

CAROL GRANT
Chief of Operations

DAVID N. CICILLINE
Mayor



OPERATIONS DEPARTMENT

February 15, 2006

Anna M. Stetson
City Clerk
Providence City Hall

Dear Ms. Stetson,

With this letter are submitted the Annual Reports for the 2005 Fiscal Year prepared by the Department Heads of the following City Departments:

- Inspection and Standards
- Parks
- Planning and Development
- Public Works (Including Traffic Engineering)
- Recorder of Deeds
- Recreation
- Vital Statistics

As the women and men of the Departments demonstrated ably in Fiscal Year 2005, they have made measurable strides in strengthening the neighborhoods in Providence. Aided by the first-ever Resident Satisfaction Survey and the ongoing dialogue with the people we serve, the Departments oversaw the City's neighborhood investments, and built systems that will serve the City well into the future. They did all that strategic work while improving service in our core functions.

Some results are highly visible. More than 1,000 new street trees line our streets. An all-time record 7,759 permits were issued, reflected in small and large projects built in every corner of the city. Forty-three underutilized properties were sold, of which thirty-three are sites for new housing. And the big green cans of the semi-automated waste collection pilot are in use every week, serving households in Olneyville. Sackett Street and many other neighborhood parks have new facilities, and a new Japanese Garden offering tranquility in Roger Williams Park.

Other equally significant results are less visible. Significant upgrades at the hurricane barrier, the community partnerships built around the Providence After School Alliance, the new state of the art technology

IN CITY COUNCIL
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 READ
 WHEREUPON IT IS ORDERED THAT
 THE SAME BE RECEIVED
Anna M. Stetson CLERK

installed at Recorder of Deeds, the new processes and systems for code enforcement and traffic engineering are all strong investments that provide critical support for the City. These departments have all carried out foundation work in 2005 that will ensure success in meeting your long-term goals for the City.

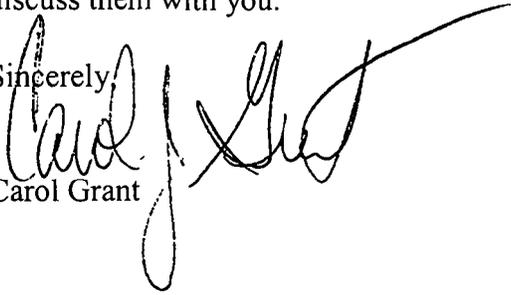
And while these key strategic initiatives have been implemented, the services delivered to our neighborhoods have seen measurable improvement this year. Reading through the reports, you will be reminded of improved parks maintenance, increased recreation programming, and more effective snow operations despite the third snowiest winter in history. You will see in the achievements of all Departments the evidence that we *did* work smarter, leaner, stronger, and we *did* serve the people of Providence better while doing so.

Finally, while we all focus on strengthening neighborhoods, the departments also support the imperative to grow Providence's economy. Some provide effective, increasingly predictable processes to help grow private investments and attract and retain jobs. Others provide the services to our existing businesses that help them thrive in commercial areas all through the City.

Working together with valued partners with City government and beyond, the people of the Operation Departments have all made great strides in the past year. We look forward to continuing to build on these successes.

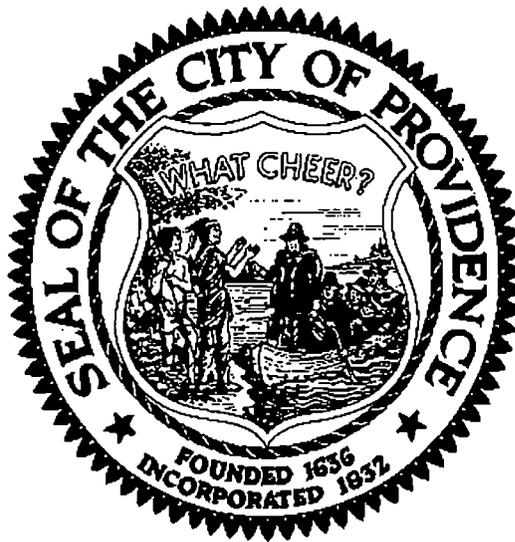
If you have any questions regarding any of the annual reports, the Department Heads will be glad to discuss them with you.

Sincerely,


Carol Grant

City of Providence Rhode Island

David N. Cicilline, Mayor



Department of Inspection and Standards

Annual Report

Samuel J. Shamoon, AICP, Director

August 31, 2005

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Mission Statement

The overarching goal at the Department of Inspections and Standards (DIS) is to achieve code compliant buildings in the City of Providence. There are three codes that must be enforced: the Providence Zoning Ordinance, the Rhode Island State Building Code and the City Minimum Housing Code. Everything that we do follows that basic goal. Code compliance implies logical or planned land use, structurally sound and hazard-free buildings, safe and decent housing. It follows also that code compliance promotes economic development. Buildings provide shelter for people to live, work, assemble, recreate and do all the things that society allows. A major part of our mission is working with people to achieve code compliance.

Department Overview

The Department of Inspection and Standards was established under the City of Providence Home Rule Charter. It is the responsibility of the Department of Inspection and Standards to enforce the Rhode Island State Building Code, the Providence Minimum Housing Ordinance, and the Zoning Ordinance. The department is divided into eight divisions: (1) Administration, (2) Structures & Zoning, (3) Plumbing, Drainage & Gas, (4) Electrical Installation, (5) Mechanical Equipment, (6) Boards of Review, Zoning and Building, (7) Code Enforcement, and (8) Prosecution.

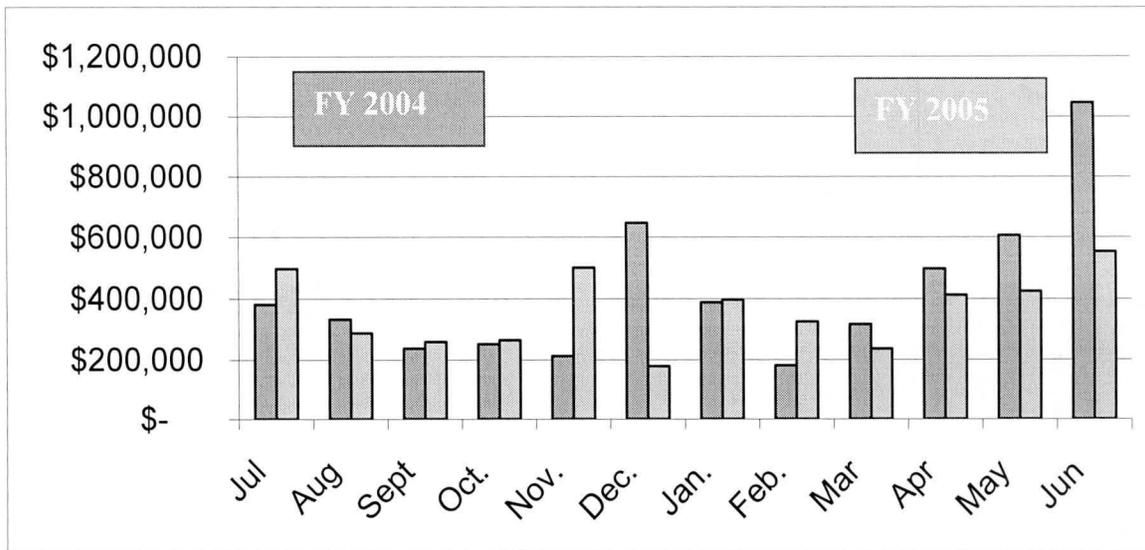
The City Charter mandate and requirements for the Department of Inspection and Standards are outlined in Section 1008. The function and responsibilities include:

- (a) *Functions and responsibilities.* The functions and responsibilities of the department of inspection and standards shall include the following:
 1. All inspection functions carried on by the city, including but not limited to electrical inspection, plumbing, mechanical inspection, gas and drainage inspection, building inspection, and minimum housing code enforcement and inspection;
 2. General administrative responsibility for the zoning board of review, the housing board of review and the building board of review, and the responsibility of providing to said boards necessary staff and professional assistance; provided, however, that the mayor, with approval of the city council, shall appoint a secretary who shall serve all three (3) boards at the mayor's pleasure;
 3. The duties and responsibilities imposed upon the city by state law relating to weights and measures, and the inspection and verification of weighing and measuring devices.

Improvements have been made throughout the department. The most important achievement during the fiscal year July 1, 2004 to June 30, 2005 is the continuing

increase in productivity in all the divisions. On a department wide basis, the number of permits processed and issued rose to an all-time high of 7,759 for all divisions. While this is a modest 4.6% increase from the previous fiscal year; it is reflective of the robust growth in the City's economy. From FY 2003 to FY 2004 the growth rate was 26%.

While the number of permits went up, the total revenue collected decreased by 8.8% from \$5,099,724 to \$4,651,910. The reduced revenue was unevenly distributed. The Structures Division, which accounts for 41% of all permits issued and 67% of revenue still grew by 11%. Nonetheless, the revenues still exceed projections, and more importantly, exceeds the departmental budget by almost two to one. And the \$4.6 million revenue vastly exceeds the FY 2003 collection that was under \$2.5 million.



Progress was seen in all the divisions. Each is described below

Administration

The Administration Division is staffed by support personnel who serve all divisions of the Department. The Director is responsible for all aspects of the Department including all matters dealing with personnel, budget, performance and internal controls. As Director, he also serves as the city's Zoning Enforcement Officer. The Department's Building Official's role is assure compliance with the Rhode Island State Building Code. The Building Official has jurisdiction over all building activity include all the functions of the Structures and Zoning Division, Mechanical, Electrical and Plumbing Divisions.

In terms of overall administration, there are 15 positions, most of who serve as support staff to the various divisions. They include the Administrative Coordinator who serves as assistant to the Director, payroll coordinator and purchasing clerk for all goods and services used by the Department. Also included is the Administrative Assistant to the Building Official, who also is responsible for recording and transmitting all fees, collected by the Department to the City Treasurer. Administration also includes the entire boards of review staff, including the Zoning Secretary, Zoning Assistant, Recording Secretary and Senior Department Clerk. The Structures Division has two clerks: a Senior Department Clerk and a Bi-Lingual Clerk. The Mechanical, Electrical

and Plumbing Divisions each have one clerk who assist the chiefs and carry out many administrative tasks. The Code Enforcement Division has two clerks who are both bi-lingual although one is a temporary position. Finally Prosecution has one Legal Secretary.

All support personnel contribute to the success of the Department even if their work tends to be less visible than field and desk inspectors. The clerks are valuable in keeping records, collecting fees, recording plans and answering phones.

A discussion of the divisions follows.

Structures and Zoning

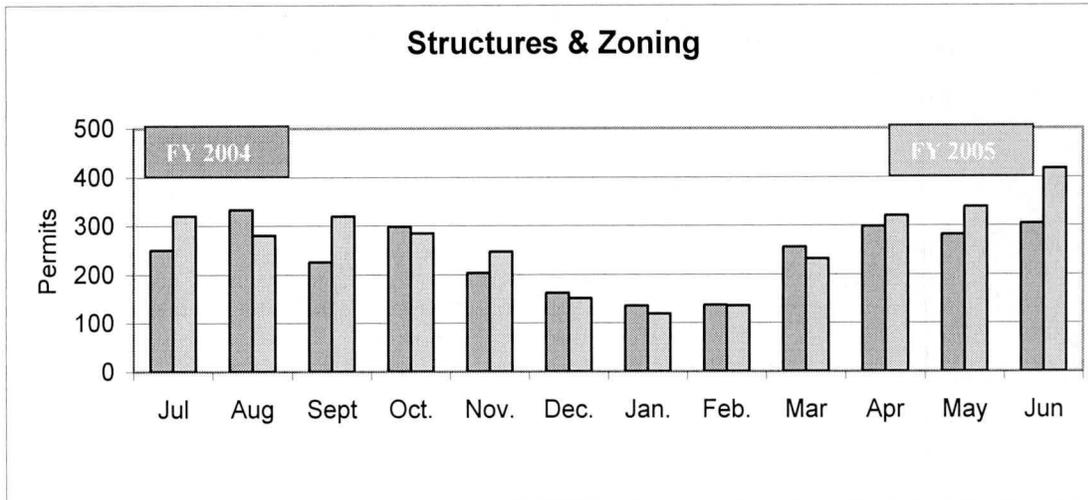
The Division of Structures and Zoning enforces the Providence Zoning Ordinance, and the Rhode Island State Building Code (most recently updated and amended in 2003) for new structures, additions, and alterations to existing structures. The inspection of schools, building fires, boarding and emergency demolition work are also the responsibility of this division. In addition the Division is responsible for issuing notices of violation (NOV) for any building that is found to have a zoning or building code violation.

It was noted earlier that the Building Official, Edgar Paxson is responsible for Structures and Zoning, Mechanical, Electrical and Plumbing. Structures and Zoning is the largest division and is supervised on a day-to-day basis by the Chief of Structures and Zoning who serves as the Alternate Building Official, in compliance with the State Building Code. Support staff includes a Supervisor of Structures and Zoning, an Assistant Supervisor of Structures and Zoning, Plan Reviewer, and field/permit desk inspectors.

The most significant improvement in FY 2004 was to revise the manner in which the public is serviced at the front desk. The Front Desk is an intake center for most applications. We have divided the types of permit applications from the simplest to the most complex. In that order, they are (i) siding and roofing – which can get same day service; (ii) 1 and 2 family houses – which requires both zoning and building code review; (iii) residential and commercial build out – primarily additions, require both zoning and building code review; (iv) complex structures – commercial and industrial, which require both zoning and building code review.

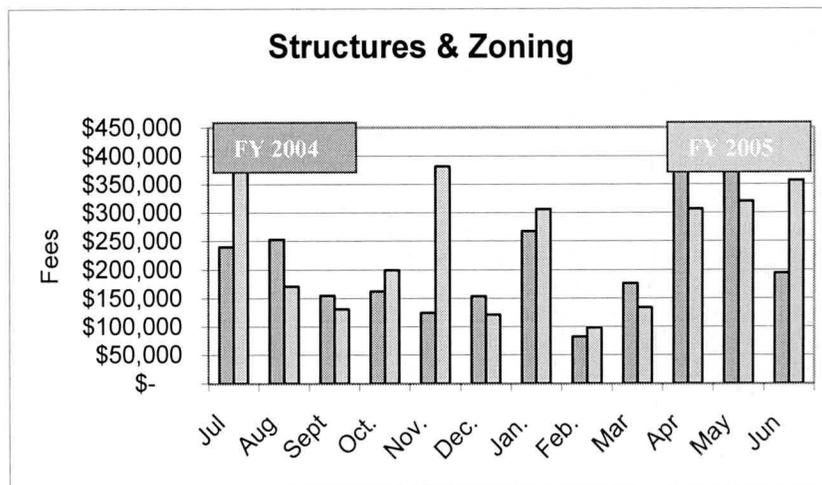
About 85% of applications take up to 15 business days to review. The desk inspector does a threshold check to make sure that the application is complete and all attached documents such as drawings, fire inspections, DPW, utilities and the like are in order. The applicant will be told that someone will contact her/him within that 15 business days.

The beginning of our review is for zoning compliance. If the project does not comply, the applicant is so advised to either cure the problem or seek relief, if justified. If there is zoning compliance, the application will be assigned to an inspector who will be responsible for the timely review and response. If all items are in compliance, the permit will be issued forthwith.



As illustrated above, the Structures and Zoning Division processed over 3,200 permits in FY 2005, which is almost 10% more than last year. It should be noted that the largest increases occurred in the summer months with a dip in December and January, and a very strong May and June. A change in leadership at the top brought in Peter Casale as the Chief who was instrumental in a very robust permitting season. Usually, the winter months are the slowest in terms of permit activity, but they picked up from March until the present.

Similarly, the Division collected \$2,918,971 in fees, which 11% more than last year. As with the permits, the Structures and Zoning Division saw the largest increase in fees in July, August and September of 2003, for similar reasons



as the increase in fees, as noted above. For the rest of the year, the increases did not match up with permits mainly because a few very large institutional projects were approved.

The Structures Division personnel attend training seminars under various building officials organizations. At the end of the fiscal year, the State adopted a new building code that is based on the model codes promulgated by the International Code Council (ICC).

Mechanical Division

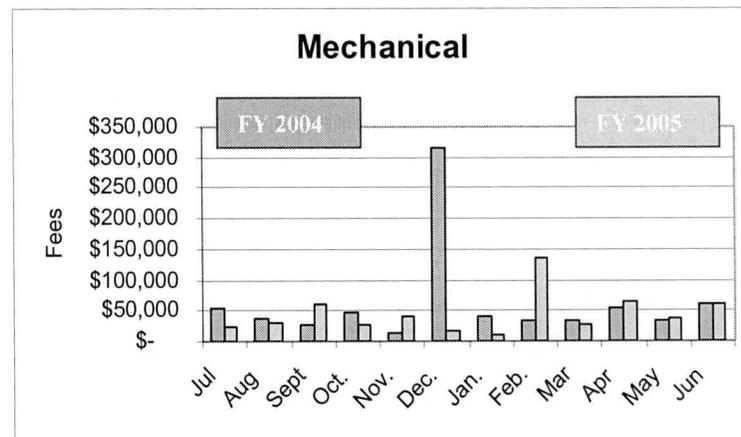
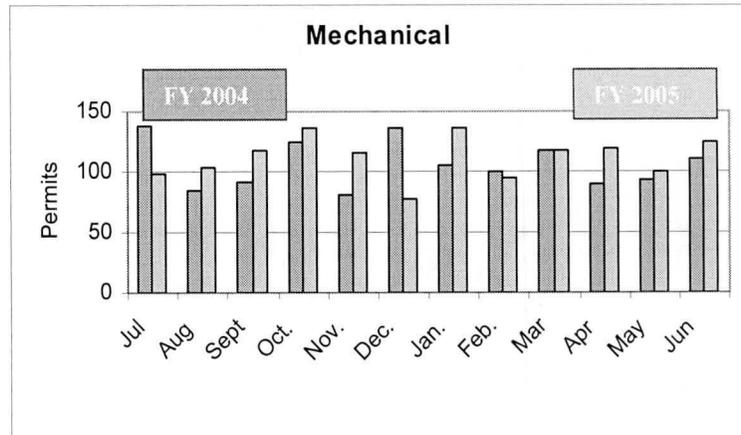
The Mechanical Division enforces the provisions of the 2003 IMC International Mechanical Code, the Rhode Island State Building Code, regulations pertaining to mechanical systems, and any rules, ordinances, and regulations pertaining to heating and cooling systems, ventilating systems, water heaters, process piping, boilers and pressure vessels, appliances using gas, liquid or solid barbecues, incineration's, crematoria, fire suppressive systems, and air pollution system in new structures, additions, and existing structures undergoing alterations.

The Mechanical Division is responsible for inspection of boilers and cooling systems. A Chief and two inspectors staff the Division. The Chief holds the title of Chief Mechanical Inspector and Chief Boiler Examiner. He is also chairman

of the state license board. The inspectors have continued their education with training seminars to stay abreast of the on-going growth in technology trades. The Division staff reviews plans for code compliance and meetings with engineers and contractors. The staff also must respond to emergency calls from the Providence Fire Department and Providence Gas. Sometimes an inspection may result in shutting off the gas supply to prevent fires and explosions.

The Mechanical Division issued 1,342 permits in FY 2005. On the revenue side, it collected \$535,269. The charts to the right and above, illustrate the activity in comparison with last year. The overall activity this year was less than last year, primarily because of an unusual spike in revenue in December 2003, that is attributed to Rhode Island Hospital's mechanical permits that month.

This past year, the Mechanical Department and the Providence Gas Co. have worked closely together. It was necessary to discontinue gas to (68) sixty-eight addresses for safety and/or health reasons. Once gas has been turned off the Providence Gas Co. will not turn it back on until the Mechanical Department has approved it. this means a licensed tradesman must draw a permit, repair the problem and call for an inspection.



The Providence Fire Department also works closely with the Mechanical Department. If they are unsure of a situation in a building they call for advise and we solve the problem together.

Electrical Division

The Electrical Installation Division enforces the provisions of the 2002 National Electrical Code, Rhode Island State Building Code, regulations pertaining to electrical systems, and any rules, ordinances and regulations pertaining to electrical systems in new structures, additions, and existing structures undergoing upgrading of electrical systems. In addition, the Chief Electrical Inspector has the responsibility for all street light installations, upgrades and replacements, and for the coordination of all city requests with the Narragansett Electric Company.

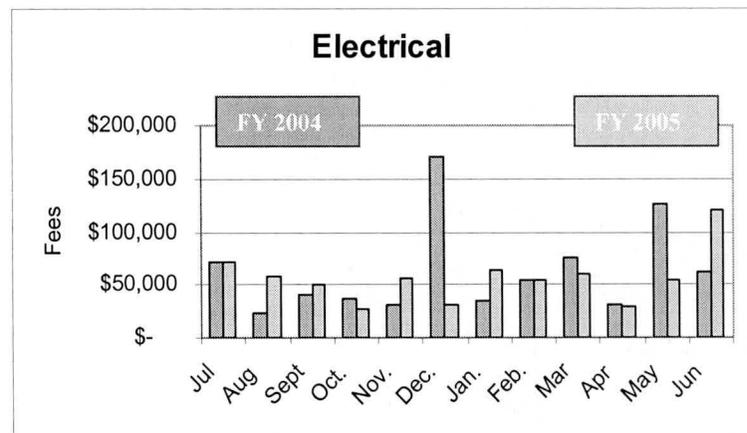
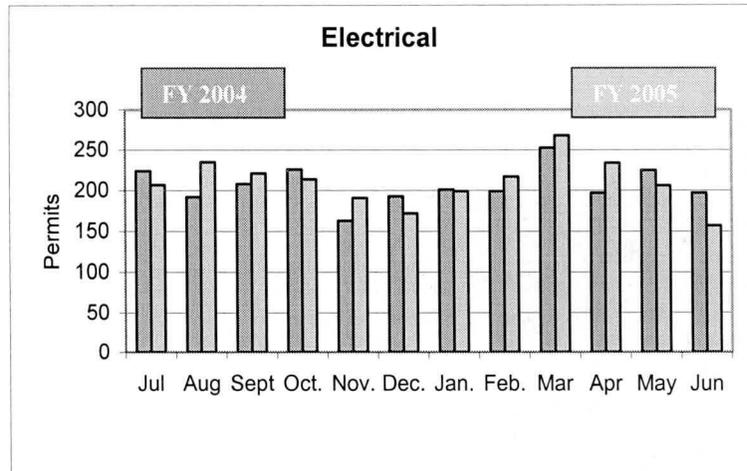
A Chief Electrical Inspector and three (3) electrical inspectors head the Electrical Division.

All three inspectors have an electrical contractor’s license, and one has a B license. (Journeyman). The Division makes inspections, responds to emergencies, including calls from Narragansett Electric and the Providence Fire Department. This Division has had steady growth this past year. The Electrical Division performed 6-8 inspections per day, per inspector. There are at least 8 violations per week.

Repeat inspections include 2 to 3 inspections for single family houses, 24 or more inspections for large housing complexes, high rise, hotel or office complexes. Each inspector spends about 4 hours a day in the field and about 2 hours in the office.

The division issued 2,521 permits this past year, an increase of 1.7% over the 2,478 permits issued in FY 04. Their revenue collection was \$679,641. As with Mechanical, the overall revenue was down, again due to the December 2003 spike.

In addition, the Division issued 74 Maintenance Permits in 2005. The Division works with Narragansett Electric, for



which there were 493 service requests. The Division issued 86 violation notices of which 35 were cleared with permits. The Division inspected 85 schools.

All inspectors have electrical contractors licenses. The Division performs 6-8 inspections per day, per inspector. Number of violations are at least 8 per week. Repeat inspections include: small house is 2-3; large housing complex is 24+; large high rise, hotel or office complex is 24+. Inspectors typically spend 4 hours in the field and 2 hours in the office.

Duties of Electrical Division Staff

Chief

1. Inspect downtown area, in particular and other areas, when needed.
2. Supervise the three (3) inspectors and clerk.
3. Meet with engineers or contractors in the office or job site.
4. Review electrical plans for large projects.
5. Authorize the installing of the power poles, telephone poles and street lights to Narragansett Electric.
6. Consult and meet engineers from Narragansett Electric for transformers and power to be installed in buildings.
7. Give advice to contractors on the current codes on installing of electrical equipment and wiring for same.
8. Meet with Fire Prevention or Arson Squad on job sites for life safety protection or try to find how a fire started if it was electrical.
9. Respond to trouble calls after hours or weekends, due to fires, water damage or auto accidents to private property.
10. Review and sign electrical permits and electrical violations.
11. Settle disputes between inspectors and contractors, if needed.
12. Attend a mandatory 15-hour code class on every new code change.

