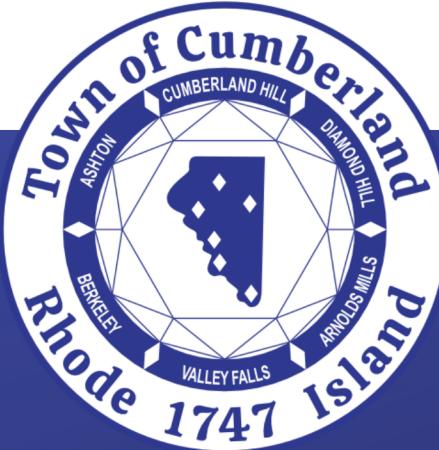


Town of Cumberland Adopted Operating Budget



***Fiscal Year
2024-2025***



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Town of Cumberland
Rhode Island**

For the Fiscal Year Beginning

July 01, 2023

Christopher P. Morill

Executive Director

FISCAL YEAR 2024 – 2025

TOWN OF CUMBERLAND ADOPTED MUNICIPAL BUDGET



TOWN COUNCIL

Michael L. Kinch, President

Scott R. Schmitt, President Pro Tempore

Peter J. Bradley, At Large

James K. Metivier, District 1

Timothy C. Magill, District 2

Lisa A. Beaulieu, District 3

Robert G. Shaw, District 5

Mayor

Jeffrey J. Mutter

Finance Director

Melinda Brouillard

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Section One: Introductions

Understanding this Document



The Town of Cumberland's FY 2024-2025 Budget document is organized as detailed within the Table of Contents and divided into thirteen sections and an appendix.

The first section, "**Introductions**" is designed to familiarize the reader with both the Town and the forthcoming budget documentation. Included in this section is this narrative which describes the budget packet; it introduces both the Mayor and the Town Council. This first section also includes a broad-level organizational chart (departmental charts can be found with each department's expenditures), employee milestones, Cumberland at a Glance, organizational goals and objectives, the mayor's budget narrative, and acknowledgments.

The second section, "**Structures and Processes**" highlights Cumberland's form of government and lays out the budgetary process and organizes the timeline for budget passage.

The third section, "**Fund Structures and Financial Status**" includes descriptions and financial information by the fund. This section further describes proposed changes to the Town's fund balances, current debt obligations, bond rating information, and a Community Recovery (ARPA) Fund overview.

The fourth section "**Revenue Details**" provides a summary of revenues (the Town's general fund ordinance) and detailed descriptions of all budgeted revenue lines for the General Fund in Cumberland's FY 2024-2025 budget broken out by category.

In the next seven sections (5-11), which are described as “**Expense Details**” the reader will find an organization chart, goals, and proposed priorities for the 2024-2025 fiscal year using the funding requested. In addition, funding comparison summaries and detailed expenditure statements are provided.

In the twelfth section entitled “**Tax Levy**”, the reader will find the 2024 and 2025 Tax Levies which provide details on the proposed tax rates for the Town of Cumberland.

The thirteenth section, entitled “**Proprietary Funds**” provides organizational charts, goals, priorities, and detailed expenditures for the Town’s proprietary funds: Water, Sewer, and Recreation.

The final section is the “**Appendix**,” which provides supplementary information, including a glossary and relevant Town financial policies.

MEET Mayor Jeff Mutter



JEFFREY J. MUTTER

Mayor

Mayor (2019-Present)

School Committee (2009-2014)

Cumberland Town Council (1996-2004 and
2006-2008)

MEET the Town Council



MICHAEL L. KINCH
Council President
At Large
Elected: 2018-Present



SCOTT R. SCHMITT
President Pro-Tem
District 4
Elected: 2012-Present



PETER J. BRADLEY
Councilor at Large
Elected: 2010-2012, 2014-Present



JAMES K. METIVIER
Councilor, District 1
Elected: 2016-2018, 2020-Present



TIMOTHY C. MAGILL
Councilor, District 2
Elected: 2020-Present



LISA A. BEAULIEU
Councilor, District 3
Elected: 2016-Present



ROBERT G. SHAW
Councilor, District 5
Elected: 2014-Present

MEET our State Elected Officials



SENATOR PEARSON

Senate Majority Leader
Elected: 2012-
Present



SENATOR PICARD

Deputy Senate President Pro Tempore
Elected: 2008-
Present



REP. MIA ACKERMAN

Deputy Majority Whip
Elected: 2012-
Present



REP. ROBERT PHILLIPS

Deputy Majority Leader
Elected: 2010-
Present



REP. MARSZALKOWSKI

Deputy Majority Leader
Elected: 2012-
Present



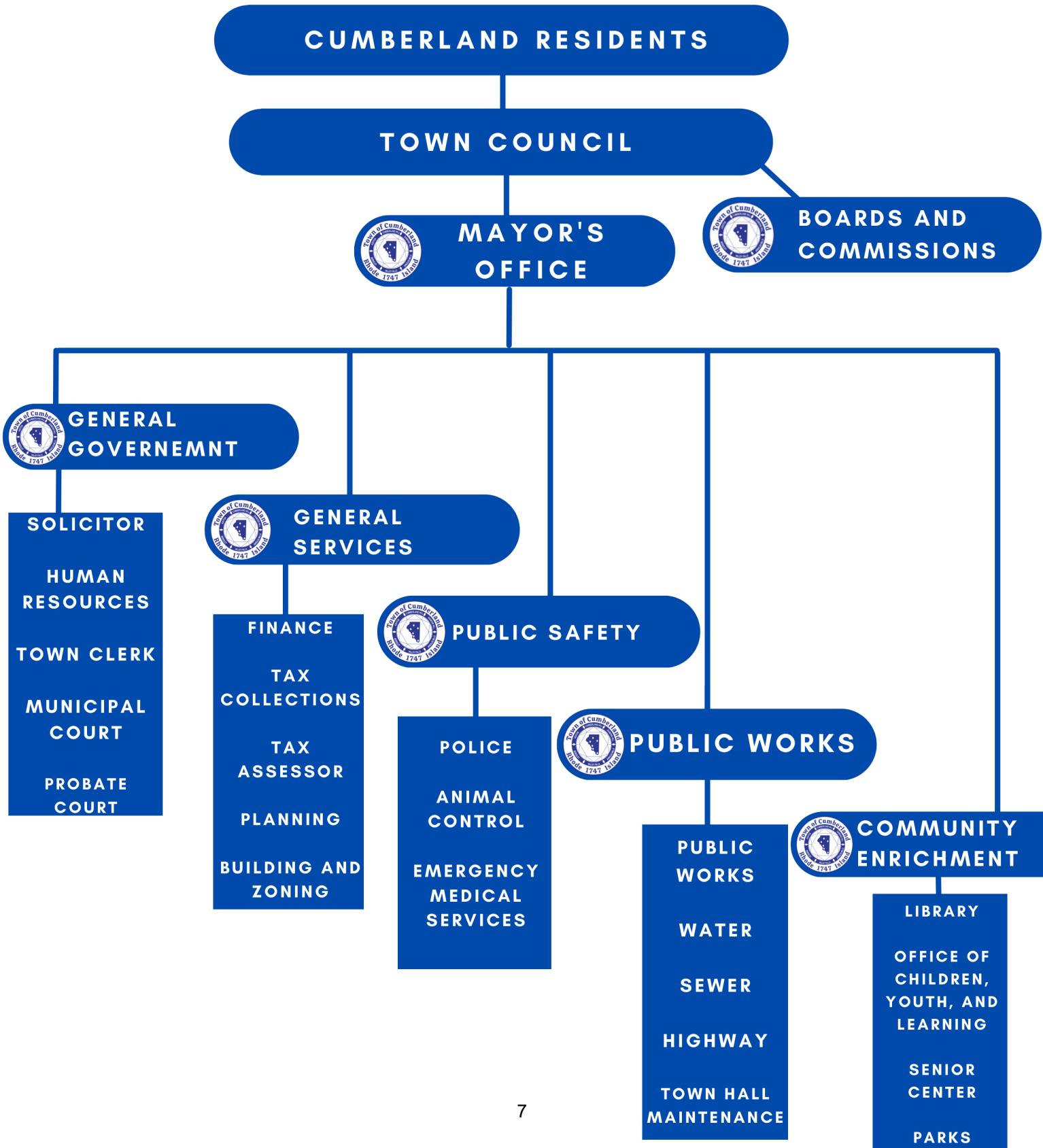
REP. BRANDON VOAS

*Elected: 2022-
Present*



TOWN OF CUMBERLAND

ORGANIZATIONAL CHART



Employee Summary/Pay Schedules



Cumberland's full-time employees are divided into executive staff and collective bargaining positions. The three municipal unions include The International Brotherhood of Police Officers Cumberland Local 640, AFSCME – Council 94, Local 3708, and the Teamsters.

The information provided below and on the following pages provide insight into the salary levels for appointments.

Further details are provided on each individual department page.



Executive Staff Pay Schedule

Executive Staff: 50 positions (36 FTE positions, 14 Part-time). For individuals employed in Executive Staff positions, there is a salary ordinance which determines ranges for each position which is approved by the Town Council. The Mayor has the authority to pay individuals in these roles up to the maximum amount indicated within the range. For individuals for which there is a full-time salary range, but the position has become part-time, an hourly rate within that range will be determined.

Executive staff positions listed below are currently filled unless otherwise noted and each job title is for one position unless otherwise noted. During the last fiscal year, there were some changes to the Full-Time/Part-Time status for positions, as well as the creation of two additional positions.

The Building Official role went from two part-time positions to one full-time Building Official. The Senior Center Assistant position moved from a full-time position to a part-time one. Additionally, two part-time positions were added – ADA Coordinator and Special Projects Planner.

<u>Position</u>	<u>Approved Salary Range</u>	<u>Current Rate (Remains Proposed Rate)</u>
Animal Control Officer	\$41,000-\$58,240	\$54,491
Assistant Animal Control Officer	\$35,000-\$52,000	\$47,975
Building Official	\$71,000-\$85,280	\$85,267
Building Inspector	\$50,000-\$68,640	\$63,000
Electrical Inspector (PT)	\$10,000-\$26,000	\$21,000
Mechanical Inspector (PT)	\$10,000-\$26,000	\$21,000
Finance Director	\$93,000-\$124,800	\$105,000
Deputy Finance Director	\$70,000-\$88,400	Unfilled
Accountant	\$42,000-\$56,160	\$52,543
Payroll Administrator	\$42,000-\$56,160	\$55,073
Director of Human Resources	\$72,000-\$91,520	\$83,047
Chief of Staff	\$58,000-\$76,960	\$67,868
Community Outreach Coordinator	\$45,000-\$62,400	\$61,207
ADA Coordinator (PT)	\$27,300	\$27,300
Planning & Community Dev. Director	\$80,000-\$97,760	\$88,088
Principal Planner	\$48,000-\$67,600	\$65,000
Special Projects Planner (PT)	\$23,625	Unfilled
Director of Public Works	\$90,000-\$124,800	\$124,800
Superintendent of Public Works	\$54,000-\$74,048	\$74,038
Zoning Inspector/Recycling Coord.	\$30,000-\$44,720	\$44,717
Assistant Engineer	\$62,000-\$78,000	\$71,726
Water Superintendent	\$76,500-\$106,080	\$98,826
Assistant Water Superintendent	\$50,000-\$78,000	\$78,000
Admin. Assistant to Water Super.	\$40,000-\$58,240	\$49,067
Chief of Police	\$94,000-\$118,560	\$113,300
Confidential Secretary to Police Chief	\$42,000-\$59,280	\$54,217
Deputy Chief of Police	\$86,000 - \$104,000	\$91,630
Police Captain (3 Positions)	\$80,000 - \$104,000	\$85,621
Recreation/Senior Director	\$60,000-\$78,000	\$69,706
Senior Social Director	\$41,000-\$53,040	\$53,035
Senior Center Assistant (PT)	\$25,000-\$37,440	\$26,000
EMS Chief	\$79,000-\$118,560	\$99,986
Deputy EMS Chief	\$70,000-\$104,000	\$90,323
Assistant to EMA Director (PT)	\$7,500-\$10,400	\$7,500
Tax Assessor	\$68,000-\$98,800	\$98,800
Deputy Tax Assessor (PT)	\$50,000-\$65,000	\$21,000
Town Clerk	\$65,000-\$85,280	\$83,229
Deputy Town Clerk (PT)	\$35,000-\$46,800	\$22,287
Town Solicitor (PT)	\$118,000-\$125,000	\$102,000

Legal Assistant	\$38,000-\$55,120	\$50,396
Probate Judge (PT)	\$8,000-\$12,480	\$8,105
Municipal Court Judge (PT)	\$8,000-\$12,480	\$8,319
Courts Clerk	\$45,000-\$62,400	\$54,564
OCYL Director	\$60,000-\$79,040	\$70,671
K-12 Programs Coordinator – OCYL	\$45,000-\$63,440	\$54,382
Early Childhood Coordinator – OCYL	\$20.00-\$26.00	\$46,410
Program Assistants – OCYL (PT, 3 Positions)	\$13.00-\$20.80	\$19.90

International Brotherhood of Police Officers – Pay Rates

At current staffing, there are 43 active members of the International Brotherhood of Police Officers (IBPO). There are currently vacancies for patrol officers. The Town is in the process of sending several recruits through the academy to get trained. All police officer positions are full-time. The Town of Cumberland is currently in negotiations with the IBPO and these rates are subject to change.

<u>Class Title</u>	<u>Annual Rate</u>
Patrolman/woman (Probationary)	\$55,266
Patrolman/woman (After 3 years of service)	\$67,579
Patrolman/woman (After 5 years of service)	\$68,578
Patrolman/woman (After 6 years of service)	\$69,888
Patrolman/woman (After 8 years of service)	\$70,470
Sergeant	\$75,795
Lieutenant	\$78,125

Municipal Employees (Teamsters)

There are currently 71 members of the Municipal Employees Union (Teamsters). These are all full-time positions. The breakdown of employees is as follows: Highway Department (34), Town Hall (15), Water (14), Senior Center (2), Recreation (1), Sewer (1), EMS (1), and Police (3). A significant change in staffing with the Teamsters is that the Public Safety Dispatchers have been moved from that union to the AFSCME which continues to represent the EMS paramedics.

Current rates are listed below, with the increases scheduled for the upcoming fiscal year.

	<u>Current Rate</u>	<u>Rate on 07/01/24 (+ \$0.50)</u>	<u>Rate on 01/01/2025 (+ \$0.25)</u>
Senior Foreman - Water	\$32.01	\$32.51	\$32.76
Foreman	\$31.21	\$31.71	\$31.96
Mechanic	\$28.03	\$28.53	\$28.78
Heavy Equipment Operator	\$27.94	\$28.44	\$28.69
Senior Van Driver	\$28.34	\$28.84	\$29.09
Light Equipment Operator	\$27.18	\$27.68	\$27.93
Building Maintenance	\$25.71	\$26.21	\$26.46
Clerk III	\$25.13	\$25.63	\$25.88
Clerk II	\$24.10	\$24.60	\$24.85
Clerk I	\$21.52	\$22.02	\$22.27
Engineering Aide	\$30.64	\$31.14	\$31.39
Pump Station Operator	\$24.95	\$25.45	\$25.70
Laborer II	\$26.51	\$27.01	\$27.26
Laborer I	\$23.25	\$23.75	\$24.00

AFSCME – Council 94, Local 3708 – Pay Rates

The AFSCME union represents Cumberland's all-paramedic Emergency Medical Services team (EMS) and the Public Safety Dispatchers.

YEAR THREE					
HOURLY	7/1/2023	7/1/2023			
85 BI-WEEKLY	0.025	0.015			
BASE RATE	RATE + STIPEND	BASE SALARY	SALARY W/ STIPEND	LONGEVITY	TOTAL COMP
30.36	30.81	69965.59	68096.64		68096.64
31.66	32.13	69965.59	71015.07	500.00	71515.07
31.80	32.28	70285.07	71339.34	750.00	72089.34
31.95	32.43	70604.54	71663.61	1000.00	72663.61
32.09	32.57	70924.02	71987.88	1250.00	73237.88
30.40	30.86	67189.46	68197.30		68197.30
32.18	32.66	71120.05	72186.85	500.00	72686.85
32.33	32.81	71444.80	72516.47	750.00	73266.47
32.47	32.96	71769.54	72846.09	1000.00	73846.09
32.62	33.11	72094.29	73175.71	1250.00	74425.71
32.70	33.19	72274.51	73358.62	500.00	73858.62
32.85	33.35	72604.53	73693.59	750.00	74443.59
33.00	33.50	72934.55	74028.56	1000.00	75028.56
33.15	33.65	73264.57	74363.54	1250.00	75613.54

Employee Milestones in Fiscal 2025



Five Years



Carina Oliveira Craig Wallace Joey Sevigny Jamie Droste
Glenn Modica Laura Moreau Paulo Moura Jarrod Pinette



Ten Years



Kevin Joyce
Karen Kelly-Kane

Crystal Claflin Tyler Kinch



Fifteen Years



Jason Gomes
Rexford Kirkman

Thomas Burns
Kenneth Henneberry



Twenty Years



Lisa Haley

Jolene Alves

Richard Arpin

James Pereira

Matthew Alves



Twenty-Five Years



Denis Andrade

Sandra Giovanelli

Scott Dessert

Cumberland at a Glance

The Town of Cumberland, incorporated in 1746, is a suburban community in a metropolitan area of northern Rhode Island. Located approximately thirteen miles north of Providence, Rhode Island, it is primarily a single-family residentially developed community with small sections of older dwellings, and commercial, and industrial development. The land area of the Town totals 28.4 square miles.

Population

Ranked eighth in population among the thirty-nine cities and towns in the State, the Town's 2020 population was 36,405, according to the U.S. Census of that year.

<u>Year</u>		<u>Population</u>
1980	27,069
1990	29,038
2000	31,840
2010	33,506
2020	36,405

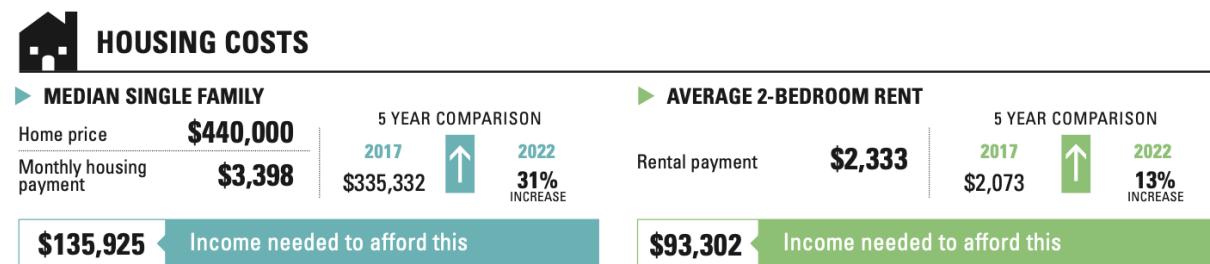
Household Information

Using the American Community Survey, here is a breakdown of household makeup within the Town of Cumberland.

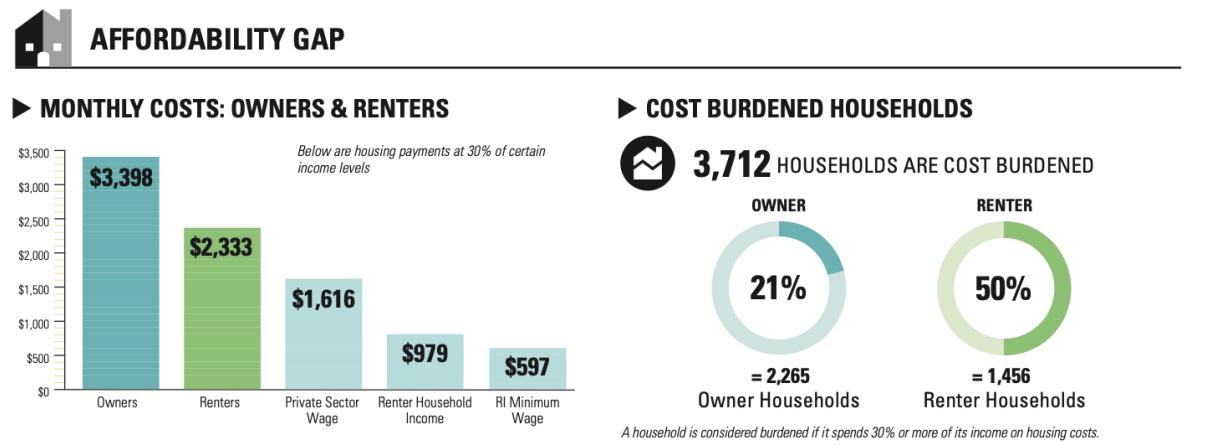
	Total	Married-couple family household	Male householder, no spouse present, family household	Female householder, no spouse present, family household	Nonfamily household
Label	Estimate	Estimate	Estimate	Estimate	Estimate
HOUSEHOLDS					
Total households	14,142	8,002	886	981	4,273
Average household size	2.54	3.10	3.04	3.30	1.21
FAMILIES					
Total families	9,869	8,002	886	981	(X)
Average family size	3.04	3.07	2.67	3.12	(X)
AGE OF OWN CHILDREN					
Households with own children of the householder under 18 years	3,992	2,977	360	655	(X)
Under 6 years only	19.0%	20.8%	13.6%	13.7%	(X)
Under 6 years and 6 to 17 years	9.7%	8.6%	21.1%	8.4%	(X)
6 to 17 years only	71.3%	70.6%	65.3%	77.9%	(X)
Total households	14,142	8,002	886	981	4,273

Housing

In Cumberland, the median single-family home costs \$440,000, which would require a \$135,925 income to afford the home without being cost-burdened. The average two-bedroom apartment costs \$2,333 per month and similarly would require a \$93,320 income.



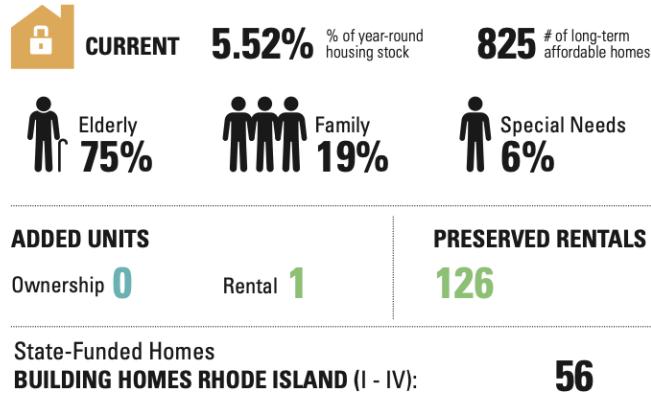
Half of all renters in Cumberland are cost-burdened and nearly one quarter of homeowners are cost-burdened.



Cumberland has not yet met the 10% threshold for affordable housing and currently sits at approximately 5.52% of housing stock being deemed affordable.

► **LONG-TERM AFFORDABLE HOMES** Ri General Law: 45-53-3(g) Low or Moderate Income Housing

Number of households below HUD 80% area median income: **4,410**



(All Data from RI Housing Works Factbook, 2023)

Employment

The following is a listing of the various types of industry in the Town as obtained from the Department of Labor and Training.

	<u>Total Wage</u>	<u># of Units</u>	<u>Avg. Employment</u>	<u>% of Covered Emp.</u>
Agriculture, Forestry, Fishing, Hunting	*	2	*	*
Mining	*	1	*	*
Utilities	*	2	*	*
Construction	14,796,591	127	796	7.07%
Manufacturing	21,870,591	30	1,428	12.69%
Wholesale Trade	16,603,829	101	837	7.44%
Retail Trade	7,999,917	78	843	7.49%
Transportation & Warehousing	7,855,297	27	617	5.48%
Information	2,195,463	32	84	0.75%
Finance & Insurance	3,741,522	64	153	1.36%
Real Estate, Rental, Leasing	2,333,466	39	133	1.18%
Professional & Technical	13,396,042	220	473	4.20%
Management of Companies	34,058,521	12	1,294	11.50%
Administrative & Waste Services	15,730,377	79	1,301	11.56%
Educational Services	5,797,485	26	362	3.22%
Health Care & Social Assistance	8,942,024	111	712	6.32%
Arts, Entertainment, Recreation	761,375	14	88	0.78%
Accommodations & Food	5,629,743	70	927	8.23%
Other Service Except Public Admin	7,701,359	109	621	5.52%

TOTAL:	\$184,609,385	1,144	11,257	100.00%
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Unemployment

The most recent labor market information summary indicates that annualized and monthly unemployment for the years and months indicated was as shown in the following tables:

Annualized

	2018	2019	2020	2021	2022
Cumberland	3.5%	3.1%	7.7%	4.7%	2.7%
Rhode Island	4.1%	3.6%	9.4%	5.5%	4%
United States	3.9%	4.0%	8.1%	5.3%	3.5%

Monthly 2023

	Jan	Feb	March	April	May	June	July	Aug	Sept.	Oct.	Nov.	Dec.
Cumberland	%	%	2.5%	1.8%	2%	2.1%	2.1%	2.9%	2.2%	2.6%	2.8%	2.8%
RI	%	%	3.1%	2.3%	2.5%	2.5%	2.5%	3.4%	2.7%	3.0%	3.4%	3.5%
US	3.4%	3.6%	3.5%	3.4%	3.7%	3.6%	3.5%	3.8%	3.8%	3.8%	3.7%	3.7%

4.5M

Grant Funding
Received!

117

Resolutions
Passed!

18

Ordinances
Passed!

Oh, What a (Fiscal) Year!

2

School Ribbon
Cuttings

2

Major Diamond
Hill Park Projects

1M

Facebook
Impressions

Year in Review

To the Members of Cumberland's Town Council and Our Taxpayers:

I am pleased to share an update on the improvements we are making throughout Cumberland. With your support, we are redeveloping our parks, athletic fields, buildings, and infrastructure. These improvements have been made possible through tremendous amounts of collaboration, strategic planning, and creativity.

As we move forward, I will continue to address the needs of Cumberland through strategic investments that push us closer to the goal of making our Town a healthier, more accessible place to live, work, and play for all residents.

Cumberland Town Employees

Cumberland's Town Employees have continued to show up to work each day, have remained flexible, and most importantly they have remained committed to the goal of serving Cumberland residents to the best of their abilities.

Our employees have worked elections, volunteered at pet vaccination clinics, continued to run Zoom for hybrid public meetings, and so much more. They have attended school science fairs, built playgrounds, and cleared litter. Their efforts continue to make Cumberland a better place.



Diamond Hill Park



Continuous work has been taking place at Diamond Hill Park. Major project areas this year have included: the completion of audiovisual improvements at the amphitheater, pump track design, and the demolition of the old Ski Lodge to make way for the new event space.

The Town contracted Ambient Sound to provide new lighting and sound equipment. This has improved performance quality and flexibility on the stage.

With partial funding from a Rhode Island Department of Environmental Grant, the Town is working with American Ramp Company to come up with an appropriate design that is accessible for all wheels and honors the contributions that the bike community has made at Diamond Hill. The design has been completed and construction is scheduled to begin in the Spring.

In conjunction with the Cumberland Town Council, a Diamond Hill Park Building Committee has been formed. The Building Committee engaged Saccoccio & Associates to be the architect on this project. Saccoccio & Associates have produced renderings,



completed the design work, and issued a construction bid packet. Based on the bids received, a contract for the demolition and construction of the new building was awarded to Tower Construction. Tower has begun their work and the old Ski Lodge has been demolished, site work and the construction of the new building are forthcoming.

The Town continues to apply for grant funding for the projects at Diamond Hill Park through a number of sources.

Infrastructure Improvements

The Town has continued to seek creative and collaborative ways to fund infrastructure improvements in the spaces that matter most to our community.

Using Community Recovery (ARPA) Funds, the Town has been able to see many of these improvements come to fruition. This includes leveraging funding from the State with ARPA Funds to in order to contract J.H. Lynch and Sons for municipal road paving throughout Town, the Community School Playground, the Ruth Carpenter Memorial Garden, Broadband infrastructure, and the Abbott Street Pump Station replacement.

The Town also continues to work with funding received from the Rhode Island Infrastructure Bank and through congressional earmarks for improvements to Industrial Road Drainage.



Franklin Farm



The Town of Cumberland has worked with the Historic Metcalf-Franklin Farm Preservation Association on two key infrastructure projects at Franklin Farm this year.

The Town applied for and received \$500,000 in Community Development Block Grant Funding to support the renovation of the historic Long Barn. The Long Barn renovations are intended to ensure the preservation of this historic asset, which functions as a the focal point for the Farm's activities that address food insecurity. The facility is essential to sorting, packaging, and distributing produce that directly benefits nearly 8,000 low and moderate-income households each year.

Additionally, the Town has supplemented grant funding that the Historic Metcalf-Franklin Farm Preservation Association has received for the interior of the Farm House to be completed.

Amaral Building & Heritage Park – Wellness Hub



Our administration is hard at work converting the former post office – the Amaral Building, which has long been abandoned, into a center that can service all residents through community-based outreach and health programming. This year, with additional grant funding received (\$2.6 million), we've been able to increase the scope of work to include connection between the building and a revitalized Valley Falls Heritage Park in order to create a cohesive wellness hub in the area.

Consistent with the Town's Charter, building committees have been established to oversee the renovations and manage the projects. Both of the building committees are staffed by Glenn Modica, Town Planner, and Sarah King, Community Outreach Coordinator.

Northeast Collaborative, the architect contracted for the Amaral Building portion of the project has completed the design phase and construction documents are forthcoming. Bidding for the project should take place in early spring with a construction award tentatively planned for June.

Stoss Landscape Architecture has been contracted to complete an updated master plan for Valley Falls Heritage Park. Stoss has begun work on the plan and will also be

conducting robust community engagement. The first community engagement event was held on April 15th and had over 30 active participants.

School Improvements



Community School and Garvin Elementary School had ribbon cuttings this year to showcase the improvements made to the buildings through the school construction bond.

Ashton Elementary School is in the finishing stages, with a scope of work including an addition consisting of

eight classrooms, one learning commons, two breakout rooms, 5-in-classroom and three off corridor bathrooms, and various storage spaces. This project is on track for the scheduled turnover to the owner.

Additional school construction scopes of work and scheduling is available in the education section of the budget.



Grant Acquisition



In March 2021, the Town Council approved an extension for Rosewood Consulting to continue providing grant writing services to the Town of Cumberland. Highlights for this fiscal year's grants include Public Safety Communications Equipment, Streetscape Improvements, and Heritage Park.

These grants have allowed the Town to support small businesses, expand community paramedicine, and complete capital projects.

Grants Secured in Current Fiscal Year: \$4,554,339

Grants Secured (Total): \$9,703,818

Non-Profit Grant Awards

My administration was happy to work with the Cumberland Town Council to allocate funding from the Community Recovery Fund (ARPA) to support our hard-hit Cumberland non-profit community through a grant program.

The last few years have been brutal, and our non-profits have seen both decreased revenue and increased demands. I want to give a big thank you to our consultant, HCH, who reviewed all of the applications for compliance and for the hard work of the grant review committee, who did the final review and voted to issue the awards. With their efforts, I'm happy to share that we have awarded 12 grants totaling \$60,000!



Funded Organizations Include: Fatima Holy Name Society, Blackstone River Theatre, The Hotel for Homeless Dogs, Cumberland Jr. Clippers Football & Cheer, Arnold Mills Parade Association, Cumberland School Volunteers, Cumberland Youth Lacrosse, Clube Juventude Lusitana, Cumberland Public Safety Union Hall, Cumberland Education Foundation, Friendly Sons of St. Patrick, and the Filibuster Club. Cumberland's two food pantries received allocations previously within their own category.

Community Engagement



In August, the Town of Cumberland hosted its first annual Cumberland Community Celebration at Diamond Hill Park. This event was extremely well attended and successful. The event featured food trucks, music, train rides around Diamond Hill Park, activities for children (including stations set up by Cumberland's Public Safety teams), and concluded with a fireworks show.

Over the Summer, our administration worked with Sabrina Conroy of the Cumberland Public Library on the Youth Activists of Cumberland (YAC) project. This enabled children to submit questions to the Mayor's office and each week a video was released answering their questions. We ended the Summer with an ice cream social at the library.

Cumberland's Town Employees continued their tradition this year of hosting an Adopt a Family Drive to support





local families at Christmas. With the help of several community volunteers/donors, the Town was able to sponsor over 100 hundred local children with Christmas gifts. It's always a truly remarkable, collaborative effort between staff, volunteers, Children's Friend, and our local elementary schools.

Also, at Christmas time, the Town hosted its second Santa Jeep parade. Beginning its route at Diamond Hill Park, there were several dozen jeeps and many excited spectators.

The Town continues to utilize social media, particularly Facebook, as a way to communicate with residents and engage the public. Over the course of the fiscal year, our Facebook page has seen nearly one million impressions (views), and over 100,000 engagements (interactions), and had an average daily reach of over 2,400 individuals.

Thank you.

Goals and Objectives



The purpose of local government is to do the people's business, and the Town of Cumberland has set several broad vision statements as well as long- and short-term goals. Throughout the year, the administration and department heads work together to establish these goals. This is accomplished through monthly staff meetings with the department heads, individual check-ins, and meetings throughout the budget process.

The Town of Cumberland also continuously tracks progress on previously set goals to ensure that initiatives and projects are seen to fruition. This section is split into two parts; in the first, you will see tracked progress on the goals outlined in the FY24 budget document. In the second part, you will find new goals for fiscal year 2025.

Broad Vision Statements

- Strive to make Cumberland a better place to live, work, and play.
- Place strong emphasis on community-based care and resources.
 - Strive for social and economic advancement and equity
- Advocate for strong, modern, and cutting-edge public safety strategies

PART ONE: PROGRESS ON GOALS FROM FISCAL YEAR 2024

<u>Immediate Goals and Priorities</u>		
Key Component	Objective From FY 2024 Budget	Progress Made
Diamond Hill Park Pump Track	<p>On February 1, 2023, the Town entered into an agreement with American Ramp Company to design and install the Pump Track.</p> <p>Now we will work with American Ramp Company to complete any necessary site work or permitting in order to begin the installation process.</p>	<p>American Ramp Company has completed the design process and are moving towards beginning construction.</p> <p>The construction is set to begin in the spring of 2024.</p>

Key Component	Objective From FY 2024 Budget	Progress Made
Diamond Hill Park Amphitheater Improvements	<p>The Town of Cumberland received a grant from Rhode Island Commerce to make necessary improvements to the Diamond Hill Park Amphitheater. The Town has contracted Pare Corporation to conduct the assessment and Ambient Sound to provide the equipment and manage the installation.</p> <p>It is the administration's intention to complete this project and close out the grant.</p>	<p>The administration achieved the goal of closing out this grant. All equipment has been installed.</p>
Diamond Hill Park Mural	<p>In order to continue to elevate the experience at Diamond Hill Park, the Town has commissioned the installation of public art. On April 19, 2023, the Town Council approved an agreement with Agonza to complete a nature-themed mural. Agonza's work is to begin imminently and should be completed for the summer season at the park.</p>	<p>Agonza completed her incredible mural "Hands at Nature" in the early summer.</p>
Diamond Hill Park Ski Lodge Demolition	<p>The Building Committee will continue to work with Saccoccio & Associates to complete all pre-demolition work and compile bidding documents in order to move this project to the construction phase this fiscal year.</p>	<p>The Diamond Hill Park Ski Lodge was demolished on March 18th, 2023. Tower Construction has been awarded the contract to complete the new building. They have begun their work.</p>
Amaral Building Construction	<p>The Building Committee will work through design approvals and bidding documents by the end of the calendar year and move into construction throughout this fiscal year.</p>	<p>There were delays related to getting design approval from Rhode Island Historical Preservation. The Building Committee is set to issue the RFP in May 2024.</p>

Contract Negotiations	The administration will be working with two of the Town's Collective Bargaining units this fiscal year to negotiate contracts – the International Brotherhood of Police Officers (Cumberland Police) and the Teamsters (Town Employees).	The Town has signed a Tentative Agreement with the Teamsters. There is a Tentative Agreement proposed for the IBPO.
Industrial Road	With much of the design and engineering work completed, it is the administration's intention to enter the construction phase of this project this year to alleviate the longstanding drainage issues.	The Town has continued work with Pare Corporation on the design of an improved drainage system on the roadway. The plan has been fully designed and currently awaits Okonite approval. Once approved, the intention is for construction to be completed within 2024.
ARPA Monies Distribution	The Town intends to continue its distribution of ARPA Funds in accordance with the Town Council's approved spending plan. Particular emphasis will be placed in infrastructure improvements and capital needs.	Utilizing the Town's Community Recovery Plan , we have continued to distribute funding including non-profit grants, public safety communications upgrades, and accessibility.
Grant Acquisition	The Town will continue to place emphasis on the acquisition of grant funding in order to be able to complete projects/initiatives outside of the general fund budget. Particular focus will be extended to grant opportunities that would allow the Town to begin to execute the Valley Falls/Lonsdale Economic Development and Social Equity Plan .	The Town has received over four million dollars in grant funding in the current FY24 year. Rhode Island Commerce awarded the Town funding for Street Scape improvements as part of the "Mill Village Mill" concept, derived from the Valley Falls/Lonsdale Economic Development and Social Equity Plan.

Long Term Goals and Priorities from FY 2024		
Key Component	Objective	Progress Made
School Construction	Work with the School Department and RIDE to see the \$83 million dollar school bond to completion. The final school improvements for this project should be completed in 2026-2027.	Progress continues to be made at schools across Town. This year ribbon cuttings were held at Community School and Garvin Elementary School to unveil improvements made there.
Valley Falls/Lonsdale Economic Development	4ward Consulting completed the Valley Falls/Lonsdale Economic Development and Social Equity Plan . There are several components to this work that the Town intends to execute over a multi-year approach. These include branding/wayfinding signage, façade improvements, zoning recommendations, and housing recommendations.	Rhode Island Commerce awarded the Town funding for streetscape improvements and wayfinding signage as part of the "Mill Village Mill" concept, derived from the Valley Falls/Lonsdale Economic Development and Social Equity Plan.
Ann + Hope	The Town, Planning Department, and Planning Board will work with Premier Development to see this project through the final approval stages and into construction. Construction will take several years and phases.	Progress on Ann & Hope has delayed due to the need for increased engineering related to drainage. This need was exacerbated by the increased rainfall and flooding this year.
Steeple & Stone	The Town, Planning Department, and Planning Board will work with ONE Neighborhood Builders to see this project through the final approval stages and into construction.	The Town of Cumberland submitted a CDBG Application on behalf of ONE Neighborhood Builders which was funded for \$500,000.

PART TWO: GOALS FOR FISCAL YEAR 2025

<u>Immediate Goals and Priorities</u>	
Key Component	Objective
Complete Diamond Hill Park Pump Track	The construction is set to begin in the spring of 2024. The Town will continue to work with Pare and American Ramp Company to see this to fruition, bringing an event ready space to the park.
Complete Diamond Hill Park Community Center	Tower Construction has completed the demolition of the existing Ski Lodge. Construction of the new building has begun as well as the associated drainage and sitework. It is anticipated that the entire project will be completed within FY25.
Construction of Amaral Building	The Amaral Building Committee is currently reviewing bid specifications for the rehabilitation and adaptive reuse of the space. Once the construction begins, the Town will be one step closer to opening the Community Health and Outreach Center.
Completion of Valley Falls Heritage Park Master Plan	Stoss is currently working on finalizing design options for Valley Falls Heritage Park. This will be incorporated into a new Master Plan for the space which outlines new uses and phasing recommendations for rehabilitation.
Complete ADA Self-Evaluation and Transition Plan	Recently, the Town Council approved a contract with Bureau Veritas to complete the Town's ADA Self-Evaluation and Transition Plan. This study will include analysis of all Town owned buildings, properties, and programs. The completion of this project is tied with the Town's overall goal of increasing accessibility.
Industrial Road	Pare Engineering has completed design work for an improved drainage system on Industrial Road. Pending approvals by stakeholders and any permitting, construction is set to begin and be completed within FY 25.
Municipal Road Paving Project	The Cumberland Town Council approved resolution 23-103 which authorized the Town to enter into a Municipal Road and Bridge Fund Agreement with the State of Rhode Island. Leveraging these funds with the Community Recovery (ARPA) fund allocation and the monetization of energy credits, the

	Town will be completing slightly over two million dollars in road paving.
Complete Broadband Upgrade	In December of 2023, the Town entered into an agreement with OSHEAN for a fiberoptic network infrastructure throughout Cumberland. This will enhance security and web filtering, increase resiliency, and improve internet speed and reliability. In FY 25 the installation of these infrastructure improvements will be completed, and the network will be live.

<u>Long-Term Goals and Priorities</u>	
Key Component	Objective
School Construction	The Town will continue to work with the School Department and Rhode Island's Department of Education to see the \$83 million dollar school construction bond to completion. The final school improvements for this project should be completed in 2026-2027.
Accessibility Improvements	Following the completion of the Town's self-evaluation and transition plan, it is the intention of the Town to create a long-term planning for removing accessibility barriers throughout Town, whether physical or programmatic. Portions of this plan will be created using the database created during the self-evaluation process, this will also allow the Town to track progress in real time.
Valley Falls/Lonsdale Economic Development	4ward Consulting completed the Valley Falls/Lonsdale Economic Development and Social Equity Plan . There are several components to this work that the Town intends to execute over a multi-year approach. These include branding/wayfinding signage, façade improvements, zoning recommendations, and housing recommendations.



Sara Brelsford
CHIEF OF STAFF

TOWN OF CUMBERLAND

OFFICE OF THE MAYOR

Jeffrey J. Mutter



Sarah King
COMMUNITY OUTREACH

To the Cumberland Town Council and our Residents:

In accordance with the Charter of the Town of Cumberland, I respectfully submit to you the Annual Budget for the Fiscal Year ending June 30, 2025. This is the third year we have presented the budget in this format, which we believe to be increasingly informative, transparent, and engaging. We hope you agree.

As you are aware, the budget process is a long one, and it requires patience and perseverance from all involved. As a Town, we continue to strive to be a healthier community. This budget proposal represents our attempts to balance the critical priorities for a healthy community while understanding the environment we live in and the challenges we all face.

As we explained last year, Fiscal Year 2024 brought with it the first payment associated with the \$ 83 million School Construction Bond, which was overwhelmingly approved in November 2018. A good deal of our budgetary practices over the past few years have been undertaken in preparation for the impact this investment would have on the overall municipal budget. The FY2024 payment was a little over 2.7 million dollars. This year the payment has increased to \$3.4 million. When that increase is coupled with less than anticipated state aid toward school construction the Fiscal Year 2025 Budget becomes extremely challenging.

Our goal was to make this payment without the need to exceed either the State Levy cap of 4% or the Town Rate Cap of 3%. This has been achieved in the proposed FY2025 Budget by multiple factors. They include an increased allocation from the established Debt Service Fund funded in 2022 and added to in 2023. This, along with continued strong tax collection performance, management of budgeted expenses, and collaboration with the School Department, has put us on the path to achieving the goal. It is important to recognize the additional state aid to education provided in FY2025 as well.

We recognize the pressures on everyone's budget during these economic times and this budget attempts to balance those pressures with approved obligations.

It is important to recognize while the Town is making these investments in our school facilities the School Department has continued its success and solidified its ranking as a top five school district. This budget brings into the discussion the use of the Department's fund balance as we negotiate through the increased capital costs while supporting the efforts of teaching and learning in the classroom. This will be a focal point of the budget deliberations and is not an easy task.

As we work together to adopt the FY2025 budget, I would like to take some time to highlight Cumberland's achievements and initiatives as well as outline the challenges that face our community.

Grant funding has proved to be a profound way to accomplish deferred maintenance projects throughout the Town without utilizing the general fund. Grant writer Lisa Andoscia has worked with the Town to find funding for some of our longstanding issues. In the FY2024 Budget Year, the Town was awarded \$ 4.5 million, and overall, the number exceeds \$ 9.7million. These funds have helped in our efforts at Diamond Hill Park, the Amaral Building, Public Safety Communications as well as playground construction, large-scale drainage improvements, to name just some examples.

We have appropriated energy credits to match a State grant to fund a little over \$ 2 million in road repairs slated to begin this spring without any budgetary impact. The Town has also appropriated \$ 900k for drainage repairs throughout Town as well as supporting small businesses and non-profits with grant programs through the Cumberland Community Recovery Fund.

The Town of Cumberland balances increased density with our beautiful preserved open spaces. These spaces provide both active and passive opportunities for residents. Therefore, we must budget for and prioritize the maintenance of these properties through capital improvement funds, field maintenance, and grant opportunities. Fiscal 2024 saw the Town partner with the Land Trust, Franklin Farm, DEM and EPA to make improvements and protect historical assets and increase opportunities for our residents.

Continuous work has been taking place at Diamond Hill Park to bring the park back to life for a new generation. The construction of the new Recreation Department Office, Community Center, Bike Pump Track and Pickleball Courts will be substantially under way this calendar year.

I look forward to meeting with the Town Council and hearing from the public in the coming days and weeks as we work together to adopt a budget that honors the positive efforts and the challenges of the Cumberland community while building on the pieces needed for our continued success.

Thank you.

A handwritten signature in black ink, appearing to read "Jeff Mutter".

Mayor Jeff Mutter

EXECUTIVE SUMMARY

The Fiscal 2025 Budget recognizes the significant financial issue facing the Town is funding additional debt service payments associated with the investment residents approved in 2018 for school construction throughout the district. The budget provides necessary Town services while not exceeding the state levy cap or the Town tax rate cap and still providing for this increase in debt service.

Positioning the Town to support the additional debt service required for Fiscal Years 2024 through 2026, while maintaining other services expected by town residents, will remain the Town's primary fiscal priority for the next two to three years. The Town has appropriated \$1.25 million to a Debt Service Fund. Due to the State's Housing Aid Revenue being delayed one year an additional \$850 thousand will be appropriated to soften the impact on the tax levy and associated rate. Also, due to that delay and the economic times we find ourselves in, we are asking for the School Department to appropriate additional fund balance for FY2025. The Department's fund balance stands at \$5.3 million at the end of FY2023.

The increased expenses in the proposed budget for fiscal year 2025, other than debt service, include fully funding the Pension and OPEB obligations at the 100% actuarially determined contribution. This represents an additional \$450 thousand due to the expected rate of return being lowered from 7.25% to 7.0%.

Healthcare costs have increased by 3%, and there are increased costs in trash collection and recycling which are contractually obligated. There are increased costs in public safety as we make progress in restoring the number of personnel in those departments to past levels. There are increased costs due to 2024 being an election year as well as collective bargaining costs associated with approved agreements.

The Fiscal year 2024 and 2025 Budgets both granted the recently approved legislation reducing tangible tax payments for a significant portion of our Town's small businesses.

The fiscal year 2025 budget proposal represents a proposed levy increase of \$ 2,104,773 or 2.90 percent, which equates to a proposed 2.84 percent tax rate increase. The tax levy process for the Fiscal Year 2025 Budget takes place in April of 2025, which allows a better historical understanding of the unsynchronized first quarter tax collection rate, which will drive the approved levy and rates for both personal property as well as real estate.

Acknowledgements



Every year, taking on the budget is a significant task, and it would not be possible to complete it without the assistance of so many people who help along the way. Therefore, I want to take a moment to acknowledge all of their efforts and time.

The Finance Department works with me daily to pore over the financial reports. Our Finance Director Melinda Brouillard who has been instrumental in helping with this document and maintaining our strong financial standing on a day-to-day basis.

Thank you to our Tax Assessor, Albert Wylie, who helps me crunch the assessment numbers every levy season.

Thank you to all of our Department Heads who submit their budgets and continue to do such great work, stretching dollars where they can, while never sacrificing their responsiveness or commitment to our residents.

Thank you to the School Department for our collaborative professional working relationship. Their successes are a source of pride for the community.

To all of these individuals, and many others, thank you.

Section Two: Structures and Processes

Form of Government

The Town operates under a Home Rule Charter which was adopted by the Town Charter Commission in 1978, became effective in 1980 and was amended in 1986, 1995, 2002, and 2018. The Charter provides for a mayor/council form of government with a seven-member Town Council headed by a council president. The Charter vests all legislative powers of the Town, except such powers as are reserved by State laws, in the Town Council, including ordering any tax, making appropriations, and transacting any other business pertaining to the financial affairs of the Town.

Five members of the Town Council are elected by Districts and the remaining two members are elected at large, all for a term of four years. The Charter grants the Town Council all powers to enact, amend, or repeal rules, ordinances and resolutions relating to the Town's property, affairs and government including the power to create offices, departments, or agencies of the Town, to preserve the public peace, health, and safety, to establish personnel policies, and to provide for an annual audit of the Town's accounts.

