

# **Annual Town Meeting 2017**

**Community Preservation Committee**

## Index

<b>CPC Introductory Letter.....</b>	<b>pg. 3</b>
<b>Overview of CPA in Belmont.....</b>	<b>pg. 4</b>
<b>FY 2018 CPA Project Summary.....</b>	<b>pg. 6</b>
<b>Fund Balance.....</b>	<b>pg. 12</b>
<b>Prior Year Project Statuses.....</b>	<b>pg. 13</b>



## COMMUNITY PRESERVATION COMMITTEE

Margaret Velie, Conservation Commission (Chair)  
Anne Marie Mahoney, Board of Selectmen Appointee (Vice Chair)  
Floyd Carman, Board of Selectmen Appointee (Floyd Carman)  
Anthony Ferrante, Recreation Commission  
Karl Haglund, Planning Board  
Lisa Harrington, Historic District Commission  
Gloria Leipzig, Housing Authority  
Andrés Rojas, Board of Selectmen Appointee  
Jim Williams, Board of Parks Commissioners

March 10, 2017

Dear Town Meeting Member,

The enclosed information summarizes the status of the past four years of Town Meeting approved projects and describes the five projects which Belmont's Community Preservation Committee (CPC) is recommending to Town Meeting for funding under the State's Community Preservation Act (CPA) in FY 2018. Detailed project descriptions for all Town Meeting approved projects can be found on the CPC webpage on the Town of Belmont website:

<http://www.belmont-ma.gov/community-preservation-committee>.

Town Meeting has the final vote on funding these recommendations. According to CPA legislation, Town Meeting actions on recommendations are limited to the following:

- May approve, reduce or reject recommended amounts.
- May reserve all or part of amount recommended for specific project to applicable reserve.
- May not increase recommendations or initiate appropriations from fund monies.

This is the fifth year the CPC will make funding recommendations to Town Meeting, and we welcome questions and suggestions. Please contact [fcarman@belmont-ma.gov](mailto:fcarman@belmont-ma.gov) or [mtrainor@belmont-ma.gov](mailto:mtrainor@belmont-ma.gov) or call our hotline at (617) 993-2774.

Copies of this document will not be available at Town Meeting, so we encourage you to bring this packet with you at the May 2017 session or contact the CPC in advance to schedule a time to pick up a hardcopy.

We look forward to discussing these recommendations with you at Town Meeting.

Margaret Velie, Chair  
Community Preservation Committee

# Overview of the CPA in Belmont

## Recommended Community Preservation Act Funding for FY 2018

The Community Preservation Committee (CPC) is recommending five projects to the 2017 Annual Town Meeting for funding. Described In the following pages, each of these projects was evaluated by the CPC in light of the articulated criteria for eligibility and appropriateness under the Community Preservation Act (CPA). The projects have been presented at a public hearing held on November 10, 2016 and at a League of Women Voters meeting on April 24, 2017.

## Community Preservation Act

The CPA is a state statute which individual communities in the Commonwealth may choose to adopt; Belmont adopted the statute at the State election held November 2, 2010. CPA communities impose a surcharge on their own property taxes of up to 3%, and funds raised from the surcharge are restricted to use for projects in four categories: community housing, historic resources, open space and recreation. To support expenditures in these areas, the state provides partial match of the funds raised by the community surcharges.

Belmont elected a 1.5% surcharge on both residential and commercial taxpayers. Mindful of the burden on homeowners, however, the Town also adopted provisions which exempt the first \$100,000 of residential property values from the surcharge, and grant a total exemption from the surcharge to lower income residents. In 2017, the annual surcharge averaged \$160.27 per Belmont single family household.

The State match, originally 100%, has declined since 2006 as additional communities have adopted the statute and joined the funding pool, and as registry of deed fees which feed the State fund have suffered in a weak economy. The match is currently estimated at 20%. On average, Belmont generates approximately \$1.3 million of CPA funding annually.