Electrical Inspectors Duties

1. At the beginning of each workday, the inspectors are in the office to take phone calls and make appointments with contractors, homeowners, fire department or project managers.
2. Inspectors are responsible for keeping their own permit and violation filing system.
3. Each inspector and the chief when inspecting job sites must check out:
 - a) Electrical service.
 - b) Internet wiring, both low voltage and standard voltage.
 - c) The number of lights installed.
 - d) The number of receptacles installed.
 - e) Switches installed.
 - f) Smoke detectors installed.
 - g) Grounding systems.
 - h) Electrical boxes used.
 - i) How materials were installed in a workmanship-like manner.
 - j) Door bell wiring, internal and phone wiring.

- k) Air condition wiring, boiler wiring.
- l) How wiring has been secured properly.
- m) Proper size wiring per NEC CODE.

Completed Inspection Criteria:

1. All devices are installed, including plugs, switches and lights.
2. Electrical panel breakers are complete and operational.
3. Boiler wiring complete and operational.
4. Air conditioning units are complete and operational.
5. All plugs, switches and plats are on.
6. Doorbells are working, phones are working.
7. Smoke detectors are up and running.

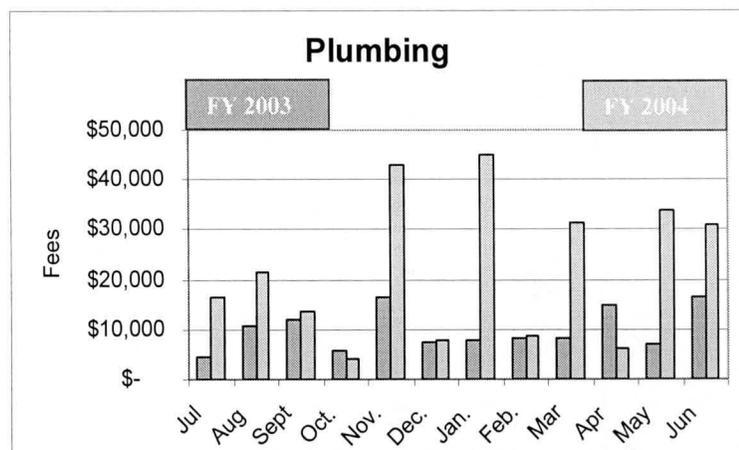
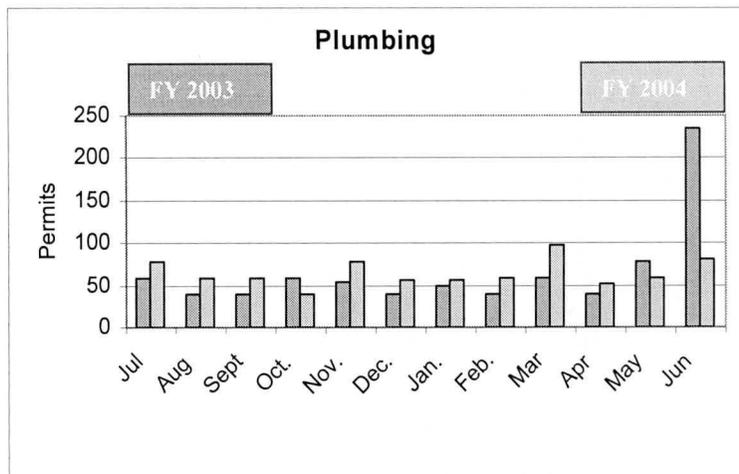
In addition, inspectors respond to trouble calls and write violation reports to send out to property owner and patrol area for persons doing electrical work without a permit and/or not having a license to do electrical work.

Plumbing Division

The Plumbing Division enforces the provisions of the International Plumbing Code 2003 which is embodied in the Rhode Island State Building Code regulations pertaining to plumbing, and any rules, ordinances, and regulations pertaining to plumbing systems, storm drainage, sanitary facilities, and water supplies in new structures, additions, and existing structures undergoing alterations. In addition, ICC/ANSI is used for handicap Code A 117-1-1998. The Chief of the Plumbing Division also has responsibility for issuing drain layers licenses.

The Plumbing Division is responsible for all plumbing inspections and issues plumbing permits. The Division also has to respond to emergencies. A three person staff has been reduced to two. The current Chief is on an extended leave of absence of his choice. Of the other two members, one serves as the acting chief.

The Division made modest gains this past fiscal year.



The overall volume of permit applications is less than the other divisions. In FY 2004, they processed 779 permits, actually 1.89% fewer permits than the previous year. This was in part that an uncharacteristically high number of permits was processed in June 2003 that boosted the previous year's total. That month 236 permits were processed by a division that gets less than 100 each month.

The Division's fees presented another story. They increased fee collection by 120%, going from \$119,537 in FY 2003 to \$263,084 in FY 2004.

In the Fiscal Year of July 1, 2004 – June 30, 2005, the Plumbing Division issued 12 Violations and 2 violations have been closed out. The Plumbing Division issued approximately 50 Drain Layer Licenses.

Minimum Housing – Code Enforcement.

The Minimum Housing Division is responsible for enforcing the City's Minimum Housing Code, Chapter 13 of the Code of Ordinances. The ordinance makes the following statement of policy in Sec. 13-3:

“It is hereby declared that there exists in the city numerous dwellings, and dwelling premises and structures which are substandard in one or more important features of structural safety, sanitary facilities and maintenance, and healthful occupancy and hot water facilities; and that these conditions together with the inadequate provision for light and air, insufficient protection against fire, unsanitary conditions, lack of proper heating, overcrowding of dwellings and structures, deterioration and disrepair of dwellings and structures and dwelling premises and the occupancy of unfit dwellings and structures, endanger the health, safety, morals, and general welfare of the community, and give impetus to the continuation, extension and aggravation of urban blight and decay. It is further declared that the establishment and enforcement of minimum standards for dwellings, dwelling premises and structures, and the rehabilitation of housing are essential to the public health, safety, and general welfare.”

The code is far reaching in that every portion of a structure or of a building or its premises used or intended to be used for and dwelling purpose or other purpose shall comply with the minimum housing code, irrespective of when such building or structure was constructed, altered or repaired; and irrespective of any permits or licenses which had been issued for the use or occupancy of the dwelling. The chapter establishes minimum standards for the initial and continued occupancy of all dwellings and structures.

The inspectors who enforce the minimum housing code are empowered to inspect any dwelling and issue notices of violation to property owners to compel them to correct the violations. The enforcement tools include recording liens against the properties that are lifted only after the violations are corrected.

This division must be reorganized along the lines of a systematic inspection schedule rather than the complaint-response that is now the case. We must concentrate our resources on those houses and parts of the city that are most at risk. Violations and swift

adjudication in the courts is key to making this happen. To assist the needy, the city must be prepared with it's housing programs to cooperate and work with us to make these houses code-compliant.

During the last fiscal year, the Division of Code Enforcement has undergone a complete transformation. In order to accomplish this task, records dating back decades had to be manually reviewed to determine viability. This was a necessary starting point. The enormity of this project should not be understated. New systems were formulated and reformulated to establish best practices. As the Housing Court mandated new procedures, our ability to adapt and adjust was challenged. The teamwork and cooperation of a limited staff kept the daily operation flowing. The following statistics will serve as a baseline to measure our accomplishments as we move forward. The ability to gather more detailed data i.e. tracking will be in place as our computer system is customized to meet our needs. This project is in the works. This year's accomplishments have established a solid foundation to build on as we move forward to ensure the public health and safety and maintain the City's housing stock in conjunction with the Mayor's Strategic Plan.

COMPLAINTS FILED and ANSWERED (available data 2/16/05 - 6/30/05) --- 373

NOTICES ISSUED (6/30/04 - 6/30/05) -- 1,309

INDIVIDUAL VIOLATIONS -- 6,901

FILES SORTED & REVIEWED --- 50,000 +

CASES REFERRED TO COURT --- 87

ACTIVE FILES --- 688

Zoning Board of Review.

The Zoning Board of Review is the body empowered by City Charter and the State Zoning Enabling Act to hear and decide upon cases where the strict enforcement of zoning provisions would create hardships of varying levels. The Board can grant relief in the form of dimensional variances, where the hardship suffered by the property owner would amount to more than a mere inconvenience. In cases involving variances from the use of the permitted use in the zoning district, the Board must find that the hardship suffered would deny the property owner all beneficial use of the property if relief is not granted.

The City Charter describes the Zoning Board as follows:

“There shall be a zoning board of review of five (5) members and one auxiliary member who shall sit in the absence of one of the regular members, all appointed by the mayor with the approval of the city council for five-year staggered terms, such terms to be so arranged that the term of one member shall expire each year for five (5) successive years, the

auxiliary member also to serve for a five-year term. The city council shall provide by ordinance for the organization and procedures of the board. The board may, in appropriate cases and subject to appropriate conditions and safeguards, make special exceptions to the terms of the zoning ordinance in harmony with its general purpose and intent and in accordance with general or specific rules therein contained, or where such exception is reasonably necessary for the convenience or welfare of the public.”

The current Board is chaired by Sandra Carlson. The Vice Chair is Arthur Strouther. Other members include veteran member Anthony Carturo and two newly appointed members Scott Wolf and Daniel Varin and auxiliary member Andrea Underwood. The Department of Inspection and Standards staff is required by Charter to provide staff services to the Zoning Board. The Director is also the zoning enforcement officer and can grant modifications in accordance with the Zoning Ordinance. The principal staff members are a Zoning Secretary, Zoning Assistant and Recording Secretary. The Director, Building Official and Zoning Board staff routinely attend Zoning Board hearings, as does legal counsel.

The Board works very hard to hear cases on a timely basis. During the last fiscal year, the Zoning Board heard 122 cases. The table below lists the cases by month.

Zoning Board of Review Meeting Dates	Cases
August 3, 2004	18
September 13, 2004	14
October 12, 2004	10
November 17, 2004	12
December 7, 2004	7
January 11, 2005	8
February 15, 2005	7
March 8, 2005	9
April 12, 2005	12
May 10, 2005	12
June 14, 2005	13

Building Board of Review

There shall be a building board of review of five (5) members appointed by the mayor with the approval of the council, one of whom shall be a licensed civil engineer, one a licensed architect, one a licensed mechanical engineer, one a licensed electrician, and one a qualified builder. All of the said members shall be appointed for five-year staggered terms, such terms to be so arranged that the term of one member shall expire each year for five (5) successive years. The city council shall provide by ordinance for the

organization and procedures of the board. The board shall hear, pursuant to the provisions of state law, appeals relating to the enforcement of the state building code.

Building Board of Review Meeting Dates	Number of Cases
July 2004	10
August	8
December	10
February 2005	9
April	3
May	9
Total number heard	49

Providence Parks



Annual Report/Fiscal Year 2005

Providence Parks Department

Board of Park Commissioners

Mayor David N. Cicilline, Chairman

Councilman Patrick K. Butler

Ms. Elizabeth Gordon-Martin

Ms. Jill Jaffe

Mr. John Kelly

Dr. John McCray

Councilman Peter S. Mancini

Superintendent of Parks

Alix R. Ogden

**Providence Parks Department
Administrative Offices
Dalrymple Boathouse
Roger Williams Park
Providence, Rhode Island 02905**

401-785-9450

Providence Parks Department

Annual Report

July 1, 2004 – June 30, 2005

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1.0	Neighborhood Parks
2.0	Roger Williams Park
3.0	Citywide Park Facilities
4.0	Trees

1/Neighborhood Parks

Neighborhood Parks: *By the Numbers*

25	Providence neighborhoods
112	Neighborhood park spaces*
60	Playgrounds
8	Water parks
27	Baseball fields
22	Softball fields
8	Soccer fields
37	Basketball courts
22	Tennis courts
1	Community boating facility
14	Walking tracks

* Includes park spaces in the Downtown neighborhood

What's New: *Maintenance Reorganization*

The Grounds Maintenance Division of the Providence Parks Department was re-organized in 1982 and did not change in organizational approach for 23 years, despite the addition of new parks to maintain, staff attrition, and new maintenance requirements for neighborhood parks. A new re-organization of neighborhood park maintenance was implemented in the spring of 2005 to provide better service to neighborhood parks and its users.



Under the direction of **Beth Charlebois**, the new Director of Neighborhood Park Services, neighborhood park maintenance is now divided into crews that service the North side of the city, headed up **Tom D'Amore**, and the South side of the city, headed

up by **Bob Rastelli**. In addition, there is now a separate crew to exclusively maintain the small park spaces (generally less than a half acre in size), which allows the large park crews to spend less time on the road going from park to park. **So far, frequency of service to neighborhood parks has increased significantly from the prior year. Small parks are serviced once a week, ball field grass is cut once every 10 days, park barrels are emptied at least once a week, and other neighborhood parks are cleaned once every 10-16 days.**



The **Ballfield Crew** and the **Central Maintenance Crew** (repair of playgrounds, fencing, lighting) also now report to Beth Charlebois, providing the Parks Department with better coordination of neighborhood park maintenance efforts.

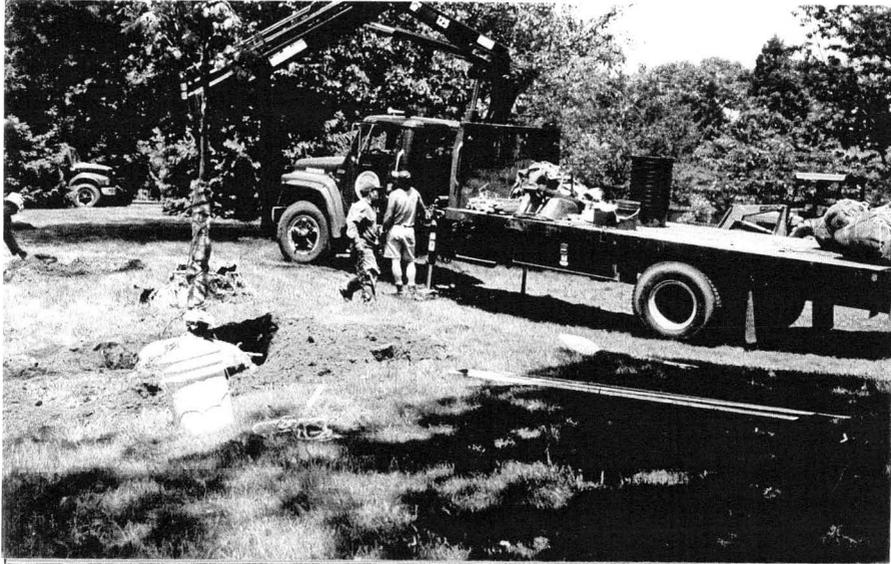
What's New: *Neighborhood Park Improvements*



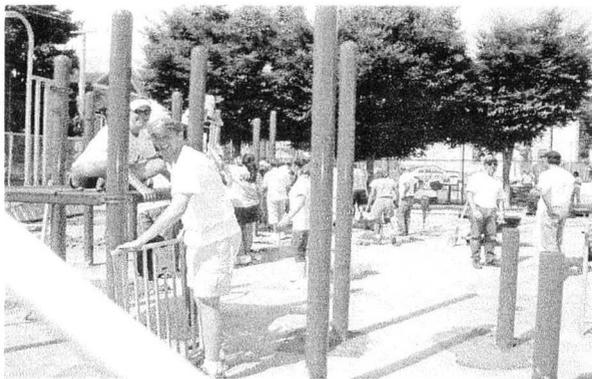
The following neighborhood parks received improvements in the past year:

- **Jacqueline Clements Park**—A new gateway park space was created in Upper South Providence under the guidance of **Councilwoman Balbina Young**. The lighted park features a fountain and landscaped areas to relax.

- **Blackstone Boulevard**—With funding assistance of the **Friends of Blackstone Boulevard**, this popular walking area received over a 100 new trees and shrubs.



- **Pearl Street**—This south side park was completely renovated with the help of the **RI Hospital Injury Prevention Coalition** and the All State Insurance Foundation. Work was done by Parks crews and volunteers.



COMMUNITY BUILD, September 2004

Sackett Street Park—The existing water park was expanded with several new spray features and new climbing structures were added to the playground. Much of the water park work was done by the Parks Central Maintenance Crew.



Other neighborhood park improvements completed last year included:

- **Lippitt Park**—New play equipment and benches added
- **Billy Taylor Park**—Picnic tables installed.
- **General Street Park**—New basketball units installed.
- **Prospect Terrace**—New large trash receptacles added.
- **India Point Park Playground**—Neighborhood tile mural completed.
- **Donigian Park**—New playground added with the help of “Kaboom” Foundation and Woonasquatucket River Watershed Association.
- **Jennifer Rivera Memorial Park**—Former Niagara Street Park renovated and re-dedicated.

What's New: *Neighborhood Performing Arts Programs and Special Events*

This past year saw an incredible amount of local performing arts talent showcased in Providence neighborhood parks. From opera to drumming to dance to storytelling to gospel music to circus performances—it all happened in neighborhood parks.

“Art holds the power to create a shared cultural language, to connect communities, and to transform the urban environment.”

Mayor David Cicilline



The increased performing arts programming in neighborhood parks was a collaboration of the Parks Department and the Department of Art, Culture & Tourism. Funding was supplied

by both departments and Parks staff also assisted in site logistics for the events which were held.

Art, Culture & Tourism and the Parks Department continued its collaboration with another successful summer long series of concerts at Water Place Park last year which drew over 20,000 spectators.

The City-sponsored performing arts programs last year were supplemented by an amazing amount of arts and festival programming held by neighborhood groups. Last year, 150 permits were issued for group events in Providence parks. Some of the largest events last year were the following:

Providence Park Festivals	
Event	Park
Cape Verdean Festival	India Point Park
St. Ann's Feast	Hopkins Square
Dominican Festival	Roger Williams Park
Puerto Rican Festival	Drummond Field
Mayor's Day in the Park	Roger Williams Park
30 th Park Anniversary	India Point Park
W. Broadway Neighborhood Festival	Dexter Training Grnds.
Mt. Hope Neighborhood Festival	Billy Taylor Park
Mt. Pleasant Neighborhood Picnic	Pleasant Valley Pkwy.

The Providence Recreation Department also plays a key role in bringing neighbors to together in neighborhood parks. Neighborhood cookouts, which often featured a local DJ, were held in several neighborhood parks last year.

***Special Thanks to our Partners
Who Provide Youth Athletic Opportunities In Providence Parks***



Athletic Field Permits—Recreation Department

Summer Basketball Leagues—Recreation Department

**Little Leagues—Fox Point/East Side, North End/Wanskuck, Elmhurst, Mt. Pleasant, Silver Lake/Olneyville,
Elmwood, South Providence-Washington Park, Cal Ripkin**

Babe Ruth Baseball—Providence Babe Ruth

Pre-Teen Football—West Elmwood Intruders, Mt. Hope Cowboys, South Side Saint, North End 49ers

Soccer—Capitol Youth Soccer

Boating—Community Boating of Providence

2/Roger Williams Park

New Park Program Manager

As part of the re-organization of the Parks Department's maintenance efforts, **Joe Salem**, formerly Director of Grounds Maintenance, was appointed Roger Williams Park Program Manager this past spring. He will be responsible for overall maintenance of the Park and for coordinating the use of Park facilities.

Museum of Natural History & Planetarium

The Museum of Natural History and Planetarium is responsible for the curatorial care of 250,000 natural history artifacts from all over the world. In the past year, for example, new acquisitions were curated, including a 19th century herbarium that was donated to the Museum. The Museum is Rhode Island's premier informal science education facility, serving over 20,000 visitors in the past year, who experienced exhibits, planetarium shows, and out-of-school programs.



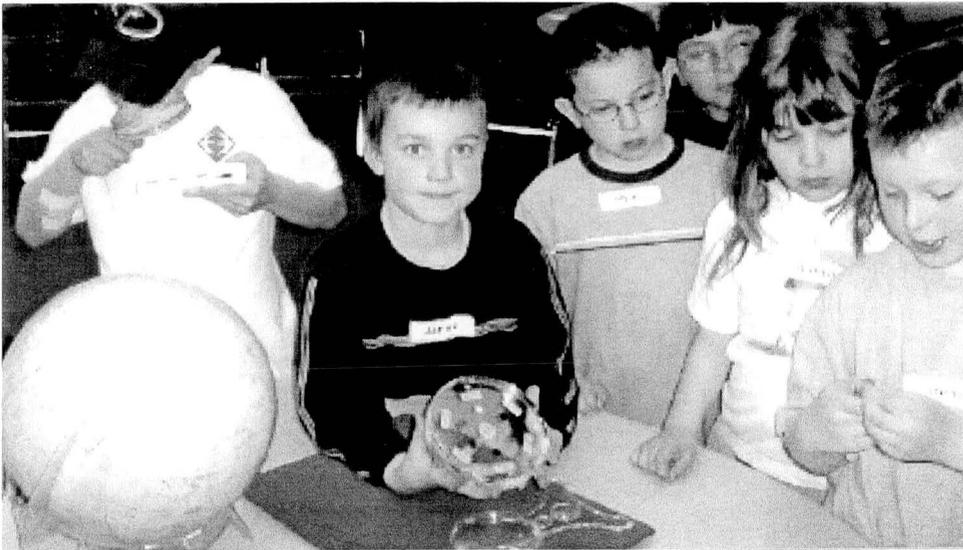
Under the guidance of Museum Director **Tracey Keough**, a small but dedicated Museum staff also provided teachers from throughout the area hands-on workshops to enable them to provide natural history programs in the classroom. Topics included space science, earth science, and life science. These teacher professional development programs are accredited by the RI Department of Education.

Community-based, out-of-school programs for elementary school children included Curious Kids, Space Camp, Girls All Stars, and Girl Scout Badge earning programs. These successful programs position the Museum well to offer stimulating experiences in the Providence After School Alliance.

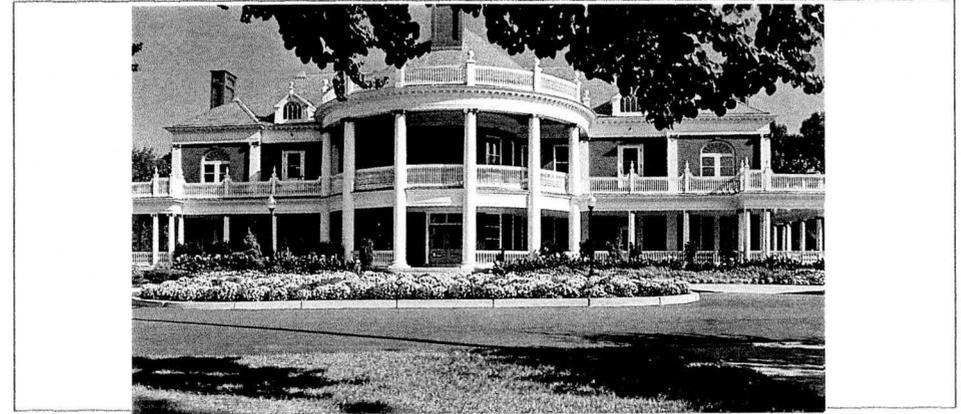
In addition to the Museum's permanent exhibits, the Museum showcased several rotating exhibits in the past year. Noteworthy exhibits included:

- **The Magic Web**—in collaboration with the Smithsonian Institution
- **From Observation to Illustration**—a partnership with the Guild of Natural Science Illustrators
- **Discovery in a Land of Plenty**—highlighting the journey of Lewis and Clark

The Museum continued in the past year to strengthen its relationship with Brown University. One highlight in the past year was "**Space Adventure Weekend**" which also was a collaboration with the Kennedy Space Center. Over 500 people participated in family activities, such as crater making and viewing moon rocks and meteorites. Astronaut Lawrence Young, a NASA payload specialist, participated in the program and talked about Mars.



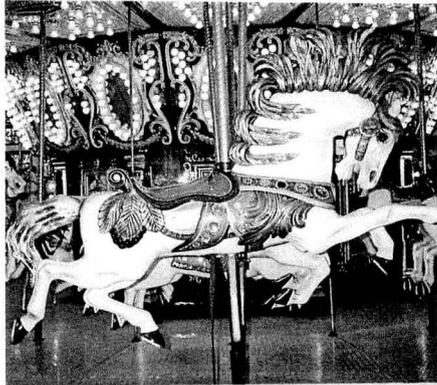
Roger Williams Park Casino



Built in 1896, the Casino in the past year continued to be one of the area's prime venues for weddings, fundraisers, and special events. Under the direction of Facilities Coordinator, **Heather Manning**, the Casino hosted 180 events last year and earned revenues totaling approximately \$260,000. For the first time in ten years, rental fees were increased to keep in line with the marketplace and to also develop escrow funds for Casino renovations. The facility needs lots of "TLC" after years of heavy use. In the coming year a five-year schedule of renovations will be developed.



Carousel Village



Carousel Village, one of the Park's favorite attractions, is under a new lease agreement. The Parks Department went out to bid last spring for a new operator and **CLM Park, Inc.** won the bid and will be operating the facility for the next five years. New outdoor rides and expanded food concessions are being implemented.

