

FIFTEENTH
ANNUAL REPORT
of the
BUDGET OFFICER

of the
CITY OF PROVIDENCE
RHODE ISLAND

For the Fiscal Year Ended
September 30, 1958



January 15, 1959

To The Honorable Walter H. Reynolds, Mayor
and the Honorable, The City Council

In compliance with City Ordinance, I have
the honor to submit herewith, the Report of the
Budget Officer for the Fiscal Year 1957-1958.

Respectfully,

Thomas P. Moran

Thomas P. Moran
Budget Officer

IN CITY COUNCIL

JAN 15 1959

READ:

WHEREUPON IT IS ORDERED THAT
THE SAME BE RECEIVED.

D. Everett Whelan
CLERK

T A B L E
OF
C O N T E N T S

- SCHEDULE I: SUMMARY OF RECEIPTS - ESTIMATED and ACTUAL FOR FISCAL YEAR ENDED SEPTEMBER 30, 1958.
- SCHEDULE II: RECEIPTS - ESTIMATED and ACTUAL FOR FISCAL YEAR ENDED SEPTEMBER 30, 1958.
- SCHEDULE III: SUMMARY OF APPROPRIATIONS, EXPENDITURES and UNENCUMBERED BALANCES OF APPROPRIATIONS FOR FISCAL YEAR ENDED SEPTEMBER 30, 1958.
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- SCHEDULE V: RECEIPTS FOR FISCAL YEARS ENDED SEPTEMBER 30, 1957 and SEPTEMBER 30, 1958.
- SCHEDULE VI: EXPENDITURES FOR FISCAL YEARS ENDED SEPTEMBER 30, 1957 and SEPTEMBER 30, 1958.
- SCHEDULE VII: ANALYSIS OF BUDGETARY EXPENDITURES BY OBJECT CODE

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SCHEDULE I

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SUMMARY of RECEIPTS - ESTIMATED and ACTUAL
FOR FISCAL YEAR ENDED SEPTEMBER 30, 1958

	<u>Receipts as Estimated in Budget</u>	<u>Estimated Receipts after Revisions</u>	<u>Actual Receipts</u>	<u>Excess of Revised Estimated Over Actual</u>	<u>Deficiency of Revised Estimated Over Actual</u>
PROPERTY TAXES	\$ 24,700,600.00	\$ 24,700,600.00	\$ 24,405,221.00	\$ 295,379.00	\$ ---
STATE SHARED TAXES	2,287,000.00	2,287,000.00	2,175,519.08	111,480.92	---
BUSINESS and NON-BUSINESS LICENSES	509,550.00	509,550.00	498,870.93	10,679.07	---
SPECIAL ASSESSMENTS	227,100.00	227,100.00	197,913.28	29,186.72	---
FINES, FORFEITS and ESCHEATS	177,000.00	177,000.00	164,102.00	12,898.00	---
GRANTS-in-AID (State of R.I.)	1,787,257.00	1,913,257.00	1,975,569.84	---	62,312.84
DONATIONS	31,275.00	31,275.00	19,516.16	11,758.84	---
RENTS and INTEREST	258,500.00	258,500.00	265,001.35	---	6,501.35
GENERAL DEPARTMENTS	1,338,100.00	1,338,100.00	1,364,696.26	---	26,596.26
SEWER RENTAL	152,000.00	152,000.00	137,190.28	14,809.72	---
RESERVE for GENERAL PUBLIC ASSISTANCE	---	54,000.00	54,000.00	---	---
RESERVE FOR EXTRAORDINARY EXPENDITURES	300,000.00	753,864.87	753,864.87	---	---
<u>TOTAL-EXCLUDING SCHOOL FUND and</u>					
WATER FUND	\$ 31,768,382.00	\$ 32,402,246.87	\$ 32,011,465.05	\$ 390,781.82	\$ ---
SCHOOL FUND	1,912,144.00	1,912,144.00	2,030,522.83	---	118,378.83
WATER FUND	2,533,000.00	2,533,000.00	2,592,974.45	---	59,974.45
<u>TOTAL-INCLUDING SCHOOL FUND & WATER FUND</u>	<u>\$ 36,213,526.00</u>	<u>\$ 36,847,390.87</u>	<u>\$ 36,634,962.33</u>	<u>\$ 212,428.54</u>	<u>\$ ---</u>

SCHEDULE II

RECEIPTS - ESTIMATED and ACTUAL
FOR FISCAL YEAR ENDED SEPTEMBER 30, 1958

	Receipts as Estimated in Budget	Estimated Receipts after Revisions	Actual Receipts	Excess of Revised Estimated Over Actual	Deficiency of Revised Estimated Over Actual
<u>PROPERTY TAXES</u>					
Current Year	\$ 24,010,600.00	\$ 24,010,600.00	\$ 23,857,263.42	\$ 153,336.58	\$ ---
Prior Year	575,000.00	575,000.00	497,459.33	77,540.67	---
Previous Years	110,000.00	110,000.00	46,075.53	63,924.47	---
Tax Reverted Property Sales	5,000.00	5,000.00	4,422.72	577.28	---
<u>TOTAL-PROPERTY TAXES</u>	<u>\$ 24,700,600.00</u>	<u>\$ 24,700,600.00</u>	<u>\$ 24,405,221.00</u>	<u>\$ 295,379.00</u>	<u>\$ ---</u>
<u>STATE SHARED TAXES</u>					
Horse Racing	\$ 1,164,000.00	\$ 1,164,000.00	\$ 1,080,206.70	\$ 83,791.30	\$ ---
Liquor-State Tax	58,000.00	58,000.00	59,110.38	---	1,110.38
General City Purposes	1,065,000.00	1,065,000.00	1,036,200.00	28,800.00	---
<u>TOTAL-STATE SHARED TAXES</u>	<u>\$ 2,287,000.00</u>	<u>\$ 2,287,000.00</u>	<u>\$ 2,175,519.08</u>	<u>\$ 111,480.92</u>	<u>\$ ---</u>
<u>BUSINESS and NON-BUSINESS LICENSES</u>					
Liquor Licenses-City Lic. Fees	\$ 326,000.00	\$ 326,000.00	\$ 321,722.92	\$ 4,277.08	\$ ---
Building Permits, etc. (Structures and Zoning Division)	47,000.00	47,000.00	42,740.77	4,259.23	---
Bureau of Licenses (Entertainments, etc.)	63,000.00	63,000.00	43,280.00	19,720.00	---
City Clerk (Auctioneers, etc)	3,300.00	3,300.00	10,793.34	---	7,493.34
Vital Statistics (Marriages, etc)	4,000.00	4,000.00	3,262.00	718.00	---
Health Department	27,000.00	27,000.00	25,026.50	1,973.50	---
Plumbing, Drainage, and Gas Piping Division)	12,000.00	12,000.00	14,057.13	---	2,057.13

