



Board of Park Commissioners

Wednesday, September 20, 2023 at 6:00 p.m.

<https://bristolct.gov.zoom.us/j/85069890052?pwd=TkRYWjBjbGU5eFZCVmRpbGhvZXcwdz09>

Bristol Parks, Recreation, Youth & Community Services – 51 High Street, Bristol CT

Regular Meeting Agenda

1. Call To Order
 - a. Attendance
2. Acceptance Of Meeting Minutes
 - a. July 19, 2023 Regular Meeting Minutes (Attachment A)

Documents:

[ATTACHMENT A.PDF](#)

3. Public Participation
4. Superintendent's Report
 - a. Monthly Division Updates (Attachment B)
 - b. Project Updates (Attachment C)
 - c. Department Financials

1. Fund balance of the Friends of Bristol Parks and Recreation Fund (Attachment D)
2. Place on file the Superintendent's FY23 Year End Financial Report (Attachment E)
3. Approval of the FY24-25 Internal Budget Process and Timeline (Attachment F)

Documents:

[ATTACHMENT B.PDF](#)
[ATTACHMENT C1.PDF](#)
[ATTACHMENT C2.PDF](#)
[ATTACHMENT D2.PDF](#)
[ATTACHMENT D.PDF](#)
[ATTACHMENT E1.PDF](#)
[ATTACHMENT E2.PDF](#)
[ATTACHMENT E3.PDF](#)
[ATTACHMENT E4.PDF](#)
[ATTACHMENT F.PDF](#)

5. Old Business

- a. Consider a recommended pickleball rule addition submitted by City Councilwoman Jacqueline Olsen Pickleball prohibiting round robin play
- b. Memo from the Superintendent on Department Special Events Review and Analysis (Attachment G)
- c. By Commissioners

Documents:

[ATTACHMENT G1.PDF](#)
[ATTACHMENT G2.PDF](#)

6. New Business

- a. Presentation from City Grants Administrator Dr. Dawn Leger on the Community Development Block Grant (CDBG) 5-Year Plan
- b. Request from Bristol resident Kristopher Salls for Holiday Light Displays in the Parks
- c. Place on file the Rockwell Security Summer 2023 Report provided by Westech Security (Attachment H)
- d. Award Contract for Grass Cutting Services at Nelson's Field to Sleepy Hollow Farm CT LLC (Attachment I)
- e. Award of Contract for the Renovations of Kern Park to Stonehedge Landscaping (Attachment J)
- f. Consider a proposal for EV Charging Electric Vehicle Stations at DMAC and refer to

Finance Committee for FY25 Budget (Attachment K)

g. Referral from City Council for acquisition of L#10, Map 65 Marsh Road (Attachment L)

h. Park Rules Sign Refresh Project Updates (Attachment M)

i. Place on file the Solitude Lake Management Report for Veterans Memorial Boulevard Ponds (Attachment N)

j. By Commissioners

Documents:

[ATTACHMENT H.PDF](#)
[ATTACHMENT I.PDF](#)
[ATTACHMENT J.PDF](#)
[ATTACHMENT K.PDF](#)
[ATTACHMENT L1.PDF](#)
[ATTACHMENT L2.PDF](#)
[ATTACHMENT L3.PDF](#)
[ATTACHMENT M.PDF](#)
[ATTACHMENT N1.PDF](#)
[ATTACHMENT N2.PDF](#)
[ATTACHMENT N3.PDF](#)

7. Committee Reports

a. Fund Development Committee

b. Policy Committee

c. Finance Committee

d. City Council Liaison Updates

8. Adjourn

Respectfully submitted,

Jazzya Coakley

Recording Secretary

Board of Park Commissioners



PARKS, RECREATION, YOUTH AND COMMUNITY SERVICES

Board of Park Commissioners

Wednesday, July 19, 2023 at 6:00 p.m.

Bristol Parks, Recreation, Youth & Community Services – 51 High Street, Bristol CT

<https://bristolct-gov.zoom.us/j/86122067235?pwd=UW5acXUxQmY3d2VXUjFDQm1hazNxdz09>

Regular Meeting Minutes

1. Call to order

a. Vice Chair Fiorito called the meeting to order at 6:00 p.m.

b. Attendance

Present: Robert Fiorito, Vice Chair
Sandra Bogdanski, Commissioner
Cynthia Donovan, Commissioner
Leonard Lamothe, Commissioner
Robert Lawson, Commissioner
Emily Michaud, Commissioner
Andrew Howe, City Council Liaison
Marie O'Brien, Board of Finance Liaison

Erica Benoit, Community Engagement Coordinator
Sarah Larson, Deputy Superintendent
Dr. Joshua Medeiros, Superintendent

Absent: Mayor Jeffrey Caggiano, Chair

2. Acceptance of meeting minutes

a. **MOTION:** Made by Commissioner Donovan to accept the May 24, 2023 Regular Meeting Minutes.

Seconded by: Commissioner Lamothe, all in favor; motion carried.

3. Public participation:

a. **MOTION:** Made by Commissioner Donovan to move up New Business Item 6d.

Seconded by: Commissioner Bogdanski, all in favor; motion carried.

6d. Community members: Jan Rickard, Mike Fletcher, Elizabeth Phelan, and Chris Chapah all advocated for a pickleball court rotation use system. Community member, Jim Fomenko, advocated for a 'first come, first serve' system. Commissioners discussed Pickleball court use rules.

MOTION: Made by Commissioner Lamothe to approve Pickleball court rotational system and usage rules, with modification to the language regarding the number of players.

Seconded by: Commissioner Michaud, all in favor; motion carried.

b. **MOTION:** Made by Vice Chair Fiorito to move up New Business Item 6a. and 6b.

Seconded by: Commissioner Lawson, all in favor; motion carried.

6a. Jonathan Tunsky, Project Manager for Weston & Sampson, presented on Page Park Revitalization Project Updates; discussion followed.

6b. Jeremy O'Neill with Placer Data presented Park Data Analytics Software; discussion followed.

MOTION: Made by Commissioner Bogdanski to further explore the Placer Park Data Analytics Software.

Seconded by: Commissioner Donovan, all in favor with the exception of Commissioner Lamothe, who voted not in favor; motion carried.

4. Superintendent's Report

- a. Commissioners reviewed the Monthly Division Updates; discussion followed.
- b. Commissioners reviewed the Project Updates; discussion followed.
- c. Commissioners reviewed the Department Financials; discussion followed.

5. Old business

- a. By Commissioners:
 - i. Commissioner Lamothe inquired about updates regarding Solitude Lake Management and the algae treatments being performed on Veterans Memorial Boulevard Pond, the proposal of adding keypad locks to the Mrs. Rockwell's public bathroom for safety and vandalism-prevention purposes, as well as provided updates on the Veterans Memorial Boulevard cannon refurbish project; discussion followed.
 - ii. Vice Chair Fiorito inquired about updates regarding the Edward Swicklas Employee Garden monument; discussion followed.
 - iii. Commissioner Bogdanski inquired about updates regarding the Veterans Memorial Boulevard Bridge Project; discussion followed.

6. New business

- c. **MOTION:** Made by Commissioner Bogdanski to approve the installation of shared bike lane signs and road symbols in Rockwell Park in continuation of the Shared Bike Lane Plan.
Seconded by: Commissioner Lamothe, all in favor; motion carried.
- e. Superintendent Medeiros presented Commissioners with information regarding Committee Planning and Agenda setting; discussion followed.
- f. **MOTION:** Made by Commissioner Lamothe to authorize the use of the corner of Memorial Boulevard and Mellen Street as a staging area during the construction of the Mellen Street Bridge.
Seconded by: Commissioner Michaud, all in favor; motion carried.
- g. By Commissioners: None.

7. Committee reports

- a. Fund Development Committee: None.
- b. Policy Committee: None.
- c. Finance Committee: None.
- d. City Council Liaison Updates: City Council Liaison Howe provided updates regarding the lighting for the Veterans Memorial Boulevard Bridge Project.

8. Adjourn

- a. **MOTION:** Made by Commissioner Bogdanski to adjourn the meeting at 7:40 p.m.
Seconded by: Commissioner Donovan, all in favor; motion carried.

Respectfully submitted,
Jazzya Coakley
Recording Secretary

DRAFT



Superintendent Report
Board of Park Commissioners
September 20, 2023

I. Parks, Grounds and Facilities Division Highlights

- Many dead and hazardous trees have been removed at Page Park.
- The new Pine Lake facility signs have been installed, and Landscape Gardner Steven Schriver beautified the signs surrounding area which vegetation.
- A rain garden was installed around Mrs. Rockwell's Pavilion, and a department planting was contributed at the All-Staff Engagement Summit.
- The E.G. Stocks/Casey Field Renovations ribbon cutting and grand opening celebration was held on Thursday, August 31st. The project included a major overhaul of the splash park, resurfaced basketball courts, energy efficient LED light upgrades to the volleyball and basketball courts, and ADA sidewalk improvements.
- The Ed Swicklas Employee Garden monument was unveiled on Friday, September 1st. Past department employees attended to show support and see their names on the monument.

Parks Division Accucom Work Order System Data	August 2022	August 2023
Work Orders Submitted	N/A	19
August Work Orders Closed	N/A	7
August Work Orders Still Open	N/A	12

Top 3 Parks: Rockwell (5), Page (5), Stocks (3), Peck (3)

Top 3 Tasks: Site Work (4), Tree Removal/Inspection (4), Playground Repair (2)

Vandalism Updates

Damage	Location/Date	Repair Progress/Update
Battery Theft	P8 Vehicle	Replaced
Climbing Wall	Pine Lake Adventure Park	Repaired
Graffiti	Rockwell Fitness Pad & Summer House	Cleaned
Railings Damaged	Brackett Park Gazebo	Repaired

II. Recreation Division Highlights

- Recreation Supervisor, Amry Shelby, celebrated 3 years with the BPRYCS department.
- BPRYCS was able to run our three summer camps successfully. Camp staff created a fun and engaging experiences that exceeded expectations. Campers enjoyed activities such as in-house entertainers, field trips, swimming, and arts and crafts.

- Improvements at Pine Lake Adventure Park are underway. Landscaping and removing the overgrowth from pathways have been completed and security advancements, such as trail cams and signs are set to be installed in the next week.

Recreation & Event Measures	August 2022	August 2023
# of youth engaged in recreation programs	958	1082
# of adults engaged in recreation programs	137	190*
Total # of recreation programs running	20	34

**Figure only includes the team captain for all softball and volleyball leagues. This figure is actually higher, as the other individuals on each of the teams aren't included.*

III. Aquatics Division Highlights

- The annual Pooch Plunge was held on Monday, August 21st, marking the official close of the season for outdoor pools.
- Highschool swim seasons are back in session.
- Early Fall Swim lessons begin September 16th.
- The Aquatics Division is actively hiring for lifeguard staff.

Aquatics Measures	August 2022	August 2023
# of visits to the Dennis Malone Aquatics Center	725	950
# of pool memberships sold	87	87
# program participants	472	674

Outdoor Pool Summer Statistics

Rockwell Pool Measures	
Revenue	\$15,885.00
# of Adult Non-Resident Participants	761
# of Adult Resident Participants	1131
# of Child Non-Resident Participants	1132
# of Child Resident Participants	1865
# of College Non-Resident Participants	3
# of College Resident Participants	4
# of Senior Non-Resident Participants	28
# of Senior Resident Participants	60

Page Pool Measures	
Revenue	\$13,710.00
# of Adult Non-Resident Participants	228
# of Adult Resident Participants	2787
# of Child Non-Resident Participants	272
# of Child Resident Participants	3704
# of College Non-Resident Participants	5
# of College Resident Participants	13
# of Senior Non-Resident Participants	20
# of Senior Resident Participants	13

IV. Outreach, Marketing, and Event Highlights

- The department released the Fall 2023 Snapshot highlighting the season's upcoming events, new programs, ways to register, relevant project updates.
- The BPRYCS staff attended the department's All Staff Engagement Summit at Rockwell Park on Wednesday, August 30th. The Summit included team building activities, accomplishments from 2023, a preview of what's on the horizon in 2024, problem solving workshops, and team activities.
- BEST Drug Free Communities Program Coordinator Mike Tingley and coalition members attended the statewide International Overdose Awareness Day in New Britain on Thursday. International Overdose Awareness Day is the world's largest annual campaign to end overdose, remember without stigma those who have died from overdose, and acknowledge the grief of the family and friends left behind.
- The 6th Annual Mayor's Back to School Pencil Hunt was held on Thursday, August 24th. Nearly 300 students were enrolled and despite the rain, there was a successful turnout.

Outreach, Marketing, and Event Measures	August 2022	August 2023
Unique # of visits to the Parks Project Portal	N/A	270
Total # of e-mails sent	33	32*
% of emails opened	44%	32%**
<i>Email click rate</i>	3%	5%

**Despite the switch to monthly newsletters, the increase in programming and program correspondence, increased the number of emails sent out.*

***The majority of the emails sent were regarding program reminders and cancellations due to weather.*

Upcoming Special Events- Save the Date

Event Name	Date	Time	Location
Halloween Spooktacular	October 28, 2023	3:00 PM – 10:00 PM	Bristol arts & Innovation Magnet School (BAIMS) – Field
Downtown Live: Rocky Horror Picture Show	October 28, 2023	Doors Open at 5:30 PM	Rockwell Theater (Located within BAIMS)
Turkey Swim	November 11, 2023	7:00 AM – 9:00 AM	Dennis Malone Aquatics Center (DMAC)
26th Annual Turkey Shoot Basketball Contest	November 18, 2023	9:30 AM – 12:00 PM	Chippens Hill Middle School - Gymnasium
Downtown Live: Scenes – A Billy Joel Experience	November 18, 2023	Doors Open at 6:00 PM	Rockwell Theater (Located within BAIMS)
Downtown Live: Christmas with the Nashville King	December 16, 2023	Doors Open at 6:00 PM	Rockwell Theater (Located within BAIMS)

Active Parks, Recreation, Youth and Community Services Capital Improvement Projects (Updated: 9/15/2023)

Project Name	Description	Status	Cost Estimates	Funding Source(s)	Target Completion
Kern Park Planning & Improvements	Design and construction of site improvements	Bids have been received and a contract award recommendation submitted to Parks Board. Anticipate City Council approval on October 10 th followed by contract award shortly after. Construction will begin thereafter.	\$63,000 FHI Studios; \$215,220 Aqua-Turf Irrigation Total Estimate: \$278,220	\$300,000- ARPA	December 2023/Winter 2024
Perry J. Spinelli- (Structural Improvements)	Structural improvements to the foundational beams per structural engineer assessment	Phase 2 renovations are completed but structural review of the building continues with a formal quote to fix the beams expected any time.	TBD	TBD	TBD
Page Park Revitalization	Utilize the Page Park master plan to fully renovate the park.	A formal presentation of the design and construction documents is scheduled for July. With commissioner endorsement we will proceed with permitting meetings to get the project ready for to go out to bid.	\$13.6 million (4yr phased approach)	\$2,000,000- CIP (3027010)	Late spring 2024 (out to bid), Construction TBD Summer 2024
Upgrade your Play Campaign (Playground Upgrades)	Playground replacements for priority sites: Federal Hill Green, Seymour Park, Wilson's Field, and Peck Park	The castle/ship playground PO has been submitted as a result of the community engagement initiative. Playground is anticipated to arrive and be installed in 12-14 weeks from time of order.	\$172,786 Kompan	\$172,838- LOCIP (1347000-22L01) & Various equip (0017021-589100)	Late Fall 2023/Winter 2024
Veterans Memorial Boulevard Enhancements	Removal of tennis courts, creation of urban garden, and a prefabricated bathroom.	The urban garden, Cris Radio QR monument audio tour and the bridge projects have been completed. The cannon is under restoration and is anticipated to be returned in November 2023. Planning is underway for phase 2 which includes ADA work/prefabricated bathroom.	\$37,000- removal/garden \$130,000- prefabricated bathroom estimates	\$37,000- CT Urban Forest Council Grant (1067021-22G47), \$300,000- ARPA (3077011-22C20)	TBD 2024

