	$256,209.00	$143,858.28	$263,789.00	$277,569.00
Other Insurance	110-	$0.00	$0.00	$25,000.00	$0.00	$24,500.00
Medical Buyback	011098-52109	$112,251.00	$92,728.00	$26,243.48	$116,800.00	$103,083.00
Health Insurance-Retiree	110-	$586,329.00	$739,950.00	$393,204.10	$630,000.00	$642,600.00
Dental Buyback Payments	110-	$5,690.00	$4,010.00	$866.44	$4,510.00	$4,160.00
Dental Insurance-Retiree	011098-52125	$35,310.00	$47,663.00	$28,626.26	$47,000.00	$48,000.00
Future Benefits-OPEB	011098-52202	$60,668.00	$60,668.00	$0.00	$0.00	$0.00
ERSRI Defined Benefits	110-	$3,819,556.00	$3,612,531.00	$1,828,065.33	$3,645,623.00	$3,768,169.00
MERS Defined Benefits	110-	$601,712.00	$559,265.00	$347,743.16	$568,706.00	$659,273.00
ERSRI Defined Contribution	110-	$165,417.00	$160,929.00	$79,215.98	$189,655.00	$165,091.00
MERS Defined Contribution	011098-52218	$47,436.00	$44,251.00	$23,668.77	$42,780.00	$40,837.00
FICA	011098-52301	$2,012,816.80	$1,832,942.00	$888,202.84	$1,814,395.00	$1,854,382.00
Medicare	110-	$470,738.30	$427,685.00	$207,405.82	$422,762.00	$435,556.00
Unemployment Insurance	110-	$195,000.00	$42,427.00	$47,171.00	$75,000.00	$75,000.00
Workers Compensation	110-	$350,023.00	$409,259.00	$237,233.00	$475,000.00	$282,424.00
Employee Assistance Program	011098-52902	$0.00	$1,530.00	$4,224.00	$0.00	$4,300.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Speech Therapist	110-	$0.00	$0.00	$5,120.00	$0.00	$0.00
Occupational Therapist	011098-53203	$2,000.00	$1,720.00	$1,079.10	$1,000.00	$1,000.00
Therapists	110-	$29,100.00	$31,021.00	$15,119.80	$72,245.00	$51,500.00
Audiologists	110-	$1,500.00	$169.00	$4,687.50	$1,500.00	$12,500.00
Interpreters and Translators	110-	$10,000.00	$7,410.00	$3,680.62	$10,000.00	$10,000.00
Orient/Mobility Specialists	110-	$26,000.00	$22,150.00	$772.50	$20,000.00	$6,818.00
Performing Arts	110-	$950.00	$1,000.00	$0.00	$950.00	$950.00
Evaluations	011098-53213	$20,000.00	$17,813.00	$2,400.00	$23,100.00	$30,655.00
Tutoring Services	011098-53216	$0.00	$20,322.00	$5,032.72	$5,500.00	$48,550.00
Student Assistance	011098-53218	$50.00	$0.00	$0.00	$0.00	$0.00
Social Workers	011098-53219	$61,439.00	$61,439.00	$61,439.00	$0.00	$61,439.00
Other Purch Professional Svs	110-	$80,000.00	$4,500.00	$220.00	$0.00	$0.00
Web Based Supplemental Programs	110-	$244,070.45	$181,641.00	$217,411.64	$195,858.00	$226,867.00
Personal Care Attendants	110-	$132,175.00	$355,225.00	$128,174.16	$155,000.00	$402,100.00
Professional Develop/Training	011098-53301	$140,142.00	$42,230.00	$18,207.78	$76,734.00	$55,164.00
Curriculum Development	011098-53302	$61,899.85	$0.00	$0.00	$0.00	$0.00
Conferences/Workshops/Grant/GF	011098-53303	$11,720.00	$10,530.00	$10,430.00	$13,360.00	$28,930.00
Auditing/Actuarial Services	011098-53401	$24,400.00	$26,072.00	$19,449.61	$26,000.00	$27,000.00
Legal Service	011098-53402	$100,000.00	$72,771.00	$58,639.45	$100,500.00	$103,500.00
Health Service Providers-Students	110-	$25,000.02	$25,000.00	$2,772.89	$35,000.00	$56,000.00
Other Services	110-	$3,000.00	$42,515.00	$4,662.05	$13,050.00	$13,100.00
Negotiations/Arbitration	110-	$20,000.00	$2,220.00	$0.00	$20,000.00	$10,000.00
Police and Fire Details	011098-53410	$6,770.00	$1,117.00	$2,040.12	$5,480.00	$6,100.00
Physicians	011098-53411	$8,000.00	$8,000.00	$8,000.00	$8,000.00	$8,000.00
Dentist	011098-53412	$2,500.00	$2,500.00	$0.00	$2,500.00	$2,500.00
Medicaid Claims Provider	110-	$28,400.00	$20,587.00	$10,861.88	$30,400.00	$31,500.00
Sport Officials/Referees	011098-53416	$63,364.00	$48,631.00	$44,993.50	$52,500.00	$54,600.00
Contracted Nursing Services	011098-53417	$278,420.00	$201,148.00	$123,344.59	$382,588.00	$347,600.00
Data Processing Services	110-	$93,527.10	$115,319.00	$114,252.79	$95,750.00	$43,000.00
Other Technical Services	011098-53502	$368,824.19	$362,640.00	$265,371.37	$378,800.00	$379,454.00
Testing	110-	$17,200.00	$5,069.00	$9,832.17	$12,660.00	$21,000.00
Shipping and Postage	011098-53705	$20,500.00	$2,655.00	$1,717.46	$17,664.00	$11,232.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Catering	011098-53706	$2,542.50	$7,066.00	$572.84	$3,092.00	$4,500.00
Rubbish Disposal	110-	$57,100.00	$77,352.38	$53,205.99	$57,100.00	$52,275.00
Snow Plowing/Removal Services	011098-54202	$35,750.00	$35,031.84	$14,386.80	$35,750.00	$36,645.00
Groundskeeping Services	011098-54204	$146,971.50	$141,014.00	$125,157.00	$151,000.00	$156,672.00
Rodent and Pest Control Services	110-	$7,775.00	$26,136.00	$5,828.75	$7,775.00	$11,672.00
Cleaning Services	110-	$4,670.00	$0.00	$666.00	$2,500.00	$2,500.00
Non Tech Related Maint/Repair	011098-54310	$21,850.00	$160.00	$195.00	$21,850.00	$22,396.00
Maint & Repairs-Equip/Furniture	011098-54311	$62,119.00	$20,930.00	$28,616.08	$60,064.00	$63,078.00
Maint & Repairs-General Svs	110-	$12,900.00	$92,189.00	$34,939.13	$96,500.00	$99,099.00
Maint & Repairs-Non Stud Transp	110-	$10,000.00	$3,743.08	$6,315.07	$10,000.00	$10,250.00
Maint & Repairs-Tech Related	011098-54320	$28,300.00	$23,808.08	$2,110.00	$22,300.00	$20,500.00
Maint & Repairs- Electrical	110-	$26,750.00	$1,851.34	$7,716.04	$26,750.00	$27,415.00
Maint & Repairs-HVAC	011098-54322	$60,250.00	$237,238.83	$142,905.86	$48,250.00	$134,025.00
Maint & Repairs-Glass	011098-54323	$5,000.00	$836.96	$0.00	$5,000.00	$5,125.00
Maint & Repairs-Plumbing	110-	$21,250.00	$22,289.59	$5,802.77	$21,250.00	$17,658.00
Water	110-	$42,200.00	$29,605.46	$15,158.95	$42,200.00	$45,319.00
Telephone	011098-54403	$24,952.00	$22,655.14	$9,874.09	$24,952.00	$25,576.00
Sewage	011098-54405	$21,900.00	$23,481.17	$28,446.40	$21,900.00	$22,523.00
Wireless Communications	110-	$15,950.00	$12,160.42	$9,658.77	$14,016.00	$14,352.00
Internet Connectivity	110-	$28,427.04	$30,593.82	$4,945.10	$39,623.00	$37,590.00
Rental of Land/Buildings	011098-54601	$2,750.00	$3,000.00	$0.00	$2,750.00	$3,000.00
Rental of Equipment	011098-54602	$108,033.76	$123,584.00	$80,776.57	$108,971.00	$100,865.00
Graduation Rentals	011098-54604	$6,850.00	$7,350.00	$0.00	$10,300.00	$11,500.00
Ice Rink Rental	011098-54605	$0.00	$0.00	$2,000.00	$0.00	$0.00
Pool Rental	011098-54606	$2,986.00	$2,480.00	$0.00	$3,300.00	$3,500.00
Golf Course Rental	110-	$1,200.00	$1,200.00	$0.00	$1,500.00	$1,500.00
Other Purchased Property Svs	110-	$24,990.00	$0.00	$0.00	$25,000.00	$6,150.00
Alarm & Fire Services	110-	$24,500.00	$25,048.00	$11,854.43	$24,500.00	$22,986.00
Moving and Rigging	110-	$25,000.00	$0.00	$0.00	$5,000.00	$5,125.00
Ice Rink Rental	011098-52905	$0.00	$0.00	$0.00	$4,000.00	$4,000.00
Student Transp/Other Distr Transp	110-	$9,852.00	$5,010.00	$2,985.90	$15,200.00	$47,024.00
Student Transportation Contractors	011098-55111	$5,325,617.63	$5,405,627.00	$2,342,598.30	$6,058,528.00	$5,378,816.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Property Insurance	011098-55201	$277,184.33	$332,774.00	$359,221.37	$345,350.00	$391,740.00
Fire Insurance	011098-55203	$52,000.00	$0.00	$0.00	$54,000.00	$0.00
Fleet/Vehicle Insurance	110-	$13,000.00	$0.00	$0.00	$13,650.00	$0.00
Advertising	110-	$1,200.00	$115.00	$0.00	$500.00	$1,000.00
Printing	110-	$4,764.99	$1,915.00	$3,095.66	$2,650.00	$4,976.00
Tuition-Other Districts Within State	110-	$2,539,827.52	$2,375,678.00	$878,137.29	$2,697,540.00	$2,330,856.00
Tuition-Private Sources	011098-55630	$1,740,736.04	$1,776,320.00	$645,948.70	$2,225,500.00	$2,067,076.00
Tuition-In State Edc Agency	011098-55640	$38,375.00	$2,050.00	$0.00	$0.00	$0.00
Tuition-Out State Edc Agency	011098-55650	$0.00	$0.00	$25,016.00	$0.00	$90,000.00
Tuition-Charter School	011098-55660	$2,352,031.88	$2,314,156.00	$1,842,577.00	$2,424,125.00	$2,617,049.00
Tuition- Other	011098-55690	$10,000.00	$10,518.00	$10,956.00	$11,000.00	$11,000.00
Non-Teacher Travel	011098-55803	$8,300.00	$18,585.00	$15,956.60	$9,800.00	$26,795.00
Teacher Travel	011098-55809	$5,000.00	$1,018.00	$6,475.37	$2,000.00	$6,200.00
Other Travel	110-	$400.00	$2,228.00	$795.78	$2,000.00	$2,000.00
General Supplies & Materials	011098-56101	$182,298.84	$198,720.00	$148,906.13	$266,899.00	$234,395.00
Uniforms/Wearing Apparel Supplies	011098-56112	$5,400.00	$6,128.00	$297.50	$6,075.00	$9,565.00
Graduation Supplies	011098-56113	$6,689.40	$4,948.00	$1,451.33	$2,397.00	$2,500.00
Medical Supplies	011098-56115	$23,257.41	$12,107.00	$5,959.58	$18,920.00	$12,500.00
Athletic Supplies	110-	$22,629.57	$22,381.00	$14,443.77	$25,280.00	$30,280.00
Honors/Awards	110-	$4,348.35	$270.00	$175.54	$797.00	$4,419.00
Natural Gas	011098-56201	$220,500.00	$332,347.00	$132,953.66	$214,000.00	$227,300.00
Gasoline	011098-56202	$15,000.00	$7,333.00	$3,036.06	$15,000.00	$8,000.00
Propane	011098-56204	$6,850.00	$5,870.00	$4,684.45	$6,850.00	$6,250.00
Vehicle Maint Supplies/Parts	011098-56207	$1,500.00	$206.00	$0.00	$1,500.00	$900.00
Fuel Oil	110-	$6,000.00	$3,546.00	$1,359.45	$5,500.00	$5,500.00
Other Supplies	011098-56211	$27,825.00	$21,329.00	$16,015.08	$27,825.00	$35,736.00
Glass	110-	$0.00	$1,666.00	$0.00	$0.00	$0.00
Paint	110-	$3,950.00	$974.00	$460.68	$3,600.00	$3,600.00
Electricity	011098-56215	$745,000.00	$754,491.00	$303,475.99	$712,000.00	$632,000.00
Lumber and Hardware	011098-56216	$16,000.00	$2,137.00	$516.35	$16,000.00	$10,300.00