SCHEDULE II

RECEIPTS - ESTIMATED and ACTUAL
FOR FISCAL YEAR ENDED SEPTEMBER 30, 1958

	<u>Receipts as</u> <u>Estimated</u> <u>in Budget</u>	<u>Estimated</u> <u>Receipts after</u> <u>Revisions</u>	<u>Actual</u> <u>Receipts</u>	<u>Excess of Revised</u> <u>Estimated Over</u> <u>Actual</u>	<u>Deficiency of</u> <u>Revised Estimated</u> <u>Over Actual</u>
<u>BUSINESS and NON-BUSINESS LICENSES</u> (continued)					
Public Works-Sidewalk Contractors, Sewer Connections, etc.	\$ 6,050.00	\$ 6,050.00	\$ 650.00	\$ 5,400.00	\$ ---
Highway Privileges	1,200.00	1,200.00	1,165.00	35.00	---
Electrical Installations Division	12,000.00	12,000.00	14,286.93	---	2,286.93
Air Pollution Mechanical Equipment & Installations Division	8,000.00	8,000.00	21,866.34	---	13,866.34
<u>TOTAL-BUSINESS and NON-BUSINESS</u> <u>LICENSES</u>	\$ 509,550.00	\$ 509,550.00	\$ 498,870.93	\$ 10,679.07	\$ ---
<u>SPECIAL ASSESSMENTS</u>					
Sewers	\$ 227,000.00	\$ 227,000.00	\$ 197,913.28	\$ 29,086.72	\$ ---
Sidewalks and Curbing	100.00	100.00	---	100.00	---
<u>TOTAL-SPECIAL ASSESSMENTS</u>	\$ 227,100.00	\$ 227,100.00	\$ 197,913.28	\$ 29,186.72	\$ ---
<u>FINES, FORFEITS and ESCHEATS</u>					
Police Court Fines	\$ 177,000.00	\$ 177,000.00	\$ 164,102.00	\$ 12,898.00	\$ ---
<u>GRANTS-in-AID (State of R.I.)</u>					
Chapin Hospital	\$ 200,000.00	\$ 200,000.00	\$ 400,000.00	---	\$ 200,000.00
General Public Assistance	1,585,257.00	1,711,257.00	1,570,726.65	140,530.35	---
Health Department	2,000.00	2,000.00	4,843.19	---	2,843.19
<u>TOTAL-GRANTS-in-AID (State of R.I.)</u>	\$ 1,787,257.00	\$ 1,913,257.00	\$ 1,975,569.84	---	\$ 62,312.84

SCHEDULE II (cont'd)

RECEIPTS - ESTIMATED and ACTUAL
FOR FISCAL YEAR ENDED SEPTEMBER 30, 1958

	Receipts as Estimated in Budget	Estimated Receipts after Revisions	Actual Receipts	Excess of Revised Estimated Over Actual	Deficiency of Revised Estimated Over Actual
<u>DONATIONS</u>					
Public Parks:					
Anna H. Man Trust Fund	\$ 10,000.00	\$ 10,000.00	\$ 10,193.49	\$ ---	\$ 193.49
Samuel H. Tingley Trust Fund	3,000.00	3,000.00	3,003.20	---	3.20
Gladys Potter Trust Fund	275.00	275.00	275.00	---	---
Dexter Donation	18,000.00	18,000.00	6,044.47	11,955.53	---
<u>TOTAL-DONATIONS</u>	\$ 31,275.00	\$ 31,275.00	\$ 19,516.16	\$ 11,758.84	\$ ---
<u>RENTS and INTEREST</u>					
Rentals-City Property	\$ 34,000.00	\$ 34,000.00	\$ 35,309.53	\$ ---	\$ 1,309.53
Interest on Overdue Taxes and Sewer Assessments	38,000.00	38,000.00	40,250.26	---	2,250.26
Interest-General Fund Investments	43,000.00	43,000.00	49,584.03	---	6,584.03
Housing Authority-Valley View	67,500.00	67,500.00	65,700.00	1,800.00	---
Housing Authority-Low Cost	76,000.00	76,000.00	74,157.53	1,842.47	---
<u>TOTAL-RENTS and INTEREST</u>	\$ 258,500.00	\$ 258,500.00	\$ 265,001.35	\$ ---	\$ 6,501.35
<u>GENERAL DEPARTMENTS</u>					
City Clerk (Returns and Fees)	\$ 600.00	\$ 600.00	\$ 1,065.37	\$ ---	\$ 465.37
Probate Court Fees	46,000.00	46,000.00	43,525.51	2,474.49	---
Police Court Fees	12,000.00	12,000.00	14,234.85	---	2,234.85
Recorder of Deeds	63,000.00	63,000.00	57,510.15	5,489.85	---
City Sergeant (Telephones, etc.)	1,000.00	1,000.00	1,985.79	---	985.79
City Controller	3,500.00	3,500.00	4,815.28	---	1,315.28

SCHEDULE II (cont'd)

RECEIPTS - ESTIMATED and ACTUAL
FOR FISCAL YEAR ENDED SEPTEMBER 30, 1958

	Receipts as Estimated in Budget	Estimated Receipts after Revisions	Actual Receipts	Excess of Revised Estimated Over Actual	Deficiency of Revised Estimate Over Actual
<u>GENERAL DEPARTMENTS (cont'd)</u>					
City Collector (Collection Expenses)	\$ 28,000.00	\$ 28,000.00	\$ 33,033.26	---	\$ 5,033.26
City Collector - Parking Meters	187,000.00	187,000.00	177,301.28	9,698.72	---
Purchasing Department	3,000.00	3,000.00	4,017.00	---	1,017.00
Police Department	5,000.00	5,000.00	9,829.10	---	4,829.10
Fire Department	26,000.00	26,000.00	27,477.38	---	1,477.38
Superintendent of Weights & Measures	4,000.00	4,000.00	3,413.27	586.73	---
Garbage Collection & Disposal	8,000.00	8,000.00	10,880.62	---	2,880.62
Highway Department	25,000.00	25,000.00	23,883.89	1,116.11	---
Sewer Department	24,000.00	24,000.00	30,407.97	---	6,407.97
Municipal Dock	200,000.00	200,000.00	223,038.69	---	23,038.69
Health Administration	2,000.00	2,000.00	---	2,000.00	---
Vital Statistics	8,000.00	8,000.00	8,972.42	---	972.42
Chapin Hospital	470,000.00	470,000.00	397,366.28	72,633.72	---
Public bath Houses	4,500.00	4,500.00	3,786.00	714.00	---
Public Comfort Stations	4,500.00	4,500.00	4,328.55	171.45	---
General Public Assistance	50,000.00	50,000.00	70,714.61	---	20,714.61
Dexter Asylum	2,000.00	2,000.00	100.65	1,899.35	---
Public Parks General	1,000.00	1,000.00	1,528.32	---	528.32
Public Parks-Roger Williams Park	18,000.00	18,000.00	20,330.74	---	2,330.74
Municipal Golf Course	45,000.00	45,000.00	56,827.88	---	11,827.88
Department of Recreation	5,000.00	5,000.00	5,483.01	---	483.01
Public School Estates Revolving Fund	25,000.00	25,000.00	25,011.66	---	11.66
Police Pension Fund	12,000.00	12,000.00	18,476.54	---	6,476.54
Firemen's Pension Fund	1,000.00	1,000.00	958.97	41.03	---
Interest (Accrued on Bonds Sold)	1,000.00	1,000.00	17,540.97	---	16,540.97
Building Board of Review	1,500.00	1,500.00	640.00	860.00	---
Zoning Board of Review	1,500.00	1,500.00	1,400.00	100.00	---

