



Commission Members: Chair Patrizia Bailey, V. Chair Steve Morgenstein, Kara Wooldrik, Simon Rucker, Jon Kachmar, Andrew Butcher, Jennifer Fox and Mayor Kate Snyder.

City Staff: Doug Roncarati, Michael Goldman, Ethan Hipple and Alli Carroll

City of Portland
Land Bank Commission Agenda
February 12, 2020
5:00 PM
Portland, Maine City Hall
389 Congress Street, Council Chambers

- I. Citizen Comment Period
- II. Agenda Items
 - i. Acceptance of Meeting Minutes: December 2019 and January 2020 Minutes
 - ii. New Business
 - a. Changing Date and Time of Monthly Meetings
 - b. HP Parcels - Rand Street and Rowe Street
 - c. Assessing and Caring for Land Bank Parcels
 - iii. Communications/Updates
 - a. Secretary's Report
 - b. Treasurer's Report
 - c. Outreach Subcommittee Report
 - d. Parks 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.



In attendance: Commission Members Chair Patrizia Bailey, V. Chair Steve Morgenstein, Kara Wooldrik, Simon Rucker, Andrew Butcher, and Jon Kachmar. City Staff: Doug Roncarati, and Ethan Hipple

Land Bank Commission Minutes
January 8, 2019, 5:00 PM
Portland, Maine City Hall
389 Congress Street, Council Chambers

I. Citizen Comment Period

There were no members of the public present to make public comment.

II. Agenda Items

i. New Business

a. Approve Budget

Discussion to approve annual budget of \$248,000. 91.5% of funds to be spent on land acquisition, 8.5% of funds to be expended on non-acquisition uses (maintenance, signage, etc...).

Simon Rucker moved to put forward motion to approve budget. Steve Morgenstein seconded. Passed unanimously.

b. Officers

Commission discussed appointing or reappointing officers now that terms are expiring. No changes were proposed. Jon Kachmar moved to put forward the current slate of officers. Kara Wooldrik seconded. Passed unanimously.

c. Approve Annual Report

Pat moved to accept report to be finalized with only grammatical corrections, Andrew seconded. Passed unanimously.

d. Pat Bailey met with Councilor Duson to discuss Land Bank priorities. Discussed new perception of Land as being proactive, vs reactive. Discussed future opportunities for Land Bank Commissioners to present Land Bank information and goals to City Council. Outreach committee will create a short presentation to present to Council at the time that the Annual Report is accepted.

e. Parcel Prioritization Process

Discussed prioritization criteria for Redlon Woods Parcels and Verizon Pines Parcel.

General discussion of future parcels on the priority list to evaluate in the future.



ii. Communications/Updates

- a. **Secretary Report:** No report at this time.
- b. **Treasurer Report:** No report at this time.
- c. **Outreach Committee Report:** No report at this time.
- d. **Parks Commission Report:** No report at this time.
- e. **Parks Update:** No report at this time.

III. Meeting adjourned at 6:57 PM.



In attendance: Commission Members Chair Patrizia Bailey, V. Chair Steve Morgenstein, Kara Wooldrik, Simon Rucker, Andrew Butcher, and Jon Kachmar. City Staff Michael Goldman, Doug Roncarati, Ethan Hipple and Alli Carroll

Land Bank Commission Minutes
December 11, 2019, 5:00 PM
Portland, Maine City Hall
389 Congress Street, Council Chambers

I. Citizen Comment Period

There is no public comment at this time.

II. Agenda Items

i. Acceptance of Meeting Minutes: 10/09/2019 & 11/13/2019

Andrew moved to accept the meeting minutes of October and November. Steve seconded. Simon abstained. Five in favor. Motion passed.

ii. New Business

a. Priority Parcels Discussion

The Commission decided that they will use the parcel scorecard on two parcels as a group: Redlon Woods and Verizon Pines to test the scorecard. Once we do the two, it may change the scorecard or it can be used to add more priority parcels.

b. 2020 Budget

There will not be a vote at this time as questions arose about the Community Engagement Fund.

