

*John Smith, Chairperson
Mayor Jeffrey Caggiano
Glenn Heiser
Craig Kazemekas
Mark Whitford*



*Marie O'Brien, Vice Chairperson
Ron Burns
Jon Mace
David Maikowski*

**City of Bristol
Board of Finance**

February 24, 2022

Ladies and Gentlemen:

The Board of Finance will hold a **Budget Hearing** on **Thursday, March 2, 2023** at 6:00 p.m in City Hall West Meeting Room 1, 131 North Main Street, Bristol, Connecticut. *No votes will be taken.*

Agenda

1. Call to order
2. Public Participation
3. Budget Reviews of the following Departments:
 - Parks, Recreation, Youth and Community Services
 - Pine Lake Adventure Park
 - Library
4. Adjournment

PER ORDER OF THE CHAIRPERSON
John E. Smith

A handwritten signature in cursive script, appearing to read "Diane M. Waldron".

Diane M. Waldron
Comptroller

INFORMATION TO ACCESS THIS MEETING

<https://bristolct-gov.zoom.us/j/83403921047?pwd=WkZhN052YlVXTFRhM3RjMnd2VmtTUT09>

Meeting ID: 834 0392 1047
Passcode: 12345

CITY OF BRISTOL, CONNECTICUT

2023-2024 BUDGET

BUDGET HEARING #2

PAGE	ORG CODE	DEPARTMENT	2023 ORIGINAL BUDGET	2024 BUDGET REQUEST	REQUEST \$ INCREASE/ (DECREASE)	REQUEST % INCREASE/ (DECREASE)
1-10	0017021	PARKS ADMINISTRATION	545,040	606,025	60,985	11.19%
11-19	0017022	PARKS GROUNDS & FACILITIES	1,581,240	1,840,560	259,320	16.40%
20-25	0017023	RECREATION	632,810	638,030	5,220	0.82%
26-32	0017024	AQUATICS	786,405	909,360	122,955	15.64%
33-39	0017025	YOUTH AND COMMUNITY SERVICES	445,410	473,105	27,695	6.22%
		TOTAL PRYCS	\$ 3,990,905	\$ 4,467,080	\$ 476,175	11.93%
40-45	FUND 132	PINE LAKE ADVENTURE PARK	\$ 53,195	\$ 60,195	\$ 7,000	13.16%
46-60	0016010	MAIN LIBRARY	1,969,060	2,039,870	70,810	3.60%
61-62	0016011	CHILDREN'S LIBRARY	59,000	59,000	0	0.00%
63-66	0016012	MANROSS LIBRARY	415,005	435,870	20,865	5.03%
67-70	0016014	LIBRARY TRUST	35,130	35,610	480	1.37%
		TOTAL LIBRARIES	\$ 2,478,195	\$ 2,570,350	\$ 92,155	3.72%



NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET FOR PERIOD 99

ACCOUNTS FOR:	2022 ACTUAL	2023 ORIG BUD	2023 REVISED BUD	2023 ACTUAL	2023 PROJECTION	2024 REQUEST	PCT CHANGE
PARKS ADMINISTRATION							
TOTAL PARKS ADMINISTRATION	577,021.67	545,040.00	836,508.64	451,811.04	645,263.00	606,025.00	11.2%
TOTAL PARKS GROUNDS & FACILI	1,493,005.36	1,581,240.00	1,581,393.30	1,033,303.88	1,617,915.00	1,840,560.00	16.4%
TOTAL RECREATION	442,448.03	632,810.00	632,810.00	380,122.60	610,754.00	638,030.00	.8%
TOTAL AQUATICS	824,619.92	786,405.00	786,405.00	602,922.78	798,078.00	909,360.00	15.6%
TOTAL YOUTH & COMMUNITY SERV	412,746.79	445,410.00	452,387.00	357,782.24	580,981.00	473,105.00	6.2%
GRAND TOTAL	3,749,841.77	3,990,905.00	4,289,503.94	2,825,942.54	4,252,991.00	4,467,080.00	11.9%

** END OF REPORT - Generated by Jodi McGrane **

CITY OF BRISTOL
FISCAL YEAR 2023-2024 OPERATING BUDGET
PRELIMINARY BUDGET NARRATIVE AND ANALYSIS

Department: Parks, Recreation, Youth and Community Services Org: 0017021

Division: Parks Administration

Fiscal Year 2023 Goals and Accomplishments:

- Developed and published the department's first ever Annual Report which showcases the accomplishments and community impacts over the calendar year.
- Launched an interactive Parks Project Portal which allows residents to view active projects and provide real time feedback to ensure their voices are part of the development process.
- Completed over a dozen park improvement projects including the City of Bristol's first completed American Rescue Plan funded project with the grand opening of the Rockwell Fitness Park.
- Continued to complete goals and objectives as defined by the 2022-2024 Parks, Recreation, Youth and Community Services Strategic Action Plan; advancing the work prioritized in the resident-driven 2020 City Wide Parks Master Plan.
- Significant progress was made in the planning and design phases for several major capital improvement projects including Page Park Revitalization, Perry Spinelli Pavilion phase 2, Pine Lake improvements and more.
- Superintendent Dr. Josh Medeiros was named Outstanding Professional of the Year by the Connecticut Recreation and Parks Association. The award is one of the state association's top awards honoring professionals that have made outstanding contributions, over a period of 10 years or more, to the recreation and park field.
- Deputy Superintendent Sarah Larson participated in "Inspiring Insights from Leaders in the Field" at the National Recreation and Parks Association Annual Conference, a panel discussion amongst trailblazing females in the profession.
- Continued to develop new policies in alignment with Commission for Accreditation of Park and Recreation Agencies (CAPRA) Accreditation including a formal Inclusion Process.

Summary of Fiscal Year 2023-2024 Request:

- Consolidated 51 High Street Building related expenses out of the Youth and Community Services Division budget and into the Administration budget for efficiencies as a result of the administrative offices permanently remaining at 51 High Street.
- Eliminated the part-time wages account supporting the Park Ambassador program as the Board of Park Commissioners voted to pursue a 3rd party security company instead.

Fiscal Year 2024 Goals:

- Continue to make progress in completing goals and objectives defined in the 2022-2024 Strategic Action Plan.
- Break ground and complete projects including the Perry J. Spinelli Phase 2 renovations, Kern Park site improvements, and the Page Park Revitalization project to advance the priorities of the 2020 City Wide Parks Master Plan.
- Continue to develop policies in alignment with CAPRA Accreditation to help improve department operations, best practices, and future accreditation.

Long Term Goals:

- Reduce the City's reliance on the trust funds for the operational budget in order to revitalize the park system and internally support capital improvement projects.
- Secure and maintain CAPRA (Commission for the Accreditation of Parks and Recreation Agencies) national accreditation by engaging in an in depth self-assessment of the department, the respective divisions, and the role of Parks, Recreation, Youth and Community Services in the community.
- Achieve long-term sustainability for annual giving campaigns in order to build up the Friends of Bristol Parks and Recreation Fund and eventually transition this to a Friends of Non-Profit.
- Complete the park improvements and ADA transition work outlined in the 2020 City Wide Parks Master Plan. Engage in a new master plan in 2030 to establish priorities for the next decade.
- Ensure every resident feels welcome and has access to great parks, recreation, youth and community services; inclusive of age, ability, ethnicity, gender, sexual orientation and socio-economic status.



NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:			2022	2023	2023	2023	2023	2024	PCT
PARKS ADMINISTRATION			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUEST	CHANGE
0017021	480003	PARK TRUST	-682,141.56	-400,000.00	-400,000.00	-252,301.11	-400,000.00	-400,000.00	.0%
0017021	480004	PK GOODSEL	-19,615.00	-23,330.00	-23,330.00	-20,050.00	-23,330.00	-23,330.00	.0%
TOTAL PARKS ADMINISTRATION			-701,756.56	-423,330.00	-423,330.00	-272,351.11	-423,330.00	-423,330.00	.0%

NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
PARKS ADMINISTRATION

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
480003 PARK TRUST FUNDS			
0017021 480003 -			
PAGE DEWITT, PAGE MAY ROCKWELL, PECK PARK, ROCKWELL PLAYGROUND, AND MEMORIAL BOULEVARD	1.00	400,000.00	-400,000.00 * -400,000.00
480004 PARK TRUST GOODSSELL INCOME			
0017021 480004 -			
SAMUEL GOODSSELL PARK AND PLAYGROUND FUND	1.00	23,330.00	-23,330.00 * -23,330.00
TOTAL PARKS ADMINISTRATION		-423,330.00	



NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET FOR PERIOD 99

ACCOUNTS FOR:			2022	2023	2023	2023	2023	2024	PCT
PARKS ADMINISTRATION			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUEST	CHANGE
0017021	514000	REG WAGES	419,796.93	406,940.00	406,940.00	226,650.27	376,762.00	401,460.00	-1.3%
0017021	515100	OVERTIME	3,067.77	6,000.00	6,000.00	2,745.74	6,000.00	6,000.00	.0%
0017021	515200	PARTTIME	9,149.92	19,000.00	19,000.00	2,986.45	2,987.00	41,385.00	117.8%
0017021	517000	OTHER WAGE	.00	.00	.00	2,250.00	2,250.00	.00	.0%
0017021	531000	PROF FEES	.00	.00	.00	.00	.00	28,080.00	.0%
0017021	541000	UTILITIES	.00	.00	.00	.00	.00	11,000.00	.0%
0017021	541100	WATER SEWR	.00	.00	.00	.00	.00	800.00	.0%
0017021	543000	REP & MAIN	.00	.00	.00	.00	.00	1,500.00	.0%
0017021	552100	LIAB INS	65,548.58	73,000.00	73,000.00	66,365.25	66,366.00	73,000.00	.0%
0017021	553000	TELEPHONE	3,768.93	4,100.00	4,100.00	4,100.00	4,100.00	4,000.00	-2.4%
0017021	553100	POSTAGE	360.34	750.00	750.00	197.79	750.00	600.00	-20.0%
0017021	554000	TRAV REIMB	579.88	250.00	250.00	202.00	202.00	.00	-100.0%
0017021	557700	ADVERTISNG	6,756.34	8,000.00	6,500.00	2,854.99	8,000.00	8,000.00	.0%
0017021	561800	PROG SUPPL	2,614.19	2,500.00	2,500.00	2,029.64	2,500.00	2,500.00	.0%
0017021	562200	NATURALGAS	.00	.00	.00	.00	.00	3,200.00	.0%
0017021	569000	OFFIC SUPL	2,051.73	2,000.00	2,000.00	1,632.96	2,000.00	2,000.00	.0%
0017021	581120	CONF & MEM	7,448.93	7,500.00	9,000.00	7,880.45	8,346.00	7,500.00	.0%
0017021	583120	ARTS&CULTR	24,667.16	15,000.00	15,000.00	3,308.38	15,000.00	15,000.00	.0%
0017021	589100	MISC	31,210.97	.00	291,468.64	128,607.12	150,000.00	.00	.0%
TOTAL PARKS ADMINISTRATION			577,021.67	545,040.00	836,508.64	451,811.04	645,263.00	606,025.00	11.2%



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:

PARKS ADMINISTRATION

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
514000 REGULAR WAGES & SALARIES			
0017021 514000 -			401,460.00 *
SUPERINTENDENT OF PRYCS	1.00	167,425.00	167,425.00
ASSISTANT TO THE SUPERINTENDENT OF PRYCS	1.00	60,645.00	60,645.00
DEPUTY SUPERINTENDENT OF PRYCS	1.00	96,655.00	96,655.00
COMMUNITY ENGAGEMENT COORDINATOR	1.00	76,735.00	76,735.00
515100 OVERTIME WAGES & SALARIES			
0017021 515100 -			6,000.00 *
RECORDING SECRETARY WAGES FOR BOARD OF PARK COMMISSIONERS, YOUTH COMMISSION, ARTS & CULTURE COMMISSION, AND VARIOUS OTHER SUBCOMMITTEES	1.00	6,000.00	6,000.00
515200 PARTTIME WAGES & SALARIES			
0017021 515200 -			41,385.00 *
ARTS & CULTURE SUPERVISORNB CODE 4 PREVIOUSLY FT POSITION, DOWNGRADED TO PT (18.75 HOURS PER WEEK, NON-BENEFITED)	1.00	41,385.00	41,385.00
PARK AMBASSADOR	.00	.00	.00
ELIMINATED PARK AMBASSADOR PROGRAM AND REPLACED WITH SECURITY SERVICES IN PROFESSIONAL FEES			
531000 PROFESSIONAL FEES & SERVICES			
0017021 531000 -			28,080.00 *
ROCKWELL PARK SECURITY SERVICES	1.00	28,080.00	28,080.00
ADDITION OF PROFESSIONAL FEES LINE ITEM TO COUNTER THE REMOVAL OF PART TIME WAGES LINE ITEM:			
\$26/HR. X 60 HRS. PER WEEK X 18 WEEKS =			\$28,080

NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:

PARKS ADMINISTRATION

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
541000 PUBLIC UTILITIES			
0017021 541000 -			
ELECTRICITY FOR BPRYCS OFFICE FACILITY LINE ITEM TRANSFERRED FROM YCS BUDGET, AS 51 HIGH ST IS NOW THE ADMINISTRATIVE OFFICE LOCATION; BASED ON USAGE TRENDS	1.00	11,000.00	11,000.00 * 11,000.00
541100 WATER & SEWER CHARGES			
0017021 541100 -			
WATER & SEWER CHARGES FOR BPRYCS OFFICE FACILITY LINE ITEM TRANSFERRED FROM YCS BUDGET, AS 51 HIGH ST IS NOW THE ADMINISTRATIVE OFFICE LOCATION	1.00	800.00	800.00 * 800.00
543000 REPAIRS & MAINTENANCE			
0017021 543000 -			
BPRYCS OFFICE BUILDING REPAIRS, FIRE AND ALARM CONTROLS, AND PEST CONTROL LINE ITEM TRANSFERRED FROM YCS BUDGET, AS 51 HIGH ST IS NOW THE ADMINISTRATIVE OFFICE LOCATION	1.00	1,500.00	1,500.00 * 1,500.00
552100 LIABILITY INSURANCE			
0017021 552100 -			
DEPARTMENT COST SHARE OF CITY LIABILITY INSURANCE 10% INCREASE PER COMPTROLLERS	1.00	73,000.00	73,000.00 * 73,000.00
553000 TELEPHONE			
0017021 553000 -			
TELEPHONE SERVICE FOR BPRYCS OFFICE, DMAC, ROCKWELL MAITENANCE BUILDING, AND MUZZY FIELD REDUCED BASED ON SPENDING TRENDS	1.00	4,000.00	4,000.00 * 4,000.00

NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:

PARKS ADMINISTRATION

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
553100 POSTAGE			
0017021 553100 -			600.00 *
MISCELLANEOUS MAILINGS AND POSTAL CHARGES	1.00	600.00	600.00
REDUCED BASED ON SPENDING TRENDS			
557700 ADVERTISING			
0017021 557700 -			8,000.00 *
DEPARTMENT ADVERTISING, PRINTING, TRAIL MAPS, BROCHURES, AND JOB POSTINGS	1.00	8,000.00	8,000.00
561800 PROGRAM SUPPLIES			
0017021 561800 -			2,500.00 *
ADMINISTRATIVE STAFF APPAREL AND OUTREACH SUPPLIES	1.00	2,500.00	2,500.00
562200 NATURAL GAS			
0017021 562200 -			3,200.00 *
NATURAL GAS FOR BPRYCS OFFICE BUILDING LINE ITEM TRANSFERRED FROM YCS BUDGET AS 51 HIGH ST IS NOW THE ADMINISTRATIVE OFFICE LOCATION	1.00	3,200.00	3,200.00
569000 OFFICE SUPPLIES			
0017021 569000 -			2,000.00 *
OFFICE SUPPLIES FOR BPRYCS OFFICE, DMAC, AND ROCKWELL MAITENANCE BUILDING	1.00	2,000.00	2,000.00
581120 CONFERENCES & MEMBERSHIPS			
0017021 581120 -			7,500.00 *
CT PARKS AND CRPA MEMBERSHIPS AND WORKSHOPS, NRPA MEMBERSHIP, AND NRPA BOARD TRAVEL EXPENSES	1.00	7,500.00	7,500.00



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
PARKS ADMINISTRATION

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
583120 ARTS & CULTURE COMM			
0017021 583120 - ARTS & CULTURE COMMISSION SPECIAL PROJECTS (MURALS, SCULPTURES, ETC.)	1.00	15,000.00	15,000.00 * 15,000.00

TOTAL PARKS ADMINISTRATION 606,025.00

CITY OF BRISTOL
FISCAL YEAR 2023-2024 OPERATING BUDGET
PRELIMINARY BUDGET NARRATIVE AND ANALYSIS

Department: Parks, Recreation, Youth and Community Services Org: 0017022

Division: Parks, Grounds, and Facilities Maintenance Division

Fiscal Year 2023 Goals and Accomplishments:

- In conjunction with Administration, established and rolled out a Memorandum of Understanding with the Environmental Learning Centers of CT to maintain and care for the Pigeon Hill Preserve which expands access to over 60 acres of passive recreation.
- Assisted with the site preparations for new recreational amenities including the Rockwell Park Fitness Pad and a new playground at Stocks/Casey Field.
- Landscape Gardener, Steven Schriver, designed and installed a new urban garden to replace the long standing blighted tennis courts at the Veterans Memorial Boulevard.
- Renovated ballfields during off season including Page, Mix Street Field and Riley Field.

Summary of Fiscal Year 2023-2024 Request:

- Budget request remains status quo with slight increases tied to contractual increases for regular wages, financial forecasting from Purchasing, and the minimum wage increases as dictated by the state.
- Transferred motor fuel account for the youth services vans into the Parks, Grounds and Facilities budget for efficiency and management of department's fleet. Anticipating decreases in motor fuel as a result of a new low mow program and concentration of reducing idling as a result of the Samsara Fleet Management program.

Fiscal Year 2024 Goals:

- Continue to establish and strengthen park maintenance policies and procedures as established in the 2022-2024 Strategic Action Plan in order to comply with industry standards, best practices and CAPRA Requirements.
- Continue to provide opportunities for parks staff to improve skills through training, certification and professional development opportunities.
- Continue to monitor and manage aging and deceased trees using dedicated funds to address high priority trees.
- Implement work order system in alignment with Strategic Action Plan Goals in order to improve efficiencies, increase productivity and schedule preventive maintenance.

Long Term Goals:

- Engage in preventive maintenance plans in order to ensure the longevity of community park assets.
- Develop comprehensive park specific operation manuals for each facility and park by the season in order to streamline seasonal maintenance and to evaluate the resources needed to successfully maintain each facility.
- Continue to engage in collaborative conversations with the Board of Education and other stakeholders surrounding the maintenance and coordination of athletic fields across the city. Increased demands in all youth sports programming is going to continue to put pressures on all fields. Sustainable methods should be examined, taking into consideration costs and capacity to maintain and upkeep fields.



Subject: Request to add (2) FTE Park Maintainers to the Parks, Grounds & Facilities Division
From: Dr. Joshua Medeiros, Superintendent of Parks, Recreation, Youth and Community Services and the Board of Park Commissioners
To: Comptroller's Office, Board of Finance, and Human Resources
Date Issued: 12/21/2022

On December 21, 2022, at the regular meeting of the Board of Park Commissioners, commissioners voted to request the addition of (2) full-time Park Maintainers as part of the FY 23-24 budget request. The request comes in light of the current work load being performed by the Parks, Grounds and Facilities Maintenance Division as well as anticipated increases to the workload in the near future as a result of additional park acquisitions.

Presently the Parks, Grounds and Facilities Division is operated with (17) FTE for maintenance, care, and upkeep of nearly 800 acres of public parks with a diverse range of amenities from splash parks (3), indoor and outdoor pools (3), ballfields and courts (52), and more.

According to the National Recreation and Parks Association *2022 Agency Performance Report*:

- Agencies serving communities with populations of 50,000-99,999 have a median average of 64.1 FTEs (BPRYCS has 38.5 FTEs)
- Agencies maintaining 250 acres or fewer have a median average of 19.3 FTEs (BPRYCS has approximately 800 acres with 17 FTEs in parks, grounds, and facilities which puts us shy 40 FTEs compared to national median)

BPRYCS is significantly below the national median and continues to add more parkland acquisition to its acres including nearly 60 acres at Pigeon Hill Preserve, reverting BAIMS field back to Parks control, and an anticipated Downtown Green to name a few. The increased use since Covid-19 and level of investment the city is making in its public parks require manpower to maintain to a level of standard expected by the Bristol community.

While the Board recognizes it is not fiscally reasonable to ask for that level of an FTE increase, we are requesting the addition of (2) Park Maintainers for FY 23-24; anticipated cost of approximately \$106,572 (\$53,286 per maintainer + benefits).

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



NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:			2022	2023	2023	2023	2023	2024	PCT
PARKS GROUNDS & FACILITIES			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUEST	CHANGE
0017022	450311	MUZZY RENT	-29,488.24	-30,000.00	-30,000.00	-14,142.50	-19,100.00	-30,000.00	.0%
0017022	450321	RENTALS	-15,026.50	-20,500.00	-20,500.00	-9,835.00	-20,500.00	-20,700.00	1.0%
0017022	450322	CONCES/MIS	-7,504.00	-7,000.00	-7,000.00	.00	-7,000.00	-7,000.00	.0%
0017022	450400	CHG SVCS	-175.00	-400.00	-400.00	-100.00	-100.00	.00	-100.0%
TOTAL PARKS GROUNDS & FACILI			-52,193.74	-57,900.00	-57,900.00	-24,077.50	-46,700.00	-57,700.00	-.3%



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:

PARKS GROUNDS & FACILITIES

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
450311 MUZZY FIELD RENTALS			
0017022 450311 -			
RENTAL CHARGES FOR MUZZY FIELD RENTALS AND ANNUAL BRISTOL BLUES CONTRACT	1.00	30,000.00	-30,000.00 * -30,000.00
450321 RENTALS			
0017022 450321 -			
RENTAL CHARGES FOR PARK PAVILIONS, BALL FIELDS, BANNERS, AND COURTS INCREASED DUE TO THE COMBINING OF BANNER CHARGES AND ADDITION OF COURT RENTALS	1.00	20,700.00	-20,700.00 * -20,700.00
450322 CONCESSION & MISC			
0017022 450322 -			
ANNUAL CONTRACT FEES FOR PARK ICE CREAM AND FOOD TRUCKS	1.00	7,000.00	-7,000.00 * -7,000.00
TOTAL PARKS GROUNDS & FACILITIES			-57,700.00



NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET FOR PERIOD 99

ACCOUNTS FOR:			2022	2023	2023	2023	2023	2024	PCT
PARKS GROUNDS & FACILITIES			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUEST	CHANGE
0017022	514000	REG WAGES	974,624.42	1,028,670.00	1,028,670.00	591,574.54	1,022,045.00	1,044,260.00	1.5%
0017022	515100	OVERTIME	120,878.55	112,000.00	112,000.00	57,037.89	112,000.00	120,000.00	7.1%
0017022	515200	PARTTIME	24,991.30	50,500.00	50,500.00	18,534.24	45,000.00	69,800.00	38.2%
0017022	517000	OTHER WAGE	.00	.00	.00	1,000.00	1,000.00	.00	.0%
0017022	541000	UTILITIES	85,084.79	73,000.00	73,000.00	72,700.09	73,000.00	78,000.00	6.8%
0017022	541100	WATER SEWR	45,831.14	45,000.00	45,000.00	66,000.00	85,000.00	45,000.00	.0%
0017022	542140	REFUSE	13,155.44	16,000.00	16,000.00	16,464.40	17,000.00	16,000.00	.0%
0017022	543000	REP & MAIN	53,176.92	54,000.00	54,153.30	30,519.18	54,000.00	60,000.00	11.1%
0017022	543100	MV SERVICE	7,560.98	15,000.00	15,000.00	8,887.50	15,000.00	15,000.00	.0%
0017022	561400	MAINT SUPL	91,052.32	92,000.00	92,000.00	94,678.02	97,000.00	95,000.00	3.3%
0017022	562100	HEATINGOIL	13,137.30	16,400.00	16,400.00	16,400.00	16,400.00	18,000.00	9.8%
0017022	562600	MOT FUELS	26,905.62	36,170.00	36,170.00	21,163.86	36,170.00	37,000.00	2.3%
0017022	563000	MOT VEH PT	21,079.02	21,000.00	21,000.00	20,948.16	22,000.00	21,000.00	.0%
0017022	563100	TIRES	2,015.03	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	.0%
0017022	570905	SMALLEQUIP	7,980.48	10,000.00	10,000.00	8,700.00	10,000.00	10,000.00	.0%
0017022	579999	2024 CAPIT	.00	.00	.00	.00	.00	200,000.00	.0%
0017022	581120	CONF & MEM	3,332.55	4,000.00	4,000.00	4,796.00	4,800.00	4,000.00	.0%
0017022	581200	VANDALISM	2,199.50	4,000.00	4,000.00	400.00	4,000.00	4,000.00	.0%
TOTAL PARKS GROUNDS & FACILI			1,493,005.36	1,581,240.00	1,581,393.30	1,033,303.88	1,617,915.00	1,840,560.00	16.4%

NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
PARKS GROUNDS & FACILITIES

514000 REGULAR WAGES & SALARIES

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
0017022 514000 -			1,044,260.00 *
PARKS GROUNDS & FACILITIES SUPERVISOR BPSA	1.00	93,345.00	93,345.00
ASSISTANT PARKS GROUNDS & FACILITIES SUPERVIS	1.00	84,975.00	84,975.00
GROUP LEADERS	2.00	64,102.00	128,204.00
SKILLED UTILITY CRAFTSPERSONS	2.00	64,102.00	128,204.00
HEAVY TRUCK DRIVER	1.00	57,984.00	57,984.00
LANDSCAPER/GARDNER	1.00	57,984.00	57,984.00
PARK MAINTAINERS	8.00	53,286.00	426,288.00
MECHANIC	1.00	67,276.00	67,276.00

515100 OVERTIME WAGES & SALARIES

0017022 515100 -			120,000.00 *
FOR SNOW REMOVAL, MUZZY FIELD GAMES, EMERGENC INCREASED DUE TO ANTICIPATED CONTRACT WAGE INCREASES	1.00	120,000.00	120,000.00

515200 PARTTIME WAGES & SALARIES

0017022 515200 -			69,800.00 *
6 SEASONAL LABORERS INCREASED DUE TO MINIMUM WAGE INCREASES: \$16.15/HR. X 40 HRS. PER WEEK X 18 WEEKS X 6 LABORERS = \$69,768	1.00	69,800.00	69,800.00

541000 PUBLIC UTILITIES

0017022 541000 -			78,000.00 *
ELECTRICITY FOR PARKS, BALL FIELDS, COURTS AND NON-POOL FACILITIES INCREASED DUE TO USAGE TRENDS/ECONOMIC FORECAST	1.00	78,000.00	78,000.00



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
PARKS GROUNDS & FACILITIES

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
541100 WATER & SEWER CHARGES			
0017022 541100 -			
WATER AND SEWER CHARGES FOR PARKS, BALL FIELD IRRIGATION, SPRAY PARKS, AND NON-POOL FACILITIES	1.00	45,000.00	45,000.00 * 45,000.00
542140 REFUSE			
0017022 542140 -			
COVANTA CHARGES FOR PROPER DISPOSAL OF DEBRIS, PARKS TRASH, RUBBISH, TREES, AND BRUSH	1.00	16,000.00	16,000.00 * 16,000.00
543000 REPAIRS & MAINTENANCE			
0017022 543000 -			
GENERAL PARKS, FACILITIES, PLAYGROUNDS, AMENITIES UPKEEP, AND REPAIRS INCREASED DUE TO COST OF MATERIALS AND LABOR	1.00	60,000.00	60,000.00 * 60,000.00
543100 MOTOR VEHICLE SERVICE & REPAIR			
0017022 543100 -			
MOTOR VEHICLE LABOR, AND PARTS/MATERIALS ASSOCIATED WITH SERVICE	1.00	15,000.00	15,000.00 * 15,000.00
561400 MAINT. SUPPLIES & MATERIALS			
0017022 561400 -			
VARIOUS MAINTENANCE, CUSTODIAL AND PLUMBING SUPPLIES, PARKS PORTALETTS, AND PLAYGROUND SURFACING INCREASED DUE TO COST OF SUPPLIES AND RENTAL FEES	1.00	95,000.00	95,000.00 * 95,000.00



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
PARKS GROUNDS & FACILITIES

562100 HEATING OIL

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
0017022 562100 -			
OIL FOR PAGE PARK AND ROCKWELL PARK PAVILIONS, AND NON-POOL FACILITIES INCREASED DUE TO ECONOMIC FORECAST	1.00	18,000.00	18,000.00 * 18,000.00

562600 MOTOR FUELS

0017022 562600 -			
GASOLINE FOR DEPARTMENT VEHICLES INCREASED DUE TO THE ADDITION OF YCS VANS TRANSFERRED FROM YCS LINE ITEM (REFER TO ECONOMIC FORECAST PROJECTIONS)	1.00	37,000.00	37,000.00 * 37,000.00

563000 MOTOR VEHICLE PARTS

0017022 563000 -			
FLEET AND SMALL EQUIPMENT PARTS	1.00	21,000.00	21,000.00 * 21,000.00

563100 TIRES

0017022 563100 -			
REPLACEMENT TIRES FOR FLEET	1.00	3,500.00	3,500.00 * 3,500.00

570905 SMALL EQUIPMENT

0017022 570905 -			
REPLACEMENT PUSH MOWERS, SNOW AND LEAF BLOWERS, WEED AND HEDGE TRIMMERS, CHAINSAWS, AND OTHER SMALL EQUIPMENT	1.00	10,000.00	10,000.00 * 10,000.00

579999 2022 CAPITAL OUTLAY

0017022 579999 -			
EMERGENCY FUNDS TO REMOVE OR CUT DEAD AND DYING TREES SIGNIFICANT TREE INFRASTRUCTURE. ALLOWS STAFF TO ADDRESS DANGEROUS TREES AND NOT DELAY EFFORTS DUE TO COST	1.00	20,000.00	200,000.00 * 20,000.00



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
PARKS GROUNDS & FACILITIES

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
PLAYGROUND SAFETY MATERIALS REQUIRED TO KEEP PLAYGROUNDS UP TO CPSI CODE. LIFE THREATENING HAZARD TO NOT HAVE PROPER LEVELS OF SURFACING	1.00	25,000.00	25,000.00
(3) REPLACEMENT ZERO TURN RIDING MOWERS TO REPLACE OUTDATED EQUIPMENT MOWERS IN NEED OF REPLACEMENT FOR EFFICIENCIES	1.00	45,000.00	45,000.00
P-5 UTILITY BODY WITH FOUR-WHEEL DRIVE AND SNOW PLOW PACKAGE PREVIOUSLY APPROVED ITEM BUT PRIORITIZED FUNDS FOR TRASH TRUCK	1.00	60,000.00	60,000.00
ASSISTANT GROUNDS & FACILITIES SUPERVISOR REPLACEMENT VEHICLE EXISTING VEHICLE WILL BE REPURPOSED FOR CUTTING CREWS	1.00	50,000.00	50,000.00
581120 CONFERENCES & MEMBERSHIPS			
0017022 581120 - PARK DUES FOR CT PARKS AND CRPA MEMBERSHIPS, TURF MANAGEMENT WORK SHOPS, CONFERENCES, AND CERTIFICATIONS	1.00	4,000.00	4,000.00 *
581200 VANDALISM			
0017022 581200 - EQUIPMENT, SUPPLIES, AND MATERIALS TO REPAIR VANDALISM IN THE PARKS	1.00	4,000.00	4,000.00 *
TOTAL PARKS GROUNDS & FACILITIES		1,840,560.00	

**CITY OF BRISTOL
FISCAL YEAR 2023-2024 OPERATING BUDGET
PRELIMINARY BUDGET NARRATIVE AND ANALYSIS**

Department: Parks, Recreation, Youth and Community Services Org: 0017023

Division: Recreation Division

Fiscal Year 2023 Goals and Accomplishments:

- Made substantial progress on renovation to Pine Lake Adventure Park including extensive storm clean-up and tree removal as well as the installation of a new entrance side on Birch Street.
- Recreation program enrollment and division revenues continue to climb closer to pre-Covid numbers.

Summary of Fiscal Year 2023-2024 Request:

- Consolidating seasonal revenue line items for a single recreation program charges account similar to the pool charges account in the Aquatics division budget.
- Reduced spending based on trends and eliminated division specific marketing line items
- Modified both revenues and part time wages to more accurately reflect post-Covid actuals as well as mitigating the impact of minimum wage increases in this division.

Fiscal Year 2024 Goals:

- Complete Pine Lake Adventure Park Improvement projects in anticipation of the grand re-opening in summer 2023. Re-establish staffing and program structure in alignment with the Board of Park Commissioner endorsed Business Plan.
- Develop and implement non-traditional recreation programs, therapeutic recreation and other program areas identified as service gaps in the 2020 City Wide Parks Master Plan.
- Improve recreational offerings every season based on program survey data.
- Continue to work towards a benefits based programming model which includes identifying community needs, defining program objectives, measuring outcomes, and then marketing the benefits in alignment with CAPRA.

Long Term Goals:

- Continue to diversify program instructors, programs, and seasonal staff to reflect the diversity of the City of Bristol.
- Expand or modify program offerings for underserved demographics including teens, adults, seniors, and individuals with special needs. Establish a robust therapeutic recreation offering.
- Pursue a formal indoor programming space including a gymnasium to reduce reliance on Board of Education gyms.
- Measure the success of each recreation program through clearly defined goals and outcomes. Qualitative and quantitative data will be collected on each program.



NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET FOR PERIOD 99

ACCOUNTS FOR:			2022	2023	2023	2023	2023	2024	PCT
RECREATION			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUEST	CHANGE
0017023	450105	PROG FEES	-204,634.00	-281,865.00	-281,865.00	-217,649.00	-260,000.00	-293,000.00	4.0%
0017023	450107	FALL/WINTR	-32,482.00	-35,000.00	-35,000.00	-18,731.00	-33,000.00	.00	-100.0%
TOTAL RECREATION			-237,116.00	-316,865.00	-316,865.00	-236,380.00	-293,000.00	-293,000.00	-7.5%



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
RECREATION

450105 PROGRAM FEES

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
0017023 450105 - SPORTS CLINICS, ENRICHMENT AND FITNESS PROGRAMS, AND SUMMER CAMP (NON-REVOLVING ACCOUNT) COMBINED RECREATION REVENUE LINE ITEMS TO MATCH POOL CHARGES AND OTHER REVENUE, ELIMINATE LINE ITEM 0017023-450107, AND CHANGE ACCOUNT NAME TO 'RECREATION PROGRAM CHARGES' ADJUSTED TO REFLECT ACTUAL REGISTRATION NUMBERS	1.00	293,000.00	-293,000.00 * -293,000.00

TOTAL RECREATION -293,000.00



NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET FOR PERIOD 99

ACCOUNTS FOR:			2022	2023	2023	2023	2023	2024	PCT
RECREATION			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUEST	CHANGE
0017023	514000	REG WAGES	104,778.15	123,660.00	123,660.00	52,777.67	109,654.00	137,280.00	11.0%
0017023	515100	OVERTIME	573.80	500.00	500.00	96.86	150.00	500.00	.0%
0017023	515200	PARTTIME	209,409.98	350,000.00	350,000.00	189,204.92	342,000.00	342,000.00	-2.3%
0017023	517000	OTHER WAGE	.00	.00	.00	500.00	500.00	.00	.0%
0017023	531000	PROF FEES	95,945.21	125,000.00	125,000.00	110,440.00	125,000.00	125,000.00	.0%
0017023	557700	ADVERTISNG	1,136.84	400.00	400.00	.00	200.00	.00	-100.0%
0017023	561800	PROG SUPPL	29,364.05	32,000.00	32,000.00	25,928.15	32,000.00	32,000.00	.0%
0017023	581120	CONF & MEM	1,240.00	1,250.00	1,250.00	1,175.00	1,250.00	1,250.00	.0%
TOTAL RECREATION			442,448.03	632,810.00	632,810.00	380,122.60	610,754.00	638,030.00	.8%