Revenue	FY12	FY13	FY14	FY15	FY16	FY17 (Estimated)
Surcharge	\$ 858,359.01	\$ 890,298.66	\$ 917,630.41	\$ 963,354.88	\$ 1,058,165.74	\$ 1,084,619.88
Surcharge - Subsequent Year Collection	\$ -	\$ 6,358.84	\$ 7,325.91	\$ 6,204.44	\$ 4,137.15	\$ -
State Match (Based Off Of Prior Year Collections)	\$ -	\$ 232,884.00	\$ 470,418.00	\$ 291,615.00	\$ 288,337.00	\$ 219,502.00
<b>TOTAL</b>	<b>\$ 858,359.01</b>	<b>\$ 1,129,541.50</b>	<b>\$ 1,395,374.32</b>	<b>\$ 1,261,174.32</b>	<b>\$ 1,350,639.89</b>	<b>\$ 1,304,121.88</b>

## Community Preservation Committee

The CPA requires each adopting community to appoint a Community Preservation Committee. By statute, the CPC consists of nine members, of whom three are appointed by the Board of Selectmen as at-large members and six are appointed by the following boards

and commissions: Parks Commissions (the Board of Selectmen in Belmont), Conservation Commission, Historic District Commission, Housing Authority, Planning Board, and the Recreation Commission. Currently Margaret Velie serves as Chair of the CPC and Anne Marie Mahoney serves as Vice-Chair.

The CPC is responsible for reviewing applications for funding under the CPA and recommending to Town Meeting expenditure of CPA funds on those projects it approves each year. All funding decisions by the CPC were made within the framework of the Community Preservation Plan, which was approved by the CPC on August 14, 2013. The Community Preservation Plan was last updated on September 19, 2016 following the 2016 Annual Town Meeting.

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## FY 2018 CPA Project Summary

Proposed FY18 Projects	Recommended Appropriation	
Grove Street Tennis Courts	\$	336,000
Assessment and Project Redevelopment of Sherman Gardens	\$	173,200
Belmont Headquarters Sons of Italy - Historical Artifacts Preservation	\$	24,125
Grove Street Park Intergenerational Walking Path Construction Site Plan	\$	35,000
PQ Playground Revitalization Project Phase 2	\$	615,000
<b>TOTAL</b>	<b>\$</b>	<b>1,183,325.00</b>

**Project:** Grove Street Tennis Courts  
**CPA Category:** Open Space/Recreation  
**Amount Requested:** \$336,000  
**Amount Recommended:** \$336,000  
**CPC Vote:** 8/8  
**Sponsors:** Jay Marcotte  
Town of Belmont - DPW

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### **Project Description**

Removal and replacement of the four (4) Tennis Courts.

### **Project Goals and Objectives**

Through the staff evaluation of the tennis courts in 2010 and the approved Capital Budget Committee (CBC) request for the spring 2011 Town Meeting, it was clear that there is significant town-wide support for maintaining all of the existing tennis courts. The initial CBC request was to repair the Grove Street and Pequossette tennis courts permanently remove the Grove Street Playground tennis courts. At the 2011 Town Meeting, tennis advocates offered an amendment that succeeded in providing the CBC funds for the short-term, temporarily repairs to maintain the tennis courts at all three (3) locations. A copy of the Town Meeting discussion is attached to demonstrate the town-wide support for these recreational assets.

### **Project Benefit**

This important Town asset is needed as an integral part of the resident's opportunity to have athletic facilities available to them for both pleasure and competitive enjoyment with the associated health benefits. The availability of tennis courts also allows every new generation to have the opportunity to acquire skill that they can enjoy for a lifetime. This request addresses Town needs as identified in the CPA Guidelines. In addition, addresses the following needs as detailed in the Comprehensive Plan; quality of life, maintaining recreational facilities, invest in routine asset management, meeting the needs of children, youth and seniors, maintaining open space and reflects community priorities.

**Project:** Assessment and Project Redevelopment of Sherman Gardens  
**CPA Category:** Community Housing  
**Amount Requested:** \$173,200  
**Amount Recommended:** \$173,200  
**CPC Vote:** 8/8  
**Sponsors:** Donna Hamilton  
Belmont Housing Authority

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### **Project Description**

Sherman Gardens Apartments is a state-aided public housing development owned and operated by the Belmont Housing Authority. The development was built in 1971 for elderly and disabled households. Currently there are 80 one bedroom units on site that are located in two story buildings and none of these units is accessible. The lack of accessible housing within the development has been a serious concern of the residents as well as the Council on Aging. Community Preservation funds would enable the evaluation of a combination of new construction on the site including the addition of an elevator building, renovation of existing units and the creation of new apartments. CPA funds would enable the Belmont Housing Authority to develop a project plan with the assistance of an architectural firm and a housing consultant that would include but not limited to site assessment, outreach to residents, abutters and the Town, preliminary title/zoning review, conceptual design plans, preparation of initial development budget and identification of potential financial resources and assembly of a development team.