SCHEDULE II (cont'd)

RECEIPTS - ESTIMATED and ACTUAL
FOR FISCAL YEAR ENDED SEPTEMBER 30, 1958

	<u>Receipts as Estimated in Budget</u>	<u>Estimated Receipts after Revisions</u>	<u>Actual Receipts</u>	<u>Excess of Revised Estimated Over Actual</u>	<u>Deficiency of Revised Estimated Over Actual</u>
<u>GENERAL DEPARTMENTS (cont'd)</u>					
Miscellaneous	\$ 50,000.00	\$ 50,000.00	\$ 64,810.25	\$ ---	\$ 14,810.25
<u>TOTAL-GENERAL DEPARTMENTS</u>	\$ 1,338,100.00	\$ 1,338,100.00	\$ 1,364,696.26	\$ ---	\$ 26,596.26
<u>SEWER RENTAL</u>	\$ 152,000.00	\$ 152,000.00	\$ 137,190.28	\$ 14,809.72	\$ ---
<u>RESERVE for GENERAL PUBLIC ASSISTANCE</u>	\$ ---	\$ 54,000.00	\$ 54,000.00	\$ ---	\$ ---
<u>RESERVE for EXTRAORDINARY EXPENDITURES</u>	\$ 300,000.00	\$ 753,864.87	\$ 753,864.87	\$ ---	\$ ---
<u>TOTAL-EXCLUDING SCHOOL FUND and WATER FUND</u>	\$ 31,768,382.00	\$ 32,402,246.87	\$ 32,011,465.05	\$ 390,781.82	\$ ---
<u>SCHOOL FUND</u>					
Dog Licenses	\$ 6,400.00	\$ 6,400.00	\$ 6,007.90	\$ 392.10	\$ ---
Grants-in-Aid (State of R.I.)	\$ 1,703,244.00	\$ 1,703,244.00	\$ 1,780,691.92	\$ ---	\$ 77,447.92
School Department Receipts	\$ 202,500.00	\$ 202,500.00	\$ 243,823.01	\$ ---	\$ 41,323.01
<u>TOTAL-SCHOOL FUND</u>	\$ 1,912,144.00	\$ 1,912,144.00	\$ 2,030,522.83	\$ ---	\$ 118,378.83
<u>WATER FUND</u>	\$ 2,533,000.00	\$ 2,533,000.00	\$ 2,592,974.45	\$ ---	\$ 59,974.45
<u>TOTAL-INCLUDING SCHOOL and WATER FUND</u>	\$ 36,213,526.00	\$ 36,847,390.87	\$ 36,634,962.33	\$ 212,428.54	\$ ---

SCHEDULE III

SUMMARY OF APPROPRIATIONS, EXPENDITURES AND UNENCUMBERED BALANCE OF APPROPRIATIONS FOR FISCAL YEAR ENDED SEPTEMBER 30, 1958

	Original Budget Appropriations	Appropriations after Revisions	Expenditures	Unencumbered Appropriations
LEGISLATIVE, JUDICIAL and GENERAL ADMINISTRATIVE ACTIVITIES	\$ 731,709.76	\$ 753,956.76	\$ 718,205.50	\$ 35,751.26
FINANCE ADMINISTRATION	736,366.92	736,366.92	699,135.59	37,231.33
PUBLIC SAFETY	6,111,640.59	6,123,364.59	6,016,430.62	106,933.97
PUBLIC WORKS ACTIVITIES	4,365,800.29	4,504,800.29	4,401,321.13	103,479.16
HEALTH ACTIVITIES	1,880,201.95	1,880,201.95	1,614,033.23	266,168.72
WELFARE ACTIVITIES	2,381,027.38	2,612,527.38	2,493,262.95	119,264.43
RECREATION ACTIVITIES	922,757.76	926,688.59	877,686.93	49,001.66
EDUCATION	* 9,937,699.12	*10,056,077.95	*10,056,077.95	---
GRANTS to OUTSIDE AGENCIES and INSTITUTIONS	513,250.00	513,500.00	513,152.00	98.00
PENSIONS	1,632,492.42	1,638,968.96	1,591,775.26	47,193.70
DEBT SERVICE	3,883,680.21	3,883,680.21	3,879,870.63	3,809.58
MISCELLANEOUS ACTIVITIES	531,919.00	557,519.00	479,396.48	78,122.52
WATER FUND	2,533,000.00	2,533,000.00	2,318,649.25	214,350.75
TOTAL:	\$ 36,161,545.40	\$ 36,720,402.60	\$ 35,656,997.52	\$ 1,061,405.08

* The difference between the actual Water Fund receipts \$2,592,974.45 as shown in Schedule I and the Water Fund expenditures \$2,318,649.25 as shown above represents the Water Fund Surplus of \$274,325.20. This surplus was transferred to the Commissioners of Sinking Fund for water sinking and extension fund.

