



PARKS & RECREATION ADVISORY COMMISSION

CITY OF HARTFORD
Monthly Meeting Minutes
Parks and Recreation Advisory Commission
Tuesday, September 25, 2018
City Hall – Green Room
 550 Main Street, Hartford, CT 06103

Commissioners in Attendance: Janier Caban-Hernandez, Charmaine Craig, Brian Gallagher, Kathy Krackowsky, Craig Mergins, Dave Rozza, Donna Swarr,
 Ex Officio: Adam Cloud
 City Staff: Frank Dellaripa, Petrel Maylor
 Guests: Councilman Gale, Alison Cappuccio, Neil Connors, Leslie Hammond, Henry Hester, Alyssa Petersen, Grace Yi
 Excused absences: Denise Best, Chris Hayes

Minutes of June 26, 2018 approved

Reminder: Friend of the Parks Celebration will be held Thursday, September 27th

Park Trust Fund Review –

Treasurer Adam Cloud provided an overview of the establishment of the Park Trust Fund; 8 million in 19xx and 4 million in 19xx is what is the corpus of the trust fund. It cannot be spent; it is intended to be available in perpetuity. Income has been steadily withdrawn since 2013. The trust fund in any given year's funds are required to be 70% for beautification and conservation, 25% for non-reoccurring and 5% for trees. Below is a summary since 2008 of spending. Treasurer Cloud recommended that we invite CFO, Melissa McCarthy for projects in the Capital Improvement budget. He also recommended adding him as an Ex-Officio member.

Hartford Parks Trust Fund Summary as of August 31, 2018

Market Value	Cumulative Yearly Income (est./Div)	75% of Income Available for Beautification, Conservation, etc. per Ordinance of 1988	25% of Income Available for Non-Recurring Capital Expenditures per Ordinance as Amended in 1997	2012 Amendment for 5% to be transferred to the CCR Tree Account	Withdrawals to date
8/31/2018	24,553,693.85	124,444.88	87,111.41	31,111.22	(906,628.39)
6/30/2018	23,952,935.62	858,898.73	461,229.11	154,724.88	(467,705.28)
6/30/2017	23,125,468.72	551,927.59	407,349.31	145,481.95	(454,410.76)
6/30/2016	20,115,786.80	591,148.88	413,802.81	147,785.72	(582,821.03)
6/30/2015	22,885,668.31	869,626.51	468,738.55	167,406.63	(586,194.70)
6/30/2014	23,944,784.03	708,715.41	496,100.79	177,178.85	(908,687.27)
6/30/2013	20,047,585.54	893,595.28	485,518.89	173,398.82	(1,891,205.13)
6/30/2012	18,512,650.35	678,878.79	475,215.15	169,719.79	(615,959.80)
6/30/2011	18,218,184.15	496,496.30	372,372.23	124,124.08	(22,234.88)
6/30/2010	16,407,911.84	370,170.38	277,627.79	92,542.60	
6/30/2009	15,715,328.78	496,474.91	372,356.18	124,118.73	
6/30/2008	17,323,143.80	651,279.07	488,459.30	162,819.77	
6/30/2007	18,508,021.44	656,155.74	492,116.81	164,038.94	
6/30/2006	17,378,658.67	605,256.31	453,942.23	151,314.08	
Totals:	7,658,621.89	5,664,826.96	1,954,655.47	229,138.46	(5,837,847.04)
Available Balances	7,813,547.34	5,664,826.96	1,954,655.47	184,064.91	

*J. Sue Absher
Thursday, September 20, 2018*

Parks and Recreation Advisory Commissioners

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Below are the list projects that was submitted by Mayor Bronin in 2017 as part of the City Budget and was approved by the City Council. PRAC contributed projects deemed of highest priority by Friends Groups for their parks. Others were sought out by the Mayor, City Council President and Treasurer from other groups who are stakeholders in the parks.

