



*City of Bristol
Board of Park Commissioners*

INFORMATION TO ACCESS MEETING

[https://bristolct-
gov.zoom.us/j/88962098471?pwd=tUIEr2YCTl5twlitd8mgsAnQheYx9p.1](https://bristolct.gov.zoom.us/j/88962098471?pwd=tUIEr2YCTl5twlitd8mgsAnQheYx9p.1)

The regular Board of Park Commissioners meeting will be held on Wednesday, December 17, 2025, at 6:00 PM. in City Hall Meeting Room 1-2 111 North Main Street, Bristol, CT 06010.

AGENDA

1. Call to Order
 - a. Pledge of Allegiance
 - b. Attendance
2. Approval of Minutes
 - a. Approval of Minutes: November 19, 2025, Regular Meeting Minutes
3. Public Participation
4. Superintendent's Report
 - a. Division Supervisors Report
 - b. Project Updates
 - c. Year to Date Financials
 - d. 2026 Board of Park Commissioner Subcommittee Assignments
 - e. Strategic Plan Updates
5. Old Business
 - a. By Commissioners
6. New Business

- a. Presentation of the 2025 Bristol Parks, Recreation, Youth & Community Services Annual Report
 - b. Approve the Fiscal Year 2026-2027 Proposed Parks, Recreation, Youth & Community Services Budget and refer to the Comptroller's Office
 - c. Approve the 2026 Board of Park Commissioners Meeting Calendar
 - d. By Commissioners
7. Reports and Committee Reports
- a. Fund Development & Advocacy Committee
 - b. Policy & Strategy Committee
 - c. Finance Committee
 - d. City Council Liaison Update
8. Adjournment

PER ORDER OF THE CHAIRPERSON
Mayor Ellen Zoppo-Sassu



*City of Bristol
Board of Park Commissioners*

INFORMATION TO ACCESS MEETING

<https://bristolct-gov.zoom.us/j/88962098471?pwd=tUIEr2YCTI5twltd8mgsAnQheYx9p.1>

Ladies and Gentlemen:

The regular meeting was held on Wednesday, November 19, 2025, at 6:00 PM in Meeting Room 1-2 in City Hall, 111 North Main Street, Bristol, CT 06010.

1. Call to Order

Mayor Ellen Zoppo-Sassu, Chair, called the meeting to order at 6:00 p.m.

a. Pledge of Allegiance

b. Attendance

Members Present:

Mayor Ellen Zoppo-Sassu, Chair
Robert Fiorito, Vice Chair
Cynthia Donovan, Commissioner
Cecilia Garay, Commissioner
Leonard Lamothe, Commissioner
Aaron Weber, Commissioner
Mark Dickau, City Council Liaison
Sarah Larson, Deputy Superintendent
Jon Fitzgerald, Commissioner
Dr. Joshua Medeiros, Superintendent

Absent:

2. Approval of Minutes

a. Approval of Minutes: October 15, 2025, Regular Meeting Minutes

MOTION: Made by Vice Chair Fiorito to Approve the October 15, 2025, Regular Meeting Minutes.

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

3. Public Participation

Jacqueline Mccauley of 19 Spring Street in Bristol, spoke about a homeless man who is living in Federal Hill Park. He initially sheltered under a turtle structure and now sleeps in the gazebo, often staying during the day. His presence is deterring families and children from using the playground. Jackie has called the police multiple times, but interventions have been inconsistent. She urged coordination between the Parks Department and Police to address the issue and connect him with services, while emphasizing safety and accessibility concerns for the community.

Deputy Superintendent Sarah Larson stated Jacky was very proactive in contacting the Parks Dept. The Parks Department, Youth and Community Services, and Officer Travisano from the Bristol Police Department coordinated to intervene. For about a week and a half, park staff repaired the landscaping each morning while the officer worked to stop the individual's behavior. Because the park is closed from 10 p.m. to 7 a.m., staying there during those hours is a ticketable offense, but during the day the individual is allowed to be in the park unless violating a law or ordinance. Currently, the situation is being monitored, and there is little more the Parks Department can do, as the individual is legally permitted to be there during daytime hours.

Mayor Ellen Zoppo - Sassu noted that Officer Travisano, formerly the community wellness officer, has been promoted and replaced by another officer with mental-health training, ensuring continuity in support. The individual involved has consistently declined all offered services, including housing and warming-center resources. Police and Parks staff continue to prioritize diversion and service access but are also exploring enforceable options, such as ticketable offenses or rules related to personal belongings in the park. Both departments, along with external agencies, are actively monitoring the situation and maintaining daily follow-up efforts. The goal remains to encourage the individual to accept services, though this may take time

4. Superintendent's Report

a. Division Supervisor's Report

Deputy Superintendent Sarah Larson presented the Division Supervisor's Report; discussion followed.

b. Project Updates

Deputy Superintendent Sarah Larson presented the Project Updates. Phase 1 of the Page Park project is nearing completion, with substantial completion expected by the end of December and full closeout anticipated by April. Funding is already in place for Phase 2, and the department is preparing to go out to bid; the goal is to secure a contract and begin work in the spring to maintain continuity between phases. An update was also provided on the Rockwell Park revitalization. The state had planned to reassign staff to help oversee the project, but the newly assigned staff member left their position within a week. As a result, the department is back to waiting for the state to issue the MOU required to access funding and begin work.

Commissioner Donovan inquired about an update on the scoreboard fundraiser for the

Dennis Malone Aquatics Center.

Deputy Superintendent Larson Aside from that fundraiser and a few small donations, there has been no significant additional fundraising activity, and a swim-a-thon has not been held.

c. Year to Date Financials

Deputy Superintendent Sarah Larson presented the Year to Date Financials.

Commissioner Lamthe inquired about an update on vandalism.

Deputy Superintendent Larson referred to the year-to-date parks maintenance financials, noting repeated vandalism at the Mrs. Rockwell's Park outdoor bathroom, recorded as a line item. This incident marks the third occurrence. Despite existing measures such as electronic locks, that lock from 10 p.m.–7 a.m., and prior discussions about additional lighting, vandalism continues, and the exact timing is unknown due to lack of cameras. Staff are moving forward with plans to install stainless-steel fixtures in an effort to reduce future damage.

Commissioner Lamothe suggested a Tactacam Defend camera system that works with Cellular Service using solar power to operate; discussion followed.

d. Strategic Plan Updates

Deputy Superintendent Sarah Larson presented the Strategic Plan Updates, but it was not discussed.

MOTION: Made by Vice Chair Fiorito to place the Superintendent's Report on file. Seconded by Commissioner Donovan; all in favor; motion carried.

MOTION: Made by Commissioner Lamothe to Move New Business Item B. up on the agenda. Seconded by Vice Chair Fiorito; all in favor; motion carried.

b. Presentation from Friends of the Hoppers Birge Pond Preserve Inc.

Deputy Superintendent Sarah Larson reported that a developer has purchased land off Ambler Road and Grassy Road, located within the park area. The Friends group met with the Mayor, staff, and the developer to discuss the situation. The Mayor recommended that the Friends group provide updates to the Commission regarding their ongoing work. An MOU outlining the shared stewardship partnership is currently being drafted and will be brought before the board for review.

Michelle Rudy of 102 Henderson Street in Bristol, who is representing the Friends of the Hoppers Birge Pond Preserve, provided an update regarding a proposed development on approximately 12 acres of privately owned land located within the center of the Hoppers Preserve. The developer plans to begin work on the eastern portion of the property and has proposed excavating approximately 145,000 cubic yards of sand and gravel, followed by construction of an estimated 2–7 homes.

The key concerns identified by the Friends of the Hoppers are the economic impacts, such as the potential loss of up to 12 acres of forested land, and more formal municipal-

style language. Geological impacts include removal of notable glacial formations, including rare kames, which are part of a larger, intact geological system within the preserve, and loss of unique educational and natural features. Hydrological impacts such as excavation of significant quantities of sand and gravel may depress the water table, posing risks to nearby springs and wetlands. Recreational impacts such as increased noise, light, and visual disturbance affect the preserve's wilderness-like experience, and several trails located on or adjacent to the parcels would be disrupted or eliminated. Lastly, The Friends group stated that the proposed development does not align with the City's Plan of Conservation and Development.

The developer has proposed a land swap, offering the western parcel in exchange for a five-acre section of parkland containing a prominent kame. The Friends group expressed opposition to the proposed swap due to ecological, geological, recreational, and wildlife corridor concerns.

Mayor Ellen Zoppo-Sassu provided additional context regarding the proposed development at Hoppers Birch Pond, including a six-acre parcel purchased by the developer, which extends into the core forest area of the preserve. The developer has proposed a potential land swap involving a five-acre parcel in an effort to consolidate residential lots and mitigate impacts on the preserve.

It was noted that the purchased parcel previously contained residential structures that have been demolished, and the property retains residential use by right, allowing for construction consistent with existing zoning. Mayor Zoppo-Sassu emphasized that, given zoning regulations, construction is likely to occur, and the City's land use boards, including the Planning Commission and Zoning Commission, will review any proposals carefully, including potential impacts to wetlands and wildlife corridors. Mayor Zoppo-Sassu has maintained ongoing communication with both the developer and the Hoppers Birch Pond Group to explore options that may reduce environmental and recreational impacts. The Parks Board's role in stewardship of the preserve was highlighted, and Commissioners were encouraged to remain informed as discussions continue and as future plans are formulated.

In regard to Ambler and Grassy Roads and Hoppers Birch Pond. Although the streets are unaccepted, prior city maintenance has established de facto acceptance, limiting legal preservation options. Mayor Zoppo-Sassu reviewed the 1988 binding referendum by the Save the Hoppers Committee, which passed 15,252 to 2,736, favoring preservation of the open space without sand or gravel mining while retaining the City's water rights. The referendum offers limited guidance for current development or residential use. Historical documentation includes Parks Board discussions and staff memos regarding potential Land Trust status. Staff continue to review records for additional protections. At the January 3, 2008, Board of Park Commissioners meeting, staff discussed a request from the Hoppers Committee regarding the feasibility of establishing a land trust for Hoppers Birch Pond. Assistant Corporation Counsel Ann Baldwin attended and noted that the original request was general and additional information was needed to evaluate feasibility. She reviewed relevant documents, including a dedication agreement, an open space grant contract, and the results of the November 8, 1988, referendum. Counsel indicated that a land trust may not be possible and that any changes to the property would require a site plan submitted to the Department of Energy and Environmental Protection (DEEP). She also noted that determining a trustee would be a primary consideration. Commissioners acknowledged that the area benefits from existing protections, including

state DEEP designation, and expressed appreciation for the multiple layers of protection identified.

Commissioner Donovan inquired whether water usage or other water-related impacts associated with the proposed land development could be addressed directly with the developer, including privately. She noted that excavation of sand and gravel could negatively affect water quality and suggested that raising these concerns might help limit the extent of extraction, thereby protecting water resources and the park environment. Mayor Zoppo-Sassu noted that a wetland's delineation runs through the eastern portion of the property and that updated maps have been prepared. Additional features, including a discharge pipe, will also be considered. She emphasized that all relevant issues, including water impacts and earth removal, will be reviewed by the Wetlands Commission and the Zoning Commission, noting that multiple regulatory and planning processes will influence any proposed development. Mayor Zoppo-Sassu emphasized the importance of having the Hoppers Birch Pond Committee present to provide Commissioners with updated information, given community interest in the matter. Commissioners were encouraged to direct inquiries from the public to the Committee or City staff and to remain informed about upcoming land use board meetings. The Mayor noted scheduling updates for regulatory review: the Wetlands Commission application has been postponed to December, while the Zoning Commission review has been postponed to January and indicated that further discussions with the Committee will be scheduled to coordinate ongoing review and community engagement.

Erik Madsen of 70 Oak Hill Drive in Bristol, and Friends of the Hoppers Birge Pond Preserve board member, provided an update regarding the boardwalk around Birch Pond, noting that the existing 20-year-old structure has reached the end of its useful life and is in disrepair. Staff emphasized that closure of the trail is not feasible, as it would continue to be used by independent hikers. The Friends of the Hoppers requested authorization from the Board to apply for and solicit funding for a new boardwalk project. The proposed project would be completed in two phases:

Phase 1: Construction of an approximately 851-foot boardwalk on the west and north sides of the pond (estimated cost \$225,000–\$260,000) and 71 feet on the east side (estimated cost \$19,000–\$21,000). Materials would include high-quality treated lumber framing, stainless steel fasteners, HDPE plastic decking, and a toe kick; no railings would be installed, as the structure is less than 30 inches above ground or water.

Phase 2 (future phase): Development of a 5-foot-wide accessible walking path to interconnect boardwalks, including 1,100 feet on the west and north sides and 1,300 feet on the east side of the pond. Cost estimates for Phase 2 are to be determined.

The Friends of the Hoppers will oversee, coordinate, and implement the project through completion, seeking funding through partnerships with government, business, foundations, nonprofits, and private donors, including potential grants such as the Connecticut Recreational Trails Grant Program. The project aims to enhance conservation, passive recreation, and accessibility for city residents and future generations.

Deputy Superintendent Sarah Larson provided an update on the Capital Improvement Program (CIP) process regarding the Birch Pond boardwalk project. Funding requests for planning and construction of the boardwalk have been submitted through the CIP process since FY 2023, with the FY 2024 budget specifically including upgrades for engineering

and planning to support both phases of the project, including the accessible trail. These requests have not been funded over the past three fiscal years.

Mayor Zoppo-Sassu noted that the Friends of the Hoppers had expressed willingness to support the project. It was recommended that the project be formally submitted to the City Manager for consideration in conjunction with the upcoming budget process, which will include review of CIP projects for the coming fiscal year. She emphasized that submitting the project for CIP review does not preclude simultaneous pursuit of grant funding, and that sufficient information, including costs and engineering estimates, is available to develop a funding application for Phase 1 of the project.

MOTION: Made by Vice Chair Fiorito to continue the discussion of the Boardwalk Project and refer the matter to the Budget Committee.

Seconded by Commissioner Donovan; all in favor; motion carried.

c. Approval of the Part-Time/ Seasonal Wage Increases Memo and refer to Salary Committee

Mayor Ellen Zoppo-Sassu presented the Part-Time/Seasonal wage increase memo to be referred to the Salary Committee.

MOTION: Made by Vice Chair Fiorito to approve the Part-Time/Seasonal wage increase memo to be referred to the Salary Committee.

Seconded by Commissioner Weber; all in favor; motion carried.

5. Old Business

a. Update on the Pequabuck River Watershed Association's 319 Grant Application for Kern Park

Deputy Superintendent Sarah Larson reported that Mary Ridings notified the department that the Pequabuck River Watershed Association's 319 Grant application has been selected for funding by DEEP. The project will redirect stormwater from the Ivy Drive culvert into a bioswale located at the former tennis court area, with the goals of reducing erosion and improving water quality. The Board previously endorsed submission of this grant application approximately one year ago. Deputy Superintendent Larson noted that the project will return to the Board in the coming months for review and acceptance of associated work plans, MOUs, and related agreements.

b. Update from the PRWA on the deliverables from their Thomaston Saving Bank Grant for Invasive Species Removal along the North Culvert

The Pequabuck River Watershed Association has submitted an update to the board regarding the completion of their grant-funded project to remove invasive species along

the North Culvert. This project was supported by the board in May, when the board endorsed the Association's application for grant funding. According to the Association, the project has been successfully completed, and the invasive-species removal work proceeded as planned. No further board action is required at this time.

c. Update on the Jim Cleveland Wildflower Field

Commissioner Donovan reported that the Shrub Road/Oak Hill Drive restoration estimate was originally \$87,000–\$118,000, driven primarily by extensive mugwort infestation. After identifying tasks that City staff and volunteers could perform, the cost was reduced to approximately \$80,000. Donor Jim Cleveland has committed \$60,000 and indicated he may contribute an additional \$30,000 if matched; staff noted that raising a \$30,000 match may be challenging. The restoration area is approximately four acres, and effective mugwort removal will require herbicide use, necessitating a public informational meeting to review the plan with neighbors. Staff will continue discussions with the contractor and donor regarding funding, in-kind contributions, and next steps, and will update the Board as information becomes available.

6. New Business

a. Consider the request from UCONN Conservation Ambassador Program Participant, Esha Osioh, to engage in storm-water quality testing at select storm drains throughout the park system this winter.

Deputy Superintendent Sarah Larson introduced Esha, a Bristol Central High School student participating in the UConn Community Action Project (CAP), has selected the Parks, Recreation, Youth & Community Services Department as her community partner for the program. As part of her CAP requirements, Esha must complete a mobile community project.

Esha Osioh, a Bristol Central High School student participating in the UConn Community Action Project (CAP), provided an overview of her proposed project. Due to school email access limitations, she was unable to display her original presentation; however, she summarized the project content for the Board. Ms. Osioh explained that her project involves stormwater quality testing at selected storm drains within the City's Park system. The objectives include collecting stormwater samples following various weather events (rainstorms, snowstorms, etc.), identifying pollutants such as road salt, debris, and other contaminants that may impact water quality and local microorganisms, monitoring potential effects on ponds, streams, and other park waterways, and increasing community engagement and public awareness regarding stormwater pollution, including possible outreach through the Bristol Public Library. She noted that samples will be collected after significant storms and analyzed with support from her CAP mentor and program staff, who will assist with testing equipment and methodology. Ms. Osioh requested clarification on

safety protocols, identification of allowable storm drains for sampling, and confirmation that project activities align with departmental operational needs; discussion followed.

MOTION: Made by Vice Chair Fiorito to approve Esha's UConn Community Action Project and to authorize her to proceed in coordination with Parks staff. Staff will identify appropriate catch basins, ensure safety protocols, and serve as points of contact throughout the project.

Seconded by Commissioner Donovan; all in favor; motion carried.

7. Reports and Committee Reports

a. Fund Development & Advocacy Committee

None.

b. Policy & Strategy Committee

None.

c. Finance Committee

None.

d. City Council Liaison Update

City Council discussions have focused on encampments at Federal Hill Green, the Hoppers, Kern Park, and Rockwell. A small stakeholder group will meet Monday to address winter protocols, overflow options, and referral processes, noting limitations with 2-1-1 and regional service demands. Parks staff are invited to provide input. Solutions will be approached incrementally, recognizing that some individuals may decline services, with progress made one conversation and one person at a time.

e. By Commissioners

Commissioner Lamothe inquired about the residents of the three apartments across from old Sabino's restaurant, who had been parking in old Sabino's lot with permission. Deputy Superintendent Sarah Larson stated that the residents were required to vacate by December 31st, and the property owner has received a letter from the City of Bristol regarding this.