The Mayor is elected by a majority vote of the Town electorate for a four-year term. The Mayor is the chief executive officer and head of the administrative branch of government. The Charter grants the Mayor the authority to appoint or remove any officers or employees of the Town, subject to Town Council approval, to prepare and submit to the Town Council the annual budget and annual report of the Town, and to take such action as he may deem necessary for the health, safety, and security of the Town.

The Mayor is responsible for the administration of all departments, offices, and agencies except as otherwise provided in the Town Charter or by State law.

The Charter delegates certain financial responsibilities to the Finance Director who serves as the Treasurer, Auditor and Tax Collector. The Finance Director is appointed by the Mayor with the approval of the Town Council. Melinda Brouillard is the acting Finance Director.



Budgetary Process



The budget process begins in January, Department Heads are provided departmental request forms to complete, requesting the resources needed to sustain operational goals and advancements.

Once completed, these requests are returned to the Finance Director who compiles all requests in a working document that is used by the Mayor to draft the proposed budget. The Finance Director's recommendations are due no later than the third Monday in April.

The Mayor then proposes a budget which is due to the Town Council no later than the second Monday in May.

On the same day that the budget is submitted to the Council, copies are made available to the public, and the Mayor publishes a notice indicating the Town's intent to consider adopting a property tax levy in the newspaper.

The Council then must schedule two (2) public hearings to be held on separate days, and to be concluded no later than the first Monday in June.

The Council shall take two (2) separate votes, the second of which shall be taken no less than forty-eight (48) hours following the first. The Council shall have completed action on the final budget and shall submit it to the Mayor for his or her signature no later than the second Monday in June.

The Mayor shall, within seven (7) calendar days, either signify approval of the final budget by signing it or return it to the Council with a written statement of their objections. If they fail to sign or return the budget within the seven (7) days, it shall go into effect on July 1st without their signature.

After the budget passes, if there are any amendments that need to be made, the proposal can be considered by the Council after two public hearings and three separate public advertisements.

You
Got
This!

The Budget PROCESS

01

School Dept.

The School Department's Proposed Budget is due to the Finance Director and the Mayor on the first Monday in April. This year, that was:
April 1st, 2024.

Finance Director

The Finance Director's recommendations are due to the Mayor no later than the third Monday in April. This is when they begin going over departmental submissions. This year that was April 15th.

02

Mayor's Proposal

The Mayor's Proposed Budget (General Fund, Water Fund, Sewer Fund, and Recreation Fund) and the Tax Levy are due to the Council the second Monday in May. This year, May 13th.

03

The Budget PROCESS - CONT.

04

Public Hearings

The Council shall make provision for no less than two (2) public hearings to be concluded no later than the first Monday in June (June 3rd). This is the Public's chance to engage with the Council on the proposed budget.

Council Votes

The Council shall take two (2) separate votes no later than the second Monday in June (June 10th, 2024)

05

Signature

The Mayor shall, within seven (7) calendar days, either signify approval by signing it, or return it to the Council with a written statement of objections.

06

Section Three: Fund Structures and Financial Status

Fund Descriptions



A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific projects, activities, or objectives. The Town uses fund accounting to ensure and demonstrate compliance with several finance-related legal requirements. All the funds of the Town can be divided into three categories: **governmental, proprietary, and fiduciary funds**. Fiduciary funds for the Town consist of the private purpose trust funds and the agency funds. The proprietary funds for the Town include water, sewer, and recreation. All other activities of the Town are included in the governmental fund.

Fund Descriptions:

Governmental Funds	Most of the basic services provided by the Town are financed through governmental funds. These funds are reported using an accounting method called "modified accrual accounting", which measures cash, and all other financial assets that can be readily converted to cash.
Proprietary Funds	The Town maintains one proprietary fund. The Town uses its enterprise fund to account for its water operations. The accrual basis of accounting is used for the proprietary fund. Cumberland Water Department - The Town has a municipally owned water system.
Fiduciary Funds	Fiduciary funds are used to account for resources held for the benefit of

	parties outside the government. The Town is the trustee, or fiduciary, for certain assets that because of a trust arrangement can be used only for the trust beneficiaries and the agency fund.
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Funds Broken Out

Governmental Funds	<ul style="list-style-type: none"> • General Fund • School Unrestricted • Special Revenue Funds • Capital Project Funds • Community Recovery (ARPA)
Proprietary Funds	<ul style="list-style-type: none"> • Water Fund • Sewer Fund • Recreation Fund
Fiduciary Funds	<ul style="list-style-type: none"> • Police Pension Trust • OPEB Trust • Private Purpose Trust Funds • Agency Funds

Community Recovery (ARPA) Fund

Overview

The Town of Cumberland has been allocated \$10,540,351.60 dollars in American Rescue Plan Act (ARPA) Funding. On June 1st, 2022, the Cumberland Town Council approved resolution 22-45 which created the Cumberland Community Recovery Fund. This is a restricted fund that allows for appropriate tracking and monitoring of all expenditures through the ARPA program. This section of the budget is intended to outline the process the Town went through to earmark funds and what funds have been spent.

In order to transparently allocate funds, the Town of Cumberland conducted a survey of the public and held two public hearings to discuss what priorities existed for these funds. Based on those discussions and an analysis of the survey results, the Town in conjunction with HCH Enterprises wrote the [Community Recovery Spending Plan](#) which was first approved by the Council in December of 2022. Within this plan, spending is broken out into four primary categories. Within each category are several planned expenditures.

Categories within the Community Recovery Spending Plan

1. Strengthening the Public Health System
2. A Stronger More Equitable Community
3. Critical Infrastructure Improvements
4. Revenue Replacement and the Provision of General Government Services

<u>Strengthening the Public Health System</u>			
Project	Dollar Amount Allocated	Description	Spent to Date
Direct Patient Care Equipment	\$342,500	Procurement of training and emergency response equipment for Cumberland Emergency Medical Services.	\$341,765 <u>Physiologic Monitor/Defibrillator units</u> <u>Mechanical Ventilators</u> <u>CAE Healthcare</u>

			<u>American Rescue Simulation</u>
The Purchase of Personal Protective Equipment (PPE) for Paramedics	\$60,000	The town will purchase Personal Protective Equipment for paramedics.	Unexpended.
Funding for Domestic Violence Victim Support	\$130,000	Funding for a Domestic Violence Advocate to work with the Cumberland Police Department over a two year period.	Unexpended.
Installation of CDC-compliant Ventilation Systems	\$300,000	Procurement and installation of air filtration systems in public buildings where members of the public might be exposed to viral, bacterial, or chemical health hazards.	Unexpended.

<u>A Stronger More Equitable Community</u>			
Project	Dollar Amount Allocated	Description	Spent to Date
Small Business Grants	\$511,559	The town will establish a grant program to aid small businesses.	\$511,559 <u>Award Memo.</u>

Non-Profit Assistance Program	\$60,000	The town will establish a grant program to aid non-profits.	\$60,000 <u>Award Memo.</u>
Franklin Farmhouse Project	\$165,000	The Town will provide funding for Phase II of the Franklin Farm Farmhouse Project.	\$165,000 (Encumbered) The Town has not spent any of these funds, but through <u>resolution 23-84</u> encumbered the funds.
Eviction Diversion Initiatives	\$50,000	The town will provide residents with cash assistance to pay necessary expenses to avoid eviction.	Unexpended.
Food Pantry Programming	\$125,000	The Town will provide grant assistance to food pantries operating in Cumberland.	\$125,000 <u>Support to NRI Food Pantry and Lighthouse</u>
Boys and Girls Club of Northern Rhode Island	\$350,000	This project will improve and renovate the club's indoor swimming pool.	\$350,000 (Encumbered, not spent) <u>Resolution 22-104</u>
Repair and Renovations of Playgrounds	\$500,000	Playground improvements at BF Norton and Community School.	\$483,105.62 <u>BF Norton - 116,493</u> <u>Community-366,612</u>
Public Parks Improvements	\$935,000	This project will create a community facility for broad public use. The facility will support recreational events, educational programming,	\$41,345 for work done at the <u>Ruth Carpenter Memorial Garden.</u>

		cultural performances, and concerts. Additionally, the Town will make improvements to public parks throughout the Town including local public gardens	
ADA Self Evaluation and Transition Plan	\$166,856	The Town will complete the ADA Self-Evaluation and Transition plan by completing an inventory of all Town-owned properties and Town managed programs.	\$166,856 (Encumbered, not spent) <u>Resolution 24-47</u>

<u>Critical Infrastructure Improvements</u>			
Project	Dollar Amount Allocated	Description	Spent to Date
Abbott Street Pump Station	\$500,000	The station, a pneumatic ejector, has been in service for approximately 25 years. Due to repeated equipment failures and the lack of available replacement parts, the Department of Public Works (DPW) has elected to replace the station with a new underground duplex submersible pumping station.	\$500,000 (Encumbered) \$16,600 (Spent) The Town engaged BETA for engineering and <u>Ferreira</u> as the contractor.

Water Infrastructure	\$600,000	The town will replace aging water infrastructure throughout the Town of Cumberland. A complete priority list of system components to be replaced is being developed.	The Town had expended funds from this allocation for the emergency repairs on Mendon Road. The Town received a reimbursement of \$343,360 from the Interlocal Trust for this. Subsequently, the Town expended \$289,543 to J.H. Lynch for the construction of an emergency spillway at Rawson Pond.
Sidewalk Infrastructure	\$750,000	Repair existing sidewalk infrastructure and identify areas to construct new infrastructure.	Unexpended.
Drainage	\$900,000	This project will install a new drainage system in a major industrial commercial park to improve stormwater management in the park. Additionally, the Town will install a new wastewater treatment system at the Pascale Highway Garage.	\$95,574
Municipal Road Repair	\$625,000	This funding will provide the match for the Municipal Road and Bridge Repair program through the state.	\$625,000 (Encumbered) These funds were encumbered

		This will allow the Town to pave 2M worth of roadways.	through Resolution 24-31
Public Safety Radio Enhancements	\$500,000	The town will construct two additional radio transmitter/relay sites to improve the interdepartmental communications between Police, Fire, EMS, and the town's telecommunications dispatchers.	\$440,332 Funds paid to CyberComm and Motorola .
Broadband Infrastructure	\$300,000	The proposal includes 100% fiber optic infrastructure, consolidated administration, applications, and systems. Enhanced security and web filtering, resiliency, and redundancy, while also increasing speed and reliability.	\$273,432 (Encumbered) These funds were encumbered through Resolution 23-118

<u>Revenue Replacement</u>			
Project	Dollar Amount Allocated	Description	Spent to Date
School Security	\$300,000	In collaboration with the School District, the town will conduct a comprehensive evaluation of security needs in all of the town's schools and will upgrade security as needed.	Unexpended.

Assistance to Fire Department	\$500,000	Transfer of funds to the town's independent fire department for the purpose of supporting the procurement of needed capital equipment.	\$30,360 The Town has engaged Pare for a structural assessment of the Cumberland Hill Station floor.
Purchase of Vehicles	\$800,000	The town will conduct a comprehensive review of its DPW vehicle fleet and replace vehicles as needed.	\$744,278
Contribution to OPEB Account	\$900,000	The town will make a one-time contribution into its Other Post-Employment Benefits Accounts (OPEB).	Unexpended.

The Town is currently holding the remaining funding for contingencies. That amounts to \$149,436.60.

Debt and Long-Term Obligations

The Town issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for both general government and proprietary activities, as well as to refund previously outstanding general obligation bonds. General obligation bonds pledge the full faith and credit of the Town.

The Town's maximum aggregate indebtedness under Rhode Island General Laws 45-12-2 is limited to 3% of the total assessed value, with certain exemptions. The assessed value of the Town's properties at December 31, 2021, was \$5,713,939,322, limiting the amount of non-exceptioned debt outstanding to \$171,142,833. At June 30, 2023, the Town had \$16,335,000 outstanding subject to the limit.

The Town's obligations are highlighted below, per the recently completed audited financial statements.

TOWN OF CUMBERLAND, RHODE ISLAND

NOTES TO BASIC FINANCIAL STATEMENTS

FOR THE YEAR ENDED JUNE 30, 2023

NOTE 7 - LONG-TERM OBLIGATIONS (CONTINUED)

A summary of long-term obligations as of June 30, 2023, is as follows:

	Beginning Balance	Additions	Retirements	Ending Balance	Amounts Due Within One Year
Governmental Activities:					
Bonds, notes, loans, and capital leases payables:					
Bonds payable	\$ 18,555,000	\$ --	\$ 2,220,000	\$ 16,335,000	\$ 2,070,000
Notes and loans payable	14,895,475	--	2,009,475	12,886,000	1,996,000
Capital leases payable	6,180,754	--	1,341,121	4,839,633	1,379,244
Plus amortized premium bonds and loans	1,262,171	--	164,815	1,097,356	--
Total bonds, notes, loans, and capital leases payable	40,893,400	--	5,735,411	35,157,989	5,445,244
Other liabilities:					
Deferred salary	150,270	--	50,448	99,822	50,448
Compensated absences	2,548,308	1,350,632	1,925,064	1,973,876	197,388
Net OPEB liability	19,018,237	1,731,950	--	20,750,187	--
Net pension liability	62,669,929	8,726,314	--	71,396,243	--
Other commitments	107,100	--	17,850	89,250	17,850
Governmental Activities Long-Term Liabilities	\$ 125,387,244	\$ 11,808,896	\$ 7,728,773	\$ 129,467,367	\$ 5,710,930
Business-Type Activities:					
Loans payable	\$ 15,633,730	\$ --	\$ 903,729	\$ 14,730,001	\$ 899,730
Capital lease payable	323,532	--	104,942	218,590	107,818
Total bonds and loans payable	15,957,262	--	1,008,671	14,948,591	1,007,548
Compensated absences	99,364	42,633	38,274	103,723	10,372
Business-Type Activities Long-Term Liabilities	\$ 16,056,626	\$ 42,633	\$ 1,046,945	\$ 15,052,314	\$ 1,017,920

TOWN OF CUMBERLAND, RHODE ISLAND

NOTES TO BASIC FINANCIAL STATEMENTS

FOR THE YEAR ENDED JUNE 30, 2023

NOTE 7 - LONG-TERM OBLIGATIONS (CONTINUED)

Issued Through Public Sale Purpose Governmental Activities:	Date Issued	Interest Rate	Maturity Date	Authorized and Issued	Outstanding June 30, 2022	New Issues	Maturities During Year	Outstanding June 30, 2023
Governmental Activities:								
Open Space/Recreation Bond	8/28/2013	3.00%-5.00%	2/01/2033	\$ 3,500,000	\$ 2,335,000	\$ --	\$ 170,000	\$ 2,165,000
School Bond (Refunding)	8/28/2013	3.00%-5.00%	2/01/2023	2,370,000	235,000	\$ --	235,000	\$ --
Road Improvements	11/30/2011	3.00%-6.25%	11/01/2031	2,500,000	1,250,000	\$ --	125,000	1,125,000
Road Improvements	10/29/2015	3.00%-5.00%	10/01/2025	2,380,000	1,265,000	\$ --	295,000	970,000
Public Safety Complex	3/22/2018	3.00%-5.00%	3/15/2038	12,500,000	11,160,000	\$ --	490,000	10,670,000
School and Town (Refunding)	9/24/2014	2.00%-4.00%	3/15/2026	7,630,000	2,310,000	\$ --	905,000	1,405,000
<i>Total Governmental Activities</i>				<u>30,880,000</u>	<u>18,555,000</u>	\$ --	2,220,000	16,335,000
<i>Total Bonds Payable</i>				<u>\$ 30,880,000</u>	<u>\$ 18,555,000</u>	\$ --	\$ 2,220,000	\$ 16,335,000

TOWN OF CUMBERLAND, RHODE ISLAND

NOTES TO BASIC FINANCIAL STATEMENTS

FOR THE YEAR ENDED JUNE 30, 2023

NOTE 7 - LONG-TERM OBLIGATIONS (CONTINUED)

Loans Payable

Issued Through Public Sale Purpose Governmental Activities:	Date Issued	Interest Rate	Maturity Date	Authorized and Issued	Outstanding June 30, 2022	New Issues	Maturities During Year	Outstanding June 30, 2023
Governmental Activities:								
Issued Through Public Sale:								
School RIHEBC - Refunding	11/26/2016	2.00 - 5.00%	5/15/2028	\$ 17,230,000	\$ 11,160,000	\$ --	\$ 1,645,000	\$ 9,515,000
<i>Total Governmental Activities - issued through Public Sale</i>				<u>17,230,000</u>	<u>11,160,000</u>	\$ --	\$ 1,645,000	\$ 9,515,000
Issued Through Direct Borrowing:								
Lambert Property Note	5/01/1997	2.59%	6/01/2023	190,000	97,475	\$ --	97,475	\$ --
RJ Infrastructure Bank	9/03/2014	.12-2.48%	5/15/2028	518,000	393,000	\$ --	26,000	367,000
RIIB EBF Street Lights	12/05/2017	1.368-2.176%	9/01/2028	1,343,000	964,000	\$ --	130,000	834,000
RIIB Road and Bridge	4/22/2020	.83-2.27%	9/01/2039	2,500,000	2,281,000	\$ --	111,000	2,170,000
<i>Total Governmental Activities - Issued through Direct Borrowing</i>				<u>4,551,000</u>	<u>3,735,475</u>	\$ --	\$ 364,475	\$ 3,371,000
<i>Total Governmental Activities</i>				<u>21,781,000</u>	<u>14,895,475</u>	\$ --	\$ 2,009,475	\$ 12,886,000
Business-Type Activities								
Issued Through Direct Borrowing:								
RI Clean Water Sewer Loan	3/10/1993	3.56%	9/01/2036	3,000,000	2,320,613	\$ --	128,454	2,192,159
RIIB Safe Drinking Water	6/12/2018	1.0-2.85%	9/01/2037	4,000,000	3,493,000	\$ --	176,000	3,317,000
RI Clean Water Loan	11/19/2009	1.15-4.04%	9/01/2030	5,750,000	2,373,259	\$ --	225,037	2,148,222
RI Infrastructure Bank	12/17/2015	31-2.90%	9/01/2035	1,750,000	1,245,858	\$ --	74,238	1,171,620
RIIB Safe Drinking Water	6/30/2020	36-2.49%	9/01/2039	4,000,000	3,812,000	\$ --	188,000	3,624,000
2020 B RIIB Safe Drinking Water	10/01/2020	.49-2.81%	9/01/2040	2,500,000	2,389,000	\$ --	112,000	2,277,000
<i>Total Business-Type Activities</i>				<u>21,000,000</u>	<u>15,633,730</u>	\$ --	\$ 903,729	\$ 14,730,001
<i>Total Loans Payable</i>				<u>\$ 42,781,000</u>	<u>\$ 30,529,205</u>	\$ --	\$ 2,913,204	\$ 27,616,001

NOTE 7 - LONG-TERM OBLIGATIONS (CONTINUED)

At June 30, 2023, scheduled annual debt service requirements to maturity for general obligation bonds are as follows:

Issued Through Public Sale Fiscal Year Ending June 30,	Governmental Activities		
	General Obligation Bonds		
	Principal	Interest	
2024	\$ 4,066,000	\$ 1,199,255	
2025	3,486,000	1,020,956	
2026	3,625,000	870,019	
2027	3,190,000	721,627	
2028	3,325,000	571,979	
2029-2033	6,096,000	1,654,111	
2034-2038	5,066,000	565,550	
2039-2040	367,000	7,253	
	\$ 29,221,000	\$ 6,610,750	

Fiscal Year Ending June 30,	Business-Type Activities		
	Issued Through Public Sale		
	Principal	Interest	
2024	\$ 922,894	\$ 390,560	
2025	941,875	369,606	
2026	963,760	347,155	
2027	988,229	323,035	
2028	1,011,099	297,203	
2029-2033	4,849,888	1,056,898	
2034-2038	4,117,256	419,399	
2039-2041	935,000	32,311	
	\$ 14,730,001	\$ 3,236,167	

At June 30, 2023, scheduled annual debt service requirements to maturity for governmental capital leases are as follows:

Fiscal Year Ended June 30,	Lease Payment Requirements	
2024	\$ 1,535,010	
2025	1,299,823	
2026	1,299,823	
2027	536,060	
2028	357,911	
Thereafter	223,705	
Total minimum lease payments	5,252,332	
Less: Amount representing interest cost	(412,699)	
Present value of minimum lease payments	\$ 4,839,633	

Bond Rating and Outlook



Standard and Poor's Global Ratings assigned its '**AA+** long term rating' to Cumberland, R.I.'s issue of 2018A general obligation (GO) bonds and affirmed its 'AA+' rating on the town's outstanding GO debt. The outlook is stable.

This rating is reflective of an assessment of the Town's financial standing and practices that found:

- Very strong economy, with access to a broad and diverse metropolitan statistical area (MSA);
- Strong management, with "good" financial policies and practices under our Financial Management Assessment (FMA) methodology;
- Adequate budgetary performance, with a slight operating deficit in the general fund and an operating deficit at the total governmental fund level in fiscal 2017;
- Strong budgetary flexibility, with an available fund balance in fiscal 2017 of 13.7% of operating expenditures;
- Very strong liquidity, with total government available cash at 19.6% of total governmental fund expenditures and 3.4x governmental debt service, and access to external liquidity we consider strong;
- Very strong debt and contingent liability position, with debt service carrying charges at 5.8% of expenditures and net direct debt that is 57.9% of total governmental fund revenue, as well as low overall net debt at less than 3% of market value and rapid amortization, with 65.3% of debt scheduled to be retired in 10 years, but a large pension and other postemployment benefit (OPEB) obligation; and
- Strong institutional framework score.

Over the last fiscal years, Cumberland has maintained reserves in excess of the town ordinance's minimum 10% of operating revenues in the general fund. The school department maintains a policy of moving reserves in excess of

4% to the school department's capital projects reserve.

Section Four: Revenue Details

24-15A
TOWN OF CUMBERLAND, RI
ADOPTED BUDGET
FISCAL YEAR 2024/2025
GENERAL FUND - REVENUE

**AN ORDINANCE ESTABLISHING THE OPERATING BUDGET FOR THE TOWN OF
CUMBERLAND'S GENERAL FUND FOR FISCAL YEAR 2024-2025**

THE TOWN OF CUMBERLAND ORDAINS:

THE OPERATING BUDGET FOR FISCAL YEAR 2024-25 IS AS FOLLOWS:

REVENUE	ADJUSTED	ADJUSTED	ADOPTED	MAYOR PROPOSED	COUNCIL ADOPTED
	BUDGET FY 2022	BUDGET FY 2023	BUDGET FY 2024		
GENERAL REVENUE					
PROPERTY TAXES	71,235,670	69,114,806	71,354,563	72,899,116	72,899,116
REVENUE STABILIZATION FUND		700,000	700,000	700,000	700,000
LICENSES, PERMITS & FEES	1,779,996	2,225,465	1,963,096	2,238,096	2,238,096
EMS REVENUE	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000
EMS DETAIL REVENUE		7,500	7,500	7,500	7,500
INTEREST ON TAXES	350,000	200,000	300,000	215,000	215,000
INVESTMENT INCOME	175,000	390,000	150,000	250,000	250,000
MISCELLANEOUS	127,500	218,000	115,000	115,000	115,000
COMMUNITY PROGRAMS INCOME	272,900	-	-	-	-
RECYCLING REBATE	-	-	-	-	-
WATER FUND SERVICES	85,000	85,000	85,000	85,000	85,000
SEWER FUND SERVICES	40,000	40,000	40,000	40,000	40,000
INTERFUND TAX INTEREST	45,000	-	-	-	-
SCHOOL NON-MOE/CAPITAL	700,000	-	-	-	-
RECORDING FEES	285,000	300,000	300,000	225,000	225,000
CELL TOWER REVENUE	35,000	20,000	-	-	-
PAYMENT IN LIEU OF TAXES-PILOT	50,630	50,630	50,630	50,630	50,630
IMPACT FEE REVENUE	-	-	-	-	-
BOND PREMIUM	-	-	-	-	-
POLICE DETAIL	135,000	185,000	215,000	215,000	215,000
ARPA FUNDS TRANSFER	-	450,000	450,000	450,000	450,000
SCHOOL CAPITAL PROJECTS TRANSFER	-	300,000	300,000	300,000	300,000
REVALUATION FUND TRANSFER	-	300,000	-	-	-
OCYL PROGRAM FUND TRANSFER	-	-	30,000	30,000	30,000
DEBT SERVICE FUND TRANSFER	-	-	650,000	1,011,225	1,011,225
APPROP. FROM G/F SURPLUS	710,576	350,000	350,000	350,000	350,000
TOTAL	77,277,272	76,186,401	78,310,789	80,431,567	80,431,567
LIBRARY RECEIPTS					
TOTAL	338,514	343,599	373,926	380,311	380,311
SCHOOL RECEIPTS					
STATE AID	20,545,315	21,763,315	23,876,165	25,976,632	25,976,632
SCHOOL MISC.	4,152,949	3,515,000	3,653,000	1,730,000	1,730,000
MASTER LEASE PROCEEDS	518,000	266,000	97,000	-	-
APPROP. FROM SCHOOL SURPLUS	1,089,372	1,265,000	700,000	2,056,775	2,056,775
TOTAL	26,305,636	26,809,315	28,326,165	29,763,407	29,763,407
STATE AID & GRANTS					
INCENTIVE AID	-	-	-	-	-
GENERAL STATE AID	-	-	-	-	-
MOTOR VEHICLE PHASE OUT	2,641,329	6,073,468	6,073,468	6,073,468	6,073,468
MUNICIPAL TANGIBLE EXEMPTION				505,000	505,000
SCHOOL HOUSING AID	1,244,281	1,469,042	3,450,683	2,086,682	2,086,682
LIBRARY HOUSING AID	-	28,753	-	-	-
TELEPHONE TAX	415,103	415,003	433,343	433,343	433,343
TOTAL	4,300,713	7,986,266	9,957,494	9,098,493	9,098,493
TOTAL REVENUE	108,222,135	111,325,581	116,968,374	119,673,778	119,673,778

TOWN OF CUMBERLAND, RI
ADOPTED BUDGET
FISCAL YEAR 2024/25
GENERAL FUND - EXPENDITURE

GENERAL FUND (EXPENDITURE):

	ADJUSTED BUDGET FY 2022	ADJUSTED BUDGET FY 2023	ADOPTED BUDGET FY 2024	DEPT. REQUEST	MAYOR PROPOSED FY 2025	COUNCIL ADOPTED
ANIMAL CONTROL	142,931	180,421	172,474	201,768	186,518	186,518
BOARD OF CANVASSING	96,258	125,411	103,911	161,519	161,519	161,519
COURTS	105,834	117,200	112,584	126,284	126,284	126,284
FINANCE	796,142	882,784	871,941	937,736	937,736	937,736
HIGHWAY	3,337,796	3,411,980	3,543,910	3,970,787	3,825,427	3,825,427
HUMAN RESOURCES	122,418	115,755	127,058	131,273	131,273	131,273
INSPECTIONS	369,453	399,904	323,849	428,083	423,083	423,083
LIBRARY	1,771,894	1,795,796	1,879,140	1,897,336	1,891,332	1,891,332
MAYOR'S OFFICE	303,042	321,747	267,420	281,454	280,204	280,204
OCYL	262,900	266,087	321,551	329,788	329,788	329,788
PLANNING	280,566	307,786	317,794	331,089	329,089	329,089
PUBLIC WORKS	3,223,084	3,190,105	3,351,454	3,626,645	3,520,650	3,520,650
RECREATION	590,666	377,371	396,394	451,424	450,024	450,024
SENIOR SERVICES	339,303	351,272	372,424	425,368	376,568	376,568
SOLICITOR	263,885	353,168	285,856	280,815	278,365	278,365
TAX ASSESSORS	327,927	263,240	299,911	349,088	349,088	349,088
TOWN CLERK	336,260	313,079	397,319	448,734	448,734	448,734
TOWN HALL	284,971	273,546	300,998	324,317	323,417	323,417
TOTAL TOWN DEPARTMENTS	12,955,330	13,046,655	13,445,990	14,703,508	14,369,099	14,369,099
EMS	2,689,954	2,850,879	3,054,278	3,140,520	3,102,520	3,102,520
POLICE	6,002,463	6,123,881	6,649,320	6,930,719	6,795,219	6,795,219
EMERGENCY MANAGEMENT	-	-	7,500	7,500	7,500	7,500
TELECOMMUNICATIONS	592,342	580,090	580,833	708,296	708,296	708,296
TOTAL PUBLIC SAFETY	9,284,759	9,554,850	10,291,931	10,787,034	10,613,534	10,613,534
INFORMATION TECHNOLOGY	107,000	107,000	149,624	186,232	186,232	186,232
TOTAL ADMINISTRATION	107,000	107,000	149,624	186,232	186,232	186,232
AFLAC FLEX SPENDING MAINT. FEE	-	-	-	-	-	-
CPD RETIREMENT	2,584,826	2,626,567	2,689,635	3,027,780	3,027,780	3,027,780
EMS RETIREMENT	-	-	-	-	-	-
OPEB TRUST	1,358,764	1,454,189	1,491,532	1,606,052	1,606,052	1,606,052
WORKERS COMP	275,000	275,000	200,000	205,000	205,000	205,000
HSA UPLOAD	-	-	185,586	-	180,699	180,699
RETIREE HEALTHCARE	-	-	-	-	-	-
TOTAL FRINGE	4,218,590	4,355,756	4,566,753	4,838,832	5,019,531	5,019,531
TOWN COUNCIL	127,000	129,754	118,754	52,754	117,754	117,754
TOWN OFFICERS	4,521	4,867	4,867	4,867	4,867	4,867
TOTAL TOWN COUNCIL	131,521	134,621	123,621	57,621	122,621	122,621
BOARD OF ASSESSMENT REVIEW	900	900	900	900	900	900
CONSERVATION COMMISSION	-	-	-	-	-	-
HISTORIC DISTRICT COMMISSION	500	500	500	500	500	500
PARKS AND RECREATION COMMISSION	-	-	-	-	-	-
PLANNING BOARD	5,500	5,500	5,500	5,500	5,500	5,500
ZONING BOARD	17,500	19,600	20,856	20,855	20,855	20,855
TOTAL BOARDS AND COMMISSIONS	24,400	26,500	27,756	27,755	27,755	27,755

TOWN OF CUMBERLAND, RI
ADOPTED BUDGET
FISCAL YEAR 2024/25
GENERAL FUND - EXPENDITURE

GENERAL FUND (EXPENDITURE) - CONTINUED:

EXPENDITURES	ADJUSTED BUDGET 2022	ADJUSTED BUDGET 2023	ADOPTED BUDGET 2024	DEPT. REQUEST	MAYOR PROPOSED FY 2025	COUNCIL ADOPTED
BOYS AND GIRLS CLUB	37,500	37,500	37,500	37,500	37,500	37,500
CUMBERLAND LAND TRUST	1,000	1,000	1,000	1,000	1,000	1,500
CUMBERLAND SCHOOL VOLUNTEERS	1,000	1,000	1,000	1,000	1,000	1,000
CUMBERLANDFEST	2,500	2,500	2,500	2,500	2,500	-
FRANKLIN FARM GRANT MATCH	15,000	15,000	15,000	15,000	15,000	17,000
HAPPY BASKETS PROGRAM	2,500	2,500	2,500	2,500	2,500	2,500
HOUSE OF COMPASSION	1,500	1,500	1,500	1,500	1,500	1,500
JAMSA MOUNTAIN BIKE	2,000	-	-	-	-	-
NORTHERN RI FOOD PANTRY	2,000	2,000	20,000	20,000	20,000	20,000
SENIOR SERVICES INC.	6,000	6,000	6,000	-	-	-
VETERANS OBSERVANCE	2,500	2,500	2,500	2,500	2,500	2,500
VETERANS SERVICES	2,000	2,000	2,000	2,000	2,000	2,000
MASON BUILDING	10,000	10,000	10,000	10,000	10,000	10,000
ARNOLD MILLS PARADE ASSOCIATION	-	2,500	2,500	2,500	2,500	2,500
BLACKSTONE VALLEY TOURISM COUNCIL				2,500	2,500	2,500
BLACKSTONE RIVER WATERSHED COUNCIL	-	2,500	2,500	2,500	2,500	2,500
TOTAL COMMUNITY OUTREACH	85,500	88,500	106,500	103,000	103,000	103,000
 BUDGET RESERVES	25,000	25,000	25,000	25,000	25,000	25,000
BUILDING REPAIR CONTINGENCY	25,000	25,000	25,000	25,000	25,000	25,000
CASUALTY AND LIABILITY INSURANCE	500,000	540,000	590,000	700,000	555,000	555,000
CHAMBER OF COMMERCE	-	-	800	825	825	825
ECONOMIC DEVELOPMENT/GRANT WRITER	-	-	60,000	60,000	60,000	60,000
EFFICIENCY SAVINGS	-	-	-	-	-	-
DEPARTMENTAL SOFTWARE	-	-	161,830	-	-	-
GENERAL CONTINGENCIES	50,000	50,000	50,000	50,000	50,000	50,000
CAPITAL IMPROVEMENTS - LEASE, TOWN	293,618	293,618	293,618	774,412	275,477	275,477
SPECIAL ELECTION COSTS	-	-	31,800	-	-	-
PROPERTY REVALUATION	-	451,000	40,000	72,500	-	-
RI LEAGUE OF CITIES AND TOWNS			18,500	17,616	19,000	19,000
SEVERANCE	100,000	200,000	180,000	-	125,000	125,000
TOTAL TOWN GENERAL EXPENSES	993,618	1,584,618	1,476,548	1,725,353	1,135,302	1,135,302
 PAYING AGENT AND ADVISOR FEES	15,000	15,000	15,000	15,000	15,000	15,000
SCHOOL BONDS - DEBT INTEREST	721,713	475,000	3,143,658	3,788,785	3,300,010	3,300,010
SCHOOL BONDS - DEBT PRINCIPAL	2,720,000	-	-	2,203,519	2,203,519	2,203,519
SCHOOL BONDS FROM IMPACT FEES	(155,000)	(155,000)	(155,000)	-	(155,000)	(155,000)
TAX ANTICIPATION NOTES	89,500	89,500	89,500	89,500	100,000	100,000
TOWN BONDS - DEBT INTEREST	814,546	1,381,054	1,236,680	639,906	639,905	639,905
TOWN BONDS - DEBT PRINCIPAL	1,628,178	4,132,000	4,077,949	1,451,000	1,451,000	1,451,000
TOTAL DEBT SERVICE	5,833,937	5,937,554	8,407,787	8,187,710	7,554,434	7,554,434
 TOTAL TOWN	33,634,655	34,836,054	38,596,509	40,617,044	39,131,507	39,131,507
 CAPITAL IMPROVEMENTS - LEASES	693,283	868,114	868,114	1,092,312	868,114	868,114
SCHOOL NON-MOE/CAPITAL	700,000	300,000	300,000	300,000	300,000	300,000
OTHER CONTRIBUTIONS - EDUCATION	26,305,636	26,809,315	28,326,165	29,274,632	29,274,632	29,274,632
SCHOOL DEPARTMENT - ACHIEVEMENT	-	253,000	-	-	-	-
TOWN CONTRIBUTION - EDUCATION	47,056,398	48,156,398	48,877,586	50,399,526	50,099,525	50,099,525
TOTAL SCHOOL DEPARTMENT	74,755,317	76,386,827	78,371,865	81,066,470	80,542,271	80,542,271
 TOTAL GENERAL FUND	108,389,972	111,222,881	116,968,374	121,683,514	119,673,778	119,673,778

TOWN OF CUMBERLAND
ADOPTED FY25
REVENUE BUDGET
FISCAL YEAR 2024/2025

as of:

	FY 2022		FY 2023		FY 2024		APPROVED FY25	
	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE	MAYOR PROPOSED	COUNCIL ADOPTED
REIMBURSE 2017 MV ARTICLE 11		-						
Property Taxes 2000 & PRIOR								
Property Taxes 2001	-	(6.79)						
Property Taxes 2002		-						
Property Taxes 2003								
Property Taxes 2004								
Property Taxes 2005		218.63		510.53				
Property Taxes 2006		221.79		571.49				
Property Taxes 2007		227.50		659.90				
Property Taxes 2008		240.51		522.14				
Property Taxes 2009		1,305.09		302.10				
Property Taxes 2010		1,519.99		480.38		196.44		
Property Taxes 2011		941.81		918.39		688.99		
Property Taxes 2012		1,131.16		1,062.87		786.96		
Property Taxes 2013	2,000.00	1,388.31		808.33		834.14		
Property Taxes 2014	5,000.00	4,890.03	2,000.00	962.24		1,044.21		
Property Taxes 2015	10,000.00	3,702.42	5,000.00	2,546.67	2,000.00	1,166.95		
Property Taxes 2016	15,000.00	8,337.29	10,000.00	1,924.50	5,000.00	1,046.47	2,000.00	2,000.00
Property Taxes 2017	25,000.00	10,144.74	15,000.00	26,570.35	10,000.00	416.47	5,000.00	5,000.00
Property Taxes 2018	50,000.00	25,037.87	25,000.00	100,134.25	15,000.00	2,408.64	10,000.00	10,000.00
Property Taxes 2019	145,000.00	167,759.81	50,000.00	12,478.70	25,000.00	2,439.33	15,000.00	15,000.00
Property Taxes 2020	700,000.00	717,273.74	145,000.00	26,111.58	50,000.00	4,186.24	25,000.00	25,000.00
Property Taxes 2021	34,979,734.00	24,674,528.04	700,000.00	525,519.36	145,000.00	20,128.88	50,000.00	50,000.00
Property Taxes 2022	35,303,936.00	46,756,242.67	33,141,476.00	24,232,980.87	700,000.00	315,964.17	145,000.00	145,000.00
Property Taxes 2023			35,021,330.00	44,682,907.18	34,328,789.00	23,969,229.28	700,000.00	700,000.00
Property Taxes 2024					36,073,774.00	559,836.66	34,914,703.00	34,914,703.00
Property Taxes 2025							37,032,413.00	37,032,413.00
TOTAL ANNUAL TAXES:	\$ 71,235,670.00	\$ 72,375,104.61	\$ 69,114,806.00	\$ 69,617,971.83	\$ 71,354,563.00	\$ 24,880,373.83	\$ 72,899,116.00	\$ 72,899,116.00

	FY 2022		FY 2023		FY 2024		APPROVED FY25	
	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE	MAYOR PROPOSED	COUNCIL ADOPTED
Interest & Penalty on Taxes	320,000.00	341,283.12	200,000.00	250,103.13	300,000.00	160,014.53		
Interfund Tax Interest	45,000.00	-	-	-	-			
Payments in Lieu of Taxes	50,630.00	56,419.22	50,630.00	57,602.22	50,630.00	55,694.00		
TOTAL OTHER TAX FEES:	\$ 415,630.00	\$ 397,702.34	\$ 250,630.00	\$ 307,705.35	\$ 350,630.00	\$ 215,708.53	\$ 265,630.00	\$ 265,630.00

	FY 2022		FY 2023		FY 2024		APPROVED FY25	
	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE	MAYOR PROPOSED	COUNCIL ADOPTED
Liquor Licenses - Town Clerk	36,000.00	33,570.00	36,000.00	32,865.00	36,000.00	29,275.00		
Dog Licenses - Town Clerk	5,000.00	5,298.00	5,000.00	6,453.00	5,000.00	1,664.00		

Business Cert/Tradename - Town Clerk		3,225.00		3,500.00		1,000.00		
Businesses Licences - Town Clerk							-	
Marriage Licenses - Town Clerk		1,032.00		1,056.00		856.00		
Land Disturbance Permits	1,000.00	1,100.00	1,000.00	700.00	1,000.00	400.00		
Fishing and Hunting								
Entertainment License		3,730.00		3,765.00		3,600.00		
Other Licenses	30,000.00	26,385.00	30,000.00	28,553.16	30,000.00	26,145.00		
Building Permits - Public Works	400,000.00	485,562.18	550,000.00	580,418.00	400,000.00	402,737.00		
TOTAL LICENSES & PERMITS:	\$ 472,000.00	\$ 559,902.18	\$ 622,000.00	\$ 657,310.16	\$ 472,000.00	\$ 432,482.00		
							\$ 572,000.00	\$ 572,000.00

	FY 2022		FY 2023		FY 2024		APPROVED FY25	
	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE	MAYOR PROPOSED	COUNCIL ADOPTED
Misc (Easement, Assessor copies) Fees								
Land Evidence Recording Fees	285,000.00	375,602.42	300,000.00	241,979.43	300,000.00	160,895.71		
Vital Record Fees	30,000.00	29,873.00	30,000.00	38,213.00	30,000.00	26,469.00		
Certified Copies/Copies		1,932.10		2,033.70		724.30		
Coin Operated Rec	2,500.00							
Restoration Document Fee								
Real Estate Conveyance Tax	400,000.00	691,467.07	700,000.00	672,766.13	425,000.00	564,530.87		
Development Review Fees	15,000.00	8,952.00	10,000.00	8,625.00	15,000.00	8,875.00		
Tax Sale Fees - Tax Collections	10,000.00	4,123.02	5,000.00	4,809.70	10,000.00	4,351.15		
Tax Redemption Fees - Tax Collections	3,000.00	6,578.78	12,000.00	16,207.50	3,000.00	675.00		
Municipal Lien Certificate Fees	40,000.00	40,288.45	15,000.00	20,808.87	40,000.00	15,976.55		
Copy Fees - Tax Assessors								
Fingerprinting Fees - CPD	45,000.00	611.00	80,000.00	1,905.00	-	2,710.00		
VIN Checks Fees - CPD		80,890.00		90,610.00	80,000.00	66,895.00		
Accident Reports Fees - CPD		4,497.25		4,200.01		4,540.60		
Passport Fees - CPD				78.00				
Other (Subpoena etc.) Fees - CPD		994.02		1,011.26		1,768.23		
Background Check Fees - CPD		4,851.28		3,955.00		3,305.00		
Master Lease Revenue CPD						765,000.00		
RITT Share of GDR Fee		(16,378.04)						
Medical Records Processing Fees - EMS								
Zoning Certificate Fees - Inspections	5,000.00	7,764.35	5,000.00	2,400.00	5,000.00	950.00		
Zoning Application Fees - Inspections			3,500.00	3,850.00	14,500.00	1,750.00		
Tech Fee - Inspections		12,660.00	10,000.00	13,295.00		9,525.00		
Late Filing Fees - Inspections		5,680.00	250.00	250.00				
Mechanical Permit - Inspections								
Plumbing Permit - Inspections								
Solar Permit - Inspections								
Road Opening Fees - Public Works	15,000.00	24,770.00	18,000.00	19,381.30	15,000.00	4,725.57		
Copy Fees - Public Works						150.00		
National Grid Rebate								
Planning Department Fees	2,000.00	5,741.49	2,000.00	2,252.54	2,000.00	1,209.60		
Misc. Revenue/Exp	20,000.00	10,101.37	113,000.00	126,964.13	10,000.00	82,389.37		
Library Fees - Library	30,000.00	20,026.14	6,000.00	13,551.87	20,000.00	23,254.15		
TOTAL FEES:	\$ 902,500.00	\$ 1,321,025.70	\$ 1,309,750.00	\$ 1,289,147.44	\$ 969,500.00	\$ 1,750,670.10	\$ 1,079,500.00	\$ 1,079,500.00

	FY 2022		FY 2023		FY 2024		APPROVED FY25	
	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE	MAYOR PROPOSED	COUNCIL ADOPTED
Town Share of Fines - Municipal Court	115,000.00	136,796.30	55,000.00	83,030.23	115,000.00	99,881.14		
Town Share of Court Costs	-							
Town Share of Penalties	-							
RITT Share of Court Costs	-	(16,378.04)						
RITT Share of Enhanced Court Costs								
EMS Distribution - Municipal Court								
Dog License Surcharges – Town Clerk	-							
Liquor License Violations – Town Clerk								
Petitioner Adv Costs – Town Clerk								
Probate Court Fees – Town Clerk	35,000.00	36,439.55	35,000.00	43,064.58	30,000.00	45,028.36		
Housing Court Fees	1,500.00		-					
Zone Change/Road Aband. Petitions		5,600.00		3,600.00				
Return Check Fee - Finance		2,050.50		675.00		1,150.00		
TOTAL SERVICE/COSTS/PENALTIES:	\$ 151,500.00	\$ 164,508.31	\$ 90,000.00	\$ 130,369.81	\$ 145,000.00	\$ 146,059.50	\$ 145,000.00	\$ 145,000.00

	FY 2022		FY 2023		FY 2024		APPROVED FY25	
	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE	MAYOR PROPOSED	COUNCIL ADOPTED
Proceeds from Land Sale	-	-						
Investment Income	175,000.00	204,394.03	390,000.00	553,523.78	150,000.00	391,276.90		
Impact Fees	-	-						
Bond Proceeds/Highland Avenue Sidewalks	-							
TOTAL INVESTMENT INCOME:	\$ 175,000.00	\$ 204,394.03	\$ 390,000.00	\$ 553,523.78	\$ 150,000.00	\$ 391,276.90	\$ 250,000.00	\$ 250,000.00

	FY 2022		FY 2023		FY 2024		APPROVED FY25	
	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE	MAYOR PROPOSED	COUNCIL ADOPTED
Sewer Fund Services Revenue	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00			
Water Fund Services Revenue	85,000.00	85,000.00	85,000.00	85,000.00	85,000.00			
EMS Billing Revenue - EMS	1,250,000.00	1,141,259.10	1,250,000.00	1,127,374.22	1,250,000.00			
Legal Settlement Revenue	-							
EMS Detail Revenue - EMS		12,183.12	7,500.00	7,409.87	7,500.00	7,763.67		
Misc. EMS Revenue/Master Lease		-		72.00		715,564.00		
Police Detail	135,000.00	185,000.00	185,000.00	185,000.00	215,000.00			
School Resource Office Reimbursement	80,000.00	80,000.00	80,000.00	80,000.00	80,000.00			
TOTAL DEPARTMENT REVENUE:	\$ 1,590,000.00	\$ 1,543,442.22	\$ 1,647,500.00	\$ 1,524,856.09	\$ 1,677,500.00	\$ 723,327.67	\$ 1,677,500.00	\$ 1,677,500.00

	FY 2022		FY 2023		FY 2024		APPROVED FY25	
	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE	MAYOR PROPOSED	COUNCIL ADOPTED
Verizon Wireless - Rent	-	-						
Cell Phone Towers - Rent	35,000.00	-	20,000.00	-	-	-		
Sprint PCS	-	-						
MetroPCS	-	-						
T Mobile Tower		30,769.49	-	32,313.36		24,235.02		
AT&T Comm Tower		-						

American Tower	-	-									
Misc Rents		46,100.00		-	100.00			100.00			
Verizon Tower Rent											
Pascale Property	25,000.00	27,500.00	25,000.00	19,500.00	25,000.00	25,150.00					
TOTAL RENT REVENUE:	\$ 60,000.00	\$ 104,369.49	\$ 45,000.00	\$ 51,913.36	\$ 25,000.00	\$ 49,485.02					
							\$ 25,000.00	\$ 25,000.00			

	FY 2022		FY 2023		FY 2024	
	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE
Motor Vehicle Phase Out	2,641,328.93	2,641,328.93	6,073,468.00	6,073,469.01	6,073,468.00	6,073,469.01
Municipal Tangible Property Tax Exemption	-					
Library Resource Aid	308,514.00	311,765.00	337,599.00	337,599.00	353,926.00	266,232.75
Library Construction Aid	-	29,843.53	28,753.00	28,756.00		32,062.30
Public Service Corporation Tax	415,103.00	433,343.20	415,003.00	479,585.25	433,343.00	
Meals & Beverage Tax/ Hotel Tax	591,496.00	600,085.96	622,715.00	646,267.81	706,596.00	556,232.75
Housing Aid Capital Projects - School	1,244,281.00	1,182,710.00	1,469,042.00	1,503,604.03	3,450,683.00	2,695,068.00
Housing Aid Bonded Debt - School	-	199,572.85				
Incentive Aid	-					
Master Lease	518,000.00	330,857.41	266,000.00	-	97,000.00	10,436.00
School Misc	4,152,949.00	-	3,515,000.00	-	3,653,000.00	
Contribution from School	1,089,372.00		1,265,000.00	-	700,000.00	
School Aid - Formula	20,545,315.00	21,167,933.00	21,763,315.00	22,130,533.01	23,876,165.00	19,987,702.00
TOTAL STATE AID:	\$ 31,506,358.93	\$ 26,897,439.88	\$ 35,755,895.00	\$ 31,199,814.11	\$ 39,344,181.00	\$ 29,621,202.75

APPROVED FY25	
MAYOR PROPOSED	COUNCIL ADOPTED
6,073,468.00	6,073,468.00
505,000.00	505,000.00
350,311.00	350,311.00
433,343.00	433,343.00
706,596.00	706,596.00
2,086,682.00	2,086,682.00
1,730,000.00	1,730,000.00
2,056,775.00	2,056,775.00
25,976,632.00	25,976,632.00

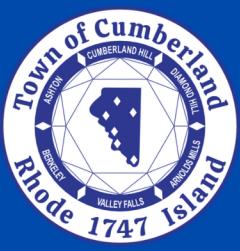
	FY 2022		FY 2023		FY 2024	
	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE
Aprop from G/F Surplus	710,576.00		350,000.00	-	350,000.00	
Revenue Stabilization Fund	-		700,000.00	-	700,000.00	
School Non-MOE/Capital	700,000.00		-			
ARPA Funds Transfer			450,000.00	-	450,000.00	
School Capital Projects Fund Transfer			300,000.00	-	300,000.00	
Revaluation Fund Transfer			300,000.00	300,000.00		
Debt Service Fund Transfer					650,000.00	
OCYL Program Fund Transfer						30,000.00
TOTAL APPROPRIATIONS/TRANSFERS:	\$ 1,410,576.00	\$ -	\$ 2,100,000.00	\$ 300,000.00	\$ 2,480,000.00	\$ -

APPROVED FY25	
MAYOR PROPOSED	COUNCIL ADOPTED
350,000.00	350,000.00
700,000.00	700,000.00
450,000.00	450,000.00
300,000.00	300,000.00
1,011,225.00	1,011,225.00
30,000.00	30,000.00
\$ 2,841,225.00	\$ 2,841,225.00

	FY 2022		FY 2023		FY 2024	
	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE
Summer Camp Fee - Recreation	85,000.00	1,104.71				
Tucker Field Misc Revenue - Recreation	-					
Winter Sports Fees - Recreation	-					
Halloween Fun Day - Recreation	-					
Summer Camp Trip Fees - Recreation						
Ballfield Rentals - Recreation		14,075.00				
Adult Tennis Fees - Recreation	-	1,190.00				
Volleyball Fees - Recreation		220.00				
Golf Fees - Recreation						

Section Five: General Government Expense Detail

MUNICIPAL AND PROBATE COURTS



ORGANIZATIONAL CHART



DEPARTMENTAL OVERVIEW

Probate court is a specialized type of court that deals with the property and debts of a person who has died. The basic role of the probate court judge is to assure that the deceased person's creditors are paid, and that any remaining assets are distributed to the proper beneficiaries.

