

- b. **CPA Eligibility, Community Preservation Need:** Please describe how the project complies with the CPC's Project Eligibility Criteria and the DOR's Allowable Uses Chart. Please describe the community need the project satisfies. Please address specific CPC Criteria and the definitions listed on the DOR's Chart when answering this question.
 - c. **Project Partnerships & Support:** Please attach commitment letters from funding partners, including in-kind service providers. Please attach other letters of support to document clear endorsement by community members and groups, municipal boards, committees, commissions and departments, etc.
 - d. **Feasibility:** List and explain all further actions or steps that will be required for completion of the project (i.e. 21E environmental assessments; zoning, planning board, conservation commission permits and approvals; easements or restrictions; subordination agreements etc...).
 - e. **Applicant/Organization Background:** Please provide a brief description of your or the organization's profile and project history. Explain your ability and capacity to undertake and successfully execute the project.
 - f. **Maintenance & Long Term Preservation:** If on-going maintenance and upkeep is required, please describe how this will be accomplished. Explain specific guarantees that will assure long-term preservation of the project.
 - g. **Maps & Visual Materials:** When appropriate, at least one photograph shall be provided with the application. Please include plans, maps and other visual aids to help describe the project (i.e. USGS topographic map, assessors map, GIS/aerial photo maps, photographs, renderings or design plans etc...).
2. **Budget:** Please fill out the attached Budget Form. Please indicate which expenses CPA will directly fund. Please attach supporting documentation that substantiates costs (i.e. estimates, quotes, letters of intent estimating value of in-kind services etc...)
3. **Project Schedule:** Please fill out the attached Project Schedule Form. Explain each step of the project, time to accomplish the various steps, milestones and project completion date.
4. If applicable and appropriate, additional information or supporting documentation should also be attached. ****Note:** If supporting documents are 10 pages or more, an electronic copy (PDF) of said document shall be provided. Supplemental information may include, but not be limited to:
- a. Natural resource features
 - b. Proof of site control, or plan to obtain control such as Purchase and Sale Agreement, option or deed
 - c. For historic properties or artifacts, a Determination of Historic Significance by the Beverly Historic District Commission
 - d. Historic structure report or existing conditions report
 - e. Evidence that appropriate professional standards will be followed if construction, restoration or rehabilitation is proposed
 - f. Any other information useful to the Committee in considering the project

I certify, under the pains and penalties of perjury, that the information set forth in this application is true and complete to the best of my knowledge:

Applicant's Signature: _____ Date: 5/7/15

Owner's Signature: [Signature] Date: 5/7/15
 (If Different From Applicant)

Project Title: **New Tennis Courts @ Kimball-Haskell (Cove) Park (2)**
 Project Location/ Address: **225 E. Lothrop Street**
 Date: **5/7/15**

**SUPPORTING INFORMATION AND DOCUMENTATION FOR
COMMUNITY PRESERVATION COMMITTEE**

New Tennis Courts @ Kimball-Haskell (Cove) Park (2) – Beverly Recreation Dept.

1. PROJECT NARRATIVE

a. Project Description:

The Kimball-Haskell (Cove) Park tennis courts have always been heavily used by people from the Cove neighborhood and all areas of Beverly. The scenic park is a popular destination with many activities for children and families. These two courts were used for many years to teach tennis lessons for the Beverly Recreation Department. For many years, these were the most popular courts in Beverly. If these courts are replaced, tennis lessons and many children's activities can be held here again.

Several years ago these courts started to develop large cracks on both sides of both courts. After initial attempts to fill and repair the cracks, the problems continued to get worse, creating a very hazardous playing surface. It was determined that several old water pipes ran under the courts and when they stopped being used, they began to rust away and collapsed. The collapse of these pipes caused the surfacing above each pipe to drop and created the cracks, several of which are inches wide and very deep.

It was recently determined that these courts are well beyond the point where filling and patching, or even pulverizing the surface and repaving the courts would provide a long-term solution. Both of these courts need to be excavated and rebuilt from the subsurface up to court level.

In addition to the court surfaces, the retaining wall around the courts and the fencing is badly rusted and has deteriorated significantly, causing the fencing to bend in many places and gaps under the fences that allow balls to get out of the court area in many places.

These two courts will be completely replaced along with the retaining wall and fencing. The new fencing will be black vinyl chain link with 10-foot fencing on three sides and 4-foot fencing on the side closest to the baseball field. This configuration will allow for a better looking fence line while still keeping balls from escaping the tennis area on both ends and preventing balls from going out onto Cross Street. A picture of the new court at Dix Park in Beverly Farms is included at the end of this packet and shows how much better this style of fencing can look.