Mayor Ellen Zoppo-Sassu stated the culvert repair work has not yet started; the property owners' contractor presented plans to the Wetlands Commission, but they were deemed insufficient. The current focus is on completing the 27-foot section directly above the existing culverts. Work is complicated by active sewer, water, and gas lines, and coordination with the property owners is ongoing to schedule the project as soon as feasible.

Commissioner Lamothe inquired about the status of the “No Trucks Allowed” sign on the boulevard.

City Council Liaison Mark Dickau stated Ray Rogozinski has been working on this issue. In addition to the sign, pavement markings are planned to indicate “No Through Trucks” at ground level. From above, the markings may look unusual, but they will be clear to drivers on the road. Follow-up is needed to confirm the status of both the sign and the pavement markings and to ensure a final solution is in place.

Vice Chair Fiorito stated he was contacted by a watershed regarding the parking situation during the Eastern Regional Little League tournament.

Deputy Superintendent Larson stated that during the tournament, several visitors parked on or around the Mixed Street Field without permission from the Parks Department, New Britain Watershed, or the Water Department. The area is an aquifer protection zone, and the unauthorized parking violated the agreement with the Water Department. The issue was referred to our department and the police. Discussions are ongoing regarding preventive measures, including signage and possible snow fencing, with follow-up planned as spring approaches; discussion followed.

8. Adjournment

MOTION: Made by Commissioner Lamothe to adjourn at 7:38 p.m.
Seconded by Vice Chair Fiorito; all in favor; motion carried.

Respectfully Submitted,
Amaris Estrada
Recording Secretary
Board of Park Commissioners



Superintendent Report
Board of Park Commissioners
December 17, 2025

I. Parks, Grounds and Facilities Division Highlights

- Muzzy Field hosted the Thanksgiving Day Battle for the Bell with the Athletics & Ballfield crew dedicating an extensive amount of time and resources to transforming the facility to support this community tradition.
- Several athletics and ballfield team members attend the World Cup Volunteer Day at Gillette Stadium. It was an opportunity to learn more about ballfield operations and best practices, with the potential to volunteer as part of the World Cup Field Crew.
- The Parks Division switched to an electronic shared document to keep track of overtime equalization. This switch improves efficiency, mitigates mistakes, and makes the information accessible from various locations.

Accucom Work Order System	November 2024	November 2025
Work Orders Submitted	4	1
Work Orders Closed in November	5	0
Work Orders Still Open	26	15

II. Recreation Division Highlights

- Recreation Supervisor Amry Shelby and Recreation Program Assistant Madison Fostervold attended the CRPA conference at Mohegan Sun on November 24-25 for professional development.
- Recreation Division successfully hosted the 28th Annual Turkey Shoot Basketball Contest indoors at Chippens Hill Middle School.
 - There were over 80 youth participants registered for this year's event.
 - The Turkey Shoot had generous sponsors this year. Thank you to Primo Press, Dicks Sporting Goods, BEST, Encore Fire Protection, Price Chopper, The Connecticut Sun, Lake Compounce, Bloodline Basketball, UCONN Athletics, Bristol Sports Armory, Rich Farm Ice Cream, Healthtrax, Yale Athletics, and BBHD.
- Recreation Supervisor Amry Shelby and Recreation Program Assistant Madison Fostervold met with Stafford Elementary Schools to discuss potentially hosting summer camp. This change comes as a result of the BOE requesting more gym space at BEHS during the summer.

Recreation & Event Measures	November 2024	November 2025
# of youth engaged in recreation programs	388	400*
# of adults engaged in recreation programs	147	170**
Total # of recreation programs running	24	19

* Number includes Turkey Shoot participants (special event).

** Number only includes team captain, and not other players involved in adult leagues.

III. Aquatics Division Highlights

- Aquatics Supervisor Raelynne Andrews attended the CRPA conference at Mohegan Sun on November 24-25 for professional development.
- Early Fall Learn to Swim lessons finished in November and the next session of Late Fall lessons started following a one-week break. Both session's registrations were full.
- Staff for Custom Aquatics were on site taking measurements for the new diving board and starting blocks. Installation is expected following the spring swim team season.

Aquatics Measures	November 2024	November 2025
# of visits to the Dennis Malone Aquatics Center	1325	1348
# of pool memberships sold	32	27
# of program participants	948	1064

IV. Outreach, Marketing, and Event Highlights

- Community Engagement Coordinator Erica Ussery attended the 65th Annual Connecticut Recreation and Parks Association, Inc. Conference and Tradeshow at Mohegan Sun Hotel and Convention Center in Uncasville, CT
- BPRYCS and the City Arts & Culture Commission held a Ribbon Cutting on Wednesday, November 11, 2025 to unveil the "Locks at Stocks" Sculpture installed at Stocks Playground and Casey Field. The sculpture is heart shaped and features steel wiring where community members can affix locks that symbolize love and tokens of promise.
- BPRYCS released the 2026 Winter/Spring Snapshot featuring programs and events happening from January to May 2025.
- Superintendent Joshua Medeiros and Community Engagement Coordinator Erica Ussery met to discuss plans and drafts for the 2025 Annual Report.

Outreach, Marketing, and Event Measures	November 2024	November 2025
Unique # of visits to the Parks Project Portal*	794	200
Total # of e-mails sent	37	36
% of emails opened	43%	56%
Email click rate	1%	2%

*In November 2024, BPRYCS had just broken ground on Page Park on October 30, 2024 and BPRYCS had hosted a press conference with Senator Richard Blumenthal announcing the Rockwell Park's Revitalization project and BPRYCS being awarded the

\$1.9 million dollar matching grant from the Outdoor Recreation Legacy Partnership (ORLP).

Upcoming Special Events - Save the Date

Event Name	Date	Time	Location
Scuba Santa – Underwater Photos with Santa	December 6-7, 2025	5:00 – 8:00 PM	Dennis Malone Aquatics Center (DMAC)
Holiday Gift Giving Program – Assistance Applications Close	December 8, 2025	5:30 PM	BristolRec.com
Downtown Live: The Nashville KING Starring John Beardsley	December 13, 2025 December 14, 2025	7:00 – 9:00 PM 2:00 – 4:00 PM	Downtown Live at the Rockwell Theater (70 Memorial Boulevard)
“Bristol Holiday Stroll presented by the City Arts and Culture Commission”	December 13, 2025	10 AM – 6 PM	Bristol Cultural District
Name That Snow Plow Contest	Ongoing through December		BristolRec.com

Parks, Recreation, Youth & Community Services Capital Improvement Projects (Updated: 12/11/2025)

ACTIVE PROJECTS

Project Name	Description	Status	Cost Estimates	Funding Source(s)	Target Completion
Page Park Revitalization	Utilize the Page Park master plan to fully renovate the park.	Phase 1 construction continues through the end of 2025. Substantial completion is being pushed out to January due to electrical delays. We are still awaiting Purchasing to go out to bid for Phase 2 now anticipated as January 2026.	\$18.9 million	\$18.9 million- CIP (3027010)	January 2026 (Phase 1)
Rockwell Park Revitalization	A wholesale revitalization of Rockwell Park to include pool house renovations, new splash park, playground, lighted basketball courts, ADA trail improvements and disc golf course enhancements	Delays continue at the state level as we await a formal MOU from CT-DEEP. They indicate they are getting closer but we do not have any solid date/timing. We continue to organize and plan in the meantime so we can be ready to move forward once authorized.	\$3.8 million	\$1.9 million- CIP \$1.9 million- matching ORLP federal grant	TBD 2026/2027
Rockwell Maintenance Building Improvements (Phase 2)	Physical improvements to maintenance building to improve working conditions for the crew.	The RW Building Committee met for a final meeting with the contractor. The contractor has been delayed in providing a revised cost estimate as they are working to finalize a heating and cooling proposal for the building. Scope of work is expected to include a new HVAC system, insulation, misc cosmetics, and improved locker rooms/staff meeting space.	\$95,000	\$95,000- LoCIP	Winter 2026
Dennis Malone Aquatics Center Diving Board/Starter Block Replacements	To replace the diving board and starter blocks at the indoor pool	Contract was awarded to CT Custom Aquatics at the September City Council meeting. Vendor has anticipated approximately 6 months for construction and installation of the new diving board and starter blocks.	\$100,000	\$100,000-LoCIP \$17,057.80- misc carry over	Spring 2026

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

ACCOUNTS FOR:	ORIGINAL	REVISED					AVAILABLE	PCT
001 GENERAL FUND	APPROP	BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL	
0017021 PARKS ADMINISTRATION								
0017021 480003 PARK TRUST FUNDS	-400,000	-400,000	-276,992.65	.00	.00	-123,007.35	69.2%*	
0017021 480004 PARK TRUST GOODSSELL	-23,330	-23,330	-13,780.00	.00	.00	-9,550.00	59.1%*	
0017021 514000 REGULAR WAGES & SAL	417,250	424,355	169,017.00	.00	.00	255,338.00	39.8%	
0017021 515100 OVERTIME WAGES & SA	3,000	3,000	695.33	.00	.00	2,304.67	23.2%	
0017021 541000 PUBLIC UTILITIES	11,100	11,100	7,927.85	.00	3,172.15	.00	100.0%	
0017021 541100 WATER & SEWER CHARG	700	700	316.58	.00	383.42	.00	100.0%	
0017021 543000 REPAIRS & MAINTENAN	1,750	1,750	475.50	.00	1,224.50	50.00	97.1%	
0017021 552100 LIABILITY INSURANCE	112,235	112,235	98,437.67	.00	9,532.14	4,265.19	96.2%	
0017021 553000 TELEPHONE	5,000	5,000	2,941.26	.00	2,058.74	.00	100.0%	
0017021 553100 POSTAGE	600	600	158.48	.00	.00	441.52	26.4%	
0017021 557700 ADVERTISING	8,000	8,000	1,960.34	.00	1,000.00	5,039.66	37.0%	
0017021 561800 PROGRAM SUPPLIES	2,500	2,500	2,447.12	.00	157.86	-104.98	104.2%*	
0017021 562200 NATURAL GAS	2,300	2,300	768.48	.00	1,531.52	.00	100.0%	
0017021 569000 OFFICE SUPPLIES	2,000	2,000	452.47	.00	1,129.46	418.07	79.1%	
0017021 581120 CONFERENCES & MEMBE	6,500	6,500	4,908.90	.00	600.00	991.10	84.8%	
0017021 583120 ARTS & CULTURE COMM	5,000	5,000	4,050.00	.00	.00	950.00	81.0%	
0017021 589100 MISCELLANEOUS	0	128,224	28,747.41	.00	29,347.04	70,129.98	45.3%	
TOTAL PARKS ADMINISTRATION	154,605	289,934	32,531.74	.00	50,136.83	207,265.86	28.5%	
TOTAL GENERAL FUND	154,605	289,934	32,531.74	.00	50,136.83	207,265.86	28.5%	
TOTAL REVENUES	-423,330	-423,330	-290,772.65	.00	.00	-132,557.35		
TOTAL EXPENSES	577,935	713,264	323,304.39	.00	50,136.83	339,823.21		

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	154,605	289,934	32,531.74	.00	50,136.83	207,265.86	28.5%

** END OF REPORT - Generated by Amaris Estrada **

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

ACCOUNTS FOR:			ORIGINAL	REVISED				AVAILABLE	PCT
001	GENERAL FUND		APPROP	BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL
0017022 PARKS GROUNDS & FACILITIES									
0017022	450311	MUZZY FIELD RENTALS	-30,000	-30,000	-21,680.75	.00	.00	-8,319.25	72.3%*
0017022	450321	RENTALS	-21,000	-21,000	-20,745.00	.00	.00	-255.00	98.8%*
0017022	450322	CONCESSION & MISC	-7,000	-7,000	-7,350.02	.00	.00	350.02	105.0%
0017022	514000	REGULAR WAGES & SAL	1,246,415	1,250,245	492,887.15	.00	.00	757,357.85	39.4%
0017022	515100	OVERTIME WAGES & SA	110,000	110,000	40,206.70	.00	.00	69,793.30	36.6%
0017022	515200	PARTTIME WAGES & SA	105,000	105,000	69,077.93	.00	.00	35,922.07	65.8%
0017022	541000	PUBLIC UTILITIES	100,000	100,000	48,060.02	.00	51,939.98	.00	100.0%
0017022	541100	WATER & SEWER CHARG	55,000	55,000	92,936.37	.00	3,663.63	-41,600.00	175.6%*
0017022	542140	REFUSE	15,000	15,000	2,960.02	.00	5,723.38	6,316.60	57.9%
0017022	543000	REPAIRS & MAINTENAN	55,000	55,000	31,366.68	.00	24,783.60	-1,150.28	102.1%*
0017022	543100	MOTOR VEHICLE SERVI	11,000	11,000	552.61	.00	8,246.76	2,200.63	80.0%
0017022	561400	MAINT SUPPLIES & MA	100,000	100,000	32,956.61	.00	54,023.25	13,020.14	87.0%
0017022	562100	HEATING OIL	13,500	13,500	.00	.00	13,500.00	.00	100.0%
0017022	562200	NATURAL GAS	950	950	877.14	.00	72.86	.00	100.0%
0017022	562600	MOTOR FUELS	37,000	37,000	12,006.63	.00	392.58	24,600.79	33.5%
0017022	563000	MOTOR VEHICLE PARTS	25,000	25,000	15,884.22	.00	8,846.87	268.91	98.9%
0017022	563100	TIRES	5,000	5,000	180.90	.00	4,819.10	.00	100.0%
0017022	570905	SMALL EQUIPMENT	10,000	10,000	1,813.24	.00	5,000.00	3,186.76	68.1%
0017022	581120	CONFERENCES & MEMBE	5,500	5,500	3,015.00	.00	.00	2,485.00	54.8%
0017022	581200	VANDALISM	4,000	4,000	10,751.78	.00	5,326.22	-12,078.00	402.0%*
TOTAL PARKS GROUNDS & FACILITIES			1,840,365	1,844,195	805,757.23	.00	186,338.23	852,099.54	53.8%
TOTAL GENERAL FUND			1,840,365	1,844,195	805,757.23	.00	186,338.23	852,099.54	53.8%
TOTAL REVENUES			-58,000	-58,000	-49,775.77	.00	.00	-8,224.23	
TOTAL EXPENSES			1,898,365	1,902,195	855,533.00	.00	186,338.23	860,323.77	

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	1,840,365	1,844,195	805,757.23	.00	186,338.23	852,099.54	53.8%

** END OF REPORT - Generated by Amaris Estrada **

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

ACCOUNTS FOR:	ORIGINAL	REVISED					AVAILABLE	PCT
001 GENERAL FUND	APPROP	BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL	
0017023 RECREATION								
0017023 450105 PROGRAM FEES	-313,000	-313,000	-225,312.29	.00	.00	-87,687.71	72.0%*	
0017023 514000 REGULAR WAGES & SAL	141,325	143,080	56,992.99	.00	.00	86,087.01	39.8%	
0017023 515100 OVERTIME WAGES & SA	500	500	100.79	.00	.00	399.21	20.2%	
0017023 515200 PARTTIME WAGES & SA	371,000	371,000	267,026.76	.00	.00	103,973.24	72.0%	
0017023 531000 PROFESSIONAL FEES &	130,000	130,000	110,744.03	.00	16,817.30	2,438.67	98.1%	
0017023 561800 PROGRAM SUPPLIES	30,000	30,000	2,953.45	.00	5,215.47	21,831.08	27.2%	
0017023 581120 CONFERENCES & MEMBE	3,000	3,000	2,318.94	.00	.00	681.06	77.3%	
TOTAL RECREATION	362,825	364,580	214,824.67	.00	22,032.77	127,722.56	65.0%	
TOTAL GENERAL FUND	362,825	364,580	214,824.67	.00	22,032.77	127,722.56	65.0%	
TOTAL REVENUES	-313,000	-313,000	-225,312.29	.00	.00	-87,687.71		
TOTAL EXPENSES	675,825	677,580	440,136.96	.00	22,032.77	215,410.27		

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	362,825	364,580	214,824.67	.00	22,032.77	127,722.56	65.0%

** END OF REPORT - Generated by Amaris Estrada **

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

ACCOUNTS FOR:	ORIGINAL	REVISED					AVAILABLE	PCT
001 GENERAL FUND	APPROP	BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL	
0017024 AQUATICS								
0017024 450103 POOL CHARGES	-245,000	-245,000	-127,276.33	.00	.00	-117,723.67	51.9%*	
0017024 514000 REGULAR WAGES & SAL	224,080	228,720	89,932.68	.00	.00	138,787.32	39.3%	
0017024 515100 OVERTIME WAGES & SA	6,000	6,000	2,674.34	.00	.00	3,325.66	44.6%	
0017024 515200 PARTTIME WAGES & SA	550,000	550,000	297,818.62	.00	.00	252,181.38	54.1%	
0017024 531000 PROFESSIONAL FEES &	6,400	6,400	.00	.00	4,400.00	2,000.00	68.8%	
0017024 541000 PUBLIC UTILITIES	30,000	30,000	1,878.68	.00	28,121.32	.00	100.0%	
0017024 541100 WATER & SEWER CHARG	20,000	20,000	15,996.18	.00	4,003.82	.00	100.0%	
0017024 543000 REPAIRS & MAINTENAN	30,000	30,000	12,191.73	.00	8,832.79	8,975.48	70.1%	
0017024 561400 MAINT SUPPLIES & MA	33,500	33,500	24,824.08	.00	11,589.20	-2,913.28	108.7%*	
0017024 561800 PROGRAM SUPPLIES	15,000	15,000	897.74	.00	11,236.99	2,865.27	80.9%	
0017024 562100 HEATING OIL	4,660	4,660	.00	.00	4,660.00	.00	100.0%	
0017024 562200 NATURAL GAS	33,000	33,000	9,621.53	.00	23,378.47	.00	100.0%	
0017024 581120 CONFERENCES & MEMBE	3,000	3,000	695.00	.00	.00	2,305.00	23.2%	
TOTAL AQUATICS	710,640	715,280	329,254.25	.00	96,222.59	289,803.16	59.5%	
TOTAL GENERAL FUND	710,640	715,280	329,254.25	.00	96,222.59	289,803.16	59.5%	
TOTAL REVENUES	-245,000	-245,000	-127,276.33	.00	.00	-117,723.67		
TOTAL EXPENSES	955,640	960,280	456,530.58	.00	96,222.59	407,526.83		

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	710,640	715,280	329,254.25	.00	96,222.59	289,803.16	59.5%

