

Popular Annual Financial Report



July 1, 2016 - June 30, 2017

*Issued by:
The City of Bristol Comptroller's Office*

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This report has been prepared and distributed in the City of Bristol in the interest of an informed citizenry.

CITY OF BRISTOL, CONNECTICUT
2017 Popular Annual Financial Report



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Mayor's Office

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Bristol Development Authority

<https://www.facebook.com/bristoldevelopmentauthority>

Library

<https://www.facebook.com/BristolLibraryCT>

Parks & Recreation

<https://www.facebook.com/bristolparksandrecreation>

Police Department

<https://www.facebook.com/BristolPoliceConnecticut>

Public Works

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Popular Annual
Financial Reporting

Presented to
**City of Bristol
Connecticut**

For its Annual
Financial Report
for the Fiscal Year Ended

June 30, 2016

Executive Director/CEO

FINANCIAL MESSAGE

DEAR CITIZENS OF BRISTOL, CONNECTICUT,

I am pleased to present the City of Bristol's Popular Annual Financial Report, (PAFR) for the fiscal year ended June 30, 2017. This is Bristol's seventeenth PAFR, and is formulated as an easy-to-read version of the City's Comprehensive Annual Financial Report (CAFR) that is published on a yearly basis.

The CAFR is a detailed account of the City's financial statements, notes, schedules, and statistics. The CAFR was prepared in conformance with Generally Accepted Accounting Principles (GAAP), audited by RSM US LLP, and received an unmodified opinion. The CAFR is available in the Comptroller's office, via the internet, or City Clerk's office for review.

The PAFR is designed to provide citizens with an overview of the City's revenue, expenditures and general information, in a simplified interpretation of the CAFR. All financial data presented in the PAFR is derived from the CAFR and is consistent with GAAP. The PAFR is prepared by the Comptroller's staff and is not obligated to be audited under GAAP rules. The PAFR does not include Bristol's Component Unit - Bristol/Burlington Health District.

Both the PAFR and the CAFR can be found on the City's website at www.bristolct.gov.

Thank you for your interest in the City of Bristol's government and how it functions. Please feel free to comment on the PAFR, and offer any suggestions to my office at dianewaldron@bristolct.gov

Respectfully submitted,

Daine M. Waldron,
Comptroller

GOVERNMENT STRUCTURE, LOCAL ECONOMIC CONDITION AND OUTLOOK

Historical Background

Bristol, formerly made up of the parishes of New Cambridge and West Britain, was settled in 1785. In 1911, Bristol was incorporated and became known from that time on as the City of Bristol. The City is located in the west central part of the state, sixteen miles from Hartford. The City currently has a land area of 26.60 square miles and serves a population of approximately 60,000. Once the clock making, ball bearing, and lock manufacturing capital of the United States, the City remains proud of its industrial heritage. The City seal continues to maintain this history by depicting the hands of a clock. The City is empowered to levy a property tax on both real and personal property located within its boundaries.

Description of Government

The City has operated under the mayor-council form of government since inception. Policy making and legislative authority is vested in the governing council, which consists of a mayor and a six-member council. The City Council is responsible, among other things, for passing ordinances, adopting the budget (in conjunction with the Board of Finance in a Joint Meeting of the two bodies) and for appointing the heads of departments. Various Boards and Commissions establish individual department policies and procedures. The City's mayor is responsible for carrying out the policies and ordinances of the governing council and for overseeing the day-to-day operation of the City. The council is elected on a partisan basis by district. The mayor is elected at large. The mayor and the council members are elected to two-year terms. The Board of Education appoints a Superintendent of schools who is responsible for administering the City's school system.

CONTACT US!

Mayor's Office
860-584-6250
Mayor Ellen Zoppo-
Sassu

Assessor's Office
860-584-6240
Tom Denoto

Building Department
860-584-6215
Guy Morin

City Clerk
860-584-6200
Therese Pac

Comptroller's Office
860-584-6130
Diane M. Waldron

Fire Department
860-584-7964
Chief Kolakoski

Library – Main
860-584-7787
Library – Manross
860-584-7790
Debbie Prozzo

Parks & Recreation
860-584-6160
Brian Wilson

Police Department
860-584-3000
Chief Gould

Public Works
860-584-6125
Walter Veselka

Tax Office
860-584-6270
Teresa Babon

Youth & Community
Services
860-314-4690
Eileen McNulty

Economic Condition and Outlook

Fitch Ratings upgraded its rating for Bristol from AA+ to AAA in October 2016. Fitch sited Bristol as a suburban City located 20 miles southwest of the state capital city of Hartford with a broad based economy anchored by ESPN, which employs more than 4,000 people. More recently, in November, 2017 Standard and Poor's reaffirmed the City's AA+ rating citing a strong economy and budgetary performance and very strong financial management, budgetary performance and flexibility and a very strong debt and contingency liability position. The City has varied manufacturing and industrial sectors that add to the relative stability of the local economy. Major industries with headquarters or divisions located within the government's boundaries include ESPN, the nation's first and largest all-sports television network. The ESPN worldwide headquarters remains the City's largest taxpayer, accounting for 6% of the City's total assessed property valuation. ESPN's growth in Bristol is assured by on-going development of 20 adjoining acres. Their newest digital center, comprises over 193,000 square feet of office space and four technologically advanced production studios. The City continues to be a leader in manufacturing, producing a wide variety of precision-crafted goods such as tin ware, bells, coaster brakes, hard wares, clocks, screw machine products, electronic items, timing devices, and robotic-based automation systems. Specialty manufacturers produce for a diverse array of industries, including medical devices, surgical equipment, aerospace, and automobile items. The City also benefits from upcoming construction of a 120,000 square foot downtown medical facility by Bristol Hospital.

Unemployment rates and the number of unemployed people, not seasonally adjusted, have started trending downward. Connecticut's 4.7 % unemployment rate is higher than the national rate of 4.4%, and is predicted to remain stable. Locally, Bristol's 5.4% average unemployment rate is still somewhat higher than national and regional averages.

