

1. Agenda

Documents: [AGENDA PC 12.4.14.PDF](#)

2. Meeting Minutes- November

Documents: [PARKS COMMISSION MINUTES 11.6.14.PDF](#)

3. Packet Items

Documents: [RULES FROM PARKS COMMISSION 2014.PDF](#), [LAND BANK FUND SECTION.PDF](#), [RULES OF THE PORTLAND PARKS COMMISSION REVISED 11.2014.PDF](#)

3.I. Packet Items

Documents: [FRIENDS REQUESTS 2015.PDF](#), [REQUEST LETTERS.PDF](#), [MEMO FROM MICHAEL MERTAUGH.PDF](#), [2016 BUDGET REQUESTS FOR PARKS.PDF](#)



Michael J. Bobinsky
Director of Public Services

Parks Commission

Agenda

December 4, 2014

5 – 6:30 PM

Portland Public Services

55 Portland Street

(Lower Level)

- A. Approval of Minutes
- B. New Business
 - 1. CIP and Operating Budget review and recommendations for open space
 - 2. Beginning in January, PC meetings will be on the 2nd Thursday of each month
- C. Communications (Staff updates)
- D. Unfinished Business
 - 1. Role of Commission following Ordinance Changes
 - 2. Update on Trust for Public Land Project
 - 3. Report on Congress Square redesign
- E. Adjournment

PARKS COMMISSION
Thursday, November 6, 2014
Portland Public Services
5:00 p.m.

ATTENDANCE:

Commission Members: Diane Davison, Travis Wagner, Steve Morgenstein, Ralph Carmona, Michael Mertaugh, Cynthia Loebenstein

City Staff: Troy Moon, Melissa Graffam, Sally DeLuca

Guests: Ann Branbridge

Citizen Comment Period

Ann Branbridge discussed some of the issues that are still outstanding out at the Quarry Run Dog Park (Ocean Avenue). The latch on the small dog area is broken. There is a hole in the ground over one foot deep by the fence. There is a concern that someone or a dog could fall in it and get hurt.) There is no trash receptacle at the small dog area.

There was also a request for a double fence, for a “foyer” area. This is to let the dogs in; close the gate and then open the other gate for the dogs to play. Troy Moon said that he can make a budget request for this item for next year’s budget. Troy also said that he would make sure that the latch is fixed and the hole is filled within the next 5 to 7 working days.

Acceptance of Meeting Minutes September 2014

Motion made by Michael Mertaugh to accept the meeting minutes. Seconded by Steve Morgenstein. Motion passed 6-0.

Green Space Gathering Debrief

The Commission agreed that this year’s Green Space Gathering went very well. Will keep the fall date for next year’s Gathering. Travis will lead a sub-committee to work on next year’s event.

Community Garden Proposal for Eastern Promenade

Starting in the spring behind the tennis and basketball courts, the city along with Cultivating Communities will be putting in a community garden. This has been approved by the Historic Preservation Board. It has been presented to the Friends of the Eastern Prom and the Munjoy Hill Neighborhood Organization without opposition.

Sally DeLuca made one concern about the orchard being too close to the ball field.

December 4th meeting; Invite ALL Park advocates and Friends Groups

All Groups are invited to the meeting. At this meeting the Commission members will look at all requests made and give a ranking. This information will then be forwarded to the City for their review.

Update on Trust for Public Land Project

Trust for Public Land and Portland Trails have been holding night meetings to get comments and ideas from residents. They are also in the process of putting together focus groups.

Report on Congress Square Redesign Committee

The Congress Square Redesign Committee looked at two (2) proposals. One was ground level; the second was on-top of the convention center. The recommendation of the committee was the ground level design

New Meeting Date

Starting in January, the Parks Commission will be meeting on the second Thursday of the month at 5pm.

MICHAEL F. BRENNAN (MAYOR)
KEVIN J. DONOGHUE (1)
DAVID A. MARSHALL (2)
EDWARD J. SUSLOVIC (3)
CHERYL A. LEEMAN (4)

CITY OF PORTLAND
IN THE CITY COUNCIL

JOHN R. COYNE (5)
JILL C. DUSON (A/L)
JON HINCK (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

AMENDMENT TO CITY CODE CHAPTER 18
(PARKS, RECREATION AND PUBLIC BUILDINGS AND GROUNDS)
Re: Parks Commission to Adopt Rules

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PORTLAND,
MAINE IN CITY COUNCIL ASSEMBLED AS FOLLOWS:

1. That Chapter 18 (Parks, Recreation and Public Buildings and Grounds) is amended to read as follows:

...

Sec. 18-10. Parks Commission.

