

ANNUAL YEAR IN REVIEW 2021

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Superintendent of Parks, Recreation, Youth and
Community Services



Overview

- Review of 2021 Goals (established in December 2020)
- Strategic Plan
- Completed Department Projects
- Accomplishments and Highlights by Division
- Significant grant awards and fundraising
- Presentations, publications and awards
- 2022 Goals: What's Next?



Review of 2021 Goals (established in December 2020)



- Master Plan
- Strategic Plan
- Grand re-opening of Page Pool
- Construction of Rockwell Pump Track
- Perry J. Spinelli Pavilion phase 1
- All Heart Parks Gear Shop
- Relaunch and rebrand of Pine Lake Adventure Park
- All Heart Pop-Up Parks
- 100th Anniversary of the Memorial Boulevard
- Apply for CAPRA

- Master Plan (Feb 21')
- Strategic Plan (Nov 21')
- Grand re-opening of Page Pool w/fundraiser (June 21')
- Construction and opening of the new Rockwell Pump Track (July 21')
- Perry J. Spinelli Pavilion phase 1 (Dec 21')
- Pine Lake Adventure Park Business Plan (March 21')
- All Heart Pop-Up Park Series (summer 21')
- 100th Anniversary Celebration of Memorial Boulevard (Oct 21')

- Re-opening of Pine Lake Adventure Park (late summer 22')
- All Heart Parks Gear Shop (summer 22')
- Apply for CAPRA (Fall 22')

Page Pool Food & Wine Fundraiser & Grand Opening

- \$10,400 raised from ticket sales, donations and raffle's
- 124 attendees
- 100% Board of Park Commissioner participation
- Pool opened to general public Saturday, June 26, 2021.
- Pool attendance up by 1,500 participants since renovations



All Heart Pop-Up Parks

- Entirely funded by Main Street Community Foundation Broad View Fund Grant
- \$21,000 raised Cocktails @ Eight 2019
- 13 events, 13 different locations across Bristol
- Free to the public
- Over 1,500 in attendance
- Creation of “On the Go” van for sustainability of All Heart Parks into the future!



100th Anniversary of the Veterans Memorial Boulevard

- 15 Event Committee planning meetings held
- 8 stations, dozens of volunteers, 100 years of history
- Over 30 community sponsors, \$23,400 raised
- Time Capsule buried- to be opened in 2121



2022-2024 Strategic Plan

- Adopted November 2021
- Focus Areas:
 - Park & Facility Development
 - Park & Facility Management
 - Programs & Services
 - Financial & Budgetary Development
 - Policies & Practices
- Regular review, tracking progress and, measuring success



Completed Projects

- **Major Projects**

- Perry J. Spinelli phase 1 Renovation
- Rockwell Pump Track
- Page Pool Renovation

- **Partner Projects with Public Works**

- Retaining wall on the Boulevard
- Veterans Memorial Bridge Construction
- Pine Lake parking lot
- DMAC parking lot paving
- Remediation of Pine Lake

- **Smaller Projects & Improvements**

- Pine Lake Improvements (on-going)
- Shade Structures
- Custom pool covers
- General Wozenski Monument
- Community Garden
- Opening of the Arts & Culture Center



Perry J. Spinelli Pavilion (Phase 1)

- HVAC system, new kitchen, storage, flooring, wall stain, ramp improvements
- Phase 2: ADA sidewalk upgrades, new ADA deck/fencing, new windows, lighting.
- Community rental facility: school events, birthday parties, graduation, weddings, and more.



Rockwell Pump Track

- Entirely funded through \$66,000 NRPA Play & Youth Sports Grant
- Supported by Bike Bristol as phase 2 of 2019 trail project
- Larger Pequabuck river mitigation project to address floodplain issues with in-fill.