As a result of a variety of business expansion and relocation incentives to promote development, renewed investment, and new employment opportunities, the City of Bristol expects its Grand List to continue to grow while providing quality employment opportunities for residents. Major employment centers within Bristol include the worldwide headquarters of ESPN, Bristol Hospital, and a host of high-tech manufacturers throughout the City.

The City's high-profile technology parks are designed to bring manufacturers and similar businesses to Bristol. The 229 Technology Park, located off heavily traveled CT Route 229, hosts nearly 30 businesses with upwards of 1,000 employees. Standout businesses include Otis Elevator, IDEX Corp., Bauer Inc., and the Covanta trash-to-energy plant. Just down the street, the City's newest technology park - Southeast Bristol Business Park - is approximately 51 acres available to host new and innovative companies. The infrastructure for the Park was a jointly funded project of the State and the City. The acreage will ultimately accommodate approximately 750,000 square feet of new space. The Park construction is complete and open for occupancy. The Park already has five tenants, including CMI Specialty Products, Precision Threaded Products, GMN USA, AMKO, and the PODS portable storage company's 130,000 square foot distribution center.

MAJOR INITIATIVES

For the year

Downtown revitalization remains a top priority for reasons of economic vitality and quality of life. The City is currently studying the proper mix of public and private improvements and investments. To kick start downtown revitalization, the City purchased a former mall site in March 2005, and the building was later demolished. As previously mentioned Bristol Hospital is building a 120,000 square foot medical center to consolidate its medical facilities throughout the City. The re-use of the 17 acre site is a key component and opportunity for downtown revitalization. The eventual sale of the site, or portions of the site, could recoup a substantial portion of the purchase price, restart the income stream of taxes, and help spark renewed interest in surrounding downtown properties.

CONTACT US!

Mayor

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ellenzoppo@bristolct.gov

City Council

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Board of Finance

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Vice Chairman
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Ron Burns
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MAJOR INITIATIVES - continued

The City's fiscal-year 2016-2017 budget has two significant components; General City and Education. Education is the largest portion of the City's General Fund budget. An original request was submitted by the Board of Education requesting an increase of \$4.7 million. The Board of Finance approved a .29 % increase, however they were provided an additional \$3.6 mill in funding allocated from revenues to net their increase. The 2016-2017 mill rate increased to 36.03.

The City is proactive in funding Other Post-Employment Benefits (OPEB), with an annual appropriation of funds in the General Fund. The budget included funds in the amount of \$1,000,000 as part of plan to fully fund the annual required contribution. This, in concert with prior years contributions of over \$4 million are part of the Governmental Accounting Standards Board (GASB) Statement No. 45, which requires recognition of OPEB, other than pension benefits.

The City's fiscal year 2016-2017 capital budget authorized spending of \$15.8 million for capital projects. New appropriations this year include funding for underground storage tank replacements at the Board of Education Administrative Building and at Bristol Eastern High School, the roof replacement at Chippens Hill Middle School, the tennis courts at both high schools, replacement of the heating and hot water boilers at Dennis Malone Aquatic Center, purchase of a fire truck and Tyler Content Management. Additional funding was provided to continue restorations at the former Memorial Boulevard School to reuse the structure as a multiuse facility and theatre.

For the Future

The City's elected and appointed officials consider many factors when setting the fiscal-year 2018 budget tax rates and fees that will be charged for the business-type activities. One of those factors is the economy. Other factors include comparing fees and charges for services to similar sized communities, evaluating the impact of Grand List changes, positive or negative, and Intergovernmental revenue changes. All of these were taken into account when adopting the General Fund budget for 2017-2018.

Amounts available for appropriation in the General Fund budget are \$191.8 million, an increase of \$3.6 million from the previous year's budget. The mill rate of 36.03 remains the same as 2016-2017.

As of June 30, 2017, unassigned fund balance for the General Fund was \$27.8 million or 12.7% of General Fund operating revenues and falls well within the fund balance policy guidelines of maintaining 12-15% set by the Board of Finance for budgetary and planning purposes. The City of Bristol did not appropriate any of its \$38.7 million fund balance to balance its 2017-18 operating budget.

As for the City's business-type activities marginal growth (1.5 to 2.0 percent) is expected to retained earnings based on sales over the past three fiscal years. Also, expenses will increase for continued watershed expansion purchases and other infrastructure and equipment improvements.

Long-Term Financial Planning

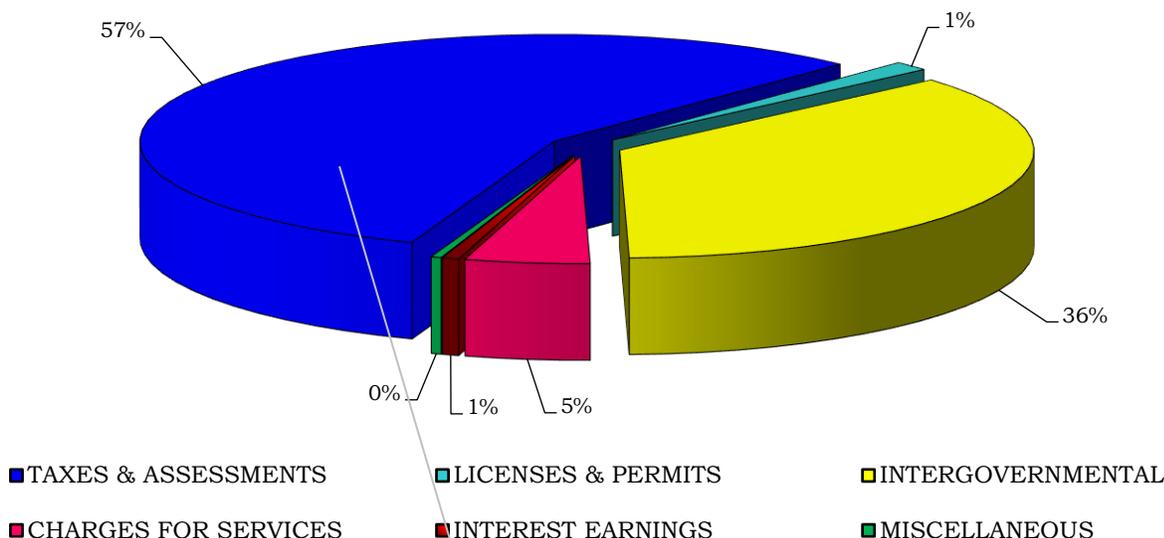
The City develops and prepares a Capital Improvement Program (CIP) that is a forward looking multi-year plan identifying capital projects to be funded during the planning period. The City has a 10 Year Capital Improvement Committee. The Capital Budget represents the first year of the CIP. The City tracks and monitors all projects to be funded with bonding. A detailed spreadsheet of all authorized but unissued bond amounts is updated, reviewed and correlated with Bond Counsel on a regular basis. This serves as one element in the determination of when and how much a future a bond issue should be. In addition to this formal long term planning process, City administration from time to time adopts a set of informal long term goals and objectives for such matters as the increasing costs of snow removal, fleet replacement and for OPEB funding. Long-term overall operational planning is more problematic as it is impractical to forecast beyond three years without complex software, and any such plan would have to be legally adopted.