Municipal court is a court of law with jurisdiction limited to a Town or other municipality. It typically addresses violations of Town ordinances.

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
COURTS - #013

as of: 05/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Salary Courts Clerk	44,425.00	51,280.15	51,151.10	53,338.25	52,434.20	44,695.96	54,563.60	54,563.60	54,563.60
Municipal Court Judge	7,021.00	8,606.92	8,318.96	7,871.02	8,318.96	6,559.18	8,318.96	8,318.96	8,318.96
Salary Probate Court Judge	8,105.00	7,824.43	8,104.98	8,292.02	8,104.98	6,702.19	8,104.98	8,104.98	8,104.98
Overtime	-	-	-	-	-	-	-	-	-
MERS Defined Benefit	5,978.00	6,156.88	5,529.43	6,308.44	4,535.56	4,379.59	4,719.75	4,719.75	4,719.75
TIAA-CREF Contribution	-	-	511.51	-	524.34	-	545.64	545.64	545.64
FICA	3,399.00	4,919.95	5,169.49	5,066.41	5,267.65	4,233.88	5,430.55	5,430.55	5,430.55
Medicare	-	-	-	-	-	-	-	-	-
Unemployment	-	-	-	-	-	-	-	-	-
Workers Compensation	-	-	-	-	-	-	-	-	-
TDI	-	-	-	-	-	-	-	-	-
Health Insurance ER	23,599.00	20,420.18	24,542.67	23,167.68	23,862.71	21,874.16	24,339.97	24,339.97	24,339.97
Health Insurance EE	(2,000.00)	(1,999.92)	(1,999.92)	(2,076.84)		(1,692.24)	(1,999.92)	(1,999.92)	(1,999.92)
HSA Cost				4,000.00			4,000.00	4,000.00	4,000.00
Dental ER	1,155.00	1,155.12	1,166.64	1,155.12	1,155.12	1,058.86	1,155.12	1,155.12	1,155.12
Dental EE	(238.00)	(238.42)	(238.42)	(247.59)	(238.42)	(201.74)	(238.42)	(238.42)	(238.42)
Life Insurance	590.00	894.00	894.00	894.00	894.00	745.00	894.00	894.00	894.00
Advertising	-	-	-	-	-	-			
Dept. Software & Licenses	11,000.00	11,316.00	11,000.00	7,730.00		9,535.00	11,800.00	11,800.00	11,800.00
Dues & Subscriptions	150.00	164.75	150.00	197.75	225.00	271.95	650.00	650.00	650.00
Education and Training	-	-	-	-	-	-	-	-	-
Mileage Reimbursement	-	-	-	-	-	-	-	-	-
Office Computer Equipment	650.00	234.33	1,060.00	1,064.67	1,000.00				
Office Supplies	1,250.00	1,411.91	840.00	761.71	1,250.00	1,045.98	1,250.00	1,250.00	1,250.00
Postage	750.00	1,511.87	1,000.00	701.25	750.00	838.11	750.00	750.00	750.00
Travel & Conventions	-	-	-	-	-	-	-	-	-
NEW Record Archives	-	-	-	-	4,500.00	4,673.52	4,000.00	4,000.00	4,000.00
TOTALS	\$ 105,834	\$ 113,658	\$ 117,200	\$ 118,224	\$ 112,584	\$ 104,719.40	\$ 126,284.15	\$ 126,284.15	\$ 126,284.15

Salary and Benefits Breakdown - Courts

	FY 2024		FY 2025
Courts Clerk	\$ 52,434.20	\$	54,563.60
Municipal Court Judge	\$ 8,318.96	\$	8,318.96
Probate Court Judge	\$ 8,104.98	\$	8,104.98
	\$ 68,858.14	\$	70,987.54
Employee Co-Share	\$ (1,999.92)	\$	(2,000)
Health	\$ 23,862.71	\$	24,339.97
HSA Upload	\$ 4,000.00	\$	4,000.00
Dental	\$ 1,155.12	\$	1,155.12
FICA	\$ 5,267.65	\$	5,430.55
Retirement	\$ 4,535.56	\$	4,719.75
Life Insurance	\$ 894.00	\$	894.00
	\$ 37,715.12	\$	38,539.47

Totals: \$ 106,573.26 \$ 109,527.01

BOARD OF CANVASSERS



ORGANIZATIONAL CHART



DEPARTMENTAL OVERVIEW

The Board of Canvassers Department is responsible for maintaining procedures relating to the registration of voters, developing and maintaining annual list of voters. It also process absentee voter applications, administers election recounts and holds hearings.

DEPARTMENTAL OUTPUTS

Elections: 2023 Special & General Election, 2024 Presidential Primary

Early Voting: Town Hall



EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Board of Canvassers - #015

as of: 05/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Salaries	38,821.00	43,921.38	41,718.30	44,194.66	41,718.30	41,082.38	48,944.03	48,944.03	48,944.03
Stipend: Board	-	-	3,000.00		3,000.00	-	3,000.00	3,000.00	3,000.00
Overtime	-	-	2,200.00	1,596.59	-	1,459.55	-	-	-
Longevity	2,525.00	-	300.00	300.00	300.00				
Teamster Clothing Allowance									
MERS Defined Benefit	4,759.00	5,268.24	4,757.78	5,525.39	3,634.58	3,816.01	2,202.48	2,202.48	2,202.48
TIA-CREF Contribution	-	-	417.18	-	417.18		300.00	300.00	300.00
Retirement/Severance	-	-	-		-		4,424.17	4,424.17	4,424.17
FICA	3,163.00	3,105.66	3,366.98	3,530.86	3,214.40	3,007.03	489.44	489.44	489.44
Medicare	-	-	-		-		-	-	-
Unemployment	-	-	-		-		3,912.71	3,912.71	3,912.71
Workers Compensation	-	-	-		-		-	-	-
TDI	-	-	-		-		-	-	-
Health Insurance ER	20,985.00	19,580.52	21,824.15	20,363.76	20,974.67	19,226.79	21,394.17	21,394.17	21,394.17
Health Insurance EE	(2,000.00)	(1,999.92)	2,000.00	(2,076.84)		(1,710.16)	(1,999.92)	(1,999.92)	(1,999.92)
HSA Upload			-	6,000.00			4,000.00	4,000.00	4,000.00
Dental ER	1,155.00	1,155.12	1,166.64	1,155.12	1,155.12	1,058.86	1,155.12	1,155.12	1,155.12
Dental EE	-	-	-	-	-	-	-	-	-
Life Insurance	-	447.00	460.41	447.00	447.00	372.50	447.00	447.00	447.00
Advertising	500.00	-	200.00	1,627.70	1,200.00	2,306.55	2,000.00	2,000.00	2,000.00
Capital Leases	-	-	-		-				
Dept Software & Licenses	-	-	-		200.00	100.00	250.00	250.00	250.00
Dues & Subscriptions	-	-	-		-				
Education & Training	-	-	-	55.00					
Furniture & Fixtures	250.00	249.92	-		150.00				
Mileage Reimbursement	100.00	-	-	235.00	350.00	430.65	2,500.00	2,500.00	2,500.00
Office Computer Equipment	-	-	-	247.47	250.00				
Office Supplies	1,000.00	1,190.44	2,000.00	2,094.91	2,000.00	736.03	2,200.00	2,200.00	2,200.00
Postage	5,000.00	12,337.03	5,000.00	6,293.12	5,000.00	16,252.92	9,000.00	9,000.00	9,000.00
Misc. Elections Costs	20,000.00	16,446.60	-	371.94	4,000.00	7,895.22	2,500.00	2,500.00	2,500.00
Travel & Conventions	-	-	-		-	-	-		
Stipend: Election Workers	-	-	35,000.00	34,474.83	15,000.00	31,075.00	40,000.00	40,000.00	40,000.00
Rentals	-	-	2,000.00	2,142.02	900.00	2,100.00	3,000.00	3,000.00	3,000.00
Polworker Meals			-				6,200.00	6,200.00	6,200.00
Board of Canvassers Election Day Staff		-					2,000.00	2,000.00	2,000.00
Early Voting Staff		-					5,600.00	5,600.00	5,600.00
TOTALS	\$ 96,258.00	\$ 101,701.99	\$ 125,411.44	\$ 128,578.53	\$ 103,911.26	\$ 129,209.33	\$ 161,519.12	\$ 161,519.12	\$ 161,519.12

Salary and Benefits Breakdown - Board of Canvassers

	FY 2024		FY 2025
Canvassing Clerk	\$ 41,718.30	\$	48,944.03
Board Stipends	\$ 3,000.00	\$	3,000.00
Teamster Clothing Allowance		\$	300.00
Longevity	\$ 300.00	\$	2,202.48
	\$ 45,018.30	\$	54,446.51
Employee Co-Share	\$ (2,000.00)	\$	(1,999.92)
Health	\$ 20,974.67	\$	21,394.17
HSA Upload	\$ 6,000.00	\$	4,000.00
Dental	\$ 1,155.12	\$	1,155.12
FICA	\$ 3,214.40	\$	3,912.71
Retirement	\$ 3,634.58	\$	4,424.17
Life Insurance	\$ 447.00	\$	447.00
	\$ 33,425.78	\$	33,333.25

Totals: **\$ 78,444.08** **\$ 87,779.76**

HUMAN RESOURCES



ORGANIZATIONAL CHART



HUMAN RESOURCES DIRECTOR
CELESTE BEAUPARLANT

DEPARTMENTAL OVERVIEW

The Human Resources Department provides consistent, effective, and efficient human resource management by developing and implementing policies, programs, and services that contribute to attaining Town and employee goals.

Functions include, but are not limited to:

Recruitment of qualified applicants;
Employment and orientation services;
Update and administer employee benefits programs;
Personnel policy development and administration.

DEPARTMENTAL GOALS - FY 2025

- Setup and complete online training for employees thru Beacon Mutual University
- Provide opportunities for Cross Training
- Revise and complete the HR Guideline Handbook
- Revise HR related forms
- Look for opportunities for HR related trainings



PROGRESS FOR THE HUMAN RESOURCES OFFICE - FY 2024 GOALS



GOAL ONE:

Update revisions to the handbook; send out a revised version to all executive staff members and post to the Town's webpage.

In coordination with the Solicitor's Office and various Town Departments, the Employee Handbook has been revised and adopted by the Cumberland Town Council.

The updated handbook is available for review in person or on the Town's Website.

GOAL TWO:

Complete review of issues related to the Police Pension portal

Various administrative issues have been resolved and the transition to Nyhart has been completed

GOAL THREE:

Set up and complete cybersecurity training for staff members.

Cybersecurity training has been assigned and completed. This is an ongoing goal and trainings will continue to be assigned where appropriate.

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Human Resources - #020

as of: 5/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAJOR'S PROPOSED	COUNCIL ADOPTED
Salaries	85,000.00	73,086.54	77,879.10	80,237.96	79,825.20	67,551.40	83,046.60	83,046.60	83,046.60
Overtime	-	-				-		-	-
Longevity	-	-				-		-	-
Cell Phone Stipend	600.00	500.00	600.00	600.00	600.00	550.00	600.00	600.00	600.00
Mileage Stipend	-	-						-	-
Retirement/Severance	-	-						-	-
MERS Defined Benefit	8,963.00	8,701.62	8,418.73	9,782.01	6,904.88	6,666.76	7,183.53	7,183.53	7,183.53
TIAA-CREF Contribution	-	-	778.79		798.25		830.47	830.47	830.47
FICA	5,958.00	5,341.70	5,957.75	5,847.30	6,106.63	4,935.46	6,311.54	6,311.54	6,311.54
Medicare	-	-						-	-
Unemployment	-	-						-	-
Workers Compensation	-	-						-	-
TDI	-	-						-	-
Health Insurance ER	19,940.00	18,563.80	21,148.88	23,217.68	23,862.71	21,874.16	24,339.97	24,339.97	24,339.97
Health Insurance EE	(2,000.00)	(3,538.55)	(4,000.10)	(4,153.95)		(3,384.70)	(4,000.10)	(4,000.10)	(4,000.10)
HSA Upload	-	-		4,000.00			4,000.00	4,000.00	4,000.00
Dental ER	1,155.00	1,058.86	1,166.64	1,155.12	1,155.12	1,058.86	1,155.12	1,155.12	1,155.12
Dental EE	(238.42)	(220.08)	(238.42)	(247.59)	(238.42)	(201.74)	(238.42)	(238.42)	(238.42)
Life Insurance	590.00	748.00	894.00	894.00	894.00	745.00	894.00	894.00	894.00
Advertising	300.00	783.83	1,000.00	7,285.63	5,000.00	(512.51)	5,000.00	5,000.00	5,000.00
Capital Leases	-	-							
Dept Software & Licenses	-	-							
Dues & Subscriptions	-	-							
Education & Training	500.00	-	500.00		500.00	80.00	500.00	500.00	500.00
Furniture and Fixtures	-	-							
Maintenance Agreements	-	-							
Mileage Reimbursement	-	-							
Office Computer Equipment	-	-							
Office Improvements	-	-							
Office Supplies	1,000.00	396.79	1,000.00	378.23	1,000.00	148.84	1,000.00	1,000.00	1,000.00
Postage	150.00	264.64	150.00	119.01	150.00	124.87	150.00	150.00	150.00
Printer Lease & Maintenance	-	-							
Printer Usage	-	-							
Professional Services	-	-							
Office Equipment & Repairs	500.00	219.28	500.00		500.00	90.24	500.00	500.00	500.00
TOTALS	\$ 122,417.58	\$ 105,906.43	\$ 115,755.37	\$ 129,115.40	\$ 127,058.37	\$ 99,726.64	\$ 131,272.81	\$ 131,272.81	\$ 131,272.81

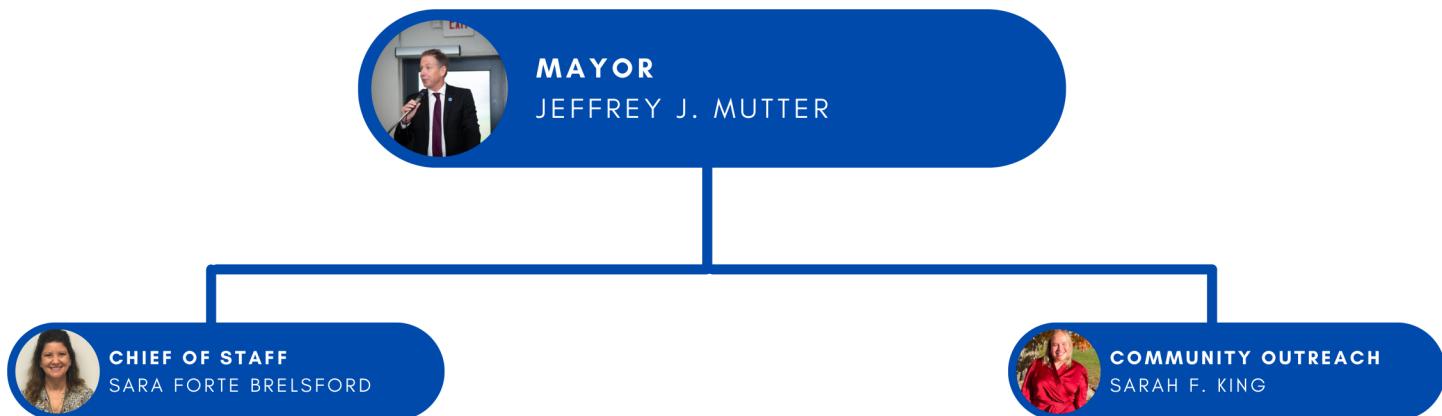
Salary and Benefits Breakdown - Human Resources

	FY 2024	FY 2025
Director	79,825.20	83,046.60
	<hr/> \$ 79,825.20	<hr/> \$ 83,046.60
Employee Co-Share	(4,000.10)	(4,000.10)
Health	23,862.71	24,339.97
HSA Upload	4,000.00	4,000.00
Dental	1,155.12	1,155.12
FICA	6,106.63	6,311.54
Retirement	6,904.88	7,183.53
Life Insurance	894.00	894.00
	<hr/> \$ 38,923.24	<hr/> \$ 39,884.07
Totals:	\$ 118,748.44	\$ 122,930.67

MAYOR MUTTER'S OFFICE



ORGANIZATIONAL CHART



DEPARTMENTAL OVERVIEW

The Mayor's Office prioritizes making Cumberland a healthier community in all facets.

The office provides administrative management, policy direction, and oversight of municipal operations.

Emphasis is placed on a commitment to being responsive and transparent, providing quality, innovative, and effective services while building positive relationships with employees and residents.

DEPARTMENTAL GOALS - FY 2025

- Completion of the new Community Center at Diamond Hill Park as well as the associated site work.
- Begin construction on the Amaral Building.
- Secure contracts for all ARPA related funding.
- Complete ADA Self-Evaluation and Transition Plan.



PERFORMANCE MEASURES FOR THE MAYOR'S OFFICE - FY 2023 GOALS



GOAL ONE:

Continue work to revitalize Diamond Hill Park, including amphitheater improvements, installation of a pump track, and construction of the new community center.

Amphitheater improvements have been completed! This includes the installation of public artwork, a structural assessment, new lighting, and sound equipment.



The existing ski lodge has been demo'd and construction on the new building has begun.

Design work has been completed at the Pump Track and construction is set to begin in the spring.



GOAL TWO:

Complete bidding and begin construction on the Amaral Building.

There were delays related to getting design approval from Rhode Island Historical Preservation. The Building Committee is set to issue the RFP in May 2024.

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
MAYOR'S OFFICE - #010

as of: 5/10/2024

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Salaries	210,051.10	210,672.57	216,739.02	217,602.32	219,728.72	187,003.79	227,574.22	227,574.22	227,574.22
Overtime		-	-		-		-	-	-
Longevity		-	-		-		-	-	-
Cell Phone Stipend	1,200.00	1,100.00	1,200.00	1,350.00	1,800.00	1,650.00	1,800.00	1,800.00	1,800.00
Mileage Stipend		-	-				-	-	-
Retirement/Severance		-	-		-		-	-	-
MERS Defined Benefit	13,846.00	13,692.00	13,105.96	14,823.58	10,486.30	10,360.74	11,164.94	11,164.94	11,164.94
TIAA-CREF Contribution		-	1,212.39	-	1,212.29		1,278.68	1,278.68	1,278.68
FICA	16,069.00	16,219.02	16,580.53	16,638.06	16,579.75	14,282.32	17,179.93	17,179.93	17,179.93
Medicare	-	-	-				-	-	-
Unemployment	-	874.50	-				-	-	-
Workers Compensation	-	-	-				-	-	-
TDI	-	-	-				-	-	-
Health Insurance ER	-	(3,712.76)	8,791.47	5,985.20	9,246.89	8,476.27	9,431.78	9,431.78	9,431.78
Health Insurance EE	-	-	(1,999.92)	(1,384.56)		(1,846.08)	(1,999.92)	(1,999.92)	(1,999.92)
HSA Upload	-	-	2,000.00	2,000.00			2,000.00	2,000.00	2,000.00
Dental ER	-	357.84	2,333.28	1,416.70	357.84	1,386.88	1,512.96	1,512.96	1,512.96
Dental EE	-	(71.00)	(147.68)	(76.68)	(73.84)	(263.67)	(312.26)	(312.26)	(312.26)
Life Insurance	2,676.00	2,682.00	2,682.00	2,682.00	2,682.00	2,235.00	2,682.00	2,682.00	2,682.00
Advertising	-	-	-						
Capital Leases	-	-	-						
Dept. Software & Licenses	600.00	-	1,600.00	327.85			2,742.00	2,742.00	2,742.00
Dues & Subscriptions	600.00	183.00	600.00	-			-		
Education and Training	-	-	-				-		
Furniture and Fixtures	1,500.00	637.45	1,000.00	1,161.02	1,000.00	109.96	1,500.00	1,500.00	1,500.00
Maintenance Agreements	-	-	-				-		
Mileage Reimbursement	-	-	-				-		
Office Computer Equipment	2,000.00	221.16	1,000.00	87.98	1,000.00	172.43	1,000.00	1,000.00	1,000.00
Office Improvements	1,000.00	368.00	1,000.00	-	1,000.00	-	1,000.00	750.00	750.00
Office Supplies	1,200.00	1,037.83	1,200.00	654.02	1,200.00	822.26	1,500.00	1,500.00	1,500.00
Postage	-	70.89	50.00	94.03	100.00	73.48	150.00	150.00	150.00
Printer Lease & Maintenance	-	-	-				-		
Printer Usage	1,000.00	-	1,000.00	-	1,000.00		1,000.00	-	-
Professional Services	-	-	-				-		
Office Equipment and Repairs	-	-	-				-		

Vehicle Repair	-	58.22	-		100.00	55.00	250.00	250.00	250.00
Travel & Conventions	-	-	-						
Grant Writer	48,000.00	40,000.00	48,000.00	44,000.00		50,000.00	60,000.00	60,000.00	60,000.00
NRI Chamber of Commerce	800.00	800.00	800.00	800.00		825.00	825.00	825.00	825.00
Vehicle Replacement	-				-				
Employee Appreciation	2,500.00	1,143.68	3,000.00	700.75			-		
TOTALS	\$ 303,042.10	\$ 286,334.40	\$ 321,747.05	\$ 308,862.27	\$ 267,419.94	\$ 275,343.38	\$ 281,454.24	\$ 280,204.24	\$ 280,204.24

Salary and Benefits Breakdown - Mayor's Office

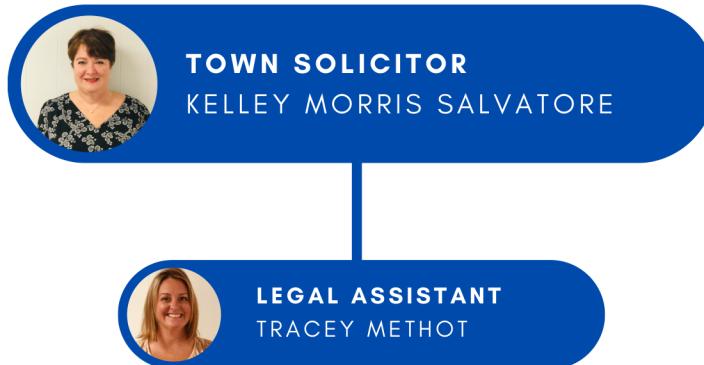
	FY 2024	FY 2025
Mayor	95,500	95,500
Chief of Staff	65,229	67,868
Community Outreach Coordinator	56,000	61,207
Healthcare Buy Back	3,000	3,000
	<hr/> \$ 219,729	<hr/> \$ 227,574
Employee Co-Share	(2,000)	(2,000)
Health	9,247	9,432
HSA Upload	2,000	2,000
Dental	358	1,513
FICA	16,580	17,180
Retirement	10,486	11,165
Life Insurance	2,682	2,682
	<hr/> \$ 39,353	<hr/> \$ 41,972

Totals: **\$ 259,081.57** **\$ 269,545.90**

SOLICITOR'S OFFICE



ORGANIZATIONAL CHART



DEPARTMENTAL OVERVIEW

In her role, Kelley serves as the legal advisor to the Mayor, Town Council and all other departments, offices, and agencies of the Town of Cumberland. She ensures that all Town Ordinances are complied with by providing guidance to the Town Council on all legal matters.

As the Confidential Legal Assistant, Tracey works closely with the Town Solicitor to provide support to all Town Departments and assists in the resolution and ordinance routing process for the Town Council Meetings.

DEPARTMENTAL GOALS

- Continue monitoring new legislation affecting municipalities, specifically land use legislation.



PROGRESS ON FY 2024 GOALS - SOLICITOR'S OFFICE



GOAL ONE: Establish periodic check-in calls with the development-related departments in order to review the status of ongoing projects.

Town Solicitor meets with Director of Planning on a weekly basis to review Planning and Planning-related projects. Town Solicitor is contacted by other development-related departments (i.e., building, zoning, engineering, sewer, water, highway) as needed. A technical review committee is established to coordinate review among all development-related departments.

GOAL TWO: Review the distinction between RFPs and RFQs and revise the relevant documentation associated with both.

The Town Solicitor and the Purchasing Agent's Office work closely to ensure that all RFPs and RFQs are appropriate for distribution. We should further review our standard template documents in the next Fiscal Year.

GOAL THREE: Establish a standard procedure and best practices for APRA requests

Through collaboration with the Town Clerk's office, the Solicitor and Legal Assistant have solidified a streamlined process for APRA requests that ensures timely responses.

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
SOLICITOR'S OFFICE - #014

as of: 05/06/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Salaries	162,618.00	167,316.48	165,870.64	136,323.60	150,448.40	117,530.29	152,395.80	152,395.80	152,395.80
Overtime	-	-	-	-				-	-
Longevity	-	-	-	-				-	-
Cell Phone Stipend	600.00	550.00	600.00	50.00				-	-
Mileage Stipend	-	-	-	-				-	-
MERS Defined Benefit	18,717.00	19,369.60	17,930.62	5,018.30	4,190.79	4,045.53	4,359.24	4,359.24	4,359.24
TIAA-CREF Contribution	-	-	1,658.71	-	484.48	-	503.96	503.96	503.96
FICA	12,440.00	12,587.64	12,689.10	2,733.72	11,509.30	2,861.59	3,855.28	3,855.28	3,855.28
Medicare	-	-	-	-				-	-
Unemployment	-	-	-	-				-	-
Workers Compensation	-	-	-	-				-	-
TDI	-	-	-	-				-	-
Health Insurance ER	43,197.00	46,733.40	44,924.96	25,098.32	23,862.71	21,874.16	24,339.97	24,339.97	24,339.97
Health Insurance EE	(8,000.00)	(5,167.55)	(8,000.00)	(5,140.40)		(3,384.70)	(4,000.10)	(4,000.10)	(4,000.10)
HSA Upload		-		4,000.00			4,000.00	4,000.00	4,000.00
Dental ER	2,310.00	2,695.28	2,333.28	1,155.12	1,155.12	1,058.86	1,155.12	1,155.12	1,155.12
Dental EE	(476.84)	(307.99)	(476.84)	(287.98)	(238.42)	(201.74)	(238.42)	(238.42)	(238.42)
Life Insurance	1,180.00	1,788.00	1,788.00	894.00	894.00	745.00	894.00	894.00	894.00
Advertising	-	22.00	-	-					
Capital Leases	-	-	-	-					
Dept. Software & Licenses	300.00	-	300.00						
Dues & Subscriptions	1,000.00	487.75	1,000.00		1,000.00		1,000.00	-	-
Education and Training	1,000.00	-	1,000.00		1,000.00		1,000.00	-	-
Furniture and Fixtures	-	-	500.00		500.00		500.00	500.00	500.00
Maintenance Agreements	-	-	-						
Mileage Reimbursement	-	-	-						
Office Computer Equipment	-	-	-						
Office Improvements	-	-	-						
Office Supplies	1,000.00	761.82	1,000.00	512.85	1,000.00	246.06	1,000.00	500.00	500.00
Postage	-	66.50	50.00	36.76	50.00	70.65	50.00	100.00	100.00
Assistant Solicitor	-	-	2,000.00		2,000.00		2,000.00	2,000.00	2,000.00
Legal Judgements	-	-	-						
Travel & Conventions	-	-	-						
Prosecution Expenses	18,000.00	12,750.00	18,000.00	19,050.00	18,000.00	12,350.00	18,000.00	18,000.00	18,000.00
Insurance Claims	2,000.00	231.79	2,000.00	1,613.24	2,000.00	125.00	2,000.00	2,000.00	2,000.00
Legal Council Zoning Board	8,000.00	6,000.03	8,000.00	9,023.71	8,000.00	6,666.70	8,000.00	8,000.00	8,000.00

Extraordinary Legal Expense	-	-	80,000.00	52,935.25	60,000.00	52,614.50	60,000.00	60,000.00	60,000.00
TOTALS	\$ 263,885.16	\$ 265,884.75	\$ 353,168.47	\$ 253,016.49	\$ 285,856.38	\$ 216,601.90	\$ 280,814.95	\$ 278,364.95	\$ 278,364.95

Salary and Benefits Breakdown - Solicitor

	FY 2024	FY 2025
Town Solicitor	102,000.00	102,000.00
Confidential Legal Assistant	48,448.40	50,395.80
	<hr/> \$ 150,448.40	<hr/> \$ 152,395.80
Employee Co-Share	4,000.00	(4,000.10)
Health	23,862.71	24,339.97
HSA Upload	4,000.00	4,000.00
Dental	1,155.12	1,155.12
FICA	11,509.30	3,855.28
Retirement	4,190.79	4,359.24
Life Insurance	894.00	894.00
	<hr/> \$ 49,611.92	<hr/> \$ 34,603.51

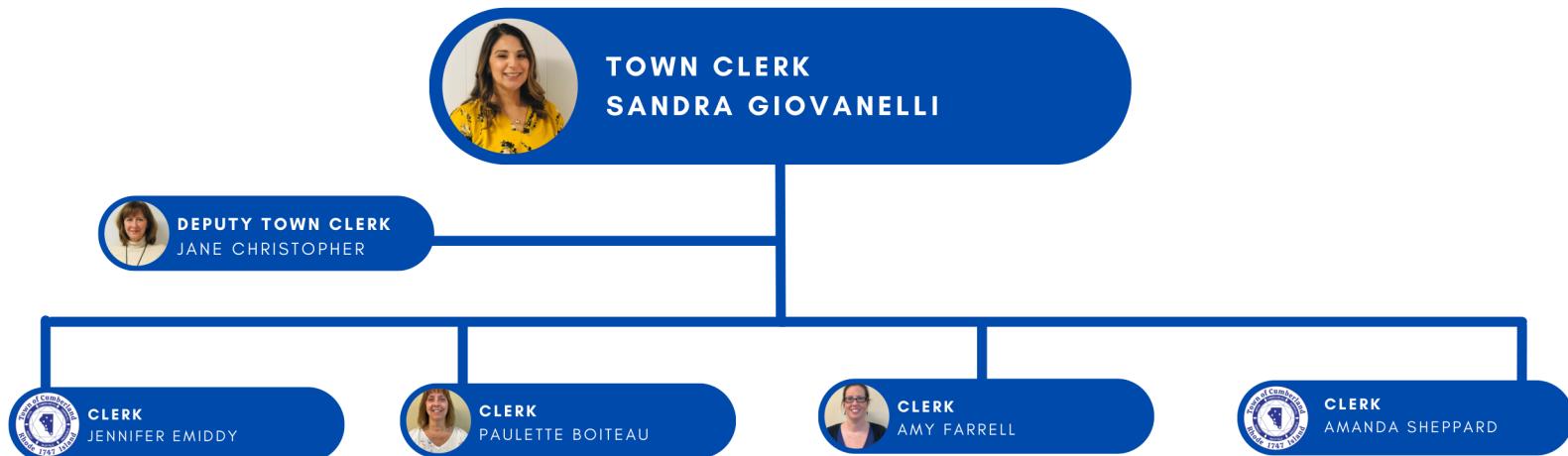
Totals:

\$ 200,060.32 \$ 186,999.31

TOWN CLERK'S OFFICE



ORGANIZATIONAL CHART



DEPARTMENTAL OVERVIEW

The Town Clerk's Office services as a customer service hub for Town Hall and the staff serve a number of functions.

The Town Clerk's Office provides staff support to the Town Council by preparing and advertising meeting agendas and minutes, routing legislation, and attending meetings.

The office also manages the Town's land records and vital statistic systems.

They additionally coordinate licensing for the Town, including working with businesses to ensure all Town ordinances and state laws are followed.

DEPARTMENTAL GOALS - FY 2025

- Create/modify manuals for new hires and to cross train members of the department.
- Pursue grant funding to address the storage of archives in our basement vault.
- Recruit two members to the Board of Canvassers and hire election day open/close support staff for the Board.
- Coordinate our staff to assist the BOC on Election Day outside of normal working hours.
- Digitize Plat Card Indices and make them searchable.
- Digitize Highway Maps and make it possible to index and search the catalog.



PROGRESS ON FY 2024 GOALS - TOWN CLERK'S OFFICE



GOAL ONE: Continue to cross-train; as well as internal, and external training to maximize the abilities of the Clerk Office workers.

Cross training continues due to high turnover of staff. To aid in inter-office training, we have created manuals for the different office roles. Vital Records and Canvassing manuals have been completed. We are currently working on Land Evidence Recording, Licensing, Municipal Court and Probate Court.

Our staff has participated in several training/education sessions with the State Vitals Records, Probate Judges Association, State Board of Election, Secretary of State Election Division, and State Archives. We continue to seek any additional training provided than can be beneficial.

GOAL TWO: Bring in multiple interns through the summer to help with the scanning/filing/organizing of maps and documents within the clerk's office and vault.

In the summer of 2023, we were fortunate to have Juan Carlos join our team as an intern through BVCAP. He was indispensable in his assistance with organizing and labeling the maps in our office, organizing probate records, filing voter registration forms, and so much more. He even joined members of our planning office and ventured up to the attic to take on the task of labeling and sorting the maps and assessor's plats stored there. Juan Carlos pulled the files of cancelled voters as well.

GOAL THREE: To generate extra income from online records system, establishing subscription-based for title searchers and law firms.

Based on the experiences of other cities and towns in the state, this originally appeared to be an intuitive next step for our department. Upon further reflection, it appears the additional expense of this feature is not justifiable at this time. Currently discussing alternate cost⁸⁴effective options with the vendor.

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
TOWN CLERK - #012

as of: 05/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Salaries	212,145.00	209,272.28	211,349.58	234,677.96	244,997.15	221,063.83	286,825.95	286,825.95	286,825.95
Overtime		-					-	-	-
Longevity	5,628.00	6,195.68	2,177.32	1,500.00	1,818.14	2,327.66	2,484.67	2,484.67	2,484.67
Cell Phone Stipend	600.00	550.00	600.00	600.00	600.00	550.00	600.00	600.00	600.00
Mileage Stipend	100.00	-					-	-	-
Teamster Clothing Allowance						136.00	1,200.00	1,200.00	1,200.00
Retirement/Severance		-					-	-	-
MERS Defined Benefit	25,057.00	24,849.15	23,082.26	28,884.97	21,219.77	22,345.22	22,967.78	22,967.78	22,967.78
TIAA-CREF Contribution		-		-	2,636.88	-	2,937.83	2,937.83	2,937.83
FICA	16,899.00	16,837.25	16,564.31	17,854.99	18,881.37	16,665.18	22,132.26	22,132.26	22,132.26
Medicare		-					-	-	-
Unemployment		-					-	-	-
Workers Compensation		-					-	-	-
TDI		-					-	-	-
Health Insurance ER	42,583.00	39,961.95	24,542.67	47,963.04	60,978.16	63,035.85	75,419.21	75,419.21	75,419.21
Health Insurance EE	(5,000.00)	(4,829.68)	(2,000.00)	(7,028.81)		(9,596.42)	(12,000.04)	(12,000.04)	(12,000.04)
HSA Upload		-		13,000.00		-	19,000.00	19,000.00	19,000.00
Dental ER	2,311.00	2,117.72	1,166.64	2,253.22	3,025.92	2,743.94	3,823.20	3,823.20	3,823.20
Dental EE	(238.42)	(238.42)	(238.42)	(247.59)	(238.42)	(201.74)	(238.42)	(238.42)	(238.42)
Life Insurance	1,475.00	2,346.75	2,235.00	2,495.75	2,500.00	2,197.75	2,682.00	2,682.00	2,682.00
Advertising		-		-			-	-	-
Dept. Software & Licenses	12,000.00	-	8,000.00	495.70		395.54	400.00	400.00	400.00
Dues & Subscriptions	1,200.00	592.48	1,300.00	765.12	1,500.00	1,181.01	1,500.00	1,500.00	1,500.00
Education and Training							-	-	-
Furniture and Fixtures		(256.94)			3,900.00	-	2,500.00	2,500.00	2,500.00
Maintenance Agreements		436.94	2,100.00	2,983.40	4,500.00	5,425.42	4,500.00	4,500.00	4,500.00
Mileage Reimbursement				105.63	200.00	-	200.00	200.00	200.00
Computer Equipment	1,000.00	860.00	3,000.00	267.95	6,000.00	6,238.07	1,500.00	1,500.00	1,500.00
Computer Expense					5,000.00		-	-	-
Office Improvements							-	-	-
Office Supplies	2,500.00	2,658.42	3,000.00	2,478.96	3,000.00	3,507.49	3,000.00	3,000.00	3,000.00
Postage	5,000.00	3,008.81	5,000.00	1,642.23	5,500.00	2,571.08	4,000.00	4,000.00	4,000.00
Printer Usage	2,500.00	-					-	-	-
Office Equipment	500.00	346.47	200.00		300.00	245.00	300.00	300.00	300.00
Travel & Conventions		-					-	-	-
Codification	5,000.00	4,570.00	5,500.00	8,363.11	5,500.00	2,582.83	6,000.00	6,000.00	6,000.00

Land Evidence	5,000.00	4,963.61	5,500.00	3,338.65	5,500.00	2,334.62	4,000.00	4,000.00	4,000.00
TOTALS	\$ 336,260	\$ 314,242	\$ 313,079	\$ 362,394	\$ 397,319	\$ 345,748.33	\$ 448,734.47	\$ 448,734.47	\$ 448,734.47

Salary and Benefits Breakdown - Town Clerk

	FY 2024	FY 2025
Town Clerk	\$ 73,491.60	\$ 83,228.60
Deputy Town Clerk	\$ 22,287.20	\$ 22,287.20
Clerks	\$ 147,718.35	\$ 179,810.15
Healthcare Buy Back	\$ 1,500.00	\$ 1,500.00
Teamster Clothing Allowance	\$ 1,200.00	
Longevity	\$ 1,818.14	\$ 2,484.67
	<hr/> \$ 246,815.29	<hr/> \$ 290,510.62
Employee Co-Share	\$ 9,999.86	\$ (12,000.04)
Health	\$ 60,978.16	\$ 75,419.21
HSA Upload	\$ 16,000.00	\$ 19,000.00
Dental	\$ 3,025.92	\$ 3,823.20
FICA	\$ 18,881.37	\$ 22,132.26
Retirement	\$ 21,219.77	\$ 22,967.78
Life Insurance	\$ 2,500.00	\$ 2,682.00
	<hr/> \$ 132,605.08	<hr/> \$ 134,024.41

Totals: **\$ 379,420.37** **\$ 424,535.02**

TOWN SERGEANT



ORGANIZATIONAL CHART

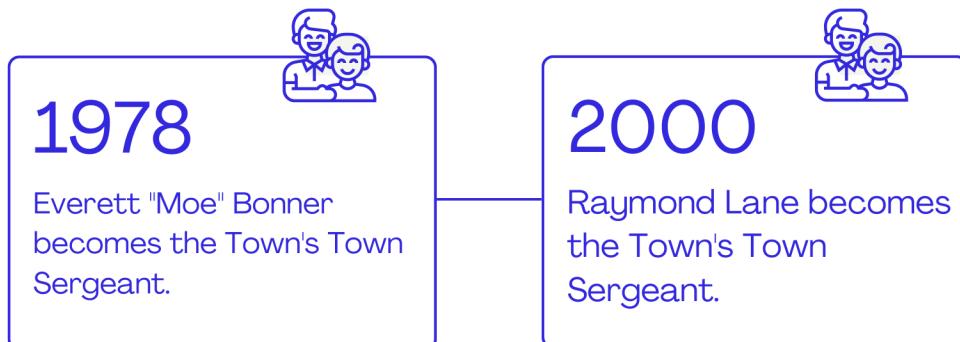


DEPARTMENTAL OVERVIEW

The Council shall appoint an elector of the Town as Town Sergeant. The Town Sergeant shall perform all of the duties and have all of the powers and authority of a Town Sergeant as provided by the laws of this State, and as may be provided by the Council by ordinance. The Council may revoke the appointment of the Town Sergeant at any time.

In the last four decades there have only been two Town Sergeant's. In the Town's history there have only been a handful.

Current Town Sergeant, Raymond Lane has served in the position for over two decades.



TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Town Sergeant- #030

as of: 5/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
FICA			345.86		345.86	-	345.86	345.86	345.86
Medicare									
MERS Defined Benefit									
Office Supplies									
Salaries	4,521.00	2,260.50	4,521.00	4,521.00	4,521.00	3,390.75	4,521.00	4,521.00	4,521.00
TDI									
TIAA-CREF Contribution									
Unemployment									
Workers Compensation									
TOTALS	\$ 4,521.00	\$ 2,260.50	\$ 4,866.86	\$ 4,521.00	\$ 4,866.86	\$ 3,390.75	\$ 4,866.86	\$ 4,866.86	\$ 4,866.86

Salary and Benefits Breakdown - Town Sergeant

	FY 2024		FY 2025	
Town Sergeant		4,521.00		4,521.00
	\$ 4,521.00		\$ 4,521.00	
Employee Co-Share				
Health				
Dental				
FICA		345.86		345.86
Retirement				
Life Insurance				
	\$ 345.86		\$ 345.86	
Totals:	\$ 4,866.86		\$ 4,866.86	

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
TOWN COUNCIL - #011

as of: 5/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Salaries	36,000.00	36,000.00	36,000.00	36,000.00	36,000.00	27,000.00	36,000.00	36,000.00	36,000.00
MERS Defined Benefit								-	-
TIAA-CREF Contribution							-	-	-
FICA		3,036.45	2,754.00	3,100.00	2,754.00	2,325.00	2,754.00	2,754.00	2,754.00
Medicare							-	-	-
Unemployment							-	-	-
Workers Compensation							-	-	-
TDI							-	-	-
Advertising	10,000.00	7,510.76	10,000.00	4,052.00	8,500.00	6,801.20	7,500.00	7,500.00	7,500.00
Special Services		275.00					-	-	-
Video Recording Services	5,000.00	5,290.16	5,000.00	5,250.00	5,500.00	4,170.00	5,500.00	5,500.00	5,500.00
Town Council Extraordinary							-	-	-
Council Legal Services	25,000.00	-	25,000.00	-	25,000.00	-	25,000.00	25,000.00	25,000.00
Extraordinary Legal Expense	50,000.00	37,438.44	50,000.00	29,710.95	40,000.00	-	40,000.00	40,000.00	40,000.00
Office Supplies	1,000.00	442.60	1,000.00	151.45	1,000.00	199.21	1,000.00	1,000.00	1,000.00
TOTALS	\$ 127,000.00	\$ 89,993.41	\$ 129,754.00	\$ 78,264.40	\$ 118,754.00	\$ 40,495.41	\$ 52,754.00	\$ 117,754.00	\$ 117,754.00

Salary and Benefits Breakdown - Town Council

	FY 2024	FY 2025
Town Councilors (6)	\$ 30,000.00	\$ 30,000.00
Council President (1)	\$ 6,000.00	\$ 6,000.00
	<hr/>	<hr/>
Employee Co-Share		
Health		
Dental		
FICA	\$ 2,754.00	\$ 2,754.00
Retirement		
Life Insurance	<hr/>	<hr/>
	\$ 2,754.00	\$ 2,754.00

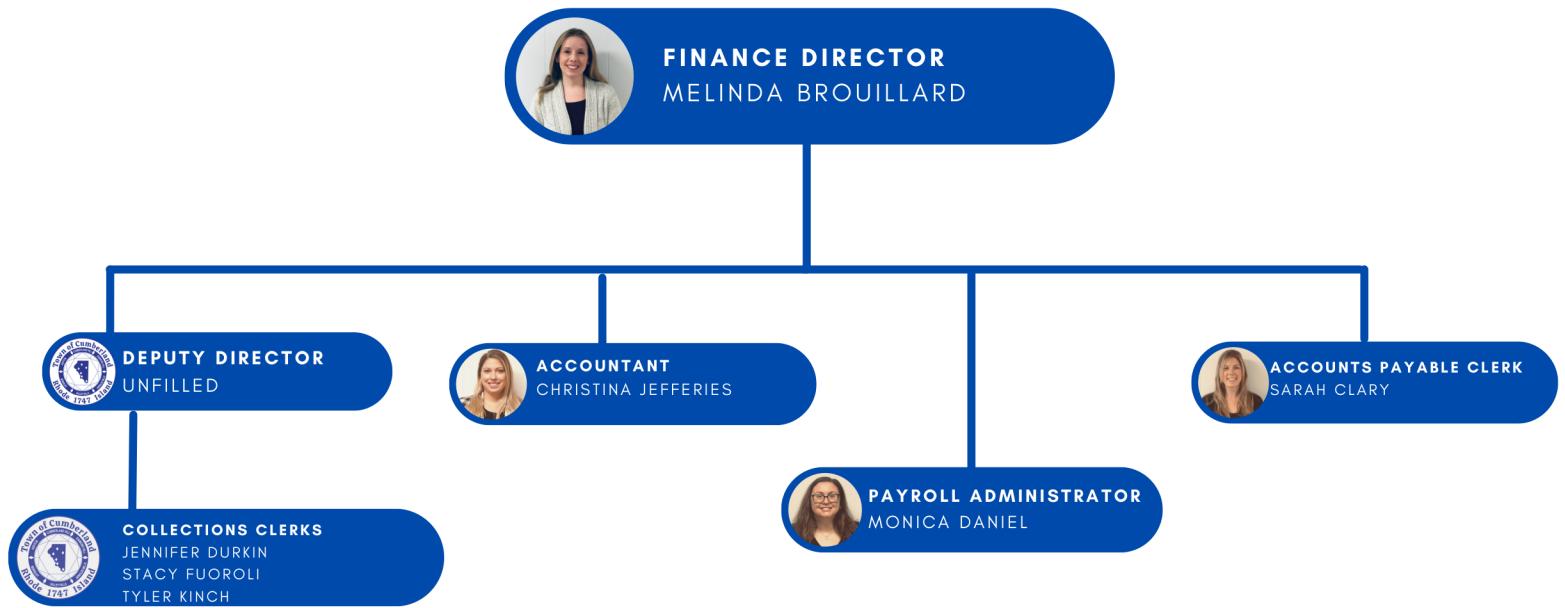
Totals: \$ 38,754.00 \$38,754.00

Section Six: General Services - Expense Detail



FINANCE DEPARTMENT

ORGANIZATIONAL CHART



DEPARTMENTAL OVERVIEW

The Finance Department is responsible for the management of the fiscal affairs of the town and for the supervision and coordination of all activities of all government agencies in relation to any financial matters except for those matters which are authorized to be under the administration of the School Committee.