CITY OF BRISTOL



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
RECREATION

	VENDOR	QUANTITY	UNIT COST	2024 REQUEST
514000 REGULAR WAGES & SALARIES				
0017023 514000 -				
	RECREATION SUPERVISOR	1.00	84,855.00	137,280.00 *
	RECREATION PROGRAM ASSISTANT	1.00	52,425.00	84,855.00
				52,425.00
515100 OVERTIME WAGES & SALARIES				
0017023 515100 -				
	WAGES FOR WEEKEND EVENTS, TURKEY SHOOT	1.00	500.00	500.00 *
				500.00
515200 PARTTIME WAGES & SALARIES				
0017023 515200 -				
	SPORTS INSTRUCTORS, SPECIALTY INSTRUCTORS, AND CAMP STAFF POST-COVID STAFFING ACTUALS	1.00	342,000.00	342,000.00 *
				342,000.00
531000 PROFESSIONAL FEES & SERVICES				
0017023 531000 -				
	LEAGUE UMPIRES, CAMP ENTERTAINMENT, CAMP FIELD TRIPS, SUMMER CAMP BUSING, SUMMER CONCERTS, TRAININGS, AND OTHER PROFESSIONAL SERVICES FEES USAGE TRENDS	1.00	125,000.00	125,000.00 *
				125,000.00
561800 PROGRAM SUPPLIES				
0017023 561800 -				
	PROGRAM EQUIPMENT, SUMMER CAMP SUPPLIES, SUMMER APPAREL, AND OTHER DIVISION SUPPLIES USAGE TRENDS	1.00	32,000.00	32,000.00 *
				32,000.00



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
RECREATION

	VENDOR	QUANTITY	UNIT COST	2024 REQUEST
581120 CONFERENCES & MEMBERSHIPS				
0017023 581120 -				
CRPA CONFERENCE, AMERICAN CAMPING ASSOCIATION MEMBERSHIP, AND QUARTERLY TRAININGS		1.00	1,250.00	1,250.00 * 1,250.00

TOTAL RECREATION 638,030.00

CITY OF BRISTOL
FISCAL YEAR 2023-2024 OPERATING BUDGET
PRELIMINARY BUDGET NARRATIVE AND ANALYSIS

Department: Parks, Recreation, Youth and Community Services Org: 0017024

Division: Aquatics Division

Fiscal Year 2023 Goals and Accomplishments:

- Aquatics Supervisor Jaimie Clout presented educational sessions at both the Connecticut Recreation and Parks Association and National Recreation and Parks Association Annual Conferences.
- Installed a new Dennis Malone Aquatics Center main entrance sign to increase efforts to raise awareness of the facility.

Summary of Fiscal Year 2023-2024 Request:

- Budget request remains status quo with increases tied to contractual increases for regular wages, financial forecasting from Purchasing, and minimum wage increases as dictated by the state.
- Investments in equipment, mechanical systems, and a skilled Facilities Maintenance Technician have resulted in reduced repairs and maintenance at the facility. Additionally, the investment in the UV system has allowed us to go longer without draining the pool water which has annually produced a significant cost savings for water and sewer.

Fiscal Year 2024 Goals:

- Research and develop recommendations to the Board of Park Commissioners for possible fee increases for pool memberships to ensure fees align with market rate.
- Continue to work with the Community Engagement Coordinator to enhance marketing efforts in order to increase membership and program enrollment.
- Launch a cross training program to include hydro bikes to expand fitness opportunities at the Dennis Malone Aquatics Center.
- Continue to work towards a benefits based programming model which includes identifying community needs, defining program objectives, measuring outcomes, and then marketing the benefits in alignment with CAPRA.

Long Term Goals:

- Continue to bolster inventory and replacement schedules for facility amenities and equipment.
- Enhance our current energy efficient features at the Dennis Malone Aquatics Center, by partnering with the Energy Commission and developing projects to create a more energy efficient and sustainable facility measured through clearly defined goals and outcomes.
- Continue to diversify program instructors, programs, and seasonal staff to reflect the diversity of the City of Bristol.
- Continue to maintain and enhance existing aquatics facilities and assets to provide access for future generations of Bristol families.



NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:			2022	2023	2023	2023	2023	2024	PCT
AQUATICS			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUEST	CHANGE
0017024	450103	POOL CHG	-187,690.25	-203,500.00	-203,500.00	-150,011.50	-190,000.00	-203,500.00	.0%
TOTAL AQUATICS			-187,690.25	-203,500.00	-203,500.00	-150,011.50	-190,000.00	-203,500.00	.0%



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
AQUATICS

	VENDOR	QUANTITY	UNIT COST	2024 REQUEST
450103 POOL CHARGES				
0017024 450103 -				
	MEMERSHIP FEES, SWIM PROGRAMS, WATER EXCERCISE CLASSES, DAILY-DROP-INS, AND BIRTHDAY PARTY FACILITY RENTALS	1.00	203,500.00	-203,500.00 * -203,500.00
TOTAL AQUATICS			203,500.00	



NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET FOR PERIOD 99

ACCOUNTS FOR:			2022	2023	2023	2023	2023	2024	PCT
AQUATICS			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUEST	CHANGE
0017024	514000	REG WAGES	206,338.93	211,905.00	211,905.00	126,921.35	217,206.00	224,655.00	6.0%
0017024	515100	OVERTIME	2,710.41	5,500.00	5,500.00	1,620.84	5,000.00	5,000.00	-9.1%
0017024	515200	PARTTIME	459,078.87	390,000.00	390,000.00	308,113.51	390,000.00	495,705.00	27.1%
0017024	517000	OTHER WAGE	.00	.00	.00	1,000.00	1,000.00	.00	.0%
0017024	531000	PROF FEES	8,700.67	8,500.00	8,500.00	6,119.00	8,500.00	8,500.00	.0%
0017024	541000	UTILITIES	43,824.12	45,000.00	45,000.00	37,000.00	45,000.00	45,000.00	.0%
0017024	541100	WATER SEWR	16,854.75	20,500.00	20,500.00	20,000.00	20,000.00	18,000.00	-12.2%
0017024	543000	REP & MAIN	10,948.20	30,000.00	30,000.00	22,422.36	30,000.00	32,000.00	6.7%
0017024	557700	ADVERTISNG	.00	500.00	.00	.00	.00	.00	-100.0%
0017024	561400	MAINT SUPL	18,871.21	27,500.00	27,500.00	32,703.53	33,000.00	20,000.00	-27.3%
0017024	561800	PROG SUPPL	17,142.97	15,000.00	15,000.00	14,650.82	15,000.00	15,000.00	.0%
0017024	562100	HEATINGOIL	2,399.99	3,500.00	3,500.00	3,500.00	4,500.00	6,000.00	71.4%
0017024	562200	NATURALGAS	34,963.97	26,000.00	26,000.00	26,000.00	26,000.00	37,000.00	42.3%
0017024	581120	CONF & MEM	2,785.83	2,500.00	3,000.00	2,871.37	2,872.00	2,500.00	.0%
TOTAL AQUATICS			824,619.92	786,405.00	786,405.00	602,922.78	798,078.00	909,360.00	15.6%
GRAND TOTAL			824,619.92	786,405.00	786,405.00	602,922.78	798,078.00	909,360.00	15.6%

** END OF REPORT - Generated by Jodi McGrane **



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
AQUATICS

514000 REGULAR WAGES & SALARIES

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
0017024 514000 -			224,655.00 *
AQUATICS SUPERVISOR	1.00	85,453.00	85,453.00
AQUATICS COORDINATOR	1.00	75,100.00	75,100.00
FACILITIES MAINTENANCE TECHNICIAN	1.00	64,102.00	64,102.00

515100 OVERTIME WAGES & SALARIES

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
0017024 515100 -			5,000.00 *
FOR SNOW REMOVAL, EMERGENCY REPAIRS, AND SPEC REDUCED BASED ON SPENDING TRENDS	1.00	5,000.00	5,000.00

515200 PARTTIME WAGES & SALARIES

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
0017024 515200 -			495,705.00 *
LIFEGUARDS, WATER SAFETY INSTRUCTORS, FRONT DESK ATTENDANTS, SWIM COACHES, AND HEAD/LEAD GUARDS INCREASED DUE TO MINIMUM WAGE INCREASES (REFER TO STAFFING SCHEDULE)	1.00	495,705.00	495,705.00

531000 PROFESSIONAL FEES & SERVICES

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
0017024 531000 -			8,500.00 *
POOL FACILITIES ALARM/FIRE SERVICES, RED AMERICAN RED CROSS AND SAFETY CERTIFICATIONS, INSTRUCTORS FEES, AND CUSTOM AQUATICS FEES	1.00	8,500.00	8,500.00

541000 PUBLIC UTILITIES

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
0017024 541000 -			45,000.00 *
ELECTRICITY FOR DMAC, PAGE AND ROCKWELL POOL FACILITIES BASED ON USAGE TRENDS	1.00	45,000.00	45,000.00

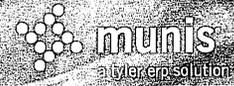


NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
AQUATICS

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
541100 WATER & SEWER CHARGES			
0017024 541100 -			18,000.00 *
	1.00	18,000.00	18,000.00
WATER AND SEWER CHARGES FOR DMAC, PAGE AND ROCKEWELL POOL FACILITIES REDUCED DUE TO DMAC POOL NOT BEING DRAINED IN FY24			
543000 REPAIRS & MAINTENANCE			
0017024 543000 -			32,000.00 *
	1.00	32,000.00	32,000.00
GENERAL UPKEEP, REPAIRS, AND EQUIPMENT REPLACEMENTS FOR DMAC, PAGE AND ROCKWELL PARK POOL FACILITIES REDUCED DUE TO NEW EQUIPMENT REQUIRING LESS REPAIRS			
561400 MAINT SUPPLIES & MATERIALS			
0017024 561400 -			20,000.00 *
	1.00	20,000.00	20,000.00
CHLORINE/POOL CHEMICALS, VARIOUS CUSTODIAL AND MAINTENANCE SUPPLIES FOR POOL FACILITIES REDUCED TO NEW EQUIPMENT REQUIRING LESS MAINTENANCE			
561800 PROGRAM SUPPLIES			
0017024 561800 -			15,000.00 *
	1.00	15,000.00	15,000.00
AQUATICS STAFF APPAREL AND UNIFORMS, TRAINING AND PROGRAM EQUIPMENT, AND FIRST AID SUPPLIES			
562100 HEATING OIL			
0017024 562100 -			6,000.00 *
	1.00	6,000.00	6,000.00
OIL FOR PAGE PARK POOL FACILITY INCREASED DUE TO ECONOMIC FORECAST			



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
AQUATICS

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
562200 NATURAL GAS			
0017024 562200 -			
NATURAL GAS FOR DMAC FACILITY INCREASED DUE TO ECONOMIC FORECAST	1.00	37,000.00	37,000.00 *

581120 CONFERENCES & MEMBERSHIPS			
0017024 581120 -			
NRPA AND CRPA CONFERENCES, AND WORKSHOP DUES	1.00	2,500.00	2,500.00 *

TOTAL AQUATICS 909,360.00

GRAND TOTAL 909,360.00

** END OF REPORT - Generated by Jodi McGrane **

**CITY OF BRISTOL
FISCAL YEAR 2023-2024 OPERATING BUDGET
PRELIMINARY BUDGET NARRATIVE AND ANALYSIS**

Department: Parks, Recreation, Youth and Community Services Org: 0017025

Division: Youth and Community Services Division

Fiscal Year 2023 Goals and Accomplishments:

- Bristol youth and active program participant Sidratul Muntaha was selected by the Connecticut Youth Services Association to receive the 2022 Youth Leadership Award. A prestigious award given to a young person who has made outstanding contributions to their community.
- Managed the largest Holiday Gift Giving program in the department's history with over 500+ families in need being serviced. Sponsored collaborative events including Stuff-A-Cruiser and Shop with a Cop with the Bristol Police Department.