The Zoo

This past year was a significant year for the Zoo and its long-term relationship with the City. A new ten-year Management Agreement between the City and the RI Zoological Society was signed which replaces one developed in 1989.

Under the new Zoo Agreement, the Zoo Society is responsible for overall Zoo management and strategic planning, while the City will continue to provide Zoo Keeper position, pay for utilities, and

retain ownership of the Zoo animal collection. The agreement was negotiated by a Zoo Working Group which consisted of Park Board members, the Zoo Director, the Superintendent of Parks, Park Board members, Administration staff, and the Council Auditor.

"The partnership that has made our Zoo such a model of excellence is now stronger than ever before."

Councilman Peter Mancini

Over the course of the first ten years of the Agreement, the City will save \$1.6 million. The Zoo Society will also have increased flexibility to generate more revenue in the area of concessions and through admissions. This will help the Zoo Society to significantly increase the investment in Zoo capital improvements to support the Zoo Master Plan.

Exhibits & Births

In terms of exhibit development in the past year, the Zoo under the direction of **Zoo Director Jack Mulvena and Director of Operations Ron Patalano**, completed the expansion of the Giraffe exhibit area, offering visitors expanded views of this popular Zoo attraction. A new Elephant Exhibit, featuring a much larger elephant exhibit area and an expanded holding building was designed last year and construction will start in 2006.

The stork was busy at the Zoo this year! Several exhibits featured new arrivals, mostly notably three red wolf pups (an endangered species), two aoudad lambs, and a new zebra colt "Mikey" (son of Samantha and Zeke).

For the first time in five years, the Zoo brought back its nationally famous **Dinosaur Exhibit** this past spring. Dino detectives of all ages are enjoying this exhibit which has attracted visitors even at night for "Dinos at Dusk".



Unfortunately, one of the sad experiences this past spring was the passing of the Zoo's beloved polar bear Trixie. She will be missed by staff and Zoo visitors alike.



Education

The Zoo's award winning education program was very active in the past year under the leadership of **Shareen Zaki**.

EDUCATION PROGRAMMING

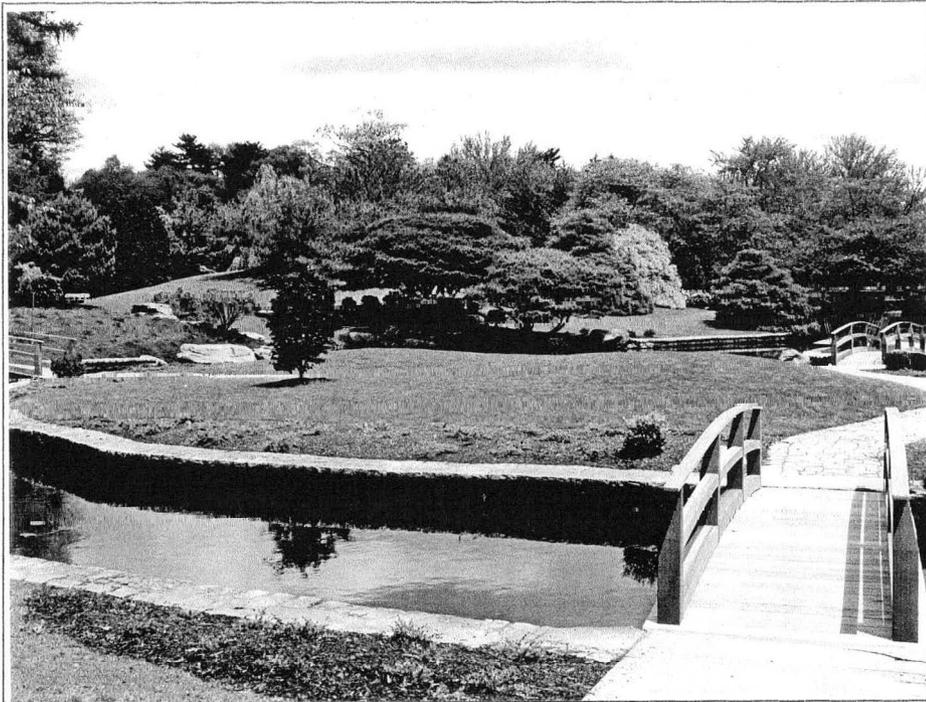
Preschool	1,672 participants
After School Programs	357 participants
Wild Tales Programs	327 participants
Family Programs	595 participants
On-grounds Tours	857 participants
Scout Programs	519 participants
Overnights	1,359 participants
Zoomobile Outreach	12,000 participants; 402 programs
ZooCamp/Travel Camp	850 participants
<i>TOTAL</i>	<i>18,536 participants</i>

GENERAL FIELD TRIPS

Overall Groups	66,392 participants; 1,302 groups
Providence School Groups	5,501 participants; 105 groups



The Japanese Garden



The rededication and reopening of the Japanese Garden was held on May 20, 2005 after being closed for nearly a year for the restoration. The project was funded by the Quinque Foundation. The Quinque Foundation grant funds were designated for the restoration of the Japanese Garden and tree planting in Roger Williams Park with a total of \$219,500 expended on the Japanese Garden Project. Both private contractors and the parks department staff, under the direction of **Jim Shepard**, worked collaboratively to complete the project.

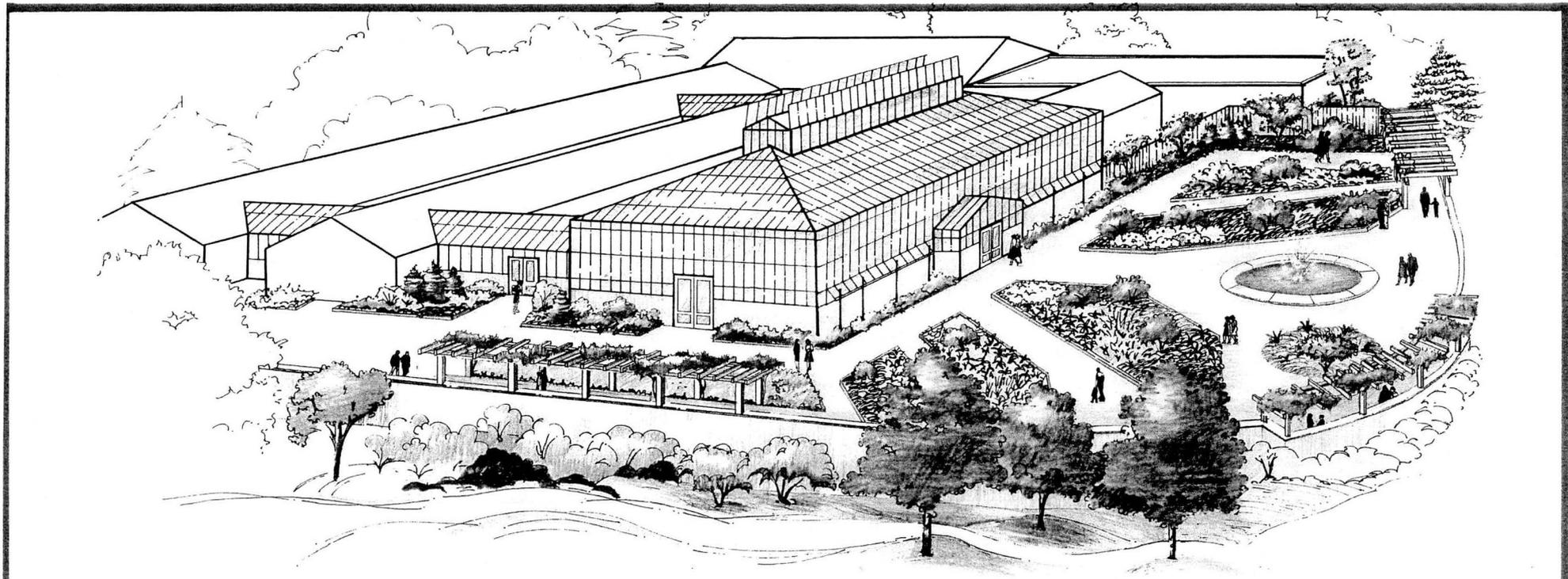


The overall restoration goal for the garden was to retain the character of the existing garden, however improve visitor safety, pedestrian circulation, replant significant trees, establish lower maintenance plantings and improve the Japanese aesthetic of the garden. The renovation included demolition and reinstallation of a cobblestone walk, lead abatement of the existing steel bridges, fabrication and installation of wood bridge railings, boulder placement, site work, planting, bench installation, fence installation and watering. The project was managed and designed by **Mary Ellen Flanagan**.

The Botanical Gardens

After more than a year of “going back to the drafting table”, Park staff members, under the leadership of **Fred Holman and John Izzo**, have developed a revised plan for the new Roger Williams Park Botanical Gardens. The new plan is expected to cost about \$7 million and will focus on education and community programs.

Construction on the utility phase of the work is expected to begin this fall and construction on the new facilities, which will include a new conservatory, new education building, and renovated existing greenhouses, is expected to be underway in 2006.

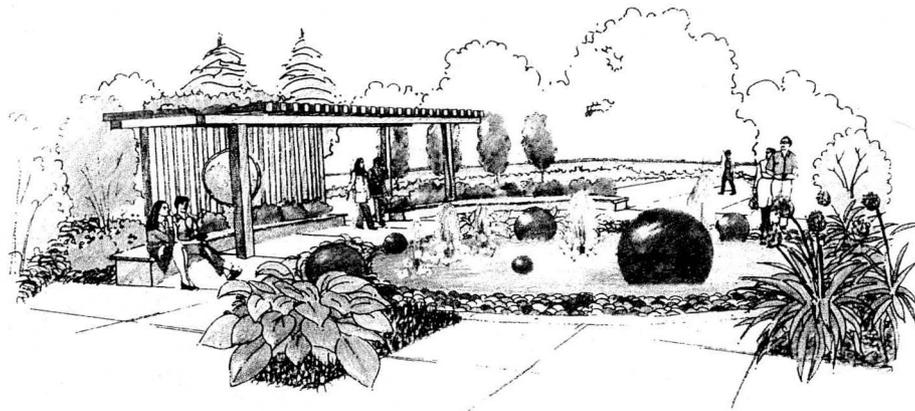


New Conservatory Perspective

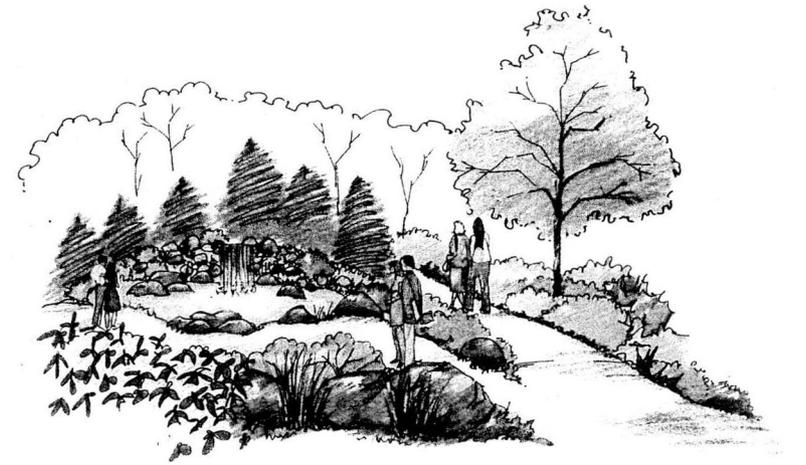
Project:
Roger Williams Park Botanical Center

Prepared by:
Providence Department of Parks
Roger Williams Park
Providence, Rhode Island 02905

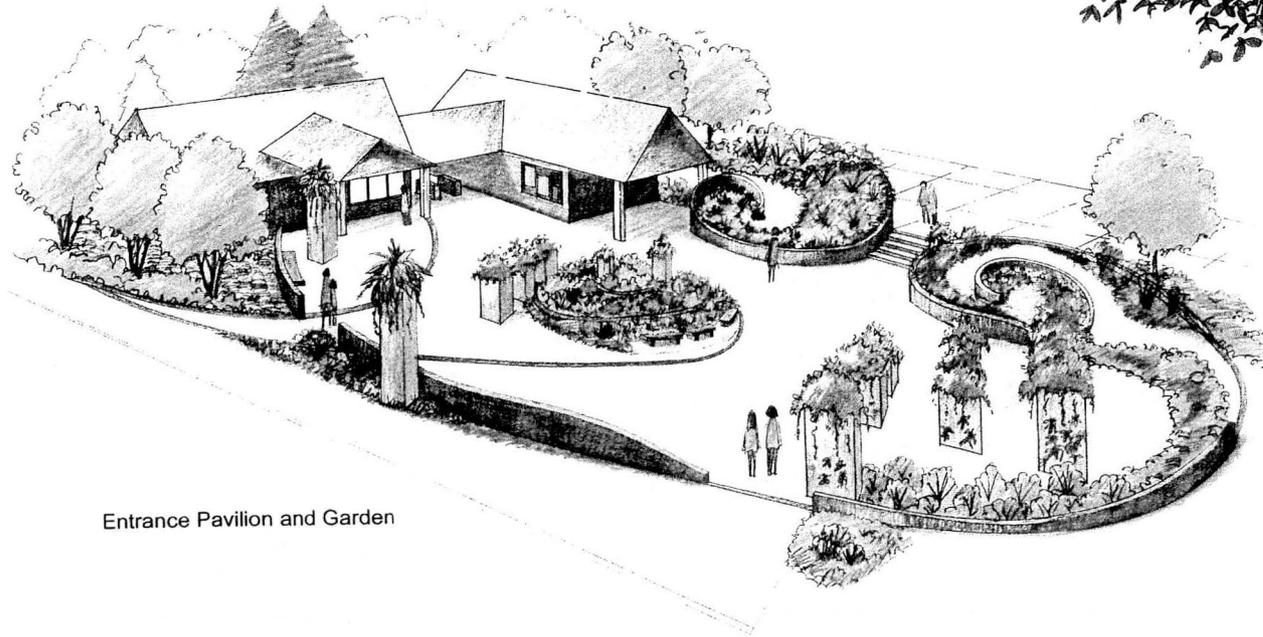
David N. Cicilline - Mayor
Alix R. Ogden - Superintendent of Parks



Terrace Water Feature and Garden



Woodland Entrance Walk and Water Feature



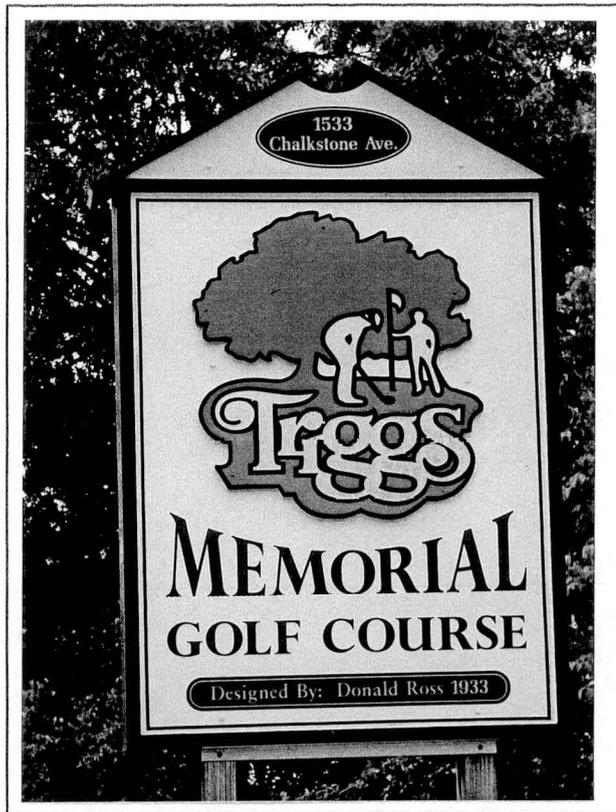
Entrance Pavilion and Garden

Garden Perspectives

Project:	
Roger Williams Park Botanical Center	
Prepared by:	David N. Cilline - Mayor
Providence Department of Parks	Alex R. Ogden - Superintendent of Parks
Roger Williams Park	
Providence, Rhode Island 02905	

3/Citywide Park Facilities

Triggs Memorial Golf Course



Located in the Mount Pleasant neighborhood, Triggs is operated for the Parks Department under a long term lease by **FCG Associates**. The lease revenues provide an annual revenue stream for the Parks Department that is used for capital improvements and major maintenance projects exclusively for neighborhood parks. In the past year, about 43,500 rounds of golf were played at Triggs.



In addition to major club tournaments, several RI and New England tournaments were held last year, including the New England Intercollegiate Championship and the RI Public Links Championship.

North Burial Ground

One of the largest municipally owned and operated cemeteries in New England, the North Burial Ground (NBG) dates back to 1700 when the first burial took place. The cemetery grew in the 19th century from 45 acres in size to its present 109 acres. Almost 100,000 people are buried here and there are upwards of 30,000 gravestones. In the past year there were 203 interments at NBG.



The gravestones provide a unique glimpse into Providence history and its culture. Amidst the rolling hills of NBG, there are thousands of stories of Providence immigrants, of families who sacrificed loved ones for this country, and of families decimated by sickness and disease.

Because of the number of gravestones and their closeness to each other, grass cutting operations in the cemetery are daunting. In addition to a year round staff of 11 workers, headed by **Tom**

D'Amore, staff at NBG in the past year was supplemented by up to 6 seasonal workers. NBG maintenance is funded by city funds and by a perpetual care fund.

Major capital improvements in the past year included \$250,000 worth of road and drainage improvements in the southwestern part of the cemetery and the planting of 40 large new trees along the North Main Street grass hillside.



A North Burial Ground Master Plan is being developed by Bradford Associates and will be completed in 2006. It will guide future capital improvements in the cemetery. The Plan will also address the significant issue of gravestone restoration in NBG. There is a significant backlog of damaged or deteriorating gravestones, mostly from the 18th and 19th century, that need repair. The repair challenge is complicated by the scope of the problem and skills needed to do the job.

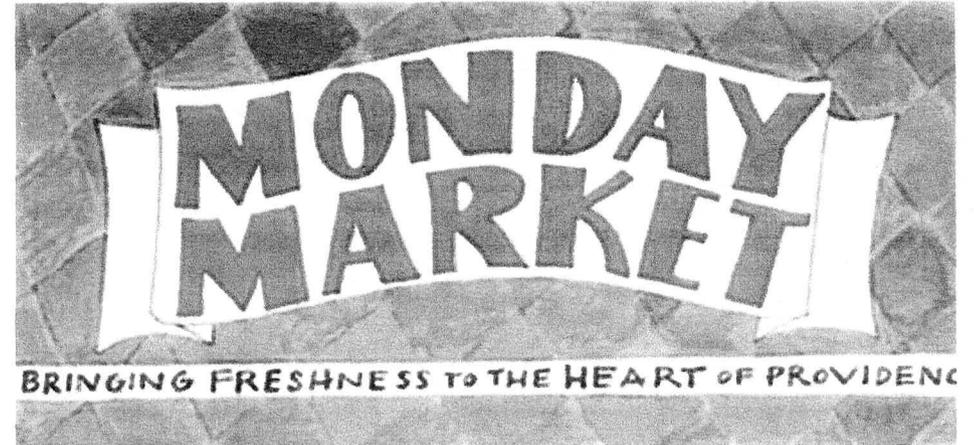
Bank of America City Center



Formerly the Fleet Skating Center, this popular facility experienced significant change in the past year. A new operator, **Rink Management Services**, took over operations in December, 2004. The goal of the new firm and the Parks Department is to bring the facility back to profitability last experienced in 2002. This past ice skating season did not see significant new revenue increases, but over 31,000 skaters enjoyed smooth outdoor ice in a beautiful downtown setting.

The new name, of course, is also a major change and reflects the acquisition of the former Fleet Bank by the Bank of America. And the new moniker “City Center” signals the transition from a seasonal ice skating center to more of a year-round recreational and entertainment venue. New events are being booked at the Center in

the coming year, including family concerts, non profit group fundraisers, and community festivals. In the past year this transition began with new events. One of the new attractions is a weekly farmers market, dubbed Monday Market, which runs from 1 PM to 6 PM every Monday. It is sponsored by **Farm Fresh Rhode Island**.



A second new event series at the Center is roller derby which began on May 1 with “Mayday Mayhem” and featured the Providence Mob Squad and the Sakonnet River Rats. Women’s roller derby, a sport once popular in the 1940’s and 1950’s, is beginning to take hold in several cities and fan support for **Providence Roller Derby** is growing. Matches, or bouts as they are called, are scheduled at the Center through October.



4/Trees

New City Forester On Board

In June, **Doug Still** from New York City took the reins as the new Providence City Forester. His appointment by **Mayor Cicilline** culminated a 6 month search process that was spearheaded by a search committee headed by Deming Sherman.

Doug, a graduate of the Penn State graduate forestry program, comes to Providence after several years in New York City where his last responsibilities included the management of the City's tree planting program which planted upwards of 10,000 trees per year. Doug replaces long term Providence City Forester John Campanini who retired in September, 2003.

"Street trees are crucial in enhancing the quality of life in Providence. I am looking forward to working with the tree community in Providence to increase our tree population and to create a healthier urban forest."

City Forester Doug Still

Doug will concentrate initially on increasing the number of street trees planted in the City while working with the Providence Neighborhood Planting Program; managing the oversight of private development tree planting; updating the City's street tree inventory program; and developing a Downtown Tree Management Program.

Forestry Operations



The fourteen member Forestry Division is supervised by **Louie Bobola**. Utilizing two bucket trucks, a stump grinder, and three other trucks, Forestry is responsible for the care of 30,000 street trees in Providence, as well as all of the trees in 112 Providence parks. The division removes dead trees, prunes trees, grinds stumps,

and responds to resident requests for branch removal. Despite not having one of its bucket trucks for 5 months in the past year due to an accident, Forestry had a phenomenally productive year as seen below:

TREES SERVICED BY FORESTRY IN FISCAL YEAR 2005			
	<u>City Crews</u>	<u>Private Contractor</u>	<u>Total</u>
Tree Removals	1,070	187	1,257
Trees Pruned	1,129	---	1,129
Stumps	353	221	554
Misc. Citizen Requests	391	---	391

In addition to the work summarized above, the Forestry Division also completed 135 requests for installation of banners and flags in the city, installing Christmas decorations around City Hall, and helping to service athletic field lights.



Street Tree Planting

The majority of street tree planting completed in Providence last year was done through the City's well known *Providence Neighborhood Planting Program (PNPP)* which is funded by the Mary Elizabeth Sharpe Tree Planting Endowment and by the City of Providence operating budget. The PNPP program is a partnership with neighborhood residents who apply to PNPP for street trees and help Forestry to plant the trees and to maintain the trees. **Jennifer Cole** staffs the PNPP effort and PNPP's work is guided by the Street Tree Task Force.



The PNPP program plants trees in the spring and fall of each year in locations based on neighborhood applications. This past year the program planted 336 trees in 22 Providence neighborhoods. The total street tree planting effort for last year is summarized below:

Street Trees Planted in Providence in Fiscal Year 2005	
<u>Funding Source</u>	<u># of Trees</u>
--Providence Neighborhood Planting Program (PNPP)	336
--Individual Resident	86
--Brown University/Joukowsky Fund	49
--Ward 5 Bond Funds	41
--Ward 12 Bond Funds	13
--Providence Economic Development/CDBG	275
--RI Department of Transportation (RIDOT)	<u>249</u>
Total	1,049

This past year a couple of unusual efforts enabled the City to achieve relatively high street tree planting totals. One of these was funded by Community Development Block Grant funds through the Providence Economic Development program. This initiative is part of the Mayor's *Neighborhood Markets* program and allowed the Parks Department to plant 275 trees in eight neighborhood commercial areas of the city.

Another major tree planting effort this year by the RIDOT resulted in 211 trees being planted along North Main Street. This landscaping effort was one of the largest ever done by RIDOT in Providence. As part of the Washington Street upgrade, RIDOT also planted new 38 trees on this important Downtown street.

Private Development & Trees

Providence has two key regulatory tools that affect trees. The first one is the Zoning Ordinance which has a section on landscaping requirements for private development; and the second one is the Providence Tree Ordinance which controls what residents and businesses in the City can do to street trees abutting their property and to trees on their property, particularly "significant trees". Both of these tools are currently being evaluated by the City Forester.

The landscaping requirements of the Zoning Ordinance has enabled the Parks Department to require new private development to plant trees both on their property and on abutting streets to achieve regulated canopy coverage for new development. Some of the major projects reviewed in the past year are shown below.

<u>Project</u>	<u># of Trees Proposed</u>
Times/2 Academy	36
Miriam Hospital	119
Fruit Hill Condominiums	45
Silver Spring Wal-Mart	61
Providence YMCA	52

Helen Walker Raleigh

As this report goes to print in August, 2005 we note the passing of a true friend of Providence trees, **Helen Walker Raleigh**, who established a young tree care endowment in the 1990's for Providence trees. Her legacy will help to ensure a healthier Providence tree canopy for all residents to enjoy.