Within the Department of Finance is Tax Collections, overseen by the Deputy Director of Finance. The Tax Collections Clerks receive tax payments from the public and ensure they're posted to the proper accounts.

DEPARTMENTAL GOALS -FY 2025

- To integrate the new Vision Collections system as quickly and efficiently as possible.
- Continue to maintain comprehensive and accurate financial records to ensure transparency and expedite the annual audit process.
- Continue to provide friendly and helpful customer service to all tax payers and Town departments.



PROGRESS TOWARDS FY24 GOALS - FINANCE DEPARTMENT



GOAL ONE:

To integrate new Collections system as quickly and efficiently as possible.

Implementing the new Collections system was postponed to FY25

GOAL TWO:

Continued membership in various purchasing cooperatives

Membership was maintained. These cooperative purchasing agreements have allowed the Town to obtain time, cost savings, and increase efficiency.

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
FINANCE - #019

as of: 05/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Salaries	413,519.00	412,662.70	428,968.02	458,329.75	447,418.46	381,053.36	487,856.50	487,856.50	487,856.50
Overtime	500.00	353.03	500.00	98.85	500.00	-	-	-	-
Longevity	3,528.00	2,320.15	4,236.27	4,735.24	2,477.32	3,144.30	3,084.67	3,084.67	3,084.67
Misc. Town Payroll		619.31		(50.00)			-	-	-
Cell Phone Stipend	600.00	550.00	600.00	600.00	600.00	550.00	600.00	600.00	600.00
Teamster Clothing Allowance						1,141.00	1,200.00	1,200.00	1,200.00
Mileage Stipend		-					-	-	-
Retirement/Severance		-				3,851.40	-	-	-
MERS Defined Benefit	48,002.00	47,822.40	51,125.06	52,984.80	38,656.48	36,328.78	35,070.66	35,070.66	35,070.66
TIA-CREF Defined Contribution		-			4,447.18	-	3,058.26	3,058.26	3,058.26
FICA	32,248.00	30,782.67	33,484.38	32,359.52	34,417.03	28,739.41	31,016.25	31,016.25	31,016.25
Medicare		-					-	-	-
Unemployment		-				2,115.00	-	-	-
Workers Compensation		-					-	-	-
TDI		-					-	-	-
Health Insurance ER	71,381.00	87,546.54	95,384.45	110,578.20	125,672.40	109,427.02	103,845.87	103,845.87	103,845.87
Health Insurance EE	(16,000.00)	(16,215.64)	(18,522.14)	(20,523.73)		(21,200.97)	(18,000.32)	(18,000.32)	(18,000.32)
HSA Upload		-		25,000.00			21,000.00	21,000.00	21,000.00
Dental ER	3,823.00	4,210.13	5,028.00	5,555.88	6,133.44	5,429.80	6,133.44	6,133.44	6,133.44
Dental EE		(718.75)	-	(867.86)	(845.26)	(678.54)	(845.26)	(845.26)	(845.26)
Life Insurance	3,541.00	5,066.00	5,364.00	5,252.25	5,364.00	4,321.00	5,364.00	5,364.00	5,364.00
Advertising		7,945.42		1,089.70	1,500.00	1,240.05	1,500.00	1,500.00	1,500.00
Bank Charges	500.00	33.66	500.00	(5.55)	500.00	25.00	200.00	200.00	200.00
Capital Leases		-							
Dept. Software & Licenses	5,750.00	5,680.44	5,750.00	15,857.22			59,852.00	59,852.00	59,852.00
Financial Software - Collection	60,000.00	10,572.75	-	11,206.17	14,000.00	20,631.41	14,000.00	14,000.00	14,000.00
Dues & Subscriptions	600.00	250.00	600.00	400.00	600.00	649.00	600.00	600.00	600.00
Education & Training	2,500.00	469.00	2,500.00	(250.00)	1,500.00		1,500.00	1,500.00	1,500.00
Furniture & Fixtures	3,000.00	3,381.81	3,000.00	748.57	2,000.00	570.22	2,000.00	2,000.00	2,000.00
Maintenance Agreements		-							
Mileage Reimbursement		-							
Office Computer Equipment	2,500.00	1,611.49	2,500.00	335.76	2,000.00	124.85	2,000.00	2,000.00	2,000.00
Office Improvements		-			1,000.00		1,000.00	1,000.00	1,000.00
Office Supplies	5,800.00	6,422.50	6,000.00	4,953.04	5,500.00	4,273.84	5,500.00	5,500.00	5,500.00
Postage	22,000.00	1,651.03	22,000.00	8,185.54	23,000.00	1,937.53	15,000.00	15,000.00	15,000.00
Payroll Clearing Account		(3,340.02)							
Printer Lease & Maintenance		1,431.00	1,900.00	2,101.36	2,000.00	1,590.00	2,200.00	2,200.00	2,200.00

Printer Usage				2,316.60				
Professional Services								
Office Equipment & Repairs								
Telephone								
Travel & Conventions	750.00		750.00					
Payroll Processing	50,600.00	62,450.13	57,000.00	64,363.64	63,500.00	69,951.53		
Audit	28,500.00	49,720.00	45,000.00	42,350.00	50,000.00	47,250.00		
Tax Collection Expense	26,000.00	17,739.35	3,000.00	12,326.75	5,000.00	1,440.23		
Tax Bills Expense	25,000.00	308.35	32,000.00	25,287.43	35,000.00	32,258.36		
Financial Software			76,500.00					
RI League of Cities & Towns	1,500.00	16,213.00	17,616.00	17,616.00		17,616.00		
TOTALS	\$ 796,142.00	\$ 757,538.45	\$ 882,784.05	\$ 882,935.13	\$ 871,941.06	\$ 753,779.58	\$ 937,736.39	\$ 937,736.39

Salary and Benefits Breakdown - Finance

	FY 2024	FY 2025
Finance Director	100,136.40	104,995.80
Deputy Finance Director	82,500.08	82,500.00
Senior Accountant	49,649.60	52,543.40
Payroll	49,649.60	55,073.20
Clerks	162,482.78	189,744.10
Healthcare Buy Back	3,000.00	3,000.00
Teamster Clothing Allowance		1,200.00
Longevity	2,477.32	3,084.67
	<hr/> \$ 449,895.78	<hr/> \$ 492,141.17
Employee Co-Share	22,000.42	(18,000.32)
Health	125,672.40	103,845.87
HSA Upload	25,000.00	21,000.00
Dental	6,133.44	6,133.44
FICA	34,417.03	31,016.25
Retirement	38,656.48	35,070.66
Life Insurance	5,364.00	5,364.00
	<hr/> \$ 257,243.77	<hr/> \$ 184,429.90

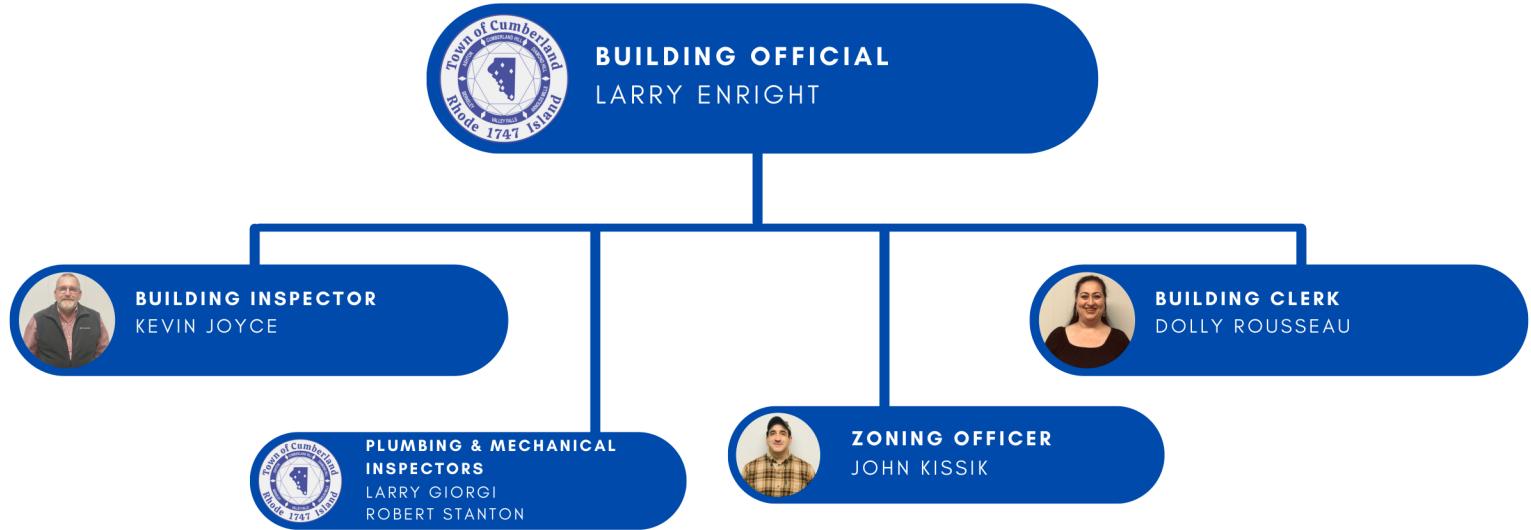
Totals:

\$707,139.55 \$ 676,571.07

BUILDING AND INSPECTIONS



ORGANIZATIONAL CHART



DEPARTMENTAL OVERVIEW

The Cumberland Building, Inspections, and Zoning Department work with residents, contractors, developers, and attorneys to assist in the navigation of the Town's Building Codes and Zoning Ordinance. They enforce the Town's ordinances regarding health, safety, and welfare. They also review, approve, and issue permits for construction and issue certificates for use and occupancy.



TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Inspections - #027

as of: 05/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Salaries	218,603.00	224,199.41	232,745.82	201,121.49	208,837.72	192,419.42	239,644.54	239,644.54	239,644.54
Overtime								-	-
Longevity	2,802.00	2,946.22	2,735.77	2,946.22	2,735.77	3,199.09	3,209.54	3,209.54	3,209.54
Cell Phone Stipend	2,400.00	2,650.00	2,400.00	1,850.00	2,400.00	2,100.00	2,400.00	2,400.00	2,400.00
Mileage Stipend	5,400.00	4,950.00	5,500.00	5,400.00	5,400.00	4,950.00	5,400.00	5,400.00	5,400.00
Teamster Clothing Allowance						147.00	300.00	300.00	300.00
Retirement/Severance		-						-	-
MERS Defined Benefit	25,342.00	27,408.41	24,331.31	15,233.47	11,554.11	15,588.30	21,006.88	21,006.88	21,006.88
TIAA-CREF		-	2,250.82	-	1,335.73	-	2,396.45	2,396.45	2,396.45
FICA	17,998.00	18,145.62	18,396.84	15,842.68	16,185.37	14,778.98	18,578.34	18,578.34	18,578.34
Medicare		-						-	-
Unemployment								-	-
Workers Compensation								-	-
TDI								-	-
Health Insurance ER	72,551.00	64,233.64	75,453.54	43,581.44	44,837.38	59,048.87	70,074.12	70,074.12	70,074.12
Health Insurance EE	(12,000.00)	(12,000.00)	(12,000.04)	(6,384.63)		(7,846.24)	(10,000.12)	(10,000.12)	(10,000.12)
HSA Upload				10,000.00		-	14,000.00	14,000.00	14,000.00
Dental ER	4,620.00	3,465.36	3,861.36	2,310.24	2,310.24	2,984.06	3,465.36	3,465.36	3,465.36
Dental EE	(954.00)	(318.59)	(550.68)	(253.27)	(238.42)	(366.80)	(476.84)	(476.84)	(476.84)
Life Insurance	2,066.00	2,235.00	3,129.00	1,229.25	1,341.00	1,713.50	2,235.00	2,235.00	2,235.00
Advertising		-				225.40	200.00	200.00	200.00
Capital Leases		-							
Dept Software & Licenses	13,500.00	10,409.41	15,500.00	2,550.00		80.00	13,300.00	13,300.00	13,300.00
Dues & Subscriptions	1,000.00	1,050.00	1,000.00	(48.00)	1,000.00	992.37	1,200.00	1,200.00	1,200.00
Education & Training	1,000.00		1,000.00		1,000.00	425.00	1,200.00	1,200.00	1,200.00
Furniture and Fixtures	1,000.00		1,000.00		1,000.00	4,370.67	3,500.00	3,500.00	3,500.00
Vehicle Fuel & Oil	3,500.00		4,000.00	5,093.93	5,000.00	1,278.80	5,000.00	5,000.00	5,000.00
Heating & Cooling						-			
Maintenance Agreements						-			
Mileage Reimbursement						-			
Office Computer Equip	1,500.00		1,500.00		1,500.00	2,315.84	2,000.00	2,000.00	2,000.00
Office Improvements						-	1,000.00	1,000.00	1,000.00
Office Supplies	2,000.00		2,000.00	1,256.46	2,000.00	820.29	2,000.00	2,000.00	2,000.00
Postage	500.00		500.00	105.66	500.00	107.47	500.00	500.00	500.00
Printer Lease & Maintenance			650.00	480.00	650.00	320.00	650.00	650.00	650.00
Printer Usage						-	-	-	-

Professional Services	1,000.00		1,000.00		1,000.00		1,000.00	1,000.00	1,000.00
Office Equipment & Repairs	1,000.00		1,000.00		1,000.00		1,500.00	1,500.00	1,500.00
Vehicle Repair	2,000.00		2,000.00		2,000.00	186.32	2,000.00	2,000.00	2,000.00
Travel & Conventions	500.00		500.00		500.00		500.00	500.00	500.00
Contingency	2,125.00		10,000.00		10,000.00	1,688.94	10,000.00	5,000.00	5,000.00
Vehicle Replacement							2,400.00	2,400.00	2,400.00
New Line Tablet Expense							6,900.00	6,900.00	6,900.00
New Line Rodent Control							5,000.00	5,000.00	5,000.00
New Line Scanning									
TOTALS	\$ 369,453.00	\$ 349,374.48	\$ 399,903.74	\$ 302,314.94	\$ 323,848.91	\$ 301,947.79	\$ 428,083.38	\$ 423,083.38	\$ 423,083.38

Salary and Benefits Breakdown - Inspections

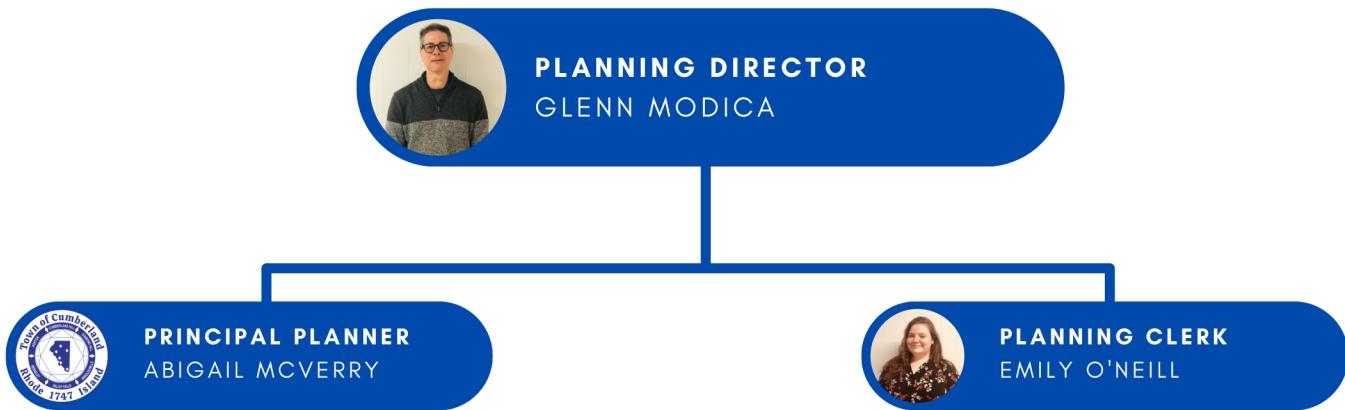
	FY 2024	FY 2025
Building Official	78,000.00	85,267.00
Building Inspector	57,948.80	63,000.08
Building/Zoning Assistant	-	-
Clerk III	42,088.80	49,377.58
Plumbing Inspector	15,400.06	20,999.94
Electrical Inspector	15,400.06	20,999.94
Mileage Stipends	5,400.00	5,400.00
Teamster Clothing Allowance	300.00	
Longevity	2,735.77	3,209.54
	<hr/> \$ 216,973.49	<hr/> \$ 248,554.08
Employee Co-Share	6,000.10	(10,000.12)
Health	44,837.38	70,074.12
HSA Upload	10,000.00	14,000.00
Dental	2,310.24	3,465.36
FICA	16,185.37	18,578.34
Retirement	11,554.11	21,006.88
Life Insurance	1,341.00	2,235.00
	<hr/> \$ 92,228.20	<hr/> \$ 119,359.58

Totals: **\$ 309,201.69** **\$ 367,913.65**

PLANNING DEPARTMENT



ORGANIZATIONAL CHART



DEPARTMENTAL OVERVIEW

Glenn has been instrumental in the rehabilitation of the Cumberland Senior Center and the Amaral Building as the administrator for the Community Development Block Grant program. He works to contextualize existing land use to prepare reports and presentation to inform the decision-making process for the Planning Board, Zoning Board of Review, and Historic District Commission.

Emily oversees the clerical processing of all Planning Board applications, including but not limited to meeting agendas, packet preparations, mailings, legal notices, records of decisions, file maintenance, and meeting minutes.

DEPARTMENTAL GOALS - FY 2025

- Issue Impact Fee RFQ
- Resolve MapGeo with Zoning Map
- Update Zoning Ord and LDSR to be consistent



PROGRESS ON FY 2024 GOALS - PLANNING DEPARTMENT



GOAL ONE: Enact an inclusionary zoning ordinance for the Town of Cumberland.

This has not been completed and likely won't be completed based on the new state legislation requiring density bonus of two market rate units for each affordable unit.

GOAL TWO: Finish the impact fee study.

This goal has not been completed and has been carried over to the FY 25 priorities list for the Planning Department.

GOAL THREE: Revitalize and reenergize Heritage Park.

Yes! The Town of Cumberland is utilizing funding from the \$2.6 million dollar Multipurpose Community Facilities grant to connect Valley Falls Heritage Park to the Amaral Building. The Town has established a steering (building) committee and has onboarded Stoss Landscape Architecture to complete a new masterplan for the space.



TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
PLANNING - #015

as of: 05/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Salaries	175,316.00	170,749.52	174,606.84	191,000.64	190,661.15	147,410.01	200,444.63	200,444.63	200,444.63
Overtime		-		-		-	-	-	-
Longevity	300.00	-	300.00	-	-	-	300.00	300.00	300.00
Cell Phone Stipend	600.00	550.00	600.00	600.00	600.00	550.00	600.00	600.00	600.00
Mileage Stipend	1,800.00	1,650.00	1,800.00	1,500.00	-	-	-	-	-
Teamster Clothing Allowance						185.00	300.00	300.00	300.00
Retirement/Severance		-		-		-	-	-	-
MERS Defined Benefit	20,213.00	20,371.24	18,875.00	23,301.00	13,084.68	14,229.75	17,299.54	17,299.54	17,299.54
TIA-CREF Contribution		-	1,746.07	-	1,512.68	-	1,980.33	1,980.33	1,980.33
FICA	13,549.00	13,043.74	13,472.17	14,751.97	11,572.00	12,261.26	17,106.90	17,106.90	17,106.90
Medicare	-	-	-		-	-	-	-	-
Unemployment	-	-	-		-	-	-	-	-
Workers Compensation	-	-	-		-	-	-	-	-
TDI	-	-	-		-	-	-	-	-
Health Insurance ER	43,197.00	46,985.54	44,924.96	46,335.36	47,725.42	33,805.52	24,339.97	24,339.97	24,339.97
Health Insurance EE	(8,000.00)	(8,000.00)	(8,000.20)	(8,307.90)		(5,384.75)	(4,000.10)	(4,000.10)	(4,000.10)
HSA Upload		-		8,000.00			4,000.00	4,000.00	4,000.00
Dental ER	1,513.00	2,459.34	2,333.28	2,697.90	2,310.24	1,868.18	2,668.08	2,668.08	2,668.08
Dental EE	(476.84)	(496.84)	(476.84)	(630.18)	(476.84)	(430.95)	(606.84)	(606.84)	(606.84)
Life Insurance	1,475.00	2,160.50	2,235.00	2,235.00	2,235.00	1,639.00	2,235.00	2,235.00	2,235.00
Advertising	4,000.00	4,855.37	4,000.00	3,720.15	4,000.00	3,959.43	4,000.00	4,000.00	4,000.00
Capital Leases	-	-	-	-	-	-			
Dept Software & Licenses	750.00	447.28	750.00	656.01	750.00		750.00	750.00	750.00
Dues & Subscriptions	1,000.00	1,083.38	2,500.00	2,548.89		1,136.91	2,500.00	2,500.00	2,500.00
Education & Training	1,200.00	287.60	1,900.00	1,540.95	1,500.00	340.00	7,000.00	7,000.00	7,000.00
Furniture & Fixtures	-	-	-		-	-			
Hazard Mitigation Plan	3,000.00	-	3,000.00		-	3,087.33			
Maintenance Agreements	-	-	-		-	-			
Mileage Reimbursement	-	-	-		-	-			
Office Computer Equipment	-	-	-		-	-	2,000.00	2,000.00	2,000.00
Office Improvements	-	-	-		-	-			
Office Supplies	1,800.00	2,533.69	1,800.00	3,194.52	1,800.00	3,906.25	1,800.00	1,800.00	1,800.00
Postage	3,000.00	2,363.07	3,000.00	1,580.97	2,500.00	1,187.14	2,000.00	2,000.00	2,000.00
Printer Lease & Maintenance	-	-	-		-	-			
Printer Usage	-	-	-		-	-	2,000.00	2,000.00	2,000.00
Professional Services	7,000.00	7,180.00	7,000.00	3,040.69	7,000.00	5,169.74	7,000.00	5,000.00	5,000.00
Office Equipment & Repairs	-	-	-		-	-			

Travel & Conventions	-	-	750.00	968.73	750.00		750.00	750.00	750.00
Comprehensive Planning	-	-	-		-				
Economic Development	-	-	-		-				
Tree Warden		-	21,000.00	21,649.00	21,000.00	21,125.59	20,351.00	20,351.00	20,351.00
Enterprise Zone	-	-	-		-		1,500.00	1,500.00	1,500.00
GIS System	2,400.00	1,212.00	2,400.00	1,334.00	1,500.00		4,000.00	4,000.00	4,000.00
Interns	4,500.00	1,423.25	4,500.00	384.00	4,000.00		5,000.00	5,000.00	5,000.00
Planning Board Recorder	2,160.00	3,040.00	2,500.00	3,305.00	2,500.00	1,880.00	2,500.00	2,500.00	2,500.00
Planning Board Videographer *New*		-					270.00	270.00	270.00
Board Training	270.00	-	270.00		270.00	100.00	1,000.00	1,000.00	1,000.00
Grants Mill National Register	-	-	-		1,000.00				
Electronic Permitting	-	-	-		-				
TOTALS	\$ 280,566.16	\$ 273,898.68	\$ 307,786.28	\$ 325,406.70	\$ 317,794.33	\$ 260,658.71	\$ 331,088.61	\$ 329,088.61	\$ 329,088.61

Salary and Benefits Breakdown - Planning and Community Development

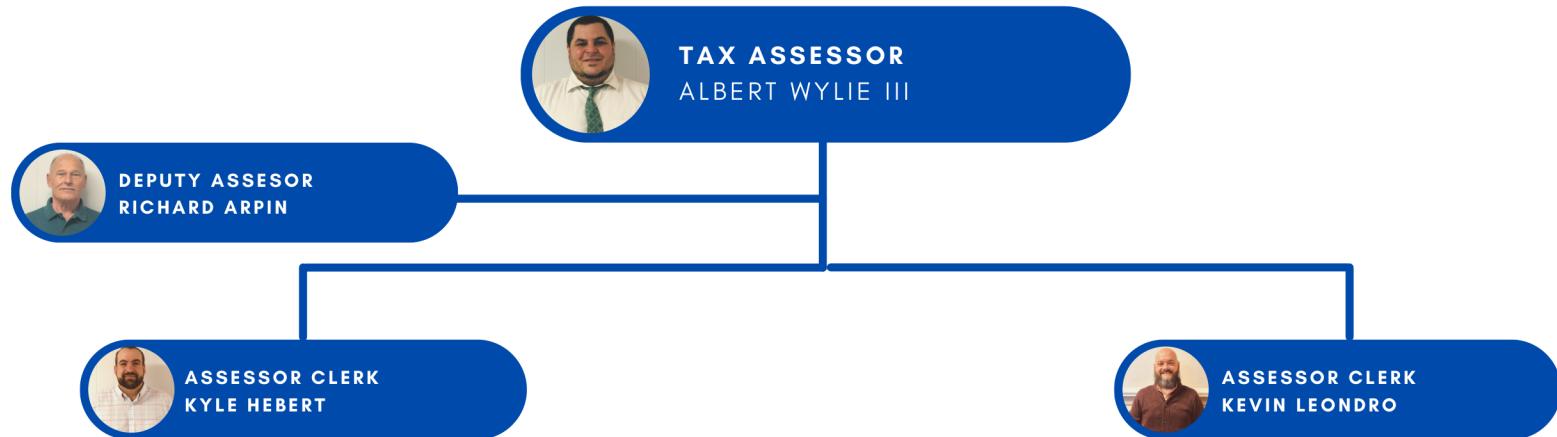
	FY 2024	FY 2025
Planning Director	\$ 86,268.00	\$ 88,088.00
Town Planner	\$ 65,000.00	\$ 65,000.00
Clerk	\$ 38,643.15	\$ 46,606.63
Teamster Clothing Allowance	\$ 300.00	
Healthcare Buy Back	\$ 750.00	\$ 750.00
	<hr/> \$ 190,661.15	<hr/> \$ 200,744.63
Employee Co-Share	\$ (8,000.20)	\$ (4,000.10)
Health	\$ 47,725.42	\$ 24,339.97
HSA Upload	\$ 8,000.00	\$ 4,000.00
Dental	\$ 2,310.24	\$ 2,668.08
FICA	\$ 11,572.00	\$ 17,106.90
Retirement	\$ 13,084.68	\$ 17,299.54
Life Insurance	\$ 2,235.00	\$ 2,235.00
	<hr/> \$ 76,927.14	<hr/> \$ 63,649.39

Totals: **\$ 267,588.29** **\$ 264,394.02**

TAX ASSESSOR'S OFFICE



ORGANIZATIONAL CHART



DEPARTMENTAL OVERVIEW

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.

DEPARTMENTAL GOALS - FY 2025

- Establishing universal systems for key office functions. Individual accountability for key functions is excellent to have, but universal systems that establish organization and consistency can be invaluable; the next man up can quickly find success with the right playbook.
- Technology is a dynamic area, and this year we will be moving to a new Tax Administration & Collections system for the first time in nearly two decades. This may present a challenge, but I look forward to this opportunity.
- Embrace challenges and the unknown. Don't be afraid to step out of our comfort zones.





PROGRESS TOWARDS FY 2024 GOALS - TAX ASSESSOR

GOAL ONE: Emphasize growth and development both personally and professionally for office staff.

One of our staff members had his second child recently, another bought a home with this wife, and our newest staff member earned his first IAAO course certification this past year. I became a happily married man this past September.

GOAL TWO: Maximize our technological capabilities through training and communication with our software vendors.

Numerous webinars and training sessions have us utilizing our technology and tools better than ever for reporting, statistical analysis, and efficiency in troubleshooting. We have finally put together an update routine for the town's OpenGov/Viewpoint applications, which should help many departments operate more efficiently.

GOAL THREE: Maintain our reputation for excellence and efficiency in serving our residents requests and needs.

This should be a tenet we all aim to adhere to. Our office continues to hit this mark without issue.

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Tax Assessor - #021

as of: 05/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Salaries	201,386.00	157,647.50	161,495.55	182,083.63	194,036.40	172,437.46	213,021.05	213,021.05	213,021.05
Overtime		-						-	-
Longevity	1,821.00	2,085.92	600.00		600.00	600.00	600.00	600.00	600.00
Cell Phone Stipend	600.00	550.00	600.00	600.00	600.00	550.00	600.00	600.00	600.00
Mileage Stipend		-					-	-	-
Teamster Clothing Allowance							600.00	600.00	600.00
Retirement/Severance		-						-	-
MERS Defined Benefit	23,593.00	15,037.37	15,187.57	19,345.10	15,737.47	14,611.33	16,661.72	16,661.72	16,661.72
TIAA-CREF Contribution		-	1,404.96		1,722.86	-	1,920.21	1,920.21	1,920.21
FICA	15,681.00	11,139.12	12,354.41	13,780.80	14,843.78	12,694.49	16,342.01	16,342.01	16,342.01
Medicare								-	-
Unemployment								-	-
Workers Compensation								-	-
TDI								-	-
Health Insurance ER	55,696.00	42,316.32	28,435.53	42,129.48	41,949.35	44,487.75	54,025.03	54,025.03	54,025.03
Health Insurance EE	(6,000.00)	(8,455.56)	7,979.40	(8,286.30)		(7,444.08)	(9,979.32)	(9,979.32)	(9,979.32)
HSA Upload		-		10,000.00			10,000.00	10,000.00	10,000.00
Dental ER	2,253.00	2,555.60	2,333.28	2,310.24	2,321.76	2,266.82	2,668.08	2,668.08	2,668.08
Dental EE	(73.84)	(219.43)	(238.42)	(247.59)	(238.42)	(201.74)	(238.42)	(238.42)	(238.42)
Life Insurance	1,771.00	1,676.25	1,788.00	1,788.00	1,788.00	1,490.00	1,788.00	1,788.00	1,788.00
Advertising	2,000.00	1,165.51	2,000.00	1,280.96	1,500.00	1,297.21	1,500.00	1,500.00	1,500.00
Dept Software & Licenses	4,350.00	2,318.55	4,350.00	4,758.70		-	15,050.00	15,050.00	15,050.00
Dues & Subscriptions	1,250.00	278.08	1,250.00	851.08	1,000.00	449.08	1,000.00	1,000.00	1,000.00
Education & Training	1,000.00	(5.00)	1,000.00	725.00	1,500.00	600.00	1,500.00	1,500.00	1,500.00
Furniture and Fixtures				-					
Maintenance Agreements				-					
Mileage Reimbursement	2,000.00	690.32	2,000.00	791.11	1,500.00	479.26	1,500.00	1,500.00	1,500.00
Office Computer Equip	500.00	-	600.00	-					
Office Improvements									
Office Supplies	2,000.00	1,990.89	2,000.00	2,009.03	1,750.00	1,311.36	1,750.00	1,750.00	1,750.00
Postage	1,500.00	1,168.06	1,500.00	1,606.41	1,500.00	616.79	1,000.00	1,000.00	1,000.00
Printer Usage									
Professional Services									
Office Equipment & Repairs	2,800.00	568.42	2,800.00		3,500.00	3,023.18	3,500.00	3,500.00	3,500.00
Travel & Conventions									

Mapping Software	13,800.00	9,999.78	13,800.00	11,060.00	14,300.00	14,153.86	14,300.00	14,300.00	14,300.00
Property Revaluation									
Revaluation			451,000.00	405,899.96	40,000.00	45,100.00	72,500.00	-	-
TOTALS	\$ 327,927.16	\$ 242,507.70	\$ 714,240.28	\$ 692,485.61	\$ 339,911.20	\$ 308,522.77	\$ 349,087.69	\$ 349,087.69	\$ 349,087.69

Salary and Benefits Breakdown - Tax Assessor

	FY 2024	FY 2025
Tax Assessor	95,000.10	98,807.80
Deputy Tax Assessor	21,000.00	21,000.00
(2) Clerks	77,286.30	93,213.25
Healthcare Buy Back	750.00	-
Teamster Clothing Allowance	600.00	
Longevity	-	600.00
	<hr/> \$ 194,036.40	<hr/> \$ 214,221.05
Employee Co-Share	(6,000.00)	(9,979.32)
Health	41,949.35	54,025.03
HSA Upload	10,000.00	10,000.00
Dental	2,321.76	2,668.08
FICA	14,843.78	16,342.01
Retirement	15,737.47	16,661.72
Life Insurance	1,788.00	1,788.00
	<hr/> \$ 80,640.36	<hr/> \$ 91,505.53
Totals:	\$ 274,676.76	\$ 305,726.58

Section Seven: Public Safety

ANIMAL CONTROL



ORGANIZATIONAL CHART



ANIMAL CONTROL OFFICER
DAVID WAYCOTT



ASSISTANT ACO
RYAN THEROUX

DEPARTMENTAL OVERVIEW

Cumberland Animal Control in cooperation with the Cumberland Police Department, is to enforce all animal related Town Ordinances and applicable state laws. They investigate animal-related concerns and complaints, accept neglected, abandoned, or stray animals from the community, provide appropriate care for the animals at the shelter, and work to increase public awareness and education on animal-related issues.

DEPARTMENTAL GOALS - FY 2025

- To promote and enforce responsible pet ownership compliance with increased routine neighborhood patrols throughout town.
- Purchase budgeted wildlife/domestic animal kennel equipment and animal handling field equipment.
- Increase public service announcements through social media/website by implementing weekly social media pet and animal public education posts
- Foster and build relationships with other municipal shelters and private animal rescue agencies.



PROGRESS TOWARDS FY 2024 GOALS - ANIMAL CONTROL



GOAL ONE:

Update department citations, forms, and practices for proper record keeping and to enhance operational effectiveness.

Created and implemented a door notice warning citation form.
Created and implemented a Notice and Demand citation to give residents a 10 day notice to comply and abate common issues such as animal licensing and expired vaccinations.

Updated owner animal surrender forms and stray animal turn in forms

GOAL TWO:

Create policies and procedures to develop the workforce by increasing operational effectiveness.

Created and implemented several new policies and protocols for the process of reporting and response to barking dog complaints, nuisance animal complaints, animal at large complaints and Feral cat complaints.

GOAL THREE:

Review and update Town of Cumberland Animal Ordinances.

The review and updating Town of Cumberland Animal Ordinances is nearly completed and is awaiting further RI General Assembly legislation before entering the next phase for ratification

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Animal Control - #026

as of: 5/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Salaries	86,360.00	64,560.30	86,245.90	84,095.59	91,397.40	86,312.41	105,466.00	105,466.00	105,466.00
Overtime		-						-	-
Longevity	2,803.00	-						-	-
Cell Phone Stipend		329.93	600.00	1,050.00	600.00	1,100.00	600.00	600.00	600.00
Mileage Stipend								-	-
Clothing Cleaning Allowance	1,000.00	486.67	2,000.00	1,170.00	2,000.00	1,665.50	2,000.00	2,000.00	2,000.00
Retirement/Severance								-	-
MERS Defined Benefit	9,841.00	6,537.45	5,399.19	9,942.38	7,646.38	8,206.48	8,863.31	8,863.31	8,863.31
TIAA-CREF Contribution			2,462.46		883.97	-	1,024.66	1,024.66	1,024.66
FICA	6,892.00	4,605.58	6,750.81	6,432.40	6,915.40	6,682.26	7,991.65	7,991.65	7,991.65
Medicare								-	-
Unemployment								-	-
Workers Compensation								-	-
TDI								-	-
Health Insurance ER	8,357.00	25,244.64	16,253.95	4,609.91		-			
Health Insurance EE	(3,000.00)	(4,038.51)	(6,000.10)	(923.09)					
HSA Upload									
Dental ER	1,521.00	1,171.34	2,333.28	454.10	1,166.64	328.02	357.84	357.84	357.84
Dental EE	(238.00)	(225.11)	(312.26)	(137.38)	(73.84)	(65.32)	(73.84)	(73.84)	(73.84)
Life Insurance	885.00	1,117.50	1,788.00	1,639.00	1,788.00	1,490.00	1,788.00	1,788.00	1,788.00
Advertising	200.00						500.00	500.00	500.00
Cable/Internet			1,154.89	1,000.00	2,112.72	3,000.00			
Capital Leases									
Dept Software & Licenses	210.00	459.80	800.00	359.80		390.64	750.00	750.00	750.00
Dues & Subscriptions		68.50		76.06	100.00		750.00	750.00	750.00
Education & Training	500.00	325.00	2,500.00	2,500.00	1,500.00	1,050.00	1,500.00	1,500.00	1,500.00
Electricity	3,000.00	4,256.95	10,000.00	3,490.10	4,000.00	2,939.03			
Furniture & Fixtures			300.00	498.36	750.00	358.74	500.00	500.00	500.00
Vehicle Fuel & Oil	1,800.00	532.56	3,000.00	2,369.57	4,000.00	1,115.93	6,000.00	6,000.00	6,000.00
Heating & Cooling	3,000.00	6,027.12	4,500.00	3,812.63	4,000.00	2,856.71			
Janitorial Supplies	500.00	577.45	2,000.00	241.37	500.00	169.99	500.00	500.00	500.00
Maintenance Agreements			500.00	-	200.00		200.00	200.00	200.00
Mileage Reimbursement							1,000.00	1,000.00	1,000.00
Office Computer Equip	300.00	252.08	750.00	380.58	1,000.00	869.08	500.00	500.00	500.00
Office Improvements			500.00	-	500.00	39.99			
Operating Supplies		3,135.42							
Office Supplies		182.17	750.00	1,143.52	1,500.00	972.76	1,500.00	1,500.00	1,500.00
Postage		81.09	150.00	58.47	150.00	62.04	150.00	150.00	150.00
Printer Lease & Maintenance									
Printer Usage									
Professional Services	3,000.00	6,118.15	15,000.00	7,158.78	15,000.00	9,146.54	16,500.00	16,500.00	16,500.00

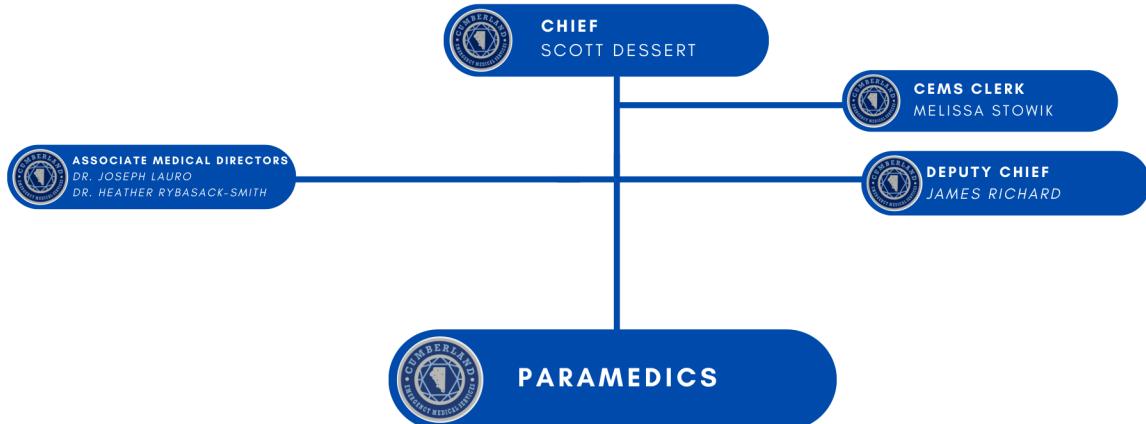
Repairs Building	3,000.00							-	-	-
Repairs Equipment			1,500.00	2,855.00	5,000.00	4,974.77		-	-	-
Office Equipment & Repairs			300.00	525.00	500.00	971.96		1,500.00	1,500.00	1,500.00
Vehicle Repair		579.54	1,000.00	1,040.00	1,200.00	1,086.08		1,500.00		
Telephone	1,000.00	992.42	1,500.00	111.86	500.00	-		500.00	500.00	500.00
Travel & Conventions			500.00	201.07	500.00	-		500.00	500.00	500.00
Water			250.00		250.00	-				
Vehicle Replacement										
Lincoln Shelter Services	12,000.00	12,000.00	12,000.00	11,203.00	12,000.00	9,000.00		12,000.00	12,000.00	12,000.00
Animal Feeds		338.95	3,100.00		3,000.00	346.96		3,000.00	3,000.00	3,000.00
Capital Improvements								-	-	-
Building Improvements										
Sewer			1,000.00		1,000.00	177.43		3,000.00	-	-
Martin St. - Cable/Internet								6,000.00	-	-
Martin St. - Utilities - Electric								3,500.00	-	-
Martin St. - Heating/Cooling								250.00	-	-
Martin St. - Water								1,000.00	-	-
Martin St. - Sewer								1,500.00	1,500.00	1,500.00
Field Equipment - Domestic Animals								1,500.00	1,500.00	1,500.00
Wildlife Equipment & Repairs								3,000.00	3,000.00	3,000.00
Kennel Equipment & Repairs								500.00	500.00	500.00
Medical Supplies						880.00		3,500.00	3,500.00	3,500.00
Vehicle Equipment & Repairs								650.00	650.00	650.00
Internet/Data Plan										
TOTALS	\$ 142,931.00	\$ 136,871.88	\$ 180,421.23	\$ 148,470.80	\$ 172,473.95	\$ 145,219.98		\$ 201,767.62	\$ 186,517.62	\$ 186,517.62

Salary and Benefits Breakdown - Animal Control

	FY 2024	FY 2025
Animal Control Officer	47,392.80	54,490.80
Assistant Animal Control Officer	41,004.60	47,975.20
Healthcare Buyback	3,000.00	3,000.00
Clothing Allowance	2,000.00	2,000.00
Longevity	-	-
	<hr/>	<hr/>
Employee Co-Share	\$ 93,397.40	\$ 107,466.00
Health	-	-
HSA Upload	-	-
Dental	1,166.64	357.84
FICA	6,915.40	7,991.65
Retirement	7,646.38	8,863.31
Life Insurance	1,788.00	1,788.00
	<hr/>	<hr/>
	\$ 17,516.42	\$ 19,000.80

Totals: \$ 110,913.82 \$ 126,466.80

CUMBERLAND EMERGENCY MEDICAL SERVICES



DEPARTMENTAL OVERVIEW

Cumberland Emergency Medical Services (CEMS) is a municipal (Town) department which is the primary provider of EMS to the Town of Cumberland.

The department deploys two transporting Paramedic advanced life support (ALS) level units 24 hours a day, 7 days a week and when staffing allows, deploys a third impact unit based on call volume. The Department also operates a non-transport Paramedic asset most weekdays.

DEPARTMENTAL GOALS - FY 2025

- Work towards staffing a supervisor response vehicle to respond to all EMS calls within Cumberland.
- Work towards staffing a third ambulance during daytime hours, 7 days a week.
- Establish a comprehensive quality improvement program.



PROGRESS TOWARDS FY 2024 GOALS - CUMBERLAND EMS



GOAL ONE:

Focus on increasing proficiency in all areas of emergency medicine utilizing our new human patient simulation lab.

With guidance from our EMS physicians, we have created simulation scenarios that we are likely to encounter when caring for patients. Using these scenarios, we have performed education and training towards airway management and mechanical ventilation for our paramedics.

GOAL TWO:

Continue the pathway to achieving accreditation by the Commission on the Accreditation of Medical Transport Systems.

We have started to gather the information that will be required for accreditation. New standards are due to be released spring 2024 and we await those standards.

GOAL THREE:

Support our communities health needs via mobile integrated health, preventative healthcare, and public education.

We continue to offer vaccinations to home-bound residents. Our grant funded mobile health SUV was officially placed in service in November 2023. We received a grant from the RI Department of Health to aid in expansion of our Mobile Integrated Health program.