Summary of Fiscal Year 2023-2024 Request:

- Consolidated and transferred a number of line items associated with the 51 High Street building, vehicles, repairs, etc. in order to increase efficiencies.
- Eliminated part-time wage account with unneeded positions; another efficiency from the 2019 integration.
- The unpredictable nature of relocation costs remains the division's largest increase and liability to the budget as this is dependent on the number of property condemnation (as a result of natural disasters, unsafe or unsanitary living conditions, or blight) in a given year. The relocation is mandated by state statute.

Fiscal Year 2024 Goals:

- Continue to seek opportunities for efficiencies and reduction of service duplication within Youth and Community Services Division, the overall department and other community providers.
- Pursue additional community support services and partners in order to meet the demand and increased needs in both community services and youth services.
- Further integrate BEST Drug Free Communities Program to increase access to youth leaders in our effort to reduce drug use in the community.
- Explore partnership opportunity with the Bristol Police Department for a Community Police Officer and expanded Community Services/Outreach position.

Long Term Goals:

- Develop new community partners, leverage resources and build on existing partnerships to enhance service delivery and the ability to meet the increasing youth and community services needs for Bristol residents.
- Establish and apply assessment tools to gauge community need for services and then tailor available resources to meet those needs.
- Evaluate the long term trajectory of community service needs in the City of Bristol and develop plans for aligning resources to meet them.
- Continue to work with and outline a matrix of community services offered by city agencies and local non-profits to increase efficiencies and service coordination across the city.



NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET FOR PERIOD 99

ACCOUNTS FOR:			2022	2023	2023	2023	2023	2024	PCT
YOUTH & COMMUNITY SERVICES			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUEST	CHANGE
0017025	432026	YTH BUREAU	-41,828.00	-41,930.00	-41,741.00	-30,938.50	-41,741.00	-41,745.00	-.4%
0017025	432147	ENHAN SERV	-13,225.00	-12,970.00	-12,890.00	.00	-12,890.00	-12,890.00	-.6%
0017025	432157	YSB SUPP	.00	.00	-7,246.00	.00	-7,246.00	-7,250.00	.0%
0017025	450301	WELF OTHER	-55,732.03	-7,500.00	-7,500.00	-827.00	-7,500.00	-7,500.00	.0%
TOTAL YOUTH & COMMUNITY SERV			-110,785.03	-62,400.00	-69,377.00	-31,765.50	-69,377.00	-69,385.00	11.2%
GRAND TOTAL			-1,289,541.58	-1,063,995.00	-1,070,972.00	-714,585.61	-1,022,407.00	-1,046,915.00	-1.6%

** END OF REPORT - Generated by Jodi McGrane **



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
YOUTH & COMMUNITY SERVICES

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
432026 YOUTH SERVICES BUREAU			
0017025 432026 -			
STATE OF CT YSB GRANT TO FUND PROJECT AWARE PROGRAMS	1.00	41,745.00	-41,745.00 *
			-41,745.00
432147 ENHANCEMENT SERVICES			
0017025 432147 -			
STATE OF CT YSB GRANT TO FUND DIRECT SERVICE PROGRAM ENHANCEMENTS	1.00	12,890.00	-12,890.00 *
			-12,890.00
432157 YOUTH SERVICES SUPPLEMENT			
0017025 432157 -			
STATE OF CT YSB GRANT TO FUND YOUTH DIVERSIONARY INITIATIVES	1.00	7,250.00	-7,250.00 *
			-7,250.00
450301 WELFARE EVICTION RECEIPTS			
0017025 450301 -			
REIMBURSEMENTS FOR EVICTION SERVICES AND RELOCATION COSTS AS MANDATED BY STATE OF CT	1.00	7,500.00	-7,500.00 *
			-7,500.00
TOTAL YOUTH & COMMUNITY SERVICES			-69,385.00
GRAND TOTAL			-1,046,915.00

** END OF REPORT - Generated by Jodi McGrane **



NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

FOR PERIOD 99

ACCOUNTS FOR:			2022	2023	2023	2023	2023	2024	PCT
YOUTH & COMMUNITY SERVICES			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUEST	CHANGE
0017025	514000	REG WAGES	275,157.03	278,170.00	278,170.00	143,276.90	263,795.00	288,365.00	3.7%
0017025	515100	OVERTIME	6,290.31	5,500.00	5,500.00	4,203.63	5,500.00	6,000.00	9.1%
0017025	515200	PARTTIME	.00	3,500.00	3,500.00	.00	.00	.00	-100.0%
0017025	517000	OTHER WAGE	1,546.71	2,955.00	2,955.00	3,296.74	3,297.00	1,500.00	-49.2%
0017025	531000	PROF FEES	18,673.50	35,000.00	22,030.00	21,856.25	22,110.00	32,000.00	-8.6%
0017025	531115	JRB COORD	6,125.00	8,225.00	8,225.00	8,225.00	8,225.00	8,225.00	.0%
0017025	531120	PROJ AWARE	31,286.75	41,930.00	41,741.00	24,443.22	41,741.00	41,745.00	-.4%
0017025	531135	ENHAN SERV	9,756.00	.00	12,890.00	12,966.48	12,967.00	12,890.00	.0%
0017025	531136	YSB SUPP	.00	.00	7,246.00	.00	7,246.00	7,250.00	.0%
0017025	541000	UTILITIES	10,128.89	9,500.00	9,500.00	9,500.00	9,500.00	.00	-100.0%
0017025	541100	WATER SEWR	882.05	800.00	800.00	800.00	800.00	.00	-100.0%
0017025	543000	REP & MAIN	687.54	2,000.00	2,000.00	2,000.00	2,000.00	.00	-100.0%
0017025	553000	TELEPHONE	492.28	680.00	680.00	500.00	680.00	680.00	.0%
0017025	561400	MAINT SUPL	127.61	300.00	100.00	.00	300.00	.00	-100.0%
0017025	561800	PROG SUPPL	768.94	750.00	950.00	319.95	920.00	750.00	.0%
0017025	562100	HEATINGOIL	3,908.22	7,300.00	7,300.00	7,300.00	7,300.00	.00	-100.0%
0017025	562600	MOT FUELS	433.65	1,200.00	1,200.00	665.36	1,000.00	.00	-100.0%
0017025	581120	CONF & MEM	1,759.75	2,300.00	2,300.00	1,280.00	2,300.00	2,400.00	4.3%
0017025	581240	EVIC AUCTN	9,576.05	8,000.00	8,000.00	7,991.93	9,000.00	9,000.00	12.5%
0017025	581745	INCIDENTAL	1,101.51	2,300.00	2,300.00	2,223.87	2,300.00	2,300.00	.0%
0017025	587232	RELOCATION	34,045.00	35,000.00	35,000.00	106,932.91	180,000.00	60,000.00	71.4%
TOTAL YOUTH & COMMUNITY SERV			412,746.79	445,410.00	452,387.00	357,782.24	580,981.00	473,105.00	6.2%

NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
YOUTH & COMMUNITY SERVICES

514000 REGULAR WAGES & SALARIES

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
0017025 514000 -			288,365.00 *
YOUTH AND FAMILY COORDINATOR I	1.00	64,702.00	64,702.00
YOUTH AND COMMUNITY SERVICES SUPERVISOR	1.00	85,455.00	85,455.00
YOUTH AND FAMILY COORDINATOR II	1.00	77,564.00	77,564.00
COMMUNITY SERVICES COORDINATOR	1.00	60,644.00	60,644.00

515100 OVERTIME WAGES & SALARIES

0017025 515100 -			6,000.00 *
COMMUNITY SERVICES COORDINATOR WAGES FOR FAR INCREASED DUE TO ANTICIPATED CONTRACT INCREASES	1.00	6,000.00	6,000.00

517000 OTHER WAGES

0017025 517000 -			1,500.00 *
VACATION BUY-BACK FOR 1 BPSA DIVISION EMPLOYE REDUCED FROM 2 TO 1 BPSA DIVISION EMPLOYEE UTILIZATION	1.00	1,500.00	1,500.00

531000 PROFESSIONAL FEES & SERVICES

0017025 531000 -			32,000.00 *
ELECTRONIC RECORDS MANAGEMENT FEES, TRAININGS, AND CONTRACTUAL WORKERS CONDUCTING FACILITATIONS, CONSULTATIONS AND COUNSELING SERVICES REDUCED BASED ON SPENDING TRENDS	1.00	32,000.00	32,000.00

531115 JRB COORDINATION

0017025 531115 -			8,225.00 *
JUVENILE REVIEW BOARD COORDINATOR COSTS \$25/HR. X 7 HRS. X 47 WEEKS = \$8,225	1.00	8,225.00	8,225.00



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:

YOUTH & COMMUNITY SERVICES

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
531120 PROJECT AWARE			
0017025 531120 -			41,745.00 *
SOCIAL DEVELOPMENT, CAREER TRAINING, AND LIFE SKILLS YOUTH PROGRAM FUNDING	1.00	41,745.00	41,745.00
531135 ENHANCEMENT SERVICES			
0017025 531135 -			12,890.00 *
GRANT FUNDS FOR YSB TO ENHANCE SERVICES FOR FAMILIES IN ACCORDANCE WITH THE YSB STATUTE	1.00	12,890.00	12,890.00
531136 YOUTH SERVICES SUPPLEMENT			
0017025 531136 -			7,250.00 *
DIRECT SERVICE SUPPLEMENTS FOR WELLNESS AND COUNSELING SUPPORT	1.00	7,250.00	7,250.00
553000 TELEPHONE			
0017025 553000 -			680.00 *
YOUTH AND COMMUNITY SERVICES CELL PHONE	1.00	680.00	680.00
561800 PROGRAM SUPPLIES			
0017025 561800 -			750.00 *
EDUCATIONAL MATERIALS	1.00	750.00	750.00
581120 CONFERENCES & MEMBERSHIPS			
0017025 581120 -			2,400.00 *
CLASS MEMBERSHIP DUES, CYSB ANNUAL DUES, AND YCS STAFF TRAININGS	1.00	2,400.00	2,400.00



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023 2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
YOUTH & COMMUNITY SERVICES

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
581240 WELFARE-EVICTIONS & AUCTIONS			
0017025 581240 -			9,000.00 *
STORAGE FACILITY FEES	1.00	9,000.00	9,000.00
AS MANDATED BY STATE OF CT TO STORE EVICTED AND RELOCATED RESIDENT PERSONAL PROPERTY, INCREASED DUE TO EVICTION INCREASES			
581745 NON-REIMBURSABLE INCIDENTALS			
0017025 581745 -			2,300.00 *
EMERGENCY ASSISTANCE FOR RESIDENT BASIC NEEDS/ITEMS	1.00	2,300.00	2,300.00
587232 RELOCATION COSTS			
0017025 587232 -			60,000.00 *
FEES ASSOCIATED WITH CONDEMNATIONS AS MANDATED BY STATE OF CT STATUTE, CITY ORDINANCE, AND UNIFORM RELOCATION ASSISTANCE ACT	1.00	60,000.00	60,000.00
TOTAL YOUTH & COMMUNITY SERVICES			473,105.00
GRAND TOTAL			4,467,082.00

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**CITY OF BRISTOL
FISCAL YEAR 2023-2024 OPERATING BUDGET
PRELIMINARY BUDGET NARRATIVE AND ANALYSIS**

Department: Parks, Recreation, Youth and Community Services Org: 1321032

Division: Pine Lake Adventure Park

Fiscal Year 2023 Goals and Accomplishments:

- Made substantial progress on renovation to Pine Lake Adventure Park including extensive storm clean-up and tree removal as well as the installation of a new entrance side on Birch Street.
- Modified the Business Plan for the operation of Pine Lake Adventure Park (PLAP) as a result of post-Covid staffing challenges for facilitators and high ropes personnel.
- Hired Landscape Gardener Steven Schriver to develop a landscape plan for the Birch Street Park entrance to beautify the park.
- Install the new climbing wall funded by the American Rescue Plan.