### **Project Goals and Objectives**

The Goal of the Belmont Housing Authority in requesting \$173,200.00 in CPA funds is to complete an assessment and project redevelopment plan of Sherman Gardens Apartments. The assessment and redevelopment plan will focus on the feasibility of a new construction building with elevator access for the elderly and disabled residents of Belmont and also the creation of affordable apartments on the site.

### **Project Benefit**

The redevelopment of Sherman Gardens Apartments will create additional affordable housing in Belmont. Although the number of new units and the bedroom size will be determined through the planning process, affordable housing for seniors, young adults and young families is limited and needed.

Belmont's Comprehensive Plan for 2010 – 2020 indicates that the number of seniors (55-74) will be 26% by 2030 up from 18% in 2000, an increase of 57%. The Comprehensive Plan also notes that "housing suitable for the needs of ...the elderly is "insufficient". Although Sherman Gardens has 80 apartments for the elderly and disabled, none of the apartments meet the criteria for accessibility. A comprehensive evaluation of the site will determine the feasibility of adding an elevator building that would provide accessible apartments as well as different configurations not currently possible, for example the addition of two bedroom apartments that would accommodate a Personal Care Attendant or separate bedroom space.

**Project:** Belmont Headquarters Sons of Italy –  
Historical Artifacts Preservation  
**CPA Category:** Historic Preservation  
**Amount Requested:** \$24,125  
**Amount Recommended:** \$24,125  
**CPC Vote:** 7/8  
**Sponsors:** Cynthia Pasciuto  
Sons of Italy - Culture Commission

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### **Project Description**

The project address location is 93 Concord Avenue in Belmont, Massachusetts 02178. The current owner of the property is Order Sons of Italy in America, OSIA Trust.

This project will allow the Sons of Italy to document their collection which preserves artifacts that chronicle the history of this important immigrant group in Belmont and around Massachusetts. The preservation and documentation of these artifacts will enable the Belmont Sons of Italy Headquarters to share online and in Belmont school presentations the rich cultural traditions and the role of Italian immigrants in Belmont and the Commonwealth.

### **Project Goals and Objectives**

- I. Preserve a vital part of the story of Belmont's settlement and growth in the 20<sup>th</sup> thru 21<sup>st</sup> centuries.
- II. To document the experience of an important immigrant community in Belmont.
- III. To insure that future generations of Belmont residents can learn about the contributions of Italian-American families to Belmont's history.
- IV. To be able to share their important life stories with the Belmont community and the Commonwealth.

### **Project Benefit**

The Belmont Headquarters Sons of Italy- Historical Artifacts Preservation project meets the "general guidelines" of Chart 1, "Allowable Spending Purposes," (G.L.c 44B, 5). With respect to Historical Resources, the Sons of Italy artifacts are significant to the culture of the Town of Belmont and the Commonwealth.

With respect to the CPA "specific guidelines" (page 20, Town of Belmont Community Preservation Plan), the Belmont Headquarters Sons of Italy- Historical Artifacts Preservation project will, "identify, document, protect, preserve historic resources," which in this case are, "historic objects." Once this project is complete, it will indeed be a public benefit by sharing the rich cultural traditions and the role of Italian immigrants in Belmont and the Commonwealth. This project will "protect" these historic artifacts, contributing to their "long term maintenance and sustainability." At completion of the project, an exhibit, a website, and subsequent Belmont school visitations and presentations will benefit Belmont residents.

## ARTICLE

<b>Project:</b>	<b>Grove Street Park Intergenerational Walking Path Construction Site Plan</b>
<b>CPA Category:</b>	<b>Open Space/Recreation</b>
<b>Amount Requested:</b>	<b>\$35,000</b>
<b>Amount Recommended:</b>	<b>\$35,000</b>
<b>CPC Vote:</b>	<b>8/8</b>
<b>Sponsors:</b>	<b>Donna Ruvolo The Friends of Grove Street Park</b>

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### **Project Description**

Grove Street Park, the largest of the Town of Belmont's public parks, has provided an oasis of open space and a destination for informal and organized recreational activities for town residents for many years.