COMPLETED PROJECTS

E.G. Stocks Playground/Casey Field Upgrades	Site enhancements including ADA, court lights, splash pad and field upgrades.	The splashpad was poured on June 29 th and excavations and pouring for the precast pole sections for the basketball lighting foundations have been completed. The underground conduit for the basketball court lighting and installation of the splashpad fixtures are expected to occur this week. The AquaFlex coating installation is tentatively scheduled for the week of July 24 th . We anticipate substantial completion of the project by the end of July with a grand opening event scheduled TBD August.	\$261,811 for playground, \$109,000 for design/bid/construction admin. \$609,250 for construction	\$1,025,000- CIP (3027004).	August 2023
Perry J. Spinelli-Phase 2	Phase 2 interior and exterior renovations with a vision of establishing a premier rental facility.	Phase 2 renovations are completed but structural review of the building continues with a formal quote to fix the beams expected any time.	\$808,557 EDM, LRM Construction	\$810,000-CIP (3027010-22C02 & 21L01)	August 2023
Pine Lake Improvements (phase 2)	Renovations for the park including prefabricated bathroom and upgraded facilities/amenities.	Major project elements are completed and installed. A site tour is scheduled for October with the Adventure Park slated for a 2024 grand opening.	\$425,000 estimated for all upgrades	\$275,000- ARPA (3071032-22C23), \$150,000- CIP (3021032-20031)	Late Summer/Early Fall 2023



51 High Street, Bristol, CT 06010 | 860-584-6160 | Parksandrecreation@bristolct.gov

UPGRADE YOUR PLAY – SEYMOUR PARK

Summary Report

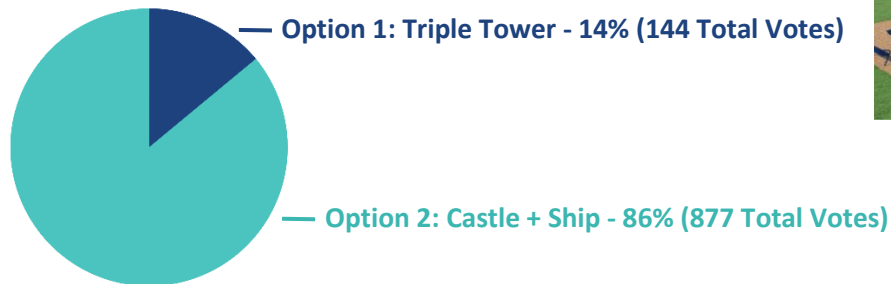
Background

Engagement Period: Wednesday, July 5 – Friday, July 21, 2023

Engagement Platform: Digital – Parks Project Portal

Consensus

Two options were available for community members to vote on.



Engagement

- **1,551 Unique views** of the Seymour Park Playground Plans on the Parks Project Portal
- **1,021 Total Votes submitted** via the Parks Project Portal and Facebook
- Average amount of time spent in the Parks Project Portal: 3 Minutes, 20 Seconds
- Traffic Sources to the Parks Project Portal (during campaign engagement/promotion):
 - o 58% - Social (Facebook/Newsletter)
 - o 35% - Direct Link (Text/Email)
 - o 4% - Organic (BristolRec.com/WFSB News/Bristol Press)
 - o 3% - Search Engines (Google/Bing)

Limitations

- Strictly digital/online engagement
- Only offered in English
- No collection of identifying information
 - o Non-resident participation
 - o No limit to unique user votes

YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
001 GENERAL FUND							
0017021 PARKS ADMINISTRATION							
0017021 480003 PARK TRUST FUNDS	-400,000	0	-400,000	.00	.00	-400,000.00	.0%
0017021 480004 PARK TRUST GOODS	-23,330	0	-23,330	-6,755.00	.00	-16,575.00	29.0%
0017021 514000 REGULAR WAGES &	401,460	0	401,460	68,344.57	.00	333,115.43	17.0%
0017021 515100 OVERTIME WAGES &	6,000	0	6,000	609.42	.00	5,390.58	10.2%
0017021 515200 PARTTIME WAGES &	41,385	0	41,385	6,116.19	.00	35,268.81	14.8%
0017021 531000 PROFESSIONAL FEE	28,080	0	28,080	16,440.28	4,654.00	6,985.72	75.1%
0017021 541000 PUBLIC UTILITIES	11,000	0	11,000	1,017.75	9,982.25	.00	100.0%
0017021 541100 WATER & SEWER CH	800	0	800	152.68	647.32	.00	100.0%
0017021 543000 REPAIRS & MAINT	1,500	0	1,500	89.85	1,610.15	-200.00	113.3%
0017021 552100 LIABILITY INSURA	73,000	0	73,000	73,476.96	6,934.49	-7,411.45	110.2%
0017021 553000 TELEPHONE	4,000	0	4,000	740.39	3,259.61	.00	100.0%
0017021 553100 POSTAGE	600	0	600	.00	.00	600.00	.0%
0017021 557700 ADVERTISING	8,000	0	8,000	758.53	1,000.00	6,241.47	22.0%
0017021 561800 PROGRAM SUPPLIES	2,500	0	2,500	1,431.96	100.00	968.04	61.3%
0017021 562200 NATURAL GAS	3,200	0	3,200	108.16	3,091.84	.00	100.0%
0017021 569000 OFFICE SUPPLIES	2,000	0	2,000	1,533.59	1,500.00	-1,033.59	151.7%
0017021 581120 CONFERENCES & ME	7,500	0	7,500	1,012.00	500.00	5,988.00	20.2%
0017021 583120 ARTS & CULTURE C	15,000	0	15,000	2,233.71	1,000.00	11,766.29	21.6%
0017021 589100 MISCELLANEOUS	0	0	0	6,473.20	1,936.80	-8,410.00	100.0%
TOTAL PARKS ADMINISTRATION	182,695	0	182,695	173,784.24	36,216.46	-27,305.70	114.9%
TOTAL GENERAL FUND	182,695	0	182,695	173,784.24	36,216.46	-27,305.70	114.9%
TOTAL REVENUES	-423,330	0	-423,330	-6,755.00	.00	-416,575.00	
TOTAL EXPENSES	606,025	0	606,025	180,539.24	36,216.46	389,269.30	
GRAND TOTAL	182,695	0	182,695	173,784.24	36,216.46	-27,305.70	114.9%

** END OF REPORT - Generated by Jazzya Coakley **

YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
001 GENERAL FUND							
0017022 PARKS GROUNDS & FACILITIES							
0017022 450311 MUZZY FIELD RENT	-30,000	0	-30,000	-21,455.00	.00	-8,545.00	71.5%
0017022 450321 RENTALS	-20,700	0	-20,700	-3,329.50	.00	-17,370.50	16.1%
0017022 450322 CONCESSION & MIS	-7,000	0	-7,000	.00	.00	-7,000.00	.0%
0017022 450400 MISC CHARGES FOR	0	0	0	-100.00	.00	100.00	100.0%
0017022 514000 REGULAR WAGES &	1,097,545	34,855	1,132,400	211,289.62	.00	921,110.38	18.7%
0017022 515100 OVERTIME WAGES &	120,000	3,600	123,600	44,325.87	.00	79,274.13	35.9%
0017022 515200 PARTTIME WAGES &	50,500	0	50,500	22,867.36	.00	27,632.64	45.3%
0017022 517000 OTHER WAGES	0	0	0	5,625.00	.00	-5,625.00	100.0%
0017022 541000 PUBLIC UTILITIES	78,000	0	78,000	17,888.94	60,111.06	.00	100.0%
0017022 541100 WATER & SEWER CH	45,000	0	45,000	3,586.65	41,413.35	.00	100.0%
0017022 542140 REFUSE	16,000	0	16,000	1,772.00	6,228.00	8,000.00	50.0%
0017022 543000 REPAIRS & MAINT	60,000	0	60,000	2,634.40	30,120.60	27,245.00	54.6%
0017022 543100 MOTOR VEHICLE SE	11,000	0	11,000	12.00	10,620.61	367.39	96.7%
0017022 561400 MAINT SUPPLIES &	95,000	0	95,000	11,106.40	82,339.66	1,553.94	98.4%
0017022 562100 HEATING OIL	18,000	0	18,000	.00	18,000.00	.00	100.0%
0017022 562600 MOTOR FUELS	37,000	0	37,000	.00	500.00	36,500.00	1.4%
0017022 563000 MOTOR VEHICLE PA	21,000	0	21,000	2,277.26	12,784.58	5,938.16	71.7%
0017022 563100 TIRES	3,500	0	3,500	.00	3,500.00	.00	100.0%
0017022 570905 SMALL EQUIPMENT	10,000	0	10,000	1,496.38	6,003.62	2,500.00	75.0%
0017022 581120 CONFERENCES & ME	4,000	0	4,000	2,331.82	1,725.00	-56.82	101.4%
0017022 581200 VANDALISM	4,000	0	4,000	414.50	550.00	3,035.50	24.1%
TOTAL PARKS GROUNDS & FACILITIES	1,612,845	38,455	1,651,300	302,743.70	273,896.48	1,074,659.82	34.9%
TOTAL GENERAL FUND	1,612,845	38,455	1,651,300	302,743.70	273,896.48	1,074,659.82	34.9%
TOTAL REVENUES	-57,700	0	-57,700	-24,884.50	.00	-32,815.50	
TOTAL EXPENSES	1,670,545	38,455	1,709,000	327,628.20	273,896.48	1,107,475.32	
GRAND TOTAL	1,612,845	38,455	1,651,300	302,743.70	273,896.48	1,074,659.82	34.9%

** END OF REPORT - Generated by Jazzya Coakley **

YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
001 GENERAL FUND							
0017023 RECREATION							
0017023 450105 PROGRAM FEES	-293,000	0	-293,000	-36,638.50	.00	-256,361.50	12.5%
0017023 514000 REGULAR WAGES &	137,280	0	137,280	22,284.13	.00	114,995.87	16.2%
0017023 515100 OVERTIME WAGES &	500	0	500	359.07	.00	140.93	71.8%
0017023 515200 PARTTIME WAGES &	342,000	0	342,000	218,828.67	1,000.00	122,171.33	64.3%
0017023 531000 PROFESSIONAL FEE	125,000	0	125,000	75,856.97	35,909.53	13,233.50	89.4%
0017023 561800 PROGRAM SUPPLIES	32,000	0	32,000	1,244.22	14,328.40	16,427.38	48.7%
0017023 581120 CONFERENCES & ME	1,250	0	1,250	.00	.00	1,250.00	.0%
TOTAL RECREATION	345,030	0	345,030	281,934.56	51,237.93	11,857.51	96.6%
TOTAL GENERAL FUND	345,030	0	345,030	281,934.56	51,237.93	11,857.51	96.6%
TOTAL REVENUES	-293,000	0	-293,000	-36,638.50	.00	-256,361.50	
TOTAL EXPENSES	638,030	0	638,030	318,573.06	51,237.93	268,219.01	
GRAND TOTAL	345,030	0	345,030	281,934.56	51,237.93	11,857.51	96.6%

** END OF REPORT - Generated by Jazzya Coakley **

YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
132 PINE LAKE ADVENTURE PARK FUND							
1321032 PINE LAKE ADVENTURE PARK							
1321032 422004 CHALLENGE COURSE	-60,195	0	-60,195	.00	.00	-60,195.00	.0%
1321032 515300 SEASONAL WAGES	37,395	0	37,395	.00	.00	37,395.00	.0%
1321032 531000 PROFESSIONAL FEE	15,000	0	15,000	.00	.00	15,000.00	.0%
1321032 553100 POSTAGE	400	0	400	.00	.00	400.00	.0%
1321032 557700 ADVERTISING	3,000	0	3,000	.00	.00	3,000.00	.0%
1321032 561400 MAINT SUPPLIES &	1,350	0	1,350	.00	.00	1,350.00	.0%
1321032 561800 PROGRAM SUPPLIES	950	0	950	.00	.00	950.00	.0%
1321032 581120 CONFERENCES & ME	2,100	0	2,100	.00	.00	2,100.00	.0%
TOTAL PINE LAKE ADVENTURE PARK	0	0	0	.00	.00	.00	.0%
TOTAL PINE LAKE ADVENTURE PARK FUND	0	0	0	.00	.00	.00	.0%
TOTAL REVENUES	-60,195	0	-60,195	.00	.00	-60,195.00	
TOTAL EXPENSES	60,195	0	60,195	.00	.00	60,195.00	
GRAND TOTAL	0	0	0	.00	.00	.00	.0%

** END OF REPORT - Generated by Jazzya Coakley **

YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

			ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
001 GENERAL FUND									
0017024 AQUATICS									
0017024	450103	POOL CHARGES	-203,500	0	-203,500	-66,472.50	.00	-137,027.50	32.7%
0017024	514000	REGULAR WAGES &	224,655	0	224,655	40,628.67	.00	184,026.33	18.1%
0017024	515100	OVERTIME WAGES &	5,000	0	5,000	1,447.97	.00	3,552.03	29.0%
0017024	515200	PARTTIME WAGES &	475,000	0	475,000	169,166.63	.00	305,833.37	35.6%
0017024	517000	OTHER WAGES	0	0	0	375.00	.00	-375.00	100.0%
0017024	531000	PROFESSIONAL FEE	8,500	0	8,500	967.33	4,728.50	2,804.17	67.0%
0017024	541000	PUBLIC UTILITIES	45,000	0	45,000	.00	45,000.00	.00	100.0%
0017024	541100	WATER & SEWER CH	18,000	0	18,000	2,726.60	15,273.40	.00	100.0%
0017024	543000	REPAIRS & MAINT	30,000	0	30,000	1,098.46	6,716.54	22,185.00	26.1%
0017024	561400	MAINT SUPPLIES &	20,000	0	20,000	8,217.58	12,331.02	-548.60	102.7%
0017024	561800	PROGRAM SUPPLIES	15,000	0	15,000	2,204.03	8,980.00	3,815.97	74.6%
0017024	562100	HEATING OIL	6,000	0	6,000	.00	6,000.00	.00	100.0%
0017024	562200	NATURAL GAS	37,000	0	37,000	1,416.69	35,583.31	.00	100.0%
0017024	581120	CONFERENCES & ME	2,500	0	2,500	916.93	.00	1,583.07	36.7%
TOTAL AQUATICS			683,155	0	683,155	162,693.39	134,612.77	385,848.84	43.5%
TOTAL GENERAL FUND			683,155	0	683,155	162,693.39	134,612.77	385,848.84	43.5%
TOTAL REVENUES			-203,500	0	-203,500	-66,472.50	.00	-137,027.50	
TOTAL EXPENSES			886,655	0	886,655	229,165.89	134,612.77	522,876.34	
GRAND TOTAL			683,155	0	683,155	162,693.39	134,612.77	385,848.84	43.5%

** END OF REPORT - Generated by Jazzya Coakley **



Friends of Bristol Parks and Recreation Fund
Fund Statement
for the period
January 01, 2023 through August 31, 2023

FUND SUMMARY

Fund Activity	Current Period	Year-to-Date
Beginning Fund Balance	\$27,858.18	\$27,858.18
Contributions and Investments		
Dividends	319.87	319.87
Gifts & Bequests - Available	12,173.16	12,173.16
Interest Income	105.93	105.93
Investment Fees	(98.98)	(98.98)
Realized Gain	562.76	562.76
Unrealized Gain	2,048.22	2,048.22
Distributions		
Foundation Administrative Fees	(269.44)	(269.44)
ENDING FUND BALANCE	\$42,699.70	\$42,699.70

CONTRIBUTIONS RECEIVED FOR THE PERIOD

Date	Donor	Address
01/27/2023	Benevity, Inc.	,
02/28/2023	Benevity, Inc.	,
03/29/2023	ESPN, Inc.	1 ESPN Plaza Bristol, CT 06010-7454
03/28/2023	Benevity, Inc.	,
03/28/2023	Benevity, Inc.	,
04/25/2023	Benevity, Inc.	,
05/24/2023	Benevity, Inc.	,
06/27/2023	Benevity, Inc.	,
07/26/2023	Benevity, Inc.	,
08/31/2023	City of Bristol	City Hall 111 North Main Street Bristol, CT 06010-0000
08/24/2023	Benevity, Inc.	,



GRANTS APPROVED FOR THE PERIOD

No grants were made this period.