(a) *Findings.* The City Council hereby finds that:

(1) Several city parks and public grounds including, but not limited to, Deering Oaks, Eastern Promenade, Western Promenade, Baxter Woods, Baxter Pines, Riverside Golf Course, Payson Park and Stroudwater Park are already all protected by and through deed covenants and restrictions;

(2) The city's cemeteries are already protected by Chapter Seven (7) of the Portland City Code;

(3) The Land Bank has protected twenty-six (26) properties for conservation and preservation purposes;

(4) Therefore, in order to enhance these existing protections on the city's parks and public grounds, the city council hereby amends the city's parks ordinance as follows:

(b) *Established.* There shall be a commission composed of thirteen (13) members which shall be known as "Parks Commission," hereinafter referred to as the "commission."

(c) *Composition.* One (1) member of the city council, who is on the Transportation, Sustainability and Energy Committee, shall be appointed annually by the city council. One (1) member representing Friends of Deering Oaks; one (1) member representing Friends of the Eastern Promenade; one (1) member representing Friends of Evergreen Cemetery; and one (1) member representing Portland Trails shall be appointed for three-year terms by the city council. Seven (7) members representing the public-at-large and one (1) member representing the Land Bank Commission shall be appointed for three-year terms by the city council. Such three-year terms shall be staggered so that no more than three (3) members representing the public-at-large are appointed in any one (1) year. All members shall serve until their successors are appointed, for a period, however, not to exceed sixty (60) days after

expiration of the term. The commission may from time to time establish such subcommittees as it deems appropriate.

(d) *Duties.* The duties of the commission shall include:

- (1) Soliciting, encouraging and accepting private contributions to the city, in cash or in kind, whether by gift, trust, or subject to conditions; provided any gift in kind and that the form of any trust or conditions has been approved by the city council or is ratified by the city council;
- (2) Making recommendations to the city council as to the sale of dedicated parks and public grounds (as described in section 18-14 below) and disposition of trust funds held for parks, trails and open space;
- (3) Maintaining inventories of parks, trails and open space needs as it determines to be desirable;
- (4) Submitting an annual report to the city council regarding the state of the city's parks and public grounds and making specific recommendations therein about suggested goals and improvements for the parks and public grounds;
- (5) Encouraging educational programs, through the schools or otherwise, in forestry education or other relevant subjects it determines to be beneficial to the parks programs of the city;
- (6) Undertaking such other activities as to enhance the parks, trails and open space programs of the city as it deems appropriate from time to time; and
- (7) Conducting an annual meeting of all parks, trails and open space advocacy groups to discuss annual projects and to recommend goals and priorities for capital improvement projects to the city council; and.
- ~~(8)~~ Adopting reasonable rules for the conduct of its meetings, which rules shall include provisions for public comment.

Sec. 2-45. Land Bank Fund.

(a) *Establishment of fund.* The City shall establish a municipal land bank fund to be set up as a separate account within the city to be used to carry out the purposes of this article pursuant to the commission's approved annual budget. Deposits into the fund shall include:

1. Funds appropriated to be deposited into the fund by vote of the City Council;
2. Voluntary contributions of money or other liquid assets to the fund;
3. Any federal, state or private grant or loan funds provided to the land bank fund;
4. Interest from fund deposits and investments;
5. Repayments of loans authorized by the commission and reimbursement upon the sale of property interests from the land bank or acquired with land bank funds; and
6. An annual appropriation of .5% of the total annual capital improvement program.
7. The City Council must approve any expenditure from this fund for the acquisition of property, including but not limited to the cost of options to purchase.

(b) *Authority to grant or loan funds.* In addition to any other authority granted hereunder and subject to its annual budget, the Commission shall have the authority to make grants and loans to private nonprofit groups for the purpose of acquiring property interests in accordance with the purposes of this article. Such grants or loans shall be on such terms as provided by rules of the commission.

(c) *Land bank property management.* The Commission may expend land bank funds for administration, maintenance, management and limited capital improvement of land bank property, provided, however, such expenditures shall not exceed 10% of the commission's budget without a 2/3 vote of the commission and approval by the City Council.

(d) *Payments; records.* All expenses lawfully incurred

carrying out this article must be evidenced by proper vouchers and shall be paid by the City only upon submission of records duly approved by the commission and in a form satisfactory to the City's Finance Director. The City shall prudently invest available assets of the fund and all income from any investment or repayment of any loans shall accrue to the fund. Records of all meetings and transactions under this article shall be kept in accordance with City policies and procedures.

Rules of the Portland Parks Commission

Article 1. General Provision.

Section 1. These rules are supplementary to the provisions of Chapter 18, Article I of the City Code as it relates to the procedures of the Parks Commission (hereinafter, "Commission") and are adopted pursuant to the authority granted in Section 18-10(c)(1) of said Code.

Section 2. Roberts Rules of order shall supplement these rules and shall control procedures not covered by these rules.

