



Commission Members: Chair Cynthia Loebenstein, Vice Chair Michael Mertaugh, Councilor Brian Batson, Dory Waxman, Craig Lapine, Nathan Robbins, Colette Bouchard, Zack Anchors, Amy Segal, Ana Lagunez, Caitie Whelan and Marie Gray.

City of Portland
Parks Commission Agenda
December 5, 2019
5:00 PM
Portland City Hall
389 Congress Street, Room 24

*The Mission of the Portland Parks Commission is to advocate for the enhancement and stewardship of our parks and open spaces. Review and propose projects that impact parks and open spaces and recommend action.
Foster collaboration among park users and the City. Promotes public access and enjoyment.
Advocate for public and private funding for parks and open spaces. Enjoy Portland for Life.*

- I. General Citizen Comment Period
- II. Agenda Items
 - a. Acceptance of Meeting Minutes:11/7/2019
 - b. New Business
 - i. Friends of Baxter Woods - *10 min.*
 - c. Communications/Updates
 - i. Strategic Planning Dates - *Cynthia 5 min.*
 - ii. Portland Parks Conservancy Update - *Cynthia 5 min.*
 - iii. Joint Meeting with Historic Preservation regarding Western Promenade Master Plan Announcement - *Cynthia 5 min.*
 - iv. Longfellow Park Meeting Update - *Cynthia 5 min.*
 - v. Subcommittee Reports - *5 min. each*
 - vi. Parks Report - *Alex 5 min.*
 - d. Commissioner requests for Agenda Items

City of Portland Commissions are not required to take public comment under FOAA and our Ordinance is silent regarding the duties of the Commission. The Commission has the discretion to not allow or allow public comment during its meetings, including the authority to limit the duration of comments. Since the Commission makes recommendations to the City Council, public comment is available at that level.



In Attendance: Commission Members: Chair Cynthia Loebenstein, Vice Chair Michael Mertaugh, Dory Waxman, Colette Bouchard, Amy Segal, Caitie Whelan and Marie Gray. City Staff: Sally DeLuca, Alex Marshall and Alli Carroll.

**City of Portland Parks Commission
Thursday, November 7, 2019, 5:00PM
389 Congress Street, Rm 24, Portland, Maine**

I. General Citizen Comment Period

Carol Schiller requested a conversation with Sally DeLuca, Jon Jennings and Ethan Hipple about the want of electricity and lighting in Longfellow Park. She expressed that at the last event held at the park, generators had to be brought in in order for them to have a sound system. She would like to continue to activate the park but feels electricity is needed to do so successfully. Sally and Cynthia will follow up with Carol regarding a meeting.

George Rheault would like to see a copy of the letter to the National Park Service regarding being out of compliance with the Land and Water Conservation Fund. He also suggested that the Commission share the rules of shooting game in Portland now that is hunting season.

II. Agenda Items

Cynthia introduced Interim Parks Director, Alex Marshall to the Commission.

a. Acceptance of Meeting Minutes October 3, 2019

Amy motioned to accept the meeting minutes of October 3rd, 2019. Marie seconded. Motion passed with six in favor. Michael abstained.

b. New Business

i. Friends of Congress Square Park

Bree Lacasse of the Friends of Congress Square Park and Caitlin Cameron, Urban Designer at the City of Portland, Planning and Urban Development Department presented a powerpoint presentation about the Congress Square Park Redesign to the Commission. This process began in 2013 when the City started a visioning process. This led to public forums where the public and project partners, the City of Portland, Friends of Congress Square Park, and Portland Public Art Committee, could weigh in and pick the landscape designer and sculpture artist. The landscape design firm WRT and artist Sarah Sze were chosen to develop design concepts for the intersection, park, and public art commission. Curvilinear designs are being used to offset the linear side of the buildings and streets. Patrick Colena is the horticulturist on the team. The goal is to make year round appeal.

Phase A: Will have target construction dates of July 2020-June 2021 to work on the intersection, roadway, traffic signals, crosswalks and sidewalks.

Phase B: Will work on the Congress Square Park and Portland Museum of Art Plaza at a later date.

ii. Back Cove Update from Public Works

Brad Roland, Senior Project Engineer of the Water Resource Division of Public Works presented to the Commission. His goal is to prevent sewage from going into Casco Bay. He presented images and maps of sewer overflows throughout Portland. Next project is storage tanks. The Back Cove South Storage Project will add a 3.5 million gallon storage tank under the Preble Street soccer fields and a facility control building. This size of the building is not determined yet but is expected to be small. This project will restore the playing fields at a higher elevation to assist with tidal inundation. The project will install a new drainage system from Back cove to Marginal Way providing additional storm capacity to the Franklin Street corridor. Backflow prevention will be installed on the system preventing high tides from inundating the Bayside area. Landscape decisions are years away but meetings are set up with City Arborist, Jeff Tarling. The next public meeting regarding this project is December 4th, 2019 at 5:30PM at City Hall, Room 24.

c. Communications/Updates

i. Subcommittee Updates

Parks Initiative Subcommittee: They are working towards interpretive signage at Fort Gorges and Riverton Trolley Park. They also did a lot of research regarding the names of parks and discussed renaming a park after someone of color. Staff suggested to not change the name of a current park but instead open that conversation up in future namings. Sally would love the history of the names of parks for the website. She also suggested that the next time there is a chance to name a park, Parks Commission could make a formal recommendation to Council to consider other histories and demographics in the naming.