Name	ERP Code	FY2024 Adopted	FY2024 Actual	FY2025 Actual	FY2025 Budgeted	FY 2026 FY2026 TC Adopted
Plumbing and Heating Supplies	011098-56217	$82,110.20	$5,880.00	$279.09	$73,153.00	$66,258.00
Electrical Supplies	011098-56218	$10,250.00	$372.00	$154.14	$10,250.00	$9,851.00
Custodial Supplies	110-	$101,011.24	$65,459.00	$60,943.83	$102,033.00	$94,784.00
Materials for Snow and Ice Removal	110-	$750.00	$0.00	$0.00	$750.00	$0.00
Lamps and Lights	011098-56221	$1,400.00	$919.00	$194.07	$1,400.00	$1,000.00
Textbooks	110-	$68,568.61	$84,446.00	$145,693.74	$167,729.00	$211,645.00
Library Books	110-	$22,442.00	$12,257.00	$8,010.74	$11,550.00	$11,902.00
Subscriptions and Periodicals	011098-56404	$5,882.64	$496.00	$150.00	$649.00	$649.00
Book Repairs	110-	$5,000.00	$0.00	$0.00	$0.00	$0.00
Textbooks - Non-Public	011098-56406	$5,836.00	$11,451.00	$2,869.34	$6,000.00	$7,000.00
Web-based Software/Data/Library	011098-56407	$19,617.55	$12,357.00	$12,015.04	$13,332.00	$18,925.00
Electronic Textbooks	011098-56409	$2,000.00	$3,177.00	$5,200.00	$5,500.00	$5,000.00
Textbooks - Dual /Concurrent Enroll	011098-56410	$3,000.00	$1,383.00	$1,171.31	$3,000.00	$5,100.00
Technology Related Supplies	011098-56501	$20,000.00	$3,124.00	$14,051.41	$20,000.00	$20,000.00
Land Improvements	110-	$9,000.00	$0.00	$0.00	$0.00	$0.00
Building Improvements	011098-57202	$8,750.00	$0.00	$0.00	$0.00	$0.00
Equipment	011098-57305	$120,554.47	$27,781.00	$60,156.78	$91,471.00	$88,007.00
Furniture and Fixtures	011098-57306	$0.00	$0.00	$0.00	$9,500.00	$9,738.00
Technology-Related Hardware	011098-57309	$43,944.85	$149,409.00	$72,625.40	$77,249.00	$94,546.00
Technology Software	011098-57311	$19,948.50	$16,333.00	$18,219.93	$33,701.00	$34,105.00
Professional Organization Fees	011098-58101	$35,217.00	$36,926.00	$31,601.00	$32,130.00	$33,290.00
Other Dues and Fees	011098-58102	$36,668.00	$30,492.00	$15,392.45	$40,344.00	$46,478.00
Tax Liability/Penalty	110-	$0.00	$84,442.00	$1,308.47	$0.00	$0.00
Fund Transfer Out	110-	$0.00	$80,000.00	$872,349.75	$0.00	$0.00
Total School Department:		**$62,635,679.53**	**$61,023,420.22**	**$32,073,286.33**	**$62,458,664.00**	**$63,262,304.00**
Total School Department:		**$62,635,679.53**	**$61,023,420.22**	**$32,073,286.33**	**$62,458,664.00**	**$63,262,304.00**
Total Expenditures:		**$62,635,679.53**	**$61,023,420.22**	**$32,073,286.33**	**$62,458,664.00**	**$63,262,304.00**

DEBT

Government-wide Debt Overview

Objective

This section is intended to provide detailed financial data relative to the town's long-term debt management program. Of particular importance within this analysis is the documentation of the Town's ability to plan for and finance major public improvements in a cost effective manner.

Projected Debt Service Schedules
This section presents detailed financial information relative to existing debt levels and required debt repayment schedules. This element also provides a narrative description of non-property tax revenues that offset a portion of debt service costs. To provide context to this discussion, additional information relative to credit industry benchmarks associated with prudent debt program management practices are also presented.

This element also presents projected debt repayment schedules in order to clearly document the financial impact that implementation of the proposed Capital Improvement Program will have on the debt service payments, debt levels, and the relationship of debt to the municipal property tax rate, tax base, and the community's per capita income and population.

Long Term Financial Program
This section provides a six-year summary of all proposed major capital projects and programs. This presentation identifies estimated program costs, sources of revenue, and a bonding schedule to meet these planned expenditures.