Article II. Officers and Duties.

Section 1. The Commission shall consist of thirteen (13) members as follows: one (1) member of the City Council who is also on the Transportation, Sustainability and Energy Committee; one (1) member representing Friends of Deering Oaks; one (1) member representing Friends of the Eastern Promenade; one (1) member representing Friends of Evergreen Cemetery; and one (1) member representing Portland Trails shall be appointed for three-year terms by the city council; and seven (7) members representing the public-at-large and one (1) member representing the Land Bank Commission, who shall be appointed for three-year terms by the City Council.

Section 2. The officers of the Commission shall be the Chair and Vice-Chair.

Section 3. The Chair and Vice-Chair shall be elected annually by the Commission members at the first regular meeting in January. The City Council and Land Bank Commission representatives are not eligible to serve as Chair or Vice-Chair of the Commission.

Section 4. The Chair shall appoint chairs and members for those committees as may be appropriate. Chairs of committees shall be appointed from voting members of the Commission.

Section 5. There is no prohibition on officers serving consecutive terms in the same office.

Article III. Meetings.

Section 1. Regular meetings shall be held the 2nd Thursday of each month at 5:00 p.m. or at such other time and location of which notice is given by the Commission.

Section 2. Special meetings may be called by the Chair at the Chair's discretion or upon request of three (3) or more Commission members, provided that a twenty-four (24) hour notice is given to each member.

Section 3. Meetings of any committee or subcommittee of the Commission shall be held at the call of the Commission or the committee chair or by agreement of at least two subcommittee members.

Section 4. The Commission may, by a majority vote, specify a date for an agenda item.

Section 5. The Chair shall set the agenda for regular meetings of the Commission, workshops, public hearing and other meetings.

Article IV. Order of Business.

All regular meetings of the Commission shall proceed as follows:

- a. Roll call and declaration of quorum
- b. Approval of minutes of the previous meeting
- c. Communications
- d. Unfinished Business
- e. New Business
- f. Adjournment

This order of business may be amended for any given meeting in the discretion of the Commission.

Article V. Notice.

Notice of meetings shall be given in the same manner as for City Council standing committees; i.e. by listing in the City calendar, which is distributed to the public, except that in the event of an emergency meeting, best practicable notice will be given.

Article VI. Conduct of Public Hearings

Section 1. The public may be given an opportunity to comment on any item under consideration by the Commission prior to a final Commission action on that item. Rules governing the procedure for such public comment shall be determined by the Commission.

Article VII. Deliberations, Voting, Decisions.

Section 1. Fifty percent (50%) of the members of the Commission either in person or electronically shall constitute a quorum.

Section 2. The Commission may meet and deliberate at any properly called meeting, regardless of the presence of a quorum, or may continue consideration of such matter to any later meeting. However, no final action shall be taken on such a matter without a quorum being present.

Section 3. Recommendations to the City Council shall include facts and the reason or reasons for such recommendation and shall contain a separate statement setting forth the recommendation of the Commission.

Section 4. The Commission will take no final or binding vote on a recommendation to the City Council unless it shall first have stated its findings, reasons and conclusions at a meeting open to the public.

Section 5. When a vote is completed it shall be in order for any member who voted in the majority, in the negative, in a tie vote, or otherwise on the prevailing side, to move for reconsideration thereof at the same or at the next regular meeting but not afterwards; and when the motion for reconsideration is decided, that vote shall not be reconsidered. No motion to reconsider a vote completed at a previous meeting shall be in order for consideration at the next regular meeting unless an item to that effect is contained on the agenda for such regular meeting or unless two-thirds of voting members consent to such reconsideration.

Section 6. In the event of a tie vote, the matter shall be postponed until the next meeting, where it shall be considered as unfinished business.

Section 7. Any member with an interest, or an appearance of an interest, in a question before the Commission shall disclose or abstain from participation in deliberations on the question under discussion and from voting on such question, or said member may be excused from such participation and from voting on the question by majority vote of the commission.

Article VII I. Amendment of Rules

Section 1. These rules may be amended, or suspended, by a two-thirds affirmative vote of the members of the Commission.

Section 2. The proposed amendment must be presented in writing at a regular or special Commission meeting preceding the meeting at which the vote is taken.

Article IX. Annual Report

Section 1. The Commission shall annually file a state of the parks report with the City Council and City Manager on the physical, economic, and social status of each of the City of Portland's parks and/or public spaces and recommendations as to those spaces.



Michael J. Bobinsky
Director of Public Services

To: Members of the City of Portland Parks Commission
From: Troy Moon, Environmental Programs and Open Space Manager
RE: CIP and Operating Budget Requests
Date: November 25, 2014

To assist with the preparation of FY15 CIP and operating budgets, the Department of Public Services has asked established Friends groups and neighborhood associations to provide input regarding priorities in their areas of interest. We have received responses from a number of them and their suggestions provide valuable information to guide our budget requests.