WHERE THE MONEY COMES FROM:

REVENUE	2017	Percentage	2016	Percentage
TAXES & ASSESSMENTS	\$141,458,000	57%	\$134,053,000	56%
LICENSES & PERMITS	3,515,000	1%	3,334,000	1%
INTERGOVERNMENTAL	90,126,000	36%	86,380,000	36%
CHARGES FOR SERVICES	12,150,000	5%	11,225,000	5%
INTEREST EARNINGS	1,640,000	1%	1,812,000	1%
MISCELLANEOUS	1,003,000	0%	3,266,000	1%
	\$249,892,000	100%	\$240,070,000	100%



2017 Revenue - Governmental Funds



Taxes	2017	2016
Current Tax Levy	\$138,469,000	\$131,622,000
Prior Tax Levy	1,820,000	1,489,000
Interest and Penalties	1,138,000	921,000
Assessments	31,000	21,000
	\$141,458,000	\$134,053,000

Total revenues increased \$9.8 million in 2017. The components of revenue remain relatively constant percentage-wise year to year. For 2017, the tax rate was increased from the 2016 mill rate of 34.61 to 36.03 and accompanied by a slight increase in assessed value created an additional \$6.8 million in tax revenue to balance funded appropriations. Aggressive tax collection efforts (98.92% for 2017) continued. The 2017 increase in Intergovernmental results from a \$7 million increase in on-behalf State teacher retirement contributions and an approximate \$3 million reduction in State funded capital projects.

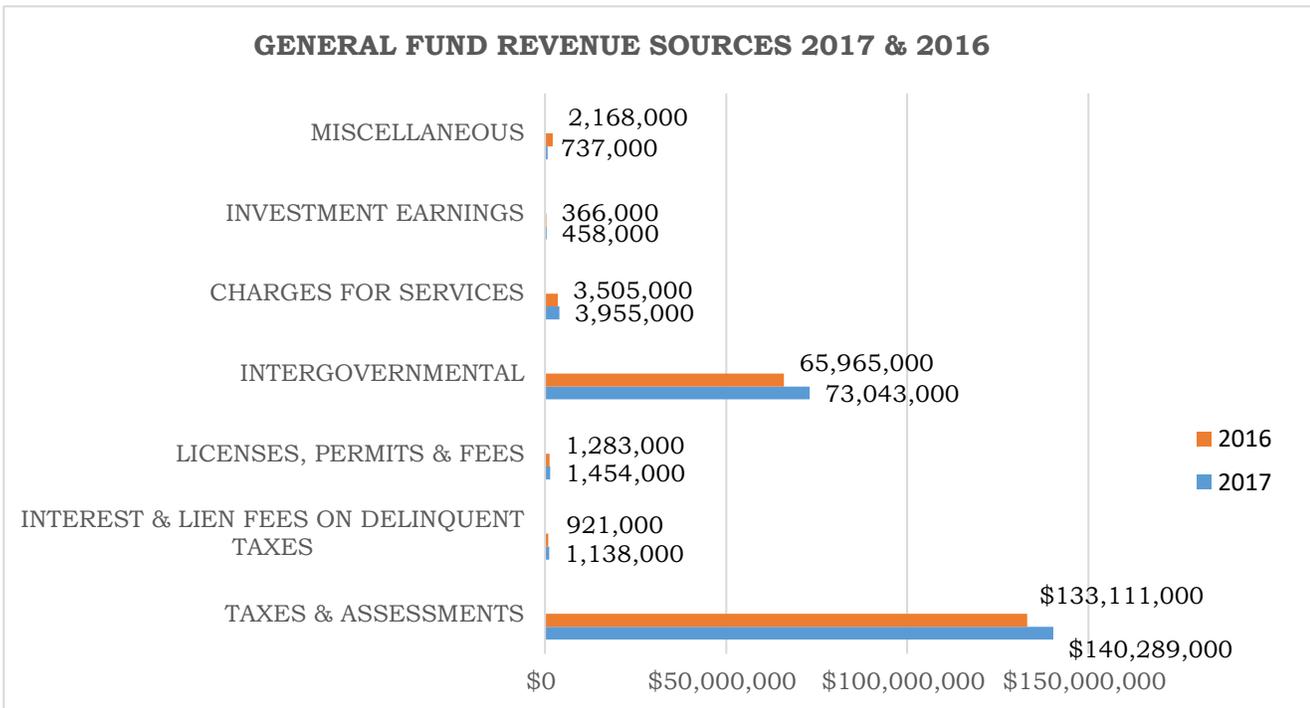
**WHERE THE MONEY COMES FROM:
GENERAL FUND**



GENERAL FUND: The General Fund is the general operating fund of the City of Bristol. The General Fund accounts for the normal recurring activities of the City including general government, public safety, public works, health and social services, recreation, libraries and education. These activities are funded principally by property taxes on individuals and businesses and grants from governmental units. The General Fund does not include the operations of the City Water Department.