SCHEDULE IV

APPROPRIATIONS, EXPENDITURES and UNENCUMBERED BALANCES
OF APPROPRIATIONS FOR FISCAL YEAR ENDED SEPTEMBER 30, 1958

DEPARTMENTS

LEGISLATIVE, JUDICIAL and GENERAL
ADMINISTRATIVE ACTIVITIES

City Council	\$ 52,640.00	\$ 54,640.00	\$ 54,177.70	\$ 462.30
City Clerk	52,483.00	50,483.00	44,934.88	5,548.12
Board of Canvassers	146,805.00	146,805.00	136,376.20	10,428.80
Probate Court	47,752.00	47,752.00	39,392.06	8,359.94
Police Court	43,909.00	43,909.00	42,599.43	1,309.57
Mayor's Office	69,867.00	76,867.00	72,750.56	4,116.44
Law Department	51,850.00	51,850.00	51,126.15	723.85
Recorder of Deeds	71,662.00	71,662.00	70,407.53	1,254.47
City Sergeant	194,741.76	209,988.76	206,440.99	3,547.77
	<u>\$ 731,709.76</u>	<u>\$ 753,956.76</u>	<u>\$ 718,205.50</u>	<u>\$ 35,751.26</u>

TOTAL-LEGISLATIVE, JUDICIAL and GENERAL
ADMINISTRATIVE ACTIVITIES

FINANCE ADMINISTRATION

Finance Director	\$ 46,255.00	\$ 46,255.00	\$ 46,218.93	\$ 36.07
Controller's Division	88,198.00	87,873.00	87,742.20	130.80
Employees' Retirement Division	28,339.00	31,949.00	29,834.32	2,114.68
Tabulating Division	89,339.00	93,804.00	93,727.74	76.26
Collector's Division	142,301.00	138,289.55	128,180.04	10,109.51
Water Board Collections	23,773.00	24,584.45	24,467.13	117.32
Assessor's Division	130,754.00	126,204.00	104,432.17	21,771.83
Purchasing Division	76,667.00	76,667.00	76,009.92	657.08
Municipal Garage Division	64,162.92	64,162.92	62,282.79	1,880.13
Treasury Division	40,557.00	40,557.00	40,555.60	1.40
Board of Tax Assessment Review	6,021.00	6,021.00	5,604.75	336.25
	<u>\$ 736,366.92</u>	<u>\$ 736,366.92</u>	<u>\$ 699,135.59</u>	<u>\$ 37,231.33</u>

TOTAL-FINANCE ADMINISTRATION

SCHEDULE IV (cont'd)

APPROPRIATIONS, EXPENDITURES and UNENCUMBERED BALANCES
OF APPLICABLE AGENCIES FOR FISCAL YEAR ENDED SEPTEMBER 30, 1958

DEPARTMENTS (cont'd)

	Original Budget Appropriations	Appropriations after Revisions	Expenditures	Unencumbered Appropriations
PUBLIC SAFETY				
Commissioner of Public Safety	\$ 61,868.00	\$ 62,098.00	\$ 61,734.79	\$ 363.21
Police Department	2,936,243.27	2,943,737.27	2,885,785.07	57,952.20
Fire Department	2,630,612.30	2,631,112.30	2,606,935.48	24,176.82
Superintendent of Weights & Measures	17,967.00	17,967.00	17,794.09	172.91
Building Inspection, Administration	59,647.00	60,185.63	57,341.34	2,844.29
Structures & Zoning Division	63,688.00	63,338.00	57,579.29	5,758.71
Plumbing, Drainage and Gas Piping Division	32,863.00	32,980.65	32,816.28	164.37
Electrical Installations Division	38,033.00	38,358.46	37,234.81	1,123.65
Air Pollution, Mechanical Equipment and Installations Division	52,347.00	51,715.26	43,680.31	8,034.95
Traffic Engineering Department	218,372.02	221,872.02	215,529.16	6,342.86
TOTAL-PUBLIC SAFETY	\$ 6,111,640.59	\$ 6,123,364.59	\$ 6,016,430.62	\$ 106,933.97
PUBLIC WORKS ACTIVITIES				
Public Works-Administration	\$ 28,948.60	\$ 29,052.60	\$ 28,706.39	\$ 346.21
Business Management Office	36,440.50	36,320.25	34,249.34	2,070.91
Engineering Office	152,868.40	151,368.40	137,217.40	14,151.00
Sanitation-Administration	12,014.00	11,989.00	11,940.96	48.04
Street Cleaning Division	407,709.04	408,509.04	407,667.92	841.12
Sewage Pumping Station	62,921.28	62,921.28	62,519.46	401.82
Sewage Disposal Section	302,866.88	301,066.88	262,807.69	38,259.19
Garbage Collection and Disposal Section	669,388.24	790,188.24	789,007.34	1,180.90
Refuse Collection and Disposal Section	138,574.45	138,599.45	137,994.04	605.41
Construction and Maintenance Division-Administration	8,669.00	8,669.00	8,638.12	30.88
Highways Section	1,041,565.28	1,042,465.28	1,023,726.14	18,739.14
Bridge Maintenance Section	57,891.40	57,791.40	55,405.08	2,386.32
Sidewalks and Curbing	21,713.68	22,113.68	21,843.08	270.60
Forestry Section	96,020.60	96,020.60	93,891.30	2,129.30
Snow Removal Section	227,000.00	227,000.00	224,112.18	2,887.82

SCHEDULE IV (cont'd)

APPROPRIATIONS, EXPENDITURES and UNENCUMBERED BALANCES
OF APPROPRIATIONS FOR FISCAL YEAR ENDED SEPTEMBER 30, 1958

D E P A R T M E N T S (cont'd)

	<u>Original Budget appropriations</u>	<u>Appropriations after Revisions</u>	<u>Expenditures</u>	<u>Unencumbered Appropriations</u>
<u>PUBLIC WORKS ACTIVITIES</u>				
Sewer Construction and Maintenance Section	\$ 401,776.84	\$ 401,776.84	\$ 399,545.81	\$ 2,231.03
Public buildings Section	91,102.00	91,102.00	83,088.85	8,013.15
Public Service Division				
Street Lighting Section	492,993.00	502,009.25	500,780.50	1,228.75
Municipal Docks Section	45,991.00	65,491.00	61,328.89	4,162.11
Draw Bridge Operation	64,343.00	55,343.00	52,139.71	3,203.29
Harbormaster Section	5,003.10	5,003.10	4,710.93	292.17
<u>TOTAL-PUBLIC WORKS ACTIVITIES</u>	<u>\$ 4,365,800.29</u>	<u>\$ 4,504,800.29</u>	<u>\$ 4,401,321.13</u>	<u>\$ 103,479.16</u>
<u>HEALTH ACTIVITIES</u>				
Health-Administration	\$ 18,208.00	\$ 18,583.00	\$ 18,152.86	\$ 430.14
Vital Statistics	31,664.00	32,064.00	31,641.73	422.27
Medical-Communicable Diseases	86,269.80	87,894.80	76,571.38	11,323.42
Medical-Child Hygiene	55,962.25	55,562.25	50,156.45	5,405.80
Sanitation-Food and Milk Inspection	88,187.00	88,187.00	86,773.02	1,413.98
Sanitation-Environment Control	79,539.00	79,539.00	76,740.89	2,798.11
Bath Houses	65,145.50	64,645.50	61,144.15	3,501.35
Comfort Stations	80,335.50	80,835.50	68,375.53	12,459.97
Chapin Hospital	1,372,890.90	1,372,890.90	1,144,477.22	228,413.68
<u>TOTAL-HEALTH ACTIVITIES</u>	<u>\$ 1,880,201.95</u>	<u>\$ 1,880,201.95</u>	<u>\$ 1,614,033.23</u>	<u>\$ 266,168.72</u>
<u>WELFARE ACTIVITIES</u>				
Welfare Administration	\$ 46,374.00	\$ 47,374.00	\$ 46,756.12	\$ 617.88
General Public Assistance-Administration	306,978.38	360,428.38	357,829.88	2,598.50
General Public Assistance	2,007,675.00	2,184,725.00	2,082,632.48	102,092.52
Dexter Asylum	20,000.00	20,000.00	6,044.47	13,955.53
<u>TOTAL-WELFARE ACTIVITIES</u>	<u>\$ 2,381,027.38</u>	<u>\$ 2,612,527.38</u>	<u>\$ 2,493,262.95</u>	<u>\$ 119,264.43</u>