Fair Share Development Fees

The fourth element of the CIP's *Long Term Debt Management* section is a detailed discussion of the proposed funding levels for Fair Share Development Fees. Annual review and adoption of a Fair Share Development Fees Schedule is a required component of the Capital Improvement Program's development and adoption process. It is noted that the proposed CIP includes the continued suspension of Education-Related Fair Share Fees (suspension in effect since July 1, 2017). The collection of Recreational and Open Space Fair Share Fees is proposed to continue for the duration of the CIP six-year period. The first element of the Capital Improvement Program's *Long Term Debt Management* section is a presentation and financial analysis of historical, current, and projected indebtedness related to the CIP. This section provides data through several detailed charts and graphs.

General Fund Unassigned Fund Balance
This section provides a summary of the Town's Unassigned Fund Balance, as of the most recently released Audited Financial Statement, which was as of June 30, 2023. This section also projects future Unassigned Fund Balance amounts, based on usage and projected year-end results.

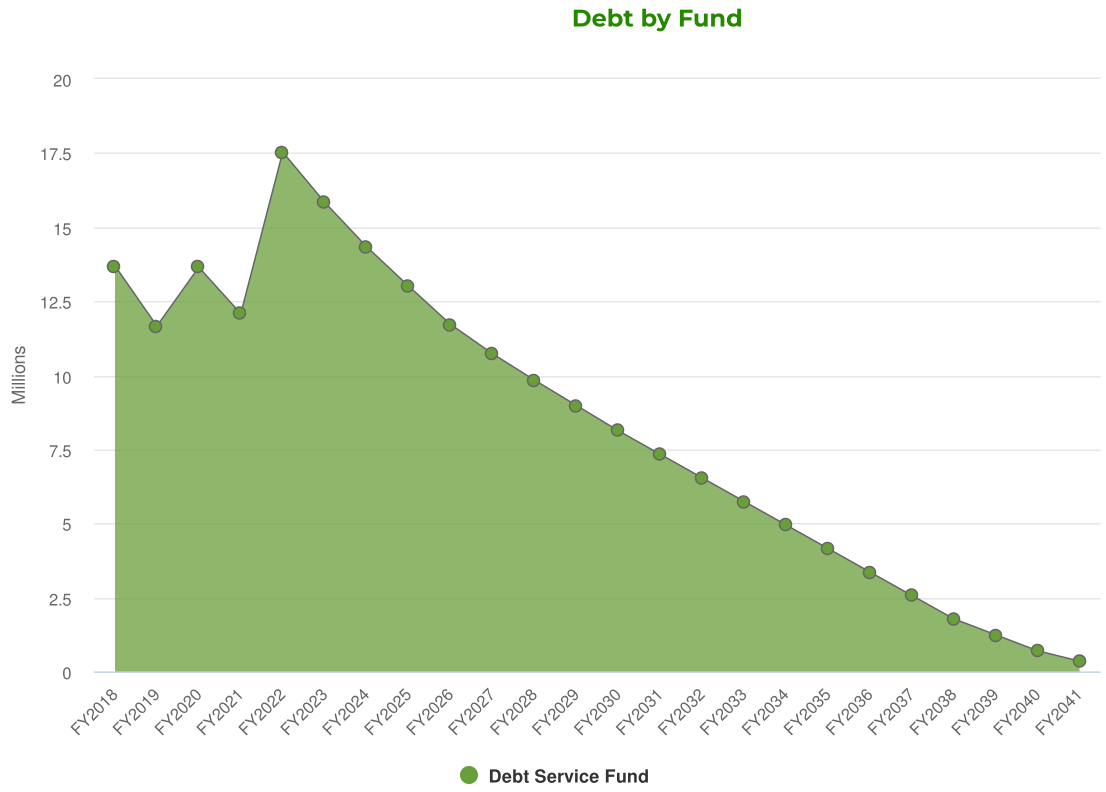
Future Use of Real Estate Conveyance Fee Income
This section projects out the funding levels of Open Space Acquisitions, Affordable Housing & Village Infrastructure from annual allocations from the Real Estate Conveyance Fee Income collected on an annual basis. The projections for Open Space, Affordable Housing & Village Infrastructure run concurrently with the Town's annual 6-year capital improvement plan.

$11,720,000

-$1,294,000 (-9.94% vs. 2025 year)

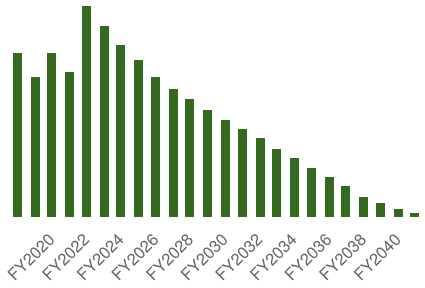
The chart below documents the Town's bonded debt level from FY 2018 through FY 2041. The Town's debt level was reported at $13,694,638 on June 30, 2018, while as of the close of the current fiscal year or June 30, 2024 the Town's bonded debt level will rise to $14,339,000, an increase of $644,362, or 4.71% from the FY 2017-2018 level. This was due to the $7,015,000 Town & Guild debt issuance on March 3, 2022.

This chart documents only existing municipal bonded debt, should no additional debt be incurred during this timeframe. Over the next six years, $5,180,000 equating to 44% of the Town's outstanding bonded debt will be retired by June 30, 2032. The Town's outstanding debt as of June 30, 2032, assuming no additional debt is incurred, will be $6,540,000.



Financial Summary	FY2025	FY2026	% Change
All Funds	**Outstanding Debt Bal.**	**Outstanding Debt Bal.**	
Debt Service Fund	$13,014,000	$11,720,000	-9.9%
Total All Funds:	**$13,014,000**	**$11,720,000**	**-9.9%**

Debt Service Fund



Financial Summary	FY2025	FY2026	% Change
Debt Service Fund	**Outstanding Debt Bal.**	**Outstanding Debt Bal.**	
Debt Service Fund	$13,014,000	$11,720,000	-9.9%
Total Debt Service Fund:	**$13,014,000**	**$11,720,000**	**-9.9%**

Detailed Bonded Debt Level

The debt level schedules presented on the following pages provide an additional level of detail specific to the information discussed above.

- **Outstanding Debt Level:** The first of the three schedules, shown documents the projected municipal debt levels, should no additional bonds be issued subsequent to June 30, 2024.

- **Future Debt Loading:** The second of the three schedules, projects the Town issuing $150 million projected for fiscal year 2027-2028. Included within the projected school bond issuance is an estimated pay-as-you-go funding from the State totaling $8.3 million. The school facilities improvements are contingent upon voter approval of a School Committee and RIDE approved long-term project that potentially authorizes $150 million at a date to be determined by the Town Council.

- **All Municipal Debt Level Summary:** The third of the three schedules, provides a proposed combined Debt Level Summary that includes both the Outstanding Debt Level and Future Debt Loading.

Outstanding Debt Level

BOND NAME	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Town Debt						
2015 Issuance	50,000	0	0	0	0	0
2017 Issuance	2,420,000	2,220,000	2,020,000	1,820,000	1,620,000	1,420,000
2017 Issuance	70,000	35,000	0	0	0	0
2022 Issuance	4,849,608	4,546,507	4,243,407	3,940,306	3,637,206	3,334,105
Subtotal - Town Debt	**$7,389,608**	**$6,801,507**	**$6,263,407**	**$5,760,306**	**$5,257,206**	**$4,754,105**
School Debt						
2009 Issuance	240,000	180,000	120,000	0	0	0
2015 Issuance	50,000	0	0	0	0	0
2017 Issuance	580,000	530,000	480,000	430,000	380,000	330,000
2020 Issuance	2,710,000	2,515,000	2,320,000	2,125,000	1,930,000	1,735,000
Subtotal - School Debt	**$3,580,000**	**$3,225,000**	**$2,920,000**	**$2,615,000**	**$2,310,000**	**$2,065,000**
Guild Debt						
2022 Issuance	750,392	703,493	656,593	609,694	562,794	515,895
Subtotal - Guild Debt	**$750,392**	**$703,493**	**$656,593**	**$609,694**	**$562,794**	**$515,895**
Total - General Fund Debt	**$10,969,608**	**$10,026,507**	**$9,183,407**	**$8,375,306**	**$7,567,206**	**$6,819,105**
Total - Municipal Debt	**11,720,000**	**$10,730,000**	**$9,840,000**	**$8,985,000**	**$8,130,000**	**$7,335,000**

Estimated Bond Anticipation Notes - Summary

While the graphs above show the projected debt level if no additional bonding were to occur, the proposed six-year CIP (FY 2025-2026 through FY 2030-2031), includes a new (replacement) High School project, that will require the issuance of General Obligation Bonds. In FY 2027-2028, the Town anticipates issuing $150,000,000 for school related projects for the construction of a new high school and athletic fields. The 6-year term of the CIP is planned as follows:

Bond Anticipation Notes - Assumed Costs

Bond Anticipation Notes (BANS)	FY2026	FY2027	FY2028
Bond Anticipation Notes - Amount (Assumed)	55,000,000	122,500,000	150,000,000
Term	12-Months	12-Months	12-Months
Assumed Interest Rate	3.00%	3.00%	2.50%
Est. Interest Only Contribution	**$1,752,239**	**3,675,000**	**3,750,000**

Estimated Future Debt of the Town

Projected Outstanding Debt - With Anticipated Future Debt Issuance

By Debt Type	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Neighborhood Guild Debt						
Subtotal - Planned Guild Future Debt	**0**	**0**	**0**	**0**	**0**	**0**
Town Municipal Debt						
Subtotal - Planned Town Future Debt	**0**	**0**	**0**	**0**	**0**	**0**
School Department Debt						
New High School GO Bond Project	0	0	149,680,000	144,655,000	139,425,000	133,990,000
Subtotal - Planned School Dpt Future Debt	**0**	**0**	**149,680,000**	**144,655,000**	**139,425,000**	**133,990,000**
Existing Bonded Debt Level	**11,720,000**	**10,730,000**	**9,840,000**	**8,985,000**	**8,130,000**	**7,335,000**
Total Existing Debt & Assumed Future Debt	**11,720,000**	**10,730,000**	**159,520,000**	**153,650,000**	**147,555,000**	**141,325,000**
Summary - Current & Future Debt, by Type						
Total Guild - Existing & Future Debt	750,392	703,493	656,593	609,694	562,794	515,895
Total Town - Existing & Future Debt	7,389,608	6,801,507	6,263,407	5,760,306	5,257,206	4,754,105
Total School - Existing & Future Debt	3,580,000	3,225,000	152,600,000	147,270,000	141,735,000	136,055,000
Grand Total - Existing & Future Debt	**11,720,000**	**10,730,000**	**159,520,000**	**153,640,000**	**147,555,000**	**141,325,000**

All Future Debt Service - Annual Costs Schedule - Bond Amount NTE $150,000,000

Debt Issue	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Future School Bond Projects						
New High School Project - Principle	0	0	0	5,025,000	5,230,000	5,435,000
New High School Project - Interest	1,752,239	3,675,000	3,750,000	5,987,200	5,786,200	5,577,000
Subtotal - Future School Debt Service	**1,752,239**	**3,675,000**	**3,750,000**	**11,012,200**	**11,016,200**	**11,012,000**
Future Town Bond Projects	0	0	0	0	0	0
Future Guild Bond Projects	0	0	0	0	0	0
Future Utilities Bond Projects	0	0	0	0	0	0
Total Planned New Debt Service	**1,752,239**	**3,675,000**	**3,750,000**	**11,012,200**	**11,016,200**	**11,012,000**
Third Party Revenue Sources						
State School Construction Aid	0	0	0	3,606,496	3,607,806	3,606,430
Property Tax Requirement - Future Debt	**1,752,239**	**3,675,000**	**3,750,000**	**7,405,704**	**7,408,394**	**7,405,571**

Long Term Financial Program

Third Party Revenue Sources

The development of the proposed debt loading structure is based on a detailed review of individual project urgency, municipal borrowing capacity, and an evaluation of non-property tax financial resources. A critical consideration in the development of the debt schedule is the identification of third-party revenue sources. Without these non-property tax-generated revenues, the planned debt-loading schedule may need to be restructured. A summary of the third-party revenues considered for incorporation into the debt schedule, and those currently in use to pay down debt service costs, is presented below.

State School Housing Aid
The State, by statute, reimburses a municipality for 30% of the principal and interest costs associated with the borrowing of funds for the renovation, construction, or expansion of school facilities for all bonds issued prior to July 1, 2010. The current minimum state share ratio for Housing Aid, established in 2012, is 35% of all approved projects and borrowing costs incurred after 2010. The School Department has Rhode Island Department of Education (RIDE) approval for projects referenced for completion during the first year of the CIP. All projects scheduled in the final five years of the six-year program will be required to obtain RIDE authorization to be eligible for State School Housing Aid. Should RIDE revise eligibility guidelines or reduce funding share ratios, reevaluation of the presented School Facilities Improvement Plan will be required. As of the development of this document, the School Department has not submitted a Stage 1 – Preliminary Approval of a School Facilities Project Application. For illustrative purposes, all revenue and expenses for major facilities improvements are based on estimates provided by the School Department at dates to be determined. Also, the funding share ratio approved by RIDE is assumed to be 35% when calculating reimbursement for future school construction projects.

Fair Share Development Fees:

Fair Share Development Fees are collected on new residential construction and are incorporated into the proposed debt service schedule. These funds are used to lessen the impact of debt service payments on the property tax rate.

There are two specific and independent purposes for the collection of Fair Share Development Fees:

- **Educational:** These fees are used to offset debt service requirements related to the cost of school facilities expansion necessary to meet the needs of new residents.
- **Recreational:** These fees are used for meeting municipal costs associated with the purchase and development of new recreational facilities, or the expansion of existing facilities.

Fair Share Development Fees are assessed for all new residential construction within Town, with fees paid at the time a certificate of occupancy is issued. The Fair Share Development Fee Program's Projected Unassigned Fund Balance Value and Projected Fee Use Schedules are presented below:

Fair Share Development Fees

Fair Share Fees - By Type	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Fair Share Fees - School Related	0	0	0	0	0	0	0
Fund Balance - June 30th	0	0	0	0	0	0	0
School Debt Service	0	0	0	0	0	0	0
Unassigned Fund Balance - June 30th	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Fair Share Fees - Recreation Related							
Fund Balance June 30th (Prior)	967,831	11,011	161,011	311,011	461,011	611,011	761,011
Anticipated Annual Income	151,158	150,000	150,000	150,000	150,000	150,000	150,000
Future Debt - Recreation	0	0	0	0	0	0	0
Use - Old Mountain Field	-1,130,000						
Existing Debt - Recreation	0	0	0	0	0	0	0
Unassigned Fund Balance - June 30th	**11,011**	**161,011**	**311,011**	**461,011**	**611,011**	**761,011**	**911,011**

It is noted that in FY 2019-2020, all bonded indebtedness related payments associated with the construction and equipping of Broad Rock Middle School were completed. Funds on hand as of the close of FY 2016-2017 in the Education related Fair Share Fee Program were sufficient to meet all future debt service requirements associated with from construction of the Broad Rock Middle School; therefore, the collection of education-related fair share fees was suspended effective July 1, 2017. Continued suspension is proposed for the 2024-2025 fiscal year.

As a result of the bonded debt issued in 2021, associated with the construction of restroom and concession stand facilities at Old Mountain Field and improvements at Marina Park, we are proposing the continuation of Fair Share Recreation Fees for the entire six-year CIP period. However, our projected balances may warrant a downward adjustment of the fee rate, which is revisited each year.

Neighborhood Guild Reinvested Income
The Trustees of the South Kingstown School Trust Funds also manage a Trust Fund for the operation, maintenance, and expansion of the Neighborhood Guild. The market value of the funds held in trust for the Guild as of June 30, 2023, was $18,756,566. Income from this Trust Fund in the amount of $456,500 was forwarded to the Neighborhood Guild Special Revenue Fund for FY 2022-2023 in order to offset operational and maintenance costs of this recreational facility. All income generated in excess of these cost centers is held in a separate account entitled Neighborhood Guild Reinvested Income Account, which is to be used for program or facility improvements. As of June 30, 2023, this fund had assets of $915,657. Annual debt service payments associated with the fiscal year 2022 debt issuance of $940,000 will also be reimbursed with Neighborhood Guild Reinvested Income.

Diane Drive Wastewater Expansion
In 2003, the Town Council authorized the construction of sewers in the Diane Drive area, including Berth and Altin Avenues. The total project cost was $552,530, including road repaving ($100,799) to be paid from public funding sources. The remaining $451,731 is the responsibility of property owners serviced by the sewer system expansion. A lien of $18,069 was assessed against each of the twenty-five property owners receiving sewer service from this project; of the original 25 assessments, twenty-one have been paid in full. The four remaining assessments have an outstanding balance of $4,960 as of June 30, 2023.

Real Estate Conveyance Tax Program
Through the Statewide Real Estate Conveyance Tax Program, a tax is levied on sales of all real estate. The tax rate is $4.60 per $1,000 of the purchase price. The tax is collected at the time a deed is recorded. Under state law, the Town remits 52.17% of the tax revenues received to the State; the Town of retains 47.83% or $2.20 per $1,000 to support local government programs.