Summary of Fiscal Year 2023-2024 Request:

- In anticipation of PLAP re-opening in 2023, a conservative special revenue fund budget was developed that aligns with assumptions from the adopted Business Plan. The budget reflects significant reduction in excess overhead costs including a year round coordinator, over time wages, and the elimination of port-o-john services in anticipation of the permanent prefabricated bathroom.

Fiscal Year 2024 Goals:

- Complete Pine Lake Adventure Park Improvement projects in anticipation of the grand re-opening in summer 2023. Re-establish staffing and program structure in alignment with the Board of Park Commissioners endorsed Business Plan.
- Successfully re-open the park; utilizing the Business Plan to cover costs and generate a profit for the program.
- Utilize appropriated funding to further enhance the park including new elements, sign, pavilion, equipment sheds, and more.
- Enhance marketing and re-branding efforts through direct mailers, emails, social media, and attendance at schools and conferences throughout the state, in order to increase revenue.
- Expand program offerings to include day camps and other environmental education programs.

Long Term Goals:

- Track the success of the Business Plan and modify as needed in order to sustain the vision for the Pine Lake Adventure Park for the next 5-10 years.
- Execute the 2022-2024 Strategic Action Plan to offer quality benefits based programs and events that engage and meet the needs of Bristol residents, while also increasing the number of people who visit Bristol in order to participate in adventure park programs.



NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 2024 2023-2024 GENERAL CITY BUDGET FOR PERIOD 99

ACCOUNTS FOR:			2022	2023	2023	2023	2023	2024	PCT
PINE LAKE ADVENTURE PARK			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUEST	CHANGE
1321032	422004	CHALLENGE	.00	-53,195.00	-53,195.00	.00	.00	-60,195.00	13.2%
1321032	460000	INT INCOME	-27.97	.00	.00	-113.09	-125.00	.00	.0%
TOTAL PINE LAKE ADVENTURE PA			-27.97	-53,195.00	-53,195.00	-113.09	-125.00	-60,195.00	13.2%
GRAND TOTAL			-27.97	-53,195.00	-53,195.00	-113.09	-125.00	-60,195.00	13.2%

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CITY OF BRISTOL



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:

PINE LAKE ADVENTURE PARK

VENDOR

QUANTITY

UNIT COST

2024 REQUEST

TOTAL PINE LAKE ADVENTURE PARK .00

422004 FEES

1321032 422004 -

PROGRAM REVENUES, GRANTS, AND
SPONSORSHIPS ASSOCIATED WITH PINE LAKE
INCREASED DUE TO ANTICIPATED PROGRAM
REVENUE INCREASES

1.00

60,195.00

-60,195.00 *
-60,195.00

TOTAL PINE LAKE ADVENTURE PARK

-60,195.00

GRAND TOTAL

-60,195.00

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CITY OF BRISTOL



NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET FOR PERIOD 99

ACCOUNTS FOR:			2022	2023	2023	2023	2023	2024	PCT
PINE LAKE ADVENTURE PARK			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUEST	CHANGE
1321032	515300	SEASONAL	.00	37,395.00	37,395.00	.00	.00	37,395.00	.0%
1321032	531000	PROF FEES	.00	8,000.00	8,000.00	.00	.00	15,000.00	87.5%
1321032	553100	POSTAGE	1.59	400.00	400.00	.00	.00	400.00	.0%
1321032	555000	PRINT/BIND	.00	3,000.00	3,000.00	.00	.00	.00	-100.0%
1321032	557700	ADVERTISIN	.00	.00	.00	.00	.00	3,000.00	.0%
1321032	561400	MAINT SUPL	.00	1,350.00	1,350.00	.00	.00	1,350.00	.0%
1321032	561800	PROG SUPPL	.00	950.00	950.00	.00	.00	950.00	.0%
1321032	581120	CONF & MEM	.00	.00	.00	.00	.00	2,100.00	.0%
1321032	581135	SCHOOLING	.00	2,100.00	2,100.00	.00	.00	.00	-100.0%
TOTAL PINE LAKE ADVENTURE PA			1.59	53,195.00	53,195.00	.00	.00	60,195.00	13.2%
GRAND TOTAL			1.59	53,195.00	53,195.00	.00	.00	60,195.00	13.2%

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NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 2024 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:

PINE LAKE ADVENTURE PARK

	VENDOR	QUANTITY	UNIT COST	2024 REQUEST
515300 SEASONAL WAGES				
1321032 515300 -				
	ANNUAL WAGES PROGRAM DIRECTOR, SUPPORT STAFF, AND FACILITATORS	1.00	37,395.00	37,395.00 * 37,395.00
531000 PROFESSIONAL FEES & SERVICES				
1321032 531000 -				
	COURSE REPAIRS, TECHNICAL ASSISTANCE, ADVENTURES IN EDUCATION, KIDZ WHEELS TRANSPORTATION, AND CONTRACTUAL PROGRAMS ANTICIPATED INCREASED CONTRACTOR FEES DUE TO STAFF SHORTAGE	1.00	15,000.00	15,000.00 * 15,000.00
553100 POSTAGE				
1321032 553100 -				
	POSTAGE FOR MAILING PROGRAM MATERIALS AND CONTRACTS	1.00	400.00	400.00 * 400.00
557700 ADVERTISING				
1321032 557700 -				
	BILLBOARDS, PRINTING COSTS ASSOCIATED WITH FLYERS AND BROCHURES, AND FEES FOR TABLING AT EVENTS TRANSFERRED FROM PRINTING & BINDING LINE ITEM	1.00	3,000.00	3,000.00 * 3,000.00
561400 MAINT SUPPLIES & MATERIALS				
1321032 561400 -				
	MATERIALS AND SUPPLIES FOR COURSE MAINTENANCE	1.00	1,350.00	1,350.00 * 1,350.00



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
PINE LAKE ADVENTURE PARK

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
561800 PROGRAM SUPPLIES			
1321032 561800 - SUPPLIES FOR ADVENTURE PROGRAMS, PROGRAM EQUIPMENT, TEAM BUILDING SUPPLIES, AND REFRESHMENTS	1.00	950.00	950.00 * 950.00
581120 CONFERENCES & MEMBERSHIPS			
1321032 581120 - FACILITATOR TRAININGS, HIGH ROPES CERTIFICATION FEES, AND ASSOCIATION DUES TRANSFERRED FROM THE SCHOOLING & EDUCATION LINE ITEM	1.00	2,100.00	2,100.00 * 2,100.00
TOTAL PINE LAKE ADVENTURE PARK			60,195.00
GRAND TOTAL			60,195.00

** END OF REPORT - Generated by Jodi McGrane **

**CITY OF BRISTOL
FISCAL YEAR 2023-2024 OPERATING BUDGET
PRELIMINARY BUDGET NARRATIVE AND ANALYSIS**

Department: **Library**

Org: 0016010-0016014

Fiscal Year 2023 Goals and Accomplishments:

- Became one of over 120 CT libraries that are now Fine Free for all patrons.
- Offered a robust variety of both virtual and in-person programs for all ages to accommodate the needs of patrons throughout the year including both Summer and Winter Reading Programs for Adults, Summer Reading Program for Children, and 1000 Books Before Kindergarten.
- In cooperation with the Friends of the Bristol Library, the Annual Author Luncheon featuring two-time Pulitzer Prize winning author Colson Whitehead, was held on October 20, 2022 at the DoubleTree in Bristol with a capacity crowd.
- The Main Library has been approved as a Hub Library for the CT State Library for the Blind. The Library will be provided with training and materials to promote this service.
- Replaced the sound system in Meeting Room 1 to complete the AV upgrade.
- Replaced and upgraded the AV system in the Manross Auditorium.
- Replaced worn carpet border on the central staircase and the border throughout the lower level of Main Library, including all three Meeting Rooms.
- Expanded community outreach services to include the Farmer's Market, Nationwide Night Out event at Huntington Woods, Mayor's Back-to-School Pencil Hunt, Pre-school visits at six sites in Bristol for the months of October, November, and December.
- Explored further repurposing of space to better meet changing needs of the community with the focus on the Technical Services Department. A complete reorganization of the space with new electrical upgrades and computer drops now allow for more efficient and faster processing of materials for library patrons.
- Added new technology to enhance user experience in the Computer Lab and other departments with the addition of virtual reality headsets allowing for new programming to highlight this technology.
- Addressed space issues with the Adult Collection by conducting collection development and weeding projects.
- Partnered with other City Departments and community organizations to collaborate on projects to benefit the community. One such venture will be the new Seed Library in partnership with the Public Works Department. The Seed Library is a place where community members can get seeds for free to support gardening and respond proactively to climate change.
- Promoted National Library Card Sign up Month in September with a series of advertisements written by Library staff and produced with AMP Radio in English and Spanish, broadcasting at 9 area gas stations for 6 weeks.
- Updated the Library website to be more user-friendly, implementing a new mobile version as well.
- Changed software for the Meeting Room booking system to provide better functionality for both staff and patrons.
- Worked with various City boards and commissions to provide meeting room space during City Hall renovations.
- Repaved the upper parking lot at the Manross Memorial Library.

Summary of Fiscal Year 2023-2024 Request:

- Budget guidance for this year was to maintain all non-salary accounts at current year levels or less. In addition, the Mayor asked Department Heads to find two areas for budget reduction that will improve efficiencies. After a careful review of all line items for each Library Department we were able to keep at current levels with just a few increases, but at the same time providing numerous cost-saving measures.
- One cost-saving measure has been the Public Utilities line item decreasing due to the Library's participation with the BOE in the new CT Solar Program. We do not have an entire year's worth of data yet but based on the numbers to date a \$10,000 decrease appears to be a realistic adjustment.
- Regular routine maintenance and upgrades of mechanicals and other equipment have resulted in further cost savings for the Repairs and Maintenance line item. Proactive troubleshooting has resulted in fewer major breakdowns and repairs. This also includes annual maintenance agreements for the Bibliotheca Circulation System, including RFID Security Gates, RFID pads and software and other items such as elevators, fire alarms, Meeting Room dividers, and laminators.
- Allocating a larger percentage of funds from the Program Supplies budget to go towards e-content (eBooks, eAudio), digital content through streaming services such as Hoopla, and online databases and technology results in providing the community with resources based on demand without an increase in funding. Transitioning book funds from purchasing to leasing with Baker & Taylor allows greater turnover of the collection. Museum Pass booking software, Cassie internet software, Princh printing software, and NetSupport for reference computers are costly annual expenses but have played a critical role in allowing patrons "contactless" library services as well as generating Library revenue.
- No overtime or compensatory time has been submitted by the Director or Assistant Director for meetings or program attendance.
- The Professional Fees line item will be monitored since as Westech Security will be increasing the hourly rate beginning January 1, 2023.
- An increase of 25% in Natural Gas is based on information from the Economic Forecast.
- The U. S. Post Office has raised the rates for Post Office Boxes so there is an increase in the Rents and Leases line item.

Fiscal Year 2024 Goals:

- Expand community outreach services on a regular schedule with the new Library Outreach vehicle.
- Review and update the Library Strategic Plan for another three years.
- Increase in-person attendance at Library programs in all departments.
- Explore further repurposing of space to better meet changing needs of the community.
- Continue to add new technology to enhance user experience in the Computer Lab and other departments.
- Replace outdated furniture with smaller, mobile units to allow for future needs.
- Replace aging perimeter heating units at Manross Library.
- Upgrade the security system (new cameras both inside and outside) at both Libraries.
- Build on current partnerships with other City Departments and community organizations.
- Increase the number of Bristol Public Library cardholders.
- Encourage Library staff to be actively involved in State-wide organizations, conferences, and educational opportunities and bring back best practices to our community.
- Secure additional funding through the application of grants on the local, state, and national level to enhance services to the community.