SCHEDULE IV (cont'd)

APPROPRIATIONS, EXPENDITURES and UNENCUMBERED BALANCES
OF APPROPRIATIONS FOR FISCAL YEAR ENDED SEPTEMBER 30, 1958

D E P A R T M E N T S (cont'd)

	Original Budget Appropriations	Appropriations after Revisions	Expenditures	Unencumbered Appropriations
<u>RECREATION ACTIVITIES</u>				
Parks Administration	\$ 18,665.00	\$ 18,740.00	\$ 18,454.99	\$ 285.01
General Parks	110,659.20	111,846.54	108,929.08	2,917.46
Roger Williams Park	265,958.50	272,151.99	267,748.15	4,403.84
Municipal Golf Course	60,133.20	61,083.20	59,966.98	1,116.22
Roger Williams Museum	26,349.00	21,874.00	18,104.49	3,769.51
Recreation Department	425,992.86	425,992.86	389,483.24	36,509.62
Junior Police Camp	15,000.00	15,000.00	15,000.00	---
<u>TOTAL-RECREATION ACTIVITIES</u>	<u>\$ 922,757.76</u>	<u>\$ 926,688.59</u>	<u>\$ 877,686.93</u>	<u>\$ 49,001.66</u>
<u>EDUCATION</u>				
School Department	\$ 9,912,699.12	\$ 10,031,077.95	\$ 10,031,077.95	---
Public School Estates Revolving Fund	25,000.00	25,000.00	25,000.00	---
<u>TOTAL-EDUCATION</u>	<u>\$ 9,937,699.12</u>	<u>\$ 10,056,077.95</u>	<u>\$ 10,056,077.95</u>	<u>---</u>
<u>GRANTS to OUTSIDE AGENCIES and INSTITUTIONS</u>				
	\$ 513,250.00	\$ 513,250.00	\$ 513,152.00	\$ 98.00
<u>PENSIONS</u>				
Contributions to Employees' Retirement System	\$ 960,924.50	\$ 960,924.50	\$ 960,924.50	---
Federal Old Age and Survivor's Insurance	166,000.00	166,000.00	161,545.10	4,454.90
Cost of Living Grant to Retired Employees	35,000.00	35,000.00	34,765.19	234.81
Payment to Police Pensions	268,000.00	274,476.54	240,670.54	33,806.00
Payment to Fire Pensions	195,000.00	195,000.00	186,702.01	8,297.99
Relief Fund for Firemen and Policemen	7,567.92	7,567.92	7,167.92	400.00
<u>TOTAL-PENSIONS</u>	<u>\$ 1,632,492.42</u>	<u>\$ 1,638,968.96</u>	<u>\$ 1,591,775.26</u>	<u>\$ 47,193.70</u>

SCHEDULE IV (cont'd)

APPROPRIATIONS, EXPENDITURES and UNENCUMBERED BALANCES
OF APPROPRIATIONS FOR FISCAL YEAR ENDED SEPTEMBER 30, 1958

DEPARTMENTS (cont'd)

	<u>Original Budget Appropriations</u>	<u>Appropriations after Revisions</u>	<u>Expenditures</u>	<u>Unencumbered Appropriations</u>
<u>DEBT SERVICE</u>				
Retirement of Serial Bonds	\$ 2,873,368.00	\$ 2,873,368.00	\$ 2,869,558.43	\$ 3,809.57
Payment to Sinking Funds	31,000.00	31,000.00	31,000.00	---
Interest on Bonded Debt	902,246.50	902,246.50	902,246.50	---
Interest on Floating Debt	77,065.71	77,065.71	77,065.70	.01
<u>TOTAL-DEBT SERVICE</u>	<u>\$ 3,883,680.21</u>	<u>\$ 3,883,680.21</u>	<u>\$ 3,879,870.63</u>	<u>\$ 3,809.58</u>
<u>MISCELLANEOUS</u>				
Zoning Board of Review	\$ 18,675.00	\$ 18,675.00	\$ 17,690.84	\$ 984.16
Building Ordinance Board of Review	7,751.00	7,751.00	7,610.10	140.90
City Plan Commission	84,130.00	84,130.00	76,462.22	7,667.78
Providence Redevelopment Agency	38,123.00	54,423.00	45,331.45	9,091.55
Bureau of Licenses	35,864.00	35,864.00	35,108.28	755.72
Minimum Housing Standards Division	52,763.00	52,763.00	45,458.79	7,304.21
Contingencies	100,000.00	100,000.00	54,511.51	45,488.49
Automobile Accident Insurance	4,000.00	4,000.00	4,000.00	---
Payments to Blue Cross and Physicians' Service	127,000.00	127,000.00	123,685.35	3,314.65
Dutch Elm Disease Control	10,000.00	10,000.00	10,000.00	---
Armed Forces Book Pool	500.00	500.00	500.00	---
North Burial Ground Account	---	8,000.00	8,000.00	---
Dr. Chapin Memorial Award Committee	350.00	350.00	334.43	15.57
Mayor's Traffic Safety Committee	3,300.00	3,300.00	1,358.57	1,941.43
Providence Civilian Defense Council	20,913.00	20,913.00	20,913.00	---
Fire Insurance Fund	10,000.00	10,000.00	10,000.00	---
Public Celebrations	18,550.00	19,850.00	18,431.94	1,418.06
<u>TOTAL-MISCELLANEOUS</u>	<u>\$ 531,919.00</u>	<u>\$ 557,519.00</u>	<u>\$ 479,396.48</u>	<u>\$ 78,122.52</u>
<u>WATER FUND</u>	<u>\$ 2,533,000.00</u>	<u>\$ 2,533,000.00</u>	<u>\$ 2,318,649.25</u>	<u>\$ 214,350.75</u>