Partner Projects with Public Works

- Repairs to critical infrastructure
- Safety improvements for seniors at pool
- In-house cost savings



Park Improvements

- ISAIAS damage turned to site design
- Community volunteer Kevin Roalfe- Mix Street Field house improvements
- Safety improvements w/shade structures
- Pool covers to protect pool shells and extend life



Upcoming Projects & Equipment Acquisition

- New Stocks Playground & upcoming field/site improvements
- Playground updates on Federal Hill
- DMAC Sign
- Seymour Park site and court improvements
- Tennis/Basketball Court Resurfacing (Rockwell, Brackett, and Peck Park)
- Upgrades to Pine Lake (pavilion, sheds, prefabricated bathroom, elements)
- Page Park Design/Planning and Revitalization
- Dam Inspections and Emergency Action Plan per DEEP
- Trash Truck on order
- Avant Skid steer Loader



Highlights & Accomplishments by Division/Service Area

- Administration
 - Outreach, Marketing & Events
- Parks, Grounds & Facilities Maintenance
- Recreation
 - Pine Lake Adventure Park
- Aquatics
- Youth & Community Services
 - BEST (Drug Free Communities)
- Arts & Culture



Core Values

- **Commitment to Service (S)**: Utilize a responsive, customer-centric, resident-driven professional approach to all areas of service delivery which includes transparency, strong communication and public outreach.
- **Commitment to Partnership (P)**: Develop strong internal and external partners and sponsors to ensure the changing recreation, leisure, and community service needs of a diverse community are being met.
- **Commitment to Diversity, Inclusion and Social Equity (DEI)**: Ensure every resident feels welcome and has access to high-quality parks and services; regardless of age, ability, ethnicity, gender, sexual orientation and socio-economic status.
- **Commitment to Stewardship and Conservation (SC)**: Manage city parks and open space to preserve natural resources and park assets for future generations.
- **Commitment to Fiscal Stewardship (FS)**: Engage in strong financial leadership across every level of the organization to ensure all areas of service are administered in a fiscally responsible way.
- **Commitment to Innovation (I)**: Commit to being at the forefront of solution-based problem solving and creativity to address current and future challenges facing the City of Bristol.

Administration

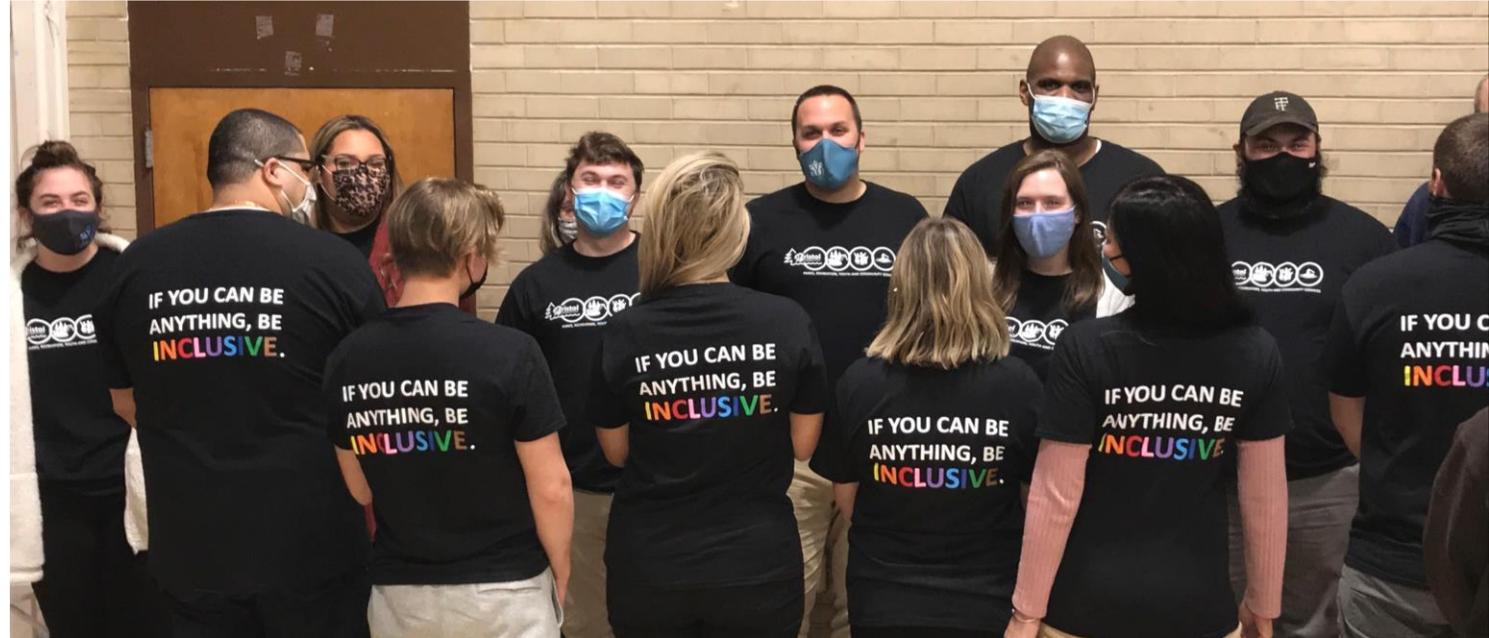
- Collaborated with BBHD on COVID-19 policies (**P**) and coordinated with the Mayor's Office/Emergency Management Department to host vaccine clinics at several city parks. Assisted with vaccine outreach to low income areas near Rockwell (**DEI**).
- Developed proposals for ARPA funds in conjunction with Parks Board. Superintendent delivered remarks at press conference in March and serves in an advisory capacity to the city's ARPA Task Force (**I**).
- Deputy Superintendent managed FEMA data collection and reporting for a number of significant storm events.
- Created a 5 member internal Job Revision team to review department job descriptions and make recommendations for change (**I**).
- Deputy Superintendent serves on the City Hall renovation committee.
- Approved and implemented formal Inclusion Process (**DEI**)