As part of the review process, we seek the assistance of the Parks Commission in prioritizing requests. Please find a number of materials to inform our discussion on December 4:

- Requests submitted
- CIP report showing previous CIP requests
- Memo from Michael Mertaugh (scoring subcommittee) presenting draft recommendations for discussion

I look forward to our discussion next week.

Have a great Thanksgiving!

Troy Moon - Lincoln Park

From: <FSReilly@aol.com>
To: <THM@portlandmaine.gov>
Date: 11/4/2014 12:27 PM
Subject: Lincoln Park
CC: <mbobinsky@portlandmaine.gov>, <shc@portlandmaine.gov>, <DGA@portlandmai...

Dear Troy,

I am responding to the announcement from Mike Bobinsky, to wit:

Lincoln Park of course needs to be under both the Capital Project category for the major expenses of the fence and walkways, and under the Operating budget for benches and trees, as well a sign for the Park stating its rich history, which I believe Jeff Tarling is working on.

As you know, we are seeking total restoration of our historic park and to that end I would like to propose for everyone's consideration that it be completed in time to celebrate one of Portland's historic landmark anniversary:

Celebrating Lincoln Park's One Hundred & Fifty Year Birthday,
July 4, 1866- July, 4, 2016.

It is my understanding that an estimated \$500,000 has been moved from the FY 2015 Capital Improvement Plan to the year 2017, which of course would defeat the anniversary goal.

To date we have received \$15,000 in benefits from Keep America Beautiful and Gorham Savings Bank, the latter specifying the purchase of ten benches, which added to the two or three derived from Keep America Beautiful gives us 12 or 13 benches on hold.

I've heard all sorts of estimates to accomplish the restoration of Lincoln Park, but to date nothing that is finalized.

It is my hope that Deb Andrews will be able to meet with me and the Mohr & Seredin this week to finalize our Landscape Plan, from which we can then address a logical cost estimate for totally restoring the Park.

Can you, and everyone on this email, help us, Troy, to achieve this worthwhile goal that would be met with great joy by both the residents and business sectors of Portland?

I'm still shooting in the dark a bit, but my intention is focused and honorable, so please guide me to the right path to accomplish the restoration of Lincoln Park by July 4, 2016 for a big city celebration.

I welcome your advice and that of anyone on this email!

Thank you,
Frank
Chief Spear Carrier
Friends of Lincoln Park

Troy Moon - 2016 Budget recommendations

From: dlacasse <dlacasse@lacwes.com>
To: Troy Moon <thm@portlandmaine.gov>
Date: 11/20/2014 9:11 AM
Subject: 2016 Budget recommendations
CC: David Marshall <damarshall@portlandmaine.gov>, Kevin Donoghue <kjdonoghue@portlandmaine.gov>

Good Morning Troy

The Friends of Congress Square Park are requesting that \$1,033,400 be included in the 2016 fiscal budget for the renovation of Congress Square Park. This amount is based on the KMDG option one design concept and the Wright Ryan estimate for a full 14,000 Square Foot ground level park minus the overhead catenary structure and LED screen.

Regards

David LaCasse P.E.
LaCasse & Weston, Inc.
203 Anderson St.
Suite 201
Portland, Maine 04101
Phone 207-773-7711
Fax 207-773-7815
Cell 207-831-1980
E-mail: dlacasse@lacwes.com

Suggestions from the West End Neighborhood Association for the FY16 Environmental and Open Spaces Budget

Parks:

Benches - Clark Street Park(1)

Picnic Tables w/ Attached Benches - Clark Street Park(1), Harbor View Park(2)

Movable Furniture(folding chairs and tables) - Monument Sq., Post Office Park

Large Rocks for sitting - Clark Street Park(5)

Signage at Taylor Street Park as has been discussed for the past 3 years or so.

Outdoor Ping Pong Table - Taylor Street(1)

Adult Playground Equipment - 2 pieces each park in West End - Harbor View, Taylor Street, Pleasant Street, Clark Street, Western Prom near MMC) - these are what Adrian Benepe referred to as "Fitness Zones" in his lecture at First Parish Church in the spring. This idea was presented to the Parks Commission in 2012/2013 and they agreed to support the idea, in theory. Perhaps now there will be more impetus. What we hope for is a circuit that people could use to walk from park to park and use the two pieces of equipment at each park - or they could go to just as many as they desired. This is an area with many older residents, as well as immigrants, many of whom do not have the financial resources to join a gym, but who would enjoy having the opportunity to exercise and be outdoors. These types of installations have proved popular and beneficial to all ages of adults in parks throughout the world and could be a boost to Portland's drive to keep Portlanders healthy.

