CITY OF BRISTOL, CONNECTICUT 2018

Popular Annual Financial Report


July 1, 2017 - June 30, 2018

Issued by:
The City of Bristol Comptroller's Office

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

FINANCIAL MESSAGE

DEAR CITIZENS OF BRISTOL, CONNECTICUT,

I am pleased to present the City of Bristol's Popular Annual Financial Report, (PAFR) for the fiscal year ended June 30, 2018. This is Bristol's eighteenth PAFR, and is formulated as an easy-to-read version of the City's Comprehensive Annual Financial Report (CAFR) that is published on a yearly basis.

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

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

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

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

Respectfully submitted,

Diane M. Waldron,
Comptroller

GOVERNMENT STRUCTURE, LOCAL ECONOMIC CONDITION AND OUTLOOK

Historical Background

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

Description of Government

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

CONTACT US!

Facebook

Mayor's Office
https://www.facebook.com/mayorsofficebristolct/

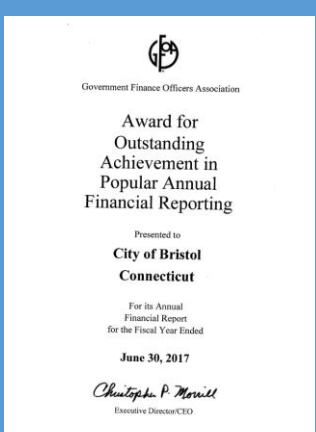
Bristol Development Authority
https://www.facebook.com/bristoldevelopmentauthority

Library
https://www.facebook.com/BristolLibraryCT

Parks & Recreation
https://www.facebook.com/bristolparksandrecreation

Police Department
https://www.facebook.com/BristolPoliceConnecticut

Public Works
https://www.facebook.com/BristolPW/


Government Finance Officers Association

Award for Outstanding Achievement in Popular Annual Financial Reporting

Presented to

City of Bristol
Connecticut

For its Annual Financial Report for the Fiscal Year Ended

June 30, 2017

Christopher P. Morrill
Executive Director/CEO

CONTACT US!

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Guy Morin

City Clerk
860-584-6200
Therese Pac

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

Fire Department
860-584-7964
Chief Kolakoski

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

Parks & Recreation
860-584-6160
Brian Wilson

Police Department
860-584-3000
Chief Gould

Public Works
860-584-6125
Walter Veselka

Tax Office
860-584-6270
Ann Bednaz

Youth & Community Services
860-314-4690
Eileen McNulty

Economic Condition and Outlook

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

Unemployment rates and the number of unemployed people, not seasonally adjusted, have started trending downward. Connecticut's 4.5% unemployment rate is higher than the national rate of 4.0 %, and is predicted to remain stable. Locally, Bristol's 4.8% average unemployment rate is still somewhat higher than national and regional averages.

As a result of a variety of business expansion and relocation incentives including tax abatements through Enterprise Zone programs, to promote development, renewed investment, and new employment opportunities, the City of Bristol expects its Grand List to continue to grow while providing quality employment opportunities for residents. Major employment centers within Bristol include the worldwide headquarters of ESPN, the Bristol Hospital, and a host of high-tech manufacturers, retailers and healthcare services throughout the City. The most recently opened 60,000 square foot Amazon Delivery Station or "last mile" distribution facility in Bristol will employ between 500-1,000 employees as the facility ramps up operations through the 2018 holiday season.

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

MAJOR INITIATIVES
For the year

Downtown revitalization remains a top priority for reasons of economic vitality and quality of life. The City-owned 17 acre former Centre Mall site in downtown Bristol is where the new Bristol Hospital medical facility mentioned above is being built. The City is currently studying the proper mix of public and private improvements and investments. The re-use of the 17 acre site is a key component and opportunity for downtown revitalization. The eventual sale of the site, or portions of the site, could recoup a substantial portion of the purchase price, restart the income stream of taxes, and help spark renewed interest in surrounding downtown properties. In addition, the City recently approved the use of Tax Increment Financing (TIF) and adopted a TIF Master Plan as an economic tool to incentivize private development and to provide a funding source for public infrastructure projects in downtown Bristol. Specifically, TIF earmarks the future real property tax revenue increases within the Downtown TIF District to help finance public infrastructure improvements, to fund City administered economic development incentive programs, and/or to help finance private development projects within the TIF District.

CONTACT US!

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MAJOR INITIATIVES - continued

The City's fiscal-year 2017-2018 budget of $191.8 million has two significant components; General City and Education. Education, $110.4 million is the largest portion of the City's General Fund budget. The 2017-2018 mill rate remained at 36.03.

The City is proactive in funding Other Post-Employment Benefits (OPEB), with an annual appropriation of funds in the General Fund. The budget included funds in the amount of $1,362,655 as part of plan to fully fund the annual required contribution. This, in concert with prior years contributions of over $5 million, are part of the Governmental Accounting Standards Board (GASB) Statement No. 45, which requires recognition of OPEB.

The City's fiscal year 2017-2018 capital budget authorized spending of $6.8 million for capital projects. New appropriations this year include funding for infrastructure construction at the former Centre Mall site, purchase of a new fire truck and underground oil storage tank replacements at Bristol Central High School.