Outreach, Marketing & Events (Administrative Division)

- Developed a Marketing Toolkit to support work of supervisors/coordinators. Leads monthly marketing meetings and provide training and consultation to program staff *(I)*.
- Coordinated a “Letters of Love” initiative to have Bristol youth create Valentine Cards that we delivered to senior living facilities to brighten the spirits of seniors living in isolation during Covid-19 shutdown.
- Developed the department’s first ever Annual Fundraising Campaign *(FS)*. Annual review to be held Winter 2022.
- Coordinated outreach efforts with grant reporting (NRPA Youth/Play) and community polling for Stocks Playground.
- Provided leadership to the Events Committee for the development of the 100th Anniversary of the boulevard event including an ambitious sponsorship program that resulted in over \$23,000 raised *(FS)*.
- Launched a Park Ambassador program in collaboration with the Bristol Police Department. Ordinance Committee granted citation powers to ambassadors *(S), (I), (P)*.
- Created an informational signage series along the Pequabuck River in consultation with Inland Wetlands Commission to help mitigate damming issues *(SC), (P)*.
- Managed the All Heart Pop-Up Parks Series, an ambition 13 week event series attracting over 1,500 attendees.

Administration continued

- Launched an employee climate survey and provided all staff diversity, equity and inclusion training (*DEI*) (top).
- Coordinated monthly Bristol Green Team events (*SC*) (bottom left).
- Held 2nd Annual Letters to Santa program at Page & Federal Hill Green (bottom right).
- Coordinated a monthly Movie Night Series during the summer at Rockwell.
- Worked with School Readiness Program to create a Story Walk at RW boardwalk (*P*).



Parks, Grounds & Facilities Maintenance

- Assisted with coordination of the new Veterans Banner Program on the boulevard in conjunction with Administration, Veterans Council and Marketing Department *(P)*.
- Re-opened Muzzy Field for an increasingly busy season following Covid-19 and field renovation project.
- Participated in the City Wide Community Clean-up Day on 4/24 *(SC)*.
- Installed a new General Wozenski Monument on Veterans Memorial Boulevard in conjunction with the Veterans Council *(P)*.
- Participated in a number of trainings including the CRPA Parks Field Day event, CRPA annual conference, and in-house trainings such as homelessness engagement with Community Services Coordinator Aubrey *(P)*.
- Supported the BOE with Muzzy Field Thanksgiving Day game and also assistance on rebuilding HS field with our ABI machine *(P)*.
- Managed several large tropical and winter storm events that caused damage to trees and park features.