In the past few years, through multiple public meetings and by the creation of a Master Plan commissioned by the Town, there has been an opportunity to examine improvements and/or additions to the park by various stakeholders. The Friends of Grove Street Park, a group of park neighbors and friends formed after the town sponsored meetings, reviewed the options, and prioritized improvements that would serve the most residents while still maintaining the open space that is cherished in our community. This led to the recommendation of an ADA compliant Intergenerational Walking Path.

### **Project Goals and Objectives**

The proposed construction site plan is based on elements presented in the Master Plan, including: a 6 to 8 foot wide walking path that circumnavigates the entire park; a landscaping plan (especially shade trees) and seating/gathering areas for resting/socializing.

### **Project Benefit**

- Improve entrances to the park that are smooth and welcoming, free of tree roots and erosion, suitable for wheelchairs, strollers and for unstable/elderly walkers
- Create a path that brings people into the park instead of walking along the edges
- Create a plan for the planting of shade trees and other landscaping, to be enjoyed by everyone but in particular spectators for baseball and soccer games (note: several large trees were lost in recent years during storms/micro-bursts).
- Create areas with seating for resting and socializing for all ages.
- Improve the overall look and feel of the park as a welcoming environment for everyone in the community.

## ARTICLE

<b>Project:</b>	<b>PQ Playground Revitalization Project Phase 2</b>
<b>CPA Category:</b>	<b>Open Space/Recreation</b>
<b>Amount Requested:</b>	<b>\$615,000</b>
<b>Amount Recommended:</b>	<b>\$615,000</b>
<b>CPC Vote:</b>	<b>8/8</b>
<b>Sponsors:</b>	<b>Julie Crockett Friends of PQ Park</b>

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### **Project Description**

The CPA funds approved in Phase 1 resulted in hiring Waterfield Design Group (WDG), who led a rigorous design and public engagement process, including three community input meetings and resulting in final design for the Pequossette (PQ) Park Playground Revitalization Project. The Friends of PQ Park are requesting funds for Phase 2 of the PQ Park Playground Revitalization Project for implementation and construction. . As shown in the design, the improvements to the PQ Park playground area will include: removal of all playground components, which includes broken and outdated equipment; installing age-appropriate play structures and equipment; replacing and extending paths around the playground area allowing for a handicapped accessible and intergenerational multi-use path; and all related site work. At all stages of the process, WDG has and will continue to work closely with Jay Marcotte, DPW Director.

### **Project Goals and Objectives**

The goals of the project align with fulfilling the General and Specific Criteria of the Community Preservation Committee Guidelines in the following ways:

- Preserve or utilize currently owned Town assets
- Benefit a currently underserved population
- Provide long-term benefit to the Town
- Preserve the essential character of the Town

### **Project Benefit**

The PQ Park Playground Revitalization Project is the result of neighborhood input about community needs, concerns, and aspirations. Renovating the PQ playground will make better use of space and increase the usability of PQ park as a whole. The renovations will include new landscaping with benches and picnic tables for caregivers, parents, grandparents and community members to enjoy while watching their children play. Completion of the project will improve the quality of life for the residents and visitors who use the playground and the other facilities in PQ Park. PQ Park is one of the busiest parks and playgrounds in town of Belmont.

**TOWN OF BELMONT  
COMMUNITY PRESERVATION COMMITTEE  
CPA Fund  
March 10, 2017**

Revenue (FY12-FY17)

Local Surcharge	\$ 5,796,455
State Match	\$ 1,502,756
Interest and Misc Fees	\$ 44,662
<b>Total Collection</b>	<b>\$ 7,343,873</b>

Expenses (FY12-FY17)

Project Spending	\$ (3,883,051)
Remaining Appropriated Project Funding	\$ (1,122,909)
Admin Expenses (see spending guidelines)	\$ (102,874)
<b>Total Expenses</b>	<b>\$ (5,108,834)</b>

Proposed Appropriations (FY18)

FY18 Projects	\$ (1,183,325)
FY18 Admin Budget (see spending guidelines)	\$ (51,916)
<b>Total Proposed Appropriations (FY18)</b>	<b>\$ (1,235,241)</b>

Summary

Collections	\$ 7,343,873
Expenses	\$ (5,108,834)
Proposed Appropriations	\$ (1,235,241)
<b>Total Estimated CPA Fund Balance (7-1-17)</b>	<b>\$ 999,798</b>