For the Future

The City's elected and appointed officials considered many factors when setting the fiscal-year 2019 budget tax rates and fees that will be charged for the business-type activities. One of those factors is the economy. Other factors included comparing fees and charges for services to similar sized communities, evaluating the impact of Grand List changes, positive or negative, and Intergovernmental revenue changes. All of these were taken into account when adopting the General Fund budget for 2018-2019.

The General Fund budget appropriation is $194.4 million, represents an increase of $2.6 million from the previous year's budget. The mill rate increased to 36.88 for 2018-2019 from 36.03 in 2017-2018.

As of June 30, 2018, unassigned fund balance for the General Fund was $28.3 million or 12.7% of General Fund operating revenues and falls well within the fund balance policy guidelines of maintaining 12-15% set by the Board of Finance for budgetary and planning purposes. The City of Bristol did not appropriate any of its $37.8 million fund balance to balance its 2018-19 operating budget.

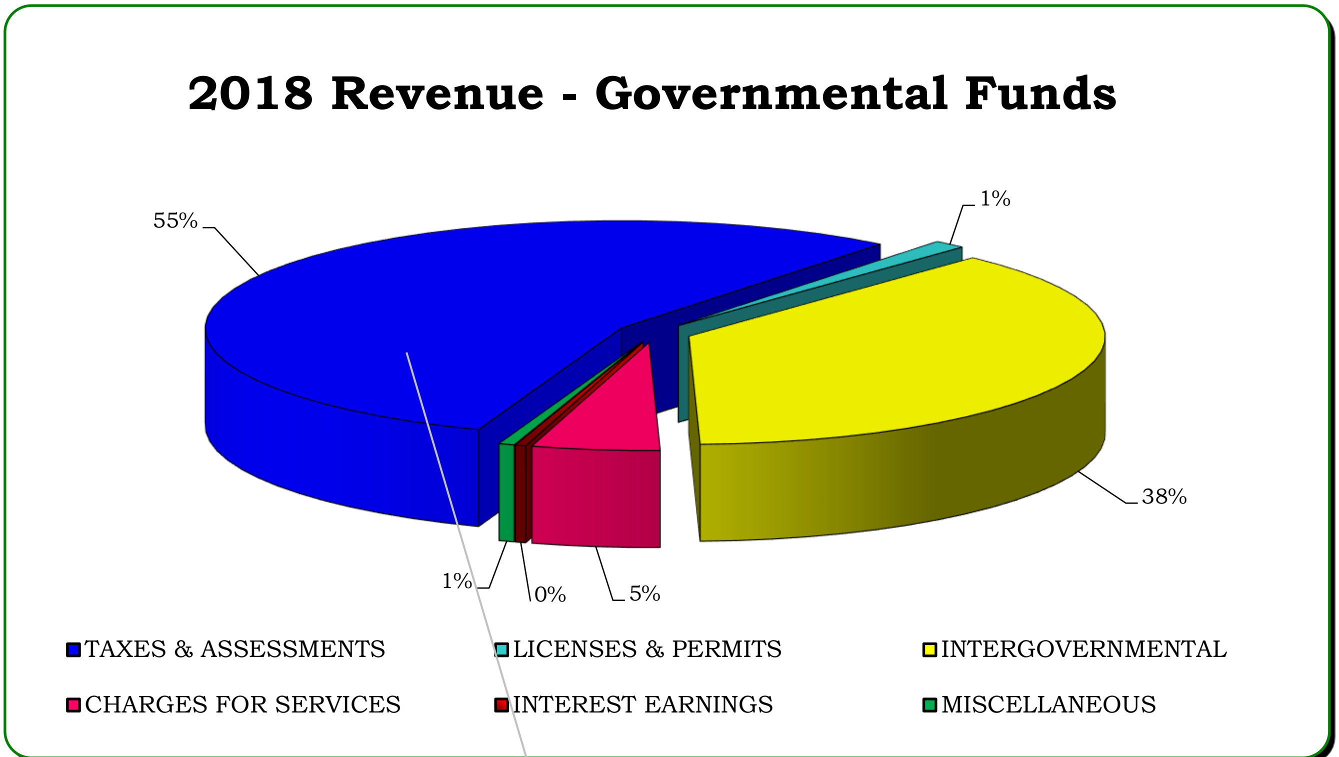
As for the City's business-type activities marginal growth (1.5 to 2.0 percent) is expected to retained earnings based on sales over the past three fiscal years. Also, expenses will increase for continued watershed expansion purchases and other infrastructure and equipment improvements.