Parks Division

- Renovated Muzzy Field (top)
- Parks crew building the mound at Muzzy (bottom left)
- New General Wozenski Monument being admired during 100th anniversary event (bottom right)

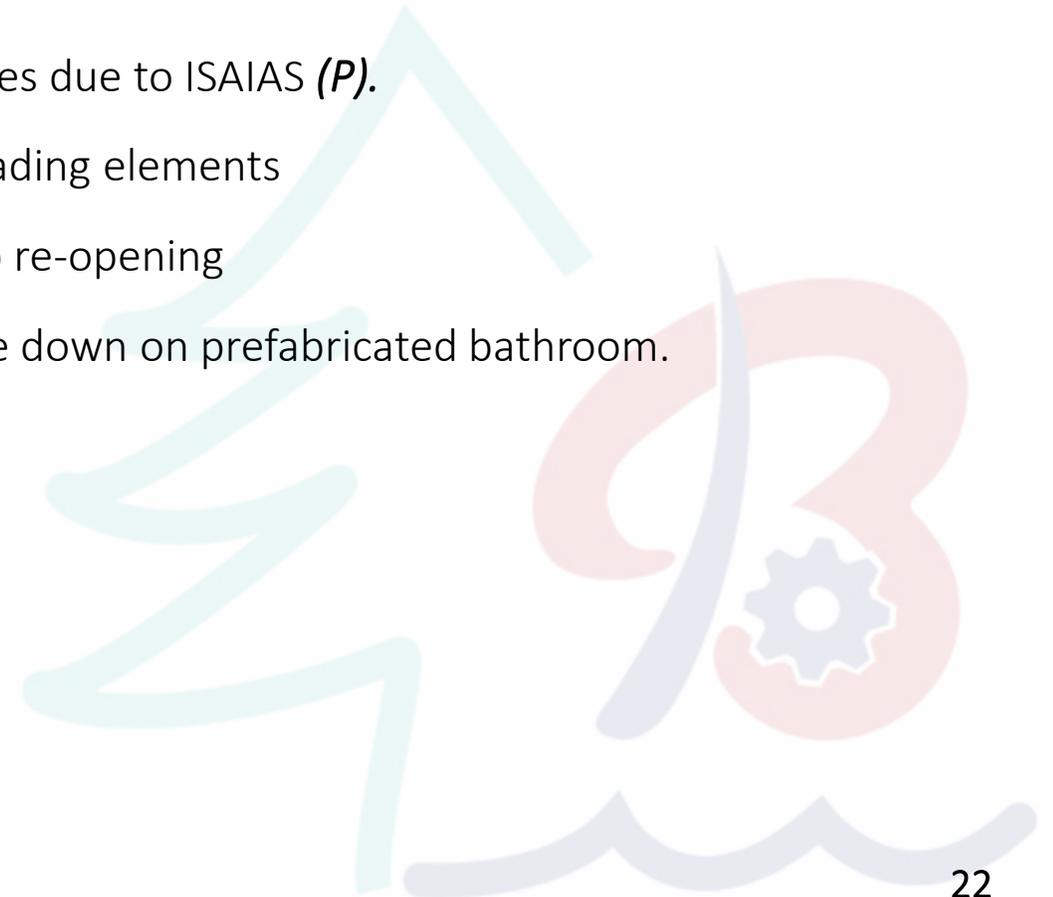


Recreation

- In conjunction with Parks, coordinated the return of a Bristol tradition; Pop-up Ice Skating event at Rockwell Lagoon. Event was well attended and drew significant media attention *(S)*.
- Continued to deliver nearly 1,000 All Heart Park packs to Bristol families across the city throughout the pandemic. Packs included a variety of recreation activities and supplies at no cost to kids. Bags were delivered directly to homes eliminating any transportation barriers *(DEI)*.
- Utilized \$75,000 in AccelerateCT summer camp enrichment grant funding to provide before/after care, transportation for youth in need and additional scholarships *(FS)*, *(DEI)*. Provided the Lieutenant Governor a tour of Bristol's summer camp programs.
- Offered a variety of new programs including Kitchen Creations, Tiny Chefs, Cookie Decorating Kits, and Chess Lessons. Planned new programs in 2022 include CrossFit, return of Gymnastics, and Smartphone Photography to name just a few.