Environmental:

More trash cans and Sidewalk Buttlers



MISSION STATEMENT

The Friends of Deering Oaks is a non-profit citizen organization committed to preserving, protecting and enhancing the physical condition of Portland's historic Deering Oaks Park and promoting its use by residents and visitors. The 1994 Deering Oaks Master Plan will guide the activities of the Friends of Deering Oaks.

Friends of Deering Oaks
P.O. Box 10416
Portland, Maine 04104
(207) 774-0437

November 14, 2014

Mr. Michel Bobinsky, Director
Department of Public Services
City of Portland
55 Portland Street
Portland, ME 04101

Dear Mike:

At its November meeting, the Board of the Friends of Deering Oaks reviewed several potential capital requests and settled on **our top priority**:

Lighting Replacement (1994 Deering Oaks Master Plan, page 51) As you know, the current "Town and Country" pedestrian lights and the "cobrahead" streetlights (around the pond, on State and High Streets, and on one block of Park Avenue) are well past their useful life and are not energy-efficient. In addition, as we understand it, the poles are owned by the City, but the light fixtures are rented from CMP and usage is not metered.

We believe that the capital investment will be paid back quite quickly, as a result of metered energy cost and elimination of the CMP rental cost.

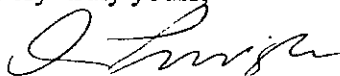
For several years, you have promised an evaluation of the existing vs. projected operating cost of replacing the existing poles and fixtures with the North Yorkshire pole (specs and cost attached, which needs to be updated) and the "Granville light (see attached). We certainly hope that those repeated promises will be honored this year, so this request can receive the full consideration it deserves.

In addition, we want to start the process for a much-needed project:

New Free-standing Restroom Facility I think we all agree that the disgusting, poorly-maintained porta potties are a blight on the park and a horrible visitor experience. Because of the challenges of designing a vandal-resistant public restroom facility, we request funds (probably a FY '16 operating budget item) for design services. Assuming a defensible, low-maintenance design is developed, we will seek CIP funds in a succeeding year.

We understand that the Parks Commission will be considering and prioritizing CIP requests. We certainly hope that they will give deference to the projects recommended by friends groups and not substitute others in their place.

Very truly yours,


Anne B. Pringle, President

cc: Councilor David Marshall
Acting City Manager Sheila Hill-Christian



MISSION STATEMENT

The Friends of Deering Oaks is a non-profit citizen organization committed to preserving, protecting and enhancing the physical condition of Portland's historic Deering Oaks Park and promoting its use by residents and visitors. The 1994 Deering Oaks Master Plan will guide the activities of the Friends of Deering Oaks.

Friends of Deering Oaks
P.O. Box 10416
Portland, Maine 04104
(207) 774-0437

November 14, 2014

Mr. Michael Bobinsky, Director
Department of Public Services
City of Portland
55 Portland Street
Portland, ME 04101

Re: FY16 Operating Budget Requests

Dear Mike:

At its November meeting, the Board of the Friends of Deering Osk agreed to make the following Operating Budget requests:

1) Staffing for the Castle After the substantial public and private investment in the Castle, it has been disappointing to see it vacant and closed since the CVB terminated its lease several years ago. In particular, this makes the bathrooms unavailable to the general public as an alternative to the disgusting porta potties. We were pleased to hear that you have directed Troy to identify a way to staff the Castle during at least the high use months, not just on Saturdays during the Farmers' Market. If there is an incremental cost to do this, we request that it be a high priority for funding in the FY'16 budget.

2) Porta Potties Until a permanent restroom facility is built, we believe it is essential to provide a better maintained porta potty facility and ask that you communciate to Facilities that the operator used for the past two years is a totally unacceptable service provider for Deering Oaks. We ask that Facilities: not award the contract to this provider next year, regardless of their bid; in the service contract, provide for a penalty for not completing a daily cleaning log; provide for the ability to terminate the contract for poor maintenance.

3) Benches We request that four new World's Fair benches be installed next year, in locations agreed upon City staff and FoDO.

4) Seasonal Rangers We believe that ranger presence is an essential element in assuring a safe and friendly park experience and request four seasonal rangers for next summer.

5) Seasonal Maintenance Workers Obviously, Portland is blessed with a major open space network and it must be maintained, especially during the growing season. We respectfully request five seasonal workers (for all open spaces).

Very truly yours,

Anne B. Pringle
President

cc: Councilor David Marshall
Acting City Manager Sheila Hill-Christian

Troy Moon,
Open Space Manager
Public Services Department
City of Portland



November 21, 2014

Dear Troy Moon,

A handwritten signature in black ink that appears to read 'Troy'.

This letter is in response to the call for information from all Friends groups for Portland's parks and open spaces regarding potential budget impacts for next year's Operating Budget of the Public Services Department.