Subject: End of FY 23 Financial Report

From: Dr. Joshua Medeiros, Superintendent of Parks, Recreation, Youth and Community Services

To: Board of Park Commissioners

Submitted: 9/20/2023

End of FY 23 General Fund Overview

Division	Budgeted Expenditures	Actual Expenditures	Expenditures Net	Budgeted Revenues	Actual Revenues	Revenue Net	Overall Net
Administration	\$545,040	\$517,037	\$28,003	\$423,330	\$513,122	\$89,792	\$117,795** (\$28,003)
Parks Maintenance	\$1,581,240	\$1,607,516	\$26,276	\$57,900	\$39,425	\$18,475	\$44,751
Recreation	\$632,810	\$519,507	\$113,303	\$316,869	\$285,830	\$31,039	\$82,264
Aquatics	\$786,405	\$862,937	\$76,532	\$203,500	\$225,275	\$21,775	\$54,757
Youth & Community Services	\$461,988	\$526,092	\$64,104	\$62,400	\$63,420	\$1,020	\$63,084
Totals	\$4,007,483	\$4,033,089	\$25,606	\$1,063,999	\$1,127,072	\$63,073	\$52,325

Trust funds carried into FY 24 have been removed from the overall net

Executive Summary: Despite an uncertain market, the trust revenues exceeded budget by \$89,792 and will be carried over into FY24 along with additional trust surplus unspent from FY22 for a total carry over of \$191,820. Park maintenance expenditures exceeded budget by \$26,276 as a result of inflation and cost increases not fully captured in the financial forecasting for areas such as heating oil, motor fuels, and general maintenance supplies and materials. Rental revenues were low which we anticipated due to the shift in the

To learn more about what your Parks, Recreation, Youth and Community Services Department has to offer; visit us at www.Bristolrec.com

Bristol Blues Contract which accommodated the Bristol Blues request to allow payment after July 1st. This will be the only fiscal year impacted by the contract change and we anticipate regular rental revenues for FY 24. Recreation expenditures were well managed with a revenue deficit of \$31,029 (a more reasonable revenue recommendation has already been adopted for FY24 and we are on track to meet goal). For the first time in years, Aquatics Division exceeded revenue goals by \$21,775 which helped offset the expenditure overage associated mainly with the part-time wages which continues to be an annual challenge associated with cost increases to the part-time positions, training requirements and the overall staffing levels needed to safely and adequately operate 3 public swimming pools. Youth and Community Services maintained a fiscally strong budget and would have been substantially in the black if not for the major liability of state mandated relocation costs which exceeded budget by \$131,286 (*see supplemental memo for more information on the Relocation program and state statute*). In conclusion, the department ended the fiscal year in the red by \$52,325 as a result of the relocation costs (parks and recreation divisions ended in the black by \$10,759).

FISCAL YEAR END TRANSFERS								
DEPT		ACCOUNT NUM.	ACCOUNT NAME	AMOUNT		ACCOUNT NUM.	ACCOUNT NAME	AMOUNT
BPRYCS	FROM:	0017021-514000	Regular Wages	\$ 56	TO:	0017021-553000	Telephone	\$ 56
BPRYCS	FROM:	0017021-514000	Regular Wages	\$ 998	TO:	0017021-557700	Advertising	\$ 998
BPRYCS	FROM:	0017021-514000	Regular Wages	\$ 2,391	TO:	0017021-561800	Program Supplies	\$ 2,391
BPRYCS	FROM:	0017021-514000	Regular Wages	\$ 35	TO:	0017021-569000	Office Supplies	\$ 35
BPRYCS	FROM:	0017021-514000	Regular Wages	\$ 5,625	TO:	0017022-517000	Other Wages	\$ 5,625
BPRYCS	FROM:	0017024-541000 0017024-541100 0017024-543000 0017024-531000	Public Utilities (\$15,396) Water & Sewer (\$5,048) Repairs & Maintenance (\$5,104) Professional Fees & Services (\$1,504)	\$ 27,052	TO:	0017022-541000	Public Utilities	\$ 27,052
BPRYCS	FROM:	0017023-514000	Regular Wages	\$ 23,761	TO:	0017022-541100	Water & Sewer Charges	\$ 23,761
BPRYCS	FROM:	0017022-581200	Vandalism	\$ 1,316	TO:	0017022-542140	Refuse	\$ 1,316
BPRYCS	FROM:	0017025-514000	Regular Wages	\$ 17,698	TO:	0017022-561400	Maint Supplies & Materials	\$ 17,698
BPRYCS	FROM:	0017022-515200	Parttime Wages & Salaries	\$ 5,519	TO:	0017022-562100	Heating Oil	\$ 5,519
BPRYCS	FROM:	0017022-543100	Motor Vehicle Service & Repair	\$ 2,674	TO:	0017022-562600	Motor Fuels	\$ 2,674
BPRYCS	FROM:	0017022-543100	Motor Vehicle Service & Repair	\$ 8,179	TO:	0017022-563000	Motor Vehicle Parts	\$ 8,179
BPRYCS	FROM:	0017022-581200	Vandalism	\$ 1,345	TO:	0017022-563100	Tires	\$ 1,345
BPRYCS	FROM:	0017022-581200	Vandalism	\$ 556	TO:	0017022-581120	Conference & Memberships	\$ 556
BPRYCS	FROM:	0017023-531000	Professional Fees & Services	\$ 788	TO:	0017023-515100	Overtime	\$ 788
BPRYCS	FROM:	0017023-531000	Professional Fees & Services	\$ 438	TO:	0017023-561800	Program Supplies	\$ 438
BPRYCS	FROM:	0017023-515200	Parttime Wages & Salaries	\$ 78,576	TO:	0017024-515200	Parttime Wages & Salaries	\$ 78,576
BPRYCS	FROM:	0017024-514000	Regular Wages	\$ 419	TO:	0017024-557700	Advertising	\$ 419
BPRYCS	FROM:	0017024-514000 0017024-515100	Regular Wages (\$628) Overtime Wages (\$479)	\$ 1,107	TO:	0017024-561400	Maint Supplies & Materials	\$ 1,107
BPRYCS	FROM:	0017023-531000	Professional Fees & Services	\$ 3,005	TO:	0017024-561800	Program Supplies	\$ 3,005
BPRYCS	FROM:	0017023-514000	Regular Wages	\$ 4,517	TO:	0017024-562100	Heating Oil	\$ 4,517
BPRYCS	FROM:	0017023-515200 0017021-514000	Partime Wages (\$4,891) Regular Wages (\$9,080)	\$ 13,971	TO:	0017024-562200	Natural Gas	\$ 13,971
BPRYCS	FROM:	0017023-531000	Professional Fees & Services	\$ 351	TO:	0017025-515100	Overtime	\$ 351
BPRYCS	FROM:	0017023-531000	Professional Fees & Services	\$ 719	TO:	0017025-531136	Youth Services Supplement	\$ 719
BPRYCS	FROM:	0017023-515200	Parttime Wages & Salaries	\$ 1,265	TO:	0017025-541000	Public Utilities	\$ 1,265
BPRYCS	FROM:	0017025-514000	Regular Wages	\$ 9,476	TO:	0017025-581240	Welfare Evictions & Auctions	\$ 9,476
BPRYCS	FROM:	Contingency	Contingency	\$ 131,286	TO:	0017025-587232	Relocation Costs	\$ 131,286
				\$ 343,123				\$ 343,123



**CITY OF BRISTOL
BOARD OF FINANCE AGENDA REQUEST FORM**

To: Board of Finance Commissioners

From: Parks, Recreation, Youth & Community Services
(Requesting Department)

Date: August 4, 2023
(Submission Date)

For the August 22, 2023 Board of Finance Meeting
Agenda
(Date of Meeting)

This request is for:
(Please check the type of request and list in whole dollar amounts)

- ☐ Additional Appropriation \$ _____
- ☐ Transfer from Contingency \$ _____
- ☐ Transfer(s) \$ _____
- ☐ Grant \$ _____
- ☒ Carry-over(s) \$ \$191,820
- ☐ Other

Approval:

A handwritten signature in black ink, appearing to read "Jodi McGrane", is written over a horizontal line.

(Department Head's signature)

All requests to appear on the Board of Finance meeting agenda for consideration must be submitted to Jodi McGrane in the Comptroller's Office by 10:00 a.m. Monday of the preceding week of the meeting. Board of Finance Meetings are held on the fourth Tuesday of each month at 5:30 p.m. in the Council Chambers.

Board of Finance Agenda Request Form

Reason for request:

Carry-over of \$191,820 for miscellaneous trust rollover

Carry-overs list the following:

Account	Account Name	Amount
0017021-589100	Administration – Misc.	\$191,820



**CITY OF BRISTOL
BOARD OF FINANCE AGENDA REQUEST FORM**

To: Board of Finance Commissioners

From: Parks, Recreation, Youth & Community Services
(Requesting Department)

Date: August 4, 2023
(Submission Date)

For the August 22, 2023 Board of Finance Meeting Agenda
(Date of Meeting)

This request is for:
(Please check the type of request and list in whole dollar amounts)

- ☐ Additional Appropriation \$ _____
- ☐ Transfer from Contingency \$ _____
- ☒ Transfer(s) \$ \$343,123
- ☐ Grant \$ _____
- ☐ Carry-over(s) \$ _____
- ☐ Other

Approval:

A handwritten signature in black ink, appearing to read "Jodi McGrane", is written over a horizontal line.

(Department Head's signature)

All requests to appear on the Board of Finance meeting agenda for consideration must be submitted to Jodi McGrane in the Comptroller's Office by 10:00 a.m. Monday of the preceding week of the meeting. Board of Finance Meetings are held on the fourth Tuesday of each month at 5:30 p.m. in the Council Chambers.

Board of Finance Agenda Request Form

Reason for request:

0017021-561800 Program Supplies (Admin): Increases for materials associated with staff development meetings and appreciation events in support of morale objectives.

0017022-517000 Other Wages (Parks): Contractual obligations for employees grandfathered in to the vacation buy back program.

0017022-541000 Public Utilities (Parks): Electrical usage remains consistent but reflective of increases to electrical rates from Eversource not captured in financial forecasting.

0017022-541100 Water & Sewer Charges (Parks): An underground water pipe broke at Rockwell Splash Park in summer 2022 and because it was underground it was not caught until our first water department bill which reflected high usage. The pipe has been fixed and general water use restored.

0017022-542140 Refuse (Parks): Increased use of parks results in increased litter and trips to the transfer station to dispose of the waste.

0017022-561400 Maint Supplies & Materials (Parks): Supply usage remains consistent increases based on inflation and cost increases.

0017022-562100 Heating Oil (Parks): Fuel usage remains consistent but reflective of increases to fuel rates not captured in financial forecasting.

0017022-562600 Motor Fuels (Parks): Fuel usage remains consistent but reflective of increases to fuel rates not captured in financial forecasting.

0017022-563000 Motor Vehicle Parts (Parks): Supply usage remains consistent increases based on inflation and cost increases.

0017022-563100 Tires (Parks): Supply usage remains consistent increases based on inflation and cost increases.

0017024-515200 Parttime Wages & Salaries (Aquatics): Reflective of staffing costs needed to adequately and safely run 3 pools that operate 7 days a week. Minimum wage increases have driven costs up across all parttime positions and the need for extensive training is paramount.

0017024-561400 Maint Supplies & Materials (Aquatics): Supply usage remains consistent increases based on inflation and cost increases.

0017024-561800 Program Supplies (Aquatics): Supply usage remains consistent increases based on inflation and cost increases.

0017024-562100 Heating Oil (Aquatics): Fuel usage remains consistent but reflective of increases to fuel rates not captured in financial forecasting.

0017024-562200 Natural Gas (Aquatics): Fluctuating volume rates based on max usage during billing period.

0017025-541000 Public Utilities (Youth & Community Services): Electrical usage remains consistent but reflective of increases to electrical rates from Eversource not captured in financial forecasting.

0017025-581240 Welfare Evictions & Auctions (Youth & Community Services): Increases in evictions due to the end of the eviction moratorium associated with the end of the Pandemic.

0017025-587232 Relocation Costs (Youth & Community Services): Associated with Connecticut Uniform Relocation Assistance Act which requires community services to cover relocation costs for families whose properties are condemned either

by fires or other causes. The city is obligated for up to 2 years. See full memo on this item.

Transfer(s) complete the following:

[illegible]

Subject: FY 24 Budget Process & Timeline

From: Dr. Joshua Medeiros, Superintendent of Parks, Recreation, Youth and Community Services

To: Finance Committee, Board of Park Commissioners

Date Submitted for Review: 9/20/2023

Overview: Bristol Parks, Recreation, Youth and Community Services (BPRYCS) Department strives to create a transparent, inclusive and timely budgeting process that provides opportunity for staff members and stakeholders to contribute to the development of a fiscally responsible budget that meets the goals of the department and City.