Pine Lake Adventure Park (Recreation Division)

- Completed and presented the new Business Plan for Pine Lake Adventure Park. Plan adopted by Parks Board in March *(FS)*.
- On-going collaboration with Parks to address significant downed trees due to ISAIAS *(P)*.
- Replacing damaged pavilion, lining course trails with tree logs, upgrading elements
- Scheduling a safety inspection of challenge course elements prior to re-opening
- Ordering equipment sheds and working with company to bring price down on prefabricated bathroom.
- Planning for mid-late 2022 re-opening of the course.



Recreation Division

- Pop-Up Ice Skating at Rockwell (top)
- All Heart Park Pack (bottom left)
- Retiree Golf League (bottom right)

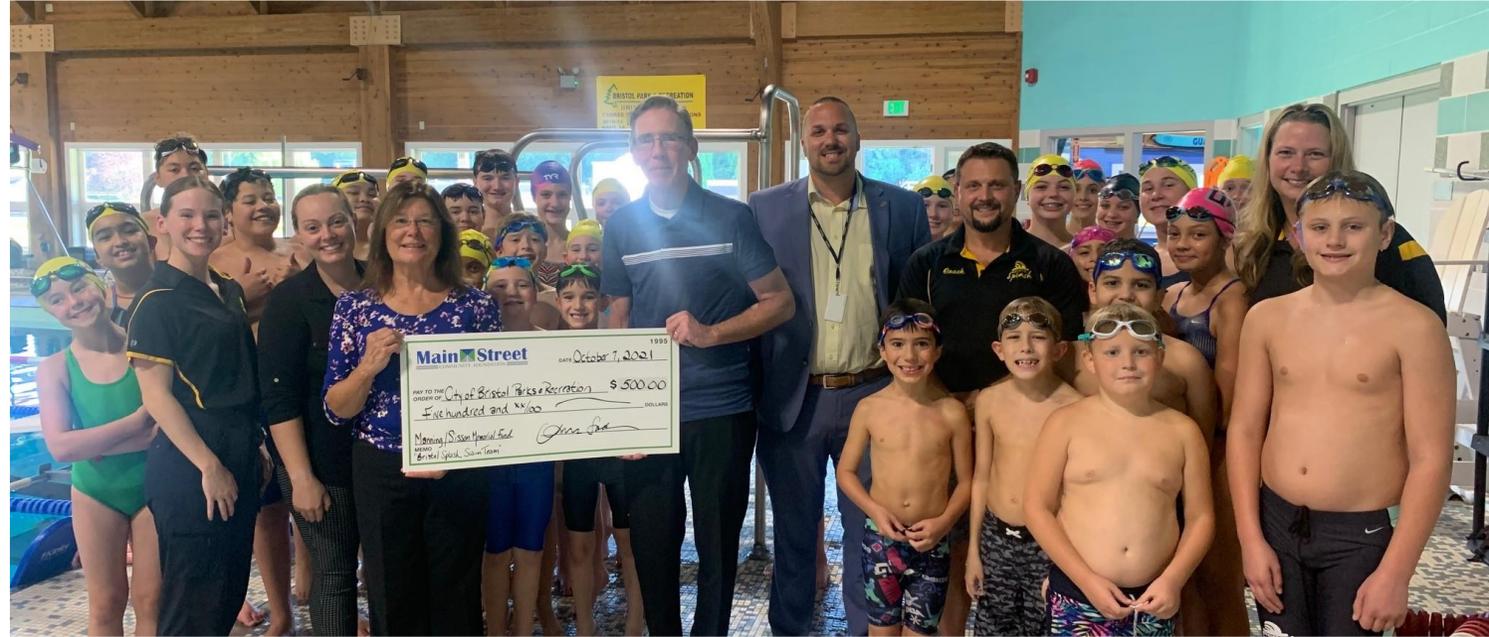


Aquatics

- Supported Administration with the Page Pool Food & Wine Festival Fundraiser. Re-opened Page Pool to the public after extensive training with aquatics staff. Attendance was up and surpassed Rockwell by 1,200 visitors for the first time in years.
- An all female lifeguard team saved a patron's life who suffered a cardiac emergency at DMAC. Staff were commended and debriefed and were formally provided All Heart Awards at City Council.
- Popular Learn to Swim program returned once Covid-19 restrictions were lifted.
- Enhancements to the pools included new custom covers and shade structures to provide patrons coverage from the sun.
- Facility Maintenance Technician built pool platforms to allow for expanded swim lesson offerings during Covid-19 (allowing more kids in deeper sections of pool due to platform) *(S), (I)*.

