

Board of Park Commissioners  
**Tuesday, September 17, 2019 6:30 p.m.**  
First Floor Meeting Room, City Hall, 111 North Main Street, Bristol, CT  
Agenda

1. Call To Order
2. Acceptance Of Meeting Minutes
  - A. Meeting Minutes Of 08-21-2019
3. Public Participation
4. Superintendent's Report
  - A. Superintendent's Report For September 2019
5. Old Business
  - A. All Heart Pop-Up Parks
  - B. Park Security (Camera And Police)
  - C. Official Naming Of Page Park XC Course After Johnie Floyd (1 Year Re-Visit)
  - D. Parks & Recreation Master Plan
  - E. By Commissioners
6. New Business
  - A. Presentation Of Birds Eye View Of The Parks Project
  - B. By Commissioners
7. Financials
  - A. Financials
    - Documents:  
  

[FINANCIALS 09-2019.PDF](#)
8. Other Business
  - A. Events Committee
  - B. Building & Maintenance Committee
  - C. Budget & Finance Committee
9. Adjourn
10. Strategic Planning
  - A. Master Plan For Park Department
  - B. Master Plan For Trust Money
  - C. Master Plan For Staffing
11. Memorial Tree Program
12. Financials

13. Employee Recognition

14. Committee Reports:

15. Committee Reports

CITY OF BRISTOL  
YEAR-TO-DATE BUDGET REPORT

FOR 2020 12

ACCOUNTS FOR:  
001 GENERAL FUND

0017021 PARKS ADMINISTRATION

	ORIGINAL APPROP	TRANFRS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0017021 480003 PARK TRUST FUNDS	-400,000	0	-400,000	.00	.00	-400,000.00	.0%
0017021 480004 PARK TRUST GOODS	-23,330	0	-23,330	-6,222.50	.00	-17,107.50	26.7%
0017021 514000 REGULAR WAGES &	167,960	0	167,960	31,250.69	.00	136,709.31	18.6%
0017021 515100 OVERTIME WAGES &	3,000	0	3,000	531.89	.00	2,468.11	17.7%
0017021 515200 PARTTIME WAGES &	6,300	0	6,300	3,557.82	.00	2,742.18	56.5%
0017021 517000 OTHER WAGES	3,000	0	3,000	.00	.00	3,000.00	.0%
0017021 552100 LIABILITY INSURA	45,000	0	45,000	40,527.93	3,173.95	1,298.12	97.1%
0017021 553000 TELEPHONE	5,500	0	5,500	590.38	4,534.62	375.00	93.2%
0017021 553100 POSTAGE	500	0	500	14.45	.00	485.55	2.9%
0017021 554000 TRAVEL REIMBURSE	500	0	500	50.90	.00	449.10	10.2%
0017021 555000 PRINTING & BINDI	100	0	100	.00	100.00	.00	100.0%
0017021 557700 ADVERTISING	500	0	500	.00	.00	500.00	.0%
0017021 561800 PROGRAM SUPPLIES	2,000	0	2,000	188.00	.00	1,812.00	9.4%
0017021 569000 OFFICE SUPPLIES	950	0	950	61.46	738.54	150.00	84.2%
0017021 581120 CONFERENCES & ME	3,000	0	3,000	856.66	235.00	1,908.34	36.4%
0017021 589100 MISCELLANEOUS	0	180,889	180,889	10,000.00	.00	170,889.00	5.5%
TOTAL PARKS ADMINISTRATION	-185,020	180,889	-4,131	81,407.68	8,782.11	-94,320.79	-2183.2%

FOR 2020 12

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMIS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	-185,020	180,889	-4,131	81,407.68	8,782.11	-94,320.79	-2183.2%

\*\* END OF REPORT - Generated by Lisa Wilson \*\*

FOR 2020 12

ACCOUNTS FOR: 001	GENERAL FUND	ORIGINAL APPROP	TRANSFRS/ ADJSTMNTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0017022 PARKS GROUNDS & FACILITIES								
0017022	450311 MUZZY FIELD RENT	-20,000	0	-20,000	-23,008.50	.00	3,008.50	115.0%
0017022	450321 RENTALS	-3,500	0	-3,500	-5,746.00	.00	2,246.00	164.2%
0017022	450322 CONCESSION & MIS	-13,500	0	-13,500	.00	.00	-13,500.00	.0%
0017022	450400 MISC CHARGES FOR	-300	0	-300	.00	.00	-300.00	.0%
0017022	514000 REGULAR WAGES &	926,380	0	926,380	155,264.08	.00	771,115.92	16.8%
0017022	515100 OVERTIME WAGES &	99,250	0	99,250	38,995.73	.00	60,254.27	39.3%
0017022	515200 PARTIME WAGES &	48,600	0	48,600	19,798.69	.00	28,801.31	40.7%
0017022	517000 OTHER WAGES	0	0	0	23.92	.00	-23.92	100.0%
0017022	518000 WORKERS' COMP SA	0	0	0	7,803.54	.00	-7,803.54	100.0%
0017022	531010 GEESE MANAGEMENT	10,000	0	10,000	.00	.00	10,000.00	.0%
0017022	541000 PUBLIC UTILITIES	67,000	0	67,000	19,417.37	47,582.63	.00	100.0%
0017022	541100 WATER & SEWER CH	40,000	0	40,000	23,484.47	16,025.22	.00	100.0%
0017022	542140 REFUSE	15,000	0	15,000	3,934.57	5,628.03	490.31	98.8%
0017022	543000 REPAIRS & MAINT	51,400	0	51,400	17,328.09	20,565.91	5,437.40	63.8%
0017022	543100 MOTOR VEHICLE SE	15,000	0	15,000	3,952.89	8,397.12	13,506.00	73.7%
0017022	561400 MAINT SUPPLIES &	92,000	0	92,000	14,429.97	49,904.56	2,649.99	82.3%
0017022	562100 HEATING OIL	13,500	0	13,500	162.53	4,837.47	27,665.47	69.9%
0017022	562600 MOTOR FUELS	23,000	0	23,000	3,692.20	.00	8,500.00	37.0%
0017022	563000 MOTOR VEHICLE PA	25,000	0	25,000	495.18	1,404.82	19,307.80	16.1%
0017022	563100 TIRES	3,000	0	3,000	.00	.00	23,100.00	7.6%
0017022	570905 SMALL EQUIPMENT	10,000	0	10,000	5,146.82	13,073.67	3,000.00	.0%
0017022	581120 CONFERENCES & ME	2,000	0	2,000	769.00	700.00	-8,220.49	182.2%
0017022	581200 VANDALISM	5,500	0	5,500	.00	.00	531.00	73.5%
TOTAL PARKS GROUNDS & FACILITIES		1,409,330	0	1,409,330	285,944.55	168,119.43	955,266.02	32.2%