Long Term Goals:

- To maintain a high quality of resources, services, and programming for the public.
- Be a positive presence in the further development of the downtown area.
- Assess the feasibility of creating a joint, larger parking area to serve the Main Library and other downtown organizations/businesses.
- Expand collaboration efforts with other city departments.
- Continue to search out and apply for grants to improve library facilities and services.
- Retrieve from storage hundreds of books from the original library collection and display them in secured shelving units.
- Conduct a space study for future needs, look at building up, using rooftop, etc. along with utilizing existing outdoor areas for programming.

CITY OF BRISTOL



NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET FOR PERIOD 99

ACCOUNTS FOR:	2022 ACTUAL	2023 ORIG BUD	2023 REVISED BUD	2023 ACTUAL	2023 PROJECTION	2024 REQUEST	PCT CHANGE
MAIN LIBRARY							
TOTAL MAIN LIBRARY	1,861,190.29	1,969,060.00	1,975,560.00	1,289,505.96	1,966,060.00	2,039,870.00	3.6%
TOTAL CHILDREN'S LIBRARY	56,138.71	59,000.00	59,000.00	48,730.00	59,000.00	59,000.00	.0%
TOTAL MANROSS LIBRARY	386,784.31	415,005.00	451,577.00	308,952.31	452,990.00	435,870.00	5.0%
TOTAL LIBRARY TRUSTS	36,160.37	35,130.00	50,011.00	27,852.75	49,627.00	35,610.00	1.4%
GRAND TOTAL	2,340,273.68	2,478,195.00	2,536,148.00	1,675,041.02	2,527,677.00	2,570,350.00	3.7%

** END OF REPORT - Generated by Jodi McGrane **



NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET FOR PERIOD 99

ACCOUNTS FOR:			2022	2023	2023	2023	2023	2024	PCT
MAIN LIBRARY			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUEST	CHANGE
0016010	421001	LIBR FINES	-7,203.85	-6,000.00	-6,000.00	-3,118.08	-3,150.00	-2,000.00	-66.7%
0016010	450102	COPIER CHG	-13,271.85	-8,000.00	-8,000.00	-6,765.48	-8,000.00	-8,000.00	.0%
0016010	450313	RENTALS	-970.00	-400.00	-400.00	-2,080.00	-2,400.00	-2,000.00	400.0%
TOTAL MAIN LIBRARY			-21,445.70	-14,400.00	-14,400.00	-11,963.56	-13,550.00	-12,000.00	-16.7%



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
MAIN LIBRARY

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
421001 LIBRARY FINES			
0016010 421001 -			-2,000.00 *
Fees for lost or damaged physical items, replacement cost for missing AV cases, item barcodes, or RFID tags. The Library no longer collects fines for late items.	1.00	2,000.00	-2,000.00
450102 COPIER CHARGES			
0016010 450102 -			-8,000.00 *
Cost per page is \$.15. Public has the option to use a wireless printing app, PRINCH, which allows patrons to pay online. Library receives payment from the company. Since staples closed in Bristol public use of copiers has increased significantly.	1.00	8,000.00	-8,000.00
450313 LIBRARY RENTALS			
0016010 450313 -			-2,000.00 *
Meeting Room usage fluctuates depending on community needs. Non-profit volunteer groups may use the meeting rooms free of charge. Non-profit organizations with paid staff will be charged \$20 per hour.	1.00	2,000.00	-2,000.00
For-profit groups will be charged \$40 per hour, per room; as will all condominium and home owners associations. Food may be brought into the meeting rooms for booked events. However, a cleaning fee of \$25.00 may apply,			



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
MAIN LIBRARY

VENDOR QUANTITY UNIT COST 2024 REQUEST

TOTAL MAIN LIBRARY -12,000.00



NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET FOR PERIOD 99

ACCOUNTS FOR:			2022	2023	2023	2023	2023	2024	PCT
MAIN LIBRARY			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUEST	CHANGE
0016010	514000	REG WAGES	1,409,572.24	1,437,775.00	1,437,775.00	817,171.74	1,410,905.00	1,514,855.00	5.4%
0016010	515100	OVERTIME	42,348.58	54,600.00	54,600.00	23,015.62	55,940.00	57,465.00	5.2%
0016010	515200	PARTTIME	40,276.62	52,915.00	52,915.00	22,491.10	53,000.00	57,240.00	8.2%
0016010	517000	OTHER WAGE	7,291.32	4,555.00	4,555.00	21,531.27	25,000.00	4,820.00	5.8%
0016010	531000	PROF FEES	82,748.51	85,000.00	87,000.00	86,936.56	87,000.00	85,000.00	.0%
0016010	541000	UTILITIES	74,067.15	110,000.00	110,000.00	110,000.07	110,000.00	90,000.00	-18.2%
0016010	541100	WATER/SEWR	2,562.92	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	.0%
0016010	542140	REFUSE	82.00	200.00	200.00	21.00	200.00	200.00	.0%
0016010	543000	REP & MAIN	37,877.96	38,000.00	38,000.00	32,598.64	38,000.00	38,000.00	.0%
0016010	543100	MV SERVICE	.00	150.00	150.00	.00	150.00	150.00	.0%
0016010	544400	RENT/LEASE	360.00	390.00	390.00	390.00	390.00	415.00	6.4%
0016010	553000	TELEPHONE	6,956.91	7,200.00	7,200.00	6,900.00	7,200.00	7,200.00	.0%
0016010	553100	POSTAGE	3,463.80	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	.0%
0016010	554000	TRAV REIMB	149.57	400.00	400.00	.00	400.00	400.00	.0%
0016010	555000	PRINT/BIND	4,421.20	5,000.00	5,000.00	4,800.00	5,000.00	5,000.00	.0%
0016010	561400	MAINT SUPL	6,429.37	7,000.00	7,000.00	5,718.20	7,000.00	7,000.00	.0%
0016010	561800	PROG SUPPL	121,988.93	130,000.00	134,500.00	122,968.91	130,000.00	130,000.00	.0%
0016010	562200	NATURALGAS	18,117.02	25,000.00	25,000.00	25,000.00	25,000.00	31,250.00	25.0%
0016010	562600	M/V FUELS	800.62	900.00	900.00	741.10	900.00	900.00	.0%
0016010	563000	M/V PARTS	.00	500.00	500.00	.00	500.00	500.00	.0%
0016010	569000	OFFIC SUPL	1,491.57	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	.0%
0016010	581120	CONF MEMB	85.00	195.00	195.00	.00	195.00	195.00	.0%



NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET FOR PERIOD 99

ACCOUNTS FOR:			2022	2023	2023	2023	2023	2024	PCT
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUEST	CHANGE
0016010	581135	SCHOOLING	99.00	280.00	280.00	221.75	280.00	280.00	.0%
TOTAL MAIN LIBRARY			1,861,190.29	1,969,060.00	1,975,560.00	1,289,505.96	1,966,060.00	2,039,870.00	3.6%

CITY OF BRISTOL



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
MAIN LIBRARY

	VENDOR	QUANTITY	UNIT COST	2024 REQUEST
514000 REGULAR WAGES & SALARIES				
0016010 514000 -				1,514,855.00 *
LIBRARY DIRECTOR		1.00	145,159.00	145,159.00
SUP CHILDREN'S SERVICES		1.00	85,454.00	85,454.00
ASST. LIBRARY DIRECTOR/PROGRAM DIRECTOR		1.00	93,347.00	93,347.00
ADMIN ASSISTANT		1.00	56,533.00	56,533.00
SENIOR MAINTENANCE TECHNICIAN		1.00	64,755.00	64,755.00
SUPERVISOR OF INFORMATION SERVICES		1.00	68,200.00	68,200.00
SUPERVISOR OF CIRCULATION		1.00	68,200.00	68,200.00
TECH SERVICES COORDINATOR		1.00	60,644.00	60,644.00
ASST INFO SERV LIBRARIAN		1.00	56,533.00	56,533.00
FLOATER/ CHILDREN'S ASST		1.00	56,533.00	56,533.00
FLOATER/READER'S ADVISOR		1.00	56,533.00	56,533.00
Position vacant 11 weeks				
CHILD ASST./YOUNG ADULT		1.00	56,533.00	56,533.00
CUSTODIAN/MAINT		1.00	49,075.00	49,075.00
CHILDREN'S ASST		3.00	52,422.00	157,266.00
REFERENCE ASST/HISTORIAN		1.00	49,075.00	49,075.00
REFERENCE ASSISTANT		1.00	49,075.00	49,075.00
Position vacant 19 weeks				
LIB TECH SERVICES CLERK		1.00	49,075.00	49,075.00
CIRCULATION CLERK		5.00	49,075.00	245,375.00
CUSTODIAN		1.00	47,490.00	47,490.00
Position vacant 8 weeks				

515100 OVERTIME WAGES & SALARIES

0016010 515100 -				57,465.00 *
Admin Assistant OT		1.00	655.00	655.00
15 hours				
Senior Maintenance Tech OT		1.00	8,070.00	8,070.00
152 hours				
Supervisor of Circulation OT		1.00	1,570.00	1,570.00
30 hours				
SUPERVISOR INFORMATION SVC		1.00	1,570.00	1,570.00
30 hours				
ASST. INFO SERVICES LIBRARIAN OT		1.00	1,600.00	1,600.00
33 hours				
TECH. SUPPORT SEPCIALIST-LIBRARY OT		1.00	2,080.00	2,080.00
26 hours				
FLOATERS/READER'S ADVISORY OT		1.00	1,695.00	1,695.00
35 hours				
CUSTODIAN/MAINTENANCE OT		1.00	5,935.00	5,935.00
146 hours				
REFERENCE ASSISTANT/HISTORIAN OT		1.00	1,845.00	1,845.00
45 hours				
REFERENCE ASSISTANT OT		1.00	1,845.00	1,845.00
45 hours				



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
MAIN LIBRARY

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
CIRCULATION CLERK OT Five clerks @ 85 hours each	1.00	17,200.00	17,200.00
CUSTODIAN OT 124 hours	1.00	4,800.00	4,800.00
FLOATER/CHILDREN ASSISTANT OT 33 hours	1.00	1,600.00	1,600.00
CHILDREN ASSISTANT OT Three @ 50 hours each	1.00	7,000.00	7,000.00

515200 PARTTIME WAGES & SALARIES

0016010 515200 -			57,240.00 *
Library Page (4) 2 in Adult Dept. 2 in Children's Dept. 18 hrs. per week each	4.00	14,310.00	57,240.00

517000 OTHER WAGES

0016010 517000 -			4,820.00 *
CUSTODIAN AND CUSTODIAN/MAIN 6% SHIFT DIFFERENTIAL Staff vacation buy back	1.00	4,820.00	4,820.00

531000 PROFESSIONAL FEES & SERVICES

0016010 531000 -			85,000.00 *
Library Connection (LCI) annual assessment fee for consortia membership @ \$52,982.00; estimated costs for Security guard for 4 hrs. per night M-Th (16) and 6 hrs. on Sat for 40 wks. @ \$19.85 per hr. = \$17,468 plus 16 hrs. per week for 12 wks. in the summer @\$19.85 per hr. = \$3,811.2 for a grand total of \$21,279; \$10,739 for professional programmers, entertainers, and the annual Author Luncheon make up the difference.	1.00	85,000.00	85,000.00



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
MAIN LIBRARY

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
541000 PUBLIC UTILITIES			
0016010 541000 -			90,000.00 *
Eversource based on the Economic Forecast. Savings due to credits generated by CT Solar Portfolio. Main Library is the only city department participating with the BOE in the solar power program. Based on preliminary figures for seven months, we should realize a savings of approximately \$10,000.	1.00	90,000.00	90,000.00
541100 WATER & SEWER CHARGES			
0016010 541100 -			3,500.00 *
Bristol Water Dept. water usage and sewer fees	1.00	3,500.00	3,500.00
542140 REFUSE			
0016010 542140 -			200.00 *
Pay As You Throw Program includes annual leaf removal	1.00	200.00	200.00
543000 REPAIRS & MAINTENANCE			
0016010 543000 -			38,000.00 *
Maintenance agreements for the Bibliotheca Circulation System, including RFID Security Gates, RFID pads and software are the biggest expense. Service contracts for alarms, elevators, fire extinguishers, meeting room dividers, and laminator are all fixed costs. Maintenance uniforms, electrical supplies, and grounds-keeping items are also included.	1.00	38,000.00	38,000.00