DEPARTMENT OF PLANNING & DEVELOPMENT

Annual Report ○ Fiscal Year 2005

MAYOR DAVID N. CICILLINE
Thomas E. Deller, AICP, Director



DAVID N. CICILLINE, MAYOR

DEPARTMENT OF PLANNING & DEVELOPMENT

Annual Report ○ Fiscal Year 2004-2005

City Council

John Lombardi, Council President

David Segal, Ward 1

Rita Williams, Ward 2

Kevin Jackson, Ward 3

Carol Romano, Ward 4

Patrick Butler, Ward 5

Joseph DeLuca, Ward 6

John Igliazzi, Ward 7

Ronald Allen, Ward 8

Miguel Luna, Ward 9

Luis Aponte, Ward 10

Balbina Young, Ward 11

Terrence Hassett, Ward 12

Peter Mancini, Ward 14

Josephine DiRuzzo, Ward 15

Department of Planning & Development

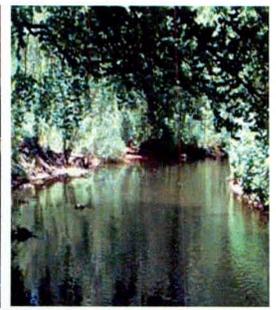
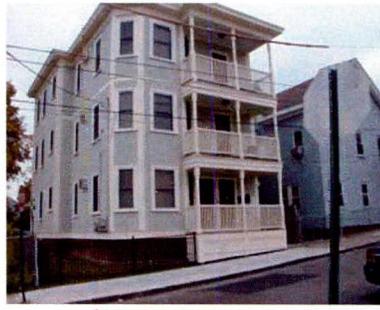
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- 1 Department Mission & Objectives
- 2 Department Organization
- 3 Planning Division Overview
- 6 Development Division Overview
- 9 FY 2005 Accomplishments & FY2006 Goals



MISSION

TO CREATE THE VISION FOR THE CITY THAT PROVIDENCE CAN BECOME.

The Department, working with the people of Providence, develops the plans and implements programs that will make all of our neighborhoods great places to live, work and play.

The mission statement identified at left and the objectives listed below were identified in the Five Year Strategic Financial & Management Report, a study commissioned by Mayor Cicilline in 2002 to identify ways in which Department operations could be improved over the next five years.

OBJECTIVES

1. Create a progressive and responsive planning process that will provide expert planning and implementation skills to advance the vision of the City's future. Staff will be assigned to each of the City's neighborhoods to provide thoughtful and creative strategies for the revitalization of the neighborhoods, to develop plans, funding streams and technical assistance for neighborhoods, housing groups, developers and others who seek to improve the quality of life in Providence.
2. Provide expert advice and guidance to boards and citizen groups who seek to develop and improve housing and commercial or industrial development be it through new construction, historic restoration and neighborhood improvement.
3. Create a permitting process run by the department that ensures a timely and professional review and response to all applications filed.
4. Promote neighborhood revitalization, job development and business expansion by getting federal dollars quickly into development that will have a positive impact on the City's neighborhoods.
5. Streamline the processing of requests for funding and homeowner and business assistance programs. As the process is streamlined, we must ensure that the federal reporting and monitoring requirements are adhered to and correctly administered.
6. Develop a predictable approach to the acquisition and disposition of vacant and blighted property in the City to encourage revitalization of our neighborhoods through the development of new, and rehabilitation of, existing housing.
7. Use the tools of planning to ensure that Providence is a thriving urban center in which a diverse population can earn a living, have a home and enjoy a rich cultural life.



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 David Everett
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 Christopher Ise
 Jason Martin

GIS

Robert Enright
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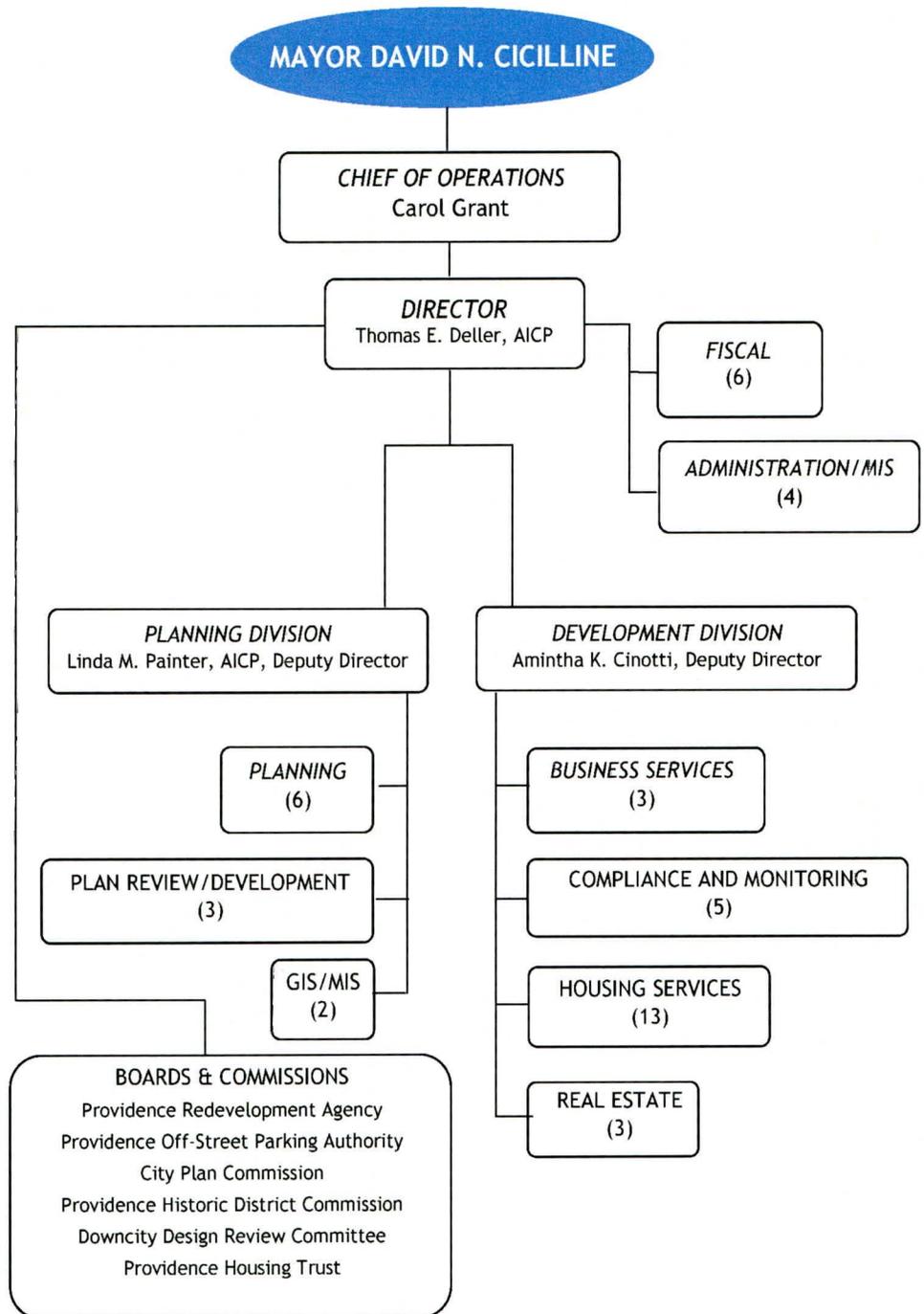
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 Paul Marandola
 Karen Marsella
 Nelson Rodriguez
 Pat Rossi
 Ken Schadegg
 Anastasia Williams

REAL ESTATE

April Wolf, Director
 Monica Jerejian
 Mike Lepore

DEPARTMENT ORGANIZATION





S T A F F

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 Jason Martin, Historic Preservation Planner

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 Roberta Groch, AICP, Principal Planner
 Bonnie Lloyd, Principal Planner
 Mieke Stekelenburg, Principal Planner

GIS

Robert Enright, GIS Coordinator
 Edward Grant, GIS Coordinator

RESPONSIBILITIES

The Planning Division is responsible for all current and long-range planning in the city, including the following duties assigned to the Department by the Home Rule Charter of 1980:

- ◆ To advise the Mayor on any matter affecting the physical development of the city;
- ◆ To assist the City Plan Commission in the development of the comprehensive plan and modifications thereto;
- ◆ To review and make recommendations regarding proposed action by the City Council, the Providence Redevelopment Agency and other city agencies regarding implementation of the comprehensive plan and its elements;
- ◆ To develop and periodically review the five-year capital improvement program and the annual capital improvement budget and upon their approval by ordinance, to advise the Mayor and City Council on their implementation;
- ◆ To provide staff and consultant services to the City Plan Commission for the purposes of the preparation of the comprehensive plan, the plan elements and other purposes connected with the duties and responsibilities of the commission; and
- ◆ Upon request of the Commission or the City Council, to prepare rules and regulations to govern, control and restrict the platting or other subdivision of land, or amendments thereto, for submission to the City Council for its approval.

SIGNIFICANT PROJECTS & ACTIVITIES

In addition to the above referenced duties, the division is also responsible for the following projects/activities:

- ◆ Zoning Ordinance—The division is responsible for reviewing the Zoning Ordinance and recommending needed changes every two years.
- ◆ Neighborhood Planning—preparation and implementation of Neighborhood Investment Strategies for each of the city's 25 neighborhoods.
- ◆ Economic Development—preparation of the City's annual application for inclusion in the state's Comprehensive Economic Development Strategy (CEDs).



NEIGHBORHOOD PLANNERS

PLANNING DIVISION

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SIGNIFICANT PROJECTS & ACTIVITIES (CONTINUED)

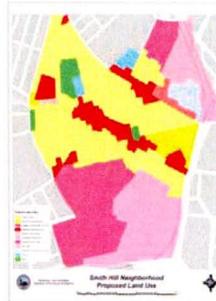
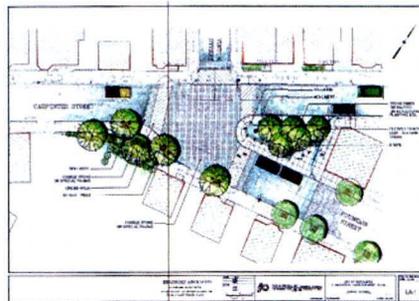
- ◆ Coordination with State Agencies—liaison to the Office of Statewide Planning and Department of Transportation on comprehensive planning and transportation issues, respectively, including serving on the statewide Transportation Advisory Committee.
- ◆ Redevelopment Plans—preparation of redevelopment plans for the Providence Redevelopment Agency (PRA) to target blighted/arrested properties for redevelopment initiatives.
- ◆ Brownfields Redevelopment—coordination with the Rhode Island Economic Development Corporation on request for grants and loans from the Brownfields Revolving Loan Fund.
- ◆ Grant Assistance—preparation of grant applications for various projects including brownfield redevelopment, education and remediation.
- ◆ Special Projects/Plans—preparation and development of special area plans such as the Old Harbor Plan, India Point Master Plan, and expansion of the Armory Local Historic District.

PLAN REVIEW/DEVELOPMENT

The division provides the staff support to the following Commissions/Committees:

- ◆ City Plan Commission (CPC)—responsible for the review and approval of all subdivisions, land development projects and institutional master plans and recommendations to City Council on: abandonment of easements and rights-of-way, the Capital Improvement Plan; and amendments to the Zoning Ordinance, Zoning Map and Comprehensive Plan.
- ◆ Downcity Design Review Committee (DRC)—responsible for review and approval of new construction and alterations to existing buildings in the Downcity district.
- ◆ Historic District Commission (HDC)—responsible for review and approval of new construction and alterations to existing buildings in designated historic districts, includes ±2,000 structures.

Staff support includes scheduling meetings, preparing agendas and minutes, meeting with applicants and concerned neighbors, preparing staff reports and attending each meeting to provide assistance and advice. Each of the committees listed above meets on a monthly basis and holds special meetings as needed, including an annual workshop/retreat for each committee. As such, the staff of the planning division attends approximately 36 committee meetings annually. Staff is also responsible for scheduling and attending any neighborhood meetings needed to solicit input on specific development proposals and plans.



COMMISSIONS

PLANNING DIVISION

City Plan Commission

- Steve Durkee, AIA, Chair
- Harrison Bilodeau, Vice Chair
- Jennifer Cole
- Andrew Cortés
- James Leach
- Samuel Limiadi
- Bryan Principe

Downcity Design Review Committee

- Clark Schoettle, Acting Chair
- Reverend Robert Brooks (Alternate)
- Fred Butler
- Elizabeth Chace
- Glen Fontecchio (Alternate)
- Elizabeth Isaacson
- Barbara Macaulay

Historic District Commission

- Glen Fontecchio, Chair
- Clark Schoettle, Vice Chair
- Cornelis deBoer, AIA, Deputy Vice Chair
- Virginia Branch
- Erin Chace
- Neal Kaplan
- Catherine Lund
- Mildred Parrillo
- Tina Regan
- Cecilia Searle (Alternate)

PLAN REVIEW/DEVELOPMENT (CONTINUED)

Due to the complex nature of items reviewed by the City Plan Commission, the planning division staff is also responsible for attending meetings and public hearings held by the following City Council Committees to shepherd applications through the process: Committee on Ordinances, Committee on Public Works, Committee on Urban Redevelopment, Renewal and Planning. On average, staff attends approximately 30 meetings annually for the various committees.

In addition to the support provided to the above referenced committees, the Division also prepares written recommendations on all petitions acted on by the Zoning Board of Review.

GIS/MIS

The division provides graphic and mapping services to the entire department as well as other city departments through maintenance and updates to the city's geographic information system. The GIS staff is responsible for developing and maintaining a real-time database including the following information:

- ◆ Census Data
- ◆ Ward Boundaries
- ◆ Zoning Maps, including Overlay District Maps
- ◆ Redevelopment Areas
- ◆ Parcel Data
- ◆ Addresses
- ◆ Streets
- ◆ Rivers and railroads

Key projects include creation of digital zoning and land use maps for official adoption, development of an on-line web site for easy access to geographic data and other key documents, and working with the tax assessor to develop real-time tax maps. The GIS staff also produce maps for special department projects and for other city departments upon request.



STAFF

DEVELOPMENT DIVISION

AMINTHA K. CINOTTI, DEPUTY DIRECTOR

BUSINESS SERVICES DIVISION

(on loan to PEDP)

Kathy Cosentino, Assistant Director

Chris Michailides, Economic Development Coordinator

Arthur Speaks, Commercial Lending Officer

COMPLIANCE AND MONITORING DIVISION

Stephen Vadnais, Director

Nancy Almagno, Program Monitoring & PEDP Compliance

Colleen Dupre, HUD IDIS Information

David Hochman, Davis/Bacon Compliance Monitoring

Donna Miele, Contracts/Requisitions

HOUSING SERVICES DIVISION

Application Intake

Barbara Barone

HOME/HOPWA Program

Ken Schadegg

Jameela Dunston

Anastasia Williams

Inspection Services

Tom D'Amico

Robert Hallal

Paul Marandola

Lead Program

David Johnston

April Lape

Nelson Rodriguez

Administrative Support

Karen Marsella

Pat Rossi

REAL ESTATE DIVISION

April Wolf, Director

Mike Lepore, Assistant Director

Monica Jerejian, Real Estate Aide

RESPONSIBILITIES

The Development Division is responsible for an array of implementation strategies that facilitate city, neighborhood and regional planning. The central focus of the Development Division is to bring to fruition the vision created by the planning process, make available, or more useable, the programs created to assist citizens and assure compliance with all City, State and Federal regulations.

Projects and programs administered and monitored by this division are funded by a variety of sources - the US Department of Housing and Urban Development (HUD), US Department of Commerce - Economic Development Administration, US Environmental Protection Agency, US Federal Highway Administration. RI Economic Development Corporation, RI Dept. of Transportation, RI Historic Preservation and Heritage Commission, and RI Housing and Mortgage Finance Agency are major funders and partners. The City of Providence has also issued two major bonds - \$50M each - for the funding of capital improvements.

The primary funding tools used for plan implementation are the HUD consolidated programs - Community Development Block Grant (CDBG), HOME, Emergency Shelter Grant (ESG) and Housing for Persons with AIDS (HOPWA). These funds are utilized by the entire department; however, they most directly impact the following:

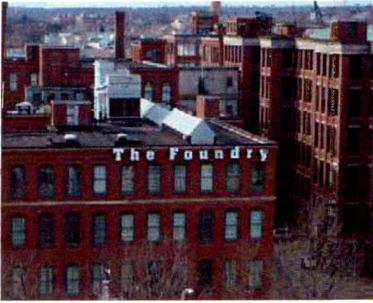
BUSINESS SERVICES

The Business Service Division provides the support staff for the Providence Economic Development Partnership's (PEDP) revolving loan fund for new and emerging businesses as well lending to established businesses with significant expansion and new investment that meets City development goals.

Funding for the loan program is primarily from the Section 108 loan guarantee program and CDBG. Job creation is the primarily goal of the program (1 job for every \$35,000 loaned) although job retention and targeted investment are critical components.

Staff works primarily in these areas:

- ◆ Loan application intake, underwriting and servicing
- ◆ Outreach to targeted neighborhoods
- ◆ Federal and State Enterprise Zone assistance and certification
- ◆ Coordination with RI EDC on major development projects
- ◆ Staff to the PEDP



NEIGHBORHOOD HOUSING PROGRAMS

DOWN PAYMENT/CLOSING COST ASSISTANCE
(Up to 120% of area median for income limit.)

A loan of up to \$2,500 - No closing cost - No interest/payments!

AMERICAN DREAM HOMEBUYER ASSISTANCE

A HUD loan providing down payment assistance to low and moderate income families. Property must be a LEAD-SAFE home in Providence

- ♦ A deferred loan up to 6% of home purchase price
- ♦ No closing cost* No interest/payments

EMPLOYEE ADVANTAGE - Helping City employees buy homes in Providence!

A \$2,500 - 0% interest **forgivable loan** for down payment, closing cost and /or mortgage interest rate reduction in targeted neighborhoods.

HOME REPAIR - An excellent way to Weatherize, fix Code Violations and make needed repairs.

A low interest loan up to \$25,000 - Up to 20 years to re-pay.

SENIOR HOME REPAIR - Up to a \$10,000 deferred loan!

No interest, no payments for seniors - **loan due upon sale.**

EMERGENCY HOME REPAIR - If a unit has immediate emergency repair problems and doesn't qualify for Home Repair program, an owner may qualify for this program.

A 0% interest loan for up to \$10,000 - **No payments - loan due upon sale.**

LEAD HAZARD REDUCTION

A comprehensive program that replaces windows, paint, siding and other hazardous areas of homes with children under 6 in them. Deferred Loan/ grants available in all neighborhoods! Up to \$13,500 per unit. Owner occupied and non owner occupied programs available.

Please call 354-4300 x 405 for details and income limits on all programs.

DEVELOPMENT DIVISION

COMPLIANCE AND MONITORING

The Compliance and Monitoring staff provides for the administration and monitoring of the City's over 90 sub-recipients of the HUD consolidated programs. Each of the four HUD programs has a myriad of regulations dealing with administration, procurement, program delivery, monitoring and close out. The City is responsible for compliance with all applicable regulations for \$10M per year in HUD funding.

Additionally this division is responsible for tracking and monitoring of the City's tax stabilizations and tax treaties, of which 10 are active currently. Compliance with employment goals and payments to the City for the Housing Trust fund on a quarterly basis are reported to the Mayor and the City Council.

Staff works primarily in these areas:

- ♦ Annual application to HUD for funding
- ♦ Prepares and submits annual the one year plan and Consolidated Annual Planning Evaluation Report (CAPER)
- ♦ Prepares and submits the five year Consolidated Planning Strategy
- ♦ Coordinates all required citizen participation
- ♦ Issuance of contracts, processing of requisitions and project close out
- ♦ Environmental Review Record/Integrated Disbursement Information System (IDIS) functions
- ♦ Fair Housing and Equal Opportunity outreach
- ♦ Provision of technical assistance through workshops and individual counseling
- ♦ Annual on site monitoring for sub-grantees
- ♦ Annual on site monitoring for HOME program rental units
- ♦ Coordinates all HUD monitoring and requests
- ♦ Meets with the Mayor and the City Council through out the annual allocation process.

HOUSING SERVICES

The Housing Services staff coordinates and implements all citywide housing programs and projects using federal, state and city funds. HOME funds are awarded annually to up to three Community Development Corporations (CDC) for major rental development projects and up to five CDCs for homeownership projects. The majority of these projects are funded in partnership with RIH, LISC or in conjunction with low-income housing tax credit.



P R A

DEVELOPMENT DIVISION

Providence Redevelopment Agency

- Henry E. Kates, Chair
- Leslie A. Gardner, Vice Chair
- Councilman Luis A. Aponte
- James V. DeRentis
- Councilman Terrence M. Hassett
- Robert H. Montecalvo
- Charles Walton

HOUSING SERVICES (CONTINUED)

The City offers a comprehensive and newly consolidated application for home repair, lead paint reduction, emergency repair and the senior deferred programs. Services include specification write up and inspections for quality control purposes. Additionally, down payment and closing assistance for first time buyers, "Employee Advantage" (targeted to city employees buying for the first time) and the new HUD American Dream program that will be rolled out in September 2005.

Staff works primarily in these areas:

- ◆ Application intake, underwriting and closing of all loan programs
- ◆ Specification development, cost estimating for the Lead Hazard Reduction program
- ◆ Review and evaluation of HOME applications for the funding queue
- ◆ Technical assistance for new and emerging Community Housing Development Organizations (CHDO)
- ◆ Project management for city sponsored housing developments
- ◆ Staff to the Providence Neighborhood Housing Corporation (PNHC)

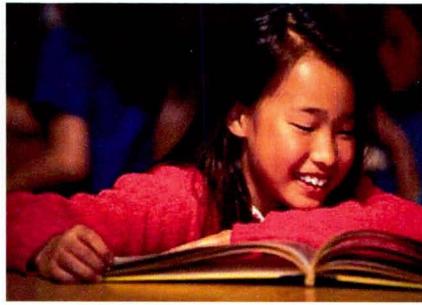
REAL ESTATE

The staff of the Real Estate Division provides for the coordination, acquisition and disposition of the Providence Redevelopment Agency's (PRA) property, including vacant lots. The revised mission of this division to systematically improve the disposition of city owned property and return such to productive use and ultimately back on the tax roles.

As staff to the PRA, monitoring of property conditions is a critical task and in 2003/4 a contract was entered into with CleanScape to enter into a monthly cleaning and planting scheduled for the 200 PRA owned properties. Additionally, staff works with a many community development corporations to acquire property and clean up tax liens for the purpose of providing affordable housing.

Staff works primarily in these areas:

- ◆ Acquisition and disposition of property
- ◆ Review of development proposals
- ◆ Coordinates PRA real estate activities
- ◆ Follows up on housing foreclosures in which the City has an interest



FY 2005 ACCOMPLISHMENTS AND FY 2006 GOALS

Overview

The Department's primary objective for both 2005 and 2006 is the successful implementation of the neighborhood revitalization and economic development goals and strategies identified by Mayor Cicilline in his Strategic Plan.

The Strategic Plan establishes the following goals for the City:

- ◆ Strengthen and maintain vibrant neighborhoods that ensure a positive quality of life for Providence's diverse families and communities
- ◆ Grow the Providence economy
- ◆ Provide access to high quality educational opportunities for all Providence children and youth
- ◆ Make Providence a safer place to live, work and visit
- ◆ Ensure the highest level of fiscal responsibility, integrity and accountability in city government policies and practices

The Strategic Plan also identifies specific strategies to achieve the above-referenced goals. The Department is one of several city departments responsible for implementation of strategies related to the first two goals: strengthening neighborhoods and growing the economy. As such, the summary of the Department's 2005 accomplishments and 2006 goals provided in the following pages is organized by the specific strategies identified in the Strategic Plan.



GOAL

Strengthen and maintain vibrant neighborhoods that ensure a positive quality of life for Providence's diverse families and communities.

NEIGHBORHOOD REVITALIZATION STRATEGIES

CREATE A VISION AND PLAN FOR THE CITY'S NEIGHBORHOODS

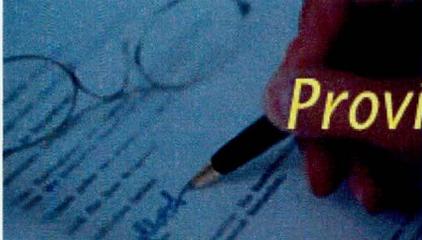
Fiscal Year 2005 Accomplishments

- ◆ *Consolidated Plan: 2005-2010* – The City annually receives approximately \$11 million in HUD funds to be used for housing and community development activities. The program goals for these activities are the creation of viable urban communities through the provision of decent housing, a suitable living environment, and expansion of economic opportunities for low to moderate income persons. The funds are typically combined with other city, state, and federal funds to leverage sufficient resources to achieve the goals established in the city's 5-year plan, also known as the Consolidated Plan.