GENERAL FUND REVENUE COMPARISON

	2017	2016
TAXES & ASSESSMENTS	\$140,289,000	\$133,111,000
INTEREST & LIEN FEES ON DELINQUENT TAXES	1,138,000	921,000
LICENSES, PERMITS & FEES	1,454,000	1,283,000
INTERGOVERNMENTAL	73,043,000	65,965,000
CHARGES FOR SERVICES	3,955,000	3,505,000
INVESTMENT EARNINGS	458,000	366,000
MISCELLANEOUS	737,000	2,168,000
	\$221,074,000	\$207,319,000

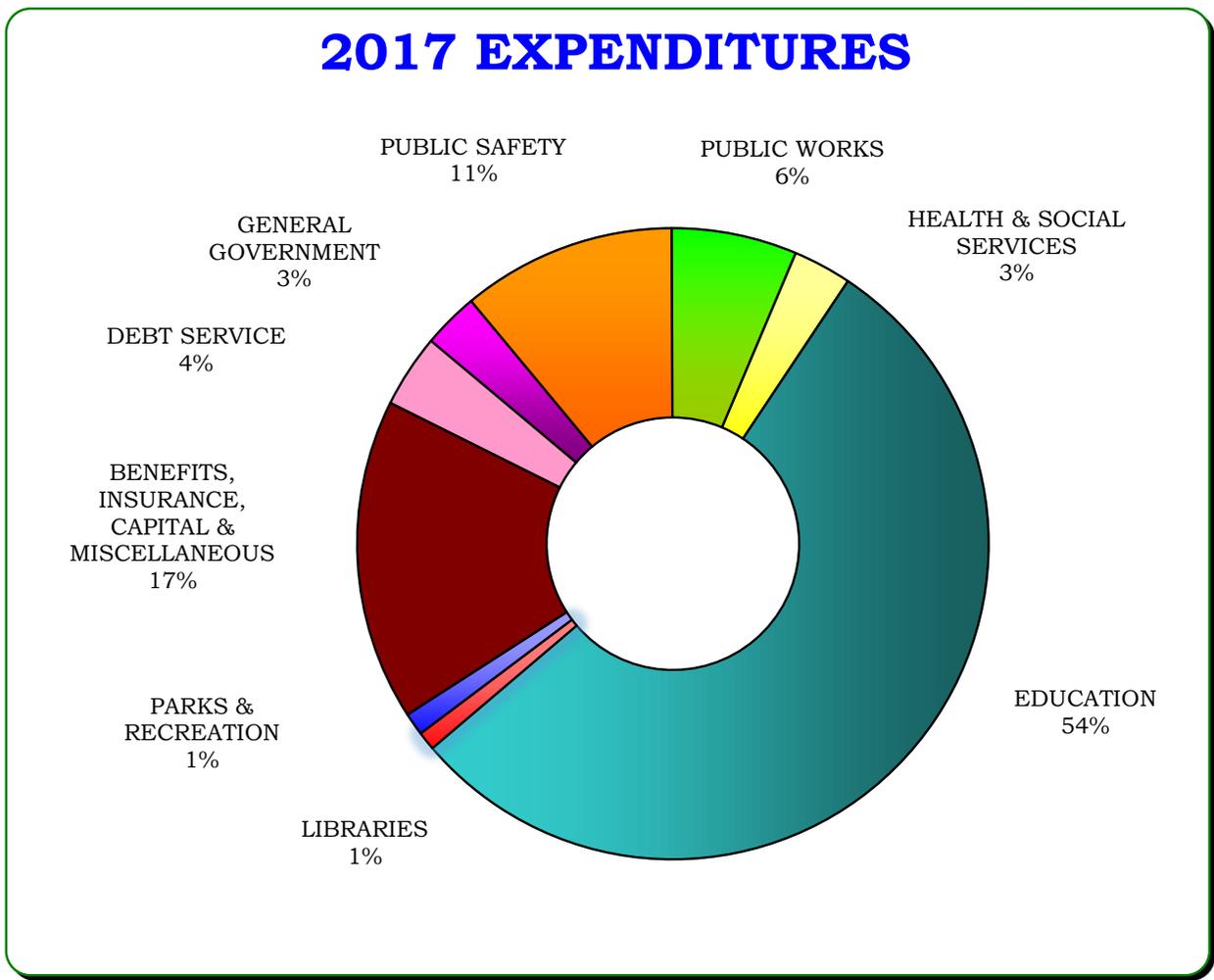


The graph above illustrates revenue for the General Fund during 2017 and 2016.

WHERE THE MONEY GOES:

For 2017, Education (City schools, teachers, administration) accounted for the largest percentage of the expenditures at \$115,560,000 or 54% of the total expenditures. Public Safety (City Fire and Police Departments) is at \$23,311,000 or 11%. Public Works (engineering, building and fleet maintenance, streets, roads and sidewalks, waste and snow removal, and street lighting) is at \$13,626,000 or 6%. General Government (Mayor, Assessor, City Clerk, Comptroller, Treasurer, Purchasing, Personnel, Technology, Corporation Counsel, Tax Collector, Registrar of Voters and so forth) total \$6,066,000 or 3%. The cost of City-wide employee benefits, general insurance, investment in infrastructure or other longer term projects and the required principal and interest payments on the City's bonds make up the remaining General Fund significant expenditures.