c. Parcel Scorecard Draft

Kara went through the scorecard presented. The Commission discussed how to include other Commissions/Boards/Committees. Staff suggested that this is where they would come in to help communicate with others to either add these discussions to others agendas or have other departments weigh in. It was also suggested that Neighborhood Associations could be notified for public input.

iii. Communications/Updates

a. Community Engagement Fund Update

Michael Goldman and Ethan Hipple shared news that when the Community Engagement Fund (CEF) was publicized, it received some concern from Council which caused it to be temporarily suspended. The concern was whether or not this is in the Land Bank Commission's purview and if it is under their ordinance. The Chapter 2 Ordinance states the Commission may provide grants to private nonprofit groups for acquiring property, and may spend money on maintenance of Land Bank properties.

When this was initially proposed last January, concern arose, which led to a discussion between Economic Development, Legal and Finance. At the time they believed the annual grant amount to be okay. Now that Council showed more concern, the CEF was brought back to legal to review it further and make a final decision. Legal has advised that an ordinance change would be required for this program to move forward.

The Commission discussed whether changing the ordinance at this point was the right next step. They are bound tightly by the ordinance; however, it will be sunsetting soon. The Commission discussed trying to adjust the CEF to work within the ordinance. They will also meet with Councilors to build a relationship and share the Land Bank Commission's goals and priorities.

b. Secretary Report

This is the time of year when they do the annual report. Will have a draft at the next meeting. Will distribute prior to that meeting.

c. Parks Commission Report

Jon shared the Parks Commission's Annual Green Space Gathering information. It will be May 6th, 2020 at 5:30PM at Ocean Gateway. In the last meeting, the subcommittee organizing the event asked if the Land Bank Commission would like to co-host or speak during the event. The Commission will think about it. This year's event will be regarding sea level rise and how it effects Portland's parks. They are also holding a strategic planning meeting in March to focus on how to involve the friend's groups and immigrant community more. Finally, they will so be holding a joint meeting with Historic Preservation to review the Western Promenade Master Plan draft.

d. Parks Report

Ethan reported that the Parks Division is currently clearing snow and putting up decorations in preparation for the holiday season.



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: February 2020

Parks Division Staffing

Horticulturist hiring is still in progress
Athletic Facilities Supervisor hiring is still in progress
Forestry Arborist hiring is still in progress
Project Manager hiring is still in progress

CIP

The City Manager has presented the CIP to the Finance Committee and is scheduled to go before the full Council in March.

Park Projects Update

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

- Lincoln Park Fence Restoration: Funding for FY21 has been removed from the City Manager's recommended CIP.
- 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: Working with City Manager on next steps.
- New Riverton School Playground in progress. Still looking at a spring/summer installation. Working with the Parks Conservancy to write a few grants to close the gap.
- Dougherty Field Playground and Soccer Field: City Council has approved the new site plan for the old West School. Community engagement will commence this Spring. Additional improvements are moving to reconstruct the basketball court and, potentially, adding irrigation to the ballfields.
- Park Walkway improvements: on hold until we fill the Project Manager position.
- Lyman Moore/Riverton/Eastern Prom Tennis Court Resurfacing: We have selected a contractor to do Eastern Promenade and the Lyman Moore Tennis Courts for this year to be completed late Spring.
- Park Welcome/Rule Signs: second round of signs will be ordered this winter for a continuation of installation in the spring.



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Sally DeLuca, Director

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Alex Marshall, Acting Parks Director

City Manager's Recommended FY21 CIP:

Parks Lyseth Playground Replacement 275,000

Portland Exposition Building Renovation Plan 165,000

Deering Oaks ADA Walkway Paving 149,000

Riverton Preserve ADA Trail 96,000

Wilde Chapel Emergency Repairs 75,000

Riverton School Basketball Reconstruction 69,000

Evergreen Cemetery Frontage Improvements 53,000

Golf Course Improvements/ADA Updates 50,000

Portland Public Aquatics - New Pool Engineering / Planning 50,000

Dougherty Field Irrigation 46,000

Merrill Auditorium Box Boom Lighting Project 40,000

Ice Arena Rubber Flooring Completion 37,000

Payson Park Tennis & Basketball Courts Sealing/Painting 29,000

Longfellow Playground Climbing Net 27,000

Department Total 1,161,000