The Friends of Cove Playground and several other neighbors share a goal of continuing to improve the entire park by rebuilding these tennis courts. They have already raised funding to replace the old playground equipment and installed many benches, picnic tables and sitting areas. They are committed to installing two new, safe courts to enhance the park and make it more enjoyable for tennis players and all users of the parks.

b. CPA Eligibility, Community Preservation Need:

The project will conform to the Community Preservation Fund allowable spending purposes (G.L. c. 44B, § 5) as being Recreational Land, with active and passive recreational use as a park and playground. We will be replacing two tennis courts, which will be an extraordinary repair of this facility and make these courts functional again for their intended use. Right now, very few people use these courts for tennis due to the unsafe playing surface.

Replacing these two tennis courts will greatly enhance the recreational opportunities for adults and children at the park.

c. Project Partnerships & Support

Several Beverly groups support the project outlined in this proposal, and will work collaboratively. Please find letters of support from:

- Beverly Parks & Recreation Committee – Mark Casey, Chair
- Friends of Cove Playground – Roberta Chirco, Chair
- Michael J. Hildebrandt – Resident of Cove Playground neighborhood

The Friends of Cove Park and other residents of the area have expressed a strong interest in raising funds to help pay for the replacement of these courts and fencing. They were very successful in the past when they raised over \$120,000 to replace the playground structures in 2010.

Mayor Cahill is also a resident of this area and supports this project.

d. Feasibility:

This project has been discussed in the past with several groups and neighbors. The Friends of Cove Park group has been very active in planning this project and raising funds. This project will be bid out as required by the Commonwealth of Massachusetts procurement laws to ensure that the City of Beverly receives a fair price for this work.

e. Applicant/Organization Background:

The Beverly Recreation Department is responsible for providing a diverse range of recreational opportunities to the residents of Beverly as well as many non-residents. We are dedicated to providing active and passive recreation through the use and enjoyment of the city's extensive natural land, parks and coastal resources. We develop, promote and oversee year-round programs and activities to stimulate good health, lifelong learning and a sense of community among our citizens and nonresident visitors. Beverly Recreation is dedicated to meeting the diverse needs of all ages of its residents, including the preservation and maintenance of open space.

The Beverly Recreation Department has been involved in many projects over the past 15 years, including the ongoing renovation of the Carriage House at Lynch Park, creation of the Paddles' Park Dog Park, reconstruction of the bathhouse at Obear Park, numerous field renovations and playground construction projects throughout Beverly. By working with the Department of Public Services, private vendors and contractors and City Hall, we have been able to complete many projects in a timely manner and within budget.

This project has the full support of Mayor Cahill's office, the Beverly Parks & Recreation Commission and many other city officials and citizens of Beverly.

f. Maintenance & Long Term Preservation:

Once completed, the City of Beverly Department of Public Services will maintain these new tennis courts. The DPS has been maintaining courts in Beverly for many years. The Beverly Recreation Department works with DPS to ensure the necessary funding is available to complete maintenance when needed and conducts annual inspections to ensure that the courts stay safe.

g. Maps & Visual Materials: *Please see attached photos and map.*

Full view of existing courts

Cracks on both courts

Damages fencing

Picture of Dix Park court and fencing

Map of location

2. Budget: *Please see the attached Project Budget Form.*

3. Project Schedule: *Please see the attached Project Schedule Form.*

4. Additional Information/Supporting Documentation:

a. N/A

b. Kimball Haskell (Cove) Park is owned by the City of Beverly under the jurisdiction of the Beverly Parks & Recreation Commission and the Beverly Recreation Department. All activities at Kimball-Haskell Park are monitored and permitted by the Beverly Recreation Department.

c. N/A

d. N/A

e. This project will be bid out following all Commonwealth of Massachusetts procurement laws. All construction will be completed under the supervision of the City of Beverly Department of Public Services.

f. N/A



City of Beverly
Community Preservation Committee
 Planning Department
 191 Cabot Street, City Hall
 Beverly, MA 01915
 (978) 921-6000 ext. 2343 (978) 921-6187 (Fax)

2015 CPA PROJECT FUNDING APPLICATION
Project Budget Form

- Project Title: **New Tennis Courts @ Kimball-Haskell (Cove) Park**
- Applicant Contact Information:
 Contact Person: **Bruce Doig, Director**
 Organization: **Beverly Recreation Department**