GENERAL FUND EXPENDITURES	2017	2016
GENERAL GOVERNMENT	\$6,066,000	\$5,866,000
PUBLIC SAFETY	23,311,000	22,549,000
PUBLIC WORKS	13,626,000	12,339,000
HEALTH & SOCIAL SERVICES	6,354,000	6,467,000
EDUCATION	115,560,000	105,975,000
LIBRARIES	2,025,000	2,073,000
PARKS & RECREATION	2,465,000	2,428,000
BENEFITS, INSURANCE, CAPITAL & MISCELLANEOUS	34,983,000	31,463,000
DEBT SERVICE	<u>7,949,000</u>	<u>8,000,000</u>
TOTAL EXPENDITURES	\$212,339,000	\$197,160,000



WHERE THE MONEY GOES

GENERAL FUND PUBLIC SAFETY EXPENDITURES

	2017	2016
POLICE DEPARTMENT	\$14,569,000	\$13,847,000
FIRE DEPARTMENT	8,050,000	8,026,000
ANIMAL CONTROL	163,000	146,000
EMERGENCY MANAGEMENT	12,000	18,000
BUILDING INSPECTION	517,000	512,000
	\$23,311,000	\$22,549,000

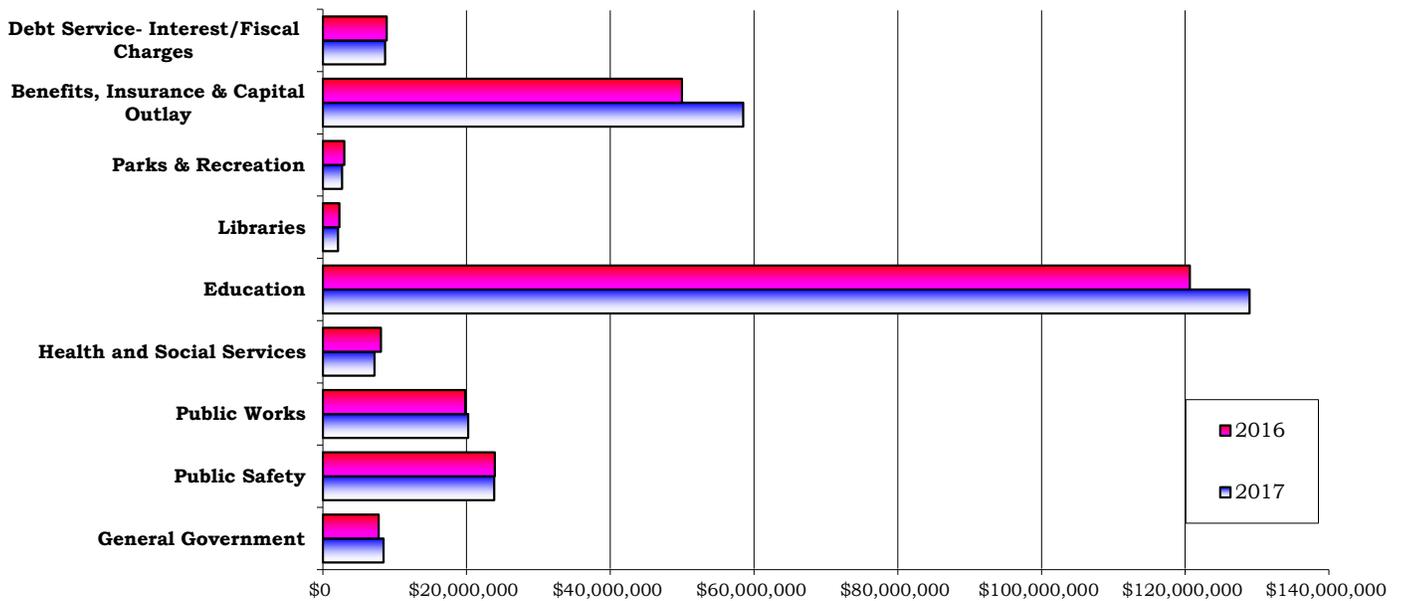


Governmental Funds Expenditures

Governmental Funds include the General Fund, Special Revenue Funds (for example, special education grants, City school lunch program, sewer operations, solid waste facility) and certain trust funds.

Total Expenditures - Governmental Funds	2017	2016
General Government	\$8,439,000	\$7,766,000
Public Safety	23,841,000	23,926,000
Public Works	20,220,000	19,802,000
Health and Social Services	7,181,000	8,079,000
Education	128,956,000	120,645,000
Libraries	2,104,000	2,299,000
Parks & Recreation	2,672,000	2,982,000
Benefits, Insurance & Capital Outlay	58,494,000	49,970,000
Debt Service- Interest/Fiscal Charges	<u>8,658,000</u>	<u>8,884,000</u>
	\$260,565,000	\$244,353,000

Expenditure Comparison - Governmental Funds



Expenditures increased during 2017 by \$16.2 million, driven primarily by increases in appropriations for education and increases in contractual arrangements for employee benefits. The majority of the other categories were consistent with prior year.

MONEY DISTRIBUTED TO THE BRISTOL SCHOOL SYSTEM

Board of Education	2017	2016
General Control	2,409,000	2,385,000
Instruction	47,256,000	45,815,000
Transportation	4,052,000	3,914,000
Operation of Plant	6,552,000	6,463,000
Maintenance of Plant	2,053,000	2,261,000
Benefits & Fixed	24,643,000	15,952,000
Athletics & Student	1,857,000	1,911,000
Capital & Technology	1,860,000	1,823,000
Special Education	24,020,000	24,623,000
Tuition	858,000	828,000
Total Board of Education	\$115,560,000	\$105,975,000



Education expenditures totaled \$115,560,000 for 2017. Of this amount, 40.9% was for Instruction; Benefits and Fixed costs were 21.3% and Special Education costs were 20.8%.