The Consolidated Plan sets the vision for the City regarding the provision of housing and other community development activities, identifies strategies to achieve the vision and establishes priorities for allocating funds. The plan was created through collaboration with residents, service consumers and providers, the special needs community, youth, neighborhood associations, business owners, developers and City and State community development and planning staff.

The Consolidated Plan: 2005-2010 established the following vision to guide housing and community development activities over the next five years:

The City of Providence shall be a community that shall strive to achieve neighborhood stabilization by providing housing opportunities - homeownership and rental -and shall further strengthen our neighborhoods by encouraging new economic opportunities accessible to neighborhood residents, developing green spaces and providing suitable recreational opportunities with the goal of making our neighborhoods safe, clean and welcoming to all. Further the City will work to strengthen the public service network by providing a balance of services that all residents can access.



Providence Zoning Commission



GOAL

Strengthen and maintain vibrant neighborhoods that ensure a positive quality of life for Providence's diverse families and communities.

NEIGHBORHOOD REVITALIZATION STRATEGIES

CREATE A VISION AND PLAN FOR THE CITY'S NEIGHBORHOODS

Fiscal Year 2005 Accomplishments

- ◆ *Zoning Ordinance Update*—Worked with Zoning Commission appointed by the Mayor in November 2004 to revise and update the City's Zoning Ordinance. This extensive review process included over 40 meetings with the Commission and its subcommittees, as well as four public information meetings around the city to present the proposed changes. Several meetings were also held with neighborhood groups to discuss specific areas of concern. A draft Zoning Ordinance was submitted to the City Clerk on June 29, 2005.
- ◆ *A Vision for Providence 2020*—Commenced development of a cohesive vision for Downtown Providence and its surrounding neighborhoods, including the Promenade area, Fox Point, and Narragansett Landing, based on previous planning initiatives. This final plan will include an updated vision for the study area, an analysis of market conditions and implementation strategies. As part of the public participation process, the City hosted a series of meetings during the months of January, May and June 2005 including four public meetings held in May and June, as well as over 20 stakeholder meetings from January to June.



GOAL

Strengthen and maintain vibrant neighborhoods that ensure a positive quality of life for Providence's diverse families and communities.

NEIGHBORHOOD REVITALIZATION STRATEGIES

CREATE A VISION AND PLAN FOR THE CITY'S NEIGHBORHOODS

Fiscal Year 2006 Goals

- ◆ *Zoning Ordinance Update*—Work with the Zoning Commission and City Council to revise the draft Zoning Ordinance for adoption by December 31, 2005. Additional public meetings will be held to obtain public comment and feedback regarding the proposed changes.
- ◆ *A Vision for Providence 2020*—Finalize the vision plan and submit for adoption as part of *Providence 2000: The Comprehensive Plan*.
- ◆ *Providence Comprehensive Plan Update*—The Comprehensive Plan was approved by the State of Rhode Island in May 2002. Under state law, the city is required to update the plan every five years. Since the plan was adopted by the City in 1994, this update is even more critical and is expected to be the primary project for the Planning Division in 2006. The update process also provides the perfect opportunity to continue on with the neighborhood planning effort in a way that is more integrated with the overall Comprehensive Plan.

Updates to citywide goals and policies will be generated from discussion at the neighborhood level, allowing for differences in viewpoints to be identified and resolved early in the process. The end product will be a document that not only meets the test of state requirements for comprehensive planning, but also provides clear direction to all commissions and citizens as to the vision for the city and the strategies necessary to transform the vision into reality. Through this project, the Department will coordinate with the Parks Department to assist in identification of specific improvements and/or park programs for each neighborhood for the development of a Citywide Parks Master Plan.



GOAL

Strengthen and maintain vibrant neighborhoods that ensure a positive quality of life for Providence's diverse families and communities.

NEIGHBORHOOD REVITALIZATION STRATEGIES

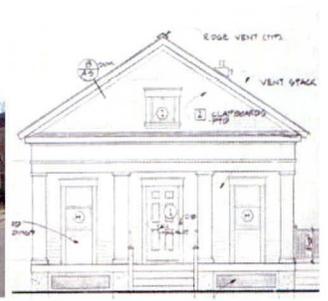
ENHANCE THE QUALITY OF LIFE IN PROVIDENCE NEIGHBORHOODS

Fiscal Year 2005 Accomplishments

The Department has several on-going programs that play key roles in enhancing the quality of life in Providence neighborhoods. These programs include financial assistance programs for homeowners, review of development proposals for consistency with the Zoning Ordinance and Providence 2000: The Comprehensive Plan, monitoring of tax stabilization agreements, administration of the Community Development Block Grant Program, and acquisition and redevelopment of vacant and blighted properties through the Providence Redevelopment Agency. Details of services provided through these programs are highlighted in the following pages.

In addition to the on-going programs provided by the Department, several new projects were also initiated or completed during Fiscal Year 2005:

- ◆ *Housing Trust*—The Housing Trust was created in 2005 to manage the financial assets that have been assigned through tax stabilization agreements, loan repayments and /or loans or grants to the Department of Planning and Development. The allocation of Housing Trust funds will be focused on those activities that create or acquire housing throughout the city for the benefit of households that do not exceed 80% of median income as defined by HUD. The Housing Trust is sited within the Providence Redevelopment Agency and is managed by DPD.
- ◆ *Providence Connects*—Providence Connects is a web-based program that integrates compliance with the First Source Ordinance and MBE/WBE ordinances to connect people, jobs, businesses and opportunities to fulfill the mandates that call for the hiring of Providence residents and buy local provisions contained in tax stabilization agreements and by ordinance. Providence Connects is a resource for persons looking for a job; businesses wanting to hire. It also offers training opportunities and connections between businesses looking for work or to buy from other Providence businesses.
- ◆ *On-Street Parking Pilot Program Design*—The Department, working with other departments, members of the City Council and a parking consultant, designed an 18-month pilot project for certain neighborhoods to allow on-street parking for residents from 11 pm to 6 am. The on-street resident parking program is an attempt to alleviate parking shortages, reduce the amount of paved area given over to off-street parking and decrease speeding.



HOUSING

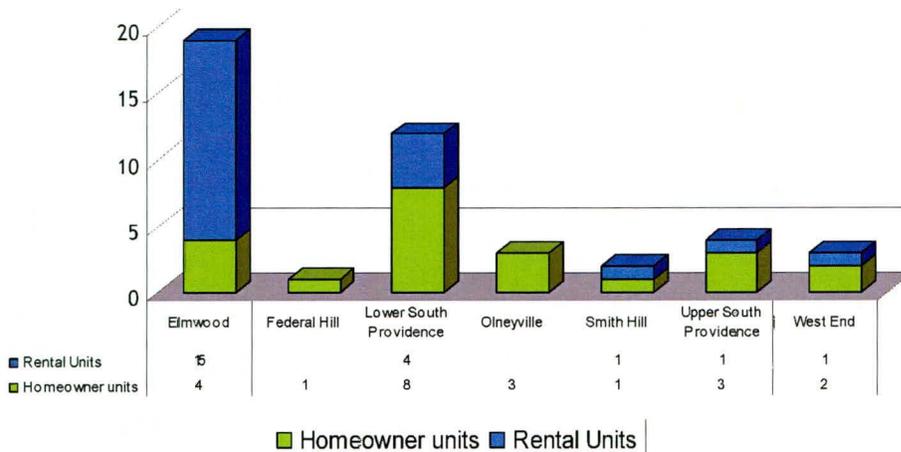
NEIGHBORHOOD REVITALIZATION STRATEGIES

ENHANCE THE QUALITY OF LIFE IN PROVIDENCE NEIGHBORHOODS

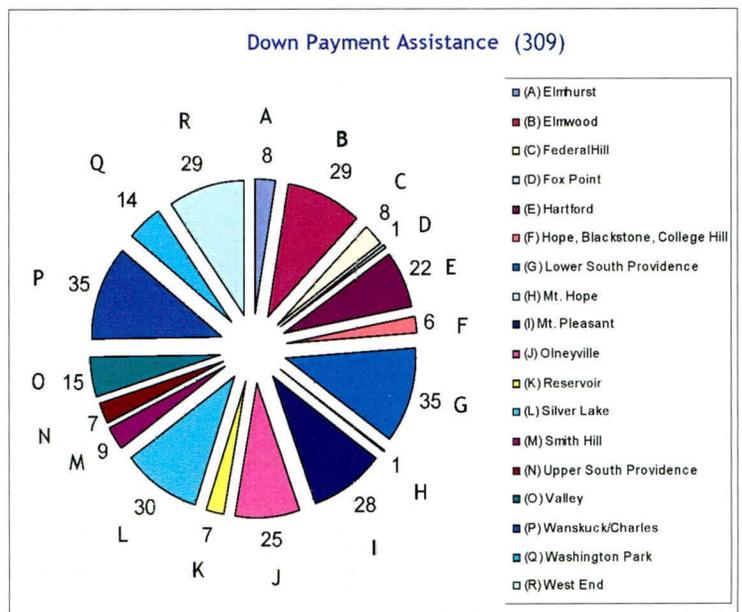
Housing Assistance Programs

As noted on page 8, the Department operates several financial assistance programs for Providence homeowners, including downpayment and closing assistance for first time home-buyers, home repair (including emergency repairs) and lead reduction and remediation. The following tables and charts indicate the number and type of assistance provided in each neighborhood:

HOME Units Produced - FY 2005 (44)



Down Payment Assistance (309)





HOUSING

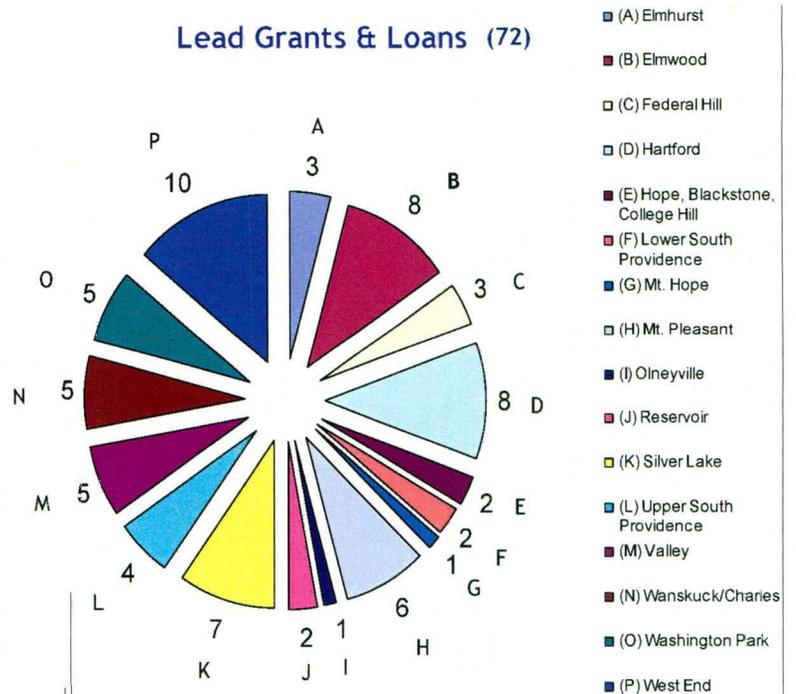
NEIGHBORHOOD REVITALIZATION STRATEGIES

ENHANCE THE QUALITY OF LIFE IN PROVIDENCE NEIGHBORHOODS

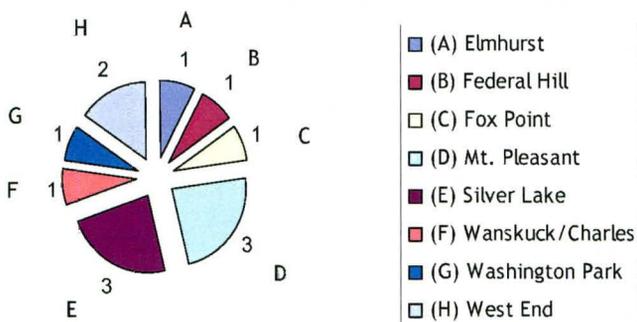
Housing Assistance Programs

In addition to the services depicted in these tables, the Department also did one emergency home repair in both the Valley and West End neighborhoods.

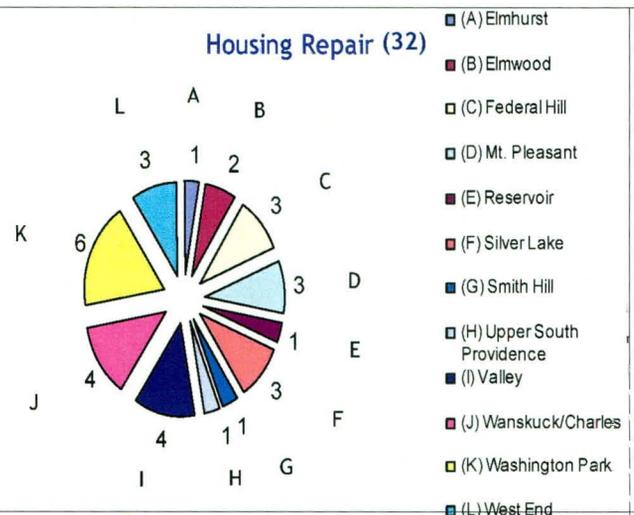
Lead Grants & Loans (72)

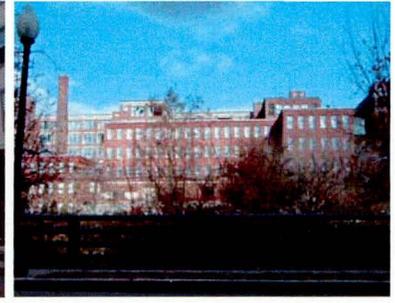


Employee Assistance (13)



Housing Repair (32)





TAX STABILIZATIONS

NEIGHBORHOOD REVITALIZATION STRATEGIES

Current Agreements:

- Downtown ♦ Hotel Providence
- Downtown (Capital Center) ♦ G-Tech
- Downtown (Capital Center) ♦ Intercontinental (Parcel 2)
- Downtown (Capital Center) ♦ Capitol Cove (Parcel 6A)
- Valley ♦ Rising Sun Mills
- Smith Hill ♦ Promenade Parking Garage (Foundry)
- Upper South Providence ♦ Pearl Street Lofts
- Smith Hill ♦ Jefferson at Providence Place
- Downtown (Capital Center) ♦ Masonic Temple
- Elmwood ♦ Wildcat Equities (669 Elmwood Mill Project)
- West End ♦ 1 Reservoir Avenue

Compliance with Agreement Goals as of June 30, 2005

ENHANCE THE QUALITY OF LIFE IN PROVIDENCE NEIGHBORHOODS

Tax Stabilization Monitoring

The Development Division is responsible for monitoring compliance with existing tax stabilization agreements (listed at left). These agreements set goals for employment of Providence residents, MBE/WBE participation and participation in *Buy Providence*, a program designed to encourage developers to purchase goods and services from Providence vendors. Additionally, the agreements also establish schedules for contributions to the City's Housing Trust. The following tables summarize goals and/or compliance to date for various agreements:

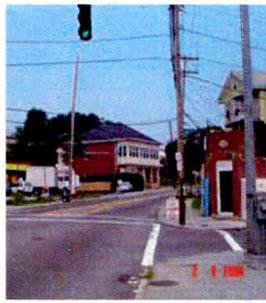
Housing Trust Contributions

Project	FY 2005	FY 2006
Intercontinental	\$136,000	\$36,000
Capital Cove	\$50,000	\$18,000
Rising Sun	\$60,000	\$10,000
Jefferson at Providence Place*	\$31,680	\$31,680
Promenade Garage	\$22,000	\$11,000
Pearl Street Lofts	\$25,000	\$12,500

*Payments to Smith Hill Community Development Corporation

Project	Providence Jobs		MBE Participation		WBE Participation		Buy Providence
	Goal	Actual	Goal	Actual	Goal	Actual	
Hotel Providence	6	13	10%	4.37% (inc WBE)	10%	--	\$706,500 (Providence Contractors)
G-Tech	65	5 of 14	10%	24.53%	10%	2.29%	\$9,139,000 (33.65%)
Masonic Temple	See Note	--	10%	6%	10%	8%	--
Rising Sun Mills	30	48	12.5%	12.08%	12.5%	5.33%	--
Promenade Garage	--	--	12.5%	4.03%	12.5%	0%	--

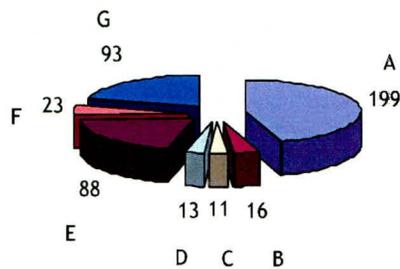
- ♦ Intercontinental & Capitol Cove Projects: not shown since construction begins FY06
- ♦ Masonic Temple Hotel: Hotel opens Fall 2006



DEVELOPMENT REVIEW

NEIGHBORHOOD REVITALIZATION STRATEGIES

DEVELOPMENT REVIEW CASES (421)



- (A) Certificates of Appropriateness (HDC)
- (B) Minor Subdivisions (CPC)
- (C) Major Land Development Projects (CPC)
- (D) City Council Referrals (CPC)
- (E) Administrative Subdivisions (CPC)
- (F) Certificates of Design Approval (DRC)
- (G) Variances & Special Use Permits (ZBR)

ENHANCE THE QUALITY OF LIFE IN PROVIDENCE NEIGHBORHOODS

Development Review Activity

As noted on page 4, the Planning Division provides staff support to several boards and commissions. The charts on this page are indicative of development activity in the various neighborhoods based on the number and type of applications received and reviewed.

Development Review Cases (Above)

During FY 2005, DPD staff reviewed 421 development applications of varying types. The above chart provides a breakdown of these applications by type.

City Plan Commission Applications (Right)

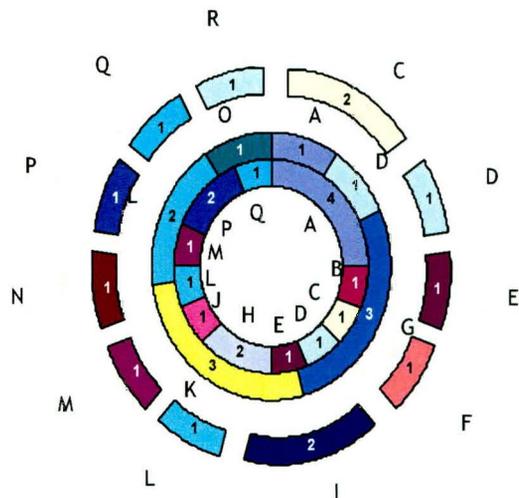
The chart to the right depicts both the type and number of applications reviewed by the City Plan Commission for each neighborhood during FY 2005. The concentric rings each depict a different type of application as follows:

Inner Ring: Minor Subdivisions (16)

Middle Ring: Major Land Development Projects (11)

Outer Ring: City Council referrals including: abandonments, easements and rezoning requests. (13)

CITY PLAN COMMISSION APPLICATIONS BY TYPE AND NEIGHBORHOOD (40)



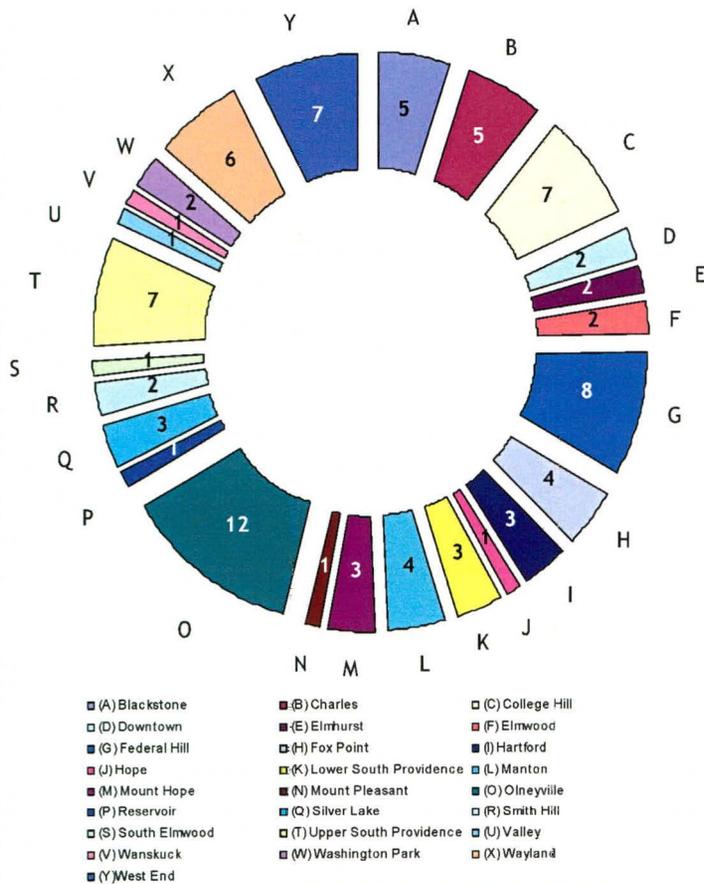
- (A) Charles
- (B) College Hill
- (C) Downtown
- (D) Federal Hill
- (E) Fox Point
- (F) Hartford
- (G) Lower South Providence
- (H) Manton
- (I) Mount Hope
- (J) Mount Pleasant
- (K) Olneyville
- (L) Reservoir
- (M) Silver Lake
- (N) South Elmwood
- (O) Upper South Providence
- (P) Wanskuck
- (Q) Washington Park
- (R) West End



DEVELOPMENT REVIEW

NEIGHBORHOOD REVITALIZATION STRATEGIES

VARIANCES & SPECIAL USE PERMITS BY NEIGHBORHOOD (93)



ENHANCE THE QUALITY OF LIFE IN PROVIDENCE NEIGHBORHOODS

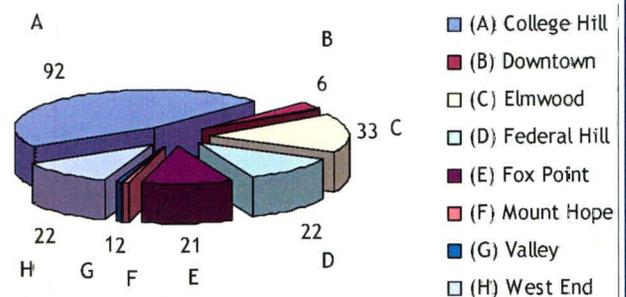
Variations & Special Use Permits (Left)

The chart to the left depicts the number of variance/special use permit applications reviewed during FY 2005 for each neighborhood. During FY2005, DPD staff reviewed 93 applications for variances/special use permits.

Historic District Commission Certificates of Appropriateness (Below)

During FY 2005, DPD staff reviewed 199 requests for a Certificate of Appropriateness in a Historic District. The chart below depicts the breakdown of these requests by neighborhood. Of those 199 applications, 47 were heard by the HDC, 145 were administrative reviews completed by staff, and 7 applications were reviewed by staff in consultation with the Chair of the HDC.

HISTORIC DISTRICT COMMISSION CERTIFICATES OF APPROPRIATENESS BY NEIGHBORHOOD (199)





People ▶ Jobs ▶ Business ▶ Opportunities

www.providenceconnects.org

PROVIDENCE
CONNECTS

NEIGHBORHOOD REVITALIZATION STRATEGIES

ENHANCE THE QUALITY OF LIFE IN PROVIDENCE NEIGHBORHOODS

Providence Connects is a program created under the leadership of Mayor Cicilline. Providence Connects implements City Ordinances 21-93 and 21-94 (circa 1985) that require businesses in the City of Providence who receive aid in cash or in-kind from the City to enter into an agreement with the City to hire Providence residents from a list to be maintained by the Department of Planning and Development. Aid includes tax concessions, and/or abatements, federal grants and direct City funding.

The twenty year old ordinance was designed 'to encourage the retention of working, home owning families, who live and work in Providence'. The ordinance was also 'seen as an effective tool to persuade employers to come to Providence with the assurance that a trained and motivated work force will be in place'.

Providence Connects builds from the principles of the ordinances. Providence Connects is web based.

At the Providence Connects Web site job seekers can:

- ◆ submit their profiles
- ◆ go to RI Job Banks for posting resumes and searching jobs
- ◆ be directed to netWORKri to meet with a career representative

At the web site employers can:

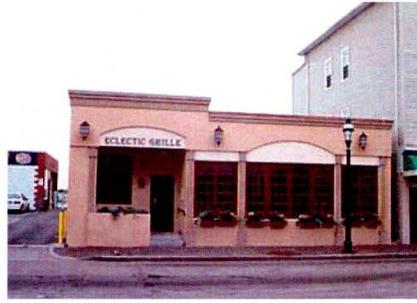
- ◆ post jobs
- ◆ search for candidates

And training organizations can:

- ◆ register and post their program offerings

Companies obligated to Hiring Providence will be able to submit their progress reports on-line.