Activity	Detail	Important Date(s)
Division Supervisor Kick-Off Meetings	Division Supervisors meet w/Superintendent, Deputy Superintendent and Asst. to Superintendent to review year end financials, 4-year spending trends and other budget analysis. Preliminary review of division budgetary needs for next fiscal year.	September 2023
Parks Crew Budget Workshop	Superintendent and Park Supervisors meet with the Parks Crew to review their equipment needs, and small project recommendations.	October 2023
Division Supervisors Submit Budget Requests	Division Supervisors submit Division Budget Request Documents for the Superintendent to review	Due: 11/17/2023
Division Budget Hearings	Division Supervisors present their budget requests to the Superintendent, Deputy Superintendent and Asst. to Superintendent; <i>Chair of Parks Finance Committee joins if available.</i>	11/27-12/1/2023
Arts & Culture Budget Presentation	Superintendent and Arts & Culture Supervisor present the Arts & Culture budget to the Arts & Culture Commission	12/6/2023
Youth & Community Services Budget Presentation	Superintendent and Youth & Community Services Supervisor present the Youth & Community Services Division budget to the Youth Commission	12/13/2023
Parks & Recreation Budget Workshop with Parks Finance Committee	Superintendent presents Parks & Recreation budget recommendations to the Parks Finance Committee (additional meetings scheduled if needed)	12/14/2023 (2 nd meeting 12/19/2023)
Parks & Recreation Budget Presentation	Superintendent and Chair of Parks Finance Committee present Parks & Recreation budget to Board of Park Commissioners for approval and adoption	12/20/2023
City Comptroller Budget Presentation	Superintendent and Deputy Superintendent present budget to the City Comptroller & Finance Team	TBA January-March 2024
Board of Finance Budget Presentation	Budget Hearing Presentation to the Board of Finance	TBA February-April 2024
FY 24-25 Budget Adoption	FY 24-25 Budget is adopted by the Board of Finance and the City Council	May 2024
FY 24-25 Fiscal Year Begins	Fiscal Year begins and FY 24-25 Budget & CIP Funding becomes available	7/1/2024



Subject: Special Events Review and Recommendations

To: Board of Park Commissioners

From: Josh Medeiros, Superintendent

Date Issued: 9/20/2023

Following discussion at the December 2022 Board of Park Commissioners meeting regarding volume, quality and content of department special events; Superintendent Medeiros referred the matter to the department's Programming and Evaluation Committee for review. The committee is a staff-driven working group, led by Chair Amry Shelby, Recreation Supervisor and supported by additional programming staff. A comprehensive review was conducted which included development of a ranking system (Appendix A) which assigned points to events based on criteria established by the committee. This included: alignment with mission, budgetary impact, staffing levels required to administer, general event attendance, whether the event services a diverse/underserved population and if the event is duplicated elsewhere in the department/greater community. Additional factors were considered including timing of the events in relation to staff resources and overall impact/value to the community.

The following decisions were made in regards to prioritizing, merging and retiring annual events in order to allow BPRYCS to adequately leverage resources, maintain appropriate staff bandwidth, and focus on strengthening our most impactful services.

Proposed changes based on committee review:

- Modify elements of the Holiday Gift Giving Program to reduce staff bandwidth issues in light of increased demand for support
- Shift the annual Community Conversation to a Downtown Live at Rockwell Theater event
- Establish Night of Lights-Community Tree Lighting (shifting to Rockwell Park) as the premier holiday event retiring Winter Wonderland/Santa Land Village while incorporating select features.
- Retire Mayor's Cajun Ray and the Steamers event (or shift to Downtown Live at Rockwell Theater)
- Retire Hispanic Heritage Month event per City Arts and Culture Commission funding priorities
- Retire the Halloween Carnival/Movie Night and replace with the Spooktacular event associated with Downtown Live at Rockwell Theater Halloween show
- Combine Youth Services Back Pack Program with the Mayor's Annual Pencil Hunt event
- Reduce number of stand-alone Bristol Green Team and align with the City's Community Clean-Up Day

To learn more about what your Parks, Recreation, Youth and Community Services Department has to offer; visit us at www.Bristolrec.com

BPRYCS Special Events - September 2023

Program Name	Division	Dimensions	# of Wellness Dimensions	Budget Impact	Staffing Impact	Attendance Level	Serves Diverse Population	Internal Duplication	External Duplication	Total Score	Description
Mayor's Back to School Pencil Hunt	Youth & Community Services	Social, Financial, Intellectual, Emotional	4	2	2	3	1	0	-1	11	Pencil in your calendar for DATE. The Mayor and our department invite all (pre-kindergarten through eighth grade, and family) to participate in a scavenger hunt for school supplies.
DEA Takeback Day BEST with Police Dept.	Youth & Community Services	Physical, Environmental	2	3	3	1	1	0	0	10	Bring your unneeded, expired, and unused prescription drugs to our convenient drive through take back location on Meadow St. In partnership with the Police dept., we will also be supplying FREE mail-back drug take back envelopes to safely dispose of future drugs at no cost.
Turkey Shoot Basketball Contest	Recreation	Physical, Financial	2	3	3	1	1	0	0	10	Join us Saturday, November 19th for the 25th Annual Turkey Shoot Basketball Contest at Chippens Hill Middle School. The event is completely free but requires pre-registration, please sign up online at www.bristolrec.com , in person at the Parks and Recreation office, or by phone at 860-584-6160.
Muzzy Field Camp Out	Recreation	Environmental, Social, Financial	3	3	2	1	1	0	0	10	Keep the summer fun going! Enjoy a night sleeping under the stars at Muzzy Field. We will provide a host of activities including lawn games, family activities, and a PG rated movie when its dark! BPRYCS staff will help you set up your tent, provide snacks and breakfast treats, and lead a night time program. Register early! A limited number of tents are available to be provided if you don't have one. Each household/registrant will have an assigned space.
Community Clean-up/ Earth Day	Administration	Physical, Environmental, Social	3	3	3	1	1	-1	0	10	Celebrate Earth Day and join the City of Bristol for a Community Clean Up Day Saturday, April 23, 2022 any time from 8:00 AM until 1:00 PM or any time that works for you to clean up your corner of Bristol.
Bristol Green Team	Administration	Physical, Environmental, Social	3	3	3	1	1	-1	0	10	Join the Bristol Green Team the second Saturday of every month (June-August) from 9-11 AM for a friendly competition cleaning up trash in our local parks!
Perry J. Spinelli Fishing Derby	Recreation	Physical, Social, Environmental,	3	2	3	2	1	0	-1	10	Join us for an exciting morning of fishing family fun. Children should bring their own fishing poles and legal bait. There will be a variety of prizes awarded for fishes caught throughout the morning. Derby is for children 13 years of age and under.
Night of Lights - Community Tree Lighting	Administration	Cultural/Spiritual, Social, Emotional	3	2	2	4	0	-1	0	10	Kick off the holiday season amongst family and friends - stroll through Page Park to view the Holiday Lights Display and then join the festivities of caroling, hot chocolate, and visits with Santa! Then help us count down as we light the tree on the upper deck of Page Park Pool.
Pride Night at the Bristol Blues	Youth & Community Services	Social, Cultural/spiritual	2	2	2	2	1	0	0	9	Join the LBGTQ+ community, friends, family and organizations to celebrate Pride Night at the Bristol Blues games on DATE. June is Pride Month and a night out at Muzzy Field will be the perfect way to celebrate, support, and appreciate the Bristol LBGTQ+ community. This is a Bristol Blues ticketed event.
Community Conversations	Youth & Community Services	Social, Emotional, Intellectual, Spiritual/Cultural	4	1	1	1	1	0	0	8	This year, conversations will be centered around diversity, equity, and inclusion and will feature a round table discussion addressing police accountability, education, and inequities within the community. There will be opportunities to engage with city leaders and numerous City of Bristol stakeholders to discuss what steps are being taken to promote a diverse, equitable, and inclusive community.
Neon Nights	Aquatics	Social	1	2	2	2	1	0	0	8	This event just keeps getting bigger and better! Ages 5+. Join us for our eighth annual NEON NIGHTS at Rockwell Park. An electric evening of floating fun! The brightest bash in the neighborhood will feature an array of colorful events including: "LED light-up lounge", DJ, Foam Pit.
Luck O' the Lap	Aquatics	Physical, Cultural/spiritual	2	2	3	1	0	0	0	8	Test your luck here at the Dennis Malone Aquatic Center! Happening from DATE. Raffle tickets will be given at 250, 500, 750, 1000, 3000 and 5000 yards. The more you swim, the more chances to win. The \$10 covers all 5 day of the event and t-shirt (if available). All ages are welcomed to participate.
Knockout Stigma Basketball Tournament	Youth & Community Services	Physical, Social, Emotional	3	2	2	1	1	0	-1	8	Come join BEST and community vendors for the last day of national prevention week and the second Knock-Out Stigma Basketball Tournament.
Diaper Drive	Youth & Community Services	Financial, Emotional	2	3	1	1	1	0	0	8	The Youth and Community Services division needs your help restocking the Caring Closet. We're recognizing National Diaper Need Awareness Week from September 27-October 1 with a Diaper Drive to benefit the Parent and Child program's Caring Closet. Founded to offer income eligible families basic needs items free-of-charge, the Caring Closet helps meet the immediate basic needs of families by supplying unopened diapers, wipes, baby wash, formula, clothing, etc. for children. Let's restock the shelves together.
Swim with Mermaids and Mermen	Aquatics	Social, Physical	1	1	3	2	1	0	0	8	Join us for a one-of-a-kind aquatic experience to swim with mermaids and mermen in the pool. We will offer interactive swim times as well as fun for the whole family. We will have themed face-painting/makeup, photo booth, and fun activities for the whole family. Time slots will be available on a first-come, first-served basis. Secure your space early as they will fill up fast. Please note that children 7-years-old and younger need an adult with them in the water and everyone must be registered. Swimmies, water wings, puddle jumpers and life jackets are not allowed.
Youth Recognition Awards	Youth & Community Services	Social, Emotional	1	2	1	3	1	0	0	8	BPRYCS is seeking nominations for the Youth Recognition Awards and Annual Youth Service Recognition Day. Each year, the Mayor, BPRYCS and the Bristol Youth Commission highlight and celebrate the young people who go above and beyond to serve the Bristol community.
Rockwell Summer Concert Series	Arts & Culture	Social	1	1	1	5	1	-1	0	8	Join BPRYCS this summer for our free weekly Summer Concert Series at the Rockwell Park Amphitheatre. This year's series features 8 weeks of outstanding performances every Tuesday night from 6:00 - 8:00 PM beginning DATE - opening acts perform from 6:00 - 6:20 & main acts go on 6:30 pm. Concerts will feature a variety of musical performance including Pop, Soul, Rhythm & Blues, Country & Classic Rock music and more to fill the air. Bring your family & friends, blankets & chairs, a grab dinner at the food trucks, and enjoy this free night of entertainment each week.

BPRYCS Special Events - September 2023

All Heart Nests	Arts & Culture	Environmental	1	3	2	1	0	0	0	7	We're excited to bring back an exciting workshop this spring! On DATE at TIME we will be painting birdhouses and hanging them up in the park! The workshop is free but requires pre-registration. Decorated birdhouses will be hung in trees throughout our city parks. All the materials have been found at our transfer station which helps with keeping items out of the waste stream and reusing to house the birds of Bristol. Participants will be using paint, stain, hammers, and miscellaneous tools to build the house.
Pooch Plunge	Aquatics	Social, Physical	2	1	3	1	0	0	0	7	Mark your calendars for the 12th annual pooch plunge! Rain or Shine! Why should humans have all the fun? Join us for a doggy-only pool party. Bring your four-legged friends out for the 12th annual Pooch Plunge! We invite social, well behaved dogs that play well with each others. Dogs should not be under 6 months old and must have current vaccinations and tags. Dogs must be accompanied by at least one adult. Admission to the pooch plunge is \$3.00 at the gate (includes canines and companions). Please note that following: Crabby canines may be asked to leave, refunds will not be available, female dogs will not be permitted if they are in heat, and BPRYCS is not responsible, or liable for the safety of you or your pet. We appreciate your cooperation in making this a fun and safe event for all participants.
Hispanic Heritage Month Concert	Arts & Culture	Cultural/Spiritual, Social	2	1	3	1	1	-1	0	7	Hosted in partnership with the City of Bristol Arts & Culture Commission. An afternoon of music and food to celebrate Hispanic Heritage Month in Bristol. Join us at Rockwell Park Amphitheatre for a concert by Orquesta la Yunqueña, New England's premier Salsa Band.
Holiday Gift Giving Program	Youth & Community Services	Financial, Cultural/Spiritual	2	1	1	3	1	0	-1	7	The Holiday Gift Giving Program provides gift assistance to eligible Bristol youth and families during the holiday season.
Halloween Carnival/ Movie Night	Recreation	Cultural/Spiritual, Social	2	1	2	3	1	-1	-1	7	Trick or "treat yourself" to an evening filled with a little fright and fun at the Rockwell Park Amphitheater. This year's Halloween Spooktacular event will be held on DATE beginning at TIME. Instead of Trunk-Or-Treat, participants of this year's event will be provided with a small bag of goodies before the movie begins. Costumes encouraged and don't forget your chairs, blankets, and friends, for a spooky movie under the stars!
Cultural District Day/ Week	Arts & Culture	Cultural/Spiritual, Financial, Social	1	1	2	2	1	0	0	7	We will be recognizing and celebrating Bristol's artistic and economic center of cultural activities that make our community stand out. The festival will highlight and strengthen the distinctive character of Bristol through arts, entertainment, museums, local eateries, artisan vendors, and more! Lori and The Legends will be playing, there will be live paintings, caricatures and fun for the whole family, we hope to see you there!
Scuba Santa	Aquatics	Cultural/Spiritual, Physical	2	1	3	1	0	-1	0	6	Scuba Santa will be making a very special appearance this holiday season on DATE. Book your family for a 15-minute session underwater photo with Scuba Santa. All those wishing to participate must register for a designated time slot ahead of the event. Only one family at a time will be allowed to take photos. Please observe your time slot accordingly. Due to high demand, we will not be able to re-schedule those that do not come in on time for their scheduled slot. All digital photos will be uploaded to our Facebook page after the event where you will be able to access and download your digital file. This event is FREE with the donation of one, unwrapped gift per family to benefit our Youth & Community Services division. Gifts will be distributed to those in need in within the Bristol community.
Night of the Masked Swimmer	Aquatics	Social, Physical	2	1	3	1	0	-1	0	6	Join us for an exciting night of Halloween fun for all swimmers. Come one, come all in your favorite Halloween masks. We will have a photo booth set up to snap a pic before your swim. Once you've snapped some great photos and then enter the pool for some floating fun!
Winter Wonderland/ Santa Land Village	Arts & Culture	Cultural/Spiritual, Social	2	1	1	3	1	-1	-1	6	Let us transport you to Bristol's Most Magical Destination! This free family event is open to all ages and will allow the whole family to explore multiple winter holidays celebrated right in our city. Expect to see crafts & activities celebrating: Hanukkah, Kwanzaa, Christmas, Winter Solstice, New Years and more!
Mayor's Cajun Ray and the Steamers on Federal Hill Green	Administration	Social	1	2	3	1	0	-1	-1	5	Mayor Jeff Caggiano and the Bristol Parks, Recreation, Youth and Community Services Department present the annual Concert on Federal Hill Green featuring Cajun Ray and the Steamers! The concert will be held Sunday, September 25th at 4 pm. The event is free to the public.