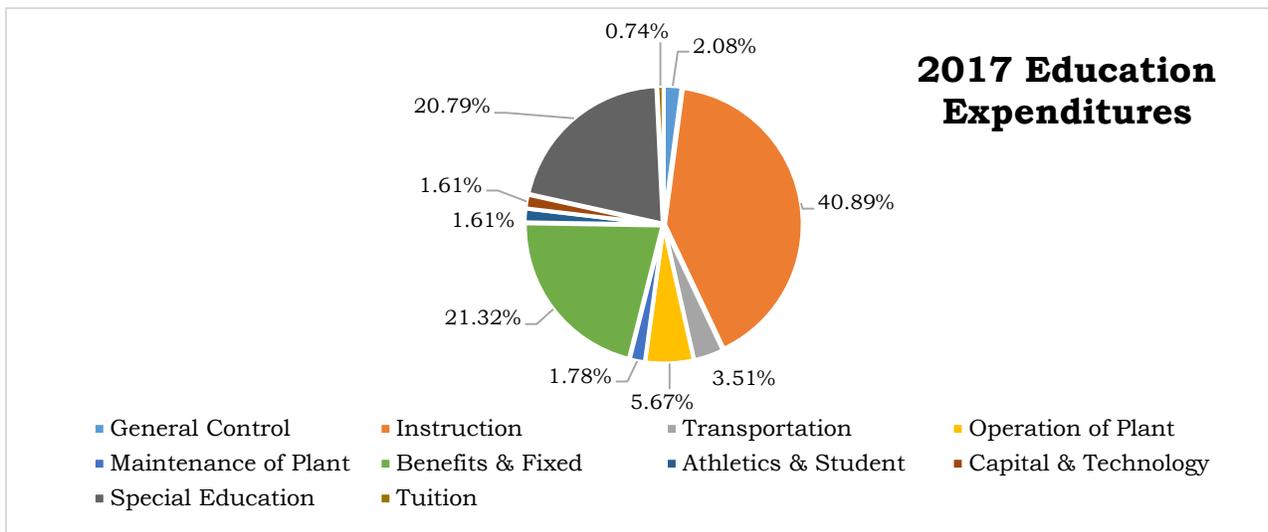
In 2017, Bristol received \$41,420,177 from the State for the educational equalization of education cost sharing.

Statistical Information

Number of high schools	2
Number of middle schools (6th, 7th and 8th)	2
Number of elementary schools	6
Number of K-8 schools	2
Number of high school students	2,310
Number of middle school students	1,239
Number of elementary students	2,474
Number of K-8 students	1,818
Number of teachers	589
Administrative and non-teaching personnel	399
Student enrollment as of 10/1/16	7,841

Board of Education Members

- Christopher Wilson, Chairman
- Karen Vibert, Vice Chairperson
- Jeff Caggiano
- Jennifer Dube
- Joe Grabowski
- Karen Hintz
- Tom O'Brien
- David Scott
- Tina Marie Taylor



SUMMARY OF CAPITAL ASSETS
for the year ended June 30, 2017
City of Bristol, Connecticut

Capital Assets are defined as property & equipment owned by the City of Bristol and purchased by each department as needed. This summary is the total dollar amount held by the City of Bristol net of depreciation as of June 30.



Category	2017	2016
Land	\$21,396,000	\$21,199,000
Land Improvements	3,323,000	5,259,000
Buildings	178,667,000	179,854,000
Equipment	22,331,000	21,841,000
Infrastructure	111,529,000	110,385,000
Construction in Progress	32,678,000	19,939,000
Total	\$369,924,000	\$358,477,000



Construction in Progress

Includes construction or projects not yet complete or not yet ready to be put into operation. This can include new buildings, new sewers or improvements, and building renovations.



Equipment

Includes the cost of all City and Departmental machinery, vehicles, office furniture, business machines, etc. that each department maintains and is responsible for.



Land and Land Improvements

Includes the total amount of land purchased and owned by the City of Bristol and any improvements to such land.



Buildings

Includes the cost of the building purchase or the cost of the building construction.

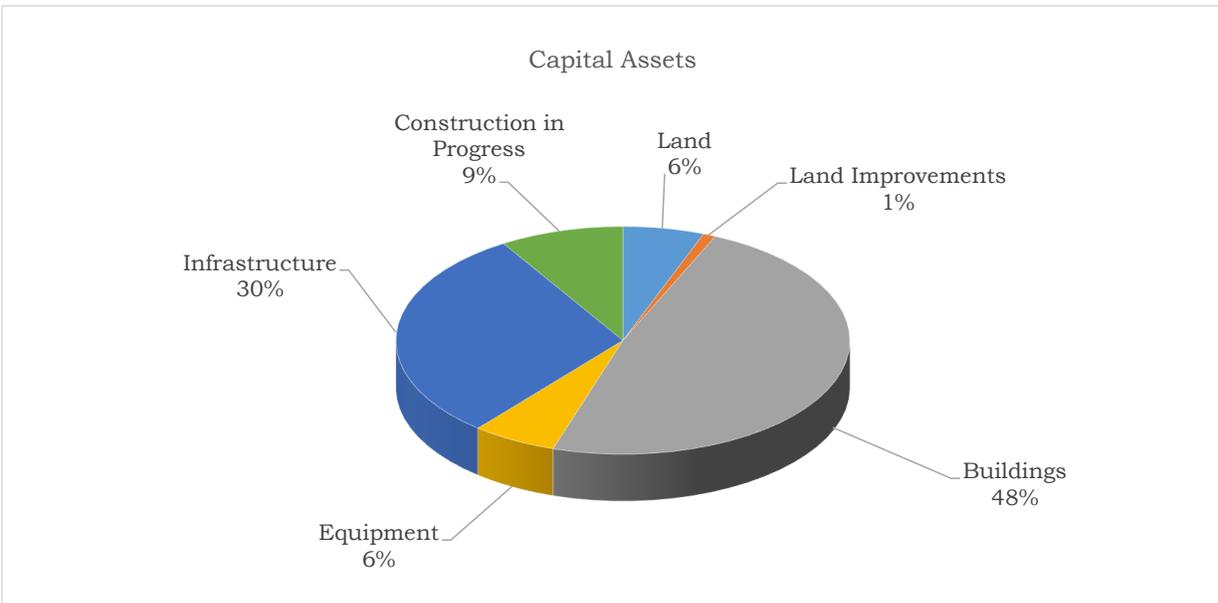


Infrastructure

Includes the cost of all roads, bridges, tunnels, drainage systems, water and sewer systems, dams, and lighting systems.