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
MAIN LIBRARY

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
543100 MOTOR VEHICLE SERVICE & REPAIR			
0016010 543100 -			150.00 *
Regular maintenance for Library Truck provided by the City	1.00	150.00	150.00
544400 RENTS & LEASES			
0016010 544400 -			415.00 *
The Library has a U.S. Postal Box, this reflects an increase of 6.7% for a yearly rental	1.00	415.00	415.00
553000 TELEPHONE			
0016010 553000 -			7,200.00 *
The Library uses Frontier for telephone service which includes multiple phone lines in the building as well as emergency lines in two elevators and one fax line.	1.00	7,200.00	7,200.00
553100 POSTAGE			
0016010 553100 -			4,000.00 *
Includes the annual lease for the postage meter along with postage for both libraries. Metered mail will increase to \$.60 for first class mail.	1.00	4,000.00	4,000.00
554000 TRAVEL REIMBURSEMENT			
0016010 554000 -			400.00 *
To cover staff conducting outreach programs throughout the community and attendance at library meetings and conferences.	1.00	400.00	400.00



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
MAIN LIBRARY

555000 PRINTING & BINDING

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
0016010 555000 - Office works printers and photocopiers, high demand for printing with Staples closure, Princh wireless phone app allows for ease of printing.	1.00	5,000.00	5,000.00 * 5,000.00

561400 MAINT. SUPPLIES & MATERIALS

0016010 561400 - Paper goods, cleaning products, miscellaneous	1.00	7,000.00	7,000.00 * 7,000.00
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561800 PROGRAM SUPPLIES

0016010 561800 - Books, DVDs, audio, magazine & newspaper subscriptions, computer fees, online databases, movie site licenses, laminating film, receipt printer paper, library website domain registry, materials to support book discussions, adult summer reading, and other special programs, Museum Pass booking software, Cassie internet software, Princh printing software. Allocating more of the book budget towards e-content (eBooks, eAudio), digital content through streaming services such as Hoopla, and online databases. Transitioned book funds from purchase to leasing with Baker & Taylor allowing greater turnover of the collection.	1.00	130,000.00	130,000.00 * 130,000.00
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562200 NATURAL GAS

0016010 562200 - Eversource Gas based on Economic Forecast anticipated 25% increase in rates.	1.00	31,250.00	31,250.00 * 31,250.00
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NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET FOR PERIOD 99

ACCOUNTS FOR:			2022	2023	2023	2023	2023	2024	PCT
CHILDREN'S LIBRARY			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUEST	CHANGE
0016011	531000	PROF FEES	6,995.00	7,000.00	7,000.00	6,910.00	7,000.00	7,000.00	.0%
0016011	561800	PROG SUPPL	49,143.71	52,000.00	52,000.00	41,820.00	52,000.00	52,000.00	.0%
TOTAL CHILDREN'S LIBRARY			56,138.71	59,000.00	59,000.00	48,730.00	59,000.00	59,000.00	.0%



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

**ACCOUNTS FOR:
CHILDREN'S LIBRARY**

	VENDOR	QUANTITY	UNIT COST	2024 REQUEST
531000 PROFESSIONAL FEES & SERVICES				
0016011 531000 -				7,000.00 *
Special programs and entertainer fees		1.00	7,000.00	7,000.00
561800 PROGRAM SUPPLIES				
0016011 561800 -				52,000.00 *
Books, DVDs, audio, digital content such as Bookflix, materials to support programming, story times, crafts, school and community outreach, Summer Reading supplies, 1000 Books Before Kindergarten, Take your Child to the Library statewide event, and other monthly events.		1.00	52,000.00	52,000.00
TOTAL CHILDREN'S LIBRARY			59,000.00	



NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET FOR PERIOD 99

ACCOUNTS FOR:			2022	2023	2023	2023	2023	2024	PCT
MANROSS	LIBRARY		ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUEST	CHANGE
0016012	514000	REG WAGES	206,555.93	226,910.00	226,910.00	129,662.73	231,625.00	240,140.00	5.8%
0016012	515100	OVERTIME	4,479.94	6,930.00	6,930.00	2,475.37	7,135.00	7,330.00	5.8%
0016012	515200	PARTTIME	58,807.75	63,730.00	63,730.00	35,544.18	63,730.00	68,070.00	6.8%
0016012	517000	OTHER WAGE	1,546.74	2,435.00	2,435.00	5,046.74	5,500.00	2,580.00	6.0%
0016012	531000	PROF FEES	20,514.90	21,000.00	21,000.00	20,200.00	21,000.00	21,000.00	.0%
0016012	541000	UTILITIES	19,267.25	24,000.00	24,000.00	24,000.00	24,000.00	24,000.00	.0%
0016012	541100	WATER/SEWR	516.60	500.00	500.00	500.00	500.00	500.00	.0%
0016012	543000	REP & MAIN	6,949.91	7,000.00	7,000.00	6,532.46	7,000.00	7,000.00	.0%
0016012	561400	MAINT SUPL	1,483.05	1,500.00	1,500.00	1,036.00	1,500.00	1,500.00	.0%
0016012	561800	PROG SUPPL	47,651.38	50,000.00	50,000.00	44,029.04	50,000.00	50,000.00	.0%
0016012	562200	NATURALGAS	9,945.04	11,000.00	11,000.00	11,000.00	11,000.00	13,750.00	25.0%
0016012	589100	MANRS MISC	9,065.82	.00	36,572.00	28,925.79	30,000.00	.00	.0%
TOTAL MANROSS LIBRARY			386,784.31	415,005.00	451,577.00	308,952.31	452,990.00	435,870.00	5.0%

CITY OF BRISTOL



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
MANROSS LIBRARY

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
514000 REGULAR WAGES & SALARIES			
0016012 514000 -			240,140.00 *
ASST. SUPERVISOR OF BRANCH SERVICES	1.00	56,535.00	56,535.00
LIBRARY ASSISTANT	1.00	49,075.00	49,075.00
LIBRARY CLERK - 233	1.00	49,075.00	49,075.00
SUPERVISOR OF BRANCH SERVICES	1.00	85,455.00	85,455.00
515100 OVERTIME WAGES & SALARIES			
0016012 515100 -			7,330.00 *
To cover vacations, sick time, and weather-related events.	1.00	7,330.00	7,330.00
515200 PARTTIME WAGES & SALARIES			
0016012 515200 -			68,070.00 *
LEAD CUSTODIAN	1.00	23,745.00	23,745.00
LIBRARY CLERK	1.00	15,705.00	15,705.00
LIBRARY PAGES	2.00	14,310.00	28,620.00
2 Library Page positions (high school student book shelveers). Minimum Wage increases to \$15.00 on June 1 2023 and \$15.70 (possible) on January 1, 2024. 26 weeks, 18 hrs. per 2 pages per week @ \$15.00 = \$28,080 plus 26 weeks, 18 hrs. per 2 pages per week @ \$15.70 = \$14,695.			
517000 OTHER WAGES			
0016012 517000 -			2,580.00 *
vacation buy backs	1.00	2,580.00	2,580.00
531000 PROFESSIONAL FEES & SERVICES			
0016012 531000 -			21,000.00 *
Security guard salary and programming events for children and adults	1.00	21,000.00	21,000.00



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
MANROSS LIBRARY

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
541000 PUBLIC UTILITIES			
0016012 541000 -			24,000.00 *
Eversource Electric based on Economic Forecast	1.00	24,000.00	24,000.00
541100 WATER & SEWER CHARGES			
0016012 541100 -			500.00 *
Bristol Water Dept. water usage and sewer fees based on a typical year.	1.00	500.00	500.00
543000 REPAIRS & MAINTENANCE			
0016012 543000 -			7,000.00 *
Alarm systems, elevator maintenance, RFID system, laminator maintenance agreements	1.00	7,000.00	7,000.00
561400 MAINT. SUPPLIES & MATERIALS			
0016012 561400 -			1,500.00 *
Paper goods, electrical supplies, cleaning supplies, misc.	1.00	1,500.00	1,500.00
561800 PROGRAM SUPPLIES			
0016012 561800 -			50,000.00 *
Books, DVDs, audio, magazine & newspaper subscriptions, materials to support programs such as story times, Summer Reading Programs for children and adults, crafts, and community outreach.	1.00	50,000.00	50,000.00



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR: MANROSS LIBRARY

	VENDOR	QUANTITY	UNIT COST	2024 REQUEST
562200 NATURAL GAS				
0016012 562200 -				13,750.00 *
Based on the Economic Forecast anticipated increase of 25%		1.00	13,750.00	13,750.00

TOTAL MANROSS LIBRARY 435,870.00



NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET FOR PERIOD 99

ACCOUNTS FOR:			2022	2023	2023	2023	2023	2024	PCT
LIBRARY TRUSTS			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUEST	CHANGE
0016014	480001	MAIN TRUST	-4,455.00	-4,550.00	-4,550.00	-2,275.00	-4,550.00	-4,630.00	1.8%
0016014	480002	GOODSELL	-30,125.00	-30,580.00	-30,580.00	-15,290.00	-30,580.00	-31,060.00	1.6%
TOTAL LIBRARY TRUSTS			-34,580.00	-35,130.00	-35,130.00	-17,565.00	-35,130.00	-35,690.00	1.6%
GRAND TOTAL			-34,580.00	-35,130.00	-35,130.00	-17,565.00	-35,130.00	-35,690.00	1.6%

** END OF REPORT - Generated by Jodi McGrane **

CITY OF BRISTOL



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR: LIBRARY TRUSTS		VENDOR	QUANTITY	UNIT COST	2024 REQUEST
480001 LIBRARY TRUST FUNDS					
0016014	480001 - Trust Revenue		1.00	4,630.00	-4,630.00 * -4,630.00
480002 GOODSELL TRUST					
0016014	480002 - Trust Revenue		1.00	31,060.00	-31,060.00 * -31,060.00
TOTAL LIBRARY TRUSTS					-35,690.00
GRAND TOTAL					-47,690.00

** END OF REPORT - Generated by Jodi McGrane **

CITY OF BRISTOL



NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET FOR PERIOD 99

ACCOUNTS FOR:			2022	2023	2023	2023	2023	2024	PCT
LIBRARY TRUSTS			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUEST	CHANGE
0016014	561800	PROG SUPPL	24,703.24	30,580.00	45,077.00	23,302.75	45,077.00	31,060.00	1.6%
0016014	589100	MAIN MISC	11,457.13	4,550.00	4,934.00	4,550.00	4,550.00	4,630.00	1.8%
TOTAL LIBRARY TRUSTS			36,160.37	35,130.00	50,011.00	27,852.75	49,627.00	35,690.00	1.6%
GRAND TOTAL			36,160.37	35,130.00	50,011.00	27,852.75	49,627.00	35,690.00	1.6%

** END OF REPORT - Generated by Jodi McGrane **

CITY OF BRISTOL



NEXT YEAR BUDGET DETAIL REPORT

PROJECTION: 20240 2023-2024 GENERAL CITY BUDGET

ACCOUNTS FOR:
LIBRARY TRUSTS

561800 PROGRAM SUPPLIES

VENDOR	QUANTITY	UNIT COST	2024 REQUEST
0016014 561800 -			31,060.00 *
Gift monies for books, AV materials, subscriptions from Goodsell Bequest for Main Library Adult Collection	1.00	31,060.00	31,060.00

589100 MISCELLANEOUS

0016014 589100 -			4,550.00 *
Gift Monies from the Bristol Libraries Trust for special events and materials	1.00	4,550.00	4,550.00

TOTAL LIBRARY TRUSTS 35,610.00

GRAND TOTAL 2,570,350.00

** END OF REPORT - Generated by Jodi McGrane **