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025

Emergency Medical Services - #024

as of: 5/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Salaries	1,219,025.00	1,201,751.98	1,389,893.62	1,295,371.85	1,523,997.20	1,196,643.74	1,523,997.00	1,523,997.00	1,523,997.00
Overtime	220,000.00	179,153.83	220,000.00	363,938.99	270,000.00	227,138.79	270,000.00	270,000.00	270,000.00
Longevity	91,954.00	84,584.19	14,894.53	3,156.66	2,946.22	13,569.29	3,426.08	3,426.08	3,426.08
Holiday Pay	82,280.00	65,424.62	86,866.51	91,187.83	86,866.00	97,607.00	86,444.28	86,444.28	86,444.28
Out of Rank Pay		-		-				-	-
Cell Phone Stipend	600.00	550.00		600.00			550.00	550.00	550.00
Mileage Stipend								-	-
Teamster Clothing Allowance							300.00	300.00	300.00
Education Stipend	5,000.00	3,428.00	5,000.00	4,445.75	5,000.00	2,674.12	29,200.00	29,200.00	29,200.00
Clothing Cleaning Allowance	34,200.00	31,441.10	30,600.00	25,311.43	34,000.00	27,637.72		-	-
Retirement/Severance		-				9,134.40		-	-
EMS Detail Payroll		10,209.30		10,502.50		6,800.00		-	-
MERS Defined Benefit	124,000.00	149,710.05	170,420.27	162,052.16	150,998.75	134,591.30	143,479.11	143,479.11	143,479.11
TIAA-CREF Contribution		-		-	1,212.49	-	1,489.30	1,489.30	1,489.30
FICA	118,766.00	124,811.03	112,994.58	130,420.49	110,572.29	111,950.56	105,339.20	105,339.20	105,339.20
Medicare								-	-
Unemployment								-	-
Workers Compensation								-	-
TDI								-	-
Health Insurance ER	380,764.00	405,391.86	306,955.63	318,993.96	306,955.63	340,296.18	320,059.48	320,059.48	320,059.48
Health Insurance EE	(43,750.00)	(39,440.90)	(41,248.48)	(32,123.62)		(31,133.62)	(37,248.12)	(37,248.12)	(37,248.12)
HSA Cost				54,000.00			50,000.00	50,000.00	50,000.00
Dental ER	15,732.00	18,705.32	15,374.06	16,626.84	13,351.92	15,359.92	14,495.52	14,495.52	14,495.52
Dental EE		(18.34)		(247.59)	(238.42)	(192.57)	(238.42)	(238.42)	(238.42)
Life Insurance	15,873.00	16,911.50	16,539.00	17,097.75	18,327.00	15,198.00	16,539.00	16,539.00	16,539.00
Advertising		-		3,500.00					
Cable/Internet/Telephone	4,750.00	5,153.02	4,750.00	5,228.92	4,750.00	438.48	9,000.00	9,000.00	9,000.00
Capital Leases		101,779.67	167,939.00	105,267.70	167,939.00	175,957.70	167,939.00	167,939.00	167,939.00
Dept Software & Licenses	2,500.00	2,324.82	2,500.00	772.33			35,000.00	35,000.00	35,000.00
Dues & Subscriptions	2,000.00	1,355.75	2,000.00	1,450.65	2,000.00	231.28			
Electricity	34,000.00	5,785.29	30,000.00	19,495.27	30,000.00	12,603.71	30,000.00	20,000.00	20,000.00
Furniture and Fixtures	5,000.00	4,289.91	5,000.00	-	5,000.00	1,497.78	5,000.00	5,000.00	5,000.00
Vehicle Fuel & Oil	28,000.00	44,367.45	30,000.00	78,991.16	40,000.00	36,503.02	80,000.00	60,000.00	60,000.00
Heating & Cooling	9,360.00	7,211.21	9,000.00	6,886.55	7,000.00	7,767.70	7,000.00	7,000.00	7,000.00
Janitorial Supplies	9,800.00	5,727.80	9,800.00	2,399.66	9,800.00	4,195.36	7,000.00	7,000.00	7,000.00
Maintenance Agreements	47,000.00	53,930.60	47,000.00	42,026.54	45,000.00	38,545.12	20,000.00	20,000.00	20,000.00
Mileage Reimbursement		-		-			-	-	-
Office Computer Equip		6,278.61	2,500.00		2,500.00	826.70	2,500.00	2,500.00	2,500.00
Office Improvements		346.62					-	-	-
Office Supplies	2,000.00	912.68	2,000.00	2,067.56	2,000.00	1,756.70	2,000.00	2,000.00	2,000.00
Operating Supplies	48,000.00	27,560.84	50,000.00	55,896.18	50,000.00	44,722.03	50,000.00	50,000.00	50,000.00
Postage	800.00	281.89	800.00	452.75	500.00	440.71	500.00	500.00	500.00
Printer Usage				506.25					
Professional Services									
Radio Equipment	6,000.00	5,433.63	6,000.00		6,000.00	273.92	6,000.00	6,000.00	6,000.00

Repairs Building	-	4,675.75	5,000.00	4,000.45	5,000.00	7,017.96	8,000.00	8,000.00	8,000.00
Repairs Equipment	5,000.00	3,417.78	5,000.00	3,009.48	5,000.00	8,511.28	8,000.00	8,000.00	8,000.00
Office Equipment & Repairs	500.00		500.00	1,569.64	500.00	1,500.00	500.00	500.00	500.00
Vehicle Repair	25,000.00	20,427.80	25,000.00	25,177.80	25,000.00	18,784.01	28,000.00	28,000.00	28,000.00
Special Services	5,000.00	19,715.22	5,000.00	3,382.77	5,000.00	435.99	5,000.00	5,000.00	5,000.00
Telephone	4,800.00	4,503.37	4,800.00	4,715.16	4,800.00	6,257.90			
Travel & Conventions	2,000.00	1,543.40	2,000.00	1,509.52	2,500.00	-	2,000.00	2,000.00	2,000.00
Water	2,500.00	815.51	2,500.00	1,215.66	2,000.00	935.37	2,000.00	2,000.00	2,000.00
Vehicle Replacement	102,000.00						-	-	-
Clothing Cleaning Expense	10,500.00	9,998.29	10,500.00	101.94	10,500.00		10,500.00	10,500.00	10,500.00
Cell Phone Expenses	6,000.00	6,751.70	6,000.00	6,594.39	6,000.00	6,408.74	7,000.00	7,000.00	7,000.00
Education & Training	10,000.00	17,783.53	20,000.00	17,289.54	20,000.00	8,638.84	20,000.00	20,000.00	20,000.00
College Reimbursement	5,000.00	2,648.25		1,195.00	5,000.00	4,693.33	8,000.00	8,000.00	8,000.00
Personal Protective Equipment	8,000.00	7,221.00	10,000.00	2,655.05	10,000.00	11,675.15	14,000.00	14,000.00	14,000.00
Testing for Employment	2,000.00	660.41	2,000.00	5,887.00	2,000.00	1,230.00	2,000.00	2,000.00	2,000.00
Equipment Replacement	25,000.00	25,472.46	25,000.00	4,138.09	25,000.00	17,280.40	25,000.00	25,000.00	25,000.00
Point of Care Lab Expenses - RENAME COMMUNITY PARAMEDICINE		3,677.72	17,000.00	9,144.51	17,000.00	1,484.21	17,000.00	17,000.00	17,000.00
Capital Improvements					-		8,000.00	-	-
Building Improvements					-		10,000.00	10,000.00	10,000.00
Sewer	2,000.00	1,406.76	2,000.00	1,395.07	2,000.00	1,093.27	2,000.00	2,000.00	2,000.00
Community Outreach	2,500.00	775.67	2,500.00	68.50	2,500.00	585.00	2,500.00	2,500.00	2,500.00
Class A Uniform							16,000.00	16,000.00	16,000.00
Accreditation	8,500.00	4,783.65	8,500.00		8,000.00		8,000.00	8,000.00	8,000.00
TOTALS	\$ 2,689,954.00	\$ 2,661,631.60	\$ 2,850,878.72	\$ 2,879,326.09	\$ 3,054,278.08	\$ 2,589,566.49	\$ 3,140,519.55	\$ 3,102,519.55	\$ 3,102,519.55

Salary and Benefits Breakdown - Emergency Medical Services

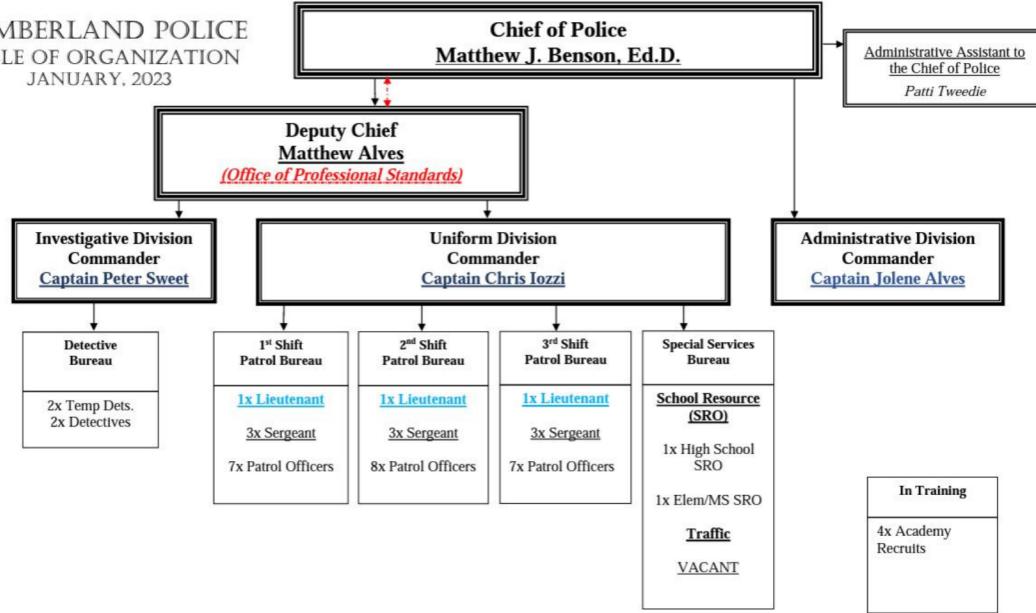
	FY 2024	FY 2025
Chief	79,160.12	99,985.60
Deputy Chief	73,258.19	90,322.70
Captain Paramedics	146,516.37	146,516.37
Paramedics - Lt	143,866.03	143,866.03
PVT/Paramedic	954,553.70	954,553.70
(4) Per Diem	65,554.00	65,554.00
1 Clerk III	42,088.80	48,944.03
Medical Director Stipend	12,000.00	12,000.00
Clothing Allowance	34,000.00	29,200.00
Teamster Clothing Allowance		300.00
Health Club Allowance	6,000.00	6,000.00
Contract Stipends	1,250.00	1,250.00
Healthcare Buyback	7,000.00	6,500.00
Longevity	2,946.22	3,426.08
	\$ 1,568,193.42	\$ 1,608,418.50
Employee Co-Share	29,248.70	37,248.12
Health	263,233.83	320,059.48
HSA Upload	44,000.00	50,000.00
Dental	13,351.92	14,495.52
FICA	110,572.29	105,339.20
Pension	150,998.75	143,479.11
Life Insurance	18,327.00	16,539.00
	\$ 629,732.50	\$ 687,160.43

Totals: \$ 2,197,925.91 \$ 2,295,578.93

CUMBERLAND POLICE DEPARTMENT



CUMBERLAND POLICE
TABLE OF ORGANIZATION
JANUARY, 2023



DEPARTMENTAL OVERVIEW

The Cumberland Police Department's vision statement is "Forging a spirit of cooperation and communication between the police and the community."

The Cumberland Police Department's mission statement is "To provide professional police service in our diverse and growing community through a spirit of cooperation and communication; enhancing the quality of life through impartial enforcement of the law and recognizing the changing face of our nation, emphasizing the highest level of integrity and ethical standards."

DEPARTMENTAL GOALS

- Establishment of a Drone Program
- Establishment of a Canine (K9) Program
- Full Staff Rifle Deployment



PROGRESS TOWARDS FY 2024 GOALS - CUMBERLAND POLICE DEPARTMENT



GOAL ONE:

Implement a body-worn camera program

The implementation of the body-worn camera program has been completed. Throughout the course of the year the police department followed the below procedure:

- Identify cameras to purchase
- Acquire funding
- Develop policies
- Purchase equipment
- Train on tool
- Deploy
- Review

GOAL TWO:

Upgrade Radio Infrastructure

In progress: Cybercom has provided a spec sheet of all necessary portables, mobiles, and in-house console upgrades with associated installation costs. The Town also has successfully secured grant funding through congressional earmarks.

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Cumberland Police Department - #022

as of: 05/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Salaries	3,614,716.00	3,457,465.92	3,633,809.00	3,318,898.18	3,853,839.02	3,064,346.60	3,900,839.02	3,900,839.02	3,900,839.02
Overtime	70,000.00	22,345.91	70,000.00	106,966.10	70,000.00	141,064.95	160,000.00	160,000.00	160,000.00
Longevity	182,754.50	180,992.48	191,862.61	172,670.46	208,534.02	158,249.21	208,534.02	208,534.02	208,534.02
Holiday Pay	233,637.63	192,591.75	250,296.75	186,955.07	215,370.87	172,579.70	218,747.36	218,747.36	218,747.36
Out of Rank Pay		-					-	-	-
Cell Phone Stipend	3,360.00	2,940.00	3,360.00	3,675.00	3,360.00	3,780.00	3,360.00	3,360.00	3,360.00
Mileage Stipend							-	-	-
Teamster Clothing Allowance						258.00	900.00	900.00	900.00
Education Stipend	7,500.00	9,250.00	8,000.00	8,500.00	8,500.00	8,750.00	10,000.00	10,000.00	10,000.00
Detective Stipend	800.00	800.00	800.00	-	800.00	1,000.00	1,200.00	1,200.00	1,200.00
Clothing Cleaning Allowance	99,875.00	109,450.53	98,025.00	129,695.81	102,500.00	89,471.46	102,500.00	102,500.00	102,500.00
Accreditation Bonus	49,000.00	47,000.00	49,000.00	42,500.00	50,000.00	46,000.00	50,000.00	50,000.00	50,000.00
Sick Leave		3,000.00		3,250.00	3,000.00	7,000.00	7,000.00	7,000.00	7,000.00
Retirement Leave Payout	75,000.00	42,788.56	75,000.00	-	45,000.00	47,158.67	45,000.00	45,000.00	45,000.00
MERS Defined Benefit	33,681.00	30,660.06	27,238.42	37,707.09	33,934.83	27,648.49	36,391.92	36,391.92	36,391.92
TIAA-CREF Contribution		-			3,923.10		4,108.26	4,108.26	4,108.26
FICA	306,718.00	301,165.78	301,638.45	292,907.11	294,818.69	276,661.23	267,343.23	267,343.23	267,343.23
Medicare							-	-	-
Unemployment							-	-	-
Workers Compensation							-	-	-
TDI							-	-	-
Health Insurance ER	808,424.00	883,622.93	809,841.57	841,797.41	907,514.34	799,507.44	870,534.16	870,534.16	870,534.16
Health Insurance EE	(98,000.00)	(99,301.83)	(82,224.74)	(102,882.40)		(90,073.64)	(92,997.84)	(92,997.84)	(92,997.84)
HSA Upload				147,000.00		132,000.00	139,000.00	139,000.00	139,000.00
Dental ER	42,535.00	44,149.90	41,778.30	43,412.26	43,844.40	40,029.56	40,021.20	40,021.20	40,021.20
Dental EE	(776.00)	(544.71)	(315.12)	(745.20)	(717.60)	(607.20)	(956.02)	(956.02)	(956.02)
Life Insurance	26,198.00	25,896.20	27,070.75	24,093.30	28,161.00	20,353.40	27,624.60	27,624.60	27,624.60
Advertising	2,500.00	1,309.45	2,500.00	1,209.00	2,500.00	4,539.89	3,000.00	3,000.00	3,000.00
Fingerprint Expense				2,270.00	2,000.00	2,520.00	3,000.00	3,000.00	3,000.00
Cable/Internet				8,567.36	3,600.00	6,198.52	10,000.00	6,000.00	6,000.00
Capital Leases				-			171,000.00	171,000.00	171,000.00
Dept Software & Licenses				38,012.34		9,725.70	60,000.00	60,000.00	60,000.00
Dues & Subscriptions	2,500.00	2,334.00	2,500.00	1,275.00	2,500.00	1,733.19	2,500.00	2,500.00	2,500.00
Education & Training	15,000.00	17,918.64	15,000.00	38,244.48	30,000.00	32,766.80	33,000.00	33,000.00	33,000.00
Electricity	30,000.00	49,963.33	30,000.00	65,048.37	54,000.00	42,015.12	60,000.00	54,000.00	54,000.00
Furniture and Fixtures				214.25	3,000.00	5,235.11	3,000.00	3,000.00	3,000.00
Vehicle Fuel & Oil	50,000.00	73,240.65	70,000.00	121,895.87	70,000.00	53,256.05	70,000.00	70,000.00	70,000.00

Heating & Cooling		5,477.26	5,000.00	35,570.87	5,250.00	8,388.49		7,500.00	7,500.00	7,500.00
Janitorial Supplies	4,000.00	3,561.80	4,000.00	2,012.72	4,000.00	2,192.96		4,000.00	4,000.00	4,000.00
Maintenance Agreements	33,540.00		30,000.00	16,529.05	23,000.00	48,208.56		23,000.00	23,000.00	23,000.00
Mileage Reimbursement				-	-	-		-	-	-
Office Computer Equip			2,500.00	675.97	3,000.00	257.94		3,000.00	3,000.00	3,000.00
Office Improvements					1,500.00	-		1,500.00	-	-
Office Supplies	8,000.00	10,789.82	8,000.00	9,115.86	10,000.00	4,604.60		11,000.00	7,500.00	7,500.00
Postage		387.45	200.00	553.37	300.00	567.53		600.00	600.00	600.00
Printer Lease & Maintenance						-		-	-	-
Printer Usage				1,171.64	1,000.00	1,561.53		1,000.00	1,000.00	1,000.00
Professional Services	30,000.00	15,006.89	35,000.00	17,554.67	35,000.00	320.00		35,000.00	5,000.00	5,000.00
Radio Equipment	36,000.00	70,104.68	50,000.00	61,862.71	50,000.00	17,091.04		60,000.00	35,000.00	35,000.00
Repairs Building	6,000.00	14,891.18	10,000.00	14,086.82	10,000.00	19,576.68		12,000.00	12,000.00	12,000.00
Repairs Equipment		1,370.95	3,000.00	1,894.00	3,000.00			4,000.00	2,000.00	2,000.00
Office Equipment & Repairs		-	-			-				
Vehicle Repair	40,000.00	39,098.55	50,000.00	31,354.31	50,000.00	32,012.86		52,500.00	40,000.00	40,000.00
Telephone	20,000.00	13,957.48	20,000.00	9,028.75	20,000.00	5,394.98		20,000.00	10,000.00	10,000.00
Travel & Conventions		-		-	500.00			500.00	500.00	500.00
Water	1,500.00	431.48	2,000.00	328.36	2,000.00	425.68		2,000.00	2,000.00	2,000.00
Vehicle Replacement	145,000.00	72,155.36	145,000.00	122,587.34	165,000.00	201,982.20		-	-	-
Accreditation Expense	7,500.00	8,685.00	7,500.00	2,044.33	7,500.00	4,760.00		7,500.00	7,500.00	7,500.00
Weapons & Ammunition	5,000.00	3,952.58	10,000.00	23,715.94	17,500.00	17,431.65		21,000.00	21,000.00	21,000.00
Ballistic Vest	3,000.00	-	3,000.00	-	7,000.00	-		7,000.00	7,000.00	7,000.00
Personnel Equipment	25,000.00	4,515.42	25,000.00	17,748.52	30,000.00	19,864.57		33,000.00	20,000.00	20,000.00
Photography & ID	15,000.00	15,120.00	15,000.00	13,108.04	15,500.00	14,748.58		17,500.00	17,500.00	17,500.00
Special Operations	5,000.00	9,150.72	5,000.00	5,335.21	5,000.00	700.41		7,500.00	5,000.00	5,000.00
Grant Match Funds	5,000.00	5,486.83	5,000.00	5,264.06	7,000.00			14,000.00	14,000.00	14,000.00
Capital Improvements	-				-			-	-	-
Building Improvements			4,000.00	6,927.47	4,000.00	3,915.48		6,000.00	3,500.00	3,500.00
Sewer		80.00	2,000.00	2,503.08	2,000.00	4,555.56		2,000.00	2,000.00	2,000.00
EMA Stipend	7,500.00	7,500.00	7,500.00	5,625.00				-	-	-
STRESS	10,000.00	2,174.79	10,000.00	4,563.11	10,000.00	6,175.97		10,000.00	10,000.00	10,000.00
Traffic Calming	40,000.00	33,864.06	40,000.00	16,543.52	40,000.00	19,666.91		40,000.00	40,000.00	40,000.00
Taser & Bodycam				28,871.02	19,287.00	28,871.05		23,471.00	23,471.00	23,471.00
K9 Expense					20,000.00	361.10		23,000.00	5,000.00	5,000.00
Recruit Expense				23,682.63	10,000.00	7,492.61		30,000.00	25,000.00	25,000.00
Vehicle Technology					31,000.00	23,974.02		35,000.00	35,000.00	35,000.00
New Community Policing								5,000.00	5,000.00	5,000.00
New Drone Expense								2,500.00	2,500.00	2,500.00
New FLOCK Expense								40,000.00	40,000.00	40,000.00
TOTALS	\$ 6,002,463.13	\$ 5,736,801.85	\$ 6,123,881.00	\$ 6,013,395.23	\$ 6,649,319.67	\$ 5,598,271.21		\$ 6,930,718.75	\$ 6,795,218.75	\$ 6,795,218.75

TELECOMMUNICATIONS DISPATCH



ORGANIZATIONAL CHART



DEPARTMENTAL OVERVIEW

Our Telecommunications Department and dispatchers receive incoming calls on the 911 line, obtain relevant information, prioritize calls, and reroute them to emergency medical services, fire department, or police department.

They play a critical role in our Public Safety operations in Town.

DEPARTMENTAL GOALS - FY 2025

Complete the upgrade of the Public Safety Radio system. This will improve communications capabilities amongst all public safety officials.



TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Telecommunications - #025

as of: 5/10/24

	FY 2022		FY 2023		FY 2024			PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED		DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Salaries	328,055.00	293,629.81	326,580.80	306,493.46	326,580.80	362,316.69		483,600.00	483,600.00	483,600.00
Overtime	35,000.00	64,195.60	40,000.00	46,598.03	40,000.00	50,840.51		40,000.00	40,000.00	40,000.00
Longevity	16,971.00	13,580.01	15,489.62	12,619.27	12,126.26	7,473.50		7,242.00	7,242.00	7,242.00
Holiday Pay	31,689.00	16,106.05	29,575.92	17,355.26	29,575.00	21,240.29				
Out of Rank Pay		-								
Cell Phone Stipend		-								
Mileage Stipend		-				-				
Education Stipend		-								
Clothing Cleaning Allowance	1,925.00	84.99	2,200.00	2,533.98	2,200.00	476.36		2,200.00	2,200.00	2,200.00
Retirement/Severance						15,424.44				
MERS Defined Benefit	41,256.00	38,118.48	36,977.81	42,462.67	25,418.19	34,795.74		42,457.83	42,457.83	42,457.83
TIAA-CREF Contribution			3,321.35		2,938.52			4,836.00	4,836.00	4,836.00
FICA	31,715.00	30,422.65	26,168.39	30,497.71	22,594.42	34,526.10		37,893.66	37,893.66	37,893.66
Medicare										
Unemployment										
Workers Compensation										
TDI										
Health Insurance ER	109,605.00	75,855.68	95,196.42	63,902.16	106,334.27	74,289.24		75,301.63	75,301.63	75,301.63
Health Insurance EE	(14,000.00)	(8,307.42)	(7,999.68)	(8,999.64)		(9,512.60)		(12,999.74)	(12,999.74)	(12,999.74)
HSA Upload				21,000.00				24,000.00	24,000.00	24,000.00
Dental ER	6,364.00	3,553.26	4,927.04	3,324.12	3,383.76	3,702.36		3,741.60	3,741.60	3,741.60
Dental EE	(238.00)	-	(476.84)	(10.00)	-			-	-	-
Life Insurance	2,000.00	2,495.75	3,129.00	2,905.50	2,682.00	2,309.50		4,023.00	4,023.00	4,023.00
Advertising										
Cable/Internet										
Capital Leases										
Dept Software & Licenses										
Dues & Subscriptions										
Education & Training										
Electricity	2,000.00	1,736.00	3,000.00	4,145.00	5,000.00	858.00		5,000.00	5,000.00	5,000.00
Furniture and Fixtures										
Heating & Cooling			1,000.00		1,000.00	1,142.86		1,000.00	1,000.00	1,000.00
Janitorial Supplies										
Maintenance Agreements										
Mileage Reimbursement										
Office Computer Equip										

Office Improvements			1,000.00		1,000.00	19.00		1,000.00	1,000.00	1,000.00
Office Supplies										
Postage										
Printer Lease & Maintenance										
Printer Usage										
Professional Services										
Office Equipment & Repairs										
Vehicle Repair										
Telephone										
Travel & Conventions										
Water										
Vehicle Replacement										
TOTALS	\$ 592,342.00	\$ 531,470.86	\$ 580,089.83	\$ 544,827.52	\$ 580,833.20	\$ 599,901.99		\$ 708,295.72	\$ 708,295.72	\$ 708,295.72

Salary and Benefits Breakdown - Telecommunications

	FY 2024	FY 2025
Dispatcher Foreman	49,774.40	59,280.00
Dispatchers	262,080.14	424,320.00
Contract Unused Sick	1,100.00	1,100.00
Longevity	12,126.26	7,242.00
Healthcare Buy Back	1,500.00	4,500.00
Clothing Allowance	-	2,200.00
	<hr/> \$ 326,580.80	<hr/> \$ 498,642.00
Employee Co-Share	7,999.68	12,999.74
Health	106,334.27	75,301.63
HSA Upload	21,000.00	24,000.00
Dental	3,383.76	3,741.60
FICA	22,594.42	37,893.66
Retirement	25,418.19	42,457.83
Life Insurance	2,682.00	4,023.00
	<hr/> \$ 189,412.31	<hr/> \$ 200,417.46

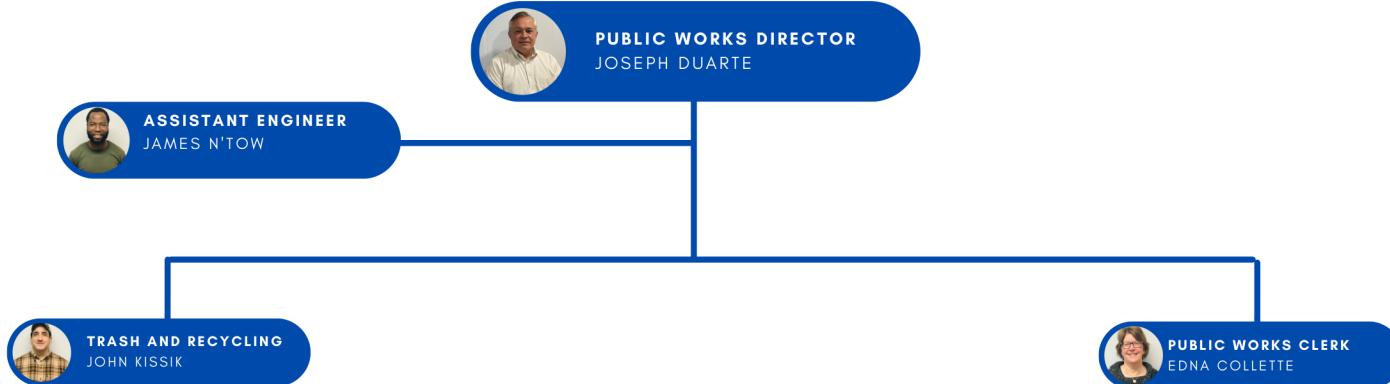
Totals: **\$ 515,993.10** **\$ 699,059.46**

Section Eight: Public Works

DEPARTMENT OF PUBLIC WORKS



ORGANIZATIONAL CHART



DEPARTMENTAL OVERVIEW

The mission of the Department of Public Works 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; trash and recycling; and all associated capital improvement projects.

DEPARTMENTAL GOALS - FY 2025

- **Abbott Street Pump Station:** Funding has been secured and the goal is to have the pump station constructed by the end of 2025. Abbott Street Sewer Pump Station has exceeded its' useful life.
- **Old Reservoir Road:** Old Reservoir Road has had on-going road flooding issues for many years. The goal is to provide a drainage corrective measure (small pumping Station) to reduce the road flooding.
- **Industrial Road Drainage:** The goal is to have the drainage project started and completed by the end of 2024.



PROGRESS TOWARDS FY 2024 GOALS - PUBLIC WORKS



GOAL ONE:

Fleet Maintenance Facility

: We are still investigating the feasibility of converting the Monastery Facility to a central fleet maintenance center. The cost to rehabilitate the building could become an obstacle. The Kent Street Garage is also being considered for the central fleet maintenance center.

GOAL TWO:

Upgrade the Abbott Street Sewer Pump Station. It has exceeded its' useful life.

The construction bid for the Abbott Street Pump Station was awarded to Ferreira Construction Corp. Due to electronic supply (generators, controls) delays, construction is anticipated to start in the Fall of 2024 and be completed by the end of 2025.

GOAL THREE:

The roadway drainage on Industrial Road and efforts should be made to provide immediate improvements to the drainage system.

The final concept plans for the Industrial Road Drainage Project are complete (pending Okonite approvals). Upon Okonite approvals, final plans will be started. Construction is anticipated to be completed in 2024.

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Public Works- #028

as of: 05/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Salaries	207,358.00	186,404.42	234,435.88	267,760.26	269,091.35	235,292.85	289,347.63	289,347.63	289,347.63
Overtime							300.00	-	-
Longevity				300.00	300.00	300.00	300.00	300.00	300.00
Cell Phone Stipend	1,200.00	1,050.00	1,200.00	1,750.00	1,200.00	1,650.00	1,200.00	1,200.00	1,200.00
Mileage Stipend						-	-	-	-
Teamster Clothing Allowance						290.00	300.00	300.00	300.00
Retirement/Severance							24,924.77	24,924.77	24,924.77
MERS Defined Benefit	22,087.00	23,030.26	23,717.47	31,609.69	19,804.02	22,616.45	2,878.48	2,878.48	2,878.48
TIAA-CREF Contribution	1,964.00	-	2,194.03	-	2,675.91	-	22,158.04	22,158.04	22,158.04
FICA	15,863.00	14,060.73	17,967.79	20,384.12	20,608.44	17,640.17	-	-	-
Workers Compensation							58,111.60	58,111.60	58,111.60
TDI							(8,000)	(7,999.94)	(7,999.94)
Health Insurance ER	45,198.00	50,972.68	45,433.25	55,312.92	56,972.31	46,134.64	10,000	10,000.00	10,000.00
Health Insurance EE	(6,000.00)	(5,811.95)	(6,000.02)	(9,110.97)		(6,076.82)	3,823.20	3,823.20	3,823.20
HSA Upload				10,000.00		-	(680.68)	(680.68)	(680.68)
Dental ER	3,466.00	3,438.16	3,488.37	3,726.94	2,668.08	3,504.60	3,129.00	3,129.00	3,129.00
Dental EE	(477.00)	(588.50)	(606.84)	(701.18)	(680.68)	(575.96)	500.00	500.00	500.00
Life Insurance	1,475.00	3,054.50	2,235.00	3,129.00	3,129.00	2,607.50			
Advertising	1,000.00	-	1,000.00	158.00	1,000.00	56.00			
Capital Leases									
Dept Software & Licenses	600.00	73.08	500.00	589.92					
Dues & Subscriptions	500.00	219.50	500.00	312.50	500.00	504.00	500.00	500.00	500.00
Education & Training	100.00		500.00	448.48	500.00	75.00	500.00	500.00	500.00
Utilities	247,000.00								
Furniture & Fixtures	1,000.00		1,000.00	512.74	1,000.00	22.84	1,000.00	1,000.00	1,000.00
Vehicle Fuel & Oil									
Maintenance Agreements			1,250.00		1,250.00	1,250.00	1,250.00	1,250.00	1,250.00
Mileage Reimbursement									
Office Computer Equip	1,500.00	407.98	1,000.00	(622.51)	1,000.00	123.69	1,000.00	1,000.00	1,000.00
Office Improvements	500.00	358.05		(405.04)	-		-	-	-
Office Supplies	650.00	1,134.05	1,200.00	1,910.02	1,200.00	1,494.52	1,200.00	1,200.00	1,200.00
Operating Supplies	1,900.00	3,625.53	2,700.00	1,976.50	2,700.00	804.55	2,000.00	2,000.00	2,000.00
Postage	200.00	202.77	250.00	538.48	300.00	262.79	300.00	300.00	300.00
Printer Lease & Maintenance	700.00	640.00	640.00	640.00	640.00	160.00	640.00	640.00	640.00
Printer Usage					-				

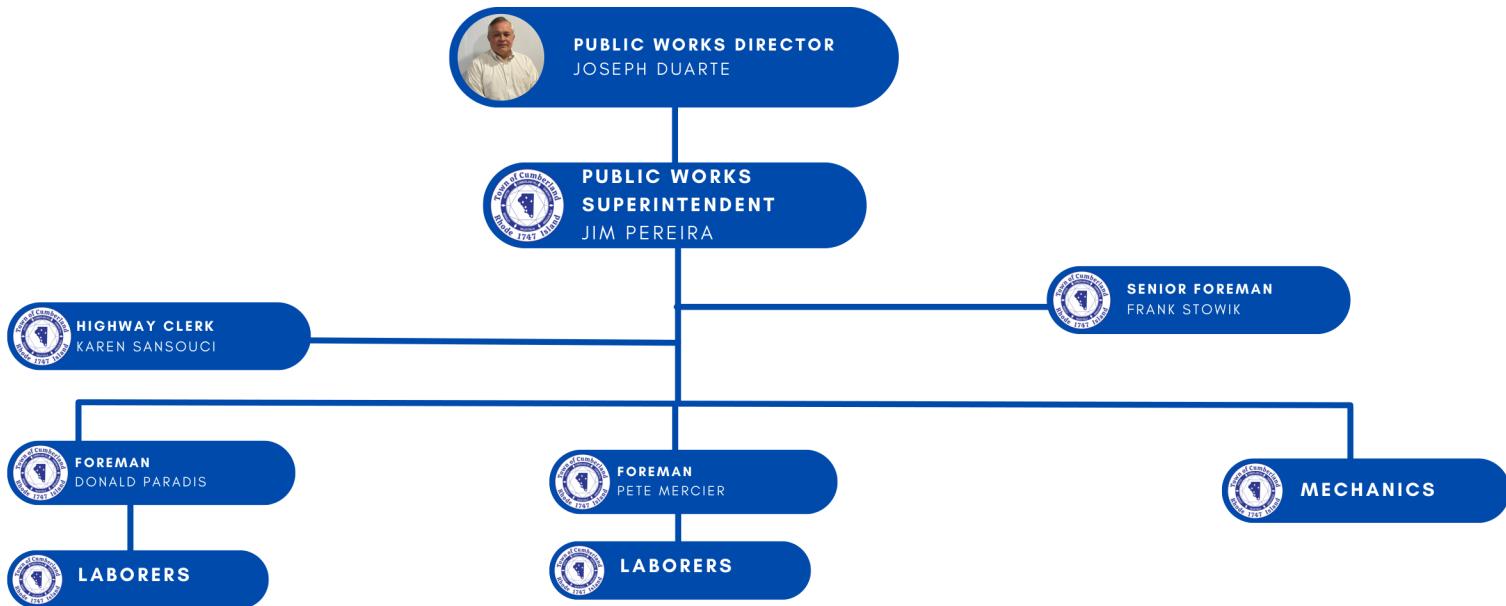
Professional Services	10,000.00	900.00	10,000.00	150.00	10,000.00	12,163.00	15,000.00	10,000.00	10,000.00
Recycling	660,500.00	441,540.73	-	(520.00)					
Recycling - School Program	7,200.00								
Repairs Equipment									
Office Equipment & Repairs	500.00								
Vehicle Repair		53.32							
Travel & Conventions	800.00								
Vehicle Replacement		-							
Street Lighting	225,600.00	273,483.99	225,000.00	347,988.61	250,000.00	240,509.75	272,000.00	250,000.00	250,000.00
RI Resource Recovery	560,000.00	481,570.81	644,000.00	600,586.61	653,000.00	593,480.61	809,650.00	750,655.00	750,655.00
Narr Bay Comm	4,000.00	3,790.34	4,500.00	3,848.21	4,500.00	3,541.41	4,500.00	4,500.00	4,500.00
Rubbish Collection	1,191,700.00	1,212,019.05	1,952,000.00	1,865,691.56	2,028,096.00	1,629,044.16	2,091,113.00	2,091,113.00	2,091,113.00
Emergency Drainage Repair	15,000.00	38,054.04	20,000.00	10,000.00	20,000.00	63,882.14	20,000.00		
TOTALS	\$ 3,223,084.00	\$ 2,733,683.54	\$ 3,190,104.93	\$ 3,217,964.86	\$ 3,351,454.43	\$ 2,870,757.89	\$ 3,626,645.04	\$ 3,520,650.04	\$ 3,520,650.04

Salary and Benefits Breakdown - Public Works

	FY 2024	FY 2025
Director of Public Works	117,000.00	124,797.40
Assistant Engineer	68,941.60	71,726.20
Recycling Coordinator	43,006.60	44,717.40
Clerk	38,643.15	46,606.63
Healthcare Buy Back	1,500.00	1,500.00
Teamster Clothing Allowance	300.00	300.00
Longevity	300.00	300.00
	<hr/> \$ 269,391.35	<hr/> \$ 289,947.63
Employee Co-Share	(7,999.94)	(7,999.94)
Health	56,972.31	58,111.60
HSA Upload	8,000.00	10,000.00
Dental	2,668.08	3,823.20
FICA	20,608.44	22,158.04
Retirement	19,804.02	24,924.77
Life Insurance	3,129.00	3,129.00
	<hr/> \$ 103,181.91	<hr/> \$ 114,146.68

Totals: **\$ 372,573.26** **\$ 404,094.30**

HIGHWAY DEPARTMENT



DEPARTMENTAL OVERVIEW

The Town of Cumberland's Highway Department is to provide labor services, materials, and equipment for highway and drainage infrastructure maintenance and improvements to the Town's municipally owned streets, bridges, and drainage infrastructure. They are responsible for municipal winter storm response, including the sanding/salting and plowing of Town streets and municipal parking lots.

DEPARTMENTAL GOALS - FY 2025

- Increased capacity for roadside brush trimming and cutting services for residents.
- Execute the Road Paving Project.
- Replace multiple failing drainage pipes and continue cleaning our basins.



PROGRESS TOWARDS FY 2024 GOALS - HIGHWAY DEPARTMENT



GOAL ONE:

Increased capacity for roadside brush trimming and cutting services for residents.

Last year we rented a flail mower for 6 weeks to try and catch up with two years of missed mowing. The guys mowed 6 days a week, doing what I believe was an excellent job trying to keep up with the growth. This year thanks to the Mayor we purchased our own roadside mower. Which will head out in the next week or so, when we finish sweeping all the sidewalks.

GOAL TWO:

Maintain capacity for road patching until we can acquire a bond for paving.

Highway patched everyday trying to keep up with potholes. Trying to keep claims down and help with rain run off onto their properties.

GOAL THREE:

Replace multiple failing drainage pipes and continue cleaning our basins.

The Highway Department has worked on several drainage pipe replacements: like Menard, Arnold Mill Road, Burnt Swamp, Bear Hill Road, Scott Road.

They also did clean up on multiple swales flooding people's yards like Rabbit Hill, Cargill Platt, Greenfield to Tower Flag. While dealing with flooding and other issues in town.

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Highway - #029

as of: 5/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Salaries	1,530,587.00	1,411,437.20	1,585,014.34	1,589,787.51	1,661,152.20	1,502,161.84	1,877,859.62	1,877,859.62	1,877,859.62
Overtime	20,000.00	49,505.08	35,000.00	32,240.49	35,000.00	46,639.08	35,000.00	35,000.00	35,000.00
OT Snow Removal	100,000.00	65,706.79	100,000.00	40,218.91	100,000.00	71,558.90	100,000.00	100,000.00	100,000.00
Longevity	65,746.00	68,716.39	59,862.20	73,005.23	58,703.89	64,390.29	65,124.17	65,124.17	65,124.17
Cell Phone Stipend	600.00	2,300.00	2,400.00	2,350.00	2,400.00	2,150.00	2,400.00	2,400.00	2,400.00
Mileage Stipend							-	-	-
Teamster Clothing Allowance						2,625.00	9,600.00	9,600.00	9,600.00
Retirement/Severance				1,177.05			-	-	-
MERS Defined Benefit	183,029.00	183,755.68	179,936.78	211,657.75	148,248.55	150,556.86	167,354.47	167,354.47	167,354.47
TIAA-CREF Contribution	14,003.00		15,337.93	-	16,611.52	-	18,696.10	18,696.10	18,696.10
FICA	131,979.00	116,228.79	126,062.56	135,463.60	131,568.99	123,535.30	148,007.13	148,007.13	148,007.13
Medicare							-	-	-
Unemployment				1,158.43		5,302.83	-	-	-
Workers Compensation							-	-	-
TDI							-	-	-
Health Insurance ER	580,891.00	503,464.49	529,246.27	540,668.25	526,469.26	476,325.51	551,727.91	551,727.91	551,727.91
Health Insurance EE	(71,669.00)	(76,947.52)	(77,669.00)	(88,335.75)		(69,502.20)	(82,333.42)	(82,333.42)	(82,333.42)
HSA Upload				157,000.00		-	154,000.00	154,000.00	154,000.00
Dental ER	22,939.00	31,168.40	26,133.72	31,842.22	25,477.68	27,578.52	29,072.64	29,072.64	29,072.64
Dental EE	(5,603.00)	(565.16)	(238.42)	(467.23)	(476.84)	(203.13)	(238.42)	(238.42)	(238.42)
Life Insurance	8,851.00	15,533.25	14,751.00	16,166.50	15,645.00	13,074.75	15,198.00	15,198.00	15,198.00
Advertising	1,000.00	300.70	1,000.00		500.00	-	300.00		
Cable/Internet	3,000.00	5,697.90	6,000.00	795.39	6,000.00	923.18	6,000.00	2,500.00	2,500.00
Capital Leases									
Dept Software & Licenses									
Dues & Subscriptions	500.00	342.00	500.00	244.00	400.00	330.00	400.00	400.00	400.00
Education & Training	1,000.00	1,040.00	1,200.00	1,474.79	800.00	1,515.00	800.00	800.00	800.00
Electricity	13,000.00	24,923.72	15,000.00	23,384.07	20,000.00	24,537.26	20,000.00	20,000.00	20,000.00
Furniture and Fixtures	4,000.00		4,000.00		3,000.00	-	1,500.00	1,500.00	1,500.00
Vehicle Fuel & Oil	75,000.00	145,707.44	115,000.00	55,321.63	115,000.00	140,265.55	115,000.00	115,000.00	115,000.00
Heating & Cooling		65.61		274.71	160.00	229.90	160.00	600.00	600.00
Janitorial Supplies	3,000.00	1,410.78	3,000.00	1,004.82	2,000.00	1,183.64	1,700.00	1,700.00	1,700.00
Maintenance Agreements									
Mileage Reimbursement									
Office Computer Equip	1,500.00		1,500.00	2,593.04	1,500.00	1,089.00	1,500.00	1,500.00	1,500.00

Office Improvements		866.58						
Office Supplies	1,500.00	948.76	1,500.00	1,306.05	1,500.00	1,115.05		
Operating Supplies	35,000.00	38,931.96	40,000.00	61,228.16	40,000.00	45,225.07		
Postage	250.00	327.45	250.00	415.57	325.00	314.62		
Printer Lease & Maintenance	5,000.00		5,000.00	3,498.40	5,000.00			
Printer Usage								
Professional Services								
Building Repairs	45,000.00	48,249.24	45,000.00	38,183.90	45,000.00	18,684.79		
Repairs Equipment	35,000.00	34,662.15	45,000.00	39,506.72	42,000.00	43,373.11		
Office Equipment & Repairs	1,000.00	148.80	1,000.00	3,067.72	1,000.00	921.09		
Vehicle Repair & Maintenance	57,000.00	63,546.75	62,000.00	82,075.28	70,000.00	94,610.69		
Special Projects	1,500.00	885.00		63.00		-		
Telephone	12,000.00	3,279.01	12,000.00	10,302.93	12,000.00	6,440.80		
Travel & Conventions								
Water	3,500.00	1,646.21	3,500.00	1,780.10	3,000.00	1,352.82		
Vehicle Replacement								
Student Employment	24,000.00							
Road Repair	30,000.00	48,614.33	30,000.00	35,765.35	30,000.00	54,926.81		
Brush & Tree Maintenance	35,000.00	33,361.00	35,000.00	29,072.02	35,000.00	45,507.58		
Snow - Private Contracting	85,000.00	59,210.00	85,000.00	4,895.00	85,000.00	17,952.50		
Snow Operating Supplies	120,000.00	228,769.94	120,000.00	199,844.70	120,000.00	217,104.72		
Street Signs			20,000.00	22,951.89	20,000.00	7,376.50		
Drainage Improvements								
Field Maintenance Plan								
Capital Improvements	159,193.00							
Leased Vehicle		266,260.38	159,193.00	159,425.46	159,425.00	437,392.19		
Litter	2,000.00	1,621.85	2,000.00	3,747.60		800.00		
Building Improvements			-		2,000.00	-		
Sewer	2,500.00	1,953.55	2,500.00	1,719.72	2,500.00	1,310.47		
TOTALS	\$ 3,337,796.00	\$ 3,383,074.50	\$ 3,411,980.37	\$ 3,527,874.98	\$ 3,543,910.25	\$ 3,580,675.89	\$ 3,970,786.62	\$ 3,825,426.62
							\$ 3,825,426.62	

Salary and Benefits Breakdown - Highway

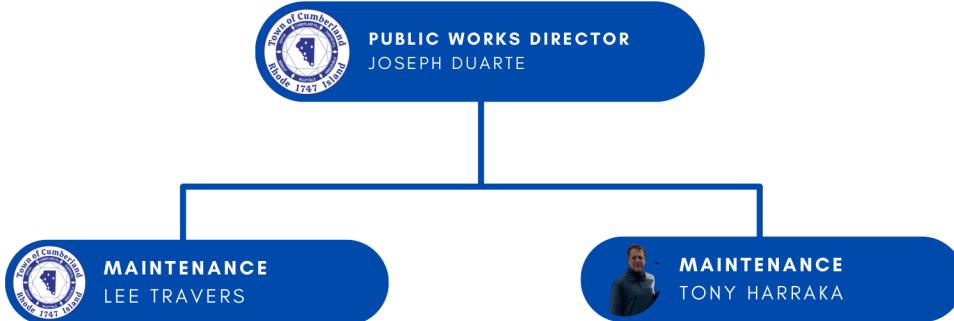
	FY 2024	FY 2025
Public Works Superintendent	62,735.40	74,037.60
Senior Foremen (3)	58,364.80	198,567.20
Foremen	104,041.60	-
Laborers	832,374.40	962,852.80
Heavy Equipment Operator	152,360.00	235,518.40
Light Equipment Operator	197,371.20	171,381.60
Mechanics	205,816.00	178,308.00
Clerk	42,088.80	48,944.03
CLD Stipend	3,600.00	Stipend worked into hourly rate
Contract Unused Sick Bonus	3,750.00	
Healthcare Buy Back	6,000.00	
Teamster Clothing Allowance		
Longevity	58,703.89	65,124.17
	\$ 1,727,206.09	\$ 1,952,583.79
Employee Co-Share	(86,167.12)	(82,333.42)
Health	526,469.26	551,727.91
HSA Upload	154,000.00	154,000.00
Dental	25,477.68	29,072.64
FICA	131,568.99	148,007.13
Retirement	148,248.55	167,354.47
Life Insurance	15,645.00	15,198.00
	\$ 915,242.36	\$ 983,026.74

Totals: \$ 2,642,448.45 \$ 2,935,610.53

TOWN HALL MAINTENANCE



ORGANIZATIONAL CHART



DEPARTMENTAL OVERVIEW

The Town Hall maintenance department in addition to custodial duties 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.

DEPARTMENTAL GOALS - FY 2025

Work with the Public Works Director to identify long and short term maintenance priorities for Town Hall.



PROGRESS TOWARDS FY 2024 GOALS - TOWN HALL MAINTENANCE



GOAL ONE:

Work with the Public Works Director to identify long and short term maintenance priorities for Town Hall.

Building Staff worked with the Public Works Director to establish priorities which have been incorporated into the Capital Improvement Plan.