Since 1998, the Town Council's policy has been to dedicate 77.3% of all local revenue generated (above the 1997-1998 basis) to the Open Space Reserve Fund to support the purchase of open space and critical natural habitat. Funds held in this reserve may be used for direct acquisition projects or to pay down debt service costs associated with general obligation bonds used for open space land purchases. Based on projects approved and currently underway, the estimated available balance as of June 30, 2023, will be $845,036.
Two changes to the Real Estate Conveyance Tax program were adopted in the FY 2020-2021 CIP. First, the allocation of new funds (the 77.3% above the 1998 basis) be evenly divided between the Open Space Reserve Fund and the Affordable Housing Trust Fund. In other words, each fund would receive 38.65% of the annual revenue above the 1998 basis.

Second, a reduction in the 22.7% of new funds previously committed to the undesignated fund balance each year; Also, the establishment of a new fund – the Village Infrastructure Fund – to support matching grants for infrastructure projects proposed by citizens and civic organizations that otherwise meet the requirements of the Town Capital budget program. We are proposing that the Village Infrastructure Fund be capitalized with ten thousand dollars in each of the next six years.

Superfund Program Reimbursement
Debt service payments related to the Rose Hill Landfill Remediation Program ($2 million borrowed in 2002) and the Plains Road Town Dump/URI Superfund Site ($950,000 borrowed in 2005) shall be paid from income held in the Superfund Capital Reserve Fund.

Impact of Non-Property Revenues on Long Term Municipal Borrowing

This CIP assumes a decline in state general grants, particularly with regard to school housing aid. The continuing decline in general assistance from the state will increase the Town's need to borrow for capital improvements because property tax revenue must increasingly be dedicated to school operational programs. It is noted the CIP assumes 35% state reimbursement on school facility construction, which will reduce the cost of borrowing for school facilities.

Defined Benefit Pension Plans & Other Post Employment Benefit Plans (OPEB)

Town - General Employees

	FY2024	FY2023	FY2022	FY2021	FY2020
Total Pension Liability	78,089,669	75,881,537	73,796,658	72,263,589	71,633,676
Pension Plan - Net Position	70,111,936	67,157,083	72,011,820	59,286,469	58,827,306
Net Pension Liability	7,977,733	8,724,454	1,964,838	12,977,120	12,806,372
Plan Funded Ratio %	**89.78%**	**88.50%**	**97.34%**	**82.04%**	**82.12%**

Town - Police Personnel

	FY2024	FY2023	FY2022	FY2021	FY2020
Total Pension Liability	39,801,371	37,897,678	36,816,137	35,410,429	34,693,391
Pension Plan - Net Position	33,032,182	30,987,803	32,324,624	25,787,524	25,276,494
Net Pension Liability	4,321,6894	4,232,098	3,893,748	3,821,056	3,678,831
Plan Funded Ratio %	**82.99%**	**81.77%**	**87.80%**	**72.82%**	**72.86%**

Town - EMS Personnel

	FY2024	FY2023	FY2022	FY2021	FY2020
Total Pension Liability	5,228,765	4,932,776	4,645,626	4,247,676	4,032,235
Pension Plan - Net Position	5,466,142	5,973,334	6,169,111	4,829,938	4,574,528
Net Pension Liability	(1,237,377)	(1,040,558)	(1,523,485)	(582,260)	(542,293)
Plan Funded Ratio %	**123.66%**	**121.09%**	**132.79%**	**113.71%**	**113.45%**

School - Teachers

	FY2024	FY2023	FY2022	FY2021	FY2020
Pension Liability-Town Share	32,831,133	39,360,972	34,591,912	45,952,223	49,057,890
Net Position-State Share	24,111,723	29,110,204	25,653,004	34,143,627	36,749,440
Total Pension Liability	56,942,856	68,471,176	60,244,916	80,095,850	85,807,330
Plan Funded Ratio %	**65.80%**	**62.10%**	**66.50%**	**54.30%**	**54.60%**

Town / School - OPEB

	FY2024	FY2023	FY2022	FY2021	FY2020
Total Plan Liability	17,032,174	17,463,549	17,310,109	17,632,468	18,131,098
OPEB Plan - Net Position	25,603,191	22,535,769	20,621,190	23,479,437	18,426,675
Net OPEB Liability	(8,571,017)	(5,072,220)	(3,311,081)	(5,846,969)	(295,777)
Plan Funded Ratio %	**150.32%**	**129.04%**	**119.13%**	**133.16%**	**101.63%**

General Fund Unassigned Fund Balance

General Fund Unassigned Fund Balance vs. General Fund Operating Revenues or Expenditures
The General Fund closed the 2022-2023 fiscal year with an audited Unassigned Fund Balance of $16,050,489 or 18.03% of the Adopted General Fund Budget for FY 2023-2024. The General Fund is projected to close FY 2023-2024 with an un-audited Unassigned Fund Balance of $16,747,767 or 18.46% of the Adopted General Fund Budget for FY 2024-2025.

The Governmental Finance Officers Association (GFOA) in October 2009 issued a Best Practices memorandum entitled *Appropriate Level of Unassigned Fund Balance in the General Fund* that states in part:

“GFOA recommends, at minimum, that general-purpose governments, regardless of size, maintain an unrestricted fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures (16.67%).”

To meet this best management guideline, an unrestricted fund balance of $15,127,892 would be necessary as of June 30, 2024. The value of a municipality's unassigned fund balance is a key indicator used by rating agencies in evaluating the financial status of a community. Presented below is a table detailing the value of the General Fund’s Unassigned Fund Balance (UFB) as of June 30, 2023, and a projected balance as of June 30, 2024, and a potential adjusted amount as of June 30, 2024, based on the potential for additional fund balance funds forwarded to operations to assist in offsetting the costs associated with new collective bargaining agreements.

Unassigned Fund Balance, June 30, 23	**$16,050,489**
Fund Balance as a % of FY2023-24 Budget	**18.03%**
FY2023-24 Operating Surplus	$2,473,265
Funds Forwarded to Finance Operations (FY2024)	($1,793,608)
Est. Un-audited Unassigned Fund Balance, June 30, 24	**$16,747,767**
Est. Fund Balance as a % of FY2024-25 Budget	**18.46%**

Aa1 Bond Rating

The Town of South Kingstown is one of only five municipalities in the State of Rhode Island with an Aa1 Bond Rating.

Fair Share Development Fees

The final element of the Capital Improvement Program's *Long Term Debt Management* section provides the basis for the determination of the amount of Fair Share Development Fees. The specific requirements for payment of these fees are provided in the Town's Zoning Ordinance, *Article 11 Section 1101*, and the Subdivision and Land Development Regulations, *Article III Section D.* The values of Fair Share Development Fees are reviewed and updated on an annual basis through the Capital Improvement Program. The revenue generated from these development fees is earmarked for two types of facilities: educational facilities and those for open space, conservation, park, and recreational land.

Educational Facilities
An Educational Fair Share Fee, which in prior years, provided partial reimbursement of capital costs associated with the development of new school facilities. The fee was collected at the time a certificate of occupancy was issued for all new residential structures. Income from the collection of Educational Fair Share Fees was used to pay down the cost of debt service associated with general obligation bonds issued for construction of the Broad Rock Middle School. While we have not recommended re-instituting fair share fees associated with improvements to our educational facilities at this time, it should be noted that fees will likely need to be re-instituted in a future CIP.

Open Space, Conservation, Park, and Recreational Land
This component provides for the acquisition of open space and/or conservation land to meet town open space standards, as described in the Comprehensive Community Plan. Fees collected are also used to acquire land for active recreation facilities and the development of these properties.

Also presented in this element is documentation relative to exemptions from the payment of Fair Share Fees for affordable housing units as required in the Zoning Ordinance, *Article 11, Section 1101 D. Fee Exemptions*.

Determination of FY 2024-2025 Fair Share Development Fees

Educational Facilities
During FY 2017-2018, because the debt for prior school projects had been retired, and our student population is declining, the Council determined that there was insufficient justification for continuing to collect Educational Facilities Fair Share Fees. Educational Facilities Fair Share Fees have not been collected since June 30, 2017. At this point, we do not recommend re-instituting education fair share fees. However, as the costs associated with the school facilities improvement program are solidified, we anticipate asking the Council to reinstate the fees in a future CIP.

Open Space, Conservation, Park, and Recreational Land
For the FY 2024-2025 Capital Improvement Program, it is proposed to continue the utilization of the current methodology for the calculation of the fee per dwelling unit for open space, conservation, park, and recreation land and/or facilities. The methodology is evaluated annually, including values related to estimated persons per household and the value of land within the community. It is also proposed to continue to use a two-tiered fee based on occupancy type and expected average household size. The two-tier fee structure includes a base fee for a typical single-household detached structure and an alternate fee for a reduced occupancy basis for housing units with two or fewer bedrooms.

