

1. Agenda

Documents: [AGENDA PC 12.3.15.PDF](#)

2. Meeting Materials

Documents: [DEC 3 2015 MEETING.PDF](#)



Gregory A. Mitchell
Director, Economic Development Department

Parks Commission

Agenda

December 3, 2015

5 – 6:30 PM

City Hall

**389 Congress Street ~ Room 24
(Basement)**

- I. Citizen Comment Period (5 min)
- II. Agenda Items
 - A. Acceptance of Meeting Minutes- November (3 min)
 - B. Communications/Updates
 - Written Reports from DPS & Rec (Provided in packet)- Questions Only (5 min)
 - C. New Business
 - Amethyst Lot (10 min)
 - D. Unfinished Business
 - 2016 CIP Discussion (30 min)
 - Strategic Planning Session highlights; (15 min)
 - o Mission Statement adopted
 - o Protocol for PC Meetings
 - o Committees established:
 - Annual Report/Inventory
 - Green Space Gathering
 - Financing/Fundraising
 - Park Initiatives
 - o Nomination of Chair and Vice Chair for January vote
 - E. Requests for Agenda Items (5 min)

Portland, Maine



Yes. Life's good here.

Gregory A. Mitchell
Director, Economic Development Department



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PARKS COMMISSION
Thursday, November 5, 2015
City Hall ~ Room 24
5:00 p.m.

Attendees: Steve Morgenstein, Michael Mertaugh, Dory Waxman, Meri Lowry, Nathan Robbins, Councilor Jon Hinck, Troy Moon, Melissa Graffam, Sally DeLuca, Rick Knowland, Cynthia Loebenstein, Diane Davison, Jaime Parker

Citizen Comment Period

Anne Pringle informed the Parks Commissioners how successful the Castle in Deering Oaks Park was this summer. They will be looking to doing something again there next summer.

Acceptance of Meeting Minutes – August and September 2015

A motion was made by Dory Waxman accept the meeting minutes. Motion seconded by Michael Mertaugh. Motion passed 8-0.

Communications/Updates

Troy Moon mentioned that the Deering Oaks Pond project has begun and will continue all winter. There will not be any skating there this winter. Fort Allen Park fence will be worked on this winter with thanks to the Friends of the Eastern Prom.

New Business

The Commissioners went over the 16 requests from five (5) different friends groups. The Commission will vote on this at the next meeting.



Sally L. DeLuca
Director

Department of Recreation & Facilities Management

Memorandum

TO: Park Commission

FROM: Sally DeLuca, Director of Recreation and Facilities Management

SUBJECT: Recreation Update

DATE: November, 2015

We will be interviewing for the Recreation Director position in December and hope to have the position filled by January 2016.

The new winter Recreation box trailer is in. Ethan is working to sell advertising on the side of the trailer. When weather conditions permit, we will be grooming trails at Payson Park, Eastern Prom and Deering Oaks for the community to enjoy.

The area for the 2nd sheet of ice has been prepped at the Riverside Golf Course. We will designate one for hockey and one for figure skating. We are hoping this will help fill the void with Deering Oaks pond being closed this year due to construction project. We have been interviewed by all three TV stations and 2 Press Herald reports about no ice at Deering Oaks this winter.

Staff is working on a large winter festival to be held at the Riverside Golf Course the weekend of the Martin Luther King holiday. It will be a free event for the public and have lots of activities for kids including ice skating lessons, curling, snow carving, etc.

Riverside Grill will be hosting paint parties on December 10th and January 16th. This is a great opportunity for folks to have dinner and discover their inner Picasso.

4th and 5th grade Caldwell Basketball league starts last week at Riverton and East End Community Centers. Over 250 children participate in this league.

Working with School staff to develop a master plan for the Lyseth/Lyman Moore campus improvements, including field re-orientation, drainage, parking lots.

We removed a 90 year old steel flag pole at Andrews Square and installed a new aluminum one in time for Veteran's Day.