** END OF REPORT - Generated by Amaris Estrada **

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

ACCOUNTS FOR:			ORIGINAL	REVISED				AVAILABLE	PCT
132	PINE LAKE ADVENTURE PARK FUND		APPROP	BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL
1321032 PINE LAKE ADVENTURE PARK									
1321032 422004	CHALLENGE COURSE FE		-60,000	-60,000	-4,590.00	.00	.00	-55,410.00	7.7%*
1321032 460000	INTEREST INCOME		0	0	-106.52	.00	.00	106.52	100.0%
1321032 515300	SEASONAL WAGES		43,900	43,900	3,067.50	.00	.00	40,832.50	7.0%
1321032 531000	PROFESSIONAL FEES &		12,800	12,800	2,681.89	.00	.00	10,118.11	21.0%
1321032 557700	ADVERTISING		1,200	1,200	.00	.00	.00	1,200.00	.0%
1321032 561400	MAINT SUPPLIES & MA		1,100	1,100	.00	.00	.00	1,100.00	.0%
1321032 561800	PROGRAM SUPPLIES		1,000	1,000	.00	.00	.00	1,000.00	.0%
TOTAL PINE LAKE ADVENTURE PARK			0	0	1,052.87	.00	.00	-1,052.87	100.0%
TOTAL PINE LAKE ADVENTURE PARK FU			0	0	1,052.87	.00	.00	-1,052.87	100.0%
TOTAL REVENUES			-60,000	-60,000	-4,696.52	.00	.00	-55,303.48	
TOTAL EXPENSES			60,000	60,000	5,749.39	.00	.00	54,250.61	

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	0	0	1,052.87	.00	.00	-1,052.87	100.0%

** END OF REPORT - Generated by Amaris Estrada **

Board of Park Commissioner Subcommittees (2025)

Subcommittee	Purpose	Example of Duties	2025 Assignments
Finance Committee	To serve as the fiduciary committee providing input and oversight into department financials	- Annually reviews and provides input into the Superintendent's operating and capital improvement budget proposal - Annually reviews the Parks Fee Schedule and makes recommendation for change as needed. - Assists the Superintendent with 10-Year CIP prioritization. - Reviews trust fund reports, investment portfolios and evaluates requests to utilize trust funds for park projects. - Reviews and provides input into Business Plans as appropriate. - Other financial matters impacting the department and Parks Board	Chair: Bob Fiorito, Cecilia Garay, & Rob Parenti <i>Staff Liaison:</i> Superintendent Josh Medeiros
Policy & Strategy Committee	To serve as the policy committee providing input into the development of policies that guide the affairs of the department	- Annually reviews and provides input into the Departments Policies & Procedures Manual and other policy manuals as needed. - Reviews and provides input into Superintendent policy change recommendations. - Reviews and assists with research regarding policies under consideration by the board. - Assists with the review of Strategic Plan policy work including development of CAPRA policies	Chair: Cindy Donovan, Lenny Lamothe, & Rob Parenti <i>Staff Liaison:</i> Sarah Larson
Fund Development Committee	To enhance the departments fiscal health through development of philanthropic processes, fundraising strategy and donor cultivation	- Annually reviews and provides input into the departments fundraising strategy - Supports philanthropic initiatives of the department through cultivation of new sponsors and donors - Develops, researches and reviews new revenue sources for the department - Other fund development matters impacting the department and Parks Board	Chair: Aaron Weber, Lenny Lamothe, & Cecilia Garay <i>Staff Liaison:</i> Erica Ussery



Strategic Work Plan for 2026

Strategic Activities Overview: The following strategic activities were prioritized for 2026 as a result of Board and staff consensus following a review of the strategic plan baseline data gathered in 2025. The following table represents a high-level overview of the activities, where the work will live and which staff member leads the work.

Strategic Activities for 2026	Work Group	Staff Lead
<i>Objective 4.3:</i> Advance the development of the 501c3 Park Foundation or Friends of BPRYCS <i>Step 2: Defining the Foundation/Scope Step 3: Recruitment of Founders</i>	Fund Development Committee: Board of Park Commissioners	Community Engagement Coordinator Erica Ussery
<i>Objective 3.1:</i> Align BPRYCS programs with the 7-Dimensions of Wellbeing. Step 1: Internal Adoption, Step 2: External Campaign promoting the benefits and impact	7- Dimensions of Wellbeing Programming Committee	Superintendent Medeiros & Recreation Supervisor Amry Shelby
<i>Objective 2.2:</i> Step 1: Conduct ADA Audit & develop design standards for recreation amenities. Step 2: Public presentation & align priorities in CIP	N/A	Superintendent Medeiros
<i>Objective 2.3:</i> Standardize and document our community engagement processes which include methods for engaging underrepresented voices	N/A	Community Engagement Coordinator Erica Ussery
<i>Objective 1.3:</i> Create and adopt more policies that advance us closer to CAPRA Accreditation (<i>Goal: 20 new policies for 2026</i>)	Policy & Strategy Committee: Board of Park Commissioners	Deputy Superintendent Sarah Larson
<i>Objective 1.1:</i> Develop and implement an Orientation Program customized for each full-time position <i>Step 1: Development of the program Step 2: Creating On-Boarding Documents & Training Supervisors</i>	Learning & Staff Development Committee	YCS Supervisor Stephen Bynum & Deputy Superintendent Sarah Larson
<i>Objective 1.2:</i> Develop and adopt a vetted action plan that improves public perception of park safety <i>Step 1: Development of the plan Step 2: Align resources and implement the plan</i>	Park Safety Taskforce	Superintendent Medeiros
<i>Objective 1.2:</i> Establish and execute a plan for increasing public awareness of littering	Public Awareness on Littering Taskforce	Community Engagement Coordinator Erica Ussery

2026 Meeting Schedule for Strategic Engagement

Committee/Work Group Name	Meeting Schedule	Meeting Agendas	Work Product Goal
Fund Development Committee (Parks Board)	1/21/26 @5pm 3/18/26 @5pm 5/20/26 @5pm 7/15/26 @5pm 9/16/26 @5pm 11/18/26 @5pm	To advance Phase 2- Defining the Foundation/Scope of the 501c3	End 2026 with all foundational documents established in order to start strategic recruitment of founding board members in 2027
ADA Audit	6/17/26 (<i>Board of Park Commissioner Presentation</i>)	Hire a firm to assist with ADA Audit and inclusion design standards.	Present findings of the ADA Audit and inclusion standards to the Board of Park Commissioners in June 2026. Include priorities in the FY 27/28 Capital Improvement Plan
Community Engagement Process	1/14/26 @10am (Brainstorm session) 3/11/26 @10am (Review draft process) 4/15/26 @ 6pm (<i>Board of Park Commissioners Presentation</i>)	To produce a policy that standardizes and documents our community engagement processes which include methods for engaging underrepresented voices	Completed Community Engagement Process presented to Policy & Strategy Committee and adopted by Parks Board in April 2026.
7-Dimensions of Wellbeing Programming Committee	11/17/25 @ 10am (Finalize benefits/dimensions & survey questions) 1/12/26 @10am (Survey launch, budget input & response rate strategy) 3/16/26 @10am (program cost analysis by dimension, presentation planning) 4/29/26 @10am (<i>All-Staff Meeting Presentation</i>) 9/2/26 @10am (integration into website and brainstorm public campaign)	To advance the full alignment of the 7-dimensions of wellbeing framework, collect benefits-based data and produce a public facing campaign to communicate impact.	Part 1: Present internal work at the April All-Staff Meeting Part 2: Launch a public facing campaign to communicate impact in 2027

	10/7/26 @10am (preliminary review of data, determine which data to uplift, schedule meetings and timeline for 2027)		
Policy & Strategy Committee (Parks Board)	2/18/26 @5pm 4/15/26 @5pm 6/17/26 @5pm 8/19/26 @5pm 10/21/26 @5pm	To present policy recommendations for commissioner input in order to advance the work of CAPRA and strengthen the department operations	20 New CAPRA Policies approved and filed within the BPRYCS Policy Manual adopted in November 2026
Learning & Staff Development	1/8/26 @11am (Review work progress on orientation materials) 2/18/26 @10am (<i>All-Staff Meeting</i> Brainstorm on general job functions and special job specific orientation) 3/12/26 @ 11am (Review draft orientation plan) 4/29/26 @10am (<i>All-Staff Meeting Presentation</i>) 5/14/26 @11am (Begin developing on-boarding materials and training program) 6/11/26 @11am (Continue developing on-boarding materials and training program) 7/9/26 @11am (Continue developing on-boarding materials and training program) 8/13/26 @11am (Finalize on-boarding materials and training program) 9/16/26 @10am (<i>All-Staff Meeting Presentation of On-Boarding Materials and Orientation Training Program</i>)	To develop the orientation program for all full-time positions in the department	Present Orientation Program at the April All-Staff Meeting. Present the supporting on-boarding materials and training program at the September All-Staff Meeting. Implement the new program in January 2027 moving forward for any new hires and/or staff promotions
Park Safety Taskforce	1/15/26 @ 9:15am (Brainstorm Park safety strategy with all-staff at Mrs. Rockwell Pavilion) 2/18/26 @5pm (<i>Policy & Strategy Committee-Parks Board Brainstorm</i>)	To brainstorm strategies that will improve park safety and develop a plan for resources needed	Present and get endorsement on the safety improvement plan at the Board of Park Commissioners April 2026 Meeting. Determine required

	• 3/18/26 @6pm (Heatmapping/Priority Exercise with Parks Board) • 3/19/26 @9:15am (Heatmapping/Priority Exercise with all-staff) • 4/15/26 @6pm (<i>Board of Park Commissioners Presentation of Priority Ideas</i>) • 4/29/26 @ 10am (<i>All-Staff Meeting Presentation</i>) • <i>Determine future meetings if needed-depending on identified strategies</i>		resources/next steps i.e., budget requests
Public Awareness on Littering Taskforce	• 1/8/26 @9:15am (Brainstorm campaign ideas) • 2/18/26 @5pm (<i>Policy & Strategy Committee-Parks Board Brainstorm</i>) • 2/26/26 @10am (Heat map campaign ideas) • 3/12/26 @10am (finalize campaign elements and establish a timeline for launch) • 4/15/26 @6pm (<i>Board of Park Commissioners Presentation</i>) • 4/29/26 @ 10am (<i>All-Staff Meeting Presentation</i>) • Campaign launched in May 2026	To brainstorm and implement public facing campaign that results in shifting park user behaviors and increase pride in the parks in an effort to reduce littering	Present and receive endorsement on the campaign at the Board of Park Commissioners at the April 2026 Meeting. Launch public facing campaign for public awareness on littering in May 2026 in time for summer

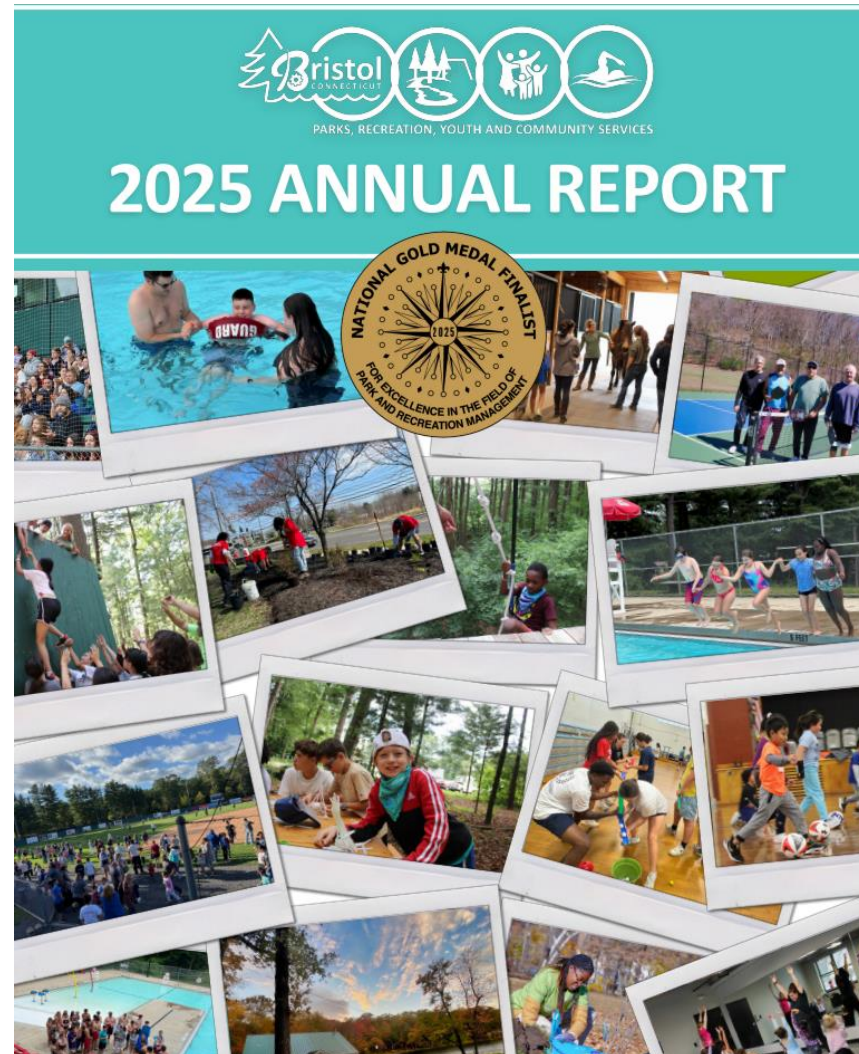
ANNUAL REPORT 2025

(DECEMBER 2025)

December 17, 2025



Presentation of the Annual Report 2025



2025 IMPACT & REPORTS



8,503 Total program registrants

1,223 New program registrants

1,012 Activities Offered

67% of Program Participants are ages ten and under

9,597 Hours of Pavilion and Field Rentals



1,979 Campers across all seasonal camps

18 Towns represented at camp

61 Field Trips taken at camp

2,343 Miles Traveled for Camp Field Trips



12 Groups hosted at Pine Lake Adventure Park

330 Participants engaged in outdoor adventure programming



Downtown Live hosted

23 Unique Shows

Downtown Live generated **\$198,870 in Revenue***

2,000 Patrons*

visited Downtown Live

Downtown Live has

35 Active Volunteers

29 Inaugural Members

of the Downtown Live Members Club

53 Hotel Stays

at Bristol's DoubleTree By Hilton Hotel

November 1, 2025

First Sold Out Show!!!

for the UMX: Ultimate Michael Jackson Experience

Downtown Live captured **Over 2.2 Million views** on social media

*As of November 13, 2025



of Dennis Malone Aquatics Center Facility Impact survey respondents reported they were satisfied or extremely satisfied with their program experience



623 Pool Memberships

with access to indoor and outdoor pools

2,516 Kids

participated in American Red Cross Learn to Swim

27,367 Visits to Bristol Pools

- 15,615 visits to DMAC
- 7,156 visits to Page Pool
- 4,596 visits to Rockwell Pool

58 Lifeguards Employed



of BPRYCS Lifeguards are American Red Cross Water Safety Instructor Certified

\$20,790 in Scholarships

Gifted to income eligible Bristol families to assist with Summer youth programming

12 Youth Groups

centered around leadership, communication, conflict resolution, and social skills

373 Youth Engaged

in services provided by the Youth Service Bureau

Provided youth development programs and support in

10 Bristol Schools

2025



PARKS SATISFACTION SURVEY

The 2025 Parks Satisfaction Survey was an anonymous bi-lingual survey with 34 questions measuring park user experience and satisfaction issued by Bristol's Department of Parks, Recreation, Youth and Community Services. The report reflects responses from July 24, 2025 - September 10, 2025

Operations, Service, and Offerings Satisfaction

Percent of Survey Respondents who reported they are Satisfied or Extremely Satisfied with the following:



Park Safety

55% of respondents reported they feel Safe or Very Safe in Bristol Parks.

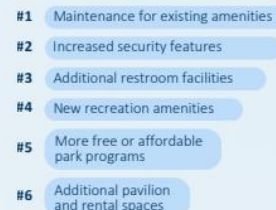
Parks Visited

Percent of Survey Respondents who report visiting the following parks:



Preferred Spending Priorities

One being the highest priority to respondents and six being lesser of a priority for respondents.



Why Do You Visit the Park?

Survey respondents reported using the parks for:



Top Ten Park Amenities Used

The ten amenities most heavily used based on self reporting.

1. Walking / Hiking Trails
2. Playground
3. Swimming Pool
4. Splash Pad
5. Dog Park
6. Rockwell Amphitheater
7. Pavilions/ Shelters
8. Fishing Pond
9. Pickleball Courts
10. Veterans Monuments

Wellness Satisfaction

Percent of Survey Respondents who believe Bristol Parks provide:



79% of respondents have not experienced any barriers (physical or otherwise) prohibiting them from accessing Bristol Parks and recreational amenities.

Source: 2025 Parks Satisfaction Survey

- ❑ **Top 3 Most Visited Parks:** Rockwell (80%), Page (70%), Hoppers-Birge Pond (30%)
- ❑ **Top 3 Park Amenities:** Walking/Hiking Trails, Playgrounds and Swimming Pools
- ❑ **The Why?** (1)To be out in nature, (2) exercise and physical health and (3) to socialize with family/friends
- ❑ **Wellness Satisfaction:** All categories reflect 80% and above for perceptions of wellness opportunities across the 7-Dimensions
- ❑ **Barriers/Accessibility:** Nearly 80% of park users report having not experienced barriers to access

Park Satisfaction Survey Continued

High Satisfaction	Mid Satisfaction	Lower Satisfaction
- Proximity of parks to your home (90%) - Hours of Operation (89%) - Accessibility (74%)	- Amount of available parking (72%) - Quality of recreational amenities (66%) - Park programs offered (66%)	- Cleanliness of park grounds (46%) - Cleanliness of park facilities (44%) - Customer service/responsiveness (38%)

2026 Strategic Plan Priorities = Connection to the Data

- Establish and execute a plan for increasing public awareness of littering> Public Awareness on Littering Taskforce
- Develop and adopt a vetted action plan that improves public perception of park safety (55%)> Park Safety Taskforce

2025

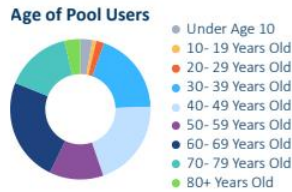
Dennis N. Malone Aquatics Center Facility Impact Report



The 2025 Dennis Malone Aquatics Center Facility Survey was an anonymous 30 question survey measuring customer experience issued by the Dennis Malone Aquatics Center (DMAC) and Bristol's Department of Parks, Recreation, Youth and Community Services. The report reflects responses from 2/3/25 - 3/9/25.