HARTFORD PARK TRUST FUND CAPITAL IMPROVEMENT PLAN As of 6/30/2018											
PROJECT #	DESCRIPTION	HPTF FUNDING	MAYOR APPRD	Bud Chg	PRIOR EXP	PRIOR REV	CURR EXP	EXP OVER REIMB	AVAIL BUDGET	STATUS	
W1706	Hartford Park - Neighborhood Env	500,000.00	-		486,000.00	(486,000.00)	-	-	14,000.00	OPEN NEW METHOD	FD4029
W1418	Cemetery Beautification and Improve	200,000.00	-		122,825.97	(122,825.97)	-	-	77,174.03	OPEN NEW METHOD	FD4029
W1505	Urban Forestry - Project is closed	500,000.00	-	(2,365.00)	497,635.00	(497,635.00)	-	-	-	CLOSED NEW METHOD	FD4029
W1723	Emerald Ash Borer Initiative	200,000.00	200,000.00		49,549.00	(49,549.00)	11,952.00	11,952.00	138,499.00	OPEN NEW METHOD	FD4029
W1811	Citywide Park Signage	2,000,000.00	1,400,000.00		-	-	43,000.00	43,000.00	1,957,000.00	OPEN NEW METHOD	FD4029
W1812	Sidewalks - Elizabeth, Colt and Sigourney	300,000.00	300,000.00		-	-	10,687.50	10,687.50	289,312.50	OPEN NEW METHOD	FD4029
W1813	Lighting and Sidewalks - Bushnell East & West	1,000,000.00	900,000.00		-	-	-	-	1,000,000.00	OPEN NEW METHOD	FD4029
W1814	Pope Park Baseball Field	750,000.00	750,000.00		-	-	-	-	750,000.00	OPEN NEW METHOD	FD4029
W1815	Goodwin Park Tennis Courts	200,000.00	200,000.00		-	-	8,500.00	8,500.00	191,500.00	OPEN NEW METHOD	FD4029
W1816	Keney Park ADA Improvements - Vine Street	250,000.00	270,000.00		-	-	-	-	250,000.00	OPEN NEW METHOD	FD4029
W1817	Pond Dredging - Goodwin, Pope, Bushnell	2,500,000.00	1,300,000.00		-	-	-	-	2,500,000.00	OPEN NEW METHOD	FD4029
	Keney Park Aerators		80,000.00								
W1818	Replace Playscapes (6)	2,000,000.00	1,200,000.00		-	-	239,579.00	239,579.00	1,760,421.00	OPEN NEW METHOD	FD4029
W1819	Keney Park Gates & Fencing	100,000.00	100,000.00		-	-	78,860.66	78,860.66	21,139.34	OPEN NEW METHOD	FD4029
W1820	Goodwin Park Golf Course Irrigation	2,500,000.00	1,185,000.00		-	-	2,500.00	2,500.00	2,497,500.00	OPEN NEW METHOD	FD4029
W1821	Park Lighting (6)	1,100,000.00	507,948.00		-	-	-	-	1,100,000.00	OPEN NEW METHOD	FD4029
	Parkette - ON HOLD		450,000.00								
W1822	Security Cameras (7)	600,000.00	600,000.00		378,772.42	(378,772.42)	203,049.23	203,049.23	18,178.35	OPEN NEW METHOD	FD4029
W1823	Basketball Courts (8)	450,000.00	300,000.00		-	-	10,500.00	10,500.00	439,500.00	OPEN NEW METHOD	FD4029
W1824	Automate Spray-Pads (13) & Irrigation Systems (5)	200,000.00	200,000.00		-	-	-	-	200,000.00	OPEN NEW METHOD	FD4029
W1825	Park Concessions Improvements (4)	600,000.00	-		-	-	-	-	600,000.00	OPEN NEW METHOD	FD4029
W1826	Hyland Park "Cal Ripken Field" Lighting	500,000.00	-		-	-	-	-	500,000.00	OPEN NEW METHOD	FD4029
W1827	Forest Sustainability	100,000.00	100,000.00		-	-	-	-	100,000.00	OPEN NEW METHOD	FD4029
W1828	Hiking Trails - Keney Park & N. Branch Park River	400,000.00	-		-	-	-	-	400,000.00	OPEN NEW METHOD	FD4029
W1829	Goodwin Park Entrance	150,000.00	-		-	-	-	-	150,000.00	OPEN NEW METHOD	FD4029
W1830	Park Beautification	250,000.00	-		-	-	-	-	250,000.00	OPEN NEW METHOD	FD4029
W2341	Park Ponds Restoration	800,000.00	-		617,383.73	(617,383.73)	-	-	182,616.27	OPEN (DT/DF)	FD4031
	Colt Park Master Plan		300,000.00								
Total		18,150,000.00	10,322,948.00				TOTAL REQUESTED	608,628.39	608,628.39	15,386,840.49	