SCHEDULE V

RECEIPTS FOR FISCAL YEARS ENDED
SEPTEMBER 30, 1957 and SEPTEMBER 30, 1958 (Excluding School Fund & Water Fund)

	<u>1957</u>	<u>%</u>	<u>1958</u>	<u>%</u>
PROPERTY TAXES	\$ 22,875,208.76	76.57	\$ 24,405,221.00	76.24
STATE SHARED TAXES	2,282,808.73	7.64	2,175,519.08	6.80
BUSINESS and NON-BUSINESS LICENSES	472,282.65	1.58	498,870.93	1.56
SPECIAL ASSESSMENTS	89,477.94	.30	197,913.28	.62
FINES, FORFEITS and ESCHEATS	170,356.00	.57	164,102.00	.51
GRANTS-in-AID (State of R.I.)	1,681,484.54	5.63	1,975,569.84	6.17
DONATIONS	41,724.96	.14	19,516.16	.06
RENTS and INTEREST	276,261.57	.92	265,001.35	.83
GENERAL DEPARTMENTS	1,424,432.43	4.77	1,364,696.26	4.26
SEWER RENTAL	149,524.22	.50	137,190.28	.43
RESERVE FOR GENERAL PUBLIC ASSISTANCE	---	---	54,000.00	.17
RESERVE FOR EXTRAORDINARY EXPENDITURES	411,009.67	1.38	753,864.87	2.35
<u>TOTAL:</u>	<u>\$ 29,874,571.47</u>	<u>100.</u>	<u>\$ 32,011,465.05</u>	<u>100.</u>

SCHEDULE VI

EXPENDITURES for FISCAL YEARS ENDED
SEPTEMBER 30, 1957 and SEPTEMBER 30, 1958 (Excluding Water Fund)

	<u>1957</u>	<u>%</u>	<u>1958</u>	<u>%</u>
LEGISLATIVE, JUDICIAL and GENERAL ADMINISTRATIVE ACTIVITIES	\$ 639,721.85	2.09	\$ 718,205.50	2.15
FINANCE ADMINISTRATION	648,477.00	2.12	699,135.59	2.10
PUBLIC SAFETY	5,130,068.97	16.78	6,016,430.62	18.05
PUBLIC WORKS ACTIVITIES	4,102,035.38	13.42	4,401,321.13	13.20
HEALTH ACTIVITIES	1,493,130.46	4.89	1,614,033.20	4.84
WELFARE ACTIVITIES	2,322,994.76	7.60	2,493,262.95	7.48
RECREATION ACTIVITIES	1,106,957.56	3.62	877,686.93	2.63
EDUCATION	* 8,851,342.83	28.96	**10,056,077.95	30.16
GRANTS to OUTSIDE AGENCIES and INSTITUTIONS	521,950.00	1.71	513,152.00	1.54
PENSIONS	1,591,053.91	5.21	1,591,775.26	4.77
DEBT SERVICE	3,683,680.72	12.05	3,879,870.63	11.64
MISCELLANEOUS ACTIVITIES	474,256.12	1.55	479,396.48	1.44
TOTAL:	\$ 30,565,669.56	100.	\$ 33,340,348.27	100.

* Includes \$25,000 to establish Public School Estates Revolving Fund and \$1,444,958.34 the School Fund Receipts for fiscal year.

** Includes \$25,000 to establish Public School Estates Revolving Fund and \$2,030,522.83 the School Fund Receipts for fiscal year.

SCHEDULE VII

ANALYSIS OF BUDGETARY EXPENDITURES BY OBJECT CODE

001	Salaries & Wages - Permanent Employees	\$ 11,748,148.87
002	Salaries & Wages - Temporary Employees	195,860.28
004	Salaries & Wages - Witness and Jury Fees	16.80
005	Payments to Dependents	12,587.69
007	Pension Payments	427,372.55
008	Sick Leave	278,747.26
009	Vacation Pay	333,684.83
010	Cost of Living Grants	34,765.19
025	Injured Employees Covered by Injured Employees Comm.	13,857.75
101	Accounting, Auditing, Actuarial Tax Consulting Services	21,175.62
102	Medical Services	94,717.25
103	Reporting Births	2,616.25
104	Reporting Deaths	827.25
105	Reporting Marriages	439.75
106	Examining Titles	4,500.00
107	Auctioneers Services	50.00
109	Fees Not Classified	17,780.54
110	Killing and Disposing of Dogs	7,754.00
111	Telephone and Telegraph	91,797.70
112	Postage, Freight and Express	29,878.96
113	Automobile Allowances-Conventions	127.04
114	Automobile Allowances-Other	24,494.97
115	Transportation of Persons-Conventions	3,927.50
116	Transportation of Persons-Other	9,598.69
117	Travel Subsistence-Conventions	4,849.18
118	Travel Subsistence-Other	5,072.48
119	Special Subsistence	981.06
121	Printing and Binding	32,661.32
122	Advertising	31,784.80
131	Heat, Light and Power	112,907.60
132	Street and Traffic Lighting	517,869.54
133	Hydrant Rental	22,300.00
134	Water Payments to Water Supply Board	25,191.98
141	Repairs to Office Machinery, Furniture & Furnishings	8,097.53

SCHEDULE VII (cont'd)

142	Repairs to Automobiles and Trucks	\$ 11,254.55
143	Repair to Construction and Other Automotive Equipment	336.62
144	Repairs to Automobiles & Trucks (Municipal Garage)	53,349.15
146	Repairs to Plant Equipment	133,176.02
149	Repairs to Other Equipment	5,451.24
150	Repairs to Buildings	141,602.96
151	Maintenance and Servicing	14,528.51
152	Repairs to Highways and Highway Structures	166.00
153	Repairs to Utility Cuts on Highways	9,556.22
154	Installations of Communication Systems	59.00
159	Repairs to Other Structures	2,256.15
161	Rental of Office Machinery & Equipment	63,304.92
162	Rental of Automotive & Construction Equipment	15,603.64
163	Rental of Other Equipment	3,574.15
164	Equipment Rentals	537,268.39
165	Rental of Land	269.00
166	Rental of Buildings & Other Structures	17,410.37
167	Rental of Garage Space (Municipal Garage)	1,920.00
169	Rentals Not Otherwise Classified	2,737.01
181	Laundry & Cleaning	11,878.57
182	Ash Removal	40.00
183	Dues & Subscriptions	5,466.87
184	Hospitalization	183,497.83
185	Burials	19,216.92
186	Mayor's Expense Fund	3,000.00
197	Shops Revolving Fund Charges	23,500.87
199	Miscellaneous Services Not Otherwise Classified	77,129.40
201	Stationery, Printed Forms and Office Supplies	61,229.60
202	Small Tools and Shop Supplies	18,215.49
203	Educational & Recreational Supplies	23,055.32
204	Wearing Apparel & Personal Supplies	68,689.49
211	Motor Fuel	64,097.45
212	Lubricants	5,830.79
213	Tires & Tubes	11,270.00
214	Repair Parts Supplies for Automotive or Construction Equipment	23,570.56