"I feel extremely lucky to live in a city with such a high quality amenity like DMAC."
DMAC Patron/ Community Member



Reason for Pool Use

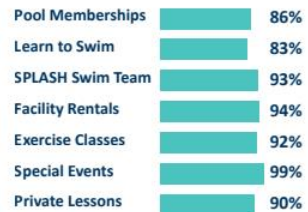


72% of Respondents are Satisfied or Extremely Satisfied with pool and facility cleanliness



Program Satisfaction

Percent of Survey Respondents who reported they are **Satisfied or Extremely Satisfied** with the following programs



Service Satisfaction

Percent of Survey Respondents who reported they feel satisfied with the following services:



"You do a very nice job and I'm proud to have my children apart of this facility and program."
DMAC Patron/ Community Member

"Great facility that I feel fortunate to be able to use."
DMAC Patron/ Community Member

"We have been at Dennis Malone Aquatics Center since 2014 and we feel like it is our second home."
DMAC Patron/ Community Member



91% of Respondents would recommend the Dennis Malone Aquatics Center to a friend

Source: 2025 Dennis Malone Aquatics Center (DMAC) Facility Survey

- ❑ **Top Reasons for Pool Use:** Exercise (64%), Programs (41%), Socialization (21%)
- ❑ **Program Satisfaction:** 83% or above on satisfaction with majority of service areas above 90% satisfaction
- ❑ **Service Satisfaction:** 80% or above on satisfaction of services including lifeguard attentiveness/pool patron safety, quality of instructors, knowledge of staff, and responsiveness of staff.
- ❑ **Pool & Facility Cleanliness:** 72% of patrons were satisfied or extremely satisfied
- ❑ **Overall Satisfaction:** 96% of pool users were satisfied or extremely satisfied with the Dennis Malone Aquatics Center

WELLNESS SURVEY

Findings of the March 2025 Bristol Wellness Survey of 6th -12th graders.
1227 out of 2841 (43% response rate)



MENTAL HEALTH

SELF-HARM



of Bristol students in
6th - 12th grade report
self-harm in the past year
Decrease since 2023

ANXIETY



of Bristol students in
6th - 12th grade report
persistent anxiety
Decrease since 2023

DEPRESSION



of Bristol students in
6th - 12th grade report
persistent depression
Decrease since 2023

Mental Health in Bristol Teens

TRUTH
Youth who report
past Mental Health
have 3x higher rates
of substance use.



Substance Use in Bristol Teens

TRUTH
Substance use
among Bristol youth
has decreased.



CORE Measures



PARENTS

Parental disapproval of
underage substance use
Rates improved since 2023



RISK

Perception of harm of
underage substance use
Rates increased since 2023



PEERS

Peer disapproval of
underage substance use
Rates increased since 2023



ACCESS

Easy access to substances
while underage
Rates decreased since 2023

Bristol 6th - 12th Graders are
5x more likely to use substances
if their parents approve
and
3x more likely to use substances
if there is no perceived risk.



2026 BEST Sustainability Plan

- Highlighting the impact of 10-Years of Prevention
- Continued funding for the Drug Free Communities Program

2025 Employee Profile & Satisfaction Report

Aligned with the City of Bristol Parks, Recreation, Youth and Community Services (BPRYCS) 2025 - 2027 Strategic Plan objective to cultivate a workplace that is second to none in employee performance and satisfaction, an Annual Employee Satisfaction Survey was anonymously administered in April 2025. The survey was created by a staff driven data development team and included 20 statements organized into 4 categories: (1) personal satisfaction, (2) team culture, (3) management support, and (4) training/education/career development. Staff ranked their agreement level with each statement on a Likert scale from strongly agree to strongly disagree.



Response Rate



Out of 33 full-time employees, 29 completed the survey for a **response rate of 89%**.

Overall Satisfaction

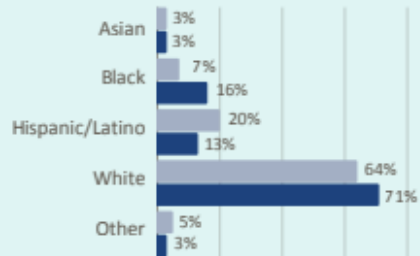


Average Overall Satisfaction of staff from the following divisions:

- Arts & Culture
- Administration
- Youth & Community Services
- Recreation
- Aquatics
- Parks Maintenance

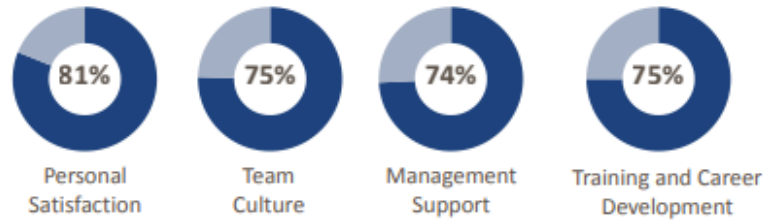
Race & Ethnicity

City of Bristol (light blue), BPRYCS Full Time Employees (dark blue)



Demographics of BPRYCS employees are categorized using the methodology of the CT Town Profiles by AdvanceCT and CT Data Collaborative: Hispanic includes those of any race; Remaining racial groups include only non-Hispanic; 'Other' includes American Indian, Alaska Native, Native Hawaiian, Pacifica Islander, two or more races.

Average Employee Satisfaction by Category



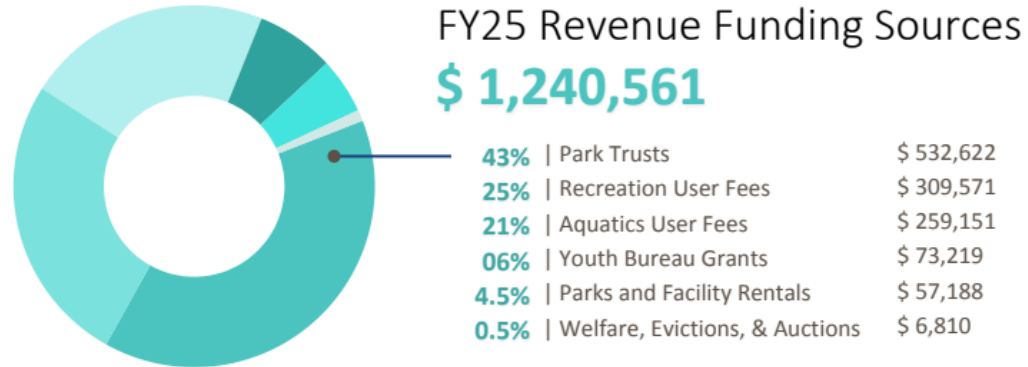
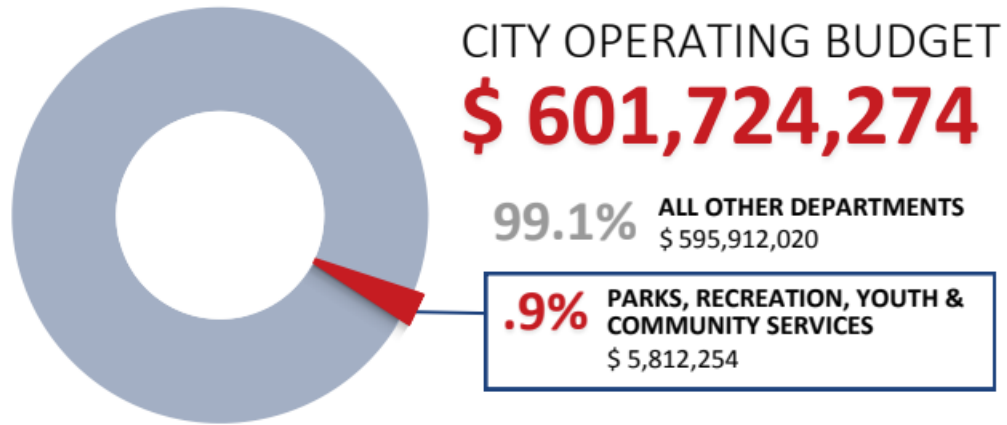
Full Time Years of Service



2026 Strategic Plan Priorities = Connection to the Data

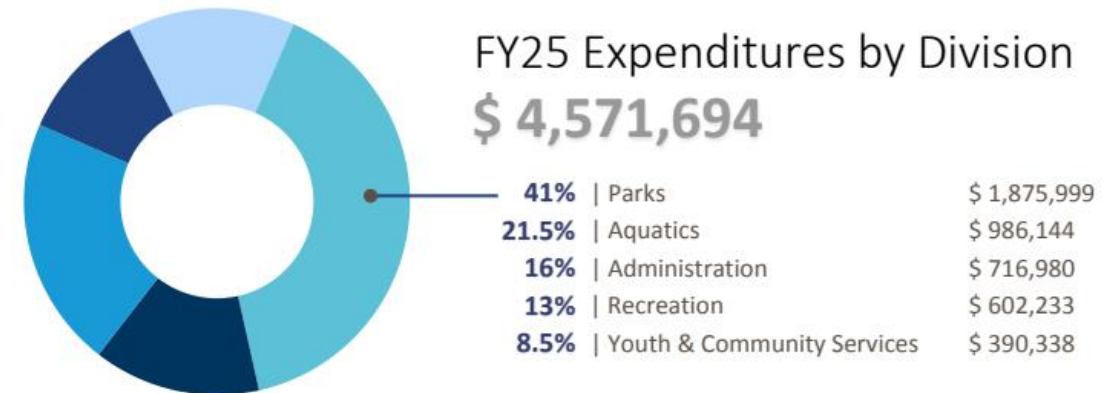
- Develop and implement an Orientation Program customized for each full-time position

FINANCIAL OVERVIEW



2026 Strategic Plan Priorities = Connection to the Data

- Advance the development of the 501c3 Park Foundation/Friends of BPRYCS



The Stories that Shaped BPRYCS in 2025

Page Park Revitalization



These changes alone have helped make Page Park a more functional, safe and enjoyable experience for our residents. The best news is that the improvements to the park will continue as we prepare to engage in future phases of the revitalization. This includes:

Phase 2: Expected Early 2026

- Perry J. Spinelli Pavilion Access Road
- 60 car parking lot and round about turn around to support the Perry J. Spinelli Pavilion and access to the future great lawn, playground and splash park.



Phase 3: Expected Late 2026-2027 (pending additional funding)

- Playground Installation
- Splash Pad Installation
- Restrooms Constructed
- Great Lawn Construction
- (2) Basketball Courts with bleachers and lighting
- Page Park Pond fishing piers
- (6) car parking lot at King Street entrance
- Disc Golf Holes Modified and Replaced



We invite you to follow all of our progress, learn more about the revitalization and even share your feedback at the Parks Project Portal located at www.bristolrec.com.



Phase 1 (2025)

In October 2024, we broke ground on the Page Park Revitalization project that has been over a decade in the making. After years of community engagement, master planning, design and development; a multi-year \$21 million dollar project was developed to address the recreational needs of Bristol residents. In the first phase, we addressed resident priorities identified in the 2020 Parks Master Plan, which included the need for improved pedestrian access, walking trails, and additional parking to support current and future recreational amenities. Accomplishments from the first year of construction include:

- (4) Pickleball Courts with lighting. Allowing us to meet the need for additional court space for the country's number one fastest growing sport.
- Improvements to the pickleball/tennis court complex including ADA Pathways, a new court pavilion, shade structure and seating areas.
- New parking lots to support the court complex, and Disc Golf Course for an additional 70 parking spaces added to the park. Safe, convenient, and accessible parking so more residents can enjoy the amenities.
- Network of pedestrian walkways and sidewalks throughout the park starting from King Street through Westminster Road, and through the old Orchard. A functional network of trails that can be used for exercise and to safely navigate the park.
- Page Park Pond retaining wall installation, new dam, spillway and wetlands. Addresses a dam that was in poor condition and creates better controls to deal with flooding and 100-year storms.



Rockwell Park Fitness Loop & Veterans Memorial Boulevard ADA Accessible Trails

In July 2025, we completed our final projects funded by the American Rescue Plan Act (ARPA) which included installation of an accessible fitness loop at Rockwell Park. This loop ties together the 4 Para fitness stations installed at the park in 2024, creating a free fitness experience for park users. The Veterans Memorial Boulevard improvements created accessible access points off East Street, South Street and through the urban garden to create an enhanced user experience. Park guests can now easily access the monuments, pond, and urban garden. Additionally, designs for a future restroom facility were created and will be built once funding is secured.

Federal Hill Green Playground Renovation

In September 2025, we celebrated the grand opening of the newly installed Riordan Playground at Federal Hill Green. The playground was selected through our Upgrade your Play campaign which allows Bristol youth and families to vote on the playground designs of their choosing. The playground is designed for ages 5-12 years old and features an elevated mega deck, musical chimes, sign language panel, Jacob's ladder, wall climber, parallel banister bars, somersault bar, climbing pole, rocking hammock, curved slide, 4 accessible elevated activities and accessible ground level play. The main unit is an impressive height of 18'9" and features a variety of climbing, sliding, and swaying which trains cross-body coordination and balance. The play shells and hammock offer meeting spots for social interaction, areas of observation, and a place of respite. The two-sided play panel encourages learning of sign language and braille, Contrabass chimes complete this layout, bringing a towering appearance to the site with a low resonant sound that encourages sensory exploration. Be sure to visit the new playground and enjoy all of these amenities for yourself!



Rockwell Park Maintenance Building Improvements

The BPRYCS Department has nearly 20 full time park maintenance professionals in our Parks, Grounds and Facilities Division and the team nearly doubles during the summer months with the addition of our part-time seasonal laborers. Over the past year, we made improvements to the park maintenance building to provide a safer and more functional work space for these professionals. The work will continue into 2026 with overall improvements including renovated bathrooms, HVAC unit, insulation, improved locker-room space and more. We appreciate our parks maintenance crew for their continued work in making Bristol parks the best they can be and we want them to have a working space that reflects that appreciation.



Downtown Live at Rockwell Theater continues to grow, named Runner-Up for Best Small Music Venue in CT

Downtown Live (DTL) at the Rockwell Theater continues to grow and expand its offering of diverse musical acts, comedians, lectures and more. The program is enhancing the life of Bristol residents and contributing to the economic vitality of downtown. The program was named Runner-Up for Best Small Music Venue in Connecticut by Connecticut Magazine in 2025; ranking DTL higher than New Haven's historic Toad's Place and Connecticut's well known Ridgefield Playhouse.



Downtown Live at Rockwell Theater Celebrates first Sold Out Show and Successful Launch of New Members Club

Just two months after celebrating one full year of Downtown Live at the Rockwell Theater, the program celebrated their first sold out show. All 621 seats in the Rockwell Theater were spoken for during Downtown Live's presentation of "UMX" The Ultimate Michael Experience, starring Joby Rogers on November 1st. The accomplishment comes just after a successful launch of the Downtown Live Members Club; which offered new perks to patrons like early access to ticket purchases, seat selection, and specialty discounts!



Visit DowntownLiveCT.com for upcoming shows!

Welcomed Fred & Wilma the Turtles at the Dennis Malone Aquatics Center

In June 2024, department staff collaborated with a wildlife rehabilitator to harvest and incubate turtle eggs from a female turtle that was run-over at Rockwell Park with the hope of releasing them back into the park. After incubating the eggs for 60 days, two turtles hatched and were identified as red-eared sliders, a common type of pet turtle and a highly invasive species in Connecticut. Unable to be released them back into the park, the turtles – named Fred and Wilma – now live in an educational exhibit at the Dennis Malone Aquatics Center to educate community members on invasive species and native turtles. In 2025, the educational program was expanded to include Turtle Time, an outreach program that teaches participants about turtle ecology and habitats, endangered species, and how wild turtle populations can be supported. Turtle Talks have been presented to Bristol Public Schools students, Bristol Public Library patrons, BPRYCS camper, and swimmers at the Dennis Malone Aquatics Center. These talks feature the turtles as wildlife ambassadors and create opportunities for visual, auditory, and kinesthetic learning about our environment.



Bristol Walks Campaign - Summer 2025

To celebrate National Parks and Recreation Month, BPRYCS launched a series of guided adventure walks in the parks throughout the month of July. Residents joined BPRYCS team members at Rockwell Park to celebrate the new walking loop, the Veterans Memorial Boulevard to celebrate the new ADA trail system, Pigeon Hill Preserve and Kern Park. The campaign was a great way to get our residents engaged in the parks and working on their health!



Strategic Plan 2026 Work & Draft Engagement Meeting Schedule



Strategic Work Plan for 2026

Strategic Activities Overview: The following strategic activities were prioritized for 2026 as a result of Board and staff consensus following a review of the strategic plan baseline data gathered in 2025. The following table represents a high-level overview of the activities, where the work will live and which staff member leads the work.

Strategic Activities for 2026	Work Group	Staff Lead
<i>Objective 4.3: Advance the development of the 501c3 Park Foundation or Friends of BPRYCS Step 2: Defining the Foundation/Scope Step 3: Recruitment of Founders</i>	Fund Development Committee: Board of Park Commissioners	Community Engagement Coordinator Erica Ussery
<i>Objective 3.1: Align BPRYCS programs with the 7-Dimensions of Wellbeing. Step 1: Internal Adoption, Step 2: External Campaign promoting the benefits and impact</i>	7- Dimensions of Wellbeing Programming Committee	Superintendent Medeiros & Recreation Supervisor Amry Shelby
<i>Objective 2.2: Step 1: Conduct ADA Audit & develop design standards for recreation amenities. Step 2: Public presentation & align priorities in CIP</i>	N/A	Superintendent Medeiros
<i>Objective 2.3: Standardize and document our community engagement processes which include methods for engaging underrepresented voices</i>	N/A	Community Engagement Coordinator Erica Ussery
<i>Objective 1.3: Create and adopt more policies that advance us closer to CAPRA Accreditation (Goal: 20 new policies for 2026)</i>	Policy & Strategy Committee: Board of Park Commissioners	Deputy Superintendent Sarah Larson
<i>Objective 1.1: Develop and implement an Orientation Program customized for each full-time position Step 1: Development of the program Step 2: Creating On-Boarding Documents & Training Supervisors</i>	Learning & Staff Development Committee	YCS Supervisor Stephen Bynum & Deputy Superintendent Sarah Larson
<i>Objective 1.2: Develop and adopt a vetted action plan that improves public perception of park safety Step 1: Development of the plan Step 2: Align resources and implement the plan</i>	Park Safety Taskforce	Superintendent Medeiros
<i>Objective 1.2: Establish and execute a plan for increasing public awareness of littering</i>	Public Awareness on Littering Taskforce	Community Engagement Coordinator Erica Ussery

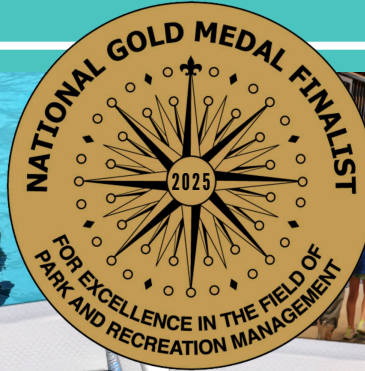
A collage of 15 Polaroid-style photographs arranged on a dark blue background. The photos depict various community events and group photos. Top left: Two young boys sitting on a red bench. Top center: A group of men in grey 'ASTORIA' t-shirts posing outdoors. Top right: A group of people in green shirts standing in a line. Middle left: A group of people sitting on a large inflatable ring in a pool. Middle center: A group of people posing for a photo. Middle right: A group of people in grey shirts and black shorts posing in front of a building. Bottom left: A family of four (mother, father, and two children) posing outdoors. Bottom center: A group of people standing in front of a brick building, holding a certificate. Bottom right: A group of people in green shirts posing outdoors. Other photos include a group of people in a pool, a group of people in a field, and a group of people in a parking lot.