Buildings

Project Name	Est. Life	Year	Total Estimated Cost	FY 2023/24	FY 2024/25	FY 2025/26	FY 2026/27
OCYL Fire sprinklers/alarms			100,000	100,000			
Pascale Garage Hip Roof	15		30,000	30,000			
Kent Garage Salt Shed repair		2023	10,000	10,000			
Monastery Garage Heaters Bays 1/2	20		10,000	10,000			
Monastery Garage Heaters Bays 3/4			10,000	10,000			
Monastery Garage Lights			25,000	25,000			
Pascale Garage Shop lights		2019	25,000		25,000		
OCYL Sidewalk, Road, speed hump			25,000		25,000		
TH Parking Lot Paving			30,000		30,000		
TH Lighting			30,000		30,000		
OCYL Windows			65,000		65,000		
Monastery Garage Rubber Roof	20		20,000		20,000		
Monastery Garage Doors			10,000		10,000		
OCYL Roof repairs	30		10,000		10,000		
TH Windows	25	1995	300,000			300,000	
Monastery Garage Windows			20,000			20,000	
OCYL Elevator			150,000			150,000	
Kent Garage Asphalt Parking Lot	20		20,000				20,000
Monastery Asphalt Parking Lot	15	1990	50,000				50,000
TH Flooring Tile	20		37,000				37,000
TH Stairs Tile	20		15,000				15,000
OCYL Boiler	20		10,000				10,000
OCYL HVAC	15		10,000				10,000
Pascale Garage Asphalt Parking Lot	20	0	120,000				
OCYL Exterior masonry pointing			25,000				
Kent Garagee Salt Shed		1998	150,000				
TH -Paint Cupola	10	2014	160,000				
Total			1,467,000	185,000	215,000	470,000	142,000

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Town Hall Maintenance - #031

as of: 5/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Salaries	96,263.00	92,858.97	98,488.00	99,547.80	98,488.00	97,129.80	110,822.40	110,822.40	110,822.40
Overtime	8,000.00	16,827.88	12,000.00	15,377.14	12,000.00	15,560.66	12,000.00	12,000.00	12,000.00
Longevity	6,738.00	3,745.56	6,894.16	11,090.04	6,894.16	4,020.15	6,388.15	6,388.15	6,388.15
Cell Phone Stipend	1,200.00	1,100.00	1,200.00	1,200.00	1,200.00	1,100.00	1,200.00	1,200.00	1,200.00
Mileage Stipend							-	-	-
Teamster Clothing Allowance						300.00	600.00	600.00	600.00
Retirement/Severance							-	-	-
MERS Defined Benefit	11,855.00	12,476.71	11,391.81	14,835.55	9,115.56	9,422.60	10,138.71	10,138.71	10,138.71
TIAA-CREF	1,207.00		1,234.58		984.88	-	1,108.22	1,108.22	1,108.22
FICA	8,338.00	8,472.81	8,061.74	6,170.39	8,061.74	8,704.62	8,966.61	8,966.61	8,966.61
Medicare							-	-	-
Unemployment							-	-	-
Workers Compensation							-	-	-
TDI							-	-	-
Health Insurance ER	41,970.00	39,161.04	43,648.30	40,727.52	41,949.35	34,957.80	42,788.35	42,788.35	42,788.35
Health Insurance EE	(4,000.00)	(3,999.84)	(3,999.84)	(4,153.68)		(4,029.14)	(6,000.02)	(6,000.02)	(6,000.02)
HSA Upload				12,000.00		-	12,000.00	12,000.00	12,000.00
Dental ER	2,310.00	2,310.24	2,333.28	2,310.24	2,310.24	1,925.20	2,310.24	2,310.24	2,310.24
Dental EE		-	-	-	-	-	-	-	-
Life Insurance	590.00	894.00	894.00	894.00	894.00	707.75	894.00	894.00	894.00
Advertising				-			-	-	-
Cable/Internet	25,000.00	24,046.73	1,000.00	25,990.65	26,000.00	21,746.66	26,000.00	26,000.00	26,000.00
Capital Leases									
Dept Software & Licenses	1,500.00								
Dues & Subscriptions									
Education & Training									
Electricity									
Furniture & Fixtures	1,000.00	125.00	3,000.00	2,394.92	1,500.00	1,460.04	1,500.00	1,500.00	1,500.00
Vehicle Fuel & Oil	5,000.00	7,458.54	5,000.00	8,907.05	5,200.00	3,429.97	5,200.00	5,200.00	5,200.00
Heating & Cooling	10,000.00	10,517.56	13,000.00	11,349.60	11,000.00	9,880.59	11,000.00	11,000.00	11,000.00
Janitorial Supplies	8,700.00	7,890.95	8,000.00	8,136.35	8,000.00	4,362.67	8,000.00	8,000.00	8,000.00
Maintenance Agreements			-						
Mileage Reimbursement									
Office Computer Equip	1,000.00	63.10							
Office Improvements									

Office Supplies								
Postage								
Printer Lease and Maintenance	1,300.00							
Printer Usage								
Professional Services	2,000.00	349.62						
Repairs Building	3,000.00	9,625.57	11,000.00	15,582.91	12,000.00	14,932.49	15,000.00	15,000.00
Repairs Equipment	29,000.00	54,844.14	28,500.00	22,308.17	28,500.00	37,713.09	28,500.00	28,500.00
Renovations	5,000.00		5,000.00	8,745.31	5,000.00	5,331.16	10,000.00	10,000.00
Office Equipment & Repairs	1,000.00						-	-
Vehicle Repair & Maintenance	3,000.00	1,074.56	2,500.00	2,882.30	2,000.00	1,273.48	2,000.00	2,000.00
Telephone	1,000.00	1,205.02	1,000.00		1,000.00	-	1,000.00	-
Travel & Conventions							-	-
Water	5,500.00	4,742.30	8,000.00	13,792.65	13,000.00	8,891.38	13,000.00	13,000.00
Vehicle Replacement							5,500.00	5,500.00
Parking Lot Lease	5,000.00	5,000.00	5,000.00	3,575.00	5,500.00		400.00	500.00
Sewer	2,500.00	80.00	400.00	80.00	400.00	500.67		
Capital Improvements								
TOTALS	\$ 284,971.00	\$ 300,870.46	\$ 273,546.03	\$ 323,743.91	\$ 300,997.92	\$ 279,321.64	\$ 324,316.68	\$ 323,416.68

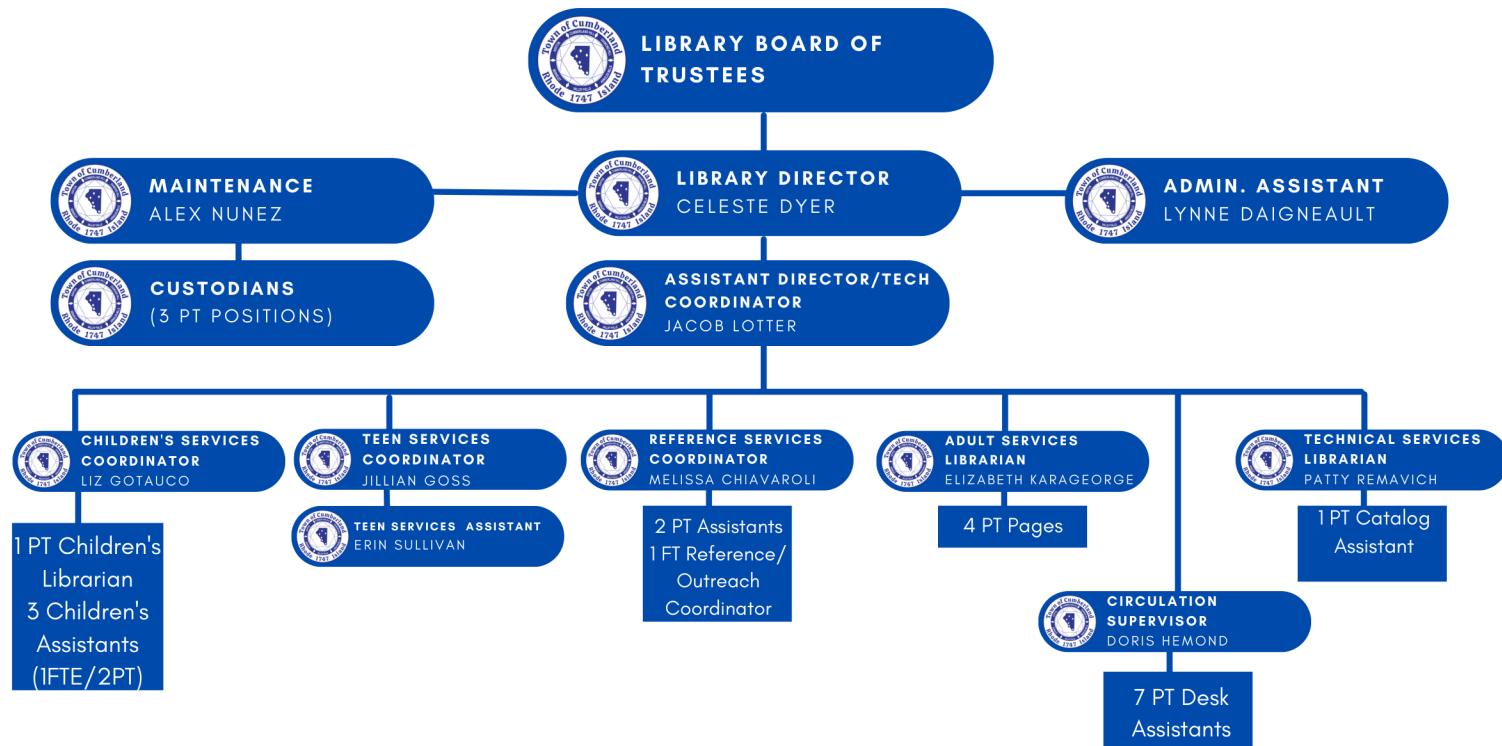
Salary and Benefits Breakdown - Town Hall Maintenance

	FY 2024	FY 2025
(2) Town Hall Maintenance	98,488.00	110,822.40
CDL	150.00	CDL Stipend Worked Into Hourly Rate
Teamster Clothing Allowance	600.00	
Longevity	6,894.16	6,388.15
	\$ 105,532.16	\$ 117,810.55
Employee Co-Share	3,999.84	(6,000.02)
Health	41,949.35	42,788.35
HSA Upload	12,000.00	12,000.00
Dental	2,310.24	2,310.24
FICA	8,061.74	8,966.61
Retirement	9,115.56	10,138.71
Life Insurance	894.00	894.00
	\$ 78,330.72	\$ 71,097.89
Totals:	\$ 183,862.88	\$ 188,908.43

Totals: \$ 183,862.88 \$ 188,908.43

Section Nine: Community Enrichment

CUMBERLAND PUBLIC LIBRARY



DEPARTMENTAL OVERVIEW

The mission of the Cumberland 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.

The Library Board of Trustees, appointed by the Town Council, governs the library system. The trustees are the legal guardians of the Public Library.

DEPARTMENTAL GOALS - FY 2025

- Maintain the building: Even with replacing four HVAC units, we still have 14 old ones. The recent heavy rains have showed us several leaks we weren't aware of. A new roof may be in the future.
- Our goal is to keep our staff!: We still rely heavily on part-time staff who understandably leave for full-time employment if the opportunity arises.
- Increase budgeting for digital materials: Usage of digital materials has increased by almost 46% since before the pandemic. Members of Ocean State Libraries contribute to the purchase of digital materials that are shared by all card holders, but the nearly \$700,000 we spend each year is still not enough to keep up with demand.



PROGRESS TOWARDS FY 2024 GOALS - CUMBERLAND LIBRARY



GOAL ONE:

Maintain the building: Even our addition is now 23 years old. We need a budget sufficient to replace aging HVAC units, replace an original sewer pipe, and solve some drainage issues.

We received over \$68,000 from the Wardwell Foundation to replace aging HVAC units. In addition, the mayor is seeking a congressional grant to repoint the bell tower and windows, approximate cost \$1.2 million.

GOAL TWO:

Our goal is to keep staff! We are hoping to move another part-time staff position to full-time if funds and timing work out. The majority of library staff is part-time and it has proved very difficult to keep quality part-time staff.

Unfortunately, we have been unable to convert any additional part-time positions to full-time. We recently lost another excellent staff member to another library because she was able to work there full-time.

GOAL THREE:

Increase in-person programming to get our "online only" patrons into the library.

We have had great success here. Over 200 children attended our conversion of the Children's Room to Candy Land. 175 people attended our Local Author event. Our adult and children's programs have been filling up and require waitlists. Our door counters indicate that library visits are up and our card holder numbers are increasing.

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Library- #032

as of: 05/10/24

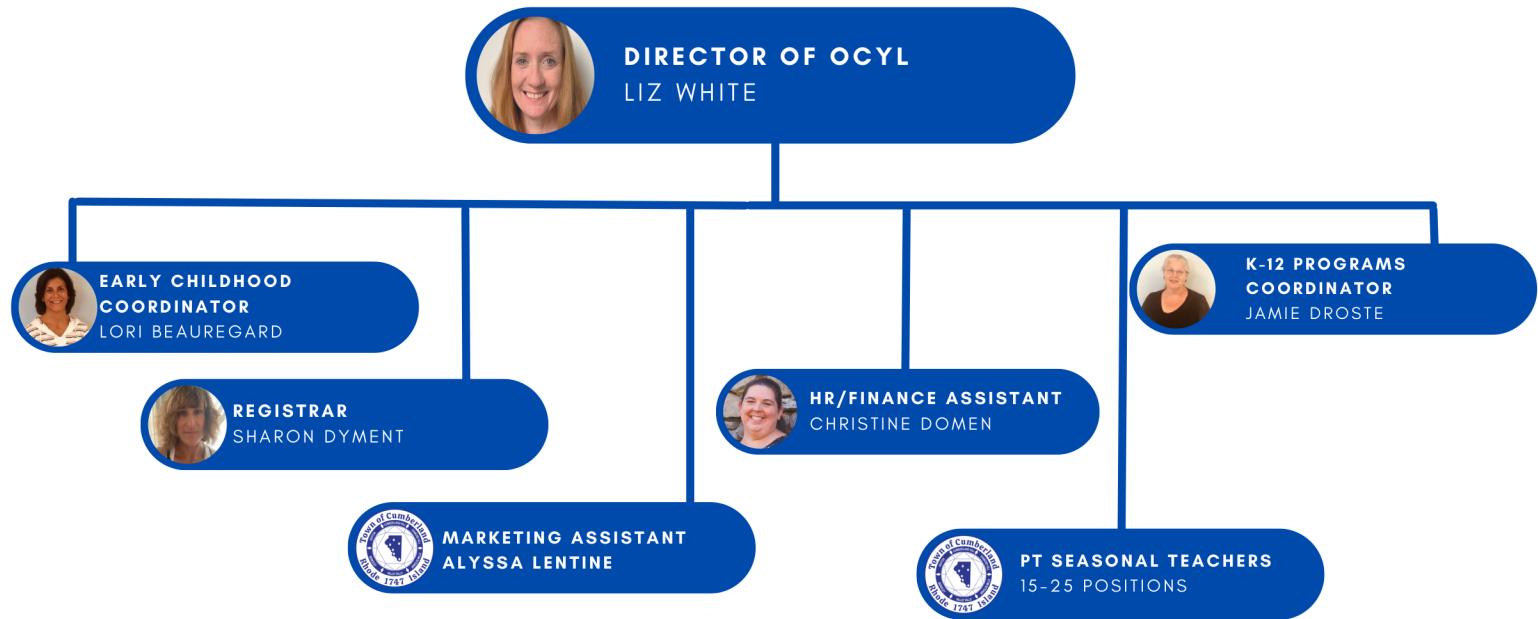
	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Salaries	967,604.00	917,536.18	984,506.28	960,981.27	1,023,682.00	832,304.06	1,047,559.00	1,047,559.00	1,047,559.00
Overtime	18,483.00	20,667.36	18,852.66	22,389.46	19,230.00	19,716.31	19,230.00	19,230.00	19,230.00
Longevity	19,229.00	17,300.60	16,291.70	16,291.69	17,154.00	17,153.84	18,542.00	18,542.00	18,542.00
Cell Phone Stipend	100.00	-	100.00	450.00	100.00	-	100.00	100.00	100.00
Mileage Stipend							-		
Retirement/Severance	78,364.00		77,075.97		77,076.00		-		
MERS Defined Benefit		74,169.32		77,142.66		54,987.48	77,076.00	77,076.00	77,076.00
TIAA-CREF Contribution	-						-		
FICA	74,955.00	70,665.29	77,808.52	74,579.42	77,809.00	64,825.00	77,809.00	77,809.00	77,809.00
Medicare							-		
Unemployment		181.00					-		
Workers Compensation	6,004.00		6,004.00		6,004.00		6,004.00	-	-
TDI							-		
Health Insurance ER	156,859.00	111,328.28	187,644.87	160,069.74	187,645.00	129,057.76	187,645.00	187,645.00	187,645.00
Health Insurance EE		(19,461.16)	(23,724.22)	(19,999.67)		(17,230.44)	(11,000.00)	(11,000.00)	(11,000.00)
HSA Upload				30,000.00			17,000.00	17,000.00	17,000.00
Dental ER	8,005.00	9,506.22	9,525.15	7,608.22	9,525.00	6,535.76	9,525.00	9,525.00	9,525.00
Dental EE	-	(691.80)	(1,213.68)	(928.85)	(1,214.00)	(701.85)	(1,000.00)	(1,000.00)	(1,000.00)
Life Insurance	3,245.00	4,879.75	7,152.00	5,215.00	7,152.00	4,842.50	7,152.00	7,152.00	7,152.00
Advertising	550.00	570.00	550.00	685.00	550.00	320.00	550.00	550.00	550.00
Cable/Internet							-		
Capital Leases							-		
Dept Software & Licenses	71,554.00	69,558.05	71,169.24	76,859.81	75,970.00	73,392.82	78,351.00	78,351.00	78,351.00
Dues & Subscriptions	640.00	920.00	640.00	470.00	500.00	920.00	500.00	500.00	500.00
Education & Training	700.00	3,035.00	700.00	924.75	700.00	305.00	700.00	700.00	700.00
Electricity	76,000.00	47,499.40	76,000.00	70,822.32	77,000.00	45,803.36	73,000.00	73,000.00	73,000.00
Furniture and Fixtures							-		
Heating & Cooling	22,000.00	20,080.53	22,000.00	20,509.53	22,000.00	19,035.64	22,100.00	22,100.00	22,100.00
Janitorial Supplies	5,550.00	4,897.59	5,700.00	6,237.93	5,700.00	6,215.45	5,700.00	5,700.00	5,700.00
Maintenance Agreements	34,532.00	26,511.65	29,620.17	32,710.02	29,620.00	23,368.49	29,620.00	29,620.00	29,620.00
Mileage Reimbursement	3,925.00						-		
Office Computer Equip	5,900.00	6,405.02	5,900.00	5,945.75	8,900.00	3,119.21	5,900.00	5,900.00	5,900.00
Office Improvements							-		
Office Supplies	19,624.00	18,202.90	19,624.00	20,096.67	19,624.00	14,182.40	18,624.00	18,624.00	18,624.00
Postage	750.00	917.06	750.00	2,088.13	750.00	4,180.42	5,000.00	5,000.00	5,000.00

Printer Lease & Maintenance							-		
Printer Usage							-		
Professional Services							-		
Repairs Building	31,873.00	39,989.18	33,107.64	36,399.67	41,651.00	23,081.82	38,850.00	38,850.00	38,850.00
Office Equipment & Repairs	1,000.00		1,000.00	-	1,000.00	-	1,000.00	1,000.00	1,000.00
Telephone	4,771.00	4,853.01	5,050.00	4,768.57	5,050.00	3,997.59	5,114.00	5,114.00	5,114.00
Travel & Conventions		621.65	3,925.00	1,046.27	3,925.00	901.19	2,925.00	2,925.00	2,925.00
Water	1,100.00	1,101.21	1,171.27	1,062.28	1,300.00	894.78	1,300.00	1,300.00	1,300.00
Capital Improvements							-		
Operating Supplies	148,037.00	147,078.48	149,237.00	154,922.11	150,137.00	120,048.88	147,860.00	147,860.00	147,860.00
Literacy Grant							-		
Capital Reserve Sinking Fund	5,000.00	6,540.20	5,000.00	12,119.00	5,000.00		5,000.00	5,000.00	5,000.00
Building Improvements							-		
Sewer	5,540.00	4,866.64	4,628.33	5,321.36	5,600.00	4,580.59	5,600.00	5,600.00	5,600.00
Maintenance Agreements							-		
TOTALS	\$ 1,771,894.00	\$ 1,609,728.61	\$ 1,795,795.90	\$ 1,786,788.11	\$ 1,879,140.00	\$ 1,455,838.06	\$ 1,897,336.00	\$ 1,891,332.00	\$ 1,891,332.00

OFFICE OF CHILDREN, YOUTH, AND LEARNING



ORGANIZATIONAL CHART



DEPARTMENTAL OVERVIEW

The OCYL is a one-of-a-kind education center that supports children and youth as they learn, grow and achieve their fullest potential. Our mission is to help foster a comprehensive learning environment for the first two decades of their lives.

OCYL is committed to supporting the development of life-long skills necessary to succeed: collaboration, communication, creativity, critical thinking, social-emotional awareness, and a sense of community.

DEPARTMENTAL GOALS

- Increased Programming: Expressive arts, youth development (youth commission, leadership academy, college planning, and art portfolio), LGBTQIAA+ club.
- Work with Town Hall Administration for improvements including a sprinkler system plan & timeline for 1st & 2nd floors, exterior tuck pointing and indoor brick re-sealing are critically needed to prevent further water damage and maintain future use of the historic Novitiate building.

PROGRESS TOWARDS FY24 GOALS - OCYL



GOAL ONE:

Expand Programming

OCYL offered several more Expressive Arts programs to meet the increased demand from elementary school parents for afterschool programs and teens during vacations. Several new teachers have joined the teaching roster and \$6,000 was received in grant funding for the free weekly in-school programs afterschool at McCourt and NCMS. In addition, a professional video was produced highlighting the programming and is available on the OCYL homepage of the Town's website.

GOAL TWO:

Maintain or Expand Enrollment Numbers

Programming and enrollment remain steady at an average of 1400 seats filled each year and approximately 145 programs offered. This year there was only a slight dip in Early Childhood school year since several students unenrolled, needing services from the School Department.

GOAL TWO:

Facility Improvements

Facility and grounds improvements included: new groundcover for the outdoor classroom, Fiberoptics installed by OSHEAN to improve internet and phone connectivity and plans to add a sidewalk in the front garden for student safety before summer. The building is now also active with RAPTOR for emergency alerts.

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Office of Children, Youth, and Learning - #018

as of: 5/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Salaries	176,778.00	175,425.95	173,742.40	175,751.17	212,843.00	166,027.05	215,854.20	215,854.20	215,854.20
Overtime		-				-		-	-
Longevity		-				-		-	-
Cell Phone Stipend		-		150.00	600.00	450.00	600.00	600.00	600.00
Mileage Stipend		-						-	-
Retirement/Severance		-						-	-
MERS Defined Benefit	13,233.00	14,115.57	12,676.79	15,359.36	14,332.43	12,499.23	14,831.48	14,831.48	14,831.48
TIAA-CREF Contribution		-	1,172.69	-	1,201.93	-	1,714.62	1,714.62	1,714.62
FICA	12,457.00	13,384.87	13,291.29	13,352.47	15,778.34	12,719.50	16,589.35	16,589.35	16,589.35
Medicare						2,883.33		-	-
Unemployment								-	-
Workers Compensation								-	-
TDI								-	-
Health Insurance ER	23,599.00	22,276.56	24,542.67	23,167.68	25,278.95	21,874.16	24,339.97	24,339.97	24,339.97
Health Insurance EE	(2,000.00)	(1,999.92)	(1,999.92)	(2,076.84)	-	(1,692.24)	(1,999.92)	(1,999.92)	(1,999.92)
HSA Upload				4,000.00		-	4,000.00	4,000.00	4,000.00
Dental ER	1,156.00	1,155.12	1,166.64	1,155.12	1,166.64	1,058.86	1,155.12	1,155.12	1,155.12
Dental EE	(238.00)	(238.42)	(238.42)	(247.59)	(238.42)	(201.74)	(238.42)	(238.42)	(238.42)
Life Insurance	1,180.00	894.00	1,788.00	1,862.50	2,682.00	2,235.00	2,682.00	2,682.00	2,682.00
Advertising		570.00	580.00	14.00	300.00	-			
Capital Leases		-							
Dept Software & Licenses	660.00	-	640.00	62.32			120.00	120.00	120.00
Dues & Subscriptions	346.00	286.00	456.00	435.98	285.00	315.99	300.00	300.00	300.00
Education & Training	400.00	400.00	198.00	268.74	200.00	665.95	300.00	300.00	300.00
Electricity	6,500.00	4,647.56	6,500.00	3,738.65	8,500.00	2,961.19	8,500.00	8,500.00	8,500.00
Furniture and Fixtures			200.00	-	200.00		200.00	200.00	200.00
Heating & Cooling	7,538.00	8,298.02	7,200.00	8,818.32	8,500.00	7,361.92	8,500.00	8,500.00	8,500.00
Janitorial Supplies	915.00	1,038.88	3,800.00	3,329.48	3,300.00	1,084.82	3,600.00	3,600.00	3,600.00
Maintenance Agreements	6,815.00	5,280.00	4,420.00	4,810.00	12,070.00	12,266.25	14,095.00	14,095.00	14,095.00
Mileage Reimbursement	125.00	75.35	100.00	94.84	100.00	-	100.00	100.00	100.00
Office Computer Equip	1,300.00	808.36	1,400.00	482.99	1,400.00	-	1,250.00	1,250.00	1,250.00
Office Improvements	700.00	492.24	650.00	505.00	650.00	-	500.00	500.00	500.00
Office Supplies	2,475.00	2,109.17	1,675.00	1,723.84	1,775.00	1,706.13	1,800.00	1,800.00	1,800.00
Postage	50.00	54.63	50.00	51.30	50.00	49.46	50.00	50.00	50.00
Printer Lease & Maintenance		-				472.00	2,880.00	2,880.00	2,880.00

Printer Usage	2,950.00	2,694.07	2,950.00	2,945.83	2,950.00	1,614.76	2,900.00	2,900.00	2,900.00
Professional Services							-	-	-
Repairs Building			-			2,809.80	1,420.35		
Office Equipment & Repairs	400.00	197.68	350.00	311.58	350.00	-			
Telephone	2,556.00	2,516.51	2,766.00	2,487.95	2,766.00	2,247.79	2,800.00	2,800.00	2,800.00
Travel & Conventions	300.00	25.00	510.00	104.04	300.00	105.49	350.00	350.00	350.00
Water							2,765.00	2,765.00	2,765.00
Literacy & Math Programs							250.00	250.00	250.00
Capital Improvements	1,750.00	1,732.03							
Building Improvements	955.00	361.51	5,500.00	3,980.82	1,400.00	377.63			
Sewer		-							
Program Expenses Transfer		-							
TOTALS	\$ 262,900.00	\$ 256,600.74	\$ 266,087.14	\$ 266,639.55	\$ 321,550.66	\$ 250,502.88	\$ 329,788.32	\$ 329,788.32	\$ 329,788.32

Salary and Benefits Breakdown - Office of Children, Youth, and Learning

	FY 2024	FY 2025
Director	67,922.40	70,670.60
K-12 Programs Coordinator	52,270.40	54,381.60
Registrar	19,773.00	20,178.60
Marketing Assistant	8,619.00	8,795.80
HR/Finance Assistant	12,168.00	12,417.60
Early Childhood Coordinator	45,500.00	46,410.00
Healthcare Buy Back	3,000.00	3,000.00
	<hr/> \$ 209,252.80	<hr/> \$ 215,854.20
Employee Co-Share	2,000.00	(1,999.92)
Health	25,278.95	24,339.97
HSA Upload	4,000.00	4,000.00
Dental	1,166.64	1,155.12
FICA	15,778.34	16,589.35
Retirement	14,332.43	14,831.48
Life Insurance	2,682.00	2,682.00
	<hr/> \$ 65,238.36	<hr/> \$ 61,598.00

Totals: **\$ 274,491.16** **\$ 277,452.20**

PARKS AND RECREATION



ORGANIZATIONAL CHART



DEPARTMENTAL OVERVIEW

The Parks and Recreation Department serves the community by providing enriching recreation experiences and quality facilities. They accomplish these through programs like summer camp; food truck events; music series; seasonal themed events; supporting youth athletics; and more.

DEPARTMENTAL GOALS - FY 2025

- Upgrades to the Tucker Field Complex
- See Diamond Hill Park Improvement Projects through completion



PROGRESS TOWARDS FY 2024 GOALS - PARKS AND RECREATION



GOAL ONE:

Complete the demolition of the Ski Lodge at Diamond Hill Park and undergo the bidding process to replace the structure.

The demolition has been completed and construction is well underway.



GOAL TWO:

Enhance the public athletic fields.

Town Council has approved a field maintenance contract with Atlantic Golf and Turf for athletic lawn field fertilization for seventeen (17) athletic fields



TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Recreation - #033

as of:

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Salaries	95,564.00	103,890.31	74,763.80	112,587.21	78,585.90	97,634.79	83,797.03	83,797.03	83,797.03
Other Programs Payroll	25,000.00	13,017.00						-	-
Winterfest Payroll	7,500.00							-	-
Salaries Summer Camp	85,000.00	30,756.37						-	-
Overtime								-	-
Longevity	2,603.00	2,946.22	2,314.88	2,946.22	2,735.77	3,169.26	3,181.36	3,181.36	3,181.36
Cell Phone Stipend	600.00	550.00	600.00	600.00	600.00	550.00	600.00	600.00	600.00
Mileage Stipend							-	-	-
Teamster Clothing Allowance						299.00	300.00	300.00	300.00
Retirement/Severance							-	-	-
MERS Defined Benefit	12,744.00	13,443.30	8,332.21	14,180.10	6,774.82	9,718.71	7,523.63	7,523.63	7,523.63
TIAA-Cref Contribution			747.64	-	785.86	-	837.97	837.97	837.97
FICA	7,525.00	11,433.60	5,896.52	11,999.60	6,221.11	11,350.19	6,768.60	6,768.60	6,768.60
Medicare							-	-	-
Unemployment							-	-	-
Workers Compensation							-	-	-
TDI							-	-	-
Health Insurance ER	18,648.00	1,500.00	-		-		-	-	-
Health Insurance EE	(2,000.00)	-	-		-		-	-	-
HSA Upload							-	-	-
Dental ER	1,132.00		1,155.09		-		-	-	-
Dental EE			(130.00)		-		-	-	-
Life Insurance		2,235.00	1,341.00	1,564.50	1,341.00	1,937.00	1,341.00	1,341.00	1,341.00
Advertising	600.00	183.00	600.00		400.00		400.00	-	-
Cable/Internet	3,600.00	80.00	3,600.00	4,910.08	5,000.00	4,061.11	5,200.00	5,200.00	5,200.00
Capital Leases							500.00	-	-
Dept. Software & Licenses	500.00		500.00	437.34			500.00	-	-
Dues and Subscriptions	600.00		1,000.00	55.00	500.00	260.50	500.00	500.00	500.00
Education & Training					-				
Electricity	23,000.00	30,229.67	25,000.00	19,463.28	25,000.00	16,764.83	25,000.00	25,000.00	25,000.00
Furniture & Fixtures									
Vehicle Fuel & Oil	3,700.00	2,023.95	2,200.00	3,098.53	2,500.00	1,340.72	2,900.00	2,900.00	2,900.00
Heating & Cooling	3,500.00	3,721.15	3,500.00	2,047.90	3,500.00	3,102.48	3,800.00	3,800.00	3,800.00
Janitorial Supplies	3,100.00	2,324.42	3,100.00	1,837.74	3,100.00	3,593.11	3,500.00	3,500.00	3,500.00
Maintenance Agreements							-	-	-
Mileage Reimbursement							-	-	-

Office Computer Equipment	1,500.00	1,089.29	1,500.00	1,500.00	1,500.00	697.48	1,500.00	1,500.00	1,500.00
Office Improvements							-	-	-
Office Supplies	3,000.00	2,202.30	3,000.00	2,554.64	3,000.00	1,846.22	3,000.00	3,000.00	3,000.00
Postage	350.00	123.22	300.00	169.15	300.00	147.32	300.00	300.00	300.00
Printer Lease & Maintenance							-	-	-
Printer Usage							-	-	-
Professional Services							-	-	-
Repairs Building			5,000.00		1,500.00		1,000.00	500.00	500.00
Repairs Equipment			10,000.00	11,605.21	10,000.00	538.77	10,000.00	10,000.00	10,000.00
Vehicle Maintenance	2,000.00	(70.18)	2,500.00	1,187.33	3,000.00	1,187.77	2,800.00	2,800.00	2,800.00
Telephone	2,000.00		1,800.00	241.88	1,800.00	-	1,800.00	1,800.00	1,800.00
Travel & Conventions	500.00		500.00						
Water	50,000.00	33,890.47	55,000.00	56,445.84	65,000.00	24,097.21	65,000.00	65,000.00	65,000.00
Vehicle Replacement							-	-	-
Capital Improvements							128,574.00		
Archery Program	1,200.00								
Athletic Programs/Equipment	3,000.00	1,144.30	3,000.00		3,000.00		3,000.00	3,000.00	3,000.00
Ballfields		2,086.20	50,000.00	17,546.79	50,000.00	34,571.58	50,000.00	50,000.00	50,000.00
Baseball Camp	4,000.00								
Basketball Clinic	2,000.00	12,515.75							
Christmas Tree Lighting	7,000.00	6,044.21							
Conway Tours									
Dance Program	13,000.00	7,616.51							
Diamond Hill Maintenance	11,000.00	10,740.36	13,000.00	6,084.04	13,000.00	7,198.62	13,000.00	13,000.00	13,000.00
Field Hockey	1,600.00	-							
Fireworks	40,000.00	34,251.00	20,000.00	19,136.93	20,000.00	19,800.00	20,000.00	20,000.00	20,000.00
Golf	1,000.00								
Halloween Fun Day	3,200.00	3,134.44							
Misc. Programs	1,500.00								
Monastery Grounds	4,000.00	350.87							
Movies in the Park	1,000.00	700.00							
Music in the Park/Food Truck	8,000.00	4,806.66							
Other Parks Maintenance		8,503.88							
Porta Potty	4,500.00	4,998.00							
PWSB Lease Agreement			5,250.00		5,250.00	2,491.69	5,300.00	5,300.00	5,300.00
Special Events									
Spring Festival	5,000.00	4,326.06							
Summer Camp	20,000.00	917.00							
Summer Camp Trips	11,000.00	1,922.72							
Summer Track Program	1,100.00	506.95							
Tennis	3,300.00	2,840.50							
Tucker Field Turf	12,000.00	13,050.00							
Volleyball	500.00								
Winterfest	5,500.00								

Winter Sports	1,500.00							
Wrestling	500.00							
Building Improvements								
Field Maintenance	72,000.00	72,381.90	72,000.00	71,968.67	82,000.00	21,340.00		
Sewer		80.00		160.00		170.00		
TOTALS	\$ 590,666.00	\$ 448,406.40	\$ 377,371.14	\$ 364,167.98	\$ 396,394.46	\$ 267,868.36	\$ 451,423.58	\$ 450,023.58
								\$ -

Salary and Benefits Breakdown - Recreation

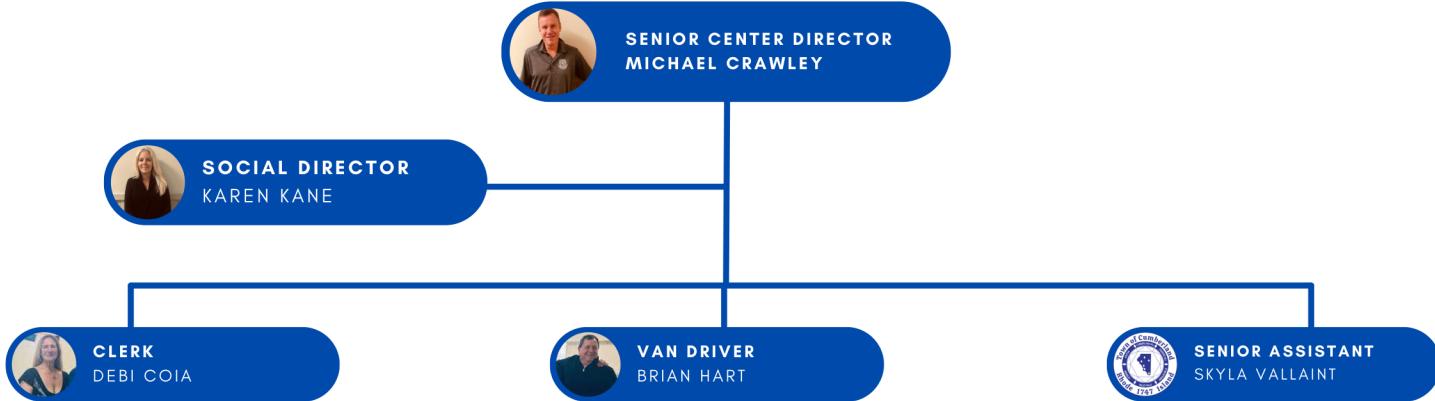
	FY 2024	FY 2025
Director	33,497.10	34,853.00
Clerk	42,088.80	48,944.03
Healthcare Buy Back	3,000.00	3,000.00
Teamster Clothing Allowance	300.00	
Longevity	2,735.77	3,181.36
	<hr/> \$ 81,321.67	<hr/> \$ 90,278.39
Employee Co-Share	-	-
Health	-	-
HSA Upload	-	
Dental	-	
FICA	6,221.11	6,768.60
Retirement	6,774.82	7,523.63
Life Insurance	1,341.00	1,341.00
	<hr/> \$ 14,336.93	<hr/> \$ 15,633.23

Totals: **\$ 95,658.60** **\$ 105,911.61**

SENIOR CENTER



ORGANIZATIONAL CHART



DEPARTMENTAL OVERVIEW

The Cumberland Senior Center is committed to providing an array of quality services to our senior citizens. We encourage and assist individuals in achieving a lifestyle in which they can remain an active and productive member of the community.

Programs on a variety of educational, informational, and recreational topics for senior citizens are offered throughout the year.

The senior van is available for many uses, including center pickup and drop-offs and local shopping and appointments.

DEPARTMENTAL GOALS - FY 2025

- Work on creating additional space to account for increased enrollment.



TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Senior Services - #034

as of: 5/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Salaries	164,119.00	142,668.33	191,164.76	164,287.66	200,492.50	151,860.69	218,030.85	218,030.85	218,030.85
Overtime	1,500.00			92.67		-		-	-
Longevity		5,854.99	5,610.97	6,304.71	5,658.97	3,610.51	6,730.30	6,730.30	6,730.30
Cell Phone Stipend	600.00	550.00	600.00	600.00	600.00	550.00	600.00	600.00	600.00
Mileage Stipend							-	-	-
Teamster Clothing Allowance						297.00	600.00	600.00	600.00
Retirement/Severance						1,260.00		-	-
MERS Defined Benefit	15,591.00	18,799.79	14,914.07	21,962.14	17,832.10	14,769.59	17,140.94	17,140.94	17,140.94
TIAA-CREF Contribution			1,530.30		5,711.16	-	1,914.31	1,914.31	1,914.31
FICA	11,016.00	11,670.20	13,054.00	13,656.75	15,770.59	11,483.22	17,148.33	17,148.33	17,148.33
Medicare						888.00	-	-	-
Unemployment							-	-	-
Workers Compensation							-	-	-
TDI							-	-	-
Health Insurance ER	41,970.00	39,161.04	43,648.30	40,727.52	41,949.35	38,453.58	42,788.35	42,788.35	42,788.35
Health Insurance EE	(4,000.00)	(3,999.84)	(3,999.84)	(4,153.68)		(3,384.48)	(3,999.84)	(3,999.84)	(3,999.84)
HSA Upload				12,000.00		-	12,000.00	12,000.00	12,000.00
Dental ER	3,465.00	3,465.36	3,499.92	3,465.36	3,465.36	3,176.58	3,465.36	3,465.36	3,465.36
Dental EE	(238.00)	(238.42)	(238.42)	(247.59)	(238.00)	(201.74)	(238.42)	(238.42)	(238.42)
Life Insurance	1,180.00	1,415.50	1,788.00	2,458.50	2,682.00	1,266.50	1,788.00	1,788.00	1,788.00
Advertising									
Cable/Internet	3,000.00		6,500.00		5,000.00		6,500.00	1,500.00	1,500.00
Capital Leases							-	-	-
Dept Software & Licenses	2,000.00		2,000.00				-	-	-
Dues & Subscriptions	2,300.00	2,287.50	2,300.00	1,761.00	2,300.00	2,436.00	2,500.00	2,500.00	2,500.00
Education & Training	2,000.00		2,000.00		1,500.00	995.80	1,000.00	1,000.00	1,000.00
Electricity	3,500.00	6,690.40	5,100.00	8,419.94	5,500.00	6,845.98	9,000.00	9,000.00	9,000.00
Furniture and Fixtures							-	-	-
Vehicle Fuel & Oil	8,500.00	3,473.02	6,000.00	6,693.59	6,500.00	2,507.37	8,000.00	6,500.00	6,500.00
Heating & Cooling	9,000.00		7,000.00	1,664.35	7,000.00	-	7,000.00	1,500.00	1,500.00
Janitorial Supplies	6,000.00	1,837.62	6,000.00	2,676.62	6,000.00	1,677.83	6,000.00	6,000.00	6,000.00
Maintenance Agreements		2,257.07		2,273.33		1,822.12	-	-	-
Mileage Reimbursement									
Office Computer Equip	3,500.00		2,000.00		2,000.00	2,400.00	2,500.00	2,500.00	2,500.00
Office Improvements							-	-	-

Office Supplies	5,000.00	2,074.88	5,000.00	2,436.00	5,000.00	2,800.11	4,800.00	4,800.00	4,800.00
Postage	1,000.00	117.41	4,500.00	126.21	1,000.00	114.08	1,000.00	1,000.00	1,000.00
Printer Lease & Maintenance	3,500.00						-		
Printer Usage							-		
Professional Services		6,477.00		45.00		200.00	-		
Repairs Building	2,000.00	4.59	2,000.00	465.14	2,000.00	683.21	2,500.00	2,500.00	2,500.00
Office Equipment & Repairs	2,000.00	18.32	2,000.00	942.88	2,000.00	-	2,000.00	2,000.00	2,000.00
Vehicle Repair & Maintenance	3,000.00	769.31	4,500.00	1,536.39	4,500.00	2,739.98	5,000.00	5,000.00	5,000.00
Telephone	6,000.00	6,515.52	4,000.00	5,025.54	6,000.00	-	6,000.00	1,500.00	1,500.00
Travel & Conventions			500.00	-			-		
Water	1,500.00	356.35	1,500.00	1,959.97	2,000.00	2,552.48	2,000.00	2,000.00	2,000.00
Vehicle Replacement							-		
Capital Improvements							-		
Building Improvements		270.54					-		
Health Related Programs	15,000.00	20,195.00	15,000.00	26,395.00	15,000.00	31,935.27	15,000.00	15,000.00	15,000.00
Monthly Breakfast	2,500.00	1,217.23	1,800.00	1,893.83	2,500.00	1,782.86	2,300.00	2,300.00	2,300.00
Meal Site/Senior Services Inc		193.00					-		
Veteran's Day Party	1,200.00	585.67			1,200.00		2,100.00		
Volunteer Party	1,500.00	1,310.50			1,500.00		2,500.00		
Annual Cookout	4,000.00	3,873.75					4,000.00		
Holiday Party	3,000.00	528.70					4,000.00		
Kitchen Supplies	2,500.00	1,849.36					4,000.00		
Bottled Water	1,000.00	819.13					3,000.00		
Games & Art Supplies	800.00	891.18					1,000.00		
Bingo Supplies	1,500.00	1,404.50					2,500.00		
Sewer	800.00	808.53		1,790.25		848.63	1,800.00		
Printing Newsletter Cost									
Transportation Expenses									
Entertainment Other Parties	3,500.00	1,344.00		7,346.30		5,364.30	7,400.00		
Senior Day Trip	3,000.00	771.50							
State Grant Senior Services									
TOTALS	\$ 339,303.00	\$ 288,288.53	\$ 351,272.06	\$ 334,605.38	\$ 372,424.02	\$ 291,735.47	\$ 425,368.01	\$ 376,568.01	\$ 376,568.01

Salary and Benefits Breakdown - Senior Services

	FY 2024	FY 2025
Senior Center Director	33,497.10	34,853.00
Senior Social Director	47,174.40	53,034.80
Clerk III	42,088.80	48,944.03
Food Services	32,760.00	26,000.00
Van Driver	44,972.20	54,599.03
CLD Stipend	300.00	Worked into hourly rate
Teamster Clothing Allowance		600.00
Longevity	5,658.97	6,730.30
	<hr/> \$ 206,451.47	<hr/> \$ 224,761.15
Employee Co-Share	3,999.84	3,999.84
Health	41,949.35	42,788.35
HSA Upload	12,000.00	12,000.00
Dental	3,465.36	3,465.36
FICA	15,770.59	17,148.33
Retirement	17,832.10	17,140.94
Life Insurance	2,682.00	1,788.00
	<hr/> \$ 97,699.23	<hr/> \$ 98,330.81
Totals:	\$ 304,150.70	\$ 323,091.96

Section Ten: Boards & Commissions

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Commissions - #060

as of: 5/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Conservation Commission									
Historic District Commission	500.00	-	500.00	-	500.00	-	500.00	500.00	500.00
Parks & Rec Commission									
TOTALS	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ 500.00	\$ 500.00	\$ 500.00

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Board of Assessment Review - #061

as of: 5/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Stipends	900.00	900.00	900.00	-	900.00	-	900.00	900.00	900.00
FICA									
Medicare									
Unemployment									
Workers Compensation									
TDI		-		-		-			
Operating Expenses		-		-		-			
TOTALS	\$ 900.00	\$ 900.00	\$ 900.00	\$ -	\$ 900.00	\$ -	\$ 900.00	\$ 900.00	\$ 900.00

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Planning Board- #062

as of: 5/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Stipends	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00
FICA									
Medicare									
Unemployment									
Workers Compensation									
TDI									
TOTALS	\$ 5,500.00								

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Zoning Board- #063

as of: 5/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Advertising	2,500.00	2,061.60	3,000.00	1,352.40	3,500.00	450.80	3,500.00	3,500.00	3,500.00
Dept Software & Licenses	1,400.00	1,400.00	1,500.00	-	1,500.00	-	1,500.00	1,500.00	1,500.00
FICA		412.72		401.00	535.50	426.11	535.00	535.00	535.00
Medicare					-		-		
Office Supplies	100.00	111.98	100.00		120.00	117.14	120.00	120.00	120.00
Postage	500.00	373.03	1,000.00	424.35	1,200.00	428.46	1,200.00	1,200.00	1,200.00
Stipends	6,000.00	5,395.00	7,000.00	5,245.00	7,000.00	5,570.00	7,000.00	7,000.00	7,000.00
TDI					-		-		
Unemployment					-		-		
Video Recording Services	7,000.00	6,135.00	7,000.00	5,620.00	7,000.00	2,090.00	7,000.00	7,000.00	7,000.00
Workers Compensation					-		-		
TOTALS	\$ 17,500.00	\$ 15,889.33	\$ 19,600.00	\$ 13,042.75	\$ 20,855.50	\$ 9,082.51	\$ 20,855.00	\$ 20,855.00	\$ 20,855.00

Section Eleven:
Non-Departmental
Expenses

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Community Outreach - #040

as of: 05/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Boys & Girls Club	37,500.00	37,500.00	37,500.00	37,500.00	37,500.00	-	37,500.00	37,500.00	37,500.00
Cumberland School Vols	1,000.00		1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
Food Pantry	2,000.00		2,000.00	-	20,000.00	-	20,000.00	20,000.00	20,000.00
Franklin Farm Grant Match	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00	17,000.00
Happy Basket Program	2,500.00		2,500.00	-	2,500.00		2,500.00	2,500.00	2,500.00
House of Compassion	1,500.00	1,500.00	1,500.00	3,000.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
JAMSA Mountain Bike	2,000.00						-	-	-
Land Trust	1,000.00	10,000.00	1,000.00	-	1,000.00		1,000.00	1,000.00	1,000.00
Senior Services Inc.	6,000.00	1,269.00	6,000.00	-	6,000.00		-	-	-
Cumberlandfest	2,500.00		2,500.00	2,500.00	2,500.00		2,500.00	2,500.00	-
Veteran's Services	2,000.00		2,000.00	-	2,000.00		2,000.00	2,000.00	2,000.00
Veteran's Observance	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
Mason Building	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
Arnold Mills Parade Association	-		2,500.00	2,500.00	2,500.00		2,500.00	2,500.00	2,500.00
Blackstone Valley Tourism Council									
Blackstone Watershed Council	-	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00
TOTALS	\$ 85,500.00	\$ 80,269.00	\$ 88,500.00	\$ 76,500.00	\$ 106,500.00	\$ 32,500.00	\$ 103,000.00	\$ 103,000.00	\$ 103,000.00

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Information Technology - #017

as of: 5/10/24

	FY 2022		FY 2023		FY 2024			PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED		DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Salaries	-	-	-	-	-	-				
Longevity	-	-	-	-	-	-				
Cell Phone Stipend	-	-	-	-	-	-				
Mileage Stipend	-	-	-	-	-	-				
Retirement/Severance	-	-	-	-	-	-				
MERS Defined Benefit	-	-	-	-	-	-				
TIAA-CREF Contribution	-	-	-	-	-	-				
FICA	-	-	-	-	-	-				
Medicare	-	-	-	-	-	-				
Unemployment	-	-	-	-	-	-				
Workers Compensation	-	-	-	-	-	-				
TDI	-	-	-	-	-	-				
Health Insurance ER	-	-	-	-	-	-				
Health Insurance EE	-	-	-	-	-	-				
Health Insurance/HSA Upload	-	-	-	-	-	-				
Dental ER	-	-	-	-	-	-				
Dental EE	-	-	-	-	-	-				
Life Insurance	-	-	-	-	-	-				
Advertising	-	-	-	-	-	-				
Capital Leases	-	-	-	-	-	-				
Dept. Software & Licenses	-	-	-	-	-	161,830.00	108,213.11			
Dues & Subscriptions	-	-	-	-	-					
Education & Training	-	-	-	-	-					
Furniture & Fixtures	-	-	-	-	-					
Maintenance Agreements	-	-	-	-	-					
Mileage Reimbursement	-	-	-	-	-					
Office Computer Equipment	-	-	-	-	-					
Office Supplies	-	-	-	-	-					
Postage	-	-	-	-	-					
Printer Lease & Maintenance	-	-	-	-	-					
Printer Usage	-	-	-	-	-					
Professional Services	-	-	-	-	-					
Office Equipment & Repairs	-	-	-	-	-					
*New*Raptor Safety Fee	-	-	-	-	-					
Managed Services Contract	55,000.00	27,400.00	55,000.00	45,748.30	72,180.00	59,756.75		14,400.00	14,400.00	14,400.00
Website Services	6,100.00	4,547.98	6,100.00	12,258.15	25,849.50	26,025.50		110,964.00	110,964.00	110,964.00
Software & Licenses	38,850.00	41,647.94	38,850.00	71,307.86	44,544.00	50,178.72		9,273.60	9,273.60	9,273.60
Hardware	7,050.00	-	7,050.00	-	7,050.00	-		44,544.00	44,544.00	44,544.00
TOTALS	\$ 107,000.00	\$ 73,595.92	\$ 107,000.00	\$ 129,314.31	\$ 311,453.50	\$ 244,174.08		\$ 186,231.60	\$ 186,231.60	\$ 186,231.60

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Fringe - #045

as of: 5/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Retirement Fund - CPD	2,584,826.00	2,586,000.00	2,626,567.00	2,626,800.00	2,689,635.00	2,250,119.28	3,027,780.00	3,027,780.00	3,027,780.00
EMS Retirement	-	5,500.00		6,000.00		6,000.00			
Aflac Flex Spending Fee									
Retiree Health Care		27,314.88		9,099.17		1,057.30			
Workers Comp	275,000.00	169,346.29	275,000.00	159,790.88	200,000.00	152,314.18	205,000.00	205,000.00	205,000.00
OPEB Trust	1,358,764.00	1,359,000.00	1,454,189.00	1,454,400.00	1,491,532.00	1,250,000.00	1,606,052.00	1,606,052.00	1,606,052.00
Employee Fringe					492,000.22	425,000.00			
TOTALS	\$ 4,218,590.00	\$ 4,147,161.17	\$ 4,355,756.00	\$ 4,256,090.05	\$ 4,873,167.22	\$ 4,084,490.76	\$ 4,838,832.00	\$ 4,838,832.00	\$ 4,838,832.00