SCHEDULE VII (cont'd)

221	Repair Parts & Supplies for Office Machinery, etc. \$	66.69
222	Repair Parts and Supplies for Plant Equipment	21,730.85
229	Repair Parts & Supplies for Other Equipment	5,869.69
231	Medical, Chemical & Laboratory Supplies	208,156.60
232	Pharmaceuticals	94,063.25
241	Fuel	143,872.18
242	Food	197,923.88
243	Ice & Refrigeration Supplies	1.50
244	Housekeeping Supplies & Minor Equipment	42,358.67
251	Food & Bedding for Animals	18,151.69
252	Seeds, Fertilizer, Trees & Shrubs	7,251.00
259	Other Agricultural, Horticultural & Landscaping Supplies	4,457.95
260	Loam	3,437.50
261	Gravel, Sand & Stone	12,103.31
262	Cement, Plaster & Related Products	5,977.25
263	Asphaltic Products	87,982.13
264	Fabricated Cement Products	4,145.35
265	Fabricated Metal Products	5,829.07
266	Lumber & Hardware	24,165.20
267	Paint & Painter's Supplies	38,543.46
268	Plumbing & Electrical Supplies	17,382.72
269	Construction & Maintenance Materials Not Otherwise Classified	7,505.28
271	Pipe	17,858.31
272	Hydrants, Valves & Fittings	84,746.50
273	Special Castings	2,836.26
274	Meters and Meter Parts	4,030.67
279	Water System Materials Not Otherwise Classified	467.64
291	Guns and Ammunition	2,102.93
299	Miscellaneous Materials & Supplies	42,868.63
301	Fire Insurance	175.00
302	Liability Insurance	4,991.25
311	Interest on Funded Debt	1,472,246.50
312	Interest on Floating Debt	77,065.70
321	Fiscal Agents Fees	5,000.00
322	Bond Sale Expense	9,163.51

SCHEDULE VII (cont'd)

331	Payment of Claims & Damages	\$ 12,342.67
341	Grants Donation & Subsidies	1,532,430.81
342	Taxes	294,480.94
343	Stores Revolving Account	48,000.00
350	Blue Cross	131,219.50
351	Public Relief	1,663,846.34
361	Expense for Various Ceremonies	15,042.65
371	Soldiers' Burials	540.00
398	Federal Old Age & Survivor's Insurance	177,099.11
501	Office Furniture, Machinery & Equipment	19,295.42
502	Books, Maps and Charts	5,395.39
511	Automobiles & Motorcycles	40,677.70
512	Trucks & Tractors	56,114.52
521	Construction & Engineering Equipment	8,566.18
531	Household, Laundry & Refrigeration Equipment	2,232.44
541	Medical, Surgical & Laboratory Equipment	1,948.11
551	Educational & Recreation Equipment	5,918.18
561	Shop & Plant Equipment	5,409.06
571	Agricultural & Landscaping Equipment	5,567.46
591	Equipment Not Otherwise Classified	11,085.42
711	Highway Structures	10,450.00
721	Water System	229,216.51
791	Other Structures & Improvements	25,086.32
802	Retirement of Funded Debt	2,869,558.43
803	Contributions to Sinking Fund	31,000.00
	Payment to School Department from General Fund	
	Receipts	8,000,555.12
	Payment to School Department from School Fund	
	Receipts	2,030,522.83
	Transferred to Trust & Special Fund for	
	Civilian Defense	20,913.00
	<u>TOTAL:</u>	\$ 35,658,997.52

SEVENTH
ANNUAL
REPORT

1957

1958

PERSONNEL DIRECTOR
CITY OF PROVIDENCE



CITY OF PROVIDENCE • RHODE ISLAND • Walter H. Reynolds • Mayor

DEPARTMENT OF FINANCE

Henry J. McLaughlin
Personnel Director

CITY HALL

January 15, 1959

To the Honorable Walter H. Reynolds, Mayor
and the Honorable, The City Council

In compliance with the City Ordinance, I am submitting the Report of the Personnel Department for the year 1957-1958.

This Seventh Report of the department sets forth the various activities of the department during the year ended September 30, 1958.

During this seventh year of operation, sound, conscientious progress has been made in the development and establishment of uniform personnel practices throughout the city services.

With the continued support and assistance of department heads and municipal employees, greater strides will be realized toward setting equitable personnel standards and preserving good personnel relationship.

On behalf of the Personnel Department, I wish to extend sincere thanks and appreciation to the Mayor, the members of the City Council, Department Heads and City Officials as well as the employees and all other persons who have given their cooperation to this department.

Respectfully submitted,

Henry J. McLaughlin
Henry J. McLaughlin
Personnel Director

IN CITY COUNCIL

JAN 15 1959

READ:
WHEREUPON IT IS ORDERED THAT
THE SAME BE RECEIVED.

Robert Whelan
CLERK

PERSONNEL DEPARTMENT ACTIVITIES

The City of Providence Personnel Department is delegated with the responsibility of administering the personnel policies and transactions that embrace a working organization of approximately 3,336 employees, which represented a salary expenditure in 1957-1958 of more than \$12,570,299.00, exclusive of the School Department. This expenditure for personal service warrants the constant attention and efforts of the administration to promote the best employment practices possible in order to maintain and receive the services due the city and the taxpayers.

During the year, the Classification Plan, Chapter 1144 of the City Ordinances was amended by the City Council along with amendments to the Compensation Ordinance, Chapter 1145 and 1146. The following is a list of the changes that were approved:

NEW CLASSIFICATIONS ADDED:

Chief of Planning (Redevelopment Agency)
Deputy Health Officer and Deputy Inspector of Milk
Detective I
Social Case Worker

CLASSIFICATIONS DELETED:

Deputy Milk Inspector & Chief of Division of
Sanitation
Social Worker I
Social Worker II

SALARY ADJUSTMENTS:

<u>CHAPTER</u>	<u>POSITION</u>	<u>FROM</u>	<u>TO</u>
1175	Attorney II (Redevelopment)	\$ 6,635	\$ 7,150
1174	Chief of Planning (Redevelopment)	---	7,150
1213	Deputy Milk Inspector & Chief of Sanitation Division	7,072	---
1213	Deputy Health Officer & Deputy Inspector of Milk	---	7,072
1152	Detective I	---	4,992
1189	Social Worker I	Prev State Wage	---
1189	Social Worker II	" " "	---
1189	Social Case Worker	---	Prev State Wage

SICK LEAVE

The Personnel Director directs the sick leave program throughout all city departments excepting personnel of the Police and Fire Departments. Copies of the Sick Leave Ordinance are distributed to all new employees so that they might review the benefits due them. All notices of absenteeism are sent to this office where a record is kept of sick leave used by each employee. The cost of this program for the year ending September 30, 1958 was \$278,747.00.