To: Parks Commission
From: Troy Moon, Environmental Programs and Open Space Manager
Date: 11/25/2015
Re: Monthly Report

Crews have been busy with fall clean up. This year we are mulching leaves in place rather than collecting them and hauling them off for disposal. This saves considerable amounts of staff time, conserves fuel, and returns important nutrients to the soil.

Crews have been mowing brush and removing invasive plant species in several locations including the Back Cove Trail, Eastern Prom Trail and Capisic Pond Park.

We held a community garden meeting and pot luck dinner. In collaboration with Lift 360 and Cultivating Community we will be offering a training program to empower gardeners to assume more management responsibility in each of the community gardens. This will allow our Cultivating Community to focus more on assisting gardeners with growing vegetables and less on day to day administrative functions.

We submitted a CDBG application for a new garden in Libbytown. The Libbytown Neighborhood Organization assisted with drafting the application.

Community volunteers supported by a grant from TD Bank planted apple tree in the open space in front of PATHS.

1. .

Priority Ranking	Location	Budget Designation	Budget Request	Estimated Cost	Remarks by Requesting Party
	Lincoln Park		Walkways Repaired and Restoration	\$235,000	Existing walkways in very poor condition for years with only minor and unsightly repairs performed recently to alleviate a potentially dangerous situation.
	Lincoln Park		Fence Repair	224,000	Fence, gates and masonry pillars are in poor condition and are slowly deteriorating.
	Deering Oaks Park		New Freestanding Bathrooms near the Ravine	130,000	Existing porta potties are disgusting and both the City and Friends group receive regular complaints. A new free standing and vandal resistant facility would be a huge improvement in serving the needs of park users.
	Deering Oaks Park		Replace Park Lighting	\$219,800	Existing lighting is over forty years old and leased from CMP at high annual cost. If the city converts to new energy efficient fixtures the annual cost savings could be significant.
	Deering Oaks Park		Parking Lot	\$45,000	Dirt parking lot is very rutted and must be rolled periodically to avoid damaging the cars of park visitors and city equipment using the lot.
	Deering Oaks Park		Pond Wall Repair/Replacement	Needs professional evaluation	Some sections of the pond wall are losing stones and could soon be in danger of partial collapse. The wall structural integrity needs professional analysis so needed repairs can be prioritized in the operation budget.
	Deering Oaks Park		Replace Ravine Wading Pool Bottom	\$40,000	Surface is quite slippery and a hazard and both the City and Friends group have received complaints.
	Longfellow Park		Lighting	6,000	To install three (3) light fixtures
	Longfellow Park		Sidewalk Improvements	No estimate given	To rebuild wider level sidewalks with new material and add a fourteen foot round patio in the center where the two interior sidewalks cross.
	Evergreen Cemetery		Removal and Care of Hazardous Trees	\$250,000	To address the increasing public safety hazard.

	Evergreen Cemetery		Begin Planting of Trees Removed	\$20,000	To reduce the detrimental visual impact of the hazardous tree removal. (50 trees at \$400 each)
	Evergreen Cemetery		Repair of the Stone Wall Along Stevens Avenue	\$100,000	This is a safety hazard. It is a high traffic sidewalk in the vicinity of two elementary schools, two middle schools and two high schools comprising of over 2,400 students.
	Evergreen Cemetery		Wilde Memorial Chapel	\$35,000	Complete repointing of the exterior walls in the chapel and develop an engineering plan/design for the remediation of the leaking stained glass windows.
	Evergreen Cemetery		Landscape Design for Site Improvements: Along Stevens Avenue where the stone wall ends to New Street	\$10,000	Current condition of site features and landscapes along Stevens Avenue is an embarrassing mismatch of patch work and does not reflect the historical and important significance of the site. This is a very high traffic area, central focus and is dire need of a formal landscape design.
	Evergreen Cemetery		Digitize Cemetery Mapping	\$8,000-\$13,000	Allow access to the public to identify and research lot locations
	Congress Square Park		Park Rebuild and Public Art Piece	\$1.3million to \$2.2 million	Redesign and upgrade of the park. Purchase and install a substantial public art piece.

