

Board of Park Commissioners
Wednesday, January 15, 2020 at 6:00 p.m.
First Floor Meeting Room, City Hall, 111 North Main Street, Bristol, CT

1. Call To Order
2. Acceptance Of Meeting Minutes
 - A. Meeting Minutes Of 12-18-2019
3. Public Participation
4. Employee Recognition
 - A. Kyana Anderson, Promotion To Youth And Family Coordinator
 - B. Todd Anderson, Promoted To Group Leader
5. Superintendent's Report
 - A. Superintendent's Report
 - Documents:

[PROJECT UPDATES 01-2020.PDF](#)
6. Old Business
 - A. Parks And Recreation Master Plan
 - B. No Smoking In The Parks Ordinance Change Updates
 - C. By Commissioners
7. New Business
 - A. Department Logo And Rebranding Presentation With Dawn Nielsen
 - B. By Commissioners
8. Committee Reports:
 - A. Events Committee
 - B. Building & Maintenance Committee
 - C. Budget & Finance Committee
 - C.i. Approve The FY 20-21 Annual Operation Budget And 10 Year Capital Improvement Plan
 - D. City Council Liaison Updates
9. Other Business
10. Adjourn



Parks and Recreation Superintendent Report
 Board of Park Commissioners
 (January 15, 2020)

I. Project Updates (as of 1/10/2020)

Project	Progress/Status	Anticipated Completion
Page Park Pool Renovation	December/January work includes installing, testing, and backfilling drain line in the pool equipment and women's locker room, grading interior floor, pouring concrete to backfill the pool depth and walls.	May 2020. Grand re-opening ribbon cutting event TBD.
Parks & Recreation Master Plan	Activitas will be presenting a project overview and timeline plan to the Superintendent. A kick off meeting is anticipated for the week of January 27 th which will include key issues discussion, SWOT analysis with leadership staff, site tour, meetings/interviews with pertinent staff groups, and potentially some initial site analysis.	Summer 2020

General Highlights:

- Registration for Winter/Spring 2020 programs began on January 7th for residents and January 8th for non-residents. Brochures were distributed to all of the schools in early January.

II. Parks, Grounds and Facilities Division Highlights

- Todd Anderson, has officially passed the probationary period for the position of Group Leader of our parks crew. He replaces Jimmy Ciccio, who retired in July, and joins veteran Group Leader Mark Cote.
- Park Staff participated in a Narcan training on January 13th presented by Bristol Hospital. The Narcan training taught staff members how to administer Narcan and about Good Samaritan Laws. In addition to the training, all park vehicles now have Narcan as well as an up-to-date first aid kit, and puncture resistant gloves have been distributed to all of the crew along with a Safe Disposal Policy for Needles.

III. Recreation Division Highlights

- Recreation division successfully hosted the 34th Annual Santa Land Village which attracted over 1750 people. The new decorations and train rides were well received and we collected a number of presents for the youth services toy drive. The Chamber of Commerce sponsored the craft allowing for increased offerings and hot chocolate, train and carriage ride sales brought in \$1050 in revenue for the event. The event received excellent press coverage in the Hartford Courant, Bristol Press, and Bristol Observer.
- Winter Brochures were distributed by the Bristol Observer on December 20th and are going to the schools before winter registration on January 7th for residents and January 8th for non-residents.

Recreation & Event Measures	December 2018	December 2019
# of youth engaged in recreation programs	92	217
# of adults engaged in recreation programs	121	93*
Total # of recreation programs running	13	19

**More drop- in program participants than registered participants*

Additional Highlights by the numbers:

- 136% increase in youth engagement (91% of which are Bristol residents)
- 46% increase in program offerings

IV. Aquatics Division Highlights

- The Aquatics division developed four new programs that started in January – Family Night at the Pool, Teen Night at the Pool, Kids Crafts during Swim Lessons, and an After School Homework Helper Tutoring Program.
- Facility Tech, Ron Dionne, is in the process of replacing all of the lighting fixtures at the Dennis Malone Aquatic Center with LED lighting. Not only will this benefit our commitment to stewardship and conservation, but we will also save around 25% on our yearly electric bills.
- Aquatic staff are working towards receiving USA Swimming designation by April 2020. USA Swimming is the national governing body of the sport of swimming and is a recognized Olympic feeder program which will make our swim teams more competitive.
- Swim Lessons for Winter 2020 start January 25th and 26th and will run for eight weeks.

Aquatics Measures	December 2018	December 2019
# of visits to the Dennis Malone Aquatics Center	1090	919
# of Pool Memberships sold	36	37
# of youth learning to swim	266	292