PARKS, RECREATION, YOUTH AND COMMUNITY SERVICES

2025 ANNUAL REPORT



PARKS, RECREATION, YOUTH AND COMMUNITY SERVICES

Administration

Dr. Joshua Medeiros, Ed.D., CPRE - Superintendent
Sarah Larson, MS, CPRP - Deputy Superintendent
Amaris Estrada - Assistant to the Superintendent
Erica Benoit - Community Engagement Coordinator

Recreation

Amry Shelby, MS, CPRP - Recreation Supervisor
Madison Fosterfold, MS, CPRP - Recreation Program Assistant

Aquatics

Raelynne Andrews, LMSW, CPO, LGI, WSIT - Aquatics Supervisor
Daniel Stowe, LGI, WSI, CPO, COTA - Aquatics Coordinator
Atem Caron, CPO - Facilities Maintenance Technician

Youth and Community Services

Stephen Bynum - Youth & Community Services Supervisor
Raven Cody, LMSW - Youth & Family Coordinator
Ashante Malone, LMSW - Youth & Family Coordinator
Aubrey Minkler - Community Services Coordinator
Deedra Willingham, MPS - Drug Free Communities Project Coordinator

Arts and Culture

Arianna Therriault - Arts & Culture Supervisor

Parks, Grounds, & Facilities Maintenance

Robert Lincoln - Parks, Grounds & Facilities Supervisor
Douglas Trillo - Athletics & Ballfield Supervisor
Todd Anderson, CPO - Group Leader
Matthew Newton - Group Leader
Michael Dinice - Mechanic
Ronald Dionne, CPO - Skilled Utility Craftsman
Craig Vibert, CPO - Skilled Utility Craftsman
Carlos Rivera - Heavy Truck Driver
Steven Schriver - Landscape Gardener
Brian Beaudoin - Park Maintainer
Anthony Connors - Park Maintainer
Matthew D'Amato - Park Maintainer
Dean Dionne - Park Maintainer
Kevin Dragon - Park Maintainer
Candido Galindo - Park Maintainer
Jaden Laprise - Park Maintainer
Cody Lombardi - Park Maintainer
George Richter - Park Maintainer
Jonathan Therriault - Park Maintainer



Board of Park Commissioners

Mayor Ellen Zoppo-Sassu - Chair
Robert Fiorito - Vice Chair
Mark Dickau - City Council Liaison
Marie O'Brien - Board of Finance Liaison
Cynthia Donovan
Cecilia Garay
Leonard Lamothe
Rob Parenti
Aaron Weber

Youth Commissioners

Matthew Gotowala - Chair
Deborah Ahl - Vice Chair
Steven Seymour - City Council
Antonio Chatfield
Rich Kilby
Jonathan Lukasiewicz
RJ Motel
Donna Osuch
Luke Viens

City Arts & Culture Commissioners

Walter Lewandoski - Chair
Andrea Adams - Vice Chair
Greg Hahn - City Council Liaison
Julie Carena-Crist
Juliet Norton
Maria Salice
Nigel Wynter
E. Brad Yancy

A MESSAGE FROM THE SUPERINTENDENT



Department Mission

It is the mission of the Bristol Parks, Recreation, Youth and Community Services Department (BPRYCS) to deliver high-quality services and facilities that enhance the community's quality of life, meet the diverse needs of all citizens, and build a sustainable future.

Department Vision

The Bristol Parks, Recreation, Youth and Community Services Department is an essential department impacting the lives of all Bristol residents by shaping positive public perceptions, fostering cultural unity, creating responsible and healthy citizens, and inspiring advocacy.



Leveling up our impact through data informed decision-making

With our newly adopted Strategic Plan, the Bristol Parks, Recreation, Youth & Community Services (BPRYCS) Team began 2025 with clearly established goals to shape positive public perceptions, foster cultural unity, create responsible and healthy citizens and inspire advocacy. As we began to engage in this work, we realized we needed stronger baseline data to help us understand more clearly where we were and where we needed to go. Over the past months, our team developed data collection tools that allowed us to gather meaningful data which is now bringing our strategic objectives into focus. I'm excited to provide a few examples of how data is informing our work:

Parks Satisfaction Survey

During the summer we launched a comprehensive satisfaction survey to understand public perceptions of the parks, how people are using the spaces, and what areas we could improve. Walking/hiking trails, playgrounds and the swimming pools were the top 3 reported amenities used in the parks and 93% of respondents felt the parks provided inclusive and welcoming spaces that help build social connections. Additionally, a resounding 95% of respondents felt the parks provide connection to the outdoors, green space and protected natural habitats. Results also showed that residents were split in their satisfaction of park maintenance, upkeep and cleanliness as well as safety. Based on these findings we are now prioritizing the strategic activities to address the issues with lower scores to help improve these experiences for our park guests. The full impact report is available page five.

7-Dimensions of Wellbeing

Leveraging a national health framework, our team has begun to more clearly define the health benefits associated with each of our department programs. Program satisfaction surveys are being retooled in order to collect participant data that will help demonstrate how participants are improving their health outcomes by engaging in our services. We are excited to share more about our health impact in 2026 and are excited to reveal a preview of the framework on page three.

Investing in our Team

Having a top tier professional team is essential for delivering on our mission, vision and values. To this end, we launched an Employee Satisfaction Survey and learned that 76% of our full-time employee's reported satisfaction in the workplace. While we are pleased with these results, we strive for on-going improvement and so we are continuing to invest in professional development, training, and a new work force development program that will create more opportunities to maximize staff satisfaction, performance and impact in the community. The Employee Satisfaction Impact Report is available on page seven.

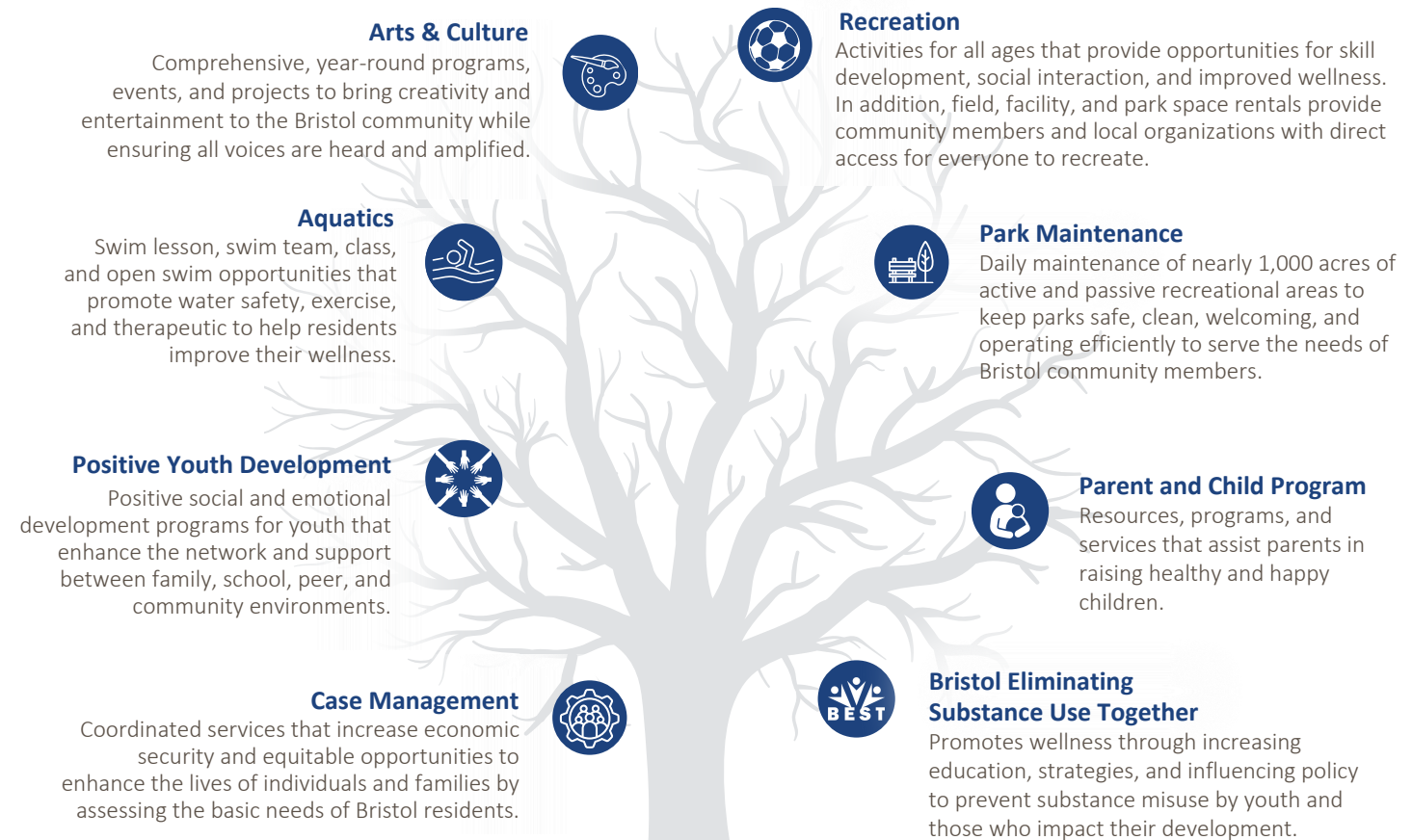
Our data informed decision making doesn't stop with our strategic plan. It carries forward in all aspects of our work; from how we program, to how we budget, to how we engage the community and how we plan our park improvement projects. Data is driving our decisions in order to deliver the best results for our residents.

Sincerely,

A handwritten signature in black ink, appearing to read "Joshua T. Medeiros".

Dr. Joshua T. Medeiros, Ed.D., CPRE, Superintendent
City of Bristol, Department of Parks, Recreation, Youth and Community Services

CORE SERVICE PROGRAM AREAS



7-DIMENSIONS OF WELLNESS

The BPRYCS seven dimensions of wellness model was adapted from the National Recreation and Parks Association's evidence-based framework. The model includes 7 dimensions of wellness represented as gears that can operate individually or in synergy with other dimensions to create a working system of community wellness. The model defines and evaluates BPRYCS contributions to community wellness and helps to guide conversations toward a shared vision and facilitate actionable decision making for oneself and the community.

EMOTIONAL

Having awareness, understanding, and regulation of emotions, allowing for the ability to navigate challenges.

CULTURAL

Having a sense of self while increasing awareness of differences in others' backgrounds, cultures, and values through meaningful experiences.

INTELLECTUAL

Being devoted to lifelong learning and the development and expansion of skills, knowledge, and abilities through enrichment.

ENVIRONMENTAL

Being engaged with and contributing to spaces that are safe, sustainable, and accessible through connection with natural and built environments.

PHYSICAL

Being engaged in physical activity, nourishment, and behaviors that support the optimal functioning of one's body.

SOCIAL

Having meaningful relationships, authentic interactions, and socialization that creates a sense of belonging.

ECONOMIC

Having present and future financial stability in order to both meet basic needs and prosper.



2025 IMPACT & REPORTS



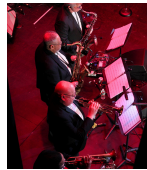
8,503 Total program registrants

1,223 New program registrants

1,012 Activities Offered

67% of Program Participants are ages ten and under

9,597 Hours of Pavilion and Field Rentals



Downtown Live hosted
23 Unique Shows

Downtown Live generated
\$198,870 in Revenue*

2,000 Patrons* visited Downtown Live

Downtown Live has
35 Active Volunteers

29 Inaugural Members of the Downtown Live Members Club

53 Hotel Stays at Bristol's DoubleTree By Hilton Hotel

November 1, 2025

First Sold Out Show!!! for the UMX: Ultimate Michael Jackson Experience

Downtown Live captured
Over 2.2 Million views on social media

*As of November 13, 2025

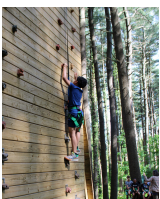


1,979 Campers across all seasonal camps

18 Towns represented at camp

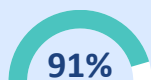
61 Field Trips taken at camp

2,343 Miles Traveled for Camp Field Trips



12 Groups hosted at Pine Lake Adventure Park

330 Participants engaged in outdoor adventure programming



of Dennis Malone Aquatics Center Facility Impact survey respondents reported they were satisfied or extremely satisfied with their program experience



623 Pool Memberships with access to indoor and outdoor pools

2,516 Kids participated in American Red Cross Learn to Swim

27,367 Visits to Bristol Pools

- 15,615 visits to DMAC
- 7,156 visits to Page Pool
- 4,596 visits to Rockwell Pool

58 Lifeguards Employed



\$20,790 in Scholarships

Gifted to income eligible Bristol families to assist with Summer youth programming

12 Youth Groups centered around leadership, communication, conflict resolution, and social skills

373 Youth Engaged in services provided by the Youth Service Bureau

Provided youth development programs and support in

10 Bristol Schools



of BPRYCS Lifeguards are American Red Cross Water Safety Instructor Certified

100% All Heart

2025



PARKS SATISFACTION SURVEY

The 2025 Parks Satisfaction Survey was an anonymous bi-lingual survey with 34 questions measuring park user experience and satisfaction issued by Bristol's Department of Parks, Recreation, Youth and Community Services. The report reflects responses from July 24, 2025 - September 10, 2025

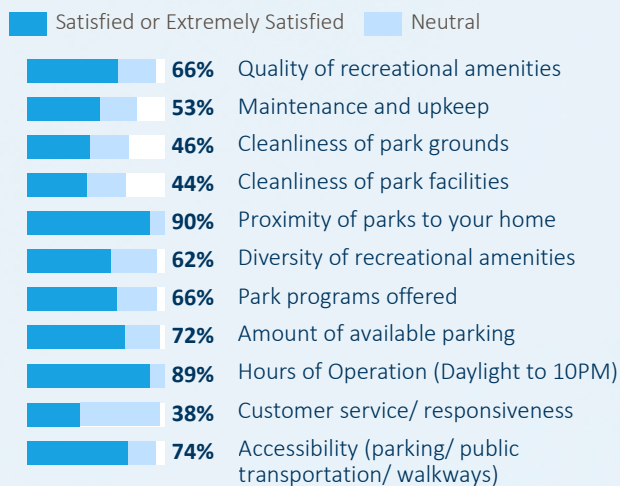
Preferred Spending Priorities

One being the highest priority to respondents and six being lesser of a priority for respondents.

- #1 Maintenance for existing amenities
- #2 Increased security features
- #3 Additional restroom facilities
- #4 New recreation amenities
- #5 More free or affordable park programs
- #6 Additional pavilion and rental spaces

Operations, Service, and Offerings Satisfaction

Percent of Survey Respondents who reported they are Satisfied or Extremely Satisfied with the following:



Park Safety



Parks Visited

Percent of Survey Respondents who report visiting the following parks:

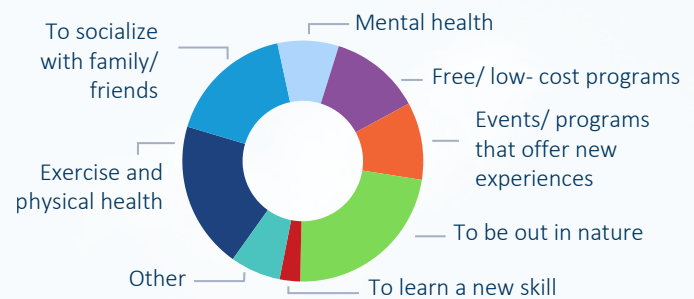
- Rockwell Park - **80%**
- Page Park - **70%**
- Hoppers Birge Pond Nature Preserve - **30%**
- Veterans Memorial Boulevard - **28%**
- Pigeon Hill Preserve - **22%**
- Federal Hill Green - **17%**
- Seymour Park - **16%**
- Casey Field - **16%**
- Roberts Property Park - **11%**
- Brackett Park - **10%**
- Stocks Playground - **10%**
- Nelson's Field - **10%**
- Wilson Field - **7%**



- Peck Park - **6%**
- Pine Lake - **6%**
- Kern Park - **5%**
- Quinlan Park - **1%**

Why Do You Visit the Park?

Survey respondents reported using the parks for:



Top Ten Park Amenities Used

The ten amenities most heavily used based on self reporting.

1. Walking / Hiking Trails
2. Playground
3. Swimming Pool
4. Splash Pad
5. Dog Park
6. Rockwell Amphitheater
7. Pavilions/ Shelters
8. Fishing Pond
9. Pickleball Courts
10. Veterans Monuments

Wellness Satisfaction

Percent of Survey Respondents who believe Bristol Parks provide:



Bristol Parks, Recreation, Youth and Community Services

Website: BristolRec.com | Email: parksandrecreation@bristolct.gov
Phone: (860) 584-6160 | Office: 51 High Street, Bristol, CT 06010



of respondents have not experienced any barriers (physical or otherwise) prohibiting them from accessing Bristol Parks and recreational amenities.