DPW Parks CIP Draft 11/25/2015			
Department/ Division	Project Title	cost	note
DPW/Parks	Capisic Pond Improvements	\$3,375,000	
DPW/Parks	Lincoln Park Fence Repair	\$224,000	
DPW/Parks	Lincoln Park Walkways Repair	\$235,000	
DPW/Parks	Deering Oaks Parking Lot Paving	\$41,000	
DPW/Parks	East End Beach Parking Lot Paving	\$70,000	done
DPW/Parks	Eastern Cemetery Retaining Wall Repair Along Federal Street	\$935,000	monitor
DPW/Parks	Evergreen Cemetery - hazardous trees	\$240,000	
DPW/Parks	Western Promenade Walkways	\$51,000	done
DPW/Parks	Complete Dead House Restoration	\$18,000	done
DPW/Parks	Longfellow Park - Internal Walkways	\$33,000	
DPW/Parks	Tree Planting Program - CDBG Request	\$75,000	
DPW/Parks	Congress Square Re-Design	\$1,568,640	
DPW/Parks	Evergreen Cemetery Wall - Complete the project	\$100,000	
DPW/Parks	Evergreen Cemetery - repair and upgrade cremation garden	\$15,000	
DPW/Parks	Evergreen Cemetery - repair storm water infrastrucure & repave	\$500,000	
DPW/Parks	Evergreen Cemetery - repave streets in poor condition	\$100,000	
DPW/Parks	Evergreen Cemetery - complete columbarium	\$60,000	
DPW/Parks	Evergreen Cemetery - replace floor in office	estimating	
DPW/Parks	Repair retaining wall at 211 Valley Street	\$85,000	
DPW/Parks	Repair retaining wall on Valley (across from Barber Foods)	estimating	
DPW/Parks	Deering Oaks, Redo plaza across from Castle	estimating	
DPW/Parks	Deering Oaks - Clean and Repoint Pillars	estimating	
DPW/Parks	Restore pond wall in Deering Oaks	estimating	
DPW/Parks	Commercial Boat Ramp, replace pilings and concrete planks	estimating	
DPW/Parks	East End Beach Bathhouse - replace plumbing fixtures	estimating	
DPW/Parks	Ocean Avenue Dog Park, fence repair and replacement	estimating	
DPW/Parks	Martin's Point - create fishing platform and hand launch site	estimating	
DPW/Parks	Riverton Trolley Park, trail improvements	estimating	
DPW/Parks	Build a sidewalk along Western Cemetery (Bowdoin St to Vaughn St.)	estimating	
DPW/Parks	Oatnuts Park, repair erosion and strengthen trail surface	estimating	
	Totals	\$7,725,640	

Portland's Parks and Open Spaces are a treasure – an important element of who we are.

The mission of the Portland Parks Commission is to advocate for the enhancement and stewardship of our parks and open spaces.

1. Review and propose projects that impact parks and open spaces and recommend action.
2. Foster collaboration among park users and the City.
3. Promotes public access and enjoyment.
4. Advocate for public and private funding for parks and open spaces.
5. Enjoy Portland for Life.

Protocol for Parks Commission Meetings:

- *Shared responsibility to stay on schedule
- *All Commissioners will be given opportunity to be recognized & speak to issue at hand.
- *Commissioners must be recognized by the Chair prior to offering comments/questions.
- *No member shall be recognized to speak twice to the same issue until everyone wishing to speak has spoken to it once.
- *Keep comments brief & relevant to topic of discussion.
- *Commissioners will not directly engage with the public without permission of Chair.
- *New Business requests (for agenda) minimum ten (10) days prior to meeting (Items included as schedule allows).
- *Respect fellow commissioners work within subcommittees.