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City Architect

Frank Dellaripa provided an overview of the projects. His list may not line up exactly with the list from the Treasurer's Office as these projects were already defined. Below is the list of projects.

HARTFORD PARKS TRUST FUND (last update September 17, 2018)

Cost Center	Project Name	Location	Council Authorized	Mayor Authorized	Difference	Contract Amount	YTD Expense	Variance	1	Notes	Start Date	Duration
W1811	Park Signage	All Parks	\$ 2,000,000	\$ 1,400,000	\$ 600,000	\$ 702,000	\$ 43,000	\$ 698,000		Bids due for Phase 1 on September 6, 2018	Apr-19	Twelve months
W1812	Sidewalks	Elizabeth, Colt, Sigourney, approx. 6,000 linear feet	\$ 300,000	\$ 300,000	\$ -	\$ 393,200	\$ 10,688	\$ (93,200)		Bids due on September 6, 2018	Apr-19	Three months
W1813	Sidewalks and Lighting	Bushnell (east and west)	\$ 1,000,000	\$ 900,000	\$ 100,000	TBD		\$ 275,000		Bushnell Park Foundation grant for \$100,000, state grant for LEDs will cover park lighting costs estimated at \$275,000	Apr-19	Six months
W1814	New Athletic Facility	Pope Park little league baseball field w/lights	\$ 750,000	\$ 750,000	\$ -	\$ 727,536		\$ 22,464.00		In contract award process	Sep-18	Eighteen months (incl. grow-in period)
W1815	New Athletic Facility	Goodwin Park tennis courts (4) and Fustic Line Painting	\$ 200,000	\$ 200,000	\$ -	\$ 260,000	\$ 8,500	\$ (60,000.00)	x	Only two courts will be constructed using post-tension concrete. In contract award process.	Apr-19	Four months
W1816	ADA Improvements	Keney Park - Equestrian Center	\$ 250,000	\$ 270,000	\$ (20,000)	\$ 295,278		\$ (25,278.00)	x	Construction complete	Complete	Three months
W1817	Pond Dredging	Goodwin Park Pond	\$ 2,500,000	\$ 1,300,000	\$ 1,200,000	TBD		TBD		Construction documents being developed and permits reissued by DEEP, pursuing hydraulic dredging option	Oct-18	Three months
W1819	Park gates, fencing	Keney Park	\$ 100,000	\$ 100,000	\$ -	\$ 78,861	\$ 78,861	\$ 21,139.00		One swing gate remaining to be installed	Sep-18	Four months
W1822	Security Cameras	Keney, Colt, Elizabeth, Pope, Bushnell, Goodwin, Hyland	\$ 600,000	\$ 600,000	\$ -	\$ 590,212	\$ 203,049	\$ 9,788.00		All cameras complete, Hyland park removed from work scope	Apr-19	Six months
W1821	Lighting	South Green	\$ 100,000	\$ 100,000	\$ -	\$ -		\$ 100,000.00		Light fixtures purchased and installed by City staff. Actual purchase price of \$10,000 paid for out of state grant	Sep-18	One week
W1821	Lighting	Colt, Elizabeth, Goodwin, Keney Woodland (Not Pope)	\$ 407,948	\$ 407,948	\$ -	\$ -		\$ 407,948.00		Construction documents being developed, will use LED state grant for this work	Apr-19	Six months
W1818	Playscape Replacement	Bushnell, Goodwin, Keney - Greenfield, Pope, Rocky Ridge	\$ 2,000,000	\$ 1,200,000	\$ 800,000	\$ 1,127,689	\$ 239,579	\$ 72,311		Playscapes at all parks except Rocky Ridge and Bushnell will receive replacement parts and new matting. Complete replacement of equipment and matting at Rocky Ridge. HPTF paid \$200,000 towards Bushnell Park Foundation Playscape.	Oct-18	Three months each (not incl. design review)