Long-Term Financial Planning

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

WHERE THE MONEY COMES FROM:

REVENUE	2018	Percentage	2017	Percentage
TAXES & ASSESSMENTS	$141,024,000	55%	$141,458,000	57%
LICENSES & PERMITS	3,201,000	1%	3,515,000	1%
INTERGOVERNMENTAL	96,140,000	38%	90,126,000	36%
CHARGES FOR SERVICES	12,676,000	5%	12,150,000	5%
INTEREST EARNINGS	1,064,000	0%	1,640,000	1%
MISCELLANEOUS	1,557,000	1%	1,003,000	0%
	$255,662,000	**100%**	**$249,892,000**	**100%**



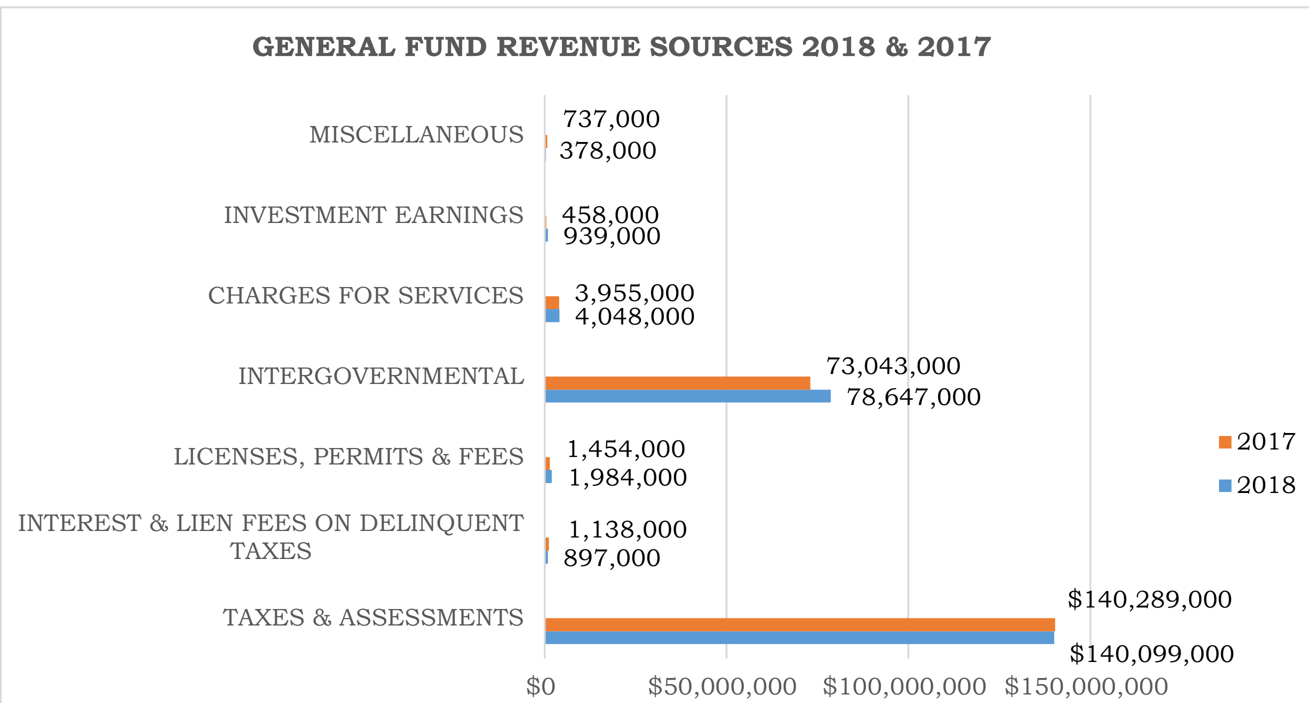
Taxes	2018	2017
Current Tax Levy	$138,757,000	$138,469,000
Prior Tax Levy	1,343,000	1,820,000
Interest and Penalties	897,000	1,138,000
Assessments	27,000	31,000
	$141,024,000	**$141,458,000**

Total revenues increased $5.8 million in 2018. Beginning in 2018, Excess Cost passed through to Education was recognized as both an element of revenue and an Education expenditure. The effect was an increase of $6.2 million. The other components of revenue remain relatively constant percentage-wise year to year. For 2018, the tax rate remained at the 2017 mill rate of 36.03 and was accompanied by a slight increase in assessed value. Aggressive tax collection efforts (98.6% for 2018) continued.

WHERE THE MONEY COMES FROM:
GENERAL FUND

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

GENERAL FUND REVENUE COMPARISON	2018	2017
TAXES & ASSESSMENTS	$140,099,000	$140,289,000
INTEREST & LIEN FEES ON DELINQUENT TAXES	897,000	1,138,000
LICENSES, PERMITS & FEES	1,984,000	1,454,000
INTERGOVERNMENTAL	78,647,000	73,043,000
CHARGES FOR SERVICES	4,048,000	3,955,000
INVESTMENT EARNINGS	939,000	458,000
MISCELLANEOUS	378,000	737,000
	$226,992,000	**$221,074,000**