The idea is to use the technology to connect people to jobs and training opportunities and employers to qualified employees. Beyond the web based technology a network of Community Based Organizations, workforce training and employment centers, City Officials and City residents will continue to forge the necessary relationships to put Providence residents into sustainable career paths.



GOAL

Strengthen and maintain vibrant neighborhoods that ensure a positive quality of life for Providence's diverse families and communities.

NEIGHBORHOOD REVITALIZATION STRATEGIES

ENHANCE THE QUALITY OF LIFE IN PROVIDENCE NEIGHBORHOODS

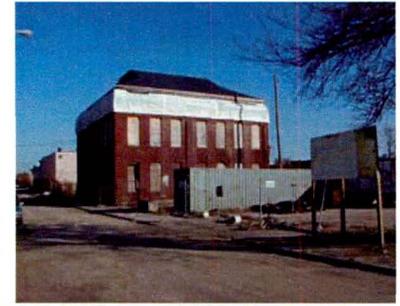
Fiscal Year 2006 Goals

The following projects and programs have been targeted for implementation in Fiscal Year 2006 in addition to on-going program delivery:

- ◆ *Providence Housing Trust*—Foster creation of more affordable housing in the short-term through the following strategies:
 - ◇ Use a portion of current housing trust dollars from tax stabilization agreements to leverage long-term debt for the immediate production of affordable housing units
 - ◇ Assist local non-profit developers in obtaining hard to acquire properties for affordable housing development
- ◆ *Housing Production*—Create 75 new affordable owner-occupied and rental units. Work with the Department of Arts and Culture on the development of affordable artist housing.
- ◆ *Housing Assistance*—Close 350 payment assistance loans and 40 home repair and emergency repair loans.
- ◆ *Lead Program*—Complete lead hazard reduction measures on 54 units and conduct 114 free annual lead inspections.
- ◆ *Providence Connects* - Continue to develop partnerships to help ready and place Providence residents in employment. Integrate Tax Stabilization companies into the Providence Connects network and develop “Best Practices” for them to maximize hiring of Providence residents. Continue outreach to Providence businesses through the Chamber of Commerce and other business related associations to encourage participation and to community groups for their participation in job training and resident outreach components.
- ◆ *Community Development Block Grant* - Maximize federal dollars by encouraging investment of funds in targeted areas. Develop systems to track the expenditures of Community Development Block Grant and other federal and state resources to insure timely spending and recapture of unexpended funds.
- ◆ *Enhanced compliance* - Transition CDBG Public Service sub-recipients from PRO CAP oversight to DPD oversight implementing improved and efficient means of monitoring and processing of payments for services. Implement HUD mandated Outcome Measurements of CDBG sub-recipients. Utilize Providence Connects web based compliance reports for Tax Stabilization companies and develop audit program to monitor compliance.
- ◆ *Customer Service*—Continue to streamline application procedures in all areas.



Figure II-1
Conceptual Broad Street Elevation
Bomes Theater



NEIGHBORHOOD PARTNERSHIPS

NEIGHBORHOOD REVITALIZATION STRATEGIES

2005 NEIGHBORHOOD MEETINGS

Consolidated Planning Strategy Focus Groups

- ◆ Fair Housing—Fox Point
- ◆ Economic Development—Upper South Providence
- ◆ Housing Opportunities for People with AIDS—Upper South Providence
- ◆ Special Housing Needs—Lower South Providence
- ◆ Social Services, Homeless Needs—Mount Pleasant
- ◆ Neighborhood Revitalization—Upper South Providence
- ◆ Affordable Housing & Lead Paint—West End
- ◆ Final Plan Review—Elmwood

Consolidated Plan & Annual Plan

- ◆ Public Hearings—Olneyville, Lower South Providence

CDBG Applicant Workshop

- ◆ Public Safety Facility—attended by 38 community organizations

BUILD AND STRENGTHEN PARTNERSHIPS IN SUPPORT OF NEIGHBORHOODS

Fiscal Year 2005 Accomplishments

The Department works closely with state and federal agencies, non-profit organizations and community groups to support neighborhood efforts and goals. Examples of activities and partnerships include:

Administration of Federal Entitlement Programs

In FY 2005, the City of Providence received and managed over \$10 million dollars in federal entitlement grants including:

- ◆ Community Development Block Grant (CDBG) - \$6,972,000
- ◆ HOME—\$2,757,000
- ◆ ESG—\$254,000
- ◆ Housing Opportunities for Persons with AIDS (HOPWA)—\$808,000

Grant Applications

The Department annually submits for several different grants to assist the City in neighborhood improvement projects. The City received the following grants in FY 2005:

- ◆ EPA Brownfields—\$200,000 (Louttit Laundry Clean-Up—West End)
- ◆ HUD Lead Grant—\$3.9 million (citywide)
- ◆ HUD EDI-SP—\$250,000 Neighborhood Investment Program (Bomes Theater—Elmwood)
- ◆ Rhode Island Economic Development Commission—\$20,000 (Providence Riverwalk—Fox Point/College Hill); \$20,000 (Narragansett Landing—Upper and Lower South Providence)
- ◆ Statewide Planning and Providence Foundation—\$20,000 and \$37,000, respectively (Off-Street Parking Consultant—Citywide)
- ◆ Transportation Improvement Project—New projects included in the FY2006-2007 TIP include study of the I-195 bridge supports for a new pedestrian bridge and improvements to downtown sidewalks; an increase in funding for Downtown Circulation Improvements(\$3.4M); and traffic signal coordination along Broadway and Broad Street (\$1M).



NEIGHBORHOOD PARTNERSHIPS

NEIGHBORHOOD REVITALIZATION STRATEGIES

2005 NEIGHBORHOOD MEETINGS

General Meetings

- ◆ Southside/Broad Street Main St. Committee (7)
- ◆ Olneyville Housing Corporation Design Committee (5)
- ◆ National Performance Measurement Working Group (3)
- ◆ RI 5 Year Housing Plan (4)
- ◆ Neighborhood Association Meetings (48)
- ◆ Zoning Commission/Subcommittee meetings (49)

BUILD AND STRENGTHEN PARTNERSHIPS IN SUPPORT OF NEIGHBORHOODS

Fiscal Year 2005 Accomplishments (continued)

Representing the Neighborhoods

Department staff serve on a variety of state boards and provide staff assistance to numerous city boards and commissions on behalf of Providence neighborhoods:

State Board Representation

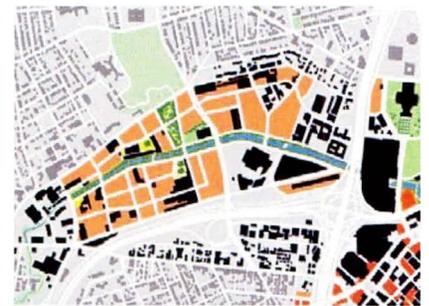
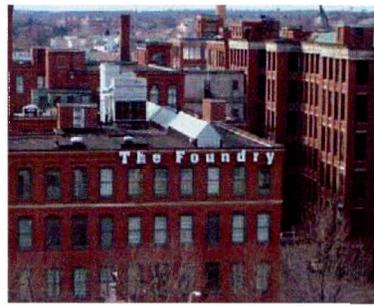
- ◆ Rhode Island Transportation Advisory Committee
- ◆ CRMC Special Area Management Plan Advisory Committee
- ◆ Rhode Island State Planning Council
- ◆ Capital Center Design Review Committee
- ◆ Rhode Island Main Street
- ◆ Rhode Island Housing Resource Commission
- ◆ Rhode Island Public Transit Authority

City Agencies Staffed or Served by DPD

- ◆ Providence Redevelopment Agency
- ◆ City Council Committee Meetings
- ◆ City Plan Commission
- ◆ Historic District Commission
- ◆ Downcity Design Review Committee
- ◆ Zoning Commission
- ◆ Off-Street Parking Corporation

Compliance with Federal Programs

- ◆ 52 Contracts for CDBG, ESG, & HOPWA prepared and executed
- ◆ 81 CDBG and PEDP monitoring site visits
- ◆ 21 Construction projects monitored for compliance with federal labor laws
- ◆ 79 environmental reviews for CDBG, Home, & EDI funded activities in Olneyville, Valley, Elmwood, Upper South Providence, College Hill, Smith Hill, Federal Hill, West End, Hartford, Lower South Providence, Silver Lake, Downtown, Manton, Mount Hope & Charles neighborhoods.



GOAL

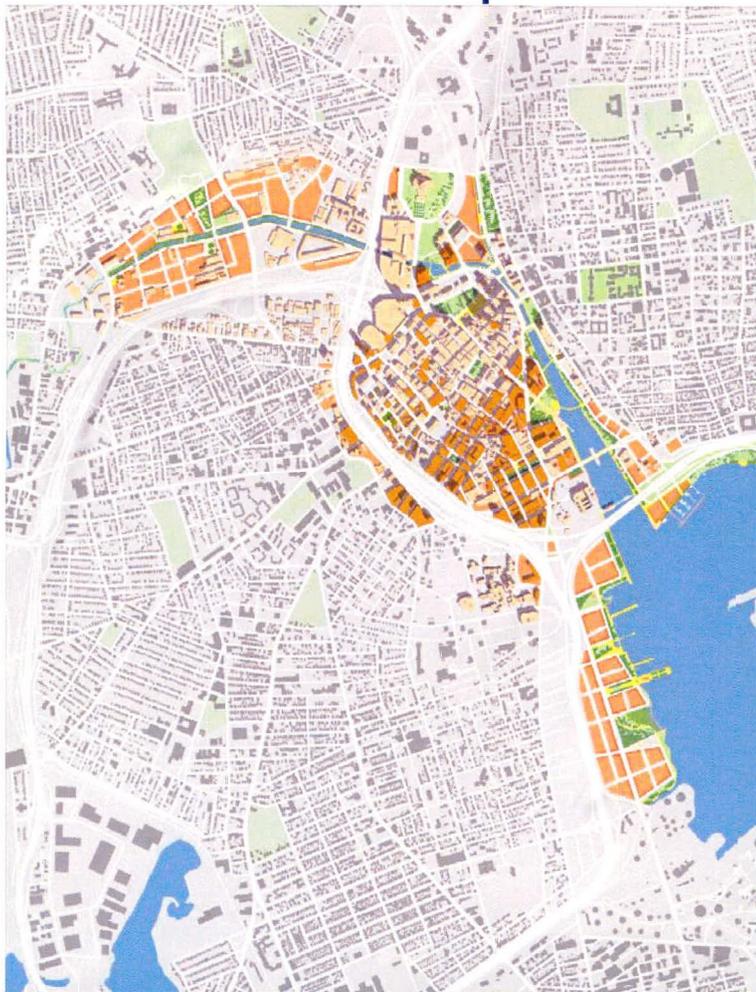
STRATEGIES TO GROW THE PROVIDENCE ECONOMY

Grow the Providence Economy.

CREATE A VISION FOR ECONOMIC GROWTH

Fiscal Year 2005 Accomplishments

- ◆ *A Vision for Providence 2020*—The key objectives of this project are to:
 - ◆ Create confidence for investment
 - ◆ Connect places and destinations
 - ◆ Position Providence in the next economy
 - ◆ Establish priorities and strategies for implementation
 - ◆ Generate broad-based support



Sasaki Associates, the planning and design consultant retained by the city to prepare the plan, conducted several stakeholder meetings during the month of January to discover issues, concerns and major objectives from all stakeholders. A conceptual framework plan was developed based on this research and previous planning efforts and presented at a series of meetings over two days in May. Follow-up meetings were held during the month of June to present a revised plan based on feedback received in May.

Fiscal Year 2006 Goals

The consultant will be submitting a draft plan for review during the summer of 2005. It is expected that the plan will be finalized and submitted for adoption as part of *Providence 2000: The Comprehensive Plan*.



GOAL

Grow the Providence Economy.

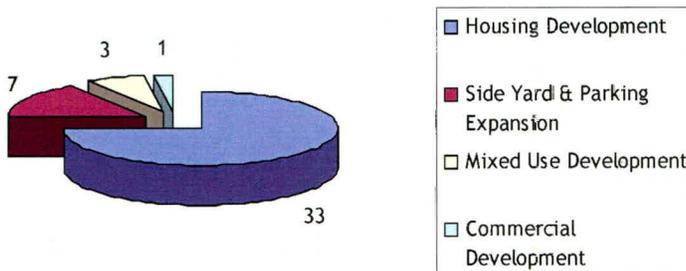
STRATEGIES TO GROW THE PROVIDENCE ECONOMY

CREATE AN ATTRACTIVE ENVIRONMENT FOR INVESTMENT

Fiscal Year 2005 Accomplishments

- ◆ *Zoning Ordinance Update*—Worked with Zoning Commission appointed by the Mayor in November 2004 to revise and update the City’s Zoning Ordinance. This extensive review process included over 40 meetings with the Commission and its subcommittees, as well as four public information meetings around the city to present the proposed changes. A draft Zoning Ordinance was submitted to the City Clerk on June 29, 2005.
- ◆ *Brownfields Revolving Loan Fund*—Reviewed two grant requests and forwarded recommendations to the RIEDC, administrator of the fund.
- ◆ *Neighborhood Markets*—Created the Neighborhood Markets program to assist local merchants that typically have gross sales of less than \$1 million by providing access to lending capital, façade improvements and streetscape enhancements. The goal of the program is to upgrade the retail experience, strengthen businesses and preserve neighborhood character, history and ethnic flavor by using the *Main Street* four point approach - design, economic restructuring, promotion and organization. Eight neighborhood centers have been designated and enrolled in the “Main Street” program: Upper Broad Street, Lower Broad Street, Olneyville Square, Wickenden Street/Fox Point, Chalkstone Avenue, Atwells Avenue, Charles Street/Hopkins Square, and Cranston Street. The first enhancement project was the planting of 284 street trees.

Proposed Use of PRA Properties Sold in FY 2005



- ◆ *Abandoned and underutilized properties*—Developed comprehensive list of all properties owned by the Providence Redevelopment Agency as well as a database to track acquisition and transfer of PRA properties; acquired 28 properties for redevelopment and reuse; sold 44 underutilized properties; coordinated environmental remediation of contaminated properties; reviewed the financial feasibility, design, an potential neighborhood impact of proposed development projects; coordinated PRA property maintenance program and expanded it to include sidewalk snow removal; created database in cooperation with Cleanscape to include photo data of existing properties and initiated research and development of city-owned and tax-title properties.



GOAL

STRATEGIES TO GROW THE PROVIDENCE ECONOMY

Grow the Providence Economy.

CREATE AN ATTRACTIVE ENVIRONMENT FOR INVESTMENT

Fiscal Year 2006 Goals

- ◆ *Zoning Ordinance Update*—Work with Zoning Commission on producing a final Zoning Ordinance for adoption in Fall 2005. Develop brochures, training sessions and a user manual to assist the public and city staff in making the transition to the new Ordinance.
- ◆ *Brownfields Revolving Loan Fund*—Develop and implement marketing campaign for available petroleum funds; continue to review funding applications.
- ◆ *Neighborhood Markets*—Issue Request for Proposals (RFP) and award three technical assistance grants to merchant associations for streetscape enhancements such as signage, street furniture etc. Launch new storefront improvement loans (\$25-\$50,000) for façade improvements to individual businesses through the Providence Economic Development Partnership.
- ◆ *Tax Stabilization*—Identify changes to current tax stabilization policy.
- ◆ *Development Database*—Create a database of major development projects under review by neighborhood to track investment in Providence. Maintain and update Providence Investment Book for interested developers.
- ◆ *Department Webpage*—Update the Department's webpage to be more user friendly and provide more information for citizens.
- ◆ *Vacant and Underutilized Properties*—Create strategy for acquisition of underutilized and derelict properties in conjunction with neighborhood groups and non-profit housing organizations to maximize neighborhood revitalization through the targeting of specific areas; continue evaluation of surplus and underutilized city property and city-held tax title properties for potential sale and development; develop design guidelines for development of PRA property; create consistent policy for property acquisition by non-profit organizations, individual developers and developers; develop submission criteria for potential developers—including details of financial capability, preliminary designs and a summary of development experience; revise all existing legal forms for clarity, strength and consistency with existing laws.

City of Providence

Department of Public Works



Annual Report

FY - 2005

PREFACE

The Department of Public Works (DPW) is established under Article X of the City of Providence Home Rule Charter as adopted March 13, 1997. Under the Charter, the DPW is assigned specific responsibility for “the construction, reconstruction and maintenance of highways and bridges; operation of drawbridges and other movable bridges; snow removal; sidewalks and curbing; street cleaning; garbage and refuse collection and disposal, including operation and maintenance of incinerators and dumps; and street lighting.”

In accordance with Article XII of the Charter, each Department is required to prepare, for the Mayor with a copy to the City Clerk and each Council member, an annual report of their operations.

This report will provide an overview of the operations of the Department of Public Works for FY 2005 and include a few of the highlights for each of the operational divisions of the Department.

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INTRODUCTION

The Department of Public Works (DPW) is established under Article X of the City of Providence Home Rule Charter as adopted March 13, 1997. Under the Charter, the DPW is assigned specific responsibility for “the construction, reconstruction and maintenance of highways and bridges; operation of drawbridges and other movable bridges; snow removal; sidewalks and curbing; street cleaning; garbage and refuse collection and disposal, including operation and maintenance of incinerators and dumps; and street lighting.” Several of these functions are no longer applicable; specifically the City no longer operates any drawbridges or other movable bridges, and no longer operates any incinerators or dumps.

With the transfer of the ownership and maintenance responsibility for the Providence sewage treatment plant to the Narragansett Bay Commission, DPW was assigned responsibility for the operation, maintenance and necessary reconstruction of the sanitary sewer and storm drain collection systems in the City.

Also DPW has been assigned the Traffic Engineering functions described under §1017 (a-c) of the Home Rule Charter. The traffic engineering duties include providing advice to the Mayor and the Council related to parking, to traffic movements, studies, and traffic growth projections. The DPW is also responsible for the construction, inspection, and maintenance of traffic control devices including signs and traffic control signals, and parking meters.

The DPW presently consists of seven divisions, which will be further described in the following pages. The seven divisions are:

1. Administration
2. Engineering
3. Environmental Control
4. Garage Maintenance and Equipment
5. Highway and Bridges
6. Sewer Construction and Maintenance
7. Traffic Engineering

MISSION AND OBJECTIVES

DEPARTMENT MISSION

The mission of the DPW is to efficiently maintain, preserve, and protect the City's infrastructure resources relating to roads, bridges, sewer and storm water collection, the operation of the hurricane barrier, solid waste collection and disposal, traffic movements control; to provide guidance and assistance to citizens/communities with the development and protection of property by implementing safe and uniform standards; and, to provide a safe environment through enforcement of environmental ordinances and regulations.

OBJECTIVES

The primary objectives of the DPW are:

1. Monitoring of public improvements by reviewing plans, designs, and engineering studies;
2. Oversight of solid waste collection and disposal;
3. Administration of the City's recycling program;
4. Maintenance and repair of streets, sidewalks, bridges, and sewer lines;
5. Cleaning of the City's streets;
6. Removal of snow and ice;
7. Maintenance of traffic control equipment and parking meters; and
8. The maintenance and operation of the Fox Point Hurricane Barrier.

ADMINISTRATION

The Administration Division of DPW is responsible for payrolls, controls and processing of billings, issuance of certain permits (dumpsters, trash haulers and utility). As the name implies this group of individuals provides administrative support to DPW. Administration provides telephone switchboard and reception services to DPW during the day. It serves as the central receiving and distribution point for calls/complaints/concerns that are received from the public, the City's administration, or from elected officials.

The Administration Division is headed by the Assistant Director General Services and staffed by five additional personnel. During FY 2005, DPW received/tracked and responded to 1,178 calls as distributed below:

- 240 direct calls from the public
- 659 calls from the Mayor's Office
- 279 calls from the City Council Office or directly from Council members

Three years ago the Administration Division instituted a system for tracking the one thousand (or so) complaints that are received during the course of the year. This tracking program has continued to focus on customer response, so that every complaint received is answered.

Payroll for the 100 plus employees of DPW (including overtime) is processed and tracked by the Administration Division, the payroll totals approximately \$4.7 million/year. Payments for all expenditures which vary from small miscellaneous items such as office supplies, to the payment for contracted waste removal services which total more than \$200,000 per month are prepared and processed through this office. For the most part, the Administration Division is directly involved in the preparation and tracking of payments from DPW's \$14,000,000 budget.

In addition to expending funds for infrastructure operations and maintenance, DPW also provides some offsetting income to the City for services provided. DPW collected fees or received reimbursement for the following services and materials:

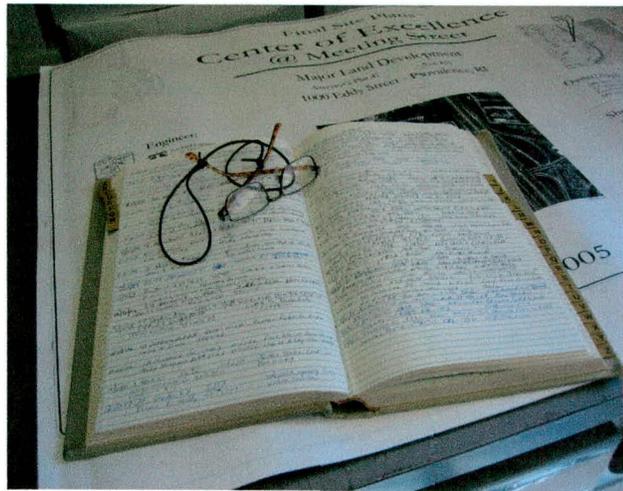
\$8,781	for recycling bins
\$13,579	dumpster permits
\$7,200	curb openings
\$7,200	sidewalk construction licenses
\$3,800	sidewalk use license (sidewalk cafes)
\$6,600	trash hauler licenses
\$42,100	sewer permit fee
\$1,700	copies
\$13,140	utility permits (road openings)
\$139,515	billed permits - longitudinal
\$841	lot cleaning program
\$40,021	Traffic Engineering
\$5,354	Cleaning vacant lots
\$8,918	Sand and salt
\$297,908	total collected and remitted to City

ENGINEERING

Four individuals working under the direction of the Chief Engineer staff the Engineering Division of DPW. The Engineering Division is responsible for reviewing site plans for new construction and reconstruction throughout the City and provides the Department of Inspection and Standards with a *Letter of Approval* prior to their issuing a building permit. Prior to issuing a *Letter of Approval*, a representative of the Engineering Division reviews in-house records and conducts a field examination. Following completion of construction, another field examination is conducted and the Department of Inspection and Standards is advised as to whether the required site work was completed in accordance to the approved plan. During FY2005, 227 site plans were reviewed by Engineering.

Engineering services are provided for work proposed by DPW, the City Council, other City Departments, or other public or private projects. The Division provides assistance to the Law Department with the investigation and review of claims against the City.

Engineering staff review planned utility work and issue permits for the installation/repair of utilities within the public right-of-way. During the past year DPW issued 2415 road opening permits.



Engineering staff also review and issue *Physical Alteration Permits* (PAP) for work within the public right-of-way, including alteration of curbs and sidewalks for driveways; 92 PAPs were issued during the past year.

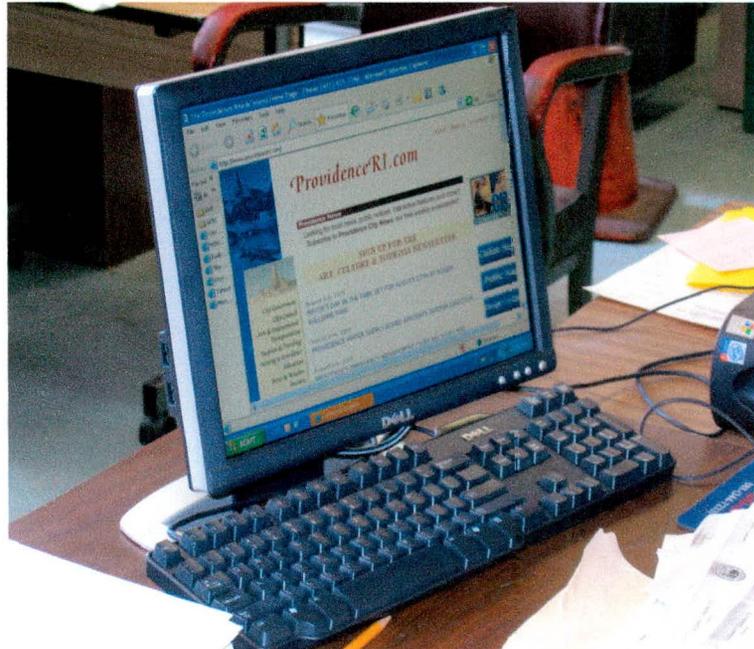
This office issues permits for connections, as well as extensions, alterations, and modifications to the sewer system; 283 sewer permits were issued last year. All sewer work is inspected to insure compliance with City standards; field measurements are taken to update records maintained by this office. In addition to the permitting process, the Engineering Office issues Drain Layers Licenses.