In addition to the installation of a water system that is crucial to stone preservation activities, the roof and floor of the Victorian Tool Shed at Eastern Cemetery were refurbished this past summer and we are delighted that the City was able to take care of the rotten floor and disintegrating roof situation in time. However, insufficient funds were allocated to replace the siding, the window, and the double doors of the shed. Additionally, as a result of the new concrete flooring, the door threshold was placed dangerously high creating a serious tripping hazard and the need for great care when entering and exiting the shed. This situation must be remedied when the above improvements are undertaken. We sincerely believe that this tool shed project is incomplete and warrants the minimal funding allocation estimated to complete it this coming season. The estimate we received from the project architect and from Aaron Shields with the City's Facilities Division is \$18,000. We respectfully request that \$18,000 be included in the departmental budget for the completion of this project.

Additionally, we wish to emphasize the importance of funding sufficient to hire a full-time Park Ranger and four seasonal Rangers plus seasonal maintenance personnel sufficient to keep the City's parks, cemeteries and open spaces safe and clean. Eastern Cemetery often plays host to gentlemen sleeping off the beverages from the empty containers that surround them. The assistance of Park Rangers is crucial to maintaining an atmosphere of respect and safety that we cannot ask our volunteers to handle.

Spirits Alive is proud to enjoy a positive partnership with the City of Portland and happy to support requests for adequate funding as the Public Services Department operating budget makes its way through the process to approval.

Thank you for your consideration of our requests.

Sincerely,

A handwritten signature in black ink that appears to read 'Barbara Hager'.

Barbara C. Hager
Spirits Alive Advocacy Committee



Friends of the Eastern Promenade

November 20, 2014

Department of Public Services
Michael Bobinsky Director
55 Portland Street
Portland, ME 04102

Dear Mr. Bobinsky:

Friends of the Eastern Promenade respectfully requests \$8,500 in CIP or Operating Budget funding for the purpose of completing the connection to the Cousins Memorial located between Cutter Street and Fort Allen Park.

This final, relatively small project detail was discussed during the 3-year process to restore Fort Allen Park and realign Cutter Street. The Historic Preservation Board recommended having the Fort Allen design team provide the research and design detail to better incorporate this important monument into the landscape in accordance with Olmstead's vision of pedestrian circulation.

Prior to the Cutter Street redesign of 2013, the Cousin's Memorial was barely accessible. Visitors were required to stand along the Eastern Prom roadway in order to view the monument and pay their respects. We've had several calls, emails and inquiries regarding the current, limited access.

Upon completion of the Cutter Street re-alignment and the Fort Allen Rehabilitation, this "island" is obviously lacking in accessibility to the general public. We requested \$10,000 in last year operating budget for this purpose and we're denied.

Most importantly, the finishing touches at Fort Allen include Interpretive Exhibits at the entrance; the overlook to Casco Bay and the top of Cutter St adjacent to the Cousin's Memorial. We have been successful in obtaining funding for these exhibits from Maine Community Foundation and Norway Savings Bank in the amount of \$30,000. The goal for installation is June 2015.

We would like to include the Cousins Memorial design along with the Interpretive Exhibits in seeking Historic Preservation Board approval this winter since this "connection" is critical to the location and installation of signage. FoEP will seek input and potential funding support through the local Jewish community to support this project in partnership with the City.

Without this design detail, installation of signage will be challenging – or worse, may require relocation – if the Cousins Memorial is left unresolved to some future time.

Thank you for the opportunity to present this request. We appreciate your serious consideration.

Sincerely,

Diane Davison,
Executive Director, Friends of the Eastern Promenade

Troy Moon - Friends of Evergreen FY2016

From: Cynthia Loebenstein <cloebenstein@yahoo.com>
To: Troy Moon <thm@portlandmaine.gov>, Melissa Graffam <mag@portlandmaine.go...
Date: 11/20/2014 4:16 PM
Subject: Friends of Evergreen FY2016

Hi Troy,

Please find below the items from the Friends of Evergreen for the FY2016 budget:

1. Planting of new trees and removal of hazardous trees **\$450,000**

This is based on an estimate from Joe Dumais by a tree contractor. The unhealthy trees are a real hazard for the Cemetery and a liability for the City.