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Education- #055

as of: 5/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Capital Improvement Leases	693,283.00	603,686.90	868,114.00	2,218,866.91	868,114.00	860,251.05	1,092,312.42	868,114.00	868,114.00
Local Appropriation	47,056,398.00	68,416,463.97	48,156,398.00	47,399,104.78	48,877,586.00	62,535,200.61	50,399,526.00	50,099,525.00	50,099,525.00
School Non-MOE/Capital	700,000.00	333,399.41	300,000.00	-	300,000.00	-	300,000.00	300,000.00	300,000.00
School - Achievement Grant			253,000.00						
School Solar		507,909.95		757,293.22		163,141.72			
State Aid & Other Funding	26,305,636.00	-	26,809,315.00		28,326,165.00	176,662.88	29,274,632.00	29,274,632.00	29,274,632.00
				22130533.01					
TOTALS	\$ 74,755,317.00	\$ 69,861,460.23	\$ 76,386,827.00	\$ 50,375,264.91	\$ 78,371,865.00	\$ 63,735,256.26	\$ 81,066,470.42	\$ 80,542,271.00	\$ 80,542,271.00

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Debt Service - #050

as of: 5/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
School Bonds - Debt Principal	2,720,000.00	2,882,411.95		2,749,001.26		2,631,244.57	2,203,518.56	2,203,518.56	2,203,518.56
School Bonds - Debt Interest	721,713.00	732,442.37	475,000.00	623,400.26	3,143,658.00	3,216,594.59	3,788,785.48	3,300,010.00	3,300,010.00
School Bonds - Impact Fees	(155,000.00)	-	(155,000.00)	(155,000.00)	(155,000.00)		(155,000.00)	(155,000.00)	(155,000.00)
Town Bonds - Debt Principal	1,628,178.00	1,096,251.08	4,132,000.00	1,547,000.00	4,077,949.00	1,586,024.30	1,451,000.00	1,451,000.00	1,451,000.00
Town Bonds - Debt Interest	814,546.00	329,449.42	1,381,054.00	765,479.03	1,236,680.00	702,355.38	639,905.80	639,905.00	639,905.00
Tax Anticipation Notes (TANS)	89,500.00	-	89,500.00	-	89,500.00		89,500.00	100,000.00	100,000.00
Paying Agent & Advisor Fees	15,000.00	4,428.00	15,000.00	2,995.00	15,000.00	8,510.40	15,000.00	15,000.00	15,000.00
TOTALS	\$ 5,833,937.00	\$ 5,044,982.82	\$ 5,937,554.00	\$ 5,532,875.55	\$ 8,407,787.00	\$ 8,144,729.24	\$ 8,187,709.84	\$ 7,554,433.56	\$ 7,554,433.56

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Town General Expense- #039

as of: 05/10/24

	FY 2022		FY 2023		FY 2024		PROPOSED FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Budget Reserves	25,000.00	32,283.50	25,000.00	16,330.66	25,000.00	2,400.00	25,000.00	25,000.00	25,000.00
Casualty & Liability Insurance	500,000.00	594,352.38	540,000.00	561,830.05	590,000.00	559,352.63	700,000.00	555,000.00	555,000.00
Building Repair Contingency	25,000.00	8,900.98	25,000.00	9,028.00	25,000.00	-	25,000.00	25,000.00	25,000.00
General Contingencies	50,000.00	32,159.93	50,000.00	25,068.77	50,000.00	31,518.03	50,000.00	50,000.00	50,000.00
Master Lease	293,618.00	290,613.70	293,618.00	289,221.75	293,618.00	289,221.75	774,411.66	275,477.00	275,477.00
Efficency Savings				2,699.42		-			
Special Election Costs						31,800.00			
Severance	100,000.00		200,000.00		180,000.00			125,000.00	125,000.00
Evergreen Legislation									
Transfer		28,214.30							
Deficit Reduction		(28,214.30)				80,114.91			
TOTALS	\$ 993,618.00	\$ 958,310.49	\$ 1,133,618.00	\$ 904,178.65	\$ 1,195,418.00	\$ 962,607.32	\$ 1,574,411.66	\$ 1,055,477.00	\$ 1,055,477.00

Section Twelve:

Tax Levy

Town of Cumberland
Fiscal Year 2023-2024

Projected Tax Levy, FY24

Projected Expenses @ 6/30/24	\$ 116,342,587	Collection Rate-Proj	49.659264%	49.66%
Less:		Motor Vehicle Rate		\$ 19.87
Projected Revenues not including		Residential Rate Incr. (Decr.)		\$ 0.33
2024 Tax Roll/Bill (assessed 12/31/23)	\$ 80,348,417	Residential Rate (ordinance Max 3.0%)	2.840%	\$ 11.95
Taxes Needed from Proj FY24 Levy (collect May/June24) (essentially this is 1Q due 5/31/24 from Proj FY24 Levy)	\$ 35,983,424	Tangible Rate Incr. (Decr.)		\$ 7.64
Total Taxes Needed @ Collection Rate	\$ 72,460,647	Tangible Rate	32.87%	\$ 30.88
Net Amount Taxes Needed	\$ 72,460,647	without MV (State Law)		
Levy Calculation		2023 Tax Levy \$ 70,477,328		
Net Amount of Taxes Needed (as listed above)	\$ 72,460,647	2024 Proj Tax Levy \$ 72,460,647		
Less: Tangible Personal Property	\$ (6,565,441) x	Levy Increase \$ 1,983,319		
Less: Motor Vehicle Taxes	\$ - x	Levy Increase % 2.81%		
Less: State Motor Vehicle Phase Out		Max 4.0 %		
Total Taxes Provided from Real Estate	\$ 65,895,207	Audited 1st Quarter Collection %, last 5-Years		
Total Gross Taxes Needed from Real	\$ 65,895,207	Yr. of Tax Bill	Rate	Projected Collection Rate
		2023	49.67%	49.67% 50.67%
		2022	49.95%	
		2021	51.94%	
		2020	49.09%	
		2019	48.94%	
		5-Year Average	49.92%	49.92% 50.92%
				Min Max
without MV (State Law)				
Proposed Tax Rate	\$ 11.95	Projected Levy	Levy Increase	Levy % Increase
Assessment Data		\$ 73,296,421	2,819,093	4.0% Levy Increase
Real Property Tax Base	\$ 5,514,150,772	\$ 72,591,648	2,114,320	3.0% Levy Increase
Total	\$ 5,514,150,772	\$ 71,886,875	1,409,547	2.0% Levy Increase
Total Base	\$ 5,514,150,772	\$ 71,182,101	704,773	1.0% Levy Increase
Value of \$1.00 on Tax Rate	\$ 5,514,151	Tax Rates		
		Rate	Net Assessed Val.	Residential Tangible
		\$ 30.88	\$ 212,611,418	\$ 11.62 \$ 23.24
		\$ 19.87	\$ -	0.33 7.64
		(fixedMV)		11.95 30.88
Taxes Available for FY24 & FY25 Budget	\$ 72,460,647		2.84%	(tangible)
Total Taxes	\$ 72,460,647			
Collection Rate				
Total Year 1 Taxes Gross Collected	\$ 71,373,738			
Less ~2% Discount-all tax types	\$ (240,000)			
Allowance for Abatements	\$ (225,000)			
Total Actual Net Collected	\$ 70,908,738			
Less Proj FY24 collections (2 mos)	\$ (35,983,424)			
Gross FY25 Taxes from 2024 Levy (10 mos)	\$ 34,925,314			
	\$ -			

LEVY INCREASE CALC.

Real Estate Taxes

FY 2022	\$	62,531,932
FY 2023	\$	63,934,896
FY 2024	\$	65,895,207

Tangible Taxes

FY 2022	\$	6,031,653
FY 2023	\$	6,542,432
FY 2024	\$	6,565,441

Motor Vehicle Taxes

FY 2023	\$	-
FY 2024	\$	-

Totals

FY 2023	\$	70,477,328
FY 2024	\$	72,460,647

Non Motor Vehicles Combined

FY 2023	\$	70,477,328
FY 2024	\$	72,460,647
\$	72,460,647	
	cap	\$ 2,819,093 4.00%
	difference	\$ 835,774 1.19%

Assessed Values Recap

Real Estate			
\$ 5,501,908,110	\$ 12,242,662	\$ 5,514,150,772	
			0.22%
Motor Vehicle			
\$ -	\$ (13,414,151)	\$ -	
			as adjusted
Tangible			*Exemptions included
\$ 212,031,212	\$ 580,206	\$ 212,611,418	
			0.27%
Total			
\$ 5,713,939,322	\$ (591,283)	\$ 5,726,762,190	
\$ (1,189,806,029)	\$ -0.01%	\$ -	Match to cert

Town of Cumberland
Fiscal Year 2024-2025

Projected Tax Levy, FY25

Projected Expenses @ 6/30/24	\$ 119,673,778	Collection Rate-Proj	49.665000%	49.67%
Less:		Motor Vehicle Rate		\$ 19.87
Projected Revenues not including		Residential Rate Incr. (Decr.)		\$ 0.34
2024 Tax Roll/Bill (assessed 12/31/23)	\$ 82,641,365	Residential Rate (ordinance Max 3.0%)	2.845%	\$ 12.29
Taxes Needed from Proj FY24 Levy (collect May/June24) (essentially this is 1Q due 5/31/24 from Proj FY24 Levy)	\$ 37,032,413	Tangible Rate Incr. (Decr.)		\$ -
Total Taxes Needed @ Collection Rate	\$ 74,564,408	Tangible Rate	0.00%	\$ 30.88
Net Amount Taxes Needed	\$ 74,564,408	without MV (State Law)		
Levy Calculation		2024 Tax Levy \$ 72,459,635		
Net Amount of Taxes Needed (as listed above)	\$ 74,564,408	2024 Proj Tax Levy \$ 74,564,408		
Less: Tangible Personal Property	\$ (6,565,230) x	Levy Increase \$ 2,104,773		
Less: Motor Vehicle Taxes	\$ - x	Levy Increase % 2.90%		
Less: State Motor Vehicle Phase Out		Max 4.0 %		
Total Taxes Provided from Real Estate	\$ 67,999,178	Audited 1st Quarter Collection %, last 5-Years		
Total Gross Taxes Needed from Real	\$ 67,999,178	Projected Collection Rate		
Proposed Tax Rate	\$ 12.29	Yr. of Tax Bill Rate		
Assessment Data		2023 49.67%		
Real Property Tax Base	\$ 5,532,253,591	2022 49.95%		
Total	\$ 5,532,253,591	2021 51.94%		
Total Base	\$ 5,532,253,591	2020 49.09%		
Value of \$1.00 on Tax Rate	\$ 5,532,254	2019 48.94%		
Taxes Available for FY24 & FY25 Budget	Total Taxes \$ 74,564,408	5-Year Average 49.92%		
Collection Rate	98.50%	without MV (State Law)		
Total Year 1 Taxes Gross Collected	\$ 73,445,941	Projected Levy		
Less ~2% Discount-all tax types	\$ (240,000)	Levy Increase		
Allowance for Abatements	\$ (225,000)	Levy % Increase		
Total Actual Net Collected	\$ 72,980,941	\$ 75,359,074 2,898,426 4.0% Levy Increase		
Less Proj FY24 collections (2 mos)	\$ (37,032,413)	\$ 74,634,467 2,173,819 3.0% Levy Increase		
Gross FY25 Taxes from 2024 Levy (10 mos)	\$ 35,948,528	\$ 73,909,861 1,449,213 2.0% Levy Increase		
		\$ 73,185,254 724,606 1.0% Levy Increase		
		Rate Net Assessed Val. Residential Tangible		
		\$ 30.88 \$ 212,604,592 \$ 11.95 \$ 30.88		
		\$ 19.87 \$ - \$ 0.34 \$ 0.00		
		(fixedMV) 12.29 30.88		
		2.85% (tangible)		

LEVY INCREASE CALC.

Real Estate Taxes

FY 2023	\$	63,934,896
FY 2024	\$	65,895,207
FY 2025	\$	67,999,178

Tangible Taxes

FY 2023	\$	6,542,432
FY 2024	\$	6,565,441
FY 2025	\$	6,565,230

Motor Vehicle Taxes

FY 2023	\$	-
FY 2024	\$	-

Totals

FY 2024	\$	72,460,648
FY 2025	\$	74,564,408

Non Motor Vehicles Combined

FY 2024	\$	72,460,648
FY 2025	\$	74,564,408
\$		2,103,760

cap	\$	2,898,426	4.00%
difference	\$	794,666	1.10%

Assessed Values Recap

Real Estate

\$	5,514,253,591	\$	18,000,000	\$	5,532,253,591
				0.33%	

Motor Vehicle

\$	-	\$	(13,414,151)	\$	-
			as adjusted		

Tangible

\$	212,604,592	\$	-	\$	212,604,592
			0.00%		

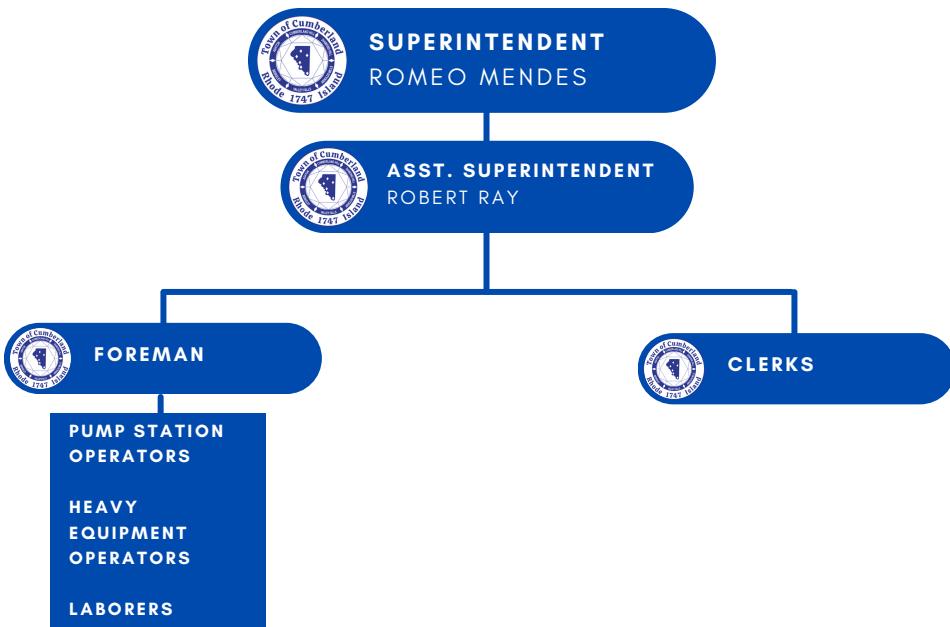
*Exemptions included

Total

\$	5,726,858,183	\$	4,585,849	\$	5,744,858,183
\$	(1,202,724,890)			0.08%	Match to cert

Section Thirteen: Proprietary Funds

WATER DEPARTMENT



DEPARTMENTAL OVERVIEW

The Town operates its own water supply, treatment, storage, and distribution system.

Treatment of the surface supply is by means of a rapid sand filtration plant. The system has approximately 8,538 customers and serves a population of approximately 23,286 persons.

Average daily consumption is approximately 2.2 million gallons and peak day demand for fiscal year 2020 was approximately 5.1 million gallons.

DEPARTMENTAL GOALS - FY 2025

- Finalize plans for Ashton/Berkley Water Main Replacement and determine funding source for the project.
- Issue RFP for system wide meter replacement, evaluate responses and determine funding source for procurement.
- Issue RFP for system wide meter replacement, evaluate responses and determine funding source for procurement.

PROGRESS TOWARDS FY 2024 GOALS - CUMBERLAND WATER DEPARTMENT



GOAL ONE:

Initiate rehabilitation of Manville wells 1 and 2.

Redevelopment of Manville wells was completed in April of 2024.

GOAL TWO:

Create a plan for upgrades to Girard Rd. and Fisher Rd. Pump Stations; two critical pieces of our distribution system

Girard Road has been upgraded with replacement of severely corroded piping, installation of new pump motor and variable frequency drive including required electrical work. No work on the Fisher Road Pump station was undertaken. The Water Department's current plan is to remove/replace components from a below ground vault to an above ground structure.

GOAL THREE:

Design and implement an infrastructure maintenance and repair schedule to minimize costly emergency repairs.

A formal plan has not been put in place. In the interim the Water Department is implementing recommendations in its Clean Water Infrastructure Repair plan.

24-16
ADOPTED BUDGET
FISCAL YEAR 2024/2025
WATER DEPARTMENT - 501

**AN ORDINANCE ESTABLISHING THE OPERATING BUDGET FOR THE TOWN OF
 CUMBERLAND'S WATER DEPARTMENT FOR FISCAL YEAR 2024/2025**

THE TOWN OF CUMBERLAND ORDAINS:

THE OPERATING BUDGET FOR FISCAL YEAR 2024/2025 IS AS FOLLOWS

WATER	ADJUSTED BUDGET FY 2022	ADJUSTED BUDGET FY 2023	ADOPTED BUDGET FY 2024	DEPT. REQUEST	MAYOR PROPOSED FY 2025	COUNCIL ADOPTED
Water Usage Revenue	2,650,416	2,894,086	2,642,761	2,850,660	2,850,660	2,850,660
Hook Up Fees Water Revenue	41,512	41,512	11,246	15,712	15,712	15,712
Hydrant Fees Water Revenue	224,070	224,070	231,000	224,070	224,070	224,070
Service fees Water Revenue	534,055	534,055	637,305	570,790	570,790	570,790
PWSB Surcharge Water	1,070,300	1,130,587	1,599,000	1,736,051	1,736,051	1,736,051
Infrastructure Fees Water	1,334,400	1,334,400	1,246,016	1,373,253	1,373,253	1,373,253
State Surcharge Water Revenue	115,421	115,421	111,960	122,223	122,223	122,223
Water Protection Revenue	65,195	65,195	58,497	62,186	62,186	62,186
RI Taxes	22,136	22,136	10,000	10,000	10,000	10,000
Delinquent Interest Water Revenue	65,000	65,000	35,000	35,000	35,000	35,000
Debt Reduction Surcharge Water	-	-	-	-	-	-
Late Fees Water Revenue	77,500	77,500	38,000	38,000	38,000	38,000
Water Resource Board Reimbursement	125,000	125,000	15,500	-	-	-
Contributed Capital	125,000	125,000	-	-	-	-
REVENUES	6,450,005	6,753,962	6,636,285	7,037,945	7,037,945	7,037,945
Regular Salaries - WATER	978,543	1,062,323	1,025,465	1,123,498	1,123,498	1,123,498
Overtime	120,000	120,000	120,000	130,000	130,000	130,000
Teamsters Clothing Allowance	-	-	-	4,800	4,800	4,800
Cellphone Reimbursement	-	1,000	4,800	4,800	4,800	4,800
Longevity Water	43,585	44,544	44,544	36,173	36,173	36,173
Bank Charges	-	-	-	-	-	-
Repairs Building	17,000	25,000	20,000	20,000	20,000	20,000
Repairs Treatment Equip&Maint	25,000	25,000	15,000	15,000	15,000	15,000
Repairs Distribution Equip&Maint	21,000	21,000	10,000	10,000	10,000	10,000
Repairs Equipment	12,000	25,000	-	-	-	-
Repairs Vehicles	22,000	25,000	22,000	22,000	22,000	22,000
Professional Fees	105,000	105,000	95,000	95,000	90,000	90,000
Indirect Costs/General Fund	75,000	75,000	75,000	75,000	75,000	75,000
Postage	6,000	8,000	12,000	15,000	15,000	15,000
Office Supplies	2,000	2,500	2,500	2,500	2,500	2,500
Operating Supplies	95,000	95,000	75,000	77,500	77,500	77,500
Lease Payments	162,292	162,292	107,818	159,851	159,851	159,851
Janitorial Supplies	1,400	3,000	2,600	1,500	1,500	1,500
Gravel/Stone/Loam/Mulch	17,000	17,000	6,000	12,000	12,000	12,000
Asphalt/Concrete	20,000	20,000	20,000	20,000	20,000	20,000
Plumbing Supplies	2,800	4,500	4,000	4,000	4,000	4,000
Distribution Supplies	22,000	22,000	23,000	23,000	23,000	23,000
Hydrant Maintenance & Repair	28,000	28,000	22,000	20,000	20,000	20,000
Meter Installation & Repair	55,000	55,000	48,000	49,500	49,500	49,500
Gas and Oil	32,000	42,000	34,000	34,000	34,000	34,000
Heating/Air Conditioning	310,000	310,000	300,000	300,000	300,000	300,000
Telephone	17,000	17,000	17,000	17,000	17,000	17,000
Capital Improvements	-	-	-	120,000	120,000	120,000
Data Backhaul	3,500	3,500	3,500	-	-	-

Water- PWSB	1,070,300	1,130,587	1,700,000	1,580,195	1,580,195	1,580,195
Advertising	10,000	10,000	4,200	1,500	1,500	1,500
Education and Training	9,000	10,000	6,000	6,000	6,000	6,000
Dues and Subscriptions	3,000	3,000	2,800	2,800	2,800	2,800
Office Equipment	6,500	6,000	4,000	3,500	3,500	3,500
Well Reconditioning	85,000	85,000	80,000	40,000	40,000	40,000
Treatment Chemicals	230,000	230,000	275,000	280,000	280,000	280,000
Treatment Equipment	20,000	20,000	15,000	15,000	15,000	15,000
Software Expense	50,000	50,000	40,000	40,000	40,000	40,000
Distribution Equipment	44,000	44,000	30,000	30,000	30,000	30,000
Water Testing	33,000	33,000	32,000	32,000	32,000	32,000
Water Testing Distribution System	7,000	7,000	6,000	6,000	6,000	6,000
State Surcharge	102,927	-	116,000	122,223	122,223	122,223
Town Network Expense	18,000	18,000	18,000	18,000	18,000	18,000
Sales tax	22,136	22,136	22,136	22,136	22,136	22,136
Water Protection	65,195	65,195	58,500	62,186	62,186	62,186
Infrastructure Improvements	608,543	668,422	-	-	-	-
Insurance	78,000	85,000	85,000	85,000	85,000	85,000
Interest Expense	-	-	-	-	-	-
Workers Comp	51,503	51,503	53,500	53,500	53,500	53,500
RI State Retirement	115,907	113,754	111,701	110,840	110,840	110,840
Social Security	88,057	79,859	79,278	89,158	89,158	89,158
Health Insurance	275,843	371,982	386,861	309,361	309,361	309,361
Health Insurance EE	-	(55,000)	(57,200)	(42,999)	(42,999)	(42,999)
HSA Upload	-	-	81,000	80,000	80,000	80,000
Delta Dental	17,562	15,625	16,250	17,955	17,955	17,955
Delta Dental EE	-	(238)	(247)	(516)	(516)	(516)
Life Insurance	6,015	9,871	10,000	9,834	9,834	9,834
Public Water Lic. Renewal	12,825	12,825	12,825	12,825	12,825	12,825
DEBT SERV Principal	733,056	903,729	922,894	-	-	-
DEBT SERV Prin (Infrast. Chg.)	-	-	-	941,875	941,875	941,875
DEBT SERV Interest	-	-	-	369,606	369,606	369,606
DEBT SERV Int (Infrast. Chg.)	418,413	410,053	390,560	-	-	-
Emergency Reserve	38,804	25,000	25,000	25,000	25,000	25,000
Sludge Removal	36,300	9,000	-	-	-	-
Deficit Reduction Surcharge	-	-	-	327,844	327,844	327,844
EXPENDITURES	6,450,005	6,753,962	6,636,285	7,042,945	7,037,945	7,037,945

TOWN OF CUMBERLAND, RI
GENERAL FUND
REVENUE BUDGET
FISCAL YEAR 2024/2025
WATER FUND - #501

as of: 5/9/2024

	FY 2022		FY 2023		FY 2024		FY 2025		
	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Water Usage Revenue	2,650,416.08	2,340,520.68	2,894,086.00	2,576,580.00	2,642,761.00	1,601,320.51	2,850,660.00	2,850,660.00	2,850,660.00
Hook Up Fees Water Revenue	41,512.00	14,184.00	41,512.00	10,244.00	11,246.00	17,336.00	15,712.00	15,712.00	15,712.00
Hydrant Fees Water Revenue	224,070.00	-	224,070.00	224,070.00	231,000.00	224,070.00	224,070.00	224,070.00	224,070.00
Service fees Water Revenue	534,055.00	338,693.81	534,055.00	547,003.04	637,305.00	286,655.67	570,790.00	570,790.00	570,790.00
PWSB Surcharge Water	1,070,300.00	939,932.85	1,130,587.00	1,014,800.99	1,599,000.00	939,092.07	1,736,051.00	1,736,051.00	1,736,051.00
Infrastructure Fees Water	1,334,400.00	1,171,863.57	1,334,400.00	1,264,522.02	1,246,016.00	782,172.12	1,373,253.00	1,373,253.00	1,373,253.00
State Surcharge Water Revenue	115,421.43	6,332.85	115,421.00	125,424.97	111,960.00	76,626.17	122,223.00	122,223.00	122,223.00
Water Protection Revenue	65,195.17	-	65,195.00	65,267.26	58,497.00	36,167.82	62,186.00	62,186.00	62,186.00
RI Taxes	22,135.75	-	22,136.00	22,544.42	10,000.00	16,002.75	10,000.00	10,000.00	10,000.00
Delinquent Interest	65,000.00	63,308.81	65,000.00	58,070.55	35,000.00	38,888.73	35,000.00	35,000.00	35,000.00
Miscellaneous Water Revenue	-	12,774.00	-	205,839.98	-	-			
Investment Income Water	-	(152,999.56)	-	45,420.65	-	55,612.71			
Debt Reduction Surcharge Water	-		-		-	-			
Late Fees Water Revenue	77,500.00	55,540.00	77,500.00	59,053.41	38,000.00	28,339.44	38,000.00	38,000.00	38,000.00
Water Resource Board Reimbursement	125,000.00	-	125,000.00		15,500.00				
Bond Premium Amortization	-	-	-						
Contributions Water Revenue	-	-	-						
Contributed Capital	125,000.00	-	125,000.00		-				
Other Revenue	-	(17,562.50)	-	8,281.77		10,101.78			
TOTALS	\$ 6,450,005.43	\$ 4,772,588.51	\$ 6,753,962.00	\$ 6,227,123.06	\$ 6,636,285.00	\$ 4,112,385.77	\$ 7,037,945.00	\$ 7,037,945.00	\$ 7,037,945.00

TOWN OF CUMBERLAND, RI
GENERAL FUND
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
WATER FUND - #501

as of: 5/9/2024

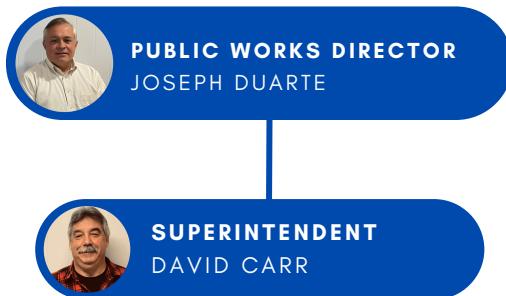
	FY 2022		FY 2023		FY 2024		FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAJOR PROPOSED	COUNCIL ADOPTED
Salaries	978,542.93	916,414.69	1,062,323.34	1,093,434.48	1,025,465.00	843,340.71	1,123,498.00	1,123,498.00	1,123,498.00
Overtime	120,000.00	137,704.66	120,000.00	138,918.80	120,000.00	105,134.80	130,000.00	130,000.00	130,000.00
Cell Phone PR	-	5,775.42	1,000.00	5,135.61	4,800.00	3,328.22	4,800.00	4,800.00	4,800.00
Retirement Severance	-	-	-	8,161.65	-	10,704.40			
MERS Defined Benefit	115,906.54	112,651.51	113,754.08	129,704.52	111,701.00	79,693.28			
TIAA-CREF Contribution									
FICA - Water	88,057.44	77,003.60	79,858.73	97,085.87	79,278.00	73,245.75	110,840.00	110,840.00	110,840.00
Teamsters Clothing Allowance						600.00			
Unemployment Water						5,445.00			
Worker's Compensation	51,502.50	54,123.60	51,502.50	55,396.40	53,500.00	-			
Health Insurance ER	275,843.00	300,205.74	371,982.38	290,641.17	386,861.00	238,858.18			
Health Insurance EE		(42,517.60)	(55,000.14)	(46,139.76)	(57,200.00)	(23,340.98)			
HSA Upload				84,000.00	81,000.00	67,000.00			
Admin Health				-	-				
Delta Dental ER	17,562.00	16,985.51	15,624.98	15,927.38	16,250.00	12,093.20	17,955.00	17,955.00	17,955.00
Delta Dental EE		(336.74)	(238.42)	(252.18)	(247.00)		(516.00)	(516.00)	(516.00)
Life Insurance	6,015.00	9,984.50	9,871.25	9,714.50	10,000.00	7,040.25	9,834.00	9,834.00	9,834.00
Property Insurance	78,000.00	78,000.00	85,000.00	85,000.00	85,000.00	86,951.37	85,000.00	85,000.00	85,000.00
Advertising	10,000.00	2,884.00	10,000.00	3,318.00	4,200.00	933.00	1,500.00	1,500.00	1,500.00
Capital Leases	162,292.00	11,663.14	162,292.00	21,496.33	107,818.00		159,851.00	159,851.00	159,851.00
Dues and Subscriptions	3,000.00	3,896.00	3,000.00	1,815.00	2,800.00	1,024.05	2,800.00	2,800.00	2,800.00
Education and Training	9,000.00	11,827.00	10,000.00	7,811.00	6,000.00	4,907.00	6,000.00	6,000.00	6,000.00
Vehicle Gas and Oil	32,000.00	34,474.44	42,000.00	53,956.56	34,000.00	19,229.51	34,000.00	34,000.00	34,000.00
Heating and Cooling	310,000.00	289,570.22	310,000.00	425,039.78	300,000.00	291,468.15	300,000.00	300,000.00	300,000.00
Janitorial Supplies	1,400.00	1,497.24	3,000.00	2,774.65	2,600.00	158.70	1,500.00	1,500.00	1,500.00
Office Supplies	2,000.00	3,314.14	2,500.00	3,964.95	2,500.00	1,246.98	2,500.00	2,500.00	2,500.00
Operating Supplies	95,000.00	64,932.73	95,000.00	11,987.72	75,000.00	51,686.70	77,500.00	77,500.00	77,500.00
Plumbing Supplies	2,800.00	4,053.05	4,500.00	841.87	4,000.00	-	4,000.00	4,000.00	4,000.00
Postage - Water	6,000.00	13,243.40	8,000.00	19,538.49	12,000.00	14,654.85	15,000.00	15,000.00	15,000.00
Professional Services	105,000.00	183,358.71	105,000.00	136,116.49	95,000.00	64,939.35	95,000.00	90,000.00	90,000.00
Building Repairs	17,000.00	9,966.51	25,000.00	12,677.92	20,000.00	12,189.38	20,000.00	20,000.00	20,000.00
Office Equipment	6,500.00	4,050.00	6,000.00	22,092.68	4,000.00	3,660.35	3,500.00	3,500.00	3,500.00
Repairs Equipment	12,000.00	26,836.05	25,000.00				-		
Vehicle Repair	22,000.00	(393.51)	25,000.00	60,319.32	22,000.00	(7,640.14)	22,000.00	22,000.00	22,000.00

DEBT SERV Principal	733,056.46	-	903,729.00	1,360.30	922,894.00	-			
Debt Service Interest - Infrastructure	418,413.22	428,076.41	410,053.00	450,820.76	390,560.00	390,559.57			
Debt Service Principal Infrastructure				17.99					
Debt Serv Interest Telephone	17,000.00	15,329.82	17,000.00	26,817.43	17,000.00	10,831.56			
Capital Improvements						26,443.00			
Deficit Reduction Surcharge Interest Expense		11,733.76							
Amortization Asphalt/Concrete	20,000.00	7,852.29	20,000.00	16,894.55	20,000.00	14,020.19			
Bad Debt Bank Charges		21,300.00							
Data Backhaul Depreciation Expense	3,500.00		3,500.00		3,500.00				
Distribution Equipment Distribution Supplies		911,917.00		939,529.52		5,474.75			
Emergency Reserve Gravel/Stone/Loam/Mulch	44,000.00	5,923.57	44,000.00	10,950.17	30,000.00	19,345.51			
Hydrant Maintenance Indiret Costs/General Fund	22,000.00	27,213.85	22,000.00	25,600.00	23,000.00	52,961.13			
Infrastructure Improvements Longevity Water	38,803.55	16,159.61	25,000.00	28,879.00	25,000.00	9,268.00			
Meter Installation & Repair Net Operating Reserve	17,000.00	5,486.38	17,000.00	4,842.61	6,000.00	15,560.45			
Public Water Lic. Renewal RANS Interest/Issuance Cost	28,000.00	11,219.17	28,000.00	15,134.06	22,000.00	-			
Repairs Distribution Equip Repairs Treatment Equip	75,000.00	85,000.00	75,000.00	85,000.00	75,000.00	4,000.00			
Sales Tax Sludge Removal	608,543.43	31,218.50	668,422.00	71,404.07		15,475.00			
Software Expense State Surcharge	43,584.72	53,901.86	44,544.00	41,256.60	44,544.00	30,141.32			
Town Network Expense Treatment Chemicals	55,000.00	2,374.02	55,000.00	51,232.47	48,000.00	100,928.67			
Treatment Equipment Treatment Plant		-							
Water Protection Water-PWSB	12,825.00	26,053.50	12,825.00	12,837.00	12,825.00	12,915.50			
Water Testing Water Testing Distribution System	21,000.00	9,702.40	21,000.00	15,786.23	10,000.00	3,288.00			
Water Testing Well Reconditioning	25,000.00	15,372.57	25,000.00	12,370.91	15,000.00	29,724.69			
	22,135.75	22,169.69	22,136.00	(125,335.13)	22,136.00	19,453.55			
	36,300.00	8,756.25	9,000.00	6,000.00					
	50,000.00	1,673.05	50,000.00	9,839.84	40,000.00	46,618.97			
	102,926.72	-	-	-	116,000.00	-			
	18,000.00	26,396.02	18,000.00	25,726.49	18,000.00	-			
	230,000.00	233,429.55	230,000.00	407,301.13	275,000.00	300,583.42			
	20,000.00	15,418.30	20,000.00	2,014.95	15,000.00	14,389.23			
	-	-	-	-					
	65,195.17	65,392.90	65,195.00	(47,193.27)	58,500.00	78,824.67			
	1,070,300.00	1,316,108.53	1,130,587.00	1,819,709.00	1,700,000.00	1,269,456.28			
	33,000.00	44,056.78	33,000.00	26,781.67	32,000.00	17,341.21			
	7,000.00	683.68	7,000.00	10,742.00	6,000.00	-			
	85,000.00	5,760.30	85,000.00	74,030.00	80,000.00	7,292.95			
TOTALS	\$ 6,450,005.43	\$ 5,756,847.77	\$ 6,753,961.70	\$ 6,770,829.55	\$ 6,636,285.00	\$ 4,463,449.68			
							\$ 7,042,945.00	\$ 7,037,945	\$ 7,037,945

SEWER DEPARTMENT



ORGANIZATIONAL CHART



DEPARTMENTAL OVERVIEW

The Sewer Division is responsible for maintaining and operating the municipal sewer system in accordance with all applicable state, federal, and local regulations for the collection and discharge of wastewater.

DEPARTMENTAL GOALS - FY 2024

- Replacement of Abbott Street Waste Water Pumping Station.
- Ashton Village Sanitary Sewer Replacement
- Berkeley Village Sanitary Sewer Replacement



PROGRESS TOWARDS FY 2024 GOALS - SEWER DEPARTMENT



GOAL ONE:

Replacement of the Abbott Street Waste Water pumping station.

The construction bid for the Abbott Street Pump Station was awarded to Ferreira Construction Corp. Due to electronic supply (generators, controls) delays, construction is anticipated to start in the Fall of 2024 and be completed by the end of 2025.

GOAL TWO:

Replacement of the Ashton and Berkeley pumping stations.

The Town is exploring funding sources for these two projects which remain goals. Potential funding sources include revenue bonds and federal grants.

24-17
TOWN OF CUMBERLAND, RI
BUDGET
FISCAL YEAR 2024/2025
SEWER FUND - 401

AN ORDINANCE ESTABLISHING THE OPERATING BUDGET FOR THE TOWN OF CUMBERLAND'S SEWER DEPARTMENT FOR FISCAL YEAR 2024/25

THE TOWN OF CUMBERLAND ORDAINS:

THE OPERATING BUDGET FOR FISCAL YEAR 2024/25 IS AS FOLLOWS:

SEWER	ADJUSTED BUDGET FY 2022	ADJUSTED BUDGET FY 2023	ADJUSTED BUDGET FY 2024	MAYOR PROPOSED FY 2025	COUNCIL ADOPTED
Sewer Assessments	139,836	141,577	116,000	115,363	115,363
Revenues - Hook-up Fees Sewer	-	-	35,000	35,000	35,000
Delinquent interest Sewer	20,000	12,000	12,000	14,000	14,000
Sewer Usage Revenue	385,523	396,801	417,794	532,324	532,324
Sewer Permits Revenue	51,200	40,000	-	-	-
Tax Sale Fees-Sewer	1,000	2,000	3,000	4,000	4,000
Fund Reserve				139,417	139,417
REVENUES	597,559	592,378	583,794	840,104	840,104
Regular Salaries -SEWER	48,944	50,833	50,833	57,687	57,687
Emergency Labor	16,000	30,000	30,000	30,000	30,000
Overtime	4,500	4,500	4,500	4,700	4,700
Teamsters Clothing Allowance				300	300
Longevity Sewer	4,000	3,558	3,558	4,038	4,038
Repairs Pump Equipment	10,000	10,000	10,000	10,000	10,000
Repairs Vehicles	2,200	2,200	2,200	2,200	2,200
Emergency Repairs	35,000	35,000	35,000	35,000	35,000
Postage	8,500	10,000	10,000	15,000	15,000
Professional Services	50,000	50,000	20,000	20,000	20,000
Office Supplies	200	450	450	450	450
Dept. Software and Licenses	150	150	150	150	150
Infrastructure Improvement Fund			50,766	230,000	230,000
Gasoline and Oil	1,000	1,000	1,500	1,500	1,500
Utilities	16,000	16,000	16,000	15,700	15,700
Telephone	3,450	2,900	2,900	2,900	2,900
Cell Phone PR	600	600	600	600	600
Cumb. Water Highland P.S.	20,500	-	-	-	-
Office Equipment	850	850	1,000	1,000	1,000
Town Network Expense	20,000	8,500	8,500	8,755	8,755
Collect System Maintenance	70,000	70,000	80,000	90,000	90,000
General Fund Services	40,000	40,000	40,000	40,000	40,000
Capital Improvements	55,000	75,000	75,000	30,000	30,000
Vehicle replacement	95,000	75,000	-	-	-
Insurance	16,000	20,000	59,000	60,770	60,770
Sewer Insurance Claims	10,000	25,000	15,000	40,000	40,000
Contingencies	40,000	30,000	30,000	30,000	30,000
Interest Expense	-	-	-	-	-
Workers Comp	-	-	-	-	-
RI Retirement	5,935	5,880	5,880	5,709	5,709
Social Security	4,000	4,161	4,161	4,722	4,722
Health Insurance	20,985	21,195	21,195	21,821	21,821
Health Insurance EE	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)
HSA Upload			6,000	6,000	6,000
Dental Insurance	450	1,155	1,155	1,155	1,155
Life Insurance	295	447	447	447	447
DEBT SERV Principal	-	-	-	50,000	50,000
DEBT SERV Interest	-	-	-	21,500	21,500
Deficit Reduction	-	-	-	-	-
EXPENDITURES	597,559	592,378	583,794	840,104	840,104

TOWN OF CUMBERLAND, RI
GENERAL FUND
REVENUE BUDGET
FISCAL YEAR 2024/2025
SEWER FUND - #401

as of: 5/9/24

	FY 2022		FY 2023		FY 2024		FY 2025		
	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Sewer Assessments	139,836.00		141,577.00	110,748.02	116,000.00	102,296.94	115,363.00	115,363.00	115,363.00
Revenues - Hook-up Fees Sewer	-				35,000.00		35,000.00	35,000.00	35,000.00
Transfers From Other Funds Sewer	-				-				
Operations and Maintenance Fees Sewer	-				-				
Delinquent interest Sewer	20,000.00		12,000.00	17,738.38	12,000.00	11,286.19	14,000.00	14,000.00	14,000.00
Sewer Usage Revenue	385,523.00		396,801.00	436,942.38	417,794.00	385,040.10	515,877.00	532,324.00	532,324.00
Sewer Permits Revenue	51,200.00		40,000.00	32,550.00	-	26,000.00			
Sewer Misc Revenue	-				-				
Tax Sale Fees-Sewer	1,000.00		2,000.00	4,648.81	3,000.00	4,451.12	4,000.00	4,000.00	4,000.00
New Fund Reserve							120,865.00	139,417.00	139,417.00
TOTALS	\$ 597,559.00	\$ -	\$ 592,378.00	\$ 602,627.59	\$ 583,794.00	\$ 529,074.35	\$ 805,105	\$ 840,104	\$ 840,104

TOWN OF CUMBERLAND, RI
GENERAL FUND
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
SEWER FUND - #401

as of: 5/9/24

	FY 2022		FY 2023		FY 2024		FY 2025		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Salaries - Sewer	48,944.00	52,087.90	50,832.60	55,676.37	50,832.60	46,701.28	57,686.85	57,686.85	57,686.85
Overtime - Sewer	4,500.00	3,138.18	4,500.00	4,871.08	4,500.00	6,863.58	4,700.00	4,700.00	4,700.00
Longevity - Sewer	4,000.00	3,812.45	3,558.28	3,812.45	3,558.28		4,038.00	4,038.00	4,038.00
Cell Phone PR	600.00	550.00	600.00	600.00	600.00	550.00	600.00	600.00	600.00
Teamsters Clothing Allowance							-	300.00	300.00
MERS Defined Benefit - Sewer	5,935.00	6,037.60	5,879.65	6,607.92	5,879.65	4,129.90	5,709.00	5,709.00	5,709.00
TIAA-CREF Defined Contribution							4,721.96	4,721.96	4,721.96
FICA - Sewer	4,000.00	4,426.10	4,160.90	4,842.56	4,160.90	4,011.85	-	-	-
Unemployment							-	-	-
Workers Compensation - Sewer							21,821.00	21,821.00	21,821.00
Health Insurance ER	20,985.00	19,580.52	21,194.61	20,363.76	21,194.61	19,226.79	(2,000.00)	(2,000.00)	(2,000.00)
Health Insurance EE	(2,000.00)	(1,989.35)	(2,000.00)	(2,076.84)	(2,000.00)	(1,671.95)	6,000.00	6,000.00	6,000.00
HSA Upload				6,000.00	6,000.00	6,000.00	1,155.09	1,155.09	1,155.09
Dental ER - Sewer	450.00	1,155.12	1,155.09	1,155.12	1,155.09	1,056.86			
Dental EE - Sewer		-		-	-	-	-	-	-
Life Insurance - Sewer	295.00	447.00	447.00	447.00	447.00	372.50	447.00	447.00	447.00
Emergency Labor	16,000.00	39,380.02	30,000.00	21,367.85	30,000.00	23,501.70	30,000.00	30,000.00	30,000.00
Emergency Repairs	35,000.00	21,141.80	35,000.00	20,114.39	35,000.00	12,567.41	35,000.00	35,000.00	35,000.00
Property Insurance	16,000.00	39,348.51	20,000.00	45,706.01	59,000.00	59,000.00	60,770.00	60,770.00	60,770.00
Repairs Pump Equipment	10,000.00	5,839.50	10,000.00	5,899.17	10,000.00	52.74	10,000.00	10,000.00	10,000.00
Collect System Maintenance	70,000.00	51,464.50	70,000.00	65,949.64	80,000.00	71,916.66	90,000.00	90,000.00	90,000.00
Cumb. Water Highland P.S	20,500.00	4,159.47			-	-	-	-	-
Town Network Expense	20,000.00	13,622.48	8,500.00	13,960.00	8,500.00		8,755.00	8,755.00	8,755.00
Utilities	16,000.00	11,384.67	16,000.00	10,767.68	16,000.00	8,192.27	16,000.00	15,700.00	15,700.00
Vehicle Gas and Oil	1,000.00	672.38	1,000.00	3,234.58	1,500.00	1,483.40	1,500.00	1,500.00	1,500.00
Office Supplies	200.00	526.63	450.00	180.41	450.00	141.93	450.00	450.00	450.00
Postage	8,500.00	8,461.95	10,000.00	8,442.83	10,000.00	11,255.00	15,000.00	15,000.00	15,000.00
Professional Services - Sewer	50,000.00	-	50,000.00	49,500.00	20,000.00	21,332.50	20,000.00	20,000.00	20,000.00
Office Equipment	850.00	640.00	850.00	1,307.43	1,000.00	800.00	1,000.00	1,000.00	1,000.00
Vehicle Repair & Maintenance - Sewer	2,200.00	1,215.05	2,200.00	432.11	2,200.00	1,581.56	2,200.00	2,200.00	2,200.00
DEBT SERV Principal					-		50,000.00	50,000.00	50,000.00
DEBT SERV Interest					-		21,500.00	21,500.00	21,500.00
Telephone	3,450.00	2,378.80	2,900.00	2,993.98	2,900.00	1,881.92	2,900.00	2,900.00	2,900.00
Vehicle Replacement - Sewer	95,000.00	179,900.70	75,000.00	(14,991.73)	-	60,008.28	-	-	-
Insurance Claims - Sewer	10,000.00	8,816.25	25,000.00	108,124.76	15,000.00	68,152.73	40,000.00	40,000.00	40,000.00
General Fund Services	40,000.00	40,000.00	40,000.00	40,000.00	40,000.00		40,000.00	40,000.00	40,000.00
Capital Improvements	55,000.00	27,292.25	75,000.00		75,000.00	42,389.57	30,000.00	30,000.00	30,000.00
Contingencies	40,000.00		30,000.00		30,000.00		30,000.00	30,000.00	30,000.00

Deficit Reduction - Sewer					-		-	-
Interest Expense - Sewer					-		-	-
Dept Software & Licenses - Sewer	150.00	73.08	150.00	-	150.00		150.00	150.00
Infrastructure Improvement Fund *NEW*					50,766.00		230,000.00	230,000.00
TOTALS	\$ 597,559.00	\$ 545,563.56	\$ 592,378.14	\$ 485,288.53	\$ 583,794.13	\$ 471,498.48	\$ 840,104	\$ 840,104

PARKS AND RECREATION



ORGANIZATIONAL CHART



DEPARTMENTAL OVERVIEW

The Parks and Recreation Department serves the community by providing enriching recreation experiences and quality facilities. They accomplish these through programs like summer camp; food truck events; music series; seasonal themed events; supporting youth athletics; and more.

DEPARTMENTAL GOALS - FY 2025

- Upgrades to the Tucker Field Complex
- See Diamond Hill Park Improvement Projects through completion



PROGRESS TOWARDS FY 2024 GOALS - PARKS AND RECREATION



GOAL ONE:

Complete the demolition of the Ski Lodge at Diamond Hill Park and undergo the bidding process to replace the structure.

The demolition has been completed and construction is well underway.



GOAL TWO:

Enhance the public athletic fields.