Source: 2025 Parks Satisfaction Survey

Dennis N. Malone Aquatics Center Facility Impact Report



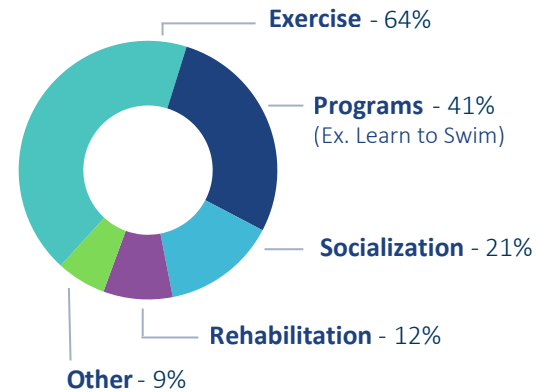
The 2025 Dennis Malone Aquatics Center Facility Survey was an anonymous 30 question survey measuring customer experience issued by the Dennis Malone Aquatics Center (DMAC) and Bristol's Department of Parks, Recreation, Youth and Community Services. The report reflects responses from 2/3/25 - 3/9/25.

Gender Identity

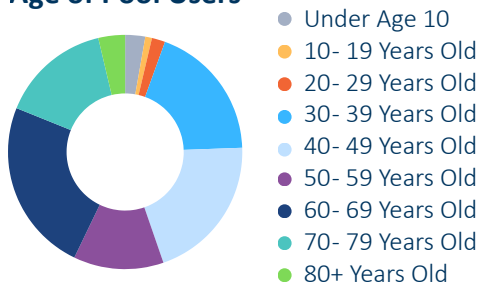


"I feel extremely lucky to live in a city with such a high quality amenity like DMAC."
DMAC Patron/ Community Member

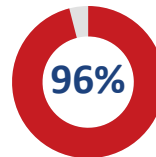
Reason for Pool Use



Age of Pool Users



72% of Respondents are Satisfied or Extremely Satisfied with pool and facility cleanliness



Overall Satisfaction

96% of Survey Respondents are Satisfied or Extremely Satisfied **OVERALL** with the Dennis Malone Aquatics Center

Program Satisfaction

Percent of Survey Respondents who reported they are **Satisfied or Extremely Satisfied** with the following programs

Pool Memberships	86%
Learn to Swim	83%
SPLASH Swim Team	93%
Facility Rentals	94%
Exercise Classes	92%
Special Events	99%
Private Lessons	90%

Service Satisfaction

Percent of Survey Respondents who reported they feel satisfied with the following services:

Lifeguard Attentiveness to Pool and Patron Safety	86%
Quality of Program Instructors	90%
Responsiveness of Staff	86%
Knowledge of Staff	98%

Why do you choose DMAC for your aquatics needs?



"You do a very nice job and I'm proud to have my children apart of this facility and program."

DMAC Patron/ Community Member

"Great facility that I feel fortunate to be able to use."

DMAC Patron/ Community Member

"We have been at Dennis Malone Aquatics Center since 2014 and we feel like it is our second home."

DMAC Patron/ Community Member



63% of Respondents live less than five miles away from DMAC

91% of Respondents would recommend the Dennis Malone Aquatics Center to a friend



WELLNESS SURVEY

Findings of the March 2025 Bristol Wellness Survey of 6th -12th graders.
1227 out of 2841 (43% response rate)



**Bristol
Eliminating
Substance Use
Together**

MENTAL HEALTH

SELF-HARM



of Bristol students in
6th - 12th grade report
self-harm in the past year
Decrease since 2023

ANXIETY



of Bristol students in
6th - 12th grade report
persistent anxiety
Decrease since 2023

DEPRESSION



of Bristol students in
6th - 12th grade report
persistent depression
Decrease since 2023

Mental Health in Bristol Teens

TRUTH

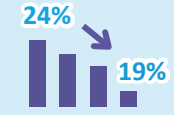
Youth who report
past Mental Health
have 3x higher rates
of substance use.



Substance Use in Bristol Teens

TRUTH

Substance use
among Bristol youth
has decreased.



CORE Measures



PARENTS

**Parental disapproval of
underage substance use**
Rates improved since 2023



RISK

**Perception of harm of
underage substance use**
Rates increased since 2023



PEERS

**Peer disapproval of
underage substance use**
Rates increased since 2023



ACCESS

**Easy access to substances
while underage**
Rates decreased since 2023

Bristol 6th - 12th Graders are
5x more likely to use substances
if their parents approve
and
3x more likely to use substances
if there is no perceived risk.



2025 Employee Profile & Satisfaction Report

Aligned with the City of Bristol Parks, Recreation, Youth and Community Services (BPRYCS) 2025 - 2027 Strategic Plan objective to cultivate a workplace that is second to none in employee performance and satisfaction, an Annual Employee Satisfaction Survey was anonymously administered in April 2025. The survey was created by a staff driven data development team and included 20 statements organized into 4 categories: (1) personal satisfaction, (2) team culture, (3) management support, and (4) training/education/career development. Staff ranked their agreement level with each statement on a Likert scale from strongly agree to strongly disagree.

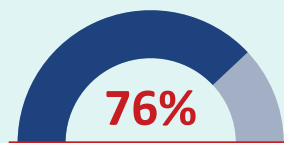


Response Rate



Out of 33 full-time
employees,
29 completed
the survey for a
response rate of 89%.

Overall Satisfaction

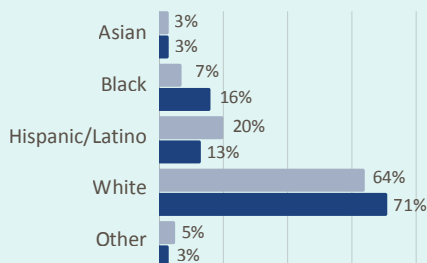


Average Overall Satisfaction
of staff from the following divisions:

- Arts & Culture
- Administration
- Youth & Community Services
- Recreation
- Aquatics
- Parks Maintenance

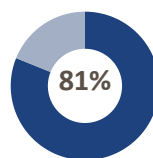
Race & Ethnicity

City of Bristol BPRYCS Full Time Employees

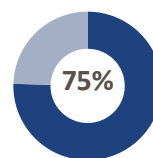


Demographics of BPRYCS employees are categorized using the methodology of the CT Town Profiles by AdvanceCT and CT Data Collaborative: Hispanic includes those of any race; Remaining racial groups include only non-Hispanic; 'Other' includes American Indian, Alaska Native, Native Hawaiian, Pacifica Islander, two or more races.

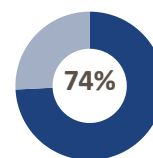
Average Employee Satisfaction by Category



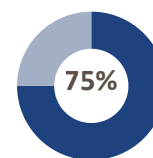
Personal
Satisfaction



Team
Culture

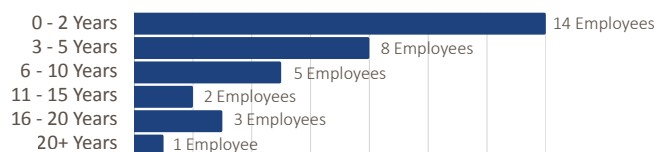


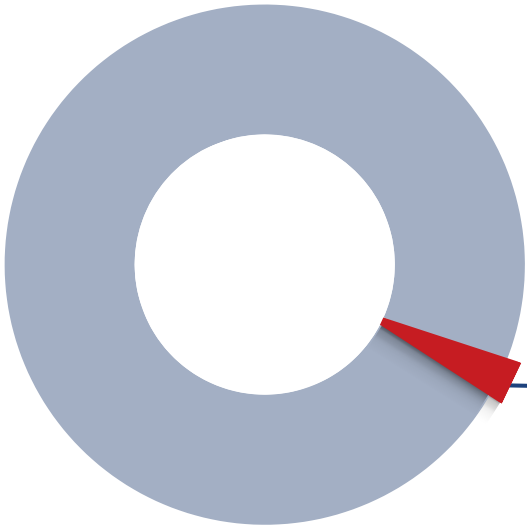
Management
Support



Training and Career
Development

Full Time Years of Service

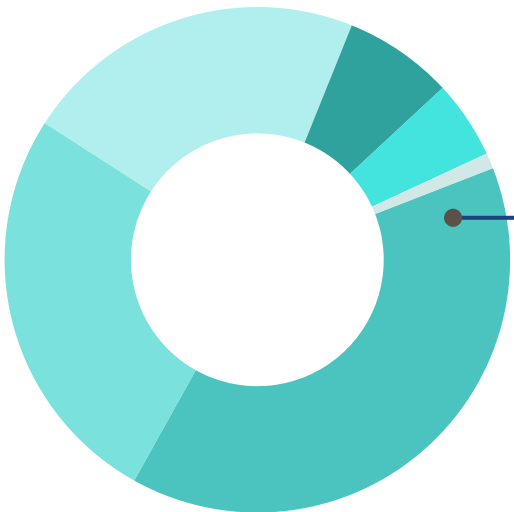




CITY OPERATING BUDGET
\$ 601,724,274

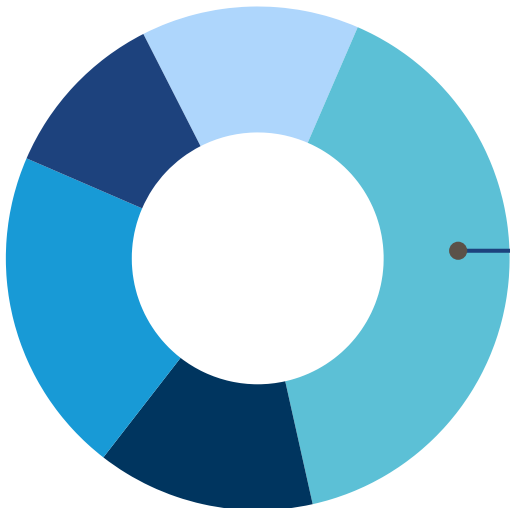
99.1% ALL OTHER DEPARTMENTS
\$ 595,912,020

.9% PARKS, RECREATION, YOUTH & COMMUNITY SERVICES
\$ 5,812,254



FY25 Revenue Funding Sources
\$ 1,240,561

43%	Park Trusts	\$ 532,622
25%	Recreation User Fees	\$ 309,571
21%	Aquatics User Fees	\$ 259,151
06%	Youth Bureau Grants	\$ 73,219
4.5%	Parks and Facility Rentals	\$ 57,188
0.5%	Welfare, Evictions, & Auctions	\$ 6,810



FY25 Expenditures by Division
\$ 4,571,694

41%	Parks	\$ 1,875,999
21.5%	Aquatics	\$ 986,144
16%	Administration	\$ 716,980
13%	Recreation	\$ 602,233
8.5%	Youth & Community Services	\$ 390,338

PARK PROJECTS

BPRYCS parks and facilities are award-winning, nationally recognized and amongst the top municipal park systems in New England.

Page Park Revitalization



Phase 1 (2025)

In October 2024, we broke ground on the Page Park Revitalization project that has been over a decade in the making. After years of community engagement, master planning, design and development; a multi-year \$21 million dollar project was developed to address the recreational needs of Bristol residents. In the first phase, we addressed resident prioritizes identified in the 2020 Parks Master Plan, which included the need for improved pedestrian access, walking trails, and additional parking to support current and future recreational amenities. Accomplishments from the first year of construction include:

- (4) Pickleball Courts with lighting. Allowing us to meet the need for additional court space for the country's number one fastest growing sport.
- Improvements to the pickleball/tennis court complex including ADA Pathways, a new court pavilion, shade structure and seating areas.
- New parking lots to support the court complex, and Disc Golf Course for an additional 70 parking spaces added to the park. Safe, convenient, and accessible parking so more residents can enjoy the amenities.
- Network of pedestrian walkways and sidewalks throughout the park starting from King Street through Westminster Road, and through the old Orchard. A functional network of trails that can used for exercise and to safety navigate the park.
- Page Park Pond retaining wall installation, new dam, spillway and wetlands. Addresses a dam that was in poor condition and creates better controls to deal with flooding and 100-year storms.

These changes alone have helped make Page Park a more functional, safe and enjoyable experience for our residents. The best news is that the improvements to the park will continue as we prepare to engage in future phases of the revitalization. This includes:

Phase 2: Expected Early 2026

- Perry J. Spinelli Pavilion Access Road
- 60 car parking lot and round about turn around to support the Perry J. Spinelli Pavilion and access to the future great lawn, playground and splash park.

Phase 3: Expected Late 2026-2027 (pending additional funding)

- Playground Installation
- Splash Pad Installation
- Restrooms Constructed
- Great Lawn Construction
- (2) Basketball Courts with bleachers and lighting
- Page Park Pond fishing piers
- (6) car parking lot at King Street entrance
- Disc Golf Holes Modified and Replaced



We invite you to follow all of our progress, learn more about the revitalization and even share your feedback at the Parks Project Portal located at www.bristolrec.com.



PARK PROJECTS

BPRYCS parks and facilities are award-winning, nationally recognized and amongst the top municipal park systems in New England.



Federal Hill Green Playground Renovation

In September 2025, we celebrated the grand opening of the newly installed Riordan Playground at Federal Hill Green. The playground was selected through our Upgrade your Play campaign which allows Bristol youth and families to vote on the playground designs of their choosing. The playground is designed for ages 5-12 years old and features an elevated mega deck, musical chimes, sign language panel, Jacob's ladder, wall climber, parallel banister bars, somersault bar, climbing pole, rocking hammock, curved slide, 4 accessible elevated activities and accessible ground level play. The main unit is an impressive height of 18'9" and features a variety of climbing, sliding, and swaying which trains cross-body coordination and balance. The play shells and hammock offer meeting spots for social interaction, areas of observation, and a place of respite. The two-sided play panel encourages learning of sign language and braille, Contrabass chimes complete this layout, bringing a towering appearance to the site with a low resonant sound that encourages sensory exploration. Be sure to visit the new playground and enjoy all of these amenities for yourself!



Rockwell Park Fitness Loop & Veterans Memorial Boulevard ADA Accessible Trails

In July 2025, we completed our final projects funded by the American Rescue Plan Act (ARPA) which included installation of an accessible fitness loop at Rockwell Park. This loop ties together the 4 Para fitness stations installed at the park in 2024, creating a free fitness experience for park users.

The Veterans Memorial Boulevard improvements created accessible access points off East Street, South Street and through the urban garden to create an enhanced user experience. Park guests can now easily access the monuments, pond, and urban garden. Additionally, designs for a future restroom facility were created and will be built once funding is secured.



Enhanced Park Building Security with Salto Lock System

The Park system received a significant security upgrade over the past year with the installation of a new electronic locking system across park facilities. The system makes department buildings and facilities more secure and allows building locks to be programmed remotely for easier public access controls and reduces opportunities for vandalism. The modernized system allows the department to be more efficient in our facility management and improves public service through increased and more reliable access to park bathroom facilities.



Rockwell Park Maintenance Building Improvements

The BPRYCS Department has nearly 20 full-time park maintenance professionals in our Parks, Grounds and Facilities Division and the team nearly doubles during the summer months with the addition of our part-time seasonal laborers. Over the past year, we made improvements to the park maintenance building to provide a safer and more functional work space for these professionals. The work will continue into 2026 with overall improvements included renovated bathrooms, HVAC unit, insulation, improved locker-room space and more. We appreciate our parks maintenance crew for their continued work in making Bristol parks the best they can be and we want them to have a working space that reflects that appreciation.

STORIES AND HIGHLIGHTS

Brian Avery named as the 2025 All-Heart Parks Advocate of the Year Award Winner

At the May 2025 meeting of the Board of Park Commissioners, BPRYCS in partnership with the Mayor's Office had the pleasure of awarding Brian Avery of American Legion Post 209 Forestville CT with the 2025 All Heart Parks Advocate of the Year Award. Brian was selected for his dedication to our Veterans Parks and his recent volunteerism to enhance Quinlan Park. The All-Heart Parks Advocate of the Year Award program recognizes and honors outstanding volunteers in the community that have made significant contributions to improving the quality of the Bristol Park system. We accept calls for nomination for this award every winter.



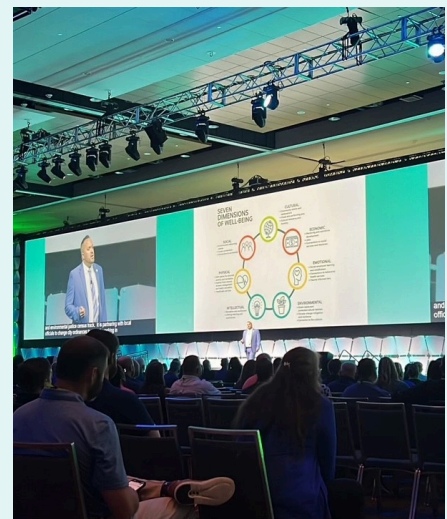
BPRYCS a National Gold Medal Finalist - 4th year in a row!

BPRYCS was honored again as a finalist for the 2025 National Gold Medal Awards for Excellence in Park and Recreation Management by the American Academy for Park and Recreation Administration (AARPA), in partnership with the National Recreation and Parks Association (NRPA). This is the fourth year BPRYCS has been named a finalist, competing amongst the best park agencies from across the country. The National Gold Medal Award program honors public park and recreation agencies and state park systems throughout the United States and armed forces recreation programs worldwide that demonstrate excellence in long-range planning, resource management and innovative approaches to delivering superb park and recreation services with fiscally sound business practices.



Superintendent Medeiros becomes Chair of the National Recreation & Parks Association Board of Directors

Since 2018, Superintendent Josh Medeiros has served as an Executive Board Member of the National Recreation and Parks Association, the country's leading non-profit organization dedicated to the advancement of public parks, recreation and environmental conservation. Medeiros is one of a small group of professional from across the United States to serve. In 2024, Medeiros was elected by a vote of his board peers to serve as the Chair of the NRPA Board and he officially began his term at the annual conference in October 2025. Following his appointment, Medeiros delivered a keynote address to 9,000 parks and recreation professionals from across the country at the opening general session in Orlando, Florida. The address showcased Bristol on a national stage and how BPRYCS is leveraging national resources and aligning the 7-dimensions of wellbeing framework to help improve health outcomes for Bristol residents.



Safe Streets and Improved Biking Opportunities in the Rockwell Park Neighborhood

In partnership with the Bristol Public Works Department, new shared road bike symbols were placed in Rockwell Park and the downtown neighborhoods. The shared bike road symbols are painted roadway markings to indicate to drivers the potential of cyclists utilizing the road. The work was performed as part of a State Community Connectivity grant to make City streets more accessible to cyclists and pedestrian traffic. The project includes installation of sidewalks and ADA ramps.