2. Update 1994 FOE Master Plan : **\$20,000**

An updated Master Plan would be a guide for the development and stewardship of Evergreen for the next 20 years

3. Landscape Design for Site Improvements: Along Stevens Ave where the stone wall ends to New Street: **\$10,000**

This design for the front entrance would add to the curb appeal of the Cemetery. The design would need to go through the Historic Preservation Board Review

Thank you,

Cynthia

Cynthia L. Loebenstein
Friends of Evergreen
Parks Commission

207-712-6554

Parks and Open Space CIP – Draft 9/12/2013

Carry over requests:

Project:	Amount Requested
Evergreen Cemetery Expansion	\$250,000 (\$550,000 already awarded)
Lincoln Park Walkways	\$235,000
Lincoln Park Fence	\$224,000
Back Cove Trail Erosion	\$20,000
Improve Capisic Pond	\$2,121,000
Relocate Commercial Barge Landing	\$1,500,000
Eastern Cemetery Wall	\$935,000
Western Promenade Walks	\$100,000
Evergreen Cemetery Retaining Wall	\$80,000

New Requests

- Pave Deering Oaks Parking Lot
- Forestry Pulp Loader
- Pave East End Beach Parking (Lower Lot)
- Remote Control Hill Mower
- Deering Oaks Rest Room
- Riverton Trolley Park Trail Improvements
- Lincoln Park Fountain
- Repair Water Lines at Evergreen
- Replace sidewalks at entrance to Evergreen
- Repair/Repave Road in Evergreen
- Repair drainage & repave main entrance at Evergreen
- Repair Roof at Wildes Chapel

Department Project List by Funding Year

Department/Division	Division	ID#	Project Title	Funded	Request	Other	Total
2015							
Public Services							
35 Parks, Fields, Trails	Administration	152377	Freshman Alley	☒	\$400,000		\$400,000
38 Parks, Fields, Trails	Administration	152350	East End Beach Parking Lot Paving	☒	\$35,000		\$35,000
45 Parks, Fields, Trails	Administration	141724	Lincoln Park Fence Repair	☐	\$224,000		\$224,000
48 Parks, Fields, Trails	Administration	141745	Lincoln Park Walkways Repair	☐	\$235,000		\$235,000
63 Parks, Fields, Trails	Administration	152349	Deering Oaks Parking Lot Paving	☐	\$41,000		\$41,000
8 Parks, Fields, Trails	Cemetery	141710	Evergreen Cemetery Expansion	☐	\$250,000		\$250,000
17 Parks, Fields, Trails	Cemetery	152392	Water Line Replacement at Evergreen Cemetery	☐	\$14,000		\$14,000
35 Parks, Fields, Trails	Cemetery	141723	Evergreen Cemetery - Repair Wall Along Stevens Avenue	☒	\$70,000		\$70,000
53 Parks, Fields, Trails	Cemetery	141713	Western Cemetery Fence and Section of the Retaining Wall	☐		\$20,000	\$20,000
71 Parks, Fields, Trails	Cemetery	141734	Evergreen Cemetery - maintain trees	☐	\$50,000		\$50,000
75 Parks, Fields, Trails	Cemetery	141768	Eastern Cemetery Retaining Wall Repair Along Federal Street	☐	\$935,000		\$935,000
20 Parks, Fields, Trails	Engineering	141714	Western Promenade Walkways	☐	\$51,000		\$51,000
28 Parks, Fields, Trails	Engineering	141769	Capisc Pond Improvements	☒	\$2,250,000		\$2,250,000
40 Parks, Fields, Trails	Engineering	152416	West Commercial Street Trail from Beach Street to Harborview Park - CDBG Request	☐	\$171,050	\$70,686	\$241,736
43 Parks, Fields, Trails	Engineering	141035	West Commercial Street Trail Design and Construction	☐	\$200,000		\$200,000
47 Parks, Fields, Trails	Engineering	141700	Repair Back Cove Trail Erosion	☐	\$20,000		\$20,000
51 Parks, Fields, Trails	Engineering	152201	Monument Square Rehabilitation	☐	\$261,000	\$64,000	\$325,000
69 Parks, Fields, Trails	Forestry	141744	Tree Planting Program - CDBG Request	☐	\$15,000		\$15,000
Funding Year Total 2015					\$5,222,050	\$154,686	\$5,376,736
Public Services							
26 Parks, Fields, Trails	Cemetery	141734	Evergreen Cemetery - maintain trees	☐	\$50,000		\$50,000
23 Parks, Fields, Trails	Engineering	141781	PACTS Martin's Pt East Coast Greenway Trail	☐	\$500,000	\$2,000,000	\$2,500,000
24 Parks, Fields, Trails	Engineering	152201	Monument Square Rehabilitation	☐	\$500,000		\$500,000
35 Parks, Fields, Trails	Forestry	141744	Tree Planting Program - CDBG Request	☐	\$15,000		\$15,000
Funding Year Total					\$1,065,000	\$2,000,000	\$3,065,000