The Engineering Division assists the Board of Licenses with the issuance of table and chair licenses on the public sidewalk. Field inspections are performed and recommendations are made regarding the area available for use without adversely impacting pedestrian movements.

The issuance of permits results in generated revenue of a little less than two-hundred thousand dollars.

The Engineering Division is the custodian of all engineering records for City Public Works infrastructure including sewers, street lines, benchmarks, highway sections and other archival records - many of these original documents including plans and field books date to the early 1900's and some to the 1850's. The staff accommodates inquiries from the public to acquire these records; approximately ten inquiries occur each day, photocopy services are provided. The Engineering Division maintains records related to survey layout of lots at the North Burial Ground. During FY2005 computers were distributed to all engineering staff, this is the first step toward digitizing the Department's plans and records.

The Engineering Division prepares plans for abandonment of road and other public property, as well as plans for easements within the public ways. As well as being made part of the permanent records maintained by Engineering, these plans are used by the City Clerk's office; 8 plans of this nature were prepared during the last year.



To supplement the records maintained by this office, the Engineering Division conducts research in other City departments, including the Office of the City Clerk, The Recorder of Deeds, the Tax Assessor's office and the City Archives.

The City Engineer, in cooperation with RIDOT, local utility providers, and the consulting firm Vanasse Hangen Brustlin, Inc, is coordinating the numerous construction projects which are on-going and/or planned throughout the City. Information is coordinated so that all interested parties are knowledgeable about lane closures and other work that will impact traffic. The information is provided to motorists by RIDOT through their Traffic Operations Center and to the media for publication and traffic advisories.

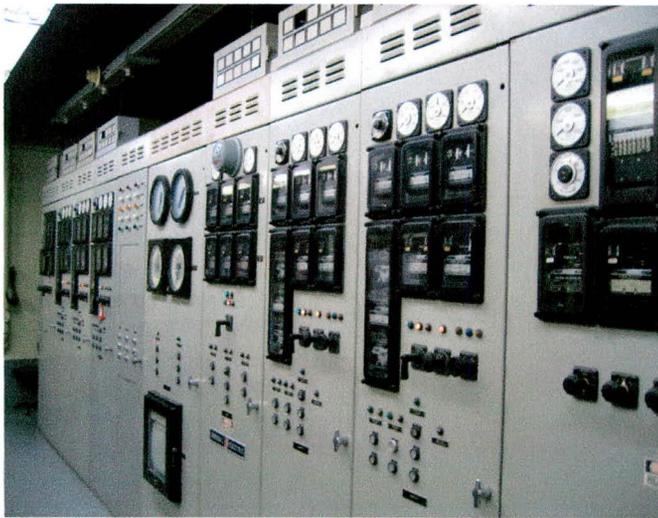
The Engineering Division provides coordination and engineering review of the Citywide sidewalk and roadway improvement program between the consulting project manager and field inspection engineers, City Council members and their assistants, contractors and other City departments. During FY2005 construction contracts for work valued close to two million dollars were commenced. The Engineering Division also provides input during the development of capital improvement projects typically initiated by the Department of Planning and Development. Projects of this nature include such

work as traffic calming projects, roadway corridor enhancement and signalization of intersections. Review of projects being prepared by other agencies and private developers is also provided. Some of these projects are:

≡	Fox Point Traffic Calming	\$388,000	completed
≡	Silver Lake Traffic Signals	\$210,000	started
	○ Pocasset Avenue at Union Avenue		
	○ Plainfield St at Laurel Hill Ave		
≡	Sunshine Island Road (Save the Bay)	\$580,000	complete
≡	Manton Avenue Enhancement		under design
≡	Summit Neighborhood Traffic Calming	\$660,000	under construction
≡	Luongo Square Traffic Calming		under design
≡	Silver Lake Traffic Calming	\$173,000	contract awarded
≡	Westminster Street Enhancement		under design
≡	Washington Street Traffic Improvements – by RIDOT		complete
≡	Veterans Memorial Auditorium Enhancements – by RIDOT		under construction

In addition to traditional engineering functions, this group is responsible for the Fox Point Hurricane Barrier. The Engineering Division coordinates the operational tests of this important structure with U.S. Army Corps of Engineers along with its maintenance and repair. The Engineering Division performed operational tests observed by the Corps of Engineers on August 22, 2004, December 11, 2004, and June 18, 2005;

“in-house” tests were performed on September 25, 2004, March 19, 2005, and May 21, 2005. The barrier was staffed and prepared for service in anticipation of a storm surge created by Hurricane Charlie August 14-15, 2004.



During the past year repairs were ongoing on pump number 3 which is the last of the five pumps to be overhauled in a program which began in 1994. A Scope of Work was prepared and an RFP was solicited to assist the Department with selection of a

consultant to prepare engineering plans and estimates for the replacement of the electrical control systems at the Fox Point Barrier.

The Engineering Division is responsible for coordinating the City’s Storm Water Management Plan in conformance with the requirements of Rhode Island Pollutant Discharge Elimination System.

ENVIRONMENTAL CONTROL

Reporting through the Operations Manager, the Environmental Division is headed by the Associate Director for Environmental Services. The goal of the eleven individuals in this Division is to improve the quality of life for the residents of Providence by providing a cleaner, healthier environment.

The Environmental Division of DPW provides highly visible, direct-to-the-customer services for the City. The areas administered by the individuals in this Division include:

- Waste/rubbish removal contract
- Recycling
- Vector control
- Lot “clean and lien” program
- Environmental outreach – education and training
- Enforcement of environmental regulations

The programs administered by the Environmental Division account for more than half of the City’s \$14 million DPW budget.

Among the most important activities during the past fiscal year was the piloting of a semi-automated waste program. DPW staff in cooperation with WasteManagement provided four hundred 96-gallon waste carts to households in the Manton/Olneyville area. In addition to the pilot program, specifications were prepared and the City opened bids for the furnishing and delivery of 15,000 waste carts to City households. These trash carts are the first phase of a semi-automated waste collection program for the City and will serve the needs of ¼ of the City’s households; the total roll-out will involve approximately 62,000 households. The semi-automated waste collection program is one component of a multi-faceted effort to manage and reduce the City’s waste stream, reduce rodents, reduce litter, and reduce the tipping fees by increasing recycling.



A second high-light of FY2005 was the Department’s Leaf and Yard Waste Collection. The separate collection of Leaf and Yard Waste in the fall of 2004 and spring

of 2005 eliminated 1,200 tons of compostable material from the waste stream and saved the City \$60,000 in tipping fees.

The contract for solid waste collection and recycling which is administered through the Environmental Division expires during 2005. A new bid document has been prepared for advertising and a new three year contract is anticipated.

Two of the Division's employees are assigned to rodent abatement activities. In an effort to augment this program, a bid was prepared and a contract was issued to New England Pest Control to assist with these efforts. City staff visited 394 sites during the year, New England Pest Control technicians visited 184 sites during the spring of 2005.

The improper storage and disposal of solid waste allows the proliferation of rats and other nuisances. One of the tools to improve waste storage and disposal practices and to advance recycling efforts is the enforcement section of this division. Staff from our Environmental Division patrols the City to issue environmental violations (tickets) and then follow through with the Municipal Court system. In FY 2005 DPW staff documented violations and wrote 4,569 tickets - fines totaled \$1,328,925; fines paid totaled \$189,704.00, fines which remain outstanding total \$481,740. Sometimes tickets may be withdrawn by DPW for a variety of reasons; the municipal court dismisses some tickets, and a number of tickets remain outstanding.

In addition to waste management activities, DPW is also responsible for coordination of the City's recycling activities. The inclusion of recyclable materials in the waste stream results in unnecessary spending for disposal of solid waste. The recycling rate Citywide during FY 2005 was 8½ %. Efforts are being made to increase recycling including educational programs at City schools. Staff visited 17 schools during the year to talk about recycling and how important it is to the environment and the City. Our Environmental Division is actively involved in community outreach; staff involvement includes providing workshops on proper waste management and recycling. Through cooperative efforts with several organizations our Environmental staff has been able to reach merchants, business owners, neighborhood organizations, and school children.

Outreach efforts have been coordinated through:

- ≡ CCRI's Business Owners Education Campaign
- ≡ CCRI's Homeowners Education Campaign – directed toward first time home buyers
- ≡ Providence Recycling Education Committee
- ≡ Woonasquatucket River Conservation – river clean up
- ≡ West Elmwood Housing Development Corporation
- ≡ Elmwood Foundation
- ≡ Olneyville Housing Corporation
- ≡ Providence Shine – a program directed toward school children

GARAGE MAINTENANCE AND EQUIPMENT

The equipment operated by DPW is maintained by a staff of eight that is made up of one supervisor and seven mechanics (various titles). Along with the DPW fleet of 115 pieces of equipment which includes 31 heavy plow trucks; 30 light trucks, pick-ups, and vans; 18 automobiles; and 32 assorted other equipment; the DPW staff repairs and maintains vehicles assigned to the Mayor's Office, the Recreation Department, Public Property, the City Solicitor, and the City Sergeant. A Fleet Manager was hired by the City during the spring of 2005 to coordinate the activities related to the several department fleets; the anticipated coordination of activities between City Departments should improve efficiency of acquisition and repair functions.

The average age of the DPW *heavy* plow trucks is now 7.3 the average is down from last year as the result of purchasing 5 new trucks during FY2005 and also "scrapping" several that were no longer serviceable. Of the 31 which are still carried in the inventory we will be eliminating four 10-wheel dumps and one 6-wheel dump before the end of (calendar) 2005.

The age distribution of the fleet is moving in the right direction but the program must be continued with equipment purchased on a regular basis.

In addition to the heavy truck fleet, the DPW relies on light trucks and automobiles to support the activities of inspectors and technicians who provide service to citizens around the City. Many of the Department's automobiles were purchased used and are now more than ten years old. In fact the average of the Department's eighteen cars is 10.8 years, of the eighteen vehicles, eleven are serviceable, three are in poor condition, and four are out of service and due to be "scrapped". During FY2005 DPW purchased four automobiles and four minivans from the Providence Water Supply Board; this is a help but again the minivans are eight years old and the automobiles are ten years old. In order to avoid excessive repair costs and to provide reliable equipment to field personnel replacement of these vehicles must be planned.



HIGHWAY AND BRIDGES

The Highway and Bridge Division staff of DPW is among the more visible, more frequently seen group of City employees. This group, made up of 49 employees (including foremen) under the direction of the Highway Superintendent, the Assistant Highway Superintendent, and the Operations Manager, is responsible for the maintenance of 370 miles of roadway and 50 City owned bridges; they provide typical roadway related direct service to the public in such areas as winter snow plowing and sanding, pothole repair, sidewalk cleaning and repair, and litter removal.

The Highway and Bridge Division assists with contracted street sweeping by providing trucks to haul the material that is picked up by the sweepers. Supervisory staff from Highway and Bridge is responsible for monitoring the sweeping contractor's operation to insure that work is efficient and productive. Payments to the sweeping contractor totaled \$380,746.55 for the FY2005 - for street sweeping operations totaling 4,424.5 hours of work.

The Highway and Bridge Division is involved in a wide variety of functions related to streets – and sometimes for other agencies. This group is responsible for the emptying of street waste receptacles that are placed in commercial areas throughout the City. We provide clean-up after special events such as neighborhood /organization/ethnic festivals. DPW staff also provides clean-ups of lots when owners do not respond to the City's requests; the property owner is then billed for the costs. DPW crews provide regular clean-up of the City's "gateways" including Dean Street, Fruit Hill Avenue, Manton Avenue, Branch Avenue, Industrial Drive, Smithfield Avenue, and other roadways that carry traffic into the City of Providence.

In an effort to cooperate with neighborhood community groups, we have provided roll-off containers for neighborhood clean-up activities. The Highway and Bridge staff assists the Environmental Division by providing the workers and equipment that do the work.



Included in the mix of workers in the Highway Division are four cement finishers who repair sidewalk slabs along the 370 miles of City streets – there are nearly twice this



many miles of sidewalk. During the past year our catalog of 883 complaints has been entered into a computerized database and many locations visited to provide an objective condition assessment. Repairs to locations with a fault in excess of three inches have been given priority. Sidewalk repairs were completed at 56 locations during FY2005.

The employees of the Highway and Bridges Division assist the Engineering Division

with the operation and testing of the Hurricane Barrier as needed. The staff from this division provided assistance with the closure of the street and canal gates. They also clean the trash racks to remove debris from in front of the barrier pumps on a weekly basis.

Among the very visible functions provided by DPW are winter storm operations - plowing and sanding during snow and ice events. The 2004/2005 winter season brought eighteen events that required plowing and sanding.

In the mix of storms was a major event beginning January 22 with operations into the day on January 24 – NWS reported accumulations of 23 inches, the 5th worst storm in one hundred years. Total accumulation for the winter was in excess of seventy-one inches making it the area's third highest snow season on record. The total cost of winter operations were \$1,706,248 which included personnel, materials, and hired equipment; FEMA reimbursed the City \$393,546.48 for the January 22-24 event.



SEWER CONSTRUCTION AND MAINTENANCE

Sometime in the mid-nineteenth century the City of Providence began construction of a vast system for the collection of sanitary waste with outfalls into urban rivers and the Providence Harbor. By the beginning of the 20th century, the local sewage collection systems were tied into trunk lines that carried the waste to a sewage treatment plant in the Field's Point area of the City. Providence continued to grow and the sewage collection system was expanded; the treatment plant was "modernized" to improve its operation. After more than a century of operation by the City, the sewer trunk lines and the treatment plant were turned over to a quasi-public agency, the Narragansett Bay Commission that operates the system today.

The City retained the responsibility for approximately 415 miles of storm, sanitary, and combined sewer lines. The maintenance and repair of the sewer systems is accomplished under the direction of the Operations Manager by the Superintendent of Sewers and eight workers. This Division also maintains some 20,000 manholes, 4,000 inlets and 12,000 catch basins. Included in the maintenance program for the 12,000 catch basins is regular cleaning to remove sand and debris from sumps of the storm sewer catch basins – depending on the area, cleaning should be accomplished on a regular basis once every one to five years. During the past year NBC relinquished to the City the maintenance responsibilities for the Capital Center Pump Station.



The original drawings for the sewer and street plans which show the lateral connections to houses along the City streets are still on file and available in the Engineering Office at DPW's facility on Allens Avenue.

During FY2005 the following activities were accomplished:

Activity	2004	2005
Catch basins cleaned & traps cleaned	1530*	2904
Chutes cleaned	129	232
Main lines flushed	115	217
Color tests performed	31	11
Inlet stones repaired	12	18
Inlet stones replaced	4	18
Grate frame and cover repaired	8	13
Basin frame and recover repaired	9	21
Manhole frame and cover repaired	4	24
Chutes repaired	10	6
Mainline excavations	20	17
River gates maintained daily	8	10

*Both of the basin cleaning trucks were down for a period of time

TRAFFIC ENGINEERING

A City Council Ordinance authorized the formation of the Traffic Engineering Department in October 1948, and the Department was activated on March 1, 1949, with the appointment of a Traffic Engineer, the reassignment of other maintenance personnel, and the administration of a separate budget. In 2003, Traffic Engineering became a division of the Department of Public Works under the direct supervision of the Director of DPW. The Mayor, with confirmation of the City Council, appoints the Traffic Engineer. During the spring of 2005 a new Traffic Engineer was appointed to oversee the operations and administration of this important division.

The primary goal of the Traffic Engineering Division is to provide for the safe and efficient movement of people and goods on roadways within the City. This division is responsible for the maintenance of 198 signalized intersections, 1,753 stop controlled intersections and 101 yield controlled intersections. This division is responsible for all regulatory, warning and guide signs on 2,094 streets and 366 miles of roadway within the City. We also assist various groups in installing signs for Crime Watch, hospitals, churches and, most recently, signs directing the public to evacuation sites throughout Providence.

The division is responsible for street/sidewalk closing permits for the closing of City streets and sidewalks for various events and construction, such as detouring traffic for events such as road races, *Waterfires*, parades and neighborhood block parties.

This division assists with the review of all plans going before the Zoning Board of Review and Building Inspection with regard to off-street parking and curb openings. The Traffic Engineering Division is responsible for the review of all commercial curb openings. This division works closely with the Department of Planning and Development and the Rhode Island Department of Transportation in reviewing and approving all plans related to traffic control devices and parking on City streets. Staff investigates complaints from parking violators to determine if an area was properly signed.

In order to organize and manage the duties of the Traffic Engineering Division, a Scope of Work has been prepared for the purchase of Work Order Management software. Implementation of the system will provide improved prioritization, scheduling, tracking, and closeout of work orders.

The division maintains, installs and collects monies from 690 parking meters. The collected monies are dropped off to Brink's in locked steel canisters where they are counted by Brink's and then deposited to a City account. Under a contract with ACS, new meters have been installed at locations throughout the City. The new meters accept coins or "smart cards" and provide improved usage tracking capabilities. In addition to the standard pole top meters, "multi-spot" kiosks are also being installed at selected locations.

The Traffic Engineer attends meetings with contractors and consultants for review and approval of construction or development projects in the City.

The Traffic Engineering Division staff is occasionally asked to assemble accident records from the Providence Police Department for traffic studies and/or to prepare a

“collision” diagram to review “spot” locations and perform traffic and pedestrian counts as required.

At this time, two employees are responsible for the maintenance and repair of 198 signalized intersections; the work includes replacing burned out signal and pedestrian lamps, repair of traffic signal controllers, and replacing equipment that has been knocked down or damaged. The individuals handling traffic signal repairs have gone so far as to construct new traffic signal systems from used equipment to keep the signalized intersections in operation.



The Traffic Engineering Division is also responsible for the installation and maintenance of all traffic signs throughout the City. The Sign Maintenance Section has five employees, one Traffic Sign Foreman, and four “traffic sign maintenance men”. In addition to sign installations, the sign installers fabricate signs as needed and will occasionally be called upon to fabricate portable cement bases for temporary sign installations. In an effort to improve

efficiency and production we are replacing the current sign making equipment with a new state-of-the-art system. The new sign system will be instrumental in efforts to replace street-name signs which will be produced using high-intensity reflective sheeting for improved night-time visibility.



The Traffic Engineer is responsible for the painting of crosswalks and centerlines. Through the services of a private contractor this division maintains 848 crosswalks; we are increasing our program of epoxy markings in an effort to provide added durability and longevity. During the fiscal year the \$108,000 provided in the City budget was expended and additional X-walks and stop bars were installed by City staff.

The decorative lighting that was formerly owned and maintained by the City has been privatized and is now maintained by Johnson Controls.

RECORDER OF DEEDS

ANNUAL REPORT 2005

HISTORY

Providence became incorporated in 1832, and the charter at that time made a provision for the Recorder of Deeds office. Our books date back to 1861, going forward to the current day. Maps and books dating back to 1677 can be found in the city's archives.

Our city's original deed to Roger Williams did hang in the Recorder of Deeds office for many years before it was transferred to the archives for preservation purposes.

OVERVIEW

By charter, the Recorder of Deeds shall keep records concerned with real estate within the city limits. These records shall include but shall not be limited to deeds, mortgages, leases, attachments, suits, liens and violations of the minimum standards housing code.

The department's primary function is to record, enter, and film all daily real estate transactions. It must also accurately up-date indexes, maintain land evidence books, plans, and plat maps. In 2002, we recorded and returned 42,214 documents.

The staff of Recorder of Deeds is seven full time employees who serve independent title examiners, attorneys, and surveyors, many City residents, and other City departments.

In FY 2005, the outcomes which the Recorder's office worked toward were the following:

- Streamline business processes through the use of technology
- Improve user satisfaction with the ease of doing business with the Recorder's office
- Improve utilizations of office space

PROGRESS IN FISCAL YEAR 2005

During the 2005 Fiscal Year, the Recorder's office recorded 55,043 documents. For the same period, the office collected revenues totally \$5,577,420, made up of both fees and real estate conveyance taxes. That reflected an increase of more than 6% over the previous year's revenues.

At the same time, the Recorder's office began a major change in its processes, moving toward a state of the art system to deliver greatly improved customer service. The office began its conversion to the ACS 20/20 System while serving its vast volume of incoming customers. The goal of the conversion is to create the highest quality records for the City and do so in away that provides speed and efficiency for those recording documents as well as those searching the records, both onsite and offsite. The first day of implementation July 28, 2005 was after the end of the Fiscal Year, but the early signs were extremely encouraging, suggesting that in the next year a real break through in service would be achievable.

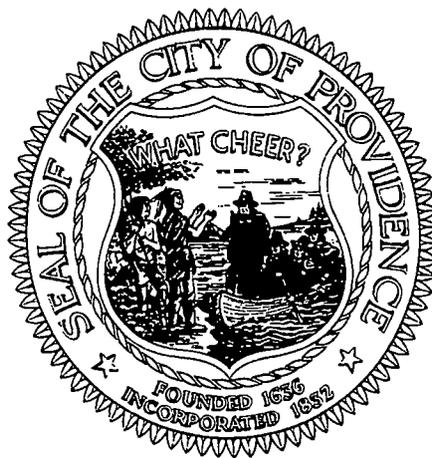
GOALS

For Fiscal Year 2006, the Recorder's office will continue to move toward a state of the art operation, including:

- Training and development of staff
- Review of organization to optimize effectiveness
- Revamping of physical space to improve service
- Full conversion to the ACS 20/20 System
- Service levels that include a practice of returning original documents to the customer immediately upon recording/scanning

We will continue to meet these challenges in support of the City's strong economic growth.

Department of Recreation



City of Providence

Annual Report 2005

Frank Santos Jr. Director
401-421-7740 (Ext. 723)

Mayor David N. Cicilline

The Honorable David N. Cicilline
Mayor
City of Providence
Members of the Providence City Council

It is again my privilege to submit this report for your review and information. We continue the effort to present as many recreation activities and programs for both youth and adult citizens of the City of Providence. Partnerships continue to increase and with expanded involvement in the PASA initiative we will experience greater opportunities to learn, grow, and present higher qualitative programs with community input.

The Center Director's participation in extensive training offered through the PASA initiative, has provided this department invaluable credibility, and it is our intent to continue the pursuit of additional training opportunities for all staff so as to seek National Certification. This has provided the chance to feel ownership and pride in such a manner that the overall department mission was revised and we will seek support to have this adopted officially and posted in all Recreation Centers.

The department is a work in progress and continues to evolve to enhance services to residents of this city. Programs and services provided through our recreation centers have been clearly defined. With the support of recreation administration those centers continue to present direct services to constituency in their respective and surrounding communities. The continued support and role of administrative services to the centers is extremely important, however our current challenge is to redefine how we improve internal working relationships and expand services to residents not directly involved with our recreation centers. This will bode well in building additional capacity to serve residents who may chose not to officially join our centers but simply desire to participate in opportunities presented by the department as a whole.

As I have indicated in previous reports, it is the initiative and efforts of the employees in this department who go above and beyond to make all the activities presented on the following pages worthy of participation. It is also a credit to have this staff employed by the city. I am immensely proud of their work, and grateful to accept their confidence as we look forward to expanded responsibility.

Sincerely,

Frank Santos Jr.

History

- Created in 1942 as a part-time summer only department.
- In 1947 became a full-time department offering both summer and winter programs
- Oldest centers are the *Davey Lopes* and *Zuccolo* built in 1949
- *Rogers* and *Joslin* centers were built around 1964
- All other centers were built in 1994 or thereafter
- Previous locations of Administrative office:
 - Roger Williams Park
 - One Reservoir Avenue
 - West End Recreation Center
 - Current location One Recreation Way



Mission Statement

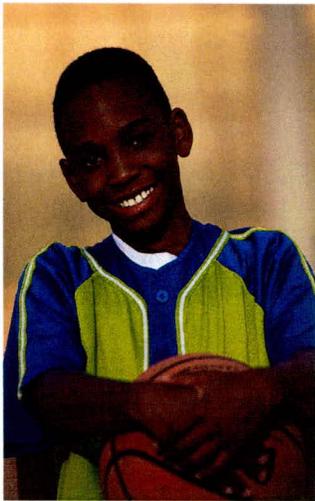
**As established by
the City Charter**

“The Department of Recreation shall be responsible for the planning and administration of recreation programs in the city for all age groups, and for such other programs and services as may from time to time be placed under its Jurisdiction”

**As proposed by staff
of all Recreation
Centers after this
years training sessions
via/PASA**

“The Providence Recreation Department will provide diverse recreational and educational opportunities which will strengthen individual characteristics, improve the quality of life, and create a safe environment for every resident in the City of Providence”

Introduction



This report covers the recently completed fiscal year 2005 from July 1, 2004 to June 30, 2005. The Department of recreation continues its progress to develop greater trust and build relationships to accomplish the goals set forth in providing recreation to the citizens of the City of Providence. As always, continued encouragement and support provided by the administration and city council has been very important.

