Parks Commission Agenda
February 2, 2017
5:00 PM
Portland Maine City Hall
389 Congress Street, Room 24

In attendance: Commission members Diane Davison, Cynthia Loebenstein, Meri Lowry, Belinda Ray, Jaime Parker, Travis Wagner, Dory Richards Waxman, Michael Mertaugh, and Carol Hutchins. City Staff Members: Sally DeLuca, Ethan Hipple, and Alli Carroll.

Diane called meeting at 5:05 P.M.

I. **General Citizen Comment Period**
George Rheault is pleased that Peppermint Park is still in discussion and thinks that a large light and security camera on the Montgomery Street side would help with security issues. Also, is wondering if things are still shifting with the CIP list. Hoping to learn more in this meeting. The Great Diamond tennis court redo is not necessary. There are hotel tennis courts around the area and the money could be put to better use. Lastly, the Fitzpatrick score board could be a great chance for a fundraising opportunity.

II. **Agenda Items**

a. **Acceptance of Meeting Minutes for January 5, 2017**
Travis motioned to accept. Meri seconded. Michael sent Alli grammatical errors that are to be corrected. Belinda mentioned that George Rheault's name is spelled wrong. Unanimously passed as amended.

b. **New Business**

i. **Allow public comment on action items**
Meri says that Land Bank seem is will and PC is may

ii. **Establish a Parks Commission "Recruitment Committee"**
Diane motioned to have a recruitment committee. Steve and Dianne would participate in it. Sally will staff it. By Land Bank ordinances, certain groups should be represented. Diane would like to do a strategic outreach so that they have an opportunity to keep the committee strong. Michael suggested that current committee members create professional profiles so that everyone can understand how each person benefits the committee and where we could use some assistance. A brief biography and photograph could be put on the Parks Commission website. Diane said they will look at strategic planning agenda.
Diane asked, all in favor? Passed unanimously.

iii. **Amend PC rules to elect PC officers**
Diane said, given that Commissioner terms run up at the end of June, she would like to suggest that they amend the Land Bank Commission rules and do Officer elections in June so that we are ready with the new City of Portland's fiscal year and for Dory's health. Jaime moved, Travis seconded. Current Commissioners serve through June 31st, 2017. Meri would like to know if they are contemplating two or three year terms? Diane said they have not decided that. Currently, Commissioners have 3 year terms and

Officers have a 1 year term. Travis thinks it makes sense to align with everything else. Alli and Ethan will be looking into changing the rules and getting everyone a copy. Diane asked, all in favor? Passed unanimously.

c. **Communications/Updates**

   i. **Councilor Ray – Fort Sumner Update**

   Approved overlay with no amendments. It will come to the council on Feb 6th. It can be retroactive to the 22nd. Everyone thanked her for all of her hard work.

   ii. **Ethan – FY18 – 10 year CIP process update**

   Ethan said that they are trying to build a schedule that is aggressive but realistic. The CIP list is not final, but it is our recommendation that Sally will take to Jon Jennings and the City Council. Ethan met in person with a lot of staff and friend's groups. Tried to prioritize on many factors including: funds, partners, balance in different districts, and parks that do not have friend's groups. Sally praised Ethan and his staffs hard work. Ethan continued to say that $25,000 is the threshold for these projects. Sally said that what has happened in the past, is that because they have not had enough money in the operating budget, some of these things have deteriorated to the point that they have made the CIP list. For example: playgrounds. The City has thirty playgrounds and the CIP list has them on a fifteen-year cycle, so they have to do two playgrounds in one year and one in the following. Cynthia praised and thanked Ethan, Sally and city staff who worked so hard to create the list. Everyone agreed. Belinda asked who LWCF was. Ethan replied with "Land and Water Conservation Fund" which is federal money that is collected from off shore oil leases and put in a fund that is given to the states to then be used for outdoor recreation for the public.

Jaime leaves the meeting at 5:55pm

d. **Unfinished Committee Business**

   i. **Finance Committee**

   Michael said that they are trying to get together to discuss Amethyst Lot and Congress Square Park, but they have not had a chance yet.

   ii. **Strategic Planning Session; discuss agenda draft & select date**

   Diane suggested that the committee cancels the monthly meeting on March 2nd, 2017 and meet on Saturday, March 4th, 2017 instead. Location will be TBA. It will be held at 9:00 a.m. – 12:00 p.m. Everyone's good with it. Alli will add the meeting to the City's website so that the public is aware of it.

   iii. **PC-LB meeting with Michael Goldman**

   Tentatively scheduled for Feb 23rd, 2017 from 5:00 p.m. – 7:00 p.m. at City Hall Room 24. All members at this current meeting can make that date. Meri will send out questions to everyone and Michael Goldman ahead of time. In addition, Alli will be there to take notes and create a permanent guide for the committees.

e. **Commissioner requests for Agenda Items**

   i. **Amethyst Lot:** Ethan says that City Staff and Stantec, the design team, have met. The process is moving pretty quickly. They have received a lot of feedback and guidance. Stantec has had great designs in other communities and they take in consideration numerous aspects. Dory asked if they have vetted everything and that everything is okay? Ethan says he is sure Stantec has and that they have a lot of great waterfront experience. That is why they were chosen. Diane agreed and mentioned that they presented very well.

Motioned to adjourn at 6:17 P.M. Cynthia and Dory