HOSPITALIZATION

The City of Providence has a contract with the Rhode Island Hospital, under which reasonable medical care and treatment is assured every employee of the City of Providence. Authorization for such treatment is issued by the Personnel Director with approval of the Mayor. During the past fiscal year approximately 774 authorizations were issued at a total cost of \$45,479.37.

EMPLOYEE TURNOVER

Labor turnover in most city departments is generally decreasing. Part of the reason can be attributed to the labor market trend during the past months in this area and to the more equitable salaries made available by the administration.

During the past fiscal year a total of 815 employees were hired through this office. The terminations during the same period totaled 753. These terminations were for various reasons ranging from retirement to resignations.

The following schedule shows the monthly turnover for all departments except the School Department:

Oct. 1, 1957 - Sept. 30, 1958

<u>DATE</u>	<u>ADDITIONS</u>	<u>TERMINATIONS</u>	<u>NUMBER WORKING</u>
10/1/57			3,274
10/31/57	129	49	3,354
11/30/57	43	30	3,367
12/31/57	34	25	3,376
1/31/58	74	37	3,413
2/28/58	35	31	3,417
3/31/58	52	48	3,421
4/30/58	43	121	3,343
5/30/58	95	38	3,400
6/30/58	152	75	3,477
7/31/58	48	49	3,476
8/31/58	28	110	3,394
9/30/58	82	140	3,336

Number of Employees working Sept. 30, 1958	3,336
Number of Employees working Oct. 1, 1957	3,274

Net Increase:	<u>62</u>
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Number of Employees Hired	815
Number of Employees Terminated	753

Net Increase:	<u>62</u>
---------------	-----------

DEPARTMENTAL EMPLOYEE STATUS

<u>Department</u>	<u>Allowed Oct 1, 1957</u>	<u>Ordinance Changes during Year</u>		<u>Employed Sept 30, 1958</u>
		<u>Add</u>	<u>Delete</u>	
City Clerk	10			10
Board of Canvassers	Unlimited			38
Probate Court	10			9
Police Court	12			12
Mayor's Office	Unlimited			8
Law Department	8			8
Recorder of Deeds	17			17
City Sergeant	40	1		37
Finance Director	7			7
City Controller	22			20
Tabulating Division	8			8
Employees' Retirement	5			4
City Collector	37			31
Water Board Collections	7			7
City Assessor	Unlimited			27
Purchasing Division	19			19
Municipal Garage	23			23
City Treasurer	7			8
Board of Tax Assessment Review	4			4
Comm. of Public Safety	14			14
Police Department	716	7	7	678
Fire Department	556	1	1	518
Bldg. Inspection Admin.	14			13
Structures and Zoning	12			11
Plumb, Drain & Gas Piping	6			6

DEPARTMENTAL EMPLOYEE STATUS (Cont'd)

<u>Department</u>	<u>Allowed</u> <u>Oct 1, 1957</u>	<u>Ordinance Changes</u> <u>during Year</u>		<u>Employed</u> <u>Sept 30, 1958</u>
		<u>Add</u>	<u>Delete</u>	
Electrical Inspection	6			6
Air Poll, Mech Equip & Installations	9			7
Supt of Weights & Measures	5			5
Traffic Engineer	42			34
Public Works Admin	4			3
Business Management	10			9
Engineering Office	33			29
Sanitation Admin	2			2
Street Cleaning	Unlimited			85
Sewage Pumping	14			14
Sewage Disposal	45			34
Garbage Coll & Disp.	121			125
Refuse Coll & Disp.	28			29
Sanitation Revolving Fund	11	1	2	9
Construction & Maint Admin	1			1
Highway	Unlimited			229
Bridge Maintenance	15			14
Sidewalks & Curbing	5			5
Forestry	21			20
Sewer Constr & Maint	Unlimited			93
Public Buildings	18			18
Sewer C & M Revolving	9			8
Cons & Maint Revolving	39			27
Public Service Admin	1			0
Street Lighting	1			1
Municipal Docks	10			9
Draw Bridge	20			12
Harbor Master	2			1
Health Administration	3			3
Vital Statistics	8			8
Communicable Disease	21			18
Child Hygiene	12			12
Food & Milk Inspection	19	1	1	19
Environment Control	26			21
Bath Houses & Comfort Sta.	49			41
C. V. Chapin Hospital	Unlimited	1	1	270

DEPARTMENTAL EMPLOYEE STATUS (Cont'd)

<u>Department</u>	<u>Allowed Oct 1, 1957</u>	<u>Ordinance Changes during Year</u>		<u>Employed Sept 30, 1958</u>
		<u>Add</u>	<u>Delete</u>	
Welfare Administration	11			11
G. P. A. Administration	89	31	31	82
Dexter Asylum	35			0
 Parks Administration	 4			 4
Parks General & Roger Williams Park	Unlimited			110
Municipal Golf Course	Unlimited			21
Park Museum	7			4
Recreation Department	380			63
 Zoning Board of Review	 9			 9
Building Ordinance Board of Review	6			6
City Plan Commission	14			14
Prov. Redevelopment Agency	21	3	1	16
Bureau of Licenses	8			8
Minimum Housing Stand. Div.	13			13
Prov. Civilian Defense	Unlimited			3
North Burial Ground	Unlimited			24
 Water Supply Board **	 Unlimited			 190

** Summary of all divisions.

INTERVIEWS AND APPLICATIONS

Approximately 1,500 applications for positions have been received and the applicants interviewed personally by the Personnel Director during the past year. It is from these applications, which are carefully screened according to qualifications, that each prospective employee is considered for employment.

VACATIONS

In addition to the supervision of other benefits to which each employee is entitled, vacation leave requests are processed daily through this office. The ever constant control over these vacations is an all important duty within the Personnel Director's schedule. The cost of vacations paid to city employees during the past fiscal year amounted to \$333,684.00.

INJURED EMPLOYEES

The Personnel Director is a member of the Injured Employees Board and attends each meeting held throughout the year. Each injured employee's case is carefully investigated and a report of such findings is made at the succeeding meeting.

RETIREMENT

The Director of Personnel attends all meetings of the Retirement Board in an advisory capacity. Every application for extension of service in lieu of retirement is sent to this office for investigation.

Each applicant is investigated and after all factors are carefully weighed, a report is submitted to the Retirement Board for confirmation or rejection.

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