Aquatics Division

- The newly established Manning-Sisson Fund through MSCF provided a \$500 donation to the Bristol Splash Team in honor of former swim coach Mary Sisson who passed. It is anticipated that the donation will be received annually (*FS*). (top).
- Underwater Easter Egg Hunt (bottom left)
- Popular Neon Nights event at Rockwell Pool (bottom right)



Youth & Community Services

- Implemented a new case management software to better access clients and improve record keeping *(S), (I)*.
- Partnered with ECD/Marketing/Mayor's Office to successfully roll out the SNAPs/EBT program. In addition to shepherding the process, the Community Services Coordinator and Supervisor ran the program weekly at the Farmer's Market *(P), (S), (DEI)*.
- Delivered remarks and provided activities alongside other department staff for the United Way's summer youth employment program *(P)*.
- Received 25 vouchers from Bristol Housing Authority to help place families and assist vulnerable community members *(P), (DEI)*
- Coordinated the 1st Pride Night at the Park at Muzzy Field in conjunction with the Bristol Blues and High School GSA youth *(P), (DEI)*.
- Awarded \$2,000 grant from Main Street Community Foundation Men & Boys Fund to support Skills to Pay the Bills program *(FS)*.

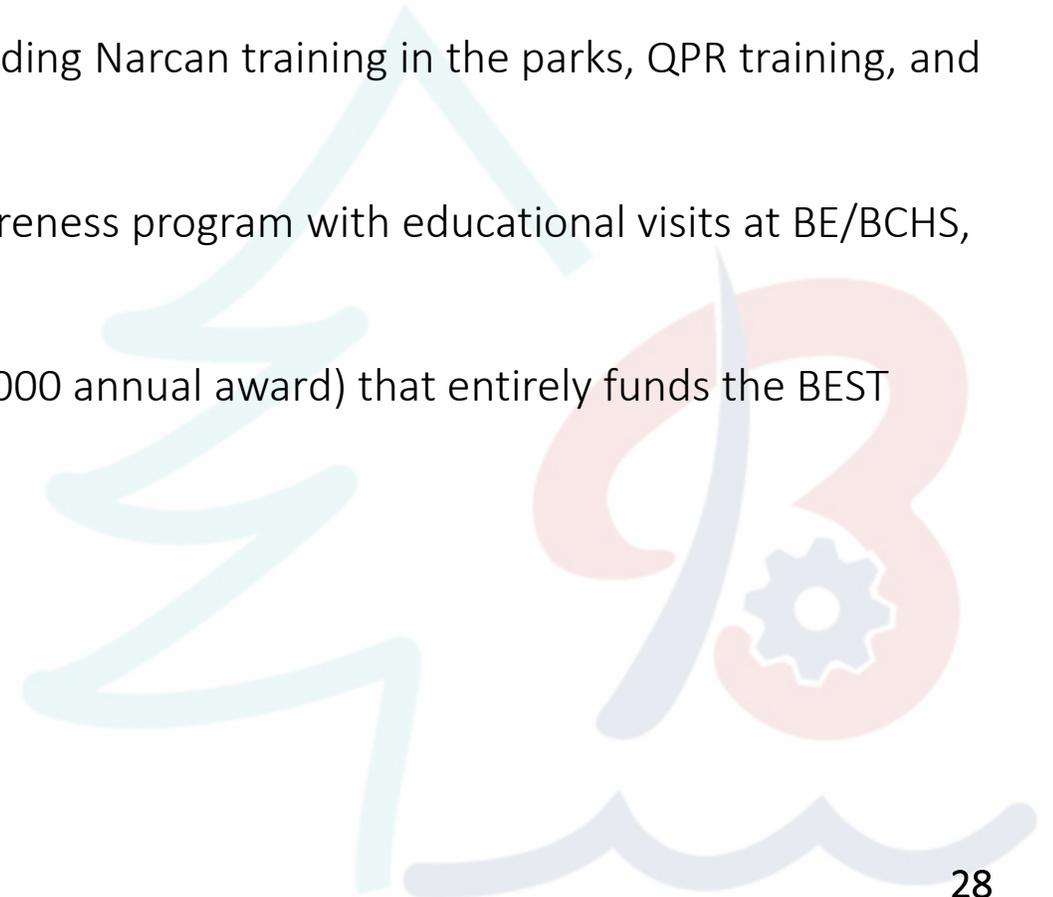
Youth & Community Services Division

- Changed the venue of the annual Youth Recognition Award Night to Muzzy Field. The event was well attended a huge success (top).
- Youth & Family Coordinator coordinated City's Annual Pride Flag Raising event and had youth speakers (bottom left).
- Installed a small community garden and little library at Youth & Community Services Building (bottom right)



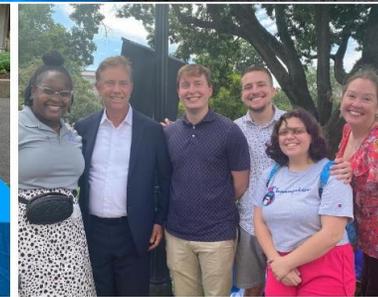
Drug Free Communities (BEST)

- Utilized State Opioid Response Grant to install a new medication disposal lock box at Beacon Prescriptions on South Street (*P*).
- Coordinated an event series during National Prevention Week including Narcan training in the parks, QPR training, and a Knock Out Stigma Basketball Contest at Brackett Park.
- Celebrated Red Ribbon Week, nation's largest drug prevention awareness program with educational visits at BE/BCHS, teen nights, and community engagement at the Farmer's Market.
- Re-applied and received years 6-10 of the federal DFC grant (\$125,000 annual award) that entirely funds the BEST program (*FS*).