Special Events with Internal Duplication	Special Events with External Duplication	Special Events with Internal and External Duplication
Winter Wonderland/Santa Land Village	Winter Wonderland/Santa Land Village	Winter Wonderland/Santa Land Village
Mayor's Cajun Ray and the Steamers on Federal Hill Green	Mayor's Cajun Ray and the Steamers on Federal Hill Green	Mayor's Cajun Ray and the Steamers on Federal Hill Green
Halloween Carnival/ Movie Night	Halloween Carnival/ Movie Night	Halloween Carnival/ Movie Night
Night of the Masked Swimmer	Holiday Gift Giving Program	
Scuba Santa	Knockout Stigma Basketball Tournament	
Hispanic Heritage Month Concert	Mayor's Back to School Pencil Hunt	
Rockwell Summer Concert Series	Perry J. Spinelli Fishing Derby	
Community Clean-up/ Earth Day		
Bristol Green Team		
Night of Lights - Community Tree Lighting		



Westech

Security & Investigation, Inc.

1 Prestige Drive, Suite 210

Meriden, CT 06450

Office: (203) 577-6555

To: Dr. Joshua T. Medeiros, Ed.D., CPRE Superintendent
Parks, Recreation, Youth & Community Services

September, 13, 2023

ROCKWELL PARK SECURITY SUMMARY REPORT

Dear Dr. Medeiros,

In the late spring of 2023, Wetech Security & Investigation, Inc. partnered with your office to provide security services at Rockwell Park in Bristol, Connecticut. This collaboration was initiated to address concerns raised by your office and the ongoing safety and policy violations voiced by the residents of the City of Bristol. The primary areas of concern included crime, violations of park policies, and safety issues.

Throughout the season, our security staff encountered various challenges, which we effectively addressed as outlined below:

1. Incidents involving individuals swimming or engaging in recreational activities in the river behind the pool area, necessitating the collaboration of our security team and the routine patrols of the Bristol Police Department. It's worth noting that this issue was identified as the most pressing concern by our security staff.
2. Instances of individuals smoking in the play area.
3. Individuals trespassing by climbing atop park buildings.
4. Disputes over the use of park pavilions.
5. Vehicles speeding through the parking area.

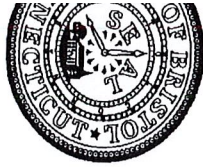
We are pleased to report that our security personnel faced minimal resistance when approaching individuals involved in these incidents. The security staff did not find it necessary to contact the Bristol Police for assistance, given the regular patrols conducted by the Bristol Police Department. Furthermore, we are proud to mention that there were no reported arrests by the Bristol Police department due to escalated incidents.

In summary, our experience at Rockwell Park highlighted the value of having dedicated security personnel to enforce park rules. Both residents and visitors displayed a willingness to cooperate with our security staff when addressing rule violations, and there was minimal resistance to corrective actions.

We eagerly anticipate the continuation of our partnership, dedicated to enhancing the safety and overall well-being of both the residents of the City of Bristol and the visitors frequenting Rockwell Park.

Sincerely,
Joseph M. M McCarthy

General Manager, Connecticut



ipt

RECEIVED
PURCHASING DEPT
2023 JUL 24 AM 8:56

Acknowledgement of Bid Receipt

Number: 2024-014

Description: Nelson Field

Vendor Name: Steeple Hollow Farm

Delivered via: ☒ Mail ☒ Hand Del ☐ FedEx ☐ UPS ☐ DHL ☐ Other

Tracking Number: _____

Signature: [Signature]

CITY OF BRISTOL

INVITATION TO BID

Please quote us your prices on the commodities or services listed below. All prices must be FOB Destination. You must show Unit Price, Amount and Total or bid may be rejected.

<http://www.bristolct.gov>

Since the City of Bristol is exempt from the payment of Federal Excise Taxes and the Connecticut Sales Tax, do not include such taxes.
The City reserves the right to reject in whole or in part any or all bids submitted.
The attached standard terms and conditions shall become a part of any resultant contract award.



Vendor Name Sleepy Hollow Farm CT LLC

Address 786 East Street

City Southington State CT Zip 06489

Telephone 860-589-9969

Page 1 of 1

THIS IS NOT AN ORDER. Fill in and return to the address below.

ISSUED BY: City of Bristol, Connecticut		(Return Bid attention of) Roger D. Rousseau		BID NUMBER 2024-014	
ADDRESS 111 North Main Street Purchasing Department Bristol, CT 06010				DATE ISSUED July 11, 2023	
SHIP PREPAID TO ABOVE ADDRESS (unless other address is entered here) n/a				DATE BID REQUIRED July 25, 2023 11:00 am	
TELEPHONE NUMBER (860) 584-6195				DATE MATERIAL REQUIRED	
ITEM NO.	DESCRIPTION	UNIT	QUANTITY	To be Completed by bidder Unit Price Amount	

The State of Connecticut owns approximately 40 acres of property at the intersection of Burlington Avenue and Maple Avenue, known as "Nelson's Field", for which the City is designated as the primary manager for passive recreational and conservation purposes. The City is interested in entering into a relationship with an agricultural operation (herein referred to as "farm") that has beneficial use of the grasses grown on the property, under which the farm cuts the grass and removes for its own use.

The grasses would be cut three to four times per year, with cuttings evenly spaced throughout the growing seasons. Cuttings are to be removed within one week from actual cutting of grasses.

The City seeks to enter into a relationship with a farm that is both in close proximity to the site, and that has no cost impact to the City. It is expected that a three year agreement, renewable in extensions of three years, would be finalized with the selected entity.

PLEASE NOTE:

Mailed proposals shall be sent to City of Bristol Purchasing Department, 111 North Main Street, Bristol CT 06010. Responses must be clearly identified as **RFP 2024-014**.

Proposals will be accepted at the Purchasing Department, with an office located at 131 North Main Street, 2nd Floor.

Responses received after the required due date and time will not be considered. The City reserves the right to waive any informalities in any submission, to reject any and/or all submissions, and to accept the proposal(s) that in its judgment is in its best interest.

To be completed by bidder	QUOTE NO: Nelson07242023	DATE SUBMITTED 07/24/2023	DELIVERY AS REQ'D. (Unless noted here) TOTAL We propose harvesting hay 2 - 3 per year, with removal within 2 week, dependent on rain / weather events	
	SIGNED 	TITLE Operations Manager	TELEPHONE NO. & EXTENSION 860-589-9969	CASH DISCOUNT PAYMENT TERMS N/A days, net 30 days
	VENDOR FEIN/SSN 92-2001539	ARE YOU INCORPORATED YES ☒ NO ☐	PURCHASE ORDER ADDRESS (If different from bidder's address above) 13 Murray Road, Bristol, CT 06010	



**CITY OF BRISTOL, CONNECTICUT
NON-COLLUSION CERTIFICATION**

The undersigned certifies under penalty of false statement that this proposal or contract has been made, submitted and executed in good faith and without collusion or fraud with any other person, and without any agreement designed to limit independent bidding or competition. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club or other organization, entity or group of individuals.

I further certify that I have not provided or directed to be provided gifts, meals, or gratuities, as defined in Sec. 2-129(b) of the Bristol Code of Ordinances to any official or employee of the City of Bristol responsible for awarding or administering this bid or contract.

Please complete and sign

Legal Name of Bidder:	<u>Sleepy Hollow Farm CT LLC</u>	Mailing Address:
Business Address:	<u>786 East Street</u>	<u>Sleepy Hollow Farm LLC</u>
	<u>SOUTHINGTON, CT 06489</u>	<u>13 Murray Road</u>
		<u>Bristol, CT 06010</u>
Name of Authorized Agent	<u>Bob Boudreau</u>	Title: <u>Operations Manager</u>
Phone:	<u>860-589-9969</u>	Fax: _____
Signature:	<u></u>	Date: <u>07/24/2023</u>

RETURN THIS FORM IMMEDIATELY!

City of Bristol, Connecticut
Acknowledgment: Receipt of RFP Documents

Bid Number: 2024-014

Title: Nelson Field

Please take a moment to acknowledge receipt of the attached documents. Your compliance with this request will help us maintain proper follow-up procedures.

Date Issued: July 11, 2023

Date received: 07 / 12 / 2023

Do you plan to submit a bid? Yes XX No

Print or type the following information:

Mailing Address:

Company name: Sleepy Hollow Farm CT LLC

Sleepy Hollow Farm LLC
13 Murray Road
Bristol, CT 06010

Address: 786 East Street

City/Town and Zip: SOUTHINGTON, CT 06489

Phone: 860-589-9969

Email: sleepyhollowfarmct@gmail.com

Received by:



Note: Acknowledgments are requested!

purchasing@bristolct.gov

September 19, 2023

Dr. Joshua T. Medeiros, Ed.D., CPRE
Superintendent of Parks, Recreation, Youth & Community Services
City of Bristol
51 High Street
Bristol, CT 06010

RE: RENOVATIONS AND IMPROVEMENTD AT KERN PARK BIDS

Josh,

We received three bids for the project as follows:

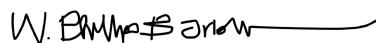
- \$130,000.00 – Aqua-Turf Irrigation of Orange
- \$215,800.00 – Stonehedge Landscaping
- \$290,000.00 – Priority Landscaping

On September 18, 2023, a discussion with Marc D'Andrea of Aqua Turf Irrigation was conducted via telephone. As their bid was so low the purpose was to vet them and ensure that they included the full scope of work. During the interview it became clear that many items were not carried in the bid. Mr. D'Andrea was given the opportunity to update his pricing but was unable to do so within the required period. Additionally, my experience with Aquaturf has not been positive and others have given negative feedback.

The second low bidder is Stonehedge Landscape, who has a stellar reputation in the industry. I have worked with them many times over the years and find them to be professional, skilled and responsive.

For the reasons above I recommend that the contract be awarded to Stonehedge Landscape

Sincerely



W. Phillips Barlow PLA, AICP
Manager Landscape Architecture
FHI Studio



EV CHARGING TURNKEY AGREEMENT

PROPERTY

City of Bristol Parks and Recreation - Dennis Malone
Aquatics Center

ADDRESS

325 Mix St, Bristol, CT 06010

PROPOSAL NR.

CT 22148

PREPARED

08 / 02 / 2023

CONTACT

Hayley Priester

215-613-0898

hayley@energy5.com



PROJECT SUMMARY

ENERGY5 is America's premier Turnkey Provider of Electric Vehicle Charging Stations. We leverage our industry knowledge and experience to deliver the best results for our customers!

ENERGY5 is a US Energy Solutions INC brand. We are a trusted vendor and provider for EV Programs in all of our service territories:



SCOPE OF WORK

ENERGY5 will provide all necessary equipment, materials and labor to furnish and install the electric vehicle station equipment listed in Schedule A for a ready-to-use installation.

(i) in accordance with equipment specifications, equipment quantity, acknowledged location, and individual lot conditions including the energy grid upgrade coordinated with local utility company, as identified.

PROJECT DELIVERABLES

- Comprehensive estimate for project materials and labor, guaranteeing the best value for project cost.
- Plans and Permits: secured prior to the start date of the project.
- Quality Assurance: (i) certified and licensed workmanship in accordance with all applicable local, state and federal rules, regulations, laws and standards to perform the work; (ii) verifications through internal checklist procedures and completed/ inspections.
- EV Programs Funding: secured prior to the start date of the project; otherwise following participating program terms and timelines.
- Continuous support for equipment utilization.

PRICING SUMMARY

(Schedule A)

EV EQUIPMENT	QTY	MATERIAL	LABOR	SUBTOTAL
Hardware				
ENERGY5 PowerPump 32A, 7.7kW, 18' J1772; Hard-wired; Networked <u>includes Manufacture Warranty (Parts Only) 3 years</u> ENERGY5 complimentary service: Remote assistance - virtual diagnostics and troubleshooting. Preventive service - automated alerts of system errors through charger management network. Request turnaround - 2-3 business days.	2	\$1,789.00	\$0.00	\$3,578.00
Mounting Options				
☐ Universal Pedestal (4x4x48"), Dual Heavy-duty aluminum construction with durable powder coat finish	1	\$599.00	\$0.00	\$599.00
				
☒ Cable retractor system with 3x6x32" Pedestal, Dual 72"; Heavy-duty aluminum construction with durable powder coat finish	1	\$1,599.00	\$0.00	\$1,599.00
				
Software				
EVSE Network Management Software 1 year - full suite of electric vehicle station management per each Port	2	\$360.00	\$0.00	\$720.00
EVSE Activation Fee per port	2	\$65.00	\$0.00	\$130.00
INSTALLATION				
Electrical Infrastructure				
Grass Trenching (25ft) incl. Restoration	1	\$1,640.25	\$3,827.25	\$5,467.50
Conduit (100ft) & Wiring (350ft) incl. Fittings; Primary & secondary wiring; miscellaneous	1	\$4,812.06	\$4,075.00	\$8,887.06
Panel 100A Panel; 100A Meterbase; 40A/2P Breakers; Boxes; Covers; miscellaneous	1	\$4,628.61	\$5,000.00	\$9,628.61
Design Scoping; Preliminary and final designs; Plans	1	\$647.00	\$803.00	\$1,450.00

Engineering Load assessment; Stamped drawings	1	\$400.00	\$700.00	\$1,100.00
Permitting Permits; Inspections	1	\$670.00	\$830.00	\$1,500.00
Utility Electrical Infrastructure				
New Service (100A) Distribution network; Transformer; Meter; Wiring Subject to utility adjustment.	1	\$1,104.51	\$2,577.19	\$3,681.70
Non-Electrical Infrastructure				
EVSE installation	1	\$200.00	\$440.00	\$640.00
Mounting pads, per mounting equipment	1	\$1,760.00	\$1,155.00	\$2,915.00
Safety wheel stops (6'x6"x4")/bollards (upon availability), per port				
Signage, per port				
Line stripping conditioning, per lot				
			Tax	\$2,622.35
		TOTAL PROJECT COST		\$43,919.22

	Eversource Funding	-\$36,821.95
Subject to Program adjustment and will be made payable to ENERGY5, via program documentation		
	Deposit	-\$1,000.00
Deposit is required to be paid by Buyer due upon this Proposal and Agreement signature date		
	PROJECT COST BALANCE	\$6,097.27

Select the box for 12 months 0% financing ☐ MONTHLY PROJECT COST \$508.11

This Schedule "A" includes eligible Estimated Fundings that could change upon final judgement of the Programs.

EV CHARGING TURNKEY AGREEMENT

This EV CHARGING TURNKEY AGREEMENT (hereinafter, sometimes referred to as the "Agreement") by and between ENERGY5, a NJ corporation, having its principal place of business at 300 W Somerdale Rd, Suite 5, Voorhees NJ 08043 (hereinafter, sometimes referred to as the "Company"), and City of Bristol Parks and Recreation, a CT with its principal place of business at 325 Mix St, Bristol, CT 06010 (hereinafter, sometimes referred to as the "Buyer").

WHEREAS, the Company is engaged in supply, delivery, program management service, installation and activation of the items as described on Schedule A (herein-after, sometimes referred to as the "Project");

WHEREAS, the Buyer desires to purchase and accept according to the terms and conditions herein.

THEREFORE, in consideration of the mutual agreements contained herein, the Company and the Buyer (individually, each a "Party" and collectively, the "Parties") covenant and agree as follows:

ARTICLE I: PURCHASE AND SALE OF ASSETS

1.1 Consideration. The Buyer hereby purchases and accepts the Project with items as described on Schedule A (the "Purchased Assets").