SOURCES OF FUNDING		
Source	Amount	Percentage of Total Budget
Community Preservation Act Fund	\$100,000	62.5%
Friends of Cove Park	\$50,000	31.25%
David S. Lynch Trustees	\$10,000	6.25%
Total Project Funding	\$160,000	

ITEMIZED PROJECT EXPENSES		
Expense	Amount	To Be Funded by CPA? Y/N <small>*Please refer to DOR's Allowable Uses Chart</small>
Rebuild retaining wall	\$25,000	Y
Remove fencing	\$20,000	Y
Install new fencing	\$40,000	Y
Paving	\$50,000	Y
Posts, nets, paint, accessories	\$12,000	Y
Cleanup & landscaping	\$13,000	Y
Total Project Expenses	\$160,000	

*If the project is a community housing project, please submit a development budget and a sources and uses budget. Also, home ownership projects shall include an affordability analysis, and housing rental projects shall include a five-year operating budget.

Please feel free to photocopy or recreate this form if more room is needed.



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2015 CPA PROJECT FUNDING APPLICATION

Project Schedule Form

- Project Title: **New Tennis Courts @ Kimball-Haskell (Cove) Park**
- Applicant Contact Information:
Contact Person: **Bruce Doig, Director**
Organization: **Beverly Recreation Department**

Please provide a project timeline below and describe the various activities, noting all project milestones.

	Estimated Date	Activity
Project Start	March 2016	Remove old fencing
	March 2016	Rebuild retaining wall
Project Milestone	April 2016	Excavate old playing surface
50% Completion	April 2016	Grade and pave two courts
Project Milestone	May 2016	Install new fencing
Project Completion	May 2016	Paint courts and install posts, nets & accessories

Please Note: If the project is approved, the applicant must agree to and sign a Memorandum of Understanding (MOU). Funds will be disbursed based on the conditions of the MOU executed as part of the project award.

Please feel free to photocopy or recreate this form if more room is needed.



CITY of BEVERLY
PARKS & RECREATION COMMISSION

*55 Ober Street
David S. Lynch Park
Beverly, Massachusetts 01915
Phone (978) 921-6067
Fax (978) 927-1386*

Mayor

Michael P. Cahill

Director

Bruce M. Doig

Chairman

Mark Casey

Members:

William Lowd, Kevin Hobin

Henry Pizzo, Justin Repp

Ezra Holland, Jan Jefgood

Nancy Marino, Dorothy Bolas

May 7, 2015

Ms. Wendy Pearl
Community Preservation Committee
Planning Department
191 Cabot Street, City Hall
Beverly, MA 01915

Dear Ms. Pearl:

The Beverly Parks & Recreation Commission has been discussing potential projects for Community Preservation Act funding since Beverly citizens voted to approve this funding source. We have discussed many projects and have recently prioritized the list of projects to be submitted for CPA funding. This prioritized list of projects includes:

- New Lights and Poles at Cooney Field
- New Playground Structure at Lyons Park (Dane Street Beach)
- ADA Accessible Path and Beach Chairs for Lyons Park (Dane Street Beach)
- ADA Accessible Path and Beach Chairs for Lynch Park
- New Tennis Courts at Kimball-Haskell Park (Cove)
- New Tennis Court at Cahill Park
- New Playground Structure at Vittori Park

We feel that all of these projects will greatly enhance the recreational opportunities available at these locations for thousands of Beverly citizens and non-residents. These projects will improve the accessibility to all of these resources for users of all ages and abilities.

We strongly support all of these projects and look forward to working with the Recreation Department and the City of Beverly to complete all of these projects. Thank you very much for your consideration of these projects for CPA funding. Your hard work is greatly appreciated.

Sincerely,

Mark Casey
Chairman

Ms. Wendy Pearl
Community Preservation Committee
Planning Department
Beverly City Hall
191 Cabot Street
Beverly, MA 01915

May 7, 2015

Dear Ms. Pearl and the members of the committee:

It is with much pleasure and great anticipation that I write this letter of support to the committee. On a whim, I contacted the parks department on April 30th to express my interest in pursuing on my own the project of resurfacing of the tennis courts at cove playground. A call back the next day from the city parks department was very encouraging, and when I heard the details of the planned restoration of the courts I was certainly excited to partner with the city for a more comprehensive project.