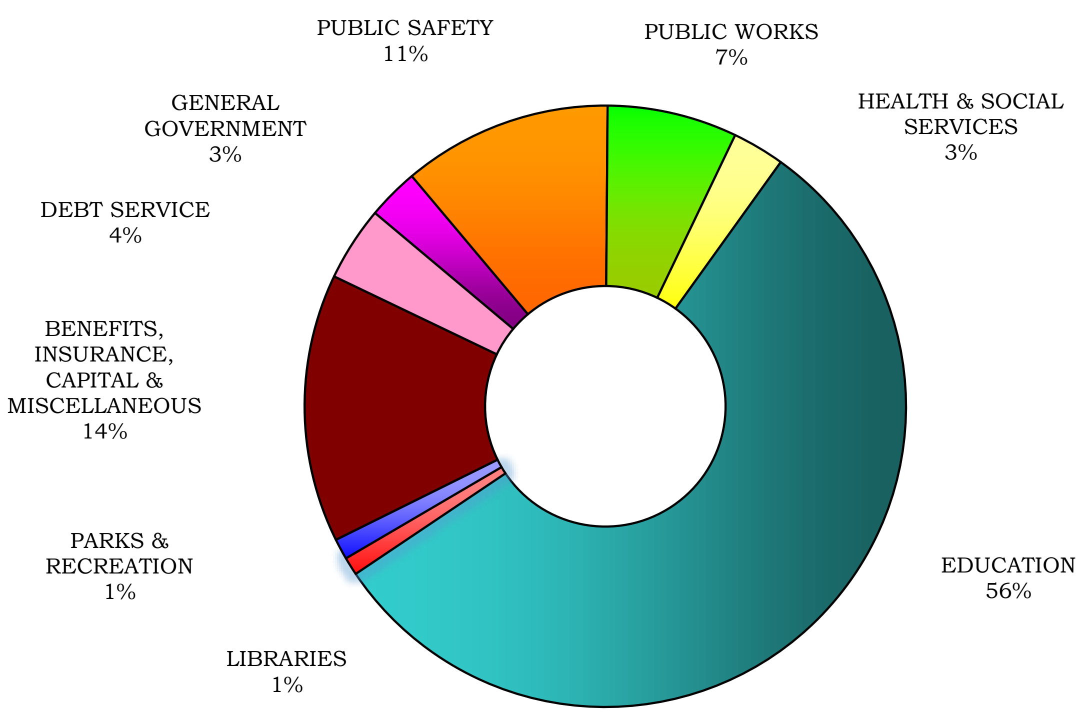
The graph above illustrates revenue for the General Fund during 2018 and 2017.

WHERE THE MONEY GOES:

For 2018, Education (City schools, teachers, administration) accounted for the largest percentage of the expenditures at $125,250,000 or 56% of the total expenditures. Public Safety (City Fire and Police Departments) is at $25,306,000 or 11%. Public Works (engineering, building and fleet maintenance, streets, roads and sidewalks, waste and snow removal, and street lighting) is at $15,722,000 or 8%. General Government (Mayor, Assessor, City Clerk, Comptroller, Treasurer, Purchasing, Personnel, Technology, Corporation Counsel, Tax Collector, Registrar of Voters and so forth) total $6,219,000 or 3%. The cost of City-wide employee benefits, general insurance, investment in infrastructure or other longer term projects and the required principal and interest payments on the City's bonds make up the remaining General Fund significant expenditures.

GENERAL FUND EXPENDITURES AND DEBT SERVICE	**2018**	**2017**
GENERAL GOVERNMENT	$6,219,000	$6,066,000
PUBLIC SAFETY	25,306,000	23,311,000
PUBLIC WORKS	15,722,000	13,626,000
HEALTH & SOCIAL SERVICES	6,317,000	6,354,000
EDUCATION	125,250,000	115,560,000
LIBRARIES	2,190,000	2,025,000
PARKS & RECREATION	2,512,000	2,465,000
BENEFITS, INSURANCE, CAPITAL & MISCELLANEOUS	32,472,000	34,983,000
DEBT SERVICE	9,004,000	7,949,000
TOTAL EXPENDITURES	**$224,992,000**	**$212,339,000**

2018 EXPENDITURES



WHERE THE MONEY GOES

GENERAL FUND PUBLIC SAFETY EXPENDITURES

	2018	2017
POLICE DEPARTMENT	$16,119,000	$14,569,000
FIRE DEPARTMENT	8,444,000	8,050,000
ANIMAL CONTROL	161,000	163,000
EMERGENCY MANAGEMENT	14,000	12,000
BUILDING INSPECTION	568,000	517,000
	$25,306,000	**$23,311,000**