We continue to establish ongoing and healthy relationships both internally and externally, and this effort **includes all departments in service to the city**. Some of these relationships have been experienced with but not limited to:

- *Department of Operations*

The Operations Department continues to provide support through direct assistance in problem solving with community groups and sharing information with other departments at regular meetings. An example of this was the controversy with Little League Baseball. This was very challenging and with out direct support from the staff of Operations and Administration it would have been much more difficult to resolve community differences

- *Office of Neighborhood Services*

The Office of Neighborhood Services is invaluable and is always available to lend support or bring to our attention concerns of residents we are attempting to provide services to.

- *Parks Department*

Our relationship and dependency of the Parks Department is imperative and their willingness to collaborate in providence more and a different opportunity for the youth of this city continues to be extremely important. We had a large group of youth (90 to 100) at Adventure Camp (Roger Williams Park) this year and most were not from our Recreation Centers. One major concern is how to create a venue or activity to keep the youth cooler while enjoying this experience at Roger Williams.

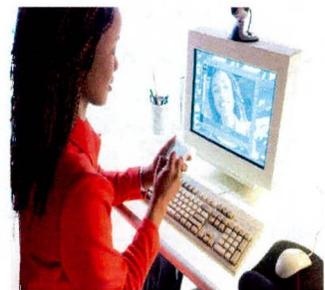


- *Department of Arts & Culture*

As demonstrated through their successful efforts to provide wonderful new experiences in the downtown district, our department must develop stronger efforts to include them in attempts to enhance even greater experiences directly in the neighborhoods surrounding our recreation centers. We host about 15 “Evenings in the Neighborhoods” around our pools and water parks, attendance could be stronger at these events with their involvement and or promotion. This is an area, which could be improved, and we remain committed to working with Arts & Culture to improve this presentation.

- *ProvStat*

ProvStat was created to raise accountability, provide greater opportunities to review programs, and make decisions more accurately on services we provide through the collection of data and information for planning purposes. Through the efforts of PASA we were provided computers for all of our recreation centers. The current challenge is to get them operational and provide training to the recreation center staffs so as to more accurately tract program activities and make better decisions.

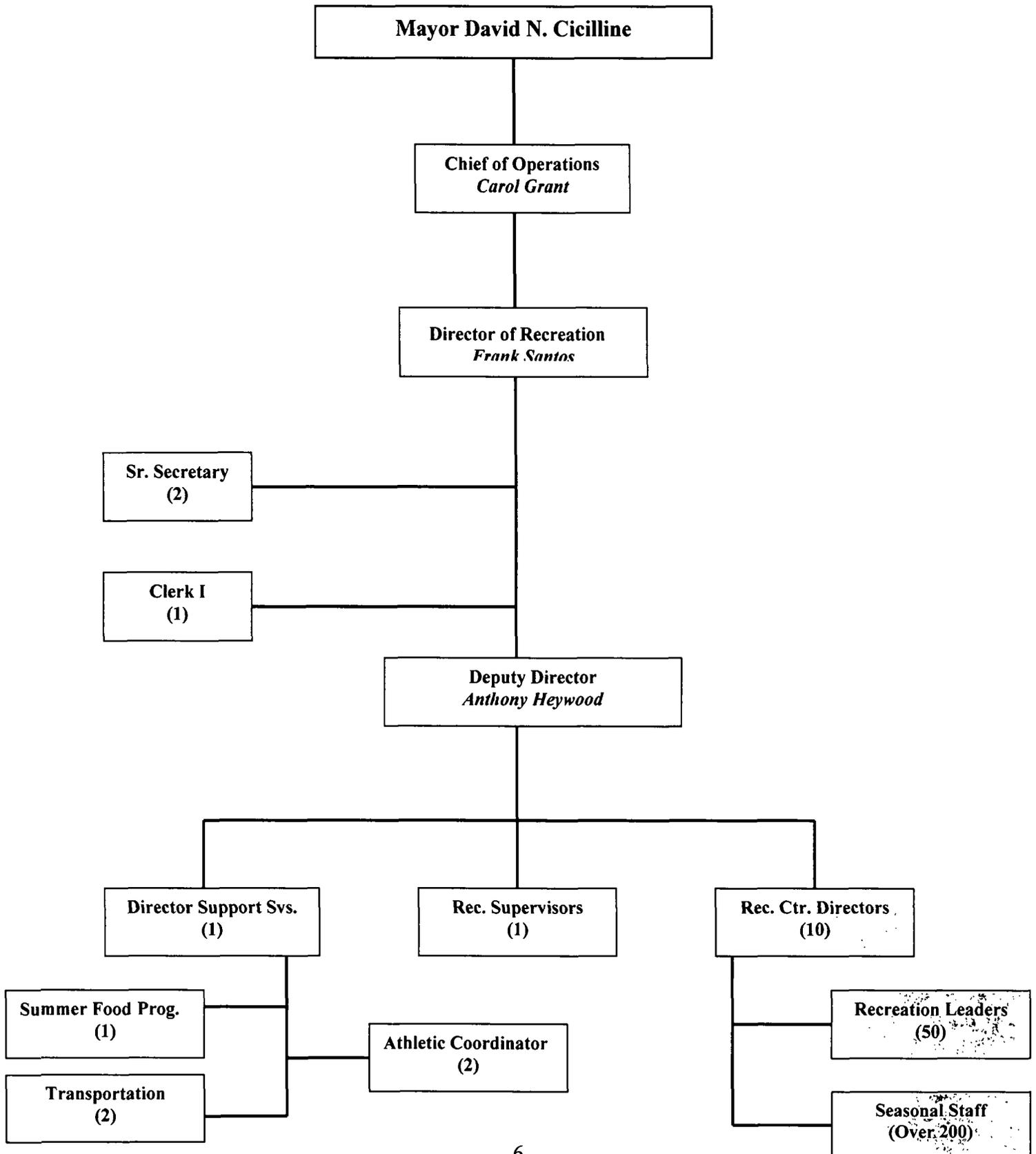


- *Providence Police Department*

The relationship with the Providence Police and Recreation is a natural process and all of our centers interrelate very well with them. The feeling is one support and mutual respect, and they continue to be a very important presence at our pools, water parks, and other summer programs. An area of challenge for both departments is getting more police officers involved during their off duty times.

Organizational Chart

Proposed – Recreation Organizational Chart



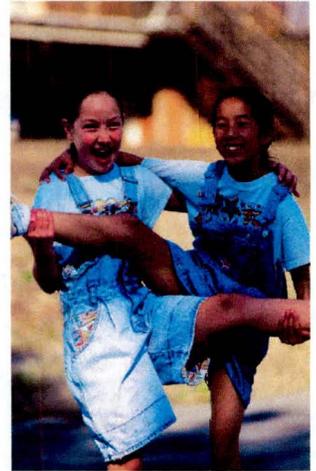
* Note: Senior Service is not included in the chart

Department Overview

The Department is divided into the following main areas of function:

1. Administrative
2. Recreation Centers
3. Transportation
4. Programs
5. Summer Food Services
6. Summer Jobs
7. The Camp Cronin Experience

A major goal of this department is to plan, develop, and increase recreational programs and opportunities that are responsive to the community needs.



This department continues to seek alternative means to supplement our budget and services in an effort to support the Mayor's directive to work smarter and provide more services. Our collective effort in working with administration, the city council, other community groups, and the private sector has and will continue to produce higher quality programs and reach more youth and residents of the city.

We continue to experience progress in this area and we are happy to provide a review of the activities in this report that will validate this. This department has not only continued existing activities, but has in some instances increased them. We are also committed to continue efforts in creating non-traditional opportunities for the youth of the city.

Short-term Goals

- Strive to create higher standards for employment in particular for full time employment
- Strengthen and make better use of the ProvStat process
- Implement voice mail
- Develop clear lines of communications, supervision, and support
- Work to create an Advisory Board at each Recreation Center and reestablish the city wide Recreation Advisory Board
- Work to assure that fun and learning is the most important goal of all youth activities

Challenges

- Improve services to community
- Completion of computers/technology to Recreation Centers
- Continue the development of all staff through training
- Continue the effort to create non-traditional opportunities for youth
- Work with the city to improve the fleet of vehicles in our service

Transportation

The Providence Recreation Department transportation program continues to be a cornerstone activity for the residents of the city. This past season the program expanded services by re-establishing a third passenger bus to the fleet of vehicles. With the assistance of ProvStat the department was able to monitor daily trips and schedules and develop statistics that have been used at quarterly ProvStat meetings highlighting the impact on the residents of the city.



The program continues to offer services to the following organizations:

- Senior Citizen Groups
- Neighborhood non-profit organizations
- Providence Schools
- Charter Schools
- Various other groups

The destinations for the field trips that are scheduled vary depending on the time of the year. Winter destinations include LaSalette Shrine while summer trips are geared toward South County attractions.

The department has 12 passenger vans that are assigned to the ten recreation centers and central offices. These vehicles also transport thousands of recreation center children to various venues around the state for leagues, tournaments and hundreds of special events. The department strives to continue these services in the future and hopes that the city has the resources to upgrade the fleet of vehicles that need to be replaced. The department has made a conscious effort to provide more transportation opportunities for recreation-sponsored programs. With more plans for the future in place, this trend will continue.

Field Permits

The 2004-2005-field permit season was one of change and transition. During this season, permit fees were raised for the first time in five years. Many organizations felt these new fees were not fair for the entire season. After reviewing what other municipality's fees were, each group understood that the fees were still very fair and affordable.

With over thirty fields under the jurisdiction of recreation, filling the hundred or so request for field space is a very tedious process. For the most part, the season was an overall success with the department generating approximately \$14,000.00 to \$16,000.00

in annual revenue from the collection of permits fees. There was a 100% collection rate of fees for the first time in three years.

Field space continues to be an issue regarding the lack of available soccer fields in the City of Providence. Each year, more and more soccer leagues are forming that are requesting space. So far, the department has been able to accommodate all requests for field space-time. In the next few years, the demand will pass the supply of fields available with scheduling conflicts resulting. Leagues have been very forthcoming and have even discussed shared field space and league mergers to try to alleviate the problem. Leagues have also shown a willingness to assist with the general maintenance of some of the complexes.



Overall the partnerships between recreation and the permit holders continue to expand as the organizations become educated with the policies of the process and support changes when they are instituted. The department issued over 75 permits for the season.

Boys High School Summer Basketball League 2005

The Providence Department of Recreation Boys High School Basketball League played thirteen regular season games plus playoffs and a championship game. The games were held at the Neutaconkanut Recreation Center on Tuesday and Thursday evenings from 5:30pm to 10:00pm.

Listed are teams who participated in the league:

- | | |
|--------------------|----------------------|
| 1. Barrington | 8. Hope |
| 2. Classical | 9. Mt. Pleasant |
| 3. Central | 10. Wheeler |
| 4. Cranston East | 11. North Smithfield |
| 5. East Providence | 12. Moses Brown |
| 6. Feinstein | 13. Juanita Sanchez |
| 7. Hendricken | |

Champions: Bishop Hendricken
Runners up: Central High School

Girls High School Summer Basketball League 2005

The Providence Department of Recreation Girls High School Basketball League played a thirteen regular season games plus playoffs and a Championship game. Girls from all over the state came to compete at the Neutaconkanut Recreation Center on Monday and Wednesday evenings from 5:30pm to 10:00pm.

Listed are teams who participated in the league:

- | | |
|-------------------|-----------------|
| 1. North Kingston | 8. Tollgate |
| 2. Classical | 9. Coventry |
| 3. LaSalle | 10. Ponagansett |
| 4. Cranston East | 11. Johnston |
| 5. Cranston West | 12. Smithfield |
| 6. Saint Rays | 13. Central |
| 7. Bay View | |

Champions: Ponagansett High School

Runners up: North Kingstown

All league games were officiated by interscholastic league referees.



Boys & Girls Youth Basketball 2005

During the winter season the Department of Recreation sponsored six citywide leagues. 10 under boys league, which contains 11 teams, Joe Hassett, league which contains 10 teams for boys 12 under, 13 under girls league which contains 6 teams, Marvin Barnes League which contains 12 teams for boys 14 under, 16 under girls league which contains 6 teams, 16 under boys which contains 8 teams. These divisions have Playoffs and Championship with leagues Playing 18 game scheduled, on Thursday evenings and Saturday afternoons. All leagues were played at various Recreation Centers. Championship games were played at Providence College Alumni Hall with award ceremonies and pizza party.

Boys 10 under League

Champion: Vincent Brown

Runners-up: Rogers Recreation

Joe Hassett League

Champion: Fox Point

Runners-up: Rogers Recreation

Marvin Barnes (14 under)

Champion: Sackett Recreation

Runners-up: John Hope

Boys 16 Under League

Champion: Sackett Recreation

Runners-up: Davey Lopes

Girls 13 Under League

Championship: West End

Runners-up: Zuccolo Recreation

Girls 16 Under League

Championship: Zuccolo Recreation

Runners-up: Met School

Summer Lunch Program

The Federal Summer Food program continues to be the largest summer food program in the state. The program is 91% of the state's entire summer program. The program offers lunch each day during the course of July and August for over 120 sites all over the city. The daily averages for the program year were: 3000 breakfast and 6500 lunches served daily. This is approximately 47, 000 meals served weekly during the summer.



The department is able to employ well over two hundred youth and adults to assist with the overall facilitation of the program. This includes: meal preparation, meal packaging, meals boxed and shipped to the various sites around the city. This program is sponsored by the State Department of Education and the Federal Government and is 100% reimbursable for the service provided.

The department has expanded services to include the city of East Providence for the 2004 season. This was not the first time in the programs existence that this has been the case. Pawtucket and Cranston have also requested our services in times of need. The program has been recognized locally by the State Department of Education and has also received regional recognition in 2002.

Overall, the program is an extension of the school meal programs. The meals provided for some of these children could be the only nutritious meal they receive on a daily basis. The program has to meet strict federal guidelines that mandate essential elements that each lunch must have. In order to be reimbursed for the meals, all meals must meet these guidelines. The program main operation facility is located at Bridgham Middle School.

Camp Cronin

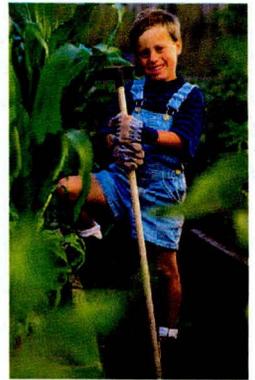
The Providence Recreation Department had another successful summer season at the city owned facility located in Point Judith. During the months of July and August of 2004, the camp was scheduled weekdays for Senior Citizens, neighborhood non-profit and various organizations that participated. A normal camp experience could include arriving at the facility at 10:00am, taking a nice walk down to the oceanfront for a glimpse of Block Island on a clear day. This view is worth the trip alone!

After a morning at the oceanfront, the staff at the camp will greet you with at daily cookout that includes hamburgers, hotdogs, chips and soda. After lunch depending on the age of the group, numerous activities can be arranged. These include:

1. Scenic tour of Galilee and Narragansett
2. Trip to the beach
3. Field activities at the camps spacious open green space
4. Special trip to the ice cream stand

For the summer of 2005, the facility has additional groups scheduled to use the facility and hope to expand the overall use of the facility for various city departmental functions.

Overall, the camp has a daily average of 35 to 40 participants. For the summer season, the department has impacted over 1600 city residents who have visited the camp. For some, this field day is something they experience on a yearly basis, for inner city children this trip leaves a lasting experience that will long be forgotten!



Summer Youth & Adult Basketball

As usual the major effort of this departments summer activities are the safe operation of all its pools and water parks. Two years ago we were fortunate to get direct financial assistance form the Providence Police in the amount of \$20,000 and we created the first Providence Neighborhood Summer basketball League for boys and Girls. That was the firs time this department offered the formal and organized opportunity to hundreds of kids playing basketball across the city in seven different locations at the same time, three evenings weekly. In the absence of that financial support last year we relied on previous community support to continue offering this opportunity, however in only five locations. Unfortunately we did not offer this last summer in the Chad Brown or Hartford Park communities.

The relationship this department has with the police continues to be a beneficial association. All district commanders and center directors share vital program information to ensure good communication and promotion to the community at large.

NFL/JPD

The National Football League/Junior Development Program once again contributed \$4,500 to have our department run a two-week development football clinic for the youth of Providence. We brought together coaches from the four public high schools and four youth football programs in the city to present the program. The first time use of Brown University's football stadium made the program much more attractive than previously and we successfully engaged 90 new youth unassociated with our recreation centers. This activity culminated with a visit to the New England Patriots practice and participation in the punt, pass, and kick competition.

Midnight Basketball (Men and Women)

We did not receive the \$12,000 support form Citizens Bank as previously, however continued this limited activity through the efforts of hiring a part-time coordinator. It was successful primarily because of the efforts of this coordinator, Lynn Johnson.

Sailing

Sailing for youth took place at the Community Boating Center with \$5,000 support from Citizens Bank. We had difficulty recruiting youth last year, but invited this years participants form NFL/JPD and did get more youth involved. This was a wonderful opportunity.

Street Workers Basketball Classic

Supported Street Workers Basketball Classic at the Civic Center
(Did not take place this year)

Pre-Teen Football Classic

Sponsored the second Pre-Teen Football Classic at Conley Stadium on June 26, 2005. This is a fundraiser for the four Pre-Teen Football Organizations in Providence. Despite the extremely hot weather and poor attendance we did increase the amount raised from \$1,500 to \$3,540 because of a successful ad-book we coordinated.

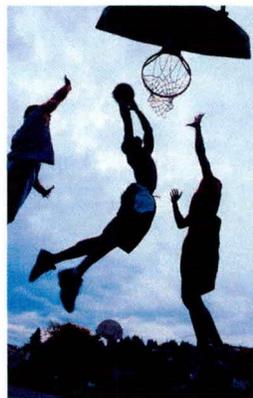
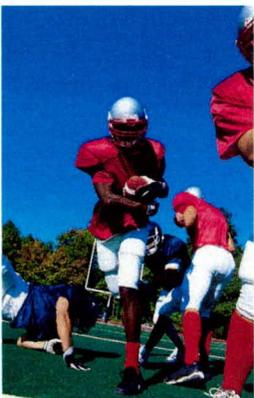
College Fairs

Youth in all our sports leagues were invited to attend College Fairs and campus information programs at URI, CCRI, and RIC.

Events

Youth in many of our Recreation Centers were the recipients of tickets and attended various events such as:

- Celtic regular
- Playoff basketball games @ the Fleet Center in Boston
- URI, Brown, CCRI, RIC basketball games and football games
- Golf at Buttonhole
- Theatre at Trinity



Special Events and Activities 2005

➤ **Evenings in the Neighborhoods**

Evenings in the Neighborhood cookouts were held throughout the summer, all the municipal pools as well as Fox Point Boys and Girls Club, Billy Taylor Park, Regent Avenue Playground, George J. West Park, and Fragnoli Park enjoyed hot dogs, hamburgers, soda and chips provided by Recreation Department, entertainment include Tywce, Puppet Shows, Face Painting, Y Obstacle Course and Ron's Disco.

➤ **Thanksgiving**



Due to the generosity of Administrative Staff of the Recreation Department, once again this year the families that reside in the Arbor Glenn and Maple Wood Terrace Apartments were given turkeys along with assorted food items to help make this holiday special.

➤ **Halloween and Christmas**



In 2005 various centers made their annual trips to the Factory of Terror along with a large party, which was held at Classical High School with entertainment provided by Attitudes in Motion Dance Performance Team. Along with a bicycle give away and candy bags given to all children present made for a very special event.

Again this year with the generosity of the Marine Corps Toy for Tots program the recreation centers were able to pass toys out to inner city children, along with each center holding annual Christmas parties.



➤ **Easter Egg Hunts**

Easter Egg Hunts were held at various sites across the city. Along with Egg Hunts children who attended these events were given toy and candy filled Easter Baskets.



➤ **Take a Kid Fishing**



Under the direction of the Rhode Island Saltwater Anglers Association the Providence Recreation Department was able to take 66 children from the local recreation centers. This is a new program for the department, and we look forward to continuing this next year.

➤ **Poolside Stories**

The Providence Recreation Department in conjunction with the Providence Public Library held a state summer reading program called "Read up a Storm" the site for this new program was the West End Pool located on Bucklin Street. The children were read stories while the Federal Summer Lunch Program provided lunch to them. This program enabled those in attendance to receive passes to various educational sites across the state along with a certificate signed by the Governor stating that they were part of this very special program.



➤ **Community Boating Program**

Once again youth across the city were given the opportunity to participate in the Community Boating Center Program. This program provided instruction and access to recreational sailing for all with an emphasis on children this program helped build self-esteem, broaden horizons and made all those involved more aware of the environment

➤ **Head Start Music Program**



With the help of the Recreation Department the Providence Head Start Program and its sites across the city were entertained and educated in the areas of music, magic and communication. This program serviced over 1,000 Head Start children.

Activities and Accomplishments since July of 2004

- Continued support to all recreation center via regular visits and meeting both at those centers and the main office
- Increased data entry and reporting to ProvStat through the membership applications
- With the support of Bank America/PASA completed the City Wide Youth Basketball Leagues at Providence College (Tavares, Barnes and Hassett Leagues)
- We will name the 10 and under league after Roosevelt Benton
- Many coaches attended the Principals of Positive Coaching Training
- Worked with Dr. Walker (RIC) to develop a coaches operations manual reflecting the attempt to put fun first for all youth
- Required attendance of all players to see and discuss the movie "Coach Center" with the head coaches from the Providence Public High Schools

- Received a donation of a full sized handicapped school bus from the Free Wheelers Association. We are working with the City Arts Program to consider how to use this to create a mobile traveling Arts Program for youth in the Recreation Centers, and local Parks where centers are not located during the summer months beginning 2006
- Held meetings with Little League to discuss and plan increased services to all youth of the city playing basketball
- Held meetings with the American Cancer Society to plan and support the effort at our local pools and water parks to educate everyone about the dangers of skin cancer
- For a fee, (\$10,000) worked with the North End Collaborative to set up and provide a Day camp experience for their youth exclusively at Adventure Camp (Roger Williams Park). This money went into programs or equipment needed for the department
- Solicited Sodexo to cover all cost (approx. \$14,000) associated with food for the upcoming summer season so that we could also use that savings for equipment or programs

With the above monies we purchased some of the following sorely needed items of which have been delivered or we are awaiting delivery:

1. Freezer for storage of all delivered food for all the daily needs at Camp Cronin, Evenings in the Neighborhood Programs, etc...
2. Canopies and umbrellas for all the pools to provide shade cover against and help to prevent skin cancer.
3. Volleyball poles and nets, horseshoes, bocce, baseball gloves, bases, bats, table games, soccer balls all for all Camp Cronin and the department in general
4. Program support for possible Fall and Spring programs such as the collaboration with City Arts and possible City Sail (w/North Providence Rec. Dept) and Soccer opportunities to be developed with Providence High School Soccer coaches and RIC



Fiscal Year 2004

1. Support the out of school initiative through the Providence After Alliance (PASA).

Status = Good

2. Develop a fee structure (revenue) for all our activities and admission to the pools that is logical and the community will support. Hopefully return revenue to the department for overall program and/or maintenance support.

Status = In Progress

3. Regenerate interest in Camp Cronin through development of an Alumni Association and generate income/revenue that returns to support programs at the camp.

Status = None

4. Redesign Adventure Camp with additional staff input for next summer operations.

Status = Good

5. Work with Center Directors to realign staffing at their centers to more accurately reflect what they need to provide better service

Status = Fair

6. Develop and train a greater pool of community volunteers and college students who would gain academic credit for assisting this department in providing more quality services.

Status = Poor

Major Task Goals for Fiscal Year 2005 - 2006

1. Follow up on goals unaccomplished from last year
 - a. Develop a fee structure (revenue) for all our activities and admission to the pools that is logical and the community will support
 - b. Regenerate interest in Camp Cronin
 - c. Develop and train a greater pool of community volunteers and college students

2. Develop and implement an annual employee evaluation/incentive program (not necessarily financial) that rewards hard working employees to increase staff moral.
3. Support, redefine, and clarify the role of recreation administration so that the entire department has a good understanding of their purpose and relationship as it relates to how we provide services to increase capacity.
4. Devise a comprehensive calendar of events that highlights the department's events citywide for 05-06 and promotes our accomplishments on a regular basis.
5. Put together a real plan with dates that will address the modernization of all our pools that are in desperate need of infrastructure improvements.