CITY OF BRISTOL  
YEAR-TO-DATE BUDGET REPORT

FOR 2020 12

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	1,409,330	0	1,409,330	285,944.55	168,119.43	955,266.02	32.2%

\*\* END OF REPORT - Generated by Lisa Wilson \*\*

CITY OF BRISTOL  
YEAR-TO-DATE BUDGET REPORT

FOR 2020 12

ACCOUNTS FOR:  
001 GENERAL FUND

	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0017023 RECREATION							
0017023 450105 SUMMER RECREATIO	-95,000	0	-95,000	-79,398.50	.00	-15,601.50	83.6%
0017023 450107 FALL/WINTER REC	-29,000	0	-29,000	-3,950.00	.00	-25,050.00	13.6%
0017023 514000 REGULAR WAGES &	134,210	0	134,210	25,857.39	.00	108,352.61	19.3%
0017023 515100 OVERTIME WAGES &	3,000	0	3,000	1,247.98	.00	1,752.02	41.6%
0017023 515200 PARTTIME WAGES &	211,950	0	211,950	88,409.34	.00	123,540.66	41.7%
0017023 517000 OTHER WAGES	0	0	0	180.00	.00	-180.00	100.0%
0017023 531000 PROFESSIONAL FEE	23,000	0	23,000	9,403.00	8,864.00	4,733.00	79.4%
0017023 557700 ADVERTISING	9,000	0	9,000	.00	7,000.00	2,000.00	77.8%
0017023 561800 PROGRAM SUPPLIES	33,000	0	33,000	2,266.56	8,580.97	22,152.47	32.9%
0017023 581120 CONFERENCES & ME	1,000	0	1,000	1,026.66	580.00	-606.66	160.7%
TOTAL RECREATION	291,160	0	291,160	45,042.43	25,024.97	221,092.60	24.1%

FOR 2020 12

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	291,160	0	291,160	45,042.43	25,024.97	221,092.60	24.1%

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CITY OF BRISTOL  
YEAR-TO-DATE BUDGET REPORT

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FOR 2020 12

ACCOUNTS FOR:  
001 GENERAL FUND

	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0017024 AQUATICS							
0017024 450103 POOL CHARGES	-203,500	0	-203,500	-77,237.25	.00	-126,262.75	38.0%
0017024 514000 REGULAR WAGES &	192,335	0	192,335	20,064.88	.00	172,270.12	10.4%
0017024 515100 OVERTIME WAGES &	5,500	0	5,500	2,396.56	.00	3,103.44	43.6%
0017024 515200 PARTTIME WAGES &	324,880	0	324,880	126,391.09	.00	198,488.91	38.9%
0017024 517000 OTHER WAGES	0	0	0	158.99	.00	-158.99	100.0%
0017024 531000 PROFESSIONAL FEE	8,000	0	8,000	4,923.00	696.00	2,381.00	70.2%
0017024 541000 PUBLIC UTILITIES	55,000	0	55,000	12,833.46	41,666.54	500.00	99.1%
0017024 541100 WATER & SEWER CH	20,000	0	20,000	3,910.79	16,089.21	.00	100.0%
0017024 543000 REPAIRS & MAINT	35,000	0	35,000	6,169.47	18,056.60	10,773.93	69.2%
0017024 557000 ADVERTISING	500	0	500	.00	500.00	.00	100.0%
0017024 561400 MAINT SUPPLIES &	25,000	0	25,000	1,406.31	22,093.69	1,500.00	94.0%
0017024 561800 PROGRAM SUPPLIES	15,000	0	15,000	372.34	10,752.66	3,875.00	74.2%
0017024 562100 HEATING OIL	1,500	0	1,500	.00	.00	1,500.00	.0%
0017024 562200 NATURAL GAS	25,000	0	25,000	.00	.00	25,000.00	.0%
0017024 581120 CONFERENCES & ME	1,000	0	1,000	794.98	.00	205.02	79.5%
TOTAL AQUATICS	505,215	0	505,215	102,184.62	109,854.70	293,175.68	42.0%

FOR 2020 12

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMETS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	505,215	0	505,215	102,184.62	109,854.70	293,175.68	42.0%

\*\* END OF REPORT - Generated by Lisa Wilson \*\*