

City of Portland | Parks, Recreation and Facilities Management

Ethan Hipple, *Director*

Alex Marshall, *Director of Parks*



Parks Commission March 6, 2025 Meeting Minutes

This meeting was recorded and is available to watch on the Agendas and Meetings Portal Here:

<https://portlandme.portal.civicclerk.com/event/7486/files/agenda/15885>

Note: The audio technical difficulty is resolved at timestamp 00 hours.14 min.11 seconds

Present Commission Members:

Alexis Lopez Del Vecchio, Beth Rabbitt, Donna Gartland, Griffin Bourassa, Jaime Parker, John Clark, Marie Gray, Robert Foster, Sarah Michniewicz (City Councilor), and William Elting.

Not Present:

Ashley Burdick, Elizabeth Pagan.

Staff:

Alex Marshall (Parks Director), Jen DeRice (Parks Assistant Director), Jessica Teesdale (PRF Sr. Executive Assistant)

Call to Order

B. Rabbit called the meeting to order at 5:04 pm

General Citizen Comment Period-

B. Rabbit opened the floor for public comment on non-agenda items. No commenters present

Emailed comments- None

Agenda Items

Acceptance of Meeting Minutes: January 9, 2025

Motion to accept meeting minutes: Motion by J. Clark and seconded by R. Foster.

Passed: 7-0 with 2 abstaining

New Business

Old Business

Annual Meeting of the Parks Update and Discussion

- Subcommittee (D. Gartland and A. Lopez DelVecchio)
- Community Engagement Event "Party in the Park"
 - Location: Payson Park

- Date 6/18/2025
- Time: 4:30-6:00 pm
- Working with city staff to obtain permits and marketing materials.
- Speaker ideas: Wild Seed Project, Maine Audubon, and the Cumberland County Master Gardeners, as well as engage with your Parks Department.
- Title: Party at the Park
 - Details: Snacks and music will be provided, bring your own lawn chair or picnic blanket.
 - Theme: Nature All Around

Annual Report Update and Discussion

- Subcommittee (W. Elting & B. Rabbitt)
- Subject: 2024 Annual Report
- Status: Draft in progress.
- Discussion: Two options were considered:
 - Option 1: Publish the 2024 Annual Report immediately.
 - Option 2: Consolidate the 2024 and 2025 reports for release at the end of the fiscal year (June 30, 2025).
- Context: The most recent report, the 2022/2023 Annual Report, was submitted to the Council in January 2023.

Communications and Updates

Capital Improvement Plan (CIP)- A. Marshall reviews CIP projects list that is under review by the Finance Committee and answers questions from the Parks Commission. J. Parker recommends renaming Will's Playground,

Parks Projects Presentation Parks Division Director- A. Marshall lists all current and future parks projects and their current status. These projects were listed:

- Congress Square Park
- Talbot Lyman Court conversion
- Deering Oaks Park ADA sidewalks Phase III
- Great Diamond Island Basketball/pickleball court
- Kiwanis Athletic Facility
- Longfellow Playground
- Valley Street improvements
- Portland Harbor Common
- Back Cove South Preble Field
- Reiche School Playground
- Riverton Trolley Park Phase II parking lot improvements
- Union Branch Pathway

Parks Division Report-Updates provided during the Parks projects presentation. J. Parker recommended more public grills and shade and rain structures citywide

Land Bank Commission Report-No updates

Commissioner Requests for Agenda Items-Tabled until the next meeting

Adjournment