Finance Subcommittee: They met with Sally and Alex. They discussed exploring how to work with Friends Groups to open communications regarding annual financial information for park improvements.

Annual Report Subcommittee: The last annual report needs to go to Council. Alli will get it on a Council agenda in December.

Outreach Subcommittee: They are talking about possible speakers for the Green Space Gathering.

ii. Parks Report

The Historic Preservation Committee and Parks Commission will meet together to review the Western Prom Master Plan. Potential dates are January 8th or 9th, 2020. Those present can do the 9th. Staff will confirm actual meeting time and place with Commissioners when it is finalized.

Alex explained the black tarping over Franklin Meadow off of Franklin Street. It is a solar tarp. The purpose is to kill the grass underneath to then plant new wildlife and meadow. Signs will be going up soon.



CITY OF PORTLAND
Parks, Recreation & Facilities Department
Sally DeLuca, Director

CITY OF PORTLAND
Parks, Recreation & Facilities Department
Alex Marshall, Acting Parks Director

Memorandum

TO: Parks Commission and Land Bank Commission
FROM: Alex Marshall, Acting Parks Director, Parks, Recreation and Facilities Department
SUBJECT: Parks Division Update
DATE: December 2019

Parks Division Staffing

We have finalized the hiring of our 3rd Horticulturist, Jonatan Lorenz. He will start after the new year
Athletic Facilities Supervisor hiring is still in progress
Forestry Arborist hiring is still in progress
Project Manager hiring is still in progress

Winter Operations

During the winter our crews turn to snow. The Parks division is responsible for roughly 100 miles of sidewalk and trail plowing/sanding. These routes are displayed on our website and they include major arterials, all schools and large portions of the peninsula. When not managing snow, the parks crews are doing equipment repairs, park related projects, leaf/debris cleanups if possible, and all other duties as assigned. Our Forestry division during winter operations is tasked with the Fire stations, police station, peninsula schools, 212 Canco Road, Sports Complex and other areas of need. When not cleaning up snow the Forestry division is pruning some of the 20,000 trees in inventory and removing those that are designated for such. Horticulture is responsible for a few items during snow storms. The team will either help with City Hall, help Forestry with small lot plowing, or hop in a sidewalk plow with Parks if they are needed. When not clearing snow, Horticulture is responsible for small street tree pruning during the winter. Our Playgrounds division is responsible for clearing City Hall and few other downtown locations as well as keeping all our skating ponds and sledding hills usable for winter recreation. Once downtown clearing has been completed, the playgrounds crew either heads home to recharge or keeps trucking on the ponds/hills. And finally, our Athletic Facilities Crew is responsible for the sports fields and downtown sidewalk plowing with Portland Downtown. Once downtown has been cleared they then take their attention to any athletic facilities that need attention and will also help playgrounds with winter recreation.

Christmas Tree

This year's Christmas Tree at Monument Square was chosen from one of our beloved parks. The Norway Spruce is roughly 30 years old and came from the fence line of the Deering Oaks Baseball Field. Jeff Tarling actually planted that tree his first year on the job as a buffer to the 295 project. We had been eyeing this tree for removal anyway as it had grown so large that it was creating a problem with the fence and safety of the players as well as it was a known safe haven for the homeless and drug use. It is an absolutely fabulous tree.



CITY OF PORTLAND
Parks, Recreation & Facilities Department
Sally DeLuca, Director

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Parks, Recreation & Facilities Department
Alex Marshall, Acting Parks Director

CIP

We are currently waiting on the City Manager to present the CIP to the City Council. Updates soon to follow

Deering Oaks Pond

The pond is fully drained and all water features are stored away for the winter. By the time this meeting occurs the pond base should be scraped of all vegetation debris and leaves for us to fill and let freeze for winter skating.

Park Projects Update

Staff are working on the following funded CIP/Park Improvement projects:

- Lincoln Park Fence Restoration: Staff are waiting on additional CIP and private funds to proceed with Congress Street portion of fence. Complete restoration will take place in phases.
- Portland Landing: Interim Park improvements to be installed Spring of 2020 after Thames Street construction complete. Improvements include seating areas, trees, shrubs and perennials, and re-routed path along water's edge.
- Western Prom Master Plan still near completion after a few meetings to refine and adjust some pieces. We will be meeting with the City Manager this month and hope to review with Parks Commission and Historic Preservation Board in January.
- Riverton School Playground in progress. A Spring installation on this is still in site. Working with the Parks Conservancy to write a few grants to close the gap.
- Dougherty Field Playground and Soccer Field: on hold until we fill the Project Manager position.
- Park Walkway improvements: on hold until we fill the Project Manager position
- Lyman Moore/Riverton/Eastern Prom Tennis Court Resurfacing will be going out to bid this winter for a Spring completion
- Park Welcome/Rule Signs: second round of signs will be ordered this winter for a continuation of installation in the spring.