The Deposit is required to be paid by the Buyer with terms due upon this Agreement signature date. In the event of Buyer's decision to cancel the Agreement, the Deposit is refundable at the rate of 100%, exclusively when the adjusted Purchased Cost is exceeding the 15% increase, due to events of utility side infrastructure upgrade costs adjustments, and, or, participating programs funding amount adjustments.

1.2 Closing. The Closing for the sale (the "Closing") will be performed simultaneous with the execution of this Agreement, as the parties hereto mutually agree to in writing (the "Closing Date"). The Company shall sell, deliver to, with shipping terms offered by vendors; install and activate for, the Buyer, and Buyer shall purchase and accept from the Company, in and to all of the Purchased Assets.

1.3 Payment. PROJECT COST BALANCE of the Project (the "Purchase Cost") to be paid, with terms of 30 days net, upon completion of Project installation on Buyer's property; in the event of MONTHLY PROJECT COST selection, to be paid with terms of recurring consecutive payments of the Project's financing period, with payment terms of 7 days net, invoiced on the 1st day of each month until the Purchase Cost balance is fully cleared, using certified payment methods payable to Company. The failure to make the payment(s) on or before the date indicated on the payment schedule shall be considered a full and material breach of this Agreement.

Bank Name: JPMorgan Chase Bank, N.A.

Account Number: 785216711

Receiver ABA: 021202337

1.4 Change Order. The Company shall notify the Buyer of any participating funding programs rules and terms before implementation. The Company shall notify the Buyer of any vendors or manufactures changes, modifications or discontinuance of the Purchased Assets before implementation. Following such notification,

(i) The Company shall propose a substitute of the Purchased Assets with equal or higher specifications.

(ii) And the Buyer shall have the right to review the updated Project, and accept and agree to terms listed in Article 1, Section 1.2, or cancel this Agreement in consideration of the terms and conditions in Article 1, Section 1.1.

1.5 Ownership of Purchased Assets. The Company has good and marketable title to, and full ownership of, all of the Purchased Assets free and clear of any claim, lien, charge, security interest or encumbrance of any kind. Upon the transfer and conveyance to Buyer of the Purchased Assets, Buyer shall receive good and marketable title to, and full ownership of, such property free and clear of all liens, charges or encumbrances of any kind.

1.6 Equipment Warranty. Manufacturer warrants that the products purchased hereunder are free and clear of all liens and encumbrances. Manufacturer warrants products to be free from defects in material or workmanship under normal use for a period of three (3) years from the installation date. In the event that any defect found under normal usage condition during the above warranty period, manufacturer will be responsible for repair or replacement at its sole discretion and subject to the replacement may be refurbished products. All repair covered by this warranty must be done at manufacturer's factory, or other repair facilities as designated by manufacturer unless manufacturer specifically directs that this service be performed at another location or service partner. Buyer shall, at its own costs, be responsible for shipping the defective products to designated repair facilities subject to RMA issued by manufacturer, and manufacturer will be responsible for shipping back the repaired products or replacement to Buyer. Manufacturer shall not have any warranty obligations for claims (i) caused by the misuse, mishandling, extreme weather or acts of nature; (ii) caused by the modification or repair made to or disassembly of products by any person other than the manufacturer or authorized service provider; or (iii) in relation to the appearance damage of products which do not affect the function of products.

ARTICLE II: REPRESENTATIONS OF THE COMPANY AND BUYER

2.1 Buyer has the right to enter into this Agreement, to grant the rights granted herein and to perform fully all of Buyer's obligations in this Agreement. Buyer also commits and agrees to qualifications, requirements and terms of all Federal, State or Local Funding Programs this Project is qualified to, and participates.

2.2 Buyer and Company entering into this Agreement does not, and will not, conflict with, or result in, any breach or default under any other agreement to which Buyer or Company is subject. In case of a breach of this Agreement by the Buyer or by the Company, the breaching party will be liable of TOTAL PROJECT COST.

2.3 Buyer and Company shall perform under this Agreement in compliance with all applicable federal, state and local laws and regulations.

2.4 Authorization and Enforceability of Agreements. Company has the requisite power and authority to execute and deliver this Agreement and the other agreements and instruments to be delivered at the Closing (the "Related Agreements"), and to sell the Purchased Assets hereunder. At or before the Closing, this Agreement will be duly and validly authorized by and approved by the Company. This Agreement and the Related Agreements (if any), when executed by the other parties hereto and thereto, constitute a valid and binding obligation of the Company, enforceable against the Company in accordance with their terms, subject to laws of general application relating to bankruptcy, insolvency, fraudulent conveyance, reorganization, moratorium and the relief of debtors and rules of law governing specific performance, injunctive relief or other equitable remedies.

2.5 No Breach. Neither the execution and delivery of this Agreement or the Related Agreements (if any), nor the consummation of the transactions contemplated hereby will (a) violate any provisions of the Articles of Incorporation of the Company, (b) violate, or be in conflict with, or constitute a default (or other event which, with the giving of notice or lapse of time or both, would constitute a default) under, or give rise to any right of termination, cancellation or acceleration under any of the terms, conditions by which the Company or any of the Purchased Assets may be bound, (c) violate any order, writ, injunction, decree, law, statute, rule or regulation of any court or governmental authority applicable to the Company or any of its properties or assets, or (d) give rise to a declaration or imposition by any third party of any claim, lien, charge, security interest or encumbrance of any nature whatsoever upon any of the Purchased Assets. Company has not violated any applicable statute, order, rule or regulation, which violation would prevent the consummation of the transactions contemplated herein.

2.6 Litigation. There are no actions, suits, proceedings or investigations pending or, to the Parties' knowledge, threatened against the Parties or any of its affiliates (a) that involve or would materially and adversely effect Parties' performance under this Agreement, (b) which question the validity of this Agreement, any of the Related Agreements (if any), or any action taken or to be taken in connection herewith or therewith, or (c) which would adversely affect the ability of Parties to execute, deliver and carry out its obligations under this Agreement and the Related Agreement (if any).

Company and its affiliates are not subject to or in default with respect to any indictment, order, injunction, decree or award of any court, arbitrator or governmental agency directly relating to the Project.

2.7 Parties Consents. No material consent, approval, qualification, order or authorization of, or filing with, any governmental authority or any other person or entity on the part of the Parties, is required in connection with the Parties' valid execution, delivery or performance of this Agreement, or the consummation of the transactions contemplated on the part of the Parties hereby.

GOVERNING LAW, JURISDICTION AND VENUE

This Agreement, and all matters arising out of or relating to this Agreement, whether sounding in contract, tort, or statute are governed by, and construed in accordance with, the laws of the State of New York, without giving effect to the conflict of law's provisions thereof to the extent such principles or rules would require or permit the application of the laws of any jurisdiction other than those of the State of New York. Any action or proceeding by either of the parties to enforce this Agreement shall be brought only in any state or federal court located in the State of New York. The parties hereby irrevocably submit to the exclusive jurisdiction of these courts and waive the defense of inconvenient forum to the maintenance of any action or proceeding in such venue.

*This document is intended for the internal use of recipients only and may not be distributed externally or reproduced for external distribution in any form without express written permission of ENERGY5.

IN WITNESS WHEREOF, each of the Parties has executed this Agreement, both Parties by its duly authorized officer, as of the date set forth below.

ENERGY5

Rima Nemtu

Director of EVC Project

City of Bristol Parks and Recreation





City of Bristol
Office of Town and City Clerk
111 North Main Street
Bristol, Connecticut
(860)584-6200

August 10, 2023

Mr. Joshua Medeiros, Ed.D.
Superintendent
Parks, Recreation, Youth and Community Service Department
111 North Main Street
Bristol, Connecticut 06010

Dear Mr. Medeiros:

At a meeting of the City Council on August 8, 2023 it was unanimously voted to refer the 2 acre property known as L#10, Map 65 Marsh Road, currently owned by the Estate of Nancy R. Downs, to the Planning Commission for a C.G.S. §8-24 report. Specifically, to address the recent request from the estate to sell said lot to the City of Bristol. It was further voted that this matter be referred to the Bristol Water Department, Bristol Park Department, Economic & Community Development and Department of Public Works to determine if any of the aforementioned departments have any interest in the city purchasing this lot. It was further voted that this matter be referred to the Real Estate Committee for its recommendation and if applicable, negotiation with the estate.

Very truly yours,

A handwritten signature in black ink that reads "Erica Cabiya". The signature is fluid and cursive, with the first name "Erica" being more prominent than the last name "Cabiya".

Erica Cabiya, CCTC
Town and City Clerk

City of Bristol

Geographic Information System (GIS)



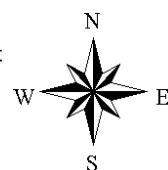
Date Printed: 9/6/2023



MAP DISCLAIMER - NOTICE OF LIABILITY

This map is for assessment purposes only. It is not for legal description or conveyances. All information is subject to verification by any user. The City of Bristol and its mapping contractors assume no legal responsibility for the information contained herein.

Approximate Scale: 1 inch = 200 feet



Policy: Land Acquisition Strategy**Adopted by Board of Park Commissioners: May 2023**

BPRYCS is continually identifying opportunities and gathering information for potential park acquisitions to meet the department's mission to provide residents greater access to high-quality recreation and parks. Property acquisitions for park purposes are made possible through a variety of resources including donations, grants and special one-time allocations from the Board of Finance and City Council. Due to limited resources it's important to be selective on which properties to acquire.

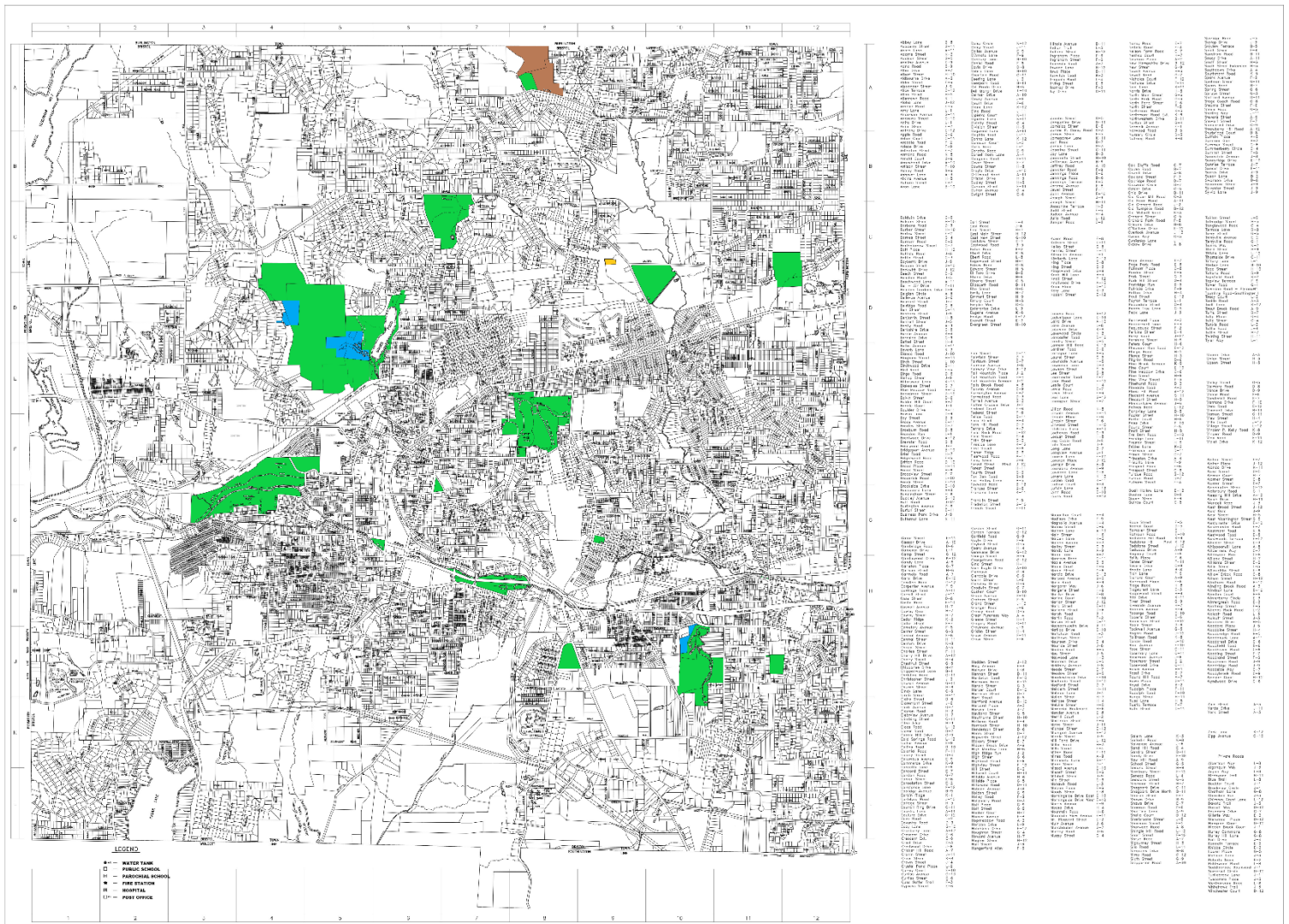
The purpose of this policy is to establish the strategic framework to guide staff and the Board of Park Commissioners in the prioritization, review and approval of new land acquisitions.

Property Considerations must meet 1 or more of the following criteria:

- Connection to recreational needs and/or strategic goals identified in the current Parks Master Plan or other formal community need assessment reports
- Offers a setting in which a diversity of active and passive recreational opportunities can be undertaken, including sites that may be uniquely positioned to offer specific kinds of recreation opportunities not currently offered by the city
- Abuts and/or is closely connected to existing park properties (see Appendix A)
- Abuts the Pequabuck River or other natural area
- Abuts existing and/or future planned bike trails
- Potential to serve a large number of underserved households, or are in high density areas with limited recreational opportunities (See Appendix B)
- Meets equity and access goals such as the 10-minute Walk Campaign (see Appendix B, Appendix C, and Appendix D)
- Contains habitat types that are endangered, under-protected and/or under-represented in the City's park system

Properties that meet 1 or more of the criteria may be pursued by staff and recommended to the Board of Park Commissioners for approval. Properties that are approved by a vote of the Board of Park Commissioners are then referred to the Planning Commission and the City Real Estate Committee for approvals with further referral to the City Council and Board of Finance for funding.

