



Commission Members:

Chair Pat Bailey, Jayne Foley, Daniel Herzlinger, Jennifer Fox, Robert Foster, Jon Kachmar, Kara Wooldrik, Simon Rucker, Baxter Miatke, and City Counselor Anna Trevorrow

City of Portland
Land Bank Commission Agenda

February 8, 2023

5:00 PM

On the second Wednesday of the month at 5:00 pm, the Portland Land Bank Commission will hold a meeting remotely using Zoom.

The Land Bank Commission will conduct this meeting remotely via Zoom pursuant to the Remote Meeting Policy adopted by the Land Bank Commission. Allow your computer to install the free Zoom app to get the best meeting experience. If you are not able to attend live either in person or via Zoom, a recording will be available in the [Agenda Center](#) following the meeting.

For public comment, you will need to use the "raise your hand" feature. To raise your hand via the telephone, please hit *9. You will be unmuted by the host when it is time for public comment.

Please use the link below to join the webinar:

<https://zoom.us/j/98497248698?pwd=QjJlOUdoaitxMHZsb1V4RzRZbE50QT09>

Passcode: LandB8nk!3

Or Telephone:

**US: +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592
or +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782**

Webinar ID: 984 9724 8698

- I. Call to Order
- II. Citizen Comment Period
- III. Agenda Items
 - i. Acceptance of Meeting Minutes: December 14th, 2022
 - ii. New Business
 - a. Secretary's Report
 - b. Treasurer's Report

The Land Bank Commission is responsible for identifying and protecting open space resources within the City of Portland. The commission seeks to preserve a balance between development and conservation of open space important for wildlife, ecological, environmental, scenic or outdoor recreational values.



- c. Robyn Saunders - Westbrook Hand Carry Boat Launch Presentation
 - iii. Old Business
 - a. Land Bank Finance report - Presenting on Feb 27th, presenter TBD
 - iv. Communications and Parcel Updates
 - a. Parks Report
 - b. Land Bank Commission Report
 - c. North Deering Park update - Ethan Hipple
 - d. In person/hybrid meeting update
 - v. Commissioner requests for Agenda Items
- IV. Adjournment

The Land Bank Commission is responsible for identifying and protecting open space resources within the City of Portland. The commission seeks to preserve a balance between development and conservation of open space important for wildlife, ecological, environmental, scenic or outdoor recreational values.

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City of Portland **Land Bank Commission Agenda** **December 14, 2022**

I. Call to Order

II. Citizen Comment Period:

-George Rheault: no public comment from last meeting. Requested LandBank undergo self reflection: Land use issues and equity. Made the accusation that Land Bank is influential in causing pricing increase. *

III. Agenda Items

i. Acceptance of Meeting Minutes: November 9, 2022 Simon moved, motions passed.

Pat Bailey - y

Jayne Foley - y

Daniel Herzlinger - y

Jennifer Fox - y

Robert Foster - y

Jon Kachmar - y

Simon Rucker - y

Baxter Miatke - y

Brian Wasser - y

Anna Trevorrow - A

ii. New Business

A. Secretary's Report - Annual Report provided - 2022-2023 report provided. **Motion to accept Annual Report, pending edits. Motion passes unanimously.**

- Final report committee review
- Move to accept Annual Report?
- **Pat Bailey - y**
- **Jayne Foley - y**

- **Daniel Herzlinger - y**
- **Jennifer Fox - y**
- **Robert Foster - y**
- **Jon Kachmar - y**
- **Simon Rucker -y**
- **Baxter Miatke - y**
- **Brian Wasser - y**
- **Anna Trevorrow - A**
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- B. Treasurer's Report - No updates.
- C. Updated Scorecard - Goal: make the scorecard more robust and transparent.
 - Added numerical elements to the scorecard. Included percentage interpretations.
 - Made a parallel to Land Bank Ordinances.
 - Numerical systems might be problematic.
 - Special consideration should be paid to cross-department review.
 - Please include mapping resources to assist with justification.
 - Confirm timeline for updating special environmental considerations

iii. Old Business

- A. High Priority Parcel Committee Update - No updates yet
- B. Kara Wooldrik - Will be leaving Portland Trails, expressed thanks for participation and help.

iv. Communications and Parcel Updates

- A. The Redlon woods letters are underway and on their way out.
- B Parks Report/Land Bank Commission report -
 - Most of the meeting was Food Truck policy based: reduced spaces 7 total, fee introduced, electricity improvements and access, moving trucks to one side, remaining in the Cutter Street Lot.
 - CIP process - all three Parks Commission projects made it into the CIP. Kudos to Ethan and his team for their hard work.
 - Funds attributed to tree-pest control: beetles, pesticides, etc. Potentially 600 trees will need to be removed as a result of the Emerald Ash Borer.
 - Staffing: Pre-Covid levels were 130 FTEs plus on calls, over 300 people. Recently returned to FTE levels.

v. Commissioner requests for Agenda Items - In-person meeting is on the agenda for the next meeting, January 11th, 2023.