STORIES AND HIGHLIGHTS



Welcomed Fred & Wilma the Turtles at the Dennis Malone Aquatics Center

In June 2024, department staff collaborated with a wildlife rehabilitator to harvest and incubate turtle eggs from a female turtle that was run-over at Rockwell Park with the hope of releasing them back into the park. After incubating the eggs for 60 days, two turtles hatched and were identified as red-eared sliders, a common type of pet turtle and a highly invasive species in Connecticut. Unable to be released them back into the park, the turtles – named Fred and Wilma – now live in an educational exhibit at the Dennis Malone Aquatics Center to educate community members on invasive species and native turtles. In 2025, the educational program was expanded to include Turtle Time, an outreach program that teaches participants about turtle ecology and habitats, endangered species, and how wild turtle populations can be supported. Turtle Talks have been presented to Bristol Public Schools students, Bristol Public Library patrons, BPRYCS camper, and swimmers at the Dennis Malone Aquatics Center. These talks feature the turtles as wildlife ambassadors and create opportunities for visual, auditory, and kinesthetic learning about our environment.



Bristol Walks Campaign - Summer 2025

To celebrate National Parks and Recreation Month, BPRYCS launched a series of guided adventure walks in the parks throughout the month of July. Residents joined BPRYCS team members at Rockwell Park to celebrate the new walking loop, the Veterans Memorial Boulevard to celebrate the new ADA trail system, Pigeon Hill Preserve and Kern Park. The campaign was a great way to get our residents engaged in the parks and working on their health!



Downtown Live at Rockwell Theater continues to grow, named Runner-Up for Best Small Music Venue in CT

Downtown Live (DTL) at the Rockwell Theater continues to grow and expand its offering of diverse musical acts, comedians, lectures and more. The program is enhancing the life of Bristol residents and contributing to the economic vitality of downtown. The program was named Runner-Up for Best Small Music Venue in Connecticut by Connecticut Magazine in 2025; ranking DTL higher than New Haven's historic Toad's Place and Connecticut's well known Ridgefield Playhouse.



Downtown Live at Rockwell Theater Celebrates first Sold Out Show and Successful Launch of New Members Club

Just two months after celebrating one full year of Downtown Live at the Rockwell Theater, the program celebrated their first sold out show. All 621 seats in the Rockwell Theater were spoken for during Downtown Live's presentation of "UMX" The Ultimate Michael Experience, starring Joby Rogers on November 1st. The accomplishment comes just after a successful launch of the Downtown Live Members Club; which offered new perks to patrons like early access to ticket purchases, seat selection, and specialty discounts!



Visit DowntownLiveCT.com
for upcoming shows!



City of Bristol
Parks, Recreation, Youth and Community Services
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 Bristol, CT 06010
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www.BristolRec.com
parksandrecreation@bristolct.gov

Connect with us:

 @bristolctparksrecservices
 @BristolCTParksandRecreation



Account Name	Object #	Description	FY 26 Approved	Superintendent FY 27 Recommended
Park Trust	0017021-480003	Page Dewitt, Page May Rockwell, Peck Park, Rockwell Playground, Memorial Blvd.	\$ 400,000.00	\$ 400,000.00
Park Goodsell Trust	0017021-480004	Samuel Goodsell park and playground fund	\$ 23,330.00	\$ 23,330.00
Regular Wages	0017021-514000	Superintendent, Deputy, Assistant to the Superintendent, Community Engagement Coord.	\$ 424,355.00	\$ 424,355.00
Overtime Wages	0017021-515100	Parks/Youth/Arts commission secretary costs	\$ 3,000.00	\$ 3,000.00
Public Utilities	0017021-541000	51 High Street Electricity. Energy CT loan	\$ 11,100.00	\$ 18,300.00
Water & Sewer	0017021-541100	51 High Street Water & Sewer	\$ 700.00	\$ 790.00
Repairs & Maintenance	0017021-543000	51 High Street Fire Alarm Panel Maintenance, Fire Extinguisher Servicing	\$ 1,750.00	\$ 1,750.00
Liability Insurance	0017021- 552100	Department cost share of city liability insurance	\$ 112,235.00	\$ 108,000.00
Telephone	0017021-553000	Telephone service for DMAC, Rockwell, Muzzy, 51 High Street	\$ 5,000.00	\$ 7,100.00
Postage	0017021-553100	Misc. mailings	\$ 600.00	\$ 600.00
Advertising	0017021-557700	Misc. advertising	\$ 8,000.00	\$ 8,000.00
Program Supplies	0017021-561800	Outreach supplies	\$ 2,500.00	\$ 2,500.00
Natural Gas	0017021-562200	51 High Street Natural Gas	\$ 2,300.00	\$ 4,900.00
Office Supplies	0017021-569000	Dept Office Supplies	\$ 2,000.00	\$ 2,000.00
Conferences and Memberships	0017021-581120	NRPA, CT Parks, CRPA Memberships. NRPA Board travel expenses, workshops	\$ 6,500.00	\$ 6,500.00
Arts & Culture Commission	0017021 - 583120	Arts & Culture Commission funds	\$ 5,000.00	\$ 15,000.00
Various Equipment	0017021-589100	Misc Trust Fund equipment, supplies per trusts	Varies	Varies
			\$ 423,330.00	\$ 423,330.00
			\$ 585,040.00	\$ 602,795.00

Account Name	Object #	Description	FY 26 Approved	Supervisor FY 27 Request	Superintendent FY 27 Recommended	
Muzzy Field Rentals	0017022-450311	Rental charges for Muzzy Field rentals & annual Bristol Blues contract	\$ 30,000.00	\$ 30,000.00	\$ 32,000.00	
Rentals	0017022-450321	Rental charges for Park pavilions, ballfields	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00	
Concessions/Misc.	0017022-450322	Annual contract fees for park ice cream & food trucks	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	
Regular Wages	0017022-514000	Parks Supervisor, Athletics & Ballfields Supervisor, Parks Grounds Crew	\$ 1,250,245.00	\$ 1,250,245.00	\$ 1,250,245.00	
Overtime Wages	0017022-515100	Overtime wages for snow removal, muzzy field games, emergency repairs, showmobile, etc.	\$ 110,000.00	\$ 173,700.00	\$ 110,000.00	
Parttime Wages	0017022-515200	Seasonal Laborers	\$ 105,000.00	\$ 67,200.00	\$ 105,000.00	*\$57,000 if FT positions are approved
Utilities	0017022-541000	Electricity for parks, ball fields, and putdoor pools	\$ 100,000.00	\$ 161,050.00	\$ 100,000.00	
Water Sewer	0017022-541100	Water/Sewage charges for parks, ball field irrigation, spray parks and non-pool facilities. Rate increases	\$ 55,000.00	\$ 81,500.00	\$ 91,000.00	
Refuse	0017022-542140	Covanta charges for proper disposal of debris, park trash, rubbish, trees/brush; PAYT	\$ 15,000.00	\$ 17,300.00	\$13,000	
Repairs & Maintenance	0017022-543000	General parks, facilities, playgrounds and amenities upkeep and repairs	\$ 55,000.00	\$ 85,000.00	\$ 55,000.00	
Motor Vehicle Service	0017022-543100	Motor vehicle parts, supplies, services, labor, materials	\$ 11,000.00	\$ 24,300.00	\$ 11,000.00	
Maintenance Supplies	0017022-561400	Various supplies, plumbing, park port-o-johns, custodial supplies, playground surfacing	\$ 100,000.00	\$ 156,000.00	\$ 100,000.00	
Heating and Oil	0017022-562100	Oil for Perry and Rockwell Park pavilions, and non-pool facilities. Economic forecast	\$ 13,500.00	\$ 25,700.00	\$ 15,000.00	
Natural Gas	0017022-562200	Natural Gas for Westminster & Muzzy. Economic forecast	\$ 950.00	\$ 950.00	\$ 2,860.00	
Motor Fuel	0017022-562600	Gasoline & Diesel for all fleet/equipment. Economic forecast	\$ 37,000.00	\$ 37,000.00	\$ 32,000.00	
Motor Vehicle PT	0017022-563000	Fleet and small equipment parts and replacements	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	
Tires	0017022-563100	Replacement tires for fleet vehicles	\$ 5,000.00	\$ 5,480.00	\$ 5,000.00	
Small Equipment	0017022-570905	Replacement push mowers, snowblowers, leaf blowers, weed and hedge trimmers, chainsaw	\$ 10,000.00	\$ 13,250.00	\$ 10,000.00	
Conferences and Memberships	0017022-581120	CRPA/CT Parks, conference and turf management workshops	\$ 5,500.00	\$ 7,200.00	\$ 7,200.00	
Vandalism	0017022-581200	Equipment, supplies and materials to repair vandalism in the parks	\$ 4,000.00	\$ 10,550.00	\$ 8,500.00	
			\$ 58,000.00	\$ 58,000.00	\$ 60,000.00	
			\$ 1,902,195.00	\$ 2,141,425.00	\$ 1,940,805.00	

Changes
 Bristol Blues contract is up and that may shift things in Muzzy rentals once that contract is approved in 2026
 2 FT Park Maintainers for Athletics & Ballfield and eliminate the part time wages back to \$57,000.
 Reduced refuse based on trends and efficiencies with trash truck
 conferences and membership increases to support continued development of a staff team of 20+
 Increased vandalism due to increaed vandalism in the parks. Damaged bathrooms, chimney, fence cutting into pools

Account Name	Object #	Description	FY 26 Approved	Supervisor FY 27 Request	Superintendent FY 27 Recommended
Recreation (Programs)	0017023-450105	Select programs (non-revolving account)	\$ 313,000.00	\$ 319,155.00	\$329,000
Regular Wages	0017023-514000	Recreation Supervisor, Program/Admin Assistant	\$ 143,080.00	\$ 143,080.00	\$ 143,080.00
Overtime Wages	0017023-515100	Turkey Shoot, Fishing Derby	\$ 500.00	\$ 1,500.00	\$ 500.00
Parttime Wages	0017023-515200	See PT Wages Document (accounts for updated salary scheduled based of state minimum wage increase)	\$ 371,000.00	\$ 383,950.00	\$ 383,950.00
Professional Fees	0017023-531000	League Umpires, Camp Entertainment, Camp Field Trips, Summer Camp Busing, Summer Concerts,	\$ 130,000.00	\$ 140,000.00	\$ 142,000.00
Program Supplies	0017023-561800	Summer Apparel Order, Summer Camp Supplies, Program Equipment	\$ 30,000.00	\$ 35,000.00	\$ 35,000.00
Conference & Membership	0017023-581120	CRPA Conference, NRPA Conference	\$ 3,000.00	\$ 4,150.00	\$ 4,150.00
			\$ 313,000.00	\$ 319,155.00	\$ 329,000.00
			\$ 677,580.00	\$ 707,680.00	\$ 708,680.00

Changes

- Increase to part-time wages due to minimum wage increases
- Increases to professional fees and program supplies due to cost increases (camp transportation, field trip costs going up)
- Increase conferences to support Rec Supervisor and Rec Assistant to attend CRPA and NRPA
- Increasing revenue as programs fee by \$5.00

Account Name	Object #	Description	FY 26 Approved	Supervisor FY 27 Request	Superintendent FY 27 Recommended
Pool Charges	0017024-450103	Pool memberships, daily fees, swim lesson and program user fees, bday party rentals	\$245,000.00	\$ 245,000.00	\$ 260,000.00
Regular Wages	0017024-514000	Aquatics Supervisor, Aquatics Coordinator and Facilities Technician	\$228,720.00	\$228,720.00	\$228,720.00
Overtime Wages	0017024-515100	Overtime wages for snow removal, emergency repairs, special events	\$6,000.00	\$ 7,525.00	\$ 7,500.00
Parttime Wages	0017024-515200	Lifeguards, WSI, Front Desk Attendants, Swim Coaches, Head/Lead Guards	\$550,000.00	\$ 650,596.00	\$ 571,000.00
Professional Fees	0017024-531000	Building Alarms/Services, Red Cross/Safety Certifications/Instructor fees, Custom Aquatics	\$6,400.00	\$ 9,360.00	\$ 7,400.00
Utilities	0017024-541000	Electricity for DMAC, Page and Rockwell Park Pools	\$30,000.00	\$ 30,000.00	\$ 40,000.00
Water & Sewer	0017024-541100	Water/Sewage charges for DMAC. Page and Rockwell Park Pools	\$20,000.00	\$ 20,000.00	\$ 24,500.00
Repairs and Maintenance	0017024-543000	General upkeep, repairs, equipment replacements for DMAC, Rockwell and Page Pools	\$30,000.00	\$ 30,000.00	\$ 35,000.00
Maintenance Supplies	0017024-561400	Chlorine/Pool Chemicals, misc repair equipment, custodial supplies for the pools	\$33,500.00	\$ 38,000.00	\$45,000
Program Supplies	0017024-561800	Staff apparel, lifeguard uniforms, training equipment, first aid, swim lesson/program equipment	\$15,000.00	\$ 16,100.00	\$ 16,000.00
Heating and Oil	0017024-562100	Oil for Page Pool building	\$4,660.00	\$ 4,660.00	\$ 4,660.00
Natural Gas	0017024-562200	Natural gas- Eversource	\$33,000.00	\$ 33,000.00	\$ 33,000.00
Conference & Membership	0017024-581120	CRPA Membership, conference/workshop dues for Aquatics staff	\$3,000.00	\$ 6,450.00	\$5,600
			\$245,000.00	\$245,000.00	\$260,000.00
			\$960,280.00	\$1,074,411.00	\$1,018,380.00

Changes

- Revenue increased to reflect program and membership increases
- Overtime reflective of trends and dealing emergency maintenance to keep the pool open
- Part time wages due to minimum wage
- professional fee increases due to Red Cross cert increases
- Repairs and maintenance increases to improve alarms at the outdoor pools for safety
- Maintenance Supplies have gone up. Chlorine is a major cost increase. Based on trends
- Program supplies slight increase to replace AED pads
- Conferences and membership increase to support Aquatics Coordinator attending Red Cross Academy for LGIT/WSIT

Account Name	Object #	Description	FY 26 Approved	Supervisor FY 27 Request	Superintendent FY 27 Recommended
Challenge Course Fees	1321032-422004	Program revenues, sponsorships associated with Pine Lake	\$ 60,000.00	\$ 22,400.00	\$ 38,760.00
Seasonal Wages	1321032-515300	Annual wages for program director, support staff and facilitators	\$ 43,900.00	\$ 11,960.00	\$ 19,960.00
Professional Fees & Services	1321032-531000	Course inspection/repairs, registration software, staff training	\$ 12,800.00	\$ 4,800.00	\$ 16,800.00
Advertising	1321032-557700	Misc printing, business cards, program flyers, and brochures	\$ 1,200.00	\$ -	\$ -
Maintenance Supplies & Materials	1321032-561400	Home Depot/True Value charges for small repairs and supplies	\$ 1,100.00	\$ 1,000.00	\$ 1,000.00
Program Supplies	1321032-561800	Misc supplies for program participants	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Division Revenue			\$ 60,000.00	\$ 22,400.00	\$ 38,760.00
Division Expenditure			\$ 60,000.00	\$ 18,760.00	\$ 38,760.00

Changes
Reduced expenditures and revenues to reflect the current state of the conditions around staffing limitations

Outlay Item	Division	Description	Justification (+ or -)	Request
DMAC Scoreboard	Aquatics	Replacement of a swim team scoreboard used by 5 HS swim teams and recreational	Original scoreboard dying. Teams need it for competitions	\$60,000
Back-Up Pool Pumps	Aquatics	Back-up pool pumps in the event that a pump goes down we won't have to close the pools	Back-up pumps prevent prolonged pool closures	\$30,000
Muzzy Field Improvements	Parks (Athletics & Ballfield)	window replacements, netting, pads, railings, and seat repairs and replacements	Improvements needed to maintain safety and aesthetics for Muzzy	\$100,000
Bleacher Replacements (6)	Parks (Athletics & Ballfield)	Replacements for failing bleachers across the parks (page, wilson's, mix, casey, seymour)	Many units are broken and becoming unsafe. Not accessible, etc.	\$65,000
Robot Field Painter (2)	Parks (Athletics & Ballfield)	2 field painters to create increased efficiencies with lining park and school ballfields	Units reduce paint costs and manpower needed to line the fields	\$95,000
Ford F250 Truck	Parks (Grounds & Facilities)	Vehicle replacement for P1 a 2011 Ford F-250 that is in poor condition with severe rust damage to bed, and transmission issues	Vehicle is in poor condition and needs replacement	\$55,000
Chevy Truck with multi-body plow/system	Parks (Grounds & Facilities)	Vehicle replacement and upgrade for P8 that was removed from service. Multibody system allows for attachments that meet a variety of operational needs	Replace an out-of-service vehicle with a major cross-functional upgrade	\$135,000
				\$540,000

Project Name	Amount Requested	26/27	27/28	28/29	29/30	30/31	31/32	32/33	33/34	34/35
Birge Pond-Hoppers & Roberts Property Design & Improvements	2,600,000	250,000	2,250,000							
Parks, Recreation, Youth & Community Services Master Plan	100,000				100,000					
DMAC- Energy Upgrades and Improvements	400,000		400,000							
Memorial Blvd Parking Lot & Site Improvements	250,000		500,000							
Mix Street Field Upgrades	130,000			130,000						
Muzzy Field Interior Renovations (bathrooms, windows)	300,000					300,000				
Nelson's Field Site Improvements	125,000						125,000			
Page Pool Upper Level design & renovations (phase 2)	1,700,000						500,000	1,200,000		
Page Park Revitalization (Phase 3)	14,000,000	14,000,000								
Page Recreation/Maintenance Building Design & Improvements	600,000						900,000			
Paving of Park Roads (RW, Page, Hoppers-Birge)	700,000		700,000							
Peck Park Site Improvements	500,000	500,000								
Rockwell Park Pavilion & Gazebo Roof Replacements	3,860,000	\$200,000								
Showmobile Replacement/Upgrades	300,000					300,000				
Indoor Recreation Center (gym, indoor pickleball, programming space)	10,000,000							5,000,000	5,000,000	5,000,000
Wilson's Field Site Improvements	445,000				445,000					
	\$36,010,000	\$14,950,000	\$3,850,000	\$130,000	\$545,000	\$1,100,000	\$625,000	\$5,200,000	\$5,000,000	\$5,000,000

Notes: Page Park being fully funded is the top priority. Funding for Page was frozen the last 2 fiscal years which results in a higher ask. Will have actuals once the project is bid

Plan and improvements for the Hoppers has been defered for 4 fiscal years. The City needs todecide what we are doing with this asset. Repair of the dam is also required per CT-DEEP letter

Defer boulevard bathrooms, peck park and paving to next fiscal year

RW roofs may not be a top priority but they are bad and need attention. Could shift to outlay and ask for 1-2 roofs or ideally a CIP

to do everything all together. None are going to collapse tomorrow but they are bad.