	FY2024-25	**FY2024-25**	**FY2025-26**	**FY2025-26**
Recreational / Open Space Fees	**Single Household**	**2 Bedroom or Less Units**	**Single Household**	**2 Bedroom or Less Units**
Estimated Value of Land, Per Acre	$167,270	$167,270	$167,270	$167,270
Fair Market Value (10,000 Sq Ft) Lot/Per 1,000 persons	10.50	10.50	10.50	10.50
Persons Per Owner Pccuied Household Unit	2.51	2.03	2.40	1.91
Recreation Fee - By Fiscal Year	**$4,408**	**$3,559**	**$4,215**	**$3,360**

Based on the foregoing, the proposed FY 2025-2026 fee per dwelling unit for open space, park, and recreational land and/or facilities is proposed at $4,215 (base fee), with two bedrooms or fewer proposed at $3,360.

This tiered-fee structure is based on the following assumptions:

- The purchase and development of new municipal parkland will cost on average $167,270 per parcel. This cost factor is based on the estimated market value of at least a 10,000 square foot vacant lot within the community.
- The Comprehensive Community Plan identifies the town-wide need for recreation land to be 10.50 acres per 1,000 persons.
- The average household size of an owner-occupied unit is 2.40 persons per unit. For household units that are age-restricted (elderly occupancy only) or include two bedrooms or fewer, the expected occupancy is 1.91 persons per household (78% of single household average).

Fee Exemption for Affordable Housing

Under *Article 11, Section 1101 D.1* of the Zoning Ordinance, housing limited to affordable occupancy is exempted from payment of Fair Share Development Fees for Open Space, Conservation, Park, and Recreational Land. The term *affordable housing* is defined in Article 12 of the Zoning Ordinance. In general, housing eligible for fee exemption must be intended for occupancy by persons and households having a gross income at or below 80% of the area median income (AMI), be deed restricted as affordable for a minimum period of 30 years, and be subject to a federal, state, or municipal subsidy.

The maximum sales price of units intended for occupancy by households with earning between 80% AMI and 120% AMI would be determined at the point of sale by RI Housing. These values may vary for the purchase of a particular premise as the maximum pricing calculation is made during the purchase process and the model assumptions and criteria may change (i.e. interest rate or AMI thresholds).

Future Use of Real Estate Conveyance Fee Revenue

Conveyance Fee Income Summary:

In 1998 the Town Council established a policy to dedicate 77.3% of all local revenue generated (above the 1997-1998 basis) to the Open Space Reserve Fund to support the purchase of open space and critical natural habitat. Funds held in this reserve may be used for direct acquisition projects or to pay down debt service costs associated with general obligation bonds used for open space land purchases. Based on projects approved and currently underway, the estimated available balance as of June 30, 2023 will be $1,260,584.

Two changes to the Real Estate Conveyance Tax program were adopted in the FY 2020-2021 CIP. First, the allocation of new funds (the 77.3% above the 1998 basis) be evenly divided between the Open Space Reserve Fund and the Affordable Housing Trust Fund. In other words, each fund would receive 38.65% of the annual revenue above the 1998 basis. The second change was a reduction in the 22.7% of new funds previously committed to the undesignated fund balance each year and the establishment of a new fund – the Village Infrastructure Fund – to support matching grants for infrastructure projects proposed by citizens and civic organizations that otherwise meet the requirements of the Town Capital budget program. The Village Infrastructure Fund is proposed to be capitalized with $10,000 annually from FY 2024-25 through FY 2029-30. An estimated $225,000 in available funding is projected over the six-year term of the CIP for future use through the Town Open Space Acquisitions & Town Affordable Housing. Additionally, $60,000 is estimated in available funding over the next six-year term of the CIP for Village Infrastructure.

With the adoption of the fiscal year 2024-2025 Capital Improvement Plan, a one-year change was implemented regarding the breakdown of the annual distribution of these funds. For FY2024-25, a contribution of the annual debt service expenses related to open space was contributed at $208,088, the next was the annual contribution to the Town's General Fund as a revenue supporting operations in the amount of $166,000. The balance of revenue to be collected would be applied to the Affordable Housing Fund, which was budgeted at $226,000.

A summary of the Open Space Acquisition, Affordable Housing, and Village Infrastructure programs income and expense projections over the six-year term of the FY 2025-2026 through 2030-2031 Capital Improvement Program is presented below:

Open Space, Affordable Housing & Village Infrastructure Programs

	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	Total
Revenue Statement								
RE Conveyance (General Fund)	166,000	166,000	166,000	166,000	166,000	166,000	166,000	996,000
RE Conveyance (Open Space)	434,088	434,088	434,088	434,088	434,088	434,088	434,088	2,604,528
Total RE Conveyance Revenue	**600,088**	**600,088**	**600,088**	**600,088**	**600,088**	**600,088**	**600,088**	**3,600,528**
Expense Statement								
Total Debt Service (Open Space)	208,088	205,288	35,788	0	0	0	0	241,075
Town Open Space Fund	0	181,300	350,801	386,588	386,588	386,588	386,588	2,078,453
Town Affordable Housing Fund	226,000	37,500	37,500	37,500	37,500	37,500	37,500	225,000
Village Infrastructure Fund	0	10,000	10,000	10,000	10,000	10,000	10,000	60,000
Transfer to Debt Service Fund	-208,088	-205,288	-35,788	0	0	0	0	-241,075
Total RE Conveyance Expenses	**434,088**	**434,088**	**434,089**	**434,088**	**434,088**	**434,088**	**434,088**	**2,604,528**
Open Space Fund-Beginning		**1,441,029**	**1,622,330**	**1,973,130**	**2,359,718**	**2,746,306**	**3,132,894**	
Open Space Fund-End of Period	**1,441,029**	**1,622,330**	**1,973,130**	**2,359,718**	**2,746,306**	**3,132,894**	**3,519,482**	

Debt Snapshot

This section of the Town's Operating Budget Plan, details the Town's current outstanding debt, specifically breaking down the outstanding balances of each of the various debt types on hand as of June 30, 2025, through the full amortization plan of each. This section is made up of the following components:

1) Summary of Outstanding Debt - By Type
2) School Department Outstanding Debt
3) Town Outstanding Debt
4) Solid Waste Outstanding Debt
5) Neighborhood Guild Outstanding Debt

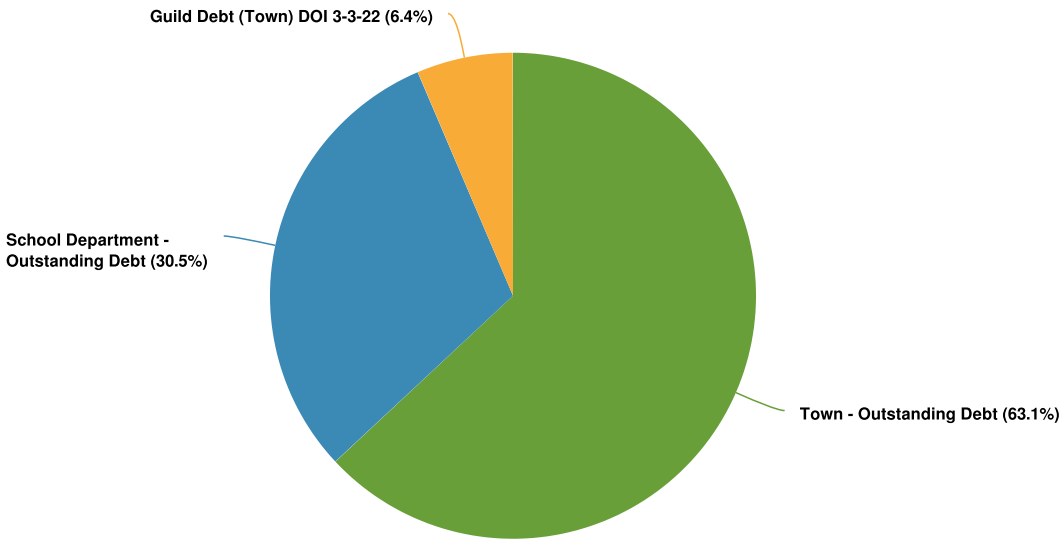
$11,720,000

-$1,294,000 (-9.94% vs. 2025 year)

This graph details the amount of outstanding debt that will remain, as of June 30, 2026, which is the close of the next fiscla year (FY2025-26). This information is further broken down by the various debt types outstanding as of June 30, 2026. These types are as follows:

1) Municipal Debt
2) School Department Debt
3) Utility Debt (Solid Waste)
4) Neighborhood Build Debt

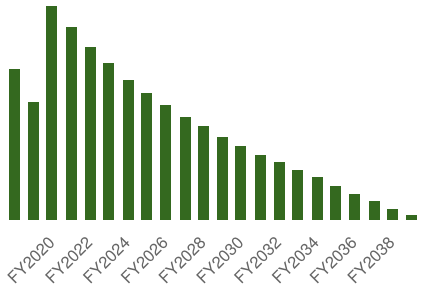
Debt by Type



Financial Summary	FY2025	FY2026	% Change
Debt	**Outstanding Debt Bal.**	**Outstanding Debt Bal.**	
School Department - Outstanding Debt	$3,970,000	$3,580,000	-9.8%
Town - Outstanding Debt	$8,187,708	$7,389,608	-9.7%
Waste Water - Outstanding Debt	$0	$0	0%
Solid Waste - Outstanding Debt	$59,000	$0	-100%
Guild Debt (Town) DOI 3-3-22	$797,292	$750,392	-5.9%
Total Debt:	**$13,014,000**	**$11,720,000**	**-9.9%**

School Department - Outstanding Debt

This graph details the current outstnaidng debt of the school department, from FY 2017-18, through FY 2038-39, which is when all existing school department debt is scheduled to be paid in full.