Drug Free Communities

- Partnered with the Bristol Police Department on National Prescription Drug Take Back Day (top).
- BEST tabling at the State Capitol on International Overdose Awareness Day (bottom left).
- Rebranded from BEST 4- Bristol to BEST with new logo (bottom right).



**NATIONAL
PREVENTION
WEEK**

FOR MORE INFO VISIT OUR INSTAGRAM @BEST_COALITION
REGISTER FOR (MOST) ACTIVITIES ON BRISTOLREC.COM
MAY 10TH- 15TH

Arts & Culture Division

- Oversaw the popular Rockin' at Rockwell Summer Concert series that attracted over 7,000 attendees, managed a number of enrichment programs including art instruction and dance classes. Added 20 new Arts & Culture Classes for the Arts & Culture Center's first season (January 2022)- all operated from revolving accounts *(S)*, *(FS)*.
- Coordinated a successful Open House event at the new Arts & Culture Center which included live mural demonstration, programs and floral design workshop. Event was fully sponsored by Arts & Culture non-profit.
- Co-planned the second annual Community Conversations event in conjunction with department staff, Mayor's Office, BOE, and Police Department *(P)*, *(DEI)*.
- Developed MOU with Board of Education to lay the framework for the community use of MBIAMS theater. Regular engagement with BOE staff *(P)*.
- Developed a proposal for a \$730k Special Revenue Fund Budget for the Arts & Culture Center and the Theater from the ground up *(FS)*. The proposed fund will support the salary of the Arts & Culture Supervisor.

Arts & Culture Division continued

- Executed the City's first Hispanic Heritage Month Concert with 300+ attendees *(DEI)*.
- Managed planning for 35th annual Winter Wonderland event, expanding on Santa Land tradition while incorporating diverse holiday celebrations *(DEI)*.
- Created Paint & Sip and Paint with Me in location partnership with The Carousel Museum *(P)*.
- Coordinated musical acts with BE/BCHS and Bristol Brass & Wind Ensemble for the 100th Anniversary Celebration of Memorial Boulevard and sound/stage logistics for Mum Festival.
- Created Trash Can Design contest that received 100+ submissions. Winning designs will be painted on park trash cans this spring *(I)*.
- Began application process for the State of Connecticut Cultural District Designation *(I)*.