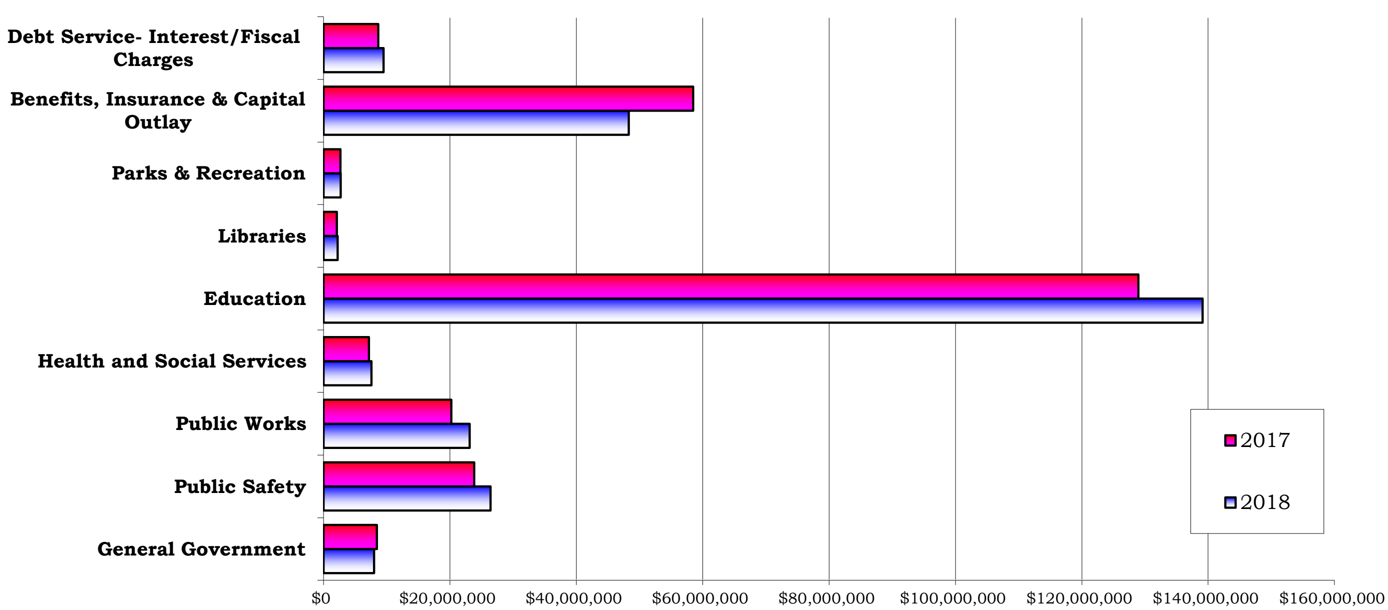
Governmental Funds Expenditures

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

Total Expenditures - Governmental Funds and Debt Service

	2018	2017
General Government	$7,995,000	$8,439,000
Public Safety	26,427,000	23,841,000
Public Works	23,123,000	20,220,000
Health and Social Services	7,581,000	7,181,000
Education	139,117,000	128,956,000
Libraries	2,229,000	2,104,000
Parks & Recreation	2,711,000	2,672,000
Benefits, Insurance & Capital Outlay	48,301,000	58,494,000
Debt Service- Interest/Fiscal Charges	9,496,000	8,658,000
	$266,980,000	**$260,565,000**

Expenditure Comparison - Governmental Funds



Expenditures increased during 2018 by $6.4 million, due primarily to insurance savings of $3.0 million and reductions in capital outlays of $7.7 million being offset by increases in appropriations for education and increases in contractual arrangements for employee benefits.

MONEY DISTRIBUTED TO THE BRISTOL SCHOOL SYSTEM

Board of Education	**2018**	**2017**
General Control	$2,506,000	$2,409,000
Instruction	46,898,000	47,256,000
Transportation	4,120,000	4,052,000
Operation of Plant	6,353,000	6,552,000
Maintenance of Plant	2,267,000	2,053,000
Benefits and Fixed	27,988,000	24,643,000
Athletics and Student	1,881,000	1,857,000
Capital and Technology	1,890,000	1,860,000
Special Education	26,223,000	24,020,000
Tuition	863,000	858,000
Excess Cost*	4,261,000	0
Total Board of Education	**$125,250,000**	**$115,560,000**

*New in 2018

Education expenditures totaled $125,250,000 for 2018. Of this amount, 37.4% was for Instruction; Benefits and Fixed costs were 22.3% and Special Education costs were 20.9%.

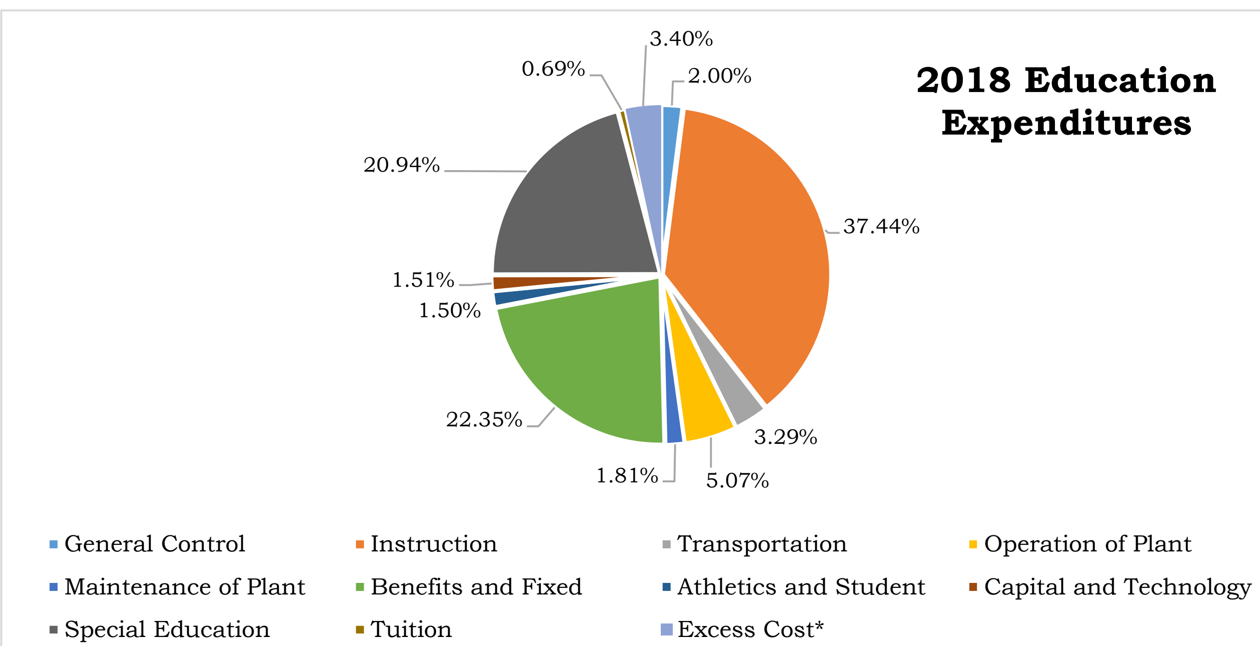
In 2018, Bristol received **$45,167,000** from the State for the educational equalization of education cost sharing.