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<u>Admin Fees</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
Admin Salary	\$ 8,916.99	\$ 11,412.03	\$ 10,091.71	\$ 11,000.00
Procurement Training	\$ 450.00	\$ 1,265.00	\$ -	\$ -
Open Space Land and Housing Inventory Project	\$ 30,000.00	\$ -	\$ -	\$ -
Deed Restriction - Homer House	\$ -	\$ -	\$ 4,266.00	\$ -
CPA Coalition Dues	\$ 3,000.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
Misc Office Supplies	\$ 153.94	\$ -	\$ 362.53	\$ -
<b>Total Admin Spending</b>	<b>\$ 42,520.93</b>	<b>\$ 16,177.03</b>	<b>\$ 18,220.24</b>	<b>\$ 14,500.00</b>

Original Appropriated Admin Budgets	\$ 58,000.00	\$ 56,498.00	\$ 56,200.00	\$ 50,650.00
Turnback	\$ 15,479.07	\$ 40,320.97	\$ 37,979.76	

\*\*\*FY18 Admin Budget estimated as of 3-10-17, subject to change prior to Town Meeting.

**TOWN OF BELMONT  
COMMUNITY PRESERVATION COMMITTEE  
CPA Project Statuses  
March 3, 2017**

**FY 2014**

<b>PROJECT</b>	<b>SPONSOR</b>	<b>APPROPRIATION</b>	<b>EXPENSES</b>	<b>% COMPLETED</b>	<b>TURNBACK</b>
(Belmont Village) Electric Service Upgrade Underground Wiring	Donna Hamilton	\$ 147,000.00	\$ 128,161.22	100.00%	\$ 18,838.78
(Town Hall) Concord Avenue Door Remediation	Kevin Looney	\$ 72,000.00	\$ 71,870.50	100.00%	\$ 129.50
Building Survey and Investigation of the William Flagg Homer House	Susan Smart	\$ 10,000.00	\$ 9,500.00	100.00%	\$ 500.00
Comprehensive Cultural Resources Survey	Lisa Harrington	\$ 115,000.00	\$ 115,000.00	100.00%	\$ -
Irrigation Improvements at Rock Meadow Community Gardens	Mary Trudeau	\$ 10,000.00	\$ 9,023.63	100.00%	\$ 976.37
Joey's Park Rehabilitation	Ellen Schreiber	\$ 100,000.00	\$ 100,000.00	100.00%	\$ -
Landscape Plan for Intergenerational Walking Path at Clay Pit Pond	Mary Trudeau	\$ 20,000.00	\$ 18,970.00	100.00%	\$ 1,030.00
Preserving and Digitizing Belmont's Vital Records	Ellen O'Brien Cushman	\$ 100,000.00	\$ 77,685.09	77.69%	\$ -
All work for the project must cease after June 30, 2016, at which point the CPC will require a deliverable.					
Underwood Park (Plan & Design)	Peter J Castanino	\$ 298,000.00	\$ 298,000.00	100.00%	\$ -
		<b>\$ 872,000.00</b>	<b>\$ 828,210.44</b>	<b>97.52%</b>	<b>\$ 21,474.65</b>

**TOWN OF BELMONT  
COMMUNITY PRESERVATION COMMITTEE  
CPA Project Statuses  
March 3, 2017**

**FY 2015**

<b>PROJECT</b>	<b>SPONSOR</b>	<b>APPROPRIATION</b>	<b>EXPENSES</b>	<b>% COMPLETED</b>	<b>TURNBACK</b>
Belmont Community Moving Image Archive	Jeffrey Hansell	\$ 12,000.00	\$ 11,963.85	100.00%	\$ 36.15
Daniel Butler School Playground Project (Phase II)	Michael McAllister, Principal	\$ 66,524.00	\$ 60,988.00	91.68%	\$ -
Although a small amount of work remains, a deadline extension might be necessary given unfavorable winter weather conditions.					
(Belmont Village) Electrical Upgrade Interior Wiring	Donna Hamilton	\$ 165,000.00	\$ 165,000.00	100.00%	\$ -
First Time Homebuyer Assistance	Helen Bakeman	\$ 375,000.00	\$ -	100.00%	\$ 375,000.00
JV Field Irrigation Upgrade	Jim Fitzgerald	\$ 8,700.00	\$ 8,700.00	100.00%	\$ -
Underwood Pool	David Kale	\$ 2,000,000.00	\$ 2,000,000.00	100.00%	\$ -
Winn Brook Field Renovation	Peter Thomson	\$ 100,000.00	\$ 96,373.54	100.00%	\$ 3,626.46
		<b>\$ 2,727,224.00</b>	<b>\$ 2,343,025.39</b>	<b>98.81%</b>	<b>\$ 378,662.61</b>