Arts & Culture

- Managed the “Main Street Beautification” mural under the PanAm railway (top)
- Oversaw management of Memorial Boulevard Tree Carving (bottom left)
- Repainted playground turtles (bottom right)



Significant Grant Awards & Fundraising

- \$75,000 in Accelerate CT grant award from the State of CT for summer camp enrichment
- \$50,000 donation from Robert Rosenheim Foundation for Parent & Child Program
- \$23,400 in sponsorships raised for 100th Anniversary of Veterans Memorial Boulevard
- \$10,400 raised at Page Pool Grand Opening & Wine event
- \$125,000 from Department of Health & Human Services DFC continuation grant
- \$41,745 from State of CT for Youth Services Bureaus
- \$530,113 from Bank of America for Park Trust Fund Revenues

Total Raised: \$855,658

Presentations, Publications & Awards

- Josh Medeiros, Superintendent achieved Certified Parks and Recreation Executive (CPRE) status, 1 of 300 in the country
- Josh Medeiros, Superintendent re-elected to National Recreation and Parks Association Board of Directors for a second term. Elected to Secretary of the Board and Chair of Governance Committee.
- Sarah Larson, Deputy Superintendent achieved Certified Parks and Recreation Professional (CPRP) status
- Sarah Larson, Deputy Superintendent NRPA's "30 under 30"
- Lauren Imholte, Arts & Culture Supervisor graduated with Masters in Public Administration from Clemson University
- Lindsey Majors, Sophia Gomez, Madison Shea, Nadine Masayda and Raelynne Andrews, received Bristol All Heart Awards & American Red Cross Lifesaving Award in honor of their brave actions for saving a pool patrons life.
- Facility of Merit Award: Page Pool (CRPA Awards)
- Inclusive Program of Merit Award: Community Conversation (CRPA Awards)

Presentations, Publications & Awards

- The Wrap Around: Bristol's Approach to Homelessness (CRPA Annual Conference) w/ Josh Medeiros, Sarah Larson, Aubrey Minkler, Jenelle Howard and Officer Mark Kichar
- Equity at the Center: Changing Agency Culture (CRPA Annual Conference) Sarah Larson & Kyana Anderson
- Lifeguards as First Responders (NRPA Conference) and Staying Afloat: Aquatics Financials (CRPA Conference) Jaimie Clout
- Good News in Parks Podcast, Sarah Larson
- Yoga and Mindfulness for Campers Presentation at (CRPA Camp College) Lauren Imholte
- Josh Medeiros and Sarah Larson attended the opening day of the US Open in New York on behalf of Bristol and NRPA.
- Tim Rollins achieved Certified Pool Operator and CDL
- Equity at the Center: Changing Agency Culture (NRPA Director's School) Josh Medeiros
- Josh Medeiros invited to all expenses paid Parks and Recreation Summit (1 of 50 directors from across the country)
- NRPA featured Recreation in "How Park and Recreation Departments are Reimagining Themselves During COVID-19" on their Blog

Presentations, Publications & Awards

- Aquatics Staff receiving Lifesaving Awards from American Red Cross (top).
- CRPA Facility of Merit- Page Pool & Inclusive Program of Merit- Community Conversation (bottom right).
- CRPA Wrap Around Services for Homelessness Presentation- Josh, Sarah, Aubrey, Officer Mark Kichar (bottom left).



2022 Goals: What's Next?

- Implementation of the 2022-2024 Strategic Plan
 - Park & Facility Development
 - Park & Facility Management
 - Programs & Services
 - Financial & Budgetary Development
 - Policies & Practices
- Page Park Revitalization Planning & Phase 1
- Continue CAPRA policy development
- Community Theater in the MBIAMS and Cultural District Designation for City of Bristol
- Re-opening of Pine Lake Adventure Park



Final Thoughts & Reflections