Appendix A: Identified Adjacent Properties of Interest



Key

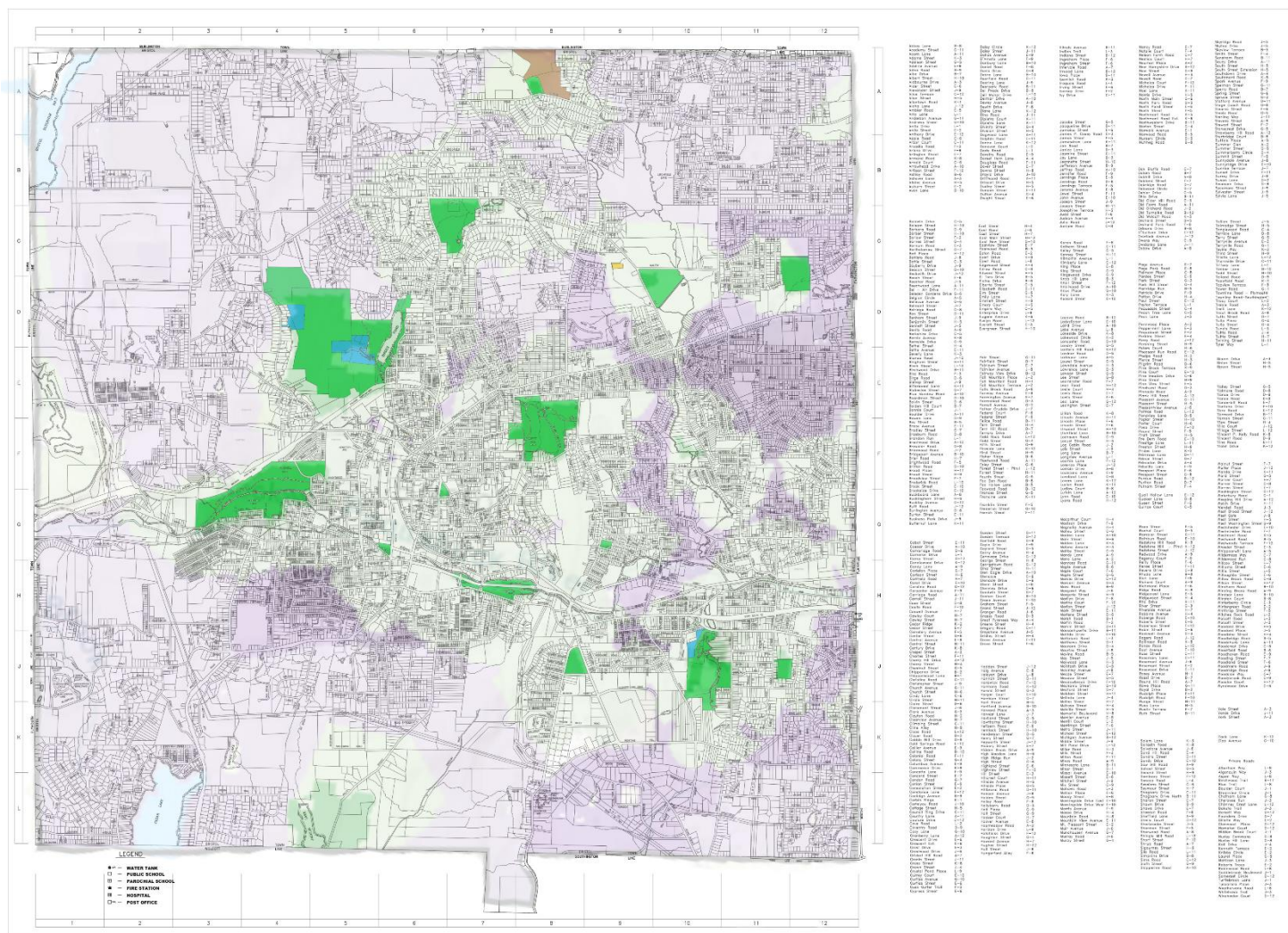
Color	Meaning
	Park Property under the jurisdiction and maintenance of BPRYCS
	Park Property under the jurisdiction of BPRYCS and maintained via MOU
	Dennis Malone Aquatics Center
	Identified Adjacent Properties of Interest

Adjacent Properties of Interest		
Address	GIS Parcel #	Adjacent Park
460 Pine Street	03-38A_0104558	Pine Lake
260 Perkins Street	60-12-5_0158976	Hoppers and Birge Pond Nature Preserve
Perkins Street	60-11 REAR_0158925	Hoppers and Birge Pond Nature Preserve
Ambler Road	60-15_0093718	Hoppers and Birge Pond Nature Preserve
1 Ambler Road	20-221_0011495	Hoppers and Birge Pond Nature Preserve
3 Ambler Road	20-219_0100196	Hoppers and Birge Pond Nature Preserve
112 Ambler Road	20-220_0153389	Hoppers and Birge Pond Nature Preserve
144 Ambler Road	20-218_0098701	Hoppers and Birge Pond Nature Preserve
Ambler Road	20-216_0014850	Hoppers and Birge Pond Nature Preserve
45 Grassy Road	20-214_0014826	Hoppers and Birge Pond Nature Preserve
51 Grassy Road	20-215_0014761	Hoppers and Birge Pond Nature Preserve
Grassy Road	20-217_0014842	Hoppers and Birge Pond Nature Preserve

Appendix B: Properties with 10 Minute Walk Impacts

The Trust for Public Land's 10-minute Walk Campaign encourages safe, equitable access to a high-quality parks within a 10-minute walk of home. Close-to-home parks serve as essential backyards for millions of people and open up countless possibilities for communities and cities by helping to confront some of today's most pressing urban challenges. The 10-minute walk metric—equivalent to approximately a half-mile for an able-bodied person—is the average distance most people are willing to walk to reach a destination. Ensuring that all people have access to a park within a 10-minute walk of home and that there's adequate park space in all neighborhoods is essential to creating an equitable park system.

10 Minute Walk - Overlay

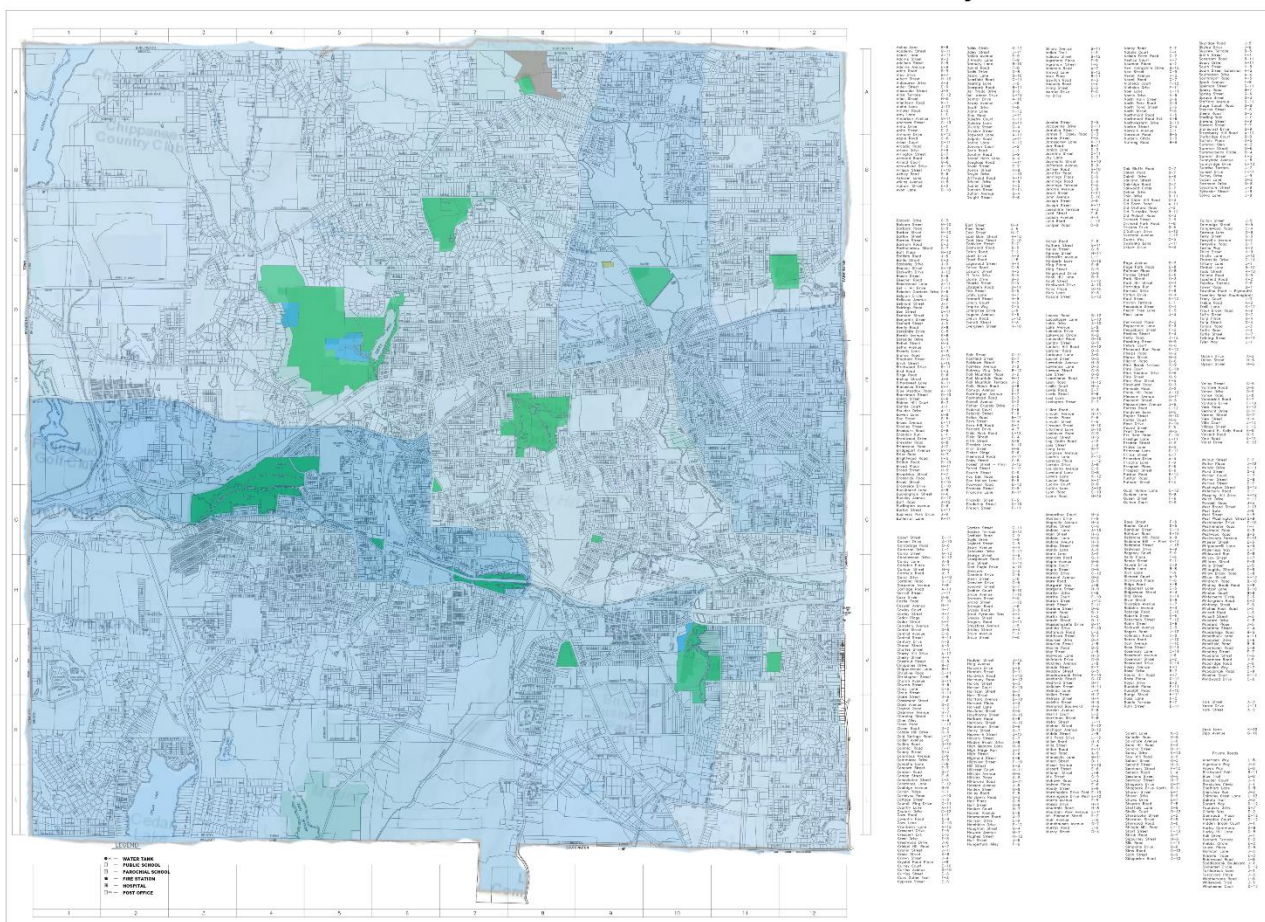


Appendix C: Properties with a Mental and Physical Health Impact

Public parks support good health for people of all abilities, ages, socio-economic backgrounds, and ethnicities. Parks help reduce obesity and incidence of chronic disease by providing opportunities to increase rigorous physical activity in a variety of forms and provide a connection to nature which studies demonstrate relieves stress levels, tightens interpersonal relationships, and improves mental health. These areas highlight the prevalence of the two following CDC metrics from 2021 data: Poor mental health: Respondents aged ≥ 18 years who report 14 or more days during the past 30 days during which their mental health was not good.

Lack of physical activity: Respondents aged ≥ 18 who answered “no” to the following question: “During the past month, other than your regular job, did you participate in any physical activities or exercises such as running, calisthenics, golf, gardening, or walking for exercise” Source: TPL

Mental and Physical Health - Overlay



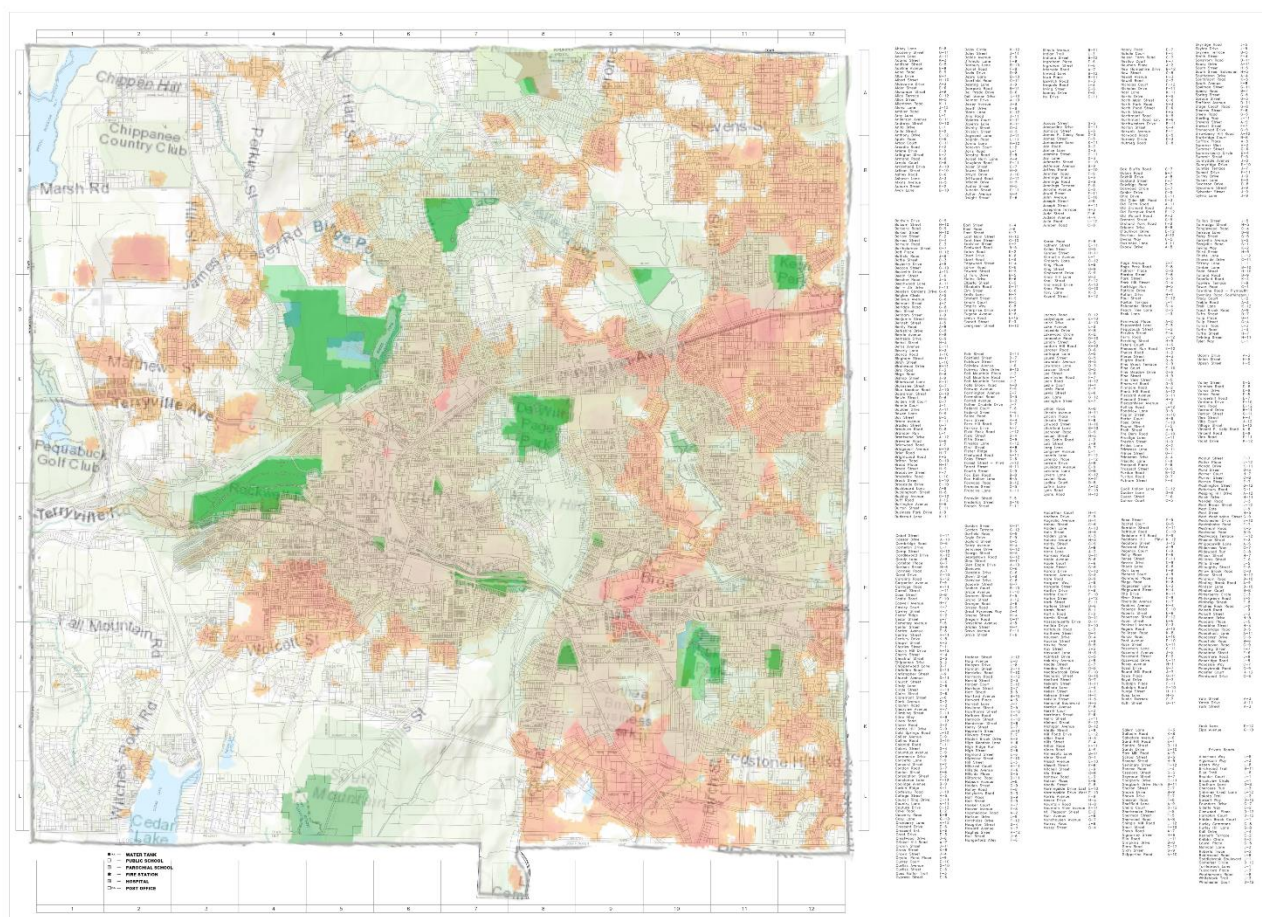
Key

Color	Meaning
Light Blue	Neighborhoods with low mental and physical health disparities
Medium Blue	Neighborhoods with moderate mental and physical health disparities
Dark Blue	Neighborhoods with high mental and physical health disparities

Appendix D: Properties with a Temperature Impact

Urban heat islands are urban or metropolitan areas that are warmer than their surrounding rural areas, due to human activities, such as energy use, transportation, and building construction, which generate and retain heat. These areas highlight where urban heat islands coincide with high density of people outside a 10-minute walk of a park using Landsat 8 satellite imagery to identify thermal reflectance values hotter than 1.25 degrees over the average of the whole City. Parks with tree canopies are one of the most effective ways to combat extreme heat cooling the air temperature by as much as 17 degrees more than parts of the city lacking trees and green space. In addition, the cooling benefit of parks can extend as far as a half-mile from park boundaries, helping cool the neighborhood and reduce heat stress for residents.

Urban Heat Island - Overlay



Key

Color	Meaning
	Neighborhoods with temperatures at or below community averages
	Neighborhoods with temperatures slightly higher than community average
	Neighborhoods with temperatures moderately higher than community average
	Neighborhoods with temperatures significantly higher than community average

Park Sign Refresh Project

September 2023 – Updates



Background

The Department of Parks, Recreation, Youth and Community Services oversees parks, fields, and community spaces that have historically received varying degrees of funding, attention, and use. Some of Bristol's Parks are newly acquired, while others have fallen under the BPRYCS purview for decades. Over time, BPRYCS park signage has become inconsistent, muddled, and outdated. This leads community members to be unaware, confused, misinformed, and more likely to tune out messaging all together. BPRYCS has the opportunity to create and install (or replace) new park signage at park entry points and heavily foot trafficked areas.