Department Project List by Funding Year

Department/Division Priority/Classification	Division	ID#	Project Title	Funded	Request	Other	Total
2017							
<i>Public Services</i>							
15 Parks, Fields, Trails	Cemetery	141734	Evergreen Cemetery - maintain trees	☐	\$50,000		\$50,000
17 Parks, Fields, Trails	Engineering	141781	PACTS Martin's Pt East Coast Greenway Trail	☐	\$500,000	\$2,000,000	\$2,500,000
20 Parks, Fields, Trails	Forestry	141744	Tree Planting Program - CDBG Request	☐	\$15,000		\$15,000
Funding Year Total					\$565,000	\$2,000,000	\$2,565,000
2018							
<i>Public Services</i>							
16 Parks, Fields, Trails	Cemetery	141734	Evergreen Cemetery - maintain trees	☐	\$50,000		\$50,000
17 Parks, Fields, Trails	Forestry	141744	Tree Planting Program - CDBG Request	☐	\$15,000		\$15,000
Funding Year Total					\$65,000		\$65,000
2019							
<i>Public Services</i>							
10 Parks, Fields, Trails	Cemetery	141734	Evergreen Cemetery - maintain trees	☐	\$40,000		\$40,000
12 Parks, Fields, Trails	Forestry	141744	Tree Planting Program - CDBG Request	☐	\$15,000		\$15,000
Funding Year Total					\$55,000		\$55,000
Report Total					\$6,972,050	\$4,154,686	\$11,126,736

Memo from Michael Mertaugh
Report of Scoring and Ranking Subcommittee
For Discussion 12/4/2014

Diane,

The 2016 budget proposals from Troy are summarized in the attached table. Most of them do not provide cost estimates, and are far from "shovel ready." Applying a richer set of ranking criteria would require more information than we have for most of these proposals. As Troy reminds us, we are also facing a very tight budget situation this year. For that reason, I would suggest that we not try to apply an expanded set of ranking criteria this year, but instead treat this as a consolidation year with priority given to three categories of activities:

- Proposals for design studies and master plans that refine cost estimates and move projects closer to implementation readiness,
- Completion of projects that are very close to completion and embody significant cost sharing (namely, the link with Cousin's Memorial), and
- Progress on Congress Square Park, for which there are high expectations following the recent citizen's initiative and Council ordinance.

If the Commission agrees with this approach, I would suggest that we also give priority to updating the parks master plan, *Green Spaces Blue Edges*, and preparing our first annual report, under terms of reference that are explicitly designed to provide help establish priorities for future budget years. We might also consider converting the request for Lincoln Park rehabilitation to a design study in order to refine cost estimates and move that project closer to implementation readiness.

Please let me know how you would like to proceed.

Best regards,

Michael

DRAFT
2016 Budget Requests for Parks

Ranking Criteria:

1. progress on Congress Square Park, for which there are high expectations following the recent citizen's initiative and Council ordinance,
2. proposals for improving overall parks oversight,
3. proposals for design studies and master plans that refine cost estimates and move projects closer to implementation readiness, and
4. completion of projects that are very close to completion and embody significant cost sharing.

Ranking	Originator	Activity	Amount	Comments
1	Friends of Congress Square Park	Renovation of ground-level option for Congress Square Park	\$1,033,400	Citizens' referendum and Council action underline priority. KMDG design study completed.
2	Parks Commission	Preparation of annual report	\$20,000	Proposed as recurring item for operating budget
3	Parks Commission and Friends of Deering Oaks	Recruitment of four seasonal park rangers, and staff for Deering Oaks Park "castle"		Proposed as recurring item for operating budget
4	Parks Commission	Update of Parks Master Plan, <i>Green Spaces</i> , <i>Blue Edges</i>	\$30,000	Preparation is to involve Friends groups, and is to include development of maintenance guidelines and associated input requirements.
5	Friends of Lincoln Park	Design study for restoration of Lincoln Park	\$20,000	To include options reflecting alternative scenarios for Franklin Street redesign.
6	Friends of Evergreen	Update of Evergreen Cemetery Master Plan	\$20,000	
7	Friends of Deering Oaks	Design study for lavatory facility for Deering Oaks Park	\$20,000	
8	Friends of Evergreen	Landscape design for Stevens Avenue site improvements	\$10,000	
9	Friends of the Eastern Prom	Completion of connection to Cousin's Memorial	\$8,500	Complements \$30,000 of private financing.
10	Spirits Alive	Completion of restoration of Victorian tool shed at Eastern Cemetery	\$18,000	Cost estimate prepared by project architect and City's Facilities Division.
11	Friends of Deering Oaks	Lighting replacement for Deering Oaks Park	\$168,000	Recommended in 1994 Master Plan. Would yield cost savings and improved efficiency, as well as esthetic benefits. Has DPS estimated cost savings?
12	West End Neighborhood Association	Outdoor furniture, playground equipment, signage, waste receptacles	Not provided	
13	Friends of Evergreen	Removal of hazardous trees and planting of new	\$450,000	Unhealthy trees present a public safety liability.

		trees		
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