Statistical Information

Number of high schools	2
Number of middle schools (6th, 7th and 8th)	2
Number of elementary schools	6
Number of K-8 schools	2
Number of high school students	2,290
Number of middle school students	1,188
Number of elementary students	2,337
Number of K-8 students	1,818
Number of teachers	574
Administrative and non-teaching personnel	381
Student enrollment as of 10/1/17	7,633

Board of Education Members

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



SUMMARY OF CAPITAL ASSETS
for the year ended June 30, 2018
City of Bristol, Connecticut

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

Category	2018	2017
Land	$21,403,000	$21,396,000
Land Improvements	3,312,000	3,323,000
Buildings	201,805,000	178,667,000
Equipment	33,887,000	22,331,000
Infrastructure	114,909,000	111,529,000
Construction in Progress	7,089,000	32,678,000
Total	**$382,405,000**	**$369,924,000**

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

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

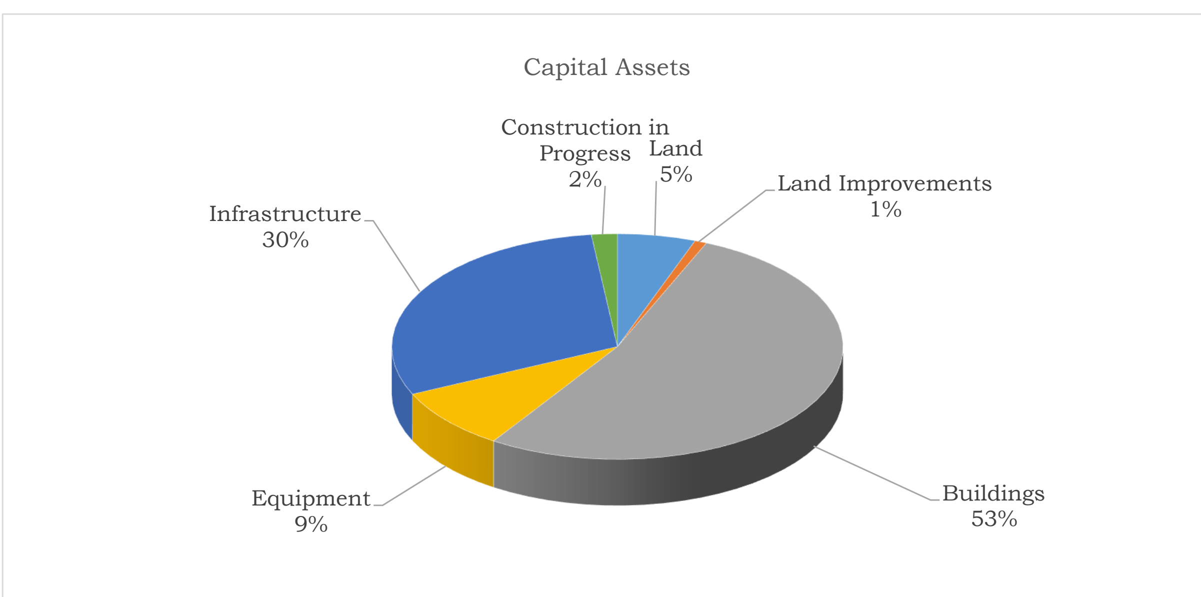
Land and Land Improvements
Includes the total amount of land purchased and owned by the City of Bristol and any improvements to such land.

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

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

Capital Asset Activity	2018	2017
Beginning Balance *	$ 376,438,000	$ 358,477,000
Purchased	22,412,000	27,399,000
Disposed	(502,000)	(356,000)
Depreciation	(15,943,000)	(15,596,000)
Ending Balance	**$ 382,405,000**	**$ 369,924,000**