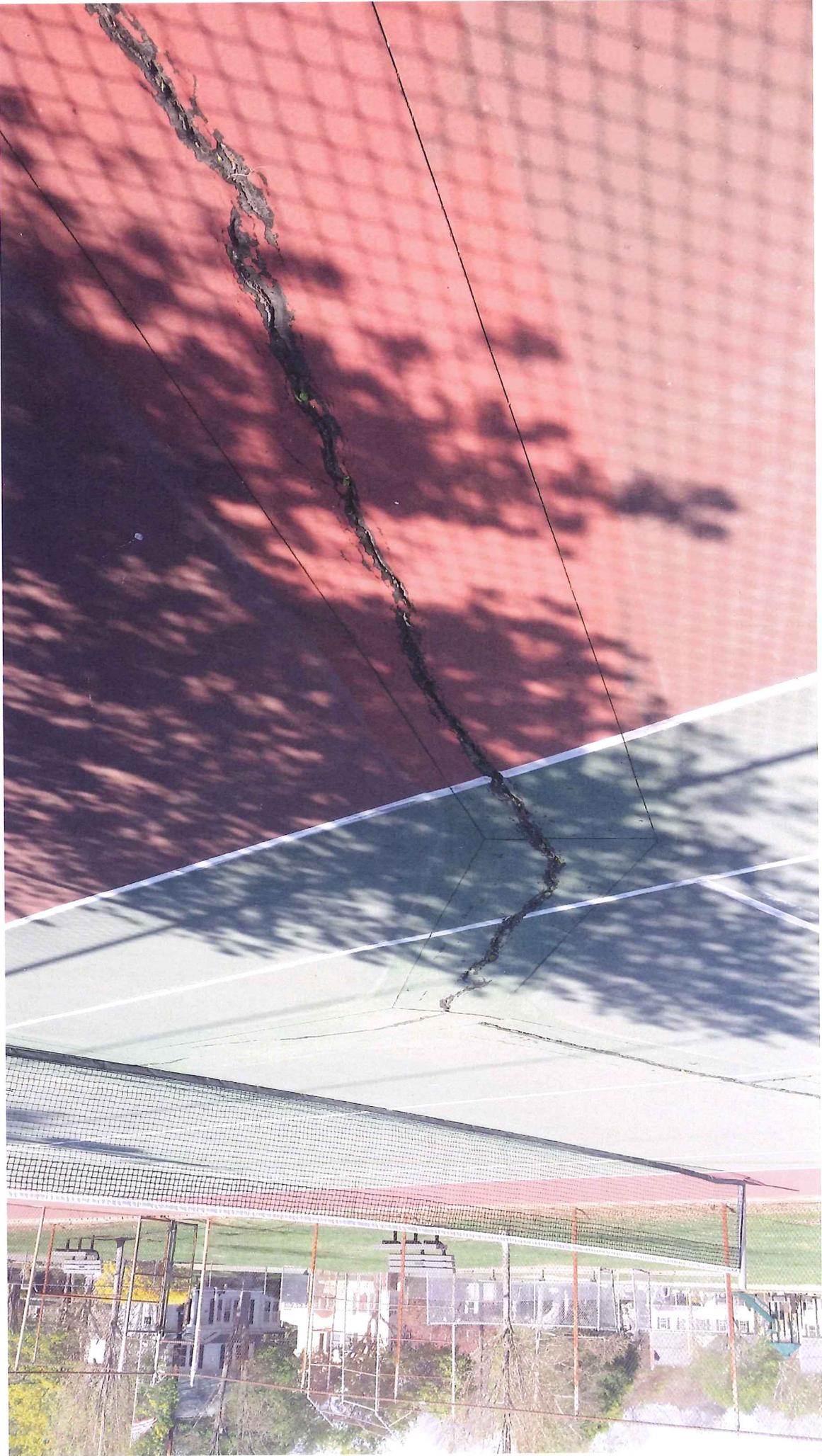
It is my current understanding that the more extensive restoration of the courts is necessary to bring them up to a stable quality. I was thankful for this information provided by the city official, and I trust that his understanding of the necessary restoration is accurate. I would be happy to partner with the city in building consensus among my neighbors in the merit and necessity of this project and also in gaining financial support.

What further encourages me to partner with the city on this project is that this had been pursued years ago to expand the surfaces from two to three courts. While it had been noted by city officials that this project did not have support from the neighbors, a quick inquiry into the recollection of some of my neighbors revealed that they did not oppose the project but rather the involvement of Landmark School and their requirement that if they put up the money, use of these courts would be deferred to Landmark's tennis team during the spring season. I was working at Landmark at the time and remember well our disappointment with this reaction but understood the concern from neighbors. I believe that if an expansion to three courts were pursued, the neighbors may well be interested in supporting the project.

In short, please accept this letter as a testimony to my enthusiasm for this project and my willingness to partner with the parks department in the city of Beverly in gaining support for this project from among my direct neighbors and the members of Beverly Cove at large who enjoy all that the Cove has to offer.