Capital Asset Activity

	2017	2016
Beginning Balance	\$ 358,477,000	\$ 356,079,000
Purchased	27,399,000	38,291,000
Disposed	(356,000)	(20,496,000)
Depreciation	(15,596,000)	(15,397,000)
Ending Balance	\$ 369,924,000	\$ 358,477,000



Glossary

Benefits

Cash is the amount of physical cash held by the City of Bristol in checking accounts and on hand for the purpose of paying expenses.

Investments are made up of funds that are not needed to be held to pay expenses, so the City Treasurer can invest these funds in a variety of accounts. By investing these funds, the City of Bristol earns interest on its surplus cash.

Receivables represent the amounts which are owed to the City of Bristol and are expected to be paid to the City over the course of the next twelve months.

Capital Assets include all streets, street improvements, sidewalks, sewer lines, storm drains and bridges and property and equipment which represents the furniture, equipment, vehicles, land, buildings, that provide an economic benefit of greater than one year.

Deferred Outflows, Net Deferred outflows represent a portion of net equity that applies to a future period and is primarily related to changes in pension experience and assumptions. These amounts are included in pension expense in a systematic and rational manner.

Burdens

Amounts Owed to Employees and Vendors are those items that the City of Bristol owes to individuals and companies who supply services or goods and the expected payment is to be made within twelve months.

City of Bristol, Connecticut Popular Annual Financial Report Financial Position Statement



Summary

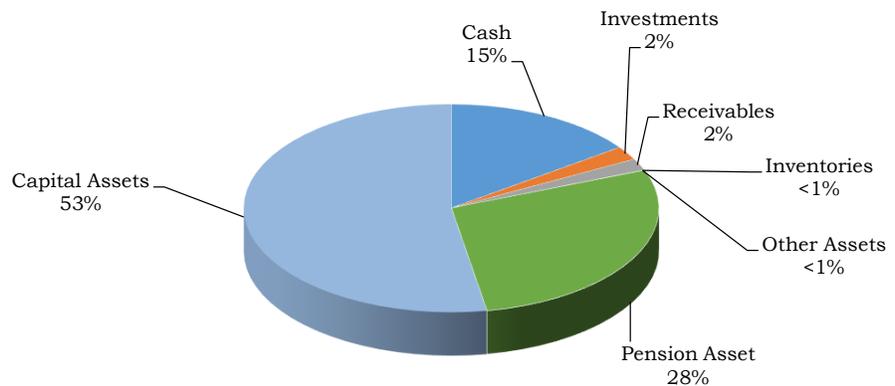
The Financial Position, known as the "Balance Sheet" in basic accounting terms, provides a picture of the City of Bristol's financial position at the end of the fiscal year.

CITY OF BRISTOL Financial Position Statement

Financial Benefits

	2017	2016
Cash	\$105,627,000	\$87,215,000
Investments	14,928,000	13,011,000
Receivables	12,872,000	13,188,000
Inventories	301,000	321,000
Other Assets	7,000	13,000
Pension Asset	197,717,000	178,505,000
Capital Assets	369,923,000	358,477,000
Total Financial Benefits	\$701,375,000	\$650,730,000
Deferred Outflows, Net	\$39,005,000	\$68,868,000
Financial Burdens		
Amount Due to Employees and Vendors	\$12,839,000	\$17,843,000
Debt and Other Long Term Liabilities	156,330,000	133,929,000
Other Liabilities	12,788,000	10,696,000
Total Financial Burdens	\$181,957,000	\$162,468,000
Equity and Other Credits	\$558,423,000	\$557,130,000

Financial Benefits



**City of Bristol, Connecticut
Popular Annual Financial Report
Debt and Other Long Term Liabilities**

Glossary

Burdens (continued)

Short and Long-term debt represent the amount that the City of Bristol borrows for certain projects that it undertakes. The difference between short and long term debt is that short term debt is paid back within one year and long term debt is paid back over a period of years.

Bonds and Loans Payable is the long-term debt owed by the City.

Compensated Absences are liabilities for accumulated sick and vacation time that are payable to employees upon termination.

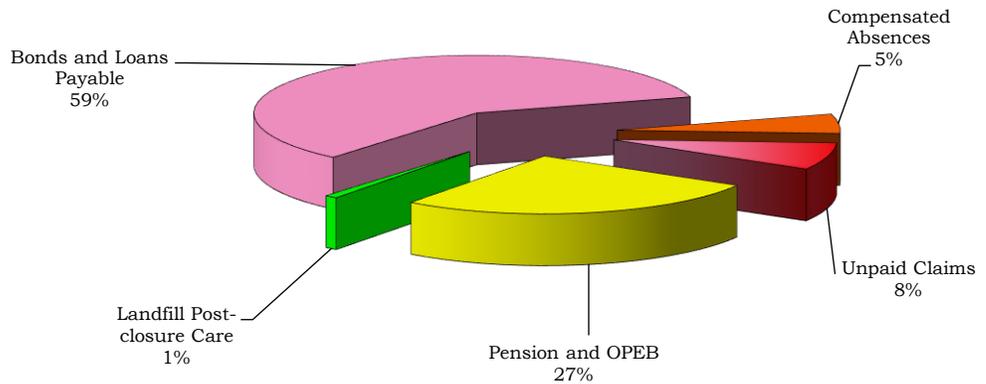
Unpaid Claims are the open Workers' Compensation and health insurance claims at fiscal year end.

Other Post-Employment Benefits are benefits other than pension, such as retiree healthcare. The amount is actuarially determined and included as a liability of the City.