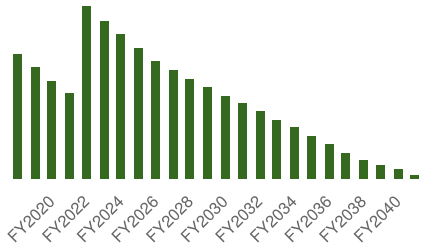


Financial Summary	FY2025	FY2026	% Change
School Department - Outstanding Debt	**Outstanding Debt Bal.**	**Outstanding Debt Bal.**	
School (Refunding) - DOI 11/13/2012	$0	$0	0%
School (Refunding) - DOI 4/8/2015	$135,000	$50,000	-63%
School Improvements - DOI 8/31/2017	$630,000	$580,000	-7.9%
School Improvements - DOI 5/12/2020	$2,905,000	$2,710,000	-6.7%
School Improvements - DOI 11/12/2009	$300,000	$240,000	-20%
School (Refunding) - DOI 11/12/2009	$0	$0	0%
Total School Department - Outstanding Debt:	**$3,970,000**	**$3,580,000**	**-9.8%**

Town - Outstanding Debt

This graph details the current outstanding utility debt of the municipality, from FY 2017-18, through FY 2024-25, which is when all existing utility debt is scheduled to be paid in full.

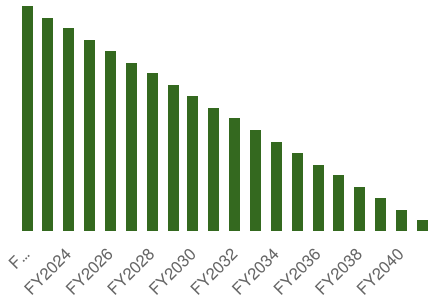
This amount included wastewater debt through FY 2022-23, at which point, all wastewater debt was paid in full. From FY 2023-24 through FY 2024-25, these outstanding amounts are only associated with Solid Waste debt outstanding.



Financial Summary	FY2025	FY2026	% Change
Town - Outstanding Debt	**Outstanding Debt Bal.**	**Outstanding Debt Bal.**	
Town (Refunding) - DOI 11/13/2012	$0	$0	0%
Town (Refunding) - DOI 4/8/2015	$305,000	$50,000	-83.6%
Town (Refunding) - DOI 8/31/2017	$2,730,000	$2,490,000	-8.8%
Town Debt - DOI 3/3/2022	$5,152,708	$4,849,608	-5.9%
Town (Refunding) - DOI 11/12/2009	$0	$0	0%
Total Town - Outstanding Debt:	**$8,187,708**	**$7,389,608**	**-9.7%**

Guild Debt (Town) DOI 3-3-22

This graph details the current outstanding debt of the Neighborhood Guild, from FY 2021-22, through FY 2040-41, which is when all existing Neighborhood Guild debt is scheduled to be paid in full.



Financial Summary	FY2025	FY2026	% Change
Guild Debt (Town) DOI 3-3-22	**Outstanding Debt Bal.**	**Outstanding Debt Bal.**	
Guild Debt (Town) DOI 3-3-22	$797,292	$750,392	-5.9%
Total Guild Debt (Town) DOI 3-3-22:	**$797,292**	**$750,392**	**-5.9%**

APPENDIX

Glossary

Abatement: A reduction or elimination of a real or personal property tax, motor vehicle excise, a fee, charge, or special assessment imposed by a governmental unit. Granted only on application of the person seeking the abatement and only by the committing governmental unit.

Accounting System: The total structure of records and procedures that identify record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, account groups, and organizational components.

Accrued Interest: The amount of interest that has accumulated on the debt since the date of the last interest payment, and on the sale of a bond, the amount accrued up to but not including the date of delivery (settlement date). (See Interest)

Amortization: The gradual repayment of an obligation over time and in accordance with a predetermined payment schedule.

Appropriation: A legal authorization from the community's legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

Arbitrage: As applied to municipal debt, the investment of tax-exempt bonds or note proceeds in higher yielding, taxable securities. Section 103 of the Internal Revenue Service (IRS) Code restricts this practice and requires (beyond certain limits) that earnings be rebated (paid) to the IRS.

Assessed Valuation: A value assigned to real estate or other property by a government as the basis for levying taxes.

Audit: An examination of a community's financial systems, procedures, and data by a certified public accountant (independent auditor), and a report on the fairness of financial statements and on local compliance with statutes and regulations. The audit serves as a valuable management tool in evaluating the fiscal performance of a community.

Audit Report: Prepared by an independent auditor, an audit report includes: (a) a statement of the scope of the audit; (b) explanatory comments as to application of auditing procedures; (c) findings and opinions. It is almost always accompanied by a management letter which contains supplementary comments and recommendations.

Available Funds: Balances in the various fund types that represent non-recurring revenue sources. As a matter of sound practice, they are frequently appropriated to meet unforeseen expenses, for capital expenditures or other one-time costs.

Balance Sheet: A statement that discloses the assets, liabilities, reserves and equities of a fund or governmental unit at a specified date.

Betterments (Special Assessments): Whenever a specific area of a community receives benefit from a public improvement (e.g., water, sewer, sidewalk, etc.), special property taxes may be assessed to reimburse the governmental entity for all or part of the costs it incurred. Each parcel receiving benefit from the improvement is assessed for its proportionate share of the cost of such improvements. The proportionate share may be paid in full or the property owner may request that the assessors apportion the betterment over 20 years. Over the life of the betterment, one year’s apportionment along with one year’s committed interest computed from October 1 to October 1 is added to the tax bill until the betterment has been paid.

Bond: A means to raise money through the issuance of debt. A bond issuer/borrower promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year. (See Note)

Bond and Interest Record: (Bond Register) – The permanent and complete record maintained by a treasurer for each bond issue. It shows the amount of interest and principal coming due each date and all other pertinent information concerning the bond issue.

Bonds Authorized and Unissued: Balance of a bond authorization not yet sold. Upon completion or abandonment of a project, any remaining balance of authorized and unissued bonds may not be used for other purposes, but must be rescinded by the community's legislative body to be removed from community's books.

Bond Issue: Generally, the sale of a certain number of bonds at one time by a governmental unit.

Bond Rating (Municipal): A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard and Poors, use rating systems, which designate a letter or a combination of letters and numerals where AAA is the highest rating and C1 is a very low rating.

Budget: A plan for allocating resources to support particular services, purposes and functions over a specified period of time. (See Performance Budget, Program Budget)

Capital Assets: All real and tangible property used in the operation of government, which is not easily converted into cash, and has an initial useful live extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure such as roads, bridges, water and sewer lines; easements; buildings and building improvements; vehicles, machinery and equipment. Communities typically define capital assets in terms of a minimum useful life and a minimum initial cost. (See Fixed Assets)

Capital Budget: An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method of financing each recommended expenditure, i.e., tax levy or rates, and identify those items that were not recommended. (See Capital Assets, Fixed Assets)

Cash: Currency, coin, checks, postal and express money orders and bankers' drafts on hand or on deposit with an official or agent designated as custodian of cash and bank deposits.

Cash Management: The process of monitoring the ebb and flow of money in an out of municipal accounts to ensure cash availability to pay bills and to facilitate decisions on the need for short- term borrowing and investment of idle cash.

Certificate of Deposit (CD): A bank deposit evidenced by a negotiable or non-negotiable instrument, which provides on its face that the amount of such deposit plus a specified interest payable to a bearer or to any specified person on a certain specified date, at the expiration of a certain specified time, or upon notice in writing.

Classification of Real Property: Assessors are required to classify all real property according to use into one of four classes: residential, open space, commercial, and industrial. Having classified its real properties, local officials are permitted to determine locally, within limitations established by statute and the Commissioner of Revenue, what percentage of the tax burden is to be borne by each class of real property and by personal property owners.