*** re-stated in 2018**



Glossary

Benefits

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

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

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

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

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

Burdens

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

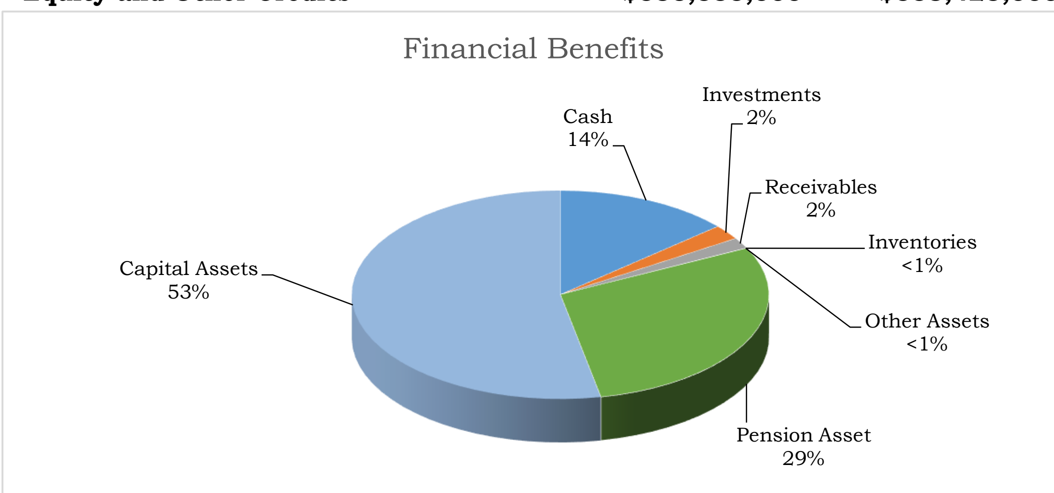
City of Bristol, Connecticut
Popular Annual Financial Report
Financial Position Statement

Summary

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

CITY OF BRISTOL Financial Position Statement

	2018	2017
Financial Benefits		
Cash	$98,167,000	$105,627,000
Investments	16,524,000	14,928,000
Receivables	12,034,000	12,872,000
Inventories	56,000	301,000
Other Assets	264,000	7,000
Pension Asset	210,535,000	197,717,000
Capital Assets	382,405,000	369,923,000
Total Financial Benefits	**$719,985,000**	**$701,375,000**
Deferred Outflows, Net	**$14,248,000**	**$39,005,000**
Financial Burdens		
Amount Due to Employees and Vendors	$10,818,000	$12,839,000
Debt and Other Long Term Liabilities	173,802,000	156,330,000
Other Liabilities	13,078,000	12,788,000
Total Financial Burdens	**$197,698,000**	**$181,957,000**
Equity and Other Credits	**$536,535,000**	**$558,423,000**



Glossary

Burdens (continued)

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

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

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

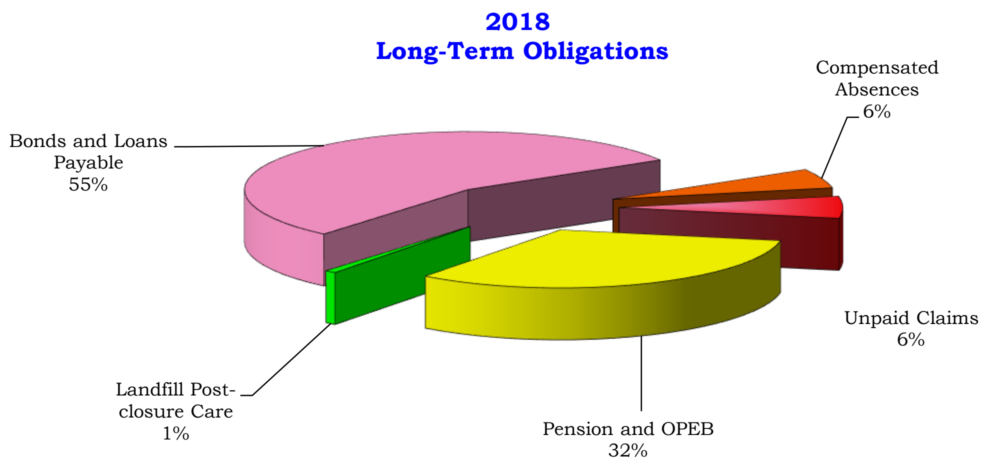
Unpaid Claims are the open Workers' Compensation and health insurance claims at fiscal year end.