Sincerely,
Michael J. Hildebrandt
164 Hale Street, Beverly, MA

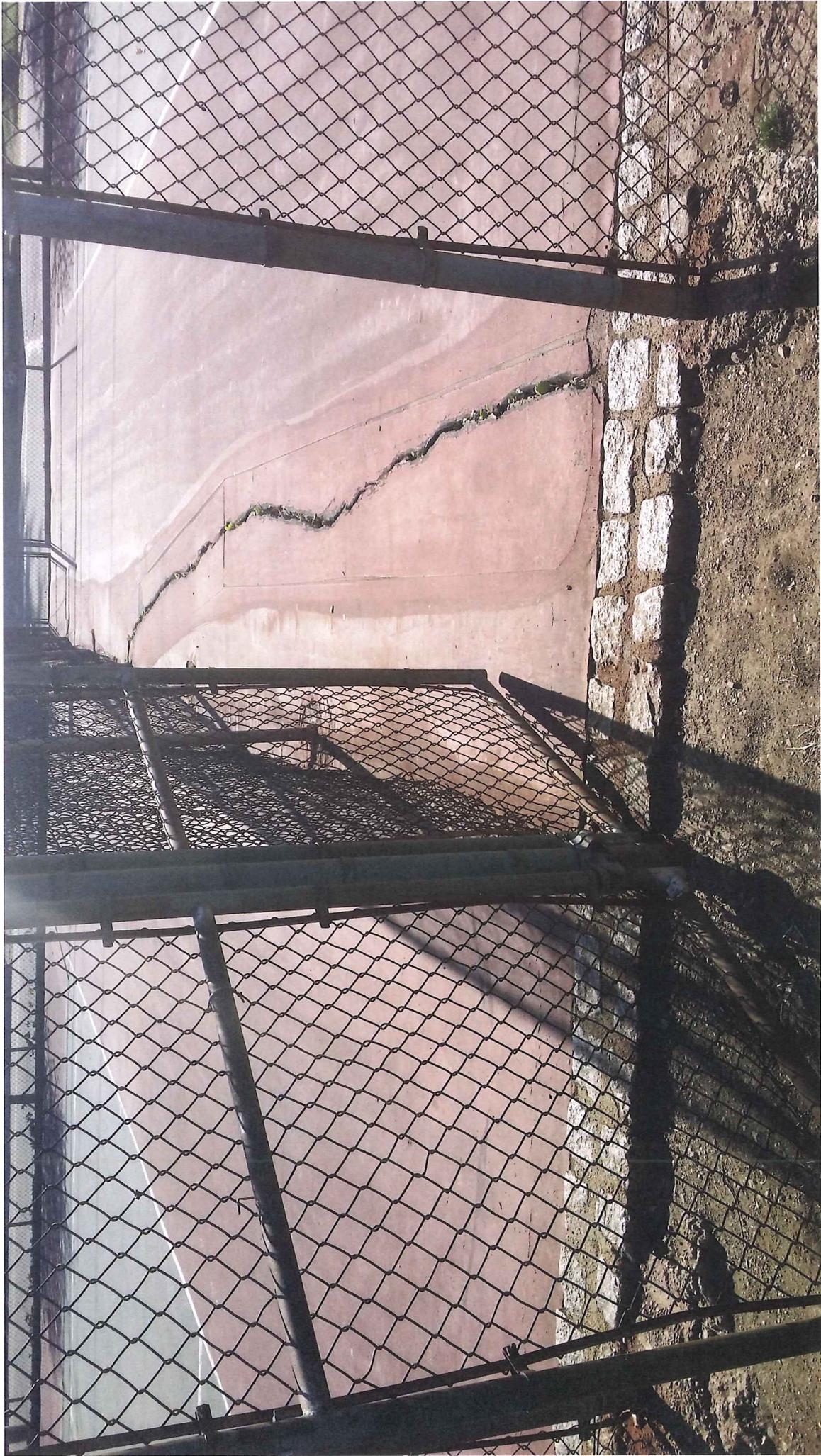
COVE TENNIS COURTS CRACKS





OUR TENNIS COURTS

COVE TENNIS COURTS - ENTRANCE + CRACKS





COURT TENNIS COURTS



COZE TENNIS COURTS - ENTRANCE

COURT TENNIS COURTS - FENCING / RETAINING WALL





COVE CAMPTS - FENCING

DIX PARK TENNIS COURT



EXAMPLE FOR COVE + CENTERVILLE COURTS