IV. Adjournment - Meeting adjourned

Footnote: A review of the meeting determined that there was a citizen comments period. However, during this

time no attending member of the public indicated they wished to speak by raising their digital hand during the zoom call. We apologize if this was an oversight on the part of the staff, we strive to ensure all who wish to speak are granted an opportunity to speak.



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Parks, Recreation & Facilities Department
Ethan Hipple, Director

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Parks, Recreation & Facilities Department
Alex Marshall, Parks Director

Memorandum

TO: Parks Commission and Land Bank Commission

FROM: Alex Marshall, Parks Director, Parks, Recreation and Facilities Department

SUBJECT: Parks Division Update

DATE: January/February 2023

Parks Division Staffing

- Total Budgeted positions in Parks Division: 33
- Vacancy: Park Maintainer
- Vacancy: City Arborist

Winter Operations

Winter is finally upon us. Our Parks Maintenance Crew has morphed into a sidewalk clearing operation during the winter months with the help from Horticulture, Ballfields and Cemeteries crews. That team covers over 100 miles of sidewalks and trails each storm with a handful of them working on heavy snow load, heavy ice, pinch point and tip-down locations. The Forestry Division diverts from tree work during each storm to plow Public Safety Buildings, on-peninsula School parking lots, snow ban parking lots and various other city parking lots. Our Ballfields division participates in overnight sidewalk clearing in the Downtown District and then helps with sidewalk pinch points city-wide during the day. The Playground Division keeps City Hall Plaza and the Police Station open while also clearing and maintaining the ice on three city-wide ponds (Payson Park, Ludlow and Deering Oaks). Finally, our Park Rangers help with shoveling various city buildings and will also help keep the cross country ski trails open at Deering Oaks and Payson Park if time allows.

Portland Harbor Common

City Council granted us \$150,000 in CIP funds in 2022 to begin the design and engineering process for the new Portland Harbor Common. This new park will be located on the waterfront between the Ocean Gateway and the Ocean Terminal Buildings in an existing parking lot. In order to construct the new park we needed to find a funding source outside of the typical CIP process. Partnering with the Portland Parks Conservancy we were able to gain support from Senator King for Congressional Direct Spending funds in the amount of \$2,145,000 which was approved in late December of 2022. The design and construction bidding process is scheduled to take us through 2023 with construction anticipated for 2024.

Stroudwater Bridge Project

In 2022 the City of Portland and Portland Trails teamed up to pursue the installation of a 75' long bridge already in the possession of the city. The cost estimate to execute this project is \$280,000. With the help of the Portland Trails Team an application was submitted to the Maine Department of Agriculture, Conservation and Forestry for a \$120,000 Recreational Trails Program Grant. In December of 2022 we heard back from the State on our award of this grant. The Neighborhood Association and Portland Trails



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will now be beginning a fundraising campaign to raise the remaining funds to complete the project. A huge Thank You goes out to the Portland Trails team for their hard work on this application and continued support of the project.

Food Trucks

City Staff have finalized a plan for the 2023 season down in the Mid Lot off Cutter Street at the Eastern Promenade. 7 spaces will be provided for the Food Trucks in this lot facing the water. The license to operate in one of these spaces is \$3,900 as proposed previously. Food Trucks are welcome to partner up with other food trucks to fill their time in a designated space while also minimizing the cost to hold a license. The City Manager will be providing the City Council with an update on this at the next City Council meeting dated February 6, 2023 at 5pm.

Park Projects and Department Updates

Staff are working on the following Park Improvement projects:

- Park Walkway improvements: Phase 1 of the Deering Oaks ADA walkways has been completed. Phase 2 of 3 is well on its way and should have paving done in the next month.
- Fitzpatrick Drainage Improvements: Drawings are complete. An RFP is ready to be advertised.
- Talbot School Basketball Court Reconstruction: Additional funding has been secured and the bid will be advertised in the next few weeks for a Spring/Summer 2023 completion.
- Skate Park Expansion Phase II: A design/build firm has been selected and the contract has been signed. The design and outreach portion of the project has been kicked off with a well-attended public meeting in October. <https://portland.civilspace.io/en/projects/22>
- Preble Street Field & Stormwater Project: Final design and landscaping plans are being finalized. Spring of 2023 is when the field is anticipated to return with Late Summer or Fall of 2023 as the first playable season.
- Riverton Preserve: Recreation improvement plans are in progress and will consist primarily of a trail network with other improvements. This project is intended to fulfill LWCF conversion requirements, and final approval of the improvement plan rests with the state and National Park Service, which has a public engagement process.
- Riverton Trolley Park: Our project team is working through finalizing the contract with the state for this grant and defining the RFP for the site work to commence in 2023 and 2024.
- Lower Western Prom Park Improvements: Final design improvements have been made and we have secured the additional funding via CDBG to execute the project later in 2023 or beginning of 2024
- Community Garden Fence and Gate Installations: We will be replacing 6 Community Garden fences and 4 sheds. We only received one bid that was substantially higher than our budget so we are revisiting funding sources and scope of work. Sheds will be replaced in tandem with the fencing work when that is to happen.