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

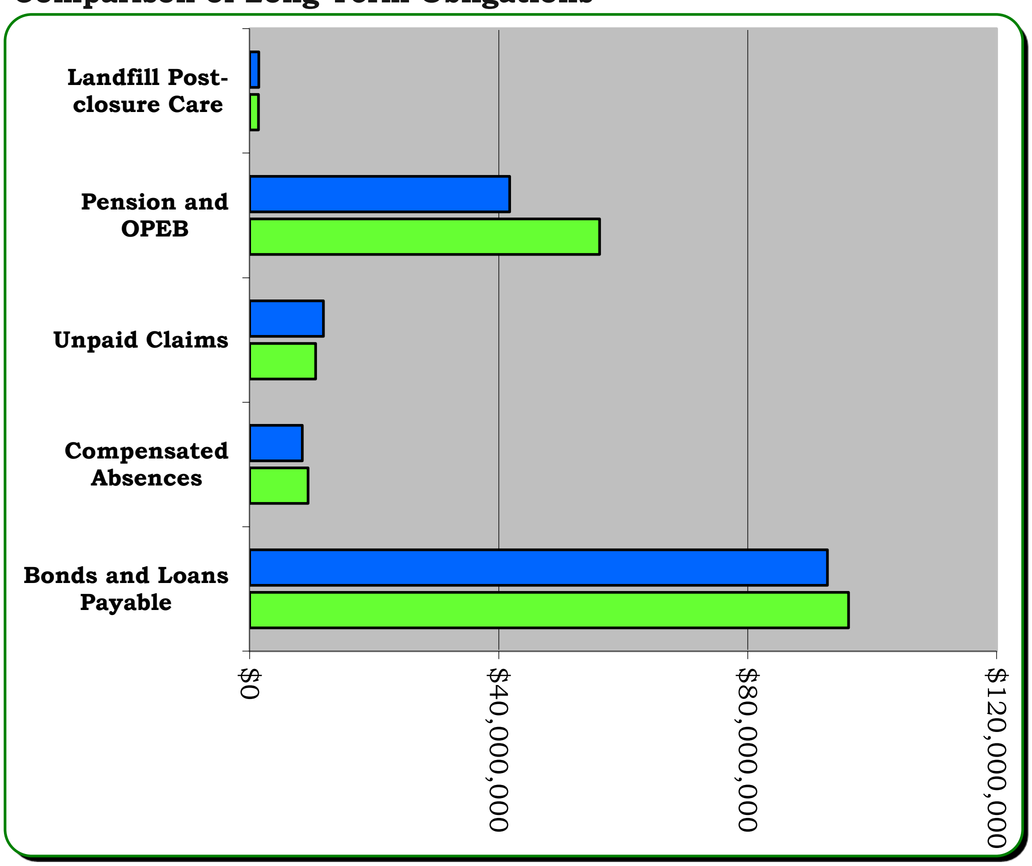
Landfill Post-closure Care is an estimated liability to monitor and maintain the landfill during the postclosure period.

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

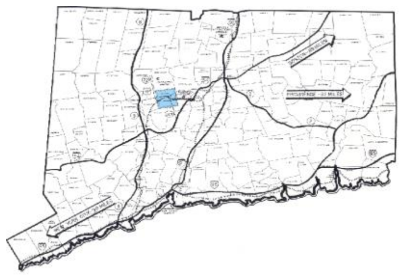
	2018	2017
Bonds and Loans Payable	$96,221,000	$92,839,000
Compensated Absences	9,381,000	8,459,000
Unpaid Claims	10,595,000	11,832,000
Pension and OPEB	56,195,000	41,760,000
Landfill Post-closure Care	1,410,000	1,440,000
Total	**$173,802,000**	**$156,330,000**



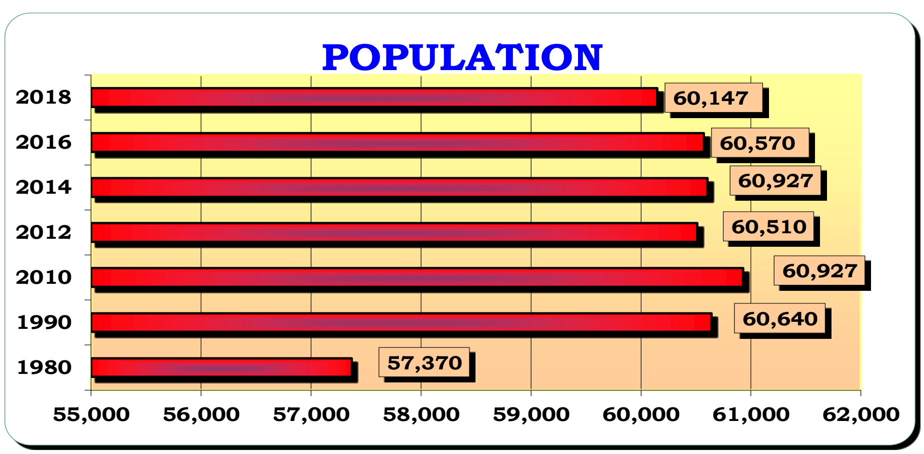
Comparison of Long-Term Obligations



CITY OF BRISTOL, CONNECTICUT
2018 MISCELLANEOUS INFORMATION



Date of incorporation	1911
Form of Government	Mayor/Council
Area of City	26.6 square miles
Latitude	N41 40' 23"
Longitude	W72 56' 49"
Elevation	310' above sea level
Roads/Sidewalks and Sewers	
Miles of streets - State Hwys. included	255.8 miles
Storm Sewers	197.4 miles
Miles of sanitary sewers	245.1
Number of street lights	5,508
City Employees	
Number of full-time City employees	505
Number of Board of Education full-time employees	1,066
Elections:	
Number of registered voters	31,241
Number of votes cast in:	
Last State election	17,835
Last municipal election	12,106
Percent of registered voters voting in:	
Last State election	56%
Last municipal election	39%
Parks and Recreation:	
Number of parks and public squares	17
Playgrounds	8
Swimming pools, outdoor	2
Swimming pools, indoor	1
Outdoor ice-skating facilities	5
Lighted tennis courts	5
Tennis courts	14
Ball diamonds:	
Hardball (1 lighted)	4
Softball (1 lighted)	6
Little League	14
Basketball courts	6
Volleyball courts	6
Fishing areas	7
Stadium	1
Soccer fields	2
Horseshoe pits	2
Ropes Challenge Course	1
Spray parks	3



The population trend shown above indicates that Bristol currently has 60,147 people living within its boundaries.

City of Bristol Comptroller's Office
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