Removed Brackett Park site improvements from FY 34/35 as the park will likely be completely redone with the state road project over the next few years

Service	Insurance	Resident Rate	Bristol Non-Profit Rate	Non-Resident Rate	For-Profit or Non-Bristol Organization Rate	Year Modified
Daily Rates for DMAC	N/A	(A) \$9.00 (C) \$5.00 (S/C) \$8.00	N/A	(A) \$10.00 (C) \$6.00 (S/C) \$9.00	N/A	2023
Daily Rates for Page & Rockwell Pool	N/A	(A) \$2.00 (C) \$1.00 (S/C) \$1.50	N/A	(A) \$8.00 (C) \$4.00 (S/C) \$6.00	N/A	2020
Adult Membership (18-59)	N/A	(S) \$50.00 (A) \$110.00	N/A	(S) \$90.00 (A) \$210.00	N/A	2023
Child Membership (6-17)	N/A	(S) \$35.00 (A) \$60.00	N/A	(S) \$60.00 (A) \$110.00	N/A	
Seniors (60+)	N/A	(S) \$45.00 (A) \$90.00	N/A	(S) \$80.00 (A) \$170.00	N/A	
College Students	N/A	(S) \$45.00 (A) \$90.00	N/A	(S) \$80.00 (A) \$170.00	N/A	
Children Under 5	N/A	FREE	N/A	FREE	N/A	
DMAC Rental (includes lifeguards)	COI Required (Private citizen birthday rentals do not)	\$180/per hour (\$50 facility deposit check)	\$100/per hour \$200/per hour (outside of normal operating hours)	\$240/per hour (\$50 facility deposit check)	\$200/per hour \$300/per hour (outside of normal operating hours)	

Fee Schedule Options

	Proposed Changes	Impact on Revenue	Comments
Option # 1	No changes	\$0	
Option #2	\$25/hr increase to Bristol Non-Profit & For-Profit or Non-Bristol Organization Rate	\$7,237.50	
Option #3	\$50/hr increase to Bristol Non-Profit & For-Profit or Non-Bristol Organization Rate	~\$14,475.00	
Option #4	\$75/hr increase to Bristol Non-Profit & For-Profit or Non-Bristol Organization Rate	~\$21,712.50	
Option #5	\$100/hr increase to Bristol Non-Profit & For-Profit or Non-Bristol Organization Rate	~28,950.00	

Policy: Field and Court Rentals**Adopted by Board of Park Commissioners: February 2019**

In pursuit of the BPRYCS mission and vision to offer high-quality facilities that enhance the community's quality of life and create healthy citizens; fields and courts are available for private group, non-profit and for-profit rentals. In 2019, in an effort to "Go Green" and streamline the request process, BPRYCS eliminated paper request forms and now user groups looking to reserve fields or courts may submit a request online through www.bristolrec.com. Once the Facility Reservation Request is submitted, accompanying documentation including proper insurance, league rosters (if applicable), and other documents may be requested by the BPRYCS Department prior to a permit being issued. Department staff will be in touch with the organization representative regarding status of their request as soon as possible.

Prioritization of General Field & Court Permits and Fee Schedules

The Department strives to establish a system for the equitable and orderly distribution of the City of Bristol athletic fields and courts. Additionally, there are costs associated with the maintenance and upkeep of fields and courts so a fee schedule was adopted. Permits will be issued with respect to the following priority and fee schedules:

Priority Level	Priority Group	Fee Schedule
1	BPRYCS sponsored programs and events	No charge
2	Bristol Board of Education sponsored athletic programs and events	No charge
3	Bristol based non-profits, 501c(3) organizations and local athletic or sports-affiliated groups (comprised of at least 80% Bristol residents verified by certified registration/rosters)	• No charge- Youth serving organizations • \$25/per practice (2hrs), \$35/per game (4hrs) /field with lights- Adult serving organizations
4	Non-Bristol organizations (comprised of 79% or fewer Bristol residents), non-resident groups and for-profit organizations	• \$25/per practice (2hrs) • \$100/per game (4hrs)

Additional charges may be assessed at the discretion of the Superintendent or designee (i.e. lights/electricity, bathrooms, maintainers, police, etc.)

The following courts and fields are available for permitting under the jurisdiction of BPRYCS:

- **Baseball Fields:** Page Park, Riley Field, Muzzy Field (different fees apply to Muzzy)
- **Softball Fields:** Mix Street, Page Park, Casey Field, Wilson Field
- **Football/Lacrosse/Soccer Fields:** Casey Field, Memorial Boulevard
- **Volleyball Courts:** Stocks Playground, Rockwell Park
- **Basketball Courts:** Page Park, Wilson Field, Brackett Park, Stocks Playground, Seymour Park, Rockwell Park
- **Tennis/Pickleball Courts:** Page Park, Seymour Park, Peck Park

The BPRYCS Department and Board of Park Commissioners reserves the right to refuse any organization the use of its facilities when it deems necessary.

Prioritization of Muzzy Field and Fee Schedules

Muzzy Field is considered a premier sports facility for the City of Bristol. Significant resources are dedicated to maintain and upkeep the facility on an annual basis. Due to contractual obligations, the level of maintenance required, facility accessibility (locked stadium), and additional staffing requirements; a unique set of priority and fee schedules has been adopted:

Priority Level	Priority Group	Fee Schedule
1	Bristol Blues (regular and post season games)	Negotiated per Contract
2	BPRYCS sponsored programs and events	No charge
3	Bristol Board of Education sponsored athletic programs and events	No charge <u>for eight regular season games (4 per school team) or post season games. Additional games charged at \$135/rental + \$75/hr</u>
4	Bristol based non-profits, 501c(3) organizations, and local athletic or sports-affiliated groups (comprised of at least 80% Bristol residents verified by certified registration/rosters)	\$135/rental + \$75/hr for maintainer
5	Non-Bristol organizations (comprised of 79% or fewer Bristol residents), non-resident groups, and for-profit organizations	\$235/rental + \$75/hr for maintainer

Additional charges may be assessed at the discretion of the Superintendent or designee (i.e. lights/electricity, bathrooms, maintainers, police, etc.)

Policy: Park Rentals for Special Events**Adopted by Board of Park Commissioners:** February 2019

In pursuit of the BPRYCS mission to offer high-quality facilities that enhance the community's quality of life; park spaces are available for private group, non-profit and for-profit rentals. User groups looking to reserve park space may submit a request online through www.bristolrec.com. User groups may be required to submit a *City Wide Special Event Application* for larger scale events (gatherings of 50+ people) depending on the nature of the activity. Depending on the nature and scope of the event, the applicant may be required to present to the Board of Park Commissioners for approval at the discretion of the Superintendent. Long standing annual events do not require annual approval unless there are substantial changes that warrant board review. Park permits will be issued with respect to the following priority and fee schedules (*Note: City Wide Special event permits will be issued once all applicable city departments sign off on the approval*):

Priority Level	Priority Group	Fee Schedule
1	BPRYCS sponsored programs and events	No charge
2	Bristol Board of Education sponsored athletic programs and events	No charge
3	Bristol based non-profits, 501c(3) organizations and local athletic or sports-affiliated groups (comprised of at least 80% Bristol residents verified by certified registration/rosters)	No charge**
4	Non-Bristol organizations (comprised of 79% or fewer Bristol residents), non-resident groups and for-profit organizations	\$235/rental + \$75/hr for maintainer

**Park Maintainer hourly fees may be assessed if the event requires staffing support. These fees will be assessed depending on the nature of the event at the discretion of the Superintendent or designee.*

***Additional fees may be assessed from other departments at the discretion of the Department Head (i.e. police officers, health permits, etc).*

(Source: *City Wide Special Event Application* is available at www.bristolrec.com).

Policy: Pavilion Rentals**Adopted by Board of Park Commissioners: January 2020. Revised: May 2023**

In pursuit of the BPRYCS mission to offer high-quality facilities that enhance the community's quality of life; indoor and outdoor park pavilions are available for private group, non-profit and for-profit rentals. User groups looking to reserve a pavilion may submit a request online through www.bristolrec.com. Permits are issued on a first- come- first served basis. Pavilions may be requested starting January 1st for the following year.

The following pavilions are available for permitting under the jurisdiction of BPRYCS:

Park Location	Available Pavilions
Rockwell Park	• Back Playground Shelter • T-Shelter, • Stonehouse/Summerhouse • Open Field Gazebo • <i>Mrs. Rockwell's Pavilion (indoor)</i>
Page Park	• Upper Playground Shelter • Tennis Court Picnic Area • Ingraham Field Picnic Area • Ski Hill Picnic Area • <i>Perry J. Spinelli Pavilion (indoor)</i>
Stocks Playground	• Picnic Area Shelter
Veterans Memorial Boulevard	• Gazebo • Covered Picnic Area
Federal Hill Green	• Gazebo
Brackett Park	• Gazebo

In February 2019, the Board of Park Commissioners approved a fee schedule for use of the outdoor pavilions in order to help off-set clean-up and maintenance costs. In January 2020 an indoor pavilion fee schedule was approved to accommodate costs associated with offering indoor rentals to the community.

Pavilion Type	Bristol resident Fee	Non-Profit Fee	For-Profit Fee
Outdoor	\$25 (4hr rental)	\$50 (4hr rental)	\$100 (4hr rental)
Mrs. Rockwell Pavilion	\$300 (4hr rental) + \$75/each additional hr	\$300 (4hr rental) + \$75/each additional hr	\$400 (4hr rental) + \$75/each additional hr

Perry J. Spinelli Pavilion	\$350 (4hr rental) + \$75/each additional hr	\$350 (4hr rental) + \$75/each additional hr	\$450 (4hr rental) + \$75/each additional hr
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Pavilion Alcohol

Consumption of alcohol at park pavilions is not permitted with the following exceptions:

- During a permitted rental of the Perry J. Spinelli Pavilion with the following conditions met:
 - The individual reserving an indoor pavilion must be 21 years or older and is responsible for the behaviors of all guests throughout the event. Failure to follow rules may result in ejection from the facility without refund.
 - Beer and wine only- served under the supervision of a licensed bartender that carries their own Liquor Liability insurance and names the City as Additional Insured.
 - Licensed bartenders must be pre-approved by the City as a preferred vendor for use during rentals.
 - Vendor will submit a Certificate of Insurance naming the City as additionally insured
- Other event specifically authorized by the Board of Park Commissioners and confined within those areas specifically designated (Sec.16-2 Code of Ordinances).

Policy: Showmobile Rentals**Adopted by Board of Park Commissioners:** February 2019

The BPRYCS Department owns and operates a 28ft x 52ft showmobile with stage extensions, lighting and sound. The showmobile is used for the department's popular Summer Concert Series and is rented out to a variety of organizations throughout the year including the West End Association Summer Festival at Rockwell and the Exchange Club for Mum Festival. Effective 2019, showmobile requests may be made directly through www.bristolrec.com. Due to the complex nature of the showmobile a number of fees apply. This includes a \$400.00 transportation fee, a \$200.00 rental fee, a park attendant for \$50.00/hr, and optional sound and lighting technicians for \$25.00/hr. An additional \$125.00 fee is added for events taking place outside of Bristol (within 60 miles). When feasible, the transportation fee may be waived if the delivery is during the regular working day. The following information is requested of applicants.

Fee Schedule & Cost Breakdown for Operation of the Showmobile

Service	Rates
Transportation TO and FROM event site	\$400.00/flat
Outside of Bristol Travel Fee (within 60 miles)	\$125.00/flat
Rental Fee	\$200.00/flat
Park Attendant-Showmobile Operator (required)	\$75.00/hr
Sound Technician (optional)	\$25.00/hr
Lighting Technician (optional)	\$25.00/hr

~~Eliminate sound techs as an optional service altogether?~~

~~This policy needs work. May be easier to just go with a flat rate and then save some of this for back end~~

Policy: Banner Requests**Adopted by Board of Park Commissioners: February 2019 Revised: September 2022**

As part of the department's commitment to partnerships, BPRYCS provides a service to hang banners on the Page Park Fence (King Street), Mix Street Fence (Mix Street or Maltby Street), and Memorial Boulevard Fence (South Street or Memorial Boulevard) to help promote community events. Banners are hung for a 2 week period in advance of the event. Banner requests can be made directly through www.bristolrec.com and are approved on a first-come, first-served basis. Additionally, banners must be no more than 10 feet wide and must be at least 3 feet high. Banners must be made of lightweight material and must be properly vented (mesh or crescent flaps). Banners not picked up within two weeks of being taken down are subject to be discarded.

The fee schedule for the Banner program is as follows:

Group Type Fee

Non-Profit \$25.00

For-Profit \$50.00

Policy: Master Fee Schedule for Park Rentals and Rate Change Process
Adopted by Board of Park Commissioners: February 2019

Park Rental fees are reviewed on annual basis by the Board of Park Commissioners Finance Committee with recommendations being adopted by the full board every fall. While fee schedule changes can be introduced or modified throughout the year, it is best practice to make adjustments to fee schedules in the fall prior to the annual budgeting process as there are revenue implications to changes. The following process is to be engaged in for fee schedule changes:

Fee Schedule Change Approval Structure

Steps	Phase	Actions
1	Initiation	A new fee schedule or fee schedule revision is deemed to be needed through internal or external factors.
2	Development	The Superintendent or designee engages in research and review of appropriate fee changes incorporating industry and national best practices, fee schedules adopted by similar or surrounding agencies, community goals and change impact, and other data relevant to the fee schedule. The Superintendent may incorporate feedback from impacted staff members, user groups, and internal committees as deemed appropriate.
3	Review & Approval	The Superintendent presents the new or modified fee schedule to the Finance Committee of the Board of Park Commissioners for their input. Committee input is incorporated and then presented to the full Board of Park Commissioners for formal adoption. Depending on financial impact the fee schedule may be reviewed and approved by the Board of Finance during the annual budgeting process.
4	Publication & Management	Newly approved fee schedules are incorporated into the Policy Manual and communicated out to department personnel and through appropriate website and press channels as appropriate. Training on the new fee schedule may be provided to staff as appropriate. New or modified fee schedules are monitored for success in achieving desired outcomes.

Fee schedules and budgets for individual programs or services are developed and approved at the staff level. Program budgets vary due to changing costs associated with staffing, supplies, materials, and other associated fees. Many programs are directly operated by the Department's Revolving Account Funds and are not formally budgeted for by the city.

The **Master Fee Schedule Grid** represents the full rental schedule for park and recreation amenities under Board of Park Commissioner jurisdiction:

Service	Insurance	Resident Rate	Bristol Non-Profit Rate	Non-Resident Rate	For-Profit or Non-Bristol Organization Rate	Year Modified
Field/Court Rentals	COI Required	Youth-FREE Adults- \$25.00/per practice/game \$35/ w -lights)	Youth- FREE Adults- \$25.00/per practice/game \$35/ w -lights)	\$25/per practice \$100/per game	\$25/per practice \$100/per game	2019
Muzzy Field Rentals	COI Required	\$135/day (+ \$75/hr staffing)	\$135/day (+ \$75/hr staffing)	\$235/day (+ \$75/hr staffing)	\$235/day (+ \$75/hr staffing)	2022
Outdoor Pavilion Rentals	N/A	\$25 (4hrs)	\$50 (4hrs)	N/A	\$100 (4hrs)	2019
Mrs. Rockwell Pavilion	COI Required (for non-private parties)	\$300 (4hr rental) + \$75/each additional hr	\$300 (4hr rental) + \$75/each additional hr	N/A	\$400 (4hr rental) + \$75/each additional hr	2023
Perry J. Spinelli Pavilion	COI Required (for non-private parties)	\$350 (4hr rental) + \$75/each additional hr	\$350 (4hr rental) + \$75/each additional hr	N/A	\$450 (4hr rental) + \$75/each additional hr	2023
Park Rental for Special Events	COI required	FREE	FREE	FREE	\$235/day (+ \$75/hr staffing)	2022
Showmobile Rental	COI Required	\$600+ (depending on services added)	\$600+ (depending on services added)	\$725+ (depending on services added)	\$600+ (depending on services added)	2019

Banner Requests	N/A	\$25	\$25	N/A	\$50	2022
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Fee Schedule Options

	Proposed Changes	Impact on Revenue	Comments
Option # 1	No changes	\$0	In line with the fee schedules of most other parks departments in CT
Option #2	Resident Rates: \$50 administration fee per organization per season Non-Resident: No Change	~\$950	
Option #3	Resident Rates: \$1/day reserved Non-Resident: No Change	~\$2,100	May reduce groups overbooking fields
Option #4	Resident Rates: \$1/hour of reservation Non-Resident: No Change	~\$5,600	



City of Bristol
Office of Town and City Clerk
111 North Main Street
Bristol, Connecticut 06010

To: Town & City Clerk

From: Board of Parks Commissioner
(Name of Board or Commission)

Contact Person: Amaris Estrada Telephone Number: 860-584-6160

Address: 111 N. Main Street Bristol, CT 06010

E-mail Address: amarisestrada@bristolct.gov

In compliance with Section 1-225 of the Connecticut General Statutes the following is a listing of dates of the regular meetings of the Board of Park Commissioners
(Name of Board or Commission)

MONTH	DATE	TIME & PLACE OF MEETING
February 2026	18 th	6:00 p.m.– City Hall Meeting Room 1-2 & Virtually
March 2026	18 th	6:00 p.m.– City Hall Meeting Room 1-2 & Virtually
April 2026	15 th	6:00 p.m.– City Hall Meeting Room 1-2 & Virtually
May 2026	20 st	6:00 p.m.– City Hall Meeting Room 1-2 & Virtually
June 2026	17th	6:00 p.m.– City Hall Meeting Room 1-2 & Virtually
July 2026	15 th	6:00 p.m.– City Hall Meeting Room 1-2 & Virtually
August 2026	19th	6:00 p.m.– City Hall Meeting Room 1-2 & Virtually
September 2026	16 th	6:00 p.m.– City Hall Meeting Room 1-2 & Virtually
October 2026	21 th	6:00 p.m.– City Hall Meeting Room 1-2 & Virtually
November 2026	18 th	6:00 p.m.– City Hall Meeting Room 1-2 & Virtually
December 2026	16 th	6:00 p.m.– City Hall Meeting Room 1-2 & Virtually
January 2027	20 th	6:00 p.m.– City Hall Meeting Room 1-2 & Virtually

Yours very truly,

(Signature) **Chairman**

(Signature) **Secretary**

(Date)