Objectives:

- 1) Communicate Park Rules
- 2) Informational Resource Upon Entry
- 3) Consistent Messaging
- 4) Outdated signage removed

Considerations:

- Bilingual Signage
- Use of Icons for Park Rules and Amenities
- Symbols and Park Maps that align with other BPRYCS resources and projects
- Sustainability – Easily integrate changes if information changes / seasonal changes
- Varying sizes for easy integration
- Official Park addresses
- QR code integration
- Amenity specific rules (ex. splash pad or pickle ball court) vs general park rules

Welcome

PARK NAME

Park Hours

Emergencias: 911

Park Contact: (860) 584-6160 | BristolRec.com



All state and local laws apply.

Park use is governed by the regulations set forth in the City of Bristol Parks, Recreation, Youth and Community Services Code of Ordinances - Chapter 16. For a full list of park rules, please visit BristolRec.com. **Park use is at your own risk.**



Bienvenido

PARK NAME

Horario del parque

Emergencias: 911

Contacto del parque: (860) 584-6160 | BristolRec.com



Se aplican todas las leyes estatales y locales.

El uso del parque se rige por las regulaciones establecidas en el Código de Ordenanzas de Parques, Recreación, Juventud y Servicios Comunitarios de la Ciudad de Bristol, Capítulo 16. Para obtener una lista completa de las reglas del parque, visite BristolRec.com. **El uso del parque es bajo su propia responsabilidad.**



City of Bristol Parks, Recreation, Youth and Community Services

PARK RULES

Park Hours: Daylight to 10:00 PM



No Smoking
or Vaping

No Dirt Bikes
or ATVs

No Fires or
Open Flames



No Littering

Park Under
Surveillance

No Alcohol

All state and local laws apply. Park use is governed by the regulations set forth in the City of Bristol Parks, Recreation, Youth and Community Services Code of Ordinances - Chapter 16. For a full list of park rules, please visit BristolRec.com.



(860) 584-6160 | BristolRec.com | 51 High Street, Bristol, CT 06010

Service Report



Work Order

Work Order Number 00317998

Created Date 8/4/2023

Account

Memorial Boulevard Park

Contact

Joshua Medeiros

Address

111 Main St
Bristol, CT 06010
United States

Work Details

Specialist
Comments to
Customer

Service visit completed on August 4, 2023.

Prepared By

Jeff Schulz

Work Order Assets

Asset	Status	Product Work Type
Small Pond	Inspected	
Large Pond	Inspected	

Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
Large Pond	ALGAE CONTROL	
Large Pond	MONITORING	
Small Pond	ALGAE CONTROL	
Small Pond	MONITORING	
Large Pond		Trace amounts of filamentous algae along the perimeter. No invasive aquatics noticed. Fountain is off.
Small Pond		Traces of filamentous algae along the perimeter. Traces of submerged Hydrilla that appear to be dead/dying off. Fountain is off.

Service Report



Work Order

Work Order Number 00340913

Created Date 9/8/2023

Account

Memorial Boulevard Park

Contact

Joshua Medeiros

Address

111 Main St
Bristol, CT 06010
United States

Work Details

Specialist
Comments to
Customer

Service visit completed on September 8, 2023.

Prepared By

Jeff Schulz

Work Order Assets

Asset	Status	Product Work Type
Large Pond	Treated	
Small Pond	Treated	

Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
Large Pond	ALGAE CONTROL	
Large Pond	MONITORING	
Small Pond	ALGAE CONTROL	
Small Pond	MONITORING	
Small Pond		Pond treated for filamentous algae along the perimeter. Traces of pondweed noticed. Fountain is running. Please allow approximately 1 week for final results. Expected rainfall this weekend will help improve conditions.
Large Pond		Pond treated for filamentous algae along perimeter and scattered patches in deeper water. Traces of invasive water chestnut found. Traces of shoreline invasive purple loosestrife present. Fountains are all off.

SeSCRIPT Analysis Report: *Memorial Boulevard Park*

Company: SOLitude Lake Management

Project Name: Memorial Boulevard Park

Address: 1320 Brookwood Dr Ste H, Little Rock AR 72202

Surface Area: NA

Contact Person: Andrew Felter

Average depth: NA

Phone: (484)-889-7935

Date Sample Received: 8/8/2023

Email: andrew.felter@solitudelake.com

SeSCRIPT Analysis Performed: Algae ID and
WQ Baseline***Algae ID Results***
Memorial Boulevard Park

Identification	Classification	Description	Density/Biomass (cells/mL)
Small Pond			
<i>Melosira</i> sp.	Bacillariophyta- Diatoms	Filamentous, planktonic	540,800
<i>Eunotia</i> sp.	Bacillariophyta- Diatoms	Colonial, planktonic	481,700

Other algae in the sample, at densities lower than 2000 cells/mL, include: *Pediastrum*, *Scenedesmus* (Chlorophyta); *Spirogyra* (Streptophyta)
Some bacteria and particulate matter observed

Identification	Classification	Description	Density/Biomass (gww/cm ³)
Large Pond			
<i>Cladophora</i> sp.	Chlorophyta- Green algae	Filamentous, mat forming	0.7
<i>Eunotia</i> sp.	Bacillariophyta- Diatoms	Colonial, planktonic	0.2
<i>Rhizoclonium</i> sp.	Chlorophyta- Green algae	Filamentous, mat-forming	0.1

Other algae associated with mat: *Cymbella*, *Gomphonema*, *Nitzschia* (Bacillariophyta); *Oedogonium* (Chlorophyta); *Lyngbya* (Cyanophyta)

Water Quality Results
Small Pond

Analysis	Measurements	Description
pH (SU)	7.3	Near neutral
Conductivity ($\mu\text{S}/\text{cm}$)	765.0	Acceptable for freshwaters
Alkalinity (mg/L as CaCO_3)	48.0	Low buffered
Hardness (mg/L as CaCO_3)	59.0	Soft
Turbidity (NTU)	5.0	Low

Nutrient Results
Small Pond

Analysis	Measurements	Description
Total Phosphorus ($\mu\text{g}/\text{L}$)	31.6	High amount: Eutrophic
Free Reactive Phosphorus ($\mu\text{g}/\text{L}$)	17.8	Moderate

Water Quality Results
Large Pond

Analysis	Measurements	Description
pH (SU)	7.2	Near neutral
Conductivity ($\mu\text{S}/\text{cm}$)	565.0	Acceptable for freshwaters
Alkalinity (mg/L as CaCO_3)	35.3	Low buffered
Hardness (mg/L as CaCO_3)	37.1	Soft
Turbidity (NTU)	5.5	Low

Nutrient Results
Large Pond

Analysis	Measurements	Description
Total Phosphorus ($\mu\text{g}/\text{L}$)	28.7	High amount: Eutrophic
Free Reactive Phosphorus ($\mu\text{g}/\text{L}$)	15.5	Moderate

SeSCRIPT Discussion

The algae and water sample collected from **Memorial Boulevard Park** was received on **8/8/2023**. Based on results from the water quality and algae analyses, proposed treatment recommendations for algae and nutrient management at **Memorial Boulevard Park** were determined (see below).

Follow all product label instructions. Check with local and state agencies for product restrictions and permit regulations prior to use.

SeSCRIPT Treatment Guidance

Memorial Boulevard Park

ALGAE MANAGEMENT

In order to control the targeted algae at this site, apply:

Captain XTR at a rate range of 0.6-1.2 gallons/AF (0.2-0.4 mg Cu/L)

Contact the certified professionals at SOLitude for further guidance on final application rate selection, technique and frequency based on project objectives, site conditions, algae location and density at treatment time. Take caution with fish, treat partial system at a time.

PHOSPHORUS MANAGEMENT

Analysis of the water quality parameters in this pond revealed this system is **eutrophic**. Based on these site-specific water parameters, consider implementing one of the following EutroSORB phosphorus removal solutions to restore water quality in your water body.

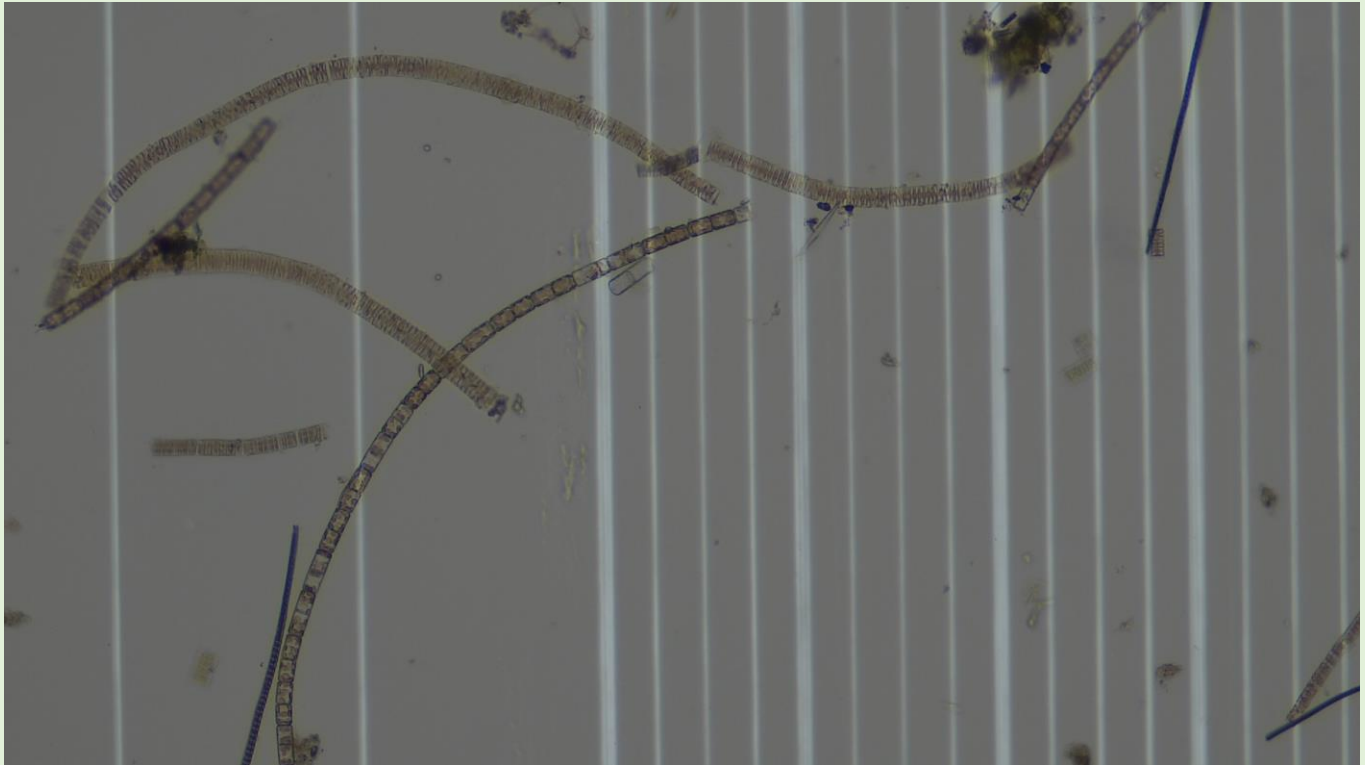
Recovery Solution: Improve water quality by incorporating strategic applications of EutroSORB WC to remove free reactive phosphorus from the water column. Integrate with SePRO algaecide applications as needed to control algae and achieve desired water quality objectives.

Reset Solution: A more comprehensive solution to water quality restoration. Reset the ecological clock and restore water quality in your pond by implementing a Reset application strategy customized by water body. This EutroSORB G solution targets and permanently removes free reactive phosphorus in the water column and accumulated in water body sediments over time. A sediment sample is ideal for this prescription.

Contact your SOLitude representative for further guidance on choosing the most effective management approach based on site conditions and objectives.

SOLitude Lake Management,
Phone: 888-480-5253 Email: Ktucker@solitudelake.com

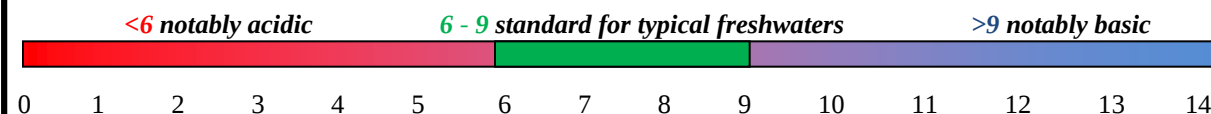
Algae ID Pictures
Memorial Boulevard Park



Water Quality Analysis Explanation

These water quality parameters are essential to document the condition of a water body and design custom treatment prescriptions to achieve desired management objectives.

pH: Measure of how acidic or basic the water is (pH 7 is considered neutral).



Hardness: Measure of the concentration of divalent cations, primarily consisting of calcium and magnesium in typical freshwaters. 0-60 mg/L as CaCO_3 soft; 61-120 moderately hard; 121-180 hard; > 181 very hard

Alkalinity- Measure of the buffering capacity of water, primarily consisting of carbonate, bicarbonate and hydroxide in typical freshwaters. Waters with lower levels are more susceptible to pH shifts.
 ≤ 50 mg/L as CaCO_3 low buffered; 51-100 moderately buffered; 101-200 buffered; > 200 high buffered

Conductivity- Measure of the waters ability to transfer an electrical current, increases with more dissolved ions.
 < 50 $\mu\text{S}/\text{cm}$ relatively low concentration may not provide sufficient dissolved ions for ecosystem health; 50-1500 typical freshwaters; > 1500 may be stressful to some freshwater organisms, though not uncommon in many areas

Phosphorus: Essential nutrient often correlating to growth of algae in freshwaters.

Total Phosphorus (TP) is the measure of all phosphorus in a sample as measured by persulfate strong digestion and includes: inorganic, oxidizable organic and polyphosphates. This includes what is readily available, potential to become available and stable forms.
 <12 $\mu\text{g}/\text{L}$ oligotrophic; 12-24 $\mu\text{g}/\text{L}$ mesotrophic; 25-96 $\mu\text{g}/\text{L}$ eutrophic; > 96 $\mu\text{g}/\text{L}$ hypereutrophic

Free Reactive Phosphorus (FRP) is the measure of inorganic dissolved reactive phosphorus (PO_4^{3-} , HPO_4^{2-} , etc.). This form is readily available in the water column for algae growth.

Nitrogen: Essential nutrient that can enhance growth of algae.

Total N is all nitrogen in the sample (organic N^+ and Ammonia) determined by the sum of the measurements for Total Kjeldahl Nitrogen (TKN) and ionic forms.

Nitrites and Nitrates are the sum of total oxidized nitrogen, often readily free for algae uptake.
 < 1 mg/L typical freshwater; 1-10 potentially harmful; >10 possible toxicity, above many regulated guidelines

Chlorophyll a: primary light-harvesting pigment found in algae and a measure of the algal productivity and water quality in a system.
 0-2.6 $\mu\text{g}/\text{L}$ oligotrophic; 2.7-20 $\mu\text{g}/\text{L}$ mesotrophic; 21-56 $\mu\text{g}/\text{L}$ eutrophic; > 56 $\mu\text{g}/\text{L}$ hypereutrophic

Turbidity- Measurement of water clarity. Suspended particulates (algae, clay, silt, dead organic matter) are the common constituents impacting turbidity.
 < 10 NTU drinking water standards and typical trout waters; 10-50 NTU moderate; > 50 NTU potential impact to aquatic life.