W1820	Partial Irrigation, club house upgrades	Goodwin Park Golf Course- some irrigation, electrical and bathroom upgrades at clubhouse	\$ 2,500,000	\$ 2,185,000	\$ 315,000	TBD	\$ 2,500	TBD		Design options being reviewed to use wells to fill pond and irrigate course, Architect to design bathroom upgrades, electrical work complete at a cost of \$5,870	Clubhouse Bathroom Upgrades- Apr- 2018, Irrigation- Apr- 2019	Twelve months (not incl. design time)
W1823	New Athletic Facility	Basketball courts at Hyland, Colt, Brackett, Willie Ware, (Hudson St., Maria Sanchez removed)	\$ 450,000	\$ 300,000	\$ 150,000	\$ 419,822	\$ 10,500	TBD		Bids due September 6, 2018	Apr-19	Two months each
W1824	Automation of athletic field irrigation systems and spray pads	All thirteen spray pads, five irrigated fields (Colt, Elizabeth, Keney Waverly, Hyland, Dillon)	\$ 200,000	\$ 200,000	\$ -	TBD		TBD		Soliciting bids from vendors	Apr-19	Three months
W1827	Forestry; wood processing, recycling, and mulching	Liebert Road, GIS Parcel ID 308077007	\$ 100,000	\$ 100,000	\$ -	TBD		TBD		Scope of work needs to be written and design proposals solicited	Apr-19	Two months
NONE, Could Use: W1821, W1823	Develop Parkette	Corner of Albany Ave. and Magnolia St.	\$ -	\$ 450,000	\$ (450,000)	ON HOLD		ON HOLD		This project is on hold	ON HOLD	ON HOLD
W1723	Emerald ash-borer initiative tree removal	Various locations	\$ 200,000	\$ 200,000	\$ -	TBD	\$ 11,952	TBD		Trees posted, Passed as Stand Alone resolution	Oct-18	Two months
NONE, Could Use: W1817	High flow pond aerators	Keney Park	\$ -	\$ 60,000	\$ (60,000)	\$ 7,135		\$ 52,865.00	x	Current price estimate is \$7,500	Oct-18	Three months
NONE, TBD	Colt Park Master Plan	Colt Park, Various Locations	\$ -	\$ 300,000	\$ (300,000)	TBD		\$ -	x	Design cost only for FY19 \$750K Fed., \$450K State, \$300 HPFT - includes 6 or 7 projects/ Design work started	19-Apr	One year
		Total Costs	\$ 13,657,948	\$ 11,022,948	\$ 2,635,000	\$ 4,601,793	\$ 608,628	\$ 1,481,037.00				

1 - X denotes that awarded contract exceed council authorization
 * All authorized amounts can be found in City Council ordinance Item #1 May 22, 2017
 **Approximately \$800,000 in savings due to LED State Grant (W1813, W1821)

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Batterson Park

Neil Connors requested two items; a request that a Commissioner work with the group that has formed to be the Friends of Batterson Park and asked about the insurance or what was the liability issue of the public using the park. Alison Cappuccio, Leslie Hammond, Alyssa Petersen are members of the Friends Group and attended the meeting. Neil Connors stated that they are forming a nonprofit 301 c. The Chair, Craig Mergins informed them that PRAC has requested a meeting with Corporation Council and Tom Baptist for the requirements of establishing a legal agreement with the City. We will inquire about the liability and will share that information with them.

Litter Campaign Update – postponed until October Meeting

Department Reports:

- Parks – Tom Baptist was absent
- Recreation – Troy Stewart was absent

Happenings in Our Parks - postponed until October Meeting

Meeting adjourned at 7:30 pm

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