**TOWN OF BELMONT  
COMMUNITY PRESERVATION COMMITTEE  
CPA Project Statuses  
March 3, 2017**

**FY 2016**

<b>PROJECT</b>	<b>SPONSOR</b>	<b>APPROPRIATION</b>	<b>EXPENSES</b>	<b>% COMPLETED</b>	<b>TURNBACK</b>
Belmont Veterans Memorial Project	Kevin Ryan	\$ 60,000.00	\$ 26,800.00	100.00%	\$ 33,200.00
Electrical Upgrade	Donna Hamilton	\$ 522,500.00	\$ 430,650.40	82.42%	\$ -
The project work has been completed. Final invoices have not yet been submitted. Floyd Carman will contact the project sponsor to acquire project photos for CPC records. It is expected that the project sponsors give a final presentation to the Board of Selectmen, as well as a short presentation at the Annual Town Meeting.					
Digitization of Belmont Newspapers (1890-1923)	Emily Reardon	\$ 17,923.24	\$ -	0.00%	\$ -
A vendor has been selected and a contract has been filed with the Town Accountant.					
1853 Homer House Rehabilitation and Restoration	Kelly Higgins	\$ 100,000.00	\$ 10,200.00	10.20%	\$ -
Construction is expected to begin in spring 2017.					
Pegussette Tennis Courts Rehabilitation and Restoration	David Kale	\$ 295,000.00	\$ 206,940.21	70.15%	\$ -
The project has been completed. Final invoices have not yet been submitted.					
Wellington Station Exterior Restoration and Rehabilitation	Emilio E Mauro, Jr.	\$ 26,300.00	\$ -	0.00%	\$ -
Victoria Hasse is the new project sponsor, and has been given procurement information so that a scope-of-work statement can be advertised for the beginning of March 2017.					
		<b>\$ 1,021,723.24</b>	<b>\$ 674,590.61</b>	<b>43.80%</b>	<b>\$ 33,200.00</b>

**TOWN OF BELMONT  
COMMUNITY PRESERVATION COMMITTEE  
CPA Project Statuses  
March 3, 2017**

**FY 2017**

<b>PROJECT</b>	<b>SPONSOR</b>	<b>APPROPRIATION</b>	<b>EXPENSES</b>	<b>% COMPLETED</b>	<b>TURNBACK</b>
Construction of Intergenerational Walking Path at Clay Pit Pond The Town Administrator is currently reviewing all Belmont contracts, including the contract with BETA Group Inc. to provide construction drawings.	Mary Trudeau	\$ 228,350.00	\$ -	0.00%	\$ -
Preserving Belmont's Original Vital Records	Ellen Cushman	\$ 80,000.00	\$ -	0.00%	\$ -
Digitizing Belmont's Town Meeting Records	Ellen Cushman	\$ 85,000.00	\$ -	0.00%	\$ -
Town Hall Exterior Railings Improvements An anonymous benefactor donated \$7,500 to clear the brush around the exterior railings. After the brush had been cleared, it was discovered that the condition of the railings was much worse than previously anticipated. The project sponsors are determining whether the amount of the current CPA grant is sufficient, or if the project should be cancelled and resubmitted in next year's application process.	Gerald R. Boyle	\$ 75,000.00	\$ -	0.00%	\$ -
PQ Playground Revitalization (Phase I) Project sponsors will be conducting a public meeting on Wednesday September 28, 2016 to present the vendor who was chosen as the landscape architect.	Julie Crockett	\$ 25,000.00	\$ 14,658.00	58.63%	\$ -
Winn Brook Tennis Courts The project is expected to be completed by the end of the calendar year.	Jay Marcotte	\$ 325,000.00	\$ 22,566.46	6.94%	\$ -
		<b>\$ 818,350.00</b>	<b>\$ 37,224.46</b>	<b>10.93%</b>	<b>\$ -</b>