Town Council has approved a field maintenance contract with Atlantic Golf and Turf for athletic lawn field fertilization for seventeen (17) athletic fields



24-18A
TOWN OF CUMBERLAND, RI
ADOPTED BUDGET
FISCAL YEAR 2024/2025
RECREATION FUND

**AN ORDINANCE ESTABLISHING THE OPERATING BUDGET FOR THE TOWN OF
CUMBERLAND'S RECREATION FUND FOR FISCAL YEAR 2024/2025**

THE TOWN OF CUMBERLAND ORDAINS:

THE OPERATING BUDGET FOR FISCAL YEAR 2024/2025 IS AS FOLLOWS

RECREATION	ADJUSTED BUDGET	ADJUSTED BUDGET	ADOPTED BUDGET	MAYOR PROPOSED	COUNCIL ADOPTED
	FY 2020	FY 2023	FY 2024	FY 2025	
Summer Camp Fee - Recreation	60,000	35,000	35,000	50,000	50,000
Tucker Field Misc Revenue - Recreation		-			-
Winter Sports Fees - Recreation		2,500	2,500	2,500	2,500
Halloween Fun Day - Recreation		-			-
Summer Camp Trip Fees - Recreation	10,000	15,000	15,000	15,000	15,000
Ballfield Rentals - Recreation	17,000	13,000	13,000	13,000	13,000
Adult Tennis Fees - Recreation	1,500	2,000	2,000	2,000	2,000
Volleyball Fees - Recreation	1,000	1,000	1,000	1,000	1,000
Golf Fees - Recreation	1,000	1,500	1,500	1,500	1,500
Wrestling Fees - Recreation		500	500	500	500
Zumba Class Fees - Recreation		-			-
Archery Fees - Recreation		2,000	2,000	-	-
Field Hockey Fees - Recreation		-			-
Baseball Camp Fees - Recreation		4,000	4,000	4,000	4,000
Basketball Clinic Fees - Recreation		14,000	14,000	14,000	14,000
Dance Program Fees - Recreation	45,000	18,000	18,000	18,000	18,000
Tennis Fees - Recreation	1,000	3,800	3,800	2,800	2,800
Christmas Tree Lighting - Recreation		8,000	8,000	10,000	10,000
Winter Fest Revenue - Recreation	23,000	20,000	20,000	-	-
Haunted Hill Revenue - Recreation	-	15,000	15,000	15,000	15,000
Rentals - Recreation	3,000	16,000	16,000	16,000	16,000
Track and Field Fees		1,200	1,500	1,500	1,500
State Grants - Recreation		-			-
Winter Wonderland Revenue - Recreation		-			-
Transfer from Assigned Fund Balance	48,000	15,500	40,000	13,500	13,500
Misc. Revenue - Recreation	25,000	-			-
Program Revenue		-			-
REVENUES	235,500	188,000	212,800	180,300	180,300

Other Programs Payroll	18,500	25,000	24,000	4,000	4,000
Winterfest Payroll	15,000	8,000	-	-	-
Salaries Summer Camp	68,000	35,000	38,000	45,000	45,000
Archery Program		2,000	-	-	-
Baseball Camp		4,000	5,000	5,000	5,000
Basketball Clinic		14,000	17,000	14,000	14,000
Christmas Tree Lighting		8,500	13,000	12,000	12,000
Conway Tours		-	-	-	-
Dance Program	-	18,000	18,000	24,000	24,000
Field Hockey		2,000	-	-	-
Golf		1,500	500	-	-
Halloween Fun Day		3,500	3,500	3,500	3,500
Misc. Programs		2,000	2,000	2,000	2,000
Monastery Grounds		-	4,000	4,000	4,000
Capital Expenditures	20,000		-	-	-
Movies in the Park		1,000	1,000	1,000	1,000
Music in the Park/Food Truck		8,000	8,500	8,500	8,500
Other Parks Maintenance	15,000	-	-	-	-
Porta Potty		-	5,000	5,000	5,000
Program Expenses	56,000		-	-	-
Spring Festival		5,000	5,500	5,500	5,500
Summer Camp	15,000	20,000	25,000	10,000	10,000
Summer Camp Trips	10,000	15,000	18,000	15,000	15,000
Summer Track Program		1,200	1,200	1,200	1,200
Tennis		3,800	4,700	4,700	4,700
Tucker Field Turf	7,000	-	13,000	13,000	13,000
Volleyball		1,000	-	-	-
Winterfest	11,000	6,500	3,000	-	-
Winter Sports		2,500	2,500	2,500	2,500
Wrestling		500	400	400	400
EXPENDITURES	235,500	188,000	212,800	180,300	180,300

**TOWN OF CUMBERLAND, RI
ADOPTED RECREATION FUND
REVENUE BUDGET
FISCAL YEAR 2024/2025**

as of: 5/13/24

	FY 2020		FY 2023		FY 2024		PROPOSED FY25	
	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE	ADJUSTED BUDGET	ACTUAL REVENUE	MAYOR PROPOSED	COUNCIL ADOPTED
Summer Camp Fee - Recreation	85,000.00	1,104.71	35,000.00	89,427.00	35,000.00	3,950.00		
Tucker Field Misc Revenue - Recreation	-		-			-		-
Winter Sports Fees - Recreation	-		2,500.00	-	2,500.00	-		
Halloween Fun Day - Recreation	-		-			-		-
Summer Camp Trip Fees - Recreation			15,000.00	4,579.00	15,000.00	4,934.00		
Ballfield Rentals - Recreation		12,475.00	13,000.00	24,970.00	13,000.00	19,855.00		
Adult Tennis Fees - Recreation	-	1,190.00	2,000.00	6,535.00	2,000.00	-		
Volleyball Fees - Recreation			1,000.00	1,390.00	1,000.00	1,580.00		
Golf Fees - Recreation			1,500.00	225.00	1,500.00	275.00		
Wrestling Fees - Recreation		300.00	500.00		500.00	-		
Zumba Class Fees - Recreation			-			-		-
Archery Fees - Recreation			2,000.00		2,000.00	-		-
Field Hockey Fees - Recreation			-			-		
Baseball Camp Fees - Recreation		7,674.00	4,000.00	2,660.00	4,000.00	7,365.00		
Basketball Clinic Fees - Recreation		12,515.00	14,000.00	18,410.00	14,000.00	20,715.00		
Dance Program Fees - Recreation	45,000.00	23,549.00	18,000.00	39,784.06	18,000.00	40,394.00		
Tennis Fees - Recreation			3,800.00	4,550.00	3,800.00	1,970.00		
Christmas Tree Lighting - Recreation		7,900.00	7,200.00	8,000.00		8,000.00		
Winter Fest Revenue - Recreation			20,000.00	11,250.00	20,000.00	12,400.00		-
Haunted Hill Revenue - Recreation	15,000.00		15,000.00	-	15,000.00	-		
Rentals - Recreation	16,000.00	21,225.00	16,000.00	19,875.00	16,000.00	17,800.00		
Track and Field Fees		1,160.00	1,200.00	1,015.00	1,500.00	1,709.00		
State Grants - Recreation		6.55				-		
Winter Wonderland Revenue - Recreation						-		
Transfer from Assigned Fund Balance	35,000.00		15,500.00		40,000.00	-		
Misc. Revenue - Recreation		2,050.00	-			-		-
Program Revenue	30,000.00		-			-		
	\$ 233,900.00	\$ 90,449.26	\$ 188,000.00	\$ 224,670.06	\$ 212,800.00	\$ 132,947.00	\$ 180,300.00	\$ 180,300.00

TOWN OF CUMBERLAND, RI
EXPENDITURE BUDGET
FISCAL YEAR 2024/2025
Recreation Fund

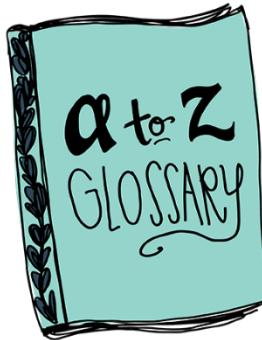
as of: 5/13/24

	FY 2020		FY 2023		FY 2024		PROPOSED FY 2024		
	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	ADJUSTED BUDGET	ACTUAL EXPENDED	DEPT. REQUEST	MAYOR'S PROPOSED	COUNCIL ADOPTED
Other Programs Payroll	25,000.00	13,017.00	25,000.00	14,381.46	24,000.00	28,886.70	4,000.00	4,000.00	4,000.00
Winterfest Payroll	7,500.00	-	8,000.00	220.00	-	-	-	-	-
Salaries Summer Camp	85,000.00	30,148.87	35,000.00	25,406.07	38,000.00	12,498.27	45,000.00	45,000.00	45,000.00
Archery Program	1,200.00		2,000.00	-	-	-	-	-	-
Baseball Camp	4,000.00	1,685.71	4,000.00	9,578.69	5,000.00	7,136.32	5,000.00	5,000.00	5,000.00
Basketball Clinic	2,000.00	12,515.75	14,000.00	13,544.71	17,000.00	20,066.55	14,000.00	14,000.00	14,000.00
Christmas Tree Lighting	7,000.00	6,044.21	8,500.00	10,715.46	13,000.00	3,146.78	12,000.00	12,000.00	12,000.00
Conway Tours					-	-	-	-	-
Dance Program	13,000.00	7,461.20	18,000.00	11,190.44	18,000.00	11,828.44	24,000.00	24,000.00	24,000.00
Field Hockey	1,600.00		2,000.00	-	-	-	-	-	-
Golf	1,000.00		1,500.00	-	500.00	-	-	-	-
Halloween Fun Day	3,200.00	3,134.44	3,500.00	2,609.76	3,500.00	2,018.49	3,500.00	3,500.00	3,500.00
Misc. Programs	1,500.00		2,000.00	-	2,000.00	-	2,000.00	2,000.00	2,000.00
Monastery Grounds	4,000.00		-	805.00	4,000.00	1,672.00	4,000.00	4,000.00	4,000.00
Movies in the Park	1,000.00	700.00	1,000.00		1,000.00	-	1,000.00	1,000.00	1,000.00
Music in the Park/Food Truck	8,000.00	1,350.00	8,000.00	7,521.25	8,500.00	7,242.79	8,500.00	8,500.00	8,500.00
Other Parks Maintenance		7,710.54			-	-	-	-	-
Porta Potty	4,500.00	3,583.00		6,957.50	5,000.00	1,750.00	5,000.00	5,000.00	5,000.00
PWSB Lease Agreement									-
Spring Festival	5,000.00	2,750.00	5,000.00	4,999.08	5,500.00		5,500.00	5,500.00	5,500.00
Summer Camp	20,000.00	350.00	20,000.00	5,326.45	25,000.00	5,795.85	10,000.00	10,000.00	10,000.00
Summer Camp Trips	11,000.00	1,922.72	15,000.00	7,575.53	18,000.00	8,142.42	15,000.00	15,000.00	15,000.00
Summer Track Program	1,100.00		1,200.00	2,108.89	1,200.00		1,200.00	1,200.00	1,200.00
Tennis	3,300.00	2,840.50	3,800.00	4,187.50	4,700.00	4,310.00	4,700.00	4,700.00	4,700.00
Tucker Field Turf	12,000.00	10,650.00			13,000.00		13,000.00	13,000.00	13,000.00
Volleyball	500.00		1,000.00	-	-	-	-	-	-
Winterfest	5,500.00		6,500.00	5,405.96	3,000.00	10,503.00			
Winter Sports	1,500.00		2,500.00		2,500.00				
Wrestling	500.00		500.00		400.00				
TOTALS	\$ 229,900.00	\$ 105,863.94	\$ 188,000.00	\$ 132,533.75	\$ 212,800.00	\$ 124,997.61	\$ 180,300.00	\$ 180,300.00	\$ 180,300.00

Section Fourteen:

Appendix

Glossary



<u>Glossary of Terms from Cumberland's Municipal Budget</u>	
Terminology	Definition
Abatement	The ending, reduction, or lessening of an item.
Adopted Budget	The budget, formally adopted by the Town Council, for the upcoming fiscal year. Also referred to as the Approved Budget or the Final Budget.
Allocate	To divide or distribute a lump sum over multiple accounts or funds.
Amendment	Any change to the revenue and/or expenditure of a previously adopted budget.
American Rescue Plan Act	The American Rescue Plan Act of 2021, also called the COVID-19 Stimulus Package or American Rescue Plan is a \$1.9 trillion economic stimulus bill passed by the United States Congress and signed into law by President Joe Biden to speed up the country's recovery from the economic and health effects of the COVID-19 pandemic.
Appropriation	A sum of money or total of assets devoted to a special purpose, approved by the Town Council
Approved Budget	The budget, formally adopted by the Town Council, for the upcoming fiscal year. Also referred to as the Adopted Budget or the Final Budget.
Audit	An official inspection of an organization's financial accounts, typically by an independent body.

Balanced Budget	A balanced budget is a situation in financial planning or the budgeting process where total expected revenues are equal to total planned spending.
Bond	A written promise to pay a sum of money on a specific date at a specific interest rate. The most common types of bonds are general obligation and revenue bonds.
Bond Rating	A rating from a schedule of grades issued by a bond rating agency indicating the probability of timely repayment of principal and interest on bonds issued by a municipality.
Budget	A financial plan showing all planned expenditures and revenues over the course of the fiscal year. The proposed budget is the plan submitted by the Mayor to the Town Council.
Budget Calendar	The schedule of key dates or milestones the Town follows in the preparation, adoption, and administration of the budget.
Budget Document	The official written statement prepared to present a comprehensive financial program of an organization.
Budget Hearing	The means of public participation by residents in the budgetary process.
Budget Message	A written general discussion by the Mayor to the Town Council and the Town residents included in the proposed budget, describing the government's fiscal and management plan for the upcoming fiscal year
Budgetary Control	The control mechanism used by a government or enterprise to keep expenditures, in accordance with an approved budget, within the limitations of available appropriations and available revenues.
Capital Expenditure	A category of budgetary appropriation that includes expenses related to buildings, machinery, and equipment, and results in additions to a fixed asset inventory.

Capital Project	Projects for the purchase or construction of a capital asset.
CDBG	A federal grant primarily used to facilitate the production and preservation of low- and moderate-income housing, received under Title I of the Housing and Community Development Act of 1974. These funds support public improvements and redevelopment and conservation activities within targeted neighborhoods.
Charter	A Town Charter is a legal document establishing a municipality such as a city or town. The Town Charter documents and defines how the municipality functions and is organized, including establishing the municipality's form of government, its elected and administrative officials, as well as defining functions.
COLA	An upward adjustment in salary levels to offset the adverse effect of inflation on employee compensation.
Collective Bargaining Agreement (CBA)	A legal contract between an employer and local union representing a group of employees of the Town (bargaining unit), which states specific terms such as working hours, salaries, fringe benefits, etc.
Comprehensive Plan	A comprehensive plan is an official public document which is adopted by a local government. The contents of the plan are comprehensive, cover a broad range of topics, and are long range in nature, and help to define community goals and aspirations in terms of community development, in terms of land use, housing, and transportation.
Contingency	An appropriation of funds to cover unforeseen events that may occur throughout the fiscal year.
Current Year	Typically used to reference the current fiscal year.
Debt Service	The payment of principal and interest on borrowed funds such as bonds.
Deficit	The excess of the liabilities of a fund over its assets.
Delinquent Taxes	Taxes remaining unpaid on or after the date on which a penalty for nonpayment is incurred.

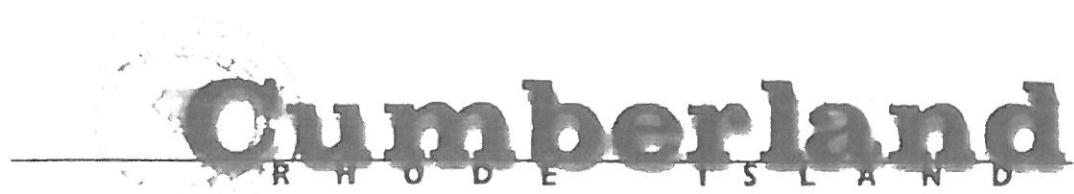
Department	A major work unit or functional unit having related activities aimed at accomplishing a major service or regulatory program for which the Town is responsible.
Encumbrance	An amount of money committed and obligated for the payment of goods and services not yet received or paid for, usually supported by an outstanding purchase order.
Enterprise Fund	Activities of government that are operated and accounted for as businesses. Enterprises rely principally on revenue derived from user fees to fund operations.
Expenditure	Decrease in net financial resources to purchase or pay for a service or item. Expenditures include operating expenses, capital expenditures, and debt service payments that require current or future use of current assets.
Fiscal Year	The twelve-month period of the budgetary year. The fiscal year for the Town's operating budget begins on July 1st and ends the following June 30th.
Fixed Asset	Assets of a long term character that are intended to continue to be held or used, such as land, buildings, machinery, equipment, and improvements.
Fringe Benefits	Job related benefits provided for employees as a part of their total compensation, such as employer's portion of FICA taxes, social security, retirement, and group health and life insurance.
Fund	An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.
Fund Balance	The difference between the assets and liabilities of a governmental fund and is the cumulative difference between all revenues and expenditures.

Full Time Equivalent (FTE)	An employment indicator that translates the total number of hours worked in a year by all employees to an equivalent number of work years, equaling one Full Time Equivalent (FTE) employee on hand.
GASB	Organized in 1984 by the Financial Accounting Foundation, the Board was created to establish standards of financial accounting and reporting for state and local governmental entities. Its standards guide the preparation of external financial reports of those entities.
General Fund	The primary operating fund which accounts for all revenues and expenditures that are not accounted for in specific purpose funds. It finances the regular day to day operations of the Town.
General Obligation Bonds	Bonds sold by the Town to private investors to provide long-term financing for capital project needs. The Town pledges its full faith and credit to the repayment of these bonds.
Goal	the object of a person or organization's ambition or effort; an aim or desired result.
Governmental Fund	A generic classification used by the GASB to refer to all funds other than proprietary and fiduciary funds. The general fund, special revenue funds, capital projects funds and debt service funds are the types of funds referred to as governmental funds.
Grant	An amount provided by a governmental unit or other type of organization in aid or support of a particular governmental function or program, or to be used/expended for a specific purpose, activity, or facility.
IPBO	International Brotherhood of Police Officers; all sworn officers in Cumberland are members of the bargaining unit exclusive of the Chief and Deputy Chief.
Impact Fee	A fee imposed on new development as a total or partial reimbursement for the cost of expanded and/or additional services and/or facilities made necessary by the growth due to the new development.

Liability	A financial debt or obligation incurred during the course of business operations.
Line Item	The classification of objects of expenditures (object codes) by major expense category.
MERS	The Town participates in the State administered Municipal Employees Retirement System (MERS).
Miscellaneous Revenue	A general category for revenue not otherwise specified under other identified categories of revenue.
Motor Vehicle Excise Tax	A tax on the privilege of registration and is based on the number of days the motor vehicle, motorcycle, commercial truck, or trailer was registered during the preceding calendar year. Motor vehicles are taxed in arrears and prorated to the actual number of days the vehicle is registered. All motor vehicle and trailer registration information is provided to the Town by the Rhode Island Department of Motor Vehicles (RIDMV).
Municipality	A city or town or other district possessing corporate existence and usually its own local government.
Operating Budget	The Town's annual financial plan of the operating expenditures of the general fund, enterprise funds, as well as the proposed means of financing them. This document is the primary tool by which most of the financing, acquisition, spending, and service delivery activities of a government are planned and controlled.
Ordinance	A formal legislative enactment by the Town Council that has the full force and effect of law within the boundaries of the Town.
Payment in Lieu of Taxes	A program where the Town annually collects payments from organizations that own tax-exempt or tax modified properties.
Proposed Budget	The budget formally submitted by the Mayor to the Town Council for consideration. Proposed budget documents

	are also available to the public and are posted on the Town's website.
Proprietary Funds	Funds used to account for a government's ongoing organization and activities that are similar to those found in the private sector. There are two types of proprietary funds: enterprise funds and internal service funds.
Public Hearing	A type of public meeting, where members of the public hear the facts about a planned project, local issue, or government action, and where members of the public can provide testimony recorded for public record about said topic.
Real Property	Any property that is attached directly to land, as well as the land itself.
Resolution	An order of a legislative body requiring less legal formality than an ordinance or statute.
Reserve	A supply of a commodity not needed for immediate use, but available if required.
Revenue	The yield from various sources of income, such as taxes, that the Town collects and receives into the treasury for public use.
Special Revenue Fund	Fund(s) used to account for the revenue derived from specific sources that are restricted by law or policy to finance specific activities.
Tax Base	Taxable property value from which the Town receives tax dollars.
Tax Levy	A property tax, or millage tax, is a levy on property that the owner is required to pay. The tax is levied by the governing authority (the Town Council) of the jurisdiction (the Town) in which the property is located, using the revenue to fund programs and services. The municipality sets a percentage rate for imposing taxes, called a tax levy rate, which is then calculated against the assessed

	value of each resident's taxable property, determining the dollar amount of taxes owed by the property owner.
Town Charter	A Town Charter is a legal document establishing a municipality such as a city or town. The Town Charter documents and defines how the municipality functions and is organized, including establishing the municipality's form of government, its elected and administrative officials, as well as defining functions.
Town Council	An elected governing body in a city or town. Cumberland has seven members, including two at-large.
Unassigned Fund Balance	The general fund, as the principal operating fund of the government, often will have net resources in excess of what can properly be classified in one of the four fund balance categories. If so, that surplus is presented as unassigned fund balance.
User Fees	Revenue derived from charging fees for direct receipt of a public service by the party benefiting from the service.
Valuation	The dollar value of property assigned by the Tax Assessor.



Memorandum

To: All Department Heads
From: Jason Parmelee, Finance Director
Date: 8/22/17
Re: Accounts Payable Process

All, as of this week, the Mayor will be approving all invoices prior to Accounts Payable cutting checks for those items. This changes our procedures a bit, as all control sheets and invoices will be supplied to the Mayor's office before being routed to Finance to issue checks.

One of the largest concerns we have in the Finance Department related to this is the timeliness of receiving the invoices to make prompt payments. If we add a new layer to the approval process, it will only prolong the time it takes for checks to get out. This is why we are requesting that department control sheets and invoices are prepared and submitted to the Mayor's office WEEKLY. I would suggest the easiest times for this batching of invoices being the first thing on a Monday, or the last thing on a Friday. The longer invoices are held, the longer it will take the Mayor to review and provide to Finance for payment.

Another discussion topic will be the results of the Mayor's review after this process is in place. We expect the Mayor to question items that he hasn't seen before, so please help make this new step as easy as it can be for the Mayor and us in Finance.

Sincerely,

A handwritten signature in black ink that reads "Jason Parmelee".

Jason Parmelee,
Finance Director

FINANCE GUIDE TO CASH HANDLING – Updated 10/27/20

It is the goal of the Cumberland Finance Department that all monies received by the Town be promptly submitted to the Finance Department for deposit or promptly deposited into a Town depository bank account.

TIMELY DEPOSITS

- Town Hall Departments should submit all cash and checks to the Finance department on at least a weekly basis. Deposits may be made more often if deemed necessary.
- All offsite departments should submit all cash and checks to the Finance Department on a weekly basis. Any cash amounts over \$2000 should be made next day.

RECORDING OF CASH RECEIPT TRANSACTIONS

- Departments should promptly record cash receipt transactions on a department log. All cash transactions above \$3000 should be verified and initialed by a second employee.
- A receipt log should be used to document over-the counter collections and cash received through the mail. The use of mechanical receipting devices such as cash registers or computer software, which accomplish the same purpose as a manual pre-numbered remittance advice, is acceptable.
- Cash should be maintained in a safe or other locked storage device until deposited. Frequent cash drops from a register to a safe should be made in order to avoid a large amount of cash in the public's view. All amounts over \$1000 in cash (\$5000 for Collections Department) should be transferred as soon as possible to a safe.
- A completed Deposit Form and a copy of all logs and/or receipts should be transmitted to the Finance Department along with the deposit. Departments should keep a copy of the Deposit Form.
- For offsite departments dropping off deposits, a Finance employee should verify the deposit amount and sign off on the Deposit Form and the submitting department's copy of the Form before the employee leaves the Finance department.

COUNTERFEIT CURRENCY

- All authorized cash handling personnel are responsible for exercising reasonable care in screening cash transactions for counterfeit currency. Use counterfeit detecting pens on all \$50 and \$100 bills.

- If a questionable bill is presented, hand the bill back to the individual and tell them that you are unable to accept the bill based on our policy. (The whole idea is to be non-confrontational for the protection of our personnel.)
- Remember, we are not the police. We have no duty or desire to enforce laws pertaining to counterfeit currency. We simply want to collect monies owed, while also protecting our employees.
- For more information about recognizing counterfeit currency, please visit
<https://www.moneyfactory.gov/resources/lawsandregulations.html>

PROCEDURE OF CHECK RECEIPTS

- All checks should be made payable to the “Town of Cumberland” unless they are paying a separate billing system, for example - Cumberland Water, Sewer, or OCYL.
- Do not accept stale-dated (over 180 days/6 months unless otherwise specified on the check) or post-dated checks.
- Do not accept foreign checks.
- Written amount and numerical amount should agree. If the check is presented and there is a conflict between the “written amount” and the “numeric amount”, **the written amount is considered the legal and controlling value**. If that value does not satisfy the payment of the transaction intended, the original check owner should be notified of the balance remaining.
- All checks presented in person should have an address and phone # listed on the check.
- All checks must have the payer’s signature.
- Before deposit, all checks should be stamped with restrictive endorsement “For deposit only, Town of Cumberland”
- **Under no circumstances should any employee alter any check.** Any modifications to a check can only be made by the account owner.

DEPARTMENT LOG

- All checks/cash should be listed on the department’s receipt log. (Deposit Forms can be used as a receipt log) In the case of a separate log for each program run by the department the log should include the participant name, a contact # for the participant, the check # if paid by check and the amount received.
- All receipt logs should include the date of receipts, the total cash, the total checks, and the grand total of the deposit. All logs should identify the revenue line item that should be credited. If it is a new revenue source, please contact the Finance Department for the account coding. The preparer of the deposit should initial the log when submitting the receipts to the Finance Department.

DEPOSIT POLICY

- At day's end or as expeditiously as possible receipts should be balanced to the log or automated system report and sent to the Finance Department for deposit. The Tax Collection department prepares their own deposits and gives the deposit batch reports along with a copy of the deposit slip including the batch name, the employee's initials and the initials of a "proofing" employee if time permits for "proofing", to the Finance Department.
- The safe in the Finance department containing all deposits should **always remain closed and locked when not in use.**
- Deposits are picked up twice a week by Loomis, the Town's cash handling company, and deposited in the proper bank depository account. The Water department directly deposits funds to the Town bank depository account. They should submit detailed supporting documentation to the Finance department monthly.
- During transport of monies, prudent measures shall be taken to assure that funds are adequately safeguarded.
- **Under no circumstances should disbursements be made from cash receipts.** Cash receipts should be accounted for in detail and reconciled against the corresponding source journal. No checks are to be cashed from the cash receipt currency originally collected. Refunds of cash for checks are not permissible. Such refunds or returns must be processed through the town's cash disbursement system with normal disbursement oversight and control.

GUIDELINES IN THE EVENT OF A ROBBERY

- **The following guidelines are provided to help ensure staff safety and minimize loss to the Town. Unnecessary risks should never be taken.**
- **Cooperate with the robber. Avoid any confrontation and facilitate a rapid departure.**
- **Stay as calm as possible. Take no risks. Try not to panic or show any signs of anger or confusion.**
- Make a mental note of any descriptive features or distinguishing marks on the robber, such as his/her clothing, hair, eye color, scars, tattoos, etc. Touch nothing in the areas where robbers were and note specific objects touched by robbers.
- If it is safe to observe, the direction the robber took should be determined. If possible, observe color and make of vehicle and plate # of vehicle leaving the scene.
- Call 911 to alert Cumberland Police as soon as it is safe.
- **The robbery should not be discussed with anyone until the Police arrive.**
- The employees should remain calm and try to remember the details. **Each employee should write the details down while waiting for Police.**

I acknowledge that I have read this cash handling document:

Signature: _____

Printed Name: _____

Date: _____



Cumberland

R H O D E I S L A N D

Memorandum

To: William S. Murray, Mayor
Cc: Department Heads
From: Brian Silvia *BS*
Date: 7/1/2016
Re: EMPLOYEE REIMBURSEMENT POLICY

- Purpose:** It is the purpose of this policy to provide the Mayor's directive to Department Heads regarding what employee expenses are reimbursable, under what circumstances and the procedures to request such reimbursement.
- Scope:** This policy shall be followed by all union and non-union employees of the Town of Cumberland or any other individuals doing work for the Town that may seek reimbursement.

1.0 Guidelines

- 1.1 Any employee that plans to purchase anything for Town use where the total reimbursement is less than \$250.00, should receive a verbal or written authorization from their Department Head before incurring the expense.
- 1.2 Employees and/or Department Heads requesting or authorizing over \$250.00 should first get authorization in writing from the Mayor.

2.0 Allowed Reimbursable Expenses

- 2.1 Generally, allowed reimbursable expenses are those that employees must incur as a result of completing their normally assigned duties and responsibilities for the Town, including conferences, meetings and seminars, and shall be conducted in the most reasonable, cost-efficient manner possible.
- 2.2 Such expenses may include meeting refreshments, postage, copying, auto mileage, conference registration fees, airplane tickets, food and beverages while at professional meetings, parking charges, tolls, valet services, customary tips, taxi charges, rental cars, internet connection fees or similar incidental expenses or miscellaneous departmental expenses.
- 2.3 Reimbursements should be made only for charges reasonably needed for the conduct of Town business and not for the purpose of personal convenience.

- 2.4 All purchases made in which employees and/or Department Heads seek reimbursement from the Town must follow the purchasing guidelines of the Town.
- 2.5 Liquor is not a reimbursable expense under any circumstances.

3.0 Procedures to Request Reimbursement

- 3.1 An original itemized receipt, invoice or bill is required.
- 3.2 The invoice or receipt must state a minimum of the following:
 - The provider of the service or goods
 - Dates of service and / or invoice date
 - Itemized list of what was purchased
 - Itemized amount of what is owed
 - Written authorization by the necessary department head
 - Written authorization by the Finance Director or his or her designee
- 3.3 It is recognized that in rare circumstances it may not always be possible to obtain such a receipt, e.g., a "fastlane" toll. In that case, the timing, reasonableness and setting of the requested reimbursement will be considered.
- 3.4 Reimbursements which are not validated with a receipt will be paid only if deemed reasonable and authorized by both the Mayor and Finance Director.
- 3.5 If it is not clear from the receipt / invoice documentation who actually paid the bill, then additional documentation, such as a charge card statement, will be required.
- 3.6 When a credit card payment is being reimbursed:
 - If the receipt displays the last 4 digits of the card used, then a legible copy of the credit card showing the name and matching 4 digits is required;
 - If the receipt does not display the credit card number, then submit a copy of the credit card statement showing the charge to be reimbursed.
- 3.7 The Town can only reimburse the individual that can be proven to have actually incurred the expense, i.e., the individual associated with the charge card used.
- 3.8 The Town cannot legally, and will not, reimburse or pay sales tax. It can, however, pay meals and hotel/motel excise taxes.
- 3.9 Reimbursement requests shall be made via a timely submitted signed voucher form that contains:
 - Authorized signature (dept. head or majority of the related board)
 - Department to be charged
 - Vendor & Vendor number to be paid
 - Invoice date, Invoice number and Due Date
 - Appropriate Accounts & Amounts to charge
 - Description field completed for each line item
- 3.10 Conference and seminar attendees are strongly encouraged to pay their fees in advance in order to obtain any early registration discounts and to allow time to have the cost paid directly via the Town's regular accounts payable process.

- 3.11 Employees are required to submit claims for reimbursement within 60 days from the end of the month in which the claimed expense were incurred. This requirement is in accordance with IRS Publication 15 (Circular E) – Accountable Plans. Failure to submit claims within 60 days will result in the reimbursement treated if authorized as taxable income.
- 3.12 Non-itemized receipts will be reimbursed at the maximum allowable amount of \$25 by the IRS, if authorized.
- 3.13 Allow 7 to 10 business days for payment.
- 3.14 Reimbursements for gratuities shall not exceed 20%.
- 3.15 Expenses that are not business related or are deemed inappropriate by a department head or the Finance Director or his or her designee will be disallowed.

**TOWN OF CUMBERLAND, R.I.
EMPLOYEE REIMBURSEMENT FORM**

Vendor Code #:

Vendor Signature:

Department Head Authorization:

orization:

Payment Method:

Authorization Date:

Mayor Authorization (as needed):

Payment Method:

Authorization Date:

Mayor Authorization (as needed):

An original itemized receipt, invoice or bill is required.



**INFORMATIONAL GUIDE AND CHECK LIST
FOR
TOWN OF CUMBERLAND
RFP/PROPOSAL/BID PROCESS**

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 - Sample: **AFFIDAVIT OF PUBLICATION**
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CUMBERLAND TOWN COUNCIL MEETING DATES & AGENDA DEADLINE

- *Section. 2-158-Town Council Approval of Certain Purchases*

ACCOUNTING DUTIES OF THE GRANT MANAGER

TOWN OF CUMBERLAND **RFP/PROPOSAL/BID PROCESS INFORMATION**

An item or purchase \$5,000 or greater is requested to go out to bid. Prior to going out to bid you must check the Rhode Island State Bid List at www.purchasing.ri.gov then go to the [Master Purchase Agreement Link](#).

1. The Department Head is required to complete the top portion of the RFP checklist and submit to Finance. It must indicate how the purchase will be funded. If the purchase will be funded with an approved Grant- Finance will need the grant G/L Account Number and a copy of the Grant to ensure the purchase is within established Grant guidelines. If this is not a grant-Finance will need the G/L Account Number where the funds will come from for this purchase.
2. The Department Head should have a completed RFP/ Bid Proposal (Specifications) approved by Finance and ready for distribution on the day the Legal Ad is published. Please allow 5 days for the Finance Director to review. [Request RFP Template](#)
3. Finance will issue a Bid Number for the RFP and a Legal Ad with issued Bid # must be placed or published in at least one or both publications listed below.
Finance can provide templates or Sample Legal Ads, if needed.

There are two (2) options for publishing ADS: [Request Sample Legal Ads](#)

When submitting bid ad to newspaper you must copy the Finance Subcommittee Chairperson.

Option #1: Providence Journal Legal Ads-must give them a 2-5 day lead time. They will publish Monday-Friday and Saturday and Sunday (weekend prices are higher). A typical Ad will costs between \$500-800 depending on the length of the Legal Ad. Space availability is sometimes a factor. Finance will need a 3-5 day lead time to approve.

Contact: (401)-277-7788 or (401)-277-8257
E-mail : legals@providencejournal.com

Option #2: Valley Breeze--Publishes Legal Ads every Thursday-All Legal Ads are due by Monday at 12:15 pm for publication on Thursday. Therefore they should be given to Finance for approval no later than the Thursday before.

Contact: (401) 334-9555
E-Mail: info@valleybreeze.com

- When the Legal Ad is published an email confirmation or Affidavit will typically come from the publisher- if not contact them for this. Confirmation and a copy of the original Legal Ad should be filed with the RFP. [Request Sample-Affidavit or e-mail confirmation](#).
4. If there is a **Pre-Bid or Site Visit** (Mandatory or Non) associated with this Bid there should be a 2-week deadline to allow sufficient time for companies/vendors to attend Pre-Bid and submit a Proposal.
If there is no Pre-Bid-the Bid Open date is typically 7-10 days after the Legal Ad is published.

5. When the Legal AD is forwarded-- the Department Head must contact the Town Clerk's Office to reserve the Town Hall Chambers for the Bid Open. Must confirm Date & Time.
6. All Town Bids must be posted on Town of Cumberland Website:
www.cumberlandri.org Request for Proposal Page in Finance
Finance will distribute RFP's and will keep a log of requests. [Request Sample Bid Specs](#)
7. If there are any additions/deletions or additional information added to the RFP after the Ad is published and RFP specs were distributed this information must be forwarded as **Addenda** to all known bidders that have requested RFP/Bid Specs and be posted to the Town's RFP Finance page. Please note in your specs that the bidders should check the Town's website for any changes/ addenda and that the Town will post all addenda to the website and will not be responsible to get the information to the vendors.
8. All Bids should be sealed and delivered clearly marked with the Bid Title to the Finance Department before the scheduled Bid opening time. Finance will bring the bids up to Town Hall Chambers or advertised site for the Bid open to begin.
9. All bids will be publically opened and read aloud in Town Hall Chambers. All Bidders in Attendance will Sign-In--Finance and Department Head will certify all Bids Read. [See Sample-Sign-in sheet and Bid Open sheet.](#)
10. After the Bids are reviewed the Department Head should complete an ["Award Recommendation to Finance" Form](#). For professional services the Department head meets with the Professional Services Selection Committee and includes:
The recommended vendor based on the lowest bid or if not the lowest bidder then an explanation of why the vendor was chosen.
11. This should be forwarded to Finance after the award of the purchase has been determined.
[See Sample "Award Recommendation to Finance"](#)
12. **Routing Sheet** See Sample should be initiated and steps followed by the Department Head when award has been determined. This will be mandatory for the legislation to be approved by the Cumberland Town Council.

II. RFP-PROPOSAL DEPARTMENT -INFORMATION-CHECKLIST

- **Name of RFP:** _____
 - **Department:** _____
 - **Department Contact:** _____
 - **Other Contacts:** _____
 - **Tel #/Email:** _____
 - **Draft Of RFP** _____ Yes No
 - **Please Indicate Budget Line Item #** _____
 - **Is this a Grant?** _____ Yes No
 - **If Yes, Name and Copy of Grant Must be Attached To Proposed RFP.**
 - _____
 - **Does this require Matched-Funding?** Yes No
 - **Does the Grant comply with Grant Guidelines?** Yes No
 - **If Not a Grant where are the Proposed Funds/ Funding Source coming from?**
 - **G/L #** _____
 - **RFP for Years** _____ **Year of Expiration** _____
- Please indicate Tentative Town Council Date for this purchase to appear before the Town Council for Approval: _____
(typically 7-10 days prior to Town Council Meeting)
-

PLEASE SEE CHECKLIST BELOW

- Call Finance to indicate a Purchase (\$5,000+) is requested and an RFP/BID/PROPOSAL must be initiated and advertised.
- Finance will issue a Bid # _____
- Set-up a Bid Open Time & Date : _____
- If a PRE-BID Meeting or Site Visit is Required Please allow 2-weeks from Legal AD published date to allow adequate time for Bidders to Prepare Proposals. Please provide Pre-Bid Meeting Date _____
- Reserve Town Council Chambers for Bid Opening-Call Town Clerk's Office X-138
- All Bid Openings should be Scheduled on Thursdays and Fridays. Typically 7-10 days from Legal Advertisement to allow sufficient time.

- Publish LEGAL-AD: FINANCE can provide TEMPLATES of Legal AD
 - PROJO- legalads@projo.com (401) 277-7788
 - VALLEY BREEZE-info@valleybreeze.com (401) 334-9555
- SEND Copy of LEGAL AD to FINANCE
- SEND Copy of LEGAL AD to FINANCE Subcommittee Chairperson
- Receive Email Confirmation or Affidavit of Publication from Newspaper.
- SEND FINAL RFP Copy to FINANCE for approval by Accounting Supervisor And Distribution. (This should be ready for Distribution the day the Legal Ad Appears)
- If **Drawings or Illustrations** are necessary please forward to Finance with RFP.
- CHANGES or AMENDMENTS** to BID SPECS will require an **ADDENDA**-forwarded to all Bidders requesting Bid Specs.
- BID OPEN DATE**--FINANCE and DEPARTMENT CONTACT will open Bids- publicly -read aloud - and CERTIFY by signing Bid Open Sheet. Finance will provide an **RFP AWARD RECOMMENDATION TO FINANCE FORM** after all BIDS are opened which should be completed and forwarded to FINANCE after an award has been granted.
- After all BIDS are opened** Finance will provide a **ROUTING SHEET** to complete for Town Council Approval.
- Finance will forward CERTIFIED BID SHEET and forward copies to DEPARTMENT.
- DEPARTMENT HEAD meets with the Selection Committee and completes the following:
 - VENDOR RECOMMENDED _____
 - LOWEST BIDDER _____
 - If not LOWEST BIDDER MEMO to Finance with Explanation.
 - Send DRAFT RESOLUTION of BID AWARD to Town Solicitor and Finance Director.
- DEPARTMENT HEAD must provide all documentation eight (8) business days prior to Town Council Meeting for purchase approval.
- TOWN CLERK assigns a **RESOLUTION #** and notifies Finance and Solicitor's Office.

- After **FINAL RESOLUTION IS SUBMITTED TO** Town Clerk the Routing Sheet is signed and Fiscal Note attached.-Solicitor –Finance Director-Mayor must all sign and approve.
- Once Purchase is **AWARDED:**
 - Complete a PURCHASE ORDER REQUISITION (attached AWARD LETTER)
 - Order from Approved Vendor with PO # you received: (you will receive three (3) copies-Department-Vendor and Receipt).
 - Once goods or services are received RETURN the PO RECEIPT SIGN and return to Finance.
 - Place PO # on the invoice submittal form to signify to ACCOUNTS PAYABLE that there is an existing Purchase Order.

REQUEST FOR PROPOSAL

TOWN OF CUMBERLAND **TITLE OF SERVICE PRODUCT BID**

PROPOSAL # _____

Notice is hereby given that the **TOWN OF CUMBERLAND, RHODE ISLAND** will accept **PROPOSALS** for the _____.

Sealed proposals for this project will be received at the Town of Cumberland Finance Department, Town Hall, 45 Broad Street, Cumberland, RI 02864, until DATE at TIME and then publicly opened and read aloud in Town Hall Chambers. Please include five (5) copies of your proposal.

Contract Documents may be obtained at the Town Finance Department or viewed at the List Department, Town Hall, Cumberland, Rhode Island during normal working hours.

A Mandatory Pre-Proposal Conference will be held at the office of the _____ -Cumberland Town Hall, 45 Broad Street, Cumberland, Rhode Island on DATE at TIME.

The Contract will be awarded to most qualified proposer. The Town of Cumberland reserves the right to accept or reject, without prejudice, any and all bids to waive any irregularities therein, or to accept the proposal deemed to be in the best interest of the Town of Cumberland. The Town of Cumberland does not discriminate on the basis of age, race, religion, national origin, color or disability in accordance with applicable laws and regulations.

Individuals requesting interpreter service for the hearing impaired or other individuals requiring special accommodations must notify the Finance Department 72 hours in advance of this scheduled opening.

If you have any questions, please do not hesitate to contact Designated Finance Name at (401)-728-2400 x ____ or NAME in Department at (401)- ____ - ____ x ____.

Town of Cumberland- Finance Director
Name Of Finance Director

AWARD RECOMMENDATION TO FINANCE

BID Name: _____

Department: _____

BID #: _____

Bid Open Date: _____

AWARDED To: _____

BID AMOUNT: _____

Was this the Lowest Bidder? Yes No

- If no please provide a MEMO to Finance Director with explanation
-

Town Council Date for AWARD to appear on Agenda

Financial Documentation required for Town Council and Routing Sheet:

- Copy of Original RFP/Bid Proposal
- Copy of Original Legal AD
- Affidavit of Publication or E-Mail Confirmation of Legal Ad.
- Copy of Bid/Proposal from Awarded Firm.
- Certified BID OPEN SHEET with all Listed Bidders
- W-9 (Please forward to awarded vendor for completion.) and return to Finance.
- Grant Copy, if applicable
- Fiscal Note, if required
- Copy of CHECKLIST

Signature of Department and Date: _____

For Professional Service Selection Committee please sign:

Signature of Finance Director and Date _____

Signature of Public Works and Date _____

Signature of Planning Director and Date _____

<u>Bid #</u>	<u>Bid Description</u>	<u>Department</u>	<u>Date/Time</u>	<u>Public/Pre-Bid Specs</u>
2017-0216-01	Consultant Services for Design, Bidding Assistance and Construction Phase Services of Two New Well Sites to include Two New Groundwater Wells, Pumping Station and Water Mains for each Site	Water/Chris Champi	2/16/2017 11:00 a.m.	2/2/17 11:00am Town Council Chambers Mandatory



**TOWN OF CUMBERLAND
ROUTING SHEET FOR LEGISLATION TO APPEAR BEFORE
CUMBERLAND TOWN COUNCIL**

Ordinance Resolution : _____

Author of Ordinance/ Resolution _____

Department: _____

- (1) This Legislation has been approved, and the language is acceptable for publication by _____ of the Town Solicitor's Office.

Print Name

Signed: _____ Date and Time: _____
Town Solicitor

Please send an electronic copy of this legislation to -Legal Assistant-Solicitor's Office when complete: cbeauparlant@cumberlandri.org and sgiovanelli@cumberlandri.org

- (2) This Legislation and all attached information specifically all proposed Funding Sources have been Approved by _____ of the Town Finance Department-

Print Name

Certifying all Fiscal Notes and other Financial Documentation has been attached.

Check if no Fiscal Note is required

Signed: _____ Date and Time: _____
Finance Department Approval

- (3) This Legislation has been approved by _____ of the Mayor's Office.

Print Name

*Signed: _____ Date and Time: _____
Mayor Jeffrey Mutter

- (4) This Legislation has been reviewed and accepted for placement on the Town Council Agenda for the meeting to be held on _____ by _____ of the Town Clerk's Office. This Authorization confirms that all copies of the necessary Documentation have been attached and signed for by the designated Department and have been received prior to the 3:30 pm deadline.

The Town Clerk's Office will issue a Legislation number.

Signed: _____ Date and Time: _____
Town Clerk Approval

This routing sheet must be completed in the order detailed above to ensure complete and timely acceptance for the next scheduled Town Council Meeting. *Should a given piece of legislation prove to be extremely time sensitive the Mayor's signature and only the Mayor's signature below authorizes said legislation to be exempt from the necessary route described above. Jeffrey Mutter -Mayor

Accounting Duties Grant Managers

The Town of Cumberland has various Federal and State grants. These grants are administered by a Grant Manager, appointed by the department which applied for the grant. The Grant Manager must be knowledgeable about the purpose of funds requested, and about the type of funds such as police, planning, or substance abuse.

Funding Applications:

The appointed individuals (Grant Managers) are responsible for writing the grant funding applications. The Grant Managers are responsible to complete all applications within specified time periods. Each grant is specifically written for the purpose of the application. These applications may include the Town's course of action for the requested funding, determination of which sub-recipient programs will receive funding, and which capital purchases are to be made from the requested funds. Each department will have a different set of forms for the application of grant funds. The Grant Managers are responsible for providing the Finance Department with copies of the grant awards. The Finance Department will assign fund numbers to the grants, and provide those fund numbers to the Grant Managers for future expenditure/receipt posting/coding.

Receipt of Funding:

Some grants operate on a reimbursable basis. For these grants, Grant Managers are responsible for gathering information to file reimbursement requests. This information usually includes documentation of the expenditures paid by the Town, which are covered by the reimbursement request. Additionally, statistical and trend data may need to be provided in order for reimbursement requests to be processed. Grant Managers should send copies of the reimbursement requests to the Finance Department in order for them to properly categorize the revenues as received.

Some grants funds are disbursed by the Federal/State Governments prior to the Town's expenditures of the funds. The Town receives this funding prior to disbursing any funds on the grant's behalf. The Grant Managers are responsible for providing the Finance Department with copies of the grant awards to ensure posting to the proper funds.

Some grants receive monthly payments regardless of whether expenditures are made. These monthly payments in total should correspond to the grant awards. If there are differences in payments, Grant Managers should review the reason for the differences and provide them to the Finance Department for grants record keeping.

Expenditure of Grant funds:

Grant Managers are responsible for reviewing all submitted expenditures. For sub-recipients, grant disbursements should be made only after the sub-recipients' services have been performed. Packing slips/delivery documentation must accompany invoices for capital purchases. For employee payroll reimbursable grants, Grant Managers must review all timesheet documentation to ensure expenditures are for allowable hours only. All grant expenditures should be within grant compliance requirements. Grant Managers are responsible to have the knowledge and expertise to know if the expenditures are appropriate. Any expenditures that do not fall within the grant guidelines should be investigated by Grant Managers. After investigation, Grant Managers should report back to the Finance Department on what course of action should take place. After review of invoices, requests from sub-recipients, and timesheet hours, Grant Managers code them to the fund numbers assigned to the grants by the Finance Department. This ensures that the Finance Department will charge the expenditures to the proper funds and that timely request for payments from the awarding agencies will be made. This process also helps the Finance Department to monitor grants.

Reporting Process:

Grant Managers are responsible to file quarterly reports for most Federal grants. These reports include financial information on the grants, such as items purchased, disbursements made to sub-recipients, and allowable hours charged to grant funds. These quarterly reports include all expenditures by budget line item, and are helpful in monitoring the performance of the grants. Grant Managers are responsible for preparing the reports. The preparation may be statistical data accumulation, capital equipment purchases list, employee time charges, and payments to subrecipients. When grants have been completed, Grant Managers are responsible for filing the final grant report in cases where this is necessary.

Various Other Responsibilities:

Grant Managers are responsible for monitoring all transactions within Federal and State compliance requirements. For Federal grants, a working knowledge of the A-133 compliance supplement is required. This details which expenditures are allowable for Federal grants. Grant Managers need to be up to date on Town trends in order to understand future grant applications. Grant Managers should have adequate record retention procedures, such as copies of awards, reimbursements, employee timesheet hours, and capital invoices to ensure proper coding of grant transactions.

DEPARTMENT

DATE

THE FOLLOWING INVOICES ARE SUBMITTED FOR PAYMENT TO THE FINANCE DEPT:

VENDOR	INVOICE DATE	INVOICE #	PO# (if applicable)	AMOUNT
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				
26				
27				
28				
29				
			TOTAL	\$ -