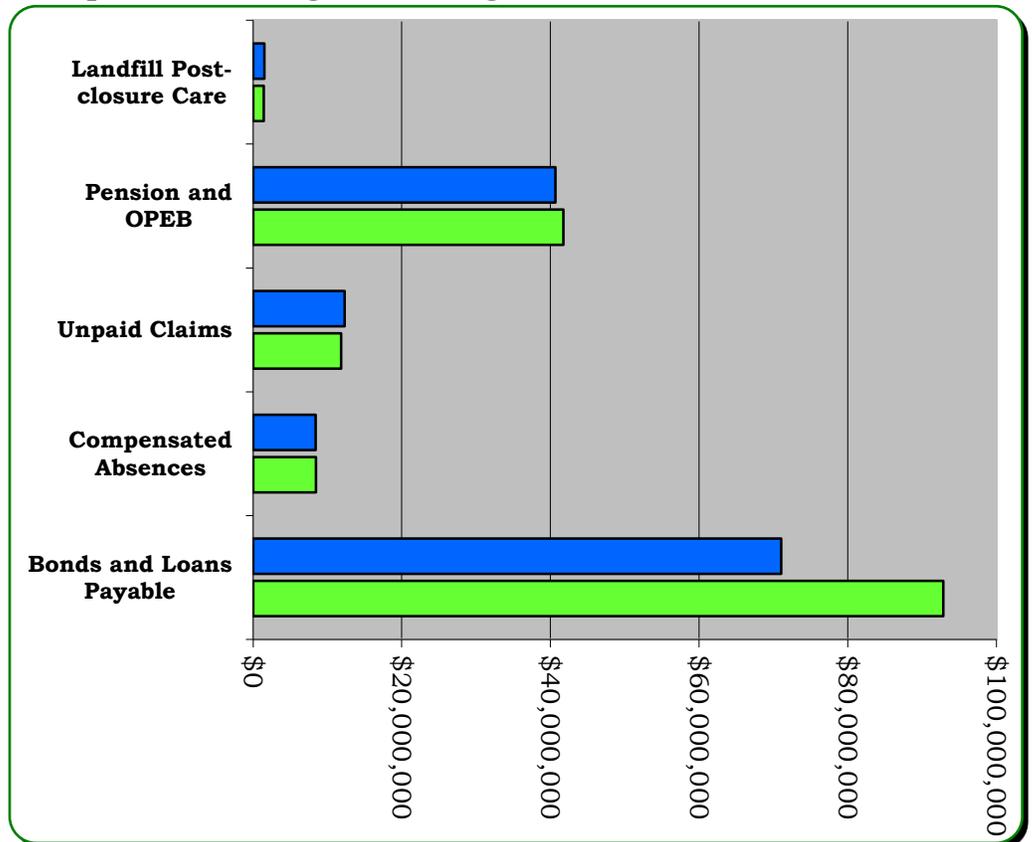
Landfill Post-closure Care is an estimated liability to monitor and maintain the landfill during the postclosure period.

	<u>2017</u>	<u>2016</u>
Bonds and Loans Payable	\$92,839,000	\$71,070,000
Compensated Absences	8,459,000	8,400,000
Unpaid Claims	11,832,000	12,301,000
Pension and OPEB	41,760,000	40,657,000
Landfill Post-closure Care	<u>1,440,000</u>	<u>1,501,000</u>
Total	\$156,330,000	\$133,929,000

**2017
Long-Term Obligations**



Comparison of Long-Term Obligations



CITY OF BRISTOL, CONNECTICUT
2017 MISCELLANEOUS INFORMATION

Date of incorporation

1911

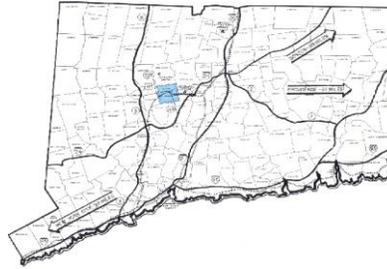
Form of Government

Mayor/Council

Area of City

Latitude
 Longitude
 Elevation

26.6 square miles
 N41 40' 23"
 W72 56' 49"
 310' above sea level



Roads/Sidewalks and Sewers

Miles of streets - State Hwys. included
 Storm Sewers
 Miles of sanitary sewers
 Number of street lights

255.8 miles
 197.4 miles
 245.1
 5,508

City Employees

Number of full-time City employees
 Number of Board of Education full-time employees

505
 1,066

Elections:

Number of registered voters
 Number of votes cast in:
 Last State election
 Last municipal election

31,241
 17,835
 12,106

Percent of registered voters voting in:

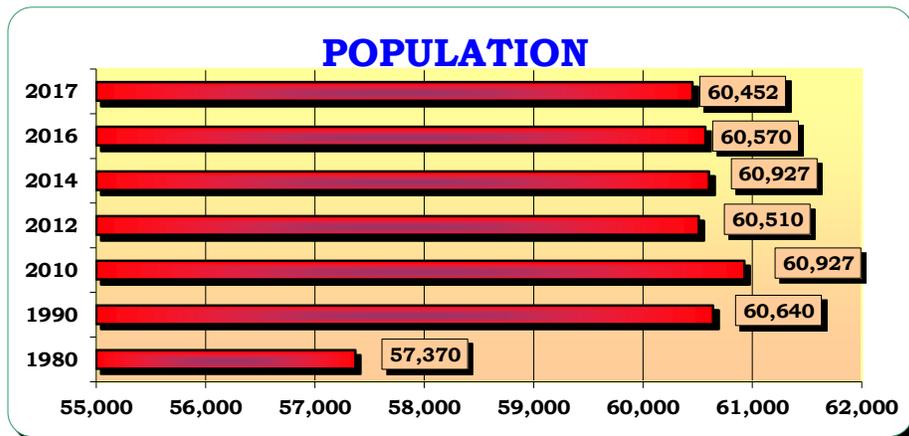
 Last State election
 Last municipal election

56%
 39%

Parks and Recreation:

Number of parks and public squares
 Playgrounds
 Swimming pools, outdoor
 Swimming pools, indoor
 Outdoor ice-skating facilities
 Lighted tennis courts
 Tennis courts
 Ball diamonds:
 Hardball (1 lighted)
 Softball (1 lighted)
 Little League
 Basketball courts
 Volleyball courts
 Fishing areas
 Stadium
 Soccer fields
 Horseshoe pits
 Ropes Challenge Course
 Spray parks

17
 8
 2
 1
 5
 5
 14
 4
 6
 14
 6
 6
 7
 1
 2
 2
 1
 3



The population trend shown above indicates that Bristol currently has 60,452 people living within its boundaries.



**City of Bristol Comptroller's Office
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