Collective Bargaining: The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor union. regarding wages, hours and working conditions.

Consumer Price Index: The statistical measure of changes, if any, in the overall price level of consumer goods and services. The index is often called the "cost-of-living index."

Cost-Benefit Analysis: A decision-making tool that allows a comparison of options based on the level of benefit derived and the cost to achieve the benefit from different alternatives.

Debt Burden: The amount of debt carried by an issuer usually expressed as a measure of value (i.e., debt as a percentage of assessed value, debt per capita, etc.). Sometimes debt burden refers to debt service costs as a percentage of the total annual budget.

Debt Service: The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

Encumbrance: A reservation of funds to cover obligations arising from purchase orders, contracts, or salary commitments that are chargeable to, but not yet paid from, a specific appropriation account.

Enterprise Funds: An enterprise fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery--direct, indirect, and capital costs—are identified. This allows the community to recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the "surplus" or net assets unrestricted generated by the operation of the enterprise rather than closing it out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services.

Equalized Valuations (EQVs): The determination of the full and fair cash value of all property in the community that is subject to local taxation.

Estimated Receipts: A term that typically refers to anticipated local revenues often based on the previous year's receipts and represent funding sources necessary to support a community's annual budget. (See Local Receipts)

Exemptions: A discharge, established by statute, from the obligation to pay all or a portion of a property tax. The exemption is available to particular categories of property or persons upon the timely submission and approval of an application to the assessors. Properties exempt from taxation include hospitals, schools, houses of worship, and cultural institutions. Persons who may qualify for exemptions include disabled veterans, blind individuals, surviving spouses, and seniors.

Expenditure: An outlay of money made by municipalities to provide the programs and services within their approved budget.

Fiduciary Funds: Repository of money held by a municipality in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and other funds. These include pension (and other employee benefit) trust funds, investment trust funds, private- purpose trust funds, and agency funds.

Fixed Assets: Long-lived, assets such as buildings, equipment and land obtained or controlled as a result of past transactions or circumstances.

Fixed Costs: Costs that are legally or contractually mandated such as retirement, FICA/Social Security, insurance, debt service costs or interest on loans.

Float: The difference between the bank balance for a local government’s account and its book balance at the end of the day. The primary factor creating float is clearing time on checks and deposits. Delays in receiving deposit and withdrawal information also influence float.

Full Faith and Credit: A pledge of the general taxing powers for the payment of governmental obligations. Bonds carrying such pledges are usually referred to as general obligation or full faith and credit bonds.

Fund: An accounting entity with a self-balancing set of accounts that are segregated for the purpose of carrying on identified activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

Fund Accounting: Organizing financial records into multiple, segregated locations for money. A fund is a distinct entity within the municipal government in which financial resources and activity (assets, liabilities, fund balances, revenues, and expenditures) are accounted for independently in accordance with specific regulations, restrictions or limitations. Examples of funds include the general fund and enterprise funds. Communities whose accounting records are organized according to the Uniform Municipal Accounting System (UMAS) use multiple funds.

GASB 34: A major pronouncement of the Governmental Accounting Standards Board that establishes new criteria on the form and content of governmental financial statements. GASB 34 requires a report on overall financial health, not just on individual funds. It requires more complete information on the cost of delivering value estimates on public infrastructure assets, such as bridges, road, sewers, etc. It also requires the presentation of a narrative statement the government's financial performance, trends and prospects for the future.

GASB 45: This is another Governmental Accounting Standards Board major pronouncement that each public entity account for and report other postemployment benefits in its accounting statements. Through actuarial analysis, municipalities must identify the true costs of the OPEB earned by employees over their estimated years of actual service.

General Fund: The fund used to account for most financial resources and activities governed by the normal appropriation process.

General Obligation Bonds: Bonds issued by a municipality for purposes allowed by statute that are backed by the full faith and credit of its taxing authority.

Governing Body: A board, committee, commission, or other executive or policymaking bodyof a municipality or school district.

Indirect Cost: Costs of a service not reflected in the operating budget of the entity providing the service. An example of an indirect cost of providing water service would be the value of time spent by non-water department employees processing water bills. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.

Interest: Compensation paid or to be paid for the use of money, including amounts payable at periodic intervals or discounted at the time a loan is made. In the case of municipal bonds, interest payments accrue on a day-to-day basis, but are paid every six months.

Interest Rate: The interest payable, expressed as a percentage of the principal available for use during a specified period of time. It is always expressed in annual terms.

Investments: Securities and real estate held for the production of income in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in governmental operations.

Line Item Budget: A budget that separates spending into categories, or greater detail, such as supplies, equipment, maintenance, or salaries, as opposed to a program budget.

Local Aid: Revenue allocated by the state or counties to municipalities and school districts.

Maturity Date: The date that the principal of a bond becomes due and payable in full.

Municipal(s): (As used in the bond trade) "Municipal" refers to any state or subordinate governmental unit. "Municipals" (i.e., municipal bonds) include not only the bonds of all political subdivisions, such as cities, towns, school districts, special districts, counties but also bonds of the state and agencies of the state.

Note: A short-term loan, typically with a maturity date of a year or less.

Objects of Expenditures: A classification of expenditures that is used for coding any department disbursement, such as “personal services,” “expenses,” or “capital outlay.”

Official Statement: A document prepared for potential investors that contains information about a prospective bond or note issue and the issuer. The official statement is typically published with the notice of sale. It is sometimes called an offering circular or prospectus.

Operating Budget: A plan of proposed expenditures for personnel, supplies, and other expenses for the coming fiscal year.

Overlapping Debt: A community's proportionate share of the debt incurred by an overlapping government entity, such as a regional school district, regional transit authority, etc.

Performance Budget: A budget that stresses output both in terms of economy and efficiency.

Principal: The face amount of a bond, exclusive of accrued interest.

Program: A combination of activities to accomplish an end.

Program Budget: A budget that relates expenditures to the programs they fund. The emphasis of a program budget is on output.

Purchased Services: The cost of services that are provided by a vendor.

Refunding of Debt: Transaction where one bond issue is redeemed and replaced by a new bond issue under conditions generally more favorable to the issuer.

Reserve Fund: An amount set aside annually within the budget of a town to provide a funding source for extraordinary or unforeseen expenditures.

Revaluation: The assessors of each community are responsible for developing a reasonable and realistic program to achieve the fair cash valuation of property in accordance with constitutional and statutory requirements. The nature and extent of that program will depend on the assessors’ analysis and consideration of many factors, including, but not limited to, the status of the existing valuation system, the results of an in-depth sales ratio study, and the accuracy of existing property record information.

Revenue Anticipation Note (RAN): A short-term loan issued to be paid off by revenues, such as tax collections and state aid. RANs are full faith and credit obligations.

Revenue Bond: A bond payable from and secured solely by specific revenues and thereby not a full faith and credit obligation.

Revolving Fund: Allows a community to raise revenues from a specific service and use those revenues without appropriation to support the service.

Sale of Real Estate Fund: A fund established to account for the proceeds of the sale of municipal real estate other than proceeds acquired through tax title foreclosure.

Stabilization Fund: A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose.

Surplus Revenue: The amount by which cash, accounts receivable, and other assets exceed liabilities and reserves.

Tax Rate: The amount of property tax stated in terms of a unit of the municipal tax base; for example, $14.80 per $1,000 of assessed valuation of taxable real and personal property.

Tax Title Foreclosure: The procedure initiated by a municipality to obtain legal title to real property already in tax title and on which property taxes are overdue.

Trust Fund: In general, a fund for money donated or transferred to a municipality with specific instructions on its use. As custodian of trust funds, the treasurer invests and expends such funds as stipulated by trust agreements, as directed by the commissioners of trust funds or by the community's legislative body. Both principal and interest may be used if the trust is established as an expendable trust. For nonexpendable trust funds, only interest (not principal) may be expended as directed.

Uncollected Funds: Recently deposited checks included in an account’s balance but drawn on other banks and not yet credited by the Federal Reserve Bank or local clearinghouse to the bank cashing the checks. (These funds may not be loaned or used as part of the bank’s reserves and they are not available for disbursement.)

Undesignated Fund Balance: Monies in the various government funds as of the end of the fiscal year that are neither encumbered nor reserved, and are therefore available for expenditure once certified as part of free cash.

Unreserved Fund Balance (Surplus Revenue Account): The amount by which cash, accounts receivable, and other assets exceed liabilities and restricted reserves. It is akin to a "stockholders’ equity" account on a corporate balance sheet. It is not, however, available for appropriation in full because a portion of the assets listed as "accounts receivable" may be taxes receivable and uncollected. (See Free Cash)

Valuation (100 Percent): The legal requirement that a community’s assessed value on property must reflect its market, or full and fair cash value.